

**CITY OF WOODLAND
COUNCIL AGENDA**

**MONDAY, DECEMBER 12, 2011
7:00 P.M.**

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

2. ROLL CALL

3. CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will be no special discussion of these items unless a Councilmember or Citizen so requests, in which event will be removed from the Consent Agenda and will be considered separately.

A. Minutes November 14, 2011; Regular Council Meeting

B. Resolution No. 23-2011; Resolution Accepting Monetary Donations in 2011 for the Stone Arch Restoration

C. Multiple Dog Permit Renewal

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

4. PUBLIC COMMENTS

5. PUBLIC HEARING

A. Budget hearing to adopt the 2012 General Fund Budget and Tax Levy

- Resolution No. 24-2011; Adopting the final 2012 Budget
- Resolution No. 25-2011; Adopting the final Tax Levy collectible in 2012

6. NEW BUSINESS

A. County Commissioner Jan Callison – Annual Updates

B. Resolution No. 26-2011; Providing for a Change in Municipal Water and Sewer Charges for 2012

C. Discussion of Funding Alternatives for Septic System Inspections and Enterprise Administrative Expenses

7. OLD BUSINESS

A. Vehicle Load Limits and Fees; Ordinance No. 05-04 and Ordinance No. 03-16

B. Continue Discussion- Traffic Speeds Along Breezy Point Road and Digital Feedback Sign Information

8. MAYOR'S REPORT

9. COUNCIL REPORTS

A. Council Member Jilek – Ordinances, Website & LMCD

B. Council Member Rich - Roads, Signs & Trees

C. Council Member Carlson - Finance, Enterprise Funds, Intergovernmental Relations & MCWD

D. Council Member Massie - Public Safety & Deer Management

10. ACCOUNTS PAYABLE

11. TREASURERS REPORT

12. ADJOURNMENT

WOODLAND
CITY COUNCIL MINUTES
MONDAY, NOVEMBER 14, 2011
7:00PM

CALL TO ORDER & PLEDGE OF ALLEGIANCE

ROLL CALL

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

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

Guests: Tom Newberry and Mark Simenson

CONSENT AGENDA

A) Minutes October 10, 2011; Regular Council Meeting

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

PUBLIC COMMENTS

None.

NEW BUSINESS

C. Controlled Burn - Prairie Restoration, 18205 Breezy Point Road

Mark Simenson with Prairie Restoration addressed council on behalf of Mr. Stillman, 18205 Breezy Point Road, to request permission to conduct a controlled burn to restore a portion of the property to a native prairie landscape. Mr. Simenson stated that the property had been neglected and overgrown with buckthorn and weeds. A one acre area had been sprayed to kill weeds and vegetation. The most efficient and economical step to remove the weeds is to burn off the top layer.

Mr. Simenson stated that he is a former city forester and has worked with Prairie Restorations for five years. All controlled burns are conducted when weather and wind conditions are appropriate. A crew and water trucks would be on site during the burn operation. Mr. Simenson received the required permit from the DNR and had spoken with Fire Chief Klapprich regarding the burn request.

Council Member Carlson noted that the City does not have fire hydrants near the subject property.

Mr. Simenson stated that they will have an ample supply of water on site. The burn and clean up will take about an hour. The crew will post signs regarding smoke and contact affected neighbors. He also distributed proof of liability insurance.

Mr. Simenson reiterated that a crew will be on site the entire time and all fires are extinguished before they leave the site. The burn is conducted for site preparation. This site will be seeded with about 50 different native species and designed to grow about knee high. A native prairie area should be burned every 3 years to maintain the natural vegetation and flowers. Native prairie plants have deep roots, once established. Mr. Simenson stated a prairie area can be planted after tilling, but that method tends to leave undesirable weed seeds on the surface which will sprout next season.

Council noted that future burn permits will also require Council approval. All materials related to the current burn will be included in the property house file.

Council Member Carlson moved to approve the controlled burn permit for Prairie Restorations at 18205 Breezy Point Road. Council Member Massie seconded the motion. Motion carried 4-1.

A. Traffic Speeds on Breezy Point Road

Mayor Doak noted that the City had received several calls concerning traffic speeds along Breezy Point Road.

Chief Johnson reported that the speed trailer was set up to record the speed of vehicles traveling west bound on Breezy Point Road over a 12 day period. The speed trailer recorded speeds of over 26,000 vehicles during the period of October 27 through November 7. Officers also increased their presence along Breezy Point Road during peak traffic times. Approximately, 42% of the vehicles were proceeding at 35 mph or less. Those moving faster were largely in the 40 mph range, but some were exceeding 50 mph. The Council noted that a school bus stop is in the same area as the speed observations. The safety of school children is a serious concern to the Council.

Council agreed to take several steps to further enforce the posted speed along Breezy Point Road:

- 1) Increase police enforcement
- 2) Information in the January newsletter
- 3) Check with the school bus company regarding alternative route options
- 4) Staff will gather additional information on sign options that include flashing lights on a timer and a digital radar speed sign

Chief Johnson reported that one Officer will be resigning as of December 31. The department has posted the position and is accepting application. Chief Johnson stated that he would appreciate a Woodland Council Member participating in the interview process.

B. Municipal Water and Sewer Quarterly Charges

Council Member Carlson reported that she met with staff to go over the 2011 water fund budget year-to-date expense and revenues. Due to several unplanned maintenance repairs, the budgeted expenditures exceeded the revenue by about \$7,200 to-date. Council Member Carlson stated that one option is to spread the expense costs over three years to minimize the quarterly utility increase.

Council Member Carlson also reported that the City of Minnetonka will require an upgrade of the reading device on all water meters beginning 2014. The meter replacement costs would need to be budgeted for over the next three years in order to accrue adequate funds to cover the anticipated costs. Council Member Carlson and Council Member Jilek suggested that residents be charged for meter replacement through a one-time charge on their utility bill at the time the meter is upgraded.

Council reviewed two budget scenarios regarding the 2012 water maintenance increase and agreed to spread the 2011 excess expenditures over a three year period to help minimize the overall quarterly utility increase for 2012. The cost of the water meter up grade will be billed at the time of the upgrade. Council Member Carlson will speak with the Groveland Association members at their annual board meeting regarding the water fund balance and 2012 budget projections.

OLD BUSINESS

A. Jet Cleaning Sewer Lines

Council reviewed three quotes for jet cleaning of the sewer lines.

Council Member Carlson moved to approve the quote from Pipe Services to jet the sewer lines in the amount of \$3,340. Council Member Jilek seconded the motion. Motion carried 5-0.

B. Chapter 5; Vehicle Load Limits - continued

Council reviewed draft ordinance language regarding vehicle load limits. Woodland permits vehicles with nine tons per axel May 2 to February 28, with the exception of seasonal limits from March 1 to May 1 restricting vehicles to four tons per axel. City ordinance allows staff to issue a permit for two tons over the posted limit.

