

# AGENDA

## Greenwood City Council Meeting

Wednesday, September 3, 2014  
20225 Cottagewood Road, Deephaven, MN 55331



### Worksession

*In accordance with open meeting laws, the worksession is open for public viewing, but there will be no opportunity for public participation.*

- 6:00pm 1. CALL TO ORDER ~ ROLL CALL ~ APPROVE AGENDA
- 6:00pm 2. DISCUSS 2015 BUDGET & FEES
- 6:50pm 3. ADJOURNMENT

### Regular Meeting

*The public is invited to speak to items on the regular agenda. The public may speak regarding other items during Matters from the Floor.*

- 7:00pm 1. CALL TO ORDER ~ ROLL CALL ~ APPROVE AGENDA
- 7:00pm 2. CONSENT AGENDA  
*Council members may remove consent agenda items for discussion. Removed items will be put under Other Business.*
  - A. Approve: 08-06-14 City Council Meeting Worksession Minutes
  - B. Approve: 08-06-14 City Council Meeting Minutes
  - C. Approve: July Cash Summary Report
  - D. Approve: August Verifields, Check Register, Electronic Fund Transfers
  - E. Approve: September Payroll Register
  - F. Approve: Insurance Liability Waiver Form
  - G. Approve 2nd Reading: Ordinance 238, Amending Section 1125.05 (*Swimming Pools in R-2 District*)
- 7:05pm 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 3 minutes.*
- 7:10pm 4. PRESENTATIONS, REPORTS, GUESTS & ANNOUNCEMENTS
  - A. City Engineer Dave Martini: Discuss "Inflow & Infiltration" Proposal
  - B. Announcement: Cub Food Dash, Tuesday 10-07-14, 10am
- 7:30pm 5. PUBLIC HEARINGS
  - A. Public Hearing re: Potential St. Alban's Bay Lake Improvement District
- 7:35pm 6. UNFINISHED BUSINESS
  - A. Consider: St. Alban's Bay Lake Improvement District Cooperative Agreement and Resolution of Intent (*Resolution 26-14*)
  - B. 2nd Reading: Ordinance 239, Amending Section 1140.40 (*Sign Regulations*)
- 7:55pm 7. NEW BUSINESS
  - A. Consider: Resolution 24-14, Building Permit Extension for 5100 Greenwood Circle
  - B. Consider: Excelsior Fire District 2015 Budget
  - C. Consider: Resolution 25-14, Approving 2015 Preliminary Tax Levy
  - D. 1st Reading: Ordinance 240 Updating Chapter 5 Fee Schedule
  - E. Consider: Lake Mtkka Comm Commission 2015 Budget and Joint Powers Agreement
  - F. Consider: Potential Policy Change for City Certificates of Deposit
- 8:45pm 8. OTHER BUSINESS
  - A. None
- 8:45pm 9. COUNCIL REPORTS
  - A. Cook: Planning Commission, Greenwood Circle Xcel Projects
  - B. Fletcher: Lake Minnetonka Communications Commission, Fire
  - C. Kind: Police, Administration, Mayors' Meetings, Website
  - D. Quam: Roads & Sewer, Minnetonka Community Education, St. Alban's Bay Bridge
  - E. Roy: Lake Minnetonka Conservation District
- 9:00pm 10. ADJOURNMENT



# Worksession

Agenda Date: 09-03-14

*Prepared by Deb Kind*

## **Agenda Item:** 2015 Budget & Fees

**Summary:** At the 08-06-14 worksession, the council discussed and revised the budget. Since that meeting, proposed Excelsior Fire District budget numbers have been plugged into the document. The council will review the latest draft of the budget at the 09-03-14 worksession prior to the regular council meeting. Changes to the budget may be made at the worksession. Official action on the budget will be made during the regular agenda at the 09-03-14 council meeting. Note: The "preliminary" budget must be approved at the 09-03-14 council meeting, so the tax levy amount may be reported to the county by the 09-30-14 deadline. Once the preliminary tax levy amount has been reported to the county, the amount may be reduced, but it may not be increased. The "final" budget and tax levy will be approved at the 12-03-14 council meeting.

Also attached is the draft ordinance with revisions to the chapter 5 fee schedule that includes changes discussed by the council at the 08-06-14 worksession. Changes may be made at the 09-03-14 worksession. Official action regarding the 1st reading of the ordinance will be made during the regular agenda at the 09-03-14 council meeting. The 2nd reading will be at the 10-01-14 council meeting.

**Council Action:** No council action may be taken during a worksession.

## 2014 CERTIFIED CITY LEVY PER PERSON

Hennepin County Lake Minnetonka Cities

	2014 Final Certified Levy	2013 Population	2014 Certified Levy Per Person
<b>Minnetonka Beach</b>	\$836,808	555	\$1,508
<b>Wayzata</b>	\$4,302,376	4136	\$1,040
<b>Greenwood</b>	\$643,874	693	\$929
<b>Woodland</b>	\$337,327	451	\$748
<b>Tonka Bay</b>	\$1,048,566	1492	\$703
<b>Shorewood</b>	\$4,858,585	7524	\$646
<b>Minnetonka</b>	\$31,878,598	50841	\$627
<b>Orono</b>	\$4,701,760	7611	\$618
<b>Excelsior</b>	\$1,351,808	2284	\$592
<b>Spring Park</b>	\$980,000	1676	\$585
<b>Mound</b>	\$5,448,864	9421	\$578
<b>Minnetrista</b>	\$3,878,323	6796	\$571
<b>Deephaven</b>	\$1,977,235	3677	\$538

*Certified Levy Source: [www.co.hennepin.mn.us](http://www.co.hennepin.mn.us), Taxing District Information*

*Population Source: [www.metrocouncil.org](http://www.metrocouncil.org), Data & Maps, Download Data, Population and Household Estimates*

Updated 07-26-14

# 2015 Greenwood PRELIMINARY Budget

		2013 Actual	2013 Budget	2014 YTD 6/30	2014 Budget	2015 Budget	% Change	% Total Budget
<b>GENERAL FUND REVENUE</b>								
1	<b>TAXES</b>							
2	101-31010 General Property Tax	621,465	644,668	16,150	643,874	643,567	-0.05%	
3	101-31020 General Property Tax - Delinquent	10,995	0	1,524	0	0	#DIV/0!	
4	101-31040 Fiscal Disparities	3,237	0	75	0	0	#DIV/0!	
5	101-31800 Surcharge Revenue	101	0	40	0	0	#DIV/0!	
6	101-31910 Penalties	12	0	0	0	0	#DIV/0!	
7		<b>635,810</b>	<b>644,668</b>	<b>17,789</b>	<b>643,874</b>	<b>643,567</b>	<b>-0.05%</b>	<b>84.06%</b>
8	<b>LICENSES &amp; PERMITS</b>							
9	101-32110 Liquor & Cigarette Licenses	15,217	3,000	0	10,050	10,050	0.00%	
10	101-32180 Other Business Licenses / Permits (Rental, Peddler, Commercial Marina, Trash, Tree Contractors)	4,165	2,000	550	4,500	4,000	-11.11%	
11	101-32210 Building Permits	47,749	36,000	20,195	30,000	36,000	20.00%	
12	101-32211 Electric Permits	8,017	11,000	5,302	2,000	5,000	150.00%	
13	101-32240 Animal Licenses	475	950	120	450	450	0.00%	
14		<b>75,623</b>	<b>52,950</b>	<b>26,167</b>	<b>47,000</b>	<b>55,500</b>	<b>18.09%</b>	<b>7.25%</b>
15	<b>INTERGOVERNMENT REVENUE</b>							
16	101-33402 Homestead Credit (Market Value Credit)	0	0	0	0	0	#DIV/0!	
17	101-33423 Other Grants / Aids (Recycle Grant, Etc.)	2,606	0	18,985	0	0	#DIV/0!	
18	101-33610 County Aid to Municipalities (CAM Road Aid)	1,800	0	0	0	0	#DIV/0!	
19	101-33630 Local Government Aid (LGA)	0	0	0	0	0	#DIV/0!	
20		<b>4,406</b>	<b>0</b>	<b>18,985</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>	<b>0.00%</b>
21	<b>PUBLIC CHARGES FOR SERVICES</b>							
22	101-34103 Zoning & Subdivisions (Variances, Conditional Use Permits, Etc.)	6,652	1,000	2,800	4,000	5,000	25.00%	
23	101-34207 False Alarm Fee	0	75	0	75	75	0.00%	
24	101-34304 Load Limit Fees	12,475	2,500	1,611	6,000	4,000	-33.33%	
25	101-34409 Recycling Fees	19,579	19,000	9,573	19,000	19,500	2.63%	
26		<b>38,706</b>	<b>22,575</b>	<b>13,983</b>	<b>29,075</b>	<b>28,575</b>	<b>-1.72%</b>	<b>3.73%</b>
27	<b>FINES, FORFEITURES &amp; PENALTIES</b>							
28	101-35101 Court Fines	7,312	4,500	2,804	6,000	5,600	-6.67%	0.73%
29								
30	<b>MISC. INCOME</b>							
31	101-36102 Investment Income	2,867	3,500	2,308	2,200	4,000	81.82%	
32	101-36230 Photocopy Revenue, Donations, Refunds, Parking Permit Revenue, Workshop Revenue, Etc.	15,492	0	0	0	0	#DIV/0!	
33		<b>18,359</b>	<b>3,500</b>	<b>2,308</b>	<b>2,200</b>	<b>4,000</b>	<b>81.82%</b>	<b>0.52%</b>
34	<b>OTHER FINANCING SOURCES</b>							
35	101-39201 Interfund Operating Transfer: From Marina Fund	3,086	12,500	0	12,500	12,500	0.00%	
36	101-39200 Administration Expense Reimbursement: 10% of Marina Revenue	12,500	3,086	0	3,346	3,470	3.71%	
37	101-39202 Administrative Expense Reimbursement: 10% of Sewer Revenue	10,866	10,866	0	10,866	10,090	-7.14%	
38	101-39203 Administrative Expense Reimbursement: 10% of Stormwater Revenue	1,625	1,625	0	1,625	2,302	41.67%	
39		<b>28,077</b>	<b>28,077</b>	<b>0</b>	<b>28,337</b>	<b>28,362</b>	<b>0.09%</b>	<b>3.70%</b>
40								
41	<b>Total Revenue</b>	<b>789,934</b>	<b>756,270</b>	<b>79,728</b>	<b>756,486</b>	<b>765,604</b>	<b>1.21%</b>	

# 2015 Greenwood PRELIMINARY Budget

		2013 Actual	2013 Budget	2014 YTD 6/30	2014 Budget	2015 Budget	% Change	% Total Budget
<b>GENERAL FUND EXPENSES</b>								
42	<b>COUNCIL &amp; PLANNING COMMISSION</b>							
43	101-41100-103	13,200	13,200	6,600	13,200	13,200	0.00%	
44	101-41100-122	818	818	409	818	818	0.00%	
45	101-41100-123	191	191	96	191	191	0.00%	
46	101-41100-371	2,386	1,200	0	1,200	1,200	0.00%	
47	101-41100-372	0	100	84	100	100	0.00%	
48	101-41100-433	30	150	0	150	150	0.00%	
49		<b>16,626</b>	<b>15,660</b>	<b>7,188</b>	<b>15,660</b>	<b>15,660</b>	<b>0.00%</b>	<b>2.05%</b>
50	<b>ELECTIONS</b>							
51	101-41200-103	0	0	0	1,900	0	-100.00%	
52	101-41200-214	31	0	0	160	50	-68.75%	
53	101-41200-319	534	0	0	535	550	2.80%	
54	101-41200-372	0	0	0	650	0	-100.00%	
55	101-41200-439	0	0	0	650	0	-100.00%	
56		<b>565</b>	<b>0</b>	<b>0</b>	<b>3,895</b>	<b>600</b>	<b>-84.60%</b>	<b>0.08%</b>
57	<b>ADMINISTRATION</b>							
58	101-41400-201	0	150	0	150	150	0.00%	
59	101-41400-202	1,209	500	975	1,400	1,800	28.57%	
60	101-41400-204	1,239	500	849	800	1,000	25.00%	
61	101-41400-309	415	500	440	450	450	0.00%	
62	101-41400-310	34,195	36,665	19,599	37,793	35,714	-5.50%	
63	101-41400-311	5,972	6,500	2,980	5,849	5,849	0.00%	
64	101-41400-313	1,988	1,940	1,016	1,970	1,990	1.02%	
65	101-41400-321	0	450	0	150	150	0.00%	
66	101-41400-322	820	800	231	800	800	0.00%	
67	101-41400-351	759	1,000	186	1,000	800	-20.00%	
68	101-41400-372	0	0	0	0	0	#DIV/0!	
69	101-41400-411	2,024	903	0	0	0	#DIV/0!	
70	101-41400-439	495	300	526	725	725	0.00%	
71		<b>49,116</b>	<b>50,208</b>	<b>26,803</b>	<b>51,087</b>	<b>49,428</b>	<b>-3.25%</b>	<b>6.46%</b>
72	<b>ASSESSOR</b>							
73	101-41500-309	14,000	14,000	7,500	15,000	17,000	13.33%	
74	101-41500-439	75	100	124	100	125	25.00%	
75		<b>14,075</b>	<b>14,100</b>	<b>7,624</b>	<b>15,100</b>	<b>17,125</b>	<b>13.41%</b>	<b>2.24%</b>
76	<b>LEGAL SERVICES</b>							
77	101-41600-304	8,073	12,000	7,502	12,000	12,000	0.00%	
78	101-41600-308	3,393	4,000	805	4,000	4,000	0.00%	
79		<b>11,466</b>	<b>16,000</b>	<b>8,307</b>	<b>16,000</b>	<b>16,000</b>	<b>0.00%</b>	<b>2.09%</b>

# 2015 Greenwood PRELIMINARY Budget

		2013 Actual	2013 Budget	2014 YTD 6/30	2014 Budget	2015 Budget	% Change	% Total Budget
80	<b>AUDITING</b>							
81	101-41700-301 Auditing (2014: \$9480, 2015: \$9570)	10,717	10,130	9,450	9,480	9,570	0.95%	
82		<b>10,717</b>	<b>10,130</b>	<b>9,450</b>	<b>9,480</b>	<b>9,570</b>	<b>0.95%</b>	<b>1.25%</b>
83	<b>GENERAL GOVERNMENT TOTAL</b>	<b>102,564</b>	<b>106,098</b>	<b>59,373</b>	<b>111,222</b>	<b>108,383</b>	<b>-2.55%</b>	<b>14.16%</b>
84								
85	<b>LAW ENFORCEMENT</b>							
86	101-42100-310 Law Enforcement - Contract (\$187,037 for operations paid monthly, \$600 for July 4th)	177,053	177,053	91,107	182,215	187,637	2.98%	
87	101-42100-311 Police Side Lease - Facilities (Quarterly)	47,296	47,294	22,814	45,629	46,319	1.51%	
88	101-42100-439 Police Safety - Other (Jail, Court Overtime, Etc.)	1,132	1,000	448	1,000	1,000	0.00%	
89		<b>225,481</b>	<b>225,347</b>	<b>114,370</b>	<b>228,844</b>	<b>234,956</b>	<b>2.67%</b>	<b>30.69%</b>
90	<b>FIRE</b>							
91	101-42200-309 Fire Protection - Operations (Quarterly)	64,856	64,856	35,259	70,517	65,981	-6.43%	
92	101-42200-311 Fire Side Lease - Facilities (Quarterly)	58,092	58,092	30,186	60,371	60,371	0.00%	
93		<b>122,948</b>	<b>122,948</b>	<b>65,444</b>	<b>130,888</b>	<b>126,352</b>	<b>-3.47%</b>	<b>16.50%</b>
94	<b>PUBLIC SAFETY TOTAL</b>	<b>348,429</b>	<b>348,295</b>	<b>179,814</b>	<b>359,732</b>	<b>361,308</b>	<b>0.44%</b>	<b>47.19%</b>
95								
96	<b>ZONING</b>							
97	101-42400-308 Zoning Administration	2,867	4,000	2,163	3,327	3,500	5.20%	
98	101-42400-309 Public Notices	1,794	1,700	1,435	850	1,700	100.00%	
99	101-42400-310 Building Inspections (69% of Building & Electrical Permits)	32,788	39,000	11,280	22,080	28,290	28.13%	
100	101-42400-438 Misc. (County Recording Fees, State Bldg. Surcharge, etc.)	0	200	0	200	200	0.00%	
101	<b>ZONING TOTAL</b>	<b>37,449</b>	<b>44,900</b>	<b>14,878</b>	<b>26,457</b>	<b>33,690</b>	<b>27.34%</b>	<b>4.40%</b>
102								
103	<b>ENGINEERING</b>							
104	101-42600-303 Engineering Fees - Misc.	3,828	1,000	352	1,400	2,500	78.57%	
105		<b>3,828</b>	<b>1,000</b>	<b>352</b>	<b>1,400</b>	<b>2,500</b>	<b>78.57%</b>	<b>0.33%</b>
106	<b>UTILITIES &amp; ROADS</b>							
107	101-43100-381 S&R - Utility Services - Elec (Includes Siren Electric)	5,479	4,600	2,206	4,750	5,500	15.79%	
108	101-43100-409 Other - Road Repair & Maintenance (Public Works Repairs)	5,506	5,000	960	5,000	5,000	0.00%	
109		<b>10,985</b>	<b>9,600</b>	<b>3,166</b>	<b>9,750</b>	<b>10,500</b>	<b>7.69%</b>	<b>1.37%</b>
110	<b>MAJOR ROAD IMPROVEMENTS</b>							
111	101-43200-229 Major Road Improvements - Construction	106,696	110,000	0	110,000	75,000	-31.82%	
111	101-43200-303 Major Road Improvements - Engineering	28,386	20,000	4,900	20,000	15,000	-25.00%	
112	101-43200-___ Major Road Improvements - Transfer to Road Improvement Fund	0	0	0	0	44,000	#DIV/0!	
113		<b>135,081</b>	<b>130,000</b>	<b>4,900</b>	<b>130,000</b>	<b>134,000</b>	<b>3.08%</b>	<b>17.50%</b>

# 2015 Greenwood PRELIMINARY Budget

		2013 Actual	2013 Budget	2014 YTD 6/30	2014 Budget	2015 Budget	% Change	% Total Budget
114	<b>PUBLIC WORKS</b>							
115	101-43900-226 Signs (2012-2018: Retroreflectivity Project)	10,826	11,000	942	11,000	5,000	-54.55%	
116	101-43900-312 Snow Plowing	10,587	16,000	18,223	16,000	16,000	0.00%	
117	101-43900-313 Trees, Weeds, Mowing	8,241	20,000	2,809	20,000	10,000	-50.00%	
118	101-43900-314 Park & Tennis Court Maintenance	1,263	1,000	0	1,000	1,000	0.00%	
119	101-43900-315 Trail Snow Plowing (LRT and Tar Paths)	4,146	2,100	1,763	2,100	2,100	0.00%	
120		<b>35,063</b>	<b>50,100</b>	<b>23,738</b>	<b>50,100</b>	<b>34,100</b>	<b>-31.94%</b>	<b>4.45%</b>
121	<b>ROADS &amp; PUBLIC WORKS TOTAL</b>	<b>184,957</b>	<b>190,700</b>	<b>32,155</b>	<b>191,250</b>	<b>181,100</b>	<b>-5.31%</b>	<b>23.65%</b>
122								
123	<b>MISC. EXPENSES</b>							
124	101-49000-310 Recycling Contract	17,911	18,820	9,770	19,050	20,000	4.99%	
125	101-49000-311 Spring Clean-Up Day	2,307	2,900	2,253	2,500	2,500	0.00%	
126	101-49000-369 League of Minnesota Cities Insurance Trust / Liability & Property	4,119	3,000	0	2,500	4,000	60.00%	
127	101-49000-370 League of Minnesota Cities Insurance Trust / Workers Comp	54	110	138	110	140	27.27%	
128	101-49000-433 Misc. Expenses	95	0	0	0	100	#DIV/0!	
129	101-49000-434 Southshore Community Center	900	1,200	0	1,200	1,200	0.00%	
130	101-49000-435 League of Minnesota Cities	779	750	0	1,063	1,100	3.48%	
131	101-49000-436 Lake Minnetonka Conservation District	6,450	6,450	3,440	6,880	6,560	-4.65%	
132	101-49000-437 July 4th Fireworks & Parade (\$1000 Chamber of Commerce, \$100 parade, police costs come out of police budget in 2015)	1,442	1,500	1,000	1,500	1,100	-26.67%	
133	<b>MISC. TOTAL</b>	<b>34,057</b>	<b>34,730</b>	<b>16,601</b>	<b>34,803</b>	<b>36,700</b>	<b>5.45%</b>	<b>4.79%</b>
134								
135	<b>Subtotal</b>	<b>707,456</b>	<b>724,723</b>	<b>302,819</b>	<b>723,464</b>	<b>721,181</b>	<b>-0.32%</b>	
136								
137	<b>CONTINGENCY &amp; FUND TRANSFERS</b>							
138	101-49000-439 Contingency (2% of Subtotal)	308	11,547	0	13,022	14,424	10.76%	
139	101-49000-500 Transfer to Bridge Fund	20,000	20,000	0	20,000	30,000	50.00%	
140	<b>CONTINGENCY &amp; BRIDGE FUND TRANSFER TOTAL</b>	<b>20,308</b>	<b>31,547</b>	<b>0</b>	<b>33,022</b>	<b>44,424</b>	<b>34.53%</b>	<b>5.80%</b>
141								
142	<b>Total Expenses</b>	<b>727,765</b>	<b>756,270</b>	<b>302,819</b>	<b>756,486</b>	<b>765,604</b>	<b>1.21%</b>	
143								
144	<b>GENERAL FUND CASH BALANCE (Goal: 35%-50% of Total Expenses)</b>	<b>422,786</b>	<b>54% of Operating Budget</b>					
145								

# 2015 Greenwood PRELIMINARY Budget

		2013 Actual	2013 Budget	2014 YTD 6/30	2014 Budget	2015 Budget	% Change	% Total Budget	
146	<b>SEWER ENTERPRISE FUND</b> <i>This fund may be used for any city purpose. Goal: \$250,000.</i>								
147	602-34401	REVENUE: Sewer Use Charges (\$65 per quarter)	107,019	108,660		108,660	100,899	-7.14%	
148	602-34402	REVENUE: Late Charges & Penalties	800	0		0	0	#DIV/0!	
149	602-34403	REVENUE: Delinquent Sewer Payments Received	444	0		0	0	#DIV/0!	
150	602-34404	REVENUE: Delinquent Sewer Late Fees Received	20	0		0	0	#DIV/0!	
151	602-34408	REVENUE: Permit Fees	100	0		0	0	#DIV/0!	
152	602-38100	REVENUE: Grant Revenue	0	0		0	0	#DIV/0!	
153	602-37100	REVENUE: Excelsior Blvd. Watermain Project (Contributions for Study, Assessment Payments)	45,260	0		0	0	#DIV/0!	
154	602-36100	REVENUE: Special Assessments	2,351	0		0	0	#DIV/0!	
155	602-43200-303	EXPENSE: Engineering Sewer	15,573	4,000		7,500	10,000	33.33%	
156	602-43200-309	EXPENSE: Met Council and Excelsior	38,989	40,000		40,000	44,447	11.12%	
157	602-43200-310	EXPENSE: Public Works Sewer	4,762	3,700		3,700	3,700	0.00%	
158	602-43200-381	EXPENSE: Utility Services - Electric	2,377	2,500		2,500	2,500	0.00%	
159	602-43200-404	EXPENSE: Repair & Maintenance	8,358	7,000		7,000	7,000	0.00%	
160	602-43200-410	EXPENSE: Excelsior Blvd. Watermain Project (Construction, Engineering, Legal Costs, Etc.)	21,949	0		0	0	#DIV/0!	
161	602-43200-439	EXPENSE: Misc. (Gopher State One Call, Forms, Printing, Insurance, etc.)	850	2,000		2,000	2,000	0.00%	
162	602-43200-530	EXPENSE: Capital Outlay (I&I Projects)	0	50,000		0	25,000	#DIV/0!	
163	602-43200-720	ADMINISTRATIVE EXPENSE: To General Fund (10% of budgeted sewer revenue for adm. costs)	10,866	10,866		10,866	10,090	-7.14%	
164		<b>Net Total</b>	<b>52,270</b>	<b>-11,406</b>		<b>35,094</b>	<b>-3,838</b>	<b>-110.94%</b>	
165	<b>SEWER ENTERPRISE FUND CASH BALANCE</b>		<b>446,226</b>						
166									
167	<b>STORMWATER SPECIAL REVENUE FUND</b> <i>This fund may be used for any city purpose.</i>								
168	502-34401	REVENUE: Stormwater Use Charges (\$17 per quarter)	16,148	16,250		16,250	23,021	41.67%	
169	502-34403	REVENUE: Delinquent Stormwater Payments Received	0	0		0	0	#DIV/0!	
170	502-34404	REVENUE: Delinquent Stormwater Late Fees Received	0	0		0	0	#DIV/0!	
171	502-43200-303	EXPENSE: Engineering Stormwater	9,848	4,000		6,700	6,700	0.00%	
172	502-43200-310	EXPENSE: Public Works Stormwater	0	500		0	0	#DIV/0!	
173	502-43200-319	EXPENSE: Equipment and Maintenance	0	500		0	0	#DIV/0!	
174	502-43200-409	EXPENSE: Street Sweeping	2,236	3,000		3,000	3,000	0.00%	
175	502-43200-439	EXPENSE: Misc. (EPA Fee, Etc.)	214	250		250	250	0.00%	
176	502-43200-720	ADMINISTRATIVE EXPENSE: To General Fund (10% of budgeted stormwater rev. for adm. costs)	1,625	1,625		1,625	2,302	41.67%	
177		<b>Net Total</b>	<b>2,226</b>	<b>6,375</b>		<b>4,675</b>	<b>10,769</b>	<b>130.35%</b>	
178	<b>STORMWATER SPECIAL REVENUE FUND CASH BALANCE</b>		<b>13,764</b>						
179									

