



4th Quarter 2015

Department Reports

Presented by Mari Ripp, Clerk-Treasurer

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2015 Annual Report

**Presented to the City Council
on June 6, 2016**

ANNUAL REPORT CERTIFICATION

City of Woodland, Washington

MCAG No. 0271

Submitted pursuant to RCW 43.09.230 to the Washington State Auditor's Office

For the Fiscal Year Ended December 31, 2015

GOVERNMENT INFORMATION:

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Audit Contact or Preparer Name and Title Mari Ripp, Clerk-Treasurer

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Contact E-mail Address rippm@ci.woodland.wa.us

I certify this 27th day of May, 2016, that annual report information is complete, accurate and in conformity with the Budgeting, Accounting and Reporting Systems Manual, to the best of my knowledge and belief, having reviewed this information and taken all appropriate steps in order to provide such certification. I acknowledge and understand our responsibility for the design and implementation of controls to ensure accurate financial reporting, comply with applicable laws and safeguard public resources, including controls to prevent and detect fraud. Finally, I acknowledge and understand our responsibility for immediately submitting corrected annual report information if any errors or an omission in such information is subsequently identified.

Audit Contact or Preparer Signature: *Mari E. Ripp*

2015 CITY OF WOODLAND

NOTES TO FINANCIAL STATEMENTS

January 1, 2015 through December 31, 2015

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Woodland was incorporated on March 26, 1906 and operates under the laws of the State of Washington applicable to optional code cities (Title 35A RCW). The City is a general purpose local government and provides major types of services such as: public safety, street improvements, parks, and general administrative services. In addition, the City operates a sewer and water system; and contracts for fire protection services and garbage service.

The City reports financial activity in accordance with the *Cash Basis Budgeting, Accounting and Reporting System* (BARS) Manual prescribed by the State Auditor's Office under the authority of Washington State law, Chapter 43.09 RCW. This manual prescribes a financial reporting framework that differs from generally accepted accounting principles (GAAP) in the following manner:

- Financial transactions are recognized on a cash basis of accounting as described below.
- Component units are required to be disclosed, but are not included in the financial statements.
- Government-wide statements, as defined in GAAP, are not presented.
- All funds are presented, rather than a focus on major funds.
- The *Schedule of Liabilities* is required to be presented with the financial statements as supplementary information.
- Supplementary information required by GAAP is not presented.
- Ending balances are not presented using the classifications defined in GAAP.

A. Fund Accounting

Financial transactions of the government are reported in individual funds. Each fund uses a separate set of self-balancing accounts that comprises its cash and investments, revenues and expenditures. The government's resources are allocated to and accounted for in individual funds depending on their intended purpose. Each fund is reported as a separate column in the financial statements. The following are the fund types used by the City:

GOVERNMENTAL FUND TYPES:

General (Current Expense) Fund

This fund is the primary operating fund of the government. It accounts for all financial resources except those required or elected to be accounted for in another fund.

Special Revenue Funds

These funds account for specific revenue sources that are restricted or committed to expenditures for specified purposes of the City.

Debt Service Funds

These funds account for the financial resources that are restricted, committed, or assigned to expenditures for principal, interest and related costs on general long-term debt.

Capital Projects Funds

These funds account for financial resources which are restricted, committed, or assigned for the acquisition or construction of capital facilities or other capital assets.

PROPRIETARY FUND TYPES:

Enterprise Funds

These funds account for operations that provide goods and services to the general public and are supported primarily through user charges.

FIDUCIARY FUND TYPES:

Fiduciary funds account for assets held by the City in a trustee capacity or as an agent on behalf of others.

Agency Funds

These funds are used to account assets that the City of Woodland holds for other in agency capacity.

B. Basis of Accounting and Measurement Focus

Financial statements are prepared using the cash basis of accounting and measurement focus. Revenues are recognized when cash is received and expenditures are recognized when paid.

In accordance with state law the City also recognizes expenditures paid during twenty days after the close of the fiscal year for claims incurred during the previous period.

C. Budgets

The City adopts annual appropriated budgets for all its funds. These budgets are appropriated at the fund level. It constitutes the legal authority for expenditures at that level. Annual appropriations for these funds lapse at the fiscal year end.

Annual appropriated budgets are adopted on the same basis of accounting as used for financial reporting.

The appropriated and actual expenditures for the legally adopted budgets were as follows:

FUND	DESCRIPTION	2015 Final Appropriated Amounts	2015 Actual Expenditures	Variance
001	Current Expense	5,329,163	4,930,321	398,842
101	Park	188,216	158,769	29,447
104	Street	1,059,709	807,203	252,506
105	Document Recording Fee	13,247	10,000	3,247
107	Hotel/Motel Tax	94,398	50,045	44,353
224	94 P WTF Loans	4,842	4,871	-29
225	CLID #94-01/94-02	13,742	0	13,742
228	LTGO 2012	235,423	213,357	22,066
229	LTGO 2013	132,060	132,439	-379
300	Park Acquisition/Impvmt	0	0	0
301	CP Reserve: General	1,512,824	376,814	1,136,010
303	Fire Dept Reserve	9,615	7,407	2,208
304	Equipment Acq'n Reserve	30,799	0	30,799
312	Public Works Shop	1,124	1,124	0
319	Public Safety Bond	1,205,638	107,504	1,098,134
320	Sidewalk Project	291,147	282,354	8,793
323	Schurman & Guild Rd Project	77	77	0
324	Scott Ave Reconnection	1,016,534	576,005	440,529
325	SR503/Scott Ave Intersection	2,308,393	1,955,320	353,073
326	South Woodland SRTS	346,798	340,574	6,224
351	Impact Fees-Fire	131,304	59,873	71,431
352	Impact Fees-Park	79,684	0	79,684
353	Impact Fees-Transportation	43,057	0	43,057
401	Water	1,432,985	1,162,905	270,080
402	Sewer	2,462,822	1,655,909	806,913
403	Garbage	761,994	761,261	733
408	Water Pumping Treatment	202,475	202,590	-115
411	Westside Sewer Project	269,872	269,872	0
421	Utility Reserve-Water	199,564	191,150	8,414
422	Utility Reserve-Sewer	496,239	135,000	361,239
426	CERB Loan-Water	40,150	39,827	323
427	CERB Loan-Sewer	61,122	61,121	1
640	Utility Deposits	119,049	44,822	74,227
650	Impact Fees-School	35,500	30,250	5,250
	TOTAL	20,132,716	14,568,764	5,563,952

Budgeted amounts are authorized to be transferred between departments within any fund/object classes within departments; however, any revisions that alter the total expenditures of a fund, or that affect the number of authorized employee positions, salary ranges, hours, or other conditions of employment must be approved by the City's legislative body.

D. Cash and Investments

(See Note #2), *Deposits and Investments*

E. Capital Assets

Capital assets are assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of a varied amount of years. The capital assets of the City are recorded as expenditures when purchased.

F. Compensated Absences

Unless otherwise approved by the Mayor, a maximum of one (1) year accrued vacation (the maximum varies by bargaining unit) plus the unused vacation accrual of the current anniversary year may be carried over. However, at the end of any anniversary year, any annual leave balance above the unused vacation accrual of the current anniversary plus a maximum of one (1) year will lapse; that is, an employee at the beginning of any anniversary year shall have no more than two (2) years accrued vacation. It is payable at the current rate of pay upon resignation, retirement or death.

Sick leave is accrued up to 1,600 hours. Sick leave can be used for paid time off for the illness of the employee or a dependent, hospitalization, or outpatient medical care, medical quarantine, personal dental care, or death of a member of the employee's immediate family. Upon resignation, termination, retirement or death, an employee (or a deceased employee's beneficiary) shall receive payment equal to twenty-five percent (25%) of such employee's then accrued and unused sick leave hours at the employee's last hourly rate of pay; provided, however, that under no circumstances may an employee's payment for accumulated sick leave and vacation leave when combined exceed two hundred forty (240) hours.

Compensatory time is earned by union employees with a maximum accrual of 48 hours. It shall be taken within a reasonable amount of time, but no more than twelve months after it is earned, unless the Department Head or Mayor determines that such would be unduly disruptive to the City's operations. In the event of separation of an employee, any accumulated compensatory time shall be paid at the employee's current rate of pay.

Outstanding balances for Compensated Absences that would be due upon separation of service are included on Schedule 9 – Schedule of Liabilities. The BARS codes for redemption of these costs vary depending on the department or departments the employee has been assigned to work in and could be allocated to several at the time of payment.

G. Long Term Debt

See Note #5, *Debt Service Requirements*.

H. Other Financing Sources or Uses

The City's *Other Financing Sources or Uses* consist of capital leases.

I. Risk Management

The City of Woodland is a member of the Cities Insurance Association of Washington (CIAW). Chapter 48.62 RCW authorizes the governing body of any one or more governmental entities to form together into or join a program or organization for the joint purchasing of insurance, and/or joint self-insuring, and/or joint hiring or contracting for risk management services to the same extent that they may individually purchase insurance, self-insure, or hire or contract for risk management services. An agreement to form a pooling arrangement was made pursuant to the provisions of Chapter 39.34 RCW, the Interlocal Cooperation Act. The program was formed on September 1, 1988, when 34 cities in the state of Washington joined together by signing an Interlocal Governmental Agreement to pool their self-insured losses and jointly purchase insurance and administrative services. As of December 1, 2015, there are 210 members in the program.

The program provides the following forms of joint self-insurance and reinsurance coverage for its members: Property, including Automobile Comprehensive, and Collision, Equipment Breakdown, and Crime Protection; and Liability, including General, Automobile, and Wrongful Acts, which are included to fit members' various needs.

The program acquires liability insurance through their Administrator, Canfield that is subject to a per-occurrence self-insured retention of \$100,000, with the exception of Wrongful Acts and Law Enforcement Liability which have a self-insured retention of \$25,000. The standard member deductible is \$1,000 for each claim (deductible may vary per member), while the program is responsible for the \$100,000 self-insured retention. Insurance carriers cover insured losses over \$101,000 to the limits of each policy. Since the program is a cooperative program, there is a joint liability among the participating members towards the sharing of the \$100,000 of the self-insured retention. The program also purchases a Stop Loss Policy, with an attachment point of \$2,140,107.

Property insurance is subject to a per-occurrence self-insured retention of

\$25,000. Members are responsible for a \$1,000 deductible for each claim. The program bears the \$25,000 self-insured retention, in addition to the deductible.

Equipment Breakdown insurance is subject to a per-occurrence deductible of \$2,500, which may vary per member with the exception of Pumps & Motors which is \$10,000. Members are responsible for the deductible amount of each claim. There is no program self-insured retention on this coverage, with the exception of Pumps & Motors which is \$15,000 and is covered by the CIAW.

Members contract to remain in the program for a minimum of one year, and must give notice before August 31 terminating participation the following September 1. The Interlocal Agreement is renewed automatically each year. In the event of termination, a member is still responsible for contributions to the program for any unresolved, unreported, and in-process claims for the period they were a signatory to the Interlocal Agreement.

A board of ten members is selected by the membership from three geographic areas of the state on a staggered term basis and is responsible for conducting the business affairs of the program.

The program has no employees. Claims are filed by members/brokers with Canfield, who has been contracted to perform program administration, claims adjustment, administration, and loss prevention for the program. Fees paid to the third party administrator under this arrangement for the year ending December 1, 2015, were \$627,702.49.

J. Reserved Portion of Ending Cash and Investments

Beginning and Ending Cash and Investments is reported as reserved when it is subject to restrictions on use imposed by external parties or due to internal commitments established by laws of the City. When expenditures that meet restrictions are incurred, the City intends to use reserved resources first before using unreserved amounts. Reservations of Ending Cash and Investments consist of:

Fund 105 Document Recording Fee - The main source of revenue is Recording Surcharge/Affordable Housing. Expenditures are restricted to those that qualify per RCW 36.22.178 for eligible housing activities that serve very low-income households with incomes at or below 50 percent of the area median income. The Ending Fund Balance of \$3,252 is reserved.

Fund 107 Hotel/Motel Tax Fund – Chapter 67.28 RCW restricts use of Hotel/Motel tax revenues. The Ending Fund Balance of \$51,858 is reserved.

Fund 228-2012 Long Term General Obligation Debt – revenues and expenditures are committed by the issuer of this LTGO debt as authorized in 2012. The Ending Fund Balance of \$34,093 is reserved.

Fund 301-Capital Project Reserve General – revenues and expenditures are considered committed by the city council. This includes REET 1 & 2, Gambling tax (Commercial Card room) and a percentage of sales tax. The Ending Fund Balance of \$1,107,120 is reserved.