Council considered limiting garbage trucks to small vehicles only during the March - May restricted period. Staff will gather additional information on the axel weight of a standard garbage truck versus a small garbage truck prior to the December meeting. Council will continue discussion at the December meeting.

MAYORS REPORT

Mayor Doak stated that CenterPoint placed several tall plastic gas valve markers along the gas line restoration route. These markers will interfere with the stacking of snow on the right of way. Mayor Doak stated that Woodland will speak with CenterPoint regarding these markers and confirm that the City cannot be responsible for damage to these markers from the snow plows.

Mayor Doak reported that the MCWD had issued a dredging permit for a property on Gale Road to improve dockage. The lake spoils will be hauled off site.

Mayor Doak reported that he met with the City Engineer to review the MS4 stormwater pond inventory map that the Minnesota Pollution Control Agency required all municipalities to complete. The City is on schedule to comply with the MPCA requirements.

Council Member Massie reported that he attended a Bushaway Road neighborhood meeting regarding improvements to County Road 101. The improvements include a two lane road with a bike and pedestrian path. The Bushaway homeowners desire to preserve a natural appearance of the roadway and this has been an area of contention with the County. The rail road bed would be lower six feet and the bridge will be lowered two feet at the McGinty Road intersection. The plan also includes several retaining walls. It appears that a traffic circle is the preferred option for the Breezy Point Road intersection. The County is seeking approval of the plans by April 2012.

COUNCIL REPORTS

Ordinance, LMCD and Website

Council Member Jilek stated that Herb Suerth will complete his term with the Lake Minnetonka Conservation District as of January 31, 2012. Woodland is seeking a volunteer to represent the City on this committee. Council Member Jilek reported that the Lake Minnetonka Communications Commission (LMCC) is in the process of renewing the franchise agreement with Mediacom. The agreement had been a 15 year agreement. The LMCC is seeking a 10 year renewal agreement. The agreement will be in effect January 2013.

Roads, Signs and Trees

Council Member Rich reported he had a request for a convex mirror along Gale Road. Council agreed Gale Road is private and residents can put up mirrors at their own cost.

Finance, Enterprise Funds, Intergovernmental & MCWD

Council Member Carlson reported that she will be attending two League of Minnesota Cities meetings on November 17 and November 29. Council Member Carlson will report back to Council in December.

Public Safety

Council Member Massie reported that two deer have been removed to date.

ACCOUNTS PAYABLE

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

TREASURER'S REPORT

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

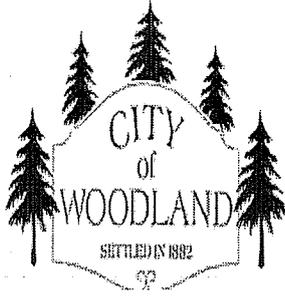
ADJOURNMENT

Council adjourned by consent at 9:30PM

ATTEST:

Shelley J. Souers, City Clerk

James S. Doak, Mayor



REQUEST FOR ACTION
WOODLAND CITY COUNCIL

MEETING DATE: December 12, 2011
FROM: Shelley Souers, City Clerk
SUBJECT: Annual Multiple Dog Permits

OVERVIEW/BACKGROUND

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

The annual permit fee is \$25.

Notice has been sent to adjacent property owners.

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 2012

- 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 2012.

**CITY OF WOODLAND
RESOLUTION NO. 23-2011**

RESOLUTION ACCEPTING DONATIONS

WHEREAS, The City of Woodland is authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts and bequests for the benefit of recreational services pursuant to Minnesota Statutes Section 471.17; and

WHEREAS, The following persons have contributed the cash amounts set forth below to the City of Woodland:

<u>Name of Donor(s)</u>	<u>Amount</u>
Tom & Sue Newberry	\$500
James & Marlene Doak	\$100
Chris & Caryn Rich	\$100
Keith & Cheryl Ciampa	\$100
Shelley Souers	\$ 50
John & Bétise Massie	\$250
Bill & Sliv Carlson	\$ 50

WHEREAS, All such donations have been contributed to assist the City in the restoration efforts of the historical Stone Arch located along the public street of Stone Arch Road; and,

WHEREAS, The City Council finds that it is appropriate to accept the donations offered.

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

1. The donations described above are accepted and shall be used toward the restoration of the Stone Arch structure to continue the long-term preservation of this historical Arch.
2. The City Clerk is hereby directed to issue a receipt to each donor acknowledging the City's receipt of the donation,

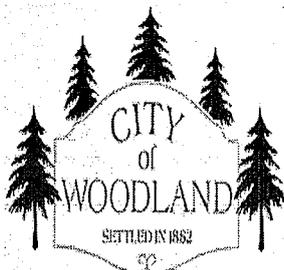
Adopted by the City Council of the City of Woodland on December 12, 2011.

Approved:

James S. Doak, Mayor

ATTESTED:

Shelley Souers, City Clerk

WOODLAND CITY COUNCIL

MEETING DATE: December 12, 2011
FROM: Shelley Souers, City Clerk
SUBJECT: 2012 Property Tax Levy and Budget

RECOMMENDED ACTION

- 1) Motion to adopt Resolution No. 24-2011; approving the final 2012 General Fund Budget**
- 2) Motion to adopt Resolution No. 25-2011; approving the final Tax Levy to fund the 2012 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 2012 general fund expenditures are estimated to be \$330,460, an increase of \$16,557 from \$313,903 budgeted in 2011. 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 5.2% from 2011.

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 proposed 2012 budget is \$310,224. This is an increase of \$9,542 (3.1%) over the 2011 levy.

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 in the spring of 2012.

All contracted services had modest increases from 2011. Several significant changes include an increase of \$10,000 to the snow plow budget. The 2012 budget includes \$2,800 for election costs. The Council budgeted \$1,700 to replace street signs as needed, following new federal requirements dictating sign reflectivity standards. The Council reduced the 2012 budget for engineering and legal support.

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

* 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.

CITY OF WOODLAND

RESOLUTION NO. 24-2011

RESOLUTION ADOPTING THE FINAL BUDGET FOR 2012

WHEREAS, The City Council of Woodland has reviewed the 2012 City Budget and determined the that proposed expenditures and revenues adequately address the needs of the City and the residents it serves as reflected in the line item budget (Exhibit A), and

WHEREAS, The City of Woodland has published a notice fixing the time and place of the Council meeting to adopt a final General Fund Budget for 2012.

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

The Council of the City of Woodland hereby adopts the 2012 balanced General Fund Budget in the amount of \$330,460. (Revenues/Expenditures)

Adopted this 12 day of December, 2011 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. 25-2011

RESOLUTION ADOPTING THE FINAL PROPERTY TAX LEVY,
FOR TAX PAYABLE IN 2012

WHEREAS, the City Council has prepared the budget for the fiscal year commencing January 1, 2012 and the budget requires monies to be raised from property taxes on taxable property in the City of Woodland.

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 payable in 2012, upon taxable property in the City of Woodland, for the following purpose:

General Fund \$ 310,224
(Three Hundred Ten Thousand Two Hundred Twenty Four Dollars)

Adopted this 12 day of December, 2011 by the City Council of the City of Woodland.

