

**CITY OF WOODLAND
COUNCIL AGENDA**

**MONDAY, OCTOBER 10, 2011
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.

- A. Minutes September 12, 2011; Regular Council Meeting
- B. 2011/2012 Deer Management Permit
- C. 2012-2014 Recycling Contract (3 year Agreement)
- D. Resolution No. 21-2011; supporting City of Tonka Bay's Grant Application for Basketball Court Improvements

4. PUBLIC COMMENTS

5. PUBLIC HEARING

- A. Zoning Ordinance No 9-21; Amending Section 900.14 of the Zoning Ordinances to Bring the City in Compliance with State Statues.
- B. Zoning Ordinance No 9-22; Amending Section 900.15 of the Zoning Ordinances to Include Expiration and Extension Language in the Special Use Permit Provisions.
- C. Resolution No. 20-2011; Approving Certification of Delinquent Water and Sewer Charges to the 2012 Property Tax Rolls.

6. NEW BUSINESS

- A. Stone Arch Road Improvement Options, City Engineer Dave Martini
- B. Review Draft Amendment to Chapter 5 Ordinances; pertaining to overweight vehicles

7. OLD BUSINESS

- A. Stone Arch Landscape Project update
- B. Draft Resolution No. 22-2011; Supporting a Regional Aquatic Invasive Species Program Lead by the Minnehaha Creek Watershed District (MCWD)

8. MAYOR'S REPORT

9. COUNCIL REPORTS

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

10. ACCOUNTS PAYABLE

11. TREASURERS REPORT

12. ADJOURNMENT

CITY COUNCIL MINUTES

Monday, September 12, 2011

7:00 P.M.

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, Chris Rich and John Massie

Absent: Council Member Mike Jilek

Guests: Mr. Jon Sonnek and Mr. Rick Rud

CONSENT AGENDA

A. Minutes of the Council Meeting, August 8, 2011

B. Lake Minnetonka Communication Commission 2012 Budget

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

PUBLIC COMMENTS

None

PUBLIC HEARING CONTINUED

A. Special Use Permit Amendment, 2700 Stone Arch Road

Mayor Doak opened the public hearing at 7:10PM.

Zoning Administrator Karpas reported that Steve and Tamala Schroll, 2700 Stone Arch Road, have requested an amendment to their previously approved Special Use Permit and site plan to add a 500 square foot parking pad. Zoning Administrator Karpas presented Resolution No. 15-2011; delineating the findings to approve an amendment to the Special Use Permit to add a parking pad along the driveway. Zoning Administrator Karpas reported that a revised hearing notice was sent to clarify the impervious cover increase requested.

The Council had previously approved a special use permit and site plan to alter the grade and construct a new home with 22.55% impervious surface. The addition of a flagstone walkway to the lake and the request to add a 25' x 25' parking pad would increase the impervious surface to 23.74% and requires an amendment to the previously approved special use permit to allow the requested change in the site plan.

Mayor Doak reported that the drain tile system installed on the Schroll property had drained rain water off Stone Arch Road and from the neighboring property during a recent storm and diverted it to the pond on the Schroll property. Mayor Doak noted that the installation of the drain system was above and beyond the original stormwater management plan and is a significant improvement to Stone Arch Road.

Council Member Carlson asked if a back up generator exists to operate sump pump on the drain system.

Mr. Sonnek confirmed that the pump system had a backup a generator. Mr. Sonnek reported that the stormwater management system on the property has enhanced the storm water handling capacity significantly.

There being no further comments or discussion, Mayor Doak closed the public hearing at 7:16P.M.

Mayor Doak moved to approve Resolution No. 15-2011; amending the special use permit to allow the additional impervious cover as shown on the plan and noted that the storm water capacity has been significantly enhanced from the original plans. Council Member Rich seconded the motion. Motion carried 4-0.

Mr. Sonnek reported that Charles Cudd-Denova Company will repair the asphalt on Breezy Point Road and Stone Arch Road adjacent to their construction projects.

OLD BUSINESS

A. Stone Arch

Council Member Massie reported that Valek Construction completed the arch restoration and has sealed the stone. Following consultation with the contractor, it was decided to omit the flashing at the top of the arch.

NEW BUSINESS

A. Recycling Bid Review

Council reviewed a bid from Waste Management for recycling collection through 2014.

Waste Management Representative Rick Rud presented a bid to continue recycling services for an additional three years. Mr. Rud reported that Waste Management proposes no rate increase for 2012, and a CPI increase, not to exceed 3%, in 2013 and 2014.

Mayor Doak stated that he appreciates the informational materials that Waste Management distributes to residents and the call feature to remind residents of service delays.

Council Member Massie moved to approve the bid for recycling collection from Waste Management through 2014. Council Member Rich seconded the motion. Motion carried 4-0.

B. Draft Amendments to Variance and Special Use Language

Zoning Administrator Karpas reported that recent litigation challenged the prevailing interpretation of State Statutes governing variances. Municipal zoning language should be in compliance with the newly revised State Statutes specifying new criteria for granting variances. Zoning Administrator Karpas presented draft language regarding variances that incorporates the new criteria as recommended by the League of Minnesota Cities. The hardship criteria has been replaced with practical difficulty standards. Karpas stated that Cities now have the statutory

authority to add conditions to variances and may also collect from applicants for the costs incurred for review of the application by the engineer and legal counsel.

The Council will consider the amended language at a Public Hearing in October.

C. Resolution No. 16-2011; Routine Road Maintenance

Council Member Rich reported that Cornerstone Industries submitted a bid for routine road maintenance, mowing and minor street work in the City.

Council Member Rich moved approval of Resolution No. 16-2011; authorizing the City to enter into an agreement with Cornerstone Industries for routine public works maintenance and mowing for 2012, according to the quote presented by Cornerstone. Council Member Carlson seconded the motion. Motion carried 4-0.

D. Resolution No. 17-2011; Snow Plow Agreement

Council Member Rich reported that Cornerstone Industries submitted a bid for snow plow services for the 2011/2012 season. Council Member Rich stated that Bobcat and snow blower equipment was necessary to move snow from narrow streets. Council Member Rich noted that Cornerstone has suggested using salt only when sand may not be needed. The cost of salt is higher per ton than sand; however, Cornerstone believes that savings on spring cleanup should compensate for the added cost of the salt.

Council Member Carlson moved approval of Resolution No. 17-2011; authorizing the City to enter into an agreement with Cornerstone Industries for snow plowing and salt/sanding services for the 2011/2012 season, according to the quote presented by Cornerstone. Council Member Massie seconded the motion. Motion carried 4-0.

Mayor Doak stated that several years ago the City had used a 20/80 salt/sand mix. Disposing of large quantities of sand each spring became labor intensive and expensive. The City changed to a 50/50 salt/sand mix, which put less sand on the streets and improved ice melt.

Council Member Rich noted that Cornerstone will continue to use a 50/50 salt/sand mix as needed and will also apply a salt brine solution this season as temperatures permit.

Mayor Doak suggested that Cornerstone and two Council Members meet with the neighbors along Breezy Heights Road to discuss snow removal obstacles and challenges with the narrow roadway.

E. Sewer Jet Cleaning

Council reviewed two quotes for jet cleaning services. The cost was considerably higher than the cleaning in 2008. Council tabled a decision until the October Council meeting in order to seek a quote from the company who conducted the sewer jet cleaning in 2008 and was not represented in the current bidding.

F. Gate Valve Repair

Council reviewed two quotes for repair to a gate valve along Center Road. Council agreed that although the quote for repair exceeded the budget, postponing the repair was not feasible and would probably result in more cost later.

Council Member Carlson moved to approve the quote from Schneider Excavating for repair to the gate valve. Council Member Rich seconded the motion. Motion carried 4-0.

G. Adoption of the Proposed 2012 Budget and Levy

Council reviewed the proposed 2012 balanced budget and tax levy.

Council agreed to increase the snow plow budget to \$35,000, given the past history of snow plow expenses.

Mayor Doak stated that the modest increase in the budget is necessary to allow an adequate fund balance to ensure operating funds are available through the year. Mayor Doak noted that Woodland's tax rate is significantly lower than that of the neighboring cities.

The expenditures for 2012 will increase 5% from 2011 and the proposed levy will increase 3% from 2011.

Council Member Carlson moved to approve Resolution No. 18-2011; adopting the 2012 budget as presented (Exhibit A). Council Member Massie seconded the motion. Motion carried 4-0.

Council Member Carlson moved to approve Resolution No. 19-2011; adopting the proposed property tax levy collectible in 2012. Council Member Rich seconded the motion. Motion carried 4-0.

H. Fund Balance Policy

Council reviewed a Fund Balance Policy, as recommended by Woodland's auditors, to establish specific guidelines to maintain an adequate level of fund balance to meet cash flow requirements in the first half of the year. Major tax revenue is received the second half of the City's fiscal year.

Mayor Doak stated the goal is to maintain a minimum fund balance, (combined general fund and road fund), greater than 50% of next years anticipated expenditures.

Council Member Rich moved to adopt the Fund Balance Policy. Council Member Massie seconded the motion. Motion carried 4-0.

I. Minnehaha Creek Watershed District (MCWD) – Management of Aquatic Invasive Species (AIS)

Council reviewed a Resolution from the City of Shorewood supporting the MCWD's role in the management of aquatic invasive species. Shorewood is encouraging Lake Minnetonka communities to adopt similar resolutions to support the MCWD as the primary aquatic invasive species managers.

Mayor Doak expressed concern that, at times, there has been a lack of coordination and communication between the State, agencies such as the MCWD and city governments. Mayor Doak acknowledged that the MCWD has adequate funding and staff to manage AIS, however there is a long history of knowledge and effort from the Lake Minnetonka Conservation District (LMCD) that should be explicitly recognized and utilized.

Mayor Doak suggested that Woodland maintain some local control and supports the continued involvement of the LMCD in AIS management. Mayor Doak stated that he strongly encourages a more effective, state wide approach to the management of AIS from the DNR.

Council will consider drafting a resolution to support leadership of the AIS program by the MCWD, but also emphasizing local government and LMCD involvement at the October meeting.

J. Brush collection and Debris Clean Up

Mayor Doak stated that Woodland does not have a municipal location for residents to drop off brush and compost material. Residents must assume responsibility for disposal of their own brush and leaves.

Council Member Rich stated that given the size of many of the properties and the wooded nature of Woodland, a significant expense could be incurred if the City were to provide a curbside collection of brush and leaves.

Council agreed to place information in the next newsletter regarding options for pickup or drop off of miscellaneous household debris and options for disposal of brush and garden compost.

MAYORS REPORT

Mayor Doak reported that staff is working on an ordinance amendment for review in October regarding an increase in the load limit fees for vehicles exceeding 9 ton per axel and a blanket load limit fee for construction projects over \$20,000. Under the current system of relying on contractors to purchase permits for specific loads is not working. The City is losing significant revenue that could support the repair and maintenance of streets that are particularly vulnerable to heavy loads.

Mayor Doak reported that Council might consider the community impact of leasing or selling lakeshore easements by property owners.

Mayor Doak noted that the City is attempting to contact the owners or asset managers of property vacated as a result of foreclosure proceedings regarding maintenance of the yards. City Ordinance dictates specific procedures regarding abatement of nuisances, prior to the City entering the property to mow weeds and assess costs.

COUNCIL REPORTS

Roads & Trees

Council Member Rich reported that the Federal Mandate regarding retroreflectivity of signs has been modified and the deadline for compliance has been extended an additional two years.

Council Member Rich reported that Woodland's sign inventory was completed and several signs have been replaced and removed.

Cornerstone Industries will be repairing potholes on Stone Arch Road within the next couple weeks.

Ordinance & LMCC

Mayor Doak reported that the Fiber-to-the-Home initiative has been postponed indefinitely due to the absence of support from a number of communities in the LMCC service territory.

Finance & Intergovernmental Relations

No report.

Public Safety

No report.

ACCOUNTS PAYABLE

Council Member Rich moved approval of the Accounts Payable Report as submitted. Council Member Massie seconded the motion. Motion carried 4-0.

TREASURER'S REPORT

Council Member Massie moved approval of the Treasurer's Report as submitted. Council Member Rich seconded the motion. Motion carried 4-0.

