



AGENDA OF THE REGULAR MEETING OF
THE CITY COUNCIL
CITY OF BIRCHWOOD VILLAGE
WASHINGTON COUNTY, MINNESOTA
April 14, 2015
7:00 P.M.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

OPEN PUBLIC FORUM

ANNOUNCEMENTS

PUBLIC HEARING - STORMWATER POLLUTION PREVENTION PROGRAM

CITY BUSINESS – CONSENT AGENDA

- A. Approval of Regular Meeting March 10, 2015 Minutes*
- B. Approval of Workshop Meeting April 6, 2015 Minutes*
- C. Resolution 2015-06, Hiring and Appointing Mike Anderson to Serve as City Treasurer*
- D. Resolution 2015-07, Approving Coverage for City Workers' Compensation Insurance Policy*
- E. Resolution 2015-08, Declining to Waive the Statutory Monetary Limits on Municipal Tort Liability Established by Minnesota Statutes 466.04*

CITY BUSINESS – REGULAR AGENDA

- A. Approval of Treasurer's Report*
- B. White Bear Lake Level Discussion
- C. City Attorney's Report

* Denotes items that have supporting documentation provided

D. City Administrator's Report

a. Spring Leaf Collection

ADJOURN

* Denotes items that have supporting documentation provided

**CITY OF BIRCHWOOD VILLAGE
REGULAR CITY COUNCIL MEETING
March 10, 2015**

MINUTES

MEMBERS PRESENT: Mayor Mary Wingfield; Councilmembers: Mark Anderson, Bill Hullsiek, Randy LaFoy, and Kevin Woolstencroft

STAFF PRESENT: Alan Kantrud, City Attorney; Chris Mickelson, City Administrator

OTHERS PRESENT: Tim Finnerty, Ramsey Washington Suburban Cable Commission; Martin Ludden, Comcast

Mayor Wingfield called the regular meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

AGENDA APPROVAL:

MOTION WAS MADE BY COUNCILMEMBER LAFOY AND SECONDED BY COUNCILMEMBER HULLSIEK TO APPROVE THE AGENDA AS PRESENTED. ALL AYES. MOTION PASSED.

OPEN PUBLIC FORUM:

No comments from the public were received.

ANNOUNCEMENTS:

Councilmember Hullsiek announced the spring Dock Association meeting will be taking place on March 22nd at City Hall.

CITY BUSINESS - CONSENT AGENDA

A. Approval of Regular Meeting February 10, 2015 Minutes

MOTION WAS MADE BY COUNCILMEMBER ANDERSON, SECONDED BY COUNCILMEMBER LAFOY TO APPROVE THE CONSENT AGENDA AS PRESENTED. ALL AYES. MOTION PASSED.

CITY BUSINESS - REGULAR AGENDA

A. Comcast Transfer Discussion

Tim Finnerty from the Ramsey Washington Suburban Cable Commission and Martin Ludden from Comcast provided the City Council with an overview of Comcast's proposed transfer of cable systems in this market to GreatLand Connections. Finnerty stated that the proposed transfer has the support of the Cable Commission and the approval of all municipalities that have heard and voted on the matter.

Councilmember Hullsiek asked if Xfinity WiFi and email services would be lost as of July 2018, if service centers will be impacted, and if channel offerings will be changed.

Tim Finnerty stated that channel offerings will not be changed as a part of this transfer. Xfinity brand services including WiFi will be transitioned to GreatLand's brand, with the hope that all services are comparable.

Martin Ludden stated domain names for email addresses will change as a part of the transfer. There are no plans currently to close service centers.

Councilmember LaFoy asked what would happen in the event that the merger is not successful.

Tim Finnerty stated that Comcast would continue to be the cable operator for the region if the transfer agreement was not successful.

Mayor Wingfield asked if the reimbursement program will continue.

Tim Finnerty stated that the reimbursement program will remain in effect.

MOTION WAS MADE BY COUNCILMEMBER LAFOY, SECONDED BY COUNCILMEMBER ANDERSON, TO APPROVE THE CABLE TRANSFER RESOLUTION AND AGREEMENT AS PRESENTED. ALL AYES. MOTION PASSED.

B. WBLCD Board Member Appointment

This matter was tabled. Discussion will be resumed at the July City Council meeting.

C. Approval of Treasurer's Report

MOTION WAS MADE BY COUNCILMEMBER LAFOY, SECONDED BY COUNCILMEMBER HULLSIEK TO APPROVE THE TREASURER'S REPORT AS PRESENTED. ALL AYES. MOTION PASSED.

D. Second Reading of Ordinance 2015-02-01, Amending Small Craft Storage Language in City Code

Mayor Wingfield asked if signs will be secured to canoe/kayak racks stating the changed policy.

Councilmember Anderson stated that 24 5.5" by 11.5" signs will be purchased for \$140.00.

MOTION WAS MADE BY COUNCILMEMBER LAFOY AND SECONDED BY COUNCILMEMBER HULLSIEK TO APPROVE THE SECOND READING OF ORDINANCE 2015-02-01 AS PRESENTED. ALL AYES. MOTION PASSED.

