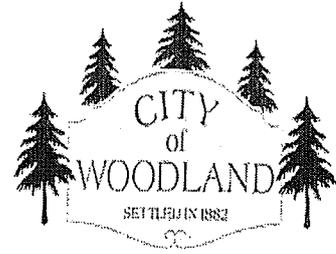


CITY OF WOODLAND
City Council Agenda

MONDAY, JUNE 11, 2012
7:00 P.M.



1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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 14, 2012; Regular Council Meeting
- B.** Resolution No. 11-2012; Appointment of Election Judges & Absentee Ballot Board
- C.** Resolution No. 12-2012; Designating Hennepin County as the Central Count Location for Absentee Ballots

4. PUBLIC COMMENTS

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. NEW BUSINESS

- A.** Greg Nybeck, Director of the Lake Minnetonka Conservation District
- B.** Contract for Services with Deephaven; Resolution No. 13-2012
- C.** County Road 101 Improvements Update

6. OLD BUSINESS

- A.** Continued; Resolution No. 08-2012; Hennepin County Recycling Grant Agreement

7. MAYOR'S REPORT

8. COUNCIL REPORTS

- A.** Council Member Jilek - Ordinances, Website & LMCC
- B.** Council Member Rich - Roads, Signs & Trees
- C.** Council Member Carlson - Finance, Enterprise Funds, Intgov. Relations & MCWD
- D.** Council Member Massie - Public Safety & Deer Management

9. ACCOUNTS PAYABLE

10. TREASURER'S REPORT

11. 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.
- Next meeting: July 9, 2012

WOODLAND
CITY COUNCIL MINUTES
Monday, May 14, 2012

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Mayor Doak called the meeting to order at 7:30 P.M.

ROLL CALL

Present: Mayor Jim Doak; Council Members Sliv Carlson, Mike Jilek, Chris Rich and John Massie

Staff: City Engineer Dave Martini and City Clerk Shelley Souers.

Guests: Mr. Tom Newberry, Maria Saulsbury, John Dhamer Jr., Jeff Casale (MCWD)

CONSENT AGENDA

- A. Minutes April 9, 2012; Board of Appeals and Equalization
- B. Minutes April 9, 2012; Regular Council Meeting
- C. Resolution No.11-2012; Extension of the Special Use Permit for 2750 Gale Road (Curtis Marks)

Council Member Carlson moved to approve the consent agenda. Council Member Jilek seconded the motion. Motion carried 4-0.

Council Member Massie arrived.

PUBLIC COMMENTS

None.

OLD BUSINESS

A. Stone Arch Landscape Project Update – John Dhamer Jr.

John Dhamer Jr. addressed with the Council regarding his proposed landscape project noting that he reduced the number of plants and plans to include a stone path. John reported that he is also working on a sign layout that would include some history of Stone Arch Road.

John stated that he would like to host a fund raising effort with a neighborhood ice cream social.

Council Member Jilek stated that he would encourage Groveland residents to attend the ice cream social.

Council suggested that John complete a landscape plan and a list of the proposed plants. Council agreed that the City remove a tree and add topsoil to facilitate the project.

B. Resolution No. 10-2012; Stone Arch Road Improvement Bid Approval

Dave Martini presented the construction bids received for the Stone Arch Road improvements. Mr. Martini noted that the scope was modified from what was originally conceived, due to the low elevation of the western portion of the road. The westerly section of roadbed will require an additional 3-4 inches of base, which caused the bids to come in higher than estimated. Mr. Martini also noted that the existing culvert at 2750 Stone Arch Road may need to be cleaned out to facilitate drainage. Mr. Martini recommended the bid be awarded to the low bidder Oman Brothers as presented for \$46,420.36.

Mr. Martini noted that the price of bids can vary widely based on the contractor's work load and expected completion dates. Smaller roads can present construction challenges and are difficult to estimate labor and other costs. Projects are typically quoted on a unit price. Costs associated with mobilization are calculated separately.

In response to Council Member Carlson's question regarding a guarantee of the improvements, Mr. Martini stated the contract includes a two year warranty. Bolton and Menk's engineering staff will supervise the construction and make contact with all property owners. A pre-construction meeting will be held with the contractor prior to beginning work.

Council Member Rich asked about the estimated cost of the project management fee.

Mr. Martini stated the engineer's review and management is on a hourly basis and expects it to be less than \$5,000.

Council Member Jilek moved to approve Resolution No. 10-2012; awarding the bid to Oman Brothers as presented. Council Member Carlson seconded the motion. Motion carried 5-0.

NEW BUSINESS

A. Jeff Casale, MCWD representative; Wayzata Bay Center Development

Council Member Carlson introduced Jeff Casale, MCWD liaison to Woodland, to provide an update regarding the Wayzata Bay Center redevelopment.

Mr. Casale reported that the redevelopment of the Wayzata Bay Center is being led by Presbyterian Homes and Services, which has been working with MCWD staff for five years to develop a stormwater management approach for the project. The Wayzata Bay Center is a low impact development and the project does not propose any particularly innovative stormwater management methods, but layers several methods together to enhance results. The wetland in the area had been largely filled over the years. The new development proposal would imitate the function of the wetland to clean stormwater runoff from the property in to Lake Minnetonka.

The MCWD will fund up to 50% of the costs over an above the minimum stormwater rules requirement. The developer worked with the MCWD to create something more innovative than a runoff pond. The proposed plan is to create storage chambers under the streets filled with gravel/sand allowing the water to infiltrate into the lake and mimic the pre-developed wetland that was there.

Mr. Casale noted that all projects the MCWD approves must be part of the MCWD's comprehensive plan to improve stormwater. The MCWD funding comes from property taxes and they also have bonding authority for projects as needed.

Mayor Doak noted that since the MCWD Board is appointed there appears to be little direct vetting of the projects by the taxpayers. He wants to be certain that careful consideration is given to the benefit and efficiency of improvements versus the costs to taxpayers.

Mr. Casale responded that developers are not being subsidized to make any improvements that would not already be mandatory as part of the development requirements. The cost sharing applies to enhancements above the basic stormwater control requirements. The Board and citizen advisory group reviews all projects prior to approval.

Mayor Doak reiterated that Woodland supports the water quality improvements and relies on the MCWD to be a steward of the tax dollars from the residents of Woodland.

Council thanked Mr. Casale and appreciates the MCWD's efforts to keep the City informed.

B. Resolution No. 09-2012; Appointment of Fred Meyer to the Lake Minnetonka Conservation District (LMCD)

Mayor Doak introduced Fred Meyer, who has volunteered to serve as Woodland's liaison to the LMCD. Mr. Meyer has lived in Woodland for many years and sails on Lake Minnetonka.

Council Member Jilek thanked Mr. Meyer for his willingness and commitment to represent Woodland on the LMCD Board.

Council Member Carlson moved to approve Resolution No. 09-2012; Council Member Massie seconded the motion. Motion carried 5-0.

C. LMCIT 2012/2013 Liability Insurance Renewal

Council reviewed the municipal insurance coverage and renewal quote for liability insurance effective through May 2013.

Council Member Rich moved to approve the LMCIT insurance renewal, not including the blanket faithful performance bond. Council Member Jilek seconded the motion. Motion carried 5-0.

D. LMCD 2013 Draft Budget & Levy

Council reviewed the LMCD's proposed draft budget and levy for 2013. Mayor Doak will attend a budget review session at LMCD headquarters in coming weeks. The LMCD plans to continue milfoil removal as necessary for navigational purposes. The LMCD intends to develop a comprehensive plan for milfoil removal and treatment going forward. Council took no action on the draft budget and levy.

C. Resolution No. 08-2012; Hennepin County Recycling Grant Agreement

Council reviewed the Hennepin County Recycling Grant Agreement. Council Member Rich questioned the value of participating in the grant program, given the recycling goals which seemed unrealistic and gave the County rights to mandate City activities. In addition the County requires liability cover at that could possibly exceed the City's coverage, thus increasing City costs.

Council tabled action to the June 11 Council meeting to review the municipal insurance coverage minimums and any implications if the County's goals are not achieved as outlined in the agreement.

E. Hennepin County Solid Waste Management Master Plan

A copy of Hennepin County's Solid Waste Management Master Plan was included in the Council materials for informational purposes. No action was necessary.

MAYORS REPORT

Mayor Doak reported that a *School Bus Stop Ahead* sign has been installed on Breezy Point Road. A resident had suggested speed humps and stop signs to slow traffic along Breezy Point Road. Mayor Doak, after consultation with Police Chief Johnson, noted installing stop signs or speed bumps/humps to control traffic speed on main travel arteries is not advisable. The Council concurred with this observation.

The City has added four new speed limit signs and a school bus stop sign. The School District has changed the direction of the bus route to reduce the need for children to cross the street. The police will continue the patrol and enforcement of speed limits.

COUNCIL REPORTS

Ordinances, Website & LMCC

No report

Roads, Signs & Trees

Council Member Rich reported that pot-hole patching was completed. Several road shoulders will be repaired to prevent further damage and wash out.

