CITY COUNCIL WORKSHOP MEETING AGENDA
Monday, March 5, 2018, 4:30 PM
City Hall, 616 NE 4th Avenue

I. CALL TO ORDER

II. ROLL CALL

III. PUBLIC COMMENTS

IV. WORKSHOP TOPICS

A. Camas Farmer's Market Update
Details: Representatives from Camas Farmer's Market will provide an update to Council.
Presenter: Shannon Van Horn, Board President and Tina Eifert, Program Coordinator
Recommended Action: This item is for Council's information only.

2018 Camas Farmer's Market Presentation

B. Community Development Service Level Presentation
Details: Staff will provide Council with the framework, resources and services provided by the Community Development Department. Staff will also review the current service level, identify areas for improvement, measurable goals and outline a strategy to move the service levels into a better future state.
Presenter: Phil Bourquin, Community Development Director
Recommended Action: This item is for Council's information only.

Community Development Level of Service

Community Development Revenue and Expenses Analysis

C. Community Development Miscellaneous and Updates
Details: This is a placeholder for miscellaneous or emergent items.
Presenter: Phil Bourquin, Community Development Director

D. Carollo Engineers Water System Plan Supplemental Budget
Details: Carollo Engineers has been under contract since September 2016 to support the City's efforts to update the Water System Plan. The Water System Plan update is 95% completed. Over the last several months, City staff has asked Carollo Engineers to provide additional water modeling and other support services related to the City's water supply system, specifically in regards to supplying North Shore area developments and looking at alternative water reservoir locations. Carollo Engineers is requesting approval of additional funds in the amount of $22,600 to cover out-of-scope tasks and hours. There is sufficient budget in the Water/Sewer Fund to cover these additional expenses.
Presenter: Sam Adams, Utilities Manager

"These materials are archived electronically by the City of Camas. DESTROY AFTER USE."

Recommended Action: Staff recommends this item be placed on the March 19, 2018 Consent Agenda for Council's consideration.

Carollo Supplemental Budget Request

E. Interagency Agreement to Reduce Toxic Auto Leaks
Details: Clark County has received a $93,710 Clean Water Restoration Fund grant from the Lower Columbia Fish Recovery Board for reducing toxic auto leaks in Clark County. This grant is for community engagement, outreach activities, data collection, vehicle leak check events and partnerships with local auto repair shops. Work associated with this grant will help meet some of the requirements in the City's Stormwater National Pollutant Discharge Elimination System (NPDES) Permit. This interlocal agreement memorializes the proportionate share of the match for this grant for the Port of Vancouver and the cities of Battle Ground, Camas, Vancouver and Washougal. The proportionate share for Camas is $5,000 cash for professional services, which will be paid through the City's Stormwater Utility Fund.
Presenter: Steve Wall, Public Works Director
Recommended Action: Staff recommends this item be placed on the March 19, 2018 Consent Agenda for Council's consideration.

Interagency Agreement Reducing Toxic Auto Leaks

Interagency Agreement Contributions by Agencies

F. Public Works Miscellaneous and Updates
Details: This is a placeholder for miscellaneous or emergent items.
Presenter: Steve Wall, Public Works Director

G. 2018 Spring Omnibus Budget Presentation
Details: Staff will present the proposed amendments to the City's 2018 Operating Budget. The proposed amendments total $1,276,495 in 28 packages, which includes 18 carry forward packages, 1 administrative package and 9 supplemental packages. A high level overview will be provided. Staff will be available to answer questions and provide additional information. This is the first of three 2018 Spring Omnibus Presentations. The next two presentations will cover the proposed Capital Budget amendments and will be placed on the March 19, 2018, and April 2, 2018 Workshop Agendas. This item will also be placed on the April 2, 2018 Regular Meeting Agenda for Council's consideration, following a public hearing.
Presenter: Cathy Huber Nickerson, Finance Director
Recommended Action: This item is for Council's information only.

2018 Spring Omnibus - Operating Budget Presentation

2018 Spring Omnibus - Operating Packages

H. City Administrator Miscellaneous Updates and Scheduling
Details: This is a placeholder for miscellaneous or scheduling items.
Presenter: Peter Capell, City Administrator

V. COUNCIL COMMENTS AND REPORTS

VI. PUBLIC COMMENTS

VII. ADJOURNMENT

NOTE: The City welcomes participation of its citizens in the public meeting process. Effort will be made to ensure anyone with special needs can participate. For more information call 360.834.6864.

CAMAS FARMER'S MARKET

Presentation to
Camas City Council

March 5th, 2018

Vision of Camas Farmer’s Market

- **The Camas Farmer’s Market contributes to Camas by being a place:**
- where the community has access to local and sustainable food
- where education is available to learn skills for seasonal, healthy eating
- where local farms are nurtured and supported
- where we all come together to celebrate the harvest

Incubating Small Businesses:

"Participating in Camas Farmers Market has given us the opportunity to grow our business by allowing us to introduce our products to a diverse clientele on a weekly basis. We get to interact with our customers face-to-face, build customer loyalty and build enthusiasm for our brand. CFM has been an affordable way for us to market, advertise and test new products by connecting us with customers who want to support small local business.

We've found that people who shop at local farmers markets are very enthusiastic about supporting us and show it by coming to the weekly markets, then following us to our drive-thru location."

~ Arika, Hello Waffle Cart

Additional Incubated Businesses

- The Soap Chest
- 9 bar espresso
- Herb N’ Roots Company
- Brush Prairie Raw Honey
- Conan’s Hot Sauces and Marinades
- Hello Waffle
- Yacolt Mountain Farm and Nursery
- Tumbling Sky Farm
- Quackenbush Farm
- Petala Flower Farm
- Truly Scrumptious

Average weekly customers > $ funneled into the local Camas economy

- **2009**: 871, $79,694 (times 1.5 economic multiplier = $119,541)

- **2015**: 1077, $140,621 (times 1.5 economic multiplier = $210,931) *76% increase!

- **2016**: 1425, $167,430 (times 1.5 economic multiplier = $**251,145**) ***up 19%** over 2015

  2017: 1173, $138, 603 (times 1.5 economic multiplier) = **$207,906** ***two closures**

Highlights of 2017 season

- An average of over **1,173 customers** attended the market each week over 18 weeks.
- **Women, Infants and Children (WIC) program distributed a total of $6680** in WIC vouchers, over four days.
- Distributed **$535 in SNAP Match**, providing added support to **vulnerable populations** in our community.
- Engaged the community, celebrated our local foods and promoted the spirit of our farmer's market: **Health Fair**, **Berry Days, 10 Years of Fresh Birthday Celebration, Veggie Derby and our annual Harvest Festival.**
- **Held 11 Chef demonstrations utilizing community partners who prepared healthy recipes, featuring fresh produce found in the market.**
- Increased customer participation and awareness at our **Healthy Living Booth,** highlighting community programs around health, gardening, food security, fresh food, fitness, ecology and care of our environment.
- Weekly entertainment with **local musicians** engage customers and add to the festive feel of the market.
- **Hometown spirit** is shared and demonstrated among our market customers. Feedback reflects that they value the market, feel a strong sense of community and celebration of local and fresh foods. Customers enjoy becoming acquainted with our farmers, vendors and products and look forward to visiting on a weekly basis!

Produce Pals:
our third season

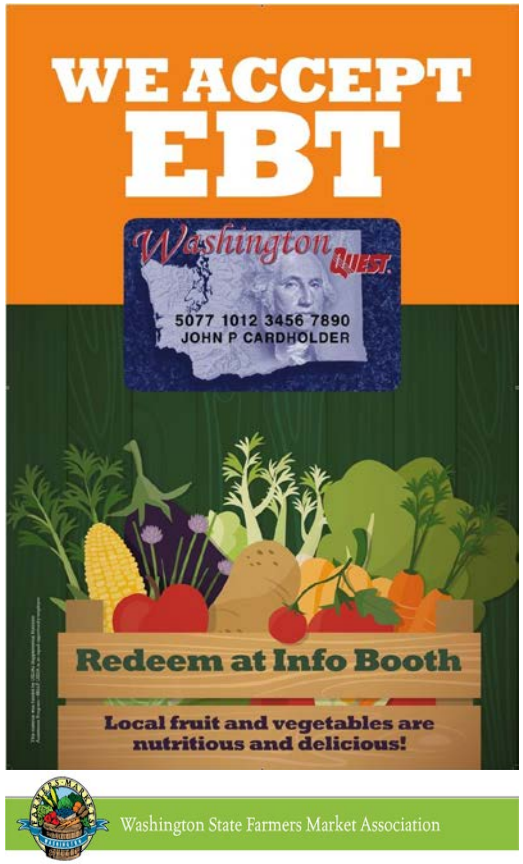
- Enrolled **1145 children**, ages 3-11, up **12%** from 2016.
- Distributed **2298 tokens,** good for **$2 in fresh fruits and vegetables.**
- Engaged children in fun, fascinating **educational activities, focused on nutrition, food, agriculture, and exercise.**
- Provided opportunity for **children to engage directly with farmers** to learn how food is grown, sample a variety of produce items and gain a better understanding of local food systems.

SNAP-Ed: REGIONAL LEADS PROGRAM GOALS

Tina Eifert, Program Coordinator,
representing Camas Farmer's Market
as Southwest Washington Regional Lead

- To support farmers markets to serve SNAP clients and expand access to fresh, local and healthy foods to our low-income community members
- Increase awareness of farmers markets as healthy options among SNAP clients
- Increase SNAP redemption at farmers markets
- Build local food access capacity

RLs network with food access stakeholders centered on farmers markets, sharing information, resources, marketing and outreach support.



Community Support

- **City of Camas** – in kind support: garbage, permits, weekly street closure, electricity, storage
- **Corporate Sponsorships** – Providence Health & Services, IQ Credit Union and Whole Foods Market
- **Local Business Sponsorships** –Rushing Water Yoga, Blossom Natural Health, Vancouver Vision, Riverview Community Bank, Camas Washougal Community Chest, Vancouver Vision Center, Fuel Medical
- **Clark County Public Health**
- **Partnerships with:** Camas Public Library, Camas Parks and Rec, WSU Master Gardeners Program, WSU Healthy Families Program, Downtown Camas Association, Several local Child Care Centers/Private Schools, Pure Wellness Chiropractic, WIC, New Seasons Market, Columbia Springs, Camas Camp-n-Ranch, Boy Scouts of America, Girl Scouts
- **In Kind Services:** Camas Small Business Tax Preparation
- **Community Volunteer Hours:** An active board of 6 members donating approximately 32-40 hours each per month. Regular weekly volunteers who staff the information table, help with set up/take down and assist in the Kids Connection Booth.

