

## WOODLAND CITY COUNCIL



MEETING DATE: December 9, 2013  
FROM: Shelley Souers, City Clerk  
SUBJECT: Resolution No. 40-2013; approving the Summary of Ordinance No. 09-25; An Ordinance Amending Chapter 9 of the City Code.

### OVERVIEW

The Council reviewed and considered amendments to Chapter 9 of the City Code at a public hearing on November 12. The Council approved the amendments to chapter 9 and waived the second reading of Ordinance No. 09-25.

### SUMMARY PUBLICATION

State law requires that ordinances 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.

### BUDGET IMPACT

Publication of the Ordinance summary would result in a substantial cost savings to the City.

### COUNCIL ACTION

Move to approve Resolution No. 40-2013; approving the Summary of Ordinance No. 09-29 for publication in lieu of the entire amended language to the zoning code.

**CITY OF WOODLAND  
HENNEPIN COUNTY, MINNESOTA**

**RESOLUTION NO. 40-2013**

**A RESOLUTION APPROVING PUBLICATION OF THE SUMMARY  
ORDINANCE 09-25; AN ORDINANCE OF THE CITY OF WOODLAND, MINNESOTA  
AMENDING SECTION 900 OF THE WOODLAND CITY CODE, AMENDMENT INCLUDE  
TECHNICAL CORRECTIONS AND AMENDMENTS TO DEFINITIONS AS THEY PERTAIN  
TO ACCESSORY STRUCTURES AND MAIN BUILDINGS, CLARIFYING NON-  
CONFORMING USES, ADDING LANGUAGE REGULATING FENCES INCLUDING HEIGHT  
AND STORAGE OF MATERIALS AND AMENDMENTS TO CLARIFY THE ACTIVITIES  
REQUIRING A PERMIT FOR TREE REMOVAL.**

**WHEREAS** that on November 12, 2013, Ordinance No. 09-25; amending certain section of chapter 9 of the zoning code, was considered at a public hearing and adopted by the City Council of the City of Woodland, Minnesota.

**WHEREAS** that, because of the length of Ordinance No. 09-25, the City Council has approved the summary of Ordinance No. 09-25 for publication.

**WHEREAS**, that the ordinance adopted by the City Council amends Chapter 9 of the City Code, to include technical corrections and amendments to definitions as they pertain to accessory structures and main buildings, clarifying non-conforming uses, adding language regulating fences including height and storage of materials and amendments to clarify the activities requiring a permit for tree removal.

**NOW THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOODLAND:**

1. The City Council finds that the above title and summary of Ordinance No. 09-25; clearly informs the public of intent and effect of the Ordinance.
2. The City Clerk is directed to publish the Ordinance No. 09-25 by summary, pursuant to Minnesota Statutes, Section 412.191, subdivision 4.
3. A full printed or electronic copy of the ordinance is available for review by any person at the Woodland City Offices.

**APPROVED** for publication by the City Council of the City of Woodland this 9th day of December, 2013.

CITY OF WOODLAND

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

ATTEST:

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

**CITY OF WOODLAND  
HENNEPIN COUNTY, MINNESOTA**

**SUMMARY OF AN ORDINANCE AMENDING CHAPTER 9 OF THE  
WOODLAND CITY CODE**

**NOTICE IS HEREBY GIVEN** that on November 12, 2013, Ordinance No. 09-25 amending certain sections of Chapter 9 of the City Code was adopted by the City Council of the City of Woodland, Minnesota.

**NOTICE IS FURTHER GIVEN** that, because of the lengthy nature of Ordinance No. 09-25, the following summary of the ordinance has been prepared for publication.

**SUMMARY OF ORDINANCE NO. 09-25**

The City of Woodland approved amendments to Chapter 9 Zoning. A summary of this ordinance is set forth as follows and is for informational purposes. This summary does not address all the language, but summarizes the sections and amendments. This ordinance amendment is entitled Chapter 9 of the Woodland City Code, amendments include technical corrections and amendments to definitions as they pertain to accessory structures and main buildings, clarifying non-conforming uses, adding language regulating fences including height and storage of materials and amendments to clarify the activities requiring a permit for tree removal. Amended sections include; Section 900.02 definitions; Section 900.04 Uses in the Residential Districts; Section 900.05 Non-conforming Uses; Section 900.10 Lot Coverage; Section 900.12 Additional Requirements; Structures in Yards; Section 900.12 Fences; Section 900.19 Tree Removal and Vegetation Maintenance and Alterations

A printed copy of the entire ordinance is available for inspection by any person during the City's regular office hours and located on the City's website [www.woodlandmn.org](http://www.woodlandmn.org).

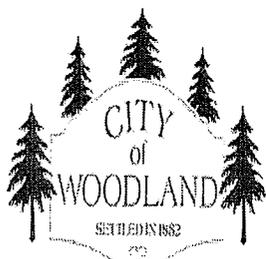
**APPROVED** for publication by the City Council of the City of Woodland this 9th day of December, 2013.

CITY OF WOODLAND

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

ATTEST:

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

**WOODLAND CITY COUNCIL**

MEETING DATE: December 9, 2013  
 FROM: Shelley Souers  
 SUBJECT: Review 2014 Fee Schedule

**ATTACHMENT**

- Resolution No. 41-2013
- Section 305 Fee Schedule

**OVERVIEW**

Attached for your review and approval is the 2014 municipal fee schedule. During 2013 the Council has added two new fees; 1) a new fee for road damage escrow relating to construction projects over \$20,000, and 2) a new fee for an annual permit to keep chickens.

Water and sewer rates for actual water consumption, are determined by the City of Minnetonka and charges per the original agreement for services. The Council's approval of the water and sewer budget includes a resolution to adopt the annual project use fee and maintenance fee which is charged on an annual basis to each user. The 2010 rate analysis, prepared by the audit firm of Abdo, Eick & Meyer, is used as a benchmark for these rate increases.

The City staff is occasionally called to go out and turn water service on and off at the curb stop. This is typically done for winter shut off or if a house is going to be torn down. The City's current rate to turn water service on and off at the curb stop has been \$15 from the beginning of the system in 1997. This rate has never been adjusted. The public works 2014 rate for service is \$85.87 per hour. The public works estimate 30 minutes of time if called out to shut off or turn on the water service.

Staff recommends that the rate (service charge) of \$15.00 be increased to \$50.00 for shut off and turn on of the water service at the curb stop.

This change is reflected in line 50 Water Service on/off Charge.

**RECOMMENDED COUNCIL ACTION**

Review the 2014 fee schedule as outlined in Chapter 3, Section 305 of the City Code, and approve the fee schedule for 2014 as presented.

Motion to adopt Resolution No. 41-2013; approving the fee schedule as presented for 2014.

**CITY OF WOODLAND  
HENNEPIN COUNTY, MINNESOTA**

**RESOLUTION NO. 41-2013**

**A RESOLUTION APPROVING THE FEE SCHEDULE FOR 2014**

WHEREAS the City Council of the City of Woodland has established fees to be charged for certain licenses, permits and applications as outlined in Chapter 3 of the Code of Ordinances, and

WHEREAS the City Council conducts annual review of the fee schedule and approves amendments to Section 305 Fees, as necessary.

NOW THEREFORE, IT IS HEREBY RESOLVED that the fee schedule outlined in Section 305 of the Code of Ordinance be approved.

APPROVED by the City Council of the City of Woodland this 9th day of December, 2013.

CITY OF WOODLAND

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

ATTEST:

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

## SECTION 305 FEES

305.01 License Fees. The fee for any license, permit or application required under this Code will be the amount stated in Section 305.02, which amount will be paid by the applicant at the time the application is submitted to the Clerk. All fees paid are non-refundable if the license has been correctly issued.

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

Animal Licenses & Fees				
Fee No.	Code No.	Purpose of Fee	Item	Amount
1	405.03	Dog license – Multiple Dog	Annual Permit	\$ 25.00
2	405.03	Release of impounded dog	0 impounds last 12 months	\$ 40.00
			1 impound last 12 months	\$ 65.00
			2 or more impounds last 12 months	\$ 90.00
3	405.03	Impounded animals	Monthly retainer fee	\$100.00
			Euthanasia & disposal	\$ 75.00
			Cremation only	\$ 60.00
			Daily fee for boarding of cats	\$ 23.00
			Daily fee for boarding of dogs	\$ 25.00
			Minimum daily fee per animal	\$ 25.00
4	406.02 Subd. 5	Dangerous Dog Annual Fee	Certification of Registration of Dangerous Dog Annual fee	\$500.00
5	407.01 Subd. 2	Permit to Keep Chickens	Annual Permit to keep hens Limit of 5 hens	\$25.00

Building Permit Fees			
Fee No.	Code No.	Item	Amount
6	700.03	Minimum Building Permit Fee	\$23.50
		All Building Permit Fees based on 1997 UBC/SBC Standards	Fee per Building Valuation Standards per Current I.C.B.O. Data
		Plan Review Fee	65% of Building Permit Fee.
7	705.05	Individual Sewage Treatment Permit (New or Repair)	Fee per Building Valuation Standards per Current I.C.B.O. Data

Contractor's Licenses				
Fee No.	Code No.	Purpose of Fee	Item	Amount
8	315.01	Annual Tree Trimming / Removal		\$ 50.00
9	314.02	Gas Fitter's License	Class A	0
10	314.02	Heating/ventilation installer	Class B	0
11	313.01	Plumbers License (registration)		0

Electrical Permit Fees				
Fee No.	Code No.	Item	Amount	
12	312.03	Minimum Residential Fee		\$40.00
13		Swimming pool flat rate		\$45.00

False Alarm Fees & Fire Call Charges				
Fee No.	Code No.	Purpose of Fee	Item	Amount
14	445.02	3-6 false alarms	Within one calendar year	\$50.00
15		7-10 false alarms	Within one calendar year	\$100.00
16		In excess of 10 false alarms	Within one calendar year	\$150.00
17	430.02	Fire Call Charge Minimum (false alarm or actual fire)	First Summons within one calendar year	\$250.00
18	430.02	Fire Call Charge	Second and subsequent summons within one calendar year	\$500.00
19	430.02	Delinquent Fire Call Charge	Per each unpaid Fire Call Charge within one calendar year	\$100.00

