

# AGENDA

## Greenwood City Council Meeting

Wednesday, August 3, 2016  
20225 Cottagewood Road, Deephaven, MN 55331



### Worksession

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

- 6:00pm 1. CALL TO ORDER | ROLL CALL | APPROVE AGENDA
- 6:00pm 2. DISCUSS 2017 BUDGET & FEES
- 6:55pm 3. ADJOURNMENT

**Regular Meeting** *The public is invited to speak when items come up on the agenda (comments are limited to 3 minutes). The public may speak regarding other items during Matters from the Floor (see below).*

- 7:00pm 1. CALL TO ORDER | ROLL CALL | APPROVE MEETING AGENDA
- 7:00pm 2. CONSENT AGENDA  
*Consent Agenda items are considered to be routine and are approved through one motion with no discussion by the city council. Council members may remove any Consent Agenda item for discussion and separate consideration under Other Business.*
  - A. Approve: 07-06-16 City Council Meeting Minutes
  - B. Approve: June Cash Summary Report
  - C. Approve: June Certificates of Deposit Report
  - D. Approve: July Verifieds, Check Register, Electronic Fund Transfers
  - E. Approve: August Payroll Register
  - F. Approve: Liability Coverage Waiver Form
  - G. Approve: Budget Comment Opportunity
- 7:02pm 3. MATTERS FROM THE FLOOR  
*This is an opportunity for the public to address the council regarding matters not on the agenda. Comments are limited to 3 minutes. Typically, the council will not take action on items presented at this time, but will refer items to staff for review, action, and / or recommendation for future council action.*
- 7:05pm 4. PRESENTATIONS, REPORTS, GUESTS, AND ANNOUNCEMENTS
  - A. Chief Meehan: South Lake Minnetonka Police Department Quarterly Update and 2017 Budget
  - B. Chief Gerber: Excelsior Fire District 2017 Budget
  - C. Dave Martini: City Engineer Update
  - D. Announcement: Budget & Fees Worksession, 6pm Wed 09-07-16 (before council meeting)
- 7:45pm 5. PUBLIC HEARING
  - A. Showcase Event Permit Request, Mark Williams Custom Homes, 21695 Fairview St
- 7:55pm 6. ACTION RELATED TO PUBLIC HEARING
  - A. Consider: Showcase Event Permit Request, Mark Williams Custom Homes, 21695 Fairview St
- 8:00pm 7. PLANNING & ZONING ITEMS
  - A. 1st Reading: Ord 257, Amending Noxious Tree List in City Code Section 1140.80
  - B. 1st Reading: Ord 258, Regarding Temporary Family Health Care Dwellings
  - C. Review: Draft Ord 261, Regarding Grading
- 8:15pm 8. UNFINISHED BUSINESS
  - A. None
- 8:15pm 9. NEW BUSINESS
  - A. Reconsider: Removal of Lilacs at the Fire Lane Between 5120 & 5130 Meadville Street
  - B. Consider: Coyote Management Control
  - C. Consider: Excelsior Fire District 2017 Capital and Operating Budgets
- 8:45pm 10. OTHER BUSINESS
  - A. None
- 8:45pm 11. COUNCIL REPORTS
  - A. Cook: Planning Commission, Parks, Sewer Study, St. Alban's Bay Bridge, Traffic Committee
  - B. Fletcher: Lake Minnetonka Communications Commission, Fire
  - C. Kind: Police, Administration, Mayors' Meetings, Website
  - D. Quam: Roads & Sewers, Minnetonka Community Education, Traffic Committee
  - E. Roy: Lake Minnetonka Conservation District, St. Alban's Bay Lake Improvement District
- 9:00pm 12. ADJOURNMENT



# Worksession

Agenda Date: 08-03-16

Prepared by Deb Kind

## Agenda Item: 2017 Budget & Fees

**Summary:** The administrative committee (Mayor Kind and Councilman Fletcher) created the attached draft of the 2017 city budget. The council will have the opportunity to discuss the draft of the budget at the 08-03-16 worksession prior to the regular council meeting. Changes to the budget may be made at the worksession in August and again at another worksession before the 09-07-16 council meeting.

The "preliminary" budget must be approved at the 09-07-16 council meeting, so the tax levy amount may be reported to the county by the 09-30-16 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 12-07-16 council meeting.

For the council's reference, the electronic and full hard copy versions of the council packets include updated copies of the Municipal Dock Fee Comparison, CITY Levy Per Person, Tax Rate History, and Tax Capacity Formula & Tax Rate Comparison documents.

Since the budget is related to fees, the city council also will discuss possible changes to the city's fee schedule at the worksession. A copy of the current fee schedule is attached. Any fee changes must be done via an ordinance and must go into effect on January 1 of the following year. Attached is a fee ordinance for the worksession discussion.

### Timeline for Fee Ordinance:

- 09-07-16 City council considers 1st reading of the ordinance (may make revisions / may waive 2nd reading).
- 09-08-16 If the 2nd reading is waived, the ordinance is submitted to the Sun-Sailor for publication.
- 09-15-16 If the 2nd reading is waived, the ordinance is published in the Sun-Sailor on this date.
- 10-05-16 City council considers 2nd reading of the ordinance (may make revisions).
- 10-06-16 The ordinance is submitted to the Sun-Sailor for publication.
- 01-01-17 The ordinance is goes into effect on this date.

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

*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. The 2nd reading may be waived by a unanimous vote of city council members present at the meeting. 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.*

# 2017 Greenwood DRAFT Budget

		2014 Actual	2015 Actual	2015 Budget	2016 June YTD	2016 Budget	2017 Budget	% Change	% Total Budget
	<b>GENERAL FUND REVENUE</b>								
1	<b>TAXES</b>								
2	101-31010 General Property Tax	648,923	629,947	642,782	4,424	642,490	638,594	-0.61%	
3	101-31020 General Property Tax - Delinquent	7,186	4,640	0	0	0	0	#DIV/0!	
4	101-31040 Fiscal Disparities	3,472	3,526	0	0	3,262	3,500	7.30%	
5	101-31800 Surcharge Revenue	127	112	0	44	0	0	#DIV/0!	
6	101-31910 Penalties	0	0	0	0	0	0	#DIV/0!	
7		<b>659,708</b>	<b>638,226</b>	<b>642,782</b>	<b>4,467</b>	<b>3,262</b>	<b>3,500</b>	<b>7.30%</b>	<b>0.45%</b>
8	<b>LICENSES &amp; PERMITS</b>								
9	101-32110 Liquor & Cigarette Licenses	10,450	10,050	10,050	0	10,050	10,050	0.00%	
10	101-32180 Other Business Licenses / Permits (Rental, Commercial Marina, Garbage Hauler, Tree Contractor, Etc)	4,021	5,320	4,000	700	4,000	4,500	12.50%	
11	101-32210 Building Permits	67,347	67,562	36,000	27,985	45,000	46,000	2.22%	
12	101-32211 Electric Permits	8,466	4,065	5,000	1,929	5,000	4,000	-20.00%	
13	101-32240 Animal Licenses	340	525	450	65	450	500	11.11%	
14		<b>90,624</b>	<b>87,522</b>	<b>55,500</b>	<b>30,678</b>	<b>64,500</b>	<b>65,050</b>	<b>0.85%</b>	<b>8.31%</b>
15	<b>INTERGOVERNMENT REVENUE</b>								
16	101-33402 Homestead Credit (Market Value Credit)	0	0	0	0	0	0	#DIV/0!	
17	101-33423 Other Grants / Aids (Recycle Grant, Small Cities Assistance, Etc.)	18,985	19,000	0	2,825	2,500	3,000	20.00%	
18	101-33610 County Aid to Municipalities (CAM Road Aid)	1,802	1,800	0	0	0	1,500	#DIV/0!	
19		<b>20,787</b>	<b>20,800</b>	<b>0</b>	<b>2,825</b>	<b>2,500</b>	<b>4,500</b>	<b>80.00%</b>	<b>0.57%</b>
20	<b>PUBLIC CHARGES FOR SERVICES</b>								
21	101-34103 Zoning & Subdivisions (Variances, Conditional Use Permits, Etc.)	6,800	11,058	5,000	4,050	6,000	6,000	0.00%	
22	101-34207 False Alarm Fee	0	0	75	0	0	0	#DIV/0!	
23	101-34304 Load Limit Fees	6,448	12,524	4,000	3,311	6,000	6,000	0.00%	
24	101-34409 Recycling Fees	19,352	19,063	19,500	8,913	17,000	17,825	4.86%	
25		<b>32,600</b>	<b>42,645</b>	<b>28,575</b>	<b>16,274</b>	<b>29,000</b>	<b>29,825</b>	<b>2.85%</b>	<b>3.81%</b>
26	<b>FINES, FORFEITURES &amp; PENALTIES</b>								
27	101-35101 Court Fines	<b>6,153</b>	<b>6,132</b>	<b>5,600</b>	<b>2,458</b>	<b>6,000</b>	<b>6,000</b>	<b>0.00%</b>	<b>0.77%</b>
28									
29	<b>MISC. INCOME</b>								
30	101-36102 Investment Income	4,681	5,196	4,000	2,391	5,000	6,000	20.00%	
31	101-36230 Photocopy Revenue, Donations, Refunds, Parking Permit Revenue, Workshop Revenue, Etc.	3,076	716	0	197	500	500	0.00%	
32		<b>7,758</b>	<b>5,912</b>	<b>4,000</b>	<b>2,588</b>	<b>5,500</b>	<b>6,500</b>	<b>18.18%</b>	<b>0.83%</b>
33	<b>OTHER FINANCING SOURCES</b>								
34	101-39201 Interfund Operating Transfer: From Marina Fund	12,500	12,500	12,500	0	12,500	12,500	0.00%	
35	101-39200 Administration Expense Reimbursement: 10% of Marina Revenue	3,346	3,470	3,470	0	3,600	3,730	3.61%	
36	101-39202 Administrative Expense Reimbursement: 10% of Sewer Revenue	10,866	10,090	10,090	0	10,090	10,090	0.00%	
37	101-39203 Administrative Expense Reimbursement: 10% of Stormwater Revenue	1,625	2,302	2,302	0	2,573	2,573	0.00%	
38		<b>28,337</b>	<b>28,362</b>	<b>28,362</b>	<b>0</b>	<b>28,763</b>	<b>28,893</b>	<b>0.45%</b>	<b>3.69%</b>
39									
40	<b>Total Revenue</b>	<b>845,967</b>	<b>829,600</b>	<b>764,819</b>	<b>59,291</b>	<b>782,015</b>	<b>782,863</b>	<b>0.11%</b>	

# 2017 Greenwood DRAFT Budget

		2014 Actual	2015 Actual	2015 Budget	2016 June YTD	2016 Budget	2017 Budget	% Change	% Total Budget
<b>GENERAL FUND EXPENSES</b>									
41	<b>COUNCIL &amp; PLANNING COMMISSION</b>								
42	101-41100-103	13,200	13,200	13,200	6,600	13,200	13,200	0.00%	
43	101-41100-122	818	818	818	409	818	818	0.00%	
44	101-41100-123	191	191	191	96	191	191	0.00%	
45	101-41100-371	90	90	1,200	0	1,200	1,000	-16.67%	
46	101-41100-372	84	142	100	165	150	175	16.67%	
47	101-41100-433	0	93	150	93	100	100	0.00%	
48		<b>14,383</b>	<b>14,535</b>	<b>15,660</b>	<b>7,363</b>	<b>15,660</b>	<b>15,485</b>	<b>-1.12%</b>	<b>1.98%</b>
49	<b>ELECTIONS</b>								
50	101-41200-103	1,900	0	0	0	1,900	0	-100.00%	
51	101-41200-214	43	0	50	0	50	0	-100.00%	
52	101-41200-319	676	0	550	534	700	0	-100.00%	
53	101-41200-372	882	0	0	0	885	0	-100.00%	
54	101-41200-439	453	0	0	0	450	0	-100.00%	
55		<b>3,953</b>	<b>0</b>	<b>600</b>	<b>534</b>	<b>3,985</b>	<b>0</b>	<b>-100.00%</b>	<b>0.00%</b>
56	<b>ADMINISTRATION</b>								
57	101-41400-201	189	117	150	109	150	150	0.00%	
58	101-41400-202	2,312	1,979	1,800	1,065	1,800	1,800	0.00%	
59	101-41400-204	1,010	818	1,000	873	1,000	1,000	0.00%	
60	101-41400-309	815	0	450	375	600	600	0.00%	
61	101-41400-310	36,936	35,634	35,714	15,563	36,785	40,464	10.00%	
62	101-41400-311	5,905	5,849	5,999	2,437	5,849	5,849	0.01%	
63	101-41400-313	2,032	2,076	1,990	1,060	2,100	2,163	3.00%	
64	101-41400-322	713	1,099	800	348	800	800	0.00%	
65	101-41400-351	798	1,257	800	484	800	900	12.50%	
67	101-41400-439	630	681	725	539	725	725	0.00%	
68		<b>51,340</b>	<b>49,510</b>	<b>49,428</b>	<b>22,853</b>	<b>50,609</b>	<b>54,451</b>	<b>7.59%</b>	<b>6.96%</b>
69	<b>ASSESSOR</b>								
70	101-41500-309	15,000	17,000	17,000	18,324	18,000	13,000	-27.78%	
71	101-41500-439	382	272	125	81	400	600	50.00%	
72		<b>15,382</b>	<b>17,272</b>	<b>17,125</b>	<b>18,405</b>	<b>18,400</b>	<b>13,600</b>	<b>-26.09%</b>	<b>1.74%</b>
73	<b>LEGAL SERVICES</b>								
74	101-41600-304	11,812	16,355	12,000	6,900	12,000	10,000	-16.67%	
75	101-41600-308	3,813	3,996	4,000	771	4,000	4,000	0.00%	
76	101-41600-309	0	2,166	0	5,474	0	2,000	#DIV/0!	
77		<b>15,625</b>	<b>22,516</b>	<b>16,000</b>	<b>13,145</b>	<b>16,000</b>	<b>16,000</b>	<b>0.00%</b>	<b>2.04%</b>

# 2017 Greenwood DRAFT Budget

		2014 Actual	2015 Actual	2015 Budget	2016 June YTD	2016 Budget	2017 Budget	% Change	% Total Budget
78	<b>AUDITING</b>								
79	101-41700-301 Auditing (\$9700 in 2017 for 2016 audit, \$9,800 in 2018 for 2017 audit)	9,480	9,600	9,570	9,600	9,600	9,700	1.04%	
80		<b>9,480</b>	<b>9,600</b>	<b>9,570</b>	<b>9,600</b>	<b>9,600</b>	<b>9,700</b>	<b>1.04%</b>	<b>1.24%</b>
81	<b>GENERAL GOVERNMENT TOTAL</b>	<b>110,163</b>	<b>113,434</b>	<b>108,383</b>	<b>71,899</b>	<b>114,254</b>	<b>109,236</b>	<b>-4.39%</b>	<b>13.95%</b>
82									
83	<b>LAW ENFORCEMENT</b>								
84	101-42100-310 Law Enforcement - Contract	182,215	187,037	187,637	96,447	192,895	182,361	-5.46%	
85	101-42100-311 Police Side Lease - Facilities (Based on Total Tax Capacity on County Website in July)	45,628	46,320	46,319	21,960	46,115	43,658	-5.33%	
86	101-42100-439 Police Safety - Other (Jail, Court Overtime, Etc.)	4,266	497	1,000	268	2,500	2,500	0.00%	
87		<b>232,109</b>	<b>233,854</b>	<b>234,956</b>	<b>118,676</b>	<b>241,510</b>	<b>228,519</b>	<b>-5.38%</b>	<b>29.19%</b>
88	<b>FIRE</b>								
89	101-42200-309 Fire Protection - Operations (2015 actual includes \$2382 from 2014 excess reserves)	70,517	67,092	69,474	36,929	73,859	74,689	1.12%	
90	101-42200-311 Fire Side Lease - Facilities	60,371	56,878	56,878	28,992	57,983	55,087	-4.99%	
91		<b>130,888</b>	<b>123,970</b>	<b>126,352</b>	<b>65,921</b>	<b>131,842</b>	<b>129,776</b>	<b>-1.57%</b>	<b>16.58%</b>
92	<b>PUBLIC SAFETY TOTAL</b>	<b>362,997</b>	<b>357,823</b>	<b>361,308</b>	<b>184,596</b>	<b>373,352</b>	<b>358,295</b>	<b>-4.03%</b>	<b>45.77%</b>
93									
94	<b>ZONING</b>								
95	101-42400-308 Zoning Administration	4,372	10,222	3,500	3,468	4,000	7,000	75.00%	
96	101-42400-309 Public Notices	2,408	1,191	1,700	1,780	2,000	2,000	0.00%	
97	101-42400-310 Building Inspections (69% of Building & Electrical Permits)	39,784	49,509	28,290	16,636	34,500	34,500	0.00%	
98	101-42400-438 Misc. (County Recording Fees, State Bldg. Surcharge, etc.)	0	0	200	0	0	0	#DIV/0!	
99	<b>ZONING TOTAL</b>	<b>46,564</b>	<b>60,922</b>	<b>33,690</b>	<b>21,883</b>	<b>40,500</b>	<b>43,500</b>	<b>7.41%</b>	<b>5.56%</b>
100									
101	<b>ENGINEERING</b>								
102	101-42600-303 Engineering Fees - Misc.	1,212	4,930	2,500	1,217	3,000	3,000	0.00%	
103		<b>1,212</b>	<b>4,930</b>	<b>2,500</b>	<b>1,217</b>	<b>3,000</b>	<b>3,000</b>	<b>0.00%</b>	<b>0.38%</b>
104	<b>UTILITIES &amp; ROADS</b>								
105	101-43100-381 S&R - Utility Services - Elec (Includes Siren Electric)	4,534	4,827	5,500	2,295	5,000	5,000	0.00%	
106	101-43100-409 Other - Road Repair & Maintenance (Public Works Repairs)	2,881	6,607	5,000	1,229	4,500	5,000	11.11%	
107		<b>7,414</b>	<b>11,434</b>	<b>10,500</b>	<b>3,524</b>	<b>9,500</b>	<b>10,000</b>	<b>5.26%</b>	<b>1.28%</b>
108	<b>MAJOR ROAD IMPROVEMENTS</b>								
109	101-43200-229 Major Road Improvements - Construction	63,030	89,725	75,000	0	0	0	#DIV/0!	
109	101-43200-303 Major Road Improvements - Engineering	21,315	37,656	15,000	0	0	0	#DIV/0!	
110	101-43200-500 Major Road Improvements - Transfer to Road Improvement Fund	40,000	10,000	44,000	134,000	134,000	134,000	0.00%	
111		<b>124,345</b>	<b>137,380</b>	<b>134,000</b>	<b>134,000</b>	<b>134,000</b>	<b>134,000</b>	<b>0.00%</b>	<b>17.12%</b>

# 2017 Greenwood DRAFT Budget

		2014 Actual	2015 Actual	2015 Budget	2016 June YTD	2016 Budget	2017 Budget	% Change	% Total Budget
112	<b>PUBLIC WORKS</b>								
113	101-43900-226 Signs	11,090	754	5,000	803	2,500	1,500	-40.00%	
114	101-43900-312 Snow Plowing	22,166	7,773	16,000	4,881	20,000	20,000	0.00%	
115	101-43900-313 Trees, Weeds, Mowing	11,441	19,626	10,000	6,426	12,000	13,000	8.33%	
116	101-43900-314 Park & Tennis Court Maintenance	0	3,516	1,000	1,986	1,000	2,000	100.00%	
117	101-43900-315 Trail Snow Plowing (LRT and Tar Paths)	2,008	1,128	2,100	952	2,100	2,100	0.00%	
118		<b>46,705</b>	<b>32,798</b>	<b>34,100</b>	<b>15,047</b>	<b>37,600</b>	<b>38,600</b>	<b>2.66%</b>	<b>4.93%</b>
119	<b>ROADS &amp; PUBLIC WORKS TOTAL</b>	<b>179,676</b>	<b>186,542</b>	<b>181,100</b>	<b>153,788</b>	<b>184,100</b>	<b>185,600</b>	<b>0.81%</b>	<b>23.71%</b>
120									
121	<b>MISC. EXPENSES</b>								
122	101-49000-310 Recycling Contract (\$20,650 through August 31, 2018)	19,539	21,167	20,000	8,141	20,650	20,650	0.00%	
123	101-49000-311 Spring Clean-Up Day	2,253	3,238	2,500	0	3,300	3,300	0.00%	
124	101-49000-369 League of Minnesota Cities Insurance Trust / Liability & Property	2,417	3,233	5,000	0	2,500	3,300	32.00%	
125	101-49000-370 League of Minnesota Cities Insurance Trust / Workers Comp	138	157	140	0	150	160	6.67%	
126	101-49000-433 Misc. Expenses	0	0	100	0	100	100	0.00%	
127	101-49000-434 Southshore Community Center	1,200	0	1,200	0	1,200	0	-100.00%	
128	101-49000-435 League of Minnesota Cities (3% max increase in 2017 per letter from LMC)	798	833	1,100	0	800	824	3.00%	
129	101-49000-436 Lake Minnetonka Conservation District	6,880	6,560	6,560	3,005	6,009	6,298	4.81%	
129	101-49000-437 July 4th Fireworks & Parade (\$1500 Chamber of Commerce, \$100 parade)	1,518	1,627	1,100	1,500	1,600	1,600	0.00%	
130	<b>MISC. TOTAL</b>	<b>34,743</b>	<b>36,815</b>	<b>37,700</b>	<b>12,646</b>	<b>36,309</b>	<b>36,232</b>	<b>-0.21%</b>	<b>4.63%</b>
131									
132	<b>Subtotal</b>	<b>734,143</b>	<b>755,537</b>	<b>722,181</b>	<b>444,813</b>	<b>748,515</b>	<b>732,863</b>	<b>-2.09%</b>	
133									
134	<b>CONTINGENCY &amp; FUND TRANSFERS</b>								
135	101-49000-439 Contingency	0	0	12,638	0	13,500	30,000	122.22%	
136	101-49000-500 Transfer to Bridge Fund	20,000	30,000	30,000	0	20,000	20,000	0.00%	
137	<b>CONTINGENCY &amp; BRIDGE FUND TRANSFER TOTAL</b>	<b>20,000</b>	<b>30,000</b>	<b>42,638</b>	<b>0</b>	<b>33,500</b>	<b>50,000</b>	<b>49.25%</b>	<b>6.39%</b>
138									
139	<b>Total Expenses</b>	<b>754,143</b>	<b>785,537</b>	<b>764,819</b>	<b>444,813</b>	<b>782,015</b>	<b>782,863</b>	<b>0.11%</b>	
140									
141	<b>GENERAL FUND CASH BALANCE (Goal: 35%-50% of Operating Expenditures)</b>	<b>502,981</b>	<b>536,488</b>						
	<i>Audited Percent of Operating Expenditures</i>	<b>67.10%</b>	<b>66.70%</b>						

# 2017 Greenwood DRAFT Budget

		2014 Actual	2015 Actual	2015 Budget	2016 June YTD	2016 Budget	2017 Budget	% Change	% Total Budget	
142	<b>SEWER ENTERPRISE FUND</b> <i>This fund may be used for any city purpose. Goal: \$250,000.</i>									
143	602-34401	REVENUE: Sewer Use Charges (\$65 per quarter)	104,941	97,015	100,899	47,507	100,899	100,899	0.00%	
144	602-34402	REVENUE: Late Charges & Penalties	809	492	0	123	0	0	#DIV/0!	
145	602-34403	REVENUE: Delinquent Sewer Payments Received	547	1,019	0	0	0	0	#DIV/0!	
146	602-34404	REVENUE: Delinquent Sewer Late Fees Received	40	40	0	0	0	0	#DIV/0!	
147	602-34408	REVENUE: Permit Fees	525	675	0	300	0	0	#DIV/0!	
148	602-38100	REVENUE: Grant Revenue	0	0	0	0	0	0	#DIV/0!	
149	602-37100	REVENUE: Excelsior Blvd. Watermain Project (Contributions for Study, Assessment Pre-Payments)	8,302	0	0	0	0	0	#DIV/0!	
150	602-36100	REVENUE: Special Assessments (Excelsior Blvd Watermain Assessment Payments)	17,423	12,894	0	2,485	0	0	#DIV/0!	
151	602-43200-303	EXPENSE: Engineering Sewer	10,725	10,820	10,000	2,048	10,000	10,000	0.00%	
152	602-43200-309	EXPENSE: Met Council via Excelsior	40,308	36,395	44,447	21,681	45,000	45,000	0.00%	
153	602-43200-310	EXPENSE: Public Works Sewer	8,403	6,636	3,700	3,994	6,000	6,000	0.00%	
154	602-43200-381	EXPENSE: Utility Services - Electric	2,469	2,538	2,500	721	2,500	2,500	0.00%	
155	602-43200-404	EXPENSE: Repair & Maintenance	11,939	13,376	7,000	7,733	12,000	12,000	0.00%	
156	602-43200-410	EXPENSE: Excelsior Blvd. Watermain Project (Hennepin County Special Assessment Annual Fee)	12,028	125,801	0	390	0	0	#DIV/0!	
157	602-43200-439	EXPENSE: Misc. (Gopher State One Call, Forms, Printing, Insurance, etc.)	763	858	2,000	339	900	900	0.00%	
158	602-43200-530	EXPENSE: Capital Outlay (I&I Projects)	38,108	0	25,000	0	14,000	14,000	0.00%	
159	602-43200-720	ADMINISTRATIVE EXPENSE: To General Fund (10% of budgeted sewer revenue for adm. costs)	10,866	10,090	10,090	0	10,090	10,090	0.00%	
160		<b>Net Total</b>	<b>-3,023</b>	<b>-94,377</b>	<b>-3,838</b>	<b>13,509</b>	<b>409</b>	<b>409</b>	<b>0.00%</b>	
161		<b>SEWER ENTERPRISE FUND CASH BALANCE (Audited)</b>	<b>443,203</b>	<b>348,785</b>						
162	<b>STORMWATER SPECIAL REVENUE FUND</b> <i>This fund may be used for any city purpose.</i>									
163	502-34401	REVENUE: Stormwater Use Charges (\$19 per quarter)	16,097	22,578	23,021	11,760	25,729	25,729	0.00%	
164	502-34403	REVENUE: Delinquent Stormwater Payments Received	0	0	0	0	0	0	#DIV/0!	
165	502-34404	REVENUE: Delinquent Stormwater Late Fees Received	0	0	0	0	0	0	#DIV/0!	
166	502-43200-303	EXPENSE: Engineering Stormwater	2,802	10,595	6,700	642	6,700	6,700	0.00%	
167	502-43200-310	EXPENSE: Public Works Stormwater	960	4,385	0	756	0	0	#DIV/0!	
168	502-43200-319	EXPENSE: Equipment and Maintenance	0	9,880	0	0	0	0	#DIV/0!	
169	502-43200-409	EXPENSE: Street Sweeping	2,469	2,612	3,000	2,371	3,000	2,700	-10.00%	
170	502-43200-439	EXPENSE: Misc. (EPA Fee, Etc.)	43	216	250	211	250	250	0.00%	
171	502-43200-530	EXPENSE: Capital Outlay	15,000	0	0	0	0	0	#DIV/0!	
173	502-43200-720	ADMINISTRATIVE EXPENSE: To General Fund (10% of budgeted stormwater rev. for adm. costs)	1,625	2,302	2,302	0	2,573	2,573	0.00%	
174		<b>Net Total</b>	<b>-6,802</b>	<b>-7,413</b>	<b>10,769</b>	<b>7,779</b>	<b>13,206</b>	<b>13,506</b>	<b>2.27%</b>	
175		<b>STORMWATER SPECIAL REVENUE FUND CASH BALANCE (Audited)</b>	<b>8,625</b>	<b>443</b>						

