

ORDINANCE NO. 2634

AN ORDINANCE adopting the budget for the City of Camas, Washington, for the fiscal year beginning January 1, 2012

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 beginning January 1, 2012, and a notice was published that the Council of said City would meet on the 5th day of December, 2011 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 beginning January 1, 2012, as set forth in said budget and which is hereby adopted, are fixed in the following amounts, to wit,

<u>FUND</u>	<u>DEPARTMENT</u>	<u>AMOUNT</u>	
General	Legislative	\$ 86,100	
	Judicial	265,000	
	Executive	226,144	
	Financial & Record Services	690,138	
	Legal	103,600	
	Human Resources	166,211	
	Central Services	144,576	
	Other General Government Services	165,179	
	Law Enforcement	4,125,263	
	Fire Department	2,943,086	
	Detention and/or Correction	492,553	
	Protective Inspections	403,377	
	Emergency Services	17,000	
	Information Systems	471,915	
	Engineering & Administration	1,308,671	
	Animal Control	94,000	
	Information and Outreach	6,400	
	Planning and Community Development	456,289	
	Senior Programs	3,000	
	Library	1,291,428	
	Parks and Recreation	1,386,855	
	Interfund Transfer to Street Dept.	1,061,039	
	Interfund Transfer to EMS Fund	84,939	
	Interfund Transfer to Cemetery Fund	<u>113,194</u>	
TOTAL GENERAL FUND			\$ 16,105,957

<u>FUND</u>	<u>AMOUNT</u>
City Street Fund	\$ 1,976,739
NW 38 th Ave Construction Fund	4,400,000
Emergency Rescue Fund	2,841,447
Cemetery Fund	188,344
Hotel-Motel Lodging Tax Fund	5,000
Unlimited Tax General Obligation Bond Redemption Fund	624,011
Limited Tax General Obligation Bond Redemption	563,520
Growth Management Act Capital Project Fund	1,613,520
Storm Water Drainage Utility Fund	985,214
City Sanitary Fund	1,948,910
Water-Sewer Fund	8,585,886
Waste Water Treatment Plant Construction Fund	0
Water-Sewer Capital Reserve Fund	0
Equipment Rental Fund	1,378,476
Firemen's Pension Fund	<u>25,000</u>
TOTAL ALL FUNDS	<u>\$ 41,242,024</u>

SECTION II

That certain document entitled "Budget 2012" for the year beginning January 1, 2012, two (2) copies of which are on file in the office of the City Clerk, and the same is hereby adopted as the budget for the City of Camas for the fiscal year beginning January 1, 2012.

SECTION III

The City Clerk is directed to transmit a copy of the budget hereby adopted to the State Auditor's Office and to Municipal Research and Services Center.

SECTION IV

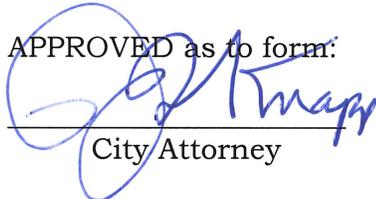
This ordinance shall be in force and take effect five (5) days after its publication according to law.

PASSED by the Council and APPROVED by the Mayor this 5th day of December 2011.

SIGNED: _____

ATTEST: _____

APPROVED as to form:



 City Attorney

**CITY OF CAMAS, WASHINGTON
TABLE OF CONTENTS**

2012 Budget Message	i
Budget Calendar	1
City Organization Chart	2
Employees (Full Time Equivalents)	3
2012 Budget Summary	4
Combined Summary of Revenues, Appropriations and Other Financing Sources and Uses by Fund	5
Summary of Estimated Appropriations by Fund	7
Schedule of Operating Transfers/General Fund Fund Balance	8
General Fund Three Year Projections	9
Street Fund Three Year Projections	13
General Fund	
Summary/Revenue Detail	14
Sales Tax and Property Tax Revenue/Fund Balance	17
Administration	
Organization Chart	18
Legislative	19
Executive	21
Legal	23
Human Resources Organization Chart	24
Human Resources	25
Information Systems	28
Parks and Recreation Organization Chart	31
Parks and Recreation	32
Information and Outreach	36
Senior Programs	37
Growth Management	38
Financial and Records Services	
Organization Chart	43
Financial and Record Services	44
Other General Governmental Services	47
Unlimited Tax General Obligation Bonds	48

TABLE OF CONTENTS

Limited Tax General Obligation Bonds	50
Firemen's Pension	53
Police	
Organization Chart	54
Judicial	55
Law Enforcement	57
Detention and Correction	63
Animal Control	64
Fire	
Organization Chart	65
Fire Control	66
Emergency Services	71
Emergency Rescue	72
Department Personnel Schedule	77
2011 and 2012 FTE	78
Library	
Organization Chart	79
Library	80
Community Development	
Organization Chart	84
Administration	85
Engineering	87
Planning	89
Protective Inspections	91
Hotel Motel Lodging Tax	94
Public Works	
Organization Chart	95
Central Services	96
City Street	97
NW 38 th Avenue Construction Fund	101
Cemetery	102
Storm Water Drainage Utility	104
City Sanitary	107
Water Sewer	109
WWTP – PWTF Construction Fund	115
Water-Sewer Capital Reserve	116
Equipment Rental	117

2012 BUDGET MESSAGE

From
Mayor Scott Higgins
To
Council and Citizens

This presents a fourth consecutive recession budget, as we see local signs of “the turn”. This message is to accompany the full 2012 budget document. The message provides highlights. The 2012 budget for the City of Camas retains adequate service for the citizens of Camas in another year of budget stress and caution. Service levels are stable and City staffing levels will slightly decline. However, citizens will continue to benefit from a balanced array of municipal services at adequate levels. We see signs of local economic growth; and continue to invest in the City’s infrastructure and economic future. At least locally, we are seeing further evidence of economic strengthening, which appears to have begun in some sectors in 2010. We may see some limited effects of this rebound in the City finances as 2012 proceeds. Since City revenues typically “trail” the economy generally, the budget again cautiously does not yet project major recovery. The actual evidence of strengthening will be more visible when the facts of increased sales, property and development revenues for late ’11 and early ’12 are in hand. We will need to observe local conditions carefully, monitor our budgets, actively promote economic growth, competently embrace opportunities and be flexible as we respond in 2012 and beyond.

The proposed “fourth recession budget” meets several continuing goals, including:

- 1) Provide an adequate, austere, balanced array of services.
- 2) Use existing revenue streams; with no new taxes.
- 3) Preserve a base level of General Fund reserves (about 17%), consistent with adopted financial policies and acceptable to the City Council.
- 4) Invest in the City’s future, consistent with adopted plans, with especially using grant and other favorable “outside” funding sources.

In the proposed budget an austere approach to ongoing expenses is taken. The operating budgets are “flat”. This especially applies to staffing levels. Staffing levels are essentially unchanged. The minor reductions are through attrition, continuing re-organization, and consolidation of duties. In contrast with staffing and operational levels, the City’s capital investment program continues its robust course. A variety of capital projects are favorably financed, and include completion of the Wastewater Treatment Plant Phase II project, construction of the 38th Avenue Extension project, design of a water reservoir, and other street, lighting, water and sewer projects. The major street program—the arterial/collector street rehabilitation effort is again funded with Real Estate Excise Tax (REET) revenues. The very large state highway SR-14 Safety project will continue into 2012, financed with state funds.

The budget is constructed within a framework which balances needs with community expectations and revenues. The General Fund depends largely on property tax revenues, which have declined very sharply in the past three years. This was “driven” by virtually unprecedented and serious declines in assessed value (AV). The declines were \$91 million (or 2.8%) for the 2009 year, \$401 million (12.7%) for 2010, and \$193 million (7%) for 2011. For 2012, we see a turn, wherein new construction value of approximately \$50 million, has almost fully offset a modest decline in the value of all other taxable property in Camas. This

is positive for many reasons. The new construction, including major additions from businesses, is strong. The AV decline in the existing property has moderated. It is important to note that the annual official assessed value calculation by the Assessor's Office is a "snapshot" in time. The AV "snapshot" is as of January 1 of each year. In the fall of 2012, the tax base AV information for the next budget year of 2013 will become available. Will the evidence and analysis show that in the winter and spring of 2010-11 the local market "turned" and assessed value began to recover?

Future assessed value is conjecture. Two major, positive facts have benefited the proposed 2012 budget. First, the Police Station bonded debt is fully repaid. The building was constructed with "councilmanic" bonded debt, of about \$300,000 per year, for a 15-year period. These funds now are released to support the array of General Fund purposes. Second, the "REET Flexibility Legislation" (HB 1953) passed in the 2011 Legislative Session and became law. Camas sought this legislative change, acknowledge Representative Rivers for her active support of this change, and the 2012 budget proposes to use \$250,000 in REET (Real Estate Excise Tax) funding to support the operation and maintenance of City facilities. The REET transfer helps us maintain our parks, and protect those investments, as the legislation intended.

Looking to the future—2012 and beyond—there are grounds for both optimism and/or for caution. The local economy gives evidence of economic strengthening. As 2011 closes, one notes that building is diverse in the community. This is across a spectrum of development, including residential, commercial, industrial and public construction. Initial activities of the new Camas-Washougal Economic Development Association bring reports of wide contacts, business recruitment and development, and future possibilities. This three party collaboration between Camas, Washougal and the Port has great potential, and will require sustained partnership for the regional economic benefit. There is also some renewed funding for the Downtown Camas Association (DCA), supporting DCA's role in economic vitality and downtown health. In the residential arena, we now expect that upwards of 100 plus permits will be issued in 2012. This contrasts with 74 and 70 in "low" prior years. The commercial, office, industrial sector has significant 2012 potentials. The Fisher Development five story office building was occupied in the past weeks. Upwards of 350 employees are expected to be accommodated in that first phase building. Two smaller structures are permitted and under construction on the Fisher Campus. More development of this complex may happen in the new year. An office building in the Camas Meadows area is nearing completion, and will house about 20 plus professional accounting personnel. Sharp has been issued permits for improvements at its site; and Sharp has publically announced the related addition of new employees to its Camas site. Other existing firms appear to be considering investments in Camas, and we are encouraged by this.

Public construction in 2012 will include major SR-14 improvements, construction of the Woodburn Hill Elementary School, and completion of the Wastewater Treatment Plant project. Employment has rebounded at a wide variety of established firms. PeaceHealth will take the initial steps increasing its nearby employment. As Fisher, Logitech and others expand their well paid local workforces, the "ripple effects" of employment on housing activity, values, sales taxes, and other economic impacts are quite likely and very positive.

The trend for City sales tax revenues is consistent and upward. It appears that sales tax trends "turned" in the winter/spring of 2010, we now have fully 12 consecutive months of sales tax increases (based on "same month, prior year comparisons).

All of these are reasons for "guarded local optimism".

Paradoxically, the wider scene is unclear, uncertain and indicates caution. It is remarked that government is a “trailing indicator” of the economy, and there are numerous reminders of this. As an example, the housing shock of sharply falling values began in 2008, and has “rippled through” to local governments in the form of unprecedented declines in assessed values and related property tax revenues. The Washington State Budget received another negative revenue forecast in September, and a special session is slated for a late November response. Predicting any direct or indirect effects of this on local City budgets is a foolish errand. We do know of several favorable capital project steps taken by state, regional and federal agencies which affect Camas projects. Here are four important illustrations of this phenomenon:

--Camas’s 38th Street project has been recommended by the Southwest Washington Regional Transportation Council (RTC) for \$1,400,000 in Surface Transportation Program (STP) grant funding.

--The Crown Road Reservoir project has been approved by the Washington State Public Works Board for \$2,040,000 in favored loan (one-half percent interest, 20-year term) funding. This project is in a statewide “package” of public works projects to be recommended to the Governor and 2012 Legislature. We anticipate design of the reservoir in 2012, and construction in 2013.

--The Sewer Main Replacement project has also been approved by the Public Works Board and recommended to the next legislative session. This project is recommended for \$3,740,000 in favored loan (one-half percent interest, 20-year term) funding. This project will need extensive permitting and design work, leading to construction in 2014.

--The Watershed Line and Filter Plant project was the subject of careful consultant alternatives review, recommendation and Council discussion. Further preliminary planning steps for this are funded in the utility budget proposal, and initiatives to secure a fitting, favorable funding match for this major long-term project have begun.

These capital investments and other smaller ones are in the budget, and represent investment in our future. How their “outside funding” prospects will be influenced by events in the region, state, and nation are unpredictable. Our strategic approach is to insure that we have solid, needed, properly planned local projects, a good reputation with the funding sources, and a practice which is nimble, reliable, and competent. Camas looks to the future with vision, and invests capital for the next decades of prosperity. We are a confident organization in a nervous environment.

Staffing. Another highlight is the staffing elements of the budget. As noted, staffing is stable. “No layoffs/no adds” is the shorthand. The staffing pattern is flat - a projected 175 (FTEs). The staffing ratio (FTEs per thousand inhabitants) declines under this budget to a bit under nine (FTEs) per thousand (175 FTEs divided by 19,620 official 2011 population) for all funds. With stable staffing and population growth, the ratio of General Fund (FTEs) to population declines to 5.9 per thousand (2011) to about 5.7 per thousand. Camas General Fund staffing levels are like the levels of 2003-2005, which were reached in the wake of the last major recession. Meanwhile, the community has grown from about 15,000 people to over 19,620 in population. Since staff costs are a huge driver of overall costs—especially in the General Fund, the “difficult times, difficult budget” restrains staffing.

The Budget includes salary and benefit costs for all proposed employees. The City and three of its contract groups have signed agreements for 2012. The agreements call for 1% increases in salaries; and have included medical insurance premium sharing provisions which increase the employee’s share of these costs. Contract talks with the Police Association and the IAFF (Fire/EMS) groups have begun for the 2012 year and potentially beyond. These talks

have not come to conclusion at this writing. The medical insurance premium increases are continuing, although they have moderated somewhat from the 2011 rates of increase. For the Regence plan, the increase is 11%, offset partially by a 2% Wellness Program credit. For the Kaiser plan, the 2012 increase is about 6.5%. Also, Public Employee Retirement Plan employer contributions for PERS employees are scheduled to increase again in 2012. These increases are legislated, and the increases have been structured into the proposed budget. Overall, personnel costs constitute the bulk of the General Fund's costs. Salaries and fringe benefits for the entire General Fund constitute fully 72% of the expenditures. In the Fire and Police Departments, the trend is especially striking. In the Fire Department, personnel costs are 88% of the budget. In the Police Department, personnel costs constitute 83% of the budget.

Reserves. Estimating reserves is a complex and uncertain task. Caution guides our foresight. Staff estimates in a broad range or band for the General Fund (GF) December 31, 2011, ending fund balance. The consensus Administration/Finance estimate is between \$3.3 and \$3.8 million. The financial goals and Council goal of preserving 17% of GF in reserve are met across this forecasted band. Using the mid-point of the range, and the proposed 2012 General Fund's proposed revenues and expenditures, the ending 2012 GF balance would be upwards of \$3.1 million. Despite the vagaries of estimating, the important point is that adequate reserves are set aside and protected in this budget. The Council's 17% goal is "structured into" the budget.

The proposed budget estimates that \$336,778 in GF reserves will be programmed to balance the 2012 GF. This is from a conservatively estimated balance of \$3.4 million. The total amount of reserves (\$3M+) is substantial. The fact that the past three years have seen stabilization of the reserve "drawdown" is reassuring. Expenditures and revenues will continue to be closely monitored, with a recommended major spring budget review.

Capital. Many scheduled elements of the Capital Facilities Plan (CFP) are in the budget. The City is able to continue a Street Rehabilitation project, funded with \$300,000 in REET revenues. Several other capital projects are funded with "outside" grants, and favored loans. The largest of these is the Wastewater Treatment Plant Upgrade, Phase II, which includes an additional clarifier. Here is a list of top capital projects for 2012, with budgeted amounts for that year:

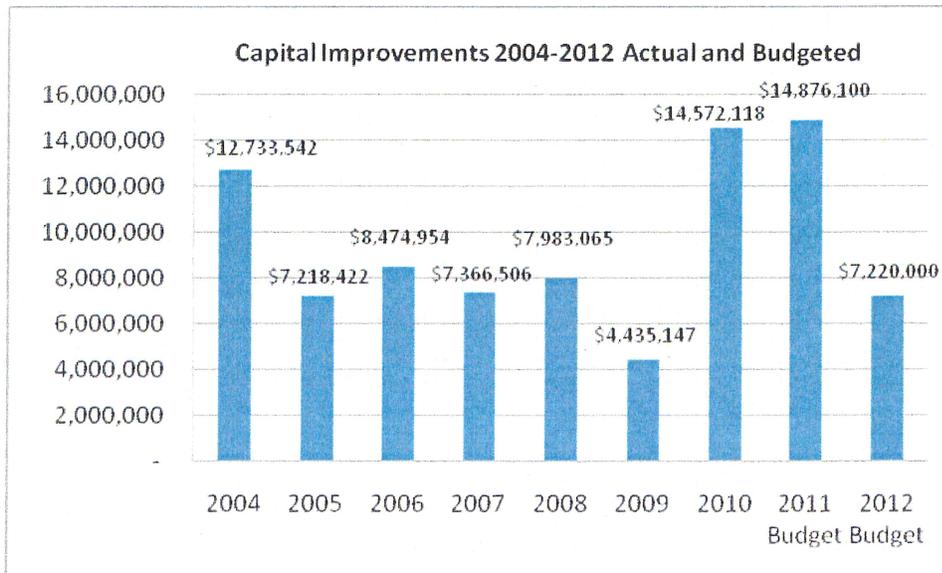
2012 Top Ten Capital Projects

NW 38 th Ave Street construction	\$4,400,000
Joy to wastewater treatment plant bypass design	400,000
Roadway Preservation	300,000
Reservoir Design – Gregg Zone	300,000
Major upgrades to pump stations system wide	250,000
Crown Park ADA Sidewalks	160,000
Open space acquisition	150,000
Goodwin Road trailhead parking	80,000
NW 38 th Ave waterline extension	80,000
Heritage Park conversion	75,000

As a budgeting practice, generally items which are dependent of grant funding for which grants are not yet assured are excluded from the budget. As grant or other outside funding is secured and/or necessary agreements with cooperating agencies are prepared, project budget appropriations will come forward for Council action.

Capital Investment:

The following chart depicts historic levels of capital investment.



more than Almost \$7 million in capital investments are reflected in the 2012 budget. This represents a strong and important level of capital investment in community infrastructure. Solid infrastructure investment has proven a fundamental of a strong local economy and a very livable community.

Other Highlights:

Economic Development Partnership. The 2012 budget—in the Community Development Department – includes \$50,000 towards an East County Economic Development Partnership. This is the second year of funding for this initiative. The partners include the Port of Camas-Washougal, and the City of Washougal. This timely cooperation to focus and promote our area's economy is underway, and has been the subject of updates and reports. The cooperating partners have also budgeted funding toward this effort, in the amounts of \$100,000 for the Port and \$50,000 for Washougal. Council has received periodic updates on this prospective economic initiative, and an interlocal agreement between the partners has been adopted and implemented. The partnership aims to promote and grow our East Clark County economy, with gains in employment, investment, tax base, and community vitality.

Emergency Medical Service/Fire Department. The EMS budget faces the most difficult and complex set of challenges. Assessed value declines in prior years have placed big stresses on this quality service's financing. For 2012, an estimated \$150,000 in system reserves will be needed to balance. By Finance Department estimates, this will exhaust the systems reserves in 2012. The proposed budget's administrative charge for 2012 is \$133,424. Based on current estimates of system revenues—including assessed value taxes of the partner jurisdictions and fee revenues—a portion of the administrative charge is proposed for deferral. Such deferrals have been done twice in the past two decades. The specifics of the deferral include an interfund loan, memorialized in a resolution adopted by the City Council. The estimated loan amount is \$85,000. As definitive information about property tax (AV) revenues becomes available the loan amount may be adjusted to reflect this. As 2012 proceeds, the

EMS system will see the further results of the “trial consolidation” initiative implemented in the fall of 2011. Further efficiencies are expected with the cooperation of the partners and full team. Further options for partnerships are under study as we enter 2012. After analysis and discussion, more action will be needed. The Camas EMS levy will expire at the end of 2012, and this will “push” study and action. There is recognition that the system’s financing needs attention of the partners.

Recognizing the impact of sharp assessed value revenue declines, and the value of the EMS system, the City of Washougal took very significant steps. Concurrent with the beginning of the “trial consolidation”, Washougal a) hired an additional fire department staff member to help with coverage; b) supplemented the EMS revenues with a \$95,000 cash payment; and c) purchased a new ambulance. These very important actions and the collaboration with the Washougal City leadership in these matters is gratefully acknowledged. The helpful cooperation of the system employees and their union representatives is also appreciated. The focused “problem-solving” work of Chiefs Brachmann, Swinhart and Schumacher contributed to the daunting task of “*righting this ship*”. More work, problem-solving and cooperation lie ahead in 2012, which must be a year of further action.

More broadly, the option of “functionally consolidating” fire services for the two communities is under continuing study. The potential options could lead to forming a Regional Fire Authority for Camas and Washougal. This examination of options is being done by a broadly based committee, including the Mayors, Fire Chiefs and two Council members from each City. Their work has been assisted by Mr. Paul Lewis. These discussions and deliberations will continue into 2012. Further cooperation and partnership between the two Fire Departments could take many forms, building on the current interlocal agreements, mutual aid, and working relationships. Also, an even wider (potentially county-wide) fire consolidation series of options has been analyzed. With the study costs borne by others, the Emergency Services Consulting International firm has examined more expansive options. A draft of ESCI’s study has been released (early October) and is being reviewed by the “stakeholders”. Additional reports and “check-ins” with the two City Councils are expected on all these matters in the new year. Formation of a Regional Fire Authority would ultimately be a question for the voters to decide, if the committee finds it a feasible recommended model. The most pressing matter is the review of the EMS system, and the challenge of finding the best, sustainable “path forward” to assure that our citizens have good Emergency Medical Service.

Austerity measures. To construct the four “recession budgets” of 2008-2012, a long and continuing series of austerity measures, curtailments and cuts were implemented. There has been great reliance on the departments and the department directors in the internal prioritization of expenditures to be included (and excluded) from the budgets. There are many, many examples of the reductions and deferrals which were made to construct these budgets. The sharpest reductions were implemented in 2011, and those have helped to focus our services and expenses and form the base of the proposed 2012 budget. Fortunately, we appear to have reached a steady point. Perhaps we have unknowingly witnessed “the turn”. In the coming months, we may see more clearly what we now only sense. We will remain watchful, nimble, and engaged. A special spring budget session is recommended for an updated review.

REVIEW of the Proposed 2012 General Fund Budget:

The recommended appropriation for the General Fund in 2012 is approximately \$16.1 million.

General Fund

	ADOPTED 2011	PROPOSED 2012	INCREASE (DECREASE)
Operating Programs	\$15,695,084	\$15,985,957	\$ 290,873
Capital	\$ 95,000	\$ 120,000	\$ 25,000
Total	\$15,790,084	\$16,105,957	\$ 315,873

OVERVIEW of the Proposed 2012 Budget for All Funds:

The proposed 2012 budget for all funds is \$41 million; \$8 million less than budgeted for 2011. The "all funds" appropriations are reflective of capital project appropriations, including water/sewer capital projects (estimated at \$7 million) as well as the utility functions (i.e. refuse collection, water, sewer, etc.) and the General Fund.

CITY WORK FORCE:

Forty-two percent (42%) of the entire "all funds" 2012 budget is allocated to personnel salaries and benefits. City employment in 2011 was 175.42 FTEs, and is estimated at 174.84 in 2012. This is a stable staff to serve a growing population. The staffing levels benefit from the co-operative agreements for service with the City of Washougal. Approximately \$38,380 is allocated for uniform and clothing allowances. The budget, as prepared, reflects the known costs of personnel under existing collective bargaining agreements. Staffing flexibility within related classifications, as detailed in prior budget messages, continues.

Training. Training is important. Limited training, especially related to keeping required certifications and current professional skills and knowledge is included in this budget. The training provisions are not robust or substantial, however are included in modest amounts. Professional updates increase competency and efficiency, help our ability to attract large "outside funding", and bolster the professionalism of Camas' team.

Retirements and Recruitments. Our City workforce is aging. With few new hires in the past several years, and low turn-over rates (about 4% per year over the past decade), the average age of the staff is increasing. Although no senior staff has declared retirement plans for 2012, these possibilities exist. This is especially true for long term staff who is fully vested in Washington Public Retirement programs. Up to an estimated 10% of our workforce *may be eligible* for retirement or early retirement. In the absence of declared retirement plans, budget provisions are made for such retirements, related costs such as sick leave cash-outs, and/or related recruitment(s). Provision for the retirement "cash-out" of the estimated vacation and partial sick leave balances for one declared 2012 retirement are prudently carried in the Police budget. The HR budget includes NO funding for assisted recruitments. Reduced levels of other personnel activities (recruitments, transfers, summer hires, etc.) are foreseen and budgeted.

SUPPLIES, SERVICES AND CHARGES:

Sixteen and nine-tenths percent (16.7%) of the "all funds" 2012 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	\$1,289,736
Intergovernmental Services	\$1,117,900*
Public Utilities	\$1,505,830**
Supplies (includes chemicals)	\$1,285,775
Vehicle Maintenance/Fuel	\$ 376,416
Repairs and Maintenance	\$ 606,460
Insurance	\$ 435,700
Small Tools	\$ 284,823

* Includes jail, corrections, and court expenses.

**Includes solid waste tipping fees.

DEBT OBLIGATIONS:

Nine percent (9%) of the “all funds” budget goes toward debt repayment for the current year. General obligation debt repayment totals \$1,187,531 for 2012 and revenue obligation debt for 2012 totals \$2,544,227.

SUMMARY:

Times remain difficult. This is a fourth “recession budget”. The City of Camas 2012 Budget is stable, marked with steady services and capital investment. The long winter of 2011 may – in hindsight – be seen as a local economic and budget turning point. As we construct the foundations of future prosperity and preserve our community’s livability, we have many advantages. The community has unity, leadership, and vision. Our base of citizens and businesses is strong. Camas benefits from many collaborative partnerships. We have an abiding confidence in our people, our values and our future.

Sincerely,

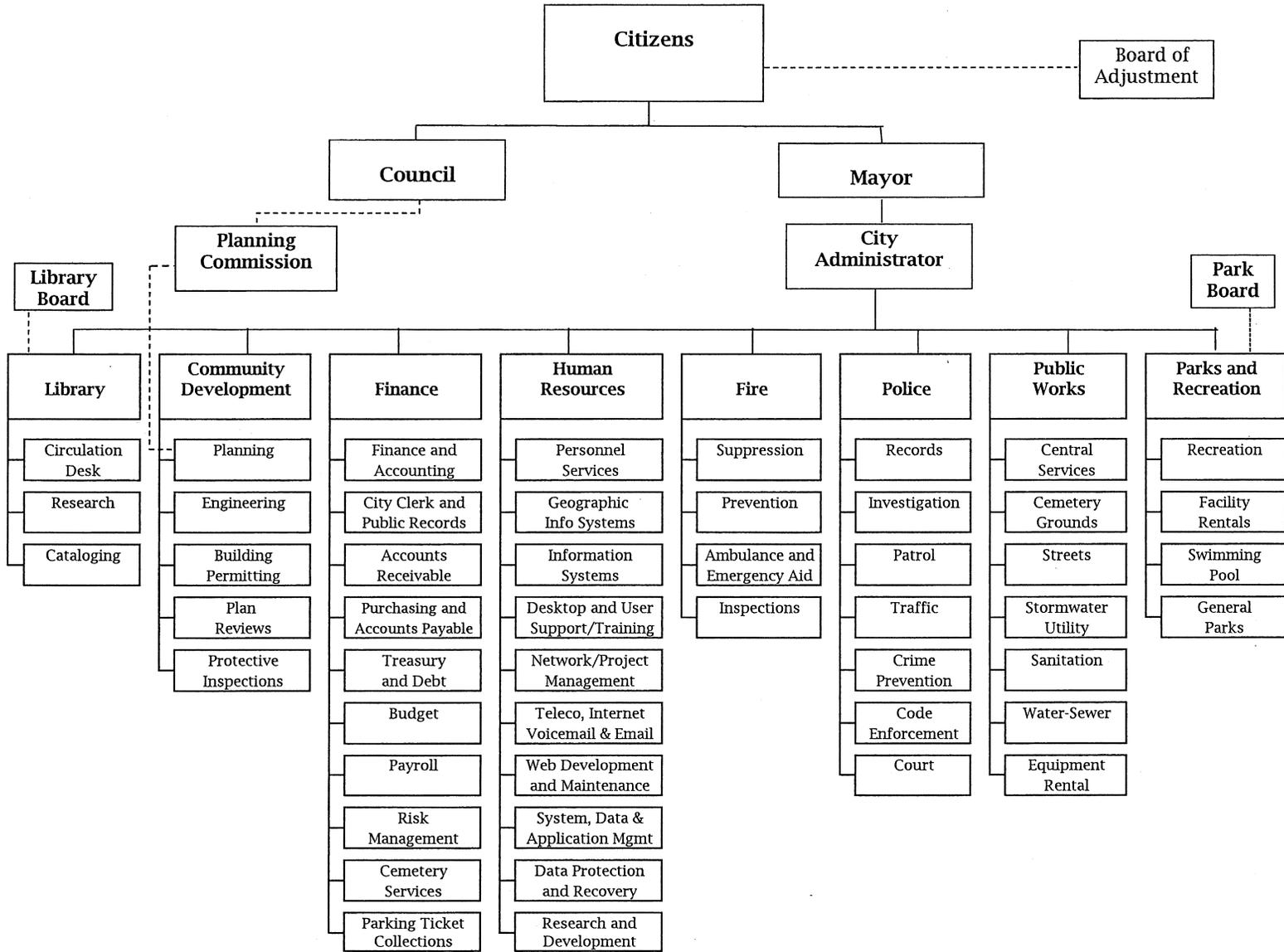
Scott Higgins
Mayor

City of Camas, Washington

Calendar for the 2012 Budget

Date	Steps in Budget Procedure
July 15, 2011	Finance Director distributes instructions and forms to departments for 2012 budget preparation.
September 2 , 2011	Departments file 2 copies of their budget, one to City Administrator and one to Finance Director.
Sept 7, 2011	Finance Department projects revenues and compiles first draft of preliminary budget.
Sept 7 – Sept 20, 2011	City Administrator and Finance Director conduct departmental hearings to determine budget to be presented by the Mayor to the City Council.
September 26, 2011	Proposed preliminary budget distributed to the City Council.
October 3, 2011	Council reviews proposed 2012 budget at workshop.
Sept 26 – Oct 17, 2011	Mayor and City Administrator prepare budget message.
October 24, 2011	Finance Department compiles proposed budget document and distributes to the City Council for their review.
November 7, 2011	Council holds workshop to review and discuss proposed 2012 budget. Proposed budget document is available to the public.
Nov 8 and Nov 15, 2011	Publish notice of tax levy hearing and statement of availability of proposed budget by November 16, 2011.
November 21, 2011	Council option of additional workshop review and discuss proposed 2012 budget.
November 21, 2011	Council holds public hearing and passes ordinance fixing 2012 tax levy. Finance Director notifies Clark County Assessor and County Commissioners of tax levy.
November 22, 2011 Nov 22 and Nov 29, 2011	Post preliminary budget on website. Publish notice of budget hearing.
December 5, 2011	Council holds budget hearing; can be continued to subsequent council meetings in December.
December 2011	Council passes 2012 budget and budget ordinance is published.

