

AGENDA
CITY COUNCIL
CITY OF WOODLAND



MONDAY, AUGUST 10, 2015
7:00 P.M.

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

2. ROLL CALL

Mayor Doak, Councilors Carlson, Massie, Newberry, and Weiner

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 Council member or citizen so requests, in which event the item will be removed from the Consent Agenda and will be considered separately under New Business.

A. Approval of the July 13, 2015 City Council meeting minutes

B. Resolution No. 21-2015 declaring the expiration of variances for the purpose of recording the expiration with the Hennepin County Recorder for the property located at 2800 Breezy Point Road

C. Request for Payment No. 2 (final payment) from Northwest Asphalt for work completed on the 2015 Street Improvements Project

D. Resolution No. 20-2015 authorizing an amendment to the residential recycling grant agreement with Hennepin County, extending the agreement period and incorporating requirements to expend SCORE funds on organics recycling

4. PUBLIC COMMENT

Individuals may address the City Council about any item not contained on the regular agenda. Comments should be limited to five (5) minutes. The Council may ask questions for clarification purposes, but will take no official action on items discussed with the exception of referral to staff or with the agreement of the Council may be scheduled on the current or future agenda.

5. PUBLIC HEARINGS - NONE

6. NEW BUSINESS

A. Presentation by the City of Woodland Lake Minnetonka Conservation District representative, Fred Meyer

- B. Consideration of quotes for the reconstruction of a drain field for the Maplewood Circle East/Cedar Point Drive area
 - C. Discussion relating to the use of pervious pavers for hardcover mitigation
 - D. 2016 Budget and Levy Discussion
7. OLD BUSINESS
8. MAYOR'S REPORT
9. COUNCIL REPORTS
- A. Carlson –Enterprise Finance and Operations, Intergovernmental Relations, and MCWD
 - B. Massie – Road right-of-way maintenance, Trees, Deer Management
 - C. Newberry – Ordinances, Septic Ordinance, and Inspections
 - D. Weiner – Public Safety, Police and Fire, General Finance
10. ACCOUNTS PAYABLE
11. TREASURER'S REPORT
12. ADJOURNMENT

- 15 minutes will be allotted for public comment. If the full 15 minutes is not needed, the Council will continue with the agenda
- The next City Council meeting will be held on September 14, 2015

MINUTES
CITY COUNCIL
CITY OF WOODLAND



MONDAY, JULY 13, 2015

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Doak called the meeting to order at 7:00 p.m.

2. ROLL CALL

Present: Mayor Doak, Council Members Carlson, Massie, and Weiner

Excused: Council Member Newberry

Staff present: Zoning Coordinator Cooney and City Clerk McCullum

3. CONSENT AGENDA

A. Approval of the June 8, 2015 City Council meeting minutes.

Massie moved, seconded by Weiner to approve the June 8, 2015 City Council meeting minutes as presented. Motion carried 4-0.

4. PUBLIC COMMENT - NONE

5. PUBLIC HEARINGS - NONE

6. NEW BUSINESS

A. 3100 Maplewood Road Landscape Plan – Coen+Partners will present an updated landscape plan that includes the restoration of the Oak Savannah. (This removal/replacement is different from and supplemental to the removal of trees removed for the sake of construction.)

Coen+Partners representative Jonathan Blaseg introduced Tory Christianson from Wetland Habitat Restoration. Mr. Christianson explained that the project at 3100 Maplewood Road includes the restoration of a rare oak savannah in addition to restoring other areas to a higher quality. He noted that the oak trees on the property are 50 to 100 years old and there are other, less desirable types of vegetation that will be removed. Mr. Christianson provided a brief overview of the handout that was included in the City Council packet. He noted that the project includes the removal of all invasive vegetation which includes buckthorn and honeysuckle in addition to thinning the canopy of maple, cedar, and ash trees. It was noted that 60 additional trees are planned to be added to the site.