# 2017 Greenwood DRAFT Budget

		2014 Actual	2015 Actual	2015 Budget	2016 June YTD	2016 Budget	2017 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	0	#DIV/0!	
182	401-45000-000	EXPENSE: Park Improvements	0	4,370	0	0	0	#DIV/0!	
183		<b>Net Total</b>	<b>0</b>	<b>-4,370</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>	<b>22,685</b>					
185	<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>								
186	605-36201	REVENUE: Slip Fees (\$1400 x 26 boats, \$300 x 2 sailboats, \$50 x 6 canoes)	32,700	34,050	34,700	35,400	36,000	37,300	3.61%
187	605-45100-309	EXPENSE: Professional Services (Dock In and Out)	3,000	3,000	5,150	1,500	3,500	3,500	0.00%
188	605-45100-310	EXPENSE: Public Works	474	179	2,000	216	500	500	0.00%
189	605-45100-439	EXPENSE: Misc. (LMCD Multi-Dock License \$350, SABLID / AIS \$2500 in 2017, Insurance \$873)	2,925	5,889	6,223	5,000	6,223	3,723	-40.17%
190	605-45100-590	EXPENSE: Capital Outlay	0	0	0	0	0	0	#DIV/0!
191	605-49300-720	OPERATING TRANSFER: To General Fund	12,500	12,500	12,500	0	12,500	12,500	0.00%
192	605-49300-721	ADMINISTRATIVE EXPENSE: To General Fund (10% of budgeted marina revenue for adm. costs)	3,346	3,470	3,470	0	3,600	3,730	3.61%
193		<b>Net Total</b>	<b>10,455</b>	<b>9,012</b>	<b>5,357</b>	<b>28,684</b>	<b>9,677</b>	<b>13,347</b>	<b>37.92%</b>
194		<b>MARINA ENTERPRISE FUND CASH BALANCE (Audited)</b>	<b>48,833</b>	<b>51,320</b>					
195	<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>								
196	403-39200	REVENUE: Transfer from General Fund	20,000	30,000	30,000	0	20,000	20,000	0.00%
197	403-45100-303	EXPENSE: Engineering	150	1,290	2,000	0	2,000	4,000	100.00%
198	403-45100-304	EXPENSE: Legal Services	0	0	2,000	0	2,000	2,000	0.00%
199	403-45100-530	EXPENSE: Capital Outlay	0	0	0	0	0	0	#DIV/0!
200		<b>Net Total</b>	<b>19,850</b>	<b>28,710</b>	<b>26,000</b>	<b>0</b>	<b>16,000</b>	<b>14,000</b>	<b>-12.50%</b>
201		<b>BRIDGE CAPITAL PROJECT FUND CASH BALANCE (Audited)</b>	<b>118,463</b>	<b>147,173</b>					
202	<b>SPECIAL PROJECT FUND</b> <i>This fund was created in 2013.</i>								
203	301-36102	REVENUE: Greenwood Park Stormwater Project	0	0	0	0	0	0	#DIV/0!
204	301-47000-602	EXPENSE: Greenwood Park Stormwater Project (Engineering, Etc)	0	0	0	152	0	0	#DIV/0!
205		<b>Net Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-152</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>
206		<b>SPECIAL PROJECT FUND CASH BALANCE (Audited)</b>	<b>0</b>	<b>0</b>					
207	<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>								
208	404-36230	REVENUE: Transfer from General Fund	40,000	10,000	44,000	134,000	134,000	134,000	0.00%
208	404-45100-100	EXPENSE: Capital Outlay	0	0	0	0	75,000	75,000	0.00%
209	404-45100-303	EXPENSE: Engineering Expenses & Public Notices	0	0	0	3,016	20,000	20,000	0.00%
210		<b>Net Total</b>	<b>40,000</b>	<b>10,000</b>	<b>44,000</b>	<b>130,984</b>	<b>39,000</b>	<b>39,000</b>	<b>0.00%</b>
211		<b>ROAD IMPROVEMENT FUND CASH BALANCE (Audited)</b>	<b>40,000</b>	<b>50,000</b>					
212		<b>Total Cash Balance</b>	<b>1,189,160</b>	<b>1,156,894</b>					

## 2016 CERTIFIED CITY LEVY PER PERSON

Hennepin County Lake Minnetonka Cities

	2016 Certified Levy	2014 Population	2016 Certified Levy Per Person
<b>Minnetonka Beach</b>	\$919,930	555	\$1,658
<b>Wayzata</b>	\$4,514,345	4136	\$1,091
<b>Greenwood</b>	\$642,490	693	\$927
<b>Woodland</b>	\$356,775	451	\$791
<b>Tonka Bay</b>	\$1,065,752	1492	\$714
<b>Shorewood</b>	\$5,079,408	7524	\$675
<b>Minnetonka</b>	\$34,114,440	50841	\$671
<b>Orono</b>	\$4,954,480	7611	\$651
<b>Excelsior</b>	\$1,406,426	2284	\$616
<b>Minnetrista</b>	\$4,157,599	6796	\$612
<b>Spring Park</b>	\$1,007,992	1676	\$601
<b>Mound</b>	\$5,649,172	9421	\$600
<b>Deephaven</b>	\$2,111,731	3677	\$574

*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 03-26-16*

## Tax Capacity Formula & Tax Rate Comparison for Taxes Payable in 2016

A property with an assessed EMV of:	<b>\$750,000</b>			
First \$500,000 is multiplied by 1%	\$500,000	x	1%	= \$5,000
Balance is multiplied by 1.25%	\$250,000	x	1.25%	= \$3,125
<b>Equals the "tax capacity" for the property:</b>				<b>\$8,125</b>

The above tax capacity formula is determined by the state and the multipliers are the same for every property in the state. To calculate your property's **tax capacity**, simply replace the **bold** number on the first line of the above formula with your property's **2015 estimated market value (EMV)**. The tax capacity number in yellow then is automatically inserted into the below spreadsheet and multiplied times the county, school, city, and misc **tax rates** to calculate the total **2016 taxes** for your property (Greenwood line if you live in Greenwood) and compares your taxes to the taxes paid by properties with the same EMV in other cities. **The tax rate is the same for every property in a jurisdiction.** The tax rate is determined by taking the total budgeted levy and dividing it by the total tax capacity for all properties in a jurisdiction. In other words, **when property values decline, tax rates will increase** so the total amount collected matches the budgeted levy amounts. Conversely, **when property values increase, tax rates decrease or do not increase as much** to match the budgeted levy amounts. The tax rates for **2017** will not be known until budgets / levies are set in the fall. Since property values increased county wide, it is likely that the tax rates will decrease for taxes collected in **2017, so this sheet will NOT work for calculating your 2017 taxes.**

	HENNEPIN COUNTY TAXES			MTKA SCHOOL DISTRICT TAXES						CITY TAXES			MISC TAXES: Hennepin Parks, Met Council, Watershed, etc.			TOTAL	
	COUNTY Tax Rate	Tax Capacity	Total COUNTY Taxes	SCHOOL Tax Rate	Tax Capacity	Subtotal SCHOOL Taxes	SCHOOL Referendum Tax Rate*	EMV	Subtotal SCHOOL Ref Taxes	Total SCHOOL Taxes	CITY Tax Rate	Tax Capacity	Total CITY Taxes	MISC Tax Rate	Tax Capacity	Total MISC Taxes	Total PROPERTY Taxes
Minnetonka	45.356%	\$8,125	= \$3,685	22.88700%	\$8,125	= \$1,860	0.30072%	\$750,000	= \$2,255	\$4,115	35.863%	\$8,125	= \$2,914	11.254%	\$8,125	= \$914	\$11,628
Eden Prairie	45.356%	\$8,125	= \$3,685	22.88700%	\$8,125	= \$1,860	0.30072%	\$750,000	= \$2,255	\$4,115	32.327%	\$8,125	= \$2,627	11.254%	\$8,125	= \$914	\$11,341
Excelsior	45.356%	\$8,125	= \$3,685	22.88700%	\$8,125	= \$1,860	0.30072%	\$750,000	= \$2,255	\$4,115	30.253%	\$8,125	= \$2,458	11.254%	\$8,125	= \$914	\$11,173
Shorewood	45.356%	\$8,125	= \$3,685	22.88700%	\$8,125	= \$1,860	0.30072%	\$750,000	= \$2,255	\$4,115	30.227%	\$8,125	= \$2,456	11.254%	\$8,125	= \$914	\$11,170
<b>Greenwood</b>	45.356%	\$8,125	= \$3,685	22.88700%	\$8,125	= \$1,860	0.30072%	\$750,000	= \$2,255	\$4,115	18.963%	\$8,125	= \$1,541	11.254%	\$8,125	= \$914	\$10,255
Tonka Bay	45.356%	\$8,125	= \$3,685	22.88700%	\$8,125	= \$1,860	0.30072%	\$750,000	= \$2,255	\$4,115	18.117%	\$8,125	= \$1,472	11.254%	\$8,125	= \$914	\$10,187
Deephaven	45.356%	\$8,125	= \$3,685	22.88700%	\$8,125	= \$1,860	0.30072%	\$750,000	= \$2,255	\$4,115	16.338%	\$8,125	= \$1,327	11.254%	\$8,125	= \$914	\$10,042
Woodland	45.356%	\$8,125	= \$3,685	22.88700%	\$8,125	= \$1,860	0.30072%	\$750,000	= \$2,255	\$4,115	10.692%	\$8,125	= \$869	11.254%	\$8,125	= \$914	\$9,583

Greenwood Percent of \$1

35.9%

40.1%

15.0%

8.9% 100.0%

The above spreadsheet shows how a Hennepin County / Minnetonka School District property with the same EMV will pay more or less taxes depending on the **city** it is located in.

\* School referendum tax rates are multiplied times the total EMV, not the tax capacity number.

Source: www.hennepin.us, Taxing District Information, 2016 Final Tax Rate Cards.

Sheet updated 03-26-16

## TAX RATE HISTORY

Tax rates are calculated by taking the total budgeted levy and dividing it by the total tax capacity derived from assessed estimated market values (EMVs) for all properties in a jurisdiction from the previous year. For instance, Greenwood's budgeted levy has had ZERO increases since 2010. So when Greenwood's EMVs decreased from 2009 to 2013, the city's tax rate increased from 2010 to 2014 in order to collect the same budgeted levy amount. Conversely, when Greenwood's EMVs increased in 2014, the city's 2015 tax rate decreased to collect the same budgeted levy amount. Note: Even though the county increased their budgeted levy for 2015 & 2016, their 2015 & 2016 tax rates decreased, because the countywide EMVs increased more than the budgeted levy increases.

	<b>2010 Tax Rate</b> Based on 2009 EMVs	<b>2011 Tax Rate</b> Based on 2010 EMVs	<b>2012 Tax Rate</b> Based on 2011 EMVs	<b>2013 Tax Rate</b> Based on 2012 EMVs	<b>2014 Tax Rate</b> Based on 2013 EMVs	<b>2015 Tax Rate</b> Based on 2014 EMVs	<b>2016 Tax Rate</b> Based on 2015 EMVs
<b>Hennepin County</b>	41.945%	45.840%	48.231%	49.461%	49.959%	46.398%	45.356%
<b>Mtka School Dist</b>	18.657%	21.274%	23.015%	24.487%	24.374%	25.093%	22.887%
<b>Greenwood</b>	17.936%	19.107%	20.336%	20.897%	22.246%	19.819%	18.963%

Source: [www.hennepin.us](http://www.hennepin.us), Taxing District Information, Final Tax Rate Cards

The above chart does not include school district referendum tax rates and misc tax rates.

Updated 03-26-16

ORDINANCE NO. \_\_\_\_

**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 as follows:

“

Docks: Municipal St. Alban's Bay Dock Permit	425.30 (5)	<del>\$1350</del> \$1400	Per slip, per season
Gasoline Station / Auto Repair License	420.15	<del>\$0</del> \$100 per site plus <del>\$10</del> \$0 per pump	Annual
Mailing Labels of City Utility Billing Database		\$25	Per instance
Zoning: Simple Subdivision Fee	600.07	<del>\$150 plus publication cost and \$400 plus Park Fund contribution and consultant / contract service provider expenses incurred by the city as they exceed the base fee amount</del>	

”

SECTION 2.

Effective Date. This ordinance shall be effective January 1, 2017.

Enacted by the city council of the city of Greenwood, Minnesota this \_\_\_ day of \_\_\_\_\_, 2016.

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

CITY OF GREENWOOD

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

Attest: \_\_\_\_\_  
Dana Young, City Clerk

First reading: \_\_\_\_\_, 2016  
Second reading: \_\_\_\_\_, 2016  
Publication: \_\_\_\_\_, 2016

# CHAPTER 5: FEES, FINES & FRANCHISE GRANTS

## SECTION 500. FEES: GENERAL.

## SECTION 510. FEES: LICENSES, PERMITS AND SERVICES.

## SECTION 515. CIVIL FINES AND FEES.

## SECTION 530. FRANCHISE GRANTS.

### SECTION 500. FEES: GENERAL.

#### Section 500.00. Fees, Charges and Rates Authorized and Defined.

The fees, charges, and rates for the purposes set forth in this chapter 5 of this code for licenses, permits, and municipal services shall be in the amounts set forth in this chapter. Reference to the amounts set forth herein in other portions of this code or in other ordinances may be made in such terms as “required fee,” “established fee,” “required license fee,” “license fee,” and “license fee in the required amount,” without specific reference to this chapter, in which event the amounts herein set forth shall be applicable.

#### Section 500.05. Priority of Application.

If fees, charges, and rates are set forth specifically in parts of this code other than this chapter 5 or in other ordinances which are now in effect, but have not been set forth in this chapter 5, in that event, the fees, charges, and rates thereby specifically set forth shall be effective for all purposes. In the event that such amounts shall appear in other places in this code or in other ordinances or codes, but shall appear in this chapter 5, the amounts appearing in chapter 5 shall supersede the others.

#### Section 500.10. Collection, Late Payment Charge, Special Assessment.

Payment in accordance with billings shall be made no later than the billing date established for the account. In addition to the charges provided, there shall be a late charge for payments made after the 30th day after the billing date. When a charge is more than 30 days past due, it shall be considered delinquent. It shall be the duty of the clerk to endeavor to promptly collect delinquent accounts. All delinquent accounts shall be certified by the clerk who shall prepare an assessment roll each year providing for assessment of the delinquent amounts against the respective properties served. The city council may set an additional assessment penalty fee for delinquent accounts that are certified to the county for collection. The assessment roll shall be delivered to the council for adoption on or before October 10 of each year. Such action may be optional or subsequent to taking legal action to collect delinquent accounts. The delinquent account fee and additional assessment penalty fee shall be determined by the council and set forth in the section 510 fee schedule of this chapter.

(SECTION 500.10 UPDATED DEC. 2012, ORD. 213)

### SECTION 510. FEES: LICENSES, PERMITS AND SERVICES.

#### Section 510.00. Fees: Licenses, Permits and Services Established.

Subd.1. The following fees for licenses, permits and municipal services have been established by the city council. No person, partnership, corporation, or other association shall engage in the following types of activity without paying the fee listed.

Type of License, Permit, or Fee	Section	Fee	Conditions & Terms
Advertisement Tube License	490.00	\$25	Annual per tube
Animal: Dog License	445.10	\$25 (\$15 if purchased in year 2)	Good for up to 2 years
Animal: Potentially Dangerous Animal License	445.25	\$500	Plus proof of \$100,000 insurance
Animal: Private Kennel License	445.05	\$50	Annual
Animal: Wild Animal Permit	445.15	\$50	72-hour limit

Blasting Permit	910.20	\$500	Council approval required
Boat Launch Permit Sticker (for Meadville fire lane): Resident	425.45	First 2 stickers are free. Additional stickers \$10 each.	Annual. 2 free stickers per address. Additional stickers require proof of residency and vehicle information / license plate number.
Boat Launch Permit Sticker (for Meadville fire lane): Non-Resident	425.45	\$50	Annual per vehicle. Must provide vehicle information / license plate number.
Building: IPM Code Book	320.30	\$31	Per copy
Building: Excavation / Filling Permit	440.00	Per building code	Per instance
Building: Excavation / Building Permit, Floodplain	1174.07	Per building code	Per instance
Building: Moving Permit	300.20	Per building code	Required per structure
Building: Permit	300.10	Per building code	Required per structure
Building: Permit to Extend Completion of Exterior Work	300.30	\$200 for first 60-day extension (administrative) \$400 for an additional extension (council)	Required per structure
Burning Permit: Recreational	475.10	No permit required	
Burning Permit: Non-Recreational	475.10	\$50	Per instance
Code Book (binder with tabs and photocopies)		\$55	
Docks: Commercial Marina License, Base	430.10	\$110	Base per year
Docks: Commercial Marina License, Per Slip	430.10	\$5	Per slip, per year
Docks: Municipal St. Alban's Bay Dock Permit	425.30 (5)	\$1350	Per slip, per season
Docks: Municipal Sailboat Space Permit	425.30 (5)	\$300	Per slip, per season
Docks: Municipal Canoe / Kayak Permit	425.30 (5)	\$50	Per space, per season
Duplicate Permit / License	400.15	\$5	Per instance
Excavation Permit: Temporary	1140.50	The fee is the cost incurred by the city for the review of the excavation plan.	Council approval required plus proof of bonding to cover expense of development plan.
Excavation Permit: Street / Sewer	640.30 & 640.95	The fee is the cost incurred by the city for the review of the excavation plan.	Plus surety bond as determined by city engineer.
False Alarm Permit: Fire (after 2nd offense in 12 mo. period)	460.03	\$75	
False Alarm Permit: Police (after 3rd offense in 12 mo. period)	455.10	\$75	
Fire / Police Alarm Non-Compliance Fine	455.35 & 460.07	\$1,000	According to state statute
Fireworks Permit	900.55	\$50	Council approval required
Gambling License	915.15	\$100	Council approval required
Garage Sale Permit (more than 1 in 12-month period)	450.25	\$150 per event, plus proof of insurance: \$300,000 per person, \$500,000 per incident, \$50,000 property damage.	
Garbage / Refuse Collector License	475.20	\$200 per year, plus proof of insurance: \$100,000 per person, \$500,000 per incident, \$100,000 property damage	
Gasoline Station / Auto Repair License	420.15	\$0 per site plus \$0 per pump	Annual
Home Occupation License	480	\$50	Annual. City council approval required. The city council may impose conditions.
Liquor: Off-Sale Non-Intoxicating License	800.15 & 800.35	\$100 per year plus commercial general liability by an insurance company licensed to do business in the state of Minnesota with a limit of liability of not less than \$1,000,000 per occurrence for bodily and property damage and loss of means of support with the "City of Greenwood" named as an additional insured on the policy. The liability policy must provide that it may not be canceled for any cause either by the insured or the insurance company without first giving ten days notice to the city in writing of that intention. The policy also must provide that any amount paid by the insurance company as a result of a claim will not reduce the coverage available to pay subsequent claims. Businesses with projected liquor sales of less than \$50,000 per year are only required to comply with the minimum insurance requirements in Minnesota state statutes.	
Liquor: Off-Sale Non-Intoxicating, Investigation Fee	800.30	\$500 plus all costs and expenses associated with investigation outside of MN as allowable by state statute	
Liquor: On-Sale Non-Intoxicating Temporary License	800.15	\$100 plus the minimum insurance requirements in Minnesota state statutes. License good for no more than 3 consecutive days	

Liquor: On-Sale Intoxicating License	820.40 & 820.45	\$10,000 per year plus commercial general liability and dram shop insurance by an insurance company licensed to do business in the state of Minnesota with a limit of liability of not less than \$1,000,000 per occurrence for bodily and property damage and loss of means of support with the "City of Greenwood" named as an additional insured on the policy. The liability policy must provide that it may not be canceled for any cause either by the insured or the insurance company without first giving ten days notice to the city in writing of that intention. The policy also must provide that any amount paid by the insurance company as a result of a claim will not reduce the coverage available to pay subsequent claims.	
Liquor: On-Sale Intoxicating, Wine License	820.40	\$2,000	Annual
Liquor: On-Sale Intoxicating, Sunday License	820.40	\$200	Annual
Liquor: On-Sale Intoxicating, Delimited License	820.40	\$2,500	Annual
Liquor: On-Sale Intoxicating, Investigation Fee	820.35	\$500 plus all costs and expenses associated with investigation outside of MN as allowable by state statute	
Liquor: On-Sale Intoxicating, Investigation Fee for Renewal Applications or Change of Status	820.35	\$250 per person to be investigated (not to exceed \$500)	Annual
Liquor: On-Sale Surety Bond	820.45	\$1,000	In conjunction w/application
Load Limit Fee: Per Trip Special Operating Permit (Jan 1-Feb 29 and May 2-Dec 31)	730.00	\$50	Per round trip. Not required for building projects exceeding \$20,000 in value.
Load Limit Fee: Per Trip Special Operating Permit (Mar 1-May 1)	730.00	\$500 per round trip. Or \$450 per round trip with Blanket Special Operating Permit.	
Load Limit Fee: Blanket Special Operating Permit	730.00	20% of the Building Permit or Moving Fee	Required for building projects exceeding \$20,000 in value. Blanket special operating permit holders must pay the additional March 1-May 1 per round trip fee for operation of vehicles in excess of the stated March 1-May 1 weight restriction.
Misc. Petitions to the City for Legal Consent or Releases Application Fee		\$200 plus consultant and contract service provider expenses incurred by the city as they exceed the base fee amount	Per application
Mobile Home Park Permit Fee	405.40	\$100	Annual
Mobile Home 15-Day License	405.40	\$50	Per instance
Mobile Home Temporary Residence License	405.40	\$100	Per instance
Parking Permit: Building Project	305.00	\$50	Per project
Parking Permit: Temporary	710.05	\$25	Charged on a per event basis. Fee will be refunded in cases where the permit is revoked due to inclement weather.
Peddler Permit	465.10	\$70	For 6 months
Photocopies	125.00	\$0.25 for black and white, \$1 for color	Per copy
Plumbing Permit	410.25	Per building code	Required per structure
Recycling: Collection Fee	475.30	\$14	Quarterly
Rental Property License	320.30	\$50 first unit, \$30 per additional unit	Annual
Right-Of-Way Encroachment Permit	630.05	Council approval required. Fee will be determined by the city council.	
Sanitary Sewer Non-Compliance Surcharge: Residential	310.30 5(f)	\$300	Quarterly
Sanitary Sewer Non-Compliance Surcharge: Commercial	310.30 5(f)	\$750	Quarterly
Security Deposit / Security Agreement for Landscaping	1140.60	The greater of \$1500 or 2% of the building value submitted on the building permit application. The fine is the greater of \$1000 or .4% of the building value submitted on the building permit application for each month (or part thereof) after 12 months the landscaping or conditions remain uncompleted.	
			See section 1140.60 for more information (including details about the security agreement option).

Security Deposit / Security Agreement for Performance of Conditions of a Variance or Conditional Use Permit Grant	1140.60 1150.20 1155.17	Security Deposits / Agreements must be approved by the city council. If approved, the city council shall set the fee amount.	See sections 1150.20 (conditional use permits) or 1155.17 (variances) for more information (including details about the security agreement option).
Sewer: Lateral Connection Fee		\$5,120	Per instance
Sewer: Sewer Access Charge (SAC)		As set by the Metropolitan Council	
Sewer: Cap Fee		\$75	Per instance
Sewer: Re-Connection Fee		\$75	Per instance
Sewer: Repair Permit Fee		\$75	Per instance
Sewer Rates: Residential	310.56	\$65 per residential sanitary service unit	Quarterly
Sewer Rates: Commercial	310.56	\$65 per commercial sanitary service unit	Quarterly
Sewer / Recycling / Stormwater Delinquent Accounts: <u>Late Fee</u>	310.56, 311.00 & 475.30	3% of the delinquent amount per quarter (12% annually).	Certified to county annually.
Sewer / Recycling / Stormwater Delinquent Accounts: <u>Assessment Amounts</u>	310.56, 311.00 & 475.30	The total delinquent amount including late fees, plus 12% per year once certified to the county, in addition to any fees charged by the county.	Certified to county annually.
Showcase Event Permit	450.25	\$250 per event, plus proof of insurance: \$300,000 per person, \$500,000 per incident, \$50,000 property damage.	
Sign Permit: Temporary	1140.40	\$25	Valid for 30 days. Limit 6 per year.
Stormwater Management Utility Fee: Residential	525.00	\$19	Quarterly
Stormwater Management Utility Fee: Commercial	525.10(3)	3 x current residential rate	Quarterly
Street Excavation Permit	640.30	\$200	Per site
Tobacco License	415.04	\$50	Annual
Tree Contractor License	435.00 & 1140.80	\$50	Annual. Proof of insurance also required: workers compensation insurance and liability insurance in the amounts of \$500,000 for injury or death of any one person, \$500,000 for injury or death of more than one person in any one accident, and \$100,000 for damage to property.
Tree Removal Conditional Use Permit: Shore / Bluff Impact Zone	1140.80	\$100	Per application
Tree Removal Permit: Exceed Permitted Tree Harvest	1140.80	\$100	Maximum of 5 significant trees
Tree Removal Permit: Construction Related	1140.80	\$250	Home Addition: Remove up to 10% of trees. New Construction: Remove up to 20% of trees. Tree preservation plan required for both.
Zoning: Code Amendment Application Fee	1160.05	\$400 plus consultant and contract service provider expenses incurred by the city as they exceed the base fee amount	Per application
Zoning: Conditional Use Permit Application Fee	1150.15	\$400 plus consultant and contract service provider expenses incurred by the city as they exceed the base fee amount	Per application
Zoning: Misc. Administrative Review Fee	Chapter 11	\$200 plus consultant and contract service provider expenses incurred by the city as they exceed the base fee amount	Per application
Zoning: Preliminary Administrative Plan Review Fee	1105.00	\$200	Per instance
Zoning: Preliminary Plat Application Fee	600.10	\$500 plus consultant and contract service provider expenses incurred by the city as they exceed the base fee amount	Per instance
Zoning: Shoreland Compliance Review Fee	1176.03	\$200	Per application. Paid only once if paid at variance or CUP application prior to building permit application. Signage CUP applications are exempt from paying the Shoreland Compliance Review Fee.
Zoning: Simple Subdivision Fee	600.07	\$150 plus publication cost and Park Fund contribution	
Zoning: Subdivision Park Fund Fee	600.35	10% of the fair market value of the buildable land to be subdivided	
Zoning: Variance Application Fee	1155.25	\$400 plus consultant and contract service provider expenses incurred by the city as they exceed the base fee amount	Per application
Zoning: Variance Extension	1155.10(9)	1st 1-year extension: \$50 (approved by zoning administrator). Subsequent 1-year extensions: \$350 (approved by city council).	

# Municipal Dock Fees

Updated 07-23-16

Tonka Bay	\$1,600
Deephaven	\$875
Excelsior*	\$2,663
<b>AVERAGE</b>	<b>\$1,713</b>

\* Excelsior charges \$98 per foot for residents, \$75 per foot for senior residents.  
 Excelsior has a total of 67 slips. 10 were rented to seniors.  
 The below table shows how Excelsior's average cost was calculated.

## Greenwood Maximum Boat Lengths:

14 slips at 23ft max	53.85%			
12 slips at 26ft max	46.15%			
67 x 53.85%	36.08			
67 x 46.15%	30.92			
23 x \$98	\$2,254	X	36.08	\$81,323
26 x \$98	\$2,548	X	30.92	\$78,785
10 x 53.85%	5.39			
10 x 46.15%	4.62			
23 x \$75	\$1,725	X	5.39	\$9,289
26 x \$75	\$1,950	X	4.62	\$8,999

\$178,397 TOTAL  
**\$2,663 AVERAGE (total divided by 67 slips)**



**Agenda Item:** Consent Agenda

**Summary:** The consent agenda items are considered to be routine and are approved through one motion with no discussion by the city council. Council members may remove consent agenda items for further discussion. Removed items will be placed under Other Business on the agenda.

The consent agenda items are included in the hard copy of the full council packet and in the electronic version of the packet available at [www.greenwoodmn.com](http://www.greenwoodmn.com).

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

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

# MINUTES

## Greenwood City Council Meeting

Wednesday, July 6, 2016

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, Rob Roy

Staff Members Present: City Engineer Dave Martini, City Zoning Administrator Dale Cooney

**Motion by Kind to approve the agenda. Second by Quam. Motion passed 5-0.**

### 2. CONSENT AGENDA

A. Approve: 06-01-16 City Council Meeting Minutes

B. Approve: May Cash Summary Report

C. Approve: May Certificates of Deposit Report

D. Approve: June Verifieds, Check Register, Electronic Fund Transfers

E. Approve: July Payroll Register

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

### 3. MATTERS FROM THE FLOOR

No one spoke during matters from the floor.

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

A. Guest: Senator David Osmeck, Annual Legislative Update

**No council action was taken. View comments at LMCC-TV.org.**

B. City Engineer Dave Martini: Flow Allocation Process, St. Alban's Bay Rd Stormwater Project

**No council action was taken. View comments at LMCC-TV.org.**

C. Announcement: Night to Unite, Tue 08-02-16, contact Dave Hohertz (952.960.1619 dhohertz@southlakepd.com) to have an officer stop by your neighborhood gathering

**No council action was taken. View announcement at LMCC-TV.org.**

D. Announcement: Budget & Fees Worksession, 6pm Wed 08-03-16 (before council meeting)

**No council action was taken. View announcement at LMCC-TV.org.**

### 5. PUBLIC HEARING

A. Public Hearing: Conduit Financing for Eagle Ridge Academy

Before opening the public hearing, Mayor Kind stated the following: At the 06-01-16 city council meeting, the city council authorized 07-06-16 at the Deephaven Council Chambers as the date and place for a public hearing to be held on the proposal that the city of Greenwood undertake financing on behalf of Eagle Ridge Academy, a Minnesota nonprofit corporation (the "Borrower"), pursuant to Minnesota Statutes, Sections 469.152 through 469.165. The city clerk has certified that an affidavit is on file at the office of the city clerk showing publication of the notice of public hearing on June 16, 2016 in the *Sun-Sailor*, the official newspaper of the city and a newspaper of general circulation in the city. The certification is included the full hard copy of the council packet and in the electronic packet available for viewing at [www.greenwoodmn.com](http://www.greenwoodmn.com). In addition, hundreds of pages of other related documents are available for viewing at city hall. As of the council packet deadline, no written comments have been received by the city. Representatives from Dorsey & Whitney, Eagle Ridge Academy, and the underwriter (Piper Jaffray) are present at the city council meeting to answer questions.

