ORDINANCE NO. 2390

AN ORDINANCE adopting the budget for the City of Camas, Washington, for the fiscal year ending December 31, 2005

WHEREAS, the Mayor of the City of Camas, Washington completed and placed on file with the City Clerk a proposed budget and estimate of the amount of the monies required to meet the public expenses, bond retirement and interest, reserve funds and expenses of government of said City for the fiscal year ending December 31, 2005, and a notice was published that the Council of said City would meet on the 6th day of December, 2004 at the hour of 5:00 p.m. and the 13th day of December, 2004 at the hour of 7:00 p.m., at the Council Chambers in the City Hall of said City for the purpose of making and adopting a budget for said fiscal year and giving taxpayers within the limits of said City an opportunity to be heard upon said budget; and

WHEREAS, the said City Council did meet at said times and place and did then consider the matter of said proposed budget; and

WHEREAS, the said proposed budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the City of Camas for the purposes set forth in said budget, and the estimated expenditures set forth in said budget being all necessary to carry on the government of said City for said year and being sufficient to meet the various needs of said City during said period.

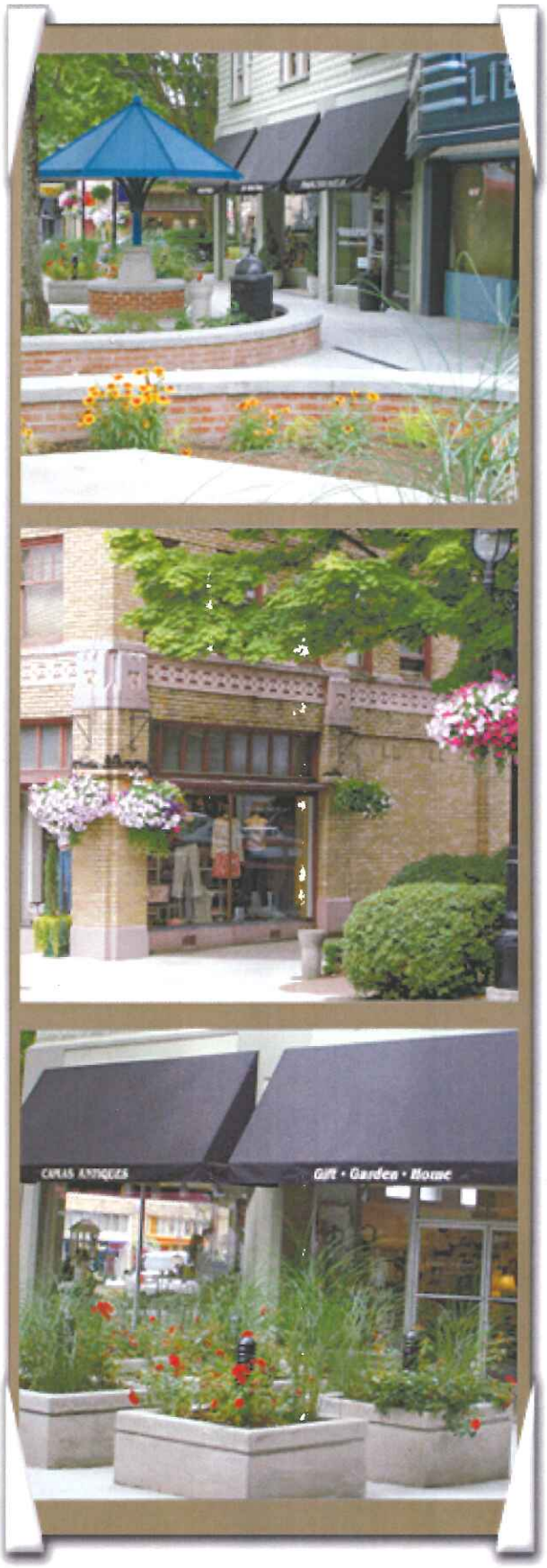
NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CAMAS DO ORDAIN AS FOLLOWS:

SECTION I

The required appropriation and expenditures for the various funds and departments in the General Fund and needs for the operation of government of the City of Camas, for the fiscal year ending December 31, 2005, as set forth in said budget and which is hereby adopted, are fixed in the following amounts, to wit,

FUND	DEPARTMENT		AMOUNT	
General	Legislative	$	102,050	
	Judicial		177,000	
	Executive		197,544	
	Financial & Record Services		533,045	
	Legal		78,600	
	Personnel		132,587	
	Central Services		135,426	
	Other General Government Services		151,220	
	Law Enforcement		2,875,516	
	Fire Control		2,374,423	
	Detention and/or Correction		387,450	
	Protective Inspections		475,147	
	Emergency Services		12,528	
	Information Systems		275,700	
	Engineering		1,059,018	
	Animal Control		76,000	
	Information and Outreach		19,200	
	Planning and Community Development		353,207	
	Community Education and Seniors		16,575	
	Downtown Visioning Coalition		59,196	
	Library		965,460	
	Parks and Recreation		1,187,798	
	Interfund Transfer to Street Dept.		1,209,565	
Total General Fund				12,854,255

City of Camas, Washington



BUDGET

For the year beginning
January 1, 2005

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2005 Budget Message
from
Mayor Paul Dennis
to
Council and Citizens

The 2005 budget for the City of Camas maintains a stable level of service to the citizens of the community, and provides for important investments in the community's future. The proposed budget meets several goals. Those goals include:

1) Provide a stable level of service and programs.
2) Utilize existing revenue streams to fund city services and programs, save the storm drainage utility.
3) Preserve a substantial level of general fund reserves, consistent with adopted financial policies.
4) Invest in City's future, consistent with adopted plans.

In the proposed budget, a very cautious approach to funding ongoing expenses is taken once again. Staffing levels are flat and vacancies are continually reviewed for long-term need. The general fund and related street fund are most affected by the austerity. A modestly funded street overlay program reappears in the 2005 budget after suspending the program for the last three years. The storm drainage program and utility, mandated by the federal and state regulations, is a new initiative for 2005 that will assist our community in meeting tightening storm water regulations

The budget is constructed in a context. Cities across the nation are challenged to meet needs and balance budgets. The National League of Cities (NLC) released a telling report on October 27, 2004. A news release summarized the report as follows: *"In the latest NLC survey of city finance directors, more than three in five said their cities were less able to meet their fiscal obligations, regardless of population size, region or taxing authority."*

Cities in our state report similar challenges. The Association of Washington Cities conducted a survey of mayors, city administrators and finance directors of AWC's member cities. The findings of this were presented by AWC Executive Director Stan Finkelstein in regional meetings this fall. A key finding was that tax-limiting initiatives have impacted service delivery. The survey showed what cities have done. The most common response to initiative impacts since 1999 reported by cities were:

"Used reserves	54%
Increased user fees	46%
Reduced staff training	45%
Increased taxes	43%
Eliminated staff positions	39%"

The AWC report summarized it all in these words: *"City officials have made tough choices to sustain services important to the citizenry."*

The baseline for the 2005 budget builds off of established council policies, such as the city's recently adopted financial policies. The proposed 2005 budget sustains the current general fund staffing

pattern, with additional staff only proposed within the self sustaining utility funds such as a 0.25 new position supported by the storm drainage utility and a 0.75 sanitation worker funded by the sanitation utility.

According to latest estimates from our finance director, the city should enter 2005 with approximately $3.0 + or - million in general fund reserves. This level of reserves exceeds the goals in the adopted financial policies, and allows for a more comfortable "wait and see" 2005 budget. The proposed budget foresees a general fund spending increase which is lower than the historic track. Before adjustment for non-recurring grant events, the increase is $119,115 or about 1.6%. After adjustment for the grant events, the increase, including the restored $100,000 overlay program is approximately $550,000 or 4.4%. Most of the elements of the Capital Facilities Plan (CFP) are in the budget. The significant restoration of 2005 is the street pavement overlay program. Overall, the proposed budget takes a very cautious approach to funding current operations.

This budget package has been constructed to meet the voter approved property tax levy cap of Referendum 47 and Initiative 747. This index, in accordance with Referendum 47, limits property tax increases for cities over ten thousand in population to the implicit price deflator (IPD); the IPD refers to the United States Department of Commerce, Bureau of Economic Analysis' estimate of the average price increases related to personal consumption expenditures. The IPD index number to be used for the 2005 property tax levy is 1%.

This budget relies upon tax contributions from new growth in the form of non-recurring planning/development fees, building fees and property taxes derived from investments (new construction) made in 2004. Another strong construction year is foreseen. Overtime, as the City approaches "build out", or as economic and interest rate conditions change, non-recurring planning/development and building fee revenues may flatten or decline.

We currently estimate that $444,765 in general fund reserves will be used to balance the 2005 general fund. The reserve funds will allow the city to reinstitute a modest street overlay program, after three years of deferral. The city's Finance Director is projecting the general fund to end 2004 with $3.1 million of reserves or $400,000+ greater than 2003.

New annual revenues in the range of $400,000 are needed for long-term structural balance of the general and street fund. Given the city's tax structure, new revenues will have to result from a combination of new major industrial/business investments and increased sales tax activity. There are some encouraging indicators of economic and tax base growth. Alternatively, further spending reductions could close the structural gap. In the short-term, to sustain this range of structural difference, the city will have to continue to employ remarkable restraint on spending in the form of modest inflation and labor settlements, maintain static staffing levels, and institution of minor new initiatives with a net offset to the general fund. These are important elements requiring a delicate balance that may prove difficult to sustain. It appears that with a modest commitment of general fund reserves, that 2005 can be a "wait and see year".

The city has been presented with several private investment opportunities. However, many of these opportunities have not been realized due primarily to the lack of "speculative" commercial/industrial space on our west side. One example is Kokusai. Kokusai wanted to site in Camas, but had an

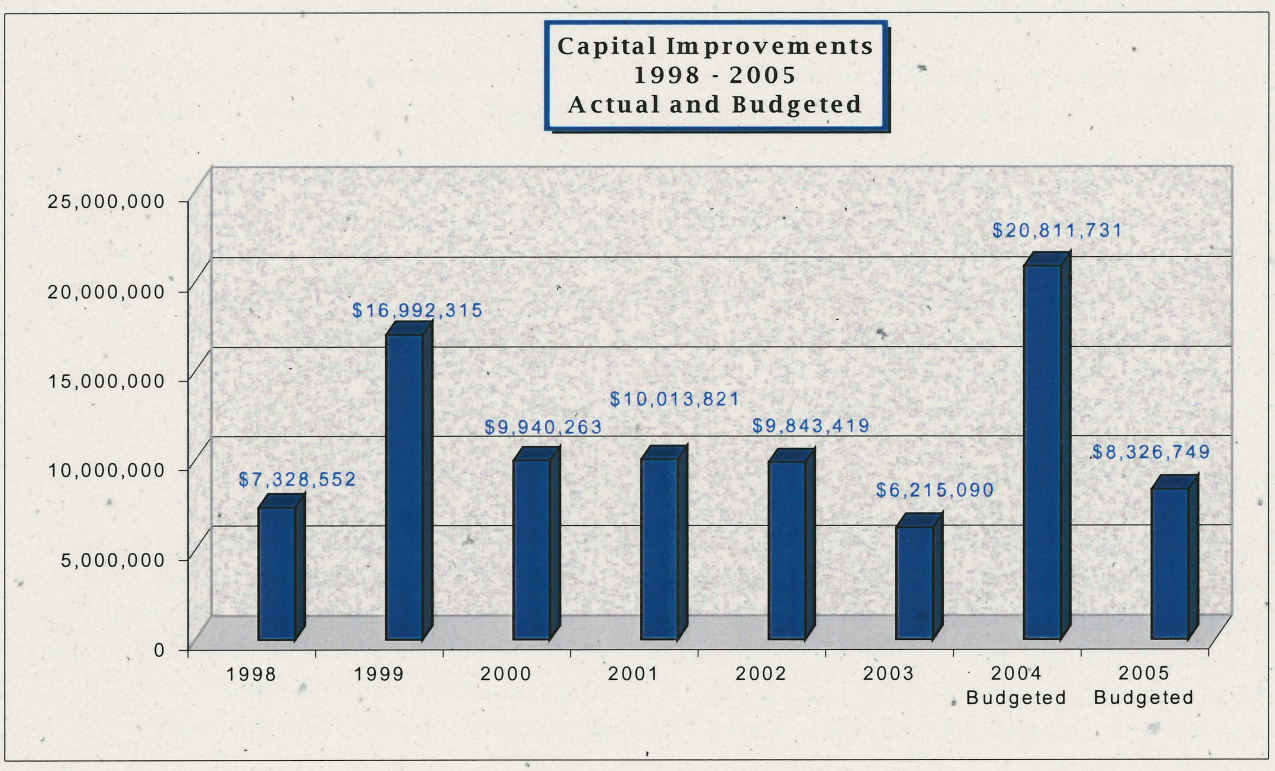
aggressive moving schedule. We had committed to fast timelines as well as offering some incentives. However, it was physically impossible for a building to be constructed in a reasonable time; so they chose to locate at Columbia Tech Center (Vancouver), even though we were able to show Camas was more price competitive. With Council's recent approval of Ambience (at Camas Meadows), our community will be better positioned to secure future economic opportunities.

The capital investments of the 2005 budget are derived from the updated Capital Facilities Plan (CFP). Many capital items identified in the CFP are included in the budget. Compared with the scale of capital projects initiated in 2004, next year will be less ambitious. The Lake Road/SE 1st Street project is well underway. The 2004 Public Works Trust Fund street reconstruction project is complete. Utility projects, construction of Klickitat Park, and the street overlay program are budgeted and noteworthy. Generally, items dependent on grant funding for which the grants are not yet assured are excluded from the budget. The potential Leadbetter Road construction project is a prime example, for which state grant funds are sought but not yet secured. As grant or other outside funding becomes secured, and/or necessary agreements with co-operating agencies are prepared, project budget appropriations will come forward. Refer to the following section for highlights of the capital program.

CAPITAL INVESTMENT

In 2004, several major investments were made. The SR 500 and Everett Street project was completed in October, with the installation of a traffic signal. The 192nd Street Project added a standard urban arterial street on our west side; it should be fully connected to the interchange with SR 14 by mid-2005. It is expected that three powerline transmission towers will be removed as an important visual element of this project. As noted, the Lake Road/SE 1st Street project is well into construction and should be complete by mid-2005 as well. None of these projects will require "rebudgeting".

The following chart depicts historic levels of capital investment.



Over $8.3 million in capital investments are reflected in the 2005 budget. This represents a strong and important level of capital investment in community infrastructure. Construction of these future facilities will be quite visible. Some of the highlights of the 2005-year include the following:

Water System Improvements:
Improvements in the Water System continue again next year.

- Construction of an 18" waterline crossing of the Washougal River, estimated at approximately $1.0 million
- Funds for well field expansion/acquisition are also in the budget.
- Work on needed waterline replacement is also financed.

Street Projects:

- Design work on the Leadbetter Road connection is slated for next year. This project's application for State TIB grant funding is pending at this writing.
- The return of a street overlay project is noted.
- CDBG applications for street, sidewalk, and accessibility improvements are also pending.

Emergency Medical Services:
The Administrative Cost charge by the City to the EMS fund is deferred. This charge accounts for the wide variety of on-going administrative services provided to the EMS function. Examples of the services include: accounting, auditing, legal, personnel and labor relations. In 2004, the charge was calculated at $96,000. The computation of 2005 administrative cost is $98,000, which is deferred (not waived). To ensure repayment of all deferrals, "first calls (or positions)" are placed on capital assets, in case the fund has to be liquidated.

Parks:
The year 2005 should be a big year for parks. Funded from non-general fund sources, a series of park and openspace improvements as well as purchases are included in the 2005 budget. The Klickitat Park is expected to be developed and built. The plan for the park benefited from an extensive public process. Another contribution to the regional partnership for developing the Captain William Clark park is budgeted. Park and openspace acquisitions are budgeted, consistent with the Parks plan and CFP. All acquisitions will have site by site City Council review and authorization.

Other Highlights:
Another busy year is in store for Planning, Engineering, Building and Operations. Since the completion of the comprehensive plan update in early 2004, many development proposals have been reviewed and processed. More are "in the process". The intensity of these activities will predictably move from the planning/engineering arenas on to the building department. Then, as the new developments are occupied, the financial impacts will more fully move to the operating departments. In the case of new residential projects, new residents will use a range of public services such as police, library, parks, fire/emergency medical, water/sewer, and streetsweeping.

The incremental diminishing service levels are already underway. Examples include deferral of parks maintenance, deferral/reduced street overlay, suspension of Neighborhood Traffic Management Program, reduced financial allocation to downtown revitalization efforts, and declines in the number of city staff per 1,000 residents (e.g. 1.43 police officers per 1,000 residents in 2005 compared to the city's target of 1.8).

OVERVIEW OF THE PROPOSED 2005 GENERAL FUND BUDGET

Recommended appropriation for the general fund in 2005 is approximately $12.8 million. This represents a $199,115 increase from the 2004 amended general fund budget or an increase of 1.55 percent.

General Fund

	ADOPTED 2004	PROPOSED 2005	INCREASE (DECREASE)
Operating Programs	$12,469,790	$12,704,655	$234,865
Capital	$182,250	$146,500	($35,750)
Total	$12,652,040	$12,851,155	$199,115

OVERVIEW OF THE 2005 PROPOSED BUDGET FOR ALL FUNDS

The proposed 2005 budget for all funds is $36.9 million, $11.7 million lower than budgeted for 2004. The "all funds" appropriations are reflective of capital project appropriations, including water/sewer capital projects.

CITY WORK FORCE:

Thirty-three percent (33%) of the 2005 budget is allocated to personnel salaries and benefits. City employment in 2004 was 156.5 full-time equivalents, and is estimated at 158.9 in 2005; none of the proposed added FTE positions will impact the general fund. *This is a remarkable staffing element in a community with a rapidly growing population.* Approximately $63,265 is allocated for uniform and clothing allowances. The budget, as prepared, reflects the known costs of personnel under existing collective bargaining agreements. The city and all its collective bargaining units have settled contracts for 2005. This lends a high level of predictability to salary costs, for the budget year. There will be a series of labor talks in the latter part of 2005.

SUPPLIES, SERVICES AND CHARGES:

Seventeen percent (17) of the 2005 budget is related to supplies, services, and charges. Detailed information on the categories listed below can be found in the body of the budget document:

Professional Services	***$1,352,980***
Intergovernmental Services	***$ 985,898****
Public Utilities	***$1,324,250*****
Supplies (includes chemicals)	***$1,097,985***
Vehicle Maintenance/Fuel	***$ 132,850***
Repairs and Maintenance	***$ 836,635***
Insurance	***$ 432,540***
Small Tools	***$ 208,830***

* - Includes jail, corrections, and court expenses.
** - Includes solid waste tipping fees.

DEBT OBLIGATIONS:

Eight and one-tenth percent (8.1) of the budget goes toward debt repayment. General obligation debt including the recent library bond totals $1,536,554 annually. Including the new wastewater treatment plant debt service, annual payments for water and sewer debt is over $1,487,561.

UNCERTAINTIES:

Cities—including Camas—face the cumulative impacts of the various initiatives of recent years. The vigor and duration of the apparent local economic upturn is uncertain. The likelihood of major new industrial and commercial investments is a matter for hopeful conjecture. An apparent structural imbalance in the general fund in the annual range of $400,000 or about three percent, calls for resolution. Higher than expected reserves allow the City to view 2005 as a "wait and see year". To provide stable public service levels, the City will need to stringently restrain spending, avoid new initiatives and abide austerity.

SUMMARY:
The proposed budget provides important public services in Camas. The water/sewer/solid waste utility functions are in good condition. To meet regulatory requirements, a storm water utility is implemented. The EMS function needs a clear path forward. The general fund balances with a drawdown of reserves. Perhaps this will be a "bridge year" as well as a "wait and see year". Additional local investment and economic vigor will help the City, it's businesses, it's people and it's municipal budget. With the comprehensive plan update, a friendly environment, good infrastructure and quality public services, the City of Camas is ready for renewed economic vitality.

Sincerely,

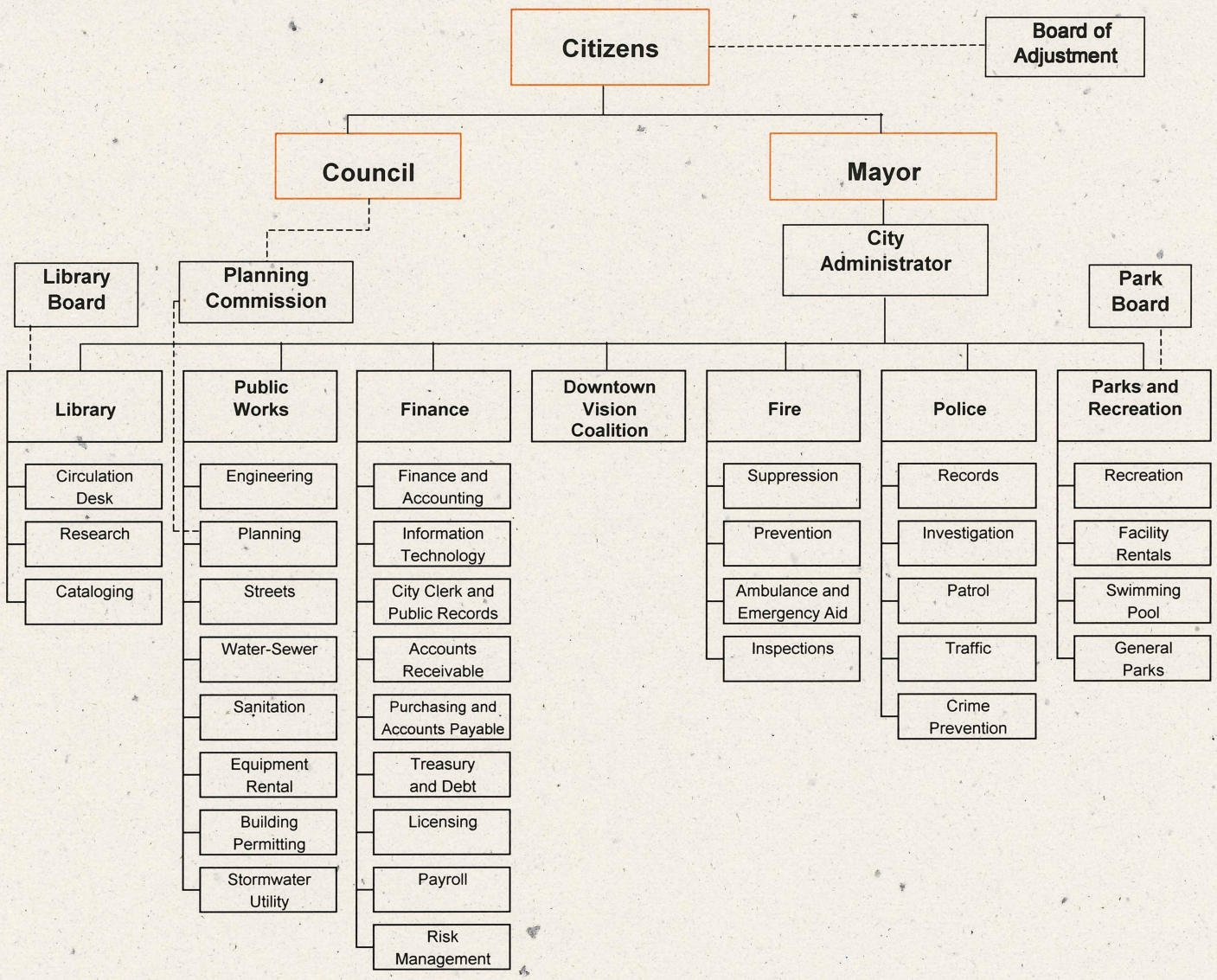
Paul Dennis
Mayor

City of Camas, Washington

Calendar for the 2005 Budget

Date	Steps in Budget Procedure
July 26 2004	Finance Director distributes instructions and forms to departments for 2005 budget preparation.
September 3, 2004	Departments file 2 copies of their budget, one each with City Administrator and Finance Director.
Sept. 7 - Sept. 13, 2004	Finance Director reviews budget submissions, consolidates estimates, projects revenues and compiles first draft of preliminary budget.
Sept. 7 - Sept. 17, 2004	City Administrator and Finance Director conduct departmental hearings to determine budget to be presented to the Mayor and City Council.
Oct. 4, 2004	Proposed preliminary budget distributed to Mayor and City Council.
Oct. 4 – Oct. 25, 2004	Mayor and City Administrator prepare budget message. Finance Director compiles the budget document.
Nov. 1, 2004	Proposed budget document submitted to City Council for additional study.
Oct. 26 and Nov. 2, 2004	Publish notice of tax levy hearing and statement of availability of preliminary budget by Nov. 19, 2004.
Nov. 8, 2004	Council holds public hearing and passes ordinance fixing 2005 tax levy. Finance Director notifies Clark County Assessor and County Commissioners of tax levy.
Nov. 15, 2004	Council holds workshop to review and discuss proposed 2005 budget. Proposed budget is available to the public.
Nov. 23 and Nov. 30, 2004	Publish notice of budget hearing.
Dec. 6, 2004	Council holds budget hearing; can be continued to subsequent council meetings
December, 2004	Council passes Year 2005 budget and budget ordinance published.

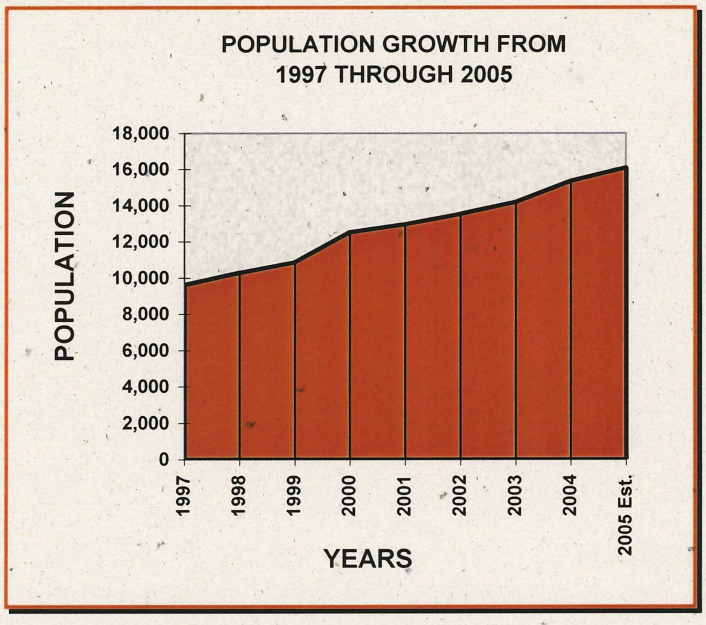
CITY OF CAMAS

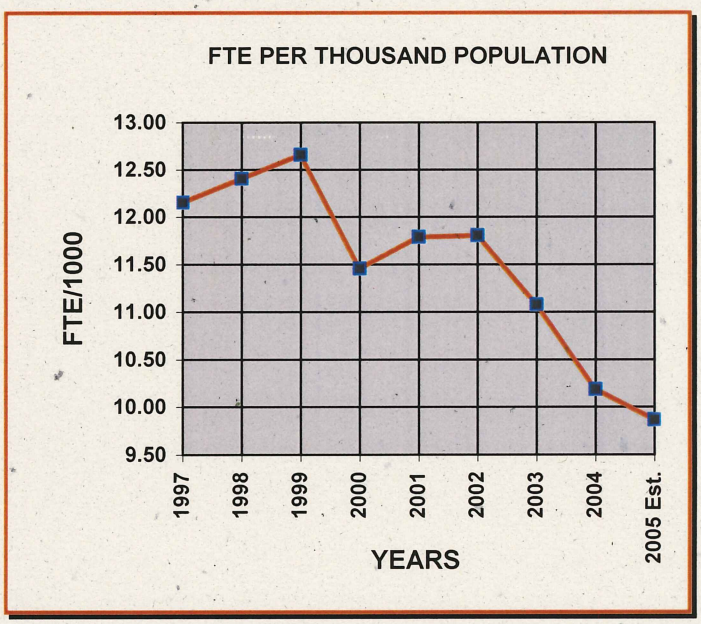


CITY OF CAMAS, WASHINGTON

Employees (Full Time Equivalents)
Nine Years 1997-2005

DEPARTMENT	1997	1998	1999	2000	2001	2002	2003	2004	2005
Executive	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50
Finance	8.00	8.66	9.00	7.50	7.50	7.50	7.00	7.00	7.25
Personnel	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Law Enforcement	21.00	23.50	26.50	26.50	27.50	27.50	27.48	27.48	27.48
Fire Control	14.61	15.50	19.00	19.00	21.33	23.40	23.40	23.40	22.90
Detention & Correction	-	-	-	1.00	1.00	1.50	1.48	1.48	1.48
Protective Inspections	5.00	5.00	5.00	5.00	5.50	5.25	5.00	5.00	5.50
Information Systems	-	-	-	1.50	1.50	2.00	2.50	2.50	2.50
Engineering	10.50	11.00	11.25	13.25	13.50	14.50	13.00	13.00	12.50
Central Services	-	-	-	-	0.25	0.25	0.13	0.25	0.25
Planning	3.00	3.50	3.50	3.50	4.00	4.00	4.00	3.50	3.50
Parks	6.00	7.80	7.80	8.30	10.00	9.70	9.50	9.50	9.97
Downtown Vision Coalition	-	-	-	-	-	0.55	0.30	0.30	0.20
Library	9.00	9.30	9.30	9.30	10.85	12.35	12.55	12.55	12.63
Total General Fund	**79.61**	**86.76**	**93.85**	**97.35**	**105.43**	**111.00**	**108.83**	**108.45**	**108.64**
Street	7.00	9.00	8.50	9.50	9.00	10.00	8.63	8.17	7.55
Emergency Rescue	12.39	13.00	15.00	15.00	15.00	15.10	15.10	15.10	15.10
Fisher Basin Storm Water	-	-	0.25	0.25	0.25	0.25	1.00	1.00	-
Sanitary	3.00	3.00	3.00	3.00	3.25	3.25	3.25	3.25	3.75
Water-Sewer	12.00	12.50	13.00	14.50	16.00	16.00	16.00	16.00	17.08
Storm Drainage Utility	-	-	-	-	-	-	-	-	2.33
Equipment Rental	3.00	3.50	4.00	4.00	4.00	4.25	4.50	4.50	4.42
TOTALS	**117.00**	**127.76**	**137.60**	**143.60**	**152.93**	**159.85**	**157.31**	**156.47**	**158.88**
POPULATION	**9,627**	**10,300**	**10,870**	**12,534**	**12,970**	**13,540**	**14,200**	**15,360**	**16,100**
									Estd.



