

**City Of Woodland  
City Council Meeting Agenda Summary Sheet**

**Agenda Item:** Adopt Ordinance No. 1005 –  
Final 2003 Budget Amendments

**Agenda Item #:** ( I ) Consent

**For Agenda of:** 04/05/04

**Department:** Clerk/Treasurer

**Date Submitted:** 04/01/04

**Cost of Item:** \_\_\_\_\_

**Amount Budgeted:** \_\_\_\_\_

**Unexpended Balance:** \_\_\_\_\_

**BARS #:**

**Description:**

**Department Supervisor Approval:** MER

**Committee Recommendation:** \_\_\_\_\_

**Agenda Item Supporting Narrative (list attachments, supporting documents):**

Narrative and Ordinance No. 1005

**Summary Statement/Department Recommendation:**

These are the final budget amendments for FY2003. The narrative attached provides some detail on how the year ended, as well as Exhibit "A" of the ordinance.

Recommend adoption of Ordinance No. 1005.

**ORDINANCE NO. 1005**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND, WASHINGTON, AMENDING THE 2003 BUDGET ADOPTED BY ORDINANCE NO 974, AMENDED BY ORDINANCE NO 987 AND AMENDED BY ORDINANCE NO. 997 TO REVISE THE REVENUES TO AND APPROPRIATIONS FROM CERTAIN FUNDS AND APPROVING AN ORDINANCE SUMMARY FOR PUBLICATION.**

**WHEREAS**, the City Council has determined that the 2003 budget should be amended to take into account variations in the actual revenues and expenditures from those projected at the time of adoption of the 2003 budget, and

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WOODLAND, WASHINGTON, DO ORDAIN AS FOLLOWS:**

Section 1. Budget Amended. Section 1 of Ordinance No. 974 passed by the City Council on December 2, 2002; amended by Ord. 987 on June 2, 2003 and amended by Ord. 997 on October 20, 2003 is hereby amended by revising the summaries of revenues and appropriations to read as set forth on Exhibit A attached hereto and incorporated herein by this reference as if set forth in full. It includes the attached transactions.

Section 2. Duties of the Clerk-Treasurer. The Clerk-Treasurer of the City of Woodland is authorized to make the necessary changes to the 2003 budget and to make all appropriate line item entries and adjustments as authorized by Council as follows and further ratified by this Ordinance:

REFERENCE

APPROVED BY COUNCIL:

BA-2003-04-22

April 5, 2004

BA-2003-03-15

October 20, 2003

BA-2003-02-07

June 2, 2003

Section 3. Severability Clause. If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portion of this ordinance.

Section 4. Effective Date. This ordinance shall take effect and be in full force five (5) days after publication of the attached summary which is hereby approved.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR at the regular meeting on the 5<sup>th</sup> day of April, 2004.

APPROVED:

\_\_\_\_\_  
Douglas A. Monge, Mayor

ATTEST:

\_\_\_\_\_  
Georgina D. Anderson, Deputy Clerk-Treasurer

APPROVED AS TO FORM:

\_\_\_\_\_  
Patrick Brock, City Attorney

Published: April 14, 2004

Effective: April 19, 2004

**SUMMARY OF ORDINANCE NO. 1005**  
**OF THE CITY OF WOODLAND, WASHINGTON**

On April 5, 2004 the City Council of the City of Woodland, Washington, approved Ordinance No. 1005 the main point which may be summarized by its title as follows:

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND, WASHINGTON, AMENDING THE 2003 BUDGET ADOPTED BY ORDINANCE NO 974, AMENDED BY ORDINANCE NO 987 AND AMENDED BY ORDINANCE NO. 997 TO REVISE THE REVENUES TO AND APPROPRIATIONS FROM CERTAIN FUNDS AND APPROVING AN ORDINANCE SUMMARY FOR PUBLICATION.**

The full text of this Ordinance will be mailed upon request.

APPROVED by the City Council at their meeting on April 5, 2004.