The purpose of the hearing was explained, the nature of the proposed revenue bonds was discussed, the draft copy of the Application to the Minnesota Department of Employment and Economic Development with draft copies of all attachments and exhibits were available, and all persons who desired to do so were afforded an opportunity to express their views with respect to the proposal to undertake the financing.

Mayor Kind then called for a motion to open the public hearing on the proposal to undertake the financing on behalf of the Borrower.

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

No one spoke during the public hearing.

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

6. ACTION RELATED TO PUBLIC HEARING

- A. Consider: Joint Powers Agreement with Deephaven Regarding Conduit Financing for Eagle Ridge Academy

**Motion by Fletcher that the council approves the Joint Powers Agreement providing for the issuance of one or more tax-exempt bonds on behalf of Eagle Ridge Academy Affiliated Building Company and authorizes the mayor and city clerk to sign the agreement. Second by Roy. Motion passed 5-0.**

- B. Consider: Res 28-16, Relating to Conduit Financing for Eagle Ridge Academy

**Motion by Cook that the council (1) adopts resolution 28-16, relating to a project on behalf of Eagle Ridge Academy Affiliated Building company and its financing; and approving of certain documentation in connection therewith; and (2) directs the city clerk to complete a certification of minutes relating to approval of resolution 28-16. Second by Quam. Motion passed 5-0.**

7. PLANNING & ZONING ITEMS

- A. Consider: Res 29-16 and Res 30-16, Grading Conditional Use Permit Findings and Variance Findings, 5140 Weeks Rd

**Motion by Fletcher that the city council adopts resolution 29-16 laying out the findings of fact APPROVING the conditional use permit application of Steve Kleineman of SKD Architects, on behalf of the property owners of 5145 Weeks Road as written. I further move that 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 each of the mailings in the property file. Second by Cook. Motion passed 5-0.**

**Motion by Fletcher that the city council adopts resolution 30-16 laying out the findings of fact APPROVING the variance application of Steve Kleineman of SKD Architects, on behalf of the property owners of 5145 Weeks Road with the following revision: Add "The required storm water management practices shall meet the requirements and specifications of the city engineer" to paragraph 8 and the "Be it Resolved" sections. I further move that 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 each of the mailings in the property file. Second by Cook. Motion passed 5-0.**

- B. Review: Ord 259, Mandatory Update of Floodplain Ordinance

**Motion by Fletcher that the city council directs staff to submit the DRAFT Floodplain ordinance to the DNR as presented. Second by Cook. Motion passed 5-0.**

- C. Review: Ord 257, Amending Noxious Tree List in City Code Section 1140.80

**Motion by Fletcher that the city council directs the planning commission to hold a public hearing on 07-20-16 and make a recommendation to the city council regarding the proposed ordinance 257 amending the noxious tree list in city code section 10140.80. Second by Roy. Motion passed 4-0-1 with Cook abstaining.**

- D. Review: Ord 258, Regarding Temporary Family Health Care Dwellings

**Motion by Fletcher that the city council directs the planning commission to hold a public hearing on 07-20-16 and make a recommendation to the city council regarding the proposed ordinance 258 regarding temporary family health care dwellings. Second by Roy. Motion passed 5-0.**

8. UNFINISHED BUSINESS

- A. None.

9. NEW BUSINESS

- A. Consider: Maintenance Projects for the Fire Lane Between 5120 & 5130 Meadville

Joe Fronius 5140 Meadville Street and Jan Gray 5170 Meadville Street spoke in favor of maintenance projects for the fire lane. *View complete comments at LMCC-TV.org.*

**Motion by Fletcher to authorize up to \$1,500 from the general fund contingency and \$5,000 from the park fund for the following maintenance projects and new installations at the fire lane located between 5120 & 5130 Meadville Street: (A) Remove lilac bushes and replace with grass; (B) Clean out the existing drainage swale and install new river rock; (C) Install new rip-rap. Second by Cook. Motion passed 5-0.**

- B. 1st Reading: Ord 260, Amending City Code Section 1210.10 (6) to Include Suspension of Licenses

**Motion by Roy that the city council (1) approves the 1st reading of ordinance 260 regarding suspension of licenses; (2) waives the 2nd reading of ordinance 260; and (3) directs the city clerk to submit the ordinance to the city's newspaper for publication on 07-14-16. Second by Cook. Motion passed 5-0.**

- C. Consider: Authorization of Lake Minnetonka Communications Commission Audio-Visual Allowance for Upgrading City Council Chambers

**Motion by Cook to authorize the use of the city's \$2,400 Lake Minnetonka Communications Commission audio-visual allocation towards audio-visual upgrades for the Deephaven city council chambers. Second by Quam. Motion passed 5-0.**

- D. Consider: Res 31-16, Changing Fall Sales Ratio Meeting Date to 11-02-16

**Motion by Fletcher that the city council approves resolution 31-16 appointments and dates as written. Second by Cook. Motion passed 5-0.**

10. OTHER BUSINESS

- A. None.

11. COUNCIL REPORTS

- A. Cook: Planning Commission, Parks, Sewer Study, St. Alban's Bay Bridge, Traffic Committee
- B. Fletcher: Lake Minnetonka Communications Commission, Fire
- C. Kind: Police, Administration, Mayors' Meetings, Website
- D. Quam: Roads & Sewers, Minnetonka Community Education, Traffic Committee
- E. Roy: Lake Minnetonka Conservation District, St. Alban's Bay Lake Improvement District

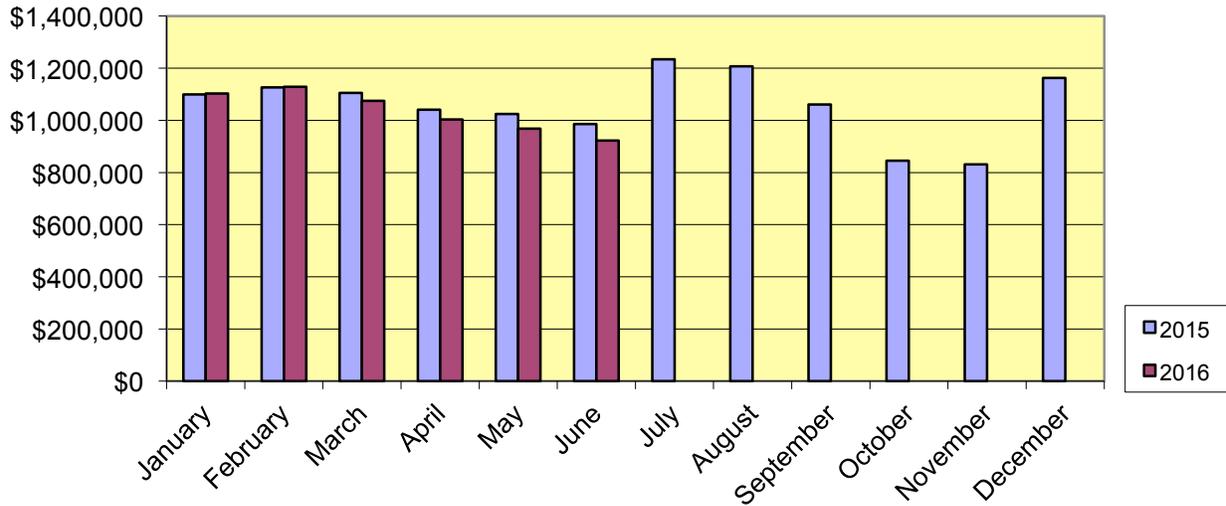
**No council action was taken regarding any of the council reports. *View reports at LMCC-TV.org.***

12. ADJOURNMENT

**Motion by Roy to adjourn the meeting at 9:20pm. Second by Cook. 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	2015	2016	Variance with Prior Month	Variance with Prior Year
January	\$1,100,038	\$1,103,197	-\$59,352	\$3,159
February	\$1,125,995	\$1,128,257	\$25,060	\$2,262
March	\$1,105,199	\$1,074,726	-\$53,531	-\$30,473
April	\$1,041,296	\$1,003,064	-\$71,662	-\$38,232
May	\$1,025,022	\$968,814	-\$34,250	-\$56,208
June	\$986,189	\$922,082	-\$46,732	-\$64,107
July	\$1,234,400	\$0	-\$922,082	-\$1,234,400
August	\$1,207,294	\$0	\$0	-\$1,207,294
September	\$1,061,011	\$0	\$0	-\$1,061,011
October	\$845,408	\$0	\$0	-\$845,408
November	\$831,317	\$0	\$0	-\$831,317
December	\$1,162,549	\$0	\$0	-\$1,162,549

Bridgewater Bank Money Market	\$375,185
Bridgewater Bank Checking	\$30,299
Bridgewater Bank CD	\$61,702
Alerus Bank CD'S	\$347,056
Alerus Bank Money Market	\$101,636
Alerus Bank Checking	\$6,204
	<b>\$922,082</b>

#### **ALLOCATION BY FUND**

General Fund	\$127,465
Special Project Fund	(\$152)
General Fund Designated for Parks	\$22,685
Bridge Capital Project Fund	\$147,173
Road Improvement Fund	\$180,984
Stormwater Fund	\$2,465
Sewer Enterprise Fund	\$361,458
Marina Enterprise Fund	\$80,004
	<b>\$922,082</b>

## GREENWOOD CERTIFICATES OF DEPOSIT

Report Date: 6/30/16

Acct #	Bank	Date	Term	Maturity	Rate	Amount
101-10411	Alerus Bank	06/22/15	13 month	07/22/16	0.60%	\$ 80,783.39
101-10409	Alerus Bank	08/05/15	13 month	09/05/16	0.60%	\$ 61,636.52
101-10412	Alerus Bank	10/22/15	13 month	11/22/16	0.60%	\$ 80,851.00
101-10410	Alerus Bank	12/06/15	13 month	01/06/17	0.60%	\$ 61,664.36
101-10407	Alerus Bank	02/04/16	13 month	03/04/17	0.60%	\$ 62,120.81
101-10413	Bridgewater Bank	05/11/16	13 month	06/11/17	1.00%	\$ 61,702.17
<b>TOTAL</b>						<b>\$ 408,758.25</b>

*CITY COUNCIL POLICY: 09-03-14 Motion by Roy to authorize the administrative committee to open CDs with a maximum initial maturity of 25 months with a combined maximum total CD balance of \$500,000 at Beacon Bank or Bridgewater Bank. Second by Cook. Motion passed 5-0.*

Check Issue Date(s): 07/01/2016 - 07/31/2016

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
07/16	07/01/2016	12564	808	ADVANTAGE SIGNS & GRAPHICS INC	101-20100	534.10
07/16	07/01/2016	12565	51	BOLTON & MENK, INC.	301-20100	16,639.00
07/16	07/01/2016	12566	9	CITY OF DEEPHAVEN	101-20100	7,055.73
07/16	07/01/2016	12567	594	CITY OF EXCELSIOR	602-20100	3,573.64
07/16	07/01/2016	12568	586	CIVIC SYSTEMS, LLC	101-20100	1,060.00
07/16	07/01/2016	12569	52	EXCELSIOR FIRE DISTRICT	101-20100	32,960.44
07/16	07/01/2016	12570	867	RANDY'S ENVIRONMENTAL SERVICES	101-20100	6,057.46
07/16	07/01/2016	12571	38	SO LAKE MINNETONKA POLICE DEPT	101-20100	27,054.58
07/16	07/01/2016	12572	145	XCEL ENERGY	602-20100	135.30
07/16	07/25/2016	12573	51	BOLTON & MENK, INC.	301-20100	4,430.00
07/16	07/25/2016	12574	762	CATALYST GRAPHICS INC	101-20100	80.50
07/16	07/25/2016	12575	9	CITY OF DEEPHAVEN	101-20100	3,312.51
07/16	07/25/2016	12576	822	ECM PUBLISHERS INC	101-20100	184.00
07/16	07/25/2016	12577	68	GOPHER STATE ONE CALL	602-20100	87.75
07/16	07/25/2016	12578	870	JEFF & KRISTEN LEWIS	605-20100	1,350.00
07/16	07/25/2016	12579	3	KELLY LAW OFFICES	101-20100	2,587.50
07/16	07/25/2016	12580	255	LMC INSURANCE TRUST	101-20100	193.00
07/16	07/25/2016	12581	105	METRO COUNCIL ENVIRO SERVICES	602-20100	3,203.41
07/16	07/25/2016	12582	38	SO LAKE MINNETONKA POLICE DEPT	101-20100	113.57
07/16	07/25/2016	12583	868	VOID - ST ALBAN'S BAY	101-20100	.00
07/16	07/25/2016	12584	145	XCEL ENERGY	101-20100	401.17
Totals:						<u>111,013.66</u>

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

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

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt
<b>BOLTON &amp; MENK, INC.</b>					
51	BOLTON & MENK, INC.	0191808	2016 DEVELOPMENT REVIEW	06/30/2016	208.00
		0191809	2016 DEVELOPMENT REVIEW	06/30/2016	222.00
		0191810	2016 MISC ENGINEERING	06/30/2016	1,520.00
		0191811	2016 SEWER IMPROVEMENTS	06/30/2016	1,000.00
		0191812	2016 STREET IMPROVEMENTS	06/30/2016	1,480.00
	Total BOLTON & MENK, INC.				4,430.00
<b>CATALYST GRAPHICS INC</b>					
762	CATALYST GRAPHICS INC	15368	CITY NEWSLETTER	06/20/2016	80.50
	Total CATALYST GRAPHICS INC				80.50
<b>CITY OF DEEPAVEN</b>					
9	CITY OF DEEPAVEN	063016	ZONING	06/30/2016	520.13
		2ND QTR 2016	2nd Quarter Building Permits	06/30/2016	2,792.38
	Total CITY OF DEEPAVEN				3,312.51
<b>ECM PUBLISHERS INC</b>					
822	ECM PUBLISHERS INC	375546	LEGAL NOTICE	07/07/2016	46.00
		375547	LEGAL NOTICE	07/07/2016	46.00
		378268	LEGAL NOTICE	07/14/2016	40.25
		378269	LEGAL NOTICE	07/14/2016	51.75
	Total ECM PUBLISHERS INC				184.00
<b>GOPHER STATE ONE CALL</b>					
68	GOPHER STATE ONE CALL	6060405	Gopher State calls	06/30/2016	87.75
	Total GOPHER STATE ONE CALL				87.75
<b>JEFF &amp; KRISTEN LEWIS</b>					
870	JEFF & KRISTEN LEWIS	071116	DOCK SLIP FEE REFUND	07/11/2016	1,350.00
	Total JEFF & KRISTEN LEWIS				1,350.00
<b>KELLY LAW OFFICES</b>					
3	KELLY LAW OFFICES	X446	GENERAL LEGAL	06/28/2016	2,587.50
	Total KELLY LAW OFFICES				2,587.50
<b>LMC INSURANCE TRUST</b>					
255	LMC INSURANCE TRUST	32433	Worker's Comp. Ins.	07/06/2016	193.00
	Total LMC INSURANCE TRUST				193.00
<b>METRO COUNCIL ENVIRO SERVICES</b>					
105	METRO COUNCIL ENVIRO SERV	0001057518	Monthly wastewater Charge	07/06/2016	3,203.41
	Total METRO COUNCIL ENVIRO SERVICES				3,203.41
<b>SO LAKE MINNETONKA POLICE DEPT</b>					
38	SO LAKE MINNETONKA POLICE	071416	Hennepin Co. Processing Fees	07/14/2016	113.57
	Total SO LAKE MINNETONKA POLICE DEPT				113.57
<b>ST ALBAN'S BAY</b>					

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt
868	ST ALBAN'S BAY	062716	SPECIAL ASSMT REV	06/27/2016	10,701.00
			SPECIAL ASSMT REV		10,701.00 -
	Total ST ALBAN'S BAY				<u>.00</u>
<b>XCEL ENERGY</b>					
145	XCEL ENERGY	062716	SIREN	06/27/2016	4.00
			4925 MEADVILLE STREET *		8.52
			Sleepy Hollow Road *		8.51
			Street Lights *		380.14
	Total XCEL ENERGY				<u>401.17</u>
Total Paid:	15,943.41				
Total Unpaid:	-				
Grand Total:	<u>15,943.41</u>				

Pay Per Date	Jrnl	Check Date	Check Number	Payee	Emp No	Description	GL Account	Amount
08/01/16	PC	08/01/16	8011601	COOK, WILLIAM B.	37		001-10100	184.70
08/01/16	PC	08/01/16	8011602	Fletcher, Thomas M	33		001-10100	84.70
08/01/16	PC	08/01/16	8011603	Kind, Debra J.	34		001-10100	277.05
08/01/16	PC	08/01/16	8011604	Quam, Robert	32		001-10100	184.70
08/01/16	PC	08/01/16	8011605	ROY, ROBERT J.	38		001-10100	184.70
Grand Totals:								<u>915.85</u>



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SINCE 1913

## LIABILITY COVERAGE – WAIVER FORM

**LMCIT members purchasing coverage must complete and return this form to LMCIT before the effective date of the coverage. Please return the completed form to your underwriter or email to [pstech@lmc.org](mailto:pstech@lmc.org)**

This decision must be made by the member's governing body every year. You may also wish to discuss these issues with your attorney.

League of Minnesota Cities Insurance Trust (LMCIT) members that obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member 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 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 apply regardless of whether the city purchases the optional excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could potentially recover up to \$2,000,000 for a single occurrence. (Under this option, the tort cap liability limits are waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2 million.) The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member 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 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.

City of Greenwood  
LMCIT Member Name

Check one:

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

Date of city council/governing body meeting August 3, 2016

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



**Agenda Number: 2G**

**Agenda Date: 08-03-16**

*Prepared by Deb Kind*

**Agenda Item:** Authorization to Send Budget Comment Opportunity Information to County

**Summary:** Every August the council is asked to determine when public comment will be taken regarding the budget and authorize the city clerk to send the information to the county. The information will be published in the property tax mailing sent out by the county. The council routinely sets the budget comment date at the January council meeting at same time other key dates are set for the year. December 7, 2016 at 7pm (regular city council meeting) was the date set by the council. The council needs to authorize the clerk to send this information to the county.

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

I move the council authorizes 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 7, 2016, Deephaven Council Chambers, 20225 Cottagewood Rd, Deephaven, MN 55331, phone 952.474.6633.



**Agenda Number: 4A**

**Agenda Date: 08-03-16**

*Prepared by Deb Kind*

**Agenda Item:** Chief Mike Meehan, South Lake Minnetonka Police Department Quarterly Update & 2017 Budget

**Summary:** Chief Meehan will attend the 08-03-16 city council meeting for the regular quarterly police update and to discuss the 2017 budget.

The South Lake Minnetonka Police Department coordinating committee (mayors of Excelsior, Greenwood, Shorewood, and Tonka Bay) unanimously voted to recommend approval of the attached operating budget (3.8% overall increase to member cities, 5.15% decrease for Greenwood if the operating formula is reset according to the arbitration order).

**Council Action:** According to the 2006 4th amendment to the SLMPD joint cooperative agreement, the budget MUST be approved by ALL of the member city councils by September 1, or the amount of the previous year's Approved Annual Operating Budget will be increased by the lesser of the following to arrive at the new Approved Annual Operating Budget: (a) The increase in the July Minneapolis / St. Paul Consumer Price Index for All Urban Consumers (CPI-U) over the previous 12-month period; or (b) The percentage increase in the most restrictive statutory levy limit applicable to the budget year placed on any of the Parties over the levy limit for that Party for the prior year. (c) In the event that (a) or (b) decreases, the operating budget shall remain the same. This provision applies only to operating expenses not governed by wage or benefit increases required by any union contracts. All Parties must pay wage or benefit increases as required by union contracts; other expenses can have ceilings applied per the above formula.

Potential motions ...

1. I move the Greenwood city council approves the 2017 South Lake Minnetonka Police Department operating budget with a 3.8% overall increase to member cities.
2. Other motion ???



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

Mike Meehan  
Chief of Police

24150 Smithtown Road  
Shorewood, Minnesota 55331

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

## MEMORANDUM

**TO:** Kristi Luger, Excelsior City Manager  
Dana Young, Deephaven City Administrator Representing City of Greenwood  
Bill Joynes, Shorewood City Administrator  
Lindy Crawford, Tonka Bay City Administrator

**FROM:** Mike Meehan, Chief of Police

**DATE:** July 13, 2016

**RE:** 2017 Operating Budget  
Coordinating Committee Recommendation

As you are aware, the Coordinating Committee for the South Lake Minnetonka Police Department (SLMPD) passed by a unanimous vote a recommended operating budget for 2017. This took place at their quarterly meeting held on July 13, 2016.

The recommended operating budget has been attached for your convenience. Overall the budget increased by 3.8 % over the 2016. The majority of this increase is due to wages.

For the second time since the arbitration in 2006, the funding formula has reset based on the reallocation formula prescribed in the arbitration ruling. The formula has reset for the five-year period beginning in 2017 and running through 2021. The resetting of the formula has initiated, amongst the Coordinating Committee, a new round of discussion regarding how well the current funding formula is working for the four cities. An amendment to the JPA regarding changes to the funding formula would affect how the budget is allocated to each city.

The recommended budget now goes to your respective city councils for consideration prior to the September 1st deadline. Approval of all four member cities is required to avoid the budget being determined by the default provision in the Joint Powers Agreement.

Cc: Coordinating Committee Members

# 2017 OPERATING BUDGET



## COORDINATING COMMITTEE RECOMMENDATION

Wednesday - July 13, 2016

# SOUTH LAKE MINNETONKA POLICE DEPARTMENT

## 2017 OPERATING BUDGET

### Projected Expenses

#### COORDINATING COMMITTEE RECOMMENDATION

Wednesday - July 13, 2016

ITEM	CATEGORY	AMOUNT
50100	Salaries - Full-Time	\$1,426,133
50200	Salaries - General Overtime	\$36,000
50230	Salaries - Reimbursed Overtime	\$48,500
50300	Salaries - Part-Time	\$57,500
50500	Social Security & Medicare	\$35,000
50600	PERA Pensions	\$232,900
50700	Insurance Benefits	\$273,400
51000	Contracted Services	\$27,000
52100	Equipment Leases	\$49,000
52200	Repairs & Maintenance	\$56,200
52300	Utilities	\$66,200
52400	Janitorial & Cleaning	\$10,500
52500	Printing & Publishing	\$2,500
52800	Care of Persons	\$0
53000	Supplies	\$68,250
54000	Uniforms & Gear	\$14,800
54500	Training & Development	\$20,000
56000	Insurance	\$83,100
56100	Subscriptions & Memberships	\$3,000
57000	Special Projects	\$8,950
58000	Capital Outlay	\$72,000
59000	Undesignated Allocation	\$0
	<b>TOTAL PROJECTED EXPENSES</b>	<b>\$2,590,933</b>

# SOUTH LAKE MINNETONKA POLICE DEPARTMENT

## 2017 OPERATING BUDGET

### Projected Revenues

#### COORDINATING COMMITTEE RECOMMENDATION

Wednesday - July 13, 2016

ITEM	CATEGORY	AMOUNT
40110	Court Overtime	\$6,000
40120	Excelsior Park and Dock Patrol	\$22,000
42100	State Police Officer Aid	\$105,000
42200	State Training Reimbursement	\$4,500
43100	Minnetonka School District	\$7,000
43200	Administrative Requests	\$5,000
43400	Special Policing Details	\$27,000
44000	Investment Income	\$4,000
46400	Forfeitures	\$1,000
46500	Grant Reimbursements	\$30,000
46600	Other Reimbursements	\$1,500
	<b>TOTAL PROJECTED REVENUES</b>	<b>\$213,000</b>
	<b>Expenses in Excess of Revenues</b>	<b>\$2,377,933</b>
	<b>PROJECTED COST TO MEMBER CITIES</b>	<b>\$2,377,933</b>

# SOUTH LAKE MINNETONKA POLICE DEPARTMENT

## 2017 OPERATING BUDGET

### COORDINATING COMMITTEE RECOMMENDATION

Wednesday - July 13, 2016

### Projected Contributions from Member Cities - Year 2017

Reallocation Formula (2017-2021)

MEMBER CITY	TOTAL AMOUNT	% SHARE	\$ SHARE	\$INCREASE OVER 2016
Excelsior	\$2,377,933	26.9319%	\$640,422	\$1,895
Greenwood	\$2,377,933	7.6689%	\$182,361	\$-10,534
Shorewood	\$2,377,933	49.5199%	\$1,177,550	\$73,885
Tonka Bay	\$2,377,933	15.8794%	\$377,600	\$36,558

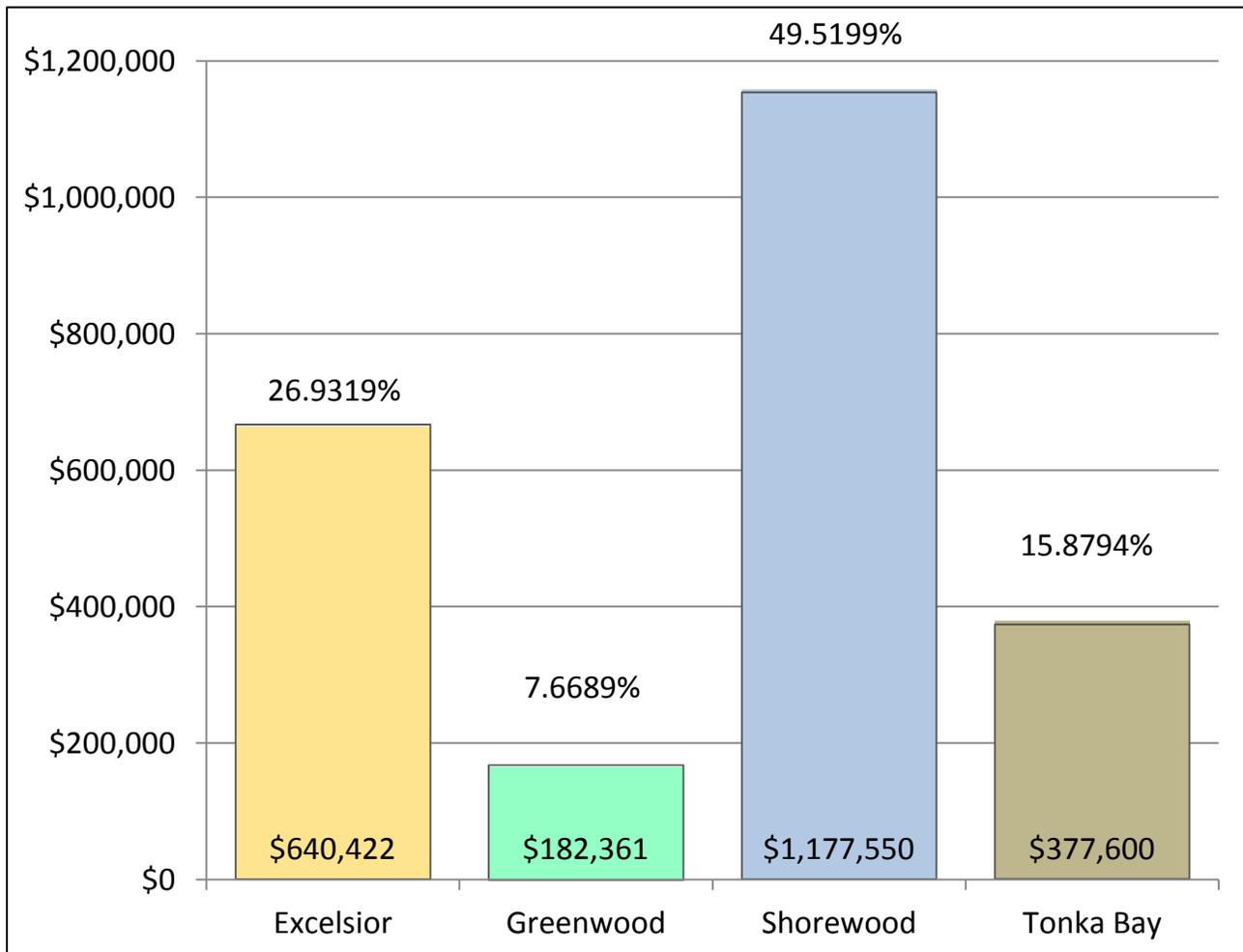
<b>2017 Total Contributions from Member Cities</b>	<b>\$2,377,933</b>	
<b>2016 Total Contributions from Member Cities</b>	<b>\$2,276,129</b>	
The funding formula used to determine each member city's percentage contribution toward the operating budget is based on an arbitration ruling in 2006. Every five years the funding formula is subject to an automatic adjustment based on the criteria set forth in this ruling. The 2017 operating budget was the second time since the ruling took effect that the funding formula was subject to adjustment. Barring an amendment to the JPA, the reset funding formula is not subject to change again until 2022.		
<b>Dollar Increase Over 2016</b>	<b>\$101,804</b>	
<b>Percentage Increase Over 2016</b>	<b>3.8%</b>	

**SOUTH LAKE MINNETONKA POLICE DEPARTMENT**  
**2017 OPERATING BUDGET**

**COORDINATING COMMITTEE RECOMMENDATION**  
Wednesday - July 13, 2017



**Proposed Contributions from Member Cities**  
**Reallocation Formula (2017-2021)**  
**Total Amount - \$2,377,933**



**SOUTH LAKE MINNETONKA POLICE DEPARTMENT**  
**2017 OPERATING BUDGET**

**COORDINATING COMMITTEE RECOMMENDATION**

Wednesday - July 13, 2016

**PENDING TRANSFERS TO SPECIAL FUNDS**

Line Item	Operating Budget Expenses		Transfer Amount	Assigned Funds
	Category	Sub-Category		
52100	Equipment Leases	Communications Records Management	\$41,800	Technology
52200	Repairs & Maintenance	Building Maintenance	\$1,200	Firearms Range
56000	Insurance	N/A	\$83,100	Insurance
57000	Special Projects	Reserve Unit	\$0	Reserve Officer
58000	Capital Outlay	Vehicle	\$70,000	Vehicle
58000	Capital Outlay	Equipment	\$2,000	Equipment
<b>Total</b>			<b>\$198,100</b>	

Prepared by Chief Mike Meehan - July 2016



**Agenda Number: 4B**

**Agenda Date: 08-03-16**

*Prepared by Deb Kind*

**Agenda Item: 2017 Excelsior Fire District Budget**

**Summary:** The proposed 2017 Excelsior Fire District budget is included in the electronic city council packet posted online at [www.greenwoodmn.com](http://www.greenwoodmn.com) and in the full hard copy of the council packet. The budget was considered by the EFD Board on 07-27-16 (after the council packet deadline). If any changes were made by the board, Greenwood's EFD Board representative (Councilman Tom Fletcher) will update the city council at the 08-03-16 meeting.

