ORDINANCE NO. 2669

AN ORDINANCE adopting the budget for the City of Camas, Washington, for the fiscal year beginning January 1, 2013

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, 2013, and a notice was published that the Council of said City would meet on the 17th day of December, 2012 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, 2013, as set forth in said budget and which is hereby adopted, are fixed in the following amounts, to wit,

FUND	DEPARTMENT	AMOUNT	
General	Legislative	$ 81,900	
	Judicial	275,600	
	Executive	287,351	
	Financial & Record Services	744,954	
	Legal	104,600	
	Human Resources	168,419	
	Central Services	143,300	
	Other General Government Services	117,475	
	Law Enforcement	4,612,877	
	Fire Department	3,105,269	
	Detention and/or Correction	468,598	
	Protective Inspections	414,945	
	Emergency Services	19,000	
	Information Systems	456,527	
	Engineering & Administration	1,239,821	
	Animal Control	95,870	
	Information and Outreach	5,200	
	Planning and Community Development	454,374	
	Senior Programs	5,300	
	Library	1,311,833	
	Parks and Recreation	1,354,393	
	Interfund Transfer to Street Dept.	1,100,546	
	Interfund Transfer to Cemetery Fund	73,901	
TOTAL GENERAL FUND			$ 16,642,052

FUND	AMOUNT
City Street Fund	$ 3,613,959
NW 38th Ave Construction Fund	5,300,000
Friberg Street Construction Fund	2,955,000
Community Center Capital Projects Fund	1,900,000
Emergency Rescue Fund	3,194,833
Cemetery Fund	139,951
Hotel-Motel Lodging Tax Fund	5,000
Unlimited Tax General Obligation Bond Redemption Fund	623,361
Limited Tax General Obligation Bond Redemption	640,484
Growth Management Act Capital Project Fund	2,409,997
Storm Water Drainage Utility Fund	1,039,895
City Sanitary Fund	1,943,035
Water-Sewer Fund	13,133,855
Waste Water Treatment Plant Construction Fund	3,300,000
Water-Sewer Capital Reserve Fund	785,000
Equipment Rental Fund	1,222,000
Firemen's Pension Fund	25,000
TOTAL ALL FUNDS	$ 42,231,370

SECTION II

That certain document entitled "Budget 2013" for the year beginning January 1, 2013, 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, 2013.

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 17th day of December 2012.

SIGNED: _____

ATTEST: _____

APPROVED as to form:

_____
City Attorney

CITY OF CAMAS, WASHINGTON
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2013 BUDGET MESSAGE
From
Mayor Scott Higgins
To
Council and Citizens

This presents a fifth consecutive recession budget, and the team perseveres in public service. This message is to accompany the full 2013 budget document. The message provides highlights. The 2013 budget for the City of Camas retains adequate service for the citizens of Camas in another year of budget stress and caution. Staffing is stable and service levels experience some marginal decline. However, citizens will continue to benefit from a balanced array of municipal services at adequate levels. We see signs of gradual local economic growth; and continue to invest in the City's infrastructure and our community future. Since City revenues typically "trail" the economy generally, the budget again cautiously does not yet project major recovery. The actual evidence bears continued attention. Our duties will require us to observe local conditions carefully, monitor our budgets, actively promote economic growth, competently embrace opportunities and be flexible as we meet the future. The Lacamas Lake Lodge initiative, the series of infrastructure investments, and the stabilization of the Emergency Medical Services finances are the three large highlights of the 2013 proposed budget.

The proposed budget meets several continuing goals, including:

1) Provide an adequate, austere, balanced array of services.
2) Use existing revenue streams.
3) Preserve a base level of General Fund reserves (above 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.
5) Achieve efficiencies, and capture opportunities.

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. Three Fire/EMS line positions which are funded by the SAFER grant are included in the '13 budget. There are reductions of about three non-grant funded positions; achieved 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 including, construction of the 38th Avenue Extension Project, building the Lacamas Lake Lodge and Conference Center, work on Phase II B of the Wastewater Treatment Plant Project; important initial work on the Jones & Boulder Creek Waterline Project, Friberg Road construction, and other important physical projects. The major street program—the arterial/collector street rehabilitation effort is again funded with Real Estate Excise Tax (REET) revenues. Although the street projects do not fully meet our estimated street reconstruction needs, the program and other arterial improvements are addressing a major portion of the need.

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 declined very sharply in the recession. This was "driven" by virtually unprecedented and serious declines in assessed value (AV). The declines were $91 million (or 2.8%) for the 2009 tax year, $401 million (12.7%) for 2010, $193 million (7%) for 2011 and $56

million (2.2%) for 2012. For the 2013 tax (and calendar year) the Assessor's office provided estimates on October 10th, as the budget was well along in its process. The Assessors' estimates showed a $56 million (2.2%) A.V. decline, which was mostly offset by an addition of $39 million in new construction value in Camas. Thus the net change in the 2013 assessed value was $16 million or a net loss of about one half of one percent. Based on the past two years' evidence, the AV decline in the value of existing property in Camas 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 1st of each year. The "snapshot" for calculating 2013 property taxes was a "still photo" of value as of January 1, 2012.

As we have weathered this long recession winter, two major, positive revenue facts have benefited the General Fund. First, the police station bonded debt was fully repaid. The building was constructed with "councilmanic" bonded debt, requiring about $300,000 per year, debt payments for a 15-year period. This "revenue stream" became available to support the array of General Fund purposes in the 2012 budget, and this stream continues. Second, the "REET Flexibility Legislation" (HB 1953) passed in the 2011 Legislative Session and became law. Camas sought this legislative change, and acknowledges State Senator Rivers for her active support of this change. The 2012 budget used $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. For the 2013 budget, a REET transfer of $380,000 is proposed. This level may not be sustainable beyond this year. The flexibility legislation has a cap and a sunset. The cap indicates that no more than 35% of REET total balances in any one year may be transferred. The legislative authority is scheduled to "sunset" in 2016, unless extended by future legislative action. Although the General Fund has been assisted by the police station bond completion and the REET flexibility, there remains a troubling structural imbalance in the General Fund. This imbalance, under low inflation circumstances, is estimated in the three to five percent range.

Looking to the future there are grounds for both optimism and for caution. The local economy gives evidence of economic strengthening. As 2012 closes, one notes that building is diverse in the community. This is across a spectrum of development, including residential, commercial, industrial and public construction. Activities of the Camas-Washougal Economic Development Association (CWEDA) are bringing results. As a major, current example, announcement of a Camas location decision of a bio-medical firm is imminent. The CWEDA three party collaboration between Camas, Washougal and the Port has great potential, and will require sustained partnership. There is also stable funding for the Downtown Camas Association (DCA), supporting DCA's role in economic vitality and downtown health. The Farmers' Market enlivened the downtown again this season, and is expected to continue. In the residential arena, we now expect that about 120 permits will be issued in 2013. This contrasts with 74 and 70 in "low" prior years. Major subdivisions on the northeast and west sides of Camas will see new home construction. The commercial, office, and industrial sectors have significant 2013 potentials. The Fisher Development five story office building was occupied in 2011. Upwards of 450 employees are in the first phase building. Two smaller structures were added on the Fisher Campus. More development of this complex may happen in the new year. IMT Bodycote is expanding its operation and building on Pacific Rim Blvd. Peacehealth is ahead of its schedule on occupying their new headquarters near Camas, and many of the Peacehealth workforce will surely choose to live in Camas. Other existing firms appear to be considering investments in Camas, and we are encouraged by this.

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 State budget is still in difficult shape. Cities, including Camas will see lessened liquor revenues as a result of state decisions. For Camas, the 2013 reduction of liquor revenues are estimated at $23,000. The effects of the State Supreme Court decision on school financing loom, and may affect the future prospects for state support of local governments and infrastructure funding. In the federal arena, the potential of "sequestration" and the possible effects of the "fiscal cliff" are subjects of concern and speculation. The prognosis for the state and national economy is also a speculation, often colored by varied political "lenses". 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. The City has contracts or other binding commitments for these projects, and we have budgeted for these and other similarly secure projects. Here are four important illustrations of this phenomenon:

1) Camas' 38th Street Project has been approved by the Southwest Washington Regional Transportation Council (RTC) for $1,400,000 in Surface Transportation Program (STP) grant funding, and $1,750,000 in Transportation Improvement Board (TIB) funds.
2) 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 was approved by the 2012 legislature as part of a statewide "package" of public works projects, and is secure. We anticipate design of the reservoir in 2013, and construction in 2014.
3) The Sewer Main Replacement project has also been approved by the Public Works Board and the legislature. This project is for $3,740,000 in favored loan (one-half percent interest, 20-year term) funding. This project will need extensive permitting and design work in 2013, leading to construction in 2014.
4) The Watershed Line and Filter Plant Project was approved and funded in the amount of $8 million, of which $819,190 is "forgiven principal". The loan terms are 24 years, at one percent interest. Initial elements of this large and important project will be accomplished in 2013, with completion scheduled for 2014. The project will continue to benefit Camas with highest quality, very low cost water. The project will conserve energy, and significantly lower the utility's electric bill.

These capital investments and other ones are in the budget, and represent investment in our future. They are secure. How the "outside funding" prospects of future Camas projects will be influenced by events in the region, state, and nation is unpredictable. We are confident in our strategic approach which 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. A "mega-challenge" and opportunity for the next two decades is to provide suitable infrastructure for the annexed undeveloped area north of Lacamas Lake. Camas will meet the challenges.

Staffing. Another highlight is the staffing element of the budget. As noted, staffing is stable. Overall, the staffing pattern is flat - a projected 175.9 (FTEs). Three Fire/EMS line staff has been added with funding from the SAFER grant, and attrition accounts for reduction of other employment. The staffing ratio (FTEs per thousand inhabitants) declines under this budget to under nine (FTEs) per thousand (174 FTEs divided by 20,020 official 2012 population) for all funds. With stable staffing and population growth, the ratio of General Fund (FTEs) to

population declines from 5.7 per thousand (2012) to about 5.6 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 20,000 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 its contract groups are currently in good faith talks aimed at reaching labor agreements for the future. All current contracts expire December 31, 2012. The proposed budgets reflect current salary schedules and benefit provisions for all employees since contract talks have not come to conclusion at this writing. The medical insurance premium increases are continuing, although they have again this year moderated from the 2011 rates of increase. For the Regence plan, the increase for 2013 is 6%, offset partially by a 2% Wellness Program credit. For the Kaiser plan, the 2013 increase is 6%. Public Employee Retirement Plan employer contributions for PERS employees are scheduled to increase again in 2013. The 2013 increase is two percent for PERS. Fortunately, there is not an LEOFF pension employer contribution increase scheduled for 2013. Pension rates are legislated, and the PERS cost 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 **81**% of the budget.

Reserves. Estimating reserves is a complex and uncertain task. Caution guides our foresight. Staff estimates fall into a broad band for the General Fund (GF) December 31, 2012, ending fund balance. The Administration/Finance estimates are between $3.6 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 2013 GF balance would be about $2.9 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 $824,005 in GF reserves will be programmed to balance the 2013 GF. This is from a conservatively estimated balance of $3.7 million. The total amount of reserves is substantial. 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 $350,000 in REET revenues. Several other capital projects are funded with "outside" grants, and favored loans. The largest of these is the NW 38th Avenue Street Construction Project. Here is a list of top capital projects for 2013, with budgeted amounts for that year:

2013 Top Ten Capital Projects

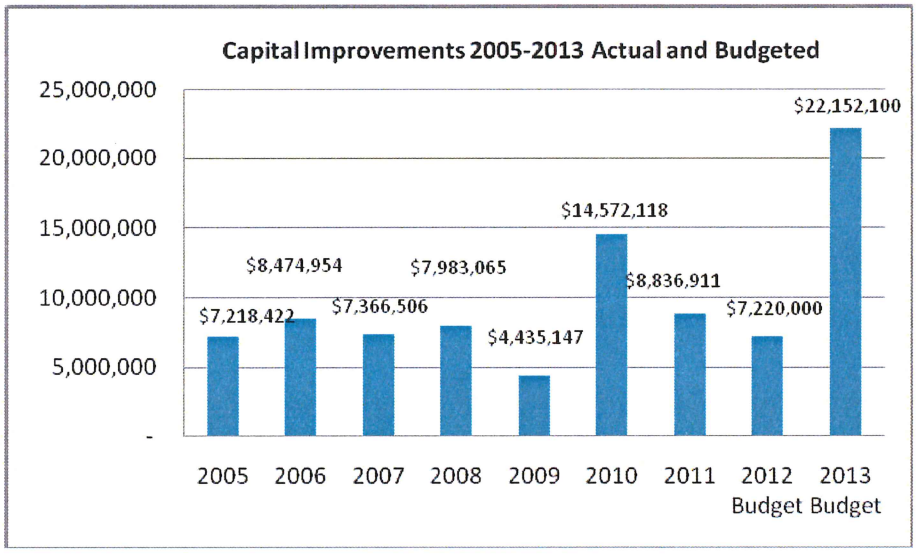
NW 38th Ave Street Construction	$	5,300,000
WasteWater Treatment Plant Phase 11B		3,300,000
Jones & Boulder Creek Waterline		3,000,000
Friberg Road Construction		2,955,000
Community Center Construction		1,900,000

Crown Road Waterline	656,100
Heritage Boat Launch	550,000
Roadway Preservation	350,000
Water Reservoir Design	300,000
Sewer Pump Station Rehabilitation	250,000

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.



Over $22 million in capital investments are reflected in the 2013 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:

Lacamas Lake Lodge and Conference Center. The Lacamas Lake Lodge and Conference Center is a "flagship" project for 2013. On the south bank of Lacamas Lake, in the center of the "Lacamas Corridor" of public park, recreation, trail and openspaces, the center will be constructed. In this beautiful setting, a modern, yet compatible structure will be built. It will host a wide variety of community events and activities. It is foreseen as the first and vital step in a longer range vision of community center/facilities in the Lacamas Corridor. Financing of the project will be provided by the Friends of the Camas Community Center ($350,000), and from the State of Washington LOCAL loan program. The favored loan of $1,550,000 is expected to provide the balance of the development/construction costs of the center, estimated at $1,900,000 in total. The repayment of the loan – made while the community enjoys the center –

is intended to be from the Growth Management Capital Facilities Fund, using Park/Openspace Impact Fees and/or Real Estate Excise Tax revenues.

Expect to see this beautiful City facility – at the lakeside – under construction in 2013.

Emergency Medical Service/Fire Department. "Righting this ship" was Chief Swinhart's description of his EMS assignment, and great progress has been made. The proposed 2013 budget shows a stabilized Emergency Medical function, delivering high quality professional service to our area's citizens.

Austerity measures. To construct the five "recession budgets" of 2008-2013, a long and continuing series of austerity measures, curtailments and cuts were implemented. There is great reliance on the departments and the department directors in the internal prioritization and balancing 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. 2011 became the baseline of the 2012 and 2013 proposed budgets. 2012 was steadier than 2011 and 2013 also appears likely to be stable. Perhaps we have unknowingly witnessed "the turn". In the coming months, we may see more clearly what we now only sense. The "new eyes" of the next City Administrator will also give analysis and perspective to the budget. A special spring budget session is recommended for an updated review.

REVIEW of the Proposed 2013 General Fund Budget:

The recommended appropriation for the General Fund in 2013 is approximately $16.3 million.

General Fund

	ADOPTED 2012	PROPOSED 2013	INCREASE (DECREASE)
Operating Programs	$15,985,957	$16,161,552	$ 175,595
Capital	120,000	180,500	60,500
Total	$16,105,957	$16,342,052	$ 236,095

OVERVIEW of the Proposed 2012 Budget for All Funds:

The proposed 2013 budget for all funds is $58 million; $17 million more than budgeted for 2012. The "all funds" appropriations are reflective of capital project appropriations, including water/sewer and street capital projects (estimated at $19 million) as well as the utility functions (i.e. refuse collection, water, sewer, etc.) and the General Fund.

CITY WORK FORCE:

Thirty-one percent (31%) of the entire "all funds" 2013 budget is allocated to personnel salaries and benefits. City employment in 2012 was 174.14 FTEs, and is estimated at 175.9 in 2013. This is a stable staff to serve a growing population. 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 only one senior staff has declared retirement plans for 2013, other possibilities exist. This is especially true for long term staff who are fully vested in Washington Public Retirement programs. Budget provisions are made for "declared" retirements, and include related costs such as accrued leave and sick leave cash-outs, consistent with adopted city policies. Provision for the retirement "cash-out" of the estimated vacation and partial sick leave balances for one declared 2013 retirement are prudently carried in the Executive Department budget. The HR budget includes minimal funding for assisted recruitments. Reduced levels of other personnel activities (recruitments, transfers, summer hires, etc.) are foreseen and budgeted.

SUPPLIES, SERVICES AND CHARGES:

Twelve percent (12%) of the "all funds" 2013 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	***$1,280,825***
Intergovernmental Services	***$1,223,280****
Public Utilities	***$1,566,507****
Supplies (includes chemicals)	***$1,256,100***
Vehicle Maintenance/Fuel	***$ 290,975***
Repairs and Maintenance	***$ 630,943***
Insurance	***$ 395,409***
Small Tools	***$ 290,975***

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

DEBT OBLIGATIONS:

Eight percent (8%) of the "all funds" budget goes toward debt repayment for the current year. General obligation debt repayment totals $1,253,345 for 2013 and revenue obligation debt for 2013 totals $2,965,191.

SUMMARY:

As this budget message comes to a close, it is important for me to point out something else that is coming to an end. Lloyd Halverson is retiring soon. After 22 years of shepherding the City through this process, this budget marks his last. So much has changed during those 22 years. The City has more than tripled in population, the needs of the community have grown and there have been four Mayors during his tenure. There were good economic years and there were bad economic years. The one constant has been the quiet leadership and influence of Lloyd Halverson. We will miss Lloyd's insights, wisdom and knowledge as we move into the future, but his legacy will march on. We will have a new administrator to build on the standard of excellence that this community has come to expect and we will continue to grow. I am confident in our future, but wanted to make sure we acknowledged Lloyd for his faithful service to Camas. Let me just end by saying on behalf of Camas and all its citizens, "Thank you Lloyd Halverson!"

Sincerely,

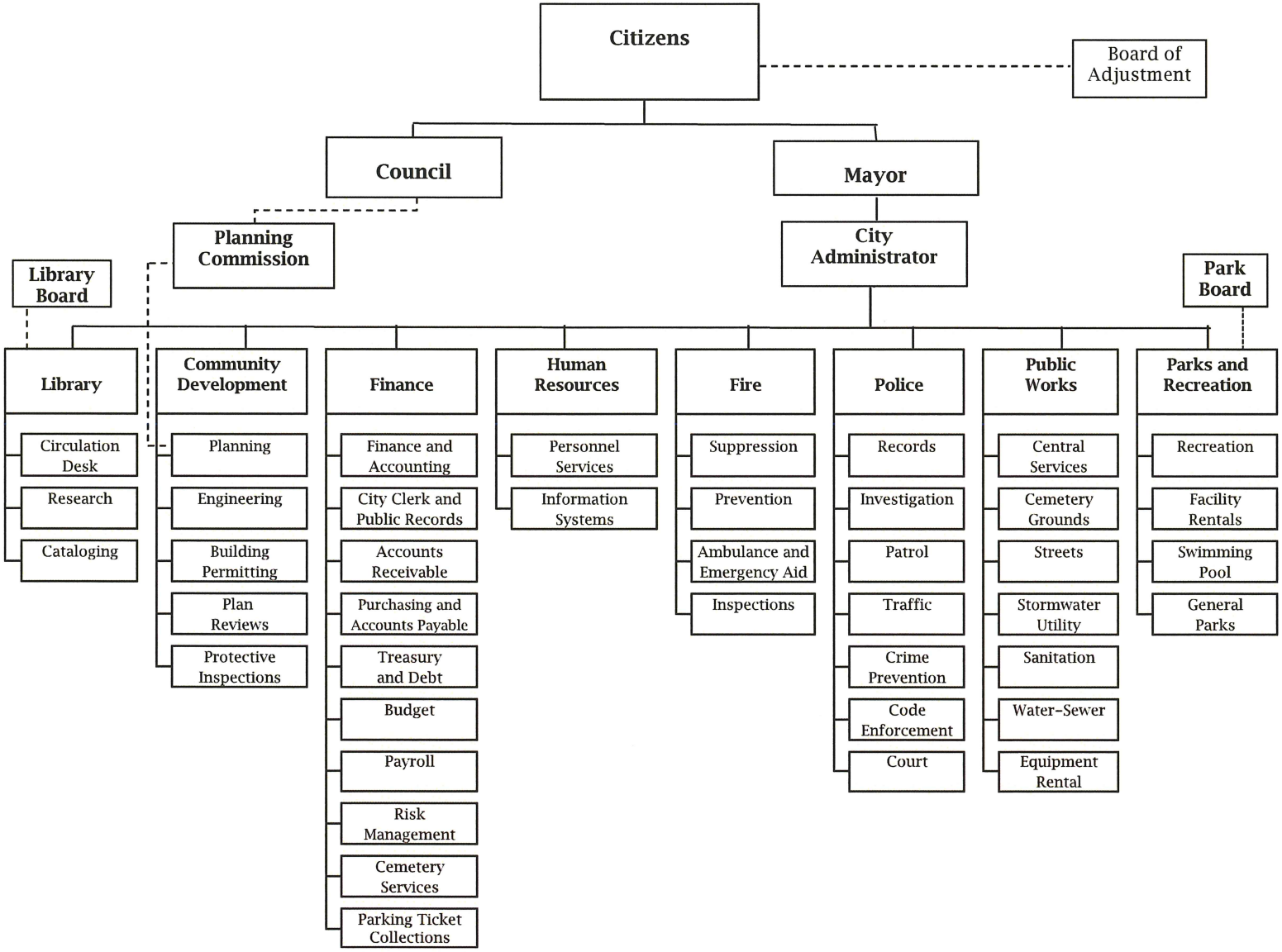
Scott Higgins
Mayor

City of Camas, Washington

Calendar for the 2013 Budget

Date	Steps in Budget Procedure
July 30, 2012	Finance Director distributes instructions and forms to departments for 2013 budget preparation.
September 4 , 2012	Departments file 2 copies of their budget, one to City Administrator and one to Finance Director.
Sept 7, 2012	Finance Department projects revenues and compiles first draft of preliminary budget.
Sept 7 – Sept 21, 2012	City Administrator and Finance Director conduct departmental hearings to draft budget to be presented by the Mayor to the City Council.
September 26, 2012	Proposed preliminary budget distributed to the City Council.
October 1, 2012	Council reviews proposed 2013 budget at workshop.
Sept 21 – Oct 17, 2012	Mayor and City Administrator prepare budget message.
October 24, 2012	Finance Department compiles proposed budget document and distributes to the City Council for their review.
November 5, 2012	Council holds workshop to further review and discuss proposed 2013 budget.
Nov 6 and Nov 13, 2012	Publish notice of tax levy hearing and statement of availability of proposed budget by November 16, 2012.
November 16, 2012	Post proposed budget on website.
November 19, 2012	Council option of additional workshop review and discuss proposed 2013 budget.
November 19, 2012	Council holds public hearing and passes ordinance fixing 2013 tax levy. Tax levy is certified and submitted to Clark County Commissioners and Assessor.
Nov 20 and Nov 27, 2012	Publish notice of budget hearing.
December 3, 2012	Council holds budget hearing; can be continued to subsequent council meetings in December.
December 2012	Council passes 2013 budget and budget ordinance is published.

CITY OF CAMAS

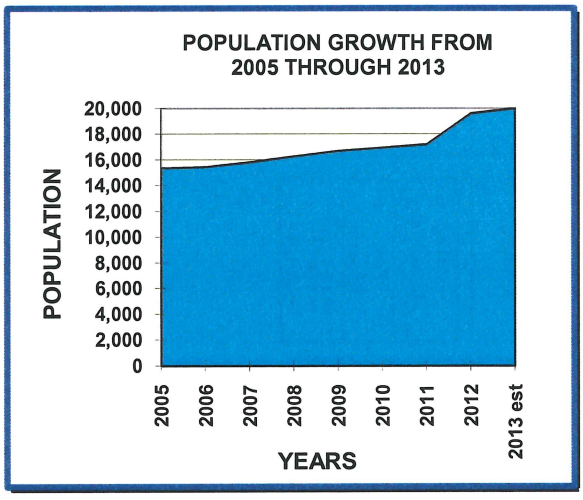


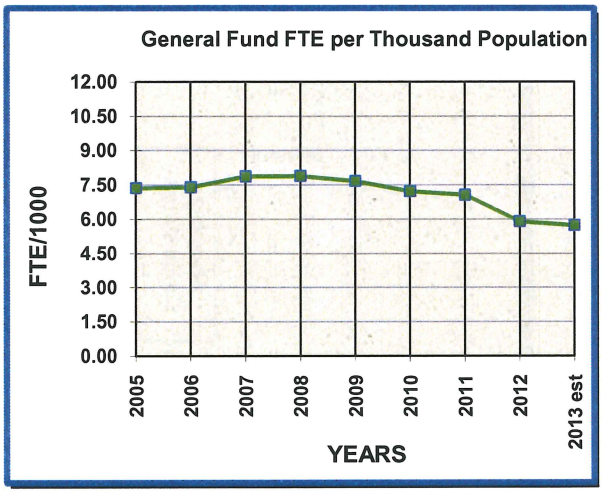
CITY OF CAMAS, WASHINGTON

Employees (Full Time Equivalents)
Nine Years 2005-2013

DEPARTMENT	2005	2006	2007	2008	2009	2010	2011	2012	2013
Executive	1.50	1.50	1.50	1.50	1.45	1.45	1.45	1.45	1.60
Finance	7.25	8.00	8.00	8.00	7.88	8.00	7.75	7.75	7.75
Personnel	1.00	1.00	1.00	1.10	1.15	1.15	1.15	1.15	1.15
Law Enforcement	27.70	31.00	32.00	32.00	30.67	29.70	29.70	29.70	29.70
Fire Control	22.90	22.40	21.50	22.08	22.20	22.20	20.90	21.10	22.90
Detention & Correction	1.48	1.48	1.48	1.53	1.68	1.68	1.68	1.75	1.75
Protective Inspections	5.50	6.50	6.00	6.00	4.00	4.00	4.10	4.10	4.10
Information Systems	2.50	2.50	3.00	3.00	3.00	4.00	4.00	3.00	3.00
Engineering & Administration	13.00	14.75	15.17	14.73	13.40	12.40	12.80	12.80	12.28
Central Services	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25
Planning	3.92	4.38	4.88	4.88	4.88	4.88	3.30	3.30	3.30
Parks	14.51	15.99	17.28	16.86	16.14	16.14	13.59	13.62	12.71
Downtown Vision Coalition	0.20	0.13	0.13	0.13	0.13	0.13	-	-	-
Library	12.55	14.53	16.16	15.91	15.41	15.41	15.10	14.77	14.78
Total General Fund	**114.25**	**124.39**	**128.33**	**127.95**	**122.22**	**121.38**	**115.77**	**114.74**	**115.27**
Street	7.88	8.38	8.38	8.53	7.74	7.44	6.55	6.50	6.50
Cemetery	0.00	0.00	1.33	1.50	1.25	1.25	1.05	1.30	1.05
Emergency Rescue	15.10	15.60	17.25	17.68	23.76	23.30	20.10	19.90	21.10
Fisher Basin Storm Water	-	-	-	-	-	-	-	-	
Sanitary	3.86	4.11	4.11	4.11	4.11	4.11	4.10	4.10	4.10
Water-Sewer	16.53	17.34	17.84	17.84	19.00	19.00	19.25	19.00	19.00
Storm Drainage Utility	2.33	2.20	2.70	2.80	3.05	4.35	4.50	4.50	4.75
Equipment Rental	4.53	4.11	4.11	4.11	4.05	4.05	4.10	4.10	4.10
TOTALS	**164.48**	**176.13**	**184.05**	**184.52**	**185.18**	**184.88**	**175.42**	**174.14**	**175.87**
POPULATION	**15,460**	**15,880**	**16,280**	**16,700**	**16,950**	**17,210**	**19,620**	**20,020**	**20,400**

Estimate



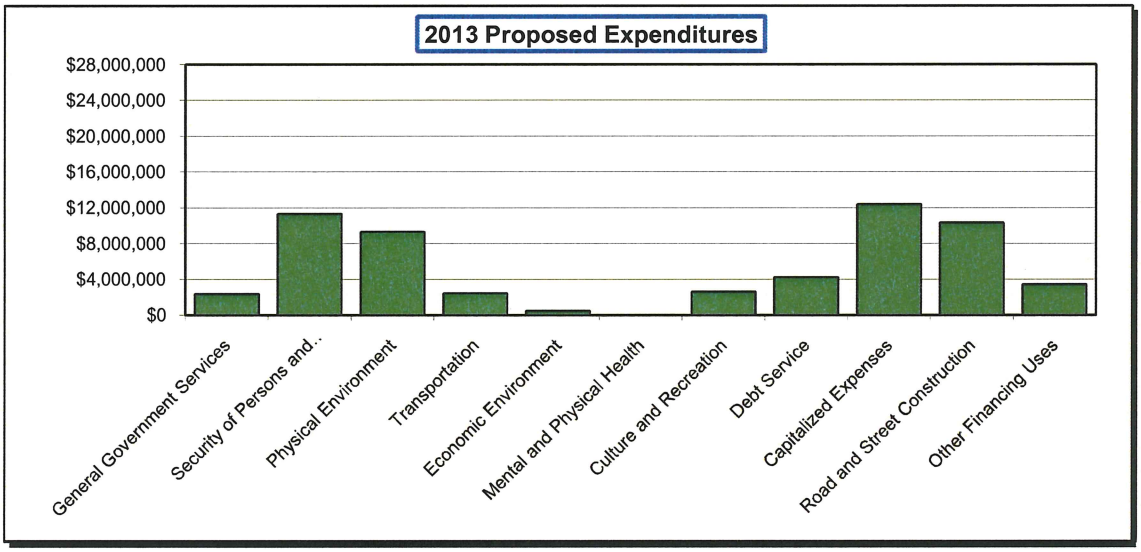


City of Camas, Washington
2013 Budget Summary
Revenues Classified by Source

	2011 Adopted Budget	2012 Adopted Budget	2013 Proposed Budget
Taxes	$ 14,025,602	14,026,011	$ 14,191,761
Licenses and Permits	636,530	524,800	404,500
Intergovernmental Revenues	4,504,879	3,720,150	8,812,753
Charges for Services	14,728,667	14,731,437	15,178,207
Fines and Forfeits	248,700	266,800	258,133
Miscellaneous Revenues	1,595,049	1,631,650	1,533,582
Other Income	550,000	250,000	350,000
Other Financing Sources	11,229,514	5,037,692	12,764,430
Budgeted Fund Balance	1,670,264	1,053,484	5,380,057
Total Revenues	$ 49,189,205	$ 41,242,024	$ 58,873,423