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Georgina D. Anderson, Deputy Clerk-Treasurer

Published: April 14, 2004  
Effective: April 19, 2004

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EXHIBIT A TO ORDINANCE NO. 1005 -2003 BUDGET and AMENDMENTS

		Ord No. 974	Ord. No. 987	Ord. No. 997	Ord. No. 1005	
FUND	FUND	2003	May 2003	Sept 2003	Dec 2003	Increase or
#	NAME	ADOPTED	BUDGET	BUDGET	BUDGET	(Decrease)
		BUDGET	AMENDMENTS	AMENDMENTS	AMENDMENTS	
001	General Fund	2,476,665	2,499,526	2,626,948	2,688,816	61,868
002	Petty Cash/Change	450	450	450	450	0
003	Travel	1,000	1,000	1,000	1,000	0
101	Park	143,245	137,855	138,655	146,009	7,354
102	Library	20,680	20,755	20,755	20,680	(75)
104	Street	967,853	947,133	962,903	971,529	8,626
107	Hotel/Motel	55,160	55,202	55,202	55,916	714
108	Criminal Justice	5,886	7,739	7,739	7,652	(87)
224	94 PWTF Loans-Industrial Park	142,523	142,363	142,363	142,363	0
225	CLID #94-01/94-02	491,950	484,780	487,180	484,258	(2,922)
226	CERB Loan-Water	104,475	104,497	104,497	93,862	(10,635)
227	CERB Loan-Sewer	199,480	157,540	157,540	130,036	(27,504)
300	Park Acqs'tn/Impvmt	142,940	152,900	152,900	152,999	99
301	CPR: General	451,850	479,492	483,276	519,415	36,139
302	CPR: Utilities	682,801	740,948	792,754	826,958	34,204
303	Fire Dept. Reserve	37,256	37,256	37,256	37,291	35
305	Downtown Revitalization	29,950	32,689	28,135	28,188	53
309	Horseshoe Lake Project	0	CLOSED	CLOSED	CLOSED	Closed
310	Davidson Avenue Reconst	1,110,000	1,094,608	1,182,075	1,193,823	11,748
312	P/W Shop Acquisition	95,923	118,152	118,152	118,535	383
315	Bozarth Ave. Street Imprvmts	66,044	66,044	66,044	66,052	8
316	SR503 Improvements	58,075	58,038	58,038	58,057	19
318	Dunham Avenue Reconst	0	0	50,000	50,212	212
320	TIB Sidewalk Project	0	0	5,000	1,000	(4,000)
401	Water	765,477	780,104	791,704	871,386	79,682
402	Sewer	1,197,200	1,460,798	1,465,358	1,538,495	73,137
403	Garbage Collection	496,364	496,061	496,061	506,701	10,640
406	Sewer Plan/Improvements	223,322	384,486	384,486	695,417	310,931
409	Bond Reserve Fund	23,180	23,166	23,166	23,122	(44)
412	Utility Deposits	27,690	14,060	14,060	16,137	2,077
631	Municipal Court Suspense	0	0	0	0	0
641	Cash Bond Trust Fund	0	0	0	0	0
	<b>Total</b>	<b>10,017,439</b>	<b>10,497,642</b>	<b>10,853,697</b>	<b>11,446,359</b>	<b>592,662</b>

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NOTE: Fund 309 was closed in October, 2002.