Heating and Gas Fitting Permit Fees				
Fee No.	Code No.	Item	Amount	
20	415.08	Heating, Ventilating, Air-conditioning and Refrigeration		
		(1) Central System	2% of estimated cost with a minimum of	\$ 40.00
		(2) Additions, Alterations & Repairs	2% of estimated cost with a minimum of	\$ 40.00
		(3) Addition of A/C to heating system	2% of estimated cost with a minimum of	\$ 40.00
		(4) Furnace or boiler replacement	1.25% of estimated cost with a minimum of	\$ 40.00
		(5) Gas Piping	First (3) units	\$ 7.50
			Each additional unit	\$ 4.00

Parking Permits				
Fee No.	Code No.	Purpose of Fee	Item	Amount
21	500.05	Temporary on-street parking permits (designated zones)	Per Day All purpose Contractors or residents	\$ 5.00
22		Temporary on-street parking permits (designated zones)	Monthly (30 day period) Contractors or residents	\$ 25.00
23	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
24	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

Planning and Zoning Fees				
Fee No.	Code No.	Purpose of Fee	Item	Amount
25	800.05	Subdivision	Filing fee plus direct costs from (City Attorney & Engineer)	\$150.00
26	900.06	Alteration of Nonconforming Use	Filing fee	\$250.00
27	900.14	Variance	Filing fee	\$400.00
28	900.15	Conditional Use Permit	Filing fee	\$400.00
29	900.16	Application for Wetland Alteration	Filing fee	\$ 50.00
30	900.17	Land Alteration Permit	Filing fee	\$200.00
31	900.19	Permit for Vegetation Clearing	Filing fee	\$ 25.00
32	900.06 900.14 900.15	Renewal of zoning permits	Filing fee (1 year extensions of previously approved zoning applications)	\$ 50.00
33	900.24 Subd. 1 (b)	Road Damage Deposit  Escrow Fee Based on Project Valuation: \$20,000 - \$200,000 = \$ 2,500 \$200,001 - \$500,000 = \$ 3,500 > \$500,001 = \$ 4,500  Projects less than \$20,000 are not subject to a road damage escrow fee	Escrow Fee in conjunction with all construction activity per Ordinance 900.24 (b). (refund of unexpended balance not to include earned interest)  (effective 5-24-2013)	\$2,500.00 to \$4,500.00  based on project value
34	700.03	As-built Survey Deposit	Escrow fee for issuance of	\$2,500.00

	Subd. 3 (e)		temporary occupancy pending completion of as-built surveys 700.03 (e) (refund of unexpended balance not to include earned interest upon completion of as-built survey)	

Plumbing Fees				
Fee No.	Code No.	Purpose of Fee	Item	Amount
35	313.04	Residential plumbing fee	Minimum fee	\$40.00
		Residential plumbing fee	Fee per fixture	\$8.50
		Water softener	Minimum fee	\$15.00
		Water heater	Minimum fee	\$15.00
36		State Surcharge Fee for plumbing permits	Surcharge (minimum \$5.00)	\$5.00

Police Service Fees & Other Fees				
Fee No.	Code No.	Purpose of Fee	Item	Amount
37	215.03	Release of impounded property	Fee includes cost + \$5.00 per day	\$50.00
38	320.07	Peddler, solicitors and transient merchant - photograph	2 photographs provided by Police Dept. to be used for peddler, solicitors and transient merchant application	\$5.00
39	320.01	Peddler, solicitors and transient merchant	Per applicant for 14 consecutive day period	\$50.00

Utility Fees and Permits				
Fee No.	Code No.	Purpose of Fee	Item	Amount
40	1205.03	Sewer Use Rates	130% of current Minnetonka Rate Per quarter, 15,000 gallon minimum	
41	1205.04	Sewer Use – Past Due	Delinquent sewer bill charge / per quarter	\$ 5.00

42	1205.01	Sewer Connection Permit Fee	Stub in	\$50.00
43	1205.01	Sewer Disconnect Permit Fee (CAP)	Physical disconnect from main service line	\$50.00
44	1200.02	New Sewer Connection Charge	Fees based on Minnetonka Trunk and Lateral Charge (Agreement)	
45	1205.02	Sewer Availability Charge	Met Council - charge calculated annually	
46	1210.01	Project User Fee Charge (Water & Sewer)	1997 water and sewer project fee / per quarter; adjusted annually by Resolution	Res.
47	1210.02	Maintenance Charge	Water and sewer system maintenance fee per quarter; adjusted annually by Resolution	Res.
48	1200.06	Water System Use Rates	130% of current Minnetonka Rate Per quarter, 15,000 gallon minimum	
49	1200.06	Water Use – Past Due	Delinquent water bill charge / per quarter (3 calendar days past due)	\$5.00
50	1200.05	Water Service on/off charge	City staff turning on or off water service per request of property owner	\$15.00 \$50.00
51	1200.06 (Subd. 8)	Annual safe water surcharge per State Statute	Calculated by MN Department of Health annually; adjusted annually by Resolution (Minnetonka updates the City with surcharge amount)	
52	1200.08	Water Meter Charge	City's cost of meter plus 15% (15% added only to the meter cost from the manufacture – do not add 15% to sales tax or shipping costs though)	
53	1200.10	Water Connection Permit Fee	Stub in	\$50.00
54	1200.05 (Subd. 2)	Water Disconnect Permit Fee	Physical disconnect from main service line (excavation permit)	\$50.00
55		Fire Sprinkler	Fire sprinkler with service connect	\$50.00
56			Surcharge	\$0.50
57	1200.04	New Water Connection Charge	Fee based on Minnetonka Trunk and Lateral Charge (Agreement)	



**RECOMMENDED COUNCIL ACTION**

- Motion to approve the annual Fire Service Agreement with Wayzata Fire Department and approving bi-annual payments to Wayzata.
- Payments made: January & July 2014

\$10,537.50 – first half due January 2104.

\$10,537.50 – second half due July 2104.

FIRE PROTECTION AGREEMENT  
CITY OF WOODLAND  
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THIS AGREEMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2014, by and between the CITY OF WAYZATA, a Minnesota municipal corporation, hereinafter referred to as "Wayzata", and the CITY OF WOODLAND, a Minnesota municipal corporation, hereinafter referred to as "WOODLAND":

WITNESSETH:

WHEREAS, Wayzata maintains a volunteer fire department; and

WHEREAS, Woodland does not maintain a fire department and desires to purchase fire protection from Wayzata;

NOW, THEREFORE, in consideration of the covenants herein contained, the parties hereto agree as follows:

1. Services to be Rendered. During the term of this agreement, Wayzata shall furnish fire fighting services to the City of Woodland such services shall be substantially the same in extent and quality as those rendered by Wayzata within its own corporate limits and shall utilize the equipment and personnel of Wayzata.

2. Term. Wayzata undertakes to provide such services during the period beginning midnight, January 1, 2014 and expiring at one minute before midnight December 31, 2014, unless extended in accordance with the provisions hereof.

3. Compensation. Woodland agrees to pay to Wayzata and Wayzata agrees to accept as payment for services rendered an annual charge based upon the percentage of calls in Woodland for the preceding three-year period, calculated against the Wayzata Fire Department's operating budget for the contract year.

4. Command Responsibility. The Fire Chief of Wayzata or his deputy shall have the sole and exclusive right and responsibility to prescribe the manner and method of giving the alarm for fire within Woodland, and to prescribe the manner and method of responding to calls and rendering the services contemplated. The said Fire Chief or his deputy shall immediately upon arriving at the scene of any alarm or fire emergency have the sole and exclusive responsibility and authority to direct and control any and all firefighting and emergency operations at such scene or scenes, including the direction of police officers at the scene with respect to traffic control, protection of citizens and other incidents of the emergency.

5. Woodland Not Responsible for Expenses. All expenses of maintaining Wayzata's equipment, apparatus, salaries, insurance premium and any and all other items of expenses connected with the services to be performed by Wayzata under this agreement shall be at the sole expense of Wayzata, and the sole amounts payable from Woodland to Wayzata shall be the amount specified above in paragraph 3.

6. Nature of Wayzata's Undertaking. In no event shall this agreement be construed to fix upon Wayzata any responsibility or liability to Woodland or to third parties which are greater or different in kind than the responsibilities and liabilities borne by Woodland if it were providing such services through its own fire department. Without limiting the generality of the foregoing, the Fire Chief of Wayzata or his deputy will have the sole discretion as to the firefighters and equipment that will answer each alarm, provided that protection will be reasonable considering available firefighters and equipment, and it shall not be a violation of this agreement nor shall Wayzata be held responsible to Woodland or to a third party for any loss which may result in the event Wayzata, in the exercise of reasonable judgment, and absent Wayzata's gross negligence, is unable to respond or to respond promptly or to respond with only limited firefighters and equipment, or is delayed in responding to a call by reason of answering a previous call. Woodland agrees that it will indemnify Wayzata for any judgment rendered against Wayzata or sums paid out by it in settlement, payment or defense of any such claims arising from and relating solely to such claims of improper or inadequate response to calls.

7. Extension. This agreement may be extended for successive terms of one year upon the mutual written assent of both parties entered into prior to the expiration of the then current term.

8. Further Undertakings by Wayzata. Wayzata agrees that it will indemnify Woodland for any judgment rendered against Woodland or sums paid out by it in settlement, payment or defense of any claims arising from or relating to personal injury, property damage or death caused by grossly negligent or intentional acts of Wayzata committed in the course of Wayzata's providing fire services to Woodland. Wayzata agrees to maintain insurance covering its possible exposure to liability under this paragraph 8 in amount and types of coverage described in the Appendix to this agreement.

9. Agents and Employees. No voluntary fire fighter, agent, employee or official of Wayzata shall at any time or in any manner be deemed to be a voluntary fire fighter, agent, employee or official of Woodland by reason of the performance of work or the providing of services for or on behalf of, or within the territorial limits of, the City of Woodland.

