

Greenwood City Council Meeting

7 PM, **THURSDAY**, August 5, 2010
20225 Cottagewood Road ~ Deephaven, MN 55331 ~ 952-474-6633

AGENDA

Welcome to the Greenwood city council meeting. We are glad you are here! Members of the public are invited to address the council regarding any item on the agenda. If your topic is not on the agenda, you may speak during Matters from the Floor. And as a friendly reminder, please turn off your cell phones.

- 7:00 PM 1. CALL TO ORDER ~ ROLL CALL ~ APPROVE AGENDA
- 7:00 PM 2. CONSENT AGENDA
Council members may request removal of consent agenda items for further discussion. Removed items will be placed under Other Business.
- A. Recommendation: Approve 07-06-10 Council Minutes
 - B. Recommendation: Approve 07-06-10 Work Session Minutes
 - C. Recommendation: Approve June Cash Summary Report
 - D. Recommendation: Approve July Payables
- 7:05 PM 3. MATTERS FROM THE FLOOR
This is an opportunity for the public to address the council regarding matters not on the agenda. The council will not engage in discussion or take action on items presented at this time. However, the council may ask for clarification and may include items on a future agenda. Comments are limited to three minutes.
- 7:10 PM 4. ANNOUNCEMENTS, PRESENTATIONS & REPORTS
- A. Proposals: Associated Insurance Group and Northern Capital Insurance Group
 - B. Chief Bryan Litsey: South Lake Minnetonka Police Department Budget
 - C. Meet City Prosecutor Greg Keller
- 7:40 PM 5. PUBLIC HEARINGS
- A. None
- 7:40 PM 6. UNFINISHED BUSINESS
- A. Second Reading: Ordinance 185 Regulation of Adult Establishments, Code Section 1178
 - B. Consider: Resolution 12-10 Summary of Ordinance #185 for Publication
- 7:45 PM 7. NEW BUSINESS
- A. Consider: Resolution 14-10 Regarding Voting Procedure
 - B. Consider: 2011 Contract for Assessor Services from Hennepin County
 - C. Consider: Beaver Dam Removal Options
 - D. Consider: Resolution 16-10 Vintage Waste Recycling Renewal
 - E. Consider: Excelsior Fire District Budget
 - F. Set Date: Budget Hearing and Final Budget / Levy Approval, Recommendation 12/7 @ 7 PM
- 8:05 PM 8. OTHER BUSINESS
- A. None
- 8:05 PM 9. COUNCIL REPORTS
- A. Fletcher: Planning Commission, Lake Minnetonka Communications Commission, Milfoil, Minnehaha Creek Watershed District
 - B. Kind: Police, Administration
 - C. Page: Lake Minnetonka Conservation District
 - D. Quam: Roads & Sewer
 - E. Rose: Fire
- 8:15 PM 10. ADJOURNMENT

Agenda times are approximate. Please be ready 10 minutes prior to your agenda topic. Every effort will be made to keep the agenda on schedule.

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GREENWOOD CITY COUNCIL MEETING

Tuesday, July 6, 2010 7:00 p.m.

Council Chambers ~ 20225 Cottagewood Road ~ Deephaven MN 55331

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

Mayor Kind called the meeting to order at 7:00 p.m.

Council present: Tom Fletcher, Deb Kind, Kelsey Page, and Bob Quam

Council absent: William Rose

Others present: City Attorney Mark Kelly, Zoning Administrator/City Clerk Gus Karpas, and Recording Secretary Clare Link

Page moved to approve the agenda. Fletcher seconded the motion. Motion carried 4-0.

2. APPROVE CONSENT AGENDA

Councilmember Page moved to approve the following consent items.

- A. Recommendation: Approve 06-01-10 Work Session Minutes
- B. Recommendation: Approve 06-01-10 Council Minutes
- C. Recommendation: Approve May Cash Summary Report
- D. Recommendation: Approve June Payables
- E. Recommendation: Approve Resolution 15-10 Adoption of Final 2030 Comprehensive Plan

Councilmember Quam seconded the motion. Motion approved 4-0.

3. MATTERS FROM THE FLOOR

None

4. ANNOUNCEMENTS, PRESENTATIONS & STAFF REPORTS

Quam moved to move Item A to the end of Section 4. Page seconded the motion. Motion carried 4-0.

B. Announcement: Minnehaha Creek Watershed District, Public Hearing for Wetland Rules and Shoreline/Streambank Rules, 7 pm, Thursday, July 8, 2010, MCWD District Office

Kind noted a meeting will be held on Thursday, July 8 at 7:00 p.m. at the MCWD office to for a public hearing to comment on proposed changes for shoreline/streambank rules. Fletcher discussed the changes. He will attend the meeting.

C. Announcement: Night to Unite, Tuesday, August 3, 2010

Night to Unite is Tuesday, August 3. Residents should call David Hohertz at SLMPD if they would like an officer to attend.

D. **Announcement: City Office Filing 8/3-8/17, Primary Election 8/10, Absentee Voting for General Election Begins 9/17, General Election 11/2**

Kind noted residents can file to run for city office between August 3 and August 17. Questions regarding the upcoming elections can be directed to Gus Karpas.

A. **Proposal: Northern Capital Insurance Group**

Kind reviewed a proposal from Northern Capital Insurance Group regarding the city's insurance with the League of Minnesota Cities. She explained what Northern Capital would provide if the city changes agents. Page asked if our current agent had been notified that the council was considering making a change. Kind said she would contact him.

Quam moved to continue this item to the August meeting. Page seconded the motion. Motion carried 4-0.

5. **PUBLIC HEARINGS**

None

6. **UNFINISHED BUSINESS**

A. **Second Reading: Ordinance #183 Regulation of Telecommunications Facilities, Code Section 1179**

Quam moved to approve Ordinance #183 regulating telecommunications facilities, Code Section 1179. Fletcher seconded the motion. Motion carried 4-0.

B. **Consider: Resolution #10-10 Summary of Ordinance #183 for Publication**

Fletcher moved to adopt Resolution #10-10, summary of Ordinance #183 for publication. Quam seconded the motion. Motion carried 4-0.

7. **NEW BUSINESS**

A. **Consider: Resolution #11-10 Appointing 2010 Election Judges and Absentee Ballot Board**

Fletcher moved to adopt Resolution #11-10 appointing 2010 election judges and absentee ballot board. Quam seconded the motion. Motion carried 4-0.

B. **Consider: Resolution #14-10 Regarding Voting Procedure**

Quam moved to continue consideration of the adoption Resolution #14-10 regarding voting procedure to the August meeting. Page seconded the motion. Motion carried 4-0.

C. **First Reading: Ordinance #185 Regulation of Adult Establishments, Code Section 1178**

Kind stated the Planning Commission reviewed Ordinance #185 regarding the regulation of adult establishments, Code Section 1178 at a recent meeting. Page asked where the language relating to hours of operation came from. Kind stated it is the language from the Minnetonka ordinance.

Page asked if the sign restrictions are different than what is required of other businesses. Kind stated they are more restrictive for adult establishments. Councilmembers discussed the proximity of this use to a residentially zoned neighborhood.

Fletcher moved to approve the first reading for Ordinance #185 regulation of adult establishments, Code Section 1178. Quam seconded the motion. Motion carried 4-0.

D. **Consider: Resolution #12-10 Summary of Ordinance #185 for Publication**

This item continued to the August meeting. No motion made.

E. **Consider: Resolution #13-10 Greenwood & Deephaven Letter of Understanding**

Kind stated the administration sub-committee (Kind and Fletcher) met with Deephaven representatives to hammer out the details for the letter of

understanding for administrative responsibilities for three years.

Page stated that a three-year agreement was premature as the original intent was to try the arrangement with Deephaven out for the remainder of the year. Kind stated that since the council needs to determine the preliminary 2011 budget by September, that it is appropriate to work on an agreement with Deephaven before the end of the year. Fletcher discussed the purpose of the contract and the fact it can be terminated with 180 days notice by either party without any penalties. Page stated that he opposed the 6-month notice provision regarding the termination of any agreement.

Councilmembers discussed the terms of the contract. It was noted that in most cases, we must ask Deephaven to perform the work.

Fletcher moved to adopt Resolution #13-10, Greenwood & Deephaven Letter of Understanding from 2011 - 2013. Quam seconded the motion. Motion carried 3-1. Page opposed the motion.

8. **OTHER BUSINESS**

None

9. **COUNCIL REPORTS**

A. **Kind: Police, Administration Transition Report**

Kind attended the SLMPD Coordinating Committee budget meeting recently where three budget scenarios were reviewed. The largest part of the increase is from health insurance premiums and single employees moving to family coverage. It is hoped the budget will be ready for the August meeting. Kind stated the administration transition with Deephaven is moving along smoothly. Xcel is planning a major project along the LRT trail beginning in 2011. A high voltage line will be replaced which results in fewer poles.

B. **Rose: Fire**

Rose was absent.

C. **Quam: Roads & Sewer (MCES I/I Grant Program)**

Quam stated road construction will begin the week of July 12 for a one-week

period. Residents will be notified prior to the start of work. Parking will not be allowed on those city streets during the construction period.

D. Fletcher: Planning Commission, Lake Minnetonka Communications Commission, Milfoil

Karpas reported on recent Planning Commission activity. Fletcher reported on LMCC activities.

E. Page: Lake Minnetonka Conservation District

Page stated there is an ongoing dispute between neighbors in St. Alban's Bay relating to a canopy. He discussed a possible dock configuration of the Greenwood docks.

10. ADJOURNMENT

There being no further business, it was moved by Quam to adjourn the meeting at 8:05 p.m. Fletcher seconded the motion. Motion carried 4-0.

Respectfully submitted,

Clare T. Link
Recording Secretary

Greenwood City Council Work Session

8:15 PM, Tuesday, July 6, 2010

Council Chambers ~ 20225 Cottagewood Road ~ Deephaven, MN 55331

MINUTES

1. Call to Order ~ Roll Call ~ Approve Agenda

Mayor Kind called the meeting to order at 8:15 PM.

Council present: Tom Fletcher, Deb Kind, Kelsey Page, and Bob Quam

Council absent: William Rose

Others present: City Attorney Mark Kelly

Quam moved to approve the agenda. Second by Fletcher. Motion carried 4-0.

2. Unemployment Claim Discussion

The council discussed former administrator Roberta Whipple's claim for unemployment benefits. The state ruled that Whipple is not eligible for benefits. Whipple has until July 14 to appeal the state's decision.

3. Code Book Discussion

The council discussed section 425, the reorganization of chapters 9 and 10, and the definitions in chapter 12. Next steps are:

- Kind will make revisions per the council's discussion.
- The planning commission will hold a public hearing for chapters 11 and 12 at their July 21 meeting.
- The council will review the planning commission's recommendations for chapters 11 and 12 at the August 5 work session.
- A clean copy of all chapters will be ready for a public hearing and 1st reading at the September 7 council meeting.

4. Budget Discussion

The council discussed the first draft of the budget which shows a -2.60% reduction in expenses and a -3.03% reduction in general property tax levy. Categories that need further review are: IT Consulting, Accounting Services, Telephone Services, Computer Hardware / Software, Police, Fire, Spring Clean-Up, Insurance, and Bridge Fund. The next draft of the budget also will include budgets for Parks, Marina, Sewer and Stormwater funds.

5. Set Date for Next Work Session

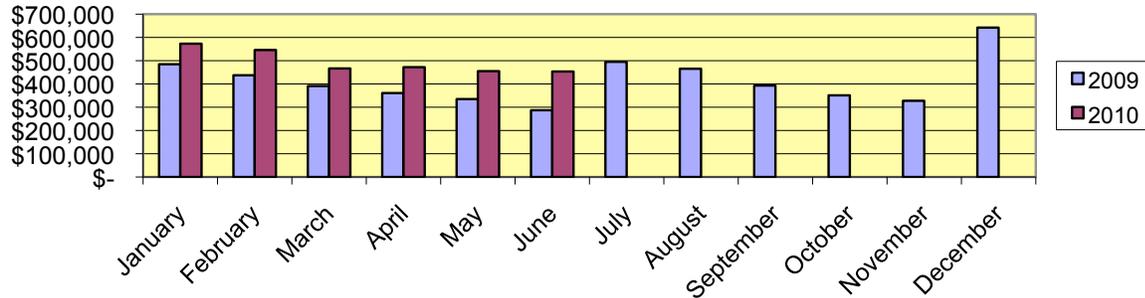
The next work session will be 5:30 PM on August 5, 2010 and continue after the council meeting until 9 PM.

6. Adjournment

Page moved to adjourn at 9:35 pm. Second by Fletcher. Motion carried 4-0.

Respectfully submitted by Deb Kind

City of Greenwood Monthly Cash Summary



Month	2009	2010	Variance with Prior Month	Variance with Prior Year
January	\$ 484,702	\$ 573,056	\$ (69,158)	\$ 88,354
February	\$ 437,334	\$ 545,897	\$ (27,159)	\$ 108,563
March	\$ 391,150	\$ 466,631	\$ (79,266)	\$ 75,481
April	\$ 360,843	\$ 472,069	\$ 5,438	\$ 111,226
May	\$ 334,929	\$ 454,955	\$ (17,114)	\$ 120,026
June	\$ 286,999	\$ 453,487	\$ (1,468)	\$ 166,488
July	\$ 495,051	\$ -	\$ (453,487)	\$ (495,051)
August	\$ 465,300	\$ -	\$ -	\$ (465,300)
September	\$ 393,080	\$ -	\$ -	\$ (393,080)
October	\$ 351,022	\$ -	\$ -	\$ (351,022)
November	\$ 327,615	\$ -	\$ -	\$ (327,615)
December	\$ 642,214	\$ -	\$ -	\$ (642,214)

Bridgewater Bank Money Market:	\$	\$ 222,330
Bridgewater Bank Checking:	\$	\$ 31,157
Beacon Bank Money Market	\$	\$ 200,000
	\$	\$ 453,487

Pay Per Date	Jrnl	Check Date	Check Number	Payee	Emp No	Amount
08/01/10	PC	08/01/10	10026	Debra J. Kind	34	277.05
08/01/10	PC	08/01/10	10027	Fletcher, Thomas M	33	84.70
08/01/10	PC	08/01/10	10028	H. Kelsey Page	35	184.70
08/01/10	PC	08/01/10	10029	Quam, Robert	32	184.70
08/01/10	PC	08/01/10	10030	William Rose	36	184.70
Grand Totals:						<u>915.85</u>

Check Issue Date(s): 07/07/2010 - 08/03/2010

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
07/10	07/21/2010	10025	660	CLARE T. LINK	101-20100	200.00
08/10	08/03/2010	10031	51	BOLTON & MENK, INC.	101-20100	2,087.50
08/10	08/03/2010	10032		Information Only Check	101-20100	.00 V
08/10	08/03/2010	10033	9	CITY OF DEEPHAVEN	101-20100	13,486.50
08/10	08/03/2010	10034	586	CIVIC SYSTEMS, LLC	101-20100	1,918.00
08/10	08/03/2010	10035	759	CWC CONLEY'S WILDLIFE CONTROL	101-20100	300.00
08/10	08/03/2010	10036	761	DEBRA KIND	101-20100	6.04
08/10	08/03/2010	10037	763	DS SOLUTIONS INC	101-20100	13.36
08/10	08/03/2010	10038	68	Gopher State One Call	602-20100	56.55
08/10	08/03/2010	10039	601	HENNEPIN COUNTY ASSESSORS OFF.	101-20100	6,760.66
08/10	08/03/2010	10040	3	KELLY LAW OFFICES	101-20100	1,138.50
08/10	08/03/2010	10041	742	Marco, Inc.	101-20100	717.09
08/10	08/03/2010	10042	105	METROPOLITAN COUNCIL ENV SERV	602-20100	3,007.42
08/10	08/03/2010	10043	764	OMANN BROTHERS PAVING	101-20100	83,274.82
08/10	08/03/2010	10044	701	Popp Telecom	101-20100	144.35
08/10	08/03/2010	10045	38	SOUTH LAKE MINNETONKA POLICE	101-20100	12,763.00
08/10	08/03/2010	10046	136	Sun Newspapers	101-20100	193.05
08/10	08/03/2010	10047	735	TGR Consulting	101-20100	95.00
08/10	08/03/2010	10048	745	Vintage Waste Systems	101-20100	1,568.40
08/10	08/03/2010	10049	145	XCEL	602-20100	581.20
Totals:						<u>128,311.44</u>

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Invoice.Voided = false

GL Acct No	Vendor	Vendor Name	Description	Invoice No	PO No	Inv Date	Amount
101-20805	GENERAL FUND - DTOG - STATE SURCHARGE						
	9	CITY OF DEEPHAVEN	2nd QTR SURCHARGE REPORT	JULY 2010		07/31/2010	14.19
101-41200-219	GENERAL FUND - COUNCIL - ELECTIONS - ELECTION OPERATION SUPPLIES						
	763	DS SOLUTIONS INC	TEST DECK SPREADSHEET	10147		07/08/2010	13.36
101-41400-201	GENERAL FUND - COUNCIL - ADMINISTRATION - OFFICE SUPPLIES						
	761	DEBRA KIND	GRAND MARSHALL FRAME	10147		07/08/2010	6.04
101-41400-202	GENERAL FUND - COUNCIL - ADMINISTRATION - DUPLICATING						
	9	CITY OF DEEPHAVEN	COPIES	JULY 2010		07/31/2010	7.40
101-41400-309	GENERAL FUND - COUNCIL - ADMINISTRATION - PROFESSIONAL SERVICES-OTH						
	9	CITY OF DEEPHAVEN	Clerk Services	JULY 2010		07/31/2010	2,963.00
	735	TGR Consulting	Professional Computer Services	GW201005-1		05/31/2010	95.00
							3,058.00 *
101-41400-310	GENERAL FUND - COUNCIL - ADMINISTRATION - CLERKS CONTRACTURAL						
	660	CLARE T. LINK	Council Minutes	070710		07/07/2010	200.00
101-41400-311	GENERAL FUND - COUNCIL - ADMINISTRATION - OFFICE-RENT						
	9	CITY OF DEEPHAVEN	RENT & EQUIPMENT	JULY 2010		07/31/2010	855.36
101-41400-313	GENERAL FUND - COUNCIL - ADMINISTRATION - PROFESSIONAL SERVICES-COM						
	586	CIVIC SYSTEMS, LLC	Semi-Annual Support Fee	CVC7361		07/09/2010	1,918.00
101-41400-321	GENERAL FUND - COUNCIL - ADMINISTRATION - COMMUNICATIONS-TELEPHONE						
	701	Popp Telecom	Local, Long dist. & DSL	1882629		06/30/2010	144.35
101-41400-322	GENERAL FUND - COUNCIL - ADMINISTRATION - POSTAGE						
	9	CITY OF DEEPHAVEN	Postage	JULY 2010		07/31/2010	315.76
101-41400-351	GENERAL FUND - COUNCIL - ADMINISTRATION - PRINTING-LEGAL NOTICES						
	9	CITY OF DEEPHAVEN	GRWD JULY NEWSLETTER	JULY 2010		07/31/2010	61.60
	136	Sun Newspapers	RESOLUTION	1000462		07/15/2010	92.95
	136	Sun Newspapers	PUBLIC Accuracy Test	1002013		07/22/2010	14.30
	136	Sun Newspapers	Hearing Notice	998253		07/01/2010	42.90
	136	Sun Newspapers	CANDIDATE FILING	999338		07/15/2010	42.90
							254.65 *
101-41400-411	GENERAL FUND - COUNCIL - ADMINISTRATION - RENTALS-OFFICE EQUIPMENT						
	742	Marco, Inc.	Copier lease	155482953		07/14/2010	717.09
101-41500-309	GENERAL FUND - COUNCIL - ASSESSOR - ASSESSORS-CONTRACT						
	601	HENNEPIN COUNTY ASSESSOR	2ND 1/2 PMT FOR SERVICES	CA3011		06/18/2010	6,760.66
101-41600-304	GENERAL FUND - COUNCIL - LEGAL SERVICES - LEGAL SERVICES-GENERAL						
	3	KELLY LAW OFFICES	GENERAL LEGAL	5765		07/27/2010	782.00
							<u>15,032.67</u>
101-42100-304	GENERAL FUND - LAW ENFORCEMENT - LAW ENFORCEMENT - LEGAL SERVICES-PROSECUTIO						
	3	KELLY LAW OFFICES	LAW ENFORCE PROSECUTION	5766		07/27/2010	356.50
101-42100-310	GENERAL FUND - LAW ENFORCEMENT - LAW ENFORCEMENT - LAW ENFORCEMENT-CONTRACT						