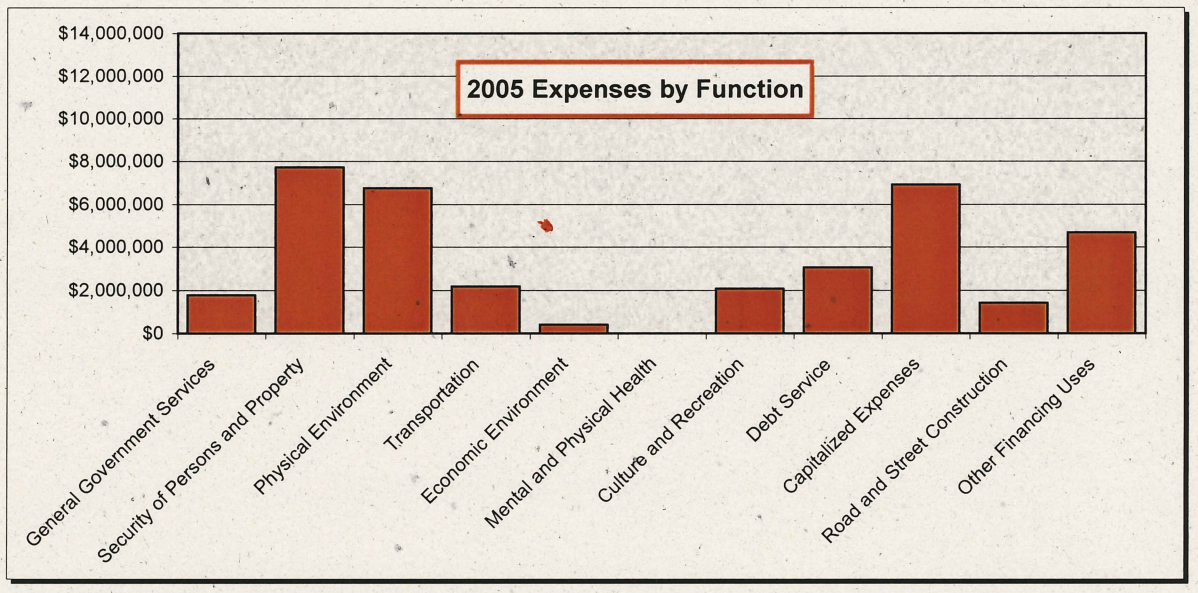


City of Camas, Washington
2005 Budget Summary
Revenues Classified by Source

	2003 Adopted Budget	2004 Amended Budget	2005 Proposed Budget
Taxes	$ 11,570,584	$ 11,976,007	$ 12,157,033
Licenses and Permits	618,400	517,558	527,715
Intergovernmental Revenues	1,927,240	9,703,400	1,634,038
Charges for Services	8,636,571	9,191,610	10,700,415
Fines and Forfeits	222,591	211,050	238,568
Miscellaneous Revenues	1,633,916	1,603,922	1,342,446
Other Income	1,000,000	976,000	1,049,153
Other Non Revenues	-	-	-
Other Financing Sources	10,100,342	9,117,850	7,076,061
Budgeted Fund Balance	3,694,345	5,361,077	2,209,847
Total Revenues	$ 39,403,989	$ 48,658,474	$ 36,935,276

Expenditures/Expenses by Function

	2003 Adopted Budget	2004 Amended Budget	2005 Proposed Budget
General Government Services	$ 1,667,570	$ 1,679,005	$ 1,763,912
Security of Persons and Property	7,433,854	7,599,321	7,719,625
Physical Environment	5,555,717	6,036,156	6,752,995
Transportation	1,844,697	2,110,530	2,175,823
Economic Environment	516,497	593,611	407,503
Mental and Physical Health	-	2,800	3,000
Culture and Recreation	1,925,464	1,982,410	2,063,333
Debt Service	2,967,571	2,883,060	3,046,275
Capitalized Expenses	5,720,514	6,300,525	6,916,749
Road and Street Construction	6,051,760	14,511,206	1,410,000
Other Financing Uses	5,720,345	4,959,850	4,676,061
Total Expenditures/Expenses	$ 39,403,989	$ 48,658,474	$ 36,935,276



City of Camas, Washington
2005 Annual Budget

Combined Summary of Revenues, Appropriations, and Other Financing Sources and Uses By Fund

	General Fund	SPECIAL REVENUE FUNDS City Streets	SE 1st/ Lake Road	Emergency Rescue	Debt Service Funds	Local Improvement Fund
Appropriated Fund Balance	$ 444,765	$ 150,000	$ -	$ -	$ -	$ 30,000
REVENUES:						
310 Taxes	9,524,308	-	-	550,000	1,082,725	-
320 Licenses & Permits	527,715	-	-	-	-	-
330 Intgovt. Revenues	447,718	783,099	-	378,221	-	-
340 Chgs. for Services	1,535,198	-	-	649,090	-	-
350 Fines & Forfeits	238,568	-	-	-	-	-
360 Misc. Revenues	102,883	-	-	250	-	-
Total Est. Revenues	12,376,390	783,099	-	1,577,561	1,082,725	-
370 Other Income	-	-	-	-	-	-
380 Other Non-Revenues	-	-	-	-	-	-
390 Other Est. Fin.Source						
Bond Proceeds	-	-	-	-	-	-
Loan Proceeds	-	-	-	-	-	-
Sale of Capital Assets	-	-	-	-	-	-
Transfers In	30,000	1,933,023	60,000	-	453,829	-
Total Est. Resources	$ 12,851,155	$ 2,866,122	$ 60,000	$ 1,577,561	$ 1,536,554	$ 30,000
APPROPRIATIONS:						
510 General Govt. Services	1,763,912	-	-	-		
520 Sec. of Person & Prop	6,116,064	-	-	1,577,561	-	-
530 Physical Environ.	1,139,278	-	-	-	-	-
540 Transportation	-	1,487,122	-	-	-	-
550 Economic Environ.	407,503	-	-	-	-	-
560 Mental & Phy. Health	3,000	-	-	-	-	-
570 Culture & Recreation	2,063,333	-	-	-	-	-
590-598 Other Type Exp.						
591 Debt Service	-	-	-	-	1,536,554	-
594 Capitalized Exp.	146,500	-	-	-	-	-
595 Road & Street Const.	-	1,350,000	60,000	-	-	-
Total Appropriations	11,639,590	2,837,122	60,000	1,577,561	1,536,554	-
Est. Other Financing Uses:						
Transfers Out	1,211,565	29,000	-	-	-	30,000
Total Estimated Uses	$ 12,851,155	$ 2,866,122	$ 60,000	$ 1,577,561	$ 1,536,554	$ 30,000

Combined Summary of Revenues, Appropriations and Other Financing Sources and Uses By Fund

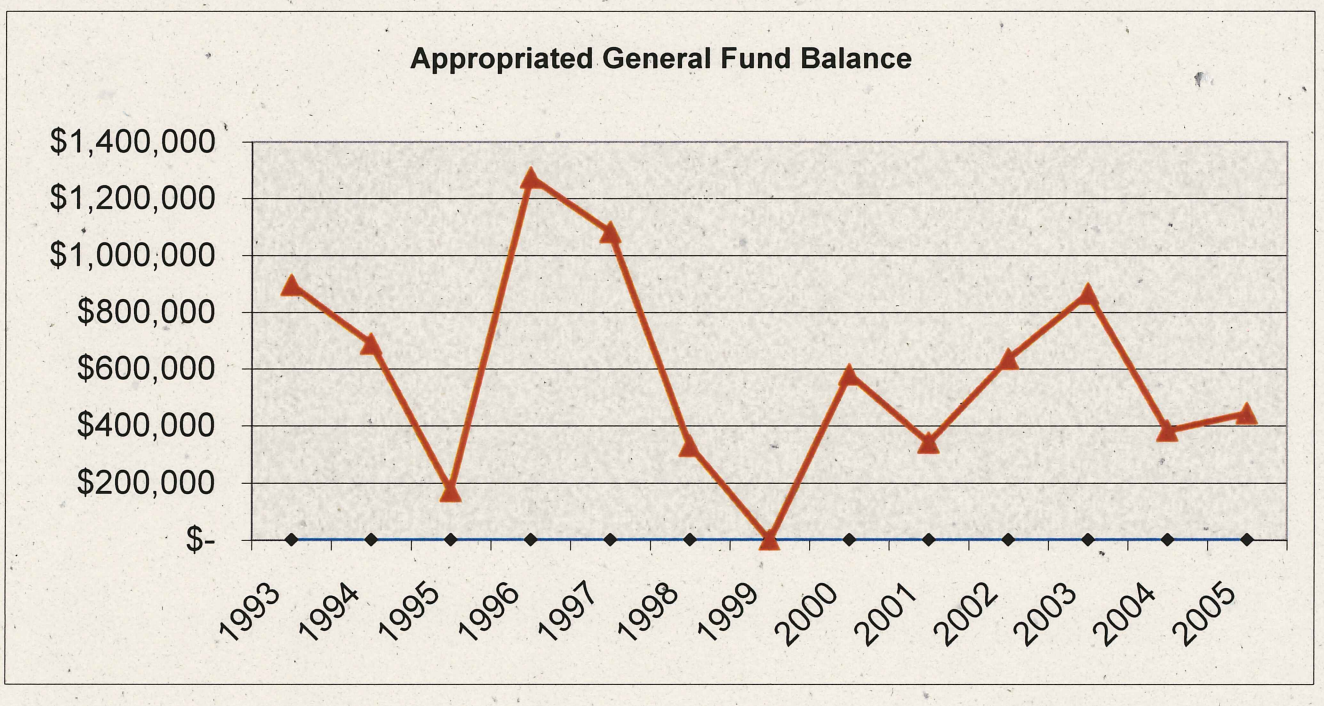
CAPITAL PROJECT FUNDS			PROPRIETARY FUNDS				Firemen's Pension Fund	Total All Funds
Growth Mgmt.	Library Construction	Klickitat Park Construction	Storm Drainage Utility	City Sanitary	Water - Sewer	Equipment Rental		
$ 478,196	$ -	$ -	$ 498,508	$ 47,483	$ 550,126	$ 10,769	$ -	$ 2,209,847
1,000,000	-	-	-	-	-	-	-	12,157,033
-	-	-	-	-	-	-	-	527,715
25,000	-	-	-	-	-	-	-	1,634,038
970,000	-	-	369,183	1,577,579	5,599,365	-	-	10,700,415
-	-	-	-	-	-	-	-	238,568
142,000	-	-	8,600	15,474	146,807	900,432	26,000	1,342,446
2,137,000	-	-	377,783	1,593,053	5,746,172	900,432	26,000	26,600,215
-	-	-	196,853	-	852,300			1,049,153
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
900,000	-	-	-	-	1,500,000	-	-	2,400,000
-	-	-	-	-	-	-	-	-
-	-	868,749	-	-	1,080,460	250,000	-	4,676,061
$ 3,515,196	$ -	$ 868,749	$ 1,073,144	$ 1,640,536	$ 9,729,058	$ 1,161,201	$ 26,000	$ 36,935,276
-	-	-	-	-	-	-	-	1,763,912
-	-	-	-	-	-	-	26,000	7,719,625
-	-	-	341,144	1,415,536	3,857,037	-	-	6,752,995
-	-	-	-	-	-	688,701	-	2,175,823
-	-	-	-	-	-	-	-	407,503
-	-	-	-	-	-	-	-	3,000
-	-	-	-	-	-	-	-	2,063,333
22,160	-	-	-	-	1,487,561	-	-	3,046,275
1,412,000	-	868,749	707,000	-	3,310,000	472,500	-	6,916,749
-	-	-	-	-	-	-	-	1,410,000
1,434,160	-	868,749	1,048,144	1,415,536	8,654,598	1,161,201	26,000	32,259,215
2,081,036	-	-	25,000	225,000	1,074,460	-	-	4,676,061
$ 3,515,196	$ -	$ 868,749	$ 1,073,144	$ 1,640,536	$ 9,729,058	$ 1,161,201	$ 26,000	$ 36,935,276

Summary of Estimated Appropriations By Fund
Actual for 2003 and Appropriations for 2004 and 2005

	Actual Expenditures 2003	Actual Appropriations 2004	Estimated Required 2005
GENERAL FUND	$ 11,802,210	$ 12,652,040	$ 12,851,155
SPECIAL REVENUES:			
City Street	2,404,813	4,582,782	2,866,122
SE 1st Street/Lake Road	-	11,400,000	60,000
Emergency Rescue	1,662,227	1,812,662	1,577,561
Fisher Basin Storm Water	65,939	132,523	-
TOTAL SPECIAL REVENUE FUNDS	4,132,979	17,927,967	4,503,683
DEBT SERVICE FUNDS:			
Local Improvement Guaranty	59,757	-	-
Unlimited Tax G.O. Bond Redemption	784,085	786,275	782,375
Limited Tax G.O. Bond Redemption	646,788	625,165	754,179
Local Improvement Debt Service	-	-	30,000
TOTAL DEBT SERVICE FUNDS	1,490,630	1,411,440	1,566,554
CAPITAL PROJECT FUNDS:			
Growth Management Capital Project	1,406,196	3,325,782	3,515,196
Library Construction Fund	2,081,148	-	-
Klickitat Park Construction	-	500,000	868,749
TOTAL CAPITAL PROJECT FUNDS	3,487,344	3,825,782	4,383,945
ENTERPRISE FUNDS:			
Storm Drainage Utility	-	-	1,073,144
City Sanitary	1,586,198	1,252,806	1,640,536
Water-Sewer	8,376,500	9,079,710	8,654,598
Water-Sewer Capital Reserve	1,664,011	1,337,000	1,074,460
TOTAL ENTERPRISE FUNDS	11,626,709	11,669,516	12,442,738
INTERNAL SERVICE FUNDS:			
Equipment Rental	1,140,011	1,155,729	1,161,201
FIDUCIARY FUNDS:			
Firemen's Pension	13,973	16,000	26,000
TOTAL	$ 33,693,856	$ 48,658,474	$ 36,935,276

2005 Schedule of
Transfers Out/ Transfers in

TRANSFERS FROM	TRANSFERS TO	AMOUNT	PURPOSE FOR TRANSFER
General Fund	Street Fund	$ 1,209,565	Street operations and construction
General Fund	Water/Sewer	2,000	Plotter
Street Fund	Water/Sewer	4,000	Plotter
Street Fund	Equipment Rental	25,000	Epoke Sanding Unit
Local Improvement District	General Fund	30,000	General Fund operations
Growth Management Fund	Street Fund	698,458	Transportation Impact Fees for NW 38th Ave, 192nd Avenue, Leadbetter
Growth Management Fund	SE 1st/Lake Road	60,000	Nw Lake Rd/Sierra Intersection
Growth Management Fund	LTGO Bond Redemption	453,829	SE 1st Street Road Improvements, Fire Pumper Truck debt payments, and Parker Street Improvements
Growth Management Fund	Klickitat Park Construction	868,749	Park design and construction
Storm Water Drainage Utility	Street Fund	25,000	Repayment for Utility study
Sanitation Fund	Equipment Rental	225,000	Sanitation Truck
Water/Sewer Capital Reserve	Water/Sewer	1,074,460	Water/Sewer construction projects
Total Transfers:		$ 4,676,061	



GENERAL FUND

THREE YEAR PROJECTIONS

	Projected Revenue 2005	Projected Revenue 2006	Projected Revenue 2007
Beginning Appropriated Fund Balance	$ 444,765	$ 890,337	$ 940,020
Revenues			
Taxes:			
Real & Personal Property	7,625,000	7,800,000	8,000,000
Private Harvest Tax	100	100	100
Local Retail Sales & Use Taxes	1,420,000	1,450,000	1,500,000
Local Criminal Justice	150,708	151,000	152,000
Gas	120,000	125,000	135,000
Franchise-Sanitary	6,500	6,700	7,000
Television Cable	118,000	122,000	128,000
Gambling-Punch/Pull Tabs	80,000	80,000	80,000
Penlts & Int. Oth. Taxes	4,000	4,000	4,000
Total Taxes	9,524,308	9,738,800	10,006,100
Licenses and Permits:			
Police & Protective	275	275	275
Other Business Licenses	200	200	200
Franchise Fees - Telecommunic.	1,000	1,000	1,000
Buildings, Structures, Equip.	500,000	500,000	500,000
Building & Structures - Fire	13,600	13,600	13,600
Animal Licenses	4,850	4,850	4,850
Street & Curb Permits	6,640	6,640	6,640
Other Nonbusiness Lic. & Permits	1,150	1,150	1,150
Total Licenses and Permits	527,715	527,715	527,715
Intergovernmental Revenue:			
Secure of Schools Grant	50,000	-	-
Pud Privilege Tax	135,000	150,000	170,000
Crim. Just. - Population	3,379	3,489	3,599
Crim Justice - Special Programs	11,213	11,736	12,270
DUI - Cities	2,444	2,450	2,450
Fire Ins. Premium Tax	23,580	24,000	24,000
Liq Excise Tax	59,904	62,000	65,000
Liq Board Profits	112,128	120,000	125,000
Payments In Lieu Of Taxes	2,426	2,426	2,426
Shared Costs - Court	18,644	18,000	18,000
Intergov.-Law Protection	25,000	25,000	25,000
Drug Enforcement	3,500	3,500	3,500
Shared Costs - Community Event	500	500	500
Total Intergovenmental Revenue	447,718	423,101	451,745
Charges for Goods and Services:			
Clerks Record Services	150	150	150
Court Fees	2,240	2,250	2,250
Sales Of Maps & Publications	422	425	425
Sales Of Maps/Pubs Non-Taxable	28	30	30
Duplicating Of Public Records	2,646	2,650	2,650

GENERAL FUND

THREE YEAR PROJECTIONS

	Projected Revenue 2005	Projected Revenue 2006	Projected Revenue 2007
Copies-Taxable	3,980	3,980	3,980
Sales Of Merchandise	25	25	25
Sales-Merch. (Nontaxable)	150	150	150
Law Enforcement Services	2,250	2,000	2,000
Law Enforcement - SRO	39,317	40,496	41,711
Protective Inspection Fees	2,920	3,000	3,000
Construction Inspection Fees	100,000	50,000	35,000
Emergency Service Fees	7,000	7,000	7,000
Zoning & Subdivision Fees	100,000	45,000	35,000
Plan Checking Fees	212,886	212,900	212,900
Plan Check Fees - Fire	11,500	11,500	11,500
Plan Review/Eng.& Planning	50,000	10,000	10,000
Site Plan Review Fees	10,000	10,000	10,000
Other Planning Fees	7,200	7,200	7,200
Swimming Pool Admissions	25,600	25,600	25,600
Swim Lessons	28,500	28,500	28,500
Recreation - Camps	12,293	12,300	12,300
Recreation - Youth Sports	25,092	25,100	25,100
Recreation - Adult Sports	62,478	62,480	62,480
Recreation - Senior Citizens	300	300	300
Recreation - Youth Programs	7,000	7,000	7,000
Adult Programs	200	200	200
Recreation - Miscellaneous	1,600	1,600	1,600
Budget Acctng Auditing Services	190,229	193,927	196,655
Legal Services	11,200	12,000	12,500
Personnel	21,146	21,780	22,433
Central Services-Bldg Rental	53,656	56,068	57,750
Emergency Rescue	-	-	103,000
Engineering Services	543,190	559,486	576,271
Total Charge for Goods and Services	1,537,203	1,417,103	1,518,667
Fines and Forfeits:			
Mandatory Insur. Costs	1,370	1,370	1,370
Traffic Infract.-Nonparking	75,000	75,000	75,000
Parking Violation	23,392	23,400	23,400
Driving While Intox.	20,080	20,100	20,100
Other Criminal Traffic	22,064	22,100	22,100
Other Nontraffic Misdemeanors	21,910	21,900	21,900
Criminal Costs	50,000	52,000	54,000
Domestic Violence Assessment fee	4,000	5,000	5,000
Public Defense Costs Recovery	6,000	7,000	8,000
Library Fines	14,752	10,000	8,000
Total Fines and Forfeits	238,568	237,870	238,870
Miscellaneous Revenues:			
Investment Interest	31,400	50,000	50,000
Int On Contracts, Notes, Receivable	10,400	8,000	8,000
Space & Fac Rents Short-term	1,210	1,200	1,200

GENERAL FUND

THREE YEAR PROJECTIONS

	Projected Revenue 2005	Projected Revenue 2006	Projected Revenue 2007
Space\Fac Rents-Com Ctr Sht/tm	5,500	5,500	5,500
Space & Facilities Leases L/T	21,269	21,269	21,269
Comm. Ctr-Fac. & Space Rnt L/T	896	900	900
Housing Rentals & Leases	28,408	29,000	30,000
Contrib From Private Sources	300	300	300
Sale Of Junk Or Salvage	1,500	1,500	1,500
Other Misc. Revenue	2,000	2,500	2,500
Total Miscellaneous Revenues:	104,888	122,175	123,176
Other Financing Sources:			
Proceeds From Sales Of Fixed Assets	-	10,000	10,000
Transfers In	30,000	-	8,000
Total Other Financing Sources	30,000	10,000	18,000
Total Estimated Resources	$12,410,400	$12,476,764	$12,884,273
Expenditures			
Transfer Out to Street Fund	$1,209,565	$1,312,656	$1,348,630
Legislative	102,050	105,622	109,319
Judicial	177,000	183,195	189,607
Executive	197,544	204,458	211,614
Finance Department	533,045	551,702	571,011
Legal Services	78,600	81,351	84,198
Personnel	132,587	137,228	142,031
Other General Governmental Services	151,220	156,513	161,991
Law Enforcement	2,875,516	2,976,159	3,080,325
Fire	2,374,423	2,457,528	2,543,541
Detention and/or Correction	387,450	401,011	415,046
Emergency Services	12,528	12,966	13,420
Information Systems	275,700	285,350	295,337
Engineering	1,059,018	1,096,084	1,134,447
Planning	350,107	362,361	375,043
Other Physical Environment	76,000	78,660	81,413
Parks & Recreation	1,187,798	1,229,371	1,272,399
Protective Inspection	475,147	491,777	508,989
Central Services	135,426	140,166	145,072
Information and Outreach	19,200	19,872	20,568
Community Ed. & Senior Programs	16,575	17,155	17,756
Downtown Visioning Coalition	59,196	61,268	63,412
Library	858,960	889,024	920,139
Library Books and Other Materials	106,500	110,228	114,085
Total Expenditures	$12,851,155	$13,361,701	$13,819,393

STREET FUND

THREE YEAR PROJECTIONS

	Projected Revenue 2005	Projected Revenue 2006	Projected Revenue 2007
Appropriated Fund Balance	$ 150,000	$ -	$ -
Revenues:		-	-
Fed.Indir.Grant-Stp	197,500	-	-
State Grant Dept Of Transp - TIB	231,542	-	-
Mot Veh Fuel Tax-City Streets	220,109	230,000	240,000
Mo Veh Fuel Tax-Street Improvements	102,912	106,500	110,000
Shared Costs-Road	31,036	-	-
Transfers In From TIF's	723,458	1,302,950	1,342,039
General Fund Transfer In	1,209,565	1,312,656	1,348,631
Total Revenues	$ 2,866,122	$ 2,952,106	$ 3,040,670
Expenditures			
Roadway preservation	$ 296,477	$ 305,371	$ 314,532
Roadway maintenance	85,107	87,660	90,290
Structures Maintenance	2,484	2,559	2,635
Sidewalk Maintenance	31,141	32,075	33,037
Special Purpose Paths Maintenance	901	928	956
Street Lighting Maintenance	215,331	221,791	228,445
Traffic Control Device Maint.	131,147	135,081	139,134
Parking Facilities Maintenance	1,469	1,513	1,558
Snow/Ice Control Maintenance	35,031	36,082	37,164
Street Cleaning Maintenance	32,550	33,527	34,532
Roadside Maintenance	62,438	64,311	66,240
Downtown Mall Maintenance	48,981	50,450	51,964
Ancillary Operations Maint.	19,609	20,197	20,803
Maintenance Administration	114,016	117,436	120,960
Mgmt - Road/Str Gen Admin	2,000	2,060	2,122
Gen Services - Road Gen Admin	342,662	352,942	363,530
Facilities - Road Gen Admin	5,012	5,162	5,317
Training - Road Gen Admin	11,266	11,604	11,952
Maintenance of Stations & Bldgs	49,500	50,985	52,515
Transfers Out	29,000	29,870	30,766
Total operations and maintenance	1,516,122	1,561,606	1,608,455
Construction projects	1,350,000	1,390,500	1,432,215
Total Expenditures	$ 2,866,122	$ 2,952,106	$ 3,040,670

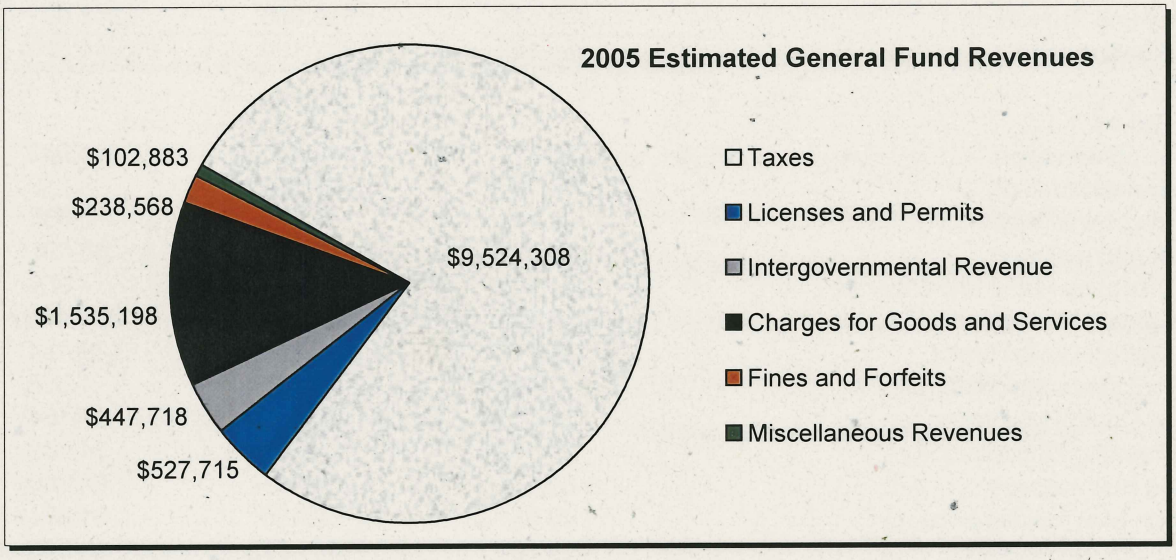
GENERAL FUND SUMMARY

FUNCTION

The General Fund accounts for all revenues and expenditures of the City of a general nature that are not required to be reported in a special type of fund. It receives a much greater variety of revenues and is utilized for a greater variety of expenditures than other funds.

ACTIVITIES AND SERVICES

Expenditures for legislative, judicial, executive, financial, administrative, legal, personnel, planning, general governmental services, information systems, engineering, parks and recreation, pollution control, neighborhoods, animal control, health, community education and library are included in the General Fund. Police and fire services are also included in this fund. The General Fund is reimbursed for applicable engineering, accounting, legal services and some administration it provides for the water-sewer, sanitary, emergency rescue and equipment rental functions.



GENERAL FUND

REVENUE DETAIL
THREE YEAR COMPARISON

FUND NUMBER 001		Actual Revenue 2003	Adjusted Estimated 2004	Estimated Revenue 2005
291 740 00	Beginning Appropriated Fund Balance	$ -	$ 383,406	$ 444,765
	Taxes:			
311 100 00	Real and Personal Property	7,248,030	7,705,275	7,625,000
312 100 00	Private Harvest Tax	153	-	100
313 100 00	Local Retail Sales and Use Taxes	1,369,309	1,175,000	1,420,000
313 710 00	Local Criminal Justice	143,269	140,068	150,708
316 430 00	Natural Gas	87,508	120,000	120,000

GENERAL FUND

REVENUE DETAIL
THREE YEAR COMPARISON

FUND NUMBER 001		Actual Revenue 2003	Adjusted Estimated 2004	Estimated Revenue 2005
316 450 00	Sanitary Franchise	7,493	6,000	6,500
316 460 00	Television Cable	110,505	101,194	118,000
317 510 00	Gambling Taxes	62,496	70,106	80,000
318 900 00	Other Taxes	-	-	-
319 800 00	Penalties and Interest - Gambling Taxes	4,757	500	4,000
	Total Taxes	9,033,520	9,318,143	9,524,308
	Licenses and Permits:			
321 300 00	Police and Protective	270	300	275
321 900 00	Other Business Licenses	549	250	200
321 910 00	Telecommunication Franchise	1,000	-	1,000
322 100 00	Buildings, Structures and Equipment	546,621	500,000	500,000
322 110 00	Buildings, Structures and Equip - Fire	9,728	8,092	13,600
322 300 00	Animal Licenses	4,635	4,670	4,850
322 400 00	Street and Curb Permits	3,361	3,194	6,640
322 900 00	Other Non-Bus Licenses and Permits	1,062	1,052	1,150
	Total Licenses and Permits	567,226	517,558	527,715
	Intergovernmental Revenue:			
331 083 54	Direct Federal Grants - FEMA	-	114,336	-
331 160 00	Direct Federal Grants - COPS	2,174	-	-
331 165 00	Direct Federal Grants - Secure Our Schools	-	-	50,000
333 140 00	Indirect Federal Grant - CDBG Downtown Rental	-	175,000	-
334 030 10	State Grant - DOE Litter Pick Up	3,194	1,600	-
334 030 11	State Grant - DOE Waste Locker	-	-	-
334 030 42	State Grant - Dept of Trade/Economic Developme	-	10,000	-
334 040 20	State Grant - Growth Management	12,542	-	-
335 000 91	P.U.D. Privilege Tax	105,604	100,000	135,000
335 020 32	DNR Land Use/Non-timber	(293)	-	-
336 060 21	Criminal Justice - Population	2,333	2,982	3,379
336 060 22	Criminal Justice - DCD#1	2,662	-	-
336 060 23	Criminal Justice - DCD#2	3,917	-	-
336 060 24	Criminal Justice - DCD#3	3,934	-	-
336 060 26	Criminal Justice - Special Programs	-	9,439	11,213
336 060 51	DUI - Cities	2,293	2,272	2,444
336 060 91	Fire Insurance Premium Tax	20,428	22,000	23,580
336 060 94	Liquor Excise Tax	48,477	49,842	59,904
336 060 95	Liquor Board Profits	85,180	71,426	112,128
337 000 00	Payments in Lieu of Taxes	2,426	2,426	2,426
338 120 00	Shared Costs - Court	18,844	10,769	18,644
338 210 00	County Law Protection	51,440	50,000	25,000
338 211 00	Drug Enforcement	6,740	5,300	3,500
338 730 00	Shared Costs - Community Event	2,033	-	500
338 790 00	Recreation Facilities	6,000	-	-
	Total Intergovernmental Revenue	379,928	627,392	447,718
	Charges for Goods and Services:			
341 320 00	Clerks Record Services	188	340	150
341 330 00	Court Fees	2,375	3,316	2,240
341 500 00	Sale of Maps and Publications	542	330	450
341 600 00	Printing and Duplicating Services	4,794	4,020	6,626
341 700 00	Sales of Merchandise	664	200	175
341 990 00	Other General Government	200	-	-
342 100 00	Law Enforcement Services	36,635	39,086	41,567