Thank you City of Camas!

Presented by:

Shannon Van Horn, Ed.D., Board President
Tina Eifert, Program Coordinator

Email: tina@camasfarmersmarket.org

Phone: 360.600.2334

Website: www.camasfarmersmarket.org

Community Development Level of Service

City of Camas

Purpose is to ensure the orderly management and accommodation of growth in a manner that maintains and enhances our sense of place –
Where we live, work, learn and restore.

Who do we serve?

EXTERNAL CUSTOMERS

- Residents, Business, Industry
- Intergovernmental – State, Clark County, other Cities, School Districts, Utility Districts.
- Economic Development Agencies: CREDC, CWEDA, DCA, IPZ
- Contractors, Developers, Attorneys, Planners, Engineers, Title companies, Real Estate Brokers, vendors, students.

INTERNAL CUSTOMERS

- Mayor and Council
- Boards and Commissions
- Departments
- Employees

What defines what we do?

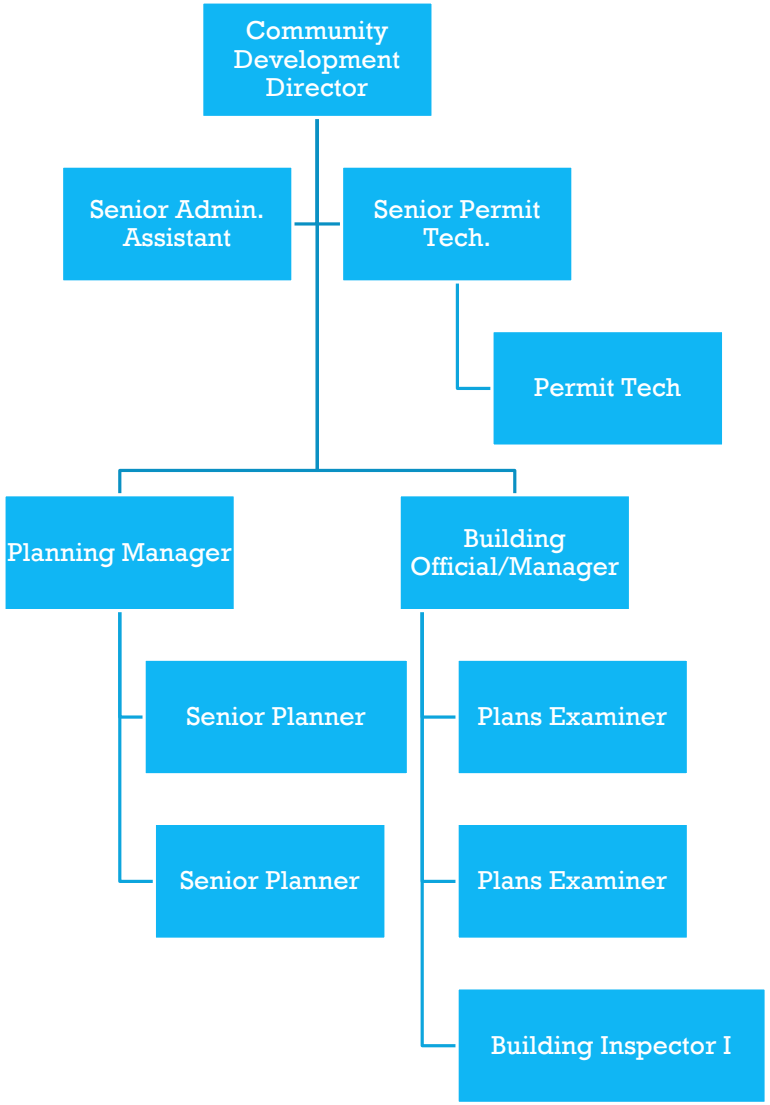
- City of Camas Comprehensive Plan (2035 Plan)
- Camas Municipal Code- Titles 16, 17 and 18
- Administration/Budgets/Staffing
- RCW 36.70A – Washington State Growth Management Act (GMA).
- The economy and development trends
- Professional Ethics
- Washington State Auditor's Office

Planning	Building	Economic Development
Comprehensive Plans	Plans Examination	Development Agreements
Code Development	Permit Issuance – Building/Engineering/ Fire	Coordination with Economic Development groups: IPZ, CREDC, CWEDA
Development Review	Building Inspections	Codes and incentives
Environmental Review	Street Naming/ Addressing	
Annexations		

What services do we provide?

Community Development

What staffing do we have?



Revenues – Building and Development

Revenues	2011	2012	2013	2014	2015	2016	2017	2018 Budget
Building Permits	$ 466,094	$ 318,799	$ 421,710	$ 676,918	$ 713,364	$ 841,819	$ 1,033,423	$ 1,137,447
Building Plan Check Fees	$ 229,689	$ 146,322	$ 274,337	$ 281,509	$ 376,912	$ 465,131	$ 534,579	$ 488,544
Site Plan Review Fees	$ 55,954	$ 39,581	$ 26,614	$ 82,475	$ 70,619	$ 142,075	$ 161,173	$ 205,044
Other Planning Fees (SEPA, etc)	$ 5,985	$ 4,170	$ 11,765	$ 19,050	$ 15,240	$ 31,355	$ 51,964	$ 22,752
Zoning & Sub-Divison Fees	$ 95,662	$ 31,356	$ 80,161	$ 129,263	$ 254,802	$ 170,954	$ 157,787	$ 115,124
Total Revenues	$ 853,384	$ 540,228	$ 814,587	$ 1,189,215	$ 1,430,937	$ 1,651,334	$ 1,938,926	$ 1,968,911

Cash Flow Analysis
2011-2018

Total Revenues	$853,384	$540,228	$814,587	$1,189,215	$1,430,937	$1,651,334	$1,938,926	$1,968,911
Administration	$369,853	$351,286	$360,227	$391,710	$229,608	$250,257	$262,213	$289,875
Planning	$384,144	$440,661	$469,483	$646,342	$639,804	$618,155	$569,875	$720,805
Building	$379,569	$392,946	$418,825	$411,248	$471,628	$542,118	$562,020	$593,355
CD Cashflow Analysis	$(280,182)	$(644,665)	$(433,948)	$(260,085)	$89,897	$240,804	$544,818	$364,876

Management is all about managing in the short term, while developing the plans for the long term. - Jack Welch

Planning

Planning Services

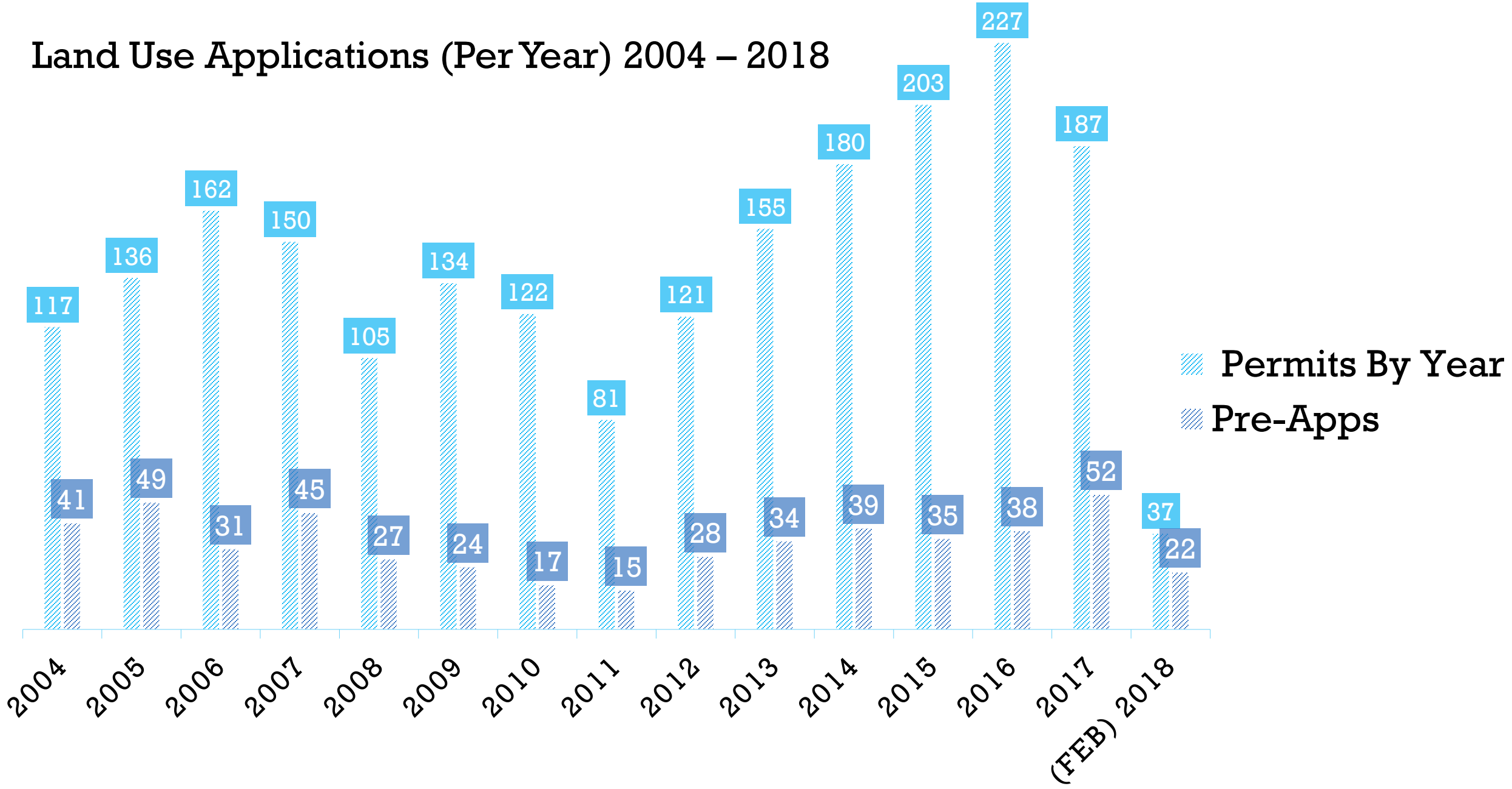
	Current Level Of Service	Self Assessment of Service	Future State
Comprehensive Planning	Adopted Comprehensive Plan 2016	Seven year mandate by summer 2022	Staffing inadequate to commence or complete (1 FTE*)
Shoreline Management Planning	Adopted Shoreline Management Plan 2012	Mandated update in 2020	Staffing inadequate to commence or complete*
Sub-Area Planning	No service	Grass Valley, Camas Mill, Round Lake Village, Northshore (2020)	Staffing inadequate to commence or complete*
Code Development	No service accept to meet mandates	Research and code development on hold.	Staffing inadequate to commence or complete*
Cost Allocation	Planning Staff allocated fully to Development Review	Best Practices – Adjust fee's.	Goal to fund two FTE's (Senior Planner/Planner I) with Zoning and other planning fees.
Pre-application Conferences	Scheduling six weeks out	2 to 4 weeks = accepted norms	Goal <4 weeks from submittal to mtg.
Land Use Permits /Development Review	**80-120 days**	Mandated not to exceed 120 days for most permits. 40-90 days reasonable	Goal permit issuance <90 days of complete application.