38	SOUTH LAKE MINNETONKA POL	OPERATING BUDGET EXPENSE	080110	08/01/2010	12,613.00
101-42100-439	GENERAL FUND - LAW ENFORCEMENT - LAW ENFORCEMENT - PUBLIC SAFETY-OTHER				
38	SOUTH LAKE MINNETONKA POL	Hennepin Co. Processing Fees	071910	07/19/2010	150.00
101-42400-310	GENERAL FUND - LAW ENFORCEMENT - ZONING - BLDG. INSPECTIONS-CONTRAC				
9	CITY OF DEEPHAVEN	2nd Quarter Building Permits	JULY 2010	07/31/2010	1,245.55
101-42500-381	GENERAL FUND - LAW ENFORCEMENT - CIVIL DEFENSE - UTILITY SERVICES-ELECTRIC				
145	XCEL	SIREN	062410	06/24/2010	3.53
101-42600-303	GENERAL FUND - LAW ENFORCEMENT - ENGINEERING - ENGINEERING FEES				
51	BOLTON & MENK, INC.	ENGINEER FEES	133484	06/30/2010	374.00
51	BOLTON & MENK, INC.	ENGINEER FEES	133485	06/30/2010	1,713.50
					2,087.50 *
Total LAW ENFORCEMENT					16,456.08
101-43100-381	GENERAL FUND - CONTRACT UTILITY AND ROADS - CONTRACT UTILITY AND ROADS - S&R-UTILITY SERVICES-ELE				
145	XCEL	Sleepy Hollow Road	062410	06/24/2010	8.41
145	XCEL	LIGHTS	062410	06/24/2010	358.48
145	XCEL	4925 MEADVILLE ST	062410	06/24/2010	8.40
					375.29 *
101-43200-229	GENERAL FUND - CONTRACT UTILITY AND ROADS - ROAD IMPROVEMENT - MAJOR ROAD IMPROVEMENTS				
764	OMANN BROTHERS PAVING	ROAD PAVING	072810	07/28/2010	83,274.82
101-43900-310	GENERAL FUND - CONTRACT UTILITY AND ROADS - PUBLIC WORKS - STREETS-CONTRACTURAL				
9	CITY OF DEEPHAVEN	STREETS	JULY 2010	07/31/2010	236.29
101-43900-313	GENERAL FUND - CONTRACT UTILITY AND ROADS - PUBLIC WORKS - TREE/WEED-CONTRACT				
9	CITY OF DEEPHAVEN	WEED/TREE/MOWING	JULY 2010	07/31/2010	1,850.95
Total CONTRACT UTILITY AND ROADS					85,737.35
101-49000-310	GENERAL FUND - MISCELLANEOUS - MISCELLANEOUS - RECYCLING CONTRACT				
745	Vintage Waste Systems	City Recycling Contract	062910	06/29/2010	1,568.40
101-49000-439	GENERAL FUND - MISCELLANEOUS - MISCELLANEOUS - OTHER-3% Contingency				
759	CWC CONLEY'S WILDLIFE CONT	1 BEAVER REMOVED	137	07/07/2010	300.00
Total MISCELLANEOUS					1,868.40
Total GENERAL FUND					119,108.69
502-43200-319	STORMWATER FUND - STORMWATER FUND EXPENSES - STORMWATER FUND EXPENSES - EQUIPMENT MAINTEN				
9	CITY OF DEEPHAVEN	STORM SEWERS	JULY 2010	07/31/2010	236.29
Total STORMWATER FUND EXPENSES					236.29

GL Acct No	Vendor	Vendor Name	Description	Invoice No	PO No	Inv Date	Amount
Total STORMWATER FUND							236.29
602-43200-309	SEWER FUND - SEWER FUND EXPENSES - SEWER FUND EXPENSES - PROFESSIONAL SVCS-METRO W						
	105	METROPOLITAN COUNCIL ENV	Monthly wastewater Charge	935180		07/01/2010	3,007.42
602-43200-310	SEWER FUND - SEWER FUND EXPENSES - SEWER FUND EXPENSES - SEWER-CONTRACTURAL						
	9	CITY OF DEEPHAVEN	SEWER (PRIOR UNPAID BALANCE	JULY 2010		07/31/2010	2,047.86
	9	CITY OF DEEPHAVEN	SEWER	JULY 2010		07/31/2010	657.92
							2,705.78 *
602-43200-381	SEWER FUND - SEWER FUND EXPENSES - SEWER FUND EXPENSES - UTILITY SERVICES-ELECTRIC						
	145	XCEL	LIFT STATION #6	062410		06/24/2010	83.31
	145	XCEL	LIFT STATION #4	062410		06/24/2010	31.17
	145	XCEL	LIFT STATION #3	062410		06/24/2010	22.23
	145	XCEL	LIFT STATION #2	062410		06/24/2010	32.99
	145	XCEL	LIFT STATION #1	062410		06/24/2010	32.68
							202.38 *
602-43200-439	SEWER FUND - SEWER FUND EXPENSES - SEWER FUND EXPENSES - MISCELLANEOUS						
	9	CITY OF DEEPHAVEN	LIFT STATION - WKS ROAD	JULY 2010		07/31/2010	250.24
	9	CITY OF DEEPHAVEN	NEW IMPELLER-LIFT STN #5 WKS	JULY 2010		07/31/2010	2,744.09
	68	Gopher State One Call	Gopher State calls	0060549		06/30/2010	56.55
							3,050.88 *
Total SEWER FUND EXPENSES							8,966.46
Total SEWER FUND							8,966.46
Grand Total:							128,311.44

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

City Treasurer: _____

Report Criteria:

Invoice.Voided = false



2010 LMCIT Renewal Process - All 2010 LMCIT renewal applications should be submitted to the LMCIT Trust by June 30, 2010. Applications should be submitted to the LMCIT Trust at the following address: LMCIT Trust, 1000 Hennepin Avenue, Suite 1000, Minneapolis, MN 55403. For more information, please contact the LMCIT Trust at (612) 338-8818.

June 3, 2010

Mayor Deb Kind
City of Greenwood
20225 Cottagewood Rd.
Deephaven, MN 55331-6700

Dear Deb,

The enclosed information describes our Agency's mission, service team, and agent services, Your City will benefit from the "hands-on" risk management approach endorsed by Carl Bennetsen and myself.

Carl and I both have over 25 years experience with the League of MN Cities Insurance Trust (LMCIT) programs. Our initial risk management approach will be to bring to your attention any coverage or loss trend concerns.

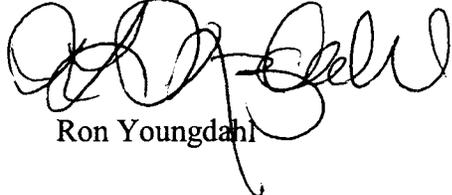
We subscribe to the LMCIT guideline of suggested agent services. Our Agency has additional support resources. Please see the following attachments for more information on our agent services and team resources.

The costs of our agent services can be paid, as it is currently, through a 10% commission paid by the League Trust, or a fee. Due to the size of Greenwood, we see no advantage for the City to pay a fee.

Your 2010 LMCIT renewal is approaching, and your premiums will be based on the renewal applications. This is the ideal time for us to become your agent of record, so we can help you complete the LMCIT renewal process.

We are looking forward to working with you and your City.

Sincerely,


Ron Youngdahl


Carl Bennetsen

INSURED'S LETTERHEAD

AGENT OF RECORD AUTHORIZATION

Date

To The League of Minnesota Cities:

This confirms that as of _____, we have appointed Ronald Youngdahl, agent of Northern Capital Insurance, P.O. Box 9396, Minneapolis, MN 55440-9396, as our insurance agent of record with respect to our property/casualty insurance.

Northern Capital is hereby authorized to deal directly with The League of Minnesota Cities Insurance Trust with respect to changes in our current insurance policies.

This letter also authorizes the League of Minnesota Cities Insurance Trust to furnish Northern Capital with all information they may request as it pertains to our insurance contracts, rates, rating schedules, surveys, reserves, claims and all other data they may wish to obtain for their study of our present and future insurance requirements.

Sincerely,

Signature

Date



SOUTH LAKE MINNETONKA POLICE DEPARTMENT
Serving Excelsior, Greenwood, Shorewood and Tonka Bay

BRYAN T. LITSEY
Chief of Police

24150 SMITHTOWN ROAD
SHOREWOOD, MN 55331-8598

Office (952) 474-3261
Fax (952) 474-4477

M E M O R A N D U M

TO: Coordinating Committee Members

FROM: Bryan Litsey, Chief of Police

DATE: July 20, 2010 - Tuesday

RE: 2011 Operating Budget - Revised Proposal Dated 07/21/2010

The current budget proposal is a culmination of an evolving process over the last several months. During this time, the budget has been reworked numerous times based upon input that has been received and in consideration of the intense pressure to keep operations as lean as possible while maintaining services. This has been a very transparent process in which voluminous amounts of information have been produced and made available to interested parties.

Preliminary budget meetings with city representatives were held on June 16-17, 2010. These individual meetings provided an opportunity to review and discuss significant budget considerations for the coming year and to aid in the formation of their own city budgets. In advance of these meetings, I prepared a comprehensive document highlighting key elements of the budget along with two budget scenarios based on differing assumptions. This budget material was also provided to members of the Coordinating Committee.

A budget work session was held with Coordinating Committee members on July 1, 2010. Presented at this meeting was a comprehensive PowerPoint presentation consisting of eighty slides. This was later attached to an e-mail disseminated to city council members so they had access to the same information being presented to the Coordinating Committee. Also presented was a revised budget scenario, which was basically a hybrid of the two earlier scenarios used as templates during preliminary budget discussions with city representatives.

The current budget proposal takes into account what was discussed at the above-mentioned work session along with some additional tweaking of certain categories. The budget spreadsheets for expenses and revenues have also been modified slightly to reflect the direction received at the work session. These include differentiating between general and reimbursed overtime and creating a new category for additional expenses that have not been determined for 2011. Painstaking measures have been taken to ensure the supporting documentation provided as part of the latest budget proposal provides a detailed explanation of each line item. The same has been done for each of the designated funds in support of operations so that no stone was left unturned when it comes to operational transparency.

Chief's Memorandum to Coordinating Committee
Revised 2011 Operating Budget Proposal
July 20, 2010 - Tuesday
Page 2 of 2

The current proposal has been squeezed to the point where a measure of good fortune will be needed to end the year with a balanced budget. Although the intent is to sustain operations in the short-term, it leaves future budgets vulnerable to a number of variables that could have significant financial implications. As clearly demonstrated once again through the budget process the SLMPD continues to do more with less, especially when considering being understaffed. Members of the department regularly go above and beyond the call of duty in carrying out their mission and the results speak for themselves. Nevertheless, the point has come where this dedication will not compensate for further budget reductions and doing more with less will simply mean less. It will also undermine the very fabric of an organization that has served the cities so well for so many years.

Staff recommends that the Coordinating Committee endorse the current budget proposal without any further reductions. This is on the agenda for the Coordinating Committee Meeting on July 21, 2010.



Coordinating Committee Quarterly Meeting



Wednesday – July 21, 2010



Chief's Follow-up Presentation 2011 Operating Budget

(Subject to Revisions)

Proudly Serving the Cities of Excelsior, Greenwood, Shorewood and Tonka Bay

2011 Budget Process

Revised Proposal – July 21, 2010



- The current budget proposal is a culmination of an evolving process over the past several months.
- During this time, the budget has been reworked numerous times based upon input that has been received and in consideration of the intense pressure to keep operations as lean as possible while maintaining services.
- This has been a very transparent process in which voluminous amounts of information have been produced and made available to interested parties.

2011 Budget Process

Revised Proposal – July 21, 2010



- Preliminary budget meetings with city representatives were held on June 16-17, 2010.
- These individual meetings with city representatives provided an opportunity to review and discuss significant budget considerations for the coming year and to aid in the formation of their own city budgets.
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2011 Budget Process

Revised Proposal – July 21, 2010



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- Presented at this meeting was a comprehensive PowerPoint presentation consisting of eighty slides.
- This presentation was later attached to an e-mail disseminated to city council members so they had access to the same information being presented to the Coordinating Committee.
- Also presented at this work session was a revised budget scenario, which was basically a hybrid of the two earlier scenarios used as templates during preliminary budget discussions with city representatives.

2011 Budget Process

Revised Proposal – July 21, 2010



- The current budget proposal being considered this meeting takes into account what was discussed at the previous work session along with some additional tweaking of certain categories.
- The budget spreadsheets for expenses and revenues have also been modified slightly to reflect the direction received at the work session.
- These include differentiating between general and reimbursed overtime and creating a new category for additional expenses that have not been determined for 2011.

2011 Budget Process

Revised Proposal – July 21, 2010



- Painstaking measures have been taken to ensure the supporting documentation provided as part of the latest budget proposal provides a detailed explanation of each line item.
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2011 Budget Process

Revised Proposal – July 21, 2010



- Although the intent is to sustain operations in the short-term, it leaves future budgets vulnerable to a number of variables that could have significant financial implications.
- As clearly demonstrated once again through the budget process the SLMPD continues to do more with less, especially when considering being understaffed.
- Members of the department regularly go above and behind the call of duty in carrying out their mission and the results speak for themselves.

2011 Budget Process

Revised Proposal – July 21, 2010



- Nevertheless, the point has come where this dedication will not compensate for further budget reductions and doing more with less simply means less.
- It will also undermine the very fabric of an organization that has served the cities so well for so many years.
- Staff recommends that the Coordinating Committee endorse the current budget proposal without any further reductions.

QUESTIONS?

2011 BUDGET PROCESS



Coordinating Committee Meeting Revised Proposal - 2011 Operating Budget

Wednesday - July 21, 2010

Prepared by Chief Bryan Litsey

**SOUTH LAKE MINNETONKA POLICE DEPARTMENT
REVISED PROPOSAL - 2011 OPERATING BUDGET**

Projected Expenses

Coordinating Committee Meeting

Wednesday - July 21, 2010

ITEM	CATEGORY	AMOUNT
50100	Salaries - Full-Time	\$1,185,500
50200	Salaries - General Overtime	\$37,800
50200	Salaries - Reimbursed Overtime	\$38,000
50300	Salaries - Part-Time	\$95,600
50500	Social Security & Medicare	\$28,600
50600	PERA Pensions	\$179,000
50700	Insurance Benefits	\$226,500
51000	Contracted Services	\$14,000
52100	Equipment Leases	\$30,000
52200	Repairs & Maintenance	\$43,200
52300	Utilities	\$62,000
52400	Janitorial & Cleaning	\$11,600
52500	Printing & Publishing	\$3,200
52800	Care of Persons	\$100
53000	Supplies	\$64,500
54000	Uniforms & Gear	\$13,600
54500	Training & Conferences	\$10,100
56000	Insurance	\$60,000
56100	Subscriptions & Memberships	\$2,900
57000	Special Projects	\$12,700
58000	Capital Outlay	\$50,000
59000	Undesignated Allocation	\$19,000
	TOTAL PROJECTED EXPENSES	\$2,187,900

**SOUTH LAKE MINNETONKA POLICE DEPARTMENT
REVISED PROPOSAL - 2011 OPERATING BUDGET**

Projected Revenues

Coordinating Committee Meeting

Wednesday - July 21, 2010

ITEM	CATEGORY	AMOUNT
40110	Court Overtime	\$5,500
40120	Excelsior Park and Dock Patrol Services	\$21,000
42100	State Peace Officer Aid	\$102,000
42200	State Training Reimbursement	\$5,500
43100	Minnetonka School District	\$7,000
43200	Administrative Requests	\$3,500
43400	Security Details	\$25,000
44000	Investment Income	\$4,500
46400	Forfeitures	\$1,000
46500	Miscellaneous State Reimbursement	\$26,500
46600	Other Reimbursement	\$3,000
	TOTAL PROJECTED REVENUES	\$204,500
	<i>Expenses in Excess of Revenues</i>	\$1,983,400

	PROJECTED COST TO MEMBER CITIES	\$1,983,400
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SOUTH LAKE MINNETONKA POLICE DEPARTMENT REVISED PROPOSAL - 2011 OPERATING BUDGET

Coordinating Committee Meeting

Wednesday - July 21, 2010

Contributions from Member Cities - Year 2011

MEMBER CITY	TOTAL AMOUNT	% SHARE	\$ SHARE	\$ INCREASE OVER 2010
Excelsior	\$1,983,400	27.0%	\$535,518	\$24,705
Greenwood	\$1,983,400	8.0%	\$158,672	\$7,320
Shorewood	\$1,983,400	50.0%	\$991,700	\$45,750
Tonka Bay	\$1,983,400	15.0%	\$297,510	\$13,725

2011 Total Contributions from Member Cities	\$1,983,400	
2010 Total Contributions from Member Cities	\$1,891,900	
The Fourth Amendment to the Joint Powers Agreement (JPA), which was ratified by the member cities in 2006, contains a provision whereby each city's annual contribution toward the operating budget was determined by arbitration. The percentages in the chart above reflect the ruling of the arbitration panel, which were first implemented in 2007.		
Dollar Increase Over 2010	\$91,500	
Percentage Increase Over 2010	4.8%	

Contributions from Member Cities - Year 2010

MEMBER CITY	TOTAL AMOUNT	% SHARE	\$ SHARE	\$ INCREASE OVER 2009
Excelsior	\$1,891,900	27.0%	\$510,813	\$3,780
Greenwood	\$1,891,900	8.0%	\$151,352	\$1,120
Shorewood	\$1,891,900	50.0%	\$945,950	\$7,000
Tonka Bay	\$1,891,900	15.0%	\$283,785	\$2,100
Totals			\$1,891,900	\$14,000

SOUTH LAKE MINNETONKA POLICE DEPARTMENT
Revised Proposal - 2011 Operating Budget

Coordinating Committee Meeting - July 21, 2010

Proposed 2011 Operating Budget and Approved 2010 Operating Budget
2009 Operating Budget Information (Budget/Actual)

OPERATING BUDGET EXPENSES							
Item	Category	Proposed 2011	Budgeted 2010	Inc(Dec)	Change	Budget 2009	Actual 2009
50100	Salaries Full-time	\$1,185,500	\$1,155,500	\$30,000	2.6%	\$1,177,000	\$1,130,440
50200	Salaries General Overtime	\$37,800	\$37,000	\$800	2.2%	\$64,200	\$59,212
50200	Salaries Reimbursed Overtime	\$38,000	\$30,500	\$7,500	24.6%		
50300	Salaries Part-Time	\$95,600	\$94,200	\$1,400	1.5%	\$94,500	\$92,483
50500	Social Security & Medicare	\$28,600	\$27,000	\$1,600	5.9%	\$27,000	\$25,601
50600	PERA Pension	\$179,000	\$169,500	\$9,500	5.6%	\$172,500	\$162,153
50700	Insurance Benefits	\$226,500	\$207,000	\$19,500	9.4%	\$190,000	\$173,402
51000	Contracted Services	\$14,000	\$12,100	\$1,900	15.7%	\$11,800	\$20,333
52100	Equipment Leases	\$30,000	\$30,300	(\$300)	-1.0%	\$30,100	\$29,094
52200	Repairs & Maintenance	\$43,200	\$43,800	(\$600)	-1.4%	\$43,500	\$44,631
52300	Utilities	\$62,000	\$68,000	(\$6,000)	-8.8%	\$72,500	\$56,194
52400	Janitorial & Cleaning	\$11,600	\$12,400	(\$800)	-6.5%	\$12,400	\$10,810
52500	Printing & Publishing	\$3,200	\$4,000	(\$800)	-20.0%	\$4,600	\$2,769
52800	Care of Persons	\$100	\$100	\$0	0.0%	\$100	\$157
53000	Supplies	\$64,500	\$66,500	(\$2,000)	-3.0%	\$69,900	\$62,663
54000	Uniforms & Gear	\$13,600	\$13,600	\$0	0.0%	\$13,600	\$14,673
54500	Training & Conferences	\$10,100	\$10,100	\$0	0.0%	\$10,100	\$11,624
56000	Insurance	\$60,000	\$60,000	\$0	0.0%	\$54,000	\$54,000
56100	Subscriptions & Memberships	\$2,900	\$2,900	\$0	0.0%	\$2,900	\$2,786
57000	Special Projects	\$12,700	\$12,400	\$300	2.4%	\$12,200	\$13,119
58000	Capital Outlay	\$50,000	\$50,000	\$0	0.0%	\$50,000	\$50,000
59000	Undesignated Allocation	\$19,000	\$0	\$19,000	N/A	N/A	N/A
TOTAL PROJECTED EXPENSES		\$2,187,900	\$2,106,900	\$81,000	3.8%	\$2,112,900	\$2,016,144

OPERATING BUDGET REVENUES							
<i>(Does Not Include Contributions from Member Cities)</i>							
Item	Category	Proposed 2011	Budgeted 2010	Inc(Dec)	Change	Budget 2009	Actual 2009
40110	Court Overtime	\$5,500	\$5,000	\$500	10.0%	\$5,000	\$5,553
40120	Excelsior Park and Dock Patrol	\$21,000	\$22,000	(\$1,000)	-4.5%	\$22,000	\$19,075
42100	State Police Officer Aid	\$102,000	\$118,000	(\$16,000)	-13.6%	\$137,000	\$93,867
42200	State Training Reimbursement	\$5,500	\$7,000	(\$1,500)	-21.4%	\$7,000	\$5,154
43100	Minnetonka School District	\$7,000	\$7,000	\$0	0.0%	\$7,000	\$6,838
43200	Administrative Requests	\$3,500	\$1,000	\$2,500	250.0%	\$1,000	\$1,798
43400	Security Details	\$25,000	\$25,000	\$0	0.0%	\$25,000	\$20,657
44000	Investment Income	\$4,500	\$10,000	(\$5,500)	-55.0%	\$20,000	\$3,301
46400	Forfeitures	\$1,000	\$1,000	\$0	0.0%	\$1,000	\$0
46500	Grant Reimbursements	\$26,500	\$17,500	\$9,000	51.4%	\$8,500	\$17,185
46600	Other Reimbursements	\$3,000	\$1,500	\$1,500	100.0%	\$1,500	\$2,987
TOTAL PROJECTED REVENUES		\$204,500	\$215,000	(\$10,500)	-4.9%	\$235,000	\$176,415
Expenses in Excess of Revenues		\$1,983,400	\$1,891,900	\$91,500	4.8%	\$1,877,900	\$1,839,729
PROJECTED COST TO MEMBER CITIES		\$1,983,400	\$1,891,900	\$91,500	4.8%		



2011 OPERATING BUDGET

Detailed Line Item Narrative

Prepared by Chief Bryan Litsey

July 21, 2010

PROJECTED EXPENSES

50100 - SALARIES - FULL-TIME

This line item includes full-time salaries for union and non-union personnel. Due to economic considerations, no additional full-time positions were factored into this category. Nevertheless, the current level of police officer staffing remains insufficient as reinforced through the last strategic planning process and subsequent budget proposals since then. It is important this critical need not be forgotten once economic conditions improve. In the interim, the new two-year labor agreement negotiated with union employees has provided some relief. It contains a base wage freeze for 2010 followed by a modest two (2) percent increase for 2011. This parallels what non-union employees are being held to in 2010 and are expected to receive in 2011. Additionally, the retirement of senior personnel over the past couple years has lowered payroll costs. These savings are short-lived, however, and diminish as their replacements ascend through the salary schedule. The amount reflected under this category takes into account the base wage increases for 2011 along with other compensation tied to step increases, longevity, incentives and job classifications.