Expenditures by Function

	2011 Adopted Budget	2012 Amended Budget	2013 Proposed Budget
General Government Services	$ 2,335,587	$ 2,268,084	$ 2,343,526
Security of Persons and Property	10,687,677	10,822,726	11,305,522
Physical Environment	9,227,172	9,285,477	9,322,236
Transportation	2,355,180	2,391,215	2,440,959
Economic Environment	452,459	467,689	464,574
Mental and Physical Health	3,750	5,100	5,000
Culture and Recreation	2,513,086	2,601,283	2,591,026
Debt Service	3,634,680	3,727,758	4,229,036
Capitalized Expenses	13,424,600	2,375,000	12,397,100
Road and Street Construction	1,451,500	4,860,000	10,355,000
Other Financing Uses	3,103,514	2,437,692	3,419,444
Total Expenditures/Expenses	$ 49,189,205	$ 41,242,024	$ 58,873,423



City of Camas, Washington
2013 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	$ 834,505	$ -	$ -	$ -	$ -	$ -
REVENUES:						
310 Taxes	11,642,200	-	1,160,700	5,000	-	633,861
320 Licenses & Permits	404,500	-	-	-	-	-
330 Intgovt. Revenues	666,365	413,213	865,300	-	-	-
340 Chgs. for Services	1,948,250	-	1,003,300	-	65,000	-
350 Fines & Forfeits	244,600	-	13,533	-	-	-
360 Misc. Revenues	121,632	200	2,000	-	1,050	-
Total Est. Revenues	15,027,547	413,413	3,044,833	5,000	66,050	633,861
370 Other Income	-	-	-	-	-	-
380 Other Non-Revenues	-	-	-	-	-	-
390 Other Est. Fin.Source			150,000			
Loan Proceeds	300,000	1,750,000	-	-	-	-
Sale of Capital Assets	-	-	-	-	-	-
Transfers In	480,000	1,450,546	-	-	73,901	629,984
Total Est. Resources	$ 16,642,052	$ 3,613,959	$ 3,194,833	$ 5,000	$ 139,951	$ 1,263,845
APPROPRIATIONS:						
510 General Govt. Services	$ 2,318,525	$ -	$ -	$ -	$ -	$ -
520 Sec. of Person & Prop	8,260,689	-	3,044,833	-	-	-
530 Physical Environ.	1,352,291	-	-	-	139,951	-
540 Transportation		1,513,959	-	-	-	-
550 Economic Environ.	459,574	-	-	5,000	-	-
560 Mental & Phy. Health	5,000	-	-	-	-	-
570 Culture & Recreation	2,591,026	-	-	-	-	-
591 Debt Service		-	-	-	-	1,263,845
594 Capitalized Exp.	480,500	-	150,000	-	-	-
595 Road & Street Const.	-	2,100,000	-	-	-	-
Total Appropriations	15,467,605	3,613,959	3,194,833	5,000	139,951	1,263,845
Est. Other Financing Uses:						
Transfers Out	1,174,447	-	-	-	-	-
Total Estimated Uses	$ 16,642,052	$ 3,613,959	$ 3,194,833	$ 5,000	$ 139,951	$ 1,263,845

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

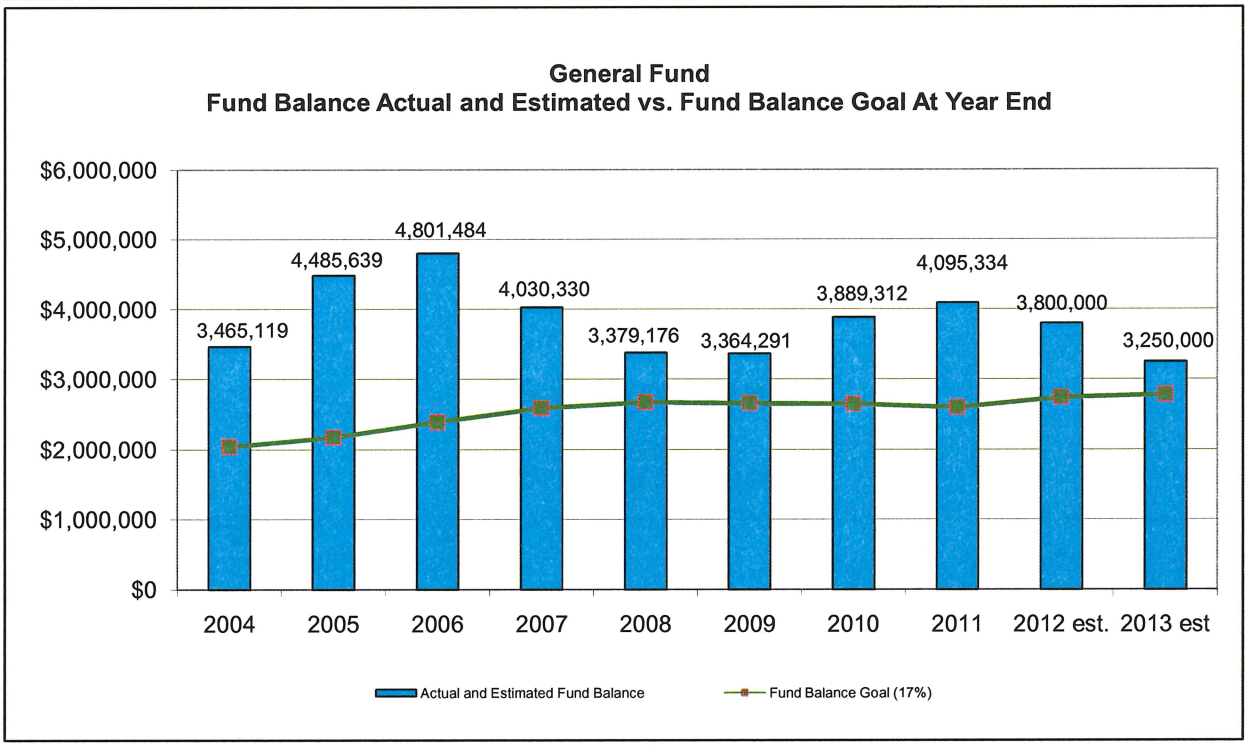
CAPITAL PROJECT FUNDS				PROPRIETARY FUNDS					
Growth Mgmt.	NW 38th Ave Construction	Friberg Street Construction	Community Center	Storm Drainage Utility	City Sanitary	Water - Sewer	Equipment Rental	Firemen's Pension Fund	Total All Funds
$ 510,997	$ -	$ -	$ 355,000	$ -	$ -	$ 3,679,555	$ -	$ -	$ 5,380,057
750,000	-	-		-	-	-	-	-	14,191,761
-	-	-		-	-	-	-	-	404,500
562,500	3,200,000	2,955,000		150,375	-	-	-	-	8,812,753
559,000	-	-		887,520	1,941,835	8,773,300	-	-	15,178,205
-	-	-		-	-	-	-	-	258,133
27,500	-	-		2,000	1,200	131,000	1,222,000	25,000	1,533,582
1,899,000	3,200,000	2,955,000	-	1,039,895	1,943,035	8,904,300	1,222,000	25,000	40,378,934
-				-	-	350,000	-	-	350,000
-					-	-	-	-	-
	2,100,000	-							2,250,000
-			1,545,000	-	-	3,500,000	-	-	7,095,000
-					-	-	-	-	-
-				-	-	785,000	-	-	3,419,430
$ 2,409,997	$ 5,300,000	$ 2,955,000	$1,900,000	$ 1,039,895	$ 1,943,035	$ 17,218,855	$ 1,222,000	$ 25,000	$ 58,873,423
$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 25,000	$ 2,343,526
-				-	-	-	-	-	11,305,522
-				769,395	1,943,035	5,117,564	-	-	9,322,236
-	-	-		-	-	-	927,000	-	2,440,959
-				-	-	-	-	-	464,574
-				-	-	-	-	-	5,000
-				-	-	-	-	-	2,591,026
-				-	-	2,965,191	-	-	4,229,036
950,000			1,900,000	270,500	-	8,351,100	295,000	-	12,397,100
-	5,300,000	2,955,000	-	-	-	-	-	-	10,355,000
950,000	5,300,000	2,955,000	1,900,000	1,039,895	1,943,035	16,433,855	1,222,000	25,000	55,453,979
1,459,997	-	-	-	-	-	785,000	-	-	3,419,444
$ 2,409,997	$ 5,300,000	$ 2,955,000	$1,900,000	$ 1,039,895	$ 1,943,035	$ 17,218,855	$ 1,222,000	$ 25,000	$ 58,873,423

Summary of Estimated Appropriations By Fund
Actual for 2011 and Appropriations for 2012 and 2013

	Actual Expenditures 2011	Actual Appropriations 2012	Estimated Required 2013
GENERAL FUND	$ 15,816,713	$ 16,105,957	$ 16,642,052
SPECIAL REVENUES:			
City Street	2,926,349	1,976,739	3,613,959
Emergency Rescue	2,895,166	2,841,447	3,194,833
Hotel-Motel Lodging Tax	5,500	5,000	5,000
Cemetery	160,117	188,344	139,951
TOTAL SPECIAL REVENUE FUNDS	5,987,132	5,011,530	6,953,743
DEBT SERVICE FUNDS:			
Unlimited Tax G.O. Bond Redemption	624,069	624,011	623,361
Limited Tax G.O. Bond Redemption	870,213	563,520	640,484
TOTAL DEBT SERVICE FUNDS	1,494,282	1,187,531	1,263,845
CAPITAL PROJECT FUNDS:			
Growth Management Capital Project	3,604,680	1,613,520	2,409,997
NW 38th St. Capital Project	-	4,400,000	5,300,000
Friberg Road Construction	-	-	2,955,000
Community Center Capital Project	-	-	1,900,000
TOTAL CAPITAL PROJECT FUNDS	3,604,680	6,013,520	12,564,997
ENTERPRISE FUNDS:			
Storm Drainage Utility	1,231,946	985,214	1,039,895
City Sanitary	1,896,734	1,948,910	1,943,035
Water-Sewer	8,679,299	8,585,886	13,133,855
WWTP - PWTF Construction	8,500,000	-	3,300,000
Water-Sewer Capital Reserve	552,000	-	785,000
TOTAL ENTERPRISE FUNDS	20,859,979	11,520,010	20,201,785
INTERNAL SERVICE FUNDS:			
Equipment Rental	1,513,048	1,378,476	1,222,000
FIDUCIARY FUNDS:			
Firemen's Pension	25,000	25,000	25,000
TOTAL	$ 49,300,834	$ 41,242,024	$ 58,873,423

2013 Schedule of
Transfers Out/ Transfers in

TRANSFERS FROM	TRANSFERS TO	AMOUNT	PURPOSE FOR TRANSFER
General Fund	Street Fund	$ 1,100,546	Street operations and construction
General Fund	Cemetery Fund	73,901	Cemetery operations
Growth Management Fund	General Fund	60,000	Fencing parameter of Police Facility
Growth Management Fund	General Fund	40,000	Technology projects: Exchange software, server
Growth Management Fund	General Fund	380,000	Parks Operations and Maintenance
Growth Management Fund	Street Fund	350,000	Roadway Preservation
Growth Management Fund	LTGO Bond Redemption	629,984	Debt service payments for: SE 1st Street Road Improvements, Fire Engine, Parker Street, 38th Ave and 2002 street reconstruction
Water-Sewer Capital Reserve Fund	Water Sewer Fund	785,000	For WWTP Phase 2B construction, Sewer extension on Friberg Road, Water/ Sewer improvements on NW 38th Ave.
Total Transfers:		$ 3,419,431	



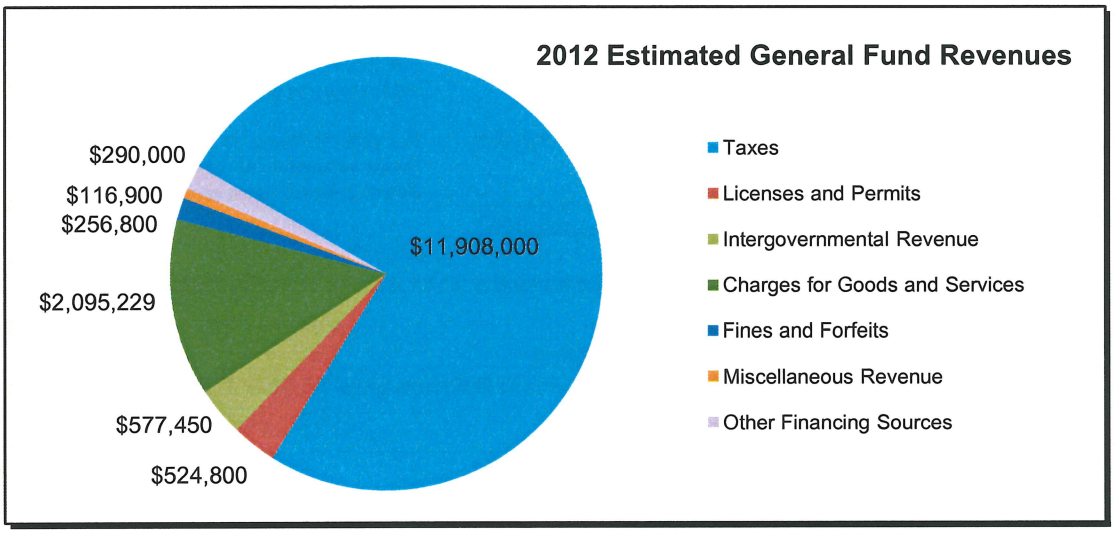
GENERAL FUND SUMMARY

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 001		Actual Revenue 2011	Adjusted Estimated 2012	Estimated Revenue 2013
291 740 00	Beginning Appropriated Fund Balance	$ -	$ 336,778	$ 834,505
	Taxes:			
311 100 00	Real and Personal Property	9,052,009	9,144,000	9,073,200
313 110 00	Local Retail Sales and Use Taxes	2,273,785	2,100,000	1,900,000
313 710 00	Local Criminal Justice	193,354	178,000	200,000
316 430 00	Natural Gas Franchise	179,715	190,000	185,000
316 450 00	Sanitary Franchise	5,546	6,000	8,000
316 460 00	Television Cable	263,671	270,000	265,000

GENERAL FUND

REVENUE DETAIL
THREE YEAR COMPARISON

FUND NUMBER 001		Actual Revenue 2011	Estimated Revenue 2012	Estimated Revenue 2013
316 810 00	Gambling Taxes	15,418	20,000	11,000
	Total Taxes	11,983,498	11,908,000	11,642,200
	Licenses and Permits:			
321 300 00	Police and Protective	975	800	500
321 990 00	Other Business Licenses	330	500	500
321 910 00	Telecommunication Franchise	1,000	1,000	1,000
322 100 00	Buildings, Structures and Equipment	466,094	500,000	383,000
322 110 00	Buildings, Structures and Equip - Fire	9,940	10,000	8,000
322 300 00	Animal Licenses	6,840	5,000	5,000
322 400 00	Street and Curb Permits	3,584	5,000	4,000
322 900 00	Other Non-Bus Licenses and Permits	2,181	2,500	2,500
	Total Licenses and Permits	490,944	524,800	404,500
	Intergovernmental Revenue:			
331 166 00	Direct Federal Grant - Ballistic Vest Grant	937	750	-
331 970 00	Direct Federal Grant - Homeland Security	-	10,000	120,000
333 206 02	Indirect Federal Grant - Traffic Safety	2,498	1,500	1,500
333 453 11	Indirect Federal Grant LSTA State Library	-	-	3,950
333 970 00	Indirect Federal Grant - Homeland Security		21,000	-
334 017 00	State Grant - WA Assoc of Sheriffs/Police	9,835	5,000	5,000
334 030 50	State Grant - Traffic Safety	597	-	-
335 000 91	P.U.D. Privilege Tax	157,352	165,000	180,000
336 060 21	Criminal Justice - Population	4,176	4,900	5,200
336 060 26	Criminal Justice - Special Programs	15,767	16,600	17,818
336 060 51	DUI - Cities	3,986	4,000	4,000
336 060 91	Fire Insurance Premium Tax	34,521	34,500	34,500
336 060 94	Liquor Excise Tax	92,353	98,300	16,817
336 060 95	Liquor Board Profits	134,915	121,400	179,580
	Total Intergovernmental Revenue	456,937	482,950	568,365
	Charges for Goods and Services:			
341 230 00	Civil Probation Filing	13	-	
341 320 00	Clerks Record Services	152	250	300
341 330 00	Court Fees	4,843	5,000	6,000
341 350 00	Other Statutory Cert Copies	1	100	-
341 430 00	Budgeting, Acctng & Audit Services	518,564	493,272	450,000
341 490 00	Shared Costs - Court	30,571	38,800	44,000
341 500 00	Sale of Maps and Publications	46	3,000	1,000
341 810 00	Printing and Duplicating Services	6,730	7,200	7,100
341 700 00	Sales of Merchandise	131	200	150
341 820 00	Engineering Services	499,733	524,312	520,000
341 930 00	Central Services-Building Rental	41,604	41,533	42,000
341 950 00	Legal Services	11,152	12,209	12,000
341 960 00	Human Resources	54,408	55,996	58,000
341 961 00	Administration Services	74,295	75,839	75,000
341 962 00	Information Technology/GIS	153,727	121,268	120,000
341 990 00	Other General Government	200	200	200
342 100 00	Law Enforcement Services	58,605	55,250	59,000
342 210 00	County Law Protection	50,000	50,000	50,000
342 210 10	Drug Enforcement	8,217	9,500	8,000

GENERAL FUND

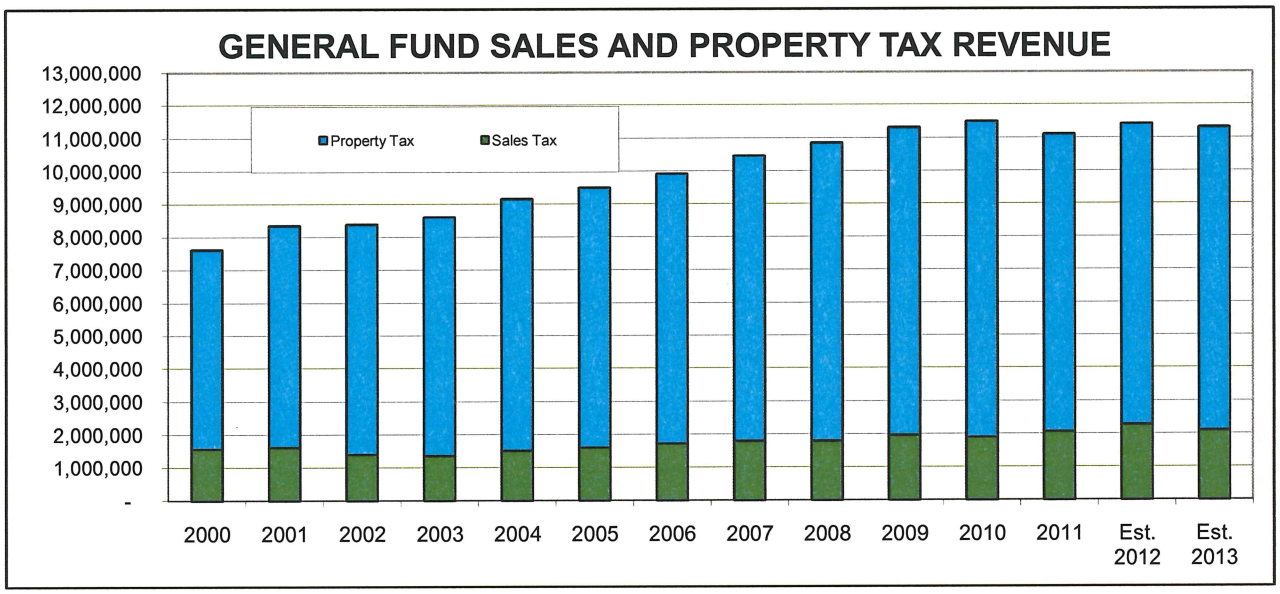
REVENUE DETAIL
THREE YEAR COMPARISON

FUND NUMBER 001		Actual Revenue 2011	Estimated Revenue 2012	Estimated Revenue 2013
342 220 00	Shared Costs - Fire Services (ECFR)	727	-	-
342 330 00	Adult Probation Services	-	-	-
342 360 00	Monitoring of Prisoners	2,000	3,000	4,500
342 400 00	Protective Inspection Fees	3,082	5,800	1,000
342 400 20	Inspection Fees - Construction	106,054	50,000	70,000
342 500 00	Emergency Services Fees	10,250	13,000	23,000
345 810 00	Zoning and Subdivision Fees	95,662	75,000	60,000
345 830 00	Plan Check Fees	229,589	325,000	240,000
345 830 10	Plan Check Fees - Fire	8,098	7,000	7,000
345 830 20	Plan Review-Engineering & Planning	55,954	30,000	35,000
345 890 00	Other Planning Fees	5,985	10,000	6,000
347 310 00	Swimming Pool Admissions	14,921	25,000	18,000
347 610 00	Swim Lessons	35,726	43,000	38,000
347 620 00	Recreation Programs	88,493	109,000	91,000
	Total Charges for Goods and Services	2,169,533	2,189,729	2,046,250
	Fines and Forfeits:			
352 300 00	Mandatory Insurance Costs	4,124	5,000	2,000
353 100 00	Traffic Infraction Nonparking	98,038	115,000	100,000
353 700 00	Non-Traffic Infraction Penalties	516	700	-
354 000 00	Parking Violations	17,818	18,000	18,000
354 100 00	Parking Violation Penalties	5,165	5,000	5,000
355 200 00	Driving Under the Influence Fines	9,538	12,000	9,000
355 800 00	Other Criminal Traffic Misdemeanor	14,428	15,000	20,000
356 900 00	Other Non-Traffic Misdemeanors	16,906	18,000	18,000
357 390 00	Other Criminal Costs	47,504	50,000	53,000
357 330 00	Public Defense Costs	12,280	12,500	14,000
359 700 00	Library Fines	5,320	5,600	5,600
359 900 00	Miscellaneous Fines	1,000	-	-
	Total Fines and Forfeits	232,637	256,800	244,600
	Miscellaneous Revenues:			
361 110 00	Investment Interest	12,267	8,000	7,000
361 400 00	Interest on Sales Tax, Court Fees	20,462	19,500	14,000
362 400 00	Space /Facilities Rents - Short-term	458	100	500
362 401 00	Space/Facilities Rentals-Community	10,618	10,000	15,000
362 402 00	Space/Facilities Rentals-Lacamas Lake Lodge	-	-	13,332
362 500 00	Space and Facilities Leases	14,744	7,000	-
362 501 00	Community Center Space Rentals	450	500	500
362 600 00	Housing Rentals and Leases	15,415	15,000	12,000
362 900 00	Other Rents and Use Charges	19,233	18,000	22,000
363 000 00	Ins. Premiums and Recovery	1,631	-	-
367 000 00	Contrib and Donations Pvt Sources	11,481	15,000	15,000
367 110 00	Private Grants	-	2,500	2,500
369 100 00	Obsolete Equipment	1,538	200	300
369 200 00	Unclaimed/Proceeds-Sales Unclaimed	-	100	
369 300 00	Forfeited/Confiscated Evidence	3,761	1,000	1,500
369 810 00	Cashier Over and Short	210	-	-
369 900 00	Other Miscellaneous Revenue	35,532	20,000	18,000
	Total Miscellaneous Revenues	147,800	116,900	121,632
	Total Estimated Revenues	15,481,349	15,815,957	15,862,052

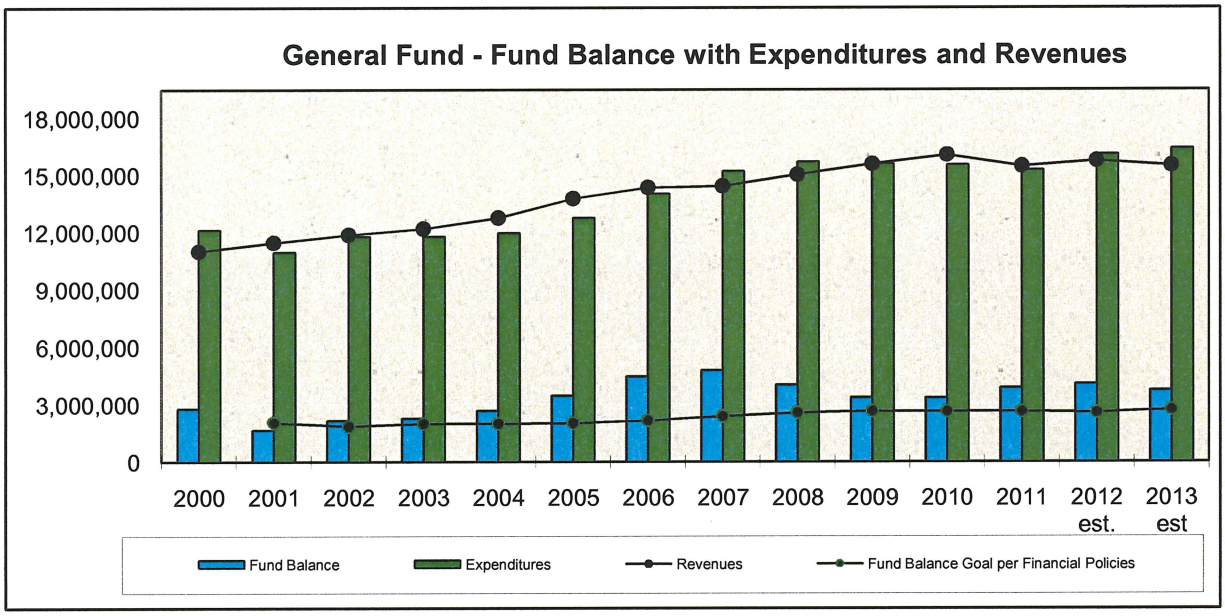
GENERAL FUND

REVENUE DETAIL
THREE YEAR COMPARISON

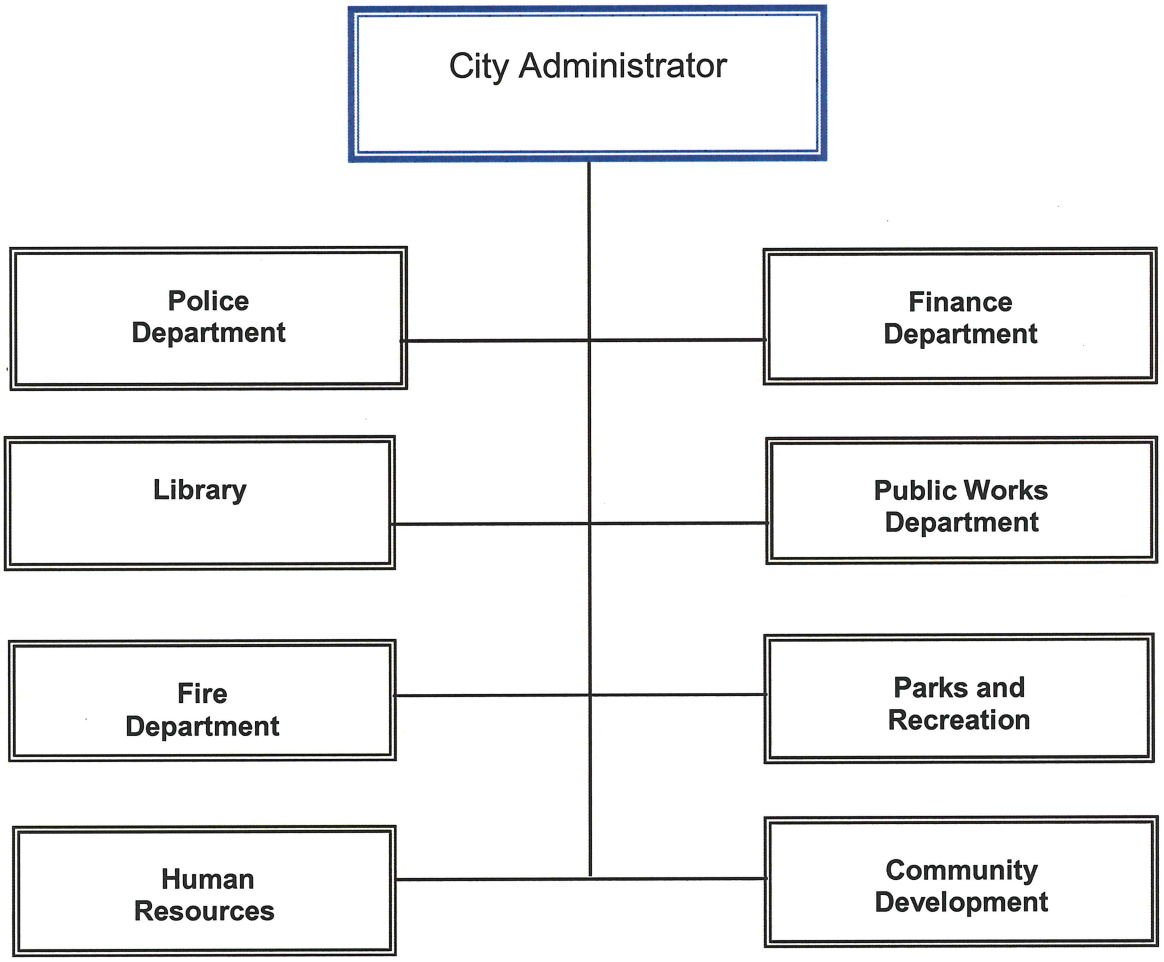
FUND NUMBER 001		Actual Revenue 2011	Estimated Revenue 2012	Estimated Revenue 2013
	Other Financing Sources:			
391 900 00	Intergovermental Loan Proceeds	-	-	300,000
397 000 00	Transfers-In	-	290,000	480,000
	Total Other Financing Sources	-	290,000	780,000
	Total Estimated Resources	$ 15,481,349	$ 16,105,957	$ 16,642,052



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 2013

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 attend 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, were included in this section prior to 2013, now shown in Financial and Records Services.

