

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

Agenda Item: Ordinance No. 1261 - 2012
Budget Amendments **(FIRST & FINAL
READING)**

Agenda Item #: (D) Action

For Agenda of: 02/04/2013

Department: Clerk/Treasurer

Date Submitted: 01/30/2013

Cost of Item: _____

Amount Budgeted: Amendment 2012

Unexpended Balance: _____

BARS #: Various

Description: Various

Department Supervisor Approval: Mari E. Ripp, Clerk-Treasurer / s /

Committee Recommendation: 1/28/2013 Finance Committee recommends approval

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

Ordinance No. 1261, Exhibit "A" and narrative.

Summary Statement/Department Recommendation:

These are the 4th quarter FINAL 2012 budget amendments. Recommend FIRST & FINAL READING for adoption of Ordinance No. 1261. The City of Woodland authorizes revenues and expenditures at the fund level. Various funds were adjusted per the attached Exhibit "A" and narrative. During the year, departments carefully monitored revenues and expenditures (and their line items, department totals and fund levels) and they held expenditures based on expected declines of revenues in some areas. A reminder that December 31st bills were approved by council in late January with the open period as allowed by state RCW's. So the Finance Department is now closing out our 2012 transactions and compiling reports. These will be reported to the full council in the next month.

The attached Final Budget Amendments are as recommended by the Clerk-Treasurer and reviewed by the Finance Committee for approval at the council meeting. Adjustments were made from some prior council approvals as well as other adjustments and other line items from 2012. *Please see the attached detail.*

Recommend adoption of Ordinance No. 1261 (FIRST & FINAL READING.)

See following for details by fund:

EXHIBIT A TO ORDINANCE NO. 1261 - 2012 BUDGET and AMENDMENTS

FU ND	FUND	Ord 1227	Ord 1197	Ord 1243	Ord 1251	Ord 1261	Increase or (Decrease)
		2012	Nov 2010	Jun 2012	Nov 2012	Dec 2012	
#	NAME	BUDGET	AMENDMENTS	AMENDMENT	AMENDMENT	AMENDMENT	
001	General Fund	4,324,536	224,823	4,446,395	4,491,669	4,491,669	0
002	Petty Cash/Change	850	0	950	950	950	0
003	Travel	2,000	0	2,000	2,000	2,000	0
101	Park	180,103	(24,399)	185,003	185,278	185,278	0
102	Library	1,200	(235)	6,066	6,066	6,066	0
104	Street	1,090,316	49,787	1,165,149	1,165,779	1,165,779	0
105	Document Recording Fee	15,705	(5,588)	6,140	6,140	6,140	0
107	Hotel/Motel	31,882	(7,315)	37,101	37,101	39,552	2,451
108	Criminal Justice	7,498	2,506	7,882	7,882	7,882	0
224	94 PWTF Loans-Industrial Park	187,725	(212)	188,113	188,113	188,113	0
225	CLID #94-01/94-02	76,015	52,446	74,700	76,200	76,200	0
226	CERB Loan-Water	79,132	68,000	74,913	107,213	107,213	0
227	CERB Loan-Sewer	56,127	47,101	57,086	57,086	57,086	0
300	Park Acqs'tn/Impvmt	120,000	(14,965)	120,000	120,000	120,000	0
301	CPR: General	634,217	80,912	604,721	608,926	608,926	0
302	CPR: Utilities	366,260	16,150	401,289	465,746	466,942	1,196
303	Fire Dept. Reserve	53,744	(803)	53,744	53,744	53,744	0
304	Equipment Acquisition Reserve	21,660	134	33,453	48,446	48,446	0
305	Downtown Revitalization	4,515	0	4,624	4,624	4,624	0
312	P/W Shop Acquisition	65,886	(404,351)	67,569	97,569	97,569	0
316	SR503 Improvements	835,000	95,264	835,000	856,000	856,000	0
319	Public Safety Facility	88,692	9,436	2,760,982	2,828,878	2,828,878	0
320	TIB Sidewalk Project	27,500	0	125,000	125,000	125,028	28
321	Horseshoe Lake Park Trail	1,474	0	81	81	81	0
323	Schurman Way & Guild Rd	1,691,639	0	1,914,878	2,151,204	2,151,204	0
350	Impact Fees - School	27,500	(41,250)	27,500	33,000	41,250	8,250
351	Impact Fees - Fire	63,193	(34,774)	106,941	141,570	141,570	0
352	Impact Fees - Park	14,996	(10,750)	14,996	17,228	20,576	3,348
401	Water	1,257,816	59,877	1,312,756	1,269,717	1,292,974	23,257
402	Sewer	1,823,467	(49,524)	1,935,486	1,960,886	1,960,886	0
403	Garbage Collection	732,532	21,560	720,823	720,823	720,823	0
404	Davidson Alley Waterline	0		21,252	21,252	21,252	0
408	Water Pumping Treatment	1,071	1,065	1,071	1,071	1,071	0
411	Water Main Street Refurb Project	243,405	609	244,154	244,154	244,154	0
412	Utility Deposits	86,473	14,875	76,232	78,232	80,032	1,800
421	Water Utility Reserves	0	14,875	0	0	439	439
422	Sewer Utility Reserves	0	14,875	0	0	88,003	88,003
	Total	14,214,129	150,379	17,634,050	18,179,628	18,308,400	128,772

