

---

**2023-2024  
PROPOSED  
OPERATING  
BUDGET  
DISCUSSION**

City of Camas





---

# AGENDA

Budget Process and Timeline Review

Mayor's Recommended Budget

Public Safety Decision Packages

Facilities/Infrastructure Decision Packages

Funding

Next Steps



# INTRODUCTION

Mayor's Recommended Budget was presented a month ago  
Public Engagement is culminating to an Open House 11/2  
Tonight, Council will discuss what is in the 2023-2024  
Proposed Operating Budget as well as answer the questions  
received from City Council



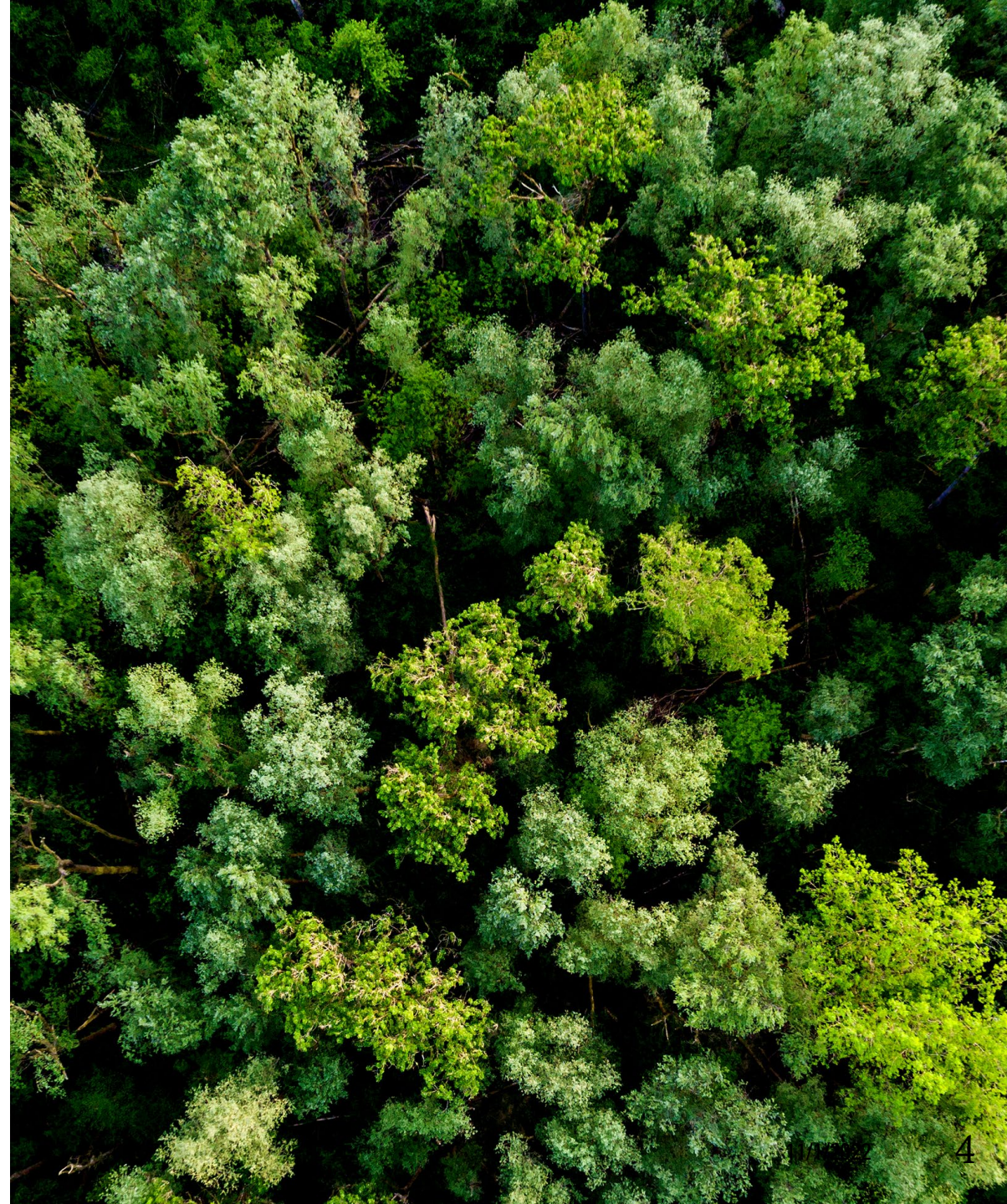


---

# BUDGET PROCESS AND TIMELINE REVIEW

2023-2024 Budget Preparation

---





# 2023-2024 Budget Process



CITY OF CAMAS

JULY 5, 2022



# Mayor's focus

---

- cataloging and focusing on the Needs of the City, no matter the size, no matter the criticality
- an honest and accurate picture for Council to make informed decisions about allocating public resources