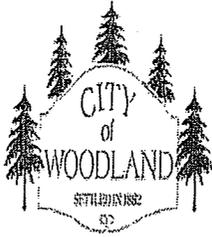
ADJOURNMENT

Council adjourned by consent at 9:30PM

ATTEST:

Shelley J. Souers, City Clerk

James S. Doak, Mayor



REQUEST FOR ACTION

WOODLAND CITY COUNCIL

MEETING DATE: October 10, 2011
 FROM: Gus Karpas, Zoning Administrator
 SUBJECT: Deer Management Program

OVERVIEW/BACKGROUND

Staff has worked with the DNR to begin the process for the required permits to participate in the DNR's Deer Management Program. The final step, prior to permit submittal is for a Council action approving participation in the program. The DNR does not require the city to hold an annual public hearing on this issue.

Last year the city was able to remove zero (0) deer through this program. We will be requesting a permit to remove twelve (12) deer this season.

I have spoken with a representative from Nuisance Animal Removal Service (N.A.R.S.), who has indicated that they would be willing to continue providing this service for the city. The fee will remain unchanged from last year and is **\$295.00 per deer.**

COUNCIL ACTION: Staff recommends that the City Council pass a motion directing staff to implement the Deer Management program, which will begin this fall.

**CITY OF WOODLAND
CONTRACT FOR RECYCLING SERVICE**

This Contract is made as of January 1st, 2012, between the CITY OF WOODLAND, a Minnesota municipal corporation ("City"), and WASTE MANAGEMENT OF MINNESOTA INC., a Minnesota Corporation ("Contractor").

The City and the Contractor agree as follows:

1. DEFINITIONS

- 1.1 "Contractor's Quote" means the bid or quotation of prices by the Contractor for Recycling pick-up service, which is attached to this Contract as Exhibit A and is made part hereof.
- 1.2 "Recyclable materials" means newsprint and inserts, mixed mail, magazines, catalogs, miscellaneous papers and corrugated cardboard, all plastic bottles (with a neck), unsorted glass, unsorted aluminum, steel and "tin" cans.
- 1.3 "Recycling Collection" means the taking up of all recyclable materials accumulated in containers at a single, double, and triple dwelling unit residential properties located within the City; in the areas shown on Exhibit B attached to this contract and the transporting of the recyclable materials to the site outside the City where they can be processed for the marketplace as determined by the Contractor.
- 1.4 "Dwelling Unit" means a separate residential dwelling place with a kitchen.

2. RECYCLING COLLECTION

- 2.1 Contractor shall collect all recyclable materials for collection in the City bi-weekly on a day mutually-agreed upon by the City and Contractor. Collection shall be on all streets shown on Exhibit B- City Limits of Woodland. Single Sort collection shall include collection of recyclable materials from all residential properties having three or fewer dwelling units. Contractor shall be responsible for communication of pick-up schedules and education of the residents on an annual basis.
- 2.2 All dwelling units will be expected to place recyclables in the Single Sort cart provided by the contractor. A standard 64-gallon cart will be provided to all residents with the option to exchange for a 35 or 96 gallon as requested.
- 2.3 Recycling containers shall be placed in plain sight or in an accessible location at or near the garage for collection-based upon the rate specified in the Contractor's Quote. Containers shall be placed for collection by 7:00a.m. on the scheduled day of collection. No collection shall be made before 7:00a.m. or after 7:00p.m.

2.4 All recyclable materials placed for collection shall be owned by and the responsibility of the occupants of residential properties until the Contractor handles them. Upon handling the recyclable materials by the Contractor, the recyclable materials become the property and responsibility of the Contractor.

3. GENERAL SPECIFICATIONS

- 3.1 Contractor may decide to observe the following holidays, (New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day) by suspension of collecting service on the holiday. Such decision in no way relieves the Contractor of the obligation to provide collection service. The alternative pickup day will be the following day.
- 3.2 In the event the Contractor shall miss or fail to make a pick-up as required by this Contract, the Contractor shall do so within 24 hours after notification from the City of the location where such pick-up is to be made. This provision shall not constitute a waiver of the breach of any condition of this Contract or the specifications. If a pick up is not made within 24 hours after notification, the City shall make a payment deduction based upon the unit pickup costs.
- 3.3 No claim for extra work furnished by the Contractor shall be made by the Contractor or allowed by the City nor shall the Contractor do any work not covered by specifications unless the City orders such work in writing. Any work done or furnished by the Contractor not in accordance with this Contract shall be at the Contractor's own risk and expense. When extra work is done in accordance with this Contract, the Contractor shall perform the work for the unit price stated in the Contractor's Quote, or if no unit price is in the Contractor's Quote, then for a previously agreed upon price.
- 3.4 Contractor will take all precautions necessary to protect the public against injury, and will keep danger signals out at night and at such other times and at such places as public safety may require.

4. CONTRACTOR'S EQUIPMENT AND LABOR

- 4.1 Contractor's work and labor shall be done in the best and most workmanlike manner and all the Contractor's equipment shall; be furnished at the contractor's costs and expense with all enclosed recycling vehicles, tools, labor, materials, supplies and other necessities and shall furnish auxiliary vehicles and shall be subject to the inspection and approval of the City. In the event any of said equipment or labor shall be rejected by the City as defective or unsuitable, the equipment shall be removed and replaced and the labor done to the satisfaction and approval of the City at the cost and expense of the Contractor.

- 4.2 All vehicles shall be painted and marked uniformly and shall be identified on both sides of the cab.
- 4.3 Contractor shall make all collections of materials in watertight receptacles or vehicles with closed tops so that their contents will not spill. All vehicles shall be kept clean and free from all offensive odors as possible and shall not be allowed to stand on any street, driveway, or other place longer than is reasonable necessary.
- 4.4 Contractor shall keep all equipment used in the performance of the work in good operating condition and in a clean, sanitary condition. Equipment is subject to periodic inspection by the City.
- 4.5 Contractor's employees shall handle all containers with reasonable care to avoid damage, and shall immediately clean up and dispose of any contents thereof, which may be spilled.

5. **CONTRACTOR'S OFFICE**

- 5.1 Supervision for accepting complaints and customer telephone calls. The office shall be in service during the hours of 8:00A.M until 4:30P.M. on all days of collection as specified in this Contract. The address and telephone number of such office and any changes therein shall be given to the City in writing.
- 5.2 Complaints on service will be taken and collected by the City. The City will notify the Contractor of any complaints it received. The contractor is responsible for all corrective actions. The Contractor shall answer all complaints courteously and promptly.

6. **PAYMENTS**

- 6.1 For recycling pickup, the City shall pay the Contractor the \$4.07 per month for each dwelling unit. This rate shall be in effect for the calendar year 2012 with an increase equal to the CPI-U All Users Midwest Area in years 2 and 3. The maximum increase shall not exceed 3 percent each year.
- 6.2 Any adjustments will be done on January 1st of each year.

7. **FILING REPORTS**

- 7.1 Contractor shall submit monthly summary of the total tonnage of all recyclable material collected and the primary purchaser(s) of the recyclable material. The report will include estimates of individual tonnage of each recyclable material collected.
- 7.2 The Contractor must provide the City with certified weight receipts for the monthly collection of all recyclable materials upon request. Summaries shall be submitted on a quarterly basis to the City, or as otherwise requested.

7.3 The Contractor must report the amount and type of recyclable material and where the materials are delivered for recycling. Minnesota Statute 115A.553 requires counties to ensure that materials are taken to markets for sale or recycling centers. The Contractor must provide the City with setout rates of all households placing recyclables out for collection during the months of May and October. Reporting of the setout rates may not be estimated and the method used by the Contractor to determine the setout rate must, at a minimum, have the reliability of a "click-count" method.

8. ACCESS TO RECORDS

8.1 The Contractor shall provide access to the City or any of its duly authorized representatives to review any books, documents, papers, and records of the contractor which are directly pertinent to this Contract, for the purpose of making an audit or other examination and for preparing excerpts and transcriptions.

9. INSURANCE

9.1 Contractor shall furnish the City with evidence of the insurance as listed below: Insurance shall be written not for less than the following limits of liability:

A. Workers Compensation Insurance

1. Worker's compensation- Statutory
2. Employer's Liability- \$100,000

B. Contractor's Public Liability Insurance

1. Bodily Injury per person- \$1,500,000
2. Bodily Injury per accident- \$1,500,000

C. Contractor's Contingent Liability Instance

1. Bodily Injury per person- \$1,500,000
2. Bodily Injury per accident- \$1,500,000

D. Property Damage Insurance

1. Each Accident- \$1,500,000
2. Aggregate- \$1,500,000

E. Automobile Liability Insurance, Including owner and Non-Owned Vehicles.

1. Bodily Injury per person- \$1,500,000
2. Bodily Injury per accident- \$1,500,000
3. Property Damage per accident- \$1,500,000

All Liability Insurance required herein shall be under comprehensive general and automobile bodily injury and property damage form policies.

9.2 The City shall be named as an additional insured in Contractor's policies for the coverage needed in this Contract. The policies shall provide that the coverage may not be terminated or changed by the insurer except upon 30 days' prior written notice to the City Clerk.

9.3 No policy shall contain any provisions for exclusions from liability other than provisions for exclusion from liability forming part of the standard basic unamended and unendorsed form of policy, except that no exclusion will be permitted in any event if it conflicts with a coverage expressly required in this Contract, and in addition, no policy shall contain any exclusion from bodily injury to or sickness, disease, or death of any coverage under the contractual liability endorsement of the liability of the Contractor under this Contract.

10. INDEMNIFICATION

10.1 The Contractor shall indemnify and hold harmless the City and its Council members, officers, agents and employees, from and against all claims, damages, losses, or expenses, including attorney's fees, resulting directly or indirectly from an act or omission, including without limitation, professional errors or omissions of the Contractor, its agents, employees, or assignees in performance of the services provided by this Contract, and against all loss by reason of the failure of said Contractor to fully perform in any respect, all obligation under this Contract.

11. TERM AND TERMINATION

11.1 The term of this contract shall be from January 1, 2012 to December 31, 2014.

11.2 The City shall have the option to renew this contract for two years, which option may be exercised by the City and agreed upon by the Contractor.

11.3 The City shall have the right to terminate this Contract in the event of breach thereof by the Contractor and a continuing breach shall not be deemed to be waived because not followed by prompt termination.

11.4 The work shall be done with forces which are adequate to insure the satisfactory collection and disposal of all materials at all times as called for under this Contract, and failure to perform shall not be excused by adverse weather, breakdown or similar hindrances.

11.5 Upon failure of the Contractor to fulfill any of the provisions of the Contract, the City Clerk is authorized to hire such a person, or assign City employees and equipment, as may be necessary, to do such work and the cost and expense thereof may be charged and deducted from monies due the

Contractor, or collected from the Contractor, or collected by recourse against the Contractor's bond.

11.6 The City of Woodland may amend contract services with Waste Management, if necessary, to meet Hennepin County recycling funding policies and standards that go into effect January 1, 2012.

12. DEFAULT

12.1 Failure by the Contractor to conform to the provisions of this Contract may result in the termination of this Contract and/or liability to the City for damages. The City shall inform the Contractor of such failures in writing and the Contractor shall have 10 days from the date of notice to correct such failures.

12.2 In the event of such failures, the Contractor agrees to pay, in addition to the actual damages sustained by the City as a result thereon, attorney's fees incurred by the City in pursuing any of its rights under this contract.

13. NONDISCRIMINATORY PRACTICES

13.1 Minnesota Statutes, Section 181.59, which prohibits discrimination on account of race, creed, or color in the performance of public contracts, is made a part of this contract with the same force and effect as if set out herein verbatim.

14. SUCCESSORS AND ASSIGNS

14.1 The Contractor binds itself and its successors and assigns to the City in respect to all covenants of this Contract, except that Contractor shall not subcontract, assign or transfer all or any part of its interest in this Contract nor shall Contractor assign any monies due, or to become due under this Contract, without the City's written consent.

15. WHOLE AGREEMENT

15.1 This Contract embodies the entire agreement between the parties including all the prior understandings and agreements and may not be modified except in writing by all parties.

The Contractor is hereby granted the sole and exclusive franchise, license and privilege within the territorial jurisdiction of the City and shall furnish all personnel, labor, equipment, trucks (except containers) and all other items necessary to provide Residential Recycling Material Collection and Delivery services as specified and to perform all of the work called for and described in this Contract.