ORDINANCE NO. 1261

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND, WASHINGTON, AMENDING THE 2012 BUDGET ADOPTED BY ORDINANCE NO. 1227 AND AMENDED BY ORDINANCE NO. 1242 AND ORDINANCE NO. 1243 AND ORDINANCE NO. 1251 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 2012 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 2012 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. 1227 passed by the City Council on December 19, 2011; and amended by Ordinance No.1242 on June 18, 2012; and Ordinance No. 1243 on July 2, 2012; and Ordinance No. 1251 on November 5, 2012 is hereby amended by revising the summaries of revenues and appropriations to read as set forth in 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 2012 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 2012-02-06
BA 2012-02-08
BA 2012-04-12
BA 2012-04-16

June 18, 2012
July 2, 2012
November 5, 2012
February 4, 2013

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 4th day of February, 2013.

APPROVED:

Grover B, Laseke, Mayor

ATTEST:

Mari E. Ripp, Clerk-Treasurer

APPROVED AS TO FORM:

William J. Eling, City Attorney

EXHIBIT A TO ORDINANCE NO. 1261 - 2012 BUDGET and AMENDMENTS

FUND #	FUND NAME	Ord 1227	Ord 1242	Ord 1197	Ord 1243	Ord 1251	Ord 1261	Increase or (Decrease)
		2012 BUDGET	Jun 2012 LIA	Nov 2010 AMENDMENTS	Jun 2012 AMENDMENT	Nov 2012 AMENDMENT	Dec 2012 AMENDMENT	
001	General Fund	4,324,536	0	224,823	4,446,395	4,491,669	4,491,669	0
002	Petty Cash/Change	850	0	0	950	950	950	0
003	Travel	2,000	0	0	2,000	2,000	2,000	0
101	Park	180,103	0	(24,399)	185,003	185,278	185,278	0
102	Library	1,200	0	(235)	6,066	6,066	6,066	0
104	Street	1,090,316	0	49,787	1,165,149	1,165,779	1,165,779	0
105	Document Recording Fee	15,705	0	(5,588)	6,140	6,140	6,140	0
107	Hotel/Motel	31,882	0	(7,315)	37,101	37,101	39,552	2,451
108	Criminal Justice	7,498	0	2,506	7,882	7,882	7,882	0
224	94 PWTF Loans-Industrial Park	187,725	0	(212)	188,113	188,113	188,113	0
225	CLID #94-01/94-02	76,015	0	52,446	74,700	76,200	76,200	0
226	CERB Loan-Water	79,132	0	68,000	74,913	107,213	107,213	0
227	CERB Loan-Sewer	56,127	0	47,101	57,086	57,086	57,086	0
300	Park Acqs'tn/Impvmt	120,000	0	(14,965)	120,000	120,000	120,000	0
301	CPR: General	634,217	0	80,912	604,721	608,926	608,926	0
302	CPR: Utilities	366,260	0	16,150	401,289	465,746	466,942	1,196
303	Fire Dept. Reserve	53,744	0	(803)	53,744	53,744	53,744	0
304	Equipment Acquisition Reserve	21,660	0	134	33,453	48,446	48,446	0
305	Downtown Revitalization	4,515	0	0	4,624	4,624	4,624	0
312	P/W Shop Acquisition	65,886	0	(404,351)	67,569	97,569	97,569	0
316	SR503 Improvements	835,000	0	95,264	835,000	856,000	856,000	0
319	Public Safety Facility	88,692	0	9,436	2,760,982	2,828,878	2,828,878	0
320	TIB Sidewalk Project	27,500	0	0	125,000	125,000	125,028	28
321	Horseshoe Lake Park Trail	1,474	0	0	81	81	81	0