50200 - SALARIES - GENERAL OVERTIME

This line item is for overtime paid by the department to personnel working in excess of their regularly scheduled shifts, working on holidays, call-outs for special circumstances and filling gaps in the schedule due to sickness, injuries, earned time off, vacant positions, etc. Staffing and activity levels are uncontrollable variables that impact overtime throughout the year. The amount earmarked for this purpose is well below what is needed to consistently use overtime to backfill vacancies in the patrol schedule. This budget deficiency has repeatedly been recognized as a critical need to address with regard to officer and public safety as well as the delivery of services. It has once again been put on hold due to budget constraints. The modest increase under this category is to keep pace with the aforementioned salary increases in 2011.

50200 - SALARIES - REIMBURSED OVERTIME

Overtime paid under this line item is offset on the revenue side. It includes court appearances, educational programs in the schools, policing special events, security details and various enforcement grants. The amount budgeted is an estimate based on past history and any new request for services that are anticipated. Although subject to variances, less or more on the expense side is proportionately less or more on the revenue side thus having no adverse effect on the budget. Fully

2011 Operating Budget
Narrative - Line Item Expenses
July 21, 2010
Page 2 of 9

incorporating the Safe & Sober grant into the budget for the first time is the primary reason this category appears to have increased so much. This increase is offset under revenues as Grant Reimbursements. Each member city is responsible for reimbursing the department for court appearances attributed to incidents within their city. This is reflected under revenues as Court Overtime. Court appearances stemming from mutual aid assistance, etc. are not eligible for reimbursement. Providing education in the schools such as the highly popular CounterAct program is funded through the Minnetonka School District. This is noted as such under revenues. There are a number of reoccurring special events throughout the year in which the event sponsors pay for an additional police presence. These include Art on the Lake, Fourth of July, Lake Minnetonka Triathlon, Tour de Tonka and Pond Hockey. There are also other events and security details that come up during the year that the department is paid to police. One innovative and very successful partnership arrangement with the private sector has been the special policing detail underwritten by Maynard's Restaurant and BayView Event Center/Bayside Grille. These popular lakeside establishments pay to have an additional police presence on weekend evenings during the busier summer months. It is anticipated this partnership arrangement will be renewed in 2011 for a fifth consecutive year. The reimbursable costs associated with policing all the aforementioned activities is reflected under revenues as Security Details. The final grouping under this category is the reimbursable overtime associated with the department's participation in a number of enforcement grants. Safe & Sober through the Minnesota Office of Traffic Safety funds a number of enforcement initiatives as part of a collaborated effort between nine local law enforcement agencies in western Hennepin County. Operation NightCAP through the Minnesota State Patrol funds saturation patrols focused on getting impaired drivers off the roads and the Minnesota Institute of Public Health funds alcohol compliance checks. Reimbursement received through these initiatives is reflected under revenues as Grant Reimbursements.

50300 - SALARIES - PART-TIME

This line item includes part-time salaries for front office and community service officer positions. A modest base salary increase of two (2) percent has been factored into this category for 2011 along with other compensation tied to step increases, longevity, incentives and job classifications. This comes on the heels of a base wage freeze in 2010. This is consistent with what union employees are experiencing during this same two-year period. This category also includes those seasonal positions associated with providing park and dock patrol services in the City of Excelsior. The cost of providing these services is paid by the City of Excelsior and is reflected as such under revenues.

50500 - SOCIAL SECURITY & MEDICARE

This line item includes the required employer contributions for those personnel covered under the federally mandated Social Security and Medicare Programs. Although rates for both are expected to remain the same in 2011, there are two other factors contributing to an increase under this

2011 Operating Budget
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July 21, 2010
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category. First, as payroll goes up so does the base from which these calculations are made as a percentage of salaries. Second, police officers used to be exempt from both Social Security and Medicare. This has since changed so that Medicare now applies. Therefore, as exempt police officers retire, the department is required to make Medicare contributions on behalf of their replacements. Recent personnel changes have contributed to the increase under this category.

50600 - PERA PENSIONS

This line item includes the required employer contributions for those personnel covered under the state mandated Public Employees Retirement Association (PERA). Contribution amounts are calculated as a percentage of salaries based on the prevailing rates at the time. Eligible police officers are covered under the Police and Fire Plan and eligible civilian personnel are covered under the Coordinated Plan. Employer rates for both plans have steadily increased since 2005, other than a reprieve in 2010 specific to the Police and Fire Plan. Such will not be the case for 2011, with employer rates set to go up for both plans as a result of the pension bill that became law this past legislative session. This bill, which is intended to help shore up fund balances, received strong bipartisan support in the legislature and was signed by the governor. It is important to note that employee rates for both plans will also be going up as has been the case in the past. Increases in payroll for 2011 accounts for a little over half the increase under pensions. The remainder is attributed to the employer contribution rates being increased for 2011. These two factors combined account for the projected increase over 2010.

50700 - INSURANCE BENEFITS

This line item includes the employer contribution toward health, life and supplemental insurance for eligible personnel. The majority of expense under this category is for health insurance. To help mitigate this ever increasing cost while still maintaining reasonable coverage, the department is part of a consortium of local governmental agencies that collectively negotiate with providers to obtain the best possible contract. This alliance is called the LOGIS Health Care Group. The last time the contract went out for bids there was a switch in providers from Medica to HealthPartners. The initial three year contract negotiated with HealthPartners (2008-2010) cap the increase for 2010 at 16 percent. The actual increase was later lowered to 15.63 percent. The contract was extended for a fourth year with the increase capped at 11.5 percent for 2011. The actual increase has since been lowered to 10.22 percent. Although trending downward, this is still a significant increase for both the employee and employer to absorb in 2011. The increase reflected in this line item is because of employees selecting other coverage options. Since the 2010 budget was adopted in 2009, more employees have or will be eligible for dependent coverage due to a change in status. The annual difference in 2010 between what the department pays for single versus dependent coverage is approximately \$4,400 each time there is a switch. Additionally, a part-time employee became eligible for prorated health insurance benefits. These unfunded department obligations need to be

2011 Operating Budget
Narrative - Line Item Expenses
July 21, 2010
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accounted for in 2011. This variance from year-to-year could be mitigated if the budgeted amount was based on all employees receiving dependent coverage rather than what the actual breakdown of coverage is at the time the budget is prepared. Pressure to keep the budget lean is the reason the budget has not been prepared accordingly. This current practice works fine when the mix in coverage stays fairly consistent, but a significant shift toward dependent coverage within a short period of time gives the false impression that health insurance costs have disproportionately gone up. The department's additional contribution toward both single and dependent coverage has yet to be determined for 2011 and is one of the re-openers in the current labor agreement with union employees. It will not be factored into this category until a settlement has been reached for 2011. This will likely be determined based on past practices while taking into account the potential benefits for those employees opting for the newly offered Health Savings Account (HSA) plan. Employees who stand to gain the most under the HSA plan are those that are able to minimize out-of-pocket expenses. The jury is still out on whether or not future premium increases will begin to level off as more employees under the LOGIS consortium switch to a HSA plan. This is the desired outcome and one of the principle reasons why the department has spent a considerable amount of time educating employees on the potential benefits of a HSA plan.

51000 - CONTRACTED SERVICES

This line item includes such professional services as the annual audit and other financial services; general legal counsel for departmental affairs; recorder for governing board meetings; availability of interpreters to communicate with non-English speaking suspects, victims and witnesses; fees associated with providing direct deposit for employees; and pre-employment medical and psychological examinations for personnel hired during the year. The need for many of these services is difficult to predict from year-to-year and in the past has consistently been underbudgeted. The department is diligent in using financial and legal services sparingly and does much of the work in-house when possible. It has also secured very reasonable fees for these services from competent professionals with a knowledge of joint power organizations. Newly added to this category are emergency veterinary services and special legal counsel for labor negotiations. It was extremely helpful during labor negotiations to have specialized legal advice available to the negotiation team. This can head off potential pitfalls during the negotiation process. These newly added items have contributed to the increase under this category.

52100 - EQUIPMENT LEASES

This line item includes lease and maintenance agreements for such things as connecting to the state criminal justice information system (CJIS), postage meter and document processing equipment. The most significant expense under this category is the annual transfer made to the Technology Fund. Please refer to the "Funds Supporting Operations" section of this proposal for a more detailed explanation of this special fund. This transfer is well below what is needed to sustain an adequate

2011 Operating Budget
Narrative - Line Item Expenses
July 21, 2010
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fund balance to meet future technology needs. One of the key strategic goals identified through the last strategic planning process was increasing the transfer to this fund to help keep pace with technology. Since then, this recommendation has repeatedly been put on hold due to budgetary constraints. A newly negotiated lease/maintenance agreement for document processing equipment has resulted in a slight decrease to this category.

52200 - REPAIRS & MAINTENANCE

This line item covers such things as the repair of office equipment and furniture, preventative building maintenance, vehicle repairs, support for technology and calibrating specialized equipment. A number of maintenance agreements have been secured for critical building components such as the heating/cooling systems, boiler inspections, communications, emergency generator, elevator, security gate, etc. Many of these expenses are shared with the Excelsior Fire District as joint tenants of the building. These maintenance agreements are necessary not only to prevent the disruption of emergency services, but also to extend the useful life of equipment. The same is true when it comes to vehicle maintenance, which is the most significant expense under this category. It is important that our fleet of vehicles be maintained in top-notch condition given the reliance placed on them for emergency response. Maintaining a reliable computer network with interoperability capabilities requires specialized technical support along with having a number of user/maintenance agreements in place. As dependence on technology increases so does the expense of keeping it operational. Other items in this category include the cost of calibrating specialized equipment such as speed measuring devices and truck scales. There is also a nominal contribution to the Firearms Range Fund. Please refer to the "Funds Supporting Operations" section of this proposal for a more detailed explanation of this special fund. Although some additional maintenance costs have been incurred, these are more than offset by the savings derived from negotiating a more favorable maintenance agreement for the heating/cooling equipment. This accounts for the overall decrease under this category.

52300 - UTILITIES

The majority of expenses under this line item are associated with the public safety facility that serves as headquarters for the SLMPD and the Excelsior Fire District. Shared costs include phone service, high speed data connections, electricity, natural gas, water, sewer, waste removal and fire alarm monitoring/maintenance. The most costly and volatile items under this category are electricity and natural gas. Significant savings in natural gas usage started to be realized in 2009 after an efficiency expert was brought in to tweak the controls for the boilers. These savings have continued into 2010, which increases the probability that the majority of these savings are from the adjustments made to the controls and not other factors such as weather, building occupancy, etc. Even so, the budgeted amount should not be reduced too much too quickly with an experience factor of only a year and a half and the volatility in natural gas pricing. This caution is being disregarded for 2011 given the

2011 Operating Budget
Narrative - Line Item Expenses
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expectation that the budget be as lean as possible. The vulnerability of this approach would be less difficult to manage if the department maintained a higher reserve fund balance. The cost of waste removal has surged in recent years and this trend is expected to continue. Cellular phone and air card service is an essential part of the communication grid for the department. It allows greater efficiencies and access to data so that personnel can do more work in the field. It also provides a way to contact key personnel around the clock. Cellular phone costs have remained relatively stable in recent years. Air cards permit wireless connections to the mobile data computers in the patrol vehicles and laptop computers used in the field. The number of air cards and some of the subscriber fees have increased in recent years. The nominal increases under this category have been more than offset by the projected savings in natural gas costs. There is a significant reduction to this category.

52400 - JANITORIAL & CLEANING

This line item includes janitorial and carpet cleaning services along with cleaning supplies. These expenses increased significantly when the department moved into its current facility with considerably more area to maintain. Since then, increases have tapered off to where there is actually a decrease projected for 2011. This will be achieved through less frequent carpet cleaning, a reduction in cleaning supplies and no increase in the cost of janitorial services.

52500 - PRINTING & PUBLISHING

This line item includes printing costs for letterhead, envelopes, business cards, forms, citations and warning notices. Publishing costs are generally limited to advertising personnel vacancies and posting official notices in the newspaper. Other expenses include purchasing publications to help personnel do their work. These expenses have steadily gone down as the ability to access information through internet increases. Additionally, computer generated forms are replacing some of the printed forms. The overall reduction to this category is indicative of this continuing trend.

52800 - CARE OF PERSONS

This line item includes caring for detainees while in custody at the SLMPD. This is a nominal expense since most detainees are either booked and released from the SLMPD detention facility or transported to the Hennepin County Jail. This category is also used to track booking fees, which are offset through reimbursement from the member cities.

53000 - SUPPLIES

This comprehensive line item includes gasoline for vehicles in the fleet, diesel fuel for the emergency generator at the public safety facility, vehicle supplies, educational materials, ammunition, first aid supplies, recording supplies, drug testing kits, small equipment, office supplies,

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meeting expenses and other miscellaneous items necessary for department operations. There is an offset under revenues for the educational materials used by the police officer(s) instructing the CounterAct Program at the local elementary schools. The largest expense under this category is for gasoline. It is difficult to predict what the price of gasoline will average for any given year. There was an unprecedented surge in gasoline prices in 2008 that led to a significant budget increase for gasoline in 2009. Prices then fell during 2009 and have since stabilized over the last year to between approximately \$2.35 and \$2.85 per gallon (source - gasbuddy.com). Nevertheless, the volatility of the market makes this difficult to predict when considering every ten cent increase in the price of gasoline sustained over the course of a year costs the department an additional \$1,280 (assumes an annual fleet consumption rate of 12,800 gallons). The amount budgeted for gasoline has been reduced for 2011 using a lower cost per gallon average and consumption being reduced due to a number of proactive strategies. Even so, streets still need to be patrolled and calls still need to be answered regardless of the cost. Ammunition prices have also surged in recent years with demand exceeding supply and growing industrial powers such as China bidding up the cost of the raw materials used in the manufacturing process. Along with this price increase, the much needed addition of a tactical team has increased the amount of ammunition needed for training purposes. The department has modified its firearms training schedule to conserve ammunition while still exceeding state requirements. Although ammunition prices are expected to remain high in 2011, there should be no further escalation in the price. The overall decrease to this category can be attributed to less being budgeted for gasoline and office supplies.

54000 - UNIFORMS & GEAR

This line item includes uniforms and gear for department personnel along with applicable clothing and equipment allowances. In recent years, the expansion of the community service officer program and the formation of an emergency response unit have increased expenses under this category. This category also absorbs the considerable expense of outfitting new personnel, which is not always known at the time the budget is prepared. State and federal reimbursement is available when purchasing body armor for licensed police officers. Costs associated with outfitting seasonal personnel working the park and dock patrol detail are reimbursed by the City of Excelsior. Normally, rising vendor prices and the expense of outfitting new officer(s) would be factored into this category. Due to budget constraints, this has not been taken into account nor has the increase in the equipment allowance for union employees. These will have to be managed without an increase to this category in order to keep the budget lean.

54500 - TRAINING & CONFERENCES

This line item must accommodate the required and specialized training needs of both full-time and part-time personnel. This currently totals twenty-one employees. The amount allocated to this category is marginal at best. The hiring of new personnel adds to this cost, since they generally

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require more training during the first few years of employment. A case in point is the necessary training for new police recruits. Costs can easily exceed a couple thousand dollars for training and certification in such areas as emergency medical technician, pursuit driving techniques, interviewing and interrogation, alcohol breath testing, fingerprint technician and authorized user of the criminal justice information system. Once achieved, ongoing refresher training is required of all officers to maintain their certifications. Officers must regularly train and demonstrate proficiency in the use of firearms (pistol, shotgun and rifle), Taser, ASP baton, chemical spray, use of force techniques, high risk traffic stops, etc. Additionally, all personnel must receive ongoing OSHA training dealing with hazardous materials, blood borne pathogens, etc. This does not even include the discretionary training needed to enhance the skill level and professionalism of personnel and to prepare them for specialized assignments in such areas as tactical operations, investigations, supervision and administration. The state also continues to require more mandated training without reimbursement in response to directives from the legislature. Nevertheless, the importance of providing training cannot be underestimated in order to provide quality service and minimize injuries. Training costs are significant, but this pales in comparison to the implications associated with failing to adequately train personnel. There is a partial offset under revenues from the money allocated by the state toward police training. Due to budgetary constraints, no increase has been factored into this category even though training needs and costs are ever increasing. This has been mitigated by management personnel limiting their training and conferences so that core training needs can be satisfied.

56000 - INSURANCE

The amount allocated to this line item is transferred to the Insurance Fund. Premiums are paid out of this fund for liability, property and workers compensation coverage through the League of Minnesota Cities Insurance Trust (LMCIT). It also provides a means for absorbing higher deductibles and self-insuring against smaller claims. Please refer to the "Funds Supporting Operations" section of this proposal for a more detailed explanation of this special fund. This fund was nearing a deficit balance before the annual transfer amount was increased significantly for 2010 to keep the fund solvent. Although this higher transfer amount needs to be continued for 2011, no additional increase is needed.

56100 - SUBSCRIPTIONS & MEMBERSHIPS

This line item includes subscriptions to periodicals as well as memberships in civic and professional organizations. Also included is the contractual expense of activating and renewing peace officer licenses through the state for all SLMPD police officers. Licenses are valid for three years and renewals are staggered according to the last name of the officer. Officers must earn a minimum of 48 hours of continuing education credits during each license renewal period. There is no proposed increase to this category for 2011.

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57000 - SPECIAL PROJECTS

This line item has traditionally included membership in the Southwest Metro Drug Task Force and subscribing to the professional services provided by CornerHouse. New to this category in 2009 was an annual contribution to the Reserve Officer Fund. Prior to this time, each member city contributed the same amount directly to this fund. The Coordinating Committee changed this practice starting in 2009 so that the contribution to this fund is made through the operating budget. The Coordinating Committee also adopted a schedule whereby the contribution increases each year by \$200. This means the transfer amount for 2011 will be \$2,600. Please refer to the "Funds Supporting Operations" section of this proposal for a more detailed explanation of the Reserve Officer Fund. Having a contingent of volunteer reserve officers is a community and organizational asset. The Southwest Metro Drug Task Force is funded through contributions from member law enforcement agencies supplemented by grant money and proceeds seized through forfeitures. Once again, there is no anticipated increase to members for 2011. CornerHouse is a highly respected sexual abuse evaluation center for child victims. A nominal increase in the subscriber fee is anticipated for 2011. The SLMPD communities have benefitted greatly from these longstanding partnerships focused on drug trafficking and helping children get through the trauma of being sexually abused while obtaining the necessary forensic evidence to hold perpetrators accountable.

