



**City Council Agenda
January 14, 2026 | 7:30 PM**

This City Council meeting is taking place virtually and at the Woodbury City Hall in the Council Chambers.

Meetings are recorded by TrueLens Community Media and are broadcast live and replayed on cable channel 799. Meetings are also available on the [City of Woodbury's YouTube channel](#).

Members of the public may attend the meeting in person and may also join the meeting using a computer, tablet, or smartphone and accessing the virtual meeting link at woodburymn.gov/VirtualMeetings.

[Watch the Live Meeting](#)

Public comments will be accepted during the meeting both in person and virtually. Virtual questions should be submitted via the online Q&A feature within the virtual meeting link.

Questions regarding the meeting will also be taken between the hours of 8:00 a.m. to 4:30 p.m. at 651-714-3524 or at council@woodburymn.gov. Questions received after 4:30 p.m. will be responded to in the next three to seven business days.

Please note that all agenda times are estimates.

1. Call to Order
2. Pledge to Flag
3. Roll Call
4. Special Order of Business
 - 4A. Swearing in of New Police Officer(s) Hannah Melander
 1. Introduction - Public Safety Director Jason Posel
 2. Meaning of Police Officer Badge – Assistant Public Safety Director Omar Maklad
 3. Oath (Police)– Mayor and New Officer Hannah Melander
5. Open Forum

The Open Forum is a portion of the Council meeting where a maximum of three persons will be allowed to address the Council on subjects which are not a part of the meeting agenda. Persons wishing to speak must complete a sign-up sheet prior to the start of the meeting and give the sign-up sheet to any staff person, or may also submit a question or comment virtually via the Q&A chat feature on the right side of the live event screen. Please provide your name and city of residence with your

Woodbury City Council Agenda
January 14, 2026 | 7:30 PM

question for the official record. Speakers are limited to three minutes each. The Council will listen attentively to comments but, in most instances, will not respond at the meeting. Typically, replies to the concerns expressed will be made via letter or phone call within a week.

6. Consent Agenda

All items listed under the consent agenda are considered to be routine by the City Council and will be enacted by one motion and an affirmative vote by roll call of a majority of the members present. There will be no separate discussion of these items unless a Council Member or citizen so requests, in which event, the items will be removed from the consent agenda and considered a separate subject of discussion by the Council.

6A. Approval of Minutes – December 10, 2025

6B. Approval of Valley Creek Road Trail Improvements Project (Colby Lake Underpass to Dancing Waters Parkway); Awarding the Construction Contract, Authorizing Execution of an Intergovernmental Agreement and a Professional Engineering Services Agreement 26-03

Staff recommends Council adopt RESOLUTION 26-01, a resolution awarding the construction contract to A-1 Excavating, LLC for the Valley Creek Road Trail Improvement Project, authorizing the Mayor and City Administrator to sign said contract and execute an intergovernmental agreement with Washington County and a professional engineering services agreement with SEH, Inc.

6C. Approval of the Ojibway Park Vegetation Restoration Project; Awarding Construction Contract and Authorizing the Mayor and City Administrator to Sign Contract 26-04

Staff recommends Council adopt RESOLUTION 26-02, a resolution awarding the Ojibway Park Vegetation Restoration Project construction contract to Stantec Consulting Services and authorizing the Mayor and City Administrator to sign said contract.

6D. Approval of the Acceptance of the Woodbury Community Foundation Grant of \$300 26-05

Staff recommends Council adopt RESOLUTION 26-03, resolution authorizing the acceptance of the Woodbury Community Foundation Grant of \$300.

6E. Approval of Acceptance of the Minnesota Chiefs of Police Foundation Community Partnership Grant of \$2000 and Approving the Associated Budget Amendment 26-06

Woodbury City Council Agenda
January 14, 2026 | 7:30 PM

Staff recommends Council adopt RESOLUTION 26-04, a resolution authorizing the acceptance of the Minnesota Chiefs of Police Foundation Community Partnership Grant and approving the associated budget amendment.

- 6F. Approval of Acceptance of the Woodbury Community Foundation Grant of \$3,380 26-07

Staff recommends Council adopt RESOLUTION 26-05, a resolution authorizing the acceptance of the Woodbury Community Foundation Grant of \$3,380.

- 6G. Appointing Election Judges for the January 27, 2026 House District 47A Special Election 26-08

Staff recommends Council adopt RESOLUTION 26-06, a resolution appointing election judges for the January 27, 2026 House District 47A Special Election.

- 6H. Approval of Ordinance Amending Chapter 11, Article VII Taxicabs and Chapter 11, Article XIII Small Vehicle Passenger Services 26-09

Staff recommends Council adopt ORDINANCE 2072, an ordinance amending City Code Chapter 11, Article VII Taxicabs and Chapter 11, Article XIII Small Vehicle Passenger Services, and authorize staff to publish the Summary Ordinance in the City's designated official newspaper.

- 6I. Approval of Designating Depository of Public Funds 26-10

Staff recommends Council adopt a motion designating CorTrust Bank as the City's depository of public funds for the year 2026.

- 6J. Abstract of Bills

The abstract of bills includes payments made from the operating or project budgets for expenses of the city. The expenditures are from all funds of the city. Any purchased contracts requiring signature of the Mayor and City Administrator are hereby approved.

Staff recommends approval of the abstract of bills for December 5, 2025 in the amount of \$5,619,556.44; December 12, 2025 in the amount of \$7,092,202.54; December 19, 2025 in the amount of \$668,744.22; and December 26, 2025 in the amount of \$3,533,144.90.

7. Public Hearing

In order to allow for a full airing of all speaker comments, individual remarks may not exceed 10 minutes each. If a speaker determines that more time is necessary, they are advised to make a request in writing to the Mayor at least three days prior to the hearing. If there are more than three (3) green sheets submitted to make comments at a public hearing, the Mayor may reduce the individual time allotted to each speaker so that all interested parties have the opportunity to provide their

Woodbury City Council Agenda
January 14, 2026 | 7:30 PM

comments within the aggregate thirty-minute (30) public comment period of the public hearing process. Remarks or points already made by someone else should not be repeated, unless simply to state that they are “opposed” to, or “favor” the issue. Remarks should be limited to the subject at hand only. Speakers are encouraged to coordinate presentations to the extent possible. Those in attendance at the Public Hearing will refrain from applause, or other expressions of emotion, whether in favor of, or opposition to, any particular application or argument. Inappropriate language, outbursts or criticisms aimed at individuals or groups are not allowed.

No Items Scheduled

8. Discussion

No Items Scheduled

9. Staff Reports

9A. City Administrator's Report

10. Adjournment

The City of Woodbury is subject to Title II of the Americans with Disabilities Act, which prohibits discrimination on the basis of disability by public entities. The City is committed to full implementation of the Act to our services, programs, and activities. Information regarding the provisions of the Americans with Disabilities Act is available from the Administration office at 651-714-3500. Auxiliary aids for disabled persons are available upon request at least 72 hours in advance of an event. Please call the ADA Coordinator at 651-714-3500 (TDD 731-5796) to make arrangements.

Minutes
Woodbury City Council
Wednesday, December 10, 2025

6A

Pursuant to the due call and notice thereof, a regular meeting was duly held virtually and at the Woodbury City Hall, 8301 Valley Creek Road, on the 10th day of December 2025.

Call to Order

Mayor Anne Burt called the meeting to order at 7:41 p.m., and she welcomed those attending the meeting both in person and virtually.

Mayor Burt explained that members of the public may attend the meeting in person and may also join the meeting using a computer, tablet, or smartphone. She stated public comments will be accepted during the meeting both in person and virtually. Virtual questions should be submitted via the online Q&A feature within the virtual meeting link. Questions regarding the meeting will also be taken between the hours of 8:00 a.m. to 4:30 p.m. via email at council@woodburymn.gov or at 651-714-3524. Questions received after 4:30 p.m. will be responded to in the next three to seven business days.

Mayor Burt stated that meetings are recorded through True Lens Community Media and are broadcast live and replayed on cable channel 799. Meetings are also available on the City of Woodbury's YouTube channel. Members of the public are welcome to join and have an opportunity to speak in person, or can watch virtually. Virtual questions can be submitted online, and the City Clerk will monitor them throughout the meeting.

Pledge to Flag

Audience, staff, and Council pledged allegiance to the flag of the United States of America.

Roll Call

Upon roll call the following were present: Mayor Anne Burt, Councilmembers: Kim Wilson, Donna Stafford, Steve Morris, and Jennifer Santini. Absent: None

Others Present: Ashleigh Sullivan, Assistant City Administrator/City Clerk; Kevin Sandstrom, City Attorney; Jeffrey Dahl, City Administrator; Angela Gorall, Deputy City Administrator; Janelle Schmitz, Community Development Director; Shelly Schafer, Community Relations Manager; Lynn Haseleu, Assistant CFO/Budget Manager.

Special Order of Business

No Items Scheduled

Open Forum

The Open Forum is a portion of the Council meeting where a maximum of three persons will be allowed to address the Council on subjects, which are not a part of the meeting agenda. Persons wishing to speak must complete a sign-up sheet prior to the start of the meeting. Give the sign-up sheet to any staff person. Speakers are limited to three minutes each. The Council will listen attentively to comments but, in most instances, will not respond at the meeting. Typically, replies to the concerns expressed will be made via letter or phone call within a week.

Beeta Gualdoni, City resident, stated on November 13th, she received a letter from Parks and Recreation stating that they are proposing a 9 to 10-hole disc golf course in the southern end of the nature preserve. She requested that the disc golf course be tabled for further review. She explained that residents have not been given sufficient notice or consulted. Residents will be affected because it is a closed development with one access point. She expressed concerns regarding parking and traffic flow in the area. She added that she would like the City to protect the last unprotected land in the preserve. She asked that the Council not approve the golf course because it would be dangerous for residents.

Cherrie DeBrule, City resident, stated she wants the Tamarack Nature Preserve to be preserved and protected. She wondered why the City was proposing to put in a disc golf course in the area. She agreed with Ms. Gualdoni's comments.

Mayor Burt explained that she has not seen the full plan but understood that the proposal was a pilot project. Some residents have expressed a desire to have an area for disc golf. Staff and the Parks and Natural Resources Commission identified the area as a potential location for disc golf. City Administrator Jeffrey Dahl added that the proposed location is adjacent to the preserve and is not within the

**City Council Meeting Minutes
Wednesday, December 10, 2025**

preserve. Mayor Burt asked if the proposed location would be on the water treatment side, where there is a play structure currently. Mr. Dahl agreed. Mayor Burt asked if there was parking in the area. Mr. Dahl confirmed that there is parking available and on-street parking.

Consent Agenda

All items listed under the consent agenda are considered to be routine by the City Council and will be enacted by one motion and an affirmative vote by roll call of a majority of the members present. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which event, the items will be removed from the consent agenda and considered a separate subject of discussion by the Council.

- Item A 1. Approval of Council Workshop Minutes – November 19, 2025
 2. Approval of Council Minutes – November 19, 2025
- Item B Approval of La Lake Park (South) Improvements Project; Contract Award. **This item was removed from the Consent Agenda and moved to the Discussion portion of the meeting.**
- Item C To adopt the following resolution **Resolution 25-192**

Resolution of the City of Woodbury, Washington County, Minnesota approving a budget amendment reconciling the 2025 Storm Water Utility Fund Budget projects and funding sources.
- Item D To adopt the following resolution **Resolution 25-193**

Resolution of the City of Woodbury, Washington County, Minnesota awarding the construction contract to A-1 Excavating, LLC, in the amount of \$6,996,996.00 for the Bailey Road Distribution Pipelines Project and authorizing the Mayor and City Administrator to sign said contract and authorizing execution of a professional engineering services agreement with WSB, Inc., in the amount of \$798,914.00 for construction administration services for the Bailey Road Distribution Pipelines Project.
- Item E To adopt the following resolution **Resolution 25-194**

Resolution of the City of Woodbury, Washington County, Minnesota approving the Cooperative Agreements between the City of Woodbury and Washington County for construction cost and maintenance of a traffic signal system on County State Aid Highway 18 (Bailey Road) at its intersection with Fairway Drive.
- Item F To adopt the following resolution **Resolution 25-195**

Resolution of the City of Woodbury, Washington County, Minnesota, awarding the 2025-2026 Stormwater Maintenance construction contract to Fitzgerald Excavating and authorizing the Mayor and City Administrator to sign said contract.
- Item G To adopt the following resolution **Resolution 25-196**

Resolution of the City of Woodbury, Washington County, Minnesota awarding the construction contract to A-1 Excavating, LLC., authorizing the Mayor and City Administrator to sign said contract and execute a Professional Engineering Services Agreement with Short Elliott Hendrickson, Inc., for construction administration services for the East Wellfield Raw Water Transmission Pipeline Project, and approving a budget amendment to the 2025 Water and Sewer Utility Fund.
- Item H To adopt the following resolution **Resolution 25-197**

Resolution of the City of Woodbury, Washington County, Minnesota approving the Ownership and Maintenance Agreement among the Metropolitan Council, MnDOT, and the City of Woodbury for the ongoing operation, inspection, and maintenance of Bridge 82875.
- Item I To adopt the following resolution **Resolution 25-198**

**City Council Meeting Minutes
Wednesday, December 10, 2025**

Resolution of the City of Woodbury, Washington County, Minnesota, amending the Tower Drive Sanitary Sewer Improvements Contract; Approving Change Order No. 1 for \$49,499.94 to A-1 Excavating, LLC.

Item J To adopt the following resolution **Resolution 25-199**

Resolution of the City of Woodbury, Washington County, Minnesota authorizing the acceptance of the Woodbury Community Foundation Grant and approving the associated budget amendment.

