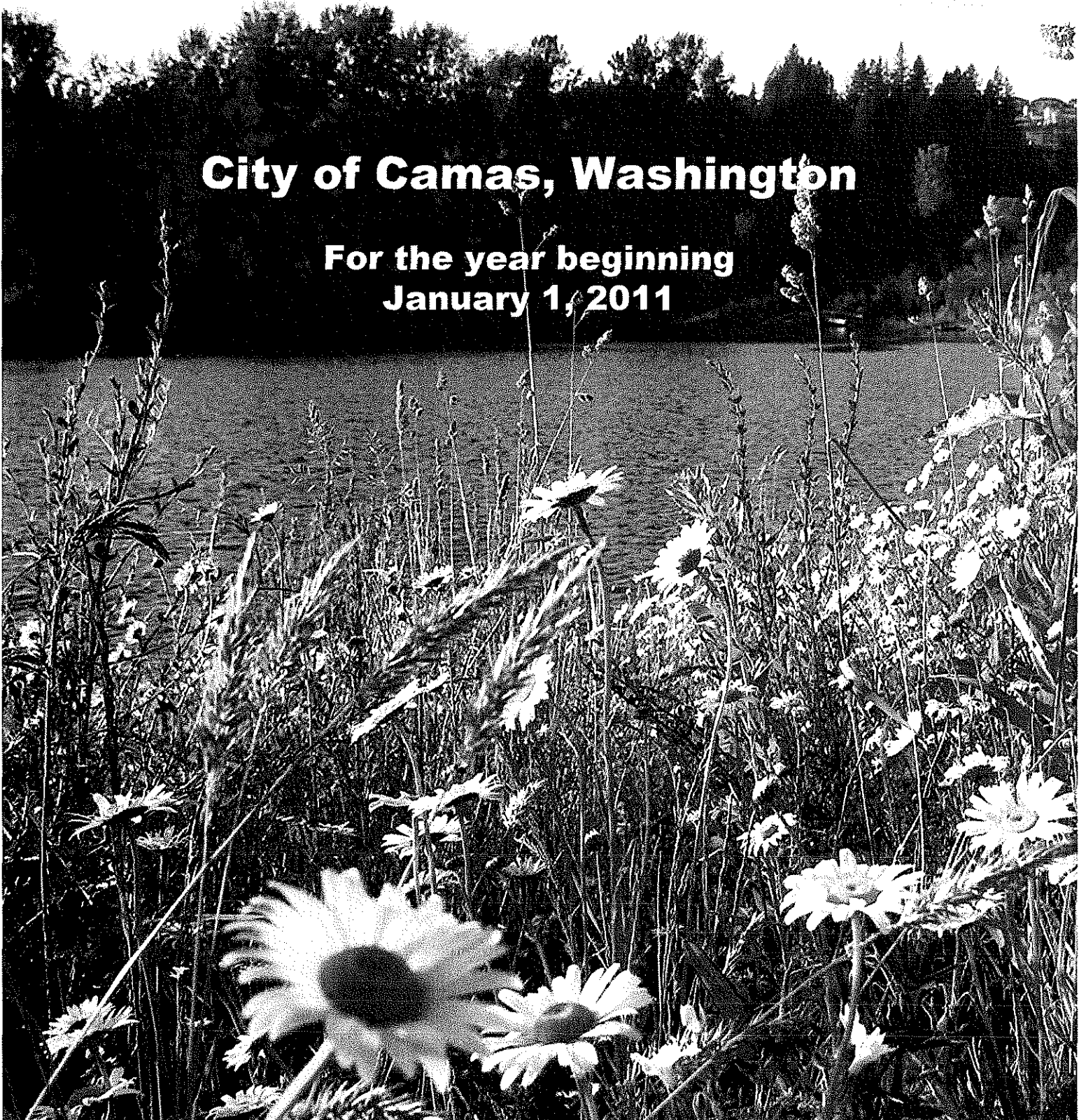


BUDGET 2011

City of Camas, Washington

**For the year beginning
January 1, 2011**



**CITY OF CAMAS, WASHINGTON
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CITY OF CAMAS

City Administrator

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Camas, Washington 98607

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<http://www.ci.camass.wa.us>

To: Mayor and Council
From: Lloyd Halverson, City Administrator
Date: October 29, 2010
Subject: **October Adjusted 2011 Budget Summary Memorandum**

Mayor and Council,

This memo is to summarize the revised, proposed, 2011 City of Camas Budget.

The focus is on the General Fund and related budgets. These specifically include the General Fund, Street Fund, Cemetery Fund and EMS Fund. All of these are interrelated and have been adversely affected by the decline in assessed value and related property tax revenues. As you are aware, the City of Camas assessed value for property tax purposes has declined by approximately 7.6%. This resulted in an approximate \$720,000 decline in revenue in the Camas City General Fund. The County Assessor's Office informed us of this assessed value decline on Sept. 24th. This was after the first draft of a proposed budget was composed and distributed. The October 29 version benefitted from City Council's discussion on October 4th and makes very substantial adjustments to the proposed budget to deal with the unforeseen shortfall. At that time, Council set a goal to meet the General Fund Reserve Policy guidance of maintaining a 17% General Fund Reserve. This proposal is shaped and driven by that central guidance and direction. **The proposed package will meet the goal.**

Process and Content: To meet the goal, a working group of the department heads met as a group several times between October 6th and this date. Intensive work by individual department heads followed the working group meetings. Suggestions from line staff as well as managers were received and—within the brief time—reviewed. The working group discussions were collaborative and open. We have fashioned a series of steps which will meet the goal.

The expenditure reductions will have consequences. Some results will be very visible almost immediately. As an example, park grounds will not be as green or frequently mown. The grass will be watered less and fertilized less. This will be noticeable. Fewer seasonal employees in parks and public works will have effects. Some street, facility and cemetery maintenance tasks will be less prompt, and some maintenance will be deferred. With fewer staff hours, library lines and waiting time will likely lengthen; library hours will be reduced. A previously proposed police officer hiring has been deleted; thus, the envisioned additional emphasis on traffic enforcement is not funded. City of Camas Fire/EMS staffing will have fewer personnel (FTEs) with the end of the East County Fire

and Rescue Contract. (Although we believe it is very likely that two staff leaving Camas' payroll will go to ECFR's employment, and thus these firefighter/IV techs will remain in the East County area and in their chosen occupation). Community Development will defer a much needed professional position. The Camas pool will be open fewer days. Less visible will be the reduction in internal service as a full-time accountant position is not refilled after an announced retirement. These are a few examples of the reductions in the City's expenditure path which are part of the proposed budget.

The spending reductions have touched all the City's departments. This integrated package of reductions was produced collaboratively by the City's staff leadership team, in a short period of time. *The reductions do not reflect a "simple percentage—across the board—reduction"*. The work of the leadership staff was done quickly to meet council's schedule. In the rapid adjustment, estimates were made, and revised. The process moved very fast, and there are parts of the attached departmental detail which should be regarded as best estimates as opposed to precise figures. Also, since much of the budget is "interconnected", those who wish to follow the interconnections are advised to be patient with the detail. As examples, reductions in vehicles accounted for in the Equipment Rental Fund, have "ripple effects" into several line items in the General Fund budget.

Summary of the expenditure reductions (as compared with the September 24 version of the budget), by broad categories:

Administration (incl. Exec, Council, Finance, IT, HR, and others)	\$127,400
Recreation	\$ 60,000
Parks Maintenance	\$46,000
Police	\$145,500
Fire	\$111,300
Library	\$49,400
Community Development	\$99,700
Street Fund	\$42,700
Cemetery Fund	\$6,800
Total Reductions	\$688,800
Net Revenue Changes (i.e. less pool rev., infractions, add misc. Oct. rev. adjust)	-14,800
General Fund Estimated Reductions:	NET \$674,000
Further Personnel Cost Reductions:	\$150,000+
Total General Fund and Related Reductions:	Est. upwards of \$800,000
General Fund Reserves	
12-31-09 Actual \$3.4M 22% of \$15.6 GF actual	
12-31-10 Est. \$3.5M 22% of \$15.8 GF budget	
12-31-11 Est. \$2.7M 17% of \$15.9 GF proposed	
Emergency Medical Service (EMS) Fund	\$56,300
Reduction from 9/24/10 draft proposed budget	

Overall, the proposed General Fund Budget meets the council's guidance and is reasonably prudent. The expenditure reductions, and expected further staff cost reductions meet or exceed the \$800,000 target. The revised budget proposal points to more than \$650,000 in identified net reductions from the prior budget submittal.

Further Personnel Cost Savings: We estimate that additional 2011 personnel cost savings of upwards of \$150,000 will be achieved. These will be derived from a combination of cost reductions. The sources are expected to include: cost reductions arrived at through good-faith bargaining with the City's labor unions (all contracts are open); voluntary furloughs; further natural attrition of the workforce, changes in patterns of "holiday pay cash out" and attention to opportunities for re-organizations and partnerships. It is recommended that Council continue to actively monitor budgets, expect periodic updates, review position vacancies and any staffing requests, and generally press management/leadership to meet and exceed all these goals.

Based on what we know now, the projection is that the General Fund will retain the goal of 17% reserves at the end of the 2011 budget year. The package will also allow a detailed "budget book" to be produced and the full budget reviewed and adopted on the necessary timeline. It is acknowledged that events will require careful monitoring of our finances, and may require another round of revisions in the course of 2011.

In the following pages, you will find summary notes from the various departments regarding the expenditure reductions. Additionally, the first two pages illustrate changes in our largest "cost driver", staffing. The first staffing chart shows the proposed staffing in the original September 24th draft budget. The second shows the proposed staffing in this revised proposed budget. The October 29th budget proposes a FTE level which is not only lower than the prior draft. **The proposed total staffing levels for 2011 revert to levels of five years ago.** This in the face of increasing population illustrates the budget pressures. For the General Fund supported staffing, the 2011 budget proposes a total FTE count of 116.7, which is similar to the 2005 General fund level of 114.2 FTE. For all funds (including utilities), the 2011 budget proposes a total of 176.4 FTE, which returns the City "all funds" staffing levels to the 2006 level of 176. This is in the face of an approximate 10 percent population growth in those years.

Departmental Notes: The notes do not follow a uniform pattern and were produced on different dates. They are guides to departmental reductions; the very detailed "BARS coded" details are included in the line-by-line budget print out which forms the detail of this November 1st budget proposal. The familiar, detailed "budget book" will be produced after the November 1st Council Budget Worksession. In the end, the key "controlling document" will (as always) be the budget ordinance which needs to be adopted by council in December.

Full Draft Budget: The full draft budget is distributed today (October 29th) to your mail boxes. As you know, it is quite detailed and lengthy.

Summary and Recommended Path Forward

This is a difficult budget, for difficult times. It strikes a reasonable balance between public service needs, and the need to maintain a reasonable level of reserves. The proposed budget meets the council's guidance regarding expenditure reductions and general fund reserves. It proposes no new taxes. It calls for teamwork and common dedication.

The next step is council's review and modifications as council may determine. Then, the "budget book" should be prepared with all its detail and thoroughness. It is proposed that this year a special worksession be held on November 22nd to conduct the review of the "budget book". Then, with whatever modifications need to be made, the budget can move on toward adoption in December. A reprint of the budget schedule is attached at the end of the packet for your reference. City officials will need to carefully monitor events which affect the budget into 2011, and potentially adjust to new circumstances as the year unfolds.

The Mayor's direction and the collaboration and work of the staff in producing this adjusted budget proposal are gratefully acknowledged and appreciated.

Sincerely,



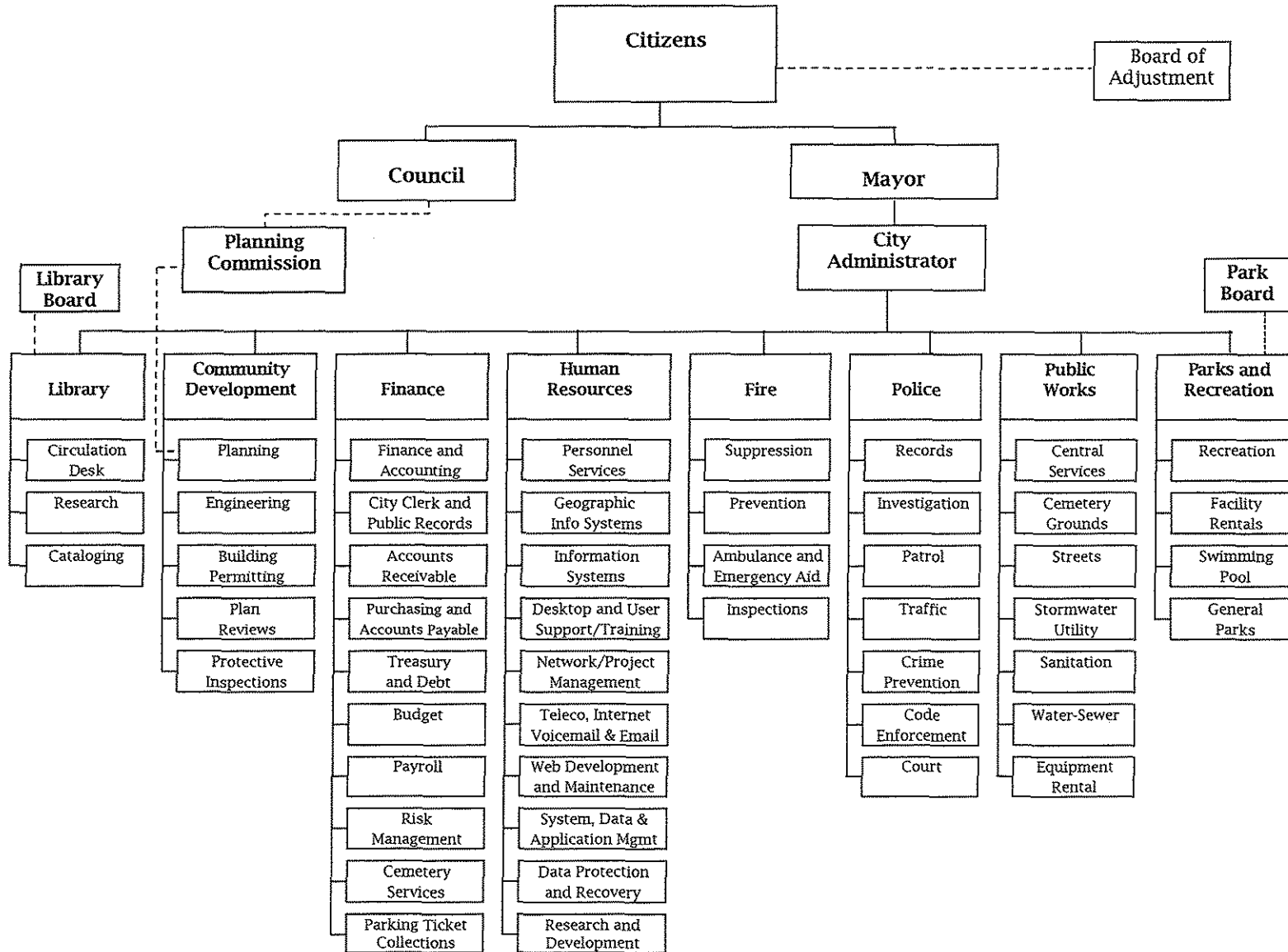
Lloyd Halverson
City Administrator

City of Camas, Washington

Calendar for the 2011 Budget

Date	Steps in Budget Procedure
July 21, 2010	Finance Director distributes instructions and forms to departments for 2011 budget preparation.
August 31, 2010	Departments file 2 copies of their budget, one to City Administrator and one to Finance Director.
Sept 3, 2010	Finance Department projects revenues and compiles first draft of preliminary budget.
Sept 5 – Sept 21, 2010	City Administrator and Finance Director conduct departmental hearings to determine budget to be presented by the Mayor to the City Council.
September 27, 2010	Proposed preliminary budget distributed to the City Council.
October 4, 2010	Council reviews proposed 2011 budget at workshop.
Sept 27 – Oct 18, 2010	Mayor and City Administrator prepare budget message.
October 25, 2010	Finance Department compiles proposed budget document and distributes to the City Council for their review.
November 1, 2010	Council holds workshop to review and discuss proposed 2011 budget. Proposed budget document is available to the public.
Nov 2 and Nov 9, 2010	Publish notice of tax levy hearing and statement of availability of proposed budget by November 16, 2010.
November 15, 2010	Council option of additional workshop review and discuss proposed 2011 budget.
November 15, 2010	Council holds public hearing and passes ordinance fixing 2011 tax levy. Finance Director notifies Clark County Assessor and County Commissioners of tax levy.
November 22, 2010 Nov 23 and Nov 30, 2010	Post preliminary budget on website. Publish notice of budget hearing.
December 6, 2010	Council holds budget hearing; can be continued to subsequent council meetings in December.
December 2010	Council passes 2011 budget and budget ordinance is published.

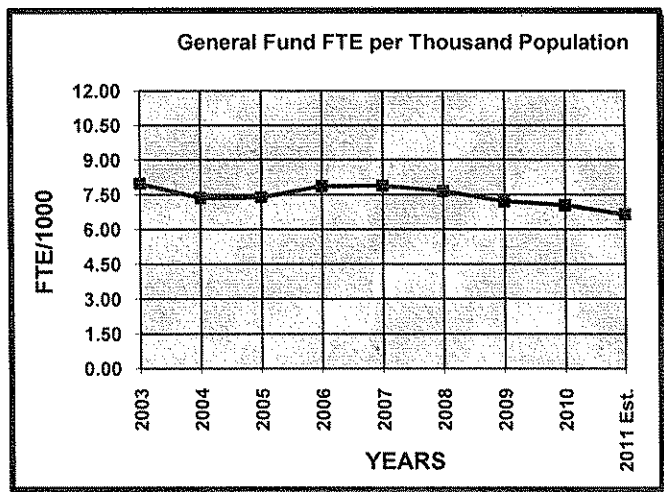
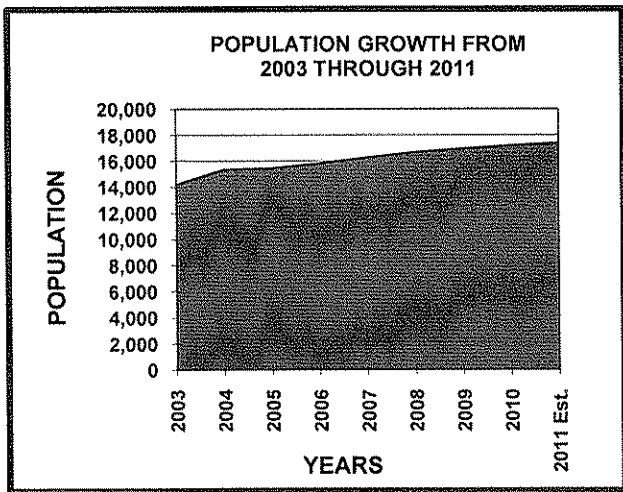
CITY OF CAMAS



CITY OF CAMAS, WASHINGTON
Employees (Full Time Equivalents)
Nine Years 2003-2011

DEPARTMENT	2003	2004	2005	2006	2007	2008	2009	2010	2011
Executive	1.50	1.50	1.50	1.50	1.50	1.50	1.45	1.45	1.45
Finance	7.00	7.00	7.25	8.00	8.00	8.00	7.88	8.00	7.75
Personnel	1.00	1.00	1.00	1.00	1.00	1.10	1.15	1.15	1.15
Law Enforcement	27.48	27.48	27.70	31.00	32.00	32.00	30.67	29.70	29.70
Fire Control	23.40	23.40	22.90	22.40	21.50	22.08	22.20	22.20	20.90
Detention & Correction	1.48	1.48	1.48	1.48	1.48	1.53	1.68	1.68	1.68
Protective Inspections	5.00	5.00	5.50	6.50	6.00	6.00	4.00	4.00	4.10
Information Systems	2.50	2.50	2.50	2.50	3.00	3.00	3.00	4.00	4.00
Engineering & Administration	13.00	13.00	13.00	14.75	15.17	14.73	13.40	12.40	12.80
Central Services	0.13	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25
Planning	4.00	3.50	3.92	4.38	4.88	4.88	4.88	4.88	3.30
Parks	14.05	14.05	14.51	15.99	17.28	16.86	16.14	16.14	13.59
Downtown Vision Coalition	0.30	0.30	0.20	0.13	0.13	0.13	0.13	0.13	0.00
Library	12.55	12.55	12.55	14.53	16.16	15.91	15.41	15.41	15.10
Total General Fund	113.38	113.00	114.25	124.39	128.33	127.95	122.22	121.38	115.77
Street	8.63	8.17	7.88	8.38	8.38	8.53	7.74	7.44	6.55
Cemetery	0.00	0.00	0.00	0.00	1.33	1.50	1.25	1.25	1.05
Emergency Rescue	15.10	15.10	15.10	15.60	17.25	17.68	23.76	23.30	20.10
Fisher Basin Storm Water	1.00	1.00	-	-	-	-	-	-	-
Sanitary	3.25	3.25	3.86	4.11	4.11	4.11	4.11	4.11	4.10
Water-Sewer	16.00	16.00	16.53	17.34	17.84	17.84	19.00	19.00	19.25
Storm Drainage Utility	-	-	2.33	2.20	2.70	2.80	3.05	4.35	4.50
Equipment Rental	4.50	4.50	4.53	4.11	4.11	4.11	4.05	4.05	4.10
TOTALS	161.85	161.01	164.48	176.13	184.05	184.52	185.18	184.88	175.42
POPULATION	14,200	15,360	15,460	15,880	16,280	16,700	16,950	17,210	17,400

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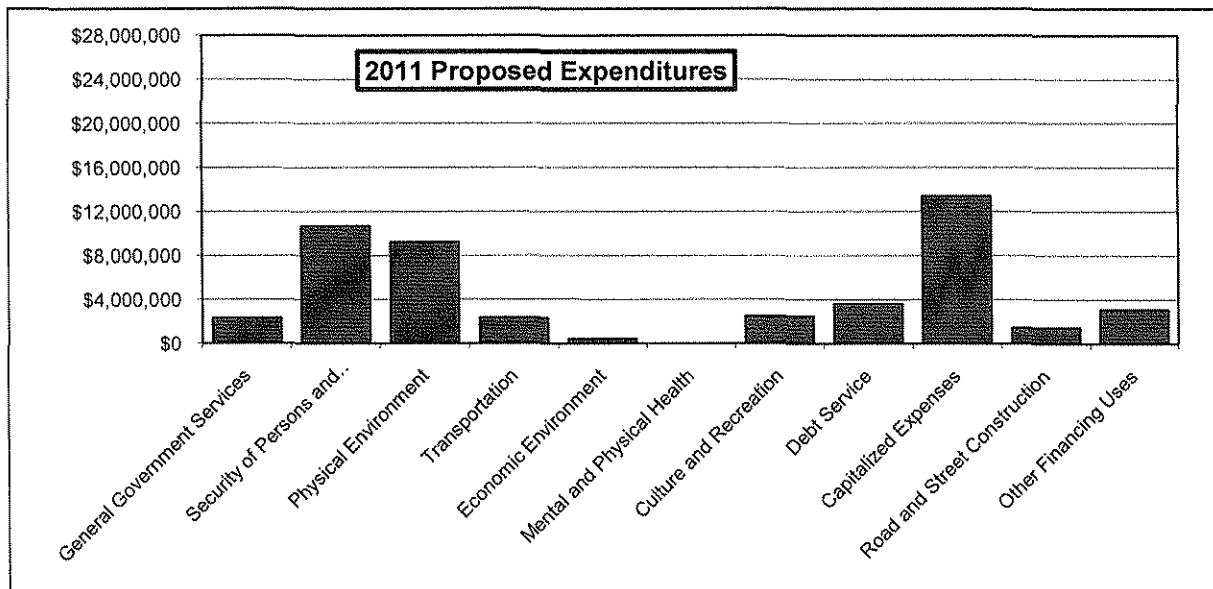


**City of Camas, Washington
2011 Budget Summary
Revenues Classified by Source**

	2009 Adopted Budget	2010 Amended Budget	2011 Proposed Budget
Taxes	\$ 14,569,750	\$ 14,385,636	\$ 14,025,602
Licenses and Permits	377,250	355,400	636,530
Intergovernmental Revenues	5,013,418	5,393,605	4,504,879
Charges for Services	12,763,267	14,046,383	14,728,667
Fines and Forfeits	274,000	281,500	248,700
Miscellaneous Revenues	1,959,964	1,617,072	1,595,049
Other Income	500	12,292	550,000
Other Financing Sources	17,715,709	15,470,235	11,229,514
Budgeted Fund Balance	3,202,841	3,697,074	1,670,264
Total Revenues	\$ 55,876,699	\$ 55,259,197	\$ 49,189,205

Expenditures by Function

	2009 Adopted Budget	2010 Amended Budget	2011 Proposed Budget
General Government Services	\$ 2,151,176	\$ 2,168,870	\$ 2,335,587
Security of Persons and Property	10,993,667	10,825,522	10,687,677
Physical Environment	9,595,286	10,016,241	9,227,172
Transportation	1,547,647	1,515,476	2,355,180
Economic Environment	1,598,020	663,160	452,459
Mental and Physical Health	4,200	4,000	3,750
Culture and Recreation	2,572,870	2,624,907	2,513,086
Debt Service	3,817,817	3,835,284	3,634,680
Capitalized Expenses	20,557,689	18,722,234	13,424,600
Road and Street Construction	460,000	1,913,229	1,451,500
Other Financing Uses	2,578,327	2,970,274	3,103,514
Total Expenditures/Expenses	\$ 55,876,699	\$ 55,259,197	\$ 49,189,205



**City of Camas, Washington
2011 Annual Budget**

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

	General Fund	SPECIAL REVENUE FUNDS				Debt Service Funds	CAPITAL PROJECT FUND
		City Streets	Emergency Rescue	Hotel-Motel Lodging Tax	Cemetery		Growth Mgmt.
Appropriated Fund Balance	\$ 881,454	\$ -	\$ 142,866	\$ 2,000	\$ -	\$ -	\$ 339,680
REVENUES:							
310 Taxes	11,455,500	-	892,000	3,500	-	924,602	750,000
320 Licenses & Permits	471,300	-	-	-	-	-	-
330 Intgovt. Revenues	558,897	1,084,482	966,500	-	-	-	1,895,000
340 Chgs. for Services	2,054,883	-	878,500	-	35,000	-	605,000
350 Fines & Forfeits	234,700	-	14,000	-	-	-	-
360 Misc. Revenues	118,350	-	1,300	-	150	-	15,000
Total Est. Revenues	14,893,630	1,084,482	2,752,300	3,500	35,150	924,602	3,265,000
370 Other Income	-	-	-	-	-	-	-
390 Other Est. Fin. Source	-	-	-	-	-	-	-
Bond Proceeds	-	-	-	-	-	-	-
Loan Proceeds	-	-	-	-	-	-	-
Transfers In	15,000	1,841,867	-	-	124,967	569,680	-
Total Est. Resources	\$ 15,790,084	\$ 2,926,349	\$ 2,895,166	\$ 5,500	\$ 160,117	\$ 1,494,282	\$ 3,604,680
APPROPRIATIONS:							
510 General Govt. Services	\$ 2,310,587	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
520 Sec. of Person & Prop	7,792,511	-	2,895,166	-	-	-	-
530 Physical Environ.	1,381,357	-	-	-	140,117	-	-
540 Transportation	-	1,474,849	-	-	-	-	-
550 Economic Environ.	446,959	-	-	5,500	-	-	-
560 Mental & Phy. Health	3,750	-	-	-	-	-	-
570 Culture & Recreation	2,513,086	-	-	-	-	-	-
590-598 Other Type Exp.	-	-	-	-	-	-	-
591 Debt Service	-	-	-	-	-	1,494,282	-
594 Capitalized Exp.	95,000	-	-	-	20,000	-	2,300,000
595 Road & Street Const.	-	1,451,500	-	-	-	-	-
Total Appropriations	14,543,250	2,926,349	2,895,166	5,500	160,117	1,494,282	2,300,000
Est. Other Financing Uses:	-	-	-	-	-	-	-
Transfers Out	1,246,834	-	-	-	-	-	1,304,680
Total Estimated Uses	\$ 15,790,084	\$ 2,926,349	\$ 2,895,166	\$ 5,500	\$ 160,117	\$ 1,494,282	\$ 3,604,680

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

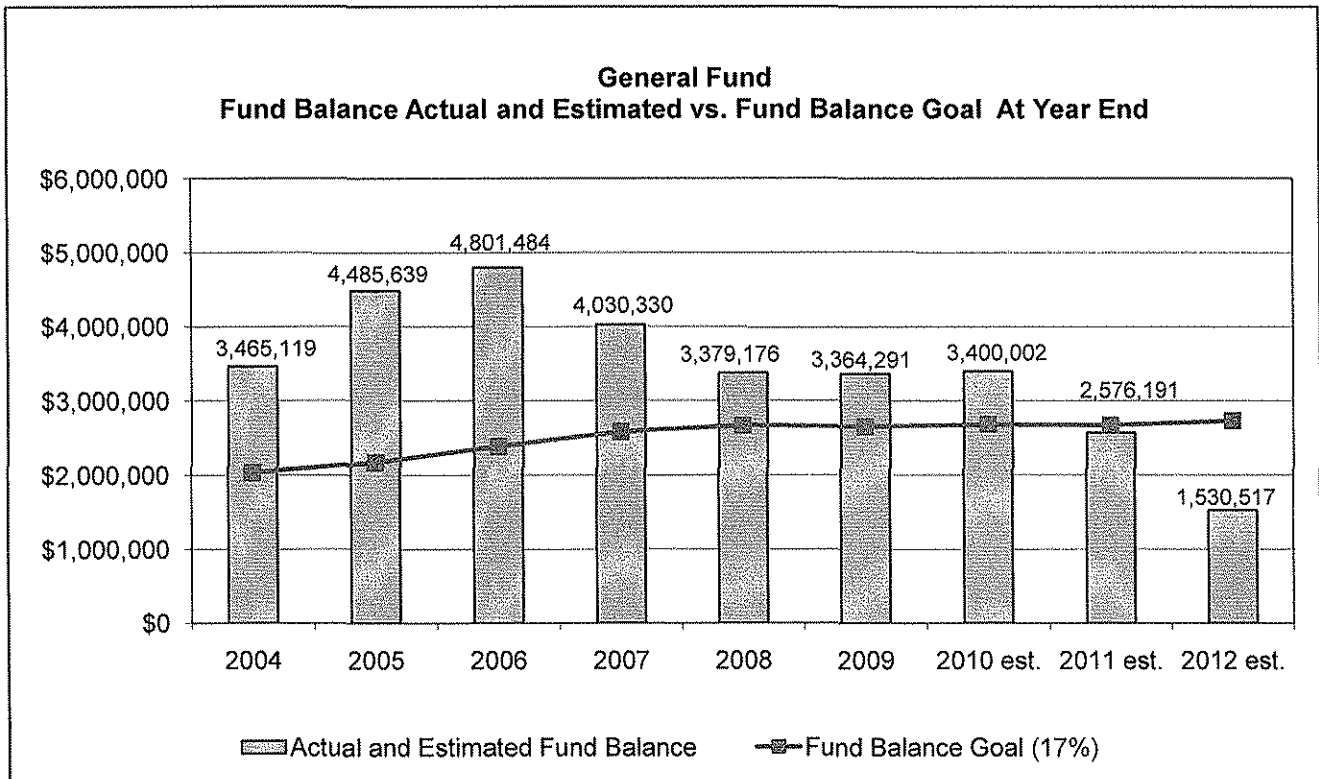
PROPRIETARY FUNDS						Firemen's Pension Fund	Total All Funds
Storm Drainage Utility	City Sanitary	Water - Sewer	WWTP Construction	Capital Reserve	Equipment Rental		
\$ 108,216	\$ -	\$ 66,000	\$ -	\$ -	\$ 130,048	\$ -	\$ 1,670,264
-	-	-	-	-	-	-	14,025,602
165,230	-	-	-	-	-	-	636,530
-	-	-	-	-	-	-	4,504,879
955,000	1,892,734	8,307,050	-	-	500	-	14,728,667
-	-	-	-	-	-	-	248,700
3,500	4,000	125,880	2,369	2,000	1,297,500	25,000	1,595,049
1,123,730	1,896,734	8,432,930	2,369	2,000	1,298,000	25,000	35,739,427
-	-	-	-	550,000	-	-	550,000
-	-	-	-	-	-	-	-
-	-	-	8,126,000	-	-	-	8,126,000
-	-	180,369	371,631	-	-	-	3,103,514
<u>\$ 1,231,946</u>	<u>\$ 1,896,734</u>	<u>\$ 8,679,299</u>	<u>\$ 8,500,000</u>	<u>\$ 552,000</u>	<u>\$ 1,428,048</u>	<u>\$ 25,000</u>	<u>\$ 49,189,205</u>
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 2,335,587
-	-	-	-	-	-	-	10,687,677
790,946	1,896,734	5,018,018	-	-	-	-	9,227,172
-	-	-	-	-	880,331	-	2,355,180
-	-	-	-	-	-	-	452,459
-	-	-	-	-	-	-	3,750
-	-	-	-	-	-	-	2,513,086
-	-	2,079,181	-	-	61,217	-	3,634,680
441,000	-	1,582,100	8,500,000	-	486,500	-	13,424,600
-	-	-	-	-	-	-	1,451,500
1,231,946	1,896,734	8,679,299	8,500,000	-	1,428,048	25,000	46,085,691
-	-	-	-	552,000	-	-	3,103,514
<u>\$ 1,231,946</u>	<u>\$ 1,896,734</u>	<u>\$ 8,679,299</u>	<u>\$ 8,500,000</u>	<u>\$ 552,000</u>	<u>\$ 1,428,048</u>	<u>\$ 25,000</u>	<u>\$ 49,189,205</u>