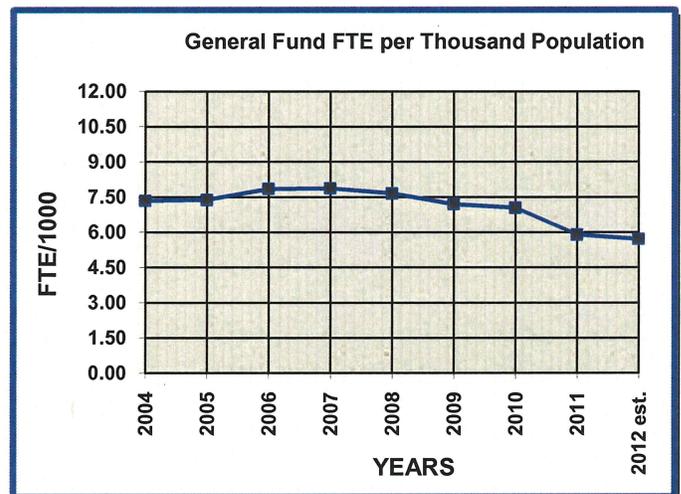
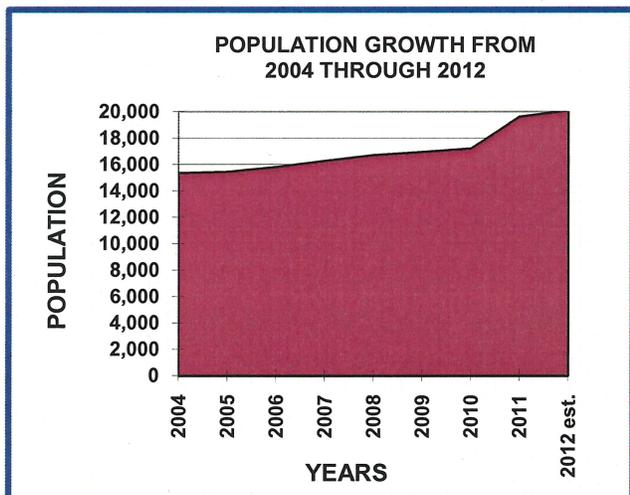
CITY OF CAMAS



CITY OF CAMAS, WASHINGTON
Employees (Full Time Equivalents)
Nine Years 2004-2012

DEPARTMENT	2004	2005	2006	2007	2008	2009	2010	2011	2012
Executive	1.50	1.50	1.50	1.50	1.50	1.45	1.45	1.45	1.45
Finance	7.00	7.25	8.00	8.00	8.00	7.88	8.00	7.75	7.75
Personnel	1.00	1.00	1.00	1.00	1.10	1.15	1.15	1.15	1.15
Law Enforcement	27.48	27.70	31.00	32.00	32.00	30.67	29.70	29.70	29.70
Fire Control	23.40	22.90	22.40	21.50	22.08	22.20	22.20	20.90	21.10
Detention & Correction	1.48	1.48	1.48	1.48	1.53	1.68	1.68	1.68	1.75
Protective Inspections	5.00	5.50	6.50	6.00	6.00	4.00	4.00	4.10	4.10
Information Systems	2.50	2.50	2.50	3.00	3.00	3.00	4.00	4.00	3.00
Engineering & Administration	13.00	13.00	14.75	15.17	14.73	13.40	12.40	12.80	12.80
Central Services	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25
Planning	3.50	3.92	4.38	4.88	4.88	4.88	4.88	3.30	3.50
Parks	14.05	14.51	15.99	17.28	16.86	16.14	16.14	13.59	13.62
Downtown Vision Coalition	0.30	0.20	0.13	0.13	0.13	0.13	0.13	-	-
Library	12.55	12.55	14.53	16.16	15.91	15.41	15.41	15.10	14.77
Total General Fund	113.00	114.25	124.39	128.33	127.95	122.22	121.38	115.77	114.94
Street	8.17	7.88	8.38	8.38	8.53	7.74	7.44	6.55	6.50
Cemetery	0.00	0.00	0.00	1.33	1.50	1.25	1.25	1.05	1.30
Emergency Rescue	15.10	15.10	15.60	17.25	17.68	23.76	23.30	20.10	19.90
Fisher Basin Storm Water	1.00	-	-	-	-	-	-	-	-
Sanitary	3.25	3.86	4.11	4.11	4.11	4.11	4.11	4.10	4.10
Water-Sewer	16.00	16.53	17.34	17.84	17.84	19.00	19.00	19.25	19.50
Storm Drainage Utility	-	2.33	2.20	2.70	2.80	3.05	4.35	4.50	4.50
Equipment Rental	4.50	4.53	4.11	4.11	4.11	4.05	4.05	4.10	4.10
TOTALS	161.01	164.48	176.13	184.05	184.52	185.18	184.88	175.42	174.84

POPULATION	15,360	15,460	15,880	16,280	16,700	16,950	17,210	19,620	20,100
									Est.

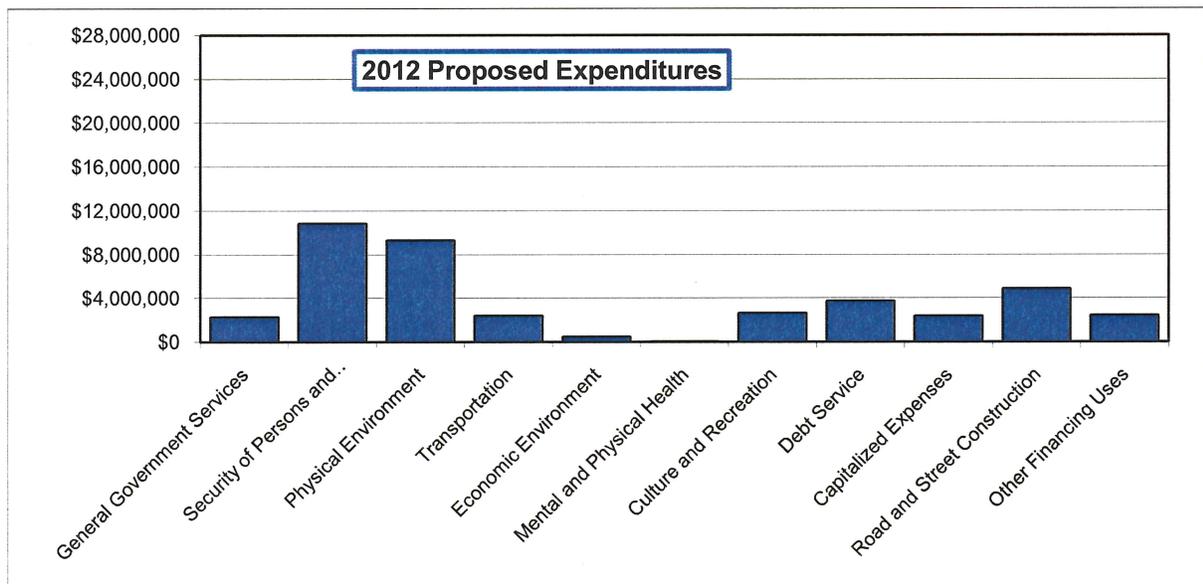


**City of Camas, Washington
2012 Budget Summary
Revenues Classified by Source**

	<u>2010 Adopted Budget</u>	<u>2011 Adopted Budget</u>	<u>2012 Proposed Budget</u>
Taxes	\$ 14,385,636	14,025,602	\$ 14,026,011
Licenses and Permits	355,400	636,530	524,800
Intergovernmental Revenues	5,393,605	4,504,879	3,720,150
Charges for Services	14,046,383	14,728,667	14,731,437
Fines and Forfeits	281,500	248,700	266,800
Miscellaneous Revenues	1,617,072	1,595,049	1,631,650
Other Income	12,292	550,000	250,000
Other Financing Sources	15,470,235	11,229,514	5,022,692
Budgeted Fund Balance	3,697,074	1,670,264	1,038,484
Total Revenues	<u><u>\$ 55,259,197</u></u>	<u><u>\$ 49,189,205</u></u>	<u><u>\$ 41,212,024</u></u>

Expenditures by Function

	<u>2010 Adopted Budget</u>	<u>2011 Amended Budget</u>	<u>2012 Proposed Budget</u>
General Government Services	\$ 2,168,870	\$ 2,168,870	\$ 2,268,084
Security of Persons and Property	10,825,522	10,825,522	10,822,726
Physical Environment	10,016,241	10,016,241	9,285,477
Transportation	1,515,476	1,515,476	2,391,215
Economic Environment	663,160	663,160	467,689
Mental and Physical Health	4,000	4,000	5,100
Culture and Recreation	2,624,907	2,624,907	2,601,283
Debt Service	3,835,284	3,835,284	3,727,758
Capitalized Expenses	18,722,234	18,722,234	2,360,000
Road and Street Construction	1,913,229	1,913,229	4,860,000
Other Financing Uses	2,970,274	2,970,274	2,422,692
Total Expenditures/Expenses	<u><u>\$ 55,259,197</u></u>	<u><u>\$ 55,259,197</u></u>	<u><u>\$ 41,212,024</u></u>



**City of Camas, Washington
2012 Annual Budget**

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

	General Fund	SPECIAL REVENUE FUNDS				Debt Service Funds
		City Streets	Emergency Rescue	Hotel-Motel Lodging Tax	Cemetery	
Appropriated Fund Balance	\$ 336,778	\$ 50,000	\$ 150,000		\$ -	\$ -
REVENUES:						
310 Taxes	11,908,000	-	889,000	5,000	-	624,011
320 Licenses & Permits	524,800	-	-	-	-	-
330 Intgovt. Revenues	577,450	560,000	762,700	-	-	-
340 Chgs. for Services	2,095,229	5,000	943,208	-	49,000	-
350 Fines & Forfeits	256,800	-	10,000	-	-	-
360 Misc. Revenues	116,900	700	1,600	-	1,150	-
Total Est. Revenues	15,479,179	565,700	2,606,508	5,000	50,150	624,011
370 Other Income	-	-	-	-	-	-
380 Other Non-Revenues	-	-	-	-	-	-
390 Other Est. Fin. Source			84,939			
Bond Proceeds	-	-	-	-	-	-
Loan Proceeds	-	-	-	-	-	-
Sale of Capital Assets	-	-	-	-	-	-
Transfers In	290,000	1,361,039	-	-	123,194	563,520
Total Est. Resources	\$ 16,105,957	\$ 1,976,739	\$ 2,841,447	\$ 5,000	\$ 173,344	\$ 1,187,531
APPROPRIATIONS:						
510 General Govt. Services	\$ 2,243,084	\$ -	\$ -	\$ -	\$ -	\$ -
520 Sec. of Person & Prop	7,981,279	-	2,841,447	-	-	-
530 Physical Environ.	1,433,350	-	-	-	163,344	-
540 Transportation	-	1,516,739	-	-	-	-
550 Economic Environ.	462,689	-	-	5,000	-	-
560 Mental & Phy. Health	5,100	-	-	-	-	-
570 Culture & Recreation	2,601,283	-	-	-	-	-
591 Debt Service	-	-	-	-	-	1,187,531
594 Capitalized Exp.	120,000	-	-	-	10,000	-
595 Road & Street Const.	-	460,000	-	-	-	-
Total Appropriations	14,846,785	1,976,739	2,841,447	5,000	173,344	1,187,531
Est. Other Financing Uses:						
Transfers Out	1,259,172	-	-	-	-	-
Total Estimated Uses	\$ 16,105,957	\$ 1,976,739	\$ 2,841,447	\$ 5,000	\$ 173,344	\$ 1,187,531

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.	NW 38th Ave Construction	Storm Drainage Utility	City Sanitary	Water - Sewer	Equipment Rental		
\$ 479,520		\$ -	\$ 2,210	\$ -	\$ 19,976	\$ -	\$ 1,038,484
600,000		-	-	-	-	-	14,026,011
-		-	-	-	-	-	524,800
-	1,800,000	20,000	-	-	-	-	3,720,150
515,000		963,214	1,945,400	8,214,886	500	-	14,731,437
-		-	-	-	-	-	266,800
4,000		2,000	1,300	121,000	1,358,000	25,000	1,631,650
1,119,000	1,800,000	985,214	1,946,700	8,335,886	1,358,500	25,000	34,900,848
-		-	-	-	-	-	-
-		-	-	250,000	-	-	250,000
-	2,600,000	-	-	-	-	-	2,684,939
-		-	-	-	-	-	-
-		-	-	-	-	-	-
-		-	-	-	-	-	2,337,753
\$ 1,598,520	\$ 4,400,000	\$ 985,214	\$ 1,948,910	\$ 8,585,886	\$ 1,378,476	\$ 25,000	\$ 41,212,024
\$ -		\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 2,268,084
-		-	-	-	-	-	10,822,726
-		724,214	1,948,910	5,015,659	-	-	9,285,477
-		-	-	-	874,476	-	2,391,215
-		-	-	-	-	-	467,689
-		-	-	-	-	-	5,100
-		-	-	-	-	-	2,601,283
-		-	-	2,540,227	-	-	3,727,758
435,000		261,000	-	1,030,000	504,000	-	2,360,000
-	4,400,000	-	-	-	-	-	4,860,000
435,000	4,400,000	985,214	1,948,910	8,585,886	1,378,476	25,000	38,789,332
1,163,520		-	-	-	-	-	2,422,692
\$ 1,598,520	\$ 4,400,000	\$ 985,214	\$ 1,948,910	\$ 8,585,886	\$ 1,378,476	\$ 25,000	\$ 41,212,024

**Summary of Estimated Appropriations By Fund
Actual for 2010 and Appropriations for 2011 and 2012**

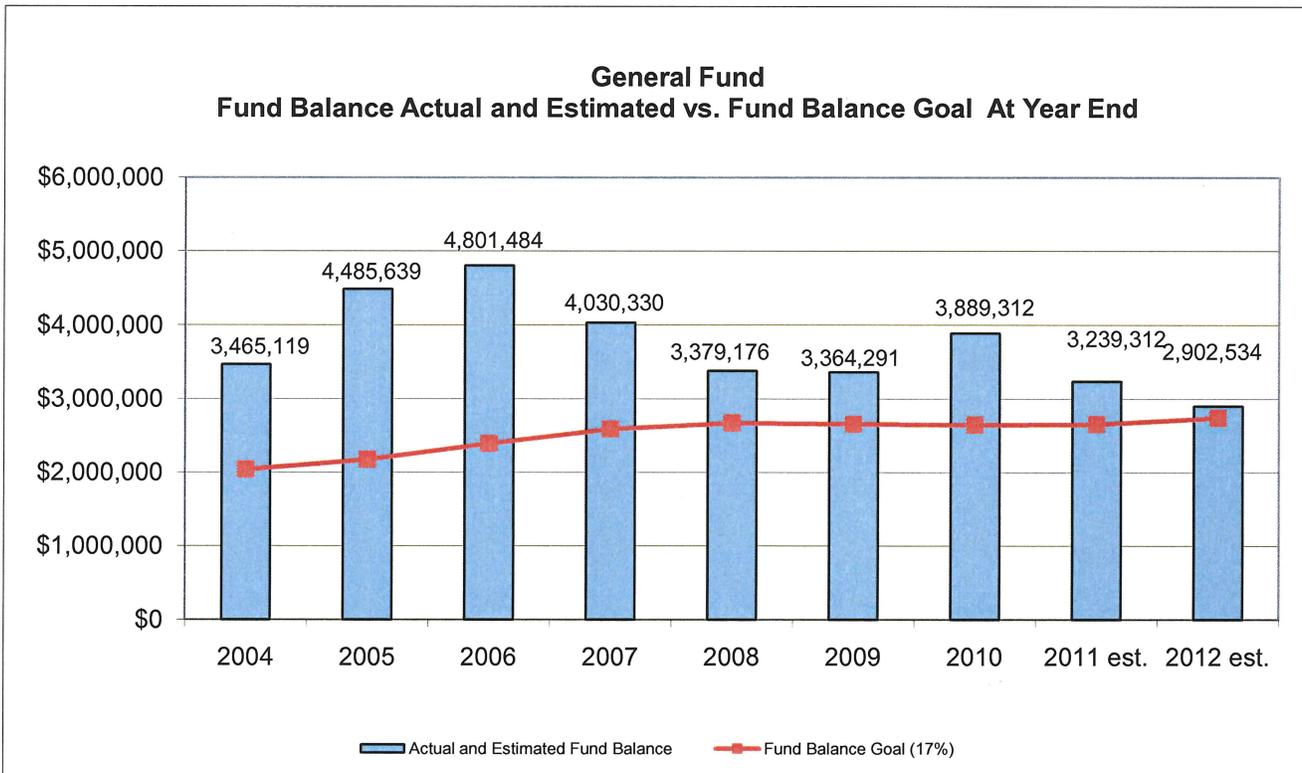
	Actual Expenditures 2010	Actual Appropriations 2011	Estimated Required 2012
GENERAL FUND	\$ 15,542,413	\$ 15,806,713	\$ 16,105,957
SPECIAL REVENUES:			
City Street	3,130,024	2,926,349	1,976,739
Emergency Rescue	3,281,111	2,895,166	2,841,447
Hotel-Motel Lodging Tax	-	5,500	5,000
Cemetery	165,936	160,117	173,344
TOTAL SPECIAL REVENUE FUNDS	<u>6,577,071</u>	<u>5,987,132</u>	<u>4,996,530</u>
DEBT SERVICE FUNDS:			
Unlimited Tax G.O. Bond Redemption	622,123	624,069	624,011
Limited Tax G.O. Bond Redemption	875,950	870,213	563,520
Local Improvement Debt Service	4,145	-	-
TOTAL DEBT SERVICE FUNDS	<u>1,502,218</u>	<u>1,494,282</u>	<u>1,187,531</u>
CAPITAL PROJECT FUNDS:			
Growth Management Capital Project	2,247,979	3,604,680	1,598,520
NW 38th St. Capital Project	-	-	4,400,000
Library Construction Fund	315,374	-	-
TOTAL CAPITAL PROJECT FUNDS	<u>2,563,353</u>	<u>3,604,680</u>	<u>5,998,520</u>
ENTERPRISE FUNDS:			
Storm Drainage Utility	1,705,093	1,231,946	985,214
City Sanitary	1,754,447	1,896,735	1,948,910
Water-Sewer	12,469,338	8,689,299	8,585,886
WWTP - PWTF Construction	7,452,669	8,500,000	
PWTF - NW 38th Avenue	43,577	-	-
Water-Sewer Capital Reserve	982,869	552,000	
TOTAL ENTERPRISE FUNDS	<u>24,407,993</u>	<u>20,869,980</u>	<u>11,520,010</u>
INTERNAL SERVICE FUNDS:			
Equipment Rental	1,473,003	1,513,048	1,378,476
FIDUCIARY FUNDS:			
Firemen's Pension	18,202	25,000	25,000
TOTAL	<u>\$ 52,084,254</u>	<u>\$ 49,300,835</u>	<u>\$ 41,212,024</u>

**2012 Schedule of
Transfers Out/ Transfers in**

TRANSFERS FROM	TRANSFERS TO	AMOUNT	PURPOSE FOR TRANSFER
General Fund	Street Fund	\$ 1,061,039	Street operations and construction
General Fund	Cemetery Fund	113,194	Cemetery operations
General Fund	EMS Fund	84,939	EMS operations
Growth Management Fund	General Fund	40,000	Council chambers wireless technology
	General Fund	250,000	Parks O & M
Growth Management Fund	Street Fund	300,000	Roadway Preservation
Growth Management Fund	Cemetery	10,000	Cemetery memorial design
Growth Management Fund	LTGO Bond Redemption	563,520	Debt payments for: SE 1st Street Road Improvements, Fire Engine, Parker Street, and 2002 street reconstruction
Total Transfers:		<u>\$ 2,422,692</u>	

Total Transfers:

\$ 2,422,692



GENERAL FUND THREE YEAR PROJECTIONS

	Projected Revenue 2012	Projected Revenue 2013	Projected Revenue 2014
Beginning Appropriated Fund Balance	\$ 336,778	\$ 567,521	\$ 467,555
Revenues			
Taxes:			
Real & Personal Property	9,144,000	9,225,000	9,315,000
Private Harvest Tax	-	-	-
Local Retail Sales & Use Taxes	2,100,000	2,100,000	2,200,000
Local Criminal Justice	178,000	180,000	180,000
Natural Gas Franchise	190,000	195,000	205,000
Franchise-Sanitary	6,000	6,500	7,000
Television Cable	270,000	285,000	300,000
Gambling-Punch/Pull Tabs	20,000	20,000	22,000
Penlts & Int. Oth. Taxes	-	-	-
Total Taxes	<u>11,908,000</u>	<u>12,011,500</u>	<u>12,229,000</u>
Licenses and Permits:			
Police & Protective	800	800	1,000
Other Business Licenses	500	500	10,000
Franchise Fees - Telecommunic.	1,000	1,000	1,000
Buildings, Structures, Equip.	500,000	500,000	520,000
Building & Structures - Fire	10,000	10,500	11,000
Animal Licenses	5,000	5,200	5,400
Street & Curb Permits	5,000	5,000	5,100
Other Nonbusiness Lic. & Permits	2,500	2,500	2,500
Total Licenses and Permits	<u>524,800</u>	<u>525,500</u>	<u>556,000</u>
Intergovernmental Revenue:			
Federal Indirect Grant - Traffic Safety	1,500	1,500	1,500
Federal Grant - Ballistic Vests/Homeland Security	31,750	-	-
State Grant - WA Assoc. of Sheriffs/Police	5,000	5,000	5,000
Pud Privilege Tax	165,000	173,000	180,000
Crim. Just. - Population	4,900	4,500	5,000
Crim Justice - Special Programs	16,600	15,000	16,000
DUI - Cities	4,000	5,000	5,500
Fire Ins. Premium Tax	34,500	35,000	35,500
Liq Excise Tax	96,300	93,000	95,000
Liq Board Profits	121,400	123,000	125,000
Shared Costs - Court	35,000	40,000	45,000
Intergov.-Law Protection	50,000	50,000	50,000
Drug Enforcement	9,500	10,500	11,000
ARRA Fed Indirect Grant - JAG (Police)	-	-	-
Total Intergovenmental Revenue	<u>575,450</u>	<u>555,500</u>	<u>574,500</u>
Charges for Goods and Services:			
Clerks Record Services	250	300	300
Court Fees	5,000	5,500	6,000
Other Statutory Cert Copies	100	100	100
Sales Of Maps & Publications	3,000	3,200	3,400

**GENERAL FUND
THREE YEAR PROJECTIONS**

	Projected Revenue 2012	Projected Revenue 2013	Projected Revenue 2014
Duplicating Of Public Records	2,000	2,200	2,400
Copies-Taxable	5,200	5,400	5,500
Sales Of Merchandise	100	150	200
Other General Governmental	300	300	300
Law Enforcement Services	5,250	5,500	6,000
Law Enforcement - SRO	50,000	51,500	52,000
Monitoring or prisoners	3,000	3,200	3,500
Protective Inspection Fees	5,800	6,000	6,500
Construction Inspection Fees	50,000	50,000	55,000
Emergency Service Fees	13,000	15,000	16,000
Crime Conviction Fee	3,800	4,000	5,000
Zoning & Subdivision Fees	75,000	75,000	80,000
Plan Checking Fees	325,000	310,000	325,000
Plan Check Fees - Fire	7,000	8,000	9,000
Plan Review/Eng.& Planning	30,000	35,000	40,000
Other Planning Fees	10,000	12,000	15,000
Swimming Pool Admissions	25,000	25,000	26,000
Swim Lessons	43,000	45,000	47,000
Recreation - Camps	36,000	37,000	40,000
Recreation - Youth Sports	30,000	30,000	32,000
Recreation - Adult Sports	30,000	30,000	32,000
Recreation - Youth Programs	6,000	7,000	8,000
Adult Programs	2,000	2,000	3,000
Recreation - Miscellaneous	5,000	5,250	5,500
Administration Services	75,839	77,000	80,000
Budget Acctng Auditing Services	493,272	503,000	513,000
Legal Services	12,209	13,000	15,000
Human Resources	55,996	56,000	58,000
Information Technology/GIS	121,268	123,000	125,000
Central Services-Bldg Rental	41,533	42,000	45,000
Engineering Services	526,312	520,000	525,000
Total Charge for Goods and Services	2,097,229	2,107,600	2,185,700
Fines and Forfeits:			
Mandatory Insur. Costs	5,000	6,000	6,500
Traffic Infract.-Nonparking	110,000	120,000	130,000
Failure to register vehicle	5,000	5,000	6,000
Other Nonparking Infraction	700	1,000	1,200
Parking Violation	18,000	19,000	22,000
Parking Violation Penalties	5,000	5,000	6,000
Driving While Intox.	12,000	14,000	16,000
Other Criminal Traffic	15,000	17,000	19,000
Other Nontraffic Misdemeanors	18,000	20,000	22,000
Criminal Costs	50,000	53,000	55,000
Public Defense Costs Recovery	12,500	14,000	16,000

GENERAL FUND

THREE YEAR PROJECTIONS

	Projected Revenue 2012	Projected Revenue 2013	Projected Revenue 2014
Library Fines and Lost Books	5,600	6,000	6,500
Total Fines and Forfeits	<u>256,800</u>	<u>280,000</u>	<u>306,200</u>
Miscellaneous Revenues:			
Investment Interest	8,000	8,000	12,000
Int On Contracts, Notes, Receivable	19,500	21,000	23,000
Space & Fac Rents Short-term	100	200	500
Space\Fac Rents-Com Ctr Sht/tm	10,000	13,000	15,000
Space & Facilities Leases L/T	7,000	-	-
Comm. Ctr-Fac. & Space Rnt L/T	500	500	100
Housing Rentals & Leases	15,000	10,000	12,000
Other Rents and Use Charges	18,000	20,000	22,000
Contrib From Private Sources	15,000	12,000	15,000
Private Grants	2,500	5,000	5,000
Sale Of Junk Or Salvage	200	300	300
Unclaimed Money - Police	100	100	100
Forfeited/Confiscated Evidence	1,000	2,000	3,000
Cashier Overage and Shortage	-	-	-
Other Misc. Revenue	20,000	22,000	25,000
Total Miscellaneous Revenues:	<u>116,900</u>	<u>114,100</u>	<u>133,000</u>
Other Financing Sources:			
Transfers In	290,000	200,000	250,000
Total Other Financing Sources	<u>290,000</u>	<u>200,000</u>	<u>250,000</u>
Total Estimated Revenues	<u>15,769,179</u>	<u>15,794,200</u>	<u>16,234,400</u>
Total Estimated Resources	<u>\$16,105,957</u>	<u>\$16,361,721</u>	<u>\$16,701,955</u>
Expenditures			
Transfer Out to Street Fund	\$ 1,061,039	1,100,000	\$ 1,135,000
Transfer Out to Cemetery Fund	113,194	118,000	120,360
Transfer Out to EMS Fund	84,939		
Legislative	86,100	87,822	89,578
Judicial	265,000	270,300	275,706
Executive	226,144	230,667	235,280
Finance Department	690,138	703,941	718,020
Legal Services	103,600	105,672	107,785
Human Resources	166,211	169,535	172,926
Other General Governmental Services	165,179	168,483	171,852
Law Enforcement	4,125,263	4,207,768	4,291,924
Fire	2,943,086	3,001,948	3,061,987
Detention and/or Correction	492,553	502,404	512,452
Emergency Services	17,000	17,340	17,687
Information Systems/GIS	471,915	481,353	490,980
Engineering	1,308,671	1,334,844	1,361,541
Planning	456,289	465,415	474,723
Other Physical Environment	94,000	95,880	97,798
Parks & Recreation	1,386,855	1,414,592	1,442,884
Protective Inspection	403,377	411,445	419,673

GENERAL FUND
THREE YEAR PROJECTIONS

	Projected Expenditures 2012	Projected Expenditures 2013	Projected Expenditures 2014
Central Services	144,576	147,468	150,417
Information and Outreach	6,400	6,528	6,659
Senior Programs	3,000	3,060	3,121
Library	1,211,428	1,235,657	1,260,370
Library Books and Other Materials	80,000	81,600	83,232
Total Expenditures	<u>\$ 16,105,957</u>	<u>16,361,721</u>	<u>\$ 16,701,955</u>

STREET FUND

THREE YEAR PROJECTIONS

	Projected Revenue 2012	Projected Revenue 2013	Projected Revenue 2014
Appropriated Fund Balance	\$ 50,000	\$ -	\$ -
Revenues:			
Fed. Indirect Grant - CDBG	160,000	-	-
Fed. Indirect Grant - STP		-	-
Motor Vehicle Fuel Tax	400,000	425,000	450,000
Street vacation fees	5,000	5,000	5,000
Sale of junk or Salvage	500	500	500
Charges for Services	200	200	200
Transfers In From TIF's and Reet	300,000	300,000	300,000
General Fund Transfer In	1,061,039	1,100,000	1,135,000
Total Revenues	<u>\$ 1,976,739</u>	<u>\$ 1,830,700</u>	<u>\$ 1,890,700</u>
Expenditures			
Roadway preservation	\$ 57,261	\$ 58,979	\$ 60,748
Roadway maintenance	236,441	243,534	250,840
Structures Maintenance	10,000	10,300	10,609
Sidewalk Maintenance	22,977	23,666	24,376
Street Lighting Maintenance	259,929	267,727	275,759
Traffic Control Device Maint.	104,895	108,042	111,283
Snow/Ice Control Maintenance	65,360	67,321	69,340
Roadside Maintenance	48,207	49,653	51,143
Downtown Mall Maintenance	31,955	32,914	33,901
Ancillary Operations Maint.	26,180	26,965	27,774
Maintenance Administration	342,613	352,891	363,478
Gen Services - Road Gen Admin	306,921	316,129	325,612
Training - Road Gen Admin	4,000	4,120	4,244
Total operations and maintenance	<u>1,516,739</u>	<u>1,562,241</u>	<u>1,609,108</u>
Construction projects	460,000	268,459	281,592
Total Expenditures	<u>\$ 1,976,739</u>	<u>\$ 1,830,700</u>	<u>\$ 1,890,700</u>

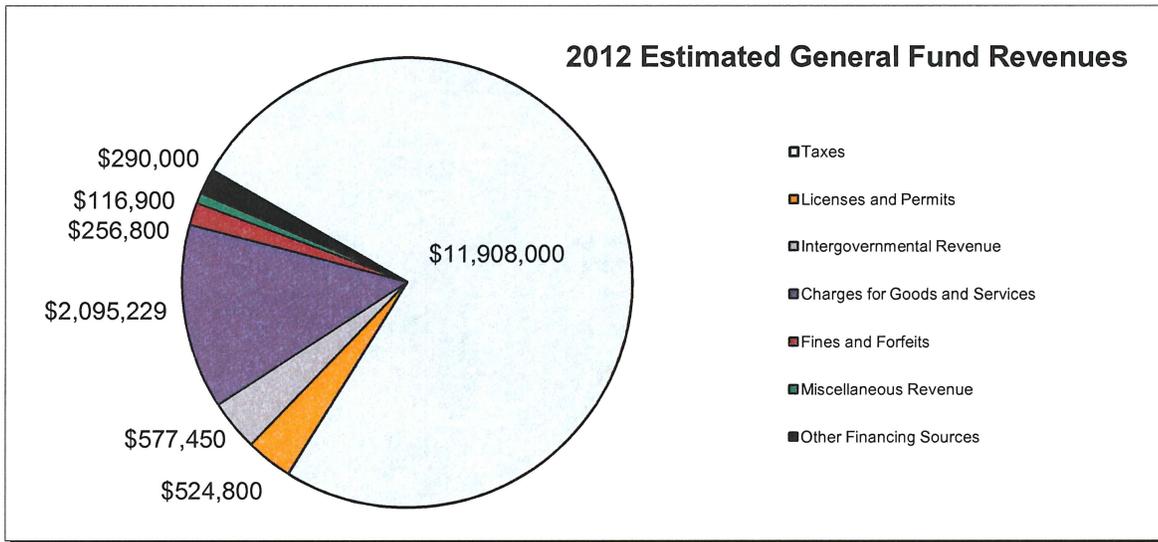
GENERAL FUND SUMMARY

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, human resources, 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 to the water-sewer, sanitary, streets, emergency rescue, storm water and equipment rental functions.