58000 - CAPITAL OUTLAY

The amount appropriated to this line item is earmarked for two capital funds. These are the Vehicle Fund and the Equipment Fund. Nearly the entire amount will be transferred to the Vehicle Fund leaving only a nominal amount to be transferred into the Equipment Fund. Please refer to the "Funds Supporting Operations" section of this proposal for a more detailed explanation of these two capital funds. There is no increase to this expense category to help restore and maintain an adequate balance in the Vehicle Fund. A band-aid approach was taken in 2010 to help supplement the Vehicle Fund, which is approximately \$14,000 short of what is annually needed to sustain a conservative fleet rotation schedule. The Coordinating Committee approved in May 2010 the recommendation to use a portion of the DWI Forfeiture Fund to purchase and outfit one of two new patrol vehicles acquired in 2010. This stopgap measure provides some time until subsequent transfers from the operating budget can be increased incrementally over the next several years to an acceptable level.

59000 - UNDESIGNATED ALLOCATION

This line item is an allocation set aside to fund additional expenses that have yet to be determined for 2011. This projection is predicated on what will likely be needed once these expenses have been determined after the budget has been adopted.



2011 OPERATING BUDGET

Detailed Line Item Narrative

Prepared by Chief Bryan Litsey

July 21, 2010

PROJECTED REVENUES

(Excluding Required Contributions from Member Cities)

40110 - COURT OVERTIME

Each member city is responsible for reimbursing the department for court appearances attributed to incidents within their respective jurisdiction. Court appearances stemming from mutual aid assistance, etc. are not eligible for reimbursement. Court overtime varies from year-to-year and the amount reflected under this category is an estimate based upon past experience.

40120 - EXCELSIOR PARK & DOCK PATROL

It is anticipated that the City of Excelsior will again request the SLMPD to provide park and dock patrol services in 2011. These services supplement the policing already in place to address some seasonal law enforcement needs specific to Excelsior. The department is reimbursed by the City of Excelsior for providing these supplemental services and the anticipated amount is reflected under this category. There is a prescribed protocol in the current Joint Powers Agreement (JPA) that must be followed prior to implementing these services.

42100 - STATE POLICE OFFICER AID

This payment received from the Minnesota Department of Revenue is based upon the number of full-time licensed police officers employed statewide for the required period of time. It is funded through a surcharge on auto insurance premiums and the amount of reimbursement is determined on a per officer basis not to exceed what the employer collectively contributed to police pensions (PERA Police & Fire Fund) the previous year. Historically, the amount collected from the insurance surcharge has been sufficient enough so that the SLMPD has been fully reimbursed for the previous year's contribution to police pensions. Unfortunately, the last time this favorable condition occurred was in 2007. That year, the SLMPD received \$102,522 in state police officer aid based on actual police pension contributions of \$102,522 in 2006. The tide turned in 2008, when the SLMPD received only \$99,355 in state police officer aid, although actual police pension contributions were \$126,197 in 2007. This net difference of approximately twenty-one (21) percent amounted to a revenue loss of \$26,842. This disparity intensified in 2009, when the SLMPD received only \$93,391 in state police officer aid based on actual pension contributions of \$136,323 in 2008. This net difference of approximately thirty-one (31) percent amounted to a revenue loss of \$42,932. The payment for 2010 will not be determined by the state until this fall. There is a substantial likelihood

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it will be less than the budgeted amount for 2010, even though the anticipated revenue from this source was reduced in consideration of this trend. Even if this trend were to stabilize for 2010, the anticipated state police officer aid payment would be approximately thirty-two (32) percent less than what the actual PERA contributions were in 2009. Based on these assumptions, the payment from the state would be approximately \$102,000, which is \$16,000 less than the projected revenue of \$118,000. Carrying this scenario forward to 2011, the expected payment from the state would be about the same based on projected PERA contributions in 2010. This is predicated on the fact that there was no PERA rate increase between 2009 and 2010 and payroll should be less in 2010 due to retirements and a base wage freeze. During these uncertain economic times, however, it is difficult to predict what the actual state police officer aid will be in any given year due to the aforementioned variables.

42200 - STATE TRAINING REIMBURSEMENT

The Minnesota Board of Peace Officer Standards and Training (POST) provides reimbursement to local units of government to help defray some of the costs associated with training police officers employed by them. This annual reimbursement is contingent upon how much funding has been appropriated by the legislature divided by the number of eligible officers. The department completes and submits an application each year to receive this reimbursement. Even though training costs have steadily increased over the years, the amount received through this reimbursement program has steadily gone down. For example, during the last reimbursement cycle (July 1, 2008 to June 30, 2009) the department only received \$5,153 of the \$57,498 it submitted in overall training costs (salaries, registration fees, etc.).

43100 - MINNETONKA SCHOOL DISTRICT

The Minnetonka School District provides funding for police liaison activities and educational programs in the schools. It is because of this funding that the department is able to offer the CounterAct Program each year in the elementary schools. The curriculum is designed to involve police officers, schools and families in preventing children from using alcohol and drugs. It also helps children to avoid using violence as a means of solving problems. Officers also provide other educational programs in the schools such as talking to high school students about the legal consequences associated with drinking and driving. This reimbursement is expected to remain about the same for 2011.

43200 - ADMINISTRATIVE REQUESTS

This line item includes the revenue received from requests for information and other services. Records are an important internal function of the department and data requests are received from the public on a daily basis. These include the thousands of reports, photographs and audio/visual

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recordings generated from medicals, accidents, criminal activity and other requests for service. Revenue from accommodating these requests has been down ever since the state imposed limits on how much could be charged. However, this is more than offset by the upswing in revenue generated from accommodating fingerprint requests for employment, adoption and other non-criminal related purposes. Demand for this service continues to increase at a time when fewer law enforcement agencies are offering this service for even their own residents. The SLMPD has seized this opportunity to expand its market share by incorporating this service into the many other duties performed by the community service officers. This service is particularly appealing to the public since it is available on evenings and weekends. Processing fingerprint requests is also made easier by the inkless electronic fingerprinting equipment the department was able to obtain through a grant.

43400 - SECURITY DETAILS

This category includes additional policing requests over and above the services normally provided by the department. These extra policing requests are billed at a set amount determined annually with the personnel working these details being paid in accordance with their overtime rates. The number of requests vary from year-to-year, but have been on the increase. The estimated amount in this category is subject to fluctuation, but there is no adverse net effect on the budget since costs are reimbursed by the business, organization, etc. contracting for the service. Fourth of July and Art on the Lake are two of the more high profile events in which sponsors pay for an additional police presence. Other events include the Pond Hockey Tournament, Lake Minnetonka Half Marathon, Lake Minnetonka Triathlon, Tour de Tonka, Minnetonka Schools Earth Day, Excelsior Firefighters Relief Association Dance, Minnetonka High School Homecoming Parade and the list goes on. One of the more innovative and very successful partnership arrangements with the private sector has been the special policing detail underwritten by Maynard's Restaurant and BayView Event Center/Bayside Grille. These popular lakeside establishments pay to have an additional police presence on weekend evenings during the busier summer months. The SLMPD initiated this pilot project back in 2007 and it has been continued ever since. It is anticipated this partnership arrangement will be renewed in 2011 for a fifth consecutive year.

44000 - INVESTMENT INCOME

The two authorized financial depositories for the department continue to be Beacon Bank and the 4M Fund (*Minnesota Municipal Money Market Fund*). Accounts maintained at Beacon Bank are used primarily for operating purposes and administering the debt service obligation relating to the police portion of the public safety facility. Interest earnings from the debt service obligation are not commingled with interest earnings from operations. The 4M Fund is used to maintain money in reserve to meet accrued personnel liabilities and unforeseen expenses. The anticipated revenue under this category is based upon historical trends and anticipated future earnings. The earning potential for interest income has gone down dramatically in recent years from \$25,160 in 2007 to

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\$3,301 in 2009. The budgeted revenue from interest income in 2010 was lowered considerably from the previous year to more closely reflect the continuing stagnation of interest rates at historically low levels. The same has been done for 2011.

46400 - FORFEITURES

This reflects unanticipated revenue from forfeitures not accounted for elsewhere. It is subject to extreme fluctuations and in some years there is nothing to report under this category. Proceeds from the sale of vehicles forfeited under the impaired driving laws are not reflected in this category. This money goes directly into the DWI Forfeiture Fund maintained by the department which is administered in accordance with state guidelines. Please refer to the "Funds Supporting Operations" section of this proposal for a more detailed explanation of this special fund. Drug related forfeitures usually stem from enforcement activities through the Southwest Metro Drug Task Force (SWMDTF) of which the SLMPD is a charter member. The proceeds from these forfeitures remain with the SWMDTF to support operations and to keep member contributions extremely low. In fact, member contributions have not gone up for years, even though the primary grant used to fund operations has steadily gone down.

46500 - GRANT REIMBURSEMENTS

Most of the reimbursement under this category is for special enforcement grants. One exception is the health insurance reimbursement program for police officers disabled in the line of duty. Minnesota Statue 299A.465 requires the employer of a police officer disabled in the line of duty to provide the same health insurance benefits as if the disabled officer was actively employed. This includes the disabled officer's dependents as well. The department currently has one former police officer who qualifies for this ongoing benefit until age 65. This obligation is accounted for in the budget each year under health insurance costs. The state provides partial reimbursement to help defray the cost of complying with this law, but the amount has been steadily declining. During the last reimbursement cycle (July 1, 2008 to June 30, 2009) the SLMPD received \$5,120 (47.3%) of the \$10,830 it contributed toward health insurance on behalf of this disabled officer. The special enforcement projects included under this category are the Operation NightCAP grant through the Minnesota State Patrol, Alcohol Compliance grant through the Minnesota Institute of Public Health and Safe and Sober grant through the Minnesota Office of Traffic Safety. The Operation NightCAP grant provides funding for saturation patrols throughout the metro area with the focus on impaired drivers. The Alcohol Compliance grant provides funding to local law enforcement agencies to conduct alcohol compliance checks at both off-sale and on-sale liquor establishments within their jurisdiction. The Safe and Sober grant allows local law enforcement agencies to combine their traffic enforcement and educational efforts with a focus on seat belts, child safety seats, speeders, move over law, driving while impaired and motorcycles. Each of these categories is emphasized at least once during the grant period. The significant revenue increase reflected under this category is

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attributed to the Safe and Sober grant now being fully realized in the budget for the first time. This category is also subject to variances throughout the year due to the number and status of overtime projects, etc.

46600 - OTHER REIMBURSEMENTS

Included under this category are the animal boarding fees collected for kenneling stray and/or dangerous dogs. The SLMPD first assumed responsibility for animal control as part of its expanded community service officer program implemented in 2008. Initially, there was an agreement in place with the Mound Police Department to board those dogs not retrieved by their owners within the first day of being impounded. The Mound Police Department discontinued providing this boarding option to other cities and thus the onus fell back on the SLMPD to manage this within the limits of two indoor kennels. Further restructuring of kenneling fees for 2011 should also lead to some additional revenue being generated from this source and thus the increase to this category. The related fines collected on behalf of each member city are defined by ordinance and forwarded to each member city on a quarterly basis. Other miscellaneous reimbursements are also included under this category.

SOUTH LAKE MINNETONKA POLICE DEPARTMENT FUND BALANCES

Designated Funds	Audited Balances <i>December 31, 2009</i>	Audited Balances <i>December 31, 2008</i>
Insurance Fund	\$8,368	\$11,498
Vehicle Fund	\$14,089	\$16,585
Equipment Fund	\$7,192	\$4,942
Technology Fund	\$89,173	\$104,914
Building Fund	\$4,476	\$14,033
DWI Forfeiture Fund	\$43,305	\$32,250
Reserve Officer Fund	\$1,576	\$225
Firearms Range Fund	\$3,693	\$2,099
Total	\$171,872	\$186,546

Undesignated Fund	Audited Balances <i>December 31, 2009</i>	Audited Balances <i>December 31, 2008</i>
Undesignated-Reserve Fund - (See Notation)	\$156,650	\$118,475
Balance After Approved Transfer - (May 2010)	\$131,650	

Notation: There was a net increase in the Undesignated-Reserve Fund as a result of favorable operations during 2009. This is reflected in the audit report completed by CPA Stuart Bonniwell for 2009. The balance in the Undesignated-Reserve Fund was approximately 7.4 percent of projected operating expenses for 2010. This was subsequently reduced to approximately 6.2 percent with the approved transfer of \$25,000 into the Designated Building Fund. The resulting balance in the Undesignated-Reserve Fund is at a minimally acceptable level in which to support current and future operations, especially with the operating budget being so lean and the uncertainty of state aid revenues.

SOUTH LAKE MINNETONKA POLICE DEPARTMENT
2011 Operating Budget
 Revised Proposal - July 21, 2010

Proposed Operating Budget Transfers to Designated Funds

Operating Budget Transfers to Designated Funds				Designated Funds	
Item	Category	Sub-Item	Sub-Category	Fund	Amount
52110	Equipment Leases	52110	Communications	Technology	\$20,000
52200	Repairs & Maintenance	52220	Building Maintenance	Firearms Range	\$1,200
56000	Insurance	N/A	N/A	Insurance	\$60,000
57000	Special Projects	57005	Reserve Officers	Reserve Officer	\$2,600
58000	Capital Outlay	58200	Vehicles	Vehicle	\$48,000
58000	Capital Outlay	58300	Equipment	Equipment	\$2,000

Total	\$133,800
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Prepared by Chief Bryan Litsey - July 20, 2010



Summary of Funds Supporting Operations

Supplement to 2011 Operating Budget Proposal

Prepared by Chief Bryan Litsey

July 21, 2010

INTRODUCTION

The South Lake Minnetonka Police Department (SLMPD) is responsible for managing its own fiscal affairs as a joint powers organization. This means it is necessary for the department to maintain a number of specialized and capital funds to support the operating budget, which is financed primarily through member city contributions. Many of these funds are used to help with cash flow and to maintain consistency in the operating budget from year-to-year. All fund balances are subject to variances depending on when revenues, transfers and expenditures are received or made throughout the year. Since most of these funds depend on operating budget transfers to maintain an adequate balance, this becomes problematic during periods when the operating budget is held to a bare minimum and dependence on these funds increases. Such has been the case the past few years with transfers to several of these funds falling behind what is needed to sustain adequate balances. The following narrative provides an overview of each fund within the context of the overall fiscal management of the organization. The corresponding spreadsheet is a snapshot of the audited fund balances as of December 31, 2009.

DESIGNATED FUNDS

Insurance Fund - This fund is used to manage insurance costs. Premiums are paid out of this fund for liability, property and workers compensation insurance provided through the League of Minnesota Cities Insurance Trust (LMCIT). Maintaining this fund helps protect against the volatility in the insurance industry. It also provides a means for absorbing higher deductibles and self-insuring against smaller claims. In recent years, the balance in this fund had been declining faster than it was being replenished due to increased premiums and additional insurance needs. The fund was nearing a deficit balance before the annual transfer amount was increased significantly in 2010 to keep the fund solvent. This same amount needs to be transferred in 2011 to sustain an acceptable fund balance.

Vehicle Fund - This fund is utilized to purchase, equip and set-up vehicles. It allows for a uniform replacement schedule for vehicles in the SLMPD fleet. Proceeds from the sale of vehicles go directly into this fund to help offset replacement costs. Vehicles in the patrol fleet are replaced more frequently than the vehicles used for other functions. This is for obvious reasons, given the high and rigorous number of miles put on patrol vehicles and their need to be in good condition for safety and reliability. The annual transfer to this fund from the operating budget was drastically reduced in 2004 to help with a projected revenue shortfall that year. The fund balance was sufficient enough at the time to temporarily absorb a reduced contribution from the operating budget. It was

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recognized, however, this could not be sustained over the long-term and if allowed to continue would have severe financial implications on future operating budgets. Since that time, only nominal progress has been made toward restoring this fund to a sustainable level through incremental increases in transfers from the operating budget along with transfers of excess revenues. The current transfer amount of \$48,000 is well short of the approximately \$62,000 that is needed to support a conservative fleet rotation schedule. A band-aid approach was recently taken to help shore up this fund on an interim basis. The Coordinating Committee approved using a portion of the DWI Forfeiture Fund to purchase and outfit one of two new patrol vehicles acquired in 2010. This stopgap measure helps preserve capital in the fund until subsequent transfers from the operating budget can be increased incrementally over the next several years to a more acceptable level. The DWI Forfeiture Fund is an unpredictable funding source that should not be relied upon as a steady revenue stream. Pressure to keep the budget lean once again means the transfer into this fund will not be increased for 2011. This jeopardizes having adequate funding on hand to support a critical operational need of the department.

Equipment Fund - This fund was established for the purchase and replacement of furnishings and equipment. Some of the fund uses have been shifted in recent years to the Technology Fund. Additionally, most of the furnishings were new when the SLMPD moved into its new facility thus lessening the dependency on this fund. Nevertheless, this fund is still being relied upon for a number of equipment needs. Annual transfers to this fund from the operating budget have been minimal in recent years due to budgetary constraints. This would have been more consequential if not for the resourcefulness of the department in securing other funding sources through grants and donations. One of the most consistent and prominent contributors has been the South Lake Minnetonka Crime Prevention and Criminal Apprehension Fund. This locally based nonprofit organization has contributed thousands of dollars toward equipment purchases. Once again, there will only be a nominal transfer to this fund from the operating budget in 2011.

Technology Fund - This fund was initially established in anticipation of the conversion by Hennepin County to a new 800 MHz radio system. It was realized that the department would have to absorb a considerable expense for the equipment needed to remain part of the county-wide system. This conversion took place in the fall of 2002. Since that time, the fund has taken on an expanded role to support other technologies such as the installation of mobile data computers in the patrol vehicles as well as the internal expansion and replacement of computer hardware and software. Some of the aforementioned radio equipment and mobile data computers have or will soon be coming to the end of their useful life-span and need to be replaced in accordance with the revised schedule that has been adopted. For instance, all the mobile data computers are undergoing replacement at a cost of approximately \$30,000 (based on current pricing). A decision was recently made to defer the replacement of the original group of portable 800 MHz radios until 2011, even though the manufacturer recommended 2009. This stopgap measure helps preserve capital until 2011, when all the mobile and portable 800 MHz radios will need to be replaced over the course of the next

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Supplement to 2011 Operating Budget Proposal
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several years. The approximate cost based on current pricing is \$90,000. Expending such a large amount of capital could be mitigated if the county once again offers a lease option. Another “big ticket” item that needs to be replaced relatively soon is the current in-house record management system that was purchased in 1999 in order to be Y2K compliant. Preliminary proposals put the price tag at well over \$100,000. The fund balance is currently well short of what is needed to replace all this technology. Additionally, the annual transfer to this fund from the operating budget is primarily used to satisfy the annual lease, maintenance and user fees from the county with little remaining for other technology needs. Addressing this important need was one of the key strategic goals recommended for implementation starting in 2009. Unfortunately, this was put on hold due to budgetary considerations. The 2011 operating budget proposal offers no additional funding with the same amount being transferred to this fund. Although the department has an excellent track record of securing grants to help with technology needs, there is no assurance these opportunities will be available in the future and the department needs to plan accordingly in order to maintain these critical systems. Surplus revenues have been transferred into this fund over the years to supplement the annual appropriation it receives from the operating budget. The DWI Forfeiture Fund has also been identified as a possible one time funding source to help with the cost of a new in-house record management system. However, the balance in this fund was drawn down in 2010 to help support the vehicle fleet rotation schedule.

Building Fund - This fund was initially created to assist with capital costs associated with maintaining the former police station and to provide the financial means for exploring the option of a new shared facility with the Excelsior Fire District (EFD). It was later used to offset some of the costs associated with the SLMPD moving into its new shared facility with the EFD. In more recent years, this fund has served primarily as a capital account for maintaining and improving the functionality of the facility. This use is different from what is factored into the operating budget each year for the routine maintenance and upkeep of the building. Even though the facility is still relatively new, this fund has already been used for some costly system malfunctions not covered under warranty. The fund is not supported through operations, other than when there has been a transfer of surplus year-end revenues. This last occurred in May 2010 with the transfer of \$25,000 in surplus revenues into the fund. Nevertheless, the current balance is far less than what is needed to manage and fund capital replacement costs as the building ages. There is currently an initiative underway to establish a long-term capital maintenance plan and funding mechanism independent of the operating budget. This would allow surplus operating revenues to be used for other identified needs. This was one of the four strategic goals advanced during the last strategic planning process.

