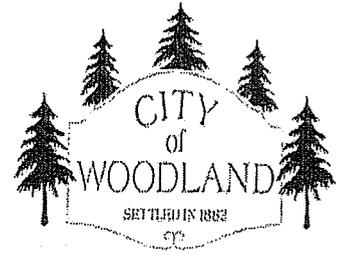


CITY OF WOODLAND
City Council Agenda

Monday, December 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 November 13, 2012; Regular Council Meeting

B. Multiple Dog Permit Renewal

- Ciampa – 18150 Shavers Lane
- Skalle – 17650 Breezy Point Road
- Johnson – 2855 Breezy Heights Road

C. Resolution No. 28-2012; 17737 Maple Hill Road, Chris & Mindy Keenan

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. PUBLIC HEARING

A. Budget Hearing to Adopt the 2013 General Fund Budget and Tax Levy

- Resolution No. 29-2012; Adopting the Final 2013 Budget
- Resolution No. 30-2012; Adopting the Final Tax Levy collectible in 2013

6. NEW BUSINESS

A. County Commissioner Jan Callison – Annual Updates

B. Fred Meyer; LMCD Update & AIS Control Plan

C. Minnehaha Creek Watershed District AIS Plan

D. Tree Service Contract for 2013

7. OLD BUSINESS

A. Resolution No. 26-2012; Felton Welch Estate Preliminary Plat

B. Resolution No. 27-2012; Felton Welch Estate Final Plat

C. Spring Season Load Limit Discussion (March 1- May 1 Road Restrictions)

D. Road Use Surcharge Fee Discussion

E. Coal Tar Sealant Ordinance 04-14; First Reading

8. MAYOR'S REPORT

9. 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

**WOODLAND
CITY COUNCIL MINUTES
Tuesday, November 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, John Massie, Mike Jilek and Chris Rich

Staff: Zoning Administrator Gus Karpas, Chief of Police Cory Johnson, City Attorney Joel Jamnik and City Clerk Shelley Souers.

Guests: Tom Newberry, Greg Felton, Christine Meyer, Richard Salmela, Tracy Kirby, Tim Lovett, Wade and Katherine Campbell, Bob Ripley, Dean Brietbach

CONSENT AGENDA

A. Minutes October 8, 2012; Regular Council Meeting

B. Appoint LMCD representative to Woodland; Resolution No. 24-2012

Council Member Carlson moved and Council Member Jilek seconded the motion to approve the consent agenda as presented. Motion carried unanimously.

PUBLIC HEARING

A. Subdivision, 2845 & 2855 Woolsey Lane: Final Plat Review

Mayor Doak recused himself from the Council and yielded the chair of the meeting to Council Member Jilek, designated Mayor Pro Tem.

Mayor Pro Tem Jilek opened the hearing.

Zoning Administrator Karpas provided an overview of the proposed subdivision which had received preliminary approval at the October meeting of the Council. The final plat divides two existing lots into four conforming, single family lots. The Plat name will be changed from Woolsey Mountain to Felton Welch Estate.

The City Engineer and City Attorney have reviewed both the preliminary and final plats at the request of Zoning Administrator Karpas. Mr. Karpas recommended the final plat be approved, subject to the condition that the City Engineer review the grade of lots 1 and 4, prior to the issuance of building permits.

Mr. Wade Campbell, 2865 Breezy Heights Road asked if each property would have a legal description.

Mr. Greg Felton, owner of 2855 Woolsey Lane and co-applicant of the subdivision, answered that each lot would be distinct and he presented a colored plat to illustrate the proposed lot divisions and the driveway easement location for lots 1 and 2. The driveways for all four lots will intersect with Woolsey Lane. No new public roads will be created.

Mrs. Katherine Campbell stated that she had submitted a written comment requesting that the existing driveway be removed prior to construction of new homes, due to her concern with construction vehicle noise.

Mr. Felton stated that the existing driveway on lots 2 and 3 would be removed before homes were constructed on lots 1 and 2. A home currently exists on lot 3. Lot 4 will probably use the existing driveway for access and construction.

There being no further comments, Mayor Pro Tem Jilek closed the public hearing.

Council Member Carlson moved to approve the Final Plat (Felton Welch Estate) and directed staff to prepare a Resolution with the condition that the City Engineer review building plans and grades on Lots 1 and 4 prior to issuance of building permits. Council Member Rich seconded the motion. Motion carried 4-0.

Mayor Doak resumed the chair position to continue the meeting.

B. Chris & Mindy Keenan, 17737 Maple Hill Road, (Hendel Homes) request variances to alter the existing grade and modify existing impervious cover to construct a new home.

Mayor Doak opened the public hearing to consider the request for multiple variances to facilitate construction of a new, single family home.

Zoning Administrator Karpas presented an overview of the request, noting that the applicants are proposing to remove an existing non-conforming single family home and construct a new single family home which would require the alteration of grade greater than three feet and would exceed the maximum permitted height based on the base elevation of the lot as it existed on June 14, 2010. The applicant is requesting variances to rebuild the decking around the pool which would encroach into the required north side yard setback and exceed the maximum permitted accessory structure area. The applicant also proposes to remove and reconstruct an existing non-conforming lakeside accessory structure within the required lake and west side yard setback.

The applicant is proposing to remove the existing walkout structure located on the property and construct a new walkout structure. The existing grade on the property varies greatly throughout the lot. The applicant proposes a maximum grade alteration of eight feet near the southwest corner of the swimming pool. A portion of the grade alteration on the lot is necessary to comply with Section 900.13(2) of the City's ordinance which requires a minimum separation of three feet between the ordinary high water level of Shaver's Lake and bottom floor elevation.

The applicant indicates the increase in grade will be on the north side of the home between the swimming pool and the proposed home. There are a series of walls

which will step up at approximately four foot intervals from the swimming pool to the north side of the home. The applicant also proposes to alter the grade by approximately four feet in some areas along the west side of the home to create a walkout area in what is currently a look out area in the existing home. The Zoning Administrator recommended a rain garden be added to store and treat runoff.

Ms. Tracy Kirby, 3114 County Road 101, stated that she resides to the east of the subject property. Ms. Kirby noted that the existing children's play house is in disrepair and asked if the play house would be removed or repaired.

Mr. Rick Handel, owner of Hendel Homes and contractor for the Keenans stated that they intend to keep the children's play house and would consider improving the exterior appearance of the play house.

Council Member Carlson agreed that a rain garden would be beneficial to handle the run off and treat the water prior to entering Shavers Lake.

Council Member Massie agreed that the proposal is suitable for the neighborhood and supports the placement of the proposed home

Council Member Rich also agreed that the proposal will enhance the neighborhood; however, he expressed concern with the load capacity of Maple Hill Road to support the large number of truck loads of fill proposed for the development.

Mayor Doak noted that any damage caused to City streets is the responsibility of the property owners.

Mayor Doak stated that the City had adopted the ordinance limiting grade alterations to encourage owners and contractors to design houses to fit the landscape and not alter the natural landscape to fit the house. The protection of Woodland's unique natural terrain was a compelling factor in the ordinance's adoption. Mayor Doak stated that the Keenan's lot has a very uneven terrain with a great number of high and low areas, some of which are manmade. After mentally adjusting for the uneven topography, the plan is justifiable and reasonable, doing no damage to the natural state of the land.

There being no further comments, Mayor Doak closed the hearing.

Council Member Rich moved to approve the variance requests of Chris and Mindy Keenan to alter the grade five feet greater than that permitted by City Code and to exceed the maximum permitted height as measure from the grade of the lot based on the elevation on June 14, 2010 by four feet eleven inches for the proposed single family structure. And to approve the variance requests to encroach ten feet into the required thirty foot required north side yard setback and to exceed the maximum permitted accessory structure area for the proposed alteration of the swimming pool decking and to direct staff to draft Resolution for Council's review at their December 10th meeting.

Mayor Doak amended the motion to include the requirement that a rain garden be added to the swale and be approved by the Minnehaha Creek Watershed District.

Also, all construction parking be contained on the site and the City Engineer approve the drainage plan prior to construction. Council Member Massie seconded motion as amended. Motion carried 5-0.

Mayor Doak reiterated the concern expressed by Ms. Kirby, and also recommended that the play house structure be spruced up and made more presentable as part of the new construction.

NEW BUSINESS

A. Snow Removal – Breezy Heights Road

Mayor Doak thanked the Breezy Heights neighbors for participating in the Council meeting to provide input and suggestions on the snow removal along Breezy Heights Road.

Doak noted that snow removal along Breezy Heights Road is challenging due to a variety of natural features and fabricated structures. Historically the City would store snow in the west corner of the "S" curve. This area is now landscaped with plantings. The City has a commitment to safety of its residents. To maintain public safety the City has an obligation and a right to clear the street of snow. The salt sand mixture is essential to aid in melting the snow to further enhance public safety.

Mayor Doak introduced Woodland's snow plow contractor Tim Lovett.

Mr. Lovett briefly described past snow removal practices. Mr. Lovett stated that this season his team will start plowing in the "S" curve and push snow north to an open area at the end of road. The plow truck will come back into the "S" curve will push snow south down the hill. The bobcat will also be used for heavy snow loads. This technique will require the plows to back into several driveways to maneuver the snow plow trucks.

Mr. Bob Ripley, 2730 Breezy Heights Road, stated that he supports the use of the salt and sand mixture, particularly on the Breezy Point Road slope up onto County Road 101.

Mrs. Campbell stated that she appreciated the work the contractors did in the past to keep the Breezy Heights Road hill clean and sanded.

Mayor Doak distributed proposed snow removal guidelines for Breezy Heights Road which outline the City's responsibility and the responsibilities of the residents. The City will make every attempt to avoid damage to roadside amenities, but to the extent possible, residents should remove all garden amenities and clearly mark all obstructions for the safety of the plow drivers. All snow plow issues and concerns should be referred directly to the City staff and not taken up with the plow drivers. Residents should not plow snow from private property into the street. The use of

salt and sand is necessary, so salt-sensitive items along the roadside should be removed and concrete driveways should be treated to prevent damage. All residents along Breezy Heights Road will be sent a copy of the guidelines and a summary of the discussion.

Mayor Doak thanked the residents for their feedback.

B. 2013 Tree Service Agreement (Review RFPs)

The Council reviewed three quotes from tree contractors for tree removal services for a one-year contract agreement.

Council Member Rich stated that a key aspect of tree work would be emergency situations and a dependable, quick response is essential. Woodland is currently using Shorewood Tree Service.

Council Member Rich suggested that he meet with Shorewood Tree Services and Emery Tree Services to discuss their response time and emergency capabilities. Each company's bid was considered reasonable and capability and reliability factors will be discussed at the December meeting.

Council tabled the issue until the December Council meeting and will continue to use Shorewood Tree Services as an emergency contact until the Council decision.

C Canvass of Municipal Election; Resolution No. 25-2012

Council reviewed the November 6 election results for municipal Council seats and Mayor.

Council Member Jilek moved to approve Resolution No. 25-2012; approving the General Election results for Mayor and Council seats. Council Member Massie seconded the motion. Motion carried 5-0.

OLD BUSINESS

A. Load Limit Permit Discussion (continued)

Zoning Administrator Karpas provided an overview of the current road limits and spring road restrictions. The Cities of Greenwood and Deephaven adopted reduced load limits on secondary streets. Zoning Administrator Karpas provided a summary of a road use surcharge fee based on a percentage of building permit fees.

Chief Johnson asked how the Police Officers will know whether the contractor has paid the City for a load limit permit if the permits are issued as a blanket permit in conjunction with a building permit.

Mayor Doak noted that he remained concerned that basing a blanket load fee on the fees charged for building permits was difficult to justify. There appeared to be a questionable relationship between permit fees and truck loads as the value of projects increased. He requested a more tangible basis for relating blanket truck load fees and the value of projects.

Attorney Jamnik stated that using the value of the home to attach a road surcharge could be challenged. A weight surcharge is defensible versus a value based surcharge. Issuance of a permit to allow overweight vehicles must have a direct linkage to road weight and number of trips to justify the charge. Attorney Jamnik noted that this road surcharge is not done in other cities. Mayor Doak asked if a road surcharge fee based on the building permit fee as practiced in neighboring Cities is defensible.

Attorney Jamnik reiterated that there must be a direct link of the surcharge fee to heavy truck use on the City streets. Calculating a surcharge fee based on building permit charge is an indirect link to a road surcharge and could be challenged. The City should work with qualified persons to estimate the number of trips based on the nature and value of the work. The City can create a formula for the presumed number of loads based on seven and nine ton road limits.

Attorney Jamnik stated that the road surcharge (assessment) cannot exceed the benefit. The formula to calculate truck trips must have a "release valve provision" in the presumed number of trips. Contractors must have the right to appeal the presumed trips that would exceed the road limit.

Council tabled discussion to the December Council meeting.

B. Coal Tar Sealant Discussion; Draft Ordinance Review

Council reviewed the draft language regarding coal tar sealants. Council Member Carlson will share the model ordinance with the Minnehaha Creek Watershed District for their feedback.

Council tabled discussion until the December meeting.

C. Status of Request by Denny & Mary Newell

Council Member Rich moved to remove from the table the original request from the Newell family to amend the Mutual Release Agreement. Council Member Jilek seconded the motion. Motion carried 5-0.

Council agreed that any changes to the Agreement would require a transparent process, involving all impacted parties and that the forum for change would be a public hearing. The Newells have informed the City that they do not wish a public hearing and have withdrawn their request.

MAYOR'S REPORT

Doak reported that he has spoken with residents regarding the restoration of Shavers Lake. Mr. Peter Davis will visit the Council at a future meeting to discuss the preservation plans for Shavers Lake.

Mayor Doak reported that he and staff will check the dock locations along Woolsey Channel once the Lake freezes to assure compliance with the applicable ordinances.

Mayor Doak reported that he attended a Mayors' Minnetonka School District meeting. The general election may impact State funding for school districts that have employed local levies to increase funding of schools. The presumption is that public schools across the State should have level funding as a matter of fairness. State funds may also be shifted from well funded, high achieving districts to underachieving districts with the assumption that additional funding will narrow an achievement gap. Funding for special needs will also increase. Open enrollment seems secure as a concept and is very beneficial to the Minnetonka School District.

COUNCIL REPORTS

A. Ordinances, Website & LMCC
No report.

B. Roads, Signs & Trees
Council Member Rich reported that an unused culvert on Blaine Avenue was abandoned and repairs to the shoulder were completed.

C. Finance, Enterprise Funds, Intergovernmental Relations & MCWD
Council Member Carlson reported that the water and sewer rates will increase in 2013 to ensure the debt service is satisfied and ongoing maintenance is funded. Carlson reported that a recent article in the paper regarding the eleven watershed districts in the state. The State is reviewing how the watershed boards are assembled and considering boards made up of City Officials versus elected boards.

D. Public Safety & Deer Management: Council Member Massie
Council Member Massie reported a dog in Woodland was classified as "dangerous". The owners appealed and the dangerous dog classification was upheld.

Chief Johnson reported that the dog owner's primary residence is in Edina. Chief Johnson contacted the Edina Police Department regarding the dog. The Edina Police Department required that the dog owner comply with State Laws. The owner's intention is to keep the dog and register the dog in both Edina and Woodland. The owner will pay the fees associated with the dangerous dog classification prior to bringing the dog back into Woodland.

ACCOUNTS PAYABLE

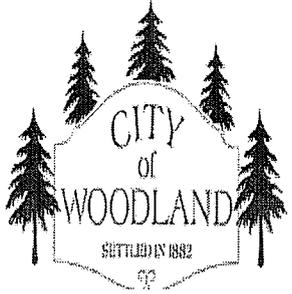
Council Member Jilek moved to approve the accounts payable as presented. Council member Rich seconded the motion. Motion carried 5-0.

TREASURER'S REPORT

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

ADJOURNMENT

Council adjourned by consent at 9:45 P.M.

	REQUEST FOR ACTION
	WOODLAND CITY COUNCIL
	MEETING DATE: December 10, 2012
FROM: Shelley Souers, City Clerk	
SUBJECT: Annual Multiple Dog Permits	

OVERVIEW/BACKGROUND

City Ordinance 405.03, allows 2 dogs per household. City Ordinance allows residents to keep more than 2 dogs, subject to an annual permit approved by the City Council.