# 2015 Greenwood PRELIMINARY Budget

		2013 Actual	2013 Budget	2014 YTD 6/30	2014 Budget	2015 Budget	% Change	% Total Budget	
180	<b>PARK SPECIAL REVENUE FUND</b> <i>This is a dedicated fund for park "acquisitions" only. Cannot be used for maintenance.</i>								
181	401-36230	REVENUE: Park Dedication Fees	0	0	0	0	#DIV/0!		
182	401-45000-000	EXPENSE: Park Improvements	0	0	0	0	#DIV/0!		
183		<b>Net Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>		
184		<b>PARK FUND CASH BALANCE</b>	<b>27,055</b>						
185									
186	<b>MARINA ENTERPRISE FUND</b> <i>This fund may be used for any city purpose. Goal: \$55,000 Tonka Dock; \$65,000 Permanent Dock; \$120,000 Floating Dock.</i>								
187	605-36201	REVENUE: Slip Fees (\$1300 x 26 boats, \$300 x 2 sailboats, \$50 x 6 canoes)	0	30,860		33,460	34,700	3.71%	
188	605-45100-309	EXPENSE: Professional Services (Dock In and Out)	0	4,000		5,150	5,150	0.00%	
189	605-45100-310	EXPENSE: Public Works	0	300		2,000	2,000	0.00%	
190	605-45100-439	EXPENSE: Misc. (LMCD Multi-Dock License \$350, Milfoil \$5000, Insurance \$873)	0	6,223		6,223	6,223	0.00%	
191	605-45100-590	EXPENSE: Capital Outlay	0	0		0	0	#DIV/0!	
192	605-49300-720	OPERATING TRANSFER: To General Fund	0	12,500		12,500	12,500	0.00%	
193	605-49300-721	ADMINISTRATIVE EXPENSE: To General Fund (10% of budgeted marina revenue for adm. costs)	0	3,086		3,346	3,470	3.71%	
194		<b>Net Total</b>	<b>0</b>	<b>4,751</b>		<b>4,241</b>	<b>5,357</b>	<b>26.31%</b>	
195		<b>MARINA ENTERPRISE FUND CASH BALANCE</b>	<b>40,735</b>						
196									
197	<b>BRIDGE CAPITAL PROJECT FUND</b> <i>This fund was created in 2010. The funds may be used for any city purpose. Goal: \$200,000</i>								
198	403-39200	REVENUE: Transfer from General Fund	20,000	20,000		20,000	30,000	50.00%	
199	403-45100-303	EXPENSE: Engineering	0	2,000		2,000	2,000	0.00%	
200	403-45100-304	EXPENSE: Legal Services	0	2,000		2,000	2,000	0.00%	
201	403-45100-530	EXPENSE: Capital Outlay	0	0		0	0	#DIV/0!	
202		<b>Net Total</b>	<b>20,000</b>	<b>16,000</b>		<b>16,000</b>	<b>26,000</b>	<b>62.50%</b>	
203		<b>BRIDGE CAPITAL PROJECT FUND CASH BALANCE</b>	<b>98,613</b>						
204									
205	<b>SPECIAL PROJECT FUND</b> <i>This fund was created in 2013 for the Greenwood Circle Xcel Project. The fund may be used for other special projects in the future.</i>								
206	301-36102	REVENUE: Greenwood Circle Xcel Project	36,900	36,900		0	0	#DIV/0!	
207	301-47000-602	EXPENSE: Greenwood Circle Xcel Project	0	0		0	0	#DIV/0!	
208		<b>Net Total</b>	<b>36,900</b>	<b>36,900</b>		<b>0</b>	<b>0</b>	<b>#DIV/0!</b>	
209		<b>SPECIAL PROJECT FUND CASH BALANCE</b>	<b>36,900</b>						
210									
211	<b>ROAD IMPROVEMENT FUND</b> <i>This fund was created in 2014. The funds may be used for any city purpose. Goal: \$_____ for Minnetonka Blvd rehabilitation project.</i>								
212	404-36230	REVENUE: Transfer from General Fund	0	0		0	40,000	#DIV/0!	
212	404-45100-100	EXPENSE: Capital Outlay	0	0		0	0	#DIV/0!	
213	404-45100-303	EXPENSE: Engineering Expenses	0	0		0	0	#DIV/0!	
214		<b>Net Total</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>40,000</b>	<b>#DIV/0!</b>	
215		<b>ROAD IMPROVEMENT FUND CASH BALANCE</b>	<b>0</b>						
216									
217		<b>Total Cash Balance (2013 audit of all funds combined)</b>	<b>1,086,079</b>						

ORDINANCE NO. 240

**AN ORDINANCE OF THE CITY OF GREENWOOD, MINNESOTA  
AMENDING GREENWOOD ORDINANCE CODE CHAPTER 5 FEES**

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

SECTION 1.

The Greenwood ordinance code section 510 fee schedule is amended to add and revise the following fees:

“

Docks: Municipal St. Alban's Bay Dock Permit	425.30 (5)	<del>\$1250</del> <u>\$1300</u>	Per slip, per season
Photocopies: <u>Black &amp; White</u>	125.00	\$0.25	Per copy
Photocopies: <u>Color</u>	<u>125.00</u>	<u>\$1.00</u>	<u>Per copy</u>
Sewer Rates: Residential	520.10	<del>\$70</del> <u>\$65</u> per residential sanitary service unit	Quarterly
Sewer Rates: Commercial	520.10	<del>\$70</del> <u>\$65</u> per commercial sanitary service unit	Quarterly
Stormwater Management Utility Fee: Residential	525.00	<del>\$12</del> <u>\$17</u>	Quarterly

”

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 \_\_\_\_\_, 2014.

\_\_\_ AYES \_\_\_ NAYS

CITY OF GREENWOOD

By: \_\_\_\_\_  
Debra J. Kind, Mayor

Attest: \_\_\_\_\_  
Gus E. Karpas, City Clerk

First reading: \_\_\_\_\_, 2014  
Second reading: \_\_\_\_\_, 2014  
Publication: \_\_\_\_\_, 2014



**Agenda Item:** Consent Agenda

**Summary:** The consent agenda typically includes the most recent council minutes, cash summary report, verified report, electronic fund transfers, and check registers. The consent agenda also may include the 2nd reading of ordinances that were approved unanimously by the council at the 1st reading. Council members may remove consent agenda items for further discussion. Removed items will be placed under Other Business on the agenda.

**Council Action:** Required. Possible motion ...

1. I move the council approves the consent agenda items as presented.

**Greenwood City Council  
Worksession Minutes**

6:00 pm, Tuesday, August 6, 2014  
Deephaven City Hall ~ 20225 Cottagewood Avenue ~ Deephaven, MN 55331

1. Call to Order/Roll Call/Approval Agenda

Mayor Kind called the meeting to order at 6:00 pm.

Council members present: Cook, Fletcher, Quam and Roy  
Others present: City Clerk Karpas

Cook moved to approve the agenda. Second by Quam. Motion carried 5-0.

2. Discuss 2015 Budget

Mayor Kind suggested the council go through the budget page by page and if any Councilmembers had a question they could reference the line item for discussion.

Councilmember Fletcher said he had no changes to the investment income on line 31, but suggested the Council may want to look at its investment strategy in the future. Quam asked why there was no money included in the office supplies budget on line 58. Mayor Kind said the cost of supplies is spread out amongst other areas. Fletcher said he would feel better if there was at least a small amount in that fund. The Council agreed and \$150 was placed in the fund.

Councilmember Quam asked if a portion of the \$150 included in line 65, Communications, could go towards paying the Mayor's cell expense. Mayor Kind said that would not be necessary. Quam asked about the legal services expenses in lines 77 and 78, noting there is no increase proposed. Mayor Kind said the actual amount for 2014 is substantially lower than the budgeted amount, so a change may not be necessary.

Councilmember Fletcher discussed prosecution services and it was agreed that research would be done on the current conviction rate versus other cities within SLMPD before considering moving forward with an RFP for a new prosecuting attorney.

Mayor Kind discussed Council salaries noting some cities tie them to the CPI by ordinance, so official action is not necessary on an annual basis. The Council was not interested in pursuing that type of budget/ordinance change.

Councilmember Quam expressed an interest in paying Planning Commission members. The Council did not feel that was appropriate.

Mayor Kind noted a new line item was created to specifically address the repair of Minnetonka Boulevard.

The Council discussed the contribution to the Southshore Center given the current uncertainty. The Council agreed to keep the contribution in the budget to keep options open if they wanted to make a voluntary contribution.

The Council briefly discussed the Enterprise funds.

Councilmember Cook discussed current issues related to increased flows from Greenwood into the Met Council's system which will lead to increase fees to the city. He said the cost to fix the problem will be substantial, though it would spread over a number of years. Councilmember

Quam asked if the city would qualify with for any grant funding. Cook said it would, but there may not be much out there. The Council will continue to monitor the situation.

The discussed the proposed fees for the upcoming year and agreed to make the following changes:

- Add color copy fee of \$1.00 per sheet
- Change the sewer fee to \$65 per quarter
- Change the stormwater fee to \$17 per quarter
- Change the municipal dock fee to \$1300.

### 3. Adjournment

Roy moved to adjourn. Second by Cook. Meeting adjourned at 6:55 pm.

Respectfully submitted  
Gus Karpas  
City Clerk

# MINUTES

## Greenwood City Council Meeting

Wednesday, August 6, 2014

20225 Cottagewood Road, Deephaven, MN 55331



### 1. CALL TO ORDER ~ ROLL CALL ~ APPROVE AGENDA

Mayor Kind called the meeting to order at 7pm.

Members Present: Mayor Kind; Councilmembers Bill Cook, Tom Fletcher, Bob Quam, and Rob Roy

Others Present: City Zoning Administrator / City Clerk Gus Karpas, City Attorney Mark Kelly

**Motion by Kind to approve the agenda with the addition of item 4E St. Alban's Bay Milfoil Treatment Announcement. Second by Cook. Motion passed 5-0.**

### 2. CONSENT AGENDA

A. Approve: 07-09-14 City Council Meeting Minutes

B. Approve: June Cash Summary Report

C. Approve: July Verifieds, Check Register, Electronic Fund Transfers

D. Approve: August Payroll Register

E. Approve: 2nd Reading Ordinance 237, Amending Section 110, Elections (*changing mayor's term from 2 years to 4 years beginning in 2016*)

**Motion by Kind to approve the consent agenda items as presented. Second by Quam. Motion passed 5-0.**

### 3. MATTERS FROM THE FLOOR

A. None.

### 4. PRESENTATIONS, REPORTS, GUESTS & ANNOUNCEMENTS

A. Guest: Fiona Sayer, Planning Commission Applicant, Res 17-14 Appointments & Assignments

**Motion by Fletcher to approve resolution 17-14 updating the city appointments and assignments for 2014 as presented. Second by Cook. Motion passed 5-0.**

B. Presentation: Chief Bryan Litsey, South Lake Minnetonka Police Department 2015 Budget

**Motion by Roy to approve the 2015 South Lake Minnetonka Police Department operating budget as presented. Second by Quam. Motion passed 5-0.**

**Motion by Cook to approve the plan to invoice the SLMPD cities for July 4th policing. The amount will be based on actual payroll costs plus a five percent administrative fee proportioned between the member cities using the same percentages that apply to funding the operating budget. Second by Fletcher. Motion passed 5-0.**

C. Presentation: "Inflow & Infiltration" by Councilmember Bill Cook (*Met Council Director of Engineering*)

**View the presentation on LMCC channel 8 or at [www.lmcc-tv.org](http://www.lmcc-tv.org).**

**Motion by Cook to authorize the city engineer to prepare a proposal to investigate Inflow & Infiltration sources in the city for the council to consider at the 09-03-14 city council meeting. Second by Quam. Motion passed 5-0.**

D. Announcement: Budget Worksession, 6pm Wednesday 09-03-14 (*before council meeting*)

**No council action was taken.**

E. Announcement: St. Alban's Bay Milfoil Treatment

**No council action was taken. View the announcement on LMCC channel 8 or at [www.lmcc-tv.org](http://www.lmcc-tv.org).**

5. PUBLIC HEARINGS

- A. Public Hearing re: Ordinance 239, Amending Section 1140.40, Signs in Residential Areas

**Motion by Quam to open the public hearing. Second by Roy. Motion passed 5-0.**

**No one spoke during the public hearing.**

**Motion by Cook to close the public hearing. Second by Fletcher. Motion passed 5-0.**

- B. Public Hearing re: Ordinance 238, Amending Section 1125.05, Swimming Pools in R-2 District

**Motion by Kind to open the public hearing. Second by Fletcher. Motion passed 5-0.**

**No one spoke during the public hearing.**

**Motion by Kind to close the public hearing. Second by Fletcher. Motion passed 5-0.**

6. UNFINISHED BUSINESS

- A. Consider: Potential St. Alban's Bay Lake Improvement District & Receive Petition

**Motion by Fletcher to ...**

- 1. Formally receive the St. Alban's Bay Lake Improvement District (SABLID) petition dated 07-11-14 that includes signatures from 76 Greenwood SAB lakeshore / lake access properties.**
- 2. Direct the city clerk to create a file for the petition and future SABLID documents.**
- 3. Authorize the city clerk to publish notice for a SABLID public hearing to be held at the 09-03-14 city council meeting.**
- 4. Authorize Councilmembers Roy and Fletcher to work with the city of Excelsior to revise the SABLID Joint Cooperative Agreement for the council to consider at the 09-03-14 city council meeting.**

**Second by Roy. Motion passed 5-0.**

- B. 2nd Reading: Ordinance 235, Amending Grading Ordinance

**Motion by Cook to approve 2nd reading of ordinance 235 with Councilman Fletcher's revisions. Second by Quam. Motion passed 5-0.**

- C. Discuss: Indemnification Relating to the Repeal of Fire Code Appendix D

**Motion by Fletcher to approve the draft letter regarding "No Indemnification Relating to the Repeal of Fire Code Appendix D" and direct the city clerk to email it to Chief Gerber for distribution to the Excelsior Fire District Board. Second by Roy. Motion passed 5-0.**

7. NEW BUSINESS

- A. Consider: Resolution 20-14, Variance Findings, Tom & Karen Hessian, 4990 Meadville St

**Motion by Cook to adopt resolution 20-14 approving the variance application of Tom and Karen Hessian as presented. I further move the council directs the city clerk to mail a copy of the findings to the applicant and the DNR, and place an Affidavit of Mailing for the mailing in the property file. Second by Quam. Motion passed 5-0.**

- B. 1st Reading: Ordinance 239, Amending Section 1140.40, Signs in Residential Areas

**Motion by Fletcher to approve the 1st reading of Ordinance 239 with the following revision: Change paragraph (k) to read "Signs that have a structural member or other portion closer than 10 feet to a side lot line, permitted conditional use businesses in residential zones are excepted from this provision." Second by Cook. Motion passed 5-0.**

- C. 1st Reading: Ordinance 238, Amending Section 1125.05, Swimming Pools in R-2 District

**Motion by Fletcher to approve the 1st reading of ordinance 238 as presented. Second by Quam. Motion passed 5-0.**

- D. Consider: Resolutions 21-14 and 22-14, Building Permit Extensions for 5560 Maple Heights Rd and 5100 Greenwood Circle

**Motion by Cook to approve resolution 21-14 extending the building permit for 5560 Maple Heights Rd to August 6, 2015. Second by Quam. Motion passed 5-0.**

**Motion by Fletcher to approve resolution 22-14 extending the building permit for 5100 Greenwood Circle to September 3, 2014 with the expectation that the property owner will clean up the yard and prepare a completion plan for consideration by the city council at the September 3, 2014 city council meeting. Second by Cook. Motion passed 5-0.**

**Resident Brian Malo asked a few questions regarding 5100 Greenwood Circle. View his comments on LMCC channel 8 or at [www.lmcc-tv.org](http://www.lmcc-tv.org).**

- E. Consider: Authorization to Send Budget Comment Opportunity Information to County

**Motion by Fletcher to authorize the city clerk to send the following information to Hennepin County regarding the opportunity for the public comment regarding the city's 2015 budget: 7pm, Wednesday, December 3, 2014, Deephaven Council Chambers, 20225 Cottagewood Rd, Deephaven, MN 55331, phone 952.474.6633. Second by Cook. Motion passed 5-0.**

- F. Consider: Letter Requesting Video Taping of Minnehaha Creek Watershed District Meetings

**Motion by Roy to authorize the mayor to send a letter to the Minnehaha Creek Watershed District to request video taping of their meetings. Second by Quam. Motion passed 4-1 with Cook voting nay.**

## 8. OTHER BUSINESS

- A. None

## 9. COUNCIL REPORTS

- A. Cook: Planning Commission, Greenwood Circle Xcel Projects

**No council action was taken.**

- B. Fletcher: Lake Minnetonka Communications Commission, Fire

**No council action was taken.**

- C. Kind: Police, Administration, Mayors' Meetings, Website

**No council action was taken.**

- D. Quam: Roads & Sewer, Minnetonka Community Education, St. Alban's Bay Bridge

**No council action was taken.**

- E. Roy: Lake Minnetonka Conservation District, Lake Improvement District

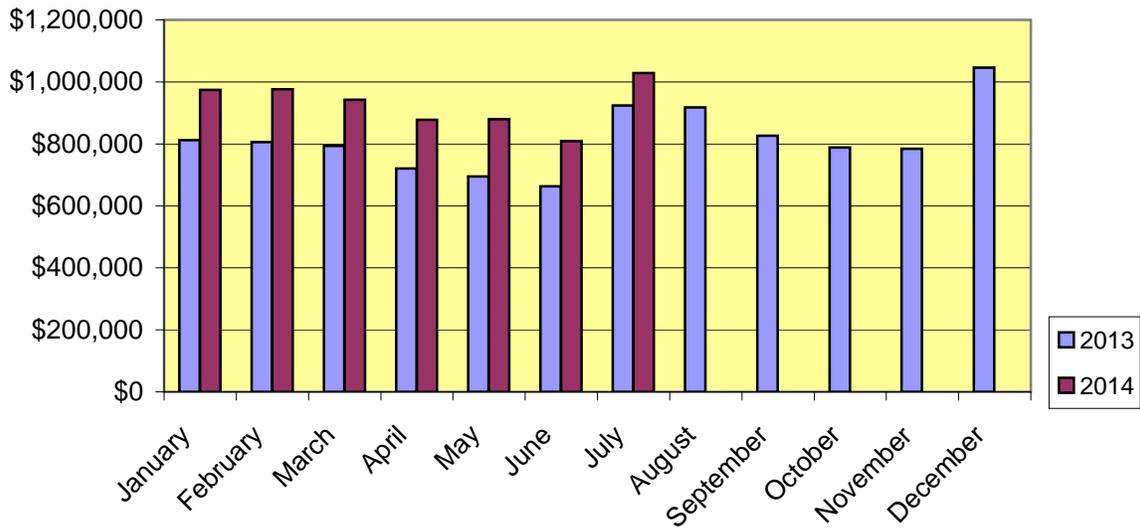
**No council action was taken.**

## 10. ADJOURNMENT

**Motion by Quam to adjourn the meeting at 8:59pm. Second by Fletcher. Motion passed 5-0.**

*This document is intended to meet statutory requirements for city council meeting minutes. A video recording was made of the meeting, which provides a verbatim account of what transpired. The video recording is available for viewing on LMCC TV channel 8 for 1 month, at [www.lmcc-tv.org](http://www.lmcc-tv.org) for 1 year, and on DVD at the city office (permanent archive).*

### City of Greenwood Monthly Cash Summary



Month	2013	2014	Variance with Prior Month	Variance with Prior Year
January	\$812,019	\$973,698	-\$72,277	\$161,679
February	\$805,692	\$976,134	\$2,436	\$170,442
March	\$793,435	\$942,468	-\$33,666	\$149,033
April	\$720,170	\$878,040	-\$64,428	\$157,870
May	\$694,987	\$879,272	\$1,232	\$184,285
June	\$663,171	\$808,884	-\$70,388	\$145,713
July	\$924,057	\$1,029,060	\$220,176	\$105,003
August	\$917,234		-\$1,029,060	-\$917,234
September	\$826,755		\$0	-\$826,755
October	\$788,426		\$0	-\$788,426
November	\$784,533		\$0	-\$784,533
December	\$1,045,975		\$0	-\$1,045,975

Bridgewater Bank Money Market	\$681,420
Bridgewater Bank Checking	\$4,148
Beacon Bank CD	\$244,074
Beacon Bank Money Market	\$93,560
Beacon Bank Checking	\$5,858
	<u>\$1,029,060</u>

#### **ALLOCATION BY FUND**

General Fund	\$378,275
Special Project Fund	\$0
General Fund Designated for Parks	\$27,055
Bridge Capital Project Fund	\$98,463
Road Improvement Fund	\$0
Stormwater Fund	\$16,741
Sewer Enterprise Fund	\$448,529
Marina Enterprise Fund	\$59,997
	<u>\$1,029,060</u>

Check Issue Date(s): 08/01/2014 - 08/31/2014

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
08/14	08/04/2014	12348	9	CITY OF DEEPHAVEN	101-20100	5,408.92
08/14	08/04/2014	12349	594	CITY OF EXCELSIOR	602-20100	7,893.84
08/14	08/04/2014	12350	822	ECM PUBLISHERS INC	101-20100	122.36
08/14	08/04/2014	12351	78	Hennepin County Taxpayer Svcs.	602-20100	52.50
08/14	08/04/2014	12352	789	HENNEPIN COUNTY TREASURER	101-20100	2,790.75
08/14	08/04/2014	12353	38	SO LAKE MINNETONKA POLICE DEPT	101-20100	15,184.58
08/14	08/04/2014	12354	745	Vintage Waste Systems	101-20100	1,628.25
08/14	08/04/2014	12355	145	XCEL ENERGY	101-20100	239.77
08/14	08/21/2014	12356	51	BOLTON & MENK, INC.	602-20100	4,083.00
08/14	08/21/2014	12357	822	ECM PUBLISHERS INC	101-20100	163.66
08/14	08/21/2014	12358	68	GOPHER STATE ONE CALL	602-20100	88.55
08/14	08/21/2014	12359	765	GUS KARPAS	101-20100	188.58
08/14	08/21/2014	12360	3	KELLY LAW OFFICES	602-20100	3,519.00
08/14	08/21/2014	12361	105	METRO COUNCIL ENVIRO SERVICES	602-20100	2,318.22
08/14	08/21/2014	12362	145	XCEL ENERGY	101-20100	389.94
Totals:						<u>44,071.92</u>

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City Recorder: \_\_\_\_\_

Vendor No	Invoice No	Description	Inv Date	Invoice Amt	Disc Amt	Check Amt	Check No	Chk Date
3	KELLY LAW OFFICES							
	6266	GENERAL LEGAL	08/05/2014	3,519.00	.00	3,519.00	12360	08/21/2014
Total 3				3,519.00	.00	3,519.00		
9	CITY OF DEEPHAVEN							
	JGUST 2014	ZONING	08/01/2014	5,408.92	.00	5,408.92	12348	08/04/2014
Total 9				5,408.92	.00	5,408.92		
38	SO LAKE MINNETONKA POLICE DEPT							
	JGUST 2014	2014 OPERATING BUDGET EXP	08/01/2014	15,184.58	.00	15,184.58	12353	08/04/2014
Total 38				15,184.58	.00	15,184.58		
51	BOLTON & MENK, INC.							
	0168584	2013 MS4 SWPPP	07/31/2014	52.00	.00	52.00	12356	08/21/2014
	0168585	2014 MISC ENGINEERING	07/31/2014	535.00	.00	535.00	12356	08/21/2014
	0168587	2014 STREET IMPROVEMENTS	07/31/2014	3,496.00	.00	3,496.00	12356	08/21/2014
Total 51				4,083.00	.00	4,083.00		
68	GOPHER STATE ONE CALL							
	117682	Gopher State calls	07/31/2014	88.55	.00	88.55	12358	08/21/2014
Total 68				88.55	.00	88.55		
78	Hennepin County Taxpayer Svcs.							
	0714-19	SPECIAL ASSMT ANNUAL FEE	07/21/2014	52.50	.00	52.50	12351	08/04/2014
Total 78				52.50	.00	52.50		
105	METRO COUNCIL ENVIRO SERVICES							
	0001036727	Monthly wastewater Charge	08/05/2014	2,318.22	.00	2,318.22	12361	08/21/2014
Total 105				2,318.22	.00	2,318.22		
145	XCEL ENERGY							
	072414	LIFT STATION #4	07/24/2014	239.77	.00	239.77	12355	08/04/2014
	072814	Sleepy Hollow Road *	07/28/2014	8.54	.00	8.54	12362	08/21/2014
	080414	Street Lights *	08/04/2014	381.40	.00	381.40	12362	08/21/2014
Total 145				629.71	.00	629.71		
594	CITY OF EXCELSIOR							
	00201316	1st qtr joint sanitary sewer use	07/28/2014	2,631.28	.00	2,631.28	12349	08/04/2014
	00201317	2nd qtr joint sanitary sewer use	07/28/2014	2,631.28	.00	2,631.28	12349	08/04/2014
	00201318	3rd qtr joint sanitary sewer use	07/28/2014	2,631.28	.00	2,631.28	12349	08/04/2014

Vendor No	Invoice No	Description	Inv Date	Invoice Amt	Disc Amt	Check Amt	Check No	Chk Date
Total 594				<u>7,893.84</u>	<u>.00</u>	<u>7,893.84</u>		
745	Vintage Waste Systems							
	072514	City Recycling Contract	07/25/2014	<u>1,628.25</u>	<u>.00</u>	<u>1,628.25</u>	12354	08/04/2014
Total 745				<u>1,628.25</u>	<u>.00</u>	<u>1,628.25</u>		
765	GUS KARPAS							
	081214	ELECTION JUDGE MEALS	08/12/2014	<u>188.58</u>	<u>.00</u>	<u>188.58</u>	12359	08/21/2014
Total 765				<u>188.58</u>	<u>.00</u>	<u>188.58</u>		
789	HENNEPIN COUNTY TREASURER							
	1000047657	BOOKING/	07/22/2014	<u>2,790.75</u>	<u>.00</u>	<u>2,790.75</u>	12352	08/04/2014
Total 789				<u>2,790.75</u>	<u>.00</u>	<u>2,790.75</u>		
822	ECM PUBLISHERS INC							
	121224	LEGAL NOTICE	07/17/2014	26.60	.00	26.60	12350	08/04/2014
	123175	LEGAL NOTICE	07/24/2014	47.88	.00	47.88	12350	08/04/2014
	123176	LEGAL NOTICE	07/24/2014	47.88	.00	47.88	12350	08/04/2014
	125294	LEGAL NOTICE	07/31/2014	57.26	.00	57.26	12357	08/21/2014
	127262	LEGAL NOTICE	08/07/2014	53.20	.00	53.20	12357	08/21/2014
	127263	LEGAL NOTICE	08/07/2014	53.20	.00	53.20	12357	08/21/2014
Total 822				<u>286.02</u>	<u>.00</u>	<u>286.02</u>		
Grand Totals:				<u>44,071.92</u>	<u>.00</u>	<u>44,071.92</u>		

Pay Per Date	Jrnl	Check Date	Check Number	Payee	Emp No	Description	GL Account	Amount
09/01/14	PC	09/01/14	9011401	COOK, WILLIAM B.	37		001-10100	184.70
09/01/14	PC	09/01/14	9011402	Fletcher, Thomas M	33		001-10100	84.70
09/01/14	PC	09/01/14	9011403	Kind, Debra J.	34		001-10100	277.05
09/01/14	PC	09/01/14	9011404	Quam, Robert	32		001-10100	184.70
09/01/14	PC	09/01/14	9011405	ROY, ROBERT J.	38		001-10100	184.70
Grand Totals:								<u>915.85</u>

SECTION I: LIABILITY COVERAGE WAIVER FORM

Cities obtaining liability coverage from the League of Minnesota Cities Insurance Trust must decide whether or not to waive the statutory tort liability limits to the extent of the coverage purchased. The decision to waive or not to waive the statutory limits has the following effects:

- If the city does not waive the statutory tort limits, an individual claimant would be able to recover no more than \$500,000. on any claim to which the statutory tort limits apply. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether or not the city purchases the optional excess liability coverage.
- If the city waives the statutory tort limits and does not purchase excess liability coverage, a single claimant could potentially recover up to \$1,500,000. on a single occurrence. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$1,500,000., regardless of the number of claimants.
- If the city waives the statutory tort limits and purchases excess liability coverage, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

This decision must be made by the city council. **Cities purchasing coverage must complete and return this form to LMCIT before the effective date of the coverage.** For further information, contact LMCIT. You may also wish to discuss these issues with your city attorney.