**Summary of Estimated Appropriations By Fund
Actual for 2009 and Appropriations for 2010 and 2011**

	Actual Expenditures 2009	Actual Appropriations 2010	Estimated Required 2011
GENERAL FUND	<u>\$ 16,112,061</u>	<u>\$ 15,794,286</u>	<u>\$ 15,790,084</u>
SPECIAL REVENUES:			
City Street	1,994,632	3,428,705	2,926,349
Emergency Rescue	3,291,480	3,456,827	2,895,166
Fire Equipment Cumulative Reserve	458,840	-	-
Hotel-Motel Lodging Tax	-	3,000	5,500
Cemetery	154,316	154,142	160,117
TOTAL SPECIAL REVENUE FUNDS	<u>5,899,268</u>	<u>7,042,674</u>	<u>5,987,132</u>
DEBT SERVICE FUNDS:			
Unlimited Tax G.O. Bond Redemption	686,980	622,123	624,069
Limited Tax G.O. Bond Redemption	913,853	875,951	870,213
Local Improvement Debt Service	4,700	-	-
TOTAL DEBT SERVICE FUNDS	<u>1,605,533</u>	<u>1,498,074</u>	<u>1,494,282</u>
CAPITAL PROJECT FUNDS:			
Growth Management Capital Project	4,939,577	5,477,392	3,604,680
Library Construction Fund	550,000	275,000	-
TOTAL CAPITAL PROJECT FUNDS	<u>5,489,577</u>	<u>5,752,392</u>	<u>3,604,680</u>
ENTERPRISE FUNDS:			
Storm Drainage Utility	873,196	1,332,246	1,231,946
City Sanitary	2,187,330	1,925,848	1,896,734
Water-Sewer	10,690,506	12,036,995	8,679,299
WWTP - PWTF Construction	11,629,554	8,500,000	8,500,000
PWTF - NW 38th Avenue	-	94,240	-
Water-Sewer Capital Reserve	-	12,292	552,000
TOTAL ENTERPRISE FUNDS	<u>25,380,586</u>	<u>23,901,621</u>	<u>20,859,979</u>
INTERNAL SERVICE FUNDS:			
Equipment Rental	<u>1,364,674</u>	<u>1,245,150</u>	<u>1,428,048</u>
FIDUCIARY FUNDS:			
Firemen's Pension	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>
TOTAL	<u><u>\$ 55,876,699</u></u>	<u><u>\$ 55,259,197</u></u>	<u><u>\$ 49,189,205</u></u>

**2011 Schedule of
Transfers Out/ Transfers in**

TRANSFERS FROM	TRANSFERS TO	AMOUNT	PURPOSE FOR TRANSFER
General Fund	Street Fund	\$ 1,141,867	Street operations and construction
General Fund	Cemetery Fund	104,967	Cemetery operations
Growth Management Fund	General Fund	15,000	Network infrastructure
Growth Management Fund	Street Fund	300,000	NE 38th Ave PE/Right-of-Way
Growth Management Fund	Street Fund	400,000	Roadway Preservation
Growth Management Fund	Cemetery	20,000	Niche Wall construction
Growth Management Fund	LTGO Bond Redemption	569,680	Debt payments for: SE 1st Street Road Improvements, Fire Engine, Parker Street, and 2002 street reconstruction
Water/Sewer Capital Reserve	Water/Sewer Fund	180,369	Water/Sewer construction projects
Water/Sewer Capital Reserve	WWTP - PWTF Fund	371,631	Wastewater Treatment Plant project
Total Transfers:		<u>\$ 3,103,514</u>	



GENERAL FUND

THREE YEAR PROJECTIONS

	Projected Revenue 2011	Projected Revenue 2012	Projected Revenue 2013
Beginning Appropriated Fund Balance	\$ 881,454	\$ 1,045,674	\$ 892,775
Revenues			
Taxes:			
Real & Personal Property	8,900,000	9,025,000	9,250,000
Private Harvest Tax	-	-	-
Local Retail Sales & Use Taxes	1,925,000	1,850,000	1,900,000
Local Criminal Justice	165,000	175,000	185,000
Natural Gas Franchise	185,000	190,000	195,000
Franchise-Sanitary	5,500	6,000	6,500
Television Cable	255,000	260,000	265,000
Gambling-Punch/Pull Tabs	20,000	22,000	25,000
Penlts & Int. Oth. Taxes	-	-	-
Total Taxes	11,455,500	11,528,000	11,826,500
Licenses and Permits:			
Police & Protective	400	400	400
Other Business Licenses	500	500	500
Franchise Fees - Telecommunic.	1,000	1,000	1,000
Buildings, Structures, Equip.	450,000	468,000	486,000
Building & Structures - Fire	9,500	10,000	10,500
Animal Licenses	4,300	4,500	4,800
Street & Curb Permits	4,000	4,000	4,000
Other Nonbusiness Lic. & Permits	1,600	2,100	2,200
Total Licenses and Permits	471,300	490,500	509,400
Intergovernmental Revenue:			
Federal Indirect Grant - Traffic Safety	500	500	500
State Grant - WA Assoc. of Sheriffs/Police	4,600	-	-
Pud Privilege Tax	165,000	168,300	175,000
Crim. Just. - Population	4,130	4,200	4,300
Crim Justice - Special Programs	13,940	14,500	15,000
DUI - Cities	3,300	4,000	5,000
Fire Ins. Premium Tax	37,000	37,000	38,000
Liq Excise Tax	85,706	87,000	90,000
Liq Board Profits	126,321	135,000	140,000
Shared Costs - Court	59,400	62,000	65,000
Intergov.-Law Protection	50,000	50,000	50,000
Drug Enforcement	7,500	6,500	7,000
ARRA Fed Indirect Grant - JAG (Police)	1,500	-	-
Total Intergovernmental Revenue	558,897	569,000	589,800
Charges for Goods and Services:			
Civil Probation Filing	100	-	-
Clerks Record Services	300	400	500
Court Fees	3,500	3,700	3,900
Other Statutory Cert Copies	100	100	100
Sales Of Maps & Publications	3,000	3,000	3,200

GENERAL FUND

THREE YEAR PROJECTIONS

	Projected Revenue 2011	Projected Revenue 2012	Projected Revenue 2013
Duplicating Of Public Records	2,000	2,000	2,200
Copies-Taxable	5,000	5,200	5,400
Sales Of Merchandise	-	100	150
Employee Benefit Program Service	-	-	-
Other General Governmental	200	200	200
Law Enforcement Services	5,000	5,250	5,500
Law Enforcement - SRO	50,000	51,500	53,045
Adult Probation Services	-	-	-
Protective Inspection Fees	3,000	3,000	3,200
Construction Inspection Fees	20,000	30,000	40,000
Emergency Service Fees	13,000	13,000	15,000
Crime Conviction Fee	4,000	4,000	4,500
Zoning & Subdivision Fees	100,000	110,000	120,000
Plan Checking Fees	275,000	250,000	275,000
Plan Check Fees - Fire	8,000	8,000	9,000
Plan Review/Eng.& Planning	20,000	25,000	35,000
Other Planning Fees	20,000	22,000	25,000
Swimming Pool Admissions	15,000	22,000	23,000
P.E. School District - Pool	-	-	-
Swim Lessons	33,200	47,000	50,000
Recreation - Camps	35,000	36,000	37,000
Recreation - Youth Sports	30,000	32,000	33,000
Recreation - Adult Sports	35,000	36,000	37,000
Recreation - Senior Citizens	-	-	-
Recreation - Youth Programs	7,000	8,000	9,000
Adult Programs	9,000	9,500	10,000
Recreation - Miscellaneous	5,000	5,000	5,250
Administration Services	74,295	75,781	77,297
Budget Acctng Auditing Services	518,564	476,122	485,644
Legal Services	11,152	11,375	11,603
Human Resources	54,408	55,496	56,606
Information Technology/GIS	153,727	156,802	159,938
Central Services-Bldg Rental	41,604	42,436	43,285
Engineering Services	499,733	509,728	519,922
Total Charge for Goods and Services	2,054,883	2,059,690	2,159,440
Fines and Forfeits:			
Mandatory Insur. Costs	2,000	2,500	3,000
Traffic Infract.-Nonparking	105,000	115,000	125,000
Other Nonparking Infraction	500	700	1,000
Parking Violation	18,000	21,000	22,000
Parking Violation Penalties	2,000	2,000	2,000
Driving While Intox.	12,000	12,000	14,000
Other Criminal Traffic	15,000	16,000	17,000
Other Nontraffic Misdemeanors	17,000	18,000	19,000
Criminal Costs	47,000	49,000	50,000
Criminal Costs - Jury Duty	-	-	-
Public Defense Costs Recovery	10,000	12,000	14,000

GENERAL FUND

THREE YEAR PROJECTIONS

	Projected Revenue 2011	Projected Revenue 2012	Projected Revenue 2013
Library Fines and Lost Books	6,200	6,500	6,600
Total Fines and Forfeits	234,700	254,700	273,600
Miscellaneous Revenues:			
Investment Interest	10,000	20,000	20,000
Int On Contracts, Notes, Receivable	17,000	18,000	19,000
Space & Fac Rents Short-term	1,500	1,700	2,000
Space\Fac Rents-Com Ctr Sht/tm	12,000	12,500	13,000
Space & Facilities Leases L/T	7,100	-	-
Comm. Ctr-Fac. & Space Rnt L/T	-	-	-
Housing Rentals & Leases	16,000	13,000	14,000
Other Rents and Use Charges	18,000	18,000	20,000
Contrib From Private Sources	12,500	7,500	7,500
Private Grants	5,000	5,000	5,000
Sale Of Junk Or Salvage	200	200	300
Unclaimed Money - Police	50	100	100
Forfeited/Confiscated Evidence	1,000	2,000	2,000
Cashier Overage and Shortage	-	-	-
Other Misc. Revenue	18,000	20,000	22,000
Total Miscellaneous Revenues:	118,350	118,000	124,900
Other Financing Sources:			
Transfers In	15,000	-	-
Total Other Financing Sources	15,000	-	-
Total Estimated Revenues	14,908,630	15,019,890	15,483,640
Total Estimated Resources	\$15,790,084	\$16,065,564	\$16,376,415
Expenditures			
Transfer Out to Street Fund	\$1,141,867	\$ 1,119,346	\$ 1,129,433
Transfer Out to Cemetery Fund	104,967	108,000	112,000
Legislative	87,900	89,658	91,451
Judicial	273,000	278,460	284,029
Executive	225,505	230,015	234,615
Finance Department	674,139	687,622	701,374
Legal Services	102,600	104,652	106,745
Human Resources	166,473	169,802	173,199
Other General Governmental Services	163,760	167,035	170,376
Law Enforcement	4,027,553	4,112,207	4,194,451
Fire	2,882,364	2,940,011	2,998,812
Detention and/or Correction	461,857	471,094	480,516
Emergency Services	17,000	17,340	17,687
Information Systems/GIS	499,944	509,943	520,142
Engineering	1,282,263	1,307,908	1,334,066
Planning	439,659	448,452	457,421
Other Physical Environment	93,500	95,370	97,277
Parks & Recreation	1,336,684	1,363,418	1,390,686
Protective Inspection	403,737	411,812	420,048

GENERAL FUND

THREE YEAR PROJECTIONS

	Projected Expenditures 2011	Projected Expenditures 2012	Projected Expenditures 2013
Central Services	141,610	144,442	147,331
Information and Outreach	7,300	7,446	7,595
Community Ed. & Senior Programs	3,000	3,060	3,121
Library	1,173,402	1,196,870	1,220,807
Library Books and Other Materials	80,000	81,600	83,232
Total Expenditures	<u>\$15,790,084</u>	<u>\$16,065,564</u>	<u>\$16,376,415</u>

STREET FUND

THREE YEAR PROJECTIONS

	Projected Revenue 2011	Projected Revenue 2012	Projected Revenue 2013
Appropriated Fund Balance	\$ -	\$ -	\$ -
Revenues:			
Fed. Indirect Grant - CDBG	298,000	-	-
Fed. Indirect Grant - STP	300,000	-	-
Motor Vehicle Fuel Tax	368,982	380,000	400,000
ARRA Fed. Indirect Grant - Street Lighting	117,500	-	-
Sales of Road Materials	-	5,000	5,000
Charges for Services	-	-	-
Transfers In From TIF's and Reet	700,000	-	-
General Fund Transfer In	1,141,867	1,119,346	1,129,433
Total Revenues	<u>\$ 2,926,349</u>	<u>\$ 1,504,346</u>	<u>\$ 1,534,433</u>
Expenditures			
Roadway preservation	\$ 59,073	\$ 60,254	\$ 61,460
Roadway maintenance	237,524	242,274	247,120
Sidewalk Maintenance	19,740	20,135	20,537
Street Lighting Maintenance	250,221	255,225	260,330
Traffic Control Device Maint.	103,555	105,626	107,739
Snow/Ice Control Maintenance	59,796	60,992	62,212
Roadside Maintenance	47,842	48,799	49,775
Downtown Mall Maintenance	33,173	33,836	34,513
Ancillary Operations Maint.	23,398	23,866	24,343
Maintenance Administration	323,809	330,285	336,891
Gen Services - Road Gen Admin	312,718	318,972	325,352
Training - Road Gen Admin	4,000	4,080	4,162
Total operations and maintenance	<u>1,474,849</u>	<u>1,504,346</u>	<u>1,534,433</u>
Construction projects	1,451,500	-	-
Transfers Out	-	-	-
Total Expenditures	<u>\$ 2,926,349</u>	<u>\$ 1,504,346</u>	<u>\$ 1,534,433</u>

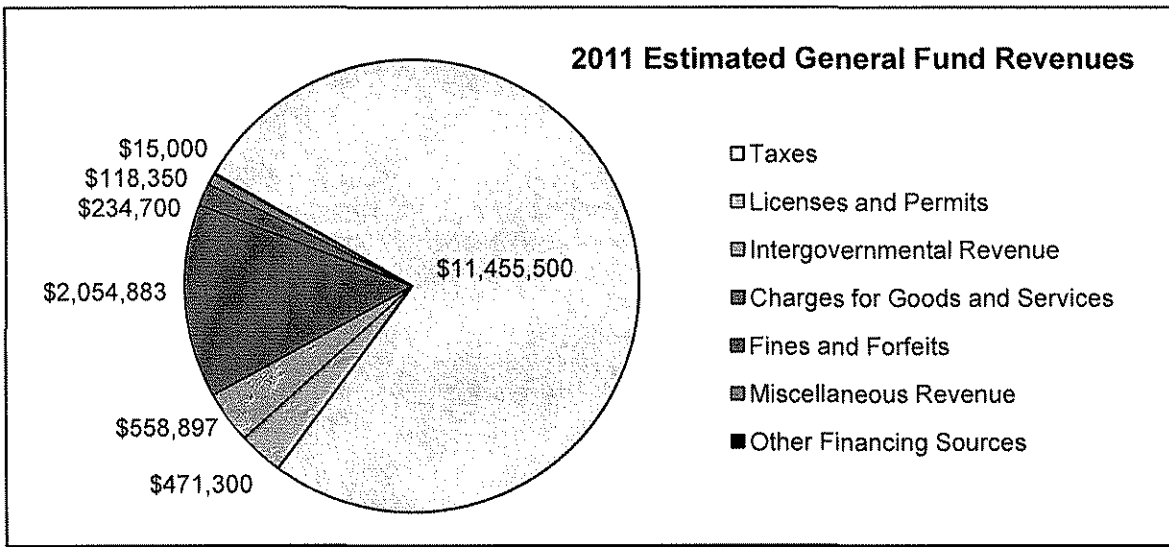
GENERAL FUND SUMMARY

FUNCTION

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

ACTIVITIES AND SERVICES

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



GENERAL FUND REVENUE DETAIL THREE YEAR COMPARISON

FUND NUMBER	Actual Revenue 2009	Adjusted Estimated 2010	Estimated Revenue 2011
001			
291 740 00 Beginning Appropriated Fund Balance	\$ -	\$ 608,570	\$ 881,454
Taxes:			
311 100 00 Real and Personal Property	9,350,153	9,469,200	8,900,000
312 100 00 Private Harvest Tax	39	-	-
313 100 00 Local Retail Sales and Use Taxes	1,739,752	1,750,000	1,925,000
313 710 00 Local Criminal Justice	159,814	160,000	165,000
316 430 00 Natural Gas Franchise	203,235	185,000	185,000
316 450 00 Sanitary Franchise	5,394	6,200	5,500
316 460 00 Television Cable	218,322	220,000	255,000

GENERAL FUND

REVENUE DETAIL THREE YEAR COMPARISON

FUND NUMBER 001	Actual Revenue 2009	Adjusted Estimated 2010	Estimated Revenue 2011
317 510 00 Gambling Taxes	22,151	20,000	20,000
Total Taxes	<u>11,698,860</u>	<u>11,810,400</u>	<u>11,455,500</u>
Licenses and Permits:			
321 300 00 Police and Protective	440	400	400
321 900 00 Other Business Licenses	325	500	500
321 910 00 Telecommunication Franchise	60	-	1,000
322 100 00 Buildings, Structures and Equipment	346,725	340,000	450,000
322 110 00 Buildings, Structures and Equip - Fire	6,920	7,000	9,500
322 300 00 Animal Licenses	3,430	4,000	4,300
322 400 00 Street and Curb Permits	3,331	2,000	4,000
322 900 00 Other Non-Bus Licenses and Permits	1,937	1,500	1,600
Total Licenses and Permits	<u>363,168</u>	<u>355,400</u>	<u>471,300</u>
Intergovernmental Revenue:			
331 165 00 Direct Federal Grants - Secure Our Schools	41,095	-	-
331 166 00 Direct Federal Grant - Ballistic Vest Grant	767	7,152	-
333 140 00 Indirect Federal Grant - CDBG	-	23,750	-
333 206 01 Indirect Federal Grant - DUI (DOTS)	901	-	-
333 206 02 Indirect Federal Grant - Traffic Safety	1,000	-	500
333 453 00 Indirect Federal Grant - IMLS Hard Times Grant	-	24,800	-
333 453 10 Indirect Federal Grant - Library Grant	6,939	-	-
334 017 00 State Grant - Registered Sex Offenders	9,651	4,956	4,600
334 030 10 State Grant - DOE Litter Pick Up	2,938	1,600	-
335 000 91 P.U.D. Privilege Tax	162,335	165,000	165,000
335 020 32 DNR Land Use/Non-timber	6,967	-	-
336 000 99 Streamlined Sales Tax Mitigation	372	1,000	-
336 060 21 Criminal Justice - Population	3,626	4,050	4,130
336 060 26 Criminal Justice - Special Programs	13,841	13,750	13,940
336 060 51 DUI - Cities	5,499	3,000	3,300
336 060 91 Fire Insurance Premium Tax	31,032	31,000	37,000
336 060 94 Liquor Excise Tax	82,146	81,000	85,706
336 060 95 Liquor Board Profits	115,670	140,000	126,321
338 120 00 Shared Costs - Court	18,844	18,844	59,400
338 210 00 County Law Protection	50,000	50,000	50,000
338 211 00 Drug Enforcement	12,744	16,000	7,500
338 260 00 Shared Costs - Fire Services (ECFR)	28,598	19,600	-
339 216 80 ARRA Fed Indirect Grant - JAG	12,228	-	1,500
Total Intergovernmental Revenue	<u>607,193</u>	<u>605,502</u>	<u>558,897</u>
Charges for Goods and Services:			
341 230 00 Civil Probation Filing	219	-	100
341 240 00 Filing and Recording Services	15	-	-
341 280 00 Other Court Filings/Fees	9	-	-
341 320 00 Clerks Record Services	87	300	300
341 330 00 Court Fees	2,560	2,600	3,500
341 350 00 Other Statutory Cert Copies	-	-	100
341 500 00 Sale of Maps and Publications	3,554	2,750	3,000
341 600 00 Printing and Duplicating Services	7,329	6,800	7,000
341 700 00 Sales of Merchandise	269	150	-
341 970 00 Employee Benefit Program Service	98	100	-
341 990 00 Other General Government	-	-	200
342 100 00 Law Enforcement Services	54,446	53,400	55,000
342 330 00 Adult Probation Services	40	450	-
342 400 00 Protective Inspection Fees	2,154	1,500	3,000
342 400 20 Inspection Fees - Construction	45,356	5,000	20,000

GENERAL FUND

REVENUE DETAIL THREE YEAR COMPARISON

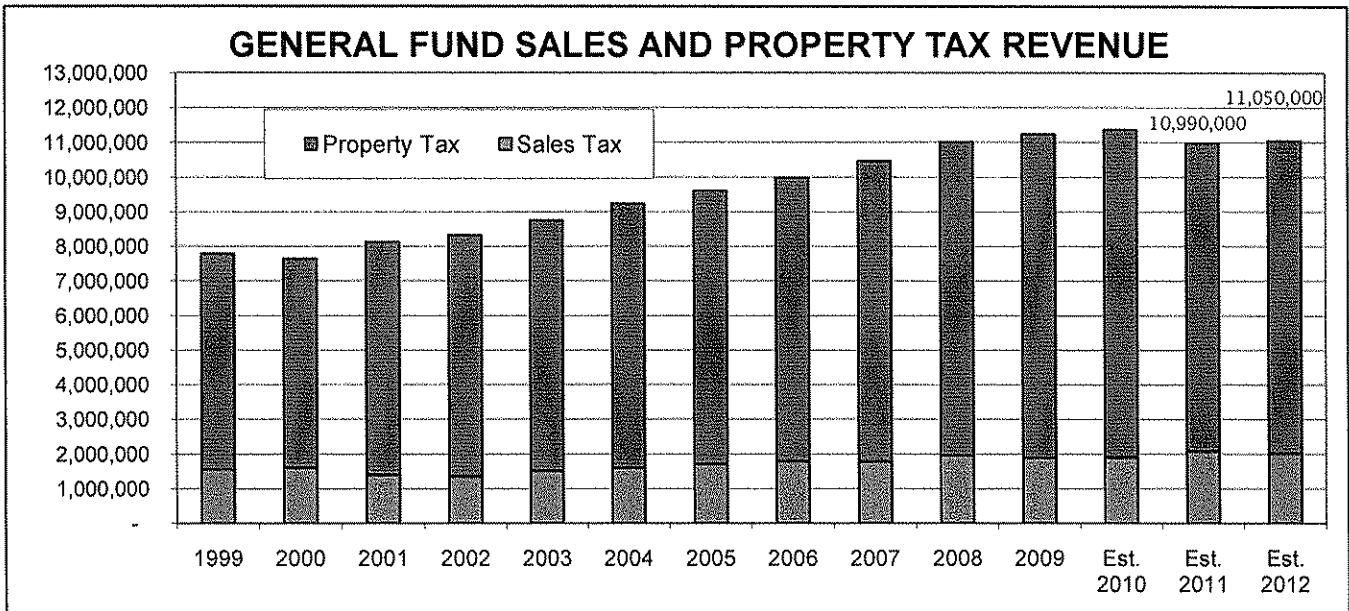
FUND NUMBER	Actual Revenue 2009	Adjusted Estimated 2010	Estimated Revenue 2011
001			
342 500 00 Emergency Services Fees	9,128	10,400	13,000
342 900 00 Conviction Fees	6,012	3,800	4,000
345 810 00 Zoning and Subdivision Fees	72,119	90,000	100,000
345 830 00 Plan Check Fees	189,016	210,000	275,000
345 830 10 Plan Check Fees - Fire	4,190	5,000	8,000
345 830 20 Plan Review-Engineering & Planning	32,175	15,000	20,000
345 890 00 Other Planning Fees	11,995	15,000	20,000
347 310 00 Swimming Pool Admissions	22,625	25,000	15,000
347 325 00 P.E. School District	624	400	-
347 390 00 Other Activity Fees	-	-	-
347 610 00 Swim Lessons	45,000	45,000	33,200
347 620 00 Recreation Programs	115,407	118,150	121,000
349 130 00 Administration Services	25,398	34,006	74,295
349 140 00 Budgeting, Acctng & Audit Services	348,661	501,492	518,564
349 150 00 Legal Services	14,200	14,000	11,152
349 160 00 Human Resources	38,692	50,628	54,408
349 170 00 Information Technology/GIS	151,362	118,068	153,727
349 180 00 Central Services-Building Rental	43,613	43,682	41,604
349 190 00 Emergency Services	106,784	-	-
349 320 00 Engineering Services	611,438	595,488	499,733
Total Charges for Goods and Services	1,964,575	1,968,164	2,054,883
Fines and Forfeits:			
352 300 00 Mandatory Insurance Costs	1,960	2,000	2,000
353 100 00 Traffic Infraction Penalties	87,582	145,000	105,000
353 700 00 Non-Traffic Infraction Penalties	832	1,500	500
354 000 00 Parking Violations	18,050	17,000	18,000
354 100 00 Parking Violation Penalties	-	-	2,000
355 200 00 Driving Under the Influence Fines	9,173	10,000	12,000
355 800 00 Other Criminal Traffic Misdemeanors	14,791	21,000	15,000
356 900 00 Other Non-Traffic Misdemeanors	15,334	15,000	17,000
357 300 00 Other Criminal Costs	42,031	44,000	47,000
357 330 00 Public Defense Costs	6,153	5,800	10,000
359 700 00 Library Fines	5,707	6,200	6,200
Total Fines and Forfeits	201,613	267,500	234,700
Miscellaneous Revenues:			
361 110 00 Investment Interest	42,011	45,000	10,000
361 400 00 Interest on Sales Tax, Court Fees	11,376	12,000	17,000
362 400 00 Space /Facilities Rents - Short-term	1,436	1,900	1,500
362 401 00 Space/Facilities Rentals-Community	9,530	12,000	12,000
362 500 00 Space and Facilities Leases	14,972	14,350	7,100
362 501 00 Community Center Space Rentals	335	1,000	-
362 600 00 Housing Rentals and Leases	17,729	17,600	16,000
362 900 00 Other Rents and Use Charges	140	9,600	18,000
363 000 00 Ins. Premiums and Recovery	8,929	-	-
367 000 00 Contrib and Donations Pvt Sources	9,015	14,000	12,500
367 110 00 Private Grants	5,850	5,000	5,000
369 100 00 Obsolete Equipment	1,016	200	200
369 200 00 Unclaimed/Proceeds-Sales Unclaimed	17	50	50
369 300 00 Forfeited/Confiscated Evidence	-	1,000	1,000
369 810 00 Cashier Over and Short	123	50	-
369 900 00 Other Miscellaneous Revenue	34,324	18,000	18,000
Total Miscellaneous Revenues	156,803	151,750	118,350
Total Estimated Revenues	14,992,212	15,767,286	15,775,084