Each year residents in Woodland that have more than 2 dogs residing at their property must obtain a multiple dog permit and renew that permit each year. The annual permit fee is \$25.

Three Woodland families have more than 2 dogs residing at their home. Notice has been sent to adjacent property owners of the location where the dogs are kept.

To date the City has not received any calls of complaint regarding the dogs residing at the addresses noted below.

Renewal Request for Multiple Dog Permit for 2013

- Keith & Cheryl Ciampa, 18150 Shavers Lane (4 dogs)
- Hans & Sara Skalle, 17650 Breezy Point Road (3 dogs)
- Myron Johnson, 2855 Breezy Heights Road (3 dogs)

COUNCIL ACTION

Motion to approve the consent agenda thereby approving the annual permits to keep multiple dogs belonging to the owners residing at the address listed above for 2013.

WOODLAND RESOLUTION NO. 28 - 2012

IN RE: The application of Chris Keenan for a Variance for real property located at 17737 Maple Hill Road, Woodland, Minnesota (PID No. 18-117-22 11 0036). Lot 12, Block 1 Maple Hill

WHEREAS, the applicant has made application to the City for variances to remove an existing non-conforming single family home and construct a new single family home which would require the alteration of grade greater than three feet and would exceed the maximum permitted height based on the elevation of the lot as it existed on June 14, 2010. The applicant is requesting variances to rebuild the decking around the pool which would encroach into the required north side yard setback and exceed the maximum permitted accessory structure area; and

WHEREAS, notice of public hearing was published; notice given to neighboring property owners; and a public hearing held before the City Council to consider the application; and

WHEREAS, public comment was taken at the public hearing before the City Council on November 13, 2012; and

WHEREAS, the City Council has received the staff report, and considered the application and comments of the applicant and the public.

NOW, THEREFORE, the City Council of the City of Woodland, Minnesota does hereby make the following:

FINDINGS OF FACT

1. That the real property located at 17737 Maple Hill Road, Woodland, Minnesota (PID No. 18-117-22 11 0036) is a single lot of record located within the R-1 Single Family District. This property is used for single family residential purposes.
2. The applicant is proposing to remove the existing walkout structure located on the property and construct a new walkout structure. The existing grade on the property varies greatly throughout the lot. The applicant proposes a maximum grade alteration of eight feet near the southwest corner of the swimming pool. A portion of the grade alteration on the lot is necessary to comply with Section 900.13(2) of the ordinance which requires a minimum separation of three feet between the ordinary high water level of Shaver's Lake and bottom floor elevation.

The applicant indicates the increase in grade will be on the north side of the home between the swimming pool and the proposed home. There are a series of walls which will step up at approximately four foot intervals from the swimming pool to the north side of the home. The applicant also proposes to alter the grade by approximately four feet in some areas along the west side of the home to create a walkout area in what is currently a look out area in the existing home.

Ordinance Section 900.17(4)(a) permits a maximum grade alteration of three feet. The applicant is seeking to alter the grade a maximum of eight feet for the construction of a new home and is seeking a variance to alter the grade five feet above the permitted alteration.

3. The proposed principal structure complies with all the required setbacks outlined in Section 900.09(4)(a).
4. The applicant proposes a structure height 31'-11" from the proposed grade which would normally comply with the height requirements in the city ordinance. But, the ordinance requires the measurement for to be taken from the grade as it existed on June 14, 2010. Based on that grade the applicant is proposing a height of 39'-11". That height reflects the eight feet of additional grade that is being proposed for the property.

Ordinance Section 900.13(1) permits a maximum structure height of thirty-five feet as measure by Ordinance Section 900.02(19), which requires the measurement be based on the grade of the lot on June 14, 2010. The applicant proposes a structure height of thirty-nine feet, eleven inches based on the June 14, 2010 elevation. The applicant is seeking a variance of four feet, eleven inches of the required structure height.

5. The applicants are proposing to reconfigure and slightly enlarge the existing pool decking to a more rectangle shape and enlarge and relocate the pool house. Doing so would continue the existing encroachment into the required north side yard setback.

Ordinance Section 900.09(4)(a) requires a north side yard setback of thirty feet. The applicant proposes a north side yard setback of ten feet and is requesting a variance to encroach twenty feet into the required north side yard setback to reconstruct the decking around the existing swimming pool.

6. The reconfiguration and reconstruction of the pool house triggers the need for variance to exceed the maximum permitted accessory structure area. Section 900.04(b) includes "swimming pools and recreational sports courts" as assessor structures. Because of this, the existing tennis court, which is to be removed, is counted as an existing accessory structure which would bring the total existing accessory structure area to 9,398 square feet. The proposed accessory structure area is 2,701 square feet.

Ordinance Section 900.04(2)(b)(9) states that no accessory structure or combination of accessory structures shall exceed the lesser of 1,000 square feet

of gross floor area, 1,000 square feet of footprint area or 30% of the area of the footprint of the principal structure on the lot. The lot is permitted a maximum permitted accessory structure area of 1,000 square feet of accessory structure area. ~~The applicant proposes a total accessory structure area of 2,701 square feet~~ in order to reconstruct the decking around the existing swimming pool. A variance is needed to exceed the maximum permitted accessory area by 1,701 square feet.

7. Section 900.10 of the ordinance permits a maximum structure coverage of 10% of the lot area and 25% total impervious surface area. The applicant proposes an 8.9% structure area and a 19.6% impervious surface area. The existing impervious surface area on the property has been significantly reduced from 26.9% with the removal of the tennis court.

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

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

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

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

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

The request is consistent with the Comprehensive Plan in that it maintains the residential single family use of the community and updates the city's housing stock by removing an existing smaller home and replacing it with a newer more modern structure.

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

The removal and reconstruction of a single family dwelling on the proposed lot is a reasonable use for the property which is zoned R-1 single family residential. Though the property is under the minimum required lot area, the applicant has been able to site the structure in a manner that complies with the required structure setbacks.

The variance request to alter to grade is reasonable due to the existing grades on the property which are very inconsistent. The initial need to increase the grade is required to bring the house into compliance with Section 900.13(2) of the ordinance which requires a minimum separation of three feet between the ordinary high water level of Shaver's Lake and bottom floor elevation. The applicant proposes an additional five foot of grade change on the north side of

the property to facilitate the construction of a walkout. The existing structure is a partial walkout, but the grade alteration would create a more traditional walk out. The proposed grade alteration would not have a negative impact on drainage on the lot and would improve overall drainage in the area.

Though the grade alteration is not necessary to construct a home on the lot, the proposal creates a home that fits naturally on the lot using the alternating terrain as it exists. The intent of the ordinance when it was drafted was to prevent a property owner from building up a lot and placing a home on top of it, bringing the home out of character with the neighborhood. In this case, the property owner has worked to keep the home's profile low and in keeping with the surrounding area.

The variance request to exceed the permitted height from the elevation as it existed in on June 14, 2010 is reasonable in that the existing grade is near the flood elevation and the proposed height, taken from the minimum required grade would be less than two feet above the allowable height. The height as proposed by the applicant using the new grade, is 31'-11", a full three foot below what they would normally be permitted had they not altered the grade.

The variance requests to encroach into the required north side yard setback and to exceed the permitted accessory structure area are reasonable in that the proposal is looking to clean up the existing accessory structures without increasing the existing encroachment and while reducing the overall amount of accessory structure area and impervious surface area on the lot.

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

The plight of the homeowner is created by the nature of the lot which has elevations near or below the flood elevation for Shaver's Lake. In addition, the existing elevations also seem to indicate that there have been a number of grade alterations to this property over the years so it is very difficult to know exactly what the natural lay of the land is. These are just a few of the factors that require alteration of the lot to make it suitable for construction under the current regulations.

The existing home was constructed prior to the establishment of flood elevations for Shaver's Lake, meaning it was constructed within the requirements of the time. Though the regulations have changed, the lot remains buildable since it has an established single family use on it and is consider a legal non-conforming property as it exists due to its lowest floor elevation. The applicant is proposing to increase the grade of the lot a minimum of two to three feet to comply with the lowest floor elevation requirements.

This existing lot elevation creates drainage related issues with runoff crossing the property to Shaver's Lake from adjacent properties. The proposal would allow the applicant to redirect and control this drainage in a more managed manner. Staff would recommend the Council investigate requiring the addition of a rain garden on the property to store and treat some of the runoff.

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

The proposal would agree with the essential character of the neighborhood since the applicant has worked to keep the roofline of the home down through the design of the home by putting much of the second floor under the roof. Though the house will be larger than the home that is currently on the property, it is not inconsistent with homes in the area. The existing home on the property was constructed in 1955 and based on its location so near to the flood elevation is in need of major repair.

TERMS AND CONDITIONS OF GRANT OF VARIANCE:

1. The applicant must work with the Minnehaha Creek Watershed District for the installation of a rain garden on the property to help facilitate drainage.
2. The grading and drainage plan must be approved by the City Engineer prior to the issuance of a building permit.
3. All construction parking must be contained on site.

Motion by Rich, seconded by Massie to adopt the recommendation of staff to approve the variance requests of Chris Keenan to alter the grade five feet greater than that permitted by city code and to exceed the maximum permitted height as measure from the grade of the lot based on the elevation on June 14, 2010 by four feet, eleven inches for the proposed single family structure and staff's recommendation to approve the variance requests to encroach ten feet into the required thirty foot required north side yard setback and to exceed the maximum permitted accessory structure area for the proposed alteration of the swimming pool decking as presented at 17737 Maple Hill Road. Motion carried 5-0.

ADOPTED THIS 13th DAY OF NOVEMBER, 2012 BY THE CITY COUNCIL OF WOODLAND, MINNESOTA.

James S. Doak, Mayor

ATTEST:

Shelley J. Souers, City Clerk

**WOODLAND CITY COUNCIL**

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

RECOMMENDED ACTION

- 1) Motion to adopt Resolution No. 29-2012; approving the final 2013 General Fund Budget**
- 2) Motion to adopt Resolution No. 30-2012; approving the final Tax Levy to fund the 2013 General Fund Budget.**

SUMMARY

The City Council held three budget sessions to provide staff direction to prepare a balanced budget proposal that meets council goals and maintains core services.

The proposed 2013 General Fund expenditures are estimated to be \$335,653, an increase of \$5,193 from \$330,460 budgeted in 2012. The budget is impacted by a modest increase in contracted services, which include police, public works, clerical, snow-plowing and audit services. As a result, the overall expenditures increased less than 2% from 2012.

Woodland has very limited sources of revenue, leaving the majority of the funds necessary to balance the budget, to be provided by the tax levy (property taxes). The tax levy required to fund the 2013 budget is \$320,228. This is an increase of \$10,004 (3.2%) over the 2012 levy. As in prior years the City continues to get the largest portion of the General Fund revenue from the property tax. The property tax levy represents 95% of the total fund revenue.

The County has calculated Woodland's tax capacity based on annual property valuations conducted by the City assessor. Woodland's tax capacity (or tax base) for 2013 results in a tax rate of 10.5%, this is an increase from the 2012 level of 9.6%.

Council established a Street Maintenance and Improvement Fund in 2007 and annually accrues funds for future street improvements and maintenance as needed. The City budgeted \$30,000 for street improvements in 2012 in anticipation of a major improvement to Stone Arch Road. The Council budgeted \$43,000 to develop the fund balance and provide for street improvement costs projected for 2013.

All contracted services had modest increases from 2012. Several significant changes include an increase of \$10,000 to the snow plow budget. The Council reduced the 2013 budget for engineering and legal support. The budget was also reduced for contracted fire protection costs based on the 2013 Wayzata Fire Service Agreement.

HISTORY OF TAX LEVY FROM YEAR TO YEAR

YEAR	LEVY
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	320,228

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

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.

Enterprise Funds

Enterprise funds are designed to account for business like activities. They include the water and sewer funds used to account for city utilities. Rate increases are based on the operational costs of the systems the increase in user fees dictated by the City of Minnetonka and also based on the utility rate study that was completed in 2010. These funds are not dependent on the property tax levy.

Tax Capacity Rate and Property Tax Impact

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.

CITY OF WOODLAND

RESOLUTION NO. 29-2012

A RESOLUTION ADOPTING THE 2013 BUDGET

WHEREAS, The City Council of Woodland has prepared a line item budget based on expected revenues and expenditures for 2013 (Exhibit A), and

WHEREAS, The City of Woodland has published and posted notice fixing the time and place of the Council meeting to pass the budget for 2013.

THEREFORE BE IT RESOLVED, That the City Council of the City of Woodland, County of Hennepin, Minnesota hereby approves and adopts the balanced General Fund budget for 2013.

Adopted this 10th day of December, 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

CITY OF WOODLAND

RESOLUTION NO. 30-2012

**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 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 \$ 320,228

TOTAL LEVY \$ 320,228

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 December, 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

REVENUES

	2009	2010	2011	2012	2012	2012	2013
	Actual	Actual	Actual	Budget	YTD	Projection	Budget
Taxes							
Current Ad Valorem	287,839	294,507	290,577	310,224	159,051	300,000	320,228
Delinquent Ad Valorem	3,242	11,709	4,995	0	3,282	3,200	
Penalties	0	0	0	0	-		
Total Taxes	291,081	306,216	295,572	310,224	162,333	303,200	320,228
Licenses and Permits							
Professional License	600	275	600	500	600	600	500
Building Permit Fees	8,001	12,231	19,919	8,000	3,473	7,000	8000
Animal License	600	25	100	75	50	50	75
Parking Permits	360	300	325	300	195	220	300
Other Permits/Misc.	1,178	830	45	200	870	870	150
Total Licenses and Permits	10,739	13,661	20,989	9,075	5,188	8,740	9025
Intergovernmental Aid							
Gov. Aid - LGA	0	0	0	0	-	-	0
Hennepin County Road Aid	0	0	0	2,661	3,748	3,748	0
Recycling Grant	1578	1618	1602	1,500	1,580	1,580	1500
Total Intergovernmental Aid	1,578	1,618	1,602	4,161	5,328	5,328	1500
Charges for Service							
Zoning & Subdivision	1,625	500	450	500	1,225	1,225	500
False Alarm Fees	1,750	2,250	1,250	1,500	2,550	2,550	1200
Total Charges for Service	3,375	2,750	1,700	2,000	3,775	3,775	1700

2013 Final Budget

Council Review: 12-4-2012

Balanced Budget

Revenues: \$335,653
 Expenditures: \$335,653
 Levy: \$320,228

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	7,335	3,220	2,500	
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	337	200	200	
Other Income 101-36220	1,842	2,031	4,491	1,000	540	540	500	
Stone Arch Donations					1,050	1,050	0	
Total Misc. Income	2,906	2,283	7,024	2,000	1,927	1,790	700	
	2009	2010	2011	2012	2012	2012	2013	
Actual	Actual	Actual	Actual	Budget	YTD	Projection	Budget	
Total Revenues	311,169	334,554	330,000	330,460	185,886	326,053	335,653	

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/mtgs	285	70	87	200	94	94	200	Training for Council - LMC conf.
Council/Contingency/Dues	49	15	285	200	30	30	100	luncheons/ meetings
Total	593	344	631	660	124	384	560	
Elections	2009	2010	2011	2012	2012	2012	2013	
	Actual	Actual	Actual	Budget	YTD	Projection	Budget	
Election Salaries	0	1,224	0	1,300	1,474	1,474	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-link-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 Minc Agree/HAVA machines (ADA)
Postage	87	0	9	50	0	50	25	absentee voting via mail
Meals	0	186	0	200	220	200	0	total 16 Judges Training & Election Day
Polling Place Rental	0	200	0	200	200	200	0	Polling location
Election Misc.	0	29	0	0	43	43	0	Misc. election
Total	248	2,400	392	2,850	2,407	3,043	400	