---

City of ~~Greenwood~~ accepts liability coverage limits of \$ 500,000 / ~~1,500,000~~ from the League of Minnesota Cities Insurance Trust (LMCIT).

Check one:

- The city **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minnesota Statutes 466.04.
- The city **WAIVES** the monetary limits on tort liability established by Minnesota Statutes 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of city council meeting \_\_\_\_\_

Signature \_\_\_\_\_ Position City Clerk \_\_\_\_\_

Return this completed form to LMCIT, 145 University Ave. W., St. Paul, MN. 55103-2044

**AN ORDINANCE OF THE CITY OF GREENWOOD, MINNESOTA AMENDING  
GREENWOOD R-2 RESIDENTIAL ZONING CODE SECTION 1125.05, REGARDING SWIMMING POOLS**

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

SECTION 1.

Greenwood ordinance R-2 residential zoning code section 1125.05, subd. 3 is amended to read as follows:

“Subd. 3. Conditional Uses.

- (a) Churches, chapels, synagogues, temples, and similar religious buildings.
- (b) Uses mandated in state statutes as conditional uses.
- (c) Permanent in-ground, at-grade swimming pools for the use and convenience of the resident and their guests.”

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 \_\_\_\_\_, 2014.

\_\_ AYES and \_\_ NAYS.

CITY OF GREENWOOD

By: \_\_\_\_\_  
Debra J. Kind, Mayor

Attest: \_\_\_\_\_  
Gus E. Karpas, City Clerk

First reading: August 6, 2014

Second reading: \_\_\_\_\_, 2014

Publication: \_\_\_\_\_, 2014



**Agenda Number: 4A**

**Agenda Date: 09-03-14**

*Prepared by Deb Kind*

**Agenda Item:** Discuss "Inflow & Infiltration" Proposal from City Engineer

**Summary:** At the 08-06-14 council meeting, Councilman Bill Cook (Director of Engineering for the Metropolitan Council) gave a presentation regarding the issue of Inflow & Infiltration into the sanitary sewer system. As a follow-up to the presentation, the city council directed the city engineer to prepare a proposal to investigate I&I sources in the city of Greenwood. The proposal is attached. The city engineer will attend the 09-03-14 council meeting to discuss the proposal.

**Council Action:** No action required. Potential motions ...

1. I move the city council approves the Inflow & Infiltration proposal as presented.
2. I move the city council approves the Inflow & Infiltration proposal with the following revisions: \_\_\_\_\_.
3. Do nothing or other motion ???



# BOLTON & MENK, INC.®

## Consulting Engineers & Surveyors

2638 Shadow Lane, Suite 200 • Chaska, MN 55318-1172

Phone (952) 448-8838 • Fax (952) 448-8805

www.bolton-menk.com

August 26, 2014

City of Greenwood  
Attn: Gus Karpas  
20225 Cottagewood Rd.  
Deephaven, MN 55331

RE: Proposal for Inflow and Infiltration Investigation

Honorable Mayor and City Council:

As requested, we have prepared a scope of services and fee estimate to investigate sources of inflow and infiltration in the City's sanitary sewer system. Based on our understanding of the issues, we propose the following scope of services:

- Review lift station pumping records to estimate base and peak flows
- Inspect manhole structures and lids as a possible source of inflow and infiltration
- Inspect lift station structures and access points as a possible source of inflow and infiltration
- Observe sewer flows by removing manhole lids in areas where high levels of I & I are expected in order to identify problem areas
- Perform smoke testing on areas of the system that are identified as likely sources of I & I
- Summarize past televising reports and rehabilitation work
- Prepare a written report for the Council with findings and recommendations
- Based on the initial findings and recommendations, the City may wish to perform flow monitoring at specific points to further define the base and peak flows at critical locations.

Based on this scope of services, we estimate approximately 145 hours of staff time and an estimated fee of \$14,700.

In the event that the City wishes to perform flow monitoring once the initial investigation is completed, Bolton & Menk will provide a fee estimate for those services at that time.

I will be at the City Council meeting on September 3<sup>rd</sup> to answer questions you may have regarding this proposal, however, please give me a call if you have any questions or need additional information before the meeting.

Sincerely,  
BOLTON & MENK, INC.

David P. Martini, P.E.  
Principal Engineer



Agenda Number: **5A**

Agenda Date: **09-03-14**

*Prepared by Deb Kind*

**Agenda Item:** Public Hearing, Potential St. Alban's Bay Lake Improvement District

**Summary:** The city council will be considering a Resolution of Intent regarding a potential St. Alban's Bay Lake Improvement District (SABLID) and discussing a draft of a Joint Cooperative Agreement with Excelsior to establish the SABLID next on the agenda (item 6A). Please review packet items included with 6A. Prior to the discussion, the city council is holding a public hearing to get input from affected property owners. The notice for the public hearing was published in the Sun-Sailor and mailed to affected property owners. As of the council packet deadline, no written comments have been received by the city.

**Council Action:** Council action is needed to open and close the public hearing. Suggested motions ...

1. I move the council **opens** the public hearing.
2. I move the council **closes** the public hearing.

The city council will continue the discussion under 6A (next on the agenda).



Agenda Number: **6A**

Agenda Date: **09-03-14**

Prepared by *Deb Kind*

**Agenda Item:** Consider St. Alban's Bay Lake Improvement District Cooperative Agreement and Resolution of Intent

**Summary:** In 2014, St. Alban's Bay Captain Rob Roy has been leading the effort to establish a St. Alban's Bay Lake Improvement District (SABLID). For the city council's reference, the following items are attached ...

- A. Q&A regarding LIDs.
- B. Letter of support from the Lake Minnetonka Conservation District.
- C. Resolution of Intent.
- D. Exhibit A map showing the LID area.
- E. Exhibit B description of programs.
- F. 08-06-14 draft of the Joint Cooperative Agreement between the cities of Excelsior and Greenwood. Note: City Attorney Mark Kelly will be making a few edits to the Cooperative Agreement prior to the 09-03-14 council meeting. A redlined copy of the revised Cooperative Agreement will be sent to the council via email and hard copies will be available at the meeting.

**Timeline:** Below is the timeline for the city council's reference ...

- ~~07-11-14 SABLID petitions submitted to the Greenwood and Excelsior city councils.~~
- ~~07-21-14 The Excelsior city council formally received the Excelsior SABLID petition.~~
- ~~07-23-14 The Lake Minnetonka Conservation District approved a resolution in support of the SABLID. 14 ayes, 0 nays.~~
- ~~08-06-14 The Greenwood city council formally received the Greenwood SABLID petition, ordered a public hearing, reviewed the first draft of a Joint Cooperative Agreement, and authorized Councilmembers Roy and Fletcher to work with Excelsior to incorporate Excelsior's comments into the Joint Cooperative Agreement.~~
- ~~08-07-14 Public hearing notice submitted to Sun-Sailor.~~
- ~~08-14-14 Public hearing notice published in Sun-Sailor.~~
- ~~08-21-14 Public hearing notice mailed to affected property owners.~~
- 09-03-14 The Greenwood city council holds 1st public hearing, reviews draft of Joint Cooperative Agreement, considers approval of Resolution of Intent.
- 09-08-14 Submission of Resolution of Intent, public hearing notice, and related documents to DNR, MCWD, and LMCD. Note: 40 days notice of the public hearing is required for the DNR to review the documents.
- 10-01-14 The Greenwood city council reviews draft Joint Cooperative Agreement.
- 10-02-14 2nd public hearing notice submitted to Sun-Sailor.
- 10-09-14 2nd public hearing notice published in Sun-Sailor.
- 10-09-14 2nd public hearing notice mailed to affected property owners.
- 11-05-14 The Greenwood city council holds the 2nd public hearing, considers approval of Joint Cooperative Agreement, and authorization to forward the Joint Cooperative Agreement to Excelsior.
- 11-\_\_-14 The Excelsior city council considers approval of the Joint Cooperative Agreement.
- 11-\_\_-14 The signed Joint Cooperative Agreement is sent to the DNR for their records.

**Council Action:** No action required. Potential motions ...

1. I move the city council approves Resolution 26-14, A Resolution of Intent Regarding the St. Alban's Bay Lake Improvement District and authorizes the mayor to submit the resolution and a cover letter to the DNR, MCWD, and LMCD.
2. Do nothing or other motion ???

# **Lake Improvement Districts Questions and Answers**

## **1. What is a Lake Improvement District (LID)?**

A LID is a local governmental unit, a political subdivision, established by resolution of a county board, city council or by the commissioner of the department of natural resources. A LID allows for greater local involvement in lake management activities.

## **2. What authorities does a LID have?**

In its resolution establishing a LID, the county board delegates specific authorities to the LID. Each LID will likely be granted different levels of authority depending upon existing problems and proposed activities. Some of these may include the right to:

1. Apply for and comply with DNR and other agency and local permits and policies required for specific lake management projects;
2. Undertake lake research projects;
3. Conduct programs of water improvement and conservation;
4. Serve as local sponsor/recipient for state and federal projects or grants;
5. Maintain public beaches, docks and other public facilities;
6. Regulate water surface use;
7. Provide and finance certain local governmental services within the LID;
8. Implement a water monitoring program.

Projects and activities undertaken by a LID must comply with all local, state and federal regulations. Additionally, a lake improvement district may not undertake improvement projects on any body of water unless public access is available to that lake.

## **3. Who assumes responsibilities for the actions of a LID?**

The LID assumes all legal responsibilities for activities undertaken by the LID. In the event a district is terminated or a district fails to meet its obligations, its responsibilities and liabilities pass to the county that established the district. The LID is also responsible for preparing an annual report to the county board with a copy to the DNR.

## **4. Who runs the LID?**

A LID is managed by a board of directors consisting of from 5 to 9 members. All directors must be property owners in the district, and a majority of the directors must be residents of the district. The initial board of directors is appointed by the county board. The number, qualifications and terms of office are also specified by the county board. Vacancies are filled by a majority vote of the property owners attending the annual meeting. Directors may be compensated, but only as decided by the property owners at the annual meeting.

## **5. Besides electing directors, what else happens at the annual meeting?**

Each LID must have an annual meeting of property owners. This meeting must be held during July or August unless changed by majority vote at the previous annual meeting. Written notice of the meeting must be mailed to all property owners within the district, the county board and DNR at least 10 days prior to the meeting. In addition to electing new directors, those present at the annual meeting must:

1. Approve the district budget for the upcoming fiscal year;
2. Approve or disapprove any project costing the district more than \$5,000; and
3. Discuss other district activities.

## **6. How are LID activities funded?**

A LID does not have any taxing authority of its own. Rather, the county board specifies the funding arrangement when it establishes the LID. Typically, a LID must pass its budget recommendations through the county board for approval and actual collection. To finance LID projects, services and general administration, a county may:

1. Assess costs to benefited properties;
2. Impose service charges;
3. Issue general obligation bonds;
4. Levy an ad valorem tax solely on property within the district; or
5. Any combination of the above.

A LID can also be the recipient of grants from state and federal agencies and private foundations.

## **7. How is a LID established?**

There are two ways in which a LID may be established:

1. By petition of property owners within the proposed district; or
2. By county board resolution.

Of the two, the petition process is the more common procedure. A petition requesting the formation of a LID must be signed by a majority of the property owners in the proposed district. The petition is addressed to the county board and filed with the county auditor. The county auditor verifies the signatures on the petition and notifies the county board. A public hearing is held and the county board establishes its findings to grant or deny the LID and sets the effective date for the LID to begin.

In lieu of a petition signed by a majority of the property owners, the county board may choose to initiate the establishment of a LID by itself. The board adopts a resolution declaring its intent to establish a LID. A public hearing is held, and the decision is made.

## **8. How are district boundaries selected?**

Selecting workable district boundaries can be one of the most difficult and confusing aspects of establishing a LID. The statute states that district boundaries “shall be encouraged to be as consistent as possible with *natural hydrologic* boundaries.” District boundaries should include a sufficient area of the lake’s watershed for the LID to develop and implement solutions to identified problems. Water quality and lake level concerns are often influenced by activities in the lake’s watershed. If a LID is concerned about deteriorating water quality and frequent algal blooms, it should not only examine the immediate surrounding area, but the amount and quality of runoff reaching the lake.

In other situations, the petitioners may wish to establish a LID to undertake activities that only affect the shoreline properties. The proposed activities may include regulating water surface use, providing public water and sewer service to shoreline properties and constructing and maintaining public docks, beaches or fishing piers. In summary, the proposed district boundaries should be consistent with the goals of the LID.

### **CONTENTS OF PETITION OR COUNTY BOARD RESOLUTION\***

A petition or county board resolution must generally contain the same types of information. Both indicate the general structure the LID should take (e.g., number of directors and district boundaries) as well as information relating to the need for and appropriateness of the LID. Specifically, the petition or resolution should include:

1. Name of proposed district;
2. Number of directors;
3. Map showing district boundary and a statement demonstrating the appropriateness of the boundaries as they relate to the purposes of the district;
4. Method of financing district operations;
5. Statement of lake problems;
6. Proposed water and related land management programs to address lake problems;
7. Identification of potential adverse impacts of proposed district programs;
8. Adequacy and ownership of public access including public lands and beaches; and
9. Estimate of the total assessed valuation of property within the proposed LID.

A copy of the petition or resolution must be forwarded to the DNR and Pollution Control Agency for review and preparation of an advisory report prior to the public hearing.

\*Minimum guidelines and requirements for the formation of LIDs are spelled out by Minnesota Rules Part 6115.0900 – 6115.0980. These rules provide specific guidance on the content and issues to be addressed by the petition or county board resolution, and the details of the DNR advisory report.

### **DNR ADVISORY REPORT**

The DNR advisory report provides the local government a map of the immediate watershed and comments on the proposed LID based on its expertise and coordination with PCA that addresses local need, appropriateness of proposed boundaries, technical feasibilities, adequacy of planning, monitoring and coordination with other districts.

## **PUBLIC HEARING**

A public hearing must be held to discuss the merits of establishing a LID. At least 21 days before the public hearing, the county board must notify the DNR, PCA, town boards and all other local and regional governmental units and special districts within the proposed district. In addition, the county must make a “reasonable attempt” to notify all property owners within the proposed district of the pending resolution or petition and the public hearing. A “reasonable attempt” includes:

1. Mailing a notice to last known address of each landowner;
2. Publishing notice in two successive issues of the local newspaper; and
3. Posting notices in public buildings.

At the public hearing the DNR advisory report is read into the record. All interested individuals may present testimony either for or against the establishment of the LID. Individuals may also present evidence suggesting how a property would be benefited or affected by the establishment of the district. The county board establishes its findings and the LID is either approved or denied.

## **ESTABLISHMENT**

If initiated by a petition, the county board must act within 30 days of the public hearing to either establish or deny the request to form a LID. If established, the county board must publish the order in the county’s official newspaper as well as notify the secretary of state, DNR and PCA. In the order establishing the LID, the county board may modify part or all of the petition relating to district boundaries, functions, financing or organization.

If the establishment is initiated by a county board resolution, there is no time constraint under which the board must act following the public meeting.

## **REFERENDUM**

Regardless how a LID has been initiated and before the effective date of its establishment, opposed property owners within the proposed district may petition for a referendum. If 26% of the property owners within the proposed district petition for a referendum, the county board must stay the establishment of the LID and hold a special election. The special election is held within the proposed district during July or August. The county auditor certifies the election results. If a majority of those property owners voting vote no, the establishment of the district is denied.

## **TERMINATION**

A LID may be terminated by a county board upon the initiation of a petition signed by a majority of the property owners within the district requesting it. There is a public hearing and the board decides whether the district should continue or not.



# LAKE MINNETONKA CONSERVATION DISTRICT

5341 MAYWOOD ROAD, SUITE 200 • MOUND, MINNESOTA 55364 • TELEPHONE 952/745-0789 • FAX 952/745-9085

Gregory S. Nybeck, EXECUTIVE DIRECTOR

August 4, 2014

Ms. Kristie Luger  
City Administrator  
City of Excelsior  
339 Third Street  
Excelsior, MN 55331

Mr. Gus Karpas  
City Clerk  
City of Greenwood  
20225 Cottagewood Road  
Greenwood, MN 55331

RE: Letter of Support for St. Albans Bay Lake Improvement District

Dear Ms. Luger and Mr. Karpas:

The Lake Minnetonka Conservation District (LMCD) received an update from Greenwood Board Member Rob Roy on the establishment of a Lake Improvement District (LID) on St. Albans Bay. This update provided for a positive dialog of questions and comments, in particular how funds derived from the LID would be used for aquatic invasive species management and prevention projects.

The LMCD Board of Directors applauds this effort and the many benefits that will be offered. At their July 23<sup>rd</sup> meeting, they unanimously supported the establishment of this LID. Please accept this Letter of Support on behalf of the LMCD.

Feel free to contact me if you have questions or if I can be of further assistance.

Sincerely,

A handwritten signature in black ink, appearing to read "Gregory S. Nybeck".

Gregory S. Nybeck  
Executive Director  
Lake Minnetonka Conservation District

cc: Honorable Mark Gaylord (City of Excelsior)  
Honorable Deb Kind (City of Greenwood)  
Chair Dan Baasen, LMCD Board of Directors  
LMCD Board of Directors



**A RESOLUTION OF INTENT REGARDING  
THE ESTABLISHMENT OF A ST. ALBAN'S BAY  
LAKE IMPROVEMENT DISTRICT**

**WHEREAS**, a city council may initiate the establishment of a lake improvement district under Minnesota statute section 103B.515; and

**WHEREAS**, the city council must adopt a resolution declaring the intent to establish a lake improvement district; and

**WHEREAS**, the resolution must:

- (1) specify the boundaries of the district, which shall be encouraged to be as consistent as practical with natural hydrologic boundaries;
- (2) prescribe the water and related land resource management programs to be undertaken in the district;
- (3) state how the programs will be financed;
- (4) designate the county officer or agency that will be responsible for supervising the programs; and
- (5) set a date for a hearing on the resolution.

**NOW THEREFORE, BE IT RESOLVED** that city council of the city of Greenwood, Minnesota hereby intends to establish a St. Alban's Bay Lake Improvement District (SABLID) and that:

- (1) The boundaries of the SABLID shall be as shown on the Exhibit A map (attached). This boundary is consistent with the natural hydrologic boundaries of the bay and includes all properties that have lake rights to St. Alban's Bay, Lake Minnetonka.
- (2) The water and related land resource management programs to be undertaken in the SABLID include prevention and management of aquatic invasive species per the attached Exhibit B.
- (3) The prevention and management programs will be financed by a levy on the property owners in the district plus grants and gifts such as those from the cities of Excelsior and Greenwood and the Minnesota Department of Natural Resources that have been provided in the past. The actual levy and its distribution will be approved by the SABLID property owners each year. The estimated cost to treat St. Alban's Bay is \$32,000 every other year, plus lake monitoring, administrative costs, and spot treatments in the non-treatment years. The following is considered to be a realistic potential annual levy for the SABLID:

Lakeshore Property Owners (includes condos)	114 properties at \$150 each	\$17,100
Association and Channel properties	23 properties at \$75 each	\$1,725
Marinas	3 marinas at \$500 each	<u>\$1,500</u>
	TOTAL per year plus grants and gifts	\$20,325

- (4) The cities of Excelsior and Greenwood shall oversee the operations of the SABLID Board per a Joint Cooperative Agreement (see attached draft).
- (5) A public hearing regarding the potential establishment of the SABLID shall be held at 7pm on November 5, 2014 at the Deephaven City Council Chambers, 20225 Cottagewood Road, Deephaven, MN 55331.

**NOW THEREFORE, BE IT FURTHER RESOLVED** by the city council of the city of Greenwood, Minnesota that the mayor is authorized to send a copy of this resolution to the Department of Natural Resources Commissioner, the Minnehaha Creek Watershed District Board of Managers, and the Lake Minnetonka Conservation District Board.

**ADOPTED** by the city council of Greenwood, Minnesota this \_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_ AYES \_\_\_ NAYS

CITY OF GREENWOOD

By: \_\_\_\_\_  
Debra J. Kind, Mayor

Attest: \_\_\_\_\_  
Gus E. Karpas, City Clerk

# EXHIBIT A - ST. ALBAN'S BAY LAKE IMPROVEMENT DISTRICT

-  Municipal Boundaries
-  St. Alban's Bay Lake Improvement District Excelsior Properties
-  St. Alban's Bay Lake Improvement District Greenwood Properties



Updated 08-11-14



## **EXHIBIT B - WATER AND LAND RESOURCE MANAGEMENT PROGRAMS TO BE UNDERTAKEN IN THE ST. ALBAN'S BAY LAKE IMPROVMENT DISTRICT**

### **St. Alban's Bay Aquatic Invasive Species (AIS) Issues.**

Eurasian watermilfoil and curlyleaf pondweed, invasive plants, have been problematic in St. Alban's Bay for several decades. These two plants have reduced the diversity and abundance of native plants and therefore have diminished the health of the Bay. These two plants also interfere with boating, swimming, recreation and enjoyment.

The St. Alban's Bay residents, in coordination with the Lake Minnetonka Association and the Minnesota Department of Natural Resources (DNR) have developed and implemented a Lake Vegetation Management Plan or LVMP, which has significantly controlled Eurasian watermilfoil and curlyleaf pondweed and increased the diversity and abundance of native plants without compromising water quality. The primary focus of the LVMP has been the bay-wide treatment of Eurasian watermilfoil with herbicides.

The majority of the costs for these treatments have been voluntarily borne by the Bay residents, although the cities of Greenwood and Excelsior and the DNR have contributed. While the voluntary contributions have successfully funded the treatments since 2011, they are not considered to be a stable or consistent source of funding.

Other aquatic invasive species (AIS) that may be introduced in the future also pose potential threats to the Bay's health and recreation and also are a concern. Zebra mussels are relatively new to the Bay. Hydrilla is yet another potential source of concern.

### **Water and land related resource management projects to be undertaken by the St. Alban's Bay LID.**

The purpose of the St. Alban's Bay LID will be to control the adverse effects of AIS in St. Alban's Bay

The initial and primary management project of the LID will be the continuation of the existing voluntarily funded bay-wide Eurasian watermilfoil and curlyleaf pondweed control program under the LVMP, including the required monitoring and assessment. Establishing the LID will provide a consistent and equitable source of funding for these ongoing aquatic invasive species control programs, which are typically not short term in nature.

The LID may also monitor St. Alban's Bay for other aquatic invasive species and, when appropriate, consider additional control programs in coordination with local agencies. Thus, the LID may develop plans and programs for additional AIS, if and when they become established and problematic in St. Alban's Bay.

Land management projects are not planned.

Recent controls of Eurasian watermilfoil and curlyleaf pondweed have used herbicides registered by the United States Environmental Protection Agency and have been permitted by the Minnesota Department of Natural Resources. The products and methods used have occurred within a strict regulatory milieu, which is designed to minimize likely adverse effects and unintended consequences. Therefore, rather than causing or increasing adverse effects, the proposed LID will more likely control and decrease adverse effects.