IN WITNESS WHEREOF, We, the Contracting parties, by our duly authorized agents, hereto
affix our signatures as of this _____ day of _____, 2008.

CITY OF WOODLAND
A Municipal Corporation of Hennepin County

BY _____
James Doak, Mayor

And _____
Shelley Souers, City Clerk

Waste Management of MN, Inc.

BY _____
Michael Fleming, Vice President

CITY OF WOODLAND

RESOLUTION NO. 21-2011

A RESOLUTION OF SUPPORT FOR THE CITY OF TONKA BAY'S GRANT APPLICATION FOR BASKTEBALL COURT IMPROVEMENTS

WHEREAS, The City of Tonka Bay owns and operates Manitou Park; and

WHEREAS, the basketball court located in Manitou Park is in a state of disrepair and needs improvements; and

WHEREAS, the City of Tonka Bay is centrally located within municipalities surrounding Lake Minnetonka; and

WHEREAS, the City of Tonka Bay has no park reservation policy and allows all residents and non-residents to freely enjoy park amenities during hours of operation; and

WHEREAS, residents in the City of Woodland are free and encouraged to enjoy and use all park amenities located within Tonka Bay; and

WHEREAS, the City of Woodland supports the City of Tonka Bay's application to the Hennepin Youth Sports Program to assist with funds for repairs and upgrades.

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

ADOPTED at a regular meeting of the Woodland City Council this 10 day of October, 2011.

James S. Doak, Mayor

ATTEST:

Shelley J. Souers, City Clerk



REQUEST FOR ACTION

WOODLAND CITY COUNCIL

MEETING DATE: October 10, 2011

FROM: Gus Karpas, Zoning Administrator

SUBJECT: Public Hearing - Ordinance 9-21; Amendment of Section 900.14 of the Zoning Ordinance to Bring the City in Compliance with State Statutes.

OVERVIEW/BACKGROUND

On May 6, 2011 the new law regarding variance authority went into effect. The League of Minnesota Cities (LMC) suggests that an argument can be made that the statutory language pre-empts inconsistent local ordinance provisions, so cities can apply the new law immediately without necessarily amending the ordinance first. However, the LMC recommends that it would be best for cities to revisit their ordinance provisions and considering adopting language that mirrors the new state statute.

I have amended the draft language as discussed at the September Council meeting, including the removal of references to the Shoreland Management and Wetland Ordinances which are intertwined with the Zoning Ordinance and rewording the final section addressing extensions.

COUNCIL ACTION: Hold a Public Hearing on the first reading of the proposed amendment. The City Council may 1) amend the proposed ordinance and hold a second reading at their November reading, 2) accept the proposed language and act on the ordinance, waiving the second reading or 3) choose not to take action on the proposed amendment, therefore leaving the ordinance as it currently reads.

900.14 Variances.

Subd. 1. Scope. This section applies to all exceptions to the requirements of this Code, except where the paragraph stating the requirement calls for a different permitting process, e.g., Special Use Permit. Any persons may request variances from the literal provisions of the zoning ordinance, shoreland management district ordinance, wetland ordinance and other applicable zoning regulation in instances where their strict enforcement would cause practical difficulties because of circumstances unique to the individual property under consideration.

Subd. 2. Ordinance provisions to Which Variances May Be Granted. The City Council may consider variances to the following types of regulations under the zoning code and other applicable zoning regulations and no others:

1. To vary the applicable lot area, lot width, and lot depth.
2. To vary the applicable bulk regulations, including maximum height, lot coverage, and minimum yard requirements.
3. To vary off-street parking and off-street loading requirements.
4. To vary the regulations relating to restoration of damaged or destroyed nonconforming structures.
5. To interpret zoning district boundaries on official zoning maps and otherwise make interpretations of the zoning ordinance, shoreland management district ordinance, wetland ordinance and other related zoning regulations.

Subd. 2. Evidence. ~~The City Council may grant variances from the strict application of the provisions of this Chapter and impose conditions and safeguards in the variance so granted, but no variance shall be granted unless the evidence presented discloses all of the following facts:~~

~~(a) The subject matter of the application is within the scope of this Section.~~

~~(b) Strict enforcement would cause undue hardship because:~~

~~(1) The property cannot be put to a reasonable use without the variance.~~

~~(2) The circumstances causing the hardship were not created by the owner.~~

~~(3) The variance, if granted, will not alter the essential character of the locality; and~~

~~(4) Economic considerations alone are not the basis of the hardship.~~

~~(c) The circumstances causing the hardship are unique to the individual property under consideration.~~

~~(d) The granting of the variance is in keeping with the spirit and intent of the Code and consistent with the City's Comprehensive Plan.~~

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Subd. 3. Practical Difficulties Standard. "Practical difficulties," as used in connection with the granting of a variance, means:

(a) that the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance;

(b) the plight of the landowner is due to circumstances unique to the property not created by the landowner;

(c) and the variance, if granted, will not alter the essential character of the locality.

(d) Economic considerations alone do not constitute practical difficulties.

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

Subd. 4. Variance Standard. A variance to the requirements of the zoning code and other related zoning controls shall only be permitted when they are in harmony with the general purposes and intent of the ordinance and when the variances are consistent with the comprehensive plan. Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the zoning ordinance.

Subd. 5. Findings. The Council, in considering a request for a variance, shall adopt findings addressing the following questions:

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

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

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

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

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

Subd. 6. Conditions. No variance may be granted that would allow any use that is not allowed in the zoning district in which the subject property is located. The Council may impose conditions in the granting of variances. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance. Violation of such conditions shall be a violation of the zoning code and subject to the enforcement provisions thereof.

Subd. 3 7. Application. Written application for a variance is to be made to the Clerk and accompanied by the filing fee in the amount stated in Section 305.02.

Subd. 4 8. Council Consideration. The Council will consider the application and hold a public hearing on the matter within 60 days after receipt of the application. The Council will by motion grant or deny the application according to the provisions of Subdivision 2 3 of this Section and will make a record in the minutes stating its conclusions with respect to each of the findings required under Subdivision 3.

Subd. 9. Required Vote. No variance shall be granted by the Council except upon an affirmative majority vote of the entire City Council acting as the Board of Adjustment and Appeals.

Subd. 5 10. Notice. The Clerk will publish notice of the Council meeting at which the variance application will be heard in the City's official newspaper at least 10 days prior to the Council meeting, and will mail such notice at least 10 days prior to the Council meeting to all persons who own property within 500 feet of the perimeter of the lot in question, to the applicant and to the Council Members. Failure of a property owner to receive notice shall not invalidate any proceedings on a variance request provided a bonafide attempt has been made to comply with the notice requirements of this ordinance.

Subd. 11. Reconsideration. Whenever an application for a variance has been considered and denied, a similar application for a variance affecting the same property by the applicant, their successors or assigns, shall not be considered a second time by the City Council, acting as the Board of Adjustments and Appeals, for at least six (6) months from the date of its denial; unless the Board of Adjustment and Appeals vote for reconsideration of the matter upon a vote of not less than four-fifths of the entire Board of Adjustments and Appeals.

Subd. 12. Recovery of Legal and Administrative Costs. In addition to the initial application fee as may be established from time to time by the City Council, the applicant in making any application for variance agrees to pay all legal fees, engineering fees, consultant fees, and other administrative costs the City may incur in conjunction with the processing of the variance application. No building permit shall be issued on a granted variance until such costs have been paid in full.

Subd. 6 13. Expiration. If a variance is granted for a property and the applicant does not commence the construction of the structure for which it was granted is ~~not commenced~~ within one year after the date of the Council Resolution approving the variance, the variance will expire and will be of no further force and effect. The applicant may request an extension of the approval. The request must be submitted in writing showing a good faith attempt to complete the structure for which the approval was granted and a fee, as established in Section 305 must be paid. The request for an extension may not exceed one year and shall be subject to the review and approval of the City Council.

ORDINANCE NO. 09-21

AN ORDINANCE AMENDING SECTION 900.14 OF THE WOODLAND CODE

The City Council of the City of Woodland, Minnesota, ordains:

Section 1. Section 900.14 of the Woodland Code is amended to read as follows:

900.14 Variances.

Subd. 1. Scope. This section applies to all exceptions to the requirements of this Code, except where the paragraph stating the requirement calls for a different permitting process, e.g., Special Use Permit. Any persons may request variances from the literal provisions of the zoning ordinance, shoreland management district ordinance, wetland ordinance and other applicable zoning regulation in instances where their strict enforcement would cause practical difficulties because of circumstances unique to the individual property under consideration.

Subd. 2. Ordinance provisions to Which Variances May Be Granted. The City Council may consider variances to the following types of regulations under the zoning code and other applicable zoning regulations and no others:

1. To vary the applicable lot area, lot width, and lot depth.
2. To vary the applicable bulk regulations, including maximum height, lot coverage, and minimum yard requirements.
3. To vary off-street parking and off-street loading requirements.
4. To vary the regulations relating to restoration of damaged or destroyed nonconforming structures.
5. To interpret zoning district boundaries on official zoning maps and otherwise make interpretations of the zoning ordinance, shoreland management district ordinance, wetland ordinance and other related zoning regulations.

Subd. 3. Practical Difficulties Standard. "Practical difficulties," as used in connection with the granting of a variance, means:

- (a) that the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance;
- (b) the plight of the landowner is due to circumstances unique to the property not created by the landowner;
- (c) and the variance, if granted, will not alter the essential character of the locality.
- (d) Economic considerations alone do not constitute practical difficulties.
- (e) For existing developments, not served with municipal sewer and water, a complying sewage treatment system is present for the intended use of the property. The variance, if issued, must require reconstruction of a nonconforming sewage treatment system.

Subd. 4. Variance Standard. A variance to the requirements of the zoning code and other related zoning controls shall only be permitted when they are in harmony with the general purposes and intent of the ordinance and when the variances are consistent with the comprehensive plan. Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the zoning ordinance.

Subd. 5. Findings. The Council, in considering a request for a variance, shall adopt findings addressing the following questions:

- (a) Is the variance in harmony with the purposes and intent of the ordinance?
- (b) Is the variance consistent with the comprehensive plan?
- (c) Does the proposal put property to use in a reasonable manner?
- (d) Are there unique circumstances to the property not created by the landowner?
- (e) Will the variance, if granted, alter the essential character of the locality?

Subd. 6. Conditions. No variance may be granted that would allow any use that is not allowed in the zoning district in which the subject property is located. The Council may impose conditions in the granting of variances. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance. Violation of such conditions shall be a violation of the zoning code and subject to the enforcement provisions thereof.

Subd. 7. Application. Written application for a variance is to be made to the Clerk and accompanied by the filing fee in the amount stated in Section 305.02.

Subd. 8. Council Consideration. The Council will consider the application and hold a public hearing on the matter within 60 days after receipt of the application. The Council will by motion grant or deny the application according to the provisions of Subdivision 3 of this Section and will make a record in the minutes stating its conclusions with respect to each of the findings required under Subdivision 3.

Subd. 9. Required Vote. No variance shall be granted by the Council except upon an affirmative majority vote of the entire City Council acting as the Board of Adjustment and Appeals.

Subd. 10. Notice. The Clerk will publish notice of the Council meeting at which the variance application will be heard in the City's official newspaper at least 10 days prior to the Council meeting, and will mail such notice at least 10 days prior to the Council meeting to all persons who own property within 500 feet of the perimeter of the lot in question, to the applicant and to the Council Members. Failure of a property owner to receive notice shall not invalidate any proceedings on a variance request provided a bonafide attempt has been made to comply with the notice requirements of this ordinance.

Subd. 11. Reconsideration. Whenever an application for a variance has been considered and denied, a similar application for a variance affecting the same property by the applicant, their successors or assigns, shall not be considered a second time by the City Council, acting as the Board of Adjustments and Appeals, for at least six (6) months from the date of its denial; unless the Board of Adjustment and Appeals vote for reconsideration of the matter upon a vote of not less than four-fifths of the entire Board of Adjustments and Appeals.

Subd. 12. Recovery of Legal and Administrative Costs. In addition to the initial application fee as may be established from time to time by the City Council, the applicant in making any application for variance agrees to pay all legal fees, engineering fees, consultant fees, and other administrative costs the City may incur in conjunction with the processing of the variance application. No building permit shall be issued on a granted variance until such costs have been paid in full.

