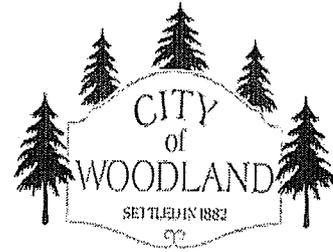


**CITY OF WOODLAND  
City Council Agenda**

**MONDAY, September 10, 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 August 13, 2012; Regular Council Meeting
- B.** Request for Final Payment (No. 2) Stone Arch Road Mill & Overlay; Resolution No. 21-2012
- C.** Lake Minnetonka Communications Commission (LMCC) 2013 Budget Approval

**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.** Eric Evenson, District Administrator; MCWD Budget discussion

**6. OLD BUSINESS**

- A.** Adoption of the Proposed 2013 Budget and Tax Levy:
  - Resolution No. 18-2012; Adopting the proposed 2013 budget
  - Resolution No. 19-2012; Adopting the proposed 2013 levy
- B.** Adopt Resolution No. 20-2012; Approving County Road 101 Concept Plan

**7. MAYOR'S REPORT**

**8. COUNCIL REPORTS**

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

**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: October 8, 2012

WOODLAND  
CITY COUNCIL MINUTES  
Monday, August 13, 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 and Chris Rich

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

Guests: Nick Peterson, Craig Twinem, Greg Brown, Brian and Cindy Jackson, and Tom Newberry.

**CONSENT AGENDA**

- A. Minutes July 9, 2012; Regular Council Meeting**
- B. Resolution No. 15-2012: Septic Review Agreement for 2013 (Kurt Larsen)**
- C. Resolution No. 16-2012; Septic Inspection Agreement for 2013 (Metro West Inspection Services)**
- D. Select Date for 2013 Budget and Levy Hearing**
- E. Final Pay Request (No. 2) Stone Arch Road Mill & Overlay**

Mayor Doak moved to remove item E. from the consent agenda since the final pay request was still under review by the City Engineer.

*Council Member Carlson moved to approve the consent agenda as amended and with a correction to the July 9 Council Minutes (changing evasive to invasive). Council Member Rich seconded the motion. Motion carried 3-0.*

**PUBLIC COMMENTS**

Brian & Cindy Jackson, 2865 Center Road, distributed materials that explained pervious (porous) pavers and their use as an option to natural vegetation to control stormwater runoff. The Jacksons stated that they reside in the Groveland neighborhood. As a neighborhood the area has exceeded the maximum impervious cover permitted elsewhere in the City. The community shares common green-space, so the private properties are small in size. A primary issue resident's encounter is the limited ability to make improvements to their property due to hardcover restrictions. Mr. Jackson explained that porous pavers decrease stormwater runoff when properly installed and because of their pervious design should not count towards hardcover calculations. Mr. Jackson requested that the City Council evaluate and consider the use of porous pavers as a landscape option.

Zoning Administrator Karpas stated that he is somewhat familiar with porous pavers. Karpas noted that the pavers must be properly installed and cleaned out to function properly. Presently there is no inspection program through the Uniform

Building Code. The City would need to consider a maintenance inspection program to ensure that a porous paver surface is properly maintained to continue to be effective with stormwater control. Karpas also expressed concern that the use of porous pavers, although effective in controlling stormwater, could open the City to "massing" or large homes on small lots that would negatively impact the character of the community.

Mayor Doak suggested that the Council review the information that Mr. Jackson provided and tabled this matter to a future council meeting for continued discussion.

## **PUBLIC HEARING**

### **A. Special Use Permit, 2865 Center Road, Brian and Cindy Jackson**

Zoning Administrator Karpas presented the request for a Special Use Permit to add a stair access from a deck to the grade. A Special Use Permit was approved in 1997 permitting the expansion of the existing deck to gain access to a door into the home. Zoning Administrator Karpas reviewed the standards outlined in the ordinance and noted that there would be no impact to adjacent property. Zoning Administrator Karpas stated that a condition to approval be an as-built survey confirming the step location and impervious cover ratio.

*Council Member Carlson moved to approve Resolution No. 17-2012; for a special use permit to allow steps with the condition that the applicants provide an as-built survey. Council Member Rich seconded the motion. Motion carried 3-0.*

## **NEW BUSINESS**

### **A. County Road 101 Improvements Discussion**

Mayor Doak introduced Hennepin County Engineers Nick Peterson and Craig Twinem and URS Design Engineer Greg Brown to speak regarding the proposed County Road 101 improvements.

Mayor Doak stated that Woodland is not comparable in size or financial ability to the other communities adjacent to County Road 101, making the concerns of Woodland different than those of the neighboring cities of Wayzata and Minnetonka.

Engineer Peterson presented a brief project background denoting the conditions necessitating the improvements and probable timeline for construction.

Council expressed support for the three lane roadway south of the roundabout. The roundabout also received enthusiastic support.

Council expressed opposition to the proposed sidewalk due to the impact on adjacent properties and the cost to the City for installation and on-going maintenance relative to the perceived need. There are no sidewalks in elsewhere in Woodland. The proposed sidewalk appears to have limited access and does not extend beyond the proposed round-about or through to Wayzata.

Council agreed that the multi-use trail along the east side of County Road 101 would be beneficial to access other trails and roadways. It seems redundant, given a multi-use trail on the other side of the roadway.

County Engineers noted that sidewalks are designed to facilitate crossing at controlled locations. The concept layout plan terminates the sidewalk at the roundabout where two cross walks are shown to traverse to the multi use trail.

Council asked if well defined cross walks could be located along County Road 101 without the development of a sidewalk.

Mayor Doak noted that in addition to the preliminary costs that the County presented there may be costs for underground sewer and water improvements that Minnetonka may impose.

Mayor Doak expressed concern that the City does not have adequate financial reserves to bury utility lines. Woodland is not comparable to adjacent cities in terms of size or budget and certain improvements and amenities will be out of Woodlands capacity of funding.

Mayor Doak noted that the draft resolution provided by the County will be reviewed by the City Attorney and amended so as not to bind the City to financial unknowns.

Engineer Peterson noted that the utility companies will move the poles and wires and understands that burying lines for aesthetic purposes can be cost prohibitive. The location of the utilities whether overhead or underground, does not change the proposed road layout.

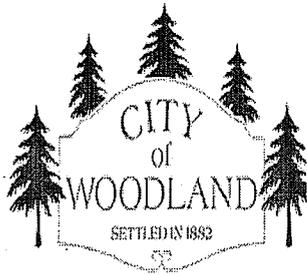
Engineer Twinem stated that a 25% contingency is built into the preliminary cost estimate of \$88,000, and does not include burial of the underground utilities.

Council Member Rich asked if elimination of the sidewalk would reduce the costs by \$29,700, as delineated for the sidewalk in the cost summary. Engineer Twinem stated that the costs would decrease to reflect that elimination. Council Member Rich requested a more accurate cost summary for the sidewalk.

Council Member Carlson requested information on the location and costs associated with the proposed street lights.

Mayor Doak noted that the City's intent is to amend the resolution and submit it to the County, following Council action at its September meeting.

Engineer Peterson asked if the Woodland would submit a letter to the County, prior to the September Council meeting, supporting the concept layout.



## WOODLAND CITY COUNCIL

MEETING DATE: September 10, 2012

FROM: Shelley Souers, City Clerk

SUBJECT: Authorize Final Payment (No. 2) to Omann Brothers Paving, Inc. for 2012 Mill & Overlay Project. Resolution No. 21-2012

### **OVERVIEW**

The 2012 Road Improvement Project included mill and overlay to Stone Arch Road. This project removed and replaced the roadbed and asphalt, along with slight modifications to the road and shoulders.

### **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. The completed project exceeded the estimate by \$1,868.65.

The original proposal: \$46,420.36

Pay Request No. 1: \$41,406.54

Pay request No. 2: \$ 6,882.47

**Total \$48,289.01**

### **COUNCIL ACTION:**

- Motion to approve the consent agenda thereby approving the attached Resolution No. 21-2012; approving Final Payment No. 2 for the 2012 Mill and Overlay of Stone Arch Road.

CITY OF WOODLAND

RESOLUTION NO. 21-2012

REQUEST FOR PAYMENT NO. 2 AND FINAL PAYMENT 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. 2.

NOW, THEREFORE, BE IT RESOLVED THAT the request for payment No. 2 in the amount of \$6,882.47 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.

Adopted this 10 day of September, 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

August 14, 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. 2 - Final from Omann Brothers Paving for work completed on the 2012 Stone Arch Road Improvement Project through August 14, 2012. The final total for the project is over the original bid amount, which was mainly due to increased restoration quantities that were required to properly blend the new roadway in with the existing conditions. We have reviewed the estimate, verified the quantities, and recommend payment in the amount of \$6,882.47.

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

Sincerely,

BOLTON & MENK, INC.

David P. Martini  
Principal Engineer

DPM/dpm



# LMCC

LAKE MINNETONKA COMMUNICATIONS COMMISSION

4071 SUNSET DRIVE ■ BOX 385 ■ SPRING PARK, MN 55384-0385 ■ 952.471.7125 ■ FAX 952.471.9151 ■ [lmcc@lmcc-tv.org](mailto:lmcc@lmcc-tv.org)

August 27, 2012

DEEPHAVEN

EXCELSIOR

RE: Approval of LMCC 2013 Budget

GREENWOOD

Dear Mayor and Council Members:

INDEPENDENCE

The Lake Minnetonka Communications Commission (LMCC) passed the enclosed budget for 2013, at the Full LMCC Commission meeting on August 21, 2012.

LONG LAKE

This budget is not funded with tax dollars, but rather a cable company franchise fee paid annually to the LMCC. We are also receiving a PEG (public, educational, governmental) access fee for community use of the production studio.

LORETTO

MAPLE PLAIN

I am submitting the budget to all city members of the LMCC for review and approval according to our Joint Powers Agreement. Please send me the minutes or resolution of your actions regarding the LMCC Budget as we keep a record of approval on file at the LMCC Offices.

MEDINA

MINNETONKA  
BEACH

If you would like me to attend your council meeting to answer any questions please let me know the date and time of the meeting or the time I would be placed on the agenda. The LMCC needs approval of the majority of the cities to proceed with the proposed budget. We would appreciate your approval at your September Council meeting.

MINNETRISTA

ORONO

ST. BONIFACIUS

Thank you for your continued support and use of the television facilities and your participation in our programming on Tonka Report, with your city events and with any election coverage of candidates.

SHOREWOOD

Sincerely,

SPRING PARK

LAKE MINNETONKA COMMUNICATIONS COMMISSION

TONKA BAY

VICTORIA

Sally Koenecke  
Executive Director

WOODLAND

Enclosure

## **Lake Minnetonka Communications Commission Year 2013 Budget**

The Lake Minnetonka Communications Commission is not funded by tax dollars and its operating budget is derived from cable franchise fees and PEG fees to cable subscribers. The LMCC studio and offices are located at 4071 Sunset Drive in Spring Park.