LEGISLATIVE EXPENDITURE DETAIL
THREE YEAR COMPARISON

001.01.511	Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
300 OFFICIAL PUBLICATION SERVICES			
Other Services and Charges	$ 3,174	$ 3,500	$ 3,500
400 TRAINING			
Supplies	-	-	-
Other Services and Charges (Travel and registration)	1,898	3,000	-
600 LEGISLATIVE SERVICES			
Salaries and Wages	41,097	42,000	42,900
Personnel Benefits	3,491	4,000	3,800
Supplies	555	2,000	2,500
Other Services and Charges	2,060	7,600	29,200
TOTAL LEGISLATIVE	$ 52,274	$ 62,100	$ 81,900
% Increase (Decrease) Prior Year		18.80%	31.88%

LEGISLATIVE PERSONNEL SCHEDULE	Actual Approp 2012	Estimated Required 2013
Council Members (7)	$ 42,000	$ 42,900
% Increase (Decrease) Prior Year		2.14%

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 2013

1. Inform, acquaint and support the new city administrator.
2. Support the Lacamas Lodge Center project.
3. Supporting an effective management team.
4. Administer the daily operations effectively and efficiently meeting City Council fiscal expectations.
5. Pursue favored external funding for city projects and investments.
6. Continue to work to diversify and strengthen the local economy, tax base, and revenue streams.
7. Represent the City in contacts with other organizations.
8. Lead efforts to manage quality growth.
9. Foster and build partnerships with other organizations.
10. Continue 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 2011	Actual Approp 2012	Estimated Required 2013
100 ADMINISTRATION			
Salaries and Wages	$ 167,212	$ 168,923	$ 219,607
Personnel Benefits	43,908	47,121	54,714
Supplies	897	800	800
Other Services and Charges	8,028	7,700	12,230
Total Administration	220,045	224,544	287,351
400 TRAINING			
Other Services and Charges	1,568	1,600	-
Total Training	1,568	1,600	-
TOTAL EXECUTIVE	$ 221,613	$ 226,144	$ 287,351
% Increase (Decrease) Prior Year		2.04%	27.07%

EXECUTIVE PERSONNEL SCHEDULE	Actual Approp 2012	Estimated Required 2013
Mayor	$ 15,600	$ 16,500
City Administrator (current Administrator Jan-Mar @ 60% plus payout, new Administrator Jan-Dec)	127,625	175,451
Executive Assistant to the City Administrator (.45 FTE)	25,698	27,656
Total Executive	$ 168,923	$ 219,607
% Increase (Decrease) Prior Year		30.00%

OTHER SERVICES AND CHARGES DETAIL:

Communication (cell phones, internet, telephone)	$ 1,800
Insurance	3,030
Travel, registration, memberships, monthly mileage	7,400
Total	$ 12,230

LEGAL SERVICES

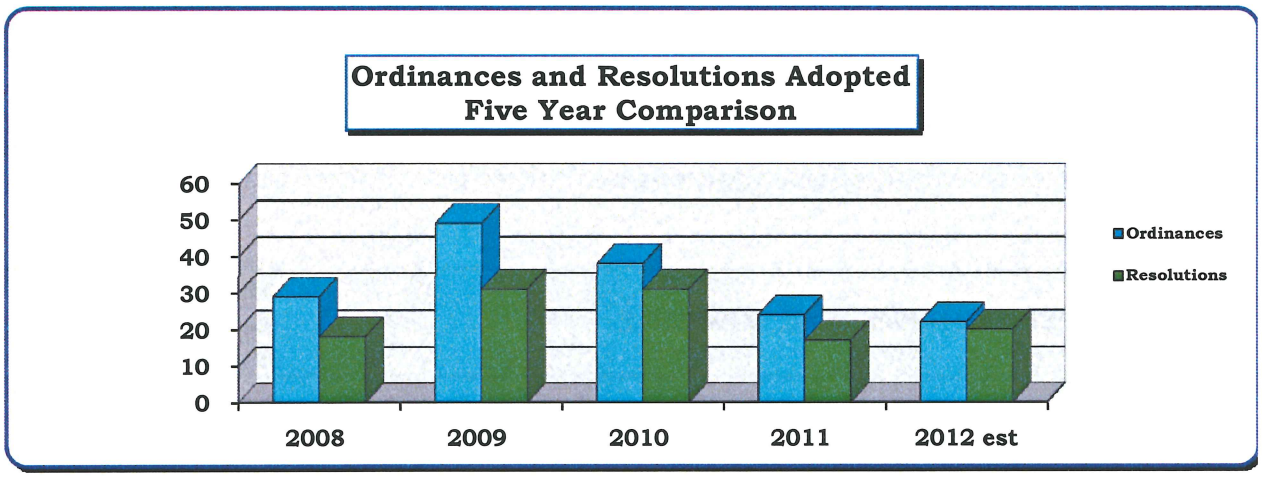
FUNCTION

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.



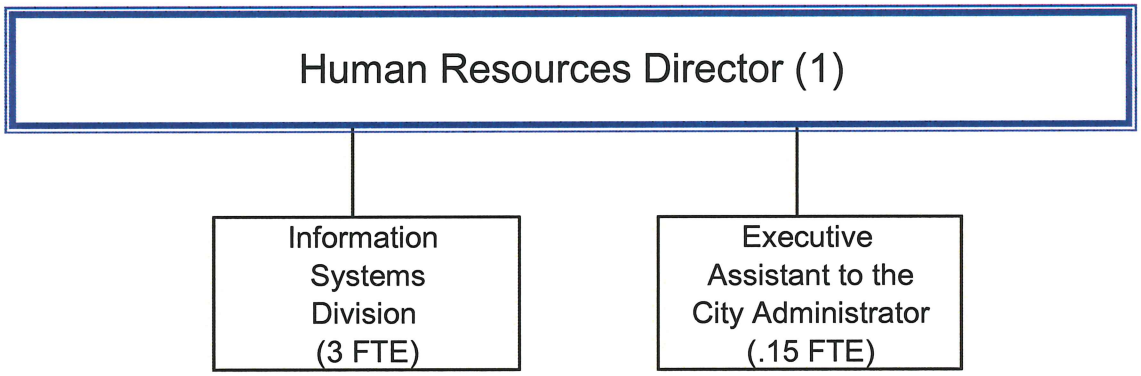
LEGAL SERVICES EXPENDITURE DETAIL
THREE YEAR COMPARISON

001.05.515	Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
300 LEGAL SERVICES			
Supplies	$ -	$ -	$ -
Other Services and Charges	96,601	102,600	104,600
400 TRAINING			
Other Services and Charges	-	1,000	-
TOTAL LEGAL	$ 96,601	$ 103,600	$ 104,600
% Increase (Decrease) Prior Year		7.25%	0.97%

OTHER SERVICES AND CHARGES DETAIL:

Professional Services (City Attorney, Assistant City Attorney and Prosecutor)	$ 102,000
Communication (one telephone line)	400
Registrations, dues, publications	1,200
Training	1,000
	$ 104,600

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 2012 which will decrease the 2013 Regence premiums by a 2% reduction. This is a direct result of the expenses spent on City wellness activities/promotions.

COMMENTS ON BUDGET APPROPRIATIONS

All bargaining agreements expire at the end of 2012. Negotiations are underway and it is expected that they will continue into 2013. 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 2011	Actual Approp 2012	Estimated Required 2013
518 100 PERSONNEL SERVICES			
Salaries and Wages	$ 93,781	$ 96,431	$ 97,767
Personnel Benefits	31,784	35,130	35,752
Supplies	685	2,000	2,000
Other Services and Charges	30,535	29,100	29,600
Intergovernmental Services	-	-	
516 400 TRAINING			
Other Services and Charges	566	500	-
517 900 WELLNESS PROGRAM			
Supplies	994	1,500	2,000
Other Services and Charges	691	1,550	1,300
TOTAL HUMAN RESOURCES	$ 159,036	$ 166,211	$ 168,419
% Increase (Decrease) Prior Year		4.51%	1.33%

PERSONNEL SCHEDULE	Actual Approp 2012	Estimated Required 2013
Human Resources Director	$ 87,943	$ 88,548
Executive Assistant to the City Administrator (.15 FTE)	8,488	9,219
Total personnel	$ 96,431	$ 97,767
% Increase (Decrease) Prior Year		0.69%

OTHER SERVICES AND CHARGES DETAIL:

Personnel:

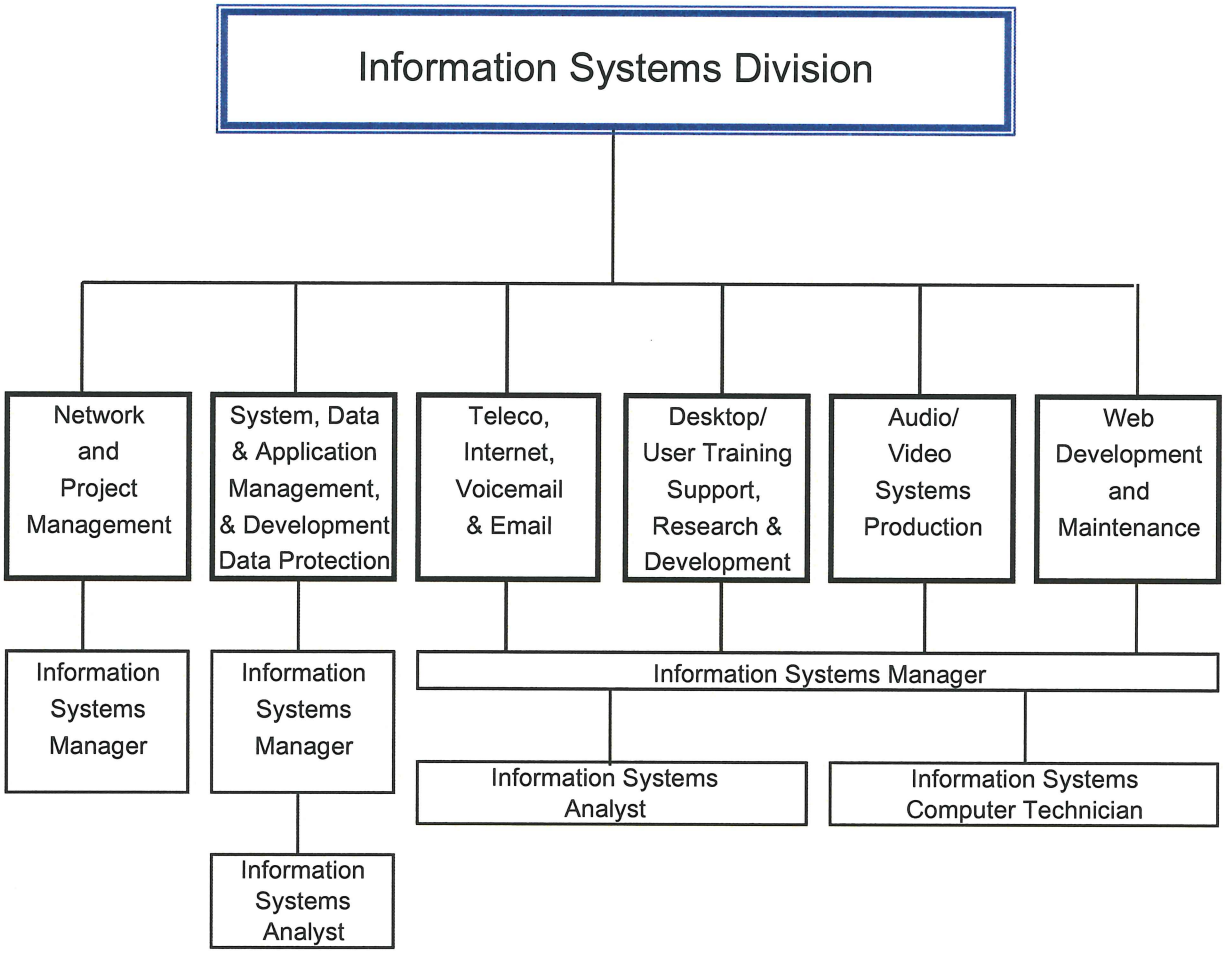
Professional Services (labor negotiator, workers' compensation claims mgmt. contractor)	$ 25,000
Communications	1,500
Travel	500
Insurance	1,100
Registrations, membership dues, publications	1,500
Total other services and charges - personnel	$ 29,600

OTHER SERVICES AND CHARGES DETAIL:

Wellness:

Repairs and Maintenance (exercise equipment)	$ 500
Registration and travel for Wellness conferences	800
Total other services and charges - wellness	$ 1,300

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 2013

1. **Citywide/Exchange Mail Project:**
   Migration of the City's Groupwise e-mail system to Exchange Server, moving all desktops to Outlook, and migrating archived e-mails to exchange archiving format. This will require technical and administrative training for the IT staff as well as desktop installation, training and support for users. It also will affect mobile and remote access for users who currently access mail via phones, Blackberries, iPads, etc.

2. **Citywide/Website:** Yearly review of website. Continue research and development of web-based products and enhancements to online services including "mobile" applications and website accessibility.

3. **Citywide/Springbrook Upgrade:**
   Moving the Financial, Accounting & Utility System onto the newest version of Springbrook Software. This includes replacing aged hardware, moving to SQL platform, testing the conversion, training employees, writing reports, working on data integration and the wireless/mobile environment for utility maintenance and field work. Version 7 fully supports Windows 7 and 8 and includes newly developed and enhanced online/web services.

4. **Library:**
   Desktop management software upgrade or replacement for public environment (still in review from 2012).

   Aggressive strategies will be needed to keep up the maintenance on the older computers while working to offer the public the best available technologies.

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.
8. **Audio/Video.** Providing technical support for the City's audio and video systems and the production of the City's internet video feeds.

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.

With budget approval, the City will begin the process to plan for a migration to Exchange Mail. Mail is a vital part of the daily operations of all city departments and will require careful planning, implementation and an engineered data migration plan. The current mail archiving system will also need to be configured to migrate all Groupwise archived email merging those archives with the new Exchange mail system.

The Springbrook upgrade is a completely re-written program which takes advantage of emerging technologies. All of Springbrook's development and programming resources are dedicated to this new version. It will significantly improve efficiencies and services for the City and its citizens. The new product will run significantly faster during data processing and report writing and offers many enhanced features especially for online and mobile users. One immediate benefit will be the improved work order system which is used by all of the departments including the recent developments for the Public Works/Operations Departments. Moving to the new version opens up opportunities for many new uses and efficiencies for maintenance/field crews. It also integrates with 3rd party solutions such as Microsoft Office, Exchange mail and Document Imaging resources, improving the workflow amongst departments.

Removed 2013 budget submittal:

In order to sustain a zero-change budget submittal, $18,000 has been reduced in the areas of computer replacements and Microsoft Office 2010 licensing from ISD's original 2013 submittal.

Understanding these are very difficult fiscal years, ISD takes it share of budget impacts. The lack of funding for new computers puts extra burdens on the technology staff to repair and maintain older devices. There is also limited amounts of overtime authorized as this places not only a burden on the budget, but also a huge burden on staffing when comp-time is earned and then subsequently taken when staff is already at an absolute minimum to maintain the current systems, databases, computers, mobiles and other resources throughout the city. Service levels and expectations of employees, managers and department heads are obviously impacted by our limited resources.

2012 HIGHLIGHTS

Some of the large projects completed in 2012 include:

1. The City's new website was successfully launched in January 2012 and ISD has continued to build forms and add features and content throughout the year.
2. The City is nearing completion of the "Granicus Project". The project began with the installation of a new video system in the Council Chambers, with a touch screen video board for switching cameras and views. Work simultaneously began on the process and procedures for submitting agenda items to the City Administration, agenda and minute taking training and configuration with the Granicus products, the web interface for the public viewing of meetings, and the iLegislate setup allowing Council and staff to view agendas and documents online in a "paperless" environment. The audio system which was aged and providing feedback issues in the council was also re-wired and upgraded to accommodate both the in-room audio as well as to improve the online meeting audio.
3. The City's new website domain name www.cityofcamas.us was registered and brought online which also required the upgrade to the email system and email addresses.
4. The Police Smeadsoft upgrade to TAB system was completed for police reporting data.
5. Replacement of Police booking video system and training was completed.
6. Data integration processes with Water/Sewer -- STEP/STEF systems, development of processes in Springbrook utilizing the work order system and online maintenance reporting also progressed.

INFORMATION SYSTEMS EXPENDITURE DETAIL

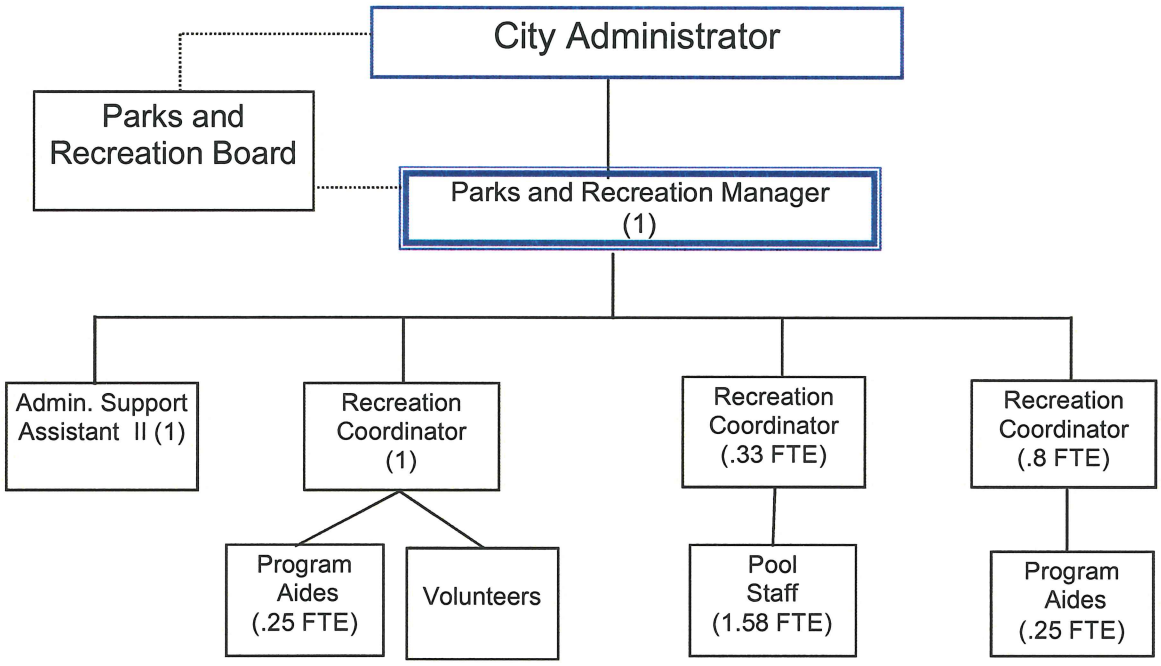
001.12			Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
518	**800**	**INFORMATION SYSTEMS**			
		Salaries and Wages	$ 214,639	$ 219,127	$ 222,264
		Personnel Benefits	89,276	100,738	101,106
		Supplies and Small Tools (computer replacements)	34,161	40,100	44,750
		Other Services and Charges (licensing)	41,202	46,950	38,407
		Intergovernmental Services	-	-	10,000
532	**200**	**GIS SERVICES**			
		Salaries and Wages	43,488	-	-
		Personnel Benefits	12,818	25,000	-
594	**180**	**CAPITAL OUTLAY**			
		Capital Outlay (machinery & equipment)	9,874	40,000	40,000
		TOTAL INFORMATION SYSTEMS	$ 445,458	$ 471,915	$ 456,527
		% Increase (Decrease) Prior Year		5.94%	-3.26%

INFORMATION SYSTEMS PERSONNEL SCHEDULE	Actual Approp 2012	Estimated Required 2013
Manager of Information Systems	$ 87,944	$ 87,948
Information Systems Analyst	70,641	72,768
Information Systems Technician	60,042	60,048
GIS Coordinator	-	-
Overtime	500	1,500
Total Personnel	$ 219,127	$ 222,264
% Increase (Decrease) Prior Year		1.43%

OTHER SERVICES AND CHARGES DETAIL:

Professional Services (Network, email, anti-virus, desktop licensing, system develop.)	$ 24,000
Communication (telephone charges, internet access)	3,000
Travel	250
Insurance (liability)	3,157
Repairs and Maintenance of small office equipment	2,000
Registrations for classes, subscriptions	6,000
Total other services and charges	$ 38,407

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 2013

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

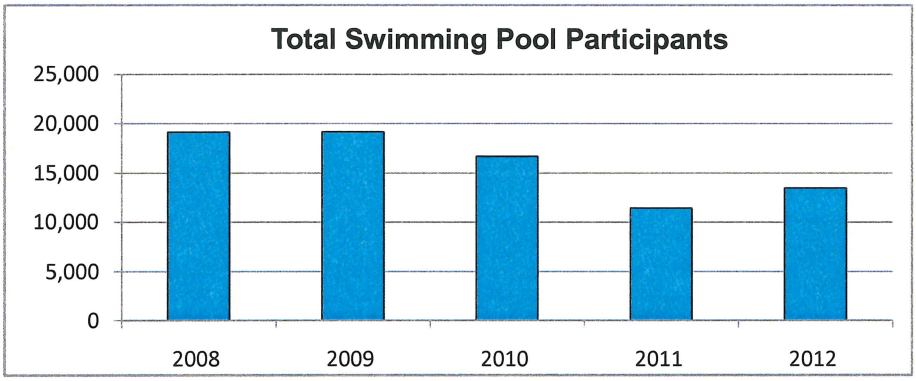
001.18.			Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
571	**200**	**PARTICIPANT RECREATION**			
		Salaries and Wages	$ 159,825	$ 160,376	$ 118,088
		Personnel Benefits	43,084	49,937	32,789
		Supplies	17,599	11,775	9,125
		Other Services and Charges	58,338	53,016	61,166
		Prof. Services ($47,330 for instructors, concerts, referees/umpires), Rentals ($10,336), Misc ($3500)			
575	**400**	**TRAINING**			
		Other Services and Charges	530	400	400
575	**500**	**COMMUNITY CENTERS**			
		Salaries and Wages	44,028	42,164	44,718
		Personnel Benefits	15,069	15,215	16,232
		Supplies	2,014	2,550	2,700
		Other Services and Charges	53,138	44,900	52,850
		Prof. Services ($19,500 for janitorial) Phones, utilities ($19,500) Insurance ($3,350), Rentals ($5,000) Repairs and Maint. ($2,500) Miscellaneous ($3,000)			
		Interfund Payments for Services	2,688	2,640	2,500
575	**501**	**LACAMAS LODGE**			
		Supplies	-	-	900
		Other Services and Charges	-	-	16,667
		Prof. Services ($6,500 for janitorial) Phones, utilities ($4,834), Advertising ($2,333) Rentals ($1,667), Repairs and Maintenance ($333), Miscellaneous ($1,000)			
571	**200**	**ADMINISTRATION**			
		Salaries and Wages	73,757	73,871	76,389
		Personnel Benefits	26,951	33,570	27,003
576	**200**	**SWIMMING POOLS**			
		Salaries and Wages	47,504	44,340	52,713
		Personnel Benefits	9,324	9,674	9,416
		Supplies	5,715	6,000	6,000
		Other Services and Charges	25,727	26,900	28,742
		Professional Services ($3,500), Insurance ($8,442), Utilities ($14,000), Repairs and Maint. ($800), Miscellaneous ($2,000)			
		Intergovernmental Services and Taxes	1,259	2,000	2,000

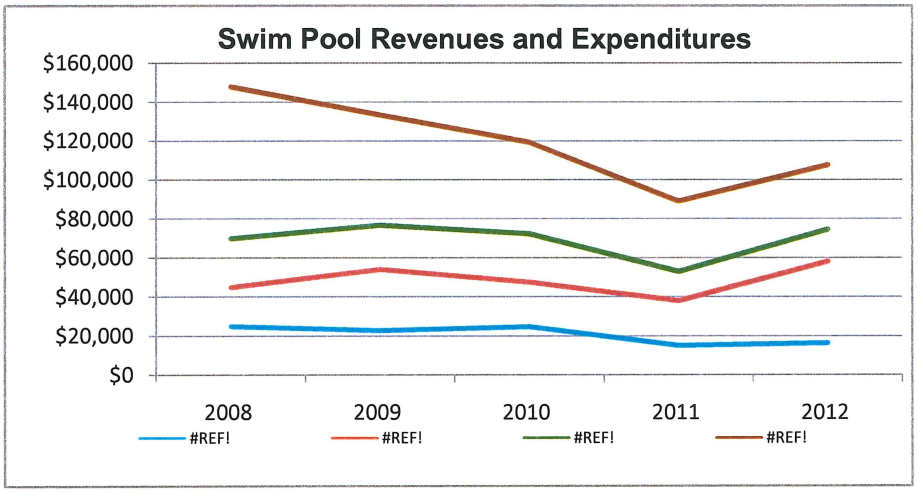
PARKS AND RECREATION EXPENDITURE DETAIL
THREE YEAR COMPARISON

001.18.			Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
576	**600**	**GENERAL PARKS MAINTENANCE**			
		Salaries and Wages	$ 278,742	$ 307,003	$ 309,168
		Personnel Benefits	113,605	134,698	134,124
		Supplies	21,017	33,000	35,000
		Other Services and Charges	89,162	83,700	80,000
		Insurance ($11,000)			
		Professional Services ($8,000),			
		Rentals ($6,000), Utilities ($53,000)			
		Repairs & Maint. ($8,000)			
		Interfund Payments for Services	115,767	138,450	139,000
576	**910**	**TRAIL MAINTENANCE**			
		Salaries and Wages	28,597	30,508	30,712
		Personnel Benefits	11,550	14,330	13,686
		Supplies	1,803	5,000	1,000
		Other Services and Charges	8,745	500	5,000
		Repairs & Maint. ($5000)			
576	**920**	**OPEN SPACE MAINTENANCE**			
		Salaries and Wages	28,597	30,508	30,712
		Personnel Benefits	11,549	14,330	13,593
		Supplies	-	-	-
		Other Services and Charges	1,618	2,000	2,000
		Repairs & Maint. ($1,000),			
		Prof. Services ($1000)			
		TOTAL PARKS AND RECREATION	$ 1,297,301	$ 1,373,355	$ 1,354,393
		% Increase (Decrease) Prior Year		5.86%	-1.38%

PARKS AND RECREATION PERSONNEL SCHEDULE	Actual Approp 2012	Estimated Required 2013
Parks and Recreation Manager	$ 73,871	$ 76,389
Recreation Coordinator (2.275 FTE - 2012, 2.13 FTE 2013)	129,393	120,353
Program Aides (1.64 FTE- 2012, .5 FTE - 2013)	30,483	13,035
Recreation Overtime	500	500
Admin. Support Assistant II (.98 FTE - 2012, 1 - 2013)	42,014	44,568
Overtime	150	150

PARKS AND RECREATION PERSONNEL SCHEDULE (CONTINUED)	Actual Approp 2012	Estimated Required 2013
Swimming Pool Employees	$ 36,113	$ 36,113
Swimming Pool Overtime	800	800
Public Works Director (.05 FTE)	5,430	5,497
Public Works Operation Supervisor (.20 FTE)	15,595	16,064
Lead Maintenance Worker	71,653	71,652
Senior Maintenance Worker (1.25 FTE)	79,553	79,560
Maintenance Worker II (2 FTE)	116,497	116,497
Maintenance Worker I (1 FTE)	53,291	55,322
Seasonal Maintenance Worker (1@ 6 mo & 2 @ 3 mo. = 1 FTE)	24,000	24,000
Parks Maintenance Overtime	2,000	2,000
Total Parks and Recreation	$ 681,343	$ 662,500
% Increase (Decrease) Prior Year		-2.77%





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 and increased again to ten weeks in 2012. In 2013, the pool is budgeted to operate for 10 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

$3,000 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 2011	Actual Approp 2012	Estimated Required 2013
557	**200**	**COMMUNITY INFORMATION SERVICES**			
		Community Information Services	$ 4,500	$ 4,000	$ 3,000
557	**210**	**NEIGHBORHOOD ASSOCIATION**			
		Supplies	-	100	-
		Other Services and Charges	1,975	2,300	2,200
		TOTAL INFORMATION AND OUTREACH	$ 6,475	$ 6,400	$ 5,200
		% Increase (Decrease) Prior Year		-1.15%	-18.75%

OTHER SERVICES AND CHARGES DETAIL:

Miscellaneous (Spring Clean-up)	$2,200

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 providing socialization for seniors.

