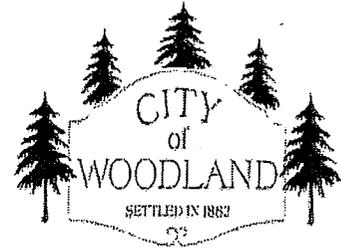


AGENDA

Woodland City Council Meeting

Monday, June 10, 2013
7:00 P.M.



1. CALL TO ORDER

2. ROLL CALL

3. CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will be no special discussion of these items unless a Councilmember or Citizen so requests, in which event will be removed from the Consent Agenda and will be considered separately under New Business.

- A. Minutes May 13, 2013; Regular Council Meeting**
- B. Minutes May 20, 2013; Special Meeting**

4. PUBLIC COMMENTS – Matters from the Floor

Individuals may address the Council about any item not contained on the regular agenda. Limit comments to 5 minutes. The Council may ask questions for clarification purposes but will take no official action on items discussed with the exception of referral to staff or with the agreement of the Council may be scheduled on the current or future agenda.

5. PUBLIC HEARINGS

- A. Variance; 2830 Maplewood Road, Steve Arundel requests a variance to exceed the maximum permitted grade alteration of three feet for a lot as it existed on June 14, 2010.**

6. NEW BUSINESS

- A. LMCIT Municipal Insurance Renewal**
- B. Review Quotes for Street Repairs and Patching**
- C. Contract for Services with Deephaven; Resolution No. 16-2013**
- D. 2013 MS4 Permit Updates**

7. OLD BUSINESS

- A. Hennepin County Design Division Manager Craig Twinem; Continued discussion regarding County Road 101 sidewalk**
- B. Drainage Culverts; Maplewood Circle East and Blaine Avenue**

8. MAYOR'S REPORT

9. COUNCIL REPORTS

- A. Newberry: Ordinances & Septic Ordinance & Inspections**
- B. Rich: Roads, Signs, Trees & Website**
- C. Carlson: Finance, Enterprise Funds, Intgov. Relations & MCWD**
- D. Massie: Public Safety & Deer Management**

10. ACCOUNTS PAYABLE

11. TREASURER'S REPORT

12. ADJOURNMENT

15 minutes will be allotted for public comments. If the full 15 minutes is not needed, the City Council will continue with the agenda.

City of Woodland, 20225 Cottagewood Road, Deephaven, MN 55331 – www.cityofwoodlandmn.org

**CITY OF WOODLAND
COUNCIL MEETING
MAY 13, 2013**

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Mayor Doak called the meeting to order at 7:00 P.M.

ROLL CALL

Present: Mayor James Doak; Council Members, Sliv Carlson, Chris Rich, Tom Newberry and John Massie

Staff: Zoning Administrator Gus Karpas, City Attorney Andrea McDowell Poehler and City Clerk Shelley Souers

Guests: Angus and Margaret Wurtele, Traci Tomas, Jeff Schoenwetter, Russ Swanson, Jack Pagel, Doug Gustner, Kathy Dittmer and Madeline Gustner, Kris Seehof, Dean Breitbach

CONSENT AGENDA

A. Minutes, April 8, 2013; Board of Appeals Meeting

B. Minutes, April 8, 2013; Regular Council Meeting

C. Resolution No. 13-2013; Extension of the Special Use Permit for 2750 Gale Road

Council Member Carlson moved to approve the consent agenda. Council Member Council Member Rich seconded the motion. Motion carried 5-0.

PUBLIC COMMENTS

None.

PUBLIC HEARING

A. Variance; 2925 Gale Road, JMS Custom Homes, LLC request variances of the minimum lot area, impervious cover and structure coverage, in conjunction with a subdivision of a section of 2925 Gale Road

B. Subdivision by waiving platting; 2900 Gale Road and 2925 Gale Road; Brad Hoyt and JMS Custom Homes, LLC

Zoning Administrator Karpas stated that JMS Custom Homes, LLC and Angus and Margaret Wurtele are requesting variances for the property located at 2925 Gale Road in conjunction with a subdivision/combination by waiving platting requirements. The subdivision/combination request is filed jointly with 2900 Gale Road, owned by Brad Hoyt. Karpas stated that the application on file for variance must also be signed by Mr. and Mrs. Wurtele whom have a purchase agreement for the property at 2925 Gale Road.

Mr. Jeff Schoenwetter owner of JMS Custom Homes, LLC stated that Mr. and Mrs. Wurtele currently have purchase agreement for 2925 Gale Road. The Wurteles did not have an agreement at the time the variance was applied for. Mr. Schoenwetter distributed a packet of materials to Council and staff, noting that they have adjusted the amount of property being divided and combined to 2900 Gale Road. The area to be divided and conveyed to 2900 Gale Road will be exactly 2,500 square feet. The balance of the lot would be combined with 2925 Gale Road. Mr. Schoenwetter stated that the title work regarding the easements can be straightened out with the conveyance of the parcel and filing with the County.

Mayor Doak opened the hearing and stated that the materials presented to Council by Mr. Schoenwetter were not the same as the materials submitted with the application and that staff had reviewed for the hearing. The staff report was prepared based on the documents and survey submitted by the applicants. Mayor Doak stated that asking Council to approve changes to documents at a hearing without advanced review was difficult and contradicted the City's well established procedure.

Mr. Schoenwetter stated that the public record of his property was muddled and the original documents were unclear. He wished to move the application forward and requested a revision in the application at the hearing.

Zoning Administrator Karpas expressed concern with approving a modified request without time to complete a review of the new data.

Mrs. Wurtele stated that she has an agreement to purchase the property with the division of 2,500 square feet to be removed.

Zoning Administrator Karpas stated that the applicants must present a new survey and legal description to reflect changes, along with a revised variance application that includes the Wurtele's signatures.

Mayor Doak suggested that instead of waiting for the next monthly meeting of the Council, a Special Meeting of the Council be called to review the revised application and expedite the processing of the variance and the associated subdivision.

City Attorney Andrea McDowell Poehler affirmed that the Council can meet in three days to continue the public hearing on the request for variances and subdivision.

Mr. Jack Pagel, 2940 Gale Road, stated that the driveway easement to access his property is in perpetuity.

Mayor Doak noted that a suggested condition contained in the staff report on the subdivision requires that the existing easements be unobstructed.

Council Member Rich stated that parcels do not need to be reconstructed to resolve private easement matters.

Mr. Schoenwetter stated that a private road easement still exists and the benefitted party is the City. The City needs to give the owners a quick claim deed for the easement.

City Attorney Poehler noted that if the City acquired the road area by prescriptive easement the only way to move ahead is to vacate the easement through the City.

Council Member Newberry moved to continue the public hearing and call for a Special Council Meeting to continue discussion on the variance to Monday, May 20, 2013 at 6:00PM. Council Member Massie seconded the motion. Motion carried 5-0.

Council Member Newberry moved to continue the public hearing for the subdivision/combination request to Monday, May 20, 2013. Council Member Rich seconded the motion. Motion carried 5-0.

City Attorney Poehler stated that Mr. and Mrs. Wurtele will need to sign the amended application prior to the continued hearing.

C. Ordinance No. 09-24; amending section 900 of the City Code defining a process for monitoring road conditions during construction projects and creating a road damage escrow. *First reading*

Mayor Doak noted that the City has considered a road damage escrow. The escrow charge would apply to building permits pulled for the physical alteration and repair of the structure envelope. Landscaping does not require permits and road damage escrow would not apply to landscaping at this time.

Mayor Doak opened the public hearing to consider the road damage escrow fee.

Mayor Doak stated that if road damage occurs due to a construction project, a homeowner will be allowed to make repairs to the road with an approved, licensed, and insured contractor.

Council Member Rich asked if the escrow fee could be based on the truck tonnage.

Zoning Administrator Karpas stated that road restrictions are in place and the police monitor truck weights.

Council Member Newberry noted a correction in the ordinance text, changing the word "dually" to duly.

There were no comments from the public

Mayor Doak closed the public hearing.

Council Member Newberry moved approval of Ordinance No. 09-24 and waived the second reading. Council Member Rich seconded the motion. Motion carried 5-0.

NEW BUSINESS

A. Request to consider chickens in the City, Doug Gustner & Kathy Dittmer, 2845 Stone Arch Road

Mr. Gustner and Ms. Dittmer, 2845 Stone Arch Road, provided Council Members with information and sample ordinances relating to chickens in urban communities. Mr. Gustner stated that he has lived in Woodland for 19 years. Their property consists of two acres. Mr. Gustner highlighted several of the benefits to raising chickens, one of which was that chickens make great pets.

In answer to Mayor Doak questions regarding the framework of an ordinance, Mr. Gustner agreed that guidelines should include a description of the coop and the run. The number of chickens should be limited and roosters prohibited. The coop should have reasonable setbacks from property lines and the principal structure. Mr. Gustner stated that the Council may want to consider requiring permission of neighbors and possible penalties for noncompliance of the permit guidelines.

Mayor Doak agreed that a permit process allows the City to monitor the location and conditions of the coop and the chickens. Consent from abutting neighbors may be a good idea. Mayor Doak noted that a chicken coop might be considered an accessory structure. The permit may be conditioned on maintaining sanitary conditions. If complaints are received and verified, the permit may be subject to revocation.

Council Member Rich stated that if the guidelines and setback parameter dictate the coop location and number of chickens and if all restrictions are adhered to, requiring consent from neighbors seems unnecessary.

City Attorney Poehler stated that it may not be legally binding to require the approval from neighbors.

Council Member Massie stated that he recently attended a local municipal meeting in which chickens were discussed and the matter was voted down. Massie stated that he like to read the minutes of that meeting to learn why chickens were prohibited.

Council Member Newberry suggested that the neighbor's role be similar to requests for permits issued for multiple dogs.

Mayor Doak, Council Member Newberry and Mr. Gustner agreed to draft an ordinance for review at future Council meetings.

B. County Road 101 sidewalk discussion

Mayor Doak noted that some time ago Woodland was presented with an initial plan from Hennepin County regarding the improvements along County Road 101 that included a multi-use path along the east side and a sidewalk along the west side.

The Council discussed the matter at previous Council Meetings. Council was not supportive of the proposed sidewalk for numerous reasons, some of which included the cost to the City and redundancy, given the multi use path on the east side. Several Woodland residents abutting County Road 101 were also not in support of the sidewalk.

Kris Seehof, 3018 County Road 101, stated that she lives along County Road 101 and is not in favor of a sidewalk.

Dean Breitbach, 3030 County Road 101, stated that he was not in favor of the sidewalk.

Mayor Doak stated that Hennepin County has asked Woodland to reconsider its decision on the sidewalk. It will provide a revised cost estimate to the City to be considered at the June meeting.

Mr. Breitbach expressed concern with his property becoming nonconforming, if the County acquires a portion of his property for the sidewalk.

C. Ordinance No. 03-19; amending section 305 fee schedule to establish fees. *First reading*
Council reviewed Ordinance No. 03-19; amending the fee section to add a road escrow fee. The escrow fee is tiered and based on the value of the construction project. The fee will be collected in conjunction with all building permits for construction activity that includes the physical alteration or repair of the structure envelope. Any balance of the road damage escrow will be returned with no accrued interest.

Council Member Carlson moved to approve the ordinance, as amended (setting the escrow fees at \$2,500, \$3,500 and \$4,500 relative to the job value as outlined in Ordinance 03-19). Council Member Massie seconded the motion. Motion carried 5-0.

D. Road conditions and summer repairs

Council Member Rich stated that Breezy Point Road and Maplewood Road have a number of large potholes. The engineer has identified several areas where the pavement should be cut-out and the area resurfaced. This large scale patching would provide the base for a future overlay or chip seal project. The City is seeking quotes on the repair work. In the interim, Cornerstone will place asphalt in the deep potholes.

Culvert repair and replacement

Council reviewed quotes for the repair of the culvert under Blaine Avenue and the culvert under Maplewood Circle East. The City will consider the options and the costs associated with repairs.

E. Tree Removal Policy

Council reviewed a policy dictating routine and emergency tree removal procedures. Council Member Rich moved to approve the Policy for Roadside Mowing, Routine and Emergency Tree and Brush Removal. Council Member Carlson seconded the motion. Motion carried 5-0.

F. LMCD 2014 Budget – Review of Options 1 & 2

Council reviewed the 2014 budget scenarios from the LMCD. It was noted that budget option 2 would increase the levy by 17% with \$1,109 in additional annual dues.

Council Member Newberry stated that residents would most likely support a levy increase for AIS control to a certain point. However, if budget option 2 is a precursor to an annually increasing levy for AIS control, there may be less interest.

Council Member Rich expressed concern with the long term affect of chemicals in the lake.

Mayor Doak will send comments to the LMCD regarding the budget concerns expressed by Council and the concern with long term use of chemicals.

MAYORS REPORT

LMCD Bow-Fishing

Mayor Doak reported that the LMCD has passed a lake wide bow-fishing ordinance. Some aspects of the ordinance include:

1. Conducted in compliance with all state law, rules, regulations, and local ordinances including, but not limited to, MN Statutes, Sec. 97C.376 and MN rules, Part 6262.0600.
2. Activity is prohibited from one-half hour after sunset to sunrise;
3. From November 15th to May 1st; and
4. Law enforcement officers are authorized to cease bow-fishing on the Lake when considered in the interest of the public peace and safety to do so.

The process provides more defined enforcement of the LMCD's rules and regulations pertaining to bow fishing. The ordinance does not offer the enforcement of additional member city ordinances that may be more restrictive than either state law or the LMCD ordinance.

Shared Driveway

Mayor Doak reported that he spoke with a resident who is seeking to create shared driveway that would cross a designated fire alley. Persons have the right to cross over a fire alley, but cannot impede or block a fire alley in any manner. There is no parking in the fire lanes. No storage of boats or vehicles and no picnicking. The fire alleys are not an access for non lakeshore owners to get to the lake. An easement is not necessary to cross a fire alley.

Council Member Newberry noted that City Ordinance dictates a five foot setback from the side yard for driveways that may result in the need for a variance to extend a driveway across a fire lane, separating two properties in common ownership.

Mayor Doak agreed that a variance may be necessary for the driveway to address the setback requirement.

COUNCIL REPORTS

A. Ordinances & Septic Ordinance & Inspections

Council Member Newberry reported that he had reviewed the ordinance language in Chapter 4 and recommends several updates to reflect the current state of the City. Staff will work with Council Member Newberry to prepare the ordinance changes for Council review.

B. Roads, Signs, Trees, & Website

Council Member Rich reported that Shorewood Tree Service will be removing a dead tree along Woolsey Lane before it becomes a problem.

Mike Lentz has taken photos for use on the new website and will provide the City with an invoice.

Council Member Rich reported that he is working with GovOffice to select a design format and mapping for the website. GovOffice and DreamHost, the City's current site, will run simultaneous for a short period of time to make certain that everything is running smoothly.

C. Finance, Enterprise Funds, Intgov. Relations & MCWD

Council Member Carlson provided a summary of legislative discussion and actions and the redistricting plan for the Met Council.

D. Public Safety & Deer Management

Council Member Massie reported that the police department has seen an increase in thefts from automobiles.

ACCOUNTS PAYABLE

Mayor Doak moved to approve the accounts payable as presented. Council Member Rich seconded the motion. Motion carried 5-0.

TREASURER'S REPORT

Council Member Carlson moved to approve the accounts payable as presented. Council Member Newberry seconded the motion. Motion carried 5-0.