Item K To adopt the following resolution **Resolution 25-200**

Resolution of the City of Woodbury, Washington County, Minnesota, appointing election judges for the December 16, 2025, House District 47A Special Primary.

Item L Approval of Appointing Members for Advisory Commissions, 2050 Comp Plan Task Force, and Parks and Facility Long Range Plan Focus Group; City Council Liaison Assignments. **This item was removed from the Consent Agenda and moved to the Discussion portion of the meeting.**

Item M To adopt the following resolution **Resolution 25-201**

Resolution of the City of Woodbury, Washington County, Minnesota amending Council Directive CD-ADMIN-1.3 Health Care Savings Plan Policy.

Item N To adopt a motion that the member (City) does not waive the monetary limits on municipal tort liability established by MN Statute § 466.04.

Item O To adopt the following resolution **Resolution 25-202**

Resolution of the City of Woodbury, Washington County, Minnesota, approving the Premise Permit Application and Lease for Lawful Gambling Activity for Woodbury Area Hockey Club at Woodbury Ice, located at 2022 Woodale Drive, Suite 100, Woodbury, MN.

Item P To adopt the following ordinance **Ordinance 2071**

Ordinance of the City of Woodbury, Washington County, Minnesota, amending Sections 2-3 Fees for Various Services of Article I of Chapter 2, Administration. Staff further recommends Council authorize staff to publish the attached Summary Ordinance in the City's designated official newspaper.

Item Q The abstract of bills includes payments made from the operating or project budgets for expenses of the city. The expenditures are from all funds of the city. Any purchased contracts requiring signature of the mayor and City Administrator is hereby approved. Staff recommends approval of the abstract of bills for November 7, 2025 in the amount of \$7,140,346.98; November 14, 2025 in the amount of \$1,229,303.75; November 21, 2025 in the amount of \$3,343,747.35; and November 26, 2025, in the amount of \$3,165,255.33.

Councilmember Santini moved, seconded by Councilmember Stafford, to approve the Consent Agenda items with the exception of items 6B and 6L.

Voting via voice:

Kim Wilson – aye
Donna Stafford – aye
Steve Morris – aye
Jennifer Santini – aye
Anne Burt – aye

Public Hearings

Mayor Burt reviewed the City's Public Hearing process and stated that in order to allow for a full airing of all speaker comments, individual remarks may not exceed 10 minutes each. If a speaker determines that more time is necessary, they are advised to make a request in writing to the Mayor at least three days prior to the hearing. If there are more than three (3) green sheets submitted to make comments at a public hearing, the Mayor may reduce the individual time allotted to each speaker so that all interested parties have the opportunity to provide their comments within the aggregate thirty-minute (30) public comment period of the public hearing

**City Council Meeting Minutes
Wednesday, December 10, 2025**

process. Remarks or points already made by someone else should not be repeated, unless simply to state that they are “opposed” to, or “favor” the issue. Remarks should be limited to the subject at hand only. Speakers are encouraged to coordinate presentations to the extent possible. Those in attendance at the Public Hearing will refrain from applause, or other expressions of emotion, whether in favor of, or opposition to, any particular application or argument. Inappropriate language, outbursts or criticisms aimed at individuals or groups are not allowed.

A. Consider Approval of Shubhlabh Hospitality MSP LLC, dba Courtyard by Marriott Woodbury 185 Radio Drive, On Sale Intoxicating Liquor License, including Sunday and Patio Sales

Mayor Burt declared the public hearing open.

Assistant City Administrator/City Clerk Ashleigh Sullivan stated Shubhlabh Hospitality MSP LLC, dba Courtyard by Marriott, has submitted an application for an On Sale Intoxicating Liquor License, including Sunday and Patio Sales for their business located at 185 Radio Drive. They are purchasing the business and property, which currently holds an On Sale Intoxicating Liquor License, including Sunday and Patio Sales. There are five owners of Shubhlabh Hospitality MSP LLC:

- Kamleshkumar Patel 10%
- Prem Kumar 50%
- Rajesh Kumar Maheshwari 25%
- Dinesh Hindka 7.5%
- Hasmukh Patel 7.5%

Ms. Sullivan noted that, as required by City Code, a criminal history check as it pertains to liquor licensing was conducted on each corporate officer and individuals with financial interest, and no violations that would preclude the corporation from obtaining a liquor license were found. The applicant has submitted the license fee and background investigation fee. The City Attorney has reviewed the application and has found it to be in order.

Ms. Sullivan mentioned as the property was sold, liquor operations are currently being done under a management agreement with the previous owner. Once the license is approved, liquor operations will begin under the new owner.

Ms. Sullivan stated that staff recommends Council approve an On Sale Intoxicating Liquor License, including Sunday and Patio Sales to Shubhlabh Hospitality MSP LLC, dba Courtyard by Marriott, located at 185 Radio Drive.

Mayor Burt moved, seconded by Councilmember Wilson, to close the public hearing.

Voting in Favor: Wilson, Stafford, Morris, Santini, Burt
Absent: None

Mayor Burt opened opportunity for discussion and questions from the Council.

Councilmember Morris moved, seconded by Councilmember Stafford, to approve an On Sale Intoxicating Liquor License, including Sunday and Patio Sales to Shubhlabh Hospitality MSP LLC, dba Courtyard by Marriott, located at 185 Radio Drive.

Voting via voice:

Kim Wilson – aye
Donna Stafford – aye
Steve Morris – aye
Jennifer Santini – aye
Anne Burt – aye

B. Consider Approval of Woodbury Ice LLC dba Woodbury Ice located at 2122 Wooddale Drive, On Sale Intoxicating Liquor License including Sunday Sales

Mayor Burt mentioned that the item was tabled during the previous Council meeting, so the hearing remains open.

Ms. Sullivan stated Woodbury Ice LLC, dba Woodbury Ice has submitted an application for an On Sale Intoxicating Liquor License including Sunday sales, for their business located at 2122 Wooddale Drive. This hearing was continued from the City Council Meeting on November 19th to allow the applicant more time to complete their application. Woodbury Ice LLC, dba Woodbury Ice has submitted an application for an On Sale Intoxicating Liquor License including Sunday Sales, for their business located at 2122 Wooddale Drive. Woodbury Ice LLC is owned by four partners with 5% or more interest:

**City Council Meeting Minutes
Wednesday, December 10, 2025**

- Chad Alexander 56%
- Terry Griffith 10%
- Rich Limpert 10%
- Jake Guentzel 20%

Ms. Sullivan noted that, as required by City Code, a criminal history check as it pertains to liquor licensing was conducted on each corporate officer and individuals with financial interest, and no violations that would preclude the corporation from obtaining a liquor license were found. The applicant has submitted the license fee and background investigation fee. The City Attorney has reviewed the application and has found it to be in order.

Mayor Burt moved, seconded by Councilmember Morris, to close the public hearing.

Voting in Favor: Wilson, Stafford, Morris, Santini, Burt
Absent: None

Mayor Burt opened opportunity for discussion and questions from the Council.

Mayor Burt noted the percentages of ownership interest do not total 100. Ms. Sullivan responded this was correct and the reason was there was an additional owner of the remaining four percent who, because they owned less than five percent, did not need to be included in the background investigations.

Councilmember Morris moved, seconded by Councilmember Stafford, to approve On Sale Intoxicating Liquor License including Sunday Sales to Woodbury Ice LLC, dba Woodbury Ice, located at 2122 Wooddale Drive.

Voting via voice:

Kim Wilson – aye
Donna Stafford – aye
Steve Morris – aye
Jennifer Santini – aye
Anne Burt – aye

Discussion

A. Consider Approval of the 2026 Property Tax Levy and Budget - Truth in Taxation Public Meeting

Mr. Dahl thanked the finance staff who had led the budget process. He noted during the budget presentation that he would review the budget development and background, provide a 2026 budget overview, review property valuations, review the tax impact and comparisons, review user fees, and provide the staff recommendations.

Mr. Dahl reviewed the budget background and development. The budget public process included all meeting agendas being publicly noticed and available online. The public input is welcome at each step of the process. Budget documents are available at the library, City Hall, or online. The budget information is presented in newsletters and in the preliminary property tax statements. The budget has been developed throughout the year. Throughout February and June, the Capital Improvement Plan (CIP) is developed, and the Council reviews and adopts the CIP. In July, the City has the financial year-end results, the key budget considerations, and the preliminary tax levy guidelines. In September, the City holds a preliminary budget workshop. The Council adopts the preliminary property tax levy and sets the Truth in Taxation (TNT) meeting date. Throughout November and December, the budget update is included in the newsletter. The Council has a budget check-in workshop. The TNT public meeting is held, and the Council adopts the final budget.

Mr. Dahl explained that the budget process starts with the divisions and sections of the organization. It then goes to the departments, the financial division, the City Administrator, the City Council, and the Public (TNT). Throughout the process, there are checks and balances by having a community survey every other year and the annual performance measure assessment. The City has a lot of data to track that shows how the City is doing and where resources should be allocated. He pointed out the proven results. The City continues to grow and is prosperous. According to Fortune's top 50 cities in the U.S., Woodbury is number 12 nationally and number 1 in Minnesota. The City has received the GFOA Distinguished Budget Presentation and Annual Financial Report awards. It has a Standard & Poor's AAA bond rating. The City has received the League of Minnesota Cities Sustainable City award. The City has a low debt/pay for cash resiliency.

Mr. Dahl stated the budget theme for the year is "A Commitment to Public Safety and a Premier Community". A big chunk of the budget increase for the year is related to having the best public safety officials and a fully staffed Public Safety Department. The major budget drivers include: Public Safety personnel additions, Public Safety labor costs, unfunded mandates from the State, more services for a growing community, and the cost of doing business.

**City Council Meeting Minutes
Wednesday, December 10, 2025**

Mr. Dahl noted the property tax levy changes since the September workshop. The net positive impact is more than \$1 million. The levy decreased from \$58,482,021 to \$57,459,256. The tax increase went from 11.7% to 9.7%. The impact of the increase on the median house price went from \$143 to \$115. The total City revenues are \$132.1 million. The City & HRA Tax levy is \$57.5 million, and non-levy revenues are \$74.6 million. Expenditures include: Operating at \$89.6 million, Capital at \$43.1 million, and Debt service at \$5.6 million.

Mr. Dahl noted that there would be a number of new positions in the City. There would be a 16 net full-time equivalent (FTE) increase, and 13 of them would be in Public Safety. 7 FTE are non-levy (partial or in full) supported, and 9 FTE's are fully levy supported.

Mr. Dahl highlighted the major capital projects, which include the water treatment plant and piping project, the Public Safety campus project, and the roadway and trail resurfacing.

Mr. Dahl showed the Council a chart of the property valuation growth trend in the City. The median value of a residential parcel in Woodbury is \$451,500, which is an increase from last year. The total 2026 preliminary tax levy is \$57,459,256 and is a 9.7% increase from the previous year. The levy drives the general fund. The general fund revenues are \$62,137,150, which is a 10.3% increase from the previous year. He noted that the 9.7% increase is the highest increase the City has seen in the past 15 years. The hope is that long-term financial planning will help limit property tax increases in the future. The estimated 2026 property tax rate is 32.962. The estimated impacts of the City levy increase for a home valued at \$451,500 (assuming a 2.4% value increase) would be estimated at \$1475, which would be an 8.5% change.

Mr. Dahl reviewed where the City tax dollars go. He showed a graphic of where the monthly dollars are allocated. Over 75% of the dollars go to essential services, including Police protection, EMS, fire services, Public Works operations and street reconstruction, and parks and trails recreation. He showed a graphic of the change in residential property taxes based on median residential value and noted that it is a significant change from previous years.

Mr. Dahl explained the residential property tax distribution. The City's portion is 26% while the school district is 51%, Washington County is 20% and the special taxing districts are 3%.

Mr. Dahl reviewed the City tax rate compared to the metro cities. Woodbury remains on the lower end compared to other cities in the metro area. Woodbury is in the middle/higher end for the proposed property tax levy percentage change. Woodbury remains on the low end for tax capacity rates for Washington County cities.

Mr. Dahl stated that a significant component of the City's revenue base is from user fees. In order to properly fund the increases in operational costs and capital projects, there are changes built into the budget for water and sanitary sewer.

Mayor Burt clarified that there is a lot that goes into the budget and is a year-long project. She explained that the Council understands that the budget approval is one of the biggest decisions that they make in the year, and desires to use the public's money to do the right thing. The Council spends a lot of time providing feedback and having discussions. She mentioned that the Council provided guidance to make cuts to the budget and was pleased to see that the levy went down from 11.7% to 9.7%. She added that the Council's commitment is to have a fully staffed Public Safety team.

Councilmember Wilson mentioned there are unfunded mandates from the State that are imposed on residents. She asked how much the City would end up paying. Angela Gorall replied that the general fund total is about \$134,000, about \$10,000 from water and sewer utilities, and smaller amounts from the Sports Center in Eagle Valley. Councilmember Wilson asked if there was employee contribution included. Ms. Gorall agreed that the employee would be contributing to the fund.

Councilmember Wilson expressed her gratitude to staff for working with the Council to make cuts. She added that she would like to see additional cuts.

Councilmember Morris explained that this is his seventh budget cycle with the City. He added that there has never been a budget with which he agrees with every item and every department. Budgets this size cannot be compared to a family's personal budget. The largest expense for the City is labor. The City provides services such as parks, pavement, police, and paramedics, which cost dollars for capital equipment, materials, and people to work. It costs money to be a premier community. He noted that the Council discussed either changing expectations or the budget. He stated that the Council goes through the budget with a detailed eye. He explained that he does not like increasing the budget, but the majority of the budget puts the company's priorities front and center, and allows the City to deliver the services the community expects and demands, and will serve the City in the future. The Council asked the Public Safety Department to get their team fully staffed last year. He explained that he did not expect the department to fulfill the request in the year, which is why there is an increase in the levy. It is better for the community to have a fully staffed Public Safety team. He acknowledged that the City is not the only area that is asking for tax dollars. He encouraged the Council to vote in favor of the budget.

