AGENDA
Greenwood City Council Meeting

Wednesday, July 5, 2017
20225 Cottagewood Road, Deephaven, MN 55331

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). Agenda times are approximate.

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: 06-07-17 City Council Worksession Minutes
B. Approve: 06-07-17 City Council Meeting Minutes
C. Approve: May Cash Summary Report
D. Approve: May Certificates of Deposit Report
E. Approve: June Verifieds, Check Register, Electronic Fund Transfers
F. Approve: July Payroll Register
G. Approve: Res 15-17, Authorizing Execution of a Joint Cooperation Agreement with Hennepin County for Participation in the Urban Hennepin County Community Development Block Grant Program in Fiscal Years 2018-2020

7:05pm 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 them to staff for review, action, and / or recommendation for future council action.

7:10pm 4. PRESENTATIONS, REPORTS, GUESTS, AND ANNOUNCEMENTS
A. City Engineer Dave Martini: 2017 Road, Drainage, and Park Improvement Projects
B. Announcement: Worksession at 5:30pm on 08-02-17 for Discussion with Assessors, Potential Lot Size Ordinance, 2018 Budget
C. Night to Unite, 08-01-17, (contact Laura Holtan 952-960-1643 lholtan@southlakepd.com to have a police officer visit your gathering)
D. Tour de Tonka, 08-05-17 (expect delays, visit www.tourdetonka.org to participate or volunteer)

7:30pm 5. PUBLIC HEARING
A. None

7:30pm 6. ACTION RELATED TO PUBLIC HEARING
A. None

7:30pm 7. PLANNING, ZONING & SUBDIVISION ITEMS
A. None

7:30pm 8. UNFINISHED BUSINESS
A. None

7:30pm 9. NEW BUSINESS
A. Consider: Res 16-17, Dock Setback Encroachment Agreement, Katherine & Mark Krezowski, 5130 Meadville Street
B. Consider: Res 17-17, Transferring Local Board Duties to the County Board
C. Consider: Res 18-17, Accepting Donation from Al & Mary McQuinn for Greenwood Park Project

8:30pm 10. OTHER BUSINESS
A. None

8:30pm 11. COUNCIL REPORTS
A. Conrad: Planning Commission
B. Cook: Lake Minnetonka Conservation District, Public Works Committee
C. Fletcher: Lake Minnetonka Communications Commission, Fire, Administrative Committee
D. Kind: Police, Administrative Committee, Mayors' Meetings, Website
E. Quam: Minnetonka Community Education, Public Works Committee

9:00pm 12. ADJOURNMENT

Greenwood
City on the Lake

Agenda Number: 2

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.

Council Action: Required. Possible motion …

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

MINUTES
Greenwood City Council Meeting

Wednesday, June 7, 2017
20225 Cottagewood Road, Deephaven, MN 55331

1. CALL TO ORDER | ROLL CALL | APPROVE AGENDA

   Mayor Kind called the meeting to order at 7:00pm.
   Members Present: Mayor Kind; Councilmembers Kristi Conrad, Bill Cook, Tom Fletcher, and Bob Quam
   Staff Members Present: City Engineer Dave Martini, City Zoning Administrator Dale Cooney

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

2. CONSENT AGENDA

   A. Approve: 05-03-17 City Council Worksession Minutes
   B. Approve: 05-03-17 City Council Meeting Minutes
   C. Approve: 2017 Local Board of Appeal & Equalization Minutes
   D. Approve: April Cash Summary Report
   E. Approve: April Certificates of Deposit Report
   F. Approve: May Verifieds, Check Register, Electronic Fund Transfers
   G. Approve: June Payroll Register

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

3. MATTERS FROM THE FLOOR

   None

4. PRESENTATIONS, REPORTS, GUESTS, AND ANNOUNCEMENTS

   A. City Engineer Dave Martini: 2017 Road, Drainage, and Park Improvement Projects

      Dana Nelson, 5020 Meadville Street, asked about the size of the proposed pond increase (answer: approximately 4,700 square feet), asked about the estimated start date (answer: late summer or fall), asked if there was a budget for park maintenance (answer: park funds can only be used for acquisitions or improvements and cannot be used for maintenance, however there is a line item in the general fund budget for park maintenance).

      Mark Krezowski, 5130 Meadville Street, asked if the tennis courts will remain since they are not shown on the drawing (answer: the tennis courts will remain untouched), urged the council to use the low lands in the city to filter water so it does not flow directly into Lake Minnetonka, urged the council to be consistent and not allow permits for boat storage on park land since the council did not allow boat lift storage on the fire lane next to his house.

      Keith Stuessi, 5000 Meadville Street, stated the current boat and trailer storage at the park is only temporary.

      Jan Gray, 5170 Meadville Street, asked about accessability for strollers or handicapped people (answer: the public works committee will work with the city engineer to ensure the park is accessible).

      Motion Cook that the city council (1) directs the city engineer to secure bids for the 2017 road, drainage, and park improvement project; (2) directs that the bids be included on the next council agenda for consideration by the city council, and (3) authorizes the mayor to send a letter to the funding partner that requests payment for the hard and soft costs based on the city engineer's estimate, confirms that unused money will be reimbursed, and states that a second payment request will be sent if actual costs exceed the engineer's estimate. Second by Fletcher. Motion passed 4-1 with Conrad voting nay in because she doesn't think the drainage project is necessary and because she supports the planning commission's original recommendation to deny the McQuinn's variance request.

      Motion by Fletcher that the city council authorizes the city treasurer to transfer $134,000 from the General Fund to the Road Improvement Fund per the 2017 budget. Second by Cook. Motion passed 5-0.

   B. Announcement: July 4th Firecracker Run (expect delays 7:30-9:30am) and Greenwood July 4th Parade (meet at 9:45am at Greenwood Park)

5. PUBLIC HEARINGS
   A. None

6. ACTION RELATED TO PUBLIC HEARINGS
   A. None

7. PLANNING & ZONING ITEMS
   A. Consider: Res 13-17 Findings Regarding Fence Variance Requests, Diane Mulligan, 5120 Meadville Street

      Applicant's Husband Don Mulligan, 5120 Meadville Street, stated the fence is needed to provide privacy from the fire lane and that he is okay with staff's recommendation for a setback from the street for vehicular visibility.

      Chris O'Leary, 5030 Meadville Street, stated that he supports the Mulligan's request and that they deserve the same privacy the other property owners have at the other fire lane on Meadville Street.

      Mark Krezowski, 5130 Meadville Street, stated that he supports the Mulligan's request because privacy is an issue at the fire lane.

      Motion by Kind that the city council (1) APPROVES WITH CONDITIONS the variance application of Diane Mulligan, 5120 Meadville Street based on the findings in the staff report; (2) directs the city clerk to mail a copy of the findings to the applicant and the DNR; (3) and dircts staff to place an Affidavit of Mailing for each of the mailings in the property file. Motion died for lack of a second.

      Motion by Fletcher the city council adopts resolution 13-17 laying out the findings of fact DENYING the variance application of Diane Mulligan, 5120 Meadville Street, 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 Quam. Motion passed 4-1 with Kind voting nay because she believes the Mulligan's location next to the fire lane is unique and that their request for a fence to provide privacy is reasonable.

   B. 1st Reading: Ord 269 Amending Subdivision Section 600.10(E) Regarding Deadline for City Action

      Motion by Fletcher that the city council (1) approves the 1st reading of ordinance 269 amending the code section section 600.10. subd. 1 E as written; (2) waives the 2nd reading; and (3) directs staff to publish the ordinance in the city's official newspaper. Second by Cook. Motion passed 5-0.

8. UNFINISHED BUSINESS
   A. 2nd Reading: Ord 268, Update of Fee Schedule Regarding Subdivision and Building Fees
      Res 14-17, Summary of Ord 268 for Publication

      Motion by Kind that the city council (1) approves the 2nd reading of ordinance 268 updating building and subdivision fees with the following revision: change 6% Park Dedication Fee to 8%; (2) approves resolution 14-17 for publication with the change; and (3) directs staff to submit the resolution for publishing in the city's official newspaper. Second by Conrad. Motion passed 5-0.

9. NEW BUSINESS
   A. Consider: Letter of Support for Carmen Bay Lake Improvement District

      Motion by Cook that the city council authorizes Mayor Kind to write an "artfully composed" letter of support for the establishment of a Carman Bay Lake Improvement District on behalf of the Greenwood city council. Second by Quam. Motion passed 5-0.

   B. Consider: Lake Minnetonka Conservation District 2018 Budget (certified to county by July 1)

      Motion by Cook that the Greenwood city council authorizes Mayor Kind to writ a ltter of support for the Lake Minnetonka Conservation District 2018 Budget. Second by Quam. Motion passed 5-0.

10. OTHER BUSINESS

    A. None

11. COUNCIL REPORTS

    A. Conrad: Planning Commission

    No report since planning commission items were discussed during the meeting.

    B. Cook: Lake Minnetonka Conservation District, Public Works Committee

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

    C. Fletcher: Lake Minnetonka Communications Commission, Fire, Administrative Committee

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

    D. Kind: Police, Administrative Committee, Mayors' Meetings, Website

    In response to a resident request, the council consensus was for Councilman Fletcher to take the lead regarding the potential installation of a jake-braking sign along Highway 7.

    In response to a resident request, the council consensus was for Councilman Quam to look into the possibility of adding pickleball capabilities to the existing tennis court at Greenwood Park and come back to the city council with a recommendation.

    E. Quam: Minnetonka Community Education, Public Works Committee

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

12. ADJOURNMENT

    Motion by Quam to adjourn the meeting at 10:12pm. 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 for 1 year, and on DVD at the city office (permanent archive).

MINUTES
Greenwood City Council Worksession

Wednesday, June 7, 2017
20225 Cottagewood Road, Deephaven, MN 55331

1. CALL TO ORDER | ROLL CALL | APPROVE AGENDA

   Mayor Kind called the meeting to order at 5:33pm.
   Members Present: Mayor Kind; Councilmembers Kristi Conrad, Bill Cook, Tom Fletcher, Bob Quam
   Others Present: City Zoning Administrator Dale Cooney

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

2. DISCUSSION ITEMS:

   A. Potential Ordinance Regarding Zoning Regulations Based on Lot Size

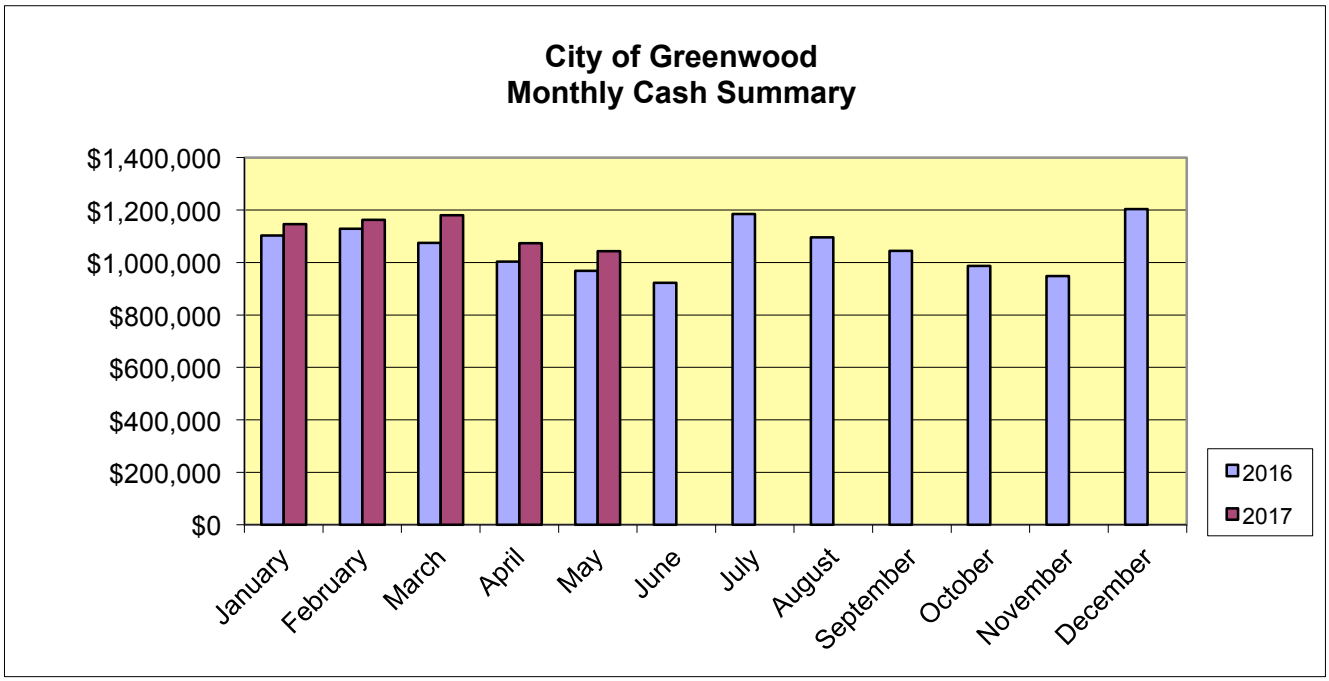
      Discussion points:
      - Consider adding new massing multiplier for lots 6000sf in section 1140.18.
      - Reviewed Councilman Fletcher's comments for possible incorporation into the next draft of the ordinance.
      - Consider including a statement regarding the variance process.
      - Consider changing minimum sizes for lots after subdivision to be 20,000sf an with a minimum lake frontage of 75ft for lakeshore lots.
      - Clarify measurements for side yard setbacks.
      - Consider different multiplier for impervious surface coverage.
      - Clarify wall height standard and measurement.
      - Clarify that the council WILL require an applicant to implement stormwater management practices for commercial properties that exceed 30% hardcover.
      - A subcommittee of Mayor Kind and Councilman Cook will revise the ordinance and bring back to the city council for discussion at the 08-02-17 worksession.

   B. Assessment Process

      Discussion points:
      - Keith Stuessi's analysis of main lake property valuation methods.
      - Bob & Sandy Sevey's analysis of their main lake property compared a St. Alban's Bay property.
      - Consideration for how large the lot is that is attached to the effective foot frontage.
      - One sale in a neighborhood is not necessarily representative of the values for the entire neighborhood.
      - Consult with neighboring assessors before setting land value schedules for Greenwood.
      - Learn more about how the county's CAMA system works for determining building values.
      - Discuss concerns related to undervalued vacant lots with the assessors.
      - A subcommittee of Councilman Cook and Councilman Fletcher will meet and lead the discussion with the assessors at the 08-02-17 worksession.

3. ADJOURNMENT

   Motion by Cook to adjourn the worksession at 7:02pm. Second by Quam. Motion passed 5-0.