ADJOURNMENT

Council adjourned by consent at 9:30 P.M.

ATTEST:

Shelley J. Souers, City Clerk

James S. Doak, Mayor

**CITY OF WOODLAND
SPECIAL COUNCIL MEETING
MAY 20, 2013**

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Mayor Doak called the Special Council Meeting to order at 6:00 P.M.

ROLL CALL

Present: Mayor James Doak; Council Members, Tom Newberry and John Massie

Absent: Council Members Chris Rich and Sliv Carlson

Staff: Zoning Administrator Gus Karpas and City Clerk Shelley Souers

Guests: Traci Tomas, Russ Swanson, and Jeff Schoenwetter,

PUBLIC HEARINGS - continued

A. Variance; 2925 Gale Road, JMS Custom Homes request variances of the minimum lot area, impervious cover and structure coverage, in conjunction with a subdivision of a section of 2925 Gale Road

Mayor Doak opened the public hearing to consider the variance request for 2925 Gale Road, from JMS Custom Homes, LLC and Angus and Margaret Wurtele. Mayor Doak stated that the hearing is a continuation of the Monday, May 13 public hearing.

Zoning Administrator Karpas summarized the dual request by the applicants for variance and subdivision by waiving platting. Karpas stated that over the years the wetland along the south of 2925 Gale Road has encroached further onto the property from when the house was built. Karpas noted that the request is consistent with the intent of the ordinance and maintains a single family parcel. Karpas stated that he recommends approval of the request based on the following findings; **(a)** Section 900.01 outlines the purpose and intent of the ordinance as the principal means of attaining the goals and standards set forth in Woodland's Comprehensive Plan, including preservation of open space, scenic views, natural topography and habitat, wetlands, lakes, indigenous vegetation and trees, and rehabilitation of existing housing units on their present location -- the proposal does not run contrary to this intent; **(b)** the request is consistent with the Comprehensive Plan's Housing Elements Goals and Policies which promotes the development of residential property within the city; **(c)** The request, as presented, would not alter any of the existing improvements on the property. Rather, it would create non-conformities through the reduction of lot area. The use of the property for a single family home is reasonable and consistent with the neighborhood; **(d)** The plight of the homeowner is created by the nature of the lot in which over forty percent of the lot area is either wetland or easement area for roads and driveways. In one case, the easement does not even contain any type of travel surface and probably should have been extinguished. In the other, the area of the lot is not static in that meandering of the wetland boundary dictates its lot area and currently has pushed the lot area

well under the minimum required lot area even before the proposed division; and (e) The proposal would not create a noticeable difference in the neighborhood since the proposal is a land transfer. Future requests to alter the structure would require Council approval and further impact on the essential character of the locality can be addressed at that time.

Karpas stated that the proposal permits the city the opportunity to control what happens to PID 18-117-22 22 0007. Being a separate lot of record, it could be conveyed separately unless the city sought legal action to prevent such a transaction. By approving a variance and a subsequent subdivision/combination, conditions can be applied that can be filed with the title of the property and provide guidance to future councils.

Karpas stated that there are no structural alterations proposed at this time for the residence.

There being no comments, Mayor Doak closed the hearing on the variance at 6:06pm.

B. Subdivision by waiving platting; 2900 Gale Road and 2925 Gale Road; Brad Hoyt & JMS Custom Homes

Doak opened the public hearing to consider the subdivision request for 2925 and 2900 Gale Road, from JMS Custom Homes, LLC and Angus and Margaret Wurtele and Brad Hoyt. Mayor Doak noted that the subdivision public hearing is a continuation of the Monday, May 13 hearing.

Zoning Administrator Karpas stated that the proposed subdivision request will clean up the existing easements. Karpas stated that he recommends approval of the subdivision request based on the following findings; the proposal complies with the criteria for the approval of a subdivision outlined in Chapter 8 of the City Ordinances in that a) the review by the City Attorney found no conflicts with the Minnesota State Statutes; b) the proposed subdivision will not impact community planning and conforms with the existing and planned streets in the surrounding areas; c) the proposed subdivision will not include immediate developments which would impact grading, run-off or street surfaces; and d) the proposed subdivision would have no impact on the use and enjoyment of the surrounding properties or other properties in the community.

Zoning Administrator Karpas recommended that the following conditions be applied to approval of the subdivision.

- The portions of the subdivided parcel must be absorbed by the larger, adjacent parcels so that only two PIDs remain at the completion of the subdivision/combination process.
- That portion of the property subdivided north of Gale Road and to be attached to 2900 Gale Road cannot be used for the storage of material of any kind and is limited to the parking of licensed operable passenger vehicles owned by the property owner or their short term guests.
- The existing easements shall remain unobstructed.
- No building permit may be issued for any dimensional alteration of the structure located at 2925 Gale Road without a variance granted by the City Council.

- The vacant unused road easement on 2925 Gale Road must be extinguished. This process must begin within 90 days of the issuance of new property identification numbers (PIDs) for the property.
- After the issuance of new PIDs, individual certified surveys must be submitted for both 2900 Gale Road and 2925 Gale Road showing final lot dimensions and legal descriptions.

There being no comments, Mayor Doak closed the subdivision hearing at 6:12pm.

Council Member Newberry moved to approve the requests for variance and subdivision by JMS Custom Homes, LLC and Angus and Margaret Wurtele and Bradley Hoyt for 2925 and 2900 Gale Road as presented to the Council with the findings and conditions specified and recommended in the staff report for the variance and subdivision by waiving the platting requirements. Council Member Massie seconded the motion. Motion carried 3-0.

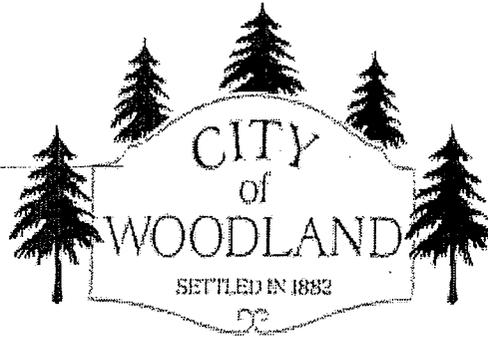
ADJOURNMENT

Council Member Newberry moved and Council Member Massie seconded the motion to adjourn. Meeting adjourned at 6:17pm.

ATTEST:

Shelley J. Souers, City Clerk

James S. Doak, Mayor



Agenda Date: 06-10-13

Agenda Item: Variance request to exceed the maximum permitted grade alteration for an existing foundation for a proposed single family home at 2830 Maplewood Road

Summary: Steve Arundel is requesting a variance to exceed the maximum permitted grade alteration of three feet for a lot as it existed on June 14, 2010 for an existing foundation constructed for a new single family home. Since the foundation has already been constructed, the applicant is asking the Council to approve the existing grading.

The applicant submitted an application to construct a new single family home foundation last fall, prior to the submittal of the complete plans for the new structure. This was done in order to dig and set the foundation prior to the ground freezing. The foundation plan was reviewed by the Zoning Administrator and City Engineer and found to be in compliance with the city ordinances as they relate to zoning and grading. Once the foundation was completed, the applicant submitted the required as-built foundation survey. The as-built survey indicated that not only had the shape of the foundation change, its location had also changed. The reshaped/relocated foundation was not reviewed by city staff prior to its placement.

The new location of the foundation still complied with the required setbacks, but necessitated the alteration of grade greater than three feet in violation of Section 900.17(4)(a) of the city code. The City Engineer has discussed the situation with the property owner and has approved a solution to that would bring the property into compliance with the ordinance. The property owner has referenced this solution in his application material.

The property owner would like the Council to consider granting a variance instead of requiring compliance with the ordinance because the alteration would be unnoticeable since it would be placed under a proposed deck and screened by landscaping. He feels his intentions were good in that the foundation was moved to save a mature tree.

- **Ordinance Section 900.17(4)(a) permits a maximum grade alteration of three feet. The applicant is seeking alter the grade up to six feet for the existing foundation and is seeking a variance to exceed the maximum permitted grade alteration by three feet.**

In reviewing this request the City Council must consider the criteria outlined in Section 900.14 of the ordinance:

Practical Difficulty Standard

- (a) That the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance;
- (b) The plight of the homeowner is due to circumstances unique to the property and not created by the landowner;
- (c) The variance, if granted, will not alter the essential character of the locality.
- (d) Economic considerations alone do not constitute practical difficulties.

- (e) For existing developments, not served with municipal sewer and water, a complying sewage treatment system is present for the intended use of the property. The variance, if issued, must require reconstruction of a nonconforming sewage treatment system.

Economic considerations alone shall not constitute practical difficulties.

Findings

- (a) The variance is in harmony with the purpose and intent of the ordinance.
- (b) The variance is consistent with the comprehensive plan.
- (c) The proposal puts the property to use in a reasonable manner.
- (d) There are unique circumstances to the property not created by the landowner.
- (e) The variance, if granted, will not alter the essential character of the locality?

STAFF RECOMMENDATION:

*Staff recommends **Denial** for variance request to exceed the maximum permitted grade alteration by three feet for the existing foundation as presented for 2830 Maplewood Road.*

FINDINGS BASED ON THE REVIEW AND APPROVAL PROCESS IN SECTION 900.14 OF THE ORDINANCE:

Findings

- (a) Is the variance in harmony with the purpose and intent of the ordinance?

Section 900.01 outlines the purpose and intent of the ordinance as to preserve and protect the residential character of the City, preserve the property values within the City, and promote the health, safety and public welfare. The proposal maintains the residential character of the City, preserves the property values of the City and will not negatively impact the health, safety and public welfare of the City.

- (b) Is the variance consistent with the comprehensive plan?

The request is consistent with the Comprehensive Plan in that it maintains the residential single family use of the community.

- (c) Does the proposal put property to use in a reasonable manner?

The property maintains a reasonable residential use without the issuance of a variance.

- (d) Are there unique circumstances to the property not created by the landowner?

The plight of the homeowner was created by the homeowner. Had the homeowner submitted the alternate location for his foundation, he would have been informed of the grading issue and permitted to make alterations to his plan. Even so, he has met with the City Engineer and developed a plan to remedy the violation, even taking the initial steps to do so by placing tar paper on the side of the home.

The argument that requiring compliance with the ordinance interferes with the proposed landscaping does not meet the practical difficulty standard since landscaping can be altered and in theory has already been altered since the shape and location of the original foundation has been changed.

- (e) Will the variance, if granted, alter the essential character of the locality?

The proposed location of the grade alteration is reasonable. Due to its location on the structure and placement on the property, there would be no visual impact on the subject property and those adjacent. The alteration would be located under an elevated deck and screened by landscaping.

Even so, Staff feels approving the variance would set precedence by allowing property owners to the option seek variances after grading work has been completed rather than following the process outlined in the city code.

Council Action: Action required by July 2, 2013. Possible motions ...

1. I move the Council approve the variance request as presented by Steve Arundel to exceed the maximum permitted grade alteration by three feet as measure from the grade of the lot based on the elevation on June 14, 2010 for the existing foundation as presented for 2830 Maplewood Road based on the Findings _____, and direct staff to draft a Resolution include those findings for the Council's review and adoption at their July 8th meeting.
2. I move the Council adopts the recommendation and findings of staff to deny the variance request of Steve Arundel to exceed the maximum permitted grade alteration by three feet as measure from the grade of the lot based on the elevation on June 14, 2010 for the existing foundation as presented for 2830 Maplewood Road based on the Findings stated below:

Findings. The motion is based on the following findings: **(a)** Section 900.01 outlines the purpose and intent of the ordinance as to preserve and protect the residential character of the City, preserve the property values within the City, and promote the health, safety and public welfare. The proposal maintains the residential character of the City, preserves the property values of the City and will not negatively impact the health, safety and public welfare of the City; **(b)** the request is consistent with the Comprehensive Plan in that it maintains the residential single family use of the community; **(c)** the property maintains a reasonable residential use without the issuance of a variance; **(d)** the plight of the homeowner was created by the homeowner. Had the homeowner submitted the alternate location for his foundation, he would have been informed of the grading issue and permitted to make alterations to his plan. Even so, he has met with the City Engineer and developed a plan to remedy the violation, even taking the initial steps to do so by placing tar paper on the side of the home. The argument that requiring compliance with the ordinance interferes with the proposed landscaping does not meet the practical difficulty standard since landscaping can be altered and in theory has already been altered since the shape and location of the original foundation has been changed; and **(e)** the proposed location of the grade alteration is reasonable. Due to its location on the structure and placement on the property, there would be no visual impact on the subject property and those adjacent. The alteration would be located under an elevated deck and screened by landscaping.

3. I move the Council asks the applicant to provide written approval for a further extension for a decision on their request to permit the Council more time to render a decision on the request.

Note: MN statute 15.99 requires a council decision within 60 days. The council may approve or modify a request based on verbal findings of fact and the applicant may proceed with their project. However, if the council denies the request, the council must state in writing the reasons for denial at the time that it denies the request. The council may extend the 60-day time limit by providing written notice to the applicant including the reason for the extension and its anticipated length (may not exceed 60 additional days unless approved by the applicant in writing).

RECEIVED
MAY 2 2013

Variance Application
City of Woodland
20225 Cottagewood Road
Deephaven, MN 55331
952-474-4755
www.cityofwoodlanmn.org



Applicant is (circle one) Owner Developer Contractor Architect Other _____

Property address for which variance is requested 2830 MAPLEWOOD RD.

Applicant (individual or company name): Steve Arundel

Contact for Business: _____ Title: _____

Address: 15500 MINNETONKA BLVD. City: MTRK State: MN Zip: 55345

Wk Phone: 952-476-6700 Hm Phone: 612-504-4244

Email address: Steve@briteair.com Fax: 952-475-0665

Present use of property: RESIDENCE

Property acreage: 6.2 Acres _____ Square Feet

Existing Variances: Yes _____ No X

If yes, please explain _____

Describe Request: Build New _____ Add On _____ Remodel X Replace _____

What is the Variance being requested for: ALLOW FOR GRADE TO BE LOWERED MORE THAN 3 FEET

Variance for:

	Required	Proposed
Side Yard	_____ feet	_____ feet
Front Yard	_____ feet	_____ feet
<u>X</u> Rear Yard	<u>N/A</u> feet	<u>N/A</u> feet
Lake setback	_____ feet	_____ feet
Building height	_____ feet	_____ feet
Structure height	_____ Feet	_____ feet
Wetland	_____ feet	_____ feet
Impervious Cover	_____ sq ft	_____ Sq ft
Shoreland	_____ feet	_____ feet
Massing	_____ volume	_____ volume
Other	_____ feet	_____ feet
If other, please explain		

MAKING YOUR CASE FOR THE GRANT OF A VARIANCE

STATE LAW: Minnesota Statutes 462.357 controls the grant of variances to established zoning codes. Before a variance can be granted the Applicant must establish to the satisfaction of the City that: A) Strict enforcement of the applicable code would cause a practical difficulty because of circumstances unique to the individual property under consideration, and; B) the grant of the requested variance will be in keeping with the spirit and intent of the ordinance.

"Practical Difficulty" as used in connection with the granting of a variance means: 1) the property in question cannot be put to a reasonable use if used under conditions allowed by the official controls; 2) the plight of the landowner is due to circumstances unique to the property not created by the landowner, and 3) the variance, if granted, will not alter the essential character of the locality.