Councilmember Santini stated it is roughly \$133,000 per officer, fire, and EMS personnel per year. She explained that the cost includes uniforms, vehicles, and other essential items. She mentioned that there are tax relief programs available for individuals in the community.

**City Council Meeting Minutes
Wednesday, December 10, 2025**

Councilmember Morris moved, seconded by Councilmember Stafford,

To adopt the following resolution

Resolution 25-203

Resolution of the City of Woodbury, Washington County, Minnesota approving the various fund budgets, sets the tax levies, and cancels various debt levies for next year.

Voting via voice:

Kim Wilson – no
Donna Stafford – aye
Steve Morris – aye
Jennifer Santini – aye
Anne Burt – aye

B. Consider Approval of Adopting the 2026 Legislative Priorities

Community Relations Manager Shelly Schafer reviewed the 2026 Legislative Priorities. The 2026 State Legislative Priorities include the State bonding request of \$2 million for the La Lake Park Restoration and Development Project, and the Sales Tax exemption for the Water Treatment Plant and Water Tower, including pipeline materials and construction. The two priorities carried over from last year, since the bills did not get passed during the last legislative session.

Ms. Schafer explained that the La Lake Park Restoration and Development project would improve and preserve La Lake Park, reflecting priorities of natural resources, park facility needs, trails, mobility, connectivity, and equity. This request will focus on the north part of the park with the building of a large open-air picnic shelter with permanent restrooms, picnic opportunities for large groups and multi-generational gatherings, as well as a newly paved entry drive, parking lot, and trails. The newly paved trail, upgraded parking lot, and trailhead will provide year-round access to natural resources and recreational experiences for residents in the region, including those with mobility issues. The other bill that the City has proposed is the Sales Tax Exemption for the water treatment plant and water tower, including pipeline materials and construction. It will be retroactive to anything purchased as of January 31, 2024, and will go until December 01, 2028.

Ms. Schafer noted that the other State Legislative priorities include a commitment to housing diversity. She explained that the City has been a leader in affordable housing. The Comprehensive Plans have consistently included a commitment to housing diversity with 50% single-family homes and 50% multifamily homes. The City was an early adopter of the first home owner buyer loans and the first generation loans. Since the City is actively developing, the City could be impacted by housing legislation. As a result, staff have been proactive in having conversations with stakeholders and organizations to come up with solutions. The City has identified three areas that are important to consider when developing housing legislation: increasing state financing for affordable housing, aligning local control changes with housing affordability, and preserving Comprehensive Planning and community input.

Ms. Schafer highlighted the additional State legislative priorities, which include supporting sales tax exemption on all City projects, supporting equal access to the Broadband Bill, and supporting recommendations to address safety concerns for e-transportation.

Ms. Schafer provided an update on the 2025 Federal priorities that the City is still waiting on. The three requests that are still active are: \$1,350,000 in Congressionally Directed Spending to help fund the infrastructure improvements along Weir Drive, \$1,031,000 in Congressionally Directed Spending towards Woodbury's new Emergency Operation Center (EOC), and \$1,031,000 in Congressionally Directed Spending for a Public Safety Records Management System (RMS). Staff have been told that there is a good chance that they will move forward.

Ms. Schafer reviewed the 2026 Federal Legislative priorities which include: Deferred Water Storage Maintenance Projects (\$4 M request), Community Development Block Grant (CDGB) money for trails (\$2.5 M request), Security Updates for Public Safety Expansion and Renovation (\$2M Request), and Collection of Technology asks for Public Safety (\$1-2M Request).

Mayor Burt mentioned that last year, the City expressed interest in the Metro Micro program, and the City received it. The program has expanded, and more people will be able to utilize the system. She explained that the residents pay taxes to the State, so the grant money is a way to get some of the money back into the community.

Councilmember Wilson expressed concern regarding the commitment to housing diversity. She noted that she is not against housing diversity. She stated she is not in support of any State entity coming into any city and telling them they can or cannot do things. She added that Woodbury has done a great job planning the growth and offering a diversity of housing. What could be good for one city does not mean it would be good for all cities. She stated that she is not in favor of the "however" statement. She added that she wished the Council would take a stronger stand to say that they are not in support of it. Mayor Burt replied that the Council's position is against preemption. She provided another example of when preemption came into the City was with cannabis sales. She explained that it is a negotiation and added that the City respectfully pushes back.

**City Council Meeting Minutes
Wednesday, December 10, 2025**

Councilmember Santini moved, seconded by Councilmember Stafford, to adopt the proposed legislative priorities listed in Council Letter 25-293.

Voting in Favor: Wilson, Stafford, Morris, Santini, Burt
Absent: None

Consent Agenda Item 6B. Approval of La Lake Park (South) Improvements Project; Contract Award

Councilmember Wilson pulled this item for discussion and expressed her appreciation for environmental studies being conducted, which caused some changes to the project to protect the wildlife and trees. She expressed her concern that it is a unique property and is home to wildlife that is not seen much in the Twin Cities area. She explained that she is concerned that it will become like Prairie Ridge, where it used to be extremely wooded, and now it is not. She added that she is torn between wanting to maintain a beautiful wooded piece of property and caring for it. She hoped that the project would maintain the woods and natural habitat without trying to restore it to the way it was 100 years ago.

Mayor Burt mentioned that buckthorn was removed at Prairie Ridge, and it was hurting the trees, which is why so much buckthorn was cleared. She added that she is proud of the ways that the City has pursued restoration and done it the correct way. She mentioned that the Parks and Recreation Department has gone through a number of reviews. Councilmember Wilson expressed her understanding and explained that she would like to maintain the woodiness, whether they are native to the area or not.

Councilmember Morris moved, seconded by Councilmember Santini,

To adopt the following resolution

Resolution 25-191

Resolution of the City of Woodbury, Washington County, Minnesota, approving the award of bid and execution of a contract with Do-Right Contracting, in the amount of \$692,610 for the construction of the La Lake Park (South) Improvements Project and authorizing the Mayor and City Administrator to sign said contract.

Voting via voice:

Kim Wilson – aye
Donna Stafford – aye
Steve Morris – aye
Jennifer Santini – aye
Anne Burt – aye

Consent Agenda Item 6L. Approval of Appointing Members for Advisory Commissions, 2050 Comp Plan Task Force, and Parks and Facility Long Range Plan Focus Group; City Council Liaison Assignments

Mayor Burt pointed out that there were two names that were unintentionally missed from the list. The two additional people who were appointed to the Parks and Facility Long Range Plan Focus Group were Thomas Anderson and Olaitan Olanrewaju.

Councilmember Morris mentioned that there was a discussion about an appointment for someone, where there was a communication issue. He asked Mr. Dahl if the staff had followed up with the individual. Ms. Sullivan asked if the applicant was for the Parks Focus Group. Councilmember Morris replied that part of the discussion was for the applicant to be offered to join it. Mr. Dahl replied that staff would clarify the issue. Councilmember Stafford noted that she thought there were two people who were going to be followed up with.

Ms. Sullivan confirmed that the applicant mentioned by Councilmember Morris was not available for the Focus Group.

Councilmember Wilson pulled this item for discussion and read a statement. She thanked the applicants for having a desire to serve on the commissions. The Council spends an entire Saturday doing rapid interviews for candidates. After the interviews, the Council discusses each commission opening and appoints them one by one to fill the open seats. The process includes a discussion with the Council and has always ended with a unanimous thumbs-up for each person appointed to the commission. However, one candidate did not receive a unanimous thumbs-up from the Council and only received three thumbs-up. She explained that she is against the one appointment because the individual has attacked residents on social media, threatened to boycott businesses because they opposed the groups that rented the venue for private events, and has threatened her personally in public and has engaged in defamation, false statements, and lies. She explained that when there is an applicant pool that far exceeds commission openings, there is no reason for anyone to be appointed who does not receive a unanimous yes from the Council. She explained that the motion to accept all of the applicants instead of individuals, and would request to table the item and discuss it at a Council workshop.

Councilmember Wilson moved to table the item and move it into a Council workshop to discuss and then place the item on a future Council agenda. Motion failed due to a lack of a second.

**City Council Meeting Minutes
Wednesday, December 10, 2025**

Mayor Burt explained that there are many votes that the Council takes that are not unanimous. It is not required that it be unanimous because it is based on the majority. She clarified the interview process. The Council splits the interviews into two groups, and each Councilmember does not get to interview every person. Councilmember Wilson pointed out that there has never been a thumbs-down down for anyone who has been appointed during the advisory interviews. Councilmember Santini and Mayor Burt disagreed. Councilmember Morris mentioned that there has been a lot of give and take where one group has a preference for an applicant, and the Council negotiates. He added that there are unique qualifications for the Parks and Facility Long Range Plan Focus Group. He expressed his understanding of Councilmember Wilson's perspective and did not agree with it. Councilmember Wilson asked Councilmember Morris what he did not agree with. Councilmember Morris explained that the Councilmembers are public individuals and anyone can say anything about them, and it is part of the position. He noted that he did not agree that it was defamation.

Councilmember Santini expressed her appreciation for Councilmember Wilson's concern. She noted that the Council has not had such a divisive candidate, but there have been years when she has been outvoted on who should be on the commissions or advisory boards. She added that she did not think the item needed to be tabled because the Council would not reach a new conclusion. She added that the City needs the appointments to do what they need to do.

Councilmember Morris moved, seconded by Councilmember Stafford, to adopt a motion to approve appointments to City Advisory Commissions, the 2050 Comprehensive Plan Task Force, and the Park & Facility Long Range Plan Focus Group as listed in Council Letter 25-285 with the addition of the two members not listed and to approve Councilmember assignments to various liaison positions as listed in Council Letter 25-285.

Voting via voice:

Kim Wilson – no
Donna Stafford – aye
Steve Morris – aye
Jennifer Santini – aye
Anne Burt – aye

Transportation Report (2nd meeting of the month, May-October)

No items scheduled

City Administrator's Report

Mr. Dahl explained that staff would post a photo of the Metro micro map on the City's website. He showed the Council where the Metro micro had expanded within the city. There are additional connections with the Newport park and ride and the Gold Line, which can take people to the airport and the Mall of America.

Mr. Dahl noted that the primary election for representative district 47A would occur on Tuesday, December 16th. Ms. Sullivan added that the general election would be on January 27th. Councilmember Wilson encouraged people to find out their voting location ahead of time.

Mr. Dahl thanked the community for donating 1,500 pounds of food to Open Cupboard.

Mr. Dahl encouraged the community to Google Officer Stoffel and Minnesota Vikings to watch a snippet of video featuring Officer Stoffel from Woodbury, surprising his family by returning from his deployment.

Mr. Dahl gave a verbal update of upcoming City meetings.

- December 16, 2025 – Economic Development Commission Meeting, 7:30 a.m., Carver Conference Room at Public Works
- January 12, 2026 – Planning Commission Meeting
- January 14, 2026 – Council Workshop
- January 14, 2026 – Public Hearings

Adjournment

Mayor Burt moved, seconded by Councilmember Morris, to adjourn the meeting at 9:19 p.m.

Voting in Favor: Wilson, Stafford, Morris, Santini, Burt
Absent: None

**City Council Meeting Minutes
Wednesday, December 10, 2025**

Respectfully submitted,

Ashleigh Sullivan, Assistant City Administrator/City Clerk

Approved by the Woodbury City Council on January 14, 2025.

DRAFT

**City of Woodbury, Minnesota
Office of City Administrator**

Council Letter 26-03

January 14, 2026

To: The Honorable Mayor and Members of the City Council

From: Jeffrey J. Dahl, City Administrator

Subject: Approval of Valley Creek Road Trail Improvements Project (Colby Lake Underpass to Dancing Waters Parkway); Awarding the Construction Contract, Authorizing Execution of an Intergovernmental Agreement and a Professional Engineering Services Agreement

Summary

On January 10, 2024, City Council authorized preparation of plans and specifications, bidding, and property acquisition for the East Wellfield Raw Water Transmission Pipeline Project. This project scope included the Valley Creek Road Trail Improvement Project (Colby Lake Underpass to Dancing Waters Parkway).

On October 1, 2024, the City was awarded 2024 Active Transportation Grant funds through Metropolitan Council's Regional Solicitation in the amount of \$963,200 to fund up to 80 percent of the construction cost of this trail project. The remaining 20 percent or more of the construction costs will be funded evenly between the City of Woodbury and Washington County according to the established Washington County Cost Share Policy and intergovernmental agreement. Given the complex requirements of the Active Transportation grant funding, the Valley Creek Road Trail Improvement Project (Colby Lake Underpass to Dancing Waters Parkway) was bid as a separate construction contract from the East Wellfield Raw Water Transmission Pipeline Project.

Bids for the Valley Creek Road Trail Improvement Project were opened on November 19, 2025, at 10:00 a.m. A total of 12 responsible bids were received ranging from a high of \$2,148,479.75 to a low of \$952,561.00, with the lowest responsible bidder being A-1 Excavating LLC, in the amount of \$952,561.00. Staff have carefully reviewed and evaluated the bids and recommend award to A-1 Excavating, LLC.

To proceed with the Valley Creek Road Trail Improvement Project, Council is requested to award the construction contract, authorize an intergovernmental agreement with Washington County, and authorize a professional engineering service agreement with SEH, Inc. The overall cost for SEH's construction services is both reasonable and comparable given the scope and complexity of the project delivery.

