

AGENDA

Greenwood City Council Meeting

Wednesday, August 2, 2017
20225 Cottagewood Road, Deephaven, MN 55331



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

- 5:30pm 1. CALL TO ORDER | ROLL CALL | APPROVE AGENDA
- 5:30pm 2. DISCUSSION with Assessors
- 6:15pm 3. DISCUSSION Regarding Potential Ordinance Regarding Zoning Regulations Based on Lot Size
- 6:30pm 4. DISCUSSION Regarding 2018 Budget & Fees
- 6:55pm 5. ADJOURNMENT

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

- 7:00pm 1. CALL TO ORDER | ROLL CALL | APPROVE MEETING AGENDA
- 7:00pm 2. CONSENT AGENDA
Consent Agenda items are considered to be routine and are approved through one motion with no discussion by the city council. Council members may remove any Consent Agenda item for discussion and separate consideration under Other Business.
 - A. Approve: 07-05-17 City Council Meeting Minutes
 - B. Approve: June Cash Summary Report
 - C. Approve: June Certificates of Deposit Report
 - D. Approve: July Verifields, Check Register, Electronic Fund Transfers
 - E. Approve: August Payroll Register
 - F. Approve: Authorization to Send Budget Comment Opportunity to County
 - G. Approve: Insurance Liability Waiver Form
- 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 items to staff for review, action, and / or recommendation for future council action.
- 7:10pm 4. PRESENTATIONS, REPORTS, GUESTS, AND ANNOUNCEMENTS
 - A. Fire Chief Scott Gerber: 2018 Budget Presentation
 - B. Police Chief Mike Meehan: Quarterly Police Update & 2018 Budget Presentation
 - C. Announcement: 2018 Budget & Fee Worksession, 6pm Wed 09-06-17 (before regular meeting)
 - D. Announcement Tour de Tonka, 08-05-17 (expect delays, visit www.tourdetonka.org to participate or volunteer)
- 7:45pm 5. PUBLIC HEARING
 - A. Public Hearing: Community Input for 2040 Comprehensive Plan Update
- 7:55pm 6. ACTION RELATED TO PUBLIC HEARING
 - A. Discuss: Next Steps Regarding 2040 Comprehensive Plan Update
- 8:00pm 7. PLANNING, ZONING & SUBDIVISION ITEMS
 - A. Consider: Sending Lot Size Ordinance to Planning Commission for Public Hearing and Recommendation
- 8:05pm 8. UNFINISHED BUSINESS
 - A. Consider: Res 17-17, Transferring Local Board Duties to the County Board
 - B. Consider: Res 18-17, Accepting Donation from Al & Mary McQuinn for Greenwood Park Project
- 8:20pm 9. NEW BUSINESS
 - A. Consider: Audit Format for 2017
- 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
- 8:45pm 12. ADJOURNMENT



Worksession #2

Agenda Date: 08-02-17

Prepared by Deb Kind

Agenda Item: Discussion with Assessors

Summary: At the worksession, the city council will have a discussion with Michael Smerdon who is back doing the city's property valuations and his boss Josh Hoogland who is the head of residential assessments for Hennepin County. The purpose of the meeting is for the city council to gain an understanding of the assessors' methodologies and discuss ideas.

As with all meetings that involve a quorum of the city council, the 8/2 worksession will be open for the public to view, but since we only have 45 minutes allotted for the discussion, there will be very little (if any) time for public participation.

Council Action: No city council action can be taken during worksessions.



Worksession #3

Agenda Date: 08-02-17

Prepared by Deb Kind

Agenda Item: Discuss Potential Ordinance Regarding Zoning Regulations Based on Lot Size

Summary: Attached is the latest draft of the ordinance based on the 06-05-17 council discussion. Also attached is a letter from Greenwood resident Mark Krezowski.

Updated Timeline:

- ~~11-02-16 The city council reviewed the first draft of the ordinance.~~
- ~~12-07-16 The city council reviewed a revised draft of the ordinance and directed that further revisions be made.~~
- ~~01-04-17 The city council reviewed a revised draft of the ordinance and directed that further revisions be made.~~
- ~~02-01-17 The city council reviewed a revised draft of the ordinance and directed that further revisions be made.~~
- ~~02-15-17 The planning commission reviewed the draft ordinance and expressed general support for the concept.~~
- ~~04-19-17 The city council and planning commission discussed potential changes to the ordinance at a joint worksession.~~
- ~~05-03-17 The city council held a worksession with the city attorney and city zoning administrator.~~
- ~~06-07-17 The city council reviewed a revised draft of the ordinance and directed that further revisions be made.~~
- 08-02-17 The city council will review the latest draft of the ordinance and consider sending to the planning commission for a public hearing and recommendation.
- 08-31-17 Deadline for submitting public hearing notice to Sun-Sailor.
- 09-07-17 Public hearing notice published in Sun-Sailor.
- 09-20-17 Planning commission holds public hearing and makes a recommendation to the city council.
- 10-04-17 City council considers 1st reading of the ordinance (may make revisions / may waive 2nd reading).
- 10-05-17 If the 2nd reading is waived, the ordinance is submitted to the Sun-Sailor for publication.
- 10-12-17 If the 2nd reading is waived, the ordinance is published in the Sun-Sailor (goes into effect on this date).
- 11-01-17 City council considers 2nd reading of the ordinance (may make revisions).
- 11-02-17 The ordinance is submitted to the Sun-Sailor for publication.
- 11-09-17 The ordinance is published in the Sun-Sailor (goes into effect on this date).