Subd. 13. Expiration. If a variance is granted for a property and the applicant does not commence the construction of the structure for which it was granted within one year after the date of the Council Resolution approving the variance, the variance will expire and will be of no further force and effect. The applicant may request an extension of the approval. The request must be submitted in writing showing a good faith attempt to complete the structure for which the approval was granted and a fee, as established in Section 305 must be paid. The request for an extension may not exceed one year and shall be subject to the review and approval of the City Council.

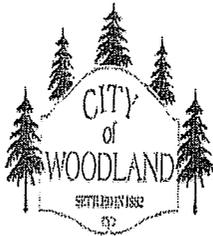
Section 2. Effective Date. This Ordinance shall be effective as of its date of publication.

Adopted by the Woodland City Council on October 10, 2011, and published in the paper of the MN Sun Publications on October __, 2011.

James S. Doak, Mayor

ATTEST:

Shelley J. Souers, City Clerk



REQUEST FOR ACTION

WOODLAND CITY COUNCIL

MEETING DATE: October 10, 2011

FROM: Gus Karpas, Zoning Administrator

SUBJECT: Public Hearing - Ordinance 9-22; Amendment of Section 900.15(7) of the Zoning Ordinance to Include Expiration and Extension Language in the Special Use Permit Provisions.

OVERVIEW/BACKGROUND

The City of Woodland has discussed the inclusion of an expiration clause for Special Use Permits and currently have a fee in place. I have attached draft language which would require the use for which a special use permit was issued be in place within one year, unless an extension is granted. Absent an extension, the approval is null and void.

COUNCIL ACTION: Hold a Public Hearing on the first reading of the proposed amendment. The City Council may 1) amend the proposed ordinance and hold a second reading at their November reading, 2) accept the proposed language and act on the ordinance, waiving the second reading or 3) choose not to take action on the proposed amendment, therefore leaving the ordinance as it currently reads.

900:15 Special Use Permits.

Proposed Amendment with Changes Shown

Subd. 7. Expiration. ~~If a special use permit is granted and the structure for which it was granted is not constructed or erected within one year after the special use permit is granted,~~ If the applicant does not commence the authorized use or improvement within one year of the date the special use permit is issued the special use permit will expire and will be of no further force or effect. The applicant may request an extension of the approval. The request must be submitted in writing showing a good faith attempt to complete or utilize the approval permitted by the special use permit and a fee, as established in Section 305 must be paid. The request for an extension may not exceed one year and shall be subject to the review and approval of the City Council.

Proposed Amendment as it Would Appear in the Ordinance

Subd. 7. Expiration. If the applicant does not commence the authorized use or improvement within one year of the date the special use permit is issued the special use permit will expire and will be of no further force or effect. The applicant may request an extension of the approval. The request must be submitted in writing showing a good faith attempt to complete or utilize the approval permitted by the special use permit and a fee, as established in Section 305 must be paid. The request for an extension may not exceed one year and shall be subject to the review and approval of the City Council.

ORDINANCE NO. 09-22

AN ORDINANCE AMENDING SECTION 900.15 OF THE WOODLAND CODE

The City Council of the City of Woodland, Minnesota, ordains:

Section 1. Section 900.15(7) of the Woodland Code is amended to read as follows:

Subd. 7. Expiration. If the applicant does not commence the authorized use or improvement within one year of the date the special use permit is issued the special use permit will expire and will be of no further force or effect. The applicant may request an extension of the approval. The request must be submitted in writing showing a good faith attempt to complete or utilize the approval permitted by the special use permit and a fee, as established in Section 305 must be paid. The request for an extension may not exceed one year and shall be subject to the review and approval of the City Council.

Section 2. Effective Date. This Ordinance shall be effective as of its date of publication.

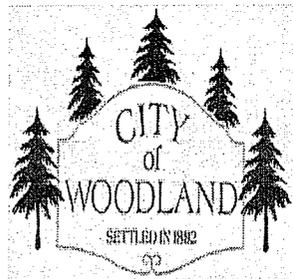
Adopted by the Woodland City Council on October 10, 2011, and published in the paper of the MN Sun Publications on October __, 2011.

James S. Doak, Mayor

ATTEST:

Shelley J. Souers, City Clerk

MEMORANDUM



WOODLAND CITY COUNCIL

MEETING DATE: October 10, 2011
FROM: Shelley Souers, City Clerk
SUBJECT: Delinquent Sewer & Water Utilities

OVERVIEW

Each Year the Council reviews delinquent utility balances and approves additional penalties to be applied to delinquent utility statements. Council approves that any unpaid utilities be certified to the property taxes for collection through bi-annual property tax payments.

The ordinance dictates a penalty of \$20 per item (sewer and water), a total of \$40 in additional penalties may be applied to each outstanding utility account.

All persons with delinquent utility accounts have been sent two written notices of their account balance and information regarding the deadline to settle the account prior to penalties and certification to the property tax roles.

Persons are given until Thursday, November 17 to pay delinquent charges, including penalties, to avoid placement on the tax rolls. Unpaid delinquent utilities will be assessed to the 2012 property taxes and subject to 8% interest accruing from December 1, 2011.

ACTION: Motion to adopt Resolution No. 20-2011, assessing penalties to delinquent utilities and directing delinquent water and sewer charges to be placed on the 2012 property tax rolls.

City of Woodland
RESOLUTION NO. 20-2011
A RESOLUTION DIRECTING DELINQUENT WATER AND SEWER CHARGES
TO BE PLACED ON THE 2012 PROPERTY TAX ROLLS

WHEREAS, Woodland City Code provides for the City to place delinquent water and sewer charges on the succeeding year property tax rolls for the specified properties; and

WHEREAS, the City Council of the City of Woodland has caused a notice to be published fixing the time and place of the meeting to pass upon the proposed assessment roll for delinquent sewer and water charges as described in the Notice of Hearing published September 29, 2011 in the Minnesota Sun Publications and the notice of such assessment has been mailed to the affected property owners; and

WHEREAS, all persons have had an opportunity to be heard in connection with said assessment.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOODLAND:

1. That the assessment roll, as prepared by the City Clerk is properly assessed and hereby approved and the assessments are determined to be assessments for the services therein included against the specified properties set forth in Exhibit A.
2. That the Hennepin County Special Assessment Division is hereby authorized to place the delinquent water and sewer charges on the property tax rolls, payable in 2012 and that each unpaid assessment shall bear interest at the rate of eight percent (8%) per annum accruing on the full amount from December 1, 2011, together with a service charge of \$2.50 on each assessment, against the specified properties set forth in Exhibit A.

Levy No. 18036 Delinquent Sewer Utility Charges
Levy No. 10837 Delinquent Water Utility Charges
3. That each unpaid assessment shall bear a penalty of \$20.00 per item per Ordinance No. 1200.06, Subd. 6 and 1205.04 (total of \$40.00).
4. Prior to certification of the assessment to the County Auditor, the owner of any lot, piece or parcel of land assessed hereby may at any time pay the whole of such assessment, inclusive of the penalties, to the City Clerk, but no interest shall be charged if such payment is made prior to certification to the County.
5. The City Clerk is hereby directed to certify such assessments to the County Auditor for collection and remittance to the City in the same manner as assessments for local improvements.

Adopted this 10th of day of October, 2011 by the City Council of the City of Woodland.

James S. Doak, Mayor

ATTEST:

Shelley Souers, City Clerk
water & sewer assessment file/ Delinquent Utility Resolution

6A



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

October 4, 2011

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

Re: Stone Arch Road Improvements

Honorable Mayor and City Council:

As authorized at the September 12th council meeting, we have reviewed the condition of Stone Arch Road and have considered options for improving the quality of the roadway. Our review included performing a topographic survey of the area and a geotechnical evaluation consisting of six soil borings. The following is a summary of our findings along with recommendations for your consideration.

Existing Conditions

Stone Arch Road is currently a bituminous surfaced street, generally 11 to 12 feet wide, with no shoulders. The street elevation for all except the easterly 80 feet is at about elevation 931.50. The ordinary high water (OHW) of Lake Minnetonka is 929.40 and the 100 year flood elevation is 931.50. Therefore, the street is essentially at the flood elevation.

The runoff from street and adjacent areas drains to the wetlands and pond adjacent to the street. The water level in the pond on the north side of the street was approximately 929.3 when the survey was done. This was about 0.8 foot higher than the level of Lake Minnetonka at that time. The yard areas along the north side of the west end of Stone Arch Road are very flat and, along with the road, have poor surface drainage. Ruts and ridges along the edge of the bituminous surface result in water being retained on the street.

The soil borings show the existing street section consists of 2½ to 4 inches of bituminous surface and 3½ to 11 inches of aggregate base. The subgrade soils, in general, consist of silty and clayey sands. The ground water elevation was found about 2.7 feet below the surface, which is about the same as the water elevation of the pond.

The combination of high water table and fine-grained subgrade soils results in the soil expanding when it freezes. This is commonly called frost heave. The saturated soil has low stability in the spring, which results in deterioration of the bituminous surface.

Figure No. 1 is an aerial photo of the Stone Arch Road neighborhood and also shows the existing elevation contours.

Proposed Improvement

The typical solution to the drainage and road stability problems that exist on Stone Arch Road consists of reconstruction of the road. This includes replacing the fine-grained subgrade soil with select granular borrow (sand) and installation of storm sewer and drintile which removes surface water and ground water, respectively. In



this case, the surface elevations are so close to the Lake Minnetonka water elevation that there is no location to outlet the storm sewer and draitile.

To improve the drainage from the street, it is proposed to raise the street elevation by about 0.5 foot to elevation 932.0 and to reconstruct the street with the section shown on Figure 2. The topographic survey and reconstruction are shown on Figure 3. The proposed street section includes a 12-inch layer of select granular borrow as recommended in the geotechnical report. This, in combination with raising the street elevation, should reduce but may not eliminate frost heave. The proposed street width is 12 feet, essentially the same as the existing width. Widening the east portion of the street would require tree removal and would likely impact wetlands. The driveways provide locations where vehicles can pass on the one-lane street.

Figure 3 also shows reconstructing the culvert under the driveway to 2750 Stone Arch Road and lowering the west end by about 0.6 foot. This will allow construction of a shallow drainage swale west to the driveway of house number 2700. This will improve the surface drainage when the water level in the pond is below the culvert. However, during high pond water level, the water may back up into the swale. This improvement will only improve drainage for the area adjacent to the swale. The culvert replacement and a portion of the swale construction would be on private property and would require an easement or agreement. The proposed improvements maintain the existing drainage patterns.

The total estimated project cost for the above described improvements is \$88,111, as detailed in the attached tabulation.

Optional Improvement

Providing a more positive solution to the poor surface drainage and high ground water level on the west portion of Stone Arch Road will require construction of draitile and a pump station as shown on Figure 4. This would be similar to a basement sump pump and would allow pumping surface and ground water from below the proposed swale and culvert elevation. A shear gate is proposed on the driveway culvert which can be closed during high water levels to prevent the pond from backing up into the swale area. The pump station will have a capacity of 300 gallons per minute and will discharge into the pond. The driveway to house number 2750 would provide a dike to contain the pond during high water levels. The draitile will have filter aggregate extending up to the ground surface to allow surface water to percolate down to the draitile. Private draitiles could be extended from draitile along the street to address drainage problems on private property.

The pump station and piping will be shallow and not protected from freezing. Therefore, the pump will need to be removed over the winter. When conditions allow in the spring, the pump can be installed and the pump station will draw down the water in the soil and any ponded water.

The total estimated project cost for the pump station and draitile option is \$49,055, as detailed on the attachment. Combining this with the proposed street and drainage improvements results in a total project cost of \$137,166.

Summary and Conclusions

To improve the condition and long term durability of Stone Arch Road it is recommended that the road be reconstructed at an elevation about ½ foot higher than the existing condition. The improved road structured should include a granular borrow subgrade to minimize frost heaves. In addition, the culvert under the driveway at 2750 would be lowered to improve drainage on the west side of the driveway. The drainage on private property may also be improved with the construction of a draitile and pump station system. Much of the work required to improve drainage in the area would be performed on private property, therefore, easements and/or temporary agreements will be needed to complete the work.