GENERAL FUND REVENUE DETAIL THREE YEAR COMPARISON

FUND NUMBER	Actual Revenue 2010	Adjusted Estimated 2011	Estimated Revenue 2012
001			
291 740 00 Beginning Appropriated Fund Balance	\$ -	\$ 898,083	\$ 336,778
Taxes:			
311 100 00 Real and Personal Property	9,591,031	8,900,000	9,144,000
313 100 00 Local Retail Sales and Use Taxes	2,060,555	1,925,000	2,100,000
313 710 00 Local Criminal Justice	166,265	165,000	178,000
316 430 00 Natural Gas Franchise	169,058	185,000	190,000
316 450 00 Sanitary Franchise	5,844	5,500	6,000
316 460 00 Television Cable	244,152	255,000	270,000

GENERAL FUND

REVENUE DETAIL THREE YEAR COMPARISON

FUND NUMBER 001	Actual Revenue 2010	Adjusted Estimated 2011	Estimated Revenue 2012
317 510 00 Gambling Taxes	21,816	20,000	20,000
Total Taxes	<u>12,258,720</u>	<u>11,455,500</u>	<u>11,908,000</u>
Licenses and Permits:			
321 300 00 Police and Protective	415	400	800
321 900 00 Other Business Licenses	440	500	500
321 910 00 Telecommunication Franchise	1,000	1,000	1,000
322 100 00 Buildings, Structures and Equipment	564,537	450,000	500,000
322 110 00 Buildings, Structures and Equip - Fire	13,200	9,500	10,000
322 300 00 Animal Licenses	3,675	4,300	5,000
322 400 00 Street and Curb Permits	3,899	4,000	5,000
322 900 00 Other Non-Bus Licenses and Permits	1,417	1,600	2,500
Total Licenses and Permits	<u>588,584</u>	<u>471,300</u>	<u>524,800</u>
Intergovernmental Revenue:			
331 165 00 Direct Federal Grants - Secure Our Schools	-	-	-
331 166 00 Direct Federal Grant - Ballistic Vest Grant	5,338	-	750
331 970 00 Direct Federal Grant - Homeland Security	-	-	10,000
332 210 00 Federal Equitable Sharing	7,593	-	-
333 140 00 Indirect Federal Grant - CDBG	50,000	-	-
333 206 00 Indirect Federal Grant - Traffic Safety	498	-	-
333 206 01 Indirect Federal Grant - DUI (DOTS)	373	-	-
333 206 02 Indirect Federal Grant - Traffic Safety	1,000	500	1,500
333 453 10 Indirect Federal Grant - Library Grant	23,613	-	-
333 453 11 Indirect Federal Grant LSTA State Library	3,251	-	-
333 970 00 Indirect Federal Grant - Homeland Security	-	-	21,000
334 017 00 State Grant - Registered Sex Offenders	9,874	4,600	5,000
334 030 10 State Grant - DOE Litter Pick Up	2,051	-	-
334 030 50 State Grant - Traffic Safety	309	-	-
335 000 91 P.U.D. Privilege Tax	149,782	165,000	165,000
336 060 21 Criminal Justice - Population	3,772	4,130	4,900
336 060 26 Criminal Justice - Special Programs	14,287	13,940	16,600
336 060 51 DUI - Cities	3,142	3,300	4,000
336 060 91 Fire Insurance Premium Tax	36,432	37,000	34,500
336 060 94 Liquor Excise Tax	83,990	85,706	98,300
336 060 95 Liquor Board Profits	135,585	126,321	121,400
338 120 00 Shared Costs - Court	5,046	59,400	35,000
338 210 00 County Law Protection	50,000	50,000	50,000
338 211 00 Drug Enforcement	9,300	7,500	9,500
338 260 00 Shared Costs - Fire Services (ECFR)	22,402	-	-
339 214 25 Indirect ARRA-CDBG Comm Ctr	52,840	-	-
339 216 80 ARRA Fed Indirect Grant - JAG	-	1,500	-
Total Intergovernmental Revenue	<u>670,475</u>	<u>558,897</u>	<u>577,450</u>
Charges for Goods and Services:			
341 230 00 Civil Probation Filing	108	100	-
341 320 00 Clerks Record Services	226	300	250
341 330 00 Court Fees	3,846	3,500	5,000
341 350 00 Other Statutory Cert Copies	13	100	100
341 500 00 Sale of Maps and Publications	2,792	3,000	3,000
341 600 00 Printing and Duplicating Services	7,435	7,000	7,300
341 700 00 Sales of Merchandise	104	-	100
341 970 00 Employee Benefit Program Service	(19)	-	-
341 990 00 Other General Government	200	200	200
342 100 00 Law Enforcement Services	55,421	55,000	55,250
342 360 00 Monitoring of Prisoners	-	-	3,000
342 400 00 Protective Inspection Fees	5,478	3,000	5,800
342 400 20 Inspection Fees - Construction	33,182	20,000	50,000

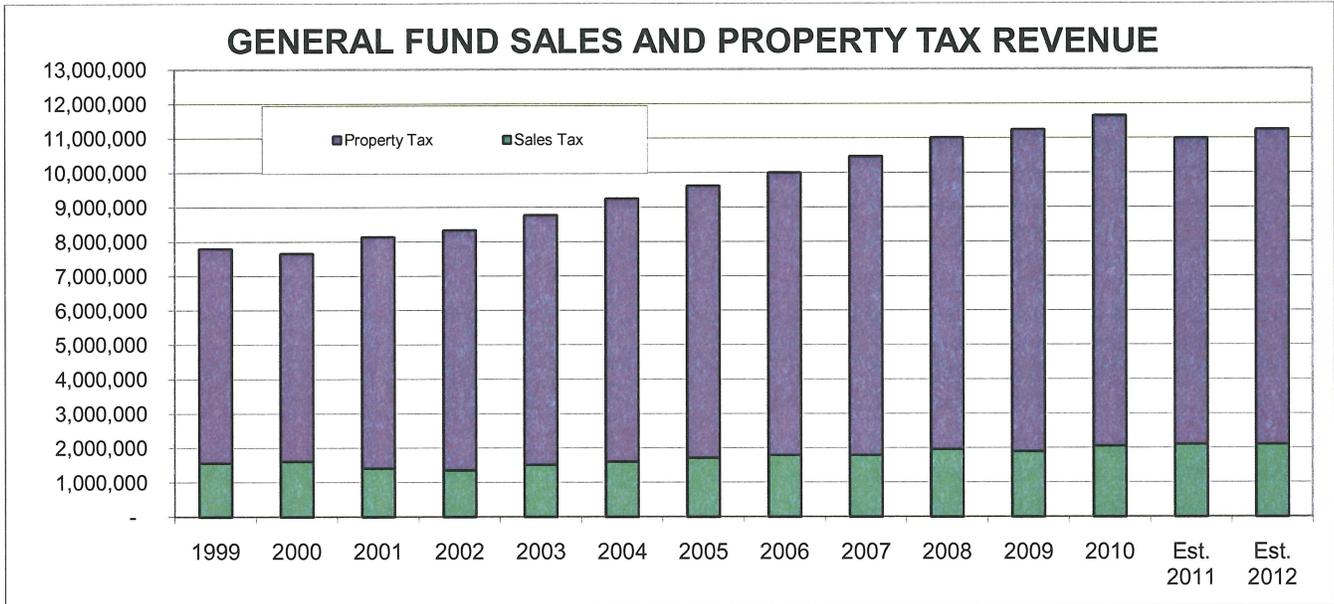
GENERAL FUND
REVENUE DETAIL
THREE YEAR COMPARISON

FUND NUMBER	Actual Revenue 2010	Adjusted Estimated 2011	Estimated Revenue 2012
001			
342 500 00 Emergency Services Fees	11,913	13,000	13,000
342 900 00 Conviction Fees	3,659	4,000	3,800
345 810 00 Zoning and Subdivision Fees	148,751	100,000	75,000
345 830 00 Plan Check Fees	307,685	275,000	325,000
345 830 10 Plan Check Fees - Fire	10,940	8,000	7,000
345 830 20 Plan Review-Engineering & Planning	17,873	20,000	30,000
345 890 00 Other Planning Fees	16,435	20,000	10,000
347 310 00 Swimming Pool Admissions	24,642	15,000	25,000
347 325 00 P.E. School District	-	-	-
347 390 00 Other Activity Fees	-	-	-
347 610 00 Swim Lessons	41,305	33,200	43,000
347 620 00 Recreation Programs	98,688	121,000	109,000
349 130 00 Administration Services	34,006	74,295	75,839
349 140 00 Budgeting, Acctng & Audit Services	501,492	518,564	493,272
349 150 00 Legal Services	14,000	11,152	12,209
349 160 00 Human Resources	50,628	54,408	55,996
349 170 00 Information Technology/GIS	118,068	153,727	121,268
349 180 00 Central Services-Building Rental	43,682	41,604	41,533
349 190 00 Emergency Services	-	-	-
349 320 00 Engineering Services	595,488	499,733	524,312
Total Charges for Goods and Services	2,148,040	2,054,883	2,095,229
Fines and Forfeits:			
352 300 00 Mandatory Insurance Costs	2,567	2,000	5,000
353 100 00 Traffic Infraction Nonparking	88,989	105,000	115,000
353 700 00 Non-Traffic Infraction Penalties	458	500	700
354 000 00 Parking Violations	16,336	18,000	18,000
354 100 00 Parking Violation Penalties	1,290	2,000	5,000
355 200 00 Driving Under the Influence Fines	12,730	12,000	12,000
355 800 00 Other Criminal Traffic Misdemeanors	12,601	15,000	15,000
356 900 00 Other Non-Traffic Misdemeanors	17,350	17,000	18,000
357 300 00 Other Criminal Costs	44,178	47,000	50,000
357 330 00 Public Defense Costs	9,811	10,000	12,500
359 700 00 Library Fines	6,360	6,200	5,600
359 900 00 Miscellaneous Fines	9,000	-	-
Total Fines and Forfeits	221,669	234,700	256,800
Miscellaneous Revenues:			
361 110 00 Investment Interest	15,753	10,000	8,000
361 400 00 Interest on Sales Tax, Court Fees	16,920	17,000	19,500
362 400 00 Space /Facilities Rents - Short-term	900	1,500	100
362 401 00 Space/Facilities Rentals-Community	11,692	12,000	10,000
362 500 00 Space and Facilities Leases	13,156	7,100	7,000
362 501 00 Community Center Space Rentals	100	-	500
362 600 00 Housing Rentals and Leases	15,141	16,000	15,000
362 900 00 Other Rents and Use Charges	1,505	18,000	18,000
363 000 00 Ins. Premiums and Recovery	127	-	-
367 000 00 Contrib and Donations Pvt Sources	35,231	12,500	15,000
367 110 00 Private Grants	6,700	5,000	2,500
369 100 00 Obsolete Equipment	467	200	200
369 200 00 Unclaimed/Proceeds-Sales Unclaimed	234	50	100
369 300 00 Forfeited/Confiscated Evidence	4,943	1,000	1,000
369 810 00 Cashier Over and Short	4	-	-
369 900 00 Other Miscellaneous Revenue	18,638	18,000	20,000
Total Miscellaneous Revenues	141,512	118,350	116,900
Total Estimated Revenues	16,029,000	15,791,713	15,815,957

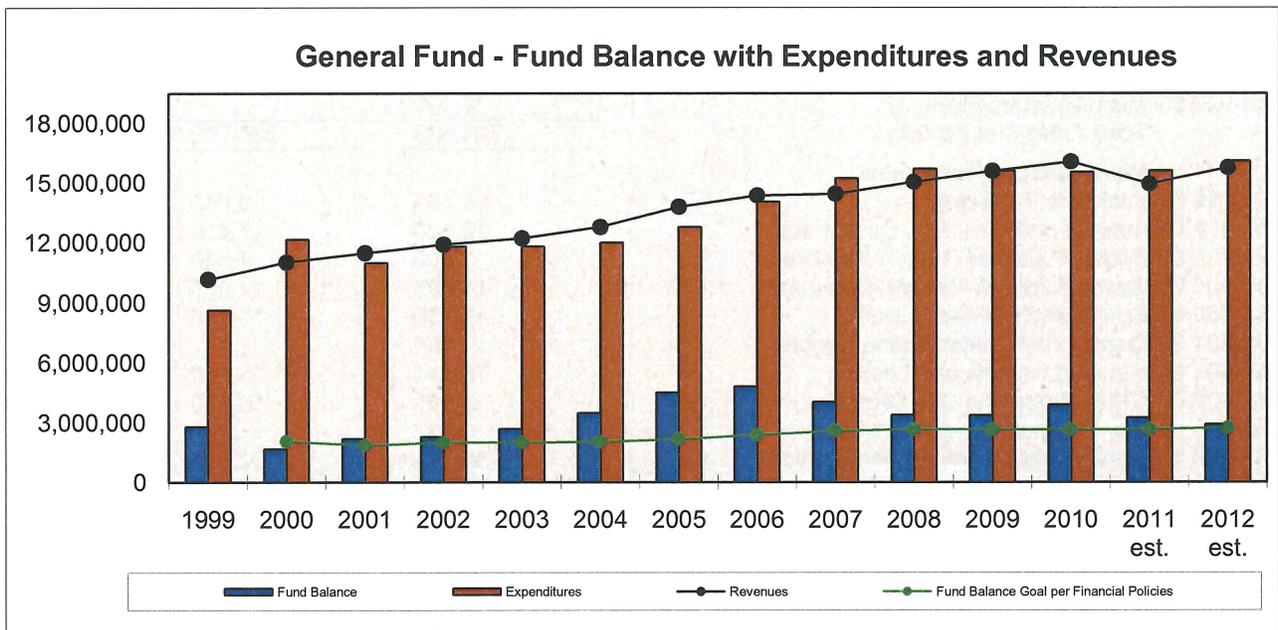
GENERAL FUND

REVENUE DETAIL THREE YEAR COMPARISON

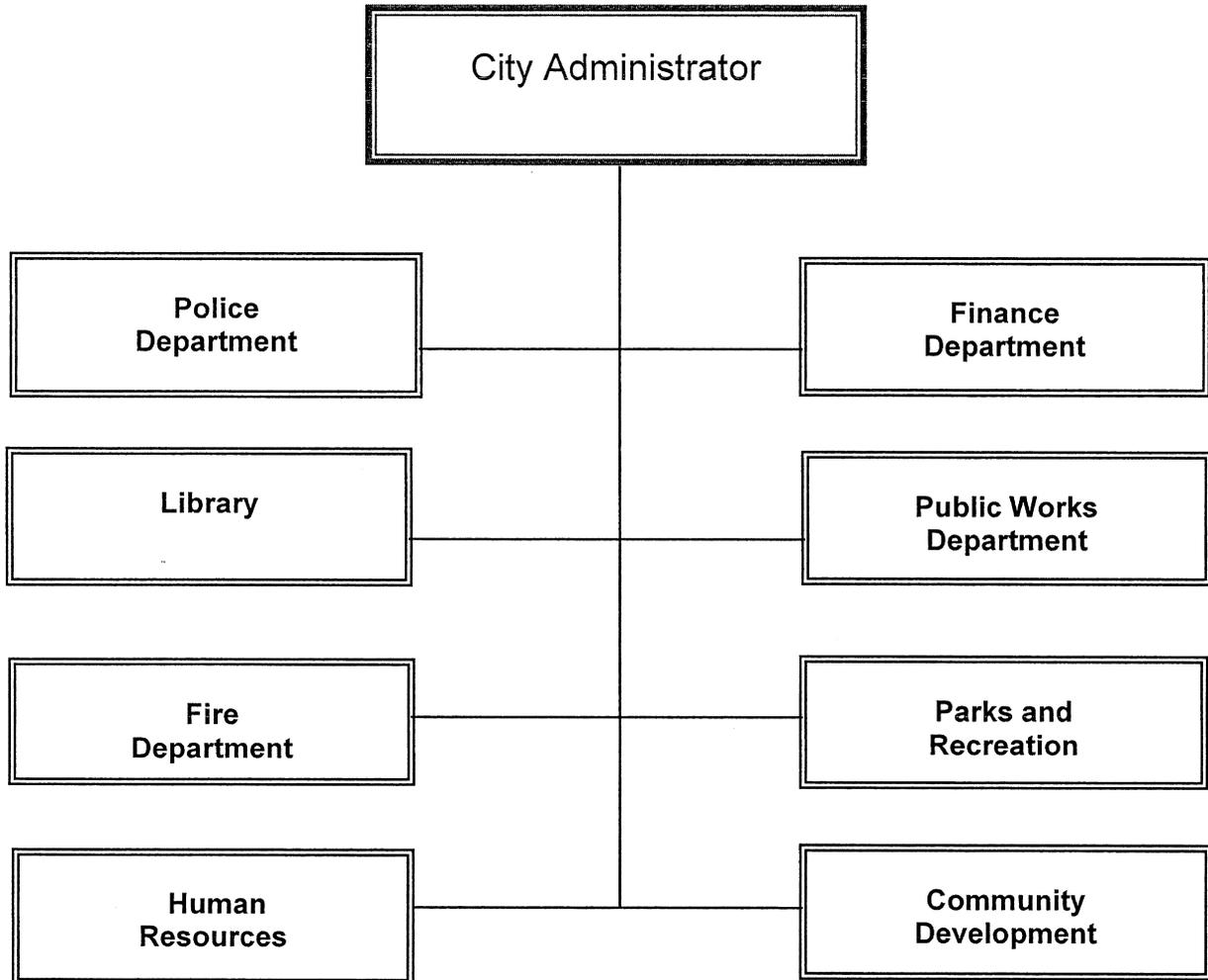
FUND NUMBER	Actual Revenue 2010	Adjusted Estimated 2011	Estimated Revenue 2012
001			
Other Financing Sources:			
395 100 00 Proceeds from Sales of Fixed Assets	-	-	-
397 000 00 Transfers-In	12,916	15,000	290,000
Total Other Financing Sources	<u>12,916</u>	<u>15,000</u>	<u>290,000</u>
Total Estimated Resources	<u>\$ 16,041,916</u>	<u>\$ 15,806,713</u>	<u>\$ 16,105,957</u>



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 2012

1. Provide legislative policy direction for the city.
2. Continue long-range planning on needed infrastructure, community growth and economic development.
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.
7. Continue fiduciary oversight of the City's assets and resources and budget.

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. City share of election costs, determined by the county, are included in this section also. The budgeted amount does not include primary election costs.

**LEGISLATIVE EXPENDITURE DETAIL
THREE YEAR COMPARISON**

001.01.511	Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
300 OFFICIAL PUBLICATION SERVICES			
Other Services and Charges	\$ 12,951	\$ 4,200	\$ 3,500
400 TRAINING			
Supplies	-	400	-
Other Services and Charges (Travel and registration)	2,480	3,000	3,000
600 LEGISLATIVE SERVICES			
Salaries and Wages	42,000	42,000	42,000
Personnel Benefits	4,336	4,800	4,000
Supplies	1,301	2,200	2,000
Other Services and Charges Professional Services (\$5,000 for video- conferencing), Communication (\$2,500), Miscellaneous (\$100)	1,759	2,300	7,600
700 ELECTION COSTS			
Intergovernmental Professional Services	17,308	29,000	24,000
TOTAL LEGISLATIVE	<u>\$ 82,135</u>	<u>\$ 87,900</u>	<u>\$ 86,100</u>
% Increase (Decrease) Prior Year		7.02%	-2.05%
LEGISLATIVE PERSONNEL SCHEDULE		Actual Approp 2011	Estimated Required 2012
Council Members (7)		\$ 42,000	\$ 42,000
% Increase (Decrease) Prior Year			0.00%

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 2012

1. Supporting an effective management team.
2. Administer the daily operations effectively and efficiently meeting City Council fiscal expectations.
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 streams.
5. Represent the City in contacts with other organizations.
6. Lead efforts to manage quality growth.
7. Foster and build partnerships with other organizations.
8. Participate in the partnership task of sustaining quality Emergency Medical Services.
9. Begin implementation of technology investments.

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 lawful 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 2010	Actual Approp 2011	Estimated Required 2012
100 ADMINISTRATION			
Salaries and Wages	\$ 150,099	\$ 167,211	\$ 168,923
Personnel Benefits	40,517	48,119	47,121
Supplies	458	800	800
Other Services and Charges	6,402	8,375	7,700
Total Administration	<u>197,476</u>	<u>224,505</u>	<u>224,544</u>
400 TRAINING			
Other Services and Charges	1,774	1,000	1,600
Total Training	<u>1,774</u>	<u>1,000</u>	<u>1,600</u>
TOTAL EXECUTIVE	<u>\$ 199,251</u>	<u>\$ 225,505</u>	<u>\$ 226,144</u>
% Increase (Decrease) Prior Year		13.18%	0.28%

EXECUTIVE PERSONNEL SCHEDULE	Actual Approp 2011	Estimated Required 2012
Mayor	\$ 15,600	\$ 15,600
City Administrator (.98 FTE)	126,460	127,625
Executive Assistant to the City Administrator (.45 FTE)	25,151	25,698
Total Executive	<u>\$ 167,211</u>	<u>\$ 168,923</u>
% Increase (Decrease) Prior Year		1.02%

OTHER SERVICES AND CHARGES DETAIL:

Communication (cell phones, internet, telephone)	\$ 1,500
Insurance	2,200
Travel, registration, memberships, monthly mileage	<u>4,000</u>
Total	<u>\$ 7,700</u>

LEGAL SERVICES

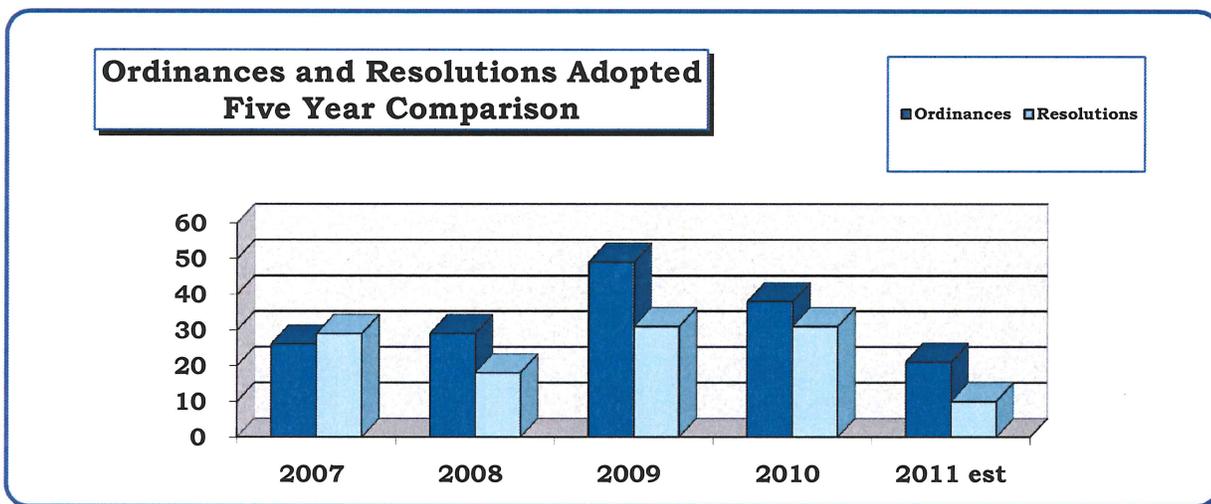
FUNCTION

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.



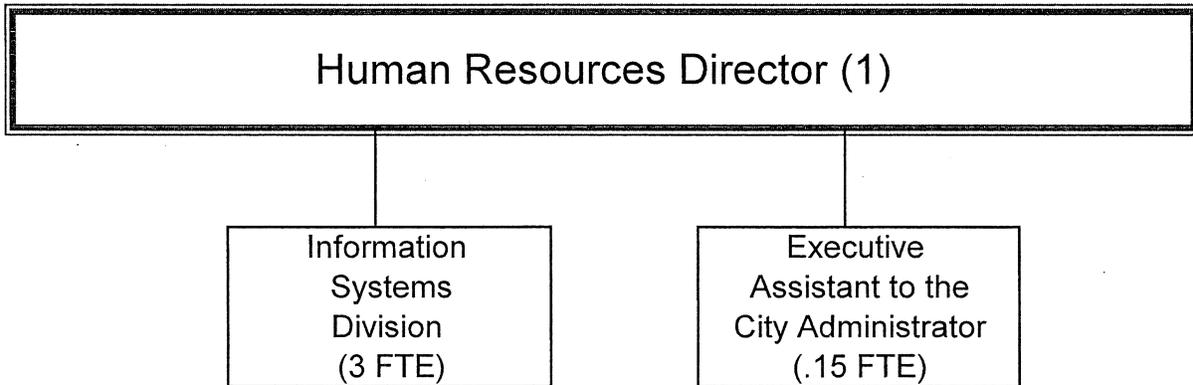
LEGAL SERVICES EXPENDITURE DETAIL THREE YEAR COMPARISON

001.05.515	Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
LEGAL SERVICES			
Supplies	\$ -	\$ -	\$ -
Other Services and Charges	100,045	101,600	102,600
400 TRAINING			
Other Services and Charges	748	1,000	1,000
TOTAL LEGAL	<u>\$ 100,793</u>	<u>\$ 102,600</u>	<u>\$ 103,600</u>
% Increase (Decrease) Prior Year		1.79%	0.97%

OTHER SERVICES AND CHARGES DETAIL:

Professional Services (City Attorney, Assistant City Attorney and Prosecutor)	\$ 101,000
Communication (one telephone line)	400
Registrations, dues, publications	1,200
	<u>\$ 102,600</u>

HUMAN RESOURCES



HUMAN RESOURCES DEPARTMENT

OVERVIEW

The Human Resources Department provides employment and personnel services to the City's managers and employees as well as providing information and assistance to job applicants and other external citizens. The department is responsible for a full range of comprehensive human resources services and programs which enhance the effectiveness and efficiency of the organization and is the primary contact and resource for all staff members and departments with employment related questions and concerns.

Among the Department's responsibilities are classification, recruiting and selection, benefits administration, policies and procedures, workers' compensation, employee and labor relations and overall compliance with federal, state and local laws and regulations.

ACTIVITIES AND SERVICES

Expenses for the City's Employee Recognition and Wellness Programs are included in this budget section. The City of Camas has received the AWC WellCity Award for 2011 which will decrease the 2012 Regence premiums by a 2% reduction. This is a direct result of the expenses spent on City wellness activities/promotions.

COMMENTS ON BUDGET APPROPRIATIONS

Two contracts are open for renegotiation in the fall of 2011. Negotiations are underway and it is expected that they will continue into 2012. There may be expenses for professional assistance from outside sources for the continued negotiations. The professional services budget does not provide for outside assistance for recruitments.

HUMAN RESOURCES EXPENDITURE DETAIL THREE YEAR COMPARISON

001.06.	Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
516 200 PERSONNEL SERVICES			
Salaries and Wages	\$ 92,373	\$ 95,456	\$ 96,431
Personnel Benefits	32,320	34,992	35,130
Supplies	1,320	2,800	2,000
Other Services and Charges	26,577	29,875	29,100
Intergovernmental Services	-	100	
516 400 TRAINING			
Other Services and Charges	482	-	500
517 900 WELLNESS PROGRAM			
Supplies	1,458	1,000	1,500
Other Services and Charges	1,428	2,250	1,550
TOTAL HUMAN RESOURCES	\$ 155,958	\$ 166,473	\$ 166,211
% Increase (Decrease) Prior Year		6.74%	-0.16%

PERSONNEL SCHEDULE	Actual	Estimated
	Approp	Required
	2011	2012
Human Resources Director	\$ 87,072	\$ 87,943
Executive Assistant (.15 FTE)	8,384	8,488
Total personnel	<u>\$ 95,456</u>	<u>\$ 96,431</u>
% Increase (Decrease) Prior Year		1.00%

OTHER SERVICES AND CHARGES DETAIL:

Personnel:

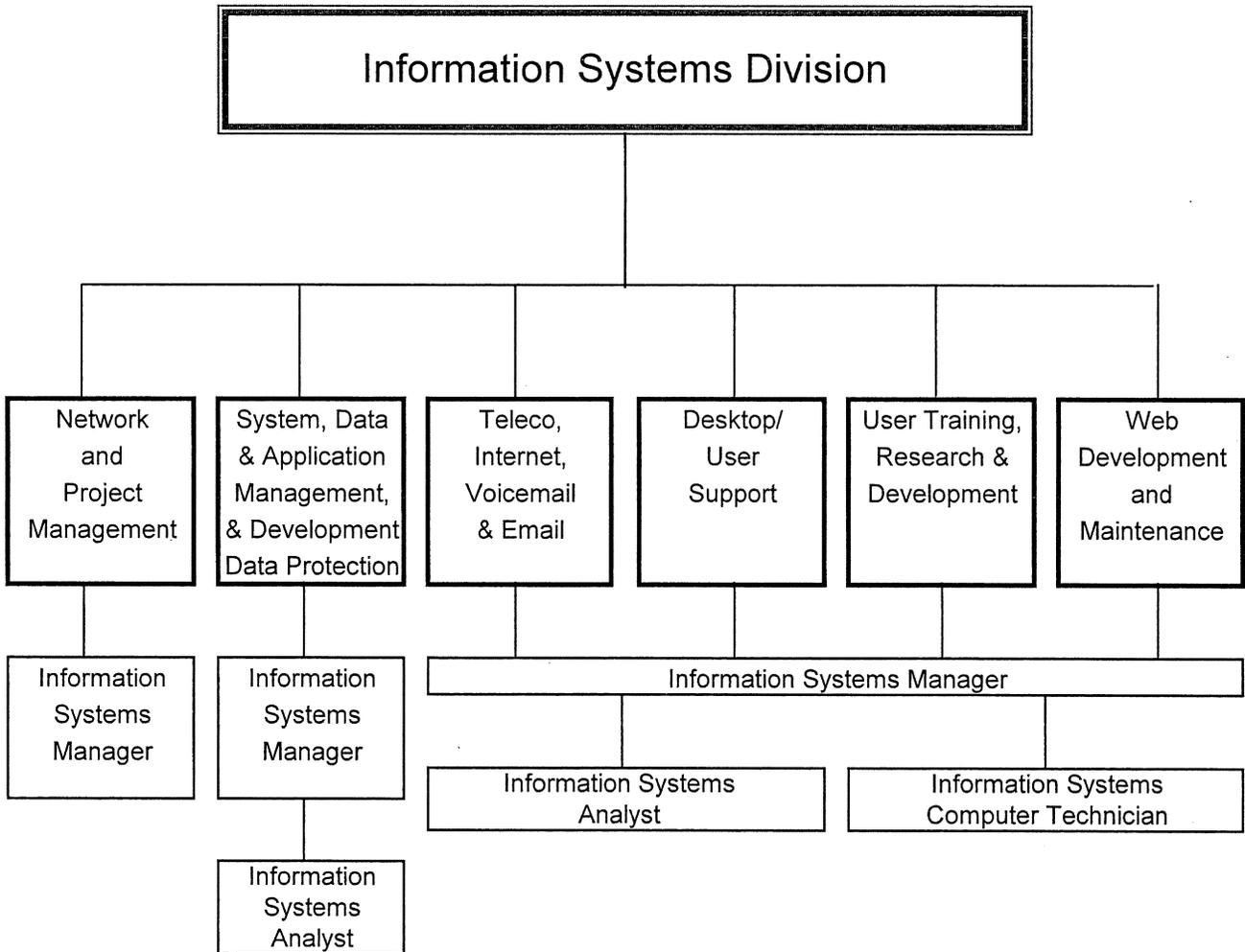
Professional Services (labor negotiator, workers' compensation claims mgmt. contractor)	\$ 25,000
Communications	1,500
Insurance	1,600
Registrations, membership dues, publications	1,000
Total other services and charges - personnel	<u>\$ 29,100</u>

OTHER SERVICES AND CHARGES DETAIL:

Wellness:

Repairs and Maintenance (exercise equipment)	\$ 800
Registration and travel for Wellness conferences	750
Total other services and charges - wellness	<u>\$ 1,550</u>

INFORMATION SYSTEMS



INFORMATION SYSTEMS

MISSION STATEMENT

City organizational and public needs drive technology development and the Information Systems Division (ISD) priorities. ISD develops the knowledge and resources to help city departments solve their business problems, serve their customers and move the city's mission and vision forward.

DEPARTMENTAL PROJECTS AND GOALS FOR 2012

- 1. Citywide:** Deployment of new site.
Continue research and development of web-based products and enhancements to online services including social media policies and uses, web interactivity, reporting and news updates.
Continue planning with departments on GIS technologies integrating with city databases.
Review of data records retention requirements and effects on online services.
- 2. Library:** Desktop Management upgrade or replacement for public environment.
- 3. Public Works & Engineering:** GIS review
- 4. Police:** Planning for and implementation of any changes to the Court Building technologies.
Continuation of development of Mobile technologies.
- 5. Fire:** Assist in technology planning and migrations with Fire consolidation project with Washougal Fire.
- 6. City Council:** Introduction of recording and online streaming of meetings, technology upgrades to council chambers to improve information to the public.
- 7. Document management review.**

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, printers and other hardware devices. 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 infrastructure. Providing network administration and system engineering.
- 4. Telecommunications.** Providing system and database administration and user support for the city's VOIP phone 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, programming and maintenance.

COMMENTS ON BUDGET APPROPRIATIONS

It is the mission of the division to continue to cautiously pursue technology projects where innovations are expected to improve service delivery or provide new or enhanced public services more efficiently - especially in today's economy where funding options continue to be very restrictive.

Council Chambers Wireless Technology Project A technology budget proposal has been submitted for 2012 to improve the agenda building and minute taking processes, enhance the website accessibility of meeting documentation, move the City towards a paperless agenda packet, and provide the citizens with streaming video of City Council meetings from the City's website. This project is expected to reduce staff time in preparing documentation for meetings, finalizing minutes, searching for past meeting documentation requested by citizens, while assisting the city to comply with records retention requirements mandated by the State.

The up-front costs for this project include video/audio equipment for the Council Chambers, software for video streaming and agenda/minute building, wireless hardware devices for council and mayor (providing compliance with e-mail and voice mail records retention requirements and access to a paperless agenda system).

The 2011 - 2012 enhancements to the city's website will provide the public with a more organized format to find or request new information. The new site will also provide new or improved services such as the on-line video presentation of City Council meetings, news feeds, city-wide calendar of events and additional on-line forms, reports and applications.

As the City's population continues to grow, it is ISD's mission to continue to develop and present additional on-line services for the citizens.

2011 HIGHLIGHTS

Projects in progress or completed in 2011 include:

1. The development of the City's new website featuring enhancements to the navigation menu, newsletters and registrations, social media, city-wide calendar, on-line reports and forms, and the review for providing city meetings on-line.
2. Final work to the City's VOIP phone, voice mail and call reporting systems.
3. Internet services review and upgrade. Adding capacity through a new service to meet the growing needs of the departments daily operations via the internet.
4. Ongoing updates to the various department-specific databases.
5. Installation of the Police Department's new electronic fingerprinting device.
6. Development of specialized Fire reports.
7. Relocation of Fire Station 192 to the Washougal Fire Station.
8. Relocated technologies and added network capacity to complete the reorganization and movement of cubicles within Finance, ISD, Public Works and Community Development work areas.
9. Tested and installed mobile hardware (wireless GX400 devices).
10. Upgraded Library Workflows.