Council Action: No city council action may be taken at worksessions. The council will consider action under item 7A on the regular agenda.

Greenwood code section 1215 requires 2 readings of all ordinances prior to adoption. The 2nd reading shall be within 3 months of the 1st reading. There may be changes between the 1st and 2nd readings. The 2nd reading may be waived by a unanimous vote of city council members present at the meeting. In order to publish an ordinance by title and summary the ordinance must be approved by a 4/5ths vote. Ordinances go into effect once they are published in the city's official newspaper. The planning commission must review and make a recommendation to the city council regarding any changes to the zoning code chapter 11. A public hearing, typically held by the planning commission, also is required for changes to chapter 11.

Blue = New text added to the clean copy discussed at the 6/7/17 worksession.
~~Red Strikethrough~~ = Text deleted from the clean copy discussed at the 6/7/17 worksession.

ORDINANCE NO. ____

**AN ORDINANCE OF THE CITY OF GREENWOOD, MINNESOTA
AMENDING GREENWOOD ORDINANCE ZONING CODE CHAPTER 11 TO SIMPLIFY
AND REGULATE BASED ON LOT SIZE**

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

SECTION 1.

Greenwood ordinance code sections 1115.00 through 1125.25 are amended to read as follows:

“Section 1115.00. Zoning Districts.

Subd. 1. Establishment of Districts. For the purpose of this ordinance, the city is divided into the following districts:

- R-1 Single-Family Residential District
- C-1 Office and Institutional District
- C-2 Lake Recreation District

Subd. 2. Zoning Map. The boundaries of the districts established by this ordinance are delineated on the zoning map; said map and all notations, references, and data shown thereon are hereby adopted and made part of this ordinance and will be on permanent file, and for public inspection, in the city office of the zoning administrator. It shall be the responsibility of the zoning administrator and staff to maintain said map, and amendments thereto shall be recorded thereon within 30 days after official publication of amendments.

Subd. 3. District Boundaries. The boundaries between districts are, unless otherwise indicated, either the centerlines of streets, alleys, or railroad rights-of-way, or such lines extended or lines parallel or perpendicular thereto. Where figures are shown on the zoning map between a street and a district boundary line runs parallel to the street at a distance therefrom equivalent to the number of feet stated unless otherwise indicated.

(INSERT NEW MAP SHOWING ALL PREVIOUS R-1A, R-1B, R-1C,
AND R-2 PROPERTIES IN THE NEW R-1 ZONING DISTRICT)

SECTION 1120. R-1 SINGLE-FAMILY RESIDENTIAL DISTRICT.

Section 1120.00. Purpose.

The intent of this district is to provide a zone for single-family dwellings for the purpose of creating a ~~quality~~ residential community with regulations based on lot size.

Section 1120.01. Development History & Community Character

The city of Greenwood was originally developed early in the 20th century with a number of small lots with and without lakeshore to provide seasonal homes sites. These lots were intended to be developed with small homes and cabins to enhance the lake experience. As time passed, these seasonal properties were replaced by permanent homes, many with larger dimensions. This development pattern led to a number of unique lot shapes (e.g. small lots, flag lots, and long narrow lots) that do not easily fit into numeric standards. ~~The variance process in section 1155 is used to address unique lots and balance the property owner's wants with the community's needs. Considerations include but are not limited to the following: impact on environment, topography, steep slopes, vegetation, lakes, ponds, streams, and susceptibility to erosion and sedimentation.~~

The character of the initial development provided a natural setting on the lake or near the lake to allow property owners and others to enjoy the lake setting. Numeric requirements for lake yard setbacks and impervious surface percentages were established, in part, to maintain open spaces around the lake and to maintain the character and setting of the original development.

On December 1, 1992, the city adopted the shoreland management district ordinance (section 1176) to comply with Minnesota state law to protect the waters of Lake Minnetonka. The entire city is located within the shoreland management district.

