

**CITY OF WOODLAND
COUNCIL MEETING
December 9, 2013**

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Mayor Doak called the meeting to order at 7:00 P.M.

ROLL CALL

Present: Mayor James Doak; Council Members Sliv Carlson, John Massie and Chris Rich and Tom Newberry

Staff: City Clerk Kathy McCullum, and City Clerk Shelley Souers

Guests: County Commissioner Jan Callison and LMCC Representative Mike Jilek

CONSENT AGENDA

A. Minutes, November 12, 2013; Regular Council Meeting

Carlson moved, seconded by Newberry, to approve the Consent Agenda as submitted.
Motion carried 5-0.

PUBLIC COMMENTS - None.

PUBLIC HEARINGS

A. Anthony and Mary Miller, 3100 Maplewood Road, Request a Subdivision of Existing Three Lots Into New Buildable Lots: Preliminary Plat Review.

The public hearing was postponed to January 13, 2014.

B. Budget Hearing to Adopt the 2014 Fund Budgets and Tax Levy

- Resolution No. 36-2013; Adopting the Final 2014 Budget
- Resolution No. 37-2013; Adopting the Final Tax Levy collectible in 2014
- Resolution No. 38-2013; Adopting the Final 2014 Enterprise Fund Budgets

Mayor Doak opened the public hearing to consider the 2014 Budget for the General Fund and Enterprise Funds.

Mayor Doak reported that the 2014 General Fund levy reflects a 5% increase from the 2013 levy. Mayor Doak reported that the 2013 revenues are expected to exceed the 2013 expenditures by about 7%. The building permit revenue exceeded the budgeted revenue. The 2014 budget expenses are generally flat with the projection of the current year and represents about a 6% increase mostly due to the replacement of the Maplewood Circle East culvert. The 2014 budget increases reflect inflation and the costs associated with the 2014 election, along with the decision to increase the contribution to the road fund for anticipated improvements to Breezy Point Road.

Mayor Doak noted that the tax revenue makes up approximately 95% of the budget revenue. The City's portion of a property's tax bill is about 11% of the total taxes that

goes to pay for City operations. Mayor Doak stated that Woodland is one of the lowest tax rate cities in the state, although Woodland has fewer services and amenities comparatively.

Mayor Doak reported that he, Council Member Council Member Carlson, and staff worked with the sewer and water budgets. The rates will need to be increased for 2014 to continue to pay for anticipated expenses. The charges reflect the maintenance needs and account for some of the under billing in previous years. There will be a material increase to those households on the municipal system.

There being no further discussion, Mayor Doak closed the public hearing 7:45P.M.

Massie moved, seconded by Rich for the following:

- Adoption of Resolution No. 36-2013 approving the Final 2014 Budget
- Adoption of Resolution No. 37-2013 approving the Final Tax Levy collectible in 2014
- Adoption of Resolution No. 38-2013 approving the Final 2014 Enterprise Fund Budgets.

Motion carried 5-0.

NEW BUSINESS

A. Woodland Representative Mike Jilek – Lake Minnetonka Communications Commission (LMCC) Updates

Mike Jilek, 2800 Center Road, reported on the status of the municipal joint powers agreement with the LMCC. Mr. Jilek reported that 17 cities were original members of the Joint Powers Agreement (JPA). Three cities have elected to drop out of the Joint Powers Agreement and two additional cities are also considering leaving. Presently 13 cities remain. The 2014 budget was reduced by \$300,000 due to a decrease in peg funding. Peg funds are made up from the charge attributed to each subscriber and placed on the monthly cable bill. Mr. Jilek stated that there are 98 cable subscribers in Woodland. The cable service is completely built out in Woodland. The cities leaving the LMCC have been frustrated that the cable service is not expanding to meet their demands and keeping up with their municipal growth and developments.

Mr. Jilek reported that the LMCC has made several staff reductions to further reduce budget costs. Several part-time positions have been eliminated and Sally Koeneke, the LMCC director, is changing from full-time to part-time employment. Three full-time employees will remain. The LMCC owns its own building and has a surplus reserve fund.

Several cities believe that the cash reserves should be refunded to the member cities. The joint powers agreement does not make an allowance for refunds and no refund is planned.

Mr. Jilek stated that the LMCC is doing a good job keeping up with the technological changes. The LMCC will remain in tact and the peg fees will continue.

Council Member Carlson asked if the reduced budget would impact the LMCC's services.

Mr. Jilek noted that the LMCC has plenty of bandwidth, even with 3 full-time employees. The LMCC will maintain their key services, which include the broadcast of public meetings, local feature programs and safety programs.

Mayor Doak thanked Mr. Jilek for his updates and participation in the LMCC meetings.

B. County Commissioner Jan Callison – Annual Updates

Mayor Doak welcomed Hennepin County Commissioner Jan Callison to the meeting.