INFORMATION SYSTEMS EXPENDITURE DETAIL

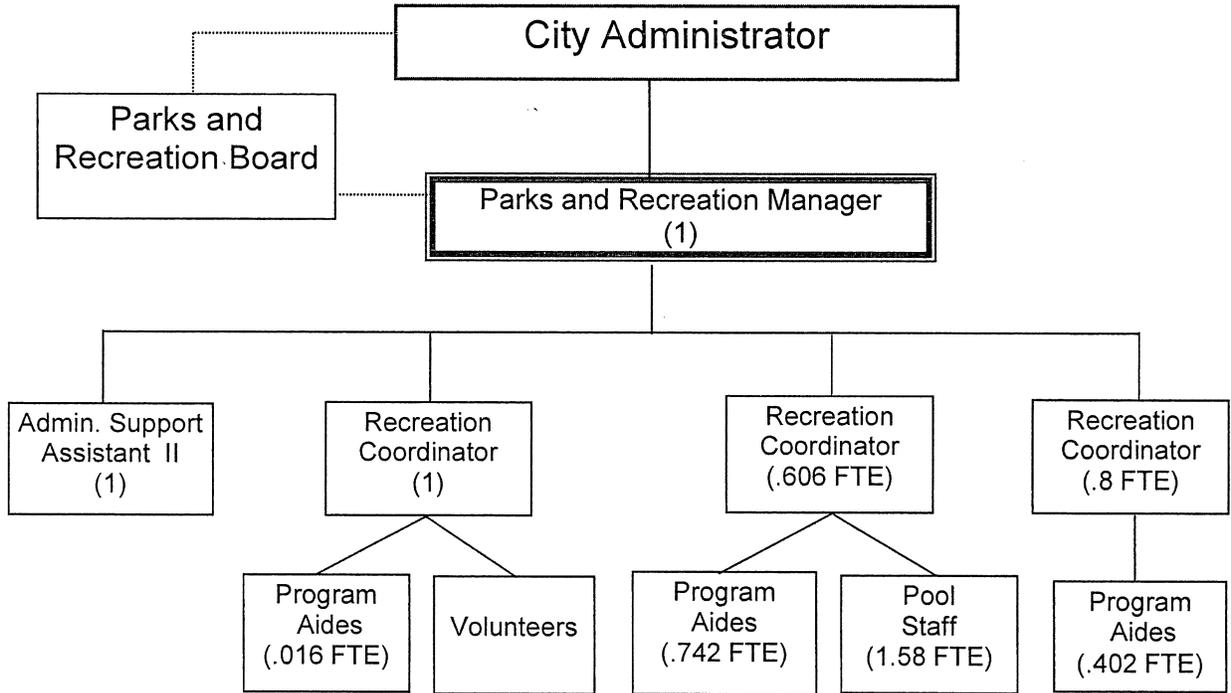
001.12		Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
518 900 INFORMATION SYSTEMS				
	Salaries and Wages	\$ 208,271	\$ 214,916	\$ 219,127
	Personnel Benefits	80,476	92,068	100,738
	Supplies and Small Tools (computer replacements)	48,723	31,900	40,100
	Other Services and Charges (licensing)	24,195	34,150	46,950
532 200 GIS SERVICES				
	Salaries and Wages	73,134	73,104	-
	Personnel Benefits	22,814	25,806	25,000
	Supplies and Small Tools	291	3,000	-
	Intergovernmental Services	-	10,000	
594 180 CAPITAL OUTLAY				
	Capital Outlay (machinery & equipment)	8,771	15,000	40,000
	TOTAL INFORMATION SYSTEMS	<u>\$ 466,674</u>	<u>\$ 499,944</u>	<u>\$ 471,915</u>
	% Increase (Decrease) Prior Year		7.13%	-5.61%

INFORMATION SYSTEMS PERSONNEL SCHEDULE	Actual Approp 2011	Estimated Required 2012
Manager of Information Systems	\$ 87,072	\$ 87,944
Information Systems Analyst	67,896	70,641
Information Systems Technician	59,448	60,042
GIS Coordinator	73,104	-
Overtime	500	500
Total Personnel	<u>\$ 288,020</u>	<u>\$ 219,127</u>
% Increase (Decrease) Prior Year		-23.92%

OTHER SERVICES AND CHARGES DETAIL:

Professional Services (Network, email, anti-virus, desktop licensing, system develop.)	\$ 36,900
Communication (telephone charges, internet access)	3,000
Travel	250
Insurance (liability)	2,800
Repairs and Maintenance of small office equipment	2,000
Registrations for classes, subscriptions	2,000
Total other services and charges	<u>\$ 46,950</u>

PARKS AND RECREATION



* Parks maintenance is shown in the Public Works Department

PARKS AND RECREATION

RECREATION

MISSION STATEMENT

Through provision of recreation and parks services, it enhances the quality of life and nurtures 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 industries and attracting economic development to the community known for a high quality of life.

DEPARTMENT GOALS FOR 2012

1. Provide a quality park, recreation, natural open space, and trail system that is efficient to administer and cost effective to maintain.
2. Encourage and actively pursue cooperation between governmental agencies, nonprofit organizations, and private business in providing park and recreation services.
3. Provide a diverse range of recreation programs, facilities, and services to serve multiple ages, populations, and interests.

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, a skateboard park, a boat launch and dock.

MAINTENANCE

MISSION STATEMENT

In response to budget reductions, maintain the parks, trails and open space at the highest level of service possible within budget constraints.

ACTIVITIES AND SERVICES

As part of the impacts of reduced budget authority, parks will be limiting irrigation and fertilization to reduce mowing requirements.

**PARKS AND RECREATION EXPENDITURE DETAIL
THREE YEAR COMPARISON**

001.18.		Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
574	200 PARTICIPANT RECREATION			
	Salaries and Wages	\$ 167,708	\$ 159,095	\$ 160,376
	Personnel Benefits	43,582	45,679	49,937
	Supplies	19,377	8,915	11,775
	Other Services and Charges	57,321	58,500	53,016
	Prof. Services (\$40,000 for instructors, concerts, referees/umpires), Rentals (\$12,616), Misc (\$400)			
575	400 TRAINING			
	Other Services and Charges	504	400	400
575	500 COMMUNITY CENTERS			
	Salaries and Wages	44,801	40,529	42,164
	Personnel Benefits	14,384	14,884	15,215
	Supplies	3,282	2,700	2,550
	Other Services and Charges	48,987	51,300	51,900
	Prof. Services (\$11,800 for janitorial)			
	Phones, utilities (\$21,000)			
	Insurance (\$10,000), Rentals (\$4,100)			
	Repairs and Maint. (\$2,500)			
	Miscellaneous (\$2,500)			
	Interfund Payments for Services	2,580	1,500	2,640
576	100 ADMINISTRATION			
	Salaries and Wages	70,960	73,140	73,871
	Personnel Benefits	27,420	31,390	33,570
576	200 SWIMMING POOLS			
	Salaries and Wages	69,502	44,267	44,340
	Personnel Benefits	12,360	7,049	9,674
	Supplies	10,992	9,100	6,000
	Other Services and Charges	55,504	27,700	26,900
	Professional Services (\$3,500), Insurance (\$6,600), Utilities (\$14,000), Repairs and Maint. (\$800), Miscellaneous (\$2,000)			
	Intergovernmental Services and Taxes	2,000	2,000	2,000

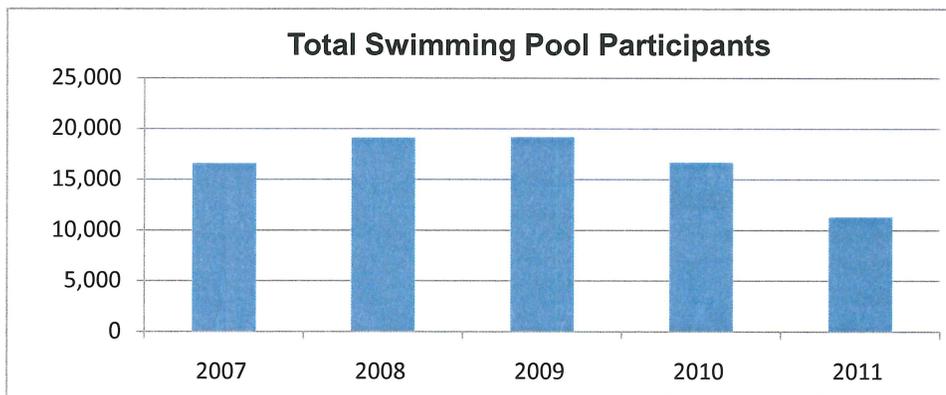
**PARKS AND RECREATION EXPENDITURE DETAIL
THREE YEAR COMPARISON**

001.18.		Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
576 800 GENERAL PARKS MAINTENANCE				
	Salaries and Wages	\$ 292,645	\$ 296,789	\$ 307,003
	Personnel Benefits	114,811	114,641	134,698
	Supplies	30,248	32,200	33,000
	Other Services and Charges	95,563	90,600	90,200
	Communication (\$2,200), Insurance (\$16,000)			
	Professional Services (\$2,000), Misc. (\$3,000)			
	Rentals (\$7,500), Utilities (\$52,000)			
	Repairs & Maint. (\$7,500)			
	Interfund Payments for Services	122,746	129,500	138,450
576 810 TRAIL MAINTENANCE				
	Salaries and Wages	28,143	30,091	30,508
	Personnel Benefits	10,222	12,312	14,330
	Supplies	68	5,000	5,000
	Other Services and Charges	-	3,000	500
	Repairs & Maint. (\$500)			
	Interfund Payments for Services	-	-	
576 820 OPEN SPACE MAINTENANCE				
	Salaries and Wages	28,108	30,091	30,508
	Personnel Benefits	10,210	12,312	14,330
	Supplies	20	1,000	-
	Other Services and Charges	-	1,000	2,000
	Repairs & Maint. (\$1,000), Prof. Services (\$1000)			
	Interfund Payments for Services	-	-	-
594	CAPITAL OUTLAY			
730	Community Center	109,665	-	-
	TOTAL PARKS AND RECREATION	<u>\$ 1,493,713</u>	<u>\$ 1,336,684</u>	<u>\$ 1,386,855</u>
	% Increase (Decrease) Prior Year		-10.51%	3.75%

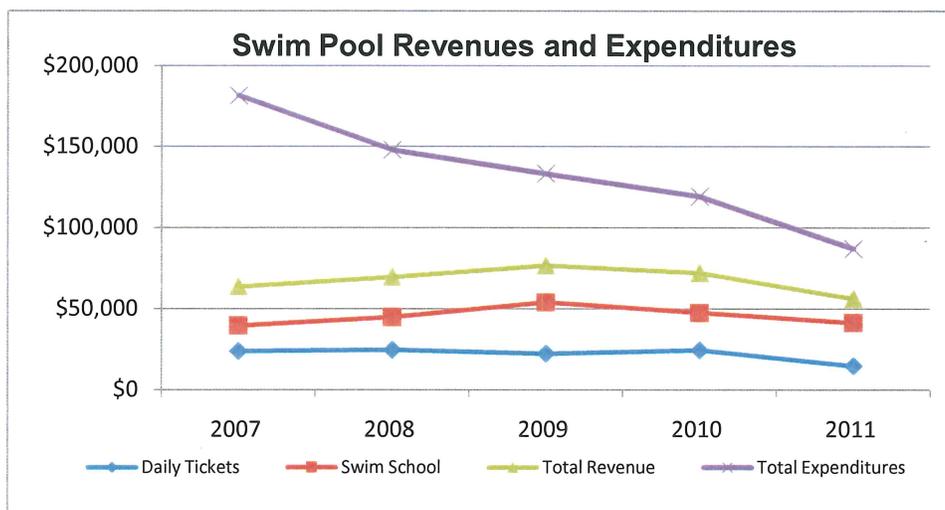
PARKS AND RECREATION PERSONNEL SCHEDULE	Actual Approp 2011	Estimated Required 2012
Parks and Recreation Manager	\$ 73,140	\$ 73,871
Recreation Coordinator (2.275 FTE)	128,112	129,393
Program Aides	30,483	30,483
Recreation Overtime	500	500
Admin. Support Assistant II (1 FTE - 2010, .97 - 2011)	40,379	42,014
Program Aides	-	-
Overtime	150	150
Recreation Coordinator (.13 FTE)	7,354	7,427

**PARKS AND RECREATION
PERSONNEL SCHEDULE CONTINUED**

	Actual Approp 2011	Estimated Required 2012
Swimming Pool Employees	\$ 36,113	\$ 36,113
Swimming Pool Overtime	800	800
Public Works Director (0 FTE 2010, .05 FTE - 2011)	-	5,430
Public Works Operation Supervisor (.20 FTE)	14,554	15,595
Lead Maintenance Worker	70,943	71,653
Senior Maintenance Worker (1.25 FTE)	78,765	79,553
Maintenance Worker II (2 FTE)	115,344	116,497
Maintenance Worker I (1 FTE)	51,612	53,291
Seasonal Maintenance Worker (2 at 6 mo. & 4 at 3 mo. = 2 FTE - 2010) (1 at 6 mo. & 2 at 3 mo. = 1 FTE - 2011)	23,753	24,000
Parks Maintenance Overtime	2,000	2,000
Total Parks and Recreation	\$ 674,002	\$ 688,770
% Increase (Decrease) Prior Year		2.19%



2007/2008 participant numbers reflect a more accurate system of recording daily usage from swim programs and open swim times.



Swim pool revenues include swimming lessons and other classes and activities. In 2009 and 2010, the pool season was ten weeks long. It was reduced by two weeks in 2011 to eight weeks.

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

\$4,000 is budgeted for the East County Family Service Center operated by the Children's Home Society of Washington. \$2,200 is budgeted to cover the estimated costs of a community clean-up effort sponsored by UCAN.

INFORMATION AND OUTREACH EXPENDITURE DETAIL THREE YEAR COMPARISON

001.24	Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
557 200 COMMUNITY INFORMATION SERVICES			
Community Information Services	\$ 6,500	\$ 4,500	\$ 4,000
557 210 NEIGHBORHOOD ASSOCIATION			
Supplies	-	200	100
Other Services and Charges	-	2,600	2,300
TOTAL INFORMATION AND OUTREACH	\$ 6,500	\$ 7,300	\$ 6,400
% Increase (Decrease) Prior Year		12.31%	-12.33%

OTHER SERVICES AND CHARGES DETAIL:

Communication	\$ 100
Miscellaneous (Spring Clean-up)	2,200
Total other services and charges	\$ 2,300

SENIOR PROGRAMS

ACTIVITIES AND SERVICES

The activities of the Camas seniors organization are supported again this year. The group offers group lunches and organized activities which provide socialization for seniors.

SENIOR PROGRAMS EXPENDITURE DETAIL THREE YEAR DETAIL

001.25.571	Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
290 Senior Programs			
Supplies	\$ -	\$ 300	\$ 300
Other Services and Charges	2,856	2,700	2,700
TOTAL SENIOR PROGRAMS	\$ 2,856	\$ 3,000	\$ 3,000
% Increase (Decrease) Prior Year		5.03%	0.00%
OTHER SERVICES AND CHARGES DETAIL:			
Communication			\$ 100
Travel			2,150
Insurance			350
Miscellaneous			100
Total			\$ 2,700

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 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 other governmental agencies will be deposited and accounted for in the fund.

GOALS FOR 2012

1. Major park and open space acquisition, consistent with adopted plans and council direction.
2. Continuing street reconstruction funded with REET proceeds.
3. Several REET funded capital projects listed below.
4. Fund some parks operations and maintenance expenses using \$250,000 in REET monies.

COMMENTS ON BUDGET APPROPRIATIONS

Transportation impact fees will also be transferred to the debt service fund for debt service payments to repay a portion of the Public Works Trust Fund (PWTF) favored loans for the SE 1st Street and Parker Street projects.

Park Impact Fees will be used for a number of parks and openspace projects, including open space acquisitions, Heritage Park improvements, 3rd Ave trailhead parking design, Goodwin Rd trailhead parking improvements, and Fallen Leaf Lake Park access improvements.

Real Estate Excise Tax (REET) revenues will be used for several eligible projects. The projects include: the annual roadway preservation program, wireless technology upgrades in the council chambers, cemetery memorial design, and debt payments for the PWTF loan for the 2002 street reconstruction project. New for 2012 is transfer of REET to the General Fund to help fund parks operations and maintenance expenses.

Additionally, Fire Impact Fees will be used to make the scheduled debt payment for a fire engine.

GROWTH MANAGEMENT ACT CAPITAL PROJECTS FUND

REVENUE DETAIL THREE YEAR COMPARISON

300.00		Actual Revenue 2010	Adjusted Estimated 2011	Estimated Revenue 2012
291	740 Beginning Appropriated Fund Balance	\$ -	\$ 339,680	\$ 479,520
317	Taxes:			
	Local Real Estate Excise Tax	746,784	750,000	600,000
	Total Taxes	746,784	750,000	600,000
	Intergovernmental Revenue:			
333	100 Federal Grant Indirect - IAC	3,997	495,000	-
334	027 State Grant IAC	452,705	970,000	-
334	027 State Grant - WWRP	7,161	-	-
337	010 Conservation Futures-County	-	430,000	-
339	214 ARRA - CDBG	89,987	-	-
	Total Intergovernmental Revenue	553,851	1,895,000	-
345	Charges for Goods and Services:			
850	00 Impact Fees-Parks & Open Space	318,551	250,000	200,000
850	10 Impact Fees-Transportation	573,729	325,000	275,000
850	20 Impact Fees-Fire	93,040	30,000	40,000
	Total Charges for Goods and Services	985,321	605,000	515,000
	Miscellaneous Revenue:			
361	110 Investment Interest	8,673	15,000	4,000
	Total Miscellaneous Revenue	8,673	15,000	4,000
	Total Estimated Revenues	2,294,628	3,604,680	1,598,520
	Total Estimated Resources	\$ 2,294,628	\$ 3,604,680	\$ 1,598,520

**GROWTH MANAGEMENT ACT CAPITAL PROJECTS FUND
EXPENDITURE DETAIL
THREE YEAR COMPARISON**

300.00		Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
	Other Services and Charges			
594	XXX Miscellaneous	\$ 21,570	\$ -	\$ -
	Total Capital Outlay	<u>21,570</u>	<u>-</u>	<u>-</u>
	Capital Outlay:			
594	760 Park Facilities	139,835	150,000	185,000
	790 Other Open Space	31,343	2,150,000	150,000
	950 Pedestrian Paths/Trails	868,253	-	100,000
	Total Capital Outlay	<u>1,039,432</u>	<u>2,300,000</u>	<u>435,000</u>
	Other Financing Uses:			
597	000 Transfers Out	1,186,977	1,304,680	1,163,520
	Total Growth Management Capital Project Fund	<u>\$ 2,247,979</u>	<u>\$ 3,604,680</u>	<u>\$ 1,598,520</u>

GROWTH MANAGEMENT ACT CAPITAL PROJECTS FUND

Capital Outlay Detail:

Third Avenue Trailhead, Design/Permit	\$ 20,000
Goodwin Road Trailhead Parking Addition	80,000
Heritage Park Trailer Area Conversion	75,000
South Parking Area (east of Moose Lodge) Improvements	35,000
Fallen Leaf Lake Park Access Improvement	25,000
General Park Improvements	50,000
Openspace Acquisitions	150,000
Total Capital	<u>\$ 435,000</u>

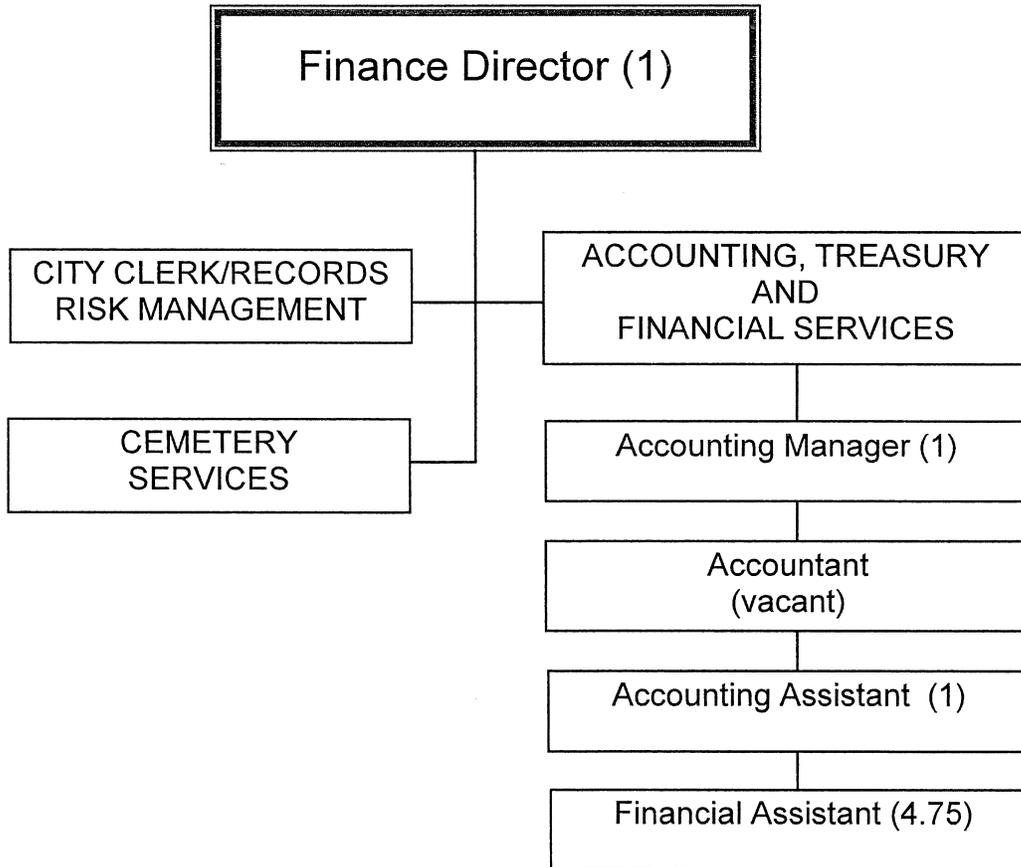
Transfers Out Detail:

Fire Impact Fees:	
Debt payments - 2008 fire engine loan	\$ 67,406
Transportation Impact Fees:	
Debt payments - Parker Street	179,164
Debt payments - Lake Road	187,541
Real Estate Excise Tax I:	
Cemetery memorial design	10,000
Parks Operations and Maintenance	125,000
Wireless Technology upgrades - Council Chambers	40,000
Real Estate Excise Tax II:	
Parks Operations and Maintenance	125,000
Roadway Preservation	300,000
Debt payments - Street Reconstruction	129,409
Total Transfers Out	<u>\$ 1,163,520</u>

Projected GMA Activities and Fund Balances

	Transportation Impact Fee	Park & Openspace Impact Fee	Fire Impact Fee	Reet 1	Reet 2	Totals
Anticipated Balance Dec. 31, 2011	\$ 373,154	\$ 333,767	\$ 33,745	\$ -	\$ 543,860	\$ 1,284,526
2012 Projections						
Revenues:	275,000	200,000	40,000	300,000	300,000	1,115,000
Investment interest				-	-	4,000
Total Resources	\$ 648,154	\$ 533,767	\$ 73,745	\$ 300,000	\$ 843,860	\$ 2,403,526
Expenses:						
Fire						
New Fire Engine - debt payment	\$ -	\$ -	\$ 67,406	\$ -	\$ -	\$ 67,406
Transportation						
1996 PWTF Loan Payment	110,893	-	-	-	-	110,893
1997 PWTF Loan Payment	68,271	-	-	-	-	68,271
2001 PWTF Loan Payment	34,914	-	-	-	-	34,914
2003 PWTF Loan Payment	152,627	-	-	-	-	152,627
Parks/Open Space						
3rd Ave Trailhead design & permit	-	20,000	-	-	-	20,000
Goodwin Rd trailhead parking	-	80,000	-	-	-	80,000
Open space acquisitions	-	150,000	-	-	-	150,000
Heritage Park design & parking improve.	-	75,000	-	-	-	75,000
Heritage Park south parking improve.	-	35,000	-	-	-	35,000
Fallen Leak Lake Park access improve.	-	25,000	-	-	-	25,000
Reet 1						
Transfer to General Fund for parks O&M	-	-	-	125,000	-	125,000
Cemetery memorial design	-	-	-	10,000	-	10,000
Wireless technology upgrades in City Hall	-	-	-	40,000	-	40,000
Reet 2 - Growth Related						
Transfer to General Fund for parks O&M	-	-	-	-	125,000	125,000
2002 PWTF Loan Payment - Street Reconstructs	-	-	-	-	129,409	129,409
Roadway Preservation	-	-	-	-	300,000	300,000
General Parks Improvements	-	-	-	-	50,000	50,000
Total Expenses	366,705	385,000	67,406	175,000	604,409	1,598,520
Anticipated Balance Dec. 31, 2012	\$ 281,449	\$ 148,767	\$ 6,339	\$ 125,000	\$ 239,451	\$ 801,006

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 city departments it serves using the most advanced, available and affordable technology.

DEPARTMENTAL GOALS FOR 2012

1. Continue verifying and updating the cemetery records database.
2. Participate on the city team to find long term solutions to improve the financial condition of the General Fund, Cemetery Fund and the EMS Fund.
3. Analyze collection and accounting of ambulance billings.
4. Prepare Comprehensive Annual Financial Report (CAFR) after taking one year off after 23 years of receiving awards in excellence in financial reporting.

ACTIVITIES AND SERVICES

The Finance Department consists primarily of the following service areas:

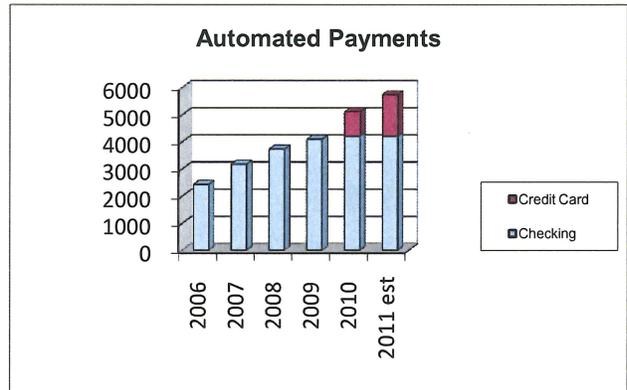
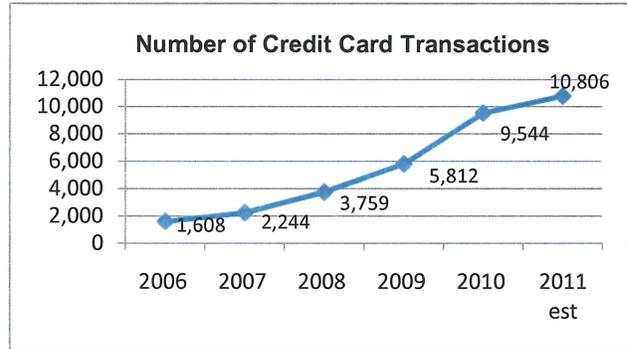
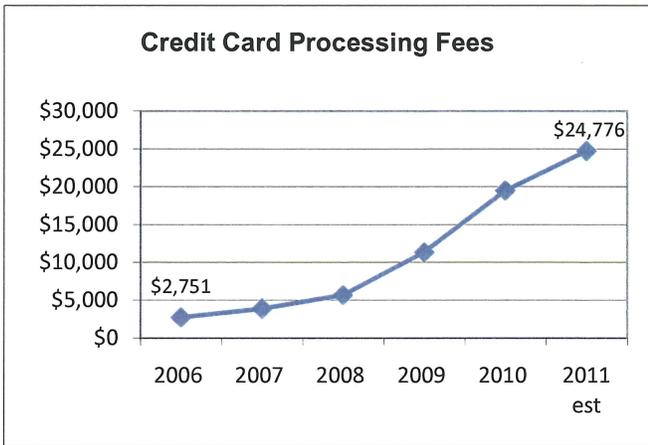
Accounting/Financial Services	Records/Risk Management
Budgeting and Accounting	City Clerk duties
Financial Reporting	Information archival
Utility Billing and Receipting	Records Searches
Payroll and Benefits Reporting	Insurance Management
Ambulance Billing & Receipting	Municipal Code
Accounts Payable	Claims & Risk Management
Accounts Receivable	Cemetery financial and historical records
Cash and Investment Management	Parking ticket collections
Equipment Rental Accounting	

COMMENTS ON BUDGET APPROPRIATIONS

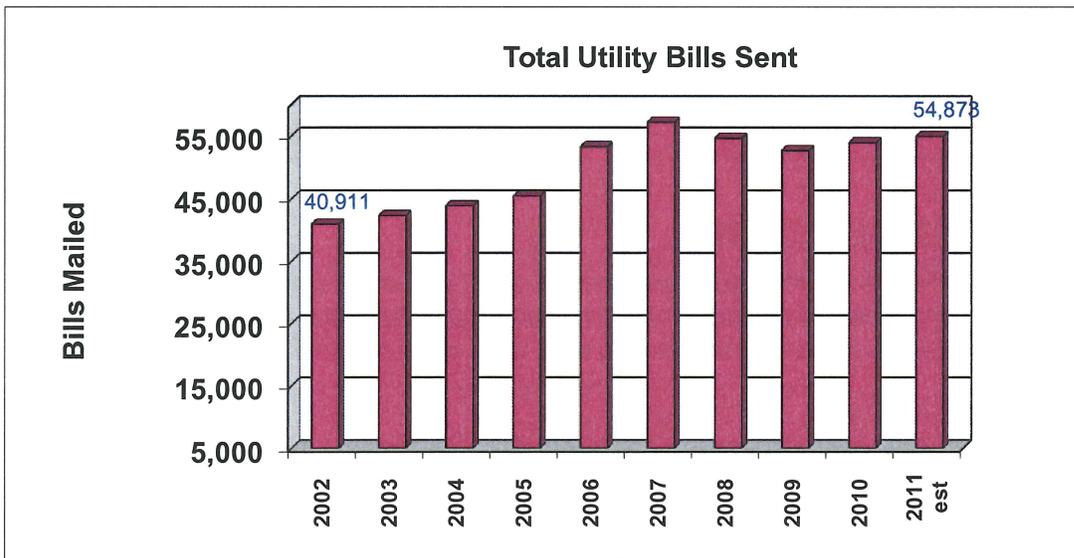
This is the second year that the Finance Department has been without a staff person filling the Accountant position. The duties of the Accountant are being completed by the Accounting Assistant, the Accounting Manager, an outside contractor and the Finance Director limiting other tasks and projects we can complete timely.

STATISTICAL INFORMATION

The Finance Department is the core of many central services for the City. Superior customer service and improved processes are constant goals. The following charts reflect growth trends that influence change in processes and procedures to offer prompt customer service with limited staff. Many customers pay their utility bills on-line, referred to as web payments; phone in to use a credit card; or use the city's automatic recurring web pay service, reducing the number of daily receipts in the office. The significant increase in the number of credit card transactions between 2009 and 2010 reflects the addition of web payments. With the addition of credit card payments; however, has come an increase in the fees the city pays for credit card processing.



Total bills have doubled in the past ten years. In 2006, the number of utility bills sent increased drastically with the implementation of a second set of past due notices mailed to customers. This was implemented in May 2006 and discontinued in August 2008. The 2008 decline reflects the decision to cease mailing second past due notices.



**FINANCIAL AND RECORDS SERVICES EXPENDITURE DETAIL
THREE YEAR COMPARISON**

001.04.514	Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
100 ADMINISTRATION			
Salaries and Wages	\$ 167,991	\$ 175,215	\$ 179,317
Personnel Benefits	48,249	56,837	57,117
Other Services and Charges	2,408	2,600	3,300
230 FINANCIAL SERVICES			
Salaries and Wages	333,274	299,263	307,444
Personnel Benefits	117,163	103,424	107,110
Supplies	1,044	3,000	2,750
Other Services and Charges	26,432	32,800	32,100
400 TRAINING			
Other Services and Charges	50	1,000	1,000
TOTAL FINANCIAL AND RECORDS SERVICES	<u>\$ 696,611</u>	<u>\$ 674,139</u>	<u>\$ 690,138</u>
% Increase (Decrease) Prior Year		-3.23%	2.37%

FINANCE PERSONNEL SCHEDULE	Actual Approp 2011	Estimated Required 2012
Finance Director	\$ 103,932	\$ 104,971
Accounting Manager	71,283	74,346
Accountant	-	-
Accounting Assistant	57,708	58,285
Financial Assistant II (4.75 FTE)	240,555	248,159
Overtime	1,000	1,000
Total Salaries	<u>\$ 474,478</u>	<u>\$ 486,761</u>
% Increase (Decrease) Prior Year		2.59%

OTHER SERVICES AND CHARGES DETAIL:

Administration:

Professional Services	\$ 500
Communication	700
Travel	300
Subscriptions, membership dues	1,800
Total other services and charges	<u>\$ 3,300</u>

Financial Services:

Professional Services - (Bank fees, software licensing)	\$ 24,000
Communication (telephone charges)	3,500
Travel	-
Insurance (liability)	2,700
Repairs and maintenance of small office equipment	400
Registrations for classes, subscriptions, membership dues	1,500
Total other services and charges	<u>\$ 32,100</u>

OTHER GENERAL GOVERNMENTAL SERVICES

FUNCTION

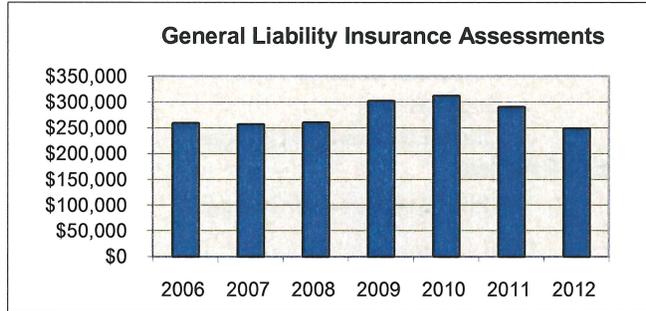
The other general governmental services section of the budget provides for all expenses of general operations of the city not provided under a specific fund and department.