Both Mr. Blaseg and Mr. Christianson explained that there will be ongoing management of the land that includes removal of cattails, red clover, reed canary grass, and buckthorn, and controlled burning of the peninsula every three to five years.

Mayor Doak thanked the gentlemen for attending the meeting to explain the intricacies of the project.

B. Report from Kurt Larson regarding the City's odd-year septic inspections

Mayor Doak welcomed Mr. Larsen to the Council meeting.

Mr. Larsen stated Woodland is heading in the right direction in providing education to residents along with the inspections. He said most of the systems are in good condition and there are several new systems in the City. Mr. Larsen indicated most residents are positive about the inspections.

In response to a question from Council Member Massie, Mr. Larsen explained that septic systems generally last for 30 years. He noted that the term "Failing System" is defined as either a failure to protect ground water or the system is a public health threat.

The City Council members thanked Mr. Larsen for his work.

C. Consideration of quotes for jet cleaning and televising of the City's sewer lines

Carson moved, seconded by Massie to accept the low bid from Pipe Services in the amount of \$5,840.40 for jet cleaning and televising services. Motion carried 5-0.

Council Member Carlson suggested that additional funds be placed in the sewer budget each year to ensure funds are available to cover costs associated with sewer jetting every three years.

D. Request for Payment (No. 1) from Northwest Asphalt for work completed on the 2015 Street Improvements Project through June 29, 2015.

Mayor Doak said additional work that was performed on the road including restriping and patching on Maplewood Road.

Mayor Doak said that he reviewed the City's Street Improvement Fund and found that there would be enough funds for work on some of the side streets in the City. He said that it is important to hold funds in case they are needed for improvements to the Breezy Point Road/County Road 101 intersection.

Massie moved, seconded by Weiner to authorize Pay Request No. 1 from Northwest Asphalt for work completed on the 2015 Street Improvement Project. Motion carried 5-0.

7. OLD BUSINESS – NONE

8. MAYOR'S REPORT

Mayor Doak reported on the following:

- Council Member Newberry, Zoning Coordinator Cooney, and Mayor Doak are working to find the official governmental unit that has authority over Lake Marion and Shavers Lake.
- He will be speaking to Tim Lovett about repairs that need to be made on areas that have washed out on Woolsey Lane and Breezy Point Road.
- He has not heard from Mr. Felton, who owns the property adjacent to the Breezy Heights Drive fire lane regarding the clean-up of the fire lane. He will provide more information at the August Council meeting if it is available.
- Council Member Carlson and Zoning Coordinator Cooney will be gathering information relating to pervious pavers and will present their findings to the Council at the August meeting.
- The police have done a very good job in managing the traffic along the detour route through the City.
- Xcel Energy will be replacing several utility poles in the City in July and August.
- He has been reviewing the police reports for fire calls and noted that contractors are triggering fire calls and this has become a problem. He noted that the additional calls (false or otherwise) will cost the City more and the City may need to notify residents that if contractors trigger an alarm, the property owners will be responsible for the cost of the call. The cost charged to the residents may need to be increased if the false fire calls continue to rise.
- He and Council Member Newberry have been working on ordinance items including:
 - Home occupations/commercial uses
 - Pervious pavers
 - Lawn sprinkling ordinance/policy to mirror the Minnetonka lawn sprinkling ordinance.

9. COUNCIL REPORTS

- A. Carlson –Enterprise Finance and Operations, Intergovernmental Relations, and MCWD – **Attachment for discussion:** *History of the Groveland Homeowner Association Sewer and Water Connections*

Council Member Carlson presented an overview of the memorandum to the City Council and suggested that it be placed on the City's website to provide information to the residents who are served by municipal utilities.

Mayor Doak thanked Council Member Carlson for her work on the project. He said that he had some ideas for the document and thought that he, Council Member Carlson, and City Clerk McCullum could meet to discuss those ideas.