Should the LID employ other products or methods to control Eurasian watermilfoil and curlyleaf pondweed or other AIS, it will occur with the same regulatory oversight. Therefore, adverse effects to land or water are not anticipated.

As the LID considers or proposes modifying the current Eurasian watermilfoil and curlyleaf pondweed control program or any control programs for other AIS, detailed assessments of possible adverse effects to lands and waters will be provided as required or appropriate.



EXCELSIOR



**JOINT COOPERATION AGREEMENT BY AND BETWEEN THE CITIES OF EXCELSIOR AND GREENWOOD, MINNESOTA FOR THE ESTABLISHMENT OF A ST. ALBAN’S BAY LAKE IMPROVEMENT DISTRICT**

This agreement is made and entered into by and between the city of Excelsior, State of Minnesota (hereinafter referred to as “Excelsior”), 335 Third Street, Excelsior, MN 55331 and the city of Greenwood, State of Minnesota, (hereinafter referred to as “Greenwood”), 20225 Cottagewood Road, Deephaven, MN 55331.

**RECITALS**

Excelsior and Greenwood agree that it is desirable and in the interest of their communities that a Lake Improvement District be established for the management and control of Aquatic Invasive Species in St. Alban’s Bay, Lake Minnetonka, together with all powers intended thereto.

To that end, Excelsior and Greenwood, each a governmental unit of the State of Minnesota, hereby enter into this Joint Cooperation Agreement pursuant to Minnesota Statutes §471.59.

**I. PURPOSE**

The general purpose of this agreement is to establish a Lake Improvement District authorized under Minnesota Statutes §103B.501 et seq and §459.20 to manage Aquatic Invasive Species in St Alban’s Bay, Lake Minnetonka, and to otherwise monitor the water resource.

**II. NAME**

The organization established by this agreement shall be known as the “St. Alban’s Bay Lake Improvement District.”

**III. DEFINITIONS**

As used herein, these terms shall mean as follows:

Section 1. “Lake Improvement District (LID)” means St. Alban’s Bay Lake Improvement District as otherwise authorized by the Lake Improvement District law, Minn. Stat. §103B.501 to §103B.581, the organization created pursuant to this agreement.

Section 2. “Director” means a person appointed to the Board by either Excelsior or Greenwood, or a person elected to serve on the Board by affirmative vote of a majority of the Property Owners present and entitled to vote or appearing by mailed ballot at the Annual Meeting.

Section 3. “Member” means a city which enters into this agreement.

Section 4. “Program” shall mean the various water resource management programs and services undertaken from time to time by LID.

Section 5. “Property Owners” mean the owner or owners of various real estate parcels identified by Hennepin County PID number located within the official boundaries of the LID as illustrated on the official map of the LID, attached hereto as Exhibit A.

Section 6. “District” shall mean all of the real estate parcels located within the official boundaries of LID, as illustrated and defined on the official map of the LID (See Exhibit “A” attached).

Section 7. “Board” means the governing political body of the LID comprised of Directors appointed by the cities of Excelsior and/or Greenwood or persons elected to membership on the Board as provided herein. The management of the LID shall be vested in the Board.

Section 8. “Annual Meeting” means a meeting of the Board and Property Owners, called by the Board and so designated, held in July or August at which the action items set forth at Article VII, Section 2 shall be acted upon.

Section 9. “Official Office” means the physical office space designated and maintained by the Board at which the LID shall receive US Mail, the LID’s designated agent for the receipt of Legal Process shall office, and the Secretary and the Treasurer/Fiduciary Agent shall maintain the official records and conduct LID business.

#### **IV. MEMBERS**

Section 1. Members. The Member Cities entering into this Joint Cooperative Agreement are the city of Excelsior and the city of Greenwood, Minnesota.

Section 2. Fiduciary Agent. An individual shall be appointed by mutual agreement of the Greenwood and Excelsior City Councils to be the Fiduciary Agent charged with the day-to-day management of the LID’s financial affairs including custodial possession of the LID’s books and accounts and shall be authorized to receive, hold, and disburse LID funds and shall also be authorized to accept Service of Legal Process on behalf of the LID. A statement of duties of the Fiduciary Agent may be adopted by mutual agreement of the Excelsior and Greenwood City Councils and made a part of the job description of the Fiduciary Agent at the time of their appointment.

#### **V. DIRECTORS**

Section 1. Number. The LID shall have seven Directors and two Ex-Officio Directors, one each appointed by the cities of Excelsior and Greenwood. With the exception of matters addressing the approval of the budget and financial expenditures, the Ex-Officio Directors shall have an advisory role but no vote on matters presented to the Board.

Section 2. Initial Appointment. The City Councils of Excelsior and Greenwood shall, by mutual agreement, initially appoint seven Property Owners within the LID boundaries to serve as the initial LID Directors on the Board with Excelsior selecting two and Greenwood selecting five appointees. By mutual agreement of the cities, one of these shall be appointed Interim Chair. Once sworn in, these Directors shall serve until the first Annual Meeting of the LID and swearing in of the first publicly elected Board of Directors.

Section 3. Term. At the first Annual Meeting of the LID, three Directors shall be elected to two-year terms and four Directors shall be elected to one-year terms. At the second and subsequent Annual

Meetings of the LID Directors shall be elected to two-year terms except that Directors who are elected to midterm vacancies shall serve the remainder of their term.

Section 3. Director Candidacy Slate. Annually, Property Owners desiring to stand for election to the Board as a Director shall file with the Secretary, (or the Secretary's designee for receipt of said filings) or the LID Designated Agent at the Official Office, on or before the close of business at the Official Office on the First Tuesday in June, a Declaration of Candidacy for Director. A Property Owner who so files shall be added to the Slate of Director Candidates to be submitted to a vote at the following Annual Meeting of the Board.

Section 4. Compensation. Directors shall serve without compensation from the LID or the member cities. In the absence of a written contract previously approved by the Board, the LID shall not honor claims, invoices, statements, or requests for reimbursements for labor submitted or services rendered by a Director, a Property Owner, or LID volunteer rising from or incidental to LID's activities, programs and actions.

## VI. OFFICERS

Section 1. Annual Election. The Officers of the LID shall consist of a Chair, a Vice Chair, and a Secretary/Treasurer and shall be elected for one-year terms by the Board at the Annual Meeting. The initial LID Board appointed by the City Councils of Excelsior and Greenwood shall meet within two months of appointment at the call of the Interim Chair and thereat shall elect, Interim Officers to serve until the swearing in of their replacements at the first LID Annual Meeting.

Section 2. Chair and Vice Chair. The Chair shall serve as the Chief Elected Officer of the LID and shall preside at all meetings of the Board or the Property Owners and Directors. The Chair shall perform all duties typically incident to the Office of a Chief Executive Officer of a municipal political body and shall perform such other duties as may be prescribed by action of the Board, this Joint Cooperative Agreement, or law. The Chair shall select Sub-Committee Chairs and may recommend to the Board Sub-Committee appointments thereto. The Vice Chair shall act as Chair in the absence of the Chair.

Section 3. Secretary. The Secretary shall be responsible for keeping a record of all the proceedings of the LID and the giving of notice of regular and special meetings. The Secretary shall be responsible for the preparation of Board minutes and shall keep the LID minutes and records at the office of the Treasurer/Fiduciary Agent, the Secretary may delegate the duties of preparing Minutes to a third party, including outside private contract service provider subject to the approval of the Board.

The Treasurer/Fiduciary Agent shall be custodian of the LID's funds, pay its bills, keep financial records, and generally manage funds received, and oversee their disbursement and the LID's financial affairs. LID funds shall be kept on deposit in financial institutions or invested as approved by the Board of Directors in the same manner and practice demanded of a municipal corporation under State law.

The Treasurer/Fiduciary Agent shall cause a monthly financial report to be made to the Board, which shall be included in public records of the LID and in the minutes of the Board meetings. The Board shall set compensation for the Treasurer/Fiduciary Agent as negotiated under a contract for services to be rendered.

Section 4. Authorized Expenditures. All checks drawn upon the LID bank account shall require the signatures of the Chair, or in the Chair's absence, the Vice Chair, and the Treasurer/Fiduciary Agent.

## **VII. MEETINGS**

Section 1. Bylaws. The Board shall adopt bylaws governing its procedures including the time, place, notice for and frequency of a set of fixed regular quarterly meetings, procedure for calling special meetings, and other procedural meeting related matters. The Board may amend the bylaws from time to time.

Section 2. Annual Meeting. The Board shall call an Annual Meeting of Property owners to be held in July or August each year. At the Annual Meeting the Board shall submit a Slate of Director Candidates to Property Owners for vote. The affirmative vote of the majority of the Property Owners with voting rights present and entitled to vote, including absentee ballots of same physically received by the LID by 5 PM on the date of the Annual Meeting, shall be the act of the Property Owners and shall be binding on the Board. The top vote getters for the open Director seats shall be elected. At the Annual Meeting the Board also shall (1) elect Officers to be seated on January 1 of the following calendar year, (2) review and approve a budget for the next calendar year, (3) approve proposed programs, projects, and expenditures having a cost in excess of \$5,000, and (4) take up and consider any other business that properly comes before them. At the Annual Meeting, the Board may elect to submit to a vote of the Property Owners such other matters as it deems appropriate. Provided the vote of the Property Owners directs or approves a lawful LID action otherwise authorized under this Agreement, the vote of the Property Owners shall be binding on the Board.

Section 3. Annual Meeting Notice. The Annual Meeting shall be preceded by two weeks published notice in the legal newspapers of the Member Cities, shall be posted on the public notice board of the Member Cities and written notice shall be mailed at least ten days in advance of the meeting to the Member Cities, the Pollution Control Agency, Commissioner of Natural Resources, and to all Property Owners of record on the Hennepin County Property Tax Information website within the LID assessment area.

## **VIII. POWERS, RIGHTS AND DUTIES OF LID**

The LID shall have the following powers, rights, and duties:

Section 1. Primary Purpose. The “primary purpose” of the LID is to prepare a Lake Vegetation Management Plan and programs to control Aquatic Invasive Species in St. Alban’s Bay, Lake Minnetonka and, as needed, monitor vegetation, wildlife, water quality, and use of St. Alban’s Bay to preserve St. Alban’s Bay as a natural water resource.

Section 2. Specific Powers. The following specific statutory powers permitted the LID pursuant to Minn. Stat. §103B.551, Subd. 3 are hereby granted to the Board; the power to:

- 1) Acquire property, equipment, or other facilities by gift, lease, or purchase to implement the primary purpose.
- 2) Contract with governmental agencies as needed and appropriate to the implementation of the primary purpose.
- 3) Conduct a program(s) of AIS control and elimination in conformance with the primary purpose, water improvement and conservation.

Enumerated powers under Minn. Stat. §103B.551, Subd. 3, not set forth above are not granted to the LID.

Section 3. Gifts/Grants. The LID may accept gifts, apply for and use grants and enter into agreements in connection therewith and it may hold, use and dispose of money or property received as a gift or grant in accordance with the terms hereof.

Section 4. Contracts. The LID may enter into any contracts deemed necessary to carry out its powers and duties. All contracts shall be let and purchases shall be made in accordance with the legal requirements applicable to contracts and purchases by statutory cities of Minnesota.

Section 5. Property. The LID may purchase, lease, or acquire personal property and sell, assign, and transfer personal property upon an affirmative majority vote of the Board, but may not purchase, transfer or convey real property without the approval of 2/3 of a quorum of the Board, and a 2/3 vote of Property Owners voting in person or by absentee ballot at the Annual Meeting as provided herein, and the approval of both Member City Councils.

Section 6. Consultants. The LID may retain consultants to carry out its primary purpose and manage its affairs and administrative duties.

Section 7. Designation of Official Office and Designated Agent. The Board shall at all times maintain an Official Office of the LID and an appointed Designated Agent for receipt of Service of Legal Process. In the Event the Board has failed to so act, the City Clerk of either Greenwood or Excelsior shall be the LID Designated Agent.

Section 8. Other Actions. The LID may exercise any other power necessary and incidental to the implementation of its powers and duties in implementation of the LID's primary purpose.

## **IX. FINANCIAL MATTERS**

Section 1. Annual Budget and Levy. The Board shall prepare and present a budget and proposed levy for the following calendar year at its Annual Meeting. The proposed levy information shall include the recommended method to assess properties in the LID. The proposed budget and levy must be approved, or amended and approved, by a majority of the votes of the Board and Ex-Officio Directors at the Annual Meeting. The Budget and Levy approved at the Annual Meeting must in turn also be mutually approved by both Member City Councils by September 30. Annually, the Member City Councils may not increase the proposed levy approved at the Annual Meeting. Either or both City Councils may reduce the levy by up to 25% in which case the LID levy shall be the lowest levy approved by a Member City Council.

Section 2. LID Funding. The LID shall be funded from approved property tax levies and other available revenues from grants, gifts, or the like. The LID shall not be funded by dues, or individual Property Owner personal assessments, or similar charges.

The public financing of projects and services of the LID may be made only after seeking other sources of funding, and then only by the following methods:

- a. Assessing the costs of projects upon benefitted properties within the District in the manner provided under Minn. Stat. Chapter 429;
- b. Levy of an ad valorem tax solely on property within the LID, to be appropriated and expended solely on projects of special benefit to the LID.

In accordance with Minn. Stat. §103B.555, Subd. 3, the LID, with the approval of the City Councils of the cities of Excelsior and Greenwood as expressed by resolution identifying each specific improvement to which approval applies may exercise the powers of a city under Chapter 429 in Section 444.075, including but not limited to:

- a. The levy of special assessments; and
- b. The imposition of rates and charges;

## X.

### WITHDRAWAL AND DISOLUTION

Section 1. Notice of Withdrawal. A Member City may withdraw from the LID by filing a written notice of withdrawal with the LID by October 1 of any year. Such withdrawal shall be effective as of December 31 of that calendar year and membership shall continue until the effective date. A notice of withdrawal may be rescinded by a Member City prior to the effective date. If one Member City elects to withdraw, the LID will then dissolve on December 31 of that calendar year.

Section 2. Distribution of Assets. Upon dissolution, the remaining assets of the LID, after payment of all obligations, shall be distributed among the Member Cities in proportion to the number of LID real estate parcels identified by Hennepin County PID number located in each, or in such other way as those Member Cities may agree.

## XI.

### MEDIATION OF DISPUTES

Section 1. Mediation. Any controversy arising out of or relation to this agreement including but not limited to the withdrawal by a Member City and dissolution shall be mediated by a qualified mediator prior to initiation of any litigation.

Section 2. Selection of Mediator. The mediator may be an individual mutually selected by the parties to the issue in controversy. If the parties are unable to agree upon a mediator, the League of Minnesota Cities shall make the selection.

## XII.

### LIABILITY

Section 1. Indemnification. The LID shall indemnify, defend and hold harmless the Member Cities and their Officers, elected officials, Directors, employees, and volunteers, from and against all claims, damages, losses, and expenses, arising out of the acts or omissions of the LID in carrying out this agreement. To the fullest extent permitted by law, actions by the Member Cities under this agreement are intended to be and shall be construed as a “cooperative activity” and the LID shall be deemed a “single governmental unit” for the purposes of liability as set forth in Minnesota Statutes, Section 471.59, Subd. 1a(a). Each Member City expressly declines responsibility for the acts or omissions of the other Member City. This agreement does not constitute a waiver of the limitations of liability set forth in Minnesota Statutes, Section 466.04.

Section. 2. Insurance. The LID shall procure and maintain liability insurance coverage with reasonable limits covering its Officers, Directors, Member Cities’ elected officials, employees, and volunteers. The LID may purchase additional insurance coverage in amounts and on such terms as it may determine from time to time. The LID shall provide Member Cities with copies of its certificate(s) of insurance upon request.

## XIII.

### MISCELANEOUS

Section 1. Execution of Agreement. Each Member City Council shall approve and execute a copy of this agreement in accordance with applicable law.

Section 2. Effective Date. This agreement shall become effective upon adoption by both Member City Councils and approval from the Minnesota Department of Natural Resources.

Section 3. Amendment. Any proposed amendment to this agreement must be approved by both Member City Councils.

Section 4. Duration. This agreement shall continue in effect for an indefinite term, until dissolution in accordance with the terms of this agreement.

IN WITNESS WHEREOF, acting by authority of City Council Resolution the undersigned authorized agents of Excelsior and Greenwood, hereby enter into this Joint Powers Agreement.

EXECUTED as of \_\_\_\_\_, 2014.

CITY OF GREENWOOD, MINNESOTA

By \_\_\_\_\_

Name \_\_\_\_\_, Mayor

Attest \_\_\_\_\_

Name \_\_\_\_\_, City Clerk

EXECUTED as of \_\_\_\_\_, 2014.

CITY OF EXCELSIOR, MINNESOTA

By \_\_\_\_\_

Name \_\_\_\_\_, Mayor

Attest \_\_\_\_\_

Name \_\_\_\_\_, Manager Clerk

APPROVED AS TO FORM:

MINNESOTA DEPARTMENT

OF NATURAL RESOURCES

By \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_



Agenda Number: **6B**

Agenda Date: **09-03-14**

Prepared by *Gus Karpas & Deb Kind*

**Agenda Item:** Ordinance 239, Amending Section 1140.40, Signs

**Summary:** The Old Log Theatre has submitted an application for a conditional use permit for signage on their property. Previously, the city amended its ordinance to address a prohibition to the alteration of on-premises signs located within residential districts identifying or advertising an establishment, person, activity, goods, products or series located on the premises where the sign is installed. Further review of the ordinance indicates additional changes are needed before the application can be considered by the city.

Like the previous amendment, the proposed changes would make an exception for a business operating under an approved conditional use permit. This exception would apply only to the Old Log Theatre.

The council approved the first reading of the ordinance at the 08-06-14 council meeting with one change underlined on the attached draft of the ordinance.

**Planning Commission Action:** Motion by Commissioner Conrad to recommend the council adopts ordinance, as amended by staff per the city attorney's direction. Commissioner Reeder seconded. Motion carried 5-0.

**Timeline:**

- ~~07-16-14~~ — ~~Planning commission discusses the ordinance and makes a recommendation to the city council.~~
- ~~08-06-14~~ — ~~City council approved 1st reading of the ordinance.~~
- 09-03-14 City council considers 2nd reading of the ordinance.
- 09-11-14 Ordinance published in Sun-Sailor (date ordinance goes into effect).

**Council Action:** No action required. Potential motions ...

1. I move the city council approves the 2nd reading of ordinance 239 as presented.
2. I move the city council approves the 2nd reading of Ordinance 239 with the following revisions: \_\_\_\_\_.
3. Other motion ???

*Greenwood code section 1215 requires 2 readings of all ordinances prior to adoption. The 2nd reading shall be within 3 months of the 1st reading. There may be changes between the 1st and 2nd readings. Ordinances go into effect once they are published in the city's official newspaper. The planning commission must review and make a recommendation to the city council regarding any changes to the zoning code chapter 11. A public hearing, typically held by the planning commission, also is required for changes to chapter 11.*

**AN ORDINANCE OF THE CITY OF GREENWOOD, MINNESOTA  
AMENDING GREENWOOD ORDINANCE CODE SECTION 1140.40 REGARDING SIGNS**

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

SECTION 1.

Greenwood ordinance code section 1140.40 subd. 5 prohibited signs paragraphs (k), (l), and (q) are amended to read as follows:

- “(k) Signs that have a structural member or other portion closer than 10 feet to a side lot line, permitted conditional use businesses in residential zones are excepted from this provision.
- (l) Signs intended to be for the purpose of business advertising in any residentially zoned areas, including window signs, permitted conditional use businesses are excepted from this provision.
- (q) Off-premise commercial signs whether located in a commercially or residentially zoned property, permitted conditional use businesses are excepted from this provision with the approval of the regulatory authority in control of the property in which the signage will be placed.”

SECTION 2.

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

Enacted by the city council of Greenwood, Minnesota this \_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_ AYES \_\_\_\_ NAYS

CITY OF GREENWOOD

By: \_\_\_\_\_  
Debra J. Kind, Mayor

Attest: \_\_\_\_\_  
Gus E. Karpas, City Clerk

First reading: August 6, 2014  
Second reading: \_\_\_\_\_, 2014  
Publication: \_\_\_\_\_, 2014



**Agenda Number: 7A**

**Agenda Date: 08-06-14**

*Prepared by Deb Kind*

**Agenda Item:** Consider Resolution 24-14, Building Permit Extension for 5100 Greenwood Circle

**Summary:** Section 300.25 of the Greenwood code states:

In addition to the expiration provisions of the State Building Code, every permit issued under this ordinance shall expire and become null and void one year after the date it is issued, unless the expiration date of the permit is extended by resolution of the city council.

Prior to the 08-06-14 city council meeting, Jim Pastor submitted a request to extend the building permit for his construction project at 5100 Greenwood Circle. The city council approved resolution 22-14 extending the permit to 09-03-14 with the condition that Mr. Pastor clean up his yard and submit a plan for completion of the project. The city clerk will give an update regarding these requests at the 09-03-14 council meeting. Attached is a draft of a new resolution 24-14 for the council's consideration.

**Council Action:** None required. Potential motions ...

1. I move the city council approves resolution 24-14 extending the building permit for 5100 Greenwood Circle to \_\_\_\_\_, 201\_\_.
2. I move the city council approves resolution 24-14 with the following revisions: \_\_\_\_\_.
3. Do nothing or other motion ???



**CITY OF GREENWOOD  
RESOLUTION NO. 24-14**

**RESOLUTION EXTENDING THE BUILDING PERMIT EXPIRATION DATE FOR  
5100 GREENWOOD CIRCLE**

**WHEREAS**, Greenwood ordinance code section 300.25 states, “In addition to the expiration provisions of the State Building Code, every permit issued under this ordinance shall expire and become null and void one year after the date it is issued, unless the expiration date of the permit is extended by resolution of the city council”; and

**WHEREAS**, Jim Pastor (the property owner) submitted a request to extend the building permit for the construction project at 5100 Greenwood Circle; and

**WHEREAS**, Mr. Pastor has cleaned up the yard and prepared a completion plan by the September 3, 2014 deadline.

**NOW THEREFORE, BE IT RESOLVED** that city council of the city of Greenwood, Minnesota hereby extends the expiration date for the building permit for 5100 Greenwood Circle to \_\_\_\_\_, 201\_\_.

**ADOPTED** by the city council of Greenwood, Minnesota this 3rd day of September 2014.

\_\_\_ AYES, \_\_\_ NAYS

CITY OF GREENWOOD

By: \_\_\_\_\_  
Debra J. Kind, Mayor

Attest: \_\_\_\_\_  
Gus E. Karpas, City Clerk



Agenda Number: **7B**

Agenda Date: **09-03-14**

*Prepared by Deb Kind*

**Agenda Item:** 2015 Excelsior Fire District Budget

**Summary:** The proposed 2015 Excelsior Fire District budget is attached. The budget calls for an overall 1.37% increase. However, since Greenwood property values went down more than some of the other EFD cities, the proposed budget means that Greenwood will have a -1.48% decrease in operations and a -5.79% decrease for facilities / capital costs, with an overall -3.47% decrease. Each city council in the district needs to take action on the budget. 3 of 5 cities must approve the operating budget. 4 of 5 cities must approve the facilities / capital budget.

	2014 Budget	2015 Budget	% Change
Fire Protection - Operations	70,517	69,474	-1.48%
Fire Side Lease - Facilities	60,371	56,878	-5.79%
	<b>130,888</b>	<b>126,352</b>	<b>-3.47%</b>

**Council Action:** Required. Potential motions ...

1. I move the council approves the 2015 Excelsior Fire District operating budget and facilities / capital budgets as presented.
2. Or another motion ???



**2015**

**Recommended**

**FINAL**

**Budget**

**CIP and Operating**

**Budget**

**August 14, 2014**



# Excelsior Fire District

*Proudly serving the Communities of:*

*Deephaven-Excelsior-Greenwood-Shorewood-Tonka Bay*

24100 Smithtown Road

Shorewood, MN. 55331

## FINAL Recommended 2015 Budget Summary

August 14, 2014

### • Overall Proposed 2015 Budget

- Operating Budget - \$893,180 / \$28,098 increase or 3.25% from 2014 Budget to 2015 Budget
  - This includes No Required Firefighter Relief Association (Pension) contribution again in 2015
  - Wage increases for Fire Chief, Fire Inspector and Administrative Specialist according to wage policy.
  - Wage increases for Firefighters
  - Addition of Part-Time Fire Inspector for Special Events
  - Employer benefit increases including health insurance and PERA.
- Capital Equipment Fund - \$ 170,000 (\$5,000 decrease or -2.86%)
  - Includes the following purchases in 2015:
    - Year two lease payment for new Engine 22 - \$87,337
    - Year four lease payment for SCBA Equipment - \$34,682
  - Includes lengthening the payments for two apparatus (Aerial 11 and Engine 11) to seven years instead of five years.
- Fire Facilities Fund - \$ 547,091 (\$ 1,369 decrease or -0.25%)
- Total 2015 Budget - \$1,610,271 (\$21,729 increase or 1.37%)

### • 1.37% overall increase in 2015 Budget from approved 2014 Budget

- \$21,729 increase over 2014 Budget
- Total 2015 Budget of \$1,610,271 reduced by the revenues identified below to reduce 2015 Municipal Contribution from \$1,610,271 to \$1,590,771, which results in a 1.42% increase from the adopted 2014 Municipal Contribution.
  - Interest income \$1,500
  - Refunds and Reimbursements \$12,000
  - Special Event Inspection Fees \$ 6,000

### • \$0 contribution from Operating Fund Reserves for Operating Expenditures

- This maintains a 39% unreserved fund balance and exceeds the adopted policy of 20-30% unreserved fund balance.