Building it together

June-September



# Budget Goal

Needs Identified and Supported

Public Engaged and Heard

Mayor and Council's Priorities are  
made Policy

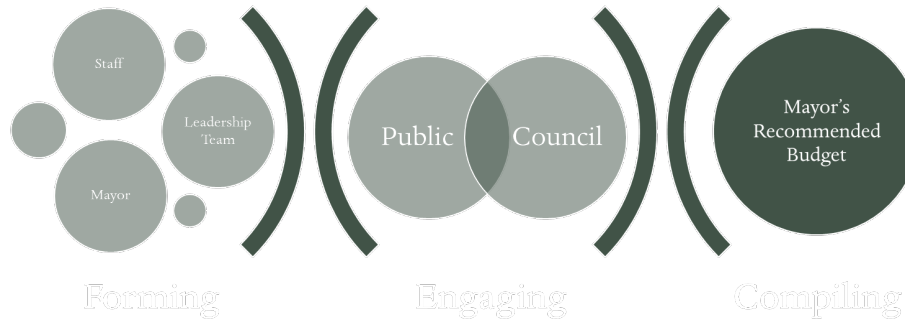
Budget is Transparent and  
Documented





# 2023-2024 ORIGINAL BUDGET SCHEDULE

## Building the Budget for Consideration



Date	Budget Process Schedule
June 6	WORKSHOP 2023-2024 Revenue Forecast
June 10	Mayor's Message with Budget Calendar and Decision Package Templates sent to Council and Leadership
June 21	WORKSHOP 2023-2024 Budget Process Presentation
June 27	Capital Budget Planning Group Meeting to review draft decision packages
July 8	Capital Decision Packages Due
July 15	Baseline Budgets sent to Department Heads
July 22-23	PUBLIC OUTREACH Camas Days Booth with Capital Packages
July 25	Capital Budget Planning Group Meeting – Draft Budget Discussion
July 29	Operating Decision Packages Due
August 1	WORKSHOP Transportation Benefit District Presentation
August PLANNING	WORKSHOP 2023-2024 Decision Packages – Council and Staff
August 15	WORKSHOP Long Range Financial Forecast
August 22-26	PUBLIC OUTREACH Balancing Act with Operating Budget Outreach
August 24	PUBLIC OUTREACH Farmer's Market with Operating Budget Outreach
August PLANNING	WORKSHOP 2023-2024 Operating Decision Packages – Council and Staff
September 6	Preliminary Draft 2023-2024 Budget (to include all decision packages) provided to the Leadership Team with Discussion
September 6	WORKSHOP Utility Taxes Presentation 2023-2024 Revenue Budget & Property Taxes
September 7-16	Mayor, City Administrator and Finance Director Meetings with Department Heads
September 19	Leadership Meeting to discuss Mayor's Recommended Budget
September 19	WORKSHOP 2023 Equipment Rental and Replacement Rates presentation 2023 Fee Schedule Presentation
September 19-30	Mayor's Recommended Budget prepared
October 3	WORKSHOP 2023-2024 Mayor's Recommended Budget presented



---

# 2023-2024 BUDGET TIMELINE TO DATE

DOES NOT INCLUDE MONTHLY  
FINANCE COMMITTEE MEETINGS  
(WEEKLY OCT-NOV)

## June

- Workshop 6/6 2023-2024 Rev Projections

## July

- Workshop 7/5 2023-2024 Budget Process

## August

- Workshop 8/1 Capital Budget DP Part 1
- Special Meeting 8/5 Operating Bud DP
- Workshop 8/15 Capital Budget DP Part 2
- Special Meeting 8/19 Operating Bud DP
- [Farmer's Market 8/24 Operating DPs](#)
- [Farmer's Market 8/31 Capital DPs](#)
- [Online Public Engagement 8/23-9/9](#)

## September

- [Farmers's Market ARPA](#)
- [Online ARPA](#)
- Workshop 9/19
  - 2023-2024 Prel Rev Projection
  - 2023 Property Tax
  - 2023 Fee Schedule
  - Transportation Benefit District
  - Utilities Tax
  - 2023-2032 General Fund Forecast
- Special Meeting 9/30 Budget Priorities with Council

## October

- Workshop 10/3
  - ARPA
  - 2023-2024 Mayor's Recommended Budget
- [Public Eng 10/3-7 Property Taxes](#)
- [Public Eng 10/10-15](#)
  - [Open House mailer](#)
  - [Utility Taxes](#)
- Workshop 10/17
  - 2023-2024 Operating Budget
  - 2023 Fee Schedule
  - 2024 Property Taxes
- [Public Eng 10/17-21 Capital Budget](#)
- [Public Eng 10/24-28 Operating Budget](#)

---

## November

- Special Meeting 2023-2024 Proposed Operating Budget



---

# TIMELINE

Nov 2	Nov 7	Nov 20	Nov 21	Nov 30	Dec 5	Dec 31
<ul style="list-style-type: none"><li>• Public Open House</li><li>• Utility Bill Insert<ul style="list-style-type: none"><li>• Utility Taxes</li><li>• 2023-2024 Budget</li></ul></li></ul>	<ul style="list-style-type: none"><li>• Capital Budget Presentation</li><li>• Revenue Options</li></ul>	<ul style="list-style-type: none"><li>• <b>Budget available to the public</b></li></ul>	<ul style="list-style-type: none"><li>• <b>Public Hearings for Property Tax Levies</b><ul style="list-style-type: none"><li>• Ord for Property Taxes</li><li>• Public Hearing for Utility Taxes</li><li>• Ordinance for Utility Taxes</li></ul></li></ul>	<b>Property Tax Levies due to Clark County for Certification</b>	<ul style="list-style-type: none"><li>• <b>Final Public Hearing</b><ul style="list-style-type: none"><li>• Ord for the 2023-2024 Budget</li></ul></li></ul>	<b>Budget Adoption Deadline</b>