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 assessment to Washington Cities Insurance Authority is included in the budget of this department with a city- wide assessment in 2012 of \$248,561.



OTHER GENERAL GOVERNMENT SERVICES DETAIL THREE YEAR COMPARISON

001.07	Actual Expended 2010	Actual Aprop 2011	Estimated Required 2012
519 900 MISCELLANEOUS			
Supplies	\$ 11,624	\$ 7,500	\$ 6,500
Other Services and Charges	105,722	106,200	105,400
Intergovernmental Services and Taxes	27,703	29,100	30,500
Interfund Payments for Services	11,613	11,616	12,000
531 700 AIR POLLUTION CONTROL			
Intergovernmental Services and Taxes (\$.33 per capita)	5,511	5,594	5,679
567 000 MENTAL AND PHYSICAL HEALTH			
Intergovernmental Services and Taxes	4,395	3,750	5,100
TOTAL OTHER GENERAL GOVERNMENT SERVICES	\$ 166,568	\$ 163,760	\$ 165,179
		-1.69%	0.87%

OTHER SERVICES AND CHARGES DETAIL:

Professional Services (AWC membership - \$10,588, bond fiscal agent, website fee)	\$ 22,000
Communication (postage, telephone charges)	11,000
Operating rentals and leases (postage meter, post office box)	1,700
Insurance (General Fund's portion of liability, property, and fidelity)	52,700
Repairs and Maintenance (copy machines, phone maint.)	4,000
Code book updates, Chamber of Commerce membership, state purchasing fee	14,000
Total other services and charges	\$ 105,400

UNLIMITED TAX GENERAL OBLIGATION BOND REDEMPTION

MISSION STATEMENT

This fund accounts for the payment of principal and interest on the bonds issued in 2000 to expand and remodel the city library and the 2005 refunding bonds which refinanced the last ten years of the original library bond issue at a lower interest rate. The original bond issue of 2000 is paid off, only the refunding bonds remain.

REVENUE DETAIL THREE YEAR COMPARISON

239.00	Actual Revenue 2010	Adjusted Estimated 2011	Estimated Revenue 2012
Taxes:			
361 111 Real and Personal Property	\$ 622,123	\$ 624,069	\$ 624,011
Total Estimated Resources	<u>\$ 622,123</u>	<u>\$ 624,069</u>	<u>\$ 624,011</u>

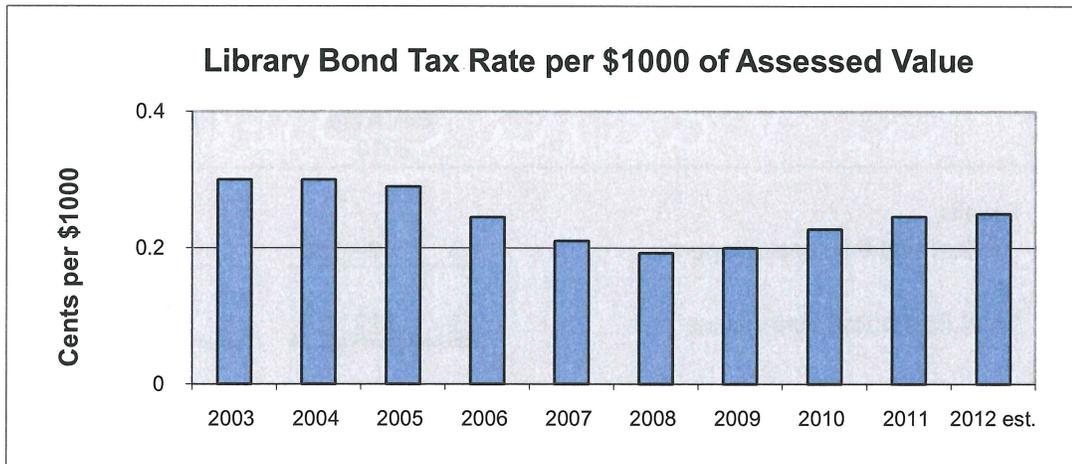
EXPENDITURE DETAIL THREE YEAR COMPARISON

239.00	Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
Redemption of General Long Term Debt			
591 720 Principal on Library Bonds	\$ 412,000	\$ 434,000	\$ 450,000
Interest and Other Debt Service			
592 720 Interest on Library Bonds	<u>210,123</u>	<u>190,069</u>	<u>174,011</u>
Total Unlimited Tax General Obligation Bond Redemption Fund	<u>\$ 622,123</u>	<u>\$ 624,069</u>	<u>\$ 624,011</u> -0.01%

**UNLIMITED TAX GENERAL OBLIGATION
BOND REDEMPTION SCHEDULES**

2005 Refunding Library Bonds

	Principal	Interest	Total	Last Year of Payment
2012	\$ 450,000	\$ 174,011	\$ 624,011	
2013	466,000	157,361	623,361	
2014	486,000	140,119	626,119	
	<u>\$ 1,402,000</u>	<u>\$ 471,491</u>	<u>\$ 1,873,491</u>	2020



LIMITED TAX GENERAL OBLIGATION BOND REDEMPTION

MISSION STATEMENT

This fund accounts for the principal and interest on bonds issued in 1996 to construct the police facility and refund a CERB loan. As of 2011, that bond is paid off. This fund also accounts for the principal and interest for two Public Works Trust Fund loans for Parker Street, SE 1st Street road improvements, the 2002 street reconstruction project and a 2008 loan obtained for a fire engine.

REVENUE DETAIL THREE YEAR COMPARISON

240.00	Actual Revenue 2010	Adjusted Estimated 2011	Estimated Revenue 2012
Taxes:			
311 100 Real and Personal Property	\$ 300,400	\$ 300,533	\$ -
Total Taxes	300,400	300,533	-
Other Financing Sources:			
397 000 Operating Transfers In:	575,837	569,680	563,520
Total Other Financing Sources	575,837	569,680	563,520
Total Estimated Resources	\$ 876,237	\$ 870,213	\$ 563,520

**LIMITED TAX GENERAL OBLIGATION EXPENDITURE DETAIL
THREE YEAR COMPARISON**

240.00			Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
591	210	Police Facility/Principal	\$ 220,000	\$ 285,000	\$ -
	210	Pacific Rim Blvd/Principal	50,000	-	-
	220	Fire Pumper/Engine Loan/Principal	52,593	54,723	56,940
	595	SE 1st Street Road Improvements/Principal	33,252	33,252	33,252
	595	Parker Street 1996/Principal	96,429	96,429	96,429
	595	Parker Street 1997/Principal	57,857	57,857	57,857
	595	SE 1st Street Construction/Principal	143,988	143,988	143,988
	595	Street Reconstruction/Principal	128,765	128,765	128,765
592	210	Police Facility/Interest	27,413	15,533	-
	210	Pacific Rim Blvd/Interest	2,700	-	-
	220	Fire Pumper Truck Interest	14,813	12,682	10,465
	595	SE 1st Street Road Improvements/Interest	1,995	1,829	1,663
	595	Parker Street 1996/Interest	20,250	17,357	14,464
	595	Parker Street 1997/Interest	13,886	12,150	10,414
	595	SE 1st Street Construction/Principal	10,079	9,359	8,639
	595	Street Reconstruction/Principal	1,931	1,288	644
Total Limited Tax General			<u>\$ 875,950</u>	<u>\$ 870,212</u>	<u>\$ 563,520</u>
Obligation Bond Redemption Fund					-35.24%

Parker Street - 1996 PWTF Loan

	Principal	Interest	Total	Last Year of Payment	Funding Source
2012	\$ 96,429	\$ 14,464	\$ 110,893		
2013	96,429	11,571	108,000		
2014	96,429	8,679	105,108	2016	TIF

Parker Street - 1997 PWTF Loan

	Principal	Interest	Total	Last Year of Payment	Funding Source
2012	\$ 57,857	\$ 10,414	\$ 68,271		
2013	57,857	8,679	66,536		
2014	57,857	6,943	64,800	2017	TIF

SE 1st Street Improvements - 2001 PWTF Loan

	Principal	Interest	Total	Last Year of Payment	Funding Source
2012	\$ 33,252	\$ 1,663	\$ 34,915		
2013	33,252	1,496	34,748		
2014	33,252	1,330	34,582	2021	TIF

SE 1st St. Construction - 2003 PWTF Loan

	Principal	Interest	Total	Last Year of Payment	Funding Source
2012	\$ 143,988	\$ 8,639	\$ 152,627		
2013	143,988	7,919	151,907		
2014	143,988	7,199	151,187	2023	TIF

Street Reconstruction - 2002 PWTF Loan

	Principal	Interest	Total	Last Year of Payment	Funding Source
2012	\$ 128,764	\$ 644	\$ 129,408	2012	REET II

Fire Engine - 2008 Loan

	Principal	Interest	Total	Last Year of Payment	Funding Source
2012	\$ 56,940	\$ 10,465	\$ 67,406		FIF &
2013	59,247	8,159	67,406		REET 1
2014	61,647	5,759	67,406	2016	

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 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 retired fire marshal and two firefighters receiving subsidy payments to their state pension.

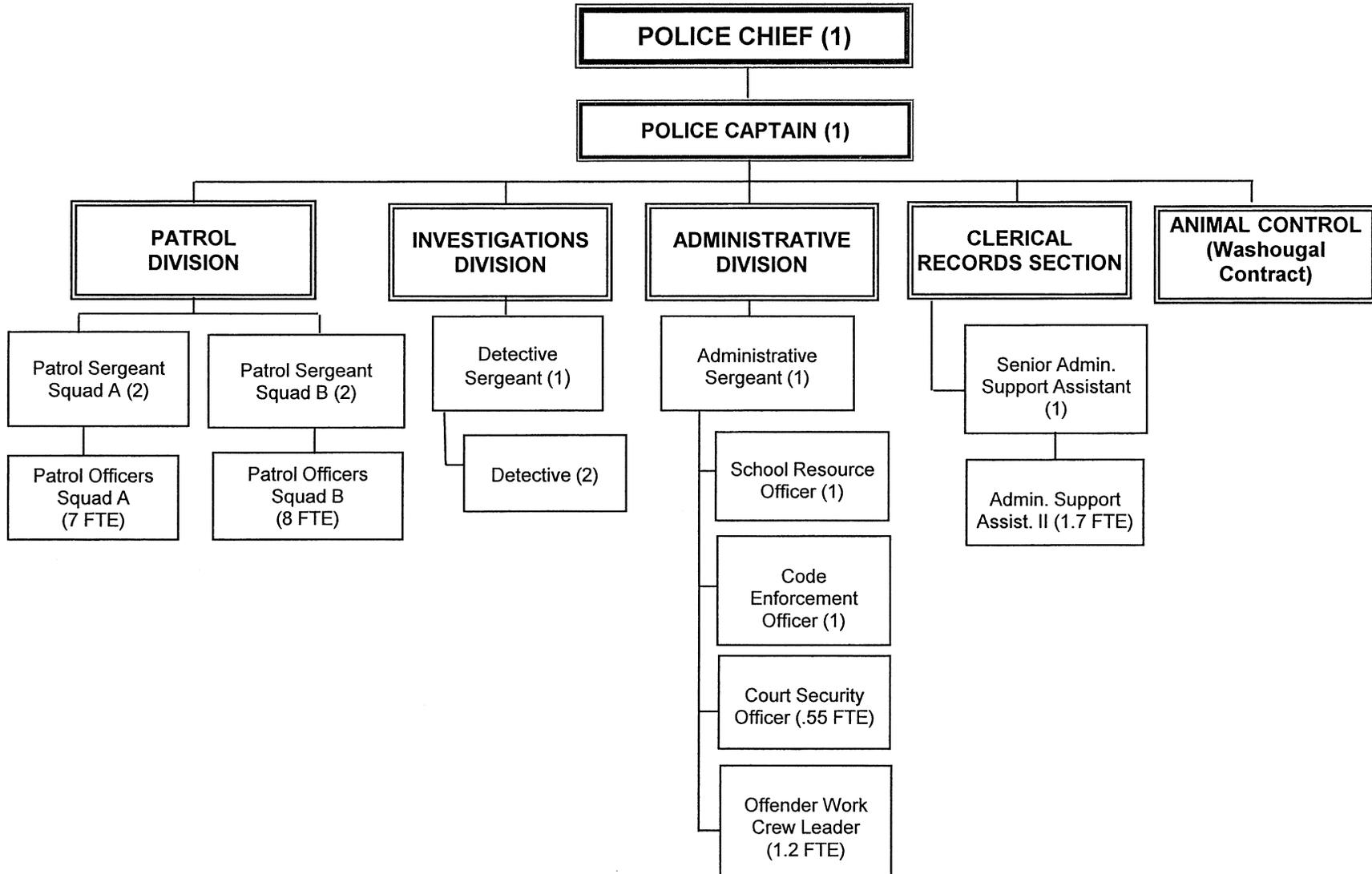
REVENUE DETAIL THREE YEAR COMPARISON

			Actual Revenue 2010	Adjusted Estimated 2011	Estimated Revenue 2012
611.00					
Miscellaneous Revenues:					
361	110	Investment Interest	\$ 20,339	\$ -	\$ -
369	000	Employer Contribution	36,432	25,000	25,000
Total Miscellaneous Revenues			56,771	25,000	25,000
Total Estimated Revenues			\$ 56,771	\$ 25,000	\$ 25,000

EXPENDITURE DETAIL THREE YEAR COMPARISON

			Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
611.00.522					
Disability and Retirement:					
200		Pension and Disability	\$ 14,719	\$ 25,000	\$ 25,000
Total Firemen's Pension			\$ 14,719	\$ 25,000	\$ 25,000

POLICE DEPARTMENT



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

In 2011 the City of Camas took over managing certain cost centers of the Camas/Washougal Municipal Court when Clark County found they could no longer afford to support the satellite operation. Although the County had desired to transfer court operations to downtown Vancouver, the two cities took steps to maintain the court function in East County. The partial transition of the court function back to the City has resulted in reduced expenditures, but also resulted in reduced service levels to the community. The Camas/Washougal Municipal Court is currently closed to the public on Mondays, Wednesdays and Fridays.

While the City took over managing the infrastructure expenses for the facility, it kept that part of the contract for all of the Clark County employees, including the judges and clerks. For 2012, we will examine the advantages and disadvantages of completely ending the contract with District Court and moving to a full service court.

**JUDICIAL EXPENDITURE DETAIL
THREE YEAR COMPARISON**

001.02.	Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
512 500 MUNICIPAL COURT			
Supplies	\$ 268	\$ 18,000	\$ 8,000
Other Services and Charges	-	85,000	84,500
Intergovernmental Services and Taxes	152,700	122,000	124,500
Professional services (\$21,000 for janitorial, courier services)			
Communication (\$1,500)			
Operating Rents (\$28,500)			
Insurance (\$1,000)			
Public Utility (\$16,000)			
Repairs (\$6,000)			
Misc. (\$10,500)			
512 810 INDIGENT DEFENSE			
Other Services and Charges	<u>49,600</u>	<u>48,000</u>	<u>48,000</u>
TOTAL JUDICIAL	<u>\$ 202,568</u>	<u>\$ 273,000</u>	<u>\$ 265,000</u>
% Increase (Decrease) Prior Year		34.77%	-2.93%

LAW ENFORCEMENT DEPARTMENT

MISSION STATEMENT

The mission of the Camas Police Department is to protect lives and property in our community and to maintain public order.

DEPARTMENTAL GOALS FOR 2012

Highest on the priority list of goals for the department in the coming year is to hire and train to our allotted enforcement levels. In mid to late 2011 we lost two police officers - one to retirement and one who left to go to another law enforcement agency. As we enter 2012, we are also mindful of an announced retirement of our Social Service Specialist. The department plans to budget to fill that position with a fully commissioned police officer. For an agency our size, to hire and train three (3) new police officers will be a challenge. During 2012 we expect to have challenges surrounding our staff shortage in uniformed patrol. Our goal is to manage this temporary shortage and still maintain appropriate and fiscally responsible controls on the usage of over-time compensation.

A secondary goal, but related, will be to adjust for the loss of the Social Service Specialist by ensuring all of the duties performed by that position are covered through a new department alignment that doesn't include that civilian position.

The department continues to maintain the certification as an accredited law enforcement agency and is focusing on preparing for our re-certification process that is coming up in 2013.

ACTIVITIES AND SERVICES

The activities of the Police Department are varied and encompass a wide degree of services not normally associated with the standard police function. Of course, they include enforcing criminal violations, traffic enforcement, investigating a variety of non-criminal complaints and providing safety for persons and property. We also perform downtown parking enforcement and nuisance abatement through the work of a Code Enforcement Officer. The Camas School District and the City of Camas co-fund one full-time police officer position to provide safety and protection to our schools. The offender work crew program continues to provide services back to the community while reducing costs in prisoner incarceration fees paid to Clark County.

We operate a detective unit that is planned to be staffed by three sworn officers this coming year. This unit conducts investigations into serious crime, including person crimes, narcotics and vice crimes. The detective unit will handle investigations of sexual assaults and child abuse.

Through a cooperative effort with the City of Washougal, we receive animal control services on a contract basis. The City of Washougal is also a partner in the operation of the local municipal court. Unique to this cooperative approach, both cities share the costs of both of these programs without any charges for administrative overhead. Through this true "actual cost" approach both communities are able to enjoy these services at the lowest possible cost to the taxpayer.

COMMENTS ON BUDGET APPROPRIATIONS

The 2011 budget was the fourth consecutive year in which the Police Department took steps to reduce expenditures. A planned and authorized hire of a police officer in 2011 was abandoned mid-year in order to reduce the stress on the general fund. Returning those unspent dollars to the general fund has been necessary to help to balance the city's overall obligations in other departments and areas.

As we enter 2012, the "officers per thousand" ratio continues a steady downward trend that has been taking place over the last 10 years. We are projected to be at a staff of 1.29 police officers for every 1,000 residents of the City during this next budget year. This ratio peaked in 1999, during the Clinton era "COPS" programs, when the community enjoyed a level of 2.02 police officers for every 1,000 residents.

In 2006, FCS Group, consulting with Paul Lewis, examined the levels the City of Camas had for law enforcement and compared that level to other like cities. At the time, the group average was 1.55 police officers per every thousand residents. At the time, the City of Camas had a ratio of 1.64 police officers per thousand residents. To return to this same 2006 ratio (1.64) the City would need to authorize a force of 33 sworn officers. While that goal fails to be reasonable in such times, the concept of not allowing the problem to grow more severe merits attention.

Our community is growing and for the first time will move past the population mark of twenty thousand residents. With growth comes the inevitable demands for police services. There is no getting around the fact that the equation of increased demands and decreased resources (fewer police officers) to meet those demands will result in customer dissatisfaction. While recognizing the City of Camas is struggling with finding ways to fund all municipal services, there is a clear and undeniable trend that we are currently following that will at some point become problematic in the police department.

**LAW ENFORCEMENT EXPENDITURE DETAIL
THREE YEAR COMPARISON**

001.08.		Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
521 100 ADMINISTRATION				
	Salaries and Wages	\$ 310,368	\$ 342,272	\$ 356,307
	Personnel Benefits	107,054	137,252	131,500
	Supplies	5,424	4,700	4,700
	Other Services and Charges			
	Professional Services	3,323	2,000	6,000
	Communications (\$100), Travel (\$1,500)	4,871	7,400	8,400
	Repairs/Maint. (\$2,000), Registrations and laundry (\$8,500)			
	Interfund Payments for Services	15,156	26,358	26,359
521 220 POLICE OPERATIONS				
	220 PATROL AND INVESTIGATIONS			
	Salaries and Wages	1,747,768	1,826,300	1,885,699
	Overtime	54,013	52,000	55,000
	Personnel Benefits	680,689	697,193	725,900
	Supplies	12,262	20,550	32,700
	Other Services and Charges	29,240	25,605	26,050
	Professional Service (\$2,500)			
	Uniform cleaning (\$8,500), Communication (\$300)			
	Insurance (\$10,750 liability), Travel (\$1,500),			
	Advertising (\$500), Repairs and Maint. (\$2,000)			
	Intergovernmental Services	14,289	15,000	18,000
	Interfund Payments for Services	184,678	185,857	182,070
300 COMMUNITY SERVICES				
	Salaries and Wages	52,886	-	-
	Personnel Benefits	25,769	-	-
	Supplies	412	-	-
	Other Services and Charges	491	-	-
	Intergovernmental Services	-	-	-
	Interfund Payments for Services	3,552	-	-
400 TRAINING				
	Supplies	8,300	9,000	9,000
	Other Services and Charges	11,577	14,000	14,725
	Travel (\$7,000)			
	Registrations, publications (\$7,725)			
	Intergovernmental Services	-	2,000	9,000
500 FACILITIES				
	Salaries and Wages	6,758	8,000	8,000
	Personnel Services	2,365	2,700	2,700
	Supplies	8,052	8,500	8,500
	Other Services and Charges	75,204	85,630	86,300
	Insurance (\$9,500 property insurance),			
	Public Utilities (\$47,000)			
	Repairs and Maintenance (\$13,000)			
	Janitorial and mat cleaning services (\$16,800)			

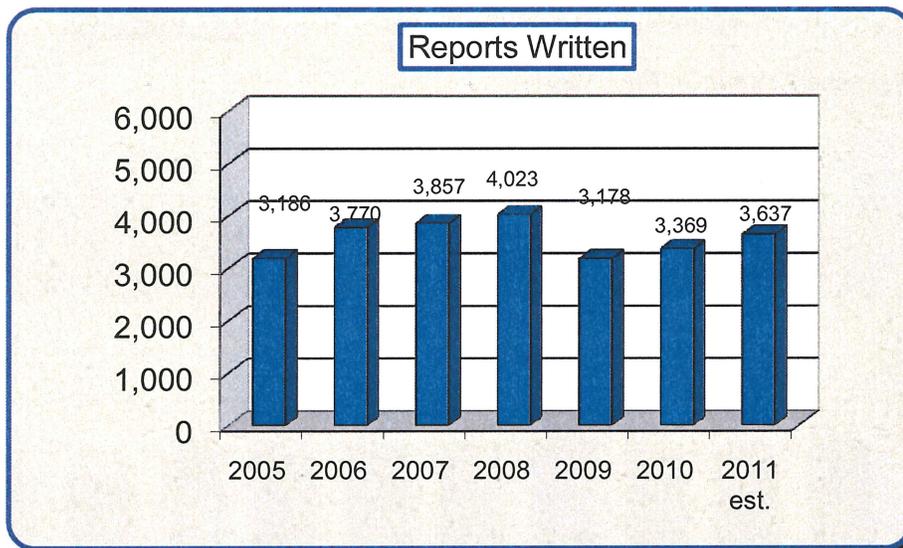
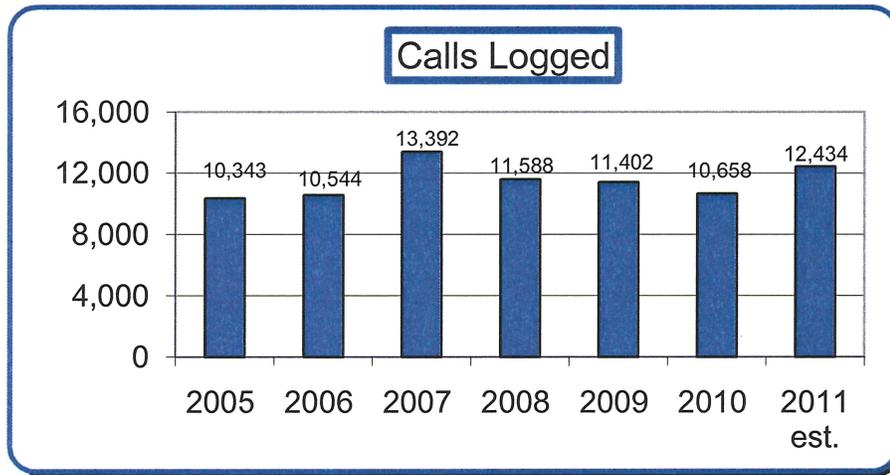
**LAW ENFORCEMENT EXPENDITURE DETAIL
THREE YEAR COMPARISON**

(Continued)

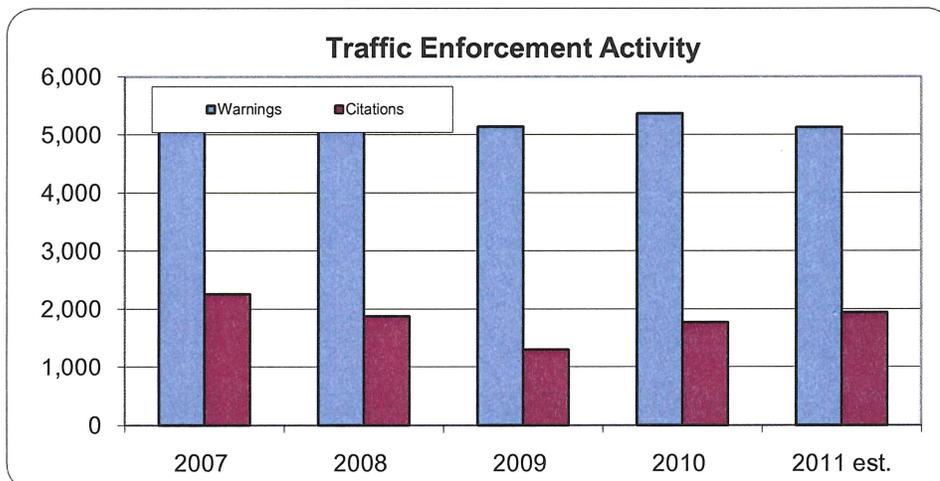
001.08		Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
	900 CODE ENFORCEMENT			
	Salaries and Wages	-	57,208	56,105
	Personnel Benefits	22	29,507	30,088
	Supplies	-	900	900
	Other Services and Charges	866	1,200	1,400
	Miscellaneous (\$900), Travel (\$500)			
	Interfund Payments for Services	1,800	5,486	5,486
	920 OTHER MUNICIPAL SERVICES - SOCIAL SERVICES			
	Salaries and Wages	67,336	66,788	42,524
	Personnel Benefits	17,733	20,997	8,000
	Other Services and Charges	533	550	-
	930 FINGERPRINTING/OTHER AGENCY			
	Intergovernmental Professional Services	2,387	3,000	6,500
	950 DISABILITY AND RETIREMENT LEOFF-1			
	Personnel Benefits	99,522	115,500	126,000
528	600 COMMUNICATION, OPERATIONS, CONTRACTED SERVICES			
	Supplies	658		
	Intergovernmental Services	214,840	227,250	224,500
528	800 COMMUNICATIONS, GENERAL			
	Supplies	-	350	350
	Other Services and Charges	20,633	26,500	26,500
	Communication (\$23,500 cell phones, pagers, telephone, \$1,500 Smead software contract)			
	Repairs and Maintenance (\$1,500 repair phones and radios)			
591	210 CAPITAL OUTLAY			
	Machinery and Equipment	10,035	-	-
	TOTAL LAW ENFORCEMENT AND COMMUNICATIONS	<u>\$ 3,800,866</u>	<u>\$ 4,027,553</u>	<u>\$ 4,125,263</u>
	% Increase (Decrease) Prior Year		5.96%	2.43%

Statistics

The charts below reflect the calls logged and reports written by the Police department for a seven year time period.



The chart below reflects the traffic enforcement activity for a five year time period.

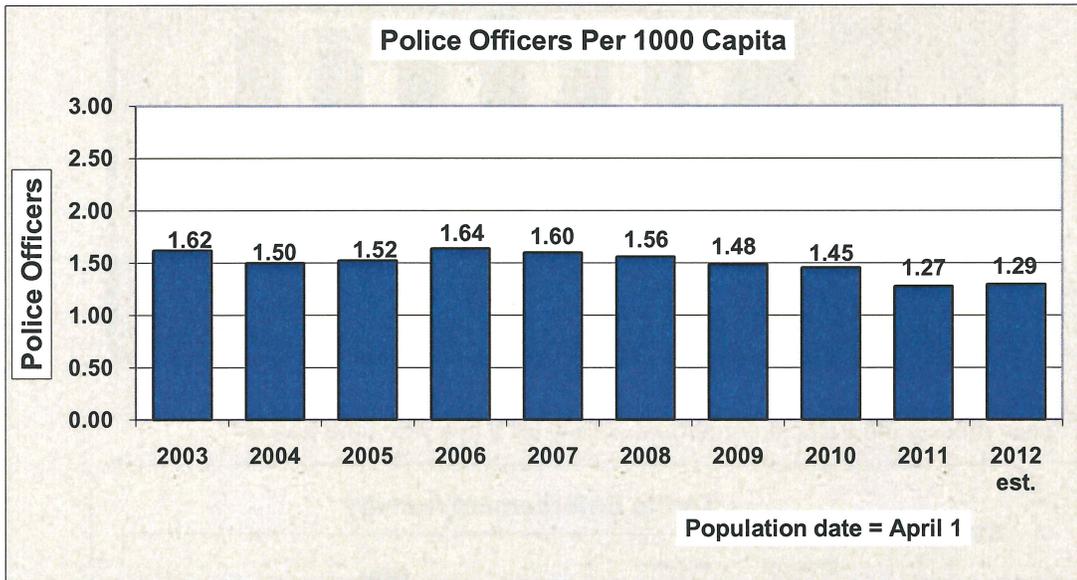


LAW ENFORCEMENT PERSONNEL SCHEDULE

	Actual Approp 2011	Estimated Required 2012
Police Chief	\$ 119,950	\$ 124,718
Police Captain	97,082	100,529
Senior Admin Support Assistant	54,940	60,288
Admin Support Assistant II (1.7 FTE)	69,850	70,322
Administrative Overtime	450	450
Police Sergeant (6 FTE)	529,373	545,176
Police Officers (17.75 FTE - 2010, 17 FTE - 2011)	1,221,607	1,261,825
Police Operations Overtime	52,000	55,000
Holiday Pay	75,320	78,698
Code Enforcement Officer	57,008	55,905
Code Enforcement Overtime	200	200
Social Services Specialist	66,038	42,324
Social Services Specialist Overtime	750	200
TOTAL LAW ENFORCEMENT	\$ 2,344,568	\$ 2,395,635

% Increase (Decrease) Prior Year

2.18%



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 either in the Clark County Sheriff's Office or Skamania County jail. The city reimburses the county for board of prisoners and probation services.

DETENTION AND CORRECTION EXPENDITURE DETAIL THREE YEAR COMPARISON

001.10.523	Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
300 PROBATION AND PAROLE SERVICES			
Salaries and Wages	\$ 63,049	\$ 64,029	\$ 64,625
Personnel Services	10,598	13,090	12,500
Supplies	4,230	5,200	5,200
Other Services and Charges	1,256	1,950	2,950
Intergovernmental Services	88,614	65,000	82,471
Interfund Payments	6,588	7,749	7,749
600 CARE AND CUSTODY OF PRISONERS			
Salaries and Wages	25,552	26,862	32,134
Personnel Services	3,596	5,159	13,974
Supplies	46	200	200
Other Services and Charges	207	-	600
Intergovernmental Services	241,506	272,618	270,150
TOTAL DETENTION AND CORRECTION	\$ 445,242	\$ 461,857	\$ 492,553
% Increase (Decrease) Prior Year		3.73%	6.65%

DETENTION AND CORRECTION PERSONNEL SCHEDULE	Actual Approp 2011	Estimated Required 2012
Offender Crew Leader (2 at .6 FTE)	\$ 60,329	\$ 64,625
Offender Crew Extra Hours	3,700	-
Court Security Officer (2010 - .475 FTE, 2011 - .55 FTE)	25,782	32,134
Court Security Officer Extra Hours	1,080	-
Total Personnel	\$ 90,891	\$ 96,759
% Increase (Decrease) Prior Year		6.46%

ANIMAL CONTROL

MISSION STATEMENT

The Animal Control Department provides for animal control expenses.