The Lake Minnetonka Communications Commission maintains a fund balance as a reserve to continue operations if unforeseeable funding losses should occur. These could include lowered franchise revenue, legislation resulting in reduced funding, or other revenue losses. The LMCC is in the process of franchise renewal and will be working with consultants to determine technical and financial considerations going forward. The LMCC has maintained its budgeted balance for the first seven months of 2012.

The LMCC continues to provide excellent service to area residents with its programming and streaming services. As you may be aware the LMCC included agenda parsing with its streaming capabilities this year and it has been a very worthwhile service to the cities in viewing city council meetings. The streaming service continues to exhibit growth in the numbers of residents accessing the "on demand" city council meetings. The LMCC earned a national programming award this year from the Alliance for Community Media for a program produced for children about public safety. Other programming produced for and with the cities includes fire safety programming, city events and festivals, state of the city addresses, "Tonka Report" with city administrators, candidate forums, community development programs, school district programs and non-profit organizational programming. The LMCC will have extensive election coverage during the next month. The LMCC continues to resolve cable subscriber complaints and monitors the franchise agreement with Mediacom.

### **The following is a summary of the budget considerations made by the 2013 Budget Committee:**

The budget is proportioned into three categories, Franchise, Studio and Capital:

#### **Franchise Administration**

This fund is supported entirely by franchise fees and interest on investments. Activities accounted for in this fund are related to the oversight responsibility of the Commission representing the member cities' interest in the cable operator's compliance with the franchise agreement. This fund also supports the complaint process and resolution of subscriber complaints reported to the LMCC. The LMCC also represents its member cities by monitoring and participating in the legislative activities at the state and federal levels. This fund also supports the oversight of the community television studio.

### **Studio Salaries and Studio Capital**

In 2008 due to an FCC ruling the studio budget was presented a little differently. Due to the possibility that the PEG fee may only be used for capital expenditures the Budget Committee put Studio Salaries as an operating expense. The other funds needed for the studio are classified as Access Studio Capital as the expenses incurred here result in a product, that being community programs. The Budget page for studio is divided into two categories, Access Studio Operating (salaries) and Access Studio Capital.

### **Capital Equipment and Building Improvement**

The Capital Improvement Fund supports the acquisition of new equipment and the need for replacement of equipment and leasehold improvements presently existing. A listing of proposed equipment is included. The equipment list is projected, as pricing may have changed prior to the time of purchase. Purchases are subject to approval by the commission and may change if technology dictates better options. A five-year capital plan that staff has developed in strategic planning is included. The LMCC paid off the building in 2012 so there are no longer monthly payments on a contract for deed.

### **Other Projected Expenditures**

Projected expenditures include funds allocated for franchise renewal expense and a franchise fee audit.

Submitted by:  
Sally Koenecke  
LMCC Executive Director

**Lake Minnetonka Communications Commissions  
2013 Proposed Budget**

	Franchise Administration	Studio Capital	Total All Funds
<b><u>Revenues</u></b>			
Franchise Fees	179,673	306,587	485,311
PEG Fees		139,262	139,262
Mound Usage Fees		67,840	67,840
Studio Rental Dub Fees		2,000	2,000
Interest		1,500	1,500
Insurance Refund		500	500
<b>Projected Total Revenue</b>	<u>179,673</u>	<u>517,689</u>	<u>696,413</u>

<b><u>Expenses</u></b>			
Projected Fr. Exp./Stu. Salaries	172,919	321,705	494,624
Projected Total Studio Capital Expenses		104,993	104,993
Principal Mortgage Payments			0
Communications Education and Assessment			10,000
Franchise Renewal Consulting			20,000
Franchise Fee Audit			<u>7,000</u>
			636,617
<b><u>Capital Equipment Budget</u></b>			
Proposed 2012 Capital Equipment Proposal			<u>59,559</u>
<b>Projected Total Expenses</b>			<u>696,176</u>

**Fund Balance**

Projected 2013 Beginning Fund Balance	325,053
Projected 2013 Revenues	<u>696,413</u>
Total Fund Balance and 2013 Revenues	1,021,466
Projected Total Expenses	<u>696,176</u>
Projected Fund Balance Before 10% Contingency	325,290
10% Contingency	<u>69,617</u>
Projected 2013 Fund Balance After Contingency	255,673

**Lake Minnetonka Communications Commission  
2013 Proposed Budget**

Franchise Expenses

	2011 Adopted	2011 Actual	2012 Proposed	2012 6 Mo. Proj	2012 Projected	2013 Proposed
<u>Personal Services</u>						
101 Salaried Full-time	47,824	48,221	49,019	24,509	49,019	50,224
103 Salaried Part-time	33,000	23,725	33,825	11,324	23,372	33,825
121 Pera Cont.	5,819	6,225	6,012	3,700	7,400	6,393
122 FICA Cont.	6,415	7,327	6,970	5,500	7,500	7,500
131 Health Insurance	11,500	15,557	15,500	8,500	15,500	15,700
151 Workers Comp. Insurance	715	2,831	775	1684	1684	1684
<b>Total Personal Services</b>	<b>105,273</b>	<b>103,886</b>	<b>112,101</b>	<b>55,217</b>	<b>104,475</b>	<b>115,326</b>
<u>Supplies</u>						
200 Office Supplies	1,300	1,351	1,500	750	1,500	1,500
210 Special Events/Meetings	525	516	525	263	525	525
220 Repair & Maint. Supplies	200	989	200	100	200	300
225 Studio Expendables	0	0	0	0	0	0
<b>Total Supplies</b>	<b>2,025</b>	<b>2,856</b>	<b>2,225</b>	<b>1,113</b>	<b>2,225</b>	<b>2,325</b>
<u>Professional Services</u>						
301 Accounting/Audit Fees	6,450	7,843	7,000	4,000	7,000	7,000
302 Access Contractors	0	0	0	0	0	0
304 Legal Fees	10,000	5,538	10,000	4,478	9,000	10,000
314 Payroll Services	800	540	800	360	750	800
318 Janitorial Services	1,200	828	1,200	628	1,200	1,200
319 Security Services	470	403	470	200	470	470
325 Computer/Consulting	1,250	1,047	1,250	340	1,250	1,250
326 Training	400	675	400	200	400	400
<b>Total Professional Services</b>	<b>20,570</b>	<b>16,874</b>	<b>21,120</b>	<b>10,206</b>	<b>20,070</b>	<b>21,120</b>
<u>Other Services and Charges</u>						
309 Copier Expense	3,250	3,025	3,300	1,632	3,300	1,848
321 Telephone/Communications	1,100	1,152	1,100	550	1,100	1,100
322 Postage	1,300	987	1,300	360	1,100	1,300
331 Travel School & Conference	9,000	11,213	8,500	2,570	8,500	7,500
332 Mileage	680	73	680	342	680	500
350 Printing and Publishing	1,500	795	1,500	228	1,400	1,500
360 Insurance	2,200	1,970	2,000	500	2,000	2,200
380 Utilities	4,700	3,321	4,700	2,350	4,700	3,700
384 Refuse & Recycling Collection	500	624	500	250	500	500
395 Bank Finance fee	20	57	20	20	20	50
401 Contracted Building Repair	2,000	1,612	2,000	409	1,500	2,000
404 Maint. Repair Equip.	250	2,775	400	1,200	2,000	2,000
413 Equipment Rental	200	335	200	150	300	300
433 Dues & Subscriptions	2,000	1,810	2,000	1,098	1,500	2,000
438 Property Taxes	0	0	0	0	0	0
439 Contingency	3,000	601	3,000	1,700	3,000	3,000
440 Advertising	300	0	400	0	400	400
441 Van Operation	0	0	0	0	0	0
442 Webstreaming/Broadband	0	0	0	0	0	0
443 Licenses	100	221	250	0	100	250
<b>Total Other Charges</b>	<b>32,100</b>	<b>30,571</b>	<b>31,850</b>	<b>13,359</b>	<b>32,100</b>	<b>30,148</b>
<u>Interest / Capital</u>						
411 mortgage interest	0	0	3,050	0	1,500	0
412 mortgage interest	3,050	2,172	0	0	0	0
599 Building Improvements	5,000	6,145	5,000	2,500	5,000	4,000
<b>Total Interest / Capital</b>	<b>8,050</b>	<b>8,317</b>	<b>8,050</b>	<b>2,500</b>	<b>6,500</b>	<b>4,000</b>
<b>Total Expenditures</b>	<b>168,018</b>	<b>162,504<sub>2</sub></b>	<b>175,346</b>	<b>82,395</b>	<b>165,370</b>	<b>172,919</b>

**Lake Minnetonka Communications Commission  
2013 Proposed Budget**

Access Studio Operating

	2011 Adopted	2011 Actual	2012 Proposed	2012 6 Mo. Proj.	2012 Projected	2013 Proposed
<u>Personal Services</u>						
101 Salaried Full-time	201,700	191,499	206,742	88,392	206,742	211,910
103 Hourly Part-time	13,612	27,789	42,904	16,248	38,000	43,976
121 Pera Cont.	14,500	14,524	14,860	8,858	17,716	17,981
122 FICA Cont.	16,500	15,698	16,900	11,886	15,023	19,158
131 Health Insurance	25,417	26,490	27,000	14,504	27,000	26,490
151 Workers Comp. Insur	920	3,680	1,000	2190	2190	2190
Total Personal Servic	272,649	279,680	309,406	142,078	306,671	321,705
<u>Access Studio Capital</u>						
<u>Supplies</u>						
200 Office Supplies	1,200	1,351	1,500	960	1,500	1,500
210 Special Events/Meetin	1,200	1,205	1,200	810	1,200	1,200
220 Repair & Maint. Supp	400	989	400	0	400	600
225 Studio Expendables	3,000	2,768	2,750	1,000	2,750	3,000
Total Supplies	5,800	6,313	5,850	2,770	5,850	6,300
<u>Professional Services</u>						
301 Acct. Fees	6,450	7,843	7,000	2,000	7,000	7,000
302 Access Contractors	26,000	25,185	26,000	9,782	26,000	26,000
304 Legal Fees	3,000	2,492	3,000	1764	3,000	3,000
314 Payroll Services	1,900	1,259	1,500	842	1,500	1,600
318 Janitorial Services	2,575	1,931	2,575	1,466	2,700	2,575
319 Security Services	470	403	470	200	470	470
325 Computer/Consulting	3,000	2,444	4,000	798	3,000	3,000
326 Training	600	675	600	1000	1500	800
Total Professional Ser	43,995	42,232	45,145	17,852	45,170	44,445
<u>Other Services and Charges</u>						
309 Copier Expense	3,250	3,026	3,250	1,584	3,250	1,848
321 Telephone/Communi	2,550	2,688	2,550	1,290	2,550	2,700
322 Postage	1,350	987	1,250	360	1,250	1,350
331 Travel School & Con	4,770	1,977	4,770	1,500	4,770	4,500
332 Mileage	1,000	439	1,100	300	1,000	900
350 Printing and Publishi	1,800	795	1,600	350	1,600	1,200
360 Insurance	4,500	4,597	4,500	4,500	4,500	4,700
380 Utilities	10,500	7,750	1,000	3,779	8,000	8,500
384 Refuse & Recycling C	550	624	575	253	575	600
395 Bank Finance Fee	0	0	0	0	0	0
401 Contracted Building I	1,500	1,612	1,750	266	1,750	1,800
404 Maint. Repair Equip.	2,000	2,818	2,000	1,214	2,000	3,000
413 Equipment Rental	300	335	100	0	100	300
433 Dues & Subscriptions	2,250	1,810	2,100	1,434	1,500	2,000
438 Property Taxes	0	0	0	0	0	0
439 Contingency	1,300	601	2,000	300	2,000	2,000
440 Advertising	1,000	2,360	3,000	696	1,500	1,500
441 Van Operation	2,000	505	2,000	892	2,000	1,000
442 Webstreaming/Broadl	11,000	6,862	8,000	5,318	10,700	11,000
443 Licenses	350	663	700	100	400	350
Total Other Charges	51,970	40,449	42,245	24,136	49,445	49,248
<u>Interest/ Capital</u>						
411 Mortgage Interest	0	6,515	9,500	2,656	7,500	0
412 Mortgage Interest Ex	9,020	0	0	0	0	0
599 Building Improvemer	5,000	6,145	10,000	2,500	7,000	5,000
Total Interest / Capita	14,020	12,660	19,500	5,156	14,500	5,000
<b>Total Expenditures</b>	<b>388,434</b>	<b>381,334</b>	<b>422,146</b>	<b>191,992</b>	<b>421,636</b>	<b>426,698</b>