GENERAL FUND

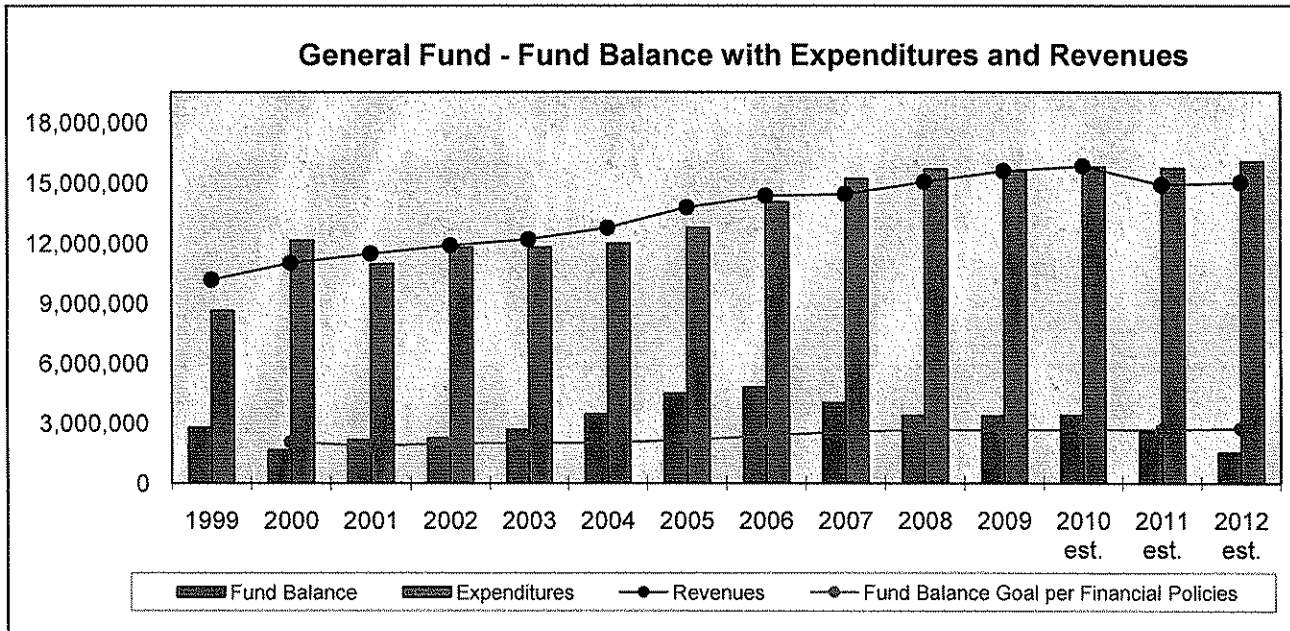
REVENUE DETAIL

THREE YEAR COMPARISON

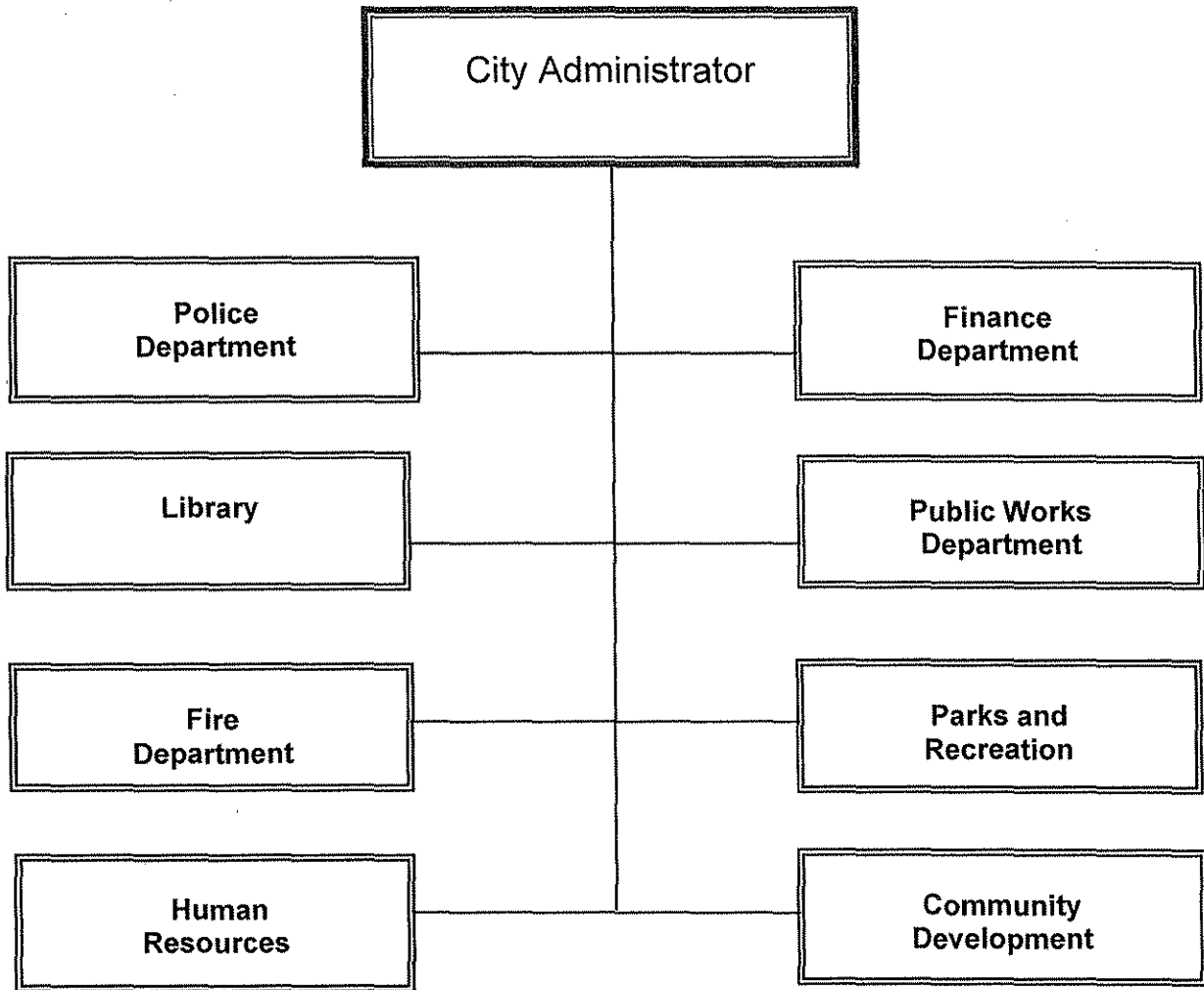
FUND NUMBER	Actual Revenue 2009	Adjusted Estimated 2010	Estimated Revenue 2011
001			
Other Financing Sources:			
395 100 00 Proceeds from Sales of Fixed Assets	2,044	-	-
397 000 00 Transfers-In	598,791	27,000	15,000
Total Other Financing Sources	<u>600,835</u>	<u>27,000</u>	<u>15,000</u>
Total Estimated Resources	<u>\$ 15,593,047</u>	<u>\$ 15,794,286</u>	<u>\$ 15,790,084</u>



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



ADMINISTRATION



LEGISLATIVE

MISSION STATEMENT

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

GOALS FOR 2011

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

ACTIVITIES AND SERVICES

The council determines policy as it relates to all city functions and activities, enacts ordinances and resolutions, and reviews certain appointments of the Mayor. The council meets at two regular meetings per month, two workshops per month and also attends numerous city-related committee and other governmental board meetings. Publication costs of city ordinances are included in this section of the budget. City share of election costs, determined by the county, are included in this section also. The budgeted amount does not include primary election costs.

**LEGISLATIVE EXPENDITURE DETAIL
THREE YEAR COMPARISON**

001.01.511	Actual Expended 2009	Actual Approp 2010	Estimated Required 2011
300 OFFICIAL PUBLICATION SERVICES			
Other Services and Charges	\$ 10,587	\$ 7,000	\$ 4,200
400 TRAINING			
Supplies	-	500	400
Other Services and Charges (Travel and registration)	2,029	3,000	3,000
600 LEGISLATIVE SERVICES			
Salaries and Wages	42,000	42,000	42,000
Personnel Benefits	5,262	4,800	4,800
Supplies	2,278	2,400	2,200
Other Services and Charges	1,648	2,100	2,300
700 ELECTION COSTS			
Intergovernmental Professional Services	30,900	18,500	29,000
TOTAL LEGISLATIVE	<u>\$ 94,704</u>	<u>\$ 80,300</u>	<u>\$ 87,900</u>
% Increase (Decrease) Prior Year		-15.21%	9.46%

LEGISLATIVE PERSONNEL SCHEDULE	Actual Approp 2010	Estimated Required 2011
Council Members (7)	\$ 42,000	\$ 42,000
% Increase (Decrease) Prior Year		0.00%

EXECUTIVE

MISSION STATEMENT

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

GOALS FOR 2011

1. Supporting an effective management team.
2. Administer the daily operations effectively and efficiently meeting City Council fiscal expectations.
3. Pursue favored external funding for city projects and investments.
4. Continue to work to diversify and strengthen the local economy, tax base, and revenue streams.
5. Represent the City in contacts with other organizations.
6. Lead efforts to manage quality growth.
7. Foster and build partnerships with other organizations.

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 2009	Actual Approp 2010	Estimated Required 2011
100 ADMINISTRATION			
Salaries and Wages	\$ 162,363	\$ 161,993	\$ 167,211
Personnel Benefits	44,280	42,394	48,119
Supplies	177	1,000	800
Other Services and Charges	10,106	8,650	8,375
Total Administration	<u>216,926</u>	<u>214,037</u>	<u>224,505</u>
400 TRAINING			
Other Services and Charges	<u>1,458</u>	<u>1,500</u>	<u>1,000</u>
Total Training	<u>1,458</u>	<u>1,500</u>	<u>1,000</u>
TOTAL EXECUTIVE	<u>\$ 218,384</u>	<u>\$ 215,537</u>	<u>\$ 225,505</u>
% Increase (Decrease) Prior Year		-1.30%	4.62%

EXECUTIVE PERSONNEL SCHEDULE	Actual Approp 2010	Estimated Required 2011
Mayor	\$ 15,600	\$ 15,600
City Administrator (.98 FTE)	122,680	126,460
Executive Assistant to the City Administrator (.45 FTE)	23,713	25,151
Total Executive	<u>\$ 161,993</u>	<u>\$ 167,211</u>
% Increase (Decrease) Prior Year		3.22%

OTHER SERVICES AND CHARGES DETAIL:

Communication (cell phones, internet, telephone)	\$ 1,900
Insurance	2,475
Travel, registration, memberships, monthly mileage	<u>4,000</u>
Total	<u>\$ 8,375</u>

LEGAL SERVICES

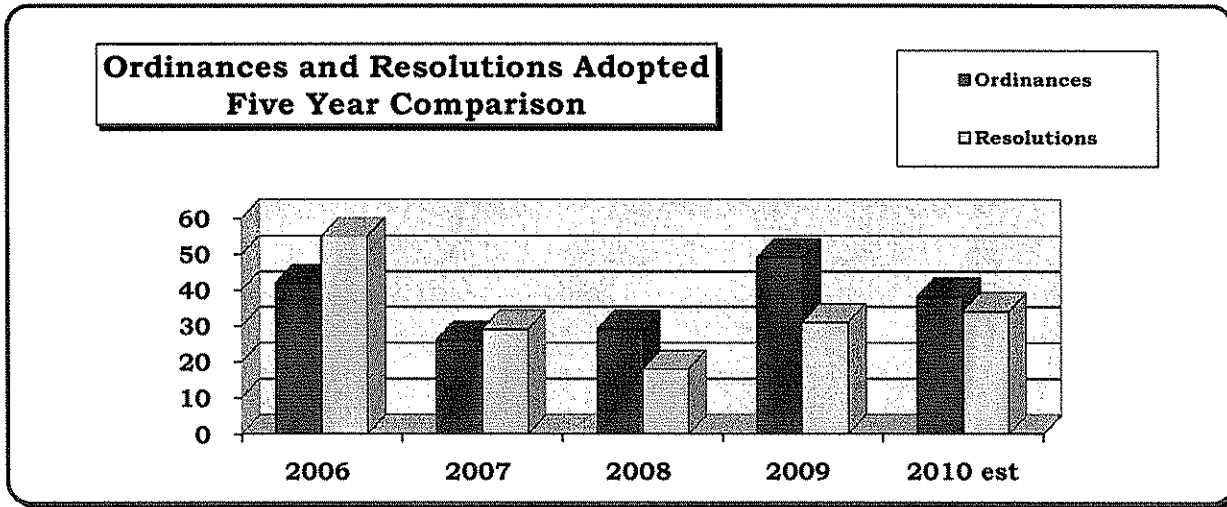
FUNCTION

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

ACTIVITIES AND SERVICES

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

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



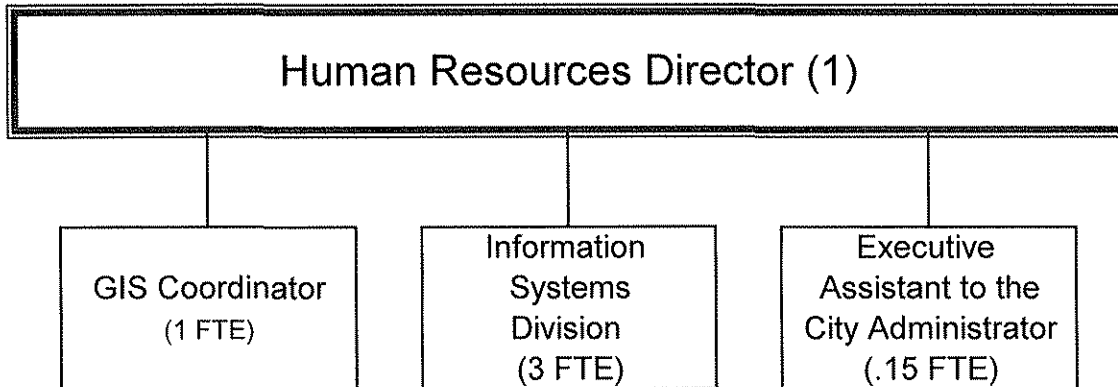
LEGAL SERVICES EXPENDITURE DETAIL THREE YEAR COMPARISON

001.05.515	Actual Expended 2009	Actual Approp 2010	Estimated Required 2011
LEGAL SERVICES			
Supplies	\$ -	\$ -	\$ -
Other Services and Charges	92,471	97,720	101,600
400 TRAINING			
Other Services and Charges	-	1,000	1,000
TOTAL LEGAL	\$ 92,471	\$ 98,720	\$ 102,600
% Increase (Decrease) Prior Year		6.76%	3.93%

OTHER SERVICES AND CHARGES DETAIL:

Professional Services (City Attorney, Assistant City Attorney and Prosecutor)	\$ 100,000
Communication (one telephone line)	400
Registrations, dues, publications	1,200
	\$ 101,600

HUMAN RESOURCES



HUMAN RESOURCES DEPARTMENT

FUNCTION

The human resources department provides for the cost of personnel and related services for the city including classification, recruiting and placement of positions, employee benefits administration, policies and procedures, worker's 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.

COMMENTS ON BUDGET APPROPRIATIONS

All five union contracts expire at the end of 2010. Negotiations are underway and it is expected that they will continue into 2011. There may be expenses for professional assistance from outside sources for the continued negotiations.

HUMAN RESOURCES EXPENDITURE DETAIL THREE YEAR COMPARISON

001.06.	Actual Expended 2009	Actual Approp 2010	Estimated Required 2011
516 200 PERSONNEL SERVICES			
Salaries and Wages	\$ 91,997	\$ 92,432	\$ 95,456
Personnel Benefits	31,059	31,895	34,992
Supplies	1,744	2,800	2,800
Other Services and Charges	26,644	28,000	29,875
Intergovernmental Services	-	100	100
516 400 TRAINING			
Other Services and Charges	1,392	1,575	-
517 900 WELLNESS PROGRAM			
Supplies	1,359	1,500	1,000
Other Services and Charges	1,691	2,250	2,250
TOTAL HUMAN RESOURCES	\$ 155,887	\$ 160,552	\$ 166,473
% Increase (Decrease) Prior Year		2.99%	3.69%

PERSONNEL SCHEDULE	Actual	Estimated
	Approp	Required
	2010	2011
Human Resources Director	\$ 84,528	\$ 87,072
Executive Assistant (.15 FTE)	7,904	8,384
Total personnel	<u>\$ 92,432</u>	<u>\$ 95,456</u>
% Increase (Decrease) Prior Year		3.01%

OTHER SERVICES AND CHARGES DETAIL:

Personnel:

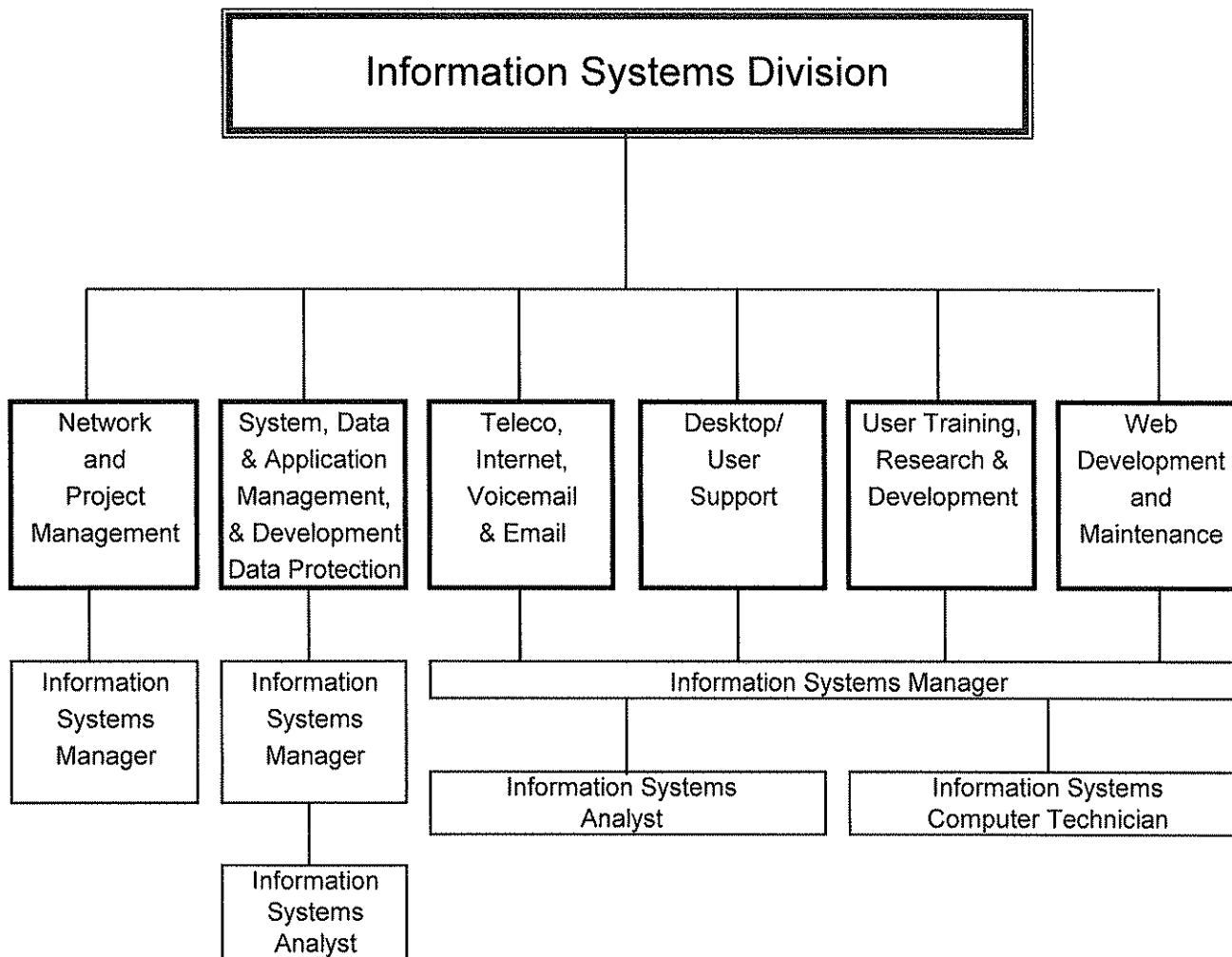
Professional Services (labor negotiator, workers' compensation management contract)	\$ 25,000
Communications	1,575
Insurance	1,800
Registrations, membership dues, publications	1,500
Total other services and charges - personnel	<u>\$ 29,875</u>

OTHER SERVICES AND CHARGES DETAIL:

Wellness:

Professional Services (speakers)	\$ 500
Repairs and Maintenance (exercise equipment)	750
Subscriptions	500
Registration and travel for Wellness conferences	500
Total other services and charges - wellness	<u>\$ 2,250</u>

INFORMATION SYSTEMS



INFORMATION SYSTEMS

MISSION STATEMENT

City organization 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 2011

1. **Citywide:** Continue development of special online reports for departments. Continue research and development of web-based products and enhancements to online services including social media policies and uses, web interactivity, reporting and news updates. Continue planning with departments on GIS technologies integrating with city databases. Review of data records retention requirements and procedures.
2. **Library:** Upgrade Comprise public desktop management. Potential upgrades to other applications throughout the public and staff environments. Review/enhance the existing wireless network and wireless printing for public use including implementing access to the NOANET fiber environment.
3. **Public Works:** Import Street Light Inventory and data collection from PUD into Springbrook utilities database and develop special reporting.
4. **Police:** Planning for and implementation of any changes to the Court Building technologies.
5. **Fire:** Continue development of special reports for RMS database.
6. **GIS:** Review of technologies and future development of city-wide uses.

ACTIVITIES AND SERVICES

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

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

COMMENTS ON BUDGET APPROPRIATIONS

The replacement rate for desktop computers continues to fall well below the City's policy rate of 20% a year or a useful life cycle of replacing a computer every five years (approximately 7% or 17 computers will be replaced in 2011). The division works closely with Department Heads and Managers to carefully allocate the newer machines in highly-used mission-critical areas.

The "Other Services and Charges" category continues to mainly fund required licenses such as Novell and Microsoft server/user licenses, Groupwise email, McAfee Antivirus, anti-spam and IP phone software.

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.

2010 HIGHLIGHTS - PROJECTS COMPLETED

The City's technology division manages and supports:

- 200+ IP telephone handsets, extensions and corresponding business lines

- 12 network servers

- 240+ workstations, notebooks and mobile toughbooks servicing over 175 FTE's as well as supporting the many seasonal, part-time and temporary employees

- Springbrook Financial Reporting, Police Smeadsoft, Fire RMS, CAD, Parks & Recreation RecTrack, and other diverse primary applications.

- 8 facilities networked throughout the City

- Remote network access and wireless network resources, internet, email, voicemail and faxing services.

The technology division also continues to maintain and upgrade its systems, develop and recommend new processes and procedures, and invest in progressive technologies that are researched and proven to efficiently improve core city services. Throughout the year, departments request support to upgrade applications, research and recommend new technologies, and improve processes developing new reports or creating accessibility to existing information.

The following is a list of some of the 2010 projects the technology division completed.

CRESA PROJECT: Upgraded Police and Fire technologies to new i-mobile, netmotion, and i-net viewers.

LIBRARY: Purchased and installed this year's 8 Gates grant PC's for the public areas.

FIRE: Upgraded RMS/web reporting. Moved Fire onto new server and upgraded SQL, interfaced reporting system with i-mobile/CRESA. Opened up RMS/Network to update directly via aircards in mobiles. Programmed and tested specialized EMS reports and moved forms and schedules online.

CITY WEBSITE: Continued research and planning for a revised site (which remains a lower priority from other high priority technology support and services). Existing web service - developed some new services for online newsletters, registrations, applications and forms.

NETWORK/SERVERS: Removed older servers from network, moving primary applications and data to new servers and finalizing updates to back-up and emergency recovery procedures.

EOC: Emergency Operations Center planning of technologies. Moved technologies and resources to Fire Station 42. Updated the plan with Fire staff.

E-MAIL ARCHIVING: Review e-mail records retention policies and implemented a city-wide e-mail archiving system for all city mail.

PHONE/VOICEMAIL: Completed installation and configuration of IP-based system including upgrades to Call Analyst reporting system and the automation of monthly long distance call reports for departments.

INVENTORY: Completed a city-wide physical technology inventory with assistance from the engineering staff. Information was put into the Springbrook Fixed Assets system for inventory controls.

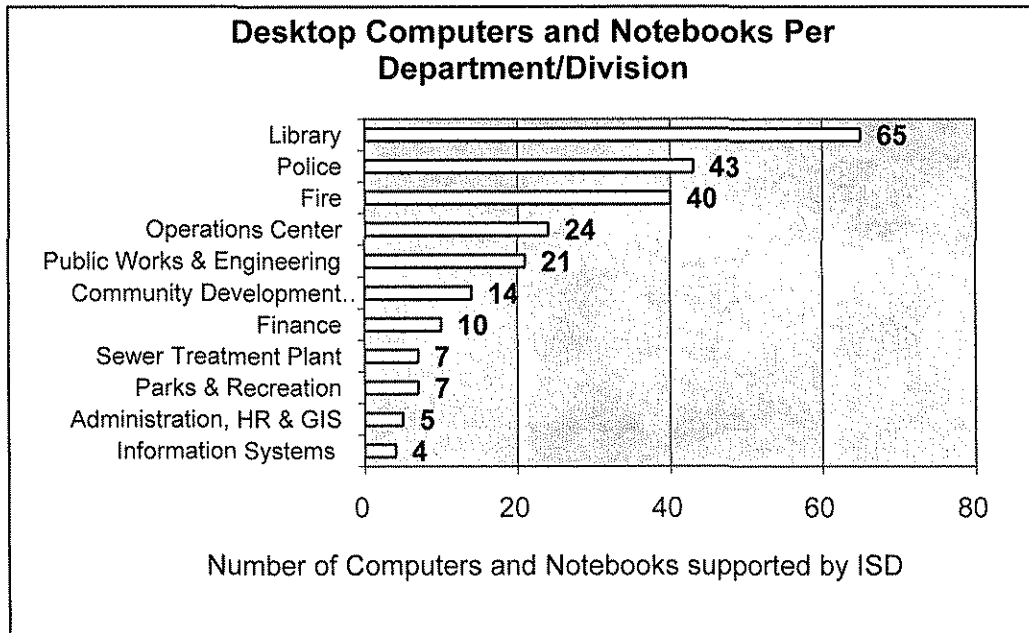
WORK ORDERS: Final setup, reporting and training commenced for Facilities and Streets use of the system - They are using, testing, and some specialized reports have been created for Street Department use.

POLICE/FINANCE Parking Ticket System: A specialized section of Smeadsoft was programmed for the new parking ticket data and reporting. Special reports were also written and procedures established.

GIS: ODBC access was established for GIS staff to work with Springbrook utility data for mapping and other work with County which has commenced.

SOCIAL MEDIA: Parks & Recreation, the Library and potentially other city uses have been reviewed and a city-wide policy is being drafted. Both departments use these communication resources and other City uses are being discussed.

STATISTICAL INFORMATION



ISD currently supports approximately 240 desktop computers, toughbooks and notebooks. The Information Systems Division supports users across all services and departments. Together with desktop support, the division maintains the city's network infrastructure, and administers the phone system, email, voicemail system and internet services for all departments.

INFORMATION SYSTEMS EXPENDITURE DETAIL

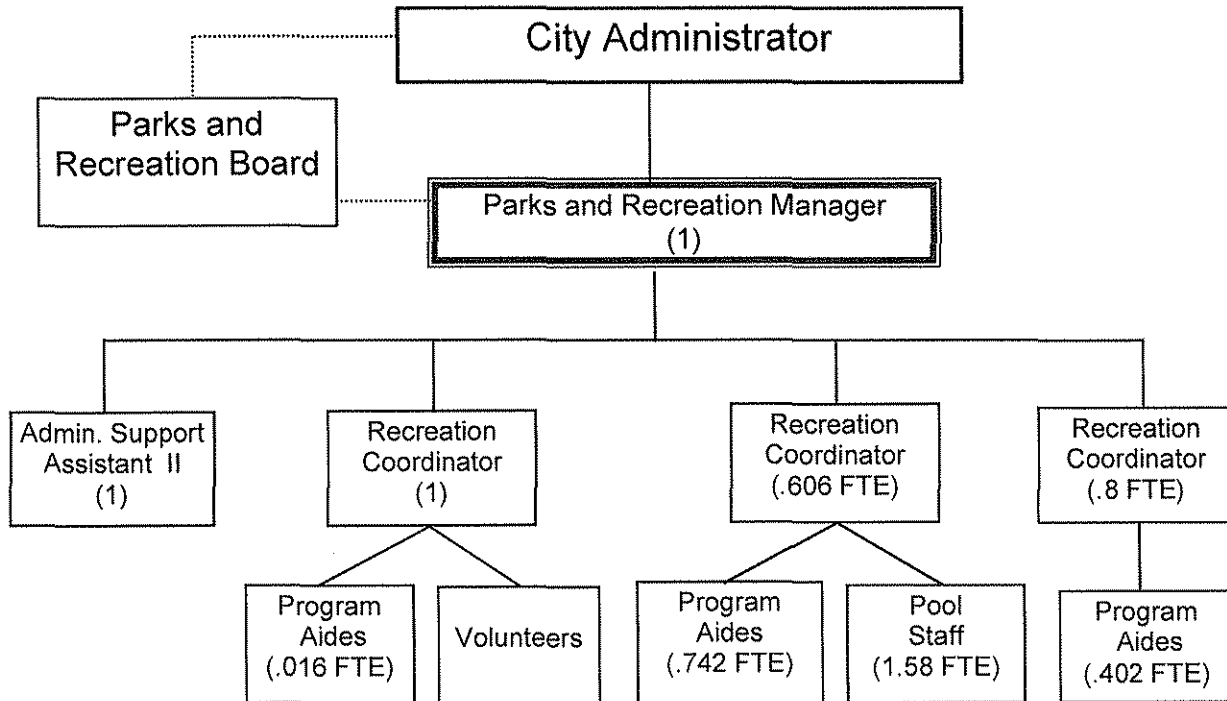
001.12		Actual Expended 2009	Actual Approp 2010	Estimated Required 2011
518 900 INFORMATION SYSTEMS				
	Salaries and Wages	\$ 205,097	\$ 210,414	\$ 214,916
	Personnel Benefits	76,920	77,257	92,068
	Supplies and Small Tools (computer replacements)	55,367	44,400	31,900
	Other Services and Charges (licensing)	46,030	37,250	34,150
532 200 GIS SERVICES				
	Salaries and Wages	-	73,109	73,104
	Personnel Benefits	-	25,659	25,806
	Supplies and Small Tools	-	3,000	3,000
	Intergovernmental Services	-	10,000	10,000
594 180 CAPITAL OUTLAY				
	Capital Outlay (machinery & equipment)	11,836	30,000	15,000
	TOTAL INFORMATION SYSTEMS	<u>\$ 395,251</u>	<u>\$ 511,089</u>	<u>\$ 499,944</u>
	% Increase (Decrease) Prior Year		29.31%	-2.18%

INFORMATION SYSTEMS PERSONNEL SCHEDULE		Actual Approp 2010	Estimated Required 2011
	Manager of Information Systems	\$ 84,528	\$ 87,072
	Information Systems Analyst	65,934	67,896
	Information Systems Technician	59,452	59,448
	GIS Coordinator	73,109	73,104
	Overtime	500	500
	Total Personnel	<u>\$ 283,523</u>	<u>\$ 288,020</u>
	% Increase (Decrease) Prior Year		1.59%

OTHER SERVICES AND CHARGES DETAIL:

Professional Services (Network, email, anti-virus, desktop licensing, system develop.)	\$ 23,400
Communication (telephone charges, internet access)	3,000
Travel	250
Insurance (liability)	3,500
Repairs and Maintenance of small office equipment	2,000
Registrations for classes, subscriptions	2,000
Total other services and charges	<u>\$ 34,150</u>

PARKS AND RECREATION



* Parks maintenance is shown in the Public Works Department

PARKS AND 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 2011

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.