Planning

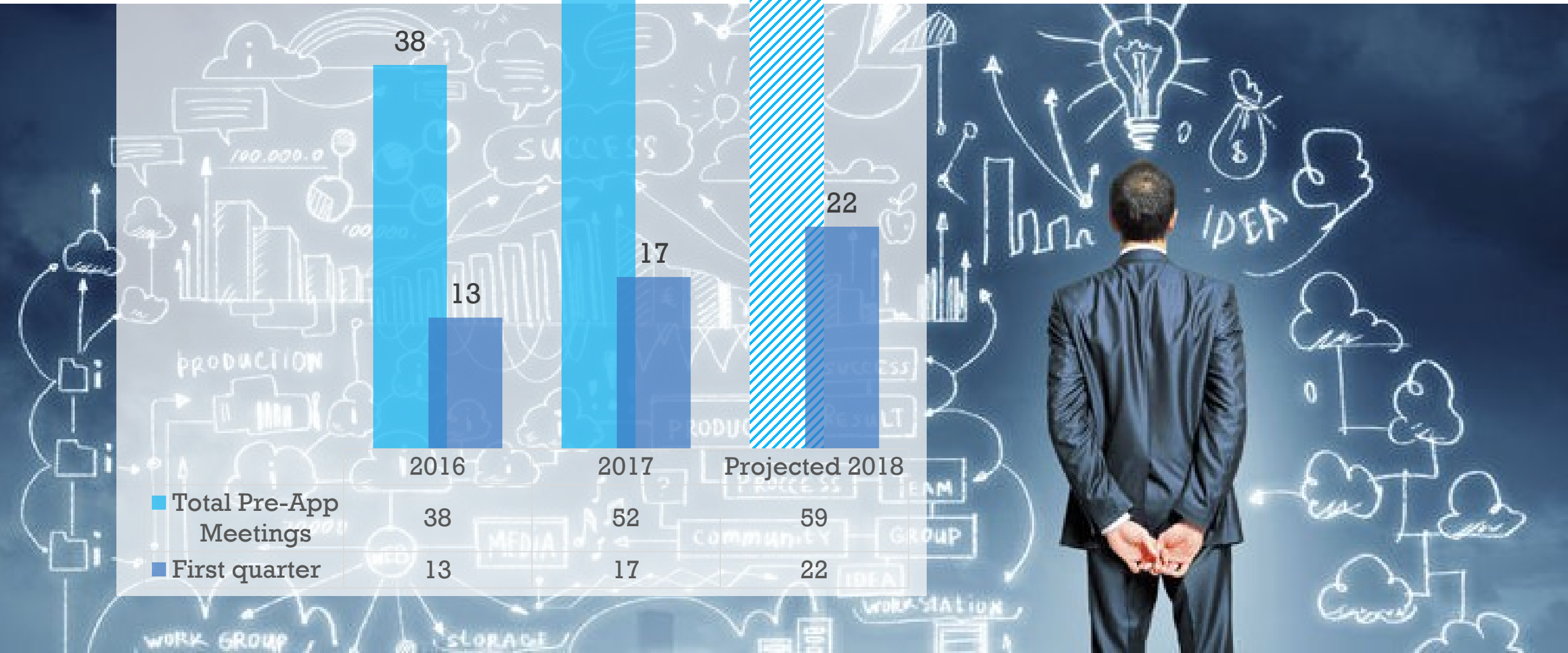
Land Use/Development Review Applications

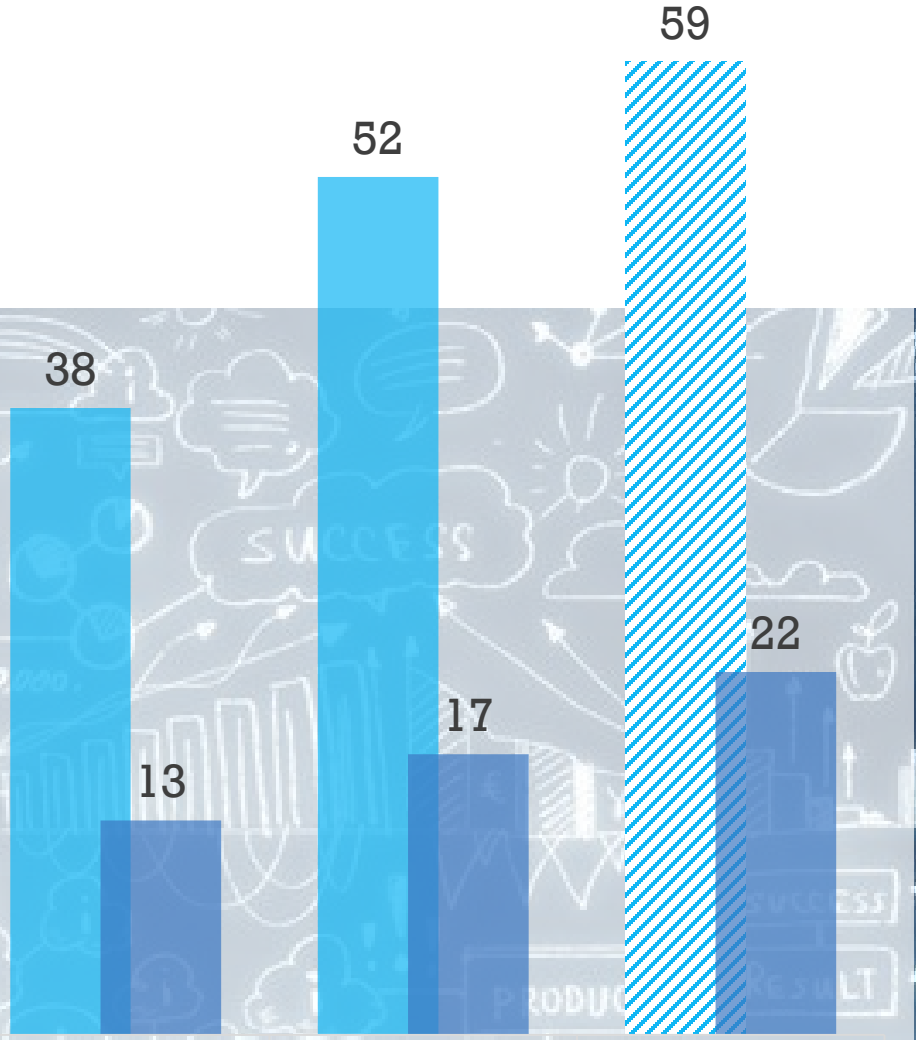
Annexations	Development Agreements	Pre-Applications
Archaeological	Home Occupations	SEPA – State Environmental Policy Act
Binding Site Plans	LI/BP Development	Shoreline
Boundary Line Adjustments	Minor Modification to approvals	Signs
Comp. Plan Amendments	Planned Residential Developments	Site Plan Review
Conditional Uses	Preliminary Plats	Temporary Use
Critical Areas Reviews	Final Plats	Variance
Design Reviews	Plat Modifications	Zone Change

Land Use Applications (Per Year) 2004 – 2018



Dive Into the Data





Planning Summary

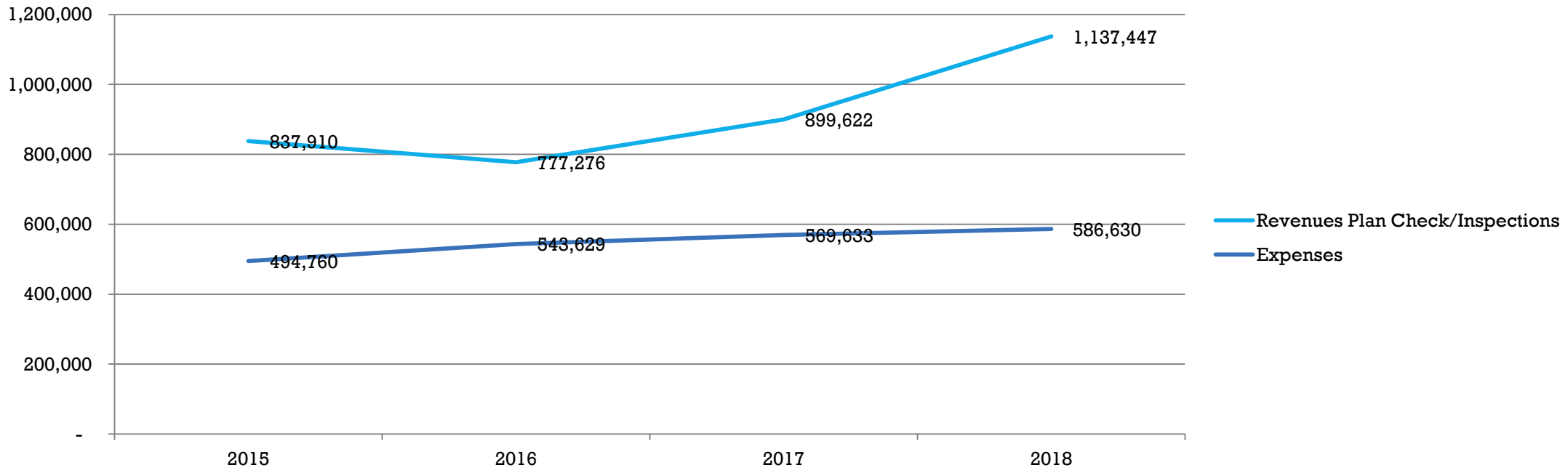
- Development activity continues to increase in numbers and complexity.
- Development Review timeframes reaching maximums for permit issuance.
- Code Development is on hold.
- Long-range planning/Sub-area plans on hold
- Mandates for Shoreline Plan and Comprehensive Plans mandated in 2020 and 2022 (next two budget cycles)