---

# MAYOR'S RECOMMENDED BUDGET

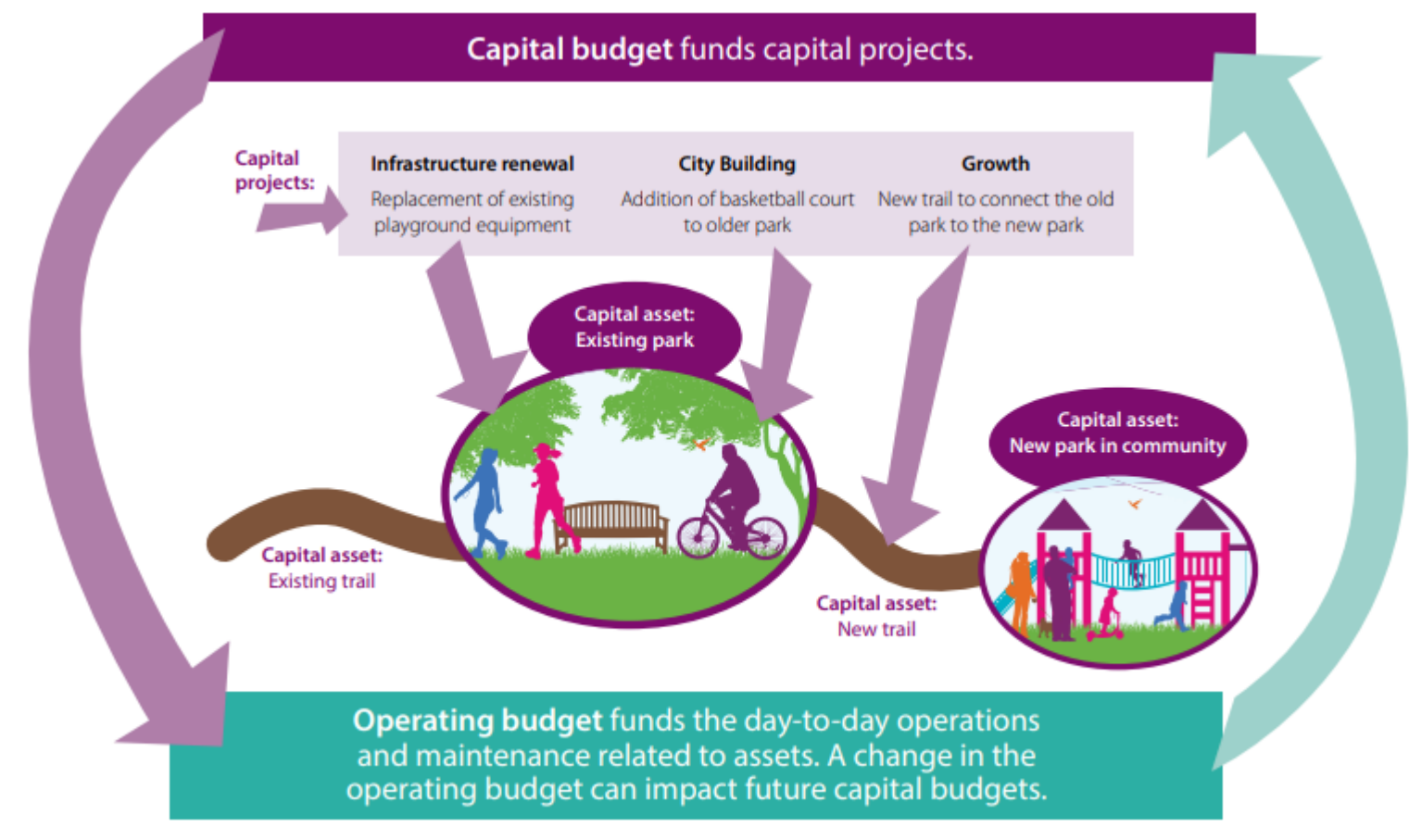
Operating Budget Focus

---





# OPERATING AND CAPITAL BUDGETS



# GOVERNMENTAL AND PROPRIETARY

Governmental Funds = General Fund, Streets, CWFD, and Cemetery (tax-based)

Proprietary = Stormwater, Solid Waste, Water and Sewer (rate-based)