PARKS 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 2009	Actual Approp 2010	Estimated Required 2011
574	200 PARTICIPANT RECREATION			
	Salaries and Wages	\$ 154,196	\$ 148,093	\$ 159,095
	Personnel Benefits	40,499	40,793	45,679
	Supplies	15,523	19,415	8,915
	Other Services and Charges	68,700	68,250	58,500
	Prof. Services (\$49,600 for instructors, concerts, referees/umpires), Rentals (\$13,750), Misc (\$400)			
	Interfund Payments for Services	432	-	
575	400 TRAINING			
	Other Services and Charges	450	400	400
575	500 COMMUNITY CENTERS			
	Salaries and Wages	47,623	44,542	40,529
	Personnel Benefits	15,386	13,567	14,884
	Supplies	2,877	4,500	2,700
	Other Services and Charges	44,245	47,100	51,300
	Prof. Services (\$10,500 for janitorial)			
	Phones, utilities (\$21,000)			
	Insurance (\$11,200), Rentals (\$3,600)			
	Repairs and Maint. (\$2,500)			
	Miscellaneous (\$2,500)			
	Interfund Payments for Services	2,580	1,500	1,500
576	100 ADMINISTRATION			
	Salaries and Wages	71,004	71,004	73,140
	Personnel Benefits	25,966	25,849	31,390
576	200 SWIMMING POOLS			
	Salaries and Wages	76,888	83,154	44,267
	Personnel Benefits	13,031	12,647	7,049
	Supplies	10,785	16,200	9,100
	Other Services and Charges	33,435	29,500	27,700
	Professional Services (\$1,500), Insurance (\$7,700), Utilities (\$15,000), Repairs and Maint. (\$1,500), Miscellaneous (\$2,000)			
	Intergovernmental Services and Taxes	2,000	2,000	2,000

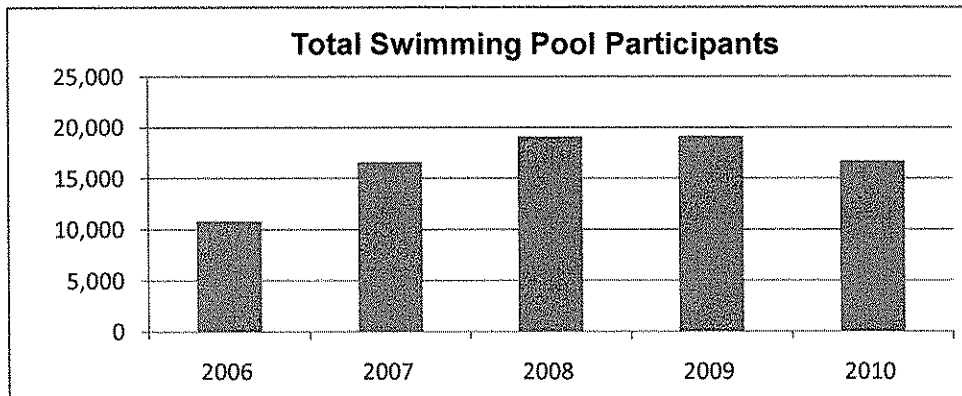
**PARKS AND RECREATION EXPENDITURE DETAIL
THREE YEAR COMPARISON**

001.18.		Actual Expended 2009	Actual Approp 2010	Estimated Required 2011
576	800 GENERAL PARKS MAINTENANCE			
	Salaries and Wages	\$ 290,490	\$ 309,791	\$ 296,789
	Personnel Benefits	101,304	101,453	114,641
	Supplies	35,686	46,500	32,200
	Other Services and Charges	118,287	89,800	90,600
	Communication (\$2,000), Insurance (\$16,600)			
	Professional Services (\$2,000), Misc. (\$3,000)			
	Rentals (\$7,500), Utilities (\$52,000)			
	Repairs & Maint. (\$7,500)			
	Interfund Payments for Services	129,214	112,000	129,500
576	810 TRAIL MAINTENANCE			
	Salaries and Wages	27,299	29,797	30,091
	Personnel Benefits	9,811	10,626	12,312
	Supplies	283	1,200	5,000
	Other Services and Charges	7	1,400	3,000
	Repairs & Maint. (\$3,000)			
	Interfund Payments for Services	-	14,000	
576	820 OPEN SPACE MAINTENANCE			
	Salaries and Wages	27,299	29,797	30,091
	Personnel Benefits	9,810	10,626	12,312
	Supplies	54	400	1,000
	Other Services and Charges	844	2,200	1,000
	Repairs & Maint. (\$1,000)			
	Interfund Payments for Services	-	14,000	-
594	CAPITAL OUTLAY			
	730 Community Center	3,413	50,000	-
	TOTAL PARKS AND RECREATION	<u>\$ 1,379,424</u>	<u>\$ 1,452,104</u>	<u>\$ 1,336,684</u>
	% Increase (Decrease) Prior Year		5.27%	-7.95%

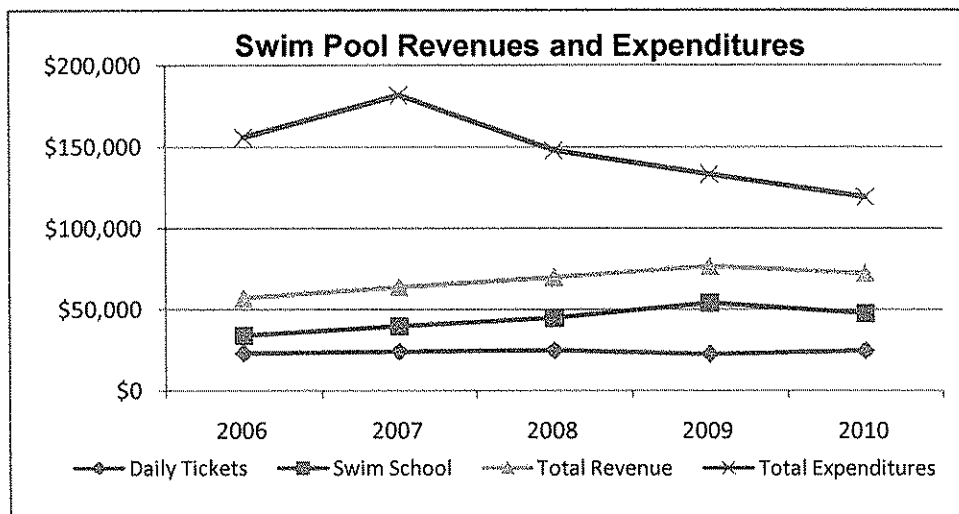
PARKS AND RECREATION PERSONNEL SCHEDULE	Actual Approp 2010	Estimated Required 2011
Parks and Recreation Manager	\$ 71,004	\$ 73,140
Recreation Coordinator (2.275 FTE)	127,271	128,112
Program Aides	20,322	30,483
Recreation Overtime	500	500
Admin. Support Assistant II (1 FTE)	40,381	40,379
Program Aides	4,011	-
Overtime	150	150
Recreation Coordinator (.13 FTE)	7,354	7,354

**PARKS AND RECREATION
PERSONNEL SCHEDULE CONTINUED**

	Actual Approp 2010	Estimated Required 2011
Swimming Pool Employees	\$ 75,000	\$ 36,113
Swimming Pool Overtime	800	800
Public Works Operation Manager (.05 FTE)	4,733	-
Public Works Operation Supervisor (.20 FTE)	-	14,554
Lead Maintenance Worker	70,933	70,943
Senior Maintenance Worker (1.25 FTE)	78,764	78,765
Maintenance Worker II (2 FTE)	115,344	115,344
Maintenance Worker I (1 FTE)	48,677	51,612
Seasonal Maintenance Worker (2 at 6 mo. and 4 at 3 mo. = 2 FTE - 2010) (1 at 6 mo. and 2 at 3 mo. = 1 FTE - 2011)	48,934	23,753
Parks Maintenance Overtime	2,000	2,000
Total Parks and Recreation	\$ 716,178	\$ 674,002
% Increase (Decrease) Prior Year		-5.89%



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



Swim pool revenues include swimming lessons and other classes and activities. The 2009 and 2010 pool season had a reduced schedule compared to previous years. It was closed on Sundays and three nights a week.

INFORMATION AND OUTREACH

MISSION STATEMENT

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

ACTIVITIES AND SERVICES

\$4,500 is budgeted for the East County Family Service Center operated by the Children's Home Society of Washington. \$2,400 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 2009	Actual Approp 2010	Estimated Required 2011
557 200 COMMUNITY INFORMATION SERVICES			
Community Information Services	\$ 7,500	\$ 6,500	\$ 4,500
557 210 NEIGHBORHOOD ASSOCIATION			
Supplies	-	200	200
Other Services and Charges	2,180	2,600	2,600
TOTAL INFORMATION AND OUTREACH	<u>\$ 9,680</u>	<u>\$ 9,300</u>	<u>\$ 7,300</u>
% Increase (Decrease) Prior Year		-3.93%	-21.51%

OTHER SERVICES AND CHARGES DETAIL:

Communication	\$ 200
Miscellaneous (Spring Clean-up)	2,400
Total other services and charges	<u>\$ 2,600</u>

SENIOR PROGRAMS

ACTIVITIES AND SERVICES

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

SENIOR PROGRAMS EXPENDITURE DETAIL THREE YEAR DETAIL

001.25.571	Actual Expended 2009	Actual Approp 2010	Estimated Required 2011
290 Senior Programs			
Supplies	\$ -	\$ 300	\$ 300
Other Services and Charges	<u>2,725</u>	<u>3,200</u>	<u>2,700</u>
TOTAL SENIOR PROGRAMS	<u>\$ 2,725</u>	<u>\$ 3,500</u>	<u>\$ 3,000</u>
% Increase (Decrease) Prior Year		28.44%	-14.29%

OTHER SERVICES AND CHARGES DETAIL:

Communication	\$ 100
Travel	2,150
Insurance	350
Miscellaneous	100
Total	<u>\$ 2,700</u>

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 2011

1. Major park and open space acquisition, consistent with adopted plans and council direction.
2. Continuing street reconstruction funded with REET proceeds.
3. Several REET funded capital projects listed below.

COMMENTS ON BUDGET APPROPRIATIONS

Transportation Impact Fees (TIF) are transferred to the City Street Fund to support TIF-eligible projects--38th Ave PE/Right-of-Way. TIF's 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 parks equipment storage building, open space acquisitions, Fallen Leaf Park improvements, trails, playground replacement at Klickitat Park, and Heritage Park Phase 2.

Real Estate Excise Tax (REET) revenues will be used for a variety of eligible projects. The projects include: the roadway preservation program, major park and openspace acquisitions, a cemetery niche wall, technology improvements, and debt payments for the PWTF loan for the 2002 street reconstruction project. Several of the park and openspace acquisitions are expected to use grant funds which are channeled through the GMA Capital Projects Fund.

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

GROWTH MANAGEMENT ACT CAPITAL PROJECTS FUND

REVENUE DETAIL THREE YEAR COMPARISON

300.00		Actual Revenue 2009	Adjusted Estimated 2010	Estimated Revenue 2011
291	740 Beginning Appropriated Fund Balance	\$ -	\$ 2,373,392	\$ 339,680
317	Taxes:			
	Local Real Estate Excise Tax	686,141	700,000	750,000
	Total Taxes	686,141	700,000	750,000
	Intergovernmental Revenue:			
333	100 Federal Grant Indirect - RCO	-	500,000	970,000
333	140 Federal Grant Indirect - CDBG	125,649	129,000	-
334	027 State Grant - RCO	221,775	1,490,000	495,000
337	010 Conservation Futures-County	-	-	430,000
	Total Intergovernmental Revenue	347,423	2,119,000	1,895,000
345	Charges for Goods and Services:			
	850 00 Impact Fees-Parks & Open Space	122,647	100,000	250,000
	850 10 Impact Fees-Transportation	175,204	140,000	325,000
	850 20 Impact Fees-Fire	836	5,000	30,000
	Total Charges for Goods and Services	298,688	245,000	605,000
	Miscellaneous Revenue:			
361	110 Investment Interest	26,621	40,000	15,000
	Total Miscellaneous Revenue	26,621	40,000	15,000
	Total Estimated Revenues	1,358,872	5,477,392	3,604,680
	Total Estimated Resources	\$ 1,358,872	\$ 5,477,392	\$ 3,604,680

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

300.00		Actual Expended 2009	Actual Approp 2010	Estimated Required 2011
	Other Services and Charges			
594	XXX			
	Repair & Maintenance	\$ 20,240	\$ -	\$ -
	Miscellaneous	100,000	-	-
	Total Capital Outlay	<u>120,240</u>	<u>-</u>	<u>-</u>
	Capital Outlay:			
594	760	247,668	183,500	150,000
	790	206,087	2,500,000	2,150,000
	950	157,825	1,010,000	-
	Total Capital Outlay	<u>611,580</u>	<u>3,693,500</u>	<u>2,300,000</u>
	Other Financing Uses:			
597	000	965,189	1,783,892	1,304,680
	Total Growth Management Capital Project Fund	<u>\$ 1,697,009</u>	<u>\$ 5,477,392</u>	<u>\$ 3,604,680</u>

CAPITAL OUTLAY DETAIL:

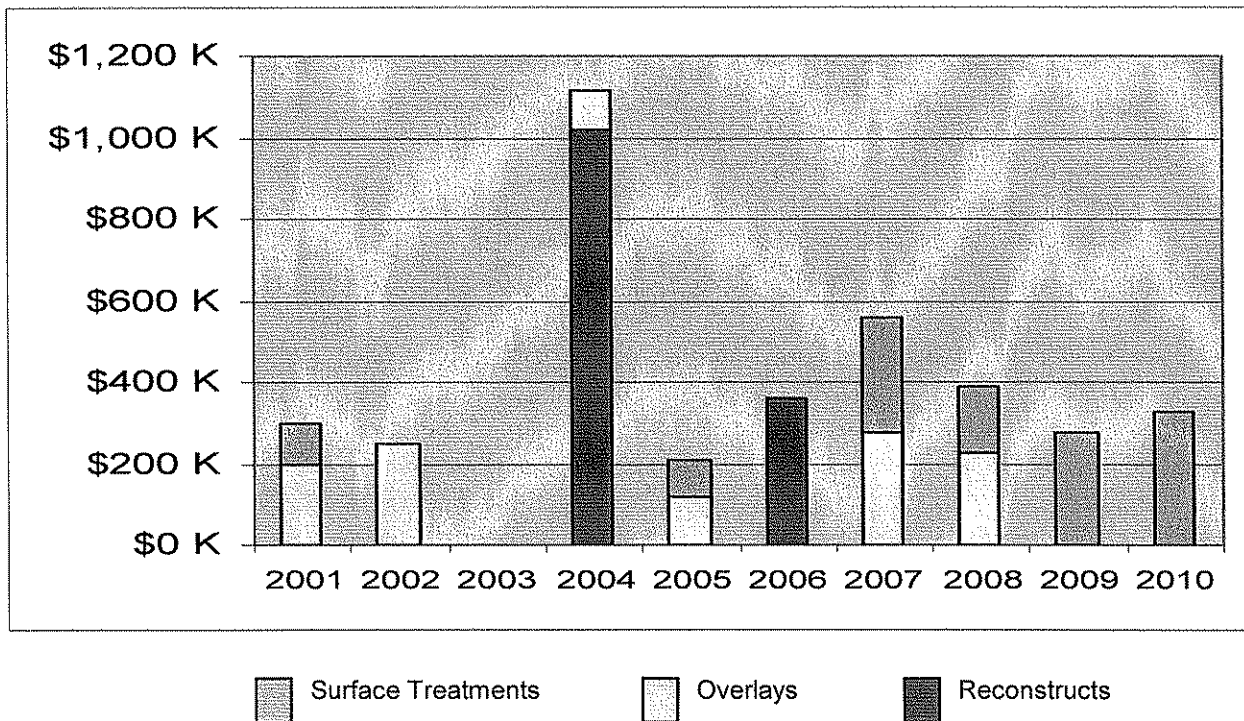
Parks Equipment Storage Building	\$ 25,000
Lakeside Open Space Acquisition	2,050,000
Openspace Acquisition	100,000
Fallen Leaf Park Improvements	40,000
Klickitat Park Playground replacement	35,000
Heritage Park Phase 2	20,000
Trails	<u>30,000</u>
Total Capital	<u>\$ 2,300,000</u>

GROWTH MANAGEMENT ACT CAPITAL PROJECTS FUND

Transfers Out Detail

Fire Impact Fees	Debt payments - 2008 fire engine	\$ 67,406
Transportation Impact Fees:		
	38th Ave PE/Right-of-Way	300,000
	Debt payments - Parker Street	183,793
	Debt payments - Lake Road	188,428
Real Estate Excise Tax I:		
	Cemetery niche wall	20,000
	Infrastructure - internet, etc.	15,000
	Roadway preservation	400,000
Real Estate Excise Tax II:		
	NW Leadbetter	
	NW Lake Road bike lane	
	Debt payments - Street Reconstruction	130,053
	Total Transfers Out	\$ 1,304,680

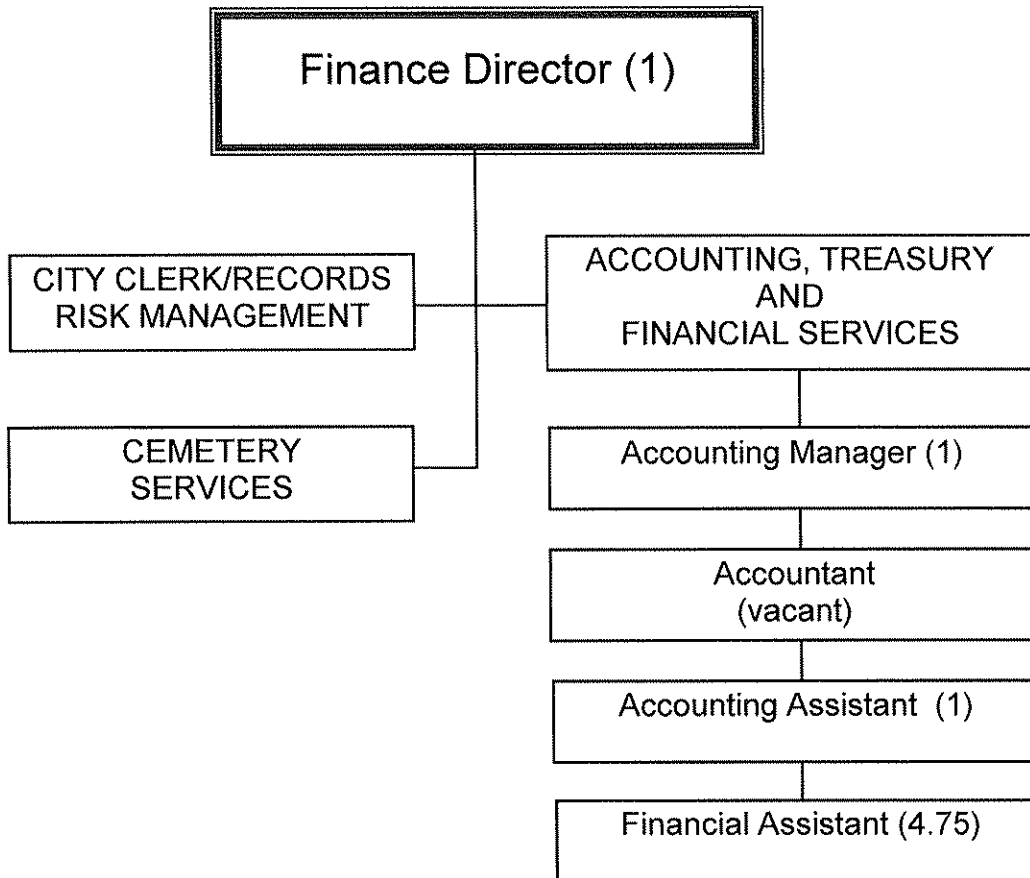
Annual Expenditures for Pavement Restoration



Projected GMA Fund Balances

	TIF	PIF	FIF	Reet 1	Reet 2	TOTALS
Anticipated Balance Dec. 31, 2010	\$ 361,528	\$ 245,938	\$ 57,193	\$ 302,417	\$ 41,529	\$ 1,008,605
2011						
Revenues:	325,000	250,000	30,000	375,000	375,000	1,355,000
Conservation Futures				430,000	-	430,000
Fallen Leaf LWCF grant carry-over	-	-	-	495,000	-	495,000
Fallen Leaf WWRP grant carry-over	-	-	-	970,000	-	970,000
	\$ 686,528	\$ 495,938	\$ 87,193	\$ 2,572,417	\$ 416,529	\$ 4,258,605
Expenses:						
Fire						
New Fire Engine - debt payment	\$ -	\$ -	\$ 67,406	\$ -	\$ -	\$ 67,406
Transportation						
1996 PWTF Loan Payment	113,786	-	-	-	-	113,786
1997 PWTF Loan Payment	70,007	-	-	-	-	70,007
2001 PWTF Loan Payment	35,081	-	-	-	-	35,081
2003 PWTF Loan Payment	153,347	-	-	-	-	153,347
38th Ave PE/Right-of-Way	300,000	-	-	-	-	300,000
Parks/Open Space						
Parks Equipment Storage Bldg (needs to get on CFP)	-	25,000	-	-	-	25,000
Reet 1						
Lakeside Open Space Acquisitions	-	-	-	2,050,000	-	2,050,000
Open Space Acquisitions	-	100,000	-	-	-	100,000
Cemetery niche wall	-	-	-	20,000	-	20,000
Infrastructure - Internet, etc.	-	-	-	15,000	-	15,000
Roadway Preservation	-	-	-	400,000	-	400,000
Reet 2 - Growth Related						
Fallen Leaf Park Improvements	-	40,000	-	-	-	40,000
2002 PWTF Loan Payment - Street Reconstructs	-	-	-	-	130,053	130,053
Trails	-	30,000	-	-	-	30,000
Klickitat Park Playground replacement	-	35,000	-	-	-	35,000
Heritage Park Phase 2	-	20,000	-	-	-	20,000
Total Expenses	672,221	250,000	67,406	2,485,000	130,053	3,604,680
Anticipated Balance Dec. 31, 2011	\$ 14,307	\$ 245,938	\$ 19,787	\$ 87,417	\$ 286,476	\$ 653,925

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 2011

1. Verify and update the cemetery records database.
2. Participate on the city team to find long term solutions to improve the financial condition of the General Fund and the EMS Fund.
3. Train and reassign duties among the departmental staff for the duties of the Accountant position that will remain vacant for 2011.
4. Publish a helpful guide for the Special Events permit process.

ACTIVITIES AND SERVICES

The Finance Department consists primarily of the following service areas:

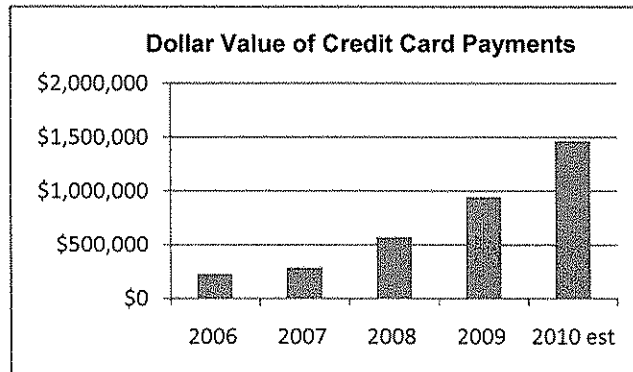
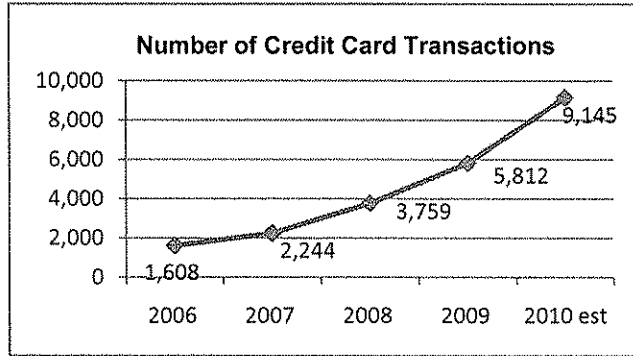
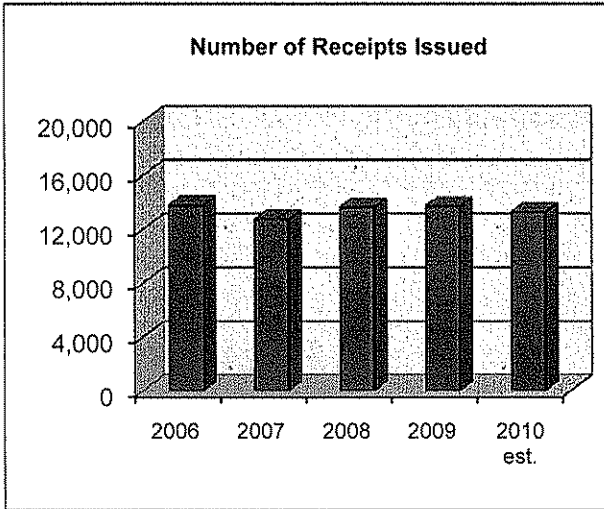
Accounting/Financial Services	Records/Risk Management
Budgeting and Accounting	City Clerk duties
Financial Reporting	Information archival
Utility Billing and Receipting	Records Searches
Payroll and Benefits Reporting	Insurance Management
Ambulance Billing & Receipting	Municipal Code
Accounts Payable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

COMMENTS ON BUDGET APPROPRIATIONS

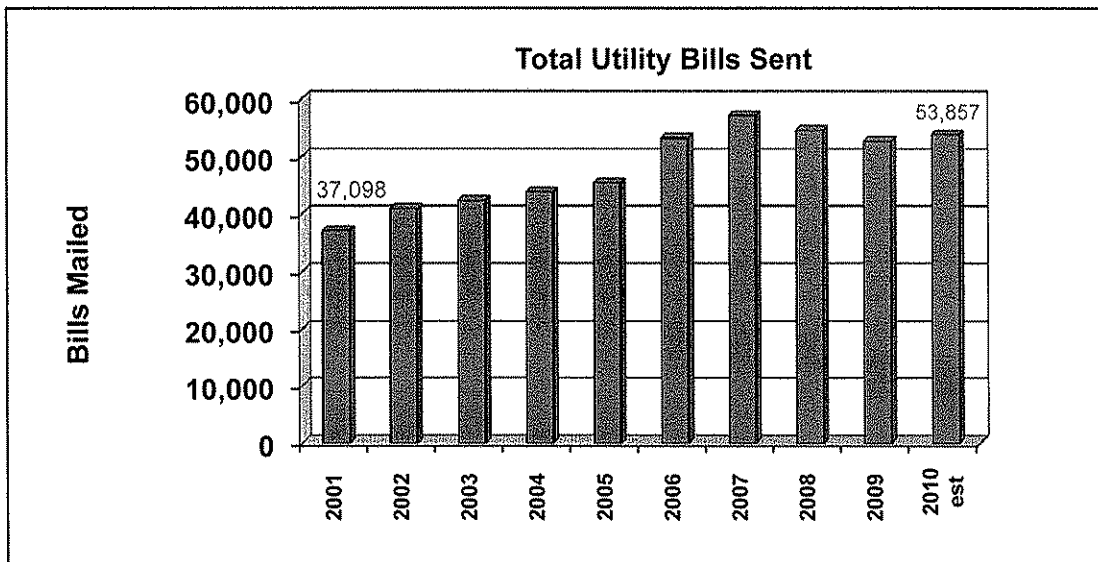
The Finance Department will restructure this year since the Accountant position will not be refilled after the retirement of a long-term employee. The Finance Assistant II that has served the Fire Department for many years will move to the Finance Department. With this Finance Assistant II reassigned, she will be able to assist in customer service and other daily duties and then allocation of more complex duties to the Accounting Assistant position can be made. The remaining duties of the Accountant will be completed by the Accounting Manager and the Finance Director.

STATISTICAL INFORMATION

The Finance Department is the core of many central services for the City. Superior customer service and improved processes are constant goals. The following charts reflect growth trends that influence change in processes and procedures to offer prompt customer service with limited staff. Many customers pay their utility bills on-line, referred to as web payments, phone in to use their credit card, use the city's direct debit process or mail payments to the city's drop box service, reducing the number of daily receipts in the office. However, all payments taken over the phone are receipted by the Finance Department staff. The significant increase in the number of credit card transactions between 2009 and 2010 reflects the addition of web payments.



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



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

001.04.514	Actual Expended 2009	Actual Approp 2010	Estimated Required 2011
100 ADMINISTRATION			
Salaries and Wages	\$ 166,146	\$ 168,102	\$ 175,215
Personnel Benefits	46,813	47,723	56,837
Other Services and Charges	1,647	3,000	2,600
230 FINANCIAL SERVICES			
Salaries and Wages	307,585	331,978	299,263
Personnel Benefits	113,826	116,190	103,424
Supplies	2,067	4,000	3,000
Other Services and Charges	22,852	24,240	32,800
400 TRAINING			
Other Services and Charges	150	3,500	1,000
TOTAL FINANCIAL AND RECORDS SERVICES	<u>\$ 661,087</u>	<u>\$ 698,733</u>	<u>\$ 674,139</u>
% Increase (Decrease) Prior Year		5.69%	-3.52%

FINANCE PERSONNEL SCHEDULE	Actual Approp 2010	Estimated Required 2011
Finance Director	\$ 100,904	\$ 103,932
Accounting Manager	67,194	71,283
Accountant	70,996	-
Accounting Assistant	57,709	57,708
Financial Assistant II (4 FTE in 2010, 4.75 FTE in 2011)	198,561	240,555
Accountant - new hire	3,716	-
Overtime	1,000	1,000
Total Salaries	<u>\$ 500,080</u>	<u>\$ 474,478</u>
% Increase (Decrease) Prior Year		-5.12%

OTHER SERVICES AND CHARGES DETAIL:

Administration:

Professional Services	\$ 500
Travel	300
Subscriptions, membership dues	1,800
	<u>\$ 2,600</u>

Financial Services:

Professional Services - (Bank fees, software licensing)	\$ 22,500
Communication (telephone charges)	4,000
Travel	500
Insurance (liability)	3,300
Repairs and maintenance of small office equipment	500
Registrations for classes, subscriptions, membership dues	2,000
Total other services and charges	<u>\$ 32,800</u>

OTHER GENERAL GOVERNMENTAL SERVICES

FUNCTION

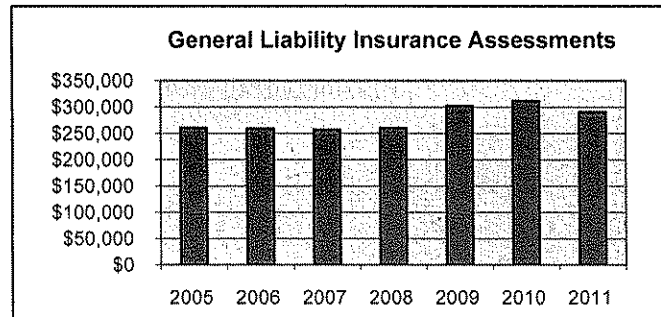
The other general governmental services section of the budget provides for all expenses of general operations of the city not provided under a specific fund and department.

ACTIVITIES AND SERVICES

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

COMMENTS ON BUDGET APPROPRIATIONS

A significant portion of the general liability insurance assessment to Washington Cities Insurance Authority is included in the budget of this department with a city-wide assessment in 2011 of \$290,477.



OTHER GENERAL GOVERNMENT SERVICES DETAIL THREE YEAR COMPARISON

001.07	Actual Expended 2009	Actual Aprop 2010	Estimated Required 2011
519 900 MISCELLANEOUS			
Supplies	\$ 14,372	\$ 19,500	\$ 7,500
Other Services and Charges	103,962	105,570	106,200
Intergovernmental Services and Taxes	26,016	27,200	29,100
Interfund Payments for Services	12,820	14,000	11,616
531 700 AIR POLLUTION CONTROL			
Intergovernmental Services and Taxes (\$.33 per capita)	5,372	5,511	5,594
567 000 MENTAL AND PHYSICAL HEALTH			
Intergovernmental Services and Taxes	3,970	4,000	3,750
TOTAL OTHER GENERAL GOVERNMENT SERVICES	\$ 166,513	\$ 175,781	\$ 163,760
		5.57%	-6.84%

OTHER SERVICES AND CHARGES DETAIL:

Professional Services (AWC membership - \$10,273, bond fiscal agent, website fee)	\$ 22,000
Communication (postage, telephone charges)	12,000
Operating rentals and leases (postage meter, post office box)	1,700
Insurance (General Fund's portion of liability, property, and fidelity)	55,000
Repairs and Maintenance (copy machines, phone maint.)	4,500
Code book updates, Chamber of Commerce membership, state purchasing fee	11,000
Total other services and charges	\$ 106,200

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 replaced the last ten years of the original library bond issue at a lower interest rate.