SENIOR PROGRAMS EXPENDITURE DETAIL
THREE YEAR DETAIL

001.25.571	Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
290 Senior Programs			
Supplies	$ -	$ 300	$ 300
Other Services and Charges	2,115	2,700	5,000
TOTAL SENIOR PROGRAMS	$ 2,115	$ 3,000	$ 5,300
% Increase (Decrease) Prior Year		41.87%	76.67%

OTHER SERVICES AND CHARGES DETAIL:	
Communication	$ 100
Travel	4,500
Insurance	300
Miscellaneous	100
Total	$ 5,000

GROWTH MANAGEMENT ACT
CAPITAL PROJECTS FUND

MISSION STATEMENT

This fund accounts for expenditures that will be funded from proceeds of the local real estate excise tax collected by the county from sales of real estate within the city. The proceeds of the parks and open space impact fees are also deposited in this fund to be expended for purposes for which the tax was collected. School impact fees are collected by the city and 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 2013

1. Construct the Lacamas Lake Lodge and Conference Center. The project is budgeted at $1,900,000. Devote the fund ($350,000) held in trust for the Friends of the Community Center to this purpose. Fund the balance with a favored state loan from the LOCAL program.
2. Support the General Fund operation and maintenance of City Facilities with a major transfer ($380,000) from the Real Estate Excise Tax (REET) source to the General Fund, as permitted by the "REET Flexibility" legislation.
3. Continue the street reconstruction program with $350,000 of REET funding.
4. Contingent upon State grant funding, build the Heritage Park Boat Launch project.
5. Provide for further technology capital investments ($40,000), security improvements at the police station ($60,000), a required parks plan update ($60,000), approved park, openspace and trail projects ($180,000), and required debt service ($629,997), primarily on street projects.

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 the Lacamas Lodge, Heritage Park improvements and the RCO required Comprehensive Plan Update.

Real Estate Excise Tax (REET) revenues will be used for several eligible projects. The projects include: the annual roadway preservation program, technology upgrades and fencing of the police station. The 2013 transfer of REET to the General Fund to help fund parks operation and maintenance is substantial.

Additionally, Fire Impact Fees and REET 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 2011	Adjusted Estimated 2012	Estimated Revenue 2013
291	740	**Beginning Appropriated Fund Balance**	$ 339,680	$ 494,520	$ 510,997
318		**Taxes:**			
		Local Real Estate Excise Tax	666,997	600,000	750,000
		Total Taxes	666,997	600,000	750,000
		Intergovernmental Revenue:			
333	100	Federal Grant Indirect - IAC	486,923	-	-
333	140	Federal Grant Indirect - CDBG	-	-	150,000
334	027	State Grant IAC	988,602	-	-
334	027	State Grant - WWRP	-		412,500
337	010	Conservation Futures-County	380,000	-	-
		Total Intergovernmental Revenue	1,855,525	-	562,500
345		**Charges for Goods and Services:**			
	850 00	Impact Fees-Parks & Open Space	164,929	200,000	225,000
	850 10	Impact Fees-Transportation	236,503	275,000	304,000
	850 20	Impact Fees-Fire	49,455	40,000	30,000
		Total Charges for Goods and Services	450,887	515,000	559,000
		Miscellaneous Revenue:			
361	110	Investment Interest	4,111	4,000	2,500
369	900	Miscellaneous	-		25,000
		Total Miscellaneous Revenue	4,111	4,000	27,500
		Other Financing Sources			
397	000	Transfers In	25,519		-
		Total Other Financing Sources	25,519	-	-
		Total Estimated Revenues	3,003,039	1,613,520	2,409,997
		Total Estimated Resources	$ 3,003,039	$ 1,613,520	$ 2,409,997

GROWTH MANAGEMENT ACT CAPITAL PROJECTS FUND
EXPENDITURE DETAIL
THREE YEAR COMPARISON

300.00			Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
		Capital Outlay:			
594	**760**	Park Facilities	$ 119,779	$ 185,000	$ 810,000
	760	Other Open Space	2,152,872	150,000	110,000
	950	Pedestrian Paths/Trails	-	100,000	30,000
		Total Capital Outlay	2,272,651	435,000	950,000
		Other Financing Uses:			
597	**000**	Transfers Out	837,874	1,178,520	1,459,997
		Total Growth Management Capital Project Fund	$ 3,110,524	$ 1,613,520	$ 2,409,997

GROWTH MANAGEMENT ACT CAPITAL PROJECTS FUND

Capital Outlay Detail:

Boat Launch/General Parks	$	600,000
Louis Bloch Park	$	150,000
Acquisitions, settlement		110,000
Trails		30,000
Park Study		60,000
Total Capital	$	950,000

Transfers Out Detail:

Fire Impact Fees:		
Debt payments - 2008 fire engine loan	$	30,000
Transportation Impact Fees:		
Debt payments - Parker Street		174,536
Debt payments - Lake Road		186,655
Debt payments - 38th Avenue		143,000
Parks/Open Space		
Debt payments - Lacamas Lodge (new community center)		58,400
Real Estate Excise Tax I:		
Parks Operations and Maintenance		190,000
Police Facility fencing		60,000
Debt payments - 2008 fire engine loan		37,406
Technology projects		40,000
Real Estate Excise Tax II:		
Parks Operations and Maintenance		190,000
Roadway Preservation		350,000
Total Transfers Out	$	1,459,997

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, 2012	$ 456,293	$ 179,482	$ -	$ 321,303	$ 404,321	$ 1,361,399
2013 Projections						
Revenues:	304,000	225,000	30,000	375,000	375,000	1,309,000
Boat launch grant		412,500				412,500
Louis Bloch Park grant		150,000				
Insurance reimbursement - settlement		25,000				25,000
Investment interest	750			1,000	750	2,500
Total Revenues	304,750	812,500	30,000	376,000	375,750	1,749,000
Total Resources	$ 761,043	$ 991,982	$ 30,000	$ 697,303	$ 780,071	$ 3,110,399

2013 Budgeted	Transportation Impact Fee	Park & Openspace Impact Fee	Fire Impact Fee	Reet 1	Reet 2	Totals
Expenses:						
Fire						
Fire Engine - debt payment	$ -	$ -	$ 30,000	$ -	$ -	$ 30,000
Transportation						
1996 PWTF Loan Payment	108,000	-	-	-	-	108,000
1997 PWTF Loan Payment	66,536	-	-	-	-	66,536
2001 PWTF Loan Payment	34,748	-	-	-	-	34,748
2003 PWTF Loan Payment	151,907	-	-	-	-	151,907
2012 PWTF Loan Payment	143,000	-	-	-	-	143,000
Parks/Open Space						
Transfer to Debt Service for Lodge debt		58,400				58,400
Park plan update		60,000				60,000
Parks/Open space purchases		110,000				110,000
Trails		30,000				30,000
Boat launch project		550,000				550,000
Reet 1						
Transfer to General Fund for parks O&M	-	-	-	190,000	-	190,000
Transfer to General Fund for Police Facility fencing				60,000		60,000
Transfer to General Fund for technology projects				40,000		40,000
Fire Engine - remaining debt payment				37,406		37,406
Reet 2						
Transfer to General Fund for parks O&M	-		-		190,000	190,000
Roadway preservation					350,000	350,000
General Parks improvements					50,000	50,000
Total Expenses	504,191	808,400	30,000	327,406	590,000	2,259,997
Anticipated Balance Dec. 31, 2013	$ 256,852	$ 183,582	$ -	$ 369,897	$ 190,071	$ 1,000,402

COMMUNITY CENTER
CAPITAL PROJECTS FUND

FUNCTION STATEMENT

This capital project fund was established in 2010 when the Friends of the Community Center deposited $350,000 with the city treasury. The construction of the Community Center is planned for 2013 and will be funded with these monies, accumulated investment earnings and a $1,545,000 loan from the State of Washington Treasurer's Local Option Capital Asset Lending (LOCAL) program.

REVENUE DETAIL

350.00			Estimated Revenue 2013
291	740	**Beginning Appropriated Fund Balance**	$ 355,000
		Other Financing Sources	
391	800	Intergovernmental Loan Proceeds	1,545,000
		Total Estimated Resources	$ 1,900,000

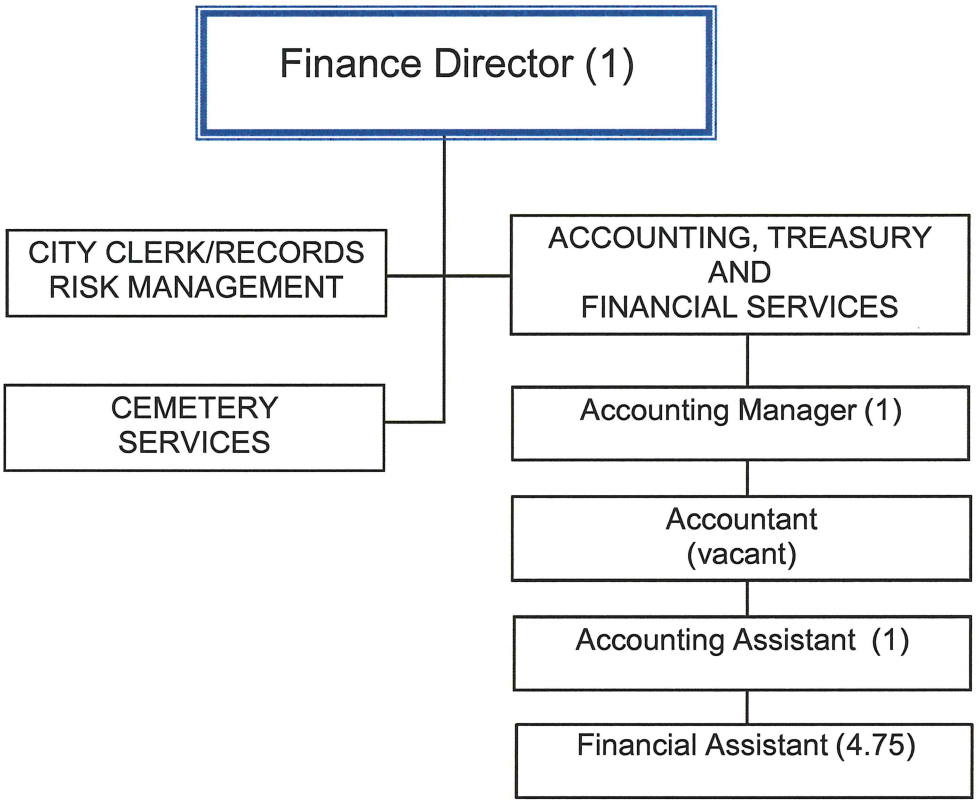
EXPENDITURE DETAIL

350.00			Estimated Required 2013
		Capital Outlay:	
594	760	Park Facilities	$ 1,900,000
		Total Community Center Capital Project Fund	$ 1,900,000

Capital Outlay Detail:

Lacamas Lake Lodge	$ 1,900,000

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 2013

1. Continue verifying and updating the cemetery records database.
2. Implement new cost allocation process for overhead costs that are generated in the General Fund.
3. Upgrade Springbrook Accounting Software system to Version 7, by converting data, training employees, creating new reports and testing the data for accuracy. The IT Department will replace the server for Springbrook data simultaneously.
4. Coordinate with financial consultant on utility rate study.

ACTIVITIES AND SERVICES

The Finance Department consists primarily of the following service areas:

Accounting/Financial Services

- Budgeting and Accounting
- Financial Reporting
- Utility Billing and Receipting
- Payroll and Benefits Reporting
- Ambulance Billing & Receipting
- Accounts Payable
- Accounts Receivable
- Cash and Investment Management
- Equipment Rental Accounting

Records/Risk Management

- City Clerk duties
- Information archival
- Records Searches
- Municipal Code
- Claims & Risk Management
- Cemetery financial and historical records
- Parking ticket collections

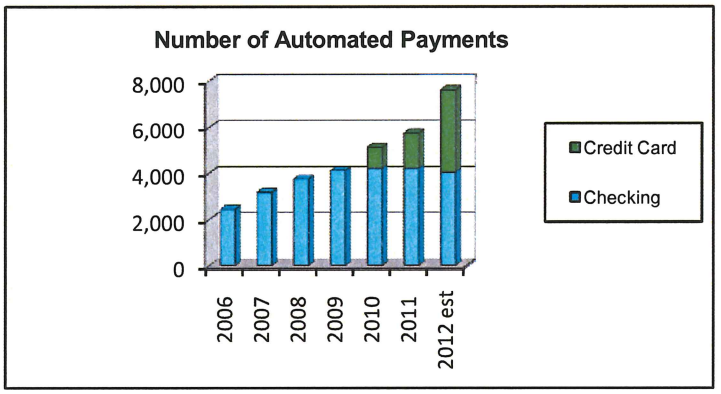
COMMENTS ON BUDGET APPROPRIATIONS

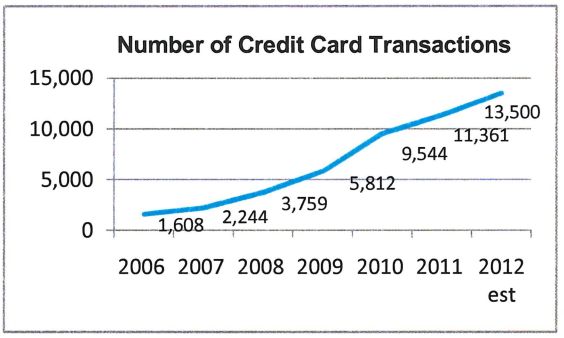
The state accounting manual has made some changes in the accounting of certain costs beginning in 2013. Election costs that were in the Legislative Department are now moved to the Finance Department and budgeted at $29,000. Potential costs of a primary election in 2013 are not budgeted. Finance administration personnel costs are all combined now with other costs in the financial services section of our department.

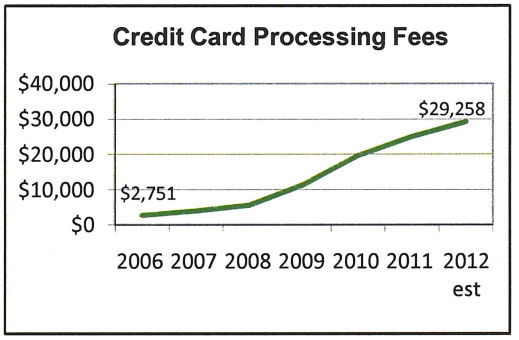
The city's financial and accounting software system is outdated, experiencing on-going issues on a daily basis, is slow processing large applications and having significant conflicts with hardware and will benefit from an upgrade to a newer version, plus there will be an advantage of new features and on-line capabilities.

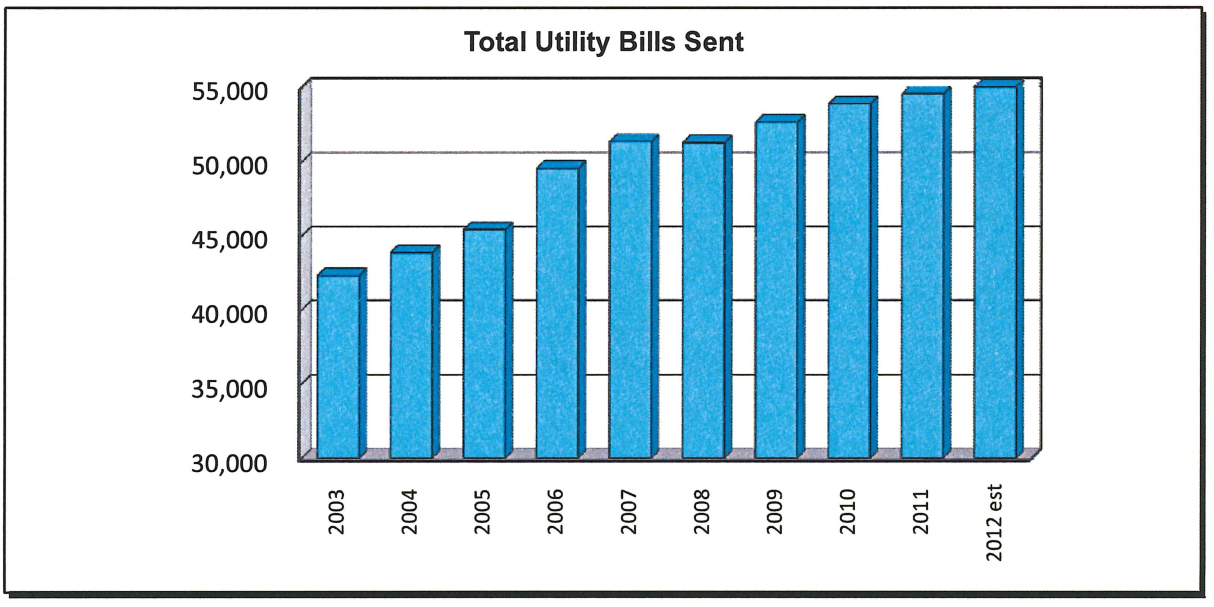
STATISTICAL INFORMATION

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, telephone our office 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 2006 and 2012 reflects the addition of the web payment process. With the addition of credit card payments; however, has come an increase in the fees the city pays for credit card processing.









FINANCIAL AND RECORDS SERVICES EXPENDITURE DETAIL
THREE YEAR COMPARISON

001.04.514	Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
100 ADMINISTRATION			
Salaries and Wages	$ 175,215	$ 179,317	$ -
Personnel Benefits	49,638	57,117	-
Other Services and Charges	2,245	3,300	-
230 FINANCIAL SERVICES			
Salaries and Wages	294,961	307,444	495,581
Personnel Benefits	103,333	107,110	165,988
Supplies	1,941	2,750	2,800
Other Services and Charges	32,194	40,600	51,585
400 RECORDS & ELECTIONS ACTIVITIES			
Other Governmental Services (Election costs)	-	-	29,000
TOTAL FINANCIAL AND RECORDS SERVICES	$ 659,527	$ 697,638	$ 744,954
% Increase (Decrease) Prior Year		5.78%	6.78%

FINANCE PERSONNEL SCHEDULE	Actual Approp 2012	Estimated Required 2013
Finance Director	$ 104,971	$ 104,971
Accounting Manager	74,346	76,371
Accountant	-	-
Accounting Assistant	58,285	58,285
Financial Assistant II (4.75 FTE)	248,159	254,954
Overtime	1,000	1,000
Total Salaries	$ 486,761	$ 495,581
% Increase (Decrease) Prior Year		1.81%

OTHER SERVICES AND CHARGES DETAIL:

Financial Services:	
Professional Services - (Bank fees, software licensing)	$ 24,000
Springbrook software upgrade	14,000
Communication (telephone charges)	2,800
Travel	1,000
Insurance (liability)	7,985
Repairs and maintenance of small office equipment	300
Registrations for classes, subscriptions, membership dues	1,500
Total other services and charges	$ 51,585

OTHER GENERAL GOVERNMENTAL SERVICES

FUNCTION

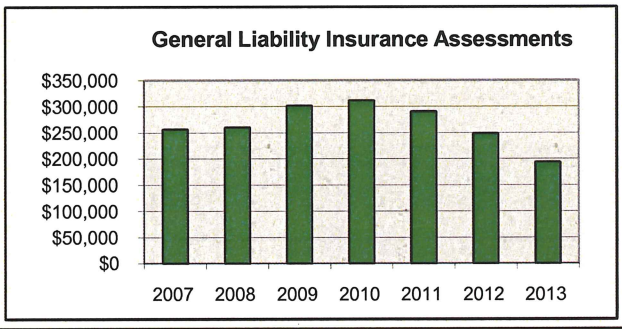
The other general governmental services section of the budget provides for all expenses of general operations of the city not provided under a specific fund and department.

ACTIVITIES AND SERVICES

Other general government includes miscellaneous government expenses such as duplication, printing, postage, 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 use to be included in the budget of this department. Now the assessment is allocated to each department based on number of worker hours. The city-wide assessment for 2013 is $193,758.



OTHER GENERAL GOVERNMENT SERVICES DETAIL
THREE YEAR COMPARISON

001.07		Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
518	**900 MISCELLANEOUS**			
	Supplies	$ 8,139	$ 6,500	$ 6,000
	Other Services and Charges	117,429	53,900	57,275
	Intergovernmental Services and Taxes	12,552	30,500	30,600
	Interfund Payments for Services	39,016	12,000	12,000
539	**200 AIR POLLUTION CONTROL**			
	Intergovernmental Services and Taxes ($.33 per capita)	5,594	5,679	6,600
564	**000 MENTAL AND PHYSICAL HEALTH**			
	Intergovernmental Services and Taxes	3,496	5,100	5,000
	TOTAL OTHER GENERAL GOVERNMENT SERVICES	$ 186,226	$ 113,679	$ 117,475
			-38.96%	3.34%

OTHER SERVICES AND CHARGES DETAIL:

Professional Services (AWC membership - $13,000, website fee, software license)	$ 29,000
Communication (postage, telephone charges)	8,000
Operating rentals and leases (postage meter, post office box)	1,600
Insurance (fidelity)	1,675
Repairs and Maintenance (copy machines, phone maint.)	4,000
Code book updates, Chamber of Commerce membership, state purchasing fee	13,000
Total other services and charges	$ 57,275

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 outstanding.

REVENUE DETAIL
THREE YEAR COMPARISON

239.00			Actual Revenue 2011	Adjusted Estimated 2012	Estimated Revenue 2013
		Taxes:			
311	**100**	Real and Personal Property	$ 634,145	$ 624,011	$ 623,361
		Total Estimated Resources	$ 634,145	$ 624,011	$ 623,361

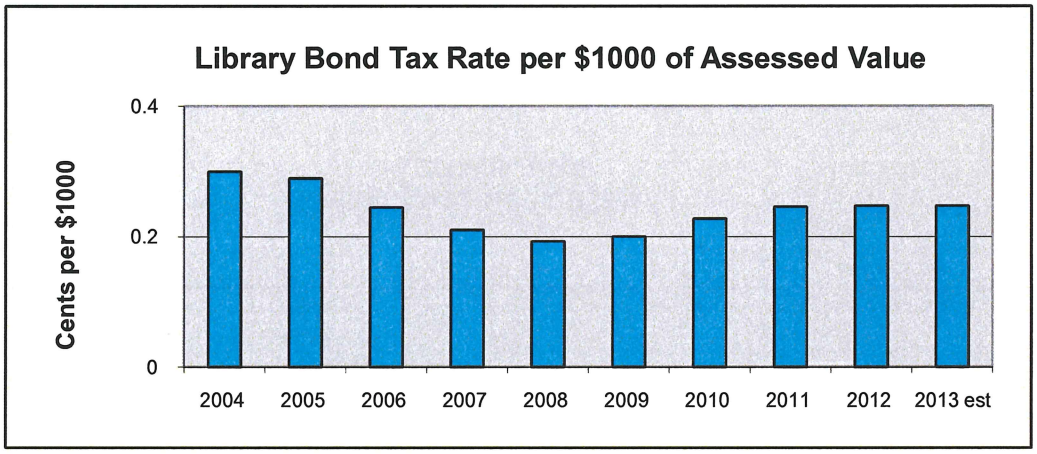
EXPENDITURE DETAIL
THREE YEAR COMPARISON

239.00			Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
		Redemption of General Long Term Debt			
591	**720**	Principal on Library Bonds	$ 434,000	$ 450,000	$ 466,000
		Interest and Other Debt Service			
592	**720**	Interest on Library Bonds	190,069	174,011	157,361
		Total Unlimited Tax General Obligation Bond Redemption Fund	$ 624,069	$ 624,011	$ 623,361
					-0.10%

UNLIMITED TAX GENERAL OBLIGATION
BOND REDEMPTION SCHEDULES

2005 Refunding Library Bonds

	Principal	Interest	Total	Last Year of Payment
2013	$ 466,000	$ 157,361	$ 623,361	
2014	486,000	140,119	626,119	
2015	500,000	122,137	622,137	
	$ 1,452,000	$ 419,617	$ 1,871,617	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, the police facility bond is paid off and property taxes are no longer dedicated to debt service. This fund also accounts for the principal and interest for two Public Works Trust Fund (PWTF) loan for Parker Street, SE 1st Street road improvements, the 2002 street reconstruction project, a 2008 loan obtained for a fire engine, a PWTF loan for some construction costs of NW 38th Ave, and two anticipated loans to replace the HVAC at the Police Facility and to construct the Lacamas Lake Lodge.

REVENUE DETAIL
THREE YEAR COMPARISON

240.00		Actual Revenue 2011	Adjusted Estimated 2012	Estimated Revenue 2013
	Taxes:			
311 100	Real and Personal Property	$ 301,909	$ -	$ 10,500
	Total Taxes	301,909	-	10,500
	Other Financing Sources:			
397 000	Operating Transfers In:	569,679	563,520	629,984
	Total Other Financing Sources	569,679	563,520	629,984
	Total Estimated Resources	$ 871,588	$ 563,520	$ 640,484

LIMITED TAX GENERAL OBLIGATION EXPENDITURE DETAIL
THREE YEAR COMPARISON

240.00			Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
591	**210**	Police Facility/Principal	$ 285,000	$ -	$ 7,500
	220	Fire Pumper/Engine Loan/Principal	54,723	56,940	59,247
	950	SE 1st Street Road Improvements/Principal	33,252	33,252	33,252
	950	Parker Street 1996/Principal	96,429	96,429	96,429
	950	Parker Street 1997/Principal	57,857	57,857	57,857
	950	SE 1st Street Construction/Principal	143,988	143,988	143,988
	950	Street Reconstruction/Principal	128,765	128,765	-
	950	NW 38th Ave/Principal	-	-	130,000
	750	Community Center LOCAL/Principal	-	-	26,547
592	**210**	Police Facility/Interest	15,533	-	3,000
	220	Fire Pumper Truck Interest	12,682	10,465	8,159
	950	SE 1st Street Road Improvements/Interest	1,829	1,663	1,496
	950	Parker Street 1996/Interest	17,357	14,464	11,571
	950	Parker Street 1997/Interest	12,150	10,414	8,679
	950	SE 1st Street Construction/Interest	9,359	8,639	7,919
	950	Street Reconstruction/Interest	1,288	644	-
	950	NW 38th Ave/Interest	-	-	13,000
	750	Community Center LOCAL/Interest	-	-	31,840
		Total Limited Tax General Obligation Bond Redemption Fund	$ 870,211	$ 563,520	$ 640,484
					13.66%

Parker Street - 1996 PWTF Loan

	Principal	Interest	Total	Last Year of Payment	Funding Source
2013	$ 96,429	$ 11,571	$ 108,000		
2014	96,429	8,679	105,108		
2015	96,428	5,785	102,213	**2016**	TIF

Parker Street - 1997 PWTF Loan

	Principal	Interest	Total	Last Year of Payment	
2013	$ 57,857	$ 8,679	$ 66,536		
2014	57,857	6,943	64,800		
2015	57,857	5,207	63,064	**2017**	TIF

SE 1st Street Improvements - 2001 PWTF Loan

	Principal	Interest	Total	Last Year of Payment	
2013	$ 33,252	$ 1,496	$ 34,748		
2014	33,252	1,330	34,582		
2015	33,252	1,164	34,416	**2021**	TIF

SE 1st St. Construction - 2003 PWTF Loan

	Principal	Interest	Total	Last Year of Payment	
2013	$ 143,988	$ 7,919	$ 151,907		
2014	143,988	7,199	151,187		
2015	143,988	6,479	150,467	**2023**	TIF

Fire Engine - 2008 Loan

	Principal	Interest	Total	Last Year of Payment	
2013	$ 59,247	$ 8,159	$ 67,406		FIF &
2014	61,647	5,759	67,406		REET 1
2015	64,144	3,262	67,406	**2016**	

NW 38th Ave Street Improvements - 2012 PWTF

	Principal	Interest	Total	Last Year of Payment	
2013	$ 130,000	$ 13,000	$ 143,000		
2014	130,000	12,350	142,350		
2015	130,000	11,700	141,700	**2031**	TIF

Community Center - 2013 Local *

	Principal	Interest	Total	Last Year of Payment	
2013	$ 26,547	$ 31,840	$ 58,387		
2014	54,687	62,085	116,772		
2015	56,886	59,886	116,772	**2033**	PIF

HVAC Police Facility - 2013 Local *

	Principal	Interest	Total	Last Year of Payment	
2013	$ 7,500	$ 3,000	$ 10,500		
2014	15,000	6,000	21,000		
2015	15,000	6,000	21,000	**2033**	Taxes

* These are estimated. No loan has been taken out yet.

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.