323	Schurman Way & Guild Road	1,691,639	0	0	1,914,878	2,151,204	2,151,204	0
350	Impact Fees - School	27,500	0	(41,250)	27,500	33,000	41,250	8,250
351	Impact Fees - Fire	63,193	0	(34,774)	106,941	141,570	141,570	0
352	Impact Fees - Park	14,996	0	(10,750)	14,996	17,228	20,576	3,348
401	Water	1,257,816	0	59,877	1,312,756	1,269,717	1,292,974	23,257
402	Sewer	1,823,467	0	(49,524)	1,935,486	1,960,886	1,960,886	0
403	Garbage Collection	732,532	0	21,560	720,823	720,823	720,823	0
404	Davidson Alley Waterline	0	0		21,252	21,252	21,252	0
408	Water Pumping Treatment	1,071	0	1,065	1,071	1,071	1,071	0
411	Water Main Street Refurb Project	243,405	0	609	244,154	244,154	244,154	0
412	Utility Deposits	86,473	0	14,875	76,232	78,232	80,032	1,800
421	Water Utility Reserves	0	0	14,875	0	0	439	439
422	Sewer Utility Reserves	0	0	14,875	0	0	88,003	88,003
	Total	14,214,129	0	150,379	17,634,050	18,179,628	18,308,400	128,772

City of Woodland
Budget Amendments pending - Ord 1261

Approved by Finance Committee on January 28, 2013

Updated:

		Budget	Exp'd Increase	Exp'd Decrease	Revenue Increase	Revenue Decrease	Revised Amount
Hotel/Motel Tax - 107							
107 000 000 313 30 00 00	Hotel/Motel Tax	26,500			2,451		28,951
					2,451	0	
107 000 000 508 00 00 00	Ending Fund Balance	8,101	411				8,512
107 000 000 557 30 49 00	Tourism	29,000	2,040				31,040
	Tourism		2,451				
			2,451				
			2,451		2,451	0	
Capital Projects Reserves: Utilities - 302							
302 000 000 361 11 00 00	Investment Interest	1,200				(1,104)	96
302 000 000 368 10 00 00	Sewer Assessments	62,750			12,750		75,500
302 000 000 368 10 10 00	Water Assessments	49,400			8,400		57,800
302 000 000 381 20 40 00	Loan Repymt From 227: Principal	26,800				(13,850)	12,950
302 000 000 381 20 70 00	Loan Repymt From 316: Principal	18,200				(5,000)	13,200
					21,150	(19,954)	
302 000 000 508 00 00 00	Ending Fund Balance	82,246		(82,246)			0
302 000 000 597 21 01 00	Contribution to 421/Water Utility Reserves	0	(4,561)				(4,561)
302 000 000 597 22 01 00	Contribution to 422/Sewer Utility Reserves	0	88,003				88,003
			83,442	(82,246)			
			1,196		1,196		
Fund 302 -Capital Projects Reserve - Utilities balances transferred to two new funds - Funds 421, Water Reserves and 422, Sewer Reserves. Ordinance No. 1259							
Sidewalk Project - 320							
320 000 000 308 00 00 00	Beginning Fund Balance	0			28		28
					28	0	
320 000 000 597 00 00 01	Cotribution to 104/Street	125,000	28				125,028
			28	0			
			28		28	0	
Impact Fees - School - 350							
350 000 000 345 85 00 00	School Impact Fees	33,000			8,250		41,250
					8,250	0	
350 000 000 508 00 00 00	Ending Fund Balance	0	2,750				2,750
350 000 000 514 20 40 00	Admin Fess for WSD #404	334	58				392
350 000 000 514 30 00 00	Disbursement to WSD #404	32,666	5,442				38,108
			8,250	0			
			8,250		8,250		