ATTEST:

James S. Doak, Mayor

Shelley Souers, City Clerk

City of Woodland - December 12, 2011 - Final Budget Review for 2012

REVENUES

	2008	2009	2010	2011	2011	2011	2011	2012
	Actual	Actual	Actual	YTD	% of Budget	Projection	Budget	Proposed Budget
Taxes								
Current Ad Valorem	257,432	287,839	294,507	148,663	49.44%	290,000	300,682	310,224
Delinquent Ad Valorem	766	3,242	11,709	4,995	0.00%	5,500	0	0
Penalties	0	0	0	0	0.00%		0	0
Total Taxes	258,198	291,081	306,216	153,658	51.10%	295,500	300,682	310,224
Licenses and Permits								
Professional License	700	600	275	600	120.00%	600	500	500
Building Permit Fees	42,926	8,001	12,231	19,919	497.98%	20,000	4,000	8,000
Animal License	75	600	25	100	200.00%	100	50	75
Parking Permits	335	360	300	305	101.67%	320	300	300
Other Permits/Misc.	1,297	1,178	830	45	11.25%	45	400	200
Total Licenses and Permits	45,333	10,739	13,661	20,969	399.41%	21,065	5,250	9,075
Intergovernmental Aid								
Gov. Aid - LGA	3322	0	0	0	0.00%	-	0	0
Hennepin County Road Aid	0	0	0	0	0.00%	-	1,271	2,661
Recycling Grant	1591	1578	1618	1602	106.80%	1,600	1,500	1,500
Total Intergovernmental Aid	4,913	1,578	1,618	1,602	106.80%	1,600	2,771	4,161
Charges for Service								
Zoning & Subdivision	800	1,625	500	450	90.00%	450	500	500
False Alarm Fees	1,250	1,750	2,250	1,000	66.67%	1,250	1,500	1,500

REVENUES

	2008	2009	2010	2011	2011	2011	2011	2012
	Actual	Actual	Actual	YTD	% of Budget	Projection	Budget	Proposed Budget
Total Charges for Service	2,050	3,375	2,750	1,450	72.50%	1,700	2,000	2,000
Fines & Forfeitures	2,853	1,490	8,026	3,006	250.50%	3,100	1,200	3,000
Miscellaneous Income								
Special Assessments / Stone Arch Donation	0	0	0	1,150	0.00%	1,150	0	0
Interest Income (divided btwn funds)	8,864	1,064	252	1,356	135.60%	200	1,000	1,000
Other Income 101-36220	2,161	1,842	2,031	5,674	567.40%	5,600	1,000	1,000
Total Misc. Income	11,025	2,906	2,283	8,180	409.00%	6,950	2,000	2,000
	2008	2009	2010	2011	2010	2,011	2,011	
	Actual	Actual	Actual	YTD	% of Budget	Projection	Budget	
Total Revenues	324,372	311,169	334,554	188,865	60%	329,915	313,903	330,460

EXPENDITURES

City Council	2008	2009	2010	2011	% Budget	2011	2011	2012	
	Actual	Actual	Actual	YTD		Projection	Budget	Budget	
Council Salaries	240	240	240	0	0.00%	240	240	240	Mayor \$80 - Council \$40
FICA Contributions	15	15	15	0	0.00%	15	15	15	
Medicare Contributions	4	4	4	0	0.00%	5	5	5	
Training/Conferences/mtgs	240	285	70	87	29.00%	50	300	200	Training for Council - LMC conf. Mayors Breakfast/ School Dist. Lunch - Misc.
Council/Contingency/Dues	0	48.95	15	285	142.50%	285	200	200	
Total	499	593	344	372	48.95%	595	760	660	
Elections									
	2008	2009	2010	2011	% Budget	2011	2011	2012	
	Actual	Actual	Actual	YTD		Projection	Budget	Budget	
Election Salaries	1,253	0	1,224	45	0.00%	-	0	1,300	16 Judges (Primary & General)
Forms/Printing/Publication	348	25	203	82	205.00%	82	40	350	16 Judges (Primary & General) notices/print ballots - Registration cards/forms
Operating Supplies	77	0	0	0	0.00%	-	50	50	machine tape, supplies, etc.
Minor Equipment/Other	183	0	0	0	0.00%	-	75	75	battery-ink-machine cards
Other Professional Services	240	0	257	0	0.00%	-	0	300	public works set-up
Equipment Maintenance	292	136	301	301	92.62%	301	325	325	Machine Minc Agree./HAVA machines (ADA)
Postage	3	87	0	0	0.00%	-	15	50	absentee voting via mail
Meals	179	0	186	0	0.00%	-	0	200	total 16 judges
Polling Place Rental	200	0	200	0	0.00%	-	0	200	Polling location
Election/Contingency	68	0	29	0	0.00%	-	0	0	Misc. election
Total	2,843	248	2,400	428	84.75%	383	505	2,850	

EXPENDITURES

General	2008	2009	2010	2011	2011	2011	2012		
	Actual	Actual	Actual	YTD	% Budget	Projection	Budget	Budget	
Office/operational Supplies	236	387	91	218	62.29%	260	350	300	letterhead/envel/rcpt books/bank checks/ prtg cards
Forms/newsletters	583	592	680	586	97.67%	590	600	600	newsletter /tax notices/fmst apps
Zoning Coordinator	2,153	2,409	1,653	1,780	80.91%	2,000	2,200	2,600	Zoning review -hourly
Other Professional Services	119	119	119	119	95.20%	119	125	125	Website / Misc. Svc.
Clerical Services	35,743	36,892	36,892	41,507	91.67%	45,280	45,280	45,655	Clerk/Treasurer- office space, equip, copies, ph
Postage	324	308	407	327	65.40%	425	500	500	
Publish/Legal Notices	1,680	1,290	1,437	869	57.93%	1,200	1,500	1,500	Ordinances, municipal requirements
Training/Misc. contingency	0	22	0	50	66.67%	65	75	75	LMC training courses /mileage/ meetings clerkstaff
Assessor Contract	8,252	8,501	8,739	7,989	93.99%	8,500	8,500	8,850	2 yr agreement thru aug. 2012
Legal Services/General	4,939	9,925	5,998	1,202	12.02%	1,600	10,000	8,000	Review Zoning Amendments
Legal Services/Prosecution	1,260	3,593	916	1,252	62.60%	1,700	2,000	2,000	monthly agreement
Audit	9,527	9,813	13,607	10,410	100.00%	10,410	10,410	10,723	
Total	64,816	73,851	70,539	66,309	81.32%	72,149	81,540	80,928	