The 2017 EFD budget calls for an overall .46% increase in contributions from the cities. However, since EFD contributions are based solely on tax capacity and Greenwood's property values did not increase as much as some of the other EFD cities, the proposed budget means that Greenwood will have with an overall -1.57% decrease (1.12% increase in operations and a -4.99% decrease for facilities / capital costs).

EFD Chief Scott Gerber will attend the 08-03-16 council meeting to answer questions regarding the budget.

	<b>2016 Budget</b>	<b>2017 Budget</b>	<b>% Change</b>
Fire Protection - Operations	73,859	74,689	1.12%
Fire Side Lease - Facilities	57,983	55,087	-4.99%
	<b>131,842</b>	<b>129,776</b>	<b>-1.57%</b>

**Council Action:** Each city council in the EFD must take action on the budget. 3 of 5 cities must approve the operating budget. 4 of 5 cities must approve the facilities / capital budget. Potential motions ...

1. I move the council approves the 2nd draft of the 2017 Excelsior Fire District operating budget and facilities / capital budget as presented.
2. Other motion ???

**Excelsior Fire District  
2017 - 2037  
Building Projects Improvement Program**

Second DRAFT June, 2016

Facility Items	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
<b>Maintenance Items - Station 1</b>																								
Roof Repairs	\$ 5,400																							
Landscaping	\$ 7,000																							
Painting	\$ 4,240	\$ 3,505				\$ 2,000					\$ 2,000								\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
TV replacement	\$ 1,500	\$ 1,000	\$ 1,000				\$ 2,500					\$ 2,500				\$ 2,000					\$ 2,000		\$ 2,500	
Caulking outside	\$ 1,500											\$ 1,500	\$ 1,500	\$ 1,500										
Floor Sealing in Bays		\$ 22,000						\$ 2,000																
Concrete for station apron			\$ 21,000												\$ 3,000								\$ 4,000	
Seal Coating in parking lots				\$ 4,000				\$ 4,500					\$ 8,000	\$ 8,000			\$ 15,000							
UPS Batteries / Replacement				\$ 8,375					\$ 9,020															
Carpet Replacement					\$ 8,908	\$ 8,908	\$ 8,908	\$ 8,908							\$ 9,720	\$ 5,000						\$ 5,500		
Office Furniture - offices																		\$ 10,500						
Office furniture - conference rooms																					\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000
Office furniture - training room / EOC																								
Appliances (Kitchen and Wash Room)					\$ 5,000	\$ 1,500																		
Radiant Heaters in Garage													\$ 2,000											
Fitness Equipment									\$ 14,700	\$ 14,700	\$ 14,700	\$ 14,700												
Generator					\$ 3,500		\$ 3,500					\$ 3,500												
Server																	\$ 4,000					\$ 4,500	\$ 4,500	
<b>Station 1 Expenses</b>	\$ 19,640	\$ 26,505	\$ 22,000	\$ 12,375	\$ 17,408	\$ 12,408	\$ 14,908	\$ 15,408	\$ 12,500	\$ 12,500	\$ 16,700	\$ 22,200	\$ 11,500	\$ 19,220	\$ 8,000	\$ 2,000	\$ 21,500	\$ 10,500	\$ 10,000	\$ 10,000	\$ 26,500	\$ 30,000	\$ 23,500	\$ 19,000
<b>Maintenance Items - Station 2</b>																								
Roof Repairs																								
Landscaping	\$ 2,000																							
Painting	\$ 2,000																							
TV replacement		\$ 1,000					\$ 2,000					\$ 2,000												
Caulking outside												\$ 1,500					\$ 2,000					\$ 2,000	\$ 2,000	\$ 2,000
Floor Sealing in Bays		\$ 11,000																				\$ 1,500	\$ 1,500	
Seal Coating in parking lots																								
Carpet Replacement				\$ 2,000						\$ 2,000							\$ 10,000							
Office Furniture - offices					\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000							\$ 2,000				\$ 2,000					
Office furniture - conference rooms																					\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Appliances (Kitchen and Wash Room)																								
Radiant Heaters in Garage					\$ 5,500																			
Fitness Equipment									\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000					\$ 1,500							
Generator					\$ 1,500																			
Bathroom countertops			\$ 3,100																					
<b>Station 2 Expenses</b>	\$ 4,000	\$ 12,000	\$ 3,100	\$ 2,000	\$ 4,500	\$ 8,500	\$ 5,000	\$ 3,000	\$ 5,000	\$ 3,000	\$ 3,000	\$ 6,500	\$ -	\$ 2,000	\$ 1,500	\$ 1,500	\$ 12,000	\$ 4,000	\$ 7,000	\$ 5,000	\$ 8,000	\$ 11,500	\$ 11,500	\$ 10,000
<b>Total Building Expenses</b>	23,640	38,505	25,100	14,375	21,908	20,908	19,908	18,408	41,220	30,200	19,700	28,700	11,500	21,220	9,500	3,500	33,500	14,500	17,000	15,000	34,500	41,500	35,000	29,000

**Notes:**

1. Need to consider any future remodeling issues at stations if changes occur in staffing models at EFD
2. Need to consider any future expansion at station 2 for storage and safe operations.

**Excelsior Fire District  
2017 - 2037  
Capital Improvement Program**

FIRST DRAFT PROPOSED CIP Budg June, 2016

Equipment Item	Date Acquired	Original Cost	Life Bench mark	Proj Repl Date	Proj Equip Costs	Proj Finance Costs	Proj Apparatus Costs	Total Cost of Apparatus	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037				
Beginning Apparatus/Equip Balance									81,095	118,937	143,750	139,801	210,280	292,020	213,416	215,239	93,099	22,516	25,756	42,065	33,698	65,664	137,788	272,561	329,494	315,940	203,614	142,025	14,435	(85,850)	(32,561)	(6,278)				
<b>APPARATUS</b>																																				
#28 - New Chief Vehicle	2016	39,500	12 yrs	2028	11000	0	28500	39500			39,500																									
#23 - Inspector Vehicle	2008	31,805	12 yrs	2019	10500	0	32000	42500												42,500																
#25 - Command Utility Vehicle	2010	32,500	12 yrs	2022	10500	0	30000	40500						40,500																						
#26 - Duty Vehicle	2013	37,744	12 yrs	2025	11000	0	30500	41500																												
#21 - Rescue/Utility 21	2005	40,000	15 yrs	2025	4000	0	44000	48000																												
#16 - Rescue 12 - Excursion	2002	37,500	15 yrs	2023	3500	0	42000	45500																												
#17 - Utility 11 -P/U Truck	2002	37,500	17 yrs	2021	0	0	42000	42000																												
#24 - Heavy Rescue/Rescue 11	2009	284,688	20 yrs	2029	25000	60185	430000	515185																												
#27 - Engine 22	2013	425,000	20 yrs	2033	35000	95000	480000	610000	87,337	87,337	87,337	87,337																								
#15 - Aerial 11	1998	421,000	20 yrs	2018	35000	97225	730000	862225					172,445	172,445	172,445	172,445	172,445																			
#18 - Engine 11	2002	327,000	21 yrs	2023	30000	63540	450000	543540																												
#22 - Engine 21	2007	309,000	21 yrs	2028	35000	68125	480000	583125																												
#19 - Tanker 11	2002	181,000	25 yrs	2027	25000	32410	220000	277410																												
Tank for Rescue 21	2008	5,000		2025	5000	0	0	5000																												
Hazmat / LSU Trailer	2004	40,000	15 yrs	2019	20000	0	10000	30000						25,000																						
ATV - John Deere Gator - Utility 21	2014	17,663	15 yrs	2029	0	0	20000	20000																												
Boat 11	2016	27,000	10 yrs	2018	0	0	72000	72000																												
Boat 12		8,000		2024	0	0	0	15000																												
Boat 21	2007	31,380	15 yrs	2023																																
Boat Trailer - #11	2016	5,000		2016	0	0	0	0																												
Boat Trailer - #12		2,000		2024	0	0	1500	1500																												
Boat Trailer - #21	2008	2,860	15 yrs	2023																																
ATV - Mule - Utility 12	2006	12,000	15 yrs	2021	0	0	17000	17000	17,663																											
ATV - Mule Trailer	2006	1,700	15 yrs	2021	0	0	2000	2000																												
Capital Truck Maint			Ongoing					0																												
Equipment Lease Costs							5% calc	0																												
<b>Total Apparatus Expenses</b>									105,000	104,780	181,394	87,337	172,445	237,945	172,445	233,445	213,945	154,208	125,208	204,208	183,708	164,190	96,982	178,519	275,144	317,644	264,662	341,662	282,125	122,000	202,000	122,000				
<b>EQUIPMENT</b>																																				
Air Pack (SCBA) Replacement	2011	166,000	10 yrs	2021	166000	16600	0	182600	34,681	34,682																										
Extrication Tool (Station #2)	2007	28,000	15 yrs	2021				30000																												
Extrication Tool (Station #1)	2009	29,239	15 yrs	2023				32000																												
Defibrillators (7)		8,000						50000																												
Miscellaneous Equip. (TIC)								45000		13,544		15,000			14,000		5,000																			
Training Equipment								10000																												
<b>Total Equipment Expenses</b>									34,681	48,226	-	15,000	-	24,000	-	73,000	38,000	43,000	85,000	38,000	10,000	10,000	-	25,000	-	40,000	40,000	45,000	60,000	55,000	-	15,000				
<b>Total Building Expenses</b>										30,000																										
<b>Total Expenses</b>									139,681	183,006	181,394	102,337	172,445	261,945	172,445	306,445	251,945	197,208	210,208	242,208	193,708	174,190	96,982	203,519	275,144	357,644	304,662	386,662	342,125	177,000	202,000	137,000				
<b>REVENUES</b>																																				
Interest Income									523	1,819	3,445	2,796	4,205	5,840	4,268	4,305	1,862	450	515	841	674	1,313	2,756	5,451	6,590	6,319	4,072	4,072	2,840	289	(1,717)	(651)				
Sale of Used Equipment									2,000	6,000	4,000		80,000	7,500		5,000	4,500	25,000	1,000	8,000		20,000	4,000	30,000	20,000	4,000	4,000	20,000	4,000							
Donations / Transfers										30,000																										
Equipment Lease Proceeds																																				
Cities Contribution									175,000	170,000	170,000	170,000	170,000	170,000	170,000	175,000	175,000	175,000	225,000	225,000	225,000	225,000	225,000	225,000	235,000	235,000	235,000	235,000	235,000	235,000	230,000	230,000	230,000			
<b>Total Revenues</b>									177,523	207,819	177,445	172,796	254,205	183,340	174,268	184,305	181,362	200,450	226,515	233,841	225,674	246,313	231,756	260,451	261,590	245,319	243,072	259,072	241,840	230,289	228,283	229,349				
Year End Apparatus/Equip Balance									118,937	143,750	139,801	210,280	292,020	213,416	215,239	93,099	22,516	25,756	42,065	33,698	65,664	137,788	272,561	329,494	315,940	203,614	142,025	14,435	(85,850)	(32,561)	(6,278)	86,071				

**Notes:**

- Interest Income estimated at 2.0% to FY 2037.
- Equipment Inflation is estimated to be approximately 5% per year.
- Financing estimated at 5% interest rate
- Hazmat / LSU Trailer - trailer originally obtained thru grant from Hennepin County Emergency Management (Homeland Security funds). Sale of trailer will involve Hennepin County and Grant requirements.
- Current Changes to the CIP Plan for 2017
  - Updated purchase of Boat 11 and replacement plan
  - No major apparatus purchases in 2017



**2017**

**2<sup>nd</sup> DRAFT Proposed**

**CIP and Operating  
Budget**

**June 16, 2016**



# Excelsior Fire District

*Proudly serving the Communities of:*

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

24100 Smithtown Road

Shorewood, MN. 55331

## 2<sup>nd</sup> DRAFT Proposed 2017 Budget Foot Notes

June 16, 2016

### • Proposed 2017 Budget Footnotes

The following footnotes help to identify significant changes for 2017 as proposed in the budget.

#### ○ **Budget Reductions made from 1<sup>st</sup> Draft proposed – Total \$ 16,075**

- Reduce turnout gear replacement plan purchases by 1 set of Turnout Gear (\$1,500)
- Remove Duty uniform purchases in 2017 (\$2,000)
- Reduce computer replacement plan from 3 to 2 computers (\$1,075)
- Eliminate Ipad Maintenance (\$1,000)
- Reduce EFD staff numbers to attend FDIC (\$850)
- Eliminate the purchase of a 4 Gas monitor in 2017 (\$850)
  - Will need to add back in in 2018 budget
  - Will not impact service delivery with additional monitor being purchased in 2016 with CenterPoint grant.
- Eliminate the purchase of a cold water rescue suit in 2017 (\$800)
  - Will need to add back in in 2018 budget
  - Will not impact service in 2017 due to suits being purchased in 2016 with help of LMCD grant.
- Delay Building Projects
  - Delay replacing appliances at station 1 by 1 year (\$1,500)
  - Delay replacing fitness equipment at station 1 by 1 year (\$3,500)
  - Delay carpet replacement at station 2 by 1 year (\$3,000)

#### ○ **Excelsior Fire District will become Tax Exempt on January 1, 2017**

- Change in law signed as part of 2015 Education Bill
- Still on track to take effect on January 1, 2017
- In 2016 Budget reduced the operating budget by \$9,000 when the Tax Exempt Status did not go into effect.

#### ○ **Bond Refinancing**

- The Bonds for the financing on our facilities were restructured in 2015/2016 and provide costs savings of \$ 21,848 on the bond payments in 2016

#### ○ **Staffing**

- Maintain Full-time Staffing as currently operating
  - Fire Chief
  - Fire Inspector
  - Administrative Specialist - Shared Services with the City of Chanhassen
- Maintain Part-time Staffing as currently operating

- Part-time Fire Inspector (Special Events focused)
- Paid on Call Staffing
  - Retain and Recruit to staff at maximum of 50 firefighters
- Duty Crew hours to 10 hours per week
  
- **Facilities**
  - The \$14,375 in identified building maintenance projects as identified in the building maintenance planning
    - Reduced as noted above
  - Maintenance costs added to maintain concrete floors in the bays at the stations.
  
- **Capital Equipment Fund**
  - No Change to the \$170,000 contribution
  - Aerial 11 replacement for 2018 in the plan.
    - A detail memo of the replacement for Aerial 11 was included in the 2016 planning process.
    - Planning to date would indicate the ability to purchase a new Aerial device for the overall budgeted dollar (Apparatus, Equipment, financing costs).
    - No Changes in planning as discussed to date

**Excelsior Fire District**

**2nd DRAFT Proposed - June 16, 2016**  
w/ Duty Crew

Budget FY 2016  
Comparison with Previous Years

Account Code	Object Description	2012 Actual Amount	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Approved Budget	2017 Requested Budget	2017 Requested Dollar increase	Percent Change From 16 Adopted
<b>Fund 230</b>	<b>FIRE OPERATING FUND</b>								
<b>Dep't 42200</b>	<b>Fire Operations</b>								
<b>Personal Services</b>									
230-42200-101	Employees Regular	135,373	144,374	152,571	161,269	204,633	213,141	8,508	4.16%
230-42200-103	Part-Time Employees	15,672	16,321	16,886	22,328	5,846	6,043	197	3.37%
230-42200-106	Firefighter's Salaries	150,892	150,720	146,346	182,741	189,805	213,364	23,559	12.41%
230-42200-107	Fire Officer's Salaries	32,655	33,210	33,976	35,400	36,544	36,806	262	0.72%
230-42200-121	PERA	20,419	21,845	24,207	27,323	29,538	31,205	1,667	5.64%
230-42200-122	FICA/MC	20,159	11,957	17,578	19,711	23,306	25,383	2,077	8.91%
230-42200-131	Employer Paid Health	22,117	23,385	25,538	27,460	39,446	44,607	5,161	13.08%
230-42200-133	Employer Paid Life Insuranc	23	23	23	12	36	18	(18)	-50.00%
230-42200-151	Worker's Comp Insurance	19,966	25,239	22,276	22,571	25,000	26,500	1,500	6.00%
	<b>Total Personal Services</b>	<b>417,276</b>	<b>427,074</b>	<b>439,401</b>	<b>498,815</b>	<b>554,154</b>	<b>597,067</b>	<b>42,913</b>	<b>7.74%</b>
<b>Pension</b>									
230-42200-170	Firefighter Pension Contribu	14,907	27,529	-	-	-	-	-	#DIV/0!
<b>Supplies</b>									
230-42200-200	Office Supplies	3,496	3,730	4,112	2,832	4,000	3,720	(280)	-7.00%
230-42200-212	Motor Fuels	15,224	14,003	13,758	9,567	15,250	14,000	(1,250)	-8.20%
230-42200-217	Clothing	32,542	26,850	24,906	34,090	28,500	25,500	(3,000)	-10.53%
230-42200-220	Repair/Maint. Supplies	7,672	6,891	7,717	11,864	6,500	6,000	(500)	-7.69%
230-42200-221	First Aid Supplies	1,999	3,160	6,397	2,878	2,500	2,300	(200)	-8.00%
230-42200-222	Firefighting Supplies	13,939	18,239	19,018	14,852	10,700	10,700	-	0.00%
230-42200-241	Fire Prevention Tools	5,990	4,543	4,141	11,829	4,500	4,200	(300)	-6.67%
	<b>Total Supplies</b>	<b>80,862</b>	<b>77,416</b>	<b>80,049</b>	<b>87,912</b>	<b>71,950</b>	<b>66,420</b>	<b>(5,530)</b>	<b>-7.69%</b>
<b>Professional Services</b>									
230-42200-304	Legal	193	-	603	-	3,000	3,000	-	0.00%
230-42200-307	Fiscal Management Fees	17,000	16,000	16,000	16,480	16,975	18,000	1,025	6.04%
230-42200-311	Auditing	9,550	9,797	10,035	11,785	12,500	12,500	-	0.00%
230-42200-312	Refuse & Recycling Collecti	1,573	1,847	955	224	1,800	1,800	-	0.00%
230-42200-313	Janitorial Services	6,307	6,038	7,779	7,387	7,000	7,000	-	0.00%
230-42200-318	Medical Fees	6,406	6,312	6,481	9,158	7,000	7,000	-	0.00%
230-42200-319	Professional Services	15,738	25,579	22,317	52,510	29,204	30,845	1,641	5.62%
	<b>Total Professional Services</b>	<b>56,767</b>	<b>65,573</b>	<b>64,170</b>	<b>97,544</b>	<b>77,479</b>	<b>80,145</b>	<b>2,666</b>	<b>3.44%</b>
<b>Other Services and Charges</b>									
230-42200-321	Telephone/Communications	23,284	22,066	27,791	25,970	27,600	26,100	(1,500)	-5.43%
230-42200-322	Postage	382	654	219	301	500	500	-	0.00%
230-42200-323	Radio Units	27,957	25,329	31,311	22,333	28,500	28,500	-	0.00%
230-42200-331	Conferences	5,549	5,795	5,544	6,126	4,000	4,000	-	0.00%
230-42200-332	Mileage	-	74	118	-	200	200	-	0.00%
230-42200-333	Meeting Expenses	4,292	5,134	3,624	3,845	4,000	4,000	-	0.00%
230-42200-334	Training & Schools	24,863	27,302	23,765	25,533	26,820	26,800	(20)	-0.07%
230-42200-350	Printing & Publishing	1,071	1,272	701	1,112	1,100	1,100	-	0.00%
230-42200-360	Insurance	25,917	26,702	26,277	23,942	27,000	28,000	1,000	3.70%
230-42200-381	Electric Utilities	31,114	34,658	32,097	33,582	34,800	33,400	(1,400)	-4.02%
230-42200-383	Gas Utilities	10,629	12,814	15,409	10,604	14,000	13,000	(1,000)	-7.14%
230-42200-386	Water and Sewer Utilities	1,211	999	864	1,254	1,100	1,100	-	0.00%
230-42200-401	Repairs & Maint. Contracter	36,624	35,392	43,161	37,185	52,650	42,625	(10,025)	-19.04%
230-42200-404	Repairs/Maint. Machinery/E	19,953	28,032	24,539	20,517	25,450	25,450	-	0.00%
230-42200-405	Fire Equipment Maintenan	9,558	6,967	13,689	9,068	11,470	17,105	5,635	49.13%
230-42200-430	Misc Expenses (Bank)	481	843	1,186	1,434	1,220	1,220	-	0.00%
230-42200-433	Dues and Subscriptions	2,458	3,251	3,620	3,225	3,184	3,184	-	0.00%
230-42200-439	Contingency	-	-	-	-	-	-	-	#DIV/0!
	<b>Total Other Services</b>	<b>225,343</b>	<b>237,284</b>	<b>253,915</b>	<b>226,031</b>	<b>263,594</b>	<b>256,284</b>	<b>(7,310)</b>	<b>-2.77%</b>
	<b>Total Operating Budget</b>	<b>795,155</b>	<b>834,876</b>	<b>837,535</b>	<b>910,302</b>	<b>967,177</b>	<b>999,916</b>	<b>32,739</b>	<b>3.39%</b>
<b>Capital Outlay</b>									
230-42200-720	Building Fund Transfer	-	-	-	30,000	-	-	-	#DIV/0!
230-42200-720	Fire Relief Fund Transfer	27,529	-	-	30,000	-	-	-	#DIV/0!
230-42200-720	Fund Balance/ Reserve	-	-	-	-	-	-	-	#DIV/0!
230-42200-720	Capital Equip Transfer	165,000	170,000	175,000	170,000	170,000	170,000	-	0.00%
230-42200-720	Fire Facilities Transfer	554,567	554,285	548,460	547,091	549,098	527,250	(21,848)	-3.98%
		<b>747,096</b>	<b>724,285</b>	<b>723,460</b>	<b>777,091</b>	<b>719,098</b>	<b>697,250</b>	<b>(21,848)</b>	<b>-3.04%</b>
									#DIV/0!
<b>Totals Fund 230</b>	<b>Fire Operating</b>	<b>1,542,251</b>	<b>1,559,161</b>	<b>1,560,995</b>	<b>1,687,393</b>	<b>1,686,275</b>	<b>1,697,166</b>	<b>10,891</b>	<b>0.65%</b>

34202	Municipal Contribution	1,516,291	1,532,895	1,568,508	1,560,827	<b>1,635,079</b>	<b>1,642,618</b>
	Shared Services Income	-	-	-	-	<b>31,696</b>	<b>34,048</b>
36210	Interest Income	1,592	1,073	1,124	2,432	<b>1,500</b>	<b>2,000</b>
36228	Refunds and Reimburseme	24,464	22,080	11,132	19,703	<b>12,000</b>	<b>14,000</b>
36230	Donations / Other Income	-	4,266	550	-	-	-
39203	Special Events	-	-	-	-	<b>6,000</b>	<b>4,500</b>
39203	Fund Transfers	22,956	27,529	-	-	-	-
	<b>Total Revenue</b>	<u>1,565,303</u>	<u>1,587,843</u>	<u>1,581,314</u>	<u>1,582,962</u>	<u>1,686,275</u>	<u>1,697,166</u>
	<b>Balance</b>	<u>23,052</u>	<u>28,682</u>	<u>20,319</u>	<u>(104,431)</u>	<u>-</u>	<u>-</u>
	<b>Balance, January 1st</b>	<u>316,769</u>	<u>339,821</u>	<u>368,503</u>	<u>388,822</u>	<u>284,391</u>	<u>284,391</u>
	<b>Balance, December 31st</b>	<u>339,821</u>	<u>368,503</u>	<u>388,822</u>	<u>284,391</u>	<u>284,391</u>	<u>284,391</u>
	<b>Fund Balance %</b>	<u>40.703</u>	<u>43.999</u>	<u>42.714</u>	<u>29.404</u>	<u>28.441</u>	

(2016 vs. 2017 Contribution) = 1,635,079 1,642,618 0.46%

**City Contribution increase from 2016 7,539**

**EXCELSIOR FIRE DISTRICT**  
**2017 2nd DRAFT Operating Budget**  
 June 16, 2016

**CATEGORY**

**PERSONAL SERVICES**

	Detail Item Amount		Line Item Total	Category Total
101 Employees Regular (Full-time)			213,141	
Fire Chief	109,731	2.00%		
Fire Inspector	60,000	8.10%		
Administrative Specialist	43,410	4.50%		
Full time Excelsior Fire (Contract to City of Chanhassen for 20 hours per week)				
50% cost share	EFD Cost (\$21,705)			
20.87/hr x 40 hours per week				
103 Part Time employees				
PT Fire Inspector (May to October)	6,043		6,043	
22.38/hr x 10 hours per week	27 weeks			
106 Firefighters Salaries			213,364	
Station 1 Call Pay				
\$12.48 x 384 x 15 x 1 hr	71,885	2.00%		
Station 2 Call Pay				
\$12.48 x 276 x 10 x 1 hr	34,445	2.00%		
All Call Pay				
\$12.48 x 50 x 20 x 1.5 hrs	18,720	2.00%		
Station 1 Drill Pay				
\$24.96 x 50 x 25	31,200	2.00%		
Station 2 Drill Pay				
\$24.96 x 50 x 12	14,976	2.00%		
Duty Officer Pay				
\$50 per day x 365	18,250			
\$24.96 per call x 120	2,996			
Duty Crew Pay				
\$9.00 x 4 x 7 x 52	13,104			
12.48 x 4 x 3 x 52	7,788			
107 Fire Officer's Salaries			36,806	
Assistant Chief	6,176	2.00%		
Battalion Chiefs (2)	8,891	4,563 TO and 4,328 CH3		
Captains (5)	13,407	2.00%		
Apparatus Coordinator	2,159	2.00%		
Asst. Apparatus Coord.	1,418	2.00%		
Coordinators (6)	4,755	2.00%		
121 PERA			31,205	
Chief	17,776			
Fire Inspector	9,720			
Administrative Specialist	3,256			
Part-time Fire Inspector	453			
122 FICA			18,577	
Firefighters	13,229			
PT Fire Inspector	375			
Administrative Specialist	2,691			
Fire Officers (10)	2,282			
123 Medicare			6,806	
Chief	1,591			
FT Fire Inspector	870			
PT Fire Inspector	88			
Firefighters	3,094			
Fire Officers (10)	534			
Administrative Specialist	629			
131 Health Insurance			44,607	
Chief	17,345	10%		
Fire Inspector	14,703	10%		
Administrative Specialist	11,448	10%		
Dental Insurance	1,111			
Fire Inspector, Admin Specialist				
133 Life Insurance			18	
Chief	6			
Fire Inspector	6			
Administrative Special	6			
151 Workers Compensation			26,500	
<b>TOTAL PERSONAL SERVICES</b>				<b>597,067</b>

