

CITY COUNCIL
CITY OF WOODLAND
MEETING OF AUGUST 10, 2015

Agenda Item 3. D.

Consent Agenda

TO: Honorable Mayor and Members of the City Council

FROM: Kathryn McCullum, City Clerk

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

Background

In 1989, the Minnesota Legislature adopted comprehensive waste reduction and recycling legislation, commonly referred to as SCORE. [SCORE stands for "Select Committee on Recycling and the Environment". The SCORE committee was put together by Governor Perpich in the 1980's to develop a set of recommendations on how to increase recycling.]

Many of the Select Committee's recommendations became legislative proposals that are now part of the State's Waste Management Act. The goal of the Waste Management Act is protect the State's land, air, water, and other natural resources and the public health by improving waste management in the state. The legislation authorized State block grants to counties that could be used for recycling and waste reduction activities, education, developing markets for recycled material, and management of household hazardous waste.

On June 16, 2015, the Hennepin County Board adopted a resolution to amend the Residential Recycling Funding Policy and the following changes were approved:

- Extend the contract (agreement) period from December 31, 2015 to December 31, 2016.
- Incorporate state requirements to expend additional SCORE funds on organics recycling.

Agreement

Attached for Council information is the *original* agreement (2011) with an expiration date of December 31, 2015. Also attached are the Amendment No. 1 document and the amended Residential Recycling Funding Policy and both documents include the extended expiration date and the County SCORE expenditure approval for organics recycling. The Amendment No. 1 document must be approved by the Council for the City to received SCORE funds for the single sort recycling program in 2016. At this time, the City is not required to participate in organics recycling (more information on organics recycling below).

Recycling SCORE Grant Funds

The City offers single sort recycling to all residents through a contract with Waste Management and receives approximately \$1,580 in recycling grant funds each year. The total cost for single sort recycling is approximately \$9,630 or \$4.18 per household per month.

At this time, the City does not offer organics recycling (it is not required). A limited amount of SCORE grant funds are available to the City for organics recycling in 2015. In 2016, however,

the available amount of SCORE funds will be even more limited because the City of Minneapolis will be rolling out its organics recycling program and the available grant funds will be stretched over more households, providing less funding to other cities. In 2017, the legislature may increase grant funding for organics, but the grants will be small when compared to the expenditure (approximately \$14,000 per year - \$6.50 per household per month – if the entire City participates in organics recycling).

Waste Management does not offer organics recycling at this time, and the City's single sort recycling contract with Waste Management extends until 2017. The City does have a very small number of residents who have chosen on their own to recycle organics at this time.

Recommendation

Adopt Resolution No. 20-2015 authorizing the Mayor and/or City Clerk to execute the document entitled Amendment No. 1 to Agreement A120140. The amendments to the agreement allow the County to expend funds on organics recycling and extends the expiration date of the agreement by one year – December 31, 2016.

CITY OF WOODLAND

Meeting Date: August 10, 2015
Motion:

Resolution No. 20-2015
Second:

RESOLUTION NO. 20-2015 AUTHORIZING AN AMENDMENT TO THE RESIDENTIAL RECYCLING GRANT AGREEMENT WITH HENNEPIN COUNTY, EXTENDING THE AGREEMENT PERIOD AND INCORPORATING REQUIREMENTS FOR THE COUNTY TO EXPEND SCORE FUNDS ON ORGANICS RECYCLING.

WHEREAS, pursuant to Minnesota Statutes, Chapter 115A.552, Counties shall ensure that residents have an opportunity to recycling; and

WHEREAS, Hennepin County Ordinance 13 requires that each city implement and maintain a recycling program; and

WHEREAS, the Hennepin County Board adopted a resolution to amend the Hennepin County Residential Recycling Funding Policy to incorporate requirements to expend additional SCORE funds on organics recycling, and extend the contract period of the Residential Recycling Funding Policy from December 31, 2015 to December 31, 2016; and

WHEREAS, in order to receive grant funds, the City must sign the agreement; and

WHEREAS, the City wishes to receive grant funds each year.

NOW THEREFORE, BE IT RESOLVED that the City Council authorizes the Mayor and/or City Clerk to execute Amendment No. 1 to the Residential Recycling Agreement A120140.

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

CITY COUNCIL
CITY OF WOODLAND
MEETING OF AUGUST 10, 2015

Agenda Item 6. A.
New Business

TO: Honorable Mayor and Members of the City Council

FROM: Kathyne McCullum, City Clerk

SUBJECT: Presentation by the City of Woodland Lake Minnetonka Conservation District representative, Fred Meyer

Background

Resident Fred Meyer represents the City of Woodland as a Board Member on the Lake Minnetonka Conservation District Board of Directors. Mr. Meyer will be at the meeting to provide an update on the Lake Minnetonka Conservation District activities.

Recommendation

None. Informational only.

CITY COUNCIL
CITY OF WOODLAND
MEETING OF AUGUST 10, 2015

Agenda Item 6. B.

New Business

TO: Honorable Mayor and Members of the City Council
FROM: Kathyne McCullum, City Clerk
SUBJECT: Consideration of quotes for the reconstruction of a drain field for an area adjacent to 2600 Maplewood Circle

Background

Several years ago, the Maplewood Circle East/Cedar Point Road area was inundated by surface water and the City constructed a rock infiltration system to mitigate flooding. The infiltration system is a drain field that contains rock and Geotextile fabric that allows water to percolate into the surrounding ground. Infiltration systems of this type tend to fill with debris over time and need to be replaced.

The Maplewood Circle East/Cedar Point Road system has become clogged, is no longer functioning property, and flooding is again occurring in the area. The City Engineer is recommending that the City replace the system and has obtained quotes from two companies:

Pride Construction and Excavating	\$3,850.00
Cornerstone Industries	\$4,465.00

The Pride Construction and Excavating quote does not include site restoration (soil and seed placement); however, the City Engineer has indicated that the company will restore the site after project completion.

Recommendation

The City Engineer recommends that the City Council accept the quote from Pride Construction and Excavating in the amount of \$3,850.00

Pride Construction & Excavating, Inc.
 9450 West Hill Road
 Watertown, MN 55388
 Phone # 952-446-9804
 Fax # 952-446-8882

Proposal

Customer		Misc.	
Name	Bolton & Menk Inc.	Proposal date:	July 21, 2015
Address	405 Lewis St		
	Watertown		
	Att: Art Taylor		
Phone	612-756-2048		
Email	artta@bolton-menk.com		
Fax	952-446-8882		
Job Location	Woodland		

Description	Total
Storm Sewer	
Excavate along road approximately 100 feet 3 deep feet removing old drain field for water run off and replacing it with new rock and fabric.	
18 tons of 1 1/2 clear rock and geo fabric figured for proposal.	