REVENUE DETAIL THREE YEAR COMPARISON

239.00	Actual Revenue 2009	Adjusted Estimated 2010	Estimated Revenue 2011
Taxes:			
361 111 Real and Personal Property	\$ 682,961	\$ 622,132	\$ 624,069
Total Estimated Resources	<u>\$ 682,961</u>	<u>\$ 622,132</u>	<u>\$ 624,069</u>

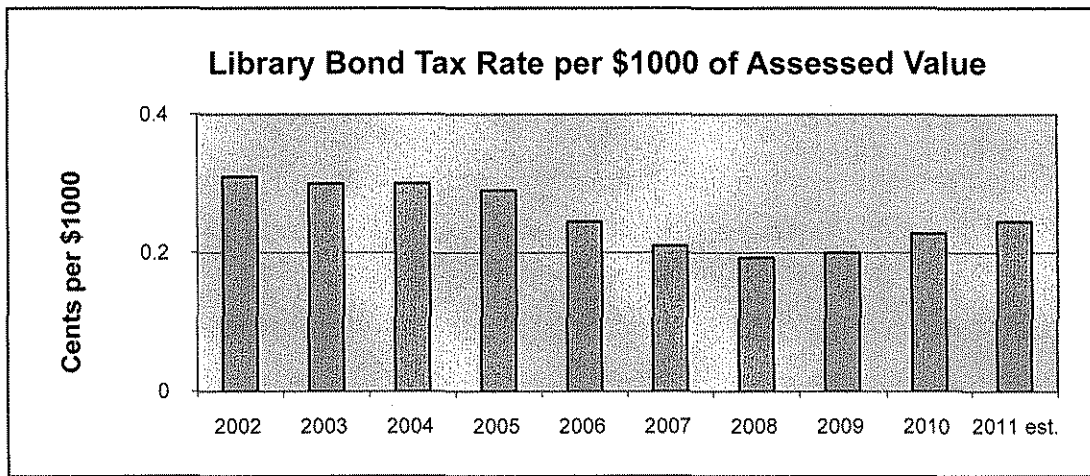
EXPENDITURE DETAIL THREE YEAR COMPARISON

239.00	Actual Expended 2009	Actual Approp 2010	Estimated Required 2011
Redemption of General Long Term Debt			
591 720 Principal on Library Bonds	\$ 396,000	\$ 412,000	\$ 434,000
591 760 Principal on Park Bonds	60,000	-	-
Total Redemption of General Long Term Debt	<u>456,000</u>	<u>412,000</u>	<u>434,000</u>
Interest and Other Debt Service			
592 720 Interest on Library Bonds	\$ 229,390	\$ 210,123	\$ 190,069
592 760 Interest on Park Bonds	1,590	-	-
Total Interest and Other Debt Service	<u>230,980</u>	<u>210,123</u>	<u>190,069</u>
Total Unlimited Tax General Obligation Bond Redemption Fund	<u>\$ 686,980</u>	<u>\$ 622,123</u>	<u>\$ 624,069</u>
			0.31%

**UNLIMITED TAX GENERAL OBLIGATION
BOND REDEMPTION SCHEDULES**

2005 Refunding Library Bonds

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Last Year of Payment</u>
2011	\$ 434,000	\$ 190,069	\$ 624,069	
2012	450,000	174,011	624,011	
2013	466,000	157,361	623,361	
	<u>\$ 1,350,000</u>	<u>\$ 521,441</u>	<u>\$ 1,871,441</u>	2020



LIMITED TAX GENERAL OBLIGATION BOND REDEMPTION

MISSION STATEMENT

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

REVENUE DETAIL THREE YEAR COMPARISON

240.00	Actual Revenue 2009	Adjusted Estimated 2010	Estimated Revenue 2011
Taxes:			
311 100 Real and Personal Property	\$ 301,633	\$ 300,113	\$ 300,533
Total Taxes	301,633	300,113	300,533
Other Financing Sources:			
397 000 Operating Transfers In:	548,293	575,838	569,680
Total Other Financing Sources	548,293	575,838	569,680
Total Estimated Resources	\$ 849,926	\$ 875,951	\$ 870,213

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

240.00			Actual Expended 2009	Actual Approp 2010	Estimated Required 2011
591	210	Police Facility/Principal	\$ 210,000	\$ 220,000	\$ 285,000
	210	Pacific Rim Blvd/Principal	50,000	50,000	-
	220	Fire Pumper/Engine Loan/Principal	26,506	52,593	54,723
	595	SE 1st Street Road Improvements/Principal	33,252	33,252	33,252
	595	Parker Street 1996/Principal	96,429	96,429	96,429
	595	Parker Street 1997/Principal	57,857	57,857	57,857
	595	SE 1st Street Construction/Principal	143,988	143,988	143,988
	595	Street Reconstruction/Principal	128,765	128,765	128,765
592	210	Police Facility/Interest	38,438	27,413	15,533
	210	Pacific Rim Blvd/Interest	5,325	2,700	-
	220	Fire Pumper Truck Interest	7,197	14,813	12,683
	595	SE 1st Street Road Improvements/Interest	2,161	1,995	1,829
	595	Parker Street 1996/Interest	23,143	20,250	17,357
	595	Parker Street 1997/Interest	15,621	13,886	12,150
	595	SE 1st Street Construction/Principal	10,799	10,079	9,359
	595	Street Reconstruction/Principal	2,575	1,931	1,288
Total Limited Tax General					
Obligation Bond Redemption Fund			<u>\$ 852,055</u>	<u>\$ 875,951</u>	<u>\$ 870,213</u>
					-0.66%

1996 Limited Tax Bonds (Police Facility)

	Principal	Interest	Total	Last Year of Payment	Revenue Source
2011	\$ 285,000	\$ 15,533	\$ 300,533	2011	G.O. Taxes

Parker Street - 1996 PWTF Loan

	Principal	Interest	Total	Last Year of Payment	
2011	\$ 96,429	\$ 17,357	\$ 113,786		
2012	96,429	14,464	110,893		
2013	96,429	11,571	108,000	2016	TIF

Parker Street - 1997 PWTF Loan

	Principal	Interest	Total	Last Year of Payment	
2011	\$ 57,857	\$ 12,150	\$ 70,007		
2012	57,857	10,414	68,271		
2013	57,857	8,679	66,536	2017	TIF

SE 1st Street Improvements - 2001 PWTF Loan

	Principal	Interest	Total	Last Year of Payment	Revenue Source
2011	\$ 33,252	\$ 1,829	\$ 35,081		
2012	33,252	1,662	34,914		
2013	33,252	1,496	34,748	2021	TIF

SE 1st St. Construction - 2003 PWTF Loan

	Principal	Interest	Total	Last Year of Payment	
2011	\$ 143,988	\$ 9,359	\$ 153,347		
2012	143,988	8,639	152,627		
2013	143,988	7,919	151,907	2023	TIF

Street Reconstruction - 2002 PWTF Loan

	Principal	Interest	Total	Last Year of Payment	
2011	\$ 128,765	\$ 1,288	\$ 130,053		
2012	128,765	644	129,409	2012	REET II

Fire Engine - 2008 Loan

	Principal	Interest	Total	Last Year of Payment	
2011	\$ 54,723	\$ 12,683	\$ 67,406		
2012	56,940	10,466	67,406		
2013	59,247	8,159	67,406	2016	FIF & REET 1

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.

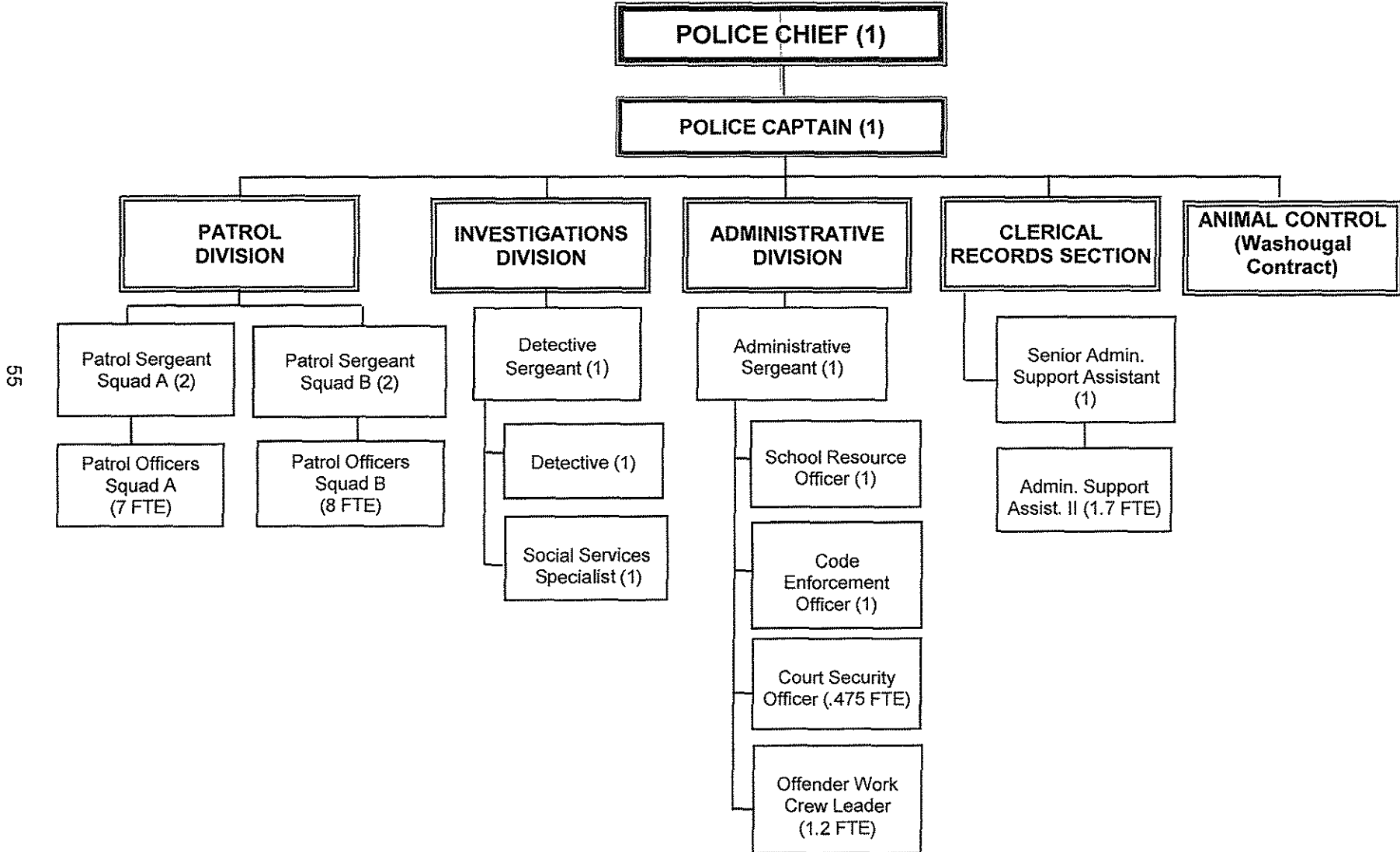
REVENUE DETAIL THREE YEAR COMPARISON

611.00	Actual Revenue 2009	Adjusted Estimated 2010	Estimated Revenue 2011
Miscellaneous Revenues:			
361 110 Investment Interest	\$ 101,848	\$ 39,871	\$ -
369 000 Employer Contribution	30,875	31,032	25,000
Total Miscellaneous Revenues	<u>132,723</u>	<u>70,903</u>	<u>25,000</u>
Total Estimated Revenues	<u>\$ 132,723</u>	<u>\$ 70,903</u>	<u>\$ 25,000</u>

EXPENDITURE DETAIL THREE YEAR COMPARISON

611.00.522	Actual Expended 2009	Actual Approp 2010	Estimated Required 2011
Disability and Retirement:			
200 Pension and Disability	\$ 14,719	\$ 25,000	\$ 25,000
Total Firemen's Pension	<u>\$ 14,719</u>	<u>\$ 25,000</u>	<u>\$ 25,000</u>

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

As stated in our Departmental goals for 2011, the transition of the Camas/Washougal Court to the City of Camas as the host agency will occur on January 2, 2011. This is projected to financially benefit our city by saving overhead costs previously paid to Clark County District Court.

JUDICIAL EXPENDITURE DETAIL THREE YEAR COMPARISON

001.02.	Actual Expended 2009	Actual Approp 2010	Estimated Required 2011
512 500 MUNICIPAL COURT			
Intergovernmental Services and Taxes	\$ 129,870	\$ 194,200	\$ 225,000
512 810 INDIGENT DEFENSE			
Other Services and Charges	44,975	44,000	48,000
TOTAL JUDICIAL	\$ 174,845	\$ 238,200	\$ 273,000
% Increase (Decrease) Prior Year		36.23%	14.61%

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 2011

The transition of the Camas/Washougal Municipal Court to the City of Camas as the host agency stands out as being one of our most important tasks for 2011. With the transition date set at January 2, 2011, the Department is currently working with all stakeholder groups to ensure a seamless transition of the court function. Like all transactions, there are bound to be some unforeseen problems that we will need to address in the coming year. Our court transition allows us to keep court services local and better prepare us for the eventual full transition wherein we no longer use employees of Clark County District Court.

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 continue to provide for the welfare of children and victims of sexual assault through the work of our Social Service Specialist in the Detective unit. This highly specialized program is unique to Camas Police and is not commonly found in small law enforcement agencies. It blends the disciplines of social worker with that of a criminal investigator.

We operate a Detective unit staffed by two sworn police officers, in addition to the Social Service Specialist. This unit conducts investigations into serious crime, including person crimes, narcotics and vice offenses.

Through a cooperative effort with the City of Washougal, we receive animal control services on a contract basis. This budget year, we are becoming the host agency for the Camas/Washougal Municipal Court. As the host, we take over the facilities and management of Court operations and only hire out the staff under a contract with Clark County District Court. The City of Washougal is a partner in this municipal court program and costs are split using a formula established by both cities.

COMMENTS ON BUDGET APPROPRIATIONS

The 2010 budget year was the third consecutive year in which the Police Department took several steps to reduce expenditures. Once again, we did not fill an open police officer position that was authorized to begin mid-year, returning those funds to the City in the way of an end of year carry over.

**LAW ENFORCEMENT EXPENDITURE DETAIL
THREE YEAR COMPARISON**

001.08.		Actual Expended 2009	Actual Approp 2010	Estimated Required 2011
521	100 ADMINISTRATION			
	Salaries and Wages	\$ 269,258	\$ 331,512	\$ 342,272
	Personnel Benefits	109,005	119,857	137,252
	Supplies	6,412	5,700	4,700
	Other Services and Charges			
	Professional Services	9,172	3,000	2,000
	Communications (\$100), Travel (\$1,500)	8,329	8,500	7,400
	Repairs/Maint. (\$2,800), Registrations and laundry (\$3,000)			
	Interfund Payments for Services	15,156	20,777	26,358
521	POLICE OPERATIONS			
	220 PATROL AND INVESTIGATIONS			
	Salaries and Wages	1,758,649	1,839,000	1,826,300
	Overtime	51,078	50,000	52,000
	Personnel Benefits	644,887	665,905	697,193
	Supplies	17,753	19,540	20,550
	Other Services and Charges	18,694	24,250	25,605
	Professional Service (\$2,500)			
	Uniform cleaning (\$7,000), Communication (\$300)			
	Insurance (\$12,805 liability), Travel (\$1,000),			
	Repairs and Maint. (\$2,000)			
	Intergovernmental Services	13,010	14,800	15,000
	Interfund Payments for Services	183,519	204,083	185,857
	300 COMMUNITY SERVICES			
	Salaries and Wages	49,989	54,262	-
	Personnel Benefits	25,186	27,703	-
	Supplies	1,054	1,000	-
	Other Services and Charges	538	1,750	-
	Communication (\$400), Registrations (\$500)			
	Intergovernmental Services	41,095	-	-
	Interfund Payments for Services	3,552	5,872	-
	400 TRAINING			
	Supplies	5,156	7,800	9,000
	Other Services and Charges	15,791	22,330	14,000
	Travel (\$7,000)			
	Registrations, publications (\$7,000)			
	Intergovernmental Services	-	2,500	2,000
	500 FACILITIES			
	Salaries and Wages	7,441	9,000	8,000
	Personnel Services	2,514	3,000	2,700
	Supplies	8,929	11,500	8,500
	Other Services and Charges	79,955	92,500	85,630
	Insurance (\$8,830 property insurance),			
	Public Utilities (\$47,000)			
	Repairs and Maintenance (\$13,000)			
	Janitorial and mat cleaning services (\$16,800)			

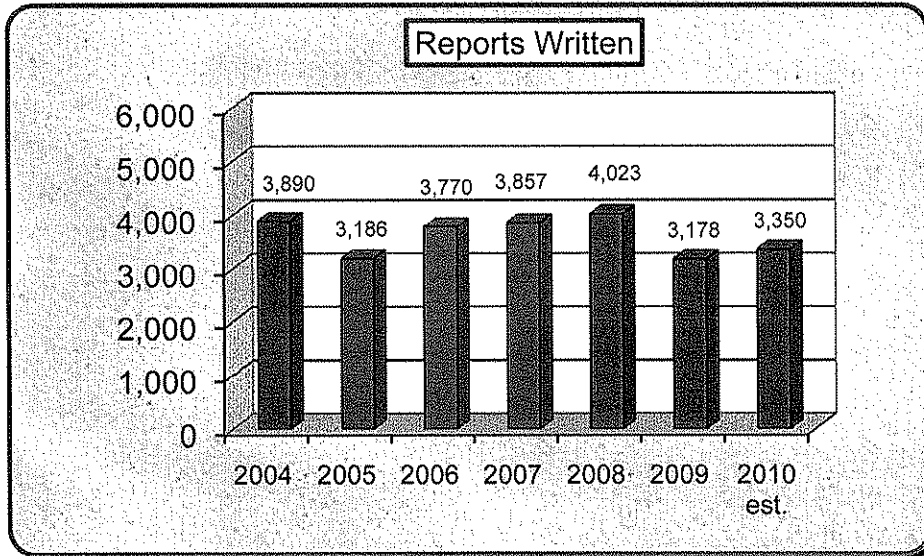
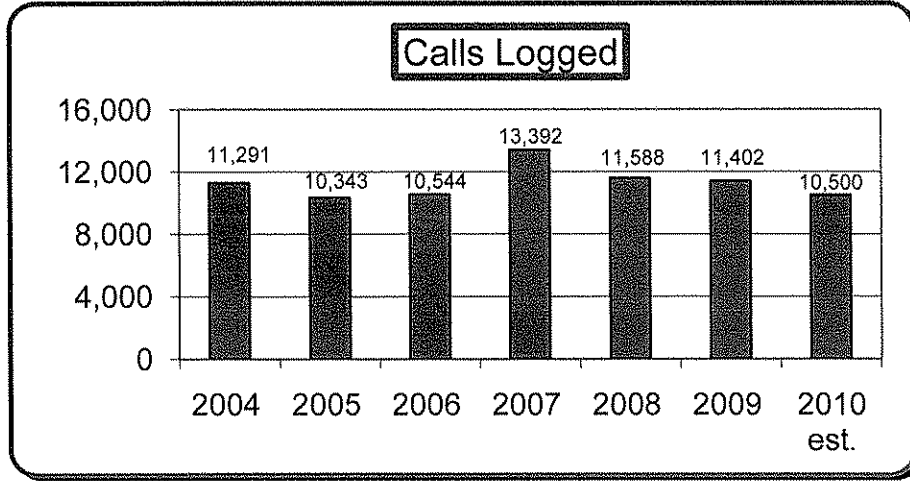
**LAW ENFORCEMENT EXPENDITURE DETAIL
THREE YEAR COMPARISON**

(Continued)

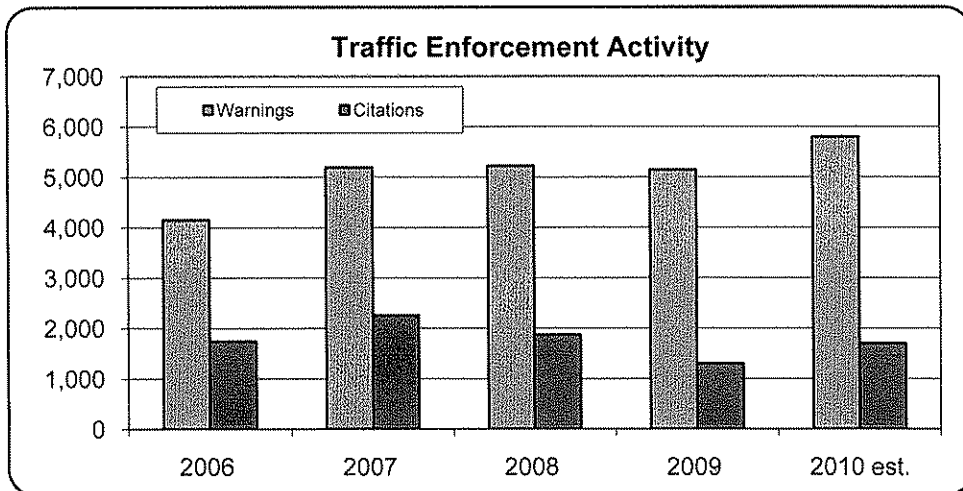
001.08	Actual Expended 2009	Actual Approp 2010	Estimated Required 2011
900 CODE ENFORCEMENT			
Salaries and Wages	-	-	57,208
Personnel Benefits	-	-	29,507
Supplies	85	-	900
Other Services and Charges	50	-	1,200
Miscellaneous (\$900), Travel (\$300)			
Interfund Payments for Services	1,800	-	5,486
920 OTHER MUNICIPAL SERVICES - SOCIAL SERVICES			
Salaries and Wages	65,697	66,784	66,788
Personnel Benefits	17,824	18,740	20,997
Other Services and Charges	68	750	550
Miscellaneous (\$500), Travel (\$50)			
930 FINGERPRINTING/OTHER AGENCY			
Intgovernmental Professional Services	1,746	1,900	3,000
950 DISABILITY AND RETIREMENT LEOFF-1			
Personnel Benefits	68,111	97,800	115,500
528 600 COMMUNICATION, OPERATIONS, CONTRACTED SERVICES			
Intergovernmental Services	235,002	225,000	227,250
528 800 COMMUNICATIONS, GENERAL			
Supplies	415	350	350
Other Services and Charges	17,656	24,000	26,500
Communication (\$25,000 cell phones, pagers, telephone, \$1,500 Smead software contract)			
Repairs and Maintenance (\$1,500 repair phones and radios)			
CAPITAL OUTLAY			
Machinery and Equipment	-	12,000	-
TOTAL LAW ENFORCEMENT AND COMMUNICATIONS	<u>\$ 3,754,577</u>	<u>\$ 3,993,465</u>	<u>\$ 4,027,553</u>
% Increase (Decrease) Prior Year		6.36%	0.85%

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.

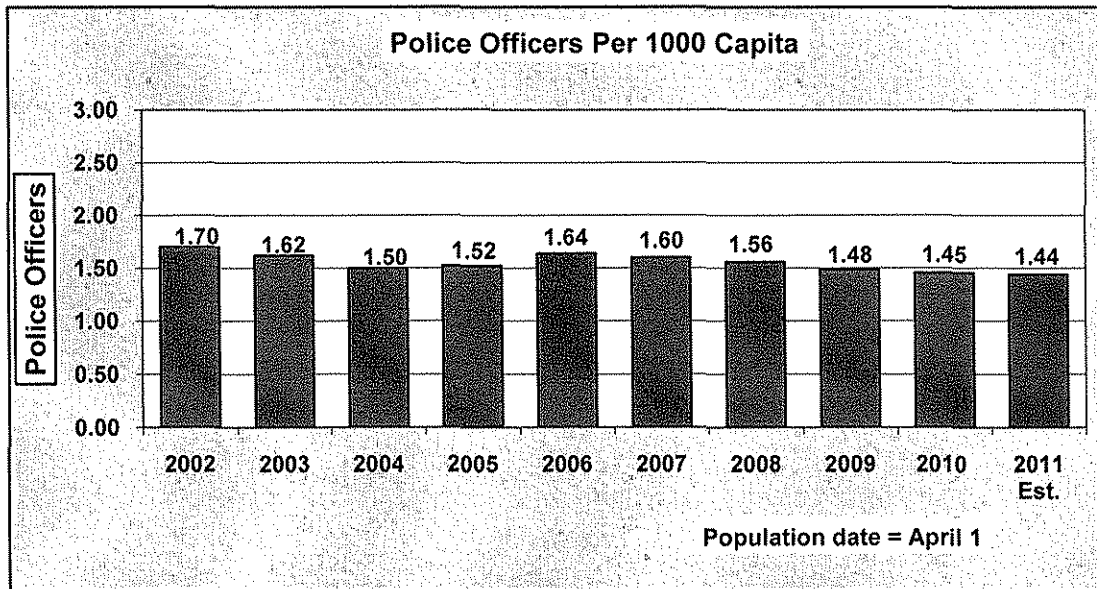


LAW ENFORCEMENT PERSONNEL SCHEDULE

	Actual Approp 2010	Estimated Required 2011
Police Chief	\$ 113,509	\$ 119,950
Police Captain	91,548	97,082
Senior Admin Support Assistant	53,355	54,940
Admin Support Assistant II (1.7 FTE)	72,650	69,850
Administrative Overtime	450	450
Police Sergeant (6 FTE)	508,539	529,373
Police Officers (17.75 FTE - 2010, 17 FTE - 2011)	1,223,856	1,221,607
Police Operations Overtime	50,000	52,000
Holiday Pay	74,505	75,320
Code Enforcement Officer	53,762	57,008
Code Enforcement Overtime	500	200
Social Services Specialist	66,034	66,038
Social Services Specialist Overtime	750	750
TOTAL LAW ENFORCEMENT	\$ 2,309,458	\$ 2,344,568

% Increase (Decrease) Prior Year

1.52%



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 2009	Actual Approp 2010	Estimated Required 2011
300 PROBATION AND PAROLE SERVICES			
Salaries and Wages	\$ 59,249	\$ 64,026	\$ 64,029
Personnel Services	9,486	9,144	13,090
Supplies	2,687	5,200	5,200
Other Services and Charges	1,026	1,800	1,950
Intergovernmental Services	88,478	72,964	65,000
Interfund Payments	6,588	8,177	7,749
600 CARE AND CUSTODY OF PRISONERS			
Salaries and Wages	24,391	26,114	26,862
Personnel Services	3,740	4,372	5,159
Supplies	4	200	200
Other Services and Charges	16	-	-
Intergovernmental Services	205,467	205,655	272,618
TOTAL DETENTION AND CORRECTION	\$ 401,132	\$ 397,652	\$ 461,857
% Increase (Decrease) Prior Year		-0.87%	16.15%

DETENTION AND CORRECTION PERSONNEL SCHEDULE

	Actual Approp 2010	Estimated Required 2011
Offender Crew Leader (2 at .6 FTE)	\$ 60,326	\$ 60,329
Offender Crew Extra Hours	3,700	3,700
Court Security Officer (.475 FTE)	25,034	25,782
Court Security Officer Extra Hours	1,080	1,080
Total Personnel	<u>\$ 90,140</u>	<u>\$ 90,891</u>
% Increase (Decrease) Prior Year		0.83%

ANIMAL CONTROL

MISSION STATEMENT

The Animal Control Department provides for animal control expenses.

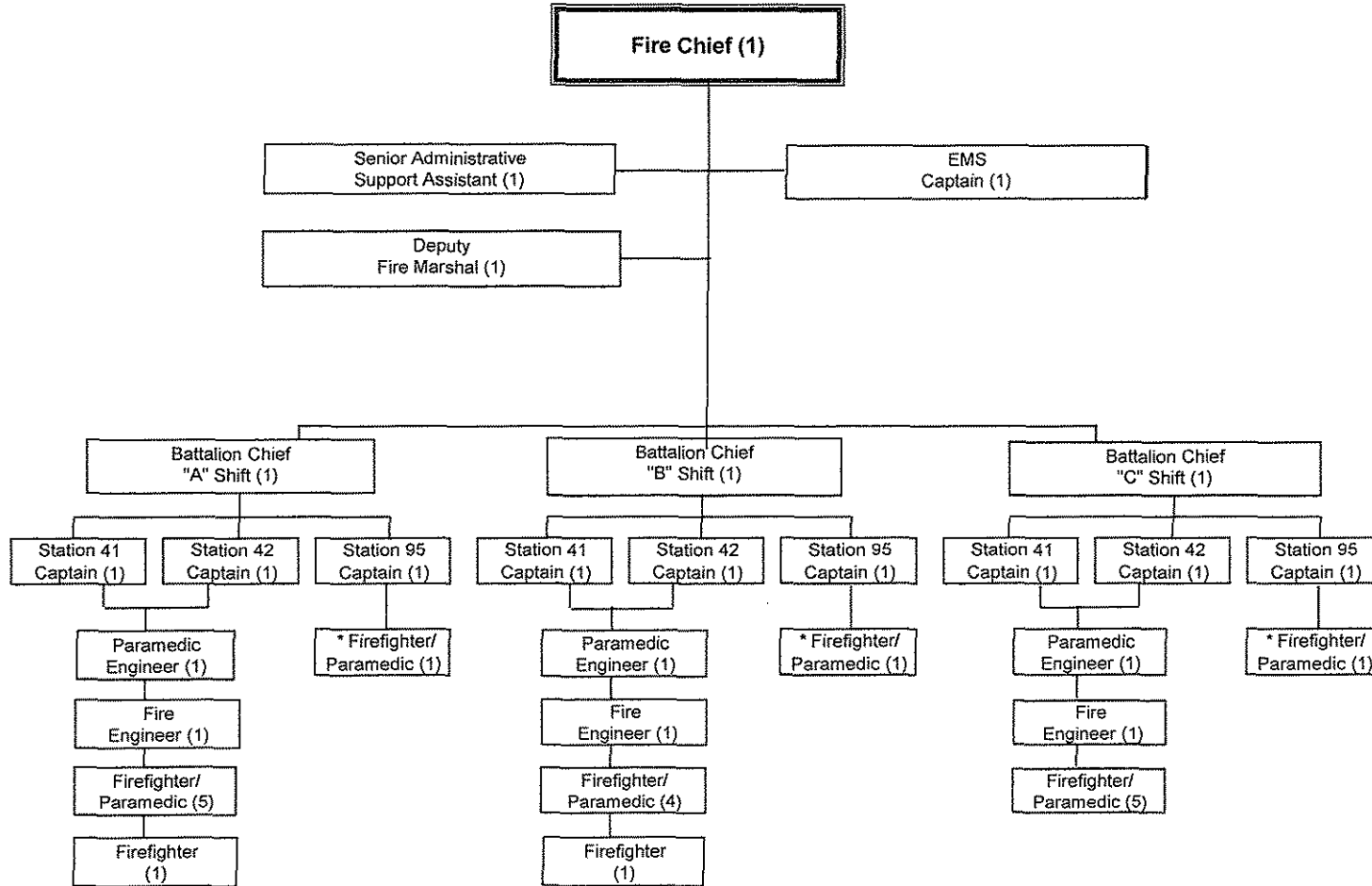
ACTIVITIES AND SERVICES

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 2009	Actual Approp 2010	Estimated Required 2011
539 300 ANIMAL CONTROL			
Supplies	\$ -	\$ 500	\$ -
Intergovernmental Services	92,659	85,000	93,500
Total Other Physical Environment	\$ 92,659	\$ 85,500	\$ 93,500
% Increase (Decrease) Prior Year		-7.73%	9.36%

FIRE DEPARTMENT



64

* Station 95 requires only one paramedic, depending on staffing assignments this may be the Captain or the other staff member

FIRE DEPARTMENT

MISSION STATEMENT

Provide quality, cost effective fire suppression, fire prevention, emergency medical services and educational programs to the communities we serve.