2013 Capital Budget

Qty:	Description:	Mfg.:	Part #:	Cost Each:	Tax Each:	x Qty	Total:
<b>Government Meeting Needs:</b>							
6	Flash Drive Cameras	Panasonic	AG-HMC80PJ	\$2,055.00	\$154.13	6	\$13,254.78
24	32 Gig Class 10 Pro Flash Cards	Microcenter	18267	\$30.00	\$2.25	24	\$774.00
1	High Speed Card Reader	IO Gear	239509	\$34.99	\$2.62	1	\$37.61
14	LCD Monitors w/HDMI Input	RCA	10LA30RQ	\$149.99	\$11.25	14	\$2,257.36
16	DVD/Hard Drive Recorder	Magnavox	MDR513H/F7	\$250.00	\$18.75	16	\$4,300.00
6	Flash Drive Camera Cases	Panasonic	CTC-3Pan	\$405.00	\$30.38	6	\$2,612.28
16	Misc. Cables	NA	NA	\$150.00	\$11.25	16	\$2,580.00
1	i-Mac for Edit Station	Apple	ZOJP	\$2,999.00	\$224.93	1	\$3,223.93
1	Final Cut Software	Apple	FC7	\$1,000.00	\$75.00	1	\$1,075.00
<b>Subtotal Gov. Meetings</b>							<b>\$30,114.96</b>
<b>ENG Kit Update:</b>							
1	All in 1 ENG Kit w/Work Surface	Broadcast PIX	Slate 1000GA	\$18,400.00	\$1,380.00	1	\$19,780.00
1	Multi Viewer Monitor	TBD	NA	\$1,000.00	\$75.00	1	\$1,075.00
1	4 Person Intercom System	Eartec	TCS4000	\$1,100.00	\$82.50	1	\$1,182.50
<b>Subtotal ENG Kit Update:</b>							<b>\$22,037.50</b>
<b>Studio Needs:</b>							
2	Camera Mount Wireless Mics	Sennheiser	EW112-PG3	\$ 944.72	\$70.86	2	\$2,031.16
2	8 Channel Audio Mixers	Shure	SCM810	\$ 1,575.00	\$ 118.13	2	\$ 3,386.28
1	Dual Channel pre Amp	True Systems	P2A	\$ 1,500.00	\$ 112.50	1	\$ 1,612.50
1	Spot/Flood Light	Source 4	750	\$ 350.00	\$ 26.25	1	\$ 376.25
<b>Subtotal Audio Needs:</b>							<b>\$7,406.17</b>
<b>Total 2013 Capital Budget:</b>							<b>\$59,558.63</b>

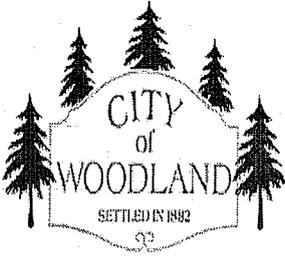
2013 Capital Equipment 5 Year Plan

Year 1:							
Qty:	Description:	Mfg.:	Part #:	Cost Each:	Tax Each:	x Qty	Total:
6	Flash Drive Cameras	Panasonic	AG-HMC80PJ	\$ 2,055.00	\$ 154.13	6	\$ 13,254.78
24	32 Gig Class 10 Pro Flash Cards	Microcenter	18267	\$ 30.00	\$ 2.25	24	\$ 774.00
1	High Speed Card Reader	IO Gear	239509	\$ 34.99	\$ 2.62	1	\$ 37.61
14	LCD Monitors w/HDMI Input	RCA	10LA30RQ	\$ 149.99	\$ 11.25	14	\$ 2,257.36
16	DVD/Hard Drive Recorder	Magnavox	MDR513H/F7	\$ 250.00	\$ 18.75	16	\$ 4,300.00
6	Flash Drive Camera Cases	Panasonic	CTC-3Pan	\$ 405.00	\$ 30.38	6	\$ 2,612.28
16	Misc. Cables	NA	NA	\$ 150.00	\$ 11.25	16	\$ 2,580.00
1	I-Mac for Edit Station	Apple	ZOJP	\$ 2,999.00	\$ 224.93	1	\$ 3,223.93
1	Final Cut Software	Apple	FC7	\$ 1,000.00	\$ 75.00	1	\$ 1,075.00
1	All in 1 ENG Kit w/Work Surface	Broadcast PIX	Slate 1000GA	\$ 18,400.00	\$ 1,380.00	1	\$ 19,780.00
1	Multi Viewer Monitor	TBD	NA	\$ 1,000.00	\$ 75.00	1	\$ 1,075.00
1	4 Person Intercom System	Earlec	TCS4000	\$ 1,100.00	\$ 82.50	1	\$ 1,182.50
2	Camera Mount Wireless Mics	Sennhelser	EW112-PG3	\$ 944.72	\$ 70.86	2	\$ 2,031.16
1	Dual Channel Pre Amp	True Systems	P2A	\$ 1,500.00	\$ 112.50	1	\$ 1,612.50
2	8 Channel Audio Mixers	Shure	SCM810	\$ 1,575.00	\$ 118.13	2	\$ 3,386.26
1	Stage Flood/Spot Light	Source 4	750	\$ 350.00	\$ 26.25	1	\$ 376.25
							<b>\$ 59,558.63</b>
<b>Year 2: Note: Includes the LMCC and LMCD(Wayzata)</b>							
Qty:	Description:	Mfg.:	Part #:	Cost:	Tax:	x Qty	Total:
17	Live Streaming Encoder	Granicus	MBX	\$ 6,000.00	\$ 450.00	17	\$ 109,650.00
17	Cables/Connectors for Streaming	TBD	NA	\$ 200.00	\$ 15.00	17	\$ 3,655.00
17	Eithernet Switches	Netgear	GS605	\$ 49.99	\$ 3.75	17	\$ 913.58
	<b>Note:Host service is free with Granicus</b>						<b>\$ 114,218.58</b>
<b>Year 3:</b>							
Qty:	Description:	Mfg.:	Part #:	Cost:	Tax:	x Qty	Total:
1	Remote Control Wall Camera	Sony	BRC-300	\$ 4,695.00	\$ 312.22	1	\$ 5,007.22
4	DV/HD Camera w/Canon Lense	JVC	GY-HM790U	\$ 9,995.00	\$ 749.63	4	\$ 42,978.52

2013 Capital Equipment 5 Year Plan

4	Tripod Adapter Kit	JVC	KA-551U	\$ 345.00	\$ 25.88	4	\$ 1,483.52
4	Servo Zoom Control	JVC	HZ-ZS13U	\$ 856.00	\$ 64.20	4	\$ 3,680.80
4	Manual Focus Control	JVC	HZ-FM15U	\$ 782.00	\$ 58.65	4	\$ 3,362.60
4	8.4" HD/SD Viewfinder	JVC	VF-HP790G	\$ 4,195.00	\$ 314.63	4	\$ 18,038.52
4	View Finder Mounting Bracket	JVC	SA-K790	\$ 395.00	\$ 29.63	4	\$ 1,968.52
4	Multicore Studio Module	JVC	KA-M790G	\$ 2,620.00	\$ 196.50	4	\$ 11,266.00
4	Digital Camera Control Unit	JVC	RM-HP790DU	\$ 4,720.00	\$ 354.00	4	\$ 20,296.00
4	50m Camera Cables for SD/HD	JVC	VC-HP113U	\$ 2,195.00	\$ 164.63	4	\$ 9,438.52
							<b>\$ 117,520.22</b>
Year 4:							
Qty:	Description:	Mfg.:	Part #:	Cost:	Tax:		Total:
1	Production Truck(Used)	Any	NA	\$ 90,000.00	\$ 6,750.00	1	\$ 96,750.00
							<b>\$ 96,750.00</b>
Year 5:							
Qty:	Description:	Mfg.:	Part #:	Cost:	Tax:		Total:
1	Common Computer/Server	Dell	1U Rack Mnt (2tb)	\$ 2,700.00			\$ 2,700.00
3	Computer Workstations	Dell	Mini Tower / DT (800Gb)	\$ 3,750.00	\$ 281.25		\$ 4,031.25
3	Laptop Computers	Dell	XPS (500Gb)	\$ 3,750.00	\$ 281.25		\$ 4,031.25
1	Installation	NA	32hr @ \$100	\$ 3,200.00			\$ 3,200.00
4	Camcorders for Prod. Staff Use	Canon	XL-2E	\$ 15,000.00	\$ 1,125.00		\$ 16,125.00
4	Tri Pod Kits	Bogen	503HDV	\$ 2,580.00	\$ 193.50		\$ 2,773.50
2	Final Cut Edit Station	Apple	NA	\$ 25,000.00	\$ 1,875.00	2	\$ 53,750.00
1	24 Channel Audio Board/Studio						\$ 86,611.00

## WOODLAND CITY COUNCIL



MEETING DATE: September 10, 2012  
FROM: Shelley Souers, City Clerk  
SUBJECT: 2013 Proposed Budget and Property Tax Levy

- Resolution No. 18-2012
- Resolution No. 19-2012

### SUMMARY

The General Fund is the general operating fund of the City. It is used to account for all financial resources except the Enterprise Funds (Water & Sewer).

The City Council oversees the policies and procedures of Woodland and is charged with approving a City budget to ensure current operating needs and ongoing maintenance are met while maintaining core services at a level consistent with Woodland's goals and policies.