EXPENDITURES

	2008	2009	2010	2011	% Budget	2011	2011	2012	
	Actual	Actual	Actual	YTD		Projection	Budget	Budget	
Public Safety									
Jail/Workhouse Fees	72	0	0	0	0.00%	-	0	0	
Law Enforcement Contract	93,686	98,370	98,370	92,878	91.67%	101,321	101,321	102,233	
Fire Protection	10,583	38,069	23,508	23,166	100.00%	23,166	23,166	24,063	Contract with Wayzata
Prof Svc. Fire Marshall	434	0	0	0	0.00%	-	0	0	
Engineering Fees	7,462	13,325	9,617	7,028	58.57%	7,500	12,000	10,000	update Septic Ordinance & engineering (MS4 mapping)
Total	112,237	149,764	131,495	123,072	90.17%	131,987	136,487	136,296	

	2008	2009	2010	2011	% Budget	2011	2011	2012	
	Actual	Actual	Actual	YTD		Projection	Budget	Budget	
Public Works									
Street Improvement Project Transfer	40,000	50,000	40,000	30,000	100%	30,000	30,000	30,000	overlay, striping) Includes soft costs (engineer) - Transfer - end of year (JE)
Hennepin Co. Road Aid Transfer to Rd Fund	0	0	0	0	0%	-	1,271	2,661	Transfer to Hennepin Co. Road Aid from County (2 years \$2661-accrued)
Road Maintenance	0	0	0	0	0%	-	0	0	Rd mtc under sweep & misc. road repair line item
Street Signs	826	125	0	2,006	0%	2,006	350	1,700	new signs / labor (15+ signs & labor)
Sweeping & minor road repairs (pothole patching)	2,006	1,076	6,002	7,626	191%	8,000	4,000	6,000	minor Rd mtrnc/pothole repair / sweeping / Misc.
Storm Sewer/Misc. cleanup	0	0	1,045	0	0%	-	150	200	culverts/ misc stormwater cleanup
Snow Plowing	24,156	21,031	30,744	31,370	125%	34,000	25,000	35,000	Cornerstone snowplowing (4yr avg. = \$26,825)
Tree removal & mowing	6,977	8,469	8,902	4,599	57%	5,700	8,000	8,000	mowing June/Sept - Trim trees/brush
Septic Review & new septic inspections	5,155	4,283	5,382	4,097	82%	4,097	5,000	5,200	Annual Reviews \$65/HH + mileage + MetroWest Insp. new system
Total	79,120	84,984	92,075	79,698	108%	83,803	73,771	88,761	

EXPENDITURES

Misc. Expenses	2008	2009	2010	2011	% Budget	2011	2011	2012	
	Actual	Actual	Actual	YTD		Projection	Budget	Budget	
Misc. Professional Service & deer control	1,657	0	75	0	0.00%	750	800	500	deer removal
Recycling Contract	9,101	9,101	9,354	8,596	89.08%	9,650	9,650	9,960	contract 3 yrs (3% increase)
Insurance	3,132	2,805	2,739	3,064	95.75%	3,064	3,200	3,200	
Dues & Subscriptions	6,981	7,200	7,145	6,790	101.49%	6,790	6,690	6,805	LMCD \$6,288 LMC 515
Contingency/Misc.	-530	7	1717	5	1.00%	50	500	500	water kits/ misc (refund prk permit)
Total	20,341	19,113	21,030	18,455	88.56%	20,304	20,840	20,965	

	2008	2009	2010	2011		2011	2011	2012	
Total General	Actual	Actual	Actual	YTD	% Budget	Projection	Budget	Budget	
Fund Expenditures	279,856	328,553	317,883	288,334	91.85%	309,221	313,903	330,460	

	Actual	Actual	2010	2011		2011	2011	2012	
Revenue	2008	2009	Actual	YTD	Projection	Budget	Budget	Budget	
Revenue	324,372	311,169	334,554	188,865	329,915	313,903	330,460		\$16,557 = 5.2% increase in overall budget
Expenditures	279,856	328,553	317,883	288,334	309,221	313,903	330,460		
Fund Balance (Rev-Exp)	44,516	(17,384)	16,671	(99,469)	20,694				
Beginning General Fund Cash Balance (Jan. 1)	189,050	228,624	211,236	227,906	222,246				
Ending General Fund Cash Balance (Dec. 31)	228,624	211,236	227,906	222,246	242,940				
Ending - Road Improvement Fund Cash Balance	40,000	28,541	36,748	48,163	48,778				
Ending - combined Funds Balance (General & Road)	268,624	239,777	264,654	270,409	291,718				
% of combined fund balances (Gen. & Rd. Imp.) to next years Expenditures	84.34%	76.23%	84.31%	81.83%	88.28%				

STREET IMPROVEMENT FUND

REVENUES	2008 Actual	2009 Actual	2010 Actual	2011 YTD	2011 YTD	2011 Projection	2011 Budget	2012 Budget	Comments
Street Improvement INTERFUND TRANSFER	40,000	50,000	40,000	30,000	30,000	30,000	30,000	30,000	
Interest Income	300	165	32	0	0	30	0	30	
State/County/Aid INTERFUND TRANSFER	0	4229	0	0	0	0	1271	2661	County Aid transferred from General Fund Revenue (accrued amt. \$ 2,661)
Total Revenue	40,300	54,394	40,032	30,000	30,030	30,030	31,271	32,691	
EXPENSES									
Prof.Services /Engineering	0	4,179	1,725	8,426	8,500	8,000	8,000	6,000	20% estimate soft costs - inspections are additional (hrly charge)
Street Improvement Project	0	65,853	31,825	10,159	10,100	10,100	30,000	30,000	Major Road Projects (sealcoat, overlay, striping) Stone Arch Restoration
Total Expenses	0	65,853	31,825	18,585	18,600	18,600	38,000	36,000	
Fund Balance									
Revenue	0	54,394	40,032	30,000	30,030	30,030	31,271	32,691	
Expenditures	0	65,853	31,825	18,585	18,600	18,600	38,000	36,000	
Fund Balance (Rev-Exp)	-	(11,459)	8,207	11,415	11,430	(6,729)	(3,309)		
Cash Balance, Beginning	0	40,000	28,541	36,748	36,748	36,748	48,163	48,163	
Cash Balance, Ending	40,000	28,541	36,748	48,163	48,178	48,178	41,434		

2012 Water Sewer Fund Budget

WATER Utility Charges (pass through to Minnetonka)		2010 Actual	2011 Budget	2011 YTD	2012 Budget
Revenues					
Use Charge \$37.81/HH/Qt (minimum use)		11,196	7,144	8,586	7,260
Delinquent Utilities		358		378	
TOTAL		11,554	7,144	8,964	7,260
Expenditures					
Water Charge \$37.81/HH/Qt		11,903	7,144	9,103	7,260
TOTAL		11,903	7,144	9,103	7,260

Rev \$ 22,625
Exp \$ 38,660
\$ (16,035)

WATER Assessment / User fee & Bond Payment		2010 Actual	2011 Budget	2011 YTD	2012 Budget
Revenues					
Tax Settlement (1997 Spec. Assess.)		15,050	13,739	5,801	13,172
Water User Fee \$22.05/HH/Qt		3,528	3,948	3,860	4,145
Interest Earnings / cash balance		14			30
TOTAL		18,592	17,687	9,661	17,347
Expenditures					
Water Bond Principal		12,500	12,500	12,500	12,500
Water Bond Interest-2payments		5,977	5,273	5,273	4,569
TOTAL		18,477	17,773	17,773	17,069