Section 1120.02. Public Health, Safety & Welfare

Setbacks are established to provide important separation between adjacent structures, between structures and streets, and between structures and lakeshore. Reasons for setbacks include, but are not limited to: (1) Prevention of overhanging eaves and other above-ground encroachments onto adjacent properties. (2) To provide space for drainage requirements. (3) To provide adequate access to structures for fire and police inspections and protection. (4) To provide adequate sight lines for vehicles and pedestrians on streets. (5) To protect water quality. (6) To maintain the character of the community.

Section 1120.03. Existing Development Rights

Existing lots with existing structures may have “grandfathered rights” that supersede those requirements listed in this zoning ordinance. The existing impervious surface percentages under this code, setback dimensions, lot dimensions, building height dimensions, and volume may be accepted as “grandfathered,” but variances may be required to document these conditions when new construction or new additions are desired on these properties.

Section 1120.05. R-1 Permitted Uses.

No building shall be used or shall hereafter be erected, altered or converted in any manner, except as provided in section 1120 et seq. Permitted uses shall be:

Subd. 1. Principal Uses.

- (a) Single-family detached dwellings (excluding the leasing or renting of rooms).
- (b) Open area, parks and playgrounds owned and operated by a public agency, or by a home association for a subdivision or neighborhood.
- (c) Residential subdivisions, including streets, lighting, sanitary sewer service, and water service.
- (d) Uses mandated in state statutes as permitted uses.

Subd. 2. Primary Accessory Uses.

- (a) Private detached garages.
- (b) Tool house, sheds, and similar storage areas for domestic supplies.
- (c) Commonly accepted municipal playground equipment, and park shelter buildings.
- (d) Boat docks.
- (d) Home occupations as regulated by section 480.
- (e) Signs as regulated in section 1140 et seq.

Subd. 3. Secondary Accessory Uses.

- (a) Off-street parking, driveways, parking pads.
- (b) Play structures, swing sets.
- (c) Patios, decks, slabs, sidewalks.
- (d) Air conditioners, generators.
- (e) Fire pits, outdoor fireplaces, outdoor kitchens for the use and convenience of the resident and their guests.
- (f) Freestanding swimming pools, hot tubs, spas for the use and convenience of the resident and their guests.
- (g) Pergolas, arbors, trellises.

Subd. 4. Conditional Uses.

- (a) Public utilities including such items as electrical distribution station or any such similar structure located above ground.
- (b) Permanent in-ground swimming pools and spas for the use and convenience of the resident and their guests.
- (c) Tennis courts, sport courts.
- (d) Signs as regulated in section 1140 et seq.
- (e) Churches, chapels, synagogues, temples, and similar religious buildings.
- (f) Uses mandated in state statutes as conditional uses.
- (g) Theater with attached restaurant as regulated under section 1123 et seq and specifically limited to the common use of Hennepin County PID numbers 26-117-23-31-0028, 26-117-23-31-0036, and 26-117-23-34-0001.

Section 1120.10. R-1 Lot Dimensions.

The following required lot area, width, and depth regulations shall be considered as minimum standards for lot dimensions:

	Minimum Lot Area	Minimum Lot Width	Minimum Lot Depth
Minimum sizes for lots after subdivision (see subdivision section 600)	15,000 sq ft 20,000 sq ft	75 ft street frontage for off-shore lots. 75 ft lake frontage for lakeshore lots.	150 ft
Minimum sizes for remaining lot when a portion is accreted onto a neighboring lot (see simple subdivision section 600.07)	15,000 sq ft	75 ft	150 ft
Minimum sizes for existing lots of record for building a single-family home (see section 1120.22)	6750 sq ft	40 ft at the building line	No minimum lot depth

Section 1120.15. R-1 Setbacks & Impervious Surfaces.

The following shall be considered as setback and impervious surface standards:

	Front* Yard Setback	Side Yard Setback	Exterior Side Yard Setback (Corner Lot)*	Rear Yard Setback	Lake Yard Setback	Impervious Surface Coverage
Single-Family Principal Structure	30 ft 15 ft for properties with a lake yard	7.5 ft plus 0.1 foot for each foot of lot width up to 7.5 ft ** (8 ft min)	30 ft for lots with area of 15,000 sq ft + Lot size area x .002 for lots less than 15,000 sq ft *** (16ft min)	30 ft 15 ft for properties with a lake yard	50 ft	30% for lots with area of 15,000 sq ft + 15,000 minus lot size x .001 + 30% for lots less than 15,000sf ****
Accessory Structures	See section 1140.10 for Accessory Structures and Uses (primary and secondary) Setbacks and General Regulations					For lots less than 15,000 sq ft, the impervious surface coverage is the total lot area x .001 subtracted from 43 ****

* If the property abuts two public right-of-ways (corner lots), the city zoning administrator will determine which yard is the front yard and which yard is the exterior side yard. For properties with a lake yard, the front yard typically is the yard with the driveway.