GENERAL FUND

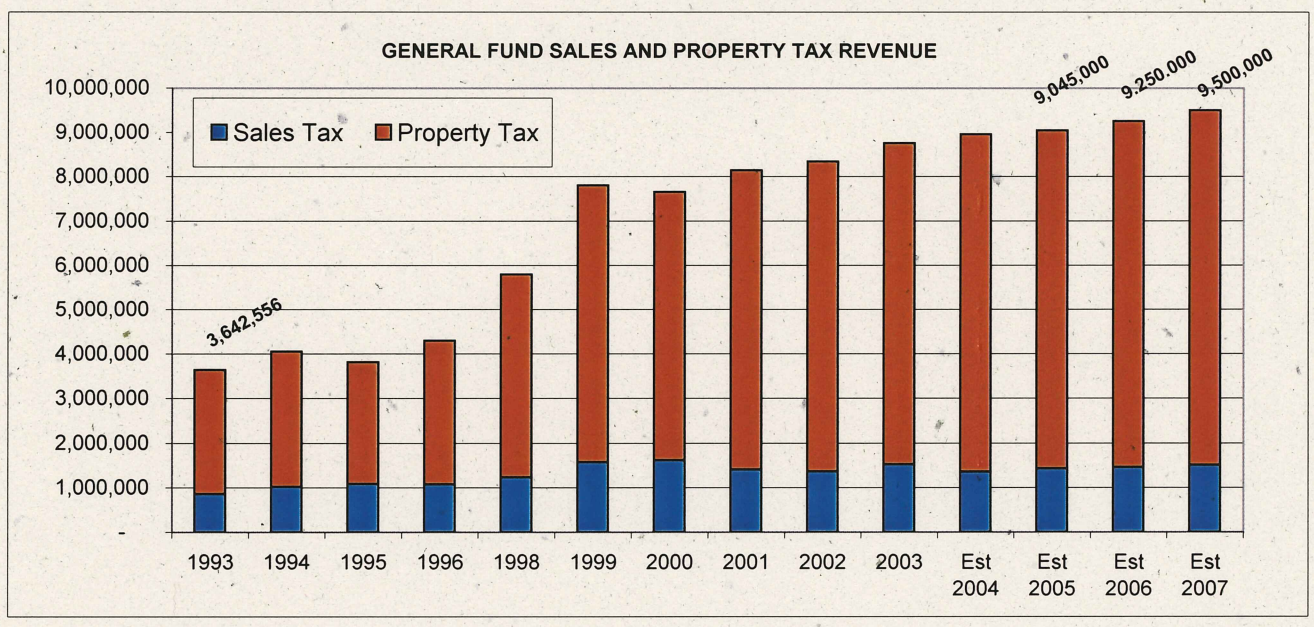
REVENUE DETAIL
THREE YEAR COMPARISON

FUND NUMBER 001		Actual Revenue 2003	Adjusted Estimated 2004	Estimated Revenue 2005
342 400 00	Protective Inspection Fees	5,039	3,484	2,920
342 400 20	Inspection Fees - Construction	21,253	12,172	100,000
342 500 00	Emergency Services Fees	6,623	6,446	7,000
342 900 00	Other Security of Persons and Property	1,500	-	-
343 950 00	Abatement - Hazards Removal	212	-	-
345 810 00	Zoning and Subdivision Fees	89,985	25,000	100,000
345 830 00	Plan Check Fees	265,889	228,000	212,886
345 830 10	Plan Check Fees - Fire	10,614	9,524	11,500
345 830 20	Plan Review-Engineering & Planning	7,937	2,400	50,000
345 830 30	Site Plan Review Fees	-	-	10,000
345 890 00	Other Planning Fees	6,025	4,440	7,200
347 310 00	Swimming Pool Admissions	22,278	25,000	25,600
347 325 00	P.E. School District	564	-	-
347 610 00	Swim Lessons	23,575	23,200	28,500
347 620 00	Recreation Programs	97,180	109,486	108,963
349 140 00	Budgeting, Acctng & Audit Services	183,000	169,727	190,229
349 150 00	Legal Services	19,500	11,190	11,200
349 160 00	Personnel	-	20,964	21,146
349 180 00	Central Services-Building Rental	16,500	75,789	53,656
349 190 00	Emergency Services	80,000	96,000	-
349 320 00	Engineering Services	408,500	537,468	543,190
	Total Charges for Goods and Services	1,311,572	1,407,582	1,535,198
	Fines and Forfeits:			
352 300 00	Mandatory Insurance Costs	1,150	1,514	1,370
353 100 00	Traffic Infraction Penalties	60,193	62,738	75,000
353 100 30	J.I.S. - Trauma Care	9,378	10,376	-
353 700 00	Non-Traffic Infraction Penalties	345	546	-
354 000 00	Parking Violations	23,385	25,760	23,392
355 200 00	Driving Under the Influence Fines	20,159	19,178	20,080
355 800 00	Other Criminal Traffic Misdemeanor	21,636	25,646	22,064
356 900 00	Other Non-Traffic Misdemeanors	17,666	16,902	21,910
357 200 00	Domestic Violence Assessment Fee	-	-	4,000
357 300 00	Other Criminal Costs	45,540	46,890	50,000
357 330 00	Public Defense Costs	-	-	6,000
359 700 00	Library Fines	10,654	1,500	14,752
	Total Fines and Forfeits	210,106	211,050	238,568
	Miscellaneous Revenues:			
361 110 00	Investment Interest	82,892	90,000	31,400
361 400 00	Interest on Sales Tax, Court Fees	8,098	8,000	10,400
362 401 00	Space/Facilities Rentals-Community	4,495	5,300	6,710
362 500 00	Space and Facilities Leases	22,774	21,264	21,269
362 501 00	Community Center Space Rentals	773	1,087	896
362 600 00	Housing Rentals and Leases	23,366	22,322	28,408
362 900 00	Other Rents and Use Charges	1,121	100	-
363 000 00	Ins. Premiums and Recovery	6,041	-	-
367 000 00	Contrib and Donations Pvt Sources	12,565	1,900	300
369 100 00	Obsolete Equipment	2,188	1,500	1,500
369 900 00	Other Miscellaneous Revenue	6,670	5,436	2,000
389 000 00	Other Non Revenues	-		-
	Total Miscellaneous Revenues	170,983	156,909	102,883
	Total Estimated Revenues	11,673,335	12,622,040	12,821,155

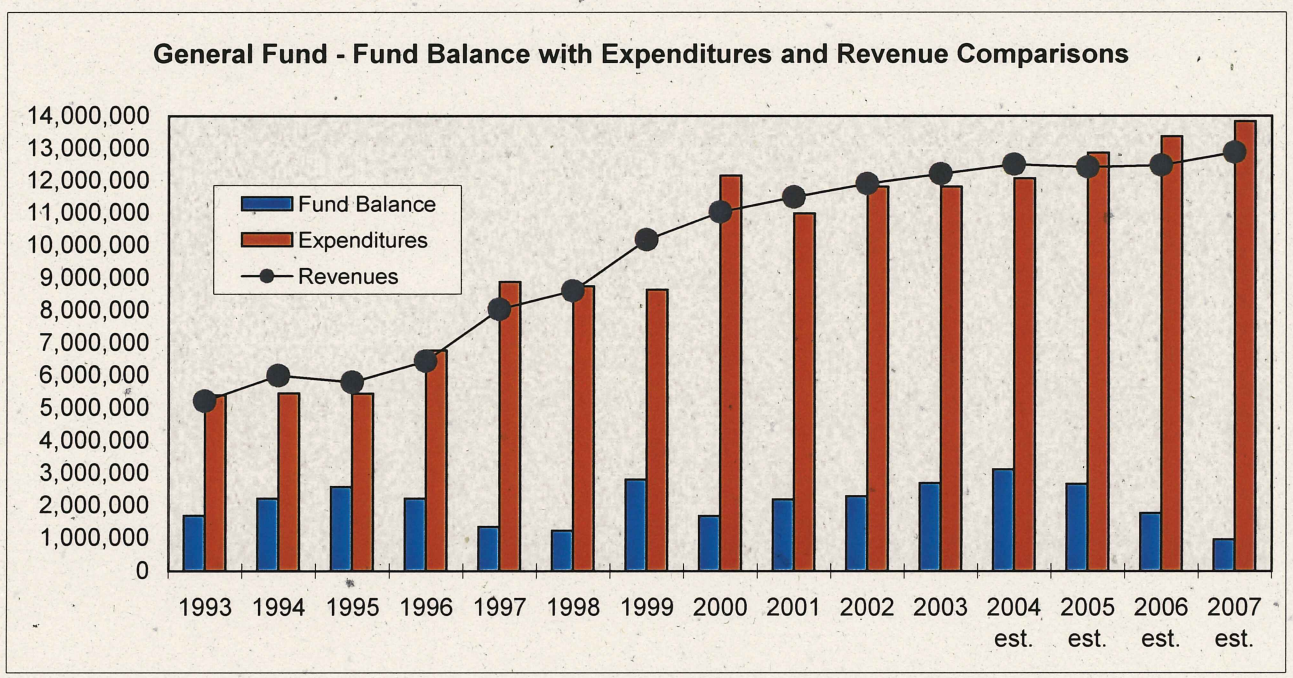
GENERAL FUND

REVENUE DETAIL
THREE YEAR COMPARISON

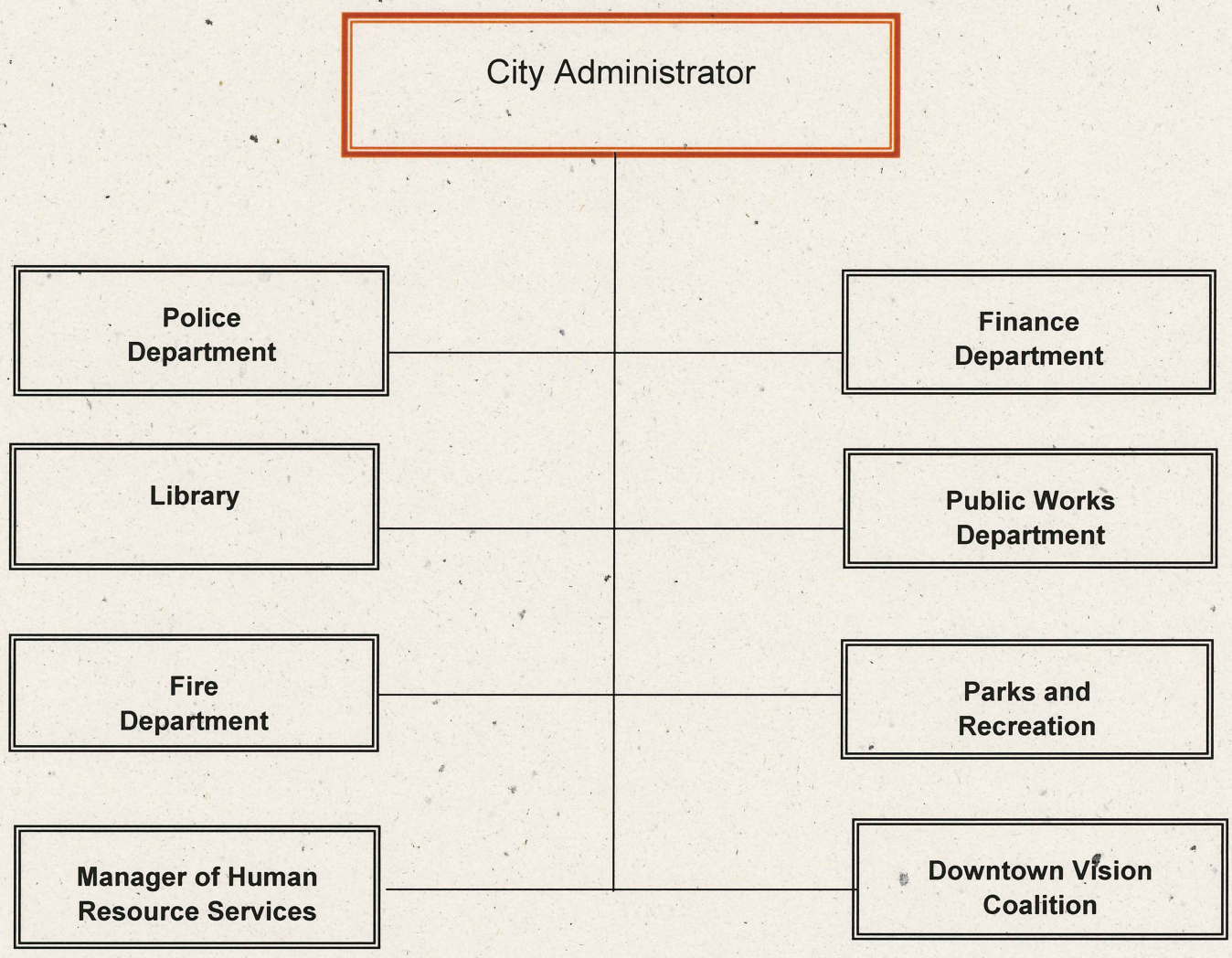
FUND NUMBER 001		Actual Revenue 2003	Adjusted Estimated 2004	Estimated Revenue 2005
	Other Financing Sources:			
395 100 00	Proceeds from Sales of Fixed Assets	53,152	-	-
397 000 00	Transfers-In	479,606	30,000	30,000
	Total Other Financing Sources	532,758	30,000	30,000
	Total Estimated Resources	$ 12,206,093	$ 12,652,040	$ 12,851,155



The above chart represents an eleven year history and current projections of the two primary tax revenues for the city.



ADMINISTRATION



LEGISLATIVE

MISSION STATEMENT

The council is the elected legislative governing body of the City of Camas.

GOALS FOR 2005

1. Provide policy direction for the city.
2. Continue long-range planning on needed infrastructure.
3. Foster teamwork between elected and appointed leadership and staff.
4. Continue citizen outreach and participation.
5. Explore and develop options around community joint cooperatives.
6. Keep informed of activity in regional, state, and national legislative processes.

ACTIVITIES AND SERVICES

The council determines policy as it relates to all city functions and activities, enacts ordinances and resolutions, and reviews certain appointments of the Mayor. The council meets at two regular meetings per month, two workshops per month and also attends numerous city-related committee and other governmental board meetings. Publication costs of city ordinances are included in this section of the budget.

LEGISLATIVE EXPENDITURE DETAIL
THREE YEAR COMPARISON

001.01.511	Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
300 OFFICIAL PUBLICATION SERVICES			
Other Services and Charges (Newsletter)	$ 7,182	$ 8,000	$ 8,000
400 TRAINING			
Supplies	508	1,400	1,200
Other Services and Charges	4,203	9,000	9,000
(Travel and registration, includes Planning Conference)			
600 LEGISLATIVE SERVICES			
Salaries and Wages	38,875	42,000	42,000
Personnel Benefits	3,256	3,600	3,600
Supplies	62	900	500
Other Services and Charges	1,236	4,000	4,000
700 ELECTION COSTS			
Intergovernmental Professional Services	31,807	16,800	33,750
TOTAL LEGISLATIVE	$ 87,129	$ 85,700	$ 102,050
% Increase (Decrease) Prior Year		-1.64%	19.08%

LEGISLATIVE PERSONNEL SCHEDULE	Actual Approp 2004	Estimated Required 2005
Council Members (7)	$ 42,000	$ 42,000
% Increase (Decrease) Prior Year		0.00%

JUDICIAL

FUNCTION

The Police Judge is the chief judicial officer of the city. The city contracts with Clark County for this service and one of the elected District Court Judges of Clark County.

ACTIVITIES AND SERVICES

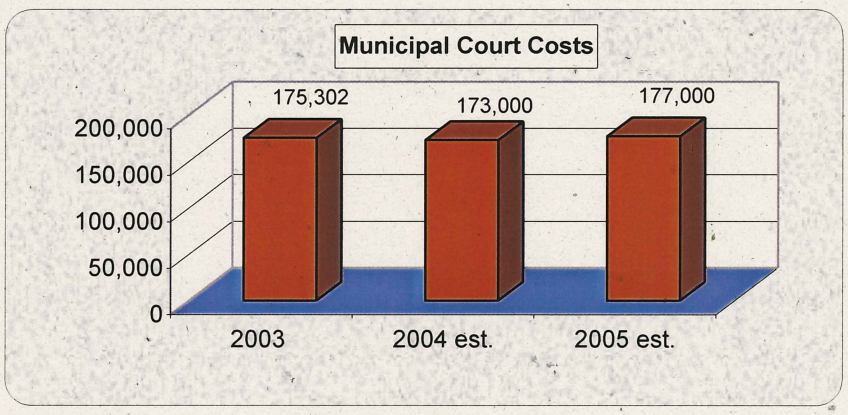
The Police Judge hears all cases and has exclusive jurisdiction over offenses defined by ordinances of the city. He has full power and authority to determine all cases, civil or criminal, arising under such ordinances and may pronounce judgment on these cases.

COMMENTS ON BUDGET APPROPRIATIONS

The city's contractual costs of court services have stabilized after several years of increases.

JUDICIAL EXPENDITURE DETAIL
THREE YEAR COMPARISON

001.02.512	Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
500 MUNICIPAL COURT			
Other Services and Charges (Indigent defense)	$ 30,000	$ 33,000	$ 33,000
Intergovernmental Services and Taxes	145,302	150,000	144,000
Total Municipal Court	175,302	183,000	177,000
TOTAL JUDICIAL	$ 175,302	$ 183,000	$ 177,000
% Increase (Decrease) Prior Year		4.39%	-3.28%



EXECUTIVE

MISSION STATEMENT

The Mayor is the chief elected official of the City of Camas. The Mayor appoints the City Administrator and all other department heads under the mayor-council form of government. Together, their role is to carry out the established policies of the city.

GOALS FOR 2005

1. Building an effective management team.
2. Administer the daily operations effectively.
3. Pursue favored external funding for city projects and investments.
4. Continue to work to diversify and strengthen the local economy, tax base, and revenue stream.
5. Represent the City in contacts with other organizations.

ACTIVITIES AND SERVICES

The Mayor is responsible for directing and coordinating the activities of the city departments through the City Administrator, such as carrying out the policies of the council and directing the day-to-day activities of the operating departments of the city. The Mayor submits the proposed budget to the city council with recommendations for the ensuing year. Duties of the Mayor also consist of the political and community leadership of the city. The Mayor is responsible for the appointment and removal of most nonelective city officials subject to provisions of local and state codes. The Mayor shall preside over all meetings of the city council, when present, but shall have a vote only in the case of a tie in the votes of the council members, with respect to matters other than the passage of any ordinance, grant, or revocation of franchise or license, or any resolution for the payment of money.

EXECUTIVE EXPENDITURE DETAIL
THREE YEAR COMPARISON

001.03.513	Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
100 ADMINISTRATION			
Salaries and Wages	$ 143,304	$ 145,668	$ 149,552
Personnel Benefits	27,779	34,859	35,392
Supplies	684	3,500	3,000
Other Services and Charges	4,948	8,000	7,200
Total Administration	176,715	192,027	195,144
400 TRAINING			
Supplies	154	500	400
Other Services and Charges	3,350	2,000	2,000
Interfund Payments for Services	72	-	-
Total Training	3,576	2,500	2,400
TOTAL EXECUTIVE	$ 180,291	$ 194,527	$ 197,544
% Increase (Decrease) Prior Year		7.90%	1.55%

EXECUTIVE PERSONNEL SCHEDULE	Actual Approp 2004	Estimated Required 2005
Mayor	$ 16,200	$ 16,200
City Administrator	106,908	110,115
Secretary to the City Administrator (.5 FTE)	22,560	23,237
Total Executive	$ 145,668	$ 149,552
% Increase (Decrease) Prior Year		2.67%

OTHER SERVICES AND CHARGES DETAIL:

Professional Service	$ 200
Communication (cell phones, internet, telephone)	3,000
Travel, registration, memberships, monthly mileage	4,000
Total	$ 7,200

LEGAL SERVICES

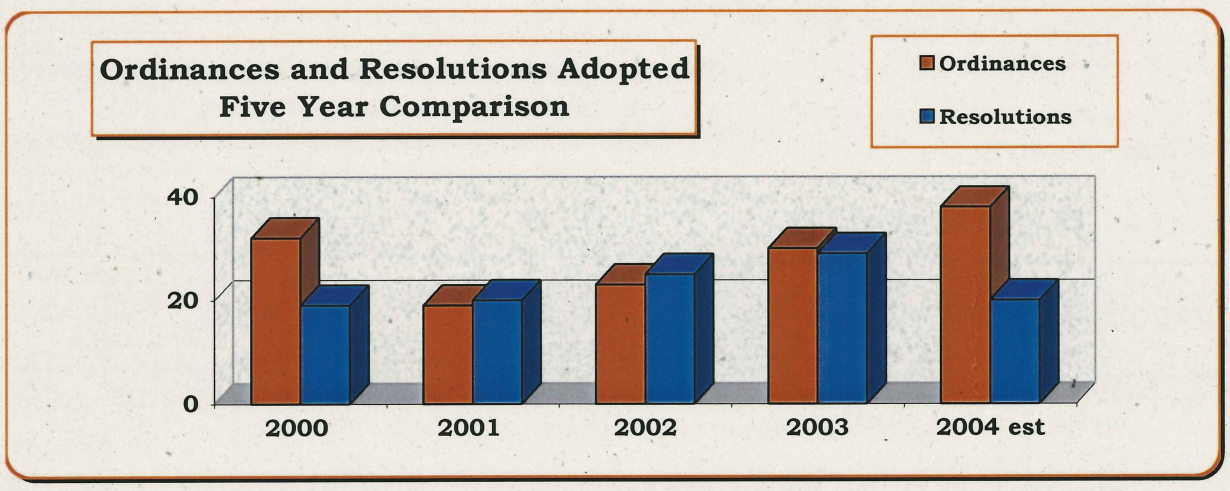
FUNCTION

The City Attorney's office provides legal advice and services to the City of Camas officials.

ACTIVITIES AND SERVICES

The City Attorney drafts and/or approves all proposed ordinances and contracts of the city. The City Attorney's office prosecutes all offenders of city ordinances and certain state statutes falling within the jurisdiction of the police court. The City Attorney provides legal advise to the city council, Mayor and other members of the city staff and represents the city in some litigation.

Land acquisitions, zoning regulations, utility rate changes, budget appropriations and salary changes, are just a few topics which require legal representation and often result in new or revised ordinances or resolutions. The following graph charts the volume of ordinances and resolutions adopted over a five year period.



LEGAL SERVICES EXPENDITURE DETAIL
THREE YEAR COMPARISON

001.05.515	Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
LEGAL SERVICES			
Supplies	$ -	$ 500	$ 500
Other Services and Charges	73,806	75,400	77,300
400 TRAINING			
Other Services and Charges	466	1,000	800
TOTAL LEGAL	$ 74,272	$ 76,900	$ 78,600
% Increase (Decrease) Prior Year		3.54%	2.21%

OTHER SERVICES AND CHARGES DETAIL:

Professional Services (City Attorney and Assistant City Attorney)	$ 75,900
Communication (one telephone line)	600
Registrations, dues, publications	800
	$ 77,300

PERSONNEL DEPARTMENT

FUNCTION

The personnel function provides for the cost of personnel and related services for the city including the classification of positions, recruiting and placement, and job specifications.

ACTIVITIES AND SERVICES

Expenses for personnel recruitments, labor relations consultants and other expenses that cannot be assigned to a specific department are included in this budget section. The city's wellness program is also included.

COMMENTS ON BUDGET APPROPRIATIONS

Labor relations costs associated with negotiation of labor agreements are included in this budget. All city labor contracts are expected to open in the Fall of 2005. The wellness program continues and many employees continue to participate.

PERSONNEL EXPENDITURE DETAIL
THREE YEAR COMPARISON

001.06.516	Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
200 PERSONNEL SERVICES			
Salaries and Wages	$ 61,346	$ 60,976	$ 62,805
Personnel Benefits	13,355	14,024	18,842
Supplies	1,049	3,000	2,500
Other Services and Charges	4,565	13,100	38,500
Intergovernmental Services	-	100	100
Interfund Payment for Services	-	300	-
400 TRAINING			
Other Services and Charges	137	1,000	1,000
900 WELLNESS PROGRAM			
Supplies	1,367	5,100	5,290
Other Services and Charges	459	2,950	3,550
Interfund Payment for Services	240	-	-
TOTAL PERSONNEL	$ 82,518	$ 100,550	$ 132,587
% Increase (Decrease) Prior Year		21.85%	31.86%

PERSONNEL SCHEDULE	Actual Approp 2004	Estimated Required 2005
Manager of Human Resources Services	$ 60,976	$ 62,805
% Increase (Decrease) Prior Year		3.00%

OTHER SERVICES AND CHARGES DETAIL:

Personnel:

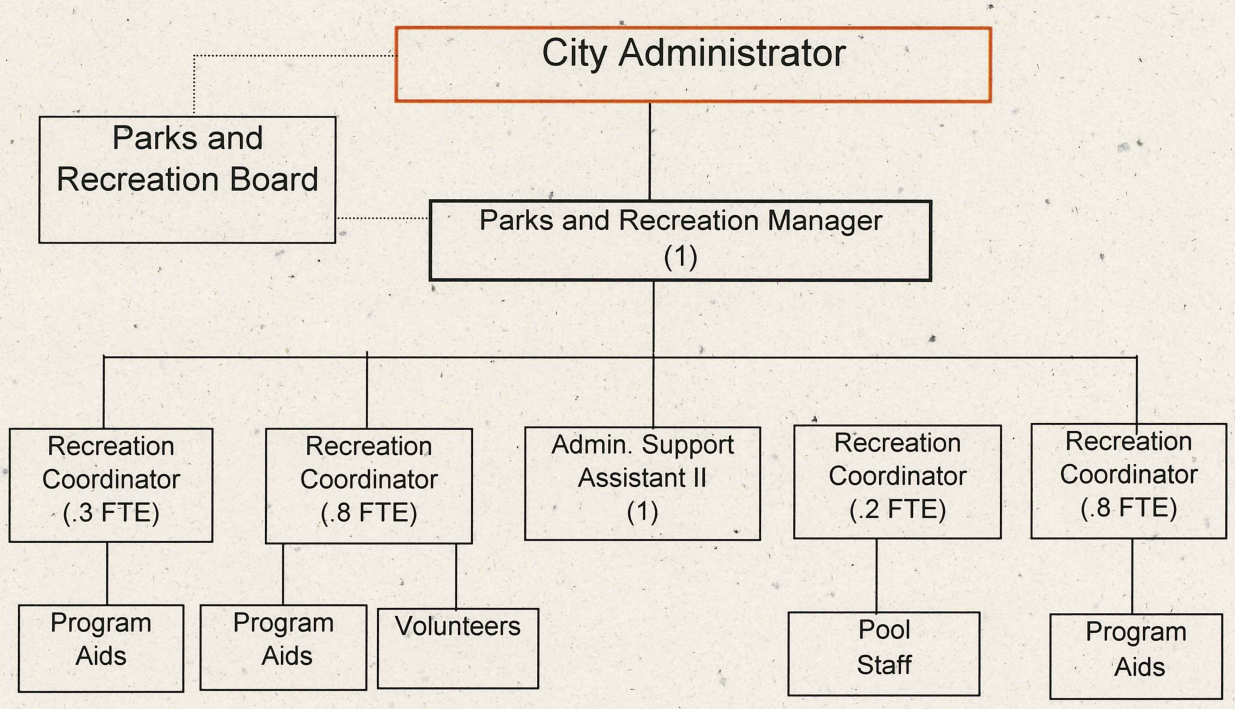
Professional Services (Labor negotiator, unemployment contractor)	$ 35,000
Communication, travel, repairs and maintenance	1,000
Registrations, membership dues, publications	2,500
Total other services and charges - personnel	$ 38,500

OTHER SERVICES AND CHARGES DETAIL:

Wellness:

Professional Services (speakers, hearing and cholesterol screening)	$ 2,150
Repairs and Maintenance (exercise equipment)	600
Subscriptions	50
Registration and travel for Wellness conferences	750
Total other services and charges - wellness	$ 3,550

PARKS AND RECREATION



PARKS AND RECREATION

MISSION STATEMENT

Through provision of recreation and parks services, it enhances the quality of life and nutures the health and well-being of people, community, environment and economy.

The department is community driven. Together, and often in partnership with related fields and organizations, it:

1 **helps individuals reach their potential** - ensuring healthy, active and balanced lifestyles, a fit foundation for productive lives - stimulating holistic growth and development.

2 **strengthens the social foundations of our society** - building strong relationships - collaborating to support families of all kinds, nurturing leadership and developing self-reliant communities - creating understanding and harmony through shared leisure lifestyles.

3 **serves as "stewards of the environment"** - creating environmental awareness and encouraging ecosystem approaches to planning - protecting, preserving and restoring significant natural areas and corridors.

4 **builds and renews local economies -** reducing dependencies on health and social services through building a fit and productive work force; stimulating the leisure industires and attracting economic development to the community known for a high quality of life.

ACTIVITIES AND SERVICES

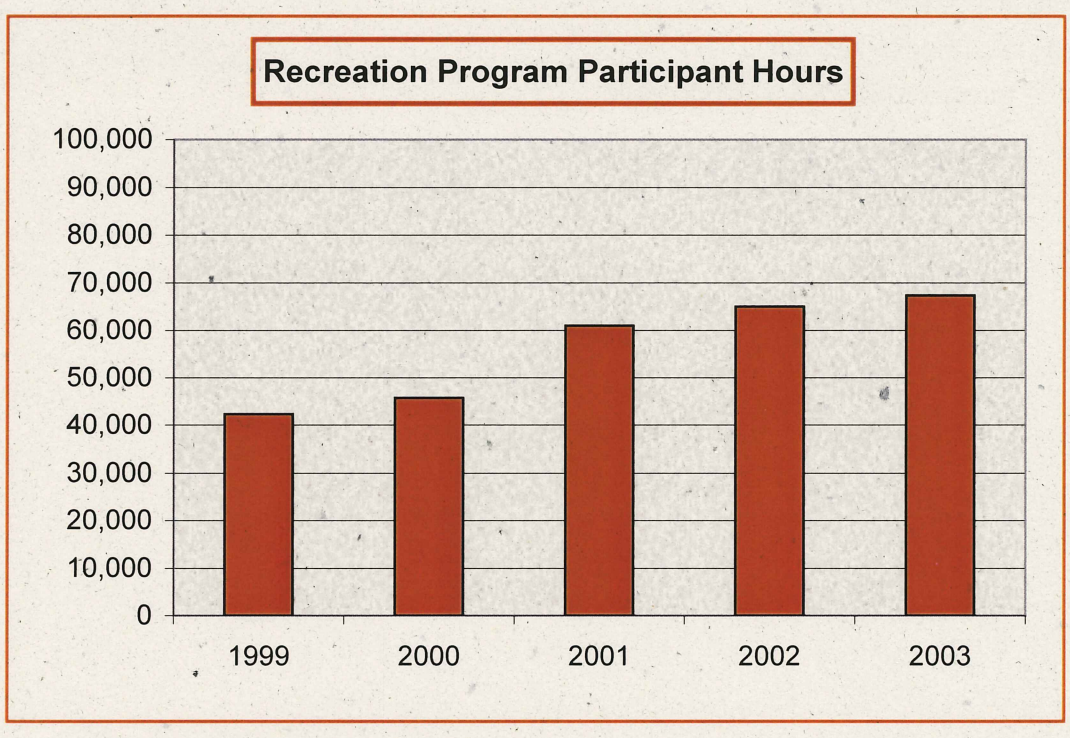
The Park and Recreation function provides for the operation of general recreation facilities for the residents of the city and surrounding area. The city maintains and operates playgrounds and parks, swimming and wading pools, a community center, a lighted baseball park, a little league park, trails, picnic grounds, tennis courts, and a boat dock.