Total Proposal

\$3,850.00

Any alteration or deviation from above specifications involving extra costs, will be executed upon written orders and will become an extra change over and above the estimate. This proposal expires 60 days from proposal date. Payments to be made as follows: Net 30 days from invoice date. A finance charge of 1.5% on all over 30 days.

 Ken Vanderlinde, Vice President

 Acceptance

 Date

Cornerstone Industries, Inc.

PO Box 374
 MN 55331

Estimate

Date	Estimate #
7/15/2015	1579

Name / Address
City of Woodland

Project

Description	Qty	Rate	Total
Excavation of existing clear rock and fabric and soil to create new drainage area 60 ft long/2ft wide/3ft deep along street. Haul and recycle material. Install approx. 14 cu/yds of new 1.5" clear limestone wrapped in soil separation fabric. Top with 6" black dirt/sandy mix with seed and erosion blanket. Re-install posts, clean site and street as needed. Any necessary signage and cones included for traffic control and safety. One day project length.	1	4,465.00	4,465.00
Total			\$4,465.00

CITY COUNCIL
CITY OF WOODLAND
MEETING OF AUGUST 10, 2015

Agenda Item 6. C.

New Business

TO: Honorable Mayor and Members of the City Council
FROM: Kathyne McCullum, City Clerk
SUBJECT: Discussion relating to the use of pervious pavers for hardcover mitigation

Background

On August 13, 2012, Brian & Cindy Jackson, 2865 Center Road, presented information to the City Council that explained the use of pervious (porous) pavers as an option to natural vegetation to control storm water runoff. The Jacksons reside in the Groveland neighborhood. At that time, Mr. and Mrs. Jackson requested that the City Council evaluate and consider the use of porous pavers as a landscape option.

At the meeting, the former Zoning Administrator explained that that the pavers must be properly installed and maintained on an annual basis to function correctly. There is no inspection program through the Uniform Building Code and the City would need to consider a maintenance inspection program to ensure that any pervious paver surface is properly maintained to continue to function as an acceptable BMP for storm water control.

More recently, Zoning Administrator Dale Cooney received a request from Mr. and Mrs. Fruen, 2820 East Road, who requested that the Council review the potential for the use of pervious pavers within the Groveland neighborhood. The City Engineer has reviewed the request and has provided the attached letter for Council information.

Council Member Carlson and Zoning Administrator Cooney met with representatives from the Minnehaha Creek Watershed District and discussed the use of pervious pavers. They will report on their findings at the Council meeting.

Recommendation

None. This is a discussion item only.



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 7, 2015

City of Woodland
Attn: Kathryn McCullum
20225 Cottagewood Road
Deephaven, MN 55331

RE: Pervious Pavers for Hardcover Mitigation

Honorable Mayor and City Council:

It is our understanding that the City of Woodland is experiencing increased requests by residents to allow pervious paver installation to offset hardcover over the allowed percentage for proposed building applications. The following are our comments regarding this issue for you to consider:

1. Installing Best Management Practices (BMPs), such as pervious pavers, to mitigate storm water runoff from hard surfaces can help reduce runoff volume and better mimic pre-developed hydrological conditions. Prior to development, existing land is capable of retaining approximately the first 1" of precipitation from a rain event before storm water leaves the site. Therefore, by capturing 1" of runoff over the impervious surface area in question, a developed site should more closely simulate pre-development conditions.
2. When properly installed and maintained, BMPs can reduce runoff volume and improve water quality by removing pollutants.
3. It is important for the City to consider that, if allowed, it may be difficult to monitor the condition of the BMP's to ensure that they are functioning properly. Without monitoring, homeowners may elect to forgo or be unaware of annual maintenance and cleaning requirements. It is also possible that the BMP's may be removed in the future. In the event that the BMP's are not maintained or are removed, the additional hardcover will no longer be mitigated and the lot will be out of compliance with City standards.
4. If the City chooses to allow applicants to use volume reduction BMPs to meet hard cover requirements, an agreement should be required of the applicant that insures the BMP will remain in use and be properly maintained as long as the approved hardcover is in place, even if the property is sold.
5. Since the additional hardcover will be permanent and additional runoff may not be the only issue, the City may want to consider allowing only partial credit for various BMPs to meet City hardcover requirements and a maximum overage that can be mitigated for.



Pervious Pavers for Hardcover Mitigation

July 7, 2015

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Please let me know if you have questions or need additional information regarding this issue.

Sincerely,
BOLTON & MENK, INC.

A handwritten signature in black ink that reads "David P. Martini". The signature is written in a cursive, flowing style.