E. Second Reading of Ordinance 2015-02-02, Amending Fees for Small Craft Storage at Public Lake Tracts in the City of Birchwood Village Fee Schedule

MOTION WAS MADE BY COUNCILMEMBER LAFOY AND SECONDED BY COUNCILMEMBER HULLSIEK TO APPROVE SECOND READING OF ORDINANCE 2015-02-02 AS PRESENTED. ALL AYES. MOTION PASSED.

F. Tree Discussion

Mayor Wingfield provided the City Council with an overview of the tree planting plan for 2015. Trees are proposed to be planted in Tighe-Schmitz Park along Lake Avenue with a few additional trees to be planted on the top of the berm near the ice rink and warming house. Additionally, trees will be planted throughout the Birch Easement to replace various trees that have been removed in the past.

Councilmember LaFoy asked that a few trees be planted in Wildwood Park to replace the dead and dying birch trees which will be removed in the near future.

Councilmember Hullsiek stated that planting trees in that area should be done in conjunction with lift station upgrades so new trees do not get in the way of any lift station improvements.

Mayor Wingfield stated that planting four evergreen trees around City Hall is also being considered to replace trees and shrubs lost as a result of the sidewalk improvement.

MOTION WAS MADE BY COUNCILMEMBER LAFOY AND SECONDED BY MAYOR WINGFIELD TO AUTHORIZE AN EXPENSE NOT TO EXCEED \$1000.00 TO FUND THE CITY'S REFORESTATION PLAN. ALL AYES. MOTION PASSED.

G. Kay Beach Dock Discussion

Councilmember Anderson stated that purchasing a used dock for Kay Beach was considered, however, no appropriately sized used docks could be located. White Bear Lift & Dock would be able to construct an appropriately sized new dock for the City at approximately the cost approved at the previous Council meeting.

MOTION WAS MADE BY COUNCILMEMBER WOOLSTENCROFT, SECONDED BY COUNCILMEMBER HULLSIEK TO AUTHORIZE THE PURCHASE OF A NEW DOCK FROM WHITE BEAR DOCK & LIFT FOR AN AMOUNT NOT TO EXCEED \$7500.00. ALL AYES. MOTION PASSED.

H. Set Joint Workshop Between Birchwood City Council and Birchwood Parks Commission

A joint workshop date of April 6, 2015 starting at 6:30 p.m. was scheduled. The meeting will take place in the Council Chambers at City Hall.

I. City Administrator's Report

a. Discuss Bids for Spring Leaf Collection

City Administrator Mickelson stated that four bids were received from local contractors for spring leaf collection services. All bids are competitive and similar, with the exception of H & B Services' proposed \$22.00 per residence charge.

Mayor Wingfield stated that the flat fee of \$22.00 removes any guess work on behalf of the City. The arrangement could function like garbage collection, where the contractor bills the residents directly.

MOTION WAS MADE BY COUNCILMEMBER LAFOY, SECONDED BY COUNCILMEMBER HULLSIEK TO APPROVE H&B SERVICES FOR SPRING LEAF COLLECTION. ALL AYES. MOTION PASSED.

J. City Attorney's Report

The meeting was closed as permitted by attorney-client privilege (section 13D.05).

ADJOURN

MOTION WAS MADE BY COUNCILMEMBER WOOLSTENCROFT, SECONDED BY COUNCILMEMBER LAFOY TO ADJOURN THE MEETING. ALL AYES. MOTION PASSED. MEETING ADJOURNED AT 7:25 P.M.

Mary Wingfield
Mayor

ATTEST:

Chris Mickelson
City Administrator-Clerk

**CITY OF BIRCHWOOD VILLAGE
JOINT CITY COUNCIL/PARKS COMMISSION WORKSHOP
April 6, 2015**

MINUTES

MEMBERS PRESENT: Mayor Mary Wingfield, Councilmember Randy LaFoy, Parks Commission Chair John Lund, Parks Commission Members Debbie Harrod, John McCormick, Kelly Paradise, Carleen Corliss, and Sarah Nephew

STAFF PRESENT: Chris Mickelson, City Administrator

The group convened at 6:30 p.m.

WORKSHOP AGENDA

A. Proposed Bell Tower Structure for City Hall

The concept of incorporating the City's historic early warning bell into a community amenity was discussed. The Parks Commission will be discussing this matter further at their next meeting. Ideas generated at this meeting will be brought before the City Council.

B. Renaming of Nordling Park

Renaming Nordling Park was discussed as a possible Parks Commission project as this park was never formally named, and the City received no park dedication money on behalf of the Nordling Park name. The Parks Commission will discuss this matter further and will bring suggestions before the City Council.

C. Installation of Dog Waste Stations in City Parks

The Council and Parks Commission discussed incorporating bird house style containers to hold bags for dog waste cleanup in City parks. The Parks Commission will discuss this matter further with the goal of implementation this summer.