NOTICE: Simple inconvenience of a landowner or occupant, including self-created situations, are not considered a practical difficulty under Minnesota case law.

Economic considerations alone shall not constitute a practical difficulty if reasonable use of the property exists under the ordinance. (MIN Statutes 462.357)

If you have difficulty establishing a practical difficulty please consider alternatives to your construction plans that may remove the need for a variance.

The Applicant must respond fully and in detail to each of the following questions and data requests or the Application may be rejected as incomplete.

Establishing that the requested variance will be in keeping with the spirit and intent of the Zoning Code:

The requested variance, if granted, will be in keeping with the spirit and intent of the City Zoning because:

THE CITY ENGINEER HAS ALREADY STATED THAT MY REQUEST "DOES NOT" GO AGAINST THE SPIRIT AND INTENT OF THE ORDINANCE

Establishing Practical Difficulty:

1. The landowner's (Applicant's) property cannot be put to a reasonable use if used under conditions allowed by the official controls because:

BACK YARD LANDSCAPING WOULD HAVE TO BE DRAMATICALLY ALTERED

2. The plight of the landowner (Applicant) is due to circumstances unique to the property not created by the landowner property because:

APPLICANT SAVED MATURE TREE, THUS CREATING ORDINANCE VIOLATION

3. The variance, if granted, will not alter the essential character of the locality because:

SMALL AREA WHERE VARIANCE IS REQUESTED IS NOT VISIBLE TO OTHER PROPERTIES

RECEIVED

MAY 2 2013

Establishing the variance, if granted, will not adversely impact the rights of others:

Describe the effect of the variance, if granted, on neighboring properties and on the neighborhood in general:

NONE

Describe the effect of the variance, if granted, on supply of light and air to adjacent properties.

NONE

Describe the effect of the variance, if granted, on traffic congestion in the public street.

NONE

Describe the effect of the variance, if granted, on the danger of fire.

NONE

Describe the effect of the variance, if granted, on the danger to public safety.

NONE

Describe the effect of the variance, if granted, on established property values in the surrounding area.

NONE

Describe the effect of the variance, if granted, on the impairment of the public health, safety or welfare.

NONE

Applicant(s) have determined that the following approvals may be necessary from other regulatory bodies:

_____ LMCD # 952-745-0789

_____ Watershed District # 952-471-0590

Applicant's Acknowledgement & Signature(s)

This is to certify that I am making application for the described action by the City and that I am responsible for complying with all City requirements with regard to this request. This application should be processed in my name, and I am the party whom the City should contact about this application. The applicant certifies that the information supplied is true and correct to the best of his/her knowledge.

MAY 2 2013

The undersigned also acknowledges that she/he understands that before this request can be considered and/or approved, all required information and fees, including any deposits, must be paid to the City, and if additional fees are required to cover costs incurred by the City, the City has the right to require additional payment from one or more of the undersigned, who shall be jointly liable for such fees.

An incomplete application will delay processing and may necessitate a re-scheduling of the review time frame. The application time line commences once an application is considered complete when all required information and fees are submitted to the City. The applicant recognizes that he/she is solely responsible for submitting a complete application being aware that upon failure to do so, the staff has no alternative but to reject it until it is complete or to recommend the request for denial regardless of its potential merit.

A determination of completeness of the application shall be made within 15 business days of the application submittal. A written notice of application deficiencies shall be mailed to the applicant with in 15 business days of application.

I am the authorized person to make this application and the fee owner has also signed this application.

Applicant's Signature: Steve Arnold Date: 4/28/13

Signature: _____ Date: _____

Owner's Acknowledgement & Signature(s)

I am / we are the fee title owner of the above described property. I / we further acknowledge and agree to this application and further authorize reasonable entry onto the property by City Staff, Consultants, agents, and City Council Members for purposes of investigation and verification of this request.

Owner's Signature: Steve Arnold Date: 4/28/13

Owner's Signature: _____ Date: _____

Note – Both signatures are required, if the owner is different than the applicant, before we can process the application, otherwise it is considered incomplete.

WOODLAND

HARDCOVER CALCULATION WORKSHEET

The Woodland City Council adopted an ordinance limiting the percentage of lot area that can be covered with impervious surface. Studies have shown that sediments, oils, and debris carried into the lake from urbanized areas have a detrimental impact on the quality of water in the lake.

Ordinance 900.02, Subd. 20

Impervious Surface - Means a surface that will not permit the passage of rainwater through it, including such surfaces as roofs, awnings, concrete or bituminous driveways, walkways, tennis courts, swimming pools and patios and plastic landscape sheets or barriers. In determining impervious surface area of a house or other structure, the entire area of the roof will be considered impervious surface, together with any additional impervious surface areas. For purposes of this Code slatted decking will be deemed to be 90% impervious.

Ordinance 900.10

Lot Coverage - Except for lots which contain an area of less than 16,500 square feet and are served by City sanitary sewer and City water, the percentage of lot area covered by all buildings may not exceed 10 percent, and the total percentage of lot area covered by an impervious surface, including the area covered by buildings, may not exceed 25 percent. Except in the Assembly Grounds, the percentage of lot area within the shore impact zone covered by an impervious surface may not exceed 10 percent. For lots which contain an area of less than 16,500 square feet and are served by City sanitary sewer and City water, the percent of lot area covered by an impervious surface, including the area covered by buildings, may not exceed 40 percent, provided that such percentage may be increased to up to 45 percent upon the issuance of a special use permit. Applications for a special use permit to increase the percentage of lot area that may be covered by an impervious surface to up to 45 percent shall be made under Section 900.15.

Property Address 2830 MARLEWOOD ROAD

Date 12-5-12

STEVE ARMANDEL

Existing Hardcover

House	x	<u>1995</u>	
Length	Width	Sq. Feet	
	x	=	
Garage	x		
Other Buildings	x	<u>100</u>	
	x	=	
Driveway	x	<u>3850</u>	
Sidewalks	x	<u>350</u>	
		<u>70</u>	
Patio	x		
Decks	x	<u>1319</u>	
		90%	
Other landscape	x	<u>50</u>	
Total		<u>7734</u>	(BEING REMOVED)

Proposed Hardcover

House	x	<u>3442</u>	
Length	Width	Sq. Feet	
	x	=	
PORCH	x	<u>174</u>	
Garage	x		
Other Buildings	x		
	x	=	
Driveway	x	<u>2980</u>	
Sidewalks	x	<u>75</u>	
		<u>30</u>	
Patio	x		
Decks	x		
		90%	
Other landscape	x		
Total		<u>6701</u>	

Total Existing & Proposed Impervious Cover = 6701 Square Feet

Total Lot Area = 256,237 Square Feet

Hardcover 6701 ÷ Lot Area 256,237 x 100 = 2.62 %
(Existing & Proposed square feet)

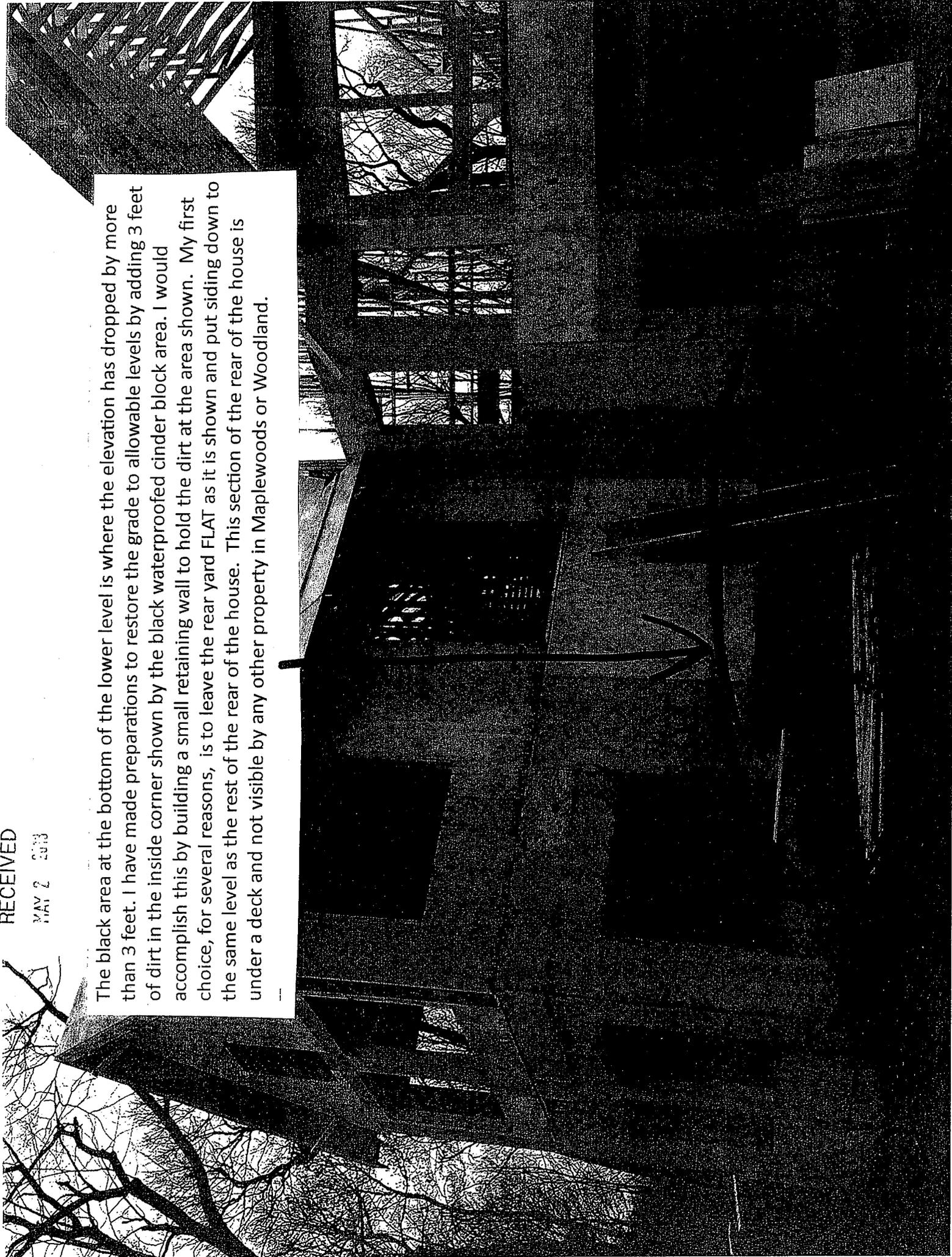
Signature Mark S. Goldberg Date 12-5-12

GOLDBERG & ASSOCIATES, INC.

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MAY 2 2013

The black area at the bottom of the lower level is where the elevation has dropped by more than 3 feet. I have made preparations to restore the grade to allowable levels by adding 3 feet of dirt in the inside corner shown by the black waterproofed cinder block area. I would accomplish this by building a small retaining wall to hold the dirt at the area shown. My first choice, for several reasons, is to leave the rear yard FLAT as it is shown and put siding down to the same level as the rest of the rear of the house. This section of the rear of the house is under a deck and not visible by any other property in Maplewoods or Woodland.



① 2830 MAPLEWOOD RD.
WOODLAND 55391

② Steve Arnold
612

⑨ NO

45

FOUNDATION SURVEY SUBMITTED
FOR BUILDING PERMIT

256.20 DESCRIBED
256.41 MEASURED

Soil
Stock Piling
Site

PARKING

USE EXISTING GRAVEL
DRIVEWAY AS A ROCK
CONSTRUCTION ENTRANCE

LOT 1

LOT 2

N 17°47' 00" E

N 09°10' 35" W

S 53°44' 10" E 160.89

S 33°15' 40" E 262.06

S 37°59' 34" E 159.1

MAPLEWOOD ROAD

MOST N'LY
COR OF
LOT 2

100 YEAR FLOODPLAIN

EDGE OF LOW GROUND

PROPOSED
SILT FENCE

EXISTING HOUSE
TO BE REMOVED

PROPOSED
CONCRETE
WASHOUT
AREA

DUMPSTER

EXISTING GRAVEL DRIVEWAY

UNCLOSED
HOUSE

#2830

SCREEN PORCH

PORCH

TOILET

954

952

950

948

946

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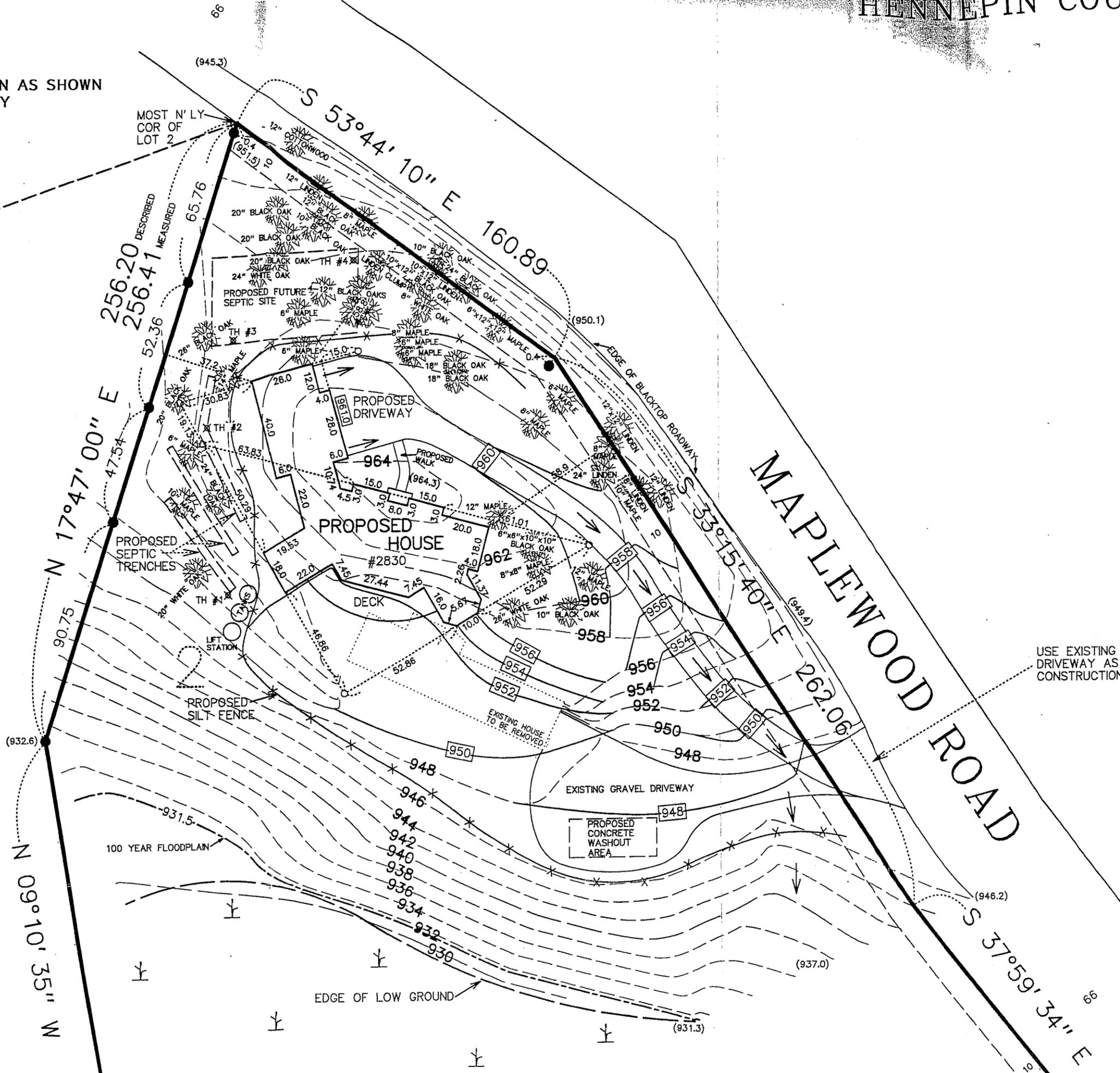
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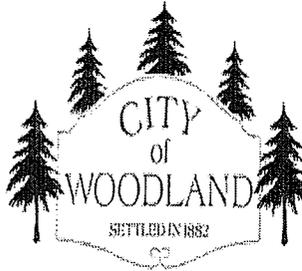
ACTUAL FOUNDATION AS SHOWN ON AS-BUILT SURVEY

LOT 1
LOT 2



USE EXISTING DRIVEWAY AS CONSTRUCTION

WOODLAND CITY COUNCIL



MEETING DATE: June 4, 2013
FROM: Shelley Souers, City Clerk
SUBJECT: Review Quotes for Patching of Breezy Point Road & Maplewood Road

OVERVIEW

The City has an ongoing street management plan that includes restoration of the public streets throughout Woodland. The streets receive a seal-coating or asphalt overlays, based on their overall condition and depending on the last improvement completed and as deemed necessary by the City Engineer.

