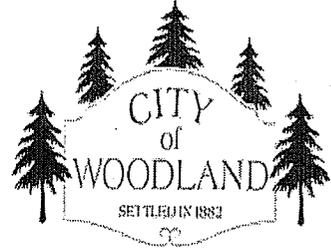


**CITY OF WOODLAND
City Council Agenda**

**MONDAY, JULY 9, 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 June 11, 2012; Regular Council Meeting
- B.** Authorize Payment No. 1 to Omann Brothers Paving, for Mill and Overlay;
Resolution No. 14-2012

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.** Dick Osgood, Lake Minnetonka Association
- B.** 2012 Septic Reviews, Kurt Larsen
- C.** Review Draft Engineer Letter regarding General Stormwater Permit for MS4s
- D.** Review Parking Zone Permit Application
- E.** Agreement with Dan Distel for Assessing Services
- F.** 2013 Budget Review

6. OLD BUSINESS

- A.** County Road 101 Discussion

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: August 13, 2012

WOODLAND
CITY COUNCIL MINUTES
Monday, June 11, 2012

CALL TO ORDER & PLEDGE OF ALLEGIANCE

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

ROLL CALL

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

Staff: Chief of Police Cory Johnson and City Clerk Shelley Souers.

Guests: Mr. Tom Newberry, Greg Nybeck and Fred Meyer

CONSENT AGENDA

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

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

PUBLIC COMMENTS

None.

NEW BUSINESS

A. Greg Nybeck, Lake Minnetonka Conservation District (LMCD)

Mayor Doak welcomed Greg Nybeck, Executive Director of the LMCD to the Council.

Greg Nybeck reported the LMCD continues to make Aquatic Invasive Species (AIS) a leading project with a focus on prevention. The Milfoil harvesting program started in June. Watercraft inspections began Memorial Day and will run through Labor Day at the public launches. Mr. Nybeck noted that the 2013 budget includes \$30,000 for AIS control that may include watercraft inspections. The overall proposed budget increased 2.3% from 2011.

Mr. Nybeck stated that legislation was passed in 2011 requiring lake service providers to become trained on AIS control. Lakeshore property owners and others should use certified Lake Service Providers to service their equipment. Contractors that install or remove docks, lifts or other equipment from Minnesota bodies of water are required to undergo Minnesota Department of Natural Resources training to prevent the spread of AIS.

Council thanked Mr. Nybeck for his visit and his commitment to preservation of the Lake.

B. Contract for Services with Deephaven; Resolution No. 13-2012

Council reviewed the 2013 contract for police, clerical, building, public works and zoning services with Deephaven.

Council Member Jilek moved to adopt Resolution No. 13-2012; approving the 2013 contract for services with the City of Deephaven. Council Member Massie seconded the motion. Motion carried 5-0.

C. County Road 101 Updates

Hennepin County engineers will present a conceptual plan of County Road 101 improvements south of Gray's Bay Bridge to Minnetonka Boulevard. The County will schedule a joint informational meeting with Woodland and Minnetonka to answer questions and allow residents an opportunity to review the plans.

The Council is sensitive to the concerns of the residents residing along County Road 101 and the use of the County's right-of-way. A notice will be included in the newsletter regarding the informational meeting.

OLD BUSINESS

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

Council continued discussion on the Recycling Grant Agreement and reviewed the questions that were raised last month. It was noted that the City has made steady progress in increasing the amount of waste that is recycled. Although the grant agreement apparently allows the County to become directly involved in the City's recycling program if goals are not met, the Council believes demonstrated gains in tonnage and resident education efforts would satisfy County requirements.

Council Member Carlson suggested that information be included in the upcoming newsletter outlining the types of materials that can be placed in the recycling carts.

Council Member Carlson moved to approve Resolution No. 08-2012; approving the three year Recycling Grant Agreement with Hennepin County. Council Member Massie seconded the motion. Motion carried 4-1.

MAYORS REPORT

Mayor Doak reported that Omann Brothers will begin the planned improvements to Stone Arch Road, sooner than anticipated.

Mayor Doak noted that the Council packets included a copy of the letter from Bolton & Menk to the MPCA, expressing concerns with the proposed TMDL allocations for the Mississippi River watershed. The letter expressed concern with the potential cost of implementation efforts without knowing whether the strategies will prove effective relative to their cost. Concern was also expressed with regard to

allocation of costs without full knowledge of the sources of pollution. Bolton and Menk will keep the Council informed of the MPCA plans going forward.

Mayor Doak noted that a phosphorous reduction report provided by the City Engineer indicated that 12.65 pounds of phosphorous were removed from the City's storm water runoff through street sweeping efforts. This appears to bring the City into compliance with the MCWD's and MPCA's stated goal for phosphorous reduction allotted to the City of Woodland.

Mayor Doak suggested that the Council review the wording of the parking permit application next month to ensure that appropriate information is collected on the form... The application should include a contact number for a responsible person who will be available during a scheduled event in the case a parking issue arises. The application needs to more clearly spell out the applicant's responsibility for complying with the City's parking ordinance.

COUNCIL REPORTS

Ordinances, Website & LMCC

Council Member Jilek reported that the LMCC continues to work on the franchise agreement.

Roads, Signs & Trees

Council Member Rich reported that Shorewood Tree Service removed several tree branches that came down in recent storms.

A *children at play* sign will be installed along Breezy Heights Road once it arrives.

Some damage was caused to the surface of Breezy Point Road by a landscaper unloading equipment. Staff had spoken with the company and repairs will be made.

Finance, Enterprise Funds, Intgov. Relations & MCWD

Council Member Carlson reported that the dam is open. Lake Minnetonka is at 929.14.

A recent notice from the Hennepin County Sheriff's office reported that violent crime dropped in 2011.

Council Member Carlson noted that the Water Enterprise Fund account balance continues to decline, largely due to unplanned repairs. Carlson noted that a future fee increase may be necessary to meet rising maintenance costs.

Council Member Carlson read a letter she received from Mr. and Mrs. Callahan, 17775 Breezy Point Road, expressing their appreciation for the City's efforts to control speed on Breezy Point road and improve the safety of the school bus loading zone. They acknowledged parental responsibility for training children in safe behavior on main streets and for providing appropriate play areas protected from traffic. They do, however, remain concerned with traffic speeds along Breezy

Point Road and requested a notice regarding careful driving in the Newsletter. Councilperson Carlson and Mayor Doak will explore the feasibility of additional cautionary signage and the Police will continue their policy of strict enforcement.

Public Safety & Deer Management

Chief of Police Johnson reported that a suspect in a recent burglary is expected to be arrested and charged within the next several days. Mayor Doak noted that the number of deer trapping sites had diminished to two last year and asked Councilmember Massie to explore additional sites to restore the City's capacity to control its deer population.

ACCOUNTS PAYABLE

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

TREASURER'S REPORT

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

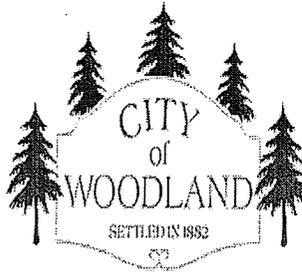
ADJOURNMENT

Council adjourned by consent at 9:15 P.M.

ATTEST:

Shelley J. Souers, City Clerk

James S. Doak, Mayor



WOODLAND CITY COUNCIL

MEETING DATE: July 9, 2012

FROM: Shelley Souers, City Clerk

SUBJECT: Authorize Payment No. 1 for 2012 Mill & Overlay Project: Resolution No. 14-2012

ITEM: Stone Arch Road Restoration

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 also depending on the last improvement completed and as deemed necessary by the City Engineer.

The 2012 Road Improvement Project included mill and overlay to Stone Arch Road. The road improvements will be completed in the coming days and was delayed several days due to extreme heat. The Engineer has reviewed the quantities and work to-date and has recommended payment of request No. 1. The Engineer withholds 5% until completion of the project and final inspection.

BUDGET IMPACT:

The Road Improvement Fund had a balance of \$39,968 at the end of 2011. The Council approved \$30,000 revenue for 2012. The total balance available for 2012 improvements is \$69,968. The City will receive a road aid allotment in 2012 and has accrued road aid from 2011.

The original proposal: \$46,420.36

Pay Request No. 1: \$41,406.54

COUNCIL ACTION:

- Motion to approve the consent agenda thereby approving the attached Resolution No. 14-2012; approving Payment No. 1 for the 2012 Mill and Overlay of Stone Arch Road

CITY OF WOODLAND

RESOLUTION NO. 14-2012

REQUEST FOR PAYMENT NO. 1 OF THE 2012 MILL AND OVERLAY PROJECT
FOR STONE ARCH ROAD

WHEREAS, the City of Woodland entered into an agreement with Omann Brothers Paving Inc. as contractor for the 2012 Mill and Overlay Project of Stone Arch Road and, the agreement was approved by the City Council May 14, 2012; and

WHEREAS, the City Engineer has certified his acceptance of the work and approval of the request for Payment No. 1.

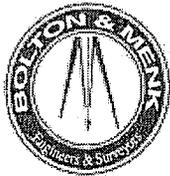
NOW, THEREFORE, BE IT RESOLVED THAT the request for payment No. 1 in the amount of \$41,406.54 to Omann Brothers Paving, Inc. for the 2012 Mill and Overlay Project is hereby approved and the City Clerk is hereby authorized and directed to pay Omann Brothers, Inc. according to the request for payment, for work completed through June 29, 2012.

Adopted this 9 day of July, 2012 by the City Council of the City of Woodland

ATTEST:

James S. Doak, Mayor

Shelley Souers, City Clerk



BOLTON & MENK, INC.