EXPENDITURES

General	2009	2010	2011	2012	2012	2012	2013	
	Actual	Actual	Actual	Budget	YTD	Projection	Budget	
Forms/newsletters	592	680	625	600	749	749	650	newsletter /tax notices/instr apps
Office/operational Supplies	387	91	218	300	457	457	450	letterhead/envelope/ rpt books/bank checks/ prkg cards
Zoning Coordinator	2,409	1,653	1,848	2,600	1,313	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	41,850	45,655	48,257	Clerk/Treasurer- office space, equip, copies, ph
Postage	308	407	327	500	285	350	500	
Publish/Legal Notices	1,290	1,437	901	1,500	720	900	1,500	Ordinances, municipal requirements
Training/Misc. contingency	22	0	52	75	54	54	60	LMC training courses /mileage/ meetings clerk/staff
Assessor Contract	8,501	8,739	8,725	8,850	8,153	8,850	9,019	2 yr agreement (2% increase)
Legal Services/General	9,925	5,998	1,202	8,000	836	1,500	6,000	Review Zoning Amendments
Legal Services/Prosecution	3,593	916	1,252	2,000	1,458	1,800	2,500	monthly agreement
Audit	9,813	13,607	10,410	10,723	10,723	10,723	11,000	
Total	73,259	69,859	70,334	80,928	66,775	71,966	81,886	

EXPENDITURES

Misc. Expenses	2009	2010	2011	2012	2012	2012	2012	2013	
	Actual	Actual	Actual	Budget	YTD	Projection	Budget		
Misc. Professional Service & deer control	0	75	670	500	0	750	750		deer removal (2)
Recycling Contract	9,101	9,354	9,377	9,960	8,596	9,380	9,700		contract 3 yrs 2012-2013-2014
Insurance	2,805	2,739	3,090	3,200	2,950	2,950	3,000		
Dues & Subscriptions	7,200	7,145	6,790	6,805	6,977	6,977	7,800		LMCD \$6474 LMC \$1031
Miscellaneous	7	1717	5	500	2,797	2,797	150		water kits/ misc (refund contingency check)
Total	19,113	21,030	19,932	20,965	21,320	22,854	21,400		
Total General	2009	2010	2011	2012	2012	2012	2013		
	Actual	Actual	Actual	Budget	YTD	Projection	Budget		
Fund Expenditures	327,961	317,203	305,797	330,460	271,297	294,441	335,653		
	2009	2010	2011	2012	2012	2012	2013		
	Actual	Actual	Actual	Budget	YTD	Projection	Budget		
Revenue	311,169	334,554	330,000	330,460	185,886	326,053	335,653		
Expenditures	327,961	317,203	305,797	330,460	271,297	294,441	335,653		
Fund Balance (Rev-Exp)	(16,792)	17,351	24,203	0	(85,411)	31,612	0		
Beginning General Fund Cash Balance (Jan. 1)	228,624	211,236	227,906	248,805	248,805	248,805	280,417		
Ending General Fund Cash Balance (Dec. 31)	211,236	227,906	248,805	280,417	163,394	280,417			
Ending - Road Improvement Fund Cash Balance	28,541	36,748	39,968	7,875	10,097	7,875			
Ending - combined Funds Balance (General & Road)	239,777	264,654	288,773	288,292	173,491	288,292			
% of combined fund balances (Gen & Rd. Imp.) to next years Expenditures	76.23%	84.31%	87.39%	85.89%	51.69%	85.89%			

335,653
330,460
5,193
2%

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	40000	30,000	30,000	30,000	30,000	43,000	Build fund for 2015 major improvements
INTERFUND TRANSFER									County Rd 101 access
Interest Income	300	165	32	28	30	0	0	30	
State/CountyAid	0	4,229	0		2,661	2,661	3,748	0	County Aid transferred from General Fund
INTERFUND TRANSFER									Revenue (accrued amt. 3yrs. \$ 3748)
Total Revenue	40,300	54,394	40,032	30,028	32,691	32,661	33,748	43,030	

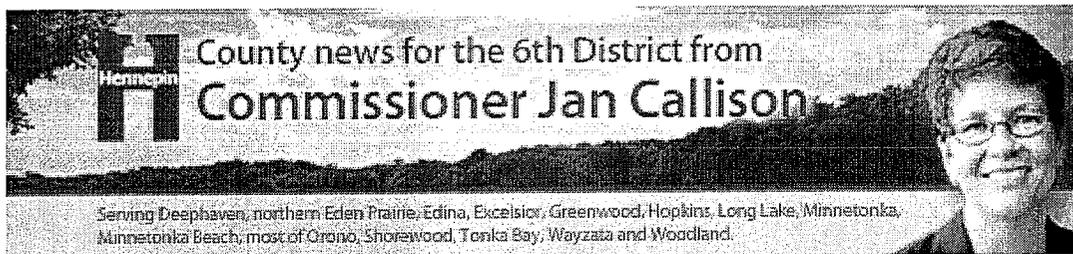
EXPENSES	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Budget	2012 YTD	2012 Projection	2013 Budget	
Prof.Services /Engineering	0	4,179	1,725	10,745	6,000	14,243	14,243	8,000	estimate soft costs - inspections are additional (hrly charge)
Street Improvement Project	0	65,853	31,825	10,159	30,000	48,289	48,289	20,000	(sealcoat, overlay, striping)
Total Expenses	0	65,853	31,825	20,904	36,000	62,532	62,532	28,000	

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	43,030	
Expenditures	0	65,853	31,825	20,904	36,000	62,532	62,532	28,000	
Fund Balance (Rev-Exp)	-	(11,459)	8,207	9,124	(3,309)	(29,871)	(28,784)	15,030	
Cash Balance, Beginning	0	40,000	28,541	30,844	39,968	39,968	36,659	7,875	
Cash Balance, Ending	40,000	28,541	30,844	39,968	36,659	10,097	7,875	22,905	

6A

Shelley Souers

From: Commissioner Jan Callison, 6th District [commissionerjancallison@service.govdelivery.com]
Sent: Monday, December 03, 2012 11:44 AM
To: shelley@cityofwoodlandmn.org
Subject: Hennepin County News



December 2012

Greetings,

I hope you are enjoying my electronic newsletters, and find them interesting and informative about county activities. Please feel free to send me your comments through my [feedback form](#) on issues that concern you or you would like covered. I value your opinions.

Warm regards,
Jan Callison

CONTACT INFO

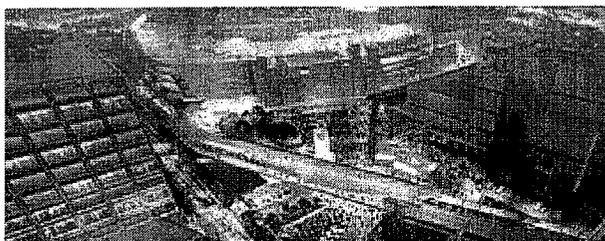
Jan Callison
Commissioner
6th District
612-348-7886

Dave Nuckols
Principal Aide
612-348-6885

Cassi Holmstrom
Administrative Assistant
& Scheduling
612-348-3168

Board Meetings

November 13, 2012



Interchange Final Design-build Agreement Approved

The Hennepin County Board of Commissioners approved the [interchange project](#) notice to proceed and final design-build agreement with Knutson Construction.

This approval means that the budget for the project has been set at \$72 million, and work on the final project design and construction can continue so the Interchange

ABOUT THE 6th DISTRICT

The Hennepin County Board of Commissioners consists of one commissioner from each of the seven districts. I am proud to represent Deephaven, northern Eden Prairie, Edina, Excelsior, Greenwood, Hopkins, Long Lake, Minnetonka, Minnetonka Beach, Orono, Shorewood, Tonka Bay, Wayzata and Woodland.



[Current district map](#)

**NEW DISTRICT
MAP EFFECTIVE
JAN. 7, 2013**

[View new map and list
of cities served](#)

**NEWSLETTER
ARCHIVE**

Find [past issues](#) of my
monthly newsletter.

**MORE COUNTY
INFO**

[County departments,
agencies & other
entities](#)

[Elected & appointed
officials](#)

[Hennepin County
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Medical Center](#)

[Hennepin volunteers](#)

[Online services](#)

[Phone directory](#)

[Service Center
information](#)

[Southwest light rail](#)

will be ready to open before the METRO Green Line (Central Corridor) opens in 2014, and the July 2014 All-Star game at Target Field.

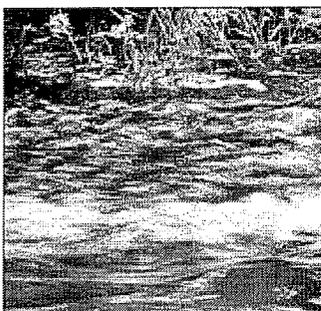
**Funding Approved for
Underwater Remote-operated
Vehicle to Rescue Drowning
Victims**



The Board approved an agreement with the Minnesota Department of Public Safety, Homeland Security and Emergency Management for \$145,000 in grant funding to purchase an underwater remote-operated vehicle (ROV) and dive-team training and equipment for the Sheriff's Office.

The ROV would be owned, operated and maintained by the Sheriff's Office. It would be used in murky or deep-water recoveries (such as the 100-foot depths found in Lake Minnetonka), in combination with sonar equipment the Sheriff's Office already uses to recover drowning victims and evidence needed in criminal investigations.

The ROV will allow for quicker recovery of drowning victims and greater safety for the dive team.



**2013 Special Levies
Set For Bassett Creek
And West Mississippi
Watersheds**

A special levy of \$986,000 was set for the Bassett Creek Watershed

Management Organization to finance the Northwood Lake Improvement and Lakeview Park Pond projects in Plymouth and Golden Valley.

The first project calls for construction of two new water quality treatment ponds and restores an eroding stream channel in Plymouth. The goal is to improve the water quality in Northwood Lake (located in New Hope), which is classified as impaired water.

The second project constructs a storm water pond in Golden Valley to improve the quality of runoff prior to

Understanding your
property tax

**Hennepin County
Voter Turnout at
84 Percent**

Precinct 1 in Shorewood had the highest turnout at 94 percent.

Many precincts in Bloomington, Brooklyn Park, Edina, Golden Valley, Greenwood, Minnetonka, Minnetrista, Plymouth and St. Louis Park had turnouts of more than 90 percent.

11 percent of residents – 72,000 – voted absentee.

19 percent – 130,000 – registered to vote on Election Day.

For election results visit the Secretary of State's Office [website](#).

This [news release](#) has more information about the November elections.



Photo by Lisa Fleming

**Volunteers
Sought for
County Citizen
Advisory Boards**

discharge into Medicine Lake in Plymouth.

A special levy of \$125,000 was set for the West Mississippi Watershed Management Organization to finance a stream stabilization project for the City of Champlin that involves restoration work along the stream edge below the Mill Pond Dam.

Greater detail about these agenda items and other board action taken on November 13, 2012 can be found [here](#) or by calling Carolyn Marinan (612-348-5969), or Carol Allis (612-348-8536).

November 20, 2012



**Meet The New Commissioner
From District 2**

Linda Higgins won a special election on November 6 and took the Oath of Office on November 20 to fill the vacancy created in June when

former Commissioner Mark Stenglein left to become president and CEO of the Minneapolis Downtown Council.

Congratulations and welcome to the Hennepin County Board of Commissioners.

November 27, 2012

**Agreements Approved For South Minneapolis And
South Suburban Human Services "Hubs"**

Agreements for two county Human Services and Public Health Department (HSPHD) "hubs" or regional human services centers in south Minneapolis and Bloomington were approved.

The hubs are part of HSPHD's efforts to locate direct services closer to clients in community-based sites throughout the county. These services are now located primarily in downtown sites, including Century Plaza.

Six regional centers – one already built – and a number of smaller satellite offices are planned. The hubs will improve access to HSPHD services and other services with community partners. Eventually these regional centers will

The Hennepin County Board of Commissioners is seeking applicants from the community to fill positions on seven citizen advisory boards. The County Board appoints some or all of the members of each board.

The deadline to apply for citizen advisory board vacancies is Dec. 31, 2012. Interviews will be held in January.

Current openings

- [Adult Mental Health Local Advisory Council \(LAC\)](#), eight openings
- [Community Action Partnership of Suburban Hennepin Board](#), three openings
- [County Extension Committee \(Minnesota Extension Service\)](#), two openings
- [Human Resources Board](#), two openings
- [Library Board](#), three openings
- [Three Rivers Park District Board of Commissioners](#), one opening
- [Workforce Investment Board](#), six

allow closing Century Plaza.

Greater detail about this agenda item and other board action taken on November 27, 2012 can be found [here](#) or by calling Carolyn Marinan (612-348-5969), or Carol Allis (612-348-8536).

Look for more news at www.hennepin.us/news

Board Briefings

November 1, 2012

The Board was briefed on the [water governance](#) legislative proposal developed by Commissioner Jeff Johnson. This proposal was prepared after a prior briefing on the topic by Steve Kelley of the University of Minnesota's Center for Science, Technology and Public Policy. It would reduce the number of watersheds in Hennepin County to four, change the governance structure to include only elected city officials and give each watershed taxing authority, among other changes. Commissioners will be seeking comment from cities and watersheds.

County Calendar

Library News



'Minnesotans in the Civil War' Series Begins December 3

Author Brian Leehan will discuss "Pale Horse at Plum Run," his Minnesota Book Award-winning history of the First Minnesota regiment's heroic contributions at the Battle of Gettysburg, the most

significant battle of the Civil War.

Mr. Leehan will be at the Wayzata Library - 620 Rice Street - on **Monday, December 3, 6:30 - 7:30 p.m.**

openings

To apply online,
www.hennepin.us/advisoryboards.

**More Information
Now Available
On-line About
Your Property
Taxes**

Hennepin County taxpayers will now be able to find more details about their property taxes online – including how their property tax is broken out, by jurisdiction, and what part of their property tax is coming from which taxing authority. In most cases, the online version will provide even more information than what is provided in the paper property-tax statements taxpayers receive in the mail.

The county's [interactive online tool](#) enables taxpayers to search for information on their property by entering an address or property ID number. That information now includes a new drop-down menu that explains all of the components of the property tax, which jurisdiction (county, city, school district, etc.) each portion comes from, and how much it is. Previously the information contained only the total property tax – not broken down by jurisdiction.

Registration is required. Register [online](#) or call 612-543-6150.

For more information about the series, visit Hennepin County Library's [newsroom](#) or contact Carla Biermaier at 612-543-8593 or cbiermaier@hclib.org.

**Meet Four Authors in December at Hennepin
County Libraries**

Meet novelist Lorna Landvik, historian James Carl Nelson, journalist and humorist Calvin Trillin and Civil War historian Wayne Jorgenson at Hennepin County libraries in December. All programs are free.

Who: Lorna Landvik - Join Landvik, bestselling author of nine novels, as she talks about the creative process, inspiration and the changing world of publishing. Her fun, new novel is "Mayor of the Universe." Books will be available for purchase and signing.

When: Monday, December 3, at 6:30 p.m.

Where: Maple Grove Library - 8001 Main Street N., Maple Grove, 612-543-6450

Who: James Carl Nelson - Critically-acclaimed local author and historian Nelson will read from his new book, "[Five Lieutenants.](#)" a work lauded as "outstanding" by Booklist and praised in Publisher's Weekly as being written "with great knowledge of and sensitivity for his subject." Books will be available for purchase and signing.

When: Monday, December 3, at 7 p.m.

Where: Ridgedale Library - 12601 Ridgedale Drive, Minnetonka, 612-543-8800

Who: Calvin Trillin - Journalist, humorist, food writer, poet, novelist and author of 20-plus books, Trillin will present "Quite Enough of Calvin Trillin: Forty Years of His Funny Stuff" (a humorous collection of excerpts from his writing career) and the newly released "Dogfight: An Occasionally Interrupted Narrative Poem About the Presidential Campaign" (a roast to the 2012 presidential election). Books will be available for purchase and signing. Seating is first-come, first-served. Doors open at 6:15 p.m.

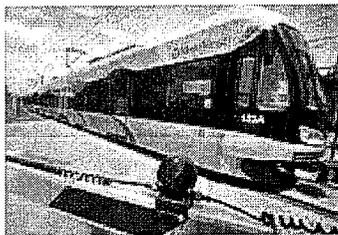
When: Thursday, December 6, at 7 p.m.

Where: Minneapolis Central Library - 300 Nicollet Mall,

"Your property tax really is several property taxes from several jurisdictions, rolled into one statement," said Mark Chapin, director of county Taxpayer Services. "The new information we have added better enables people to see where their property taxes are being used. It's another way the county is working to be more transparent about how your property taxes are calculated."