Building

Building Services

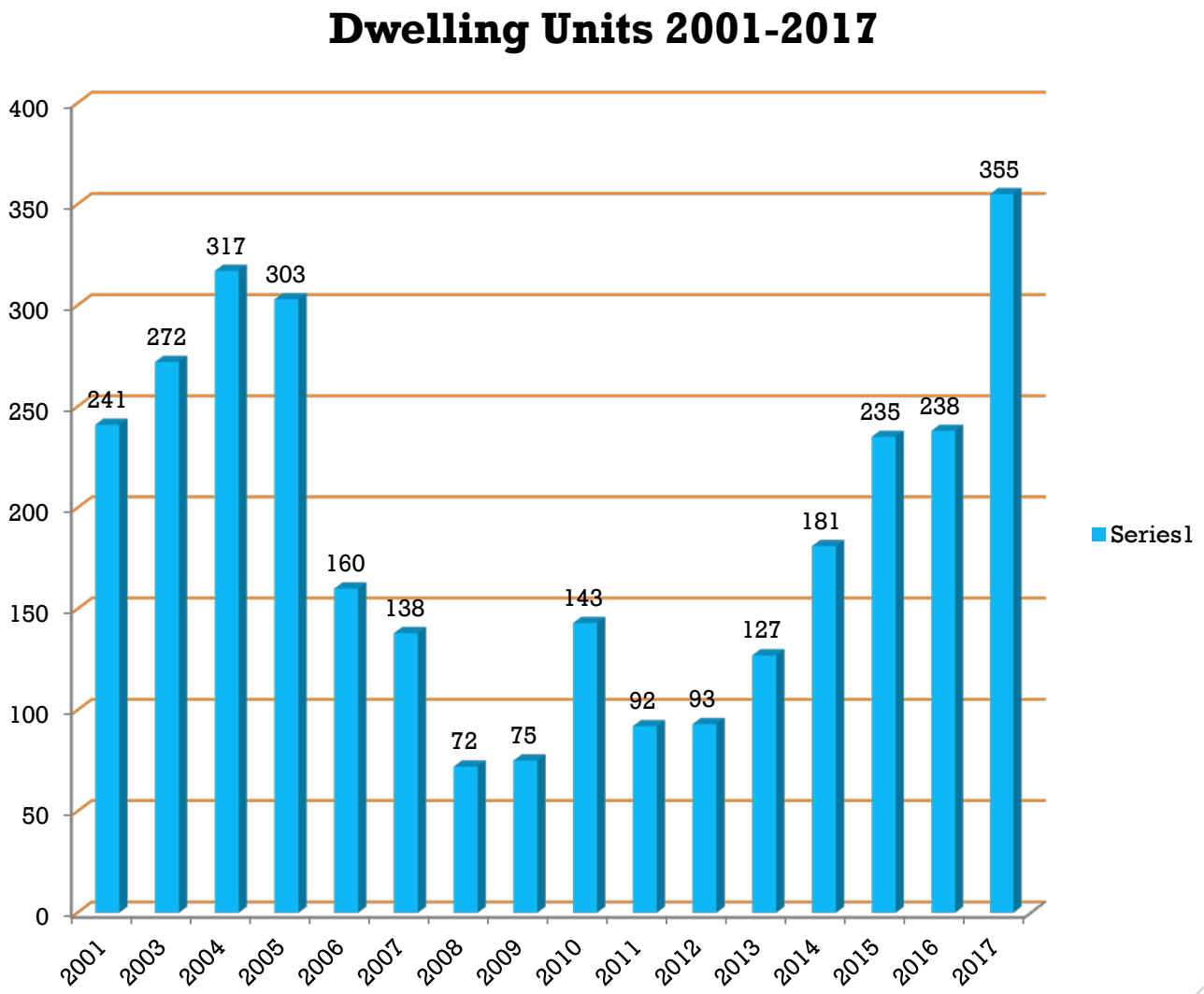
	Current Level Of Service	Self Assessment of Service	Future State
Building Plan Review	4-6 weeks per house plan	4-6 weeks widely accepted	Not to exceed 6 weeks
Inspections	18-32 typical	Exceed standard of 14 inspections per inspector daily	1 FTE inspector per 14 daily inspections*
Washington Survey and Rating Bureau	Rating 2	Rating 3	Rating 2 (1-additonal inspector to maintain insurance rating)

*Washington Survey and Rating Bureau (WSRB)

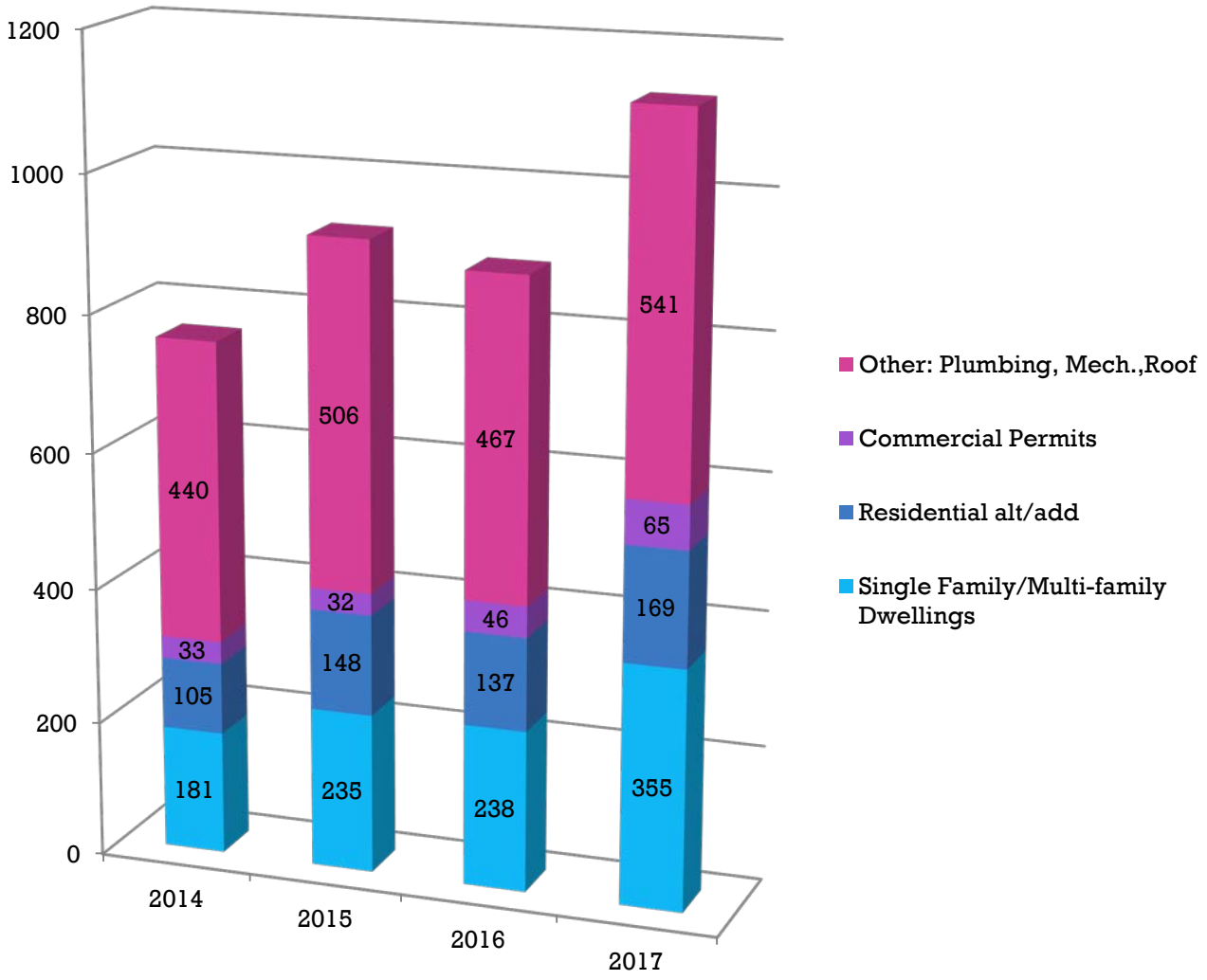


What resources do we have to provide the services?