10. Assignment. This Agreement may not be assigned by either party hereto without the other's prior written consent.

11. Amendment. This Agreement embodies the entire agreement between Woodland and Wayzata with respect to the subject matter hereof, and all prior discussions, negotiations and agreements are merged herein. This Agreement may be amended or modified only by an agreement in writing by the City Councils of both Cities and executed on behalf of both Cities.

IN WITNESS WHEREOF, the parties hereto have executed this agreement the day and year first above written.

CITY OF WOODLAND

ATTEST: \_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

CITY OF WAYZATA

ATTEST: \_\_\_\_\_  
City Manager

\_\_\_\_\_  
Mayor

**CITY OF WOODLAND TREASURERS REPORT  
NOVEMBER 2013**

						<b>TOTAL</b>	
<b>FUND</b>		<b>ASSETS</b>		<b>LIABILITIES</b>		<b>FUND BALANCE</b>	
101	GENERAL	\$	135,469.14	\$	11,310.81	\$	124,158.33
401	STREET IMPROVEMENT	\$	47,103.67	\$	-	\$	47,103.67
601	WATER	\$	188,932.57	\$	79,129.05	\$	109,803.52
602	SEWER	\$	641,480.03	\$	218,547.65	\$	422,932.38
		\$	<b>1,012,985.41</b>	\$	<b>308,987.51</b>	\$	<b>703,997.90</b>
EXCESS FUNDS				\$	709,782.51		
<b>BALANCE</b>				\$	<b>1,016,270.02</b>		
		<b>CHECKING ACCOUNT</b>		<b>FUND ACCOUNT</b>			
BEGINNING BALANCE		\$	11,272.74	\$	311,569.91		
TOTAL DEPOSITS		\$	16,334.70	\$	-		
COURT FINES		\$	71.20	\$	-		
INTEREST		\$	0.40	\$	-		
ACH UTILITY PMTS RECEIVED		\$	4,292.07	\$	-		
HNPNTY SETTLEMENT		\$	-	\$	-		
HNPNTY ROAD AID		\$	-	\$	-		
TRNFR - FUND TO CKG		\$	20,375.55	\$	(20,375.55)		
TRNFR -CKG TO FUND		\$	(20,780.18)	\$	20,780.18		
TOTAL CHECKS		\$	(23,969.03)	\$	-		
ACH UTILITY BILL SVC FEE		\$	-	\$	-		
DREAMHOST WEB FEE		\$	(10.95)	\$	-		
VANCO ACH SVC FEE		\$	(3.00)	\$	-		
ENDING BALANCE		\$	<b>7,583.50</b>	\$	<b>311,974.54</b>		
GENERAL FUND CASH		\$	135,469.14				
STREET IMPROVEMENT		\$	47,103.67				
WATER FUND CASH		\$	7,938.11				
SEWER FUND CASH		\$	129,097.12				

CITY OF WOODLAND  
 TREASURER'S REPORT  
 FUND CASH BALANCES  
 11/30/2013

Fund	10/31/2013	Monthly	Monthly	Monthly	11/30/2013
	Cash Balance	Revenues	Expenses	* Liabilities	Cash Balance
General Fund	\$ 149,568.00	\$ 573.00	\$ 17,172.00	\$ 2,500.00	\$ 135,469.00
Street Improvement	\$ 47,104.00	\$ -	\$ -	\$ -	\$ 47,104.00
Water * Water Loan - Principal	\$ 3,900.00	\$ 10,846.00	\$ 6,808.00 \$ -	\$ -	\$ 7,938.00
Sewer * Sewer Loan - Principal	\$ 122,320.00 \$ -	\$ 6,780.00	\$ 3.00	\$ - \$ -	\$ 129,097.00
<b>Total</b>	<b>\$ 322,892.00</b>	<b>\$ 18,199.00</b>	<b>\$ 23,983.00</b>	<b>\$ 2,500.00</b>	<b>\$ 319,608.00</b>

\* Road Escrow \$\$ Held

CITY OF WOODLAND  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2013

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>TAXES</u>					
101-31010	CURRENT AD VALOREM	.00	156,180.21	320,228.00 ( 164,047.79)	48.77
101-31020	DELINQUENT AD VALOREM	.00	3,012.31	.00 3,012.31	.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
TOTAL TAXES		.00	159,192.52	320,228.00 ( 161,035.48)	49.71
<u>LICENSES &amp; PERMITS</u>					
101-32160	PROFESSIONAL LICENSE	.00	550.00	500.00 50.00	110.00
101-32210	BUILDING PERMIT FEES	.00	20,782.70	8,000.00 12,782.70	259.78
101-32240	ANIMAL LICENSE	.00	575.00	75.00 500.00	766.67
101-32250	PARKING PERMITS	20.00	265.00	300.00 ( 35.00)	88.33
101-32260	OTHER PERMITS (ISTS)	331.25	2,799.25	150.00 2,649.25	1,866.17
TOTAL LICENSES & PERMITS		351.25	24,971.95	9,025.00 15,946.95	276.70
<u>INTERGOVERNMENTAL AID</u>					
101-33402	HOMESTEAD CREDIT	.00	.00	.00 .00	.00
101-33423	GOVERNMENT AID - LGA	.00	.00	.00 .00	.00
101-33610	HENNEPIN COUNTY ROAD AID	.00	.00	.00 .00	.00
101-33620	CDBG MONIES	.00	.00	.00 .00	.00
101-33630	RECYCLING GRANT	.00	1,579.00	1,500.00 79.00	105.27
TOTAL INTERGOVERNMENTAL AID		.00	1,579.00	1,500.00 79.00	105.27
<u>PUBLIC CHARGES FOR SERVICE</u>					
101-34103	ZONING & SUBDIVISIONS	150.00	5,481.97	500.00 4,981.97	1,096.39
101-34107	ASSESSMENT SEARCHES	.00	.00	.00 .00	.00
101-34207	FALSE ALARM FEES	.00	1,500.00	1,200.00 300.00	125.00
101-34960	REFUNDS	.00	.00	.00 .00	.00
TOTAL PUBLIC CHARGES FOR SERVICE		150.00	6,981.97	1,700.00 5,281.97	410.70
<u>FINES &amp; FORFEITURES</u>					
101-35101	COURT FINES	71.20	2,440.73	2,500.00 ( 59.27)	97.63
TOTAL FINES & FORFEITURES		71.20	2,440.73	2,500.00 ( 59.27)	97.63

CITY OF WOODLAND  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2013

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	.40	349.41	200.00	149.41	174.71
101-36210 STONE ARCH DONATION	.00	.00	.00	.00	.00
101-36220 OTHER INCOME	.00	1,564.14	500.00	1,064.14	312.83
TOTAL MISCELLANEOUS REVENUE	.40	1,913.55	700.00	1,213.55	273.36
<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	572.85	197,079.72	335,653.00	( 138,573.28 )	58.72

CITY OF WOODLAND  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2013

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>COUNCIL</u>					
101-41100-103	.00	.00	240.00	240.00	.00
101-41100-122	.00	.00	15.00	15.00	.00
101-41100-123	.00	31.92	5.00	( 26.92 )	638.40
101-41100-309	.00	.00	.00	.00	.00
101-41100-371	.00	176.00	200.00	24.00	88.00
101-41100-433	.00	.00	.00	.00	.00
101-41100-439	.00	48.79	100.00	51.21	48.79
TOTAL COUNCIL	.00	256.71	560.00	303.29	45.84
<u>ELECTIONS</u>					
101-41200-103	.00	.00	.00	.00	.00
101-41200-122	.00	.00	.00	.00	.00
101-41200-123	.00	.00	.00	.00	.00
101-41200-214	.00	.00	50.00	50.00	.00
101-41200-219	.00	.00	.00	.00	.00
101-41200-249	.00	.00	.00	.00	.00
101-41200-309	.00	.00	.00	.00	.00
101-41200-319	.00	.00	325.00	325.00	.00
101-41200-322	.00	.00	25.00	25.00	.00
101-41200-372	.00	.00	.00	.00	.00
101-41200-419	.00	.00	.00	.00	.00
101-41200-439	.00	.00	.00	.00	.00
TOTAL ELECTIONS	.00	.00	400.00	400.00	.00
<u>CONTRACTED SERVICES</u>					
101-41400-103	.00	.00	.00	.00	.00
101-41400-122	.00	.00	.00	.00	.00
101-41400-123	.00	.00	.00	.00	.00
101-41400-201	.00	.00	.00	.00	.00
101-41400-202	.00	.00	.00	.00	.00
101-41400-214	.00	335.45	650.00	314.55	51.61
101-41400-219	.00	250.61	450.00	199.39	55.69
101-41400-308	.00	2,222.94	1,800.00	( 422.94 )	123.50
101-41400-309	10.95	2,170.27	150.00	( 2,020.27 )	1,446.85
101-41400-310	4,021.42	44,235.62	48,257.00	4,021.38	91.67
101-41400-322	.00	208.38	500.00	291.62	41.68
101-41400-351	487.14	1,905.32	1,500.00	( 405.32 )	127.02
101-41400-371	.00	.00	60.00	60.00	.00
101-41400-439	.00	.00	.00	.00	.00
101-41400-530	.00	.00	.00	.00	.00
TOTAL CONTRACTED SERVICES	4,519.51	51,328.59	53,367.00	2,038.41	96.18

CITY OF WOODLAND  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2013

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>ASSESSOR CONTRACT</u>					
101-41500-309 ASSESSOR CONTRACT	766.50	8,312.50	9,019.00	706.50	92.17
TOTAL ASSESSOR CONTRACT	766.50	8,312.50	9,019.00	706.50	92.17
<u>LEGAL SERVICES</u>					
101-41600-304 LEGAL SERVICES/GENERAL	.00	5,078.00	6,000.00	922.00	84.63
101-41600-305 LEGAL SVCS/PROSECUTION	.00	1,225.20	2,500.00	1,274.80	49.01
TOTAL LEGAL SERVICES	.00	6,303.20	8,500.00	2,196.80	74.16
<u>AUDIT SERVICES</u>					
101-41700-301 AUDITING	.00	11,000.00	11,000.00	.00	100.00
TOTAL AUDIT SERVICES	.00	11,000.00	11,000.00	.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	8,689.83	95,588.13	104,278.00	8,689.87	91.67
TOTAL PUBLIC SAFETY EXPENSES	8,689.83	95,588.13	104,278.00	8,689.87	91.67
<u>FIRE PROTECTION</u>					
101-42200-309 FIRE PROTECTION	.00	20,429.00	20,429.00	.00	100.00
101-42200-319 PROF SVC - FIRE MARSHALL INSP	.00	.00	.00	.00	.00
TOTAL FIRE PROTECTION	.00	20,429.00	20,429.00	.00	100.00
<u>ENGINEERING FEES</u>					
101-42600-303 ENGINEERING FEES	1,406.00	10,055.00	5,000.00	( 5,055.00 )	201.10
TOTAL ENGINEERING FEES	1,406.00	10,055.00	5,000.00	( 5,055.00 )	201.10

