



May 6, 2016

Dear Woodcrest Residents and Property Owners,

The purpose of this letter is to update the residents and property owners of the Woodcrest neighborhood regarding the proposed Woodcrest Sanitary Sewer Improvement Project.

Communications

A key component of the City Community Oriented Local Government Philosophy (COG) is community involvement by incorporating community feedback in making participative and transparent decisions. It has been and continues to be the City's intent to provide the Woodcrest neighborhood with information relevant to the Woodcrest Sanitary Sewer Project in order to facilitate a more informed discussion regarding the topic.

In discussion with Woodcrest residents at the Woodcrest Sanitary Sewer Improvement Hearing on March 10, it was agreed between the City Council and those residents in attendance that email would be the most timely and efficient mode of communication with the Woodcrest neighborhood (mailed notices can take up to 2-3 days to reach the recipient). This included notice of meetings on the topic and advising interested parties of the availability of information on the City's website. Interested individuals were asked to fill out a form that evening or contact the City with their contact information. Unfortunately, it was found at the April 28 meeting that a number of residents had not received the emailed information. Despite good intentions, the use of email to provide information and notice of meetings was not effective. Therefore, future communication items will be mailed via US Postal Service.

Availability and Timing of Information

The City is posting staff reports and other information related to the Woodcrest Sanitary Sewer Improvement Project on the City's website for easy access (www.ci.enm.mn.us). Click on the "Woodcrest Sewer" button under "Current Projects" on the right side of the front page. Staff reports on the topic for upcoming meetings will be posted on the website once they have been provided to the City Council. This is typically the Friday or Monday before the Council meeting.

The staff report that was provided to the City Council for the April 28 meeting and will be presented to the City Council at the March 12 meeting is currently available on the website. It has also been attached for reference.

Notice of Upcoming Meeting

The City Council will continue its consideration of a revised proposal regarding the Woodcrest Sanitary Sewer Improvement Project at its next meeting on Thursday, May 12, 2016. The meeting will be held at 7:30 p.m. in the City Council Chambers, City Hall, 601 Main Street. The Council tabled its consideration of the topic at its meeting on April 28 after it was found that a number of residents had not received emailed notice regarding the availability of information on the City's website and the April 28 meeting.

Community feedback is a core element of the Community Involvement component of the City's Community Oriented Local Government Philosophy (COG). Feedback on the revised proposal for the Woodcrest Sanitary Sewer Improvement Project (attached) is encouraged. Although the review of the topic on May 12 is not a public hearing, the City Council will be taking public comment. The City Council requests that comment be provided in advance of the meeting, so they can be given due consideration by the Council. Comment in advance of the meeting may be emailed to the City Administrator, mailed to City Hall to the attention of the City Administrator or dropped off at City Hall during regular business hours. The Council will also take public comment at the meeting, but requests that the comments are limited to the specific of the revised project proposal and/or new information.

Do not hesitate to contact either the City Engineer or the City Administrator with any questions.

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