DEPARTMENTAL GOALS FOR 2011

1. Develop plans to consolidate resources with neighboring jurisdictions to eliminate duplication of efforts, improve service and reduce costs.
2. Improve staffing levels within budget authority and develop plans to allocate resources where they best serve the community
3. Continue to improve the Wellness Program to improve the health and safety of our employees, reduce duty related injuries and provide an environment that reduces the use of sick leave.
4. Provide a positive work environment and assist employees in achieving career goals.
5. Provide the proper training programs to keep employees safe from harm and injury.
6. Continue to monitor the use of overtime and its impact on the budget.
7. Look for grant opportunities for tools, equipment, apparatus and staffing.
8. Develop plans for staffing needs, facilities and equipment north of the lake.
9. Develop plans for the maintenance and repair of Grass Valley Station 42.

ACTIVITIES AND SERVICES

Your fire department has a staff of forty-one (41) employees serving the community from two Camas fire stations and one fire station in Washougal. There are four (4) personnel in the administrative office and the balance of twenty-six (26) firefighter/paramedics and eleven (11) firefighter IV Techs strategically located in fire stations.

The administrative office includes the Fire Chief and one (1) Sr. Administrative Assistant whose duties are to manage the day-to-day emergency and non-emergency operations of the fire department.

One (1) EMS Captain is assigned to administration to manage: training, evaluation of personnel, equipment, ambulances and attend county-wide EMS meetings and training.

The Fire Prevention office is staffed by one (1) Deputy Fire Marshal, who is responsible for plan review, fire investigations, permit review, fire and life safety inspections, fire safety education, code review, school inspections, and review new construction plans and follow up on fire prevention complaints.

Fire suppression services are provided 24/7 by the thirty-seven (37) firefighters and firefighter/paramedics located in three (3) fire stations. Your department is a full function department that has the same capabilities of most urban and sub-urban fire departments.

The department responds to over thirty-five hundred (3,500) fire and medical incidents per year. Over seventy percent (70%) of emergencies are medical in nature and require both a medical and fire response.

**FIRE DEPARTMENT EXPENDITURE DETAIL
THREE YEAR COMPARISON**

001.09		Actual Expended 2009	Actual Approp 2010	Estimated Required 2011
522	100 ADMINISTRATION			
	Salaries and Wages	\$ 80,895	\$ 82,574	\$ 85,047
	Overtime	869	500	-
	Personnel Benefits	20,380	21,409	24,471
	Supplies	47	-	-
	Other Services and Charges	1,811	2,100	3,000
	Interfund Payments for Services	3,228	3,400	3,300
522	FIRE SUPPRESSION			
	210 REGULAR FORCE			
	Salaries and Wages	1,664,176	1,714,333	1,615,089
	Overtime	158,608	110,000	145,000
	Personnel Benefits	500,495	530,426	552,841
	Supplies	31,050	28,000	25,000
	Other Services and Charges	114,988	68,400	64,000
	Professional Services (\$1,000 for equipment testing)			
	Insurance (\$27,000 liability insurance)			
	Repairs and Maintenance (\$30,000 on equipment and vehicles)			
	Registrations, publications, laundry, operating rentals (\$6,000)			
	Interfund Payments for Services	10,330	10,750	10,550
	230 WATER SERVICE			
	Other Services and Charges (public utility-hydrant rental)	10,800	11,500	11,500
	300 FIRE PREVENTION AND INVESTIGATION			
	Salaries and Wages	84,148	85,440	86,425
	Overtime	5,749	5,000	2,500
	Personnel Benefits	14,752	16,679	18,766
	Supplies	3,574	3,200	2,000
	Other Services and Charges	1,501	1,000	1,500
	Laundry, Handbooks and Repairs (\$1,500)			
	Interfund Payments for Services	5,808	6,040	5,925
	400 TRAINING			
	Supplies	821	1,000	500
	Other Services and Charges	8,266	5,400	3,500
	Professional Services (\$1,000)			
	Travel (\$500)			
	Registration, publications (\$2,000)			

**FIRE DEPARTMENT EXPENDITURE DETAIL
THREE YEAR COMPARISON**

(Continued)

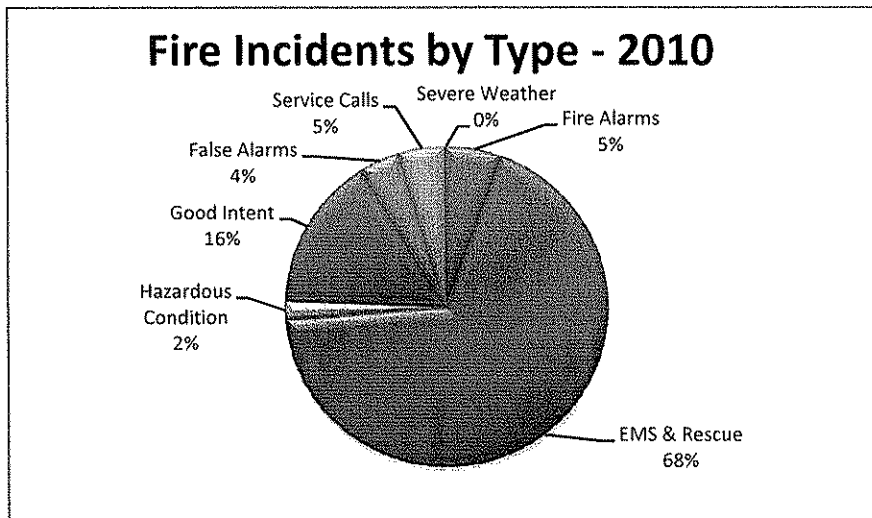
001.09	Actual Expended 2009	Actual Approp 2010	Estimated Required 2011
500 FACILITIES			
Salaries and Wages	5,820	5,000	7,000
Personnel Benefits	2,237	2,000	3,000
Supplies	5,879	4,250	5,250
Other Services and Charges	35,129	34,250	33,500
Professional Services (\$2,500 pest control, Sonitrol)			
Insurance (\$5,000 property insurance)			
Public Utility (\$21,000)			
Repairs and Maintenance (\$5,000 on bldg., HVAC, maintenance of station 42 and drill tower)			
950 DISABILITY AND RETIREMENT-LEOFF 1			
Personnel Benefits	44,933	43,626	45,000
Pension & Disability	31,032	31,700	37,000
528 COMMUNICATIONS			
600 OPERATIONS, CONTRACTED SERVICES			
Intergovernmental Services	70,521	69,300	67,000
800 COMMUNICATIONS, GENERAL			
Supplies	2,052	2,600	1,100
Other Services and Charges	24,608	21,150	22,600
Professional Services (\$100)			
Communication (\$20,000 for phones, internet)			
Repairs and Maintenance (\$2,500 for radio repairs)			
594 220 CAPITAL OUTLAY			
Machinery and Equipment	448	-	-
TOTAL FIRE CONTROL AND COMMUNICATIONS	<u>\$ 2,944,956</u>	<u>\$ 2,921,027</u>	<u>\$ 2,882,364</u>
		-0.81%	-1.32%

FIRE DEPARTMENT PERSONNEL SCHEDULE

	Actual Approp 2010	Estimated Required 2011
Fire Chief (.5 FTE)	\$ 58,344	\$ 60,096
Sr. Admin Support Assistant (.5 FTE)	24,230	24,951
Overtime	500	-
Battalion Chiefs (3.2 FTE - 2010, 2.4 FTE - 2011)	319,028	239,271
Fire Captain (8)	701,912	711,492
Engineers (3)	224,316	224,316
Firefighter/Paramedic (4 FTE - 2010, 3.5 FTE - 2011)	291,732	264,686
Firefighter (2)	142,416	142,416
Holiday Pay	34,929	33,893
Fire Suppression Overtime	110,000	145,000
Deputy Fire Marshal (1)	85,440	85,440
Fire Prevention Overtime	5,000	2,500
Total Fire Control	<u>\$ 1,997,847</u>	<u>\$ 1,934,061</u>
% Increase (Decrease) Prior Year		-3.19%

Statistics

	2006	2007	2008	2009	2010 (Est.)
Fire Alarms					
Residential Structure Fires	14	25	19	18	26
Structure Fires - Other than Residential	6	6	8	10	3
Structures Other than a Building	1	5	1	4	1
Cooking Fires	6	4	8	9	9
Chimney Fires	6	5	1	2	1
Trash or Rubbish Fires	20	17	13	12	9
Passenger Vehicle Fires	5	9	6	5	7
Brush or Grass Fires	22	8	17	21	10
Other	3	3	12	9	9
Total	83	82	85	90	75
EMS & Rescue					
Assist EMS Crew	870	868	913	792	912
Hazardous Condition					
Flammable Liquid Spill	4	5	4	5	7
Gas Leak	3	3	2	3	3
Electrical Wiring/Equipment Problem	7	10	7	11	9
Power Line Down	8	0	0	0	0
Other	13	16	16	6	5
Total	35	34	29	25	24
Good Intent					
Dispatched & Canceled	225	108	168	187	146
Wrong Location	0	0	0	0	0
No Incident Found	21	22	26	25	21
Smoke-Odor or Smoke-Steam	20	12	14	15	15
Other	22	21	25	20	29
Total	288	163	233	247	211
False Alarms					
False Alarms	8	8	15	11	12
Malicious	0	1	3	2	7
System Malfunction	53	52	28	20	12
Smoke Detector Malfunction	21	5	3	10	3
Other	4	17	25	24	19
Total	86	83	74	67	53
Service Calls					
Public or Invalid Assist-General Service	54	48	61	49	62
Severe Weather					
Severe Weather	3	1	1	0	1
TOTALS	1,419	1,279	1,396	1,270	1,338



EMERGENCY SERVICES

FUNCTION

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

ACTIVITIES AND SERVICES

The emergency management budget provides for an intergovernmental payment to the county emergency services operation. The cost is based on per-capita, but for 2010 the county was awarded a grant to offset some of the costs for this service.

EMERGENCY SERVICES EXPENDITURE DETAIL THREE YEAR COMPARISON

001.11.525	Actual Expended 2009	Actual Approp 2010	Estimated Required 2011
100 ADMINISTRATION			
Intergovernmental Services	\$ 16,766	\$ 13,539	\$ 17,000
TOTAL EMERGENCY SERVICES	<u>\$ 16,766</u>	<u>\$ 13,539</u>	<u>\$ 17,000</u>
% Increase (Decrease) Prior Year		-19.25%	25.56%

EMERGENCY RESCUE

MISSION STATEMENT

To provide the highest quality emergency medical service to our communities and to provide fast, professional and cost effective service for all emergencies.

SERVICES PROVIDED

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

This service is the result of a thirty year Emergency Medical Services Levy that the communities have regularly supported. Camas is the only fire service in Clark County that responds to medical emergencies, stabilizes and transports without the interruption of treatment.

Demand for service continues to increase steadily while the cost of service continues to rise. Every effort is being made to maintain or reduce costs and secure grants to offset costs.

**EMERGENCY RESCUE
REVENUE DETAIL
THREE YEAR COMPARISON**

115.00		Actual Revenue 2009	Adjusted Estimated 2010	Estimated Revenue 2011
291 740	Beginning Appropriated Fund Balance	\$ -	\$ -	\$ 142,866
311 100	Taxes:			
	Real and Personal Property	1,092,543	1,120,000	892,000
	Total Taxes	<u>1,092,543</u>	<u>1,120,000</u>	<u>892,000</u>
	Intergovernmental Revenue:			
334 040	State Grants	1,726	-	-
338 260	Shared Costs-Ambulance, Rescue, Emergency Aid	1,346,398	1,260,827	966,500
	Total Intergovernmental Revenue	<u>1,348,124</u>	<u>1,260,827</u>	<u>966,500</u>
	Charges for Goods and Services			
341 600	Printing and Duplicating	127	-	-
342 600	Ambulance and Emergency Aid Fees	880,644	880,000	875,000
347 900	Culture and Recreation (First-aid/CPR classes)	3,527	4,000	3,500
	Total Charges for Goods and Services	<u>884,298</u>	<u>884,000</u>	<u>878,500</u>
	Fines and Penalties			
359 900	Late Fees	14,572	14,000	14,000
	Total Fines and Penalties	<u>14,572</u>	<u>14,000</u>	<u>14,000</u>
	Miscellaneous Revenues:			
361 110	Investment Interest	1,256	1,500	1,000
367 000	Contributions and Donations-Private Sources	255	1,500	-
369 900	Other Miscellaneous Revenue	2,936	-	300
	Total Miscellaneous Revenues	<u>4,447</u>	<u>3,000</u>	<u>1,300</u>
	Other Financing Sources:			
391 800	Intergovernmental Loan Proceeds	-	175,000	-
	Total Other Financing Sources	<u>-</u>	<u>175,000</u>	<u>-</u>
	Total Estimated Revenues	<u>3,343,984</u>	<u>3,456,827</u>	<u>2,752,300</u>
	Total Estimated Resources	<u>\$ 3,343,984</u>	<u>\$ 3,456,827</u>	<u>\$ 2,895,166</u>

**EMERGENCY RESCUE EXPENDITURE DETAIL
THREE YEAR COMPARISON**

115.00	Actual Expended 2009	Actual Approp 2010	Estimated Required 2011
526 100 ADMINISTRATION			
Salaries and Wages	\$ 112,942	\$ 108,981	\$ 85,047
Overtime	55	500	-
Personnel Benefits	33,159	32,839	28,481
Supplies	338	-	350
Other Services and Charges	4,936	5,250	250
Interest	2,708	9,200	4,000
Interfund Payments	110,012	127,955	138,153
200 AMBULANCE SERVICES			
Salaries and Wages	1,587,710	1,696,047	1,525,630
Overtime	214,010	150,000	200,000
Personnel Benefits	508,300	553,755	514,990
Supplies	163,508	149,000	151,000
Other Services and Charges	71,853	89,700	81,500
Professional services (\$7,000 for vaccinations, medical advice)			
Operating rentals (\$5,800 for oxygen cylinders, copier lease)			
Insurance (\$40,000 liability and property insurance), Travel (\$1,000)			
Repairs and Maintenance (\$20,000 for equipment and ambulances)			
Communication (\$200), Medical waste disposal, laundry (\$7,500)			
Interfund Payments for Services	5,162	5,400	5,265
400 TRAINING			
Supplies	1,884	3,000	2,000
Other Services and Charges	32,685	10,000	8,500
Professional Services (instructors \$4,500)			
Travel (\$2,000), Training, Registrations, Misc. (\$2,000)			
528 600 COMMUNICATIONS, ALARMS AND DISPATCH OPERATIONS, CONTRACTED SERVICES			
Intergovernmental Services and Taxes	134,530	128,000	128,000
800 COMMUNICATIONS, GENERAL			
Supplies	2,916	6,000	3,000
Other Services and Charges	19,050	16,000	19,000
Communication (\$15,000 for phones, internet)			
Repairs and Maintenance (\$4,000 for radio, GPS, VRMS repair)			
594 260 CAPITAL OUTLAY			
Ambulance	-	365,200	-
597 000 OTHER FINANCING USES			
Operating Transfers	19,000	-	-
TOTAL EMERGENCY RESCUE FUND	\$ 3,024,760	\$ 3,456,827	\$ 2,895,166
		14.28%	-16.25%

EMERGENCY RESCUE PERSONNEL SCHEDULE

Approp
2010 Required
2011

AMBULANCE, RESCUE AND EMERGENCY AID

ADMINISTRATION

Fire Chief (.5 FTE)	\$ 58,344	\$ 60,096
Sr. Admin. Support Specialist (.5 FTE)	24,230	24,951
Financial Assistant II (.5 FTE - 2010, 0 - 2011)	26,407	-
Overtime	500	-

TOTAL ADMINISTRATION

109,481	85,047
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AMBULANCE

Battalion Chiefs (.80 FTE - 2010, .60 FTE - 2011)	79,756	59,818
Captains (2)	178,276	178,436
Engineers (3)	245,664	245,664
Firefighter/Paramedic (14 FTE - 2010, 13.5 FTE - 2011)	1,036,847	1,011,410
Firefighters (2 FTE - 2010, 0 - 2011)	122,832	-
Holiday Compensation	32,672	30,302
Overtime	150,000	200,000

TOTAL AMBULANCE

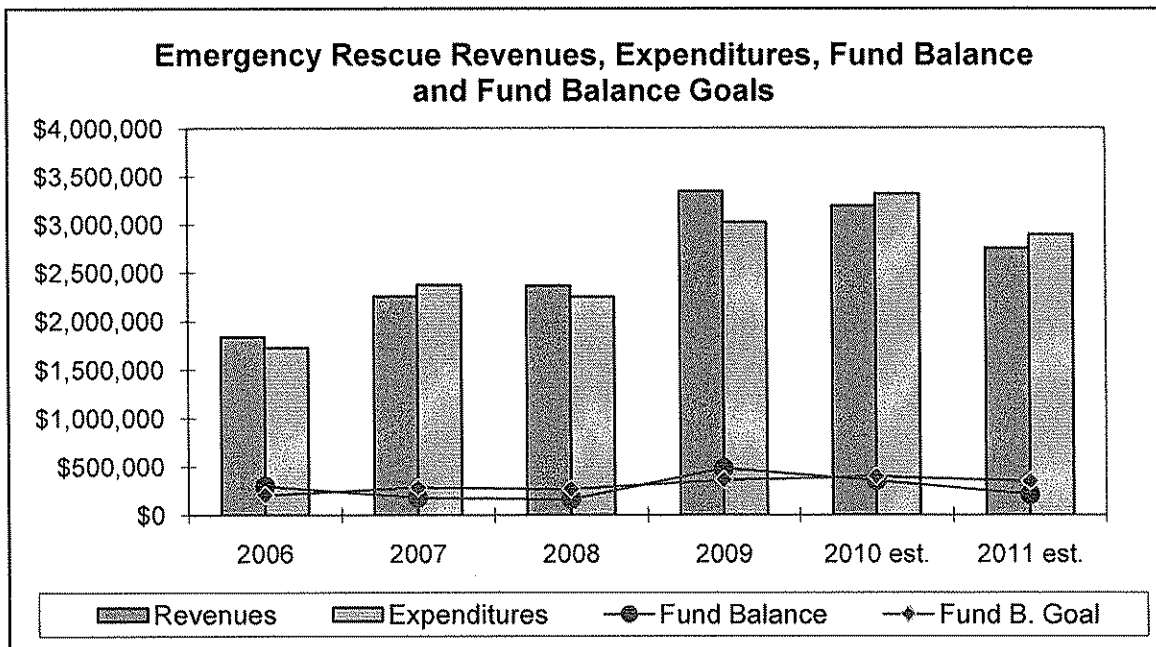
1,846,047	1,725,630
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TOTAL AMBULANCE, RESCUE AND EMERGENCY AID

\$ 1,955,528	\$ 1,810,677
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% Increase (Decrease) over prior year -7.41%

* Replacement ambulance (2 in 2010) \$ 365,200 \$ -

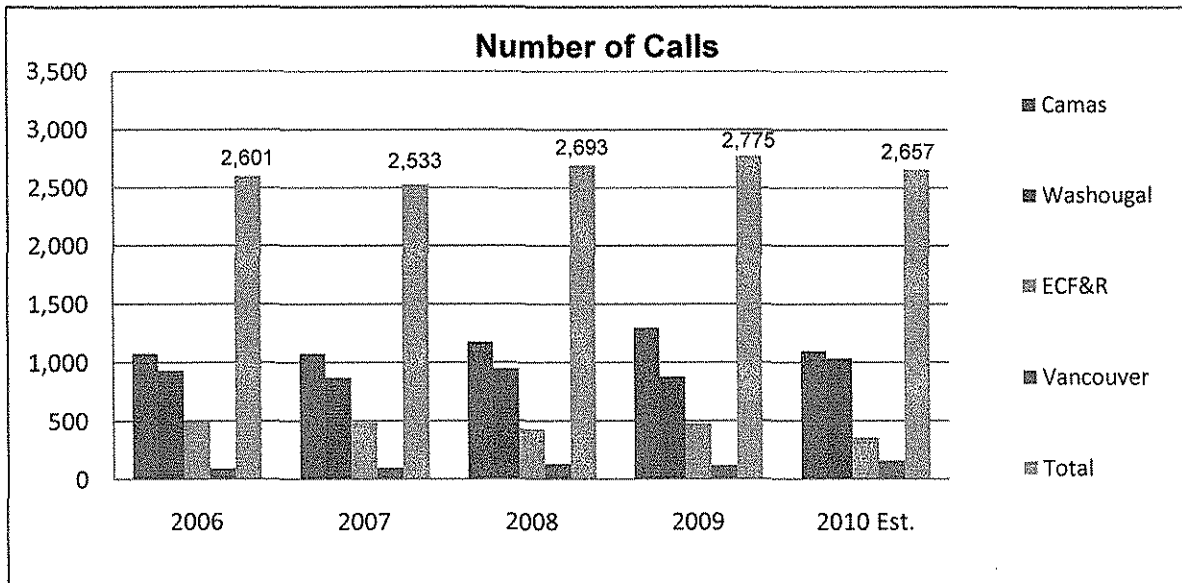


Fund balance goal is 12% of expenses

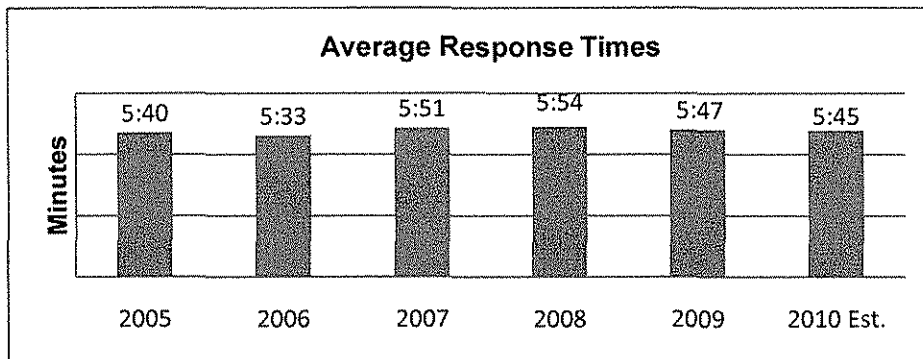
Statistics

Through the EMS levy and mutual aid agreements, the Camas Fire Department provides paramedic services to many areas in Eastern Clark County. The information below details the number of calls for service to the different geographic areas. In 2006, Clark County Fire District 9 and 1 merged to create East County Fire & Rescue. On average, just under sixty percent of calls for service involve a patient transport to a hospital.

	Camas	Washougal	ECF&R	Vancouver	Total	Transported
2006	1,078	932	496	95	2,601	1,534 (59%)
2007	1,076	872	486	99	2,533	1,486 (59%)
2008	1,177	952	432	132	2,693	1,533 (57%)
2009	1,300	879	476	120	2,775	1,529 (55%)
2010 Est.	1,099	1,037	360	161	2,657	1,637 (54%)



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

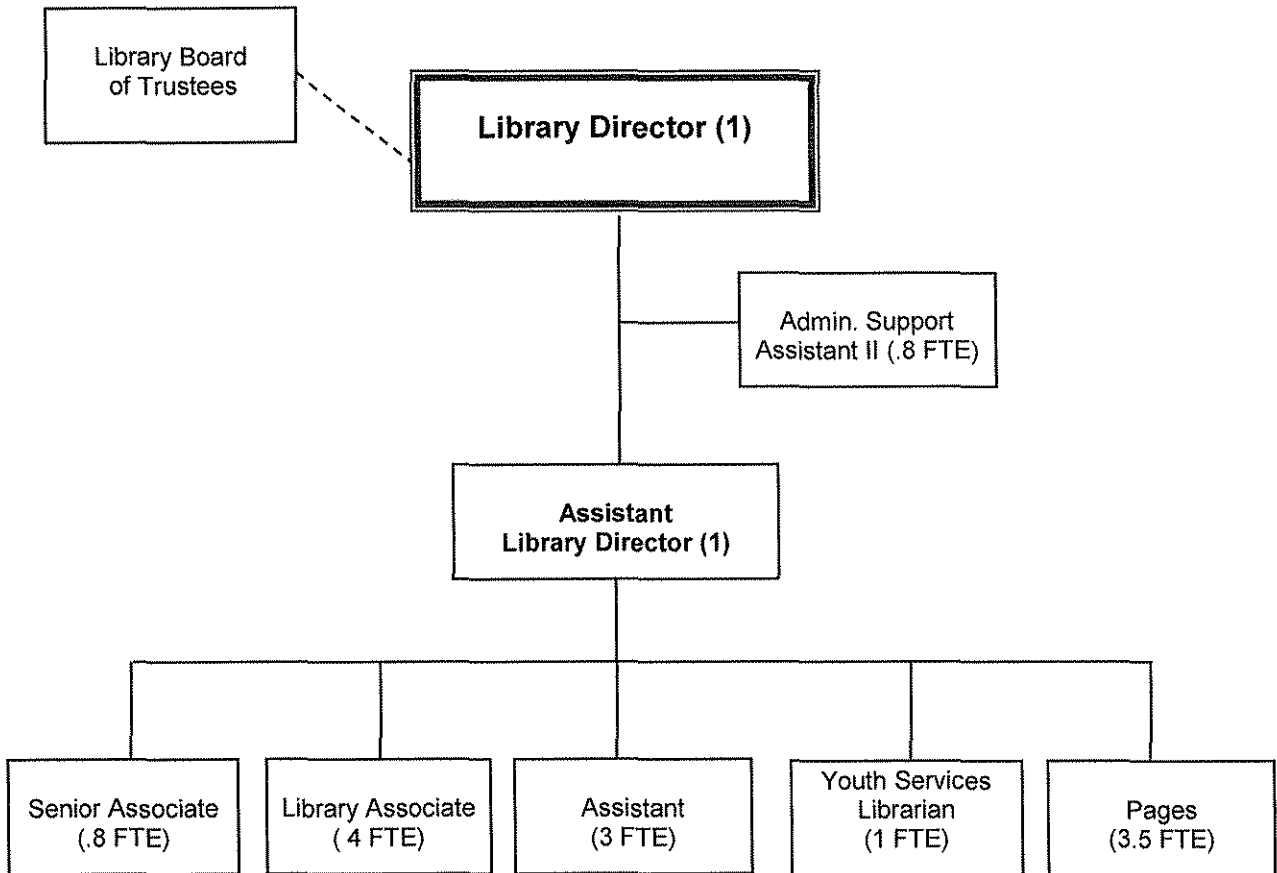
	FTE		Actual	Estimated
	2010	2011	Approp. 2010	Required 2011
<u>Fire Staff</u>				
Fire Chief	0.5	0.5	58,344	60,096
Sr. Admin Support Asst.	0.5	0.5	24,230	24,951
Overtime			500	-
Battalion Chief	3.20	2.40	319,028	239,271
Fire Captain/Paramedic	4.00	4.00	360,152	369,732
Fire Captain	4.00	4.00	341,760	341,760
Fire Engineer	3.00	3.00	224,316	224,316
Firefighter/Paramedic	4.00	3.50	291,732	264,686
Firefighter	2.00	2.00	142,416	142,416
Holiday Pay			34,929	33,893
Overtime			110,000	145,000
Deputy Fire Marshal	1.00	1.00	85,440	85,440
Overtime			5,000	2,500
Fire FTE	<u>22.20</u>	<u>20.90</u>	<u>\$ 1,997,847</u>	<u>\$ 1,934,061</u>
<u>EMS Staff</u>				
Fire Chief	0.5	0.5	58,344	60,096
Sr. Admin Support Asst.	0.5	0.5	24,230	24,951
Financial Asst. II	0.5	0.0	26,407	-
Overtime			500	-
Battalion Chief	0.80	0.60	79,756	59,818
Captain/Paramedic	2.00	2.00	178,276	178,436
Paramedic Engineer	3.00	3.00	245,664	245,664
Firefighter/Paramedic	14.00	13.50	1,036,847	1,011,410
Firefighter	2.00	0.00	122,832	-
Holiday Pay			32,672	30,302
Overtime			150,000	200,000
EMS FTE	<u>23.30</u>	<u>20.10</u>	<u>\$ 1,955,528</u>	<u>\$ 1,810,677</u>
Total Fire/EMS FTE	<u>45.50</u>	<u>41.00</u>	<u>\$ 3,953,375</u>	<u>\$ 3,744,738</u>

FTE Comparison

2010	Fire	EMS	Total
Chief	0.5	0.5	1
Battalion Chief	3.2	0.8	4
Deputy Fire Marshal	1	0	1
Captain	8	2	10
Engineer	3	3	6
Firefighter/Paramedic	4	14	18
Firefighter	2	2	4
Sr. Admin. Support Asst.	0.5	0.5	1
Financial Asst. II	0	0.5	0.5
	<u>22.20</u>	<u>23.30</u>	<u>45.50</u>

2011	Fire	EMS	Total
Chief	0.5	0.5	1
Battalion Chief	2.4	0.6	3
Deputy Fire Marshal	1	0	1
Captain	8	2	10
Engineer	3	3	6
Firefighter/Paramedic	3.5	13.5	17
Firefighter	2	0	2
Sr. Admin. Support Asst.	0.5	0.5	1
Financial Asst. II	0	0	0
	<u>20.90</u>	<u>20.10</u>	<u>41.00</u>

LIBRARY



LIBRARY DEPARTMENT

MISSION STATEMENT

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

DEPARTMENT GOALS FOR 2011

1. Continue to provide a wide array of quality contemporary library services, programs and facilities for customers.
2. Exploit use of existing technology to mitigate staff reductions and help achieve goal 1.
3. Develop new strategic plan to guide the library's future direction.

ACTIVITIES AND SERVICES

The strategic plan adopted in 2005 calls for increasing and improving collections, increasing library sponsored events, and exploring new avenues for service delivery.

In 2010, the Camas Public Library will circulate 320,000 items to borrowers. Over 250,000 people will enter the building to utilize services.

Through undertakings such as a summer reading program for all ages, weekly story times, after school programs, and regularly scheduled adult events, the library provides informational, educational, recreational, and cultural activities to well over 1,500 participants per month (18,000+ annually).

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 most Camas residents.

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

The staff and trustees, along with the Friends and Foundation, look for ways to economically and efficiently provide a diverse selection of services and activities. This will continue in 2011.