### • 1.42% overall increase in 2015 Municipal Contribution

- 2015 Proposed Municipal Contribution – \$1,590,771
- 2014 Proposed Municipal Contribution – \$1,568,508
- \$22,263 or 1.42% increase in 2015 Municipal Contribution

- | <u>Municipal Contribution Comparisons</u> | <u>2014</u>       | <u>2015</u>      | <u>Difference</u> |
|---|-------------------|------------------|-------------------|
| Deephaven                                 | \$ 433,492        | \$443,603        | \$ 10,111         |
| Excelsior                                 | \$ 166,924        | \$175,642        | \$ 8,718          |
| Greenwood                                 | \$ 130,888        | \$126,352        | \$ (4,536)        |
| Shorewood                                 | \$ 603,638        | \$613,471        | \$ 9,833          |
| Tonka Bay                                 | <u>\$ 233,566</u> | <u>\$231,704</u> | <u>\$ (1,862)</u> |
| Total                                     | \$1,568,508       | \$1,590,771      | \$ 22,263         |

- Fund Balance Summary**

**Projected Operating Fund Balances**

	<b>2013 Budget Actual</b>	<b>2014 Projected Budget</b>	<b>2015 Budget Proposed</b>
<b>January 1 Fund Reserve</b>	<b>339,821</b>	<b>368,503</b>	<b>361,569</b>
<b><u>EFD Annual Expenditures</u></b>			
Operating Fund Expenditures	807,347	865,082	893,180
Mandatory Fire Relief Contribution	27,529	0	0
CEP Fund Transfer	170,000	175,000	170,000
Facilities Fund Transfer	554,285	548,460	547,091
Building Fund Transfer	0	0	0
Fire Relief Fund Transfer	0	0	0
<b>Total Operating Fund Expenditures</b>	<b>1,559,161</b>	<b>1,588,542</b>	<b>1,610,271</b>
<b><u>EFD Annual Revenues</u></b>			
EFD Municipal Contributions	1,532,895	1,568,508	1,590,771
Interest Income	1,073	3,100	1,500
Other Revenues	26,346	10,000	18,000
Fire Relief Fund Transfer	27,529	0	0
Facilities Fund Transfer	0	0	0
<b>Total Operating Fund Revenues</b>	<b>1,587,843</b>	<b>1,581,608</b>	<b>1,610,271</b>
<b>Annual Surplus (Deficit)</b>	<b>28,682</b>	<b>(6,934)</b>	<b>0</b>
<b>December 1 Fund Reserve</b>	<b>368,503</b>	<b>361,569</b>	<b>361,569</b>
<b>Fund Reserve Percentage</b>	<b>42.59%</b>	<b>40.48%</b>	<b>39.30%</b>

**Fire District Auditor recommends a Operating Fund Reserve of 20-30% of budgeted expenditures.**

**Excelsior Fire District**

Budget FY 2015 **FINAL Recommended - August 14, 2014**  
 Comparison with Previous Years  
 With 2014 Projected

Account Code	Object Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Budget Adopted	2014 Budget Projected	2015 Requested Budget	2015 Requested Dollar increase	Percent Change From 14 Adopted
<b>Fund 230</b>	<b>FIRE OPERATING FUND</b>									
<b>Dept't 42200</b>	<b>Fire Operations</b>									
<b>Personal Services</b>										
230-42200-101	Employees Regular	129,524	128,444	135,373	144,374	145,106	145,106	153,978	8,872	6.11%
230-42200-103	Part-Time Employees	15,480	15,795	15,672	16,321	19,021	19,021	25,326	6,305	33.15%
230-42200-106	Firefighter's Salaries	149,895	142,573	150,892	150,720	169,929	169,929	182,060	12,131	7.14%
230-42200-107	Fire Officer's Salaries	26,891	31,626	32,655	33,210	34,694	34,694	35,909	1,215	3.50%
230-42200-108	Part-Time Fire Inspector	-	-	-	-	-	-	-	-	-
230-42200-121	PERA	19,195	19,414	20,419	21,845	23,581	23,581	26,435	2,854	12.10%
230-42200-122	FICA/MC	19,950	18,358	20,159	11,957	19,213	19,213	20,845	1,632	8.49%
230-42200-131	Employer Paid Health	20,834	25,188	22,117	23,385	28,755	28,755	27,920	(835)	-2.90%
230-42200-133	Employer Paid Life Insurance	25	23	23	23	24	24	24	-	0.00%
230-42200-151	Worker's Comp Insurance	17,268	18,952	19,966	25,239	27,825	27,825	28,000	175	0.63%
	<b>Total Personal Services</b>	<b>399,062</b>	<b>400,373</b>	<b>417,276</b>	<b>427,074</b>	<b>468,148</b>	<b>468,148</b>	<b>500,497</b>	<b>32,349</b>	<b>6.91%</b>
<b>Pension</b>										
230-42200-170	Firefighter Pension Contribu	58,554	88,124	14,907	27,529	-	-	-	-	-
<b>Supplies</b>										
230-42200-200	Office Supplies	3,081	4,378	3,496	3,730	4,000	4,000	4,000	-	0.00%
230-42200-212	Motor Fuels	11,775	13,462	15,224	14,003	16,000	16,000	16,000	-	0.00%
230-42200-217	Clothing	17,693	19,201	32,542	26,850	25,950	25,950	27,950	2,000	7.71%
230-42200-220	Repair/Maint. Supplies	6,002	4,652	7,672	6,891	7,000	7,000	7,000	-	0.00%
230-42200-221	First Aid Supplies	3,388	1,434	1,999	3,160	2,500	2,500	2,500	-	0.00%
230-42200-222	Firefighting Supplies	8,576	10,837	13,939	18,239	10,000	10,000	11,000	1,000	10.00%
230-42200-241	Fire Prevention Tools	5,389	5,003	5,990	4,543	5,200	5,200	5,000	(200)	-3.85%
	<b>Total Supplies</b>	<b>55,904</b>	<b>58,967</b>	<b>80,862</b>	<b>77,416</b>	<b>70,650</b>	<b>70,650</b>	<b>73,450</b>	<b>2,800</b>	<b>3.96%</b>
<b>Professional Services</b>										
230-42200-304	Legal	75	1,425	193	-	3,000	3,000	3,000	-	0.00%
230-42200-307	Fiscal Management Fees	18,000	18,000	17,000	16,000	16,000	16,000	16,480	480	3.00%
230-42200-311	Auditing	7,730	9,825	9,550	9,797	11,000	11,000	11,000	-	0.00%
230-42200-312	Refuse & Recycling Collecti	976	1,244	1,573	1,847	1,500	1,500	1,800	300	20.00%
230-42200-313	Janitorial Services	8,123	5,720	6,307	6,038	7,500	7,500	7,000	(500)	-6.67%
230-42200-318	Medical Fees	6,585	5,443	6,406	6,312	7,000	7,000	7,000	-	0.00%
230-42200-319	Professional Services	18,076	25,649	15,738	25,579	28,504	28,504	29,704	1,200	4.21%
	<b>Total Professional Services</b>	<b>59,565</b>	<b>67,306</b>	<b>56,767</b>	<b>65,573</b>	<b>74,504</b>	<b>74,504</b>	<b>75,984</b>	<b>1,480</b>	<b>1.99%</b>
<b>Other Services and Charges</b>										
230-42200-321	Telephone/Communications	21,552	22,967	23,284	22,066	28,400	28,400	27,600	(800)	-2.82%
230-42200-322	Postage	379	455	382	654	500	500	500	-	0.00%
230-42200-323	Radio Units	24,787	17,526	27,957	25,329	27,500	27,500	28,500	1,000	3.64%
230-42200-331	Conferences	1,237	6,544	5,549	5,795	5,700	5,700	6,000	300	5.26%
230-42200-332	Mileage	21	13	-	74	200	200	200	-	0.00%
230-42200-333	Meeting Expenses	2,474	3,690	4,292	5,134	3,000	3,000	4,000	1,000	33.33%
230-42200-334	Training & Schools	18,746	28,786	24,863	27,302	25,700	25,700	25,500	(200)	-0.78%
230-42200-350	Printing & Publishing	1,020	696	1,071	1,272	1,100	1,100	1,100	-	0.00%
230-42200-360	Insurance	27,860	25,573	25,917	26,702	30,000	30,000	30,000	-	0.00%
230-42200-381	Electric Utilities	32,507	32,314	31,114	34,658	34,500	34,500	34,800	300	0.87%
230-42200-383	Gas Utilities	14,950	13,432	10,629	12,814	15,000	15,000	14,000	(1,000)	-6.67%
230-42200-386	Water and Sewer Utilities	924	731	1,211	999	1,100	1,100	1,100	-	0.00%
230-42200-401	Repairs & Maint. Contracte	23,355	32,567	36,624	35,392	39,036	39,036	27,600	(11,436)	-29.30%
230-42200-404	Repairs/Maint. Machinery/E	25,066	29,983	19,953	28,032	23,750	23,750	25,450	1,700	7.16%
230-42200-405	Fire Equipment Maintenanc	7,346	21,210	9,558	6,967	11,245	11,245	11,245	-	0.00%
230-42200-430	Misc Expenses (Bank)	455	499	481	843	1,220	1,220	1,220	-	0.00%
230-42200-433	Dues and Subscriptions	2,454	2,391	2,458	3,251	3,829	3,829	4,434	605	15.80%
230-42200-439	Contingency	-	-	-	-	-	-	-	-	-
230-42200-440	Fund Balance/ Reserve	-	-	-	-	-	-	-	-	-
	<b>Total Other Services</b>	<b>205,133</b>	<b>239,377</b>	<b>225,343</b>	<b>237,284</b>	<b>251,780</b>	<b>251,780</b>	<b>243,249</b>	<b>(8,531)</b>	<b>-3.39%</b>
	<b>Total Operating Budget</b>	<b>778,218</b>	<b>854,147</b>	<b>795,155</b>	<b>834,876</b>	<b>865,082</b>	<b>865,082</b>	<b>893,180</b>	<b>28,098</b>	<b>3.25%</b>
<b>Capital Outlay</b>										
230-42200-720	Building Fund Transfer	25,000	-	-	-	-	-	-	-	-
230-42200-720	Fire Relief Fund Transfer	62,000	-	27,529	-	-	-	-	-	-
230-42200-720	Capital Equip Transfer	155,000	160,000	165,000	170,000	175,000	175,000	170,000	(5,000)	-2.86%
230-42200-720	Fire Facilities Transfer	552,859	553,329	554,567	554,285	548,460	548,460	547,091	(1,369)	-0.25%
		794,859	713,329	747,096	724,285	723,460	723,460	717,091	(6,369)	-0.88%
	<b>Totals Fund 230 Fire Operating</b>	<b>1,573,077</b>	<b>1,567,476</b>	<b>1,542,251</b>	<b>1,559,161</b>	<b>1,588,542</b>	<b>1,588,542</b>	<b>1,610,271</b>	<b>21,729</b>	<b>1.37%</b>
<b>Operating Revenue</b>										
34202	Municipal Contribution	1,482,686	1,511,751	1,516,291	1,532,895	1,568,508	1,568,508	1,590,771		
36210	Interest Income	3,392	3,209	1,592	1,073	3,100	3,100	1,500		

36228	Refunds and Reimburseme	10,031	27,046	24,464	26,346	10,000	10,000	12,000	
39203	Special Events	-	-	-	-	-	-	6,000	
39203	Fund Transfers	40,000	62,000	22,956	27,529	-	-	-	
	<b>Total Revenue</b>	<u>1,536,109</u>	<u>1,604,006</u>	<u>1,565,303</u>	<u>1,587,843</u>	<u>1,581,608</u>	<u>1,581,608</u>	<u>1,610,271</u>	
	<b>Balance</b>	<u>(36,968)</u>	<u>36,530</u>	<u>23,052</u>	<u>28,682</u>	<u>(6,934)</u>	<u>(6,934)</u>	<u>-</u>	
	<b>Balance, January 1st</b>	<u>317,207</u>	<u>280,239</u>	<u>316,769</u>	<u>339,821</u>	<u>368,503</u>	<u>368,503</u>	<u>361,569</u>	
	<b>Balance, December 31st</b>	<u>280,239</u>	<u>316,769</u>	<u>339,821</u>	<u>368,503</u>	<u>361,569</u>	<u>361,569</u>	<u>361,569</u>	
						(2014 vs. 2015 Contribution) =	1,568,508	1,590,771	1.42%
						<b>City Contribution increase from 2014</b>		<b>22,263</b>	

**EXCELSIOR FIRE DISTRICT**  
**2015 FINAL Recommended Operating Budget**  
 August 14, 2014

**CATEGORY**

**PERSONAL SERVICES**

	Detail Item Amount		Line Item Total	Category Total
101 Employees Regular (Full-time)			153,978	
Fire Chief	102,946	4.50%		
Fire Inspector	51,032	9.60%		
103 Part Time employees			25,326	
Administrative Specialist	19,874	4.50%		
\$19.11/hr x 20 hours per week				
PT Fire Inspector (May to October)	5,451			
20.19/hr x 10 hours per week	27 weeks			
106 Firefighters Salaries			182,060	
East Call Pay				
\$12 x 220 x 8 x 1 1/4 hrs	26,400			
East Drill Pay				
\$24 x 50 x 15	18,000			
West Call Pay				
\$12 x 450 x 14 x 11/4 hrs	94,500			
West Drill Pay				
\$24 x 50 x 22	26,400			
Duty Officer Pay				
\$40 per day x 365	14,600			
\$24 per call x 90	2,160			
Duty Crew				(29,952)
Duty Crew Coverage				
\$12 / hr x 4 people x 12 hrs / week / x 52 weeks				
6 pm - 12 am Friday night and 6 pm - 12 am Saturday night				
107 Fire Officer's Salaries			35,909	
Assistant Chief	5,936	3.00%		
Battalion Chiefs (2)	8,629	4386 TO and 4160 CH3		
Captains (5)	12,886	3.00%		
Apparatus Coordinator	3,440	3.00%		
Ast. Apparatus Coord.	1,142	3.00%		
Coordinators (6)	3,876	3.00%		
121 PERA			26,435	
Chief	16,677			
Fire Inspector	8,267			
Administrative Specialist	1,491			
122 FICA			15,084	
Firefighters	11,288			
PT Fire Inspector	338			
Administrative Specialist	1,232			
Fire Officers (10)	2,226			
123 Medicare			5,761	
Chief	1,493			
FT Fire Inspector	740			
PT Fire Inspector	79			
Firefighters	2,640			
Fire Officers (10)	521			
Administrative Specialist	288			
131 Health Insurance			27,920	
Chief	15,061	13%		
Fire Inspector	12,859	13%		
133 Life Insurance			24	
Chief	12			
Fire Inspector	12			
151 Workers Compensation			28,000	
<b>TOTAL PERSONAL SERVICES</b>				<b>500,497</b>

**CATEGORY**

**PENSION**

	Detail Item Amount		Line Item Total	Category Total
Firefighter Pension Contribution	-		-	-

Note: None required for 2015



CATEGORY									
OTHER SERVICES AND CHARGES									
		Detail Item Amount				Line Item Total		Category Total	
321	Communications					27,600			
	Telephone	18,500							
	Cell Phones	3,000							
	Pagers (4 @ 475)	1,900							
	Pager Repair	1,200							
	Internet	1,400							
	MDC Air Cards	800							
	IPAD Connectivity	800							
322	Postage					500			
323	Radio Units					28,500			
	Hennepin County Radio Lease	27,000							
	Hennepin County Radio Repair	500							
	MDC Maintenance	1,000							
331	Conferences					6,000			
	Mn Fire Dept. Conference	750							
	Mn Fire Chief's Conference	1,000							
	Chiefs Conference								
	Fire Department Instr. Conf.	3,600							
	Emergency Mgmt Conf.	400							
	Fire Inspectors Conference	250							
332	Mileage and Travel					200			
333	Meeting Expenses					4,000			
334	Training Expenses					25,500			
	Training Tower / Simulator	2,000			(Traded services for Donation)				
	EMT (4 @ 1300)	5,200							
	EMT Refresher	5,600							
	FFI				Now funded fully by MBFTE				
	FFII	1,200							
	Haz-Mat Ops	2,000							
	Vo-Tech Schools	1,500							
	State Sectional Schools	2,000							
	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							
	Blue Card ICS Training	2,700							
	Training Equipment	1,000							
350	Printing And Publishing					1,100			
	Call Sheets	425							
	Film & Developing	100							
	Stationary	350							
	Printer cartridges	225							
	Other Printing								
360	Insurance					30,000			
381	Electric Utilities					34,800			
383	Gas Utilities					14,000			
386	Water and Sewer Utilities					1,100			
401	Building Repair					27,600			
	Annual Maintenance	20,450							
	Sprinkler Alarm Inspection / Testing (Contractor Eval)	5,300							
	Elevator Inspection	1,850							
	TV replacements at Station #1				1,500				
	Station 1 Ice Jam Repair				5,000				
	Station 1 Outside landscape work				4,000				
	Station 1 Painting				4,000				
	Station 2 bathroom countertops				2,500				
	Caulking Repair outside structure				8,000				
404	Repair And Maintenance Of Apparatus					25,450			
	Truck Repair	14,000							
	Pump Testing	2,400							
	Service	5,500							
	Major Repairs	2,700							
	Supplies	850							

<b>CATEGORY</b>									
<b>OTHER SERVICES AND CHARGES (Cont.)</b>									
			<b>Detail Item Amount</b>			<b>Line Item Total</b>		<b>Category Total</b>	
405	Fire Equipment Maintenance					11,245			
	Compressor Service		1,500						
	Air		575						
	Gas Powered Equipment		500						
	SCBA Service		3,720						
	31 packs @\$120/per pack								
	Fit Testing								
	SCBA Flow Testing								
	SCBA Hydro Testing								
	SCBA Maintenance		1,200						
	Ladder Testing		2,000						
	Hose Testing		200						
	Air Monitor		750						
	Air Monitor Calibration		300						
	Maint. Agreement Fitness Room		500						
430	Misc Expenses					1,220			
	Bank Expenses		500						
	Payroll Direct Deposit Fees		720						
433	Dues And Subscriptions					4,434			
	Nat. Volunteer Fire Council		30						
	IAFC/INT Assoc Of Fire Chiefs		210						
	Int Assn Of Arson Investigators		50						
	NAFI		40						
	Mn Chapter IAAI		25						
	Mn State Fire Chiefs Assoc		130						
	ACFEI		130						
	MSFDA		330						
	Fire Marshals Assoc Of Mn (2)		70						
	NFPA								
	ACS Firehouse Solutions		730						
	Hennepin County Fire Chiefs		20						
	Hennepin County Fire Chiefs (FIT		500						
	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						
	Excelsior Rotary		1,250						
439	Contingency								
440	Fund Balance / Reserve					-			
<b>TOTAL OTHER SERVICES AND CHARGES</b>								<b>243,249</b>	
<b>TOTAL OPERATING BUDGET</b>								<b>893,180</b>	
<b>CAPITAL OUTLAY</b>									
560	Furniture And Equipment								
570	Office Equipment								
<b>TOTAL CAPITAL OUTLAY</b>									
<b>CAPITAL TRANSFERS</b>									
	Equipment Transfers					170,000			
	720 Facilities Transfers					547,091			
* The Bond payment was decreased from the 2014 amount of \$548,460 to \$547,091 in 2015									
<b>TOTAL CAPITAL TRANSFERS</b>								<b>717,091</b>	
<b>TOTAL CAPITAL</b>								<b>717,091</b>	
<b>TOTAL BUDGET AMOUNT</b>								<b>1,610,271</b>	
<b>OPERATING REVENUE</b>									
230-34202	Municipal Contribution					1,590,771		1,591,771	
20-36210	Interest income					1,500			
230-36228	Refunds and Reimbursements					12,000			
230-39203	Fire Relief Fund Transfer					-			
	Special Events					6,000			
<b>TOTAL OPERATING REVENUES</b>								<b>1,610,271</b>	

# Excelsior Fire District (RECOMMENDED FINAL) Proposed Budget 2015

Allocation by City using Joint Powers Agreement funding formula for 2015

\$874,680 Operating  
\$716,091 Building

	<u>Tax Capacity Payable 2014</u>		<u>Sum of all</u>		<u>Cities' Calculated</u>	
	<u>Dollars</u>	<u>Percent</u>	<u>Factors</u>	<u>Per JPA</u>	<u>Share of Cost</u>	<u>Total</u>
Deephaven	\$10,338,938	27.89%	27.89%		\$243,914	\$199,689
Excelsior	\$4,093,637	11.04%	11.04%		\$96,576	\$79,066
Greenwood	\$2,944,848	7.94%	7.94%		\$69,474	\$56,878
Shorewood**	\$14,298,012	38.56%	38.56%		\$337,315	\$276,156
Tonka Bay	\$5,400,256	14.57%	14.57%		\$127,401	\$104,302
	<u>\$37,075,691</u>	<u>100%</u>	<u>100.00%</u>		<u>\$874,680</u>	<u>\$716,091</u>
						<u>\$1,590,771</u>

(Using 2013 Hemepin County Assessors' valuations as of March 27, 2013)  
xx -- Total 2011 Tax Capacity less reduction for The Islands served by the Mound FD.

## Quarterly Billings

	<u>Operations</u>	<u>Buildings</u>	<u>Total</u>
Deephaven	\$ 60,978.38	\$ 49,922.34	\$ 110,900.72
Excelsior	\$ 24,144.00	\$ 19,766.43	\$ 43,910.44
Greenwood	\$ 17,368.52	\$ 14,219.42	\$ 31,587.94
Shorewood**	\$ 84,328.74	\$ 69,039.02	\$ 153,367.76
Tonka Bay	\$ 31,850.36	\$ 26,075.54	\$ 57,925.90
			\$ 397,692.75

**2015**  
**Recommended FINAL Proposed Budget Contribution with 2015 JPA Formula**  
**Summary of Percentage Increase by City**

<b>2015 Operating Budget and \$175,000 Capital Transfer</b>									
<b>2015 Formula</b>									
<b>City</b>	<b>2013 Contribution</b>	<b>2014 Contribution</b>	<b>Increase</b>	<b>% Increase from 2013</b>	<b>2015 Proposed</b>	<b>Increase</b>	<b>% Increase from 2014</b>		
Deephaven	\$ 413,855.00	\$ 433,492.00	\$ 19,637.00	4.74%	\$ 443,603.00	\$ 10,111.00	2.33%		
Excelsior	\$ 156,989.00	\$ 166,924.00	\$ 9,935.00	6.33%	\$ 175,642.00	\$ 8,718.00	5.22%		
Greenwood	\$ 122,948.00	\$ 130,888.00	\$ 7,940.00	6.46%	\$ 126,352.00	\$ (4,536.00)	-3.47%		
Shorewood	\$ 608,800.00	\$ 603,638.00	\$ (5,162.00)	-0.85%	\$ 613,471.00	\$ 9,833.00	1.63%		
Tonka Bay	\$ 230,303.00	\$ 233,566.00	\$ 3,263.00	1.42%	\$ 231,704.00	\$ (1,862.00)	-0.80%		
<b>Total Contribution</b>	<b>\$ 1,532,895.00</b>	<b>\$ 1,568,508.00</b>	<b>\$ 35,613.00</b>	<b>2.32%</b>	<b>\$ 1,590,772.00</b>	<b>\$ 22,264.00</b>	<b>1.42%</b>		
<b>Tax Capacity Information</b>									
<b>City</b>	<b>2013 Values</b>	<b>2014 Values</b>	<b>\$ Change</b>	<b>% Change from 2013</b>					
Deephaven	\$10,373,559	\$10,338,938	(\$34,621)	-0.33%					
Excelsior	\$3,994,527	\$4,093,637	\$99,110	2.48%					
Greenwood	\$3,132,192	\$2,944,848	(\$187,344)	-5.98%					
Shorewood	\$14,445,211	\$14,298,012	(\$147,199)	-1.02%					
Tonka Bay	\$5,589,291	\$5,400,256	(\$189,035)	-3.38%					
<b>Totals</b>	<b>\$37,534,780</b>	<b>\$37,075,691</b>	<b>(\$459,089)</b>	<b>-1.22%</b>					
<b>City</b>	<b>2011 Values</b>	<b>2012 Values</b>	<b>\$ Change</b>	<b>% Change from 2011</b>					
Deephaven	\$11,178,216	\$10,838,330	(\$339,886)	-3.04%					
Excelsior	\$4,225,376	\$4,111,332	(\$114,044)	-2.70%					
Greenwood	\$3,426,333	\$3,219,849	(\$206,484)	-6.03%					
Shorewood	\$15,868,696	\$15,943,687	\$74,991	0.47%					
Tonka Bay	\$6,389,349	\$6,031,328	(\$358,021)	-5.60%					
<b>Totals</b>	<b>\$41,087,970</b>	<b>\$40,144,526</b>	<b>(\$943,444)</b>	<b>-2.30%</b>					