Taxpayers can go to the site, and when the information on their property appears, click on a drop-down menu – "Expand for details" under the "Value and tax summary/total net tax" section.

The property information search feature on the Hennepin website is the most popular page on the web, with more than 100,000 "hits" a month.



File photo by Bill Klotz

**SW LRT DEIS
Comment Period
Extended**

It was announced at the final public hearing on Thursday, Nov. 29 that the Federal Transit Administration has decided to extend the

Minneapolis, 612-543-8000

Who: Wayne Jorgenson - Civil War collector and historian on the First Minnesota Infantry, Jorgenson will discuss his hot-off-the-press "Every Man Did His Duty," which includes war-time stories and images of men who served in the First Minnesota Infantry. Books will be available for purchase.

When: Saturday, December 15, at 11 a.m.

Where: Brookdale Library - 6125 Shingle Creek Parkway, Brooklyn Center, 612-543-5600

Tax-forfeited Land Auction on Friday, Dec. 7

Hennepin County Taxpayer Services will hold a public auction of tax-forfeited land on **Friday, December 7, at 9 a.m.** in the A Level Auditorium of the Hennepin County Government Center at 300 S. Sixth St. in downtown Minneapolis.

Information on the auction and all properties for sale is available on the website: www.hennepin.us/tflauctions or contact Taxpayer Services at 612-348-3734, or come to the offices on the sixth floor of the Administrative Tower in the Hennepin County Government Center between 8 a.m. and 4:30 p.m. on week days

Details on the properties include virtual tours, so you can see what the homes look like, what condition they are in, special features, etc. Read the [news release](#) for more details.



6B

November 2, 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.

Shelley Souers, Clerk
City of Woodland
20225 Cottagewood Road
Deephaven, Minnesota 55331

Dear Ms. *Shelley* Souers:

The Minnehaha Creek Watershed District is inviting you to share your thoughts on the attached draft of the 2013 "stop-gap" measures the District will implement to control the spread of aquatic invasive species (AIS). We ask that you forward your comments by November 26, 2012.

The 2013 stop-gap measures were developed by a broad coalition of individuals from throughout the watershed representing a number of interests, including:

- Anglers for Habitat
- Carver County Parks Commission
- Christmas Lake Association
- Citizens for the Minnehaha Creek Corridor
- Lake Minnetonka Association
- Lake Minnetonka Conservation District
- Lake Minnewashta Preservation Association
- Minneapolis Park & Recreation Board
- Minnetonka Portable Dredging
- MCWD Citizens Advisory Committee
- Pierson Lake Association
- Three Rivers Park District
- Tonka Bay Marina

Please Respond! This revised proposal for stop-gap AIS management activities has been developed under a tight timeframe, thanks to the additional dedicated effort by the Task Force and the Board of Managers. It comes to you when final deliberations on budgets are set to begin, and as everyone is preparing for the holidays. The MCWD is also working with the same urgency in finalizing its budget and levy; your comments on this proposal are important to help the Board in this task. Please let us know your thoughts or position by November 26, as we plan to bring them to the Board for its December 6 meeting.

If you have any questions or information needs, please contact me at 952.471.8306 (direct) or at cdawson@minnehahacreek.org.

Sincerely,

Craig W. Dawson
Director, Aquatic Invasive Species (AIS) Program

Summary of MCWD Proposed 2013 AIS Management Activities

Early Detection Monitoring for Zebra Mussels: Zebra mussels are currently monitored. Early detection monitoring for zebra mussels currently done on a small scale non-zebra mussel infested waters. This program would increase the level of monitoring on these lakes and expand to other lakes throughout the MCWD. Early detection can halt or slow the spread of zebra mussels.

Volunteer Monitoring Program: Volunteers, primarily those living along or near lake or stream shores, would be trained to identify AIS correctly and notify the MCWD of new infestations. They could also be observers of potential AIS law violations, and pass that information along to law enforcement.

Watercraft Operator Education and Inspection Program: This activity would be a major expansion of the 2012 program. The MCWD would continue its approach of providing financial assistance to those organizations that are maintaining or augmenting their services in this area. Additional training would be provided to emphasize the objectives of the District in terms of education and data collection to be performed by inspectors. In addition to on-site (i.e., at the launch) inspections, one off-site inspection station could be provided at the new District offices. Two roaming inspectors would be used to provide services at public launches that would not otherwise be scheduled for inspections, thus providing additional education and prevention services.

Self-Certification Program: This program would establish a system whereby persons who take training and are certified to conduct their own inspections, and would be able to bypass inspections for the boating season. (They would be subject to random inspection, however.) This process would reduce waiting lines for inspection, and further education of and personal responsibility by watercraft operators. The DNR would need to approve of the process, as would any jurisdiction owning a public access in the District.

MCWD Clean Boats Program: When boats fail inspection and must be "decontaminated", there is no place to send them to be cleaned. (The DNR's units are mobile, and where they're located is not predictable.) This program is still in the concept stage, but it would be preferable to partner with private businesses or other governmental units to deliver this service.

Additional Communications and Education: While the AIS budget already has \$30,000 planned for 2013, it is likely that additional communications efforts will be needed with the additional activities proposed for 2013. These efforts would be targeted to specific vectors, such as plant harvester operators and lake service providers. One possibility is for the MCWD to provide training in addition to that required by the DNR, and award them with a special Lake Service Provider certification or designation.

Legislation regarding Compliance and Enforcement: The AIS Plan Task Force has identified several things to pursue in this regard, but they are beyond what is currently allowed by law. Some funds would be used to pursue these initiatives.

Water Access Improvement Grants: Among the many best management practices compiled by the DNR are improvements in signage and areas for watercraft operators to remove AIS. This grant program would make funds available to jurisdictions willing to make these improvements.

MCWD's AIS Plan Task Force Participants:

Anglers for Habitat	Jay Green, Vern Wagner
Carver County Parks Commission	Jerry Moja, Chair
Christmas Lake Association	Joe Shneider
Citizens for the Minnehaha Creek Corridor	Ken Gothberg
Lake Minnetonka Association	Tom Frahm
Lake Minnetonka Conservation District	Doug Babcock, Chair; Jeff Morris (alternate)
Lake Minnewashta Preservation Association	Steve Gunther
Minneapolis Park & Recreation Board	Bob Fine, Commissioner
Minnetonka Portable Dredging	Tom Niccum
MCWD Citizens Advisory Committee	Tom Casey, Lee Keeley
Pierson Lake Association	Kurt Zuppke
Three Rivers Park District	Sara Wyatt, Commissioner
Tonka Bay Marina	Gabriel Jabbour

2013 MCWD Proposed Plan for Additional AIS Prevention Programs

Description of Activities

November 2012

Early Detection Monitoring for Zebra Mussels

\$5,000

Details: Early detection of zebra mussels can bring about rapid response in hopes of eradication, but more so it brings an increased awareness to users of the lake that much quicker. This increased awareness would hopefully prevent others from spreading zebra mussels to non-infested lakes. Listing a lake infested brings about many changes in the ways people use the water, as well as increased regulations from the DNR on activities such as bait harvesting.

Current monitoring in non-zebra mussel infested waters:

MCWD currently has one zebra mussel sampler attached to docks at the following lakes: Christmas, Minnewashta, Schutz, Wasserman, Pierson, Parley, Dutch, Long and Gleason. These samplers are checked monthly for the presence or absence of zebra mussels. The MCWD also performs a shoreline search each year in Langdon and Virginia, which do not currently have samplers installed. MPRB has covered the Minneapolis lakes including Calhoun, Harriet, Nokomis & Hiawatha. TRPD has covered their lakes including Auburn, Zumbra & Steiger.

Enhanced monitoring in 2013 to include the following:

The plan for 2013 would be to add additional samplers to all the major lakes within the MCWD, including working with MPRB and TRPD to add additional samplers to those lakes as well. These lakes would include Christmas, Minnewashta, Schutz, Wasserman, Pierson, Parley, Dutch, Long, Gleason, Langdon, Virginia, Langdon, Auburn, Zumbra, Steiger, Calhoun, Harriet, Nokomis and Hiawatha. In addition, staff would perform a detailed shoreline search of each of these lakes once a year, likely in August when young of year zebra mussels are large enough to see. There would also be education to lakeshore owners to check their water related equipment when taking it out at the end of the season and to report any Zebra Mussels to the MCWD. This monitoring may be able to be incorporated into the volunteer monitoring program as well.

Volunteer Monitoring Program

\$5,000

Details:

Volunteers would be trained on how to correctly identify aquatic invasive species and have an easy way to report new infestations to the MCWD. This program would also enable individuals to be "watchdogs" of others that may be violating AIS laws, and inform them about the correct way to be preventative for AIS or report them to the proper authorities if the situation called for it. The more people acting as citizen reporters, the better chance we have of preventing the spread of AIS. MCWD would hold a few classes a year depending upon interest, and teach these volunteers about AIS and the methods used to monitor for each species and what to look for. This program would be targeted at lakeshore owners or other high users of lakes including lake service providers. It would be a potentially high impact activity at a low cost.

Details:

It's been widely believed that inspectors are being under-utilized and are not just there to inspect watercraft; they can be there to educate and truly help boaters perform inspections for their boat, telling them what to look for, why it's important to drain water and why it's important to clean off all plants. This is the message with the DNR's training for inspectors, but it's not being followed through by all inspectors and their efforts can be maximized at each boat landing. Inspections will be a combination of on-site and off-site inspections. The benefits of having inspectors on-site at water accesses are many, and include being at the point of contact with the user and the lake, being able to do watercraft inspections not only as people come onto lakes, but also as they come off lakes, being able to speak with shore fisherman regarding bait buckets and laws pertaining to them, but most importantly helping people get into good habits at the boat launch on cleaning off their boats before and after launch, and draining all water.

Enhancements for the 2013 program would include:

- Additional training for inspectors by the MCWD holding an initial training program prior to the season for all inspectors working with the MCWD, also allowing other LGU's in the district with inspectors to take part in the training. The inspectors would still have to go to DNR training to become official inspectors, but the MCWD's training would be supplemental to meet the district's objectives. There is the possibility the DNR may allow certain staff at the MCWD to be certified trainers for inspectors, thus eliminating the need for two training sessions prior to the season starting. MCWD would also hold 3 other in-the-field training sessions, going over hands-on scenarios, answering new questions that may have come up, and refreshing up on AIS in general.
 - With a smaller group, inspectors can become better experts on AIS, identifying them, knowing their effects on a water body, understanding AIS laws better, and really become hands-on educators at the various water body accesses.
- Better tools for inspectors to perform their jobs. These can include relatively small priced items such as the following: a tool that has a long arm and a "grabber" on the end to reach aquatic plants on the underside of the boat and trailer, a battery powered bilge pump to help drain water, wrench to take out plugs with, flashlights to see better, a sample collection kit in case a sample needs to be taken for identification, sponges to help soak up small amounts of water, and small portable pressure washers to help wash off mud and plant fragments (not intended for intensive cleaning).
- For inspections of boats exiting the water
 - Once they pass the inspection, a seal can be placed from their trailer to their boat if they desired (voluntary)
 - This seal would show the next inspector they encounter that their boat has already passed an inspection
 - Once the seal is broken, it is no longer valid
- Determine other access points on each water body
 - Work with lakeshore owners/boat access owners on AIS and what they can do to protect the lake from AIS and make sure boats have been inspected prior to launching from private property

On-Site Inspections

The MCWD will work with other LGU's that want to actively prevent AIS from spreading to area lakes. The district is willing to help augment existing inspection programs or help others start up new programs. The MCWD will offer grant money for any lake within the district where it has a willing partner. The MCWD will also work on obtaining any grants available from the DNR to assist in these inspections. The following are the suggested program levels the district is willing to fund (dates may vary depending upon seasonal conditions):

Inspection Program Levels

- A.) \$47,000 per site, 7 days/week, 6am-8pm, April 13 - Oct. 20
- B.) \$33,000 per site, 7 days/week, 6am-8pm, Memorial Day to Labor Day
Weekends only (Sat. & Sun.), April 13 - October 20
- C.) \$24,000 per site, Friday, Saturday, Sunday & Holidays, 6am-8pm. April 13-Oct. 20
- D.) \$33,000 per inspector, "Roaming Inspectors" that would attend other lakes on varying schedules; roaming program would have the same times & duration as "B" above.

Roaming Inspectors: Roaming inspectors would cover all lakes within the Minnehaha Creek Watershed District that have a public boat launch and are not already covered by full-time inspectors. The schedules will be set by the MCWD and will help spread the presence of these educators/inspectors across the Minnehaha Creek Watershed District and provide at least some level of protection for all lakes with public accesses. Having inspectors at other accesses will help solidify the self-certification program as well as increasing the number of water bodies that may have inspectors, hopefully providing more incentive for people to get self-certified. The inspectors will also help evaluate the effectiveness of the self-certification program by being able to observe if people are following the laws and what they were taught in their training. The Self-Certification program is detailed later in this document. The MCWD will cover the full cost of this program since it provides benefit district wide.

Off-Site Inspection Stations: These can be locations boaters can go to and get their watercraft inspected and receive a "one-time" pass that will let them bypass on-site inspectors.

Location Scenarios:

- MCWD District Office: Several staff members could be trained inspectors
 - A seal could be placed from the trailer to the boat after the inspection
 - Assuming the next lake has an inspector, they would see the seal and know that the boat was clean, letting the boater launch without an on-site inspection
 - Once seal is broken, it's no longer valid
 - Other entities could offer the same service (Govt. Agencies/Marinas/other businesses)
 - Could be an added convenience to some lake users
 - These locations would be open during staff operating hours

Self-Certification Program

\$10,000

Details:

Such programs have been put in place in other parts of the country, and with reported success. In concept, boaters would go through training (for a fee) about how to inspect and clean their boats properly. Upon completion of the course, they would receive certification and a sticker to place on their boats that would expedite them through the inspection process (essentially by giving them a free pass, good for the year). In general, persons seeking such certification care about keeping waters AIS-free and are motivated to do things right. We would look to partner with the DNR to develop this program as a pilot that could be extended throughout Minnesota in the future. Anticipated costs are for training and materials; supplemental funds may be available from the Communications program.

- One-time class
 - Offered 2 – 3 times per year depending upon interest
 - Led by the MCWD with assistance from DNR for training materials
 - Training assistance from marinas or boat industry professionals on the different types of boats and how to properly inspect and clean them
 - Class would cover the following:
 - Identification of AIS & the problems they cause
 - The importance of personal responsibility – spread info to others, teach others you see if they are unaware
 - How to inspect your boat – where to look, the importance of this process
 - How to clean your boat to reduce risk of spreading AIS, things you can do at home, tools that can assist in this process
- Required to take class once
 - Good for the whole season
 - Once you take class, you can renew each consecutive year by taking an online test
 - If you skip a year in the renewal process, you have to retake the class
- Annual fee
 - Fee defrays costs in the MCWD's AIS program fund
- Look for partners: DNR, MPRB, TRPD, LMCD, Carver County
 - Hopefully DNR will participate and look at this program as something that can be initiated state wide in the future
- Upon earning certification
 - Receive a boat sticker and a paper permit that will give a free pass through inspections throughout the MCWD depending upon participation from other government units such as the DNR, TRPD, Carver County and MPRB

- Marketing the Self-Certification Program
 - Need to hit key audiences
 - Flyers at bait shops, other outdoor stores
 - High Schools
 - Fishing Clubs
 - Marinas/Yacht Clubs
 - Gas Stations
 - Sailing Schools
 - Need to push the concept of personal responsibility
- Evaluation criteria
 - Inspectors would be district wide, so they could be very good evaluators for this program. Forms could be made up for the inspectors to fill out as they observe people with the Self-Certification Pass; are they inspecting their own boat, draining water and following all AIS laws.
 - Self-Certified boaters will be subject to random inspections
 - Random observations throughout the year (non-inspectors)
- Revoking Self-Certification permits
 - Self-Certification permit holders who neglectfully violate AIS laws are subject to having their permit revoked for an unspecified amount of time

MCWD Clean Boats Grant Program

\$50,000

Details:

The District would provide grants for boat cleaning stations, preferably public/private partnerships and perhaps by approaching Hennepin County. Initial thoughts are for the grants to go to private businesses, or perhaps for events. It is a concern throughout the state that inspectors essentially have no place to send boaters when they tell them their boats need to be cleaned. Activities to be evaluated to implement this program would include:

- See what it takes to retro-fit self-serve car washes to reach appropriate water temp. for cleaning
 - Power washing will at least help reduce the risk of spreading AIS
- Look into self-service (coin-operated?) power washers to put at public accesses
- Approach other public and private entities to explore partnerships for having boat wash stations
- Look into size restrictions or classification of boats to be cleaned
 - Some boats are so complex that they may not be able to be cleaned properly
 - Dry time might be more important for these
- Have locations of cleaning stations available to the public
 - Via website, watercraft inspectors, District office

Details:

- \$5,000 is in addition to the \$30,000 already proposed in the initial AIS Work Plan Budget

Lake Service Provider Certification PLUS Program

- Owners of Lake Service Providers currently need to attend one class by the DNR to make their company a DNR Lake Service Provider
- Employees of these companies currently need to take an online test to get certified
- MCWD would offer further training for these employees by performing on-site training at the specified company office to provide a higher level of training for these employees
- This training would then make the company a "Lake Service Provider PLUS", showing a whole new level of training for all staff, making their company more marketable to lakeshore owners and others.