2012 \$ 22.05 2013 \$ 23.15

WATER System Maintenance		2010 Actual	2011 Budget	2011 YTD	2012 Budget
Revenues					
Water permits / misc		0			
Water Mtrnc Fee		1,328	4,230	4,000	8,560
TOTAL		1,328	4,230	4,000	8,560
Expenditures					
Operational Supplies/ forms/Equip.-meters		364	200	577	500
P/W & Engineer		6,417	500	2,882	1,500
Curb Stops - Mtrnc. & repairs		8,964	2,500		1,000
Fire Hydrant mtrnc/repairs		2480	1,800	1,915	2,000
Gate Valve Mtrnc & Repair		0	1,590	6,367	1,000
Postage		11	60	43	60
TOTAL		18,236	6,650	11,784	8,560

2012 \$ 182.13 2013 \$ 214.09 Year/HH \$ 45.53 \$ 53.52 each qtr.

\$ 7,554 revenue shortfall

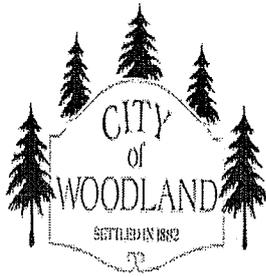
2012 Water Sewer Fund Budget

SEWER Utility Charges (pass through to Minnetonka)					
	2010 Actual	2011 Budget	2011 YTD	2012 Budget	
Revenues					
Use Charge \$60.95/HH/Qt	16,905	\$ 11,500	\$ 12,250	\$ 11,702	
Delinquent utilities	817	\$ -	\$ 757	\$ -	
TOTAL	17,722	\$ 11,500	\$ 13,007	\$ 11,702	
Expenditures					
Sewer Charge \$60.95/HH/Qt	17,683	\$ 11,500	\$ 12,854	\$ 11,702	
TOTAL	17,683	\$ 11,500	\$ 12,854	\$ 11,702	

2012 2013
 \$ 61.74 \$ 64.83

SEWER Assessment / User fee & Bond payment					
	2010 Actual	2011 Budget	2011 YTD	2012 Budget	
Revenues					
Tax Settlement (1997 Spec. Assess.)	7,647	\$ 4,580	\$ 1,925	\$ 4,391	
Prepayment of assessment	0	\$ -	\$ -	\$ -	
Interest Earnings / cash balance	217	\$ 200	\$ -	\$ 100	
Sewer User Fee \$61.74/ HH/Qt	9,878	\$ 11,054	\$ 10,514	\$ 11,607	
TOTAL	17,742	\$ 16,834	\$ 12,439	\$ 16,098	
Expenditures					
Sewer Bond Principal	31,931	\$ 32,760	\$ 31,828	\$ 33,612	
Sewer Bond Interest	7,877	\$ 7,047	\$ 6,972	\$ 6,196	
TOTAL	39,808	\$ 39,807	\$ 38,800	\$ 39,808	
SEWER System Maintenance					
Revenues					
Permits	0	\$ -	\$ -	\$ -	
Sewer Mthnc Fee \$38.12/HH/Qt	5,562	\$ 6,514	\$ 6,342	\$ 7,167	
TOTAL	5,562	\$ 6,514	\$ 6,342	\$ 7,167	
Expenditures					
Operational Supplies/ forms	0	\$ 50	\$ 22	\$ 50	
PW & Engineer	2,272	\$ 500	\$ 729	\$ 1,500	
Postage	11	\$ 60	\$ 42	\$ 60	
Jet Clean Sewer / Mthnc manholes	354	\$ 2,500	\$ -	\$ 2,500	
Infiltration (1&1) repair/mthnc	0	\$ 2,000	\$ -	\$ 3,000	
TOTAL	2,637	\$ 5,110	\$ 793	\$ 7,110	

2012 2013
 \$ 38.12 \$ 41.93



WOODLAND CITY COUNCIL

MEETING DATE: December 12, 2011
FROM: Shelley Souers, City Clerk
SUBJECT: Resolution No. 26-2011

OVERVIEW

Each year the Council reviews the water and sewer fund budgets. The budget needs mainly impacted by maintenance costs necessary in a given year. In 2011 there were several maintenance repairs that were unplanned and not budgeted for, causing the water fund maintenance costs to exceed the revenues, to-date, by \$7,554.

Council discussed the expenditure overage and agreed to spread the overage amount over 3 budget years (2012, 2013 and 2014), in an effort to minimize the necessary charge passed along to residents.

The rate analysis had delineated an increase in quarterly maintenance and user fees each year to provide adequate funds to cover costs. The Rate Analysis had projected a maintenance rate of \$33.75 for 2012 (increase of \$11.25 from 2011 to 2012). Because of the maintenance repairs necessary in 2011, the fund exceeded the revenue collected. One third of the overage expenditures will be added to the 2012 budget, which will require a maintenance rate of \$45.53 (increase of \$23.03 from the rate analysis projection).

The City of Woodland will implement the maintenance and user rate increases beginning with the January 2012 billing (fourth quarter use of 2011).

The City of Minnetonka increases water and sewer rates annually. The rate increase for water and sewer is directly passed through from Minnetonka based on gallons used. The City of Minnetonka is still in discussion regarding their 2012 water and sewer rate increases. This rate increase may not go into effect until the April billing (January, February & March billing quarter). Which means the quarterly bill may fluctuate several dollars between the fourth quarter billing (2011) and the first quarter billing (2012).

COUNCIL ACTION: Motion to approve Resolution No. 26-2011; approving an increase in the quarterly maintenance fee and user fee for 2012.

CITY OF WOODLAND

RESOLUTION NO. 26-2011

**RESOLUTION PROVIDING FOR A CHANGE IN MUNICIPAL WATER RATES
AND SANITARY SEWER SERVICE CHARGES**

BE IT RESOLVED by the City Council of the City of Woodland, Minnesota as follows:

Section 1. Background.

1.01. Municipal water and sewer service was established in 1997 with service provided by the City of Minnetonka. Per the agreement between the City of Minnetonka and the City of Woodland, Minnetonka sets the annual municipal water rates and sanitary sewer service charges.

1.02. The City of Minnetonka passes an annual rate increase along to Woodland each year for water and sewer usage based on a 1000 gallon charge with a minimum of a 15,000 gallon charge per quarter.

The City of Woodlands adds a maintenance charge and user fee to all quarterly bills in order to sustain the current level of maintenance, bond payments and capital improvements in the utility fund.

The City Council, upon recommendation of the auditor's rate analysis projection and following budget expectations for the forthcoming year, deems it proper and in the public interest to increase the maintenance charge and user fee.

Section 2. Council Action.