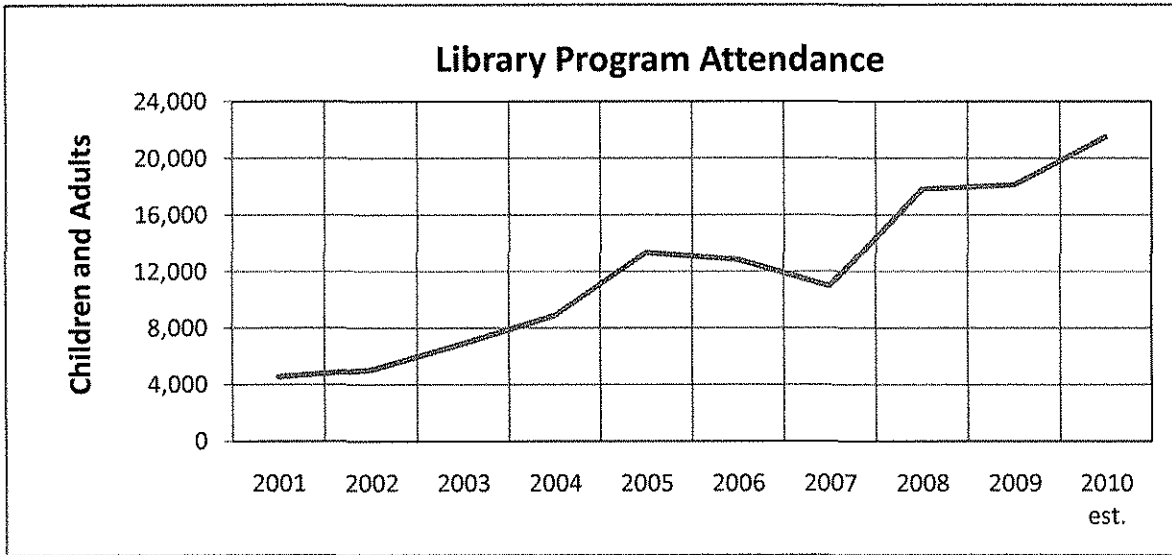
COMMENTS ON BUDGET APPROPRIATIONS

This 82-year-old city department continues to experience growth pangs as it evolves from a small town book lender to a thriving, mid-sized 21st Century library, as it moves from the print world into the digital world, and as new demands - and opportunities - for services reveal themselves in a changing world.

This budget is a bare bones budget that will challenge the staff to meet the service expectations of both old and new library users, especially since the recession has increased library use.

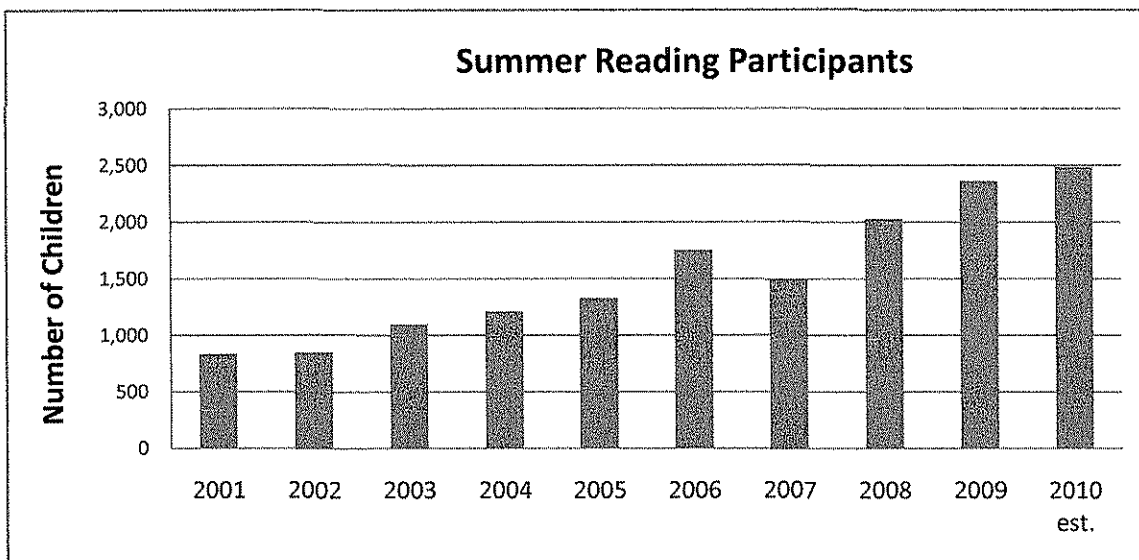
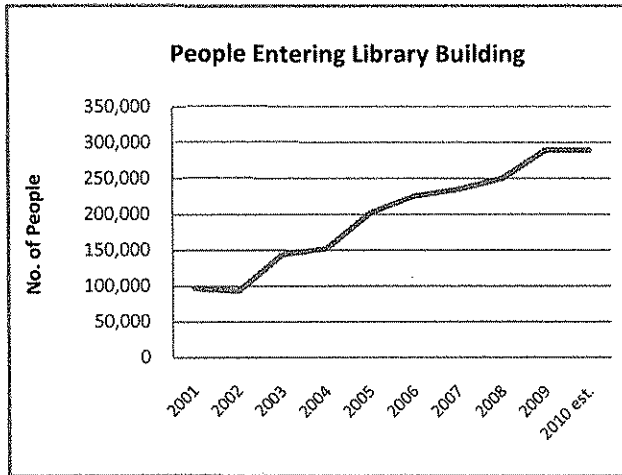
The sharp decrease in funding library acquisitions will have an impact that will be felt for years since many new titles have short print runs and are not readily available for purchase after their initial publication.

STATISTICAL INFORMATION



2009 Camas Library in Numbers

Items Loaned	349,947
Card Holders	12,746
Circulation per Capita	21
Items in Collections	111,735
Magazine Subscriptions	236
Subscription Databases	24
Children's Programs	405
Teen Programs	28
Adult Programs	117
Program Attendance	18,119
Public Computers	26
Public Computer Logons	41,262
Holdings Placed	29,282

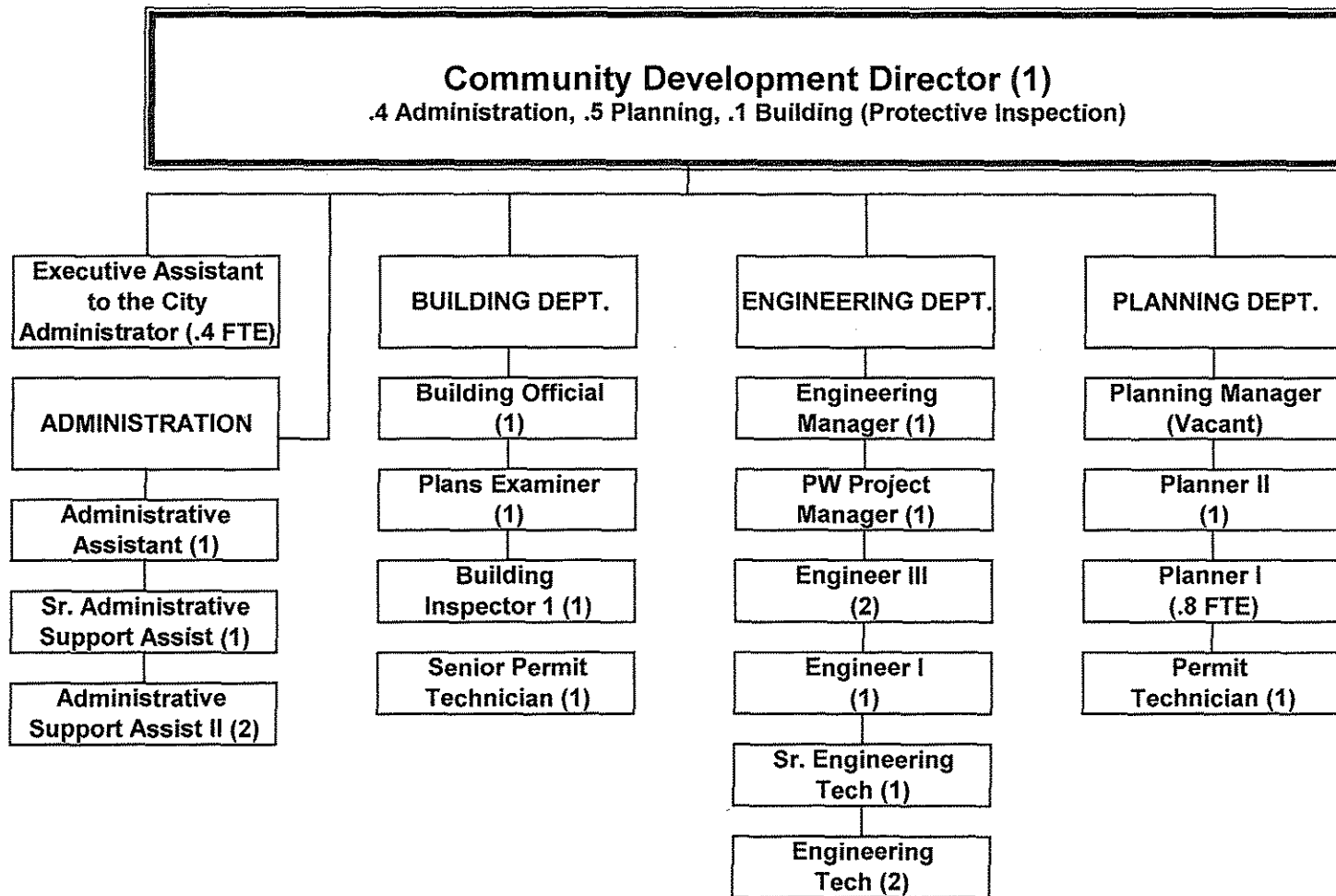


**LIBRARY DEPARTMENT EXPENDITURE DETAIL
THREE YEAR COMPARISON**

001.30	Actual Expended 2009	Actual Approp 2010	Estimated Required 2011
572 100 ADMINISTRATION			
Salaries and Wages	\$ 89,592	\$ 89,592	\$ 90,860
Personnel Benefits	28,680	28,515	32,240
Other Services and Charges (travel)	475	300	-
200 LIBRARY SERVICES			
Salaries and Wages	641,650	670,500	638,124
Personnel Benefits	210,702	207,465	231,768
Supplies	13,526	22,285	11,300
Other Services and Charges	30,353	33,505	32,350
Communication (\$15,375 for postage, phone)			
Insurance (\$9,690), Professional services (\$400)			
Repairs (\$4,680 for maintenance contracts)			
Misc. (\$2,205 for printing, registrations, memberships, interlibrary loans, catalog databases)			
Intergovernmental Services and Taxes	9,967	17,600	1,500
400 TRAINING			
Other Services and Charges (travel costs, registration)	229	450	-
500 FACILITIES			
Salaries and Wages	8,884	9,970	6,830
Personnel Benefits	3,190	3,656	2,650
Supplies	6,173	6,425	5,425
Other Services and Charges	133,142	129,040	120,355
Professional Services (\$40,460 for janitorial, alarm monitoring, landscaping)			
Communication (\$3,100 for telephone, postage)			
Insurance (\$11,660 property)			
Public Utility (\$47,360)			
Repairs and Maintenance (\$17,775)			
594 720 CAPITAL OUTLAY			
Books	<u>48,856</u>	<u>71,100</u>	<u>80,000</u>
TOTAL LIBRARIES	<u>\$ 1,225,418</u>	<u>\$ 1,290,403</u>	<u>\$ 1,253,402</u>
% Increase (Decrease) Prior Year		5.30%	-2.87%

PERSONNEL SCHEDULE	Actual Approp 2010	Estimated Required 2011
Library Director	\$ 89,592	\$ 92,280
Assistant Library Director	72,850	72,852
Senior Library Associate (.8 FTE)	45,999	45,994
Library Associate (4 FTE)	216,745	216,768
Admin. Support Assistant II (.8 FTE)	36,309	36,307
Library Assistant (3)	124,152	124,596
Youth Services Librarian	56,103	57,780
Pages (3.5 FTE)	93,379	94,436
Summer Aides (.308 FTE - 2010, 0 FTE - 2011)	6,451	-
Leave without pay/library closed days	-	(20,757)
Substitutes	<u>18,512</u>	<u>8,728</u>
Total Libraries	<u>\$ 760,092</u>	<u>\$ 728,984</u>
% Increase (Decrease) Prior Year		-4.09%

COMMUNITY DEVELOPMENT DEPARTMENT



COMMUNITY DEVELOPMENT DEPARTMENT

Administration

MISSION STATEMENT

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

DEPARTMENT GOALS FOR 2011

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

ACTIVITIES AND SERVICES

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

COMMENTS ON BUDGET APPROPRIATIONS

Reorganization of the Community Development Department to include Engineering together with Protective Inspections and Planning resulted in the need to adjust the structure of the Administration Department in support of the programmed activities.

The emphasis of Administrative Staff in 2011 will include cross-training, streamlining of processes, and implementation of cost containment strategies.

**ADMINISTRATION DEPARTMENT EXPENDITURE DETAIL
THREE YEAR COMPARISON**

001.13	Actual Expended 2009	Actual Approp 2010	Estimated Required 2011
532 100 ADMINISTRATION			
Salaries and Wages	\$ 207,027	\$ 209,068	\$ 251,823
Personnel Benefits	63,819	64,807	118,527
Supplies	925	-	2,760
Other Services and Charges (phone, registrations, subscriptions)	7,335	6,000	6,000
TOTAL ADMINISTRATION	<u>\$ 279,106</u>	<u>\$ 279,875</u>	<u>\$ 379,110</u>
% Increase (Decrease) Prior Year		0.28%	35.46%

ADMINISTRATION PERSONNEL SCHEDULE	Actual Approp 2010	Estimated Required 2011
Public Works Director	\$ 108,840	\$ -
Community Development Director (.4 FTE)	-	39,384
Administrative Assistant	54,396	56,028
Executive Assistant to the City Administrator (.4 FTE)	21,078	22,357
Senior Admin. Support Assistant	-	49,863
Admin. Support Assistant II (.6 FTE - 2009, 2- 2010)	24,654	84,091
Overtime	100	100
Total Engineering	<u>\$ 209,068</u>	<u>\$ 251,823</u>
% Increase (Decrease) Prior Year		20.45%

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 2011

1. Convert and maintain as-built drawings to a digital format.
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.
4. Provide engineering, construction management, and administrative services for City capital projects.

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.

2011 BUDGETARY CONSTRAINTS

The Engineering Department became part of the Community Development Department in June 2010. In 2011 Engineering will continue to be evaluating the operational side with an emphasis on achieving a diversified staff, process improvement, and storm water management training and implementation.

**ENGINEERING DEPARTMENT EXPENDITURE DETAIL
THREE YEAR COMPARISON**

001.13	Actual Expended 2009	Actual Approp 2010	Estimated Required 2011
532 200 ENGINEERING PLANS AND SERVICES			
Salaries and Wages	667,649	649,487	586,934
Personnel Benefits	238,740	228,365	238,419
Supplies	4,231	5,500	5,500
Other Services and Charges			
Professional Services	7,485	16,000	18,000
Traffic Counts	-	2,000	-
Cell phones, travel, registrations, insurance, etc.	25,141	24,000	25,800
Intergovernmental Services	10,078	-	10,000
Interfund Payments for Services	15,056	14,500	15,000
400 TRAINING			
Other Services and Charges (travel, registrations)	2,243	3,900	3,500
TOTAL ENGINEERING	<u>\$ 970,624</u>	<u>\$ 943,752</u>	<u>\$ 903,153</u>
% Increase (Decrease) Prior Year		-2.77%	-4.30%

ENGINEERING PERSONNEL SCHEDULE	Actual Approp 2010	Estimated Required 2011
Engineering Manager	\$ 94,656	\$ 97,500
Project Manager	84,753	84,756
Engineer III (2)	155,168	155,160
Engineer I	60,786	62,622
Senior Engineering Technician	64,964	64,968
Engineering Technician (3 - 2009, 2 - 2010 with 1 vacant)	115,459	118,928
Senior Admin. Support Assistant	54,265	-
Admin. Support Assistant II (1)	16,436	-
Overtime	3,000	3,000
Total Engineering	<u>\$ 649,487</u>	<u>\$ 586,934</u>
% Increase (Decrease) Prior Year		-9.63%

COMMUNITY DEVELOPMENT DEPARTMENT

Planning

MISSION STATEMENT

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

DEPARTMENT GOALS FOR 2011

The following are the major goals for year 2011:

1. Administer and process land use and development and environmental applications;
2. Establish additional toolbox of incentives for use in economic development;
3. Continue long range planning efforts including necessary updating of the Shoreline 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.

2011 BUDGETARY CONSTRAINTS

With a reduced workforce in 2011, the Planning Department counter will be closed on Fridays.

**PLANNING
EXPENDITURE DETAIL
THREE YEAR COMPARISON**

001.15	Actual Expended 2009	Actual Approp 2010	Estimated Required 2011
558 400 TRAINING			
Other Services and Charges	\$ 728	\$ 2,960	\$ 2,950
600 PLANNING			
Salaries and Wages	287,287	297,423	222,334
Personnel Benefits	104,592	109,331	89,050
Supplies	386	2,350	2,500
Other Services and Charges:			
Communications, travel, repairs, advertising	2,362	3,875	4,075
Hearings Examiner	2,888	14,000	8,000
Environmental Review Services	-	-	4,000
Shoreline Management Plan	3,531	-	18,000
Other Professional Services	-	7,400	650
Dues, fees, registrations, subscriptions	1,400	1,600	1,600
Insurance	5,490	6,000	5,000
910 ECONOMIC DEVELOPMENT			
Other Services and Charges			
Downtown Vision Coalition*	-	35,955	-
East County Economic Development	-	-	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	\$ 439,314	\$ 512,394	\$ 439,659
% Increase (Decrease) Prior Year		16.63%	-14.20%

* Downtown Vision Coalition was a separate department in 2009 with actual expenditures of \$33,849.

PLANNING PERSONNEL SCHEDULE	Actual Approp 2010	Estimated Required 2011
Community Development Director (1 FTE - 2010, .5 FTE 2011)	\$ 94,194	\$ 53,765
Planner II (.875 FTE - 2010, 1 FTE - 2011)	58,552	68,892
Planner I (2010 includes 45 furlough days - 2010, .8 FTE 2011)	51,842	50,221
Permit Technician	47,048	48,456
Administration Support Assistant II (moved to Admin. in 2011)	44,787	-
Overtime	1,000	1,000
Total Planning	\$ 297,423	\$ 222,334
% Increase (Decrease) Prior Year		-25.25%

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 2011

The residential construction activity for 2011 is expected to remain relatively active, above 2008-2009 levels but below levels experienced between 2002 and 2007. The 2011 Protective Inspection budget continues to reflect a reduction of two employees (over 2008 levels) consistent with housing and economic trends.

The following are major goals for 2011:

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

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

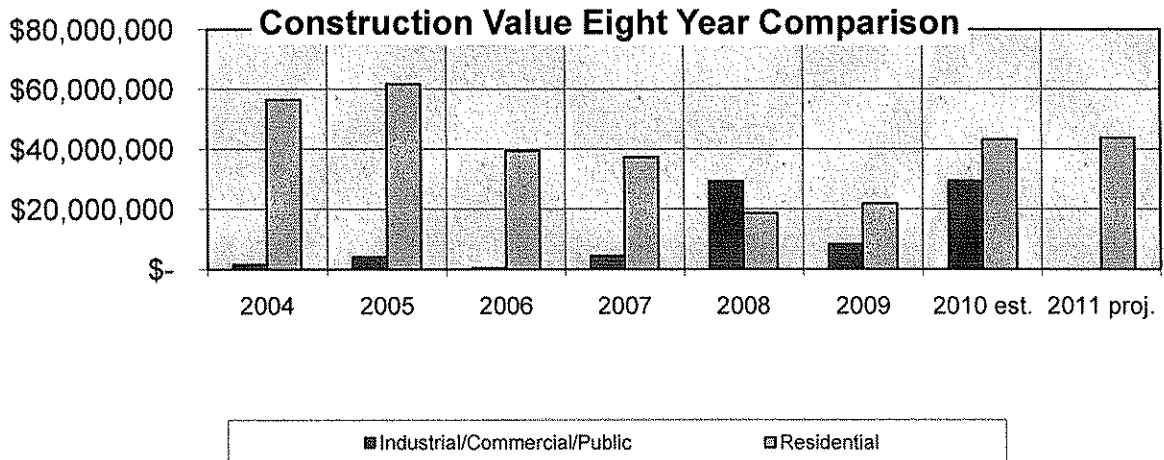
ACTIVITIES AND SERVICES

The building department enforces the International Building Code, Mechanical Code, Plumbing Code, the State of Washington Energy Code, Indoor Air Quality Code and Accessibility Codes as amended by the State of Washington.

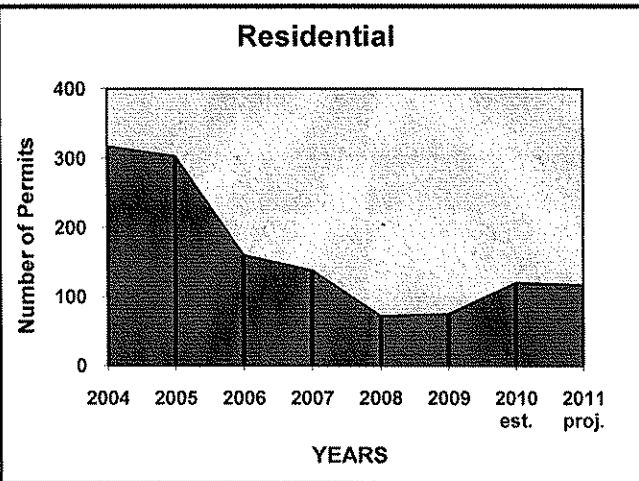
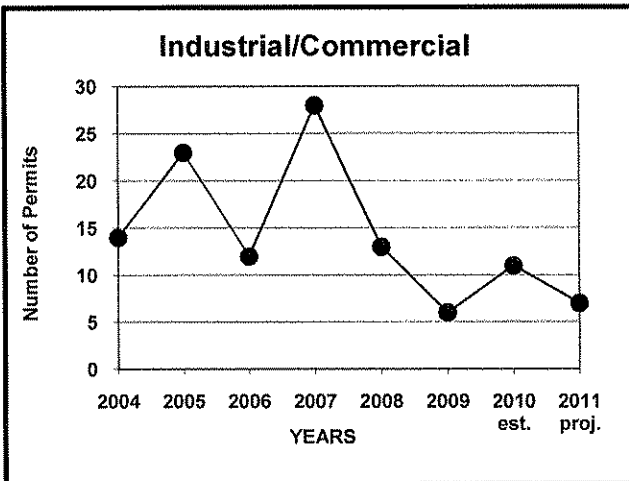
The building department collects water and sewer development charges and all impact fees. Computation of fire impact fees is made.

2011 BUDGETARY CONSTRAINTS

The Building Department is operating at staffing levels of the late 1990's, has two unfilled positions, and reorganized positions in a manner that provides greater flexibility in duties.



YEARS	CONSTRUCTION VALUE		PERMITS ISSUED	
	Industrial/ Commercial/ Public	Residential	Industrial/ Commercial/ Public	Residential
2004	\$ 1,621,061	\$ 56,440,125	14	317
2005	4,171,400	61,774,421	23	303
2006	419,803	39,339,159	12	160
2007	4,475,574	37,303,267	28	138
2008	29,336,886	18,678,276	13	72
2009	8,362,670	21,877,923	6	75
2010 est.	29,501,258	43,200,874	11	170
2011 proj.	-	43,875,000	7	140



**PROTECTIVE INSPECTION EXPENDITURE DETAIL
THREE YEAR COMPARISON**

001.22.524	Actual Expended 2009	Actual Approp 2010	Estimated Required 2011
200 INSPECTIONS, PERMITS			
Salaries and Wages	\$ 241,578	\$ 250,773	\$ 261,155
Personnel Benefits	90,375	95,659	109,845
Supplies	1,252	5,700	4,800
Other Services and Charges (Professional Services)		-	
Outside plans review/examination	4,734	7,000	6,300
Hearings and Appeals	3,956	-	-
Software Support and Maintenance	-	6,500	-
Phones, pagers, radio (\$3,800), Equip. Maint. (\$900)	3,020	4,700	1,810
Codes books, dues (\$3,000)	50	3,000	3,300
Interfund Payments for Services	16,506	10,320	10,527
400 TRAINING			
Other Services and Charges (travel, registrations)	930	3,060	-
500 FACILITIES			
Other Services and Charges (insurance)	6,565	8,500	6,000
TOTAL PROTECTIVE INSPECTIONS	<u>\$ 368,966</u>	<u>\$ 395,212</u>	<u>\$ 403,737</u>
% Increase (Decrease) Prior Year		7.11%	2.16%

PROTECTIVE INSPECTIONS PERSONNEL SCHEDULE	Actual Approp 2010	Estimated Required 2011
Community Development Director (0 FTE - 2010, .1 FTE - 2011)	\$ -	\$ 10,753
Building Official	73,888	78,550
Building Inspector II (2010 includes 10 furlough days)	62,465	-
Plans Examiner (vacant)	-	55,756
Building Inspector I	55,892	57,568
Senior Permit Technician	56,028	56,028
Overtime	2,500	2,500
Total Administration	<u>\$ 250,773</u>	<u>\$ 261,155</u>
% Increase (Decrease) Prior Year		4.14%

HOTEL MOTEL LODGING TAX FUND

FUNCTION

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

ACTIVITIES AND SERVICES

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

REVENUE DETAIL TWO YEAR COMPARISON

120.00	Adjusted Estimated 2010	Estimated Revenue 2011
291 740 Beginning Appropriated Fund Balance	\$ -	\$ 2,000
Intergovernment Revenue:		
331 300 Hotel Motel Tax	3,000	3,500
Total Estimated Revenues	<u>\$ 3,000</u>	<u>\$ 5,500</u>

HOTEL MOTEL LODGING TAX

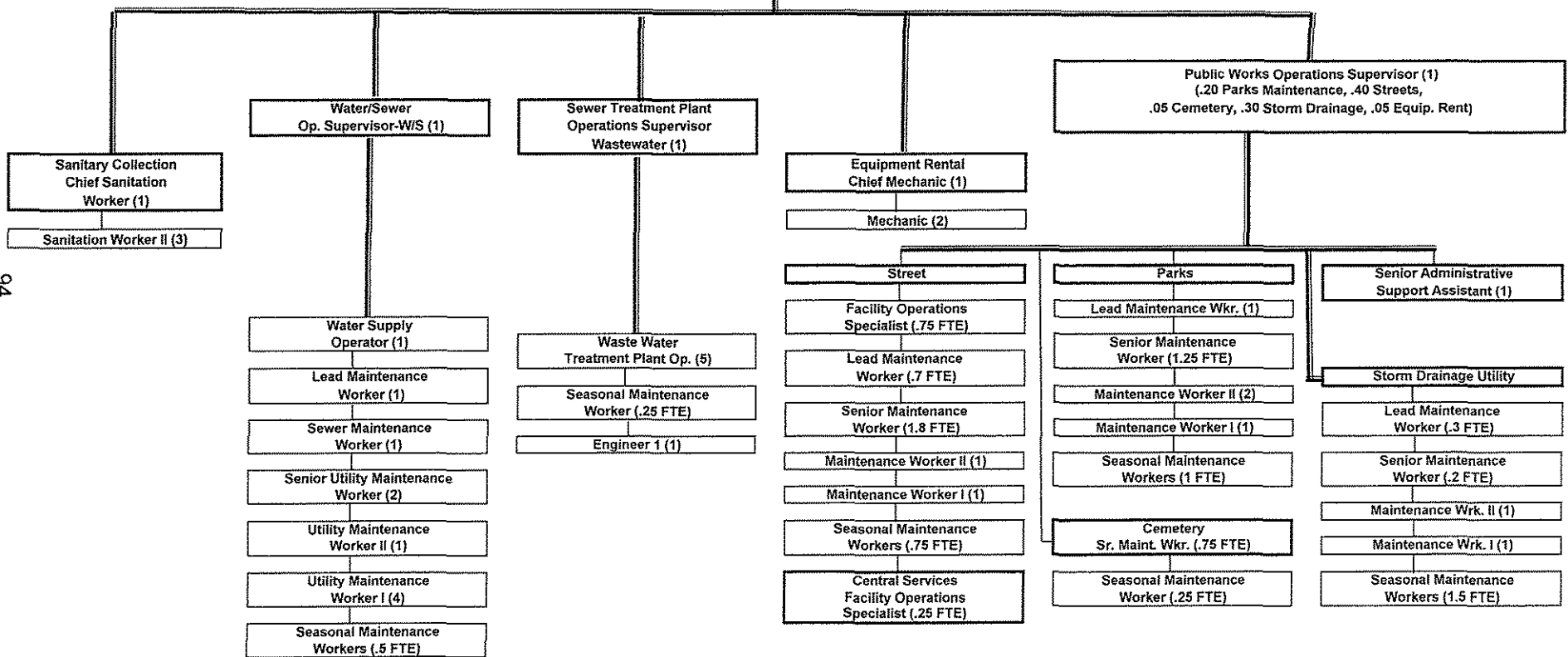
EXPENDITURE DETAIL TWO YEAR COMPARISON

120.00	Actual Approp 2010	Estimated Required 2011
Operations and Maintenance		
557 300 Supplies	\$ 450	\$ -
Other Services and Charges (advertising)	2,550	5,500
Total Operations and Maintenance	<u>3,000</u>	<u>5,500</u>
Total Hotel Motel Lodging Tax	<u>\$ 3,000</u>	<u>\$ 5,500</u>
% Increase (Decrease) Prior Year		83.33%

PUBLIC WORKS DEPARTMENT

Public Works Director (1)

(.15 Street, .20 Storm Drainage, .10 Sanitation, .50 Water/Sewer, .05 Equipment Rent)



CENTRAL SERVICES

FUNCTION

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

ACTIVITIES AND SERVICES

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

THREE YEAR COMPARISON

001.23	Actual Expended 2009	Actual Approp 2010	Estimated Required 2011
518 200 PROPERTY MANAGEMENT SERVICES			
Salaries and Wages	\$ 18,764	\$ 16,914	\$ 16,913
Personnel Benefits	6,479	5,896	6,497
Supplies	13,161	14,800	14,800
Other Services and Charges	87,978	103,627	103,400
594 180 CAPITAL OUTLAY			
Other Improvements - Station 41 remodel	384,675	-	-
TOTAL CENTRAL SERVICES	\$ 511,057	\$ 141,237	\$ 141,610
% Increase (Decrease) Prior Year		-72.36%	0.26%

CENTRAL SERVICES PERSONNEL SCHEDULE	Actual Approp 2010	Estimated Required 2011
Facility Operations Specialist (.25 FTE)	\$ 16,714	\$ 16,713
Overtime	200	200
Total Central Services	\$ 16,914	\$ 16,913
% 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)	\$ 22,500
Communication (telephone, Portland line)	1,600
Insurance (property insurance for City Hall)	8,800
Public Utility (electric, gas, water, sewer, garbage)	40,000
Repairs and Maintenance (HVAC, generator, garage doors, roof repair, fire extinguisher maint., lighting, unscheduled maintenance/repair, heat pump replacement, ceiling tiles and window coverings)	30,500
Total other services and charges	\$ 103,400

CITY STREET DEPARTMENT

MISSION STATEMENT

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

DEPARTMENT GOALS FOR 2011

1. Provide for the safe movement of drivers, cyclists and pedestrians.
2. Evaluate each program for cost savings and prioritize statutory requirements along with health and safety needs.
3. Reduce levels of service to meet with budget limitations with the least harm to system or users.