## Excelsior Fire District 2015 - 2035 Capital Improvement Program

Recommended FINAL CIP Budget August, 2014		Date Acquired	Original Cost	Life Bench mark	Proj Repl Date	Proj Equip Costs	Proj Finance Costs	Proj Apparatus Costs	Total Cost of Apparatus	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035				
Beginning Apparatus/Equip Balance									62,612	62,842	100,681	81,095	169,528	205,900	260,181	291,547	339,758	294,433	332,202	234,226	194,290	36,516	46,587	87,478	185,688	206,242	316,707	238,183	259,628	200,003	195,305	228,607	308,013					
<b>APPARATUS</b>																																						
#23 - Inspector Vehicle	2008	31,805	9 yrs	2016	9500	0	27000	36500																														
#25 - Duty Vehicle	2010	32,500	9 yrs	2019	10500	0	27000	37500						36,500										39,500										42,500				
#26 - Chief Vehicle	2013	37,744	9 yrs	2022	10500	0	28000	38500																														
#21 - Rescue/Utility 21	2005	40,000	15 yrs	2025	4000	0	44000	48000			37,744																											
#16 - Rescue 12 - Excursion	2002	37,500	15 yrs	2023	3500	0	42000	45500																														
#17 - Utility 11 -PAU Truck	2002	37,500	17 yrs	2021	0	0	42000	42000																														
#24 - Heavy Rescue/Rescue 11	2009	284,688	20 yrs	2029	25000	63492	430000	518492	65,998	65,998	65,997																											
#27 - Engine 22	2013	425,000	20 yrs	2033	35000	95000	480000	610000																														
#15 - Aerial 11	1998	421,000	20 yrs	2018	35000	263340	700000	998340			210,147	297,647	87,337	87,337	87,337	87,337																						
#18 - Engine 11	2002	327,000	21 yrs	2023	30000	174780	450000	654780																														
#22 - Engine 21	2007	309,000	21 yrs	2028	35000	111540	480000	626540	74,032																													
#19 - Tanker 11	2002	181,000	25 yrs	2027	25000	53100	220000	298100																														
Tank for Rescue 21	2008	5,000		2025	5000	0	0	5000																														
Hazmat Trailer	2004	40,000	15 yrs	2019	20000	0	10000	30000																														
Snowmobile (replace with ATV)	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 - Utility 12	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					0																														
Equipment Lease Costs																																						
<b>Total Apparatus Expenses</b>									140,030	276,145	401,388	104,337	87,337	123,837	133,337	142,620	210,120	142,620	203,620	181,120	281,660	252,660	186,040	93,540	153,160	313,660	396,858	283,318	324,818	268,698	225,698	164,500	122,000					
<b>EQUIPMENT</b>																																						
Air Pack (SCBA) Replacement	2011	166,000	10 yrs		166000	16600	0	182600	34,682	34,682	34,682	34,682	34,682																									
Extrication Tool (Station #2)	2007	28,000	15 yrs																																			
Extrication Tool (Station #1)	2009	29,239	15 yrs					75000																														
Upgrade Radio System	2003							90000																														
Air monitors								5000																														
Defibrillators (5)		8,000						50000																														
Miscellaneous Equip. (TIC)								50000		12,198	6,099		15,000		15,000		10,000						10,000															
Training Equipment								10000																														
<b>Total Equipment Expenses</b>									34,682	46,880	40,781	34,682	49,682	-	15,000	-	20,000	-	73,000	38,000	75,000	48,000	38,000	20,000	10,000	-	20,000	-	40,000	40,000	45,000	60,000	40,000					
<b>BUILDINGS</b>																																						
Building Fund	2004							1,200,000																														
<b>Total Building Expenses</b>																																						
<b>Total Expenses</b>									174,712	323,025	442,169	139,019	137,019	123,837	148,337	142,620	230,120	142,620	276,620	219,120	356,660	600,660	524,040	413,540	463,160	313,660	416,858	283,318	364,818	308,698	270,698	224,500	162,000					
<b>REVENUES</b>																																						
Interest Income									927	466	484	952	3,391	4,118	5,204	5,831	6,795	5,889	6,644	4,685	3,886	730	932	1,750	3,714	4,125	6,334	4,764	5,193	4,000	4,000	3,906	4,572					
Sale of Used Equipment									14,015		10,000	1,500	-	4,000	4,500	15,000	8,000	4,500	2,000	4,500	25,000		4,000		20,000	20,000	32,000											
Donations / Transfers										17,040		50,000																										
Equipment Lease Proceeds																																						
Cities Contribution																																						
<b>Total Revenues</b>									160,000	165,000	170,000	175,000	170,000	170,000	170,000	170,000	170,000	170,000	170,000	170,000	170,000	170,000	170,000	170,000	170,000	170,000	170,000	170,000	170,000	170,000	170,000	170,000	170,000	170,000	170,000	170,000	170,000	
Year End Apparatus/Equip Balance									62,842	100,681	81,095	169,528	205,900	260,181	291,547	339,758	294,433	332,202	234,226	194,290	36,516	46,587	87,478	185,688	206,242	316,707	238,183	259,628	200,003	195,305	228,607	308,013	450,585					

**Notes:**

1. Interest Income estimated at 2.0% to FY 2035.

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 EFRRA relief funds



**Agenda Number: 7C**

**Agenda Date: 09-03-14**

*Prepared by Deb Kind*

**Agenda Item:** Resolution 25-14, Approving 2015 Preliminary Tax Levy

**Summary:** The updated draft of the 2015 budget based on the council's 08-06-14 worksession discussion is included in the worksession section of the 09-03-14 council packet. This draft of the budget includes a tax levy of \$643,567 -- a slight -.05% reduction from 2014. Further changes may be made to the budget and levy amount based on the discussion held at the worksession and regular meeting on 09-03-14. The PRELIMINARY tax levy must be approved at the 09-03-14 council meeting. Once the preliminary tax levy amount is set, the amount may be decreased, but it cannot be increased when the final levy is approved at the 12-03-14 council meeting.

**Council Action:** Required. Suggested motion ...

1. I move the council approves resolution 25-14 approving \$\_\_\_\_\_ as the preliminary tax levy for taxes collectible in 2014.

**CITY OF GREENWOOD  
RESOLUTION 25-14**

**A RESOLUTION APPROVING PROPOSED TAX LEVY COLLECTIBLE IN 2015.**

**BE IT RESOLVED** by the council of the city of Greenwood, county of Hennepin, Minnesota, that the below sum of money is the amount proposed to be levied for the current year, collectible in 2015, upon taxable property in the city of Greenwood for the following purpose: General Fund

**TOTAL:** \$ \_\_\_\_\_

The city clerk is hereby instructed to transmit a certified copy of this resolution to the county auditor of Hennepin County, Minnesota.

**ADOPTED** by the city council of Greenwood, Minnesota, this \_\_\_ day of September, 2014.

\_\_\_ AYES \_\_\_ NAYS

CITY OF GREENWOOD

By: \_\_\_\_\_  
Debra J. Kind, Mayor

Attest: \_\_\_\_\_  
Gus E. Karpas, City Clerk



Agenda Number: **7D**

Agenda Date: **09-03-14**

Prepared by *Deb Kind*

**Agenda Item:** 1st Reading, Ordinance 240, Updating Chapter 5 Fee Schedule

**Summary:** The draft of the fee ordinance based on the council's 08-06-14 worksession discussion is included in the worksession section of the 09-03-14 council packet. Further changes may be made based on the discussion held at the 2nd worksession and regular meeting on 09-03-14.

**Ordinance 240 Timeline:**

- 09-03-14 City council considers the 1st reading of the ordinance.
- 10-01-14 City council considers the 2nd reading of the ordinance.
- 10-02-14 Ordinance submitted to Sun-Sailor (if approved).
- 10-09-14 Ordinance published in Sun-Sailor (the ordinance goes into effect the date it is published).

**Council Action:** None required. Potential motions ...

1. I move the city council approves the 1st reading of ordinance 240 as presented.
2. I move the city council approves the 1st reading of ordinance 240 with the following revisions: \_\_\_\_\_.
3. I move the city council directs the planning commission to review, hold a public hearing, and make a recommendation regarding ordinance 240.
4. Other motion ???

*Greenwood code section 1215 requires 2 readings of all ordinances prior to adoption. The 2nd reading shall be within 3 months of the 1st reading. There may be changes between the 1st and 2nd readings. Ordinances go into effect once they are published in the city's official newspaper. The planning commission must review and make a recommendation to the city council regarding any changes to the zoning code chapter 11. A public hearing, typically held by the planning commission, also is required for changes to chapter 11.*



**Agenda Number: 7E**

**Agenda Date: 09-03-14**

*Prepared by Deb Kind*

**Agenda Item:** Lake Minnetonka Communications Commission 2015 Budget and Joint Powers Agreement

**Summary:** Attached is the cover letter and proposed 2015 budget for the Lake Minnetonka Communications Commission. The LMCC budget is funded with franchise fees paid by cable users (not by tax dollars). The LMCC needs approval of the majority of the member cities to proceed with the proposed budget. A copy of the minutes showing the council action regarding the budget needs to be forwarded to the LMCC for their records.

Also attached is the cover letter and proposed new Joint Powers Agreement for the Lake Minnetonka Communications Commission. Greenwood's LMCC representatives (Councilman Fletcher and Mayor Kind) were instrumental in drafting this new agreement and recommend approval. Eight or more of the member cities must approve and sign the agreement before it goes into effect.

**Council Action:** Required. Suggested motion ...

1. I move the council approves the 2015 Lake Minnetonka Communications Commission budget as presented and directs staff to forward a copy of the 09-03-14 council minutes to the LMCC.
2. I move the council approves the 08-14-14 draft of the Lake Minnetonka Communications Commission Joint and Cooperative Agreement II and authorizes the mayor and city clerk to sign two copies of the agreement and forward one copy to the LMCC.
3. Other motion ???



# LMCC

LAKE MINNETONKA COMMUNICATIONS COMMISSION

4071 SUNSET DRIVE ■ BOX 385 ■ SPRING PARK, MN 55384-0385 ■ 952.471.7125 ■ FAX 952.471.9151 ■ [lmcc@lmcc-tv.org](mailto:lmcc@lmcc-tv.org)

August 20, 2014

DEEPHAVEN

RE: Approval of LMCC 2015 Budget

EXCELSIOR

Dear Mayor and Council Members:

GREENWOOD

The Lake Minnetonka Communications Commission (LMCC) unanimously passed the enclosed budget for 2015 at the Full LMCC Commission Meeting on August 14, 2014. This budget is not funded with tax dollars, but rather a cable company franchise fee paid annually to the LMCC. We are also receiving a PEG (public, educational, governmental) access fee.

INDEPENDENCE

LONG LAKE

LORETTO

Regarding city approval of the budget, I am submitting the budget to all city members of the LMCC for review and approval according to our Joint Powers Agreement. "The Commission shall annually formulate a proposed budget for the ensuing calendar year by August 31 and shall promptly provide such proposed budget to each Member City. The budget shall be effective unless rejected by a majority of the Member Cities with 45 days after its receipt." Please send me the minutes or resolution of your voting actions regarding the LMCC Budget as we keep a record of approval on file at the LMCC Offices.

MAPLE PLAIN

MEDINA

MINNETONKA  
BEACH

If you have any questions regarding the 2015 Budget please direct them to me, Sally Koenecke, at [sally@lmcc-tv.org](mailto:sally@lmcc-tv.org) or 952-471-7125.

MINNETRISTA

ORONO

Thank you for your continued support and use of the television facilities and your participation in the programming of city council meetings, your city events, and all election coverage of candidates and other city related programs.

ST. BONIFACIUS

Sincerely,

SHOREWOOD

LAKE MINNETONKA COMMUNICATIONS COMMISSION

SPRING PARK

TONKA BAY

Sally Koenecke  
Executive Director

VICTORIA

WOODLAND

Enclosure: LMCC 2015 Annual Budget

**Lake Minnetonka Communications Commission  
Budget Comparison**

**PROPOSED**

	2015	2014	\$ change + / (-)
<b>Budgeted Revenues</b>			
Franchise fees	273,274	313,739	(40,465)
PEG fees	69,564	79,398	(9,834)
Mound Usage fees	47,385	49,816	(2,431)
Studio Rental	2,000	2,000	0
All other	2,000	2,000	0
<b>Total Budgeted revenues</b>	<b>394,223</b>	<b>446,953</b>	<b>(52,730)</b>
<b>Total Budget - Personnel Expenses</b>	<b>292,107</b>	<b>296,058</b>	<b>(3,951)</b>
<b>Total Budget - Expenses</b>	<b>92,507</b>	<b>98,942</b>	<b>(6,435)</b>
<b>Total Budget - All Expenses</b>	<b>384,614</b>	<b>395,000</b>	<b>(10,386)</b>
<b>Capital equipment expenditures budget</b>	<b>63,761</b>	<b>55,000</b>	<b>8,761</b>
<b>Allocated Contingency</b>	<b>15,000</b>	<b>50,000</b>	<b>(35,000)</b>
<b>Total Budget - All expenses + Capital + Allocated Contingency</b>	<b>463,375</b>	<b>500,000</b>	<b>(36,625)</b>

**Lake Minnetonka Communications Commission  
Projected Fund Balance**

**PROPOSED**

	2015	2014	\$ change + / (-)
Opening Fund balance	323,161	376,208	(53,047)
Plus - unspent prior year Allocated Contingency	30,000	0	30,000
<b>Total Opening Fund Balance</b>	<b>353,161</b>	<b>376,208</b>	<b>(23,047)</b>
<b>Projected Revenues</b>	<b>394,223</b>	<b>446,953</b>	<b>(52,730)</b>
<b>Total Fund balance available</b>	<b>747,384</b>	<b>823,161</b>	<b>(75,777)</b>
<b>Projected Expenses</b>	<b>384,614</b>	<b>395,000</b>	<b>(10,386)</b>
<b>Projected Capital Outlay</b>	<b>63,761</b>	<b>55,000</b>	<b>8,761</b>
<b>Allocated Contingency &amp; Special Projects</b>	<b>15,000</b>	<b>50,000</b>	<b>(35,000)</b>
<b>Fund balance after expenses, capital outlay, allocated contingency and special projects</b>	<b>284,009</b>	<b>323,161</b>	<b>(39,152)</b>

Lake Minnetonka Communications Commission

**PROPOSED**

2015 Budget Detail

	2015	2014	\$ change + / (-)
<b>Budgeted Revenues</b>			
Franchise fees	273,274	313,739	(40,465)
PEG fees	69,564	79,398	(9,834)
Mound Usage fees	47,385	49,816	(2,431)
Studio Rental	2,000	2,000	0
All other	2,000	2,000	0
<b>Total Budgeted revenues</b>	<b>394,223</b>	<b>446,953</b>	<b>(52,730)</b>
Salaries	224,970	253,128	(28,159)
PERA Contributions	13,498	10,705	2,793
FICA Contributions	17,210	15,693	1,517
Health, dental and disability insurance	33,929	13,500	20,429
Worker's Compensation Insurance	2,500	3,032	(532)
<b>Total Budget - Personnel Expenses</b>	<b>292,107</b>	<b>296,058</b>	<b>(3,951)</b>
Office Supplies	1,600	1,600	0
Special Events/Meetings	300	500	(200)
Repairs & Maintenance Supplies	500	1,000	(500)
Studio Expendables	2,660	4,000	(1,340)
Audit/Accounting Fees	13,000	11,000	2,000
Access Contractors	15,500	16,802	(1,302)
Legal Fees	8,000	10,000	(2,000)
Copier Expense	3,507	4,010	(503)
Payroll Services	1,500	1,600	(100)
Janitorial Services	2,000	2,389	(389)
Security Services	900	804	96
Telephone/Communications	3,500	3,400	100
Postage	1,200	1,550	(350)
Computer Consulting	2,000	3,100	(1,100)
Training	400	500	(100)
Travel	900	535	365
Mileage	500	1,000	(500)
Printing & Publishing	400	500	(100)
Insurance	4,500	5,927	(1,427)
Utilities	10,500	9,600	900
Refuse & Recycling	900	950	(50)
Bank Finance Fees	10	20	(10)
Contracted Building Repair	2,000	2,200	(200)
Maintenance Repair Equipment	2,500	3,525	(1,025)
Equipment Rental	30	30	0
Advertising	200	50	150
Van Operation	1,500	2,000	(500)
Web streaming/Broadband	10,000	10,000	0
Licenses	1,000	350	650
Other Expenses / Contingency	500	0	500
Building Improvements	500	0	500
<b>Total Budget - Expenses</b>	<b>92,507</b>	<b>98,942</b>	<b>(6,435)</b>
<b>Total Budget - All Expenses</b>	<b>384,614</b>	<b>395,000</b>	<b>(10,386)</b>
<b>Capital equipment expenditures budget</b>	<b>63,761</b>	<b>55,000</b>	<b>8,761</b>
<b>Total Budget - All expenses plus Capital</b>	<b>448,375</b>	<b>450,000</b>	<b>(1,625)</b>

## 2015 Capital Budget

Qty:	Description:	Mfg.:	Part #:	Cost Each:	Tax Each:	X Qty:	Total:
1	2+1 Channel HD Server	Tightrope	SX2 HD	\$ 28,500.00	\$ 2,137.50	1	\$ 30,637.50
1	Control Unit	Tightrope	Pro VOD	\$ 8,700.00	\$ 652.50	1	\$ 9,352.50
2	SD/HD Graphics Players	Tightrope	CG330	\$ 3,750.00	\$ 281.25	2	\$ 8,062.50
1	Installation	Tightrope		\$ 4,500.00	\$ 337.50	1	\$ 4,837.50
1	Silver Assurance	Tightrope		\$ 2,000.00	\$ 150.00	1	\$ 2,150.00
3	19" SD/HD Monitors	Insignia	NS-19E310	\$ 149.99	\$ 11.25	3	\$ 483.00
		<b>For City/Contract Producer Use:</b>					
10	Super Cardiod Mics	Shure	MX412	\$ 229.95	\$ 17.25	10	\$ 2,472.00
4	Tri Pod Kits	Bogen	503HDV	\$ 645.00	\$ 48.38	4	\$ 2,773.52
1	SDHC Recorder Shorewood	Panasonic	AG-HMR10	\$ 1,495.00	\$ 112.13	1	\$ 2,616.13
		<b>For Van Use:</b>					
1	Portable PA System	Behringer	EPA150	\$ 349.99	\$ 26.25	1	\$ 376.24
						<b>Total:</b>	<b>\$ 63,760.89</b>

2015 5 Year Plan

Year 1:	Master Control Upgrade for HD:							
Qty:	Description:	Mfg.:	Part #:	Cost Each:	Tax Each:	X Qty:	Total:	
1	2+1 Channel HD Server	Tightrope	SX2 HD	\$ 28,500.00	\$ 2,137.50	1	\$ 30,637.50	
1	Control Unit	Tightrope	Pro VOD	\$ 8,700.00	\$ 652.50	1	\$ 9,352.50	
2	SD/HD Graphics Players	Tightrope	CG330	\$ 3,750.00	\$ 281.25	2	\$ 8,062.50	
1	Installation	Tightrope		\$ 4,500.00	\$ 337.50	1	\$ 4,837.50	
1	Silver Assurance	Tightrope		\$ 2,000.00	\$ 150.00	1	\$ 2,150.00	
3	19" SD/HD Monitors	Insignia	NS-19E310	\$ 149.99	\$ 11.25	3	\$ 483.00	
	<b>For City/Contract Producer Use:</b>							
10	Super Cardiod Mics	Shure	MX412	\$ 229.95	\$ 17.25	10	\$ 2,472.00	
4	Tri Pod Kits	Bogen	503HDV	\$ 645.00	\$ 48.38	4	\$ 2,773.52	
1	SDHC Recorder Shorewood	Panasonic	AG-HMR10	\$ 1,495.00	\$ 112.13	1	\$ 2,616.13	
	<b>For Van Use:</b>							
1	Portable PA System	Behringer	EPA150	\$ 349.99	\$ 26.25	1	\$ 376.24	
				<b>Total:</b>		<b>Total:</b>	<b>\$ 63,760.89</b>	
<b>Year 2:</b>	<b>Upgrading Studio to HD:</b>							
Qty:	Description:	Mfg.:	Part #:	Cost Each:	Tax Each:	X Qty:	Total:	
1	Flint System	Broadcast PIX	Flint	\$ 18,500.00	\$ 1,387.50	1	\$ 19,887.50	
2	32" Monitors	Insignia	NS-32E330	\$ 300.00	\$ 22.50	2	\$ 645.00	
4	HD Cameras	Panasonic	AG-AC160A	\$ 5,085.00	\$ 381.38	4	\$ 21,865.52	
1	24 Port Audio Board	Mackie	Onyx 24.4	\$ 1,998.00	\$ 149.85	1	\$ 2,147.85	
	Cables & Misc.	NA		\$ 4,000.00	\$ 300.00	1	\$ 4,300.00	
	Installation	NA		\$ 3,000.00	\$ 225.00	1	\$ 3,225.00	
1	Dual Channel Pre Amp	True Systems	P2A	\$ 1,500.00	\$ 112.50	1	\$ 1,612.50	
2	12" Powered Speakers	Peavey	PR12D	\$ 339.99	\$ 25.50	2	\$ 730.98	
1	Studio PA System Amplifier	Berlinger	NU1000DSP	\$ 299.99	\$ 22.50	1	\$ 322.49	
1	Stage Flood/Spot Light	Source 4	750	\$ 350.00	\$ 26.25	1	\$ 376.25	
				<b>Total:</b>		<b>Total:</b>	<b>\$ 55,113.09</b>	

2015 5 Year Plan

		New Non-Linear Edit Bays:								
Year 3:	Qty:	Description:	Mfg.:	Part #:	Cost Each:	Tax Each:	X Qty:	Total:		
	2	Edit Systems	Apple	Mac Pro	\$ 25,000.00	\$ 1,875.00	2	\$ 53,750.00		
	1	Installation	NA		\$ 3,000.00	\$ 225.00	1	\$ 3,225.00		
							<b>Total:</b>	<b>\$ 56,975.00</b>		
<b>Year 4:</b>										
	Qty:	Description:	Mfg.:	Part #:	Cost Each:	Tax Each:	X Qty:	Total:		
		<b>For Van Use:</b>								
	1	2 in 2 out Instant Replay for Flint	Broadcast PIX	ReVue	\$ 23,600.00	\$ 1,770.00	1	\$ 25,370.00		
	1	Codec Pack for Instant Replay	Broadcast PIX	703	\$ 4,715.00	\$ 353.63	1	\$ 5,068.63		
	1	SDHC Recorder for Van	Panasonic	AG-HMR10	\$ 1,495.00	\$ 112.13	1	\$ 2,616.13		
	4	Mountable SDHC Recorders	GoPro	Hero3 Silver	\$ 299.99	\$ 22.50	4	\$ 1,289.96		
	1	4 Person Intercom System	Eartec	TCS4000	\$ 1,100.00	\$ 82.50	1	\$ 1,182.50		
	2	19" SD/HD Monitors	Insignia	NS-19E310	\$ 149.99	\$ 11.25	2	\$ 322.48		
	2	Camera Mount Wireless Mics	Sennheiser	EW112-PG3	\$ 944.72	\$ 70.86	2	\$ 2,031.16		
		<b>For Staff/Office Use:</b>								
	1	LAN Server	Dell	1U Rack Mnt(4tb)	\$ 2,700.00	\$ 202.50	1	\$ 2,902.50		
	5	Laptop Computers	Dell	XPS	\$ 800.00	\$ 60.00	5	\$ 4,300.00		
	10	Installation	NA	At \$100hr	\$ 100.00	\$ 7.50	10	\$ 1,075.00		
							<b>Total:</b>	<b>\$ 46,158.36</b>		
<b>Year 5:</b>										
	1	Used Racked Production Van	Open	NA	\$ 60,000.00	\$ 4,500.00	1	\$ 64,500.00		
							<b>Total:</b>	<b>\$ 64,500.00</b>		



# LMCC

LAKE MINNETONKA COMMUNICATIONS COMMISSION

4071 SUNSET DRIVE ■ BOX 385 ■ SPRING PARK, MN 55384-0385 ■ 952.471.7125 ■ FAX 952.471.9151 ■ [lmcc@lmcc-tv.org](mailto:lmcc@lmcc-tv.org)

August 18, 2014

DEEPHAVEN

All City Members of the Lake Minnetonka Communications Commission:

EXCELSIOR

RE: Approval of LMCC JPA as Rewritten in 2014 by Attorney Robert Vose and Reviewed and Approved by the Full LMCC Commission on August 14, 2014.

GREENWOOD

The Lake Minnetonka Communications Commission (LMCC) unanimously approved the enclosed rewrite of the LMCC JPA at the August 14, 2014 Full Commission Meeting.

INDEPENDENCE

LONG LAKE

The LMCC is sending the JPA to all member cities of the LMCC for approval by your City Council. The purpose of the rewrite was to simplify, clarify and eliminate any language in the former JPA that was no longer being strictly adhered to. The original document was written in 1983 and still had some references to cities such as Tonka Bay or timelines that were no longer relevant. There have been amendments in past years but the commission wanted it to accurately reflect the more recent changes to the operation and structure of the LMCC. This was deemed to be appropriate timing in light of the 2014 franchise renewal with Mediacom.

LORETTO

MAPLE PLAIN

MEDINA

MINNETONKA  
BEACH

Under section XIV. Section 1. Execution of Agreement. Each Member shall approve and execute a copy of this agreement in accordance with applicable law. (Please fill in the date your city executed the agreement and sign the necessary signatures and titles on the last page.)

MINNETRISTA

ORONO

Also under section XIV. Section 2. Effective Date. This agreement shall become effective upon adoption by eight (8) or more Members.

ST. BONIFACIUS

Please mail or email a copy of your city's execution of the document to the LMCC.

SHOREWOOD

Thank you for your continued participation in the LMCC.

SPRING PARK

TONKA BAY

Sally Koenecke  
Executive Director  
Lake Minnetonka Communications Commission  
952-471-7125 Ext. 101

VICTORIA

WOODLAND

**LAKE MINNETONKA COMMUNICATIONS COMMISSION**  
**JOINT AND COOPERATIVE AGREEMENT II**

This agreement amends, restates and supersedes that certain Joint and Cooperative Agreement forming the Lake Minnetonka Communications Commission adopted in 1983 and amended in 1989, 1997, 2007 and 2013. The parties to this agreement are governmental units of the State of Minnesota. This agreement is made pursuant to Minn. Stat. §§ 238.08 and 471.59

**I.**

**PURPOSE**

The general purpose of this agreement is to establish an organization to grant, administer and enforce a non-exclusive cable communications franchise or franchises in the member cities, produce public, educational and governmental programming for the member cities, and advise the member cities regarding communications matters which may affect them.

**II.**

**NAME**

The organization established by this agreement shall continue to be known as the “Lake Minnetonka Communications Commission.”

**III.**

**DEFINITIONS**

As used herein, these terms shall mean as follows:

Section 1. “Commission” means the organization created pursuant to this agreement.