CITY OF WOODLAND  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2013

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	143.60	1,200.00	1,056.40	11.97
101-43900-309 PROFESSIONAL SERVICES	.00	.00	.00	.00	.00
101-43900-310 SWEEPING/ROADS/MISC	.00	7,954.94	7,500.00	( 454.94 )	106.07
101-43900-311 STORM CULVERT/MISC CLEANUP	.00	18,324.38	200.00	( 18,124.38 )	9,162.19
101-43900-312 SNOW PLOWING CONTRACTURAL	394.50	34,556.00	37,000.00	2,444.00	93.39
101-43900-313 TREES/MOWING CONTRACTURAL	429.10	5,353.73	8,000.00	2,646.27	66.92
101-43900-319 PROF SERVICES - SEPTIC SYSTEMS	.00	4,846.59	4,800.00	( 46.59 )	100.97
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	823.60	71,179.24	58,700.00	( 12,479.24 )	121.26
<u>PARKS CONTRACT SERVICES</u>					
101-49000-309 MISC-PROF SVCS/DEER CONTROL	.00	.00	750.00	750.00	.00
101-49000-310 RECYCLING CONTRACT	794.88	7,960.72	9,700.00	1,739.28	82.07
101-49000-319 PROF SERVICE-METRO WEST	.00	.00	.00	.00	.00
101-49000-369 INSURANCE	.00	3,055.00	3,000.00	( 55.00 )	101.83
101-49000-433 DUES & SUBSCRIPTIONS	171.66	7,213.66	7,800.00	586.34	92.48
101-49000-438 DEER CONTROL	.00	.00	.00	.00	.00
101-49000-439 CONTINGENCY	.00	29.38	150.00	120.62	19.59
101-49000-440 BLDG ESCROW REFUND	.00	.00	.00	.00	.00
TOTAL PARKS CONTRACT SERVICES	966.54	18,258.76	21,400.00	3,141.24	85.32
<u>TRANSFERS</u>					
101-49300-720 TRANSFERS OUT	.00	43,000.00	43,000.00	.00	100.00
TOTAL TRANSFERS	.00	43,000.00	43,000.00	.00	100.00
TOTAL FUND EXPENDITURES	17,171.98	335,711.13	335,653.00	( 58.13 )	100.02

CITY OF WOODLAND  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2013

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
NET REVENUES OVER EXPENDITURES	( 16,599.13 )	( 138,631.41 )	.00	( 138,515.15 )	.00

CITY OF WOODLAND  
REVENUES/EXPENDITURES COMPARED TO BUDGET  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2013

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUE</u>					
TAXES	.00	159,192.52	320,228.00	161,035.48	49.7
LICENSES & PERMITS	351.25	24,971.95	9,025.00 (	15,946.95 )	276.7
INTERGOVERNMENTAL AID	.00	1,579.00	1,500.00 (	79.00 )	105.3
PUBLIC CHARGES FOR SERVICE	150.00	6,981.97	1,700.00 (	5,281.97 )	410.7
FINES & FORFEITURES	71.20	2,440.73	2,500.00	59.27	97.6
MISCELLANEOUS REVENUE	.40	1,913.55	700.00 (	1,213.55 )	273.4
OTHER FINANCING SOURCES	.00	.00	.00	.00	.0
TOTAL FUND REVENUE	<u>572.85</u>	<u>197,079.72</u>	<u>335,653.00</u>	<u>138,573.28</u>	<u>58.7</u>
<u>EXPENDITURES</u>					
COUNCIL	.00	256.71	560.00	303.29	45.8
ELECTIONS	.00	.00	400.00	400.00	.0
CONTRACTED SERVICES	4,519.51	51,328.59	53,367.00	2,038.41	96.2
ASSESSOR	766.50	8,312.50	9,019.00	706.50	92.2
LEGAL SERVICES	.00	6,303.20	8,500.00	2,196.80	74.2
AUDITING	.00	11,000.00	11,000.00	.00	100.0
PUBLIC SAFETY EXPENSES	8,689.83	95,588.13	104,278.00	8,689.87	91.7
FIRE PROTECTION	.00	20,429.00	20,429.00	.00	100.0
ENGINEERING	1,406.00	10,055.00	5,000.00 (	5,055.00 )	201.1
PUBLIC WORKS EXPENSE	.00	.00	.00	.00	.0
PUBLIC WORKS CONTRACT SERVICES	823.60	71,179.24	58,700.00 (	12,479.24 )	121.3
PARKS CONTRACT SERVICES	966.54	18,258.76	21,400.00	3,141.24	85.3
TRANSFERS OUT	.00	43,000.00	43,000.00	.00	100.0
TOTAL FUND EXPENDITURES	<u>17,171.98</u>	<u>335,711.13</u>	<u>335,653.00 (</u>	<u>58.13 )</u>	<u>100.0</u>
NET REVENUE OVER EXPENDITURES	<u>( 16,599.13 )</u>	<u>( 138,631.41 )</u>	<u>.00</u>	<u>138,631.41</u>	<u>.0</u>

CITY OF WOODLAND  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2013

STREET IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>INTERGOVERNMENTAL AID</u>					
401-33610 STATE/COUNTY AID	.00	.00	.00	.00	.00
TOTAL INTERGOVERNMENTAL AID	.00	.00	.00	.00	.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	43,000.00	43,000.00	.00	100.00
TOTAL OTHER FINANCING SOURCES	.00	43,000.00	43,000.00	.00	100.00
TOTAL FUND REVENUE	.00	43,000.00	43,030.00	( 30.00 )	99.93

CITY OF WOODLAND  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2013

STREET IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>STREET IMPROVE FUND EXPENSES</u>					
401-43100-303 PROF SERVICES/ENGINEERING	.00	6,372.00	8,000.00	1,628.00	79.65
401-43100-351 BID NOTICES/LEGAL/MISC	.00	.00	.00	.00	.00
401-43100-409 STREET IMPROVEMENT	.00	30,742.30	20,000.00	( 10,742.30 )	153.71
TOTAL STREET IMPROVE FUND EXPENSES	.00	37,114.30	28,000.00	( 9,114.30 )	132.55
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TOTAL FUND EXPENDITURES	.00	37,114.30	28,000.00	( 9,114.30 )	132.55
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NET REVENUES OVER EXPENDITURES	.00	5,885.70	15,030.00	9,084.30	39.16

CITY OF WOODLAND  
 REVENUES/EXPENDITURES COMPARED TO BUDGET  
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2013

STREET IMPROVEMENT FUND

<u>REVENUE</u>	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
INTERGOVERNMENTAL AID	.00	.00	.00	.00	.0
SPECIAL ASSESSMENTS	.00	.00	30.00	30.00	.0
OTHER FINANCING SOURCES	.00	43,000.00	43,000.00	.00	100.0
<b>TOTAL FUND REVENUE</b>	<b>.00</b>	<b>43,000.00</b>	<b>43,030.00</b>	<b>30.00</b>	<b>99.9</b>
<u>EXPENDITURES</u>					
STREET IMPROVEMENT FUND EXPENSES	.00	37,114.30	28,000.00 (	9,114.30 )	132.6
<b>TOTAL FUND EXPENDITURES</b>	<b>.00</b>	<b>37,114.30</b>	<b>28,000.00 (</b>	<b>9,114.30 )</b>	<b>132.6</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>.00</b>	<b>5,885.70</b>	<b>15,030.00</b>	<b>9,144.30</b>	<b>39.2</b>

CITY OF WOODLAND  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2013

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>TAXES</u>					
601-31801 WATER SURCHARGE REV	.00	.00	.00	.00	.00
TOTAL TAXES	.00	.00	.00	.00	.00
<u>LICENSES &amp; PERMITS</u>					
601-32260 WATER PERMITS	.00	.00	.00	.00	.00
TOTAL LICENSES & PERMITS	.00	.00	.00	.00	.00
<u>SPECIAL ASSESSMENTS</u>					
601-36101 SP ASSMTS - 97 IMPROVE PROJECT	.00	6,747.82	12,020.00	( 5,272.18 )	56.14
601-36102 SA - INTEREST PREPAYMENTS	.00	.00	.00	.00	.00
601-36103 SA - DELINQUENT UTILITIES	.00	617.10	.00	617.10	.00
601-36200 SA - PRINCIPAL PREPAYMENTS	6,750.00	10,350.00	.00	10,350.00	.00
601-36210 INTEREST EARNINGS	.00	.00	.00	.00	.00
601-36220 OTHER INCOME	.00	.00	.00	.00	.00
TOTAL SPECIAL ASSESSMENTS	6,750.00	17,714.92	12,020.00	5,694.92	147.38
<u>WATER USAGE REVENUE</u>					
601-37101 WATER USE CHARGES	1,499.77	9,011.52	7,104.00	1,907.52	126.85
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	1,922.66	13,579.57	14,165.00	( 585.43 )	95.87
601-37171 WATER ADMIN FEE	.00	.00	.00	.00	.00
601-37172 WATER USER FEE	673.38	4,779.84	4,961.00	( 181.16 )	96.35
TOTAL WATER USAGE REVENUE	4,095.81	27,370.93	26,230.00	1,140.93	104.35
<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	10,845.81	45,085.85	38,250.00	6,835.85	117.87