Month	2016	2017	Variance with Prior Month	Variance with Prior Year
January	$1,103,197	$1,146,895	-$56,730	$43,698
February	$1,128,257	$1,162,355	$15,460	$34,098
March	$1,074,726	$1,180,149	$17,794	$105,423
April	$1,003,064	$1,073,772	-$106,377	$70,708
May	$968,814	$1,042,937	-$30,835	$74,123
June	$922,082		-$1,042,937	-$922,082
July	$1,184,900		$0	-$1,184,900
August	$1,095,742		$0	-$1,095,742
September	$1,044,116		$0	-$1,044,116
October	$986,451		$0	-$986,451
November	$948,462		$0	-$948,462
December	$1,203,625		$0	-$1,203,625

Alerus Bank Checking	$17,242
Bridgewater Bank Checking	$38,699
Alerus Bank Money Market	$387,046
Bridgewater Bank Money Market	$12,145
Bridgewater Bank CD's	$587,805
	$1,042,937

ALLOCATION BY FUND

General Fund	$317,331
Special Project Fund	($17,061)
General Fund Designated for Parks	$16,756
Bridge Capital Project Fund	$166,688
Road Improvement Fund	$106,707
Stormwater Fund	$31,088
Sewer Enterprise Fund	$331,253
Marina Enterprise Fund	$90,175
	$1,042,937

GREENWOOD CERTIFICATES OF DEPOSIT

Report Date: **5/31/17**

Acct #	Bank	Date	Term	Maturity	Rate	Amount
101-10413	Bridgewater Bank	05/11/16	13 month	06/11/17	1.00%	$ 62,321.51
10110408	Bridgewater Bank	07/11/16	13 month	08/11/17	1.00%	$ 60,451.53
101-10414	Bridgewater Bank	07/25/16	13 month	08/25/17	1.00%	$ 81,431.47
101-10411	Bridgewater Bank	09/08/16	13 month	10/08/17	1.00%	$ 62,067.84
101-10409	Bridgewater Bank	12/01/16	15 month	03/01/18	1.00%	$ 81,540.79
101-10412	Bridgewater Bank	01/06/17	15 month	04/06/18	1.00%	$ 80,197.26
10110410	Bridgewater Bank	03/06/17	15 month	06/06/18	1.00%	$ 80,201.64
10110407	Bridgewater Bank	04/06/17	15 month	07/06/18	1.00%	$ 80,000.00
					TOTAL	**$ 588,212.04**

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 Alerus Bank or Bridgewater Bank. Second by Cook. Motion passed 5-0.

11-02-16 Motion by Fletcher that the city council authorizes an increase from $500,000 to $600,000 for the city's maximum balance of certificate of deposit. Second by Roy. Motion passed 5-0.

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt
BOLTON & MENK, INC.					
51	BOLTON & MENK, INC.	0203940	2017 DEVELOPMENT REVIEW	05/31/2017	703.00
		0203942	2017 MISC ENGINEERING	05/31/2017	323.00
		0203943	2017 SEWER IMPROVEMENTS	05/31/2017	192.00
		0203944	2017 STREET IMPROVEMENTS	05/31/2017	3,905.00
		0203945	GRWD/COVINGTON IMPROVEMENTS	05/31/2017	9,994.00
	Total BOLTON & MENK, INC.				15,117.00
CITY OF DEEPHAVEN					
9	CITY OF DEEPHAVEN	JUNE 2017	RENT & EQUIPMENT	06/01/2017	487.45
			Postage		48.68
			COPIES		125.40
			SEWER		380.80
			WEED/TREE/MOWING		780.78
			PARK MAINTENANCE		380.80
			Clerk Services		3,266.64
			ZONING		727.79
	Total CITY OF DEEPHAVEN				6,198.34
ECM PUBLISHERS INC					
822	ECM PUBLISHERS INC	498988	LEGAL NOTICE	06/08/2017	47.00
		501342	LEGAL NOTICE	06/15/2017	64.63
		501343	LEGAL NOTICE	06/15/2017	311.38
	Total ECM PUBLISHERS INC				423.01
GOPHER STATE ONE CALL					
68	GOPHER STATE ONE CALL	7050410	Gopher State calls	05/31/2017	55.35
	Total GOPHER STATE ONE CALL				55.35
Hennepin County Taxpayer Svcs.					
78	Hennepin County Taxpayer Svcs.	0617-19	SPECIAL ASSMT ANNUAL FEE	06/06/2017	387.50
	Total Hennepin County Taxpayer Svcs.				387.50
KENNETH N. POTTS, P.A.					
886	KENNETH N. POTTS, P.A.	06 01 17	LEGAL SVCS	06/01/2017	400.00
	Total KENNETH N. POTTS, P.A.				400.00
METRO COUNCIL ENVIRO SERVICES					
105	METRO COUNCIL ENVIRO SERV	0001069223	Monthly wastewater Charge	06/07/2017	2,592.38
	Total METRO COUNCIL ENVIRO SERVICES				2,592.38
SO LAKE MINNETONKA POLICE DEPT					
38	SO LAKE MINNETONKA POLICE	JUNE 2017	OPERATING BUDGET EXPENSE	06/01/2017	15,196.00
	Total SO LAKE MINNETONKA POLICE DEPT				15,196.00
XCEL ENERGY					
145	XCEL ENERGY	052517	4925 MEADVILLE STREET *	05/25/2017	8.68
			Sleepy Hollow Road *		8.68
			SIREN		3.80
			LIFT STATION #1		50.53
			LIFT STATION #2		51.47

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt
			LIFT STATION #3		39.28
			LIFT STATION #4		37.20
			LIFT STATION #6		91.15
			Street Lights *		749.73
Total XCEL ENERGY					1,040.52

Total Paid:	41,410.10
Total Unpaid:	-
Grand Total:	41,410.10

Check Issue Date(s): 06/01/2017 - 06/30/2017

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
06/17	06/21/2017	12815	51	BOLTON & MENK, INC.	602-20100	15,117.00
06/17	06/21/2017	12816	9	CITY OF DEEPHAVEN	101-20100	6,198.34
06/17	06/21/2017	12817	822	ECM PUBLISHERS INC	101-20100	423.01
06/17	06/21/2017	12818	68	GOPHER STATE ONE CALL	602-20100	55.35
06/17	06/21/2017	12819	78	Hennepin County Taxpayer Svcs.	602-20100	387.50
06/17	06/21/2017	12820	886	KENNETH N. POTTS, P.A.	101-20100	400.00
06/17	06/21/2017	12821	105	METRO COUNCIL ENVIRO SERVICES	602-20100	2,592.38
06/17	06/21/2017	12822	38	SO LAKE MINNETONKA POLICE DEPT	101-20100	15,196.00
06/17	06/21/2017	12823	145	XCEL ENERGY	101-20100	1,040.52
Totals:						41,410.10

Dated: _____

Mayor: _____

City Council: _____

_____

_____

_____

_____

_____

City Recorder: _____

Pay Per Date	Jrnl	Check Date	Check Number	Payee	Emp No	Description	GL Account	Amount
07/01/17	PC	07/01/17	7011701	CONRAD, KRISTI	39		001-10100	277.05
07/01/17	PC	07/01/17	7011702	COOK, WILLIAM B.	37		001-10100	277.05
07/01/17	PC	07/01/17	7011703	Fletcher, Thomas M	33		001-10100	177.05
07/01/17	PC	07/01/17	7011704	Kind, Debra J.	34		001-10100	415.57
07/01/17	PC	07/01/17	7011705	Quam, Robert	32		001-10100	277.05
Grand Totals:								1,423.77

-----Original Message-----
From: Spencer R Agnew [mailto:Spencer.Agnew@hennepin.us]
Sent: Friday, June 09, 2017 4:13 PM
To: undisclosed-recipients:
Subject: 2018 - 2020 Hennepin County CDBG Cooperation Agreement - Action Required

Hello,

On April 24, 2017, we sent a letter regarding your participation in the Hennepin County Community Development Block Grant (CDBG) Program for the 2018-2020 period. As described in that letter, the current Joint Cooperation Agreement (JCA) for the county CDBG program is set to auto-renew. However, it has since been determined that amendments to the JCA are needed in order to ensure compliance with various HUD regulations, improve administrative efficiency, and prepare for the possibility of federal funding cuts to the CDBG program.

Because the JCA will be amended, it will no longer auto-renew and will require a City resolution of approval. A copy of the 2018-2020 JCA is attached, along with a sample resolution for your use. Please return three signed copies of page 10 of the 2018-2020 JCA and two certified resolutions by July 20, 2017 to my attention at the address below.

As your city is in the "consolidated pool", participation in the county CDBG program through this cooperation agreement does not introduce any financial obligations or administrative requirements to your city (beyond the action required to approved this cooperation agreement). Participation in the county CDBG program provides the following benefits:

* Allows residents of your city to apply for assistance for home repairs through the county-operated single family housing rehab loan program.

* Allows residents of your city to receive assistance through various public service activities, including homeownership counseling, reverse mortgage counseling, home maintenance help for seniors, senior center programming, among other programs.

* Provides your city the option of applying for CDBG funds for eligible housing or public facility projects.

Please contact me at 612-348-2205 or spencer.agnew@hennepin.us if you have any questions.

Thank you for your patience with respect to the timing of this request.

Thanks,

Spencer Agnew
Hennepin County Community Works
701 4th Avenue S, Suite 400 | Minneapolis, MN 55415
612-348-2205
spencer.agnew@hennepin.us<mailto:spencer.agnew@hennepin.us> |
hennepin.us<http://www.hennepin.us/>

Contract No. 17XXXXX

JOINT COOPERATION AGREEMENT
URBAN HENNEPIN COUNTY
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

THIS AGREEMENT made and entered into by and between the COUNTY OF HENNEPIN, State of Minnesota, hereinafter referred to as "COUNTY," A-2400 Government Center, Minneapolis, Minnesota, 55487, and the cities executing this Master Agreement, each hereinafter respectively referred to as "COOPERATING UNIT," said parties to this Agreement each being governmental units of the State of Minnesota, and made pursuant to Minnesota Statutes, Section 471.59.

WITNESSETH:

COOPERATING UNIT and COUNTY agree that it is desirable and in the interests of their citizens that COOPERATING UNIT shares its authority to carry out essential community development and housing activities with COUNTY in order to permit COUNTY to secure and administer Community Development Block Grant and HOME Investment Partnership funds as an Urban County within the provisions of the Act as herein defined and, therefore, in consideration of the mutual covenants and promises contained in this Agreement, the parties mutually agree to the following terms and conditions.

COOPERATING UNIT acknowledges that by the execution of this Agreement that it understands that it:

1. May not also apply for grants under the State CDBG Program from appropriations for fiscal years during which it is participating in the Urban County Program; and

2. May not participate in a HOME Consortium except through the Urban County.

3. May not receive a formula allocation under the Emergency Solutions Grants (ESG) Program except through the Urban County.

I. DEFINITIONS

The definitions contained in 42 U.S.C. 5302 of the Act and 24 CFR §570.3 of the Regulations are incorporated herein by reference and made a part hereof, and the terms defined in this section have the meanings given them:

A. "Act" means Title I of the Housing and Community Development Act of 1974, as amended, (42 U.S.C. 5301 et seq.).

B. “Activity” means a CDBG-funded activity eligible under Title I of the Housing and Community Development Act of 1974, as amended. Example: single family rehab activity.

C. “Annual Program” means those combined activities submitted by cooperating units to COUNTY for CDBG funding as part of the Consolidated Plan.

D. “Analysis of Impediments to Fair Housing Choice” or “AI” means an assessment of how laws, regulations, policies and procedures affect the location, availability, and accessibility of housing,

and how conditions, both private and public, affect fair housing choice. All HUD grantees must certify that they will affirmatively further fair housing, which means conducting an Analysis of Impediments to Fair Housing Choice (AI), taking appropriate actions to overcome the effects of any impediments identified through that analysis, and keeping records of these actions.

E. "Consolidated Plan" means the document bearing that title or similarly required statements or documents submitted to HUD for authorization to expend the annual grant amount and which is developed by the COUNTY in conjunction with COOPERATING UNITS as part of the Community Development Block Grant Program.

F. "Cooperating Unit(s)" means any city or town in Hennepin County that has entered into a cooperation agreement that is identical to this Agreement, as well as Hennepin County, which is a party to each Agreement.

G. "HUD" means the United States Department of Housing and Urban Development.

H. "Metropolitan City" means any city located in whole or in part in Hennepin County which is certified by HUD to have a population of 50,000 or more people, or which has previously been granted Metropolitan City status by HUD.

I. “Program” means the HUD Community Development Block Grant Program as defined under Title I of the Housing and Community Development Act of 1974, as amended.

J. “Program Income” means gross income received by the recipient or a subrecipient directly generated from the use of CDBG.

K. “Public service activities” means the provision of public services described in 24 CFR 570.201(e).

L. "Regulations" means the rules and regulations promulgated pursuant to the Act, including but not limited to 24 CFR Part 570.

M. “Urban County” means the entitlement jurisdiction within the provisions of the Act and includes the suburban Hennepin County municipalities which are signatories to this Agreement.

II. PURPOSE

The purpose of this Agreement is to authorize COUNTY and COOPERATING UNIT to cooperate to undertake, or assist in undertaking, community renewal and lower income housing assistance activities and authorizes COUNTY to carry out these and other eligible activities for the benefit of eligible recipients who reside within the corporate limits of the COOPERATING UNIT which will be funded from annual Community Development Block Grant, Emergency Solutions Grants (ESG) Programs and HOME appropriations for the Federal Fiscal Years 2018, 2019 and 2020 and from any program income generated from the expenditure of such funds.

III. AGREEMENT

The initial term of this Agreement is for a period commencing on October 1, 2017 and terminating no sooner than the end of the program year covered by the Consolidated Plan for the basic grant amount for the Fiscal Year 2020, as authorized by HUD, and for such additional time as may be required for the expenditure of funds granted to the County for such period. Prior to the end of the initial term and the end of each subsequent qualification period, the COUNTY, as the lead agency of the URBAN HENNEPIN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, shall provide a written notice to the COOPERATING UNIT

of their right not to participate in a subsequent qualification period. The written notice will provide the COOPERATING UNIT a minimum thirty (30) day period to submit a written withdrawal. If the COOPERATING UNIT does not submit to the COUNTY a written withdrawal during the notice period, this Agreement shall be automatically extended for a subsequent three-year qualifying period.

This Agreement must be amended by written agreement of all parties to incorporate any future changes necessary to meet the requirements for cooperation agreements set forth in the Urban County Qualification Notice applicable for the year in which the next qualification of the County is scheduled. Failure by either party to adopt such an amendment to the Agreement shall automatically terminate the Agreement following the expenditure of all CDBG and HOME funds allocated for use in the COOPERATING UNIT's jurisdiction.

This Agreement shall remain in effect until the CDBG, HOME and ESG funds and program income received (with respect to activities carried out during the three-year qualification period, and any successive qualification periods under agreements that provide for automatic renewals) are expended and the funded activities completed. COUNTY and COOPERATING UNIT cannot terminate or withdraw form this Agreement while it remains in effect.

Notwithstanding any other provision of this Agreement, this Agreement may be terminated at the end of the program period during which HUD withdraws its designation of the COUNTY as an Urban County under the Act.

This Agreement shall be executed by the appropriate officers of COOPERATING UNIT and COUNTY pursuant to authority granted them by their respective governing bodies, and a copy of the authorizing resolution and executed Agreement shall be filed promptly by the COOPERATING UNIT in the Hennepin County Department of Housing, Community Works and Transit so that the Agreement can be submitted to HUD by July 24, 2017.

