

2019 Spring Omnibus Budget - Fund Balance Impacts

	General Fund	Street Fund	C/W Fire & EMS	REET Projects	Park Imp Fee	Larkspur	Facilities Fund	Storm Water	Water/Sewer	W/S Capital Proj	North Shore Sewer Project	Water Capital Projects	Equipment Rental	Total	Dept.	Note:
Beginning Balance	\$ 6,067,888	\$ 824,100	\$ 1,434,397	\$ 6,263,005	\$ 902,130	\$ 900,000	\$ -	\$ 2,521,157	\$ 8,474,464	\$ -	\$ 5,935,405	\$ -	\$ 1,803,244			
Revenues	\$ 24,880,718	\$ 3,175,081	\$ 11,409,954	\$ 2,898,147	\$ 692,242	\$ 1,350,000	\$ -	\$ 1,631,306	\$ 13,941,020	\$ 10,171,000	\$ 76,422	\$ -	\$ 1,696,679			
Expenditures	\$ (25,016,878)	\$ (3,892,259)	\$ (11,126,827)	\$ (2,403,809)	\$ (607,950)	\$ (2,250,000)	\$ -	\$ (2,351,393)	\$ (16,583,635)	\$ (10,171,000)	\$ (1,275,000)	\$ -	\$ (2,414,359)			
Projected Ending Fund Balance	\$ 5,931,728	24% \$ 106,922	\$ 1,717,524	\$ 6,757,343	\$ 986,422	\$ -	\$ -	\$ 1,801,070	\$ 5,831,849	\$ -	\$ 4,736,827	\$ -	\$ 1,085,564			

Carry Forward Packages

CF-1	Pavement Management		\$ (23,796)											\$ (23,796)	Streets	Preservation Prop Tax
	Transfer from General Fund	\$ (36,375)	\$ 36,375											\$ -		Preservation Prop Tax
CF-2	Building Inspector Vehicle	\$ (26,220)												\$ (26,220)	Com Dev	Building Fees
CF-3	Generator Carry Forward from 2017-2018						\$ (175,000)							\$ (175,000)	Facilities	REET Funding
	Transfer to Facilities Capital Fund			\$ (175,000)			\$ 175,000							\$ -		
CF-4	ADA Access Upgrades Carry Forward		\$ (50,000)											\$ (50,000)	Streets	Fund Balance
CF-5	CDBG - Dallas Street Carry Forward			\$ (15,000)										\$ (15,000)	Eng	Close out expenses
	Transfer from General Fund	\$ (15,000)		\$ 15,000										\$ -	Eng	Final Match from City
CF-6	Heritage Trailhead Parking Improvements CF			\$ (42,925)										\$ (42,925)	P&R	REET 2
CF-7	Open Space/Trails/Park Imp Carry Forward			\$ (146,937)										\$ (146,937)	P&R	REET 2
CF-8	Wildlife League Improvements				\$ (246,847)									\$ (246,847)	P&R	PIF
CF-9	Parklands Trail to Heritage Trail Carry Forward				\$ (70,117)									\$ (70,117)	P&R	PIF
CF-10	Downtown Trail Carry Forward			\$ (249,340)										\$ (249,340)	P&R	REET 2
CF-11	Skate Park Improvements Carry Forward			\$ (25,000)										\$ (25,000)	P&R	REET 2
CF-12	North Shore Waterline Carry Forward									\$ (10,000)				\$ (10,000)	P&R	
	Transfer to Water/Sewer Capital Fund								\$ (10,000)	\$ 10,000				\$ -	Water	Rates
CF-13	Slow Sands Cautic Feed Carry Forward								\$ (500,000)	\$ (500,000)				\$ (500,000)	Water	
	Transfer to Water/Sewer Capital Fund								\$ (500,000)	\$ 500,000				\$ -	Water	Rates
CF-14	Lacamas Creek Pump Station Carry Forward										\$ (381,515)			\$ (381,515)	Sewer	Bond Proceeds
CF-15	North Shore Sewer Transmission Carry Forward										\$ (50,000)			\$ (50,000)	Sewer	Bond Proceeds
CF-16	WWTP Roof Replacement Carry Forward										\$ (100,000)			\$ (100,000)	Sewer	
	Transfer from Rates								\$ (100,000)	\$ 100,000				\$ -	Sewer	Rates
CF-17	Library Carry Forward	\$ (36,565)												\$ (36,565)	Library	General Fund Balance
	Total Carry Forward	\$ (114,160)	\$ (37,421)	\$ -	\$ (639,202)	\$ (316,964)	\$ -	\$ -	\$ (610,000)	\$ -	\$ (431,515)	\$ -	\$ -	\$ (2,149,262)		
	Subtotal Fund Balance	\$ 5,817,568	23% \$ 69,501	\$ 1,717,524	\$ 6,118,141	\$ 669,458	\$ -	\$ 1,801,070	\$ 5,221,849	\$ -	\$ 4,305,312	\$ -	\$ -	\$ (2,149,262)		
														\$ -		