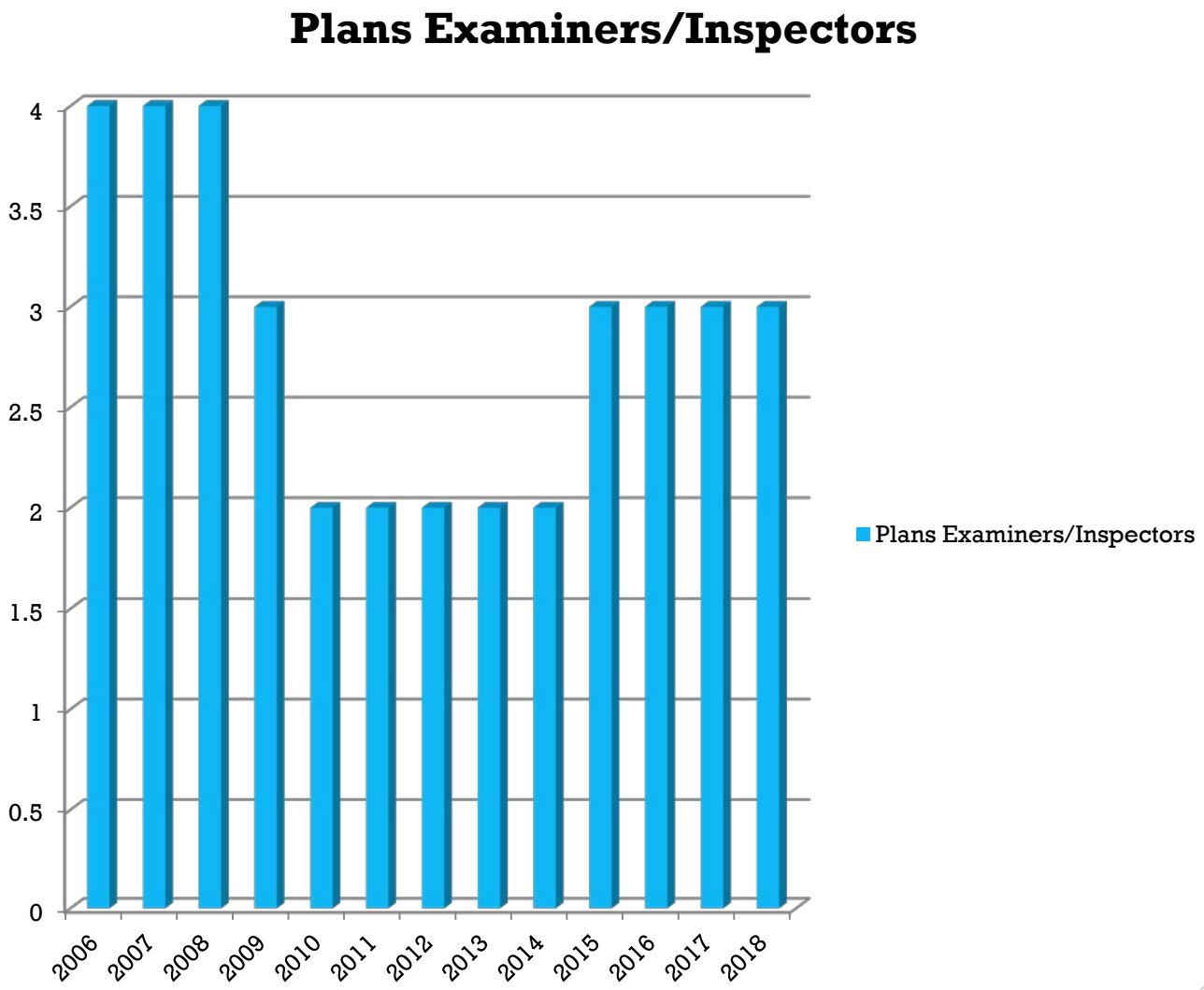
New Home Construction



Building Permits



Examiner and Inspector FTE's



Future State

SERVICE DELIVERY GOALS

- Evaluate and adjust Planning Fee's to support 2-FTE's in Planning
- Pre-Application conferences within 4 weeks
- Issuance of Development Permits within 90 days
- Building Plan Review < 6 weeks per single family dwelling
- < 14 daily inspections per FTE Building Inspector
- Washington State Rating Bureau maintain a Rating of 2 or better

RESOURCES NEEDED

- Intern – Planner (paid) Summer of 2018
- Planner I –1FTE 2019
- Building Inspector 2 – 1 FTE 2019

Strategy

- Requested Support:
  - Summer Paid Intern in 2018
  - Add Planner I position– 1 FTE Budget 2019-2020
  - Dedicate existing Senior Planner 1 FTE to code development and long-range planning efforts.
  - Budget Senior Permit Technician out of Building rather than Planning
  - Add Building Inspector II position – 1 FTE 2019-2020
  - Building Revenues would support Senior Permit Tech. Position and additional Building Inspector.
  - Planner I salary to be offset by moving Senior Permit Tech. from Planning to Building.

Questions

City of Camas
Community Development Analysis

		2011	2012	2013	2014	2015	2016	2017	2018
Revenues									
	Building Permits	$ 466,094	$ 318,799	$ 421,710	$ 676,918	$ 713,364	$ 841,819	$ 1,033,423	$ 1,137,447
	Building Plan Check Fees	$ 229,689	$ 146,322	$ 274,337	$ 281,509	$ 376,912	$ 465,131	$ 534,579	$ 488,544
	Site Plan Review Fees	$ 55,954	$ 39,581	$ 26,614	$ 82,475	$ 70,619	$ 142,075	$ 161,173	$ 205,044
	Other Planning Fees (SEPA, etc)	$ 5,985	$ 4,170	$ 11,765	$ 19,050	$ 15,240	$ 31,355	$ 51,964	$ 22,752
	Zoning & Sub-Divison Fees	$ 95,662	$ 31,356	$ 80,161	$ 129,263	$ 254,802	$ 170,954	$ 157,787	$ 115,124
	Total Revenues	$ 853,384	$ 540,228	$ 814,587	$ 1,189,215	$ 1,430,937	$ 1,651,334	$ 1,938,926	$ 1,968,911
Expenses									
Administration	Salaries and Wages	$ 260,367	$ 238,311	$ 231,528	$ 242,309	$ 164,892	$ 176,814	$ 180,674	$ 196,068
	Personnel Benefits	$ 103,508	$ 106,793	$ 104,156	$ 105,151	$ 60,462	$ 65,274	$ 69,042	$ 75,373
	Supplies	$ 204	$ 648	$ 620	$ 18,476	$ 1,683	$ 3,053	$ 2,194	$ 2,289
	Professional Services	$ 61	$ -	$ 14,981	$ -	$ -			
	Communication	$ 5,405	$ 5,227	$ 7,270	$ 8,644	$ 1,982	$ 1,037	$ 1,444	$ 1,010
	Training/Meetings/Travel				$ 134	$ -	$ -	$ 563	$ 2,562
	Adverstising				$ 1,356	$ 44	$ 594	$ 519	$ 1,043
	Repairs and Maintenance	$ 202	$ 260	$ 50	$ 199	$ -	$ -	$ 7,739	$ 7,896
	Miscellaneous	$ 106	$ 47	$ 1,622	$ 15,441	$ 545	$ 3,485	$ 38	$ 3,634
	Other Services and Charges	$ 5,774	$ 5,534	$ 23,923	$ 25,774	$ 2,571	$ 5,116	$ 10,303	$ 16,145
	Total Administration	$ 369,853	$ 351,286	$ 360,227	$ 391,710	$ 229,608	$ 250,257	$ 262,213	$ 289,875
Planning	Salaries and Wages	$ 220,499	$ 231,434	$ 235,423	$ 326,190	$ 301,740	$ 313,669	$ 321,944	$ 348,666
	Personnel Benefits	$ 82,770	$ 88,966	$ 93,874	$ 117,093	$ 118,260	$ 124,051	$ 122,915	$ 135,655
	Supplies	$ 1,466	$ 1,854	$ 1,503	$ -	$ 2,146	$ 77	$ -	$ 80
	Professional Services	$ 67,035	$ 108,050	$ 63,236	$ 58,940	$ 91,881	$ 55,989	$ 45,046	$ 126,408
	Communication	$ 2,031	$ 2,068	$ 2,133	$ 2,537	$ 2,400	$ 1,947	$ 998	$ 1,898
	Training/Meetings/Travel	$ 10	$ -	$ 367	$ 135	$ 601	$ 32	$ 370	$ 2,075
	Advertising	$ 1,547	$ 983	$ 1,157	$ 29	$ -	$ 262	$ -	$ 1,037
	Insurance	$ 7,640	$ 6,467	$ 27,205	$ 28,582	$ 30,276	$ 28,782	$ 4,489	$ 4,580
	Repairs & Maintenance	$ -	$ 39	$ -					
	Miscellaneous	$ 1,146	$ 800	$ 1,156	$ 811	$ 2,350	$ 1,196	$ 1,272	$ 2,524
	Other Services and Charges	$ 79,409	$ 118,407	$ 95,254	$ 91,034	$ 127,508	$ 88,208	$ 52,175	$ 138,522
	Intergovt.	$ -	$ -	$ 43,429	$ 112,025	$ 90,150	$ 92,150	$ 72,841	$ 97,882
	Total Planning	$ 384,144	$ 440,661	$ 469,483	$ 646,342	$ 639,804	$ 618,155	$ 569,875	$ 720,805
Building	Salaries and Wages	$ 256,711	$ 262,673	$ 269,888	$ 275,496	$ 309,647	$ 354,669	$ 356,534	$ 379,342
	Personnel Benefits	$ 103,274	$ 113,471	$ 118,686	$ 110,297	$ 135,458	$ 166,106	$ 171,475	$ 184,987
	Supplies	$ 2,486	$ 1,914	$ 3,794	$ -	$ -	$ 141	$ -	$ 35
	Professional Services	$ 161	$ -	$ 12,939	$ 177	$ 2,066	$ 172	$ 525	$ 4,350
	Communication	$ 1,660	$ 1,870	$ 2,077	$ 2,268	$ 2,172	$ 3,003	$ 2,127	$ 2,666
	Training/Meetings/Travel	$ -	$ 686	$ -	$ -	$ -	$ -	$ -	$ 2,041
	Interfund Oper Rentals & Lease	$ 7,028	$ 4,800	$ 4,800	$ 19,020	$ 14,805	$ 12,216	$ 12,736	$ 9,039
	Insurance	$ 6,245	$ 5,204	$ 2,259	$ 2,373	$ 2,569	$ 2,705	$ 5,611	$ 6,725
	Repairs & Maintenance	$ 914	$ 858	$ 798	$ 11		$ -	$ 4,716	$ 1,020
	Miscellaneous	$ 1,090	$ 1,470	$ 3,584	$ 1,606	$ 4,911	$ 3,106	$ 8,296	$ 3,150
	Other Services and Charges	$ 17,098	$ 14,888	$ 26,457	$ 25,455	$ 26,523	$ 21,202	$ 34,011	$ 28,991
	Total Building	$ 379,569	$ 392,946	$ 418,825	$ 411,248	$ 471,628	$ 542,118	$ 562,020	$ 593,355
	Total Expeditures		$ 1,184,893	$ 1,248,535	$ 1,449,300	$ 1,341,040	$ 1,410,530	$ 1,394,108	$ 1,604,035
	CD Cashflow Analysis	$(280,182)	$(644,665)	$(433,948)	$(260,085)	$ 89,897	$ 240,804	$ 544,818	$ 364,876

carollo
Engineers...Working Wonders With Water®

1218 Third Avenue, Suite 1600, Seattle, Washington 98101
P. 206.684.6532 F. 206.903.0419

December 1, 2017

Mr. Sam Adams, P.E.
City of Camas
616 NE 4th Avenue
Camas, WA 98607

Subject: Water System Plan Update Amendment

Dear Mr. Adams:

The Carollo Team has been assisting the City with the development of the Water System Plan. Additional tasks have been requested by City staff that enabled Task 900 Water System Analysis to exceed the original budget. Additionally, the project has taken longer than anticipated due to data collection and system evaluation that caused Task 1500 Project Management to also exceed the original budget. These activities have been noted on the monthly Progress Report. A brief description of each out-of-scope task and hours associated with the effort are detailed below:

- Task 900 - Calibration of the Hydraulic Model. A macro hydraulic model calibration was made using SCADA data provided by the City, which checked that wells, pumps, and tanks were operating as expected. A total of 8 hydrant flow test locations were calibrated. For this plan, a micro hydraulic model calibration was performed at five (5) of the hydrant flow test locations. The micro calibration adjusts pipe roughness and other factors to match the results seen in the distribution system. A budget of 40 hours was used to perform the calibration and provide Quality Assurance/Quality Control (QA/QC). Note, as part of the OTAK North Shore Water Main project, three (3) additional hydrant flow test locations were calibrated and the effort for these 3 tests were included in a separate project budget.
- Task 900 - Establishing PRV control settings for the Slow Sand Filtration Plant. The system tie-in for the Slow Sand Filtration Plant was incorporated into the hydraulic model. Control settings were tested for summer, winter, and year-round operation between three pressure zones (544, 455, and 343). Final year-round control settings were used in subsequent modeling. A budget of 24 hours was used to set the controls and perform QA/QC activities.
- Task 900 - In February and March of 2017, City staff requested assistance siting new reservoir in the Green Mountain development and a site at NE 222nd Avenue. Carollo reviewed prior reservoir studies and conducted extended period and fire flow simulations at both sites for the near- and long-term simulations for the ADD and MDD. Carollo found substantial operational issues with the sites and attempted to find solutions using the hydraulic model. A budget of 34 hours was used to update the model to simulate the new reservoir locations, conduct the simulations, attempt to resolve operational issues, and perform QA/QC.
- Task 1500 - Project Management activities were originally assumed a project duration of 18 months. As the project has been extended, an additional 12 months of project management is needed to finish the Water System. The additional Project coordination and invoicing is approximately $6,000.