The main roadways through Woodland suffered numerous potholes this past winter season. The near-term plan includes a major restoration to Breezy Point Road. In an effort to repair the major pothole damage and prepare the road surface for future road improvements or overlays, the engineer has recommended patching of the deteriorated areas with asphalt.

Four quotes were received for the asphalt patch repairs based on a Square Foot price breakdown for both the Original Proposed areas as well as for the Extra Locations.

Barber Construction:

5,646 sf @ \$4.66/sf = \$26,310.36 (base bid per our tour)
3,730 sf @ \$4.66/sf = \$17,381.80 (alternate bid)
Total = \$43,692.16

Allied Blacktop

5,646 sf @ \$5.69/sf = \$32,125.74 (base bid per our tour)
3,730 sf @ \$5.69/sf = \$21,223.70 (alternate bid)
Total = \$53,349.44

Midwest Asphalt

5,646 sf @ \$7.00/sf = \$39,522.00 (base bid per our tour)
3,730 sf @ \$8.00/sf = \$29,840.00 (alternate bid)
Total = \$69,362.00

JBT Black Topping

5,646 sf @ \$4.50/sf = \$25,407.00
3,730 sf @ \$4.50/sf = \$16,785.00
Total = \$42,192.00

Location	Dimensions (ft)	Area (sf)
Site 1: Breezy Point Road, East of East Road, Eastbound Lane	14 x 50	700
Site 2: Breezy Point Road, West of West Road, Eastbound Lane (@17865)	12 x 75	900
Site 3: Breezy Point Road at Breezy Heights Road, Full Width	25 x 50	1250
Site 4: Breezy Point Road, East of Woolsey Lane, Eastbound Lane (@18205)	12 x 20	240
Site 4: Breezy Point Road, East of Woolsey Lane, Eastbound Lane (@18205)	12 x 65	780
Site 5: Breezy Point Road at Woolsey Lane, Westbound Lane	12 x 8	96
Site 5: Breezy Point Road at Woolsey Lane, Eastbound Lane	12 x 50	600
Site 6: Breezy Pint Road, Westbound Lane	12 x 15	180
Site 7: Maplewood Road, South of Breezy Point Road, Northbound Lane	12 x 60	720
Site 8: Maplewood Circle West @ Cedar Ridge Road	12 x 15	180
Total Area	135 x 408	5646

Additional Locations (Prioritized with Site A Being Highest Priority)	Dimensions (ft)	Area (sf)
Site A: Breezy Point Road Just East of Maplewood Road, Eastbound Lane	12 x 20	240
Site B: Breezy Point Road Just East of 18085, Westbound Lane (at Low Point)	12 x 20	240
Site B: Breezy Point Road Just East of 18085, Eastbound Lane (at Low Point)	12 x 60	720
Site C: Breezy Point Road (@18085), Westbound Lane	12 x 10	120
Site C: Breezy Point Road (@18085), Westbound Lane	8 x 8	64
Site C: Breezy Point Road (@18085), Westbound Lane	6 x 6	36
Site D: Breezy Point Road Just West of CR 101, Eastbound Lane	7 x 21	147
Site D: Breezy Point Road Just West of CR 101, Eastbound Lane	21 x 28	588
Site E: Breezy Point Road West of CR 101 at East Side of Wetland Area	15 x 105	1575
Total Area	105 x 278	3730

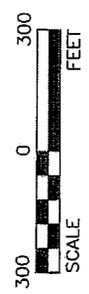


ORIGINAL APPROVED

CITY OF WOODLAND
ADDRESS MAP

FIGURE NO. 1

BOLTON & MENK, INC.
Consulting Engineers & Surveyors
MANKATO, MN FARGHOUT, MN SLEEPY EYE, MN WILLMAR, MN
BURNSVILLE, MN CHASKA, MN AMES, IA



JUNE, 2006



CITY OF WOODLAND
ADDRESS MAP

BOLTON & MENK, INC.
Consulting Engineers & Surveyors
MANKATO, MN FAIRMONT, MN SLEEPY EYE, MN WILLMAR, MN
BURNSVILLE, MN CHASKA, MN AUES, IA

300 0 300
SCALE
FEET

JUNE, 2006

FIGURE NO. 1

8/2/12 3:55 pm

From: David Martini [mailto:davidma@bolton-menk.com]
Sent: Monday, May 13, 2013 3:57 PM
To: Chris Rich
Cc: Art Taylor
Subject: Street Quotes

Chris,
We received three quotes for the street patching:

Barber Construction:

5,646 sf @ \$4.66/sf = \$26,310.36 (base bid per our tour)
3,730 sf @ \$4.66/sf = \$17,381.80 (alternate bid)
Total = \$43,692.16

✓ **Allied Blacktop**

5,646 sf @ \$5.69/sf = \$32,125.74 (base bid per our tour)
3,730 sf @ \$5.69/sf = \$21,223.70 (alternate bid)
Total = \$53,349.44

✓ **Midwest Asphalt**

5,646 sf @ \$7.00/sf = \$39,522.00 (base bid per our tour)
3,730 sf @ \$8.00/sf = \$29,840 (alternate bid)
Total = \$69,362.00

Based on these quotes we would recommend awarding the work to Barber Construction. If you are concerned about the cost of the work I believe we can review the scope of work and make adjustments to lower the cost after the contractor is hired. We can also negotiate a price for pothole patching at that time.

I have attached the actual quotes for your review. The following is the e-mail we received from Barber Construction:

Hello Art,
Please find attached the price for woodland patching.

\$4.66 per SF 9" CL 5, 2.5" base and 2" wear. Your specs.
Base bid area 5646 sf @ 4.66 = \$26,310.36
additional areas 3730 @ 4.66 = \$17,381.80

Total = \$43,692.16

Thank You, Jerry Barber



P.O. BOX 5477 • HOPKINS, MINNESOTA • 55348
 PHONE: (952) 937-8033 • FAX: (952) 937-6910

PROPOSAL



PROJECT NAME: WOODLAND PATCHING		PROPOSAL SUBMITTED TO: BOLTON AND MENK	DATE: 5/13/2013
ADDRESS: BREEZY POINT ROAD		ADDRESS: 1960 PREMIER DRIVE	
CITY STATE ZIP: WAYZATA, MN 55391		CITY STATE ZIP: MANKATO, MN 56001	
DATE OF PLANS:	JOB PHONE NUMBER:	CONTACT: ART TAYLOR	OFFICE PHONE: 612-756-2048

We herby submit specifications and estimates for:

QUANTITY	UNIT	SITE 1-8	QUANTITY	UNIT	SITE A-E
5,646	S.F	SAWCUT BITUMONOUS	3,730	S.F	SAWCUT BITUMONOUS
5,646	S.F	REMOVE BIT. AND BASE	3,730	S.F	REMOVE BIT. AND BASE
5,646	S.F	INSTALL 9" CLASS 5	3,730	S.F	INSTALL 9" CLASS 5
5,646	S.F	FINE GRADE	3,730	S.F	FINE GRADE
5,646	S.F	PAVE 2.5" LV3 NON WEAR	3,730	S.F	PAVE 2.5" LV3 NON WEAR
5,646	S.F	PAVE 2.0" LV3 WEAR	3,730	S.F	PAVE 2.0" LV3 WEAR
PRICE:		\$7.00 S.F	PRICE:		\$8.00 S.F

POTHOLE PATCHING: WE WILL BLOW/SWEEP POTHOLED AREAS TO CLEAN AND PREP FOR ASPHALT. WE WILL PLACE TACK AND INSTALL AND FURNISH 3" LV3 WEAR HOT MIX ASPHALT. PRICE FOR 0-500 S.F IS \$3500.00 IF THERE IS A GREATER AREA I WILL HAVE TO GO OUT AND TAKE A LOOK AT IT TO GIVE A PRICE.

NO TRAFFIC CONTROL, SIGNAGE, OR RESTORATION OF SOD INCLUDED.
 PRICE IS BASED ON 2013 CONSTRUCTION SEASON

TOTAL ESTIMATE: _____

PAYMENT TO BE MADE AS FOLLOWS: Net 10 Days upon completion or as specified in the contract documents
 PROPOSAL BASED ON STANDARD AIA OR AGC SUBCONTRACT LANGUAGE*. OTHER CONTRACTS SHALL BE SUBJECT TO REVIEW AND REVISION
 **INDEMNIFICATION CLAUSE & INSURANCE REQUIREMENTS: PROPOSAL BASED ON A SUBCONTRACT WITH A NARROW INDEMNIFICATION CLAUSE E.G., TO THE EXTENT CAUSED BY THE SUBCONTRACTOR'S (MAC) NEGLIGENCE AND A SUBCONTRACT NOT REQUIRING SOLE NEGLIGENCE INSURANCE COVERAGE
 OUR PROPOSAL INCLUDES INSURANCE COVERAGE LIMITED TO 1 MILLION PER EACH OCCURRENCE AND 2 MILLION UMBRELLA.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviations involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or other delays beyond our control. Owner is to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workers' Compensation Insurance.

Authorized Signature:

BRANDT SYLVESTRE PROJECT ESTIMATOR
 Email: bsylvestre@midwestasphalt.net

Note: this proposal may be withdrawn by us if not accepted with
(30) DAYS

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the works as specified. Payment will be made as outlined above.

Signature: _____

Printed Name & Title _____

Date of Acceptance: _____



Allied Blacktop Company
10503 - 89th Avenue North
Maple Grove, MN 55369
www.alliedblacktopmn.com

Phone: 763.425.0575
Fax: 763.424.6791
Cell: 612-834-0160

Proposal

Bolton & Menk, Inc.
Attn: Arthur Taylor

Phone: 952-448-8838 Email: artta@bolton-menk.com
Project: City Of Woodland (Street Patching)

Date: May 13, 2013

We hereby submit specifications and quotations for the following:

Remove existing asphalt and gravel base via milling, sawcutting, or chunking out to a depth of 13.5" below finish grade. Furnish and install 9" of class V limestone base material. Fine grade to a depth of 4.5 inches below finish grade. Pave a 2.5" after compaction base course asphalt mat. Compact same. Apply CSS1H tack material at a rate of .05 gallons per S.Y. Pave a 2" after compaction wear course asphalt mat. Finish roll same.

Original Proposed per site map and quantities provided: 5646 S.F. @ \$5.69 S.F. **Total: 32,125.74**

Extra Locations per site map and quantities provided: 3730 S.F. @ \$5.69 S.F. **Total: 21,223.70**

Total All: 53,349.44

Note: Our Square Foot price is the same as above assuming the preponderance of patching is approved.
Note: Patching areas to be identified and marked in field by owner.

Note: See Allied Blacktop Company Warranty Terms and General Qualifications

Payment terms are net 30 days. Note: This proposal may be withdrawn if not accepted within 15 days. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Allied Blacktop Company to carry proper insurance including Workers Compensation.

Authorized Signature: _____
Tom Brownell

Acceptance of Proposal: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: _____ Signature: _____

"(a) ANY PERSON OR COMPANY SUPPLYING LABOR OR MATERIALS FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR THE CONTRIBUTIONS.

(b) UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR OR MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS AMOUNT FROM OUR CONTRACT PRICE, OR WITHHOLD THE AMOUNTS DUE THEM FROM US UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENT UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIAL FOR THE IMPROVEMENT AND WHO GAVE YOU TIMELY NOTICE."

General Qualifications

Please confirm scope of work detailed on site plan to assure accuracy. Allied Blacktop will provide a minimum 7 days notice prior to construction. Traffic control and signage will be the responsibility of Allied Blacktop Company unless noted otherwise on proposal or field sketch. Work will be done in a continuous fashion to minimize (but not eliminate) customer inconvenience. Allied Blacktop Company encourages an on site pre construction meeting if traffic and staging issues are a concern.

Catch Basin Warranty Information and Qualifications

Allied Blacktop Company offers a one year guarantee on workmanship and materials unless qualified or negotiated other in advance and noted on proposal.

While Allied Blacktop Company makes every effort to provide firm pricing on all our projects it is impossible to do so on catch basin reconstructs in that the repair work is under ground and cannot be specifically identified with a visual inspection. Allied Blacktop Company will call for locates in advance of construction. Allied Blacktop Company not be responsible for locating, repairing or replacing the following: Private utilities, sprinkler head, sprinkler lines, other non located items in the construction area. This contractor is not liable for asphalt areas broken by equipment during construction process.

Chip Seal Warranty Information and Qualifications

Allied Blacktop Company offers a one year guarantee on workmanship and materials unless qualified or negotiated other in advance and noted on proposal. Aggregate that strips off within the first year of application will be re-sealed. This does not include snow plow damage.

All chip seals experience oil bleeding and aggregate tracking. Polymerized oils allow for quicker pick up sweep to minimize aggregate tracking. CS-41 cape seals will minimize the aggregate tracking and oil bleeding. FA-2 Traprock and FA-2 Granite will equally extend the life of the asphalt. Traprock is a consistent blue/grey color. Granite ranges in color (red,brown,tan...). Allied Blacktop Company uses the Standard McLeod formula for gauging application rates. Deviations from the formula at the customer's request may result in warranty waiver. While the MNDot specifications allow for chip seals to be constructed from May 15 to September 1 late season chip seal (late August constructions) exhibit a higher incidence of aggregate stripping and oil bleeding in subsequent seasons. Striping quote includes area affected by Chip Seal only. Curb lines, light poles and other paint not included unless quoted separately. This contractor is not liable for asphalt areas broken by equipment during construction process.

CS-41 Warranty Information and Qualifications

Allied Blacktop Company offers a one year guarantee on workmanship and materials unless qualified or negotiated other in advance and noted on proposal. This does not include uneven wearing patterns in drive lanes, high traffic areas, exposed aggregate and plow scraping.

CS-41 generally dries in one to five hours. It takes several hours for proper cure. Allowing traffic on the product prior to proper cure will result in premature wear. While CS-41 is a resurfacing as well as a rejuvenating sealer it will polish off the top of exposed aggregate and in drive lanes. CS-41 can be used as a "cape seal" product over the top of chip seals to enhance aggregate adhesion and minimize aggregate tracking and oil bleeding. Striping quote includes area affected by seal coat only. Curb lines, light poles and other paint not included unless quoted separately. This contractor is not liable for asphalt areas broken by equipment during construction process.