Administrative Packages

A-1	Reallocate Bond Proceeds to WWTP Projects										\$ (1,623,649)			\$ (1,623,649)	Sewer	Bond Proceeds
A-2	Citizen Donation to Police	\$ 3,000												\$ 3,000.00	Police	Donation
	Equipment Budget	\$ (3,000)												\$ (3,000.00)	Police	
A-3	Larkspur Construction					\$ (118,000)								\$ (118,000)	Streets	
	Transfer from Water/Sewer to Larkspur					\$ 118,000			\$ (118,000)					\$ -	W/S	Water-Sewer Rates
A-4	2019 Revenue Bond Issue											\$ 21,335,212		\$ 21,335,212	Water	
	SRF Loans Paid Off											\$ (10,589,785)		\$ (10,589,785)	Water	
	Debt Issuance											\$ (145,428)		\$ (145,428)	Water	
	Capital Projects											\$ (10,600,000)		\$ (10,600,000)	Water	
A-5	Delete Budget Grass Valley Wetland Monitoring						\$ 5,000							\$ 5,000	Storm	
	Increase NW Leadbetter Wetland Monitoring						\$ (10,000)							\$ (10,000)	Storm	
	Total Administrative	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (5,000)	\$ (118,000)	\$ -				\$ (1,746,649)		
	Subtotal Fund Balance	\$ 5,817,568	23% \$ 69,501	\$ 1,717,524	\$ 6,118,141	\$ 669,458	\$ -	\$ 1,796,070	\$ 5,103,849	\$ -				\$ (2,149,262)		

Supplemental Packages

S-1	Crack Sealer Additional Budget		\$ (4,221)											\$ (4,221)	Streets	Street Fund Balance
S-2	5 Yard Dump/Plow/Sander Truck Addtl Budget	\$ (14,200)	\$ (14,200)					\$ (14,200)	\$ (28,400)					\$ (71,000)	ERR	Fund Balance
S-3	Additional Senior Maintenance Worker							\$ (43,258)						\$ (43,258)	Storm	Storm Rates
	Reclassification Maintenance Worker II to Lead							\$ (5,217)						\$ (5,217)	Storm	Storm Rates
S-4	Log Boom Maintenance of the dams							\$ (25,000)						\$ (25,000)	Storm	Storm Rates
S-5	Moving Accounting Assistant from 2020 to 2019	\$ (56,872)												\$ (56,872)	Finance	General Fund Balance
S-6	Two Retirement Payouts	\$ (65,086)												\$ (65,086)	Finance	General Fund Balance
S-7	Dog Kennel Repair	\$ (13,000)												\$ (13,000)	Animal	General Fund Balance
S-8	Laserfiche Support	\$ (12,400)												\$ (12,400)	Adm Srv	General Fund Balance
S-9	New Police Car Model	\$ (13,000)												\$ (13,000)	Police	General Fund Balance
S-10	Upgrade replacement flatbed with snowplow add		\$ (34,000)											\$ (34,000)	Streets	Street Fund Balance
S-11	Officer Equipment	\$ (14,025)												\$ (14,025)	Police	General Fund Balance
S-12	CWFD ESCI Contract			\$ (47,739)										\$ (47,739)	CWFD	
	Transfer from General Fund to CWFD	\$ (47,739)		\$ 47,739										\$ -	CWFD	General Fund Balance
S-13	Operation Center Security Upgrades												\$ (15,000)	\$ (15,000)	ERR	ERR Rates
	Total Supplemental	\$ (236,322)	\$ (52,421)	\$ -	\$ -	\$ -	\$ -	\$ (87,675)	\$ (28,400)	\$ -				\$ (15,000)		
	Net Budget Adjustment	\$ (350,482)	\$ (89,842)	\$ -	\$ (639,202)	\$ (316,964)	\$ -	\$ (92,675)	\$ (756,400)	\$ -	\$ (431,515)	\$ -	\$ (15,000)			
	Total Adjusted Fund Balance	\$ 5,581,246	22% \$ 17,080	\$ 1,717,524	\$ 6,118,141	\$ 669,458	\$ -	\$ 1,708,395	\$ 5,075,449	\$ -	\$ -	\$ -	\$ (15,000)	\$ (4,315,729)		