Consulting Engineers & Surveyors

2638 Shadow Lane, Suite 200 • Chaska, MN 55318-1172

Phone (952) 448-8838 • Fax (952) 448-8805

www.bolton-menk.com

July 2, 2012

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

RE: 2012 Stone Arch Road Improvements

Dear Shelley:

Enclosed is payment request No. 1 from Omann Brothers Paving for work completed on the 2012 Stone Arch Road Improvement Project through July 2, 2012. We have reviewed the estimate, verified the quantities, and recommend payment in the amount of \$41,406.54.

Please contact me if you have any questions or need additional information.

Sincerely,

BOLTON & MENK, INC.

David P. Martini
Principal Engineer

DPM/dpm



BOLTON & MENK, INC.

Consulting Engineers & Surveyors

2638 Shadow Lane, Suite 200 • Chaska, MN 55318-1172

Phone (952) 448-8838 • Fax (952) 448-8805

www.bolton-menk.com

July 2, 2012

Omann Brothers Paving
6551 Labeaux Avenue NE
Albertville, MN 55301

RE: 2012 Stone Arch Road Improvements
Woodland, MN

Enclosed are 3 copies of Pay Request No. 1 in the amount of \$41,406.54 for work completed on the 2012 Stone Arch Road Improvement Project. Please review the quantities and amounts shown to be assured of complete satisfaction. If everything is in order, please sign on all three copies of the Pay Estimate and return them to the City of Woodland as soon as possible.

If you have any questions, please feel free to call.

Sincerely,
BOLTON & MENK, INC.

David P. Martini, P.E.
Principal Engineer

DPM/dpm

Enclosures

cc: Shelley Souers, City of Woodland

CONTRACTOR'S PAY REQUEST NO. 1
 2012 STONE ARCH ROAD IMPROVEMENTS
 CITY OF WOODLAND
 BMI PROJECT NO. C13.103937

TOTAL AMOUNT BID PLUS APPROVED EXTRA WORK.....	\$298,065.08
TOTAL, COMPLETED WORK TO DATE.....	\$ 43,585.83
TOTAL, STORED MATERIALS TO DATE.....	\$ -
DEDUCTION FOR STORED MATERIALS USED IN WORK COMPLETED.....	\$ -
TOTAL, COMPLETED WORK & STORED MATERIALS.....	\$ -
RETAINED PERCENTAGE (5%)	\$ 2,179.29
TOTAL AMOUNT OF OTHER DEDUCTIONS.....	\$ -
NET AMOUNT DUE TO CONTRACTOR TO DATE.....	\$ 41,406.54
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	\$ -
PAY CONTRACTOR AS ESTIMATE NO. <u>1</u>	\$, 41,406.54

Certificate for Partial Payment

I hereby certify that, to the best of my knowledge and belief, all items quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the contract amount for the period covered by this Estimate.

Contractor: OMANN BROTHERS PAVING, INC.
 6551 LABEAUX AVE. NE
 ALBERTVILLE, MN 55301

By _____
 Name Title

Date _____

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:
 BOLTON & MENK, INC., ENGINEERS, 2638 SHADOW LN, SUITE 200, CHASKA MN 55318

By David P. Martini, CITY ENGINEER
 DAVID P. MARTINI, P.E.

Date 7/2/12

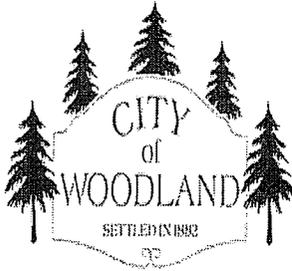
APPROVED FOR PAYMENT:
 Owner: CITY OF WOODLAND, MINNESOTA

By _____
 Name Title Date

PARTIAL PAY ESTIMATE NO. 1
 2012 STONE ARCH ROAD IMPROVEMENTS
 CITY OF WOODLAND, MINNESOTA
 BMI PROJECT NO. C13.103397

WORK COMPLETED THROUGH JULY 2, 2012

ITEM NO.	DESCRIPTION	ORIGINAL PLAN QTY.	UNIT OF MEASURE	UNIT PRICE	BID AMOUNT	PREVIOUS PAY APPLICATIONS		TOTAL COMPLETED TO DATE	
						QUANTITY	AMOUNT	QUANTITY	AMOUNT
BASE BID									
1	MOBILIZATION	1	LS	\$6,500.00	\$6,500.00			0.75	\$4,875.00
2	TRAFFIC CONTROL	1	LS	\$464.40	\$464.40			0.75	\$348.30
3	EROSION AND SEDIMENT CONTROL	1	LS	\$450.00	\$450.00			0.75	\$337.50
4	SAW CUT BITUMINOUS PAVEMENT AND DRIVEWAYS	200	LF	\$2.50	\$500.00			165	\$412.50
5	BITUMINOUS PAVEMENT RECLAMATION FOR SALVAGE AND REUSE	370	SY	\$5.00	\$1,850.00			370	\$1,850.00
6	BITUMINOUS PAVEMENT RECLAMATION (IN PLACE)	480	SY	\$5.00	\$2,400.00			480	\$2,400.00
7	BITUMINOUS DRIVEWAY REMOVAL	127	SY	\$4.40	\$558.80			195	\$858.00
8	COMMON EXCAVATION INCLUDING SALVAGING AND PLACING (P)	170	CY	\$25.00	\$4,250.00			170	\$4,250.00
9	SUBGRADE PREPARATION - RECONSTRUCTION SECTION	430	SY	\$3.45	\$1,483.50			430	\$1,483.50
10	GEOTEXTILE FABRIC, TYPE V	230	SY	\$2.80	\$644.00			230	\$644.00
11	FURNISH AND PLACE CL 5 AGGREGATE BASE (100% CRUSHED LIMESTONE)	200	TONS	\$14.43	\$2,886.00			91.9	\$1,326.12
12	FURNISH AND PLACE CL 5 AGGREGATE BASE SHOULDER SURFACING	22	TONS	\$50.53	\$1,111.66			8.5	\$429.51
13	2" BITUMINOUS BASE COURSE, TYPE LV 3	110	TONS	\$79.86	\$8,784.60			115	\$9,183.90
14	1-1/2" BITUMINOUS WEAR COURSE, TYPE LV4	850	SY	\$7.30	\$6,205.00			918	\$6,701.40
15	3" BITUMINOUS WEAR COURSE FOR DRIVEWAY RESTORATION, TYPE LV 4	127	SY	\$24.00	\$3,048.00			195	\$4,680.00
16	TOPSOIL BORROW (LV)	20	CY	\$40.43	\$808.60			17.7	\$715.61
17	SOD	100	- SY	\$4.64	\$464.00				
18	SEEDING WITH 270 RT SEED MIX AND TYPE 5 HYDROMULCH (3884)	200	SY	\$1.55	\$310.00				
19	SEEDING WITH 250 GR SEED MIX AND CAT. 2 EROSION CONTROL BLANKET	280	SY	\$1.86	\$520.80				
20	ADJUST MANHOLE CASTING, REPLACE ADJUSTING RINGS AND INSTALL EXTERNAL CHIE	6	EACH	\$500.00	\$3,000.00			6	\$3,000.00
21	SILT FENCE, ORANGE PREASSEMBLED	100	LF	\$1.81	\$181.00			50	\$90.50
TOTAL BASE BID:					\$46,420.36				\$43,585.83



WOODLAND CITY COUNCIL

MEETING DATE: July 9, 2012
FROM: Shelley Souers, City Clerk
SUBJECT: Draft General Stormwater Permit for Small Municipal Separate Storm Sewer Systems (MS4)

OVERVIEW

The MS4s are publicly owned stormwater infrastructure, used solely for stormwater. Examples of stormwater infrastructure include curbs, ditches, culverts and stormwater ponds. The MS4 General permit focuses on reducing the pollution that enters these public systems and discharges into lakes, streams and wetlands ("waters of the state").

All owners (City) of MS4s are required to satisfy the requirements of the MS4 general permit. The MS4 general permit requires Cities to create a stormwater pollution prevention program with six components:

- Public education
- Public participation
- A plan to detect and eliminate illicit discharges
- Construction site runoff controls
- Post construction runoff controls
- Pollution prevention methods "good housekeeping measures"

Primary goal is to improve water quality, and reduce discharge of pollutants from storm systems to the maximum extent possible.

The Draft letter delineates the City Engineer's comments and suggested amendments regarding proposed permit modifications of the general stormwater permit for small municipalities.

COUNCIL ACTION:

Review the draft comment letter and approve the suggestions or submit additional comments to the City Engineer.

The Comment period ends Monday, July 23, 2012.

June 26, 2012

DRAFT

Mr. Duane Duncanson
Minnesota Pollution Control Agency
Municipal Division
Stormwater Policy and Technical Assistance Unit
520 Lafayette Road N
St. Paul, MN 55155-4194

RE: Comment Letter
Draft General Stormwater Permit for Small Municipal Separate Storm Sewer Systems (MS4s)

Dear Mr. Duncanson:

The City of _____ has reviewed the draft General Stormwater Permit (MNR040000) for Small Municipal Separate Storm Sewer Systems (MS4s). The City hereby officially requests consideration of the following concerns associated with the proposed permit modifications.

1. The comment period for this draft of the MS4 permit ends on July 23, 2012. We understand that new MS4s will be added to the list that will be required to submit permits. We further understand that the MPCA is not required to inform newly added communities of their MS4 status prior to the end of the comment period.

Requested Action: Notify all new MS4s of their newly added status, and extend the comment period to ensure that all newly added MS4s have at least one month to review the Draft MS4 permit and submit timely comments for consideration in the Final Draft.

Specific Reason for Requested Action: We feel it is irresponsible for MPCA to keep any newly added MS4s uninformed of how this draft permit will affect them. If informed, these communities will likely take an interest in the draft permit and may have very legitimate comments that may not be otherwise considered.