Section 2. “Director” means a person appointed by a member city to be its representative on the Commission.

Section 3. “Member” means a city which enters into this agreement and is, at the time, in good standing.

**IV.**

## MEMBERS

Section 1. **Current Members.** The following Minnesota cities are Members: Deephaven, Excelsior, Greenwood, Independence, Long Lake, Loretto, Maple Plain, Minnetonka Beach, Shorewood, Spring Park, St. Bonifacius, and Woodland.

Section 2. **Additional Members.** Other municipalities desiring to become Members may be admitted by majority vote of the Commission in accordance with Article VII, Section 2 herein. The Commission may, by resolution, impose conditions upon the admission of additional Members. Any municipality admitted as a Member shall execute a copy of this agreement and conform to all requirements herein.

## V.

## DIRECTORS

Section 1. **Appointment.** Each Member may appoint two Directors, one of whom shall be a member of the city council or the city council's designee and the other a qualified voter residing within that city. Each Member may also appoint one alternate Director who is also a qualified voter residing within that city. Notice of the appointed Directors and their contact information shall be provided to the Commission in writing.

Section 2. **Term.** A Director shall serve indefinitely, at the pleasure of the Director's city council. A Director may be removed by a Member city council at any time.

Section 3. **Voting.** Each Member shall have two weighted votes for each 1,000 dwelling units or fraction thereof in that municipality as recorded in the most recent records of the Metropolitan Council; provided, however, that each Member shall have at least two votes and no Member shall have more than eight votes. Prior to December 31 of each year, Commission staff shall determine and report the number of dwelling units in each Member to the Commission. In the event two Directors for a Member are present and vote on a matter at a duly convened

Commission meeting, each Director shall vote one-half of that Member's weighted vote total. In the event one Director for a Member is present and votes on a matter at a duly convened Commission meeting, such Director shall vote that Member's entire weighted vote total. In the event no Directors for a Member are present to vote on a matter at a duly convened Commission meeting, that Member shall not vote on such matter at the meeting. Voting by proxy shall not be allowed.

Section 4. **Compensation.** Directors shall serve without compensation from the Commission.

Section 5. **Vacancies.** A vacancy in the office of Director shall exist for any of the reasons set forth in Minnesota Statutes, § 351.02, or upon revocation of a Director's appointment by a Member city council duly filed with the Commission. Each Member city council may fill a vacancy by appointment of a replacement Director. A suspected vacancy shall be reported by the Commission to the Member.

## **VI.**

### **OFFICERS**

Section 1. **Annual Election.** The officers of the Commission shall consist of a minimum of a Chair, a Vice Chair, and a Secretary/Treasurer who will be elected at the first full Commission meeting each year.

Section 2. **Chair and Vice Chair.** The Chair shall preside at all meetings of the Commission and shall perform all duties incident to the office of Chair and such other duties as may be prescribed by the Commission. The Vice Chair shall act as Chair in the absence of the Chair.

Section 3. **Secretary/Treasurer.** The Secretary/Treasurer shall be responsible for keeping a record of all the proceedings of the Commission, giving notice of meetings, keeping custody of the Commission's funds, paying its bills, keeping its financial records and generally conducting its financial affairs. The Commission may delegate certain of these responsibilities to its staff or retain accountants or other professionals to assist with these responsibilities.

Section 4. **Authorized Expenditures.** All checks drawn upon the Commission's bank account shall require the signatures of the Chair (or Vice Chair in the Chair's absence) and the Secretary/Treasurer or the chief executive of the Commission as a substitute for either. The Commission's financial books and records shall be audited annually by an independent auditor designated by the Commission.

Section 5. **Executive Committee.** The Commission may establish an Executive Committee consisting of three officers, or such larger number as the Commission may establish in the bylaws. The Executive Committee shall enjoy such authority as may be delegated by the Commission. The Executive Committee shall meet at the call of the Chair or any two members of the Executive Committee. At least forty-eight hours advance written notice of that meeting shall be given to all members of the Executive Committee.

## **VII.**

### **MEETINGS**

Section 1. **Bylaws.** The Commission may adopt bylaws governing its procedures including the time, place, notice for and frequency of its regular meetings, procedure for calling special meetings, and procedural matters. The Commission may amend the bylaws from time to time.

Section 2. **Voting/Quorum.** The presence of Directors from a majority of the Members shall constitute a quorum of the Commission, but a smaller number may adjourn from time to time. No action shall be approved or other business performed except upon a majority of the weighted votes cast at a duly convened meeting of the Commission.

## **VIII.**

### **POWERS, RIGHTS AND DUTIES OF COMMISSION**

The Commission shall have the following powers, rights, and duties:

Section 1. **Franchising Authority.** It shall act as the cable communications franchising authority for the Members and may grant a cable

communications franchise pursuant to applicable law. Such franchise may authorize the construction, operation, maintenance, and management of a cable communications system within the municipal boundaries of the Members. Any franchise ordinance granted by the Commission shall be signed by the Chair and attested by the chief executive of the Commission or the Secretary/Treasurer, and shall be published in the official newspapers of the Members.

Section 2. **Franchise Amendment.** It may amend the franchise ordinance from time to time. An amendment to the franchise ordinance shall be signed by the Chair and attested by chief executive of the Commission or the Secretary/Treasurer, and published in the official newspapers of the Members.

Section 3. **Administration/Enforcement.** It shall administer and enforce the franchise ordinance; provided that the franchise may permit the enforcement of certain of its provisions by Members.

Section 4. **Rates.** It may regulate rates charged subscribers by the cable communications company to the extent provided by applicable law.

Section 5. **Lobbying.** It may engage in legislative affairs or lobbying regarding cable communications matters before the FCC, the Minnesota Legislature, or Congress.

Section 6. **Advisory Authority:** It may investigate communications-related matters and provide advice and recommendations related thereto to the Members.

Section 7. **Gifts/Grants.** It may accept gifts, apply for and use grants and enter into agreements in connection therewith and it may hold, use and dispose of money or property received as a gift or grant in accordance with the terms hereof.

Section 8. **Contracts.** It may enter into any contracts deemed necessary to carry out its powers and duties. Contracts shall be let and purchases shall be made in accordance with the legal requirements applicable to contracts and purchases by Minnesota statutory cities.

Section 9. **Property.** It may purchase or acquire personal property and convey real or personal property upon an affirmative vote of the Commission, but may not purchase real property without the prior approval of at least two-thirds (2/3) of its Members.

Section 10. **Employees and Consultants.** It may employ staff and retain consultants to produce programming and assist in the grant, administration and enforcement of the cable communications franchise(s).

Section 11. **Other Actions.** It may exercise any other power necessary and incidental to the implementation of its powers and duties.

## **IX.**

### **FINANCIAL MATTERS**

Section 1. **Annual Budget.** The Commission shall annually formulate a proposed budget for the ensuing calendar year by August 31 and shall promptly provide such proposed budget to each Member City. The budget shall be effective unless rejected by a majority of the Member Cities within 45 days after its receipt.

Section 2. **Commission Funding.** The Commission shall be funded from monies collected from franchised cable operators and other revenues from Commission activities, grants, gifts, or the like. The Commission shall not be funded by dues, assessments or similar charges to Members without the approval of such Member(s).

Section 3. **Commission Expenditures.** The Commission may expend funds in any lawful manner, consistent with this agreement.

## **X.**

### **WITHDRAWAL**

Section 1. **Notice of Withdrawal.** A Member may withdraw from the Commission by filing a written notice of withdrawal with the Commission by October 1 of any year. Such withdrawal shall be effective as of December 31 of the next calendar year and membership shall continue until the effective date and

its financial obligation to the Commission is paid in full. A notice of withdrawal may be rescinded by a Member prior to the effective date.

Section 2. **Effectiveness of Ordinance after Withdrawal.** Any franchise ordinance adopted and granted by the Commission shall provide that it is effective and enforceable within the territorial limits of a city which has withdrawn from the Commission under this article. A city which has withdrawn shall administer and enforce the cable communications franchise ordinance as to its corporate boundaries.

Section 3. **Cooperation.** The Commission and a city which withdraws under this article shall cooperate with each other and use their best efforts to achieve an orderly and efficient transfer to that city of the administrative and enforcement authority over the cable communications system established within the withdrawn city.

Section 4. **Commission Assets.** A Member withdrawing from the Commission shall have no claim on the assets of the Commission except pursuant to the Minnesota Data Practices Act.

Section 5. **Merger.** The merger of two or more municipalities then Members of the Commission shall not be deemed a withdrawal of the merged municipalities for the purposes of this agreement. In the event of such a merger, the newly created municipality shall be entitled to the number of votes on the Commission calculated pursuant to this agreement based upon the number of dwelling units within the newly formed municipality.

## **XI.**

### **DISSOLUTION**

Section 1. **Method.** The Commission shall be dissolved upon an affirmative vote of two-thirds (2/3) of the Member cities.

Section 2. **Distribution of Assets.** Upon dissolution, the remaining assets of the Commission, after payment of all obligations, shall be distributed among the

then existing Members in proportion to the number of dwelling units in each, or in such other way as those Members may agree by a majority vote.

Section 3. **Effectiveness of Ordinance after Dissolution**. The franchise ordinance adopted and granted by the Commission shall provide that it is effective and enforceable within the corporate limits of all cities which were Members prior to the dissolution of the Commission. After dissolution, each city shall administer and enforce the cable communications franchise ordinance within its corporate boundaries.

## **XII.**

### **MEDIATION OF DISPUTES**

Section 1. **Mediation**. Any controversy arising out of or relation to this agreement including but not limited to the withdrawal by a Member shall be mediated by a qualified mediator prior to initiation of any litigation.

Section 2. **Selection of Mediator**. The mediator may be an individual mutually selected by the parties to the issue in controversy. If the parties are unable to agree upon a mediator, the League of Minnesota Cities shall make the selection.

## **XIII.**

### **LIABILITY**

Section 1. **Indemnification**. The Commission shall indemnify, defend and hold harmless the Members and their officers, elected officials, employees, and volunteers, from and against all claims, damages, losses, and expenses, arising out of the acts or omissions of the Commission in carrying out this agreement. To the fullest extent permitted by law, actions by the Members under this agreement are intended to be and shall be construed as a “cooperative activity” and the Commission shall be deemed a “single governmental unit” for the purposes of liability as set forth in Minnesota Statutes, Section 471.59, subd. 1a(a). Each Member expressly declines responsibility for the acts or omissions of other

Members. This agreement does not constitute a waiver of the limitations of liability set forth in Minnesota Statutes, Section 466.04.

Section 2. **Insurance.** The Commission shall procure and maintain liability insurance coverage with reasonable limits. The Commission may purchase additional insurance coverage in amounts and on such terms as it may determine from time to time. The Commission shall provide Members with copies of its certificate(s) of insurance upon request.

#### XIV.

#### **MISCELLANEOUS**

Section 1. **Execution of Agreement.** Each Member shall approve and execute a copy of this agreement in accordance with applicable law.

Section 2. **Effective Date.** This agreement shall become effective upon adoption by eight (8) or more Members.

Section 3. **Previous Agreement Superseded.** This agreement supersedes all previous agreements between the Members hereto establishing a joint cable communications commission.

Section 4. **Amendment.** Any proposed amendment to this agreement shall be provided to all Members. The Commission may provide a recommendation to Members regarding any proposed amendment. The agreement shall be amended upon the approval of a proposed amendment by two-thirds (2/3) of all Members.

Section 5. **Duration.** This agreement shall continue in effect for an indefinite term, until dissolution in accordance with the terms of this agreement.

IN WITNESS WHEREOF, the undersigned governmental unit has caused this agreement, as amended, to be signed and delivered on its behalf.

EXECUTED as of \_\_\_\_\_, 2014.

CITY OF \_\_\_\_\_.

(SEAL)

By \_\_\_\_\_

Its \_\_\_\_\_

By \_\_\_\_\_

Its \_\_\_\_\_



**Agenda Number: 7F**

**Agenda Date: 09-03-14**

*Prepared by Deb Kind*

**Agenda Item: CD Policy**

**Summary:** In September 2012, the city council approved the following motion regarding certificates of deposit ...

Fletcher moved, Quam seconded, directing the City Treasurer to open a 13-month certificate of deposit (CD) at Beacon Bank using \$60,000 in funds from the Bridgewater Bank savings account, and authorizing the Administrative Committee to open other CDs with a maximum initial maturity of 15 months with a combined maximum total CD balance of \$250,000 with Beacon Bank and Bridgewater Bank. Motion passed 5/0.

Councilman Fletcher requested that this topic be included on the 09-03-14 agenda for discussion.

**Council Action:** None required. Potential motions ...

1. I move the council authorizes the Administrative Committee to open CDs with a maximum initial maturity of \_\_\_ months with a combined maximum total CD balance of \$\_\_\_\_\_ at Beacon Bank or Bridgewater Bank.
2. Do nothing or other motion.



Agenda Number: **9A-E**

**Agenda Item:** Council Reports

**Summary:** This is an opportunity for each council member to present updates and get input regarding various council assignments and projects. Related documents may be attached to this cover sheet.

**Council Action:** None required.

**From:** Debra Kind [dkind100@gmail.com](mailto:dkind100@gmail.com)  
**Subject:** Re: Buckthorn  
**Date:** August 14, 2014 at 1:24 PM  
**To:** Michael Hopfenspirger [hopfenspirger@gmail.com](mailto:hopfenspirger@gmail.com)



Mike —

Perfect! I will share your emails with the city council on 9/3 and get back to you on 9/4. I also will bring up the idea of setting a "green light" policy where residents can remove buckthorn on city property if desired.

Deb

**DEBRA J. KIND**  
**Mayor, City of Greenwood**  
20225 Cottagewood Road  
Deephaven, MN 55331  
[www.greenwoodmn.com](http://www.greenwoodmn.com)  
Main: 952.474.6633  
Direct: 612.718.6753

---

On Aug 14, 2014, at 1:20 PM, Michael Hopfenspirger <[hopfenspirger@gmail.com](mailto:hopfenspirger@gmail.com)> wrote:

Hi Deb-

Thanks for the reply. I guess I'm amenable to either approach too. If it's all the same and you wouldn't mind, then it would be most convenient for me to allow you to bring up the issue (as it's pretty simple).

There isn't (yet anyway) a formal plan to replace anything where the buckthorn is (was). My primary goal is just to get rid of the stuff before it further harms the desirable trees that it surrounds (there are a few actually in there!). Once it's all clear I would plan to take a step back and see if there is a need/desire to fill in some areas with something else. It's not a given. If I did decide to replace something then I would assume I would need to re-approach the city council for approval of that.

Is that enough for now?  
Thank you!

Mike

On Thu, Aug 14, 2014 at 1:09 PM, Debra Kind <[dkind100@gmail.com](mailto:dkind100@gmail.com)> wrote:

Mike —

I don't anticipate there would be an issue, but the city council would need to approve your plans to remove buckthorn and replant lilacs on city property. You are welcome to come address the council during Matters from the Floor early on the agenda at our 9/3 meeting. Or I can share your email with the city council under "Council Reports" at the end of the meeting. Either is fine. Let me know your preference.

Deb

**DEBRA J. KIND**  
**Mayor, City of Greenwood**  
20225 Cottagewood Road  
Deephaven, MN 55331  
[www.greenwoodmn.com](http://www.greenwoodmn.com)  
Main: [952.474.6633](tel:952.474.6633)  
Direct: [612.718.6753](tel:612.718.6753)

---

On Aug 14, 2014, at 1:06 PM, Michael Hopfenspirger <[hopfenspirger@gmail.com](mailto:hopfenspirger@gmail.com)> wrote:

Hmmm, seems like low-hanging fruit - in terms of a win-win for both property owners and the city. If not some of kind of formalized cost-sharing program then at least an assumed "green light" to remove what the DNR considers to be invasive species from properties and R.O.W.s (assuming no risk/danger to overhead lines, streets, people, other plants, etc).

OK, so the wheels of government are what they are. What is the process for getting city council approval to remove invasive/destructive plants from their property (that borders and therefore affects mine) on my dime?

Thanks Gus!

Frankie Gus.

Mike

On Thu, Aug 14, 2014 at 12:56 PM, Gus Karpas <[guskarpas@mchsi.com](mailto:guskarpas@mchsi.com)> wrote:

Mike,

Unfortunately, there is no type of city incentive to remove buckthorn or any other type of invasive species from your property or R.O.W. Any type of removal and/or replacement on your part in the city owned R.O.W. would need to be approved by the City Council. I have copied the Mayor on this email in case she has anything to add.

**GUS KARPAS**

**City Clerk / Zoning Administrator**

**City of Greenwood**

20225 Cottagewood Road

Deephaven, MN 55331

Direct: [952.358.9938](tel:952.358.9938)

Main: [952.474.6633](tel:952.474.6633)

**From:** Michael Hopfenspirger [mailto:[hopfenspirger@gmail.com](mailto:hopfenspirger@gmail.com)]

**Sent:** Wednesday, August 13, 2014 8:47 PM

**To:** Gus Karpas

**Subject:** Buckthorn

Hi Gus-

Just curious, is there any kind of program/rebate/tax break, etc. for Greenwood homeowners to remove buckthorn? In my case, I'm looking to get rid of this stuff on the boulevard between my house and Manor Rd (so technically it's actually city property, but our front yard practically speaking). On a similar note, are there any ordinances that would prevent me from then planting desirable trees (spruce, lilac, etc) in their place (again, on city property)?

Thanks

Mike

**From:** adkaye@mchsi.com  
**Subject:** Request for Making Your City Bee-Safe like Shorewood  
**Date:** August 25, 2014 at 1:09 PM  
**To:** "mgaylord@ci.excelsior.mn.us", "gerryd@terradek.com", "PaulSkrede@mchsi.com", dkind100@gmail.com  
**Cc:** "szerby@ci.shorewood.mn.us", "info@hummingforbees.org", Patricia Hauser phauser@mchsi.com

---

Dear South Tonka Mayors,

You have probably heard that the City of Shorewood has recently passed Resolution 14-066 to become a Bee Safe City. This means that Shorewood will not use systemic pesticides (including neonicotinoids) on city property. Shorewood is the third city in the USA to pass such a resolution. Eugene, Oregon and Spokane, Washington are the only other cities in the USA that have banned the use of neonicotinoids on city property. Shorewood also pledges to place pollinator-friendly plants in its public spaces.

Neonicotinoids, a class of insecticides, are a key contributor to the decline of our pollinators. These chemicals are highly resilient remaining in soil for years. This means that affected soil is toxic. This toxicity can harm key elements of the food chain beginning with aquatic life and invertebrates which are food for pollinators, birds and small mammals such as bats.

When neonicotinoids come in contact with plants, they permanently enter a plant's vascular system. When bees come in contact with infected plants, they can die, have less resistance to viruses and parasites, or become severely ill. In some cases, they cannot navigate back to their hives which disrupts overall hive reproduction and productivity. Neonicotinoids also harm other pollinators such as butterflies. One third of all our food relies on pollinators. If we lost our pollinators, we could lose 1/3 of our food including fruits, vegetables and nuts.

Due to these facts, it is very important for all cities to become pollinator friendly. There are many steps your city can take to help our pollinators. Banning the use of systemic pesticides (including neonicotinoids) on public lands and planting systemic-free/neonic-free bee friendly plants such as cone flowers, bee balm and sunflowers are a couple important ways to help. I am hoping you take these facts and ideas into consideration and pass a resolution making your city Bee-Safe like Shorewood. It is time for action that truly protects our pollinators.

Sincerely,

Autumn Kaye



This email is free from viruses and malware because [avast! Antivirus](#) protection is active.

**CITY OF SHOREWOOD**

**RESOLUTION NO. 14-066**

**A RESOLUTION ENDORSING "BEE-SAFE" POLICIES AND PROCEDURES**

**WHEREAS**, the Shorewood City Council and Park Commission have undertaken several work sessions dedicated to the study and understanding of promoting a healthy natural environment through the reduction and elimination of harmful pesticides; and

**WHEREAS**, bees and other pollinators are integral to a wide diversity of essential foods including fruit, nuts, and vegetables; and

**WHEREAS**, native bees and honey bees are threatened due to habitat loss, pesticide use, pathogens and parasites; and

**WHEREAS**, recent research suggests that there is a link between pesticides that contain neonicotinoids and the die-off of plant pollinators, including honey bees, native bees, butterflies, moths, and other insects; and

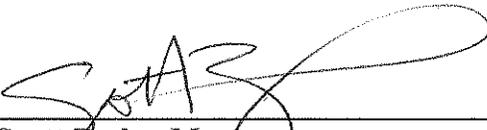
**WHEREAS**, neonicotinoids are synthetic chemical insecticides that are similar in structure and action to nicotine, a naturally occurring plant compound; and

**WHEREAS**, the City Council finds it is in the public interest and consistent with adopted City policy for the City to demonstrate its commitment to a safe and healthy community environment through the implementation of pest management practices in the maintenance of the city parks, open spaces and city property.

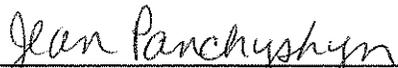
**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Shorewood:

1. The City shall undertake its best efforts to become a Bee-Safe City by undertaking best management practices in the use of plantings and pesticides in all public places within the City.
2. The City shall refrain from the use of systemic pesticides on Shorewood City property including pesticides from the neonicotinoid family.
3. The City shall undertake its best efforts to plant flowers favorable to bees and other pollinators in the City's public spaces.
4. The City shall designate Bee-Safe areas in which future City plantings are free from systemic pesticides including neonicotinoids.
5. The City shall undertake best efforts to communicate to Shorewood residents the importance of creating and maintaining a pollinator-friendly habitat.
6. The City shall publish a Bee-Safe City Progress Report on an annual basis.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD** this 28th day of July, 2014.

  
\_\_\_\_\_  
Scott Zerby, Mayor

**ATTEST:**

  
\_\_\_\_\_  
Jean Panchyshyn, City Clerk



Agenda Number: **FYI**

**Agenda Item:** FYI Items in Council Packet

**Summary:** The attached items are included in the council packet for your information (FYI) only. FYI items typically include planning commission minutes, ViBES (Violations Bureau Electronic System) report of traffic citations processed by Hennepin County District Court, monthly report of activity on the Greenwood website, and other items of interest to the council.

**Council Action:** No council action is needed for FYI items.

**Place Currently Not Set  
Traffic Survey Summary**

Location: Minnetonka Blvd  
Start Date: 07-29-14  
End Date: 08-06-14

Zone: Residential  
Start Time: 17:55:03  
End Time: 19:30:54  
Travel Direction: NE

Speed	1 - 19	20 - 21	22 - 23	24 - 25	26 - 27	28 - 29	30 - 31	32 - 33	34 - 35	36 - 37	38 - 39	40 - 999
Volume	664	213	547	982	1130	1287	1301	996	485	194	78	46
% of Total	8.38%	2.68%	6.9%	12.39%	14.26%	16.24%	16.42%	12.57%	6.12%	2.44%	0.98%	0.58%
									Total Vehicles: 7923			

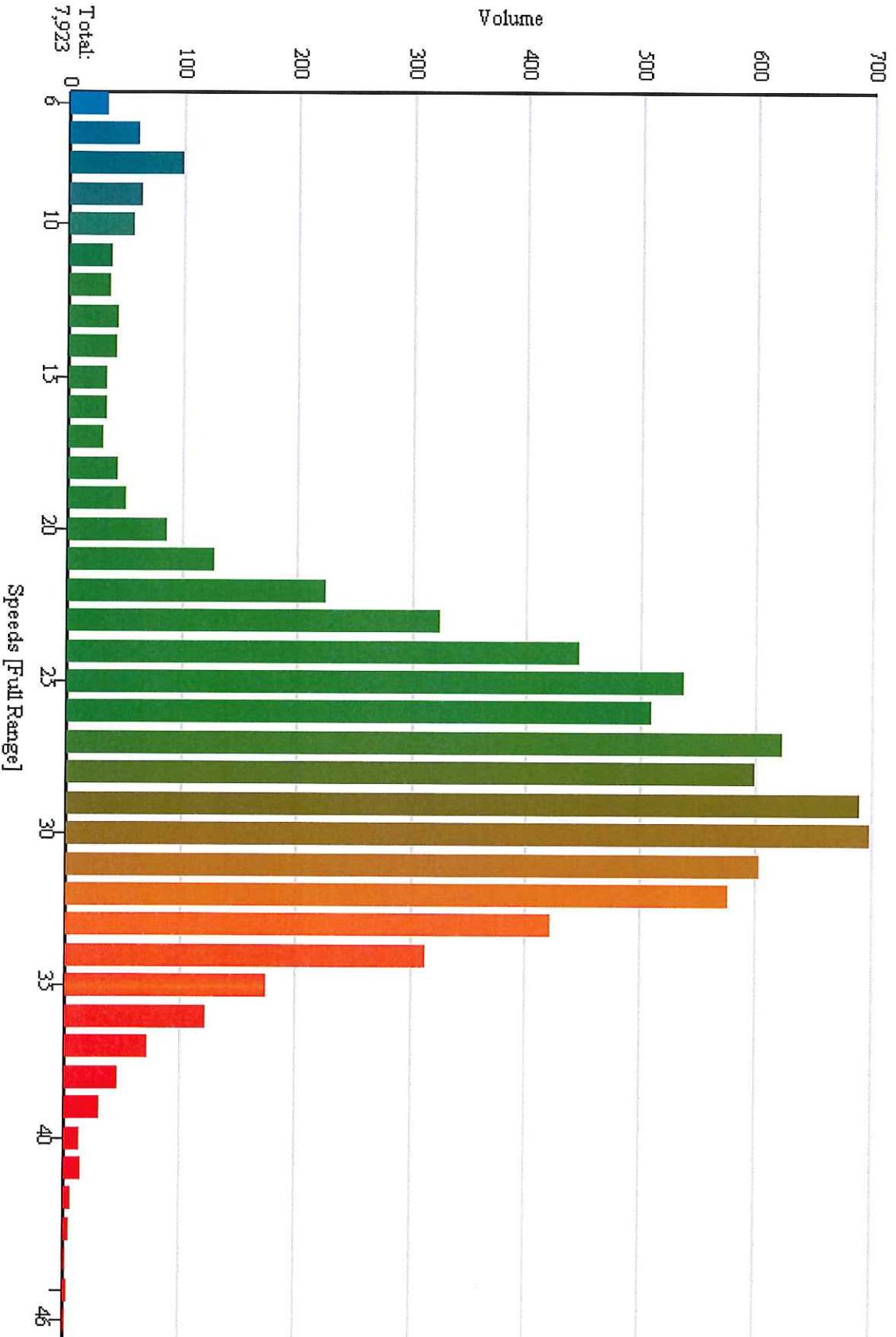
Speed Statistics		10 MPH Pace		Number Exceeding Limit				
Posted	30	Pace Speed	24 to 33	Speed	30+	40+	50+	Total
#At/Under Limit	5521	# in Pace	5696	Number	2369	33	0	2402
# Over Limit	2402	% in Pace	71.89%	Percent	29.9%	0.41%	0%	30.31%
Average Speed	27.26	85% Percentile	33					

Place Currently Not Set  
Speed/Volume Graph

Location: Minnetonka Blvd  
Dates: 07-29-14 to 08-06-14

Zone: Residential  
Speed Limit: 30 MPH

Travel Direction: NE



# SEWER CONSTRUCTION UPDATE – JULY 31, 2014

## EXCELSIOR AREA SEWER IMPROVEMENTS PROJECT

### Communications:

- Walk-in sessions for property owners and project stakeholders to visit with **Tom Buchal, MCES's Construction Contract Administrator:**
  - Walk-in sessions are held the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of each month from 5pm to 7pm.
  - Location: MCES Construction Field Office at 19285 Highway 7 (south side of Highway 7 at Vine Hill Rd.).
- To sign up for project e-mail updates, please send an e-mail to [tim.odonnell@metc.state.mn.us](mailto:tim.odonnell@metc.state.mn.us) stating that you would like to receive Excelsior Area Sewer Improvements e-mail updates.

