

GREENWOOD CITY COUNCIL WORKSESSION
Tuesday, February 3, 2009 6:00 p.m.
Council Chambers 20225 Cottagewood Road Deephaven MN 55331

1. CALL TO ORDER- ROLL CALL - APPROVAL OF AGENDA

Mayor Kind called the worksession to order at 6:00 p.m.

Members present: Mayor Kind, Councilmembers Fletcher, Rose and Page

Members absent: Councilmember Quam

Others present: City Administrator Whipple, City Attorney Kelly, and Recording Secretary Link

Councilmember Fletcher moved to approve the worksession agenda. Motion carried unanimously.

2. PREPARATION FOR ASSESSOR PRE-BOARD MEETING

Kind stated Councilmember Fletcher had suggested the Council discuss what they want to cover with the assessor at the Pre-Board meeting. She distributed a spreadsheet showing information on home sales in Greenwood that are part of a sales study which includes regular residential and lakeshore residential sales. She noted the assessor's valuation is at 96.4% of what the homes sold for. It is the County's goal to have all cities at 95% or slightly higher. The study period is October 1 through September 30 of a calendar year. Six sales are needed to have a meaningful study and the number of sales in Greenwood exceeded that requirement. Fletcher stated it is important to know ahead of time what will happen at the Board of Review meeting. It was noted the Board of Review will be held on April 16. Whipple stated tax notices will be sent out in early March. Residents are given instructions on what they need to do if they do not agree with their valuation. Those who attend the Board of Review meeting are given an opportunity to explain why. Rose explained how the County reviews all comments, performs any necessary appraisals, and brings their recommendations to the reconvened meeting.

3. ADMINISTRATOR OVERSIGHT SUB-COMMITTEE REPORT

Kind and Fletcher have met with the City Administrator and touched on the \$8,500 to use at her discretion. The goal is to not use it all. The first priority was to hire a recording secretary. E-mailing the utility bills and newsletters was also discussed. Whipple will make efforts to attend police and fire board meetings. Work hours and summer pay were also discussed. Ordinances are in the process of being published. Quarterly meetings are scheduled to review financials.

Fletcher stated a sign and bell will be placed in the window for anyone needing Whipple's help.

4. DISCUSS GREENWOOD FEES

Kind stated this item was on last month's agenda, and she volunteered to get information on what other cities are charging. She stated the last time the code book was cleaned up was in 1996. Kelly stated most of the fees are set by resolution, and Section 510 should say the same thing. We will review the fees one-by-one and vote on them at the City Council meeting. Kind stated it is up to the Councilmembers to recuse themselves when discussing the fees.

The first fee discussed was the dog at large fee which Greenwood doesn't currently charge. Fletcher didn't know if it was an issue for Greenwood. Rose believed it could help. Page stated we need to know what the police are charging. Council concurred there shouldn't be an additional fee if the police are charging adequately. Council discussed the \$500 fee for potentially dangerous animal licenses. Kelly recommended it stay as it currently is. Kennel licenses are set at \$50. Whipple noted she has never issued any kennel licenses. Wild animal permits are \$10. Kelly suggested an ordinance be adopted not allowing wild animals. It was also recommended the building moving permit and building permit remain as is. Marina license fees were reviewed. Kelly stated the fee should be in line with expenses related with administration. Rose believed the current fee might be too low. Whipple estimated the time spent on the marina license renewals is around four hours. Rose stated the per slip fee should go up as well as the base fee. Kind suggested the base fee would be increased to \$120 with \$6 per slip. Page didn't think they should be raised at all. Kelly stated all license fees should be equal to the cost of administration. It was determined the fees would be increased nominally. Municipal dock fees were discussed. Fletcher was in favor of a nominal increase. He suggested \$825, a 10% increase. Kelly stated this is an enterprise fund, so the fee is not limited. Page stated he didn't think the fee should be raised. He believed Excelsior and Tonka Bay's fees are out of line. He suggested more docks be added if possible. Kind suggested \$900. She suggested another worksession be held at the March 3 meeting at 6:00 p.m.

5. ADJOURNMENT

There being no further business, it was moved by Page to adjourn the meeting at 5:56 p.m. Motion carried unanimously.

Respectfully submitted,

Clare T. Link
Recording Secretary