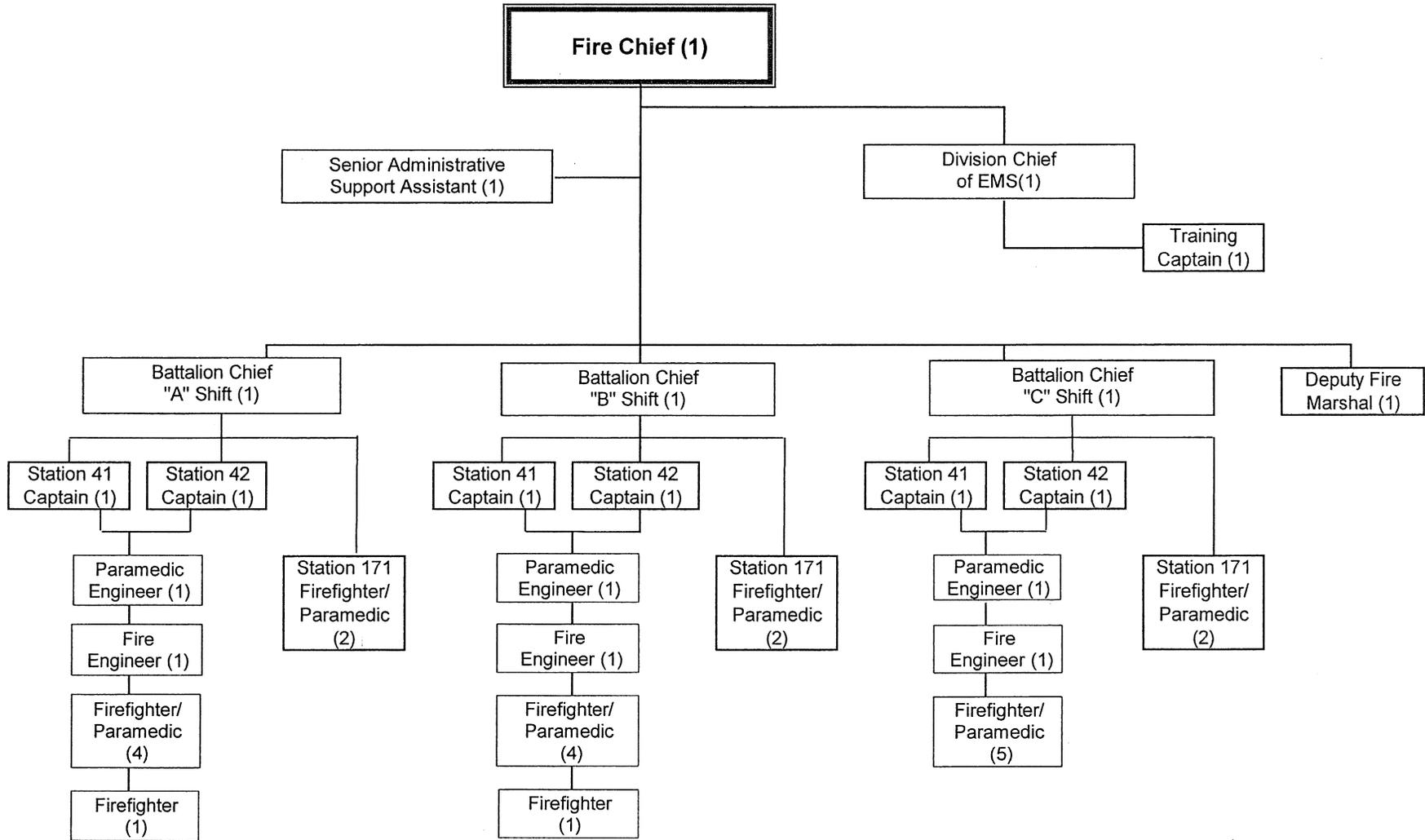
ACTIVITIES AND SERVICES

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 2010	Actual Approp 2011	Estimated Required 2012
539 300 ANIMAL CONTROL			
Supplies	\$ 460	\$ -	\$ 500
Intergovernmental Services	83,825	93,500	93,500
Total Other Physical Environment	\$ 84,285	\$ 93,500	\$ 94,000
% Increase (Decrease) Prior Year		10.93%	0.53%

FIRE DEPARTMENT



FIRE DEPARTMENT

MISSION STATEMENT

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

DEPARTMENTAL GOALS FOR 2012

1. Continue to develop plans to consolidate resources with Washougal to eliminate duplication of efforts, improve service, and reduce costs.
2. Improve budget funding where possible and feasible to improve services available to the community.
- 3.
4. Provide proper training programs to keep employees safe from harm and injury.
5. Continue to aggressively monitor the use of discretionary overtime and other expenditures.
6. Constantly pursue grant opportunities to lessen the financial impact on the city's general fund.
7. Create a fire apparatus replacement plan.

ACTIVITIES AND SERVICES

Your fire department has a staff of 41 personnel serving the community from two Camas fire stations and one fire station in Washougal. There are four personnel in the administrative office and the balance of 26 firefighter/paramedics and 11 firefighter IV Techs strategically located throughout the fire stations. The administrative office includes the Fire Chief and one administrative assistant whose duties are to manage day-to-day emergency and non-emergency operations of the fire department.

The Fire Prevention office is staffed by one Deputy Fire Marshal, who is responsible for plan review, fire investigations, permit review, fire and life safety inspections, fire safety education, code review, school inspections, and the reviewing of new construction plans and follow up on fire prevention complaints.

Fire suppression services are provided 24/7 by the 37 firefighters and firefighter/paramedics located throughout three stations. Your department is a full function department that has the same capabilities as most urban and suburban fire departments.

The department responds to over 3,500 fire and medical incidents per year. Over 70% of emergencies are medical in nature.

**FIRE DEPARTMENT EXPENDITURE DETAIL
THREE YEAR COMPARISON**

001.09		Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
522	100 ADMINISTRATION			
	Salaries and Wages	\$ 82,475	\$ 85,047	\$ 80,842
	Personnel Benefits	21,466	24,471	42,644
	Other Services and Charges	2,425	3,000	3,200
	Interfund Payments for Services	3,228	3,300	3,300
522	210 FIRE SUPPRESSION			
	Salaries and Wages	1,692,023	1,615,089	1,625,662
	Overtime	121,601	145,000	120,000
	Personnel Benefits	522,846	552,841	565,129
	Supplies	25,150	25,000	61,298
	Grant awards (\$31,197)			
	Other Services and Charges	52,332	64,000	59,800
	Professional Services (\$2,800 for equipment testing)			
	Insurance (\$24,000 liability insurance)			
	Repairs and Maintenance (\$27,000 on equipment and vehicles)			
	Laundry, turnout cleaning, fire codes (\$6,000)			
	Interfund Payments for Services	10,330	10,550	10,560
230	WATER SERVICE			
	Other Services and Charges (public utility-hydrant rental)	16,220	11,500	11,500
300	FIRE PREVENTION AND INVESTIGATION			
	Salaries and Wages	96,083	86,425	86,426
	Overtime	5,207	2,500	5,000
	Personnel Benefits	18,500	18,766	18,540
	Supplies	1,792	2,000	3,500
	Other Services and Charges	1,005	1,500	2,750
	Interfund Payments for Services	5,808	5,925	6,585
400	TRAINING			
	Supplies	714	500	500
	Other Services and Charges	3,094	3,500	7,000
	Professional Services (\$1,000)			
	Travel (\$500)			
	Registration, publications (\$5,500)			
500	FACILITIES			
	Salaries and Wages	7,079	7,000	5,000
	Personnel Benefits	2,761	3,000	2,000
	Supplies	4,321	5,250	5,250
	Other Services and Charges	31,560	33,500	40,000
	Professional Services (\$2,000 pest control, Sonitrol)			
	Insurance (\$12,000 property insurance)			
	Public Utility (\$20,000)			
	Repairs and Maintenance (\$6,000 on bldg., HVAC, maintenance of station 42 and drill tower)			

**FIRE DEPARTMENT EXPENDITURE DETAIL
THREE YEAR COMPARISON**

(Continued)

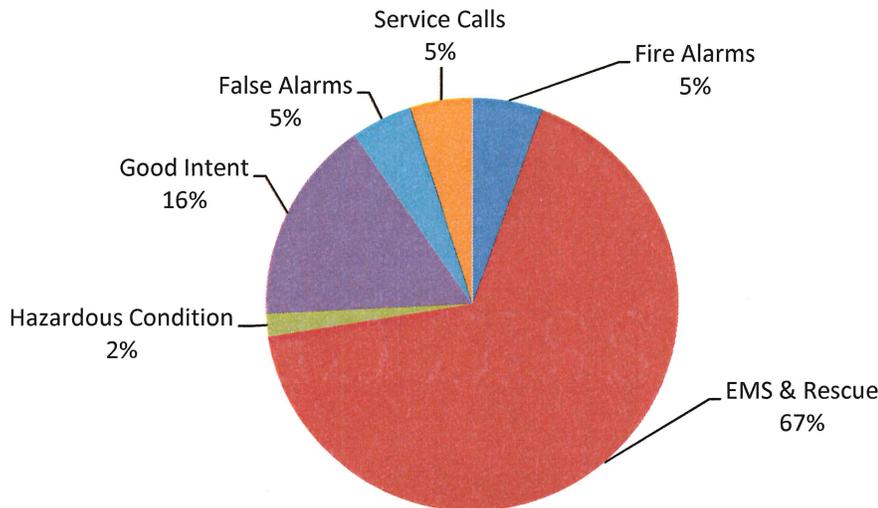
001.09	Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
950 DISABILITY AND RETIREMENT-LEOFF 1			
Personnel Benefits	47,975	45,000	53,500
Pension & Disability	36,432	37,000	34,500
528 COMMUNICATIONS			
600 OPERATIONS, CONTRACTED SERVICES			
Intergovernmental Services	65,996	67,000	63,000
800 COMMUNICATIONS, GENERAL			
Supplies	1,641	1,100	1,000
Other Services and Charges	25,647	22,600	24,600
Professional Services (\$100)			
Communication (\$20,000 for phones, internet)			
Repairs and Maintenance (\$2,500 for radio repairs)			
TOTAL FIRE CONTROL AND COMMUNICATIONS	<u>\$ 2,905,711</u>	<u>\$ 2,882,364</u>	<u>\$ 2,943,086</u>
% Increase (Decrease) Prior Year		-0.80%	2.11%

FIRE DEPARTMENT PERSONNEL SCHEDULE

	Actual Approp 2011	Estimated Required 2012
Fire Chief (.5 FTE)	\$ 60,096	\$ 54,855
Sr. Admin Support Assistant (.5 FTE)	24,951	25,987
Division Chief (0 FTE - 2011, .2 FTE - 2012)	-	18,641
Battalion Chiefs (2.4 FTE)	239,271	239,271
Fire Captain (8 FTE - 2011, 7 FTE - 2012)	711,492	619,464
Engineers (3)	224,316	224,316
Firefighter/Paramedic (3.5 FTE - 2011, 4.5 FTE - 2012)	264,686	348,810
Firefighter (2)	142,416	142,416
Holiday Pay	33,893	33,730
Fire Suppression Overtime	145,000	120,000
Deputy Fire Marshal (1)	85,440	85,440
Fire Prevention Overtime	2,500	5,000
Total Fire Control	<u>\$ 1,934,061</u>	<u>\$ 1,917,930</u>
% Increase (Decrease) Prior Year		-0.83%

Statistics

	2007	2008	2009	2010	2011 (Est.)
Fire Alarms					
Residential Structure Fires	25	19	18	22	14
Structure Fires - Other than Residential	6	8	10	3	8
Structures Other than a Building	5	1	4	0	6
Cooking Fires	4	8	9	6	6
Chimney Fires	5	1	2	0	3
Trash or Rubbish Fires	17	13	12	9	12
Passenger Vehicle Fires		6	5	8	9
Brush or Grass Fires	8	17	21	16	18
Other	3	12	9	11	11
Total	73	85	90	75	87
EMS & Rescue					
Assist EMS Crew	868	913	792	913	993
Hazardous Condition					
Flammable Liquid Spill	5	4	5	5	3
Gas Leak	3	2	3	4	9
Electrical Wiring/Equipment Problem	10	7	11	10	8
Power Line Down	0	0	0	0	0
Other	16	16	6	5	2
Total	34	29	25	24	22
Good Intent					
Dispatched & Canceled	108	168	187	147	231
Wrong Location	0	0	0	1	0
No Incident Found	22	26	25	24	30
Smoke-Odor or Smoke-Steam	12	14	15	17	14
Other	21	25	20	30	47
Total	163	233	247	219	322
False Alarms					
False Alarms	8	15	11	10	27
Malicious	1	3	2	7	2
System Malfunction	52	28	20	20	21
Smoke Detector Malfunction	5	3	10	4	9
Other	17	25	24	24	15
Total	83	74	67	65	74
Service Calls					
Public or Invalid Assist-General Service	48	61	49	67	71
Severe Weather					
Severe Weather	1	1	0	0	1
TOTALS	1,270	1,396	1,270	1,363	1,569



Fire Incidents by Type - 2011 est.

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, but for 2010 the county was awarded a grant to offset some of the costs for this service.

EMERGENCY SERVICES EXPENDITURE DETAIL THREE YEAR COMPARISON

001.11.525	Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
100 ADMINISTRATION			
Intergovernmental Services	\$ 13,539	\$ 17,000	\$ 17,000
TOTAL EMERGENCY SERVICES	\$ 13,539	\$ 17,000	\$ 17,000
% Increase (Decrease) Prior Year		25.56%	0.00%

EMERGENCY RESCUE

MISSION STATEMENT

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

SERVICES PROVIDED

The Camas Fire Department provides paramedic service and ambulance transports to the communities of Camas, Washougal, and East County Fire and Rescue. This service is provided by Camas paramedic/firefighters, firefighter/EMTs from Camas, Washougal and East County Fire and Rescue, and the dedicated volunteers of Washougal and East County Fire and Rescue.

This service is the result of a thirty year EMS levy that the communities have regularly supported. Camas is the only fire department in Clark County that provides paramedic response and transport services, which provides for faster and better services without interruption treatment.

Demand for service continues to increase steadily while the cost of service continues to rise and reimbursements decline. Every effort is being made to maintain or reduce costs. In July of 2011, the Camas and Washougal Fire Departments entered in to a unique six month trial merger to explore if the partnership could save money for the EMS fund. This partnership has already shown immediate savings, as well as providing for higher staffing levels with paramedics at Washougal station 171. It is hoped that this combined service will be continued well in to 2012 as a way to continue to provide elevate services in a fiscally responsible manner during difficult economic times.

**EMERGENCY RESCUE
REVENUE DETAIL
THREE YEAR COMPARISON**

115.00	Actual Revenue 2010	Adjusted Estimated 2011	Estimated Revenue 2012
291 740 Beginning Appropriated Fund Balance	\$ -	\$ 142,866	\$ 150,000
311 100 Taxes:			
Real and Personal Property	966,195	892,000	889,000
Total Taxes	966,195	892,000	889,000
Intergovernmental Revenue:			
334 040 State Grants	2,186	-	1,700
338 260 Shared Costs-Ambulance, Rescue, Emergency Aid	1,377,261	966,500	-
Total Intergovernmental Revenue	1,379,447	966,500	762,700
Charges for Goods and Services			
341 600 Printing and Duplicating	109	-	-
342 600 Ambulance and Emergency Aid Fees	840,414	875,000	940,000
347 900 Culture and Recreation (First-aid/CPR classes)	3,465	3,500	3,208
Total Charges for Goods and Services	843,988	878,500	943,208
Fines and Penalties			
359 900 Late Fees	11,215	14,000	10,000
Total Fines and Penalties	11,215	14,000	10,000
Miscellaneous Revenues:			
361 110 Investment Interest	1,036	1,000	100
367 000 Contributions and Donations-Private Sources	274	-	500
369 900 Other Miscellaneous Revenue	2,013	300	1,000
Total Miscellaneous Revenues	3,323	1,300	1,600
Other Financing Sources:			
391 800 Intergovernmental Loan Proceeds	-	-	-
397 000 Operating Transfers In			84,939
Total Other Financing Sources	-	-	84,939
Total Estimated Revenues	3,204,168	2,752,300	2,691,447
Total Estimated Resources	<u>\$ 3,204,168</u>	<u>\$ 2,895,166</u>	<u>\$ 2,841,447</u>

**EMERGENCY RESCUE EXPENDITURE DETAIL
THREE YEAR COMPARISON**

115.00		Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
526 100 ADMINISTRATION				
	Salaries and Wages	\$ 100,083	\$ 85,047	\$ 80,842
	Overtime	362	-	500
	Personnel Benefits	30,428	28,481	47,198
	Supplies	-	350	350
	Other Services and Charges	117	250	-
	Interest	2,438	4,000	4,000
	Interfund Payments	127,783	138,153	136,724
200 AMBULANCE SERVICES				
	Salaries and Wages	1,692,817	1,525,630	1,517,394
	Overtime	215,520	200,000	173,000
	Personnel Benefits	530,428	514,990	523,299
	Supplies	153,578	151,000	128,000
	Other Services and Charges	80,011	81,500	73,800
	Professional services (\$7,000 for vaccinations, medical advice)			
	Operating rentals (\$5,200 for oxygen cylinders, copier lease)			
	Insurance (\$35,000 liability and property insurance),			
	Repairs and Maintenance (\$20,000 for equipment and ambulances)			
	Communication (\$100), Medical waste disposal, laundry (\$6,500)			
	Interfund Payments for Services	5,162	5,265	2,640
400 TRAINING				
	Supplies	1,923	2,000	2,000
	Other Services and Charges	7,421	8,500	7,500
	Professional Services (instructors \$4,500)			
	Travel (\$1,000), Training, Registrations, Misc. (\$2,000)			
528 600 COMMUNICATIONS, ALARMS AND DISPATCH OPERATIONS, CONTRACTED SERVICES				
	Intergovernmental Services and Taxes	122,345	128,000	122,000
800 COMMUNICATIONS, GENERAL				
	Supplies	807	3,000	2,500
	Other Services and Charges	17,561	19,000	19,700
	Communication (\$17,200 for phones, internet)			
	Repairs and Maintenance (\$2,500 for radio, GPS, VRMS repair)			
594 260 CAPITAL OUTLAY				
	Ambulance	192,327	-	-
	TOTAL EMERGENCY RESCUE FUND	\$ 3,281,111	\$ 2,895,166	\$ 2,841,447
	% Increase (Decrease) Prior Year		-11.76%	-1.86%

EMERGENCY RESCUE PERSONNEL SCHEDULE

Actual
Approp
2011

Estimated
Required
2012

AMBULANCE, RESCUE AND EMERGENCY AID

ADMINISTRATION

Fire Chief (.5 FTE)	\$ 60,096	\$ 54,855
Sr. Admin. Support Specialist (.5 FTE)	24,951	25,987
Overtime	-	500

TOTAL ADMINISTRATION

85,047	81,342
--------	--------

AMBULANCE

Division Chief (.2 FTE)	-	74,563
Battalion Chiefs (.60 FTE)	59,818	59,818
Captains (2 FTE - 2011, 0 FTE - 2012)	178,436	-
Engineers (3)	245,664	245,664
Firefighter/Paramedic (13.5 FTE - 2011, 14.5 FTE - 2012)	1,011,410	1,107,950
Holiday Compensation	30,302	29,399
Overtime	200,000	173,000

TOTAL AMBULANCE

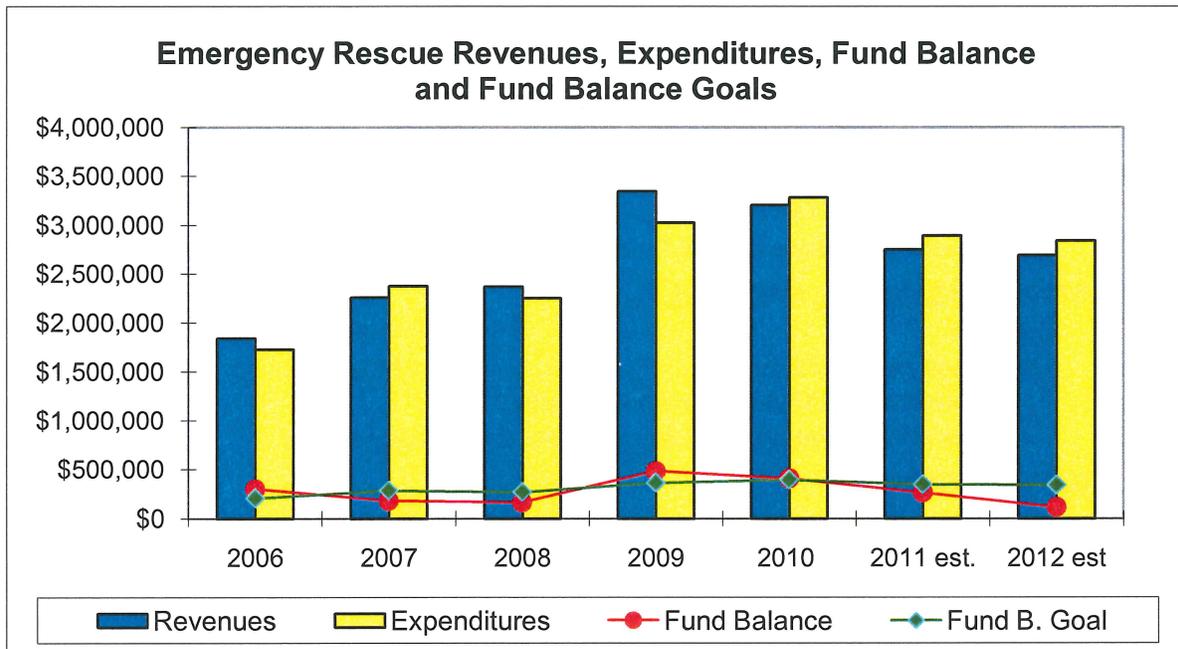
1,725,630	1,690,394
-----------	-----------

TOTAL AMBULANCE, RESCUE AND EMERGENCY AID

\$ 1,810,677	\$ 1,771,736
--------------	--------------

% Increase (Decrease) over prior year

-2.15%

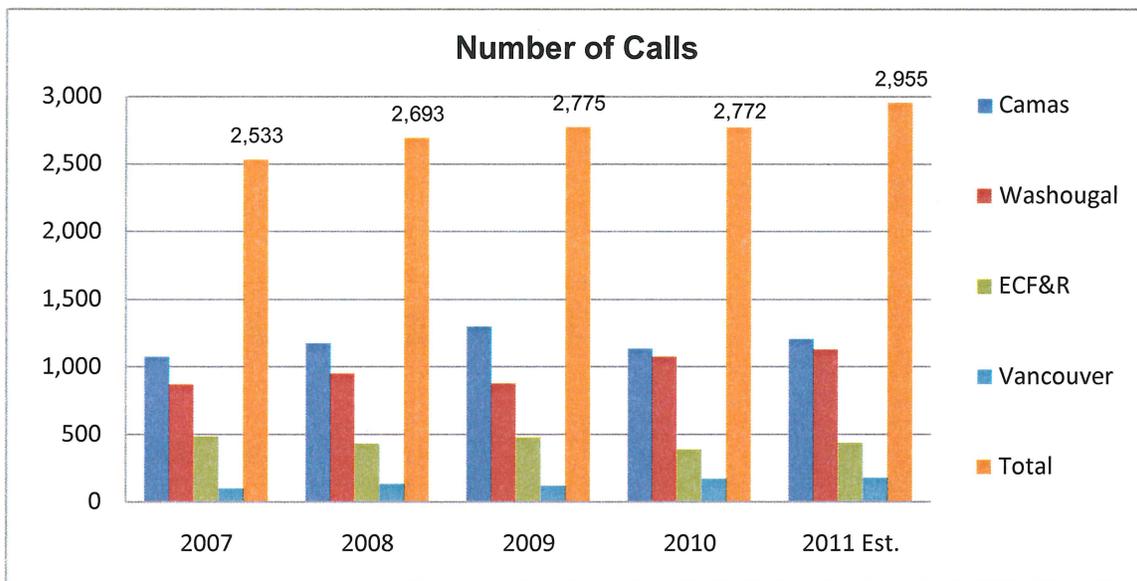


Fund balance goal is 12% of expenses

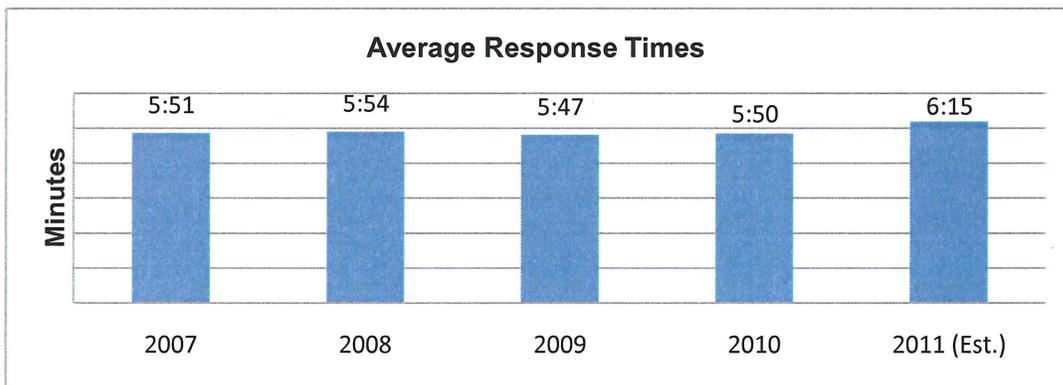
Statistics

Through the EMS levy and mutual aid agreements, the Camas Fire Department provides paramedic services to many areas in Eastern Clark County. The information below details the number of calls for service to the different geographic areas. On average, just under sixty percent of calls for service involve a patient transport to a hospital.

	Camas	Washougal	ECF&R	Vancouver	Total	Transported
2007	1,076	872	486	99	2,533	1,486 59%
2008	1,177	952	432	132	2,693	1,533 57%
2009	1,300	879	476	120	2,775	1,529 55%
2010	1,137	1,077	388	170	2,772	1,697 61%
2011 Est.	1,208	1,131	437	178	2,955	1,711 58%



The county's response system is designed around American Heart Association recommendations for the most critical cardiac arrest patient. That recommendation is that ALS services be at the patient's side with 8 minutes of initial arrest. The average response times for Camas Fire Department are well within those guidelines.



Fire & EMS Department Personnel Schedule

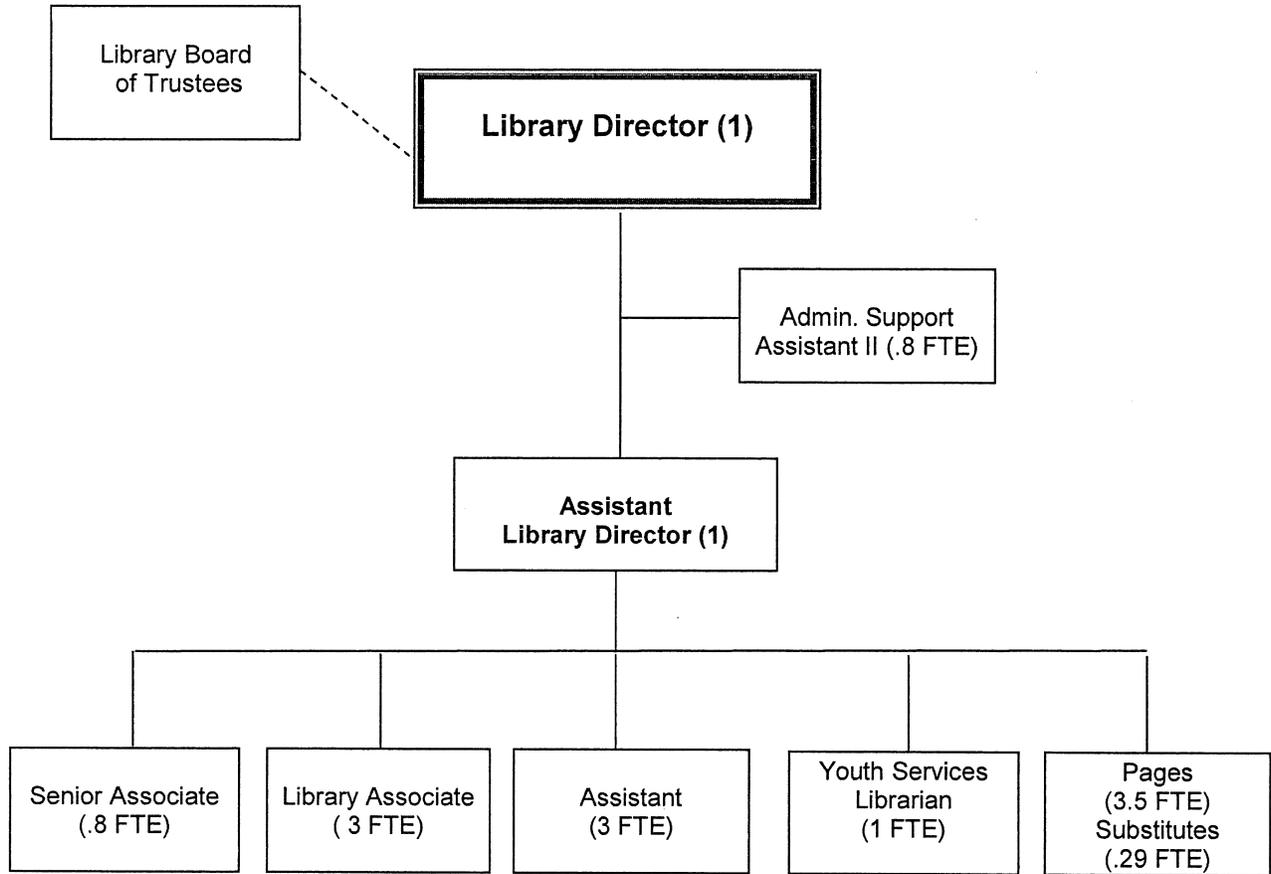
	FTE		Actual Approp. 2011	Estimated Required 2012
	2011	2012		
<u>Fire Staff</u>				
Fire Chief	0.5	0.5	\$ 60,096	54,855
Sr. Admin Support Asst.	0.5	0.5	24,951	25,987
Division Chief	-	0.2	-	18,641
Battalion Chief	2.40	2.40	239,271	239,271
Fire Captain/Paramedic	4.00	3.00	369,732	277,704
Fire Captain	4.00	4.00	341,760	341,760
Fire Engineer	3.00	3.00	224,316	224,316
Firefighter/Paramedic	3.50	4.50	264,686	348,810
Firefighter	2.00	2.00	142,416	142,416
Holiday Pay			33,893	33,730
Overtime			145,000	120,000
Deputy Fire Marshal	1.00	1.00	85,440	85,440
Overtime			2,500	5,000
Fire FTE	<u>20.90</u>	<u>21.10</u>	<u>\$ 1,934,061</u>	<u>\$ 1,917,930</u>
<u>EMS Staff</u>				
Fire Chief	0.5	0.5	\$ 60,096	54,855
Sr. Admin Support Asst.	0.5	0.5	24,951	25,987
Overtime			-	500
Division Chief	-	0.80	-	74,563
Battalion Chief	0.60	0.60	59,817	59,818
Captain/Paramedic	2.00	-	178,436	-
Paramedic Engineer	3.00	3.00	245,664	245,664
Firefighter/Paramedic	13.50	14.50	1,011,410	1,107,950
Holiday Pay			30,302	29,399
Overtime			200,000	180,000
EMS FTE	<u>20.10</u>	<u>19.90</u>	<u>\$ 1,810,676</u>	<u>\$ 1,778,736</u>
Total Fire/EMS FTE	<u>41.00</u>	<u>41.00</u>	<u>\$ 3,744,737</u>	<u>\$ 3,696,666</u>

FTE Comparison

2011	Fire	EMS	Total
Chief	0.5	0.5	1
Battalion Chief	2.4	0.6	3
Deputy Fire Marshal	1	0	1
Captain	8	2	10
Engineer	3	3	6
Firefighter/Paramedic	3.5	13.5	17
Firefighter	2	0	2
Sr. Admin. Support Asst.	0.5	0.5	1
Total	<u>20.9</u>	<u>20.1</u>	<u>41.0</u>

2012	Fire	EMS	Total
Chief	0.5	0.5	1
Division Chief	0.2	0.8	1
Battalion Chief	2.4	0.6	3
Deputy Fire Marshal	1	0	1
Captain	7	0	7
Engineer	3	3	6
Firefighter/Paramedic	4.5	14.5	19
Firefighter	2	0	2
Sr. Admin. Support Asst.	0.5	0.5	1
Total	<u>21.1</u>	<u>19.9</u>	<u>41.0</u>

LIBRARY



LIBRARY DEPARTMENT

MISSION STATEMENT

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

DEPARTMENT GOALS FOR 2012

1. Continue to provide a wide array of quality contemporary library services, programs and facilities for customers of all ages.
2. Exploit use of existing technology to mitigate staff reductions and help achieve goal 1.
3. Begin implementation of new strategic plan.

ACTIVITIES AND SERVICES

The new strategic plan adopted in 2011 calls for expanding and improving collections, strengthening early childhood offerings, increasing library sponsored events, refining library marketing, and exploring and deploying new systems for service delivery.

In 2011, the Camas Public Library will circulate over 300,000 items, including e-books, to borrowers. Sixty percent of residents are active card holders. Over 260,000 people will enter the building to utilize services.

Through activities such as a summer reading program for all ages, weekly story times, after school programs, and regularly scheduled adult events, the library provides informational, educational, recreational, and cultural activities to well over 1,500 participants per month (19,000+ annually).

The library remains a robust, vibrant city function at the heart of downtown Camas.

The staff and trustees, along with the Friends & Foundation, look for ways to economically and efficiently provide a diverse selection of services and activities. This will continue in 2012.