The proposed 2013 General Fund expenditures are estimated to be \$332,653, an increase of \$2,193 from \$330,460 budgeted in 2012. The City expects a modest increase in contracted services, which include police, fire, clerical, assessing, snow plowing and audit services. The City has a street improvement plan designed to manage the streets in a cost-effective manner over the long term. The City will need to fund major road improvements at the intersection of County Road 101 and Breezy Point Road to tie in access to the future roundabout that will be installed by Hennepin County. The Council agreed to allocate \$40,000 to build up the Road Improvement Fund for this future road access improvement. As a result, the overall expenditures increased less than 1% from 2012.

### Tax Levy

The City has very limited sources of revenue, leaving the majority of the funds necessary to balance the budget to be provided by property taxes (tax levy). The tax levy will provide approximately 95% of the revenue necessary to operate the City. The total tax levy required to fund the 2013 budget is \$317,478. This is an increase of \$7,254 (2.3%) over the 2012 levy.

**Tax Capacity Rate and Property Tax Impact on Property Owners**

The amount of tax that an individual property pays is calculated by multiplying the property's taxable value by the City's tax capacity rate. The tax capacity rate is also a calculated number that is determined by dividing the City's tax levy by the total taxable market value of all properties in the City.

**Enterprise Funds**

Enterprise funds are designed to be self-supporting funds. Rate increases are approved annually as part of the fee schedule, or as needed, by the Council. The rate increases are based on the recommendations of the utility rate study that was completed in 2010. These funds are not dependant on the property tax levy and do not receive property tax revenue.

**ADOPTION OF PRELIMINARY BUDGET & TAX LEVY**

The City is required to adopt a proposed budget and tax levy, so that the levy can be certified to the County by September 15. After adoption of the proposed levy, the levy cannot be increased. The levy can be reduced prior to adoption of the final budget and levy in December.

**HISTORY OF TAX LEVY FROM YEAR TO YEAR**

<b>YEAR</b>	<b>LEVY</b>
2002	175,000
2003	195,000
2004	196,701
2005	208,748
2006	219,000
*2007	234,774
2008	264,451
2009	288,799
2010	299,975
2011	300,682
2012	310,224
2013	317,478

\* established a Road Improvement Fund for future street repairs and major road improvements

**RECOMMENDED ACTION**

- 1) Motion to adopt Resolution No. 18-2012; approving the proposed 2013 General Fund Budget
- 2) Motion to adopt Resolution No. 19-2012; approving the proposed Tax Levy to fund the 2013 budget.

**What is a tax levy?**

Each year the local governments go through a budget process to determine what services they will provide, how much they will cost and where they will get the money. After taking into account other sources of revenue, (state and county aid, permit fees, etc.) the balance is levied on taxable properties. The tax rate for each taxing district is determined by the county auditor by dividing this levy by the taxable value of the property in the district.

Individual property owner's share of the levy is based on the value of their property relative to the value of all other property

The actual value of your property is determined by the assessor. This reflects the estimated fair market value of the property as of January 2 of the year before taxes are due.

**CITY OF WOODLAND**

**RESOLUTION NO. 19-2012**

**RESOLUTION ADOPTING THE PROPOSED PROPERTY TAX LEVY,  
COLLECTIBLE IN 2013**

WHEREAS, The City Council has given approval of the General Fund operating budget for 2013. The proposed budget requires monies to be raised from property taxes.

BE IT RESOLVED THAT the Council of the City of Woodland, County of Hennepin, Minnesota that that the following sum of money be levied for the current year, to be collectible in 2013, upon taxable property in the City of Woodland, for the following purpose:

General Fund - Operating                      \$ 317,478

**TOTAL LEVY                                      \$ 317,478**

BE IT FURTHER RESOLVED, that the proposed property tax levy be certified to the County Auditor of Hennepin County on or before September 15, 2012.

Adopted this 10 day of September, 2012 by the City Council of the City of Woodland upon a vote of \_\_\_ ayes and \_\_\_ nays.

ATTEST:

\_\_\_\_\_  
James S. Doak, Mayor

\_\_\_\_\_  
Shelley Souers, City Clerk

A G H I J L M N  
REVENUES

	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 YTD	2012 Projection	2013 Budget
Taxes							
Current Ad Valorem	287,839	294,507	290,577	310,224	159,051	300,000	317,478
Delinquent Ad Valorem	3,242	11,709	4,995	0	3,282	3,200	-
Penalties	0	0	0	0	-	-	-
<b>Total Taxes</b>	<b>291,081</b>	<b>306,216</b>	<b>295,572</b>	<b>310,224</b>	<b>162,333</b>	<b>303,200</b>	<b>317,478</b>
Licenses and Permits							
Professional License	600	275	600	500	550	500	500
Building Permit Fees	8,001	12,231	19,919	8,000	2,121	7,000	8000
Animal License	600	25	100	75	50	50	75
Parking Permits	360	300	325	300	150	250	300
Other Permits/Misc.	1,178	830	45	200	295	295	150
<b>Total Licenses and Permits</b>	<b>10,739</b>	<b>13,661</b>	<b>20,989</b>	<b>9,075</b>	<b>3,165</b>	<b>8,095</b>	<b>9025</b>
Intergovernmental Aid							
Gov. Aid - LGA	0	0	0	0	-	-	0
Hennepin County Road Aid	0	0	0	2,661	-	3,748	0
Recycling Grant	1578	1618	1602	1,500	1,580	1,580	1500
<b>Total Intergovernmental Aid</b>	<b>1,578</b>	<b>1,618</b>	<b>1,602</b>	<b>4,161</b>	<b>1,580</b>	<b>5,328</b>	<b>1500</b>
Charges for Service							
Zoning & Subdivision	1,625	500	450	500	450	450	250
False Alarm Fees	1,750	2,250	1,250	1,500	1,050	1,500	1200
<b>Total Charges for Service</b>	<b>3,375</b>	<b>2,750</b>	<b>1,700</b>	<b>2,000</b>	<b>1,500</b>	<b>1,950</b>	<b>1450</b>

317,478 new levy

310,224 old levy

7,254 difference divided by old levy x100

2.33831 % Increase in Levy

93.88% 2012 95% 2013

15,175 2013 Rev

20,236 2012 Rev

(5,061) difference Revenue down from 2012

Revenue - not including Tax levy

**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	3,220	3,220	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	251	200	200	
Other Income 101-36220	1,842	2,031	4,491	1,000	520	700	500	
<b>Total Misc. Income</b>	<b>2,906</b>	<b>2,283</b>	<b>7,024</b>	<b>2,000</b>	<b>771</b>	<b>900</b>	<b>700</b>	
	2009	2010	2011	2012	2012	2012	2013	
	Actual	Actual	Actual	Budget	YTD	Projection	Budget	
<b>Total Revenues</b>	<b>311,169</b>	<b>334,554</b>	<b>330,000</b>	<b>330,460</b>	<b>172,569</b>	<b>322,693</b>	<b>332,653</b>	

332,653    2013    total  
 330,460    2012    total  
 2,193    difference  
 difference divided by old Total x100  
 0.66% Increase in Budget  
 2013 budget increases less than 1% over 2012

**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 (annual)
FICA Contributions	15	15	15	15	0	15	15	
Medicare Contributions	4	4	4	5	0	5	5	
Training/Conferences/mtns	285	70	87	200	54	50	200	Training for Council - LMC conf.
Council/Contingency/Dues	49	15	285	200	0	75	100	
<b>Total</b>	<b>593</b>	<b>344</b>	<b>631</b>	<b>660</b>	<b>54</b>	<b>385</b>	<b>560</b>	luncheons/ meetings

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	169	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./HAVA machines (ADA)
Postage	87	0	9	50	0	50	25	absentee voting via mail
Meals	0	186	0	200	28	200	0	total 16 Judges Training & Election Day
Polling Place Rental	0	200	0	200	100	200	0	Polling location
Election/Contingency	0	29	0	0	0	0	0	Misc. election
<b>Total</b>	<b>248</b>	<b>2,400</b>	<b>392</b>	<b>2,850</b>	<b>598</b>	<b>2,826</b>	<b>400</b>	

**EXPENDITURES**

General	2009	2010	2011	2012	2012	2012	2013	
	Actual	Actual	Actual	Budget	YTD	Projection	Budget	
Forms/newsletters	592	680	625	600	426	600	650	newsletter /fax notices/nrst apps
Office/operational Supplies	387	91	218	300	457	450	450	letter/head/envel/ropt books/bank checks/ prkg cards
Zoning Coordinator	2,409	1,653	1,848	2,600	661	1,500	1,800	Zoning review -hourly
Other Professional Services	119	119	119	125	177	177	150	Website / Misc. Svc.
Clerical Services	36,892	36,892	45,280	45,655	30,437	45,655	48,257	Clerk/Treasurer- office space, equip, copies, ph
Postage	308	407	327	500	210	500	500	
Publish/Legal Notices	1,290	1,437	901	1,500	553	1,300	1,500	Ordinances, municipal requirements
Training/Misc. contingency	22	0	52	75	14	65	60	LMC training courses /mileage/ meetings clerk/staff
Assessor Contract	8,501	8,739	8,725	8,850	5,898	8,850	9,019	2 yr agreement (2% increase)
Legal Services/General	9,925	5,998	1,202	8,000	206	1,500	6,000	Review Zoning Amendments
Legal Services/Prosecution	3,593	916	1,252	2,000	1,071	2,000	2,500	monthly agreement
Audit	9,813	13,607	10,410	10,723	10,723	10,723	11,000	
<b>Total</b>	<b>73,259</b>	<b>69,859</b>	<b>70,334</b>	<b>80,328</b>	<b>50,834</b>	<b>72,720</b>	<b>81,886</b>	

**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	68,153	102,233	104,278	
Fire Protection	38,069	23,508	23,166	24,063	20,389	20,389	20,429	Contract with Wayzata
Prof Svc. Fire Marshall	0	0	0	0	0	0	0	
Engineering Fees	13,325	9,617	7,028	10,000	1,500	2,800	5,000	update Septic Ordinance & engineering (M/S4 mapping)
<b>Total</b>	<b>149,764</b>	<b>131,495</b>	<b>131,515</b>	<b>136,296</b>	<b>90,042</b>	<b>125,422</b>	<b>129,707</b>	

Public Works	2009	2010	2011	2012	2012	2012	2013	
	Actual	Actual	Actual	Budget	YTD	Projection	Budget	
Street Improvement Project <i>Transfer to Rd Fund</i>	50,000	40,000	30,000	30,000	30,000	30,000	40,000	Major Rd Projects (sealcoat, overlay, striping) Includes soft costs (engineer) - Transfer - end of year (JE)
Hennepin Co. Road Aid <i>Transfer to Rd Fund</i>	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	942	1,200	1,200	new signs / labor (new signs & labor)
Sweeping & minor road repairs (pothole patching)	1,076	6,002	7,626	6,000	5,216	5,600	7,500	minor Rd mtnc/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	5,120	5,500	8,000	mowing June/Sept - Trim trees/brush
Septic Review & new septic inspections	4,283	5,382	4,097	5,200	5,111	4,800	4,800	Annual Reviews \$65/HH + mileage + MetroWest Insp. new system
<b>Total</b>	<b>84,984</b>	<b>92,075</b>	<b>82,993</b>	<b>88,761</b>	<b>61,375</b>	<b>84,761</b>	<b>98,700</b>	