PARKS AND RECREATION EXPENDITURE DETAIL
THREE YEAR COMPARISON

001.18.			Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
574	**200**	**PARTICIPANT RECREATION**			
		Salaries and Wages	$ 104,390	$ 105,359	$ 114,140
		Personnel Benefits	23,393	30,338	26,696
		Supplies	18,449	19,075	23,575
		Other Services and Charges	49,128	51,110	53,300
		Prof. Services ($42,700 for instructors, concerts, referees/umpires)			
		Rentals ($6,100), Misc. ($4,500)			
		Interfund Payments for Services	830	1,000	-
575	**400**	**TRAINING**			
		Other Services and Charges	940	2,000	1,000
575	**500**	**COMMUNITY CENTERS**			
		Salaries and Wages	32,468	38,381	40,296
		Personnel Benefits	14,271	14,599	14,104
		Supplies	4,167	16,000	13,500
		Other Services and Charges	40,906	40,500	45,800
		Prof. Services ($7,500 for janitorial)			
		Phones, utilities ($17,000)			
		Insurance ($4,000)			
		Repairs and Maint. ($5,000)			
		Newsletter ($12,300)			
		Intergovernmental Services	-		
		Interfund Payments for Services	2,269	3,600	3,600
576	**100**	**ADMINISTRATION**			
		Salaries and Wages	58,596	60,360	62,472
		Personnel Benefits	16,079	17,000	18,741
576	**200**	**SWIMMING POOLS**			
		Salaries and Wages	69,317	76,120	75,684
		Personnel Benefits	13,521	12,394	9,122
		Supplies	8,418	10,500	14,900
		Other Services and Charges	17,110	18,830	38,630
		Professional Services ($500), Insurance ($3,000),			
		Utilities ($15,000), Repairs and Maint. ($18,500),			
		Misc. ($1,500), Phones ($30), Rentals ($100)			
		Intergovernmental Services	-	-	500
		Interfund Payments for Services	508	1,500	500
576	**800**	**GENERAL PARKS**			
		Salaries and Wages	228,947	243,895	259,429
		Personnel Benefits	64,690	73,079	77,709
		Supplies	73,076	72,800	72,000
		Other Services and Charges	84,905	95,800	97,100
		Communication ($800), Insurance ($5,100)			
		Miscellaneous ($6,000)			
		Rentals ($7,400), Utilities ($45,000)			
		Repairs & Maint. ($32,800)			
		Interfund Payments for Services	115,744	140,000	125,000

PARKS AND RECREATION EXPENDITURE DETAIL
THREE YEAR COMPARISON

001.18.		Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
594	**CAPITAL OUTLAY**			
730	Community Center	9,279	-	-
760	General Parks	169,270	29,000	-
	TOTAL PARKS AND RECREATION	$ 1,220,671	$ 1,173,240	$ 1,187,798
	% Increase (Decrease) Prior Year		-3.89%	1.24%

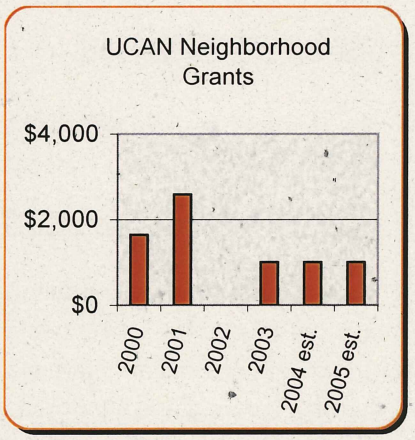


PARKS AND RECREATION PERSONNEL SCHEDULE	Actual Approp 2004	Estimated Required 2005
Recreation Coordinator (2 FTE-2004, 1.9 FTE-2005)	$ 74,457	$ 83,820
Program Aides	30,478	29,820
Recreation Overtime	424	500
Admin. Support Assistant I (1 FTE)	29,112	-
Admin. Support Assistant II (1 FTE)	-	33,330
Facilities Maintenance	9,004	6,816
Overtime	265	150
Parks and Recreation Manager	60,360	62,472
Swimming Pool Employees Salaries and Wages	60,209	67,168
Recreation Coordinator (.2 FTE)	15,115	8,016
Swimming Pool Overtime	796	500
Public Works Operation Manager (.11 FTE-2004, .2 FTE-2005)	8,892	13,620
Lead Maintenance Worker	57,350	59,064
Senior Maintenance Worker	52,481	54,052
Maintenance Worker II (2 FTE)	96,055	99,426
Seasonal Maintenance Worker (3 at 6 mths maximum)	28,817	32,967
Parks Maintenance Overtime	300	300
Total Parks and Recreation	$ 524,115	$ 552,021
% Increase (Decrease) Prior Year		5.32%

INFORMATION AND OUTREACH

MISSION STATEMENT

* To provide information and outreach to foster and support the neighborhood associations and their vital work.
* To provide financial assistance to a local social service agency for their support of low income citizens.



ACTIVITIES AND SERVICES

$9,000 is budgeted for the East County Family Service Center. $3,000 is budgeted to cover the estimated costs of a community clean-up effort sponsored by UCAN. The UCAN neighborhood's mini-grant program is funded at the $3,000 level for 2005.

INFORMATION AND OUTREACH EXPENDITURE DETAIL
THREE YEAR COMPARISON

001.24			Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
557	200	**COMMUNITY INFORMATION SERVICES**			
		Community Information Services	$ 9,000	$ 9,000	$ 9,000
557	210	**NEIGHBORHOOD ASSOCIATION**			
		Supplies	39	3,000	2,500
		Other Services and Charges	2,105	8,700	7,700
		TOTAL INFORMATION AND OUTREACH	$ 11,144	$ 20,700	$ 19,200
		% Increase (Decrease) Prior Year		85.75%	-7.25%

OTHER SERVICES AND CHARGES DETAIL:

Communication	$ 200
Public utility (Spring Clean-up)	3,000
UCAN neighborhood grants	3,000
Registrations for conferences, copier maintenance	1,500
Total other services and charges	$ 7,700

COMMUNITY EDUCATION
and
SENIOR PROGRAMS

MISSION STATEMENT

The Camas Community Education Program is dedicated to offering reasonably priced, high quality, life-long learning and recreational opportunities for residents of all ages residing in the Camas School District.

ACTIVITIES AND SERVICES

The Camas Community Education Program offers quarterly youth activities including sports camps, enrichment classes, youth basketball, field trips, summer park programs and Friday youth nights. Community Education offers quarterly adult classes ranging from basketball and volleyball to massage therapy, drawing and finance classes. The Camas Community Education Program also coordinates the rentals of all Camas School District buildings.

Senior activities are included here separately from the Community Education Program.

COMMUNITY EDUCATION EXPENDITURE DETAIL
THREE YEAR DETAIL

001.25.571	Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
200 Community Education			
Intergovernmental Services	$ 11,000	$ 11,000	$ 11,000
290 Senior Programs			
Supplies	454	900	900
Other Services and Charges	2,961	4,675	4,675
TOTAL COMMUNITY EDUCATION	$ 14,415	$ 16,575	$ 16,575
% Increase (Decrease) Prior Year		14.98%	0.00%

OTHER SERVICES AND CHARGES DETAIL:	
Communication	$ 500
Travel	4,000
Miscellanous	175
Total	$ 4,675

DOWNTOWN VISION COALITION

MISSION STATEMENT

The revitalization of the downtown is a multi-year effort to improve the core business district of the City. Within this area, the program strives to promote and enhance economic vitality, residency, cultural opportunities, recreational activities and beautification. Public and private partnerships, couples with a strong business retention and recruitment program will optimize the ability to attract and keep a number of key anchor tenants. By encouraging a carefully crafted mix of small town charm and broad array of shopping opportunities, the goal is to make the downtown a "first choice" destination for business owners and patrons alike.

DEPARTMENT GOALS FOR 2005

1. Add more attractive elements to the streetscape of downtown.
2. Promote the downtown business area as a destination.

ACTIVITIES AND SERVICES

The DVC is established as a nine member non-profit organization representing the interests of the implementation partners, downtown stakeholders, and the broader community. The City will provide funding and staff in support of this coalition and their program activities. The *Downtown Camas Vision and Implementation Plan,* adopted by the City in August 2001, represents a holistic approach to downtown revitalization and is the basis for the DVC work plan. The plan identifies five focus areas: 1) creating a healthy business environment, 2) facilitating parking and access, 3) maintaining design design integrity and local infrastructure, 4) strengthening social and historical foundations, and 5) enhancing marketing and publicity. A number of tasks have been accomplished since 2001. An example is the downtown plaza on 4th between Birch and Cedar. A series of strategies set forth specific methods for bringing about the desired outcomes in each focus area. These are supported by actions that establish the steps necessary to implement the strategies and thus fulfill the vision. City support for the effort is again reflected in the budget.

DOWNTOWN VISION COALITION DEPARTMENT EXPENDITURE DETAIL
THREE YEAR COMPARISON

001.26			Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
558	**900**	**PLANNING AND COMMUNITY DEVELOPMENT**			
		Salaries and Wages	$ 12,936	$ 14,663	$ 10,074
		Personnel Benefits	2,695	3,673	2,872
		Supplies	1,871	3,100	6,000
		Other Services and Charges	26,227	26,250	7,950
		Communications	2,297	4,000	1,800
		Advertising	-	13,600	0
		Repairs and maintenance	113	3,130	2,000
		Miscellaneous (printing and event sponsorships)	4,440	6,920	7,500
594	**950**	**CAPITAL OUTLAY**			
		Other Infrastructure	69,411	-	21,000
		TOTAL DOWNTOWN VISION COALITION	$ 119,990	$ 75,336	$ 59,196
		% Increase (Decrease) Prior Year			-21.42%

DOWNTOWN VISION COALITION PERSONNEL SCHEDULE	Actual Approp 2004	Estimated Required 2005
Recreation Coordinator (.3 FTE-2004, .2 FTE-2005)	$ 13,602	$ 9,574
Overtime	1,061	500
	$ 14,663	$ 10,074
% Increase (Decrease) Prior Year		-31.30%

OTHER SERVICES AND CHARGES DETAIL	
Website maintenance	$ 1,000
Business recruiter	5,000
Consultant services	1,950
Total	$ 7,950

CAPITAL OUTLAY DETAIL	
Micro-mall	$ 15,000
Intersection bulb-outs	6,000
Total	$ 21,000

GROWTH MANAGEMENT ACT
CAPITAL PROJECTS FUND

MISSION STATEMENT

This fund accounts for expenditures that will be funded from proceeds of the local real estate excise tax collected by the county from sales of real estate within the city. The proceeds of the parks and open space impact fees are also deposited in this fund to be expended for purposes for which the tax was collected. School impact fees are collected by the city and immediately remitted to the county for credit to the school district. Transportation impact fees and fire facility impact fees are also accounted for within this fund. Other funds for open space or related projects received from for other governmental agencies will be deposited and accounted for in the fund.

GOALS FOR 2005

1. Park and open space acquisitions consistent with the park, open space comprehensive plan.
2. Professional update of the comprehensive park, recreation, and open space plan.
3. Street projects including the completion of the SE 1st Street/Lake Road project and design of Leadbetter Street.

COMMENTS ON BUDGET APPROPRIATIONS

Transportation Impact Fees (TIF) are transferred to the City Street Fund to support TIF eligible projects: $200,000 for NW 38th, $330,000 for 192nd Avenue, $60,000 for Lake Road/Sierra, and $168,458 for Leadbetter.

TIF's will also be transferred to the debt service fund for debt service payments: $210,564 to repay a portion of the loans for Parker Street and $70,287 to repay a portion of the public works trust fund loans for SE 1st Street and Lake Road.

Fire impact fees will be used to repay a portion of the State of Washington loan for the fire pumper truck.

Real estate excise tax revenues will be used to repay a portion of the interfund loan to construct the Fire Station 42 facility, Fallen Leaf Park improvements (along with a $25,000 state grant), and to repay a portion of the public works trust fund loan for the 2004 street reconstruction program. Real estate excise tax revenues will be transferred to the Klickitat Park Construction Fund for the construction of a neighborhood park.

GROWTH MANAGEMENT ACT
CAPITAL PROJECTS FUND

REVENUE DETAIL
THREE YEAR COMPARISON

300.00			Actual Revenue 2003	Adjusted Estimated 2004	Estimated Revenue 2005
291	740	**Beginning Appropriated Fund Balance**	$ -	$ 1,460,782	$ 478,196
317		**Taxes:**			
		Local Real Estate Excise Tax	1,004,779	800,000	1,000,000
		Total Taxes	1,004,779	800,000	1,000,000
		Intergovernmental Revenue:			
334	027	State Grant - IAC	-	-	25,000
337	010	Conservation Futures-County	-	-	82,000
		Total Intergovernmental Revenue	-	-	107,000
345		**Charges for Goods and Services:**			
	850 10	Impact Fees-Transportation	439,093	400,000	450,000
	850 00	Impact Fees-Parks & Open Space	458,891	470,000	420,000
	850 20	Impact Fees-Fire	143,708	120,000	100,000
		Total Charges for Goods and Services	1,041,692	990,000	970,000
		Miscellaneous Revenue:			
361	110	Investment Interest	122,396	75,000	60,000
367	110	Donations	10,999	-	-
		Total Miscellaneous Revenue	133,395	75,000	60,000
		Other Financing Sources			
391	100	Long-term Debt Proceeds	-	-	900,000
391	800	Intergovernmental Loan Proceeds	325,000	-	-
		Total Other Financing Sources	325,000	-	900,000
		Total Estimated Revenues	2,504,866	3,325,782	3,515,196
		Total Estimated Resources	$ 2,504,866	$ 3,325,782	$ 3,515,196

GROWTH MANAGEMENT ACT CAPITAL PROJECTS FUND
EXPENDITURE DETAIL
THREE YEAR COMPARISON

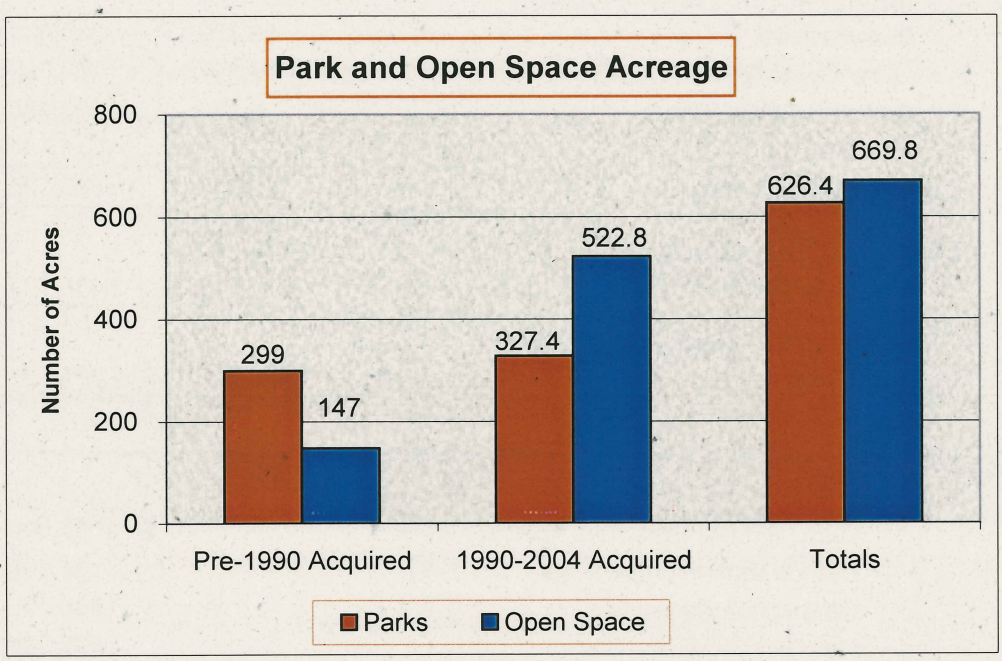
300.00			Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
		Debt Service			
592	100	Interest on Interfund Loan	$ 38,160	$ -	$ 22,160
		Total Debt Service	38,160	-	22,160
		Other Services and Charges			
594	XXX	Professional Services	28,162	10,000	50,000
		Miscellaneous (Rebate)	36,089	-	-
		Total Capital Outlay	64,251	10,000	50,000
		Capital Outlay:			
594	190	Miscellaneous General Government	4,800	-	-
	220	Security of Persons and Property	356,751	-	-
	760	Park Facilities	88,859	580,000	962,000
	790	Other Open Space	4,007	200,000	300,000
	950	Pedestrian Paths/Trails	4,520	100,000	100,000
595	300	Roadway	-	-	-
		Total Capital Outlay	458,937	880,000	1,362,000
		Other Financing Uses:			
597	000	Transfers Out	844,848	2,435,782	2,081,036
		Total Growth Management Capital Project Fund	$ 1,406,196	$ 3,325,782	$ 3,515,196

CAPITAL OUTLAY DETAIL:

Capt. William Clark Park Improvements	$ 50,000
Benton Park Improvements	30,000
Openspace Acquisition	300,000
Neighborhood Park Sites	600,000
Fallen Leaf Ballpark Improvements	100,000
Ash Creek Neighborhood Park Design	100,000
Heritage Park	82,000
Trail/path Acquistion and Development	100,000
Total Capital	$ 1,362,000

Transfers Out Detail

Transportation Impact Fees:		
	NW 38th Avenue Extension	$ 200,000
	192nd Avenue	330,000
	Lake Road/Sierra	60,000
	Leadbetter	168,458
	Debt payments - Parker Street	210,564
	Debt payments - Lake Road	70,287
Fire Impact Fees:		
	Debt payments - Fire pumper truck	69,603
Real Estate Excise Tax II		
	Klickitat Park	868,749
	Debt payments - Street Reconstruction	103,375
	Total Transfers Out	$ 2,081,036



KLICKITAT PARK CONSTRUCTION

PROJECT STATEMENT

This fund will account for the construction of the Klickitat Park, a new neighborhood park located at Klickitat and McIntosh. The park design benefited from collaboration of a diverse advisory committee.

COMMENTS ON BUDGET APPROPRIATIONS

Funding for this project will come from real estate excise tax revenues.

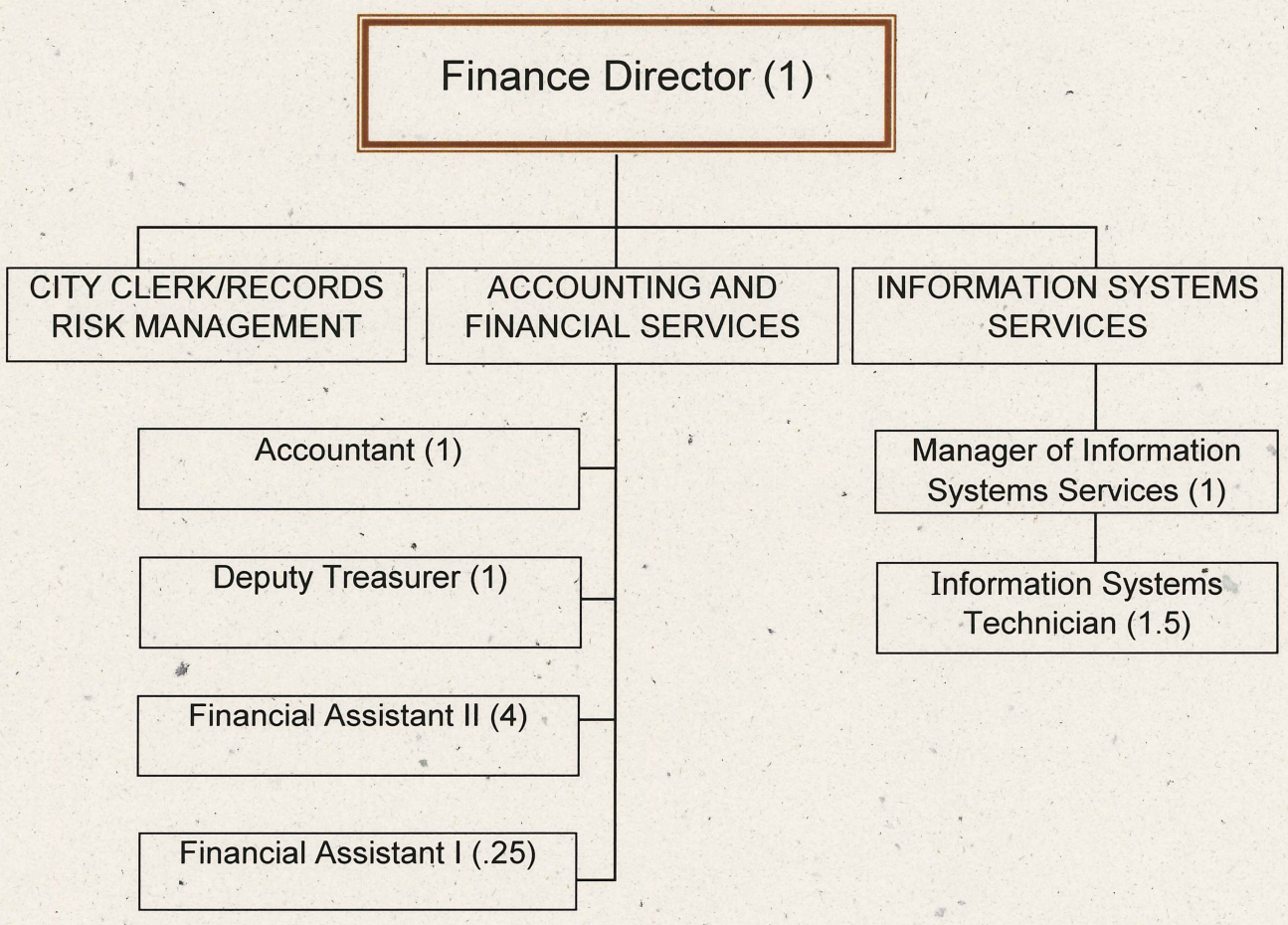
REVENUE DETAIL
TWO YEAR COMPARISION

322.00		Adjusted Estimated 2004	Estimated Revenue 2005
397 000	**Other Financing Sources:**		
	Transfers in	$ 500,000	$ 868,749
	Total Other Financing Sources	500,000	868,749
	Total Estimated Resources	$ 500,000	$ 868,749

EXPENDITURE DETAIL
TWO YEAR COMPARISON

322.00		Actual Approp 2004	Estimated Required 2005
594 760	**Park Facilities**	$ 500,000	$ 868,749
	Total	$ 500,000	$ 868,749

FINANCE DEPARTMENT



FINANCIAL AND RECORDS SERVICES DEPARTMENT

MISSION STATEMENT

The Finance Department's mission is to ensure the City's financial stability, maximize the use of its financial resources, and provide superior financial, accounting, treasury and budgeting information and services, while maintaining the highest level of public trust.

The Finance Department strives to provide progressive, automated, quality services to the citizens, City Council and Mayor, and the many City departments it serves using the most advanced technology available and affordable.

DEPARTMENTAL GOALS FOR 2005

1. Implement accounting and setup billing database and utility rates for new Storm Water utility.
2. Research and implement a process to accept web-based utility payments, if the costs are not prohibitive.
3. Upgrade financial accounting software to newer version and train all users of the new features.
4. Enhance cross training employees to provide continuation of service during employee absences.
5. Complete emergency planning for the Finance and IT Departments specific operations.

ACTIVITIES AND SERVICES

The Finance Department consists primarily of the following service areas:

Accounting/Financial Services

- Budgeting and Accounting
- Financial Reporting
- Utility Billing and Receipting
- Payroll and Benefits
- LID Billing and Receipting
- Accounts Payable
- Accounts Receivable
- Cash and Investment Mgmt.
- Equipment Rental

Records/Risk Management

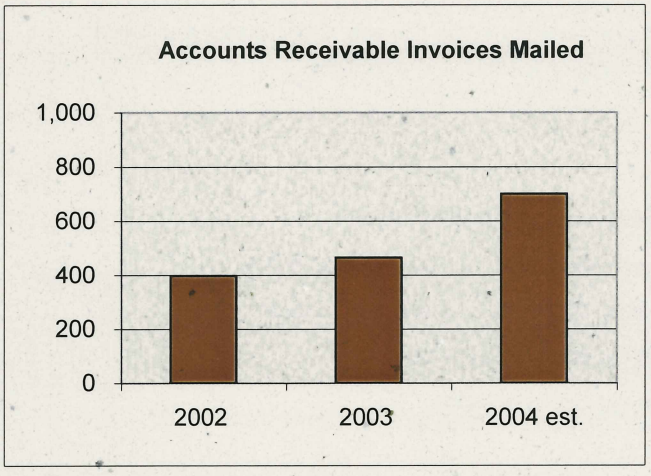
- City Clerk duties
- Information archival
- Records Searches
- Insurance Management
- Municipal Code

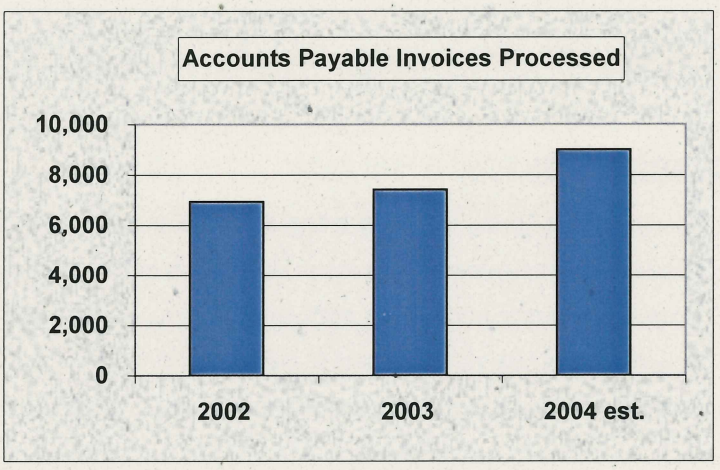
COMMENTS ON BUDGET APPROPRIATIONS

The Finance Department continues to enhance efficiency and streamline its process' using technology. The ultimate goal is to provide better services to our citizens and employees in other departments in the city. The department is requesting a part time employee in 2005 to assist in establishing a billing system for the proposed new utility.

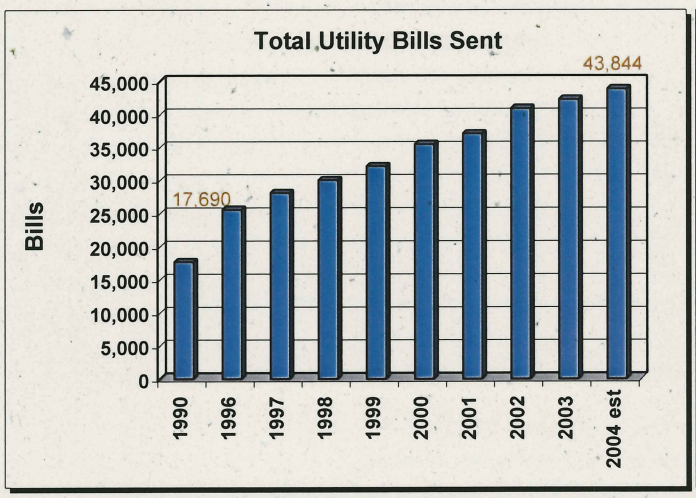
STATISTICAL INFORMATION

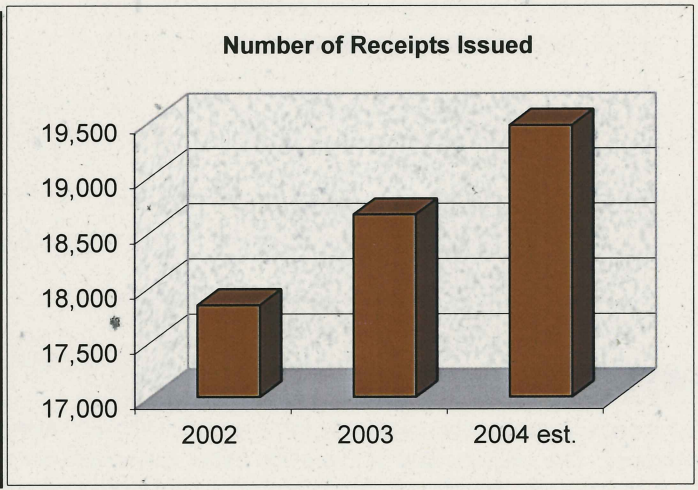
The Finance Department is the core of many central services for the City. Superior customer service and improved processes are annual goals. The following charts reflect growth trends that influence changes in processes and procedures to meet internal performance measures with limited staff.





The following charts reflect growth in utility customers and bills over nine years and a snapshot of what the volumes were in 1990. In this time frame, utility bills to customers have almost tripled, yet only one Financial Assistant has been added over the years. Service levels remain about the same due to continual process improvements, automation, and software enhancements.





FINANCIAL AND RECORDS SERVICES EXPENDITURE DETAIL
THREE YEAR COMPARISON

001.04.514	Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
100 ADMINISTRATION			
Salaries and Wages	$ 78,744	$ 81,106	$ 83,676
Personnel Benefits	14,379	16,000	18,500
Supplies	-	200	-
Other Services and Charges	598	2,400	2,100
230 FINANCIAL SERVICES			
Salaries and Wages	271,325	281,139	300,132
Personnel Benefits	80,442	91,454	91,637
Supplies	1,863	6,000	6,000
Other Services and Charges	15,745	20,400	28,400
400 TRAINING			
Other Services and Charges	377	1,600	1,600
Interfund Payments for Services	621	600	1,000
TOTAL FINANCIAL AND RECORDS SERVICES	$ 464,094	$ 500,899	$ 533,045
% Increase (Decrease) Prior Year		7.93%	6.42%

FINANCE PERSONNEL SCHEDULE	Actual Approp 2004	Estimated Required 2005
Finance Director	$ 81,106	$ 83,676
Deputy Treasurer	49,306	50,784
Accountant	56,605	60,048
Financial Assistant 1 (2005 .25 FTE)	-	8,772
Financial Assistant II (4)	175,228	180,528
Total Salaries	$ 362,245	$ 383,808
% Increase (Decrease) Prior Year		5.95%

OTHER SERVICES AND CHARGES DETAIL:

Professional Services (Bank fees, software licensing, software upgrade $2,800)	$ 16,000
Communication (telephone charges)	4,500
Travel	400
Insurance (liability)	3,000
Repairs and Maintenance of small office equipment	1,000
Registrations for classes, subscriptions, membership dues	3,500
Total other services and charges	$ 28,400

INFORMATION SYSTEMS

MISSION STATEMENT

The mission of the Information Systems division is to provide technical support and network services and resources which significantly enhance the service level provided to the network users and citizens requesting information.

The Information Systems division provides a central technology service of integrating common data and voice processes, to provide information to the citizens in the most efficient, useful format possible. The division also has the responsibility of maintaining, protecting and securing the City's vital data assets and network resources to ensure data and information integrity.

DEPARTMENTAL PROJECTS AND GOALS FOR 2005

1. **Network securities.** Review and testing of network hardware, securities check on routers and firewall and overall system.
2. **Desktop securities.** Upgrades to desktops, Office upgrades, client testing and reviews, security enhancements and software testing.
3. **Wireless technologies.** Expand library wireless K-20 system to allow for externel connections. Replace City's main firewall and research other wireless technologies for City use.
4. **Inventory Control.** Inventory checks on hardware and software.
5. **Permit Pack.** Work with programmer to complete on-site permit inspection process, mobile technologies, and integration to the City's Permit software.
6. **Operations Center/Water Sewer.** Analyze reporting requirements and current processes to aid in transitions to new technologies for water reporting and monitoring. Connect the Sewer Treatment Plant to the City's network and add network accounts.