WATER
OUR FOCUS
OUR BUSINESS
OUR PASSION

This out of scope effort for Task 900 equates to a budget of $16,600. Task 900 is $35,693.80 over budget, where the remaining $19,093.80 budget was used due to greater than anticipated difficulty of modeling the system. We are not requesting reimbursement for this additional modeling effort, as no additional scope was performed and the extra level of effort and challenge is hard to quantify and measure compared to the initial scope and budget. We are requesting the City provide additional budget of $22,600 for out-of-scope efforts.

Sincerely,

CAROLLO ENGINEERS, INC.

Daniel L Reisinger

Daniel L. Reisinger
Lead Water Resource Engineer

DLR:sm

cc: Lara Kammereck

INTERAGENCY AGREEMENT

REDUCING TOXIC AUTO LEAKS IN CLARK COUNTY GRANT DEVELOPMENT AND ADMINISTRATIVE SERVICES

Between

CLARK COUNTY
P.O. BOX 9810, VANCOUVER, WA. 98666-9810

And

THE CITIES OF BATTLE GROUND, CAMAS, VANCOUVER, AND WASHOUGAL

And

THE PORT OF VANCOUVER, USA

RECITALS

Vehicle leaks are a significant source of water pollution in Clark County. Clark County alone is home to over 325,000 registered vehicles. Based on estimates from Don't Drip and Drive campaigns in the Puget Sound, approximately 10%, or 32,500, of those vehicles leak toxic fluids that contaminate stormwater and degrade aquatic habitat. A 2011 study by the Department of Ecology found that "small motor oil and gasoline spills, drips and minor leaks are responsible for 87% of the total petroleum released annually in the Puget Sound" indicating the need to reach out to the general population to address this issue.

The Clark County Clean Water Program (hereinafter referred to as Clark County) received a Clean Water Restoration Fund grant from the Lower Columbia Fish Recovery Board (hereinafter referred to as "LCFRB") for *Reducing Toxic Auto Leaks in Clark County* (hereinafter referred to as the "Grant"). Clark County is partnering with the cities of Battle Ground, Camas, Vancouver, and Washougal, and the Port of Vancouver (hereinafter individually referred to as a "Partner" and collectively referred to as the "Partners") to implement and deliver Grant activities. The Grant will raise awareness and educate vehicle owners about impacts caused by leaking vehicles to water quality and fish, vehicle operations, and effect behavior change leading to vehicle owners fixing leaks.

The Grant includes partnerships with local auto repair shops, vehicle leak check events, data collection, outreach activities and community engagement. The Watershed Alliance will also provide professional services to fulfill Grant deliverables.

Pursuant to the laws of Washington, the Partners elect to enter into this Agreement to facilitate coordination of duties and responsibilities, for activities that meet the requirements of the Grant.

Therefore, the Partners agree as follows:

AGREEMENT

I. PURPOSE

A. This is an Intergovernmental Agreement among the Partners entered into under the authority of the Interlocal Cooperation Act, RCW 39.34.

B. Pursuant to Chapter 39.34 RCW, the purpose of this Intergovernmental Agreement is as set forth in Article I (PURPOSE). Its duration is as specified in Article II (DURATION OF AGREEMENT). Its method of termination is set forth in Article III (TERMINATION OF AGREEMENT). Its manner of financing and of establishing and maintaining a budget is described in Article V (FINANCIAL). Its manner of disposing property is described in Article III C (DISPOSAL OF PROPERTY).

C. This Agreement between Clark County and the Partners is made for the purpose of reporting to LCFRB the services that each of the Partners will contribute in connection with implementing and delivering Grant activities.

D. The intent of the Partners is to cooperatively act pursuant to the provisions of the Interlocal Cooperation Act, RCW 39.34. There is no intent to create a separate legal or administrative entity by this Agreement.

II. DURATION OF AGREEMENT

The initial term for the Agreement shall be from January 15, 2018 to December 31, 2020. There is no renewal of this agreement unless an additional funding source has been secured to continue the project past the life of the Clark County Clean Water Restoration Fund grant #17-02. If for any reason Clark County and LCFRB do not sign the formal Reducing Toxic Auto Leaks in Clark County Grant Agreement by February 28, 2018 as expected, this Agreement will terminate effective March 1, 2018.

III. TERMINATION OF AGREEMENT

A. Mutual Termination: This agreement may be terminated by mutual agreement of the Partners at any time. Upon termination, the Partners shall have no further responsibility to fund the activities of the Reducing Toxic Auto Leaks in Clark County Grant Program regardless of any budgeting that may have taken place. Work underway and/or authorized prior to the establishment of an effective date of termination and not yet invoiced will be reimbursed according to the established billing cycle. No work continued beyond the effective date of termination.

B. Termination for Breach: If any Partner fails to comply with the terms and conditions of this Agreement, Clark County, upon 30 days prior written notice to the breaching Partner, may terminate this Agreement with the breaching Partner with no continuing financial liability to the non-breaching Partners.

C. Disposal of Property: If the Agreement is terminated prior to the end of the Grant, property related to the implementation of the Grant will be distributed pro rata among the partners if and when the Grant deliverables have been completed.

IV. DESIGNATION OF FINANCIAL AGENT:

Subject to the terms of this Agreement, the Partners designate Clark County as the financial representative to the LCFRB, per LCFRB's issuance of preauthorization to Clark County to incur expenses associated with the Reducing Toxic Auto Leaks in Clark County project, beginning January 15, 2018. That preauthorization is conditioned on both Clark County and LCFRB signing the formal grant contract by February 28, 2018. Clark County will provide grant management and project management, including financial and project reporting to the granting agency. Clark County will submit all required progress reports on a quarterly basis and all project deliverables to LCFRB.

V. FINANCIAL

A. Clark County is expected to enter into a grant agreement with the LCFRB, in February 2018, for $93,710. The grant agreement is for a two year project period from February 2018 – December 2020, with preauthorization to begin incurring expenses on January 15, 2018.

B. Partners will fulfill match contributions pledged in the LCFRB Project Partner Contribution Form as follows:

Partner	Match Type	Amount
City of Battle Ground	In-kind labor	$3,416
City of Camas	Cash – professional services	$5,000
Clark County	Printing services	$5,000
City of Vancouver	In-kind labor	$5,000
Port of Vancouver	In-kind labor	$5,000
City of Washougal	Cash – professional services	$5,000
Watershed Alliance	Volunteer	$18,467

C. Partners will track in-kind labor and submit total contributions to Clark County in the first week following each quarter.

D. Clark County shall administer and manage the grant, maintain all project records, and submit all required performance items.

E. Clark County will administer the contract for professional services with the Watershed Alliance to fulfill Grant deliverables.

VI. PROPERTY

Clark County will manage the acquisition, holding and disposal of all property used in the undertaking of the Grant, including printed materials and event supplies.

Following the completion of the Grant, Clark County will hold the property and make available to Partners upon request.

VII. AGREEMENT ADMINISTRATION AND COMMUNICATIONS

Clark County shall administer this Agreement including monitoring financial management and project communications to the grantor.

VIII. AUTHORIZING ENTITY

A. The Partners agree that Clark County will administer this Agreement in accordance with the terms of the Agreement and Clark County's adopted policies and procedures.

B. Each partner may provide a staff member to participate in the Grant coordinating activities. Each partner will assist with the coordination of Grant activities within their jurisdiction.

C. Grant funds received by Clark County will be administered under the terms of an agreement with LCFRB.

IX. PROJECT RESPONSIBILITIES AND DELIVERABLES

Per the grant contract agreement between Clark County and the Lower Columbia Fish Recovery Board, the following items outline the project responsibilities and deliverables for this project Agreement:

A. Task 2.1 - Create outreach plan detailing opportunities and strategies. Clark County and Partners to complete.
B. Task 2.2 – Customize and print Don't Drip and Drive materials with regional branding and messaging. Clark County and Partners to complete.
C. Task 2.3 – Add a Don't Drip and Drive web page to the Stormwater Partners website. Clark County to Complete.
D. Task 3.1 – Recruit 15 auto repair shops to participate in project. Clark County, Partners, and Watershed Alliance to complete.
E. Task 3.2 – Maintain communication with auto repair shop partners at least quarterly. Watershed Alliance to complete.
F. Task 3.3 – Collect, compile and submit data to Puget Sound Clean Car Project on leaks, found and fixed, leak location, and make, model, year and mileage of participating cars. Clark County to complete.
G. Task 4.1 – Procure leak check event materials with inventory of materials. Watershed Alliance to complete.
H. Task 4.2 – Identify 15 locations to hold leak check events. Clark County and Partners to complete.
I. Task 4.3 – Recruit, train and coordinate at least 10 volunteers and one mechanic to assist with leak check events. Watershed Alliance to complete.

J. Task 4.4 – Hold at least 15 leak check events. Watershed Alliance to complete.
K. Task 4.5 – Collect, compile and report quarterly data on leaks found and contacts made at leak check events. Clark County and Watershed Alliance to complete.
L. Task 5.1 – Promote project information on agency websites, social media and at outreach events, generating at least 200,000 digital impressions and 5,000 website visits. Clark County, Partners and Watershed Alliance to complete.
M. Task 5.2 – Submit 15 press releases to local media outlets. Clark County, Watershed Alliance, and Partners to complete.
N. Task 5.3 – Submit quarterly progress reports to LCFRB. Clark County to complete.