**EXPENDITURES**

Misc. Expenses	2009	2010	2011	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	6,252	9,380	9,700	contract 3 yrs 2012-2013-2014
Insurance	2,805	2,739	3,090	3,200	2,805	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)
<b>Total</b>	<b>19,113</b>	<b>21,030</b>	<b>19,932</b>	<b>20,965</b>	<b>13,888</b>	<b>20,050</b>	<b>21,400</b>	
	2009	2010	2011	2012	2012	2012	2013	
<b>Total General</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>YTD</b>	<b>Projection</b>	<b>Budget</b>	
<b>Fund Expenditures</b>	<b>327,961</b>	<b>317,203</b>	<b>305,797</b>	<b>329,860</b>	<b>216,790</b>	<b>306,164</b>	<b>332,653</b>	
	2009	2010	2011	2012	2012	2012	2013	
	Actual	Actual	Actual	Budget	YTD	Projection	Budget	
Revenue	311,169	334,554	330,000	330,460	172,569	322,693	332,653	
Expenditures	327,961	317,203	305,797	329,860	216,790	306,164	332,653	
Fund Balance (Rev-Exp)	(16,792)	17,351	24,203	600	(44,221)	16,529	0	
Beginning General Fund Cash Balance (Jan. 1)	228,624	211,236	227,906	248,805	248,805	248,805	265,334	
Ending General Fund Cash Balance (Dec. 31)	211,236	227,906	248,805	265,334	204,584	265,334		
Ending - Road Improvement Fund Cash Balance	28,541	36,748	39,968	8,118	17,728	8,118		
Ending - combined Funds Balance (General & Road)	239,777	264,654	288,773	273,452	222,312	273,452		
% of combined fund balances (Gen. & Rd. Imp.) to next years Expenditures	76.23%	84.31%	87.39%	82.20%	66.83%	82.20%		

332,653

329,860

2,793

1%

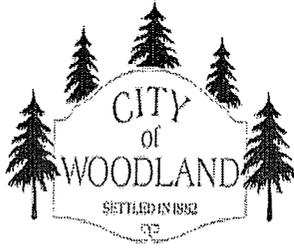
**STREET IMPROVEMENT FUND**

REVENUES	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 YTD	2012 Projection	2013 Budget	Comments
Street Improvement	40,000	50,000	40,000	30,000	30,000	30,000	30,000	40,000	Build fund for 2015 major improvements County Rd 101 access
INTERFUND TRANSFER									
Interest Income	300	165	32	28	30	0	0	30	
State/CountyAid	0	4229	0		2661	2661	3748	0	County Aid transferred from General Fund Revenue (accrued amt. 3yrs. \$ 3748)
INTERFUND TRANSFER									
<b>Total Revenue</b>	<b>40,300</b>	<b>54,394</b>	<b>40,032</b>	<b>30,028</b>	<b>32,691</b>	<b>32,661</b>	<b>33,748</b>	<b>40,030</b>	

EXPENSES	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 YTD	2012 Projection	2013 Budget	
Prof. Services /Engineering	0	4,179	1,725	10,745	6,000	13,495	14,000	8,000	estimate soft costs - inspections are additional (hrly charge)
Street Improvement Project	0	65,853	31,825	10,159	30,000	41,407	48,289	20,000	(sealcoat, overlay, striping)
<b>Total Expenses</b>	<b>0</b>	<b>65,853</b>	<b>31,825</b>	<b>20,904</b>	<b>36,000</b>	<b>54,901</b>	<b>62,289</b>	<b>28,000</b>	

Fund Balance	Actual	Actual	Actual	Actual	2012 Budget	2012 YTD	2012 Projection	2013 Budget	
Revenue	0	54,394	40,032	30,028	32,691	32,661	33,748	40,030	
Expenditures	0	65,853	31,825	20,904	36,000	54,901	62,289	28,000	
Fund Balance (Rev-Exp)	-	(11,459)	8,207	9,124	(3,309)	(22,240)	(28,541)	12,030	
Cash Balance, Beginning	0	40,000	28,541	30,844	39,968	39,968	36,659	8,118	
Cash Balance, Ending	40,000	28,541	30,844	39,968	36,659	17,728	8,118	20,148	

## WOODLAND CITY COUNCIL



MEETING DATE: September 10, 2012  
FROM: Shelley Souers, City Clerk  
SUBJECT: Resolution No. 20-2012; Approval of the County State Aid Highway (CSAH) 101 Preliminary Layout No. 6

### **OVERVIEW**

Hennepin County has prepared a layout plan of improvements proposed for County Road 101 from Highway 12 to Minnetonka Blvd.

The improvements include a three-lane undivided road from Minnetonka Boulevard to Gray's Bay Boulevard. A two-lane undivided road will run from the north side of Gray's Bay Bridge to the intersection of Highway 12. An 8-foot multi use trail is proposed along the east side of CSAH 101 running along the entire proposed section. A 6-foot sidewalk is proposed along the west side of CSAH 101 from the roundabout at Breezy Point Road to Minnetonka Boulevard. A roundabout is proposed at the Breezy Point Road access.

Hennepin County held a public information meeting on Thursday, July 19 in Minnetonka. All Woodland residents were provided written notice of the public meeting and an opportunity to review the layout plans.

Hennepin County Engineers Nick Peterson and Craig Twinem and URS Engineer Greg Brown attended the August 13 Woodland Council meeting to present a project summary and a timeline of the proposed improvements.

Hennepin County has requested Woodland adopt a resolution approving the improvements proposed for County State Aid Highway 101 (Preliminary Layout No. 6) between Minnetonka Boulevard and Highway 12. Following approval of the preliminary layout, the design will be developed in greater detail.

Council approval will authorize the County to initiate the right-of-way acquisition process.

### **RECOMMENDED COUNCIL ACTION:**

- Motion to adopt Resolution No. 20-2012, approving the CASH 101 project concept layout.

**CITY OF WOODLAND  
HENNEPIN COUNTY, MINNESOTA**

**RESOLUTION NO. 20-2012**

**APPROVAL OF COUNTY STATE AID HIGHWAY (CSAH) 101  
PRELIMINARY LAYOUT NO. 6  
HENNEPIN COUNTY PROJECT NO. 9931**

**WHEREAS**, Preliminary Layout No. 6 (dated June 13, 2012) for Hennepin County Project No. 9931, showing the proposed improvements of County State Aid Highway 101 within the limits of the City, has been prepared and presented to the City.

**NOW THEREFORE BE IT RESOLVED** by the City Council of Woodland, Minnesota:

1. That Preliminary Layout No. 6, Hennepin County Project No. 9931, for the reconstruction of County State Aid Highway (CSAH) No. 101 from north of County State Aid Highway (CSAH) No. 5 (Minnetonka Boulevard) to US highway 12 is hereby approved within its corporate limits, subject to the exceptions noted in 4. and 5. and 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 during excavation.
2. That the City supports the three-lane undivided road from Minnetonka Boulevard to Gray's Bay Boulevard and a two-lane undivided road from the north side of Gray's Bay Bridge to the intersection of Highway 12.
3. That the City supports an 8-foot, multi use trail along the east side of CSAH 101 running along the entire proposed section.
4. That the City does not desire or support a 6-foot sidewalk along the west side of CSAH 101 abutting Woodland.
5. That the City does not desire to bury overhead power lines along the CSAH 101 corridor abutting Woodland and does not have municipal funds to support this design feature.
6. That Hennepin County is hereby authorized by the City to acquire all rights of way permits, and/or easements required for said improvements in accordance with Layout No. 6.
7. That the City agrees to ban the parking of motor vehicles at all times and to provide enforcement for the prohibition of on street parking on those portions of said Project No. 9931 within its corporate limits.

**CITY OF WOODLAND TREASURERS REPORT**

**AUGUST 2012**

<b>FUND</b>		<b>ASSETS</b>		<b>LIABILITIES</b>	
				<b>TOTAL FUND BALANCE</b>	
101	GENERAL	\$	207,104.21	\$	2,500.00
401	STREET IMPROVEMENT	\$	17,727.43	\$	-
601	WATER	\$	181,135.78	\$	92,202.00
602	SEWER	\$	662,209.07	\$	251,553.64
		\$	<b>1,068,176.49</b>	\$	<b>346,255.64</b>
<b>EXCESS FUNDS</b>				\$	721,920.85
<b>BALANCE</b>				\$	<b>1,068,176.49</b>
		<b>CHECKING ACCOUNT</b>		<b>FUND ACCOUNT</b>	
BEGINNING BALANCE		\$	9,845.35	\$	410,325.73
TOTAL DEPOSITS		\$	12,340.31	\$	-
COURT FINES		\$	-		
INTEREST		\$	0.42	\$	-
ACH UTILITY PMTS RECEIVED		\$	3,177.16		
HENNEPIN CNTY SETTLEMENT		\$	-		
TRNFR - FUND TO CKG		\$	91,277.17	\$	(91,277.17)
TRNFR -CKG TO FUND		\$	(15,385.14)	\$	15,385.14
TOTAL CHECKS		\$	(92,402.10)	\$	-
ACH UTILITY BILL SVC FEE		\$	-		
VANCO ACH SVC FEE		\$	(2.75)		
ENDING BALANCE		\$	<b>8,850.42</b>	\$	<b>334,433.70</b>
<b>GENERAL FUND CASH</b>		\$	<b>207,104.00</b>		
<b>STREET IMPROVEMENT</b>		\$	<b>17,727.00</b>		
<b>WATER FUND CASH</b>		\$	<b>(14,274.00)</b>		
<b>SEWER FUND CASH</b>		\$	<b>132,776.00</b>		

CITY OF WOODLAND  
 TREASURER'S REPORT  
 FUND CASH BALANCES  
 8/31/2012

Fund	7/31/2012	Monthly	Monthly	Monthly	8/31/2012
	Cash Balance	Revenues	Expenses	* Liabilities	Cash Balance
<b>General Fund</b>	\$ 226,654.00	\$ 2,001.00	\$ 21,551.00	\$ -	\$ 207,104.00
<b>Street Improvement</b>	\$ 66,975.00	\$ -	\$ 49,248.00	\$ -	\$ 17,727.00
<b>Water</b> <b>* Water Loan - Principal</b>	\$ (19,364.00)	\$ 6,466.00	\$ 1,376.00 \$ -	\$ -	\$ (14,274.00)
<b>Sewer</b> <b>* Sewer Loan - Principal</b>	\$ 145,956.00	\$ 6,981.00	\$ 20,161.00	\$ - \$ -	\$ 132,776.00
<b>Total</b>	<b>\$ 420,221.00</b>	<b>\$ 15,448.00</b>	<b>\$ 92,336.00</b>	<b>\$ -</b>	<b>\$ 343,333.00</b>