**CATEGORY**

**PENSION**

	Detail Item Amount		Line Item Total	Category Total
Firefighter Pension Contribution	-		-	-
	Note: None required for 2017			

CATEGORY									
SUPPLIES									
			Detail Item Amount			Line Item Total		Category Total	
	200 Office Supplies					3,720	Tax		
	212 Motor Fuels					14,000			
	217 Clothing					25,500			
		Turnout Gear (5 sets)	7,500						
		Helmets (6)	1,000						
		ID for helmets	200						
		Hoods (12)	450						
		Gloves (10 pairs)	500						
		Boots (6 pairs)	1,400						
		Turnout Gear Cleaning	6,000						
		Turnout Gear Repair	1,800						
		Firefighter Uniforms (6)	1,650						
		Badges & Uniform Brass	800						
		Firefighter Work Uniforms (10)	1,600						
		Fire Inspector Uniforms	400						
		Duty Uniforms	-						
		Fire Chief Uniforms	400						
		Cold Water Rescue Suits (1)							
		Class A Uniforms	1,800						
	220 Repair and Maintenance Supplies					6,000	Tax		
		Batteries	600						
		Culligan Water Station 1 & 2	700						
		Solar Salt Station 2	700						
		Small Tools	1,500						
		Vehicle and Station Supplies	2,500						
	221 First Aid Supplies					2,300	Tax		
	222 Fire Fighting Supplies/Tools					10,700			
		Fire Extinguisher Powder	450						
		Cartridge Refills	350						
		Oxygen Refills	2,000						
		Firefighting Foam	1,500						
		Extinguisher Refill	1,700						
		Small tools (Acct Tags, Saws, Wr	2,000						
		Hazmat Supplies	1,000						
		Hose	1,700						
	241 Fire Prevention					4,200	Tax		
		Code Books	500						
		Open House	1,200						
		Supplies & Handouts	2,000						
		Sparky Costume Maintenance	200						
		Life Safety Video	300						
	<b>TOTAL SUPPLIES</b>							<b>66,420</b>	
	<b>PROFESSIONAL SERVICES</b>								
	304 Legal					3,000			
	307 Fiscal Management					18,000			
	311 Auditing					12,500			
		District Audit (\$8,600), Northland Securities (\$1,600), Relief Actuarial (\$1,500) / (EFFRA to pay up to \$1,500)							
	312 Refuse					1,800			
	313 Janitorial					7,000			
	318 Medical Fees					7,000			
	319 Professional services					30,845			
		Recording Secretary	3,000						
		Computer Services	26,345				Tax		
		CISD	500						
		LMCC Recording Fees	1,000						
	<b>TOTAL PROFESSIONAL SERVICES</b>							<b>80,145</b>	

<b>CATEGORY</b>							
<b>OTHER SERVICES AND CHARGES</b>							
		<b>Detail Item Amount</b>			<b>Line Item Total</b>	<b>Category Total</b>	
321	Communications				26,100		
	Telephone	15,100	Tax				
	Cell Phones	4,350					
	Pagers (4 @ 475)	1,900					
	Pager Repair	1,700					
	Internet	1,450					
	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				4,000		
	Mn Fire Dept. Conference						
	Mn Fire Chiefs Conference	1,200					
	I Chiefs Conference						
	Fire Department Instr. Conf.	2,150					
	Emergency Mgnt Conf.	400					
	Fire Inspectors Conference	250					
332	Mileage and Travel				200		
333	Meeting Expenses				4,000		
334	Training Expenses				26,800		
	Training Tower / Simulator	2,000	(Traded services for Donation)				
	EMT (4 @ 1700)	6,800					
	EMT Refresher	5,400					
	FFI	2,000	(No longer fully funded by MBFTE Funds)				
	FFII	1,200					
	Haz-Mat Ops	2,000					
	Vo-Tech Schools	1,500					
	State Sectional Schools	-					
	Boat Training	300					
	Bloodborne/Right To Know	100					
	Guest Speakers						
	Training Aids	1,000					
	Support Staff training	300					
	Fire Chief Training	300					
	Fire Inspector Training	700					
	Blue Card ICS Training	2,700					
	Training Equipment	500					
350	Printing And Publishing				1,100		
	Call Sheets	425					
	Film & Developing	100					
	Stationary	350					
	Printer cartridges	225					
	Other Printing						
360	Insurance				28,000		
381	Electric Utilities				33,400	Tax	
383	Gas Utilities				13,000	Tax	
386	Water and Sewer Utilities				1,100		
401	Building Repair				42,625		
	Annual Maintenance	21,100	Tax				
	Sprinkler Alarm Inspection / Testing (Contractor Eval)	5,300					
	Elevator Inspection	1,850					
	Building Maintenance Projects (Plan identified)	14,375					
404	Repair And Maintenance Of Apparatus				25,450		
	Truck Repair	14,380	Tax				
	Pump Testing	1,720					
	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				17,105		
	Compressor Service	1,500	Tax				
	Air	475					
	Gas Powered Equipment	500					
	SCBA Service	4,030					
	31 packs @\$130/per pack						
	Fit Testing						
	SCBA Flow Testing						
	SCBA Hydro Testing	2,000					
	SCBA Maintenance	1,000					
	Ladder Testing	2,000					
	Hose Testing	4,800					
	Air Monitor						
	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				3,184		
	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					
	Lake Region Mutual Aid	75					
	Southwest Mutual Aid	100					
	Metro Fire Chiefs	100					
	Fire Chiefs	74					
	Vol FF Benefit Association	350					
439	Contingency						
440	Fund Balance / Reserve						
<b>TOTAL OTHER SERVICES AND CHARGES</b>							<b>256,284</b>
<b><u>TOTAL OPERATING BUDGET</u></b>							<b><u>999,916</u></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				527,250		
* The Bond payment was decreased from the 2016 amount of \$549,098 to \$527,250 in 2017. Refinance contributing to savings							
<b>TOTAL CAPITAL TRANSFERS</b>							<b>697,250</b>
<b><u>TOTAL CAPITAL</u></b>							<b><u>697,250</u></b>
<b><u>TOTAL BUDGET AMOUNT</u></b>							<b><u>1,697,166</u></b>
<b>OPERATING REVENUE</b>							
230-34202	Municipal Contribution				1,642,618		
230-34203	Shared Services - City of Chanhassen				34,048		
230-36210	Interest income				2,000		
230-36228	Refunds and Reimbursements				14,000		
230-39203	Fire Relief Fund Transfer				-		
	Special Events				4,500		
<b>TOTAL OPERATING REVENUES</b>							<b>1,697,166</b>

## *Shared Administrative Specialist Services*

- a. Job Share with City of Chanhassen
- b. Administrative Specialist
  - i. Full Time Position with the Excelsior Fire District
  - ii. No Change in Hours for the Excelsior Fire District
    - 1. 20 Hours Per Week for Excelsior Fire
  - iii. Salary and Benefits thru the Excelsior Fire District
    - 1. 50% cost recovery from the City of Chanhassen
  - iv. Shared Services Agreement with the City of Chanhassen
  - v. Job Duties as defined in position description

c. Cost Considerations – Full Time	
i. Salary	\$ 43,410
ii. Benefits	\$ 18,586
1. PERA – 3256	
2. FICA – 2691	
3. Medicare – 629	
4. Insurance	
a. Health – 11,448	
b. Dental – 556	
c. Life - 6	
iii. Work Comp / Liability	\$ 6,100
	<b>\$ 66,244</b>

**TOTAL COST           \$ 68,096**

**Excelsior Fire           \$ 34,048.00**

**City of Chanhassen   \$ 34,048.00**



***2017 Computer Cost projections  
2<sup>nd</sup> Draft of the Budget, June 2016***

- a. Computer Services –The costs included in this area include the following:
- i. Computers
    - Virus Protection \$400
    - Station 2 internet speed \$1000
    - Exchange filtering \$900
    - Office 2013 \$600
  - ii. Disaster Recovery Costs \$500
  - iii. Laptop Computers for Trucks
    - Maintenance of computers (3) \$2,000
  - iv. Computer Replacement (2) \$2,145
  - v. Monitor Replacement (2) \$600
  - vi. Aladtec Scheduling Software \$3,000
  - vii. IPAD Additions (2) \$1,500
    - Computer, Software and Mounting
  - viii. Firehouse Support \$1,800
  - ix. Copiers \$2,400
    - Ongoing lease for copier at Station 1 in the administrative area. This is the annual cost of a four year lease including the service and supply contract.
  - x. Computer Consultant \$8,500
    - Monthly technology/networking consulting costs
  - xi. Website Consultant \$1,000
    - Monthly technology/networking consulting costs

**Total technology costs for 2017 \$26,345**



***Building Maintenance  
2017 Major Project Summary  
2<sup>nd</sup> Draft – June, 2016***

**Station 1**

Seal Coat Parking Lots	\$ 4,000
UPS Battery Replacement	\$ 8,375

**Station 2**

Seal Coat Parking Lots	\$ 2,000
------------------------	----------

**Other Not Identified Future Projects**

Signage update on County Road 19 side of building

- \$ 2,800 - EFD sign
- \$ 2,600 – SLMPD Sign

**SALES TAX ANALYSIS  
EXCELSIOR FIRE DISTRICT**

<b>CODE</b>	<b>LINE ITEM</b>	<b>2014 COST SUBJECT TO TAX</b>	<b>ESTIMATED SALES TAX</b>	<b>ESTIMATED SALES TAX</b>
200	Office Supplies	\$4,112	\$282.70	\$280.00
220	Repair & Maintenance Supplies	\$7,717	\$530.54	\$500.00
221	First Aid Supplies	\$6,397	\$439.79	\$400.00
241	Fire Prevention Tools	\$19,018	\$1,307.49	\$1,000.00
319	Other Professional Services - Computers	\$4,141	\$284.69	\$280.00
321	Telephone	\$27,791	\$1,910.63	\$1,900.00
381	Electric	\$32,097	\$2,206.67	\$1,410.00
383	Gas	\$15,409	\$1,059.37	\$1,000.00
401	Contracted Repairs	\$20,000	\$1,375.00	\$1,350.00
404	Machinery / Equipment	\$10,000	\$687.50	\$680.00
405	Other Maintenance	\$3,000	\$206.25	\$200.00
	<b>Total</b>	<b>\$149,682</b>	<b>\$10,290.64</b>	<b>\$9,000.00</b>

**Excelsior Fire District**  
**(SECONDDRAFT PROPOSED) Budget 2017**  
 Allocation by City using Joint Powers Agreement funding formula for 2017

\$945,368 Operating  
 \$697,250 Building

	<u>Tax Capacity Payable 2016</u>		<u>Sum of all</u>		<u>Cities' Calculated</u>		<u>Total</u>
	<u>Dollars</u>	<u>Percent</u>	<u>Factors</u>	<u>Per JPA</u>	<u>Share of Cost</u>	<u>Share of Cost</u>	
Deephaven	\$12,938,791	29.77%	29.77%		\$281,420	\$207,559	\$488,979
Excelsior	\$5,168,880	11.89%	11.89%		\$112,424	\$82,917	\$195,341
Greenwood	\$3,433,970	7.90%	7.90%		\$74,689	\$55,087	\$129,776
Shorewood**	\$15,998,847	36.81%	36.81%		\$347,976	\$256,648	\$604,624
Tonka Bay	\$5,924,515	13.63%	13.63%		\$128,859	\$95,039	\$223,898
	<u>\$43,465,003</u>	<u>100%</u>	<u>100.00%</u>		<u>\$945,368</u>	<u>\$697,250</u>	<u>\$1,642,618</u>

(Using 2015 Hennepin County Assessors' valuations as of March 4, 2015)  
 xx -- Total 2015 Tax Capacity less reduction for The Islands served by the Mound FD.

**Quarterly Billings**

	<u>Operations</u>	<u>Buildings</u>	<u>Total</u>
Deephaven	\$ 70,354.99	\$ 51,889.86	\$ 122,244.85
Excelsior	\$ 28,105.91	\$ 20,729.33	\$ 48,835.24
Greenwood	\$ 18,672.29	\$ 13,771.63	\$ 32,443.92
Shorewood**	\$ 86,994.12	\$ 64,161.94	\$ 151,156.06
Tonka Bay	\$ 32,214.69	\$ 23,759.74	\$ 55,974.43
			\$ 410,654.50

**2017**  
**SECOND DRAFT PROPOSED Budget**  
**Contribution with 2017 JPA Formula**  
**Summary of Percentage Increase by City**

<b>2017 Formula</b>							
<b>2015 Operating Budget and \$175,000 Capital Transfer</b>							
<b>City</b>	<b>2015 Contribution</b>	<b>2016 Contribution</b>	<b>Increase</b>	<b>% Increase from 2015</b>	<b>2017 Proposed</b>	<b>Increase</b>	<b>% Increase from 2016</b>
Deephaven	\$ 443,603.00	\$ 466,247.00	\$ 22,644.00	5.10%	\$ 488,979.00	\$ 22,732.00	4.88%
Excelsior	\$ 175,642.00	\$ 187,522.00	\$ 11,880.00	6.76%	\$ 195,341.00	\$ 7,819.00	4.17%
Greenwood	\$ 126,352.00	\$ 131,842.00	\$ 5,490.00	4.35%	\$ 129,776.00	\$ (2,066.00)	-1.57%
Shorewood	\$ 613,471.00	\$ 615,334.00	\$ 1,863.00	0.30%	\$ 604,624.00	\$ (10,710.00)	-1.74%
Tonka Bay	\$ 231,704.00	\$ 234,134.00	\$ 2,430.00	1.05%	\$ 223,898.00	\$ (10,236.00)	-4.37%
<b>Total Contribution</b>	<b>\$ 1,590,772.00</b>	<b>\$ 1,635,079.00</b>	<b>\$ 44,307.00</b>	<b>2.79%</b>	<b>\$ 1,642,618.00</b>	<b>\$ 7,539.00</b>	<b>0.46%</b>
<b>Tax Capacity Information</b>							
<b>City</b>	<b>2015 Values</b>	<b>2016 Values</b>	<b>\$ Change</b>	<b>% Change from 2015</b>			
Deephaven	\$1,041,027,400	\$1,148,951,300	\$107,923,900	10.37%			
Excelsior	\$377,139,600	\$415,153,600	\$38,014,000	10.08%			
Greenwood	\$288,673,400	\$299,570,900	\$10,897,500	3.78%			
Shorewood	\$1,408,894,800	\$1,464,249,100	\$55,354,300	3.93%			
Tonka Bay	\$516,966,900	\$523,815,200	\$6,848,300	1.32%			
<b>Totals</b>	<b>\$3,632,702,100</b>	<b>\$3,851,740,100</b>	<b>\$219,038,000</b>	<b>6.03%</b>			
<b>City</b>	<b>2013 Values</b>	<b>2014 Values</b>	<b>\$ Change</b>	<b>% Change from 2012</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>			



## Excelsior Fire District

*Proudly Serving the Communities of:*

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**24100 Smithtown Road**

**Shorewood, MN. 55331**

**952-401-8801 Phone**

**952-960-1690 Fax**

### **Aerial 11/Truck 15 Replacement information**

- 1) Background – Aerial 11 is slated to be replaced after 20 years of service. Aerial 11 is currently on the CIP plan to be replaced in 2018 which will make the aerial 20 years old at time of replacement. Aerial 11 is the first run engine/aerial out of station one for most fire calls. Aerial 11 serves as a multi-use apparatus – it carries water, personnel, and has a ladder for elevated operations.
  
- 2) Refurbishment – A refurbishment of Aerial 11 was done in 2010. The goal of the refurbishment was to provide the necessary mechanical, structural, and operational repairs and maintenance on Aerial 11 in order to keep the truck operating effectively until its projected replacement date. The Aerial 11 refurbishment committee solicited quotes for repair/refurbishment of the Aerial truck in the last quarter of 2009 and the repairs were made in 2010. We had \$40,000 allocated for this project. Based on this information and the available financial resources, the Fire District decided to become the general contractor for this repair/refurbishment of the aerial truck. We contracted with a number of specialized providers to provide the needed repairs and maintenance of the truck. The categories were broke down as follows:

i.	Kirvida Fire, Inc.	Mechanical Repair	\$20,870.00
	1.	The mechanical repairs are needed to replace and repair worn or broken parts and fluids. These mechanical repairs will allow the truck to operate effectively and safely while striving to meet the current capital improvement plan.	
ii.	Dusty's Body Shop, Inc.	Paint Repair	\$6,297.50
	1.	Paint repair is needed to stop and repair rusted areas of the truck to eliminate further damage.	
iii.	Grafix Shoppe	Install new graphics	\$2,175.00
iv.	Grafix Shoppe	Remove old graphics	\$1,500.00
	1.	The Graphic removal and new graphic installation is required in order to fix repaired paint areas and to replace scratched and damaged graphics.	
v.	Northern Safety Tech.	New LED lights	\$7,405.64
	1.	New LED lights will be installed to be more NFPA compliant and also give better visibility passing traffic. The LED lights will also cause less draw on the alternator and will extend the new alternators life.	
		<b>Total</b>	<b>\$38,248.14</b>

- 3) Current use of Aerial 11 – Aerial 11 is the first run engine/aerial out of station one on most fire emergencies. Aerial 11 provides fire attack (600 gallons of water), a 65 foot reach for fire and rescue operations, a 65 foot ladder for rescue of victims, a 65 foot elevated water supply (master stream), transports up to six (6) firefighters to a scene, carries ground ladders, carries multiple hose lines, carries a wide variety of fire suppression equipment, and carries basic medical supplies. Aerial 11 is also used during training to carry out training objectives and carry firefighter to and from training locations.
  - A) Apparatus placement a fire operations considerations
    - i. Community roadways, residential and multi-family dwellings, and business occupancies all provide various challenges with access. Some areas of the fire district are more challenging than others.
  
- 4) Aerial 11 Description – Aerial 11 is a 1998 American LaFrance/General aerial with a 1500 gallon per minute pump, 600 gallon water tank, 10 gallon foam tank, and 6.5 kw generator. It currently has 36,415 miles on the odometer and 2446 hours on the hour meter. It has the ability to carry 6 seated firefighters inside the cab with 5 SCBA units mounted in the seated positions. It carries 500 feet of 5” supply hose, 3 - 200 foot 1/3/4” pre-connected attack hose and 1 - 200 foot 2-1/2” pre-connected hose. It carries 1 – 35 foot 3 fly ladder, 1 – 28 foot 2 fly ladder, 1 – 16 foot roof ladder, 1 – 20 foot roof ladder, 1 8 foot attic ladder, and 1 – 10 foot attic ladder. The truck also carries several other miscellaneous items used for fire fighting. Ladder operations -
  
- 5) What Excelsior Fire District Needs for Effective Operations
  - A) Needs
    - i. An aerial device with an elevated ladder – up to 78 feet
    - ii. Single axle truck for maneuverability thru our roads for most fire calls
    - iii. Minimum 300 gallon water tank (prefer 500 gallons)
    - iv. Minimum 10 gallon foam tank
    - v. Minimum 1500 gpm pump to assure water flow
    - vi. Adequate cabinets for fire suppression and emergency equipment
    - vii. Adequate storage for hose (hand lines and large diameter).
  
- 6) Repair items of concern and expense for Aerial 11
  - A) The manufacturer of Aerial 11, American LaFrance, is no longer in business and parts are becoming hard to find.
  - B) Aerial 11’s chassis and motor are not current production and parts are becoming more difficult to locate.
  
- 7) Corrections needed to be made to make A-11 NFPA compliant – The current Aerial 11 was built to be NFPA compliant in 1998; however, many new standards have been added. Listed below are a few of the larger items.
  - A) Install slow close valve on discharges over 3”.
  - B) Install intake relief on pump
  - C) Wiring and lighting upgrade
  - D) Current truck does not have rollover protection
  
- 8) Options for Replacement - Aerial 11 has several options for replacement. These options include the following:
  - a. Do not replace

- a. Keep running this apparatus until it is no longer serviceable.
- b. Use Mutual Aid and do not ever replace
  - i. Mutual Aid ladders are bigger in most cases and may not be able to get to all areas of our service area.
- c. I do not see this as the proper direction, but it is an option.

b. Refurbish / Remount

- a. You could take the existing ladder device and remount it on a new chassis. This is not a preferable option mainly due to changes in safety and operations of the ladder device itself. However, we have spoken with a vendor to get an estimate of these costs to perform this option. These costs are very approximate. They are as follows:

i. Aerial device	\$ 200,000
1. Labor to take off and remount	
ii. New Chassis	\$ 300,000
iii. New Pump	\$ 85,000
1. Including the labor to take off and remount	
iv. Total Estimate	\$ 585,000

- b. If this is something the Board wanted to pursue further, I would ask a vendor or two to come out and provide a detail estimate.

c. Purchase a used apparatus

- a. Used apparatus exist in the fire apparatus trade journals, however, most are as old or older that our current aerial device.

d. Purchase a Demo unit

- a. Various manufacturers produce demo units every year. It is possible to purchase a demo unit. When you purchase a demo unit it may fit most of our specification but not all. When you purchase a demo unit you generally have to be ready to purchase at that time. Demo units are generally not kept by a manufacturer for more than a year.
  - i. Costs to a demo unit are variable. An example is Toyne, Inc. has a current demo that is a 75 foot single axel Aerial that is approximately \$700,000.

e. Purchase a new unit

- a. Purchasing a new unit would likely be done thru a service called the Houston-Galveston Purchasing Cooperative (HGAC). This purchasing cooperative has been used by many other fire department in Minnesota and meets all Minnesota bid requirements. The advantage to using this system is that we do not have to create our own specifications. We are able to purchase off of the already specified purchasing agreement. Current pricing is good thru 2015. The HGAC pricing is good for three years and will be bid again in 2016.

Examples of costs for 2014/5 include:

i. Rosenbauer 78' single axle rear mount steel ladder	\$ 606,042
ii. Crimson 75' single axle rear mount steel ladder	\$ 633,118
iii. E-One 78' single axle rear mount aluminum ladder	\$ 609,548
iv. KME 79' single axle rear mount steel ladder	\$ 576,004
v. Marion 75' single axle rear mount steel ladder	\$ 671,045
vi. Pierce 75' single axle rear mount aluminum ladder	\$ 610,000
vii. Seagrave 75' single axle rear mount steel ladder	\$ 707,849
viii. Sutphen 75' mid mount aluminum ladder	\$ 637,176

9) Sale of current Aerial 11

- A) The longer we keep our equipment, the less our sale or trade is worth, the more the repairs and maintenance will be, and the cost of the new apparatus will increase. Our sale value or trade value is estimated to be approximately \$80,000 if done in 2018 or sooner.

10) Other considerations

- A) Current A-11 doesn't meet emission standards.
- B) Truck will be 20 years old and much more unreliable. Time is of the essence in emergencies and no room for mechanical failure.
- C) New A-11- platform for safer ladder operations
- D) New A-11 would be 100% NFPA compliant making it much safer for the firefighters.
- E) To give full credit ISO requires the Excelsior Fire District to have an aerial device. We currently have a ISO rating of 4 where there is hydrants and a 5 where there is not hydrants.
- F) CIP Planning – It is important to remember that the CIP planning is a system/process that include many components that are interchanged. In the past, the Excelsior Fire District was strapped with old and obsolete apparatus and financial difficulties to replace them in part because of inadequate planning.



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### **Excelsior Fire District Aerial 11 Key Questions**

1. Water Capacity
  - a. Current Truck – 600 gallons
  - b. Looking for at least 400-500 gallon tank
  - c. Hydrants vs. no hydrants
  
2. Pump Size and Capacity
  - a. Current Truck 1500 gpm
  - b. Looking for 1500 gpm
  - c. Needed for Master Stream Operations
  - d. Engines 1250 gpm
  
3. Maneuver in the Streets
  - a. Current Truck Single Axle
  - b. Looking for Single Axle
  - c. Length – turning radius, crimp angle
  
4. Regional Aerial Device Availability and Use
  - a. Long Lake – No Aerial Device
  - b. Wayzata – 100 Platform Aerial Device
  - c. Mound – 78 foot Stick Aerial Device
  - d. Maple Plain – 100 foot Stick Aerial Device
  - e. Minnetonka – Multiple Aerial Devices and lengths – Platform and Stick
  - f. Chanhassen – 100 foot Platform Aerial Device
  - g. Chaska – 100 foot Platform Aerial Device
  - h. Hopkins – 100 Foot Platform Device
  - i. Eden Prairie – 100 foot Platform Aerial device and 78 foot Aerial stick device
  - j. St. Louis Park – 78 foot Aerial stick device
  - k. St. Boni – No Aerial Device
  - l. Victoria – No Aerial Device

## 5. Size of the Ladder

- a. Current Ladder – 65 feet
- b. Devices today
  - i. 75 feet
  - ii. 78 feet
  - iii. 79 feet
  - iv. 107 feet
- c. Key Factor – Reach

## 6. Key usage

- a. Firefighter Safety
  - i. A firefighter working over a fire in today's building construction is much safer working from an aerial device than from a 35 foot ladder and a roof ladder. The reason is that the aerial device provides the necessary elevation without relying on the support of the structure itself which may be compromised.
  - ii. Light at top of ladder can be used to light up scene from the top.
- b. Fire Suppression
  - i. Elevated Master Stream – having an elevated master stream device that can work from above a structure to help suppress a fire is important and beneficial. The reason is that you can get at the seat of the fire from above a fire that is “through the roof” that cannot done from the ground level. An example was the 165 Lakeview fire in Tonka Bay where the elevated master stream was able to extinguish the fire when ground operations could not, resulting in saving half the house and belongings.
  - ii. In large apartment or commercial building without stand pipes, Aerial can be raised into a window and used as a stand pipe for internal operations. This was the case at the Hans Hardware fire in Excelsior a number of years ago.
  - iii. Exposure protection – having an aerial device that can provide a “water curtain” to a neighboring home or business to minimize exposure damage as a result of a structure fire in effective and beneficial. With increasing land values, lots are becoming smaller and communities are doing more P.U.D.'s with cluster housing which will increase the potential for greater aerial use for exposure protection.
  - iv. Greater reach from an elevated master stream.



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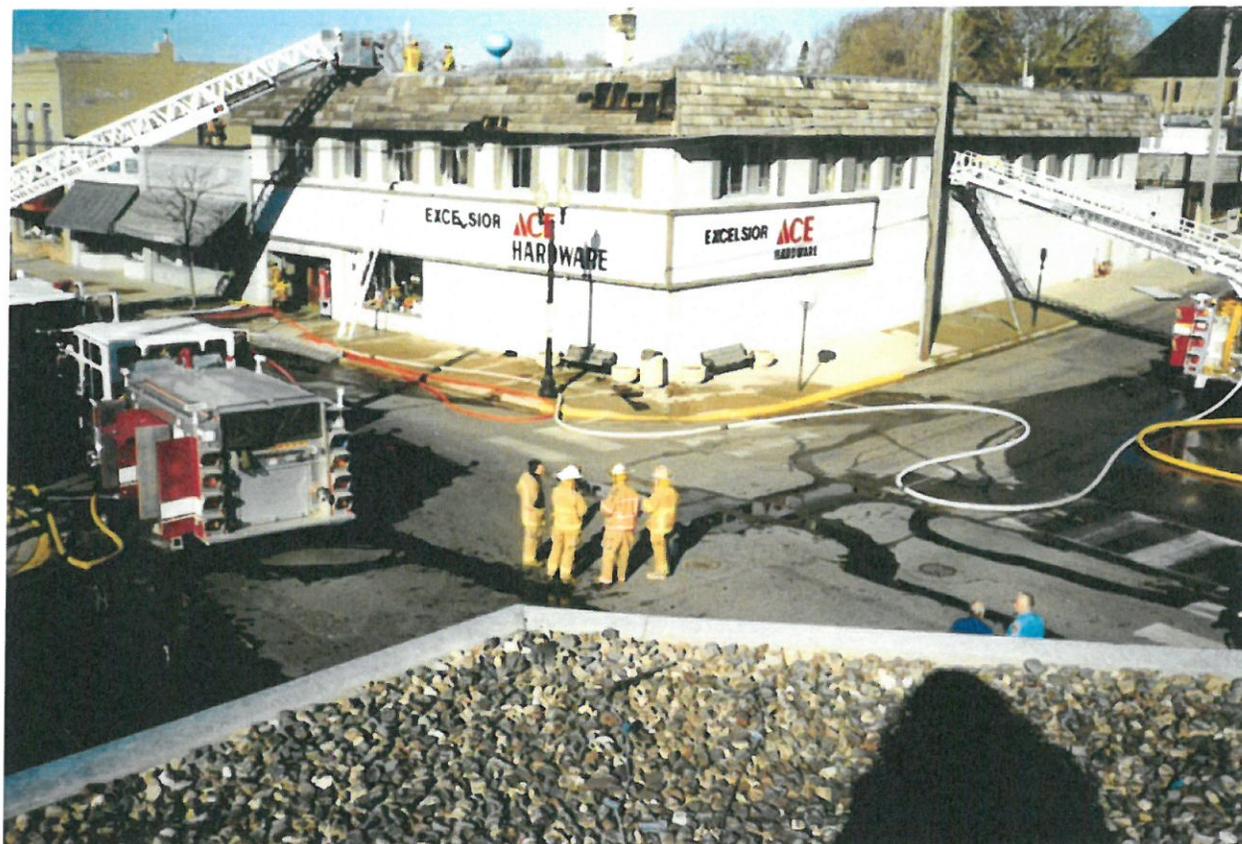
### **Excelsior Fire District and the Usage of Aerial 11**

The Use of the Ladder truck (Aerial 11) in our fire protection district and on our regional borders just outside of the Excelsior Fire District has many documented uses. We have documented some critical use events below.