Council Member Rich reported that he met with Mrs. Melsness, 2800 Breezy Heights Road, regarding a sign request. The Melsness's would like two signs to denote children at play, (at the beginning of the street and at the top of the hill along side the tennis court). Council discussed the sign request and approved one sign

(Children at Play). Council agreed the sign would be most effective along the hill coming into Breezy Point Road, near the existing retaining wall. Due to the narrow road right-of-way, the City will speak with the owners at 2840 Breezy Heights Road, regarding placement of a sign near the retaining wall on their property.

Finance, Enterprise Funds, Intgov. Relations & MCWD

Council Member Carlson reported that the legislature approved two questions to be placed on the General Election Ballot.

Public Safety & Deer Management

No report.

ACCOUNTS PAYABLE

*Council Member Carlson moved approval of the Accounts Payable as submitted.
Council Member Jilek seconded the motion. Motion carried 5-0.*

TREASURER'S REPORT

*Council Member Rich moved approval of the Treasurer's Report as submitted.
Council Member Jilek seconded the motion. Motion carried 5-0.*

ADJOURNMENT

Council adjourned by consent at 9:41PM

ATTEST:

Shelley J. Souers, City Clerk

James S. Doak, Mayor

**City of Woodland
Resolution No. 11-2012**

**A RESOLUTION APPOINTING THE 2012 STATE PRIMARY AND GENERAL
ELECTION JUDGES AND ESTABLISHING HENNEPIN
COUNTY AS THE ABSENTEE BALLOT BOARD.**

WHEREAS, Minnesota Election Laws 204B.21 requires the certification of Election Judges for the State Primary Election and General Election to be appointed by the governing body of the municipality at least 25 days before the election.

WHEREAS, the City of Woodland has one voting precinct and the City Hall will serve as the absentee ballot center for the residents of Woodland; and

WHEREAS, Minn. Statute Section 203B.121 stated that an Absentee Ballot Board must be established by the City to facilitate the absentee process for an upcoming election;

NOW, THEREFORE BE IT RESOLVED that the Woodland City Council hereby appoints the individuals named on Exhibit A, attached hereto and made part hereof and on file in the office of the City Clerk to officiate at the State Primary and General Elections;

BE IT FURTHER RESOLVED the City Clerk is, with this, authorized to make substitutions and additions to the Election Judge Roster, as deemed necessary, in order to fill vacancies and meet party splits;

BE IT FURTHER RESOLVED Minn. Statute Section 204B.31 states payment of a wage for each hour spent performing election duties at the polling place and in attending sessions required for election judge training, plus mileage in the same amount as allowed pursuant to section 471.665, subd. 1 to conduct the 2012 Primary & General Election; and

- Election Judges: \$9.00 per hour
- Head Judges: \$9.50 per hour
- Mileage: Set by Resolution 03-2012

BE IT FURTHER RESOLVED the Woodland City Council also appoints City Election Officials and approves all members appointed to the Hennepin County Absentee Ballot Board as authorized under Minn. Stat. 204B.21, Subd. 2, under the direction of the Election Manager to serve as the Woodland Absentee Ballot Board as required by Minn. Stat. 203B.121.

Adopted by the City of Woodland this 11th day of June, 2012.

James S. Doak, Mayor

ATTEST:

Shelley Souers, City Clerk

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**City of Woodland
Resolution No. 12-2012**

A RESOLUTION DESIGNATING HENNEPIN COUNTY AS THE CENTRAL COUNT LOCATION AND FOR THE USE OF THE CENTRAL COUNTER 650 FOR ABSENTEE BALLOTS FOR THE 2012 STATE PRIMARY AND GENERAL ELECTIONS.

Whereas, the passage of Session Laws Ch 194 (HF 3111) in the 2010 Minnesota legislative session provided for centralized processing and counting of absentee ballots in Minnesota counties and cities, and

Whereas, in order to permit the timely and effective processing and counting of absentee ballots, the City of Woodland requires the use of an electronic central ballot counter, and

Whereas, Hennepin County has leased Elections Systems and Software Inc. Model 650 central ballot counters for the 2012 election season

Whereas, the Elections Systems and Software Inc. Model 650 central ballot counter has been approved by the Secretary of State pursuant to Minnesota Statutes, Section 206.57, and

Whereas, pursuant to Minnesota Statutes, Section 206.58, subd. 1, the governing body of a municipality may provide for the use of an electronic voting system in one or more precincts and at all elections in the precincts, subject to approval by the County Auditor, and

Whereas, the County Auditor has approved the use of the Elections Systems and Software Inc. Model 650 central ballot counter in the precincts of Hennepin County,

NOW, THEREFORE BE IT RESOLVED that the Woodland City Council hereby designates Hennepin County and its Election Officials as the Ballot Board and the Central Count Location for all absentee ballots.

Adopted by the City of Woodland this 11th day of June, 2012.

James S. Doak, Mayor

ATTEST:

Shelley Souers, City Clerk

Election Central Count Location Resolution.doc

CITY OF WOODLAND & CITY OF DEEPHAVEN
LETTER OF UNDERSTANDING FOR YEAR 2013

RESOLUTION NO. 13-2012

1. Clerical Services

The City of Deephaven will provide clerical services to the City of Woodland that will be compensated in the amount of \$48,257.00 per year or \$4,021.41 per month. This represents clerical services provided 8 hours per day on Tuesdays, Wednesdays and Thursdays at \$38.67 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 5.7% annual increase.

2. Police Services

The City of Deephaven will provide police services to the City of Woodland as described in the attached Agreement for Police and Administrative Services and will be compensated in the amount of \$104,278.00. This amount will be payable to the City of Deephaven in the amount of \$8,689.83 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 \$34.88 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 \$33.37 per public works employee and an hourly vehicle rate of \$50.81. This represents a 3.0% annual increase in labor rates and a 4.0% 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, 2013.

Adopted by the Council of the City of Woodland this 11th day of June, 2012 and by the Council of the City of Deephaven this 18th day of June, 2012.

CITY OF WOODLAND

CITY OF DEEPHAVEN

James S. Doak, Mayor

Paul A. Skrede, Mayor

Attest: _____
Shelly Souers, City Clerk

Dana Young, City Administrator

May 29, 2012

To: Honorable Mayor Jim Doak & Woodland City Council
From: Dana H. Young, Deephaven City Administrator
Re: Proposed 2013 Contract for Services

I am pleased to present this summary of the proposed 2013 Contract for Services between the City of Deephaven and the City of Woodland for your review. The 2013 contract proposes that Deephaven would provide services to Woodland in the following five areas:

- **Clerical Services.**
- **Police Services.**
- **Zoning Coordinator Services.**
- **Building Inspection Services.**
- **Public Works Services, upon request.**

Clerical Services

Deeplaven's 2013 proposal for clerical services would continue to provide Shelley Souer as Woodland City Clerk for 8 hours per day from Tuesday through Thursday. From all reports, Shelley continues to do an excellent job as the Woodland City Clerk and we look forward to having her continue in that same capacity in 2013.

- **The proposed annual cost to Woodland for 2013 clerical services is \$48,257.** The 2013 fee proposes a 5.7% increase in the Clerical Services fee from 2012 to 2013. The fee covers Shelley's salary (\$27.15 per hour x 24 hours per week x 52 weeks = \$33,833) and pro-rated benefits associated with that salary (PERA, FICA, Medicare, health, dental & life insurance). The reason for this increase is due to a 2% salary increase proposed for Deeplaven employees in 2013 and Shelley's decision to switch from single coverage to employee/spouse coverage under the City's group health insurance.

Similar to previous years, Deeplaven Staff would continue to provide on-going phone, permit and license assistance to Woodland residents on Mondays, Fridays and during those days when Ms. Souers is either on vacation or sick leave. Ms. Souer's clerical responsibilities are described in Exhibit A. A summary of historic, current and proposed costs for clerical services are shown below:

Clerical Services	2008 Actual	2009 Actual	2010 Actual	2011 Actual *	2012 Contract	2013 Proposed
Annual Cost	\$35,743	\$36,892	\$37,591	\$45,276	\$45,655	\$48,257

* The increase beginning in 2011 was due to Woodland paying the prorated cost of Shelley's health insurance premium.

Police Services

Deephaven proposes a 2% increase in contract fees for 2013 Police Services. The Deephaven City Council has negotiated a 2% salary increase in 2013 with the Police Union and, despite an overall salary increase of 2.7% in 2013 due to step pay increases for several of our newer officers, Deephaven proposes to keep the overall increase to Woodland at only 2% in 2013. Police responsibilities are defined in Exhibit B, in the proposed January 1, 2013 Agreement for Police and Administrative Services between the City of Deephaven and the City of Woodland. **The proposed annual cost to Woodland for 2013 Police Services is \$104,278.** A summary of historic, current and proposed costs for police services is shown below:

Police Services	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Contract	2013 Proposed
Annual Cost	\$93,686	\$98,370	\$98,615	\$101,321	\$102,233	\$104,278

Zoning Coordinator Services

Deephaven proposes a 2.0% increase in the hourly fee for Zoning Coordinator Services in 2013 due to a proposed 2.0% increase for all Deephaven employees in 2013. Zoning Coordinator responsibilities are defined in Exhibit C.