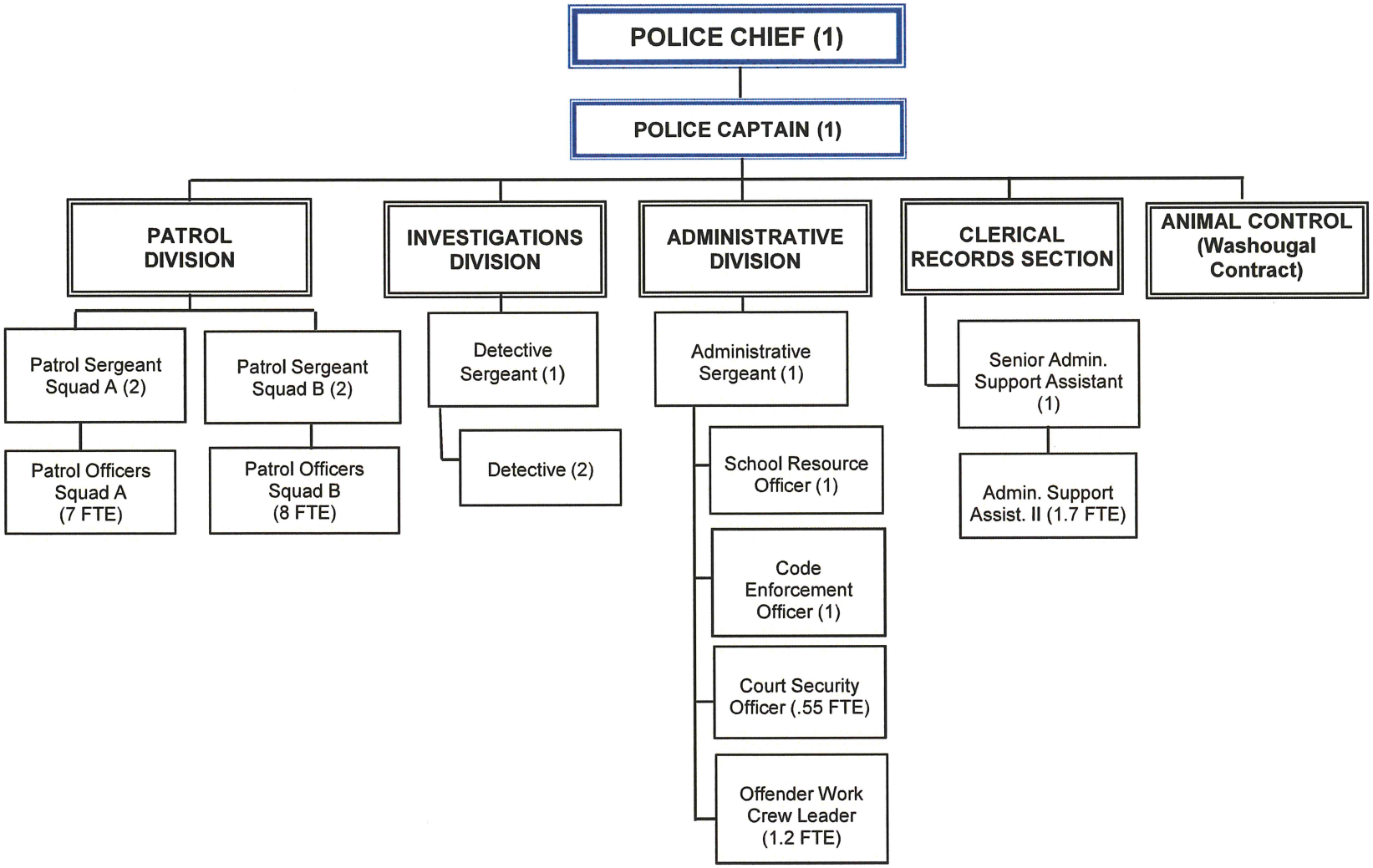
REVENUE DETAIL
THREE YEAR COMPARISON

611.00			Actual Revenue 2011	Adjusted Estimated 2012	Estimated Revenue 2013
		Miscellaneous Revenues:			
361	**110**	Investment Interest	$ 23,022	$ -	$ -
369	**000**	Employer Contribution	34,521	25,000	25,000
		Total Miscellaneous Revenues	57,543	25,000	25,000
		Total Estimated Revenues	$ 57,543	$ 25,000	$ 25,000

EXPENDITURE DETAIL
THREE YEAR COMPARISON

611.00.517			Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
		Disability and Retirement:			
	200	Pension and Disability	$ 17,361	$ 25,000	$ 25,000
		Total Firemen's Pension	$ 17,361	$ 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. We spent many staff hours in 2012 investigating the possibility of forming our own Municipal Court and breaking away from contracting with Clark County for those services. This project will carry over into 2013 as the two cities attempt to determine which methodology is most efficient and in the best interest of the community.

JUDICIAL EXPENDITURE DETAIL
THREE YEAR COMPARISON

001.02.			Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
512	**500**	**MUNICIPAL COURT**			
		Salaries and Wages	$ -	$ -	$ 5,000
		Personnel Benefits	-	-	1,600
		Supplies	8,000	3,914	4,000
		Other Services and Charges	84,500	50,825	85,000
		Professional services ($21,000 for janitorial, courier services)			
		Communication ($1,000)			
		Operating Rents ($38,000)			
		Insurance ($1,000)			
		Public Utility ($14,000)			
		Repairs ($4,000)			
		Misc. ($6,000)			
		Intergovernmental Services and Taxes	124,500	123,772	129,000
515	**500**	**INDIGENT DEFENSE**			
		Other Services and Charges	48,000	45,500	51,000
		TOTAL JUDICIAL	$ 265,000	$ 224,011	$ 275,600
		% Increase (Decrease) Prior Year		-15.47%	23.03%

JUDICIAL PERSONNEL SCHEDULE	Actual Approp 2012	Estimated Required 2013
Court Coordinator (0 - 2012, 1 (Dec) - 2013)	$ -	$ 5,000
Total Personnel	$ -	$ 5,000

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 2013

Training of new enforcement staff and transitions into new positions will be a main goal for 2013. During the last half of 2012, the department experienced a large volume of transition of staff. Four new police officers were hired during this period, all of whom were assigned to uniformed patrol. At the same time, the department has promoted an existing officer to the position of sergeant, and has changed assignments for three other members who will be working as detectives or the School Resource Officer.

The agency will also be undergoing a transition of equipment in the area of less lethal - long distance weapons. We were notified in 2012 that TASER International would no longer be manufacturing or supporting the TASER rifle. The TASER rifle was the Camas P.D. platform for long distance - less lethal tactical situations. In 2013 the department will be confirming a new less lethal platform, will acquire the tools, and will train and certify staff.

Also in 2013 will be our formal Accreditation audit from the Washington Association of Sheriffs and Police Chiefs. The police department was last awarded the status as an accredited police department in May of 2009.

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.

LAW ENFORCEMENT EXPENDITURE DETAIL
THREE YEAR COMPARISON

001.08.			Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
521	**100**	**ADMINISTRATION**			
		Salaries and Wages	$ 330,702	$ 356,307	$ 363,618
		Personnel Benefits	108,799	131,500	125,394
		Supplies	6,551	4,700	6,000
		Other Services and Charges			
		Professional Services	10,551	6,000	4,400
		Communications ($980), Travel ($2,400)	9,126	8,400	10,780
		Repairs/Maint. ($3,000), Registrations and laundry ($4,400)			
		Interfund Payments for Services	15,156	26,359	23,983
521		**POLICE OPERATIONS**			
	220	**PATROL AND INVESTIGATIONS**			
		Salaries and Wages	1,762,955	1,885,699	1,943,573
		Overtime	95,099	55,000	60,000
		Personnel Benefits	683,241	725,900	791,586
		Supplies	41,461	32,700	23,550
		Other Services and Charges	27,131	54,050	80,990
		Professional Service ($5,000),			
		Uniform Cleaning ($8,500), Communication ($30,990)			
		Insurance ($31,000 liability), Travel ($1,500),			
		Advertising ($500),Repairs and Maint. ($3,500)			
		Intergovernmental Services	11,343	18,000	256,735
		Interfund Payments for Services	189,157	182,070	196,760
	300	**COMMUNITY SERVICES**			
		Interfund Payments for Services	3,552	-	-
	400	**TRAINING**			
		Supplies	4,256	9,000	13,250
		Other Services and Charges	11,476	14,725	21,175
		Travel ($12,200)			
		Registrations, publications ($8,975)			
		Intergovernmental Services	800	9,000	2,000
	500	**FACILITIES**			
		Salaries and Wages	6,018	8,000	8,000
		Personnel Services	1,866	2,700	2,700
		Supplies	6,903	8,500	8,500
		Other Services and Charges	82,656	86,300	93,600
		Insurance ($8,400 property insurance),			
		Public Utilities ($47,000)			
		Repairs and Maintenance ($19,000)			
		Janitorial and mat cleaning services ($19,200)			

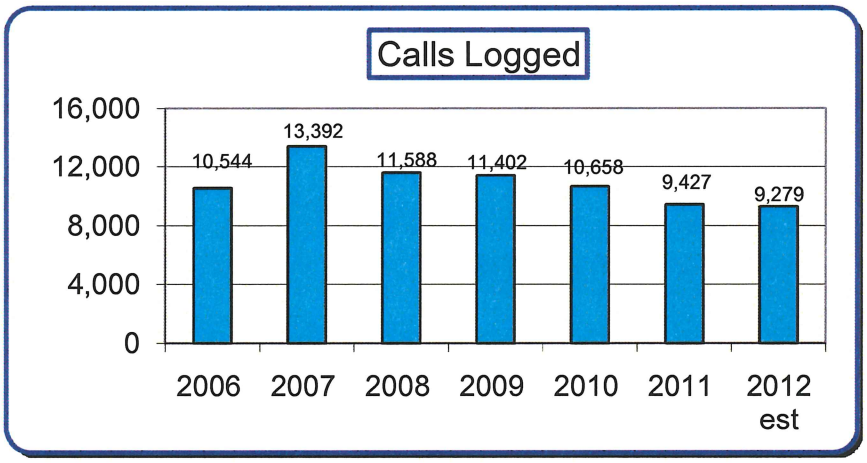
LAW ENFORCEMENT EXPENDITURE DETAIL
THREE YEAR COMPARISON

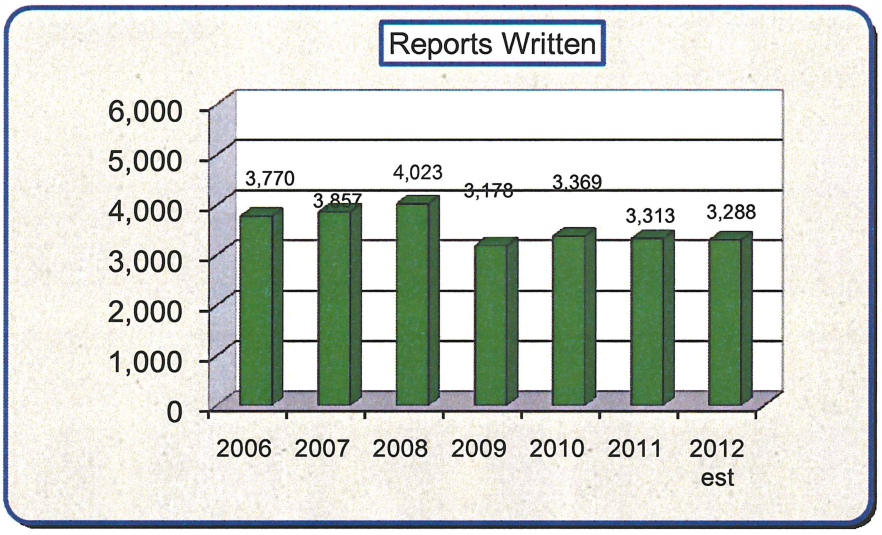
(Continued)

001.08			Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
	700	**CODE ENFORCEMENT**			
		Salaries and Wages	53,666	56,105	56,105
		Personnel Benefits	27,601	30,088	31,009
		Supplies	1,229	900	900
		Other Services and Charges	1,958	1,400	1,200
		Miscellaneous ($700), Travel ($500)			
		Interfund Payments for Services	1,800	5,486	5,569
	920	**OTHER MUNICIPAL SERVICES - SOCIAL SERVICES**			
		Salaries and Wages	67,845	42,524	-
		Personnel Benefits	18,875	8,000	-
		Other Services and Charges	498	-	-
	930	**FINGERPRINTING/OTHER AGENCY**			
		Intergovernmental Professional Services	1,949	6,500	-
517	200	**DISABILITY AND RETIREMENT LEOFF-1**			
		Personnel Benefits	117,739	126,000	121,500
528	600	**COMMUNICATION, OPERATIONS, CONTRACTED SERVICES**			
		Intergovernmental Services	207,907	224,500	-
528	800	**COMMUNICATIONS, GENERAL**			
		Supplies	346	350	-
		Other Services and Charges	25,796	26,500	-
		Communication ($30,690 cell phones, pagers, telephone,			
		$1,500 Smead software contract)			
		Repairs and Maintenance ($1,500 repair phones and radios)			
591	210	**CAPITAL OUTLAY**			
		Land Improvements			60,000
		Chain Link Fencing ($60,000)			
		Machinery and Equipment - HVAC system	6,325	-	300,000
		TOTAL LAW ENFORCEMENT AND COMMUNICATIONS	$ 3,942,333	$ 4,153,263	$ 4,612,877
		% Increase (Decrease) Prior Year		5.35%	11.07%

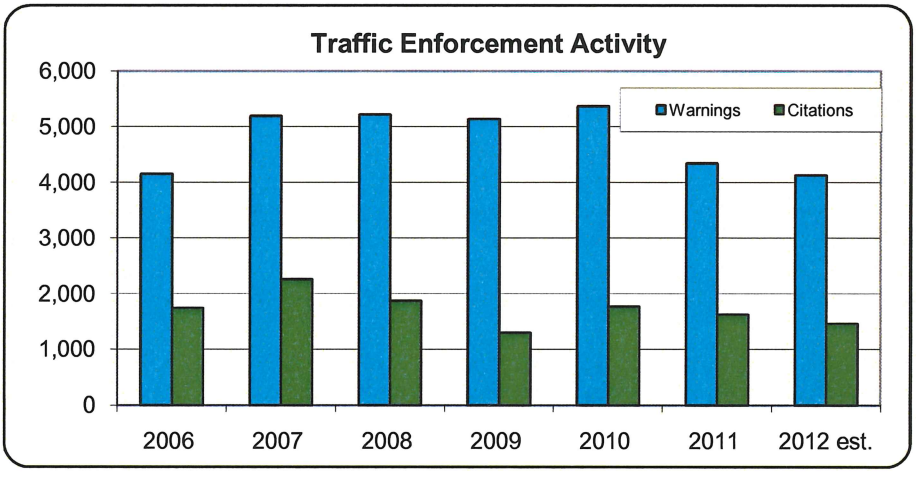
Statistics

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

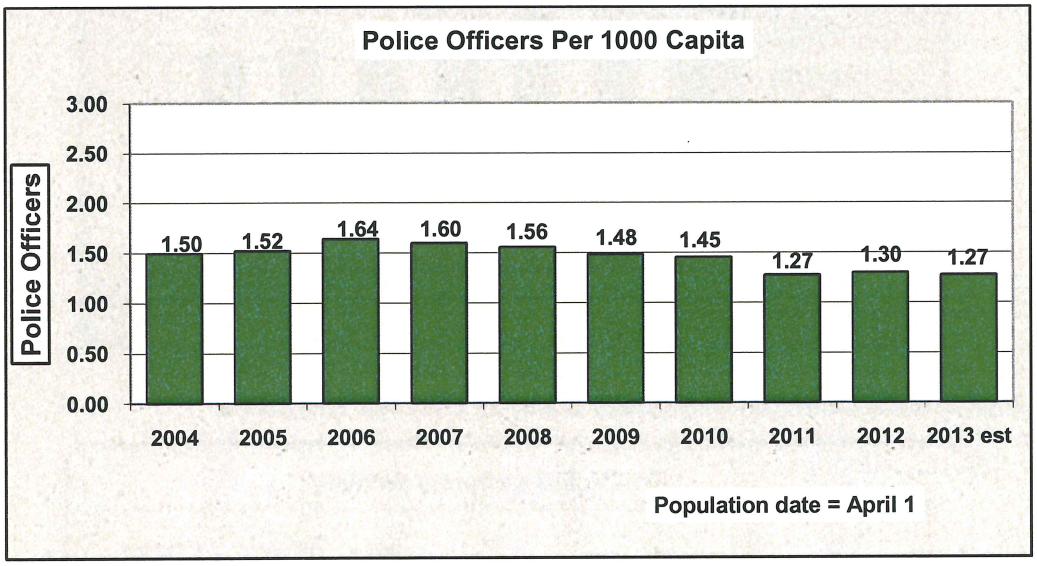




The chart below reflects the traffic enforcement activity for a five year time period.



LAW ENFORCEMENT PERSONNEL SCHEDULE	Actual Approp 2012	Estimated Required 2013
Police Chief	$ 124,718	$ 125,395
Police Captain	100,529	105,146
Senior Admin Support Assistant	60,288	60,645
Admin Support Assistant II (1.7 FTE)	70,322	71,982
Administrative Overtime	450	450
Police Sergeant (6 FTE)	545,176	540,052
Police Officers (17 FTE - 2012, 18 - 2013)	1,261,825	1,317,527
Police Operations Overtime	55,000	60,000
Holiday Pay	78,698	85,994
Code Enforcement Officer	55,905	55,905
Code Enforcement Overtime	200	200
Social Services Specialist	42,324	-
Social Services Specialist Overtime	200	-
TOTAL LAW ENFORCEMENT	$ 2,395,635	$ 2,423,296
% Increase (Decrease) Prior Year		1.15%



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 2011	Actual Approp 2012	Estimated Required 2013
300 PROBATION AND PAROLE SERVICES			
Salaries and Wages	$ 61,306	$ 64,625	$ 64,625
Personnel Services	10,373	12,500	11,127
Supplies	4,340	5,200	5,200
Other Services and Charges	3,329	5,450	5,700
Intergovernmental Services	78,351	82,471	85,285
Interfund Payments	6,588	7,749	6,854
600 CARE AND CUSTODY OF PRISONERS			
Salaries and Wages	29,015	32,134	32,517
Personnel Services	10,804	13,974	14,700
Supplies	56	200	-
Other Services and Charges	614	600	400
Intergovernmental Services	166,838	270,150	242,190
TOTAL DETENTION AND CORRECTION	$ 371,615	$ 495,053	$ 468,598
% Increase (Decrease) Prior Year		33.22%	-5.34%

DETENTION AND CORRECTION PERSONNEL SCHEDULE	Actual Approp 2012	Estimated Required 2013
Offender Crew Leader (2 at .6 FTE)	$ 64,625	$ 64,625
Court Security Officer (.55 FTE)	32,134	32,517
Total Personnel	$ 96,759	$ 97,142
% Increase (Decrease) Prior Year		0.40%

ANIMAL CONTROL

MISSION STATEMENT

The Animal Control Department provides for animal control expenses.

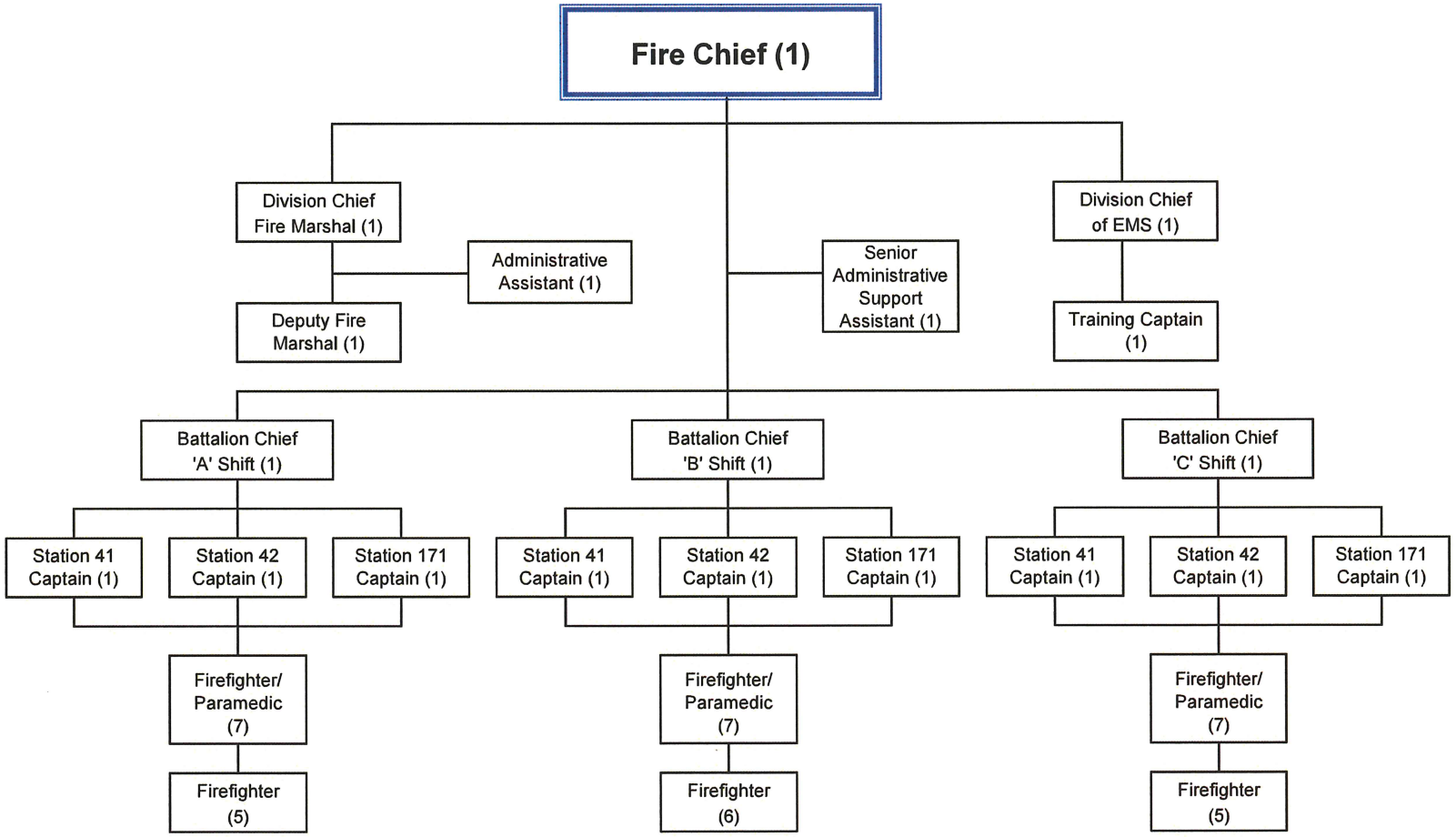
ACTIVITIES AND SERVICES

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 2011	Actual Approp 2012	Estimated Required 2013
554 300	**ANIMAL CONTROL**			
	Supplies	$ 1,226	$ 500	$ 500
	Intergovernmental Services	91,592	93,500	95,370
	Total Other Physical Environment	$ 92,817	$ 94,000	$ 95,870
	% Increase (Decrease) Prior Year		1.27%	1.99%

CAMAS-WASHOUGAL 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 2013

1. Continue to develop plans for a permanent consolidation of resources with Washougal to eliminate duplication of efforts, improve services, and reduce costs.
2. Improve budget funding where possible and feasible to improve services available to the community.
3. Provide proper training programs to keep employees safe from harm and injury.
4. Continue to aggressively monitor the use of discretionary overtime and other expenditures.
5. Pursue new grant opportunities to lessen the financial impact on the city's general fund. A top grant priority for 2013 would be to secure a grant that would allow replacement of one of our oldest fire apparatuses.
6. Create a fire apparatus replacement plan.

ACTIVITIES AND SERVICES

Your Camas Fire Department normally has a staff of 44 personnel serving the community from two fire stations. However, due to the current long-term merger with Washougal the total staffing of the Camas-Washougal Fire Department features 56 career, administrative, and support personnel, and over 30 volunteer firefighters. A total of 26 of our personnel are cross-trained as firefighter/paramedics. All other staff are trained to a minimum of firefighter/IV tech. We provide these services and operational deployment from four fire stations located throughout Camas and Washougal. The administrative offices include 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 the division chief-fire marshal and the deputy fire marshal, who are 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.

The training division is supervised by a training captain, who is responsible for coordinating and scheduling the training requirements for all of the department's members. The training captain reports to the division chief of emergency medical services.

Your department is an all hazards department that has the same capabilities as most urban fire departments. The department responds to nearly 5,000 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 2011	Actual Approp 2012	Estimated Required 2013
522	**100**	**ADMINISTRATION**			
		Salaries and Wages	$ 108,655	$ 80,842	$ 83,892
		Personnel Benefits	29,890	42,644	27,050
		Other Services and Charges	9,237	3,200	3,750
		Interfund Payments for Services	1,520	3,300	2,907
522	**210**	**FIRE SUPPRESSION**			
		Salaries and Wages	1,658,326	1,625,662	1,734,532
		Overtime	130,057	120,000	130,000
		Personnel Benefits	526,856	565,129	623,490
		Supplies	21,934	61,298	29,500
		Grant awards ($31,197)			
		Other Services and Charges	60,512	75,800	96,837
		Professional Services ($2,100 for equipment testing)			
		Communication ($21,000), Insurance ($38,237 liability)			
		Repairs and Maintenance ($29,5000 on equip. & vehicles)			
		Laundry, turnout cleaning, fire codes ($6,000)			
		Interfund Payments for Services	9,482	10,560	80,149
	230	**WATER SERVICE**			
		Supplies	997	-	-
		Other Services and Charges	9,000	11,500	11,500
		(public utility-hydrant rental)			
	300	**FIRE PREVENTION AND INVESTIGATION**			
		Salaries and Wages	86,145	86,426	89,763
		Overtime	4,775	5,000	4,000
		Personnel Benefits	16,001	18,540	17,229
		Supplies	1,550	3,500	3,500
		Other Services and Charges	1,244	2,750	2,000
		Interfund Payments for Services	6,348	6,585	6,585
	450	**TRAINING**			
		Supplies	115	500	1,000
		Other Services and Charges	3,428	7,000	8,000
		Training ($1,500)			
		Travel ($1,500)			
		Registration, publications ($5,000)			
	500	**FACILITIES**			
		Salaries and Wages	3,904	5,000	5,000
		Personnel Benefits	1,740	2,000	2,000
		Supplies	3,247	5,250	5,500
		Other Services and Charges	35,043	40,000	34,585
		Professional Services ($2,000 pest control, Sonitrol)			
		Insurance ($4,585 property insurance)			
		Public Utility ($20,000)			
		Repairs and Maintenance ($8,000 on bldg., HVAC, maintenance of station 42 and drill tower)			

FIRE DEPARTMENT EXPENDITURE DETAIL
THREE YEAR COMPARISON

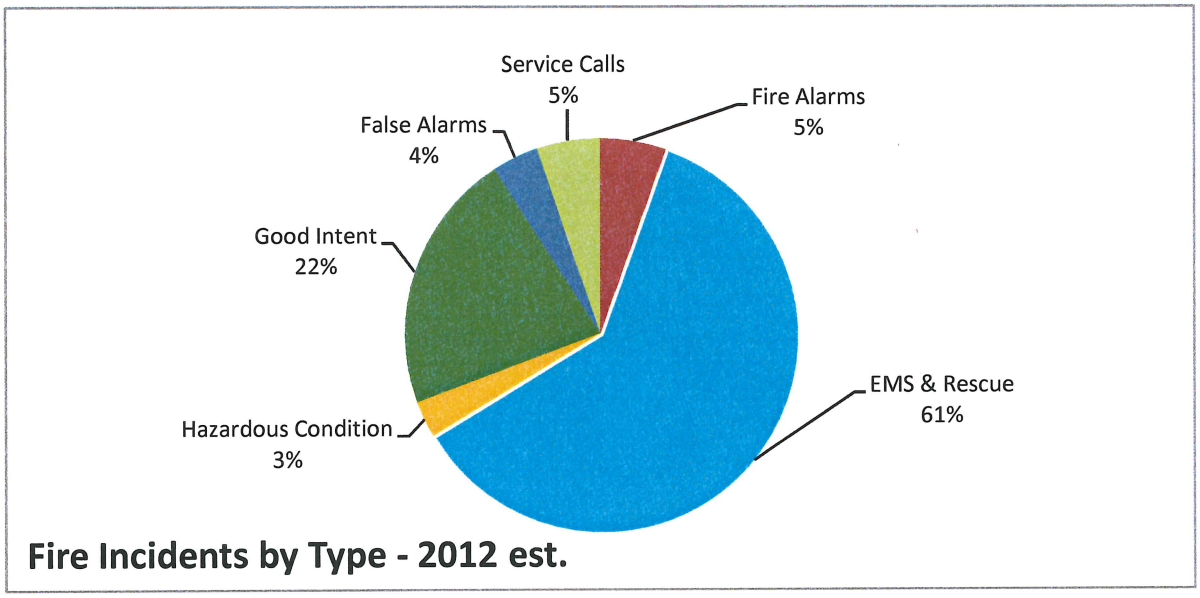
(Continued)

001.09			Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
517	**200**	**DISABILITY AND RETIREMENT-LEOFF 1**			
		Personnel Benefits	$ 53,520	$ 53,500	$ 68,000
		Pension & Disability	34,521	34,500	34,500
528		**COMMUNICATIONS**			
	600	**OPERATIONS, CONTRACTED SERVICES**			
		Intergovernmental Services	66,749	62,900	-
	800	**COMMUNICATIONS, GENERAL**			
		Supplies	963	1,000	-
		Other Services and Charges	24,520	24,600	-
		Professional Services ($100)			
		Communication ($21,000 for phones, internet)			
		Repairs and Maintenance ($2,500 for radio repairs)			
		TOTAL FIRE CONTROL AND COMMUNICATIONS	$ 2,910,279	$ 2,958,986	$ 3,105,269
		% Increase (Decrease) Prior Year		1.67%	4.94%

FIRE DEPARTMENT PERSONNEL SCHEDULE	Actual Approp 2012	Estimated Required 2013
Fire Chief (.5 FTE)	$ 54,855	$ 57,150
Sr. Admin Support Assistant (.5 FTE)	25,987	26,742
Division Chief (.2 FTE)	18,641	19,511
Battalion Chiefs (2.4 FTE)	239,271	242,542
Fire Captain (7)	619,464	635,344
Engineers (3 - 2012, 0 - 2013)	224,316	-
Firefighter/Paramedic (4.5 FTE - 2012, 2.8 FTE - 2013)	348,810	221,710
Firefighter (2 FTE - 2012, 8.5 FTE - 2013)	142,416	580,462
Holiday Pay	33,730	34,963
Fire Suppression Overtime	120,000	130,000
Deputy Fire Marshal (1)	85,440	89,763
Fire Prevention Overtime	5,000	4,000
Total Fire Control	$ 1,917,930	$ 2,042,187
% Increase (Decrease) Prior Year		6.48%

Statistics

	2008	2009	2010	2011	2012 (Est.)
Fire Alarms					
Residential Structure Fires	19	18	22	20	24
Structure Fires - Other than Residential	8	10	3	8	10
Structures Other than a Building	1	4	0	4	4
Cooking Fires	8	9	6	4	10
Chimney Fires	1	2	0	5	2
Trash or Rubbish Fires	13	12	9	11	14
Passenger Vehicle Fires	6	5	8	10	6
Brush or Grass Fires	17	21	16	18	2
Other	12	9	11	11	12
Total	**85**	**90**	**75**	**91**	**84**
EMS & Rescue					
Assist EMS Crew	**913**	**792**	**913**	**995**	**928**
Hazardous Condition					
Flammable Liquid Spill	4	5	5	3	8
Gas Leak	2	3	4	11	8
Electrical Wiring/Equipment Problem	7	11	10	6	14
Power Line Down	0	0	0	1	8
Other	16	6	5	1	8
Total	**29**	**25**	**24**	**22**	**46**
Good Intent					
Dispatched & Canceled	168	187	147	237	272
Wrong Location	0	0	1	0	0
No Incident Found	26	25	24	33	20
Smoke-Odor or Smoke-Steam	14	15	17	17	14
Other	25	20	30	44	24
Total	**233**	**247**	**219**	**331**	**330**
False Alarms					
False Alarms	15	11	10	23	8
Malicious	3	2	7	2	6
System Malfunction	28	20	20	20	24
Smoke Detector Malfunction	3	10	4	8	8
Other	25	24	24	17	12
Total	**74**	**67**	**65**	**70**	**58**
Service Calls					
Public or Invalid Assist-General Service	**61**	**49**	**67**	**80**	**80**
Severe Weather					
Severe Weather	**1**	**0**	**0**	**1**	**0**
TOTALS	**1,396**	**1,270**	**1,363**	**1,590**	**1,526**



Fire Incidents by Type - 2012 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.