2. Part II.C says, "*Existing permittees were required to submit Part 1 of the permit application prior to the expiration date (May 31, 2011) of the Agency's small MS4 general permit . . .*"

Requested Action: Clarify the intent of this paragraph with deadlines that have not already passed. A realistic extended sunset date should be given.

Specific Reason for Requested Action: The given expiration date has already passed and the current language has no meaning or relevancy. It is our understanding that the existing MS4s are working under an automatic extension of the 2006 permit.

3. Part II.D says, "*The SWPPP document shall be submitted on a form provided by the Commissioner. . .*"

Requested Action: Provide a copy of the proposed form with the permit document in an Appendix and allow public comment on this key component of the permit.

Specific Reason for Requested Action: Since the SWPPP document is an integral part of the permit, and since the SWPPP must be provided on a form provided by the Commissioner, it should be included in the viewable permit documents that are considered by the public during the comment period, and not edited later without comment.

4. Part II.D.2 says, the submitted SWPPP document shall include "*. . . A description of all Regulatory Mechanism(s) (e.g., contract language, an ordinance, permits, standards, etc) the applicant has developed, implemented, and enforced that satisfies the requirements of each program specified under Part III.D.3, 4, and 5. The description shall include the type(s) of Regulatory Mechanism(s) the applicant has in place at the time of application that will be used to satisfy the requirements.*"

Requested Action: Revise this language to remove the need to include this information with the submitted SWPPP.

Specific Reason for Requested Action: The current MS4s have extensive ordinances with embedded enforcement mechanisms. This language is ambiguous in that "*and enforced*" implies that all enforcement actions taken to date should be described. The requirement of a description of the "*Regulatory Mechanism(s) the applicant has in place at the time of application*" is also above and beyond the reasonable requirement. It should be sufficient that the City has documentation of its ordinances, penalties and associated enforcement actions. This documentation should be readily available during an audit and not listed on a document that is renewed every permit cycle. To list them out in the SWPPP will only provide a single snapshot in time. Perhaps the need for this requirement would be more obvious if a copy of the SWPPP document form was available. As it is now, this requirement appears to be an Executive Summary of the work completed in the previous permit cycle.

5. Part II.D.2 also says, "*the applicant shall describe tasks and corresponding schedules necessary to satisfy the permit requirements in accordance with the schedule in Appendix A, Table 3 (new permittee applicants). . .*" Table 3 does not exist.

Requested Action: Insert the intended Table 3 and allow sufficient time for public comment.

Specific Reason for Requested Action: Although this is considered a draft permit, the public has a right to view and comment on all aspects of the permit. Specific referenced requirements should not be excluded from the information on which the public is allowed to comment.

6. Part II.D.7 and the Corresponding Part III.F for Chemical Treatment of Stormwater for Phosphorus Removal are too specific for a general municipal operations permit.

Requested Action: Edit this section to only require a statement of whether these facilities exist, and if they do, where.

Specific Reason for Requested Action: We understand the need for this information, but the level of specificity warrants the need for a separate permit for these facilities. If the State wants to regulate them, provide a separate regulatory action for them, similar to the industrial permitting process, with a separate SIC code. Otherwise, only the facilities in MS4s will be regulated, and non-MS4 entities will not be regulated.

7. Part III.C.2.b requires the permittee to submit an inventory of ponds, wetlands and lakes that collect stormwater via constructed conveyances on a form provided by the Commissioner.

Requested Action: Provide the form in the Appendix with a link that will allow access to copy the form from the MPCA website.

Specific Reason: Access to the required forms should be readily available to permittees.

8. Part III.D.3.c.(4) on page 12 says that MS4s are to locate priority areas likely to have illicit discharges including “. . . *areas with storage of large quantities of significant materials that could result in illicit discharge.*”

Requested Action: Remove any requirements that go beyond the limits of the MS4 system. If this cannot be removed, then MPCA should:

- make all industrial permits readily viewable on its website.
- Sort the industrial permits so that each MS4 can easily locate permitted facilities within or upstream of their municipal boundaries.
- provide a link to industrial permits on the MS4 permit page so that each MS4 can access it for this permit requirement.

Specific Reason: Until now, MS4s were to look for illicit discharges, not to anticipate illicit discharges from regulated sites beyond the control of the MS4. The MS4s only have evidence of potential illicit discharge of stored materials at facilities owned and operated by the MS4. Otherwise, the best database for this requirement is already in the hands of the MPCA who currently requires industrial permitting. MS4s may not be aware or have a mechanism for determining whether a private industry has such potential for discharge of large quantities of significant materials. Most MS4s do not redundantly impose regulations on industries that are already regulated by State or Federal laws.

9. Under Section III.D.5.a(2), permittees are required to give the highest preference to green infrastructure techniques (The permit further outlines when green infrastructure is not appropriate

and gives guidelines for mitigation if it is not possible to treat the stormwater at the point of generation, Section III.D.5.a(4)).

Requested Action: Remove the preference to green infrastructure.

Specific Reason for Requested Action: Although green infrastructure is currently considered a positive design consideration, the scope of this permit is to ensure that receiving waters are not adversely impacted by MS4s. We believe it is inappropriate for MPCA or EPA to dictate specific means and methods of achieving the goal of cleaning the water. It is more appropriate to reference the Minnesota Stormwater Manual for the various design considerations and to stress the positive aspects of green infrastructure in other materials outside of the permit. The preference toward green infrastructure should be through public education rather a permit requirement.

10. Section III.D.5.a(2) also attempts to regulate stormwater volume.

Requested Action: Remove the stormwater volume controls.

Specific Reason for Requested Action: Although volume control is a legitimate method of controlling pollution, stormwater volume alone is not a pollutant and therefore should not be regulated by either the EPA or the MPCA. As stated earlier, the goal of this permit is to protect receiving waters from degradation by the MS4. Each MS4 should be allowed to choose from a multitude of BMPs to achieve that goal. We believe it is inappropriate for MPCA or EPA to dictate specific means and methods of achieving the goal of cleaning the water. It is more appropriate to reference the Minnesota Stormwater Manual for the various design considerations and to stress the positive aspects of volume control in other materials outside of the permit. The preference toward volume control should be through public education rather than a permit requirement.

We are also concerned about MS4 access to Minnesota Clean Water Fund (CWF) grant monies. Some CWF monies are only available for projects that include water quality initiatives that exceed the requirements of existing permits. Adding a requirement for volume controls may result in denying MS4s access to CWF funds for the construction of volume control BMPs.

11. The last page (Page 42 of 43) in Appendix B does not include a definition for the Abbreviation: "MCM" (Minimum Control Measure).

Requested Action: Add this definition.

Specific Reason for Requested: New personnel to the MS4 and new MS4 communities may need this to be defined.

Although there are more issues that should be addressed, we feel that the most important comment we can make is to continue with the Federal law requiring MS4s to manage their systems. This permit should be cognizant of the concern that other permits exist within the borders of the MS4, but are beyond the ability of the MS4 to control because they are privately owned. Beyond the MS4 operational limits, the MS4

Duane Duncanson

June 26, 2012

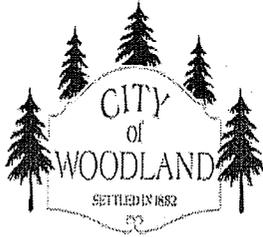
Page 5

responsibility is to recognize and detect illicit discharges that enter their system. The tracking, enforcement and penalties for illicit discharges already exist and need not be duplicated.

This permit should also refrain from specifying means and methods of achieving the goals of the MS4 permit process: to reduce pollutants entering receiving waters and further protect those receiving waters. This is why the original permit described BMPs and not specific treatment methods. MS4s should be allowed to choose BMPs to meet the requirements in a manner that fits their geological and geographical conditions as well as their regional economics. If specific management techniques were intended, the 1987 Amendment to the Clean Water Act would have specified those practices. As it is, Best Management Practices are required and the means and methods are left to the permittee.

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

Sincerely,



WOODLAND CITY COUNCIL

MEETING DATE: July 9, 2011
 FROM: Shelley Souers, City Clerk
 SUBJECT: City Assessor Agreement – 2 years

OVERVIEW

The Contract for Assessing services with Dan Distel will expire on August 31, 2012. Dan has been Woodland’s assessor since 1989 and desires to continue in that capacity. Dan requests to extend his contract for another 2 years with a 2% increase for 2012/2013 and a 2% increase for 2013/2014.

Request for Continued 2-year Contract

September 2012 - August 2013

\$9,019 = (11 months @ \$ 751.50/month 1 month@ \$752.50)

* increase of \$177/year

September 2013 – August 2014

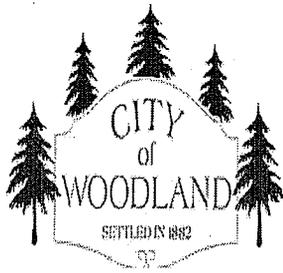
\$9,199 = (11 months @ \$ 766.50/month 1 month@ \$767.50)

* increase of \$180/year

Comparison for previous years

Increased payment starts with September payment

Year	Annual Charge	Monthly Charge
2001-2002	\$6,804	\$570
2002-2003	\$7,008	\$584
2003-2004	\$7,260	\$605
2004-2005	\$7,478	\$623
2005-2006	\$7,702	\$642
2006-2007	\$7,932	\$661
2007-2008	\$8,172	\$681
2008-2009	\$8,417	\$701
2009-2010	\$8,669	\$722
2010-2011	\$8,669	\$722
2011-2012	\$8,842	\$736
2012-2013	\$9,019	\$751.50
2013-2014	\$9,199	\$766.50



WOODLAND CITY COUNCIL

MEETING DATE: July 9, 2012
FROM: Shelley Souers, City Clerk
SUBJECT: DRAFT Budget Review and Discussion

OVERVIEW

The attached 2013 preliminary budget has been delineated to summarize 2012 year-to-date revenues and expenditures and anticipated 2013 revenues and expenditures.