The proposed annual cost to Woodland for 2013 Zoning Coordinator Services is estimated at \$2,100, although actual costs will vary according to the number of hours provided to Woodland. A summary of historic, current and proposed hourly rates and costs for Zoning Coordinator services are shown below:

Zoning Services	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Contract	2013 Proposed
Hourly Rate	\$28.93	\$29.80	\$29.80	\$33.85	\$34.19	\$34.88
Annual Cost	\$2,070	\$1,982	\$1,214	\$1,710	\$2,100	\$2,100

Building Inspection Services

Deephaven proposes to pay for all costs relating to Building Inspection Services including Deephaven staff time and the cost of Minnetonka's plan review & inspections, Building Permit State Surcharge Fees, plus a variety of other administrative costs that are not reflected in the Clerical Services Fee. This would include costs for city hall office & storage rent, office equipment rental and office charges for phone, software & technical support, copies and postage. The following building permit formula is proposed for 2013, which proposes to retain the existing formula that has been used since 2007:

- 1st \$10,000 in Woodland Building Permit Fees is kept by Deephaven and the balance of the fees are split 60% to Woodland and 40% to Deephaven

The purpose and design of the building permit formula is to enable Deephaven to recover two costs while enabling Woodland to retain the remaining balance of the permit revenues. The costs include:

- The cost of Minnetonka’s plan review & inspection services provided on behalf of the City of Woodland, which has averaged \$10,550 per year over the last six years.
- Woodland Building Permit fees also reimburse Deephaven for a number of administrative costs and services that Woodland uses but is not charged a direct fee. These costs would include the use of city hall & storage space, office equipment, phone service, copier use, coping costs, software & technical support, postage, utilities, janitorial services, and salaries to administer permits. The annual cost for these services has been estimated at \$21,208 and is shown in more detail in Exhibit D.

In summary, the design of the building permit formula enables Woodland to retain a significant portion of its building permit revenue, reimburses Deephaven for the services provided to Woodland by Minnetonka, and also reimburses Deephaven for a number of administrative costs and services provided by Deephaven to Woodland at no direct cost. Over the last five years, Woodland’s share of its building permit revenue has averaged \$17,735 per year and Deephaven’s share of Woodland’s permit revenue has averaged \$11,547 per year after deducting the fees paid to the City of Minnetonka for Woodland inspection services. This latter amount reimburses Deephaven for the administrative costs and services that are not directly charged to Woodland.

A summary of 2007 – 2011 building permit revenues are shown on below.

Building Permits	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual
Total Permit Revenue	\$47,305	\$63,361	\$10,530	\$57,566	\$19,025
Woodland’s Share	\$22,383	\$32,017	\$ 318	\$28,540	\$5,415
Deephaven’s Net Share *	\$12,362	\$14,893	\$ 856	\$23,078	\$6,545

* Minus payments to Minnetonka for plan review and inspection services in Woodland.

Public Works Services

Public Works Services are only provided only *upon request* from the City of Woodland. Deephaven proposes a 3% increase in the hourly rate for 2013 public works labor and a 4% increase in the hourly rate for 2013 public works vehicle usage. The increase in the hourly labor and vehicle rates are necessary to cover actual costs. A summary of historic, current and proposed hourly rates for public works services on the next page:

Public Works Services	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Proposed
Hourly Labor	\$28.78	\$29.64	\$29.64	\$31.46	\$32.40	\$33.37
Hourly Vehicle	\$41.77	\$43.86	\$43.86	\$46.98	\$48.86	\$50.81

Summary

On behalf of the City of Deephaven, I would like to thank the Woodland City Council for the many years of cooperative service between our two communities and look forward to continuing to provide Woodland and her residents with exceptional service in 2013.

EXHIBIT A

CLERICAL SERVICES

- A. **Services to be performed.** The City of Deephaven will perform the following services on behalf of the City of Woodland.
1. Deephaven will provide one clerical staff member to work 8 hours per day on Tuesdays, Wednesdays and Thursdays who will work exclusively on behalf of the City of Woodland in performing the services described in this Exhibit.
 2. Deephaven City Staff will assist the Woodland clerical staff when needed or on special projects and will perform the duties described in items No. 3 through No. 5 in this Exhibit.
 3. Deephaven will maintain a physical City office in which residents of Woodland may come for assistance and to obtain all the necessary licenses, applications, homestead exemptions, utility billing payments and building permits required by the City of Woodland.
 4. Provide personal and telephone assistance during normal business hours for the citizens of Woodland.
 5. Keep available forms for applications for permits and licenses to be issued by the City of Woodland, including applications for building permits, and provide routine clerical assistance to individuals in completing such applications.
 6. Perform the utility billing based upon the individual charges for utility service, including the preparation and mailing of statements and receipt of an accounting for payments from Woodland residents.
 7. Perform routine bookkeeping services for the City of Woodland, including the making of bank deposits, preparation of monthly and annual financial reports.
 8. Assist the designated City Auditor in preparing the annual audit of City financial statements.
 9. Administrate local, state and federal elections for the City of Woodland.
 10. Provide the appropriate meeting space in which to conduct monthly meetings of the Woodland City Council and other meetings as appropriate.

11. Attend all City Council meetings and record Council minutes.
12. Development and administration of administrative policies, resolutions and ordinances.
13. Provide clerical assistance in matters relating to public improvement projects.
14. Represent the City of Woodland on matters pertaining to the state and federal governments and other governmental units or agencies.
15. Perform any additional duties, tasks or responsibilities as directed by the Mayor or City Council.
16. Maintain all records of the City of Woodland as recommended by the Record Retention Program provided by the Minnesota Department of Administration.

APPENDIX B

AGREEMENT FOR POLICE AND ADMINISTRATIVE SERVICES BETWEEN THE CITY OF DEEPHAVEN AND THE CITY OF WOODLAND

This Agreement is made and entered into the _____ day of _____, 2012, by and between the CITY OF DEEPHAVEN ("Deephaven"), a Minnesota municipal corporation, and the CITY OF WOODLAND ("Woodland"), a Minnesota municipal corporation.

WITNESSTH:

WHEREAS, the parties hereto are authorized by law to provide police protection and administrative services to their residents; and

WHEREAS, Deephaven has the staff capabilities to provide police protection and administrative services to both residents of Deephaven and Woodland; and

WHEREAS, Woodland is desirous of entering into an agreement with Deephaven for the performance of law enforcement, police protection, emergency management, animal control services, zoning and building code enforcement and clerical services within Woodland or on behalf of Woodland by the City of Deephaven; and

WHEREAS, both parties have each determined that it will be in the best interest of their respective cities to jointly and cooperatively exercise such powers in the manner provided therein, and that the same shall be for the mutual benefit of both cities; and

WHEREAS, pursuant to Minnesota Statutes Section 471.59, the parties may by agreement provide for the exercise of powers by one of the parties on behalf of the other party.

NOW, THEREFORE, the parties hereto agree as follows:

1. Police Officers.

(a) Deephaven Police Officers shall be designated as police officers of Woodland and shall enforce Woodland ordinances and shall have full authority and responsibility to provide police protection in accordance with all enabling legislation by the laws of the State of Minnesota. The Deephaven Police Officers shall serve as Woodland Animal Control Officers. The Deephaven Police Chief is designated the Woodland Police Chief.

(b) The Deephaven Police Department shall provide Woodland with law enforcement and police protection services, which shall be essentially the same as the services provided in Deephaven.

(c) The Deephaven Police Officers shall provide the Woodland Animal Control Officer services on an "On Call" basis without patrolling responsibility. The service shall be provided in accordance with

Woodland Ordinance No. 405. The impound fees owing under Woodland Ordinance No. 405 for animals impounded by the Deephaven Police Officers shall be collected by and retained by the City of Deephaven. Deephaven shall collect any boarding charges owing for an animal impounded by Deephaven under the Woodland ordinance, and shall pay the impound facility the amount owing. If an animal impounded under Woodland ordinances is not claimed, Woodland shall pay any amounts owing to the impound facility for the animal. Deephaven shall give Woodland a written report as to any animal impounded by Deephaven under the Woodland ordinance.

(d) The law enforcement, police services and animal control services rendered to Woodland by Deephaven will be under the sole direction of Deephaven. The standards of performance, the hiring and discipline of officers assigned, and other matters relating to regulation and policies related to police enforcement, services and activities will be within the exclusive control of Deephaven. Enforcement policies of Deephaven will prevail as to enforcement policies within Woodland. A written statement of the current enforcement policies of Deephaven will be provided to Woodland.

(e) Woodland agrees to pay the cost of prosecution for all offenses charged within its corporate boundaries. Woodland shall be responsible for all costs incurred either before or after trial for confinement of prisoners. Investigations and preparations for trial by police officers, as well as attendance in court by such officers, shall be included within the cost of services established by Section 5 of this agreement. LEAA Funds and confiscated drug funds will be retained by Deephaven. Fine revenue will be paid to Woodland.