Council Letter 26-03

January 14, 2026

Page 2

Recommendation

Staff recommends Council adopt the attached resolution awarding the construction contract to A-1 Excavating, LLC for the Valley Creek Road Trail Improvement Project, authorizing the Mayor and City Administrator to sign said contract and execute an intergovernmental agreement with Washington County and a professional engineering services agreement with SEH, Inc.

Fiscal Implications

The 2026 Adopted Annual Budget includes \$1,575,000 for the Valley Creek Road Trail Improvements Project (Colby Lake Underpass to Dancing Waters Parkway). Sufficient fund balance is available from a combination of Active Transportation Grant funds, Washington County cost-participation, and the Street Reconstruction/Maintenance Fund for a total project cost of \$1,260,000.

Policy

The Valley Creek Road Trail Improvements project follows the procedures set by Minnesota State Statutes regarding competitive bidding. Cooperative Agreements between the City and partner agencies require Council approval.

Public Process

The anticipated project schedule for the Valley Creek Road Trail Improvement Project is as follows:

| | |
|---|-------------------|
| Authorized Consultant Selection, Preparation of Plans and Specifications, Authorizing Acquisition | January 10, 2024 |
| Bid Opening | November 12, 2025 |
| Award Construction Contract, and Consultant Selection for Construction Administration Services | January 14, 2026 |
| Meetings with individual homeowners as needed | January 2026 |
| Neighborhood Meeting (Construction Kick-Off) | March 2026 |
| Begin Construction | May 2026 |
| Complete Construction | October 2026 |

Background

This trail gap along the north side of Valley Creek Road was identified as a priority project by the Parks and Natural Resources Commission and included in the City's capital improvement plan for coordination with future projects within the Valley Creek Road corridor. The project design was coordinated with the water treatment plant pipe project and has since been bid as a separate project. This is due to funding as complexity of delivering the project with 3M Settlement funds along with the Active Transportation Grant funds creates project cost share and grant requirement coordination issues. Two separate construction contracts create a clear distinction of the project components funded by each grant and the local funding cost shares.

| | |
|-------------------|---|
| Written By: | Drew Boxrud, Engineering Project Coordinator |
| Approved Through: | Tony Kutzke, Assistant Engineering Director/City Engineer |
| Attachment: | <ol style="list-style-type: none">1. Resolution2. Bid Award Recommendation |

Resolution 26-01

**Resolution of the City of Woodbury,
Washington County, Minnesota**

Awarding the Construction Contract to A-1 Excavating LLC, for the Valley Creek Road Trail Improvement Project, Authorizing the Mayor and City Administrator to Sign Said Contract and Execute an Intergovernmental Agreement with Washington County and a Professional Engineering Services Agreement with SEH, Inc.

WHEREAS, sealed bids were received and tabulated on November 19, 2025, at 10:00 a.m. for the Valley Creek Road Trail Improvements Project; and

WHEREAS, the date to receive bids for said improvements was established as November 19, 2025, at 10:00 a.m.; and

WHEREAS, the apparent low responsive and responsible bid was received from A-1 Excavating LLC at their total base bid price of \$952,561.00; and

WHEREAS, a notice to bidders for the construction of said improvements was advertised for twenty-one (21) days before the dates for opening of bids as required by law; and

WHEREAS, the final design for the trail gap project has been completed in coordination with the Woodbury Water Treatment Pipelines Projects; and

WHEREAS, pursuant to resolution 24-04, the Council previously directed the City Engineer to prepare construction plans and specifications; and

WHEREAS, the City Council accepted the Active Transportation Grant via resolution 24-212 providing up to eighty percent of the construction costs for the project; and

WHEREAS, Washington County has budgeted and agreed to a cost share of half of the required twenty percent local match through Intergovernmental Agreement for construction of the project; and

WHEREAS, the City wishes to retain the services of an engineering consultant to assist with said project; and

WHEREAS, staff has completed a consultant selection process and determined that SEH, Inc. is best positioned to complete this work; and

WHEREAS, staff recommends Council authorize a professional engineering service agreement with SEH, Inc. for construction administration.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Woodbury, Washington County, Minnesota as follows:

Resolution 26-01

January 14, 2026

Page 2

1. That the bid of A-1 Excavating LLC in the amount of \$952,561.00 total base bid for the Valley Creek Road Trail Improvements Project is the lowest responsive bid.
2. That a contract to perform said work is awarded to A-1 Excavating LLC, and that the Mayor and City Administrator are hereby authorized and directed to enter into a contract with said bidder.
3. The City Clerk is authorized and directed to return the deposit made for said bids, except the deposit of the successful bidder which shall be retained until a contract has been signed.
4. SEH, Inc., is hereby selected for professional engineering consulting services for construction administration for the Valley Creek Road Trail Improvements Project.
5. Authorization is hereby given to enter into a professional engineering consulting services agreement with SEH, Inc., in the amount of \$49,779 to perform the aforementioned scope of services.
6. Authorization is hereby given to the Mayor and City Administrator to enter into an Intergovernmental Agreement with Washington County splitting the required local match for funding at fifty percent for both the City and County.

This Resolution was declared duly passed and adopted and was signed by the Mayor and attested to by the City Administrator this 14th day of January, 2026.

Attest:

Anne W. Burt, Mayor

Jeffrey J. Dahl, City Administrator

(SEAL)



Building a Better World
for All of Us®

November 19, 2025

RE: Woodbury, Minnesota
Valley Creek Road Trail Improvements
City Project No. 10-2018-03
SEH No. WOODB 176955

City of Woodbury
8301 Valley Creek Rd
Woodbury, MN 55125

On Wednesday, November 19, 2025 at 10:00 am, twelve (12) bids were received for the above-referenced project. The bids ranged from a high of \$2,148,479.75 to a low of \$952,561.00. The low bid received was submitted by A-1 Excavating LLC of Bloomer, WI in the amount of \$952,561.00.

| | Contractor | Total Bid |
|----|-----------------------------------|------------------|
| 1 | A-1 Excavating LLC | \$952,561.00 |
| 2 | Veit & Company, Inc. | \$979,934.01 |
| 3 | Husky Construction | \$1,036,439.45 |
| 4 | UrbanEdge, LLC | \$1,088,370.00 |
| 5 | Max Steininger, Inc - Member | \$1,157,299.11 |
| 6 | Ashwill Companies | \$1,194,871.65 |
| 7 | McNamara Contracting | \$1,207,255.00 |
| 8 | Park Construction Company | \$1,312,093.01 |
| 9 | Sunram Construction, Inc. | \$1,321,163.00 |
| 10 | New Look Contracting, Inc. | \$1,441,373.00 |
| 11 | McLafferty Contracting Group, LLC | \$1,449,790.70 |
| 12 | Urban Companies | \$2,148,479.75 |
| | Engineer's Estimate | \$1,265,987.50 |

In reliance on our experience with A-1 Excavating LLC. and/or materials and information provided by the contractor, we have determined that 1) they have a sufficient understanding of the project and equipment to perform the construction for which it bid; and 2) according to their bonding agent they presently have the financial ability to complete the project bid. SEH makes no representation or warranty as to the actual financial viability of the contractor or its ability to complete its work.

Accordingly, we recommend the project be awarded to A-1 Excavating LLC. in the amount of \$952,561.00, which compares favorably with other bids received and the engineer's estimate shown above.

Sincerely,

Chad E. Setterholm, PE
Project Manager

ah

Attachment – Bid Tabulation

x:\uz\woodb\176955\6-bid-const\bidding docs\vcr trail\recommendation of award letter.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-3507

651.490.2000 | 800.325.2055 | 888.908.8166 fax | sehinc.com

SEH is 100% employee-owned | Affirmative Action–Equal Opportunity Employer

City of Woodbury, Minnesota
Office of City Administrator

Council Letter 26-04

January 14, 2026

To: The Honorable Mayor and Members of the City Council

From: Jeffrey J. Dahl, City Administrator

Subject: Approval of the Ojibway Park Vegetation Restoration Project; Awarding Construction Contract and Authorizing the Mayor and City Administrator to Sign Contract

Summary

The Ojibway Park Vegetation Restoration Project includes restoration work to reduce non-native plant cover and increase habitat quality. The City was awarded a Conservation Partners Legacy Grant from the Department of Natural Resources to complete this work.

On December 30, 2025, the City received a total of five bids for the Ojibway Park Vegetation Restoration Project. Staff recommends awarding the lowest responsible bid of \$363,918.16 to Stantec Consulting Services for the Ojibway Park Vegetation Restoration Project.

Recommendation

Staff recommends Council adopt the attached resolution awarding the Ojibway Park Vegetation Restoration Project construction contract to Stantec Consulting Services and authorizing the Mayor and City Administrator to sign said contract.

Fiscal Implications

The City was awarded funds in the amount of \$358,679 from the Department of Natural Resources Conservation Partners Legacy Grant Program with a required match of City funds in the amount of \$39,853 or ten percent. The 2025 Adopted Storm Water Utility Fund Budget includes funding in the amount of \$398,532 for the Ojibway Park Vegetation Restoration Project. With the 2025 to 2026 budget carry forward process, this grant revenue and project appropriation will be requested for Council approval. Sufficient funds in the amount of \$363,918.16 are available for a Construction Contract with Stantec Consulting Services.

Policy

Critical Success Factor – Environmental Stewardship.

Public Process

Council authorized application to the CPL Grant August 28, 2024. Council accepted the funds and entered into the Grant Agreement February 26, 2025. The bids were publicly opened on December 30, 2025.

Background

The Conservation Partners Legacy (CPL) Grant Program funds conservation projects that restore, enhance, or protect forests, wetlands, prairies, and habitat for fish, game, and wildlife in Minnesota. Funding for the CPL grant program is from the Outdoor Heritage Fund and is administered through the Minnesota Department of Natural Resources (DNR). The DNR requested applications for the Metro Grant Cycle in the fall of 2024. Woodbury was selected to receive \$358,679 through the CPL program in December for the 2025-2028 grant cycle.

| | |
|-------------------|---|
| Written By: | Kristin Seaman, Environmental Resources Coordinator |
| Approved Through: | Chris Hartzell, Engineering Director |
| Attachment: | Resolution |

Resolution 26-02

**Resolution of the City of Woodbury,
Washington County, Minnesota**

Awarding the Ojibway Park Vegetation Restoration Project Construction Contract to Stantec Consulting Services and Authorizing the Mayor and City Administrator to Sign Said Contract

WHEREAS, City of Woodbury publicly advertised requesting bids for the Ojibway Park Vegetation Restoration Project; and

WHEREAS, bids were received and tabulated on December 30, 2025, at 8:30 a.m.; and

WHEREAS, the apparent low responsive and responsible bid for the project was received by Stantec Consulting Services at their bid price of \$363,918.16; and

WHEREAS, staff recommends awarding the Ojibway Park Vegetation Restoration Project contract and authorizing the Mayor and City Administrator to sign contract.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Woodbury, Washington County, Minnesota as follows:

1. That the bid from Stantec Consulting Services in the amount of \$363,918.16 for the Ojibway Park Vegetation Restoration Project is the lowest responsive bid.
2. That the contract to perform said work is awarded to Stantec Consulting Services and that the Mayor and City Administrator are hereby authorized and directed to enter into the contract with said bidder.

This Resolution was declared duly passed and adopted and was signed by the Mayor and attested to by the City Administrator this 14th day of January, 2026.

Attest:

Anne W. Burt, Mayor

Jeffrey J. Dahl, City Administrator

(SEAL)

**City of Woodbury, Minnesota
Office of City Administrator**

Council Letter 26-05

January 14, 2026

To: The Honorable Mayor and Members of the City Council

From: Jeffrey J. Dahl, City Administrator

Subject: Approval of the Acceptance of the Woodbury Community Foundation Grant of \$300

Summary

The Woodbury Community Foundation has graciously provided a \$300 grant to the City of Woodbury to cover the 2025 expenditures associated with Woodbury Public Safety's community support to a resident who experienced a house fire.

Recommendation

Staff recommends Council adopt the attached resolution authorizing the acceptance of the Woodbury Community Foundation Grant of \$300.

Fiscal Implications

The City was awarded funds in the amount of \$300 from the Woodbury Community Foundation. There are sufficient funds available in the 2025 General Fund Adopted Budget - Police Division to cover the associated expenditures.

Policy

This program aligns with AD-ADMFIN-1.11 Grant Application and Management Policy.

Public Process

This is the first public process for this item.

Background

Woodbury Public Safety's mission is to serve all people with compassion and courage. An important part of this mission is to provide support to those in need. Public Safety personnel do this through acts of service and protection, connecting community members to long-term resources, and filling the gap between a need and when additional resources can be provided. In 2022, the Community Support Fund was created by the Woodbury Community Foundation to provide funds for Public Safety to use to support community members in crisis.

Council Letter 26-05

January 14, 2026

Page 2

In December 2025, the American Red Cross connected with Woodbury Public Safety seeking assistance and support for a Woodbury family who experienced a house fire in early December. The American Red Cross and the family were working with other resources for long term needs but needed support for basic needs such as household goods, clothing, and holiday items for their children. Woodbury Public Safety provided information about the Community Support Fund and provided the family with a \$300 Walmart gift card for the family to utilize for basic needs.