**CITY OF WOODLAND**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 8 MONTHS ENDING AUGUST 31, 2012**

**GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>TAXES</u>					
101-31010	0.00	159,050.99	310,224.00	( 151,173.01 )	51.27
101-31020	0.00	3,281.78	0.00	3,281.78	0.00
101-31040	0.00	0.00	0.00	0.00	0.00
101-31800	0.00	0.00	0.00	0.00	0.00
101-31910	0.00	0.00	0.00	0.00	0.00
<b>TOTAL TAXES</b>	<b>0.00</b>	<b>162,332.77</b>	<b>310,224.00</b>	<b>( 147,891.23 )</b>	<b>52.33</b>
<u>LICENSES &amp; PERMITS</u>					
101-32160	50.00	550.00	500.00	50.00	110.00
101-32210	0.00	2,120.70	8,000.00	( 5,879.30 )	26.51
101-32240	0.00	50.00	75.00	( 25.00 )	66.67
101-32250	20.00	150.00	300.00	( 150.00 )	50.00
101-32260	244.25	294.75	200.00	94.75	147.38
<b>TOTAL LICENSES &amp; PERMITS</b>	<b>314.25</b>	<b>3,165.45</b>	<b>9,075.00</b>	<b>( 5,909.55 )</b>	<b>34.88</b>
<u>INTERGOVERNMENTAL AID</u>					
101-33402	0.00	0.00	0.00	0.00	0.00
101-33423	0.00	0.00	0.00	0.00	0.00
101-33610	0.00	0.00	2,661.00	( 2,661.00 )	0.00
101-33620	0.00	0.00	0.00	0.00	0.00
101-33630	1,580.00	1,580.00	1,500.00	80.00	105.33
<b>TOTAL INTERGOVERNMENTAL AID</b>	<b>1,580.00</b>	<b>1,580.00</b>	<b>4,161.00</b>	<b>( 2,581.00 )</b>	<b>37.97</b>
<u>PUBLIC CHARGES FOR SERVICE</u>					
101-34103	50.00	450.00	500.00	( 50.00 )	90.00
101-34107	0.00	0.00	0.00	0.00	0.00
101-34207	50.00	1,050.00	1,500.00	( 450.00 )	70.00
101-34960	0.00	0.00	0.00	0.00	0.00
<b>TOTAL PUBLIC CHARGES FOR SERVICE</b>	<b>100.00</b>	<b>1,500.00</b>	<b>2,000.00</b>	<b>( 500.00 )</b>	<b>75.00</b>
<u>FINES &amp; FORFEITURES</u>					
101-35101	0.00	3,220.00	3,000.00	220.00	107.33
<b>TOTAL FINES &amp; FORFEITURES</b>	<b>0.00</b>	<b>3,220.00</b>	<b>3,000.00</b>	<b>220.00</b>	<b>107.33</b>

CITY OF WOODLAND  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 8 MONTHS ENDING AUGUST 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	.42	251.06	1,000.00	( 748.94 )	25.11
101-36210 STONE ARCH DONATION	.00	.00	.00	.00	.00
101-36220 OTHER INCOME	6.00	519.89	1,000.00	( 480.11 )	51.99
<b>TOTAL SPECIAL ASSESSMENTS</b>	<b>6.42</b>	<b>770.95</b>	<b>2,000.00</b>	<b>( 1,229.05 )</b>	<b>38.55</b>
<u>OTHER FINANCING SOURCES</u>					
101-39200 INTERFUND OPERATING TRANS	.00	.00	.00	.00	.00
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>
<b>TOTAL FUND REVENUE</b>	<b>2,000.67</b>	<b>172,569.17</b>	<b>330,460.00</b>	<b>( 157,890.83 )</b>	<b>52.22</b>

**CITY OF WOODLAND**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 8 MONTHS ENDING AUGUST 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	.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
<b>TOTAL COUNCIL</b>	<b>.00</b>	<b>53.70</b>	<b>660.00</b>	<b>606.30</b>	<b>8.14</b>
<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	169.35	169.35	350.00	180.65	48.39
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	28.03	28.03	200.00	171.97	14.02
101-41200-419 POLLING PLACE RENTAL	100.00	100.00	200.00	100.00	50.00
101-41200-439 ELECTION/CONTINGENCY	.00	.00	.00	.00	.00
<b>TOTAL ELECTIONS</b>	<b>297.38</b>	<b>598.38</b>	<b>2,850.00</b>	<b>2,251.62</b>	<b>21.00</b>
<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	47.96	426.28	600.00	173.72	71.05
101-41400-219 OPERATIONAL SUPPLIES-OTHER	16.29	457.26	300.00	157.26	152.42
101-41400-308 ZONING COORDINATOR SERVICES	119.66	680.90	2,600.00	1,939.10	25.42
101-41400-309 PROFESSIONAL SVCS - OTHER	.00	177.40	125.00	52.40	141.92
101-41400-310 CLERICAL SERVICES	3,804.58	30,436.64	45,655.00	15,218.36	66.67
101-41400-322 POSTAGE	26.55	210.27	500.00	289.73	42.05
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	14.25	.00	14.25	.00
101-41400-530 CAP OUTLAY-IMP OTHER THAN	.00	.00	.00	.00	.00
<b>TOTAL CONTRACTED SERVICES</b>	<b>4,017.79</b>	<b>32,935.67</b>	<b>51,355.00</b>	<b>18,419.33</b>	<b>64.13</b>

**CITY OF WOODLAND**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 8 MONTHS ENDING AUGUST 31, 2012**

**GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>ASSESSOR CONTRACT</u>					
101-41500-309 ASSESSOR CONTRACT	746.00	5,898.00	8,850.00	2,952.00	66.64
TOTAL ASSESSOR CONTRACT	746.00	5,898.00	8,850.00	2,952.00	66.64
<u>LEGAL SERVICES</u>					
101-41600-304 LEGAL SERVICES/GENERAL	140.00	206.00	8,000.00	7,794.00	2.58
101-41600-305 LEGAL SVCS/PROSECUTION	.00	1,071.33	2,000.00	928.67	53.57
TOTAL LEGAL SERVICES	140.00	1,277.33	10,000.00	8,722.67	12.77
<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	68,153.40	102,233.00	34,079.60	66.66
TOTAL PUBLIC SAFETY EXPENSES	8,519.14	68,153.40	102,233.00	34,079.60	66.66
<u>FIRE PROTECTION</u>					
101-42200-309 FIRE PROTECTION	.00	20,388.80	24,063.00	3,674.20	84.73
101-42200-319 PROF SVC - FIRE MARSHALL INSP	.00	.00	.00	.00	.00
TOTAL FIRE PROTECTION	.00	20,388.80	24,063.00	3,674.20	84.73
<u>ENGINEERING FEES</u>					
101-42600-303 ENGINEERING FEES	690.00	1,499.50	10,000.00	8,500.50	15.00
TOTAL ENGINEERING FEES	690.00	1,499.50	10,000.00	8,500.50	15.00

**CITY OF WOODLAND**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 8 MONTHS ENDING AUGUST 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
<b>TOTAL PUBLIC WORKS EXPENSES</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>
<u>PUBLIC WORKS CONTRACT SVCS</u>					
101-43900-219	.00	.00	.00	.00	.00
101-43900-226	47.94	942.13	1,700.00	757.87	55.42
101-43900-309	.00	.00	.00	.00	.00
101-43900-310	.00	5,215.71	6,000.00	784.29	86.93
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	1,150.00	5,120.08	8,000.00	2,879.92	64.00
101-43900-319	5,061.02	5,111.02	5,200.00	88.98	98.29
101-43900-320	.00	.00	.00	.00	.00
101-43900-439	.00	.00	.00	.00	.00
<b>TOTAL PUBLIC WORKS CONTRACT SVCS</b>	<b>6,258.96</b>	<b>28,713.94</b>	<b>56,100.00</b>	<b>27,386.06</b>	<b>51.18</b>
<u>PARKS CONTRACT SERVICES</u>					
101-49000-309	.00	.00	500.00	500.00	.00
101-49000-310	781.44	6,251.52	9,960.00	3,708.48	62.77
101-49000-319	.00	.00	.00	.00	.00
101-49000-369	100.00	2,805.00	3,200.00	395.00	87.66
101-49000-433	.00	4,716.00	6,805.00	2,089.00	69.30
101-49000-438	.00	.00	.00	.00	.00
101-49000-439	.00	115.00	500.00	385.00	23.00
<b>TOTAL PARKS CONTRACT SERVICES</b>	<b>881.44</b>	<b>13,887.52</b>	<b>20,965.00</b>	<b>7,077.48</b>	<b>66.24</b>
<u>TRANSFERS</u>					
101-49300-720	.00	32,661.00	32,661.00	.00	100.00
<b>TOTAL TRANSFERS</b>	<b>.00</b>	<b>32,661.00</b>	<b>32,661.00</b>	<b>.00</b>	<b>100.00</b>
<u>TOTAL FUND EXPENDITURES</u>					
	<b>21,550.71</b>	<b>216,790.24</b>	<b>330,460.00</b>	<b>113,669.76</b>	<b>65.60</b>

CITY OF WOODLAND  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 8 MONTHS ENDING AUGUST 31, 2012

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
NET REVENUES OVER EXPENDITURES	( 19,550.04 )	( 44,221.07 )	.00	( 271,560.59 )	.00

**CITY OF WOODLAND**  
**REVENUES/EXPENDITURES COMPARED TO BUDGET**  
**FOR THE 8 MONTHS ENDING AUGUST 31, 2012**

**GENERAL FUND**

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
<b>REVENUE</b>					
TAXES	.00	162,332.77	310,224.00	147,891.23	52.3
LICENSES & PERMITS	314.25	3,165.45	9,075.00	5,909.55	34.9
INTERGOVERNMENTAL AID	1,580.00	1,580.00	4,161.00	2,581.00	38.0
PUBLIC CHARGES FOR SERVICE	100.00	1,500.00	2,000.00	500.00	75.0
FINES & FORFEITURES	.00	3,220.00	3,000.00	( 220.00 )	107.3
SPECIAL ASSESSMENTS	6.42	770.95	2,000.00	1,229.05	38.6
OTHER FINANCING SOURCES	.00	.00	.00	.00	.0
<b>TOTAL FUND REVENUE</b>	<b>2,000.67</b>	<b>172,569.17</b>	<b>330,460.00</b>	<b>157,890.83</b>	<b>52.2</b>
<b>EXPENDITURES</b>					
COUNCIL	.00	53.70	660.00	606.30	8.1
ELECTIONS	297.38	598.38	2,850.00	2,251.62	21.0
CONTRACTED SERVICES	4,017.79	32,935.67	51,355.00	18,419.33	64.1
ASSESSOR	746.00	5,898.00	8,850.00	2,952.00	66.6
LEGAL SERVICES	140.00	1,277.33	10,000.00	8,722.67	12.8
AUDITING	.00	10,723.00	10,723.00	.00	100.0
PUBLIC SAFETY EXPENSES	8,519.14	68,153.40	102,233.00	34,079.60	66.7
FIRE PROTECTION	.00	20,388.80	24,063.00	3,674.20	84.7
ENGINEERING	690.00	1,499.50	10,000.00	8,500.50	15.0
PUBLIC WORKS EXPENSE	.00	.00	.00	.00	.0
PUBLIC WORKS CONTRACT SERVICES	6,258.96	28,713.94	56,100.00	27,386.06	51.2
PARKS CONTRACT SERVICES	881.44	13,887.52	20,965.00	7,077.48	66.2
TRANSFERS OUT	.00	32,661.00	32,661.00	.00	100.0
<b>TOTAL FUND EXPENDITURES</b>	<b>21,550.71</b>	<b>216,790.24</b>	<b>330,460.00</b>	<b>113,669.76</b>	<b>65.6</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 19,550.04 )</b>	<b>( 44,221.07 )</b>	<b>.00</b>	<b>44,221.07</b>	<b>.0</b>