1. Deephaven
  - a. Roof fire at Minnetonka Blvd when the roofing supplies caught on fire.
2. Greenwood
  - a. Excelsior Blvd house fire that was under construction.
3. Orono – Long Lake Fire
  - a. Long lake mutual aid for full engulfed house fire. A11 used to help protect the garage and put out fire in main house as it was fully engulfed.
4. Tonka Bay –
  - a. Lakeview fire – structure fire with exposure protection.
5. Tonka Bay
  - a. Structure Fire
6. Shorewood – Murfield Circle.
  - a. Used it also to ladder the roof on Murfield circle fire.
7. Excelsior
  - a. Fire alarm beacon bank on Water street
    - i. Used it to get to the top of the building to check the roof.
8. Multiple Cities
  - a. Chimney Fires

9. Orono - Long Lake Fire  
a. Roof Extension

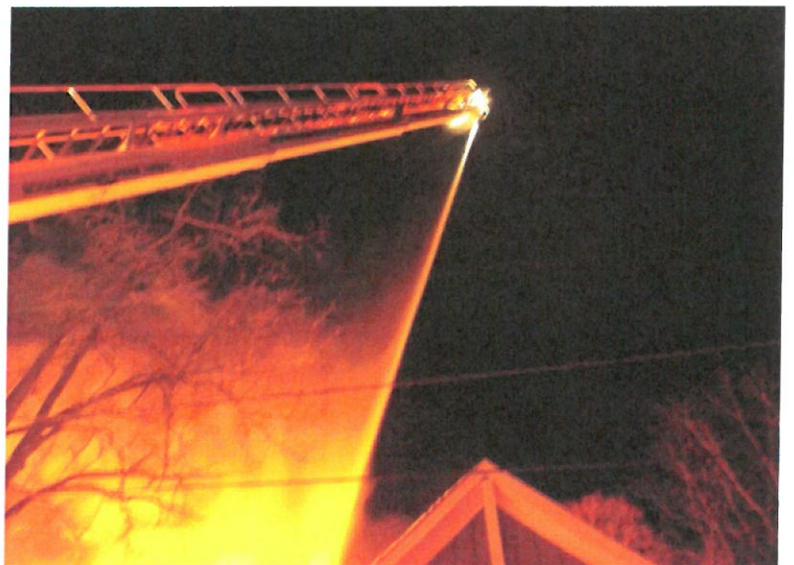
10. Excelsior  
a. Hans Hardware Fire



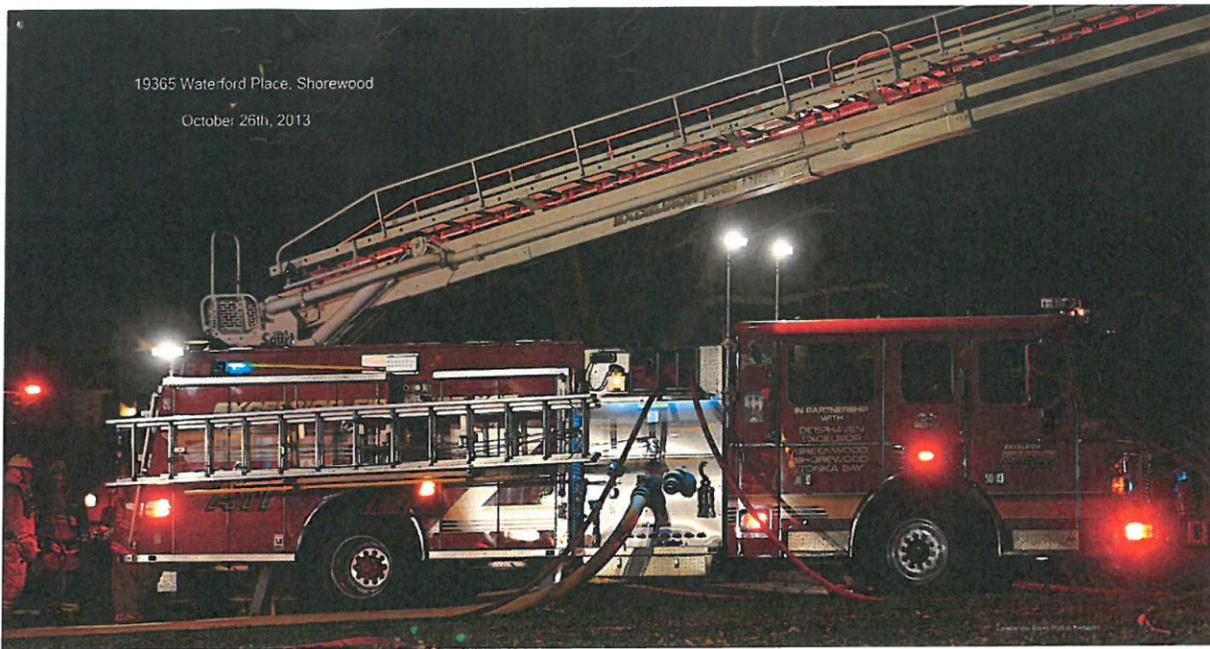
Photos of usage



Tonka bay – Garage fire – operations, set-back



Structure Fire with Water Curtain (Exposure Protection) in Orono



Night usage - Waterford place – Shorewood



Roof operations – Equipment and Lack of a Turntable



Trucks – usage of Apparatus, Water Supply, driveway access, initial arrival



Trucks – usage of Apparatus, Access to the Roof



Trucks – usage of Apparatus, Access to the Roof – extended to full 65 ft



Water Supply – Hydrants or Tanker operations



Ground Ladders – important use



Roof Operations



Re-loading Hose



Ladder Operations - tip load, flowing water and not flowing water



Defensive fire operations, Exposure protection, Water Curtain



Ladder Operations – Defensive fire operations, Exposure protection, Water Curtain



No Station modifications



Road and Driveway access – Above Ground Power Lines



**Agenda Number: 4B**

**Agenda Date: 08-03-16**

*Prepared by Deb Kind*

**Agenda Item: City Engineer Update**

**Summary:** City Engineer Dave Martini will attend the 08-03-16 city council meeting to discuss past, present, and potential engineering-related projects.

For the city council's reference, below are funds as of 06-30-16 that may be used for engineering projects. All of the below funds may be used for any city purpose.

<b>\$111,458</b>	Sewer Enterprise Fund (\$361,458– minus \$250,000 goal balance)
<b>\$2,465</b>	Stormwater Special Revenue Fund
<b>\$50,984</b>	Road Improvement Fund (balance of \$180,984 – minus \$130,000 earmarked for 2016 road projects)
<b>\$12,000</b>	2016 Contingency (budget of \$13,500 – minus \$1,500 earmarked for Meadville Fire Lane)
<b>\$146,488</b>	General Fund Reserves (12-31-15 audited balance of \$536,488 – minus \$390,000 goal balance)

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

1. I move the city council (1) awards the (name of project) to the lowest bidder, (name of company), in the amount of \$\_\_\_\_\_ to be paid from the \_\_\_\_\_ Fund.
2. I move the city council (1) awards the (name of project) to the lowest bidder, (name of company), in the amount of \$\_\_\_\_\_; (2) authorizes the city treasurer to transfer \$\_\_\_\_\_ from the \_\_\_\_\_ Fund to the \_\_\_\_\_ Fund for the project.
3. Do nothing or other motion.



Agenda Number: **5A&6A**

Agenda Date: 08-03-16

Prepared by Dale Cooney

**Agenda Item:** Public Hearing & Action Regarding Showcase Event Permit Request, Mark D. Williams Custom Homes, 21695 Fairview Street.

**Summary:** The property located at 21695 Fairview Street is a new construction single-family home. The project is complete and the applicant would like to include it in the 2016 Fall Parade of Homes Tour.

Section 450.15(1) of the city ordinance states that showcase events may be held Thursdays through Sundays over a consecutive 3-week period. Applicants are limited to obtaining one showcase event permit per calendar year at the same street address.

Dates of the event are September 10 through October 2, Thursday through Sunday, noon to 6 p.m.

Applicant expects 200-300 visitors per day on the weekends, and 50-75 people per day on the weekdays. Applicant will be using a shuttle service to and from the Old Log Theater, and will be using 10 parking spaces at the Old Log Theatre. Any additional parking would be along Meadville Street.

Section 450.25 outlines the required submittal information. Applicant has submitted the required information. Applicant has stated that there will be no special on-site accommodations and that, because of this, a site plan was not submitted.

**Review and Approval Process.** Section 450.30 of the city ordinance states that the city shall consider the following criteria before issuing a permit: (a) the showcase event or garage sale will not endanger the public health, safety or general welfare of its residents; and (b) the showcase event or garage sale will not cause undue traffic hazards, congestion or parking shortages; and (c) the showcase event or garage sale will not impose an excessive burden on the city or its residents or cause damage to private property, parks, streets, rights-of-way, or other public property. Section 450.35 states that the city may impose additional conditions upon the permit holder as deemed necessary for the protection of the public including the properties located in the vicinity of the showcase event or garage sale and to ensure compliance with the requirements of this section.

#### **5A Public Hearing Motions:**

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

#### **6A City Council Action:** City council action is required. Potential motions ...

1. **Approval Motion:** I move the City Council **approve** the application of Mark D. Williams Custom Homes for a Showcase Event Permit per Section 450 of the Greenwood Ordinance Code, as presented. The city finds that a) the showcase event will not endanger the public health, safety or general welfare of its residents; and (b) the showcase event will not cause undue traffic hazards, congestion or parking shortages; and (c) the showcase event sale will not impose an excessive burden on the city or its residents or cause damage to private property, parks, streets, rights-of-way, or other public property.
2. **Conditional Approval Motion:** I move the City Council **approves** the application of Mark D. Williams Custom Homes for a Showcase Event Permit per Section 450 of the Greenwood Ordinance Code. The city finds that a) the showcase event will not endanger the public health, safety or general welfare of its residents; and (b) the showcase event will not cause undue traffic hazards, congestion or parking shortages; and (c) the showcase event sale will not impose an excessive burden on the city or its residents or cause damage to private property, parks, streets, rights-of-way, or other public property. Approval is subject to the following conditions:  
\_\_\_\_\_.
3. **Denial Motion:** I move the City Council **denies** the application of Mark D. Williams Custom Homes for a Showcase Event Permit per Section 450 of the Greenwood Ordinance Code, as presented. The motion is based on the following findings: \_\_\_\_\_.

# Garage Sale & Showcase Event Permit Application (this form is not a permit)



Any given residential property may be host to **one** garage sale each year without a permit. Thereafter a permit is required. Garage sales may be held Thursdays through Sundays over a single weekend period. Showcase events may be held Thursdays through Sundays over a consecutive 3-week period. Applicants are limited to obtaining one showcase event permit per calendar year at the same street address.

**Non-refundable application fee: \$50** plus cost of mailing and publishing notification, plus proof of insurance (\$300,000 per person, \$500,000 per incident, \$50,000 property damage)

**Person completing form:**  Property Owner  Owner's Representative (builder, realtor, architect, etc.)

*If you prefer to complete this form electronically, it is available for downloading at [www.greenwoodmn.com](http://www.greenwoodmn.com).*

Date application received (office use only)	
Date(s) of sale or event	9/10/16 - 10/2/16
Property address	21695 Fairview St
Names of all property owners	Nora Scallen
Cell phone and email of property owner(s)	612-554-0871, Nora@Juno-inv.com
Name of owner's representative (if any)	Mark Williams
Company name of owner's representative	Mark D. Williams Custom Homes
Company address	P.O. Box 268, Excelsior MN 55331
Company license number	BC494403
Cell phone and email of owner's rep	612-251-9750, Mark@MdwilliamsHomes.com

The undersigned hereby make this application for:  Garage Sale Permit  Showcase Event Permit, describe type of event:

Fall Parade of Homes

**Required documents for all applications:**

- A site plan that identifies buildings, driveways, local streets, parking locations for employees and the public, temporary structures, temporary restrooms, any cordoned off area(s) and the location of all proposed on-site and off-site signage whether for parking, advertising, and/or directions.
- A letter of approval from the police department stating that all of their conditions have been met.
- A certificate of general liability insurance. The city, its agents and employees must be named as additional insured.

**Garage sale applications:** Number of garage sales at this site in last three years:

Goods for sale are:  Used personal property  New items purchased specifically for the sale

**Showcase event applications:** Will you be using a shuttle service  No  Yes, attached is a site plan showing the proposed shuttle pick-up point and route to the showcase property.

The undersigned hereby acknowledge the receipt of: Code Section 450 Garage Sales and Home Showcase Events (attached)

The undersigned hereby acknowledge the following: The property owner(s) listed above are the sole fee title owner(s) of the above described property; information provided on this application is true, complete and accurate; if the application is approved, the event will be in accordance with the city code and all conditions imposed by the city in granting the permit; authorization for photographs of the property and reasonable entry onto the property by city staff, consultants, agents, and city council members; agreement to hold the city of Greenwood harmless from all liabilities that may arise directly or indirectly from the sale or event; agreement to pay for the services of security officers (if required).

Signature of property owner (required)

*Nora Scallen*

Date: 7/7/16

Signature(s) of additional property owner(s) (if any)

Date:

Signature of owner's representative (if any)

*Mark Williams*

Date: 7/7/16

<b>For Office Use Only</b>	Approved By:	Fee Paid: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check	Amount \$ 250	Approval Date:
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Form Updated 11-10-11



**From:** Mark Williams [<mailto:mark@mdwilliamshomes.com>]  
**Sent:** Friday, July 08, 2016 10:34 AM  
**To:** Maureen Kvam  
**Subject:** Parade of homes parking shuttle and corporate party

Hi Maureen,

I spoke with Karen this morning and she asked me to send this to you. We have a home that will be in the Parade of homes during the month of September just down the street from the Old Log Theatre. Here are the details of the event. I anticipate that the city of Greenwood to whom I have to get an event permit will look favorably on our efforts to avoid cars parking on the narrow street by our home.

Parking Lot for staging: Old Log Theatre company parking lot: 5185 meadville, Greenwood mn 55331  
House location: 21695 fairview st, greenwood mn 55331

I would suggest going in a loop from the old log theatre, to the home and then around to sleepy hollow and back to the old log theatre along Minnetonka BLVD.

**Dates of Fall Parade: Hours Thursday-Sunday 12-6pm**

Saturday, September 10, 2016 to Sunday, October 2, 2016

**Weekday # of people might be 50-75 people at most during the weekdays**

**Weekends # of people: 200-300 people per day**

Its hard to say how many cars as people come in groups of 1-5 and its usually not more than 10 cars at a time.

If you have the space for this, (talking to Karen sounds like you have a full lot for your shows quote often right now, but i'm not sure what September and back to school will change for you or not?) i'd like to buy a couple dinner and show packages to raffle off to our guests as well as host our own corporate dinner party with show in November or early December.

Thank you,

Mark



**Mark Williams**  
612.251.9750 | [mark@mdwilliamshomes.com](mailto:mark@mdwilliamshomes.com)  
PO Box 268, Excelsior, Minnesota 55331  
[mdwilliamshomes.com](http://mdwilliamshomes.com)

## Dale Cooney

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**From:** Mark Williams <mark@mdwilliamshomes.com>  
**Sent:** Monday, July 11, 2016 7:30 PM  
**To:** Dale Cooney  
**Subject:** Fwd: Parade of homes parking shuttle and corporate party

Hi Dale,

Old Log theatre is agreeable on helping us out during the showcase event. Please put a copy of this email in the packet of information to present to the city council for their approval.

I have contacted the shuttle service and we have everything in place.

Thank you for your help,

Mark

Begin forwarded message:

**From:** Maureen Kvam <[maureen.kvam@Oldlog.com](mailto:maureen.kvam@Oldlog.com)>  
**Subject:** RE: Parade of homes parking shuttle and corporate party  
**Date:** July 8, 2016 at 3:13:12 PM CDT  
**To:** Mark Williams <[mark@mdwilliamshomes.com](mailto:mark@mdwilliamshomes.com)>  
**Cc:** Karen Mohsenian <[karen.mohsenian@Oldlog.com](mailto:karen.mohsenian@Oldlog.com)>

Hello Mark,

We would be able to assist you with designate 10 spaces in the upper parking lot for you during the Parade of Homes. Any additional parking needed could be street parking outside our lot.

Karen would be your contact for your inquiry on a company holiday party and gift cards.

Please let me know if this is agreeable.

-Maureen

**Maureen Kvam**

Director, Sales and Marketing

952-474-5951 x106

866-OLDLOG1 (Toll Free 866-653-5641)

**Old**  
**Log**

THEATRE

5185 Meadville St.,

Excelsior, MN 55331

## Dale Cooney

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**From:** Steve Neururer <sneururer@southlakepd.com>  
**Sent:** Tuesday, July 26, 2016 2:54 PM  
**To:** Dale Cooney  
**Subject:** RE: 21695 Fairview Showcase Event

Hi Dale,

I drove through this area and am comfortable with Mr. Williams' plan on the condition that any vehicle that parks on Meadville Street would need to follow the posted no parking signs. By following the signs, I believe emergency vehicles should be able to pass through without issue.

Steve.

**Lieutenant Steve Neururer**  
**Police Department Commander**

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**From:** Dale Cooney [<mailto:dalec@mediacombb.net>]  
**Sent:** Tuesday, July 26, 2016 11:38 AM  
**To:** Steve Neururer  
**Subject:** 21695 Fairview Showcase Event

Scott,

Thank you for your help with this. Let me know if you have any questions.

Sincerely,

Dale

### Dale Cooney

Zoning Coordinator  
Deephaven • Greenwood • Woodland

20225 Cottagewood Road  
Deephaven, MN 55331

Direct: 952.358.9938  
Main: 952.474.4755  
Fax: 952.474.1274

**From:** [tmpendleton@mediacombb.net](mailto:tmpendleton@mediacombb.net) [<mailto:tmpendleton@mediacombb.net>]  
**Sent:** Tuesday, July 26, 2016 11:52 AM  
**To:** [dalec@mediacombb.net](mailto:dalec@mediacombb.net)  
**Subject:** Message from KM\_C554e



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
7/7/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Insurance Brokers of MN, Inc. 900 East Main Street, Ste. 100  Anoka MN 55303		<b>CONTACT NAME:</b> Ashley Sorenson <b>PHONE (A/C, No, Ext):</b> (763) 323-3000 <b>FAX (A/C, No):</b> (763) 323-8353 <b>E-MAIL ADDRESS:</b> ashley.sorenson@insurancebrokersmn.com	
<b>INSURED</b> MARK D WILLIAMS CUSTOM HOMES INC PO BOX 268  EXCELSIOR MN 55331-0268		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Nationwide Mutual <b>NAIC #</b> 23787 <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	

**COVERAGES** CERTIFICATE NUMBER: 2016-2017 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC		<input checked="" type="checkbox"/>	ACP7173817669	1/1/2016	1/1/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			ACP7173817669	1/1/2016	1/1/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Underinsured motorist \$ 1,000,000
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE  DED RETENTIONS						EACH OCCURRENCE \$ AGGREGATE \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		<input type="checkbox"/>	N/A			WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E L EACH ACCIDENT \$ E L DISEASE - EA EMPLOYEE \$ E L DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

The City of Greenwood, its agents, and employees are Additional Insured.

<b>CERTIFICATE HOLDER</b>  City of Greenwood 20225 Cottagewood Road Deephaven, MN 55331	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE  A Sorenson/ASHLEY <i>Ashley Sorenson</i>
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May or kind - please read into the minutes - thank you,  
Joan Moser

**RESIDENT COMMENT FORM - This form will become part of the public record and therefore may be viewed by anyone.**

**GENERAL COMMENTS ON REQUEST:**

We've had construction ongoing on Fairview Street for the past year and a half and for the most part this has been a huge inconvenience for me and some other neighbors. Fairview is a very narrow street, at times due to the parking of construction trucks I couldn't turn left out of my driveway, could barely turn right, the mail truck couldn't get to the mailbox, there is erosion to the hill across from my driveway caused by parked construction trucks.

Now the builder, Mark D. Williams Custom Homes, is requesting a Showcase Events permit for tours of a SLD property for 3 weeks, 4 days a week, 6 hours a day - September 10 through October 2, 2016.

**SPECIFIC ISSUES or CONCERNS:**

The traffic that will come to Fairview because of this tour will be difficult to handle:

1. where can cars park? I repeat, Fairview is a narrow street
2. how can emergency vehicles get through?
3. what about the noise and congestion these tours will bring?

I can understand the request from the builder to be in the Parade of Homes tour to exhibit his work & however, due to the difficulties listed above, I'm opposed to granting this request?

Name: JOAN MOSER

Address: 21670 FAIRVIEW STREET, GREENWOOD, MN 55331

Please return completed form to the attention of Dale Cooney @ 20225 Cottagewood Road, Deephaven MN 55331 or fax to (952) 474-1274.

**RESIDENT COMMENT FORM - This form will become part of the public record and therefore may be viewed by anyone.**

**GENERAL COMMENTS ON REQUEST:**

Ordinance regarding Showcase Event Permit:  
SOLD property is for the purpose of the builder to Showcase his Custom Home.

It is a positive that he will be using a Shuttle.  
Request: **Signs posted for those attending the fall Parade of Homes Tour that they may NOT view property unless they arrive by shuttle, thus, reduce parked Cars.**

Request: **NO PARKING SIGNS BE POSTED BY POLICE ORDER:** This procedure has been used in Deephaven, Wayzata and other cities.

Note: Fairview is a very narrow street and for the Health, Safety of everyone, including emergency vehicles please provide us with **Police presents.**

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**SPECIFIC ISSUES or CONCERNS:**

HEALTH, SAFETY, WELFARE

**FAIRVIEW ST. IS VERY NARROW**

LRT –SLEEPY HOLLOW AND FAIRVIEW INTERSECTION:

MANY BIKERS AND WALKERS FAIL TO STOP AT CROSSING.

SIGHTLINE CROSSING LRT, GOING LEFT ONTO FAIRVIEW IS

POOR, PLUS, BOULDERS TO BE AVOIDED, IF CARS COMING

IN BOTH DIRECTIONS.

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Name:

Address:

*D. Power*  
*2100 Fairview St.*

**Please return completed form to the attention of Dale Cooney @ 20225 Cottagewood Road, Deephaven MN 55331 or fax to (952) 474-1274.**



**Agenda Item:** First Reading of Ordinance 257, Amending Noxious Tree List in City Code Section 1140.80

**Summary:** At the 06-01-16 meeting, the city council approved ordinance 255 regarding tree preservation. After reviewing the new ordinance, the city forester and certified arborist Manuel Jordan expressed concern regarding the inclusion of cottonwoods on the noxious tree list (trees that MAY be removed without limitation) ...

1. The city has had a recent track record of protecting and investing in cottonwood trees on publicly-owned properties. That does not equate with a “noxious” label.
2. While cottonwoods can be messy (50% of their population, the females only, make the “cotton” that is a nuisance for about 2 weeks per year) and drop branches after storms creating a bit of work to clear lawns at times, they are more of a significant plant than most people realize. Here are the benefits of cottonwood trees:
  - A. Considered of HIGH wildlife value by the DNR as well as several federal agencies as they provide food for many animals (twigs, bark, buds, cambium, leaves). Included in this list are bees and pollinators that use the propolis from the sticky buds to line hives to give them microbial and pathogen protection. See on bee colony collapse research from Marla Spivec, an internationally-known expert on bees (she even has a Ted Talk on the subject).
  - B. The larger specimens are commonly used as nesting platforms for many predatory birds, including eagles.
  - C. The large specimens also give us a LOT of shade both for people and structures and for the lake inhabitants.
  - D. Cottonwoods are used as night roosting perches by a variety of birds related to water environments.
  - E. In riparian areas they are the dominant species, in terms of size and benefits to the waterways where they thrive next to, as they anchor the soil minimizing erosion and sucking up areas of standing water quickly due to their need for lots of water. If they fall and then are allowed to stay “downed,” in a body of water they can re-sprout from the logs and stump, creating habitat and shade for small fish and invertebrates.
  - F. Cottonwoods also have played a big role in our history and are important to Native American cultures, as their size, use, and significance to wildlife gives them special spiritual meaning.
  - G. If you boat around the lake in any of the bays, the largest and most conspicuous trees are the cottonwoods. Now try to imagine boating around the lake after those trees are from the landscape. It would be a stark difference.

In Manuel's professional opinion, 2 weeks of a nuisance from 50% of the total population of cottonwood trees does not warrant the noxious tree designation. To that end, attached is an ordinance for the council's consideration.

**Timeline:**

- ~~07-20-16 Planning commission holds public hearing and makes recommendation to the city council.~~
- 08-03-16 City council considers 1st reading of the ordinance (may make revisions / may waive 2nd reading).
- 08-04-16 If the 2nd reading is waived, the ordinance is submitted to the Sun-Sailor for publication.
- 08-11-16 If the 2nd reading is waived, the ordinance is published in the Sun-Sailor (goes into effect on this date).
- 09-07-16 City council considers 2nd reading of the ordinance (may make revisions).
- 09-08-16 The ordinance is submitted to the Sun-Sailor for publication.
- 09-15-16 The ordinance is published in the Sun-Sailor (goes into effect on this date).

**Planning Commission Action:** The Planning Commission held a public hearing at their 07-20-16 meeting. The Planning Commission recommended maintaining the current ordinance regulations.

**City Council Action:** Potential motions ...

1. I move that the city council adopts Ordinance No. 257; an Ordinance of the City of Greenwood, Minnesota amending the Noxious Tree List in Greenwood Ordinance Code Section 1140.80, as written. I further move that the council **waive the second reading** and direct staff to publish the amendment in the city's official newspaper.
2. I move that the city council approve the first reading of Ordinance No. 257; an Ordinance of the City of Greenwood, Minnesota amending the Noxious Tree List in Greenwood Ordinance Code Section 1140.80, as written. I further move that the ordinance be placed on the **next council agenda for a second reading**.
3. Do nothing (maintain the current ordinance regulations) or 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. The 2nd reading may be waived by a unanimous vote of city council members present at the meeting. 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 1140.80 REGARDING NOXIOUS TREES**

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

SECTION 1.

Greenwood ordinance code section 1140.80 subdivision 2 E is amended to read as follows:

" *Noxious Trees* are Buckthorn, Sumac, Box Elder, Siberia Elm, Green Ash, and Prickly Ash, ~~and Cottonwood.~~"

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 \_\_\_\_\_, 2016.

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

CITY OF GREENWOOD

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

Attest: \_\_\_\_\_  
Dana H. Young, City Clerk

First reading: \_\_\_\_\_, 2016  
Second reading: \_\_\_\_\_, 2016  
Publication: \_\_\_\_\_, 2016



Agenda Number: **7B**

Agenda Date: **08-03-16**

Prepared by *Deb Kind and Dale Cooney*

**Agenda Item:** First Reading for Ordinance 258, Regarding Temporary Family Health Care Dwellings

**Summary:** On May 12, 2016, Governor Dayton signed, into law, a bill creating a new process for landowners to place mobile residential dwellings on their property to serve as a temporary family health care dwelling. The resulting legislation sets forth a short-term care alternative for a “mentally or physically impaired person,” by allowing them to stay in a “temporary dwelling” on a relative’s or caregiver’s property. Unless a city opts out by **September 1, 2016**, the new law will require cities to allow temporary family health care dwellings. If the city council desires to opt out of the new law, an ordinance is attached for the council’s review.

**Timeline:**

~~07-20-16 Planning commission holds public hearing and makes recommendation to the city council.~~

08-03-16 City council considers 1st reading of the ordinance (may make revisions). To meet the 09-01-16 deadline, the 2nd reading must be waived.

08-04-16 The ordinance is submitted to the Sun-Sailor for publication.