Pkg #    Carry Forward List

### Administrative List

Department \_\_\_\_\_

Department	Description			2018 Amount Forward	2019 Supplemental	2019 Budget	Amended 2019 Budget	Source of Funding
S-1	Streets	Crack Sealer	\$ 4,221	cost is higher than budget	\$ -	\$ 4,221	\$ 43,000	\$ 47,221 Street Fund Balance
S-2	ERR	5 Yard Dump/Plow/Sander Truck - cost increase	\$ 71,000	cost is higher than budget	\$ -	\$ 71,000	\$ 130,000	\$ 201,000 Streets/Parks/Storm/W&S
S-3	Storm Water	Storm Maintenance Workers	\$ 48,475	Addition of 1 FTE in Storm Water and Reclassification MW II to Lead	\$ -	\$ 48,475	\$ 293,754	\$ 342,229 Storm Water Rates
S-4	Storm Water	Log Boom Maintenance of the dams	\$ 25,000	Cleaning debris from log boom quarterly	\$ -	\$ 25,000	\$ 1,500	\$ 26,500 Storm Water Rates
S-5	Finance	Staffing change from 2020 to 2019	\$ 56,872	Moved the new Accounting Assistant In 2020 to 2019	\$ -	\$ 56,872	\$ 779,516	\$ 836,388 GF Fund Balance
S-6	Finance	Two Retirement Payouts	\$ 65,086	Accounting Manager and Accounting Assistant Retirement Payouts	\$ -	\$ 65,086	\$ 779,516	\$ 844,602 GF Fund Balance
S-7	Animal Control	Repair kennel	\$ 13,000	West Columbia Gorge Humane Society repair shared with Washougal	\$ -	\$ 13,000	\$ 117,500	\$ 130,500 GF Fund Balance
S-8	Adm Services	Laserfiche Support	\$ 12,400	80 hours of support and training	\$ -	\$ 12,400	\$ 117,428	\$ 129,828 GF Fund Balance
S-9	Police	New Police Car Model - Cost Adjustments	\$ 13,000	Previous Model is no longer available.	\$ -	\$ 13,000	\$ 80,000	\$ 93,000 GF Fund Balance
S-10	ERR (Streets)	Crew Cab Flatbed/Delcer/Plow Truck	\$ 34,000	Upgrade replacement flatbed truck with snowplow and higher cost	\$ -	\$ 34,000	\$ 420,000	\$ 454,000 Street Fund Balance
S-11	Police	Equipment with new officer	\$ 14,025	Move equipment budget in 2020 to 2019 for the change in hire dates	\$ -	\$ 14,025	\$ 68,800	\$ 82,825 GF Fund Balance
S-12	CWFD	ESCI Contract	\$ 47,739	Increase the budget for the contract with GF funding until settlement	\$ -	\$ 47,739	\$ 490,042	\$ 537,781 GF Fund Balance
S-13	ERR	Ops Center security	\$ 15,000	Replace existing cameras with high definition and motion detectors	\$ -	\$ 15,000	\$ 18,000	\$ 28,000 ERR Fund Balance
<b>Total</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 419,818</b>	<b>\$ 3,334,056</b>	<b>\$ 3,753,874 13 Packages</b>