October 3, 2011
City of Woodland
Page 3

I will be at the Council Meeting on October 10th to discuss our findings and recommendations with the Council. Please let me know if you have any questions before then.

Sincerely,
BOLTON & MENK, INC.

David P. Martini, P.E.
Principal Engineer

Enclosures

CITY OF WOODLAND
 STONE ARCH ROAD STREET & DRAINAGE IMPROVEMENTS
 PROJECT COST ESTIMATE
 October 4, 2011

Item No.	Item	Qty.	Unit	Amount	Total
1	BITUMINOUS STREET REMOVAL	880	SY	\$ 4.00	\$ 3,520.00
2	BITUMINOUS DRIVEWAY REMOVAL	180	SY	\$ 5.00	\$ 900.00
3	SAW CUT BITUMINOUS	200	LF	\$ 2.00	\$ 400.00
4	10" CMP CULVERT REMOVAL	1	LS	\$ 300.00	\$ 300.00
5	COMMON EXCAVATION (EV)	480	CY	\$ 12.00	\$ 5,760.00
6	SUBGRADE EXCAVATION (EV)	30	CY	\$ 15.00	\$ 450.00
7	SELECT GRANULAR BORROW (LV)	560	CY	\$ 22.00	\$ 12,320.00
8	AGGREGATE BASE, 100% CRUSHED	460	TON	\$ 18.00	\$ 8,280.00
9	2" BITUMINOUS BASE COURSE	140	TON	\$ 70.00	\$ 9,800.00
10	1 1/2" BITUMINOUS WEAR COURSE	1,060	SY	\$ 7.00	\$ 7,420.00
11	12" CMP CULVERT	24	LF	\$ 30.00	\$ 720.00
12	12" GALVANIZED STEEL APRONS	2	EA	\$ 200.00	\$ 400.00
13	RAISE MANHOLE CASTING BY ADDING BARREL SECTION	5	EA	\$ 1,200.00	\$ 6,000.00
14	EXTERNAL CHIMNEY SEALS	5	EA	\$ 200.00	\$ 1,000.00
15	6" HYDRANT EXTENSION	2	EA	\$ 250.00	\$ 500.00
16	SILT FENCE, PRE-ASSEMBLED	600	LF	\$ 2.00	\$ 1,200.00
17	SOD WITH TOPSOIL	760	SY	\$ 6.00	\$ 4,560.00
18	EROSION CONTROL BLANKET WITH TOPSOIL AND SEED	340	SY	\$ 3.00	\$ 1,020.00
				SUB TOTAL	\$ 64,550.00
				MOBILIZATION - 5%	\$ 3,227.50
				TOTAL ESTIMATED CONSTRUCTION COST	\$ 67,777.50
				ESTIMATED SOFT COSTS AND CONTINGENCIES - 30%	\$ 20,333.25
				TOTAL ESTIMATED PROJECT COST	\$ 88,110.75

CITY OF WOODLAND
 STONE ARCH ROAD STREET & DRAINAGE IMPROVEMENTS
 OPTION - ADD SEASONAL PUMP STATION & DRAINTILE
 PROJECT COST ESTIMATE
 October 4, 2011

Item No.	Item	Qty.	Unit	Amount	Total
1	12" SHEAR GATE ON CULVERT	1	EA	\$ 500.00	\$ 500.00
2	6" PERFORATED DRAIN TILE WITH GEOTEXTILE & COURSE FILTER AGGREGATE	500	LF	\$ 15.00	\$ 7,500.00
3	PUMP STATION CONSTRUCTION	1	LS	\$ 8,000.00	\$ 8,000.00
4	PUMP AND ELECTRICAL CONTROLS	1	LS	\$ 15,000.00	\$ 15,000.00
5	ELECTRICAL CONSTRUCTION	1	LS	\$ 2,000.00	\$ 2,000.00
6	ELECTRICAL SERVICE	1	LS	\$ 500.00	\$ 500.00
7	2" PVC FORCEMAIN	80	LF	\$ 15.00	\$ 1,200.00
8	ADDITIONAL BITUMINOUS DRIVEWAY REMOVAL	28	SY	\$ 5.00	\$ 140.00
9	AGGREGATE BASE, 100% CRUSHED	18	TON	\$ 18.00	\$ 324.00
10	GEOTEXTILE FABRIC	34	SY	\$ 2.00	\$ 68.00
11	2" BITUMINOUS BASE COURSE	4	TON	\$ 70.00	\$ 280.00
12	1 1/2" BITUMINOUS WEAR COURSE	28	SY	\$ 7.00	\$ 196.00
13	SILT FENCE	25	LF	\$ 2.00	\$ 50.00
14	SOD WITH TOPSOIL	30	SY	\$ 6.00	\$ 180.00
				SUB TOTAL	\$ 35,938.00
				MOBILIZATION - 5%	\$ 1,796.90
				TOTAL ESTIMATED CONSTRUCTION COST	\$ 37,734.90
				ESTIMATED SOFT COSTS AND CONTINGENCIES - 30%	\$ 11,320.47
				TOTAL ESTIMATED PROJECT COST	\$ 49,055.37

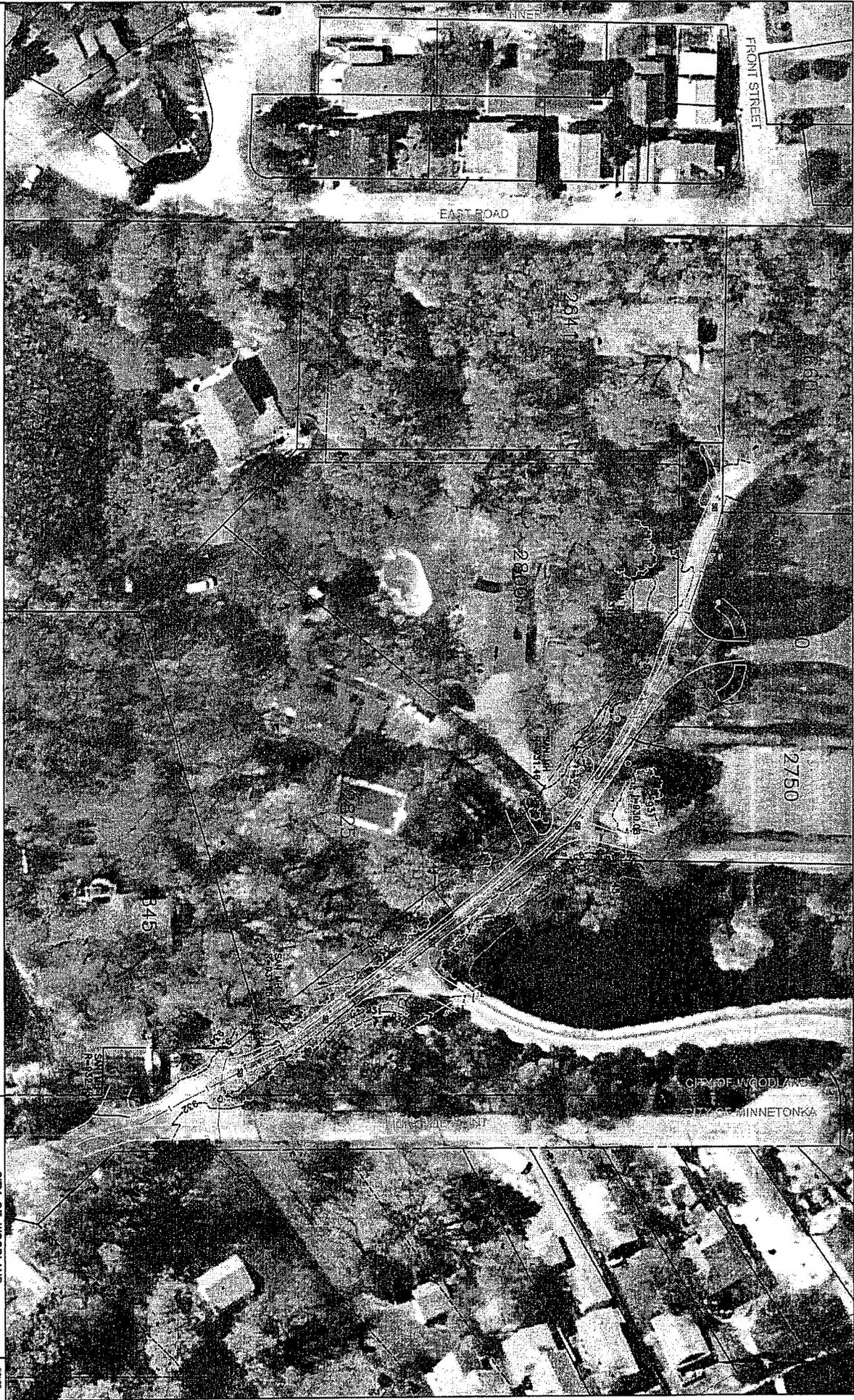
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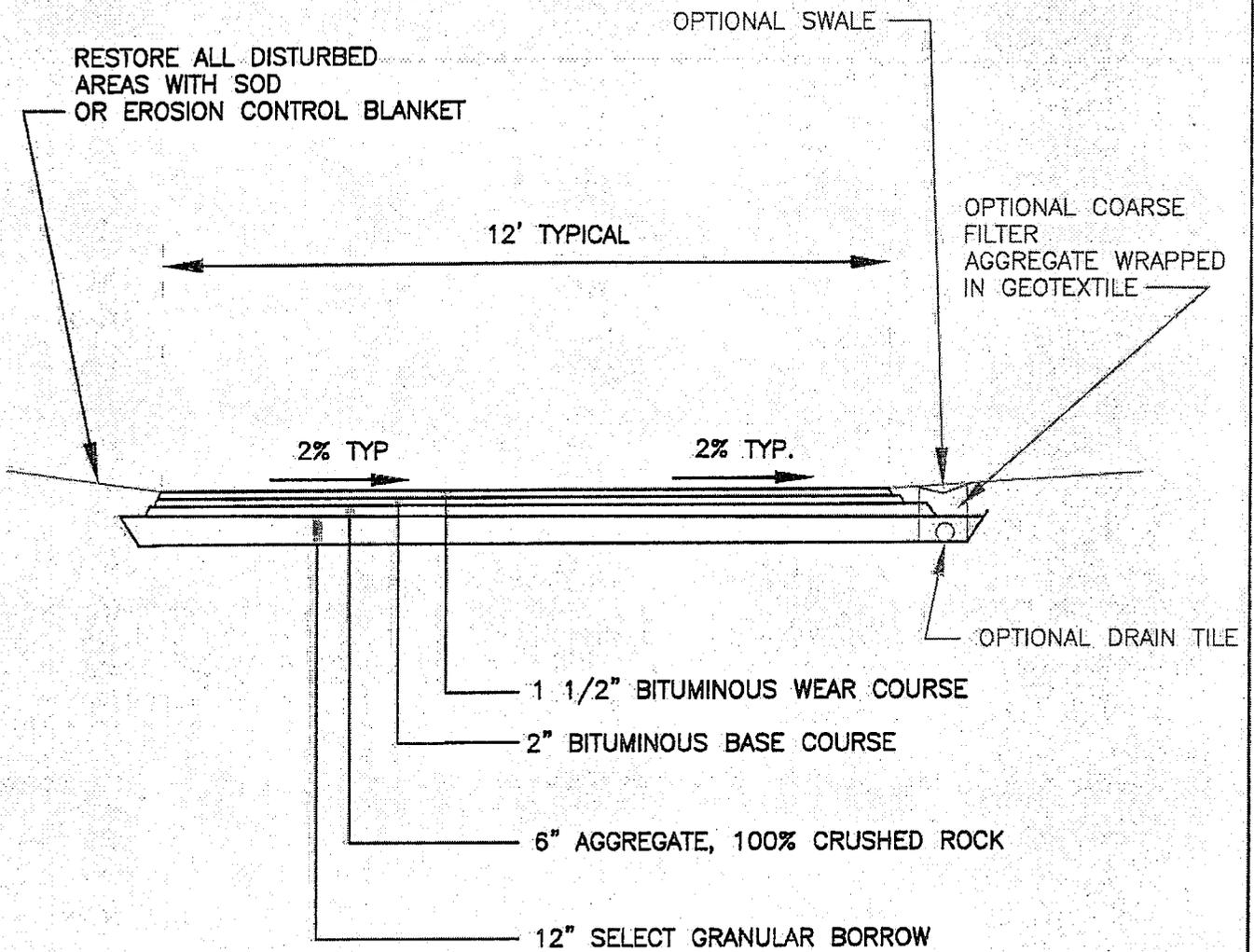
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FEET

