



AGENDA OF THE REGULAR MEETING OF
THE CITY COUNCIL
CITY OF BIRCHWOOD VILLAGE
WASHINGTON COUNTY, MINNESOTA
May 12, 2015
7:00 P.M.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

OPEN PUBLIC FORUM

ANNOUNCEMENTS

CITY BUSINESS – CONSENT AGENDA

- A. Approval of Regular Meeting April 14, 2015 Minutes*
- B. Resolution 2015-09, Authorizing Persons of Legal Age to Possess and Consume Beer and Wine during 2015 Music in the Park Summer Evening Concerts*

CITY BUSINESS – REGULAR AGENDA

- A. Approval of Treasurer's Report*
- B. Canoe/Kayak Rack Discussion
- C. 2015 Capital Improvements for Consideration*
- D. City Administrator's Report
- E. City Attorney's Report

ADJOURN

* Denotes items that have supporting documentation provided

**CITY OF BIRCHWOOD VILLAGE
REGULAR CITY COUNCIL MEETING
April 14, 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; Mike Anderson, City Treasurer

OTHERS PRESENT: Marion Johnson, 237 Wildwood Ave; Mary Hauser, 616 Hall Ave

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 ANDERSON TO APPROVE THE AGENDA AS PRESENTED. ALL AYES. MOTION PASSED.

OPEN PUBLIC FORUM:

Marion Johnson and Mary Hauser presented information to the City Council regarding Lyme disease awareness and prevention.

ANNOUNCEMENTS:

Councilmember LaFoy stated the plant exchange will take place on Saturday, June 6th and the citywide garage sale will take place on Saturday, June 13th.

Councilmember Anderson stated that any extra plants could be planted around City Hall.

PUBLIC HEARING - STORMWATER POLLUTION PREVENTION PROGRAM

Mayor Wingfield stated the City is required to submit an application each year to the Minnesota Pollution Control Agency that documents how the City is managing its stormwater runoff. Receiving comments from the public is a component of the annual renewal process.

The public hearing for the City of Birchwood Village's Stormwater Pollution Prevention Program was opened at 7:10 p.m.

No comments from the public were received.

MOTION WAS MADE BY COUNCILMEMBER WOOLSTENCROFT AND SECONDED BY COUNCILMEMBER ANDERSON TO CLOSE THE PUBLIC HEARING. ALL AYES. MOTION PASSED.

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

Mayor Wingfield requested to remove Item C from the Consent Agenda.

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

Consent Agenda Item C. Resolution 2015-06, Hiring and Appointing Mike Anderson to Serve as City Treasurer

City Administrator Mickelson stated that the City's previous Treasurer Jason Foutz was recently hired to serve as the City of Oakdale's Assistant City Administrator. To satisfy the requirements of the Office of the State Auditor, the City is required to have separate Clerk and Treasurer positions, which requires the City to hire someone to fill the open Treasurer position.

City Treasurer Anderson introduced himself to the City Council.

Mayor Wingfield asked if this continues the management fellowship program put in place by Councilmembers Donovan and LaFoy and Oakdale City Administrator Craig Waldron.

City Administrator Mickelson stated that Treasurer Anderson is connected with Dr. Waldron through both his current employment with the City of Oakdale and his Master's program at Minnesota State University Mankato where Dr. Waldron is an instructor.

MOTION WAS MADE BY COUNCILMEMBER WOOLSTENCROFT AND SECONDED BY COUNCILMEMBER HULLSIEK TO APPROVE RESOLUTION 2015-06. ALL AYES. MOTION PASSED.

CITY BUSINESS - REGULAR AGENDA

A. Approval of Treasurer's Report

Mayor Wingfield stated with the transition to White Bear Township for lift station monitoring, inspection and maintenance, Town operators identified several maintenance issues which needed immediate attention, causing the first 2-3 months to be more expensive than anticipated.

City Administrator Mickelson stated the disbursements to White Bear Township cover both their operators' labor and parts from General Repair.