ACTIVITIES AND SERVICES

The Information Systems division provides many system services and administration including:

1. **Project management.** Providing project management for all networking projects (voice and data).
2. **Desktop and user support**. Providing technical support to users and maintenance on the city's inventory of desktop computers. Maintain an inventory of hardware and software licensing requirements. This includes remote units and user support.
3. **Networking Administration and System Support.** Maintaining the city's servers and networking hardware. Providing network administration and system engineering.
4. **Telecommunications.** Providing system and database administration and user support for the city's PBX system, voicemail and internet services.
5. **Data Security.** Providing daily backup, recovery and virus protection across the network.
6. **Information Processing.** Providing a central reference for the planning and development of city databases and information processing. Integrating the city's data with external agencies.
7. **Web Development and Programming.** Web site development, maintenance and programming.

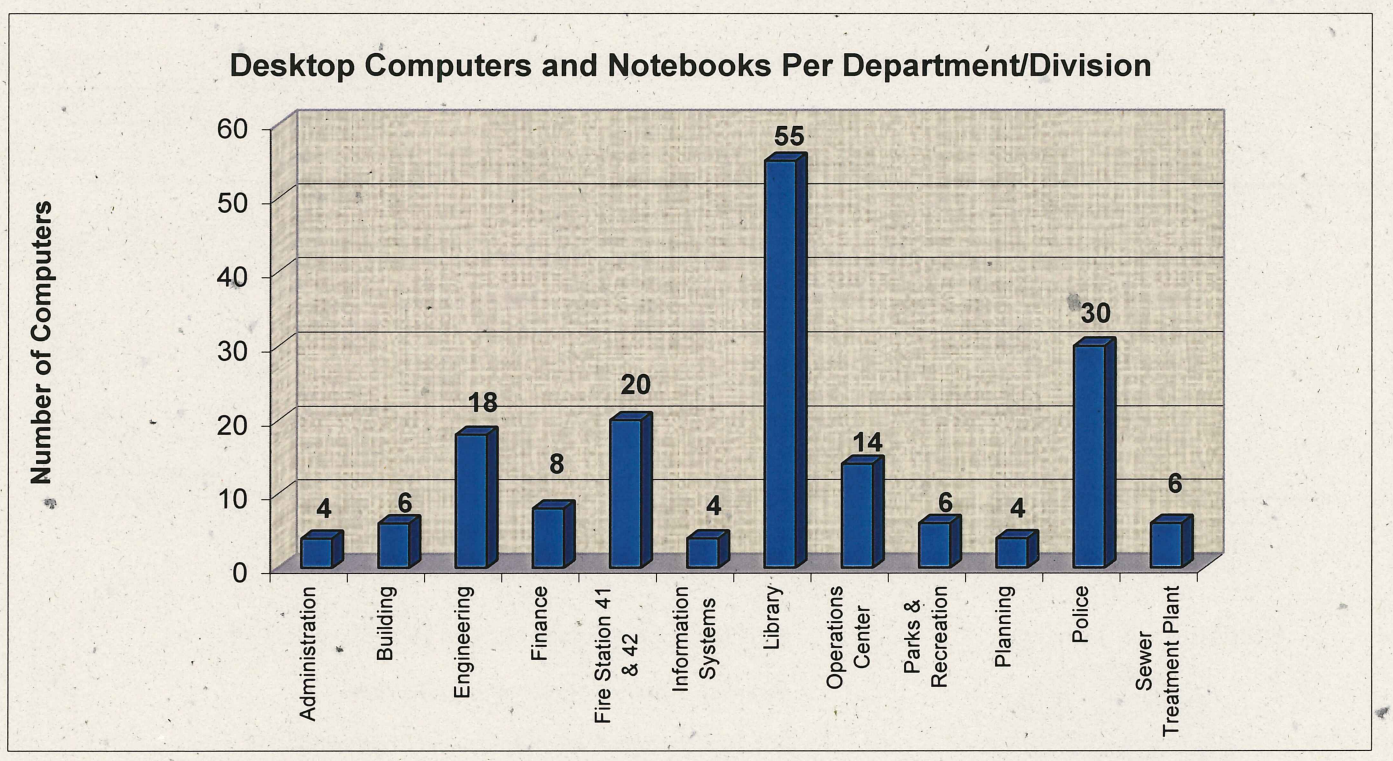
COMMENTS ON BUDGET APPROPRIATIONS

The division continues to focus on network and desktop securities as a priority for 2005. With the continual rise in SPAM, virus attacks, spyware and other software issues, supporting and securing over 175 computers, notebooks and other devices is vital to securing the city's data and networking resources. Computer replacements are budgeted in Small Tools line item.

Each computer has the yearly licensing fees for networking, mail and filtering, virus protection, and desktop office applications -- these fees are budgeted in Professional Services. Departments also have unique application and database maintenance and licensing fees as well. The computers remain on a replacement cycle of between 3.5 and 4 years with some of the newer facilities coming up for replacement cycles that will cause expenses to fluctuate. The industry projects that the demand for PC replacements to drop again in 2006, which could help keep the costs down when the replacement cycle for the library facility PC's occurs.

The library will be set up to offer remote portals for patrons in 2005. This technology will allow patrons to bring their own devices such as a laptop to the library and gain access to the Internet.

STATISTICAL INFORMATION



The Information Systems division supports users across all services and departments. Together with desktop support, the division maintains the city's network infrastructure, and administers the phone system, e-mail, voicemail system and internet services for all departments.

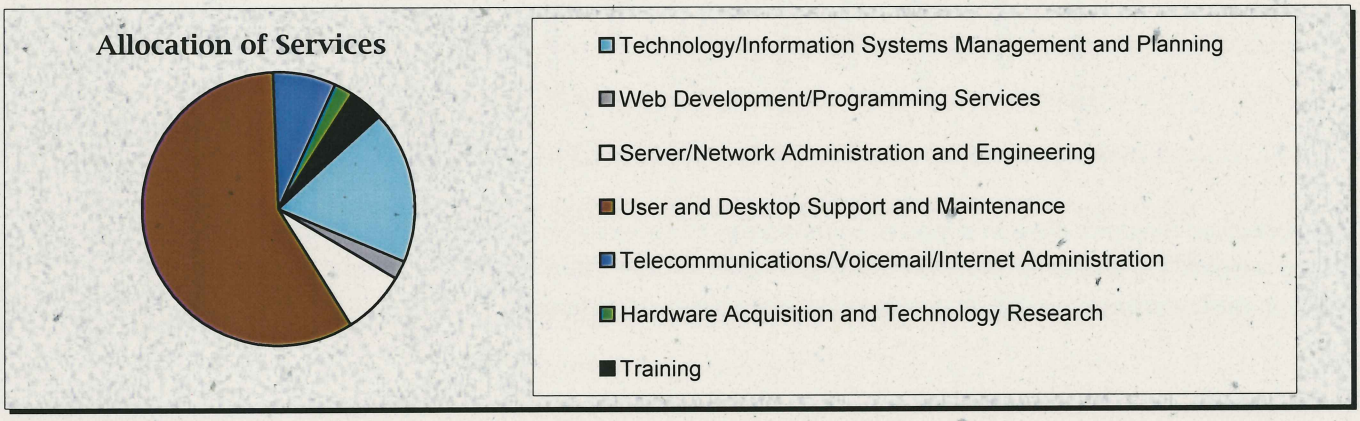
INFORMATION SYSTEMS EXPENDITURE DETAIL

001.12		Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
518 900	**INFORMATION SYSTEMS**			
	Salaries and Wages	$ 129,947	$ 135,067	$ 141,308
	Personnel Benefits	33,947	30,347	42,392
	Supplies and Small Tools (computer replacements)	36,998	58,600	48,500
	Other Services and Charges (licensing)	44,051	44,250	35,500
	Intergovernmental Services	684	1,000	1,000
594 180	**CAPITAL OUTLAY**			
	Capital Outlay (Firewall replacement)	-	-	7,000
	TOTAL INFORMATION SYSTEMS	$ 245,627	$ 269,264	$ 275,700
	% Increase (Decrease) Prior Year		9.62%	2.39%

INFORMATION SYSTEMS PERSONNEL SCHEDULE	Actual Approp 2004	Estimated Required 2005
Manager of Information Systems	$ 67,931	$ 70,080
Information Systems Technician (1.5 FTE)	67,136	71,228
Total Personnel	$ 135,067	$ 141,308
% Increase (Decrease) Prior Year		4.62%

OTHER SERVICES AND CHARGES DETAIL:

Professional Services (Network, email, anti-virus, desktop licensing, system support)	$ 28,500
Communication (telephone charges, internet access)	1,000
Travel	1,000
Insurance (liability)	1,000
Repairs and Maintenance of small office equipment	1,500
Registrations for classes, subscriptions	2,500
Total other services and charges	$ 35,500



Although no formal policy sets requirements on allocation of services, the services usually weigh more heavily in ongoing support of users and desktops, network administration and maintenance, and technology management and planning. The above chart is a general breakdown of services provided.

OTHER GENERAL GOVERNMENTAL SERVICES

FUNCTION

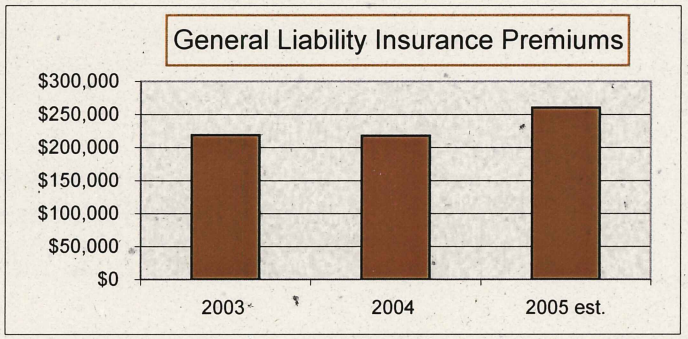
The other general governmental services section of the budget provides for all expenses of general operations of the city not provided under a specific fund and department.

ACTIVITIES AND SERVICES

Other general government includes miscellaneous government expenses such as duplication, printing, postage, general liability insurance, dues to the Association of Washington Cities and State Auditor's Office annual audit fees.

COMMENTS ON BUDGET APPROPRIATIONS

A significant portion of the general liability insurance premium to Washington Cities Insurance Authority is included in the budget of this department with a city-wide premium in 2003 of $218,542, 2004 of $217,669 and anticipated premium in 2005 of $260,336.



OTHER GENERAL GOVERNMENT SERVICES DETAIL
THREE YEAR COMPARISON

001.07	Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
519 900 MISCELLANEOUS			
Supplies	$ 16,659	$ 25,500	$ 22,500
Other Services and Charges	59,158	73,500	94,460
Intergovernmental Services and Taxes	24,113	27,000	27,000
531 700 AIR POLLUTION CONTROL			
Intergovernmental Services and Taxes ($.30 per capita)	3,891	4,062	4,260
567 000 MENTAL AND PHYSICAL HEALTH			
Intergovernmental Services and Taxes	2,607	2,800	3,000
TOTAL OTHER GENERAL GOVERNMENT SERVICES	$ 106,428	$ 132,862	$ 151,220
% Increase (Decrease) Prior Year		24.84%	13.82%

OTHER SERVICES AND CHARGES DETAIL:

Professional Services (AWC membership, code book updates, Code On-line)	$ 14,000
Communication (postage, telephone charges)	17,000
Operating rentals and leases (postage meter, post office box)	1,460
Insurance (General Fund's portion of liability, property, and fidelity)	50,000
Repairs and Maintenance (Two copy machines, mail machine)	6,000
Annual fee with WA General Admin., city pins, business cards	6,000
Total other services and charges	$ 94,460

LID Fund

FUNCTION

To collect local improvement district revenue and to pay debt on LID construction projects.

COMMENTS ON BUDGET APPROPRIATIONS

Since the City no longer has any LID debt, receipts collected in this fund have no obligation; therefore, it is permissible to transfer cash to the General Fund to help finance general obligations of the City.

REVENUE DETAIL
THREE YEAR COMPARISON

250.00			Actual Revenue 2003	Adjusted Estimated 2004	Estimated Revenue 2005
291	740	**Beginning Appropriated Fund Balance**	$ -	$ -	$ 30,000
		Miscellaneous Revenue:			
361	500	Interest on Assessment Receivables	3,702	-	-
368	000	Principle of Special assessment receivables	18,045	-	-
		Total Miscellaneous Revenue	21,747	-	-
		Total Estimated Revenues	$ 21,747	$ -	$ 30,000

EXPENDITURE DETAIL
THREE YEAR COMPARISON

250.00			Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
		Other Financing Sources:			
597	000	Operating Transfers Out	$ -	$ -	$ 30,000
		Total LID Guaranty Fund	$ -	$ -	$ 30,000

UNLIMITED TAX GENERAL OBLIGATION BOND REDEMPTION

MISSION STATEMENT

This fund accounts for the payment of principal and interest on the 1996 unlimited general obligation refunding bonds, often referenced as the "parks bonds", and the $7,960,000 bonds to expand and remodel the city library.

REVENUE DETAIL
THREE YEAR COMPARISON

239.00			Actual Revenue 2003	Adjusted Estimated 2004	Estimated Revenue 2005
		Taxes:			
361	111	Real and Personal Property	$ 782,975	$ 786,275	$ 782,375
		Total Taxes	$ 782,975	$ 786,275	$ 782,375

EXPENDITURE DETAIL
THREE YEAR COMPARISON

239.00			Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
		Redemption of General Long Term Debt			
591	720	Principal on Library Bonds	$ 265,000	$ 280,000	$ 290,000
591	760	Principal on Park Bonds	95,000	100,000	105,000
		Total Redemption of General Long Term Debt	360,000	380,000	395,000
		Interest and Other Debt Service			
592	720	Interest on Library Bonds	388,540	375,290	361,290
592	760	Interest on Park Bonds	35,545	30,985	26,085
		Total Interest and Other Debt Service	424,085	406,275	387,375
		Total Unlimited Tax General Obligation Bond Redemption Fund	$ 784,085	$ 786,275	$ 782,375

1996 Refunding Bonds

	Principal	Interest	Total	Last Year of Payment
2005	$ 105,000	$ 26,085	$ 131,085	
2006	110,000	20,835	130,835	
2007	120,000	15,280	135,280	
	$ 335,000	$ 62,200	$ 397,200	2009

2000 Library Bonds

	Principal	Interest	Total	Last Year of Payment
2005	$ 290,000	$ 361,290	$ 651,290	
2006	305,000	346,790	651,790	
2007	320,000	331,540	651,540	
	$ 915,000	$ 1,039,620	$ 1,954,620	2020

LIMITED TAX GENERAL OBLIGATION EXPENDITURE DETAIL
THREE YEAR COMPARISON

240.00			Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
591	210	Police Facility/Principal	$ 160,000	$ 170,000	$ 170,000
	210	Pacific Rim Blvd/Principal	35,000	35,000	40,000
	595	SE 1st Street Road Improvements/Principal	24,226	31,026	33,252
	595	Parker Street 1996/Principal	96,429	96,429	96,429
	595	Parker Street 1997/Principal	-	57,875	57,857
	220	Fire Pumper Truck Principal	32,789	61,789	63,545
	595	SE 1st Street Construction/Principal	-	-	31,579
	595	Street Reconstruction/Principal	-	-	99,679
592	210	Police Facility/Interest	91,883	83,254	76,118
	210	Pacific Rim Blvd/Interest	17,872	17,141	14,232
	595	SE 1st Street Road Improvements/Interest	2,301	2,931	2,456
	595	Parker Street 1996/Interest	40,500	37,607	33,714
	595	Parker Street 1997/Interest	143,775	24,300	22,564
	220	Fire Pumper Truck Interest	2,013	7,813	6,058
	595	SE 1st Street Construction/Principal	-	-	3,000
	595	Street Reconstruction/Principal	-	-	3,696
		Total Limited Tax General Obligation Bond Redemption Fund	$ 646,788	$ 625,165	$ 754,179

1996 Limited Tax Bonds (Police Facility)

	Principal	Interest	Total	Last Year of Payment
2005	$ 210,000	$ 90,350	$ 300,350	
2006	225,000	79,850	304,850	
2007	235,000	68,488	303,488	**2011**

Parker Street - 1996 PWTF Loan

	Principal	Interest	Total	Last Year of Payment
2005	$ 96,429	$ 33,714	$ 130,143	
2006	96,429	31,821	128,250	
2007	96,429	28,929	125,358	**2016**

Parker Street - 1997 PWTF Loan

	Principal	Interest	Total	Last Year of Payment
2005	$ 57,857	$ 22,564	$ 80,421	
2006	57,857	20,829	78,686	
2007	57,857	19,093	76,950	2017

SE 1st Road Improvements - 2001 PWTF Loan

	Principal	Interest	Total	Last Year of Payment
2005	$ 33,252	$ 2,456	$ 35,708	
2006	33,252	2,660	35,912	
2007	33,252	2,493	35,745	2021

Fire Pumper Truck - 2003 Loan

	Principal	Interest	Total	Last Year of Payment
2005	$ 63,545	$ 6,058	$ 69,603	
2006	65,351	4,252	69,603	
2007	67,205	2,394	69,599	2008

SE 1st Construction - 2003 PWTF Loan

	Principal	Interest	Total	Last Year of Payment
2005	$ 31,579	$ 3,000	$ 34,579	
2006	31,579	2,842	34,421	
2007	31,579	2,684	34,263	2023

Street Reconstruction - 2002 PWTF Loan

	Principal	Interest	Total	Last Year of Payment
2005	$ 99,679	$ 3,696	$ 103,375	
2006	99,679	3,489	103,168	
2007	99,679	2,990	102,669	2012

LIMITED TAX GENERAL OBLIGATION BOND REDEMPTION

MISSION STATEMENT

This fund accounts for the principal and interest on bonds issued in 1996 to construct a police facility and refund a CERB loan. This fund also accounts for the principal and interest for Public Works Trust Fund loans for Parker Street, SE 1st Street road improvements and the 2004 street reconstruction project.

The loan for the fire pumper truck purchased in 2003 is accounted for here also.

REVENUE DETAIL
THREE YEAR COMPARISON

240.00		Actual Revenue 2003	Adjusted Estimated 2004	Estimated Revenue 2005
	Taxes:			
311 100	Real and Personal Property	$ 584,984	$ 521,588	$ 300,350
	Total Taxes	584,984	521,588	300,350
	Other Financing Sources:			
397 000	Operating Transfers In:	26,528	103,577	453,829
	Total Other Financing Sources	26,528	103,577	453,829
	Total Estimated Resources	$ 611,512	$ 625,165	$ 754,179

FIREMEN'S PENSION

FUNCTION

The Firemen's Pension budget provides for medical care and pension payments for the city's regular paid firefighters who were employed prior to January 1, 1971. Firefighters retired subsequent to that date will be paid from the Law Law Enforcement Officers and Firefighters Retirement System administered by the State of Washington. Medical expenses for firefighters employed subsequent to January 1, 1971, must be paid by the city General Fund directly.

COMMENTS ON BUDGET APPROPRIATIONS

Retired firefighter pensions are increased by an amount equal to the change in the Seattle consumer price index January to January each year. There is currently one surviving spouse receiving retirement benefits under this system and two firefighters receiving subsidy payments to their state pension.

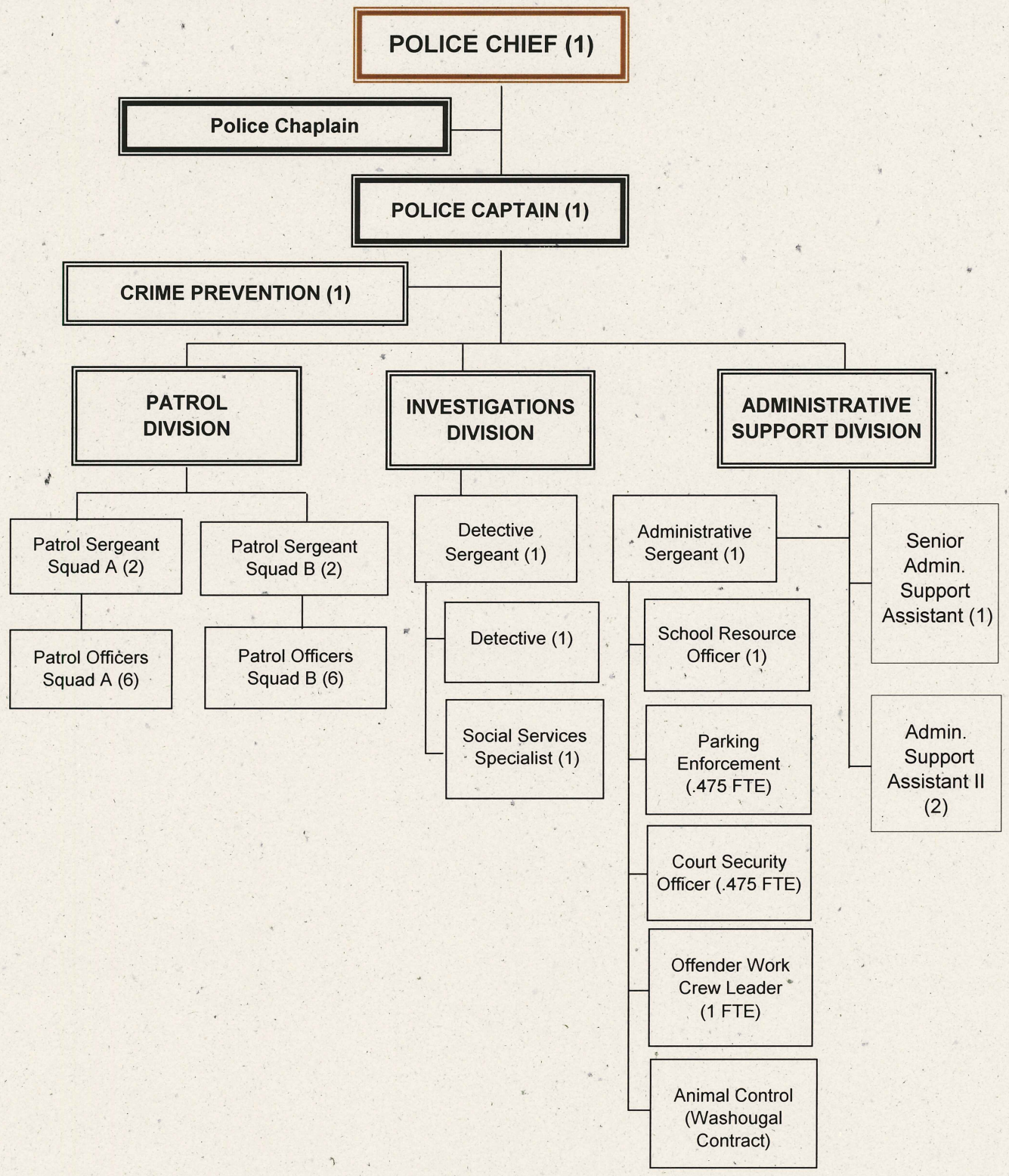
REVENUE DETAIL
THREE YEAR COMPARISON

611.00			Actual Revenue 2003	Adjusted Estimated 2004	Estimated Revenue 2005
		Intergovernmental Revenue			
336	060	Fire Insurance Premium Tax	$ -	$ 16,000	$ 26,000
		Total Intergovernmental Revenue	-	16,000	26,000
		Miscellaneous Revenues:			
361	110	Investment Interest	63,278		
369	000	Employer Contribution	20,428	-	-
		Total Miscellaneous Revenues	83,706	-	-
		Total Estimated Revenues	$ 83,706	$ 16,000	$ 26,000

EXPENDITURE DETAIL
THREE YEAR COMPARISON

611.00.522			Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
		Disability and Retirement:			
	200	Pension and Disability	$ 13,973	$ 16,000	$ 26,000
		Total Firemen's Pension	$ 13,973	$ 16,000	$ 26,000

POLICE DEPARTMENT



LAW ENFORCEMENT DEPARTMENT

MISSION STATEMENT

The mission for every member of the Camas Police Department is to consistently seek and find ways to affirmatively promote, preserve and deliver a feeling of security, safety and quality of services to members of our community.

DEPARTMENTAL GOALS FOR 2005

The Camas Police Department is committed to maintaining the high level of service the citizens of Camas are accustomed to. Specific goals include:

1. Sustain the Camas community's confidence in their police department by providing caring, competent, efficient, timely services
2. Maintaining the professional training of staff
3. Assuring the department policies are contemporary and compliant with appropriate regulations
4. Maintain the Washington State Law Enforcement Accreditation
5. Strive to sustain or improve budgetary efficiencies without negatively impacting proficiencies.
6. Adapt to increasing demands for service and maintain appropriate levels of safety for both staff and the community.

ACTIVITIES AND SERVICES

The activities of the Police Department include enforcing criminal violations, investigating a variety of non-criminal complaints and educating citizens on a multitude of crime prevention and security issues. Other activities include parking enforcement and coordination of neighborhood and community programs. In 2005 the Police Department will continue to manage corrections activities through Municipal Court to reduce overall jail and correction costs. Our staff will continue to seek ways to improve efficiencies while minimizing expenses.

COMMENTS ON BUDGET APPROPRIATIONS

In 2005 we will face new challenges as the city continues to grow. In the late 1990's the Camas City council adopted a service level of 1.8 officer per thousand population. In 2000 we dipped below 1.8 officer per thousand to 1.755. We last added an officer in 2001, but due to growth the ratio held at 1.777. With continuing growth our staffing levels have shown a steady decline. Now, in 2004 we are at 1.497 officers per thousand. The department is finding difficulty maintaining safe and appropriate daily staffing levels. Compounding growth issues, we anticipate losing two or three officers to retirement and resignation over the next 18 months. It takes at least 1 year to ready a new officer to work independently. Some additional overtime is reflected in this budget, anticipating staffing shortages. The time has come to face adding additional staff or reduce levels of service to the community.

As in past years, we encourage staff to contain operation costs. We strive to grow in our professionalism and in turn work to gain the respect and confidence of our community. Since 1999 we adopted the motto **"No Call Too Small"**. Our community has become accustomed to this level

of service. We credit the Camas City Council for it's support thus allowing us to sustain this level of service and philosophy.

Each year we have to acknowledge the increasing costs for support services which are outside our direct influence. Some of those services are CRESA dispatch and emergency services, Clark County Probation services and Clark County Jail services, and District/Municipal Court services. We are constantly looking for ways or opportunities to reduce these necessary and important costs of necessary services.

We are committed to representing the citizens of Camas in the highest standards of police professionalism.

Community safety and a strong police presence are high priorities for the Police Department.

Performance Objectives for 2005

Maintain Minimum Response Times

As the City grows, we face challenges in providing rapid response due to increasing calls, road mileage and increasing traffic congestion.

* We will strive to maintain response times to 'Priority 1, 2, and 3' (more critical) calls to under six minutes and 'Priority 3 and 5' (less critical) calls under ten minutes.

Continue Conscious Management of City Resources

As the community's volume of demand for services increases, we are finding it difficult to maintain the levels of services both in quality and substance. The challenge increases when we attempt to sustain service levels and not increase staff resources.

* With sensitivity to overtime usage, purchasing practices, staff deployments and other expenditures, we will work to prioritize and maintain a high quality service level. Higher priority will given to the community's more critical public safety issues.

Improve Communications with Public

We believe it is important to communicate with our customers, the public.

* We intend to emphasize more frequent and improved communications with Camas citizens on law enforcement issues.

Renew State Accreditation

It will be three years since we received our initial accreditation certificate from Washington Association of Sheriffs and Police Chiefs Association. Re-certification is scheduled for 2005.

* We plan to submit and achieve re-accredition in 2005.

LAW ENFORCEMENT EXPENDITURE DETAIL
THREE YEAR COMPARISON

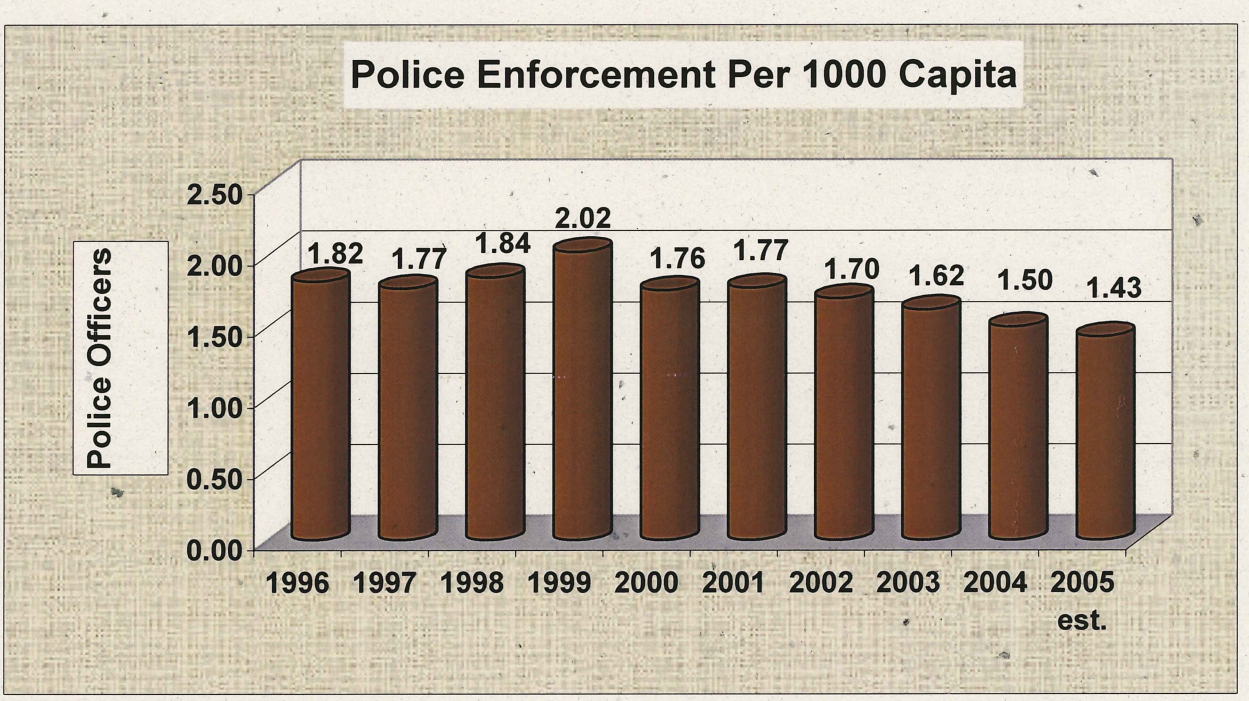
001.08.	Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
521 100 ADMINISTRATION			
Salaries and Wages	$ 279,886	$ 291,901	$ 301,532
Personnel Benefits	68,993	76,610	79,320
Supplies	1,171	3,000	2,500
Other Services and Charges			
Professional Services	269	3,000	2,000
Communications ($100), Travel ($1,000)	2,805	6,100	5,600
Repairs/Maint. ($2,500), Registrations ($2,000)			
Interfund Payments for Services	3,755	3,708	4,800
521 POLICE OPERATIONS			
220 PATROL AND INVESTIGATIONS			
Salaries and Wages	1,184,066	1,283,627	1,361,845
Personnel Benefits	309,683	329,500	383,617
Supplies	22,630	12,500	7,500
Other Services and Charges	37,046	45,021	37,320
Professional Services ($2,000)			
Uniform cleaning ($9,000)			
Insurance ($22,670 liability)			
Repairs and Maint. ($1,500), Travel ($1,500)			
Intergovernmental Services	3,306	6,000	9,000
Interfund Payments for Services	100,394	103,435	101,200
300 CRIME PREVENTION			
Salaries and Wages	59,183	60,543	62,359
Personnel Benefits	17,990	20,000	21,202
Supplies	1,167	2,000	2,000
Other Services and Charges	711	2,100	2,100
Communication ($300), Travel ($600),			
Repairs ($500), Registrations ($700)			
400 TRAINING			
Supplies	1,453	2,200	4,600
Other Services and Charges	6,117	14,000	14,000
Professional Services ($2,500, trainers and simulation trailer)			
Admin-Mgmt Training ($2,000)			
Travel ($2,500), Mileage ($2,000)			
Registrations, publications ($7,000)			
Intergovernmental Services	-	300	300

LAW ENFORCEMENT EXPENDITURE DETAIL
THREE YEAR COMPARISON

(Continued)

001.08		Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
	500 FACILITIES			
	Salaries and Wages	9,085	5,000	7,500
	Personnel Services	2,405	1,500	2,250
	Supplies	4,385	7,000	6,000
	Other Services and Charges	68,301	57,280	69,844
	Insurance ($6,844 property insurance)			
	Public Utilities ($28,900)			
	Repairs and Maintenance ($23,410)			
	Janitorial ($8,590)			
	Intergovernmental Services	-	200	200
	Interfund Payments for Services	922	1,358	1,200
	710 TRAFFIC POLICING - PARKING ENFORCEMENT			
	Salaries and Wages	16,196	18,510	18,425
	Personnel Benefits	2,372	3,196	2,695
	Supplies	54	300	600
	Other Services and Charges	161	550	550
	Interfund Payments for Services	2,349	2,633	1,800
	910 OTHER MUNICIPAL SERVICES - COMMUNITY SERVICES			
	Salaries and Wages	52,685	54,407	56,000
	Personnel Benefits	10,504	12,831	11,650
	Supplies	1	200	200
	Other Services and Charges	563	3,600	1,600
	Travel ($800), Misc. ($800)			
	930 FINGERPRINTING/OTHER AGENCY			
	Intgov Professional Services	432	1,000	1,000
	950 DISABILITY AND RETIREMENT LEOFF-1			
	Personnel Benefits	43,897	44,298	51,707
528	**600 COMMUNICATION, OPERATIONS, CONTRACTED SERVICES**			
	Intergovernmental Services	148,555	171,000	167,000
528	**800 COMMUNICATIONS, GENERAL**			
	Supplies	1,202	1,500	1,500
	Other Services and Charges	20,221	17,500	21,000
	Communication ($19,500 cell phones, pagers, telephone)			
	Repairs and Maintenance ($1,500 repair phones and radios)			
	TOTAL LAW ENFORCEMENT AND COMMUNICATIONS	$ 2,484,954	$ 2,669,408	$ 2,825,516
	% Increase (Decrease) Prior Year		7.42%	5.85%

LAW ENFORCEMENT PERSONNEL SCHEDULE	Actual Approp 2004	Estimated Required 2005
Police Chief	$ 93,466	$ 96,270
Police Captain	80,464	82,886
Senior Admin Support Assistant	45,118	46,476
Admin Support Assistant II (2 FTE)	72,535	75,600
Administrative Overtime	318	300
Police Sergeant (6 FTE)	402,814	420,545
Police Officers (14 FTE)	801,812	839,611
Police Operations Overtime	20,000	40,000
Holiday Pay	59,001	61,689
Parking Enforcement (.475 FTE)	16,919	17,425
Parking Enforcement Overtime	1,591	1,000
Crime Prevention Police Officer	57,660	59,390
Holiday Pay	2,883	2,969
Social Services Specialist	53,877	55,500
Social Services Specialist Overtime	530	500
TOTAL LAW ENFORCEMENT	$ 1,708,988	$ 1,800,161
% Increase (Decrease) Prior Year		5.33%



DETENTION AND CORRECTION

FUNCTION

The detention and correction budget provides for cost of care of prisoners and parole services.