D. Review of Signs/Hours for Parks/Beaches and Determine Uniform Hours

The group discussed the issue of posted signs incorrectly stating park open hours as well as various signs stating different times parks are open. This matter will be pursued further by the Parks Commission and recommendations will be brought before the City Council.

E. Organize Spring Clean Up of Litter Along Hall/Cedar

It was determined by the group that this matter would be better served through the City's Roads Commission.

F. Organize Buckthorn Removal at Bloomquist Park

The group discussed cleaning up Bloomquist Park by removing all buckthorn in the area. The Parks Commission will pursue organizing a cleanup event.

G. Maintenance of Rain Gardens at Easements

The matter of maintaining rain gardens at the City's easements was discussed. No immediate action will be taken, however, this matter will continue to be monitored.

H. 2015 Music in the Park

The group discussed 2015 Music in the Park. The group was comfortable with Al Mitchell organizing the events this summer.

ADJOURN:

The joint City Council/Parks Commission Workshop was adjourned at 7:30 p.m.

Mayor Mary Wingfield

ATTEST:

Chris Mickelson
City Administrator-Clerk

RESOLUTION 2015-06

**CITY OF BIRCHWOOD VILLAGE
WASHINGTON COUNTY, MINNESOTA**

**APPROVING THE HIRING AND APPOINTMENT OF MIKE ANDERSON AS
CITY TREASURER, EFFECTIVE APRIL 15, 2015.**

At a regular meeting of the City Council of the City of Birchwood Village held on Tuesday, April 14, 2015, at Birchwood City Hall, 207 Birchwood Avenue, Birchwood, Minnesota, with the following members present: Mayor Mary Wingfield, Councilmembers Mark Anderson, Bill Hullsiek, Randy LaFoy, and Kevin Woolstencroft, and the following absent: none, the Birchwood City Council resolved:

WHEREAS, The City of Birchwood Village will employ Mike Anderson as City Treasurer for 20 hours/month; and

WHEREAS, The City of Birchwood Village will compensate Mike Anderson at a rate of pay of \$20.00/hour

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Birchwood Village hereby approves the hiring and appointment of Mike Anderson as City Treasurer, effective April 15, 2015.

Voting in Favor:

Voting Against:

Resolution duly seconded and passed this 14th day of April, 2015.

Mary Wingfield, Mayor

Attest:

Chris Mickelson
City Administrator-Clerk

RESOLUTION 2015-07

**CITY OF BIRCHWOOD VILLAGE
WASHINGTON COUNTY, MINNESOTA**

**APPROVING COVERAGE FOR CITY WORKERS' COMPENSATION
INSURANCE POLICY**

At a regular meeting of the City Council of the City of Birchwood Village held on Tuesday, April 14, 2015, at Birchwood City Hall, 207 Birchwood Avenue, Birchwood, Minnesota, with the following members present: Mayor Mary Wingfield, Councilmembers Mark Anderson, Bill Hullsiek, Randy LaFoy, and Kevin Woolstencroft, and the following absent: none, the Birchwood City Council resolved:

WHEREAS, the City of Birchwood Village has workers' compensation insurance coverage through the League of Minnesota Cities; and,

WHEREAS, the City's workers' compensation insurance policy must be renewed on June 12, 2015.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Birchwood Village, pursuant to Minnesota Statute 176.011, subd. 9(6), the Minnesota Workers' Compensation Act, members of the following groups are included in the City's worker's compensation coverage:

1. Members of the Birchwood City Council;
2. Members of all Birchwood advisory commissions; and,
3. Volunteers working for the City of Birchwood Village.

Voting in Favor:

Voting Against:

Resolution duly seconded and passed this 14th day of April, 2015.

Mary Wingfield, Mayor

Attest:

Chris Mickelson
City Administrator-Clerk

RESOLUTION 2015-08

**CITY OF BIRCHWOOD VILLAGE
WASHINGTON COUNTY, MINNESOTA**

**A Resolution Declining to Waive the Statutory Monetary Limits on Municipal Tort
Liability Established by Minnesota Statute 466.04**

At a regular meeting of the City Council of the City of Birchwood Village held on Tuesday, April 14, 2015, at Birchwood City Hall, 207 Birchwood Avenue, Birchwood, Minnesota, with the following members present: Mayor Mary Wingfield, Councilmembers Mark Anderson, Bill Hullsiek, Randy LaFoy, and Kevin Woolstencroft, and the following absent: none, the Birchwood City Council resolved:

WHEREAS, cities obtaining liability coverage from the League of Minnesota Cities Insurance Trust must decide whether or not to waive the statutory tort liability limits to the extent of coverage purchased.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Birchwood Village hereby does not waive the monetary limits on municipal tort liability established by Minnesota Statute 466.04.

Voting in Favor:

Voting Against:

Resolution duly seconded and passed this 14th day of April, 2015.

Mary Wingfield
Mayor

Attest:

Chris Mickelson
City Administrator-Clerk



CONNECTING & INNOVATING
SINCE 1913

LIABILITY COVERAGE – WAIVER FORM

LMCIT members purchasing coverage must complete and return this form to LMCIT before the effective date of the coverage. Please return the completed form to your underwriter or email to pstech@lmc.org

This decision must be made by the member's governing body every year. You may also wish to discuss these issues with your attorney.