Reserve Officer Fund - This fund was initially established to finance the appreciation banquet held each year for volunteer reserve officers. The use of this fund has been expanded in recent years to help cover the expense of equipping and training reserve officers. One of the funding sources was changed in 2009 at the direction of the Coordinating Committee. Member cities no longer contribute directly to this fund each year. Instead, this contribution now comes in the form of an annual transfer

Funds Supporting Operations
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from the operating budget under the expense category of Special Projects. Other funding sources include the proceeds generated by the department auctioning seized and/or unclaimed property along with occasional grants and private donations. A new approach that has raised additional revenue is suggesting a voluntary donation be made to this fund if reserve officers help out with a special detail or event. This is now included on the invoice when the department bills for services connected with these types of activities. It is important to note that reserve officers are volunteers in the true sense of the word and receive no personal compensation. Having this fund is a nice way to show the members of this volunteer unit that they are appreciated and supported by the South Lake Minnetonka communities.

DWI Forfeiture Fund - The proceeds realized from the sale of vehicles seized by the SLMPD pursuant to the DWI forfeiture law must be distributed in accordance with state statute. The percentage that goes to the department is maintained in a dedicated account for ease of tracking as required by state guidelines. Expenditures from this fund are also regulated by state statute and must be related in some way to enhancing law enforcement efforts. This includes purchasing equipment that can aid in the detection and apprehension of people who are driving while impaired. This fund is intended to supplement, not replace normal budgetary items. It is not an acceptable practice to use these proceeds to reduce the impact of the budget on the member cities.

Firearms Range Fund - This fund was created to help manage and track expenses relating to the operation and maintenance of the SLMPD indoor firearms range. Some of the more costly items are maintaining the automated target system, cleaning the bullet trap and replacing the special filters that are part of the air exchange unit. This fund receives a nominal contribution each year from the operating budget along with the revenues generated from other law enforcement agencies renting the firearms range for training purposes.

UNDESIGNATED FUND

Reserve Fund - The budget process is not a perfect science and many costs are influenced by external factors that are not easily controlled. Additionally, when providing essential services to the public it is critical to have money in reserves for unknown contingencies. This fund provides the SLMPD with a marginally acceptable cushion against unanticipated expenses ranging from escalating energy prices to investigating a major crime involving hundreds of hours of overtime. One important distinction, however, is that the department does not rely on money in reserves as extensively as a municipality to maintain its cash flow throughout the year. This is because unlike a municipality, which needs to maintain its cash flow between tax collections, the department receives the majority of its revenue through monthly payments from member cities. This provides a constant revenue stream throughout the year. The history has been to maintain in reserves the equivalent of between five and six percent of operating expenses as a standard financial practice. This may no longer be sufficient, however, with the downturn in the economy along with the

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vulnerabilities and potential shortcomings with the proposed operating budget for 2011. One of the more notable concerns is the continuing decline in state police officer aid, which is the largest revenue item in the budget after member city contributions. Further declines in this annual payment may require using reserves in order to end the year with a balanced budget. It would be prudent, therefore, to maintain a higher reserve balance than what has normally been maintained. Anything beyond this amount would still be considered more discretionary in terms of its use. The current practice has been to shift any additional surplus toward capital needs rather than offsetting operating expenses. It is normally not advisable to offset operating expenses with reserves, being the temporary relief it provides will have to be made up in future budget years in addition to any other budgetary increases. This compounding effect can be difficult to overcome and can lead to future budget deficits. Transferring excess reserves to designated funds allows the department to better meet specific needs.

ORDINANCE NO. 185

**AN ORDINANCE OF THE CITY OF GREENWOOD, MINNESOTA
AMENDING THE GREENWOOD ORDINANCE CODE CHAPTER 11 TO REGULATE ADULT
ESTABLISHMENTS**

THE CITY COUNCIL OF THE CITY OF GREENWOOD, MINNESOTA DOES ORDAIN:

SECTION 1.

Greenwood Ordinance Code Chapter 11 is amended to add the following:

“SECTION 1178. ADULT ESTABLISHMENTS.**Section 1178.00. Purpose.**

The purpose of this ordinance is to control, through zoning regulations, certain land uses that have a direct and detrimental affect on the character of the city’s residential and commercial neighborhoods. The city council specifically recognizes the sanctity and fundamental nature of free speech and does not intend to regulate or ban speech based on content.

Section 1178.05. Findings.

The city council makes the following findings regarding the impact adult establishments have on the character of the city. In making these findings, the city council accepts the studies conducted by the Minnesota Attorney General, the American Planning Association and cities such as St. Paul, MN, Hopkins, MN, and Rochester, MN. Based on these studies the city council concludes:

1. Adult establishments have an impact on the neighborhoods surrounding them that is distinct from the impact caused by other uses.
2. Residential and commercial neighborhoods located within close proximity to adult establishments experience the following negative impacts:
 - (a) Increased crime rates, particularly in sex-related crimes such as rapes, prostitution, indecent exposure and other lewd and lascivious behavior;
 - (b) Property values which are either diminished or fail to appreciate at the rate of other comparable properties not located in proximity to adult establishments;
 - (c) Increased transiency and decreased stability of ownership;
 - (d) Deteriorated neighborhood appearance from litter and graffiti;
 - (e) Sex-related harassment of residents and customers by motorists and pedestrians;
 - (f) A perception that the area is “unsafe;” and
 - (g) Difficulty in attracting and retaining customers, employees, and desirable tenants.
3. The adverse impacts which adult establishments have on surrounding areas diminish as the distance from the adult establishments increases.
4. The adverse impacts of adult establishments are increased when the uses are located near each other.
5. The presence of liquor establishments in the immediate vicinity of adult establishments also compounds the adverse impacts on the neighborhood.
6. Adult establishments can exert a dehumanizing influence on persons attending places of worship, children attending day care centers or schools, and people using public parks and libraries.
7. Adult establishments can significantly contribute to the deterioration of residential neighborhoods and can impair the character and quality of the residential housing in the area where they are located, thereby increasing the shortage of affordable and habitable housing for city residents.
8. The concentration of adult establishments in one area can have a substantially detrimental affect on that area and on the overall quality of urban life. A cycle of decay can result from the influx and adult establishments. The presence of such businesses are perceived by others as an indication that the area is deteriorating and the result can be devastating: other businesses move out of the vicinity and residents flee from the area. The resulting decline in real estate values erodes the city’s tax base and contributes to overall urban blight.
9. Land-use regulations are appropriate to minimize the detrimental affects that adult establishments have on adjacent land uses.

Section 1178.10. Exceptions.

This ordinance does not regulate the following:

1. Any material with significant literary content or social commentary;
2. A business where sexually-oriented materials are sold, bartered, distributed, leased, furnished, or otherwise provided for off-site use or entertainment, if (a) the sexually-oriented material on each item is blocked from view by an opaque cover as required under Minnesota statutes chapter 617, and (b) each item is in an area accessible only by an employee of the business;
3. Any person or organization exempted under Minnesota statutes chapter 617;
4. Any activity regulated under Minnesota statutes chapter 617;
5. Displaying works of art showing specified anatomical areas, so long as no sexually-oriented materials are for sale, and the business does not have a liquor license; and
6. Movies rated G, PG, PG13, NC-17, or R.

Section 1178.15. General.

1. Adult Establishments are businesses that:

- (a) Meet any of the following criteria, measured on a daily, weekly, monthly, or yearly basis: 1) has more than 10% of its inventory, stock in trade, or publicly displayed merchandise in sexually-oriented materials, or 2) devotes more than 10% of its floor area (not including storerooms, stock areas, bathrooms, basements, or any portion of the business not open to the public) to sexually-oriented materials, or 3) derives more than 10% of its gross revenues from sexually-oriented materials; or
- (b) Engage for any length of time in an adult use or any other use that has an emphasis on specified sexual activities or specified anatomical areas.

2. Adult Use includes, but is not limited to, any of the following activities and businesses:

- (a) *Adult Body Painting Studio* – An establishment or business that provides the service of applying paint, ink, or other substance, whether transparent or non-transparent, to the body of a patron when the person is nude.
- (b) *Adult Bookstore* – An establishment or business used for the barter, rental, or sale of items consisting of printed matter, pictures, slides, records, audio tape, videotape, movies, or motion picture film if the business meets the criteria in 1(a) above.
- (c) *Adult Cabaret* A business or establishment that provides dancing or other live entertainment distinguished or characterized by an emphasis on: 1) the depiction of nudity, specified sexual activities or specified anatomical areas; or 2) the presentation, display, or depiction of matter that seeks to evoke, arouse, or excite sexual or erotic feelings or desire.
- (d) *Adult Companionship Establishment* – A business or establishment that provides the service of engaging in or listening to conversation, talk, or discussion distinguished or characterized by an emphasis on specified sexual activities or specified anatomical areas.
- (e) *Adult Conversation/Rap Parlor* – A business or establishment that provides the services of engaging in or listening to conversation, talk, or discussion distinguished or characterized by an emphasis on specified sexual activities or specified anatomical areas.
- (f) *Adult Health/Sport Club* – A health/sport club that is distinguished or characterized by an emphasis on specified sexual activities or specified anatomical areas.
- (g) *Adult Hotel or Motel* means a hotel or motel that presents material distinguished or characterized by an emphasis on matter depicting, describing, or relating to specified sexual activities or specified anatomical areas.
- (h) *Adult Massage Parlor/Health Club* – A massage parlor or health club that provides massage services distinguished or characterized by an emphasis on specified sexual activities or specified anatomical areas.
- (i) *Adult Mini-Motion Picture Theater* – A business or establishment with a capacity of less than 50 persons that as a prevailing practice presents on-premises viewing of movies, motion pictures, or other material distinguished or characterized by an emphasis on specified sexual activities or specified anatomical areas.
- (j) *Adult Modeling Studio* – A business or establishment that provides live models who, with the intent of providing sexual stimulation or sexual gratification, engage in specified sexual activities or display

specified anatomical areas while being observed, painted, painted upon, sketched, drawn, sculptured, photographed, or otherwise depicted.

- (k) *Adult Motion Picture Arcade* – Any place to which the public is permitted or invited where coin or slug-operated or electronically, electrically, or mechanically controlled or operated still or motion picture machines, projectors, or other image-producing devices are used to show images to five or fewer persons per machine at any one time, and where the images so displayed are distinguished or characterized by an emphasis on depicting or describing specified sexual activities or specified anatomical areas.
 - (l) *Adult Motion Picture Theater* – A motion picture theater with a capacity of 50 or more persons that as a prevailing practice presents material distinguished or characterized by an emphasis on specified sexual activities or specified anatomical areas for observation by patrons.
 - (m) *Adult Novelty Business* – An establishment or business that has a variety of items for sale if it meets the criteria in 1(a) above.
 - (n) *Adult Sauna* – A sauna that excludes minors by reason of age, and that provides a steam bath or heat bathing room used for the purpose of bathing, relaxation, or reducing, if the service provided by the sauna is distinguished or characterized by an emphasis on specified sexual activities or specified anatomical areas.
 - (o) *Adult Steam Room/Bathhouse Facility* – A building or portion of a building used for providing a steam bath or heat bathing room used for the purpose of pleasure, bathing, relaxation, or reducing, if the building or portion of a building restricts minors by reason of age and if the service provided by the steam room/bathhouse facility is distinguished or characterized by an emphasis on specified sexual activities or specified anatomical areas.
3. Sexually-Oriented Materials include visual, printed, or aural materials, and other objects or devices, which:
- (a) Contain, depict, simulate, or describe specified sexual activities or specified anatomical areas;
 - (b) Are marketed for use in conjunction with, or are primarily used only with or during, specified sexual activities; or
 - (c) Are designed for sexual stimulation.
4. Specified Anatomical Areas include:
- (a) Less than completely and opaquely covered human genitals, pubic area, buttock, anus, or female breast below a point immediately above the top of the areola; and
 - (b) Human male genitals in a state of sexual arousal, whether or not completely and opaquely covered.
5. Specified Sexual Activities include:
- (a) Actual or simulated: sexual intercourse; oral copulation; anal intercourse; oral-anal copulation; bestiality; direct physical stimulation of unclothed genitals; flagellation or torture in the context of a sexual relationship; the use of excretory functions in the context of a sexual relationship; anilingus; coprophagy; coprophilia; cunnilingus; fellatio; necrophilia; pedophilia; piquerism; or zooerastia;
 - (b) Clearly depicted human genitals in the state of sexual stimulation, arousal, or tumescence;
 - (c) Use of human or animal ejaculation, sodomy, oral copulation, coitus, or masturbation;
 - (d) Fondling or touching of nude human genitals, pubic regions, buttocks, or female breasts;
 - (e) Situations involving a person or persons, any of whom are nude, who are clad in undergarments or in sexually revealing costumes and engaged in the flagellation, torture, fettering, binding, or other physical restraint of any person;
 - (f) Erotic or lewd touching, fondling, or other sexually oriented contact with an animal by a human being; or
 - (g) Human excretion, urination, menstruation, or vaginal or anal irrigation.

Section 1178.20. Location.

An adult establishment may not be located within 200 feet of any residentially-zoned property boundary or any church site, school site, day care facility, park or within 10 feet of a business licensed under chapter 8 relating to liquor, beer, and wine licensing. An adult establishment may not be located within 200 feet of another adult establishment. For purposes of this chapter, this distance is a horizontal measurement from the main public entrance of the adult establishment to: the nearest point of a residentially-zoned property boundary; the property line of a church site, school site, day care facility, park or business licensed under chapter 8 of this code; and the main public entrance of another adult establishment.

Section 1178.25. Hours of Operation.

An adult establishment may not be open to the public between the hours of 10:00 p.m. and 10:00 a.m.

Section 1178.30. Financial Records Subject to Audit.

To ensure compliance with this ordinance, businesses that derive less than 10% of gross revenues from sexually-oriented materials are required to maintain weekly, monthly, and annual financial records of gross revenue and revenue from sexually-oriented materials. Such records may be subject to city audits.

Section 1178.35. Sign Restrictions.

In order to protect children from exposure to lurid signs and materials, to avoid the appearance that the windows are boarded up and that the property is deteriorating, and to preserve the value of property surrounding adult establishments, the following sign regulations apply to all adult establishments, in addition to the provisions of section 1140.40. To the extent that the following provisions are inconsistent with section 1140.40, the following provisions apply.

1. All signs must be flat wall signs. No signs may be freestanding, located on the roof, or contain any flashing lights, moving elements, or electronically or mechanically changing messages.
2. No merchandise, photos, or pictures of the products or entertainment on the premises may be displayed in, or immediately behind, window areas or any other area, if they can be viewed from outside the portion of the building in which the business is located.
3. Window areas must not be covered or made opaque in any way. No signs may be placed in a window. A sign no larger than one-square-foot must be placed on the main entrance door and must state, "adults only." The letters of this message must be a minimum of 2 inches high. The only other information on this sign may be the hours of operation.

Section 1178.35. Liquor Restriction.

An adult establishment may not receive a liquor license under chapter 8 of this code.

Section 1178.40. Penalty.

A violation of this ordinance is a misdemeanor is subject to the penalties and provisions of chapters 5 and 12 of this code book."

SECTION 2.

Effective Date. This ordinance shall be effective upon publication according to law.

ENACTED BY THE CITY COUNCIL OF THE CITY OF GREENWOOD, MINNESOTA, THIS ____ DAY OF _____, 2010.

Ayes _____, Nays _____.

CITY OF GREENWOOD

By: _____
Debra J. Kind, Mayor

Attest: _____
Gus E. Karpas, City Clerk

RESOLUTION 12-10

**A RESOLUTION APPROVING PUBLICATION
OF ORDINANCE NUMBER 185 BY TITLE AND SUMMARY**

WHEREAS, ON _____ 2010 THE CITY COUNCIL OF THE CITY OF GREENWOOD ADOPTED ORDINANCE 185 "AN ORDINANCE OF THE CITY OF GREENWOOD AMENDING GREENWOOD ORDINANCE CODE, CHAPTER 11 TO ADD SECTION 1178 REGULATIONS FOR ADULT ESTABLISHMENTS";

WHEREAS, the city has prepared a summary of ordinance 185 as follows:

1. The purpose of this ordinance is to control, through zoning regulations, certain land uses that have a direct and detrimental affect on the character of the city’s residential and commercial neighborhoods. The city council specifically recognizes the sanctity and fundamental nature of free speech and does not intend to regulate or ban speech based on content.
2. This ordinance restricts location, sets hours of operation, establishes the requirement of audits, restricts signage, and restricts liquor from being served.

NOW THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF GREENWOOD:

1. The city council finds that the above title and summary of ordinance 185 clearly informs the public of intent and effect of the ordinance.
2. The city clerk is directed to publish ordinance 185 by title and summary, pursuant to Minnesota statutes, section 412.191, subdivision 4.
3. A full copy of the ordinance is available at the Greenwood office.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENWOOD, MINNESOTA, THIS ____ DAY OF _____, 2010.

Ayes _____, Nays _____.

CITY OF GREENWOOD

By: _____
Debra J. Kind, Mayor

Attest: _____
Gus E. Karpas, Zoning Administrator & City Clerk

**CITY OF GREENWOOD
RESOLUTION NO. 14-10**

**A RESOLUTION DESIGNATING HENNEPIN COUNTY AS THE CENTRAL COUNT LOCATION
AND FOR THE USE OF THE CENTRAL COUNTER 650 FOR ABSENTEE BALLOTS FOR THE
2010 STATE PRIMARY AND GENERAL ELECTIONS.**

WHEREAS, the passage of Session Laws Ch 194 (HF 3111) in the 2010 Minnesota legislative session provided for centralized processing and counting of absentee ballots in Minnesota counties and cities, and

WHEREAS, in order to permit the timely and effective processing and counting of absentee ballots, the City of Greenwood requires the use of an electronic central ballot counter, and

WHEREAS, Hennepin County has leased two Elections Systems and Software Inc. Model 650 central ballot counters for the 2010 election season, and

WHEREAS, the Elections Systems and Software Inc. Model 650 central ballot counter has been approved by the secretary of state pursuant to Minnesota Statutes, Section 206.57, and

WHEREAS, pursuant to Minnesota Statutes, Section 206.58, subd. 1, the governing body of a municipality may provide for the use of an electronic voting system in one or more precincts and at all elections in the precincts, subject to approval by the county auditor, and

WHEREAS, the county auditor has approved the use of the Elections Systems and Software Inc. Model 650 central ballot counter in the precincts of Hennepin County,

NOW, THEREFORE BE IT RESOLVED that the Greenwood City Council hereby designates Hennepin County and its Election Officials as the Ballot Board and the Central Count Location for all absentee ballots.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENWOOD, MINNESOTA, THIS ____ DAY OF _____, 2010.

Ayes _____, Nays _____.

CITY OF GREENWOOD

Debra J. Kind, Mayor

Attest:

Gus E. Karpas, City Clerk

Contract No. A101050

AGREEMENT

THIS AGREEMENT, Made and entered into by and between the COUNTY OF HENNEPIN, a political subdivision of the State of Minnesota, hereinafter referred to as the "COUNTY", and the CITY OF GREENWOOD, a political subdivision of the State of Minnesota, hereinafter referred to as "CITY";

WHEREAS, said CITY lies wholly within the COUNTY OF HENNEPIN and constitutes a separate assessment district; and

WHEREAS, under such circumstances, the provisions of Minnesota Statutes, Section 273.072 and Minnesota Statutes, Section 471.59 permit the County Assessor to provide for the assessment of property; and

WHEREAS, said CITY desires the COUNTY to perform certain assessments on behalf of said CITY; and

WHEREAS, the COUNTY is willing to cooperate with said CITY by completing the assessment in a proper manner;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, it is agreed as follows:

1. The COUNTY shall perform the 2011, 2012, 2013, and 2014 property assessment for the CITY OF GREENWOOD in accordance with property assessment procedures and practices established and observed by the COUNTY, the validity and reasonableness of which are hereby acknowledged and approved by the CITY. Any such practices and procedures may be changed from time to time, by the COUNTY in its sole judgment, when good and efficient assessment procedures so require. The

property assessment by the COUNTY shall be composed of those assessment services which are set forth in Exhibit A, attached hereto and made a part hereof by this reference, provided that the time frames set forth therein shall be considered to be approximate only.

2. All information, records, data, reports, etc. necessary to allow the COUNTY to carry out its herein responsibilities shall be furnished to the COUNTY without charge by the CITY, and the CITY agrees to cooperate in good faith with the COUNTY in carrying out the work under this Agreement.

3. The CITY agrees to furnish, without charge, office space needed by the COUNTY at appropriate places in the CITY's offices. The keys thereto shall be provided to the COUNTY. The CITY assures that such areas shall not be unattended, during or after work of any kind by or on behalf of the CITY, in any area occupied by the COUNTY as provided herein, or if unattended, the CITY shall make certain that such areas are locked and secured. Such office space shall be sufficient in size to accommodate reasonably one (1) appraiser and any furniture placed therein. The office space shall be available for the COUNTY's use at any and all times during the CITY's business hours, and during all such hours the COUNTY shall be provided with levels of heat, air conditioning and ventilation as are appropriate for the seasons.