2. Zoning and Building Code Enforcement.

The Deephaven Zoning Coordinator shall be designed as the Zoning Coordinator of Woodland and shall enforce Woodland ordinances pertaining to zoning, subdivisions and public nuisances. The Deephaven Zoning Coordinator shall have full authority and responsibility to provide code enforcement in accordance with the State Building Code and the Woodland City Ordinances.

3. City Clerical Services.

A member of the Deephaven City Staff shall be designated as the Woodland City Clerk and shall perform all duties and responsibilities described in Exhibit A. The responsibilities of the Woodland City Clerk may be changed by common consent over time and the number of hours specifically devoted to this position will be established by annual resolution between the two cities.

4. Term.

The term of this agreement shall commence on January 1, 2013 and continue for twelve months ending January 1, 2014, unless the parties mutually agree to terminate or modify this agreement or unless either party gives the other twelve months written notice of termination.

5. Cost of Services.

Deephaven and Woodland shall adopt a joint resolution each year establishing the cost of service owing to the City of Deephaven. The cost of service shall be payable in monthly installments upon receipt of an appropriate invoice from Deephaven.

6. *Insurance.*

Woodland shall be named as an additional insured party on the Deephaven public liability policy.

7. *Communication, Equipment and Supplies.*

Deephaven will furnish all communication equipment and any necessary supplies required to perform the services which are to be rendered by Deephaven to Woodland under this Agreement.

8. *Cooperation and Assistance Agreements.*

Woodland will be included in all cooperative agreements entered into by the Deephaven Police Department with other police services units.

9. *Employees of Deephaven.*

Deephaven Police Officers and other Deephaven employees providing services to Woodland under the Agreement will at all times be employees of Deephaven. All obligations with regard to workers compensation, PERA, withholding tax, insurance, and similar personnel and employment matters will be the obligation of Deephaven. Woodland will not be required to furnish any fringe benefits or assume any other liability of employment to any Deephaven Police Officer and other Deephaven employees providing services to Woodland under this Agreement.

10. *Indemnification.*

Deephaven shall not be responsible for, or in any manner liable for, any claim, demand, action or cause of action of any kind arising out of Deephaven's performance or failure to perform the work covered by this agreement and to be performed within Woodland or for its benefit, whether based on negligence or otherwise, and Woodland agrees to indemnify and defend Deephaven, its Councilmembers, officers and employees and to save and keep them harmless from all claims, losses and expenses incurred or alleged as a result of any claim, demand, action or cause of action arising out of the performance of said work by Deephaven or its employees, or otherwise arising in connection with this agreement, including reasonable attorneys' fees.

11. *Assignment.*

The rights and obligations of the parties under this Agreement will not be assigned, and Deephaven will not subcontract for any services to be furnished to Woodland (except as otherwise provided in this Agreement), without the prior written consent of the other party.

12. *Joint Board.*

A board consisting of the mayor of each municipality shall administer this Agreement. The board shall be responsible for reviewing all matters pertaining to this Agreement, and making recommendations for any changes or modifications of the Agreement to their respective city councils.

IN WITNESS WHEREOF, the parties have executed this agreement in duplicate as of this day and year first above written.

CITY OF DEEPHAVEN

CITY OF WOODLAND

BY _____

BY _____

DATE: _____

DATE: _____

EXHIBIT C

ZONING COORDINATOR SERVICES

Primary Objective of Position

This position will provide services to the cities of Deephaven, Greenwood and Woodland. The objective is to ensure practical application of the zoning, subdivision, shoreland, wetland, nuisance and sign ordinances.

Major Areas of Accountability

- Assist persons to comply with the zoning ordinances, special use permits, variances, wetland development regulations, shoreland management regulations and subdivision regulations.
- Review permit applications and conduct plan reviews
- Investigate inquiries regarding ordinance requirements
- Interpret and explain zoning ordinances
- Review all plans to determine compliance
- Research complaints of violations and enforce zoning related issues
- Issue written reports and orders as necessary
- Maintain complete and accurate records
- Develop written policies on ordinance interpretation
- Coordinate activities with other staff as necessary
- Present reports to City Council as necessary
- Meet with property owners, contractors, residents and other interested parties to explain requirements, investigate complaints and determine appropriate action for issue resolution
- Monitor and enforce accumulation of construction debris, construction noise complaints and other similar issues
- Investigate and monitor nuisance complaints and issue orders or citations as necessary.
- Ensure compliance with sign ordinances
- Review sign permit application, issue permits and conduct inspections.
- Periodically survey communities to determine compliance and take appropriate action
- Keep City Council and City Clerk informed and up to date on problems and issues related to this position.
- Recommend ordinance, fee and policy changes as necessary.

EXHIBIT D

SUMMARY OF ADMINISTRATIVE COSTS AND SERVICES

BUILDING PERMIT STAFF SALARIES

Deephaven Staff	Estimated Hours	Hourly Wage	Hourly Benefits	Estimated Annual Cost
Gus Karpas	36.0	\$30.36	\$ 8.51	1,399
Teresa Pendleton	36.0	\$23.77	\$ 9.20	1,187
Total Salaries				\$2,586

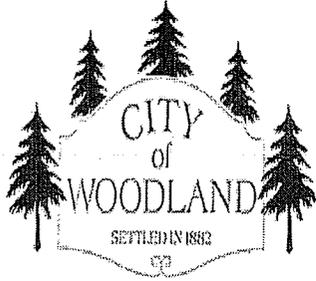
FACILITY RENTAL FEE

Facility	Square Footage	Monthly Cost per Square Foot	Annual Cost
City Hall Office	76 S.F.	\$4.35	3,967
City Hall Storage	24 S.F.	\$4.35	1,253
Total Facility Rent			\$5,220

RENTAL OF OFFICE EQUIPMENT

Item	Replacement Cost	Replacement Schedule	Annual Cost
File Cabinets (3)	\$ 300	15 years	20
Modular Desk	\$1,500	15 years	100
Shelving Units	\$ 400	15 years	27
Computer/Printer	\$1,100	5 years	220
Phone System	\$ 850	10 years	85
Chair	\$ 480	8 years	60
Copier	\$7,670	5 years	1,534
Postage Machine	\$1,200	3 years	400
Fax Machine	\$ 436	10 years	44
Total Equip Rent			\$2,490

WOODLAND CITY COUNCIL



MEETING DATE: June 11, 2012

FROM: Shelley Souers, City Clerk

SUBJECT: County Road 101 Improvements

OVERVIEW

The County is presently preparing a layout of the proposed improvements of County Road 101.

The County intends to address the City Council on July 9th to seek City approval of the layout plans.

Project Schedule

Construction of the project is anticipated to begin in 2014.

COUNCIL ACTION:

No action at this time.

Shelley Souers

From: Nicholas.Peterson@co.hennepin.mn.us
Sent: Friday, June 01, 2012 3:10 PM
To: David Martini; Greg Brown; Lee Gustafson; Mike Kelly; Shelley Souers
Subject: Fw: CSAH 101 in Woodland, Minnetonka, and Wayzata (Co. Project 9931)

Fyi

The layout should be transmitted to Woodland and Minnetonka next week for a desired action on July 9 for Woodland's council. The project will be discussed at the June 5th Wayzata council workshop at 6pm. An additional open house is to be scheduled for Minnetonka and will help steer the council date.

Nick Peterson, P.E.
 Sr. Project Manager
 Hennepin County | Transportation Department | Design Division
 1600 Prairie Drive | Medina, MN 55340
 Direct 612 596 0382 | Fax 763 478 4000
 Nick.Peterson@co.hennepin.mn.us

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From: Craig Twinem
Sent: 06/01/2012 02:42 PM CDT
To: Janis Callison
Cc: Dave Nuckols; James Grube; Nicholas Peterson
Subject: CSAH 101 in Woodland, Minnetonka, and Wayzata (Co. Project 9931)

Commissioner Callison,

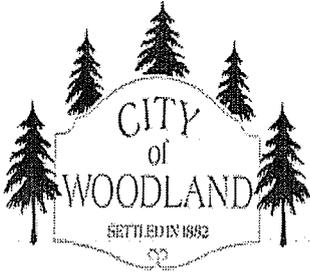
I spoke with Woodland Mayor Jim Doak today, providing him with a project update and letting him know that we will be submitting the preliminary layout for city council approval in the next week or so. (Nick Peterson left a similar voicemail message with the city clerk). The mayor was very pleased. We will probably be on the July 9 council agenda.

I also spoke with Lee Gustafson, and he is also excited about moving the project forward. I assured him that with layout approval from Minnetonka and Woodland, we will move to detail design on the portion south of the bridge. I told him that although we are somewhat confident we will get Wayzata's approval by September, we will prepare to move forward with the south segment only if necessary. Minnetonka wants to hold an open house prior to its council meeting, so we will coordinate with them on that.

Good news for a Friday! Please contact me if you have any questions.