Other Communication Efforts

- Continue with news releases at ice out and late fall to use DNR certified Lake Service Providers, remind boaters of AIS laws around fishing openers and other busy holidays
- Higher profile at community events, boat shows pushing AIS education, traveling AIS exhibit
 - Promotional items to give away
 - Boat key chains with AIS message
 - Aquatic Plant Removal Tool – detailed in MN DNR Best Management Practices for Water Accesses
- High Profile spokesperson to get word out – take advantage of connections with MCWD
- Partner with outdoor industry leaders in pushing our AIS message
- Target communications and education efforts to specific vectors
 - Boats & Trailers
 - Docks, Boat Lifts & Other water equipment
 - Canoes/Kayaks
 - Bait Harvestors
 - Aquarium & Water Garden Owners
 - Shore Fisherman
 - Lake Service Providers
 - Float Plane Operators
 - Plant Harvester Operators
 - Commercial transportation – waterfront landscape companies
 - Sewer discharge – work with municipalities
 - Private Accesses/Commercial Access Owners
 - Special Events
- More focus on schools – incorporate AIS into curriculums
 - Get to the next generation so it becomes second nature for them
 - They can spread the word to their parents
 - Field trips for schools to lakes
 - AIS traveling exhibit
 - Use social media

- Take advantage of existing materials from the DNR
- Education outreach to be multi-lingual
- Better access to AIS information for citizens
- Materials describing what to do if you find AIS
- Education materials at bait shops, outdoor stores, marinas, etc.
- Eye-catching, realistic pictures of AIS at different events
- Address misperceptions on AIS
- Emphasize personal responsibility
- Education for legislators and other law-makers
- Gain uniform messaging with other agencies
- Continue working with Lake Associations to spread AIS message

Compliance/Enforcement (Legislation)

\$5,000

- Continue supporting further legislation for AIS: laws, fines, the need for more enforcement



60C

LAKE MINNETONKA CONSERVATION DISTRICT

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

November 15, 2012

TO: LMCD City Administrators
LMCD Board Members

FROM: Gregory Nybeck, Executive Director 

SUBJECT: Draft Comprehensive Eurasian Watermilfoil and Curly-Leaf Pondweed Plan

Background

In April of 2012, the Lake Minnetonka Conservation District's (LMCD) Aquatic Invasive Species (AIS) Task Force reviewed the results of the 2008-2011 coordinated, whole bay herbicide treatment demonstration projects for Carmans, Grays, and Phelps Bays. As a result, it was their recommendation that the LMCD Board of Directors not extend the three-bay projects beyond 2012 or consider additional whole bay or large scale herbicide treatments on other bays until a comprehensive vegetation management plan is developed for Lake Minnetonka. The Board concurred with that recommendation and directed the Task Force to prepare a Plan for their review.

Comprehensive Eurasian Watermilfoil and Curly-Leaf Pondweed Plan

That plan, known as the Comprehensive Eurasian Watermilfoil (EWM) and Curly-Leaf Pondweed (CLP) Plan was developed by a sub-committee of the AIS Task Force and approved to be presented to the LMCD Board. The LMCD Board has accepted the draft Plan for public hearing on December 12th. The purpose of the public hearing is to gather testimony from Lake Minnetonka stakeholders. Highlights of the attached Plan include the following:

- Management activities of the LMCD will focus on the public areas of Lake Minnetonka where there will be public benefit. Public areas have been defined as: 1) all areas 100 feet offshore and outside of the authorized dock use area established for abutting properties and 2) all areas adjacent to publically owned lands or other public access points.
- Mechanical harvesting will be the primary tool used to manage EWM and CLP in public areas, similar to how it has been utilized. Historical funding sources used for this management tool, a levy to the 14 Lake Minnetonka communities and the Minnesota Department of Natural Resources, are proposed to continue.
- A recommendation has been made that eight management areas are suitable candidates for whole bay or large scale herbicide treatments on Lake Minnetonka as a complement to mechanical harvesting. These areas have been identified within

current financial, technical, and regulatory constraints (recognizing that additional areas could be considered if changes occur). A recommendation has been made for the LMCD to budget an additional levy of \$75,000 to the 14 Lake Minnetonka communities for this.

For the member cities that are not within the initial management areas recommended for herbicide treatments, you may be asking, "What is in it for us?" The LMCD believes that in treating more management areas, via the above recommended process, more harvesting could be performed in the other bays (opening up more time to harvest). Additionally, although a member city may not be listed within the initial management area, criteria for assessment of such are subject to change over time (as outlined within the Plan).

LMCD Public Hearing

A public hearing on this matter is scheduled for Wednesday, December 12, 2012 at Wayzata City Hall, 600 Rice Street, at 7:00 p.m. A copy of the public hearing notice to that affect is attached for your review.

The LMCD welcomes your participation in this public hearing, in which all present would be given an opportunity to be heard. Your city's written comments prior to that time would also be helpful if city participation at the public hearing is not anticipated.

Upon review of the draft Plan, please do not hesitate to call with any questions you may have. I can be reached at 952-745-0789 or at gnybeck@lmcd.org.



LAKE MINNETONKA CONSERVATION DISTRICT

23505 SMITHTOWN ROAD, SUITE 120 • SHOREWOOD, MINNESOTA 55331 • TELEPHONE 952/745-0789 • FAX 952/745-9085

Gregory S. Nybeck, EXECUTIVE DIRECTOR

Public Hearing Notice **Wednesday, December 12, 2012** **Wayzata City Hall, 600 Rice Street, 7:00 p.m.**

RE: Draft Comprehensive Eurasian Watermilfoil and Curly-Leaf Pondweed Plan

The Lake Minnetonka Conservation District (LMCD) Board of Directors invites you to attend a public hearing on a draft Comprehensive Eurasian Watermilfoil (EWM) and Curly-Leaf Pondweed (CLP) Plan.

Background:

From 2008 through 2012, the LMCD partnered with the Lake Minnetonka Association, and a number of other public sector agencies, on a five-year, whole bay herbicide treatment demonstration project on Carmans, Grays, and Phelps Bays. The goals of the demonstration project were to evaluate: 1) whether EWM and CLP could be managed with lower dosages of herbicides on a whole bay and 2) whether the treatments would damage the native plants.

In April of 2012, the LMCD's Aquatic Invasive Species (AIS) Task Force, which served as the technical committee for the demonstration project, evaluated the results and recommended that the LMCD Board of Directors not extend the three-bay project beyond 2012 or consider expansion to other management areas of Lake Minnetonka, until a comprehensive vegetation management plan is developed for Lake Minnetonka. The Board concurred with that recommendation.

Comprehensive EWM and CLP Plan (Plan)

This past summer, the Task Force prepared a draft Plan for Board consideration at their October 24th and November 14th Regular Board meetings. At their November 14th meeting, the Board accepted the draft Plan for a public hearing on Wednesday, December 12th. The purpose of the public hearing is to gather testimony from Lake Minnetonka stakeholders. The draft Plan is attached for your review.

Public Voice/Viewing

All interested parties that attend this public hearing will be given an opportunity to be heard. The Lake Minnetonka Cable Commission will air the hearing on Mediacom cable (Government Channel 20) to provide stakeholders, unable to attend the hearing, the ability to provide input via e-mail at lmcd@lmcd.org or by calling the LMCD office.

Questions and comments can be directed to LMCD Executive Director Greg Nybeck at (952) 745-0789 or gnybeck@lmcd.org.

TO: Shelly

6D

City of Woodland
Deephaven, MN 55331
Phone (952) 358-9936
Fax (952) 474-1274

2013 QUOTE FOR TREE REMOVAL

NON- EMERGENCY SERVICE CALLS

All non-emergency service calls will be scheduled in advance and do not have a minimum response time requirement, although the contractor is expected to respond in a timely manner. Prices are per tree cost and based on the diameter of the tree. We understand that some trees, given their location or other limiting factored may represent unique or special circumstance and may require work beyond standard tree removal. In these instances, those trees will be dealt with on a case by case basis. The following price quotes reflect a general felling and removal of the debris. Prices are all inclusive and include the removal and hauling away of all debris and any other equipment/items required to perform the work. All sizes below are measured by the trees diameter.

Quotes for Tree Removal Service should include:

- take into account that the majority of trees that the City will contact you to remove may be diseased, hazardous or storm damaged. In addition, with the submission of your quote, you also agree to debark all diseased Elm stumps down to ground level.
- the entire cost of cutting and disposing of the tree.
- Do not include sales tax or the cost of tree trimming or stump removal in your quote.
- Provide a separate quote for trimming brush and tree limbs and stump removal (this can be an hourly rate)

DBH Diameter (Inches)	Unit Price per Tree
0 - 5.9"	45.00
5 - 7.9"	50.00
8 - 9.9"	55.00
10 - 11.9"	65.00
12 - 13.9"	90.00
14 - 15.9"	125.00
16 - 17.9"	280.00
18 - 19.9"	350.00
20 - 21.9"	360.00
22 - 23.9"	385.00
24 - 25.9"	440.00
26 - 27.9"	460.00
28 - 29.9"	500.00
30 - 31.9"	550.00
32 - 33.9"	570.00
34 - 35.9"	600.00
36 - 37.9"	800.00
38 - 41.9"	850.00
42 - 47.9"	1100.00
48 - Over	1800.00

Quote for trimming brush and tree limbs and stump removal (this can be an hourly rate)
Rate for brush and limbs removal and stump grinding \$ 125.00 per hour

RESOLUTION NO. 26 – 2012

IN RE: The application of Greg and Karen Felton, 2855 Woolsey Lane and James and Marlene Doak, 2845 Woolsey Lane for a preliminary plat of their property into four lots (PIDs 07-117-22 43 0008 and 07-117-22 43 0020).

WHEREAS, a subdivision application was submitted by the Felton's and Doak's to plat existing lots with a total of over nine acres into four lots in the R-1 district; and

WHEREAS, of the proposed lots, 2845 Woolsey Lane would retain the existing single family home occupied by the Doaks. The remaining lots would be marketed as newly developable single family lots; and

WHEREAS, notice of public hearing was published; notice given to neighboring property owners; and a public hearing held before the City Council; and

WHEREAS, public comment was taken at the public hearing before the City Council on October 8th, 2012; and

WHEREAS, the City Council has received the staff report, the analysis of the City Engineer, the public safety comments of the Chief of Police and Fire Inspector and considered the application and comments of the applicant and the public.

NOW, THEREFORE, upon consideration of the plat application and supporting material, the City Council of the City of Woodland, Minnesota does hereby make the following findings and decision regarding the subject application for subdivision:

FINDINGS

1. The total property area to be platted contains approximately 9.7 acres and is located along Woolsey Lane entirely within the city of Woodland. The property currently contains a single family home occupied by Mr. and Mrs. Doak, a tennis court that will be removed and two accessory structures that will not be removed as the properties are developed.
2. Section 900.07 states that no main building shall be constructed, erected, established or structurally altered upon a lot containing an area less than two acres. For purposes of this Section, lot area measurements will not include land below the ordinary high water level, wetlands or easements for road or driveway purposes.

	Lot 1	Lot 2	Lot 3	Lot 4
Lot Area in Square Feet	130,680	92,350	87,120	87,120
Lot Area in Acres	3	2.1	2	2

Only Lot 4 has any wetland area. This area has been presented to the Minnehaha Creek Watershed District for their review and comment. The wetland area cannot be included in the lot area calculation for purposes construction or impervious surface area calculations.

3. Section 900.08 states that no main building may be constructed, erected or established upon a lot which is less than 100 feet in width. The lot width standards must be met at both the front building line and the ordinary high water level.

	Lot 1	Lot 2	Lot 3	Lot 4
Road Frontage	41'	123'	390'	349' Breezy Pt. Rd. 270' Woolsey Ln.
Building Line Frontage	300'	252'	340'	337' Breezy Pt. Rd. 336' Woolsey Ln.
Lake Frontage	220'	N/A	N/A	N/A

4. Section 900.10(2) permits a maximum lot area covered by impervious surface area of 25%. Lot area will exclude any area below the OHWL, wetlands or easements for roadways or driveway.

Lot 3 will be the only developed lot in the Preliminary Plat when it is filed. The reconfigured lot would exceed the maximum permitted impervious surface area due to the inclusion of a tennis court on the property. The applicants have indicated the tennis court would be removed once the final plat has been approved. With the exception of a historic barn located on Lot 4 and a garden shed on Lot 3, all other lots would essentially be vacant and will be reviewed on a lot by lot basis for impervious surface coverage at the time a building permit application is filed.

Lot 2 would contain a driveway easement which would provide access to Lot 1. This easement area will not be permitted to be included in the lot area calculation of lot area for impervious surface purposes.

5. Section 900.02 defines Bluff as a topographic feature such as a hill, cliff, or embankment having the following characteristics (an area with an average slope of less than 18 percent over a distance of 50 feet or more, measured on the ground, shall not be considered part of the bluff):
 - (a) Part or all of the feature is located within 1000 feet of any lake;
 - (b) The slope rises at least 25 feet above the OHWL of the lake;
 - (c) The grade of the slope from the toe of the bluff to a point 25 feet or more above the OHWL averages 30 percent or greater; and
 - (d) The slope drains toward the lake.

Both Lots 1 and 4 have what appear to have bluffs on them, but only grade change on Lot 1 meets the criteria of a bluff. The ordinance does not permit the development of a bluff and requires a setback from the top of a bluff of twenty feet. The applicant shows a hypothetical footprint for Lot 1, set back well past the end of the bluff.

All final building plans must be reviewed and approved by the City Engineer prior to the issuance of a building permit.

6. Section 900.02(2) Defines Bluff Impact Zone as a bluff and land located within twenty feet from the top of a bluff.

Section 900.09(5) state that no structures other than stairways and landings shall be placed within the bluff impact zones.

The driveway on Lot 1 appears to be placed in the bluff impact zone and may require a variance prior to the issuance of a building permit for development of the property.

7. Section 900.02(35) defines Steep Slope as lands, exclusive of bluffs, having average slopes exceeding 12 percent over distances of 50 feet or more, measured on the ground, or lands that are otherwise poorly suited for development without appropriate design and construction techniques because of slope steepness and soil characteristics.

Lot 4 May contain a steep slope. This must be reviewed by the city engineer prior to the issuance of a building permit for the development of the property.

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

1. That based on the foregoing, the application for a four lot preliminary plat submitted by Greg and Karen Felton and James and Marlene Doak is hereby approved subject to the following terms and conditions;

TERMS AND CONDITIONS OF GRANT OF PRELIMINARY PLAT:

1. The applicant must submit a final plat for review and approval by the City Council.

ADOPTED THIS 10th DAY OF DECEMBER, 2012 BY THE CITY COUNCIL OF WOODLAND,
MINNESOTA.