08-11-16 The ordinance is published in the Sun-Sailor (goes into effect on this date).

**Planning Commission Action:** The planning commission held a public hearing at their 07-20-16 meeting and recommend adopting ordinance 258, an ordinance of the city of Greenwood, Minnesota amending Greenwood ordinance code section 1140.05 to opt out of the requirements of Minnesota Statutes Section 462.3593, as written.

**City Council Action:** Potential motions ...

1. I move that the city council adopts ordinance 258, an ordinance of the city of Greenwood, Minnesota amending Greenwood ordinance code section 1140.05 to opt out of the requirements of Minnesota Statutes Section 462.3593, as written. I further move that the council waives the second reading and directs staff to publish the ordinance in the city’s official newspaper.
2. Do nothing (means the new law requiring the city to allow temporary health care dwellings will go into effect).

*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. The 2nd reading may be waived by a unanimous vote of city council members present at the meeting. 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 1140.05 TO OPT OUT  
OF THE REQUIREMENTS OF MINNESOTA STATUTES SECTION 462.3593**

**WHEREAS**, on May 12, 2016, Governor Dayton signed into law the creation and regulation of temporary family health care dwellings, codified at Minnesota statutes section 462.3593, which permit and regulate temporary family health care dwellings;

**WHEREAS**, subdivision 9 of Minnesota statutes section 462.3593 allows cities to “opt out” of those regulations;

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

**SECTION 1.**

Section 1140.05 Dwellings / Lot - Prohibited Uses is amended to add the following subdivision 5:

“Subd. 5. Temporary Family Health Care Dwellings. Pursuant to authority granted by Minnesota statutes section 462.3593, subdivision 9, the city of Greenwood opts out of the requirements of Minnesota statutes section 462.3593, which defines and regulates temporary family health care dwellings.”

**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 \_\_\_\_\_, 2016.

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

CITY OF GREENWOOD

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

Attest: \_\_\_\_\_  
Dana H. Young, City Clerk

First reading: \_\_\_\_\_, 2016  
Second reading: \_\_\_\_\_, 2016  
Publication: \_\_\_\_\_, 2016



**Agenda Number: 7C**

**Agenda Date: 08-03-16**

*Prepared by Dale Cooney*

**Agenda Item:** Review Draft of Ord 261 Regarding Grading

**Summary:** Councilmember Tom Fletcher suggested ordinance revisions to remove the variance requirement from the grading ordinance in section 1140.19, while still maintaining the integrity of the original intent of the ordinance.

**Planning Commission Action:** The planning commission reviewed the draft of the ordinance, and recommended amendments to include a section describing the intent of the ordinance, and to change the threshold for a conditional use permit from 20 cubic yards to 7 cubic yards. The attached updated draft of ordinance 261 includes the planning commission's recommendations in blue.

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

1. I move that the city council directs the planning commission to hold a public hearing for ordinance 261 amending section 1140.19 regarding grading, as written.
2. I move that the city council directs the planning commission to hold a public hearing for ordinance 261 amending section 1140.19 regarding grading, with the following revisions: \_\_\_\_\_.
3. Do nothing or other motion ???

ORDINANCE NO. 261

**AN ORDINANCE OF THE CITY OF GREENWOOD, MINNESOTA  
AMENDING GREENWOOD ORDINANCE CODE SECTION 1140.19 REGARDING GRADING REGULATIONS**

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

SECTION 1.

Greenwood ordinance code section 1140.19 is amended to read as follows:

**“Section 1140.19. Grading Regulation & Restrictions.**

**Subd. 1. Purpose.** The purpose of this ordinance is to review significant grading projects in order to determine impacts related to site drainage and stormwater, and adherence to the city’s height regulations.

**Subd. 4 2. Grading Permit Required.** No disturbance of the existing surface of land or the grading or alteration of the topography of land or of a lot shall be performed without a permit first obtained.

**Subd. 2 3. Grading Permit Application.** Application for a grading permit shall be made to the zoning administrator. In support of a grading permit the applicant shall set forth in writing a full description of the grading or site / lot topography alteration to be performed, including:

- (a) the total surface area to be moved, disturbed, cut or filled,
- (b) the total volume of soil or earth to be moved, disturbed, cut or filled,
- (c) the reason why the grading or topography alteration is required,
- (d) whether the work is required for the remodeling of an existing structure or construction of a new structure, whether the grading or topography alteration or disturbance is due to drainage issues related to existing
- (e) topography or structures,
- (f) whether the grading or topography alteration or disturbance is or due to circumstances not related to the land or existing drainage issues but due to an election by the property owner to make an addition to a principal or accessory structure,
- (g) the cubic feet of material to be disturbed, added and removed,
- (h) the surface area in square feet to be disturbed.

If upon review, the zoning administrator is satisfied a) that the application is complete, b) that the application is supported by a statement of accuracy, c) that the grading or site / lot topography alteration request does not involve more than 200 square feet of surface area, and d) that the grading or site / lot topography alteration does not involve or more than 20 7 cubic yards of material, and e) the grading or site / lot alteration will not alter the existing drainage pattern or concentrate or accelerate the flow of water off the lot, a grading permit may be issued without a conditional use permit first obtained. All other grading permit requests shall require a conditional use permit application pursuant to section 1150 of this code.

**Subd. 3 4. Additional Information Required in Support of Grading Conditional Use Permit Applications.** Grading conditional use permits, shall, in addition to all of the information required in subdivision 2 above and all information required under section 1150, be supported by i) a current topographic survey by a licensed surveyor illustrating the existing topography of the entire lot in 2-foot contours, existing ~~and proposed~~ drainage pattern, existing ~~and proposed~~ drainage volumes, existing mean lot grade ~~and the proposed mean lot grade~~, ii) a topographic of the entire lot ~~showing proposed topography in 2-foot contours post grading, proposed drainage pattern, proposed drainage volumes, the proposed mean lot grade, and the proposed Building Perimeter Grade~~, and iii) a stormwater management plan for the entire lot post grading prepared by a civil engineer meeting the approval of the city engineer.

**Subd. 4-5. Grading Limitations.** In considering the issuance of a conditional use permit application for grading or site / lot alteration, the city may impose reasonable restrictions to protect property, both public and private, from concentrated or redirected stormwater flow, inundation, flooding, erosion, water hazard, ponding, or damage. The city may impose stormwater management and drainage controls, including but not limited to, holding ponds or other water management methods recommended by the city engineer, and such other requirements as are deemed necessary to protect the public health safety and welfare against actual or potential, harm or other damage related to the proposed grading or site / lot alteration. ~~In granting a grading conditional use permit the city may require that the proposed above grade building volume, building height, and structure height be determined using and limited by the existing building perimeter grade or a previous estimated building perimeter grade if the site has had previous grading performed instead of the proposed~~

building perimeter grade.

Subd. ~~5~~ 6. Grade Alteration. The existing grade of a lot shall not be altered by the addition or removal of fill or by grading so as to increase or decrease the average elevation of the land by more than 1 foot in any area greater than 100 square feet without the approval of the city engineer. ~~Any elevation increase or decrease of more than 2 feet in any area greater than 300 square feet requires a variance.~~ The measurements shall be calculated by averaging the lowest point of elevation and highest point of elevation in the square foot area on the existing survey compared to the proposed survey.”

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 \_\_\_\_\_, 2016.

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

CITY OF GREENWOOD

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

Attest: \_\_\_\_\_  
Dana H. Young, City Clerk

First reading: \_\_\_\_\_, 2016  
Second reading: \_\_\_\_\_, 2016  
Publication: \_\_\_\_\_, 2016



**Agenda Number: 7A**

**Agenda Date: 08-03-16**

*Prepared by Deb Kind*

**Agenda Item:** Reconsider Removal of Lilacs at the Fire Lane Between 5120 & 5130 Meadville Street

**Summary:** The city council approved the following motion at the 7/6 meeting:

Motion by Fletcher that the city council authorizes up to \$1,500 from the general fund contingency and \$5,000 from the park fund for the following maintenance projects and new installations at the fire lane located between 5120 & 5130 Meadville Street: (A) Remove lilac bushes and replace with grass; (B) Clean out the existing drainage swale and install new river rock; (C) Install new rip-rap. Second by Cook. Motion passed 5-0.

On 7/10, Mark Krezowski (5130 Meadville Street) contacted city council members via email to express concerns regarding the removal of the lilac bushes in the fire lane. On 7/13, Mr. Krezowski contacted city council members again via email regarding a petition he was circulating and requested the council reconsider the decision to remove the lilac bushes. On 7/15, the administrative committee (Councilman Tom Fletcher & Mayor Deb Kind) agreed to put the removal of the lilac bushes on hold pending the submission of the petition and council discussion at the 8/3 meeting.

For the council's reference, the electronic city council packet posted at [www.greenwoodmn.com](http://www.greenwoodmn.com) and the full hard copy of the packet include a copy of the petition submitted by Mr. Krezowski.

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

1. I move that the city council repeals the 07-06-16 decision to remove the lilac bushes located at the fire lane between 5120 & 5130 Meadville Street.
2. I move that the city council repeals the 07-06-16 decision to remove the lilac bushes located at the fire lane between 5120 & 5130 Meadville Street and directs public works to trim the lilac bushes to a height of \_\_\_\_\_ feet.
3. Do nothing (leaves the 7/6 motion to remove the lilacs in effect) or other motion ???

Petition to save our neighborhood lilacs

We, the undersigned, petition the Greenwood City Council to leave the 35+ year old lilacs on Meadville Lane for the enjoyment of the local residents. They are healthy fragrant bushes, which not only beautify the lane but allow residents to cut their flowers for home use.

<u>Name</u>	<u>Address</u>	<u>Date</u>
1. Kitty Kreyowski	5130 Meadville	7/13/16
2. Mark Kreyowski	5130 MEADVILLE	7/13/16
3. Maureen H Burns	5080 Meadville	13 Jul 2016
4. Robert N. Burns	" " "	" " "
5. Becky & David Evans	5040 Meadville	7/13/16
6. Ted Hannon	4960 Meadville	7/13/16
7. Tim Burton	5150 Meadville	7/13/16
8. James Hanna	4960 Meadville st.	7/13/16
10. Gail Welser	4900 Meadville St	7-13-16
11. Jack Welser	" "	" "
12. Suzie Brufous	21720 Fairview	7-13-16
13. Frank Brufous	" "	" "
14. Barbara Warner	21710 Fairview	7-13-16
15. Thomas L. Warner	21710 Fairview	7-13-16

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<u>Name</u>	<u>Address</u>	<u>Date</u>
16. John Graves	5110 Meadville	7/13/16
17. Denise Graves	5110 Meadville	7/13/16
18. Judy Spiegel	5090 Meadville	7/13/16
19. Dick Spiegel	" "	" "
20. Doug Nelson	5200 Meadville St.	7-13-16
21. Karen Koshner	" "	" "
22. J. White	8290 " "	" " "
23. Madeline White	" "	" " "
24. R.E. Johnson	5270 Meadville	
25. Mary Newman	5230 Meadville	7-13-16
26. BECKY ROBINSON	5190 GREENWOOD	7-13-16
27. Ellen Brigg	5190 Greenwood Cir	7-13-16
28. Alysa & David Strothman	4636 Linwood Circle.	7-13-16
29. Pamela	4640 Linwood Circle	7-13-16
30. [Signature]	4640 Linwood Circle	7-13-16

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	<u>Name</u>	<u>Address</u>	<u>Date</u>
32.	Pat McCarty	4900 Sleepy Hollow Rd	7/13/16
33.	Kimberly McElrath	4900 Sleepy Hollow Rd	7.13.16
34.	Susan Walsh	21630 Fairview St	7-13-16
35.	David Wah	21630 Fairview St.	7.13.16
36.	John Hoover	21670 Fairview St.	7-13-16
37.	Julie O'Leary	5030 Meadville St.	7-14-16
38.	Chris O'Leary	5030 Meadville St.	7-14-16
39.	Dana R Nelson	5025 Meadville St.	7-14-16
40.	Al Bizee	4980 Meadville St	7/14
41.	M.P. [Signature]	4930 Meadville St.	7/14
42.	[Signature]	4930 Meadville St.	7/14
43.	Sam Rogers	5050 Greenwood Cir	7/14
44.	Jenny Rogers	5050 Greenwood Cir	7/14
45.	Dean Banta	5100 Greenwood Cir	7/14
46.	Mike Gustafson	5125 Greenwood Cir.	7/14
47.	Dagne Gustafson	" "	" "

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	<u>Name</u>	<u>Address</u>	<u>Date</u>
48.	KATIE FISHER	5185 GREENWOOD CIR.	7/14/2016
49	Pam Holt	5110 West St.	7/14/16
50	HAN HOLT	"	7/14/16
51	Gregg Ostrander	21520 Fairview St	
52	Marty Fetters	5100 Meadville St	7/14/16
53+54	Sandy & Bob Sevey	4926 Meadville St	7/14/16
55.	Ellen Nelson	5025 Meadville St.	7/14/16
56.	<del>Kristen D</del>	5210 Meadville St.	7/15/16
57.	Jana Lawson	5220 Meadville St.	7/15/16
58.	Mel L	5220 Meadville St.	7/15/16
59.	Bob Newman	5230 Meadville St.	7/15/16
60.	<del>Patricia K...</del>	5150 MEADVILLE ST.	7/15/16
61.	Robert E Evans	4660 Linwood Circle	7/15/16
62.	Judy Evans	4660 Linwood Cir.	7/15/16
63	Chris Bible	5175 Greenwood Cir	7/15/16
64	Henry Bible	5175 Greenwood Cir.	7/15/16
65	Rebecca Harrahan	5190 Meadville st.	7/15/16
66	Dan Harrahan	5190 Meadville st.	7/15/16

Petition to save our neighborhood lilacs

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Name

Address

Date

67. Rebecca Bolin	20860 Saint Albans Cyn	7.15.16
68. Scott Bolin	20860 St Albans Green	7.15.16
69. Ruth Larson	21220 Wilka Blvd	7.16.16
70. J. W. Wark	5115 Meadville St Greenwood	7/16/16
71. Jim Tetlow	4940 Meadville St	7/16/16
72. Diane Mulligan	5120 Meadville St.	7/16/16
73. Tom Hessian	4990 Meadville St	7/19/16

Petition to save our neighborhood lilacs

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	<u>Name</u>	<u>Address</u>	<u>Date</u>
74.75.	■ PETER & BETSY JOHNSON	21720 FAIRVIEW	7/15/16

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Name

Address

Date

76. Mary Ireland

4940 Meadville St

7/14/16

Lets focus on Buckthorn removal!



Agenda Number: **9B**

Agenda Date: 08-03-16

Prepared by Dana Young

**Agenda Item:** Coyote Management

**Summary:** Due to a number of calls from residents regarding coyotes running at large in certain areas of the city (Meadville, Fairview, Covington), Mayor Kind asked staff to contact wildlife control services on the cost of providing coyote management control within the city. The city of Greenwood does not have a specific ordinance governing wildlife management control and there is no specific budget in which to fund this expense. Note: The city's website states, "Animal services in Greenwood (and most cities) do not provide assistance in cases involving wild animals and wildlife management. If you have a problem with wildlife, pests, or critters, you should call a privately-owned wildlife removal company or exterminator."

Staff first contacted the Minnesota Department of Natural Resources to discuss resident concerns regarding coyotes and to obtain a list of wildlife management companies. I was informed by DNR staff that coyotes are very difficult animals to control because they have acclimated themselves so exceptionally well to the urban environment. For the council's reference, an article on Urban Coyotes from the DNR is included in the electronic city council packet posted at [www.greenwoodmn.com](http://www.greenwoodmn.com) and in the full hard copy of the council packet.

I contacted a number of wildlife removal services throughout the Metropolitan Area including Laughlin's Critter Control in Maplewood, Wildlife Management Services in Brooklyn Park, and Wildlife Removal Services in Bloomington. Not one of these companies indicated any interest in providing coyote management due to the difficulties and significant amount of time it takes to trap and/or shoot coyotes. Wildlife Removal Services did direct me to Bryan Rocheford of Oakridge Wildlife in Princeton, who was one of the few wildlife service companies that did actively attempt to manage coyotes.

Bryan Rocheford informed me that while coyotes are very difficult to catch, he has had some success using foot traps. He stated that there are only two trapping options. The first option is the use of live traps, which he stated are essentially useless because coyotes will not get into a caged trap. He stated that the best trapping option is the use of foot traps. Unfortunately, foot traps can be problematic due to the fact that family pets and other animals can get caught in the traps.

Both Oakridge Wildlife and the United States Department of Agriculture use firearms to dispose of coyotes. The city of Deephaven has contracted with the USDA last year for both deer (23 deer) and coyote (0 coyote) management. Both Oakridge and the USDA sharpshooters are employed to locate and shoot coyotes. Both profess that they look for specific locations that provide a safe shooting environment, with Oakridge using game calls to entice coyotes into the open and the USDA using cameras to determine the location of wildlife.

Both Oakridge and the USDA have experience working in densely-populated residential areas and will secure permission from private property owners if they believe private property access is needed.

**Cost Estimates:** Costs of coyote management are very difficult to estimate because costs are based on the amount of time it takes to locate and hunt coyotes. The USDA bases their costs on time and materials used. Greg Nohrenberg, Staff Director of the USDA estimates that it could cost approximately \$1,000 per night for his staff to stalk coyotes, with absolutely no guarantee of success. Bryan Rocheford of Oakridge states that 5 to 7 days of trapping can cost approximately \$1,200 and shooting costs an upfront service fee of \$175 and \$75 per hour after the first hour. Oakridge also provides no guarantee of success, but believes that shooting becomes much more effective if they would be able to find the site of the den.

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

1. I move that the city council authorizes the city clerk to engage the services of \_\_\_\_\_ (company name) for coyote management via the use of \_\_\_\_\_ (foot traps and / or sharpshooters) for a cost not to exceed \$ \_\_\_\_\_ to be paid from the city's contingency budget.
2. Do nothing or other motion ???

! Please note: Our website will be unavailable due to maintenance starting at 4 p.m. on Wednesday, July 20 and returning at 6 a.m. on Thursday, July 21.

## Urban Coyotes

**Coyotes are wild members of the dog family, intermediate in size between red foxes and wolves.** In Minnesota, coyotes average 30 lbs., and stand about 18" high at the shoulders. However, they may appear much larger due to their heavy fur coat, especially in winter. They are gray/brown in color, and somewhat resemble a small German Shepherd dog in appearance. Coyotes in Minnesota are loners, except when families are raising pups.



Their primary foods are rabbits and mice, but they are very opportunistic, and will feed on other small mammals, deer, birds, carrion, and even melons.

Although coyotes can be found anywhere in Minnesota, distribution and population size is variable. Currently, populations are establishing and increasing in the Twin Cities metro area.

**Most coyotes avoid people and domestic animals,** but occasionally they will kill sheep, turkeys, and calves. They may also raid garbage cans, and kill domestic cats and small dogs. Healthy wild coyotes avoid people, and no attacks have ever occurred in Minnesota. However, attacks by urban coyotes have been reported in other states. Experts believe these attacks occur after a coyote has become accustomed to humans, or after being fed by humans.

**If you are concerned about the presence of coyotes where you live, consider the following do's and don'ts:**

### DO:

- secure all garbage containers, wildlife feeders, and other food sources to prevent coyote access
- confine small dogs and cats in kennels, or supervise them when outside
- vaccinate all pets for rabies, distemper, parvo, and other diseases, as recommended by a veterinarian

- consider installing coyote-proof fencing
- harass (by chasing, shouting, etc.) any coyotes that do not immediately run from people

**DON'T:**

- do not feed coyotes
- do not leave pet food outside
- do not allow cats and small dogs outside, unattended

These simple suggestions should prevent most coyote problems. However, if depredation occurs or aggressive coyote behavior is observed, removal of the coyotes may be necessary. Coyotes are unprotected in Minnesota, and may be taken at any time by shooting or trapping, without a license or permit.

**The Minnesota Department of Natural Resources does not trap, shoot, or relocate coyotes.** Where necessary, removal of coyotes is the responsibility of the landowner or tenant. For information on pest control contractors or trapping techniques for coyote removal, contact your local DNR Wildlife office or Conservation Officer. In cities with ordinances prohibiting the use of certain traps and/or firearms, you may need a city permit, or assistance from the city animal control agency.

From: ekelunda1 <ekelunda1@aol.com>  
Sent: Mon, Jul 25, 2016 8:02 am  
Subject: IMPORTANT NEIGHBORHOOD ALERT!!!

Good morning neighbors!

You've likely heard about the coyotes in the neighborhood that live in the marsh by the Old Log. There are multiple coyotes down there -- at least one large adult and several cubs. One neighborhood dog was attacked a couple of weeks ago -- the dog had wandered down into the marsh where their den is and was attacked. Thankfully, the dog survived. Another neighborhood dog was chased while in its yard, but not attacked.

This morning, there was another attack -- more aggressive. Jen Gallagher was chased down Meadville Street while walking her dog. She shouted numerous times at the coyote -- it backed off but continued following her. As Jen began to run, the coyote began to run after her. She turned, shouted and lunged at it again, and it took off towards the marsh.

The coyote then ran into our back yard and attacked one of our dogs. The dog is okay, with several puncture wounds. Our second dog went after the coyote, and chased it to the Old Log garden (it stopped at the edge of the yard because of the dog fence). While I tried to catch our second dog, the coyote stood next to the garden and watched. Jen heard me screaming and ran into the back yard. She was trying to scare the coyote off while I was trying to catch our second dog, and it just stood there watching -- not afraid.

The police were here for over an hour -- down in the marsh. They are taking this seriously. They found areas in the marsh where the grass is beaten down and where they seem to be spending time. The officer that I spoke to will be reaching out to the City, the Old Log, and the DNR to discuss next steps.

Here's what the Humane Society says to do if confronted by a coyote:

*Generally, coyotes are reclusive animals who avoid human contact. Coyotes who have adapted to urban and suburban environments, however, may realize there are few real threats and may approach people or feel safe visiting yards even when people are present. These coyotes have become habituated (lost their fear of humans), probably owing to the bounty of food that they have become accustomed to feeding upon in your neighborhood. These bold coyotes should not be tolerated or enticed but instead given the clear message that they should not be so brazen.*

#### **Methods of hazing**

*Using a variety of different hazing tools is critical so that coyotes don't get used to redundant or single stimulus devices, sounds, and actions.*

- *Yelling and waving your arms while approaching the coyote*
- *Noisemakers: Voice, whistles, air horns, bells, "shaker" cans full of marbles or pennies, pots, lid or pie pans banged together*
- *Projectiles: sticks, small rocks, cans, tennis balls or rubber balls*
- *Other: hoses, water guns with vinegar water, spray bottles with vinegar water, pepper spray or bear repellent*

#### **"Go away coyote!"**

*The simplest method of hazing a coyote involves being loud and large:*

- *Stand tall, wave your arms, and yell at the coyote, approaching him if necessary, until he runs away.*
- *If a coyote has not been hazed before, he may not immediately run away when you yell at him. If this happens, you may need to walk towards the coyote and increase the intensity of your hazing.*
- *The coyote may run away, but then stop after a distance and look at you. It is important to continue to go after the coyote until he completely leaves the area. You may need to use different tactics, such as noisemakers, stomping your feet, or spraying the coyote with a hose, to get him to leave.*

#### **Dog-walking tools**

*There are several tools that you can carry with you while walking your dog that can be used to repel coyotes. These include:*

- *Homemade noisemakers*
- *Whistle or small air horn (you can purchase small air horn "necklaces")*
- *Squirt guns*
- *Pepper spray*
- *Sticks or other objects to throw towards (but not at) the coyote*

#### **In your yard**

*Remember, keeping pets and pet food inside is the best way to keep coyotes out of your yard. If you do encounter coyotes, all of the above methods can be used in your yard at home. First, try the "Go away coyote!" method (yell and wave your arms as you approach the coyote). Here are some additional methods you can also use:*

- *Squirt the coyote with your garden hose*
- *Spray the coyote with vinegar water*
- *Bang pots and pans together*

#### **Important things to remember**

- **Never run away from a coyote!**
- *The coyote may not leave at first, but if you approach him closer and/or increase the intensity of your hazing, he will run away.*
- *If the coyote runs away a short distance and then stops and looks at you, continue hazing until he leaves the area entirely.*
- *After you have successfully hazed a coyote, he or she may return. Continue to haze the coyote as you did before; it usually takes only one or two times to haze a coyote away for good.*

The coyote that chased Jen and attacked our dog was large, aggressive and unafraid.

Julie

On Jul 27, 2016, at 10:29 AM, David Walsh <[walshdk@gmail.com](mailto:walshdk@gmail.com)> wrote to Mayor Deb Kind and City Zoning Administrator Dale Cooney:

... The other issue I wanted to mention concerns the coyote population. We have had them in our yard and they have been leaving scat on our patio and sidewalks. The issue should be one of removal or eradication and not education for the residents. These animals can attack people along with animals. We received the email concerning the coyote last week chasing a women walking her dog along Meadville Street and then attacking several dogs. My two cents are to eliminate them completely before someone gets really hurt. I watched a National Geographic show of a Canadian women that was killed by two coyotes just a couple years ago in a national park parking lot of all places. These animals are really unpredictable and should be treated as such. I am and have been an outdoorsman and have spent a lot of time hiking and camping. Just my advice and two cents.

Kindly,

David Walsh



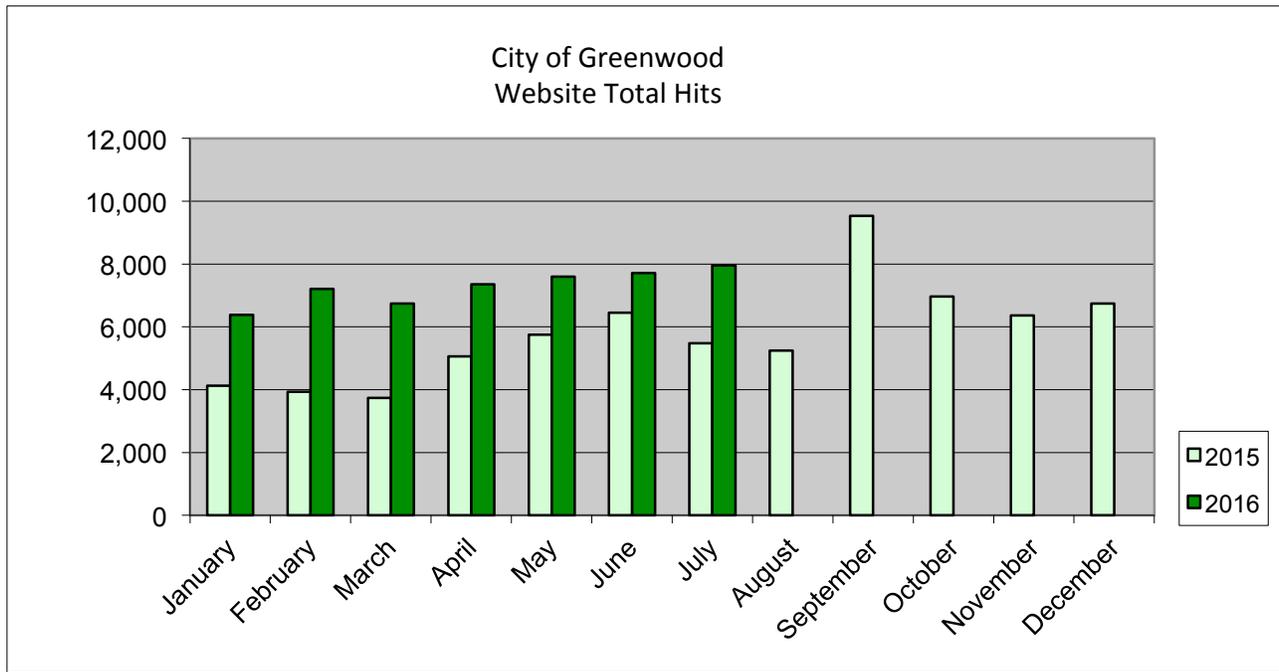
Agenda Number: **10A-E**

**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 are included in the hard copy of the full council packet and in the electronic version of the packet available at [www.greenwoodmn.com](http://www.greenwoodmn.com).