City of Woodland

Budget Amendments pending - Ord 1261

Approved by Finance Committee on January 28, 2013

Updated:

		Budget	Exp'd Increase	Exp'd Decrease	Revenue Increase	Revenue Decrease	Revised Amount
Impact Fees - Park - 352							
352 000 000 345 85 00 00	Park Impact Fees	13,392			3,348		16,740
					3,348	0	
352 - Revenue Amendment							
352 000 000 508 00 00 00	Ending Fund Balance	2,232	3,348				5,580
			3,348	0			
352 - Expenditure Amendment							
Total 352 Amendments			3,348		3,348		
Water - 401							
401 000 000 333 10 66 00	USDA Forest Service - Arbor Day	0			200		200
401 000 000 343 40 00 00	Water Sales	887,235			19,193		906,428
401 000 000 343 40 01 00	Tax on Water Sales	46,982			1,008		47,990
401 000 000 361 11 00 00	Investment Interest	500			456		956
401 000 000 389 00 00 00	Installation Deposits	10,350			2,400		12,750
					23,257	0	
401 - Revenue Amendment							
401 000 000 508 00 00 00	Ending Fund Balance	151,691	15,307				166,998
401 000 000 589 00 00 00	Installation Deposit Refunds	2,000	2,950				4,950
401 000 000 597 21 01 00	Contribution to 421/Water Utility Reserves	0	5,000				5,000
			23,257	0			23,257
401 - Expenditure Amendment							
Total 401 Amendments			23,257		23,257		
Water/Sewer Deposits - 412							
412 000 000 389 00 00 00 00	Water/SewerUtility Deposits	24,500			1,800		26,300
					1,800	0	
412 - Revenue Amendment							
412 000 000 508 00 00 00 00	Ending Fund Balance	14,259	1,800				16,059
			1,800	0			
412 - Expenditure Amendment							
Total 412 Amendments			1,800		1,800		
Water Utility Reserves - 421							
Ordinance No. 1259 01/07/13							
421 000 000 397 21 01 00	Contribution from 302/CPR - Utilities	0				(4,561)	(4,561)
421 000 000 397 00 00 08	Contribution from 401/Water	0			5,000		5,000
					5,000	(4,561)	
421 - Revenue Amendment							
421 000 000 508 00 00 00	Ending Fund Balance	0	439				439
			439				
421 - Expenditure Amendment							
Total 421 Amendments			439		439		
Sewer Utility Reserves - 422							
Ordinance No. 1259 01/07/13							
422 000 000 397 21 01 00	Contribution from 302/CPR - Utilities	0			88,003		88,003
					88,003	0	
422 - Revenue Amendment							
422 000 000 508 00 00 00	Ending Fund Balance		88,003				88,003
			88,003				
422 - Expenditure Amendment							

City of Woodland

Budget Amendments pending - Ord 1261

Approved by Finance Committee on January 28, 2013

Updated:

	Budget	Exp'd Increase	Exp'd Decrease	Revenue Increase	Revenue Decrease	Revised Amount
Total 422 Amendments		88,003		88,003		

Total Budget Amendment : INCREASE TO REVENUES & EXPENDITURES

128,772

ADOPTED BUDGET 2012 18,179,628

REVISED BUDGET 2012 18,308,400