2.01. The municipal water rates and sanitary service charges will be established as follows:

1. Residential water and sewer charges:

The quarterly use charge will be 130% of the current rate of the City of Minnetonka. The minimum billing for water and sanitary sewer service for all users will be based on water usage for each billing period per thousand gallons with a 15,000 gallon minimum usage. The municipal sanitary sewer charge for each user will be based on water consumed during the winter quarter, (15,000 gallon minimum).

2. The State of Minnesota testing fee will be determined annually by the State and divided between four quarters and applied to each quarterly billing to residential customers.

3. A system maintenance fee will be charged quarterly
Quarterly Water Maintenance Fee \$45.53
Quarterly Sewer Maintenance Fee \$38.12

2012 Water Sewer Fund Budget

WATER Utility Charges (pass through to Minnetonka)		2010 Actual	2011 Budget	2011 YTD	2012 Budget	2013 Budget
Revenues		11,196	\$ 7,144	\$ 8,586	\$ 7,260	\$ 7,476
Use Charge \$37.81/HH/Qt (minimum use)		358	\$ -	\$ 378	\$ -	\$ 7,476
Delinquent Utilities		11,554	\$ 7,144	\$ 8,964	\$ 7,260	\$ 7,476
TOTAL						
Expenditures		2010 Actual	2011 Budget	2011 YTD	2012 Budget	2013 Budget
Water Charge \$ 37.81/HH/Qt		11,903	\$ 7,144	\$ 9,193	\$ 7,260	\$ 7,476
TOTAL		11,903	\$ 7,144	\$ 9,193	\$ 7,260	\$ 7,476

Rev \$ 22,625
Exp \$ 38,660
\$ (16,035)

WATER Assessment / User fee & Bond payment		2010 Actual	2011 Budget	2011 YTD	2012 Budget	2013 Budget
Revenues		15,050	\$ 13,739	\$ 5,801	\$ 13,172	\$ 12,605
Tax Settlement (1997 Spec. Assess.)		3,528	\$ 3,948	\$ 3,860	\$ 4,145	\$ 4,352
Water User Fee \$22.05/HH/Qt		14	\$ -	\$ -	\$ 30	\$ 25
Interest Earnings/ cash balance		18,592	\$ 17,687	\$ 9,661	\$ 17,947	\$ 16,982
TOTAL						
Expenditures		2010 Actual	2011 Budget	2011 YTD	2012 Budget	2013 Budget
Water Bond Principal		12,500	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500
Water Bond Interest-2payments		5,977	\$ 5,273	\$ 5,273	\$ 4,569	\$ 3,867
TOTAL		18,477	\$ 17,773	\$ 17,773	\$ 17,069	\$ 16,367

2012 \$ 22.05
2013 \$ 23.15

WATER System Maintenance		2010 Actual	2011 Budget	2011 YTD	2012 Budget	2013 Budget
Revenues		0	\$ -	\$ -	\$ -	\$ -
water permits / misc		1,328	\$ 4,230	\$ 4,000	\$ 8,560	\$ 10,062
Water Mtrnc Fee		1,328	\$ 4,230	\$ 4,000	\$ 8,560	\$ 10,062
TOTAL		1,328	\$ 4,230	\$ 4,000	\$ 8,560	\$ 10,062
Expenditures		2010 Actual	2011 Budget	2011 YTD	2012 Budget	2013 Budget
Operational Supplies/ forms/Equip-meters		364	\$ 200	\$ 577	\$ 500	\$ 700
P/W & Engineer		6,417	\$ 500	\$ 2,882	\$ 1,500	\$ 2,000
Curb Stops - Mtrnc. & repairs		8,964	\$ 2,500	\$ -	\$ 1,000	\$ 1,000
Fire Hydrant mtrnc/repairs		2,480	\$ 1,800	\$ 1,915	\$ 2,000	\$ 2,200
Gate Valve Mtrnc & Repair		0	\$ 1,590	\$ 6,367	\$ 1,000	\$ 1,500
Postage		11	\$ 60	\$ 43	\$ 60	\$ 62
1/3 of 2011 revenue shortfall over 3 years					\$ 2,500	\$ 2,600
TOTAL		18,236	\$ 6,650	\$ 11,784	\$ 8,560	\$ 10,062

2012 \$ 182.13
2013 \$ 214.09
Year/HH \$ 45.53
\$ 53.52 each qt

\$ 7,554
revenue shortfall

2012 Water Sewer Fund Budget

SEWER Utility Charges (pass through to Minnetonka)		2010 Actual	2011 Budget	2011 YTD	2012 Budget	2013 Budget
Revenues		16,905	\$ 11,500	\$ 12,250	\$ 11,702	\$ 12,053
Use Charge \$60.95/HH/Qt		817	\$ -	\$ 757	\$ -	\$ -
Delinquent utilities		17,722	\$ 11,500	\$ 13,007	\$ 11,702	\$ 12,053
TOTAL						
Expenditures		2010 Actual	2011 Budget	2011 YTD	2012 Budget	2013 Budget
Sewer Charge \$60.95/HH/Qt		17,683	\$ 11,500	\$ 12,854	\$ 11,702	\$ 12,053
TOTAL		17,683	\$ 11,500	\$ 12,854	\$ 11,702	\$ 12,053

2012 2013
\$ 61.74 \$ 64.83

SEWER Assessment / User fee & Bond payment		2010 Actual	2011 Budget	2011 YTD	2012 Budget	2013 Budget
Revenues		7,647	\$ 4,580	\$ 1,925	\$ 4,391	\$ 4,202
Tax Settlement (1997 Spec Assess)		0	\$ -	\$ -	\$ -	\$ -
Prepayment of assessment		217	\$ 200	\$ -	\$ 100	\$ 30
Interest Earnings/ cash balance		9,878	\$ 11,054	\$ 10,514	\$ 11,607	\$ 12,188
Sewer User Fee \$61.74/ HH/Qt		17,742	\$ 16,834	\$ 12,439	\$ 16,098	\$ 16,420
TOTAL						
Expenditures		2010 Actual	2011 Budget	2011 YTD	2012 Budget	2013 Budget
Sewer Bond Principal		31,931	\$ 32,760	\$ 31,828	\$ 33,612	\$ 33,612
Sewer Bond Interest		7,877	\$ 7,047	\$ 6,972	\$ 6,196	\$ 6,196
TOTAL		39,808	\$ 39,807	\$ 38,800	\$ 39,808	\$ 39,808
SEWER System Maintenance		2010 Actual	2011 Budget	2011 YTD	2012 Budget	2013 Budget
Revenues		0	\$ -	\$ -	\$ -	\$ -
Permits		5,562	\$ 6,514	\$ 6,342	\$ 7,167	\$ 7,883
Sewer Mtrnc Fee \$38.12/HH/Qt		5,562	\$ 6,514	\$ 6,342	\$ 7,167	\$ 7,883
TOTAL		5,562	\$ 6,514	\$ 6,342	\$ 7,167	\$ 7,883
Expenditures		2010 Actual	2011 Budget	2011 YTD	2012 Budget	2013 Budget
Operational Supplies/ forms		0	\$ 50	\$ 22	\$ 50	\$ 50
PW & Engineer		2,272	\$ 500	\$ 729	\$ 1,500	\$ 1,500
Postage		11	\$ 60	\$ 42	\$ 60	\$ 62
Jet Clean Sewer / Mtrnc manholes		354	\$ 2,500	\$ -	\$ 2,500	\$ 3,200
Infiltration (I&I) repair/mtrnc		0	\$ 2,000	\$ -	\$ 3,000	\$ 3,000
TOTAL		2,637	\$ 5,110	\$ 793	\$ 7,110	\$ 7,812