Craig M. Twinem, P.E.
 Design Division Manager
 Hennepin County Transportation Department
 1600 Prairie Drive, Medina, MN 55340-5421
 Telephone: (612) 596-0360
 Fax: (763) 478-4000
 e-mail: craig.twinem@co.hennepin.mn.us

6/5/2012



WOODLAND CITY COUNCIL

MEETING DATE: May 14, 2012
FROM: Shelley Souers, City Clerk
SUBJECT: Adopt Resolution No. 08-2012;
authorizing Woodland to enter into the
2012-2015 Residential Recycling Grant
Agreement with Hennepin County

OVERVIEW

Since 1994, Hennepin County has provided grant funding to each municipality for the purpose of increasing recycling participation. Woodland has used these grant funds to offset the costs of the recycling collection.

The County adopted the goals established in the Minnesota Pollution Control Agency's Metropolitan Solid Waste Management Policy Plan and developed a Residential Recycling Funding Policy to help the County reach a 45% recycling rate by 2015. The County's current recycling rate is 38%.

Each municipality seeking funding under the terms of the Residential Recycling Funding Policy must enter into a Residential Recycling Grant Agreement with the County for the term concurrent with the expiration of the Residential Recycling Funding Policy on December 31, 2015.

Cities are required to conduct recycling programs and implement activities designed to increase recycling participation rates and household volumes consistent with the policy and progress toward County goals in order to receive grant funding.

The Council raised questions regarding of the grant agreement contract.

- Q:** Does Woodland's Liability Insurance meet the minimum standards established by the County (page 7 of agreement)?
- A:** Northern Capital Insurance (Woodland's agent representative) reviewed the Grant Agreement and confirmed that Woodland's municipal liability coverage meets the County's requirement.
- Q:** The County set a goal of 725 pounds per household by 2015. If the goal is not met will the City forego grant funds?
- A:** Woodland residents average 580 pounds per household (2010). If the City does not meet the goal of 725 pounds, the County will review the City's collection plan and work with the City to increase participation and volume collected. The City can negotiate a recycling improvement plan.
- Q:** What are the ramifications if the City opts out of the grant agreement?
- A:** The City would not be eligible for funding until 2016, because the term of this agreement runs through 2015.

BUDGET IMPACT

The City pays for recycling collection monthly to the private hauler Waste Management. The recycling collection costs for 2012 will be \$9,960. The Hennepin County Grant for 2012 will be approximately \$1,580.

RECOMMENDED COUNCIL ACTION:

As part of the grant application process, and in order to receive funding, Hennepin County requires each municipality to adopt a resolution authorizing entering into the recycling grant agreement with Hennepin County.

Motion to approve Resolution No. 08-2012; approving a Residential Recycling Grant Agreement with Hennepin County from 2012-2015.

**CITY OF WOODLAND
RESOLUTION NO. 08-2012**

**A RESOLUTION AUTHORIZING ENTERING INTO THE
2012-2015 RESIDENTIAL RECYCLING GRANT AGREEMENT
WITH HENNEPIN COUNTY**

WHEREAS, the County Board, by Resolution adopted and approved the Hennepin County Recycling Funding Policy for the period of January 1, 2012 – December 31, 2015, and authorized grant funding for municipal recycling programs consistent with said policy; and,

WHEREAS, the City of Woodland operates a municipal residential recycling program and other waste reduction and recycling activities; and,

WHEREAS, the Recycling Program is consistent with Minnesota Statutes, Chapter 115A; the Office of Environmental Assistance Solid Waste Management Policy Plan; Hennepin County's Solid Waste Management Master Plan; and Hennepin County's Residential Recycling Funding Policy (2012-2015) .

NOW, THEREFORE, BE IT RESOLVED that the Woodland City Council authorizes entering into the 2012-2015 Hennepin County Residential Recycling Grant Agreement and that the Woodland City Council hereby authorizes the City Clerk to sign the Agreement on behalf of the City of Woodland.

Adopted by the City Council of the City of Woodland this 11th day of June, 2012.

James Doak, Mayor

ATTEST

Shelley Souers, City Clerk



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 24, 2012

Robert Finley
Regional Manager
Minnesota Pollution Control Agency
12 Civic Center Drive
Suite 2165
Mankato, MN 56001

RE: Comments on Mississippi River Total Suspended Solids (TSS) TMDL

Dear Mr. Finley:

This letter is written on behalf of our many MS4 client communities as listed below:

- | | |
|------------------------|-------------------|
| 1. Waconia | 7. St. Bonifacius |
| 2. Louisville Township | 8. Woodland |
| 3. Deephaven | 9. Big Lake |
| 4. Greenwood | 10. Buffalo |
| 5. Mound | 11. Litchfield |
| 6. Orono | |

All of these cities are MS4 communities that are directly affected by the proposed Mississippi River Total Suspended Solids (TSS) TMDL. As such, each city has a vested interest in this TMDL report and any associated waste load allocations. We have reviewed the draft Report for the South Metro Mississippi Total Suspended Solids Total Maximum Daily Load. On behalf of these Cities, we hereby officially request consideration of the following concerns associated with the proposed TMDL allocation.

1. Section 7.1, Economic Analysis (page 70) of the report states, *"the required TSS reduction load for regulated MS4s results in an aggregate cost estimate of \$850 million for the MS4s affected by this TMDL."*

Given the magnitude of these costs, it is imperative that MPCA postpone any required implementation plans until:

- a. Additional analyses regarding cost effectiveness are completed
- b. The local implications of establishing new policies are known.

We are concerned that our upcoming MS4 permit will be scrutinized relative to this TMDL and that we will be penalized for failing to blindly implement presumed turbidity reduction measures at a significant cost to our constituents without knowing whether those strategies will be effective relative to the cost.



Requested Action: Include language stating that implementation plans may be postponed until the cost effectiveness of the many alternative Best Management Practices (BMPs) designed to reduce TSS is better quantified and application parameters associated with the more cost effective BMPs are fully established.

Specific Reason for Requested Action: Unless outside funding is readily available, these MS4 Cities are economically challenged with the slow recovery from the recession. Dealing with a new unfunded mandate to address this issue is extremely difficult without having proof that the actions taken will be cost effective.

2. The math of the study does not make sense. The MS4's currently contribute 5.8% of the TSS load to the river (page 57). Reducing this by 25% is a 1.5% reduction in the load to the river. The explicit margin of safety used in the calculation was 6% (page 61)! It seems that \$850 million for a 1.5% reduction in the loading does not make a lot of financial sense.

Requested Action: Reallocate the waste load allocations to address the issue rather than focusing on MS4s because of the relative ease of enforcement.

Specific Reason for Requested Action: We are concerned that the MS4 communities will expend significant funds in an effort to meet the load reduction requirement only to find that the problem still exists due to a lack of enforcement or funds addressing the load contribution from non MS4 sources.

3. The proposed waste load allocation appears to be unfairly weighted toward current permittees (i.e., MS4s, municipalities with wastewater treatment plants, etc.) with the only justification being that only these entities are subject to enforcement. The City believes that the waste load allocation should be fairly distributed to all load contributors regardless of whether the allocation is enforceable.

Requested Action: Write the final TMDL report in a manner that fairly and evenly distributes the waste load allocations among all contributors.

Specific Reason for Requested Action: We are concerned that our all of the MS4 communities will expend significant funds in an effort to meet the load reduction requirement only to find that the problem still exists due to a lack of enforcement or funds addressing the load contribution from non MS4 sources.

4. The constitutional amendment funding is a great source for assistance in the financing, but the funding is limited relative to the magnitude of the funding available for Municipal TMDLs. According to page 4 of the MPCA Clean Water Fund Expenditure Report website (<http://www.pca.state.mn.us/index.php/view-document.html?gid=17142>), the 2011 Legislative session allocated \$47.77 million to the Minnesota Pollution Control Agency. The website goes on to note that over the 2012-2013 biennium, this funding will be allocated as follows:

- \$16.5 million for water quality monitoring and assessment,
- \$21.9 million for water quality study (TMDLs) and tool development,
- \$5.1 million for Water quality protection and restoration efforts, including St. Louis River restoration
- \$4.27 million for Groundwater assessment and SSTS

From this it appears that more than half of MPCA's constitutional amendment monies are being spent monitoring and developing TMDLs and approximately 10% is allocated toward protection and



Mississippi River Total Suspended Solids (TSS) TMDL

Comment Letter

May 24, 2012

Page 3

restoration. If constitutional amendment funding is considered a potential financing mechanism to help permittees offset the high cost of the designated waste load allocation, and if the estimated total cost of the South Metro TMDL is \$850 million, it will take over 330 years at the current \$5.1 million restoration allocation per biennium to fully finance only the South Metro Mississippi Turbidity TMDL. Unless the allocation is redistributed to focus on restoration efforts rather than studies and tool development, Minnesota will have spent a significant amount of its Clean Water Fund to set TMDLs with comparatively insignificant funding allocated toward restoration.

Requested Action: The report should address more than just the cost. It should further analyze the economic impact on the watershed and its MS4 communities. It should also discuss the likelihood of successful financial implementation. Under the current scenario, and without adequate grant financing, enforcement penalties for failing to adequately implement strategies to meet the waste load allocations are likely to be far less than the cost of implementation.

Specific Reason for Requested Action: We are concerned that our all of the MS4 communities will expend significant funds in implementation efforts without proper grant opportunities that are insignificant relative to the magnitude of the costs cited in the draft report.