Ayes 4, Nays 0

Michael J. Jilek, Mayor Pro-Tem

ATTEST:

Shelley J. Neilsen, City Clerk

RESOLUTION NO. 27 – 2012

IN RE: The application of Greg and Karen Felton, 2855 Woolsey Lane and James and Marlene Doak, 2845 Woolsey Lane for the Final Plat of their property into four lots (PIDs 07-117-22 43 0008 and 07-117-22 43 0020).

WHEREAS, a subdivision application was submitted by the Felton's and Doak's to plat existing lots with a total of over nine acres of lot area into four lots in the R-1 district; and

WHEREAS, of the proposed lots, 2845 Woolsey Lane would retain the existing single family home occupied by the Doaks. The remaining lots would be marketed as newly developable single family lots; and

WHEREAS, notice of public hearing was published; notice given to neighboring property owners; and a public hearing held before the City Council; and

WHEREAS, public comment was taken on the Preliminary Plat at the public hearing before the City Council on October 8th, 2012 and on the Final Plat at the public hearing before the City Council on November 13, 2012; and

WHEREAS, the City Council has received the staff report, the analysis of the City Engineer, the public safety comments of the Chief of Police and Fire Inspector and considered the application and comments of the applicant and the public.

NOW, THEREFORE, upon consideration of the plat application and supporting material, the City Council of the City of Woodland, Minnesota does hereby make the following findings and decision regarding the subject application for subdivision:

FINDINGS

1. The total property area to be platted contains approximately 9.7 acres and is located along Woolsey Lane entirely within the city of Woodland. The property currently contains a single family home occupied by Mr. and Mrs. Doak, a tennis court that will be removed and two other accessory structures that will not be removed as the properties are developed.
2. Section 900.07 states that no main building shall be constructed, erected, established or structurally altered upon a lot containing an area less than two acres. For purposes of this Section, lot area measurements will not include land below the ordinary high water level, wetlands or easements for road or driveway purposes.

	Lot 1	Lot 2	Lot 3	Lot 4
Lot Area in Square Feet	130,680	92,350	87,120	87,120
Lot Area in Acres	3	2.1	2	2

Only Lot 4 has any wetland area. This area has been presented to the Minnehaha Creek Watershed District for their review and comment. The wetland area cannot be included in the lot area calculation for purposes construction or impervious surface area calculations.

3. Section 900.08 states that no main building may be constructed, erected or established upon a lot which is less than 100 feet in width. The lot width standards must be met at both the front building line and the ordinary high water level.

	Lot 1	Lot 2	Lot 3	Lot 4
Road Frontage	41'	123'	390'	349' Breezy Pt. Rd. 270' Woolsey Ln.
Building Line Frontage	300'	252'	340'	337' Breezy Pt. Rd. 336' Woolsey Ln.
Lake Frontage	220'	N/A	N/A	N/A

4. Section 900.10(2) permits a maximum lot area covered by impervious surface area of 25%. Lot area will exclude any area below the OHWL, wetlands or easements for roadways or driveway.

Lot 3 will be the only developed lot in the Final Plat when it is filed. The reconfigured lot would exceed the maximum permitted impervious surface area due to the inclusion of a tennis court on the property. The applicants have indicated the tennis court would be removed once the final plat has been approved. With the exception of a historic barn located on Lot 4 and a garden shed on Lot 3, all other lots would essentially be vacant and will be reviewed on a lot by lot basis for impervious surface coverage at the time a building permit application is filed.

Lot 2 would contain a driveway easement which would provide access to Lot 1. This easement area will not be permitted to be included in the lot area calculation of lot area for impervious surface purposes.

5. Section 900.02 defines Bluff as a topographic feature such as a hill, cliff, or embankment having the following characteristics (an area with an average slope of less than 18 percent over a distance of 50 feet or more, measured on the ground, shall not be considered part of the bluff):
 - (a) Part or all of the feature is located within 1000 feet of any lake;
 - (b) The slope rises at least 25 feet above the OHWL of the lake;
 - (c) The grade of the slope from the toe of the bluff to a point 25 feet or more above the OHWL averages 30 percent or greater; and
 - (d) The slope drains toward the lake.

Both Lots 1 and 4 have what appear to have bluffs on them, but only grade change on Lot 1 meets the criteria of a bluff. The ordinance does not permit the development of a bluff and requires a setback from the top of a bluff of twenty feet. The applicant shows a hypothetical footprint for Lot 1, set back well past the end of the bluff.

All final building plans must be reviewed and approved by the City Engineer prior to the issuance of a building permit.

6. Section 900.02(2) Defines Bluff Impact Zone as a bluff and land located within twenty feet from the top of a bluff.

Section 900.09(5) state that no structures other than stairways and landings shall be placed within the bluff impact zones.

The driveway on Lot 1 appears to be placed in the bluff impact zone and may require a variance prior to the issuance of a building permit for development of the property.

7. Section 900.02(35) defines Steep Slope as lands, exclusive of bluffs, having average slopes exceeding 12 percent over distances of 50 feet or more, measured on the ground, or lands that are otherwise poorly suited for development without appropriate design and construction techniques because of slope steepness and soil characteristics.

Lot 4 May contain a steep slope. This must be reviewed by the city engineer prior to the issuance of a building permit for the development of the property.

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

1. That based on the foregoing, the application for a four lot Final Plat submitted by Greg and Karen Felton and James and Marlene Doak is hereby approved subject to the following terms and conditions;

TERMS AND CONDITIONS OF GRANT OF PRELIMINARY PLAT:

1. Proposed grading and drainage on Lots 1 and 4 must be approved by the City Engineer prior to the issuance of a building permit.

ADOPTED THIS 10th DAY OF DECEMBER, 2012 BY THE CITY COUNCIL OF WOODLAND,
MINNESOTA.

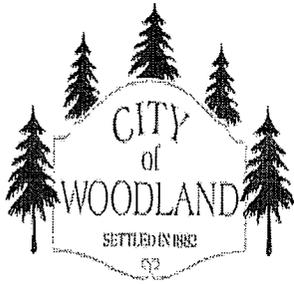
Ayes 4, Nays 0

Michael J. Jilek, Mayor Pro-Tem

ATTEST:

Shelley J. Souers, City Clerk

WOODLAND CITY COUNCIL



MEETING DATE: December 10, 2012
FROM: Shelley Souers, City Clerk
SUBJECT: Road Restrictions and Load Limits

OVERVIEW

Council has had discussions regarding a road use surcharge related to road use and building projects.

Woodland roads have been designated to permit 9 ton per axel year round with the exceptions of spring restrictions. The current road limit restrictions are in effect from March 1 to May 1, limiting axel weight to 4 ton per axel. A permit may be obtained to exceed the restricted limit by 2 ton per axel over the 4 ton limit with a permit issued by the City. The permit fee is \$500 per truck per trip.

FYI: Attached is a letter from the City Engineer to the City of Greenwood as an example of similar discussions Greenwood had to reduce the load limit maximums on certain city streets and the reasoning behind the limitations.

500.03. Load Restrictions. No truck in excess of 18,000 pounds gross weight per axle shall travel on any street within the City, unless a permit has been obtained from the Zoning Administrator or their authorized agent. The permit fee is established in Chapter 3 of this code. Said permit shall be issued subject to such restrictions and conditions as the Zoning Administrator deems appropriate, including the posting of a cash deposit or performance bond to guarantee the repair of any damages resulting use of the City roadways.

- a. Exempted vehicles. The provisions of this Section shall not apply to the following vehicles: emergency vehicles; trucks owned or operated by the City; school buses, when engaged in transporting pupils to or from school; trucks owned or operated by utility companies, when engaged in the construction or repair of utility company facilities; and refuse collection vehicles, when engaged in the collection of refuse from homes within the City, Septic pumping and repair service vehicles and well drilling and repair vehicles.

500.04. Seasonal weight restrictions. During the spring of each year, the Zoning Administrator will set a period of time, typically from March 1 to May 1, restricting the travel of vehicles in excess of 8,000 pounds gross weight per axle on any street

within the City, unless a permit has been obtained from the Zoning Administrator or their authorized agent. The permit fee is established in Chapter 3 of this code. Said permit shall be issued subject to such restrictions and conditions as the Zoning Administrator deems appropriate, including the posting of a cash deposit or performance bond to guarantee the repair of any damages resulting the use of the City roadways. The dates and duration of the City's seasonal weight restrictions shall be as set by the Zoning Administrator. The only vehicles exempted from the provisions of this Section shall be those enumerated in Section 500.03.a.

Action:

Council direct staff how to proceed regarding current road restrictions and possible options for surcharge fees for road use related to construction projects.

CHAPTER 5. VEHICLES, TRAFFIC AND STREETS

SECTION 500 VEHICULAR TRAFFIC AND PARKING

500.01 Highway Traffic Regulation Act. Chapter 169 of the Minnesota Statutes, as amended, known as the Highway Traffic Regulation Act, is adopted as a traffic ordinance regulating the use of streets and is incorporated and made a part of this Code as completely as if set out in full in this Code.

500.02 Unnecessary Exhibition of Speed. No person may operate a motor vehicle with unnecessary exhibition of speed on any street or other public or private driveway, parking lot or way within the City limits. Prima facie evidence of unnecessary exhibition of speed is any of the following: (a) unreasonable squealing or screeching sounds emitted by tires; (b) the throwing of sand or gravel by tires; (c) unreasonable skid, sway or slide upon acceleration or stopping.

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The application must be in writing and the applicant must show good cause for the permit. 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.



BOLTON & MENK, INC.[®]

Consulting Engineers & Surveyors

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

www.bolton-menk.com

October 23, 2008

City of Greenwood
Attn: Mayor Bob Newman
20225 Cottagewood Rd.
Deephaven, MN 55331

RE: Garbage Hauling

Dear Mayor Newman:

For the past several years the City of Greenwood has been evaluating ways to both improve and maintain the condition of the City's streets and has invested a significant amount of money with that end in mind. In past five years the City has removed and replaced the pavement on Weeks Road, Sleepy Hollow Road, and portions of Byron Circle, Covington and Meadville Streets. The City has also seal coated several streets as a preventative maintenance measure.

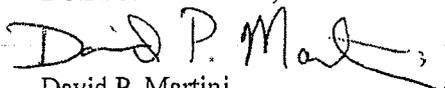
As we have discussed in the past, in addition to the condition of the soils and thickness of the aggregate base and bituminous surface, the two main factors that lead to pavement deterioration in the City of Greenwood are drainage and heavy axle loads. Unfortunately, the City does not have an established storm sewer system. Because of this, many of the City's streets operate in a weakened state during wet periods of the year making them very susceptible to damage from heavy axle loads.

In the City of Greenwood, the most consistent heavy loading that a street experiences is from waste removal equipment. According to the Mn/DOT Road Design Manual, a fully loaded garbage truck has the same impact on a road as approximately 1,000 passenger cars. At the present time, there are six approved waste haulers operating in the City. This means that it is possible that one road can experience the equivalent of 6,000 car trips per week or 312,000 trips per year from waste removal equipment alone. Considering that a typical residential property generates approximately 10 vehicle trips per day, a street with 100 homes produces approximately the same axle loading on the street as just one garbage truck.

Therefore, if the City chooses to limit the number of garbage haulers operating in the City, it is possible that the equivalent axle loading on the City's streets can be reduced by as much as 83%. Because there are other factors that contribute to pavement deterioration, it is difficult to quantify how much the life of a road can be extended. However, I am confident that reducing the number of heavy loads on a City street will positively impact its useful life.

Please let me know if you have any question or need additional information.

Sincerely,
BOLTON & MENK, INC.


David P. Martini
Project Manger

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November 25, 2008

City of Greenwood
Attn: Roberta Whipple
20225 Cottagewood Rd.
Deephaven, MN 55331

Re: Road Restrictions

Honorable Mayor and City Council Members:

As requested, I have been reviewing the City's current road restriction policies with the understanding that the City is concerned with the potential damage that is being caused to City streets by garbage hauling and construction traffic.

As we have discussed in the past, the strength of a roadway varies with seasonal conditions. Roadways are strongest during the winter months when the roadway base is frozen. However, during the spring, pavement layers are generally in a saturated weakened state due to partial thaw conditions and trapped water. Because of this, most communities post seasonal load limits to protect their roads during the period that they are most vulnerable to heavy loads. This period is typically from the middle of March to the middle of May.

According to the Minnesota Department of Transportation (Mn/DOT), the damage that occurs during each day in the spring is about five times greater than the damage that occurs during each day in the summer. Since the financial resources do not exist to reconstruct all of the City's roads to higher standards, the City of Greenwood currently places load limits of 5-tons per axle on Minnetonka and Excelsior Boulevards and 4-tons per axle (8,000 pounds) on all other City Streets. Although there are no exceptions to the load limits during spring load restrictions, loads can be increased by 2-tons per axle the rest of the year by obtaining a permit from City Hall for a cost of \$25 per trip.

Ultimately, placing road restrictions is a matter of risk management. Since the purpose of Greenwood's city streets is to provide access to the City's residential areas, it is necessary to strive for a balance between the need to protect the City's infrastructure and the need to allow reasonable access for the delivery of goods and services.

To evaluate what the appropriate load limits should be for the City of Greenwood, the following questions should be considered:

1. *Is the existing 4-Ton load limit adequate to protect the City's roads from excessive damage?*

Although the load carrying capacity of a road can be determined by mechanical testing, generally a load limit of 4 tons is considered to be the most restrictive load limit that should be placed on a roadway. More restrictive limits can hinder the delivery of typical goods and services such as construction materials and garbage pick up. In addition, they can cause confusion because they are inconsistent with the policies of other regulating authorities.

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2. *Does a yearlong load limit provide reasonable access to residents for the delivery of goods and services?*

Since roads are most vulnerable to damage from heavy loads in the spring when the frost is coming out of the ground, it is reasonable for the City to continue to restrict and enforce a seasonal load limit on all City's streets. However, because roadways are typically the strongest during the summer, fall, and winter months, the risk of damage to the roads is reduced. With this in mind, it may be unnecessary to completely restrict loads over 4-tons all year long.

3. *How can heavy loads be held accountable for the damage that is caused to City streets?*

It is reasonable to expect that the owner of a load or loads that cause damage to a street be responsible for the cost of the necessary repairs. However, it may be very difficult to determine the origin of roadway damage because the damage may be caused by the cumulative effect of several loads going to different locations by different haulers. With this in mind, the City should continue to charge an appropriate permit fee for loads that weigh more than the posted limits.

After considering these questions, I believe that the City should continue to enforce 4-tons per axel load limits (5-tons on Minnetonka and Excelsior Boulevards) during spring road restrictions with no exceptions. If the City continues the practice of allowing increased loads when road restrictions are off, the permit fees should be increased to a level that helps offset the costs of potential damage to the streets. In addition, the City may want to require the establishment of an escrow account for new home construction and major reconstruction projects to ensure that damage immediately adjacent to the project is repaired at the completion of construction.

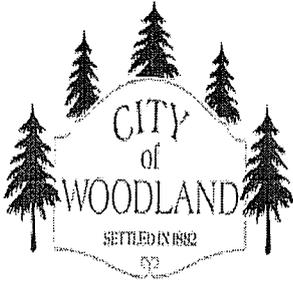
Hopefully this discussion can assist the City with decision-making as it relates to your load restriction policies. Please let me know if you have any question or need additional information.

Sincerely,
BOLTON & MENK, INC.

David P. Martini, P.E.
Project Manager

DPM/dpm

WOODLAND CITY COUNCIL



MEETING DATE: December 10, 2012

FROM: Shelley Souers, City Clerk

SUBJECT: Review and first reading: Ordinance No. 04-14; regulating the use of coal tar-based sealer products

OVERVIEW

The City Council reviewed draft ordinance language which would prohibit the use of coal tar based driveway sealers. (Ordinance and memo attached)

The ordinance language was prepared by the League of Minnesota Cities.

Council Member Carlson suggested that she would present the language to the MCWD for comment and feedback, prior to Council's approval.

Several metro communities have adopted the language into their ordinances. These cities also prohibit the sale of coal tar based sealers in their city. Woodland has no commercial or industrial zones and no business that would conduct the sale of such sealants. Language restricting the sale of coal tar based sealers would not be necessary in Woodland.