Mayor Wingfield stated an additional expense will be to move lift station controls at two of the lift stations above ground which will allow one operator to inspect each lift station rather than two, generating significant cost savings.

City Administrator Mickelson stated the Town's Public Works Director will be putting together information regarding that improvement to be discussed at a future Council meeting.

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

B. White Bear Lake Level Discussion

Mayor Wingfield stated the City has not taken a formal position on the issue relating to the lake level of White Bear Lake. The State Legislature is currently hearing multiple bills aimed at addressing this issue.

City Attorney Kantrud stated the White Bear Lake Conservation District Board discussed this matter at their most recent meeting. State representatives attended the meeting and asked if the conservation district would serve as the fiscal agent if the Legislature allocated money to study solutions to improve the lake level. The conservation district passed a resolution stating that they will serve as a fiscal agent in the event money is allocated to study this issue.

Mayor Wingfield asked if there is any benefit for the City to take a position currently rather than waiting for the conservation district to determine the best course of action without receiving input from the City.

City Attorney Kantrud stated that the City does not need to take any action at this point.

C. City Administrator's Report

a. Spring Leaf Collection

City Administrator Mickelson stated spring leaf collection will be taking place on Monday, April 27th. H&B Services will be managing the promotion of the collection as well as billing.

Councilmember Hullsiek asked when street sweeping will be taking place.

Councilmember Anderson stated that street sweeping started the day of the meeting (April 14th) and will finish on April 15th.

Councilmember Woolstencroft asked if the City will solicit bids for leaf collection in the fall.

Mayor Wingfield stated the City does not currently have a contract for fall leaf collection.

D. City Attorney's Report

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

ADJOURN

**MOTION WAS MADE BY COUNCILMEMBER LAFOY, SECONDED BY COUNCILMEMBER
WOOLSTENCROFT TO ADJOURN THE MEETING. ALL AYES. MOTION PASSED. MEETING
ADJOURNED AT 7:50 P.M.**

Mary Wingfield
Mayor

ATTEST:

Chris Mickelson
City Administrator-Clerk

RESOLUTION 2015-09

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

**A Resolution Authorizing Persons of Legal Age to Possess and Consume Beer and Wine
during 2015 Music in the Park Summer Evening Concerts**

At a regular meeting of the City Council of the City of Birchwood Village held on Tuesday, May 12, 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, each summer, the City of Birchwood Village sponsors Sunday evening concerts located within City parks; and,

WHEREAS, City Code Section 607.641 allows the Birchwood City Council to authorize the use and consumption of beer and wine in public park spaces during designated times; and,

WHEREAS, the Birchwood Parks Commission recommends the City Council approve Resolution 2015-09.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Birchwood Village hereby authorizes persons of legal age to possess and consume beer and wine during 2015 summer evening concerts.

Voting in Favor:

Voting Against:

Resolution duly seconded and passed this 12th day of May, 2015.

Mary Wingfield
Mayor

Attest:

Chris Mickelson
City Administrator-Clerk

As of 05/08/2015
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	\$19,282.36	\$108,012.18	\$469,048.31
Special Rev Projects	\$15,468.65	\$1,349.95	\$10,164.00	\$6,654.60
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)	\$22,050.75	\$14,364.01	\$616.66
Sewer Enterprise Fund	\$72,748.17	\$42,306.45	\$54,321.14	\$60,733.48
Sewer Infrastructure	\$30,000.00	\$0.00	\$26,155.00	\$3,845.00
Total	\$676,105.94	\$93,391.88	\$221,353.51	\$548,144.31