2012 2013
\$ 38.12 \$ 41.93

Scenario 1

Itemized quarterly statement

Water Minc Fee	\$	45.53
Water User Fee	\$	22.05
Mika Water Chg (45,000Gallons)	\$	37.00
State Surcharge	\$	1.59
Sewer mtrnc Fee	\$	38.12
Sewer User Fee	\$	61.74
Mika Sewer Chg (15,000 gallons)	\$	63.45
Estimated Qtrly Statement for 2012	\$	269.48

WATER System Maintenance		
Revenues	2010 Actual	2011 Budget
Water permits / misc	0	\$
Water Mtrnc Fee \$33.75/HH	1,328	\$ 4,230
TOTAL	1,328	\$ 4,230
Expenditures		
Operational Supplies/ forms	2010 Actual	2011 Budget
P/W & Engineer	364	\$ 200
Curb Stops - Mtrnc. & repairs	6,417	\$ 500
Fire Hydrant mtrnc/repairs	8,964	\$ 2,500
Gate valve Mtrnc/repair	2,480	\$ 1,800
Postage	0	\$ 1,590
	11	\$ 60
TOTAL	18,236	\$ 6,650

1/3 expenditure overage & Residents buy own meters

WATER System Maintenance		
Revenues	2011 YTD	2012 Budget
Water permits / misc		\$
Water Mtrnc Fee		\$ 8,560
TOTAL		\$ 8,560
Expenditures		
Operational Supplies/ forms/Equip-meters	2011 YTD	2012 Budget
P/W & Engineer	577	\$ 500
Curb Stops - Mtrnc. & repairs	2,882	\$ 1,500
Fire Hydrant mtrnc/repairs	1,915	\$ 2,000
Gate valve Mtrnc/repair	1,915	\$ 1,000
Postage	43	\$ 60
Rate Analysis		\$
TOTAL		\$ 6,060
2011 over budget - \$7,554 spread over 3yrs		\$ 2,500
Total with 2012 + 2011 overage		\$ 8,560

WATER System Maintenance		
Revenues	2011 YTD	2012 Budget
Water permits / misc		\$
Water Mtrnc Fee	4,000	\$ 6,345
TOTAL	4,000	\$ 6,345
Expenditures		
Operational Supplies/ forms/Equip-meters	2011 YTD	2012 Budget
P/W & Engineer	577	\$ 500
Curb Stops - Mtrnc. & repairs	2,882	\$ 1,500
Fire Hydrant mtrnc/repairs	1,915	\$ 2,000
Gate valve Mtrnc/repair	1,915	\$ 1,000
Postage	43	\$ 60
Rate Analysis		\$
TOTAL	11,784	\$ 6,060
	7,554	revenue shortfall

Water Fund covers ALL repairs - Residents do not pay for repairs to curbstops or pay for meters

rate analysis (increase mtrnc. fees)

repair only - residents pay new meters (1 time)

Individual HH curbstops repairs as needed

Hydrant flushing & repair exercise every other yr - 2013

Analysis update ?

\$ 2,518.12
 \$ 182.13 HH/Yr
 \$ 45.53 Qtr

Water Fund covers ALL repairs - Residents do not pay for repairs to curbstops or pay for meters

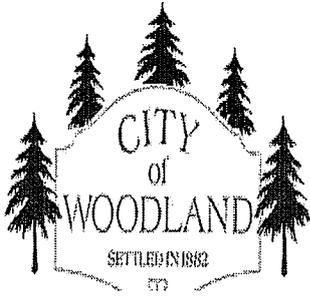
Original Budget based on Rate analysis Projection 33.75/HH/Qt was projected

Draft budget created in August

**City of Woodland
Utility Quarterly Invoice History**

	2010	Change	2011	Change	2012
Water	\$ 34.05	\$ 1.35	\$ 35.40	\$ 1.60	\$ 37.00
Sewer	\$ 57.45	\$ 3.00	\$ 60.45	\$ 3.00	\$ 63.45
Water Project User Fee	\$ 20.00	\$ 1.00	\$ 21.00	\$ 1.05	\$ 22.05
Sewer Project User Fee	\$ 56.00	\$ 2.80	\$ 58.80	\$ 2.94	\$ 61.74
Water Maintenance Fee	\$ 7.50	\$ 15.00	\$ 22.50	\$ 23.00	\$ 45.50
Sewer Maintenance Fee	\$ 31.50	\$ 3.15	\$ 34.65	\$ 3.47	\$ 38.12
State Surcharge	\$ 1.59	\$ -	\$ 1.59	\$ -	\$ 1.59
TOTAL DUE	\$ 208.09	\$ 26.30	\$ 234.39	\$ 35.09	\$ 269.48

WOODLAND CITY COUNCIL



MEETING DATE: December 12, 2011

FROM: Shelley Souers, City Clerk

SUBJECT: Ordinance No. 05-04 & Ordinance No. 03-16

An Ordinance Relating To Vehicular Traffic and Parking; Amending Section 500.03 and 500.04 of Chapter 5 of the City Code.

An Ordinance Relating To Fees; Amending Section 305 of the City Code.

OVERVIEW:

City Council reviewed draft ordinance language in November regarding road weight limit restrictions and seasonal weight restrictions. The Council consulted with the City Engineer regarding the condition of the roads and weight restrictions.

The City Council agreed to continue the current vehicle weight allowance of 9 ton per axel from May 2 through February 28. The weight limit would be restricted to a seasonal limit of 4 ton per axel from March 1 to May 1 each year.

Permits will be required to exceed the allowable axel limit. Permits can be obtained through the City Hall with the approval of the Zoning Administrator or his authorized agent. The current load limit fee is \$10. Staff recommends Council consider an increase in the permit fee and add the fee schedule to Chapter 3 of the City Code.

What this means is that:

Regular Season: May 2 to February 28
9 ton per axel - with a permit can get 11 ton per axel
Permit fee: \$50 per truck per trip

Spring Season: March 1 to May 1
4 ton per axel - with a permit can get 6 ton per axel
Permit fee: \$500 per truck per trip

COUNCIL ACTION: 2 Motions

- Review the draft ordinance language regarding load limits. Move to approve the first reading of Ordinance No. 05-04. Council may also move to waive the second reading by motion.
- Review the draft ordinance language regarding amended fees. Move to approve the first reading of Ordinance No. 03-16. Council may also move to waive the second reading by motion.