ACTIVITIES AND SERVICES

Prisoners are detained in the city jail temporarily. All other prisoners are held in the county jail. The city reimburses the county for board of prisoners and probation services.

COMMENTS ON BUDGET APPROPRIATIONS

As of January, 1997 the City must reimburse Clark County for its share of jail and probation costs.

All expenses of the work crew program are now accounted for in this department. In previous years some of these costs were in the Street Fund.

Noteworthy is $300,000 paid to Clark County for jail and probation services. Camas has very little control of these costs. They represent services that would be far more costly to provide locally. We will continue to use local resources and seek ways to mitigate these costs wherever possible.

DETENTION AND CORRECTION EXPENDITURE DETAIL
THREE YEAR COMPARISON

001.10.523	Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
300 PROBATION AND PAROLE SERVICES			
Salaries and Wages	$ 33,816	$ 38,040	$ 42,163
Personnel Services	3,082	7,510	6,403
Supplies	9,183	10,000	9,000
Other Services and Charges	2,860	2,700	2,700
Intergovernmental Services and Taxes	125,248	120,000	87,000
Interfund Payments	2,300	4,450	5,400
600 CARE AND CUSTODY OF PRISONERS			
Salaries and Wages	20,055	21,698	23,076
Personnel Services	2,257	4,498	2,808
Supplies	514	1,000	700
Other Services and Charges	281	300	200
Intergovernmental Services and Taxes	189,322	180,000	208,000
Interfund Payments	920	-	-
TOTAL DETENTION AND CORRECTION	$ 389,838	$ 390,196	$ 387,450
% Increase (Decrease) Prior Year		0.09%	-0.70%

DETENTION AND CORRECTION PERSONNEL SCHEDULE	Actual Approp 2004	Estimated Required 2005
Offender Crew Leader (one at .475 FTE, one at .525 FTE)	$ 34,857	$ 40,163
Overtime	3,183	2,000
Court Security Officer (.475 FTE)	20,107	22,076
Overtime	1,591	1,000
Total Personnel	$ 59,738	$ 65,239
% Increase (Decrease) Prior Year		9.21%

ANIMAL CONTROL

MISSION STATEMENT

The Animal Control Department provides for animal control expenses.

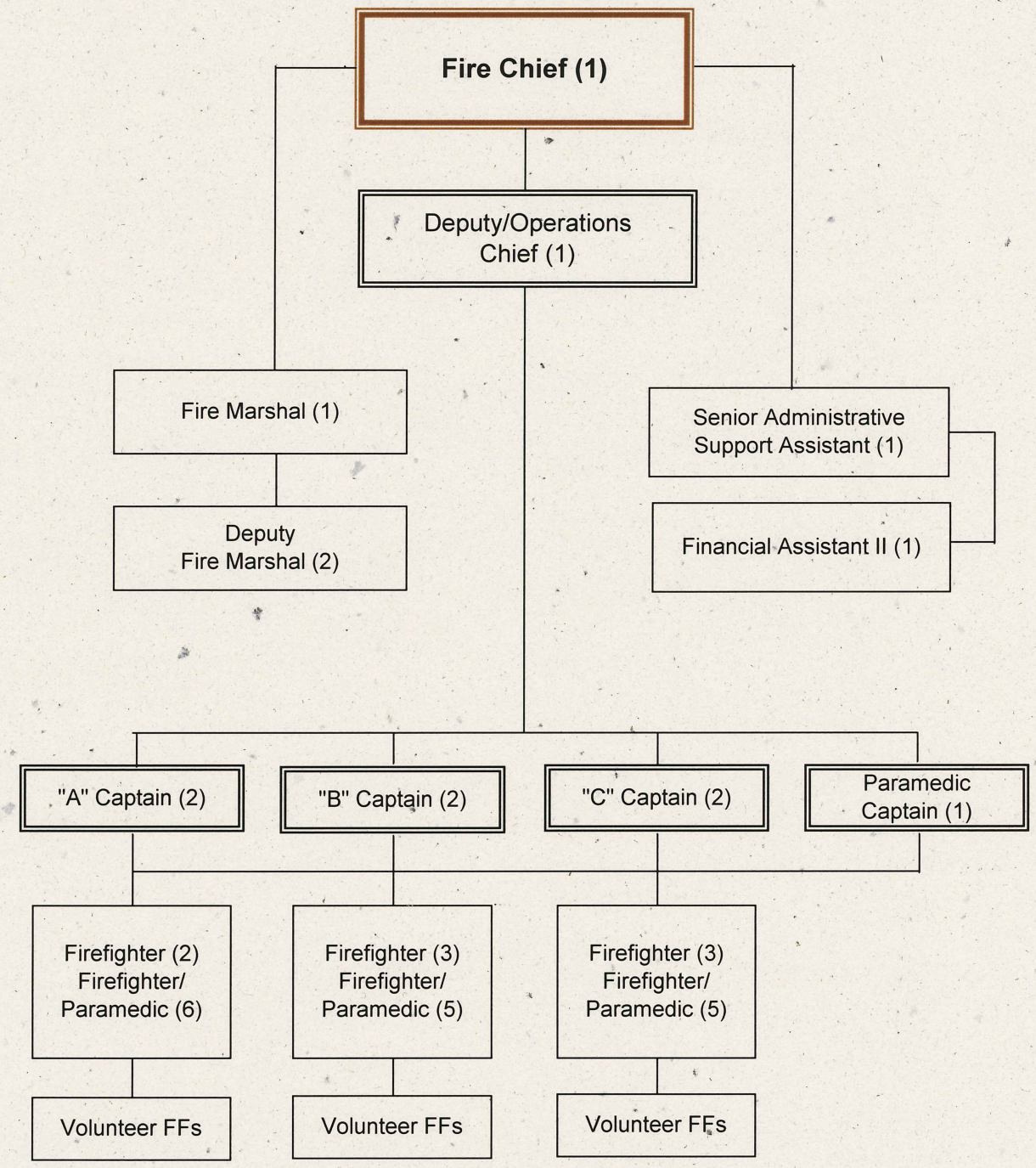
ACTIVITIES AND SERVICES

The City of Camas and the City of Washougal operate the Animal Control services under an interlocal agreement with the City of Washougal administering the program. The City of Washougal also operates an animal control facility. Costs budgeted here are the City of Camas' anticipated share of its costs.

OTHER PHYSICAL ENVIRONMENT EXPENDITURE DETAIL
THREE YEAR COMPARISON

001.16			Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
539	300	**ANIMAL CONTROL**			
		Supplies	$ -	$ 500	$ 500
		Intergovernmental Services	64,966	70,563	75,500
594	390	Capital Outlay	-	-	-
		Total Other Physical Environment	$ 64,966	$ 71,063	$ 76,000
		% Increase (Decrease) Prior Year		9.38%	6.95%

FIRE DEPARTMENT



FIRE CONTROL DEPARTMENT

MISSION STATEMENT

To provide the highest quality service to our community through the protection and preservation of life and property.

DEPARTMENTAL GOALS FOR 2005

1. Manage fire and life safety aspects of all new commercial construction occurring in 2005.
2. Arrive on emergency scenes within seven minutes of dispatch 90% of the time.
3. Transition volunteers to fire intern program
4. Complete a comprehensive business plan.

ACTIVITIES AND SERVICES

The Fire Department provides plan review of new commercial construction, fire safety inspection of commercial and public occupancies, public safety education, fires suppression and emergency medical services. Trained personnel provide both fire suppression and ambulance transport services, with the ambulance services funded through the Emergency Rescue Fund.

COMMENTS ON BUDGET APPROPRIATIONS

The 2005 budget is status quo, with no new personnel or services. The organization chart reflects the loss of a .5 FTE Administrative Support Specialist I. The proposed 2005 budget reflects wages resulting from a three percent contract settlement in 2004.

FIRE CONTROL EXPENDITURE DETAIL
THREE YEAR COMPARISON

001.09	Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
522 100 ADMINISTRATION			
Salaries and Wages	$ 144,370	$ 154,308	$ 142,969
Personnel Benefits	25,659	31,536	29,995
Supplies	4,425	5,500	5,500
Other Services and Charges	6,675	4,200	4,200
Interfund Payments for Services	9,550	9,700	9,600
522 FIRE SUPPRESSION			
210 REGULAR FORCE			
Salaries and Wages	1,230,001	1,187,318	1,247,795
Personnel Benefits	252,015	280,990	292,593
Supplies	33,433	153,540	24,700
Other Services and Charges	51,060	65,200	65,750
Professional Services ($7,340 for respiratory compliance, carpet cleaning)			
Insurance ($13,710 liability insurance)			
Repairs and Maintenance ($36,000 on equipment and vehicles)			
Cell phone, registration, publications, advertising ($8,600)			
Intergovernmental Services	-	200	200
Interfund Payments for Services	5,243	5,100	5,100
220 VOLUNTEER FORCE			
Salaries and Wages	8,379	8,000	8,000
Personnel Benefits	2,523	7,300	8,800
Supplies	7	500	500
Other Services and Charges	399	400	500
Interfund Payments for Services	216	100	-
230 WATER SERVICE			
Other Services and Charges (public utility-hydrant rental)	10,800	11,000	11,000
300 FIRE PREVENTION AND INVESTIGATION			
Salaries and Wages	210,176	216,686	223,072
Personnel Benefits	35,493	44,140	45,414
Supplies	9,390	9,350	7,750
Other Services and Charges	9,040	11,700	10,950
Professional Services ($5,000 for technical consulting)			
Cell phone, registration, publications ($5,100)			
Interfund Payments for Services	14,000	12,900	12,900
400 TRAINING			
Supplies	8,582	5,100	5,100
Other Services and Charges	27,414	26,000	21,000
Professional Services ($6,000)			
Travel ($5,000)			
Registration, publications ($10,000)			

FIRE CONTROL EXPENDITURE DETAIL
THREE YEAR COMPARISON

(Continued)

001.09			Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
	500	**FACILITIES**			
		Salaries and Wages	6,511	7,800	7,800
		Personnel Benefits	1,829	2,200	2,200
		Supplies	1,750	2,750	2,700
		Other Services and Charges	31,169	35,000	39,816
		Professional Services ($9,500 janitorial, floormats)			
		Insurance ($4,316 property insurance)			
		Public Utility ($20,000)			
		Repairs and Maintenance ($6,000 on bldg., HVAC)			
		Interfund Payments for Services	732	100	300
	950	**DISABILITY AND RETIREMENT-LEOFF 1**			
		Personnel Benefits	41,778	42,000	49,980
528		**COMMUNICATIONS**			
	600	**OPERATIONS, CONTRACTED SERVICES**			
		Intergovernmental Services	48,873	57,700	61,739
	800	**COMMUNICATIONS, GENERAL**			
		Supplies	13,297	5,800	6,800
		Other Services and Charges	22,268	19,700	19,700
		Communication ($16,000 for cell phones, pagers, phones)			
		Repairs and Maintenance ($3,000 for radio repairs)			
594	220	**CAPITAL OUTLAY**			
		Administration	9,854	-	-
		Fire Suppression - (2004 New Fire Facility Study)	91,228	30,000	-
		Prevention	-	-	-
		Communications, General	-	-	-
		TOTAL FIRE CONTROL AND COMMUNICATIONS	$ 2,368,139	$ 2,453,818	$ 2,374,423
		% Increase (Decrease) Prior Year		3.62%	-3.24%

FIRE CONTROL PERSONNEL SCHEDULE

	Actual Approp 2004	Estimated Required 2005
Fire Chief (1/2)	$ 45,809	$ 42,552
Deputy Fire Chief (.9 FTE)	68,800	75,179
Sr. Admin Support Assistant (.5 FTE)	22,559	23,238
Overtime	2,000	2,000
Admin. Support Assistant I (.5 FTE- 2004, 0 FTE - 2005)	15,140	-
Fire Captain (6)	403,450	420,146
Firefighter (6 FTE -2004, 8 FTE - 2005)	335,036	465,720
Firefighter/Paramedic (6 FTE - 2003, 4 FTE - 2003)	334,208	235,289
Holiday Pay	44,624	46,640
Volunteer Force	8,000	8,000
Fire Suppression Overtime	70,000	80,000
Fire Marshal	77,638	79,968
Deputy Fire Marshal (2)	135,048	139,104
Fire Prevention Overtime	4,000	4,000
Total Fire Control	$ 1,566,312	$ 1,621,836
% Increase (Decrease) Prior Year		3.54%

EMERGENCY SERVICES

FUNCTION

Emergency management provides for safety, food, aid and housing to citizens during time of disaster.

ACTIVITIES AND SERVICES

The emergency management budget provides for an intergovernmental payment to the county emergency services operation. The cost is based on per-capita.

EMERGENCY SERVICES EXPENDITURE DETAIL
THREE YEAR COMPARISON

001.11.525	Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
100 ADMINISTRATION			
Intergovernmental Services	$ 10,127	$ 11,600	$ 12,528
TOTAL EMERGENCY SERVICES	$ 10,127	$ 11,600	$ 12,528
% Increase (Decrease) Prior Year		14.55%	8.00%

EMERGENCY RESCUE

MISSION STATEMENT

To provide the highest quality service to our community through the protection and preservation of life and property.

GOALS FOR 2005

1. Meet ambulance response time standards established by Clark County Ordinance.

2. Provide all Basic Life Support pre-hospital care providers in the East Clark County area with essential training in treatment of trauma, pediatrics and mass casualty.

3. Provide internal Advanced Life Support personnel with essential training in the areas of advanced cardiac, trauma and pediatric care.

4. Increase public awareness of the services provided by this function.

5. Show gains in recovery of financial health by the end of 2005.

ACTIVITIES AND SERVICES

The Fire Department provides emergency medical care and ambulance transport to east Clark County. Efforts are being made to improve public relations and expand educational resources for both care providers and the public at large. Every effort is made to provide the best possible service with the resources available.

COMMENTS ON BUDGET APPROPRIATIONS

The 2005 budget is a status quo budget aimed at controlling costs to aid in regaining financial health. Actual 2005 wages based on an arbitrated settlement are reflected in the budget and account for a significant increase. Purchase of a new ambulance to replace the oldest and most unreliable vehicle, has been deferred for yet a second year as reduced revenue flows continue to be problematic. Filling of the vacant firefighter/paramedic position will be delayed until March 1, 2005.

EMERGENCY RESCUE
REVENUE DETAIL
THREE YEAR COMPARISON

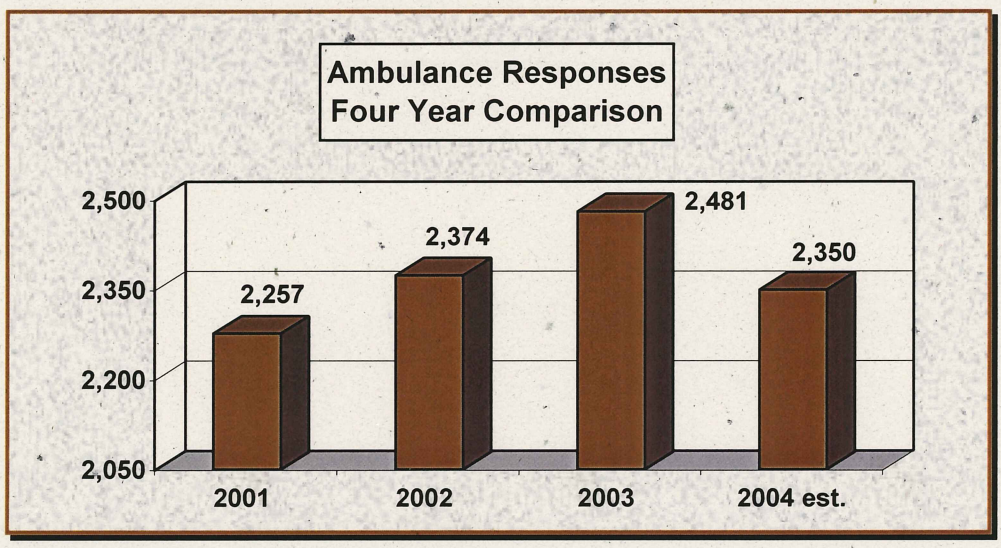
115.00			Actual Revenue 2003	Adjusted Estimated 2004	Estimated Revenue 2005
311	100	**Taxes:**			
		Real and Personal Property	$ 544,100	$ 550,000	$ 550,000
		Total Taxes	544,100	550,000	550,000
		Intergovernmental Revenue:			
334	040	State Grants	2,400	2,500	-
338	260	Shared Costs-Ambulance, Rescue, Emergency Aid	347,044	380,000	378,221
		Total Intergovernmental Revenue	349,444	382,500	378,221
		Charges for Goods and Services			
341	600	Printing and Duplicating	115	100	100
342	600	Ambulance and Emergency Aid Fees	836,940	736,662	645,490
342	900	Other Security of Persons and Property	450	-	-
347	900	Culture and Recreation	4,577	3,000	3,500
		Total Charges for Goods and Services	842,082	739,762	649,090
		Miscellaneous Revenues:			
361	110	Investment Interest	20	-	-
367	000	Contributions and Donations-Private Sources	240	400	250
369	900	Other Miscellaneous Revenue	451	-	-
		Total Miscellaneous Revenues	711	400	250
		Other Financing Sources			
391	800	Intergovernmental Loan Proceeds	-	140,000	-
		Total Other Financing Sources	-	140,000	-
		Total Estimated Revenues	1,736,337	1,812,662	1,577,561
		Total Estimated Resources	$ 1,736,337	$ 1,812,662	$ 1,577,561

EMERGENCY RESCUE EXPENDITURE DETAIL
THREE YEAR COMPARISON

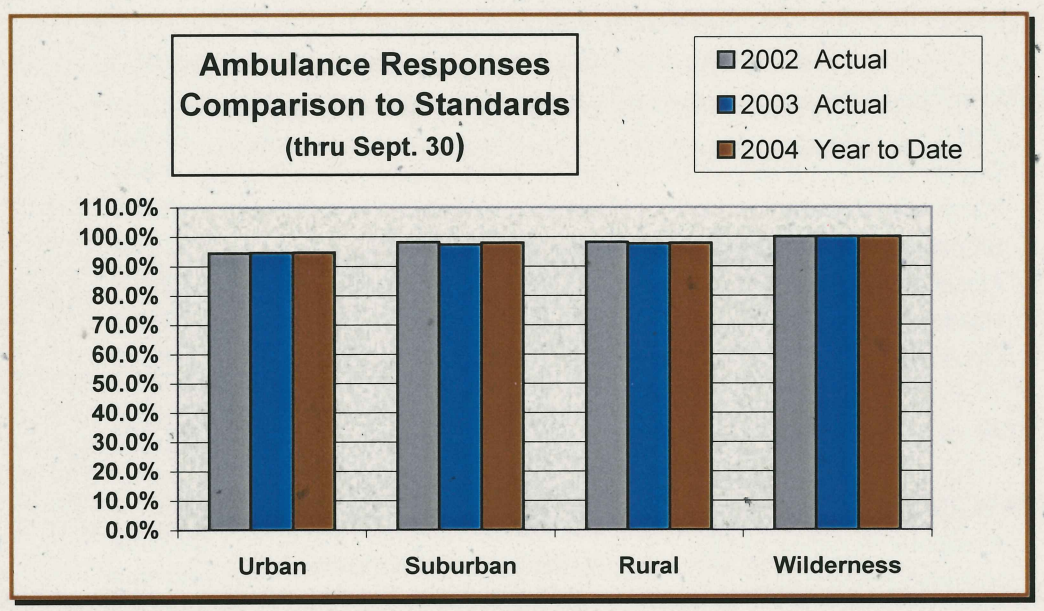
115.00			Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
526	100	**ADMINISTRATION**			
		Salaries and Wages	$ 116,331	$ 120,819	$ 199,136
		Personnel Benefits	19,591	23,549	41,994
		Supplies	3,282	3,100	3,100
		Other Services and Charges	4,833	1,300	2,400
		Interest	875	2,500	2,500
		Interfund Payments	80,000	96,000	-
	200	**AMBULANCE SERVICES**			
		Salaries and Wages	923,781	890,804	836,146
		Personnel Benefits	164,933	206,120	174,844
		Supplies	137,646	103,000	105,950
		Other Services and Charges	54,152	56,200	60,700
		Professional Services ($5,000 for medical advice)			
		Operating rentals ($5,300 for oxygen cylinders)			
		Insurance ($16,500 liability and property insurance)			
		Repairs and Maintenance ($23,000 for equipment and ambulances)			
		Medical waste disposal, laundry ($10,000)			
		Intergovernmental Services and Taxes	-	400	400
		Interfund Payments for Services	-	200	200
	400	**TRAINING**			
		Supplies	14,042	13,000	11,500
		Other Services and Charges	9,749	21,600	19,100
		Professional Services (classes $12,000)			
		Travel ($2,000), Registrations ($5,000)			
		Interfund Payments for Services	470	200	200
528	600	**COMMUNICATIONS, ALARMS AND DISPATCH OPERATIONS, CONTRACTED SERVICES**			
		Intergovernmental Services and Taxes	105,515	121,370	104,891
	800	**COMMUNICATIONS, GENERAL**			
		Supplies	9,123	2,500	2,500
		Other Services and Charges	12,788	10,000	12,000
		Communication ($9,000 for cell phones, pagers, telephones)			
		Repairs and Maintenance ($3,000 for radio repair)			
594	260	**CAPITAL OUTLAY**			
		Ambu/Rescue/Emer Aid	-	140,000	-
		Communications, General	5,116	-	-
		TOTAL EMERGENCY RESCUE FUND	$ 1,662,227	$ 1,812,662	$ 1,577,561

EMERGENCY RESCUE PERSONNEL SCHEDULE	Actual Approp 2004	Estimated Required 2005
AMBULANCE, RESCUE AND EMERGENCY AID		
ADMINISTRATION		
Fire Chief (1/2)	$ 45,809	$ 42,552
Deputy Chief (.1 FTE)	7,644	8,353
Paramedic Captain	73,620	75,828
Sr. Admin. Support Specialist (.5 FTE)	22,559	23,238
Financial Assistant II	43,807	45,132
Holiday Compensation	2,945	3,033
Overtime	1,000	1,000
TOTAL ADMINISTRATION	197,384	199,136
AMBULANCE		
Firefighter/Paramedic (12)	696,384	712,300
Holiday Compensation	27,855	28,846
Overtime	90,000	95,000
TOTAL AMBULANCE	814,239	836,146
TOTAL AMBULANCE, RESCUE AND EMERGENCY AID	$ 1,011,623	$ 1,035,282
% Increase (Decrease) over prior year		2.34%

Emergency Rescue responds to a number of calls each year as reflected in the graph below:



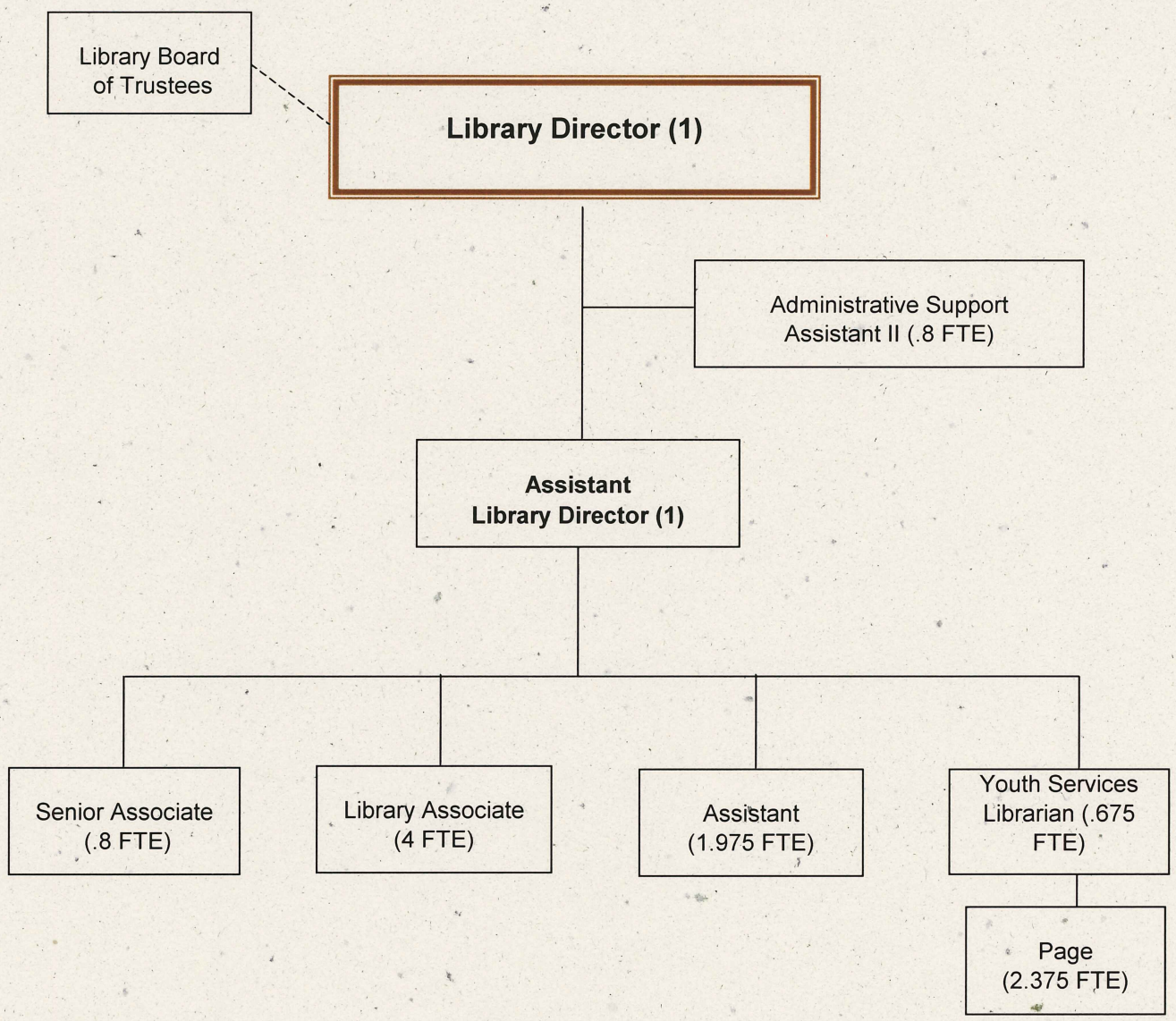
The following charts compare ambulance response times to standards.



Response Time Standards
(per Clark County Ordinance)

Category	Time Standard	Density of Population per Sq.Mile
Urban	8:59	>2,000
Suburban	12:59	1,000-2,000
Rural	19:59	<1,000
Wilderness	1:00.59	1 or less

LIBRARY


Library Board of Trustees
Library Director (1)
Administrative Support Assistant II (.8 FTE)
Assistant Library Director (1)
Senior Associate (.8 FTE)
Library Associate (4 FTE)
Assistant (1.975 FTE)
Youth Services Librarian (.675 FTE)
Page (2.375 FTE)

LIBRARY DEPARTMENT

MISSION STATEMENT

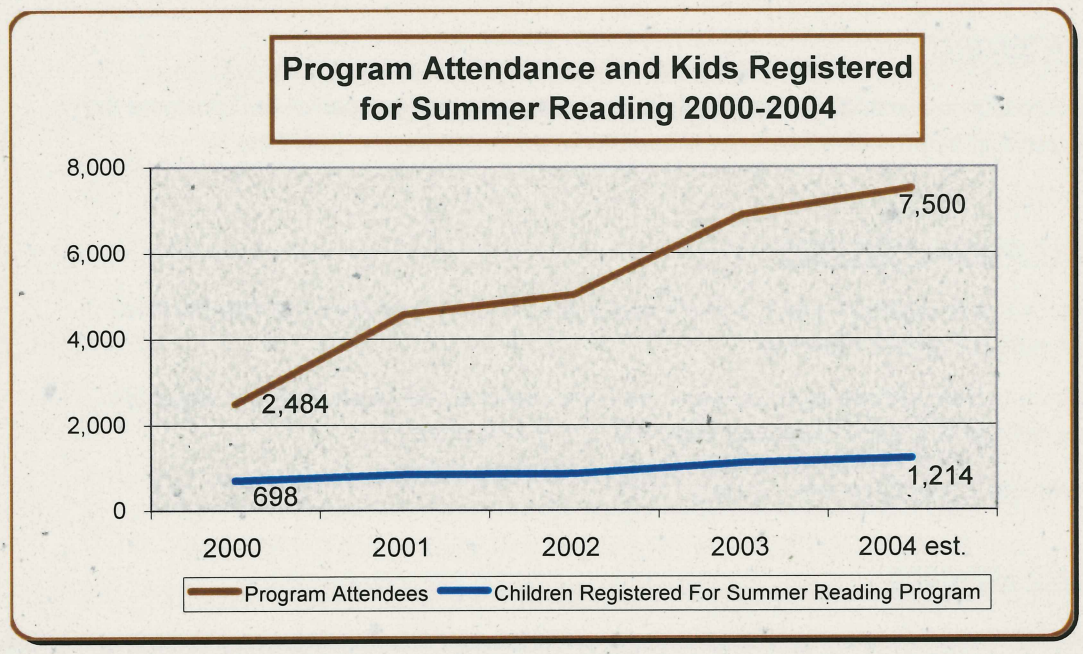
The Camas Public Library exists to enrich the lives, encourage the self-education and promote the enlightened citizenship by providing free access to diverse and expansive collections.