**2003 BUDGET AMENDMENTS**  
**Summary to Ordinance No. 1005 - Page 1 of 3**

Fund Name	Fund Number	Decrease	Increase
BFB = Beginning Fund Balance; EFB = Ending Fund Balance C/O = Capital Outlay; R&M - Repairs/Maintenance <i>*The following is a summary only and does include every line item that was adjusted.</i>			
<b>General Fund</b>	<b>001</b>		
<b>REVENUE:</b> <b>Increase:</b> Property Taxes \$10,155; Sales tax \$12,867; Natural Gas tax \$2,870 Building permits/Life Safety/Plan Review \$30,005; PUD Privilege tax \$10,248; Liquor taxes \$5,295; Court fines \$14,000; Investment Interest 1,906; AWC Technology grant \$2,500; Forfeited property \$2,478;  <b>Decrease:</b> Brokered Natural Gas tax \$6,075; Telephone Tax \$4,259; Cable Franchise fees \$1,900; Clark District 2 FF Contract \$11,825 pending 2004 receipt; Facilities Rental \$1,400; Miscellaneous \$2,507 Court theft/short;			
<b>Expenditures by Department:</b> <b>Increase / (Decrease):</b> <b>Legislative - (\$3,457); Judicial - (\$16,490)</b> Salaries; Witness fees; Course for indigent, supplies. <b>Executive - (\$1,156)</b> supplies, travel, training, R&M; <b>Finance/Admin - (10,996)</b> Salaries & benefits, Audit, Communications, Financial Services, Prof Services, Training <b>Legal - (4,108)</b> Legal services; <b>Personnel - (3,407)</b> Benefits, Advertising & Civil Service Training/Travel-Civil Service, Miscellaneous <b>General Facilities - \$6,496</b> Prof Services, Supplies, Utilities, Janitorial Services, R&M <b>Planning - (\$3,752)</b> Comp Plan/ Code Revisions Salaries, Benefits, Zoning Administration, Planning Assistance, Critical Areas; <b>Building - (\$9,229)</b> Salaries, benefits, Building inspection, Travel, Advertising, Insurance Utilities; <b>General Government - (\$701)</b> Cowlitz EMS Council, LCCAC <b>Police - \$13,151</b> Care & Custody Prisoners; <b>Code Enfmt - (\$3,277)</b> Benefits, R&M; <b>Fire - (\$718)</b> overall line item adjustments <b>Capital Outlay \$6,434</b> C/T \$1,899, General City Hall \$2,032, Police \$1,000, Fire \$84, Code Enf \$84, Planning \$193, Building \$193 <b>Operating Transfers -\$6,434;</b> <b>Ending Fund Balance \$87,677</b>			
<b>Petty Cash/Change</b>	<b>002</b>		
<b>Park</b> <b>Revenue Increase:</b> Property Taxes \$5,821; Rentals: Community Center \$273, Rentals: HS Lal Shelter Area \$260; Key Deposits \$1,000 <b>Exp'd Increase:</b> R&M Buildings & equipment and EFE			
<b>Library</b> <b>Revenue Decrease:</b> Investment Interest \$75 <b>Exp'd Decrease:</b> EFB \$75			
<b>Street</b> <b>Revenue Increase:</b> Property Taxes \$11,800; Street & Curb Permits \$620; Contribution from Sale Tax \$3,217 <b>Revenue Decrease:</b> Fuel Taxes \$942; Investment Interest \$5,752, Miscellaneous \$31 <b>Exp'd Increase:</b> Salaries, Prof Services, Insurance, Interfund loan to 310 Davidson, EF  <b>Exp'd Decrease:</b> R&M Projects & Equipment, Street lighting, Street cleaning, C/O Land Right ways, Capital Outlay Equipment & Improvements			
<b>Hotel/Motel</b> <b>Revenue Increase:</b> Hotel/Motel Tax \$76 <b>Revenue Decrease:</b> Investment Interest \$47			
<b>Criminal Justice</b> <b>Exp'd Decrease:</b> EFB			