City Ordinance requires two reading of every ordinance. Council has the right to waive the second reading in the event that there is limited discussion and minimal changes made to the language following the first reading.

The City will be sending a newsletter out to resident in January. The newsletter could include a brief outline of Council's recent discussion regarding coal tar based sealants and seek feedback and comment from residents, prior to approving the final ordinance at the January 14th meeting.

Budget Impact:

City ordinance requires all ordinances to have two readings – Ordinance 200.09, Subd. 1. Council can waive the second reading by majority vote and approve ordinances and amendments after one reading. This is only advisable if there are minimal changes to the presented draft Ordinance.

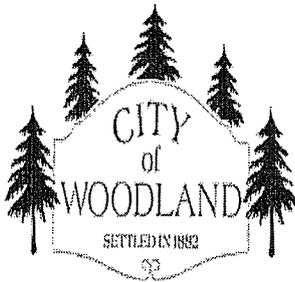
Summary Publication:

State law requires that ordinance be published in the City's official newspaper. However, in the case of lengthy ordinances, the law allows publication of a summary of the ordinance to fulfill this requirement. The City Council has approved

summary publications in the past for Ordinances. The summary publication would result in a cost savings to the City.

Recommendation / Action

Staff recommends that council approve the first reading of the Ordinance No. 04-14; Regulation of coal tar based sealers with the City of Woodland, and place the ordinance on the January Council agenda for a second reading and direct staff to prepare a resolution authorizing a summary publication of the approved ordinance.



WOODLAND CITY COUNCIL

MEETING DATE: November 13, 2012
FROM: Shelley Souers, City Clerk
SUBJECT: Draft Review: Ordinance No. 04-14;
regulating the use of coal tar-based sealer
products

OVERVIEW

In 2001 the Energy and Environment Commission (EEC) recommended that Cities consider adopting an ordinance to ban the use of coal tar-based sealer products.

- Coal tar sealer contain Polycyclic Aromatic Hydrocarbons, (PAHs), which have been identified as probable human carcinogens;
- PAHs from the sealants are released into the environment and become part of stormwater runoff;
- Once PAHs reach the ponds, lakes, and streams, they may pose a risk to aquatic life, birds and mammals;
- PAHs are causing issues for municipalities in the disposal of stormwater pond sediment;
- There is a viable alternative in asphalt based sealers which contain 1/65th the amount of PAHs as coal tar-based sealants.

The objective of this ordinance is to ban the use of coal tar-based sealants within the City of Woodland in an effort to safeguard water bodies, natural resources that contribute significant value to the community.

Although commonly applied to driveways and parking lots, scientific studies have demonstrated negative health and environmental effects when PAHs are released in the environment and become part of stormwater runoff. An alternative readily available are asphalt based sealants that contain 1/65th the amount of PAHs as do coal tar-based sealants. Coal tar products are not the sole source of PAHs, but eliminating its use on residential properties, will reduce a known water pollutant source. The dust from coal tar products can run off during rain events, which eventually finds its particles and residue deposited into local ponds and streams and eventually making its way into rivers.

Common concerns related to passing the ordinance banning coal tar-based sealants include the possible negative impacts on businesses, the inability to enforce the ban, and industry information that challenges the actual level of contribution of PAHs by coal tar-based sealants.

The League of Minnesota Cities has provided a draft ordinance for Cities to consider. The attached ordinance is the language as provided by the League of Minnesota Cities. They recommend that cities wishing to adopt this ordinance review it with their City Attorney to determine which provisions are suited for the City's circumstances. A city can modify the ordinance by eliminating provisions that concern activities it does not seek to regulate.

This ordinance may affect blacktop sealers practices within the City jurisdiction. The league of Minnesota Cities recommends prior to adoption that the City provide commercial sealer companies, City residents, and other interested persons an opportunity to provide input.

RECOMMENDED COUNCIL ACTION:

- Motion to review the draft Ordinance No.04-14; adopting language banning the use of coal tar-based sealants.

ORDINANCE NO. 04-14

AN ORDINANCE REGULATING THE USE OF COAL TAR-BASED SEALER PRODUCTS WITHIN THE CITY OF WOODLAND MINNESOTA

THE CITY COUNCIL OF THE CITY OF WOODLAND DOES ORDAIN:

SECTION 1. PURPOSE.

The City of Woodland understands that lakes, rivers, streams and other bodies of water are natural assets which enhance the environmental, recreational, cultural and economic resources and contribute to the general health and welfare of the community.

The use of sealers on asphalt driveways is a common practice. However, scientific studies on the use of driveway sealers have demonstrated a relationship between stormwater runoff and certain health and environmental concerns.

The purpose of this ordinance is to regulate the use of sealer products within the City of Woodland, in order to protect, restore, and preserve the quality of its waters.

SECTION 2. DEFINITIONS.

Except as may otherwise be provided or clearly implied by context, all terms shall be given their commonly accepted definitions. For the purpose of this ordinance, the following definitions shall apply unless the context clearly indicates or requires a different meaning:

ASPHALT-BASED SEALER. A petroleum-based sealer material that is commonly used on driveways, parking lots, and other surfaces and which does not contain coal tar.

COAL TAR. A byproduct of the process used to refine coal.

UNDILUTED COAL TAR-BASED SEALER. A sealer material containing coal tar that has not been mixed with asphalt and which is commonly used on driveways, parking lots and other surfaces.

CITY. The City of Woodland

MPCA. The Minnesota Pollution Control Agency.

PAHs. Polycyclic Aromatic Hydrocarbons. A group of organic chemicals formed during the incomplete burning of coal, oil, gas, or other organic substances. Present in coal tar and believed harmful to humans, fish, and other aquatic life.

SECTION 3. PROHIBITIONS.

A. No person shall apply any undiluted coal tar-based sealer to any driveway, parking lot, or other surface within the City of Woodland.

B. No person shall contract with any commercial sealer product applicator, residential or commercial developer, or any other person for the application of any undiluted coal tar-based sealer to any driveway, parking lot, or other surface within the City.

C. No commercial sealer product applicator, residential or commercial developer, or other similar individual or organization shall direct any employee, independent contractor, volunteer, or other person to apply any undiluted coal tar-based sealer to any driveway, parking lot, or other surface within the City.

SECTION 4. EXEMPTION.

Upon the express written approval from both the City and the MPCA, a person conducting bona fide research on the effects of undiluted coal tar-based sealer products or PAHs on the environment shall be exempt from the prohibitions provided in Section 3.

SECTION 5. ASPHALT-BASED SEALCOAT PRODUCTS.

The provisions of this ordinance shall only apply to use of undiluted coal tar-based sealer in the City and shall not affect the use of asphalt-based sealer products within the City.

SECTION 6. PENALTY.

Any person convicted of violating any provision of this ordinance is guilty of a misdemeanor and shall be punished by a fine not to exceed one thousand dollars (\$1,000.00) or imprisonment for not more than ninety (90) days, or both, plus the costs of prosecution in either case.

SECTION 7. SEVERABILITY.

If any provision of this ordinance is found to be invalid for any reason by a court of competent jurisdiction, the validity of the remaining provisions shall not be affected.

SECTION 8. EFFECTIVE DATE.

This ordinance becomes effective on the date of its publication, or upon the publication of a summary of the ordinance as provided by Minn. Stat. § 412.191, subd. 4, as it may be amended from time to time, which meets the requirements of Minn. Stat. § 331A.01, subd. 10, as it may be amended from time to time.

Passed by the Council this _____ day of _____, 20_____.

James S. Doak, Mayor

Attested:

Shelley Souers, City Clerk

CITY OF WOODLAND
 TREASURER'S REPORT
 FUND CASH BALANCES
 11/30/2012

Fund	10/31/2012	Monthly	Monthly	Monthly	11/30/2012
	Cash Balance	Revenues	Expenses	* Liabilities	Cash Balance
General Fund	\$ 182,302.00	\$ 1,453.00	\$ 17,842.00	\$ -	\$ 165,913.00
Street Improvement	\$ 10,159.00	\$ -	\$ 63.00	\$ -	\$ 10,096.00
Water	\$ (15,634.00)	\$ 4,643.00	\$ 250.00	\$ -	\$ (11,241.00)
* Water Loan - Principal			\$ -		
Sewer	\$ 132,182.00	\$ 6,690.00	\$ -	\$ -	\$ 138,872.00
* Sewer Loan - Principal				\$ -	
Total	\$ 309,009.00	\$ 12,786.00	\$ 18,155.00	\$ -	\$ 303,640.00

CITY OF WOODLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2012

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>TAXES</u>					
101-31010	CURRENT AD VALOREM	.00	159,050.99	310,224.00 (151,173.01)	51.27
101-31020	DELINQUENT AD VALOREM	.00	3,281.78	.00 3,281.78	.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	162,332.77	310,224.00 (147,891.23)	52.33
<hr/>					
<u>LICENSES & PERMITS</u>					
101-32160	PROFESSIONAL LICENSE	.00	600.00	500.00 100.00	120.00
101-32210	BUILDING PERMIT FEES	.00	3,472.70	8,000.00 (4,527.30)	43.41
101-32240	ANIMAL LICENSE	.00	50.00	75.00 (25.00)	66.67
101-32250	PARKING PERMITS	10.00	195.00	300.00 (105.00)	65.00
101-32260	OTHER PERMITS (ISTS)	272.81	869.81	200.00 669.81	434.90
<hr/>					
	TOTAL LICENSES & PERMITS	282.81	5,187.51	9,075.00 (3,887.49)	57.16
<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	3,748.01	2,661.00 1,087.01	140.85
101-33620	CDBG MONIES	.00	.00	.00 .00	.00
101-33630	RECYCLING GRANT	.00	1,580.00	1,500.00 80.00	105.33
<hr/>					
	TOTAL INTERGOVERNMENTAL AID	.00	5,328.01	4,161.00 1,167.01	128.05
<hr/>					
<u>PUBLIC CHARGES FOR SERVICE</u>					
101-34103	ZONING & SUBDIVISIONS	.00	1,225.00	500.00 725.00	245.00
101-34107	ASSESSMENT SEARCHES	.00	.00	.00 .00	.00
101-34207	FALSE ALARM FEES	500.00	2,550.00	1,500.00 1,050.00	170.00
101-34960	REFUNDS	.00	.00	.00 .00	.00
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	TOTAL PUBLIC CHARGES FOR SERVICE	500.00	3,775.00	2,000.00 1,775.00	188.75
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<u>FINES & FORFEITURES</u>					
101-35101	COURT FINES	644.00	7,335.20	3,000.00 4,335.20	244.51
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	TOTAL FINES & FORFEITURES	644.00	7,335.20	3,000.00 4,335.20	244.51

CITY OF WOODLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2012

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>MISCELLANEOUS REVENUE</u>					
101-36100 SPECIAL ASSESSMENTS	.00	.00	.00	.00	.00
101-36102 INTEREST	26.47	337.52	1,000.00	(662.48)	33.75
101-36210 STONE ARCH DONATION	.00	1,050.00	.00	1,050.00	.00
101-36220 OTHER INCOME	.00	539.89	1,000.00	(460.11)	53.99
TOTAL MISCELLANEOUS REVENUE	26.47	1,927.41	2,000.00	(72.59)	96.37
<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	1,453.28	185,885.90	330,460.00	(144,574.10)	56.25

CITY OF WOODLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2012

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>COUNCIL</u>					
101-41100-103 COUNCIL SALARIES	.00	.00	240.00	240.00	.00
101-41100-122 FICA CONTRIBUTIONS	.00	.00	15.00	15.00	.00
101-41100-123 MEDICARE CONTRIBUTIONS	.00	.00	5.00	5.00	.00
101-41100-309 MISC PROFESSIONAL SERVICE	.00	.00	.00	.00	.00
101-41100-371 TRAINING/CONFERENCES	.00	93.70	200.00	106.30	46.85
101-41100-433 DUES/SUBSCRIPTION	.00	30.00	.00	(30.00)	.00
101-41100-439 COUNCIL/CONTINGENCY/MISC	.00	.00	200.00	200.00	.00
TOTAL COUNCIL	.00	123.70	660.00	536.30	18.74
<u>ELECTIONS</u>					
101-41200-103 ELECTION SALARIES	650.37	1,474.12	1,300.00	(174.12)	113.39
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	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	80.40	150.08	200.00	49.92	75.04
101-41200-419 POLLING PLACE RENTAL	.00	270.26	200.00	(70.26)	135.13
101-41200-439 ELECTION/CONTINGENCY	43.00	43.00	.00	(43.00)	.00
TOTAL ELECTIONS	773.77	2,407.81	2,850.00	442.19	84.48
<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	202.32	748.64	600.00	(148.64)	124.77
101-41400-219 OPERATIONAL SUPPLIES-OTHER	.00	457.26	300.00	(157.26)	152.42
101-41400-308 ZONING COORDINATOR SERVICES	296.48	1,313.33	2,800.00	1,286.67	50.51
101-41400-309 PROFESSIONAL SVCS - OTHER	.00	177.40	125.00	(52.40)	141.92
101-41400-310 CLERICAL SERVICES	3,804.58	41,850.38	45,655.00	3,804.62	91.67
101-41400-322 POSTAGE	.00	285.87	500.00	214.13	57.17
101-41400-351 PUBLISHING/LEGAL NOTICES	80.91	720.51	1,500.00	779.49	48.03
101-41400-371 TRAINING/MISC	.00	.00	75.00	75.00	.00
101-41400-439 CLERK-CONTINGENCY	2.55	53.80	.00	(53.80)	.00
101-41400-530 CAP OUTLAY-IMP OTHER THAN	.00	.00	.00	.00	.00
TOTAL CONTRACTED SERVICES	4,386.84	45,607.19	51,355.00	5,747.81	88.81

CITY OF WOODLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2012

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>ASSESSOR CONTRACT</u>					
101-41500-309 ASSESSOR CONTRACT	751.50	8,152.50	8,850.00	697.50	92.12
TOTAL ASSESSOR CONTRACT	751.50	8,152.50	8,850.00	697.50	92.12
<u>LEGAL SERVICES</u>					
101-41600-304 LEGAL SERVICES/GENERAL	588.00	836.00	8,000.00	7,164.00	10.45
101-41600-305 LEGAL SVCS/PROSECUTION	.00	1,457.73	2,000.00	542.27	72.89
TOTAL LEGAL SERVICES	588.00	2,293.73	10,000.00	7,706.27	22.94
<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	93,710.82	102,233.00	8,522.18	91.66
TOTAL PUBLIC SAFETY EXPENSES	8,519.14	93,710.82	102,233.00	8,522.18	91.66
<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	1,687.50	3,187.00	10,000.00	6,813.00	31.87
TOTAL ENGINEERING FEES	1,687.50	3,187.00	10,000.00	6,813.00	31.87

CITY OF WOODLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2012

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>PUBLIC WORKS EXPENSES</u>					
101-43100-229 ROAD MAINTENANCE FUND	.00	.00	.00	.00	.00
101-43100-309 PROFESSIONAL SVCS (SEAL COAT)	.00	.00	.00	.00	.00
101-43100-381 S&R-UTILITY SERVICES-ELEC	.00	.00	.00	.00	.00
101-43100-409 ROAD MAINTENANCE FUND	.00	.00	.00	.00	.00
TOTAL PUBLIC WORKS EXPENSES	.00	.00	.00	.00	.00
<u>PUBLIC WORKS CONTRACT SVCS</u>					
101-43900-219 OPERATIONAL SUPPLIES-OTHE	.00	.00	.00	.00	.00
101-43900-226 SIGNS	.00	1,669.67	1,700.00	30.33	98.22
101-43900-309 PROFESSIONAL SERVICES	.00	.00	.00	.00	.00
101-43900-310 SWEEPING/ROADS/MISC	.00	5,215.71	6,000.00	784.29	86.93
101-43900-311 STORM SEWER/MISC CLEANUP	.00	.00	200.00	200.00	.00
101-43900-312 SNOW PLOWING CONTRACTURAL	.00	12,325.00	35,000.00	22,675.00	35.21
101-43900-313 TREES/MOWING CONTRACTURAL	.00	6,136.97	8,000.00	1,863.03	76.71
101-43900-319 PROF SERVICES - SEPTIC SYSTEMS	.00	5,111.02	5,200.00	88.98	98.29
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	.00	30,458.37	56,100.00	25,641.63	54.29
<u>PARKS CONTRACT SERVICES</u>					
101-49000-309 MISC.-PROFESSIONAL SRVCS	.00	.00	500.00	500.00	.00
101-49000-310 RECYCLING CONTRACT	781.44	8,595.84	9,960.00	1,364.16	86.30
101-49000-319 PROF SERVICE-METRO WEST	.00	263.92	.00	(263.92)	.00
101-49000-369 INSURANCE	.00	2,950.00	3,200.00	250.00	92.19
101-49000-433 DUES & SUBSCRIPTIONS	171.66	6,977.66	6,805.00	(172.66)	102.54
101-49000-438 DEER CONTROL	.00	.00	.00	.00	.00
101-49000-439 CONTINGENCY	181.73	2,796.73	500.00	(2,296.73)	559.35
TOTAL PARKS CONTRACT SERVICES	1,134.83	21,584.15	20,965.00	(619.15)	102.95
<u>TRANSFERS</u>					
101-49300-720 TRANSFERS OUT	.00	32,661.00	32,661.00	.00	100.00
TOTAL TRANSFERS	.00	32,661.00	32,661.00	.00	100.00
<u>TOTAL FUND EXPENDITURES</u>					
	17,841.58	271,298.07	330,460.00	59,161.93	82.10