Fund 303 Fire Department Reserve – revenues and expenditures are committed for fire capital purposes pursuant to Ordinance No. 692. The ending fund balance of \$2,197 is reserved. This fund is rolled into the General Fund 001 for reporting.

Fund 304 Vehicle/Equipment Acquisition Reserve – revenues and expenditures are committed for General Fund vehicle and equipment acquisition/improvement pursuant to Ordinance No. 1033. The Ending Fund Balance of \$31,302 is reserved. This fund is rolled into the General Fund 001 for reporting.

Fund 319 Public Safety Bond Fund – revenues and expenditures are committed because there are LTGO 2013 Bond proceeds to complete the construction of a new Fire Station and for other General Capital construction. The Ending Fund Balance is reserved \$1,094,360.

Fund 325 SR503/ Scott Avenue Intersection - revenues and expenditures are restricted for this construction project with revenues from federal and state sources. The Ending Fund Balance of \$9,210 is reserved.

Fund 351 Impact Fees: Fire - revenues and expenditures are restricted for Fire purposes only in compliance with the Growth Management Act Chapter 36.70A.070 RCW. The Ending Fund Balance of \$53,617 is reserved.

Fund 352 Impact Fees: Park - revenues and expenditures are restricted for park purposes only in compliance with the Growth Management Act Chapter 36.70A.070 RCW. The Ending Fund Balance of \$77,446 is reserved.

Fund 353 Impact Fees: Transportation- revenues and expenditures are restricted for park purposes only in compliance with the Growth Management Act Chapter 36.70A.070 RCW. The Ending Fund Balance of \$43,681 is reserved.

Fund 640 Water Utility Deposits- revenues and expenditures are committed and held for customers per Woodland Municipal Code 13.04.180-200. The Ending Fund Balance of \$76,748 is reserved.

NOTE 2 – DEPOSITS AND INVESTMENTS

It is the City’s policy to invest all temporary cash surpluses. The interest on these investments is prorated to the various funds.

All deposits and certificates of deposit are covered by the Federal Deposit Insurance Corporation and/or the Washington Public Deposit Protection Commission. The City’s investments are insured, registered or held by the City or its agent in the City’s name.

The investments are presented at cost. Investments by type at December 31, 2015 are as follows:

<u>Type of Investment</u>	<u>12/31/2015 Balance</u>
L.G.I.P.	\$ 10,356.65
U.S. Bank	<u>4,609,975.98</u>
Total	<u>\$4,620,332.63</u>

NOTE 3 - PROPERTY TAXES

The county treasurer acts as an agent to collect property taxes levied in the county for all taxing authorities. Collections are distributed at the end of each month.

Property tax revenues are recognized when cash is received by the City. Delinquent taxes are considered fully collectible because a lien affixes to the property when taxes are levied.

The City's regular levy for 2015 was \$2.117593 per \$1,000 on an assessed valuation of 620,729,032 in Cowlitz County, and 7,346,216 in Clark County, for a combined total of 628,075,248 for a regular total levy of \$1,330,008.

NOTE 4 - INTERFUND LOANS AND ADVANCES

The following table displays interfund loan activity during 2015:

Ord #	Borrowing Fund	Lending Fund	Balance 1/1/2015	New Loans	Repayments	Balance 12/31/2015
1279	426	401	34,200			34,200
1248	426	421	18,543		5,667	12,876
1275	427	422	30,093		19,231	10,862
1328	427	422	0	42,000		42,000
1342	320	104	0	86,525	86,525	0
1347	325	301	0	81,300	38,440	42,860
1349	426	421	0	34,150		34,150
1351	325	301	0	84,800		84,800
1353	320	104	0	7,600	0	7,600
1348	326	301	0	65,000	65,000	0
	TOTALS		82,836	401,375	214,863	269,348

NOTE 5 – DEBT SERVICE REQUIREMENTS

The accompanying Schedule of Liabilities (09) provides more details of the outstanding debt and liabilities of the City and summarizes the City's debt transactions for the year ended December 31, 2015. The debt service requirements for general obligation bonds, revenue bonds are as follows:

Debt Service			
Year	Principal	Interest	Total
2016	536,637	190,947	727,585
2017	672,811	183,706	856,517
2018	353,898	173,414	527,313
2019	355,108	170,053	525,161
2020	477,862	166,673	644,535
2021-2025	1,524,082	341,329	1,865,411
2026-2030	1,175,405.85	597,057	1,772,462
2031-2035	1,160,162	406,477	1,566,639
2036-2040	1,340,000	204,050	1,544,050
			0
TOTALS	7,595,967	2,433,706	10,029,673

NOTE 6 - PENSION PLANS

State Sponsored Pension Plans

Substantially all City of Woodland’s full-time and qualifying part-time employees participate in the following statewide retirement systems administered by the Washington State Department of Retirement Systems (DRS), under cost-sharing, multiple-employer public employee defined benefit and defined contribution retirement plans.

The State Legislature establishes, and amends, laws pertaining to the creation and administration of all public retirement systems.

The Department of Retirement Systems, a department within the primary government of the State of Washington, issues a publicly available comprehensive annual financial report (CAFR) that includes financial statements and required supplementary information for each plan. The DRS CAFR may be obtained by writing to:

Department of Retirement Systems
 Communications Unit
 P.O. Box 48380
 Olympia, WA 98540-8380

Also, the DRS CAFR may be downloaded from the DRS website at www.drs.wa.gov .

At June 30, 201X (the measurement date of the plans), the City’ proportionate share of the collective net pension liabilities, as reported on the Schedule 09, was as follows:

	Allocation %	Liability (Asset)
PERS 1 UAAL	0.012121%	\$634,041
PERS 2 and 3	0.015655%	\$559,362
LEOFF 1	0.002975%	(\$35,858)
LEOFF 2	0.024851%	(\$255,419)

LEOFF Plan 1

The City also participates in LEOFF Plan 1. The LEOFF Plan 1 is fully funded and no further employer contributions have been required since June 2000. If the plan becomes underfunded, funding of the remaining liability will require new legislation. Starting on July 1, 2000, employers and employees contribute zero percent.

LEOFF Plan 2

The City also participates in the LEOFF Plan 2. The Legislature, by means of a special funding arrangement, appropriates money from the state general fund to supplement the current service liability and fund the prior service costs of Plan 2 in accordance with the recommendations of the Pension Funding Council and the LEOFF Plan 2 Retirement Board. This special funding situation is not mandated by the state constitution and could be changed by statute.

NOTE 7 – OTHER DISCLOSURES

A. OPEB / LEOFF 1

The City has a commitment to pay for post-employment benefits for employees that belong to the LEOFF 1 retirement system. These benefits include medical, vision, nursing care, etc. The city has one (1) LEOFF 1 retiree and \$19,820 was paid out for those benefits during the year.

B. HEALTH & WELFARE

The City is a member of the Association of Washington Cities Employee Benefit Trust Health Care Program (AWC Trust HCP). Chapter 48.62 RCW provides that two or more local government entities may, by Interlocal agreement under Chapter 39.34 RCW, form together or join a pool or organization for the joint

purchasing of insurance, and/or joint self-insurance, to the same extent that they may individually purchase insurance, or self-insure.

An agreement to form a pooling arrangement was made pursuant to the provisions of Chapter 39.34 RCW, the Interlocal Cooperation Act. The AWC Trust HCP was formed on January 1, 2014 when participating cities, towns, and non-city entities of the AWC Employee Benefit Trust in the State of Washington joined together by signing an Interlocal Governmental Agreement to jointly self-insure certain health benefit plans and programs for participating employees, their covered dependents and other beneficiaries through a designated account within the Trust.

As of December 31, 2015, 261 cities/towns/non-city entities participate in the AWC Trust HCP.

The AWC Trust HCP allows members to establish a program of joint insurance and provides health and welfare services to all participating members. The AWC Trust HCP pools claims without regard to individual member experience. The pool is actuarially rated each year with the assumption of projected claims run-out for all current members. The AWC Trust HCP includes medical insurance through Group Health, Regence BlueShield and Asuris Northwest Health, dental insurance through Delta Dental of Washington, and vision insurance through Vision Service Plan. Eligible members are cities and towns within the state of Washington. Non-City Entities (public agency, public corporation, intergovernmental agency, or political subdivision within the state of Washington) are eligible to apply for coverage into the AWC Trust HCP, submitting application to the Board of Trustees for review as required in the Trust Agreement.

Participating employers pay monthly premiums to the AWC Trust HCP. The AWC Trust HCP is responsible for payment of all covered claims. The AWC Trust HCP purchases stop loss insurance for Regence/Asuris plans at an Individual Stop Loss (ISL) of \$1.5 million through Life Map, and Group Health ISL at \$750,000 through Sun Life. The aggregate policy is for 200% of expected medical claims.

Participating employers contract to remain in the AWC HCP for a minimum of three years. Participating employers with over 250 employees must provide written notice of termination of all coverage a minimum of 12 months in advance of the termination date, and participating employers with under 250 employees must provide written notice of termination of all coverage a minimum of 6 months in advance of termination date. When all coverage is being terminated, termination will only occur on December 31. Participating employers terminating a group or line of coverage must notify the HCP a minimum of 60 days prior to termination. A participating employer's termination

will not obligate that member to past debts, or further contributions to the HCP. Similarly, the terminating member forfeits all rights and interest to the HCP Account.

The operations of the Health Care Program are managed by the Board of Trustees or its delegates. The Board of Trustees is comprised of four regionally elected officials from Trust member cities or towns, the Employee Benefit Advisory Committee Chair and Vice Chair, and the AWC Board of Directors President and Vice President. The Trustees or its appointed delegates review and analyze Health Care Program related matters and make operational decisions regarding premium contributions, reserves, plan options and benefits in compliance with Chapter 48.62 RCW. The Board of Trustees has decision authority consistent with the Trust Agreement, Health Care Program policies, Chapter 48.62 RCW and Chapter 200-110-WAC.

The accounting records of the Trust HCP are maintained in accordance with methods prescribed by the State Auditor's office under the authority of Chapter 43.09 RCW. The Trust HCP also follows applicable accounting standards established by the Governmental Accounting Standards Board ("GASB"). Year-end financial reporting is done on an accrual basis and submitted to the Office of the State Auditor as required by Chapter 200-110 WAC. The audit report for the AWC Trust HCP is available from the Washington State Auditor's office.

C. FIRE CONTRACT FOR SERVICES

The City of Woodland entered into a contract with Clark County Fire Rescue on March 1, 2013 for a six year period ending on December 31, 2018. The contract was entered into for the purpose of providing for the economical and efficient provision of fire prevention, fire suppression and emergency medical services, within the jurisdictional boundaries of the City while maximizing the use of facilities, resources, apparatus, personnel and equipment and operated by both parties. The parties are also continuing to explore the formation of a Regional Fire Authority. The complete details can be found in the contract.

D. CONSTRUCTION COMMITMENT

The city has active construction projects as of December 31, 2015. The projects include: Fire Station Project (#319), Sidewalk Project (#320), Scott Avenue Reconnection Project (#324).

At year-end the city's commitments with contractors are as follows:

Project (Fund/Name)	Spent to Date 12/31/2015	Remaining Commitment
319 Fire Station Project	\$31,785	\$168,215
320 Sidewalk Project	\$195,807	\$8,185
324 Scott Avenue Reconnection Project	\$358,289	\$386,814

Of the committed balance of \$563,214 the city will be required to raise \$0 in future financing. All projects have committed funds to complete and finance in the 2016 budget cycle. No additional financing is needed.

City of Woodland
Schedule of Expenditures of Federal Awards
For the Year Ended December 31, 2015

Federal Agency (Pass-Through Agency)	Federal Program	CFDA Number	Other Award Number	Expenditures			Passed through to Subrecipients	Note
				From Pass- Through Awards	From Direct Awards	Total		
Forest Service, Department Of Agriculture (via Washington Department of Natural Resources)	Cooperative Forestry Assistance	10.664	DNR Arbor Day	200	-	200	-	1,2
Office Of Community Planning And Development, Department Of Housing And Urban Development (via Clark County Department of Community Services/CDBG)	Community Development Block Grants/Entitlement Grants	14.218	2014-CDBG- 1405 Old Town Connections	178,568	-	178,568	-	1, 2
Violence Against Women Office, Department Of Justice (via City of Longview)	Violence Against Women Formula Grants	16.588	2014-WF- AX0053	3,243	-	3,243	-	1, 2
Bureau Of Justice Assistance, Department Of Justice	Bulletproof Vest Partnership Program	16.607	BVP 2015	-	1,358	1,358	-	1, 2
Highway Planning and Construction Cluster								
Federal Highway Administration (fhwa), Department Of Transportation (via Washington State Department of Transportation)	Highway Planning and Construction	20.205	STP-9906(039) Scott Avenue Reconnection	442,670	-	442,670	-	1, 2
Total Highway Planning and Construction Cluster:				442,670	-	442,670	-	
Highway Safety Cluster								
National Highway Traffic Safety Administration (nhtsa), Department Of Transportation (via Department of Transportation (via Washington Traffic Safety Commission))	National Priority Safety Programs	20.616	DUI/Impaired Driving/Seatbelt ; Distracted Driver	1,936	-	1,936	-	1,2
Total Highway Safety Cluster:				1,936	-	1,936	-	

The accompanying notes are an integral part of this schedule.