BOLTON & MENK, INC.
Consulting Engineers & Surveyors
MINNETONKA, MN 55345
CHRYSLER, MN 55325, ILM, WISCONSIN, MN 55389, ILM, MINNESOTA, MN 55345, IA

CITY OF WOODLAND
STONE ARCH ROAD
STREET & DRAINAGE IMPROVEMENTS
EXISTING CONDITIONS

1





PROPOSED STREET SECTION

NOT TO SCALE



BOLTON & MENK, INC.
 Consulting Engineers & Surveyors

MANKATO, MN FAIRMONT, MN SLEEPY EYE, MN BURNSVILLE, MN WILLMAR,
 MN CHASKA, MN RAMSEY, MN MAPLEWOOD, MN BRAINERD, MN AMES, IA

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CITY OF WOODLAND
 STONE ARCH ROAD
 PROPOSED STREET SECTION

OCTOBER, 2011

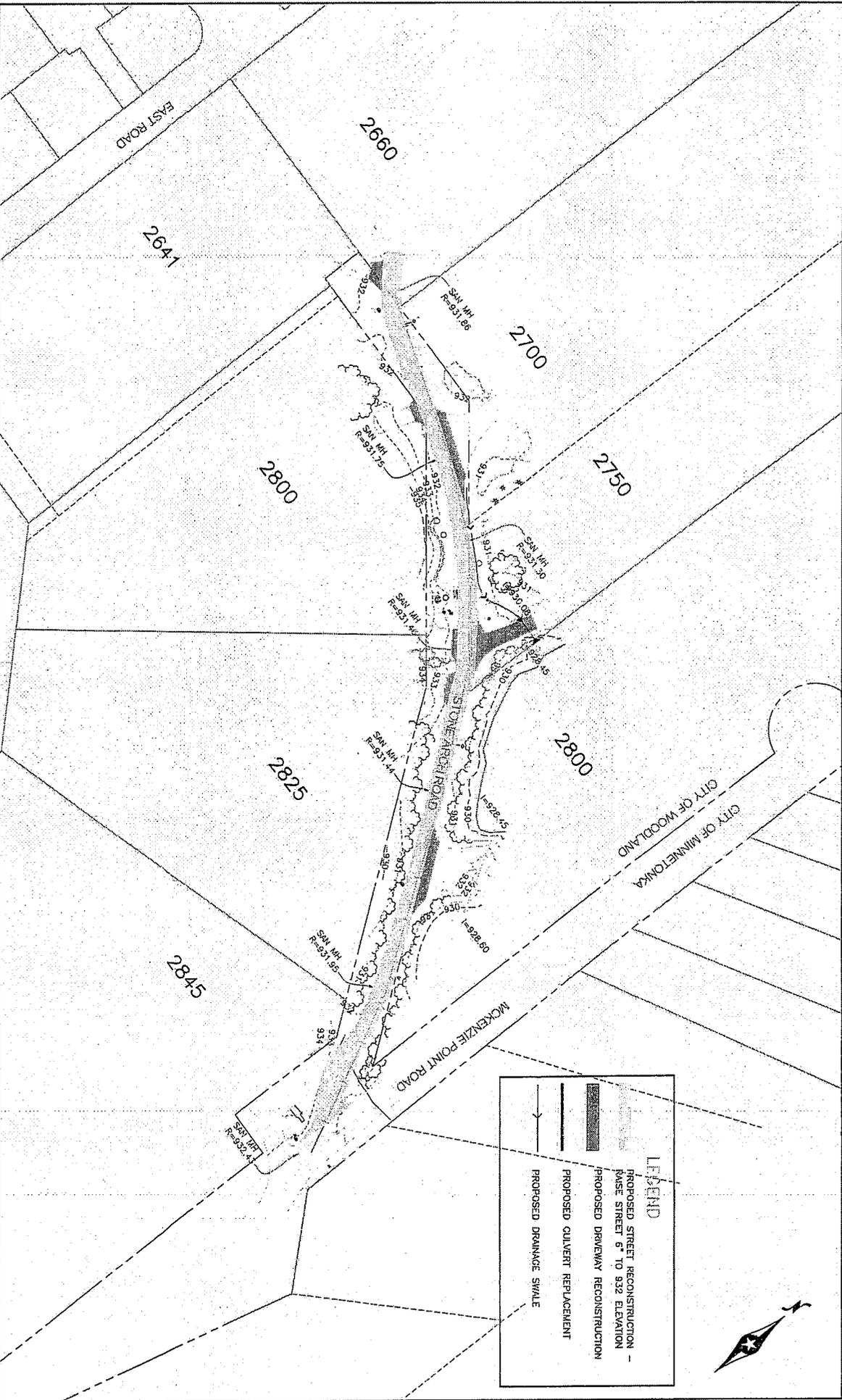
FIGURE 2

Project & Issue No. 2011-01-001, at Stone Arch Road
 15/06/2011 09:37 AM (GMT-05:00) SHEET: 3 (SUPERIMPOSED) SMC 10/7/11 RJS



BOLTON & MENK, INC.
 Consulting Engineers & Surveyors
 MANOJ, IAN FERRIS, IAN SLETT, IAN WILSON, IAN BIRCHALL, IAN
 CHUCK, IAN ROSS, IAN DOREWOOD, IAN BRIDGES, IAN AINS, IAN

CITY OF WOODLAND	PAGE
STONE ARCH ROAD	
PROPOSED STREET & DRAINAGE IMPROVEMENTS	3

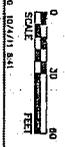


LEGEND

- PROPOSED STREET RECONSTRUCTION - RAISE STREET 6" TO 932 ELEVATION
- PROPOSED DRIVEWAY RECONSTRUCTION
- PROPOSED CULVERT REPLACEMENT
- PROPOSED DRAINAGE SWALE

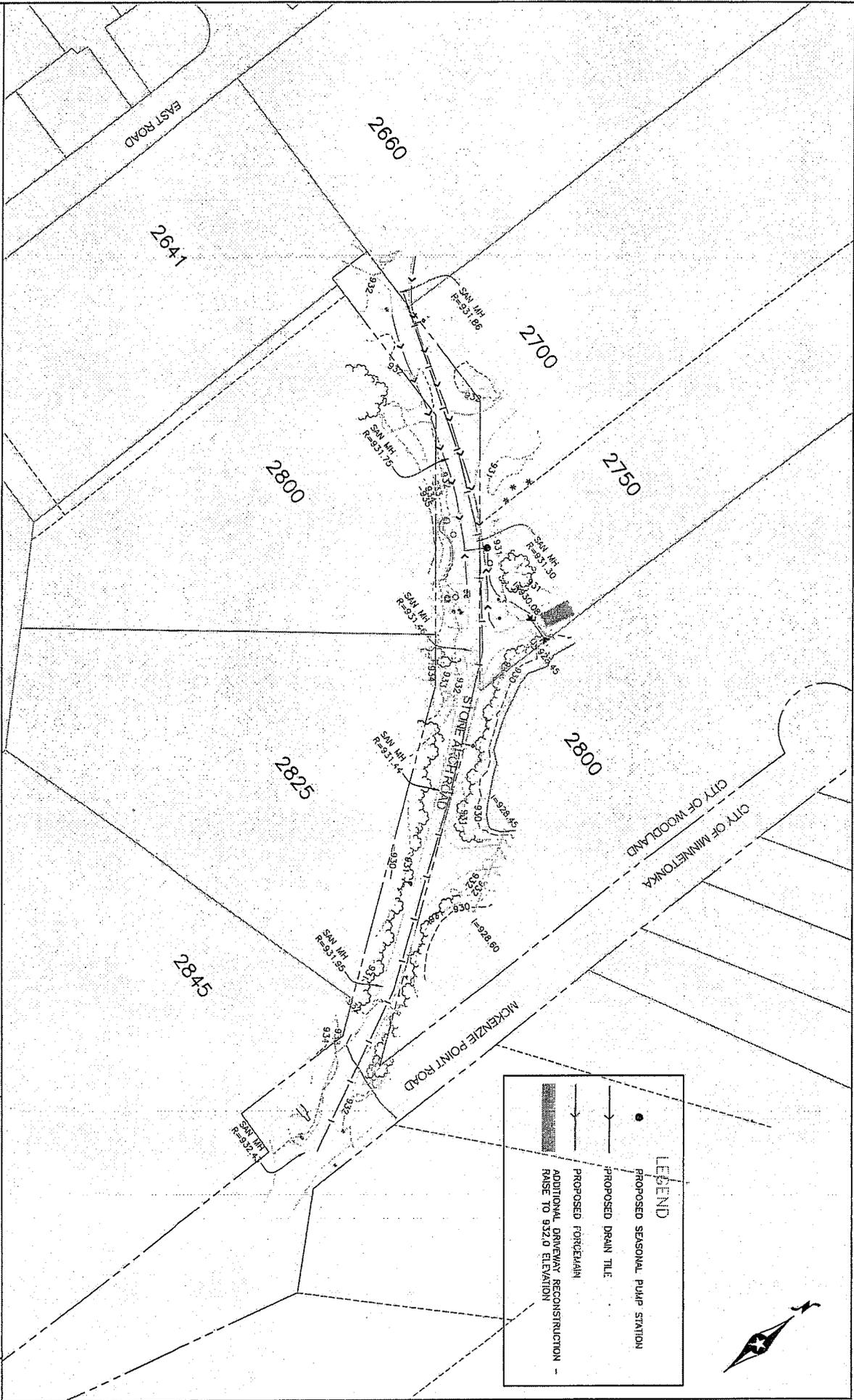


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 PROJECT: STORMWATER MANAGEMENT PLAN FOR THE CITY OF WOODLAND
 DATE: 02/11/11 S-1



BOLTON & MENK, INC.
 Consulting Engineers & Surveyors
 10000 JAY ROAD, SUITE 100, WOODLAND, CA 95694
 (916) 865-1100 FAX (916) 865-1101

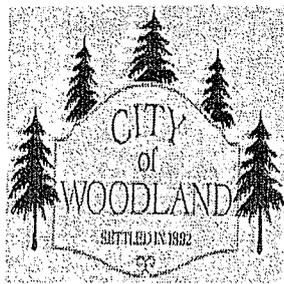
CITY OF WOODLAND
 STONE ARCH ROAD
 OPTIONAL DRAINAGE IMPROVEMENTS



LEGEND

- PROPOSED SEASONAL PUMP STATION
- PROPOSED DRAIN TILE
- PROPOSED FOREDRAIN
- ADDITIONAL FOREDRAIN RECONSTRUCTION - RAISE TO 522.0 ELEVATION





WOODLAND CITY COUNCIL

MEETING DATE: October 10, 2011

FROM: Shelley Souers, City Clerk

SUBJECT: Ordinances 5-4 and 3-16, Amending the City Code as it Pertains to Overweight Vehicles

OVERVIEW

Ordinances 5-4 and 3-16; Amending the City Code as it Pertains to Overweight Vehicles

Staff has been concerned for a number of years that contractors, specifically those with larger projects, have not been obtaining the proper permits for the overweight vehicles associated with their construction projects. Due to the make-up of our roads they are more susceptible to damage by overweight trucks.

Staff is proposing two ordinance amendments to help ensure the appropriate fees are being collected.

The first change would amend Section 500.04 which gives the City the authority to require overweight permits. The proposed change would put this responsibility on the Zoning Coordinator, rather than the police department, and would specifically require a fee be paid. The current ordinance does not indicate a fee is required. I have attached a sheet showing the existing ordinance, a strike out version showing the amendments and a final clean copy of the ordinance as it would appear in the code book.

The second change deals directly with the fee itself and adding it to Chapter 3 of the code. Currently the City charges a fee of \$10.00 per round trip for overweight vehicles. Staff does not believe this fee adequately reflects the potential damage to the City streets. The proposed amendment would raise the fee up to \$50.00 for an individual round trip, with a blanket fee of 20% of the building permit fee for construction projects in excess of \$20,000.