LEVY

The 2013 property tax levy, as noted in the draft 2013 budget, would increase from 2012 by \$9,825 (3.2%) over the 2012 property tax levy.

EXPENDITURES

The 2013 General Fund Expenditures estimated increase of \$6,764 (2%) over the 2012 Expenditures, due to increases in:

- Contracted services (police, fire, clerical, zoning, audit, and assessor)
- Replacement of regulatory street signs and labor
- Anticipated snow plowing costs
- Increase of road improvement allotment for 2013

REVENUES

The 2013 General Fund Revenues (excluding the tax levy) decrease by \$3,061 largely due to loss of interest income and government aid sources.

The Council will adopt the 2013 proposed budget and levy in September, which will be certified to the County.

Woodland has a very limited source of revenue, leaving the majority of the funds necessary to balance the budget to be provided by the tax levy.

ACTION

Review the 2013 draft budget and make suggestions
Council will review the budget again in August and September

DRAFT

DRAFT

REVENUES

	2009	2010	2011	2012	2012	2012	2013
	Actual	Actual	Actual	Budget	YTD	Projection	Budget
Taxes							
Current Ad Valorem	287,839	294,507	290,577	310,224	9,511	300,000	320,049
Delinquent Ad Valorem	3,242	11,709	4,995	0	-	3,000	-
Penalties	0	0	0	0	-	-	-
Total Taxes	291,081	306,216	295,572	310,224	9,511	303,000	320,049
Licenses and Permits							
Professional License	600	275	600	500	500	500	500
Building Permit Fees	8,001	12,231	19,919	8,000	2,121	8,000	10000
Animal License	600	25	100	75	50	50	75
Parking Permits	360	300	325	300	115	250	300
Other Permits/Misc.	1,178	830	45	200	-	-	150
Total Licenses and Permits	10,739	13,661	20,989	9,075	2,786	8,800	11025
Intergovernmental Aid							
Gov. Aid - LGA	0	0	0	0	-	-	0
Hennepin County Road Aid	0	0	0	2,661	-	2,661	0
Recycling Grant	1578	1618	1602	1,500	-	1,500	1500
Total Intergovernmental Aid	1,578	1,618	1,602	4,161	-	4,161	1500
Charges for Service							
Zoning & Subdivision	1,625	500	450	500	-	250	250
False Alarm Fees	1,750	2,250	1,250	1,500	500	1,500	1200
Total Charges for Service	3,375	2,750	1,700	2,000	500	1,750	1450

REVENUES

	2009	2010	2011	2012	2012	2012	2012	2013
	Actual	Actual	Actual	Budget	YTD	Projection	Budget	
Fines & Forfeitures	1,490	8,026	3,113	3,000	2,145	3,000	2500	
Miscellaneous Income								
Special Assessments / Stone Arch Donation	0	0	1,150	0	-	-	0	
Interest Income (divided btwn funds)	1,064	252	1,383	1,000	192	200	200	
Other Income 101-36220	1,842	2,031	4,491	1,000	514	700	500	
Total Misc. Income	2,906	2,283	7,024	2,000	706	900	700	
	2009	2010	2011	2012	2012	2012	2013	
	Actual	Actual	Actual	Budget	YTD	Projection	Budget	
Total Revenues	311,169	334,554	330,000	330,460	15,647	321,611	337,224	

EXPENDITURES

City Council	2009	2010	2011	2012	2012	2012	2013	
	Actual	Actual	Actual	Budget	YTD	Projection	Budget	
Council Salaries	240	240	240	240	0	240	240	Mayor \$80 - Council \$40
FICA Contributions	15	15	15	15	0	15	15	
Medicare Contributions	4	4	4	5	0	5	5	
Training/Conferences/mtgs	285	70	87	200	54	50	200	Training for Council - LMC conf.
Council/Contingency/Dues	49	15	285	200	0	75	100	luncheons/ meetings
Total	593	344	631	660	54	385	560	

Elections	2009	2010	2011	2012	2012	2012	2013	
	Actual	Actual	Actual	Budget	YTD	Projection	Budget	
Election Salaries	0	1,224	0	1,300	0	1,300	0	16 judges (Primary & General)
Forms/Printing/Publication	25	203	82	350	0	350	50	notices/print ballots - Registration cards/forms
Operating Supplies	0	0	0	50	0	50	0	machine tape, supplies, etc..
Minor Equipment/Other	0	0	0	75	0	75	0	battery-ink-machine cards
Other Professional Services	0	257	0	300	0	300	0	public works set-up
Equipment Maintenance	136	301	301	325	301	301	325	Machine Mtrc Agree./HA/VA machines (ADA)
Postage	87	0	9	50	0	50	25	absentee voting via mail
Meals	0	186	0	200	0	200	0	total 16 judges
Polling Place Rental	0	200	0	200	0	200	0	Polling location
Election/Contingency	0	29	0	0	0	0	0	Misc. election
Total	248	2,400	392	2,850	301	2,826	400	

EXPENDITURES

General	2009		2010		2011		2012		2012		2012		2013		
	Actual	Budget	Actual	Budget	Actual	Budget	YTD	Projection	Budget	Actual	Budget	Actual	Budget		
Office/operational Supplies	387		91	300	218	300	441	450	350					letterhead/envel/rcpt books/bank checks/ pkg cards	
Forms/newsletters	592		680	600	625	600	269	600	650					newsletter /fax notices/hmst apps	
Zoning Coordinator	2,409		1,653	2,600	1,848	2,600	422	1,500	1,800					Zoning review -hourly	
Other Professional Services	119		119	125	119	125	177	177	150					Website / Misc. Svc.	
Clerical Services	36,892		36,892	45,655	45,280	45,655	22,827	45,655	48,257					Clerk/Treasurer- office space, equip, copies, ph	
Postage	308		407	500	327	500	150	500	500						
Publish/Legal Notices	1,290		1,437	1,500	901	1,500	553	1,300	1,500					Ordinances, municipal requirements	
Training/Misc. contingency	22		0	75	52	75	12	65	60					LMC training courses /mileage/ meetings clerk/staff	
Assessor Contract	8,501		8,739	8,850	8,725	8,850	4,416	8,850	9,019					2 yr agreement (2% increase)	
Legal Services/General	9,925		5,998	8,000	1,202	8,000	66	1,500	6,000					Review Zoning Amendments	
Legal Services/Prosecution	3,593		916	2,000	1,252	2,000	679	2,000	2,500					monthly agreement	
Audit	9,813		13,607	10,723	10,410	10,723	10,723	10,723	11,000						
Total	73,851		70,539	80,928	70,959	80,928	40,734	73,320	81,786						

EXPENDITURES

Public Safety	2009	2010	2011	2012	2012	2012	2013	
	Actual	Actual	Actual	Budget	YTD	Projection	Budget	
Jail/Workhouse Fees	0	0	0	0	0	0	0	
Law Enforcement Contract	98,370	98,370	101,321	102,233	51,115	102,233	104,278	
Fire Protection	38,069	23,508	23,166	24,063	10,194	24,063	25,100	Contract with Wayzata
Prof Svc. Fire Marshall	0	0	0	0	0	0	0	
Engineering Fees	13,325	9,617	7,028	10,000	810	2,800	5,000	update Septic Ordinance & engineering (MS4 mapping)
Total	149,764	131,495	131,515	136,296	62,119	129,096	134,378	

Public Works	2009	2010	2011	2012	2012	2012	2013	
	Actual	Actual	Actual	Budget	YTD	Projection	Budget	
Street Improvement Project Transfer	50,000	40,000	30,000	30,000	30,000	30,000	40,000	overlay, striping) Includes soft costs (engineer) - Transfer - end of year (JE)
Hennepin Co. Road Aid Transfer to Rd Fund	0	0	0	2,661	2,661	2,661	0	transfer to rd fund once receive from County
Street Signs	125	0	2,006	1,700	751	1,200	1,200	new signs / labor (new signs & labor)
Sweeping & minor road repairs (pothole patching)	1,076	6,002	7,626	6,000	5,134	5,600	7,500	minor Rd mtrnc/pothole repair / sweeping / clean up sand wash
Storm Sewer/Misc. cleanup	0	1,045	0	200	-	0	200	culverts/ misc stormwater cleanup
Snow Plowing	21,031	30,744	34,665	35,000	12,325	35,000	37,000	Cornerstone snowplowing (4yr avg. = \$30,360)
Tree removal & mowing	8,469	8,902	4,599	8,000	1,019	5,500	8,000	mowing June/Sept - Trim trees/brush
Septic Review & new septic inspections	4,283	5,382	4,097	5,200	-	4,800	4,800	Annual Reviews \$65/HH + mileage + MetroWest Insp. new system
Total	84,984	92,075	82,993	88,761	51,890	84,761	98,700	

EXPENDITURES

Misc. Expenses	2009	2010	2011	2012	2012	2012	2012	2013	
	Actual	Actual	Actual	Budget	YTD	Projection	Budget		
Misc. Professional Service & deer control	0	75	670	500	0	750	750		deer removal (2)
Recycling Contract	9,101	9,354	9,377	9,960	4,689	9,380	9,700		contract 3 yrs
Insurance	2,805	2,739	3,090	3,200	2,705	3,000	3,000		
Dues & Subscriptions	7,200	7,145	6,790	6,805	4,716	6,805	7,800		LMCD \$6474 LMC \$1031
Contingency/Misc.	7	1717	5	500	115	115	150		water kits/ misc (refund pik permit)
Total	19,113	21,030	19,932	20,965	12,225	20,050	21,400		

	2009	2010	2011	2012	2012	2012	2013	
Total General	Actual	Actual	Actual	Budget	YTD	Projection	Budget	
Fund Expenditures	328,553	317,883	306,422	330,460	167,323	310,438	337,224	