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 2009	Adjusted Estimated 2010	Estimated Revenue 2011
291	740	Beginning Appropriated Fund Balance		
		\$ -	\$ 25,000	\$ -
		Intergovernmental Revenue:		
333	140	Community Dev. Block Grant	\$ 17,906	\$ -
333	200	Federal Indirect Grants-STP	42,130	-
333	200	Federal Indirect Grant - ARRA (Leadbetter)	-	481,946
334	036	State Grants - Urban Vitality (PWTF)	-	116,615
336	000	Motor Vehicle Fuel Tax-City Street	365,695	385,000
338	950	Shared Costs-Road Improvements	-	3,000
339	281	Federal Indirect Grant - ARRA (Street Lighting)	-	135,000
		Total Intergovernmental Revenue	<u>425,731</u>	<u>1,121,561</u>
		Charges for Goods and Services:		
344	200	Sales of Materials	9,038	-
344	910	Charges for Services	2,040	25,000
		Total Charges for Goods and Service	<u>11,078</u>	<u>25,000</u>
		Miscellaneous Revenues:		
361	110	Interest	319	-
363	000	Recoveries	22,698	-
369	900	Miscellaneous	1,985	-
		Total Charges for Goods and Service	<u>25,002</u>	<u>-</u>
		Total Estimated Revenues	<u>461,811</u>	<u>1,171,561</u>
		Other Financing Sources:		
397	000	Operating Transfers In	1,612,359	2,257,144
		Total Other Financing Sources	<u>1,612,359</u>	<u>2,257,144</u>
		Total Estimated Resources	<u>\$ 2,074,170</u>	<u>\$ 3,428,705</u>
			<u>\$ 2,926,349</u>	

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

112.00		Actual Expended 2009	Actual Approp 2010	Estimated Required 2011
	Roadway Preservation			
541 300	Roadway	\$ 72,790	\$ 60,160	\$ 59,073
	Road and Street Maintenance			
542 300	Roadway	407,564	254,710	237,524
610	Sidewalks	33,768	52,508	19,740
620	Special Purpose Paths	371	-	-
630	Street Lighting	282,641	243,008	250,221
640	Traffic Control Devices	84,513	118,995	103,555
650	Parking Facilities	262	-	-
660	Snow and Ice Control	57,369	53,296	59,796
670	Street Cleaning	1,476	-	-
700	Roadside	58,754	46,048	47,842
710	Downtown Mall Maintenance	36,999	41,924	33,173
800	Ancillary Operations	18,493	20,732	23,398
900	Maintenance Administration	146,512	353,532	323,809
	Road and Street General Administration			
543 300	General Services	262,213	266,563	312,718
600	Training	2,788	4,000	4,000
	Road and Street Facilities			
544 200	Maintenance of Stations and Bldgs	71,047	-	-
	Total Preservation and Maint.	<u>1,537,560</u>	<u>1,515,476</u>	<u>1,474,849</u>
	Road and Street Construction			
595 300	Roadway	455,155	1,545,000	1,000,000
610	Sidewalks	400	-	334,000
620	Special Purpose Paths	9,446	233,229	-
630	Street Lighting	-	135,000	117,500
660	Snow/Ice Control (snow plow assembly)	18,622	-	-
	Total Construction/Equipment	<u>483,623</u>	<u>1,913,229</u>	<u>1,451,500</u>
	Transfers			
597 000	Operating Transfer Out	-	-	-
	Total City Street Fund	<u>\$ 2,021,183</u>	<u>\$ 3,428,705</u>	<u>\$ 2,926,349</u>
	% Increase (Decrease) over prior year		69.64%	-14.65%

PERSONNEL SCHEDULE	Actual Approp 2010	Estimated Required 2011
Transportation/Road & Street Construction		
Public Works Director (.15 FTE)	\$ -	\$ 16,130
Public Works Operations Manager (.14 FTE)	13,252	-
Public Works Operations Supervisor (.40 FTE)	-	29,108
Operations Supervisor - Streets (.8 FTE)	61,536	-
Facility Operations Specialist (.5 FTE - 2010, .75 FTE - 2011)	33,428	50,139
Lead Maintenance Worker (1)	48,200	48,199
Senior Maintenance Worker (1.8 FTE)	113,421	113,422
Maintenance Worker II (1)	-	56,832
Maintenance Worker 1 (2 - 2010, 1 - 2011)	99,055	49,621
Seasonal Maintenance Workers (2 - 3 mths & 2 - 6 mths - 2010, 1 - 3 months and 1 - 6 months - 2011)	36,699	17,815
Overtime	<u>8,576</u>	<u>8,500</u>
Total Transportation/Road and Street Const.	<u>\$ 414,167</u>	<u>\$ 389,766</u>
% Increase (Decrease) over prior year		-5.89%

CAPITAL OUTLAY DETAIL:

Roadway Construction Projects		
112-46-595-300-65	* Roadway preservation	\$ 400,000
112-47-595-300-65	* 38th Ave PE and Right-of-Way	600,000
Street Lighting Construction Projects		
112-60-595-630-65	* Street Lighting	117,500
Sidewalk Construction Projects		
112-48-595-612-65	* Crown Park ADA Ramps	334,000
Total City Street Projects and Equipment		<u>\$ 1,451,500</u>

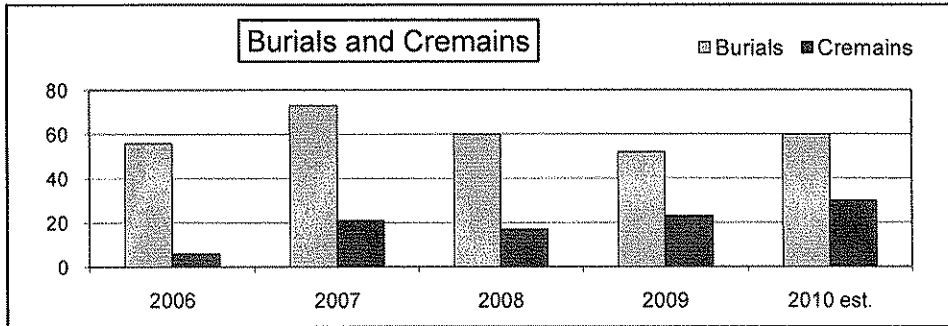
CEMETERY FUND

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 2009	Adjusted Estimated 2010	Estimated Revenue 2011
291 740 Beginning Appropriated Fund Balance	\$ -	\$ 14,742	\$ -
Intergovernment Revenue:			
334 003 State Grant - Local Archives	1,617	-	-
Charges for Goods and Services			
343 600 Cemetery Lot Sales	24,740	33,000	25,000
343 610 Cemetery Services	6,891	7,000	10,000
Total Intergovernmental Revenue	31,631	40,000	35,000
Miscellaneous Revenue:			
361 110 Investment Interest	352	300	100
367 110 Contributions	1,328	100	50
369 900 Miscellaneous	1,383	1,000	-
Total Miscellaneous Revenue	3,062	1,400	150
Other Financing Sources:			
397 000 Transfers - from General Fund	82,852	80,000	104,967
Transfers - from GMA Fund	-	18,000	20,000
Total Other Financing Sources	82,852	98,000	124,967
Total Estimated Revenues	\$ 119,162	\$ 154,142	\$ 160,117

CEMETERY FUND EXPENDITURE DETAIL

**EXPENDITURE DETAIL
THREE YEAR COMPARISON**

125.00		Actual Expended 2009	Actual Approp 2010	Estimated Required 2011
Operations and Maintenance				
536 500	Salaries and Wages	\$ 63,529	\$ 60,491	\$ 57,836
	Personnel Benefits	27,685	23,628	28,624
	Supplies	2,199	3,550	2,750
	Other Services and Charges (professional services \$3,000, phones \$2,200, rentals \$150, insurance \$150, utilities \$4,000, repairs and maintenance \$250, miscellaneous \$250)	14,144	14,880	10,000
	Interfund payments for service	<u>26,354</u>	<u>33,593</u>	<u>40,907</u>
	Total Operations and Maintenance	<u>133,912</u>	<u>136,142</u>	<u>140,117</u>
Capital				
594 360	Machinery and Equipment - mobile office	-	18,000	20,000
	Total Capital	<u>-</u>	<u>18,000</u>	<u>20,000</u>
	Total Cemetery	<u>\$ 133,912</u>	<u>\$ 154,142</u>	<u>\$ 160,117</u>
	% Increase (Decrease) Prior Year			3.88%

CEMETERY PERSONNEL SCHEDULE		Actual Approp 2010	Estimated Required 2011
	Public Works Operations Supervisor (.05 FTE)	\$ -	\$ 3,639
	Senior Maintenance Worker 1 (.75 FTE)	47,258	47,259
	Overtime	1,000	1,000
	Seasonal Maint. Wkr. (.25 FTE)	12,233	5,938
	Total Cemetery	<u>\$ 60,491</u>	<u>\$ 57,836</u>
	% Increase (Decrease) Prior Year		-4.39%

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.

DEPARTMENT GOALS FOR 2011

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

ACTIVITIES AND SERVICES

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

REVENUE DETAIL THREE YEAR COMPARISON

419.00	Actual Revenue 2009	Actual Estimated 2010	Estimated Revenue 2011
291 740 Beginning Appropriated Fund Balance	\$ -	\$ 280,710	\$ 108,216
Intergovernment Revenues:			
333 200 Federal Grant - STP	-	-	50,000
334 031 State Grant - Dept. of Ecology	53,116	-	115,230
334 069 State Grant - Urban Vitality PWTF	-	123,715	-
Total Intergovernment Revenues	<u>53,116</u>	<u>123,715</u>	<u>165,230</u>
Charges for Goods and Services:			
343 800 Storm Drainage - O & M Fisher Basin	188,219	-	-
343 831 Storm Drainage Revenues - Capital	25,849	-	-
343 830 Storm Drainage Revenues - O & M	465,717	924,621	955,000
Total Charges for Goods and Services	<u>679,786</u>	<u>924,621</u>	<u>955,000</u>
Miscellaneous Revenues:			
361 110 Investment Interest	3,965	3,200	3,500
Total Miscellaneous Revenues	<u>3,965</u>	<u>3,200</u>	<u>3,500</u>
Other Income:			
379 001 Contributed Capital - Infrastructure	36,587	-	-
Total Other Income	<u>36,587</u>	<u>-</u>	<u>-</u>
Total Estimated Revenues	<u>773,453</u>	<u>1,332,246</u>	<u>1,231,946</u>
Total Estimated Resources	<u>\$ 773,453</u>	<u>\$ 1,332,246</u>	<u>\$ 1,231,946</u>

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

419.00.538	Actual Expended 2009	Actual Approp 2010	Estimated Required 2011
300 Operations and Maintenance			
Salaries and Wages	\$ 95,979	\$ 101,033	\$ 122,153
Personnel Benefits	30,997	26,680	38,280
Supplies	25,479	4,000	4,000
Other Services and Charges	204,858	110,000	68,400
Intergovernmental Services and Taxes	10,857	10,100	16,000
Interfund Payments for Services	73,774	22,212	37,050
Total Operations and Maintenance	<u>441,943</u>	<u>274,025</u>	<u>285,883</u>
315 Street Cleaning			
Salaries and Wages	45,918	55,681	52,880
Personnel Benefits	16,744	18,158	20,072
Supplies	1,060	1,000	1,000
Other Services and Charges (debris disposal)	13,571	6,500	6,500
Interfund Payments for Services	61,920	78,500	76,330
Total Street Cleaning	<u>139,212</u>	<u>159,839</u>	<u>156,782</u>
316 Administration			
Salaries and Wages	31,357	50,239	43,337
Personnel Benefits	5,938	16,548	13,879
Other Services and Charges (consultants and implementation of DOE grant \$63,400, misc \$1,000)	9,735	17,000	64,400
Interfund Payments for Services	209,352	204,568	226,665
Total Street Cleaning	<u>256,382</u>	<u>288,355</u>	<u>348,281</u>
Capital			
594 380 Capital Outlays - Non-Fisher Basin	14,558	270,027	105,000
594 381 Capital Outlays - Fisher Basin	22,878	340,000	336,000
Total Capital	<u>37,436</u>	<u>610,027</u>	<u>441,000</u>
Total Storm Water Drainage Utility Fund	<u>\$ 874,973</u>	<u>\$ 1,332,246</u>	<u>\$ 1,231,946</u>
% Increase (Decrease) Prior Year		52.26%	-7.53%

STORM WATER DRAINAGE UTILITY EXPENDITURE DETAIL

419.00.538	Actual Approp 2010	Estimated Required 2011
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OTHER SERVICES AND CHARGES DETAIL:

Professional Services		
NPDES Implementation	\$ 50,000	\$ -
Operating Rentals	1,000	3,000
Repairs and Maintenance		
TV inspection, cleaning, & repair of mains and culverts	35,000	35,000
Stencil program	5,000	5,000
Ditch and pond cleaning	10,000	10,000
Insurance	2,800	7,400
Miscellaneous: NPDES Permit Fee	6,200	-
General Miscellaneous	-	8,000
Total Other Services and Charges:	\$ 110,000	\$ 68,400

STORM DRAINAGE UTILITY CAPITAL DETAIL:

Non-Fisher Basin		
Wetland Landscaping		\$ 30,000
Pipe rehab/replacement		50,000
DOE Storm Grant Implementation		25,000
Fisher Basin		
Wetland mitigation		96,000
Rehab projects on existing system		50,000
38th/20th Design and Right of Way		100,000
Lacamas Meadows Pond Upsize		90,000
Total Storm Drainage Utility Capital		\$ 441,000

STORM WATER DRAINAGE PERSONNEL SCHEDULE	Actual Approp 2010	Estimated Required 2011
Public Works Director (.20 FTE)	\$ -	\$ 21,506
Public Works Operations Manager (.15 FTE)	14,198	-
Public Works Operations Supervisor (.30 FTE)	-	21,831
Operations Supervisor (.20 FTE)	15,384	-
Lead Maintenance Worker (0 - 2009, .3 - 2010)	20,657	20,657
Senior Maintenance Worker (.2 FTE)	12,602	12,602
Maintenance Worker II (2 FTE - 2010, 1 FTE - 2011)	106,413	52,764
Maintenance Worker I (1 FTE)	-	52,380
Overtime	1,000	1,000
Seasonal Maint. Worker (1.5 FTE)	36,699	35,630
Total Storm Water Drainage	\$ 206,953	\$ 218,370
% Increase (Decrease) Prior Year		5.52%

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 2011

1. Maintain and enhance productivity and customer service.
2. Modify routes as needed to reduce overtime.

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 2009	Adjusted Estimated 2010	Estimated Revenue 2011
291 740 Beginning Appropriated Fund Balance	\$ -	\$ 123,660	\$ -
343 Charges for Goods and Services:			
Garbage/Solid Waste Fees	1,760,294	1,787,048	1,892,734
Total Charges for Goods and Services	<u>1,760,294</u>	<u>1,787,048</u>	<u>1,892,734</u>
Miscellaneous Revenues:			
361 110 Interest Earnings	5,381	3,200	4,000
362 900 Other Rents & Use Charges	9,709	11,940	-
Total Miscellaneous Revenues	<u>15,090</u>	<u>15,140</u>	<u>4,000</u>
Total Estimated Revenues	<u>1,775,383</u>	<u>1,802,188</u>	<u>1,896,734</u>
Total Estimated Resources	<u>\$ 1,775,383</u>	<u>\$ 1,925,848</u>	<u>\$ 1,896,734</u>

**CITY SANITARY EXPENSE DETAIL
THREE YEAR COMPARISON**

422.00.537	Actual Expended 2009	Actual Approp 2010	Estimated Required 2011
800 & 900 GARBAGE AND SOLID WASTE UTILITY			
Salaries and Wages	\$ 266,602	\$ 265,283	\$ 265,621
Personnel Benefits	108,981	113,958	124,820
Supplies	318,652	61,250	60,500
Other Services and Charges			
Insurance, repairs, communication, bill processing, software maintenance	36,277	26,700	27,600
Recycling Contractor	236,612	303,978	315,175
Disposal Fees	535,309	589,200	526,240
Intergovernmental Services and Taxes	79,095	81,000	88,000
Interfund Payments for Services	507,138	484,479	488,778
TOTAL GARBAGE AND SOLID WASTE UTILITY	<u>\$ 2,088,666</u>	<u>\$ 1,925,848</u>	<u>\$ 1,896,734</u>
% Increase (Decrease) Prior Year		-7.80%	-1.51%

CITY SANITARY PERSONNEL SCHEDULE	Actual Approp 2010	Estimated Required 2011
REFUSE COLLECTION		
Public Works Director (.10 FTE)	\$ -	\$ 10,753
Public Works Operations Manager (.11 FTE)	10,412	-
Chief Sanitation Worker	66,855	66,852
Sanitation Worker II (3)	173,016	173,016
Overtime	15,000	15,000
Total Garbage and Solid Waste Utility	<u>\$ 265,283</u>	<u>\$ 265,621</u>
% Increase (Decrease) Prior Year		0.13%

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 2011

1. Provide safe and reliable water service to our customers for domestic, commercial, industrial, and fire protection uses.
2. Provide collection and treatment of residential, commercial and industrial wastewater.
3. Reduce infiltration and inflow of ground and surface water into the sewer system through the systematic reconstruction and maintenance of aged and leaking pipes.
4. Continue construction of the wastewater treatment plant solids handling upgrade.
5. Replace aging residential water meters with "radio read" meters.
6. Continue with upgrading of wastewater pumping stations.

ACTIVITIES AND SERVICES

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

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

424.00		Actual Revenue 2009	Adjusted Estimated 2010	Estimated Revenue 2011
291 740	Beginning Appropriated Fund Balance	\$ -	\$ -	\$ 66,000
343	Charges for Goods and Services:			
	Water-Sewer	\$ 7,024,492	\$ 8,143,550	\$ 8,261,050
346 500	Inspection Fees - Step System	4,500	1,000	6,000
	Total Charges for Goods and Services	<u>7,028,992</u>	<u>8,144,550</u>	<u>8,267,050</u>
	Miscellaneous Revenues:			
361 110	Investment Interest	17,274	20,000	12,000
	Other Miscellaneous Revenue	120,013	109,432	113,880
	Total Miscellaneous Revenues	<u>137,287</u>	<u>129,432</u>	<u>125,880</u>
	Total Estimated Revenues	<u>7,166,279</u>	<u>8,273,982</u>	<u>8,392,930</u>
	Non Revenues:			
334 031	State Grant - Dept. of Ecology	167,691	-	-
343 450	Water Hook-up Fees	28,363	20,000	40,000
343 550	Sewer Hook-up Fees	215	-	-
379 000	Contributed Capital	7,204	-	-
382 800	Intergovernmental Loan Proceeds	-	1,212,000	-
395 400	Gain/Loss on Disposal of Assets	(3,160)	-	-
397 000	Transfers In	-	-	180,369
398 900	Long-term Debt Proceeds	-	2,531,013	-
	Total Estimated Non-Revenues	<u>200,312</u>	<u>3,763,013</u>	<u>220,369</u>
	Total Estimated Resources	<u>\$ 7,366,592</u>	<u>\$ 12,036,995</u>	<u>\$ 8,679,299</u>

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

424.00		Actual Expended 2009	Actual Approp 2010	Estimated Required 2011
534, 535, and 538	WATER-SEWER			
	Salaries and Wages	\$ 1,130,995	\$ 1,208,837	\$ 1,235,311
	Personnel Benefits	421,431	450,961	517,275
	Supplies	774,436	987,500	946,000
	Other Services and Charges	1,349,289	1,245,000	1,253,700
	Intergovernmental Services and Taxes	233,269	184,000	300,000
582 and 592	Debt Service	2,072,554	2,275,993	2,079,181
594 340/350	Capital Outlays	523,557	4,824,667	1,582,100
534/535/538	Interfund Payments for Services	851,403	860,037	765,732
	TOTAL WATER-SEWER FUND	<u>\$ 7,356,935</u>	<u>\$ 12,036,995</u>	<u>\$ 8,679,299</u>
	% Increase (Decrease) Prior Year		63.61%	-27.89%

OTHER SERVICES AND CHARGES DETAIL:

Professional Services	\$ 203,500	\$ 195,500
(Water quality testing, chemical equipment upgrades, system modeling and third party review, utility billing payment software, answering service, janitorial service, water right evaluation, industrial testing, headworks evaluation, mapping, sonitrol monitoring, one call services, rate study update, lab analysis, biosolids land application program, infrared heat source testing, rate review, NPDES permit review, commercial/industrial/residential water audit programs,		
Communication (telephone, pagers, cell phones)	21,100	16,000
Travel	4,000	1,500
Operating rentals and leases (well site, equipment)	27,200	17,700
Insurance (property and liability)	175,000	99,500
Public Utility (electric, gas)	455,700	516,000
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)	296,000	345,500
Registrations for classes, water/sewer permits	<u>62,500</u>	<u>62,000</u>
Total other services and charges	<u>\$ 1,245,000</u>	<u>\$ 1,253,700</u>

WATER-SEWER PERSONNEL SCHEDULE	Actual Approp 2010	Estimated Required 2011
Public Works Director (.5 FTE)	\$ -	\$ 53,765
Public Works Operations Manager (.5 FTE)	47,328	-
Operations Supervisor - Water/Sewer	76,920	79,224
Water Supply Operator	68,858	68,855
Lead Maintenance Worker	68,858	68,855
Sewer Maintenance Worker	61,800	63,648
Senior Utility Maintenance Worker (2)	120,264	121,990
Operations Supervisor - Wastewater	75,060	77,304
Waste Water Treatment Operator (4.5 FTE - 2010, 5 FTE - 2011)	295,419	324,940
Engineer I	63,555	64,968
Facility Operations Specialist (.25 FTE)	16,714	-
Utility Maintenance Worker II (1 FTE)	57,672	57,672
Utility Maintenance Worker I (4 FTE)	195,038	196,276
Seasonal Maint. Worker (3 at 3 months each = .75 FTE)	18,351	17,814
Overtime	43,000	40,000
Total Water-Sewer Utility	<u>\$ 1,208,837</u>	<u>\$ 1,235,311</u>
% Increase (Decrease) Prior Year		2.19%

WATER-SEWER CAPITAL OUTLAY DETAIL:

Construction Projects:

* Water main replacements - Division 14th to 15th	75,000
* SR-14 water casing	66,000
* Crown Rd installation upsize - main line	393,600
* Crown Rd installation upsize - pump station	262,500
* Major upgrade to pump stations system wide	250,000
* Joy 3rd to 6th Street pipe upgrade	400,000
* SW 6th sewer installation to Alpine	35,000
* SR-14 sewer casing	100,000
Total	<u>\$ 1,582,100</u>

**WATER-SEWER REVENUE BOND
REDEMPTION DETAIL**

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

	Principal	Interest	Total	Last Year of Payment
2011	\$ 365,000	\$ 96,840	\$ 461,840	
2012	380,000	81,472	461,472	
2013	395,000	65,293	460,293	2016

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

	Principal	Interest	Total	Last Year of Payment
2011	\$ 41,778	\$ 16,983	\$ 58,761	
2012	44,222	14,539	58,761	
2013	46,809	11,952	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
2011	\$ 68,004	\$ 20,710	\$ 88,714	
2012	70,960	17,754	88,714	
2013	74,044	14,670	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
2011	\$ 441,818	\$ 214,440	\$ 656,258	
2012	460,118	196,140	656,258	
2013	479,176	177,082	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
2011	\$ 169,092	\$ 15,218	\$ 184,310	
2012	169,092	13,527	182,619	
2013	169,092	11,836	180,928	2019

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

	Principal	Interest	Total	Last Year of Payment
2011	\$ 45,139	\$ 3,837	\$ 48,976	
2012	45,139	3,611	48,750	
2013	45,139	3,385	48,524	2012

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
2011	\$ 210,000	\$ 225,135	\$ 435,135	
2012	220,000	216,210	436,210	
2013	230,000	205,210	435,210	2026

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

	Principal	Interest	Total	Last Year of Payment
2011	\$ 30,000	\$ 450	\$ 30,450	
2012	30,000	300	30,300	
2013	30,000	150	30,150	2013

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

	Principal	Interest	Total	Last Year of Payment
2011	\$ 105,263	\$ 9,474	\$ 114,737	
2012	105,263	8,948	114,211	
2013	105,263	8,421	113,684	2013

Drinking Water State Revolving Fund - American Recovery and Reinvestment Act of 2009 for Well 14 Construction \$1,313,000 which includes a \$13,000 loan fee. At project completion, fifty percent of the lesser of the loan amount or the actual eligible costs and fifty percent of any accrued interest, less the loan fee, will be forgiven. The total loan repayment years shall not exceed 20 years, beginning at project completion, with the final payment due on or before October 1, 2032. The interest rate is 1%. The loan annual payment will be deferred until the project is completed.

A contract for the following has not yet been finalized: Loan from State Revolving Fund (SRF) Fiscal Year 2011 Final Water Quality Funding: \$3,543,000 in SRF funding. \$1.77 million is a forgivable principal loan for Green infrastructure and the remaining is a 20-year loan at 2.8% interest.

WWTP - PWTF Construction Fund

FUNCTION

This fund was established to account for the construction of improvements at the Wastewater Treatment Plant.

REVENUE DETAIL THREE YEAR COMPARISON

425.00	Actual Revenue 2009	Adjusted Estimated 2010	Estimated Revenue 2011
Miscellaneous Revenue:			
361 110 Investment Interest	\$ 1,536	\$ -	\$ 2,369
Total Miscellaneous Revenue	<u>1,536</u>	<u>-</u>	<u>2,369</u>
Other Financing Sources:			
391 800 Intergovernmental Loan Proceeds	-	7,391,305	8,126,000
397 000 Transfer In	196,572	-	371,631
398 900 Other Long-term Debt Proceeds	-	1,108,695	-
Total Other Financing Sources	<u>196,572</u>	<u>8,500,000</u>	<u>8,497,631</u>
Total Estimated Revenues	<u>\$ 198,107</u>	<u>\$ 8,500,000</u>	<u>\$ 8,500,000</u>

EXPENDITURE DETAIL THREE YEAR COMPARISON

425.00	Actual Approp 2009	Actual Approp 2010	Estimated Required 2011
Capital Outlays			
594 350 Salaries and Wages	\$ 6,361	\$ -	\$ -
Personnel Benefits	2,281	-	-
Construction	969,744	8,500,000	8,500,000
Total WWTP - PWTF Construction	<u>\$ 978,386</u>	<u>\$ 8,500,000</u>	<u>\$ 8,500,000</u>

0.00%

WATER-SEWER CAPITAL RESERVE

COMMENTS ON BUDGET APPROPRIATIONS

\$180,369 will be transferred to the water/sewer operating fund to help fund construction projects.
 \$371,631 will be transferred to the WWTP - PWTF Construction Fund to provide the City's matching share to the wastewater treatment plant Public Works Trust Fund loan.

REVENUE DETAIL THREE YEAR COMPARISON

		Actual Revenue 2009	Adjusted Estimated 2010	Estimated Revenue 2011
432.00				
	Miscellaneous Revenues:			
361 110	Interest Earnings	\$ 1,156	\$ -	\$ 2,000
	Total Miscellaneous Revenues	1,156	-	2,000
	Other Increases in Fund Equity:			
379 110	Water Development Fees	172,445	6,146	250,000
379 120	Sewer Development Fees	174,155	6,146	300,000
	Total Increases in Fund Equity	346,600	12,292	550,000
	Total Estimated Resources	\$ 347,756	\$ 12,292	\$ 552,000

EXPENSE DETAIL THREE YEAR COMPARISON

FUND NUMBER	Actual Expended 2009	Actual Approp 2010	Estimated Required 2011
432.00.597			
100 Other Financing Uses:			
Operating Transfers Out	\$ 199,490	\$ 12,292	\$ 552,000
Total Water-Sewer Capital Reserve	\$ 199,490	\$ 12,292	\$ 552,000

EQUIPMENT RENTAL

MISSION STATEMENT

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

DEPARTMENT GOALS FOR 2011

1. Manage the City's fleet in a manner which minimizes rates while preserving the quality of the equipment and vehicles.
2. Maintain proper accounting and usage records of equipment.
3. Replace a number of vehicles and pieces of equipment to maintain a safe and efficient fleet.

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.

2007 Sanitation Truck Loan				
	Principal	Interest	Total	Last Year of Payment
2011	\$59,470	\$1,747	\$61,217	2011

EQUIPMENT RENTAL FUND

REVENUE DETAIL THREE YEAR COMPARISON

523.00	Actual Revenue 2009	Adjusted Estimated 2010	Estimated Revenue 2011
291 740 Beginning Appropriated Fund Balance	\$ -	\$ -	\$ 130,048
Miscellaneous Revenues:			
348 300 Charges for Services	1,545	1,000	500
361 110 Investment Interest	3,159	4,000	2,500
363 000 Insurance Premiums/Recoveries	3,634	2,000	2,000
365 100 Interfund Equipment/Vehicle Rentals	1,095,739	1,002,945	1,050,000
365 400 Interfund Space and Facilities Rentals	274,586	235,205	240,000
369 900 Other Miscellaneous Revenues	639	-	3,000
Total Miscellaneous Revenues	<u>1,379,302</u>	<u>1,245,150</u>	<u>1,298,000</u>
Total Estimated Revenues	<u>1,379,302</u>	<u>1,245,150</u>	<u>1,428,048</u>
Other Financing Sources:			
395 400 Gain/Loss Sale of Assets	34,527	-	-
Total Other Financing Sources	<u>34,527</u>	<u>-</u>	<u>-</u>
Total Estimated Resources	<u>\$ 1,413,829</u>	<u>\$ 1,245,150</u>	<u>\$ 1,428,048</u>

EXPENSE DETAIL THREE YEAR COMPARISON

523.00	Actual Expended 2009	Actual Approp 2010	Estimated Required 2011
Equipment Rental			
548 Salaries and Wages	\$ 237,079	\$ 257,664	\$ 265,318
548 Personnel Benefits	104,925	103,667	115,519
548 Supplies	313,683	447,800	341,000
548 Other Services and Charges	121,899	168,300	128,500
582 and 592 Debt Service	61,038	61,217	61,217
594 480 Capital Outlays	325,068	178,500	486,500
548 Interfund Payments for Services	28,454	28,002	29,994
Total Equipment Rental	<u>\$ 1,192,146</u>	<u>\$ 1,245,150</u>	<u>\$ 1,428,048</u>
% Increase (Decrease) Prior Year		4.45%	14.69%

EQUIPMENT RENTAL PERSONNEL SCHEDULE	Actual Approp 2010	Estimated Required 2011
MUNICIPAL VEHICLE SERVICES		
Public Works Director (.05 FTE)	\$ -	\$ 5,377
Public Works Operations Manager (.05 FTE)	4,733	-
Public Works Operations Supervisor (.05 FTE)	-	3,639
Chief Mechanic	73,072	73,069
Mechanics (2)	128,959	130,817
Senior Admin. Support Assistant	49,900	51,416
Overtime	1,000	1,000
Total Municipal Vehicle Services	<u>\$ 257,664</u>	<u>\$ 265,318</u>
% Increase (Decrease) Prior Year		2.97%

CAPITAL OUTLAY DETAIL:

Machinery and Equipment:		
* Replace deputy fire marshall van #270 - fire		\$ 37,500
* Replace vehicle #310 - fire		37,500
* Replace patrol car #362 - police		36,000
* Replace vehicle #356 - police		46,000
* Replace police chief vehicle #287 - police		36,000
* Replace mower #356 - storm drainage		25,500
* Replace sanitation truck #260 - sanitation		268,000
Total Capital Outlays		<u>\$ 486,500</u>

OTHER SERVICES AND CHARGES DETAIL:

Professional Services (janitorial, fire extinguisher service, hazmat removal, linen service)		\$ 13,000
Communication (telephone, pagers, cell phone)		1,000
Operating Rentals		5,500
Public Utility		32,000
Insurance		23,000
Repair and Maintenance (vehicles, HVAC, lights, lift maintenance, fire extinguisher, copier maintenance)		51,000
Registrations for classes		3,000
Total other services and charges		<u>\$ 128,500</u>