CITY OF WOODLAND
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2012

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
NET REVENUES OVER EXPENDITURES	(16,388.30)	(85,412.17)	.00	(203,736.03)	.00

CITY OF WOODLAND
REVENUES/EXPENDITURES COMPARED TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2012

GENERAL FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
<u>REVENUE</u>					
TAXES	.00	162,332.77	310,224.00	147,891.23	52.3
LICENSES & PERMITS	282.81	5,187.51	9,075.00	3,887.49	57.2
INTERGOVERNMENTAL AID	.00	5,328.01	4,161.00 (1,167.01)	128.1
PUBLIC CHARGES FOR SERVICE	500.00	3,775.00	2,000.00 (1,775.00)	188.8
FINES & FORFEITURES	644.00	7,335.20	3,000.00 (4,335.20)	244.5
MISCELLANEOUS REVENUE	26.47	1,927.41	2,000.00	72.59	96.4
OTHER FINANCING SOURCES	.00	.00	.00	.00	.0
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL FUND REVENUE	1,453.28	185,885.90	330,460.00	144,574.10	56.3
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<u>EXPENDITURES</u>					
COUNCIL	.00	123.70	660.00	536.30	18.7
ELECTIONS	773.77	2,407.81	2,850.00	442.19	84.5
CONTRACTED SERVICES	4,386.84	45,607.19	51,355.00	5,747.81	88.8
ASSESSOR	751.50	8,152.50	8,850.00	697.50	92.1
LEGAL SERVICES	588.00	2,293.73	10,000.00	7,706.27	22.9
AUDITING	.00	10,723.00	10,723.00	.00	100.0
PUBLIC SAFETY EXPENSES	8,519.14	93,710.82	102,233.00	8,522.18	91.7
FIRE PROTECTION	.00	20,388.80	24,063.00	3,674.20	84.7
ENGINEERING	1,687.50	3,187.00	10,000.00	6,813.00	31.9
PUBLIC WORKS EXPENSE	.00	.00	.00	.00	.0
PUBLIC WORKS CONTRACT SERVICES	.00	30,458.37	56,100.00	25,641.63	54.3
PARKS CONTRACT SERVICES	1,134.83	21,584.15	20,965.00 (619.15)	103.0
TRANSFERS OUT	.00	32,661.00	32,661.00	.00	100.0
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TOTAL FUND EXPENDITURES	17,841.58	271,298.07	330,460.00	59,161.93	82.1
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
NET REVENUE OVER EXPENDITURES	(16,388.30)	(85,412.17)	.00	85,412.17	.0
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CITY OF WOODLAND
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2012

STREET IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>INTERGOVERNMENTAL AID</u>					
401-33610 STATE/COUNTY AID	.00	2,661.00	2,661.00	.00	100.00
TOTAL INTERGOVERNMENTAL AID	.00	2,661.00	2,661.00	.00	100.00
<u>SPECIAL ASSESSMENTS</u>					
401-36102 INTEREST INCOME	.00	.00	30.00	(30.00)	.00
TOTAL SPECIAL ASSESSMENTS	.00	.00	30.00	(30.00)	.00
<u>OTHER FINANCING SOURCES</u>					
401-39200 INTERFUND TRANSFER	.00	30,000.00	30,000.00	.00	100.00
TOTAL OTHER FINANCING SOURCES	.00	30,000.00	30,000.00	.00	100.00
TOTAL FUND REVENUE	.00	32,661.00	32,691.00	(30.00)	99.91

CITY OF WOODLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2012

STREET IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>STREET IMPROVE FUND EXPENSES</u>					
401-43100-303 PROF SERVICES/ENGINEERING	62.50	14,243.50	6,000.00	(8,243.50)	237.39
401-43100-351 BID NOTICES/LEGAL/MISC	.00	.00	.00	.00	.00
401-43100-409 STREET IMPROVEMENT	.00	48,289.01	30,000.00	(18,289.01)	160.96
TOTAL STREET IMPROVE FUND EXPENSES	62.50	62,532.51	36,000.00	(26,532.51)	173.70
TOTAL FUND EXPENDITURES	62.50	62,532.51	36,000.00	(26,532.51)	173.70
NET REVENUES OVER EXPENDITURES	(62.50)	(29,871.51)	(3,309.00)	26,502.51	(902.74)

CITY OF WOODLAND
 REVENUES/EXPENDITURES COMPARED TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2012

STREET IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUE</u>					
INTERGOVERNMENTAL AID	.00	2,661.00	2,661.00	.00	100.0
SPECIAL ASSESSMENTS	.00	.00	30.00	30.00	.0
OTHER FINANCING SOURCES	.00	30,000.00	30,000.00	.00	100.0
TOTAL FUND REVENUE	.00	32,661.00	32,691.00	30.00	99.9
<u>EXPENDITURES</u>					
STREET IMPROVEMENT FUND EXPENSES	62.50	62,532.51	36,000.00 (26,532.51)	173.7
TOTAL FUND EXPENDITURES	62.50	62,532.51	36,000.00 (26,532.51)	173.7
 NET REVENUE OVER EXPENDITURES	 (62.50)	 (29,871.51)	 (3,309.00)	 26,562.51	 (902.7)

CITY OF WOODLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2012

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>TAXES</u>					
601-31801 WATER SURCHARGE REV	.00	.00	.00	.00	.00
TOTAL TAXES	.00	.00	.00	.00	.00
<u>LICENSES & PERMITS</u>					
601-32260 WATER PERMITS	.00	.00	.00	.00	.00
TOTAL LICENSES & PERMITS	.00	.00	.00	.00	.00
<u>SPECIAL ASSESSMENTS</u>					
601-36101 SP ASSMTS - 97 IMPROVE PROJECT	.00	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	.00	8,493.95	13,202.00 (4,708.05)	64.34
<u>WATER USAGE REVENUE</u>					
601-37101 WATER USE CHARGES	2,131.99	9,116.87	7,260.00	1,856.87	125.58
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	1,663.61	7,989.72	8,560.00 (570.28)	93.34
601-37171 WATER ADMIN FEE	.00	.00	.00	.00	.00
601-37172 WATER USER FEE	847.88	3,899.70	4,145.00 (245.30)	94.08
TOTAL WATER USAGE REVENUE	4,643.48	21,006.29	19,965.00	1,041.29	105.22
<u>OTHER FINANCING SOURCES</u>					
601-39200 INTERFUND OPERATING TRANS	.00	.00	.00	.00	.00
TOTAL OTHER FINANCING SOURCES	.00	.00	.00	.00	.00
TOTAL FUND REVENUE	4,643.48	29,500.24	33,167.00 (3,666.76)	88.94

CITY OF WOODLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2012

		WATER FUND				
		PERIOD		BUDGET		% OF
		ACTUAL	YTD ACTUAL	AMOUNT	VARIANCE	BUDGET
<u>TRANSFERS</u>						
601-49300-720	OPERATING TRANSFERS	.00	.00	.00	.00	.00
	TOTAL TRANSFERS	.00	.00	.00	.00	.00
<u>WATER FUND EXPENSES</u>						
601-49400-106	SALARY	.00	.00	.00	.00	.00
601-49400-122	FICA CONTRIBUTIONS	.00	.00	.00	.00	.00
601-49400-123	MEDICARE CONTRIBUTIONS	.00	.00	.00	.00	.00
601-49400-209	WATER-OFFICE SUPPLIES	.00	.00	.00	.00	.00
601-49400-214	FORMS/PRINTING	.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	.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	81.26	.00	(81.26)	.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	250.00	8,545.86	2,000.00	(6,545.86)	427.29
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	.00	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	9,455.00	7,260.00	(2,195.00)	130.23
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
	TOTAL WATER FUND EXPENSES	250.00	37,129.60	32,889.00	(4,240.60)	112.89
<u>DEPRECIATION</u>						
601-49970-420	DEPRECIATION EXPENSE	.00	.00	.00	.00	.00
	TOTAL DEPRECIATION	.00	.00	.00	.00	.00
	TOTAL FUND EXPENDITURES	250.00	37,129.60	32,889.00	(4,240.60)	112.89
	NET REVENUES OVER EXPENDITURES	4,393.48	(7,629.36)	278.00	573.84	(2,744.37)

CITY OF WOODLAND
REVENUES/EXPENDITURES COMPARED TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2012

WATER FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
<u>REVENUE</u>					
TAXES	.00	.00	.00	.00	.0
LICENSES & PERMITS	.00	.00	.00	.00	.0
SPECIAL ASSESSMENTS	.00	8,493.95	13,202.00	4,708.05	64.3
WATER USAGE REVENUE	4,643.48	21,006.29	19,965.00 (1,041.29)	105.2
OTHER FINANCING SOURCES	.00	.00	.00	.00	.0
TOTAL FUND REVENUE	4,643.48	29,500.24	33,167.00	3,666.76	88.9
<u>EXPENDITURES</u>					
TRANSFERS OUT	.00	.00	.00	.00	.0
WATER FUND EXPENSES	250.00	37,129.60	32,889.00 (4,240.60)	112.9
DEPRECIATION	.00	.00	.00	.00	.0
TOTAL FUND EXPENDITURES	250.00	37,129.60	32,889.00 (4,240.60)	112.9
NET REVENUE OVER EXPENDITURES	4,393.48 (7,629.36)	278.00	7,907.36	744.4)

CITY OF WOODLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2012

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>TAXES</u>					
602-31801 SEWER SURCHARGE REV	.00	.00	.00	.00	.00
TOTAL TAXES	.00	.00	.00	.00	.00

<u>LICENSES & PERMITS</u>					
602-32260 SEWER PERMITS	.00	.00	.00	.00	.00
TOTAL LICENSES & PERMITS	.00	.00	.00	.00	.00

<u>SEWER USAGE REVENUE</u>					
602-34401 SEWER USE CHARGES	2,748.16	12,398.59	11,702.00	696.59	105.95
602-34402 LATE CHARGES & PENALTIES	.00	.00	.00	.00	.00
602-34408 0	.00	.00	.00	.00	.00
TOTAL SEWER USAGE REVENUE	2,748.16	12,398.59	11,702.00	696.59	105.95

<u>SPECIAL ASSESSMENTS</u>					
602-36100 SP ASSMTS - 97 IMPROVE PROJECT	.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	.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	1,503.69	6,741.83	7,167.00	(425.17)	94.07
602-37171 SEWER ADMIN FEE	.00	.00	.00	.00	.00
602-37172 SEWER USER FEE	2,438.10	10,919.16	11,607.00	(687.84)	94.07
602-37270 SAC-CITY PORTION	.00	.00	.00	.00	.00
TOTAL SEWER USAGE REVENUE	3,941.79	17,660.99	18,774.00	(1,113.01)	94.07

CITY OF WOODLAND
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2012

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>OTHER FINANCING SOURCES</u>					
602-39200 INTERFUND OPERATING TRANS	.00	.00	.00	.00	.00
TOTAL OTHER FINANCING SOURCES	.00	.00	.00	.00	.00
 TOTAL FUND REVENUE	 6,689.95	 33,371.60	 34,967.00	 (1,595.40)	 95.44

CITY OF WOODLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2012

		SEWER FUND				
		PERIOD	BUDGET		% OF	
		ACTUAL	YTD ACTUAL	AMOUNT	VARIANCE	BUDGET
<u>SEWER FUND EXPENSES</u>						
602-43200-106	SALARY	.00	.00	.00	.00	.00
602-43200-122	FICA CONTRIBUTIONS	.00	.00	.00	.00	.00
602-43200-123	MEDICARE CONTRIBUTIONS	.00	.00	.00	.00	.00
602-43200-214	OPERATIONAL SUPP-FORMS/PR	.00	22.00	50.00	28.00	44.00
602-43200-219	OPERATIONAL SUPPLIES-OTHE	.00	.00	.00	.00	.00
602-43200-229	R&M SUPPLIES-OTHER	.00	.00	.00	.00	.00
602-43200-303	ENGINEERING FEES	.00	1,133.29	1,500.00	366.71	75.55
602-43200-309	PROFESSIONAL SVCS	.00	2,290.00	.00	(2,290.00)	.00
602-43200-310	SEWER-CONTRACTURAL	.00	.00	.00	.00	.00
602-43200-319	EQUIPMENT MAINTENANCE-OTH	.00	.00	2,500.00	2,500.00	.00
602-43200-322	COMMUNICATIONS-POSTAGE	.00	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	13,174.07	11,702.00	(1,472.07)	112.58
602-43200-400	REPAIR & MNTNCE-INFILTRATION	.00	.00	3,000.00	3,000.00	.00
602-43200-404	R&M-MACHINERY & EQUIPMENT	.00	.00	.00	.00	.00
602-43200-409	R&M CONTRACTURAL-OTHER	.00	.00	.00	.00	.00
602-43200-420	SEWER-DEPRECIATION	.00	.00	.00	.00	.00
602-43200-439	SEWER-CONTINGENCY	.00	.00	.00	.00	.00
602-43200-530	CAPITAL OUTLAY-OTHER THAN	.00	.00	.00	.00	.00
602-43200-602	IMPROVE BOND-PRINCIPAL	.00	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	.00	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
TOTAL SEWER FUND EXPENSES		.00	56,201.52	58,620.00	2,418.48	95.87
<u>DEPRECIATION</u>						
602-49970-420	DEPRECIATION EXPENSE	.00	.00	.00	.00	.00
TOTAL DEPRECIATION		.00	.00	.00	.00	.00
<u>TOTAL FUND EXPENDITURES</u>						
		.00	56,201.52	58,620.00	2,418.48	95.87
NET REVENUES OVER EXPENDITURES		6,689.95	(22,829.92)	(23,653.00)	(4,013.88)	(96.52)

CITY OF WOODLAND
 REVENUES/EXPENDITURES COMPARED TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2012

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUE</u>					
TAXES	.00	.00	.00	.00	.0
LICENSES & PERMITS	.00	.00	.00	.00	.0
SEWER USAGE REVENUE	2,748.16	12,398.59	11,702.00	(696.59)	106.0
SPECIAL ASSESSMENTS	.00	3,312.02	4,491.00	1,178.98	73.8
SEWER USAGE REVENUE	3,941.79	17,660.99	18,774.00	1,113.01	94.1
OTHER FINANCING SOURCES	.00	.00	.00	.00	.0
TOTAL FUND REVENUE	6,689.95	33,371.60	34,967.00	1,595.40	95.4
<u>EXPENDITURES</u>					
SEWER FUND EXPENSES	.00	50,055.89	52,424.00	2,368.11	95.5
DEPRECIATION	.00	.00	.00	.00	.0
TOTAL FUND EXPENDITURES	.00	50,055.89	52,424.00	2,368.11	95.5
NET REVENUE OVER EXPENDITURES	6,689.95	(16,684.29)	(17,457.00)	(772.71)	(95.6)