Crack Seal Warranty Information and Qualifications

Allied Blacktop Company offers a one year guarantee on workmanship and materials unless qualified or negotiated other in advance and noted on proposal. This does not include previously sealed cracks that have failed and cannot be routed.

Cracks wider than 1" cannot be crack sealed. Alligator, hairline and block cracks are not "sealable" and will not be by equipment during construction process.

Patching and Paving Warranty Information and Qualifications

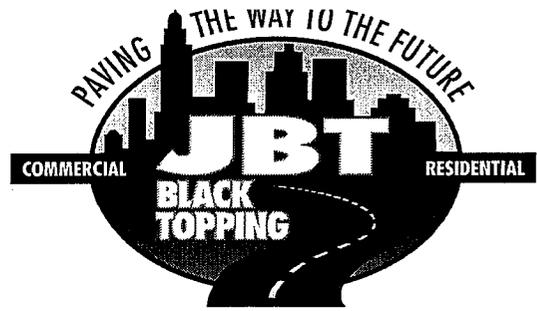
other in advance and noted on proposal. This does not include "frost, working, reflective" cracks or scrapes and other surface damage caused by plows, vehicles and equipment.

Please inform Allied estimator or Office Staff of specific water flow concerns (if any) prior to construction. Allied Blacktop Company will shoot elevations upon request or if water flow issues are present. No guarantee on 100% water flow unless 1.5% pitch can be established and maintained. Allied Blacktop Company will call for locates in advance of construction. Allied Blacktop Company not be responsible for locating, repairing or replacing the following: Private utilities, sprinkler head, sprinkler lines, other non located items in the construction area. Allied Blacktop Company is not responsible for any backfilling, seed or sod unless detailed on proposal. Allied Blacktop Company is not responsible for any City, State, County, Federal, Watershed or other permitting unless detailed on proposal. Parking stripes affected by asphalt work will not be re-stripped unless quoted. This contractor is not liable for asphalt areas broken by equipment during construction process.

Concrete Warranty Information and Qualifications

Allied Blacktop Company offers a one year guarantee on workmanship and materials unless qualified or negotiated other in advance and noted on proposal. This does not include "frost or hairline cracking, scrapes and other surface damage caused by plows, vehicles and equipment, or concrete spalding or raveling.

Date: 5/26/13



Name: David Martini Woodland St. repair		
Breezy point & Maplewood Rd./cir.		
Street		
City	State	Zip
612-756-4315 davidma@bolton-menk.com		
PHONE	FAX/E-MAIL	

Driveways Parking Lots Roadways Private Streets

PO BOX 26 SHAKOPEE, MN 55379
 PHONE (952)496-3977 (952)445-5215
 FAX (952)403-1776
 www.jonesblacktopping.com

FREE ESTIMATES

Work Instructions:

- ❖ Wheel saw cut all sites 1-8 for the street patching in woodland,
- ❖ Remove and install a 9" limestone base
- ❖ Grade and compact base
- ❖ Install 2.5" of MN dot spec base course
- ❖ Install 2" of MN dot spec wear course
- ❖ Price per square foot = \$4.50 However if the base is sufficient after the asphalt is removed we can remove and install new asphalt for \$3.50 a square foot
- ❖ These prices can also be applied to the additional locations A-E.
- ❖ Note: These prices are based on volume as listed. If few patches are excepted price will change accordingly. (approx. \$5.00 to \$6.00 a square foot)

We propose hereby to furnish material and labor complete in accordance with specifications, for the sum:

dollars (\$ _____)

Discount price

NOTICE:

All material is guaranteed for one year. All work to be completed in a workmanlike manner according to standard practices. Any alterations or deviations from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above estimate. No guarantee on grass, weeds, cracks, or tire marks, including straight-line cracking from frost.

It is mutually understood & agreed that, should you fail to pay us and this matter is placed with an outside agency for collections fees, court cost, interest (at the rate of eighteen percent per annum), and all other costs of collection in addition to the principal account

Acceptance of proposal - The above price specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.

TOTAL AMOUNT \$ _____

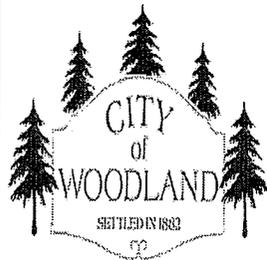
DEPOSIT \$ _____

BALANCE DUE \$ _____

I hereby order the following to be done and agree to pay for this work upon its completion.

Contractor Agrees to do the above work of the price as listed.

Customer Orders the above work as listed and agrees to pay for same upon completions



WOODLAND CITY COUNCIL

MEETING DATE: June 10, 2013
FROM: Shelley Souers, City Clerk
SUBJECT: 2014 Contract for Municipal Service

OVERVIEW

The City of Deephaven provides police, clerical, public works and zoning services to the City of Woodland. Each year the Council reviews the contract and costs for services. The contract for services and resolution are attached for review.

These costs will be used for the 2014 budget calculations.

RECOMMENDED COUNCIL ACTION

- Motion to adopt Resolution No. 16-2013; approving the annual Contract for Services Agreement with the City of Deephaven.

**CITY OF WOODLAND & CITY OF DEEPHAVEN
LETTER OF UNDERSTANDING FOR YEAR 2014**

RESOLUTION NO. 16-2013

1. Clerical Services

The City of Deephaven will provide clerical services to the City of Woodland that will be compensated in the amount of \$49,664.00 per year or \$4,138.67 per month. This represents clerical services provided 8 hours per day on Tuesdays, Wednesdays and Thursdays at \$39.79 per hour for both wages and benefits. Deephaven Staff will provide clerical services on Mondays and Fridays to the City of Woodland at no additional charge. This represents a 2.9% annual increase.

2. Police Services

The City of Deephaven will provide police services to the City of Woodland as described in the Agreement for Police and Administrative Services and will be compensated in the amount of \$106,363.00. This amount will be payable to the City of Deephaven in the amount of \$8,863.58 per month. This represents a 2.0% annual increase.

3. Zoning Coordinator

The Deephaven Zoning Coordinator will be a full-service provider to the City of Woodland for all matters relating to zoning, building permits, planning, shoreland ordinance compliance issues, and enforcement of those Woodland ordinances that specify specific action by the Zoning Coordinator. The City of Deephaven will be compensated at a rate of \$35.58 per hour for these services. This represents a 2.0% annual increase.

4. Building Inspection Services

Building Permit Fees, Plan Check Fees and all other fees collected in connection with the issuance of building permits up to a maximum of \$10,000.00 shall be paid to the City of Deephaven. All fees in excess of \$10,000.00 shall be divided 60%-40% with 60% payable to Woodland and 40% payable to Deephaven. The City of Deephaven shall pay Woodland's portion of the State Surcharge Fee.

5. Public Works Services

Public works services may be provided solely upon the request of the City of Woodland. In the event that services are provided, the City of Woodland will be billed an hourly labor rate of \$34.04 per public works employee and an hourly vehicle rate of \$51.83. This represents a 2.0% annual increase in labor rates and a 2.0% increase in vehicle rates.

6. Payments

Payments will be made monthly to the City of Deephaven.

7. Joint Board

The Joint Board will consist of the Mayors from each City.

8. Term of Agreement

The term of the Agreement is for one year and will expire on December 31, 2014.

Adopted by the Council of the City of Woodland this 10th day of June, 2013 and by the Council of the City of Deephaven this 17th day of June, 2013.

CITY OF WOODLAND

CITY OF DEEPHAVEN

James S. Doak, Mayor

Paul A. Skrede, Mayor

Attest: _____
Shelley Souers, City Clerk

Dana Young, City Administrator



BOLTON & MENK, INC.®

Consulting Engineers & Surveyors

1960 Premier Drive • Mankato, MN 56001-5900

Phone (507) 625-4171 • Fax (507) 625-4177

www.bolton-menk.com

May 30, 2013

City of Woodland
Attn: Shelley Souers
20225 Cottagewood Road
Deephaven, MN 55331

RE: 2013 MS4 Permit

Dear Shelley:

As you are aware, the City of Woodland is currently operating under a Municipal Separate Storm Sewer System (MS4) permit. The existing permit was to expire in 2012, but has been extended until a revised permit could be approved. The MPCA has been working since 2010 to develop a revised permit that meets Federal Environmental Protection Agency (EPA) requirements and considers the impact on the affected municipalities.

The Bolton & Menk Water Resources staff has attended all of the stakeholder meetings and reviewed each draft permit over this time period. Our staff has also submitted comment letters citing both cost prohibitive and physically unobtainable issues on behalf of our Clients in an effort to reduce the associated requirements and attempt to lessen the financial and labor burden that would ultimately become your responsibility.

After multiple draft permit generations and after receiving hundreds of comments, the MPCA board heard testimony and considered the submitted comment letters relative to the current draft Municipal Separate Storm Sewer System (MS4) permit on May 21, 2013. After long testimony, the board decided that all but a few of the current draft permit requirements would remain in the Final MS4 Permit. This permit is anticipated to become effective on August 1, 2013. The City of Woodland will then be required to submit their application by October 30, 2013.

Although the Final Draft of the MS4 permit still remains unpublished, Bolton & Menk is analyzing the most recent draft permit as it pertains to the City. We will develop a comprehensive list of items that must be included in the new permit application submittal and updates required for the City's Storm Water Pollution Prevention Plan (SWPPP). The biggest change is associated with the runoff volume reduction requirement. MS4 communities will be expected to develop, implement and enforce controls for **no net increase in stormwater discharge volume on an annual average basis**. This is anticipated to be met by ensuring that new developments or redevelopments include an infiltration component in their Best Management Practices.

Of course, there are some preclusions and limitations regarding infiltration for:

- a) Areas where industrial facilities are not authorized to infiltrate under a separate Industrial Stormwater Permit.
- b) Areas where vehicle fueling and maintenance occur.
- c) Areas with less than three (3) feet of separation distance from the bottom of the infiltration system to the elevation of the seasonally saturated soils or the top of bedrock.



- d) Areas with high levels of contaminants in soil or groundwater contaminants (as defined by the **MPCA**).

Also, infiltration will be able to be restricted in the following areas:

- a) Areas of predominately Hydrologic Soil Group D (clay) soils. We will be able to use GIS mapping methods, coupled with County soils mapping, to create an overlay map of where Group D soils are known to exist within the City.
- b) Areas within 1,000 feet up-gradient, or 100 feet down-gradient of active karst features. These are most often found in Southeastern Minnesota, where limestone sink holes are common.
- c) Areas within a Drinking Water Supply Management Area (DWSMA) as defined in Minn. R. 4720.5100, subp. 13.
- d) Areas where soil infiltration rates are more than 8.3 inches per hour. This precludes super sandy soils and cannot be verified without field testing the infiltration rates on the site.

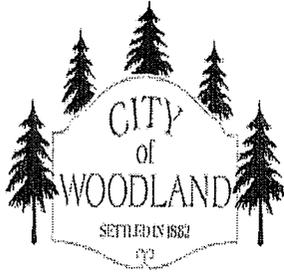
Although there are other significant changes, we believe that the volume requirement is the most significant. We anticipate the MPCA will post the Final Draft of the MS4 permit within the next couple of weeks, and we will provide a complete listing of the new requirements and updates necessary for Woodland as soon as it is available.

If you have any questions or comments, please contact me to discuss.

Sincerely,
BOLTON & MENK, INC.

A handwritten signature in black ink that reads "David P. Martini".

David P. Martini, P.E.
Principal Engineer



WOODLAND CITY COUNCIL

MEETING DATE: June 10, 2013
FROM: Shelley Souers, City Clerk
SUBJECT: County Road 101 Sidewalk

OVERVIEW

The County continues to work on plans for the improvements to County Road 101 from McGinty Road to Minnetonka Boulevard.

Months ago Woodland considered a sidewalk concept and costs associated with a sidewalk located along the west side of County Road 101. The Council, along with feedback from adjacent residents, agreed that a proposed sidewalk was redundant due to the multi use trail along the east side of County Road 101. The costs associated with the sidewalk were prohibitive given Woodland's small city budget. The council had also expressed concern with long term maintenance of a sidewalk.

The County has again asked the City to continue discussion and consideration of the sidewalk and has provided an estimated cost for the sidewalk.

Attached is a revised cost estimate for the City of Woodland associated with the 101 project. The estimate includes a conservative place holder for other construction costs that are independent of the decision to include or not include sidewalk with the project.

The County is in negotiations with the state to determine state aid eligibility for various project elements and have included the place holder until negotiations are complete.

**CSAH 101 Reconstruction Project (County Project No. 9931)
City of Woodland Estimated Cost Participation**

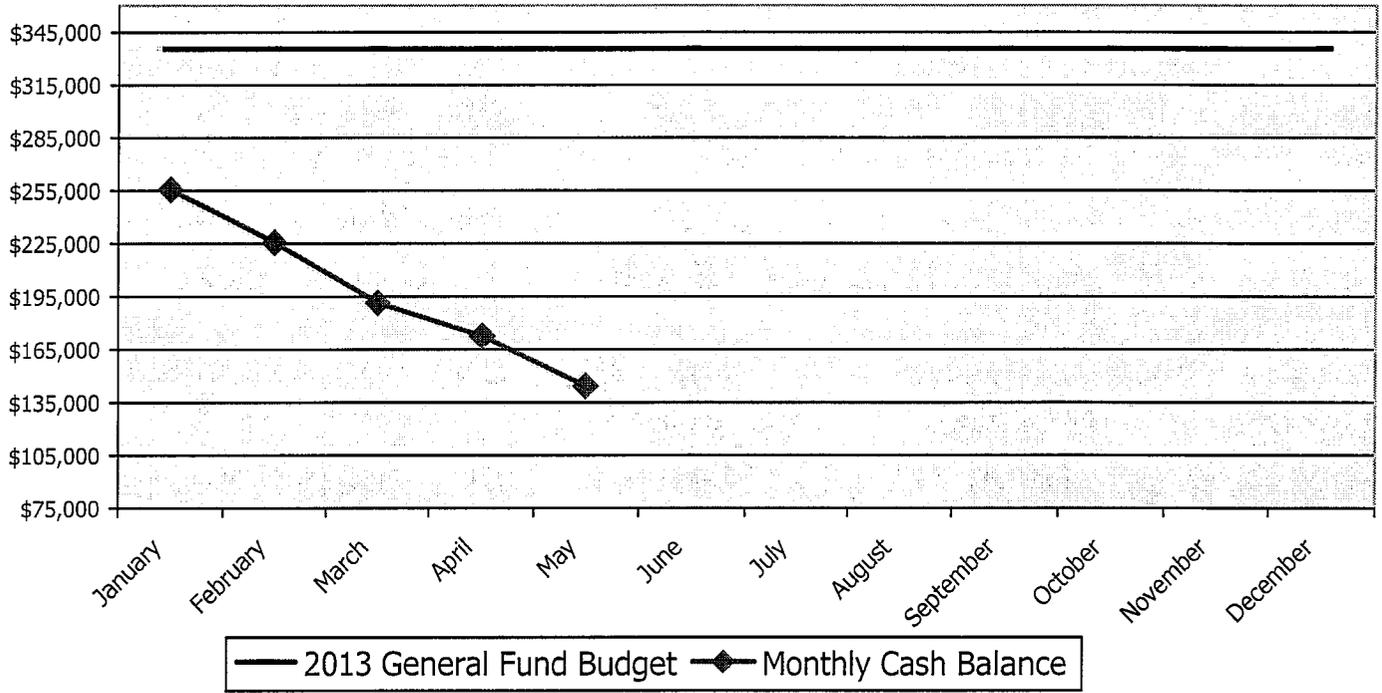
Item	With Concrete Sidewalk	Without Concrete Sidewalk
a. Sidewalk cost (5,270 sf@\$4.00/sf) (1) (2)	\$ 21,080	\$ -
County participation for sidewalk @ 50% (3)	\$ (10,540)	\$ -
City participation for sidewalk	\$ 10,540	\$ -
Sidewalk Engineering (18% of City participation)	\$ 1,897	-
Total Sidewalk Costs	\$ 12,437	\$ -
b. Other construction costs (4)	\$ 20,000	\$ 20,000
c. Total construction participation	\$ 32,437	\$ 20,000
d. Other Construction Engineering (18% of City participation)	\$ 3,600	\$ 3,600
Total Woodland cost participation	\$ 36,037	\$ 23,600

Notes:

- (1) Cost of sidewalk is for concrete only.
- (2) Area based on sidewalk beginning at north edge of 3112 driveway and terminating 50 ft. north of Blaine Avenue (City limits) at south edge of 2918 driveway.
- (3) County participation increased above cost participation policy due to the connectivity the sidewalk provides to the multi-use trail.
- (4) The County is still negotiating with State Aid as to the eligibility of turn-back funds for certain items, including storm sewer. The \$20,000 estimate for Woodland participation is conservatively high.