**CITY OF WOODLAND**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 8 MONTHS ENDING AUGUST 31, 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 8 MONTHS ENDING AUGUST 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	7,841.00	13,494.50	6,000.00	( 7,494.50 )	224.91
401-43100-351 BID NOTICES/LEGAL/MISC	.00	.00	.00	.00	.00
401-43100-409 STREET IMPROVEMENT	41,406.54	41,406.54	30,000.00	( 11,406.54 )	138.02
<b>TOTAL STREET IMPROVE FUND EXPENSES</b>	<u>49,247.54</u>	<u>54,901.04</u>	<u>36,000.00</u>	<u>( 18,901.04 )</u>	<u>152.50</u>
<b>TOTAL FUND EXPENDITURES</b>	<u>49,247.54</u>	<u>54,901.04</u>	<u>36,000.00</u>	<u>( 18,901.04 )</u>	<u>152.50</u>
<b>NET REVENUES OVER EXPENDITURES</b>	<u>( 49,247.54 )</u>	<u>( 22,240.04 )</u>	<u>( 3,309.00 )</u>	<u>18,871.04</u>	<u>( 672.11 )</u>

**CITY OF WOODLAND**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 8 MONTHS ENDING AUGUST 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 &amp; 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	2,250.00	8,074.69	13,172.00	( 5,097.31 )	61.30
601-36102 SA - INTEREST PREPAYMENTS	.00	.00	.00	.00	.00
601-36103 SA - DELINQUENT UTILITIES	.00	419.26	.00	419.26	.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	2,250.00	8,493.95	13,202.00	( 4,708.05 )	64.34
<u>WATER USAGE REVENUE</u>					
601-37101 WATER USE CHARGES	1,713.11	6,240.37	7,260.00	( 1,019.63 )	85.96
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	1,686.11	5,711.72	8,560.00	( 2,848.28 )	66.73
601-37171 WATER ADMIN FEE	.00	.00	.00	.00	.00
601-37172 WATER USER FEE	816.57	2,744.17	4,145.00	( 1,400.83 )	66.20
TOTAL WATER USAGE REVENUE	4,215.79	14,696.26	19,965.00	( 5,268.74 )	73.61
<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	6,465.79	23,190.21	33,167.00	( 9,976.79 )	69.92

**CITY OF WOODLAND**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 8 MONTHS ENDING AUGUST 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
<b>TOTAL TRANSFERS</b>		<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>
<u>WATER FUND EXPENSES</u>						
601-49400-106	SALARY	.00	.00	.00	.00	.00
601-49400-122	FICA CONTRIBUTIONS	.00	.00	.00	.00	.00
601-49400-123	MEDICARE CONTRIBUTIONS	.00	.00	.00	.00	.00
601-49400-209	WATER-OFFICE SUPPLIES	.00	.00	.00	.00	.00
601-49400-214	FORMS/PRINTING	.00	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	1,365.00	1,923.00	1,500.00	( 423.00)	128.20
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	.00	8,295.86	2,000.00	( 6,295.86)	414.79
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	32.16	60.00	27.84	53.60
601-49400-381	UTILITY SERVICES-ELECTRIC	.00	.00	.00	.00	.00
601-49400-382	UTILITY SVC-WATER	.00	6,508.92	7,260.00	751.08	89.65
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	4,570.32	4,569.00	( 1.32)	100.03
<b>TOTAL WATER FUND EXPENSES</b>		<b>1,375.80</b>	<b>33,852.26</b>	<b>32,889.00</b>	<b>( 963.26)</b>	<b>102.93</b>
<u>DEPRECIATION</u>						
601-49970-420	DEPRECIATION EXPENSE	.00	.00	.00	.00	.00
<b>TOTAL DEPRECIATION</b>		<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>
<b>TOTAL FUND EXPENDITURES</b>		<b>1,375.80</b>	<b>33,852.26</b>	<b>32,889.00</b>	<b>( 963.26)</b>	<b>102.93</b>
<b>NET REVENUES OVER EXPENDITURES</b>		<b>5,089.99</b>	<b>( 10,662.05)</b>	<b>278.00</b>	<b>( 9,013.53)</b>	<b>( 3,835.27)</b>

**CITY OF WOODLAND**  
**REVENUES/EXPENDITURES COMPARED TO BUDGET**  
**FOR THE 8 MONTHS ENDING AUGUST 31, 2012**

**WATER FUND**

<u>REVENUE</u>	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
TAXES	.00	.00	.00	.00	.0
LICENSES & PERMITS	.00	.00	.00	.00	.0
SPECIAL ASSESSMENTS	2,250.00	8,493.95	13,202.00	4,708.05	64.3
WATER USAGE REVENUE	4,215.79	14,696.26	19,965.00	5,268.74	73.6
OTHER FINANCING SOURCES	.00	.00	.00	.00	.0
<b>TOTAL FUND REVENUE</b>	<b>6,465.79</b>	<b>23,190.21</b>	<b>33,167.00</b>	<b>9,976.79</b>	<b>69.9</b>
<u>EXPENDITURES</u>					
TRANSFERS OUT	.00	.00	.00	.00	.0
WATER FUND EXPENSES	1,375.80	33,852.26	32,889.00	( 963.26 )	102.9
DEPRECIATION	.00	.00	.00	.00	.0
<b>TOTAL FUND EXPENDITURES</b>	<b>1,375.80</b>	<b>33,852.26</b>	<b>32,889.00</b>	<b>( 963.26 )</b>	<b>102.9</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>5,089.99</b>	<b>( 10,662.05 )</b>	<b>278.00</b>	<b>10,940.05</b>	<b>(835.3)</b>

**CITY OF WOODLAND**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 8 MONTHS ENDING AUGUST 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 &amp; 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	2,533.31	8,690.62	11,702.00	( 3,011.38 )	74.27
602-34402 LATE CHARGES & PENALTIES	.00	.00	.00	.00	.00
602-34408 0	.00	.00	.00	.00	.00
TOTAL SEWER USAGE REVENUE	2,533.31	8,690.62	11,702.00	( 3,011.38 )	74.27
<u>SPECIAL ASSESSMENTS</u>					
602-36100 SP ASSMTS - 97 IMPROVE PROJECT	750.00	2,691.56	4,391.00	( 1,699.44 )	61.30
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	620.46	.00	620.46	.00
602-36210 INTEREST EARNINGS	.00	.00	100.00	( 100.00 )	.00
TOTAL SPECIAL ASSESSMENTS	750.00	3,312.02	4,491.00	( 1,178.98 )	73.75
<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	1,411.70	4,707.93	7,167.00	( 2,459.07 )	65.69
602-37171 SEWER ADMIN FEE	.00	.00	.00	.00	.00
602-37172 SEWER USER FEE	2,286.42	7,619.64	11,607.00	( 3,987.36 )	65.65
602-37270 SAC-CITY PORTION	.00	.00	.00	.00	.00
TOTAL SEWER USAGE REVENUE	3,698.12	12,327.57	18,774.00	( 6,446.43 )	65.66

CITY OF WOODLAND  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 8 MONTHS ENDING AUGUST 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	 6,981.43	 24,330.21	 34,967.00	 ( 10,636.79 )	 69.58

**CITY OF WOODLAND**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 8 MONTHS ENDING AUGUST 31, 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	10.80	32.16	60.00	27.84	53.60
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	10,228.14	11,702.00	1,473.86	87.41
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	17,181.82	33,404.37	33,612.00	207.63	99.38
602-43200-611	ACCRUED INTEREST EXPENSE	.00	.00	.00	.00	.00
602-43200-612	IMPROVE BOND-INTEREST	2,968.18	6,145.63	6,196.00	50.37	99.19
602-43200-720	OPERATING TRANSFERS	.00	.00	.00	.00	.00
602-43200-770	DEPRECIATION EXPENSE	.00	.00	.00	.00	.00
<b>TOTAL SEWER FUND EXPENSES</b>		<b>20,160.80</b>	<b>53,255.59</b>	<b>58,620.00</b>	<b>5,364.41</b>	<b>90.85</b>
<u>DEPRECIATION</u>						
602-49970-420	DEPRECIATION EXPENSE	.00	.00	.00	.00	.00
<b>TOTAL DEPRECIATION</b>		<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>
<u>TOTAL FUND EXPENDITURES</u>						
		<b>20,160.80</b>	<b>53,255.59</b>	<b>58,620.00</b>	<b>5,364.41</b>	<b>90.85</b>
<b>NET REVENUES OVER EXPENDITURES</b>		<b>( 13,179.37 )</b>	<b>( 28,925.38 )</b>	<b>( 23,653.00 )</b>	<b>( 16,001.20 )</b>	<b>( 122.29 )</b>

**CITY OF WOODLAND**  
**REVENUES/EXPENDITURES COMPARED TO BUDGET**  
**FOR THE 8 MONTHS ENDING AUGUST 31, 2012**

**SEWER FUND**

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
<b><u>REVENUE</u></b>					
TAXES	.00	.00	.00	.00	.0
LICENSES & PERMITS	.00	.00	.00	.00	.0
SEWER USAGE REVENUE	2,533.31	8,690.62	11,702.00	3,011.38	74.3
SPECIAL ASSESSMENTS	750.00	3,312.02	4,491.00	1,178.98	73.8
SEWER USAGE REVENUE	3,698.12	12,327.57	18,774.00	6,446.43	65.7
OTHER FINANCING SOURCES	.00	.00	.00	.00	.0
<b>TOTAL FUND REVENUE</b>	<b>6,981.43</b>	<b>24,330.21</b>	<b>34,967.00</b>	<b>10,636.79</b>	<b>69.6</b>
<b><u>EXPENDITURES</u></b>					
SEWER FUND EXPENSES	17,192.62	47,109.96	52,424.00	5,314.04	89.9
DEPRECIATION	.00	.00	.00	.00	.0
<b>TOTAL FUND EXPENDITURES</b>	<b>17,192.62</b>	<b>47,109.96</b>	<b>52,424.00</b>	<b>5,314.04</b>	<b>89.9</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 10,211.19 )</b>	<b>( 22,779.75 )</b>	<b>( 17,457.00 )</b>	<b>5,322.75</b>	<b>(130.5)</b>