Although there are more issues that should be addressed, we feel that the most important comment we can make is to request fair and equitable treatment of all contributors to the problem regardless of the enforceability and to address the ramifications of the exorbitant costs involved. If the MPCA insists on unequal allocations, then the Clean Water Fund should be used to provide more significant grant opportunities and should be similarly and unequally allocated.

We sincerely hope that all branches of the MPCA, including the MS4 permit reviewers, consider the inequality of the proposed TMDL when reviewing the individual municipal applications and auditing the associated SWPPPs.

Thank you for the opportunity to share our feelings on this matter.

Sincerely,

BOLTON & MENK, INC.

A handwritten signature in black ink, appearing to read "William R. Douglass", is written over a horizontal line.

William R. Douglass, P.E.

Principal

Water Resources Group Manager

WRD/wrd

CITY OF WOODLAND
 TREASURER'S REPORT
 FUND CASH BALANCES
 5/31/2012

Fund	4/30/2012	Monthly	Monthly	Monthly	5/31/2012
	Cash Balance	Revenues	Expenses	* Liabilities	Cash Balance
General Fund	\$ 168,648.00	\$ 954.00	\$ 54,090.00	\$ -	\$ 115,512.00
Street Improvement	\$ 39,908.00	\$ 32,661.00	\$ 864.00	\$ -	\$ 71,705.00
Water * Water Loan - Principal	\$ (16,482.00)	\$ 4,840.00	\$ 7,063.00 \$ -	\$ -	\$ (18,705.00)
Sewer * Sewer Loan - Principal	\$ 143,186.00	\$ 6,957.00	\$ 3,863.00	\$ - \$ -	\$ 146,280.00
Total	\$ 335,260.00	\$ 45,412.00	\$ 65,880.00	\$ -	\$ 314,792.00

CITY OF WOODLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2012

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>TAXES</u>					
101-31010	CURRENT AD VALOREM	.00	9,510.59	310,224.00 (300,713.41)	3.07
101-31020	DELINQUENT AD VALOREM	.00	.00	.00	.00
101-31040	FISCAL DISPARITIES	.00	.00	.00	.00
101-31800	SURCHARGE REVENUE	.00	.00	.00	.00
101-31910	PENALTIES	.00	.00	.00	.00
<hr/>					
	TOTAL TAXES	.00	9,510.59	310,224.00 (300,713.41)	3.07
<hr/>					
<u>LICENSES & PERMITS</u>					
101-32160	PROFESSIONAL LICENSE	.00	500.00	500.00	.00
101-32210	BUILDING PERMIT FEES	.00	2,120.70	8,000.00 (5,879.30)	26.51
101-32240	ANIMAL LICENSE	.00	50.00	75.00 (25.00)	66.67
101-32250	PARKING PERMITS	95.00	100.00	300.00 (200.00)	33.33
101-32260	OTHER PERMITS (ISTS)	.00	.00	200.00 (200.00)	.00
<hr/>					
	TOTAL LICENSES & PERMITS	95.00	2,770.70	9,075.00 (6,304.30)	30.53
<hr/>					
<u>INTERGOVERNMENTAL AID</u>					
101-33402	HOMESTEAD CREDIT	.00	.00	.00	.00
101-33423	GOVERNMENT AID - LGA	.00	.00	.00	.00
101-33610	HENNEPIN COUNTY ROAD AID	.00	.00	2,661.00 (2,661.00)	.00
101-33620	CDBG MONIES	.00	.00	.00	.00
101-33630	RECYCLING GRANT	.00	.00	1,500.00 (1,500.00)	.00
<hr/>					
	TOTAL INTERGOVERNMENTAL AID	.00	.00	4,161.00 (4,161.00)	.00
<hr/>					
<u>PUBLIC CHARGES FOR SERVICE</u>					
101-34103	ZONING & SUBDIVISIONS	.00	.00	500.00 (500.00)	.00
101-34107	ASSESSMENT SEARCHES	.00	.00	.00	.00
101-34207	FALSE ALARM FEES	.00	250.00	1,500.00 (1,250.00)	16.67
101-34960	REFUNDS	.00	.00	.00	.00
<hr/>					
	TOTAL PUBLIC CHARGES FOR SERVICE	.00	250.00	2,000.00 (1,750.00)	12.50
<hr/>					
<u>FINES & FORFEITURES</u>					
101-35101	COURT FINES	317.60	2,144.80	3,000.00 (855.20)	71.49
<hr/>					
	TOTAL FINES & FORFEITURES	317.60	2,144.80	3,000.00 (855.20)	71.49

CITY OF WOODLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2012

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>SPECIAL ASSESSMENTS</u>					
101-36100 SPECIAL ASSESSMENTS	.00	.00	.00	.00	.00
101-36102 INTEREST	27.17	191.87	1,000.00	(808.13)	19.19
101-36210 STONE ARCH DONATION	.00	.00	.00	.00	.00
101-36220 OTHER INCOME	513.89	513.89	1,000.00	(486.11)	51.39
TOTAL SPECIAL ASSESSMENTS	541.06	705.76	2,000.00	(1,294.24)	35.29
<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	953.66	15,381.85	330,460.00	(315,078.15)	4.65

CITY OF WOODLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2012

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>COUNCIL</u>					
101-41100-103 COUNCIL SALARIES	.00	.00	240.00	240.00	.00
101-41100-122 FICA CONTRIBUTIONS	.00	.00	15.00	15.00	.00
101-41100-123 MEDICARE CONTRIBUTIONS	.00	.00	5.00	5.00	.00
101-41100-309 MISC PROFESSIONAL SERVICE	.00	.00	.00	.00	.00
101-41100-371 TRAINING/CONFERENCES	15.00	53.70	200.00	146.30	26.85
101-41100-433 DUES/SUBSCRIPTION	.00	.00	.00	.00	.00
101-41100-439 COUNCIL/CONTINGENCY/MISC	.00	.00	200.00	200.00	.00
TOTAL COUNCIL	15.00	53.70	680.00	606.30	8.14
<u>ELECTIONS</u>					
101-41200-103 ELECTION SALARIES	.00	.00	1,300.00	1,300.00	.00
101-41200-122 FICA CONTRIBUTIONS	.00	.00	.00	.00	.00
101-41200-123 MEDICARE CONTRIBUTIONS	.00	.00	.00	.00	.00
101-41200-214 FORMS/PRINTING/PUBLICATIONS	.00	.00	350.00	350.00	.00
101-41200-219 OPERATING SUPPLIES	.00	.00	50.00	50.00	.00
101-41200-249 MINOR EQUIPMENT/OTHER	.00	.00	75.00	75.00	.00
101-41200-309 OTHER PROFESSIONAL SVCS	.00	.00	300.00	300.00	.00
101-41200-319 EQUIPMENT MAINTENANCE	.00	301.00	325.00	24.00	92.62
101-41200-322 POSTAGE	.00	.00	50.00	50.00	.00
101-41200-372 MEALS	.00	.00	200.00	200.00	.00
101-41200-419 POLLING PLACE RENTAL	.00	.00	200.00	200.00	.00
101-41200-439 ELECTION/CONTINGENCY	.00	.00	.00	.00	.00
TOTAL ELECTIONS	.00	301.00	2,850.00	2,549.00	10.56
<u>CONTRACTED SERVICES</u>					
101-41400-103 TREASURER'S SALARY	.00	.00	.00	.00	.00
101-41400-122 FICA CONTRIBUTIONS	.00	.00	.00	.00	.00
101-41400-123 MEDICARE CONTRIBUTIONS	.00	.00	.00	.00	.00
101-41400-201 SUPPLIES	.00	.00	.00	.00	.00
101-41400-202 DUPLICATING	.00	.00	.00	.00	.00
101-41400-214 FORMS/PRINTING/NEWSLETTER	57.14	269.23	600.00	330.77	44.87
101-41400-219 OPERATIONAL SUPPLIES-OTHER	269.33	440.97	300.00	(140.97)	146.99
101-41400-308 ZONING COORDINATOR SERVICES	59.83	290.10	2,600.00	2,309.90	11.16
101-41400-309 PROFESSIONAL SVCS - OTHER	.00	177.40	125.00	(52.40)	141.92
101-41400-310 CLERICAL SERVICES	3,804.58	19,022.90	45,655.00	26,632.10	41.67
101-41400-322 POSTAGE	.00	149.52	500.00	350.48	29.90
101-41400-351 PUBLISHING/LEGAL NOTICES	.00	552.67	1,500.00	947.33	36.84
101-41400-371 TRAINING/MISC	.00	.00	75.00	75.00	.00
101-41400-439 CLERK-CONTINGENCY	2.75	8.50	.00	(8.50)	.00
101-41400-530 CAP OUTLAY-IMP OTHER THAN	.00	.00	.00	.00	.00
TOTAL CONTRACTED SERVICES	4,193.63	20,911.29	51,355.00	30,443.71	40.72