EMERGENCY SERVICES EXPENDITURE DETAIL
THREE YEAR COMPARISON

001.11.525	Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
100 ADMINISTRATION			
Intergovernmental Services	$ 15,413	$ 17,000	$ 19,000
TOTAL EMERGENCY SERVICES	$ 15,413	$ 17,000	$ 19,000
% Increase (Decrease) Prior Year		10.30%	11.76%

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 firefighter/paramedics and firefighter/EMTs from Washougal and East County Fire and Rescue, and the dedicated volunteers of all agencies.

This service is the result of an over 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. This provides for faster and better medical care without interruption of treatment.

Demand for service continues to increase steadily while the cost of service continues to rise and federal reimbursements decline. Every effort is made to maintain or reduce costs. In July of 2011, the Camas and Washougal Fire Departments entered in to a unique trial merger to explore if the partnership could save money for the EMS fund and improve services to the community. This merger will remain in place until at least December 31, 2013. The partnership has already shown noticeable savings as well as providing for higher staffing levels at Washougal Station 171 and decreased response times in that area. It is hoped that this combined service will continue well beyond 2013 as a way to continue to provide elevated services in a fiscally responsible manner during difficult economic times.

EMERGENCY RESCUE
REVENUE DETAIL
THREE YEAR COMPARISON

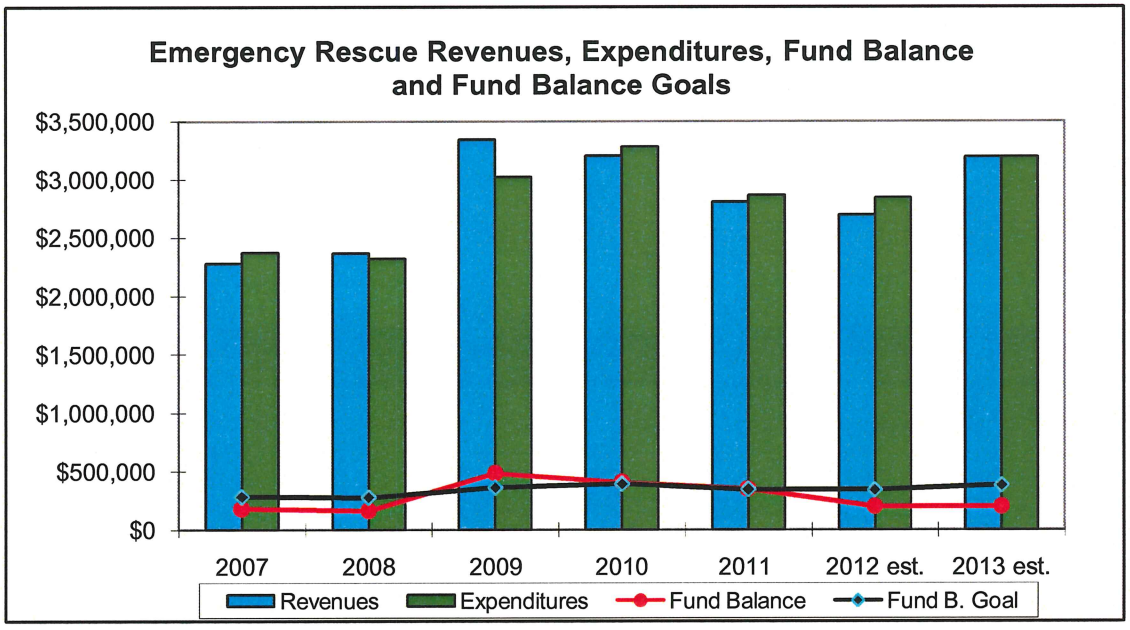
115.00			Actual Revenue 2011	Adjusted Estimated 2012	Estimated Revenue 2013
291	740	**Beginning Appropriated Fund Balance**	$ -	$ 150,000	
311	100	**Taxes:**			
		Real and Personal Property	911,956	889,000	1,160,700
		Total Taxes	911,956	889,000	1,160,700
		Intergovernmental Revenue:			
331	970	Fed Grant - Homeland Security	-	-	120,000
334	040	State Grants	1,738	1,700	-
342	260	Shared Costs-Ambulance, Rescue, Emergency Aid	922,642	761,000	745,300
		Total Intergovernmental Revenue	924,380	762,700	865,300
		Charges for Goods and Services			
341	810	Printing and Duplicating	50	-	-
342	600	Ambulance and Emergency Aid Fees	949,824	940,000	999,800
347	900	Culture and Recreation (First-aid/CPR classes)	1,460	3,208	3,500
		Total Charges for Goods and Services	951,334	943,208	1,003,300
		Fines and Penalties			
359	900	Late Fees	11,759	10,000	13,033
		Total Fines and Penalties	11,759	10,000	13,033
		Miscellaneous Revenues:			
361	110	Investment Interest	688	100	500
367	000	Contributions and Donations-Private Sources	180	500	500
369	900	Other Miscellaneous Revenue	6,832	1,000	1,000
		Total Miscellaneous Revenues	7,701	1,600	2,000
		Total Other Financing Sources:			
391	800	Intergovernmental Loan Proceeds	-	-	150,000
397	000	Operating Transfers In	-	84,939	-
		Total Other Financing Sources	-	84,939	150,000
		Total Estimated Revenues	2,807,130	2,691,447	3,194,333
		Total Estimated Resources	$ 2,807,130	$ 2,841,447	$ 3,194,333

EMERGENCY RESCUE EXPENDITURE DETAIL
THREE YEAR COMPARISON

115.00			Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
522	**710**	**ADMINISTRATION**			
		Salaries and Wages	$ 108,655	$ 80,842	$ 83,892
		Overtime	-	500	500
		Personnel Benefits	34,077	47,198	31,395
		Supplies	543	350	-
		Other Services and Charges	3,572	-	250
		Principal on Ambulance Loan	-	-	15,000
		Interest	3,097	4,000	8,500
		Interfund Payments	135,842	136,724	136,331
	720	**AMBULANCE SERVICES**			
		Salaries and Wages	1,544,727	1,517,394	1,619,310
		Overtime	173,324	173,000	184,000
		Personnel Benefits	501,278	523,299	609,274
		Supplies	115,425	128,000	134,500
		Other Services and Charges	88,009	73,800	82,368
		Professional services ($7,000 for medical oversight)			
		Operating rentals ($3,200 for oxygen cylinders)			
		Insurance ($25,968 liability & property insurance)			
		Repairs and Maintenance ($22,500 for equipment & ambulances)			
		Communication, advertising, medical waste disposal, laundry ($23,700)			
		Interfund Payments for Services	4,681	2,640	131,513
	700	**TRAINING**			
		Supplies	1,100	2,000	2,000
		Other Services and Charges	3,440	7,500	6,000
		Travel ($1,000), Training, Registrations, Misc. ($5,000)			
528	**600**	**COMMUNICATIONS, ALARMS AND DISPATCH OPERATIONS, CONTRACTED SERVICES**			
		Intergovernmental Services and Taxes	123,525	122,000	-
	800	**COMMUNICATIONS, GENERAL**			
		Supplies	1,321	2,500	-
		Other Services and Charges	19,499	19,700	-
		Communication ($17,200 for phones, internet, etc.)			
		Repairs and Maintenance ($2,500 for radio repairs)			
594	**260**	**CAPITAL OUTLAY**			
		Ambulance			150,000
		TOTAL EMERGENCY RESCUE FUND	$ 2,862,114	$ 2,841,447	$ 3,194,833
		% Increase (Decrease) Prior Year		-0.72%	12.44%

EMERGENCY RESCUE PERSONNEL SCHEDULE

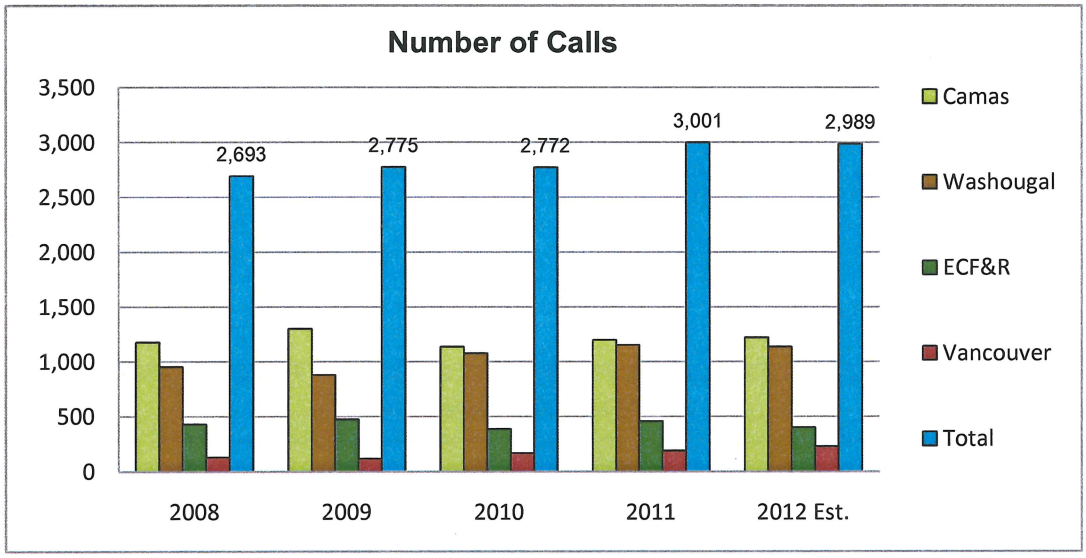
	Actual Approp 2012	Estimated Required 2013
AMBULANCE, RESCUE AND EMERGENCY AID		
Fire Chief (.5 FTE)	$ 54,855	$ 57,150
Sr. Admin. Support Specialist (.5 FTE)	25,987	26,742
Administrative Overtime	500	500
Division Chief (.8 FTE)	74,563	78,046
Battalion Chiefs (.6 FTE)	59,817	60,635
Engineers (3 - 2012, 0 - 2013)	245,664	-
Firefighter/Paramedic (14.5 FTE - 2012, 18.7 FTE - 2013)	1,107,951	1,447,118
Holiday Compensation	29,399	33,511
Ambulance Overtime	173,000	184,000
TOTAL AMBULANCE, RESCUE AND EMERGENCY AID	$ 1,771,736	$ 1,887,702
% Increase (Decrease) over prior year		6.55%



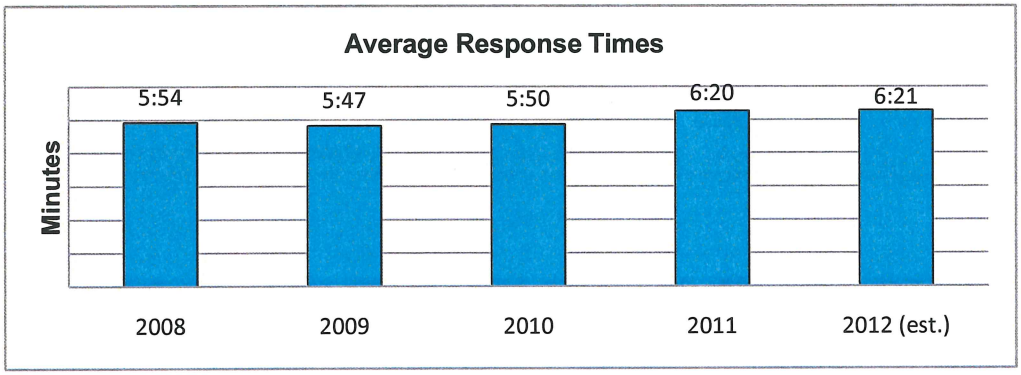
Statistics

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
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	1,199	1,153	458	191	3,001	1,788 60%
2012 Est.	1,220	1,136	403	230	2,989	1,681 56%



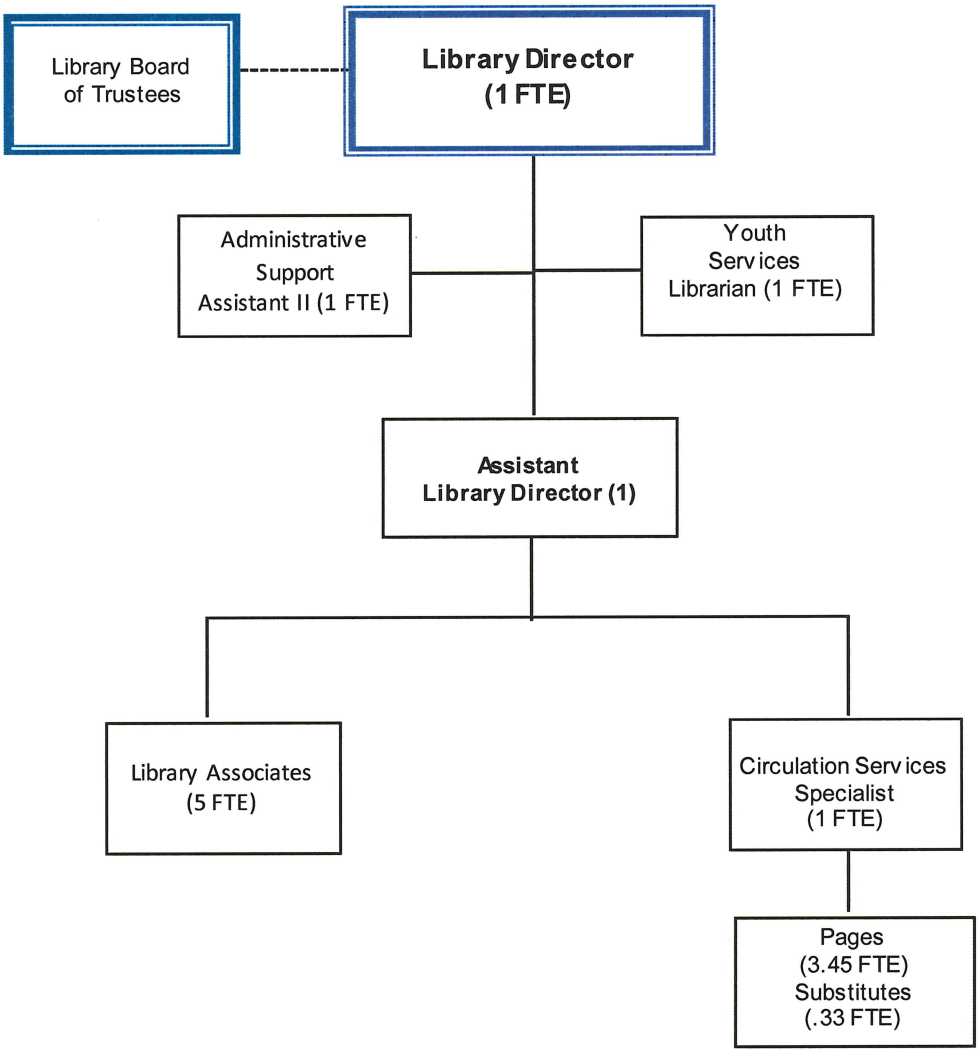
The county's response system is designed around American Heart Association recommendations for the most critical cardiac arrest patient. That recommendations is that ALS services be at the patient's side within 8 minutes of initial arrest. The average response times for Camas Fire Department are well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



Fire & EMS Department Personnel Schedule

	FTE		Actual Approp.	Estimated Required
	2012	2013	2012	2013
Fire Staff				
Fire Chief	0.5	0.5	$ 54,855	$ 57,150
Sr. Admin Support Asst.	0.5	0.5	25,987	26,742
Division Chief	0.2	0.2	18,641	19,511
Battalion Chief	2.4	2.4	239,271	242,542
Fire Captain/Paramedic	3.0	4.0	277,704	375,468
Fire Captain	4.0	3.0	341,760	259,876
Fire Engineer	3.0	0.0	224,316	-
Firefighter/Paramedic	4.5	2.8	348,810	221,710
Firefighter	2.0	8.5	142,416	580,462
Holiday Pay			33,730	34,963
Overtime			120,000	130,000
Deputy Fire Marshal	1.0	1.0	85,440	89,763
Overtime			5,000	4,000
Fire FTE	21.10	22.90	$ 1,917,930	$ 2,042,187
EMS Staff				
Fire Chief	0.5	0.5	$ 54,855	$ 57,150
Sr. Admin Support Asst.	0.5	0.5	25,987	26,742
Overtime			500	500
Division Chief	0.80	0.80	74,563	78,046
Battalion Chief	0.60	0.60	59,818	60,635
Paramedic Engineer	3.00	0.00	245,664	-
Firefighter/Paramedic	14.50	18.70	1,107,950	1,447,118
Holiday Pay			29,399	33,511
Overtime			173,000	184,000
EMS FTE	19.90	21.10	1,771,736	1,887,702
Total Fire/EMS FTE	41.00	44.00	$ 3,689,666	$ 3,929,889

LIBRARY


Library Board of Trustees
Library Director (1 FTE)
Administrative Support Assistant II (1 FTE)
Youth Services Librarian (1 FTE)
Assistant Library Director (1)
Library Associates (5 FTE)
Circulation Services Specialist (1 FTE)
Pages (3.45 FTE) Substitutes (.33 FTE)

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 2013

1. Continue to provide a wide array of quality contemporary library services, materials, programs, and facilities for customers of all ages.
2. Provide superior customer service.
3. Successful celebrations of 90 years of public libraries in Camas and the 10th anniversary of the "new" library building.

ACTIVITIES AND SERVICES

The strategic plan calls for expanding and improving collections, strengthening early childhood as well as adult learning opportunities, increasing library sponsored events, refining library marketing, and exploring and deploying new systems for service delivery. These will continue to drive the library's efforts.

In 2013, the Camas Public Library will continue to adapt to new circumstances and a changing environment. Over 260,000 people will enter the building to utilize services and will borrow over 300,000 items, including e-books.

Through activities such as a summer reading program for all ages (preschool to senior citizens), weekly story times, after school programs, and regularly scheduled - and special - adult events, the library provides informational, educational, recreational, and cultural activities to over 1,500 participants each month.

With services such as reference, readers' advisory, free public computers, public meeting spaces, and an art gallery, the library is a community commons that touches the lives of Camas residents.

The library remains a robust, vibrant city function at the heart of downtown Camas for the entire community, not just the 60% of residents with active library cards.

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 2013.

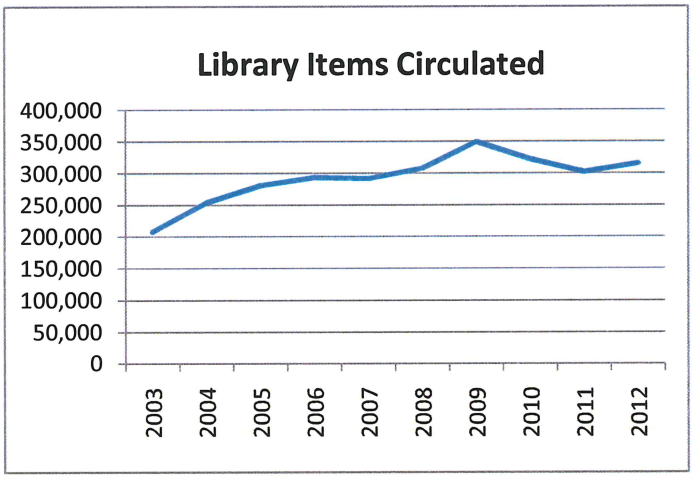
COMMENTS ON BUDGET APPROPRIATIONS

The library continues to experience accelerated changes as it evolves from a small town book lender to a thriving, mid-sized 21st Century free-choice learning venue meeting the digital and social needs of a changing community as well as a demand for books.

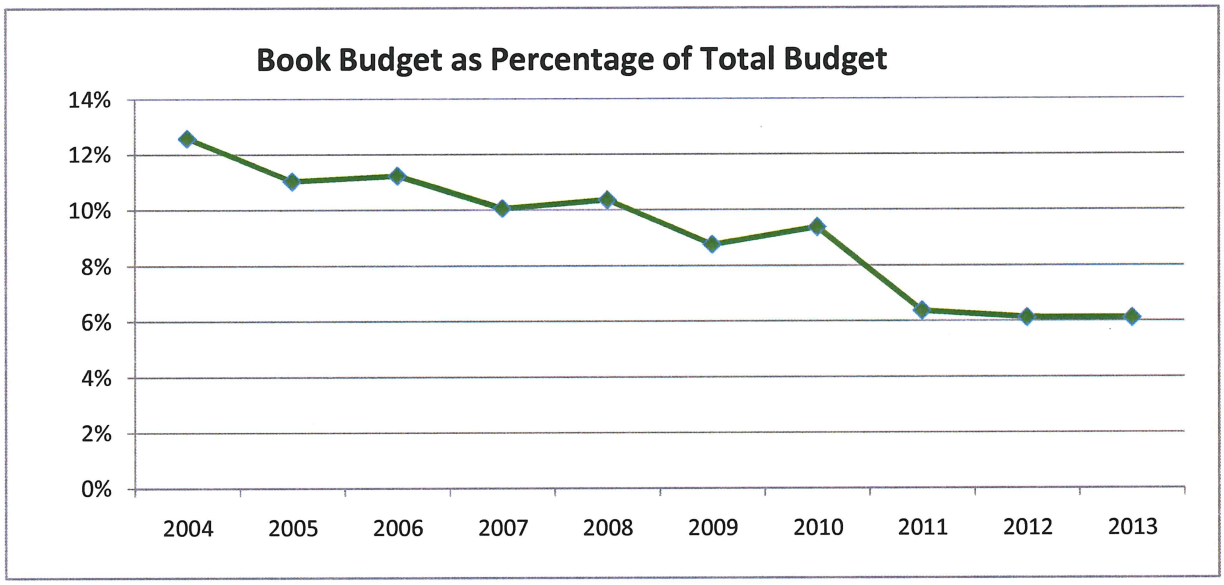
This budget is a bare bones budget that will challenge the staff to meet the service expectations of both established and new library members. Open hours will be reduced.

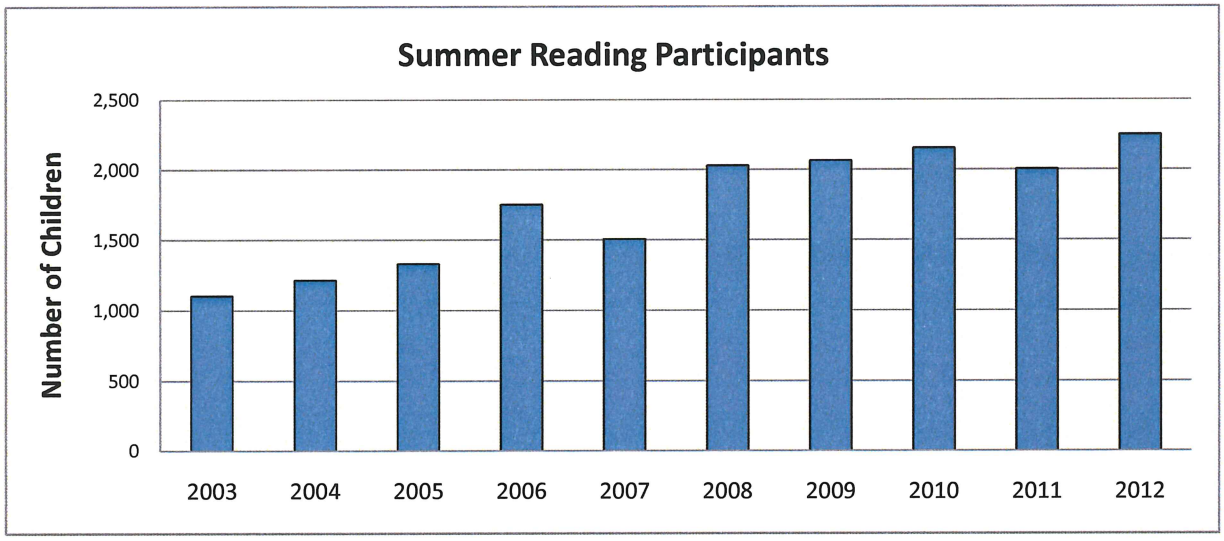
The continued low investment in library acquisitions will have an impact that will be felt for years.

STATISTICAL INFORMATION



2011 Camas Library in Numbers	
Items Loaned	302,660
Card Holders	12,014
Circulation per Capita	15.55
Items in Collections	105,434
Magazine Subscriptions	180
Subscription Databases	42
Children's Programs	459
Teen Programs	52
Adult Programs	82
Program Attendance	17,247
Public Computers	26
Public Computer Logons	27,448
Holds Placed	24,115
Reference Transactions	17,366



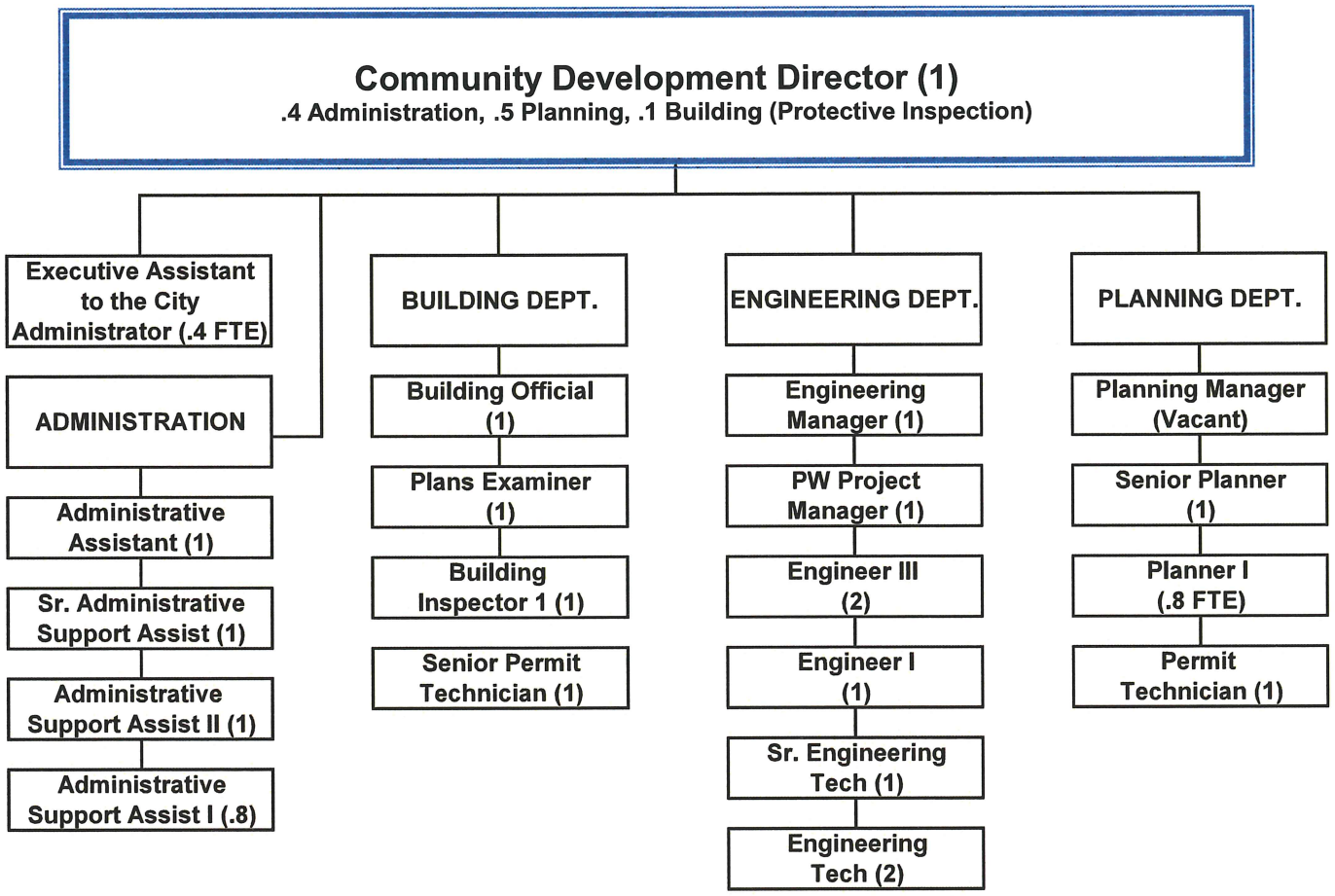


LIBRARY DEPARTMENT EXPENDITURE DETAIL
THREE YEAR COMPARISON

001.30			Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
572	**100**	**ADMINISTRATION**			
		Salaries and Wages	$ 92,368	$ 93,205	$ 159,192
		Personnel Benefits	29,637	36,355	55,787
		Other Services and Charges (travel)	280	-	800
	200	**LIBRARY SERVICES**			
		Salaries and Wages	642,260	633,952	563,286
		Personnel Benefits	230,787	249,865	232,508
		Supplies	9,722	11,400	13,000
		Other Services and Charges	30,873	47,375	39,325
		Professional Services ($3,450), Communication ($10,080 for postage, phone) Insurance ($15,400), Repairs ($7,995 for maintenance contracts) Misc. ($2,400 for printing, registrations, memberships, inter-library loans, catalog databases)			
		Intergovernmental Services and Taxes	2,257	1,500	6,000
	400	**TRAINING**			
		Other Services and Charges (travel costs, registration	-	100	300
	500	**FACILITIES**			
		Salaries and Wages	4,573	6,830	6,820
		Personnel Benefits	1,891	2,650	2,865
		Supplies	3,987	4,925	5,500
		Other Services and Charges	129,080	134,271	145,950
		Professional Services ($36,865 for janitorial, alarm monitoring, landscaping) Communication ($3,180 for telephone, postage) Insurance ($11,400 property) Public Utility ($64,740) Repairs and Maintenance ($29,765)			
594	**720**	**CAPITAL OUTLAY**			
		Books	77,713	80,000	80,500
		TOTAL LIBRARIES	$1,255,426	$ 1,302,428	$ 1,311,833
		% Increase (Decrease) Prior Year		3.74%	0.72%

PERSONNEL SCHEDULE	Actual Approp 2012	Estimated Required 2013
Library Director	$ 93,205	$ 95,724
Assistant Library Director	73,581	63,468
Senior Library Associate (.8 - FTE 2012, 0 - 2013)	46,454	-
Library Circulation Services Specialist (0 - 2012, 1 - 2013)	-	49,600
Library Associate (3 - FTE - 2012, 6 - FTE 2013)	164,202	293,575
Admin. Support Assistant II (.8 - FTE 2012, 1 - 2013)	36,670	48,348
Library Assistant (3)	125,844	-
Youth Services Librarian	60,111	61,608
Pages (3.5 FTE)	96,366	94,727
Substitutes (.67 - FTE 2012, .33 - 2013)	30,724	15,428
Total Libraries	$ 727,157	$ 722,478
% Increase (Decrease) Prior Year		-0.64%

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 as well as for multiple commissions and Council.