### Construction Activities:

- Curb, sidewalk and 1st layer of asphalt pavement is complete from Christmas Lake Blvd to Minnetonka Blvd.
- Underground utility work other than connections, is complete along Covington in Shorewood. Road building and base course paving have also been completed in this area.
- Force main installation is ongoing on Excelsior Blvd near Barrington Way. Gas main relocation, retaining wall construction and road building work will follow.
- City utility work is completed from 2<sup>nd</sup> to 3<sup>rd</sup> along Morse Ave. Crews are now working on force main installation.
- Restoration activities have started along Excelsior Blvd including tree and shrub planting, top soil spreading and seeding.

### Project Timeline:

- Remaining utility work, wall construction and road building will be ongoing along Excelsior Blvd throughout August near Barrington Way.
- Demolition along Morse Ave between 3<sup>rd</sup> street and Highway 7 will begin the first week of August followed by force main installation and Morse Ave road building activities.
- Remaining connection activities between the existing and new force mains will be completed in the first half of August along Covington, followed by restoration.
- Transfer of flow to the new line will be set up using temporary piping near the Excelsior Blvd/Division St intersection. This will allow for final connection activities to be completed. Following this work and restoration activities, final wear course paving will be completed along Excelsior Blvd from Minnetonka Blvd to St. Albans Bay and along Covington.
- Demolition activities are expected to begin between Oak and George along Beehrle in mid August followed by the start of underground utility work.
- Once all underground construction in Excelsior, Greenwood and Shorewood is complete MCES will be inspecting the existing force main pipe. This work will occur in 2015 and require access points to be dug in the roadway; However, no road closures will be required.

### Traffic Control:

- Covington Rd. in Shorewood is closed to thru traffic. Residents will be able to access their homes from either the east or west depending on the location of utility installation.
- Excelsior Blvd is closed to thru traffic from Manor Rd to St Albans Bay Road. Resident access will be from Manor or St. Albans depending on utility installation location.
- Morse Ave. is closed to thru traffic. Resident/business access will be from either 2<sup>nd</sup> St., 3<sup>rd</sup> St. Or Hwy 7 depending on utility installation location.

### For More Information:

For more information, including the latest project updates, visit [www.metrocouncil.org/sewerconstructionupdates](http://www.metrocouncil.org/sewerconstructionupdates).  
For questions or more information, contact:

- Tom Buchal, Construction Contract Administrator, at 651-955-3561 or [thomas.buchal@metc.state.mn.us](mailto:thomas.buchal@metc.state.mn.us)
- Quentin Knaak, Assistant Construction Contract Administrator, at 612-570-0525 or [Quentin.Knaak@metc.state.mn.us](mailto:Quentin.Knaak@metc.state.mn.us)
- Tim O'Donnell, Project Citizens Liaison, at 651-602-1269 or [tim.odonnell@metc.state.mn.us](mailto:tim.odonnell@metc.state.mn.us)





Date: August 6, 2014

To: Excelsior Fire District Board

From: Greenwood City Council

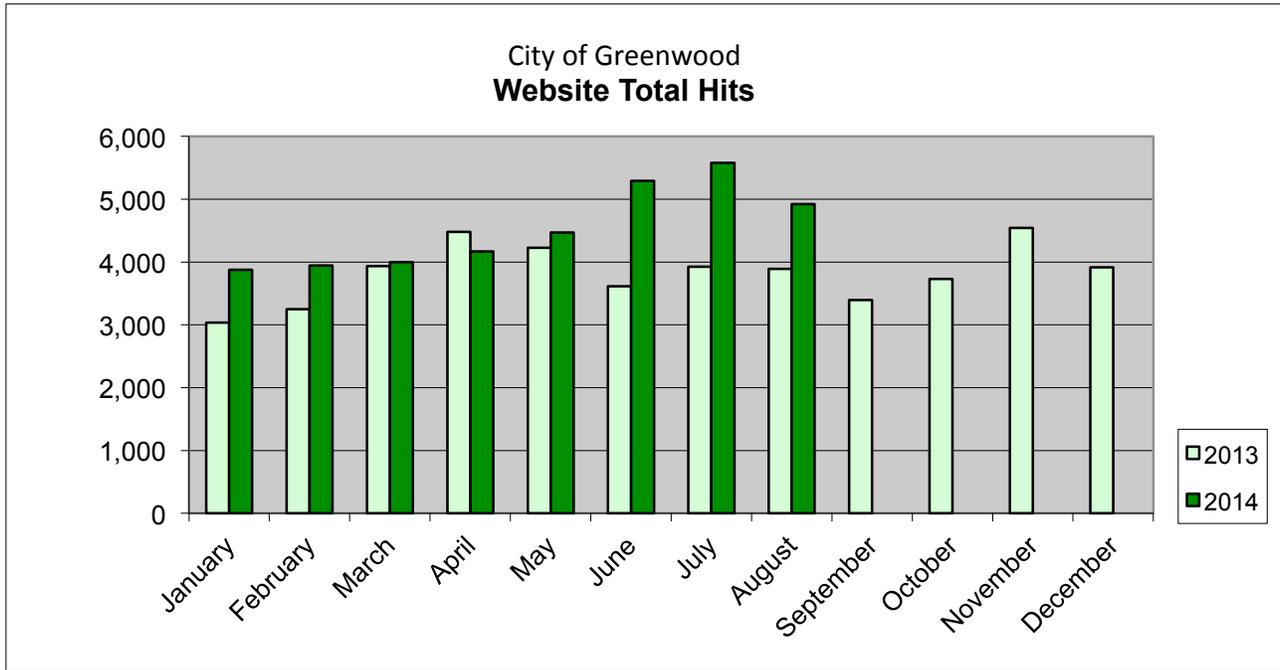
Re: **No Indemnification Relating to the Repeal of Fire Code Appendix D**

At our 08-06-14 meeting the Greenwood city council discussed Chief Gerber's request that the city provide written comments explaining why the city will not be indemnifying the Excelsior Fire District (EFD) as a follow up to the city's action to repeal Appendix D from the city's code.

In response, the city council authorized this letter to communicate the below rationale:

1. The EFD Joint Powers Agreement, Section 6.1 Adoption of Minnesota State Fire Code states nothing about cities being required to adopt "optional" appendices.
2. The Fire Chief's suggestion that the city indemnify the Fire Department in light of the election to repeal of Fire Code Appendix D is not required as a matter of law.
3. There is no obligation mandating adoption of Appendix D, which by its own terms is an optional regulation. As such, the city can opt out without obligation, actual or implied, to anyone including the other joint power member cities. Thus, as Deephaven chose not to adopt it, we may elect to repeal it.
4. The Fire Department is a government agency of which the city is a co-owner / operator. City council actions do not require the permission or approval of our own Fire Department.
5. Limits of Fire Department legal authority do not imply a duty forsaken or negligently omitted, so there is no additional liability imposed on the department by repeal.
6. As our government agency, the Fire Department needs no special letter of indemnification and the city has no obligation to specifically indemnify it. The Department already has sovereign immunity and municipal insurance from the League of Minnesota Cities Insurance Trust, which is sufficient.

If you have any questions regarding our comments, please contact Mayor Deb Kind 952.401.9181 [dkind100@gmail.com](mailto:dkind100@gmail.com).



<u>Month</u>	<u>2013</u>	<u>2014</u>	<u>Variance with Prior Month</u>	<u>Variance with Prior Year</u>	<u>Bulk Email List</u>
January	3,038	3,876	-39	838	143
February	3,252	3,943	67	691	147
March	3,936	4,000	57	64	147
April	4,478	4,170	170	-308	151
May	4,229	4,468	298	239	152
June	3,613	5,291	823	1,678	153
July	3,924	5,579	288	1,655	159
August	3,894	4,922	-657	1,028	162
September	3,395		-4,922	-3,395	
October	3,731		0	-3,731	
November	4,543		0	-4,543	
December	3,915		0	-3,915	
<b>AVERAGE</b>	<b>3,829</b>	<b>4,531</b>			

March number is an estimate

**POPULATION:** 693  
**EMAIL ADDRESSES % OF POPULATION:** 23.38%

## Site Statistics

Use this reporting tool to see your site statistics for your public site for this month or the previous month. Statistics for the Administration (or "admin") side of your site are not included in this report. Additionally, visits you make to your own site while administering it are not included in these statistics. All data collected before the previous month has been purged from our system and is not available for use; therefore, we recommend printing this report each month for your records.

The first report - Page Views by Section - shows total page views for each section. The second report - Unique Visitors by Section - shows the total page views for each section without the return visitors (showing only views from unique IP addresses). For example, if you browse to a page today, and then browse to that same page tomorrow, your viewing of that page would only be counted once in the unique (second) report.

Each report lists sections in page view order (highest number of page views first) and only lists sections that have had traffic within the reporting period. It does not list those sections without traffic.

**Begin Date**

**End Date**

**Report Name**

### Page Views by Section

Section	Page Views	Percent of Total
<a href="#">Default Home Page</a>	1694	34.42%
<a href="#">Comp Plan &amp; Maps</a>	854	17.35%
<a href="#">Agendas, Etc.</a>	270	5.49%
<a href="#">City Departments</a>	181	3.68%
<a href="#">Planning Commission</a>	175	3.56%
<a href="#">Crime Update</a>	113	2.3%
<a href="#">Lake Minnetonka</a>	112	2.28%
<a href="#">Mayor &amp; City Council</a>	98	1.99%
<a href="#">Code Book</a>	88	1.79%
<a href="#">Forms &amp; Permits</a>	87	1.77%
<a href="#">Welcome to Greenwood</a>	87	1.77%
<a href="#">RFPs &amp; Bids</a>	87	1.77%
<a href="#">Assessments &amp; Taxes</a>	80	1.63%
<a href="#">Met Council Project</a>	77	1.56%
<a href="#">Garbage &amp; Recycling</a>	73	1.48%
<a href="#">St. Alban's Bay AIS Project</a>	71	1.44%
<a href="#">Photo Gallery</a>	64	1.3%
<a href="#">What's New?</a>	63	1.28%
<a href="#">Watercraft Spaces</a>	57	1.16%
<a href="#">Search Results</a>	49	1%
<a href="#">Links</a>	38	0.77%
<a href="#">Elections</a>	37	0.75%
<a href="#">Email List</a>	36	0.73%
<a href="#">Parks &amp; Trails</a>	36	0.73%

### Quick Tips

The reports offered in your Site Statistics tool only track activity on the public side of your site.

In each report, a section named "Default" and a section named "Home" may appear.

A page view gets attributed to "Default" when a visitor to your site types your URL into his or her Web browser. In most cases, the "Default" section is your Home Page.

A page view gets attributed to "Home" each time a visitor clicks the "Home" button on your Web site.

In the Page View (Default) report, only sections with Web traffic are reported and they are listed in page view order.

In the Page View by Section report, sections are listed in the order they appear in the navigation menu and are reported regardless of their traffic level.

In the Referrers report, it is important to remember that your own site acts like a referrer. So, don't be surprised if you see your own Web address(es) listed -- this tracks the number of times people went from one part of your site to another.

<a href="#">Meetings</a>	35	0.71%
<a href="#">Public Safety</a>	35	0.71%
<a href="#">Animal Services</a>	34	0.69%
<a href="#">Swiffers NOT Flushable</a>	31	0.63%
<a href="#">Stormwater</a>	30	0.61%
<a href="#">Budget &amp; Finances</a>	29	0.59%
<a href="#">Spring Clean-Up Day</a>	29	0.59%
<a href="#">Meetings on TV</a>	28	0.57%
<a href="#">Old Log Events</a>	24	0.49%
<a href="#">Well Water</a>	24	0.49%
<a href="#">WEATHER EMERGENCY!</a>	23	0.47%
<a href="#">Southshore Center</a>	22	0.45%
<a href="#">Sewer Pipe Help</a>	19	0.39%
<a href="#">Community Surveys</a>	17	0.35%
<a href="#">Unsubscribe</a>	14	0.28%
---	1	0.02%
<b>TOTAL</b>	<b>4922</b>	<b>100%</b>

## Unique IPs by Section

Section	Unique IPs	Percent of Total IPs
Default Home Page	582	28.1%
Agendas, Etc.	123	5.94%
City Departments	116	5.6%
Crime Update	90	4.35%
Lake Minnetonka	87	4.2%
Welcome to Greenwood	70	3.38%
Mayor & City Council	69	3.33%
Planning Commission	65	3.14%
Code Book	59	2.85%
Met Council Project	59	2.85%
St. Alban's Bay AIS Project	57	2.75%
What's New?	46	2.22%
Assessments & Taxes	40	1.93%
Photo Gallery	40	1.93%
Forms & Permits	39	1.88%
Comp Plan & Maps	35	1.69%
Watercraft Spaces	33	1.59%
Elections	30	1.45%
Animal Services	28	1.35%
Public Safety	28	1.35%
Garbage & Recycling	28	1.35%
Parks & Trails	27	1.3%
Email List	27	1.3%
RFPs & Bids	26	1.26%
Links	24	1.16%
Meetings	23	1.11%
Stormwater	21	1.01%
Old Log Events	21	1.01%
Spring Clean-Up Day	20	0.97%
Search Results	20	0.97%
WEATHER EMERGENCY!	18	0.87%
Budget & Finances	17	0.82%
Meetings on TV	17	0.82%
Well Water	16	0.77%
Southshore Center	16	0.77%
Swiffers NOT Flushable	15	0.72%
Sewer Pipe Help	15	0.72%
Community Surveys	14	0.68%
Unsubscribe	9	0.43%
---	1	0.05%

<b>TOTAL</b>	<b>2071</b>	<b>100%</b>
--------------	-------------	-------------

Generate Download File (.csv) for the current report:

**Done**

**GREENWOOD PLANNING COMMISSION  
WEDNESDAY, AUGUST 20, 2014  
7:00 P.M.**

**1. CALL TO ORDER/ROLL CALL**

Chairman Lucking called the meeting to order at 7:00 p.m.

Members Present: Chairman Pat Lucking and Commissioners Lake Bechtell, Kristi Conrad David Paeper, Douglas Reeder, Fiona Sayer and Rick Sundberg

Absent: None

Others Present: Council Liaison Bill Cook, City Attorney Mark Kelly and Zoning Administrator Gus Karpas.

**2. OATH OF OFFICE**

City Attorney Kelly administered the Oath of Office to Commissioners Fiona Sayer and Rick Sundberg.

**3. MINUTES – August 20, 2014**

Commissioner Paeper moved to approve the minutes of August 20, 2014 as presented. Commissioner Bechtell seconded the motion. Motion carried 5-0.

**4. PUBLIC HEARINGS**

**Conditional Use Permit and Variances, Erotas Building Corp., 5560 Maple Heights Road** – Request for a conditional use permit to construct a swimming pool and variances to encroach into the minimum lake yard setback for the construction of a swimming pool, fireplace and retaining walls and variances to encroach into the minimum lake yard setback and to exceed the maximum permitted accessory structure height in conjunction with the relocation of an accessory structure.

Section 1120:15 of the Zoning Ordinance requires a minimum lake yard setback of fifty feet.

- The proposed **swimming pool** requires a variance of eighteen (18) feet of the required fifty (50) foot lake yard setback.
- The proposed **fireplace** requires a variance of eleven (11) feet of the required fifty (50) foot lake yard setback.
- The proposed **retaining walls** require a variance of thirty-five (35) feet of the required fifty (50) foot lake yard setback.
- The proposed **accessory structure** requires a variance of eighteen (18) feet of the required fifty (50) foot lake yard setback.

Section 1122.20(2)(b) permits a maximum accessory structure height of fifteen feet. The applicant proposes an accessory structure height of twenty-two feet and is seeking a variance to exceed the maximum permitted accessory structure height by seven feet.

Chairman Lucking opened the Public Hearing.

Marietta Jacobsen, 5530 Maple Heights Road, asked for clarification on the retaining walls. David Erotas, Erotas Building Corp., said the walls were altered to permit access to the south side of the garage rather than the initial straight driveway originally proposed. Ms. Jacobsen asked about landscape screening of the walls. Mr. Erotas discussed the preliminary landscape plan noting the original trees would remain, but additional landscaping would be added.

Jeff Sagal, 21240 Excelsior Boulevard, believed the city was very generous with its initial variance approvals on the original plans. He's concerned with the proposal which would place

**GREENWOOD PLANNING COMMISSION  
WEDNESDAY, AUGUST 20, 2014  
7:00 P.M.**

two structures between the house and the lake. He noted variances are bending the law and that encroachments into the required lake setback impact everyone. The original intent in the development of this property was to maintain the greenery and privacy.

Frank Precopio, 5520 Maple Heights Road, said he likes the new design of the new driveway, though he agrees it would be nice to see the exact landscaping intentions on the property.

Hearing no further comment, the hearing was closed.

Commissioner Paeper is opposed to moving the structure, but is not concerned about the retaining walls for the driveway. He does not see a reason for the other encroachments giving the width of the building pad.

City Attorney Kelly discussed the practical difficulty standard noting the Commission has to view the request from the prism of whether the proposal is reasonable, whether the plight of the owner is due to the land and not created by the landowner and whether the proposal will alter the essential character of the neighborhood.

David Erotas noted the existing location of the accessory structure is at the highest point of the lot and the proposed location would put it at a lower elevation, essentially keeping the visual height the same as currently exists or lower.

Commissioner Conrad believes the creation of a lawn is a reasonable use, though the previous owner also developed the property in a usable manner. Though she feels the plan is well done, she has mixed feelings on it.

Council Liaison Cook has trouble with granting variances for the required lake yard setback, noting the city has disappointed a number of past applicants with similar requests. He feels granting a variance for these requests could set precedent. He said the basic problem the applicant faces is self-created encroachments into the fifty foot setbacks and the city has been strong in maintaining the required fifty foot setback.

Commissioner Paeper agreed with Councilmember Cook and has difficulty supporting the request.

Commissioner Sundberg concurs, stating that even though the property is an island, he's not sure the applicant's plan can't be accomplished by rearranging the components and maintaining the setbacks.

Commissioner Bechtell also has concerns about the setbacks and is not supportive of the request.

Chairman Lucking is not supportive of the request and said the only reason the gazebo is on the property is because it is supposed to be attached to the house.

Kam Talebi said when he addressed the city after purchasing the property he explained there would need to be changes made to the property to fit his family's needs. He said the property is very unique and was initially designed for a different type of family. Due to a previous family accident he is looking to create protection around the circumference of the island while providing a backyard play area for his children. He said they are not looking to add anything new to the property than what has already been approved and doesn't feel the proposal impacts or changes the aesthetics or views. Commissioner Paeper asked if the applicant considered alternate plans. Mr. Talebi said a number of plans were considered before this plan was selected.

Commissioner Reeder feels the lot has plenty of room and the applicant should be able to design within the envelope available to him.

**GREENWOOD PLANNING COMMISSION  
WEDNESDAY, AUGUST 20, 2014  
7:00 P.M.**

Chairman Lucking believes the plight is created by the homeowner and is not due to the land itself.

Chairman Lucking explained to the applicant that it appears the Commission may forward a negative recommendation to the Council. If the Council were to agree, the applicant would not be able to submit a new application for one year. He said the applicant could continue on with that recommendation or continue his request and redesign the project, withdraw the request and submit a variance application at a later date or totally withdraw his request and design a project that complies with the ordinance requirements.

**5. LIAISON REPORT**

Council Liaison Cook said the Council discussed the preliminary budget and fee amendments, the creation of a Lake Improvement Districts for St. Alban's Bay, approved the first reading of the swimming pool and sign ordinances, approved the Hessian's variance request, discussed the current inflow/outflow of the city's sewer system and extended the building permits of the Talebi and Pastor projects.

**6. ADJOURN**

Motion by Commissioner Paeper to adjourn the meeting. Commissioner Conrad seconded the motion. The meeting was adjourned at 8:10 pm.

Respectively Submitted,  
Gus Karpas - Zoning Administrator



## **CITY OF GREENWOOD NOTICE OF PUBLIC MEETING**

**NOTICE IS HEREBY GIVEN** that members of the Greenwood Planning Commission will hold a meeting in the Council Chambers at Deephaven City Hall, 20225 Cottagewood Road, Deephaven, Minnesota on **Wednesday, August 27, 2014 at 7:00 P.M.** or as soon thereafter as possible for the following purpose:

### **GREENWOOD PARK PLAN INFORMATIONAL MEETING**

The purpose of the meeting is to obtain resident's ideas and input on the development of a Park Plan.

The Park Plan is required to allow the city to use park funds to purchase capital improvements in any of our City Parks.

Options available to the City include, but are not limited to:

1. Maintain current parks and city trails in their current condition
2. Improve Greenwood Park, Shuman Woods Park, and / or city trails
3. Sell Shuman Woods Park Property and
  - a. Improve Greenwood Park
  - b. Maintain Greenwood Park in its current condition
  - c. Improve city trails

Please attend this meeting if you have an interest in the City Park system and want to contribute ideas or suggestions regarding options to improve or maintain the park system. Written comments and emails are encouraged and will be considered until 2 weeks after the public meeting. Comments can be mailed to, City of Greenwood, 20225 Cottagewood Road, Deephaven, MN 55331 or emailed to [guskarpas@mchsi.com](mailto:guskarpas@mchsi.com).

Gus Karpas  
Zoning Administrator



Date: August 8, 2014

To: Minnehaha Creek Watershed District Board of Managers

From: Greenwood City Council

Re: **Video Recording of MCWD Meetings**

At our 08-06-14 meeting, the Greenwood city council discussed Shorewood's draft letter to the MCWD to request that the MCWD Board of Managers consider producing video recordings of regular monthly meetings. Our city council agrees that this would be a great value to Greenwood residents as well as residents of other communities in the watershed.

The Lake Minnetonka Communications Commission produces video recordings of Greenwood city council meetings for broadcasting on cable TV and streaming on the LMCC website. Greenwood residents appreciate being able to view these meetings at their convenience.

Greenwood residents, along with residents in other communities in the watershed, are interested in issues affecting surface water management, water quality, invasive species, etc. If MCWD meetings were available for viewing on LMCC channels or online, it would help spread MCWD's message to a broader audience.

Thank you for your consideration.

If you have any questions regarding our comments, please contact Mayor Deb Kind 952.401.9181 [dkind100@gmail.com](mailto:dkind100@gmail.com).



# CITY OF ORONO

Street Address:  
2750 Kelley Parkway  
Orono, MN 55356

Mailing Address:  
P.O. Box 66  
Crystal Bay, MN 55323

Telephone (952) 249-4600  
Fax (952) 249-4616  
www.ci.orono.mn.us

August 25, 2014

MCWD Board of Managers  
c/o Executive Director Jeff Spartz  
15320 Minnetonka Blvd.  
Minnetonka, MN 55345

To the MCWD Board of Managers:

The MCWD is intrinsically involved with so many issues of importance to our community including water quality, surface water management, land use permitting and the control of aquatic invasive species. The ability to easily view the discussions, debates and decisions that are made on these issues is critical to the understanding and education of our residents and decision-makers. Due to this importance, the Orono City Council requests the Board of Managers immediately consider broadcasting the Board's regular monthly meetings for its constituents.

In an effort to provide transparency and easy access to decision-making, most of the cities in the watershed district videotape and provide convenient viewing of their council meetings. This is becoming standard in promoting government accountability and building public trust. With its significant impact on residential and economic activities, the MCWD should join with its member cities in utilizing this digital technology to be as transparent as possible in its operations.

We would be glad to share our knowledge gained in recently updating our website to handle videotaping, live streaming and web streaming of our meetings. Please feel free to speak with our city administrator, Jessica Loftus, if you would like to learn more details of our system.

We thank you in advance for your consideration of this request and look forward to hearing your discussion on this issue at an upcoming MCWD board meeting.

Sincerely,

Mayor Lili McMillan  
On behalf of the Orono City Council.