David P. Martini, P.E.
Principal Engineer

CITY COUNCIL
CITY OF WOODLAND
MEETING OF AUGUST 10, 2015

Agenda Item 6. D.
New Business

TO: Honorable Mayor and Members of the City Council

FROM: Kathyne McCullum, City Clerk

SUBJECT: 2016 Preliminary Budget and Levy Discussion

Summary

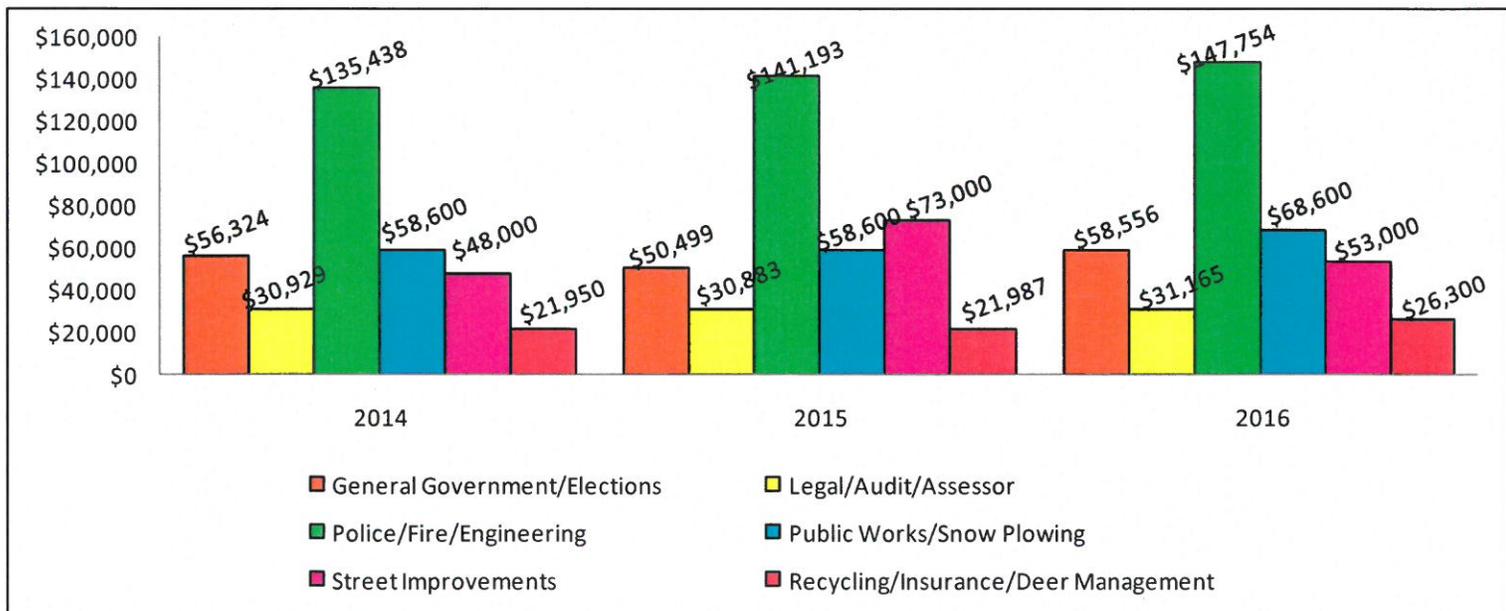
The General Fund is the general operating fund of the City. It is used to account for all financial resources except the Enterprise Funds (Water & Sewer).

The City Council oversees the policies and procedures of Woodland and is charged with approving a City budget to ensure current operating needs and ongoing maintenance are met while maintaining core services at a level consistent with Woodland's goals and policies.

BUDGET

Expenditures

The proposed 2016 General Fund **Budget** expenditures are estimated to be \$385,375, an increase of \$512.00, or 0.1% from the 2015 budget. The draft preliminary budget includes modest increases for police, fire, clerical, assessing, and snow plowing. The 2016 primary and general election expenditures are also included in the General Government expenditures for next year. The proposed draft budget also includes an increase in funds for the Deer Management Program.



TAX LEVY

Revenues

The City has very limited sources of revenue leaving the majority of the funds necessary to balance the budget to be provided by property taxes (tax *levy*). The tax *levy* will provide approximately 95% of the revenue necessary to operate the City.

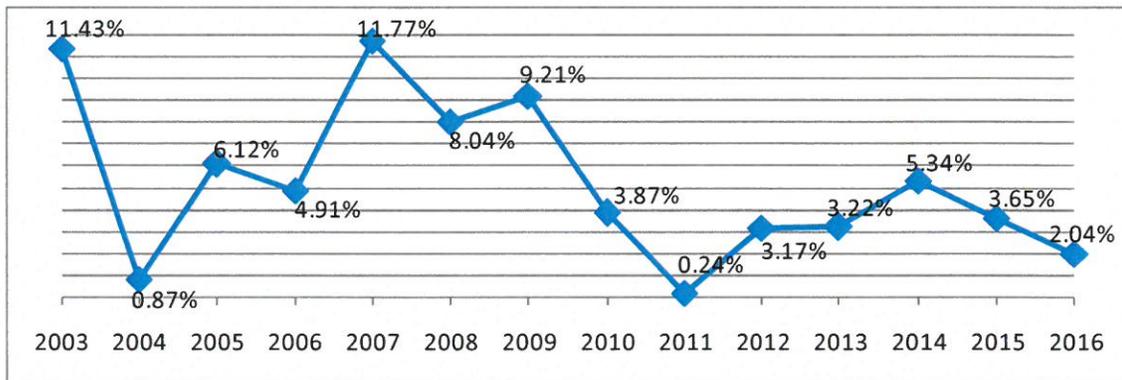
The total tax <i>levy</i> required to fund the 2016 budget	\$356,775
The total non-tax revenue	<u>\$ 28,600</u>
Total 2016 General Fund Budget	\$385,375

% General Fund Budget Increase

2016 Levy	\$356,775
2015 Levy	<u>\$349,629</u>
Levy Increase	\$ 7,146

% Levy Increase 2.04%

Woodland Levy – 2003 - 2016



Adoption of the Preliminary Budget and Levy

The City is required to adopt a preliminary budget and tax levy, so that the levy can be certified to the County by September 30. After adoption of the proposed levy, the levy cannot be increased. The levy may be reduced prior to adoption of the *final* budget and levy in December.

Recommendation

Review the draft preliminary budget and direct staff to place it on the September 10, 2015 City Council agenda for consideration.