BUDGET IMPACT: Cost of publication of the ordinance once approved.

CITY OF WOODLAND
HENNEPIN COUNTY, MINNESOTA

ORDINANCE NO. 05-04

AN ORDINANCE RELATING TO VEHICULAR TRAFFIC AND PARKING; AMENDING SECTION
500.03 and 500.04 OF THE CITY CODE

THE CITY COUNCIL OF THE CITY OF WOODLAND, MINNESOTA, ORDAINS:

Section 1. Sections 500.03 and 500.04 are amended to read as follows:

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.

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.

Section 2. Effective date. This ordinance shall become effective as of the date of publication.

Adopted by the City Council of Woodland on _____, _____, and published in the Minnesota Sun Publications on _____, _____.

James S. Doak, Mayor

ATTEST:

Shelley Souers, City Clerk

CITY OF WOODLAND
HENNEPIN COUNTY, MINNESOTA

ORDINANCE NO. 03-16

AN ORDINANCE RELATING TO THE CITY OF WOODLAND FEE SCHEDULE
AMENDING SECTION 305 AND ESTABLISHING CERTAIN FEES

The City Council of the City of Woodland ordains:

Section 1. Section 305 of the City Code is hereby amended to add the following fees:

305.02 Establishment of Fee Amounts. The dollar amounts of fees required by this Code as stated in the following table.

Parking Permits				
Fee No.	Code No.	Purpose of Fee	Item	Amount
18	500.03	Load Limit Permit	Permit to exceed the road load limit of 9 ton per axel by 2 ton per axel - May 2 to February 28	\$50.00
19	500.04	Seasonal Load Limit Permit	Permit to exceed the posted seasonal road load limit of 4 ton per axel by 2 ton per axel - March 1 to May 1	\$500.00

Section 2. Section 305 existing fee numbers will be renumbered to reflect the amendment.

Section 3. Effective Date. This Ordinance shall become effective upon publication.

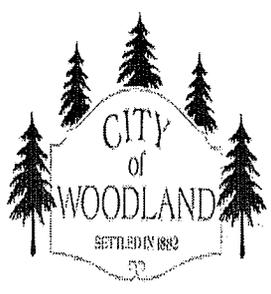
Adopted by the City Council of Woodland on _____, _____ and published in the paper of the Minnesota Sun Publications on _____.

James S. Doak, Mayor

ATTEST:

Shelley Souers, City Clerk

WOODLAND CITY COUNCIL



MEETING DATE: December 12, 2011
FROM: Shelley Souers, City Clerk
SUBJECT: Breezy Point Road Traffic Speeds & Digital Feedback Signs

OVERVIEW

Following discussion at the November Council Meeting, the Council agreed to take several steps to further enforce the posted speed along Breezy Point Road:

- 1) Increase police presence and enforcement
- 2) More Information in the January newsletter
- 3) Check with the school bus company regarding alternative route options
- 4) Sign options that include flashing lights on a timer and a digital radar speed sign

The Police Department set up the speed trailer along Breezy Point Road for a 12 day period to gather data. The police continue to monitor traffic speeds along Breezy Point Road during the peak times that were identified from the data collected.

Staff obtained information on digital driver feedback signs. Several Cities and the County have started using the driver feedback signs. These digital feedback signs can record and store data and provide valuable information in regard to traffic volume and speeds.

Attached are the specifications and costs for a driver feedback sign.

BUDGET IMPACT:

The 2012 budget includes \$1,700 for new street signs. The intent of this budget line item is for replacement of several existing signs each year that no longer meet the new reflective standards delineated by the recent federal mandate. The City had planned to gradually replace several signs each year, as needed.

The estimated cost for one Driver Feedback Sign is \$6,500, plus installation. A Driver Feedback Sign was not included in the 2012 budget.

COUNCIL ACTION: Continue discussion on the traffic and sign options.

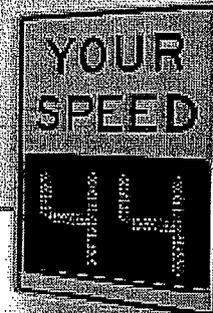
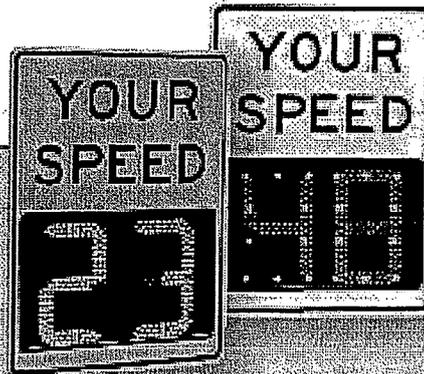
Highway/Urban Sign

Driver Feedback Sign

- Highway sign - 48" x 60"
- Urban sign - 30" x 41"
- Numeric characters on highway sign - 22" high
- Numeric characters on urban sign - 15" high
- YOUR SPEED - 8" high black letters
- Sign colors - white, fluorescent orange, or fluorescent yellow-green
- Reflective sheeting - full-cubed micro-prismatic, ASTM proposed (Type XI)
- Radar module mounted within sign enclosure
- Blue Tooth wireless connection

Power

- AC Power Module
- DC Solar Kit
- DC Battery Charger Kit A
- DC Battery Charger Kit B



Additional Option

- External beacon that can be controlled by sign functions

Trailer Mounted Sign

(used for highway applications such as construction work zones, detours, and maintenance activities)

Driver Feedback Sign

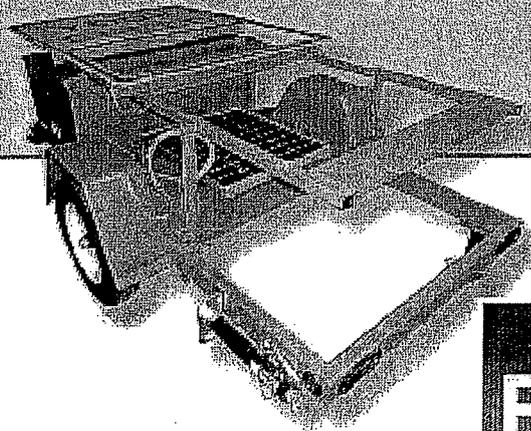
- 48" x 60" sign size
(other specifications same as above)

Power

- Includes solar back-up and AC charger, with two 245 amp-hours of battery capacity (AGM batteries) for up to 15 days without charging
- SunSaver 20 (20 amps) charge controller
- Solar panels rated at 32-42 watts
- Battery charger is 120-volts, 10-amp charger with automatic shutdown

Trailer

- Removable tongue, safety chains, and locking wheel
- Battery controller and sign case is aluminum fabrication with double locks, hinges, and ventilation
- Dimensions with tongue - 12' long x 5'8" wide x 9'6" high (raised)



Additional Options

- Pintle hitch and 7 pin wiring
- Custom cover
- Spare wheel tire and mount



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