COMMENTS ON BUDGET APPROPRIATIONS

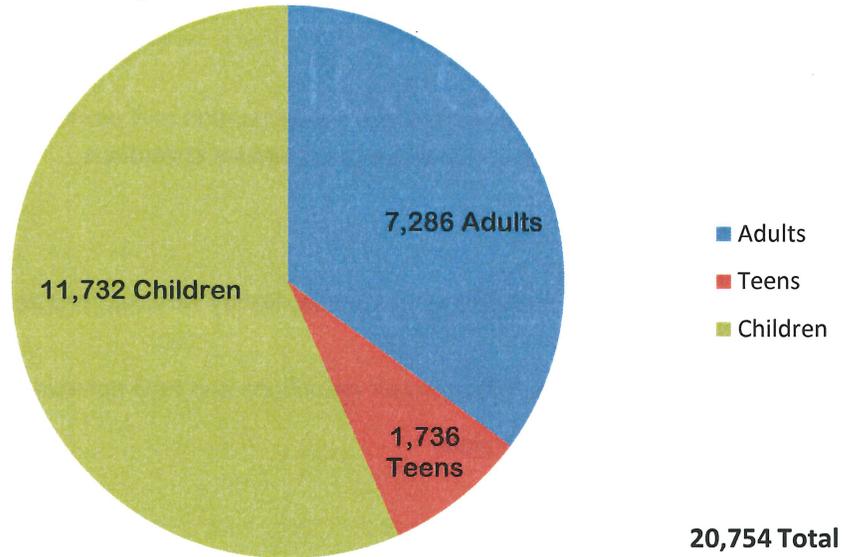
This 83-year-old city department continues to experience growth pangs as it evolves from a small town book lender to a thriving, mid-sized 21st Century library, meeting both the digital and social needs of a changing community.

This budget is a bare bones budget that will challenge the staff to meet the service expectations of both established and new library members.

The continued low investment in library acquisitions will have an impact that will be felt for years.

STATISTICAL INFORMATION

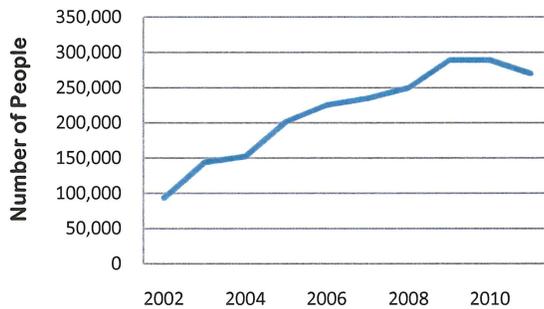
Program Attendance 2010



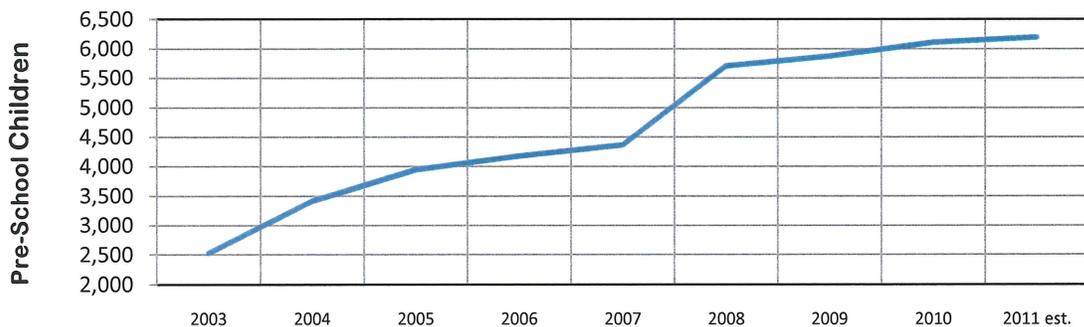
2010 Camas Library in Numbers

Items Loaned	322,454
Card Holders	10,843
Circulation per Capita	17
Items in Collections	99,855
Magazine Subscriptions	179
Subscription Databases	42
Children's Programs	426
Teen Programs	59
Adult Programs	84
Program Attendance	20,754
Public Computers	26
Public Computer Logons	33,704
Holds Placed	29,618

People Entering Library Building



Story Time Attendance

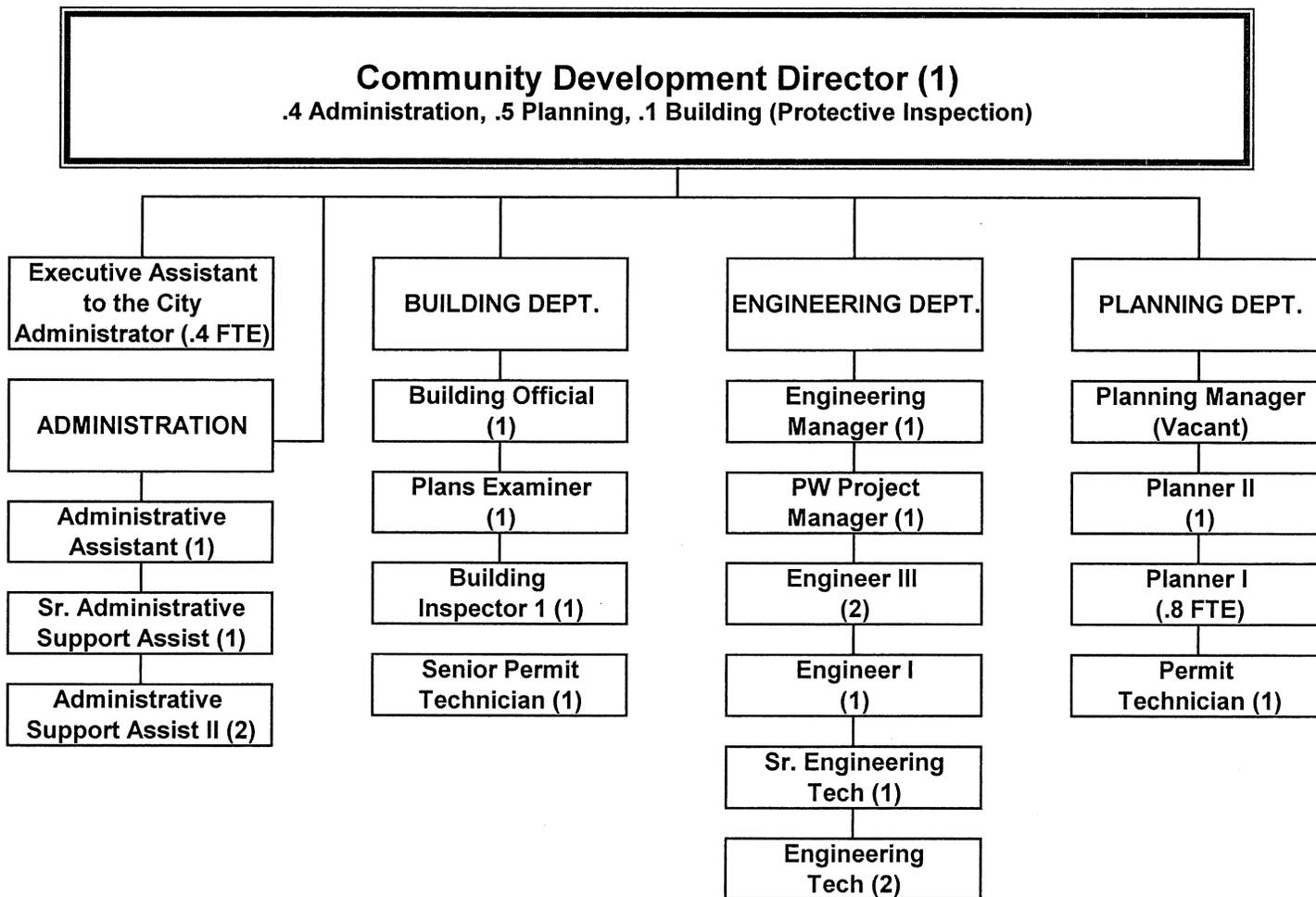


**LIBRARY DEPARTMENT EXPENDITURE DETAIL
THREE YEAR COMPARISON**

001.30	Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
572 100 ADMINISTRATION			
Salaries and Wages	\$ 89,529	\$ 90,860	\$ 93,205
Personnel Benefits	30,047	32,240	36,355
Other Services and Charges (travel)	235	-	-
200 LIBRARY SERVICES			
Salaries and Wages	663,428	638,124	633,952
Personnel Benefits	218,931	231,768	249,865
Supplies	25,813	11,300	11,400
Other Services and Charges	44,109	32,350	36,375
Professional Services (\$4,505), Communication (\$16,050 for postage, phone) Insurance (\$8,300), Repairs (\$5,170 for maintenance contracts) Misc. (\$2,350 for printing, registrations, memberships, interlibrary loans, catalog databases)			
Intergovernmental Services and Taxes	1,996	1,500	1,500
400 TRAINING			
Other Services and Charges (travel costs, registration)	56	-	100
500 FACILITIES			
Salaries and Wages	5,768	6,830	6,830
Personnel Benefits	2,123	2,650	2,650
Supplies	5,135	5,425	4,925
Other Services and Charges	131,715	120,355	134,271
Professional Services (\$45,461 for janitorial, alarm monitoring, landscaping) Communication (\$3,150 for telephone, postage) Insurance (\$12,600 property) Public Utility (\$54,825) Repairs and Maintenance (\$18,235)			
594 720 CAPITAL OUTLAY			
Land	1,826	-	-
Books	83,831	80,000	80,000
TOTAL LIBRARIES	<u>\$ 1,304,542</u>	<u>\$ 1,253,402</u>	<u>\$ 1,291,428</u>
% Increase (Decrease) Prior Year		-3.92%	3.03%

PERSONNEL SCHEDULE	Actual Approp 2011	Estimated Required 2012
Library Director	\$ 92,280	\$ 93,205
Assistant Library Director	72,852	73,581
Senior Library Associate (.8 FTE)	45,994	46,454
Library Associate (4 FTE - 2011, 3 FTE 2011)	216,768	164,202
Admin. Support Assistant II (.8 FTE)	36,307	36,670
Library Assistant (3)	124,596	125,844
Youth Services Librarian	57,780	60,111
Pages (3.5 FTE)	94,436	96,366
Leave without pay/library closed days	(20,757)	-
Substitutes (.19 FTE 2011, .67 FTE 2012)	8,728	30,724
Total Libraries	<u>\$ 728,984</u>	<u>\$ 727,157</u>
% Increase (Decrease) Prior Year		-0.25%

COMMUNITY DEVELOPMENT DEPARTMENT



COMMUNITY DEVELOPMENT DEPARTMENT

Administration

MISSION STATEMENT

The Community Development Administration Department provides administrative direction, research, secretarial and clerical support for Engineering, Protective Inspections, and Planning Departments.

DEPARTMENT GOALS FOR 2012

1. Direct and support all divisions of the Community Development Department.
2. Guide and strengthen a result oriented department through cross training, communication, and development of process improvements.
3. Manage and maintain department records.

ACTIVITIES AND SERVICES

The Administration Department includes direction and support staff to the Engineering, Protective Inspections and Planning Departments in support of their program activities and services.

COMMENTS ON BUDGET APPROPRIATIONS

Reorganized in 2011, the emphasis of administrative staff in 2012 will continue to include cross-training, streamlining of processes and implementation of cost containment strategies while continuing to conduct daily administrative responsibilities.

**ADMINISTRATION DEPARTMENT EXPENDITURE DETAIL
THREE YEAR COMPARISON**

001.13	Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
532 100 ADMINISTRATION			
Salaries and Wages	\$ 239,840	\$ 263,781	\$ 268,280
Personnel Benefits	87,115	123,198	117,380
Supplies	1,405	2,760	1,600
Other Services and Charges (phone, registrations, subscriptions)	9,848	6,000	5,400
TOTAL ADMINISTRATION	<u>\$ 338,207</u>	<u>\$ 395,739</u>	<u>\$ 392,660</u>
% Increase (Decrease) Prior Year		17.01%	-0.78%

ADMINISTRATION PERSONNEL SCHEDULE	Actual Approp 2011	Estimated Required 2012
Community Development Director (.4 FTE)	\$ 43,012	\$ 43,971
Administrative Assistant	56,028	56,588
Executive Assistant to the City Administrator (.4 FTE)	22,357	22,635
Senior Admin. Support Assistant	54,396	54,940
Admin. Support Assistant II (.6 FTE - 2009, 2- 2010)	87,888	90,046
Overtime	100	100
Total Engineering	<u>\$ 263,781</u>	<u>\$ 268,280</u>
% Increase (Decrease) Prior Year		1.71%

COMMUNITY DEVELOPMENT DEPARTMENT

Engineering

MISSION STATEMENT

The Engineering Department provides general administration and supervision including planning and developing of capital improvement programs and projects for city operations, long range utility and transportation planning, and review of private development submittals and construction for compliance with codes, regulations and policies.

DEPARTMENT GOALS FOR 2012

1. Actively pursue funding opportunities related to capital projects consistent with the City of Camas Comprehensive Plan.
2. Responsibly manage a variety of funded capital projects.
3. Review plans, inspect, and monitor residential and commercial developments.
4. Provide engineering and administrative support for Community Development and other City departments as necessary.

ACTIVITIES AND SERVICES

The Engineering Department implements many capital improvement programs for the City. These services may include project management for streets, water, sewer, parks, equipment, library, fire and police facilities. Engineering functions include infrastructure design, plans and specifications and inspection for all construction projects in the City. Some projects may require contracting with an outside consulting firm with expertise in a particular discipline. The Engineering Department also provides plan review and inspection services on residential, commercial and industrial developments in coordination with the planning and building departments.

**ENGINEERING DEPARTMENT EXPENDITURE DETAIL
THREE YEAR COMPARISON**

001.13	Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
532 200 ENGINEERING PLANS AND SERVICES			
Salaries and Wages	466,007	586,934	595,243
Personnel Benefits	170,373	238,419	252,090
Supplies	5,275	5,500	4,500
Other Services and Charges			
Professional Services	11,157	18,000	18,000
Cell phones, travel, registrations, insurance, etc.	28,243	25,800	21,450
Intergovernmental Services	8,483	10,000	10,000
Interfund Payments for Services	17,268	15,000	12,728
400 TRAINING			
Other Services and Charges (travel, registrations)	772	3,500	2,000
TOTAL ENGINEERING	\$ 707,578	\$ 903,153	\$ 916,011
% Increase (Decrease) Prior Year		27.64%	1.42%

ENGINEERING PERSONNEL SCHEDULE	Actual Approp 2011	Estimated Required 2012
Engineering Manager	\$ 94,656	\$ 98,475
Project Manager	84,753	85,604
Engineer III (2)	155,168	156,712
Engineer I	60,786	65,142
Senior Engineering Technician	64,964	65,618
Engineering Technician (2)	115,459	122,492
Senior Admin. Support Assistant	54,265	-
Admin. Support Assistant II (1)	16,436	-
Overtime	3,000	1,200
Total Engineering	\$ 649,487	\$ 595,243
% Increase (Decrease) Prior Year		-8.35%

COMMUNITY DEVELOPMENT DEPARTMENT

Planning

MISSION STATEMENT

The Community Development Department includes building (protective inspections), current and long-range planning, environmental and economic development services. The planning department implements the laws of the city and state regarding the use of real property and participates in the development of such laws and associated policies. Planning provides for the orderly management and accommodation of growth in a manner that maintains and enhances the quality of life for the City.

DEPARTMENT GOALS FOR 2012

The following are the major goals for year 2012:

1. Administer and process land use and development and environmental applications;
2. Finalize the City of Camas Shoreline Master Program update.

ACTIVITIES AND SERVICES

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, Land Development Code, Shoreline Management 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 jurisdiction 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 code development, annexations, and participation in regional and state issues.

2012 BUDGETARY CONSTRAINTS

The Planning Department will continue with a reduced workforce (1.2 FTE) in 2012 and the Planning Department counter will continue to be closed on Fridays.

**PLANNING
EXPENDITURE DETAIL
THREE YEAR COMPARISON**

001.15	Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
558 400 TRAINING			
Other Services and Charges	\$ 496	\$ 2,950	\$ 2,400
600 PLANNING			
Salaries and Wages	327,054	222,334	230,103
Personnel Benefits	114,501	89,050	94,111
Supplies	256	2,500	1,900
Other Services and Charges:			
Communications, travel, repairs, advertising	2,316	4,075	4,075
Hearings Examiner	-	8,000	3,500
Environmental Review Services	-	4,000	3,500
Shoreline Management Plan	-	18,000	10,000
Other Professional Services	10,505	650	2,000
Dues, fees, registrations, subscriptions	1,156	1,600	1,200
Insurance	6,147	5,000	7,000
910 ECONOMIC DEVELOPMENT			
Other Services and Charges			
Downtown Vision Coalition*	26,000	-	15,000
East County Economic Development	-	50,000	50,000
Sister City Association	2,000	2,000	2,000
RTC	3,500	3,500	3,500
Columbia River Economic Development Council	25,150	26,000	26,000
VHA Impact Fee Credits	79,417	-	-
TOTAL PLANNING AND COMMUNITY DEVELOPMENT	\$ 598,498	\$ 439,659	\$ 456,289
% Increase (Decrease) Prior Year		-26.54%	3.78%

PLANNING PERSONNEL SCHEDULE	Actual Approp 2011	Estimated Required 2012
Community Development Director (.5 FTE)	\$ 53,765	\$ 54,964
Planner II	68,892	71,702
Planner I (.8 FTE)	50,221	52,236
Permit Technician	48,456	50,401
Administration Support Assistant II (moved to Admin. in 2011)	-	
Overtime	1,000	800
Total Planning	\$ 222,334	\$ 230,103
% Increase (Decrease) Prior Year		3.49%

COMMUNITY DEVELOPMENT DEPARTMENT

Protective Inspections (Building)

MISSION STATEMENT

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

DEPARTMENT GOALS FOR 2012

The residential construction activity for 2012 is expected to remain relatively active, above 2008-2009 levels but below levels experienced between 2002 and 2007. The 2012 Protective Inspection budget continues to reflect a reduction of two employees (over 2008 levels) consistent with housing and economic trends.

The following are major goals for 2012:

1. Maintain a plan review timeframe of approximately four weeks;
2. Respond to all inspection requests received prior to 6:00 AM each workday on the same day;
3. Commercial and industrial construction project remain as a high priority.

The level of service is anticipated to remain high. With reduced staff, it is anticipated some delays in responding to the public may occur on occasion, resulting from staff illness, vacations and holidays.

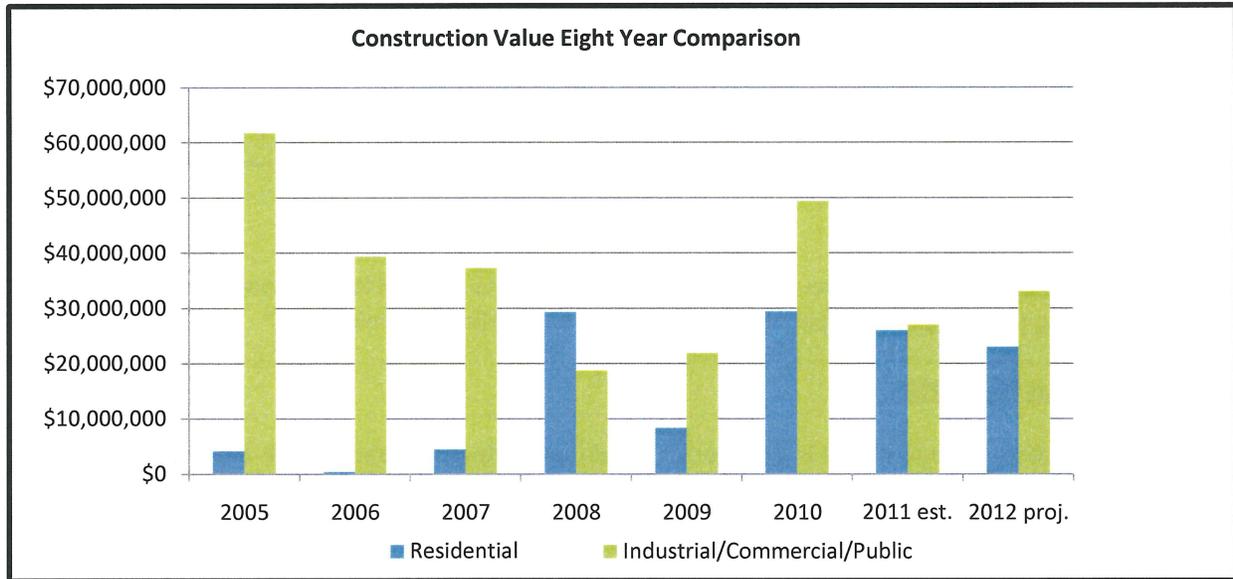
ACTIVITIES AND SERVICES

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.

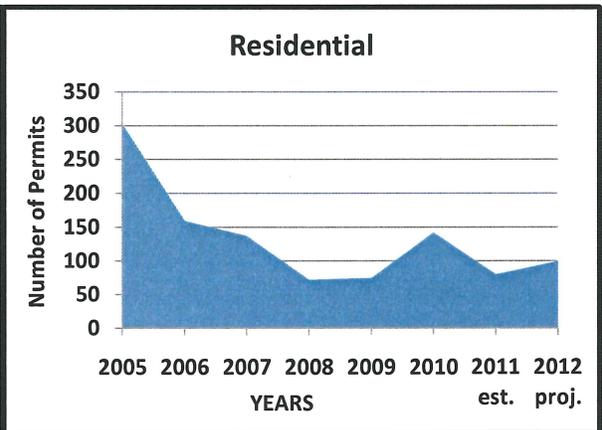
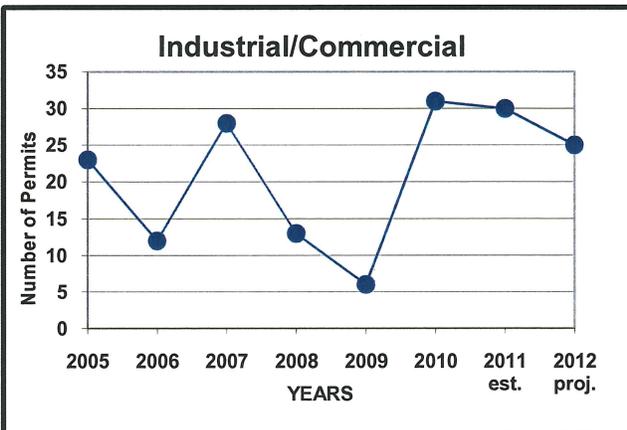
The building department collects water and sewer development charges and all impact fees. Computation of fire impact fees is made.

2012 BUDGETARY CONSTRAINTS

The Building Department continues operating at staffing levels of the late 1990's and has two unfilled positions.



YEARS	CONSTRUCTION VALUE		PERMITS ISSUED	
	Industrial/ Commercial/ Public	Residential	Industrial/ Commercial/ Public	Residential
2005	\$ 4,171,400	\$ 61,774,421	23	303
2006	419,803	39,339,159	12	160
2007	4,475,574	37,303,267	28	138
2008	29,336,886	18,678,276	13	72
2009	8,362,670	21,877,923	6	75
2010	29,450,732	49,401,030	31	143
2011 est.	26,000,000	27,000,000	30	80
2012 proj.	23,000,000	33,000,000	25	100



**PROTECTIVE INSPECTION EXPENDITURE DETAIL
THREE YEAR COMPARISON**

001.22.524	Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
200 INSPECTIONS, PERMITS			
Salaries and Wages	\$ 222,555	\$ 261,155	\$ 267,697
Personnel Benefits	85,373	109,845	116,420
Supplies	1,714	4,800	3,150
Other Services and Charges (Professional Services)		-	-
Outside plans review/examination	-	6,300	1,500
Hearings and Appeals	-		-
Software Support and Maintenance	-		-
Phones, pagers, etc. (\$1,600), Equip. Maint. (\$1,050)	2,649	1,810	2,650
Codes books, dues (\$1,560)	2,117	3,300	1,560
Interfund Payments for Services	14,458	10,527	4,500
400 TRAINING			
Other Services and Charges (travel, registrations)	583	-	400
500 FACILITIES			
Other Services and Charges (insurance)	6,701	6,000	5,500
TOTAL PROTECTIVE INSPECTIONS	<u>\$ 336,150</u>	<u>\$ 403,737</u>	<u>\$ 403,377</u>
% Increase (Decrease) Prior Year		20.11%	-0.09%

PROTECTIVE INSPECTIONS PERSONNEL SCHEDULE	Actual Approp 2011	Estimated Required 2012
Community Development Director (.1 FTE)	\$ 10,753	\$ 10,994
Building Official	78,550	81,717
Plans Examiner (vacant)	55,756	58,002
Building Inspector I	57,568	59,896
Senior Permit Technician	56,028	56,588
Overtime	2,500	500
Total Administration	<u>\$ 261,155</u>	<u>\$ 267,697</u>
% Increase (Decrease) Prior Year		2.51%

HOTEL MOTEL LODGING TAX FUND

FUNCTION

This fund was established in 2010 to account for the collection and accumulation of hotel motel lodging tax.

ACTIVITIES AND SERVICES

The funds will be used to market and support economic development activities within the City of Camas.

REVENUE DETAIL TWO YEAR COMPARISON

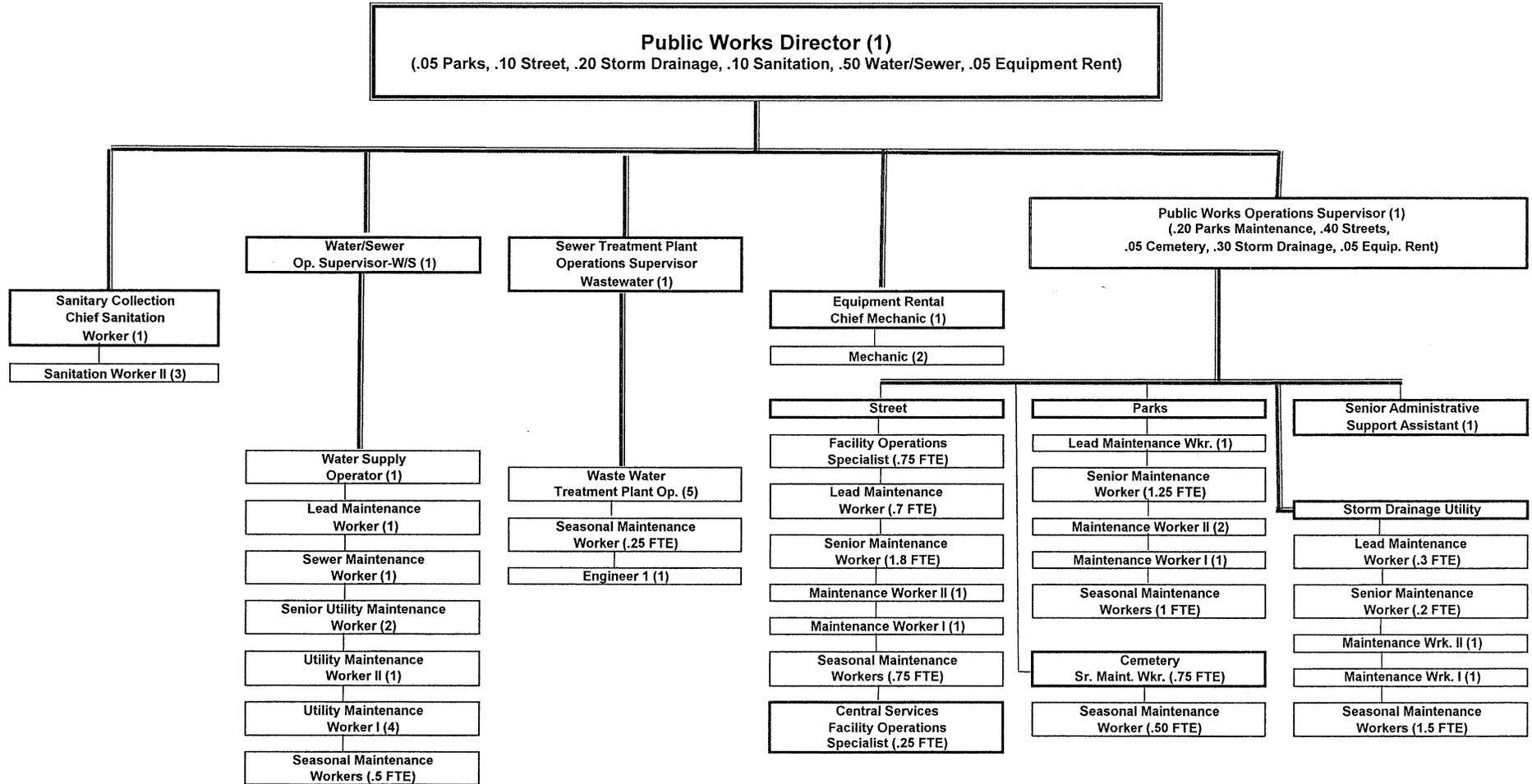
120.00	Adjusted Estimated 2011	Estimated Revenue 2012
291 740 Beginning Appropriated Fund Balance	\$ 2,000	\$ -
Intergovernmental Revenue:		
331 300 Hotel Motel Tax	3,500	5,000
Total Estimated Revenues	\$ 5,500	\$ 5,000

HOTEL MOTEL LODGING TAX

EXPENDITURE DETAIL TWO YEAR COMPARISON

120.00	Actual Approp 2011	Estimated Required 2012
Operations and Maintenance		
557 300 Supplies	\$ -	\$ -
Other Services and Charges	5,500	5,000
Total Operations and Maintenance	5,500	5,000
Total Hotel Motel Lodging Tax	\$ 5,500	\$ 5,000
% Increase (Decrease) Prior Year		-9.09%

PUBLIC WORKS DEPARTMENT



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 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 2010	Actual Approp 2011	Estimated Required 2012
518 200 PROPERTY MANAGEMENT SERVICES			
Salaries and Wages	\$ 19,991	\$ 16,913	\$ 17,380
Personnel Benefits	14,344	6,497	6,991
Supplies	7,416	14,800	14,800
Other Services and Charges	111,073	103,400	105,405
594 180 CAPITAL OUTLAY			
Other Improvements	-	-	-
TOTAL CENTRAL SERVICES	\$ 152,824	\$ 141,610	\$ 144,576
% Increase (Decrease) Prior Year		-7.34%	2.09%

CENTRAL SERVICES PERSONNEL SCHEDULE	Actual Approp 2011	Estimated Required 2012
Facility Operations Specialist (.25 FTE)	\$ 16,714	\$ 16,880
Overtime	200	500
Total Central Services	\$ 16,914	\$ 17,380
% Increase (Decrease) Prior Year		2.76%

OTHER SERVICES AND CHARGES DETAIL:

Professional Services (janitorial for City Hall, fire system monitor, alarm maintenance, mat/linen service)	\$ 24,135
Communication (telephone, Portland line)	1,250
Insurance (property insurance for City Hall)	9,520
Public Utility (electric, gas, water, sewer, garbage)	40,000
Repairs and Maintenance (HVAC, generator, garage doors, roof repair, fire extinguisher maint., lighting, unscheduled maintenance/repair, heat pump replacement, ceiling tiles and window coverings)	30,500
Total other services and charges	\$ 105,405

CITY STREET DEPARTMENT

MISSION STATEMENT

Provide for the maintenance, safety and mobility of City streets within the existing budget authority.

DEPARTMENT GOALS FOR 2012

1. Provide for the safe movement of drivers, cyclists and pedestrians.
2. Evaluate each program for cost savings.
3. Meet statutory requirements.
4. Maintain levels of service within budget limitations.
5. Work to reinstitute pavement management system.

ACTIVITIES AND SERVICES

The street fund maintains public streets and sidewalks, roadside vegetation, street lighting, traffic control devices, snow and ice removal, and provides support for activities within the rights of way.