**Council Action:** None required.



Month	2015	2016	Variance with Prior Month	Variance with Prior Year	Bulk Email List
January	4,123	6,382	-360	2,259	156
February	3,928	7,209	827	3,282	156
March	3,732	6,741	-468	3,009	156
April	5,058	7,351	610	2,293	156
May	5,753	7,603	252	1,850	158
June	6,448	7,711	108	1,263	158
July	5,481	7,962	251	2,481	156
August	5,249	-	-7,962	-5,249	-
September	9,532	-	0	-9,532	-
October	6,969	-	0	-6,969	-
November	6,362	-	0	-6,362	-
December	6,742	-	0	-6,742	-
<b>AVERAGE</b>	<b>5,781</b>	<b>7,280</b>			

Gray indicates estimated numbers (average of month prior and month after)

**POPULATION:** 693  
**EMAIL ADDRESSES % OF POPULATION:** 22.51%

Population source: [www.metrocouncil.org](http://www.metrocouncil.org), Data & Maps, Download Data, Population and Household Estimates  
 Population figure updated: 05-20-16

## 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>	3228	40.54%
<a href="#">Agendas, Minutes, Meeting Packets</a>	608	7.64%
<a href="#">RFPs &amp; Bids</a>	460	5.78%
<a href="#">Planning Commission</a>	330	4.14%
<a href="#">City Departments</a>	294	3.69%
<a href="#">Assessments &amp; Taxes</a>	244	3.06%
<a href="#">Budget &amp; Finances</a>	217	2.73%
<a href="#">Welcome to Greenwood</a>	186	2.34%
<a href="#">Mayor &amp; City Council</a>	164	2.06%
<a href="#">Garbage &amp; Recycling</a>	153	1.92%
<a href="#">Code Book</a>	143	1.8%
<a href="#">Forms, Permits, Licenses</a>	120	1.51%
<a href="#">Photo Gallery</a>	106	1.33%
<a href="#">Spring Clean-Up Day</a>	98	1.23%
<a href="#">Old Log Events</a>	81	1.02%
<a href="#">Lake Minnetonka</a>	70	0.88%
<a href="#">City Newsletters</a>	69	0.87%
<a href="#">Meetings on TV</a>	69	0.87%
<a href="#">Elections, Voting</a>	67	0.84%
<a href="#">St. Alban's Bay Lake Improvement District</a>	67	0.84%
<a href="#">July 4th</a>	65	0.82%
<a href="#">Comp Plan &amp; Maps</a>	64	0.8%
<a href="#">News, Events</a>	62	0.78%
<a href="#">Meetings</a>	61	0.77%
<a href="#">Agendas, Minutes, Meetings</a>	58	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="#">Parks, Trails &amp; Watercraft Amenities</a>	58	0.73%
<a href="#">Watercraft Spaces</a>	57	0.72%
<a href="#">Email Sign-Up</a>	55	0.69%
<a href="#">Links</a>	54	0.68%
<a href="#">Emergency Preparedness</a>	52	0.65%
<a href="#">Crime Alerts</a>	51	0.64%
<a href="#">Search Results</a>	44	0.55%
<a href="#">Ordinances, Comprehensive Plan</a>	42	0.53%
<a href="#">Finances, RFPs, Taxes, Assessments</a>	41	0.51%
<a href="#">Tour de Tonka</a>	40	0.5%
<a href="#">Misc</a>	39	0.49%
<a href="#">Luck O' the Lake</a>	39	0.49%
<a href="#">Recreation, Amenities</a>	39	0.49%
<a href="#">Swiffers NOT Flushable</a>	38	0.48%
<a href="#">Southshore Center</a>	36	0.45%
<a href="#">Animal Services</a>	36	0.45%
<a href="#">Sewer, Stormwater, Water, Garbage, Recycling</a>	32	0.4%
<a href="#">Public Safety</a>	32	0.4%
<a href="#">Well Water</a>	30	0.38%
<a href="#">Community Surveys</a>	29	0.36%
<a href="#">Smoke Testing</a>	28	0.35%
---	5	0.06%
<a href="#">Unsubscribe</a>	1	0.01%
<b>TOTAL</b>	<b>7962</b>	<b>100%</b>

### Unique IPs by Section

Section	Unique IPs	Percent of Total IPs
Default Home Page	969	28.01%
City Departments	182	5.26%
Agendas, Minutes, Meeting Packets	172	4.97%
Planning Commission	109	3.15%
Mayor & City Council	106	3.06%
Welcome to Greenwood	99	2.86%
Assessments & Taxes	84	2.43%
Photo Gallery	77	2.23%
Budget & Finances	77	2.23%
Garbage & Recycling	72	2.08%
Code Book	69	1.99%
Forms, Permits, Licenses	66	1.91%
St. Alban's Bay Lake Improvement District	60	1.73%
Old Log Events	60	1.73%
City Newsletters	59	1.71%
July 4th	55	1.59%
News, Events	55	1.59%
Elections, Voting	54	1.56%
Meetings on TV	52	1.5%
Parks, Trails & Watercraft Amenities	52	1.5%
Spring Clean-Up Day	51	1.47%
RFPs & Bids	47	1.36%
Lake Minnetonka	45	1.3%
Meetings	45	1.3%
Agendas, Minutes, Meetings	45	1.3%
Comp Plan & Maps	42	1.21%
Email Sign-Up	42	1.21%
Crime Alerts	41	1.18%
Watercraft Spaces	39	1.13%
Misc	37	1.07%
Links	37	1.07%

Emergency Preparedness	36	1.04%
Tour de Tonka	35	1.01%
Ordinances, Comprehensive Plan	34	0.98%
Luck O' the Lake	34	0.98%
Recreation, Amenities	34	0.98%
Swiffers NOT Flushable	33	0.95%
Southshore Center	32	0.92%
Public Safety	30	0.87%
Finances, RFPs, Taxes, Assessments	30	0.87%
Animal Services	29	0.84%
Search Results	27	0.78%
Community Surveys	26	0.75%
Sewer, Stormwater, Water, Garbage, Recycling	26	0.75%
Well Water	25	0.72%
Smoke Testing	23	0.66%
---	5	0.14%
Unsubscribe	1	0.03%
<b>TOTAL</b>	<b>3460</b>	<b>100%</b>

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

**Done**



Agenda Number: **FYI**

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

**Summary:** FYI items typically include planning commission minutes and other items of interest to the council. When the agenda is approved at the beginning of the meeting, any council member may request to move an FYI item to the regular agenda for further discussion. Moved items will be placed under Other Business on the agenda.

FYI documents are included in the hard copy of the full council packet and in the electronic version of the packet available at [www.greenwoodmn.com](http://www.greenwoodmn.com).

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



Agenda Number: **FYI**

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

**Summary:** FYI items typically include planning commission minutes and other items of interest to the council. When the agenda is approved at the beginning of the meeting, any council member may request to move an FYI item to the regular agenda for further discussion. Moved items will be placed under Other Business on the agenda.

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

July 11, 2016

Mayors and Council Members:

For many years, both cities and counties have been working toward reform of the Metropolitan Council. In 2010 and 2011, all seven metropolitan counties, as well as Metro Cities, put together working groups to make recommendations regarding regional governance. While the approaches and recommendations of these two groups have differed, there has been a very persistent and consistent message that reform of the Metropolitan Council is both needed and appropriate.

Over the past year, the suburban counties have been working toward establishing a more inclusive group representing cities and counties who reflect the growing consensus that change is overdue. This group has taken a strong position that local control must be a key element of any reform. Towards that end, we wanted to update you on the progress that has been made and the work that remains, and to encourage you to stay engaged in this very important topic.

A coalition of local (city and county) government leaders developed a draft resolution, eventually passed by 41 cities and four suburban counties (list attached), supporting reform of the Council. These resolutions set forth principles to guide the process of moving away from our current state-agency/governor-controlled Council to one that provides for local control.

Despite the rather chaotic end to the Legislative Session there has been progress regarding the reform movement. Local governments and other stakeholders, working with Legislators, have finally managed to move reform of the Metropolitan Council from the back burner; reform is now being considered and debated seriously within the region, the media, and at the capital. The idea that some type of modification is absolutely necessary is now an accepted and consensus position of nearly every group. Even Governor Dayton and Metropolitan Council Chair Adam Duininck have indicated that they are open to suggestions regarding reform. Now that there is consensus that change is needed, we must begin the more difficult process of finding consensus on exactly what this change will look like.

While there is agreement that change is needed, the changes being proposed by others differ substantially from ours— **we argue that meaningful reform can only come with local control (local elected officials), while others advocate for minor adjustments that continue the status quo state agency model of governance.** It is imperative that over the coming months we expand the coalition of local governments to include business groups, civic organizations, governmental associations, environmental and parks advocates, good government organizations, and others to build consensus in defining a new structure for the Metropolitan Council.

We thank all of you for your continued attention to this issue, and we strongly encourage you to continue to be engaged in this important initiative through the coalition of local governments and the various other organizations that are pursuing Council reform. We will be in touch soon with more information and further updates on our efforts.

Sincerely,



Rhonda Sivarajah  
Anoka County Board of Commissioners



Matt Look  
Anoka County Board of Commissioners



Scott Schulte  
Anoka County Board of Commissioners



Randy Maluchnik  
Carver County Board of Commissioners



Tom Workman  
Carver County Board of Commissioners



Nancy Schouweiler  
Dakota County Board of Commissioners



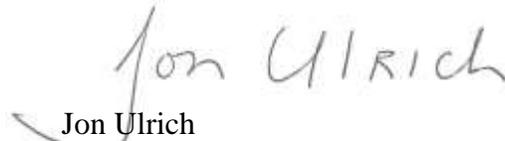
Liz Workman  
Dakota County Board of Commissioners



Chris Gerlach  
Dakota County Board of Commissioners



Mike Beard  
Scott County Board of Commissioners



Jon Ulrich  
Scott County Board of Commissioners

Enclosures: 2

## Principles on Metropolitan Council Reform: List of Adoptees

(as of July 11, 2016)

### Cities

Andover	Lino Lakes
Bethel	Loretto
Blaine	Mayer
Centerville	Mendota Heights
Chanhausen	Mound
Chaska	New Germany
Coates	New Prague
Cologne	Norwood Young America
Columbus	Nowthen
Crystal**	Oak Grove
Elko New Market	Plymouth*
Farmington	Prior Lake
Forest Lake	Ramsey*
Greenwood	Shakopee
Ham Lake	St. Bonifacius
Hamburg	St. Francis
Hampton	Victoria
Jordan	Watertown

### Counties

Anoka	Dakota
Carver	Scott

*\*Modified Principles adopted*

*\*\*No official resolution was passed, but a letter supporting the Principles was signed by the majority of City Councilmembers and the Mayor*

**Metropolitan Governance Reform**  
Twin Cities' Local Government Coalition  
-Statement of Objectives-

A coalition of local governments throughout the metropolitan area has joined together to develop a position statement and a set of principles for improving metropolitan governance in the Twin Cities.

The Coalition supports the need for regional planning, collaboration and coordination, but seeks to expand local government representation on the Metropolitan Council.

The Coalition's objectives for its collective effort to improved governance are:

1. To articulate a vision of responsive and effective metropolitan governance—as represented by a Statement of Belief and Principles for Reform of the Metropolitan Council
2. To align local government interests behind a reform effort—through formation of a broad coalition of metropolitan Cities and Counties —and a common position.
3. To be prepared for any efforts—legislative and otherwise—to reform the governance structure and functioning of the Metropolitan Council.

Attached is the Coalition's Statement of Belief and Principles for Reform.

# Twin Cities' Local Government Coalition

## Principles for Metropolitan Council Reform

*The following principles were developed by a coalition of cities and counties in the metropolitan area, a coalition created to advocate for reform of the Metropolitan Council. The group believes that an effective Metropolitan Council should reflect the following principles, which were developed based on the group's core Statement of Belief (printed below).*

### **STATEMENT OF BELIEF:**

**The Metropolitan Council, due to its taxing and policy authority, should be accountable to a regional constituency of those impacted by its decisions. It should not operate as a state agency—as it does in its current form—answerable to only one person, the Governor.**

### *Principles for Metropolitan Council Reform:*

- I. A majority of the members of the Metropolitan Council shall be elected officials, appointed from cities and counties within the region.
- II. Metropolitan cities shall directly control the appointment process for city representatives to the Metropolitan Council.
- III. Metropolitan counties shall directly appoint their own representatives to the Metropolitan Council.
- IV. The terms of office for any Metropolitan Council members appointed by the Governor shall be staggered and not coterminous with the Governor.
- V. Membership on the Metropolitan Council shall include representation from every metropolitan county government.
- VI. The Metropolitan Council shall represent the entire region, therefore voting shall be structured based on population and incorporate a system of checks and balances.

## Background and Justification of Position

The Metropolitan Council was created to provide for the orderly and economic development of the Twin Cities metropolitan area. It has the responsibility and authority to guide the region's growth and to provide important regional services. The Counties of Anoka, Carver, Dakota, and Scott support the concept of a regional approach, and have no wish to abolish the Council or diminish the importance of regional collaboration.

However, the Council's management of growth, and in particular the coordination and delivery of regional services has changed dramatically. At the same time, the role of counties has evolved. Increasingly, Counties have undertaken direct provision of regional services including: hazardous and solid waste management, transit funding and transitway development, regional parks, regional highways, water resources planning and watershed management, greenway and bikeway development, farmland and open space preservation, the regional library system, fiber communications networks, and the 800 MHz radio network.

The Council's recent focus on reducing poverty and disparities makes it even more essential that within the governance structure there is understanding and improved coordination with county programs--- which exclusively provide economic assistance, social services, workforce development/employment, counseling, public health, nutrition and family "home visiting" services, workforce and specialized housing programs and many other anti-poverty and human services. In these and many other circumstances, the State, Metropolitan Council and city governments have all looked to counties to provide both the financial and political leadership needed to address key regional issues.

Thus, while a strong regional approach is necessary for many issues, it is necessary for the regional governing body to feature strong county representation, as well as representation from other local elected officials. Currently, the members of the Council are non-elected individuals answerable only to the Governor, an office that has often been elected without majority support from metropolitan-area voters. The Council, which has the ability to levy taxes on metropolitan-area residents, should be answerable to the citizens and taxpayers of the area it represents rather than a single officeholder.

**The best way to ensure that the interests of citizens of the metropolitan-area are represented is to have a preponderance of locally elected officials on the Council--individuals that do not serve exclusively at the pleasure of the Governor.** This will have the added benefit of allowing the Council to meet federal guidelines to serve as the region's Metropolitan Planning Organization, a move encouraged by Federal Transit Administration (FTA) and Federal Highway Administration (FHA) to make the Council "more directly accountable to its public<sup>1</sup>."

Regional governance is vital to the metropolitan area's continued success. However, in order for a regional body to be effective it must be credible, meaning that regional citizens must feel that the body effectively represents their goals and values. Citizens currently feel disconnected from the Metropolitan Council, preventing it from functioning as an effective regional governance body. The coalition of suburban counties is working to join the Metropolitan Council with the people it represents, so the region as a whole can unite for continued growth and prosperity.

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<sup>1</sup> Letter from representatives of FTA and FHA to Ann R. Goering of Ratwik, Roszak, & Maloney, P.A., Aug. 3 2015

**GREENWOOD PLANNING COMMISSION  
WEDNESDAY, JULY 20, 2016  
7:00 P.M.**

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

Chairman Lucking called the meeting to order at 7:02 p.m.

Members Present: Chairman Pat Lucking, Commissioner Doug Reeder, Council Liaison Bill Cook (Serving as 3<sup>rd</sup> Alternate to achieve quorum)

Others Present: Zoning Administrator Dale Cooney

Absent: Commissioners Lake Bechtell, Kristi Conrad, and Fiona Sayer

**2. MINUTES – June 21, 2016**

Commissioner Reeder moved to approve the minutes of June 21, 2016 as written. Chairman Lucking seconded the motion. Motion carried 3-0.

**3. PUBLIC HEARINGS**

**3a. Public Hearing for Ordinance 258, Regarding Temporary Family Health Care Dwellings**

Chairman Lucking introduced the agenda item and opened the public hearing. Hearing no public comments, Lucking closed the public hearing.

Motion by Reeder to recommend adopting Ordinance No. 258; an Ordinance of the City of Greenwood, Minnesota amending Greenwood Ordinance Code Section 1140.05 to opt out of the requirements of Minnesota Statutes Section 462.3593, as written. Motion was seconded by Lucking. Motion carried 3-0.

**3b. Public hearing for Ordinance 257, Amending Noxious Tree List in City Code Section 1140.80**

Chairman Lucking introduced the agenda item and opened the public hearing. Hearing no public comments, Lucking closed the public hearing.

Diane Mulligan of 5120 Meadville Street entered the meeting at this time. Lucking asked if she was at the meeting for a particular agenda item. She introduced herself and said that she was new to Greenwood and was just here out of curiosity.

Cook said that he was willing to debate the ordinance change at the council level. He said that this is an attempt to fix a problem that doesn't exist. Cook said that this is not an ordinance to clear cut.

Commissioner Reeder said that Cottonwood trees are a problem. Reeder asked what the impact would be of removing Cottonwood trees from the noxious tree list. Cook said that property owners would have to adhere to the annual permitted tree harvest limitation. Reeder asked if you could plant a noxious tree. Cooney said that there are not limitations on the types of trees a property owner can plant.

Motion by Reeder to recommend maintaining the current ordinance regulations. Motion was seconded by Cook. Motion carried 3-0.

**4. NEW BUSINESS**

**4a. Review Draft Ordinance Amending Section 1140.19 regarding Grading Conditional Use Permits and Variances**

Lucking said that these amendments leave much of the decision-making up to the city engineer, which had caused the problems in the first place.

Cook said that he thought the most significant missing change was that of the intent of the ordinance. He said that the intent of the ordinance was the city review of substantial grading projects, prevention of drainage issues, and to monitor the modification of grades in order to circumvent building height restrictions. Cook said that intent language should be added. He said that he thinks the 20 cubic yard threshold should be lowered to 7 cubic yards. Cook said that 20 cubic yards is approximately equal to 3 feet of grade change in an area of 200 square feet, which is in conflict of the rules. Cook said that 7 cubic yards equals 1 foot of grade change over 200 square feet. Cook said that 7 cubic yards should trigger a conditional use permit.

Cook said that the changes in Subdivision 3 were wordsmithing, but that he was not opposed to those changes. Cook said that he was fine with the changes in Subdivision 4 regarding the conditional use permit considerations.

Commissioner Reeder said that requesting a conditional use permit and a variance for the same project does not make any sense.

Cook said that he thinks a variance process is fine since the practical difficulty standard is not a difficult threshold.

Reeder said that he felt a conditional use permit was more appropriate and did not want the city to be challenged for determining practical difficulties where they may not exist. Cooney said that, in theory, the conditional use permit is less restrictive whereas in a variance the burden of proof for a practical difficulty is on the applicant.

Cooney said that the fees for a project that triggers both a conditional use permit and a variance are double. Lucking said that the city should make it such that there is only a single fee.

Motion by Reeder to submit to the city council the draft Ordinance Amending Section 1140.19 regarding Grading Conditional Use Permits and Variances, as amended to include the intent of the ordinance and to change the threshold for a conditional use permit from 20 cubic yards to 7 cubic yards. Motion was seconded by Lucking. Motion carried 3-0.

**5. LIAISON REPORT**

Council Liaison Bill Cook said that the city engineer had presented information regarding sewer flow allocation. He said that there is some disagreement between the city and the Metropolitan Council about the allocation. Cook said that sump pumps might be an issue and that inspections might be necessary.

Cook said that there is a city budget meeting at 6 p.m. on August 3<sup>rd</sup>. He said that the city has used its bonding capacity in support of other non-municipal projects in the area. Cook said that the 5145 Weeks road variance and conditional use permit requests were approved.

Cook said that there was some discussion about the city fire lane between 5120 and 5130 Meadville Street. Cook said that there was a list of maintenance items, some of which were approved, some of which were not.

**GREENWOOD PLANNING COMMISSION  
WEDNESDAY, JULY 20, 2016  
7:00 P.M.**

Mulligan asked where the list came from. Cook said that he did not know, but assumed it was generated by the administrative committee based on neighborhood requests. Cook said that one of the maintenance items was removal of the lilac bushes, and that he had received complaints about that decision. He asked Cooney to confirm with public works and make sure the bushes would not be removed.

**6. ADJOURN**

Motion by Cook to adjourn the meeting. Reeder seconded the motion. Motion carried 3-0. The meeting was adjourned at 7:40 p.m.

Respectively Submitted,  
Dale Cooney - Zoning Administrator

From: **Michael Meehan** MMeehan@southlakepd.com   
 Subject: Speed Study on Covington  
 Date: July 21, 2016 at 3:10 PM  
 To: Debra Kind dkind100@gmail.com  
 Cc: Dana Young danayoung@mchsi.com



Mayor Kind,

The radar box has been on Covington behind the Old Log Theater since from July 11<sup>th</sup> until yesterday when the battery gave up.

I have included two reports for your review. They are a new format, more of a summary than raw data, so let me know what you think.

A couple of points regarding Covington:

- **The vast majority of vehicles are traveling within the enforceable limit.**
- **When you see readings above 50 m.p.h. these are not valid vehicle readings and may be caused by blowing debris, etc. I question also the 46-50 m.p.h. range.**
- **There were 389 total passes for the nine-day period. That's about 43 passes per day, about 21 vehicle trips per day. I believe there were five residences on Covington captured by the study which equates to 4.2 vehicle trips per household. The average trips per household in the U.S. is 10. So, volume is low.**

Let me know if you have any questions.

Mike Meehan  
 Police Chief  
 South Lake Minnetonka PD  
 952-960-1601  
[mmeehan@southlakepd.com](mailto:mmeehan@southlakepd.com)

**South Lake Minnetonka PD**

Page 1

Default Comments  
 Change These in The Preferences Window  
 Select File/Preference in the Main Screen  
 Then Click the Comments Tab

24150 Smithtown Rd  
 Shorewood, MN 55331  
**Change These in File > Preferences > Titles**

covington @ old log  
 Site Code: 00005095  
 Station ID:

Date/Speed (MPH)	1-5	6-10	11-15	16-20	21-25	26-30	31-35	36-40	41-45	46-50	51-55	56-60	61-65	>65	Lane1 Total
7/11/2016	0	1	8	2	0	0	0	0	0	0	0	0	0	0	11
7/12/2016	0	6	8	3	0	0	0	0	0	0	0	0	0	0	17
7/13/2016	0	4	13	1	0	0	0	0	0	0	0	0	0	0	18
7/14/2016	0	5	17	5	0	0	1	0	0	1	0	0	0	0	29
7/15/2016	0	3	16	4	0	0	0	0	0	0	0	0	0	0	23
7/16/2016	0	1	9	1	0	0	0	0	0	0	0	0	0	0	11
7/17/2016	0	3	5	1	0	0	0	0	0	0	0	0	0	0	9
7/18/2016	0	4	10	1	1	0	1	0	0	0	0	0	0	1	18
7/19/2016	0	1	12	1	0	0	0	0	0	0	0	0	0	0	14
7/20/2016	0	2	22	2	0	0	2	0	0	0	1	0	0	0	29
Lane1 Total	0	30	120	21	1	0	4	0	0	1	1	0	0	1	179

85 percentile = 15

Lane2

**South Lake Minnetonka PD**

24150 Smithtown Rd  
Shorewood, MN 55331

Change These in File > Preferences > Titles

**Speed Enforcement Evaluator**

**Location:**  
**Covington**

Total Percentage of  
Enforceable Violations

**GPS:**  
0' 0.0000 South  
0' 0.0000 East

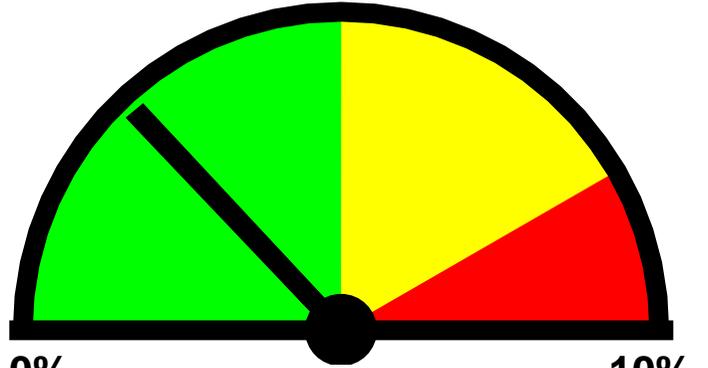
**Closest Cross Street:**  
Fairview

**Analysis Dates:**  
Monday, July 11, 2016  
Wednesday, July 20, 2016

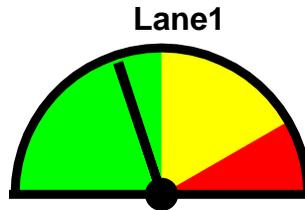
**Equipment Used:**  
JAMAR

**Installed By:**  
Meehan

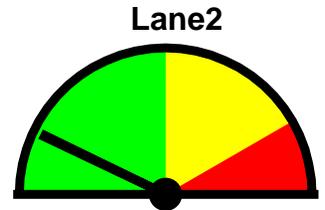
**Requested By:**  
Mayor Kind



0% 10%  
**Posted Speed Limit:** 20 MPH  
**Enforcement Tolerance:** 5 MPH  
**Enforcement Limit:** 26 MPH & Up  
**Percentage Above Limit:** 2.6%  
**Enforcement Rating:** **LOW**



Percent Above Limit: 4.0%  
 Enforcement Rating: **LOW**



Percent Above Limit: 1.4%  
 Enforcement Rating: **LOW**

# South Lake Minnetonka PD

24150 Smithtown Rd  
Shorewood, MN 55331

Default Comments  
Change These in The Preferences Window  
Select File/Preference in the Main Screen  
Then Click the Comments Tab

**Change These in File > Preferences > Titles**

covington @ old log  
Site Code: 00005095  
Station ID:

Date\Speed (MPH)	1-5	6-10	11-15	16-20	21-25	26-30	31-35	36-40	41-45	46-50	51-55	56-60	61-65	>65	Total
7/11/2016	0	1	8	2	0	0	0	0	0	0	0	0	0	0	11
7/12/2016	0	6	8	3	0	0	0	0	0	0	0	0	0	0	17
7/13/2016	0	4	13	1	0	0	0	0	0	0	0	0	0	0	18
7/14/2016	0	5	17	5	0	0	1	0	0	1	0	0	0	0	29
7/15/2016	0	3	16	4	0	0	0	0	0	0	0	0	0	0	23
7/16/2016	0	1	9	1	0	0	0	0	0	0	0	0	0	0	11
7/17/2016	0	3	5	1	0	0	0	0	0	0	0	0	0	0	9
7/18/2016	0	4	10	1	1	0	1	0	0	0	0	0	0	1	18
7/19/2016	0	1	12	1	0	0	0	0	0	0	0	0	0	0	14
7/20/2016	0	2	22	2	0	0	2	0	0	0	1	0	0	0	29
Lane1 Total	0	30	120	21	1	0	4	0	0	1	1	0	0	1	179

85 percentile = 15

Date\Speed (MPH)	1-5	6-10	11-15	16-20	21-25	26-30	31-35	36-40	41-45	46-50	51-55	56-60	61-65	>65	Total
7/11/2016	0	3	2	4	0	0	0	0	0	0	0	0	0	0	9
7/12/2016	0	6	14	2	0	0	0	0	0	0	0	0	0	0	22
7/13/2016	0	5	19	1	0	0	0	0	0	0	0	0	0	0	25
7/14/2016	0	14	15	2	0	0	0	0	0	0	0	0	0	1	32
7/15/2016	0	7	22	4	0	0	0	0	0	0	0	0	0	0	33
7/16/2016	0	4	12	0	0	0	0	0	0	0	0	0	0	0	16
7/17/2016	0	2	6	2	0	0	0	0	0	0	0	0	0	0	10
7/18/2016	0	3	9	1	0	0	0	0	0	0	0	0	0	1	14
7/19/2016	0	4	13	1	0	0	0	0	0	0	0	0	0	0	18
7/20/2016	0	3	24	3	0	0	0	0	0	0	0	0	0	1	31
Lane2 Total	0	51	136	20	0	0	0	0	0	0	0	0	0	3	210

85 percentile = 14

Date\Speed (MPH)	1-5	6-10	11-15	16-20	21-25	26-30	31-35	36-40	41-45	46-50	51-55	56-60	61-65	>65	Total
7/11/2016	0	4	10	6	0	0	0	0	0	0	0	0	0	0	20
7/12/2016	0	12	22	5	0	0	0	0	0	0	0	0	0	0	39
7/13/2016	0	9	32	2	0	0	0	0	0	0	0	0	0	0	43
7/14/2016	0	19	32	7	0	0	1	0	0	1	0	0	0	1	61
7/15/2016	0	10	38	8	0	0	0	0	0	0	0	0	0	0	56
7/16/2016	0	5	21	1	0	0	0	0	0	0	0	0	0	0	27
7/17/2016	0	5	11	3	0	0	0	0	0	0	0	0	0	0	19
7/18/2016	0	7	19	2	1	0	1	0	0	0	0	0	0	2	32
7/19/2016	0	5	25	2	0	0	0	0	0	0	0	0	0	0	32
7/20/2016	0	5	46	5	0	0	2	0	0	0	1	0	0	1	60
Combined Total	0	81	256	41	1	0	4	0	0	1	1	0	0	4	389

85 percentile = 14