City of Woodland
Schedule of Expenditures of Federal Awards
For the Year Ended December 31, 2015

Federal Agency (Pass-Through Agency)	Federal Program	CFDA Number	Other Award Number	Expenditures			Passed through to Subrecipients	Note
				From Pass- Through Awards	From Direct Awards	Total		
Total Federal Awards Expended:				626,616	1,358	627,975	-	

The accompanying notes are an integral part of this schedule.

City of Woodland

**Notes to the Schedule of Expenditures of Federal Awards
For the Year Ended December 31, 2015**

Note 1 – Basis of Accounting

This schedule is prepared on the same basis of accounting as the city's financial statements. The city uses the cash basis of accounting.

Note 2 – Program Costs

The amounts shown as current year expenditures represent only the federal grant portion of the program costs. Entire program costs, including the city's portion, are more than shown. Such expenditures are recognized following, as applicable, either the cost principles in OMB Circular A-87, Cost Principles for State, Local, and Indian Tribal Governments, or the cost principles contained in Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

City of Woodland
SCHEDULE OF STATE FINANCIAL ASSISTANCE (unaudited)
For Fiscal Year ended December 31, 2015

Grantor	Program Title	Identificaton Number	Amount
State Grant from Traffic Safety Commission			
	RSO Address Verification	RSO 2015	4,292
			Sub-total: 4,292
State Grant from Transportation Improvement Board (TIB)			
	SR503 Scott Avenue Intersection Project	8-5-954(004)-1	1,441,755
	SR503 Scott Avenue Sidewalk Project	3-W-954(002)-1	249,315
			Sub-total: 1,691,070
State Grant from Department of Commerce			
	GMA Comp Plan Update	15-63200-028	9,000
			Sub-total: 9,000
			Grand total: 1,704,362

**City of Woodland
Schedule of Liabilities
For the Year Ended December 31, 2015**

ID. No.	Description	Due Date	Beginning Balance	Additions	Reductions	Ending Balance
General Obligations						
251.12	LTGO 2012/2005 Refi (Police Stn, land, truck)	12/1/2036	2,285,000	-	135,000	2,150,000
251.12	LTGO 2013 Addtl Police Stn, Other GO Capital	12/1/2040	1,945,000	-	45,000	1,900,000
263.81	Cowlitz County-Safe Routes to Schools (SRTS)	6/30/2016	200,000	-	200,000	-
Total General Obligations:			4,430,000	-	380,000	4,050,000
Revenue Obligations						
263.82	CERB Timber T93-028	1/1/2015	40,664	-	40,664	-
263.82	CERB C93-098 Water	7/1/2015	33,156	-	33,156	-
263.82	PWTF Water Filtration 97-791-015	7/1/2017	285,319	-	95,104	190,215
263.82	PWTF Sewer 99-791-040	7/1/2019	917,374	-	183,474	733,900
263.82	DOE SRF WWTP 2001 L0100009-01	8/1/2022	734,521	-	76,821	657,700
263.82	PWTF Westside Sewer Project (411/402)	6/1/2033	593,722	69,090	36,823	625,989
263.82	PWTF Ranney Well Project (408/401)	9/1/2033	958,648	-	53,258	905,390
259.12	Compensated Absences-Water		27,656	27,904	27,559	28,001
259.12	Compensated Absences-Sewer		27,656	27,904	27,559	28,001
259.12	Compensated Absences-Garbage		27,656	27,904	27,559	28,001
259.12	Compensated Absences-General		406,681	208,331	188,738	426,274
264.30	Net Pension Liability		-	1,193,403	-	1,193,403
Total Revenue Obligations:			4,053,053	1,554,536	790,715	4,816,874
Total Liabilities:			8,483,053	1,554,536	1,170,715	8,866,874

City of Woodland
Fund Resources and Uses Arising from Cash Transactions
For the Year Ended December 31, 2015

		<u>Total for All Funds (Memo Only)</u>	<u>001 Current Expense</u>	<u>105 Document Recording Fee</u>	<u>107 Hotel/Motel Tax</u>
Beginning Cash and Investments					
30810	Reserved	1,587,274	26,931	7,247	57,078
30880	Unreserved	3,094,677	1,344,803	-	-
388 & 588	Prior Period Adjustments, Net	-	-	-	-
Operating Revenues					
310	Taxes	4,527,985	4,236,267	-	44,510
320	Licenses and Permits	238,937	238,937	-	-
330	Intergovernmental Revenues	2,577,325	281,411	-	-
340	Charges for Goods and Services	3,930,564	59,191	6,000	-
350	Fines and Penalties	65,086	65,086	-	-
360	Miscellaneous Revenues	297,781	80,418	5	315
Total Operating Revenues:		<u>11,637,677</u>	<u>4,961,310</u>	<u>6,005</u>	<u>44,825</u>
Operating Expenditures					
510	General Government	1,289,608	1,257,824	-	-
520	Public Safety	2,643,860	2,643,860	-	-
530	Utilities	2,532,373	7,800	-	-
540	Transportation	410,972	410,972	-	-
550	Natural and Economic Environment	307,495	264,120	10,000	33,375
560	Social Services	3,651	3,651	-	-
570	Culture and Recreation	119,549	119,549	-	-
598	Miscellaneous Expenses	-	-	-	-
Total Operating Expenditures:		<u>7,307,508</u>	<u>4,707,776</u>	<u>10,000</u>	<u>33,375</u>
Net Operating Increase (Decrease):		4,330,169	253,534	(3,995)	11,450
Nonoperating Revenues					
370-380, 395 & 398	Other Financing Sources	714,243	437,472	-	-
391-393	Debt Proceeds	69,090	-	-	-
397	Transfers-In	1,192,118	467,992	-	-
Total Nonoperating Revenues:		<u>1,975,451</u>	<u>905,464</u>	<u>-</u>	<u>-</u>
Nonoperating Expenditures					
580, 596 & 599	Other Financing Uses	572,502	325,078	-	16,670
591-593	Debt Service	1,118,873	-	-	-
594-595	Capital Expenditures	3,276,485	142,125	-	-
597	Transfers-Out	1,192,118	263,439	-	-
Total Nonoperating Expenditures:		<u>6,159,978</u>	<u>730,642</u>	<u>-</u>	<u>16,670</u>
Net Increase (Decrease) in Cash and Investments:		145,642	428,356	(3,995)	(5,220)
Ending Cash and Investments					
5081000	Reserved	2,498,928	1,140,619	3,252	51,858
5088000	Unreserved	2,328,665	659,471	-	-
Total Ending Cash and Investments		4,827,593	1,800,090	3,252	51,858

The accompanying notes are an integral part of this statement.

City of Woodland
Fund Resources and Uses Arising from Cash Transactions
For the Year Ended December 31, 2015

		<u>228 LTGO 2012</u>	<u>229 LTGO 2013</u>	<u>319 Public Safety Fund</u>	<u>320 Sidewalk Project</u>
Beginning Cash and Investments					
30810	Reserved	-	-	1,194,603	-
30880	Unreserved	-	-	-	30,122
388 & 588	Prior Period Adjustments, Net	-	-	-	-
Operating Revenues					
310	Taxes	132,029	117,000	(1,821)	-
320	Licenses and Permits	-	-	-	-
330	Intergovernmental Revenues	-	-	-	153,199
340	Charges for Goods and Services	-	-	-	-
350	Fines and Penalties	-	-	-	-
360	Miscellaneous Revenues	413	93	9,082	-
Total Operating Revenues:		<u>132,441</u>	<u>117,093</u>	<u>7,261</u>	<u>153,199</u>
Operating Expenditures					
510	General Government	-	-	31,785	-
520	Public Safety	-	-	-	-
530	Utilities	-	-	-	-
540	Transportation	-	-	-	-
550	Natural and Economic Environment	-	-	-	-
560	Social Services	-	-	-	-
570	Culture and Recreation	-	-	-	-
598	Miscellaneous Expenses	-	-	-	-
Total Operating Expenditures:		<u>-</u>	<u>-</u>	<u>31,785</u>	<u>-</u>
Net Operating Increase (Decrease):		<u>132,441</u>	<u>117,093</u>	<u>(24,524)</u>	<u>153,199</u>
Nonoperating Revenues					
370-380, 395 & 398	Other Financing Sources	-	-	-	94,125
391-393	Debt Proceeds	-	-	-	-
397	Transfers-In	115,008	15,346	-	5,000
Total Nonoperating Revenues:		<u>115,008</u>	<u>15,346</u>	<u>-</u>	<u>99,125</u>
Nonoperating Expenditures					
580, 596 & 599	Other Financing Uses	-	-	1,125	86,547
591-593	Debt Service	213,357	132,439	-	-
594-595	Capital Expenditures	-	-	59,248	195,807
597	Transfers-Out	-	-	15,346	-
Total Nonoperating Expenditures:		<u>213,357</u>	<u>132,439</u>	<u>75,719</u>	<u>282,354</u>
Net Increase (Decrease) in Cash and Investments:		<u>34,092</u>	<u>0</u>	<u>(100,243)</u>	<u>(30,030)</u>
Ending Cash and Investments					
5081000	Reserved	34,093	1	1,094,360	-
5088000	Unreserved	-	-	-	91
Total Ending Cash and Investments		<u>34,093</u>	<u>1</u>	<u>1,094,360</u>	<u>91</u>

The accompanying notes are an integral part of this statement.

City of Woodland
Fund Resources and Uses Arising from Cash Transactions
For the Year Ended December 31, 2015

		<u>324 Scott Avenue Reconnection</u>	<u>325 SR 503/Scott Avenue</u>	<u>326 South Woodland SRTS</u>	<u>351 Impact Fees: Fire</u>
Beginning Cash and Investments					
30810	Reserved	115,834	9,210	-	70,134
30880	Unreserved	-	-	23,045	-
388 & 588	Prior Period Adjustments, Net	-	-	-	-
Operating Revenues					
310	Taxes	-	-	-	-
320	Licenses and Permits	-	-	-	-
330	Intergovernmental Revenues	442,670	1,450,730	249,315	-
340	Charges for Goods and Services	-	-	-	42,825
350	Fines and Penalties	-	-	-	-
360	Miscellaneous Revenues	698	580	151	531
Total Operating Revenues:		<u>443,368</u>	<u>1,451,309</u>	<u>249,466</u>	<u>43,356</u>
Operating Expenditures					
510	General Government	-	-	-	-
520	Public Safety	-	-	-	-
530	Utilities	-	-	-	-
540	Transportation	-	-	-	-
550	Natural and Economic Environment	-	-	-	-
560	Social Services	-	-	-	-
570	Culture and Recreation	-	-	-	-
598	Miscellaneous Expenses	-	-	-	-
Total Operating Expenditures:		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Operating Increase (Decrease):		<u>443,368</u>	<u>1,451,309</u>	<u>249,466</u>	<u>43,356</u>
Nonoperating Revenues					
370-380, 395 & 398	Other Financing Sources	-	84,800	65,000	-
391-393	Debt Proceeds	-	-	-	-
397	Transfers-In	16,804	410,000	23,000	-
Total Nonoperating Revenues:		<u>16,804</u>	<u>494,800</u>	<u>88,000</u>	<u>-</u>
Nonoperating Expenditures					
580, 596 & 599	Other Financing Uses	-	38,482	65,025	-
591-593	Debt Service	217,688	-	-	-
594-595	Capital Expenditures	358,317	1,916,838	275,549	-
597	Transfers-Out	-	-	-	59,873
Total Nonoperating Expenditures:		<u>576,005</u>	<u>1,955,320</u>	<u>340,574</u>	<u>59,873</u>
Net Increase (Decrease) in Cash and Investments:		<u>(115,833)</u>	<u>(9,211)</u>	<u>(3,108)</u>	<u>(16,517)</u>
Ending Cash and Investments					
5081000	Reserved	1	-	-	53,617
5088000	Unreserved	-	-	19,936	-
Total Ending Cash and Investments		<u>1</u>	<u>-</u>	<u>19,936</u>	<u>53,617</u>

The accompanying notes are an integral part of this statement.