- B. Massie – Road right-of-way maintenance, Trees, Deer Management

Council Member Massie requested that staff set up a meeting with the Deephaven Mayor, City Administrator, and Mayor Doak to develop a plan to move forward with this year's deer management program.

- C. Newberry – Ordinances, Septic Ordinance, and Inspections – No report.

- D. Weiner – Public Safety, Police and Fire, General Finance

Council Member Weiner said that she would be speaking to the police chief about open communication between the Council and the police department and what the Council can do to assist the department.

10. ACCOUNTS PAYABLE

Carlson moved, seconded by Weiner to approve the Accounts Payable as presented.
Motion carried 4-0.

11. TREASURER'S REPORT

Carlson moved, seconded by Massie to approve the Treasurer's Report as presented.
Motion carried 4-0.

12. ADJOURNMENT

Massie moved, seconded by Weiner to adjourn the meeting. Motion carried by consensus. The meeting adjourned at 8:45 p.m.

ATTEST:

Kathryne A. McCullum, City Clerk

James S. Doak, Mayor

CITY COUNCIL
CITY OF WOODLAND
MEETING OF AUGUST 10, 2015

Agenda Item 3. B.

Consent Agenda

TO: Honorable Mayor and Members of the City Council

FROM: Kathryn McCullum, City Clerk

SUBJECT: Resolution No. 21-2015 declaring the expiration of variances *(to encroach into the required front and rear yard setbacks and to exceed the maximum permitted accessory structure area for the construction of a detached garage)* for the purpose of recording the expiration with the Hennepin County Recorder for the property located at 2800 Breezy Point Road.

Background

On June 9, 2014, the Woodland City Council adopted Resolution No. 21-2014, approving variances and alteration of a non-conforming structure for the construction of a detached garage and home remodeling at 2800 Breezy Heights Road for Aaron and Heather Melsness.

On July 18, 2014, Resolution No. 21-2014 was recorded at the Office of the County Recorder.

The City's ordinance dictates that variances expire after one year if the applicant does not commence construction. Applicants may request an extension of the approval, subject to review and approval by the City Council.

Ordinance Excerpt – 900.14 – Variances

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

The variances for the property located at 2800 Breezy Heights Road expired on June 9, 2015. Staff spoke to Mr. Melsness who stated that he will not be constructing the detached garage and the variances should be allowed to expire.

Comment

Staff reviewed the July 9, 2014 resolution that was adopted by the Council and recorded with the County, and found that there is no language on the recorded resolution that states an expiration date for the variances. Therefore, although the ordinance dictates expiration, the recorded resolution does not. Staff is concerned that this may cause confusion in the future because it may appear from the official County property record that the approved variances are perpetual.

At this time, the Council is requested to adopt the attached resolution which declares the variances as expired. For future variances, staff recommends that an expiration date be placed on the variance resolutions to ensure that the expiration date is clear on all recorded documents. Suggested language for resolutions is as follows:

"The approved variance will expire and will be of no further force and effect if the applicant does not commence the construction of the structure for which it was granted within one year after the date of the Council Resolution approving the variance."

Staff would also like to note that the City's ordinance, in addition to the Municipal Planning Act, do not explicitly require the recording of zoning variances – many cities do not record variance resolutions. Staff questioned the League of Minnesota Cities who indicated that the best practice is to record variances as they are property rights that run with the land. They should be recorded so as to secure the rights of the landowner and also to give notice of rights and restrictions on the property to successive landowners upon transfer.

Because the applicant proceeded with the alteration of the non-conforming structure for the construction of a peaked front entry roof and bay window, that approval remains in full force and effect. The attached resolution includes language to clarify to successive landowners that the alteration permit is approved although the variances have expired.

Recommendation

Adopt Resolution No. 21-2015 declaring the expiration of variances for the purpose of recording the expiration with the Hennepin County Recorder for the property located at 2800 Breezy Heights Road.