Written By: Elizabeth Owens, Community Relations Specialist-Public Safety
Approved Through: Tom Ehrenberg, Patrol Commander
Attachment: Resolution

Resolution 26-03

**Resolution of the City of Woodbury,
Washington County, Minnesota**

Authorizing the Acceptance of the Woodbury Community Foundation Grant of \$300

WHEREAS, the Woodbury Community Foundation has awarded the City of Woodbury a grant in the amount of \$300; and

WHEREAS, the grant supported expenditures associated with Woodbury Public Safety's community support to a resident who experienced a 2025 house fire; and

WHEREAS, Minn. Stat. § 465.03 requires a City to accept grants by resolution expressed in the terms prescribed by the donor in full; and

WHEREAS, a resolution from the City Council authorizing the City of Woodbury Public Safety Department to accept grants is required.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Woodbury, Washington County, Minnesota, that acceptance of the Woodbury Community Foundation Grant of \$300 is hereby authorized in accordance with the terms set forth herein.

This Resolution was declared duly passed and adopted and was signed by the Mayor and attested to by the City Administrator this 14th day of January, 2026.

Attest:

Anne W. Burt, Mayor

Jeffrey J. Dahl, City Administrator

(SEAL)

City of Woodbury, Minnesota
Office of City Administrator

Council Letter 26-06

January 14, 2026

To: The Honorable Mayor and Members of the City Council

From: Jeffrey J. Dahl, City Administrator

Subject: Approval of Acceptance of the Minnesota Chiefs of Police Foundation Community Partnership Grant of \$2000 and Approving the Associated Budget Amendment

Summary

The Minnesota Chiefs of Police Foundation has graciously awarded a Community Partnership Grant of \$2,000 to the City of Woodbury to cover the expenditures associated with Woodbury Public Safety’s Community Police Academy.

Recommendation

Staff recommends Council adopt the attached resolution authorizing the acceptance of the Minnesota Chiefs of Police Foundation Community Partnership Grant and approving the associated budget amendment.

Fiscal Implications

The City was awarded funds in the amount of \$2,000 from the Minnesota Chiefs of Police Foundation Community Partnership Grant. It is necessary to amend the 2026 Adopted Budget to reflect this increase in revenue and associated expenditures in the General Fund - Police Division- Miscellaneous Community Projects.

Policy

This program aligns with AD-ADMFIN-1.11 Grant Application and Management Policy.

Public Process

This is the first public process for this item.

Background

The Minnesota Chiefs of Police Foundation believes strong community partnerships should be a core principle in modern day policing practices. Therefore, the Minnesota Chiefs of Police Foundation offers

Council Letter 26-06

January 14, 2026

Page 2

grants to help advance community partnerships between community and police departments, as a way to deepen trust and transparency between the public and law enforcement.

The funds from this grant will cover expenditures associated with the new Community Police Academy. The Community Police Academy will be a 4-6 week program, bringing adult community members and police officers together each week for a two-hour session, including dinner and a presentation about a specific police unit, process, or service. Public Safety desires to cultivate opportunities where officers can get to know community members and community members can get to know officers. The Community Police Academy will provide a casual opportunity for conversation over dinner, an educational presentation to build awareness, and a question-and-answer period to continue to build trust and strong relationships between officers and the community.

| | |
|-------------------|---|
| Written By: | Elizabeth Owens, Community Relations Specialist-Public Safety |
| Approved Through: | Tom Ehrenberg, Patrol Commander |
| Attachment: | Resolution |

Resolution 26-04

**Resolution of the City of Woodbury,
Washington County, Minnesota**

Authorizing the Acceptance of the Minnesota Chief of Police Foundation Community Partnership Grant and Approving the Associated Budget Amendment

WHEREAS, the Minnesota Chief of Police Foundation has awarded the City of Woodbury a Community Partnership Grant in the amount of \$2,000; and

WHEREAS, the grant is used to support the expenditures associated with Woodbury Public Safety's Community Police Academy; and

WHEREAS, Minn. Stat. § 465.03 requires a City to accept grants by resolution expressed in the terms prescribed by the donor in full; and

WHEREAS, a resolution from the City Council authorizing the City of Woodbury Public Safety Department to accept grants is required.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Woodbury, Washington County, Minnesota, that acceptance of the Minnesota Chief of Police Foundation Community Partnership Grant of \$2,000 is hereby authorized in accordance with the terms set forth herein.

BE IT FURTHER RESOLVED, by the City Council of the City of Woodbury, Washington County, Minnesota to approve the following revenue increase to the 2026 City Budget:

| <u>Fund/Account</u> | <u>Amount</u> |
|--|---------------|
| General Fund - Miscellaneous Revenue 101-20-225-00000-485015-000- | \$2,000 |

BE IT FURTHER RESOLVED that the following 2026 expenditure increase be made:

| <u>Fund/Account</u> | <u>Amount</u> |
|---|---------------|
| General Fund - Police Division-Misc. Community Projects 101-20-225-00000-543020-000- | \$2,000 |

This Resolution was declared duly passed and adopted and was signed by the Mayor and attested to by the City Administrator this 14th day of January, 2026.

Attest:

Anne W. Burt, Mayor

Jeffrey J. Dahl, City Administrator

(SEAL)

City of Woodbury, Minnesota
Office of City Administrator

Council Letter 26-07

January 14, 2026

To: The Honorable Mayor and Members of the City Council
From: Jeffrey J. Dahl, City Administrator
Subject: Approval of Acceptance of the Woodbury Community Foundation Grant of \$3,380

Summary

The Woodbury Community Foundation graciously provided a \$3,380 grant to the City of Woodbury to cover the expenditures associated with the 2025 Woodbury Public Safety's holiday giving to those in need initiative.

Recommendation

Staff recommends Council adopt the attached resolution authorizing the acceptance of the Woodbury Community Foundation Grant of \$3,380.

Fiscal Implications

The City was awarded funds in the amount of \$3,380 from the Woodbury Community Foundation. There are sufficient funds available in the 2025 General Fund Adopted Budget - Police Division to cover the associated expenditures.

Policy

This program aligns with AD-ADMFIN-1.11 Grant Application and Management Policy.

Public Process

This is the first public process for this item.

Background

Woodbury Public Safety's mission is to serve all people with compassion and courage. An important part of this mission is to provide support to those in need. Public Safety personnel do this through acts of service and protection, connecting community members to long-term resources and filling the gap between a need and when additional resources can be provided. In 2022, the Community Support Fund was created by the Woodbury Community Foundation to provide funds for Public Safety to use to support community members in crisis.

Council Letter 26-07

January 14, 2026

Page 2

In 2025, the Community Support Fund received many generous donations. This allowed Public Safety the opportunity to coordinate an initiative that supported community members in need during the holiday season. Public Safety worked closely with SoWashCo CARES to identify nine families in crisis that would benefit from additional household supplies, clothing or gifts during the holiday season. Each family made an anonymous wish list and firefighters, police officers, and community service officers shopped locally for these items. Each family also received a gas gift card, Public Safety swag bag, and a notecard explaining the Community Support Fund and reminding our community members that they are never alone, and their Public Safety team is ready to serve with compassion and courage.

The requested items were either delivered to a school for the families to pick up or families visited the Public Safety building to pick up the items.

| | |
|-------------------|---|
| Written By: | Elizabeth Owens, Community Relations Specialist-Public Safety |
| Approved Through: | Tom Ehrenberg, Patrol Commander |
| Attachment: | Resolution |

Resolution 26-05

**Resolution of the City of Woodbury,
Washington County, Minnesota**

Authorizing the Acceptance of the Woodbury Community Foundation Grant of \$3,380

WHEREAS, the Woodbury Community Foundation has awarded the City of Woodbury a grant in the amount of \$3,380; and

WHEREAS, the grant was used to support the 2025 expenditures associated with Woodbury Public Safety's holiday giving to those in need initiative; and

WHEREAS, Minn. Stat. § 465.03 requires a City to accept grants by resolution expressed in the terms prescribed by the donor in full; and

WHEREAS, a resolution from the City Council authorizing the City of Woodbury Public Safety Department to accept grants is required.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Woodbury, Washington County, Minnesota, that acceptance of the Woodbury Community Foundation Grant of \$3,380 is hereby authorized in accordance with the terms set forth herein.

This Resolution was declared duly passed and adopted and was signed by the Mayor and attested to by the City Administrator this 14th day of January, 2026.

Attest:

Anne W. Burt, Mayor

Jeffrey J. Dahl, City Administrator

(SEAL)

**City of Woodbury, Minnesota
Office of City Administrator**

Council Letter 26-08

January 14, 2026

To: The Honorable Mayor and Members of the City Council

From: Jeffrey J. Dahl, City Administrator

Subject: Appointing Election Judges for the January 27, 2026 House District 47A Special Election

Summary

Per MN Statute the City Council must officially appoint individuals to serve as election judges for each election. Attached is the resolution including a list of election judges for the January 27, 2026 House District 47A Special Election.

Recommendation

Staff recommends Council adopt the attached resolution appointing election judges for the January 27, 2026 House District 47A Special Election.

Fiscal Implications

This is a budgeted expense as agreed upon via a Joint Powers Agreement between the City of Woodbury and Washington County.

Policy

- Minnesota Statute 204B.21, Subdiv. 2

Public Process

This is the first public process for this item.

Background

All judges will receive training on election procedures as required by state law and will be assigned to work based on their availability and Washington County's needs.

Written By: Ashleigh Sullivan, Assistant City Administrator/City Clerk
Approved Through: Angela Gorall, Deputy City Administrator

Attachment:

Resolution

Resolution 26-06

**Resolution of the City of Woodbury,
Washington County, Minnesota**

Appointing Election Judges for the January 27, 2026 House District 47A Special Election

WHEREAS, Minnesota Statute Section 204B.21, requires the governing body of a municipality to appoint election judges for each election precinct; and

WHEREAS, per the Joint Powers Agreement for Election Services, Washington County hires election judges to work in precincts within the city of Woodbury.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Woodbury, Washington County, Minnesota as follows:

1. That the individuals specified on EXHIBIT A attached hereto, each of whom is qualified to serve as an election judge, are hereby appointed as judges of election for the House District 47A Special Election on January 27, 2026 to act as such at the polling places listed on said exhibit.
2. That the election judges shall act as clerks of election, count the ballots cast, and submit the results to the county for canvass in the manner provided by Minnesota State Election Law.
3. That Washington County, pursuant to the Joint Powers Agreement with the City of Woodbury, is hereby authorized to appoint additional election judges, as needed, to fill vacancies that may occur on or before Election Day.

This Resolution was declared duly passed and adopted and was signed by the Mayor and attested to by the City Administrator this 14th day of January, 2026.

Attest:

Anne W. Burt, Mayor

Jeffrey J. Dahl, City Administrator

(SEAL)

EXHIBIT A
Election Judges for January 27, 2026 House District 47A Special Election

| Last | First | Precinct | Position |
|--------------|--------------|-----------------|-----------------|
| BLOCH | JOYCE | Woodbury P-01 | EJ |
| CHRISTIANSON | DAVID | Woodbury P-01 | HJ |
| EISENRICH | BETH | Woodbury P-01 | EJ |
| FRANEY | TIMOTHY | Woodbury P-01 | EJ |
| JONES | ELIZABETH | Woodbury P-01 | CJ |
| PESKORZ | JOSEPH | Woodbury P-01 | EJ |
| RICKSON | JAMES | Woodbury P-01 | EJ |
| SZONDY | JOY | Woodbury P-01 | EJ |
| THELEN-LIEBL | ZACHARY | Woodbury P-01 | EJ |
| | | | |
| BALTHAZOR | ROLAND | Woodbury P-02 | EJ |
| BRANDT | BRADLY | Woodbury P-02 | EJ |
| HARDER | ANTHONY | Woodbury P-02 | EJ |
| LEVINE | CHARLES | Woodbury P-02 | CJ |
| LYON | WILLIAM | Woodbury P-02 | EJ |
| RYAN JR | WILLIAM | Woodbury P-02 | EJ |
| SALKOWICZ | GARY | Woodbury P-02 | EJ |
| TYRRELL | KARL | Woodbury P-02 | EJ |
| WESTPHAL | KELLY | Woodbury P-02 | HJ |
| | | | |
| ARGO | KAREN | Woodbury P-03 | EJ |
| BLAZOVICH | JANELL | Woodbury P-03 | EJ |
| BOBLETT | JAMES | Woodbury P-03 | EJ |
| BRIOL | JOSEPH | Woodbury P-03 | HJ |
| GILLESPIE | BRUCE | Woodbury P-03 | EJ |
| HICKEY | KAREN | Woodbury P-03 | EJ |
| JOHNSON | KAREN | Woodbury P-03 | EJ |
| SULLIVAN | ANGELA | Woodbury P-03 | EJ |
| THOMPSON | MONICA | Woodbury P-03 | EJ |
| VITALE | JENNIFER | Woodbury P-03 | EJ |
| | | | |
| HAGEN | JOYCE | Woodbury P-04 | EJ |
| HILL | VALERIA | Woodbury P-04 | EJ |
| POST | KEVIN | Woodbury P-04 | EJ |
| SHOWALTER | JOHN | Woodbury P-04 | HJ |
| TABAKOVICH | SLOBODAN | Woodbury P-04 | EJ |
| WASMUNDT | GARY | Woodbury P-04 | CJ |
| | | | |
| FREGARD | JOHN | Woodbury P-05 | EJ |
| MILLER | CAMILLE | Woodbury P-05 | EJ |
| MULLEN | MICHAEL | Woodbury P-05 | CJ |
| NESS | SUMITRA | Woodbury P-05 | HJ |
| O'HEARN | KAREN | Woodbury P-05 | EJ |