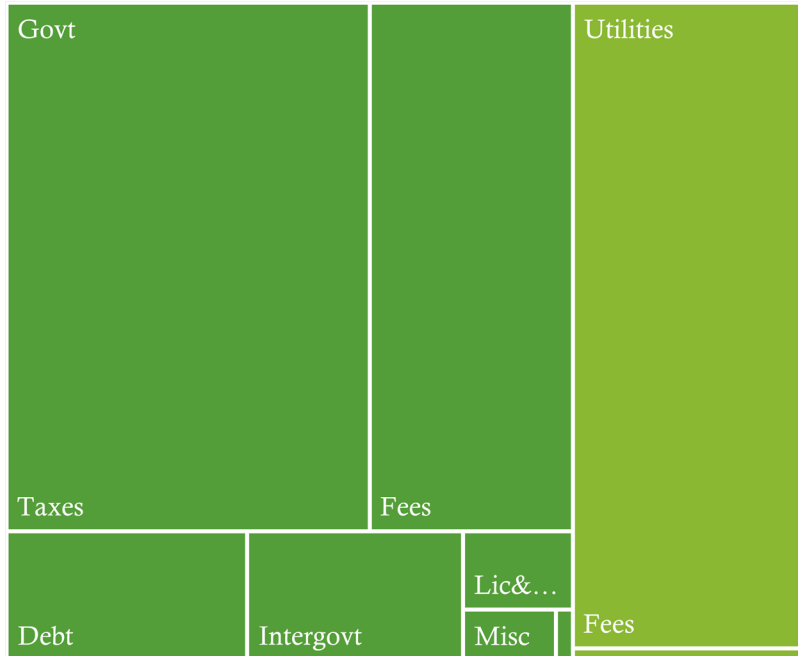
# MAYOR'S RECOMMENDED BUDGET SUMMARY

## City of Camas 2023-2024 Mayor's Recommended Budget

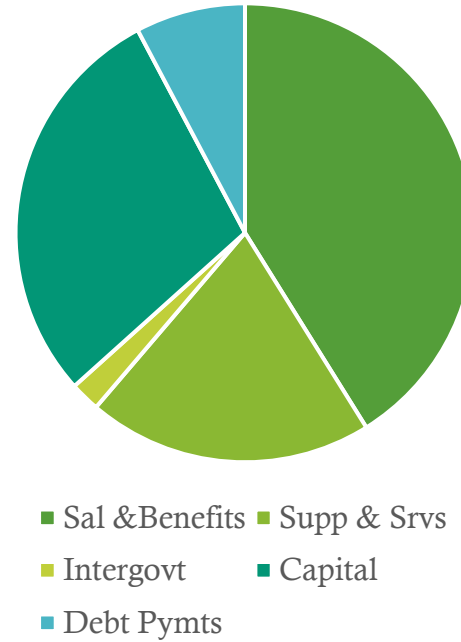
Fund	Projected Beginning Fund Balance	2023-2024 Revenues	2023-2024 Appropriation	Projected Ending Fund Balance	Change in Fund Balance	
General	\$ 13,983,314	\$ 70,462,732	\$ 74,508,024	\$ 9,938,022	\$ (4,045,292)	26%
City Street	\$ 2,106,931	\$ 9,357,027	\$ 7,812,074	\$ 3,651,884	\$ 1,544,953	
American Rescue Plan Act (ARPA funding)	\$ 6,236,616	\$ 75,001	\$ 6,311,617	\$ -	\$ (6,236,616)	
Tree Fund	\$ 15,580	\$ 204	\$ -	\$ 15,784	\$ 204	
C/W Fire and EMS	\$ 1,888,019	\$ 34,070,641	\$ 35,101,091	\$ 857,569	\$ (1,030,450)	
Lodging Tax	\$ 59,634	\$ 48,028	\$ 65,000	\$ 42,662	\$ (16,972)	
Cemetery	\$ 295,904	\$ 571,615	\$ 590,010	\$ 277,509	\$ (18,395)	
Limited G.O. Bond Debt Service	\$ -	\$ 6,540,138	\$ 6,540,138	\$ -	\$ -	
Real Estate Excise Tax Capital	\$ 15,047,340	\$ 10,723,608	\$ 14,923,573	\$ 10,847,375	\$ (4,199,965)	
Park Impact Fee Capital	\$ 3,851,009	\$ 4,564,291	\$ 2,216,008	\$ 6,199,292	\$ 2,348,283	
Transportation Impact Fee Capital	\$ 3,662,476	\$ 2,591,120	\$ 2,460,214	\$ 3,793,382	\$ 130,906	
Fire Impact Fee	\$ 1,249,588	\$ 544,452	\$ 870,927	\$ 923,113	\$ (326,475)	
NW 38th Ave Phase 3 Construction	\$ -	\$ 6,100,400	\$ 6,100,400	\$ -	\$ -	
Facilities Capital	\$ 1,502,473	\$ 8,633,883	\$ 8,633,883	\$ 1,502,473	\$ -	
Legacy Lands Project	\$ 5,915,535	\$ 21,304	\$ 150,000	\$ 5,786,839	\$ (128,696)	
Storm Water Utility	\$ 3,178,724	\$ 4,480,882	\$ 6,642,413	\$ 1,017,193	\$ (2,161,531)	
City Solid Waste	\$ 4,019,129	\$ 6,885,529	\$ 6,100,428	\$ 4,804,230	\$ 785,101	
Water-Sewer	\$ 14,868,540	\$ 32,413,055	\$ 38,795,242	\$ 8,486,353	\$ (6,382,187)	
Water-Sewer Capital Projects	\$ -	\$ 9,710,000	\$ 9,710,000	\$ -	\$ -	
North Shore Sewer Construction Project	\$ 245,340	\$ -	\$ -	\$ 245,340	\$ -	
2019 Water Construction Projects	\$ 6,236,979	\$ -	\$ -	\$ 6,236,979	\$ -	
Water-Sewer Capital Reserve	\$ 16,177,490	\$ 5,798,056	\$ 9,650,000	\$ 12,325,546	\$ (3,851,944)	
Water-Sewer Bond Reserve	\$ 1,724,690	\$ 10,747	\$ -	\$ 1,735,437	\$ 10,747	
Equipment Rental	\$ 2,587,762	\$ 4,624,382	\$ 5,358,455	\$ 1,853,689	\$ (734,073)	
Firefighter's Pension	\$ 1,140,609	\$ 17,679	\$ 188,014	\$ 970,275	\$ (170,335)	
Retiree Medical	\$ 13,371	\$ 317,111	\$ 318,120	\$ 12,362	\$ (1,009)	
LEOFF 1 Disability Board	\$ 526,778	\$ 355,277	\$ 448,241	\$ 433,814	\$ (92,964)	
<b>Total City Budget 2021-2022</b>	<b>\$ 106,533,832</b>	<b>\$ 218,917,162</b>	<b>\$ 243,493,871</b>	<b>\$ 81,957,123</b>	<b>\$ (24,576,710)</b>	