Fund Name: All Funds
 Date Range: 04/11/2015 to 05/08/2015

<u>Date</u>	<u>Remitter</u>	<u>Description</u>	<u>Receipt #</u>	<u>Total</u>	<u>Account #</u>	<u>Amount</u>
04/13/2015	Klump, Dana	Kayak/Canoe Permit	1423	\$10.00	100-32220	\$10.00
04/13/2015	Hegedus, Noel	Kayak/Canoe Permit	1424	\$10.00	100-32220	\$10.00
04/13/2015	Oneka Roofing INC	Building Permit	1425	\$258.56	100-32210	\$258.56
04/13/2015	Washington County Cable Commission	Reimbursement for Council Meetings	1426	\$135.00	100-36240	\$135.00
04/23/2015	Heiden, David	Canoe/Kayak and prorated dog license	1429	\$15.00	100-32220 100-32240	\$10.00 \$5.00
04/23/2015	Solo, Ann	Canoe/Kayak Permit	1430	\$10.00	100-32220	\$10.00
04/23/2015	Treefool, Lina	Canoe/Kayak Permit	1431	\$10.00	100-32220	\$10.00
04/23/2015	SteinHauser, Paul & Meryl	Canoe/Kayak Permits	1432	\$20.00	100-32220 100-32220	\$10.00 \$10.00
04/23/2015	Heart, Tami	Canoe/Kayak Permits	1433	\$20.00	100-32220 100-32220	\$10.00 \$10.00
04/29/2015	Dock Association	Donation/Music in Park	1434	\$150.00	210-36230	\$150.00
04/29/2015	Vreeland, Amy	Kayak/Canoe Permits (2)	1435	\$20.00	100-32220	\$20.00
04/29/2015	Woolhouse, Deborah	Kayak/Canoe Permit	1436	\$10.00	100-32220	\$10.00
04/29/2015	Nelson, Patrick	Kayak/Canoe Permit	1437	\$10.00	100-32220	\$10.00
04/29/2015	Berg, John	Kayak/Canoe Permit	1438	\$10.00	100-32220	\$10.00
05/06/2015	Residents - via St Anthony Village	U/B 04/30/15	1439	\$895.40	601-34110 601-34160 601-34170 605-34170 605-34190	\$329.50 \$10.40 \$9.54 \$17.96 \$528.00
05/06/2015	Residents - via St Anthony Village	U/B 04/21/15	1440	\$466.93	601-34110 601-34170 605-34190	\$248.23 \$3.18 \$215.52
05/06/2015	Residents - via St Anthony Village	U/B 04/17/15	1441	\$1,241.99	100-32270 601-34110 601-34160 601-34170 605-34160 605-34190	\$35.00 \$481.30 \$4.55 \$12.72 \$11.70 \$696.72
05/06/2015	Residents - via St Anthony Village	U/B 04/13/15	1442	\$1,428.06	100-32270 601-34110 601-34160 601-34170 605-34160 605-34190	\$35.00 \$484.31 \$2.75 \$17.49 \$5.79 \$882.72
05/06/2015	Residents - via St Anthony Village	U/B 04/08/15	1443	\$4,121.44	100-32270 601-34110	\$70.00 \$1,288.98

City of Birchwood Village

Receipts Register

05/08/2015

<u>Date</u>	<u>Remitter</u>	<u>Description</u>	<u>Receipt #</u>	<u>Total</u>	<u>Account #</u>	<u>Amount</u>
					601-34170	\$49.48
					605-34160	\$1.80
					605-34190	\$2,711.18
05/06/2015	Residents - via St Anthony Village	U/B 04/02/15	1444	\$4,199.67	100-32250	\$50.02
					100-32270	\$105.00
					100-34110	\$50.05
					601-34110	\$1,291.18
					601-34160	\$10.09
					601-34170	\$49.25
					605-34160	\$17.37
					605-34190	\$2,626.71
05/06/2015	Residents - via St Anthony Village	U/B 04/10/15	1445	\$10,902.00	100-32270	\$35.00
					100-34110	\$0.01
					601-34110	\$3,324.13
					601-34160	\$1.51
					601-34170	\$142.98
					605-34160	\$6.95
					605-34190	\$7,391.42
05/06/2015	Ramsey/Washington Cable Commission	Redistribution Payment	1446	\$9,607.32	100-33625	\$9,607.32
Total For Period				\$33,551.37		
Total Year To Date				\$93,391.88		