X. GRANT SCHEDULE

Task	Description	Timeline
2.1	Create outreach plan detailing opportunities and strategies	Feb-Apr 2018
2.2	Customize and print Grant materials	Feb-Mar 2018
2.3	Add project webpage to Stormwater Partners website	Mar-Apr 2018
3.1	Recruit 15 auto repair shops to participate in project	Mar-May 2018
3.2	Maintain quarterly communication with auto repair shops	Apr 2018-Aug 2020
3.3	Collect, compile and report project car leak data	Jun 2018-Dec 2020
4.1	Procure and inventory leak check event materials	Feb-May 2018
4.2	Identify 15 leak check event locations	Apr 2018-Aug 2019
4.3	Recruit, train and coordinate 10 volunteers and one mechanic	Apr 2018-Aug 2019
4.4	Hold 15 leak check events	Jun 2018-Sep 2019
4.5	Collect, compile and report data on leak check events	June 2018-Dec 2020
5.1	Generate 200,000 impressions and 5,000 website visits	Apr 2018-Aug 2020
5.2	Submit 15 press releases to local media outlets	Apr 2018-Sep 2019
5.3	Submit quarterly report to LCRFB	Apr 2018-Sep 2020

XI. DUTIES OF THE PARTNERS

A. Provide support as specified in the LCFRB Partner Contribution Form, attached as Exhibit A.

B. All partners agree to provide a support staff to coordinate grant activities in their jurisdiction including:
   1. Support recruitment of participating auto repair shops.
   2. Assist in identifying suitable locations to hold leak check events.

C. Partners pledging in-kind labor match agree to:
   1. Attend quarterly check-in meetings.
   2. Assist and participate in the development of Grant strategies and deliverables.
   3. Participate in the creation of an outreach plan.
   4. Support and assist with leak check events.
   5. Promote project campaign.
   6. Track in-kind labor and submit total contributions to Clark County no later than 7 days following the end of each quarter.
   7. Support Grant outreach activities.

XII. DUTIES OF CLARK COUNTY:

A. Provide staff and collaborate in joint activities as listed in Sections XI.C.1 through XI.C.7, above.
B. Serve as the Grant Contract Administrator:
   1. Prepare and submit a quarterly report to LCFRB.
   2. Process invoices from vendors and other service providers as appropriate.
   3. Submit the eligible costs for reimbursement as defined by LCFRB guidelines.

XIII. ASSIGNMENT:

Neither this Agreement nor any interest therein may be assigned by any Partner without the prior written consent of the other Partners.

XIV. WITHDRAWAL

If any Partner wishes to withdraw from this Agreement, the notifying Partner shall give written notice to the other Partners 90 days prior to such withdrawal. Ninety days after such notice is given, the withdrawing Partner shall have no further responsibility to fund the activities of the Reducing Toxic Auto Leaks in Clark County Grant Program regardless of any budgeting that may have taken place. Work underway and/or authorized prior to the establishment of an effective date of withdrawal and not yet invoiced will be reimbursed according to the established billing cycle, but not for any work continued beyond the effective date of withdrawal.

XV. SEVERABILITY:

If any term of condition of this Agreement or application thereof to any person or circumstance is held invalid, such invalidity shall not affect other terms, conditions, or applications of the Agreement which can be given effect with the invalid term, condition, or application and, to this end, the terms and conditions of this Agreement are declared severable.

XVI. GOVERNING LAW AND VENUE

This Agreement shall be governed by the laws of the State of Washington and any action or litigation undertaken to enforce the terms of this Agreement shall be conducted in Clark County, Washington.

XVII. WHOLE AGREEMENT

The Partners agree that this Agreement, together with all appendices, if any, constitute the entire Agreement between Partners and supersedes all prior or existing written or oral

agreements between the Partners and may not be amended other than in writing signed by the Partners.

XVIII. OPPORTUNITY WITHOUT DISCRIMINATION:

Agency Partners and Clark County agree to comply with all applicable state and federal rules and regulations, which prohibit discrimination of the basis of race, color, creed, religion, national origin, age, sex, marital status, or the presence of a sensory, mental or physical disability.

IN WITNESS WHEREOF, the Partners have executed this Agreement on the date and year indicated below.

CLARK COUNY WASHINGTON

BY_____
Jim Rumpeltes, Interim County Manager

Date: _____

APPROVED AS TO FORM ONLY
Anthony F. Golik,
Clark County Prosecuting Attorney

By: _____
Christine M. Cook
Sr. Deputy Prosecuting Attorney

SIGNATURE PAGE

CITY OF BATTLE GROUND

BY _____
Name, Title

Date:_____

SIGNATURE PAGE

CITY OF CAMAS

BY _____
Name, Title

Date: _____

SIGNATURE PAGE

CITY OF VANCOUVER

BY _____
Name, Title

Date: _____

SIGNATURE PAGE

PORT OF VANCOUVER

BY _____
Name, Title

Date: _____

SIGNATURE PAGE

CITY OF WASHOUGAL

BY _____
Name, Title

Date: _____

EXHIBIT A

PARTNER CONTRIBUTIONS

For

REDUCING TOXIC AUTO LEAKS IN CLARK COUNTY GRANT DEVELOPMENT AND ADMINISTRATIVE SERVICES

Between

CLARK COUNTY
P.O. BOX 9810, VANCOUVER, WA. 98666-9810

And

THE CITIES OF BATTLE GROUND, CAMAS, VANCOUVER, AND WASHOUGAL

And

THE PORT OF VANCOUVER, USA

Partner	Contribution	Estimated Value
City of Battle Ground	Participation in leak check events and outreach plan. Review and provide input on outreach material development.	$3,416.00
City of Camas	Cash towards contract for Watershed Alliance to implement outreach campaign.	$5,000.00
City of Vancouver	Contribute staff time to support and promote leak check events, distribute outreach materials and support targeted behavior change.	$5,000.00
City of Washougal	Cash towards contract for Watershed Alliance to implement outreach campaign.	$5,000.00
Clark County	Printing outreach materials including brochures, promotional materials, survey cards and partner literature.	$5,000.00
Port of Vancouver	Attend and participate in meetings, distribute campaign material, assist with leak check events, add campaign information on the Port website, support data collection and reporting.	$5,000.00

City of Camas

2018 Spring Omnibus

Operating Budget Presentation

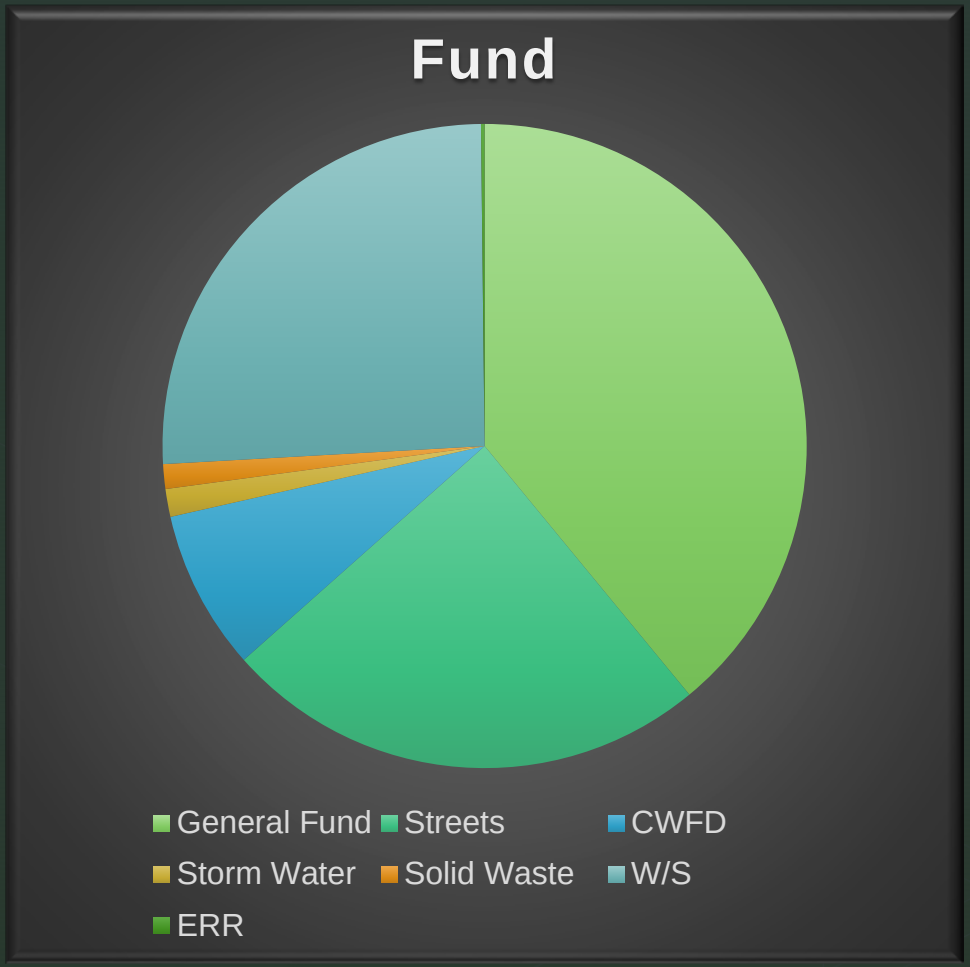
2018 Spring Omnibus Budget Schedule

- March 5th Workshop
  - Operating Budget
- March 19th Workshop
  - Capital Budget
- April 2nd Workshop
  - Capital Budget if needed

- March 5th Council Meeting
- March 19th Council Meeting
  - Public Hearing for Spring Omnibus
- April 2nd Council Meeting
  - Conclude Public Hearing
  - Ordinance for consideration

Operating Budget

- 28 packages for $1,276,495
  - Carry Forward 18 packages $764,419
  - Administrative 1 package $0
  - Supplemental 9 packages $512,076



8 Labor Related Packages

Labor Contracts & Agreements

Package	Category	Amount
Negotiation Costs	Carry Forward	$10,000
Police Contract Retro	Carry Forward	$80,544
Fire Contract Retro	Carry Forward	$87,892
CPEA Contract Retro	Carry Forward	$62,432
AFSCME Contract Retro	Carry Forward	$7,053
SWAT Agreement	Supplemental	$10,900