Exhibit A

City of Woodland

General Fund Revenue - 2016 Preliminary Draft

Description	Account Code	2014 Actual	2015 Budget	2015 Actual through July	2015 Projected	2016 Budget
Taxes						
Property Taxes	101-31010	\$ 331,671	\$ 349,629	\$ 172,661	\$ 349,629	\$ 356,775
Delinquent Taxes	101-31020	\$ 5,709	\$ -	\$ 4,041	\$ 4,041	\$ -
Penalties	101-31910		\$ -	\$ -		\$ -
Total Taxes		\$ 337,380	\$ 349,629	\$ 176,702	\$ 353,670	\$ 356,775
Licenses and Permits						
Professional License	101-32160	\$ 500	\$ 600	\$ 350	\$ 600	\$ 600
Building Permit Fees	101-32210	\$ 43,273	\$ 20,000	\$ 27,693	\$ 50,000	\$ 20,000
Animal Permits	101-32240	\$ 50	\$ 100	\$ 75	\$ 75	\$ 50
Parking Permits	101-32250	\$ 345	\$ 400	\$ 140	\$ 300	\$ 400
Other Permits/Misc.	101-32260	\$ 2,227	\$ 500	\$ 593	\$ 1,500	\$ 500
Total Licenses and Permits		\$ 46,395	\$ 21,600	\$ 28,852	\$ 52,475	\$ 21,550
Intergovernmental Aid						
State of Minnesota Small Cities	101-33423	\$ -	\$ -	\$ 6,430	\$ 12,860	\$ -
Hennepin County Road Aid	101-33610	\$ -	\$ 2,854	\$ -	\$ 4,256	\$ -
Recycling Grant	101-33630	\$ 1,632	\$ 1,580	\$ 926	\$ 1,852	\$ 1,850
Total Intergovernmental Aid		\$ 1,632	\$ 4,434	\$ 7,356	\$ 18,968	\$ 1,850
Charges for Services						
Zoning and Subdivision	101-34103	\$ 5,216	\$ 4,500	\$ 625	\$ 800	\$ 500
False Alarm Fees	101-34207	\$ 1,500	\$ 1,000	\$ 250	\$ 1,000	\$ 1,000
Total Charges for Service		\$ 6,716	\$ 5,500	\$ 875	\$ 1,800	\$ 1,500
Fines and Forfeitures						
Fines and Forfeitures	101-35101	\$ 4,761	\$ 2,500	\$ 1,176	\$ 2,500	\$ 2,500
Total Fines and Forfeitures		\$ 4,761	\$ 2,500	\$ 1,176	\$ 2,500	\$ 2,500
Miscellaneous Revenues						
Interest Income	101-36102	\$ 216	\$ 200	\$ 240	\$ 350	\$ 200
Other Income	101-36220	\$ 582	\$ 1,000	\$ 1,390	\$ 2,500	\$ 1,000
Total Miscellaneous Revenues		\$ 798	\$ 1,200	\$ 1,630	\$ 2,850	\$ 1,200
TOTAL NON-TAX REVENUE		\$ 60,302	\$ 35,234	\$ 39,888	\$ 78,593	\$ 28,600
TOTAL TAX REVENUE				\$ 176,702		\$ 356,775
Total Revenue		\$ 397,682	\$ 384,863	\$ 216,591	\$ 432,263	\$ 385,375
Total General Fund Revenue		2014 Actual Total Revenue	2015 Budgeted Revenue	2015 Actual Revenue	2015 Projected	2016 Budgeted Revenue
		\$ 397,682	\$ 384,863	216,591	432,263	\$ 385,375
LEVY						
2016 Levy		356,775				
2015 Levy:		349,629				
Levy Increase:						
2016 % Increase		2.04%				

City of Woodland
General Fund Expenditures - 2016 Preliminary Draft

Description	Account Code	2014 Actual	2015 Budgeted Expenditures	2015 Actual through July	2015 Projected	2016 Proposed Budget Expenditures
City Council - 41100						
Council Salaries	101-41100-103	\$ 240	\$ 240	\$ -	\$ 240	\$ 240
FICA Contributions	101-41100-122	\$ 15	\$ 15	\$ -	\$ 15	\$ 15
Medicare Contributions	101-41100-123	\$ 3	\$ 35	\$ -	\$ 3	\$ 35
Conferences and Training	101-41100-371	\$ 237	\$ 300	\$ -	\$ 300	\$ 300
Contingency/Dues	101-41100-439	\$ 30	\$ 100	\$ -	\$ 50	\$ 100
Total City Council		\$ 525	\$ 690	\$ -	\$ 608	\$ 690
Elections - 41200 (PRESIDENTIAL ELECTION)						
Election Salaries	101-41200-103	\$ 1,052	\$ -	\$ -	\$ -	\$ 2,500
Printing/Publications	101-41200-214	\$ 615	\$ -	\$ -	\$ -	\$ 1,000
Operating Supplies	101-41200-219	\$ -	\$ -	\$ -	\$ -	\$ 200
Minor Equipment Supplies	101-41200-249	\$ -	\$ -	\$ -	\$ -	\$ 100
Other Professional Services	101-41200-309	\$ 120	\$ -	\$ -	\$ -	\$ 200
Equipment Maintenance	101-41200-319	\$ 1,085	\$ -	\$ -	\$ -	\$ 1,000
Postage	101-41200-322	\$ 41	\$ -	\$ -	\$ -	\$ 100
Meals	101-41200-372	\$ 244	\$ -	\$ (71)	\$ -	\$ 250
Polling Place Rental	101-41200-419	\$ 200	\$ -	\$ -	\$ -	\$ 200
Election Miscellaneous	101-41200-439	\$ -	\$ -	\$ -	\$ -	\$ 100
Total Elections		\$ 3,357	\$ -	\$ (71)	\$ -	\$ 5,650
General - 41400						
Forms/Newsletters	101-41400-214	\$ 207	\$ 650	\$ 311	\$ 500	\$ 600
Office Supplies	101-41400-219	\$ 261	\$ 450	\$ 251	\$ 450	\$ 450
Zoning Coordinator	101-41400-308	\$ 2,982	\$ 2,400	\$ 850	\$ 2,000	\$ 2,400
Bank Service Charges/Website	101-41400-309	\$ 810	\$ 900	\$ 829	\$ 900	\$ 900
Clerical Services	101-41400-310	\$ 49,664	\$ 43,739	\$ 25,514	\$ 43,739	\$ 44,766
Postage	101-41400-322	\$ 280	\$ 500	\$ -	\$ 300	\$ 500
Publications/Legal Notices	101-41400-351	\$ 1,892	\$ 2,500	\$ 622	\$ 1,500	\$ 2,500
Training/Miscellaneous	101-41400-371	\$ -	\$ 100	\$ -	\$ -	\$ 100
Total General		\$ 56,096	\$ 51,239	\$ 28,377	\$ 49,389	\$ 52,216
General - Contracts						
Assessor Contract	101-41500-309	\$ 9,276	\$ 9,429	\$ 5,500	\$ 9,429	\$ 9,665
Legal Services/Civil	101-41600-305	\$ 1,451	\$ 8,000	\$ 228	\$ 2,000	\$ 8,000
Legal Services/Criminal	101-41600-305	\$ 1,606	\$ 2,500	\$ 1,154	\$ 2,500	\$ 2,500
Audit Services/Annual	101-41700-301	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000
Total General Contracts		\$ 23,333	\$ 30,929	\$ 17,882	\$ 24,929	\$ 31,165
Public Safety						
Criminal Fees (workhouse)	101-42100-302	\$ -	\$ -	\$ -	\$ -	\$ -
Law Enforcement	101-42100-310	\$ 106,363	\$ 109,554	\$ 63,907	\$ 109,554	\$ 111,754
Fire Protection	101-42200-309	\$ 21,075	\$ 17,360	\$ 17,360	\$ 17,360	\$ 20,000
Fire Marshall (professional services)	101-42200-319	\$ -	\$ -	\$ -	\$ -	\$ -
Engineering Fees	101-42600-303	\$ 22,496	\$ 12,000	\$ 7,702	\$ 16,000	\$ 16,000
Total Public Safety		\$ 149,934	\$ 138,914	\$ 88,969	\$ 142,914	\$ 147,754
Public Works - 43900						
Street Signs	101-43900-226	\$ 342	\$ 600	\$ 92	\$ 300	\$ 600
Sweeping/Minor Road Repairs	101-43900-310	\$ 3,672	\$ 6,000	\$ 2,815	\$ 6,000	\$ 6,000
Storm Sewer/Miscellaneous	101-43900-311	\$ -	\$ 1,000	\$ -	\$ -	\$ 1,000
Snow Plowing	101-43900-312	\$ 40,656	\$ 43,900	\$ 21,708	\$ 43,900	\$ 45,000
Tree Removal/Mowing	101-43900-313	\$ 2,306	\$ 8,000	\$ 825	\$ 5,000	\$ 8,000
Septic Review and Inspections	101-43900-319	\$ 5,924	\$ 5,000	\$ 226	\$ 5,200	\$ 8,000
Total Public Works		\$ 52,900	\$ 64,500	\$ 25,666	\$ 60,400	\$ 68,600