Commissioner Callison reported that the 2014 County tax increase is less than 1%. The County has achieved continued cost savings by redesigning and eliminating a number of service programs. Commissioner Callison reported that passport services will be terminated. Juvenile services will be changing by limiting the list of authorized schools where juvenile students can be sent. The County has also privatized nursing care at the correction facilities. The poverty rate in Hennepin County is 13%, which is an increase from last year. Commissioner Callison reported that the increase in poverty levels also increases the need in a multitude of social services.

Commissioner Callison reported that she receives very few comments from Woodland residents. The majority of comments pertain to issues regarding roads and bicycle access. Commissioner Callison stated that the County Road 101 improvements are projected to start in May 2014.

In answer to Council Member Carlson question pertaining to Wayzata's passport services, Commissioner Callison responded that passports will continue to be issued by the City of Wayzata.

Council thanked Commissioner Callison for her work and her monthly newsletter that keeps Cities informed on County issues.

C. Doug Gustner & Kathy Dittmer, 2845 Stone Arch Road, Backyard Chickens

No Discussion. This request will be considered in 2014 following submittal of their permit application.

D. Ordinance No. 07-08 Amending Section 705 Regulating Individual Sewage Treatment Systems, Clarifying Permits for Construction

Council Member Newberry reported that the City Attorney prepared Ordinance No. 07-08; that serves to clarify the issuance of septic permits, eliminating the requirement for multiple permits for septic systems.

Newberry moved, seconded by Carlson to approve Ordinance No. 07-08, waiving the second reading. Motion carried 5-0.

E. Resolution No. 39-2013; Water & Sewer Rates for 2014

Council reviewed the proposed water and sewer rates for 2014. Council Member Carlson noted that, at this time, the water fund has a positive balance.

Carlson moved, seconded by Massie to approve Resolution No. 39-2013 increasing the water and sewer rates, effective with the January billing. Motion carried 5-0.

F. Resolution No. 40-2013; Approving the summary of Ordinance No. 09-25 Amending Chapter 9 Zoning Language, for publication

Rich moved, seconded by Newberry to approve Resolution No. 40-2013 approving the summary of Ordinance No. 09-25. Motion carried 5-0.

G. Resolution No. 41-2013; Adoption of 2014 Municipal Fee Schedule

Council reviewed the fee schedule outlined in Chapter 3, section 305.

Mayor Doak reported that the 2014 proposed fee schedule reflects an increase in the fee for individual water turn off/on at the curb stop. The current charge is \$15 which does not cover the actual costs associated with turning the water on/off. Staff recommended the fee be increased to \$50 to cover the cost of the public works charge to facilitate the turn off/on of the water service.

Mayor Doak reported that the road escrow fee was established to cover any costs associated with physical damage to the public roads caused by construction vehicles. The City engineer reviews the roads at the start of the construction project and again at the completion of the project. There is a small charge associated with the engineer's review. The typical cost for the engineer's review is approximately \$150. Mayor Doak suggested that Council consider adding a separate road review fee for all projects over \$20,000. A road review fee would be collected with the building permit fee. Staff was directed to prepare information regarding a road review fee for Council discussion at the January meeting.

Council took no action on Resolution No. 41-2013. Action was continued for further consideration in January.

H. 2014 Wayzata Fire Service Contract

Council reviewed the annual fire service agreement with Wayzata for 2014.

Carlson moved, seconded by Massie to accept the annual fire service agreement with the City of Wayzata for 2014. Motion carried 5-0.

OLD BUSINESS - None

MAYOR'S REPORT

Mayor Doak reported that the Deephaven Elementary School was awarded the Blue Ribbon of Excellence and he along with several local and state officials attended the recognition meeting at the school.

Mayor Doak reported that the Minnetonka School District's capacity is 10,400 students. The current enrollment is 9,700 students of which 2,500 are transfer students through open enrollment. The financial resources increase with the funds generated from open enrollment.

COUNCIL REPORTS

A. Ordinances & Septic Ordinance & Inspections

No report.

B. Roads, Signs, Trees, & Website

Council Member Rich reported that there was some vandalism to several street signs. The City has replaced the signs.

Chief Johnson reported that the vandal was identified and will be charged with the crime. The expenses related to the sign replacement will be charged to the individual for restitution.

C. Finance, Enterprise Funds, Intgov. Relations & MCWD

Council Member Carlson reported that the MCWD was awarded the 2013 Watershed District of the year. The MCWD is considering grant applications for projects related to community service initiatives. Residents affiliated with the Shavers Lake Association attended the MCWD meeting to learn the process for a potential project for Shavers Lake.

Council Member Carlson reported that she attended the annual League of Minnesota Cities meeting.

D. Public Safety & Deer Management

Council Member Massie reported that he will contact Gus Karpas regarding deer trap locations and the status of the program.

ACCOUNTS PAYABLE

Massie moved, seconded by Carlson to approve the Accounts Payable as submitted. Motion carried 5-0.

TREASURERS REPORT

Carlson moved, seconded by Rich to approve the Treasurer's Report as submitted. Motion carried 5-0.

ADJOURNMENT

The meeting adjourned by consent at 8:37 P.M.

ATTEST:

Kathryne A. McCullum, City Clerk

James S. Doak, Mayor