# MAYOR'S RECOMMENDED BUDGET SUMMARY

## Revenues



## Expenditures

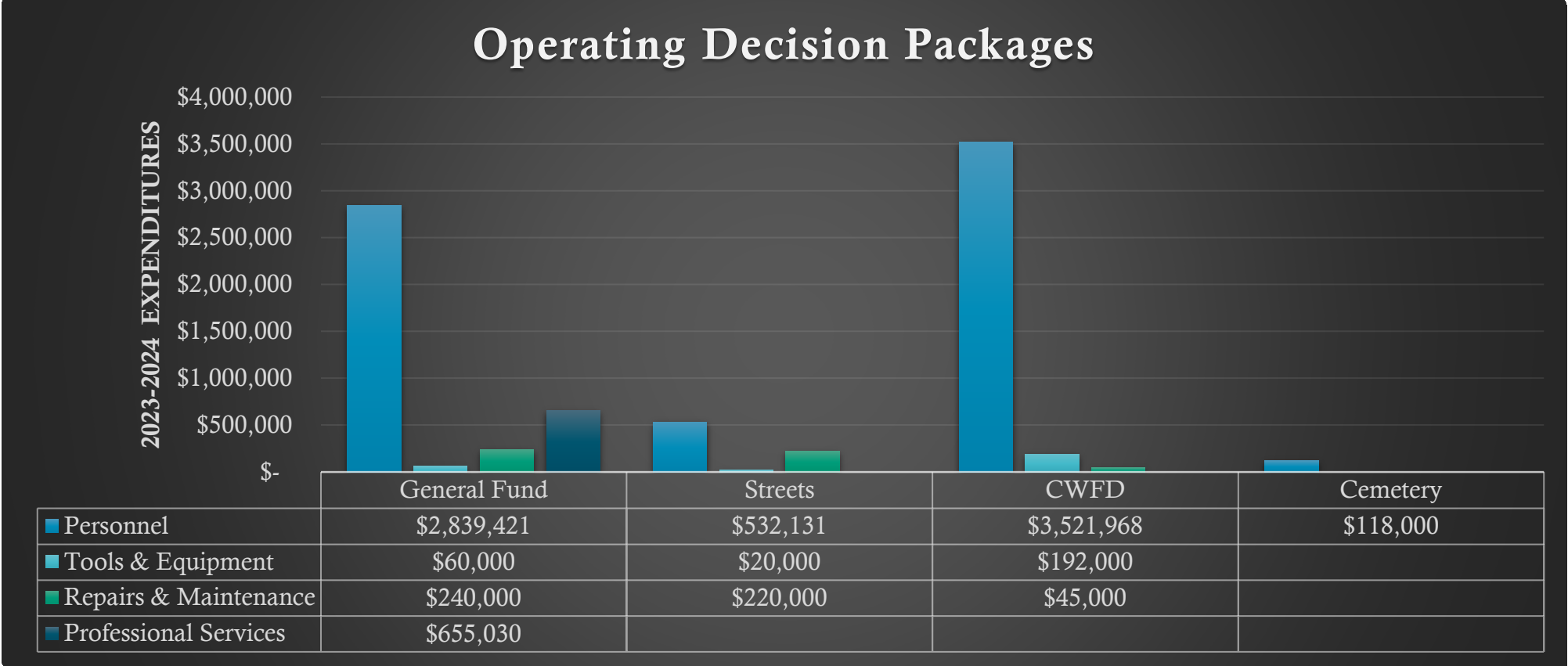


## FTE Counts

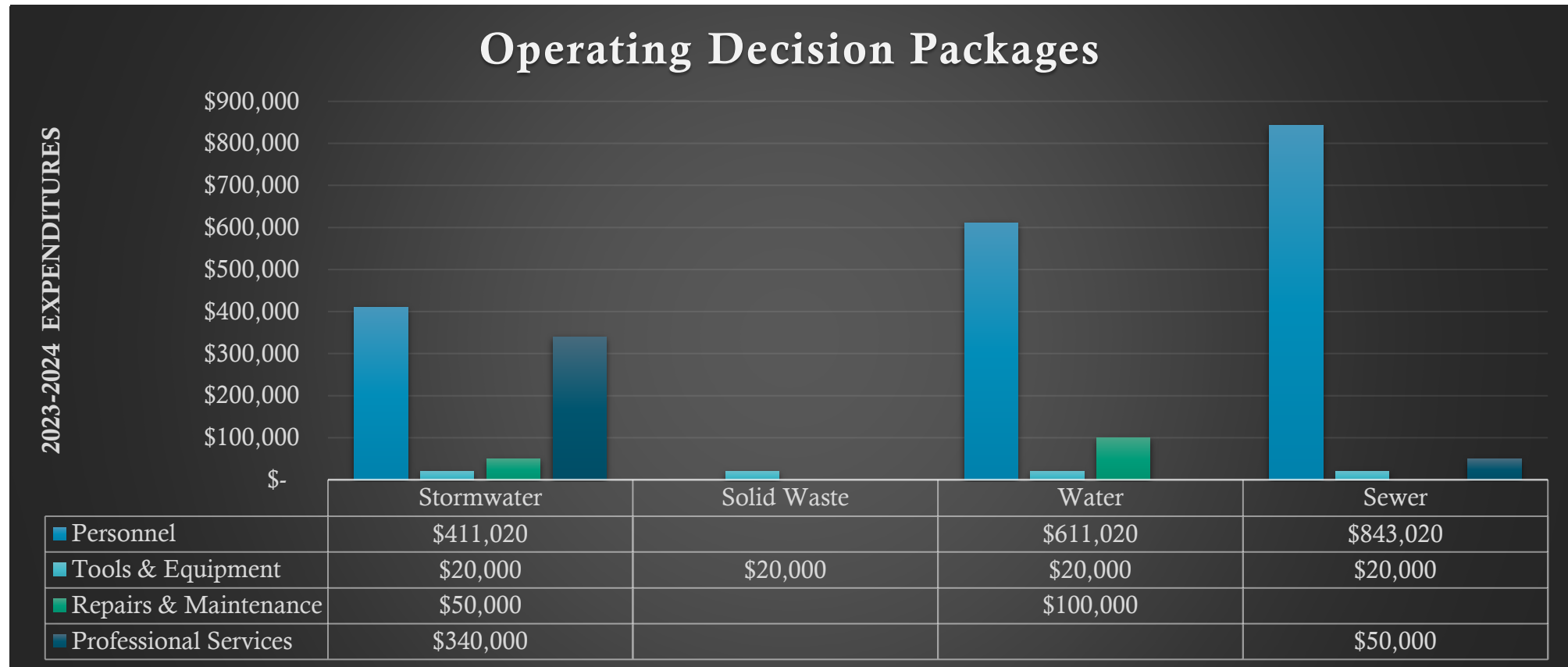
	2022 Funded	2022 Filled	2023 Budget	2024 Budget
Executive/Legislative	4.5	3.5	4.5	4.5
Municipal Court	3	3	3	3
Admin Services	4	4	6	6
Information Technology	6	6	8	8
Finance	14.5	14.5	14.5	14.5
Police	37	37	41	41
Detention & Corrections	2	2	2	2
CWFD	75	73	81	81
Library	18	17	18	18
Community Development	14	13	14	14
Public Works	1	1	1	1
Cemetery	1	1	1	1
Facilities Services	2	2	2	2
Engineering	13	11	15	15
ERR	6	6	6	6
Parks Maintenance	8	8	8	8
Solid Waste	5	5	5	5
Storm Water	6	6	6	6
Water/Sewer	29	26	35	35
Streets	8	8	8	8
Parks & Recreation	4	4	5	5
<b>Total FTE</b>	<b>261</b>	<b>251</b>	<b>284</b>	<b>284</b>