Last Revision: June 4, 2013

**City of Woodland
General Fund Cash Balance vs. Budget**



2013 Month	2013 Cash Balance	2013 General Fund Budget	% of Budget
January	\$255,587	\$335,653	76.15
February	\$225,837	\$335,653	67.28
March	\$191,524	\$335,653	57.06
April	\$172,671	\$335,653	51.44
May	\$144,234	\$335,653	42.97
June		\$335,653	
July		\$335,653	
August		\$335,653	
September		\$335,653	
October		\$335,653	
November		\$335,653	
December		\$335,653	

* County Tax Settlements are received bi-annually in July & December

CITY OF WOODLAND TREASURERS REPORT

MAY 2013

				TOTAL	
FUND	ASSETS	LIABILITIES	FUND BALANCE		
101 GENERAL	\$ 144,233.25	\$ (689.19)	\$ 144,922.44		
401 STREET IMPROVEMENT	\$ 41,217.97	\$ -	\$ 41,217.97		
601 WATER	\$ 170,912.66	\$ 79,129.05	\$ 91,783.61		
602 SEWER	\$ 643,764.21	\$ 218,547.65	\$ 425,216.56		
	\$ 1,000,128.09	\$ 296,987.51	\$ 703,140.58		
EXCESS FUNDS		\$ 703,140.58			
BALANCE		\$ 1,000,128.09			
	CHECKING ACCOUNT	FUND ACCOUNT			
BEGINNING BALANCE	\$ 14,611.31	\$ 309,647.00			
TOTAL DEPOSITS	\$ 7,860.41	\$ -			
COURT FINES	\$ 231.60	\$ -			
INTEREST	\$ 0.42	\$ 26.38			
ACH UTILITY PMTS RECEIVED	\$ 3,714.27	\$ -			
HNPNTY SETTLEMENT	\$ -	\$ -			
HNPNTY ROAD AID	\$ -	\$ -			
TRNFR - FUND TO CKG	\$ 23,084.50	\$ (23,084.50)			
TRNFR -CKG TO FUND	\$ (10,157.42)	\$ 10,157.42			
		\$ -			
TOTAL CHECKS	\$ (29,376.97)	\$ -			
ACH UTILITY BILL SVC FEE	\$ -	\$ -			
DREAMHOST WEB FEE	\$ (10.95)	\$ -			
VANCO ACH SVC FEE	\$ (2.75)	\$ -			
ENDING BALANCE	\$ 9,954.42	\$ 296,746.30			
GENERAL FUND CASH	\$ 144,234.00				
STREET IMPROVEMENT	\$ 41,218.00				
WATER FUND CASH	\$ (10,082.00)				
SEWER FUND CASH	\$ 131,381.00				

**CITY OF WOODLAND
TREASURER'S REPORT
FUND CASH BALANCES
5/31/2013**

Fund	4/30/2013	Monthly	Monthly	Monthly	5/31/2013
	Cash Balance	Revenues	Expenses	* Liabilities	Cash Balance
General Fund	\$ 172,672.00	\$ 928.00	\$ 29,366.00	\$ -	\$ 144,234.00
Street Improvement	\$ 41,218.00	\$ -	\$ -	\$ -	\$ 41,218.00
Water	\$ (14,902.00)	\$ 4,831.00	\$ 11.00	\$ -	\$ (10,082.00)
* Water Loan - Principal			\$ -		
Sewer	\$ 125,321.00	\$ 6,074.00	\$ 14.00	\$ -	\$ 131,381.00
* Sewer Loan - Principal	\$ -			\$ -	
Total	\$ 324,309.00	\$ 11,833.00	\$ 29,391.00	\$ -	\$ 306,751.00

CITY OF WOODLAND
 PAYABLES CLEARING FUND ALLOCATIONS
 MAY 31, 2013

<u>ACCOUNTS PAYABLE</u>		
002-20112	ACCOUNTS PAYABLE	.00
	TOTAL ACCOUNTS PAYABLE	.00
002-20111	ACCOUNTS PAYABLE ALLOCATION	.00
	TOTAL UNALLOCATED ACCOUNTS PAYABLE	.00

<u>ACCOUNTS PAYABLE ALLOCATION RECONCILIATION</u>		
2	ALLOCATION TO PAYABLES ALLOCATIONS FUND	.00
101	ALLOCATION TO GENERAL FUND	(721.11)
301	ALLOCATION TO DEBT SERVICE FUND	.00
401	ALLOCATION TO STREET IMPROVEMENT FUND	.00
406	ALLOCATION TO CONST PROJ WATER/SWR FUND	.00
407	ALLOCATION TO CONST PROJECT SEWER FUND	.00
502	ALLOCATION TO SPECIAL ASSESSMENT FUND	.00
601	ALLOCATION TO WATER FUND	284.01
602	ALLOCATION TO SEWER FUND	437.10
	TOTAL ALLOCATIONS TO OTHER FUNDS	.00
	ALLOCATION FROM PAYABLE CLEARING FUND - 002-20111	.00
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

CITY OF WOODLAND

BALANCE SHEET

MAY 31, 2013

GENERAL FUND

ASSETS

101-10100	GENERAL FUND CASH	(152,563.05)	
101-10200	PETTY CASH	50.00	
101-10401	GENERAL-MBIA(0001)	.00	
101-10402	GENERAL FUND	296,746.30	
101-10410	CD-NORWEST (MAT 3/15/01)	.00	
101-10450	INTEREST RECEIVABLE	.00	
101-10500	TAXES RECEIVABLE-CURRENT	.00	
101-10700	TAXES RECEIVABLE-DELIQUEN	.00	
101-11500	ACCOUNTS RECEIVABLE	.00	
101-12200	SPECIAL ASSESSEMENT-DELIQ .	.00	
101-12300	SPECIAL ASSESSMENTS-DEFER	.00	
101-12301	SPECIAL ASSESS-LONG TERM	.00	
101-13202	DFOGU COURT FINES	.00	
101-13203	DUE FROM OTHER GOVERNMENT	.00	
101-15500	PREPAID ITEMS	.00	
		144,233.25	
	TOTAL ASSETS		144,233.25

LIABILITIES AND EQUITY

LIABILITIES

101-20100	ACCOUNTS PAYABLE	.00	
101-20111	ACCOUNTS PAYABLE ALLOCATION	(721.11)	
101-20801	DUE TO OTHER GOVERNMENTS	.35	
101-20802	DTOG-FIRE CALLS	.00	
101-20805	DTOG-STATE SURCHARGE	(.35)	
101-21701	FEDERAL WITHHOLDING	.00	
101-21702	STATE WITHHOLDING	.00	
101-21703	FICA WITHHOLDING	(16.80)	
101-21704	MEDICARE WITHHOLDING	48.72	
101-21730	FICA W/H EMPLOYER	.00	
101-21731	MEDICARE W/H EMPLOYER	.00	
101-22200	DEFERRED REVENUE	.00	
101-23900	OTHER LONG-TERM LIABITI	.00	
		(689.19)	
	TOTAL LIABILITIES		(689.19)

FUND EQUITY

101-25300	GENERAL FUND BALANCE	262,789.74	
101-25301	BUDGET	.00	
101-25310	DESIGNATED FUND BALANCE- REVENUE OVER EXPENDITURES - YTD	.00	
		(117,867.30)	
	TOTAL FUND EQUITY		144,922.44
	TOTAL LIABILITIES AND EQUITY		144,233.25

CITY OF WOODLAND
BALANCE SHEET
MAY 31, 2013

STREET IMPROVEMENT FUND

ASSETS

401-10100 STREET IMPROVEMENT CASH	41,217.97	
	<hr/>	
TOTAL ASSETS		41,217.97
		<hr/> <hr/>

LIABILITIES AND EQUITY

LIABILITIES

401-20100 ACCOUNTS PAYABLE	.00	
401-20111 ACCOUNTS PAYABLE ALLOCATION	.00	
	<hr/>	
TOTAL LIABILITIES		.00

FUND EQUITY

401-25300 STREET IMPROVEMENT FUND BAL	41,217.97	
REVENUE OVER EXPENDITURES - YTD	.00	
	<hr/>	
TOTAL FUND EQUITY		41,217.97
		<hr/> <hr/>
TOTAL LIABILITIES AND EQUITY		41,217.97
		<hr/> <hr/>

CITY OF WOODLAND

BALANCE SHEET

MAY 31, 2013

WATER FUND

ASSETS

601-10100	WATER CASH	(10,081.80)	
601-10450	INTEREST RECEIVABLE	.00	
601-11500	ACCOUNTS RECEIVABLE	6,871.00	
601-12200	SPECIAL ASSESSMENT-DELINQ	2,634.00	
601-12301	SPECIAL ASSESS REC-HOOKUP	.00	
601-12302	SPECIAL ASSESS REC-CURR	9,000.00	
601-12303	SPECIAL ASSESS REC-DEF	40,950.00	
601-13203	DUE FROM OTHER GOVERNMENT	.00	
601-15500	PREPAID ITEMS	.00	
601-16200	PLANT & EQUIPMENT	194,539.46	
601-16210	ACCUM. DEPRECIATION	(73,000.00)	
	TOTAL ASSETS		<u>170,912.66</u>

LIABILITIES AND EQUITY

LIABILITIES

601-20100	ACCOUNTS PAYABLE	2,087.04	
601-20111	ACCOUNTS PAYABLE ALLOCATIONS	284.01	
601-20600	CONTRACTS PAYABLE	.00	
601-20610	CONTRACTS PAY-RETAINAGE	.00	
601-20801	DUE TO OTHER GOVERNMENTS	.00	
601-21500	ACCRUED INTEREST PAYABLE	1,758.00	
601-21701	FEDERAL WITHHOLDING	.00	
601-21702	STATE WITHHOLDING	.00	
601-21703	FICA WITHHOLDING	.00	
601-21704	MEDICARE WITHHOLDING	.00	
601-21730	FICA W/H-EMPLOYER	.00	
601-21731	MEDICARE W/H-EMPLOYER	.00	
601-22500	BONDS PAYABLE	62,500.00	
601-22510	CURRENT PORTION-BONDS PAYABLE	12,500.00	
601-24101	CONTRIBUTED CAPITAL	.00	
	TOTAL LIABILITIES		79,129.05

FUND EQUITY

601-25300	WATER FUND BALANCE	96,192.47	
601-25301	BUDGETARY FUND BALANCE	.00	
	REVENUE OVER EXPENDITURES - YTD	(4,408.86)	
	TOTAL FUND EQUITY		<u>91,783.61</u>
	TOTAL LIABILITIES AND EQUITY		<u>170,912.66</u>

CITY OF WOODLAND

BALANCE SHEET

MAY 31, 2013

SEWER FUND

ASSETS

602-10100	SEWER CASH	131,381.30	
602-10401	CASH-MM	.00	
602-10450	INTEREST RECEIVABLE	.00	
602-11500	ACCOUNTS RECEIVABLE	8,302.00	
602-12200	SPECIAL ASSESSMENTS-DELIQ	2,065.00	
602-12300	SPECIAL ASSESSMENTS-CURR	.00	
602-12301	SPECIAL ASSESS REC-HOOKUP	.00	
602-12302	SPECIAL ASSESS REC-CURR	3,000.00	
602-12303	SPECIAL ASSESS REC-DEF	13,650.00	
602-13203	DUE FROM OTHER GOVERNMENT	.00	
602-15500	PREPAID ITEMS	.00	
602-16200	PLANT & EQUIPMENT	697,665.91	
602-16210	ACCUMULATED DEPRECIATION	(212,300.00)	
	TOTAL ASSETS		<u>643,764.21</u>

LIABILITIES AND EQUITY

LIABILITIES

602-20100	ACCOUNTS PAYABLE	3,211.91	
602-20111	ACCOUNTS PAYABLE ALLOCATION	437.10	
602-20200	ACCOUNTS PAYABLE	.00	
602-20600	CONTRACTS PAYABLE	.00	
602-20610	CONTRACTS PAY-RETAINAGE	.00	
602-20801	DUE TO OTHER GOVT-SEWER	.00	
602-20804	SEWER TAX	.00	
602-21500	ACCRUED INTEREST	1,989.00	
602-21701	FEDERAL WITHHOLDING	.00	
602-21702	STATE WITHHOLDING	.00	
602-21703	FICA WITHHOLDING	.00	
602-21704	MEDICARE WITHHOLDING	.00	
602-21730	FICA W/H-EMPLOYER	.00	
602-21731	MEDICARE W/H-EMPLOYER	.00	
602-22201	DEFERRED REVENUE-SPECIAL	.00	
602-22500	BONDS PAYABLE	179,407.64	
602-22510	CURRENT PORTION-BONDS PAYABLE	33,502.00	
602-23900	SPECIAL ASSESS.-LONG TERM	.00	
602-24101	CONTRIBUTED CAPITAL-SEWER	.00	
602-24102	CONTRIBUTED CAPITAL	.00	
	TOTAL LIABILITIES		218,547.65

FUND EQUITY

602-25300	SEWER FUND BALANCE	433,444.55	
602-25301	BUDGETARY FUND BALANCE	.00	
602-27210	RETAINED EARNINGS	.00	
	REVENUE OVER EXPENDITURES - YTD	(8,227.99)	
	TOTAL FUND EQUITY		<u>425,216.56</u>
	TOTAL LIABILITIES AND EQUITY		<u>643,764.21</u>