	Actual	2010	2011	2012	2012	2012	2013	
	2009	Actual	Actual	Budget	YTD	Projection	Budget	
Revenue	311,169	334,554	330,000	330,460	15,647	329,915	337,224	
Expenditures	328,553	317,883	306,422	330,460	167,323	310,438	337,224	
Fund Balance (Rev-Exp)	(17,384)	16,671	23,578	0	(151,676)	19,477	0	
Beginning General Fund Cash Balance (Jan. 1)	228,624	211,236	227,906	248,805	248,805	248,805		
Ending General Fund Cash Balance (Dec. 31)	211,236	227,906	248,805			268,282		
Ending - Road Improvement Fund Cash Balance	28,541	36,748	39,968			39,217		
Ending - combined Funds Balance (General & Road)	239,777	264,654	288,773			307,499		
% of combined fund balances (Gen. & Rd. Imp.) to next years Expenditures	76.23%	84.31%	87.39%			91.19%		

STREET IMPROVEMENT FUND

REVENUES	2008	2009	2010	2011	2012	2012	2012	2013
Street Improvement	Actual 40,000	Actual 50,000	Actual 40000	Actual 30,000	Budget 30,000	YTD 30,000	Projection 30,000	Budget 40,000
INTERFUND TRANSFER								
Interest Income	300	165	32	28	30	0	0	30
State/CountyAid	0	4229	0		2661	2661	2661	0
INTERFUND TRANSFER								
Total Revenue	40,300	54,394	40,032	30,028	32,691	32,661	32,661	40,030

EXPENSES	2008	2009	2010	2011	2012	2012	2012	2013
Prof.Services /Engineering	Actual 0	Actual 4,179	Actual 1,725	Actual 10,745	Budget 6,000	YTD 5,654	Projection 14,000	Budget 10,000
Street Improvement Project	0	65,853	31,825	10,159	30,000		46,420	30,000
Total Expenses	0	65,853	31,825	20,904	36,000	5,654	60,420	40,000

Fund Balance	Actual	Actual	Actual	Actual	2012	2012	2012	2013
Revenue	0	54,394	40,032	30,028	Budget 32,691	YTD 32,661	Projection 32,661	Budget 40,030
Expenditures	0	65,853	31,825	20,904	36,000	5,654	60,420	40,000
Fund Balance (Rev-Exp)	-	(11,459)	8,207	9,124	(3,309)	27,008	(27,759)	30
Cash Balance, Beginning	0	40,000	28,541	30,844	39,968	39,968	66,976	
Cash Balance, Ending	40,000	28,541	30,844	39,968	36,659	66,976	39,217	



Hennepin County Transportation Department

1600 Prairie Drive
Medina, MN 55340-5421

612-596-0300, Phone
763-478-4000, FAX
763-478-4030, TDD
www.hennepin.us

June 25, 2012

Ms. Shelley Souers
City of Woodland
20225 Cottagewood Road
Deephaven, MN 55331

Re: CSAH 101 (From Minnetonka Boulevard to US Highway 12)
County Project No. 9931; SAP 27-701-17
Request for Preliminary Layout Approval

Dear Ms. Souers,

Transmitted herewith for approval by the Woodland City Council, please find Preliminary Layout No. 6 (dated June 13, 2012) for the referenced project. The proposed project involves the reconstruction of County State Aid Highway (CSAH) 101 from north of CSAH 5/Minnetonka Boulevard to US Highway 12. The proposed project includes the reconstruction of the Breezy Point Road intersection but excludes any reconstruction of the existing Gray's Bay Bridge structure.

The proposed improvements include reconstructing CSAH 101 as a three-lane undivided section from just north of Minnetonka Boulevard to the intersection with Gray's Bay Boulevard. North of that point, the typical roadway section is a two-lane road to the intersection of the US Highway 12 ramps in Wayzata. The three-lane section is a suburban-type, and consists of one 11-foot through lane in each direction, one 11-foot continuous center left turn lane, and 5 foot shoulders on each side with 2-foot curb and gutter. An 8-foot bike trail is proposed to be located along the east side of CSAH 101 from Minnetonka Boulevard to US Highway 12. A 6-foot sidewalk is proposed to be located along the west side of the road from Minnetonka Boulevard to just north of the proposed roundabout at Breezy Point Road. The project includes a new bridge over the BNSF Railroad, improved drainage facilities throughout the corridor, and a new traffic signal system at the McGinty Road intersection.

The proposed roundabout at Breezy Point Road is contingent upon the outcome of additional archeological investigation to be performed in conjunction with the grading operations of the construction contract. Should archeological remains be discovered during construction, then the intersection would be redesigned with a gentler curve that would avoid or mitigate impacts to possible remains. Avoidance and mitigation of archeological remains will be coordinated with the State Archeologist and the Minnesota Council of Indian Affairs. The City will have an opportunity to review any revisions to the intersection necessitated by the discovery of archeological remains.

The design of this project necessitates a variance to Minnesota Rule 8820.9995, "Minimum Bicycle Path Standards" to eliminate the trail's 2 foot clear zone adjacent the road. This variance provides a means to reduce impacts to adjacent properties by narrowing the proposed total project footprint. Said variance requires hold-harmless resolutions from all affected local agencies within which the trail lies – Hennepin County and the cities of Minnetonka and Wayzata.

Hennepin⁴ County is requesting Council approval of the portion of the layout within Woodland as an assurance that the City is in agreement with the project concept prior to beginning detailed design and development of the construction documents. The preliminary layout is the "footprint" of what the proposed project would look like; however, not all of the details are known at this time. With Council approval of the preliminary layout, the design will be developed in greater detail. Council approval will also authorize the County to initiate the right-of-way acquisition process, which will begin after further development of the plans.

The County respectfully requests City Council approval of the preliminary layout, and that the following be included in the Resolution of Approval:

- Approval of Preliminary Layout No. 6 (dated June 25, 2012), with the understanding that the roundabout proposed at the intersection of Breezy Point Road may require redesign as a gentler curve instead of the roundabout if archeological remains are discovered.
- Authorization by the City for the County to acquire all rights-of way, permits, and/or easements required for the improvements proposed in Preliminary Layout No. 6.
- Agreement by the City to ban the parking of motor vehicles at all times and to provide enforcement for the prohibition of on-street parking for those portions of Project No. 9931 within its corporate limits.
- Agreement by the City to indemnify, save and hold harmless the State and its agents and employees of and from claims, demands, actions, or causes of action arising out of or by reason of the granting of the proposed variance, and further agreement to defend at its sole cost and expense any action or proceeding begun for asserting any claim of whatever character arising as a result of the granting of the variance.

The City Council will also have the opportunity to approve the final construction plans and construction cooperative agreement prior to construction of the project. If you have any questions, or if you require additional information, please feel free to call me at 612-596-0382.

Sincerely,



Nicholas A. Peterson, P.E.
Senior Project Manager – Design

Enclosure
NAP

Public Informational Meeting

Reconstruction of County Road 101

Thursday July 19, 2012, 5:00 to 7:00 pm

Presentation at 5:30 pm

Minnetonka Community Center – Community Room

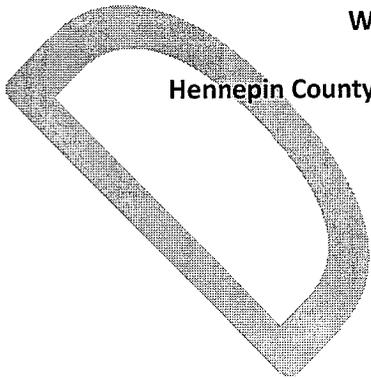
14600 Minnetonka Boulevard, MN 55345

You are invited to attend a Public Informational meeting regarding the proposed reconstruction of County Road 101 from County Road 5 (Minnetonka Boulevard) to Wayzata Boulevard. The meeting will focus on the segment of the project within the Cities of Minnetonka and Woodland. Hennepin County is planning to seek approval of the preliminary layout in August from Woodland and Minnetonka City Councils. The purpose of the meeting is to update property owners abutting the project corridor and neighborhood residents regarding the latest refinements to the project design and to seek public input. The meeting will be informal in nature, and project staff will be available to discuss the project and answer questions. The meeting will begin at 5:00 pm; there will be a presentation at 5:30 pm followed by a question and answer period.

If you are unable to attend the meeting please contact Greg Brown at 612-373-6479 or Nick Peterson at 612-596-0382 if you have any project related questions.

We hope to see you on the 19th!

Hennepin County and the Cities of Minnetonka and Woodland



Shelley Souers

From: Joel Jamnik [JJamnik@ck-law.com]
Sent: Friday, June 29, 2012 10:56 AM
To: 'Shelley Souers'
Subject: RE: Review County Letter

Generally speaking it sounds incongruous for the City to agree to defend and indemnify the State for granting a variance for a County Road project, but the basis for the request is that the trail and sidewalk portions of the County project are most likely viewed as local trails and sidewalks—will maintenance of the sidewalk and/or trail become Woodland's responsibility upon completion. If so, then having us agree to defend the state would be acceptable—our option would be to do without the trail and/or sidewalk. If the sidewalk and trail, however, are to remain the county's responsibility, then it doesn't make sense to me for us to agree to defend and indemnify the state—at most what we would do is release any claims we might have against the county or state for building to less than state standards, but we wouldn't agree to cover the county for third party claims against the county for the county project.