# GOVERNMENTAL FUNDS



# PROPRIETARY FUNDS





---

# PRIORITIZED DECISION PACKAGES

	Personnel	Tools & Equipment	Repairs & Maintenance	Professional Services
Critical needs	\$1,905,006	\$83,000	\$80,000	\$190,000
Compliance	\$5,066,522	\$120,000	\$200,000	\$150,000
Risk Management	\$1,252,000		\$260,000	\$100,000
Discretionary	\$703,052	\$149,000	\$115,000	\$555,030

---

# PUBLIC SAFETY DECISION PACKAGES

60% of the Decision Packages are Police,  
Fire/EMS, Water and Sewer

---





---

# PUBLIC SAFETY DECISION PACKAGES

## Police

- |                              |           |
|------------------------------|-----------|
| • Fingerprinting Replacement | \$11,000  |
| • 2 Police Overhires         | \$515,000 |
| • 2 Police Sergeants         | \$605,000 |
| • Drone Program              | \$20,000  |

Total	\$1,151,000
-------	-------------

2 FTE and 2 replacement FTEs

## CWFD

- |                                    |             |
|------------------------------------|-------------|
| • Station 42 Pressure Relief Valve | \$30,000    |
| • Adm Staffing Changes             | \$499,768   |
| • 3-Person Engine Staffing         | \$3,214,200 |
| • 1929 Fire Truck Repairs          | \$15,000    |

Total	\$3,758,968
-------	-------------

13 FTEs (to be completed over 3 yrs) and 1 reclass

---

# PUBLIC SAFETY DECISION PACKAGES

## Water

• Maintenance Worker-Locating	\$168,000
• Operations Project Manager (%)	\$75,020
• Treatment Oper/Source Control	\$168,000
• Cross Connection Control Spec.	\$200,000
• Increase Tools & Equipment	\$20,000
• Hydrant Maintenance Program	\$100,000
<b>Total</b>	<b>\$731,020</b>

## Sewer

• Sewer Lead	\$232,000
• Operations Project Manager(%)	\$75,020
• Maintenance Worker – STEP	\$168,000
• Maintenance Worker – Locating	\$168,000
• WWTP Lab Technician	\$200,000
• Increase Tools & Equipment	\$20,000
• Full System Survey	\$50,000
<b>Total</b>	<b>\$913,020</b>