DEPARTMENT GOALS FOR 2013

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. With numerous capital projects being funded, management of records continues to be an essential function of the Community Development Department.

COMMENTS ON BUDGET APPROPRIATIONS

The emphasis of the administrative department in 2013 will continue to include providing support to conduct daily administrative responsibilities. In 2012, the FTE's were reduced through reduction of work hours for the ASAI position.

ADMINISTRATION DEPARTMENT EXPENDITURE DETAIL
THREE YEAR COMPARISON

001.13			Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
518	900	**ADMINISTRATION**			
		Salaries and Wages	$ 260,367	$ 268,280	$ 236,806
		Personnel Benefits	103,508	117,380	104,775
		Supplies	204	1,600	1,300
		Other Services and Charges		5,400	5,200
		(phones, registrations, subscriptions)	5,774		
		TOTAL ADMINISTRATION	$ 369,854	$ 392,660	$ 348,081
		% Increase (Decrease) Prior Year		6.17%	-11.35%

	ADMINISTRATION PERSONNEL SCHEDULE	Actual Approp 2012	Estimated Required 2013
	Community Development Director (.4 FTE)	$ 43,971	$ 43,973
	Administrative Assistant	56,588	56,592
	Executive Assistant to the City Administrator (.4 FTE)	22,635	24,583
	Senior Admin. Support Assistant	54,940	54,936
	Admin. Support Assistant II (2 - 2012, 1- 2013)	90,046	46,020
	Admin. Support Assistant I (0 - 2012, .475 - 2013)		10,602
	Overtime	100	100
	Total Engineering	$ 268,280	$ 236,806
	% Increase (Decrease) Prior Year		-11.73%

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 2013

1. Responsibly manage a variety of funded capital projects.
2. Review plans, inspect, and monitor residential and commercial developments.
3. 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.

2013 BUDGETARY CONSTRAINTS

Eight FTE's are proposed under this budget. Staffing levels remain the same levels as the past two years and reduced from 2004 - 2009 levels. With multiple funded capital projects, the Engineering Department is witnessing symptoms associated with an increased workload in the specific area of capital projects. Concern exists for workload stresses particularly in the area of project management and stormwater management. These stresses may manifest themselves in 2013 through decreased efficiency and effectiveness and employee burnout.

ENGINEERING DEPARTMENT EXPENDITURE DETAIL
THREE YEAR COMPARISON

001.13			Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
518	**910**	**ENGINEERING PLANS AND SERVICES**			
		Salaries and Wages	$ 503,541	$ 595,243	$ 583,140
		Personnel Benefits	206,757	252,090	245,350
		Supplies	4,416	4,500	3,500
		Other Services and Charges			
		Professional Services	1,818	18,000	15,000
		Cell phones, travel, registrations, insurance, etc.	26,050	21,450	23,050
		Intergovernmental Services	8,599	10,000	11,000
		Interfund Payments for Services	8,844	12,728	10,700
	400	**TRAINING**			
		Other Services and Charges (travel, registrations)	1,281	2,000	-
		TOTAL ENGINEERING	$ 761,305	$ 916,011	$ 891,740
		% Increase (Decrease) Prior Year		20.32%	-2.65%

ENGINEERING PERSONNEL SCHEDULE	Actual Approp 2012	Estimated Required 2013
Engineering Manager	$ 98,475	$ 98,472
Project Manager	85,604	85,608
Engineer III (2)	156,712	156,720
Engineer I	65,142	50,640
Senior Engineering Technician	65,618	65,616
Engineering Technician (2)	122,492	123,084
Overtime	1,200	3,000
Total Engineering	$ 595,243	$ 583,140
% Increase (Decrease) Prior Year		-2.03%

COMMUNITY DEVELOPMENT DEPARTMENT
Planning

MISSION STATEMENT

The Community Development Department includes current and long-range planning, environmental review, 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 2013

The following are the major goals for year 2013:

1. Administer and process land use and development and environmental applications.
2. Continue efforts to update long range planning documents including the North Dwyer Creek Master Plan and City of Camas Comprehensive Plan.

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.

2013 BUDGETARY CONSTRAINTS

The Planning Department will continue with a reduced workforce in 2013 and the Planning Department counter will continue to be closed on Fridays.

PLANNING
EXPENDITURE DETAIL
THREE YEAR COMPARISON

001.15	Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
558 400 TRAINING			
Other Services and Charges	$ 135	$ 2,400	$ -
600 PLANNING			
Salaries and Wages	220,499	230,103	234,911
Personnel Benefits	82,770	94,111	94,213
Supplies	1,466	1,900	1,900
Other Services and Charges:			
Communications, travel, repairs, advertising	3,588	4,075	6,600
Hearings Examiner	-	3,500	3,500
Environmental Review Services	-	3,500	3,500
Shoreline Management Plan	9,386	10,000	
Other Professional Services	11,715	2,000	5,500
Dues, fees, registrations, subscriptions	1,011	1,200	1,250
Insurance	7,640	7,000	6,500
600 ECONOMIC DEVELOPMENT			
Other Services and Charges			
Camas Downtown Association	-	15,000	15,000
C-W Economic Development Association	15,285	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
TOTAL PLANNING AND COMMUNITY DEVELOPMENT	$ 384,144	$ 456,289	$ 454,374
% Increase (Decrease) Prior Year		18.78%	-0.42%

PLANNING PERSONNEL SCHEDULE	Actual Approp 2012	Estimated Required 2013
Community Development Director (.5 FTE)	$ 54,964	$ 54,966
Senior Planner (0 - 2012, 1 - 2013)	-	76,056
Planner II (1 - 2012, 0 - 2013)	71,702	-
Planner I (.8 FTE)	52,236	52,493
Permit Technician	50,401	50,396
Overtime	800	1,000
Total Planning	$ 230,103	$ 234,911
% Increase (Decrease) Prior Year		2.09%

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 2013

The following are major goals for 2013:

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.

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.

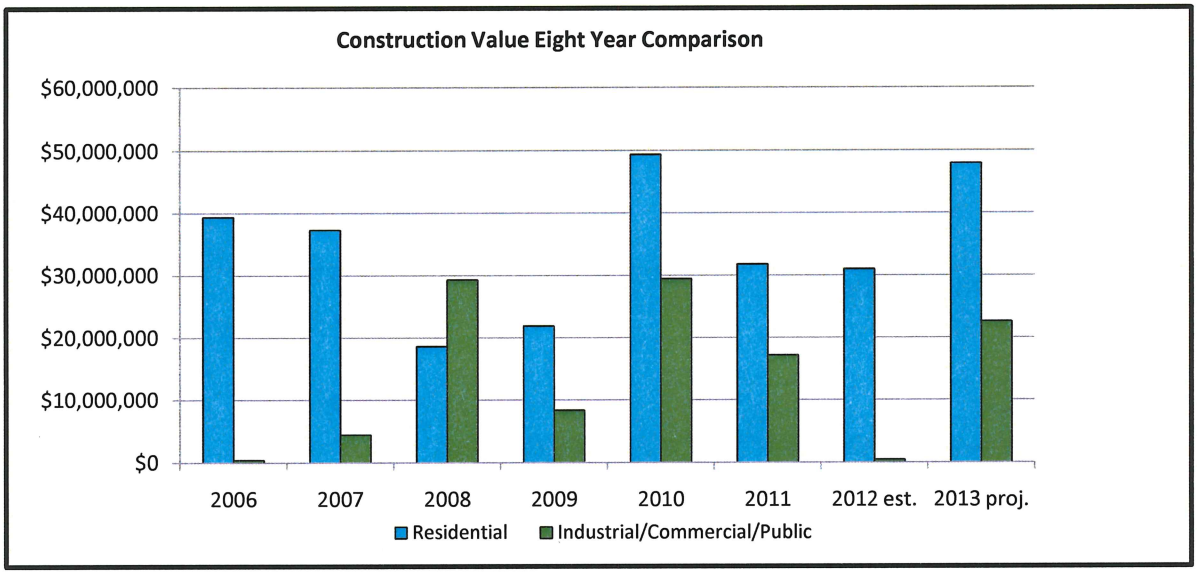
The building department collects water and sewer development charges and all impact fees. Computation of fire impact fees is made.

2013 BUDGETARY CONSTRAINTS

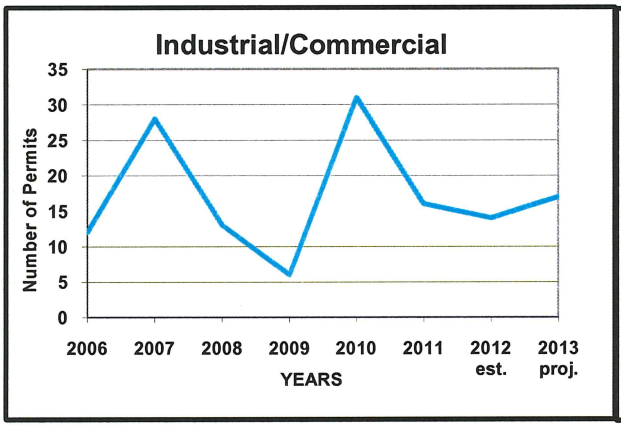
The level of service is anticipated to remain at acceptable levels. While the population and housing count within the City has increased by more than 60% since the late 1990's, the 2013 Protective Inspection Budget has been reduced by 2 FTE's since 2008 and reflects staffing levels equivalent to those of the late 1990's.

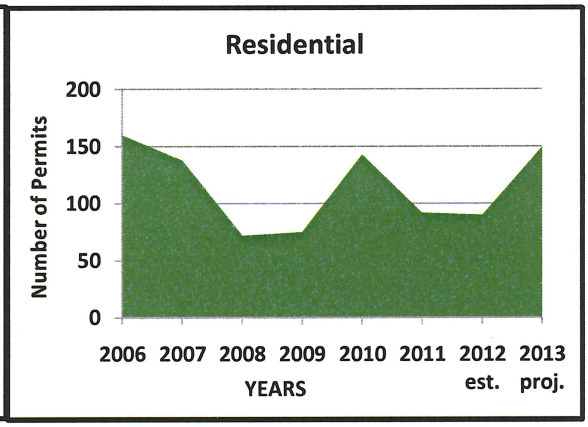
The current ratio of FTE's to population has placed the City in a position of potentially seeing its (ISO Rating) Washington State Rating Bureau/Insurance Service Office rating being downgraded from a 2 to a 3. The impact of a downgrade would be reflected in higher homeowner insurance rates. For 2013, 1% of the department budget is appropriated to public outreach and education as one of several measures being implemented to avoid a downgrade.

With reduced staff, it is anticipated some delays in responding to the public may occur.



YEARS	CONSTRUCTION VALUE Industrial/ Commercial/ Public	Residential	PERMITS ISSUED Industrial/ Commercial/ Public	Residential
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	17,208,215	31,763,025	16	92
2012 est.	500,000	31,000,000	14	90
2013 proj.	22,600,000	48,000,000	17	150





PROTECTIVE INSPECTION EXPENDITURE DETAIL
THREE YEAR COMPARISON

001.22.524	Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
200 INSPECTIONS, PERMITS			
Salaries and Wages	$ 256,711	$ 267,697	$ 273,916
Personnel Benefits	103,274	116,420	122,479
Supplies	2,486	3,150	3,850
Other Services and Charges (Professional Services)	161	-	-
Outside plans review/examination	-	1,500	1,500
Hearings and Appeals	-	-	-
Software Support and Maintenance	-	-	-
Phones, pagers, etc. ($1,400)	2,574	2,650	1,400
Travel ($800)	-	-	800
Codes books, dues ($5,700)	630	1,560	5,700
Insurance (liability)	6,245	5,500	5,300
Interfund Payments for Services	7,028	4,500	-
400 TRAINING			
Other Services and Charges (travel, registrations)	460	400	-
TOTAL PROTECTIVE INSPECTIONS	$ 379,570	$ 403,377	$ 414,945
% Increase (Decrease) Prior Year		6.27%	2.87%

PROTECTIVE INSPECTIONS PERSONNEL SCHEDULE	Actual Approp 2012	Estimated Required 2013
Community Development Director (.1 FTE)	$ 10,994	$ 10,993
Building Official	81,717	84,176
Plans Examiner	58,002	59,754
Building Inspector I	59,896	59,901
Senior Permit Technician	56,588	56,592
Overtime	500	2,500
Total Administration	$ 267,697	$ 273,916
% Increase (Decrease) Prior Year		2.32%

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			Actual Revenue 2011	Adjusted Estimated 2012	Estimated Revenue 2013
291	740	**Beginning Appropriated Fund Balance**	$ -	$ -	$ -
		Intergovernmental Revenue:			
313	300	Hotel Motel Tax	5,328	5,000	5,000
		Miscellaneous Revenue:			
361	110	Investment Interest	6	-	-
		Total Miscellaneous Revenue	6	-	-
		Total Estimated Revenues	$ 5,334	$ 5,000	$ 5,000

HOTEL MOTEL LODGING TAX

EXPENDITURE DETAIL
TWO YEAR COMPARISON

120.00			Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
		Operations and Maintenance			
557	300	Supplies	$ -	$ -	$ -
		Other Services and Charges	1,700	5,000	5,000
		Total Operations and Maintenance	1,700	5,000	5,000
		Total Hotel Motel Lodging Tax	$ 1,700	$ 5,000	$ 5,000
		% Increase (Decrease) Prior Year		66.00%	0.00%

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-of-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 $105,000 is in the Water-Sewer Fund.

REVENUE DETAIL

313.00		Actual Approp 2012	Estimated Required 2013
291 740	**Beginning Appropriated Fund Balance**	$ -	$ -
	Intergovernmental Revenue:		
333	Federal Indirect Grant - FWHA	$ 1,450,000	$ -
333	Federal Indirect Grant - STP	350,000	1,450,000
334	State Grant - TIB	-	1,750,000
	Total Intergovernmental Revenue	1,800,000	2,700,000
	Other Financing Sources		
391	Intergovernmental Loan Proceeds - PWTF	2,600,000	2,160,000
	Total Other Financing Sources	2,600,000	2,600,000
	Total Estimated Resources	$ 4,400,000	$ 5,300,000

EXPENDITURE DETAIL

313.00		Actual Estimated 2012	Estimated Required 2013
	Capital Outlays		
595 300	Construction	$ 4,400,000	$ 5,300,000
	Total NW 38th Ave Construction Fund	$ 4,400,000	$ 5,300,000

CAPITAL OUTLAY DETAIL:

313-00-595-300	* NW 38th Ave/SE 20th Street Phase 1	$ 3,600,000
313-20-595-300	* NW 38th Ave/SE 20th Street Phase 2	1,700,000
	Total NW 38th Ave/SE 20th Street Projects	$ 5,300,000

Friberg Street Construction Fund

FUNCTION

The proposed improvement widens both NW Friberg Street and NE Goodwin Road and includes a 3-lane, 46' wide curb to curb paved street, two bike lanes, two travel lanes with a center turn lane with curbs and sidewalks on both sides, street lights, and intersection and traffic signals improvements to the Friberg Street and Goodwin Road intersection. The improvements will also include sanitary sewer improvements, storm drainage collection, conveyance, and runoff quality/quantity control facilities. $380,000 for an updated sewer extension line is budgeted in the water-sewer fund.

REVENUE DETAIL

314.00		Actual Estimated 2012	Estimated Required 2013
	Intergovernmental Revenue:		
333 205-00	Federal Indirect Grant - Transportation Improvement	$ 450,000	$ -
333 042-00	State Grant - Dept. of Commerce	70,000	2,955,000
	Total Intergovernmental Revenue	520,000	2,955,000
	Total Estimated Resources	$ 520,000	$ 2,955,000

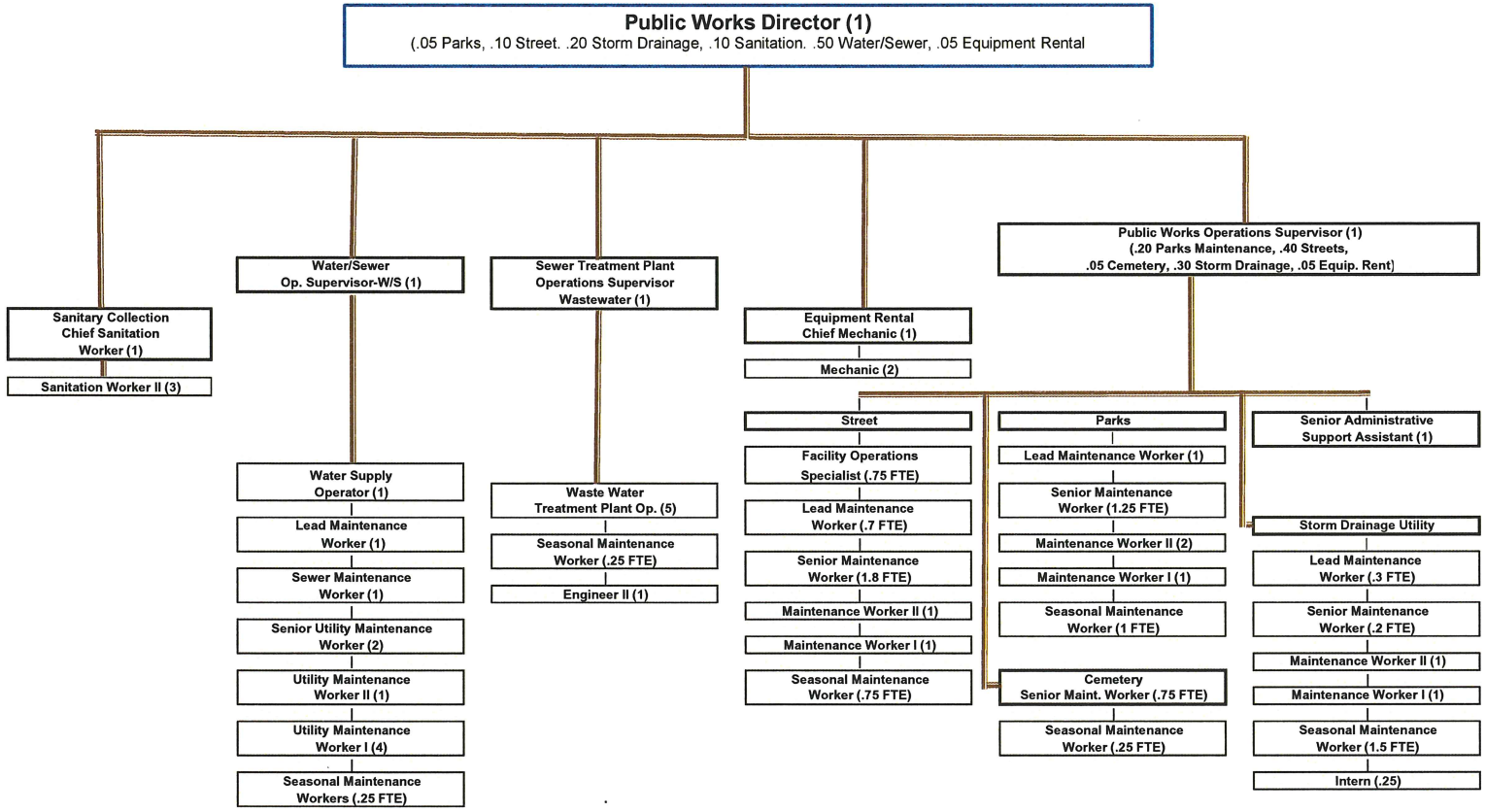
EXPENDITURE DETAIL

314.00		Actual Approp 2012	Estimated Required 2013
	Capital Outlays		
595 300	Construction	$ 520,000	$ 2,955,000
	Total Friberg Street Construction Fund	$ 520,000	$ 2,955,000

CAPITAL OUTLAY DETAIL:

314-00-594-760	Friberg Street Construction	$ 2,955,000

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 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 2011	Actual Approp 2012	Estimated Required 2013
518	300	**PROPERTY MANAGEMENT SERVICES**			
		Salaries and Wages	$ 23,249	$ 17,380	$ 17,381
		Personnel Benefits	8,612	6,991	7,139
		Supplies	5,961	14,800	11,000
		Other Services and Charges	89,810	105,405	107,780
594	180	**CAPITAL OUTLAY**			
		Other Improvements	-	-	-
		TOTAL CENTRAL SERVICES	$ 127,632	$ 144,576	$ 143,300
		% Increase (Decrease) Prior Year		13.28%	-0.88%

CENTRAL SERVICES PERSONNEL SCHEDULE	Actual Approp 2012	Estimated Required 2013
Facility Operations Specialist (.25 FTE)	$ 16,880	$ 16,881
Overtime	500	500
Total Central Services	$ 17,380	$ 17,381
% Increase (Decrease) Prior Year		0.01%

OTHER SERVICES AND CHARGES DETAIL:	
Professional Services (janitorial for City Hall, fire system monitor, alarm maintenance, mat/linen service)	$ 24,000
Communication (telephone, Portland line)	1,280
Insurance (property insurance for City Hall)	8,500
Public Utility (electric, gas, water, sewer, garbage)	38,500
Repairs and Maintenance (HVAC, generator, garage doors, roof repair, fire extinguisher maint., lighting, unscheduled maintenance/repair, heat pump replacement, ceiling tiles and window coverings)	35,000
Miscellaneous	500
Total other services and charges	$ 107,780

CITY STREET DEPARTMENT

MISSION STATEMENT

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

DEPARTMENT GOALS FOR 2013

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 2011	Adjusted Estimated 2012	Estimated Revenue 2013
291	**740**	**Beginning Appropriated Fund Balance**	$ -	$ 50,000	$ -
		Intergovernmental Revenue:			
333	**140**	Community Dev. Block Grant	11,295	160,000	-
334	**036**	State Grants - Urban Vitality (PWTF)	2,143	-	-
334	**039**	State Grants - Dept. of Comm. (PWTF)	8,810		
336	**000**	Motor Vehicle Fuel Tax-City Street	398,767	400,000	413,213
339	**280**	Federal Indirect Grant - ARRA (Street Lighting	67,573	-	-
		Total Intergovernmental Revenue	488,588	560,000	413,213
		Charges for Goods and Services:			
344	**900**	Street Vacation Fees	-	5,000	-
344	**910**	Charges for Services	2,392	-	-
		Total Charges for Goods and Service	2,392	5,000	-
		Miscellaneous Revenues:			
361	**110**	Interest	316	200	200
363	**000**	Recoveries	60,184	-	-
367	**110**	Contributions	20,000	-	-
369	**100**	Sale of Junk or Salvage	1,964	-	-
369	**900**	Miscellaneous	657	500	-
379	**101**	Contributed Capital - Dwyer Creek Mitigation	883		
388	**800**	Prior Years Correction	(482,342)	-	-
		Total Charges for Goods and Service	(398,337)	700	200
		Total Estimated Revenues	92,644	615,700	413,413
		Other Financing Sources:			
391	**800**	Intergovernmental Loan Proceeds (PWTF)	-	-	1,750,000
397	**000**	Operating Transfers In	1,410,062	1,361,039	1,450,546
		Total Other Financing Sources	1,410,062	1,361,039	3,200,546
		Total Estimated Resources	$ 1,502,705	$ 1,976,739	$ 3,613,959

CITY STREET DEPARTMENT EXPENDITURE DETAIL
THREE YEAR COMPARISON

112.00			Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
		Roadway Preservation			
541	**300**	Roadway	$ 120,306	$ 57,261	$ 71,782
		Road and Street Maintenance			
542	**300**	Roadway	367,101	236,441	263,979
	500	Structures	1,952	10,000	3,500
	610	Sidewalks	37,949	22,977	21,642
	620	Special Purpose Paths	680	-	-
	630	Street Lighting	262,374	259,929	247,276
	640	Traffic Control Devices	76,003	104,895	87,179
	660	Snow and Ice Control	50,857	65,360	65,992
	670	Street Cleaning	2,314	-	-
	700	Roadside	61,522	48,207	46,235
	710	Downtown Mall Maintenance	21,704	31,955	27,378
	800	Ancillary Operations	18,682	26,180	26,978
	900	Maintenance Administration	94,499	342,613	259,668
		Road and Street General Administration			
543	**300**	General Services	321,764	306,921	285,000
	600	Training	2,123	4,000	-
		Road and Street Facilities			
544	**200**	Maintenance of Stations and Bldgs	76,657	-	107,350
		Total Preservation and Maint.	1,516,488	1,516,739	1,513,959
		Road and Street Construction			
595	**300**	Roadway	317,210	300,000	350,000
	430	Construction Projects			1,750,000
	610	Sidewalks	40,402	160,000	-
	630	Street Lighting	76,534	-	-
	640	Traffic Control	13,143		
		Total Construction/Equipment	447,289	460,000	2,100,000
		Transfers			
597	**000**	Operating Transfer Out	-	-	-
		Total City Street Fund	$ 1,963,777	$ 1,976,739	$ 3,613,959
		% Increase (Decrease) over prior year		0.66%	82.82%

PERSONNEL SCHEDULE	Actual Approp 2012	Estimated Required 2013
Transportation/Road & Street Construction		
Public Works Director (.10 FTE)	$ 10,969	$ 11,103
Public Works Operations Supervisor (.40 FTE)	31,190	32,128
Facility Operations Specialist (.75 FTE)	50,640	50,643
Lead Maintenance Worker (.70 FTE)	48,681	48,678
Senior Maintenance Worker (1.8 FTE)	114,556	114,566
Maintenance Worker II (1 FTE)	58,248	58,248
Maintenance Worker I (1 FTE)	51,615	53,163
Seasonal Maintenance Workers (1 - 3 months and 1 - 6 months)	18,000	18,000
Overtime	8,500	8,500
Total Transportation/Road and Street Const.	$ 392,399	$ 395,029
% Increase (Decrease) over prior year		0.67%

CAPITAL OUTLAY DETAIL:

		Roadway Construction Projects	
112-76-595-300-65	*	Roadway preservation	$ 350,000
112-77-595-430-65	*	NW 6th Street improvements	1,750,000
		Total City Street Projects	$ 2,100,000

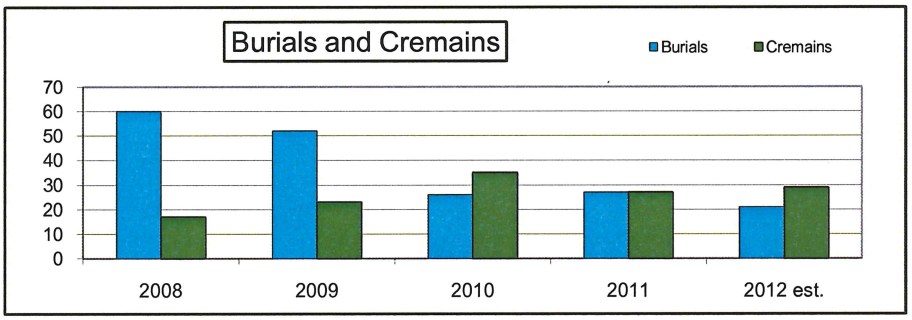
CEMETERY FUND

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 internments, and assist visitors.