CITY OF WOODLAND

Meeting Date: August 10, 2015
Motion:

Resolution No. 21-2015
Second:

**RESOLUTION NO. 21-2015 DECLARING THE EXPIRATION OF
VARIANCES TO ENCROACH INTO THE REQUIRED FRONT AND
REAR YARD SETBACKS AND TO EXCEED THE MAXIMUM PERMITTED ACCESSORY
STRUCTURE AREA FOR THE CONSTRUCTION OF A DETACHED GARAGE
FOR THE PURPOSE OF RECORDING THE EXPIRATION WITH THE HENNEPIN COUNTY
RECORDER FOR THE PROPERTY LOCATED AT 2800 BREEZY HEIGHTS ROAD**

WHEREAS, on June 9, 2014, the Woodland City Council adopted Resolution No. 21-2014, approving variances and alteration of a non-conforming structure for the construction of a detached garage and home remodeling at 2800 Breezy Heights Road for Aaron and Heather Melsness; and

WHEREAS, on July 18, 2014, Resolution No. 21-2014 was recorded at the Office of the County Recorder; and

WHEREAS, Resolution No. 21-2014 also included approval of an Alteration of a Non-Conforming Structure Permit for the construction of a peaked front entry roof and a bay window on the front side of the non-conforming home; and

WHEREAS, the City's ordinance dictates that variances expire after one year if the applicant does not commence construction. Applicants may request an extension of the approval, subject to review and approval by the City Council; and

WHEREAS, the variance for the property located at 2800 Breezy Heights Road expired on June 9, 2015; and

WHEREAS, staff spoke to Mr. Melsness who stated that he will not be requesting a variance extension as he will not be constructing the detached garage and the variances should be allowed to expire; and

WHEREAS, the applicant received a permit and proceeded with the alteration of the non-conforming structure to add a peaked front entry roof and bay window on the non-conforming house.

NOW THEREFORE, BE IT RESOLVED that the City Council for the City of Woodland hereby declares the expiration of variances to encroach into the required front and rear yard setbacks and to exceed the maximum permitted accessory structure area for the construction of a detached garage for the purpose of recording the expiration with the Hennepin County Recorder for the property located at 2800 Breezy Heights Road.

BE IT FURTHER RESOLVED that the approval of an alteration of a non-conforming structure permit for the construction of a peaked front entry roof and a bay window on the front side of the non-conforming house remains in full force and effect.

RESOLUTION ADOPTED BY the Woodland City Council on August 10, 2015 upon the following vote:

	Yes	No	Abstain	Absent
Mayor Doak				
Councilor Carlson				
Councilor Massie				
Councilor Newberry				
Councilor Weiner				

State of Minnesota

County of Hennepin

CITY OF WOODLAND

By: _____
James S. Doak, Mayor

I, Kathryn A. McCullum, duly appointed City Clerk to the Council for the City of Woodland, County of Hennepin, State of Minnesota, do hereby certify that I have compared the foregoing copy of a resolution or motion with the original minutes of the proceedings of the Woodland City Council, at their meeting held on August 10, 2015, now on file in my office and have found the same to be true and correct copy thereof.

Witness my hand and official seal at Woodland, Minnesota, the 11th day of August, 2015.

Attest: _____
Kathryne A. McCullum, City Clerk

me/sno20



Doc No **A10099265**

Certified, filed and/or recorded on
Jul 18, 2014 10:00 AM

Office of the County Recorder
Hennepin County, Minnesota
Martin McCormick, County Recorder
Mark Chapin, County Auditor and Treasurer

Deputy 47

Pkg ID 1132779M

Doc Name: Variance

Document Recording Fee	\$46.00
Document Total	\$46.00

EDU.

A

WOODLAND RESOLUTION NO. 21 - 2014

IN RE: The application of Aaron and Heather Melsness for Variances and an Alteration of a Non-Conforming Structure Permit for the construction of a detached garage and home remodeling at 2800 Breezy Heights Road, Woodland, Minnesota (PID No. 07-117-22 43 0006).