City of Woodland
Fund Resources and Uses Arising from Cash Transactions
For the Year Ended December 31, 2015

		<u>352 Impact Fees: Park</u>	<u>353 Impact Fees: Transportation</u>	<u>401 Water</u>	<u>402 Sewer</u>
Beginning Cash and Investments					
30810	Reserved	73,479	32,757	-	-
30880	Unreserved	-	-	433,096	1,263,611
388 & 588	Prior Period Adjustments, Net	-	-	-	-
Operating Revenues					
310	Taxes	-	-	-	-
320	Licenses and Permits	-	-	-	-
330	Intergovernmental Revenues	-	-	-	-
340	Charges for Goods and Services	3,348	10,643	1,308,795	1,758,149
350	Fines and Penalties	-	-	-	-
360	Miscellaneous Revenues	619	281	83,484	120,989
Total Operating Revenues:		<u>3,967</u>	<u>10,924</u>	<u>1,392,279</u>	<u>1,879,138</u>
Operating Expenditures					
510	General Government	-	-	-	-
520	Public Safety	-	-	-	-
530	Utilities	-	-	813,406	1,083,626
540	Transportation	-	-	-	-
550	Natural and Economic Environment	-	-	-	-
560	Social Services	-	-	-	-
570	Culture and Recreation	-	-	-	-
598	Miscellaneous Expenses	-	-	-	-
Total Operating Expenditures:		<u>-</u>	<u>-</u>	<u>813,406</u>	<u>1,083,626</u>
Net Operating Increase (Decrease):		3,967	10,924	578,873	795,512
Nonoperating Revenues					
370-380, 395 & 398	Other Financing Sources	-	-	13,321	-
391-393	Debt Proceeds	-	-	-	69,090
397	Transfers-In	-	-	138,968	-
Total Nonoperating Revenues:		<u>-</u>	<u>-</u>	<u>152,289</u>	<u>69,090</u>
Nonoperating Expenditures					
580, 596 & 599	Other Financing Uses	-	-	8,847	-
591-593	Debt Service	-	-	193,423	361,967
594-595	Capital Expenditures	-	-	170,567	158,034
597	Transfers-Out	-	-	322,000	428,468
Total Nonoperating Expenditures:		<u>-</u>	<u>-</u>	<u>694,836</u>	<u>948,469</u>
Net Increase (Decrease) in Cash and Investments:		3,967	10,924	36,325	(83,867)
Ending Cash and Investments					
5081000	Reserved	77,446	43,681	-	-
5088000	Unreserved	-	-	469,422	1,179,746
Total Ending Cash and Investments		77,446	43,681	469,422	1,179,746

The accompanying notes are an integral part of this statement.

City of Woodland
Fund Resources and Uses Arising from Cash Transactions
For the Year Ended December 31, 2015

		403 Garbage Collection
Beginning Cash and Investments		
30810	Reserved	-
30880	Unreserved	-
388 & 588	Prior Period Adjustments, Net	-
Operating Revenues		
310	Taxes	-
320	Licenses and Permits	-
330	Intergovernmental Revenues	-
340	Charges for Goods and Services	741,614
350	Fines and Penalties	-
360	Miscellaneous Revenues	122
Total Operating Revenues:		741,736
Operating Expenditures		
510	General Government	-
520	Public Safety	-
530	Utilities	627,541
540	Transportation	-
550	Natural and Economic Environment	-
560	Social Services	-
570	Culture and Recreation	-
598	Miscellaneous Expenses	-
Total Operating Expenditures:		627,541
Net Operating Increase (Decrease):		114,195
Nonoperating Revenues		
370-380, 395 & 398	Other Financing Sources	19,525
391-393	Debt Proceeds	-
397	Transfers-In	-
Total Nonoperating Revenues:		19,525
Nonoperating Expenditures		
580, 596 & 599	Other Financing Uses	30,727
591-593	Debt Service	-
594-595	Capital Expenditures	-
597	Transfers-Out	102,992
Total Nonoperating Expenditures:		133,719
Net Increase (Decrease) in Cash and Investments:		1
Ending Cash and Investments		
5081000	Reserved	-
5088000	Unreserved	-
Total Ending Cash and Investments		-

The accompanying notes are an integral part of this statement.

City of Woodland
Fiduciary Fund Resources and Uses Arising from Cash Transactions
For the Year Ended December 31, 2015

	Total for All Funds (Memo Only)	640 Utility Deposits	650 Impact Fees: School	
308	Beginning Cash and Investments	88,249	88,249	-
388 & 588	Prior Period Adjustments, Net	-	-	-
310-360	Revenues	30,964	714	30,250
380-390	Other Increases and Financing Sources	32,607	32,607	-
510-570	Expenditures	30,250	-	30,250
580-590	Other Decreases and Financing Uses	44,822	44,822	-
	Net Increase (Decrease) in Cash and Investments:	(11,501)	(11,501)	-
508	Ending Cash and Investments	76,748	76,748	-

The accompanying notes are an integral part of this statement.



Invoice Activity

Account List: All Accounts
 Status: Active
 Posting Dates: 9/17/2015 thru 12/31/2015
 Modified Dates: All Time thru All Time

Posting	Modified	Account	Name	Address	Quantity	Rate	Amount
	Rate Type		Rate Type	Rate Description			
Business License							
9/22/2015	9/22/2015	8	A.C.T. Builders, LLC	1811 #206 Main ST Vancouver WA			
			License Fees	2 - Contractor	1	1	\$75.00
				Total Count:		1	\$75.00
10/5/2015	10/5/2015	9	DeRosier Trucking, Inc	3627 Pleasant Hill RD Kelso WA			
			License Fees	2 - Contractor	1	1	\$75.00
				Total Count:		1	\$75.00
10/5/2015	10/5/2015	10	RC Northwest, Inc	12404 NE 153rd ST STE #100 Brush			
			License Fees	2 - Contractor	1	1	\$75.00
				Total Count:		1	\$75.00
10/7/2015	10/7/2015	11	Weeks Rental	1813 Willow St. Woodland WA 98674			
			License Fees	3 - Bus/inside City Limits	1	1	\$70.00
				Total Count:		1	\$70.00
10/7/2015	10/7/2015	12	All Weather Construction &	301 Long Ave Kelso, WA 98626			
			License Fees	2 - Contractor	1	1	\$75.00
				Total Count:		1	\$75.00
10/7/2015	10/7/2015	13	Pipeline Video & Cleaning LLC	PO Box 822124 Vancouver, WA			
			License Fees	2 - Contractor	1	1	\$75.00
				Total Count:		1	\$75.00
10/7/2015	10/7/2015	14	Huffs Painting LLC	1211 N 2nd Ave Kelso, WA 98626			
			License Fees	2 - Contractor	1	1	\$75.00
				Total Count:		1	\$75.00
10/12/2015	10/12/2015	15	Ralph's Concrete Pumping, Inc	1529 South Rainier AVE Seattle WA			
			License Fees	1 - Bus/outside City Limits	1	1	\$110.00
				Total Count:		1	\$110.00
10/13/2015	10/13/2015	16	Green Sweep Asphalt Service,	PO Box 6038 Vancouver WA 98668			
			License Fees	1 - Bus/outside City Limits	1	1	\$110.00
				Total Count:		1	\$110.00

Posting	Modified	Account	Name	Address	Quantity	Rate	Amount
	Rate Type		Rate Type	Rate Description			
10/13/2015	10/13/2015	17	Flat Rock Construction License Fees	PO Box 1676 Rainier OR 97048 2 - Contractor	1	1	\$75.00
					Total Count:	1	\$75.00
10/14/2015	10/14/2015	18	Blaylock Trucking License Fees	76780 Amundson RD Rainier OR 2 - Contractor	1	1	\$75.00
					Total Count:	1	\$75.00
10/19/2015	10/19/2015	19	Carlson's Heating & Air License Fees	1414 S. Pacific AVE Kelso WA 2 - Contractor	1	1	\$75.00
					Total Count:	1	\$75.00
10/23/2015	10/23/2015	20	Montgomery Development Co. License Fees	PO Box 1315 Boring OR 97009 2 - Contractor	1	1	\$75.00
					Total Count:	1	\$75.00
10/23/2015	10/23/2015	21	Reliant Plumbing & Mechanical License Fees	11575 SW Pacific Hwy Tigard OR 2 - Contractor	1	1	\$75.00
					Total Count:	1	\$75.00
10/30/2015	10/30/2015	22	Hi-Tech Systems License Fees	512 NW Carty RD Ridgefield WA 2 - Contractor	1	1	\$75.00
					Total Count:	1	\$75.00
10/30/2015	10/30/2015	23	Bates Plumbing LLC License Fees	185 Brodie Lane Longview WA 2 - Contractor	1	1	\$75.00
					Total Count:	1	\$75.00
11/13/2015	11/13/2015	24	Rose N Thorn License Fees	308 Hillshire Dr Woodland WA 98674 3 - Bus/inside City Limits	1	1	\$70.00
					Total Count:	1	\$70.00
11/20/2015	11/20/2015	25	Tami Lubecky License Fees	605 Goerig St Woodland WA 98674 10 - Salon/leasee Of Booth	1	1	\$30.00
					Total Count:	1	\$30.00
11/20/2015	11/20/2015	26	Haven Spa Pool & Hearth License Fees	10560 SE HWY 212 Clackamas OR 1 - Bus/outside City Limits	1	1	\$110.00
					Total Count:	1	\$110.00
11/20/2015	11/20/2015	27	Thumbs Up Plumbing Service License Fees	208 NE 4th St Battle Ground WA 2 - Contractor	1	1	\$75.00
					Total Count:	1	\$75.00

Posting	Modified	Account	Name	Address	Quantity	Rate	Amount	
	Rate Type		Rate Type	Rate Description				
11/23/2015	11/23/2015	28	Specialized Pavement Marking, License Fees	11095 SW Industrial Way STE A 1 - Bus/outside City Limits	1	1	\$110.00	
					Total Count:	1	\$110.00	
12/1/2015	12/1/2015	29	Nutter Corporation License Fees	7211 NE 43rd AVE Vancouver WA 2 - Contractor	1	1	\$75.00	
					Total Count:	1	\$75.00	
12/3/2015	12/3/2015	30	TFT Construction License Fees	53990 West Lane RD Scappoose OR 2 - Contractor	1	1	\$75.00	
					Total Count:	1	\$75.00	
12/4/2015	12/4/2015	31	North Fork Resources, Inc License Fees	PO Box 65849 Vancouver WA 98665 1 - Bus/outside City Limits	1	1	\$110.00	
					Total Count:	1	\$110.00	
12/8/2015	12/8/2015	32	Amazing Siding Corp of Portland License Fees	7017 NE Highway 99 STE 106 2 - Contractor	1	1	\$75.00	
					Total Count:	1	\$75.00	
12/8/2015	12/8/2015	33	Angler's Depot LLC License Fees	1087 Lewis River Rd #139 Woodland 3 - Bus/inside City Limits	1	1	\$70.00	
					Total Count:	1	\$70.00	
12/10/2015	12/10/2015	34	Parking Enforcement Services, License Fees	2811 NE 65th Ave #G3 Vancouver 1 - Bus/outside City Limits	1	1	\$110.00	
					Total Count:	1	\$110.00	
12/16/2015	12/16/2015	000308.0	U.S. Bank License Fees	569 Goerig St Woodland WA 98674- 3 - Bus/inside City Limits	1	1	(\$7.00)	
					Total Count:	1	(\$7.00)	
					Business License	Total Count:	28	\$2,168.00
Total Count:					28		\$2,168.00	

Court Local Revenue Report

01/21/2016

COWLITZ DISTRICT

COD

Posting Year	Beginning Balance	Ordered Amount	Local Amount Due	Collected Amount	Local Coll Pctg	Ending Balance
2013	14,115,775.37	1,508,243.90	15,624,019.27	1,919,129.66	12.28%	13,704,889.61
2014	13,704,889.61	1,755,512.61	15,460,402.22	1,949,746.55	12.61%	13,510,655.67
2015	13,509,487.88	1,643,540.35	15,153,028.23	2,050,118.35	13.53%	13,102,909.88
		4,907,296.86	46,237,449.72	5,918,994.56	12.80%	13,102,909.88

CITY OF CASTLE ROCK

Posting Year	Beginning Balance	Ordered Amount	Local Amount Due	Collected Amount	Local Coll Pctg	Ending Balance
2013	278,826.43	11,968.67	290,795.10	29,533.65	10.16%	261,261.45
2014	261,261.45	9,103.17	270,364.62	28,054.72	10.38%	242,309.90
2015	242,309.9	-3,535.43	238,774.47	29,338.68	12.29%	209,435.79
		17,536.41	799,934.19	86,927.05	10.87%	

CITY OF KALAMA

Posting Year	Beginning Balance	Ordered Amount	Local Amount Due	Collected Amount	Local Coll Pctg	Ending Balance
2013	223,559.74	45,530.98	269,090.72	30,224.93	11.23%	238,865.79
2014	238,865.79	27,860.58	266,726.37	39,415.69	14.78%	227,310.68
2015	227,310.68	17,151.52	244,462.20	31,275.66	12.79%	213,186.54
		90,543.08	780,279.29	100,916.28	12.93%	

CITY OF KELSO

Posting Year	Beginning Balance	Ordered Amount	Local Amount Due	Collected Amount	Local Coll Pctg	Ending Balance
2013	1,937,423.55	-29,693.82	1,907,729.73	134,977.15	7.08%	1,772,752.58
2014	1,772,752.58	28,674.59	1,801,427.17	125,320.16	6.96%	1,676,107.01
2015	1,676,058.79	-40,742.83	1,635,315.96	111,933.14	6.84%	1,523,382.82
		-41,762.06	5,344,472.86	372,230.45	6.96%	

CITY OF LONGVIEW

Posting Year	Beginning Balance	Ordered Amount	Local Amount Due	Collected Amount	Local Coll Pctg	Ending Balance
2013	6,183,126.59	428,501.78	6,611,628.37	591,461.84	8.95%	6,020,166.53
2014	6,020,166.53	456,283.37	6,476,449.90	532,479.94	8.22%	5,943,969.96
2015	5,943,788.3	104,625.86	6,048,414.16	500,380.28	8.27%	5,548,033.88

This report is based upon figures posted by your court prior to the run date shown in the upper right-hand corner of this page. The intent of the document is to provide you with a methodology for estimating future collections related to current local receivables. Please see the letter dated January 26, 2016, and the instructions accompanying this message for additional information.