4. The CITY also agrees to provide appropriate desk and office furniture as necessary, clerical and secretarial support necessary and reasonable for the carrying out of the work herein, necessary office supplies and equipment, copying machines and fax machines and their respective supplies, and telephone service to the COUNTY, all without charge to the COUNTY.

5. It shall be the responsibility of the CITY to have available at the CITY's offices each CITY working day a person who has the knowledge and skill to be able to answer routine questions pertaining to homesteads and property assessment matters and to receive, evaluate and organize homestead applications. It shall also be the responsibility of the CITY to promptly refer any homestead application which needs investigation to the COUNTY.

6. In accordance with Hennepin County Affirmative Action Policy and the County Commissioners' policies against discrimination, no person shall be excluded from full employment rights or participation in or the benefits of any program, service or activity on the grounds of race, color, creed, religion, age, sex, disability, marital status, sexual orientation, public assistance status, ex-offender status or national origin; and no person who is protected by applicable Federal or State laws, rules and regulations against discrimination shall be otherwise subjected to discrimination.

7. It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of joint venturers or co-partners between the parties hereto or as constituting the CITY as the agent, representative or employee of the COUNTY for any purpose or in any manner whatsoever. Any and all personnel of CITY or other persons, while engaged in the performance of any activity under this Agreement, shall have no contractual relationship with the COUNTY and shall not be considered employees of the COUNTY and any and all claims that may or might arise under the Workers' Compensation Act of the State of Minnesota on behalf of said personnel or other persons while so engaged, and any and all claims whatsoever on behalf of any such person or personnel arising out of

employment or alleged employment including, without limitation, claims of discrimination against the CITY, its officers, agents, CITY or employees shall in no way be the responsibility of the COUNTY, and CITY shall defend, indemnify and hold the COUNTY, its officials, officers, agents, employees and duly authorized volunteers harmless from any and all such claims regardless of any determination of any pertinent tribunal, agency, board, commission or court. Such personnel or other persons shall not require nor be entitled to any compensation, rights or benefits of any kind whatsoever from the COUNTY, including, without limitation, tenure rights, medical and hospital care, sick and vacation leave, Workers' Compensation, Re-employment Compensation, disability, severance pay and retirement benefits.

8. CITY agrees that it will defend, indemnify and hold the COUNTY, its elected officials, officers, agents, employees and duly authorized volunteers harmless from any and all liability (statutory or otherwise) claims, suits, damages, judgments, interest, costs or expenses (including reasonable attorney's fees, witness fees and disbursements incurred in the defense thereof) resulting from or caused by any act or omission of the CITY, its officers, agents, contractors, employees or duly authorized volunteers in the performance of the responsibilities provided by this Agreement.

9. The COUNTY shall endeavor to perform all services called for herein in an efficient manner. The sole and exclusive remedy for any breach of this Agreement by the COUNTY and for COUNTY's liability of any kind whatsoever, including but not limited to liability arising out of, resulting from or in any manner related to contract, tort, warranty, statute or otherwise, shall be limited to correcting diligently any deficiency in said services as is reasonably possible under the pertinent circumstances.

10. Neither party hereto shall be deemed to be in default of any provision of this Agreement, or for delay or failure in performance, resulting from causes beyond the reasonable control of such party, which causes shall include, but are not limited to, acts of God, labor disputes, acts of civil or military authority, fire, civil disturbance, changes in laws, ordinances or regulations which materially affect the provisions hereof, or any other causes beyond the parties' reasonable control.

11. This Agreement shall commence on August 1, 2010, and shall terminate on July 31, 2014. Either party may initiate an extension of this Agreement for a term of four (4) years by giving the other written notice of its intent to so extend no less than 150 days prior to the termination of this Agreement. If the party who receives said notice of intent to extend gives written notice to the other party of its desire not to extend within 110 days prior to termination of this Agreement, this Agreement shall terminate on July 31, 2014.

Nothing herein shall preclude the parties, prior to the end of this Agreement, from agreeing to extend this contract for a term of four (4) years. Any extended term hereof shall be on the same terms and conditions set forth herein and shall commence on August 1, 2014. Either party may terminate this Agreement for "just cause" as determined by the Commissioner of Revenue after hearing for such a determination is held by the Commissioner of Revenue and which has been attended by representatives of COUNTY and CITY or which said representatives had a reasonable opportunity to attend, provided that after such determination, any party desiring to cancel this Agreement may do so by giving the other party no less than 120 days' written notice. If the CITY should cancel this Agreement, as above provided, before the completion of the then current property assessment by the COUNTY, the CITY

agrees to defend and hold the COUNTY, its officials, officers, agents, employees and duly authorized volunteers harmless from any liability that might ensue as a result of the non-completion of a property tax assessment.

For the purpose of this Agreement, the term "just cause" shall mean the failure of any party hereto reasonably to perform a material responsibility arising hereunder.

12.A. In consideration of said assessment services, the CITY agrees to pay the COUNTY the sum of Fourteen Thousand Dollars (\$14,000) for each assessment, provided that any payment for the current year's assessment may be increased or decreased by that amount which exceeds or is less than the COUNTY's estimated cost of appraising new construction and new parcels for the current year's assessment. The amount of any increase or decrease shall be specified in the billing for the current year's assessment.

12.B. Regarding each assessment, in addition to being subject to adjustment in the above manner, said assessment cost of \$14,000.00 may also be increased by the COUNTY if:

- (1) The COUNTY determines that any cost to the COUNTY in carrying out any aspect of this Agreement has increased, including but not limited to the following types of costs: **new construction and new parcel appraisals, gasoline, postage, supplies, labor (including fringe benefits) and other types of costs, whether similar or dissimilar;** and/or
- 2) The COUNTY reasonably determines that other costs should be included in the costs of assessment work.

If the COUNTY desires to increase the assessment cost pursuant to this paragraph 12(B), it shall give written notice thereof by June 15 of any year and such increase shall apply to the assessment for the calendar year next following the current calendar year. Any such notification shall specifically set forth the amount of any new construction and new

parcel appraisal charges. Notwithstanding any provisions herein to the contrary, if any such increase, exclusive of any charge for the estimated costs of new construction and new parcel appraisals, exceeds ten (10%) percent of the amount charged for the assessment for the then current calendar year, exclusive of any charge for the estimated costs of new construction and new parcel appraisals, the CITY may cancel this Agreement by giving to the COUNTY written notice thereof, provided that said cancellation notice must be received by the COUNTY not later than July 24 of the then current calendar year and said cancellation shall be effective no earlier than five (5) days after the receipt of said notice by the COUNTY and not later than July 31 of said current calendar year. Supportive records of the cost increase will be open to inspection by the CITY at such times as are mutually agreed upon by the COUNTY and CITY.

Failure of the COUNTY to give the CITY a price-change notice by June 15 shall not preclude the COUNTY from giving CITY such notice after said date but prior to September 1 of any year, provided that if such price increase exceeds said ten (10%) - all as above set forth - the CITY may cancel this Agreement if the COUNTY receives notice thereof not later than thirty-nine (39) days from the date of receipt by the CITY of any said late price-change notice, provided further that any such cancellation shall be effective not earlier than five (5) days after COUNTY's receipt of said cancellation notice and not later than forty-six (46) days after the CITY's receipt of any said price-increase notice.

Payment for each assessment shall be made in the following manner:
Approximately one-half (1/2) of the cost of an assessment (the amount payable being set forth in a bill sent by the COUNTY to the CITY) shall be paid by the CITY no later

than the fifteenth (15th) day of the December which precedes the pertinent assessment year; and the remaining portion of said cost (the amount payable being set forth in a bill sent by the COUNTY to the CITY) shall be paid by the CITY no later than July 15 of the pertinent year.

The COUNTY may bill the CITY after the aforesaid dates and in each such case, the CITY shall pay such bill within fifteen (15) days after receipt thereof. In the event the CITY receives a bill less than fifteen (15) days before said December 15 or said July 15, such bill shall be paid not more than fifteen (15) days after its receipt.

13. Any notice or demand, which may or must be given or made by a party hereto, under the terms of this Agreement or any statute or ordinance, shall be in writing and shall be sent registered or certified mail to the other party addressed as follows:

TO CITY: Mayor, City of Greenwood
20225 Cottagewood Road
Deephaven, MN 55331

TO COUNTY: Hennepin County Administrator
2300A Government Center
Minneapolis, MN 55487

copies to: County Assessor
Hennepin County
2103A Government Center
Minneapolis, MN 55487

Assistant County Assessor
Hennepin County
2103A Government Center
Minneapolis, MN 55487

Any party may designate a different addressee or address at any time by giving written notice thereof as above provided. Any notice, if mailed, properly addressed, postage prepaid, registered or certified mail, shall be deemed dispatched on the registered date or that stamped on the certified mail receipt and shall be deemed

received within the second business day thereafter or when it is actually received, whichever is sooner. Any notice delivered by hand shall be deemed received upon actual delivery.

14. It is expressly understood that the obligations of the CITY under Paragraphs 7, 8, 11, and 12 hereof and the obligations of the CITY which, by their sense and context, are intended to survive the performance thereof by the CITY, shall so survive the completion of performance, termination or cancellation of this Agreement.

[Remainder of page intentionally left blank.]

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by its duly authorized officers and delivered on its behalf, this _____ day of _____, 2010.

COUNTY OF HENNEPIN
STATE OF MINNESOTA

Reviewed by the County:
Attorney's Office

By: _____
Chair of the County Board

And: _____
Assistant/Deputy/County Administrator

Assistant County Attorney

Date: _____

ATTEST: _____
Deputy/Clerk of the County Board

CITY OF GREENWOOD

Date: _____

By: _____

Its _____

And: _____

Its _____

City organized under:

_____ Statutory _____ Option A _____ Option B _____ Charter

EXHIBIT A
CITY OF GREENWOOD

During the contract term, the County shall:

1. Physically inspect and revalue 20% of the real property, as required by law.
2. Physically inspect and value all new construction, additions and renovation.
3. Conduct valuation reviews prior to Board of Review - approximate dates: March through May 15.
4. Attend Board of Review. Per Board request, make all necessary review appraisals. Approximate dates: April 1 - May 31 .
5. Keep updated property record files - current values, homestead and classification data.
6. Print, mail and post valuation notices and homestead cards.
7. Respond to taxpayers regarding assessment or appraisal problems or inquiries periodically.
8. Make divisions and combinations periodically.
9. Administer the abatement process pursuant to Minn. Stat. § 375.192 (2000).
10. Make appraisals, defend and/or negotiate all Tax Court cases.
11. Adjust estimated market values on those properties not physically inspected as needed as per sales analysis.

Subject: FW: Final Invoice Attached Beaver Removal Project Complete

Date: Thursday, July 8, 2010 8:17 AM

From: Gus Karpas <guskarpas@mchsi.com>

To: Debra Kind d.kind@mchsi.com

7C

FYI, I will give the invoice to Mary.

GUS

From: Scott Conley CWC [mailto:scott@conleyswildlifecontrol.com]

Sent: Wednesday, July 07, 2010 5:31 PM

To: gusk@cityofdeephaven.org

Subject: Final Invoice Attached Beaver Removal Project Complete

Gus,

Attached is the last invoice for the last beaver that inhabited the beaver bank den that dug into the side of Minnetonka Blvd in Saint Albans Bay.

As previously mentioned it would be to your great advantage to remove the tree above the den and dig out and back fill the beaver den to prevent the den from becoming reoccupied.

It is very difficult and time consuming to remove every last beaver from a mature colony of beavers that have inhabited a den.

Under Minnesota Law you must apply for a permit from the Department of Natural Resources to dig out a beaver den. The cost for the permit is minimal. The DNR will send out a conservation officer to verify that the den is indeed empty and unoccupied.

In your case you will get the thumbs up from the DNR. Many a city or county have applied for these permits only to have the DNR conservation officer inform them that they will need to remove the two remaining beavers before they can proceed.

The city or county find themselves quite embarrassed when this happens because their trapper told them the den was empty. In fact the trapper simply did not want to spend the additional time required to remove the last two beaver. These are the most difficult beavers to catch and many trappers simply lack the know how to remove the last beaver.

This is part of the reason beaver problems never seem to go away.

Please call if you have any questions. CWC specializes in beaver management and is available anytime.

It was my pleasure to serve you,

Scott Conley

President / Consultant

CWC

952-212-0843

1053 Meadow Street

Cologne, MN 55322

CWC Conley's Wildlife Control, LLC
Scott Conley President, Consultant
Business Mobile: 952-212-0843
www.conleyswildlifecontrol.com

Invoice No. **137**

INVOICE

Customer

Name City of Greenwood Gus Karpas City Administrator
Address 20225 Cottagewood Rd.
City Deephaven State MN ZIP 55331-9326
Phone 952-474-6633 email: administrator@greenwoodmn.com
gusk@cityofdeephaven.org

Misc

Date 7/7/10
Order No.
Rep Scott Conley
FOB

Qty	Description	Unit Price	TOTAL
	Nusiance Wildlife Control		
1	Beaver Removal St. Albans Bay Beaver Removed One beaver aproximately 1 1/2 years old was removed 7/7/2010 less than 30 yards across from main bank den cutting into Minnetonka Blvd. located in the NW corner of the bay. Near address 21793 Minnetonka Blvd. This was the last beaver in the colony. St. Albans Bay Beaver Removal Road Integrity Project Complete.	\$ 300.00	\$ 300.00

SubTotal	\$ 300.00
Discounts	
TOTAL	\$ 300.00

Payment

Select One...

Not Paid

Comments _____
Name _____
CC # _____
Expires _____

Tax Rate(s)

EIM No. 75-3240542

CWC
Scott Conley
1053 Meadow Street
Cologne, MN 55322

Thank you
Please call with any questions or send email to scott@conleyswildlifecontrol.com

From: Dave Martini <davidma@bolton-menk.com>

Date: Thu, 22 Jul 2010 09:32:26 -0500

To: Gus Karpas <guskarpas@mchsi.com>

Cc: Debra Kind <d.kind@mchsi.com>, Mark Perry <markpe@bolton-menk.com>, Art Taylor <artta@bolton-menk.com>

Subject: RE: Final Invoice Attached Beaver Removal Project Complete

Gus,

We have reviewed the work required to remove the Beaver Dam. Based on our discussions with the DNR and the Watershed it does not sound like we will need a permit for the work. We estimate the construction costs for the removal to be in the range of \$2,500 to \$3,000 for labor, equipment, traffic control and restoration. I would also expect Bolton & Menk to have about a day or so of staff time to get quotes and inspect the work so you should figure on an additional \$1,000 or so for our time. Let me know if you would like us to get quotes for the City to consider.

Thanks.

David P. Martini, P.E.

Bolton & Menk, Inc.

P: (952) 448-8838, Ext. 2458

F: (952) 448-8805

email: davidma@bolton-menk.com

www.bolton-menk.com

Greenwood recycle contract renewal for 2010

7-27-2010

Vintage Waste Systems, Inc. would like to continue service with your community. We would like to serve Greenwood for the next extension year 2010-2011. This is our only recycle contract we hold and pride ourselves on the service we provide to the residents. Vintage Waste will remain at the current unit price of \$5.25 per unit as the recycle market still has not rebound. Until the economy rebounds the markets remain weak. Vintage Waste will continue with weekly service for this next extension. Vintage now has drive in service at 15 of the homes up 5 homes over last year. We now service 200 of the residents with their trash also. We have a very good relation with the residents in town. At next year's extension Vintage would explore going to a larger cart and possibly going every other week. We have placed the larger cart at 25% of the homes already. The standard is a 35 gallon cart with the weekly service. The city wide clean up this year was lower than last year. We ran more equipment and more personal. The volumes were lower. This year Greenwood was charged \$2,107.58, last year was \$2,329. I would budget for \$2,500 for the 2011 clean up ahead. If there are any further questions we are available to discuss.

Corey & Emilee Metcalf
Owner/Operators
Vintage Waste Systems, Inc.
5315 Pioneer Creek Dr.
Maple Plain, MN 55359

763-479-1531
vintage@frontiernet.net

RESOLUTION NO. 16-10

**A RESOLUTION APPROVING RECYCLING SERVICES FOR
THE CITY OF GREENWOOD PROVIDED BY VINTAGE WASTE SYSTEMS, INC.
FOR SEPTEMBER 2010 THROUGH AUGUST 2011**

WHEREAS, the City of Greenwood approved a 1-year agreement for recycling services with Vintage Waste Systems, Inc. on September 17, 2009.

WHEREAS, the agreement was for service to be provided from September 2009 through August 2010.

WHEREAS, the agreement included the option for two 1-year extensions if agreed upon by both parties.

WHEREAS, both parties hereby desire to extend the agreement and agree to the following:

1. Vintage Waste Systems, Inc. will continue to provide recycling service for the City of Greenwood through August 31, 2011.
2. Vintage Waste will continue to charge the same monthly rate:
\$5.25 per residential unit, \$30 for Georgetown Manor, total of \$1568.25 per month
3. Vintage Waste will continue to provide weekly service for this extension.
4. Vintage Waste will continue to provide drive-in service as requested (currently 15 homes).
5. Vintage Waste will continue to provide 35-gallon carts per residential unit, and two 96-gallon carts for Georgetown Manor. Larger carts will be provided for no extra charge as requested (currently 25% of the homes).

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GREENWOOD, that the 2010-2011 recycling agreement with Vintage Waste Systems, Inc. is hereby adopted and city staff and officials are authorized and directed to take necessary actions to implement the service.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENWOOD, MINNESOTA, THIS ____ DAY OF _____, 2010.

Ayes _____, Nays _____.

CITY OF GREENWOOD

VINTAGE WASTE SYSTEMS, INC.

Debra J. Kind, Mayor

Corey Metcalf

Attest:

Gus E. Karpas, City Clerk

Emilee Metcalf



Excelsior Fire District

Proudly serving the Communities of:
Deephaven-Excelsior-Greenwood-Shorewood-Tonka Bay
 24100 Smithtown Road
 Shorewood, MN. 55331

Recommended 2011 Budget Recommendations Summary June 3, 2010

Funding Summary

- 2.02% overall increase to cities from 2009 and 2010 Contribution
 - \$29,865 is the increase in fire district funding
 - \$11,865 for Fire District Operations
 - \$18,000 for Excelsior Firefighters Relief Association Required Contribution
 - 2011 Recommended Operating Budget – \$ 792,287
 - 2009 Adopted Operating Budget - \$ 767,832
 - Difference \$ 24,455
 - % increase 3.18%
- \$80,00 budget for Excelsior Firefighters Relief Association
 - \$62,000 Required contribution for the Relief Association will come from “Operational Fund” fund balance.
 - \$18,000 applied to city contribution
- \$25,000 for Building Fund will utilize “Operational Fund” fund balance.

Fund Balance summary noted below

Operating Fund Reserve Analysis

	<u>2010 Budget</u>	<u>2010 Projected</u>	<u>A 2011 Budget</u>	<u>B 2011 Budget</u>	<u>C 2011 Budget</u>
January 1 Fund Reserve	317,207	317,207	311,870	311,870	311,870
EFD Budgeted Expense	1,568,027	1,527,223	1,585,616	1,585,616	1,585,616
EFD Municipal Contributions	1,481,886	1,481,886	1,523,616	1,511,751	1,481,886
Facilities Fund Transfer	40,000	40,000	0	0	0
December 1 Fund Reserve	271,066	311,870	249,870	238,005	208,140
Percent Reserved	31.70%	39.26%	28.65%	27.29%	23.86%

Summary: 2011 EFD Operating Fund Budget proposes a \$29,865 increase in the 2011 Municipal contribution, with an additional \$11,685 in operating fund expenditures and \$62,000 in a projected Mandatory Contribution to the Fire Relief Association funded from Operating Fund Reserves.

A – Assumes a Municipal Contribution increase of \$41,730 from 2010 to 2011

B – Assumes a Municipal Contribution increase of \$29,865 from 2010 to 2011 with the remaining expenditures supported by operating Fund reserves.

C - Assumes a 0 % Municipal Contribution increase of 2010 to 2011 with the remaining expenditures fully supported by Operating Fund Reserves.