LEGAL:

ADDITION NAME: UNPLATTED 07 117 22

COM AT A PT DIS 466 4/10 FT N 14 DEG 58 MIN E FROM A PT IN THE S LINE OF GOVT LOT 3 DIS 512 41/100 FT E FROM THE SW COR THEREOF TH N 14 DEG 58 MIN E 580 FT TH N 75 DEG 02 MIN W 55 FT TH S 14 DEG 58 MIN W TO THE NELY LINE OF LOT 14 BREEZY HEIGHTS EXTENDED TH SELY 55 FT TO BEG EX SWLY 20 FT TAKEN FOR CARTWAY

WHEREAS, the applicant has made application to the City for Variances to encroach into the required front and rear yard setbacks and to exceed the maximum permitted accessory structure area for the construction of a detached garage; and

WHEREAS, the applicant has made application to the City for an Alteration of a Non-Conforming Structure Permit for the construction of a peaked front entry roof and bay window on the front side of a non-conforming home; and

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

WHEREAS, public comment was taken at the public hearings before the City Council on May 12, 2014 and June 9, 2014; and

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

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

FINDINGS OF FACT

1. That the real property located at 2800 Breezy Heights Road, Woodland, Minnesota (PID No. 07-117-22 43 0006) is a single lot of record located within the R-1 Single Family District. This property is used for single family residential purposes.

2. The applicants submitted an application for variances to encroach into the minimum required fifty foot front setback and forty foot rear yard setback.
 - Ordinance Section 900.09(4)(c) requires a minimum front yard setback of fifty feet. The applicant proposes a front yard setback of twenty-five feet, four inches for the proposed garage and is requesting a variance to encroach twenty-four feet, eight inches into the required front yard setback for the proposed garage.
 - Ordinance Section 900.09(4)(b) requires a rear yard setback of forty feet. The applicant proposes a rear yard setback of three feet, nine inches and is requesting a variance to encroach thirty-six feet, three inches into the required rear yard setback.
3. The applicants submitted an application for a variance to exceed the maximum permitted accessory structure area.
 - Ordinance Section 900.04(2)(b)(9) states that no accessory structure or combination of accessory structures shall exceed the lesser of 1,000 square feet of gross floor area, 1,000 square feet of footprint area or 30% of the area of the footprint of the principal structure on the lot. The lot is permitted a maximum permitted accessory structure area of 708 square feet of accessory structure area based on the footprint area of the principal structure. The applicant proposes a total accessory structure area of 936 square feet for the proposed detached garage and seeks a variance to exceed the maximum permitted accessory structure area by 228 square feet.
4. The applicants have submitted an application for a Permit to Alter a Non-Conforming Structure to reconfigure the overhang around their front entry to create a more aesthetically pleasing entry into their home and add a bay window. The proposed alteration of the front entryway will maintain the existing forty-one foot, one inch encroachment while the bay window will be set back further and will extend approximately two feet from the face of the existing home.
 - Section 900.06(1) of the City Ordinances permits the alteration of non-conforming structures provided the alteration would not extend into the required setbacks by any distance greater than the existing main building.
5. The proposed project complies with the remaining setback requirements outlined in Section 900.09(4).
6. Ordinance Section 900.10(2) permits a maximum impervious surface area of twenty-five (25) percent of the lot area. The proposal complies with this standard with an overall impervious surface area of 20.6%. As modified to meet the conditions of the Council approval, this percentage will be further reduced.
7. Section 900.13(1) permits a maximum accessory structure height of fourteen feet as measure by Ordinance Section 900.02(19), which requires the measurement

be based on the grade of the lot on June 14, 2010. The proposed detached accessory structure complies with the ordinance requirements.