Court Local Revenue Report

01/21/2016

Posting Year	Beginning Balance	Ordered Amount	Local Amount Due	Collected Amount	Local Coll Pctg	Ending Balance
		989,411.01	19,136,492.43	1,624,322.06	8.49%	

CITY OF WOODLAND

Posting Year	Beginning Balance	Ordered Amount	Local Amount Due	Collected Amount	Local Coll Pctg	Ending Balance
2013	676,617.33	72,495.24	749,112.57	78,780.64	10.52%	670,331.93
2014	670,331.93	72,311.06	742,642.99	75,982.50	10.23%	666,660.49
2015	666,630.53	25,758.06	692,388.59	64,630.96	9.33%	627,757.63
		170,564.36	2,184,144.15	219,394.10	10.04%	

COUNTY OF COWLITZ

Posting Year	Beginning Balance	Ordered Amount	Local Amount Due	Collected Amount	Local Coll Pctg	Ending Balance
2013	4,610,051.7	880,833.05	5,490,884.75	998,334.00	18.18%	4,492,550.75
2014	4,492,550.75	747,705.84	5,240,256.59	964,703.91	18.41%	4,275,552.68
2015	4,274,644.73	527,900.42	4,802,545.15	906,310.30	18.87%	3,896,234.85
		2,156,439.31	15,533,686.49	2,869,348.21	18.47%	

LONGVIEW VIOLATIONS BUREAU

Posting Year	Beginning Balance	Ordered Amount	Local Amount Due	Collected Amount	Local Coll Pctg	Ending Balance
2013	206,170.03	98,608.00	304,778.03	55,817.45	18.31%	248,960.58
2014	248,960.58	413,574.00	662,534.58	183,789.63	27.74%	478,744.95
2015	478,744.95	1,012,382.75	1,491,127.70	406,249.33	27.24%	1,084,878.37
		1,524,564.75	2,458,440.31	645,856.41	26.27%	

This report is based upon figures posted by your court prior to the run date shown in the upper right-hand corner of this page. The intent of the document is to provide you with a methodology for estimating future collections related to current local receivables. Please see the letter dated January 26, 2016, and the instructions accompanying this message for additional information.

Humane Society of Cowlitz County

PO Box 172 Longview WA, 98632

City of Woodland Quarterly Activity 2015

Type of Call	January	February	March	Quarterly	YTD
Incoming Phone Calls	12	24	24	60	60
Complaints	5	3	7	15	15
Rescue	0	0	0	0	0
Cruelty	2	0	0	2	2
Field Return To Owner	1	0	1	2	2
Gone on Arrival	0	1	1	2	2
Patrol Hours	3	5	7	15	15
Notice-Warning	2	2	2	6	6
Citations Issued	0	5	0	5	5
Number of Licenses Sold	84	5	11	100	100
Revenue from Above Number Sold	\$1,150.00	\$70.00	\$290.00	\$1,510.00	\$1,510.00
Court Time	0	0	0	0	0
DOA	1	0	0	1	1
After-Hours Calls	0	0	2	2	2
After-Hours Responses	0	0	2	2	2
Door Tags	1	0	0	1	1
Bites	0	2	0	2	2
Low Income S/N Program	1	0	0	1	1
Officers Impound in Field	0	0	2	2	2
Shelter Intake Front Desk	4	3	5	12	12
Total Woodland Animal Intake	4	3	7	14	14

Humane Society of Cowlitz County

PO Box 172 Longview WA, 98632

City of Woodland Quarterly Activity 2015

Type of Call	April	May	June	Quarterly	YTD
Incoming Phone Calls	26	21	21	68	128
Complaints	6	7	11	24	39
Rescue	0	0	0	0	0
Cruelty	0	0	0	0	2
Field Return To Owner	1	0	0	1	3
Gone on Arrival	0	0	4	4	6
Patrol Hours	7	8	8	23	38
Notice-Warning	0	2	3	5	11
Citations Issued	0	0	0	0	5
Number of Licenses Sold	5	7	0	12	112
Revenue from Above Number Sold	\$120.00	\$140.00	\$0.00	\$260.00	\$1,770.00
Court Time	0	0	0	0	0
DOA	0	0	1	1	2
After-Hours Calls	0	10	3	13	15
After-Hours Responses	0	9	3	12	14
Door Tags	0	0	0	0	1
Bites	1	1	0	2	4
Low Income S/N Program	0	0	0	0	1
Officers Impound in Field	1	2	4	7	9
Shelter Intake Front Desk	3	1	0	4	16
Total Woodland Animal Intake	4	3	4	11	25

Humane Society of Cowlitz County

PO Box 172 Longview WA, 98632

City of Woodland Quarterly Activity 2015

Type of Call	July	August	September	Quarterly	YTD
Incoming Phone Calls	28	45	20	93	221
Complaints	10	9	14	33	72
Rescue	0	0	0	0	0
Cruelty	0	0	0	0	2
Field Return To Owner	0	0	4	4	7
Gone on Arrival	0	0	0	0	6
Patrol Hours	8	5	10	23	61
Notice-Warning	1	3	2	6	17
Citations Issued	2	0	0	2	7
Number of Licenses Sold	8	1	0	9	121
Revenue from Above Number Sold	\$220.00	\$40.00	\$0.00	\$260.00	\$2,030.00
Court Time	0	0	0	0	0
DOA	0	0	0	0	2
After-Hours Calls	7	3	0	10	25
After-Hours Responses	2	1	0	3	17
Door Tags	1	0	0	1	2
Bites	0	0	0	0	4
Low Income S/N Program	0	0	0	0	1
Officers Impound in Field	1	2	3	6	15
Shelter Intake Front Desk	3	5	6	14	30
Total Woodland Animal Intake	4	7	9	20	45

Humane Society of Cowlitz County

PO Box 172 Longview WA, 98632

City of Woodland Quarterly Activity 2015

Type of Call	October	November	December	Quarterly	YTD
Incoming Phone Calls	22	24	21	67	288
Complaints	8	4	6	18	90
Rescue	0	0	0	0	0
Cruelty	0	1	2	3	5
Field Return To Owner	0	1	0	1	8
Gone on Arrival	2	0	1	3	9
Patrol Hours	4	11	12	27	88
Notice-Warning	3	0	1	4	21
Citations Issued	13	0	4	17	24
Number of Licenses Sold	0	87	73	160	281
Revenue from Above Number Sold	\$0.00	\$980.00	\$830.00	\$1,810.00	\$3,840.00
Court Time	0	0	2	2	2
DOA	0	0	0	0	2
After-Hours Calls	0	0	1	1	26
After-Hours Responses	0	0	1	1	18
Door Tags	1	0	0	1	3
Bites	0	0	0	0	4
Low Income S/N Program	0	0	1	1	2
Officers Impound in Field	1	1	0	2	17
Shelter Intake Front Desk	3	1	0	4	34
Total Woodland Animal Intake	4	2	0	6	51

**City of Woodland
Police Department**

**Report to the City Council
Fourth Quarter 2015**

This report includes information in the below narrative for the third quarter of the current year; however, complete NIBRS information is not yet available for December.

Highlights

- Fourth Chief's Forum attend by 20 citizens; included a lengthy question and answer period.
- Car seat clinic partnership with Cowlitz 2 Fire and Rescue continues to be successful. Statistics are provided below.
- Partnering with Primary School, La Casa San Juan Diego and Clark County Fire and Rescue on Walking School Bus initiative—Safe Routes to School
- Four personnel commendations during second quarter
- Citizen complaints dropped drastically compared to last three quarters.
- Activity, with the exception of felony charges, is down or static compared to Third Quarter.
- Hired one full-time officer

Challenges

- Emergency calls static compared to Fourth Quarter 2015; change in method of counting calls changed in November
- Front Counter contacts continue to trend up; began to track phone calls received
- Missing opportunities for social media outreach

Citizen Complaints

January	1	July	5
February	9	August	2
March	3	September	2
1st Quarter Total	13	3rd Quarter Total	9
April	2	October	1
May	3	November	2
June	3	December	0
2nd Quarter Total	8	4th Quarter Total	3

Arrest/Ticket Data

2015	Felony		Misdemeanor		Criminal Tickets		Criminal Traffic Tickets		Infractions			Warrant Arrests		Parking Tickets
	# of Arrests	# of Charges	# of Arrests	# of Charges	Total Citations	# of Violations	Total Citations	# of Violations	Total Tickets	# of Violations	Verbal Warnings	Felony	Misd.	
January	4	11	24	30	13	15	11	13	20	23	44	4	3	16
February	10	26	17	28	11	14	6	8	9	11	59	4	2	7
March	9	24	22	26	16	20	9	10	28	34	51	7	2	5
1st QTR	23	61	63	84	40	49	26	31	57	68	154	15	7	28
April	14	25	28	34	13	14	14	17	24	33	24	5	2	5
May	8	24	29	39	18	23	13	14	51	54	61	5	1	6
June	8	30	38	49	25	32	15	15	26	29	64	4	0	5
2nd QTR	30	79	95	122	56	69	42	46	101	116	149	14	3	16
July	4	6	20	24	9	9	14	16	36	46	49	5	4	0
August	6	9	22	37	12	14	12	15	35	41	46	5	5	18
September	6	6	29	48	23	27	8	9	29	38	44	3	7	8
3rd QTR	16	21	71	109	44	50	34	40	100	125	139	13	16	26
October	11	38	20	34	16	24	4	4	25	29	48	4	6	10
November	3	3	22	27	12	14	9	11	32	37	49	3	3	17
December	7	10	28	43	14	18	14	17	19	26	33	4	5	15
4th QTR	21	51	70	104	42	56	27	32	76	92	130	11	14	42
Totals	90	212	299	419	182	224	129	149	334	401	572	53	40	112