COOPERATING UNIT and COUNTY shall take all actions necessary to assure compliance with the urban county's certifications required by Section 104(b) of the Title I of the Housing and Community Development Act of 1974, as amended, including Title VI of the Civil Rights Act of 1964; the Fair Housing Act, and affirmatively furthering fair housing. COOPERATING UNIT and COUNTY shall also take all actions necessary to assure compliance with Section 109 of Title I of the Housing and Community Development Act of 1974 (which incorporates Section 504 of the Rehabilitation Act of 1973 and the Age Discrimination Act of 1975), and other applicable laws.

IV. ACTIVITIES

COOPERATING UNIT agrees that awarded grant funds will be used to undertake and carry out, within the terms of this Agreement, certain activities eligible for funding under the Act. The COUNTY agrees and will assist COOPERATING UNIT in the undertaking of such essential activities by providing the services specified in this Agreement. The parties mutually agree to comply with all applicable requirements of the Act and the Regulations and other relevant Federal and/or Minnesota statutes or regulations in the use of basic grant amounts. Nothing in this Article shall be construed to lessen or abrogate the COUNTY's responsibility to assume all obligations of an applicant under the Act, including the development of the Consolidated Plan, pursuant to 24 CFR Part 91.

COOPERATING UNIT further specifically agrees as follows:

A. COOPERATING UNIT will, in accord with a COUNTY-established schedule, prepare and provide to the COUNTY, in a prescribed form, requests for the use of Community Development Block Grant Funds consistent with this Agreement, program regulations and the Urban Hennepin County Consolidated Plan.

B. COOPERATING UNIT acknowledges that, pursuant to 24 CFR §570.501 (b), it is subject to the same requirements applicable to subrecipients, including the requirement for a written Subrecipient Agreement set forth in 24 CFR §570.503. The Subrecipient Agreement will cover the implementation requirements for each activity funded pursuant to this Agreement and shall be duly executed with and in a form prescribed by the COUNTY.

C. COOPERATING UNIT acknowledges that it is subject to the same subrecipient requirements stated in paragraph B above in instances where an agency other than itself is undertaking an activity pursuant to this Agreement on behalf of COOPERATING UNIT. In such instances, a written Third Party Agreement shall be duly executed between the agency and COOPERATING UNIT in a form prescribed by COUNTY.

D. COOPERATING UNITS shall expend all funds annually allocated to activities pursuant to the Subrecipient Agreement.

   1. All funds not expended pursuant to the terms of the Subrecipient Agreement will be relinquished to the COUNTY and will be transferred to a separate account for reallocation on a competitive request for proposal basis at the discretion of the COUNTY where total of such funds is $100,000 or greater. Amounts less than $100,000 shall be allocated by COUNTY to other existing activities consistent with timeliness requirements and Consolidated Plan goals.

E. COUNTY and COOPERATING UNITS shall expend all program income pursuant to this Agreement as provided below:

   1. Program income from housing rehabilitation activities administered by the COUNTY will be incorporated into a pool at the discretion of the COUNTY. The pool will be administered by COUNTY and will be used for housing rehabilitation projects located throughout the entire Urban County. When possible, COUNTY will give priority to funding housing rehabilitation projects within the COOPERATING UNIT where the program income was generated. Funds expended in this manner would be secured by a Repayment Agreement/Mortgage running in favor of the COUNTY. Program income generated by METROPOLITAN CITY COOPERATING UNITS that administer their own housing rehabilitation activities may be retained by the COOPERATING UNIT at its discretion.

   2. COUNTY reserves the option to recapture program income generated by non-housing rehabilitation activities if said funds have not been expended within twelve (12) months of being generated. These funds shall be transferred to a separate account for reallocation on a competitive request for proposal basis administered by COUNTY or, where the total of such funds does not exceed $100,000, shall be reallocated by COUNTY to other existing activities consistent with timeliness requirements and Consolidated Plan goals.

F. COOPERATING UNITS are encouraged to undertake joint activities involving the sharing of funding when such action furthers the goals of the Consolidated Plan and meets the expenditure goals.

G. If COUNTY is notified by HUD that it has not met the performance standard for the timely expenditure of funds at 24 CFR 570.902(a) and the COUNTY entitlement grant is reduced by HUD according to its policy on corrective actions, then the basic grant amount to any COOPERATING UNIT that has not met its expenditure goal shall be reduced accordingly.

H. COOPERATING UNIT will take actions necessary to assist in accomplishing the community development program and housing goals, as contained in the Urban Hennepin County Consolidated Plan, and will comply with COUNTY's direction to redirect the use of funds when necessary to accomplish said goals.

I. COOPERATING UNIT shall ensure that all activities funded, in part or in full by grant funds received pursuant to this Agreement, shall be undertaken affirmatively with regard to fair housing, employment and business opportunities for minorities and women. It shall, in implementing all programs and/or activities funded by the basic grant amount, comply with all applicable Federal and Minnesota Laws, statutes, rules and regulations with regard to civil rights, affirmative action and equal employment opportunities and Administrative Rule issued by the COUNTY.

J. COOPERATING UNIT acknowledges the recommendations set forth in the current Analysis of Impediments to Fair Housing Choice. COOPERATING UNIT that does not affirmatively further fair housing within its own jurisdiction or that impedes action by COUNTY to comply with its certifications to HUD may be prohibited from receiving part or all CDBG funding for its activities, and may be required to reimburse COUNTY for part or all of funds it has received.

K. COOPERATING UNIT shall participate in the citizen participation process, as established by COUNTY, in compliance with the requirements of the Housing and Community Development Act of 1974, as amended.

L. COOPERATING UNIT shall reimburse COUNTY for any expenditure determined by HUD or COUNTY to be ineligible.

M. COOPERATING UNIT shall prepare, execute, and cause to be filed all documents protecting the interests of the parties hereto or any other party of interest as may be designated by the COUNTY.

N. COOPERATING UNIT has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstrations within its jurisdiction.

O. COOPERATING UNIT shall not sell, trade, or otherwise transfer all or any portion of grant funds to another metropolitan city, urban county, unit of general local government, or Indian tribe, or insular area that directly or indirectly receives CDBG funds in exchange for any other funds, credits or non-Federal considerations, but must use such funds for activities eligible under Title I of the Act.

COUNTY further specifically agrees as follows:

A. COUNTY shall prepare and submit to HUD and appropriate reviewing agencies, on an annual basis, all plans, statements and program documents necessary for receipt of a basic grant amount under the Act.

B. COUNTY shall provide, to the maximum extent feasible, technical assistance and coordinating services to COOPERATING UNIT in the preparation and submission of a request for funding.

C. COUNTY shall provide ongoing technical assistance to COOPERATING UNIT to aid COUNTY in fulfilling its responsibility to HUD for accomplishment of the community development program and housing goals.

D. COUNTY shall, upon official request by COOPERATING UNIT, agree to administer local housing rehabilitation activities funded pursuant to the Agreement, provided that COUNTY shall receive Twelve percent (12%) of the allocation by COOPERATING UNIT to the activity as reimbursement for costs associated with the administration of COOPERATING UNIT activity.

E. COUNTY may, at its discretion and upon official request by COOPERATING UNIT, agree to administer, for a possible fee, other activities funded pursuant to this Agreement on behalf of COOPERATING UNIT.

F. COUNTY may, as necessary for clarification and coordination of program administration, develop and implement Administrative Rules consistent with the Act, Regulations, HUD administrative directives, and administrative requirements of COUNTY; and COOPERATING UNIT shall comply with said Administrative Rules.

V. ALLOCATION OF BASIC GRANT AMOUNTS

Basic grant amounts received by the COUNTY under Section 106 of the Act shall be allocated as follows:

A. Planning and administration costs are capped to 20 percent of the sum of the basic grant amount plus program income that is received during the program year. During the term of this Agreement the COUNTY will receive a planning and administrative retainage of up to fifteen percent (15%) of the basic grant amount; included in this administrative amount is funding for county-wide Fair Housing activities.

B. Funding for public service activities are capped to 15 percent of the sum of the basic grant amount plus program income that is received during the previous program year. During the term of this Agreement the COUNTY will retain up to 15% of the basic grant amount for allocation to public service activities county-wide. Funds retained for public service activities will be awarded in a manner determined by COUNTY on a competitive request for proposal basis.

C. The balance of the basic grant amount shall be made available by COUNTY to COOPERATING UNITS in accordance with the formula stated in part D and the procedure stated in part E of this section utilizing U.S. Census Bureau data. The allocation is for planning purposes only and is not a guarantee of funding.

D. Allocation of funding will be based upon a formula using U.S. Census Bureau data that bears the same ratio to the balance of the basic grant amount as the average of the ratios between:

1. The population of COOPERATING UNIT and the population of all COOPERATING UNITS.

2. The extent of poverty in COOPERATING UNIT and the extent of poverty in all COOPERATING UNITS.

3. The extent of overcrowded housing by units in COOPERATING UNIT and the extent of overcrowded housing by units in all COOPERATING UNITS.

4. In determining the average of the above ratios, the ratio involving the extent of poverty shall be counted twice.

E. Funds will be made available to communities utilizing the formula specified in C of this Section in the following manner:

1. All COOPERATING UNITS which are also METROPOLITAN CITIES will receive funding allocations in accordance with the COUNTY formula allocations.

2. All COOPERATING UNITS with aggregate formula percentages of greater than five percent (5%) of the total using the procedure in part D. of this section will receive funding allocations in accordance with the COUNTY formula allocations, unless the resulting allocation would total less than One Hundred Thousand Dollars ($100,000.00).

3. COOPERATING UNITS with aggregate formula percentages of five percent (5%) or less of the total using the procedure in part D. of this section or with funding allocations of less than One Hundred Thousand Dollars ($100,000.00) will have their funds consolidated into a pool for award in a manner determined by COUNTY on a competitive request for proposal basis. Only the COUNTY and COOPERATING UNITS whose funding has been pooled will be eligible to compete for these funds.

4. COOPERATING UNITS shall have the option to opt-in to the consolidated pool specified in item 3. of this part by providing written notice to COUNTY by November 15th annually.

F. The COUNTY shall develop these ratios based upon data to be furnished by the U.S. Census Bureau. The COUNTY assumes no duty to gather such data independently and assumes no liability for any errors in the data.

G. In the event COOPERATING UNIT does not request a funding allocation, or a portion thereof, the amount not requested shall be made available to other participating communities, in a manner determined by COUNTY.

VI. METROPOLITAN CITIES

Any metropolitan city executing this Agreement shall defer their entitlement status and become part of Urban Hennepin County.

This agreement can be voided if the COOPERATING UNIT is advised by HUD, prior to the completion of the re-qualification process for fiscal years 2018-2020, that it is newly eligible to become a metropolitan city and the COOPERATING UNIT elects to take its entitlement status. If the agreement is not voided on the basis of the COOPERATING UNIT's eligibility as a metropolitan city prior to July 16, 2017, the COOPERATING UNIT must remain a part of the COUNTY program for the entire three-year period of the COUNTY qualification.

VII. OPINION OF COUNSEL

The undersigned, on behalf of the Hennepin County Attorney, having reviewed this Agreement, hereby opines that the terms and provisions of the Agreement are fully authorized under State and local law and that

the COOPERATING UNIT has full legal authority to undertake or assist in undertaking essential community development and housing assistance activities, specifically urban renewal and publicly-assisted housing.

_____

Assistant County Attorney

VIII. HENNEPIN COUNTY EXECUTION

The Hennepin County Board of Commissioners having duly approved this Agreement on _____, 2017, and pursuant to such approval and the proper County official having signed this Agreement, the COUNTY agrees to be bound by the provisions herein set forth.

APPROVED AS TO FORM:

_____
Assistant County Attorney
Date: _____

COUNTY OF HENNEPIN, STATE OF MINNESOTA

By: _____
Chair of its County Board

Attest: _____
Deputy Clerk of the County Board

Date: _____

By: _____
County Administrator
Date: _____

By: _____
Assistant County Administrator – Public Works
Date: _____

Recommended for Approval:

_____
Director, Community Works

Date: _____

IX. COOPERATING UNIT EXECUTION

COOPERATING UNIT, having signed this Agreement, and the COOPERATING UNIT'S governing body having duly approved this Agreement on _____, 2017, and pursuant to such approval and the proper city official having signed this Agreement, COOPERATING UNIT agrees to be bound by the provisions of this Joint Cooperation Agreement.

CITY OF

By: _____
Its Mayor

And: _____
Its City Manager

ATTEST: _____

CITY MUST CHECK ONE:
The City is organized pursuant to:

____ Plan A _____ Plan B ____ Charter

City of Greenwood
Resolution 15-17

A RESOLUTION AUTHORIZING THE EXECUTION OF A JOINT COOPERATION AGREEMENT BETWEEN THE CITY OF GREENWOOD AND HENNEPIN COUNTY FOR PARTICIPATION IN THE URBAN HENNEPIN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM IN FISCAL YEARS 2018- 2020

WHEREAS, the City of Greenwood, Minnesota and the County of Hennepin have in effect a Joint Cooperation Agreement for purposes of qualifying as an Urban County under the United States Department of Housing and Urban Development Community Development Block Grant (CDBG), Emergency Solutions Grants (ESG) Program, and HOME Investment Partnerships (HOME) Programs; and

WHEREAS, the City and County wish to execute a new Joint Cooperation Agreement in order to continue to qualify as an Urban County for purposes of the Community Development Block Grant, ESG and HOME Programs.

NOW, THEREFORE, BE IT RESOLVED that a new Joint Cooperation Agreement between the City and County be executed effective October 1, 2017 and that the Mayor and the City Clerk be authorized and directed to sign the Agreement on behalf of the City.

ADOPTED by the City Council of Greenwood, Minnesota this __ day of _____, 2017.

____ AYES ____ NAYS

CITY OF GREENWOOD

By: _____ Attest: _____
Debra J. Kind, Mayor Dana H. Young, City Clerk

Greenwood
City on the Lake

Agenda Number: 4A
Agenda Date: 07-05-17
Prepared by Deb Kind

Agenda Item: 2017 Road, Drainage, and Park Improvement Projects

Summary: Attached are updated documents from the city engineer for the Greenwood Park portion of the 2017 projects. Refer to the 06-07-17 council packet for road and other drainage improvement plans. The city engineer will attend the 07-05-17 council meeting to present bid results and answer council questions.

Funding for Greenwood Park Drainage Improvement Project. As a condition of approval for the 12-02-15 variance granted for the McQuinn property (5025 Covington Street), the property owner agreed to fund a drainage improvement project to increase the pond capacity at Greenwood Park with the understanding that project would serve the drainage needs for the entire area that have been an ongoing issue for many years. The McQuinns also offered to pay for trail and landscape improvements. The city is coordinating the planning and construction of the project. The city engineer estimates the cost of the project to be **$207,755.** The McQuinns will submit a check for this amount to the city prior to the beginning of construction. This amount will be deposited into the city's *Special Project Fund.*

In addition to **$207,755** in the *Special Project Fund,* below are city funds as of **05-31-17** that may be used for any city purpose.

$81,253	*Sewer Enterprise Fund* ($331,253 minus $250,000 goal balance)
$31,088	*Stormwater Special Revenue Fund*
$240,707	*Road Improvement Fund*

Plus, the city may use 2017 General Fund Contingency Budget money and / or excess General Fund Reserves if desired.