## 2012 - Summary of Water Account Balance

Month	Start	End	Expenses	Revenue	Explanation
January	-\$3,611	-\$19,844	\$17,623	\$1,390	Exp: Bond Payment \$14,960.94 Rev: water payments (Principal \$12,500 - Int. \$ 2,460.94)
February	-\$19,844	-\$16,790		\$3,054	Rev: water payments
March	-\$16,790	-\$16,401		\$389	
April	-\$16,401	-\$16,482	\$81		Exp: Engineer review hydrant condition
May	-\$16,482	-\$18,705	\$7,063	\$4,840	Repair Fire Hydrant - 2850 West Road shut odd hydrant 2890 West Rd
June	-\$18,705	-\$21,402	\$3,503	\$807	Rev: water payments
July	-\$21,402	-\$19,364	\$4,206	\$6,244	Exp: Utility Pay to Mtka water Exp: Bond Payment \$2,109.38 (Int. \$ 2,109.38) Rev: water payments
August	-\$19,364	-\$14,274	\$1,376	\$6,466	Exp: Engineering & water payments Rev: Prepaymt of assessment
September	-\$14,274				
October	\$0				
November	\$0				
December	\$0		\$33,852	\$23,190	

City will receive the County Settlement in July & December (75% applied to water & 25% applied to sewer)

20 accounts remaining on the assessment roll - 2012 total due = \$17,070

75% applied to water = \$12,802 / year (\$6401 in July & \$6401 in December)

25% applied to sewer = \$4267 / year (\$2133 in July & \$2311 in December)

2845 Stone Arch Road Assessment = \$1,249

75% applied to water = \$936

25% applied to sewer = \$312

**Total Water funds from assessments \$ 13,738**

**Total Sewer funds from assessments \$ 4,579**

\* there will be some revenue in the form of delinquent utility payments from 2011 - received in the July & December tax settlement

Water Bond Payment principal & interest paid in January and 2nd payment in July (interest only)

Sewer Loan Payment principal and interest both paid in February and August

water & sewer utility system / water & sewer cabs fund

**2012 - Summary of Sewer Account Balance**

Month	Start	End	Expenses	Revenue	Explanation
January	\$161,569	\$160,040	\$3,708	\$2,179	Exp: Mtka sewer charge, Engin. Rev: utility payments
February	\$160,040	\$145,315	\$19,400	\$4,542	Exp: PFA Loan Payment (Principal \$16,222.55 - Int. 3,177.45) Rev: utility payments
March	\$145,315	\$143,542	\$2,290	\$517	Exp: Jet Cleaning Rev: utility payments
April	\$143,542	\$143,186	\$356		Exp: Engineer review (Jet cleaning work)
May	\$143,186	\$146,280	\$3,863	\$6,957	Exp: Utility Pay to Mtka Rev: utility payments
June	\$146,280	\$146,871	\$0	\$592	Rev: utility payments
July	\$146,871	\$145,956	\$3,478	\$2,563	Exp: Utility Pay to Mtka Rev: utility payments
August	\$145,956	\$132,776	\$20,161	\$6,981	Exp: PFA Loan Payment (Principal \$16,431.82 - Int. 2,968.18) (prepayment of sewer assess. Sale of home) utility pyrnrs
September	\$132,776				
October	\$0				
November	\$0				
December	\$0				
			\$53,256	\$24,331	

City will receive the County Settlement in July & December (75% applied to water & 25% applied to sewer)

20 accounts remaining on the assessment roll - 2012 total due = \$17,070

75% applied to water = \$12,802 / year (\$6401 in July & \$6401 in December)

25% applied to sewer = \$4267 / year (\$2133 in July & \$2311 in December)

2845 Stone Arch Road Assessment = \$1,249

75% applied to water = \$936

25% applied to sewer = \$312

**Total Water funds from assessments \$ 13,738**

**Total Sewer funds from assessments \$ 4,579**

\* there will be some revenue in the form of delinquent utility payments from 2011 - received in the July & December tax settlement

Water Bond Payment principal & interest paid in January and 2nd payment in July (interest only)

Sewer Loan Payment principal and interest both paid in February and August

# **City of Woodland**

City Offices: 20225 Cottagewood Road, Deephaven, MN 55331  
952-474-4755 • Fax 952-474-1274  
[www.cityofwoodlandmn.org](http://www.cityofwoodlandmn.org)

August 28, 2012

Nicholas Peterson, P.E.  
Sr. Project Manager  
Hennepin County Transportation Department Design Division  
1600 Prairie Drive  
Medina, MN 55340

Dear Mr. Peterson,

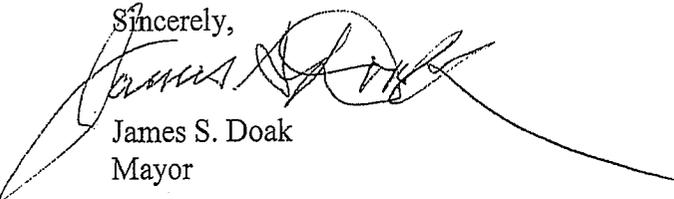
The City Council of Woodland greatly appreciates your review of the physical improvements that are proposed for County State Aid Highway (CSAH) 101 at our recent meeting. We recognize that you desired a resolution approving the preliminary plan in all aspects. Although we support the basic design of the roadway, the Council has elected to take a month to review several ancillary features that concerned the Council. We will consider a resolution of approval at the September 10th Council meeting.

The Council consensus at the August meeting was as follows:

- We support the proposed the three-lane roadway design for the portion of CSAH 101 that abuts the City of Woodland.
- We enthusiastically support the roundabout, or in the alternative, a gentle curve at the intersection of CSAH 101 and Breezy Point Road.
- We question the need for both a multi-use trail and a sidewalk between the roundabout and Minnetonka Boulevard. Additionally, Woodland does not have the financial capacity to bury public over-head utilities, as shown in the visual presentation.

Thank you for your consideration.

Sincerely,



James S. Doak  
Mayor

cc: Woodland City Council



August 22, 2012

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.

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

Re: Public Hearing for Lake Virginia Regional Infiltration Project (LV-5)

Dear Gus Karpas,

The Minnehaha Creek Watershed District (MCWD) Board of Managers will hold a Public Hearing at the Meeting of the Board of Managers on Thursday, September 6, 2012 at 6:45 p.m. for the Lake Virginia Regional Infiltration Project.

The proposed project will be completed in partnership with the Cities of Chanhassen and Victoria to provide storm water retention and infiltration, streambank restoration, and vegetative buffer establishment in the subwatershed, subsequently improving the quality of water discharged to Lake Virginia and ultimately Lake Minnetonka and Minnehaha Creek. The feasibility study for the project can be found at: <http://minnehahacreek.org/LV-5>

The total estimated cost for the project is \$47,000 and would be funded through the ad valorem tax levy established by MCWD. Approximately 4.19% of the ad valorem costs will be allocated to Carver County and 95.81% of the ad valorem costs will be allocated to Hennepin County.

If the Managers find that the project will be conducive to public health, promote the general welfare, and is consistent with the MCWD Comprehensive Water Resources Management Plan, they will order and formally establish the project at the September 27, 2012 Board Meeting.

The meeting will be held at the MCWD Offices, 18202 Minnetonka Boulevard, Deephaven, MN 55391. If you have any questions regarding this meeting, please call Michael Hayman at 952-471-8226.

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



**RICHARD W. STANEK**  
HENNEPIN COUNTY SHERIFF

August 21, 2012

Mayor Jim Doak  
20225 Cottagewood Road  
Deephaven, MN 55331

City Administrator Shelley Souers  
20225 Cottagewood Road  
Deephaven, MN 55331

Dear Mayor Doak & City Administrator Souers:

As one of thirty-six Hennepin County cities that receive dispatch service from the Sheriff's Office, I am writing to update you on developments of the county board led Regional Emergency Communications Integration Study Workgroup.

On Wednesday, August 8, Hennepin County administrator Richard Johnson convened the second meeting of this workgroup, which consists of the independent PSAPs (public safety answering points) in our county. (I sent you a letter in January of this year summarizing the first meeting.) The agenda for this meeting was to review a consultant study on consolidation and/or integration and discuss next steps. The consensus of the workgroup was that there was very little interest in consolidation of facilities, but there is interest in ensuring technology integration.

The Sheriff's Office supports integration of technology across PSAPs as it allows for greater information sharing and ability to assist as needed. It also standardizes and puts into practice common protocols and policies.

At the meeting, there was also discussion about the current payment structure that does not recognize the difference between dependent and independent agencies.

In response, the county commissioners that serve on this workgroup (Commissioner Peter McLaughlin and Commissioner Jeff Johnson) reported that the *policy discussion of whether to review and reevaluate the current funding structure will begin at a board briefing tentatively scheduled for September 13, 9:30 a.m. in the county board room.* As an agency that currently receives dispatch service from the county at no charge, I thought you might be interested in attending this meeting.

I outlined the below in my January letter to you, but I believe it warrants repeating. As you may know, the decision whether or not to charge a fee to cities for dispatch service is

a policy decision to be made by the county board, with advice from the Sheriff, as outlined in MN Statute 383B.255, which I have included for your reference below:

MN Statute 383B.255

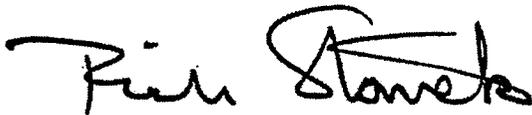
Subd. 2. **Policy and operations.** The public safety communications system shall be under the direction of the sheriff. Public safety communications policies may be established by the board of county commissioners.

Subd. 3. **Extension of services; charges.** Public safety communications services may be extended to any statutory or home rule charter city within the county, and to any adjoining county or statutory or home rule charter city in an adjoining county, upon the written request of its governing body to the Hennepin County board. All the communications equipment used in connection with the extended service shall, unless otherwise provided by the Hennepin County board, be owned, maintained, and serviced by Hennepin County. *The board with the advice of the sheriff may establish a charge for extended public safety communications services pursuant to section 383B.118.*

In discussions with the county board, *I have made it clear that I do not support a fee for dispatch service*; however, the decision on whether to charge cities for dispatch service moving forward will be made by the county board. *I encourage your attendance at this September 13 board briefing.*

If you have any questions about the above information or would like to confirm the meeting time on September 13, please feel free to contact Sandra Westerman on my staff, Director of Intergovernmental Relations, at 612.543.0694, or call me directly anytime.

Sincerely,



Richard W. Stanek  
Hennepin County Sheriff

Cc:

Police Chief  
Fire Chief