Net Budget Adjustment	\$	(4,315,729)
	\$	(4,315,729)
	\$	0



# City of Camas

## 2019 Spring Omnibus Budget - Description of Packages

Package	Title	Description	Fund Impacted	Overall Appropriation
CF-1	Street Preservation Carry Forward	This package rolls over the unused portion from 2018 of property tax for Street Preservation as well as True-Up the 2019 amount with actual property tax levied from banked capacity.	General Fund	\$ 23,796
CF-2	New Building Inspector Vehicle	2018 Fall Omnibus appropriated \$25,000 for a new building inspector with equipment and a vehicle. Vehicle is to be purchased in 2019.	General Fund	\$ 26,220
CF-3	City Hall and Annex Generator	The generator was carry forward from 2017 by the 2018 Spring Omnibus and is going to be acquired and installed with the building remodels.	REET	\$ 175,000
CF-4	ADA Access Upgrades Carry Forward	In 2017-2018, \$100,000 was budgeted but only \$35,371 was spent. Remainder of budget to carry forward into 2019	Streets	\$ 50,000
CF-5	Dalles Street Carry Forward	\$15,000 is the remaining to close out the project - this is the City's match portion from the General Fund	General Fund	\$ 15,000
CF-6	Heritage Trailhead Parking Carry Forward	Carry Forward of \$42,925 to fund parking improvements to the trailhead.	REET	\$ 42,925
CF-7	Open Space, Trails, Parks Carry Forward	Carry Forward \$146,937 in unspent 2018 Budget for open space, trails, and park improvements for North Shore Acquisitions	REET	\$ 146,937
CF-8	Wildlife League Carry Forward	Wildlife League for clean-up and to improve the boat ramp	PIF	\$ 246,847
C-9	Parklands Trail to Heritage Trail CF	Carry Forward \$70,117 in unspent 2018 Budget for trail development with Camas Meadows	PIF	\$ 70,117
C-10	Downtown Trail CF	Carry Forward \$249,340 in unspent 2018 Budget for Mill Ditch Trail and Stairs	REET	\$ 249,340
CF-11	Skate Park Imp CF	Carry Forward \$25,000 in unspent 2018 Budget to upgrade the Skate Park	REET	\$ 25,000
CF-12	North Shore Waterline CF	Carry Forward \$4,217 in unspent 2018 Budget and supplement with \$5,783 of Water Rates to complete the project in 2019	Water/Sewer Capital	\$ 10,000
CF-13	Slow Sands Caustic Feed Carry Forward	Carry Forward \$500,000 in unspent 2018 Budget for the Slow Sands Caustic Feed	Water/Sewer Capital	\$ 500,000
CF-14	Lacamas Creek Pump Station Carry Forward	Carry Forward \$381,515 in unspent 2018 Budget for the Lacamas Creek Pump Station	2015 Bond Proceeds	\$ 381,515
CF-15	North Shore Sewer Transmission CF	Carry Forward \$50,000 in unspent 2018 Budget for the close out of the North Shore Sewer Project	2015 Bond Proceeds	\$ 50,000
CF-16	WWTP Roofs CF	Carry Forward \$100,000 in unspent 2018 Budget for replacing the roof of the WWTP and supplement with \$10,000	Water/Sewer Capital	\$ 100,000
CF-17	Catalog Service and Book Carry Forward	Carry Forward \$36,565 for Catalog Services and \$20,000 in Library Books delayed in purchasing due to implementation	General Fund	\$ 36,565
A-1	Reallocate 2015 Rev Bond Proceeds	2015 Bond Proceeds remainder after North Shore Sewer Trans and Lacamas Ck PS to fund WWTP upgrade projects and move projects from 426	2015 Bond Proceeds	\$ 1,623,649
A-2	Police Donation	Citizen Donation for equipment budget	Budget Neutral	\$ -
A-3	Water-Sewer Improvements with Larkspur	Water and Sewer Infrastructure improvements were made as part of the Larkspur Construction.	Water-Sewer	\$ 118,000
A-4	2019 Revenue Bond	Budget for 2019 Revenue Bond Issue	Budget Neutral	\$ -
A-5	Reallocate Wetland Monitoring Budgets	Grass Valley Wetland Monitoring is complete, moves \$5,000 budget to NW Leadbetter and supplements with another \$5,000	Storm Water	\$ 5,000
S-1	Crack Sealer Budget Adjustment	\$43,000 was budgeted for 2019 but actual cost for the equipment is higher by \$4,221	Streets	\$ 4,221
S-2	5 Yard Dump/Plow/Sander Truck Adj	\$130,000 was budgeted for 2019 but actual cost for the equipment is higher by \$71,000	Streets, Parks, Storm Water, W/S	\$ 71,000
S-3	Storm Water Staffing	Addition of FTE as Sr Maintenance Worker and Reclassification of Maintenance Worker II to Lead	Storm Water	\$ 48,475
S-4	Log Boom Maintenance of the Dams	\$25,000 estimate to quarterly clean debris from the log boom in front of the dams.	Storm Water	\$ 25,000
S-5	Move Accounting Assistant from 2020 to 2019	Adjust salaries and benefits by \$56,872 for the new Accounting Assistant to start in 2019 instead of 2020.	General Fund	\$ 56,872
S-6	Two Retirement Payouts	Adjust salaries for retirement cashouts of the Accounting Manager and the Accounting Assistant	General Fund	\$ 65,086



S-7	Dog Kennel Repair	Unanticipated repair for a dog kennel at the West Gorge Humane Society. Washougal will pay for 50%.	General Fund	\$	13,000
S-8	Laserfiche Support	In addition to the contract, support and training was additional. The \$12,400 support the implement the Special Events Permit workflow.	General Fund	\$	12,400
S-9	New Police Car Model	Scheduled replacement of detective car no longer available. The new model is \$13,000 more	General Fund	\$	13,000
S-10	Flat Bed Replacement - Cost and Snowplow	Replacing of 2008 flat bed truck is \$23,000 more than anticipated and adding a snowplow is \$11,000	Street Fund	\$	34,000
S-11	Officer Equipment	Moves \$14,025 into 2019 with the movement of a new officer from 2020 to 2019. This pays for uniform, weapons, radio and tools.	General Fund	\$	14,025
S-12	ESCI Contract for CWFD	Increases CWFD budget by \$47,739 with the GF funding Washougal's portion until the 2019 settlement (in 2021)	General Fund	\$	47,739
S-13	Operations Center Security Upgrades	Replaces existing cameras and adds six additional with high definition DVR and upgrades motion detectors.	ERR	\$	15,000

**City of Camas**  
**2019 SPRING OMNIBUS BUDGET REQUEST**  
**S-1 Detailed Decision Package**

---

**Department:** Streets (Asset to be Contributed to ERR)

**Decision Package Title:** Crack Sealer (Supplemental)

**Package Description**

The adopted 2019/2020 Budget included \$43,000 for a new Crack Sealer to assist with the City's pavement preservation program. The actual cost of the Crack Sealer after tax was \$4,221 than estimated. Staff is requesting the additional funds be added to the budget to cover the cost of the equipment.