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

1. I move the city council approves the following bids for the 2017 road, drainage, and park improvement projects:
   (a) The bid from _____ for _____ project in the amount of $____, to be paid from the city's _____ fund.
   (b) The bid from _____ for _____ project in the amount of $____, to be paid from the city's _____ fund.
   (c) The bid from _____ for _____ project in the amount of $____, to be paid from the city's _____ fund.
   (d) The bid from _____ for _____ project in the amount of $____, to be paid from the city's _____ fund.

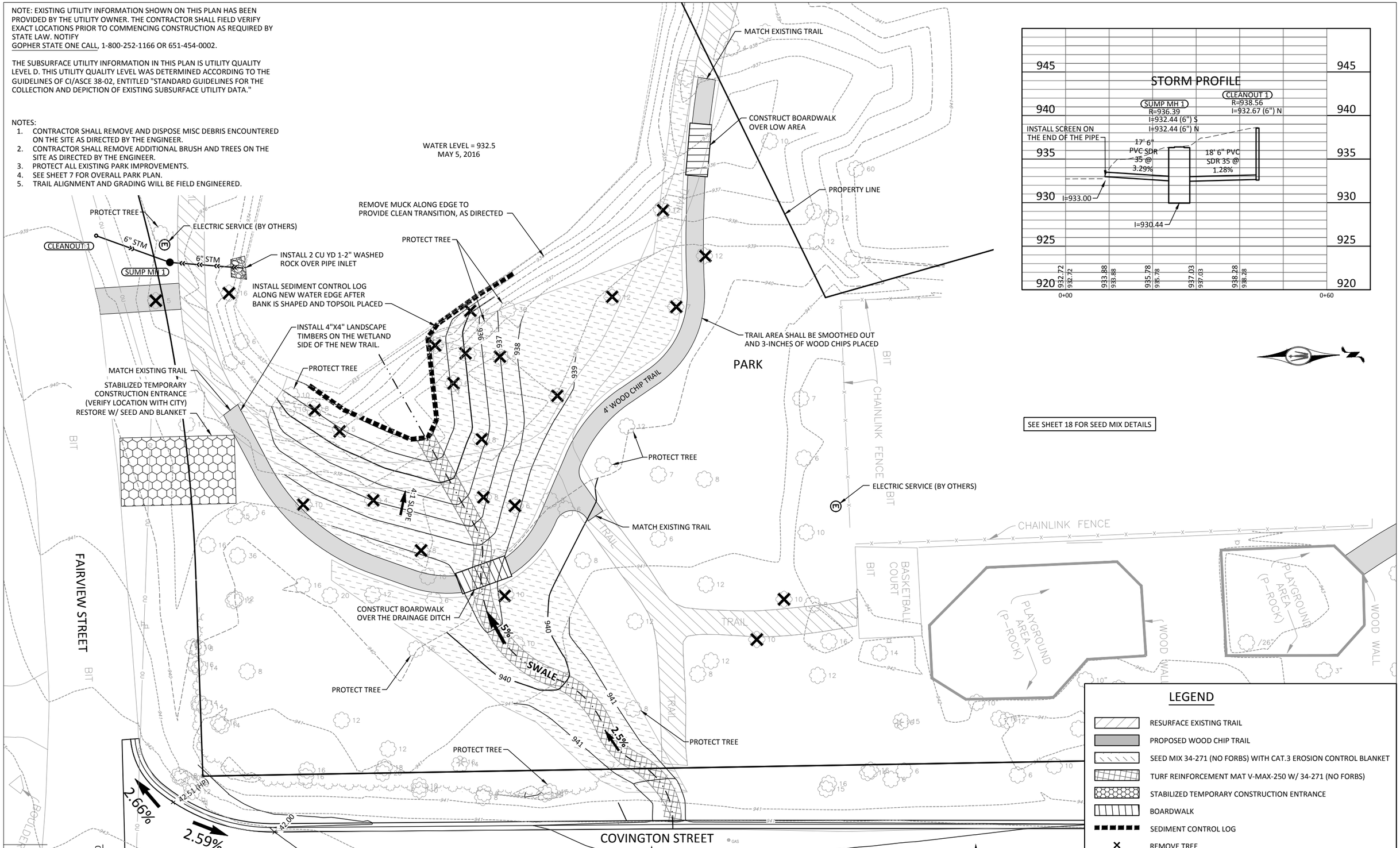
2. I move the city council authorizes the city treasurer to transfer $_____ from the _____Fund to the _____ Fund.

3. Do nothing or other motion ???

NOTE: EXISTING UTILITY INFORMATION SHOWN ON THIS PLAN HAS BEEN PROVIDED BY THE UTILITY OWNER. THE CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS PRIOR TO COMMENCING CONSTRUCTION AS REQUIRED BY STATE LAW. NOTIFY
GOPHER STATE ONE CALL, 1-800-252-1166 OR 651-454-0002.

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

NOTES:
1. CONTRACTOR SHALL REMOVE AND DISPOSE MISC DEBRIS ENCOUNTERED ON THE SITE AS DIRECTED BY THE ENGINEER.
2. CONTRACTOR SHALL REMOVE ADDITIONAL BRUSH AND TREES ON THE SITE AS DIRECTED BY THE ENGINEER.
3. PROTECT ALL EXISTING PARK IMPROVEMENTS.
4. SEE SHEET 7 FOR OVERALL PARK PLAN.
5. TRAIL ALIGNMENT AND GRADING WILL BE FIELD ENGINEERED.



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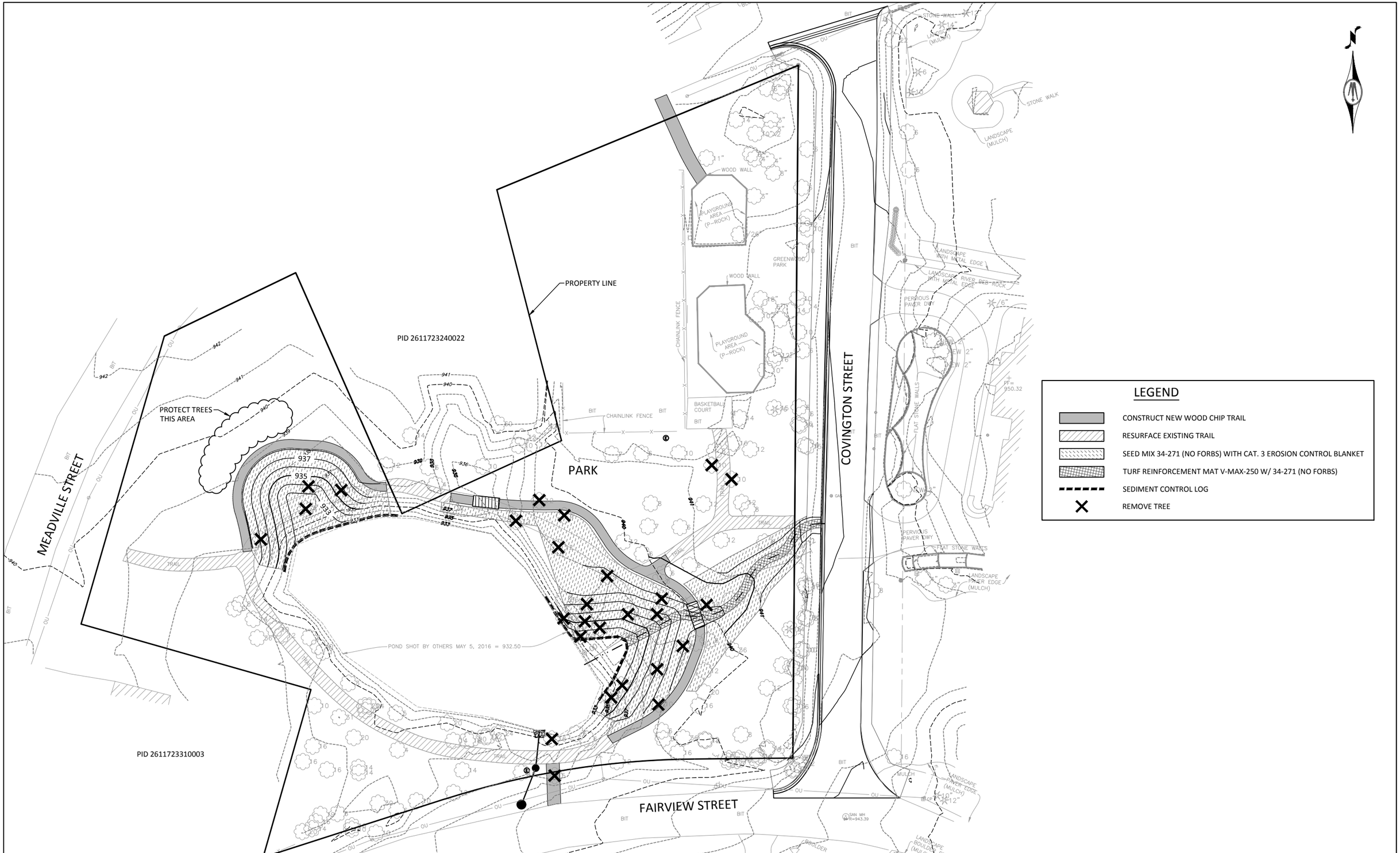
REV	ISSUED FOR	DATE

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

JEFFREY J. WEYANDT
LICENSE NO. 41342 DATE 6/20/2017

DESIGNED JJW
DRAWN DDS
CHECKED DPM

CITY OF GREENWOOD
2017 STREET AND DRAINAGE IMPROVEMENTS
CONSTRUCTION PLANS
PARK IMPROVEMENTS



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Jeffrey J. Weyandt

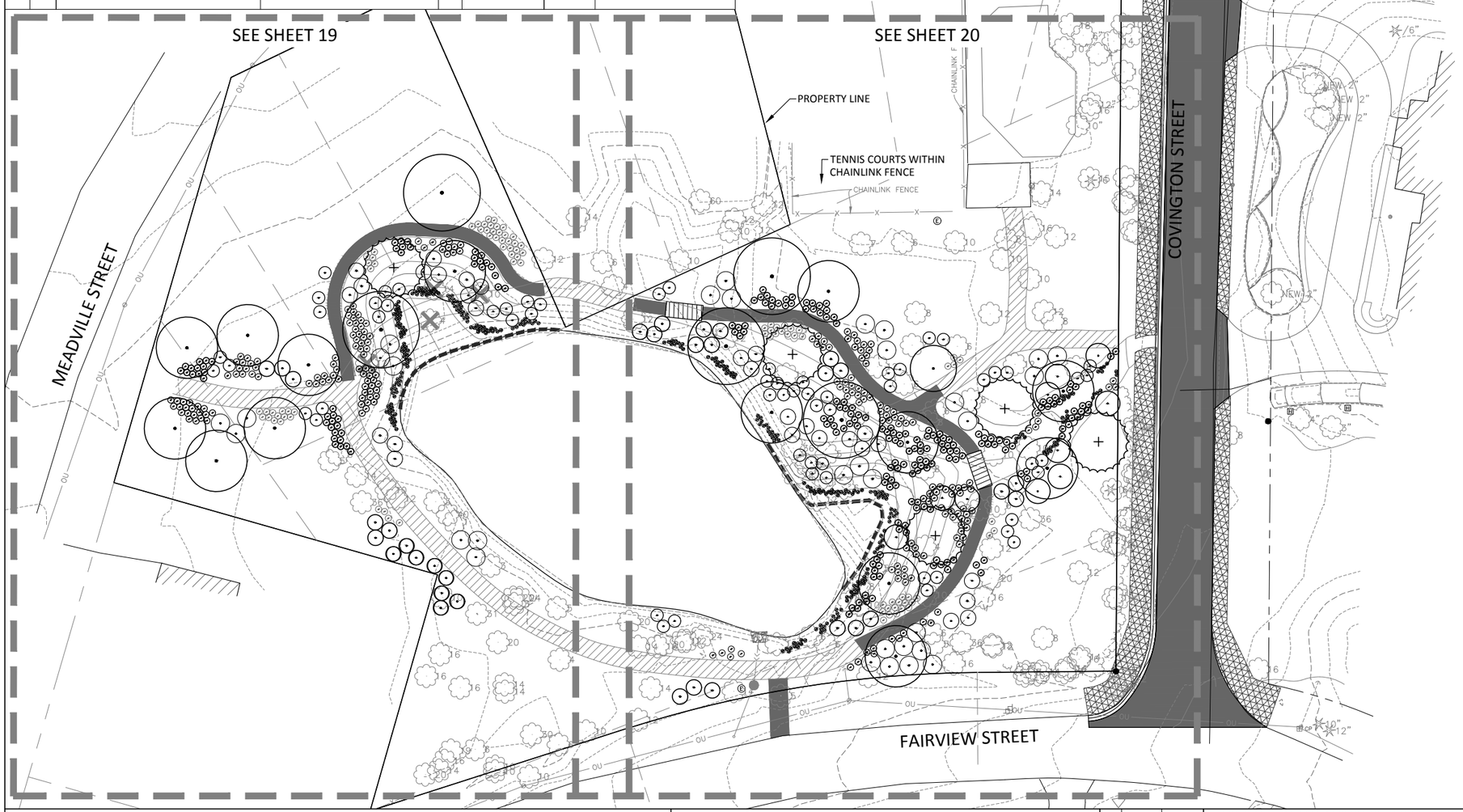
JEFFREY J WEYANDT
LIC NO. 41342 DATE 6/20/2017

DESIGNED JJW
DRAWN DDS
CHECKED DPM

CITY OF GREENWOOD
2017 STREET AND DRAINAGE IMPROVEMENTS
OVERALL PARK PLAN
OVERALL PARK PLAN

SHEET 7 OF 21

Qty.	Sym.	Scientific Name	Common Name	Unit	Size	Spacing	Characteristics
		Overstory Trees					
5	PD	Populus deltoides 'Robusta'	Cottonwood, Robusta (Seedless)	EA	2.5" Cal.	see plan	
1	AS	Acer saccharum 'Morton'	Crescendo Sugar Maple	EA	2.5" Cal.	see plan	
8	CO	Celtis occidentalis	Common Hackberry	EA	2.5" Cal.	see plan	
5	TC	Tsuga canadensis	Eastern Hemlock	EA	6' Ht.	see plan	
6	LL	Larix laricina	Tamarack	EA	6' Ht.	see plan	
		Understory Tree					
10	CA	Cornus alternifolia	Pagoda Dogwood	EA	4' Ht.	see plan	Shrub Form
		Deciduous Shrubs					
31	CSB	Cornus sericea 'Baileyi'	Bailey's Red Twig Dogwood	EA	5 Gal.	see plan	
25	VL	Viburnum lentago	Nannyberry Viburnum	EA	4' Ht.	see plan	Shrub Form
72	AM	Aronia melanocarpa ' Autumn Magic'	Chokeberry Autumn Magic	EA	5 Gal.	see plan	
8	RH	Ribes hirtellum	Swamp Gooseberry	EA	5 Gal.	see plan	
28	RA	Ribes americanum	Wild Black Current	EA	5 Gal.	see plan	
		Understory Perennials					
27	OC	Osmunda claytoniana	Interrupted Fern	EA	#1 Cont.	see plan	
61	PB	Polygonatum biflorum	Solomon's Seal	EA	#1 Cont.	see plan	
117	CS	Carex stricta	Tussock Sedge	EA	#1 Cont.	see plan	
82	TCO	Tiarella cordifolia	Foam Flower	EA	#1 Cont.	see plan	
102	ACA	Anemone canadensis	Canada Anemone	EA	#1 Cont.	see plan	
59	LS	Lamprocapnos spectabilis	Bleeding Heart	EA	#1 Cont.	see plan	
147	AC	Aquilega canadensis	Red Columbine	EA	#1 Cont.	see plan	
227	HV	Hydrophyllum virginianum	Virginia Waterleaf	EA	#1 Cont.	see plan	
187	CP	Carex pensylvanica	Pennsylvania Sedge	EA	#1 Cont.	see plan	



GENERAL LANDSCAPE IMPROVEMENT NOTES:

1. MASTER PLANT SCHEDULE: SHRUBS AND PERENNIALS ARE LISTED IN THE MASTER PLANT SCHEDULE. IF THERE IS A CONFLICT BETWEEN THE QUANTITIES SHOWN ON THE DRAWING AND THE QUANTITIES SHOWN IN THE PLANT SCHEDULE, THE PLAN QUANTITIES SHALL PREVAIL.
2. PLANTING LAYOUT: LAYOUT A TYPICAL SHRUB AND PERENNIAL BED LAYOUT, AND OBTAIN APPROVAL OF THE LANDSCAPE ARCHITECT PRIOR TO PLANTING.
3. SHRUB AND PERENNIAL GROUPINGS SHALL BE PLANTED AND MULCHED IN ONE CONTINUOUSLY MULCHED BED.
4. SEEDING: SEED ALL DISTURBED AREAS, AS SPECIFIED, UNLESS OTHERWISE NOTED.
5. SITE TO BE FINISH GRADED, TREES AND SHRUBS PLANTED, THEN SEEDED AND STABILIZED PER PLANS. CONTAINER PLANTINGS TO BE PLANTED AFTER EROSION CONTROL BLANKET IS PLACED. CUT OUT SPACE FOR CONTAINER PLATS, REMOVE EXCESS SPOILS FROM SITE, INSTALL PLANT MATERIAL AND MULCH AROUND PLANT. ALL EXCESS SOILS AND SPOILS SHALL BE REMOVED FROM THE SITE AND NOT LEFT ON TOP OF THE EROSION CONTROL BLANKET.