SKUZA
WHITCOMB

MARY
DAVID

Woodbury P-05
Woodbury P-05

EJ
EJ

| Last | First | Precinct | Position |
|-------------|--------------|-----------------|-----------------|
| CARMEAN | KIM | Woodbury P-06 | EJ |
| GEHRING | AMBER | Woodbury P-06 | HJ |
| KROEBER | SANDRA | Woodbury P-06 | EJ |
| MARCOTTE | JAMES | Woodbury P-06 | EJ |
| PELTON LINK | JEANNA | Woodbury P-06 | CJ |
| RYAN | RENEE | Woodbury P-06 | EJ |
| RYLICKI | SHERI | Woodbury P-06 | EJ |
| STITES | ELIZABETH | Woodbury P-06 | EJ |
| DRESSER | JANE | Woodbury P-07 | EJ |
| FRAZIER | RENWICK | Woodbury P-07 | EJ |
| JOHNSON | DAVID W | Woodbury P-07 | EJ |
| LUADTKE | JAMES | Woodbury P-07 | EJ |
| MEDLICOTT | GERALD | Woodbury P-07 | EJ |
| REHBEIN | KATHRYN | Woodbury P-07 | HJ |
| RIEHLE | JOHN | Woodbury P-07 | EJ |
| SKUZA | DAVID | Woodbury P-07 | CJ |
| GAULKE | RHONDA | Woodbury P-08 | HJ |
| HARRELL | AARON | Woodbury P-08 | EJ |
| HEINEN | SHANNON | Woodbury P-08 | EJ |
| HOU | TREVOR | Woodbury P-08 | EJ |
| KAZDA | CRISTINA | Woodbury P-08 | EJ |
| KNAAK | MARCIA | Woodbury P-08 | EJ |
| LUXEM | DENNIS | Woodbury P-08 | EJ |
| PETTEE | PAMELA | Woodbury P-08 | EJ |
| SIMONE | WENDY | Woodbury P-08 | EJ |

**City of Woodbury, Minnesota
Office of City Administrator**

Council Letter 26-09

January 14, 2026

To: The Honorable Mayor and Members of the City Council

From: Jeffrey J. Dahl, City Administrator

Subject: Approval of Ordinance Amending Chapter 11, Article VII Taxicabs and Chapter 11, Article XIII Small Vehicle Passenger Services

Summary

City Code contains language regarding licensing requirements for taxicabs and other small vehicle passenger services. During the recodification process, staff and the City Attorney identified that these sections are out of date and should be removed given there are no current license holders and staff have not issued either license type since 2008. Staff and the City Attorney have identified this as a “clean-up” item and are recommending Council consider amending Code to remove these sections.

Recommendation

Staff recommends Council adopt the attached ordinance amending City Code Chapter 11, Article VII Taxicabs and Chapter 11, Article XIII Small Vehicle Passenger Services, and authorize staff to publish the Summary Ordinance in the City’s designated official newspaper.

Fiscal Implications

Staff do not anticipate fiscal implications given there have been no revenues from these licensing programs since 2008.

Policy

- City Code Chapter 11
- Minn. Statute 221.091 Subdiv. 2 provides for cities to regulate small vehicle passenger service via ordinance

Public Process

The proposed ordinance has been posted on the website and an InTouch notice was completed.

Background

Several other governmental entities regulate transportation services, including MnDOT and the Metropolitan Airports Commission (MAC). Given this regulatory landscape and the declining demand for City licenses, several metro-area cities have acted recently to sunset their taxicab licensing programs, including Bloomington and Plymouth.

Written By: Ashleigh Sullivan, Assistant City Administrator/City Clerk

Approved Through: Angela Gorall, Deputy City Administrator

- Attachments:
1. Draft Ordinance – Strikethrough Version
 2. Draft Ordinance – Final Version
 3. Summary Ordinance

**City of Woodbury
Washington County, Minnesota**

Ordinance No. 2072

An Ordinance of the City of Woodbury, Washington County, Minnesota providing that the City Code be amended by repealing Chapter 11, Article VII Taxicabs and Chapter 11, Article XIII Small Vehicle Passenger Services.

THE CITY COUNCIL OF THE CITY OF WOODBURY, WASHINGTON COUNTY, MINNESOTA DOES ORDAIN:

SECTION ONE. Chapter 11, Article VII. Taxicabs, of the City Code of the City of Woodbury is hereby repealed.

~~ARTICLE VII. TAXICABS~~

~~DIVISION 1. GENERALLY~~

~~**Sec. 11-111. Definitions.**~~

~~The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:~~

~~*Operate* means the soliciting or accepting for transportation of passengers for hire within the city.~~

~~*Operator* means any person who owns or controls the use of one or more taxicabs.~~

~~*Taxicab* means any motor vehicle engaged in the carrying of persons for hire having a capacity of seven passengers or less.~~

~~*Taxicab driver* means any person who drives a taxicab.~~

~~*Taxicab stand* means any place along the curb or street or elsewhere which is exclusively reserved by the city for the use of taxicabs.~~

~~*Taximeter* means any mechanical instrument or device approved by the chief of police by means of which a charge for hire of a taxicab is mechanically calculated and on which such charge is plainly indicated.~~

~~(Code 1985, § 1508.02)~~

~~**Sec. 11-112. Examination and tests of vehicles.**~~

~~The chief of police may examine and test licensed taxicabs at any time. The chief of police shall maintain a constant vigilance to see that all taxicabs are kept in a good condition for public service.~~

~~(Code 1985, § 1508.04)~~

~~Sec. 11-113. Rates and charges.~~

- (a) ~~The council may by resolution regulate the minimum and maximum taxicab fares for all taxicabs licensed under this article and such regulated fares shall take effect ten days after the finance director/deputy clerk has mailed copies of the resolution to all taxicab licenses.~~
- (b) ~~It shall be unlawful for any person to refuse to pay the legal fare of a taxicab after having hired the same. It shall be unlawful for any person to hire any taxicab with intent to defraud the person from whom it is hired of the value of his services.~~

~~(Code 1985, §§ 1508.05, 1508.14)~~

~~Sec. 11-114. Restrictions on number of passengers.~~

~~No more than two persons in addition to the driver shall be carried in the front seat of any taxicab. No more than seven passengers exclusive of the driver shall be carried in any taxicab.~~

~~(Code 1985, § 1508.13(B))~~

~~Sec. 11-115. Lost articles.~~

~~Whenever any property is left in or on any taxicab or is left in the custody of the driver of any taxicab, the driver shall upon the discovery thereof forthwith deliver same to the finance director/deputy clerk unless property is sooner delivered to the owner.~~

~~(Code 1985, § 1508.11)~~

~~Sec. 11-116. Taxicab stands.~~

~~When not in motion licensed taxicabs shall park at stands designated by resolution. The resolution shall also designate the number of taxicabs which may be stationed at a stand. No taxicab shall remain parked at the head of a column of two or more taxicabs at any stand for more than one hour consecutively. After that time, it shall move and permit the taxicab next in line to move up to the head of the column. No taxicab shall park within 30 feet of any crosswalk unless this portion of the street has been designated as a taxicab stand. Only licensed taxicabs shall be permitted to park at any taxicab stand.~~

~~(Code 1985, § 1508.12)~~

~~Secs. 11-117—11-125. Reserved.~~

~~DIVISION 2. VEHICLE LICENSE~~

~~Sec. 11-126. Required.~~

~~No operator shall operate a taxicab within the city without first having obtained a license therefor. A separate license shall be obtained for each taxicab.~~

~~(Code 1985, §§ 1508.03, 1508.07)~~

~~Sec. 11-127. Application.~~

~~An applicant for the license required by this division shall make written application to the finance director/deputy clerk on a form provided by the city.~~

(Code 1985, § 1508.03)

Sec. 11-128. Inspection of vehicle and vehicle requirements.

- (a) The chief of police or some other employee acting on behalf of the city and designated by the chief of police, shall thoroughly and carefully examine each taxicab before a license is obtained to operate the same. No taxicab shall be licensed which does not comply with the following:
- (1) It must be in a thoroughly safe condition for the transportation of passengers.
 - (2) The applicant must submit a statement from a reputable service garage or vehicle repair shop certifying that each vehicle to be licensed is completely safe for operation and transportation of passengers.
 - (3) It must be clean, in good appearance and well painted and varnished.
 - (4) It must be equipped with a taximeter in good working order which is lighted and sealed and so located as to permit the passenger to see the meter when operating.
- (b) A license shall be refused for any vehicle found unfit or unsuited for public patronage and the license of any such unfit or unsuitable vehicle shall be revoked.

(Code 1985, § 1508.04)

Sec. 11-129. Insurance requirements.

No taxicab license shall be issued until the applicant therefor shall obtain a policy of liability insurance issued by an insurance company authorized to do business in the state. Such policy must be approved by the city attorney and filed with the finance director/deputy clerk. Each insurance policy shall provide that it cannot be cancelled without 15 days written notice to the city, and the term of the policy shall be for the term of the license. The limit in a policy of liability of the insured on account of the ownership, maintenance and use of a taxicab shall be not less than \$100,000.00 for bodily injuries or the death of one person, \$300,000.00 on account of any accident resulting in bodily injuries to or death of more than one person, and \$50,000.00 liability for damage of property of others arising out of one accident.

(Code 1985, § 1508.08)

Sec. 11-130. Fee term.

The person applying for a taxicab license shall before being issued a license pay to the finance director/deputy clerk the license fee established by resolution. All licenses shall expire at the end of the calendar year for which they were issued.

(Code 1985, § 1508.06)

Sec. 11-131. Transfer.

The license required by this division may be transferred upon payment of the transfer fee established by resolution and approval of the city council.

(Code 1985, § 1508.06)

~~Sec. 11-132. Form.~~

~~A taxicab license shall contain the name, signature and address of the owner and a description of the vehicle, including the serial number, state license number, the make and model of the vehicle and the license number assigned by the finance director/deputy clerk.~~

~~(Code 1985, § 1508.07)~~

~~Sec. 11-133. Revocation or suspension.~~

~~Taxicab licenses may be revoked by the city council for cause after hearing or may be suspended by the chief of police provided the chief of police presents reasons for suspension against the license holder at a meeting of the city council immediately following the suspension, otherwise, the suspension shall terminate.~~

~~(Code 1985, § 1508.09)~~

~~Secs. 11-134—11-145. Reserved.~~

~~DIVISION 3. DRIVERS~~

~~Sec. 11-146. Permit—Generally.~~

~~(a) No person shall drive a taxicab in the city without a permit issued by the city administrator. No person shall employ a person to drive a taxicab who does not have the required permit.~~

~~(b) A person required to obtain a permit shall file an application upon a form furnished by the finance director/deputy clerk giving the following information:~~

~~(1) His full name, residence, place of residence for five years previously to moving to his present address, age, height, color of eyes, and year and place of birth, and place of previous employment.~~

~~(2) Whether he has ever been convicted of a felony or misdemeanor.~~

~~(3) Whether he has previously been licensed as a driver or chauffeur and if so, when and where.~~

~~(4) Whether his license has ever been revoked and for what cause.~~

~~The application shall be signed and sworn to by the applicant and filed with the chief of police as a permanent record.~~

~~(c) All applications shall be investigated under the supervision of the chief of police and when the investigation is completed the application shall be forwarded by the chief of police to the finance director/deputy clerk. A temporary permit may be issued pending investigation for a period not to exceed 20 days.~~

~~(d) No permit shall be issued to a person who is not:~~

~~(1) At least 18 years of age.~~

~~(2) Of sound physique and good eyesight and not subject to epilepsy, vertigo, heart trouble, or other infirmity of the body or mind which might render him unfit for the operation of a taxicab. A signed statement from a licensed physician indicating such must be submitted by the applicant. The statement shall not be more than one year old.~~

~~(3) Clean in dress and person and not addicted to the use of intoxicating liquors or drugs.~~

~~(e) A taxicab driver must carry the permit at all times in a visible location in the taxicab. Pending compliance with the conditions above set forth, no person shall drive a licensed taxicab within the city.~~

~~(f) Violation of this section is grounds for revocation of a taxicab license.~~

~~(Code 1985, § 1508.10; Ord. No. 1567, § 1567.05, 4-24-91)~~

~~**Sec. 11-147. Same—Exemption and requirements for drivers licensed in other municipalities.**~~

~~(a) A taxicab driver who is licensed to operate in another municipality in this state may carry passengers from such municipality to any place within the city and may freely use the streets and thoroughfares for that purpose and may receive passengers for carriage to such municipality, and such a driver is not required to obtain a permit under this division. Such driver shall not solicit business on the streets of the city or otherwise operate within the city without such permit.~~

~~(b) While within the city the driver of a taxicab from another municipality in the state shall have with him the license certificate for the vehicle and display same to any authorized person upon demand.~~

~~(Code 1985, § 1508.10)~~

~~**Sec. 11-148. Conduct generally.**~~

~~Taxicab drivers shall be clean and courteous at all times.~~

~~(Code 1985, § 1508.13(A))~~

~~**Sec. 11-149. Solicitation of passengers.**~~

~~No taxicab driver shall solicit patronage in a loud, noisy or boisterous tone of voice or manner or to lay hands upon the person or baggage of any person without the consent of such person or to obstruct the movement of any person or to follow any person for the purpose of soliciting patronage.~~

~~(Code 1985, § 1508.13(D))~~

~~**Sec. 11-150. Duty to carry passengers.**~~

~~No taxicab driver shall refuse or neglect to convey an orderly person or persons upon request unless previously engaged or unable or forbidden by the provisions of this article to do so.~~

~~(Code 1985, § 1508.13(C))~~

~~**Secs. 11-151—11-160. Reserved.**~~

SECTION TWO. Chapter 11, Article XIII. Small Vehicle Passenger Services, of the City Code of the City of Woodbury is hereby repealed.

ARTICLE XIII. SMALL VEHICLE PASSENGER SERVICES

DIVISION 1. GENERALLY

Sec. 11-450. Definitions.