CITY OF WOODLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2013

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>TAXES</u>					
101-31010	.00	7,912.14	320,228.00	(312,315.86)	2.47
101-31020	.00	.00	.00	.00	.00
101-31040	.00	.00	.00	.00	.00
101-31800	.00	.00	.00	.00	.00
101-31910	.00	.00	.00	.00	.00
TOTAL TAXES	.00	7,912.14	320,228.00	(312,315.86)	2.47
<u>LICENSES & PERMITS</u>					
101-32160	50.00	550.00	500.00	50.00	110.00
101-32210	.00	9,137.74	8,000.00	1,137.74	114.22
101-32240	.00	75.00	75.00	.00	100.00
101-32250	20.00	35.00	300.00	(265.00)	11.67
101-32260	.00	1,525.00	150.00	1,375.00	1,016.67
TOTAL LICENSES & PERMITS	70.00	11,322.74	9,025.00	2,297.74	125.46
<u>INTERGOVERNMENTAL AID</u>					
101-33402	.00	.00	.00	.00	.00
101-33423	.00	.00	.00	.00	.00
101-33610	.00	.00	.00	.00	.00
101-33620	.00	.00	.00	.00	.00
101-33630	.00	.00	1,500.00	(1,500.00)	.00
TOTAL INTERGOVERNMENTAL AID	.00	.00	1,500.00	(1,500.00)	.00
<u>PUBLIC CHARGES FOR SERVICE</u>					
101-34103	600.00	2,631.97	500.00	2,131.97	526.39
101-34107	.00	.00	.00	.00	.00
101-34207	.00	1,000.00	1,200.00	(200.00)	83.33
101-34960	.00	.00	.00	.00	.00
TOTAL PUBLIC CHARGES FOR SERVICE	600.00	3,631.97	1,700.00	1,931.97	213.65
<u>FINES & FORFEITURES</u>					
101-35101	231.60	1,344.03	2,500.00	(1,155.97)	53.76
TOTAL FINES & FORFEITURES	231.60	1,344.03	2,500.00	(1,155.97)	53.76

CITY OF WOODLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2013

GENERAL FUND

		PERIOD			BUDGET			% OF
		ACTUAL	YTD ACTUAL			AMOUNT	VARIANCE	BUDGET
<u>MISCELLANEOUS REVENUE</u>								
101-36100	SPECIAL ASSESSMENTS	.00	.00	.00		.00		.00
101-36102	INTEREST	26.80	178.93	200.00	(21.07)		89.47
101-36210	STONE ARCH DONATION	.00	.00	.00		.00		.00
101-36220	OTHER INCOME	.00	.00	500.00	(500.00)		.00
TOTAL MISCELLANEOUS REVENUE		26.80	178.93	700.00	(521.07)		25.56
<u>OTHER FINANCING SOURCES</u>								
101-39200	INTERFUND OPERATING TRANS	.00	.00	.00		.00		.00
TOTAL OTHER FINANCING SOURCES		.00	.00	.00		.00		.00
TOTAL FUND REVENUE		928.40	24,389.81	335,653.00	(311,263.19)		7.27

CITY OF WOODLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2013

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>COUNCIL</u>					
101-41100-103	.00	.00	240.00	240.00	.00
101-41100-122	.00	.00	15.00	15.00	.00
101-41100-123	.00	31.92	5.00 (26.92)	638.40
101-41100-309	.00	.00	.00	.00	.00
101-41100-371	.00	95.00	200.00	105.00	47.50
101-41100-433	.00	.00	.00	.00	.00
101-41100-439	48.79	48.79	100.00	51.21	48.79
TOTAL COUNCIL	48.79	175.71	560.00	384.29	31.38
<u>ELECTIONS</u>					
101-41200-103	.00	.00	.00	.00	.00
101-41200-122	.00	.00	.00	.00	.00
101-41200-123	.00	.00	.00	.00	.00
101-41200-214	.00	.00	50.00	50.00	.00
101-41200-219	.00	.00	.00	.00	.00
101-41200-249	.00	.00	.00	.00	.00
101-41200-309	.00	.00	.00	.00	.00
101-41200-319	.00	.00	325.00	325.00	.00
101-41200-322	.00	.00	25.00	25.00	.00
101-41200-372	.00	.00	.00	.00	.00
101-41200-419	.00	.00	.00	.00	.00
101-41200-439	.00	.00	.00	.00	.00
TOTAL ELECTIONS	.00	.00	400.00	400.00	.00
<u>CONTRACTED SERVICES</u>					
101-41400-103	.00	.00	.00	.00	.00
101-41400-122	.00	.00	.00	.00	.00
101-41400-123	.00	.00	.00	.00	.00
101-41400-201	.00	29.79	.00 (29.79)	.00
101-41400-202	.00	.00	.00	.00	.00
101-41400-214	.00	246.88	650.00	403.12	37.98
101-41400-219	.00	97.26	450.00	352.74	21.61
101-41400-308	46.00	516.86	1,800.00	1,283.14	28.71
101-41400-309	10.95	29.57	150.00	120.43	19.71
101-41400-310	4,021.42	20,107.10	48,257.00	28,149.90	41.67
101-41400-322	.00	78.20	500.00	421.80	15.64
101-41400-351	207.85	794.64	1,500.00	705.36	52.98
101-41400-371	.00	.00	60.00	60.00	.00
101-41400-439	.00	.01	.00 (.01)	.00
101-41400-530	.00	.00	.00	.00	.00
TOTAL CONTRACTED SERVICES	4,286.22	21,900.31	53,367.00	31,466.69	41.04

CITY OF WOODLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2013

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>ASSESSOR CONTRACT</u>					
101-41500-309 ASSESSOR CONTRACT	751.50	3,757.50	9,019.00	5,261.50	41.66
TOTAL ASSESSOR CONTRACT	751.50	3,757.50	9,019.00	5,261.50	41.66
<u>LEGAL SERVICES</u>					
101-41600-304 LEGAL SERVICES/GENERAL	3,286.00	3,590.00	6,000.00	2,410.00	59.83
101-41600-305 LEGAL SVCS/PROSECUTION	.00	377.46	2,500.00	2,122.54	15.10
TOTAL LEGAL SERVICES	3,286.00	3,967.46	8,500.00	4,532.54	46.68
<u>AUDIT SERVICES</u>					
101-41700-301 AUDITING	.00	11,000.00	11,000.00	.00	100.00
TOTAL AUDIT SERVICES	.00	11,000.00	11,000.00	.00	100.00
<u>PUBLIC SAFETY EXPENSES</u>					
101-42100-302 JAIL/WORKHOUSE FEES	.00	.00	.00	.00	.00
101-42100-310 LAW ENFORCEMENT CONTRACT	8,689.83	43,449.15	104,278.00	60,828.85	41.67
TOTAL PUBLIC SAFETY EXPENSES	8,689.83	43,449.15	104,278.00	60,828.85	41.67
<u>FIRE PROTECTION</u>					
101-42200-309 FIRE PROTECTION	.00	10,214.50	20,429.00	10,214.50	50.00
101-42200-319 PROF SVC - FIRE MARSHALL INSP	.00	.00	.00	.00	.00
TOTAL FIRE PROTECTION	.00	10,214.50	20,429.00	10,214.50	50.00
<u>ENGINEERING FEES</u>					
101-42600-303 ENGINEERING FEES	5,555.50	6,025.00	5,000.00	(1,025.00)	120.50
TOTAL ENGINEERING FEES	5,555.50	6,025.00	5,000.00	(1,025.00)	120.50

CITY OF WOODLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2013

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>PUBLIC WORKS EXPENSES</u>					
101-43100-229 ROAD MAINTENANCE FUND	.00	.00	.00	.00	.00
101-43100-309 PROFESSIONAL SVCS (SEAL COAT)	.00	.00	.00	.00	.00
101-43100-381 S&R-UTILITY SERVICES-ELEC	.00	.00	.00	.00	.00
101-43100-409 ROAD MAINTENANCE FUND	.00	.00	.00	.00	.00
TOTAL PUBLIC WORKS EXPENSES	.00	.00	.00	.00	.00
<u>PUBLIC WORKS CONTRACT SVCS</u>					
101-43900-219 OPERATIONAL SUPPLIES-OTHE	.00	.00	.00	.00	.00
101-43900-226 SIGNS	.00	53.26	1,200.00	1,146.74	4.44
101-43900-309 PROFESSIONAL SERVICES	.00	.00	.00	.00	.00
101-43900-310 SWEEPING/ROADS/MISC	.00	403.46	7,500.00	7,096.54	5.38
101-43900-311 STORM SEWER/MISC CLEANUP	.00	.00	200.00	200.00	.00
101-43900-312 SNOW PLOWING CONTRACTURAL	4,675.50	34,161.50	37,000.00	2,838.50	92.33
101-43900-313 TREES/MOWING CONTRACTURAL	482.74	482.74	8,000.00	7,517.26	6.03
101-43900-319 PROF SERVICES - SEPTIC SYSTEMS	.00	.00	4,800.00	4,800.00	.00
101-43900-320 DISASTER CLEAN-UP	.00	.00	.00	.00	.00
101-43900-439 PW-CONTINGENCY	.00	.00	.00	.00	.00
TOTAL PUBLIC WORKS CONTRACT SVCS	5,158.24	35,100.96	58,700.00	23,599.04	59.80
<u>PARKS CONTRACT SERVICES</u>					
101-49000-309 MISC.-PROFESSIONAL SRVCS	.00	.00	750.00	750.00	.00
101-49000-310 RECYCLING CONTRACT	1,589.76	3,179.52	9,700.00	6,520.48	32.78
101-49000-319 PROF SERVICE-METRO WEST	.00	.00	.00	.00	.00
101-49000-369 INSURANCE	.00	250.00	3,000.00	2,750.00	8.33
101-49000-433 DUES & SUBSCRIPTIONS	.00	3,237.00	7,800.00	4,563.00	41.50
101-49000-438 DEER CONTROL	.00	.00	.00	.00	.00
101-49000-439 CONTINGENCY	.00	.00	150.00	150.00	.00
TOTAL PARKS CONTRACT SERVICES	1,589.76	6,666.52	21,400.00	14,733.48	31.15
<u>TRANSFERS</u>					
101-49300-720 TRANSFERS OUT	.00	.00	43,000.00	43,000.00	.00
TOTAL TRANSFERS	.00	.00	43,000.00	43,000.00	.00
<u>TOTAL FUND EXPENDITURES</u>					
	29,365.84	142,257.11	335,653.00	193,395.89	42.38

CITY OF WOODLAND
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 5 MONTHS ENDING MAY 31, 2013

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
	<u> </u>				
NET REVENUES OVER EXPENDITURES	(28,437.44)	(117,867.30)	.00	(504,659.08)	.00
	<u> </u>				

CITY OF WOODLAND
REVENUES/EXPENDITURES COMPARED TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2013

GENERAL FUND

<u>REVENUE</u>	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
TAXES	.00	7,912.14	320,228.00	312,315.86	2.5
LICENSES & PERMITS	70.00	11,322.74	9,025.00	(2,297.74)	125.5
INTERGOVERNMENTAL AID	.00	.00	1,500.00	1,500.00	.0
PUBLIC CHARGES FOR SERVICE	600.00	3,631.97	1,700.00	(1,931.97)	213.7
FINES & FORFEITURES	231.60	1,344.03	2,500.00	1,155.97	53.8
MISCELLANEOUS REVENUE	26.80	178.93	700.00	521.07	25.6
OTHER FINANCING SOURCES	.00	.00	.00	.00	.0
TOTAL FUND REVENUE	928.40	24,389.81	335,653.00	311,263.19	7.3
<u>EXPENDITURES</u>					
COUNCIL	48.79	175.71	560.00	384.29	31.4
ELECTIONS	.00	.00	400.00	400.00	.0
CONTRACTED SERVICES	4,286.22	21,900.31	53,367.00	31,466.69	41.0
ASSESSOR	751.50	3,757.50	9,019.00	5,261.50	41.7
LEGAL SERVICES	3,286.00	3,967.46	8,500.00	4,532.54	46.7
AUDITING	.00	11,000.00	11,000.00	.00	100.0
PUBLIC SAFETY EXPENSES	8,689.83	43,449.15	104,278.00	60,828.85	41.7
FIRE PROTECTION	.00	10,214.50	20,429.00	10,214.50	50.0
ENGINEERING	5,555.50	6,025.00	5,000.00	(1,025.00)	120.5
PUBLIC WORKS EXPENSE	.00	.00	.00	.00	.0
PUBLIC WORKS CONTRACT SERVICES	5,158.24	35,100.96	58,700.00	23,599.04	59.8
PARKS CONTRACT SERVICES	1,589.76	6,666.52	21,400.00	14,733.48	31.2
TRANSFERS OUT	.00	.00	43,000.00	43,000.00	.0
TOTAL FUND EXPENDITURES	29,365.84	142,257.11	335,653.00	193,395.89	42.4
NET REVENUE OVER EXPENDITURES	(28,437.44)	(117,867.30)	.00	117,867.30	.0

CITY OF WOODLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2013

STREET IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>INTERGOVERNMENTAL AID</u>					
401-33610 STATE/COUNTY AID	.00	.00	.00	.00	.00
TOTAL INTERGOVERNMENTAL AID	.00	.00	.00	.00	.00
<u>SPECIAL ASSESSMENTS</u>					
401-36102 INTEREST INCOME	.00	.00	30.00	(30.00)	.00
TOTAL SPECIAL ASSESSMENTS	.00	.00	30.00	(30.00)	.00
<u>OTHER FINANCING SOURCES</u>					
401-39200 INTERFUND TRANSFER	.00	.00	43,000.00	(43,000.00)	.00
TOTAL OTHER FINANCING SOURCES	.00	.00	43,000.00	(43,000.00)	.00
TOTAL FUND REVENUE	.00	.00	43,030.00	(43,030.00)	.00

CITY OF WOODLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2013

STREET IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>STREET IMPROVE FUND EXPENSES</u>					
401-43100-303 PROF SERVICES/ENGINEERING	.00	.00	8,000.00	8,000.00	.00
401-43100-351 BID NOTICES/LEGAL/MISC	.00	.00	.00	.00	.00
401-43100-409 STREET IMPROVEMENT	.00	.00	20,000.00	20,000.00	.00
TOTAL STREET IMPROVE FUND EXPENSES	<u>.00</u>	<u>.00</u>	<u>28,000.00</u>	<u>28,000.00</u>	<u>.00</u>
TOTAL FUND EXPENDITURES	<u>.00</u>	<u>.00</u>	<u>28,000.00</u>	<u>28,000.00</u>	<u>.00</u>
NET REVENUES OVER EXPENDITURES	<u>.00</u>	<u>.00</u>	<u>15,030.00</u>	<u>(71,030.00)</u>	<u>.00</u>

CITY OF WOODLAND
 REVENUES/EXPENDITURES COMPARED TO BUDGET
 FOR THE 5 MONTHS ENDING MAY 31, 2013

STREET IMPROVEMENT FUND

<u>REVENUE</u>	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
INTERGOVERNMENTAL AID	.00	.00	.00	.00	.0
SPECIAL ASSESSMENTS	.00	.00	30.00	30.00	.0
OTHER FINANCING SOURCES	.00	.00	43,000.00	43,000.00	.0
TOTAL FUND REVENUE	.00	.00	43,030.00	43,030.00	.0
<u>EXPENDITURES</u>					
STREET IMPROVEMENT FUND EXPENSES	.00	.00	28,000.00	28,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	28,000.00	28,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	.00	15,030.00	15,030.00	.0