2016 City of Woodland General Fund Expenditures - Page 2

Description	Account Code	2014 Actual	2015 Budgeted Expenditures	2015 Actual	2015 Projected	2016 Proposed Budget Expenditures
Street Improvement - 49300						
Street Improvement transfer out to 401-49300 Interfund Transfer	101-49300-720	\$ 71,909				
			\$ 73,000	\$ 73,000	\$ 73,000	\$ 53,000
State of Minnesota Small Cities transfer out to 401-49300-720	101-43900-720				\$ 12,860	\$ -
Hennepin County Road Aid transfer out to 401-49300-720	101-49300-720	\$ -	\$ -			
			\$ 2,854		\$ 4,256	\$ -
Total Street Improvement		\$ 71,909	\$ 75,854	\$ 73,000	\$ 90,116	\$ 53,000
Miscellaneous Expenses - 49000						
Deer Management Program	101-49000-309	\$ 1,078	\$ 1,500	\$ -	\$ 1,500	\$ 5,000
Recycling Contract	101-49000-310	\$ 9,671	\$ 9,950	\$ 5,638	\$ 9,950	\$ 9,950
Insurance	101-49000-369	\$ 2,834	\$ 3,100	\$ 2,487	\$ 3,100	\$ 3,100
Dues/Subscriptions	101-49000-433	\$ 7,262	\$ 8,037	\$ 5,095	\$ 8,037	\$ 8,100
General Miscellaneous	101-49000-439	\$ -	\$ 150	\$ -	\$ -	\$ 150
Total Miscellaneous Expenses		\$ 20,845	\$ 22,737	\$ 13,220	\$ 22,587	\$ 26,300
Total General Fund Expenditures						
		2014 Actual	2015 Budgeted Expenditures	2015 Actual	2015 Projected	2016 Proposed Budget Expenditures
		\$ 378,899	\$ 384,863	\$ 247,043	\$ 390,943	\$ 385,375
\$ Increase/Decrease from 2015 Budget			\$ 512			
% General Fund Increase			0.1%			

STREET IMPROVEMENT FUND EXPENDITURES					
Description	Account Code	2015 Actual	2015 Projected	2016 Budget	
STREET IMPROVEMENT EXPENSES					
Professional Services/Engineering	401-43100-303	\$ 3,571	\$ 8,950	\$	-
Bid Notices/Legal/Miscellaneous	401-43100-351	\$ 449	\$ 449	\$	-
Fire Lane Cleanup	401-43100-351		\$ 6,000		
Street Improvement	401-43100-409	\$ 1,639	\$ 78,871	\$	-
Total Street Improvement Expenses		\$ 5,659	\$ 94,270	\$	-
STREET IMPROVEMENT FUND REVENUE					
Description	Account Code	2015 Budget	2015 Projected	2016 Budget	
STREET IMPROVEMENT REVENUE					
Street Improvement transfer in from 101-49300-720 to 401-39200 Interfund Transfer		Beginning Balance \$ 88,763	\$ 88,763		
Street Improvement transfer in from 101-49300-720 to 401-39200 Interfund Transfer		\$ 73,000			
Street Improvement Fund State of Minnesota Small Cities Assistance Account Transfer in from 101-49300-720	401-39200		\$ 96,909	\$ 53,000	
Hennepin County CAM transfer in	401-49300-720	\$ 2,854	\$ 4,256		
Total Street Improvement Fund		\$ 75,854	\$ 202,788	\$	53,000

2016 expenditure as determined by Council

\$9,000 added to projected (original bid amount) for additional work and striping

2016 revenue as determined by Council

A) CC authorized the transfer of surplus funds (\$23,909) from the 2014 General Fund Budget to the Street Improvement Fund 11/10/2014

B) State of Minnesota Small Cities Fund \$12,860 for one year only

CAM - 2013: \$1,428 - 2014: \$1,426 - 2015: \$1,402

STREET IMPROVEMENT FUND SUMMARY		EXPENDITURE RECAP	
REVENUE RECAP			
Revenue - 2015 Budgeted	\$ 73,000	Street Improvements	\$ 78,871
CC Authorized Transfer - 2014 surplus	\$ 23,909	Bids and Publications	\$ 449
Minnesota Small Cities Funds	\$ 12,860	City Engineer Fees	\$ 8,950
CAM	\$ 4,256	Fire Lane Cleanup	\$ 6,000
Total Revenue - 2015	\$ 114,025	Total Expenditures - 2015	\$ 94,270
2015 Beginning Balance	\$ 88,763		
Total Street Improvement Fund - 2015	\$ 202,788		
2015 Revenue/Expenditure Recap and 2016 Beginning Balance/Transfer			
Total Street Improvement Fund - 2015	\$ 202,788		
Total Expenditures - 2015	\$ 94,270		
2015 Ending Balance	\$ 108,518		
2016 Revenue (Transfer)	\$ 53,000		
2016 Beginning Balance	\$ 161,518		

CITY COUNCIL
CITY OF WOODLAND
MEETING OF AUGUST 10, 2015

TO: Honorable Mayor and Members of the City Council
FROM: Kathyne McCullum, City Clerk
SUBJECT: Informational Report

Informational
Report

July, 2015 Police Report

The July, 2015 Police Report is attached. Please remember that this information is confidential.