Joel J. Jamnik
Campbell Knutson, P.A.
317 Eagandale Office Center
1380 Corporate Center Curve
Eagan, MN 55121
Direct Dial: 651- 234-6219
Cell: 651-470-0756
Fax: 651-452-5550
Email: jjamnik@ck-law.com

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From: Shelley Souers [mailto:shelley@cityofwoodlandmn.org]
Sent: Friday, June 29, 2012 10:40 AM
To: Joel Jamnik
Subject: Review County Letter

Hello Joel,

I have attached a letter from Hennepin County regarding the conceptual plan for the upcoming improvements for County Road 101. County Road 101 runs along the east boundary of the City of Woodland and the County is working on a plan to make improvements to the roadway. The access onto County Road 101 from Woodland will have a big impact on our residents as Breezy Point Road is a main access point to County Road 101. This section will be a round-about (see map)

With regard to the letter, we would like your opinion on the section of the letter (page 2) regarding *agreement by the City or indemnify the State and its agents*. Is this standard language and what does this mean to Woodland? Does Woodland need to consider any additional insurance coverage or any issues we should be thinking about heading into this project.

Please advise.
Thank you.

6/29/2012

CITY OF WOODLAND
 TREASURER'S REPORT
 FUND CASH BALANCES
 6/30/2012

Fund	5/31/2012	Monthly	Monthly	Monthly	6/30/2012
	Cash Balance	Revenues	Expenses	* Liabilities	Cash Balance
General Fund	\$ 115,513.00	\$ 265.00	\$ 16,128.00	\$ -	\$ 99,650.00
Street Improvement	\$ 71,705.00	\$ -	\$ 4,730.00	\$ -	\$ 66,975.00
Water * Water Loan - Principal	\$ (18,706.00)	\$ 807.00	\$ 3,503.00 \$ -	\$ -	\$ (21,402.00)
Sewer * Sewer Loan - Principal	\$ 146,279.00	\$ 592.00	\$ -	\$ - \$ -	\$ 146,871.00
Total	\$ 314,791.00	\$ 1,664.00	\$ 24,361.00	\$ -	\$ 292,094.00

CITY OF WOODLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 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
TOTAL TAXES		.00	9,510.59	310,224.00 (300,713.41)	3.07
<u>LICENSES & PERMITS</u>					
101-32160	PROFESSIONAL LICENSE	.00	500.00	500.00	.00 100.00
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	15.00	115.00	300.00 (185.00)	38.33
101-32280	OTHER PERMITS (ISTS)	.00	.00	200.00 (200.00)	.00
TOTAL LICENSES & PERMITS		15.00	2,785.70	9,075.00 (6,289.30)	30.70
<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
TOTAL INTERGOVERNMENTAL AID		.00	.00	4,161.00 (4,161.00)	.00
<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	250.00	500.00	1,500.00 (1,000.00)	33.33
101-34960	REFUNDS	.00	.00	.00	.00
TOTAL PUBLIC CHARGES FOR SERVICE		250.00	500.00	2,000.00 (1,500.00)	25.00
<u>FINES & FORFEITURES</u>					
101-35101	COURT FINES	.00	2,144.80	3,000.00 (855.20)	71.49
TOTAL FINES & FORFEITURES		.00	2,144.80	3,000.00 (855.20)	71.49

CITY OF WOODLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 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	.00	191.87	1,000.00	(808.13)	19.19
101-36210 STONE ARCH DONATION	.00	.00	.00	.00	.00
101-36220 OTHER INCOME	.00	513.89	1,000.00	(486.11)	51.39
TOTAL SPECIAL ASSESSMENTS	.00	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	<u>265.00</u>	<u>15,646.85</u>	<u>330,460.00</u>	<u>(314,813.15)</u>	<u>4.73</u>

CITY OF WOODLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 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	.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	.00	53.70	660.00	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	.00	269.23	600.00	330.77	44.87
101-41400-219 OPERATIONAL SUPPLIES-OTHER	.00	440.97	300.00	(140.97)	146.99
101-41400-308 ZONING COORDINATOR SERVICES	131.47	421.57	2,600.00	2,178.43	16.21
101-41400-309 PROFESSIONAL SVCS - OTHER	.00	177.40	125.00	(52.40)	141.92
101-41400-310 CLERICAL SERVICES	3,804.58	22,827.48	45,655.00	22,827.52	50.00
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	3.00	11.50	.00	(11.50)	.00
101-41400-530 CAP OUTLAY-IMP OTHER THAN	.00	.00	.00	.00	.00
TOTAL CONTRACTED SERVICES	3,939.05	24,850.34	51,355.00	26,504.66	48.39

CITY OF WOODLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2012

GENERAL FUND

		PERIOD		BUDGET		% OF
		ACTUAL	YTD ACTUAL	AMOUNT	VARIANCE	BUDGET
<u>ASSESSOR CONTRACT</u>						
101-41500-309	ASSESSOR CONTRACT	736.00	4,416.00	8,850.00	4,434.00	49.90
	TOTAL ASSESSOR CONTRACT	736.00	4,416.00	8,850.00	4,434.00	49.90
<u>LEGAL SERVICES</u>						
101-41600-304	LEGAL SERVICES/GENERAL	(42.00)	66.00	8,000.00	7,934.00	.82
101-41600-305	LEGAL SVCS/PROSECUTION	.00	679.08	2,000.00	1,320.92	33.95
	TOTAL LEGAL SERVICES	(42.00)	745.08	10,000.00	9,254.92	7.45
<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	8,519.42	51,115.12	102,233.00	51,117.88	50.00
	TOTAL PUBLIC SAFETY EXPENSES	8,519.42	51,115.12	102,233.00	51,117.88	50.00
<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	49.00	809.50	10,000.00	9,190.50	8.10
	TOTAL ENGINEERING FEES	49.00	809.50	10,000.00	9,190.50	8.10

CITY OF WOODLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2012

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	750.52	1,700.00	949.48	44.15
101-43900-309 PROFESSIONAL SERVICES	.00	.00	.00	.00	.00
101-43900-310 SWEEPING/ROADS/MISC	243.78	5,134.45	6,000.00	865.55	85.57
101-43900-311 STORM SEWER/MISC CLEANUP	.00	.00	200.00	200.00	.00
101-43900-312 SNOW PLOWING CONTRACTURAL	.00	12,325.00	35,000.00	22,675.00	35.21
101-43900-313 TREES/MOWING CONTRACTURAL	214.55	1,019.15	8,000.00	6,980.85	12.74
101-43900-319 PROF SERVICES - SEPTIC SYSTEMS	.00	.00	5,200.00	5,200.00	.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	458.33	19,229.12	56,100.00	36,870.88	34.28
<u>PARKS CONTRACT SERVICES</u>					
101-49000-309 MISC.-PROFESSIONAL SRVCS	.00	.00	500.00	500.00	.00
101-49000-310 RECYCLING CONTRACT	781.44	4,688.64	9,960.00	5,271.36	47.07
101-49000-319 PROF SERVICE-METRO WEST	.00	.00	.00	.00	.00
101-49000-369 INSURANCE	.00	2,705.00	3,200.00	495.00	84.53
101-49000-433 DUES & SUBSCRIPTIONS	1,572.00	4,716.00	6,805.00	2,089.00	69.30
101-49000-438 DEER CONTROL	.00	.00	.00	.00	.00
101-49000-439 CONTINGENCY	115.00	115.00	500.00	385.00	23.00
TOTAL PARKS CONTRACT SERVICES	2,468.44	12,224.64	20,965.00	8,740.36	58.31
<u>TRANSFERS</u>					
101-49300-720 TRANSFERS OUT	.00	32,661.00	32,661.00	.00	100.00
TOTAL TRANSFERS	.00	32,661.00	32,661.00	.00	100.00
<u>TOTAL FUND EXPENDITURES</u>					
	16,128.24	167,322.90	330,460.00	163,137.10	50.63

CITY OF WOODLAND
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING JUNE 30, 2012

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
NET REVENUES OVER EXPENDITURES	(15,863.24)	(151,676.05)	.00	(477,950.25)	.00

CITY OF WOODLAND
REVENUES/EXPENDITURES COMPARED TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2012

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUE</u>					
TAXES	.00	9,510.59	310,224.00	300,713.41	3.1
LICENSES & PERMITS	15.00	2,785.70	9,075.00	6,289.30	30.7
INTERGOVERNMENTAL AID	.00	.00	4,161.00	4,161.00	.0
PUBLIC CHARGES FOR SERVICE	250.00	500.00	2,000.00	1,500.00	25.0
FINES & FORFEITURES	.00	2,144.80	3,000.00	855.20	71.5
SPECIAL ASSESSMENTS	.00	705.76	2,000.00	1,294.24	35.3
OTHER FINANCING SOURCES	.00	.00	.00	.00	.0
TOTAL FUND REVENUE	265.00	15,646.85	330,460.00	314,813.15	4.7
<u>EXPENDITURES</u>					
COUNCIL	.00	53.70	660.00	606.30	8.1
ELECTIONS	.00	301.00	2,850.00	2,549.00	10.6
CONTRACTED SERVICES	3,939.05	24,850.34	51,355.00	26,504.66	48.4
ASSESSOR	736.00	4,416.00	8,850.00	4,434.00	49.9
LEGAL SERVICES	(42.00)	745.08	10,000.00	9,254.92	7.5
AUDITING	.00	10,723.00	10,723.00	.00	100.0
PUBLIC SAFETY EXPENSES	8,519.42	51,115.12	102,233.00	51,117.88	50.0
FIRE PROTECTION	.00	10,194.40	24,063.00	13,868.60	42.4
ENGINEERING	49.00	809.50	10,000.00	9,190.50	8.1
PUBLIC WORKS EXPENSE	.00	.00	.00	.00	.0
PUBLIC WORKS CONTRACT SERVICES	458.33	19,229.12	56,100.00	36,870.88	34.3
PARKS CONTRACT SERVICES	2,468.44	12,224.64	20,965.00	8,740.36	58.3
TRANSFERS OUT	.00	32,661.00	32,661.00	.00	100.0
TOTAL FUND EXPENDITURES	16,128.24	167,322.90	330,460.00	163,137.10	50.6
NET REVENUE OVER EXPENDITURES	(15,863.24)	(151,676.05)	.00	151,676.05	.0