**Fiscal Detail**

<b>Operating Expenditures</b>		<b><u>FY 2019</u></b>		<b><u>FY 2020</u></b>		<b><u>Total</u></b>
<i>(enter title with total pkg \$)</i>		<b>\$ 4,221</b>		<b>\$</b>		<b>\$ 4,221</b>
<b>Staffing</b>	<b>GL Code</b>	<b><u>FY 2019</u></b>		<b><u>FY 2020</u></b>		<b><u>Total</u></b>
<b>Salary &amp; Benefits</b>		-0-		-0-		-0-
<b>Supplies</b>						
<b>Services</b>						
<b>Capital</b>		\$4,221				\$4,221

**Job Roster**

<b>Position</b>	<b>Range</b>	<b>Step</b>	<b>Status</b>	<b>Start Date</b>

**City of Camas**  
**2019 SPRING OMNIBUS BUDGET REQUEST**  
**S-2 Detailed Decision Package**

---

**Department:** Equipment Rental (funded by Streets, Storm, Parks, Water & Sewer)

**Decision Package Title:** 5 Yard Dump/Plow/Sander Truck (Supplemental)

**Package Description**

The adopted 2019/2020 Budget included \$130,000 for a new 5 Yard Dump/Plow/Sander Truck to assist with the City's routine maintenance and snow and ice response. The actual cost of the equipment will be \$71,000 more than estimated. Staff is requesting the additional funds be added to the budget to cover the cost of the equipment.

**Fiscal Detail**

<b>Operating Expenditures</b>		<b><u>FY 2019</u></b>		<b><u>FY 2020</u></b>		<b><u>Total</u></b>
<i>(enter title with total pkg \$)</i>		<b>\$ 71,000</b>		<b>\$</b>		<b>\$ 71,000</b>
<b>Staffing</b>	<b>GL Code</b>	<b><u>FY 2019</u></b>		<b><u>FY 2020</u></b>		<b><u>Total</u></b>
<b>Salary &amp; Benefits</b>		-0-		-0-		-0-
<b>Supplies</b>						
<b>Services</b>						
<b>Capital</b>		\$71,000				\$71,000

**Job Roster**

<b>Position</b>	<b>Range</b>	<b>Step</b>	<b>Status</b>	<b>Start Date</b>

**City of Camas**  
**2019 SPRING OMNIBU BUDGET REQUEST**  
**S-3 Detailed Decision Package**

---

**Department:** Stormwater

**Decision Package Title:** Stormwater Maintenance Workers

**Package Description**

- Addition of one FTE in Stormwater ("Senior Maintenance Worker")
- Reclassification of one FTE in Stormwater (STM.FTE.04) from "Maintenance Worker II" to "Lead Maintenance Worker"
  
- Stormwater Rate Study included 4 FTE in the 2019-2023 Rate Scenario
- Stormwater Crew to be created in 2019 to consist of:
  - One (1) Lead Worker
  - One (1) Senior Maintenance Worker
  - One (1) Maintenance Worker II
  - One (1) Maintenance Worker I
- Three (3) FTEs were included in the 2019/2020 Adopted Budget. The fourth Stormwater FTE was not included for Council Consideration as at the time, it was unknown whether the City would take over the Dams from GP. Staff would note there was some mention in the Budget Documents regarding an operator for the Dams; however, that was not the intent.
- The intent with the 2019/2020 Budget adoption and FTE Roster was that position STM.FTE.04 was to be a Lead Maintenance Worker.
- Salary of the Lead, Senior and Maint Worker II will not be known until after the positions are filled.