2015 Permit Activity Report

The City of Woodland year-to-date permit activity report is attached for Council information.

2015 Septic Maintenance Inspections

Woodland's septic inspector, Kurt Larsen, conducted a visual inspection of 62 systems in the City (map attached). There are 22 systems that need attention including pumping tanks, correcting electrical connections, and replacing an electrical box. Letters were mailed to the 22 property owners along with a copy of Kurt's Septic System Review Worksheet. The worksheet includes general findings, notes, and recommendations.

County Aid to Municipalities

Hennepin County established a program to provide financial assistance for roadways and bridges to municipalities with populations under 5,000. The program is called County Aid to Municipalities (CAM). The authority to distribute county funds for this function is contained in State Statutes 164.03, and 383B.608. The primary purpose of the CAM program is to provide monetary assistance to municipalities that are not eligible for funding through the Municipal State Aid program due to their population. CAM reimburses the smaller municipalities for eligible street project costs.

The program allows cities to accumulate funds for three years and Woodland has accumulated \$4,256 (2013, 2014, 2015). To use the funds, projects must qualify under the criteria:

1. The project must reside at least in part within an eligible CAM municipality.
2. The proposed project must be located on or along a street identified on the approved CAM system map for that municipality, or on or along an existing County roadway.
3. The improvements can include construction activities for items such as street, bridge, trail, or sidewalk construction. CAM can also be used for roadway preliminary or final design activities, or for corridor and traffic studies.

The City's 2015 street improvement project qualifies for use of the funds and the City Engineer has requested reimbursement. The information relating to the Engineer's request is attached for Council information.

Small Cities Assistance Account (State of Minnesota)

The City will receive \$12,860 which is a result of 2015 legislation aimed at helping cities that do not receive Municipal State Aid (MSA) because they do not meet the 5,000 population eligibility threshold for dedicated funds established in the state's constitution. The League of Minnesota representatives indicated that this is a new program and it is not clear if it will continue into the future – cities should not expect the funds or add them to future budgets.

**2ND QTR BLDG PERMITS
2015**

CITY OF DEEPHAVEN
 QUARTERLY PERMITS & FEES
 JUNE 30, 2015
 Acct: 9-101-42400-310

	City of Woodland	
	Permit costs	# of permits
Building	\$ 3,457.14	8
Mechanical	\$ 2,221.69	8
Plumbing	\$ 561.00	6
Electrical	\$ 1,144.50	7
Total	\$ 7,384.33	29

1st Qtr Permits	\$ 24,853.70
2nd Qtr Permits	\$ 7,384.33
3rd Qtr Permits	\$ -
4th Qtr Permits	\$ -
Total Permits - YTD	\$ 32,238.03
Less	\$ (10,000.00)
Balance after 1st \$10,000.00	\$ 22,238.03

Due Deephaven Qtrly

1st Qtr Due	\$ 15,941.48
2nd Qtr Due	\$ 2,953.73
3rd Qtr Due	\$ -
4th Qtr Due	\$ -
Ytd Total	\$ 18,895.21

Due Woodland Qtly

1st Qtr Due	\$ 8,912.22
2nd Qtr Due	\$ 4,430.60
3rd Qtr Due	\$ -
4th Qtr Due	\$ -
Ytd Total	\$ 13,342.82

City of Woodland

QUARTERLY BUILDING PERMITS

04/01/2015thru 06/30/2015

RESIDENTIAL	NUMBER OF PERMITS	VALUE	PERMIT REVENUE
NEW HOMES	0	0.00	0.00
NEW APARTMENTS	0	0.00	0.00
REMODEL	8	153,043.00	2,406.40
GARAGE ATTACHED	0	0.00	0.00
ACCESSORY BUILDINGS	0	0.00	0.00
ADDITIONS	0	0.00	0.00
OTHER	0	0.00	0.00
SCHOOLS, CHURCHES	0	0.00	0.00
Plan Review	3	88,230.00	829.49
=====			
COMMERCIAL			
New Building	0	0.00	0.00
Addition	0	0.00	0.00
Plan Review	0	0.00	0.00

INDUSTRIAL			
New Building	0	0.00	0.00
Addition	0	0.00	0.00
Plan Review	0	0.00	0.00
TOTALS			
Building	8	153,043.00	2,406.40
Plumbing	6	48,000.00	591.00
Mechanical	8	111,825.00	2,278.16
Electrical	7	50,100.00	1,170.20
DEMOLITION	1	10,000.00	181.25
MOVING	0	0.00	0.00
PERMIT FEES	30	372,968.00	6,627.01
PLAN REVIEWS	3	88,230.00	829.49
TOTALS			
		372,968.00	7,456.50

0.00 *
 2,587.65 +
 829.49 +
 40.00 +
 3,457.14 ◊
 2,221.69 +
 551.00 +
 1,144.50 +
 7,384.33 *
 7,384.33 x
 60%
 4,430.60 *
 0.00 *
 7,384.33 +
 7,384.33 x
 40%
 2,953.73 *

Dphr
oves
Wldd
Dphr

Building Permit Fee Information From 04/01/2015 Thru 06/30/2015

Page # 1

City of Woodland

DATE: 07/01/2015

Permit No.	PERMIT	PLAN CHECK	SURCHARGE	OTHER FEES	TOTAL	CODE	DATE	VALUE
B-215007	265.25	0.00	7.93	5.00	278.18	114	05/04/2015	15,858.00
B-215008	363.25	0.00	11.50	0.00	374.75	116	05/15/2015	23,000.00
B-215009	633.65	411.87	24.12	5.00	1,074.64	112	05/22/2015	48,230.00
B-215010	83.25	0.00	1.10	5.00	89.35	114	06/10/2015	2,200.00
B-215011	321.25	208.81	10.00	5.00	545.06	112	06/15/2015	20,000.00
B-215012	181.25	0.00	5.00	5.00	191.25	811	06/17/2015	10,000.00
B-215013	167.25	0.00	4.38	5.00	176.63	113	06/18/2015	8,755.00
B-215014	321.25	208.81	10.00	5.00	545.06	112	06/22/2015	20,000.00
B-215015	251.25	0.00	7.50	5.00	263.75	113	06/26/2015	15,000.00
<hr/>								
TOTALS: \$	2,587.65	829.49	81.53	40.00	3,538.67			163,043.00