Fund Name: All Funds
 Date Range: 04/11/2015 to 05/08/2015

<u>Date</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Check #</u>	<u>Total</u>	<u>Account #</u>	<u>Amount</u>
04/23/2015	White Bear Township	General Repair Services/Generator/Communication Failure	28777	\$3,149.58	605-43190-305	\$3,149.58
04/23/2015	White Bear Township	Weekly Lift Station Check (4/6-4/19)	28778	\$574.00	605-43190-305	\$574.00
04/23/2015	Ronnan, Kenny	Council Meeting 4/14/15	28779	\$45.00	100-41950-305	\$45.00
04/23/2015	Johnson, Ken	Spring Park Clean Up/ Cut and Chip Fallen Tree	28780	\$1,312.50	100-45010-305	\$1,312.50
04/24/2015	Payroll Period Ending 04/24/2015		28784	\$1,505.92	100-41400-100	\$1,505.92
04/27/2015	TSE, INC	City Hall Janitorial Services 4/2/15	28781	\$21.00	100-41940-305	\$21.00
04/27/2015	On-Site Sanitation Inc	Rental Monthly Units (Two units)	28782	\$124.88	100-45200-305	\$26.45
					100-45200-305	\$98.43
04/27/2015	Sauve's Outdoor Service Inc	Crosswalk striping/City Hall	28783	\$850.00	100-43100-305	\$850.00
04/27/2015	Xcel Energy	Electric for Street Lights	EFT041315	\$1,218.03	100-43160-380	\$1,218.03
04/27/2015	PERA	Staff Retirement (4/24/15)	EFT042415P	\$274.40	100-41400-121	\$274.40
04/27/2015	Xcel Energy	electric for lift stations	EFT042715	\$710.65	100-41940-380	\$190.67
					100-45200-380	\$12.39
					605-43190-380	\$507.59
04/27/2015	IRS - US Treasury	FED Taxes Q1 2015	IRS042715	\$4,576.82	100-41400-110	\$1,057.48
					100-41400-160	\$220.69
					100-41400-162	\$943.64
					100-41400-164	\$220.69
					100-41400-166	\$943.64
					100-45200-110	\$282.88
					100-45200-160	\$86.03
					100-45200-162	\$367.87
					100-45200-164	\$86.03
					100-45200-166	\$367.87
04/29/2015	Payroll Period Ending 04/29/2015		28785	\$184.70	100-41400-100	\$184.70
05/04/2015	Graffic Traffic, LLC	Canoe/Kayak Signs	28786	\$151.69	100-45200-210	\$151.69
05/04/2015	Metropolitan Council Env. Service	Wastewater Service May 2015	28787	\$3,777.92	605-43190-217	\$3,777.92
05/04/2015	League of MN Cities	Workers Comp Premium June '15 - June '16	28788	\$842.00	100-41945-150	\$842.00
05/04/2015	Tennis Sanitation, LLC	Recycling Contract Mar - Apr 2015	28789	\$1,656.00	100-43300-305	\$1,656.00
05/04/2015	On-Site Sanitation Inc	Rental Monthly Units (Two units)	28790	\$180.72	100-45200-305	\$98.43

City of Birchwood Village

Disbursements Register

05/08/2015

<u>Date</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Check #</u>	<u>Total</u>	<u>Account #</u>	<u>Amount</u>
					100-45200-305	\$82.29
05/06/2015	White Bear Lake Conservation Distri	Annual Apportionment Fiscal 2015	28791	\$1,884.15	100-46100-430	\$1,884.15
05/06/2015	City of Roseville	May 2015 IT/Phone Services	28792	\$404.88	100-41955-305	\$340.33
					100-41955-305	\$64.55
05/06/2015	Manship Plumbing & Heating Inc	Monthly Standby/Locates x 8	28793	\$1,270.00	601-43180-305	\$1,270.00
05/08/2015	Payroll Period Ending 05/08/2015		28794	\$1,838.83	100-41400-100	\$1,838.83
Total For Period				\$26,553.67		
Total Year To Date				\$221,353.51		