CITY STREET FUND
REVENUE DETAIL
THREE YEAR COMPARISON

112.00			Actual Revenue 2010	Adjusted Estimated 2011	Estimated Revenue 2012
291	740	Beginning Appropriated Fund Balance	\$ -	\$ -	\$ 50,000
		Intergovernmental Revenue:			
333	140	Community Dev. Block Grant	\$ 213,309	\$ 298,000	\$ 160,000
333	200	Federal Indirect Grants-STP	-	300,000	-
333	200	Federal Indirect Grant - ARRA (Leadbetter)	-	-	-
334	036	State Grants - Urban Vitality (PWTF)	-	-	-
334	039	State Grants - Dept. of Comm. (PWTF)	123,046	-	-
336	000	Motor Vehicle Fuel Tax-City Street	367,133	368,982	400,000
338	950	Shared Costs-Road Improvements	-	-	-
339	202	Federal Indirect Grant - ARRA STPUS	569,477	-	-
339	281	Federal Indirect Grant - ARRA (Street Lighting)	-	117,500	-
		Total Intergovernmental Revenue	<u>1,272,965</u>	<u>1,084,482</u>	<u>560,000</u>
		Charges for Goods and Services:			
344	200	Sales of Materials	-	-	-
344	900	Street Vacation Fees	8,405	-	5,000
344	910	Charges for Services	5,745	-	-
		Total Charges for Goods and Service	<u>14,150</u>	<u>-</u>	<u>5,000</u>
		Miscellaneous Revenues:			
361	110	Interest	361	-	200
363	000	Recoveries	7,291	-	-
369	900	Miscellaneous	475	-	500
379	101	Contributed Capital - Dwyer Creek Mitigation	7,788	-	-
		Total Charges for Goods and Service	<u>15,915</u>	<u>-</u>	<u>700</u>
		Total Estimated Revenues	<u>1,303,030</u>	<u>1,084,482</u>	<u>615,700</u>
		Other Financing Sources:			
397	000	Operating Transfers In	1,763,460	1,841,867	1,361,039
		Total Other Financing Sources	<u>1,763,460</u>	<u>1,841,867</u>	<u>1,361,039</u>
		Total Estimated Resources	<u>\$ 3,066,489</u>	<u>\$ 2,926,349</u>	<u>\$ 1,976,739</u>

**CITY STREET DEPARTMENT EXPENDITURE DETAIL
THREE YEAR COMPARISON**

112.00		Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
	Roadway Preservation			
541 300	Roadway	\$ 72,790	\$ 59,073	\$ 57,261
	Road and Street Maintenance			
542 300	Roadway	305,115	237,524	236,441
500	Structures	50,140	-	10,000
610	Sidewalks	48,205	19,740	22,977
620	Special Purpose Paths	33	-	-
630	Street Lighting	266,377	250,221	259,929
640	Traffic Control Devices	86,090	103,555	104,895
660	Snow and Ice Control	44,237	59,796	65,360
670	Street Cleaning	1,516	-	-
700	Roadside	82,793	47,842	48,207
710	Downtown Mall Maintenance	33,160	33,173	31,955
800	Ancillary Operations	20,324	23,398	26,180
900	Maintenance Administration	169,900	323,809	342,613
	Road and Street General Administration			
543 300	General Services	265,196	312,718	306,921
600	Training	3,712	4,000	4,000
	Road and Street Facilities			
544 200	Maintenance of Stations and Bldgs	64,179	-	-
	Total Preservation and Maint.	1,513,767	1,474,849	1,516,739
	Road and Street Construction			
595 300	Roadway	1,430,243	1,000,000	300,000
610	Sidewalks	233,604	334,000	160,000
620	Special Purpose Paths	7,475	-	-
630	Street Lighting	776	117,500	-
660	Snow/Ice Control	-	-	-
	Total Construction/Equipment	1,672,098	1,451,500	460,000
	Transfers			
597 000	Operating Transfer Out	-	-	-
	Total City Street Fund	<u>\$ 3,185,865</u>	<u>\$ 2,926,349</u>	<u>\$ 1,976,739</u>
	% Increase (Decrease) over prior year		-8.15%	-32.45%

PERSONNEL SCHEDULE	Actual Approp 2011	Estimated Required 2012
Transportation/Road & Street Construction		
Public Works Director (.15 - 2010, .10 FTE - 2011)	\$ 16,130	\$ 10,969
Public Works Operations Supervisor (.40 FTE)	29,108	31,190
Facility Operations Specialist (.75 FTE - 2011)	50,139	50,640
Lead Maintenance Worker (.70 FTE)	48,199	48,681
Senior Maintenance Worker (1.8 FTE)	113,422	114,556
Maintenance Worker II (1 FTE)	56,832	58,248
Maintenance Worker I (1 FTE)	49,621	51,615
Seasonal Maintenance Workers (1 - 3 months and 1 - 6 months)	17,815	18,000
Overtime	8,500	8,500
Total Transportation/Road and Street Const.	<u>\$ 389,766</u>	<u>\$ 392,399</u>
% Increase (Decrease) over prior year		0.68%

CAPITAL OUTLAY DETAIL:

Roadway Construction Projects		
112-59-595-300-65 * Roadway preservation		\$ 300,000
Sidewalk Construction Projects		
112-48-595-612-65 * Crown Park ADA Ramps		160,000
Total City Street Projects and Equipment		<u>\$ 460,000</u>

NW 38TH AVE Construction Fund

FUNCTION

This fund is to be established to account for the construction project to extend NW 38th Ave 2/3 of a mile. Included in the construction project is the purchase of right-a-way, the street construction, storm water drainage system, street lights and related controller, and installation of a water main. The budget appropriation for the water main construction of \$80,000 is in the Water-Sewer Fund.

REVENUE DETAIL

		Estimated Revenue 2012
313.00		
	Intergovernmental Revenue:	
333	Federal Indirect Grant - FWHA	\$ 1,450,000
333	Federal Indirect Grant - STP	350,000
	Total Intergovernmental Revenue	1,800,000
	Other Financing Sources	
395	Intergovernmental Loan Proceeds - PWTF	2,600,000
	Total Other Financing Sources	2,600,000
	Total Estimated Resources	\$ 4,400,000

EXPENDITURE DETAIL

		Estimated Required 2012
313.00		
	Capital Outlays	
595 300	Construction	\$ 4,400,000
	Total NW 38th Ave Construction Fund	\$ 4,400,000

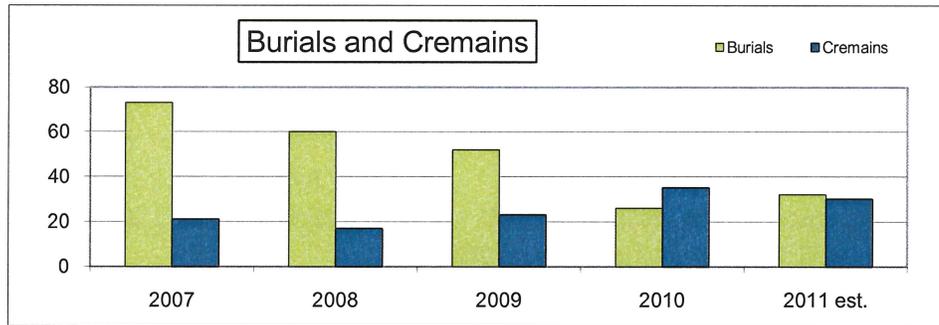
CEMETERY FUND

FUNCTION

This fund was established in 2007 to account for the operation and maintenance of the Camas Cemetery.

ACTIVITIES AND SERVICES

Staff at the cemetery maintain the facilities and grounds, coordinate burials and interments, and assist visitors.



REVENUE DETAIL THREE YEAR COMPARISON

125.00	Actual Revenue 2010	Adjusted Estimated 2011	Estimated Revenue 2012
291 740 Beginning Appropriated Fund Balance	\$ -	\$ -	\$ -
Charges for Goods and Services			
341 700 Sale of Merchandise	750		10,000
343 600 Cemetery Lot Sales	23,626	25,000	23,000
343 610 Cemetery Services	9,995	10,000	11,000
343 610 Cemetery Services	-	-	5,000
Total Intergovernmental Revenue	<u>34,371</u>	<u>35,000</u>	<u>49,000</u>
Miscellaneous Revenue:			
361 110 Investment Interest	18	100	100
367 110 Contributions	136	50	50
369 900 Miscellaneous	226	-	1,000
Total Miscellaneous Revenue	<u>380</u>	<u>150</u>	<u>1,150</u>
Other Financing Sources:			
397 000 Transfers - from General Fund	118,000	104,967	113,194
Transfers - from GMA Fund	-	20,000	10,000
Total Other Financing Sources	<u>118,000</u>	<u>124,967</u>	<u>123,194</u>
Total Estimated Revenues	<u>\$ 152,751</u>	<u>\$ 160,117</u>	<u>\$ 173,344</u>

CEMETERY FUND EXPENDITURE DETAIL

**EXPENDITURE DETAIL
THREE YEAR COMPARISON**

125.00		Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
Operations and Maintenance				
536 500	Salaries and Wages	\$ 61,312	\$ 57,836	\$ 64,630
	Personnel Benefits	27,971	28,624	27,984
	Supplies	5,479	2,500	10,000
	Other Services and Charges (professional services \$2,000, phones \$2,200, rentals \$8000, insurance \$130, utilities \$4,200, repairs and maintenance \$2650, miscellaneous \$250)	36,174	23,580	19,430
	Interfund payments for service	<u>13,841</u>	<u>27,577</u>	<u>41,300</u>
	Total Operations and Maintenance	<u>144,776</u>	<u>140,117</u>	<u>163,344</u>
Capital				
594 360	Machinery and Equipment - mobile office	21,159	20,000	-
	Other Improvements			10,000
	Total Capital	<u>21,159</u>	<u>20,000</u>	<u>10,000</u>
	Total Cemetery	<u>\$ 165,936</u>	<u>\$ 160,117</u>	<u>\$ 173,344</u>
	% Increase (Decrease) Prior Year			8.26%

CEMETERY PERSONNEL SCHEDULE		Actual Approp 2011	Estimated Required 2012
	Public Works Operations Supervisor (.05 FTE)	\$ 3,639	\$ 3,899
	Senior Maintenance Worker 1 (.75 FTE)	47,259	47,731
	Overtime	1,000	1,000
	Seasonal Maint. Wkr. (.50 FTE)	5,938	12,000
	Total Cemetery	<u>\$ 57,836</u>	<u>\$ 64,630</u>
	% Increase (Decrease) Prior Year		11.75%

STORM WATER DRAINAGE UTILITY

MISSION STATEMENT

The storm water drainage function provides for maintenance, operation, planning, and construction of the City's storm water system in compliance with the National Pollutant Discharge Elimination System Phase II Permit (NPDES).

DEPARTMENT GOALS FOR 2012

1. Promote water quality and minimize runoff of pollutants into waterways.
2. Comply with National Pollutant Discharge Elimination System (NPDES) phase 2 permit.
3. Monitor and maintain City owned wetland mitigation sites.
4. Establish a Storm Water Master Plan as a basis for future capital improvements.
5. Prepare for new NPDES Permit implementation.

ACTIVITIES AND SERVICES

The storm utility provides for the maintenance and capital improvements required to meet regulatory requirements and provide safe and reliable transmission of storm runoff. Maintenance items include street sweeping, ditch cleaning, treatment and detention facility upkeep, catch basin cleaning, and storm line cleaning and repair. The fund also supports public outreach, illicit discharge hotlines and capital improvements.

REVENUE DETAIL THREE YEAR COMPARISON

419.00	Actual Revenue 2010	Actual Estimated 2011	Estimated Revenue 2012
291 740 Beginning Appropriated Fund Balance	\$ -	\$ 108,216	\$ -
Intergovernmental Revenues:			
333 140 Community Development Block Grant	280,710		
333 200 Federal Grant - STP	-	50,000	-
334 031 State Grant - Dept. of Ecology	-	115,230	20,000
334 039 State Grant - Dept. of Commerce PWTF	123,715		
334 069 State Grant - Urban Vitality PWTF	-	-	-
Total Intergovernmental Revenues	<u>404,425</u>	<u>165,230</u>	<u>20,000</u>
Charges for Goods and Services:			
343 830 Storm Drainage Revenues - O & M	924,621	955,000	963,214
Total Charges for Goods and Services	<u>924,621</u>	<u>955,000</u>	<u>963,214</u>
Miscellaneous Revenues:			
361 110 Investment Interest	3,200	3,500	2,000
Total Miscellaneous Revenues	<u>3,200</u>	<u>3,500</u>	<u>2,000</u>
Other Income:			
379 001 Contributed Capital - Infrastructure	-	-	-
Total Other Income	<u>-</u>	<u>-</u>	<u>-</u>
Total Estimated Revenues	<u>1,332,246</u>	<u>1,231,946</u>	<u>985,214</u>
Total Estimated Resources	<u>\$ 1,332,246</u>	<u>\$ 1,231,946</u>	<u>\$ 985,214</u>

**STORM WATER DRAINAGE UTILITY EXPENDITURE DETAIL
THREE YEAR COMPARISON**

419.00.538	Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
300 Operations and Maintenance			
Salaries and Wages	\$ 94,222	\$ 122,153	\$ 105,780
Personnel Benefits	24,776	38,280	28,333
Supplies	19,401	4,000	4,000
Other Services and Charges	141,740	68,400	68,400
Intergovernmental Services and Taxes	14,594	16,000	20,000
Interfund Payments for Services	67,291	37,050	17,742
Total Operations and Maintenance	<u>362,025</u>	<u>285,883</u>	<u>244,255</u>
315 Street Cleaning			
Salaries and Wages	53,582	52,880	55,010
Personnel Benefits	36,012	20,072	19,003
Supplies	409	1,000	1,000
Other Services and Charges (debris disposal)	10,392	6,500	6,500
Interfund Payments for Services	61,920	76,330	63,150
Total Street Cleaning	<u>162,316</u>	<u>156,782</u>	<u>144,663</u>
316 Administration			
Salaries and Wages	49,355	43,337	65,976
Personnel Benefits	31,833	13,879	22,796
Other Services and Charges (GIS mapping service \$10,000, misc \$1,000)	685	64,400	11,000
Interfund Payments for Services	180,925	226,665	235,524
Total Street Cleaning	<u>262,798</u>	<u>348,281</u>	<u>335,296</u>
Capital			
594 380 Capital Outlays - Non-Fisher Basin	146,640	105,000	100,000
594 381 Capital Outlays - Fisher Basin	381,558	336,000	161,000
Total Capital	<u>528,198</u>	<u>441,000</u>	<u>261,000</u>
Total Storm Water Drainage Utility Fund	<u>\$ 1,315,337</u>	<u>\$ 1,231,946</u>	<u>\$ 985,214</u>
% Increase (Decrease) Prior Year		-6.34%	-20.03%

STORM WATER DRAINAGE UTILITY EXPENDITURE DETAIL

419.00.538	Actual Approp 2011	Estimated Required 2012
-------------------	--------------------------	-------------------------------

OTHER SERVICES AND CHARGES DETAIL:

Professional Services		
NPDES Implementation	\$ -	\$ -
Operating Rentals	3,000	3,000
Repairs and Maintenance		
TV inspection, cleaning, & repair of mains and culverts	35,000	35,000
Stencil program	5,000	5,000
Ditch and pond cleaning	10,000	10,000
Insurance	7,400	7,400
Miscellaneous: NPDES Permit Fee	-	-
General Miscellaneous	8,000	8,000
Total Other Services and Charges:	\$ 68,400	\$ 68,400

STORM DRAINAGE UTILITY CAPITAL DETAIL:

Non-Fisher Basin		
Wetland monitoring		\$ 25,000
Pipe rehab/replacement		50,000
City facility upgrade		25,000
Fisher Basin		
Wetland improvements		36,000
Wetland monitoring		50,000
Lacamas Meadows Pond Upsize		75,000
Total Storm Drainage Utility Capital		\$ 261,000

STORM WATER DRAINAGE PERSONNEL SCHEDULE	Actual Approp 2011	Estimated Required 2012
Public Works Director (.20 FTE)	\$ 21,506	\$ 21,720
Public Works Operations Supervisor (.30 FTE)	21,831	23,392
Lead Maintenance Worker (.3 FTE)	20,657	20,863
Senior Maintenance Worker (.2 FTE)	12,602	12,728
Maintenance Worker II (1 FTE)	52,764	56,553
Maintenance Worker I (1 FTE)	52,380	54,510
Overtime	1,000	1,000
Seasonal Maint. Worker (1.5 FTE)	35,630	36,000
Total Storm Water Drainage	\$ 218,370	\$ 226,766
% Increase (Decrease) Prior Year		3.84%

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 2012

1. Modify routes as needed to reduce overtime.
2. Prepare for Lacamas Heights area responsibility to start January 1, 2013.

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 2010	Adjusted Estimated 2011	Estimated Revenue 2012
291 740 Beginning Appropriated Fund Balance	\$ -	\$ -	\$ 2,210
343 Charges for Goods and Services:			
Garbage/Solid Waste Fees	1,860,442	1,892,734	1,945,400
Total Charges for Goods and Services	<u>1,860,442</u>	<u>1,892,734</u>	<u>1,945,400</u>
Miscellaneous Revenues:			
361 110 Interest Earnings	3,933	4,000	1,300
362 900 Other Rents & Use Charges	613	-	-
Total Miscellaneous Revenues	<u>4,546</u>	<u>4,000</u>	<u>1,300</u>
Total Estimated Revenues	<u>1,864,988</u>	<u>1,896,734</u>	<u>1,946,700</u>
Total Estimated Resources	<u>\$ 1,864,988</u>	<u>\$ 1,896,734</u>	<u>\$ 1,948,910</u>

**CITY SANITARY EXPENSE DETAIL
THREE YEAR COMPARISON**

422.00.537	Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
800 & 900 GARBAGE AND SOLID WASTE UTILITY			
Salaries and Wages	\$ 262,439	\$ 265,621	\$ 268,128
Personnel Benefits	131,232	124,820	139,277
Supplies	6,210	60,500	52,000
Other Services and Charges			
Insurance, repairs, communication, bill processing, software maintenance	28,253	27,600	27,150
Recycling Contractor	257,173	315,175	328,190
Disposal Fees	513,324	526,240	538,005
Intergovernmental Services and Taxes	86,781	88,000	92,000
Interfund Payments for Services	<u>469,036</u>	<u>488,778</u>	<u>504,160</u>
TOTAL GARBAGE AND SOLID WASTE UTILITY	<u>\$ 1,754,447</u>	<u>\$ 1,896,734</u>	<u>\$ 1,948,910</u>
% Increase (Decrease) Prior Year		8.11%	2.75%

CITY SANITARY PERSONNEL SCHEDULE	Actual Approp 2010	Estimated Required 2011
REFUSE COLLECTION		
Public Works Director (.10 FTE)	\$ 10,753	\$ 10,860
Chief Sanitation Worker	66,852	67,521
Sanitation Worker II (3)	173,016	174,747
Overtime	<u>15,000</u>	<u>15,000</u>
Total Garbage and Solid Waste Utility	<u>\$ 265,621</u>	<u>\$ 268,128</u>
% Increase (Decrease) Prior Year		0.94%

WATER-SEWER

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 2012

1. Provide safe and reliable water service to our customers for domestic, commercial, industrial, and fire protection uses.
2. Rehabilitate Jones/Boulder surface water source.
3. Provide collection and treatment of residential, commercial and industrial wastewater. the systematic reconstruction and maintenance of aged and leaking pipes.
4. Continue construction of the wastewater treatment plant solids handling upgrade, and additional water quality improvements.
5. Continue with upgrading of wastewater pumping stations.

ACTIVITIES AND SERVICES

The water/sewer 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 2010	Adjusted Estimated 2011	Estimated Revenue 2012
291 740	Beginning Appropriated Fund Balance	\$ -	\$ 66,000	\$ -
343	Charges for Goods and Services:			
	Water-Sewer	\$ 7,821,877	\$ 8,261,050	\$ 8,134,886
346 500	Inspection Fees - Step System	13,800	6,000	80,000
	Total Charges for Goods and Services	<u>7,835,677</u>	<u>8,267,050</u>	<u>8,214,886</u>
	Miscellaneous Revenues:			
361 110	Investment Interest	8,500	12,000	5,000
	Other Miscellaneous Revenue	123,148	113,880	116,000
	Total Miscellaneous Revenues	<u>131,648</u>	<u>125,880</u>	<u>121,000</u>
	Total Estimated Revenues	<u>7,967,325</u>	<u>8,392,930</u>	<u>8,335,886</u>
	Non Revenues:			
334 031	State Grant - Dept. of Ecology	97,309	-	-
343 450	Water Hook-up Fees	49,051	40,000	-
343 550	Sewer Hook-up Fees	-	-	-
379 000	Contributed Capital	824,975	-	-
382 800	Intergovernmental Loan Proceeds	-	-	-
388 100	Contributed Capital - Local Sources	-	-	250,000
388 800	Prior Years Correction	(266,572)	-	-
395 400	Gain/Loss on Disposal of Assets	(10,382)	-	-
397 000	Transfers In	400,000	180,369	-
398 900	Long-term Debt Proceeds	-	-	-
	Total Estimated Non-Revenues	<u>1,094,380</u>	<u>220,369</u>	<u>250,000</u>
	Total Estimated Resources	<u>\$ 9,061,705</u>	<u>\$ 8,679,299</u>	<u>\$ 8,585,886</u>

**WATER-SEWER EXPENSE DETAIL
THREE YEAR COMPARISON**

424.00		Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
534, 535, and 538	WATER-SEWER			
	Salaries and Wages	\$ 1,171,634	\$ 1,235,311	\$ 1,251,793
	Personnel Benefits	513,794	517,275	561,786
	Supplies	894,303	946,000	853,000
	Other Services and Charges	1,279,882	1,253,700	1,311,850
	Intergovernmental Services and Taxes	284,600	300,000	290,000
582 and 592	Debt Service	2,075,840	2,079,181	2,540,227
594 340/350	Capital Outlays	3,405,726	1,582,100	1,030,000
534/535/538	Interfund Payments for Services	838,745	765,732	747,230
	TOTAL WATER-SEWER FUND	<u>\$ 10,464,522</u>	<u>\$ 8,679,299</u>	<u>\$ 8,585,886</u>
	% Increase (Decrease) Prior Year		-17.06%	-1.08%

OTHER SERVICES AND CHARGES DETAIL:

Professional Services	\$ 195,500	\$ 332,000
(Water quality testing, chemical equipment upgrades, system modeling and third party review, utility billing payment software, answering service, janitorial service, water right evaluation, industrial testing, headworks evaluation, mapping, sonitrol monitoring, one call services, rate study update, lab analysis, biosolids land application program, infrared heat source testing, rate review, NPDES permit review, commercial/industrial/residential water audit programs,		
Communication (telephone, pagers, cell phones)	16,000	20,800
Travel	1,500	1,500
Operating rentals and leases (well site, equipment)	17,700	11,750
Insurance (property and liability)	99,500	123,000
Public Utility (electric, gas)	516,000	512,800
Repairs and maintenance (pumps, pump house, reservoirs, watershed, telemetry/control systems, generator, HVAC, linen services, SCADA computer maintenance, water lines, pressure reducers, sewer lines, step tanks)	345,500	248,500
Registrations for classes, water/sewer permits	<u>62,000</u>	<u>61,500</u>
Total other services and charges	<u>\$ 1,253,700</u>	<u>\$ 1,311,850</u>

WATER-SEWER PERSONNEL SCHEDULE	Actual Approp 2011	Estimated Required 2012
Public Works Director (.5 FTE)	\$ 53,765	\$ 54,300
Operations Supervisor - Water/Sewer	79,224	80,016
Water Supply Operator	68,855	69,545
Lead Maintenance Worker	68,855	69,544
Sewer Maintenance Worker	63,648	66,220
Senior Utility Maintenance Worker (2)	121,990	124,994
Operations Supervisor - Wastewater	77,304	78,078
Waste Water Treatment Operator (5)	324,940	329,064
Engineer I	64,968	65,618
Utility Maintenance Worker II (1 FTE)	57,672	58,248
Utility Maintenance Worker I (4 FTE)	196,276	204,166
Seasonal Maint. Worker (3 @ 3 mos .75 FTE - 2010, 2 @ 3 mos .50 FTE - 2011)	17,814	12,000
Overtime	40,000	40,000
Total Water-Sewer Utility	<u>\$ 1,235,311</u>	<u>\$ 1,251,793</u>
% Increase (Decrease) Prior Year		1.33%

WATER-SEWER CAPITAL OUTLAY DETAIL:

Construction Projects:

* Gregg Reservoir design	\$ 300,000
* NW 38th Avenue water main	80,000
* Pump Station upgrades	250,000
* Joy Street WWTP bypass design	400,000
Total	<u>\$ 1,030,000</u>

**WATER-SEWER REVENUE BOND
REDEMPTION DETAIL**

**1998 Revenue and Refunding Bonds (Sewer Projects)
\$4,370,000 issue; interest rate 3.4% to 4.45%**

	Principal	Interest	Total	Last Year of Payment
2012	\$ 380,000	\$ 81,473	\$ 461,473	
2013	395,000	65,293	460,293	
2014	415,000	47,971	462,971	2016

**Community Economic Revitalization Board Loan
\$600,000 loan; interest rate 5.85% - Fisher Basin water line**

	Principal	Interest	Total	Last Year of Payment
2012	\$ 44,222	\$ 14,539	\$ 58,761	
2013	46,809	11,952	58,761	
2014	49,547	9,214	58,761	2016

**1996 Department of Ecology Loan - STP Clarifier
\$1,185,920 loan; interest rate 4.3%**

	Principal	Interest	Total	Last Year of Payment
2012	\$ 70,960	\$ 17,754	\$ 88,714	
2013	74,044	14,670	88,714	
2014	77,262	11,452	88,714	2017

**1998 Department of Ecology Loan - Sewer Treatment Plant Expansion
\$8,826,516 loan; interest rate 4.1%**

	Principal	Interest	Total	Last Year of Payment
2012	\$ 460,118	\$ 196,140	\$ 656,258	
2013	479,176	177,082	656,258	
2014	499,024	157,234	656,258	2020

**Public Works Trust Fund Loan - Wastewater Treatment Plant Upgrade
\$3,195,000 loan; interest rate 1%**

	Principal	Interest	Total	Last Year of Payment
2012	\$ 169,092	\$ 13,527	\$ 182,619	
2013	169,092	11,836	180,928	
2014	169,092	10,146	179,238	2019

Public Works Trust Fund Loan - WWTP Pre-Construction
\$1,000,000 loan; interest rate .5%

	Principal	Interest	Total	Last Year of Payment
2012	\$ 45,139	\$ 3,611	\$ 48,750	
2013	45,139	3,385	48,524	
2014	45,139	3,160	48,299	2020

2007 Revenue Bonds - Water Projects 76%, Sewer Projects 24%
\$5,520,000 issue; interest rate 4.25% to 5.00%

	Principal	Interest	Total	Last Year of Payment
2012	\$ 220,000	\$ 216,210	\$ 436,210	
2013	230,000	205,210	435,210	
2014	240,000	193,710	433,710	2026

Public Works Trust Fund Loan - NW 38th Avenue Utilities Design
\$160,000 loan; interest rate .5%

	Principal	Interest	Total	Last Year of Payment
2012	\$ 14,536	\$ 145	\$ 14,682	
2013	14,536	73	14,609	2013

Public Works Trust Fund Loan - WWTP Construction
\$10,000,000 loan; interest rate .5%

	Principal	Interest	Total	Last Year of Payment
2012	\$ 521,930	\$ 44,364	\$ 566,294	
2013	521,930	41,754	563,684	
2014	521,930	39,145	561,075	2028

Public Works Trust Fund Loan - Well #14 Construction
\$1,313,000 loan; interest rate 1%

	Principal	Interest	Total	Last Year of Payment
2012	\$ -	\$ 26,466	\$ 26,466	
2013	58,094	11,619	69,712	
2014	58,094	11,038	69,131	2032

State Revolving Fund (SRF) Water Quality Funding
\$1,771,650 loan; interest rate 2.8%

	Principal	Interest	Total	Last Year of Payment
2012	\$ -	\$ -	\$ -	
2013	129,903	214,658	344,561	
2014	206,829	137,732	344,561	2019

WWTP - PWTF Construction Fund

FUNCTION

This fund was established to account for the construction of improvements at the Wastewater Treatment Plant. The unused budget appropriation as of December 31, 2011 will be rolled over to complete the project in 2012.

REVENUE DETAIL THREE YEAR COMPARISON

425.00	Actual Revenue 2010	Adjusted Estimated 2011	Estimated Revenue 2012
Miscellaneous Revenue:			
361 110 Investment Interest	\$ 1,536	\$ 2,369	\$ -
Total Miscellaneous Revenue	<u>1,536</u>	<u>2,369</u>	<u>-</u>
Other Financing Sources:			
391 800 Intergovernmental Loan Proceeds	-	8,126,000	-
397 000 Transfer In	196,572	371,631	-
398 900 Other Long-term Debt Proceeds	-	-	-
Total Other Financing Sources	<u>196,572</u>	<u>8,497,631</u>	<u>-</u>
Total Estimated Revenues	<u>\$ 198,107</u>	<u>\$ 8,500,000</u>	<u>\$ -</u>

EXPENDITURE DETAIL THREE YEAR COMPARISON

425.00	Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
Capital Outlays			
594 350 Salaries and Wages	\$ 36,676	\$ -	\$ -
Personnel Benefits	15,721	-	-
Construction	7,399,790	8,500,000	-
Interfund Operating Rentals	481	-	-
Total WWTP - PWTF Construction	<u>\$ 7,452,669</u>	<u>\$ 8,500,000</u>	<u>\$ -</u>

-100.00%

WATER-SEWER CAPITAL RESERVE

COMMENTS ON BUDGET APPROPRIATIONS

Resources in this Water-Sewer Capital Reserve Fund are used to help finance construction projects such as water lines, booster stations, sewer lift stations, etc. Funds are also used for matching on loans and grants the city has received on large construction projects. Nothing is budgeted in 2012 for the use of these funds, so they will accumulate for future projects.

REVENUE DETAIL THREE YEAR COMPARISON

		Actual Revenue 2010	Adjusted Estimated 2011	Estimated Revenue 2012
432.00				
	Miscellaneous Revenues:			
361	110 Interest Earnings	\$ 688	\$ 2,000	\$ -
	Total Miscellaneous Revenues	688	2,000	-
	Other Increases in Fund Equity:			
379	110 Water Development Fees	358,014	250,000	-
379	120 Sewer Development Fees	391,522	300,000	-
	Total Increases in Fund Equity	749,536	550,000	-
	Total Estimated Resources	\$ 750,224	\$ 552,000	\$ -

EXPENSE DETAIL THREE YEAR COMPARISON

FUND NUMBER	Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
432.00.597			
100 Other Financing Uses:			
Operating Transfers Out	\$ 982,869	\$ 552,000	\$ -
Total Water-Sewer Capital Reserve	\$ 982,869	\$ 552,000	\$ -

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 2012

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 a number of vehicles and pieces of equipment to maintain a safe and efficient fleet.
4. Work toward reducing the number of fleet vehicles and increase fuel efficiency.

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, police, fire, community development, engineering, and information technology departments.

EQUIPMENT RENTAL FUND

REVENUE DETAIL THREE YEAR COMPARISON

523.00		Actual Revenue 2010	Adjusted Estimated 2011	Estimated Revenue 2012
291 740	Beginning Appropriated Fund Balance	\$ -	\$ 130,048	\$ 19,976
	Miscellaneous Revenues:			
339 281	ARRA - Dept. of Energy Grant	9,000	-	
348 300	Charges for Services	1,089	500	500
361 110	Investment Interest	2,498	2,500	3,000
362 100	Equipment/Vehicle Rentals	1,955		
363 000	Insurance Premiums/Recoveries	563	2,000	2,000
365 100	Interfund Equipment/Vehicle Rentals	1,049,879	1,050,000	1,100,000
365 400	Interfund Space and Facilities Rentals	238,920	240,000	250,000
369 900	Other Miscellaneous Revenues	2,507	3,000	3,000
	Total Miscellaneous Revenues	<u>1,306,410</u>	<u>1,298,000</u>	<u>1,358,500</u>
	Total Estimated Revenues	<u>1,306,410</u>	<u>1,428,048</u>	<u>1,378,476</u>
	Other Financing Sources:			
388 800	Prior Years Correction	(6,350)		
395 100	Proceeds From Sales of Assets	15,951		
395 400	Gain/Loss Sale of Assets	(4,866)	-	-
	Total Other Financing Sources	<u>4,735</u>	<u>-</u>	<u>-</u>
	Total Estimated Resources	<u>\$ 1,311,145</u>	<u>\$ 1,428,048</u>	<u>\$ 1,378,476</u>

EXPENSE DETAIL THREE YEAR COMPARISON

523.00		Actual Expended 2010	Actual Approp 2011	Estimated Required 2012
	Equipment Rental			
548	Salaries and Wages	\$ 250,183	\$ 265,318	\$ 269,738
548	Personnel Benefits	110,542	115,519	114,377
548	Supplies	315,918	313,700	339,000
548	Other Services and Charges	116,840	155,800	125,700
582 and 592	Debt Service	61,031	61,217	-
594 480	Capital Outlays	186,067	571,500	504,000
548	Interfund Payments for Services	28,002	29,994	25,661
	Total Equipment Rental	<u>\$ 1,068,582</u>	<u>\$ 1,513,048</u>	<u>\$ 1,378,476</u>
	% Increase (Decrease) Prior Year		41.59%	-8.89%

EQUIPMENT RENTAL PERSONNEL SCHEDULE	Actual Approp 2011	Estimated Required 2012
MUNICIPAL VEHICLE SERVICES		
Public Works Director (.05 FTE)	\$ 5,377	\$ 5,430
Public Works Operations Manager (.05 FTE)	-	-
Public Works Operations Supervisor (.05 FTE)	3,639	3,899
Chief Mechanic	73,069	73,799
Mechanics (2)	130,817	132,126
Senior Admin. Support Assistant	51,416	53,484
Overtime	1,000	1,000
Total Municipal Vehicle Services	<u>\$ 265,318</u>	<u>\$ 269,738</u>
% Increase (Decrease) Prior Year		1.67%

CAPITAL OUTLAY DETAIL:

Machinery and Equipment:		
* Replace operations center pick-up #259		\$ 28,000
* Replace mower #325		28,000
* Replace patrol car #266- police		38,000
* Replace patrol car #379 - police		38,000
* Replace detective car #333 - police		38,000
* Replace tilt mower #356		50,000
* Replace sanitation truck #334 - sanitation		284,000
Total Capital Outlays		<u>\$ 504,000</u>

OTHER SERVICES AND CHARGES DETAIL:

Professional Services (janitorial, fire extinguisher service, hazmat removal, linen service)		\$ 14,500
Communication (telephone, pagers, cell phone)		4,800
Operating Rentals		5,500
Public Utility		28,000
Insurance		21,900
Repair and Maintenance (vehicles, HVAC, lights, lift maintenance, fire extinguisher, copier maintenance)		47,000
Registrations for classes		4,000
Total other services and charges		<u>\$ 125,700</u>