GENERAL SEEDING NOTES:

WETLAND AREA SEED MIX NOTES:

MNDOT 34-271 WET MEADOW SOUTH & WEST MIX (GRASSES, SEDGES & RUSHES ONLY)

A. ALL DISTURBED AREAS AROUND WETLAND AND AS SHOWN ON EROSION CONTROL PLANS
B. SEED MIX SPECIES:

MIX 34-271 (NO FORBS)

FRINGED BROME	BOTTLEBRUSH SEDGE
BLUE JOINT GRASS	PROINTED-BROOM SEDGE
VIRGINIA WILD RYE	FOX SEDGE
AMERICAN MANNA GRASS	TUSSOCK SEDGE
FOWL MANNA GRASS	BROWN FOX SEDGE
RICE CUT GRASS	PATH RUSH
FOWL BLUE GRASS	GREEN BULRUSH
(COVER CROP - OATS)	WOOLGRASS

* CONTRACTOR TO SUBMIT SEED MIX PERCENTAGES FOR OWNERS APPROVAL THAT REFLECT RATIOS FOR MNDOT MIX 34-271

C. APPROVED EQUAL
D. BROADCAST/ HYDROMULCH / EROSION CONTROL PER MNDOT SPECIFICATION AND PER PLANS
F. ALL AREAS NOT COVERED WITH AN RECP SHALL RECEIVE HYDROMULCH - BONDED FIBER MATRIX AT A RATE OF 3,600 POUNDS PER ACRE
G. REFERENCE SHEET 6 OF 21 FOR SEEDING AND STABILIZATION.

LEGEND

- CONSTRUCT NEW WOOD CHIP TRAIL
- RESURFACE EXISTING TRAIL
- SEDIMENT CONTROL LOG
- OVERSTORY TREES
- SHRUBS/PERENNIALS

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Jeffrey J. Weyandt
JEFFREY J. WEYANDT
LIC. NO. 41342 DATE 6/20/2017

DESIGNED JJW
DRAWN DDS
CHECKED DPM

CITY OF GREENWOOD
2017 STREET AND DRAINAGE IMPROVEMENTS
OVERALL LANDSCAPE PLAN
PARK IMPROVEMENTS

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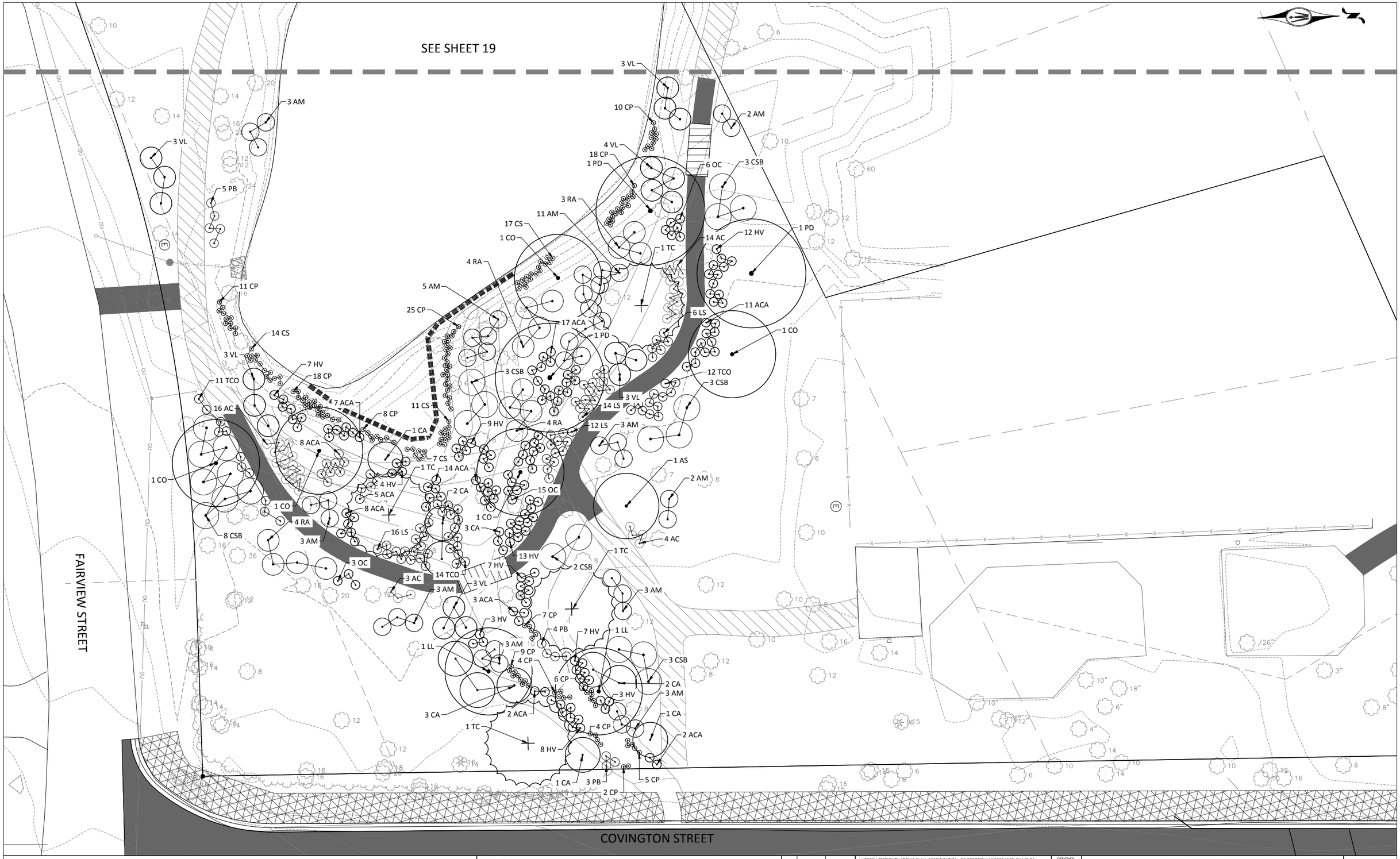
LIC. NO. 41842 DATE 6/20/2017

DESIGNED JJW
DRAWN DDS
CHECKED DPM

CITY OF GREENWOOD
2017 STREET AND DRAINAGE IMPROVEMENTS
WEST LANDSCAPE PLAN ENLARGEMENT
PARK IMPROVEMENTS

SHEET 19 OF 21



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BOLTON & MENK
2638 SHADOW LANE, SUITE 200
CHASKA, MINNESOTA 55318
Phone: (952) 448-8838
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REV	ISSUED FOR	DATE

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

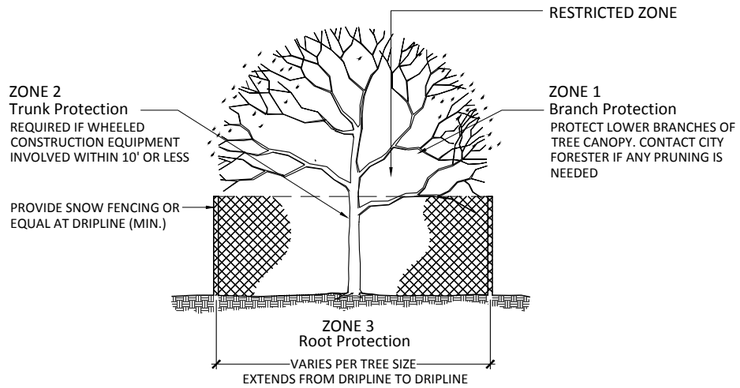
Jeffrey J. Weyandt

JEFFREY J. WEYANDT
LIC. NO. 41342 DATE 6/20/2017

DESIGNED JJW
DRAWN DDS
CHECKED DPM

CITY OF GREENWOOD
2017 STREET AND DRAINAGE IMPROVEMENTS
EAST LANDSCAPE PLAN ENLARGEMENT
PARK IMPROVEMENTS

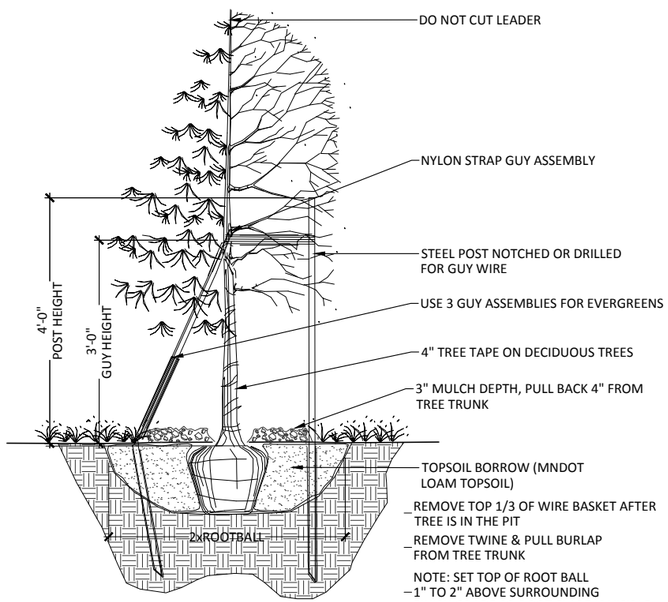
SHEET 20 OF 21



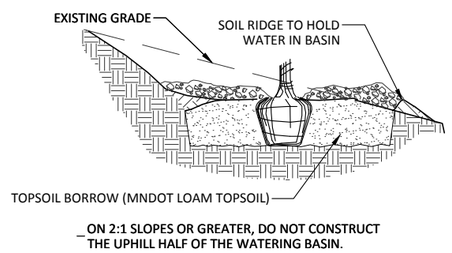
1 TYPICAL SECTION: EXISTING TREE PROTECTION
N.T.S.

TREE PROTECTION NOTES

1. ALL TREES TO BE PROTECTED AND PRESERVED SHALL BE PER DETAIL. GROUPING OF MORE THAN ONE TREE MAY OCCUR.
2. TO PREVENT TREE ROOT SMOTHERING, SOIL STOCKPILES, SUPPLIES, EQUIPMENT OR ANY OTHER MATERIAL SHALL NOT BE PLACED OR STORED WITHIN A TREE DRIP LINE OR WITHIN 15 FEET OF A TREE TRUNK, WHICHEVER IS GREATER.
3. TREE ROOTS SHALL NOT BE CUT UNLESS CUTTING IS UNAVOIDABLE.
4. TRENCHES SHALL BE HAND DUG WITHIN THE DRIP LINE IN AREAS WHERE ROOTS TWO INCHES IN DIAMETER AND GREATER ARE PRESENT, OR WHEN IN CLOSE PROXIMITY TO LOW BRANCHING TREES. WHENEVER POSSIBLE, ROOTS TWO INCHES OR GREATER IN DIAMETER SHALL BE TUNNELED OR BORED UNDER AND SHALL BE COVERED TO PREVENT DEHYDRATION.
5. WHEN ROOT CUTTING IS UNAVOIDABLE, A CLEAN SHARP CUT SHALL BE MADE TO AVOID SHREDDING OR SMASHING. ROOT CUTS SHOULD BE MADE BACK TO A LATERAL ROOT. WHENEVER POSSIBLE, TREE ROOTS SHOULD BE CUT BETWEEN LATE FALL AND BUD OPENING, WHEN ROOT ENERGY SUPPLIES ARE HIGH AND CONDITIONS ARE LEAST FAVORABLE FOR DISEASE CAUSING AGENTS. EXPOSED ROOTS SHALL BE COVERED IMMEDIATELY TO PREVENT DEHYDRATION. ROOTS SHALL BE COVERED WITH SOIL OR BURLAP AND KEPT MOIST.
7. WATERING OF PROTECTED TREES IN WHICH ROOTS WERE CUT SHALL BE PROVIDED BY THE CONTRACTOR.
8. AUGER TUNNELING RATHER THAN TRENCHING SHOULD BE USED FOR UTILITY PLACEMENT WITHIN DRIP LINE OR TREE.
9. FENCING MATERIAL SHALL ENCIRCLE ANY TREE WHOSE OUTER DRIP LINE EDGE IS WITHIN 20 FEET OF ANY CONSTRUCTION ACTIVITIES.
10. FENCING MATERIAL SHALL BE BRIGHT, CONTRASTING COLOR, DURABLE, AND A MINIMUM OF FOUR FEET IN HEIGHT.
11. FENCING MATERIAL SHALL BE SET AT THE DRIP LINE OR 15 FEET FROM TREE TRUNK, WHICHEVER IS GREATER, AND MAINTAINED IN AN UPRIGHT POSITION THROUGHOUT THE DURATION OF CONSTRUCTION ACTIVITIES.
12. ANY GRADE CHANGES (SUCH AS THE REMOVAL OF TOPSOIL OR ADDITION OF FILL MATERIAL) WITHIN THE DRIP LINE SHOULD BE AVOIDED FOR EXISTING TREES TO REMAIN. RETAINING WALLS AND TREE WELLS ARE ACCEPTABLE ONLY WHEN CONSTRUCTED PRIOR TO GRADE CHANGE.