**Fiscal Detail**

<b>Operating Expenditures</b>		<b><u>FY 2019</u></b>		<b><u>FY 2020</u></b>		<b><u>Total</u></b>
<i>(enter title with total pkg \$)</i>		<b>\$ 48,475</b>		<b>\$</b>		<b>\$</b>
<b>Staffing</b>	<b>GL Code</b>	<b><u>FY 2019</u></b>		<b><u>FY 2020</u></b>		<b><u>Total</u></b>
<b>Salary &amp; Benefits</b>		\$48,475		-0-		-0-
<b>Supplies</b>						
<b>Services</b>						
<b>Capital</b>						



**Job Roster**

<b>Position</b>	<b>Range</b>	<b>Step</b>	<b>Status</b>	<b>Start Date</b>
Lead Maint Worker (STM.FTE.04)	\$66,552 - \$79,464	Unknown		June 1, 2019
Senior Maint Worker	\$60,888 - \$72,732	Unknown	Proposed Addition	June 1, 2019
Maint Worker II (STM.FTE.03)	\$55,752 - \$66,552	Unknown	No Change	June 1, 2019
Maint Worker I (STM.FTE.02)	\$51,012 - \$60,888	1	No Change	June 1, 2019



City of Camas  
**2019 SPRING OMNIBUS BUDGET REQUEST**  
**S-4 Detailed Decision Package**

---

**Department:** Stormwater

**Decision Package Title:** Maintenance of Dams

**Package Description**

The adopted 2019/2020 Budget included \$25,000 per year for Maintenance of the Dams. This number was an estimate based on discussions with GP. However, since taking over the dams, Staff has determined that cleaning of debris from the log boom is something that needs to be completed quarterly and because of the age and use of the mechanical operating spillway system additional funding is needed for periodic repairs. Staff is requesting additional money to complete these maintenance activities.

**Fiscal Detail**

<b>Operating Expenditures</b>		<b><u>FY 2019</u></b>		<b><u>FY 2020</u></b>		<b><u>Total</u></b>
<i>Maintenance of Dams</i>		<b>\$ 25,000</b>		<b>\$ 25,000</b>		<b>\$ 50,000</b>
<b>Staffing</b>	<b>GL Code</b>	<b><u>FY 2019</u></b>		<b><u>FY 2020</u></b>		<b><u>Total</u></b>
<b>Salary &amp; Benefits</b>		-0-		-0-		-0-
<b>Supplies</b>						
<b>Services</b>		\$25,000		\$25,000		\$50,000
<b>Capital</b>						

**Job Roster**

<b>Position</b>	<b>Range</b>	<b>Step</b>	<b>Status</b>	<b>Start Date</b>

**City of Camas**  
**2019 SPRING OMNIBUS BUDGET REQUEST**  
**S-5 Detailed Decision Package**

---

**Department:** Finance

**Decision Package Title:** Move Accounting Assistant from 2020 to 2019

**Package Description**

In January, Council approved the Finance Staffing Plan presented by the Administrative Service Director at the January 22, 2019 City Council Meeting (See the attached memo provided to Council). Finance is facing a staffing shortage and is preparing for two upcoming retirements. The staff recommendation was to hire immediately the new Accounting Assistant budgeted in 2020. This package adjusts the 2019 budget for the new position.

**Fiscal Detail**

<b>Operating Expenditures</b>		<b><u>FY 2019</u></b>		<b><u>FY 2020</u></b>		<b><u>Total</u></b>
<i>(enter title with total pkg \$)</i>		<b>\$ 56,872</b>		<b>\$</b>		<b>\$ 56,872</b>
<b>Staffing</b>	<b>GL Code</b>	<b><u>FY 2019</u></b>		<b><u>FY 2020</u></b>		<b><u>Total</u></b>
<b>Salary &amp; Benefits</b>		<b>\$56,872</b>		<b>-0-</b>		<b>\$56,872</b>
<b>Supplies</b>						
<b>Services</b>						
<b>Capital</b>						



**City of Camas**  
**2019 SPRING OMNIBUS BUDGET REQUEST**  
**S-6 Detailed Decision Package**

---

**Department:** Finance

**Decision Package Title:** Two Retirement Payouts

**Package Description**

Finance has two employees retiring who have worked for the City for several years. Each has large leave accrual banks which will be cashed out upon their retirement from the City. The Accounting Manager will have a cashout of \$42,998 and the Accounting Assistant will have a cashout of \$22,088.

**Fiscal Detail**

<b>Operating Expenditures</b>		<b><u>FY 2019</u></b>		<b><u>FY 2020</u></b>		<b><u>Total</u></b>
<i>(enter title with total pkg \$)</i>		<b>\$ 65,086</b>		<b>\$</b>		<b>\$ 65,086</b>
<b>Staffing</b>	<b>GL Code</b>	<b><u>FY 2019</u></b>		<b><u>FY 2020</u></b>		<b><u>Total</u></b>
<b>Salary &amp; Benefits</b>		\$65,086		-0-		\$65,086
<b>Supplies</b>						
<b>Services</b>						
<b>Capital</b>						

City of Camas  
**2019 SPRING OMNIBUS BUDGET REQUEST**  
**S-7 Detailed Decision Package**

---

Department:        Animal Control

Decision Package Title:    Kennel Repair

**Package Description:** The City of Washougal provides animal control services to the City of Camas under an Inter-local Agreement. After the 2019 operating budget was approved, the City of Washougal alerted the City of Camas that the dog kennel needed emergency repairs. The dog kennel is in the C/W Industrial Park and is operated by the West Columbia Gorge Humane Society. The kennels were reported to be in such bad condition, that immediate action was warranted for the health and safety of the animals and staff. As such, the City of Washougal approved the expenditure of approximately \$26,000.00 for the project. The terms of our Inter-local Agreement would stipulate that the City of Camas is responsible for 50% of that cost.