League of Minnesota Cities Insurance Trust (LMCIT) members that obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits apply regardless of whether the city purchases the optional excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could potentially recover up to \$2,000,000 for a single occurrence. (Under this option, the tort cap liability limits are waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2 million.) The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

_____ selects liability coverage limits of \$_____ from the League of Minnesota Cities Insurance Trust (LMCIT).

Check one:

- The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04.
- The member **WAIVES** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04 to the extent of the limits of the liability coverage obtained from LMCIT.

Date of city council/governing body meeting _____

Signature _____

Position _____

As of 04/10/2015
 Fiscal Year:2015

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursements</u>	<u>Ending Balance</u>
General Fund	\$557,778.13	\$8,699.47	\$91,955.63	\$474,521.97
Special Rev Projects	\$15,468.65	\$1,199.95	\$10,164.00	\$6,504.60
Spec Rev - Warm House	\$0.00	\$0.00	\$0.00	\$0.00
Sewer 2004 Bonds	\$9,444.86	\$1,222.43	\$7,179.94	\$3,487.35
Birchwood In Re-hab Bond	\$1,157.24	\$0.00	\$1,157.24	\$0.00
Sewer Re-hab 2008 Debt	(\$7,179.94)	\$7,179.94	\$0.00	\$0.00
Cap Project - PW	\$3,758.91	\$0.00	\$0.00	\$3,758.91
Water Enterprise Fund	(\$7,070.08)	\$14,289.18	\$13,094.01	(\$5,874.91)
Sewer Enterprise Fund	\$72,748.17	\$27,192.61	\$46,312.05	\$53,628.73
Sewer Infrastructure	\$30,000.00	\$0.00	\$26,155.00	\$3,845.00
Total	\$676,105.94	\$59,783.58	\$196,017.87	\$539,871.65

Fund Name: All Funds
Date Range: 03/07/2015 to 04/10/2015

<u>Date</u>	<u>Remitter</u>	<u>Description</u>	<u>Receipt #</u>	<u>Total</u>	<u>Account #</u>	<u>Amount</u>
03/11/2015	Residents - via St Anthony Village	U/B 03/11/15	1414	\$1,803.80	100-32270	\$35.00
					601-34110	\$526.40
					601-34170	\$25.44
					605-34190	\$1,216.96
03/13/2015	Residents - via St Anthony Village	U/B 03/13/15	1417	\$3,029.59	100-32270	\$70.00
					601-34110	\$890.79
					601-34170	\$39.75
					605-34190	\$2,029.05
03/17/2015	Residents - via St Anthony Village	U/B 03/17/15	1416	\$3,476.11	100-32270	\$70.00
					601-34110	\$923.03
					601-34170	\$7.40
					601-34170	\$51.79
					605-34160	\$20.96
					605-34190	\$2,402.93
03/19/2015	Residents - via St Anthony Village	U/B 03/19/15	1419	\$2,428.29	100-32250	\$25.00
					100-32270	\$175.00
					601-34110	\$642.98
					601-34160	\$1.55
					601-34170	\$27.13
					605-34170	\$1.96
					605-34190	\$1,554.67
03/24/2015	Residents - via St Anthony Village	U/B 03/24/15	1418	\$4,802.90	100-32250	\$50.00
					100-32270	\$105.00
					601-34110	\$1,561.42
					601-34160	\$15.60
					601-34170	\$60.44
					605-34160	\$14.23
					605-34190	\$2,996.21
03/25/2015	Felt, J	Kayak/Canoe Permit	1399	\$10.00	100-32220	\$10.00
03/25/2015	Ruehle, Gene	Kayak/Canoe Permit	1400	\$10.00	100-32220	\$10.00
03/25/2015	Cavanor, Katherine	Kayak/Canoe Permit	1401	\$10.00	100-32220	\$10.00
03/25/2015	Malles, R	Kayak/Canoe Permit	1402	\$10.00	100-32220	\$10.00
03/25/2015	Lund, John	Kayak/Canoe Permit	1403	\$10.00	100-32220	\$10.00
03/25/2015	Simmons, Mary	Kayak/Canoe Permit	1404	\$10.00	100-32220	\$10.00
03/25/2015	Greene Construction	Building Permit	1405	\$70.05	100-32210	\$70.05
03/25/2015	Johnson, Van	Building Permit	1406	\$162.46	100-32210	\$162.46
03/25/2015	Hagan, Karen	Building Permit	1407	\$445.26	100-32210	\$445.26
03/25/2015	Apollo Heating & Air	Building Permit	1408	\$65.00	100-32210	\$65.00
03/27/2015	Residents - via St Anthony Village	U/B 03/27/15	1413	\$2,209.93	601-34110	\$692.82
					601-34170	\$27.03
					605-34190	\$1,490.08
04/01/2015	Klimp, Dana	Kayak/Canoe Permit	1409	\$10.00	100-32220	\$10.00