Permit No.	Address	PERMIT FEE	SURCHARGE	TOTAL	VALUE	DATE
215010	2825 Maplewood Circle East	75.00	3.00	78.00	6,000.00	04/16/2015
215011	2515 Cedar Point Drive	40.00	0.50	40.50	100.00	04/22/2015
215012	3155 Maplewood Road	40.00	0.85	40.85	1,700.00	05/27/2015
215013	2400 Cedar Point Drive	1,834.50	45.00	1,879.50	90,000.00	06/03/2015
215014	3155 Maplewood Road	69.06	2.76	71.82	5,525.00	06/10/2015
215015	3155 Maplewood Road	40.00	0.53	40.53	1,050.00	06/10/2015
215016	2765 Maplewood Circle East	40.00	0.50	40.50	800.00	06/23/2015
215017	3115 Maplewood Road	83.13	3.33	86.46	6,650.00	06/30/2015
TOTALS:		2,221.69	56.47		2,278.16	111,825.00

Number of Permits This Report: 8

Plumbing Permit Fee Information From 04/01/2015 Thru 06/30/2015

Page # 1

City of Woodland

Permit No.		PERMIT FEE	SURCHARGE	TOTAL	VALUE	DATE
215007	3155 Maplewood Road	68.00	5.00	73.00	0.00	05/08/2015
215008	2400 Cedar Point Drive	408.00	5.00	413.00	40,000.00	06/03/2015
215009	17870 Breezy Point Road	15.00	5.00	20.00	600.00	06/04/2015
215010	3115 Maplewood Road	15.00	5.00	20.00	1,700.00	06/09/2015
215011	2835 West Road	15.00	5.00	20.00	500.00	06/12/2015
215012	2765 Maplewood Circle East	40.00	5.00	45.00	5,200.00	06/23/2015
TOTALS:		561.00	30.00	591.00	48,000.00	

Number of Permits This Report:

6

City of Woodland

Permit No.	Address	PERMIT FEE	SURCHARGE	TOTAL	VALUE	DATE
215008	18400 Maple Ridge Road	108.75	2.10	110.85	4,200.00	04/01/2015
215009	3155 Maplewood Road	40.00	0.60	40.60	1,200.00	05/12/2015
215010	2665 Woolsey Ave	803.75	20.00	823.75	40,000.00	05/20/2015
215011	3115 Maplewood Road	44.50	0.50	45.00	300.00	06/16/2015
215012	2745 Maplewood Circle West	40.00	0.50	40.50	400.00	06/26/2015
215013	2765 Maplewood Circle East	66.25	1.25	67.50	2,500.00	06/29/2015
215014	2740 Gale Road	41.25	0.75	42.00	1,500.00	06/30/2015
TOTALS:		1,144.50	25.70	1,170.20	50,100.00	