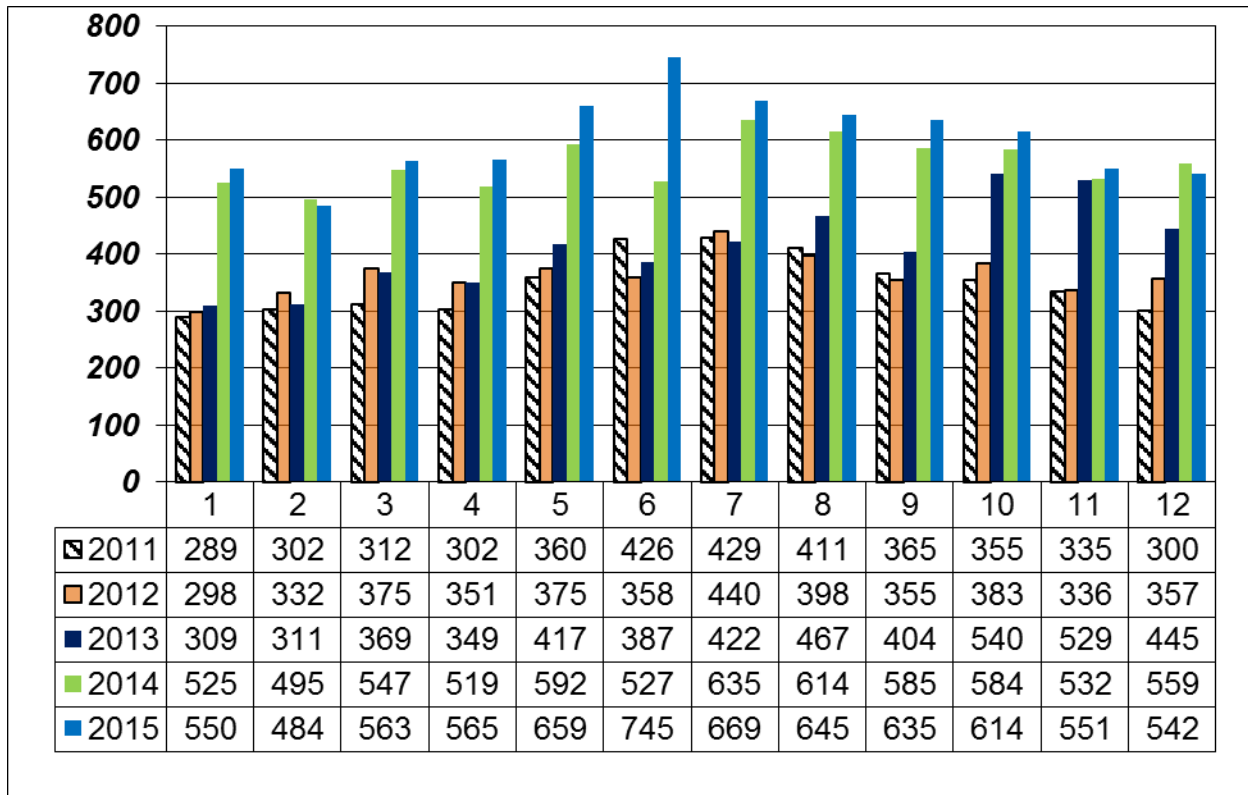
Front Counter Contacts	Chief	Collision Forms	Complaints	CPL	DOC	Filing Report	Fingerprints	Info/Follow Up	Outside Agency	Property/RX Drop Off	Pub. Disc. Request	Vendors	Wrong Bldg/Directions	Misc	Counter Total	Phone Calls	Front Office Totals
April	5	4	0	9	6	18	4	5	7	5	11	8	1	26	109		109
May	3	1	2	3	6	19	12	8	12	13	18	6	3	34	140		140
June	6	4	0	9	4	25	5	22	26	19	14	21	8	34	197		197
July	6	0	0	9	5	16	5	18	18	6	15	26	4	37	165		165
August	15	0	2	7	2	13	11	19	14	17	6	19	15	40	180		180
September	5	1	0	11	4	7	11	39	20	17	14	21	4	46	200		200
October	10	1	0	5	5	17	4	20	19	8	9	25	14	46	183		183
November	7	3	0	9	6	9	6	15	10	8	7	15	3	35	133		133
December	9	0	0	33	2	14	11	25	29	5	4	29	5	43	209	645	854
Totals	66	14	4	95	40	138	69	171	155	98	98	170	57	341	1516	645	2161

Month End Statistics – Calls for Service

	2011	2012	2013	2014	2015
January	289	298	309	525	550
February	302	332	311	495	484
March	312	375	369	547	563
April	302	351	349	519	565
May	360	375	417	592	659
June	426	358	387	527	745
July	429	440	422	635	669
August	411	398	467	614	645
September	365	355	404	585	635
October	355	383	540	584	614
November	335	336	529	532	551
December	300	357	445	559	542
Total Calls	4186	4358	4949	6714	7222

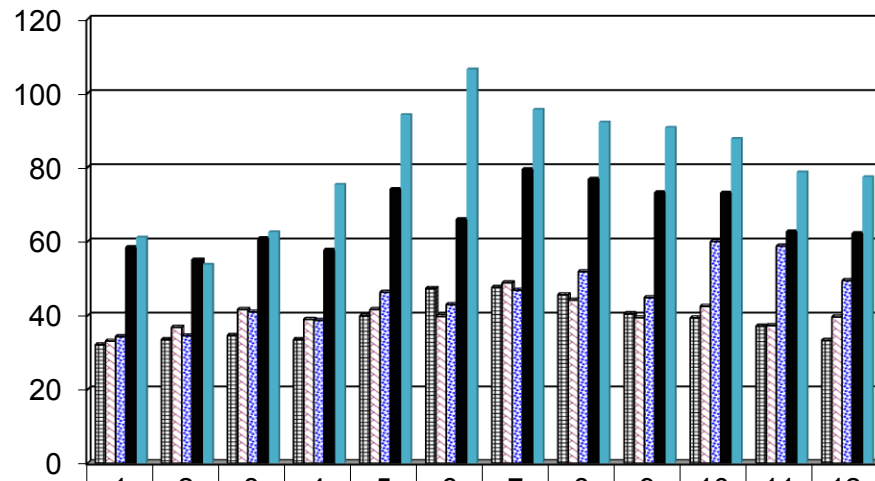
In this chart January, 2010 – August, 2013 calls for service are measured by “**Incident Reports**” generated through the dispatch center. Cowlitz County Communications Center implemented a new dispatch system in September, 2013. This program tracks all calls for service (see page 4-5 for Event count); these are called “**Events**”. This gives a more accurate depiction of officer activity. In November 2015, The Center began a process through which calls can be re-opened. Those calls are not counted as separate incidents for the purpose of tracking officer and/or Center activity.

Month End Statistics – Calls for Service Chart



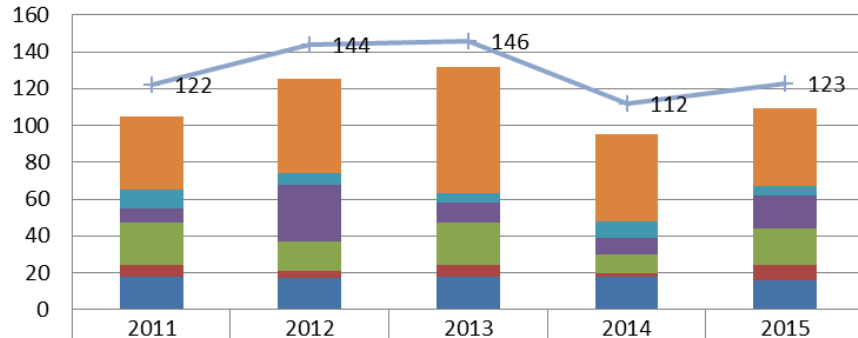
This chart is a visualization of data presented on previous page. As previously noted, January, 2010 – August, 2013 calls for service are measured by “**Incident Reports**” generated through the dispatch center. Cowlitz County Communications Center implemented a new dispatch system in September, 2013 which tracks “**Events**” (all calls for service). This gives a more accurate depiction of officer activity.

Event to Officer Ratio

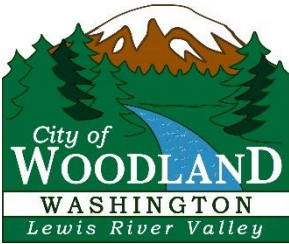


	1	2	3	4	5	6	7	8	9	10	11	12
2011	32	34	35	34	40	47	48	46	41	39	37	33
2012	33	37	42	39	42	40	49	44	39	43	37	40
2013	34	35	41	39	46	43	47	52	45	60	59	49
2014	58	55	61	58	74	66	79	77	73	73	63	62
2015	61	54	63	75	94	106	96	92	91	88	79	77

2015 4th Quarter Comparisons Group A Crime Statistics



■ Larceny/Theft	40	51	69	47	42
■ Fraud	10	6	5	9	5
■ Drug	8	31	11	9	18
■ Destruction of Property	23	16	23	10	20
■ Burglary	6	4	6	2	8
■ Assault	18	17	18	18	16
— Total Group A	122	144	146	112	123



Building & Planning Department

4th Quarter Report - 2015

This report summarizes the Building & Planning Department's activities and accomplishments for the months of October, November, and December 2015. The Building and Planning Department is a division of Public Works and is staffed by Amanda Smeller, Community Development Planner, Kasey Smith, Permit Clerk, and Wesley Baumgardner, Building Official.

General Department News:

- City Council approved the purchase of Vision Municipal Service's permitting software for our department. The installation/training occurred on January 20 and 21, 2016.
- Building & Planning staff attended a business owner's meeting put on by Nate Chumley of America's Family Diner in November. The goal of the meeting was for business owner's to review the City development process, offer insight/input into this process and ask questions. Staff will follow up with Mr. Chumley as he hopes to make these meetings a regular occurrence.
- Building & Planning staff gave a presentation at the December 1 Chamber luncheon to discuss the development process and answer questions. Staff is planning on offering public workshops regarding the development process in more depth.

Planning Division

Comprehensive Plan Update:

- Both the Planning Commission and the City Council discussed the Capital Facilities Plan element of the Comprehensive Plan Update.
- City Council reviewed the current policies, goals, and objectives.
- City Council held a public hearing on the proposed update on December 21, 2015.
- Staff sent the draft document to the Department of Commerce to start the 60-day review period.

Shoreline Master Program:

- The 30 day public comment period for the SMP Update ended on October 1, 2015. Comments received during this process were from the Consolidated Diking Improvement District. The City provided follow up comments to the Department of Ecology in regards to the CDID comments in December 2015. The Department of Ecology is still reviewing the City's submitted draft.

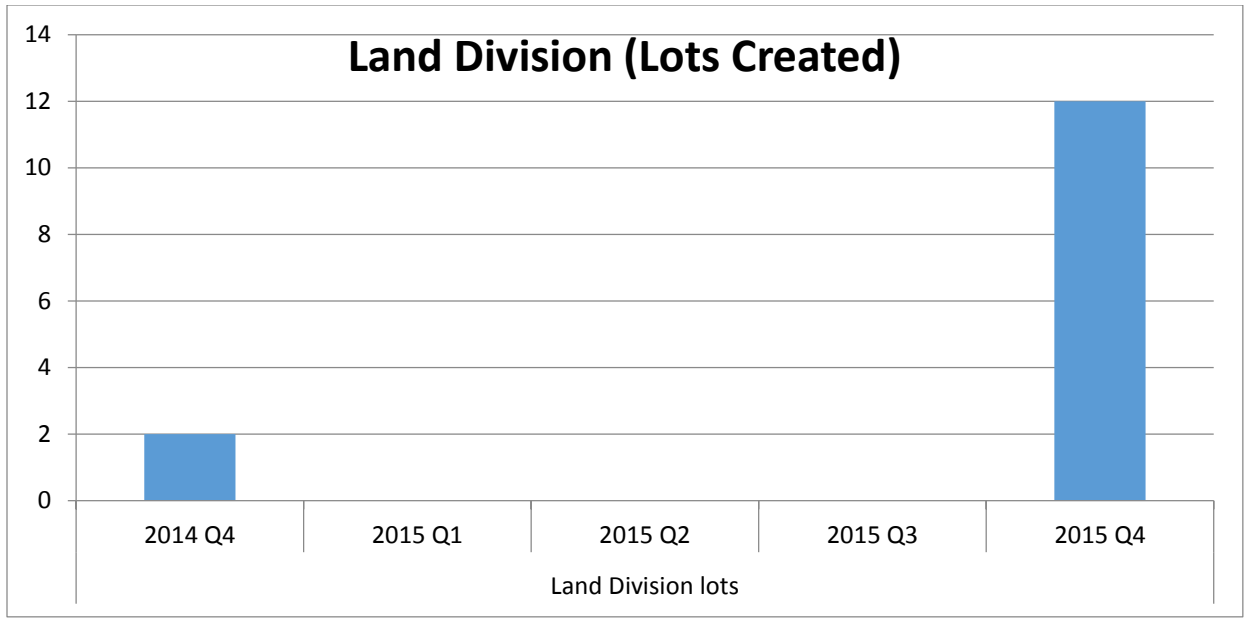
Other Projects:

- The first golf cart permit was issued for Paul Anderson using the newly adopted Golf Cart Ordinance.
- City Council approved the Meriwether Subdivision Phase 2 Extension request in December. The new plat expiration date is November 21, 2016.
- The Notice of Decision for the proposed Columbia Pre-Cast new industrial building on Howard Way was issued in December 2015.