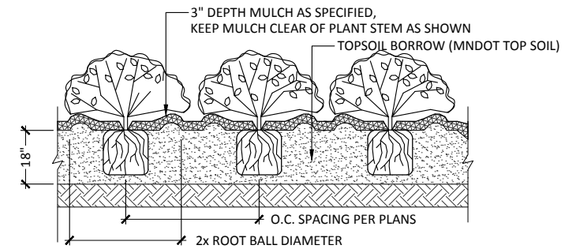


2 TREE PLANTING DETAIL
SCALE: N.T.S.

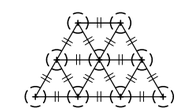


ON 2:1 SLOPES OR GREATER, DO NOT CONSTRUCT THE UPHILL HALF OF THE WATERING BASIN.

3 PLANTING ON SLOPES
SCALE: N.T.S.

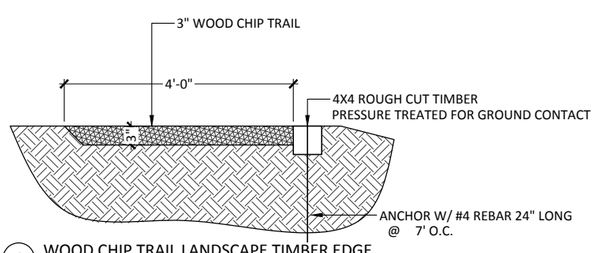


4 TYPICAL SECTION: PLANTER BED - PERENNIAL/SHRUB PLANTING
SCALE: N.T.S.

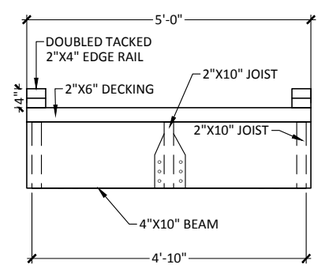


NOTES:
1. O.C. TRIANGULAR PLANT SPACING PER PLANS
2. AREAS IDENTIFIED ON PLANTING PLAN AS O.C. SHALL BE TRIANGULAR SPACED
3. SEE PLANTING PLAN FOR SPECIES

5 PERENNIAL PLANT SPACING
SCALE: N.T.S.



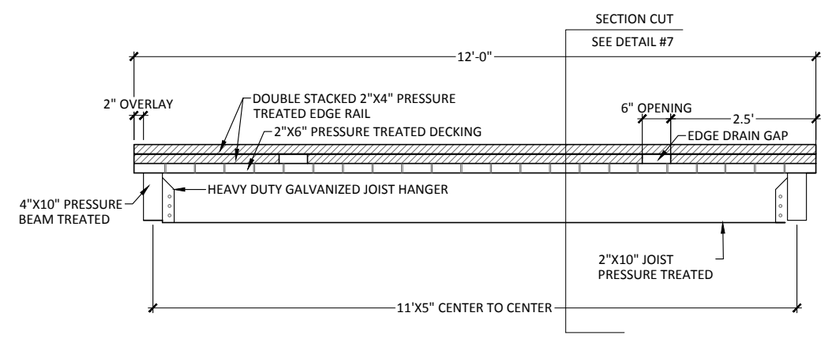
6 WOOD CHIP TRAIL LANDSCAPE TIMBER EDGE
SCALE: N.T.S.



NOTE:

USE EXTERIOR GRADE, COATED DECKING SCREWS. ALL OTHER HARDWARE SHALL BE EXTERIOR GRADE, COATED FOR USE WITH PRESSURE TREATED LUMBER OR STAINLESS STEEL.

7 TYPICAL SECTION: BOARDWALK
SCALE: N.T.S.



8 TYPICAL SECTION: BOARDWALK - SIDE PROFILE
SCALE: N.T.S.

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Jeffrey J. Weyandt

JEFFREY J. WEYANDT
LIC. NO. 41342 DATE 6/20/2017

DESIGNED JJW
DRAWN DDS
CHECKED DPM

CITY OF GREENWOOD
2017 STREET AND DRAINAGE IMPROVEMENTS
LANDSCAPE DETAILS
PARK IMPROVEMENTS

Greenwood
City on the Lake

Agenda Number: 9A

Agenda Date: 07-05-17

Prepared by Deb Kind

Agenda Item: Consider Res 16-17 Approving a Dock Setback Encroachment Agreement, Katherine and Mark Krezowski, 5130 Meadville Street

Summary: The city has received complaints regarding the location of a seaplane buoy and a dock encroachment into the required setback between the Krezowski property at 5130 Meadville Street and the city-owned property known as the Meadville Fire Lane. The Lake Minnetonka Conservation District (LMCD) is the authority for enforcement regarding these issues. According to LMCD, since their property was in existence prior to 02-05-70, the Krezowski's dock use area is 5 feet from the side property lines extended into the water with a maximum length of 60 feet. LMCD Executive Director Vickie Schleuning and Greenwood Councilman Bill Cook (Greenwood's LMCD board representative) visited the site and met with Mark Krezowski. Based on information in property surveys, they determined that the L platform of the dock encroaches into the setback. The seaplane buoy also is in violation since it is placed beyond the length and width of the authorized dock use area.

Regarding the seaplane buoy ... Mr. Krezowski stated that he will remove the buoy or submit a variance request to the LMCD for the seaplane buoy to be located outside of the authorized dock use area.

Regarding the dock encroachment ... The LMCD allows setback encroachments if the neighbor agrees in *writing* to allow the encroachment. Since the “neighbor” is the city-owned fire lane, Mr. Krezowski submitted the attached letter to the city council requesting a “variance” to allow an encroachment into the required 5-foot setback.

The city's “variance” process is the format for requesting relief from regulations in the city's zoning ordinance. The city's zoning ordinance does not include dock use area regulations. Therefore, the city cannot process the Krezowski's request as a variance request. Instead, if the council wishes to approve the request for a dock setback encroachment, a resolution will need to be approved to provide *written* documentation of the agreement to the LMCD and property owners. Attached is a resolution for the council's consideration.

Council Action: Potential motions ...

1. I move the city council adopts resolution 16-17 **approving** a dock setback encroachment agreement for Katherine and Mark Krezowski, 5130 Meadville Street.

2. I move the city council adopts resolution 16-17 **approving** a dock setback encroachment agreement for Katherine and Mark Krezowski, 5130 Meadville Street, **with the following revisions: _____**.

3. I move the city council (1) **denies** the request for a dock setback encroachment agreement for Katherine and Mark Krezowski, 5130 Meadville Street; and (2) directs the city clerk to send a copy of this motion to the executive director of the Lake Minnetonka Conservation District.

4. Other motion ???

June 15, 2017

Dear Greenwood City Council Members:

I appreciate your willingness to review my request for variance with regards to allowing my dock to abut the extension of boundary line between my property and the Meadville Fire Lane. I would like to present a brief history and rationale that I hope will be considered with this request.

Request for variance: Is that the five (5) foot set back (pre-existing structure prior to 1970) be reduced to zero (0) foot set back due to small front lake footage (45 feet) and prior 30+ years this has been allowed by the City of Greenwood and LMCD.

History: My wife purchased our home in 1985, since then the dock location and configuration towards the Fire Lane has been the same with the exception of the dock being longer during various years in the past. As you know, there is a five (5) foot set back that is in effect from the extended property line, and that neighbors can waive this set back. We are asking that the city, as our neighbor, waive this set back. Multiple times in the past, as recent as 2015, the Greenwood City Manager has verbally waived this set back. LMCD has been involved in the past and agreed to the zero (0) set back along with the City. Once again we have new LMCD and Greenwood City Management and I am requesting that a variance be recorded so that we do not have to labor though this process in another few years.

Rationale: In addition, for all of these years, our dock has gone out perpendicularly from our shoreline and it appears encroached upon the Fire Lane boundary by about 4-6 feet past the boundary line. In Greenwood, most all docks go out perpendicular to the shoreline, otherwise you would have a very chaotic looking shoreline. This is the case even though most shoreline is not "square" with the lot. This is not a problem for most, but it is for many of the small lots -when their docks are perpendicular to the shoreline their lot lines are not and the docks shave one or both sides of their preceived water area. These lot owners often allow each other to encroach each other for practicality and convenience. This said, we will "swing" our dock away from the Fire Lane to be more parallel with that boundary

and not encroach the Fire Lane, but we would like to swing it only about 8-10 feet to minimize the chaotic look versus our other neighbors docks being perpendicular to the shoreline. This variance will minimize the chaotic look of our dock and allow for us to use our shore patio as built and intended with the perpendicular dock in mind.

Suggestion: I would suggest that the variance be written such that if there is a change of home ownership or change in dock structure (increased size) that the variance be discontinued.

Respectfully submitted,

MKREZOWSKI

Mark Krezowski
5130 Meadville Street

City of Greenwood
Resolution 16-17

A RESOLUTION APPROVING A DOCK SETBACK ENCROACHMENT AGREEMENT

WHEREAS, the City owns a publicly dedicated street named Meadville Street in which the westernmost portion of the street is located between 5130 Meadville Street and 5120 Meadville Street and extends to Lake Minnetonka ("City Property") and is commonly known as the Meadville Fire Lane; and

WHEREAS, Katherine and Mark Krezowski ("Krezowskis") own the property located at 5130 Meadville Street, which is immediately adjacent to the City Property; and

WHEREAS, the Lake Minnetonka Conservation District (LMCD) is the authority for enforcement of dock use areas; and

WHEREAS, LMCD staff determined that the Krezowski's dock use area is 5 feet from the side property lines extended into the water with a maximum length of 60 feet, since their property was in existence prior to 02-05-70; and

WHEREAS, LMCD staff determined that the L platform of the Krezowski's current dock encroaches 5 feet into the 5-foot setback of the side property line abutting the City Property; and

WHEREAS, the LMCD allows encroachments into the side setback requirement, if the neighbor agrees in writing; and

WHEREAS, since the "neighbor" in this case is City Property, the Krezowskis submitted a letter to the City Council on June 15, 2017 requesting permission for their dock to encroach 5 feet into the 5-foot setback from the City Property line extended into the water; and

WHEREAS, the City Council has considered the Krezowski's request and comments from the public.

NOW, THEREFORE, BE IT RESOLVED that based on the foregoing, the Greenwood City Council hereby agrees to the requested dock setback encroachment by Katherine and Mark Krezowski, 5130 Meadville Street, with all the terms and conditions hereinafter set forth.

1. The maximum encroachment is 5 feet, which is 0 feet from the property line extended into the water.

2. Only the L portion of the dock platform may encroach into the setback area.

3. This agreement set forth herein shall become effective as of the date of signing, and shall continue for the current and future owners of the 5130 Meadville Street property until such time it has been determined by the City Council that the dock encroachment is detrimental to the City.

AND BE IT FURTHER RESOLVED that the Greenwood City Council directs the City Clerk to place a copy of this resolution in the 5130 Meadville Street property file and send to the Krezowskis and to the Executive Director of the Lake Minnetonka Conservation District. Email transmission is acceptable if the recipient acknowledges receipt.

ADOPTED by the City Council of Greenwood, Minnesota this __ day of _____, 2017.

____ AYES ____ NAYS

CITY OF GREENWOOD

By: _____ Attest: _____
Debra J. Kind, Mayor Dana H. Young, City Clerk

Greenwood
City on the Lake

Agenda Number: 9B

Agenda Date: 07-05-17

Prepared by Deb Kind

Agenda Item: Consider Res 17-17, Transferring Local Board Duties to the County Board

Summary: Councilman Quam requested the Open Book format (transferring Local Board duties to the County Board) be considered by the city council. County assessor Jim Atchison provided the attached spreadsheet that lists all 46 jurisdictions from suburban Hennepin County and whether or not they currently use the Local Board Appeal & Equalization (LB) format or the Open Book (OB) format for local review of the assessments. For the council's reference, below is additional information provided by Atchison ...

1. Of the 46 jurisdictions, 22 are Local Board and 24 are Open Book.
2. The city of New Hope is currently considering changing to the Open Book format.
3. A couple of other tidbits, the cities of Corcoran, Greenfield, and Long Lake lost their Local Board option a couple of years ago due to no trained members. All three have continued with the Open Book option. The city of Excelsior lost their Local Board this past spring due to no trained members and will continue with the Open Book for at least the 2018 assessment.
4. If a city changes to the Open Book format, the minimum is 3 years and the attached resolution needs to be in to the county assessor by December 1.
5. The county never has had any city go back to the Local Board once they try the Open Book.
6. Open Books are pre-County Board of Appeal & Equalization (CBAE) meetings. Unlike Local Boards which are limited to a 1% reduction of the city, the CBAE is limited to a 1% reduction of the entire county. This is why the CBAE was able to approve a 10.3% reduction for Greenwood this year.
7. Below is MN statute 274.01 subd 3 that discusses the formalities of going to Open Book ...

   274.01 BOARD OF APPEAL AND EQUALIZATION.

   Subd. 3. **Local board duties transferred to county.** The town board of any town or the governing body of any home rule charter or statutory city may transfer its powers and duties under subdivision 1 to the county board, and no longer perform the function of a local board. Before the town board or the governing body of a city transfers the powers and duties to the county board, the town board or city's governing body shall give public notice of the meeting at which the proposal for transfer is to be considered. The public notice shall follow the procedure contained in section 13D.04, subdivision 2. A transfer of duties as permitted under this subdivision must be communicated to the county assessor, in writing, before December 1 of any year to be effective for the following year's assessment. This transfer of duties to the county may either be permanent or for a specified number of years, provided that the transfer cannot be for less than three years. Its length must be stated in writing. A town or city may renew its option to transfer. The option to transfer duties under this subdivision is only available to a town or city whose assessment is done by the county.

In compliance with state law, public notification was given for the 07-05-17 city council meeting where this topic is on the agenda. For the council's consideration, attached is a resolution that indicates the transfer would be for three years.

In addition to information about Open Book, information about the Local Board of Appeal & Equalization also is attached for the council's reference.

Council Action: Potential motions ...

1. I move the city council (1) approves resolution 17-17 transferring Local Board duties to the County Board of Appeal & Equalization; and (2) directs the city clerk to send a copy of the approved resolution to the county assessor.

2. Do nothing (keep current Local Board duties).

Open Book Meetings

This version of appeal is an organized approach to address individual appeals in a less formal manner than the Local Board of Appeal and Equalization. The assessor sets aside a time (generally during the months of April and May) and place to meet with citizens individually to discuss their specific concerns about their properties. These meetings are generally an alternative to the local board meeting but they can be held in addition to local boards. Taxpayers often find them less intimidating than presenting their appeal to the Local Board of Appeal and Equalization. They often appreciate the fact that they can have their questions answered in a more private setting and not have to be apprehensive about making a presentation in front of their friends and neighbors. In a one-on-one setting, property owners may spend more as much time with the appraiser as they need. They can compare the value of their home with the values of similar homes and review similar homes that have sold.

The process is very efficient because concerns and questions are often resolved immediately. Property owners can see that the appraiser collects the same information on all properties, reassuring them that the process is the same for everyone, and they have not been singled out for a value increase.

If the taxpayer and assessor continue to disagree after the open book meeting, the taxpayer may choose to proceed to the Local Board of Appeal and Equalization meeting (if one is held in addition to the open book meeting) or to the County Board of Appeal and Equalization meeting (if there is no local board meeting). Ultimately, the taxpayer may choose to pursue an appeal to Tax Court.