Number of Permits This Report: 7

City of Woodland

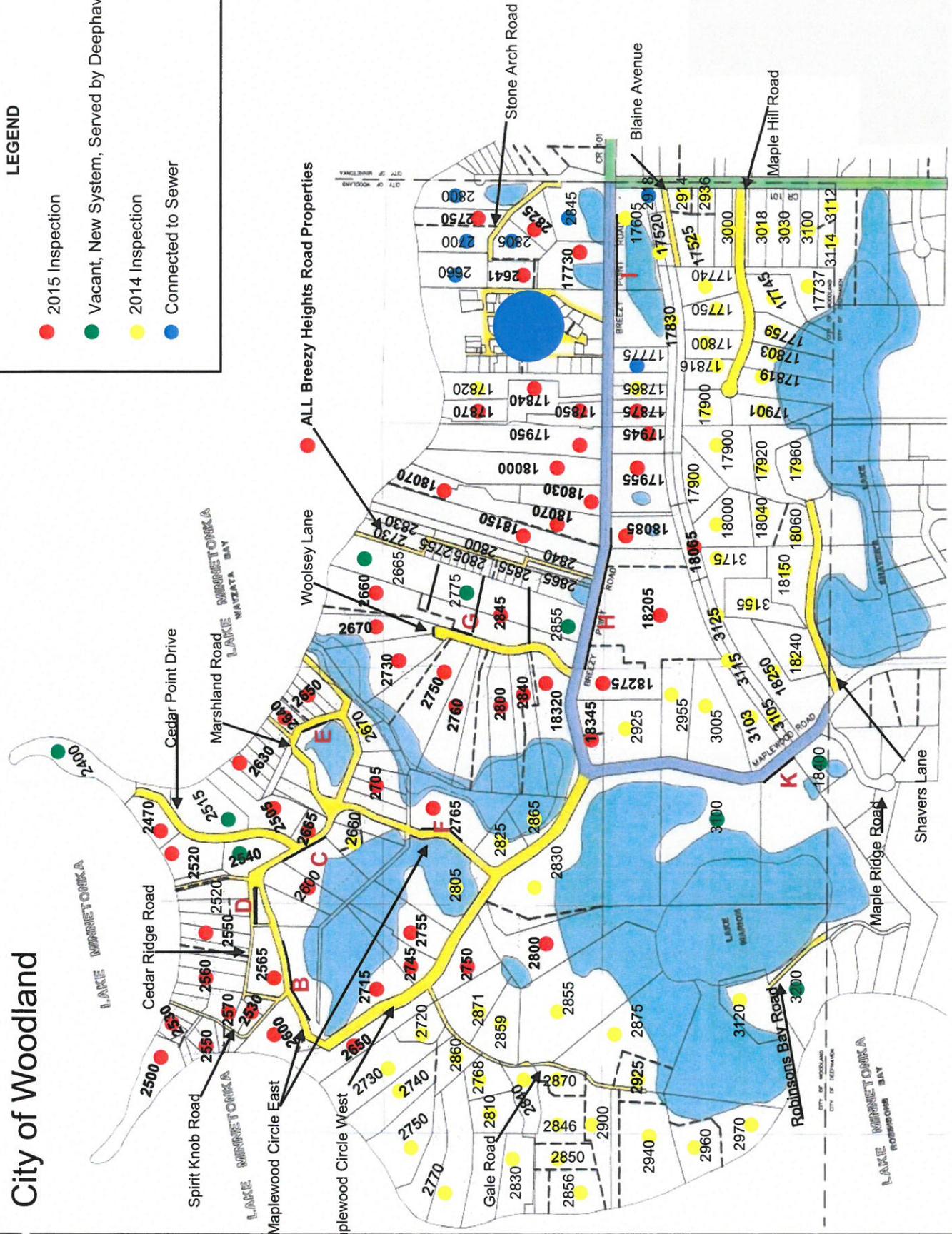
CITY STREETS

- Blaine Avenue
- Breezy Heights Rd
- Breezy Point Rd
- Cedar Point Dr
- Cedar Ridge Rd
- Center Road
- East Road
- Front Street
- Gale Road
- Inner Road
- Maple Hill Road
- Maple Ridge Road
- Maplewood Cir E
- Maplewood Cir W
- Marshland Road
- Robinsons Bay Rd
- Shavers Lane
- Spirit Knob Road
- Stone Arch Road
- West Road
- Woolsey Lane

LEGEND

- 2015 Inspection
- Vacant, New System, Served by Deephaven
- 2014 Inspection
- Connected to Sewer

● ALL Breezy Heights Road Properties





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

Robert Byers, P.E.
Hennepin County Public Works
1600 Prairie Drive
Medina, MN 55340-5421

RE: 2015 Hennepin County Aid to Municipalities Reimbursement Request
City of Woodland

Dear Mr. Byers:

On behalf of the City of Woodland, I would like to request reimbursement of the City's CAM apportionment in the amount of \$4,256. The request form is attached along with a project location map and Pay Request No. 1 for the 2015 Street Improvements Project.

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

Sincerely,
BOLTON & MENK, INC.

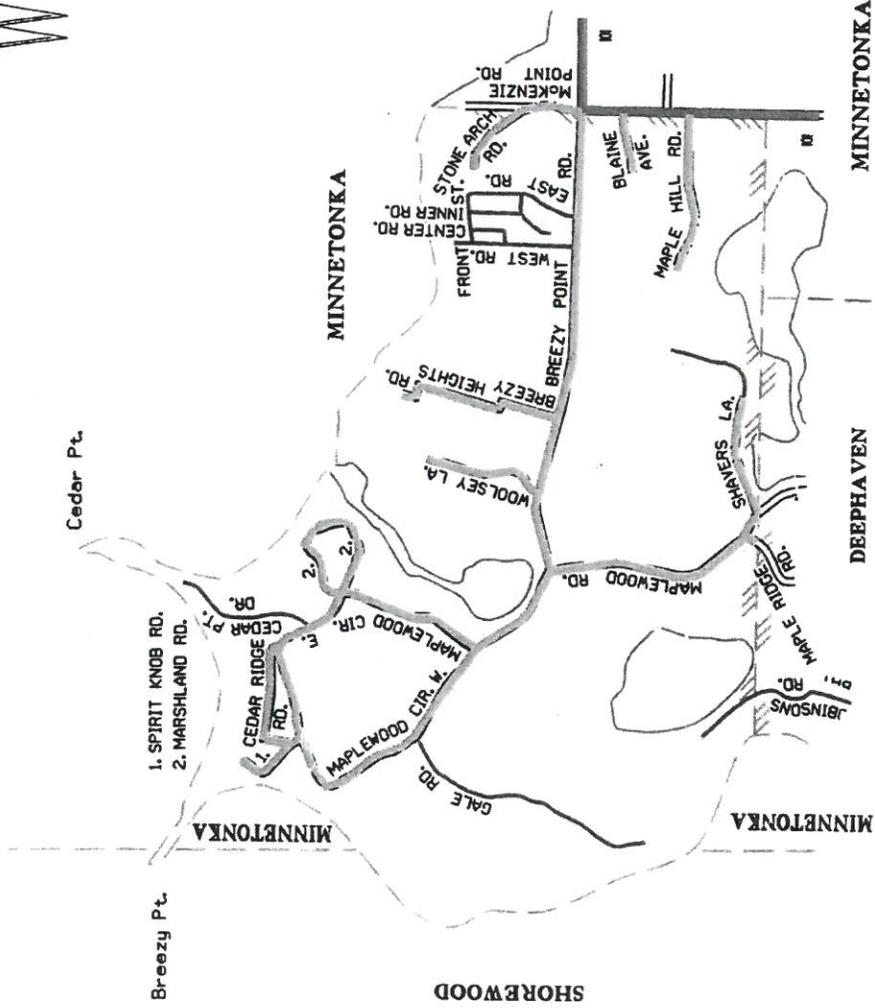
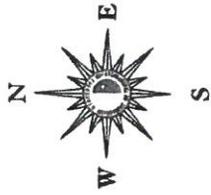
David P. Martini, P.E.
Principal Engineer

County-Aid System

March, 2015

WOODLAND

HENNEPIN COUNTY
2013 POP. 451



LEGEND

- Municipal Limits
- County Aid
- Existing County or State Road
- Private Road

CONTRACTOR'S PAY REQUEST NO. 1
2015 STREET IMPROVEMENTS
CITY OF WOODLAND
BMI PROJECT NO. C13.109528

CONTRACTOR
OWNER
ENGINEER

TOTAL ORIGINAL CONTRACT AMOUNT.....	\$72,508.05
TOTAL, COMPLETED WORK TO DATE.....	\$ 75,243.43
TOTAL, STORED MATERIALS TO DATE.....	\$ -
DEDUCTION FOR STORED MATERIALS USED IN WORK COMPLETED.....	\$ -
TOTAL, COMPLETED WORK & STORED MATERIALS.....	\$ 75,243.43
RETAINED PERCENTAGE (5%)	\$ 3,762.17
TOTAL AMOUNT OF OTHER DEDUCTIONS.....	\$ -
NET AMOUNT DUE TO CONTRACTOR TO DATE.....	\$ 71,481.26
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	\$ -
PAY CONTRACTOR AS ESTIMATE NO. 1	\$ 71,481.26

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 6/29/15

APPROVED FOR PAYMENT:
Owner: CITY OF WOODLAND

By _____
Name Title Date