CITY OF WOODLAND
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING JUNE 30, 2012

STREET IMPROVEMENT FUND

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

CITY OF WOODLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 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	4,730.00	5,653.50	6,000.00	346.50	94.22
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>4,730.00</u>	<u>5,653.50</u>	<u>36,000.00</u>	<u>30,346.50</u>	<u>15.70</u>
TOTAL FUND EXPENDITURES	<u>4,730.00</u>	<u>5,653.50</u>	<u>36,000.00</u>	<u>30,346.50</u>	<u>15.70</u>
NET REVENUES OVER EXPENDITURES	<u>(4,730.00)</u>	<u>27,007.50</u>	<u>(3,309.00)</u>	<u>(30,376.50)</u>	<u>816.18</u>

CITY OF WOODLAND
 REVENUES/EXPENDITURES COMPARED TO BUDGET
 FOR THE 6 MONTHS ENDING JUNE 30, 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	.00	2,661.00	2,661.00	.00	100.0
SPECIAL ASSESSMENTS	.00	.00	30.00	30.00	.0
OTHER FINANCING SOURCES	.00	30,000.00	30,000.00	.00	100.0
TOTAL FUND REVENUE	.00	32,661.00	32,691.00	30.00	99.9
<u>EXPENDITURES</u>					
STREET IMPROVEMENT FUND EXPENSES	4,730.00	5,653.50	36,000.00	30,346.50	15.7
TOTAL FUND EXPENDITURES	4,730.00	5,653.50	36,000.00	30,346.50	15.7
NET REVENUE OVER EXPENDITURES	(4,730.00)	27,007.50	(3,309.00)	(30,316.50)	816.2

CITY OF WOODLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 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	671.34	4,527.26	7,260.00	(2,732.74)	62.36
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	91.06	4,025.61	8,560.00	(4,534.39)	47.03
601-37171 WATER ADMIN FEE	.00	.00	.00	.00	.00
601-37172 WATER USER FEE	44.10	1,927.60	4,145.00	(2,217.40)	46.50
TOTAL WATER USAGE REVENUE	806.50	10,480.47	19,965.00	(9,484.53)	52.49
<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	806.50	10,480.47	33,167.00	(22,686.53)	31.60

CITY OF WOODLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2012

		WATER FUND			
		PERIOD	BUDGET	VARIANCE	% OF
		ACTUAL	AMOUNT	AMOUNT	BUDGET
		YTD ACTUAL			
<u>TRANSFERS</u>					
601-49300-720	OPERATING TRANSFERS	.00	.00	.00	.00
TOTAL TRANSFERS		.00	.00	.00	.00
<u>WATER FUND EXPENSES</u>					
601-49400-106	SALARY	.00	.00	.00	.00
601-49400-122	FICA CONTRIBUTIONS	.00	.00	.00	.00
601-49400-123	MEDICARE CONTRIBUTIONS	.00	.00	.00	.00
601-49400-209	WATER-OFFICE SUPPLIES	.00	.00	.00	.00
601-49400-214	FORMS/PRINTING	.00	22.00	500.00	478.00
601-49400-219	OPERATIONAL SUPPLIES-OTHE	.00	.00	.00	.00
601-49400-229	R&M SUPPLIES-OTHER	.00	.00	.00	.00
601-49400-303	ENGINEERING FEES	.00	558.00	1,500.00	942.00
601-49400-304	LEGAL FEES	.00	.00	.00	.00
601-49400-309	PROFESSIONAL SERVICES-O	.00	.00	.00	.00
601-49400-318	1/3 OF 2011 SHORTFALL	.00	.00	2,500.00	2,500.00
601-49400-319	EQUIPMENT MNTCE-FIRE HYDRANTS	3,503.00	8,295.86	2,000.00	(6,295.86)
601-49400-320	MNTCE & REPAIRS - CURB STOPS	.00	.00	1,000.00	1,000.00
601-49400-321	EQUIP MNTCE/REPAIR-GATE VALVES	.00	.00	1,000.00	1,000.00
601-49400-322	COMMUNICATIONS-POSTAGE	.00	21.36	60.00	38.64
601-49400-381	UTILITY SERVICES-ELECTRIC	.00	.00	.00	.00
601-49400-382	UTILITY SVC-WATER	.00	4,412.44	7,260.00	2,847.56
601-49400-409	R&M CONTRACTURAL-OTHER	.00	.00	.00	.00
601-49400-433	MISC.-DUES & SUBSCRIPTI	.00	.00	.00	.00
601-49400-439	CONTINGENCY	.00	.00	.00	.00
601-49400-590	CAPITAL OUTLAY-OTHER	.00	.00	.00	.00
601-49400-602	IMPROVE BOND-PRINCIPAL	.00	12,500.00	12,500.00	.00
601-49400-611	INTEREST EXPENSE	.00	.00	.00	.00
601-49400-612	IMPROVEMENT BOND-INTEREST	.00	2,460.94	4,569.00	2,108.06
TOTAL WATER FUND EXPENSES		3,503.00	28,270.60	32,889.00	4,618.40
<u>DEPRECIATION</u>					
601-49970-420	DEPRECIATION EXPENSE	.00	.00	.00	.00
TOTAL DEPRECIATION		.00	.00	.00	.00
TOTAL FUND EXPENDITURES		3,503.00	28,270.60	32,889.00	4,618.40
NET REVENUES OVER EXPENDITURES		(2,696.50)	(17,790.13)	278.00	(27,304.93)

CITY OF WOODLAND
 REVENUES/EXPENDITURES COMPARED TO BUDGET
 FOR THE 6 MONTHS ENDING JUNE 30, 2012

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<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	806.50	10,480.47	19,965.00	9,484.53	52.5
OTHER FINANCING SOURCES	.00	.00	.00	.00	.0
TOTAL FUND REVENUE	806.50	10,480.47	33,167.00	22,686.53	31.6
<u>EXPENDITURES</u>					
TRANSFERS OUT	.00	.00	.00	.00	.0
WATER FUND EXPENSES	3,503.00	28,270.60	32,889.00	4,618.40	86.0
DEPRECIATION	.00	.00	.00	.00	.0
TOTAL FUND EXPENDITURES	3,503.00	28,270.60	32,889.00	4,618.40	86.0
NET REVENUE OVER EXPENDITURES	(2,696.50)	(17,790.13)	278.00	18,068.13	{399.3}

CITY OF WOODLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 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	391.88	6,157.31	11,702.00	(5,544.69)	52.62
602-34402 LATE CHARGES & PENALTIES	.00	.00	.00	.00	.00
602-34408 0	.00	.00	.00	.00	.00
TOTAL SEWER USAGE REVENUE	391.88	6,157.31	11,702.00	(5,544.69)	52.62
<u>SPECIAL ASSESSMENTS</u>					
602-36100 SP ASSMTS - 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	76.24	3,296.23	7,167.00	(3,870.77)	45.99
602-37171 SEWER ADMIN FEE	.00	.00	.00	.00	.00
602-37172 SEWER USER FEE	123.48	5,333.22	11,607.00	(6,273.78)	45.95
602-37270 SAC-CITY PORTION	.00	.00	.00	.00	.00
TOTAL SEWER USAGE REVENUE	199.72	8,629.45	18,774.00	(10,144.55)	45.96

CITY OF WOODLAND
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING JUNE 30, 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	 591.60	 14,786.76	 34,967.00	 (20,180.24)	 42.29

CITY OF WOODLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2012

SEWER FUND

	PERIOD		BUDGET		% OF
	ACTUAL	YTD ACTUAL	AMOUNT	VARIANCE	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	.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	.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	.00	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	.00	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	.00	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	.00	29,616.90	58,620.00	29,003.10	50.52
NET REVENUES OVER EXPENDITURES	591.60	(14,830.14)	(23,653.00)	(49,183.34)	(62.70)

CITY OF WOODLAND
REVENUES/EXPENDITURES COMPARED TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2012

SEWER 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
SEWER USAGE REVENUE	391.88	6,157.31	11,702.00	5,544.69	52.6
SPECIAL ASSESSMENTS	.00	.00	4,491.00	4,491.00	.0
SEWER USAGE REVENUE	199.72	8,629.45	18,774.00	10,144.55	46.0
OTHER FINANCING SOURCES	.00	.00	.00	.00	.0
TOTAL FUND REVENUE	<u>591.60</u>	<u>14,786.76</u>	<u>34,967.00</u>	<u>20,180.24</u>	<u>42.3</u>
<u>EXPENDITURES</u>					
SEWER FUND EXPENSES	.00	26,439.45	52,424.00	25,984.55	50.4
DEPRECIATION	.00	.00	.00	.00	.0
TOTAL FUND EXPENDITURES	<u>.00</u>	<u>26,439.45</u>	<u>52,424.00</u>	<u>25,984.55</u>	<u>50.4</u>
NET REVENUE OVER EXPENDITURES	<u>591.60</u>	<u>(11,652.69)</u>	<u>(17,457.00)</u>	<u>(5,804.31)</u>	<u>(66.8)</u>



2012 PERMIT ACTIVITY

CITY OF WOODLAND

Report Period: Year to Date

Month Permit Issued	Type of Permit	Permit Number	Job Address	Value of Job	Permit Fee	Type of Job
March	Building	212001	2835 West Road	\$6,800.00	\$234.76	Basement Finish
April	Building	212002	2765 Maplewood Circle East	\$147,000.00	\$2,078.97	Remodel
April	Building	212003	17945 Breezy Point Road	\$12,500.00	\$228.25	Re-roof
June	Building	212004	2825 Maplewood Circle East	\$210,000.00	\$2,661.09	House Remodel
June	Building	212005	2765 Maplewood Circle East	\$14,000.00	\$396.46	Master Suite
June	Building	212006	2800 Maplewood Circle East	\$12,800.00	\$228.25	Demo House