This budget request would allocate necessary budget dollars to the Animal Control budget to allow for payment of our portion of the emergency kennel repair.

**Fiscal Detail**

Operating Expenditures		<u>FY 2019</u>		<u>FY 2020</u>		<u>Total</u>
<i>(enter title with total pkg \$)</i>		\$ 13,000		\$		\$ 13,000
<b>Staffing</b>	<b>GL Code</b>	<b><u>FY 2019</u></b>		<b><u>FY 2020</u></b>		<b><u>Total</u></b>
Salary & Benefits		-0-		-0-		-0-
Supplies						
Services		\$13,000				\$13,000
Capital						

**Job Roster**

Position	Range	Step	Status	Start Date



City of Camas  
**2019 SPRING OMNIBUS BUDGET REQUEST**  
**S-8 Detailed Decision Package**

---

**Department:**           **Administrative Services**

**Decision Package Title:** **Laserfiche Support**

**Package Description:**

This is for training and support of 80 hours for \$12,400. These hours will initially be used for the Special Events Permit workflow process.

**Fiscal Detail**

<b>Operating Expenditures</b>		<b><u>FY 2019</u></b>		<b><u>FY 2020</u></b>		<b><u>Total</u></b>
<i>(enter title with total pkg \$)</i>		<b>\$ 12,400</b>		<b>\$</b>		<b>\$ 12,400</b>
<b>Staffing</b>	<b>GL Code</b>	<b><u>FY 2019</u></b>		<b><u>FY 2020</u></b>		<b><u>Total</u></b>
<b>Salary &amp; Benefits</b>		-0-		-0-		-0-
<b>Supplies</b>						
<b>Services</b>		\$12,400				\$12,400
<b>Capital</b>						

**Job Roster**

<b>Position</b>	<b>Range</b>	<b>Step</b>	<b>Status</b>	<b>Start Date</b>

**City of Camas**  
**2019 SPRING OMNIBUS BUDGET REQUEST**  
**S-9 Detailed Decision Package**

---

**Department:**        **Police**

**Decision Package Title:**   **New Police Car Model**

**Package Description:**

The Police detective car is scheduled for replacement in 2019. In preparing the order, staff learned the previous car model has been discontinued and no longer available. The new model is \$13,000 more. All vehicles in class "U" will need to be adjusted going forward.

**Fiscal Detail**

<b>Operating Expenditures</b>		<b><u>FY 2019</u></b>		<b><u>FY 2020</u></b>		<b><u>Total</u></b>
<i>(enter title with total pkg \$)</i>		<b>\$ 13,000</b>		<b>\$</b>		<b>\$ 13,000</b>
<b>Staffing</b>	<b>GL Code</b>	<b><u>FY 2019</u></b>		<b><u>FY 2020</u></b>		<b><u>Total</u></b>
<b>Salary &amp; Benefits</b>		-0-		-0-		-0-
<b>Supplies</b>						
<b>Services</b>						
<b>Capital</b>		\$13,000				\$13,000

**Job Roster**

<b>Position</b>	<b>Range</b>	<b>Step</b>	<b>Status</b>	<b>Start Date</b>



**City of Camas**  
**2019 SPRING OMNIBUS BUDGET REQUEST**  
**S-10 Detailed Decision Package**

---

**Department:** Equipment Rental (Streets)

**Decision Package Title:** Crew Cab Flatbed/Deicer/Plow Truck (Supplemental)

**Package Description**

The adopted 2019/2020 Budget included \$34,237 for the regular scheduled replacement of a 2008 Flatbed Truck. The replacement of this vehicle has been deferred past its scheduled replacement date and the new replacement cost exceeds the current model cost by \$23,000.

Additionally, this truck is instrumental in the City's routine maintenance and snow/ice response. As such, staff is requesting an additional \$11,000 to upgrade this truck with a snow plow and adequate suspension. This will provide additional efficiency in our operations and increase our levels of service in response to inclement weather in our growing City.