City of Birchwood Village**Receipts Register****04/10/2015**

<u>Date</u>	<u>Remitter</u>	<u>Description</u>	<u>Receipt #</u>	<u>Total</u>	<u>Account #</u>	<u>Amount</u>
04/01/2015	Will, Ryan	Dog Licenses	1410	\$15.00	100-32240	\$15.00
04/01/2015	Ebbott, Michael	Hall Rental	1411	\$25.00	100-34101	\$25.00
04/01/2015	Geisenheyner, Timothy	Hall Rental	1412	\$25.00	100-34101	\$25.00
04/10/2015	Gagnon, Sarah	Canoe/Kayak Permit	1420	\$10.00	100-32220	\$10.00
04/10/2015	Rush, Steve	(2) Canoe/Kayak Permits	1421	\$20.00	100-32220	\$20.00
04/10/2015	Wittenberg, Lease	(2) Canoe/Kayak Permits	1422	\$20.00	100-32220	\$20.00
Total For Period				\$18,678.39		
Total Year To Date				\$59,783.58		

Fund Name: All Funds
Date Range: 03/07/2015 to 04/10/2015

<u>Date</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Check #</u>	<u>Total</u>	<u>Account #</u>	<u>Amount</u>
03/12/2015	White Bear Lift & Dock	Kay Beach Dock - Down Payment	28732	\$3,500.00	210-49200-999	\$3,500.00
03/13/2015	Payroll Period Ending 03/13/2015		28733	\$62.33	100-45200-100	\$62.33
03/13/2015	Payroll Period Ending 03/13/2015		28734	\$294.49	100-45200-100	\$294.49
03/13/2015	Payroll Period Ending 03/13/2015		28735	\$186.77	100-45200-100	\$186.77
03/13/2015	Payroll Period Ending 03/13/2015		28736	\$1,838.83	100-41400-100	\$1,838.83
03/13/2015	Payroll Period Ending 03/13/2015		28737	\$109.82	100-45200-100	\$109.82
03/13/2015	Payroll Period Ending 03/13/2015		28738	\$234.85	100-45200-100	\$234.85
03/17/2015	Dabruzzi, Anthony	Dog License Refund	28739	\$5.00	100-49200-810	\$5.00
03/20/2015	PERA	Staff Retirement (3/13/15)	EFT032015	\$274.40	100-41400-121	\$274.40
03/27/2015	Payroll Period Ending 03/27/2015		28740	\$1,505.92	100-41400-100	\$1,505.92
04/01/2015	Ronnan, Kenny	Mar 2015 (2 Hours)	28741	\$45.00	100-41950-305	\$45.00
04/01/2015	Manship Plumbing & Heating Inc	Monthly Standby/Locates/Sprin g Hydrant Flushing	28742	\$2,350.00	601-43180-305	\$2,350.00
04/01/2015	Press Publications	Legal Notice Publications	28743	\$267.75	100-41130-351	\$122.40
					100-41130-351	\$91.80
					100-41130-351	\$53.55
04/01/2015	TSE, INC	City Hall Janitorial Services 03/05/2015 & 03/19/2015	28744	\$42.00	100-41940-305	\$21.00
					100-41940-305	\$21.00
04/01/2015	White Bear Lake Fireworks Fund	Annual Contribution - 2015	28745	\$200.00	100-45100-433	\$200.00
04/01/2015	Birch Lawn Maintenance	Snow Plow Services (3/3/15 & 3/23/15)	28746	\$765.00	100-43125-305	\$585.00
					100-43125-305	\$180.00
04/01/2015	City of White Bear Lake	Lift Station Maintenance & Inspections (01/2015)	28747	\$972.40	605-43190-305	\$972.40
04/01/2015	City of Roseville	Mar 2015 IT/Phone Services	28748	\$404.88	100-41955-305	\$340.33
					100-41955-305	\$64.55
04/01/2015	Payroll Period Ending 04/01/2015		28749	\$184.70	100-41400-100	\$184.70
04/01/2015	PERA	Staff Retirement (3/30/15)	EFT0401.1	\$274.40	100-41400-121	\$274.40