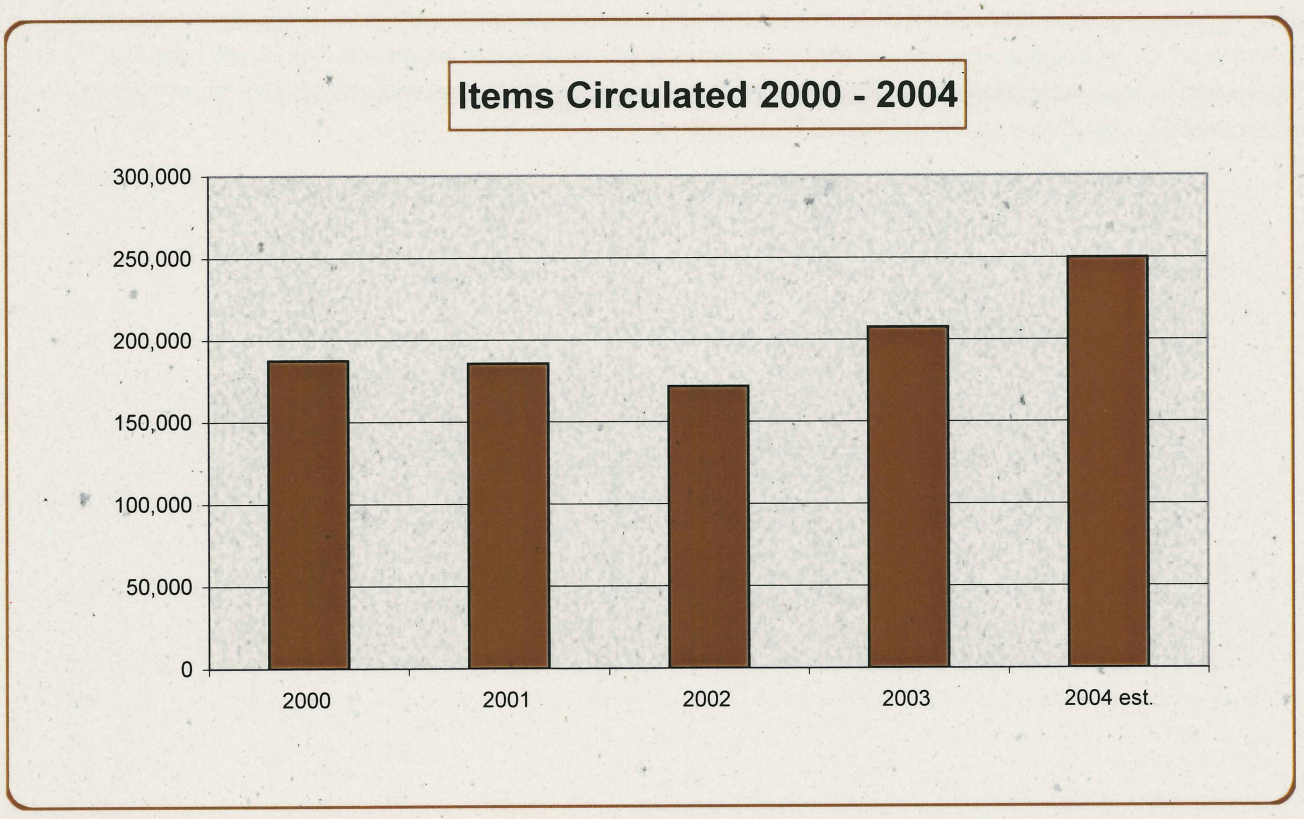
DEPARTMENT GOALS FOR 2005

1. Seek ways to maintain quality service levels and building operation and maintenance with static or reduced funding.
2. With help from affiliate organizations, the library will maintain a level of new materials acquisitions to ensure continued vitality of library collections.
3. Complete a new three-year strategic plan.

ACTIVITIES AND SERVICES

In 2005, the Camas Public Library's materials circulation will exceed one-quarter million books, audio-tapes CD's, DVD's, and videos to residents of the greater Camas area. The percentage of registered Camas residents and the number of people entering the library have reached all time highs. The library answers about 15,000 telephone and in-person information and research questions annually. Through undertakings such as a summer reading program, weekly story times and regular adult programs, the library provides other informational, education, recreational, and cultural activities to 8,000 participants. The library's free public meeting spaces will accommodate 300+ events.


Program Attendance and Kids Registered for Summer Reading 2000-2004
8,000
6,000
4,000
2,000
0
7,500
2,484
698
1,214
2000
2001
2002
2003
2004 est.
Program Attendees
Children Registered For Summer Reading Program


Items Circulated 2000 - 2004
300,000
250,000
200,000
150,000
100,000
50,000
0
2000
2001
2002
2003
2004 est.

LIBRARY DEPARTMENT EXPENDITURE DETAIL
THREE YEAR COMPARISON

001.30			Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
572	100	**ADMINISTRATION**			
		Salaries and Wages	$ 74,220	$ 76,447	$ 79,140
		Personnel Benefits	17,502	18,350	18,995
		Other Services and Charges (travel)	16	990	100
	200	**LIBRARY SERVICES**			
		Salaries and Wages	445,442	459,693	479,155
		Personnel Benefits	93,256	107,180	115,490
		Supplies	23,097	17,650	14,760
		Other Services and Charges	27,700	28,110	27,855
		Professional Services ($500)			
		Communication ($12,760 for postage, phone)			
		Insurance ($5,000)			
		Repairs ($2,650 for maintenance contracts)			
		Misc. ($4,935 for printing, registrations, memberships, interlibrary loans, catalog databases)			
		Intergovermental Services and Taxes	18,328	20,500	19,330
	400	**TRAINING**			
		Other Services and Charges (travel costs)	226	2,775	500
	500	**FACILITIES**			
		Salaries and Wages	7,082	5,000	5,000
		Personnel Benefits	1,941	1,500	1,500
		Supplies	2,709	5,250	4,800
		Other Services and Charges	53,010	76,650	92,085
		Professional Services ($13,600 for janitoral, window cleaning, lighting maintenance, fire extinguisher testing, carpet/upholstery cleaning)			
		Communication ($2,860 for telephone, postage)			
		Insurance ($10,500 property)			
		Public Utility ($45,000)			
		Repairs and Maintenance ($3,975)			
		Interfund Payments for Services	3,095	1,500	250
594	720	**CAPITAL OUTLAY**			
		Library Services	-	-	-
		Books	100,735	118,250	106,500
		TOTAL LIBRARIES	$ 868,359	$ 939,845	$ 965,460
		% Increase (Decrease) Prior Year		8.23%	2.73%

PERSONNEL SCHEDULE	Actual Approp 2004	Estimated Required 2005
Library Director	$ 76,447	$ 79,140
Assistant Library Director	54,420	54,147
Senior Library Associate (.8 FTE)	38,296	39,446
Library Associate [4 FTE]	180,504	185,896
Admin. Support Assistant II (.8 FTE)	30,228	30,240
Library Assistant	69,824	66,828
(3 part-time = 2.075 FTE - 2004 - 3 part-time = 1.975 FTE - 2005)		
Youth Services Librarian (.5 FTE - 2004, .675 FTE - 2005)	22,233	34,119
Overtime	420	435
Other Salaries and Wages (pages and substitutes)	63,768	68,044
Total Libraries	$ 536,140	$ 558,295
% Increase (Decrease) Prior Year		4.13%

LIBRARY CONSTRUCTION

PROJECT STATEMENT

This fund will account for the construction of the expansion and remodel of the Library building, and $800,000 will be used to expand parking.

COMMENTS ON BUDGET APPROPRIATIONS

Design was started in 2000. The library moved to it's temporary location in the Fall of 2001. Construction of both the remodel and expansion began December 2001. The grand opening was May 2003. Budget authority remaining as of December 31, 2004, will be carried over to year 2005 and entered into the ledgers by journal entry. Total construction costs are $8,479,505. Retainage to the general contractor has not been paid.

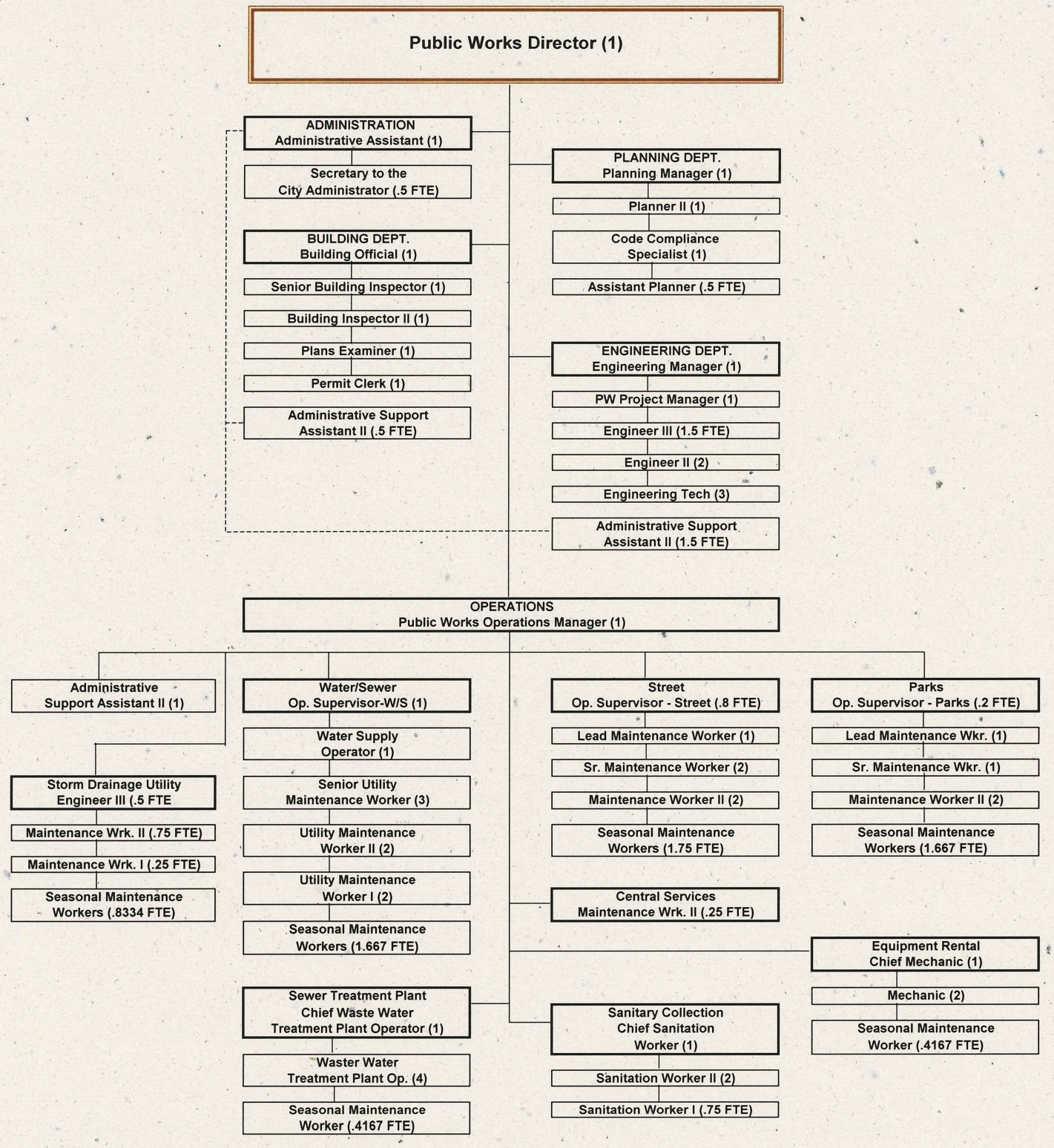
REVENUE DETAIL
THREE YEAR COMPARISON

320.00			Actual Revenue 2003	Adjusted Estimated 2004	Estimated Revenue 2005
291	740	**Beginning Appropriate Fund Balance**	$ -	$ -	$ -
		Miscellaneous Revenues:			
361	110	Investment Interest	18,358	-	-
369	900	Other Miscellaneous	0	-	-
		Total Miscellaneous Revenues	18,358	-	-
		Total Estimated Resources	$ 18,358	$ -	$ -

EXPENDITURE DETAIL
THREE YEAR COMPARISON

320.00.594.720	Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
Salaries and Wages	$ 2,209		
Personnel Services	651		
Supplies	15,490	-	-
Other Services and Charges	133,470	-	-
Land	-	-	-
Capital Outlay	1,929,328	-	-
Total	$ 2,081,148	$ -	$ -

PUBLIC WORKS DEPARTMENT



ENGINEERING DEPARTMENT

MISSION STATEMENT

The Administration Department provides administrative, research, secretarial and clerical support for the Engineering, Protective Inspections, and Operations Departments.

The Engineering Department provides general administration and supervision including planning and developing of capital improvement programs of city public works operations, and provides for long range utility and transportation planning.

DEPARTMENT GOALS FOR 2005

Administration:

1. Support the revitalization and development of the various business districts of the community.
2. Guide and strengthen an effective team.
3. Continue in the development and implementation of information systems and electronic record management.

Engineering:

1. Complete the construction of SE 1st Street/Lake Road street improvement project.
2. Continue to improve citizen involvement in long-term planning and neighborhood projects.
3. Continue the conversion of as-built drawings to digital format. Distribute to desk top for staff. Start process to make drawings available to subscribers over the web.
4. Maintain the GIS mapping system.
5. Inspect and monitor numerous residential and commercial developments.
6. Provide engineering and administrative services for the 38th Avenue extension.
7. Provide engineering and administrative services for the Leadbetter extension.
8. Provide engineering and administrative services for the installation of a new traffic signal system for NE 3rd and Lechner.
9. Continue with the development of new water sources.
10. Provide engineering and administrative services for the Washougal River waterline crossing and the lower Prune Hill pumping station upgrades.
11. Provide engineering and administrative services for sewer line replacements on NW McIntosh, NE 2nd, NW 2nd, and NW 6th Avenues.

ACTIVITIES AND SERVICES

The Engineering Department designs and supervises capital improvement programs for the city. It is responsible for engineering, inspection and supervision of the Streets, Water-Sewer, Parks maintenance, Equipment Rental and Sanitary Departments. Engineering programs include design, plans and specifications for all construction projects in the City not contracted with consulting engineering firms. Supervision of sanitary collection activities, also, falls within the jurisdiction of this department.

ENGINEERING DEPARTMENT EXPENDITURE DETAIL
THREE YEAR COMPARISON

001.13		Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
531	100 ADMINISTRATION			
	Salaries and Wages	$ 189,529	$ 221,175	$ 158,817
	Personnel Benefits	48,120	52,418	47,327
	Supplies	3,633	4,000	3,000
	Other Services and Charges (cell phones, travel, etc,)	6,902	10,550	6,950
	Interfund Payments for Services	1,004	1,000	1,500
	200 ENGINEERING PLANS AND SERVICES			
	Salaries and Wages	495,326	498,900	573,166
	Personnel Benefits	144,642	159,894	171,858
	Supplies	9,279	10,000	11,500
	Other Services and Charges			
	Professional Services	12,555	25,000	27,700
	Traffic Counts	9,510	-	-
	Cell phones, equip. maint., registrations, insurance	13,267	14,675	17,100
	Intergovernmental Services	13	5,500	6,600
	Interfund Payments for Services	25,897	27,000	27,000
	400 TRAINING			
	Other Services and Charges (travel, registrations)	3,741	9,000	6,500
	TOTAL ENGINEERING	$ 963,418	$ 1,039,112	$ 1,059,018
	% Increase (Decrease) Prior Year		7.86%	1.92%

ENGINEERING PERSONNEL SCHEDULE	Actual Approp 2004	Estimated Required 2005
Public Works Director	$ 86,141	$ 88,728
Administrative Assistant	43,165	45,791
Secretary to the City Administrator (.5 FTE)	22,560	23,238
Admin. Support Assistant II (2)	68,249	55,953
Administrative Overtime	1,060	1,060
Engineering Manager	70,299	75,084
Project Manager	62,460	72,410
Engineer III (2 FTE - 2004, 1.5 FTE - 2005)	123,673	98,364
Engineer II (1.5 FTE - 2004, 2 FTE - 2005)	84,665	117,378
Senior Engineering Technician (1 FTE - 2004, 0 FTE - 2005)	53,877	-
Engineering Technician (2 FTE - 2004, 3 FTE - 2005)	98,621	148,672
Overtime	5,305	5,305
Total Engineering	$ 720,075	$ 731,983
% Increase (Decrease) Prior Year		1.65%

PLANNING AND COMMUNITY DEVELOPMENT

MISSION STATEMENT

Planning and community development implements the laws of the state and city regarding the use of real property and participates in the development of such laws and associated policies. It provides for the orderly management and accommodation of growth in a manner that maintains and enhances the quality of life for the City. Planning assists our citizens and leaders in establishing and maintaining a shared vision for the entire community.

DEPARTMENT GOALS FOR 2005

The following are the major goals for year 2005:.

1. Complete the Wetlands and Fish and Wildlife Habitat Regulations to the Critical Areas Ordinance consistent with state requirements.
2. Develop strategies and plans to implement annexation of properties with the 2004 adopted urban growth area.
3. Assist Parks and Recreation in updating the comprehensive park and open space plan.

ACTIVITIES AND SERVICES

Planning and community development provides staff support to the City Council and Planning Commission for all land use matters. The division performs duties for both current and long-range planning. **Current (short-range) planning** fulfills the city's regulatory role under federal, state, and local land use laws and policies, and takes an active role in developing and updating of said laws. Most notable among these laws and policies are the Zoning Code, Subdivision Code, Shoreline Master Program and implementing ordinances, State Environmental Policy Act (SEPA), and Regulatory Reform. Development proposals are reviewed and land use approvals granted through these systems. Coordinating development review with other divisions and departments and other agencies with jurisdictional is a major planning division responsibility.

Long-range planning focuses on development and implementation of long-range goals and policies guiding future community development. These include growth management strategies, shoreline management policies, Comprehensive Plan and Zoning Code development, annexations, and code development and participation in regional and statewide issues.

COMMENTS ON BUDGET APPROPRIATIONS:

This budget reflects completing a critical areas ordinance per new state law requirements. Staff will also be fully implementing the 2004 Comp Plan. At the direction of City Council, staff will turn its attention to implementing strategies and plans within the adopted Urban Growth Area. On a personnel note, this budget reflects a shift of workload from the extensive and time-consuming Comp Plan update to more development review and implementation. As noted last year, the new staffing level will maintain current level of service, reflective of the 2005 tasks.

PLANNING AND COMMUNITY DEVELOPMENT
EXPENDITURE DETAIL
THREE YEAR COMPARISON

001.15			Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
558	400	**TRAINING**			
		Other Services and Charges	$ 740	$ 3,000	$ 3,000
	600	**PLANNING**			
		Salaries and Wages	176,090	186,004	201,432
		Personnel Benefits	45,170	49,578	58,175
		Supplies	1,257	2,500	1,500
		Other Services and Charges (phones, travel, registrations)	10,568	7,000	5,000
		Comp. Plan Update	43,356	10,000	-
		Wetlands	-	5,000	-
		Geotech	-	3,000	-
		Critical Areas Ordinance Update	6,197	-	-
		Development Review Services	-	-	23,500
		Peer/Environmental Review	-	-	3,500
		Insurance	22,809	22,493	20,000
		Intergovernmental Services	0	6,500	6,500
		Interfund Payments for Services	5,609	4,000	4,000
	910	**ECONOMIC DEVELOPMENT**			
		Other Services and Charges	2,500	2,500	2,500
		Columbia River Economic Development Council	21,000	21,000	21,000
559	300	**Housing and Community Development**			
		Downtown Rental Housing Rehabilitation Project (CDBG)	-	175,000	-
		TOTAL PLANNING AND COMMUNITY DEVELOPMENT	$ 335,296	$ 497,575	$ 350,107
		% Increase (Decrease) Prior Year		48.40%	-29.64%

PLANNING PERSONNEL SCHEDULE	Actual Approp 2004	Estimated Required 2005
Planning Manager	$ 74,290	$ 76,397
Planner I	50,292	58,304
Assistant Planner (.5 FTE)	18,894	19,608
Code Compliance Specialist	42,528	45,123
Total Planning	$ 186,004	$ 199,432
% Increase (Decrease) Prior Year		7.22%

ECONOMIC DEVELOPMENT DETAIL:

Professional Services includes:

Columbia River Economic Development Council	$ 21,000
Sister City Program	2,500
	$ 23,500

PROTECTIVE INSPECTIONS DEPARTMENT

MISSION STATEMENT

Protective inspections provide for inspections and enforcement of regulations relevant to the issuance of building permits and other permits not assigned to a specific department.

GOALS FOR 2005

The residential construction activity for 2005 is expected to be higher because of the surge in the number of developed lots in 2004-2005. With the development of areas of mixed use, the level of commercial construction is expected to increase. Our specific goals are:

The Building department will:

1. Continue to respond to plan reviews at a four-week turnaround time.
2. Respond to all inspection requests received prior to 6:00 AM each workday.
3. Work with contractors, citizens and permit holders to maintain clean, safe and sanitary work sites. Help mitigate soil erosion problems in cooperation with the Engineering Department.
4. Work with industry, commercial community and public agency permit applicants to promote an efficient and predictable permit issuance
5. Meet with applicants for pre-design and pre-application to facilitate the permit process.
6. Respond to any "fast track" construction projects at a high priority.
7. Work with the fire department to coordinate residential fire sprinkler requirements and make information available to the permit applicants.
8. Continue the cooperation with other jurisdictions in Southwest Washington to promote code enforcement uniformity. The work to develop regional graphical code and construction details will continue as well as development of uniform residential and commercial plan review checklists.
9. Work cooperatively with code enforcement on the abatement of dangerous buildings.

ACTIVITIES AND SERVICES

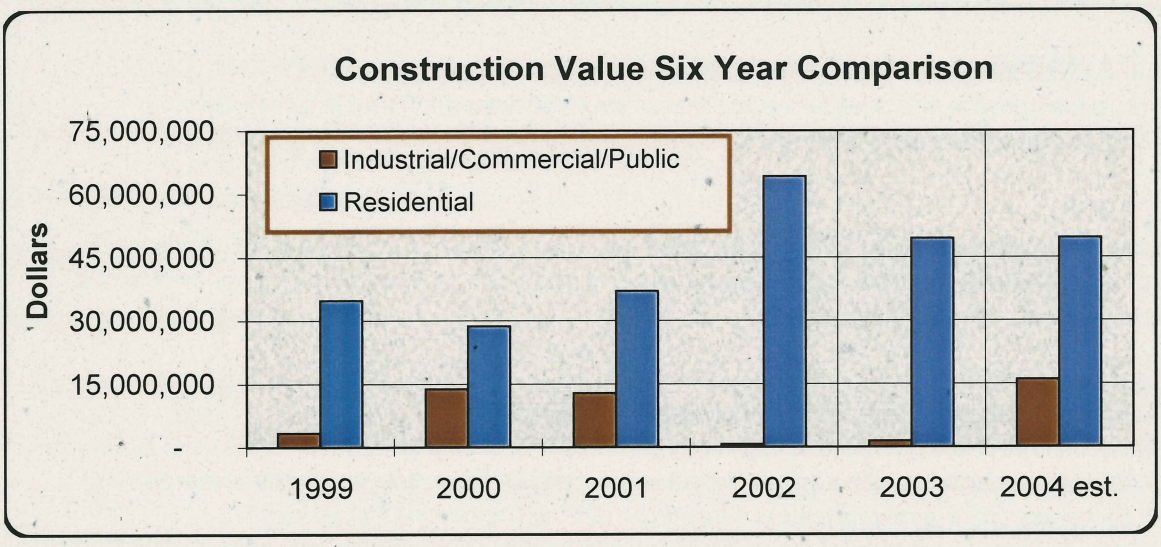
The building department enforces the International Building Code, Mechanical Code, Plumbing Code, the State of Washington Energy Code, Indoor Air Quality Code and Accessibility Codes as amended by the State of Washington. The department also enforces certain elements of the zoning ordinance pertaining to new construction and also change in use of existing buildings

The building department, at time of issuance of building permits, collects water and sewer development charges and all impact fees. Computations of fire impact fees are made. The fire department is notified at permit issuance of buildings required to have fire sprinkler systems installed.

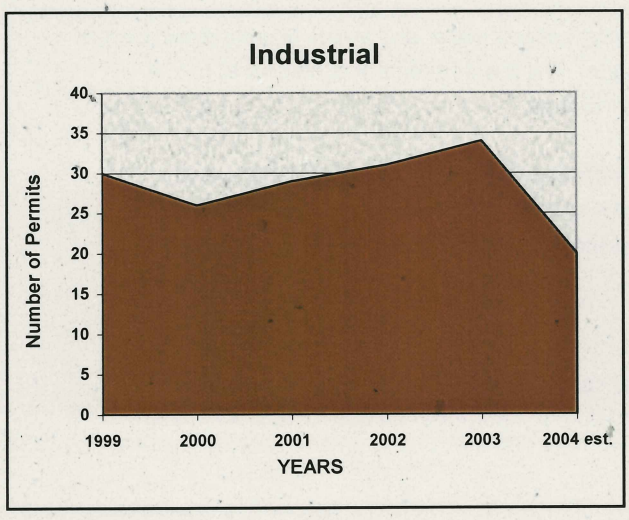
The building department cooperates with other jurisdictions in Southwest Washington and Clark County Home Builders to promote uniformity and training in code enforcement. We have a fast track permit system in cooperation with Northwest Natural for furnace replacements and alterations.

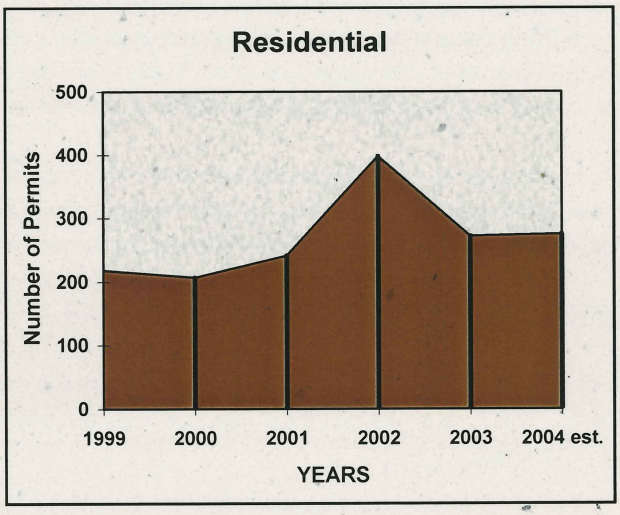
COMMENTS ON BUDGET APPROPRIATIONS

The building department is budgeting outside inspection services to help with the anticipated inspection activity. This is to conform to the guidelines required to maintain our Insurance Service Organization (ISO) class "2" rating.



YEARS	CONSTRUCTION VALUE Industrial/ Commercial/ Public	CONSTRUCTION VALUE Residential	PERMITS ISSUED Industrial/ Commercial/ Public	PERMITS ISSUED Residential
1999	$ 3,358,904	$ 34,712,597	30	218
2000	13,790,706	28,586,363	26	207
2001	12,823,473	37,043,928	29	241
2002	633,230	64,069,152	31	398
2003	1,399,167	49,430,376	34	272
2004 est.	16,000,000	49,600,000	20	275





PROTECTIVE INSPECTION EXPENDITURE DETAIL
THREE YEAR COMPARISON

001.22.524	Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
200 INSPECTIONS, PERMITS			
Salaries and Wages	$ 273,895	$ 286,823	$ 313,201
Personnel Benefits	72,248	76,120	86,876
Supplies	4,142	4,715	5,540
Other Services and Charges (Professional Services)	1,095	4,800	3,000
Outsource plan reviews and inspection services	14,290	15,000	26,600
Phones, pagers, radio ($3,900), Equip. Maint. ($950)	3,599	4,750	4,850
Software, publications, travel, miscellaneous ($1,350)	709	1,365	1,350
Interfund Payments for Services	14,400	11,064	14,400
400 TRAINING			
Other Services and Charges (travel, registrations)	4,586	11,000	7,330
500 FACILITIES			
Supplies	656	-	-
Other Services and Charges (insurance)	3,202	-	3,000
594 240 CAPITAL OUTLAY			
Machinery and Equipment (Copy machine)	-	-	7,000
597 000 TRANSFERS			
Transfers Out	-	-	2,000
TOTAL PROTECTIVE INSPECTIONS	$ 392,822	$ 415,637	$ 475,147
% Increase (Decrease) Prior Year		5.81%	14.32%

PROTECTIVE INSPECTIONS PERSONNEL SCHEDULE	Actual Approp 2004	Estimated Required 2005
Building Official	$ 70,297	$ 72,405
Senior Building Inspector	58,880	61,703
Building Inspector II	53,877	55,496
Plans Examiner	53,877	55,496
Permit Clerk	45,118	46,477
Administrative Support Assistant II (.5 FTE)	-	17,124
Overtime	4,774	4,500
Total Administration	$ 286,823	$ 313,201
% Increase (Decrease) Prior Year		9.20%

CENTRAL SERVICES

FUNCTION

The central services function is a classification for general building services as prescribed in the state auditor's *Budgeting, Accounting and Reporting System* (BARS). This budget includes the costs of providing housing facilities facilities for general government, public safety, public works, engineering, and administration.

ACTIVITIES AND SERVICES

Expenses under this budget include the maintenance and operation of the municipal building.