Other Proposed Operational Considerations

- 1) Operational Cuts Restored from 2010 budget
 - a. Restored training dollars to 2009 amount – This will provide a positive impact on our ability to train firefighters.
 - b. Fire Prevention – provided small restoration to fire prevention funding for the open house and other educational areas.
 - c. Repair and maintenance – provided adequate and specific funding for repair and maintenance of our equipment.
 - d. Technology – restored funding for computer replacement program.
 - e. Communications – restored funding for replacing pagers as needed.
 - f. Building Repair – provided adequate and specific funding for repair and maintenance of our facilities.
- 2) Staff wages are reasonable and provide effective recruitment and retention
- 3) First Aid Supplies has realistic funding for equipment maintenance and replacement
- 4) Refuse and Recycling has realistic budget numbers
- 5) Medical fees has realistic numbers based on hiring needs
- 6) Radio units has realistic numbers based on MDC's
- 7) Property/Casualty Insurance costs considers probable increase and now all costs for insurance
- 8) Fire and Equipment maintenance includes the cost of buying a new air monitor
- 9) Maintain the Capital Improvement Plan

Excelsior Fire District Recommended Budget 2011

Allocation by City using Joint Powers Agreement funding formula for 2011
11,865 Operating plus \$18,000 for Fire Relief Assn. Required Contribution

\$810,287 Operating
\$701,464 Building

	<u>Tax Capacity 2009 Pay 2010</u>		<u>Sum of all Factors Per JPA</u>	<u>Cities' Calculated Share of Cost</u>		
	<u>Dollars</u>	<u>Percent</u>		<u>Operations</u>	<u>Facilities</u>	<u>Total</u>
Deephaven	\$12,067,101	27.01%	27.01%	\$218,851	\$189,459	\$408,310
Excelsior	\$4,714,251	10.55%	10.55%	\$85,499	\$74,016	\$159,515
Greenwood	\$3,776,525	8.45%	8.45%	\$68,492	\$59,293	\$127,785
Shorewood**	\$17,241,365	38.59%	38.59%	\$312,693	\$270,697	\$583,390
Tonka Bay	\$6,878,662	15.40%	15.40%	\$124,753	\$107,998	\$232,751
	<u>\$44,677,904</u>	<u>100%</u>	<u>100.00%</u>	<u>\$810,287</u>	<u>\$701,464</u>	<u>\$1,511,751</u>

(Using 2010 Hennepin County Assessors' valuations as of April 23, 2010)
xx – Total 2009 Tax Capacity less reduction for The Islands served by the Mound FD.

Quarterly Billings

	<u>Operations</u>	<u>Buildings</u>	<u>Total</u>
Deephaven	\$ 54,712.81	\$ 47,364.78	\$ 102,077.60
Excelsior	\$ 21,374.64	\$ 18,503.99	\$ 39,878.63
Greenwood	\$ 17,122.94	\$ 14,823.30	\$ 31,946.25
Shorewood**	\$ 78,173.17	\$ 67,674.37	\$ 145,847.55
Tonka Bay	\$ 31,188.18	\$ 26,999.55	\$ 58,187.74
			\$ 377,937.75

**2011 Recommended Budget
Contribution with 2011 JPA Formula
Summary of Percentage Increase by City
\$11,865 Operating plus \$18,000 for Mandatory Relief Contribution**

2011 Formula									
2011 Operating Budget and \$160,000 Capital Transfer									
City	2009 Contribution	2010 Contribution	Increase	% Increase from 2009	2011 Proposed	Increase	% Increase from 2010		
Deephaven	\$ 422,535.00	\$ 408,409.00	\$ (14,126.00)	-3.34%	\$ 408,310.00	\$ (99.00)	-0.02%		
Excelsior	\$ 165,533.00	\$ 157,984.00	\$ (7,549.00)	-4.56%	\$ 159,515.00	\$ 1,531.00	0.97%		
Greenwood	\$ 112,703.00	\$ 122,510.00	\$ 9,807.00	8.70%	\$ 127,785.00	\$ 5,275.00	4.31%		
Shorewood	\$ 575,445.00	\$ 570,742.00	\$ (4,703.00)	-0.82%	\$ 583,390.00	\$ 12,648.00	2.22%		
Tonka Bay	\$ 205,616.00	\$ 222,241.00	\$ 16,625.00	8.09%	\$ 232,751.00	\$ 10,510.00	4.73%		
Total Contribution	\$ 1,481,832.00	\$ 1,481,886.00	\$ 54.00	0.00%	\$ 1,511,751.00	\$ 29,865.00	2.02%		
Tax Capacity Information									
City	2010 Values	2011 Values	\$ Change	% Change from 2010					
Deephaven	\$12,508,003	\$12,067,101	(\$440,902)	-4%					
Excelsior	\$4,838,446	\$4,714,251	(\$124,195)	-3%					
Greenwood	\$3,752,017	\$3,776,525	\$24,508	1%					
Shorewood	\$17,479,666	\$17,241,365	(\$238,301)	-1%					
Tonka Bay	\$6,806,407	\$6,878,662	\$72,255	1%					
Totals	\$45,384,539	\$44,677,904	(\$706,635)	-2%					
City	2009 Values	2010 Values	\$ Change	% Change from 2009					
Deephaven	\$12,878,297	\$12,508,003	(\$370,294)	-3%					
Excelsior	\$4,651,191	\$4,838,446	\$187,255	4%					
Greenwood	\$3,438,594	\$3,752,017	\$313,423	9%					
Shorewood	\$16,935,039	\$17,479,666	\$544,627	3%					
Tonka Bay	\$6,225,329	\$6,806,407	\$581,078	9%					
Totals	\$44,128,450	\$45,384,539	\$1,256,089	3%					

Excelsior Fire District

Recommended Budget
6/3/2010

Draft Budget FY 2011
Comparison with Previous Years
With 2010 Projected

Account Code	Object Description	2005 Actual Amount	2006 Actual Amount	2007 Actual Amount	2008 Actual Amount	2009 Actual Amount	2010 Budget Adopted	2010 Projected	2011 Proposed Budget	2011 Proposed Dollar Increase	Percent Change From 10 Adopted
Fund 230 FIRE OPERATING FUND											
Dept 42200 Fire Operations											
Personal Services											
230-42200-101	Employees Regular	80,024	76,042	81,197	87,913	88,152	123,100	123,100	126,178	3,078	2.50%
230-42200-103	Part-Time Employees	5,091	4,427	4,769	13,290	14,575	16,120	16,120	16,900	780	4.84%
230-42200-106	Firefighter's Salaries	124,587	121,707	116,135	121,936	133,424	146,714	146,714	157,835	11,121	7.58%
230-42200-107	Fire Officer's Salaries	20,125	21,300	23,472	24,460	34,405	31,106	31,106	31,880	774	2.49%
230-42200-108	Part-Time Fire Inspector	32,839	37,628	36,525	36,398	31,406	-	-	-	-	-
230-42200-121	PERA	6,943	6,594	11,756	13,456	19,297	18,446	18,446	18,979	533	2.89%
230-42200-122	FICA/MC	15,582	16,592	14,784	16,470	19,611	16,624	16,624	17,961	1,337	8.04%
230-42200-131	Employer Paid Health	6,000	2,657	14,180	11,585	21,166	24,838	24,838	27,610	2,772	11.16%
230-42200-133	Employer Paid Life Insurance	23	7	21	24	42	1,371	1,371	100	(1,271)	-92.71%
230-42200-151	Worker's Comp Insurance Premi	13,723	15,644	20,833	16,274	17,870	21,000	19,545	21,000	1,455	7.44%
	Total Personal Services	304,936	302,598	323,672	341,806	379,948	399,319	397,864	418,443	20,579	5.17%
Supplies											
230-42200-200	Office Supplies	3,143	3,581	5,062	3,623	3,625	4,000	4,000	4,000	-	0.00%
230-42200-212	Motor Fuels	11,581	10,524	11,335	13,244	10,097	14,500	14,500	14,000	(500)	-3.45%
230-42200-217	Clothing	5,295	10,058	12,203	20,261	19,305	16,950	16,950	18,600	1,650	9.73%
230-42200-220	Repair/Maint. Supplies	11,228	9,378	6,296	4,589	6,429	5,550	5,550	5,550	-	0.00%
230-42200-221	First Aid Supplies	2,099	2,372	2,536	5,099	533	2,575	2,575	2,775	200	7.77%
230-42200-222	Firefighting Supplies	2,280	3,138	7,071	14,355	14,239	6,880	6,880	6,880	-	0.00%
230-42200-240	Small Tools and Minor Equipmen	2,384	1,082	-	-	-	-	-	-	-	-
230-42200-241	Fire Prevention Tools	5,871	1,889	3,570	4,446	5,237	5,000	5,000	5,200	200	4.00%
	Total Supplies	43,881	42,022	48,073	65,617	59,465	55,455	55,455	57,005	1,550	2.80%
Professional Services											
230-42200-304	Legal	-	-	1,557	660	6,526	4,500	4,500	4,500	-	0.00%
230-42200-307	Fiscal Management Fees	15,750	16,538	18,000	18,000	18,000	18,000	18,000	18,000	-	0.00%
230-42200-311	Auditing	6,150	6,150	6,460	7,290	7,515	8,500	9,700	10,500	800	8.25%
230-42200-312	Refuse & Recycling Collection	952	1,208	1,439	1,755	1,356	2,000	2,000	1,500	(500)	-25.00%
230-42200-313	Janitorial Services	8,810	3,927	4,570	7,848	6,000	7,500	7,500	7,500	-	0.00%
230-42200-318	Medical Fees	9,386	3,576	9,598	10,199	8,365	7,500	7,500	8,500	1,000	13.33%
230-42200-319	Professional Services	1,805	17,141	12,724	24,645	14,964	14,404	14,404	17,804	3,400	23.60%
	Total Professional Services	42,851	48,540	54,348	70,397	62,726	62,404	63,604	68,304	4,700	7.39%
Other Services and Charges											
230-42200-321	Telephone/Communications	26,793	38,299	18,319	15,966	27,514	18,050	18,050	23,400	5,350	29.64%
230-42200-322	Postage	700	912	502	448	306	700	700	600	(100)	-14.29%
230-42200-323	Radio Units	-	-	24,022	37,767	28,493	31,900	31,900	29,500	(2,400)	-7.52%
230-42200-331	Conferences	44,277	17,018	1,833	7,759	6,189	1,250	1,250	5,400	4,150	332.00%
230-42200-332	Mileage	1,356	159	-	1,091	155	1,000	1,000	1,000	-	0.00%
230-42200-333	Meeting Expenses	-	-	2,430	2,489	2,660	2,800	2,800	2,800	-	0.00%
230-42200-334	Training & Schools	-	-	7,418	26,049	18,229	20,050	20,050	25,700	5,650	28.18%
230-42200-350	Printing & Publishing	1,316	3,465	275	575	975	1,770	1,770	1,770	-	0.00%
230-42200-360	Insurance	20,338	22,946	26,471	26,323	25,791	27,000	29,038	29,500	462	1.59%
230-42200-381	Electric Utilities	28,186	29,319	31,710	29,636	27,389	31,500	31,500	31,500	-	0.00%
230-42200-383	Gas Utilities	22,873	21,524	23,565	23,411	12,826	25,000	25,000	25,000	-	0.00%
230-42200-386	Water and Sewer Utilities	937	1,182	1,149	887	626	1,300	1,300	1,300	-	0.00%
230-42200-401	Repairs & Maint. Contracted Bldg	9,206	15,529	14,914	17,853	31,354	20,550	20,550	36,286	15,736	76.57%
230-42200-404	Repairs/Maint. Machinery/Equip.	23,477	23,853	14,607	20,843	29,360	21,200	21,200	22,000	800	3.77%
230-42200-405	Fire Equipment Maintenance	4,861	6,805	9,886	8,822	7,318	10,245	10,245	10,245	-	0.00%
230-42200-412	Building Rentals	-	-	-	-	-	-	-	-	-	-
230-42200-430	Misc Expenses	-	-	-	413	(646)	500	500	500	-	0.00%
230-42200-433	Dues and Subscriptions	1,216	1,234	1,204	2,068	2,291	2,034	2,034	2,034	-	0.00%
230-42200-439	Contingency	2,562	7,031	314	193	475	-	-	-	-	-
230-42200-440	Fund Balance/ Reserve	-	-	-	-	-	-	-	-	-	-
230-42200-444	WAFTA	-	-	-	-	-	-	-	-	-	-
	Total Other Services	188,099	189,276	178,619	222,593	221,305	216,849	218,887	248,535	29,648	13.54%
	Total Operating Budget	579,768	582,436	604,712	700,413	723,444	734,027	735,810	792,287	56,477	7.68%
Capital Outlay											
230-42200-560	Furniture and Fixtures	-	1,150	-	-	-	-	-	-	-	-
230-42200-570	Office Equip. and Furnishings	-	3,792	-	-	-	-	-	-	-	-
230-42200-720	Operating Transfers (Equipment)	46,500	125,000	150,000	155,000	155,000	155,000	155,000	160,000	5,000	3.23%
	Operating Transfers (Building)	578,285	592,369	588,065	592,473	559,000	559,000	552,859	553,329	470	0.09%
	Total Capital Outlay	624,785	722,311	738,065	747,473	714,000	714,000	707,859	713,329	5,470	0.77%
Totals Fund 230 Fire Operating		1,204,553	1,304,747	1,342,777	1,447,886	1,437,444	1,448,027	1,443,669	1,505,616	61,947	4.29%
Pension											
230-42200-170	Firefighter Pension Contribution	15,000	15,000	15,000	10,000	-	120,000	58,554	80,000	21,446	36.63%
Totals Funds Fire Overall		1,219,553	1,319,747	1,357,777	1,457,886	1,437,444	1,568,027	1,502,223	1,585,616	83,393	5.55%

(2009/2010 Contribution) = 1,481,886 1,511,751 2.02%

City Contribution increase from 2009/2010 29,865

Operating Fund Balance Utilization
 25,000 Building Fund
 11,865 Operating Expenditures
 62,000 Relief Association
 Mandatory Contribution

EXCELSIOR FIRE DISTRICT
2011 Draft Operating Budget
June 3, 2010
Recommended Budget

CATEGORY**PERSONAL SERVICES****Detail Item Amount****Line Item Total****Category Total**

101 Employees Regular (Full-time)

Fire Chief	88,868
Fire Inspector	37,310

126,178

103 Part Time employees

Administrative Specialist	16,900
\$16.25/hr x 20 hours per week	

16,900

106 Firefighters Salaries

East Call Pay	
\$10 x 216 x 8 x 1 1/4 hrs	21,600

157,835

East Drill Pay	
\$20 x 50 x 15	15,000

West Call Pay	
\$10 x 500 x 14 x 11/4 hrs	87,500

West Drill Pay	
\$20 x 50 x 22	22,000

Duty Officer Pay	
\$27 per day x 365	9,855
\$20 per call x 94	1,880

107 Fire Officer's Salaries

Assistant Chief	5,430
Battalion Chiefs (2)	7,686
Captains (5)	11,091
Apparatus Coordinator	1,900
Asst. Apparatus Coord.	1,056
Coordinators (6)	3,801
Maintenance	916

31,880

121 PERA

Chief	12,530
Fire Inspector	5,261
Administrative Specialist	1,188

18,979

122 FICA

Firefighters	10,045
Fire Inspector	-
Administrative Specialist	1,052
Fire Officers (10)	1,977

13,074

123 Medicare

Chief	1,289
Fire Inspector	541
Firefighters	2,349
Fire Officers (10)	462
Administrative Specialist	246

4,887

131 Health Insurance

Chief	15,270
Fire Inspector	12,340

27,610

133 Life Insurance Chief

Fire Inspector	50
----------------	----

100

151 Workers Compensation

50

21,000

TOTAL PERSONAL SERVICES**418,443**

CATEGORY					
SUPPLIES					
		Detail Item Amount		Line Item Total	Category Total
200	Office Supplies			4,000	
212	Motor Fuels			14,000	
217	Clothing			18,600	
	Turnout Gear (5 sets)	8,500			
	Helmets (6)	950			
	ID for helmets	200			
	Hoods (12)	450			
	Gloves (10 pairs)	500			
	Turnout Gear Repair	750			
	Firefighter Uniforms (6)	1,400			
	Badges & Uniform Brass	800			
	Gear Cleaning	500			
	Firefighter Work Uniforms (10)	1,400			
	SCBA Masks (4)	750			
	Fire Inspector Uniforms	400			
	Boots (6)	1,000			
	Duty Uniforms	600			
	Fire Chief Uniforms	400			
	Cold Water Rescue Suits	-			
220	Repair and Maintenance Supplies			5,550	
	Batteries	500			
	Culligan Water Station 1 & 2	850			
	Solar Salt Station 2	700			
	Small Tools	1,500			
	Vehicle and Station Supplies	2,000			
221	First Aid Supplies			2,775	
222	Fire Fighting Supplies/Tools			6,880	
	Fire Extinguisher Powder	380			
	Cartridge Refills	350			
	Oxygen Refills	1,200			
	Firefighting Foam	1,000			
	Extinguisher Refill	1,700			
	Small tools (Acct Tags, Saws, Wr	1,250			
	Hazmat Supplies	1,000			
241	Fire Prevention			5,200	
	Code Books	500			
	Open House	1,800			
	Supplies & Handouts	2,200			
	Sparky Costume Maintenance	200			
	Life Safety Video	500			
TOTAL SUPPLIES					57,005
PROFESSIONAL SERVICES					
304	Legal			4,500	
307	Fiscal Management			18,000	
311	Auditing			10,500	
	District Audit and Northland Securities				
312	Refuse			1,500	
313	Janitorial			7,500	
318	Medical Fees			8,500	
319	Professional services			17,804	
	Recording Secretary	2,400			
	Computer Services	14,904			
	CISD	500			
TOTAL PROFESSIONAL SERVICES					68,304

CATEGORY

OTHER SERVICES AND CHARGES

	Detail Item Amount	Line Item Total	Category Total
321 Communications		23,400	
Telephone	13,500		
Cell Phones	3,000		
Pagers (4 @ 475)	1,900		
Pager Repair	1,200		
Internet	1,400		
MDC Air Cards	2,400		
322 Postage		600	
323 Radio Units		29,500	
Hennepin County Radio Lease	27,000		
Hennepin County Radio Repair	500		
MDC Maintenance	2,000		
331 Conferences		5,400	
Mn Fire Dept. Conference	750		
Mn Fire Chief's Conference	500		
I Chiefs Conference			
Fire Department Instr. Conf.	3,500		
Emergency Mgmt Conf.	400		
Fire Inspectors Conference	250		
332 Mileage and Travel		1,000	
333 Meeting Expenses		2,800	
334 Training Expenses		25,700	
Training Tower / Simulator	3,000		
EMT (4 @ 800)	3,200		
EMT Refresher	5,500		
FFI	2,700		
FFII	1,200		
Haz-Mat Ops	2,000		
Vo-Tech Schools	2,000		
State Sectional Schools	2,800		
Boat Training	300		
Bloodborne/Right To Know	100		
Guest Speakers			
Training Aids	600		
Support Staff training	300		
Fire Chief Training	300		
Fire Inspector Training	700		
Training Equipment	1,000		
350 Printing And Publishing		1,770	
Call Sheets	325		
Training Sheets			
Film & Developing	370		
Copying			
Stationary	350		
Printer cartridges	225		
Other Printing	500		
360 Insurance		29,500	
381 Electric Utilities		31,500	
383 Gas Utilities		25,000	
386 Water and Sewer Utilities		1,300	
401 Building Repair		36,286	
Annual Maintenance	20,936		
Sprinkler Alarm Inspection / Testing (Contractor Eval)	1,800		
Station Maintenance - (painting, other)	1,500		
UPS Rplacement at station 1	2,500		
Elevator Inspection	1,800		
Sealcoating for parking lot at Station 1	1,750		
Cabinets for Engineer Area	1,000		
Station 2 Maintenance	5,000		

404 Repair And Maintenance Of Apparatus						22,000		
Truck Repair			12,850					
Pump Testing			1,200					
Service			4,400					
Major Repairs			2,700					
Supplies			850					

CATEGORY				
OTHER SERVICES AND CHARGES (Cont.)				
	Detail Item	Amount	Line Item Total	Category Total
405	Fire Equipment Maintenance		10,245	
	Compressor Service	1,450		
	Air	575		
	Gas Powered Equipment	500		
	Air Pack Service	2,100		
	Fit Testing	1,350		
	SCBA Flow Testing (18 @ 65)	1,170		
	SCBA Hydro Testing	300		
	Ladder Testing	1,100		
	Hose Testing	200		
	Air Monitor	700		
	Air Monitor Calibration	300		
	Maint. Agreement Fitness Room	500		
430	Misc Expenses		500	
	Bank Expenses	500		
433	Dues And Subscriptions		2,034	
	Nat. Volunteer Fire Council	30		
	IAFC/INT Assoc Of Fire Chiefs	195		
	Int Assn Of Arson Investigators	50		
	NAFI	40		
	Mn Chapter IAAL	25		
	Mn State Fire Chiefs Assoc	130		
	ACFEI	130		
	MSFDA	300		
	Fire Marshals Assoc Of Mn (2)	70		
	NFPA			
	ACS Firehouse Solutions	125		
	Hennepin County Fire Chiefs	20		
	United Firefighters Assoc	30		
	Firehouse Magazine	30		
	Smoke Eater (22)	160		
	Chamber	-		
	Lake Region Mutual Aid	75		
	Southwest Mutual Aid	100		
	Metro Fire Chiefs	100		
	Fire Chiefs	74		
	Vol FF Benefit Association	350		
439	Contingency			
440	Fund Balance / Reserve		-	
TOTAL OTHER SERVICES AND CHARGES				248,535
<u>TOTAL OPERATING BUDGET</u>				<u>792,287</u>
CAPITAL OUTLAY				
560	Furniture And Equipment			
570	Office Equipment			
TOTAL CAPITAL OUTLAY				
CAPITAL TRANSFERS				
	Equipment Transfers		160,000	
720	Facilities Transfers		553,329	
	* The Bond payment was increased from the 2010 amount of \$550,000 to \$553,329 in 2011			
TOTAL CAPITAL TRANSFERS				713,329
<u>TOTAL CAPITAL</u>				<u>713,329</u>
PENSION CONTRIBUTION				
	* Funding to come from 2010 "carry-over" in Relief Contribution line item			<u>80,000</u>
<u>TOTAL BUDGET AMOUNT</u>				<u>1,585,616</u>