City of Birchwood Village

Disbursements Register

04/10/2015

<u>Date</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Check #</u>	<u>Total</u>	<u>Account #</u>	<u>Amount</u>
04/01/2015	Xcel Energy	Electric for Street Lights	EFT0401.2	\$1,227.18	100-43160-380	\$1,227.18
04/01/2015	Xcel Energy	Electric for lift stations/City Hall/Warming House	EFT0401.3	\$995.89	100-41940-380	\$326.81
					100-45200-380	\$81.00
					605-43190-380	\$588.08
04/08/2015	City of White Bear Lake	Quartly Water Supply	28750	\$6,727.92	601-43180-215	\$6,727.92
04/08/2015	Xcel Energy	Street Lights (3/3/15-4/2/15)	28751	\$1,218.03	100-43160-380	\$1,218.03
04/08/2015	Companion Animal Control LLC	Animal Control - 1st Qtr 2015	28752	\$150.00	100-42810-305	\$150.00
04/08/2015	Metropolitan Council Env. Service	Wastewater Service April 2015	28753	\$3,777.92	605-43190-217	\$3,777.92
04/08/2015	Steve Dean Tree Trimming	Remove Box Elder/Pine Tree & Misc	28754	\$1,180.00	100-43135-305	\$1,180.00
04/08/2015	Schwaab, Inc.	Canoe/Kayak Stickers	28755	\$107.93	100-41420-200	\$107.93
04/08/2015	Washington County	Snow/Salt Ice Control	28756	\$217.27	100-43125-210	\$217.27
04/08/2015	General Repair Service	Parts for Lift Station Pumps	28757	\$315.84	605-43190-210	\$315.84
04/08/2015	City of Roseville	Mar 2015 IT/Phone Services	28758	\$404.88	100-41955-305	\$64.55
					100-41955-305	\$340.33
04/08/2015	SL - serco	Meter Read/Repairs	28759	\$530.00	601-43180-305	\$310.00
					605-43190-305	\$220.00
04/08/2015	Gopher State One Call	Locates (9 Tickets)	28760	\$11.60	100-42805-305	\$11.60
04/08/2015	General Repair Service	Oil for lift station pumps	28761	\$10.92	605-43190-210	\$10.92
04/08/2015	Washington County	Truth in Taxation	28762	\$90.23	100-41130-351	\$90.23
04/08/2015	Thatcher Engineering, Inc	Participation in meeting	28763	\$176.25	100-41650-300	\$176.25
04/08/2015	White Bear Township	Lift Station Checks/Generator Coordination	28766	\$1,481.26	605-43190-305	\$1,481.26
04/08/2015	White Bear Township	Lift Station Check/Garbage Bag in pump/repair	28767	\$2,380.90	605-43190-305	\$2,380.90
04/08/2015	White Bear Township	Maintenance/Generat or check/communication fail/clean all stations	28768	\$7,649.80	605-43190-305	\$7,649.80
04/10/2015	Payroll Period Ending 04/10/2015		28770	\$1,838.83	100-41400-100	\$1,838.83
04/10/2015	TSE, INC	City Hall Janitorial Services 4/2/15	28771	\$21.00	100-41940-305	\$21.00
04/10/2015	Lund, John	Emergency Tree Removal (3/25/15)	28772	\$25.00	100-43135-305	\$25.00

City of Birchwood Village**Disbursements Register****04/10/2015**

<u>Date</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Check #</u>	<u>Total</u>	<u>Account #</u>	<u>Amount</u>
04/10/2015	MN Dept of Labor and Industry	Mn Bldg Permit Surcharge 1st Qtr 2015 - 22171163025	28773	\$23.92	100-42401-430	\$23.92
04/10/2015	PERA	Staff Retirement (4/10/15)	EFT41015	\$274.40	100-41400-121	\$274.40
Total For Period				\$44,355.51		
Total Year To Date				\$196,017.87		

As of 12/31/2015

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
General Property Taxes	\$0.00	\$1,661.21	\$1,661.21
Total Acct 310	\$0.00	\$1,661.21	\$1,661.21
Building Permits	\$0.00	\$1,517.70	\$1,517.70
Kayak/Canoe Permit	\$0.00	\$120.00	\$120.00
Dog Licenses	\$0.00	\$30.00	\$30.00
Spring Leaf Collection	\$0.00	\$2,370.83	\$2,370.83
Dock Assn Transfer	\$0.00	\$455.00	\$455.00
Total Acct 322	\$0.00	\$4,493.53	\$4,493.53
City Hall and Garage Rent	\$0.00	\$75.00	\$75.00
Total Acct 341	\$0.00	\$75.00	\$75.00
Fines	\$0.00	\$33.33	\$33.33
Total Acct 351	\$0.00	\$33.33	\$33.33
Miscellaneous	\$0.00	\$55.00	\$55.00
Total Acct 361	\$0.00	\$55.00	\$55.00
Interest Earnings	\$0.00	\$174.40	\$174.40
Contrib. and Donations-Private	\$0.00	\$150.00	\$150.00
Refund-Reimbursemnt-Dividend	\$0.00	\$2,057.00	\$2,057.00
Total Acct 362	\$0.00	\$2,381.40	\$2,381.40
Total Revenues	\$0.00	\$8,699.47	\$8,699.47
Other Financing Sources:			
Sale of Investments		\$0.00	
Transfers from other Funds		\$0.00	
Disbursements:			
Publishing	\$0.00	\$608.63	(\$608.63)
Total Acct 411	\$0.00	\$608.63	(\$608.63)
City Council	\$0.00	\$5,047.51	(\$5,047.51)
Total Acct 413	\$0.00	\$5,047.51	(\$5,047.51)
Clerk - Treasurer	\$0.00	\$19,569.14	(\$19,569.14)
Elections	\$0.00	\$300.00	(\$300.00)
Office Operations/Supplies	\$0.00	\$171.36	(\$171.36)
Postage/Postal Permits	\$0.00	\$439.92	(\$439.92)
Total Acct 414	\$0.00	\$20,480.42	(\$20,480.42)
Engineer Service	\$0.00	\$1,356.25	(\$1,356.25)
Total Acct 416	\$0.00	\$1,356.25	(\$1,356.25)
Grants	\$0.00	\$817.50	(\$817.50)
City Training and Development	\$0.00	\$991.00	(\$991.00)
City Hall-Gov't Buildings	\$0.00	\$1,521.34	(\$1,521.34)
Cable Eqpmt and Service	\$0.00	\$135.00	(\$135.00)
Phone/IT	\$0.00	\$1,619.52	(\$1,619.52)
Total Acct 419	\$0.00	\$5,084.36	(\$5,084.36)