The following words, terms and phrases, when used in this article, shall have the meaning ascribed to them in this section, except where the context clearly indicates a different meaning:

Operate means the soliciting or accepting for transportation of passengers for hire within the city.

Operator means any person who owns or controls the use of one or more small vehicle passenger services.

Small vehicle means any vehicle used in a small vehicle passenger service designed to transport seven or fewer persons, including the driver.

Small vehicle driver means any person who drives a small vehicle.

Small vehicle passenger service means a service provided by a person engaged in the for-hire transportation of passengers in a vehicle designed to transport seven or fewer persons, including the driver.

(Ord. No. 1706, 9-27-2000)

Sec. 11-451. Examination and tests of vehicles.

The director of public safety may examine and test licensed small vehicles at any time. The director of public safety shall maintain a constant vigilance to see that all small vehicles are kept in a good condition for public service.

(Ord. No. 1706, 9-27-2000)

Sec. 11-452. Rates and charges.

(a) The council may by resolution regulate the minimum and maximum small vehicle fares for all small vehicles licensed under this article and such regulated fares shall take effect ten days after the finance director/deputy clerk has mailed copies of the resolution to all small vehicle licensees.

(b) It shall be unlawful for any person to refuse to pay the legal fare of a small vehicle after having hired the same. It shall be unlawful for any person to hire any small vehicle with intent to defraud the person from whom it is hired of the value of his services.

(Ord. No. 1706, 9-27-2000)

Sec. 11-453. Restriction on number of passengers.

No more than seven persons including the driver shall be transported in any small vehicle.

(Ord. No. 1706, 9-27-2000)

Sec. 11-454. Lost articles.

Whenever any property is left in or on any small vehicle or is left in the custody of the driver of any small vehicle, the driver shall upon the discovery thereof forthwith deliver same to the department of public safety unless property is sooner delivered to the owner.

(Ord. No. 1706, 9-27-2000)

~~Secs. 11-455—11-474. Reserved.~~

~~DIVISION 2. VEHICLE LICENSE~~

~~Sec. 11-475. Required.~~

~~No operator shall operate a small vehicle within the city without first having obtained a license therefor. A separate license shall be obtained for each small vehicle.~~

(Ord. No. 1706, 9-27-2000)

~~Sec. 11-476. Application.~~

~~An applicant for the license required by this division shall make written application to the finance director/deputy clerk on a form provided by the city.~~

(Ord. No. 1706, 9-27-2000)

~~Sec. 11-477. Inspection of vehicle and vehicle requirements.~~

~~(a) The director of public safety, or some other employee acting on behalf of the city and designated by the director of public safety, shall thoroughly and carefully examine each small vehicle before a license is obtained to operate the same. No small vehicle shall be licensed which does not comply with the following:~~

~~(1) It must be in a thoroughly safe condition for the transportation of passengers.~~

~~(2) The applicant must submit a statement from a reputable service garage or vehicle repair shop certifying that each vehicle to be licensed is completely safe for operation and transportation of passengers.~~

~~(3) It must be clean, in good appearance and well painted and varnished.~~

~~(b) A license shall be refused for any vehicle found unfit or unsuited for public patronage and the license of any such unfit or unsuitable vehicle shall be revoked.~~

(Ord. No. 1706, 9-27-2000)

~~Sec. 11-478. Insurance requirements.~~

~~No small vehicle license shall be issued until the applicant therefor shall obtain a policy of liability insurance issued by an insurance company authorized to do business in the state. Such policy must be approved by the city attorney and filed with the department of public safety. Each insurance policy shall provide that it cannot be canceled without 15 days' written notice to the city, and the term of the policy shall be for the term of the license. The limit in a policy of liability of the insured on account of the ownership, maintenance and use of a small vehicle shall be not less than \$200,000.00 for bodily injuries or the death of one person, \$600,000.00 on account of any accident resulting in bodily injuries to or death of more than one person, and \$200,000.00 liability for damage of property of others arising out of one accident.~~

~~An annual aggregate policy of not less than \$1,000,000.00 may be obtained in lieu of the above limits.~~

(Ord. No. 1706, 9-27-2000)

Sec. 11-479. Fee term.

The person applying for a small vehicle license shall, before being issued a license, pay to the director of public safety the license fee established by resolution. All licenses shall expire at the end of the calendar year for which they were issued.

(Ord. No. 1706, 9-27-2000)

Sec. 11-480. Transfer.

The license required by this division may be transferred upon payment of the transfer fee established by resolution and approval of the city council.

(Ord. No. 1706, 9-27-2000)

Sec. 11-481. Form.

A small vehicle license shall contain the name, signature and address of the owner and a description of the vehicle, including the serial number, state license number, the make and model of the vehicle and the license number assigned by the director of public safety.

(Ord. No. 1706, 9-27-2000)

Sec. 11-482. Revocation or suspension.

Small vehicle licenses may be revoked by the city council for cause after hearing or may be suspended by the director of public safety provided the director of public safety presents reasons for suspension against the license holder at a meeting of the city council immediately following the suspension, otherwise, the suspension shall terminate.

(Ord. No. 1706, 9-27-2000)

Secs. 11-483—11-492. Reserved.

DIVISION 3. DRIVERS

Sec. 11-493. Permit—Generally.

- (a) No person shall drive a small vehicle in the city without a permit issued by the director of public safety. No person shall employ a person to drive a small vehicle who does not have the required permit.
- (b) A person required to obtain a permit shall file an application upon a form furnished by the director of public safety giving the following information:
 - (1) His full name, residence, place of residence for five years previously to moving to his present address, age, height, color of eyes, and year and place of birth, and place of previous employment.
 - (2) Whether he has ever been convicted of a felony or misdemeanor.
 - (3) Whether he has previously been licensed as a driver or chauffeur and if so, when and where.
 - (4) Whether his license has ever been revoked and for what cause.

The application shall be signed and sworn to by the applicant and filed with the chief of police as a permanent record.

- (c) All applications shall be investigated under the supervision of the chief of police. A temporary permit may be issued pending investigation for a period not to exceed 20 days.
- (d) No permit shall be issued to a person who is not:
 - (1) At least 18 years of age.
 - (2) Of sound physique and good eyesight and not subject to epilepsy, vertigo, heart trouble, or other infirmity of the body or mind which might render him unfit for the operation of a small vehicle. A signed statement from a licensed physician indicating such must be submitted by the applicant. The statement shall not be more than one year old.
 - (3) Clean in dress and person and not addicted to the use of intoxicating liquors or drugs.
- (e) A small vehicle driver must carry the permit at all times in a visible location in the small vehicle. Pending compliance with the conditions above set forth, no person shall drive a licensed small vehicle within the city.
- (f) Violation of this section is grounds for revocation of a small vehicle license.

(Ord. No. 1706, 9-27-2000)

Sec. 11-494. Same—Exemption and requirement for drivers licensed in other municipalities.

- (a) A small vehicle driver who is licensed to operate in another municipality in this state may carry passengers from such municipality to any place within the city and may freely use the streets and thoroughfares for that purpose and may receive passengers for carriage to such municipality, and such a driver is not required to obtain a permit under this division. Such driver shall not solicit business on the streets of the city or otherwise operate within the city without such permit.
- (b) While within the city the driver of a small vehicle from another municipality in the state shall have with him the license certificate for the vehicle and display same to any authorized person upon demand.

(Ord. No. 1706, 9-27-2000)

Sec. 11-495. Conduct; generally.

Small vehicle drivers shall be clean and courteous at all times.

(Ord. No. 1706, 9-27-2000)

Sec. 11-496. Solicitation of passengers.

No small vehicle driver shall solicit patronage in a loud, noisy or boisterous tone of voice or manner or to lay hands upon the person or baggage of any person without the consent of such person or to obstruct the movement of any person or to follow any person for the purpose of soliciting patronage.

(Ord. No. 1706, 9-27-2000)

~~Sec. 11-497. Duty to carry passengers.~~

~~No small vehicle driver shall refuse or neglect to convey an orderly person or persons upon request unless previously engaged or unable or forbidden by the provisions of this article to do so.~~

~~(Ord. No. 1706, 9-27-2000)~~

~~Sec. 11-498. Penalty provision.~~

~~Any person who shall do or commit any act that is forbidden by the provisions of this article shall be guilty of a misdemeanor and, upon conviction thereof, shall be punished by a fine not to exceed \$700.00 or imprisonment for a period not to exceed 90 days, or both.~~

~~(Ord. No. 1706, 9-27-2000)~~

SECTION THREE. Chapter 11, Article I, Section 11-2 Criminal History Background Investigations, of the City Code of the City of Woodbury is hereby amended to read as follows:

Sec. 11-2. – Criminal history background investigations.

The Woodbury Public Safety Department is hereby authorized, as the exclusive entity within the city, to do a criminal history background investigation on the applicants for the following licenses and registrations within the city:

- Lawful gambling premise permits;
- Liquor licenses;
- Massage therapy business;
- Massage therapist;
- Mobile vendor driver registration;
- Pawnbroker/precious metal licenses;
- Peddler licenses;
- ~~Small vehicle passenger services licenses;~~
- Solicitor registration;
- ~~Taxicab licenses;~~
- Cannabinoid products licenses;
- Tobacco licenses.

In conducting the criminal history background investigation on license and registration applicants, the public safety department is authorized to access data maintained in the Minnesota Bureau of Criminal Apprehension's computerized criminal history information system in accordance with BCA policies as are established from time to time. Any data that is accessed and acquired shall be maintained at the public safety department under the care and custody of the public safety director or designee. A summary of the results of the computerized criminal history data may be released by the public safety department to the licensing authority, including the city council, the city clerk, or other city staff involved in the license approval process.

Before the investigation is undertaken, the applicant must authorize the public safety department by written consent to undertake the investigation. The written consent must fully comply with the provisions of M.S. Ch. 13 regarding the collection, maintenance and use of the information.

All licenses and registration under this chapter shall have a continuing obligation as a condition of the license or registration to report to the city clerk the issuance of a complaint for or conviction on any criminal charges for offenses identified within the eligibility sections of this Code for which the licensee or registrant is the named party within a judicial proceeding. All such reports shall be due in writing within 48 hours of any charge, complaint or pleading being served upon the licensee or registrant. Failure to report to the city clerk as required herein shall be grounds for license or registration revocation.

SECTION FOUR. Effective Date

This ordinance shall be effective upon passage and publication.

Passed and Duly Adopted by the City Council of the City of Woodbury, Washington County, Minnesota, this 14th Day of January, 2026.

Attest:

Anne W. Burt, Mayor

(SEAL)

Jeffrey J. Dahl, City Administrator

**City of Woodbury
Washington County, Minnesota**

Ordinance No. 2072

An Ordinance of the City of Woodbury, Washington County, Minnesota providing that the City Code be amended by repealing Chapter 11, Article VII Taxicabs and Chapter 11, Article XIII Small Vehicle Passenger Services.

THE CITY COUNCIL OF THE CITY OF WOODBURY, WASHINGTON COUNTY, MINNESOTA DOES ORDAIN:

SECTION ONE. Chapter 11, Article VII. Taxicabs, of the City Code of the City of Woodbury is hereby repealed.

SECTION TWO. Chapter 11, Article XIII. Small Vehicle Passenger Services, of the City Code of the City of Woodbury is hereby repealed.

SECTION THREE. Chapter 11, Article I, Section 11-2 Criminal History Background Investigations, of the City Code of the City of Woodbury is hereby amended to read as follows:

Sec. 11-2. – Criminal history background investigations.

The Woodbury Public Safety Department is hereby authorized, as the exclusive entity within the city, to do a criminal history background investigation on the applicants for the following licenses and registrations within the city:

- Lawful gambling premise permits;
- Liquor licenses;
- Massage therapy business;
- Massage therapist;
- Mobile vendor driver registration;
- Pawnbroker/precious metal licenses;
- Peddler licenses;
- Solicitor registration;
- Cannabinoid products licenses;
- Tobacco licenses.

In conducting the criminal history background investigation on license and registration applicants, the public safety department is authorized to access data maintained in the Minnesota Bureau of Criminal Apprehension's computerized criminal history information system in accordance with BCA policies as are established from time to time. Any data that is accessed and acquired shall be maintained at the public safety department under the care and custody of the public safety director or

designee. A summary of the results of the computerized criminal history data may be released by the public safety department to the licensing authority, including the city council, the city clerk, or other city staff involved in the license approval process.

Before the investigation is undertaken, the applicant must authorize the public safety department by written consent to undertake the investigation. The written consent must fully comply with the provisions of M.S. Ch. 13 regarding the collection, maintenance and use of the information.

All licenses and registration under this chapter shall have a continuing obligation as a condition of the license or registration to report to the city clerk the issuance of a complaint for or conviction on any criminal charges for offenses identified within the eligibility sections of this Code for which the licensee or registrant is the named party within a judicial proceeding. All such reports shall be due in writing within 48 hours of any charge, complaint or pleading being served upon the licensee or registrant. Failure to report to the city clerk as required herein shall be grounds for license or registration revocation.

SECTION FOUR. Effective Date

This ordinance shall be effective upon passage and publication.

Passed and Duly Adopted by the City Council of the City of Woodbury, Washington County, Minnesota, this 14th Day of January, 2026.

Attest:

Anne W. Burt, Mayor

Jeffrey J. Dahl, City Administrator

(SEAL)

**City of Woodbury
Washington County, Minnesota**

SUMMARY OF ORDINANCE NO. 2072

Notice: This published material is only a summary of an ordinance of the City of Woodbury amending the Woodbury City Code Ch. 11. The full text is available for public inspection at the Woodbury City Hall during regular business hours and on the City website.