CITY OF WOODLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2012

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>ASSESSOR CONTRACT</u>					
101-41500-309 ASSESSOR CONTRACT	736.00	3,680.00	8,850.00	5,170.00	41.58
TOTAL ASSESSOR CONTRACT	736.00	3,680.00	8,850.00	5,170.00	41.58
<u>LEGAL SERVICES</u>					
101-41600-304 LEGAL SERVICES/GENERAL	84.00	108.00	8,000.00	7,892.00	1.35
101-41600-305 LEGAL SVCS/PROSECUTION	.00	679.08	2,000.00	1,320.92	33.95
TOTAL LEGAL SERVICES	84.00	787.08	10,000.00	9,212.92	7.87
<u>AUDIT SERVICES</u>					
101-41700-301 AUDITING	.00	10,723.00	10,723.00	.00	100.00
TOTAL AUDIT SERVICES	.00	10,723.00	10,723.00	.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	8,519.14	42,595.70	102,233.00	59,637.30	41.67
TOTAL PUBLIC SAFETY EXPENSES	8,519.14	42,595.70	102,233.00	59,637.30	41.67
<u>FIRE PROTECTION</u>					
101-42200-309 FIRE PROTECTION	.00	10,194.40	24,063.00	13,868.60	42.37
101-42200-319 PROF SVC - FIRE MARSHALL INSP	.00	.00	.00	.00	.00
TOTAL FIRE PROTECTION	.00	10,194.40	24,063.00	13,868.60	42.37
<u>ENGINEERING FEES</u>					
101-42600-303 ENGINEERING FEES	204.50	760.50	10,000.00	9,239.50	7.60
TOTAL ENGINEERING FEES	204.50	760.50	10,000.00	9,239.50	7.60

CITY OF WOODLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2012

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>PUBLIC WORKS EXPENSES</u>					
101-43100-229	.00	.00	.00	.00	.00
101-43100-309	.00	.00	.00	.00	.00
101-43100-381	.00	.00	.00	.00	.00
101-43100-409	.00	.00	.00	.00	.00
TOTAL PUBLIC WORKS EXPENSES	.00	.00	.00	.00	.00
<u>PUBLIC WORKS CONTRACT SVCS</u>					
101-43900-219	.00	.00	.00	.00	.00
101-43900-226	100.00	750.52	1,700.00	949.48	44.15
101-43900-309	.00	.00	.00	.00	.00
101-43900-310	4,090.04	4,890.67	6,000.00	1,109.33	81.51
101-43900-311	.00	.00	200.00	200.00	.00
101-43900-312	.00	12,325.00	35,000.00	22,675.00	35.21
101-43900-313	.00	804.60	8,000.00	7,195.40	10.06
101-43900-319	.00	.00	5,200.00	5,200.00	.00
101-43900-320	.00	.00	.00	.00	.00
101-43900-439	.00	.00	.00	.00	.00
TOTAL PUBLIC WORKS CONTRACT SVCS	4,190.04	18,770.79	56,100.00	37,329.21	33.46
<u>PARKS CONTRACT SERVICES</u>					
101-49000-309	.00	.00	500.00	500.00	.00
101-49000-310	781.44	3,907.20	9,960.00	6,052.80	39.23
101-49000-319	.00	.00	.00	.00	.00
101-49000-369	2,705.00	2,705.00	3,200.00	495.00	84.53
101-49000-433	.00	3,144.00	6,805.00	3,661.00	46.20
101-49000-438	.00	.00	.00	.00	.00
101-49000-439	.00	.00	500.00	500.00	.00
TOTAL PARKS CONTRACT SERVICES	3,486.44	9,756.20	20,965.00	11,208.80	46.54
<u>TRANSFERS</u>					
101-49300-720	32,661.00	32,661.00	32,661.00	.00	100.00
TOTAL TRANSFERS	32,661.00	32,661.00	32,661.00	.00	100.00
<u>TOTAL FUND EXPENDITURES</u>					
	54,089.75	151,194.66	330,460.00	179,265.34	45.75

CITY OF WOODLAND
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 5 MONTHS ENDING MAY 31, 2012

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
NET REVENUES OVER EXPENDITURES	(53,136.09)	(135,812.81)	.00	(494,343.49)	.00

CITY OF WOODLAND
REVENUES/EXPENDITURES COMPARED TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2012

GENERAL FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
REVENUE					
TAXES	.00	9,510.59	310,224.00	300,713.41	3.1
LICENSES & PERMITS	95.00	2,770.70	9,075.00	6,304.30	30.5
INTERGOVERNMENTAL AID	.00	.00	4,161.00	4,161.00	.0
PUBLIC CHARGES FOR SERVICE	.00	250.00	2,000.00	1,750.00	12.5
FINES & FORFEITURES	317.60	2,144.80	3,000.00	855.20	71.5
SPECIAL ASSESSMENTS	541.06	705.76	2,000.00	1,294.24	35.3
OTHER FINANCING SOURCES	.00	.00	.00	.00	.0
TOTAL FUND REVENUE	953.66	15,381.85	330,460.00	315,078.15	4.7
EXPENDITURES					
COUNCIL	15.00	53.70	660.00	606.30	8.1
ELECTIONS	.00	301.00	2,850.00	2,549.00	10.6
CONTRACTED SERVICES	4,193.63	20,911.29	51,355.00	30,443.71	40.7
ASSESSOR	736.00	3,680.00	8,850.00	5,170.00	41.6
LEGAL SERVICES	84.00	787.08	10,000.00	9,212.92	7.9
AUDITING	.00	10,723.00	10,723.00	.00	100.0
PUBLIC SAFETY EXPENSES	8,519.14	42,595.70	102,233.00	59,637.30	41.7
FIRE PROTECTION	.00	10,194.40	24,063.00	13,868.60	42.4
ENGINEERING	204.50	760.50	10,000.00	9,239.50	7.6
PUBLIC WORKS EXPENSE	.00	.00	.00	.00	.0
PUBLIC WORKS CONTRACT SERVICES	4,190.04	18,770.79	56,100.00	37,329.21	33.5
PARKS CONTRACT SERVICES	3,486.44	9,756.20	20,965.00	11,208.80	46.5
TRANSFERS OUT	32,661.00	32,661.00	32,661.00	.00	100.0
TOTAL FUND EXPENDITURES	54,089.75	151,194.66	330,460.00	179,265.34	45.8
NET REVENUE OVER EXPENDITURES	(53,136.09)	(135,812.81)	.00	135,812.81	.0

CITY OF WOODLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2012

STREET IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>INTERGOVERNMENTAL AID</u>					
401-33610 STATE/COUNTY AID	2,661.00	2,661.00	2,661.00	.00	100.00
TOTAL INTERGOVERNMENTAL AID	2,661.00	2,661.00	2,661.00	.00	100.00
<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	30,000.00	30,000.00	30,000.00	.00	100.00
TOTAL OTHER FINANCING SOURCES	30,000.00	30,000.00	30,000.00	.00	100.00
TOTAL FUND REVENUE	32,661.00	32,661.00	32,691.00	(30.00)	99.91

CITY OF WOODLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2012

STREET IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>STREET IMPROVE FUND EXPENSES</u>					
401-43100-303 PROF SERVICES/ENGINEERING	863.50	923.50	6,000.00	5,076.50	15.39
401-43100-351 BID NOTICES/LEGAL/MISC	.00	.00	.00	.00	.00
401-43100-409 STREET IMPROVEMENT	.00	.00	30,000.00	30,000.00	.00
TOTAL STREET IMPROVE FUND EXPENSES	<u>863.50</u>	<u>923.50</u>	<u>36,000.00</u>	<u>35,076.50</u>	<u>2.57</u>
TOTAL FUND EXPENDITURES	<u>863.50</u>	<u>923.50</u>	<u>36,000.00</u>	<u>35,076.50</u>	<u>2.57</u>
NET REVENUES OVER EXPENDITURES	<u>31,797.50</u>	<u>31,737.50</u>	<u>(3,309.00)</u>	<u>(35,106.50)</u>	<u>959.13</u>

CITY OF WOODLAND
 REVENUES/EXPENDITURES COMPARED TO BUDGET
 FOR THE 5 MONTHS ENDING MAY 31, 2012

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	2,661.00	2,661.00	2,661.00	.00	100.0
SPECIAL ASSESSMENTS	.00	.00	30.00	30.00	.0
OTHER FINANCING SOURCES	30,000.00	30,000.00	30,000.00	.00	100.0
TOTAL FUND REVENUE	32,661.00	32,661.00	32,691.00	30.00	99.9
<u>EXPENDITURES</u>					
STREET IMPROVEMENT FUND EXPENSES	863.50	923.50	36,000.00	35,076.50	2.6
TOTAL FUND EXPENDITURES	863.50	923.50	36,000.00	35,076.50	2.6
NET REVENUE OVER EXPENDITURES	31,797.50	31,737.50	(3,309.00)	(35,046.50)	959.1