City of Birchwood Village Financial Report by Account Number (YTD)

04/10/2015

Police	\$0.00	\$24,314.98	(\$24,314.98)
Total Acct 421	\$0.00	\$24,314.98	(\$24,314.98)
Fire	\$0.00	\$4,503.09	(\$4,503.09)
Total Acct 422	\$0.00	\$4,503.09	(\$4,503.09)
Building Inspection	\$0.00	\$1,544.87	(\$1,544.87)
Total Acct 424	\$0.00	\$1,544.87	(\$1,544.87)
Other Protection	\$0.00	\$68.38	(\$68.38)
Utility Locates	\$0.00	\$130.55	(\$130.55)
Animal Control	\$0.00	\$250.00	(\$250.00)
Total Acct 428	\$0.00	\$448.93	(\$448.93)
Streets and Road Mntnc	\$0.00	\$4,495.00	(\$4,495.00)
Ice and Snow Removal	\$0.00	\$5,952.85	(\$5,952.85)
Tree Removal	\$0.00	\$1,590.00	(\$1,590.00)
Street Lights	\$0.00	\$6,194.56	(\$6,194.56)
Total Acct 431	\$0.00	\$18,232.41	(\$18,232.41)
Recycle	\$0.00	\$3,312.00	(\$3,312.00)
Total Acct 433	\$0.00	\$3,312.00	(\$3,312.00)
Recreation	\$0.00	\$200.00	(\$200.00)
Total Acct 451	\$0.00	\$200.00	(\$200.00)
Parks	\$0.00	\$6,817.18	(\$6,817.18)
Total Acct 452	\$0.00	\$6,817.18	(\$6,817.18)
Unallocated Expenditures	\$0.00	\$5.00	(\$5.00)
Total Acct 492	\$0.00	\$5.00	(\$5.00)
Total Disbursements	\$0.00	\$91,955.63	(\$91,955.63)
Other Financing Uses:			
Purchase of Investments		\$0.00	
Transfers to other Funds		\$0.00	
Beginning Cash Balance		\$557,778.13	
Cash Balance as of 12/31/2015		\$474,521.97	

City of Birchwood Village Budget Financial Report by Account Number (YTD)

04/10/2015

As of 12/31/2015

Special Rev Projects	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
Dock/Lift Permit Fee	\$0.00	\$1,199.95	\$1,199.95
Total Acct 322	\$0.00	\$1,199.95	\$1,199.95
Total Revenues	\$0.00	\$1,199.95	\$1,199.95
Other Financing Sources:			
Sale of Investments		\$0.00	
Transfers from other Funds		\$0.00	
Disbursements:			
Unallocated Expenditures	\$0.00	\$10,164.00	(\$10,164.00)
Total Acct 492	\$0.00	\$10,164.00	(\$10,164.00)
Total Disbursements	\$0.00	\$10,164.00	(\$10,164.00)
Other Financing Uses:			
Purchase of Investments		\$0.00	
Transfers to other Funds		\$0.00	
Beginning Cash Balance		\$15,468.65	
Cash Balance as of 12/31/2015		\$6,504.60	

City of Birchwood Village Interim Financial Report by Account Number (YTD)

04/10/2015

As of 12/31/2015

Spec Rev - Warm House	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
Total Revenues	\$0.00	\$0.00	\$0.00
Other Financing Sources:			
Sale of Investments		\$0.00	
Transfers from other Funds		\$0.00	
Disbursements:			
Total Disbursements	\$0.00	\$0.00	\$0.00
Other Financing Uses:			
Purchase of Investments		\$0.00	
Transfers to other Funds		\$0.00	
Beginning Cash Balance		\$0.00	
Cash Balance as of 12/31/2015		\$0.00	

As of 12/31/2015

Sewer 2004 Bonds	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
Sewer Re-hab A and B	\$0.00	\$65.19	\$65.19
Total Acct 361	\$0.00	\$65.19	\$65.19
Total Revenues	\$0.00	\$65.19	\$65.19
Other Financing Sources:			
Sale of Investments		\$0.00	
Transfers from other Funds		\$1,157.24	
Disbursements:			
Total Disbursements	\$0.00	\$0.00	\$0.00
Other Financing Uses:			
Purchase of Investments		\$0.00	
Transfers to other Funds		\$7,179.94	
Beginning Cash Balance		\$9,444.86	
Cash Balance as of 12/31/2015		\$3,487.35	