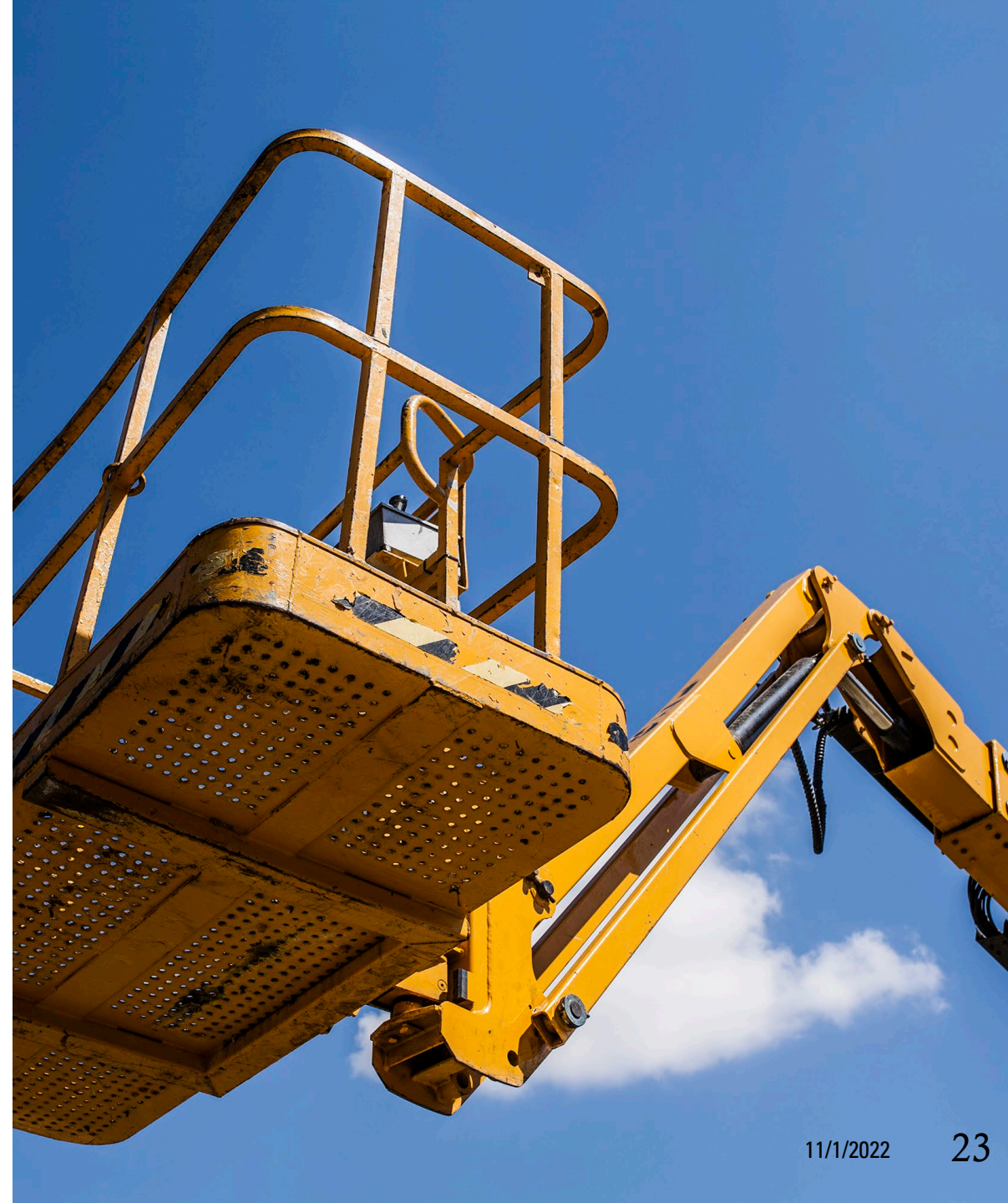


---

# FACILITIES/ INFRASTRUCTURE DECISION PACKAGES

32% of the Decision Packages are IT,  
Engineering, Parks, Planning, Streets,  
Stormwater

---



---

# FACILITIES/INFRASTRUCTURE DECISION PACKAGES

## IT

- |                        |           |
|------------------------|-----------|
| • Support Specialist   | \$210,000 |
| • System Administrator | \$310,500 |
| • Training             | \$20,000  |

Total	\$540,500
-------	-----------

2 FTEs

## Engineering

- |                                 |           |
|---------------------------------|-----------|
| • Development Engineering Mgr   | \$350,000 |
| • Operations Project Manager(%) | \$28,131  |

Total	\$378,131
-------	-----------

1 FTE and 1 shared FTE



---

# FACILITIES/INFRASTRUCTURE DECISION PACKAGES

## Parks

- |                                  |           |
|----------------------------------|-----------|
| • Project Manager                | \$241,738 |
| • Open Space Plan                | \$100,000 |
| • Noxious Weed Abatement         | \$180,000 |
| • Parks/Trails Surface Treatment | \$60,000  |

Total \$581,738

1 FTE

(Note there is another 1 FTE in Recreation)

## Planning

- |                         |           |
|-------------------------|-----------|
| • Downtown Subarea Plan | \$425,000 |
|-------------------------|-----------|

Total \$425,000

---

# PUBLIC SAFETY DECISION PACKAGES

## Streets

• Maintenance Worker-Locating	\$168,000
• Operations Project Manager (%)	\$75,020
• Treatment Oper/Source Control	\$168,000
• Cross Connection Control Spec.	\$200,000
• Increase Tools & Equipment	\$20,000
• Hydrant Maintenance Program	\$100,000
<b>Total</b>	<b>\$731,020</b>

## Stormwater

• Sewer Lead	\$232,000
• Operations Project Manager(%)	\$75,020
• Maintenance Worker – STEP	\$168,000
• Maintenance Worker – Locating	\$168,000
• WWTP Lab Technician	\$200,000
• Increase Tools & Equipment	\$20,000
• Full System Survey	\$50,000
<b>Total</b>	<b>\$913,020</b>

---

# COUNCIL REVIEW OF OPERATING DECISION PACKAGES

---





---

Council Question:  
Which packages  
should be included in  
the 2023-2024  
Proposed Budget?