8. Whereas the Council discussed the practical difficulty standards and required findings to support them. The request was subsequently conditioned to address massing and setback concerns raised by Councilmembers and adjacent neighbors through the reduction of depth of the proposed garage by one foot and movement of the structure one foot further into the front yard setback, thus creating an additional two foot setback along the rear property line.

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

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

1. Councilmember Carlson moved the council accept the recommendation of staff to approve the **application** of Aaron and Heather Melsness for variances of Woodland Ordinance Section 900.09(4)(c) to encroach into the required fifty foot front yard setback for the proposed garage; Woodland Ordinance Section 900.09(4)(b) to encroach into the required forty foot rear yard setback; and Woodland Ordinance Section 900.04(2)(b)(9) to exceed the maximum permitted accessory structure area by 228 square feet for the proposed detached garage at 2800 Breezy Heights Road. The motion modifies the original application and conditions it that the depth of the proposed garage be reduced from twenty-six feet to twenty-five feet and requires the east wall location to be one foot further into the required front yard setback, which creates a greater rear yard setback. The motion was further conditioned that a privacy fence previously removed by the property owners along the west property line must be replaced. The variance approvals are for a twenty-five foot, eight inch encroachment into the required front yard setback, a thirty-four foot, three inch encroachment into the required rear yard setback and a variance to exceed the maximum permitted accessory structure area by 228 square feet.

Councilmember Rich seconded the motion. Motion carried 4-0-1.
Councilmember Massie abstained.

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

- a) Section 900.01(a) outlines the purpose of the ordinance as the principal means of attaining the goals and standards set forth in Woodland's Comprehensive Plan, including the preservation of open space, scenic views, natural topography and habitat, wetlands, lakes, indigenous vegetation and trees, and rehabilitation of existing housing units on their present location.

The proposed garage alteration would not have a negative impact on any of the goals and standards outlined in the Comprehensive Plan. The

placement mimics the location of the existing garages and has no impact on sensitive environmental areas and will reduce the overall impervious surface area on the property.

- b) The design and intended use of the structure is consistent with the comprehensive plan in that it maintains the single family residential nature of the neighborhood. The existing flow of traffic will remain unimpeded by the improvement and the proposal will maintain the existing tree coverage on the property.
- c) The proposal puts the property to a reasonable use by replacing an existing substandard garage with a slightly larger footprint that will provide additional storage space for the property owner who has limited storage in their principal structure, due to its slab on grade construction.
- d) The property was developed prior to adoption of the current ordinance requirements, restricting the location of structures. The lot is narrow, thus requiring the garage to comply with the setback requirements is not practical, since application of the required setbacks would overlap, creating no buildable area.
- e) The essential character of the neighborhood would not be impacted since placement of the improvements would remain primarily within the same location and the proposed height is intended to match the pitch of the roof of the principal structure.

ALTERATION PERMIT FINDINGS BASED ON THE REVIEW AND APPROVAL PROCESS IN SECTION 900.06 OF THE ORDINANCE:

Councilmember Newberry moved the council adopt the recommendation of staff and **approve** the application of Aaron and Heather Melsness for a Permit for the Alteration of a Non-Conforming Structure for the construction of an open front entryway and bay window addition onto to the front of an existing non-conforming home. The proposed alterations will maintain the greatest encroachment of forty-one feet, one inch where it attaches to the existing non-conforming home. The motion is based on the following findings:

(a) the alteration maintains or enhances the general character and welfare of the community; (b) the magnitude of the proposed alteration is consistent with the surrounding area; (c) there is no negative impact on the use and enjoyment of surrounding properties or other properties in the community; (d) there is reasonable separation between the proposed alteration and structures on adjoining properties; (e) there would be no effect on the light and visibility available to the adjoining properties; (f) the proposal would not have a negative impact on property values; (g) there are no concerns related to fire safety in regards to the proposal; (h) the narrowness of the lot creates a unique situation where a variance would be required for any alteration to the structure; and (i) the existing/proposed encroachment would be maintained.