There are several different procedures for open book meetings. Some counties hold countywide open book meetings at one or more locations over a set time period, often during both daytime and evening hours. The dates, times, and locates of all meetings appear on the valuation notices. Taxpayers can attend any of the locations at any time and meet with an appraiser to discuss their valuations and/or classifications. Property records and value information is brought to any offsite meetings or accessed via laptop computers.

Other counties hold open book meetings for specific jurisdictions. Taxpayers in these jurisdictions are notified of the date and time of the meeting on their valuation notices. These meetings may take place at a public facility in that jurisdiction or at the county offices. All of the property information is brought to the meeting or accessed via laptop computers if the meeting is held offsite.

If a county allows for countywide open book meetings but still has some jurisdictions with traditional Local Board of Appeal and Equalization meetings, the taxpayers in those jurisdictions may attend the open book meetings, but it is not required. The taxpayer may choose to appeal directly to the Local Board of Appeal and Equalization. Of the taxpayer does attend the open book meeting and the taxpayer and assessor continue to disagree, the taxpayer can appeal to the Local Board of Appeal and Equalization.

If the taxpayer and assessor continue to disagree on the market value or classification after meeting at the open book meeting, the taxpayer is free to attend the County Board of Appeal and Equalization (unless there is a local board, in which case, the taxpayer <u>must</u> appeal there first).

Assessor's Role at the Open Book Meeting

The assessor must handle each and every appeal presented at the open book meeting. County assessor offices may choose to show each taxpayer a short presentation about the assessment and property tax process, how the assessor arrives at the estimated market value and how values have changed in the jurisdiction over the past year.

The office should have documentation procedures in place so taxpayer appeals can be recorded and addressed. In cases where changes are made, the assessor will need to document these changes and their rationale, and make sure the changes are reflected for that assessment. The office should also have procedures in place for notifying taxpayers of any changes that result from the open book meeting. This notification is important because any changes to the assessment made during the open book process may be further appealed by the taxpayer to the local or county boards, or to Tax Court.

If a taxpayer comes to the open book meeting to discuss issues and the property has not been recently inspected by someone in the assessor's office, an appointment to view the property, both interior and exterior, should be scheduled. The ultimate role for the assessor at the open book meeting is to be sure all questions are addressed and that clear information is shared with property owners. The open book meeting can be an avenue to improve public relations.

Local Board of Appeal and Equalization

The purpose of the Local Board of Appeal and Equalization (LBAE) is to provide a fair and objective forum for property owners to appeal their valuations and/or classifications. The local board often serves as the first formal step to the appeals process. Effective actions taken by the local board may potentially make a direct contribution to attaining assessment equality. The local board must address property owners' issues efficiently, fairly, and objectively and can only make changes that are substantiated by facts and that meet statutory guidelines. Any changes must be justified because they have the effect of shifting the tax burden to other properties in the jurisdiction.

Assessors should not make changes to property within the 10-day "window" between notices of valuation and classification being sent and the date of Local Board of Appeal and Equalization. If an assessor feels that a change to valuation or classification needs to be made between the time that notices are sent out and the board convenes, the assessor must notify the property owner at least ten days before bringing the issue before the board, thereby to give the property owner a chance to appear before the board as well.

Ordinarily, the LBAE is made up of the city council or township board; it can also be a specially appointed board if a city charter provides for one. Some jurisdictions choose to hold open book meetings in lieu of LBAE meetings and still others choose to transfer their local board duties to the County Board of Appeal and Equalization. The county assessor sets a day and time for each LBAE meeting providing each jurisdiction must be notified in writing on or before February 15 of each year. The clerk is responsible for giving published and posted notice of the meeting at least 10 days before the meeting. The publishing typically occurs in the local newspaper of the jurisdiction, and posting typically occurs in the city or town hall. An example of such notice is included at the end of this section. Meetings shall be held between April 1 and May 31 of each year. These meetings are public and must adhere to open meeting laws.

The LBAE meets at the office of the clerk to review the valuations and classifications of properties within the jurisdiction. The assessor must be present to answer any questions and present evidence supporting their values and/or classifications. The county assessor, or delegate, must also attend. In order to appeal to the County Board of Appeal and Equalization, a property owner must first appeal to the Local Board of Appeal and Equalization, if one is held.

At least one meeting shall be held until 7:00pm. If no meetings are held at that time, one meeting must be held on a Saturday. This is to ensure that taxpayers have ample opportunity to present an appeal before the board.

The meeting may recess from day to day until they finish hearing the cases presented, but must adjourn within 20 days. A longer period may be approved by the Commissioner of Revenue. The board must apply in writing for an extension; and the commissioner's approval is necessary to legalize any proceedings subsequent to the expiration of the 20-day period. The commissioner will not extend the time for LBAEs to convene in June. No action may be taken by the board after May 31. All complaints heard after the initial 20-day period (unless extended by the commissioner) or

any complaints brought forth after May 31 must be appealed to the County Board of Appeal and Equalization.

Board members may not participate in any actions of the board which result in market value adjustments or classification changes to property owned by the board member, the board member's spouse, parent, stepparent, child, stepchild, grandparent, grandchild, brother, sister, uncle, aunt, nephew, or niece, or to any property in which the board member has a financial interest. Any relation may be by blood or by marriage. If such conflict arises, the remaining board may elect to hear the appeal, if a quorum and trained member remain. Otherwise, no change shall be made to the property, and the property owner shall be eligible to appear before the County Board of Appeal and Equalization.

Taxpayers may appeal in person, in writing, or by representative. If a taxpayer fails to appeal in person, in writing, or by representative to appeal the valuation and/or classification of property, that person may not appeal to the County Board of Appeal and Equalization. This does not apply if an assessment was made after the local board meeting or if the taxpayer can establish not having received the notice of market value at least five days before the meeting.

Local Board Training Requirements

Beginning with the 2006 LBAEs, Minnesota law required at least one member of each local board must have attended training provided by the Department of Revenue within the last four years. The legislation was enacted in response to complaints taxpayers made after attending local board meetings. For example, some taxpayers complained that local boards held meetings without having a quorum of members present, the felt that appealing to the local board was a confrontational experience, and in response to taxpayer appeals, and some local board members simply claimed that they "didn't know anything about property values." The training was required in an effort to reduce these complaints and improve this step of the appeal process for taxpayers.

The training is offered numerous times statewide each year. Each region of the state is allowed to schedule up to five trainings as they see fit to meet the needs of their local boards. The statewide schedule is posted on the department's website so board members may attend a course that is most convenient. Attendees must pre-register for courses so that proper materials and facilities can be arranged. This also ensures the course is provided in the most effective manner. If attendees do not pre-register, they may be able to attend the course by registering on-site and paying an on-site registration fee, provided there is space available. There are also specially-scheduled "catch up" courses each year which follow local elections for board members who are newly-elected to office.

The handbook and course, developed by the department, explain the role of the board in the assessment process, the legal and policy reasons for fair and impartial appeal and equalization hearings, board meeting procedures that foster fair and impartial assessment reviews and other best practices recommendations, quorum requirements for boards, and explanations of alternate methods of appeal.

The course is instructed by property tax compliance officers from the department, and is usually about three hours in length. It includes a presentation and a review of the handbook that details the procedures and responsibilities of the board. This material is also available on the department's website. In 2012, this training was combined with the required training for County Board of Appeal and Equalization members.

If a local board intends to hold an LBAE meeting but fails to meet the training or quorum requirement, the assessor should take over the meeting as an open book meeting. Any taxpayer may appeal to the County Board of Appeal and Equalization if not satisfied with the outcome of the open book meeting.

If a local board does not meet this training requirement or did not have a quorum for the year, their powers are also transferred to the county board for the following assessment year. This transfer of authority for failure to meet these requirements must be identified on the following year's Notice of Valuation and Classification and some procedure for the initial review of assessments (such as an open book meeting) must be made available. In order of the local board to be reinstated, it must prove compliance with the requirements and present the county assessor with a resolution by December 1 of the year following the violation to be effective for the next assessment year.

For example, if a local board does not have a trained member present for the 2011 LBAE meetings, the assessor will take over the 2011 meeting as an open book meeting. The jurisdiction will lose their LBAE for the 2011 and 2012 assessments. In order to get it back for the 2013 assessment, the jurisdiction must have someone trained and provide the assessor with a resolution by December 1, 2012.

Primary Statutory Reference: 274.014

Recommendations for Board Members

It is recommended that assessors prepare board members ahead of the LBAE meeting to allow them to become familiar with local market activity for the year. The assessor should also provide sales information in advance of the meeting. Other helpful information may includes sales ratio studies by type of property, valuation schedules for land types, valuation information for the district, statutory classification information and corresponding class rates, review of value changes by property type in the district.

Local Board Powers and Duties

Generally, a local board determines whether all taxable property in the city or town has been properly placed on the current assessment rolls and property valued and classified by the assessor.

Specifically, LBAEs have the following duties:

- Establish a quorum - a majority of the voting members must be in attendance at both the initial meeting and any reconvene meetings for any valid actions to be taken;

- Reduce the value of a property if market evidence warrants a reduction. The board may not make an individual market value adjustment that would benefit the property owner if the property owner has refused access to the assessor to inspect the property (both interior and exterior);
- Increase the value of a property if market evidence warrants an increase or if improvements are missing from the property record, provided that the taxpayer is notified of the board's intent to increase to the value so that they may be allowed an opportunity to appeal;
- Correct the classification of a property. The board may not make a classification adjustment that would the property owner if the property owner has refused access to the assessor to inspect the property;
- Add omitted properties to the assessment rolls;
- Personal property assessments are also within the board's jurisdiction. Personal property includes manufactured homes, storage sheds, or similar improvements located in a manufactured home park, and structures on leased public land and railroad operating right-of-way;
- Consider and act upon any complaints or objections by taxpayers. Complaints may be made via letter, in person, or by representative.

No changes in valuation or classification which are intended to correct *errors in judgment* by the county assessor may be made by the county assessor after the board has adjourned.

Any changes which are corrections that are merely *clerical in nature or to extend homestead treatment* may be made after the board adjourns but must be made via abatement. All changes must be made available for public review and must also be reported to the county board by no later than December 31 of that same assessment year. Abatements will be discussed in greater detail later in this module.

There are also several restrictions and limitations placed on LBAEs. A local board:

- Cannot consider any prior year assessments;
- Cannot act on individual tax amounts;
- Cannot order changes to entire classes of property (by a blanket percentage);
- Cannot make individual reductions that would reduce the aggregate assessment of a jurisdiction to decrease by more than one percent. If the total reductions would lower the aggregate assessments made by the assessor by more than one percent, none of the adjustments made by the board are valid. (The assessor shall correct any clerical errors or double assessments discovered by the board without regard to the one percent limitation.);
- Cannot increase a person's market value without duly notifying the person of the intent and allowing the taxpayer an opportunity to appeal;
- Cannot exempt property;
- Cannot make changes benefitting a property owner who refuses entry by the assessor;
- Cannot continue a meeting beyond 20 days from the time it convenes without specific approval from the Commissioner of Revenue;

- Individual board members cannot participate in changes to property owned by relatives or property in which the member has a financial interest;
- Cannot grant inclusion into special programs such as Green Acres, Open Space, Disabled Veterans Homestead Market Value Exclusion, etc.

Primary Statutory References: 274.01; 274.014; 274.03

Special Board of Appeal and Equalization

The council or governing body of any city may appoint a special board of appeal and equalization to which it may delegate all of the powers and duties of a local board of appeal and equalization. The special board shall serve at the direction and discretion of the appointing body, subject to the rules and restrictions as any other LBAE. The appointing body shall determine the number of members, the compensation and expenses to be paid, and the term of office of each member. At least one member of the special board must be an appraiser, Realtor, or other person familiar with property valuation in the assessment district. At least one member must also have met the training requirements for LBAE members.

Primary Statutory References: 274.01

Duties of the clerk

The town or city clerk has the following duties relating to LBAEs:

- work with the county assessor to establish meeting dates for the board
- coordinate with the board to ensure a quorum and trained member will be present
- publish and post notice of meetings at least ten days prior to the date of the meeting
- have a sign-in sheet for all appellants
- take minutes as part of town or city record
- return all necessary records to the county assessor in a timely manner
- *An example of published/posted notice for local boards of appeal and equalization is such:*
-

Important Notice Regarding Assessment and Classification of Property
This may affect your [#YEAR#] property tax payments.

Notice is hereby given that the Board of Appeal and Equalization of the [City/ Township] shall meet on [date], [time], at [location]. The purpose of this meeting is to determine whether taxable property in the city has been properly valued and classified by the assessor, and also to determine whether corrections need to be made.

If you believe the value or classification of your property is incorrect, please contact your assessor's office to discuss your concerns. If you are still not satisfied with the valuation or classification after conferring with your assessor, you may appear before the local board of appeal and equalization. The board shall review the valuation, classification, or both if necessary, and shall correct it as needed. Generally, an appearance before your local board of appeal and equalization is required by law before an appeal can be taken to your county board of appeal and equalization.

2017 Local Board/Open Book Appeal and Equalization - Dates and Assignments

# of Jurisdictions	# of LB	# of OB	Local Board / Open Book	Municipality
1	1		LB	Bloomington
2	2		LB	Brooklyn Center
3	3		LB	Brooklyn Park
4	4		LB	Dayton
5	5		LB	Deephaven
6	6		LB	Eden Prairie
7	7		LB	Edina
8	8		LB	Greenwood
9	9		LB	Hanover
10	10		LB	Independence
11	11		LB	Maple Grove
12	12		LB	Maple Plain
13	13		LB	Medina
14	14		LB	Minnetonka
15	15		LB	Minnetonka Beach
16	16		LB	New Hope
17	17		LB	Rockford
18	18		LB	St. Bonifacius
19	19		LB	St. Louis Park
20	20		LB	Tonka Bay
21	21		LB	Wayzata
22	22		LB	Woodland
23		1	OB	Champlin
24		2	OB	Chanhassen
25		3	OB	Corcoran
26		4	OB	Crystal
27		5	OB	Excelsior
28		6	OB	Fort Snelling
29		7	OB	Golden Valley
30		8	OB	Greenfield
31		9	OB	Hopkins
32		10	OB	Long Lake
33		11	OB	Loretto
34		12	OB	Medicine Lake
35		13	OB	Minnetrista
36		14	OB	Mound
37		15	OB	MSP Airport
38		16	OB	Orono
39		17	OB	Osseo
40		18	OB	Plymouth
41		19	OB	Richfield
42		20	OB	Robbinsdale
43		21	OB	Rogers
44		22	OB	Shorewood
45		23	OB	Spring Park
46		24	OB	St. Anthony

City of Greenwood
Resolution 17-17

A RESOLUTION APPROVING TRANSFER OF LOCAL BOARD OF APPEAL & EQUALIZATION POWER AND DUTY TO HENNEPIN COUNTY ("OPEN BOOK")

WHEREAS, Minnesota statute 274.01 determines a city council has the power and duty of a Local Board of Appeal & Equalization (LBAE) for the purpose of reviewing assessment and valuation of property in the city; and.

WHEREAS, Minnesota statute 274. 01, subd. 3, provides that a city may transfer its LBAE powers and duties to the County Board of Appeal & Equalization (CBAE); and

WHEREAS, currently the Greenwood city council acts as the Greenwood LBAE; and

WHEREAS, the Greenwood city council desires the property valuation process to be more effective and efficient for Greenwood property owners.