Using a \$400,000 single family home project as an example, the proposed weight restriction waiver fee added to the permit would be \$534.75, or about 53 round trips for the project. This number of trips may seem like a lot, but if you consider the fact that a construction project of that magnitude requires significant grading work, numerous loads of concrete, multiple dumpsters and various other overweight vehicles, the number of actual trips accumulate quickly.

As of July 31st of this year, the City has collected a total of \$20.00 in load limit permit fees. This amount in no way reflects the actual number of overweight vehicles our roads had to endure. Using the proposed ordinance amendment, the City would have

90

collected \$828.80 up front for just those projects exceeding \$20,000 in value. Construction projects less than \$20,000 and various other projects such as landscaping would still be required to obtain permits on a per trip basis. Enforcement would remain the same since the proposed ordinance still requires that sub-contractors provide proof of a permit in their vehicles.

One last amendment would authorize the issuance of individual round trip permits during March 1 – May 1 at an increased rate of \$500.00.

Action

- 1) Move to adopt Ordinances 5-4 and 3-16, direct staff to publish the amendments.
- 2) Propose amendments to Ordinances 5-4 and 3-16, direct staff to bring the new language before the Council.
- 3) Reject the ordinances and make no changes to the code.

Example: \$20,000 building permit fee = \$ 321.25 (20% load limit charge would be \$64.25)

ORDINANCE 3-16

**AN ORDINANCE RELATING TO FEES, AMENDING SECTION 305 OF THE
WOODLAND CODE TO INCLUDE LOAD LIMIT FEES**

The City Council of Woodland, Minnesota, ordains:

Section 1. Section 305.02, is amended to read as follows:

<u>Fee No.</u>	<u>Code No.</u>	<u>Purpose of Fee</u>	<u>Amount</u>
6	305.02	Load Limit Fee: Per Trip Special Operating Permit	\$50.00 (\$500 March 1 - May 1)
7	305.02	Load Limit Fee: Blanket Special Operating Permit	20% of the Building Permit Fee for all projects over \$20,000 in value. Not available March 1 – May 1

Section 2. Existing fees will be renumbered to reflect the amendment.

Section 3. Effective Date. This ordinance shall be effective as of its date of publication.

Adopted by the Woodland City Council on October 10, 2011, and published in the paper of MN Sun Publications on October __, 2011.

James S. Doak, Mayor

ATTEST:

Shelley J. Souers, City Clerk

ORDINANCE NO. 5-4

AN ORDINANCE AMENDING SECTION 500.04 OF THE WOODLAND CODE

The City Council of the City of Woodland, Minnesota, ordains:

Section 1. Section 500.04 of the Woodland Code is amended to read as follows:

500.04 Special Permits. The Zoning Coordinator or their authorized agent, may in their discretion, issue a written permit authorizing the moving of a vehicle having a gross weight on any single axle exceeding 8,000 pounds on designated streets. The application must be in writing showing good cause for the permit. The required fee as outlined in Chapter 3 of this code must be paid prior to the permit being valid. In addition, the application must specifically describe the vehicle or vehicles, loads to be moved, particular streets for which the permit is requested and the period of time for which the permit is requested. If a permit is issued, limitations and conditions of operation of the vehicle or vehicles may be prescribed to prevent undue damage to streets. The permit must be carried in the vehicle to which it refers and the vehicle will be open to inspection by any police officer or authorized agent of the Chief of Police.

Section 2. Effective Date. This Ordinance shall be effective as of its date of publication.

Adopted by the Woodland City Council on October 10, 2011, and published in the paper of the MN Sun Publications on October __, 2011.

James S. Doak, Mayor

ATTEST:

Shelley J. Souers, City Clerk

7B

CITY OF WOODLAND

RESOLUTION NO. 22-2011

A RESOLUTION IN SUPPORT OF THE MINNEHAHA CREEK WATERSHED DISTRICT (MCWD) TO TAKE ON THE LEADERSHIP OF COORDINATING AND IMPLEMENTING, IN CONJUNCTION WITH THE LAKE MINNETONKA CONSERVATION DISTRICT (LMCD), A COMPREHENSIVE AQUATIC INVASIVE SPECIES (AIS) PROGRAM IN THE REGION

WHEREAS, the City of Woodland recognizes aquatic invasive species (AIS) in lakes pose real, and negative impacts; and

WHEREAS, the Council supports the development of a regional comprehensive Aquatic Invasive Species (AIS) program by the Minnehaha Creek Watershed District (MCWD); and

WHEREAS, by City of Woodland encourages and supports the involvement of other experienced entities such as the Lake Minnetonka Conservation District (LMCD); Department of Natural Resources (DNR); and other lake association stewardship programs.

BE IT FURTHER RESOLVED that the City Council of the City of Woodland supports the MCWD's ongoing efforts and leadership in coordinating and implementing a comprehensive AIS program in the region.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WOODLAND, Minnesota, this 10 day of October 2011.

James S. Doak, Mayor

ATTEST:

Shelley Souers, City Clerk



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.

10/5/11

Administrator Shelley Souers
City of Woodland
20225 Cottagewood Rd
Deephaven, MN 55331

Dear Administrator Souers,

As you know, aquatic invasive species (AIS) are a significant threat to our region's lakes, rivers and Minnehaha Creek. Left unmanaged, they will negatively impact local businesses, communities and the ability to enjoy boating, fishing, swimming and the valuable natural resources of this area. While AIS are a growing concern across the state, there is local urgency to find community solutions. Time is running out to prevent their spread to water that is not yet infested.

AIS are best handled on a statewide basis. However, given the challenges facing the state, the Minnehaha Creek Watershed District (MCWD) is in a position to help address this issue locally. If we are proactive in developing regional solutions, we may be able to reduce the spread of AIS while protecting our community's most valuable natural resources in a way that could become a model for the rest of Minnesota.

In August, the City of Shorewood City Council took the first step toward supporting a regional approach by passing a Resolution asking the MCWD to lead the management of AIS control and prevention across the watershed. The Shorewood City Council firmly believes a single entity covering a more regional area is best suited to pursue potential solutions to this problem.

Although specific programs have yet to be determined, the MCWD has begun the process of amending its comprehensive plan which sets the framework to put AIS management plans in place. Prior to investing money in such an approach, the MCWD Board of Managers wants to know if you support a district-wide AIS management program.

With your support, the MCWD is ready and willing to lead on this issue – utilizing our staff, scientific expertise and financial resources. In keeping with our regional reach and MCWD's mission to protect water quality, we will partner with local communities like yours to lead a transparent process, ensure public input is heard and implement a regional approach. If we act now, solutions and pilot projects could be introduced in time for the 2012 summer recreation season.

Please join us in developing a region-wide plan to protect the waterways in our community by passing a Resolution to address the spread of AIS. We respectfully request a response by November 30, 2011.

Whether or not your Council has approved a Resolution addressing the spread of AIS, I'd be delighted to come and speak to your Council about how the MCWD can help protect the region's lakes and streams from AIS. I'll be contacting you in the coming days to see if you'd be interested in a presentation.

Please contact me at 952-471-0590 with any questions you may have on this issue:

Sincerely,



Eric Evenson
Administrator
Minnehaha Creek Watershed District

Enclosure

A Region-Wide Approach is Needed to Manage and Prevent the Spread of Aquatic Invasive Species

Aquatic Invasive Species (AIS) are non-native, harmful plants, animals or microscopic organisms that can be transported easily and spread aggressively in local lakes, rivers and streams.

Zebra mussels, Eurasian watermilfoil and other AIS pose a significant threat to the Minnehaha Creek Watershed. For example, between 2010 and 2011, zebra mussels spread from just a few areas of Lake Minnetonka to nearly the entire lake.



AIS Threaten Recreation, Wildlife, Businesses

- AIS spread quickly and easily from lake to lake via watercraft, equipment and individuals – sometimes undetected.
- AIS harm water quality, ecosystems, fish and wildlife.
- Without immediate action, AIS will spread to all lakes, rivers and streams in the watershed, causing irreversible harm to fishing, swimming, businesses and natural areas.

We Need a Coordinated Plan to Manage and Prevent AIS

- AIS cannot be stopped once they infest lakes, rivers or streams, but we can prevent their spread to clean bodies of water.
- Due to growing statewide concerns, the DNR, state policymakers and others will be forced to take a more aggressive approach. If we are proactive and develop good solutions locally, we may be able to reduce the spread of AIS in a way that could be a model for the rest of the state.
- MCWD is ready and willing to lead a regional approach – utilizing our staff, scientific expertise and other resources. We will conduct a transparent and public discussion to develop solutions.

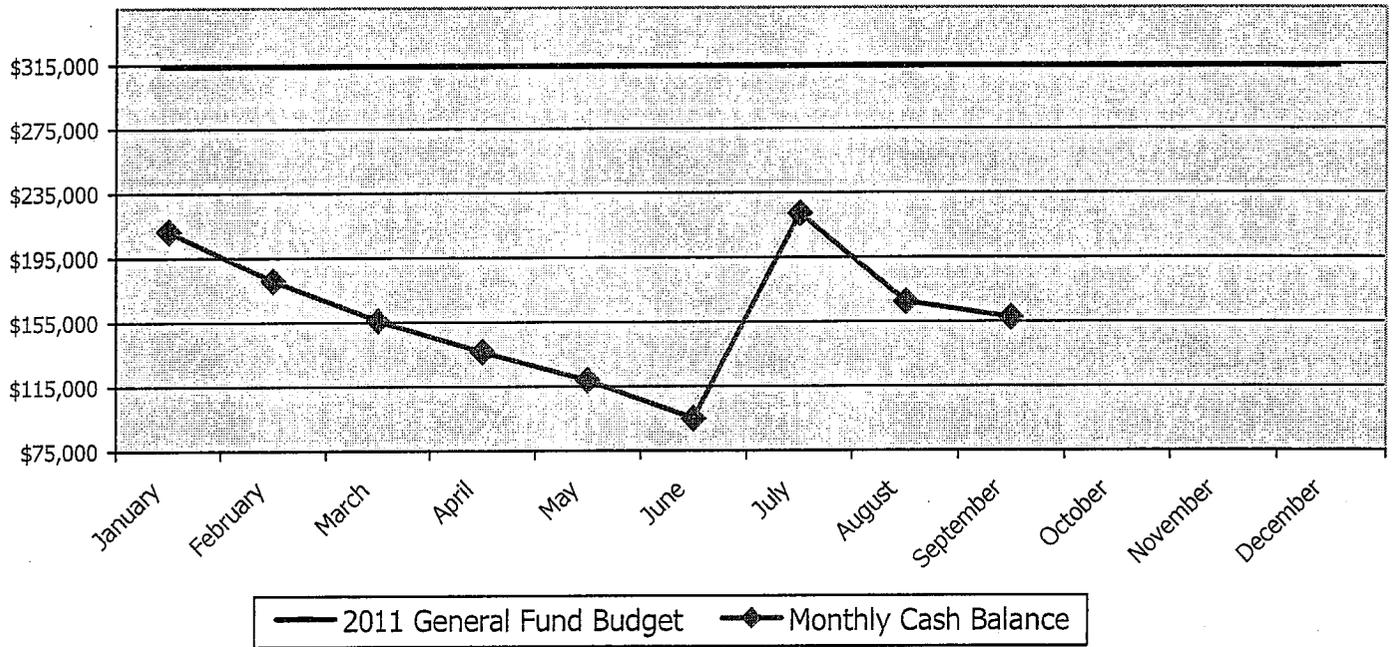
Join the Discussion:

- Learn more by visiting www.minnehahacreek.org
- Talk to local officials in your community about this issue
- Participate in public discussion in the coming months



MINNEHAHA CREEK
WATERSHED DISTRICT
QUALITY OF WATER, QUALITY OF LIFE

City of Woodland General Fund Cash Balance vs. Budget



Month	Cash Balance	General Fund Budget	% of Budget
January	\$211,437	\$313,903	67.36%
February	\$180,840	\$313,903	57.61%
March	\$156,004	\$313,903	49.70%
April	\$136,405	\$313,903	43.45%
May	\$118,700	\$313,903	37.81%
June	\$95,174	\$313,903	30.32%
July	\$222,246	\$313,903	70.80%
August	\$167,493	\$313,903	53.36%
September	\$157,517	\$313,903	50.18%
October		\$313,903	0.00%
November		\$313,903	0.00%
December		\$313,903	0.00%