Excelsior Fire District 2011 - 2031 Capital Improvement Program

Recommended Budget		June 2010																																		
Equipment Item	Date Acquired	Original Cost	Life Bench mark	Proj Repl Date	Proj Equip Costs	Proj Finance Costs	Proj Apparatus Costs	Total Cost of Apparatus	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031				
Beginning Apparatus/Equip Balance									36,057	65,685	89,854	89,814	78,478	174,048	159,918	4,505	74,484	106,363	103,379	140,553	66,970	46,915	10,959	284	53,236	97,747	127,148	194,637	223,856	226,213	142,419	61,949				
APPARATUS																																				
#23 - Duty Officer Vehicle	2008	26,033	8 yrs	2016	6500	0	27000	33500																												
#25 - Chief Vehicle	2010	31,805	8 yrs	2019	5500	0	25000	30500	28,000								33,500																			
#20 - Inspector Vehicle	2003	32,500	10 yrs	2013	6500	0	26000	32500			31,805												35,500													
#21 - Rescue/Utility 21	2005	40,000	15 yrs	2020	4000	0	42000	46000					32,500																							
#18 - Rescue 12 - Excursion	2002	37,500	15 yrs	2017	3500	0	40000	43500																												
#17 - Utility 11 -PU Truck	2002	37,500	15 yrs	2019	0	0	40000	40000																												
#24 - Heavy Rescue	2009	264,988	20 yrs	2029	25000	63492	430000	518492																												
#12 - Engine 22	1996	120,000	20 yrs	2013	30000	55555	390000	475555																												
#15 - Aerial 11	1998	421,000	20 yrs	2018	35000	134471	680000	849471																												
#18 - Engine 11	2002	327,000	20 yrs	2023	30000	90274	450000	570274																												
#22 - Engine 21	2007	309,000	21 yrs	2028	35000	111540	480000	626540																												
#19 - Tanker 11	2002	161,000	25 yrs	2027	25000	53100	220000	298100	74,032	74,032	74,032	74,032																								
Tank for Rescue 21	2008	5,000		2020	5000	0	0	5000																												
Hazmat Trailer	2004	40,000		2016	20000	0	10000	30000	5,000																											
Snowmobile	1999	4,000		2014	0	0	10000	10000																												
Boat 11		27,000		2017	4000	0	40000	44000																												
Boat 12		8,000		2024	0	0	0	15000																												
Boat 21	2007	31,380	15 yrs	2023																																
Boat Trailer - #11		5,000		2017	0	0	2000	2000																												
Boat Trailer - #12		2,000		2024	0	0	0	1500																												
Boat Trailer - #21	2008	2,860	15 yrs	2023																																
ATV - Mule	2006	12,000	15 yrs	2021	0	0	17000	17000																												
ATV - Mule Trailer	2006	1,700	15 yrs	2021	0	0	2000	2000																												
Capital Truck Maint			Ongoing																																	
Equipment Lease Costs																																				
Total Apparatus Expenses									107,032	160,032	191,837	140,032	66,000	193,611	105,111	95,111	158,611	184,611	169,894	244,394	220,894	188,894	205,394	115,054	131,554	151,554	115,054	174,674	217,120	295,318	283,318	283,318				
EQUIPMENT																																				
Air Pack (SCBA) Replacement	2000	103,000	12 yrs		220000	0	0	220000																												
Extrication Tool (Station 2)	2007	26,000	15 yrs																																	
Extrication Tool (Station #1)	2009	20,239	15 yrs																																	
Upgrade Radio System	2003							75000	7,429	32,000																										
Air monitors								90000	2,832																											
Defibrillators (5)								5000	5,000																											
Miscellaneous Equip.		8,000						50000																												
Training Equipment								50000	5,000																											
Total Equipment Expenses									20,061	32,000	-	2,500	5,000	5,000	230,000	15,000	-	15,000	-	30,000	-	45,000	-	47,000	10,000	10,000	5,000	10,000	-	25,000	-	15,000				
BUILDINGS																																				
Building Fund	2004							1,650,000																												
Total Building Expenses																																				
Total Expenses																																				
REVENUES																																				
Interest Income																																				
Sale of Used Equipment									721	1,314	1,797	1,198	1,570	3,481	3,198	90	1,490	2,127	2,068	2,811	1,339	938	219	6	1,065	1,955	2,543	3,893	4,477	4,524	2,848	1,239				
Donations									1,000	40,000	5,000			11,000	1,500		4,000	4,500	15,000	8,000	4,500	2,000	4,500	25,000		4,000										
Equipment Lease Proceeds										19,887																										
Cities Contribution																																				
Total Revenues									155,000	155,000	155,000	160,000	165,000	170,000	175,000	180,000	185,000	190,000	190,000	190,000	195,000	195,000	190,000	190,000	215,000	238,065	238,065	238,065	238,065	238,065	238,065	238,065	238,065			
Year End Apparatus/Equip Balance									65,685	89,854	89,814	78,478	174,048	159,918	4,505	74,484	106,363	103,379	140,553	66,970	46,915	10,959	284	53,236	97,747	127,148	194,637	223,856	226,213	142,419	61,949					

Notes:
 1. Interest Income estimated at 2.0% to FY 2030.
 2. Equipment inflation is estimated to be approximately 7% per year.

Equipment Item Identifiers
 1. Purchased with District funds, Donated funds, Grant funds from other agency and/or EFFRA relief funds



Hennepin County Taxpayer Services Department

A-600 Hennepin County Government Center
Minneapolis, Minnesota 55487-0060

July 22, 2010

Roberta Whipple, Clerk Administrator
City of Greenwood
20225 Cottagewood Road
Deephaven, MN 55331

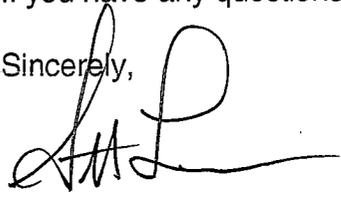
Dear Roberta Whipple:

This notification is to request the time and place of the regularly scheduled meeting in which your budget and levy will be discussed and the final budget and levy determined, which must occur after November 24. You must provide the information to be included in the notice on or before the time the proposed levy is certified; the public must be allowed to speak at the meeting; and the meeting shall not be held before 6:00 p.m.

We are showing the previous data for the public hearing and asking you to confirm or update that information for the budget meeting. As required by Minnesota Statute, **please return the form no later than September 15, 2010.** Information inserts must be received no later than September 30, 2010.

As in the past, the expense of preparing and mailing the Truth in Taxation notices is to be divided in thirds among the county, school, and city. Each city's portion of the third will be determined by the number of parcels in your city. You will be billed in December after the mailing costs have been determined.

If you have any questions, please contact me at 612-348-5100.

Sincerely,


Scott Loomer, Manager
Property Tax Division

Enclosure

Truth in Taxation Budget Meeting Date

City Name: Greenwood Munic No:19

Contact Person: Phone:

Budget Meeting

Date:

Time:

Listed below is prior year data for (1) the location of the budget meeting, (2) the phone number to be published and (3) the mailing address for written responses. Please review these and either confirm that they are still accurate or make the necessary changes.

OK

OR

New Information

1. Location: City Hall Council Chambers
20225 Cottage Rd
Deephaven, MN 55331

OK

OR

New Information

2. Phone Number: 952-474-6633

OK

OR

New Information

3. Mailing Address: City Hall Council Chambers
20225 Cottagewood Rd
Deephaven, MN 55331

Please return this form in the enclosed envelope as soon as possible but no later than September 15, 2010.

Highview Place Street Improvements Curb and Gutter Memorandum of Understanding

Property Owner: Timothy Norman & Maureen Hogan
Property Description: 5095 Highview Place
Greenwood, MN 55331

Property Owner: Mitchell Wherley
Property Description: 5070 Highview Place
Greenwood, MN 55331

Date: July 9, 2010

Curb and Gutter Agreement:

Project Description:

The City of Greenwood has entered into a contract with Omann Brother's Paving, Inc. to complete street improvements on various streets including Highview Place. The planned improvements on Highview Place include removing and replacing the bituminous surface and placing approximately 150 feet of bituminous curb in the cul-de-sac bulb on the south end of the project.

However, based on discussions with the property owners at 5095 and 5070 Highview Place, it has been determined that the bituminous curb will be replaced with the construction of approximately 265 feet of concrete curb and gutter.

Compensation Items:

The above-mentioned property owners understand that there are additional costs associated with constructing the concrete curb and gutter including additional engineering. Therefore, the property owners agree to compensate the City a total of \$6,964.43 (shown on Exhibit A), which includes a credit of \$600 for the bituminous curb that has been eliminated from the project. This total shall be paid to the City of Greenwood prior to the beginning of construction.

Acceptance:

City of Greenwood Project Representative:

David P. Martini

David P. Martini, Principal Engineer

7/12/10

Date

Property Owners:

Moureen A. Hogan

Property Owner 5095 Highview Place

7/12/2010

Date

[Signature]

Property Owner 5070 Highview Place

7/13/10

Date

EXHIBIT A

Concrete Curb & Gutter (\$25.95 per foot x 265 feet):	\$6,876.75
Engineering (6,876.75 X 10%)	\$687.68
<u>Credit for Bituminous Curb:</u>	<u>(\$600.00)</u>
Total Amount Due:	\$6,694.43

July 15, 2010

John Klinkner
3100 Raleigh Avenue North #103
St. Louis Park, MN 55416

Dear Mr. Klinkner,

It has come to my attention that you have not been working in a timely manner to address the concerns raised by the city's Building Inspector and Fire Inspector. There have been a number of issues raised by each that need your immediate attention.

I am aware that the Building Inspector and Fire Inspector are seeking to re-inspect the premises in the first two weeks of August. This letter is to inform you that if the corrections have not been made at the time, the city will ask that the Fire Inspector to issue any and all citations available to her and in addition, the city will issue an Administrative Citation as permitted by city code.

These issues came to your attention on January 5th, the fact that they have not been addressed by now is unacceptable and the city will use all means available to bring your property into compliance with all relevant codes.

Sincerely,

Gus Karpas
Zoning Coordinator

Cc: File
Mayor Kind and City Councilmembers
Don Dudycha, Building Inspector
Kellie Murphy-Ringate, EFD
City Attorney Mark Kelly



State Supreme Court Narrowly Interprets Variance Authority

The court ruling holds cities to a much stricter standard, which considerably limits variance opportunities.

(Published Jul 21, 2010)

The Minnesota Supreme Court recently issued a decision that changed the longstanding interpretation of the statutory standard for granting zoning variances.

In the case of *Krummenacher v. City of Minnetonka*, the Supreme Court narrowly interpreted the definition of “undue hardship” and held that the “reasonable use” prong of the “undue hardship” test is not whether the proposed use is reasonable, but rather whether there is reasonable use in the absence of the variance. This is a much stricter standard, which considerably limits variance opportunities.

The decision

The City of Minnetonka issued a variance to a residential property owner permitting the expansion of a legal, non-conforming garage. The city, relying on a 1989 Court of Appeals decision, concluded that the grant of the variance was reasonable. The city’s decision was challenged by an adjacent property owner. Both the District Court and the Minnesota Court of Appeals agreed that the city’s decision was appropriate. On June 24 the Minnesota Supreme Court reversed the Court of Appeals and found the city’s decision impermissible.

The Supreme Court examined the statutory definition of “undue hardship” in *Minnesota Statutes, section 462.357* ([Link to: https://www.revisor.mn.gov/statutes/?id=462.357](https://www.revisor.mn.gov/statutes/?id=462.357)), and concluded that city authority to issue a variance is limited to those very rare cases where the property cannot be put to “a reasonable use” without the variance. This establishes a high threshold for both the city and the property owner when considering variance requests.

The Supreme Court reviewed the parallel county authority that allows for a variance in situations of “practical difficulties” or “hardship.” The Supreme Court found that the city authority was more limited because it did not contain the “practical difficulties” provision. The court explicitly recognized that it was changing a longstanding standard that cities have relied on in considering variance requests. In particular, the court specifically rejected a 1989 Court of Appeals interpretation of the phrase “undue hardship,” which allowed for the grant of a variance in circumstances where the “property owner would like to use the property in a reasonable manner that is prohibited by the ordinance.”

The Supreme Court stated that “unless and until the Legislature takes action to provide a more flexible variance standard for municipalities, we are constrained by the language of the statute to hold that a municipality does not have the authority to grant a variance unless the applicant can show that her property cannot be put to a reasonable use without the variance.”

Impact of the decision

Because of the far-reaching nature of the decision, there are probably at least four responses that cities

should think about—at least until a legislative correction can be achieved:

- The city should re-evaluate the criteria that it has historically used in deciding whether or not to grant a variance. The Supreme Court’s decision limits a city’s discretion. The ruling limits the authority to circumstances where the property owner can demonstrate that there is not a reasonable use of the property absent the variance grant.
- In circumstances where the city council believes the grant of a variance is appropriate, the city should take great care to make detailed finding describing why the grant of the variance is necessary to provide the property owner with a reasonable use of his or her property. What constitutes a reasonable use of property is not defined and may differ depending on the unique circumstances of the property and attributes of various communities.
- If a city routinely grants variances, this may be an indicator that it may want to re-examine its zoning code to ensure that standards, setbacks, uses, and other requirements are consistent with the city council’s current vision for the community. In short, the court’s decision should act as an encouragement to cities to review their land use practices.
- Cities may want to build greater flexibility into their existing conditional use permit, planned unit development, and setback regulations to explicitly afford greater latitude to allow “variance-like” approvals under the zoning code. For instance, a city might establish alternative setback requirements to allow for construction that is consistent with neighborhood attributes.

Legislative action

The restrictive court decision has caused a number of League members to call for a legislative response. The decision, its impact, and a possible legislative response will be discussed in the League’s Improving Service Delivery Policy Committee this summer. It is anticipated that the League will support a legislative change to provide cities with greater flexibility—perhaps something similar to the county authority.

Read the current issue of the Cities Bulletin (*Link to: <http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp>*)

Your LMC Resource

Contact Tom Grundhoefer General Counsel
(651) 281-1266 or (800) 925-1122
tgrundho@lmc.org (*Link to: <mailto:tgrundho@lmc.org>*)

Subject: Second Quarter Southshore Center**Date:** Tuesday, July 13, 2010 3:59 PM**From:** Brian Heck City of Shorewood <bheck@ci.shorewood.mn.us>**To:** Kristi Luger City of Excelsior kluger@ci.excelsior.mn.us, Joe Kohlmann jkohlmann@cityoftonkabay.net, Dana Young City of Deephaven danayoung@mchsi.com, Debra Kind d.kind@mchsi.com**Cc:** commrecresources@mchsi.com, Chris Lizee chrislizee@gmail.com, Jeff Bailey oldbail@mchsi.com, Jeff Bailey Jeff.bailey@target.com, Laura Turgeon lrturgeon@visi.com, Dick Woodruff dick.woodruff@yahoo.com, Scott Zerby scott@zerby.com

All,

Attached you will find the second quarter Southshore Center information. We remain ahead of initial projections, however; we are still running a deficit of just over \$7,000.

If you have questions, please feel free to contact me.

Brian W. Heck - ICMA - CM
City Administrator
City of Shorewood
5575 Country Club Road
Shorewood, MN 55331
Office - 952-960-7905
Mobile - 952-463-5836

Summary Information as of June 30, 2010

Income	Actual		
	Projected 2010	To-date 2010	Variance
General Rental	\$ 16,165	\$ 22,651	\$ 6,486
Miscellaneous	\$ 3,700	\$ 7,593	\$ 3,893
Total	\$ 19,865	\$ 30,244	\$ 10,379
Expenses			
Personnel	\$ 4,200	\$ 8,180	
Materials and Supplies	\$ 3,700	\$ 466	\$ (3,234)
Support Services and Charges	\$ 31,275	\$ 28,729	\$ (2,546)
Capital Outlay	\$ -	\$ -	\$ -
Total	\$ 39,175	\$ 37,375	\$ (1,801)
Difference	\$ (19,310)	\$ (7,131)	\$ 12,179

Note: 2009 income and expense data sketchy at best as Shorewood was not participating in the operations.

Note: March includes City Hall staff time with SSCC Activities

	1st Q 2010 Projection	1st Q 2010 Actual	2nd Q 2010 Projection	2nd Q 2010 Actual	3rd Q 2010 Projection	3rd Q 2010 Actual	4th Q 2010 Projection	4th Q 2010 Actual
	Income	\$ 7,545	\$ 14,018	\$ 12,320	\$ 16,266	\$ 15,772	\$ -	\$ 12,000
Total	\$ 7,545	\$ 14,018	\$ 12,320	\$ 16,266	\$ 15,772	\$ -	\$ 12,000	\$ -
Expenses								
Personnel	\$ -	\$ 2,230	\$ 4,200	\$ 5,950	\$ 6,300	\$ -	\$ 6,300	\$ -
Materials and Supplies	\$ 3,150	\$ 467	\$ 1,500	\$ -	\$ 1,500	\$ -	\$ 1,500	\$ -
Support Services and Charges	\$ 15,250	\$ 14,522	\$ 16,500	\$ 14,207	\$ 16,500	\$ -	\$ 16,500	\$ -
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 18,400	\$ 17,219	\$ 22,200	\$ 20,157	\$ 24,300	\$ -	\$ 24,300	\$ -
Difference	\$ (10,855)	\$ (3,201)	\$ (9,880)	\$ (3,891)	\$ (8,528)	\$ -	\$ (12,300)	\$ -

Subject: Lake Minnetonka Conservation District

Date: Friday, July 9, 2010 9:12 AM

From: Senator Gen Olson <sen.gen.olson@senate.mn>

To: Senator Gen Olson sen.gen.olson@senate.mn

To: Mayors and City Council Members of cities bordering Lake Minnetonka

In case your representative to the Lake Minnetonka Conservation District (LMCD) has not shared my communication to them regarding the functioning and future of the LMCD, I am attaching it below.

I have discussed this topic at an end-of-session meeting with mayors that was initiated by Hennepin County Commissioner Jan Callison and also at several meetings requested by organizations involved in or affected by Lake Minnetonka governance and interests. In the weeks and months ahead, I would like to meet with each of the affected city councils or a representative group of your members to gain a broad perspective on the implications and/or need for changes in the way issues involving this public resource are managed.

Please let me know what arrangements for such a meeting would best fit your schedules.

I hope you are having opportunities to enjoy our summer. It is going altogether too fast. Best wishes and thanks for your service to our communities!

Gen Olson
State Senator

May 28, 2010

LMCD Board of Directors and Executive Director:

Much attention by the press has been given to the late session shenanigan of Environment and Natural Resources Committee Chair Sen. Satveer Chaudhary, with the omnibus game and fish (with other subjects rolled in) bill. Another of his actions has drawn little notice.

The day before adjournment sine die, he introduced a bill to abolish the Lake Minnetonka Conservation District (LMCD) and the White Bear Lake Conservation District. There being only two such entities, why not take both of them out even though his target is the LMCD? I know you are already aware of this from the Vadnais Heights Press article earlier this week.

As no action was possible this session, its introduction had other purposes. Whether the voters of SD 50 return him to office next January to carry out this mission is uncertain.

Meanwhile, I am requesting an opportunity to discuss this issue with you at an upcoming meeting, hopefully sooner rather than later, to give you “the rest of the story” and to discuss some of the broader issues surrounding the governance of the lake which are being brought up to me with great frequency and a fair degree of discontent.

My hope is that representatives of the broad array of interests in Lake Minnetonka can come together around a common goal of improving the efficiency and effectiveness of managing lake use in a manner that protects this valuable asset for the benefit of all those who use and enjoy it.

I look forward to your response.

Sincerely,

Gen Olson
State Senator