**2003 BUDGET AMENDMENTS**  
**Summary to Ordinance No. 1005 - Page 2 of 3**

Fund Name	Fund Number	Decrease	Increase
<b>PWTF '94 Loans-Ind Park</b>	<b>224</b>		
<b>CLID #94-01/94-02</b> Revenue Increase: CLID Principal \$1,636 Revenue Decrease: Investment Interest \$630, CLID Penalties \$1,624, CLID Interest \$2,30 Exp'd Decrease: EFB \$2,486, Other Debt Service Costs \$436	<b>225</b>	2,922	
<b>CERB Loan-Water</b> Decrease to Revenue: System Development Charges \$10,144, Investment Interest \$46 Decrease to Expd: EFB	<b>226</b>	10,635	
<b>CERB Loan-Sewer</b> Decrease to Revenue: System Development Charges \$27,127, Investment Interest \$37 Decrease to Expd: EFB	<b>227</b>	27,504	
<b>Park Acq'n/Improvmnt</b> Decrease: Investment Interest	<b>300</b>		99
<b>Capital Project Reserve: General</b> Revenue Increase: Real Estate Excise Tax \$34,891; Cont'b'n from 001 Sales Tax \$3,211 Real Estate Excise Tax Interest \$2 Revenue Decrease: Investment Interest \$1,971 Decrease to Expd: EFB	<b>301</b>		36,139
<b>Capital Project Reserve: Utilities</b> Revenue Increase: Investment Interest \$2,904; Sewer Assessments \$18,000 Water Assessments \$13,300	<b>302</b>		34,204
<b>Fire Reserve</b> Revenue Increase: Investment Interest	<b>303</b>		35
<b>Downtown Revitalization</b> Revenue Increase: Investment Interest	<b>305</b>		53
<b>Davidson Avenue Reconst</b> Revenue Decrease: TIB Grant \$21,312 Revenue Increase: Interfund Loan \$33,000, Investment Interest \$6	<b>310</b>		11,748
<b>P/W Shop Acquisition</b> Increase: Investment Interest	<b>312</b>		383
<b>Bozarth Ave Street Proj</b> Increase: Investment Interest	<b>315</b>		8
<b>SR503 Improvements</b>	<b>316</b>		19
<b>Dunham Avenue Reconstruction</b> Increase: Investment Interest	<b>318</b>		212
<b>TIB Sidewalk Project</b> Revenue Decrease: TIB Grant \$5,000 Revenue Increase: Interfund Loan \$1,000 Exp'd Increase: EFB	<b>320</b>	4,000	

**2003 BUDGET AMENDMENTS**  
**Summary to Ordinance No. 1005 - Page 3 of 3**

Fund Name	Fund Number	Decrease	Increase
<b>Water</b> <b>Revenue Increase:</b> Water Sales \$72,412, Tax \$3,607, Installation Sales \$362, Investme Miscellaneous \$491, Deposits \$3,050 <b>Revenue Decrease:</b> Investment Interest \$240 <b>Exp'd Increase:</b> Insurance, Utilities, R&M Equipment, State Tax on Water sales Installation Deposit Refunds, EFB <b>Exp'd Decrease:</b> Benefits, Operating Supplies WTP, Prof Services, Travel, C/O Lan Right of Ways, C/O Hydrants, C/O Equipment: Water, Water Line Construction	<b>401</b>		79,682
<b>Sewer</b> <b>Revenue Increase:</b> Sewage Treatment \$65,385, Tax \$1,447, Utility Interest/Penalty \$4,39 Investment Interest \$1,481, Miscellaneous \$432 <b>Exp'd Increase:</b> Communications, State Tax on Sewer, EFI <b>Exp'd Decrease:</b> Salaries, Benefits, Operating Supplies, InsuranceR&M Projects & STF DOE SRF Loan Interest, C/O Land Right of Ways, C/O Equipment	<b>402</b>		73,137
<b>Garbage Collection</b> <b>Revenue Increase:</b> Garbage Collection \$8,217, Recycling \$3,00 <b>Revenue Decrease:</b> Investment Interest \$322, State Tax \$25 <b>Exp'd Increase:</b> Garbage Contract and State Taxes, EFI	<b>403</b>		10,640
<b>Sewer Improvements</b> <b>Revenue Decrease:</b> DOE Centennial Grant \$239,700 <b>Revenue Increase:</b> DOE SRF, Investment Interest, Return of Excess PWTF <b>Exp'd Increase:</b> Engineering, EFB <b>Exp'd Decrease:</b> C/O Vehicle	<b>406</b>		310,931
<b>Bond Reserve Fund</b> <b>Revenue Decrease:</b> Investment Interes	<b>409</b>	44	
<b>Utility Deposits</b> <b>Revenue Increase:</b> Utility Deposits <b>Exp'd Increase:</b> Deposit Refunds, Interest Allocation to 401/402, EFI	<b>412</b>		2,077
Sub-Total		45,267	637,929
<b>GRAND TOTAL BUDGET AMENDMENTS</b>			<b>592,662</b>