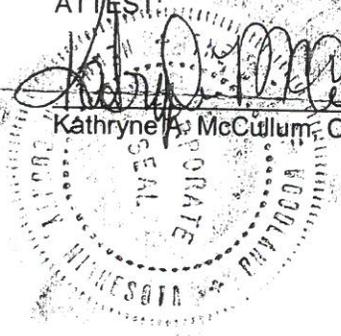
Councilmember Rich seconded the motion. Motion carried 5-0.

ADOPTED THIS 9th DAY OF JUNE, 2014 BY THE CITY COUNCIL OF WOODLAND,
MINNESOTA.


James S. Doak, Mayor

ATTEST:

Kathryn McCullum, City Clerk



The seal is circular with a double-line border. The outer ring contains the text "CITY OF WOODLAND" at the top and "MINNESOTA" at the bottom. The inner ring contains the word "CORPORATE" at the top and "SEAL" at the bottom.

CITY COUNCIL
CITY OF WOODLAND
MEETING OF AUGUST 10, 2015

Agenda Item 3. C.

Consent Agenda

TO: Honorable Mayor and Members of the City Council
FROM: Kathryne McCullum, City Clerk
SUBJECT: Request for final payment Request No. 2 from Northwest Asphalt for work completed on the 2015 Street Improvements Project

Background

On December 8, 2014, the City Council authorized the City Engineer to develop plans and specifications and advertise the street improvement project for competitive bids.

Bids were received on Thursday, April 30, 2015 and the low bid was received from Northwest Asphalt, in the amount of \$72,508.05.

The City of Woodland entered into an agreement with Northwest Asphalt as contractor for the 2015 Street Improvement Project. The agreement was approved by the City Council on May 11, 2015.

Comment

The City Engineer has recommended that the Council authorize the final payment to Northwest Asphalt in the amount of \$7,389.95.

Recommendation

By motion, authorize final payment to Northwest Asphalt for work completed on the 2015 Street Improvement Project.



BOLTON & MENK, INC.

Consulting Engineers & Surveyors

2638 Shadow Lane, Suite 200 • Chaska, MN 55318-1172

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

www.bolton-menk.com

July 28, 2015

City of Woodland
Attn: Kathy McCullum
20225 Cottagewood Road
Deephaven, MN

RE: 2015 Street Improvements
City of Woodland, MN

Dear Kathy:

Enclosed is Pay Request No. 2-Final from Northwest Asphalt for work completed on the 2015 Street Improvements Project through July 28, 2015. Final quantities include striping on Maplewood Road and topsoil shouldering that was added to Breezy Point road to better blend the new pavement with the adjacent properties. We have reviewed the estimate, verified the quantities, and recommend payment in the amount of \$7,389.95.

Please contact me if you have any questions or need additional information.

Sincerely,
BOLTON & MENK, INC.

David P. Martini, P.E.
Principal Engineer



BOLTON & MENK, INC.

Consulting Engineers & Surveyors

2638 Shadow Lane, Suite 200 • Chaska, MN 55318-1172

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

www.bolton-menk.com

July 28, 2015

Northwest Asphalt
1451 Stagecoach Road
Shakopee, MN 55379

Re: 2015 Street Improvements
City of Woodland

Enclosed are 3 copies of Pay Request No. 2-Final in the amount of \$7,389.95. Please review the quantities and amounts shown to be assured of complete satisfaction. If everything is in order, please sign on all three copies of the Pay Estimate and return them to the City of Woodland as soon as possible.

If you have any questions, please feel free to call.

Sincerely,
BOLTON & MENK, INC.