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	\$1,776.26	\$1,776.26
Kayak/Canoe Permit	\$0.00	\$260.00	\$260.00
Dog Licenses	\$0.00	\$35.00	\$35.00
Spring Leaf Collection	\$0.00	\$2,420.85	\$2,420.85
Dock Assn Transfer	\$0.00	\$735.00	\$735.00
Total Acct 322	\$0.00	\$5,227.11	\$5,227.11
Cable Comm. Grant	\$0.00	\$9,607.32	\$9,607.32
Total Acct 336	\$0.00	\$9,607.32	\$9,607.32
City Hall and Garage Rent	\$0.00	\$75.00	\$75.00
Water Fee	\$0.00	\$50.06	\$50.06
Total Acct 341	\$0.00	\$125.06	\$125.06
Fines	\$0.00	\$73.33	\$73.33
Total Acct 351	\$0.00	\$73.33	\$73.33
Miscellaneous	\$0.00	\$55.00	\$55.00
Total Acct 361	\$0.00	\$55.00	\$55.00
Interest Earnings	\$0.00	\$191.33	\$191.33
Contrib. and Donations-Private	\$0.00	\$150.00	\$150.00
Refund-Reimbursemnt-Dividend	\$0.00	\$2,192.00	\$2,192.00
Total Acct 362	\$0.00	\$2,533.33	\$2,533.33
Total Revenues	\$0.00	\$19,282.36	\$19,282.36
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	\$26,759.13	(\$26,759.13)
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	\$27,670.41	(\$27,670.41)
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 of Birchwood Village Financial Report by Account Number (YTD)

05/08/2015

City Hall-Gov't Buildings	\$0.00	\$1,733.01	(\$1,733.01)
City Insurance	\$0.00	\$842.00	(\$842.00)
Cable Eqpmt and Service	\$0.00	\$180.00	(\$180.00)
Phone/IT	\$0.00	\$2,024.40	(\$2,024.40)
Total Acct 419	\$0.00	\$6,587.91	(\$6,587.91)
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	\$5,345.00	(\$5,345.00)
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	\$19,082.41	(\$19,082.41)
Recycle	\$0.00	\$4,968.00	(\$4,968.00)
Total Acct 433	\$0.00	\$4,968.00	(\$4,968.00)
Lawn Care/Mntnc	\$0.00	\$1,312.50	(\$1,312.50)
Total Acct 450	\$0.00	\$1,312.50	(\$1,312.50)
Recreation	\$0.00	\$200.00	(\$200.00)
Total Acct 451	\$0.00	\$200.00	(\$200.00)
Parks	\$0.00	\$8,477.54	(\$8,477.54)
Total Acct 452	\$0.00	\$8,477.54	(\$8,477.54)
CONSERVATION - NATURAL RESOURC	\$0.00	\$1,884.15	(\$1,884.15)
Total Acct 461	\$0.00	\$1,884.15	(\$1,884.15)
Unallocated Expenditures	\$0.00	\$5.00	(\$5.00)
Total Acct 492	\$0.00	\$5.00	(\$5.00)
Total Disbursements	\$0.00	\$108,012.18	(\$108,012.18)
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		\$469,048.31	

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

05/08/2015

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
Contrib. and Donations-Private	\$0.00	\$150.00	\$150.00
Total Acct 362	\$0.00	\$150.00	\$150.00
Total Revenues	\$0.00	\$1,349.95	\$1,349.95
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		\$6,654.60	

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

05/08/2015

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	

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

05/08/2015

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 Regular Financial Report by Account Number (YTD)

05/08/2015

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 Villagegerim Financial Report by Account Number (YTD)

05/08/2015

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)