Yearly Building						
Permit Total		6		\$403,100.00	\$5,827.78	

February	Electrical	212001	2835 West Road	\$500.00	\$40.00	Basement Remodel
April	Electrical	212002	2770 East Road	\$500.00	\$40.00	Bath Remodel
April	Electrical	212003	2750 Woolsey Lane	\$10,500.00	\$251.25	Multiple Remodels
April	Electrical	212004	2765 Maplewood Circle East	\$8,000.00	\$196.25	Service Upgrade
May	Electrical	212005	2871 Gale Road	\$200.00	\$40.00	Pool Bonding
May	Electrical	212006	2825 Maplewood Circle East	\$10,000.00	\$241.25	Upper/Mail Level Demo

Yearly Electrical						
Permit Total		6		\$29,700.00	\$808.75	

March	Heating	212001	2835 West Road	\$270.00	\$40.00	Additions
April	Heating	212002	2856 Gale Road	\$1,500.00	\$40.00	AC
May	Heating	212003	2765 Maplewood Circle East	\$1,500.00	\$4,000.00	Gas Piping for Addition

Yearly Heating						
Permit Total		3		\$3,270.00	\$4,080.00	

March	Plumbing	212001	2770 East Road	\$1,500.00	\$40.00	3 Fixtures
April	Plumbing	212002	2765 Maplewood Circle East	\$1,000.00	\$6,800.00	8 Fixtures

Yearly Plumbing						
Permit Total		2		\$2,500.00	\$6,840.00	

Year to Date						
Permit Total		17		\$438,570.00	\$17,556.53	

Number of Permits Issued in January - 0
 Number of Permits Issued in February - 1
 Number of Permits Issued in March - 3
 Number of Permits Issued in April - 7
 Number of Permits Issued in May - 3
 Number of Permits Issued in June - 3



LAKE MINNETONKA CONSERVATION DISTRICT

23505 SMITHTOWN ROAD, SUITE 120 • SHOREWOOD, MINNESOTA 55331 • TELEPHONE 952/745-0789 • FAX 952/745-9085
Gregory S. Nybeck, EXECUTIVE DIRECTOR

June 28, 2012

TO: LMCD Mayors
LMCD City Administrators
LMCD Board Members

FROM: Greg Nybeck, Executive Director

SUBJECT: Adopted 2013 LMCD Budget

Enclosed is a copy of the 2013 Lake Minnetonka Conservation District (LMCD) Budget, which was recently adopted and certified by the LMCD Board of Directors. Minnesota State Statute 103B.635, Subd. 1 requires the LMCD Board, on or before July 1 of each year, to prepare and submit a detailed budget of the LMCD's needs for the next calendar year to the governing body of each municipality in the LMCD (with a statement of the proportion of the budget to be provided by each municipality).

Per enabling legislation, the maximum levy the LMCD could forward to its member cities in 2013 is \$469,306. We are pleased to forward an approved 2013 LMCD Budget that is well below the maximum levy at \$330,604. This is a 2.6% increase when compared to the \$322,208 in the levy for the adopted 2012 LMCD Budget. The LMCD has recognized the economic challenges that the member cities have faced in recent years and this is the first levy increase since 2009.

If your city has any comments about the adopted 2013 LMCD Budget, please let me know. On behalf of the LMCD Board of Directors, I would like to thank all 14 LMCD member cities for your continued participation and support of LMCD related activities. Please feel free to contact me if you have questions. My e-mail address is gnybeck@lmcd.org.





LAKE MINNETONKA CONSERVATION DISTRICT 2013 BUDGET AND LEVY (ADOPTED)

City	2010 U.S. Census Population Data	2011 Taxable Market Value	2011 Net Tax Capacity	% of Total Net Tax Capacity (Note 1)	Share of Admin. Levy in 2013	Share of AIS Levy in 2013	Share of Total Levy in 2013	Share of Total Levy in 2012	Increase in Total Levy from 2012	% of Increase from 2012
DEEPHAVEN	3,642	970,965,600	10,795,135	4.8%	\$15,659	\$6,033	\$21,692	\$20,422	\$1,270	6.2%
EXCELSIOR	2,188	334,613,700	4,067,384	1.8%	\$5,900	\$2,273	\$8,173	\$7,673	\$500	6.5%
GREENWOOD	688	282,469,600	3,209,693	1.4%	\$4,656	\$1,794	\$6,450	\$6,264	\$186	3.0%
MINNETONKA	49,734	7,675,914,900	93,776,546	41.6%	\$47,731	\$18,390	\$66,121	\$64,442	\$1,679	2.6%
MTKA BEACH	539	273,543,500	3,184,321	1.4%	\$4,619	\$1,780	\$6,399	\$6,078	\$321	5.3%
MINNETRISTA	6,384	1,301,013,000	13,732,806	6.1%	\$19,920	\$7,675	\$27,595	\$27,036	\$559	2.1%
MOUND	9,052	1,083,054,600	10,887,752	4.8%	\$15,793	\$6,085	\$21,878	\$23,104	-\$1,226	-5.3%
ORONO	7,437	2,568,780,900	29,065,900	12.9%	\$42,162	\$16,244	\$58,407	\$57,866	\$541	0.9%
SHOREWOOD	7,307	1,448,576,000	15,761,142	7.0%	\$22,863	\$8,809	\$31,671	\$30,473	\$1,198	3.9%
SPRING PARK	1,669	219,138,600	2,585,423	1.1%	\$3,750	\$1,445	\$5,195	\$5,053	\$142	2.8%
TONKA BAY	1,475	531,023,400	6,010,115	2.7%	\$8,718	\$3,359	\$12,077	\$11,677	\$400	3.4%
VICTORIA	7,345	977,589,100	10,214,588	4.5%	\$14,817	\$5,709	\$20,526	\$20,100	\$426	2.1%
WAYZATA	3,688	1,450,728,900	18,883,189	8.4%	\$27,391	\$10,554	\$37,945	\$35,731	\$2,214	6.2%
WOODLAND	437	275,383,000	3,221,802	1.4%	\$4,673	\$1,801	\$6,474	\$6,288	\$186	3.0%
	101,585	19,392,794,800	225,395,796	100.0%	\$238,654	\$91,950	\$330,604	\$322,207	\$8,397	2.6%
									\$469,306	

Maximum Levy Per MN statute 103B.635 (Total Taxable Market Value * .00242%):

(Note 1) Per MN statute 103B.631, no city may pay more than 20% of the total levy. The City of Minnetonka would pay a constant 20% of any amounts to be levied.

Remaining cities factor for determining levy amounts is computed as: (City Net Tax Capacity / (Total Net Tax Capacity - Minnetonka Net Tax Capacity)) * 80%

Total Net Tax Capacity 225,395,796
 less Minnetonka Net Tax Capacity (93,776,546)
 Net Tax Capacity for remaining 13 cities 131,619,250



June 14, 2012

Mr. Gus Karpas

Cities of Deephaven, Greenwood, and Woodland
20225 Cottagewood Road
Deephaven, MN 55331

RE: Annual Review of MCWD Capital Improvement Program

Dear Mr. Karpas,

Each year, the Minnehaha Creek Watershed District (MCWD) revises and distributes its 10-year Capital Improvement Program (CIP) to its member cities and counties for review and comment.

Our original CIP was developed with considerable input from our communities and contains several projects identified by city and county staff. Over time, local priorities may change so your input on our revised Draft CIP is valuable in helping us identify changed or new opportunities to partner with you on cleaning up polluted water and protecting our natural resources.

The District uses a three-year process during which projects are studied in year one, designed in year two, and constructed in year three. The Draft CIP describes the status of projects currently under feasibility review, design, or construction. It also includes details on proposed 2015 projects that were identified in our 2007 Water Resources Management Plan. While we are interested in exploring partnerships for projects scheduled for construction in 2013 and 2014, we encourage you to look ahead to those planned for 2015 construction, as these are the projects that will be studied next year.

Please note that the costs shown are estimates from the 2007 Water Resources Management Plan and may not represent the District's actual capital budget for these years. Cost estimates are refined based on feasibility review and design. Proposed projects may be dropped or revised or new projects may be added based on feasibility review or community input. The Draft CIP shows greater budget totals for 2014 and beyond as these feasibility studies have not been completed and the District does not yet know which of these projects will be ordered for design and construction, cancelled, or moved to a later year.

The Draft CIP, along with maps showing project locations by year, can be found on the District website at: <http://www.minnehahacreek.org/projects>. For more information regarding these projects, please refer to the corresponding subwatershed section of the 2007 Water Resources Management Plan found at: <http://www.minnehahacreek.org/comp-plan>.

*The Minnehaha Creek
Watershed District is*

committed to a

leadership role in

protecting, improving

and managing the

surface waters and

affiliated groundwater

resources within the

District, including their

relationships to the

ecosystems of which they

are an integral part.

We achieve our mission

through regulation,

capital projects,

education, cooperative

endeavors, and other

programs based on

sound science,

innovative thinking, an

informed and engaged

constituency, and the

cost effective use of

public funds.

MINNEHAHA CREEK



WATERSHED DISTRICT

QUALITY OF WATER

QUALITY OF LIFE

You are invited to submit comments on the proposed Draft CIP as well as requests for alternative projects that offer regional benefits. Comments received will be compiled and presented to the MCWD Board of Managers for review prior to approval of the CIP. Please submit comments to me via mail or email (provided below) no later than July 16, 2012.

Feel free to contact me with any questions.

Thank you,
Becky Houdek
MCWD Senior Planner
[bhoudk@minnehahacreek.org](mailto:bhoudek@minnehahacreek.org)

Cc: Administrator Dana Young
Mayor Paul Skrede
Administrator Shelley Souers
Mayor Deb Kind
Mayor James Doak