David P. Martini, P.E.
Principal Engineer

DPM/dpm

Enclosures

cc: Kathy McCullum, City of Woodland

CONTRACTOR'S PAY REQUEST NO. 2-FINAL
2015 STREET IMPROVEMENTS
CITY OF WOODLAND
BMI PROJECT NO. C13.109528

CONTRACTOR
OWNER
ENGINEER

TOTAL ORIGINAL CONTRACT AMOUNT.....	\$73,981.05
TOTAL, COMPLETED WORK TO DATE.....	\$ 78,871.21
TOTAL, STORED MATERIALS TO DATE.....	\$ -
DEDUCTION FOR STORED MATERIALS USED IN WORK COMPLETED.....	\$ -
TOTAL, COMPLETED WORK & STORED MATERIALS.....	\$ 78,871.21
RETAINED PERCENTAGE (0%)	\$ -
TOTAL AMOUNT OF OTHER DEDUCTIONS.....	\$ -
NET AMOUNT DUE TO CONTRACTOR TO DATE.....	\$ 78,871.21
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	\$ 71,481.26
PAY CONTRACTOR AS ESTIMATE NO. 2-FINAL	\$ 7,389.95

Certificate for Partial Payment

I hereby certify that, to the best of my knowledge and belief, all items quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the contract amount for the period covered by this Estimate.

Contractor: NORTHWEST ASPHALT
1451 STAGECOACH ROAD
SHAKOPEE, MN 55379

By _____
Name Title

Date _____

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:
BOLTON & MENK, INC., ENGINEERS, 2638 SHADOW LN, SUITE 200, CHASKA MN 55318

By David P. Martini _____, CITY ENGINEER
DAVID MARTINI, P.E.

Date 7/28/15

APPROVED FOR PAYMENT:
Owner: CITY OF WOODLAND

By _____
Name Title Date

PARTIAL PAY ESTIMATE NO. 2

CITY OF WOODLAND
 2015 STREET IMPROVEMENTS
 BMI PROJECT NO. C13.10652B

WORK COMPLETED THROUGH JULY 28, 2015

ITEM NO.	BID ITEM	UNIT PRICE	ESTIMATED		BID AMOUNT	QUANTITY PREVIOUS ESTIMATE		QUANTITY COMPLETED TO DATE			
			BID QUANTITY	ESTIMATED		QUANTITY	ESTIMATE				
1	MOBILIZATION	\$ 4,100.00	1	LS	\$ 4,100.00	1	LS	1	LS	\$ 4,100.00	
2	TRAFFIC CONTROL	\$ 850.00	1	LS	\$ 850.00	1	LS	1	LS	\$ 850.00	
3	1-1/2" BITUMINOUS PAVEMENT MILLING	\$ 1.13	7800	SY	\$ 8,814.00	7800	LF	7800	SY	\$ 8,814.00	
4	1-1/2" BITUMINOUS PAVEMENT MILLING (SPOT REPAIRS)	\$ 2.65	300	SY	\$ 795.00	600.2	SY	681.1	SY	\$ 1,804.92	
5	1-1/2" BITUMINOUS WEAR	\$ 6.05	7800	SY	\$ 47,190.00	7800	SY	7800	SY	\$ 47,190.00	
6	1-1/2" BITUMINOUS WEAR (SPOT REPAIRS)	\$ 9.25	300	SY	\$ 2,775.00	600.2	CY	681.1	SY	\$ 6,300.18	
7	FULL DEPTH BITUMINOUS PATCHING	\$ 46.19	115	SY	\$ 5,311.85	115	CY	115	SY	\$ 5,311.85	
8	PAVEMENT MARKING - 4" DOUBLE LINE, YELLOW	\$ 0.62	4,310	LF	\$ 2,672.20	2960	SY	4882.7	LF	\$ 3,027.27	
	EXTRA WORK - TOPSOIL SHOULDERING	\$ 1,473.00	1	LS	\$ 1,473.00			1	LS	\$ 1,473.00	
TOTAL AMOUNT INCLUDING EXTRA WORK:					\$ 73,981.05					\$ 75,243.43	\$ 78,871.21