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

CITY OF WOODLAND TREASURERS REPORT

SEPTEMBER 2011

FUND		ASSETS	LIABILITIES	TOTAL FUND BALANCE
101	GENERAL	\$ 157,517.21	\$ -	\$ 157,517.21
401	STREET IMPROVEMENT	\$ 50,212.97		\$ 50,212.97
601	WATER	\$ 201,033.16	\$ 105,843.00	\$ 95,190.16
602	SEWER	\$ 699,938.86	\$ 283,767.64	\$ 416,171.22
		\$ 1,108,702.20	\$ 389,610.64	\$ 719,091.56
	EXCESS FUNDS		\$ 719,091.56	
	BALANCE		\$ 1,108,702.20	
		CHECKING ACCOUNT	FUND ACCOUNT	
	BEGINNING BALANCE	\$ 10,033.84	\$ 362,922.73	
	TOTAL DEPOSITS	\$ 5,146.84	\$ -	
	COURT FINES - ACH DEP	\$ -		
	INTEREST	\$ 0.41	\$ 31.97	
	ACH UTILITY PMTS RECEIVED	\$ -		
	HENNEPIN CNTY SETTLEMENT	\$ -		
	TRNFR - FUND TO CKG	\$ 24,469.91	\$ (24,469.91)	
	TRNFR -CKG TO FUND	\$ (5,257.65)	\$ 5,257.65	
	TOTAL CHECKS	\$ (24,434.94)	\$ -	
	ACH UTILITY BILL SVC FEE	\$ (3.00)		
	ENDING BALANCE	\$ 9,955.41	\$ 343,742.44	
	GENERAL FUND CASH	\$ 157,517.21		
	STREET IMPROVEMENT	\$ 50,212.97		
	WATER FUND CASH	\$ (7,232.28)		
	SEWER FUND CASH	\$ 153,249.95		

CITY OF WOODLAND
 TREASURER'S REPORT
 FUND CASH BALANCES
 9/30/2011

Fund	8/31/2011 Cash Balance	Monthly Revenues	Monthly Expenses	Monthly * Liabilities	9/30/2011 Cash Balance
General Fund	\$ 167,493.00	\$ 4,145.00	\$ 14,121.00	\$ -	\$ 157,517.00
Street Improvement	\$ 60,372.00	\$ -	\$ 10,159.00	\$ -	\$ 50,213.00
Water * Water Loan - Principal	\$ (7,595.00)	\$ 363.00	\$ -	\$ -	\$ (7,232.00)
Sewer * Sewer Loan - Principal	\$ 152,736.00	\$ 672.00	\$ 158.00	\$ -	\$ 153,250.00
Total	\$ 373,006.00	\$ 5,180.00	\$ 24,438.00	\$ -	\$ 353,748.00

CITY OF WOODLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2011

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>TAXES</u>					
101-31010	CURRENT AD VALOREM	.00	148,662.56	300,682.00 (152,019.44)	49.44
101-31020	DELINQUENT AD VALOREM	.00	4,994.70	.00 4,994.70	.00
101-31040	FISCAL DISPARITIES	.00	.00	.00 .00	.00
101-31800	SURCHARGE REVENUE	.00	.00	.00 .00	.00
101-31910	PENALTIES	.00	.00	.00 .00	.00
<hr/>					
	TOTAL TAXES	.00	153,657.26	300,682.00 (147,024.74)	51.10
<hr/>					
<u>LICENSES & PERMITS</u>					
101-32160	PROFESSIONAL LICENSE	.00	550.00	500.00 50.00	110.00
101-32210	BUILDING PERMIT FEES	.00	18,272.13	4,000.00 14,272.13	456.80
101-32240	ANIMAL LICENSE	.00	75.00	50.00 25.00	150.00
101-32250	PARKING PERMITS	10.00	250.00	300.00 (50.00)	83.33
101-32260	OTHER PERMITS (ISTS)	.00	20.00	400.00 (380.00)	5.00
<hr/>					
	TOTAL LICENSES & PERMITS	10.00	19,167.13	5,250.00 13,917.13	365.09
<hr/>					
<u>INTERGOVERNMENTAL AID</u>					
101-33402	HOMESTEAD CREDIT	.00	.00	.00 .00	.00
101-33423	GOVERNMENT AID - LGA	.00	.00	.00 .00	.00
101-33610	HENNEPIN COUNTY ROAD AID	.00	.00	1,271.00 (1,271.00)	.00
101-33620	CDBG MONIES	.00	.00	.00 .00	.00
101-33630	RECYCLING GRANT	1,602.00	1,602.00	1,500.00 102.00	106.80
<hr/>					
	TOTAL INTERGOVERNMENTAL AID	1,602.00	1,602.00	2,771.00 (1,169.00)	57.81
<hr/>					
<u>PUBLIC CHARGES FOR SERVICE</u>					
101-34103	ZONING & SUBDIVISIONS	.00	450.00	500.00 (50.00)	90.00
101-34107	ASSESSMENT SEARCHES	.00	.00	.00 .00	.00
101-34207	FALSE ALARM FEES	.00	1,000.00	1,500.00 (500.00)	66.67
101-34960	REFUNDS	.00	.00	.00 .00	.00
<hr/>					
	TOTAL PUBLIC CHARGES FOR SERVICE	.00	1,450.00	2,000.00 (550.00)	72.50
<hr/>					
<u>FINES & FORFEITURES</u>					
101-35101	COURT FINES	.00	1,632.50	1,200.00 432.50	136.04
<hr/>					
	TOTAL FINES & FORFEITURES	.00	1,632.50	1,200.00 432.50	136.04
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CITY OF WOODLAND
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2011

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	32.38	1,298.37	1,000.00	298.37	129.84
101-36210 STONE ARCH DONATION	800.00	800.00	.00	800.00	.00
101-36220 OTHER INCOME	1,700.00	5,673.78	1,000.00	4,673.78	567.38
TOTAL SPECIAL ASSESSMENTS	2,532.38	7,772.15	2,000.00	5,772.15	388.61
<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	4,144.38	185,281.04	313,903.00	(128,621.96)	59.02

CITY OF WOODLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2011

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	47.00	300.00	253.00	15.67
101-41100-433 DUES/SUBSCRIPTION	.00	285.00	.00	(285.00)	.00
101-41100-439 COUNCIL/CONTINGENCY/MISC	.00	.00	200.00	200.00	.00
TOTAL COUNCIL	.00	332.00	760.00	428.00	43.68
<u>ELECTIONS</u>					
101-41200-103 ELECTION SALARIES	.00	.00	.00	.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	81.59	40.00	(41.59)	203.98
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	.00	.00	.00
101-41200-319 EQUIPMENT MAINTENANCE	.00	301.00	325.00	24.00	92.62
101-41200-322 POSTAGE	.00	.00	15.00	15.00	.00
101-41200-372 MEALS	.00	.00	.00	.00	.00
101-41200-419 POLLING PLACE RENTAL	.00	.00	.00	.00	.00
101-41200-439 ELECTION/CONTINGENCY	.00	.00	.00	.00	.00
TOTAL ELECTIONS	.00	382.59	505.00	122.41	75.76
<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	464.48	600.00	135.52	77.41
101-41400-219 OPERATIONAL SUPPLIES-OTHER	.00	217.87	350.00	132.13	62.25
101-41400-308 ZONING COORDINATOR SERVICES	612.98	1,475.84	2,200.00	724.16	67.08
101-41400-309 PROFESSIONAL SVCS - OTHER	.00	119.40	125.00	5.60	95.52
101-41400-310 CLERICAL SERVICES	3,773.33	33,959.97	45,280.00	11,320.03	75.00
101-41400-322 POSTAGE	.00	253.00	500.00	247.00	50.60
101-41400-351 PUBLISHING/LEGAL NOTICES	.00	494.49	1,500.00	1,005.51	32.97
101-41400-371 TRAINING/MISC	.00	.00	75.00	75.00	.00
101-41400-439 CLERK-CONTINGENCY	3.00	49.43	.00	(49.43)	.00
101-41400-530 CAP OUTLAY-IMP OTHER THAN	.00	.00	.00	.00	.00
TOTAL CONTRACTED SERVICES	4,389.31	37,034.48	50,630.00	13,595.52	73.15

CITY OF WOODLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2011

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>ASSESSOR CONTRACT</u>					
101-41500-309 ASSESSOR CONTRACT	736.00	6,517.00	8,500.00	1,983.00	76.67
TOTAL ASSESSOR CONTRACT	736.00	6,517.00	8,500.00	1,983.00	76.67
<u>LEGAL SERVICES</u>					
101-41600-304 LEGAL SERVICES/GENERAL	434.00	1,160.00	10,000.00	8,840.00	11.60
101-41600-305 LEGAL SVCS/PROSECUTION	.00	941.57	2,000.00	1,058.43	47.08
TOTAL LEGAL SERVICES	434.00	2,101.57	12,000.00	9,898.43	17.51
<u>AUDIT SERVICES</u>					
101-41700-301 AUDITING	.00	10,410.00	10,410.00	.00	100.00
TOTAL AUDIT SERVICES	.00	10,410.00	10,410.00	.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	8,443.41	75,990.69	101,321.00	25,330.31	75.00
TOTAL PUBLIC SAFETY EXPENSES	8,443.41	75,990.69	101,321.00	25,330.31	75.00
<u>FIRE PROTECTION</u>					
101-42200-309 FIRE PROTECTION	.00	23,166.00	23,166.00	.00	100.00
101-42200-319 PROF SVC - FIRE MARSHALL INSP	.00	.00	.00	.00	.00
TOTAL FIRE PROTECTION	.00	23,166.00	23,166.00	.00	100.00
<u>ENGINEERING FEES</u>					
101-42600-303 ENGINEERING FEES	.00	5,843.00	12,000.00	6,157.00	48.69
TOTAL ENGINEERING FEES	.00	5,843.00	12,000.00	6,157.00	48.69

CITY OF WOODLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2011

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	(2,359.44)	.00	.00	.00	.00
TOTAL PUBLIC WORKS EXPENSES	(2,359.44)	.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	1,175.00	1,893.04	350.00 (1,543.04)	540.87
101-43900-309 PROFESSIONAL SERVICES	.00	.00	.00	.00	.00
101-43900-310 SWEEPING/ROADS/MISC	.00	6,725.88	4,000.00 (2,725.88)	168.15
101-43900-311 STORM SEWER/MISC CLEANUP	.00	.00	150.00	150.00	.00
101-43900-312 SNOW PLOWING CONTRACTURAL	.00	31,370.50	25,000.00 (6,370.50)	125.48
101-43900-313 TREES/MOWING CONTRACTURAL	.00	4,599.22	8,000.00	3,400.78	57.49
101-43900-319 PROF SERVICES - SEPTIC SYSTEMS	.00	4,097.00	5,000.00	903.00	81.94
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	1,175.00	48,685.64	42,500.00 (6,185.64)	114.55
<u>PARKS CONTRACT SERVICES</u>					
101-49000-309 MISC.-PROFESSIONAL SRVCS	.00	.00	800.00	800.00	.00
101-49000-310 RECYCLING CONTRACT	781.44	7,032.96	9,650.00	2,617.04	72.88
101-49000-319 PROF SERVICE-METRO WEST	.00	.00	.00	.00	.00
101-49000-369 INSURANCE	.00	3,064.00	3,200.00	136.00	95.75
101-49000-433 DUES & SUBSCRIPTIONS	521.00	5,105.00	6,690.00	1,585.00	76.31
101-49000-438 DEER CONTROL	.00	.00	.00	.00	.00
101-49000-439 CONTINGENCY	.00	5.00	500.00	495.00	1.00
TOTAL PARKS CONTRACT SERVICES	1,302.44	15,206.96	20,840.00	5,633.04	72.97
<u>TRANSFERS</u>					
101-49300-720 TRANSFERS OUT	.00	30,000.00	31,271.00	1,271.00	95.94
TOTAL TRANSFERS	.00	30,000.00	31,271.00	1,271.00	95.94
<u>TOTAL FUND EXPENDITURES</u>					
	14,120.72	255,669.93	313,903.00	58,233.07	81.45

CITY OF WOODLAND
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2011

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
NET REVENUES OVER EXPENDITURES	(9,976.34)	(70,388.89)	.00	(186,855.03)	.00