Total additional funds requested are \$34,000

**Fiscal Detail**

<b>Operating Expenditures</b>		<b><u>FY 2019</u></b>		<b><u>FY 2020</u></b>		<b><u>Total</u></b>
<i>(enter title with total pkg \$)</i>		<b>\$ \$34,000</b>		<b>\$</b>		<b>\$ \$34,000</b>
<b>Staffing</b>	<b>GL Code</b>	<b><u>FY 2019</u></b>		<b><u>FY 2020</u></b>		<b><u>Total</u></b>
<b>Salary &amp; Benefits</b>		-0-		-0-		-0-
<b>Supplies</b>						
<b>Services</b>						
<b>Capital</b>		\$34,000				\$34,000

**Job Roster**

<b>Position</b>	<b>Range</b>	<b>Step</b>	<b>Status</b>	<b>Start Date</b>

City of Camas  
**2019 SPRING OMNIBUS BUDGET REQUEST**  
**S-11 Detailed Decision Package**

---

**Department:** Police

**Decision Package Title:** Officer Equipment

**Package Description:** The 2019-2020 budget was originally built with the assumption of adding one police officer in 2019 and then adding a second officer in the 2020 budget year. After the budget was formed, a late decision was made to change the plan and hire both officers in the first year of the biennial budget (2019).

Hiring a new police officer not only includes costs for salaries and benefits, but also costs for equipment and training. Since this was a new officer, not a replacement, the new position required us to purchase weapons, radios, uniforms, and tools.

In essence, this simply moves up a planned 2020 expenditure to 2019.

**Fiscal Detail**

<b>Operating Expenditures</b>		<b><u>FY 2019</u></b>		<b><u>FY 2020</u></b>		<b><u>Total</u></b>
<i>(enter title with total pkg \$)</i>		<b>\$ 14,025</b>		<b>(\$14,025)</b>		<b>\$ 0</b>
<b>Staffing</b>	<b>GL Code</b>	<b><u>FY 2019</u></b>		<b><u>FY 2020</u></b>		<b><u>Total</u></b>
<b>Salary &amp; Benefits</b>		-0-		-0-		-0-
<b>Supplies</b>		\$14,025		(\$14,025)		\$0
<b>Services</b>						
<b>Capital</b>						

**Job Roster**

<b>Position</b>	<b>Range</b>	<b>Step</b>	<b>Status</b>	<b>Start Date</b>

City of Camas  
**2019 SPRING OMNIBUS BUDGET REQUEST**  
**S-12 Detailed Decision Package**

---

**Department:** CWFD

**Decision Package Title:** ESCI Billing

**Package Description:** CWFD at the direction of JPAC has signed a contract with ESCI to study and provide options to consider for a different funding structure for the consolidate CWFD. This contract is \$47,739 and was not incorporated in the 2019-2020 budget.

**Fiscal Detail**

<b>Operating Expenditures</b>		<b><u>FY 2019</u></b>		<b><u>FY 2020</u></b>		<b><u>Total</u></b>
<i>(enter title with total pkg \$)</i>		<b>\$ 47,739</b>		<b>\$</b>		<b>\$ 47,739</b>
<b>Staffing</b>	<b>GL Code</b>	<b><u>FY 2019</u></b>		<b><u>FY 2020</u></b>		<b><u>Total</u></b>
<b>Salary &amp; Benefits</b>		-0-		-0-		-0-
<b>Supplies</b>						
<b>Services</b>		\$47,739				\$47,739
<b>Capital</b>						

**Job Roster**

<b>Position</b>	<b>Range</b>	<b>Step</b>	<b>Status</b>	<b>Start Date</b>



City of Camas  
**2019 SPRING OMNIBUS BUDGET REQUEST**  
**S-13 Detailed Decision Package**

---

**Department: Equipment Rental**

**Decision Package Title: Operations Center Security Upgrades**

**Package Description**

The Public Works Operations Center has been broken into multiple times over the past few years. The site is currently fenced all the way around with key coded gates and has security cameras in six locations. Additionally, there are strobe lights with motion detectors that go off when movement is detected after hours. This package will replace existing cameras and add six additional cameras with high definition quality. This work also provides upgrading to a high definition DVR and upgrading motion detecting technology. Security upgrades are done with guidance from Camas Police Department.

**Fiscal Detail**

<b>Operating Expenditures</b>		<b><u>FY 2019</u></b>		<b><u>FY 2020</u></b>		<b><u>Total</u></b>
<i>(enter title with total pkg \$)</i>		\$		\$		\$
<b>Staffing</b>	<b>GL Code</b>	<b><u>FY 2019</u></b>		<b><u>FY 2020</u></b>		<b><u>Total</u></b>
<b>Salary &amp; Benefits</b>		-0-		-0-		-0-
<b>Supplies</b>						
<b>Services</b>		\$15,000				
<b>Capital</b>						

**Job Roster**

<b>Position</b>	<b>Range</b>	<b>Step</b>	<b>Status</b>	<b>Start Date</b>