NOW, THEREFORE, BE IT RESOLVED that the Greenwood city council hereby transfers its LBAE authority to the Hennepin CBAE for a period of three years beginning with the 2018 assessment.

AND BE IT FURTHER RESOLVED that the Greenwood city council directs the city clerk to send this resolution to the Hennepin County Assessor.

ADOPTED by the city council of Greenwood, Minnesota this __ day of _____, 2017.

____ AYES ____ NAYS

CITY OF GREENWOOD

By: _____ Attest: _____
Debra J. Kind, Mayor Dana H. Young, City Clerk

Agenda Number: 9C

Agenda Date: 07-05-17

Prepared by Deb Kind

Agenda Item: Res 18-17, Accepting Donation from Al & Mary McQuinn for Greenwood Park Project

Summary: City clerk Dana Young recommends that the city council approve a resolution accepting the donation from Al & Mary McQuinn for the Greenwood Park improvements.

The attached resolution is based on a model resolution from Deephaven when they accepted a donation for improvement of Thorpe Park.

Council Action: Potential motion ...

1. I move the city council approves resolution 18-17 accepting a donation from Al & Mary McQuinn for the Greenwood Park project.

June 20, 2017

Al & Mary McQuinn
5025 Covington Street
Greenwood, MN 55331

SENT VIA US MAIL & EMAIL
jlander@quinstarllc.com

Re: Donation Request for Greenwood Park Drainage Improvement Project

Dear Al & Mary,

Good news ... The city finally has completed plans for the Greenwood Park Drainage Improvement Project (see attached). The city engineer's estimated cost for the project is **$207,755.**

As you know, as a condition of approval for the 12-02-15 variance granted for your property, you agreed to fund a drainage improvement project to increase the pond capacity at Greenwood Park with the understanding that project would serve the drainage needs for the entire area that have been an ongoing issue for many years. In addition, you were very helpful in advocating for additional road improvements to convey water to the pond, and you generously offered to include park trail and landscape improvements in the project. Note: The estimated cost only includes the cost for the *additional* road improvements needed to convey water to the pond, not the cost for the road rehabilitation the city normally would have done.

After productive meetings with you, we mutually agreed that the best way to proceed with the project was for the city to coordinate the planning / construction and for you to make a donation to the city to fund the project's engineering and construction costs. To keep the project on schedule for construction this year, we request you to submit a **$207,755** donation payable to the "City of Greenwood" as soon as possible. If actual costs are less than this amount, the unused funds will be reimbursed to you. If actual costs are more than this amount, a second donation request will be sent to you.

Thank you for your partnership for this important project!

Sincerely,

Mayor Debra J. Kind
and the Greenwood City Council

CC: Greenwood City Councilmembers, Property File

City of Greenwood
Resolution 18-17

A RESOLUTION ACCEPTING A DONATION FROM Al & MARY MCQUINN

WHEREAS, the city of Greenwood is authorized to accept donations for the use and benefit of the city and its inhabitants pursuant to Minnesota statutes section 465.04; and

WHEREAS, Al & Mary McQuinn wish to make a donation of $207,755 to the city of Greenwood for drainage and landscaping improvements at Greenwood Park and additional work for Covington Street to convey water to the expanded pond at the park; and

WHEREAS, this is an outright donation and there are no terms or conditions for payment of interest to the donors; and

WHEREAS, the city council finds that it is appropriate to accept this offered donation.

NOW, THEREFORE, BE IT RESOLVED that the Greenwood city council hereby acknowledges and accepts the donation from Al & Mary McQuinn and thanks them for this generous donation.

ADOPTED by the city council of Greenwood, Minnesota this __ day of _____, 2017.

____ AYES ____ NAYS

CITY OF GREENWOOD

By: _____
Debra J. Kind, Mayor

Attest: _____
Dana H. Young, City Clerk

Greenwood
City on the Lake

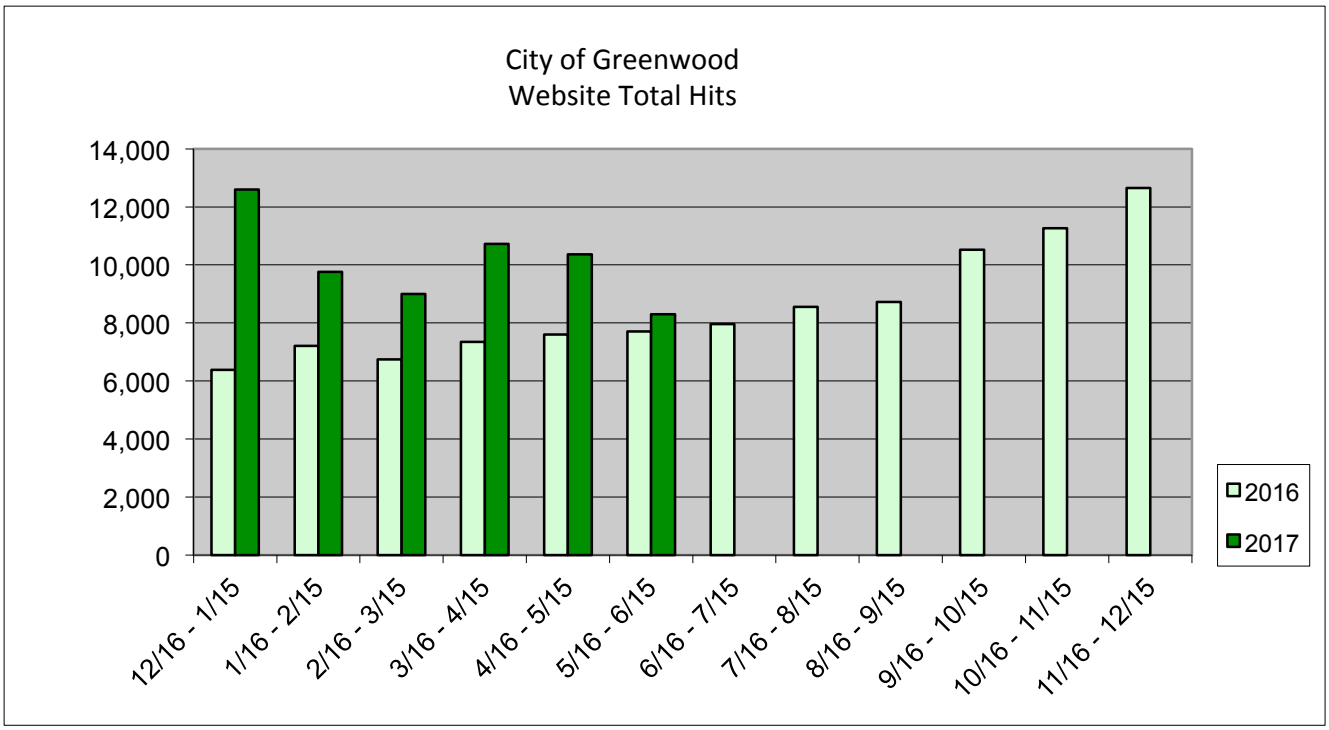
Agenda Number: 11A-E

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.

Council Action: None required.



Month	2016	2017	Variance with Prior Month	Variance with Prior Year	Bulk Email List
12/16 - 1/15	6,382	12,599	-48	6,217	**161**
1/16 - 2/15	7,209	9,758	-2,841	2,549	**160**
2/16 - 3/15	6,741	8,996	-762	2,255	**163**
3/16 - 4/15	7,351	10,728	1,732	3,377	**163**
4/16 - 5/15	7,603	10,366	-362	2,763	**165**
5/16 - 6/15	7,711	8,301	-2,065	590	**164**
6/16 - 7/15	7,962		-8,301	-7,962	
7/16 - 8/15	8,555		0	-8,555	
8/16 - 9/15	8,719		0	-8,719	
9/16 - 10/15	10,528		0	-10,528	
10/16 - 11/15	11,261		0	-11,261	
11/16 - 12/15	12,647		0	-12,647	
AVERAGE	**8,556**	**10,125**			

POPULATION: **702**
EMAIL ADDRESSES % OF POPULATION: **23.36%**

Population source: www.metrocouncil.org, Data & Maps, Download Data, Population and Household Estimates
Population figure updated: 03-31-17

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 5/16/2017

End Date 6/15/2017

Report Name Page Views (Default)

Get Report

Page Views by Section

Section	Page Views	Percent of Total
Default Home Page	3992	48.09%
Agendas, Minutes, Meeting Packets	572	6.89%
RFPs & Bids	542	6.53%
Welcome to Greenwood	425	5.12%
City Departments	357	4.3%
Assessments & Taxes	183	2.2%
Planning Commission	167	2.01%
Mayor & City Council	131	1.58%
Code Book of Ordinances	128	1.54%
Spring Clean-Up Day	115	1.39%
Forms, Permits, Licenses	111	1.34%
Budget & Finances	108	1.3%
Garbage & Recycling	98	1.18%
St. Alban's Bay Lake Improvement District	78	0.94%
Comp Plan & Maps	69	0.83%
Meetings on TV	65	0.78%
Photo Gallery	61	0.73%
Agendas, Minutes, Meetings	57	0.69%
Search Results	55	0.66%
Lake Minnetonka	54	0.65%
Fire Department	54	0.65%
Links	52	0.63%
City Newsletters	51	0.61%
Elections, Voting	49	0.59%
	49	0.59%

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.

Meetings		
Parks, Trails & Watercraft Amenities	49	0.59%
Watercraft Spaces	49	0.59%
Public Safety Alerts	47	0.57%
Habitat 500 Bike Ride	44	0.53%
Coyotes & Animal Services	40	0.48%
Emergency Preparedness	40	0.48%
Smoke Testing	36	0.43%
Sewer, Stormwater, Water, Garbage, Recycling	36	0.43%
Swiffers NOT Flushable	34	0.41%
Email Sign-Up	33	0.4%
News, Events	33	0.4%
Community Surveys	30	0.36%
Old Log Events	29	0.35%
Finances, RFPs, Taxes, Assessments	29	0.35%
July 4th	28	0.34%
Tree Contractors	28	0.34%
Tour de Tonka	26	0.31%
Recreation, Amenities	23	0.28%
Luck O' the Lake	20	0.24%
Well Water	20	0.24%
Unsubscribe	3	0.04%
---	1	0.01%
TOTAL	**8301**	**100%**

Unique IPs by Section

Section	Unique IPs	Percent of Total IPs
Default Home Page	1720	43.5%
City Departments	287	7.26%
Welcome to Greenwood	211	5.34%
Agendas, Minutes, Meeting Packets	173	4.38%
Spring Clean-Up Day	85	2.15%
Mayor & City Council	80	2.02%
Planning Commission	74	1.87%
Forms, Permits, Licenses	71	1.8%
Code Book of Ordinances	65	1.64%
Assessments & Taxes	61	1.54%
Garbage & Recycling	60	1.52%
Comp Plan & Maps	50	1.26%
Lake Minnetonka	44	1.11%
Photo Gallery	44	1.11%
St. Alban's Bay Lake Improvement District	44	1.11%
Meetings on TV	42	1.06%
Parks, Trails & Watercraft Amenities	41	1.04%
Watercraft Spaces	40	1.01%
RFPs & Bids	39	0.99%
City Newsletters	39	0.99%
Links	38	0.96%
Agendas, Minutes, Meetings	37	0.94%
Elections, Voting	36	0.91%
Meetings	35	0.89%
Budget & Finances	34	0.86%
Coyotes & Animal Services	33	0.83%
Public Safety Alerts	32	0.81%
Emergency Preparedness	31	0.78%
Email Sign-Up	30	0.76%
Swiffers NOT Flushable	29	0.73%
Habitat 500 Bike Ride	29	0.73%
Sewer, Stormwater, Water, Garbage, Recycling	28	0.71%

Smoke Testing	28	0.71%
Fire Department	26	0.66%
Community Surveys	26	0.66%
July 4th	25	0.63%
News, Events	24	0.61%
Search Results	23	0.58%
Finances, RFPs, Taxes, Assessments	23	0.58%
Tree Contractors	22	0.56%
Tour de Tonka	21	0.53%
Old Log Events	21	0.53%
Recreation, Amenities	18	0.46%
Luck O' the Lake	16	0.4%
Well Water	16	0.4%
Unsubscribe	2	0.05%
---	1	0.03%
TOTAL	**3954**	**100%**

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

Done

Greenwood
City on the Lake

Agenda Number: **FYI**

Agenda Item: FYI Items in Council Packet

Summary: The attached items are included in the council packet for the council's information (FYI) only. 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.

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

Greenwood
City on the Lake

June 15, 2017

Orono Mayor & City Council
Attn: Doug Reeder, Interim City Administrator
2750 Kelley Parkway
Orono, MN 55356

SENT VIA EMAIL
dreeder@ci.orono.mn.us

Re: Support for Carman Bay Lake Improvement District

Dear Mayor Walsh & City Council Members,

I am writing on behalf the Greenwood city council to let you know that we enthusiastically support the efforts to create a Carman Bay Lake Improvement District. Our experience has been nothing but positive since the creation of St. Alban's Bay Lake Improvement District (SABLID) – the first on Lake Minnetonka – in February 2015.

Normally our city council would not be supportive of creating a new taxing authority, but our council unanimously saw the wisdom in the establishment of the SABLID because it is a taxing entity that is locally controlled for the specific purpose of providing baywide management of aquatic invasive species. Plus, we have the authority to dissolve the SABLID at any time.

Based on our experience so far, we anticipate that having a steady, reliable funding source will allow the SABLID to continue to provide open water for St. Alban's Bay users for a long, long time.

If you have any questions, please contact me at 612.718.6753 or dkind100@gmail.com.

Sincerely,

Debra J Kind

Mayor Debra J. Kind
and the Greenwood City Council

CC: Greenwood City Council Members, Carman Bay Lake Improvement District Task Force

June 15, 2017

Lake Minnetonka Conservation District Board
Attn: Vickie Schleuning, Executive Director
5341 Maywood Road, Suite 200
Mound, MN 55364

SENT VIA EMAIL
vschleuning@lmcd.org

Re: DRAFT OF 2018 LMCD BUDGET

Dear Lake Minnetonka Conservation District Board,

The city of Greenwood received the draft of the 2018 LMCD Budget and May 15, 2017 cover letter requesting city input.

After discussion at our June 7, 2017 meeting, the Greenwood city council concluded that we support the proposed budget.

The LMCD Board's efforts on behalf of all Lake Minnetonka cities are appreciated.

Sincerely,

Mayor Debra J. Kind
and the Greenwood City Council

CC: Greenwood City Councilmembers

June 15, 2017

Lake Minnetonka Conservation District Board
Attn: Vickie Schleuning, Executive Director
5341 Maywood Road, Suite 200
Mound, MN 55364

SENT VIA EMAIL
vschleuning@lmcd.org

Re: DRAFT OF 2018 LMCD BUDGET

Dear Lake Minnetonka Conservation District Board,

The city of Greenwood received the draft of the 2018 LMCD Budget and May 15, 2017 cover letter requesting city input.

After discussion at our June 7, 2017 meeting, the Greenwood city council concluded that we support the proposed budget.

The LMCD Board's efforts on behalf of all Lake Minnetonka cities are appreciated.

Sincerely,

Mayor Debra J. Kind
and the Greenwood City Council

CC: Greenwood City Councilmembers