05/08/2015

As of 12/31/2015

Water Enterprise Fund	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
Water Fee	\$0.00	\$21,145.14	\$21,145.14
Penalty - Late Water/Sewer	\$0.00	\$87.83	\$87.83
State and Misc fees	\$0.00	\$817.78	\$817.78
Total Acct 341	\$0.00	\$22,050.75	\$22,050.75
Total Revenues	\$0.00	\$22,050.75	\$22,050.75
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	\$13,447.42	(\$13,447.42)
Total Acct 431	\$0.00	\$13,447.42	(\$13,447.42)
Total Disbursements	\$0.00	\$14,364.01	(\$14,364.01)
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		\$616.66	

As of 12/31/2015

Sewer Enterprise Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
Penalty - Late Water/Sewer	\$0.00	\$148.27	\$148.27
State and Misc fees	\$0.00	\$19.92	\$19.92
Sewer Fee	\$0.00	\$42,138.26	\$42,138.26
Total Acct 341	\$0.00	\$42,306.45	\$42,306.45
Total Revenues	\$0.00	\$42,306.45	\$42,306.45
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	\$53,414.70	(\$53,414.70)
Total Acct 431	\$0.00	\$53,414.70	(\$53,414.70)
Total Disbursements	\$0.00	\$54,321.14	(\$54,321.14)
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		\$60,733.48	

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

05/08/2015

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	

T. A. Schifsky & Sons, Inc.
 2370 Highway 36 East
 North St. Paul, MN 55109
 Phone (651) 777-1313
 Fax (651) 777-7843
www.taschifsky.com



Bid To:	Birchwood Misc.	Attention:	Mark Anderson
Job:		Address:	
Location:	Birchwood, mn	Phone:	651-270-8353
Addendums:	NA	Fax:	
Date:	4/21/2015	Email:	f10fixer@gmail.com

We propose the following for the above referenced project:

Description	Unit	Quantity	Unit Price	Total Price
Parking Lot By Ice Arena				
Furnish & Install 6.0" of Class 5 (Recycle)				
Furnish & Install 3.0" of Bituminous (SPWEB240B)	SY	275	\$19.00	\$5,225.00
Casting Adjustments (new lids ** waiting for supplier pricing**)				
City Wide Paving & Manhole Repair				
Gravel Base Repair	CY	100	\$39.70	\$3,970.00
Mill for Cuts & Mill around Manholes for proper drainage				
Install 1/2" GFL & Install Bituminous (SPWEB240B)	TON	15	\$67.00	\$1,005.00
Repair Curb from Snowplow Damage				
Removal of Curb				
Mill & Install 3" of Bituminous (SPWEB240B)				
Furnish & Install Bit Curb - snowplow damage	LF	100	\$10.00	\$1,000.00
Base & Top Construction & Finish Lake Resurfacing	EA	1	\$3,600.00	\$3,600.00
Plume from Ice Mill (Curb) Back to Street West of Curb and Milling				
Subcut & Widen 4' Furnish & Install 4" Class 5 (Recycle) 160'				
Furnish & Install 3.0" of Bituminous (SPWEB240B)	LS	1	\$1,900.00	\$1,900.00

Lump Sum Total = \$37,260.00

Bid is based on SY listed above and provided plan. Not included in bid are permits, unforeseen site conditions, surveying, subgrade correction or excavation, geotextile fabric, and testing.

Contractor's Guarantee

We guarantee all material used in this contract to be as specified above and the entire job to be done in a neat, workmanlike manner. Bid is based on quantities stated. Any variations from the plan or alterations requiring extra labor or material will be performed only upon written order and billed in addition to the sum covered by this contract. Prices are for 2015 unless otherwise specified.

Due to the rising cost of asphalt oil fuel, we can only honor our quotes for 30 days. After 30 days bids/quotes are subject to our review and possible cost increase. Payment due upon completion.

Thank you for the opportunity to quote. If you have any questions please do not hesitate to call.

T.A. Schifsky & Sons, Inc. (Affirmative Action, Equal Opportunity Employer)

By: _____ Date 4/21/2015
Jonathan Hager - Project Manager/Estimator

Accepted By: _____ Date _____
(Bid must be signed and returned)