CITY OF WOODLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2013

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>TAXES</u>					
601-31801 WATER SURCHARGE REV	.00	.00	.00	.00	.00
TOTAL TAXES	.00	.00	.00	.00	.00
<u>LICENSES & PERMITS</u>					
601-32260 WATER PERMITS	.00	.00	.00	.00	.00
TOTAL LICENSES & PERMITS	.00	.00	.00	.00	.00
<u>SPECIAL ASSESSMENTS</u>					
601-36101 SP ASSMTS - 97 IMPROVE PROJECT	.00	.00	12,020.00	(12,020.00)	.00
601-36102 SA - INTEREST PREPAYMENTS	.00	.00	.00	.00	.00
601-36103 SA - DELINQUENT UTILITIES	.00	.00	.00	.00	.00
601-36200 SA - PRINCIPAL PREPAYMENTS	.00	.00	.00	.00	.00
601-36210 INTEREST EARNINGS	.00	.00	.00	.00	.00
601-36220 OTHER INCOME	.00	.00	.00	.00	.00
TOTAL SPECIAL ASSESSMENTS	.00	.00	12,020.00	(12,020.00)	.00
<u>WATER USAGE REVENUE</u>					
601-37101 WATER USE CHARGES	1,488.39	3,873.83	7,104.00	(3,230.17)	54.53
601-37102 LATE CHARGES & PENALTIES	.00	.00	.00	.00	.00
601-37103 0	.00	.00	.00	.00	.00
601-37150 HOOKUP FEES	.00	.00	.00	.00	.00
601-37170 WATER MAINTENANCE FEE	2,475.94	6,213.62	14,165.00	(7,951.38)	43.87
601-37171 WATER ADMIN FEE	.00	.00	.00	.00	.00
601-37172 WATER USER FEE	866.53	2,181.69	4,961.00	(2,779.31)	43.98
TOTAL WATER USAGE REVENUE	4,830.86	12,269.14	26,230.00	(13,960.86)	46.78
<u>OTHER FINANCING SOURCES</u>					
601-39200 INTERFUND OPERATING TRANS	.00	.00	.00	.00	.00
TOTAL OTHER FINANCING SOURCES	.00	.00	.00	.00	.00
TOTAL FUND REVENUE	4,830.86	12,269.14	38,250.00	(25,980.86)	32.08

CITY OF WOODLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2013

		WATER FUND				
		PERIOD		BUDGET		% OF
		ACTUAL	YTD ACTUAL	AMOUNT	VARIANCE	BUDGET
<u>TRANSFERS</u>						
601-49300-720	OPERATING TRANSFERS	.00	.00	.00	.00	.00
TOTAL TRANSFERS		.00	.00	.00	.00	.00
<u>WATER FUND EXPENSES</u>						
601-49400-106	SALARY	.00	.00	.00	.00	.00
601-49400-122	FICA CONTRIBUTIONS	.00	.00	.00	.00	.00
601-49400-123	MEDICARE CONTRIBUTIONS	.00	.00	.00	.00	.00
601-49400-209	WATER-OFFICE SUPPLIES	.00	.00	.00	.00	.00
601-49400-214	FORMS/PRINTING	.00	.00	.00	.00	.00
601-49400-219	OPERATIONAL SUPPLIES-OTHE	.00	.00	500.00	500.00	.00
601-49400-229	R&M SUPPLIES-OTHER	.00	.00	.00	.00	.00
601-49400-303	ENGINEERING FEES	.00	.00	2,500.00	2,500.00	.00
601-49400-304	LEGAL FEES	.00	.00	.00	.00	.00
601-49400-309	PROFESSIONAL SERVICES-O	.00	.00	.00	.00	.00
601-49400-318	1/3 OF 2011 SHORTFALL	.00	.00	.00	.00	.00
601-49400-319	EQUIPMENT MNTCE-FIRE HYDRANTS	.00	.00	4,000.00	4,000.00	.00
601-49400-320	MNTCE & REPAIRS - CURB STOPS	.00	.00	1,000.00	1,000.00	.00
601-49400-321	EQUIP MNTCE/REPAIR-GATE VALVES	.00	.00	2,400.00	2,400.00	.00
601-49400-322	COMMUNICATIONS-POSTAGE	11.04	21.84	62.00	40.16	35.23
601-49400-323	1/3 OF 2011 REV SHORTFALL-3 YR	.00	.00	2,700.00	2,700.00	.00
601-49400-324	2012 EXCESS MNTCE EXPENSE	.00	.00	1,000.00	1,000.00	.00
601-49400-381	UTILITY SERVICES-ELECTRIC	.00	.00	.00	.00	.00
601-49400-382	UTILITY SVC-WATER	.00	2,046.78	7,104.00	5,057.22	28.81
601-49400-409	R&M CONTRACTURAL-OTHER	.00	.00	.00	.00	.00
601-49400-433	MISC.-DUES & SUBSCRIPTI	.00	.00	.00	.00	.00
601-49400-439	CONTINGENCY	.00	.00	.00	.00	.00
601-49400-590	CAPITAL OUTLAY-OTHER	.00	.00	.00	.00	.00
601-49400-602	IMPROVE BOND-PRINCIPAL	.00	12,500.00	12,500.00	.00	100.00
601-49400-611	INTEREST EXPENSE	.00	.00	.00	.00	.00
601-49400-612	IMPROVEMENT BOND-INTEREST	.00	2,109.38	3,867.00	1,757.62	54.55
TOTAL WATER FUND EXPENSES		11.04	16,678.00	37,633.00	20,955.00	44.32
<u>DEPRECIATION</u>						
601-49970-420	DEPRECIATION EXPENSE	.00	.00	.00	.00	.00
TOTAL DEPRECIATION		.00	.00	.00	.00	.00
TOTAL FUND EXPENDITURES		11.04	16,678.00	37,633.00	20,955.00	44.32

CITY OF WOODLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2013

WATER FUND					
PERIOD		BUDGET		% OF	
ACTUAL	YTD ACTUAL	AMOUNT	VARIANCE	BUDGET	
<hr/>					
NET REVENUES OVER EXPENDITURES	4,819.82 (4,408.86)	617.00 (46,935.86) (714.56)
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CITY OF WOODLAND
REVENUES/EXPENDITURES COMPARED TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2013

WATER FUND

<u>REVENUE</u>	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
TAXES	.00	.00	.00	.00	.0
LICENSES & PERMITS	.00	.00	.00	.00	.0
SPECIAL ASSESSMENTS	.00	.00	12,020.00	12,020.00	.0
WATER USAGE REVENUE	4,830.86	12,269.14	26,230.00	13,960.86	46.8
OTHER FINANCING SOURCES	.00	.00	.00	.00	.0
TOTAL FUND REVENUE	4,830.86	12,269.14	38,250.00	25,980.86	32.1
<u>EXPENDITURES</u>					
TRANSFERS OUT	.00	.00	.00	.00	.0
WATER FUND EXPENSES	11.04	16,678.00	37,633.00	20,955.00	44.3
DEPRECIATION	.00	.00	.00	.00	.0
TOTAL FUND EXPENDITURES	11.04	16,678.00	37,633.00	20,955.00	44.3
NET REVENUE OVER EXPENDITURES	4,819.82	(4,408.86)	617.00	5,025.86	(714.6)

CITY OF WOODLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2013

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>TAXES</u>					
602-31801 SEWER SURCHARGE REV	.00	.00	.00	.00	.00
TOTAL TAXES	.00	.00	.00	.00	.00
<u>LICENSES & PERMITS</u>					
602-32260 SEWER PERMITS	.00	.00	.00	.00	.00
TOTAL LICENSES & PERMITS	.00	.00	.00	.00	.00
<u>SEWER USAGE REVENUE</u>					
602-34401 SEWER USE CHARGES	2,557.64	5,957.51	12,182.00	(6,224.49)	48.90
602-34402 LATE CHARGES & PENALTIES	.00	.00	.00	.00	.00
602-34408 0	.00	.00	.00	.00	.00
TOTAL SEWER USAGE REVENUE	2,557.64	5,957.51	12,182.00	(6,224.49)	48.90
<u>SPECIAL ASSESSMENTS</u>					
602-36100 SP ASSMTS - 97 IMPROVE PROJECT	.00	.00	4,007.00	(4,007.00)	.00
602-36101 SA - PRINCIPAL PREPAYMENTS	.00	.00	.00	.00	.00
602-36102 SA - INTEREST PREPAYMENTS	.00	.00	.00	.00	.00
602-36103 SA - DELINQUENT UTILITIES	.00	.00	.00	.00	.00
602-36210 INTEREST EARNINGS	.00	.00	30.00	(30.00)	.00
TOTAL SPECIAL ASSESSMENTS	.00	.00	4,037.00	(4,037.00)	.00
<u>SEWER USAGE REVENUE</u>					
602-37101 SEWER USE CHARGES	.00	.00	.00	.00	.00
602-37102 LATE CHARGES & PENALTIES	.00	.00	.00	.00	.00
602-37150 HOOKUP FEES	.00	.00	.00	.00	.00
602-37170 SEWER MAINTENANCE FEE	1,379.88	3,472.57	7,883.00	(4,410.43)	44.05
602-37171 SEWER ADMIN FEE	.00	.00	.00	.00	.00
602-37172 SEWER USER FEE	2,136.30	5,374.71	12,188.00	(6,813.29)	44.10
602-37270 SAC-CITY PORTION	.00	.00	.00	.00	.00
TOTAL SEWER USAGE REVENUE	3,516.18	8,847.28	20,071.00	(11,223.72)	44.08

CITY OF WOODLAND
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 5 MONTHS ENDING MAY 31, 2013

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>OTHER FINANCING SOURCES</u>					
602-39200 INTERFUND OPERATING TRANS	.00	.00	.00	.00	.00
TOTAL OTHER FINANCING SOURCES	.00	.00	.00	.00	.00
 TOTAL FUND REVENUE	 6,073.82	 14,804.79	 36,290.00	 (21,485.21)	 40.80

CITY OF WOODLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2013

SEWER FUND		BUDGET	% OF	
PERIOD	YTD ACTUAL	AMOUNT	VARIANCE	BUDGET
ACTUAL				

SEWER FUND EXPENSES

602-43200-106 SALARY	.00	.00	.00	.00	.00
602-43200-122 FICA CONTRIBUTIONS	.00	.00	.00	.00	.00
602-43200-123 MEDICARE CONTRIBUTIONS	.00	.00	.00	.00	.00
602-43200-214 OPERATIONAL SUPP-FORMS/PR	.00	.00	50.00	50.00	.00
602-43200-219 OPERATIONAL SUPPLIES-OTHE	.00	.00	.00	.00	.00
602-43200-229 R&M SUPPLIES-OTHER	.00	.00	.00	.00	.00
602-43200-303 ENGINEERING FEES	.00	.00	1,500.00	1,500.00	.00
602-43200-309 PROFESSIONAL SVCS	2.75	8.50	.00	(8.50)	.00
602-43200-310 SEWER-CONTRACTURAL	.00	.00	.00	.00	.00
602-43200-319 EQUIPMENT MAINTENANCE-OTH	.00	.00	3,200.00	3,200.00	.00
602-43200-322 COMMUNICATIONS-POSTAGE	11.04	21.84	62.00	40.16	35.23
602-43200-351 LEGAL NOTICES	.00	.00	.00	.00	.00
602-43200-381 UTILITY SERVICES-ELECTRIC	.00	.00	.00	.00	.00
602-43200-385 UTILITY SVC-SEWER	.00	3,602.44	12,182.00	8,579.56	29.57
602-43200-400 REPAIR & MNTNCE-INFILTRATION	.00	.00	3,000.00	3,000.00	.00
602-43200-404 R&M-MACHINERY & EQUIPMENT	.00	.00	.00	.00	.00
602-43200-409 R&M CONTRACTURAL-OTHER	.00	.00	.00	.00	.00
602-43200-420 SEWER-DEPRECIATION	.00	.00	.00	.00	.00
602-43200-439 SEWER-CONTINGENCY	.00	.00	.00	.00	.00
602-43200-530 CAPITAL OUTLAY-OTHER THAN	.00	.00	.00	.00	.00
602-43200-602 IMPROVE BOND-PRINCIPAL	.00	16,653.46	33,502.00	16,848.54	49.71
602-43200-611 ACCRUED INTEREST EXPENSE	.00	.00	.00	.00	.00
602-43200-612 IMPROVE BOND-INTEREST	.00	2,746.54	5,298.00	2,551.46	51.84
602-43200-720 OPERATING TRANSFERS	.00	.00	.00	.00	.00
602-43200-770 DEPRECIATION EXPENSE	.00	.00	.00	.00	.00

TOTAL SEWER FUND EXPENSES	13.79	23,032.78	58,794.00	35,761.22	39.18
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DEPRECIATION

602-49970-420 DEPRECIATION EXPENSE	.00	.00	.00	.00	.00
TOTAL DEPRECIATION	.00	.00	.00	.00	.00

TOTAL FUND EXPENDITURES	13.79	23,032.78	58,794.00	35,761.22	39.18
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NET REVENUES OVER EXPENDITURES	6,060.03	(8,227.99)	(22,504.00)	(57,246.43)	(36.56)
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CITY OF WOODLAND
 REVENUES/EXPENDITURES COMPARED TO BUDGET
 FOR THE 5 MONTHS ENDING MAY 31, 2013

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUE</u>					
TAXES	.00	.00	.00	.00	.0
LICENSES & PERMITS	.00	.00	.00	.00	.0
SEWER USAGE REVENUE	2,557.64	5,957.51	12,182.00	6,224.49	48.9
SPECIAL ASSESSMENTS	.00	.00	4,037.00	4,037.00	.0
SEWER USAGE REVENUE	3,516.18	8,847.28	20,071.00	11,223.72	44.1
OTHER FINANCING SOURCES	.00	.00	.00	.00	.0
TOTAL FUND REVENUE	6,073.82	14,804.79	36,290.00	21,485.21	40.8
<u>EXPENDITURES</u>					
SEWER FUND EXPENSES	13.79	20,286.24	53,496.00	33,209.76	37.9
DEPRECIATION	.00	.00	.00	.00	.0
TOTAL FUND EXPENDITURES	13.79	20,286.24	53,496.00	33,209.76	37.9
 NET REVENUE OVER EXPENDITURES	 6,060.03	 (5,481.45)	 (17,206.00)	 (11,724.55)	 (31.9)



BOLTON & MENK, INC.

Consulting Engineers & Surveyors

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May 20, 2013

Minnehaha Creek Watershed District
Attn: Becky Houdek
18202 Minnetonka Blvd.
Deephaven, MN, 55391

RE: Spring 2013 Phosphorus Reduction Totals for the Municipalities of Deephaven, Greenwood, and Woodland

Ms. Houdek:

We have completed our review of the results of the spring 2013 street sweepings analysis for Total Phosphorus (TP) removal. The street sweepings were collected from the individual communities and weighed. Then using an average TP concentration for springs of 2011 - 2013 (as determined by the University of Minnesota Research Analytical Laboratory) the total pounds of TP removed were calculated. The results are tabulated below.

MUNICIPALITY	AVERAGE TP CONCENTRATION (mg/kg)	SWEEPINGS COLLECTED (Tons)	POUNDS TP REMOVED
Deephaven	262.66	252.00	132.38
Greenwood	259.18	51.00	26.44
Woodland	312.37	39.00	24.36

If you have any questions regarding the sampling method or the analysis procedure please give me a call to discuss.

Respectfully Submitted,
BOLTON & MENK, INC.

Robert E. Bean, Jr., P.E.

CC: David Martini, P.E., Bolton & Menk, Inc.