- PacifiCorp submitted additional materials for their proposed fish release ponds project on an approximately 7 acre property on Lewis River Road along the Lewis River. The packet was deemed complete in December. The hearing will take place in February 2016.
- Staff issued a Notice of Application/Likely SEPA DNS for the City of Woodland's DOE Biosolids Permit application.
- The Development Review Committee (DRC) issued an approval with conditions for a front yard/porch minor setback variance at 186 Misty Court in the Rivermist Subdivision.
- The Development Review Committee (DRC) issued an approval with conditions for a front yard/porch minor setback variance at 1044 Park Street.
- The Development Review Committee (DRC) issued an approval with conditions for a front yard/porch minor setback variance at 1822 Pompey Court in the Meriwether Subdivision.
- City Council approved the final plat for the Lilac Lane Subdivision, an 11 lot subdivision on South Pekin Road along Horseshoe Lake.
- City Council adopted the updated Flood Damage Prevention Ordinance adopting the new FEMA FIRMs with an effective date of December 16, 2015. The ordinance also included minor language changes to ensure compliance with the NFIP program.

Planning Commission:

- Review continued on the Comprehensive Plan Update including the Capital Facilities Plan.
- Planning Commission held a public hearing on the Lilac Lane final plat and forwarded an affirmative recommendation to City Council.
- Planning Commission forwarded an affirmative recommendation to City Council regarding the Meriwether Phase 2 plat extension request.
- Discussion began on the C-1 off-street parking requirements. Several downtown property owners are interested in the possibility of reducing or eliminating the number of off-street parking space requirements in the downtown business district.
- Planning Commission forwarded an affirmative recommendation to City Council for Meriwether Phase 2 Final Plat, Meriwether Hilltop Phase 1A Final Plat, and Meriwether PURD Phase 1 Final Plat.

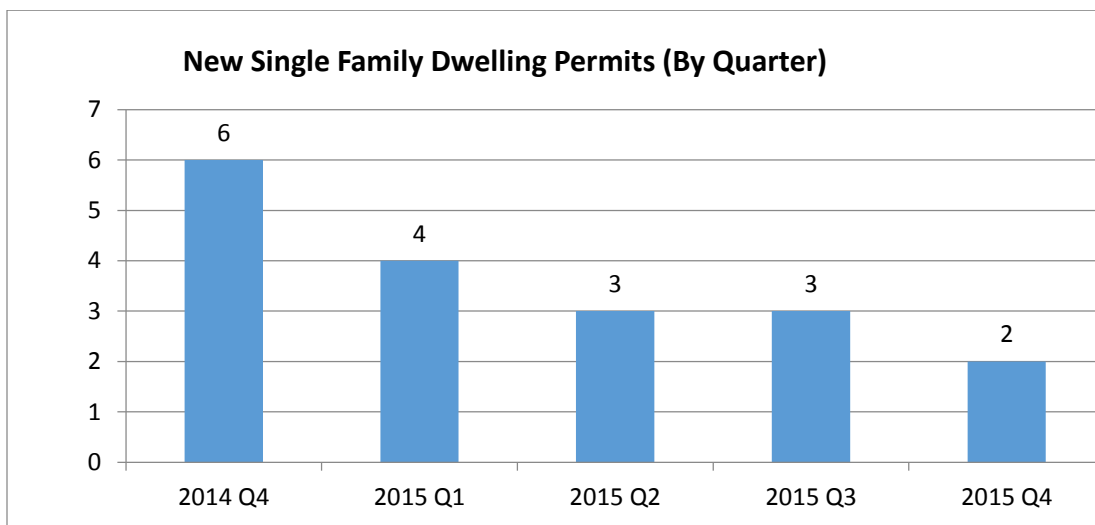


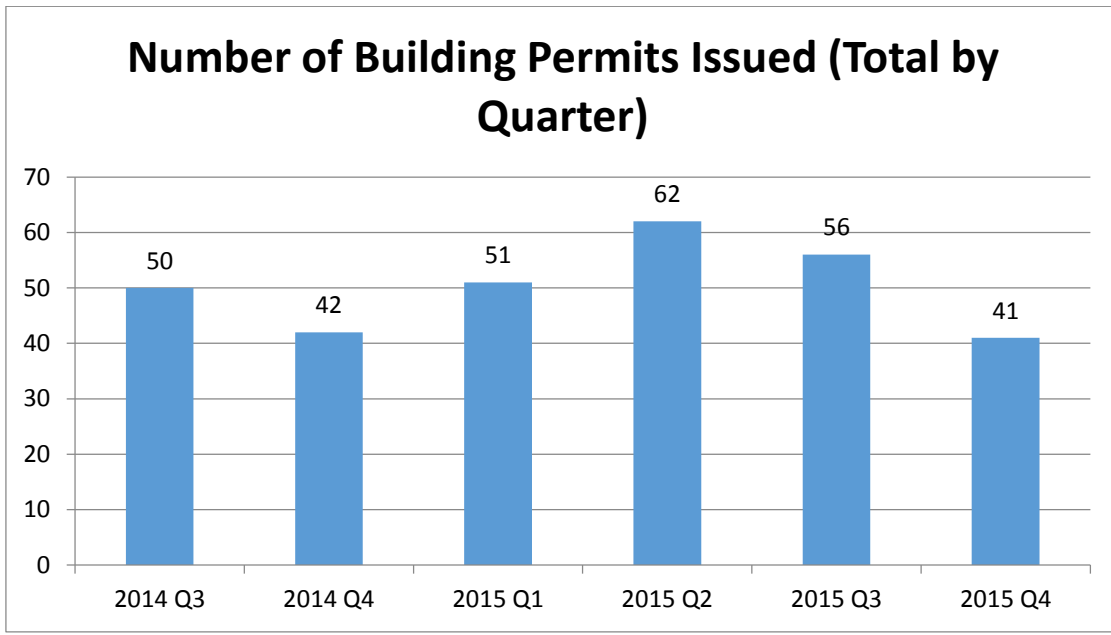
Building Division:

- Two single-family residence permits were issued in the 4th quarter: 1837 Willow Street and 325 Thistle.
- Two single-family residence permits were issued Certificate of Occupancy.
- One manufactured home was placed and the permit was finalized.
- There was a commercial remodel at 542 Park completed in October.
- Safeway completed a commercial interior prep room remodel in November
- The retaining walls were completed in the Meriwether subdivisions in December.

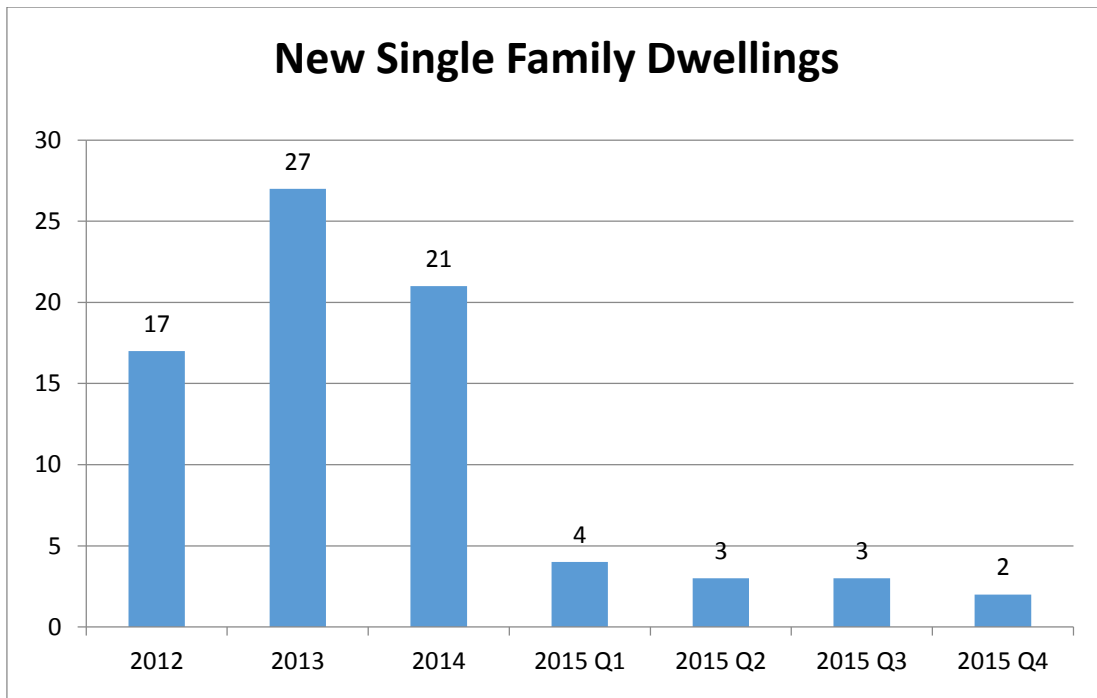
Development Trends:

The charts and information below show the current development trends within the City of Woodland.

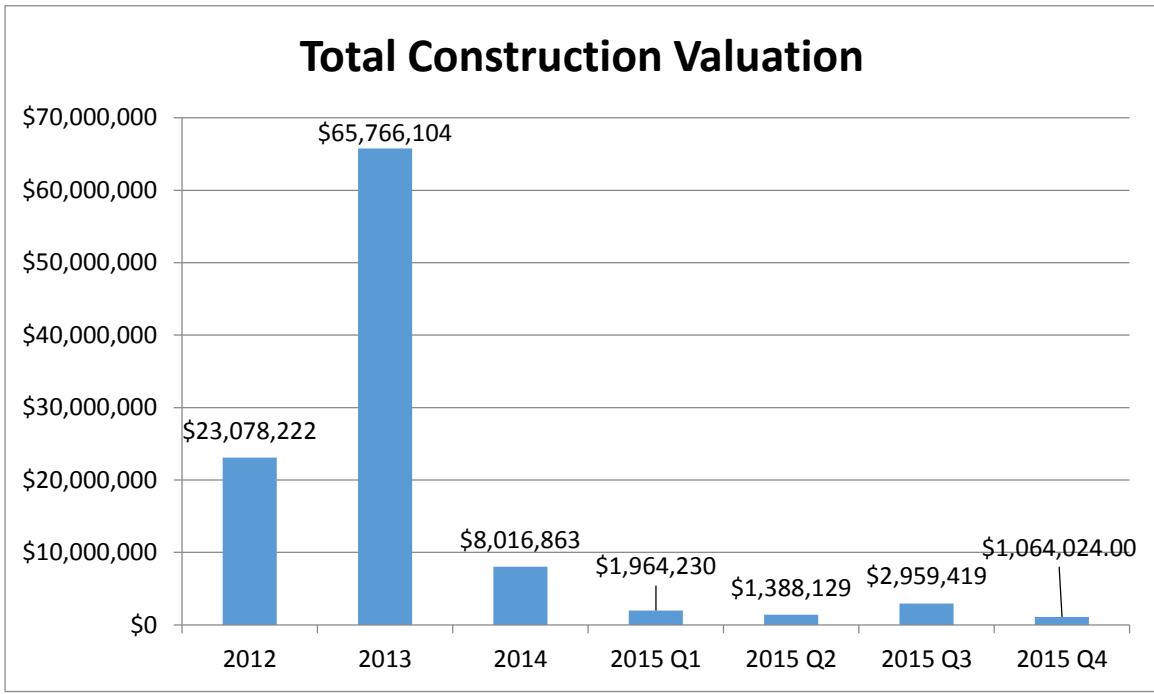




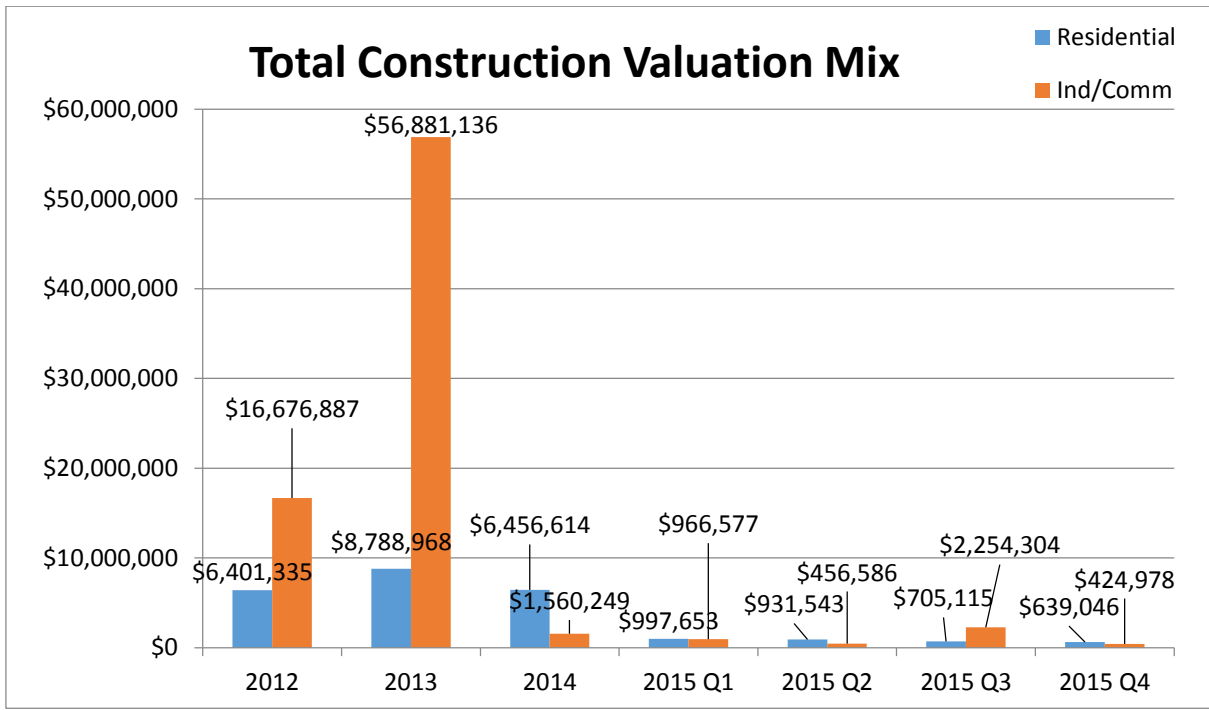
The chart below shows the number of single-family dwelling permits issued since 2012. 2013 had the highest number of permits issued since 2007.