Development Driven

Package	Category	Amount
Engineering	Supplemental	$117,320
Fire Marshal OT	Supplemental	$4,000*

$376,141	GF	$275,494
	CWFD	$91,784
	Storm	$2,073
	W/S	$4,425
	ERR	$2,365

4 Technology Related Packages

New Projects

Package	Category	Amount
Parking Device and Software	Carry Forward	$5,000
City Server Storage Array	Carry Forward	$15,000
Social Media Software	Supplemental	$20,000

Security

Package	Category	Amount
City Hall Security	Carry Forward	$15,000

$55,000	GF	$55,000

4 Repair and Replacements Related Packages

Repairs

Package	Category	Amount
Bridge Repairs (WCIA)	Carry Forward	$40,000
Downtown Electrical	Carry Forward	$75,000

Replacements

Package	Category	Amount
Library Carts	Carry Forward	$3,798
Library Drop Box	Carry Forward	$9,000

$87,798	GF	$12,798
	Streets	$75,000

6 Plans and Study Related Packages

Plans

Package	Category	Amount
Sub-Area Master Plan	Carry Forward	$60,000
Transportation Plan	Carry Forward	$210,000
General Sewer Plan	Supplemental	$50,000

Studies

Package	Category	Amount
Park Funding Analysis	Carry Forward	$42,000
Utility Rate & SDC Study	Carry Forward	$65,000
Community Center Study	Supplemental	$50,000

$477,000	GF	$152,000
	Streets	$210,000
	Storm	$16,250
	Solid Waste	$16,250
	W/S	$82,500

3 Equipment, Supplies or Services Related Packages

Equipment or Supplies

Package	Category	Amount
Police Equipment (2017 grant)	Carry Forward	$16,700
Library materials (grant)	Carry Forward	$5,065
Earthquake Valves	Supplemental	$13,500

Services

Package	Category	Amount
STEP Pumping	Supplemental	$125,000

$155,200	GF	$16,700
	CWFD	$13,500
	W/S	$125,000

Prior Year Adjustment Packages

Prior Year Adjustment

Move Street Preservation funding to the North Shore Sewer Project for Leadbetter

Net $0

Update W/S loan payments for loan draws in 2017

$125,356

2018 Spring Omnibus Budget Packages Operating

Estimates as of 12/31/2017	General Fund		Street Fund	C/W Fire & EMS	Storm Water	Solid Waste	Water/Sewer	North Shore Sewer Project	Equipment Rental	Total
Beginning Balance	$ 4,231,179		$ 695,809	$ 1,255,852	$ 2,116,101	$ 1,976,865	$ 7,131,360	$ 8,883,676	$ 2,031,954	
Revenues	$ 22,380,529		$ 2,861,992	$ 9,803,226	$ 1,573,485	$ 2,713,565	$ 13,032,669	$ 20,000	$ 1,645,841	
Expenditures	$ (21,528,591)		$ (2,845,383)	$ (9,522,406)	$ (1,478,673)	$ (2,497,102)	$ (12,880,674)	$ (2,000,000)	$ (1,400,361)	
Projected Ending Fund Balance	**$ 5,083,117**	**24%**	**$ 712,418**	**$ 1,536,672**	**$ 2,210,913**	**$ 2,193,328**	**$ 7,283,355**	**$ 6,903,676**	**$ 2,277,434**	
Carry Forward Packages										
Total Carry Forward	**$ (313,772)**		**$ (285,000)**	**$ (91,784)**	**$ (18,323)**	**$ (16,250)**	**$ (36,925)**	**$ -**	**$ (2,365)**	**$ (764,419)**
Subtotal Fund Balance	**$ 4,769,345**	**22%**	**$ 427,418**	**$ 1,444,888**	**$ 2,192,590**	**$ 2,177,078**	**$ 7,246,430**	**$ 6,903,676**	**$ 2,275,069**	
Administrative Packages										
Total Administrative	$ -		$ (35,126)	$ -	$ -	$ -	$ -	$ 35,126	$ -	$ -
Subtotal Fund Balance	**$ 4,769,345**	**22%**	**$ 392,293**	**$ 1,444,888**	**$ 2,192,590**	**$ 2,177,078**	**$ 7,246,430**	**$ 6,938,801**	**$ 2,275,069**	
Supplemental Packages										
Total Supplemental	$ (198,220)		$ -	$ (13,500)	$ -	$ -	$ (300,356)	$ -	$ -	$ (512,076)
Net Budget Adjustment	$ (511,992)		$ (320,126)	$ (105,284)	$ (18,323)	$ (16,250)	$ (337,281)	$ 35,126	$ (2,365)	$ (1,276,495)
Total Adjusted Fund Balance	**$ 4,571,126**	**21%**	**$ 392,293**	**$ 1,431,388**	**$ 2,192,590**	**$ 2,177,078**	**$ 6,946,074**	**$ 6,938,801**	**$ 2,275,069**	

Next Steps on March 19th

Capital

Public Hearing Opened

2018 Spring Omnibus Budget Packages — Operating

Pkg #	Dept	Estimates as of 12/31/2017	General Fund		Street Fund	C/W Fire & EMS	Storm Water	Solid Waste	Water/Sewer	North Shore Sewer Project	Equipment Rental	Total
		Beginning Balance	$ 4,231,179		$ 695,809	$ 1,255,852	$ 2,116,101	$ 1,976,865	$ 7,131,360	$ 8,883,676	$ 2,031,954	
		Revenues	$ 22,380,529		$ 2,861,992	$ 9,803,226	$ 1,573,485	$ 2,713,565	$ 13,032,669	$ 20,000	$ 1,645,841	
		Expenditures	$ (21,528,591)		$ (2,845,383)	$ (9,522,406)	$ (1,478,673)	$ (2,497,102)	$ (12,880,674)	$ (2,000,000)	$ (1,400,361)	
		Projected Ending Fund Balance	**$ 5,083,117**	**24%**	**$ 712,418**	**$ 1,536,672**	**$ 2,210,913**	**$ 2,193,328**	**$ 7,283,355**	**$ 6,903,676**	**$ 2,277,434**	
		Carry Forward Packages										
CF #1	HR	Negotiation costs for labor contracts	$ (10,000)									$ (10,000)
CF #2	CD	Sub-Area Master Plan - Professional Services	$ (60,000)									$ (60,000)
CF #3	Police	Two donations in 2017 to Police for equipment	$ (16,700)									$ (16,700)
CF #4	Police	Parking Device and Software budgeted in 2017	$ (5,000)									$ (5,000)
CF #5	Police	Police Contract Retro Pay for 2017	$ (80,544)									$ (80,544)
CF #6	IT	City Hall Security System	$ (15,000)									$ (15,000)
CF #7	IT	City Server Storage Array	$ (15,000)									$ (15,000)
CF #8	Parks	Funding Analysis Contracts from 2017	$ (42,000)									$ (42,000)
CF #9	Library	Replacement Library Carts	$ (3,798)									$ (3,798)
CF #10	Library	Remaining Grants Funding from 2017	$ 5,065									$ 5,065
			$ (5,065)									$ (5,065)
CF #11	Library	Replacement Book Drop	$ (9,000)									$ (9,000)
CF #12	Streets	Bridge Repairs with WCIA insurance			$ 40,000							$ 40,000
					$ (40,000)							$ (40,000)
CF #13	Streets	Transportation Plan			$ (210,000)							$ (210,000)
CF #14	Streets	Downtown Electrical Repair			$ (75,000)							$ (75,000)
CF #15	CWFD	Fire Contract Retro Pay for 2017				$ (87,892)						$ (87,892)
CF #16	PW	Utility Rate Study & SDC Update-Continued					$ (16,250)	$ (16,250)	$ (32,500)			$ (65,000)
CF #17	HR	CPEA Contract Retro Pay for 2017	$ (54,658)			$ (3,892)			$ (1,782)		$ (2,100)	$ (62,432)
CF #18	HR	AFSCME Contract Retro Pay for 2017	$ (2,072)				$ (2,073)		$ (2,643)		$ (265)	$ (7,053)
		Total Carry Forward	**$ (313,772)**		**$ (285,000)**	**$ (91,784)**	**$ (18,323)**	**$ (16,250)**	**$ (36,925)**	**$ -**	**$ (2,365)**	**$ (764,419)**
		Subtotal Fund Balance	**$ 4,769,345**	**22%**	**$ 427,418**	**$ 1,444,888**	**$ 2,192,590**	**$ 2,177,078**	**$ 7,246,430**	**$ 6,903,676**	**$ 2,275,069**	
		Administrative Packages										
A #1	Streets	Move Preservation to North Shore Sewer Proj			$ (35,126)					$ 35,126		$ -
		Total Administrative	$ -		$ (35,126)	$ -	$ -	$ -	$ -	$ 35,126	$ -	$ -
		Subtotal Fund Balance	**$ 4,769,345**	**22%**	**$ 392,293**	**$ 1,444,888**	**$ 2,192,590**	**$ 2,177,078**	**$ 7,246,430**	**$ 6,938,801**	**$ 2,275,069**	
		Supplemental Packages										
S #1	Adm Srv	Social Media Software for Records Retention	$ (20,000)									$ (20,000)
S #2	Engin	Engineering Tech full time & Prof. Srv. Assistance	$ (117,320)									$ (117,320)
S #3	Police	SWAT Agreement Increase	$ (10,900)									$ (10,900)
S #4	Parks	City share of Community Center Consultant	$ (50,000)									$ (50,000)
S #5	CWFD	Earthquake Valves				$ (13,500)						$ (13,500)
S #6	CWFD	Fire Marshal Overtime with increased inspections				$ 4,000						$ 4,000
						$ (4,000)						$ (4,000)
S #7	PW	General Sewer Plan							$ (50,000)			$ (50,000)
S #8	PW	Step Pumping							$ (125,000)			$ (125,000)
S #9	Debt	Update W/S loan payments for draws							$ (125,356)			$ (125,356)
												$ -
		Total Supplemental	$ (198,220)		$ -	$ (13,500)	$ -	$ -	$ (300,356)	$ -	$ -	$ (512,076)
		Net Budget Adjustment	$ (511,992)		$ (320,126)	$ (105,284)	$ (18,323)	$ (16,250)	$ (337,281)	$ 35,126	$ (2,365)	$ (1,276,495)
		Total Adjusted Fund Balance	**$ 4,571,126**	**21%**	**$ 392,293**	**$ 1,431,388**	**$ 2,192,590**	**$ 2,177,078**	**$ 6,946,074**	**$ 6,938,801**	**$ 2,275,069**	