As of 12/31/2015

Birchwood In Re-hab Bond	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
Total Revenues	\$0.00	\$0.00	\$0.00
Other Financing Sources:			
Sale of Investments		\$0.00	
Transfers from other Funds		\$0.00	
Disbursements:			
Total Disbursements	\$0.00	\$0.00	\$0.00
Other Financing Uses:			
Purchase of Investments		\$0.00	
Transfers to other Funds		\$1,157.24	
Beginning Cash Balance		\$1,157.24	
Cash Balance as of 12/31/2015		\$0.00	

City of Birchwood Village Interim Financial Report by Account Number (YTD)

04/10/2015

As of 12/31/2015

Sewer Re-hab 2008 Debt	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
Total Revenues	\$0.00	\$0.00	\$0.00
Other Financing Sources:			
Sale of Investments		\$0.00	
Transfers from other Funds		\$7,179.94	
Disbursements:			
Total Disbursements	\$0.00	\$0.00	\$0.00
Other Financing Uses:			
Purchase of Investments		\$0.00	
Transfers to other Funds		\$0.00	
Beginning Cash Balance		(\$7,179.94)	
Cash Balance as of 12/31/2015		\$0.00	

City of Birchwood Village Regular Financial Report by Account Number (YTD)

04/10/2015

As of 12/31/2015

Cap Project - PW

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
Total Revenues	\$0.00	\$0.00	\$0.00
Other Financing Sources:			
Sale of Investments		\$0.00	
Transfers from other Funds		\$0.00	
Disbursements:			
Total Disbursements	\$0.00	\$0.00	\$0.00
Other Financing Uses:			
Purchase of Investments		\$0.00	
Transfers to other Funds		\$0.00	
Beginning Cash Balance		\$3,758.91	
Cash Balance as of 12/31/2015		\$3,758.91	

City of Birchwood Village Financial Report by Account Number (YTD)

04/10/2015

As of 12/31/2015

Water Enterprise Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
Water Fee	\$0.00	\$13,697.51	\$13,697.51
Penalty - Late Water/Sewer	\$0.00	\$58.53	\$58.53
State and Misc fees	\$0.00	\$533.14	\$533.14
Total Acct 341	\$0.00	\$14,289.18	\$14,289.18
Total Revenues	\$0.00	\$14,289.18	\$14,289.18
Other Financing Sources:			
Sale of Investments		\$0.00	
Transfers from other Funds		\$0.00	
Disbursements:			
Financial Administration	\$0.00	\$906.44	(\$906.44)
Total Acct 415	\$0.00	\$906.44	(\$906.44)
Utility Locates	\$0.00	\$10.15	(\$10.15)
Total Acct 428	\$0.00	\$10.15	(\$10.15)
Water Utility	\$0.00	\$12,177.42	(\$12,177.42)
Total Acct 431	\$0.00	\$12,177.42	(\$12,177.42)
Total Disbursements	\$0.00	\$13,094.01	(\$13,094.01)
Other Financing Uses:			
Purchase of Investments		\$0.00	
Transfers to other Funds		\$0.00	
Beginning Cash Balance		(\$7,070.08)	
Cash Balance as of 12/31/2015		(\$5,874.91)	

As of 12/31/2015

Sewer Enterprise Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
Penalty - Late Water/Sewer	\$0.00	\$104.66	\$104.66
State and Misc fees	\$0.00	\$1.96	\$1.96
Sewer Fee	\$0.00	\$27,085.99	\$27,085.99
Total Acct 341	\$0.00	\$27,192.61	\$27,192.61
Total Revenues	\$0.00	\$27,192.61	\$27,192.61
Other Financing Sources:			
Sale of Investments		\$0.00	
Transfers from other Funds		\$0.00	
Disbursements:			
Financial Administration	\$0.00	\$906.44	(\$906.44)
Total Acct 415	\$0.00	\$906.44	(\$906.44)
Sewer Utility	\$0.00	\$45,405.61	(\$45,405.61)
Total Acct 431	\$0.00	\$45,405.61	(\$45,405.61)
Total Disbursements	\$0.00	\$46,312.05	(\$46,312.05)
Other Financing Uses:			
Purchase of Investments		\$0.00	
Transfers to other Funds		\$0.00	
Beginning Cash Balance		\$72,748.17	
Cash Balance as of 12/31/2015		\$53,628.73	

As of 12/31/2015

Sewer Infrastructure	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
Total Revenues	\$0.00	\$0.00	\$0.00
Other Financing Sources:			
Sale of Investments		\$0.00	
Transfers from other Funds		\$0.00	
Disbursements:			
Sewer Utility	\$0.00	\$26,155.00	(\$26,155.00)
Total Acct 431	\$0.00	\$26,155.00	(\$26,155.00)
Total Disbursements	\$0.00	\$26,155.00	(\$26,155.00)
Other Financing Uses:			
Purchase of Investments		\$0.00	
Transfers to other Funds		\$0.00	
Beginning Cash Balance		\$30,000.00	
Cash Balance as of 12/31/2015		\$3,845.00	