CITY OF WOODLAND  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2013

		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	.00	.00	.00	.00
601-49400-219	OPERATIONAL SUPPLIES-OTHE	.00	8.54	500.00	491.46	1.71
601-49400-229	R&M SUPPLIES-OTHER	.00	.00	.00	.00	.00
601-49400-303	ENGINEERING FEES	720.00	762.09	2,500.00	1,737.91	30.48
601-49400-304	LEGAL FEES	.00	.00	.00	.00	.00
601-49400-309	PROFESSIONAL SERVICES-O	.00	.00	.00	.00	.00
601-49400-318	1/3 OF 2011 SHORTFALL	.00	.00	.00	.00	.00
601-49400-319	EQUIPMENT MNTCE-FIRE HYDRANTS	5,888.00	7,259.00	4,000.00	( 3,259.00 )	181.48
601-49400-320	MNTCE & REPAIRS - CURB STOPS	.00	.00	1,000.00	1,000.00	.00
601-49400-321	EQUIP MNTCE/REPAIR-GATE VALVES	200.00	200.00	2,400.00	2,200.00	8.33
601-49400-322	COMMUNICATIONS-POSTAGE	.00	43.92	62.00	18.08	70.84
601-49400-323	1/3 OF 2011 REV SHORTFALL-3 YR	.00	.00	2,700.00	2,700.00	.00
601-49400-324	2012 EXCESS MNTCE EXPENSE	.00	.00	1,000.00	1,000.00	.00
601-49400-381	UTILITY SERVICES-ELECTRIC	.00	.00	.00	.00	.00
601-49400-382	UTILITY SVC-WATER	.00	6,834.06	7,104.00	269.94	96.20
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	3,867.19	3,867.00	( .19 )	100.00
	TOTAL WATER FUND EXPENSES	6,808.00	31,474.80	37,633.00	6,158.20	83.64
<u>DEPRECIATION</u>						
601-49970-420	DEPRECIATION EXPENSE	.00	.00	.00	.00	.00
	TOTAL DEPRECIATION	.00	.00	.00	.00	.00
	TOTAL FUND EXPENDITURES	6,808.00	31,474.80	37,633.00	6,158.20	83.64

CITY OF WOODLAND  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2013

	WATER FUND				
	PERIOD		BUDGET		% OF
	ACTUAL	YTD ACTUAL	AMOUNT	VARIANCE	BUDGET
	<u>          </u>				
NET REVENUES OVER EXPENDITURES	4,037.81	13,611.05	617.00	677.65	2,206.00
	<u>          </u>				

CITY OF WOODLAND  
 REVENUES/EXPENDITURES COMPARED TO BUDGET  
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2013

WATER FUND

<u>REVENUE</u>	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
TAXES	.00	.00	.00	.00	.0
LICENSES & PERMITS	.00	.00	.00	.00	.0
SPECIAL ASSESSMENTS	6,750.00	17,714.92	12,020.00 (	5,694.92 )	147.4
WATER USAGE REVENUE	4,095.81	27,370.93	26,230.00 (	1,140.93 )	104.4
OTHER FINANCING SOURCES	.00	.00	.00	.00	.0
 TOTAL FUND REVENUE	 <u>10,845.81</u>	 <u>45,085.85</u>	 <u>38,250.00 (</u>	 <u>6,835.85 )</u>	 <u>117.9</u>
<u>EXPENDITURES</u>					
TRANSFERS OUT	.00	.00	.00	.00	.0
WATER FUND EXPENSES	6,808.00	31,474.80	37,633.00	6,158.20	83.6
DEPRECIATION	.00	.00	.00	.00	.0
 TOTAL FUND EXPENDITURES	 <u>6,808.00</u>	 <u>31,474.80</u>	 <u>37,633.00</u>	 <u>6,158.20</u>	 <u>83.6</u>
NET REVENUE OVER EXPENDITURES	<u>4,037.81</u>	<u>13,611.05</u>	<u>617.00 (</u>	<u>12,994.05 )</u>	<u>206.0</u>

CITY OF WOODLAND  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2013

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>TAXES</u>					
602-31801 SEWER SURCHARGE REV	.00	.00	.00	.00	.00
TOTAL TAXES	.00	.00	.00	.00	.00
<u>LICENSES &amp; PERMITS</u>					
602-32260 SEWER PERMITS	.00	.00	.00	.00	.00
TOTAL LICENSES & PERMITS	.00	.00	.00	.00	.00
<u>SEWER USAGE REVENUE</u>					
602-34401 SEWER USE CHARGES	1,805.58	13,358.03	12,182.00	1,176.03	109.65
602-34402 LATE CHARGES & PENALTIES	.00	.00	.00	.00	.00
602-34408 0	.00	.00	.00	.00	.00
TOTAL SEWER USAGE REVENUE	1,805.58	13,358.03	12,182.00	1,176.03	109.65
<u>SPECIAL ASSESSMENTS</u>					
602-36100 SP ASSMTS - 97 IMPROVE PROJECT	.00	2,249.27	4,007.00	( 1,757.73 )	56.13
602-36101 SA - PRINCIPAL PREPAYMENTS	2,250.00	3,450.00	.00	3,450.00	.00
602-36102 SA - INTEREST PREPAYMENTS	.00	.00	.00	.00	.00
602-36103 SA - DELINQUENT UTILITIES	.00	853.12	.00	853.12	.00
602-36210 INTEREST EARNINGS	.00	.00	30.00	( 30.00 )	.00
TOTAL SPECIAL ASSESSMENTS	2,250.00	6,552.39	4,037.00	2,515.39	162.31
<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	1,069.90	7,571.08	7,883.00	( 311.92 )	96.04
602-37171 SEWER ADMIN FEE	.00	.00	.00	.00	.00
602-37172 SEWER USER FEE	1,654.23	11,722.82	12,188.00	( 465.18 )	96.18
602-37270 SAC-CITY PORTION	.00	.00	.00	.00	.00
TOTAL SEWER USAGE REVENUE	2,724.13	19,293.90	20,071.00	( 777.10 )	96.13

CITY OF WOODLAND  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2013

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	6,779.71	39,204.32	36,290.00	2,914.32	108.03

CITY OF WOODLAND  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2013

SEWER FUND					
	PERIOD		BUDGET		% OF
	ACTUAL	YTD ACTUAL	AMOUNT	VARIANCE	BUDGET
<u>SEWER FUND EXPENSES</u>					
602-43200-106	SALARY	.00	.00	.00	.00
602-43200-122	FICA CONTRIBUTIONS	.00	.00	.00	.00
602-43200-123	MEDICARE CONTRIBUTIONS	.00	.00	.00	.00
602-43200-214	OPERATIONAL SUPP-FORMS/PR	.00	45.00	50.00	5.00
602-43200-219	OPERATIONAL SUPPLIES-OTHE	.00	.00	.00	.00
602-43200-229	R&M SUPPLIES-OTHER	.00	.00	.00	.00
602-43200-303	ENGINEERING FEES	.00	.00	1,500.00	1,500.00
602-43200-309	PROFESSIONAL SVCS	3.00	20.25	.00	( 20.25 )
602-43200-310	SEWER-CONTRACTURAL	.00	.00	.00	.00
602-43200-319	EQUIPMENT MAINTENANCE-OTH	.00	.00	3,200.00	3,200.00
602-43200-322	COMMUNICATIONS-POSTAGE	.00	43.92	62.00	18.08
602-43200-351	LEGAL NOTICES	.00	.00	.00	.00
602-43200-381	UTILITY SERVICES-ELECTRIC	.00	.00	.00	.00
602-43200-385	UTILITY SVC-SEWER	.00	10,807.32	12,182.00	1,374.68
602-43200-400	REPAIR & MNTNCE-INFILTRATION	.00	.00	3,000.00	3,000.00
602-43200-404	R&M-MACHINERY & EQUIPMENT	.00	.00	.00	.00
602-43200-409	R&M CONTRACTURAL-OTHER	.00	.00	.00	.00
602-43200-420	SEWER-DEPRECIATION	.00	.00	.00	.00
602-43200-439	SEWER-CONTINGENCY	.00	.00	.00	.00
602-43200-530	CAPITAL OUTLAY-OTHER THAN	.00	.00	.00	.00
602-43200-602	IMPROVE BOND-PRINCIPAL	.00	33,521.75	33,502.00	( 19.75 )
602-43200-611	ACCRUED INTEREST EXPENSE	.00	.00	.00	.00
602-43200-612	IMPROVE BOND-INTEREST	.00	5,278.25	5,298.00	19.75
602-43200-720	OPERATING TRANSFERS	.00	.00	.00	.00
602-43200-770	DEPRECIATION EXPENSE	.00	.00	.00	.00
TOTAL SEWER FUND EXPENSES		3.00	49,716.49	58,794.00	9,077.51
<u>DEPRECIATION</u>					
602-49970-420	DEPRECIATION EXPENSE	.00	.00	.00	.00
TOTAL DEPRECIATION		.00	.00	.00	.00
<u>TOTAL FUND EXPENDITURES</u>					
		3.00	49,716.49	58,794.00	9,077.51
NET REVENUES OVER EXPENDITURES		6,776.71	( 10,512.17 )	( 22,504.00 )	( 6,163.19 )

CITY OF WOODLAND  
 REVENUES/EXPENDITURES COMPARED TO BUDGET  
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2013

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	1,805.58	13,358.03	12,182.00 (	1,176.03 )	109.7
SPECIAL ASSESSMENTS	2,250.00	6,552.39	4,037.00 (	2,515.39 )	162.3
SEWER USAGE REVENUE	2,724.13	19,293.90	20,071.00	777.10	96.1
OTHER FINANCING SOURCES	.00	.00	.00	.00	.0
TOTAL FUND REVENUE	<u>6,779.71</u>	<u>39,204.32</u>	<u>36,290.00 (</u>	<u>2,914.32 )</u>	<u>108.0</u>
<u>EXPENDITURES</u>					
SEWER FUND EXPENSES	3.00	49,716.49	58,794.00	9,077.51	84.6
DEPRECIATION	.00	.00	.00	.00	.0
TOTAL FUND EXPENDITURES	<u>3.00</u>	<u>49,716.49</u>	<u>58,794.00</u>	<u>9,077.51</u>	<u>84.6</u>
NET REVENUE OVER EXPENDITURES	<u>6,776.71 (</u>	<u>10,512.17 ) (</u>	<u>22,504.00 ) (</u>	<u>11,991.83 ) (</u>	<u>46.7 )</u>