Title: An Ordinance of the City of Woodbury, Washington County, Minnesota providing that the City Code be amended by repealing Chapter 11, Article VII Taxicabs and Chapter 11, Article XIII Small Vehicle Passenger Services.

Summary of Woodbury Ordinance No. 2072

Ordinance No. 2072 repeals the licensure regulations for taxicabs and small vehicle passenger services and amends a related section of Chapter 11 to remove references to taxicab and small vehicle passenger services licenses.

This Ordinance shall become effective upon publication.

Passed and adopted by the City Council of the City of Woodbury, Washington County, Minnesota, this 14th day of January 2026.

Attest:

Anne W. Burt, Mayor

Jeffrey J. Dahl, City Administrator

(SEAL)

**City of Woodbury, Minnesota
Office of City Administrator**

Council Letter 26-10

January 14, 2026

To: The Honorable Mayor and Members of the City Council

From: Jeffrey J. Dahl, City Administrator

Subject: Approval of Designating Depository of Public Funds

Summary

Minnesota State Statutes 118A.02 requires the City Council to designate the City's depository of public funds. The City and CorTrust Bank extended the current banking service agreement in December of 2025 for twelve months until January 1, 2027.

Recommendation

Staff recommends Council adopt a motion designating CorTrust Bank as the City's depository of public funds for the year 2026.

Fiscal Implications

The interest income and fees per the agreement are accounted for in the 2026 budget.

Policy

In accordance with the Investment Policy (CD-FIN-5.3) and Financial Reporting to City Council (CD-FIN-5.14), this action affirms staff's recommendation to designate CorTrust as the City's depository of public funds.

Public Process

This is the first public process for this item.

Background

Not Applicable.

Written By: Jason Schirmacher, Chief Financial Officer/Controller
Approved Through: Angela Gorall, Deputy City Administrator
Attachment: None



City Administrator's Report January 2026

9B

Administration and Finance

Hiring and Recruiting Update

The Human Resource Division is progressing through the hiring process for police officer, community service officer, firefighter/paramedic, fire cadet, administrative assistant (part-time) - public safety, IT specialist, and human resources specialist.

Applications are available online for the following full-time positions:

- Accountant I
- Fleet technician

Part-time

- Pee Wee sports and tumbling coach

Volunteer opportunities for police and fire explorers are also available on our city website. Visit woodburymn.gov/Employment to review and apply.

Community Development

The chart below compares the 2025 year-end totals with the previous year's totals, as well as comparisons to the five-year average data (2021-2025). Single family home construction is lower than the previous year as well as the five-year average, which is consistent with what is being seen across the metro area. This slower pace of new residential development was anticipated due to the delayed opening of Sub-Phase 2D. That said, total residential units in 2025, are up significantly from last year (71.2 percent), which is due to the two apartment projects currently under construction. Woodbury hasn't had any new apartment units constructed since 2022 when Orville Commons was built. Also of note is that the total square footage of new commercial construction is more than double last year's total, and on par with the five-year average. Finally total permit volume was up slightly year-over-year (7.7 percent) but is down 15 percent from the five-year average.

| Type of permit | 2025 | 2024 | Percent Change (2024-2025) | 5-Year Average (2021-2025) |
|-------------------------------|-------------|--------------|----------------------------|----------------------------|
| Single Family Units | 207 | 333 | -37.8% | 348 |
| Townhome Units | 78 | 119 | -34.5% | 106 |
| Apartment Units | 489 | 0 | NA | 220 |
| Total Residential Units | 774 | 452 | 71.2% | 673 |
| New Commercial Square Footage | 563,047 SF* | 267,493 SF** | 110.5% | 586,108 SF |
| Total Permits Issued | 6822 | 6,336 | 7.7% | 8,100 |

* Includes Woodbury Water Treatment Plant (124,723 SF) and Water Tower (1,386 SF)

**Includes Washington County Central Service Center (31,375 SF)

Significant Projects: December 2025

| <i>Business Name</i> | <i>Address</i> | <i>Project</i> | <i>Valuation</i> |
|---|--------------------------|-----------------------|------------------|
| Commercial New | | | |
| Total Commercial New | | | \$0 |
| Commercial Additions/Alterations/Leasehold Improvements/Remodels with Permit Value above \$100,000 | | | |
| All Breed Obedience | 2357 Ventura Dr Ste 116 | Leasehold Improvement | \$110,000 |
| Total Commercial New | | | \$110,000 |
| New Businesses | | | |
| CMG Bank | 731 Bielenberg Dr 204 | | |
| Listo! Fresh Mexican Grill | 1960 Donegal Dr 15 | | |
| Natural Care Center of Woodbury | 10150 City Walk Dr Ste F | | |
| Paris Baguette | 9040 Hudson Rd 201 | | |
| Pemberton Real Estate | 731 Bielenberg Dr 209 | | |
| Sora Pediatric Therapy | 1505 Queens Dr 101 | | |
| Zo Eastern Medicine | 670 Commerce Dr 140 | | |

Information & Communications Technology

2026 Legislative Priorities Approved

At the December council meeting, the Council approved the city’s state and federal legislative priorities. Throughout 2026, city staff and elected officials will work with Woodbury’s state and federally elected officials to advocate for the city’s requests and bring additional resources back to the city.

At the state level, the city will be asking for a state bonding request of \$2M for the La Lake Park Restoration and Development Project, as well as a sales tax exemption for the water treatment plant and water tower, including the pipeline and construction materials. The city will also be advocating on various positions including a commitment to housing diversity, support for statewide recommendations to address e-transportation safety concerns, support for the Equal Access to Broadband bill, and support for sales tax exemption on all city projects.

The federal legislative priorities include congressionally directed spending requests for the following: Deferred water storage maintenance projects (\$4M); Community Development Block Grant request for trails (\$2.5M); Security Updates for Public Safety Expansion and Renovation (\$2M); and Public Safety technology requests (\$1-2M).

City Newsletter and Website Have a New Look

For the first time since 2021, the city’s website is being refreshed this month, while this City Update newsletter received its first makeover since 2014. The upgraded website will feature a new calendar and “chatbot” help feature. A chatbot is an AI-generated search engine that enhances the searchability function of a website.



The City Update newsletter features a new magazine-style look and feel, making the content more digestible and inviting. It also helps the city stay up to date in how it shares important information with its residents and businesses. The website and newsletter are continuously rated as top sources of information about Woodbury government in the resident community survey conducted every two years (most recently in 2024).

The changes provide an ideal opportunity to update some of the city’s brand guidelines and design elements across all its communications platforms. The city will also be refreshing the Parks and Recreation programs brochure (coming in late February/March), and other communications tools, including the InTouch email notification system messages, PowerPoint presentations, one-pagers, social media posts and videos.

The new brand colors, fonts and design elements support the city’s efforts to establish a more unified and sophisticated identity. The city’s logo will remain the same.

December 2025 Facebook insights from city-operated pages

| Page | Followers | Top Post Topic | Top Post Reach |
|--------------------|-----------|-----------------------------|----------------|
| City of Woodbury | 12,808 | NYE events / offices closed | 16,769 |
| Public Safety | 19,273 | Statement from Jason Posel | 148,787 |
| Parks & Recreation | 9,868 | Outdoor rink open reel | 139,826 |

Parks and Recreation

Recreation

The Cookies and Crafts with Santa event brought families together for a cozy morning of holiday fun and creativity. Kids enjoyed hands-on crafts, tasty treats, and a special visit with Santa that helped the season feel magical.





Outdoor ice-skating rinks opened for the season on Dec. 22. Skaters can enjoy rinks at Colby Lake Park, Kargel Park, Shawnee Park, and Ojibway Park.

The Shawnee Park warming house is currently closed due to construction and is anticipated to reopen the first week of January following building updates. Warming houses are also available at Colby Lake Park, Kargel Park, and Shawnee Park and are monitored by a roaming supervisor.

User-controlled rink lights are available at all locations. Rink conditions and hours may change, and skaters are encouraged to

follow posted rules and safety guidelines.

Central Park

The TPT Viewers Like Us Club brought senior citizens together to watch "Remember the Magic" inside the Central Park Amphitheater. Following the viewing, participants enjoyed a lively discussion reflecting on the show and sharing memories sparked by the program.



The Central Park Art and Craft Fair showcased a wide variety of unique, handmade items from 21 talented local and regional artists. Visitors enjoyed browsing, shopping, and connecting with creators in a

welcoming atmosphere.

Since its opening, Central Park has proven to be well received by the community, with particularly high engagement at Lookout Ridge through daily admissions, birthday parties and private rentals. We are excited to carry the momentum into 2026, especially for room and event rentals, Lookout Ridge birthday parties, and full-facility rentals of the Woodlands multi-purpose room.



Lookout Ridge (LOR) Rentals & Admissions

- 41 private LOR rentals were held Oct.-Dec. 2025.
- 17,644 total daily admissions were recorded at Lookout Ridge between Oct. 6 and Dec. 30, 2025.
- 96 birthday parties were hosted Oct.-Dec. 2025.

Facility Use

- 65 recreation or partner programs, celebrations and events were hosted by the facility in the short few months Central Park was open in 2025.

M Health Fairview Sports Center

The outdoor rink opened for the season on Dec. 1 and has seen hockey usage and plenty of holiday parties and recreational skaters. High school hockey kept sports center staff busy; the week of Dec. 15-20 the sports center hosted five high school games in a row!



The Woodbury Area Hockey Club celebrated its 50th anniversary at the sports center on Dec. 30 with skating, food trucks, and vendors. Congratulations on 50 years of community impact!

Public Safety

Career Development Positions and New Assignments

The police division offers a variety of career development positions officers can apply for. These positions provide opportunities for officers to develop new skills and help fulfill a need in the department and community. Applying for these positions is a competitive process. Six officers are beginning career development positions in January. Brett Murphy will be a trainer, joining our training unit; Stacey Krech will be a detective, joining our Investigations division; Michael Carlson will be the desk officer, Robert Mancini will be the community outreach officer, and Jack Milbauer and Luke Taschuk will be officers in our new traffic unit.

Officer James Stoffel will also begin his new assignment as the school resource officer at East Ridge High School in Jan.

Community Engagement and Outreach

December was filled with many different outreach events. The police team coordinated Heroes and Helpers, where high school students shopped, along with officers, for gifts for 21 of their anonymous peers in need. On the same evening, 20 elementary school children shopped, along with officers, for holiday gifts for their family. These events are an innovative partnership between Woodbury Public Safety, SoWashCo CARES, Woodbury's local schools and Target.



The police and fire team participated in the National Latino Peace Officers Association's annual Shop with a Cop event at Woodbury's Walmart. This event is a collaboration between multiple public safety agencies across the metro with over 75 first responders attending and serving more than 40 youth.



City Administrator's Report

January 2026

Page 6

Public Safety partnered with Woodbury schools and shopped locally for 9 families in need this holiday season. Families made wish lists for first responders to shop from. Police officers, community service officers and firefighters purchased necessities such as bedding, bath towels, kitchen tools, cleaning supplies and clothing, along with a few fun items that would bring joy to these families through the holidays. This new initiative was fully funded by generous donations to the Woodbury Community Foundation's Community Support Fund.

Public Works

Street Division Winter Operations

The City of Woodbury received approximately 17 inches of snowfall in



December and about 6 inches in November, placing snowfall totals slightly above the historical average for this point in the winter season.

As a result, streets division crews have been busier with plowing and snow operations this winter compared to the past two years, which experienced well-below-average snowfall. For comparison, the average annual snowfall for the Twin Cities is approximately 54 inches, and during



the 2023–2024 winter, the area received about 29.5 inches of snow for the entire season, with 29.4 inches in 2022–2023. With several of the snowiest months still ahead, crews remain prepared to respond as winter conditions continue to develop.

Tree Program Updates

In 2025, the City of Woodbury successfully introduced two new tree programs to address Emerald Ash Borer impacts and support restoration of the community tree canopy. The Tree Replacement Rebate Program debuted on Arbor Day, April 24, offering homeowners reimbursement of up to \$199 per tree (maximum of three trees) to replace removed trees on private property. To date, 50 of 95 approved participants have completed the program, resulting in 87 new trees planted! The program is planned to continue in 2026 with minor adjustments.

The Private Ash Tree Removal Assessment Program launched May 1, providing homeowners with an alternative financing option for the removal of hazardous and infested ash trees through a special assessment on their property taxes. Since its launch, 50 homeowners have participated, with 159 ash trees removed! The program has utilized 34.16 percent of its allocated budget, reflecting strong participation and responsible fiscal management.

Upcoming Meetings

Neighborhood Meetings

1. US Solar, Jan. 15, 2026, 6 p.m., Council Chambers

Preliminary Items Scheduled for the Planning Commission Meeting of Jan. 26, 2026:

1. Country Estates Subdivision, Preliminary Plat, 32-2025-00595
2. Forty7Pines, Comprehensive Plan Amendment, Planned Unit Development, Conditional Use Permit, Preliminary Plat, 29-2025-00592
3. Woodbury Active Adult, Rezoning, Planned Unit Development, Conditional Use Permit, Preliminary

Plat, Site and Building Plan, 05-2025-00594

Preliminary Items Scheduled for the Council Workshop Meeting of Jan. 28, 2026:

1. Discuss Budget Process for 2027
2. Strength Finders with Council

Preliminary Public Hearings Scheduled for Jan. 28, 2026:

No Items Scheduled

Other Meetings

1. City Council/Advisory Commission Kick-off Event, Jan. 21, 2026, 5:30 p.m., Woodlands at Central Park
2. Economic Development Commission, Jan. 27, 2026, 7:30 a.m., Carver at Public Works

Respectfully submitted,

Jeffrey J. Dahl, City Administrator