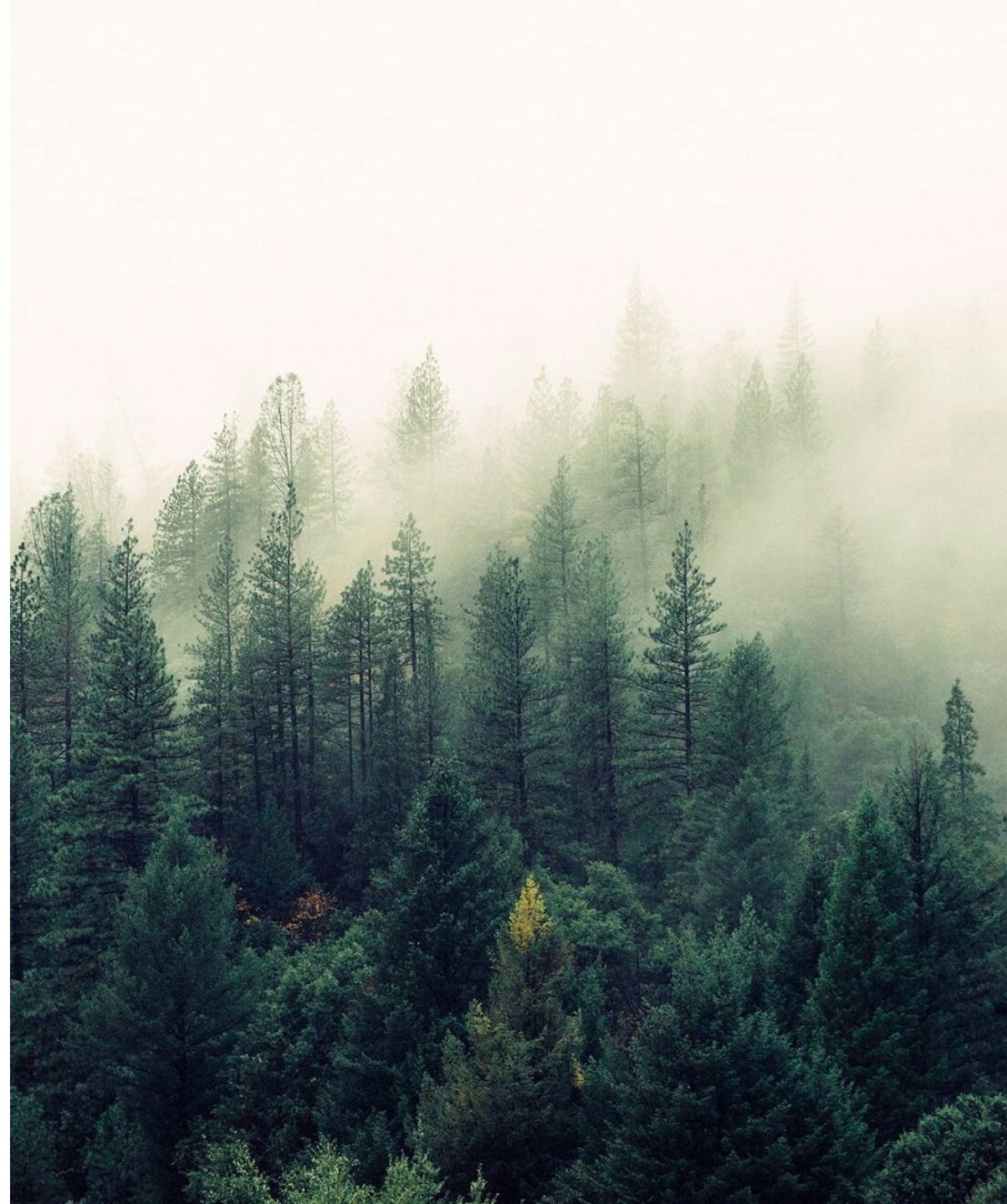


---

# FUNDING DISCUSSION

Property Taxes and Utility Taxes

---



---

# REVENUE OPTIONS

## Property Tax 1% & Utility Taxes 3%(Mayor's)

- \$1,895,665 generated in revenues
- No decision packages impact
- Average resident impact = \$45.86/yr

## No Property Tax & Yes Utility Taxes 3%

- \$340,005 reduction in revenues
- Decision packages impact: 2 FTEs would need to be eliminated (ongoing)
- Average resident impact = \$32.86/yr



---

# REVENUE OPTIONS

## Property Taxes 1% and No Utility Taxes

- \$1,556,290 reduction in revenues
- Decision package impact: half of 3-engine company FTEs or half of the FTEs in the General Fund eliminated
- Average resident impact = \$13/yr

## No tax increases

- \$1,895,665 Reduction in Revenues
- Decision packages impact: two-thirds of 3-engine company FTEs or two thirds of the FTEs in General Fund eliminated
- Average resident impact = \$0/yr



---

## COUNCIL DECISIONS:

1. Property Tax 1% and Utility Taxes 3%
2. No Property Tax 1% but Yes Utility Taxes 3%?
3. Yes Property Tax 1% but No Utility Taxes 3%?
4. No Tax Increases



---

# NEXT STEPS

City Calendar and State Requirements(Bold)

---





---

# TIMELINE

Nov 2	Nov 7	Nov 20	Nov 21	Nov 30	Dec 5	Dec 31
<ul style="list-style-type: none"><li>• Public Open House</li><li>• Utility Bill Insert<ul style="list-style-type: none"><li>• Utility Taxes</li><li>• 2023-2024 Budget</li></ul></li></ul>	<ul style="list-style-type: none"><li>• Capital Budget Presentation</li><li>• Revenue Options</li></ul>	<ul style="list-style-type: none"><li>• <b>Budget available to the public</b></li></ul>	<ul style="list-style-type: none"><li>• <b>Public Hearings for Property Tax Levies</b><ul style="list-style-type: none"><li>• Ord for Property Taxes</li><li>• Public Hearing for Utility Taxes</li><li>• Ordinance for Utility Taxes</li></ul></li></ul>	<b>Property Tax Levies due to Clark County for Certification</b>	<ul style="list-style-type: none"><li>• <b>Final Public Hearing</b><ul style="list-style-type: none"><li>• Ord for the 2023-2024 Budget</li></ul></li></ul>	<b>Budget Adoption Deadline</b>



---

# QUESTIONS OR COMMENTS?

Cathy Huber Nickerson | [chuber@cityofcamas.us](mailto:chuber@cityofcamas.us) | <https://www.cityofcamas.us/finance/page/city-budget-current-and-past>