**CITY OF WOODLAND  
PREMIUM SUMMARY  
05/01/13 to 05/01/14**

COVERAGES	PREMIUMS	
	2012-2013	2013-2014
Property	\$ 100	\$ 100
Equipment Breakdown	Not Covered	Not Covered
Mobile Property	Not Covered	Not Covered
Crime	Included	Included
Faithful Performance Bond	Not Covered	Not Covered
Municipal Liability	\$ 1,471	\$ 1,324
Auto Liability & Physical Damage	\$ 69	\$ 75
Petrofund	Included	Included
Fireworks	Not Covered	Not Covered
No Fault Sewer Back Up Limit	\$ 183	\$ 165
<b>TOTAL PROPERTY/CASUALTY PACKAGE</b>	<b>\$1,823</b>	<b>\$1,664</b>
Open Meeting Law	Included	Included
Liquor Liability	Not Covered	Not Covered
Excess Liability	\$ 900	\$ 900
<b>TOTAL PREMIUM</b>	<b>\$2,723</b>	<b>\$2,564</b>
Workers' Compensation (8/10/13 to 8/10/14)	\$ 99	\$ 96
City Volunteer Accident Plan (8/10/13 to 8/10/14)	\$ 160	\$ 145
<b>TOTAL PREMIUM</b>	<b>\$2,982</b>	<b>\$2,805</b>

**CITY OF WOODLAND**  
**LMCIT PREMIUM BREAKDOWN**  
**05/01/13 to 05/01/14**

PROPERTY/ CASUALTY COVERAGES		AMOUNT OF COVERAGE	PREMIUM
Property (Per \$100 Coverage)		\$ 40,974	\$ 100
Equipment Breakdown Coverage		No Coverage	\$ 0
Mobile Property (Per \$100 Coverage):	Sched. Over 25,000	No Coverage	\$ 0
	Unsched. 25,000 & Less	No Coverage	\$ 0
Municipal Liability		See Attached	\$ 1,324
No Fault Sewer Backup		\$ 40,000	\$ 165
Auto Liability & Physical Damage		See Attached	\$ 75
Crime-Inside/Out/Forgery		\$ 250,000	Included
Bonds		No Coverage	\$ 0
Petrofund		See Attached	Included
Fireworks		No Coverage	\$ 0
Open Meeting Law		See Attached	Included
Liquor Liability		No Coverage	\$ 0
Excess Liability		\$ 1,000,000	\$ 900
		<b>Total Premium:</b>	<b>\$ 2,564</b>

**MUNICIPAL LIABILITY**

--HAZARD--	PREMIUM BASIS	ADVANCED PREMIUM
Expenditures	\$ 347,249	\$ 429
Land Use- Households	192	\$ 733
Sewer Backup Connections	48	\$ 327
Employment	0	\$ 0
	<b>Total Liability</b>	<b>\$ 1,489</b>

## City of Woodland 2013 Property Schedule

Loc #	Bld #	Address	Occupancy	Flood	Type of Covered Property	Estimated Replacement Cost	Premium
001	001	20225 Cottagewood Rd.	City Hall	Code A	Contents	\$41,793	\$100

**\*\*Section IV - Water and Supplemental Flood Coverage**

- Code A LMCIT Water and Supplemental Flood Coverage applies with no additional exclusions.
- Code B LMCIT Water and Supplemental Flood Coverage applies in addition to and in excess of the applicable National Flood Insurance Program Coverage.
- Code C LMCIT Water and Supplemental Flood Coverage excludes damages from any *occurrence* for which any loss or any damage would be payable under a National Flood Insurance Program Coverage.

**CITY OF WOODLAND  
PROPERTY COVERAGE**

**Coverage:**

Property insurance covers your interest against direct physical loss or damage by covered causes of loss to named property that you own or are required to insure.

**Perils:**

All perils are covered except those specifically excluded such as war, earthquake and nuclear hazard.

**Schedule of Locations:**

Per Statement of Values on File with Company

**Total Property Limit:**

General Limit per Occurrence, subject to sub-limits and the specific scheduled property limit.

\$ 41,793	Buildings, Contents, Property In Open
No Coverage	Mobile Property - Scheduled (+\$25,000)
<u>No Coverage</u>	Mobile property - Unscheduled
\$ 41,793	General Limit per Occurrence

\$50,000,000 Terrorism loss-occurrence-shared limit for all member losses occurring during 72 consecutive hours, with limitations

\$500,000 Water and Supplemental Flood Coverage - Per Occurrence and Annual Aggregate For Buildings/Contents or Property In The Open, or Builders Risk, Excluding Vacant Buildings (Coverage for a specific location as shown on policy schedule)

**Deductible:**

\$250 Per Occurrence

**Valuation:**

Building/Contents & Property In Open: Replacement Cost  
Mobile Property: Repair or Replace Cost up to 200% of Fair Market Value  
Vacant Buildings: Fair Market Value

**CITY OF WOODLAND**  
**PROPERTY COVERAGE (CONTINUED)**

**Property Not Covered:**

- \* Aircraft, Animals (except police dogs)
- \* Automobiles (Licensed)
- \* Money or Securities (Except Crime Coverage)
- \* Bridges or Other Paved Surfaces (Except Golf Course Property)
- \* Builders Risk Property (any project over \$2,000,000)
- \* Illegal Contraband
- \* Cost of Excavations and Grading etc.
- \* Crops and Lawns (Except Golf Course Prop)
- \* Pilings, Piers, Wharves or Docks
- \* Underground Buried Pipes, Flues or Drains
- \* Foundations of Buildings, etc. (if below the lowest floor surface)
- \* Retaining Walls (if not part of specified property)
- \* Electrical Transmission Lines
- \* Trees and Shrubs not within 100 ft. of a building

**Additional Coverages:**

Asbestos, Clean Up, Abatement & Removal	\$250,000 Per Location
Loss of Revenue, Extra & Expediting Expense	\$5,000,000 Per Occurrence
Debris Removal - Direct Physical Damage	25% of Replacement Cost
Debris Removal - No Direct Physical Damage	\$50,000 Per Occurrence
Leasehold Interest	\$500,000 Per Location
Pollutant Cleanup and Removal	\$250,000 Per Location
Errors: 90% Of The Loss	\$500,000 Per Occurrence
Rental Reimbursement	\$25,000 Annual Aggregate
Arson Reward	\$5,000 Per Fire
Accounts Receivable	\$500,000 Per Location
Valuable Papers & Records	\$500,000 Per Location
Extraordinary Expenses	\$250,000 Annual Aggr.
Utility Services	\$100,000 Per Occurrence
Criminal Acts Other Than Vandalism	\$1,000,000
Data Security Breach Mitigation	\$250,000 Annual Aggregate

**PROPERTY COVERAGE (CONTINUED)**

**Sublimits In Addition To The Scheduled General Limit Of Occurrence:**

Newly Acquired or Constructed Building/Contents	
Or Property In Open	\$5,000,000 One Location
Newly Acquired or Built Mobile Property	\$500,000 Per Unit
Buildings in the Course of Construction, Alterations, or Repair	
Any One Location	\$2,000,000
Includes: Property In Transit	\$250,000
Temporary Location	\$500,000
Vacant Buildings	Fair Market Value

**Sublimits Included In The Scheduled General Limit of Occurrence (Maximum \$39,000)**

Computer Equipment Data & Media		\$1,000,000
Fine Arts		\$500,000
Personal Effects	Per Occurrence	\$25,000
	Per Employee	\$2,500
Business Personal effects	Per Occurrence	\$25,000
	Per Employee	\$5,000
Covered Property In Transit	Per Occurrence	\$250,000
Unscheduled Location	Per Occurrence	\$500,000
Golf Course Property - For Direct Damage and Debris Removal	Per Occurrence	\$100,000

**Coverage Exclusions Included but are Not Limited To:**

War, Nuclear Hazard, etc.  
No coverage for increased costs to comply with City zoning or ordinances  
No coverage for costs to correct code violations that existed prior to the date of loss

**Water and Supplemental Flood (Coverage Codes):**

- Code A: LMCIT Water and Supplemental Flood Coverage applies with no additional exclusions.
- Code B: LMCIT Water and Supplemental Flood Coverage applies in addition to and in excess of the applicable National Flood Insurance Program Coverage.
- Code C: LMCIT Water and Supplemental Flood Coverage excludes damages from any occurrence for which any loss or any damage would be payable under a National Flood Insurance Program Coverage.

Terrorism Losses - Special Pool Limit Endorsement

- Shared Limit - for any terrorism loss occurrence which is over \$50,000,000 the LMCIT will pay a proportionate share of the City's loss.
  
- Sub Limits - Maximum \$1,000,000 for all of the following:
  - a. Discharge of pollutants, and resulting fire losses.
  - b. Chemical or biological release and exposure, and resulting fire losses.
  - c. Attack by electronic means, including computer corruption.
  - d. Asbestos exposure of any kind, including resulting fire.
  - e. Threat or hoax losses and expenses
  - f. Any expediting expense
  - g. Nuclear and radioactive costs, including resulting fire losses
  
- Termination
  - a. Automatic termination - LMCIT loss cost for any terrorism loss occurrence that exceeds \$15,000,000.
  - b. Discretionary termination - by LMCIT Board of Trustees upon 10 days notice to the city

## PETROFUND COVERAGE

### Limits of Reimbursement Benefits:

Reimbursable Costs – Single Tank Release      10% Maximum

Reimbursable Costs & Defense Costs Limits:

Each Tank Release      \$250,000

Agreement Term Aggregate      \$250,000

Deductible:      Not Applicable

### Reimbursement Benefits:

Reimburse *you* for damage you have been required to pay for taking corrective action and for compensating third parties for bodily injury and property damage caused by an accidental tank release.

This coverage is supplementary to the *Minnesota Petrofund* pursuant to the provisions and monetary limitations of the *Petroleum Tank Release Cleanup Act*.