CITY OF WOODLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2012

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	13,172.00	(13,172.00)	.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	30.00	(30.00)	.00
601-36220 OTHER INCOME	.00	.00	.00	.00	.00
TOTAL SPECIAL ASSESSMENTS	.00	.00	13,202.00	(13,202.00)	.00
<u>WATER USAGE REVENUE</u>					
601-37101 WATER USE CHARGES	1,903.80	3,855.92	7,260.00	(3,404.08)	53.11
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	1,999.79	3,934.55	8,560.00	(4,625.45)	45.96
601-37171 WATER ADMIN FEE	.00	.00	.00	.00	.00
601-37172 WATER USER FEE	936.40	1,883.50	4,145.00	(2,261.50)	45.44
TOTAL WATER USAGE REVENUE	4,839.99	9,673.97	19,965.00	(10,291.03)	48.45
<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	4,839.99	9,673.97	33,167.00	(23,493.03)	29.17

CITY OF WOODLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2012

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	22.00	22.00	500.00	478.00	4.40
601-49400-219	OPERATIONAL SUPPLIES-OTHE	.00	.00	.00	.00	.00
601-49400-229	R&M SUPPLIES-OTHER	.00	.00	.00	.00	.00
601-49400-303	ENGINEERING FEES	206.00	558.00	1,500.00	942.00	37.20
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	2,500.00	2,500.00	.00
601-49400-319	EQUIPMENT MNTCE-FIRE HYDRANTS	4,711.60	4,792.86	2,000.00	(2,792.86)	239.64
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	1,000.00	1,000.00	.00
601-49400-322	COMMUNICATIONS-POSTAGE	10.80	21.36	60.00	38.64	35.60
601-49400-381	UTILITY SERVICES-ELECTRIC	.00	.00	.00	.00	.00
601-49400-382	UTILITY SVC-WATER	2,113.00	4,412.44	7,260.00	2,847.56	60.78
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	2,460.94	4,569.00	2,108.06	53.86
TOTAL WATER FUND EXPENSES		7,063.40	24,767.60	32,889.00	8,121.40	75.31
<u>DEPRECIATION</u>						
601-49970-420	DEPRECIATION EXPENSE	.00	.00	.00	.00	.00
TOTAL DEPRECIATION		.00	.00	.00	.00	.00
TOTAL FUND EXPENDITURES		7,063.40	24,767.60	32,889.00	8,121.40	75.31
NET REVENUES OVER EXPENDITURES		(2,223.41)	(15,093.63)	278.00	(31,614.43)	(5,429.36)

CITY OF WOODLAND
 REVENUES/EXPENDITURES COMPARED TO BUDGET
 FOR THE 5 MONTHS ENDING MAY 31, 2012

WATER FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
<u>REVENUE</u>					
TAXES	.00	.00	.00	.00	.0
LICENSES & PERMITS	.00	.00	.00	.00	.0
SPECIAL ASSESSMENTS	.00	.00	13,202.00	13,202.00	.0
WATER USAGE REVENUE	4,839.99	9,673.97	19,965.00	10,291.03	48.5
OTHER FINANCING SOURCES	.00	.00	.00	.00	.0
TOTAL FUND REVENUE	<u>4,839.99</u>	<u>9,673.97</u>	<u>33,167.00</u>	<u>23,493.03</u>	<u>29.2</u>
<u>EXPENDITURES</u>					
TRANSFERS OUT	.00	.00	.00	.00	.0
WATER FUND EXPENSES	7,063.40	24,767.60	32,889.00	8,121.40	75.3
DEPRECIATION	.00	.00	.00	.00	.0
TOTAL FUND EXPENDITURES	<u>7,063.40</u>	<u>24,767.60</u>	<u>32,889.00</u>	<u>8,121.40</u>	<u>75.3</u>
NET REVENUE OVER EXPENDITURES	<u>(2,223.41)</u>	<u>(15,093.63)</u>	<u>278.00</u>	<u>15,371.63</u>	<u>(429.4)</u>

CITY OF WOODLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2012

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	2,819.50	5,765.43	11,702.00	(5,936.57)	49.27
602-34402 LATE CHARGES & PENALTIES	.00	.00	.00	.00	.00
602-34408 0	.00	.00	.00	.00	.00
TOTAL SEWER USAGE REVENUE	2,819.50	5,765.43	11,702.00	(5,936.57)	49.27
<u>SPECIAL ASSESSMENTS</u>					
602-36100 SP ASSMNTS - 97 IMPROVE PROJECT	.00	.00	4,391.00	(4,391.00)	.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	100.00	(100.00)	.00
TOTAL SPECIAL ASSESSMENTS	.00	.00	4,491.00	(4,491.00)	.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	1,579.30	3,219.99	7,167.00	(3,947.01)	44.93
602-37171 SEWER ADMIN FEE	.00	.00	.00	.00	.00
602-37172 SEWER USER FEE	2,557.86	5,209.74	11,607.00	(6,397.26)	44.88
602-37270 SAC-CITY PORTION	.00	.00	.00	.00	.00
TOTAL SEWER USAGE REVENUE	4,137.16	8,429.73	18,774.00	(10,344.27)	44.90

CITY OF WOODLAND
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 5 MONTHS ENDING MAY 31, 2012

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	6,956.66	14,195.16	34,967.00	(20,771.84)	40.60

CITY OF WOODLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2012

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>SEWER FUND EXPENSES</u>					
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	22.00	22.00	50.00	28.00	44.00
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	352.00	1,133.29	1,500.00	366.71	75.55
602-43200-309 PROFESSIONAL SVCS	.00	2,290.00	.00	(2,290.00)	.00
602-43200-310 SEWER-CONTRACTURAL	.00	.00	.00	.00	.00
602-43200-319 EQUIPMENT MAINTENANCE-OTH	.00	.00	2,500.00	2,500.00	.00
602-43200-322 COMMUNICATIONS-POSTAGE	10.80	21.36	60.00	38.64	35.60
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	3,477.89	6,750.25	11,702.00	4,951.75	57.68
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	16,222.55	33,612.00	17,389.45	48.26
602-43200-611 ACCRUED INTEREST EXPENSE	.00	.00	.00	.00	.00
602-43200-612 IMPROVE BOND-INTEREST	.00	3,177.45	6,196.00	3,018.55	51.28
602-43200-720 OPERATING TRANSFERS	.00	.00	.00	.00	.00
602-43200-770 DEPRECIATION EXPENSE	.00	.00	.00	.00	.00
TOTAL SEWER FUND EXPENSES	3,862.69	29,616.90	58,620.00	29,003.10	50.52
<u>DEPRECIATION</u>					
602-49970-420 DEPRECIATION EXPENSE	.00	.00	.00	.00	.00
TOTAL DEPRECIATION	.00	.00	.00	.00	.00
TOTAL FUND EXPENDITURES	3,862.69	29,616.90	58,620.00	29,003.10	50.52
NET REVENUES OVER EXPENDITURES	3,093.97	(15,421.74)	(23,653.00)	(49,774.94)	(65.20)

CITY OF WOODLAND
REVENUES/EXPENDITURES COMPARED TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2012

SEWER FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
<u>REVENUE</u>					
TAXES	.00	.00	.00	.00	.0
LICENSES & PERMITS	.00	.00	.00	.00	.0
SEWER USAGE REVENUE	2,819.50	5,765.43	11,702.00	5,936.57	49.3
SPECIAL ASSESSMENTS	.00	.00	4,491.00	4,491.00	.0
SEWER USAGE REVENUE	4,137.16	8,429.73	18,774.00	10,344.27	44.9
OTHER FINANCING SOURCES	.00	.00	.00	.00	.0
TOTAL FUND REVENUE	6,956.66	14,195.16	34,967.00	20,771.84	40.6
<u>EXPENDITURES</u>					
SEWER FUND EXPENSES	3,862.69	26,439.45	52,424.00	25,984.55	50.4
DEPRECIATION	.00	.00	.00	.00	.0
TOTAL FUND EXPENDITURES	3,862.69	26,439.45	52,424.00	25,984.55	50.4
NET REVENUE OVER EXPENDITURES	3,093.97	(12,244.29)	(17,457.00)	(5,212.71)	(70.1)



BOLTON & MENK, INC.

Consulting Engineers & Surveyors

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November 5, 2010

Minnehaha Creek Watershed District
Attn: James Wisker
18202 Minnetonka Blvd.
Deephaven, MN, 55391

RE: Spring 2010 Phosphorus Reduction Totals for the Municipalities of Deephaven, Greenwood, and Woodland

Mr. Wisker:

We have completed our review of the results of the spring 2010 street sweepings analysis for Total Phosphorus (TP) concentration. The street sweepings were collected from the individual communities, weighed, and samples were then collected from the sweepings material prior to dumping. Three samples and one duplicate were collected for each municipality. The samples were analyzed for TP by the University of Minnesota Research Analytical Laboratory. The individual municipal results tabulated below represent the average concentration of TP for the three samples and the one duplicate.

MUNICIPALITY	AVERAGE TP CONCENTRATION (mg/kg)	SWEEPINGS COLLECTED (Tons)	POUNDS TP REMOVED
Deephaven	268.69	163.80	88.02
Greenwood	277.79	48.30	26.83
Woodland	272.53	23.20	12.65

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.

Douglas Carter, P.E., LEED[®] AP

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