REVENUE DETAIL
THREE YEAR COMPARISON

125.00			Actual Revenue 2011	Adjusted Estimated 2012	Estimated Revenue 2013
291	740	**Beginning Appropriated Fund Balance**	$ -	$ -	$ -
		Charges for Goods and Services			
341	750	Sale of Merchandise	195	10,000	1,000
343	600	Cemetery Lot Sales	21,720	23,000	40,000
343	610	Cemetery Services	12,080	11,000	18,000
343	620	Endowment Fund	975	5,000	6,000
343	610-01	Liners/Headstone installations	-	-	-
		Total Intergovernmental Revenue	34,970	49,000	65,000
		Miscellaneous Revenue:			
361	110	Investment Interest	849	100	500
367	110	Contributions	1,150	50	50
369	900	Miscellaneous	-	1,000	500
		Total Miscellaneous Revenue	1,999	1,150	1,050
		Other Financing Sources:			
397	000	Transfers - from General Fund	114,967	113,194	73,901
		Total Other Financing Sources	114,967	138,194	73,901
		Total Estimated Revenues	$ 151,936	$ 188,344	$ 139,951

CEMETERY FUND EXPENDITURE DETAIL

EXPENDITURE DETAIL
THREE YEAR COMPARISON

125.00		Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
	Operations and Maintenance			
536 500	Salaries and Wages	$ 53,862	$ 64,630	$ 58,752
	Personnel Benefits	26,339	27,984	27,449
	Supplies	1,909	10,000	5,500
	Other Services and Charges (professional services $2,000, phones $2,000, rentals $250, insurance $150, utilities $4,200, miscellaneous $500)	24,420	19,430	9,100
	Interfund payments for service	40,651	41,300	39,150
	Total Operations and Maintenance	147,182	163,344	139,951
	Capital			
594 360	Machinery and Equipment	-	15,000	-
	Other Improvements		10,000	-
	Total Capital	-	25,000	-
	Total Cemetery	$ 147,182	$ 188,344	$ 139,951
	% Increase (Decrease) Prior Year			-25.69%

CEMETERY PERSONNEL SCHEDULE	Actual Approp 2012	Estimated Required 2013
Public Works Operations Supervisor (.05 FTE)	$ 3,899	$ 4,016
Senior Maintenance Worker 1 (.75 FTE)	47,731	47,736
Overtime	1,000	1,000
Seasonal Maint. Wkr. (.50 FTE - 2012, .25 FTE - 2013)	12,000	6,000
Total Cemetery	$ 64,630	$ 58,752
% Increase (Decrease) Prior Year		-9.09%

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 2013

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. Rate study.
5. Prepare for new NPDES Permit implementation.

ACTIVITES 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 2011	Actual Estimated 2012	Estimated Revenue 2013
291	740	**Beginning Appropriated Fund Balance**	$ -	$ -	$ -
		Intergovernmental Revenues:			
334	030	State Grant - Dept. of Ecology	89,759	20,000	150,375
		Total Intergovernmental Revenues	89,759	20,000	150,375
		Charges for Goods and Services:			
343	100	Storm Drainage Revenues - O & M	872,285	963,214	887,520
		Total Charges for Goods and Services	872,285	963,214	887,520
		Miscellaneous Revenues:			
361	110	Investment Interest	1,111	2,000	2,000
		Total Miscellaneous Revenues	1,111	2,000	2,000
		Other Income:			
379	001	Contributed Capital - Infrastructure	-	-	-
		Total Other Income	-	-	-
		Total Estimated Revenues	963,155	985,214	1,039,895
		Total Estimated Resources	$ 963,155	$ 985,214	$ 1,039,895

STORM WATER DRAINAGE UTILITY EXPENDITURE DETAIL
THREE YEAR COMPARISON

419.00.553		Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
500	**Operations and Maintenance**			
	Salaries and Wages	$ 120,675	$ 105,780	$ 101,340
	Personnel Benefits	37,898	28,333	37,818
	Supplies	6,511	4,000	12,000
	Other Services and Charges	135,245	68,400	38,950
	Intergovernmental Services and Taxes	15,701	20,000	39,000
	Interfund Payments for Services	60,333	17,742	43,550
	Total Operations and Maintenance	376,362	244,255	272,658
531 515	**Street Cleaning**			
	Salaries and Wages	55,862	55,010	57,056
	Personnel Benefits	25,462	19,003	19,941
	Supplies	2,499	1,000	1,000
	Other Services and Charges (debris disposal)	-	6,500	4,500
	Interfund Payments for Services	61,920	63,150	63,150
	Total Street Cleaning	145,743	144,663	145,647
531 516	**Administration**			
	Salaries and Wages	47,881	65,976	66,944
	Personnel Benefits	14,592	22,796	24,146
	Other Services and Charges (GIS mapping service $15,000, misc $2,500)	96	11,000	17,500
	Interfund Payments for Services	203,024	235,524	242,500
	Total Street Cleaning	265,592	335,296	351,090
	Capital			
594 530	Capital Outlays - Non-Fisher Basin	17,904	100,000	200,500
594 531	Capital Outlays - Fisher Basin	45,876	161,000	70,000
	Total Capital	63,780	261,000	270,500
	Total Storm Water Drainage Utility Fund	$ 851,477	$ 985,214	$ 1,039,895
	% Increase (Decrease) Prior Year		15.71%	5.55%

STORM WATER DRAINAGE UTILITY EXPENDITURE DETAIL

419.00.538	Actual Approp 2012	Estimated Required 2013
OTHER SERVICES AND CHARGES DETAIL:		
Operating Rentals	$ 3,000	$ 5,000
Repairs and Maintenance		
TV inspection, cleaning, & repair of mains and culverts	35,000	10,000
Stencil program	5,000	-
Ditch and pond cleaning	10,000	10,000
Insurance	7,400	4,550
Utilities	-	400
Repairs and Maintenance		
Miscellaneous: NPDES Permit Fee	-	-
General Miscellaneous	8,000	9,000
Total Other Services and Charges:	$ 68,400	$ 38,950
STORM DRAINAGE UTILITY CAPITAL DETAIL:		
Non-Fisher Basin		
Vactor waste facility retrofit		$ 200,500
Fisher Basin		
Wetland mitigation		70,000
Total Storm Drainage Utility Capital		$ 270,500

STORM WATER DRAINAGE PERSONNEL SCHEDULE	Actual Approp 2012	Estimated Required 2013
Public Works Director (.20 FTE)	$ 21,720	$ 21,986
Public Works Operations Supervisor (.30 FTE)	23,392	24,096
Lead Maintenance Worker (.3 FTE)	20,863	20,862
Senior Maintenance Worker (.2 FTE)	12,728	12,730
Maintenance Worker II (1 FTE)	56,553	56,556
Maintenance Worker I (1 FTE)	54,510	46,110
Overtime	1,000	1,000
Engineering Intern (2 @ .125 FTE)	-	6,000
Seasonal Maint. Worker (1.5 FTE)	36,000	36,000
Total Storm Water Drainage	$ 226,766	$ 225,340
% Increase (Decrease) Prior Year		-0.63%

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 2013

1. Modify routes as needed to reduce overtime.
2. Begin Lacamas Heights area responsibility starting January 1, 2013.
3. Rate Study

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 2011	Adjusted Estimated 2012	Estimated Revenue 2013
291	**740**	**Beginning Appropriated Fund Balance**	$ -	$ 2,210	$ -
343		**Charges for Goods and Services:**			
		Garbage/Solid Waste Fees	1,906,515	1,945,400	1,941,835
		Total Charges for Goods and Services	1,906,515	1,945,400	1,941,835
		Miscellaneous Revenues:			
361	**110**	Interest Earnings	1,100	1,300	1,200
362	**900**	Other Rents & Use Charges	-	-	-
		Total Miscellaneous Revenues	1,100	1,300	1,200
		Total Estimated Revenues	1,907,615	1,946,700	1,943,035
		Total Estimated Resources	$ 1,907,615	$ 1,948,910	$ 1,943,035

CITY SANITARY EXPENSE DETAIL
THREE YEAR COMPARISON

422.00.537	Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
800 & 900 GARBAGE AND SOLID WASTE UTILITY			
Salaries and Wages	$ 269,548	$ 268,128	$ 268,261
Personnel Benefits	144,066	139,277	143,824
Supplies	43,045	52,000	50,000
Other Services and Charges			
Insurance, repairs, communication, bill processing, software maintenance	35,728	27,150	38,950
Recycling Contractor	273,665	328,190	304,980
Disposal Fees	521,989	538,005	548,000
Intergovernmental Services and Taxes	90,320	92,000	93,000
Interfund Payments for Services	477,288	504,160	496,020
TOTAL GARBAGE AND SOLID WASTE UTILITY	$ 1,855,649	$ 1,948,910	$ 1,943,035
% Increase (Decrease) Prior Year		5.03%	-0.30%

CITY SANITARY PERSONNEL SCHEDULE	Actual Approp 2011	Estimated Required 2012
REFUSE COLLECTION		
Public Works Director (.10 FTE)	$ 10,860	$ 10,993
Chief Sanitation Worker	67,521	67,524
Sanitation Worker II (3)	174,747	174,744
Overtime	15,000	15,000
Total Garbage and Solid Waste Utility	$ 268,128	$ 268,261
% Increase (Decrease) Prior Year		0.05%

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 2013

1. Provide safe and reliable water service to our customers for domestic, commercial, industrial, and fire protection uses.
2. Implement 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. Construction of wastewater treatment plant phase 2B.
5. Continue with upgrading of wastewater pumping stations.
6. Rate study.
7. Start design of new 2.0 mgd reservoir.
8. Start design of step sewer bypass transmission main.

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 2011	Adjusted Estimated 2012	Estimated Revenue 2013
291	**740**	**Beginning Appropriated Fund Balance**	$ -	$ -	$ 244,555
343		**Charges for Goods and Services:**			
		Water-Sewer	$ 8,775,373	$ 8,134,886	$ 8,765,300
346	**500**	Inspection Fees - Step System	9,750	80,000	8,000
		Total Charges for Goods and Services	8,785,123	8,214,886	8,773,300
		Miscellaneous Revenues:			
361	**110**	Investment Interest	3,731	5,000	18,000
		Other Miscellaneous Revenue	121,680	116,000	113,000
		Total Miscellaneous Revenues	125,411	121,000	131,000
		Total Estimated Revenues	8,910,534	8,335,886	8,904,300
		Non Revenues:			
334	**031**	State Grant - Dept. of Ecology	-	-	-
343	**450**	Water Hook-up Fees	44,911	-	-
343	**550**	Sewer Hook-up Fees	-	-	-
379	**000**	Contributed Capital	688,556	-	-
382	**800**	Intergovernmental Loan Proceeds	56,595	-	-
388	**100**	Contributed Capital - Local Sources		250,000	-
397	**000**	Transfers in	-	-	485,000
388	**800**	Prior Years Correction	-		
398	**900**	Long-term Debt Proceeds	-	-	3,500,000
		Total Estimated Non-Revenues	790,062	250,000	3,985,000
		Total Estimated Resources	$ 9,700,596	$ 8,585,886	$ 13,133,855

WATER-SEWER EXPENSE DETAIL
THREE YEAR COMPARISON

424.00		Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
534, 535, and 538	**WATER-SEWER**			
	Salaries and Wages	$ 1,271,509	$ 1,251,793	$ 1,250,605
	Personnel Benefits	535,163	561,786	556,709
	Supplies	838,588	853,000	880,000
	Other Services and Charges	1,442,286	1,311,850	1,383,050
	Intergovernmental Services and Taxes	319,321	290,000	322,000
591 and 592	Debt Service	2,564,891	2,540,227	2,965,191
594 340/350	Capital Outlays	520,008	1,030,000	5,051,100
534/535/538	Interfund Payments for Services	689,833	747,230	725,200
	Total Water-Sewer Fund	8,181,598	8,585,886	13,133,855
	Other Expenses:			
588 800	Prior Years Correction	212,354	-	-
	Total Estimated Other Expenses:	212,354	-	-
	TOTAL WATER-SEWER FUND	$ 8,393,952	$ 8,585,886	$ 13,133,855
	% Increase (Decrease) Prior Year		2.29%	52.97%

OTHER SERVICES AND CHARGES DETAIL:

Professional Services (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,	$ 332,000	$ 296,000
Communication (telephone, pagers, cell phones)	20,800	20,800
Travel	1,500	1,500
Operating rentals and leases (well site, equipment)	11,750	11,750
Insurance (property and liability)	123,000	123,200
Public Utility (electric, gas)	512,800	547,800
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)	248,500	320,500
Registrations for classes, water/sewer permits	61,500	61,500
Total other services and charges	$ 1,311,850	$ 1,383,050

WATER-SEWER PERSONNEL SCHEDULE	Actual Approp 2012	Estimated Required 2013
Public Works Director (.5 FTE)	$ 54,300	$ 54,966
Operations Supervisor - Water/Sewer	80,016	80,016
Water Supply Operator	69,545	69,541
Lead Maintenance Worker	69,544	69,540
Sewer Maintenance Worker	66,220	63,648
Senior Utility Maintenance Worker (2)	124,994	125,031
Operations Supervisor - Wastewater	78,078	78,072
Waste Water Treatment Operator (5)	329,064	321,273
Engineer I	65,618	-
Engineer II	-	68,574
Utility Maintenance Worker II (1 FTE)	58,248	58,248
Utility Maintenance Worker I (4 FTE)	204,166	209,696
Seasonal Maint. Worker (3 @ 3 mos .75 FTE - 2010, 2 @ 3 mos .50 FTE - 2011)	12,000	12,000
Overtime	40,000	40,000
Total Water-Sewer Utility	$ 1,251,793	$ 1,250,605
% Increase (Decrease) Prior Year		-0.09%

WATER-SEWER CAPITAL OUTLAY DETAIL:

Construction Projects:		
* Jones/Boulder Creek waterline		$ 3,000,000
* Hills at Round Lake upsize agreement		100,000
* New 2 MGD water reservoir design		300,000
* Crown Road water line		656,100
* STEP bypass pre-engineering & right of way		200,000
* Sewer Pump Station rehabilitation		250,000
* NW 38th St. Water/Sewer improvements		105,000
* NW Friberg Road - Sewer extension		380,000
* Forklift		10,000
* Centrifuge control panel & software		50,000
Total		$ 5,051,100

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
2013	$ 395,000	$ 65,293	$ 460,293	
2014	415,000	47,971	462,971	
2015	430,000	29,485	459,485	**2016**
	-			

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

	Principal	Interest	Total	Last Year of Payment
2013	$ 46,809	$ 11,952	$ 58,761	
2014	49,547	9,214	58,761	
2015	52,446	6,315	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
2013	$ 74,044	$ 14,670	$ 88,714	
2014	77,262	11,452	88,714	
2015	80,620	8,094	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
2013	$ 479,176	$ 177,082	$ 656,258	
2014	499,024	157,234	656,258	
2015	519,693	136,565	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
2013	$ 169,092	$ 11,836	$ 180,928	
2014	169,092	10,146	179,238	
2015	169,092	8,455	177,547	**2019**

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

	Principal	Interest	Total	Last Year of Payment
2013	$ 45,139	$ 3,385	$ 48,524	
2014	45,139	3,160	48,299	
2015	45,139	2,934	48,073	**2027**

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
2013	$ 230,000	$ 205,210	$ 435,210	
2014	240,000	193,710	433,710	
2015	255,000	181,710	436,710	**2026**

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

	Principal	Interest	Total	Last Year of Payment
2013	$ 14,537	$ 73	$ 14,610	**2013**

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

	Principal	Interest	Total	Last Year of Payment
2013	$ 521,930	$ 41,754	$ 563,684	
2014	521,930	39,145	561,075	
2015	521,930	36,535	558,465	**2028**

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

	Principal	Interest	Total	Last Year of Payment
2013	$ 60,985	$ 12,197	$ 73,182	
2014	60,985	11,587	72,572	
2015	60,985	10,977	71,962	**2032**

State Revolving Fund (SRF) Water Quality Funding
$5,168,026 loan; interest rate 2.8%

	Principal	Interest	Total	Last Year of Payment
2013	$ 150,474	$ 199,373	$ 349,847	
2014	210,002	139,845	349,847	
2015	215,958	133,889	349,847	**2032**

DWSFR Loan Pressure Zone Surface Water Supply
$7,101,602 loan; interest rate 1%

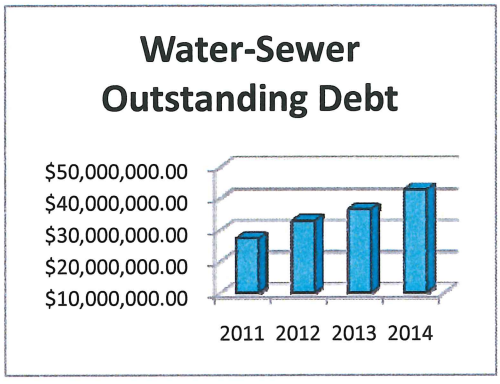
	Principal	Interest	Total	Last Year of Payment
2013	$ -	$ 35,180	$ 35,180	
2014	295,900	71,016	366,916	
2015	295,900	68,057	363,957	**2037**
			-	

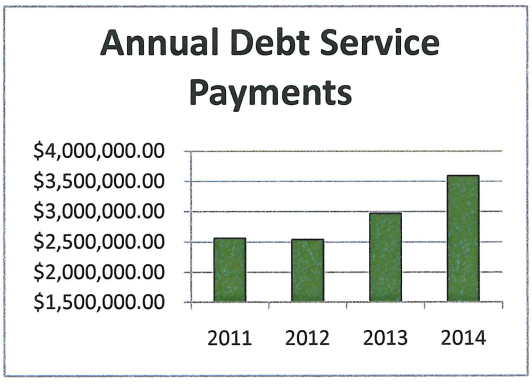
Public Works Trust Fund Loan - 2.0 MG Gregg Reservoir
$2,040,000 loan; interest rate .5%

	Principal	Interest	Total	Last Year of Payment
2013	$ -	$ -	$ -	
2014	102,000	10,200	112,200	
2015	102,000	9,690	111,690	**2032**
			-	

Public Works Trust Fund Loan - Sanitary Sewer Transmission Main
$3,740,000 loan; interest rate .5%

	Principal	Interest	Total	Last Year of Payment
2013	$ -	$ -	$ -	
2014	187,000	18,700	205,700	
2015	187,000	17,765	204,765	**2032**
			-	





WWTP - PWTF Construction Fund

FUNCTION

This fund was established to account for the construction of improvements at the Wastewater Treatment Plant. The 2013 budget is for Phase 2B construction costs.

REVENUE DETAIL
THREE YEAR COMPARISON

425.00			Actual Revenue 2011	Adjusted Estimated 2012	Estimated Revenue 2013
291	740	**Beginning Appropriated Fund Balance**	$ -	$ -	$ -
		Intergovernmental Revenue:			
333	31	Federal Indirect DOE Grant	1,771,650	-	-
		Total Intergovernmental Revenue	1,771,650	-	-
		Miscellaneous Revenue:			
361	110	Investment Interest	3,699	2,369	-
		Total Miscellaneous Revenue	3,699	2,369	-
		Other Financing Sources:			
391	800	Intergovernmental Loan Proceeds	5,349,214	8,126,000	3,000,000
397	000	Transfer In	983	371,631	300,000
		Total Other Financing Sources	5,350,197	8,497,631	3,300,000
		Total Estimated Revenues	$ 7,125,545	$ 8,500,000	$ 3,300,000

EXPENDITURE DETAIL
THREE YEAR COMPARISON

425.00			Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
		Capital Outlays			
594	350	Salaries and Wages	$ 64,554	$ -	$ -
		Personnel Benefits	28,773	-	-
		Construction	5,052,775	3,351,017	3,300,000
		Interfund Operating Rentals	2,881	-	-
		Total WWTP - PWTF Construction	$ 5,148,983	$ 3,351,017	$ 3,300,000

-1.52%

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. For the 2013 budget, funds will be transferred to the wastewater construction project fund.

REVENUE DETAIL
THREE YEAR COMPARISON

432.00			Actual Revenue 2011	Adjusted Estimated 2012	Estimated Revenue 2013
		Miscellaneous Revenues:			
361	**110**	Interest Earnings	$ 662	$ -	$ 435,000
		Total Miscellaneous Revenues	662	-	435,000
		Other Increases in Fund Equity:			
379	**110**	Water Development Fees	398,047	-	200,000
379	**120**	Sewer Development Fees	267,717	-	150,000
		Total Increases in Fund Equity	665,764	-	350,000
		Total Estimated Resources	$ 666,426	$ -	$ 785,000

EXPENSE DETAIL
THREE YEAR COMPARISON

FUND NUMBER 432.00.597			Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
100		**Other Financing Uses:**			
		Operating Transfers Out	$ 983	$ -	$ 785,000
		Total Water-Sewer Capital Reserve	$ 983	$ -	$ 785,000

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 2013

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

2. Replace a number of vehicles and pieces of equipment to maintain a safe and efficient fleet.

3. Work toward reducing the number of fleet vehicles and increase fuel efficiency.

4. Conduct a cost of service analysis.

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 2011	Adjusted Estimated 2012	Estimated Revenue 2013
291 740	**Beginning Appropriated Fund Balance**	$ -	$ 19,976	$ -
	Miscellaneous Revenues:			
339 281	ARRA - Dept. of Energy Grant	-		
348 100	Interfund Equipment/Vehicle Rentals	1,025,879	1,100,000	1,000,000
348 300	Charges for Services	530	500	-
348 400	Interfund Space and Facilities Rentals	225,531	250,000	219,000
361 110	Investment Interest	2,036	3,000	1,500
362 100	Equipment/Vehicle Rentals	-		
363 000	Insurance Premiums/Recoveries	5,930	2,000	-
369 900	Other Miscellaneous Revenues	1,300	3,000	1,500
	Total Miscellaneous Revenues	1,261,206	1,358,500	1,222,000
	Total Estimated Revenues	1,261,206	1,378,476	1,222,000
	Other Financing Sources:			
388 800	Prior Years Correction	-		
395 100	Proceeds From Sales of Assets	51,854		
395 400	Gain/Loss Sale of Assets	(35,300)	-	-
	Total Other Financing Sources	16,554	-	-
	Total Estimated Resources	$ 1,277,761	$ 1,378,476	$ 1,222,000

EXPENSE DETAIL
THREE YEAR COMPARISON

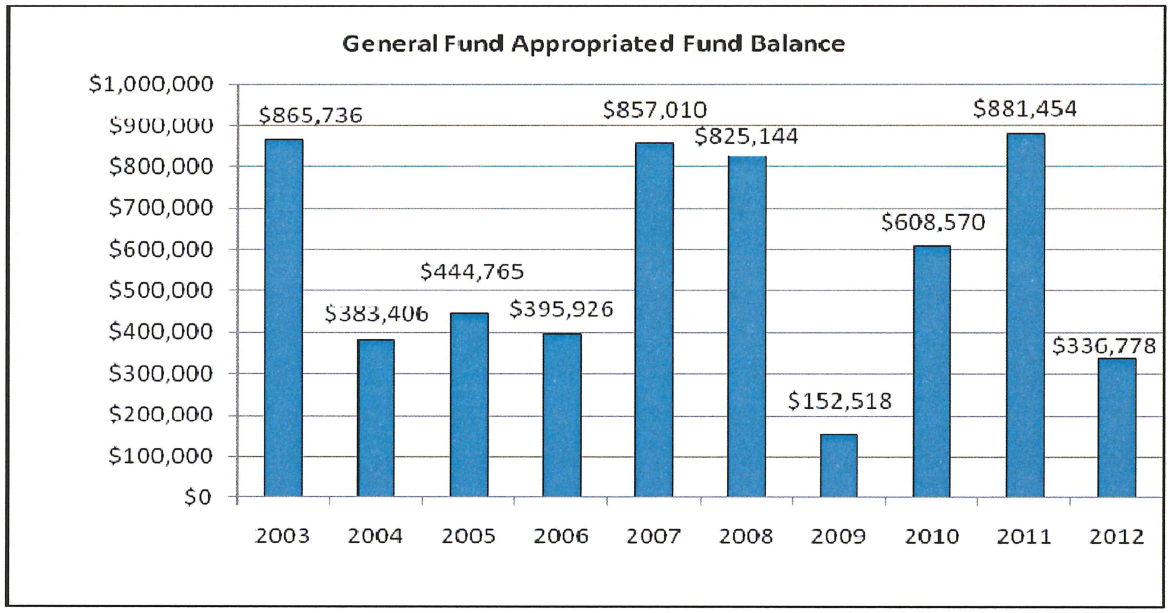
523.00		Actual Expended 2011	Actual Approp 2012	Estimated Required 2013
	Equipment Rental			
548	Salaries and Wages	$ 253,508	$ 269,738	$ 276,296
548	Personnel Benefits	105,760	114,377	120,314
548	Supplies	359,820	339,000	371,000
548	Other Services and Charges	106,987	125,700	133,680
582 and 592	Debt Service	61,024	-	-
594 480	Capital Outlays	295,801	504,000	295,000
548	Interfund Payments for Services	29,994	25,661	25,710
	Total Equipment Rental	$ 1,212,894	$ 1,378,476	$ 1,222,000
	% Increase (Decrease) Prior Year		13.65%	-11.35%

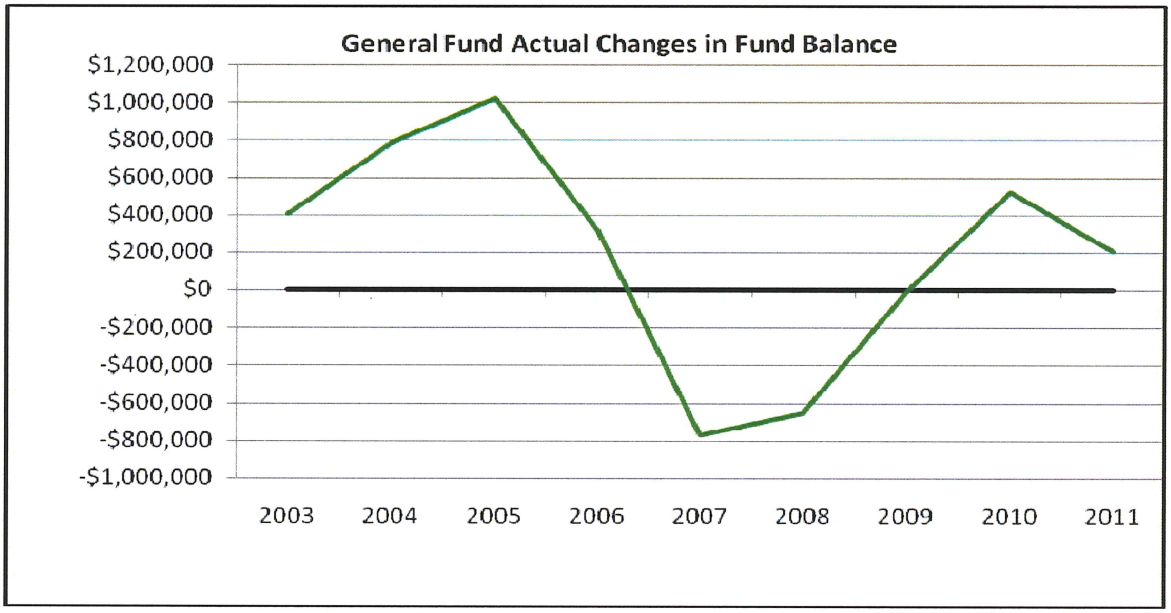
EQUIPMENT RENTAL PERSONNEL SCHEDULE	Actual Approp 2012	Estimated Required 2013
MUNICIPAL VEHICLE SERVICES		
Public Works Director (.05 FTE)	$ 5,430	$ 5,497
Public Works Operations Manager (.05 FTE)	-	-
Public Works Operations Supervisor (.05 FTE)	3,899	4,016
Chief Mechanic	73,799	73,800
Mechanics (2)	132,126	135,047
Senior Admin. Support Assistant	53,484	54,936
Overtime	1,000	1,000
Total Municipal Vehicle Services	$ 269,738	$ 274,296
% Increase (Decrease) Prior Year		1.69%

CAPITAL OUTLAY DETAIL:	
Machinery and Equipment:	
* Replace code enforcement vehicle #300	$ 35,000
* Replace mower #325	25,000
* Replace patrol car #377- police	40,000
* Replace patrol car #380 - police	40,000
* Replace detective car #332 - police	40,000
* Replace self leveling mower #345	55,000
* Replace pickup - vehicle # to be determined	25,000
Buildings and Stuctures:	
* Purchase Ops Center modular office	35,000
Total Capital Outlays	$ 295,000

OTHER SERVICES AND CHARGES DETAIL:	
Professional Services (janitorial, fire extinguisher service, hazmat removal, linen service)	$ 15,000
Communication (telephone, pagers, cell phone)	4,800
Operating Rentals	6,000
Public Utility	28,000
Insurance	21,380
Repair and Maintenance (vehicles, HVAC, lights, lift maintenance, fire extinguisher, copier maintenance)	54,000
Registrations for classes	4,500
Total other services and charges	$ 133,680

Appendix A:


General Fund Appropriated Fund Balance
$1,000,000
$900,000
$800,000
$700,000
$600,000
$500,000
$400,000
$300,000
$200,000
$100,000
$0
$865,736
$383,406
$444,765
$395,926
$857,010
$825,144
$152,518
$608,570
$881,454
$336,778
2003
2004
2005
2006
2007
2008
2009
2010
2011
2012


General Fund Actual Changes in Fund Balance
$1,200,000
$1,000,000
$800,000
$600,000
$400,000
$200,000
$0
-$200,000
-$400,000
-$600,000
-$800,000
-$1,000,000
2003
2004
2005
2006
2007
2008
2009
2010
2011

COMMUNITY DEVELOPMENT DEPARTMENT

October 25, 2012

To Whom It May Concern:

The City of Camas is distributing a revision to a Mitigated Determination of Nonsignificance (MDNS) (file #SC08-04-07) for **Stoneleaf** condominiums that was issued in August 2004. In brief, the revised **Stoneleaf** proposal (file #SEPA12-02) entails converting the existing condominium development into a ***54-lot subdivision***. The enclosed review comments reflect an evaluation of the preliminary plat, together with the original MDNS, in accordance with WAC 197-11-310, to find no significant changes.

Stoneleaf is located at NW Lorenz and NW Pacific Rim Blvd., Camas, Washington, and is zoned Multifamily 24 (MF-24). The location of the parent tax parcels 126048 and 126049 is also described as SW ¼ of Section 5, Township 1 North, Range 3 East of the Willamette Meridian (WM), Camas, Washington.

The revision includes the following documents that are attached:

- Mitigated Determination of Nonsignificance, letter and mitigation measures (August 9, 2004);
- SEPA Checklist (January 20, 2012); and
- Preliminary plat drawing (October 19, 2012).

As stated above, this revision does not result in any new significant adverse impacts.

Sincerely,

Phil Bourquin
Community Development Director
Responsible SEPA Official
(360) 817-1568 | communitydevelopment@cityofcamas.wa

Distribution:
Department of Ecology
Department of Fish and Wildlife
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