### Coverage Stipulation:

Underground tanks must be registered with the Minnesota Pollution Control Agency.

### Excluded Entities (Unless Specifically Named):

- Gas, Electrical, or steam utilities commission
- Port authority, housing and redevelopment authority, economic development authority
- Municipal power or gas agency
- Hospital or nursing home board or commission
- Welfare or public relief agency
- School board
- Airport commission
- Joint Powers entity, subject to policy exceptions

## CRIME COVERAGE

### Limits of Insurance:

Per Occurrence                      \$250,000

### Deductible:

\$250      per occurrence

### Coverage Agreement:

- Money and securities loss from theft, disappearance, and destruction - Inside the premises, include damage to premises
- Money and securities loss from the theft, etc - outside the premises, in care, custody or control of a messenger
- Forgery or alteration of any instruments of payment, plus legal defense expenses.
- Auditing and accounting costs reimbursement up to 25% or the covered loss, in addition to the coverage limit

### Causes of Loss and Damages Not Covered:

- Accounting or Arithmetical Errors & Omissions
- Acts of Employees - dishonest or criminal act
- Fire - Loss or damage to premises
- Governmental Action - Seizure or destruction
- Indirect Loss - Unrealized income loss, legally liable damages
- Legal Expenses
- Nuclear Hazard & War
- Vandalism or malicious mischief damage to your premises or "collection boxes"

**COMPREHENSIVE MUNICIPAL LIABILITY**

**Coverage:**

Your legal liability to members of the public for claims arising out of your premises, operations, products, or completed operations. Coverage is "Claims Made" during the policy period.

**Limits of Liability:**

Each Occurrence Limit	\$1,500,000
Products/Completed Operations*	\$2,000,000 Annual Aggregate
Failure to Supply Claim Limit	\$2,000,000 Annual Aggregate
Electromagnetic Fields	\$2,000,000 Annual Aggregate
Mold Claim Limit	\$2,000,000 Annual Aggregate
Fire Damage Limit	\$50,000 Any One Fire
Medical Expense Limit	\$1,000/\$10,000 Any One Person/Occurrence
Limited Pollution Liability*	\$1,500,000 Per Sudden Occurrence
	\$2,000,000 Annual Aggregate
Outside Organization Claim Limit**	\$100,000 Annual Aggregate
Land Use, Development Litigation***	\$1,000,000 Annual Aggregate
No-Fault Sewer Backup	\$ 40,000 per building
	\$ 250,000 Water Main Break Aggregate

\*Applies only to claims arising from city's "product", not city's "work"

\*\*Limit includes damages, loss expense, defense costs, supplementary payments

\*\*\*Limit includes litigation costs

**Deductible:**

\$250 Per Occurrence

**Retroactive Dates:**

Municipal Liability	05/01/1987
Limited Pollution Liability	05/01/1989

**CITY OF WOODLAND**  
**COMPREHENSIVE MUNICIPAL LIABILITY (CONTINUED)**

**Additional Liability Coverage:**

- Personal Injury (False Arrest or Detention, Libel, Slander or Defamation of Character; wrongful Eviction)
- Employees as Additional Insured (Including Elected Officials & Volunteers while acting within the scope of their business)
- Broad Form Property Damage
- Failure to Supply Utilities, Including electricity, gas, water or steam
- Contractual Liability policy "covered contracts"
- Non-Owned Watercraft (26' limit)
- Incidental Malpractice- Including Paramedical Services
- Employment Practices Liability
- Employee Benefits Liability
- Firefighters' Professional Liability
- Fiduciary Liability (for relief association board members)
- Property of Others in Care Custody and Control of Public Safety Personnel
- Coverage for claims and litigation for claims arising from the activities of a joint city-township zoning board created under orderly annexation agreements. This extends to the town and town officers and employees if they are named in a claims arising from the joint board's activities.

**Exclusions Include, but are not limited to:**

- Any Ownership/Construction/Operation/Maintenance Associated with Railroad Tracks or Rolling Stock
- Any Operations Associated with the Ownership of an Airport
- Any Ownership/Operations of a Municipal Hospital or Nursing Home
- Any Injury to a Volunteer Fireman
- Failure or bursting of any:
  - a. DNR Class I or II Dam
  - b. Any dike, levee, or similar structure
- The Policy Does Not Apply to the Use of Watercraft if:
  - a. The boat is over 26 feet
  - b. The boat is used to carry people or property for a charge
  - c. The boat is rented to others
- The Policy Does Not Cover the Failure to Give or the Giving or Any Professional Services, e.g.:
  - a. Attorney
  - b. Architect
  - c. Doctor of Medicine, Dentist, and Pharmacist
  - d. Nurse, except in capacity as emergency medical technician or first responder
  - e. Accountant, unless an employee
  - f. Professional Engineer, unless an employee

## COMPREHENSIVE MUNICIPAL LIABILITY (CONTINUED)

- The Policy Excludes any Coverage for "Special Events" that Involve the Operation of:
  - a. Mechanically Operated Amusement Devices
  - b. Automobile, Snowmobile or Motorcycle Racing or Stunting
  - c. Rodeos
  - d. Fireworks Displays or Exhibitions, when owner, sponsor and/or operator
- Pollution Exclusion With "Limited Pollution Liability" Coverage Per Policy. Exception: Lead and Asbestos Exposures- \$250,000. per Claim and \$250,000. Aggregate per Year. Coverage Does Not Apply to Landfills, Dumps or Other Waste Facilities.
- Liability Arising out of the Activities of Joint Powers Entity
- Land Use, Development of Franchise Litigation Coverage Limitations (Subject to policy deductible)
  - a. 85% of the first \$250,000 of defense costs, and 60% of any defense costs in excess of \$250,000 incurred after reported to LMCIT.
  - b. 50% of defense costs prior to reporting to LMCIT.
  - c. Inter-City litigation: litigation costs or damages will be one half of the above percentages not to exceed \$500,000
  - d. Securities litigation included, relating to certain city debt instruments or financial obligations
  - e. Litigation related to property licensing included.

### No - Fault Sewer Backup Coverage

- Reimbursement of the property owner for sewer back up damages or water main breaks, regardless if City was legally liable, if:
  - a. The back up resulted in the City's sewer system or lines.
  - b. Situation not excluded in this coverage, and coverage limit not exceeded.
- "Catastrophic" types situations excluded:
  - a. Any event for which FEMA assistance is available
  - b. Electric power interruption over 72 hours to city's sewers system or sewer lift station
  - c. Rainfall or precipitation that exceeds 100 year storm event per National Weather Service
- Costs not reimbursed to the property owner:
  - a. Costs eligible for coverage under a Homeowners or other Property Insurance.
  - b. Costs eligible under an NFIP flood insurance policy, whether or not a policy was in force.

**CITY OF WOODLAND**  
**COMPREHENSIVE MUNICIPAL LIABILITY (CONTINUED)**

**Minn. Statute 466.04 Municipal Tort Liability Limits (not waived by City):**

Individual Claimant - \$500,000 limit any claim

All Claimants - \$1,500,000 limit per occurrence

Claims to which the Minn. Statutory Municipal Tort Limits do not apply and are not affected by these limits, include Minnesota Statutory Liquor Legal Liability and Federal Civil Rights Laws.

**CITY OF WOODLAND  
AUTOMOBILE COVERAGE**

**Coverage:**

Your legal liability arising out of the use of owned, leased, hired, and non owned vehicles as described below. Defense Costs are outside the policy limits. Liability Coverage is "Claims Made" during the policy period.

**Limits:**

Automobile Liability - per occurrence	\$1,500,000
Owned Automobile Liability	Not Covered
Hired/Borrowed Auto Liability	Covered
Employer's Non-Owned Auto Liability	Covered
Uninsured/Underinsured Motorists	Not Covered
Personal Injury Protection (No-Fault)	Not Covered
Automobile Physical Damage	Not Covered

**Deductible:**

\$250                      Per Occurrence

**Retroactive Date:**

Municipal Liability (Auto)    05/01/1987

**Coverage Exclusions:**

- Expected or Intended Injury
- Workers Compensation and Employers Liability
- Property Damage to Property Owned or Transported By You
- Pollution
- Other Standard Policy Exclusions Apply

**CITY OF WOODLAND  
LAW DEFENSE COST REIMBURSEMENT  
FORMERLY OPEN MEETING LAW**

**Coverage Includes:**

Defense of officials in regards to the Open Meeting Law  
"Claims Made" During Policy Period

**Retro Active Date:**            05/01/2010

**Reimbursement Limits:**

Defense Costs per Lawsuit Per Official	\$50,000.
Agreement Term Aggregate Per Official	\$50,000.
Annual Aggregate	\$250,000.

**Reimbursement "Defense Costs":**            100%

**Special Endorsements/Conditions:**

Reimbursement Policy- LMCIT will reimburse the individual after they have made payment and proof of payment is submitted to LMCIT.  
Reimbursement will be made at 100% up to the policy limit.

**Minnesota Open Meeting Law - "Lawsuit":**

A lawsuit seeking penalties against a City official based on an allegation that the City official has violated M.S.12D.01-12.D.07.

**Bankruptcy Related Lawsuits Defense Cast Reimbursement**

Lawsuits against city officials that arise from the actual, pending, or threatened bankruptcy of the City. Excludes coverage for independent contractors for activities related to a City bankruptcy.

**Definition - City Official:**

"City Official" means any former or present elected or appointed official of the city or any present or former employee of the city.