THREE YEAR COMPARISON

001.23		Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
518 200	**PROPERTY MANAGEMENT SERVICES**			
	Salaries and Wages	$ 6,912	$ 10,558	$ 12,566
	Personnel Benefits	3,809	3,107	5,710
	Supplies	11,177	16,500	16,500
	Other Services and Charges	85,570	111,200	95,650
	Interfund Payment for Services	20	500	-
594 180	**CAPITAL OUTLAY**			
	Other Improvements	-	5,000	5,000
	TOTAL CENTRAL SERVICES	$ 107,488	$ 146,865	$ 135,426
	% Increase (Decrease) Prior Year		36.63%	-7.79%

CENTRAL SERVICES PERSONNEL SCHEDULE	Actual Approp 2004	Estimated Required 2005
Maintenance Worker (.25 FTE)	$ 10,358	$ 12,366
Overtime	200	200
Total Central Services	$ 10,558	$ 12,566
% Increase (Decrease) Prior Year		19.02%

CAPITAL OUTLAY DETAILS:	
Heat pump replacement	$ 5,000
Total	$ 5,000

OTHER SERVICES AND CHARGES DETAIL:	
Professional Services (janitorial for City Hall, fire extinguisher/alarm maint.)	$ 14,400
Communication (telephone, Portland line)	6,000
Operating Rentals	500
Insurance (property insurance for City Hall)	6,700
Public Utility (electric, gas, water, sewer, garbage)	36,150
Repairs and Maintenance (HVAC, generator, painting, garage doors)	31,900
Total other services and charges	$ 95,650

CITY STREET DEPARTMENT

MISSION STATEMENT

The street budget provides for maintenance and minor construction of all city streets within the city limits.

DEPARTMENT GOALS FOR 2005

1. Provide for the safe movement of drivers, cyclists and pedestrians within our community.

2. Maintain the roadways, bikepaths and sidewalks in a manner which preserves the City's long term investment, provides the optimum mobility, and optimum safety.

3. Promote water quality, minimize runoff of pollutants into fish bearing waterways, sweep all streets once per month (downtown mall once per week), and clean out all catch basins a minimum of once per year.

4. Maintain street surfaces by performing preventative maintenance including crack sealing, chip sealing, slurry sealing, and hot mix asphalt.

5. Purchase one additional sanding unit.

ACTIVITIES AND SERVICES

Maintaining, seal coating, patching and grading of streets, providing lighting of roads and intersections, providing snow and ice control, sweeping of streets and maintaining or operate traffic signals are activities and services provided from the street budget activity.

CITY STREET FUND

REVENUE DETAIL
THREE YEAR COMPARISON

112.00			Actual Revenue 2003	Adjusted Estimated 2004	Estimated Revenue 2005
291	740	**Beginning Appropriated Fund Balance**	$ -	$ 50,000	$ 150,000
		Intergovernmental Revenue:			
333	140	Community Dev. Block Grant	61,699	-	-
333	200	Federal Indirect Grants-STP	3,065	216,000	197,500
334	036	State Grants	7,084	-	231,542
336	000	Motor Vehicle Fuel Tax-City Street	192,681	200,646	220,109
336	000	Motor Vehicle Fuel Tax-Street Imp.	90,091	93,862	102,912
338	950	Shared Costs-Road Improvements	500,000	15,000	31,036
		Total Intergovernmental Revenue	854,620	525,508	783,099
		Miscellaneous Revenues:			
361	110	Interest	3,190	-	-
363	000	Other Miscellaneous	4,612	-	-
367	110	Contributions	76,572	-	-
		Total Charges for Goods and Service	84,374	-	-
		Total Estimated Revenues	938,994	575,508	933,099
		Other Financing Sources:			
391	800	Intergovernmental Loan Proceeds (PWTF)	-	1,018,000	-
397	000	Operating Transfers In	1,433,391	2,989,274	1,933,023
		Total Other Financing Sources	1,433,391	4,007,274	1,933,023
		Total Estimated Resources	$ 2,372,385	$ 4,582,782	$ 2,866,122

CITY STREET DEPARTMENT EXPENDITURE DETAIL
THREE YEAR COMPARISON

112.00			Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
		Roadway Preservation			
541	300	Roadway	$ -	$ -	$ 296,477
		Road and Street Maintenance			
542	300	Roadway	247,734	304,888	85,107
	400	Storm Drainage	54,985	61,635	-
	500	Structures	247	2,512	2,484
	610	Sidewalks	36,738	21,269	31,141
	620	Special Purpose Paths	1,786	1,130	901
	630	Street Lighting	197,707	178,187	215,331
	640	Traffic Control Devices	93,131	133,269	131,147
	650	Parking Facilities	2,028	1,523	1,469
	660	Snow and Ice Control	5,708	25,652	35,031
	670	Street Cleaning	63,727	97,617	32,550
	700	Roadside	82,977	71,353	62,438
	710	Downtown Mall Maintenance	47,152	53,269	48,981
	800	Ancillary Operations	12,428	16,334	19,609
	810	Work Crew	6,225	-	-
	900	Maintenance Administration	91,376	69,979	114,016
		Road and Street General Administration			
543	100	Management	31,095	40,358	2,000
	200	Undistributed Engineering	81,398	316,762	-
	300	General Services	11,850	9,000	342,662
	500	Facilities	8,079	5,057	5,012
	600	Training	11,121	12,152	11,266
	700	Undistributed Indirect Labor Costs	-	130	-
		Road and Street Facilities			
544	200	Maintenance of Stations and Bldgs	60,204	49,500	49,500
		Capital Equipment Outlay			
594	430	General Services	-	-	-
		Road and Street Construction			
595	300	Roadway	1,128,669	2,578,000	930,000
	400	Storm Drainage	-	30,000	-
	500	Structures	8,280	-	-
	610	Sidewalks	39,202	-	85,000
	620	Special Purpose Paths	-	-	-
	630	Street Lighting	2,791	-	-
	640	Traffic Control Devices	78,175	503,206	335,000
	700	Roadside Development	-	-	-
		Transfers			
597	000	Operating Transfer	-	-	29,000
		Total City Street Fund	$ 2,404,813	$ 4,582,782	$ 2,866,122
		% Increase (Decrease) over prior year		90.57%	-37.46%

PERSONNEL SCHEDULE	Actual Approp 2004	Estimated Required 2005
Transportation/Road & Street Construction		
Public Works Operations Manager (.33 FTE)	$ 29,160	$ 27,478
Operations Supervisor - Streets (1 FTE - 2004, .8 FTE - 2005)	63,962	54,480
Lead Maintenance Worker	57,348	59,065
Senior Maintenance Worker (2)	104,449	107,579
Maintenance Worker II (2.5 FTE - 2004, 2 FTE - 2005)	116,467	92,775
Maintenance Worker (.167 FTE)	6,704	-
Seasonal Maintenance Workers (3 at .5 FTE - 2004, 1 at .5 FTE and 3 at .4167 FTE - 2005)	28,818	34,616
Overtime	9,500	9,500
Total Transportation/Road and Street Const.	$ 416,408	$ 385,493
% Increase (Decrease) over prior year		-7.42%

CAPITAL OUTLAY DETAIL:

		Roadway Construction Projects	
112-62-595-300-49	*	192nd Avenue	$ 330,000
112-64-595-300-65	*	NW 38th Ave Extension	200,000
112-70-595-300-65	*	Leadbetter design	400,000
		Sidewalk Construction Projects	
112-00-595-610-65	*	Pedestrian safety improvements	85,000
		Traffic Control Devices	
112-67-595-640-65	*	3rd and Lechner	335,000
		Total City Street Projects and Equipment	$ 1,350,000

SE 1st Street/Lake Road Construction

FUNCTION

This fund was established to account for the construction of the SE 1st Street/Lake Road construction project.

COMMENTS ON BUDGET APPROPRIATIONS

This project is funded by a variety of sources which include federal and state grants, cost sharing with Clark County, the City of Vancouver, private industry, and Public Works Trust Fund loans. The budget remaining as of December 31, 2004, will be carried over to year 2005 and entered into the ledgers by journal entry.

REVENUE DETAIL
TWO YEAR COMPARISON

113.00		Adjusted Estimated 2004	Estimated Revenue 2005
	Intergovernmental Revenue:		
331 100	Federal Appropriations	$ 1,963,500	$ -
333 202	Federal Interstate Discretionary Maintenance	2,400,000	-
334 036	State Grant - Department of Transportation	3,754,500	-
338 950	Shared Costs	50,000	-
	Total Intergovernmental Revenue	8,168,000	-
	Miscellaneous Revenue:		
361 110	Investment Interest	1,000	-
367 110	Contributions	231,000	-
	Total Miscellaneous Revenue	232,000	-
	Other Financing Sources:		
391 800	Intergovernmental Loan Proceeds	3,000,000	-
397 000	Transfers	-	60,000
	Total Other Financing Sources	3,000,000	60,000
	Total Estimated Revenues	$ 11,400,000	$ 60,000

EXPENDITURE DETAIL
TWO YEAR COMPARISON

113.65		Actual Approp 2004	Estimated Required 2005
	Road and Street Construction		
595 300	Road Construction	$ 11,400,000	$ 60,000
	Total SE 1st Street/Lake Road Construction	$ 11,400,000	$ 60,000

STORM WATER DRAINAGE UTILITY

MISSION STATEMENT

The storm water drainage function provides for planning and construction of storm sewer capital facilities in the Fisher Basin drainage area in west Camas. And with the expansion of this utility, maintenance, operations and construction for storm water city-wide.

GOALS FOR 2005

1. Implementation of National Pollutant Discharge Elimination System (NPDES Phase 2).
2. Continue to monitor and evaluate stream flows in the Fisher Basin in accordance with ESA and NPDES Phase 2 requirements.
3. Inspect, report, and follow-up on existing storm detention facilities.
4. Clean the debris from the Parker Estates stormwater detention facility.
5. Update the Fisher Basin stormwater plan.
6. Construct decant facility -- joint project with City of Washougal.

COMMENTS ON BUDGET APPROPRIATIONS

Comparison figures are from the former Fisher Basin Fund (Fund 119). Account numbers have been changed.

REVENUE DETAIL
THREE YEAR COMPARISON

419.00			Actual Revenue 2003	Actual Estimated 2004	Estimated Revenue 2005
291	740	**Beginning Appropriated Fund Balance**	$ -	$ 85,023	$ 498,508
		Charges for Goods and Services:			
343	830	Storm Drainage Revenues - O & M	-	-	369,183
343	831	Storm Drainage Revenues - Capital	-	-	96,853
		Total Charges for Goods and Services.	-	-	466,036
		Miscellaneous Revenues:			
361	110	Investment Interest	56,487	45,000	8,600
		Total Miscellaneous Revenues	56,487	45,000	8,600
		Other Income			
379	000	Fisher Basin Capital Contributions	17,276	2,500	100,000
		Total Other Income	17,276	2,500	100,000
		Total Estimated Revenues	73,763	132,523	1,073,144
		Total Estimated Resources	$ 73,763	$ 132,523	$ 1,073,144

STORM WATER DRAINAGE UTILITY EXPENDITURE DETAIL
THREE YEAR COMPARISON

419.00.538		Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
300	**Operations and Maintenance**			
	Salaries and Wages	$ 26,618	$ 39,046	$ 80,127
	Personnel Benefits	7,207	8,477	28,692
	Supplies	-	-	5,000
	Other Services and Charges	-	85,000	107,200
	Intergovernmental Services and Taxes	-	-	7,097
	Interfund Payments for Services	-	-	49,114
	Total Operations and Maintenance	33,825	132,523	277,230
315	**Street Cleaning**			
	Salaries and Wages	-	-	16,011
	Personnel Benefits	-	-	4,803
	Supplies	-	-	100
	Other Services and Charges (catch basin cleaning)	-	-	5,000
	Interfund Payments for Services	-	-	38,000
	Total Street Cleaning	-	-	63,914
	Capital			
594 380	Capital Outlays - Non-Fisher Basin	-	-	71,853
594 381	Capital Outlays - Fisher Basin	32,114	-	635,147
	Total Capital	32,114	-	707,000
	Estimated Other Financing Uses:			
597 000	Transfers Out	-	-	25,000
	Total Estimated Other Financing Uses	-	-	25,000
	Total Storm Water Drainage Utility Fund	$ 65,939	$ 132,523	$ 1,073,144
	% Increase (Decrease) Prior Year			709.78%

419.00.538	Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
OTHER SERVICES AND CHARGES DETAIL:			
Professional Services			
Basin Portion of NPDES Phase 2 Compliance		$ 25,000	$ -
Wetlands - ESA Assessment & Coordination		10,000	10,000
Fisher Basin Storm Water Study		50,000	-
Parker Street Monitoring and Planting		-	31,000
Operating Rentals		-	1,000
Repairs and Maintenance			
Storm Repairs			5,000
Pond Cleaning			50,000
Ditch Cleaning			10,000
Miscellaneous		-	200
Total Other Services and Charges:		$ 85,000	$ 107,200

STORM DRAINAGE UTILITY CAPITAL DETAIL:	
Non-Fisher Basin	
City-wide Storm Water Plan/Study	$ 50,000
Decant Facility	21,853
Fisher Basin	
Wetland Banking	300,000
Fisher Basin Storm Water Study	150,000
Decant Facility	8,147
Lake Road Storm Drainage	177,000
Total Storm Drainage Utility Capital	$ 707,000

STORM WATER DRAINAGE PERSONNEL SCHEDULE	Actual Approp 2004	Estimated Required 2005
Engineer II (.5 FTE)	$ 26,744	$ 31,933
Maintenance Worker II (.75 FTE)	-	37,099
Maintenance Worker I (.25 FTE)	-	9,620
Overtime	-	500
Seasonal Maint. Wkr. (.5 FTE - 2004, 2 at .4167 FTE - 2005)	9,053	16,986
Total Storm Water Drainage	$ 35,797	$ 96,138
% Increase (Decrease) Prior Year		168.56%

CITY SANITARY

MISSION STATEMENT

The solid waste management function provides for the collection and disposal of refuse from businesses and residences within the City of Camas. This function also includes the revenues and expenses of the city recycling program.

DEPARTMENT GOALS FOR 2005

1. Continue to convert existing commercial customers to the automated collection systems.
2. Continue to improve the efficiency and productivity of the automated collection system.
3. Absorb new customers into existing routes without adding employees.
4. Encourage and promote the construction of the "East County Transfer Station".
5. Purchase and place into service a new refuse collection truck.

ACTIVITIES AND SERVICES

Daily and/or weekly general refuse collection and disposal activities are provided for in this budget. The city will continue to serve residential and commercial customers and provide drop box service up to two yards. Large drop box and yard debris services are contracted out with the contractor handling all billing and service requests. The city will continue to bill for recycling services and pay a private contractor for this service.

REVENUE DETAIL
THREE YEAR COMPARISON

422.00			Actual Revenue 2003	Adjusted Estimated 2004	Estimated Revenue 2005
291	740	**Beginning Appropriated Fund Balance**	$ -	$ -	$ 47,483
343		**Charges for Goods and Services:**			
		Garbage/Solid Waste Fees	1,437,383	1,243,806	1,577,579
		Total Charges for Goods and Services	1,437,383	1,243,806	1,577,579
		Miscellaneous Revenues:			
361	110	Interest Earnings	4,205	4,000	6,690
362	900	Other Rents & Use Charges	8,920	5,000	8,784
363	000	Other Non Revenues	70	-	-
		Total Miscellaneous Revenues	13,195	9,000	15,474
		Total Estimated Revenues	1,450,578	1,252,806	1,593,053
		Total Estimated Resources	$ 1,450,578	$ 1,252,806	$ 1,640,536

CITY SANITARY EXPENSE DETAIL
THREE YEAR COMPARISON

422.00.537	Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
800 & 900 GARBAGE AND SOLID WASTE UTILITY			
Salaries and Wages	$ 192,417	$ 199,978	$ 206,973
Personnel Benefits	59,554	52,494	66,331
Supplies	62,528	61,600	94,500
Other Services and Charges			
Insurance, repairs, communication, bill processing)	31,894	16,800	25,800
Recycling Contractor	171,633	176,000	196,000
Disposal Fees	452,434	433,000	504,000
Intergovernmental Services and Taxes	65,693	60,000	72,000
Capital Outlays	206,330	-	-
Interfund Payments for Services	306,176	252,934	249,932
TOTAL GARBAGE AND SOLID WASTE UTILITY	1,548,659	1,252,806	1,415,536
597 000 ESTIMATED OTHER FINANCING USES:			
Transfers Out	-	-	225,000
TOTAL ESTIMATED OTHER FINANCING USES:	-	-	225,000
TOTAL GARBAGE AND SOLID WASTE UTILITY	$ 1,548,659	$ 1,252,806	$ 1,640,536
% Increase (Decrease) Prior Year		-19.10%	30.95%

CITY SANITARY PERSONNEL SCHEDULE	Actual Approp 2004	Estimated Required 2005
REFUSE COLLECTION		
Public Works Operations Manager (.11 FTE)	$ 8,892	$ 9,161
Chief Sanitation Worker	55,680	57,344
Sanitation Worker II (2)	100,050	98,932
Sanitation Worker I (.25 FTE - 2004, .75 FTE - 2005)	10,356	31,536
Overtime	25,000	10,000
Total Garbage and Solid Waste Utility	$ 199,978	$ 206,973
% Increase (Decrease) Prior Year		3.50%

WATER-SEWER REVENUE

MISSION STATEMENT

The water-sewer operation of the city provides for furnishing domestic water and sanitary sewage disposal services to industrial, commercial and residential areas within the city and some surrounding areas.

DEPARTMENT GOALS FOR 2005

1. Provide safe and reliable water service to our customers for domestic, commercial, industrial, and fire protection uses.
2. Reduce infiltration and inflow of ground and surface water into the sewer system through the systematic reconstruction and maintenance of aged and leaking pipes.
3. Improve the water system by replacing mainlines on NE Ione, NW 38th, NW 8th and NE 14th and Franklin.
4. Construct the Washougal River pipeline crossing.
5. Secure a site for the future West Prune Hill Reservoir.
6. Improve the sewer collection system by replacing mainlines on Astor/McIntosh, NE 2nd and on NW 6th Avenue.
7. Enhance water conservation with the installation of a weather station/irrigation system controller interface.
8. Continue with the quest for future water sources and water rights.
9. Improve the delivery capacity and reliability of the Prune Hill water service area, with the upgrade of lower Prune Hill pump station.
10. Complete the update the sewer facility plan.

ACTIVITIES AND SERVICES

The water budget provides for the source of supply operation and maintenance, pumping expenses, water treatment expenses, transmission and distribution, and accounting and administrative expenses of the water operation. This budget also accounts for the collection and treatment of sanitary sewage.

WATER-SEWER REVENUE DETAIL
THREE YEAR COMPARISON

424.00		Actual Revenue 2003	Adjusted Estimated 2004	Estimated Revenue 2005
291 740	**Beginning Appropriated Fund Balance**	$ -	$ 2,575,800	$ 350,126
343	**Charges for Goods and Services:**			
	Water-Sewer	4,932,406	4,756,960	5,563,765
343 900	Other Physical Environment	4,099	-	-
346 500	Inspection Fees - Step System	11,000	15,000	8,700
	Total Charges for Goods and Services	4,947,505	4,771,960	5,572,465
	Miscellaneous Revenues:			
361 110	Investment Interest	124,785	175,000	75,090
	Other Miscellaneous Revenue	62,606	44,950	49,557
	Total Miscellaneous Revenues	187,391	219,950	124,647
	Total Estimated Revenues	5,134,896	4,991,910	5,697,112
	Non Revenues:			
343 140	Federal Grant	57,797	-	-
343 450	Water Hook-up Fees	33,570	35,000	26,400
343 550	Sewer Hook-up Fees	-	1,000	500
374 000	Capital Contribution - Federal/State/Local	-	139,000	
379 000	Contributed Capital	1,278,297	-	-
397 000	Operating Transfers In	1,664,011	1,337,000	1,080,460
398 900	Long-term Debt Proceeds	-	-	1,500,000
	Total Estimated Non-Revenues	3,033,675	1,512,000	2,607,360
	Total Estimated Resources	$ 8,168,571	$ 9,079,710	$ 8,654,598

WATER-SEWER EXPENSE DETAIL
THREE YEAR COMPARISON

424.00		Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
534, 535, and 538	**WATER-SEWER**			
	Salaries and Wages	$ 764,765	$ 840,118	$ 867,103
	Personnel Benefits	192,754	238,834	249,613
	Supplies	422,885	468,000	536,000
	Other Services and Charges	1,140,876	1,211,950	1,462,850
	Intergovernmental Services and Taxes	195,490	166,000	182,000
585 and 592	Debt Service	1,466,517	1,471,620	1,487,561
594 340/350	Capital Outlays	2,232,393	4,071,500	3,310,000
534/535/538	Interfund Payments for Services	570,867	611,688	559,471
	Total Water-Sewer Fund	6,986,547	9,079,710	8,654,598
	Estimated Other Financing Uses:			
597 000	Operating Transfers Out:	-	-	-
	Total Estimated Other Financing Uses:	-	-	-
	TOTAL WATER-SEWER FUND	$ 6,986,547	$ 9,079,710	$ 8,654,598
	% Increase (Decrease) Prior Year		29.96%	-4.68%

OTHER SERVICES AND CHARGES DETAIL:

Professional Services (Watershed mgmt, water quality testing, answering service, water right applications and exploration, landscaping, alarm monitoring, janitoral service, water leak survey/water audit, mapping, alarm monitoring, STEG pump station analysis, lab analysis, biosolids land application program, industrial pretreatment monitoring/testing/analysis, electrical panel analysis, heat sensor report, commercial/industrial/ residential water audit programs, Springbrook upgrade	$ 411,500	$ 513,800
Communication (telephone, pagers, cell phones)	18,250	19,750
Travel	1,000	1,000
Advertising	500	500
Operating rentals and leases (well site, equipment)	12,000	12,000
Insurance (property and liability)	230,000	221,000
Public Utility (electric, gas)	289,500	384,500
Repairs and maintenance (pumps, reservoirs, equipment)	184,000	240,600
Registrations for classes, water/sewer permits	65,200	69,700
Total other services and charges	$ 1,211,950	$ 1,462,850

WATER-SEWER PERSONNEL SCHEDULE

	Actual Approp 2004	Estimated Required 2005
Public Works Operations Manager (.34 FTE - 2004, .45 FTE - 2005)	$ 29,161	$ 37,471
Operations Supervisor - Water/Sewer	66,264	62,947
Water Supply Operator	57,344	58,635
Senior Utility Maintenance Worker (3)	154,422	160,344
Chief Waste Water Treatment Plant Operator	62,662	64,541
Waste Water Treatment Operator (4)	215,033	220,776
Utility Maintenance Worker II (3 FTE - 2004, 2 FTE - 2005)	140,737	96,721
Utility Maintenance Worker I (1 FTE - 2004, 2 FTE - 2005)	38,480	80,459
Seasonal Maint. Worker (4 at .5 FTE - 2004, 5 at .4167 FTE - 2005)	32,015	41,209
Overtime	44,000	44,000
Total Water-Sewer Utility	$ 840,118	$ 867,103
% Increase (Decrease) Prior Year		3.21%

WATER-SEWER CAPITAL OUTLAY DETAIL:

Land:	
* West Prune Hill reservoir site	$ 100,000
* Water rights property acquisition	300,000
Other Improvements:	
* Landscaping	10,000
* Screen chamber fabric replacement (ESA)	10,000
Machinery and Equipment:	
* Hydrant storz adapters	5,000
* Shoring equipment	5,000
* Plotter/scanner	23,000
Construction Projects:	
* Irrigation weather station design	210,000
* Washougal River Crossing - Wellfield Transmission	1,200,000
* Large meter replacements	10,000
* Filter plant and chlor plant telemetry upgrades	50,000
* Upper Prune Hill water delivery improvements	225,000
* Water main replacement: NE Ione - Ione Loop and 19th Ave	42,000
* Water main replacement: SE 20th Ave., SE 261st to SR-500	40,000
* Water main replacement: Elm Way	30,000
* Water main replacement: NE 14th and Franklin	90,000
* Water main replacement: NW 8th Ave., D-4, CFP, Elm to Fargo	65,000
* Water model update/calibration - system flow calculation	25,000
* Well #4 options study	20,000
* Sewer line replacement: Astor/McIntosh	110,000
* Sewer main line, Joy St. to Main pump station design	80,000
* Replace manhole - NE 2nd and Joy	7,500
* Pump station landscape improvements	7,500
* Sewer line replacement: NW 2nd Avenue	130,000
* Sewer main line, NW 6th, Logan to Drake	350,000
* One Stop Pump Station electrical panel roof	15,000
* Sewer Facility Plan Update	150,000
Total	$ 3,310,000

WATER-SEWER REVENUE BOND REDEMPTION DETAIL

1996 Refunding Revenue Bonds

	Principal	Interest	Total	Last Year of Payment
2005	$ 55,000	$ 9,818	$ 64,818	
2006	55,000	7,246	62,246	
2007	60,000	4,470	64,470	2008

1998 Revenue and Refunding Bonds

	Principal	Interest	Total	Last Year of Payment
2005	$ 255,000	$ 169,553	$ 424,553	
2006	265,000	159,205	424,205	
2007	280,000	148,359	428,359	2016

Community Economic Revitalization Board Loan

	Principal	Interest	Total	Last Year of Payment
2005	$ 29,703	$ 29,058	$ 58,761	
2006	31,441	27,320	58,761	
2007	33,280	25,481	58,761	2016

Department of Ecology Loan

	Principal	Interest	Total	Last Year of Payment
2005	$ 52,684	$ 36,030	$ 88,714	
2006	54,973	33,741	88,714	
2007	57,363	31,351	88,714	2018

Department of Ecology Loan

	Principal	Interest	Total	Last Year of Payment
2005	$ 346,328	$ 309,930	$ 656,258	
2006	360,673	295,585	656,258	
2007	375,612	280,646	656,258	2021

Public Works Trust Fund Loan

	Principal	Interest	Total	Last Year of Payment
2005	$ 169,092	$ 25,364	$ 194,456	
2006	169,092	23,673	192,765	
2007	169,092	21,982	191,074	2020

WATER-SEWER CAPITAL RESERVE

COMMENTS ON BUDGET APPROPRIATIONS

$1,074,460 will be transferred to the Water-Sewer Fund to finance a number of capital projects.

REVENUE DETAIL
THREE YEAR COMPARISON

432.00			Actual Revenue 2003	Adjusted Estimated 2004	Estimated Revenue 2005
291	740	**Beginning Appropriated Fund Balance**	$ -	$ 500,000	$ 200,000
		Miscellaneous Revenues:			
361	400	Interest Earning on Interfund Loan Receivable	-	-	22,160
		Total Miscellaneous Revenues	-	-	22,160
		Other Increases in Fund Equity:			
379	110	Water Development Fees	368,047	331,000	380,600
379	120	Sewer Development Fees	537,388	506,000	471,700
397	000	Operating Transfers In	38,952	-	-
		Total Increases in Fund Equity	944,387	837,000	852,300
		Total Estimated Resources	$ 944,387	$ 1,337,000	$ 1,074,460

EXPENSE DETAIL
THREE YEAR COMPARISON

FUND NUMBER 432.00.597		Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
100	**Other Financing Uses:**			
	Operating Transfers Out	$ 1,664,011	$ 1,337,000	$ 1,074,460
	Total Water-Sewer Capital Reserve	$ 1,664,011	$ 1,337,000	$ 1,074,460

EQUIPMENT RENTAL

MISSION STATEMENT

The Equipment Rental Department furnishes mobile equipment to the city's other operating departments and maintains equipment not owned by the Equipment Rental department.

DEPARTMENT GOALS FOR 2005

1. Manage the City's fleet in a manner which minimizes rates while preserving the quality of the equipment and vehicles.

2. Maintain proper accounting and usage records of equipment.

3. Replace one police patrol vehicle, one flat bed equipment trailer, one fleet automobile, one pickup truck, replace mower side arm, and refurbish sewer/cleaner/vacuum truck.

4. Improve the shop office area by moving the parts storage area.

ACTIVITIES AND SERVICES

The department maintains and replaces all mobile equipment for the city other than fire apparatus and emergency rescue ambulance equipment. The rental fund owns, operates, and maintains city repair and storage shops. Expenditures of the fund are reimbursed by renting the equipment owned by the department to the street, water/sewer, parks, sanitary and other departments of the city. The fund also accounts for the operation, maintenance and rental of the pressure sewer cleaner equipment and street sweepers owned jointly by the cities of Camas and Washougal.

EQUIPMENT RENTAL FUND

REVENUE DETAIL
THREE YEAR COMPARISON

523.00		Actual Revenue 2003	Adjusted Estimated 2004	Estimated Revenue 2005
291 740	**Beginning Appropriated Fund Balance**	$ -	$ 306,066	$ 10,769
	Miscellaneous Revenues:			
361 110	Investment Interest	6,277	6,000	4,600
362 100	Equipment and Vehicle Rent (Outside)	17,139	12,000	18,000
363 000	Insurance Premiums/Recoveries	273	-	-
365 100	Interfund Equipment/Vehicle Rentals	674,873	670,404	717,832
365 400	Interfund Space and Facilities Rentals	161,259	161,259	160,000
	Other Miscellaneous Revenues	1,025	-	-
	Total Miscellaneous Revenues	860,846	849,663	900,432
	Total Estimated Revenues	860,846	1,155,729	911,201
	Other Financing Sources:			
379 000	Contributed Capital	264,245	-	-
395 100	Proceeds From Sales of Assets	12,316	-	-
395 200	Insurance Recoveries	24,477	-	-
395 400	Gain/Loss Sale of Assets	(31,898)	-	-
397 000	Operating Transfers In	-	-	250,000
	Total Other Financing Sources	269,140	-	250,000
	Total Estimated Resources	$ 1,129,986	$ 1,155,729	$ 1,161,201

EXPENSE DETAIL
THREE YEAR COMPARISON

523.00		Actual Expended 2003	Actual Approp 2004	Estimated Required 2005
	Equipment Rental			
548	Salaries and Wages	$ 206,765	$ 229,197	$ 229,755
548	Personnel Benefits	60,064	68,004	69,131
548	Supplies	238,108	200,000	221,300
548	Other Services and Charges	159,846	130,500	156,550
594 480	Capital Outlays	183,797	516,775	472,500
548	Interfund Payments for Services	16,899	11,253	11,965
	Total Equipment Rental	$ 865,479	$ 1,155,729	$ 1,161,201

EQUIPMENT RENTAL PERSONNEL SCHEDULE	Actual Approp 2004	Estimated Required 2005
MUNICIPAL VEHICLE SERVICES		
Public Works Operations Manager (.11 FTE)	$ 8,892	$ 9,161
Chief Mechanic	60,840	62,662
Mechanics (2)	111,352	114,689
Admin. Support Assistant II	37,789	33,744
Overtime	1,000	1,000
Seasonal worker (1 for 6 mths - 2004, 1 for 5 mths - 2005)	9,324	8,499
Total Municipal Vehicle Services	$ 229,197	$ 229,755
% Increase (Decrease) Prior Year		0.24%

CAPITAL OUTLAY DETAIL:

Buildings and Structures	
* Office improvements	$ 30,000
* Yard upgrades, fencing, gate, corrections relocation	15,000
* Water quality treatment manhole	16,000
Machinery and Equipment:	
* Replace police vehicle #302	28,500
* Replace equipment flatbed trailer #43	20,000
* Replace car #239	25,000
* Rehab sewer cleaner/vac truck #146	30,000
* Replace side mower arm on #207	30,000
* Replace pickup truck #214	28,000
* New sanitation truck	225,000
* Epoke sanding unit	25,000
Total Capital Outlays	$ 472,500

OTHER SERVICES AND CHARGES DETAIL:

Professional Services (janitorial, towing vehicles)	$ 8,500
Communication (telephone, pagers, cell phone)	6,900
Public Utility	27,900
Insurance	14,000
Repair/Mtc. of vehicles, HVAC, lights, water quality treatment vault	94,000
Registrations for classes, uniform services	5,250
Total other services and charges	$ 156,550