The chart below shows the total construction valuation over the last five years is shown. The increase in 2013 is largely due to the Woodland High School.



This chart shows the share of residential and industrial/commercial construction valuation over the last five years.



Revenues – Budget Recap:

Building Division

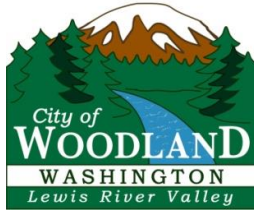
Actual Q4 Revenue	Estimated 2015 Revenue	Q4 Revenue as % of Estimated 2015 Revenue
\$17,155	\$110,500	15.53%

Planning Division

Actual Q4 Revenue	Estimated 2015 Revenue	Q4 Revenue as % of Estimated 2015 Revenue
\$11,650	\$43,500	26.78%

Upcoming Projects Before the City Council:

- Comprehensive Plan Update: In March the Council will hold two public hearings for first and final reading of the Comprehensive Plan before staff sends it to the Department of Commerce. First reading will occur on Monday, March 7 and final reading/adoption is scheduled for Monday, March 21. The update must be completed by June 30, 2016.
- C-1 Parking: The proposed code will change the C-1 off-street parking regulations by allowing developments generating 30 PM peak hour trips or less to not be required to provide on-site parking. Planning Commission made an affirmative recommendation to City Council at their February 18, 2016 public hearing.



4th Quarter 2015 - Public Works Department

Presented to the Woodland City Council and Mayor Finn

During 4th quarter of 2015, the Public Works Department accomplished the following:

WATER

- Cross Connection - Entering tests as received. Water was turned off to two customers until arrangements were made or tests received. Sent 123 1st reminder letters with a response date of 1/8/16.
- Large Water Meter Repair - Work is progressing on 1.5 inch meter replacements; anticipate completion in 1st quarter 2016.
- Performed 17 water shut offs for nonpayment in October and 17 in December.
- Replaced hydrants at Fire Station #1 (100 Davidson Avenue) and Portco Packaging.



- Repaired and replaced meter boxes and services per meter reader list.
- Performed 2015 waterline flushing (3-days).
- Working on hydrant repairs as time allows.
- Repaired 2" water service at Jefferson Place Apartments.

- WATER TREATMENT PLANT
 - Piggied Ranney Well.
 - Installed new chlorine, pH, and temperature analyzer for the reservoir.
 - Installed new generator at the Ranney Well.
 - Installed new raw water turbidity meter.
 - Changed batteries in plant PLC.
 - Back-up generator caught fire, report to be completed in 1st quarter 2016.
 - Installed new vault and decant flow meter.



SEWER

- General Sewer Plan - Comments were received from the Department of Ecology, responses were discussed, and Gray & Osborne is finalizing the plan.
- Grease Trap Program - Continued monthly inspections.
- Installed generators to run lift stations #5 and #11 during wind related power outage.
- WASTE WATER TREATMENT PLANT
 - Repaired eye wash station.
 - Cross-trained public works crew to fill in during sick/vacation hours.
 - Operator Mark Morgan returned to work on December 1st after extended sick for injury received at home.
 - Pumped digester and hauled bio-solids in October and December, crew performed digester wash down after hauling.
 - Replaced #1 SBR transducer Replaced grit pump seal.
 - Installed new dissolved oxygen sensors for SBR Basins #1 and #2.
 - Installed new railed aluminum platform over the chlorine contact chamber per LNI inspection.
 - Replaced belt for #1 blower.
 - Changed batteries in plant PLC.

STREET

- Scott Avenue Reconnection Study Project – Discussions with the Department of Transportation (WSDOT) are ongoing.

- SR 503/ Scott Ave Intersection Project – Construction complete, completing final paperwork. Ribbon cutting was held on October 7th. The public works crew striped the Gateway Produce parking lot and began routine maintenance.



- South Woodland Safe Walking Route Project (SRTS) – Construction is complete, waiting on final paperwork. The public works crew cut brush and tree limbs to clear for installation of signage and lighting at the 5th Street and Davidson Avenue crossing.
- 2014 CDBG Old Town Connections – Construction complete, waiting for final paperwork to release retainage.
- Guild Road Streetlight Replacement - Small works project by Hamer Electric is on hold for parts arrival for second streetlight.
- Port Way Wire Replacement - Bid for replacement of stripped wire will be awarded in January 2016.
- Assisted PUD with streetlight repairs.
- Installed bases and 25 signs for new golf cart zone.
- Installed signs for new Lilac Lane Subdivision.
- Mowed right-of-ways, bioswales, and at Gordon Street.

- Crew removed and disposed of fallen trees on Cedar Avenue and in the Embassy Wetland.
- De-iced the roads multiple times due to adverse weather conditions.
- Assisted WSDOT with road closures due to slide on I-5.
- Closed Davidson Avenue and surrounding streets for trick-or-treating.
- Contractor began winter street sweeping in November.
- Held Make a Difference Day on October 24th.



PARKS

- Scott Hill Park and Sports Complex – Discussed revisions to MOU with Rotary. Council to discuss revisions first quarter of 2016.
- Horseshoe Lake Management - Cleaned pump screens in once in November, working with Cowlitz County to begin testing with funds from the Centennial Grant (start date pending lab accreditation).
- Horseshoe Lake - Re-opened the boat ramp, cleaned the Lake bank and shoreline due to vehicle accident at Hoffmann Plaza and low water level.



- Replaced dead Arbor Day tree near the parking lot at the east end of Horseshoe Lake.
- Awarded small works project for Horseshoe Lake fireplace repairs.
- Repaired swings at Hoffmann Park.
- Removed stumps of rotted/dangerous trees from Horseshoe Lake Park.

FACILITIES

- Fire Station Project – Consultant worked on design of new fire station. Met with Public Safety Committee on 11/16/15 to discuss layout.
- Fire Station 1/Archives - Began purchase of shelving for reorganization of storage room.
- Fire Station 2 - Pressure washed exterior walls.
- Police Station - Replaced 30+ florescent light tubes.
- Community Center - Worked with Cowlitz PUD to repair electrical line. Repaired and replaced wiring, fixtures, etc.
- City Hall - Installed new exhaust fan.
- Public Works Office - Rearranged and reorganized due to personnel changes.
- Converted florescent lights to LED at the Community Center and in a portion of the Public Works office.

OTHER

- Department of Corrections crew chipped brush and limb piles at the shop, removed and trimmed brush along Horseshoe Lake shoreline during low water, and cleaned up a homeless camp on the back side of the sea wall.
- Assisted Cowlitz County Diking District with valve replacement at their pump house and with clearing for drainage at Old Pacific Highway and Dike Access Road (Taco Bell).
- Safety - Held monthly safety meetings, attended quarterly meeting, and all City meeting. Held special meeting regarding lock out/tag out and confined space procedures. Installed confined space labels at necessary locations at WTP, WWTP, and lift stations.
- Purchased new Christmas skyline and pole lights, replaced wreath bulbs with LED. Cut, put up, and decorated tree at Hoffmann Plaza. Installed lights with assistance from Advanced Electric Signs.
- Performed service checks on police cars and replaced broken window in the Chief's car.
- Installed replacement ballot box in City Hall parking lot (see attached e-mail).
- Senior Leadman Dennis Ripp was on leave for 4-weeks due non job related injury.
- Engineering Technician Jody Bartkowski completed 90-hours of public works leadership training and received certification from the Northwest Public Works Institute and National APWA.
- Training:
 - Weed Conference – 11/3-6/15 - Cook
 - WUE Water Class – 10/6/15 - Bartkowski and Choate
 - PW Leadership – 10/27-30/15 - Bartkowski
 - Confined Space – 12/2/15 - Amburgey, Cook, Peterson, and Summers
 - Public Works Emergencies – 11/12/15 - Stepp
- Responded to 66 locates in Cowlitz County and none in Clark County.

Woodland Public Works - *"Serving Community Needs Day and Night"*

From: [Weinhold, Sharon](#)
To: [Grover Laseke](#); [Bart Stepp](#)
Cc: [Fundingsland, Carolyn](#)
Subject: Installation of Ballot Box
Date: Friday, December 11, 2015 12:41:37 PM

Hi,

We want to express our sincere appreciation to Mayor Laseke, Bart, Dennis, Mike, Mark and Todd for scheduling, picking up and installing the new ballot box today in the rain. With all the storm related activities going on right now, we especially appreciate your taking the time to get this done.

Thank you for working with us to get the new ballot box in before the 2016 elections.

Sharon Weinhold
Cowlitz County Elections
360-577-3005



Code Enforcement 2015 **4th Quarter Report**

Complaints

Total 2015, 4th Quarter Complaints:

Received:	23
Resolved:	19
Resolved from 3rd Qtr.	5
Pending:	4

Civil Infractions

Resolved:	1
Pending:	1

Projects Accomplished:

DATE:	CASE NU	VIOLATION LOCATION:	VIOLATORS NAME:	COMPLAINT TYPE:
10/2/2015	15-227	701 Bozarth Ave Woodland, W	Fuel Processing INC	ZONING
10/7/2015	15-228	317 Washington Street Woodla	William Thomas	SIDEWALKS
10/14/2015	15-229	Gun Club Road near 369 Woodl		SIDEWALKS
10/6/2015	15-230	314 Lolo Trail Ave Woodland,	Karlsen Development LL	GARBAGE/JUNK
10/7/2015	15-231	Woodside Street Woodland, W	Longview Housing Autho	OTHER
10/20/2015	15-232	Various	Various	POSTINGS/SIGNS
10/28/2015	15-233	1655 Lewis River Road Woodla		OTHER
10/27/2015	15-234	211 Marty Loop Woodland, WA	Leslee and Sonny Huhtal	OTHER
10/23/2015	15-235	Lewis River Rd seawall opening	City	LAND USE VIOLAT
10/27/2015	15-236	1137 Pacific Ave Woodland, W	Trailer Depot	SIDEWALKS
11/4/2015	15-237	1011 Park Street Woodland, W	Quorn Kerry ETUX	SIDEWALKS
11/5/2015	15-238	532 Dunham Ave Woodland, W	Sterling H West ETUX	PERMIT VIOLATIO
11/6/2015	15-239	1907 Lewis River Road Woodla	Trevena, Kevina and Nan	OBSTRUCTION
11/17/2015	15-240	2090 Spruce Ave Woodland, W	Rachel Johnson, Jeff Tros	ANIMAL VIOLATI
11/16/2015	15-241	430 Bozarth Ave Woodland, W	St Phillips Catholic Churc	ZONING
11/19/2015	15-242	1995 Rhododendron Drive Woo	Gregory Pera	DRAINAGE/RUNO
11/19/2015	15-243	River Mist Developmnet Lewis		INFORMATION
12/3/2015	15-244	Various		POSTINGS/SIGNS
11/30/2015	15-245	1365 N Goerig Street Woodland		POSTINGS/SIGNS
12/2/2015	15-246	314 Lolo Trail Ave Woodland,	Karlsen Development LL	DUMPING
12/9/2015	15-247	Various		POSTINGS/SIGNS
12/8/2015	15-248	1907 Lewis River Road Woodla		OBSTRUCTION
12/9/2015	15-249	ROW at Welcome to Woodland	Moose Lodge	POSTINGS/SIGNS
12/17/2015	15-250	Various, Lewis River Rd, Goerig,	Various	POSTINGS/SIGNS