**CITY OF WOODLAND  
MUNICIPAL EXCESS LIABILITY**

**Limits of Liability:** \$1,000,000. Annual Aggregate

**Coverage:** Claims-Made

**Retroactive Date:** May 1, 1987

**Underlying Coverage:**  
Comprehensive Municipal Coverage (Including Auto Liability)

**Exclusions Included but not Limited to:**

- Medical Payments Coverage
- Automobile no fault, uninsured/uninsured motorists, workers' compensation, disability benefits, or unemployment compensation or any similar law
- Any "failure to supply claim" (ie: water service)
- Any mold claim
- Attorney fee awards pursuant to statute except federal civil rights suits or state human rights suits
- Limited pollution liability claims, except: pesticide or herbicide applications; City's sanitary sewer, storm sewer or water supply systems accidental rupture, backup, or overflow; above dry ground pollutants damages caused by a discharge, dispersal, release or escape.
- Any outside organization claim

**CITY OF WOODLAND  
WORKERS COMPENSATION COVERAGE**

**Coverage:**

Pays benefits to employees injured in the course of their employment:

- A. Part One: applies to the Workers' Compensation Law of any U. S. State and the District of Columbia (MN Statutory Workers' Compensation).
- B. Part Two: Employers Liability Coverage applies to claim filed outside The Statutory workers' Compensation law.
- C. Part Three: applies to Infectious Disease Testing.
- D. Part Four: applies to Peace Officers' Posttraumatic Stress Syndrome Benefit.

**Options:**

Employees – "if any"

Elected Officials Covered – Yes

Boards and Commissions Covered (List) – None

**Employers Liability:**

Bodily Injury – Each Occurrence	\$ 1,500,000
Bodily Injury by Disease – Agreement (Policy) Limit	\$ 1,500,000

**Infectious Disease Diagnostic Testing:**

Diagnostic testing of your employees who have had an Exposure Incident that could result in a Infectious Disease and Diagnostic testing of the person or persons who were the source of the blood or other potentially infectious materials when an employee has had an Exposure Incident -0 \$2,500 limit for on-the-job exposure.

**Peace Officers' Posttraumatic Stress Syndrome Benefit:**

Intent & Purpose: is to assist the city in providing the benefits required by law for peace officers suffering from posttraumatic stress syndrome as a result of lawful use of force resulting in taking of life or great bodily harm. Benefits are intended to supplement, rather than to replace, benefits provided by any other source.

**CITY OF WOODLAND  
VOLUNTEER ACCIDENT COVERAGE**

**Group Coverage:**

City volunteers, including members of advisory boards and committees.

**Limit Coverage:**

- A. Accidental Death Benefit: Principal Sum: \$100,000
- B. Permanent Impairment Benefit: Maximum Scheduled Benefit Amount \$100,000
- C. Weekly Disability: \$400; Waiting Period 3 Calendar Days, Maximum Period 26 weeks
- D. Medical Benefit: Maximum \$1,000

**Total Limit of Liability:**

\$500,000 per Accident

**Includes:**

Almost all city volunteers who work under the city's direction and control, including coaches and instructors in recreation programs, and city sponsored festival or celebration volunteers.

**Excludes:**

Volunteers defined as "employees" by the Minnesota Workers' Compensation statute, including volunteer fire fighters, ambulance attendants, first responders, law enforcement assistance volunteers, and emergency management volunteers.

In addition, city council and members of boards and committees exercising some level of independent decision making authority are excluded, as these volunteers are eligible for Workers Compensation subject to the City passing an ordinance or resolution to the effect.



CONNECTING & INNOVATING  
SINCE 1913

To: MS4 permitted cities that are not currently members of MCSC  
From: Jim Hafner, MCSC Steering Committee Chair and  
Kevin Frazell, Director of Member Services, LMC  
Date: October 23, 2013  
Re: Membership in the Minnesota Cities Stormwater Coalition (MCSC)

As a city required to comply with the Municipal Separate Storm Sewer System (MS4) permit, you know that stormwater regulations can be complex and daunting. The Minnesota Cities Stormwater Coalition (MCSC), formed in 2006 as a subset of the League of Minnesota Cities (LMC), exists to support cities in meeting the permit requirements. We also work closely with the MPCA and other regulators and policymakers to help ensure that adopted regulations are reasonable and effective. Our more than 100 existing members tell us that the MCSC dues pay for themselves many times over in the form of improved regulations, more reasonable state-level policies, and connections with other stormwater managers across the state.

We are writing today to strongly encourage your membership and active participation in the MCSC. As a regulated MS4 city, your membership, contribution, and input with MCSC are critical to creating successful outcomes for all regulated cities.

MCSC has delivered significant services and results to member MS4 cities over the past two years. Largely through our efforts, substantial revisions were made to the new MS4 General Permit between its first draft in 2011 and the final permit issued in May 2013. MCSC considered formal legal action to challenge the new permit, but decided not to pursue that option. Considering the changes that were made to the multiple drafts of the new MS4 general permit because of input and pressure from MCSC, there is a strong argument that your city has already benefited significantly from our work. We prepared and submitted formal comments on two very large TMDLs (South Mississippi River and Minnesota River) that have led to negotiations with the MPCA.

MCSC is currently providing invaluable service and advice to member MS4 cities as we move toward submitting the MS4 Application and SWPPP Document Forms to the MPCA later this year. This effort includes:

- Developing and articulating general compliance and submittal strategies.
- Working with the MPCA to get a list of the requirements that every MS4 needs to meet from the permit.
- Providing a detailed task list to fill out the Application and SWPPP Document Form completely.
- Providing suggestions about reviewing and organizing the existing SWPPP materials.
- Providing suggestions about how to determine which new BMPs will be needed to meet the new permit requirements.



# Minnesota Department of Transportation

1500 W. County Road B-2  
Roseville, MN 55113-3174

## News Release

Nov. 25, 2013

**Contact:** Christine Krueger/MnDOT  
**Office:** 651-234-7507  
**Cell:** 651-503-9079  
[Christine.Krueger@state.mn.us](mailto:Christine.Krueger@state.mn.us)

Bonnie Kollodge/Met Council  
**Office:** 651-602-1357  
[Bonnie.Kollodge@metc.state.mn.us](mailto:Bonnie.Kollodge@metc.state.mn.us)

### MnDOT commissioner, Met Council chair to host town hall meetings in Twin Cities

ROSEVILLE, Minn. - Minnesota Department of Transportation Commissioner Charlie Zelle and Metropolitan Council Chair Sue Haigh invite the public to attend town hall meetings on transportation, including transit, on several dates in December.

All meetings are 4-6 p.m.

- Tuesday, Dec. 3 - Minneapolis Public Library, Pohlad Hall 300 Nicollet Mall, Minneapolis
- Wednesday, Dec. 4 - Anoka/Ramsey Community College, Coon Rapids Campus, Legacy Conference Room, 11200 Mississippi Blvd. NW, Coon Rapids\*
- Tuesday, Dec. 10 - St. Paul Union Depot, Veterans Gallery, 214 E. 4<sup>th</sup> Street., St. Paul
- Thursday, Dec. 12 - Century College, 3300 Century Ave. N., Room #2315, White Bear Lake
- Tuesday, Dec. 17 - Burnsville High School Theatre, Mraz Center for the Performing Arts, 600 East Highway 13, Burnsville

Zelle and Haigh will lead a discussion about transportation, how it affects quality of life, its link to Minnesota's economy and the importance of investing in this state asset.

They will also take feedback and answer questions about Minnesota's transportation system. Other MnDOT staff will be available to answer questions, as well.

Everyone is invited and encouraged to attend.

Additional information is available at [www.mndot.gov/minnesotago/](http://www.mndot.gov/minnesotago/).

To request an ASL or foreign language interpreter, or other reasonable accommodation, call Janet Miller at 651-366-4720 or 1-800-657-3774 (Greater Minnesota), 711 or 1-800-627-3529 (Minnesota Relay). You also may send an email to [ADArequest.dot@state.mn.us](mailto:ADArequest.dot@state.mn.us).

###

\* Chair Haigh is unavailable Dec. 4

An Equal Opportunity Employer





800 LaSalle Avenue  
PO Box 59038  
Minneapolis, MN 55459-0038

November 18, 2013

Ms. Shelley Souers  
Woodland - City Clerk  
20225 Cottagewood Rd  
Deephaven, MN 55331-6700

Dear Ms. Souers:

On August 2, 2013, CenterPoint Energy filed a request with the Minnesota Public Utilities Commission (MPUC) to increase its natural gas rates by \$44.3 million annually, or 5.0 percent. The MPUC accepted the filing and approved an overall interim (temporary) rate increase of \$42.9 million, or 4.88 percent for all CenterPoint Energy customers. The interim rate, which is subject to refund with interest, took effect October 1, 2013, and continues until the MPUC issues a final order and the company implements new rates.

The process for changing our rates will take about one year, and we expect final rates to be implemented in mid 2014. A rate filing is the regulatory process that public utilities must follow to formally change rates and services for their customers. This filing will affect the rates paid by all of CenterPoint Energy's customers.

For your information, I have enclosed our public hearing notice with hearing dates, times and locations. This information was sent to all customers and will be advertised in each county seat in our service area, as well as in the communities where hearings will be held.

Please contact us at 1-612-372-4727 or 1-800-245-2377, or visit the company's Web site at [www.CenterPointEnergy.com/ratecase](http://www.CenterPointEnergy.com/ratecase) if you would like additional information about the filing.

Sincerely,

A handwritten signature in black ink, appearing to read "Joe Vortherms".

Joe Vortherms  
Division Vice President  
CenterPoint Energy  
Regional Gas Operations

Enclosure: Public Hearing Notice



5309 West 70th Street  
Edina, MN 55439

1-800-895-4999  
xcelenergy.com

November 5, 2013

Dear Shelly:

Xcel Energy is committed to meeting our customer expectations and fulfilling our commitments to those we serve. Customer feedback is important to us, and can make us aware of issues we haven't yet recognized. To that end, I am writing to solicit your feedback on our performance in fulfilling our commitments in the franchise agreement between Xcel Energy and your city.

The franchise agreement between Xcel Energy and your city helps identify and clarify the responsibilities and roles of Xcel Energy as we construct, operate and maintain our energy transmission and delivery systems. Specified obligations relating to Xcel Energy's activities include tree trimming, right-of-way restoration, and relocation of company facilities for city improvement projects. I trust that we are in compliance with these and other franchise obligations. If this is not the case, please do not hesitate to contact me at the number listed below.

Xcel Energy appreciates the opportunity to serve our customers - your residents -- with reliable, affordable energy now and into the future.

Sincerely,

A handwritten signature in cursive script that reads 'Michelle Swanson'.

Michelle Swanson  
Manager, Community & Local Government Relations  
(952) - 829 - 4504