** For example, the minimum side yard setback for a lot that is 80 ft ~~50ft~~ wide at the building would be 8 ft ~~12.5ft~~:
 $80 \times .1 = 8 \text{ ft}$ ~~$50 \times 0.1 = 5 + 7.5 = 12.5$~~
 If the lot narrows along the building side, the side yard setbacks would adjust accordingly. For example, a side yard setback could be 10 ft at the front corner of the house and 8 ft at the back corner of the house.

*** For example, the minimum exterior side yard setback for a 10,700 sq ft lot would be 21.4 ft: $10,700 \times .002 = 21.4$

**** For example, the maximum hardcover for a 10,700 sq ft lot would be ~~32.3%~~ ~~34.3%~~: $10,700 \times .001 = 10.7$ and $43 - 10.7 = 32.3$ ~~$(15,000 - 10,700 = 4,300) \times .001 = 4.3\% + 30\% = 34.3\%$~~

Section 1120.20. R-1 Building Standards.

Subd. 1. Principal structures (new construction or new additions) in the district shall:

- (a) Not exceed 28 ft in building height and 42 ft in structure height.
- (b) Not have a wall height that exceeds double the setback distance within 15 ft of the side property line.
For example, the maximum wall height for a principal structure located 8 ft from the property line is 16 ft.
- (c) Have a minimum width of 25 ft.
- (d) Have a minimum footprint area of 1,450 sq ft including the attached or detached garage square footage.
- (e) Have an attached or detached 2-car garage and a hard-surfaced (see section 1140.46) driveway to the public street.
- (g) Meet all current standards of city building codes and appendices.

Subd. 2. Properties that require variances from setback and / or impervious surface requirements in order to meet the building standards listed in subdivision 1 above may qualify for the “practical difficulty” standard for the consideration of variances (see section 1155).

Subd. 3. Primary accessory structures (new construction or new additions) in the district shall:

- (a) be limited to 1 private garage, and 1 tool house shed or similar storage building per principal structure;
- (b) not exceed 15 feet in building height;
- (c) have a maximum combined main floor space of all primary accessory structures on the lot of 1,000 square feet or 60% of the total at-grade, main floor square footage of the principal structure including attached garage square footage – whichever is less;
- (d) meet all current standards of city building codes and appendices.

Section 1120.22. R-1 Lots of Record.

Subd. 1. A “lot of record” is a lot filed in the office of the Hennepin county register of deeds on or before December 1, 1992.

Subd. 2. A lot of record shall be allowed as a single-family residential building site, provided:

1. The lot is 6750 sq. ft. or greater;
2. The lot width at the building line is 40 ft. or greater;
3. The lot is in separate ownership from abutting lots; and
4. ~~The lot is able to be connected to a public sewer.~~ The lot has access to a public sewer.

Subd. 3. Any vacant lot of record that is less than 15,000 sq. ft. and abuts another lot (vacant or with a habitable residential dwelling) that is under the same ownership must be combined with the abutting lot and must not be considered as a separate parcel for the purposes of sale or development.

Subd. 4. Abutting lots of record that are ~~less than 15,000 sq. ft. and are~~ under a common ownership ~~must may be able to~~ be sold or purchased individually if each lot contained a habitable residential dwelling at the time the lots came under common ownership, ~~each habitable dwelling is maintained~~, and the lots are connected to a public sewer.

Subd. 5. A portion of land may be accreted from a lot of record and combined with a second abutting lot of record as long as the remainder of the first lot is 15,000 sq. ft. or greater and the property remains otherwise zoning code compliant. See simple subdivision section 600.07.

Section 1120.25. R-1 General Regulations.

Additional requirements for the R-1 district are set forth in section 1140 et seq. of this ordinance.

SECTION 1123. REGULATIONS FOR THEATER WITH ATTACHED RESTAURANT

Section 1123.00. Purpose.

The purpose of this section is to establish regulations that allow the continuing operation of an established theater with attached restaurant in the manner it has been used historically heretofore and providing for possible enlargement of facilities and / or intensification of established uses by conditional use permit first obtained in a manner that is compatible with the surrounding residential community and provides flexibility to address changing business conditions.

Section 1123.15. Setbacks and Hardcover for Theater with Attached Restaurant.

Land Use	Front Yard (Southerly Yard - Parking Lot)	Side Yard (Easterly Yard - Trail)	Exterior Side Yard (Westerly Yard)	Rear Yard (Northerly Yard - Pond)	Hardcover
Theater with Attached Restaurant	180 feet	15 feet	50 feet	Per Watershed Rules	Not more than 30% of lot area shall be occupied by buildings and / or impervious surfacing
Theater with Attached Restaurant <u>Primary</u> Accessory Structures	180 feet	10 feet	35 feet	Per Watershed Rules	
Theater with Attached Restaurant <u>Secondary</u> Accessory Structures	See section 1140.10 subd. 2C for Setbacks and General Regulations for Secondary Accessory Structures and Uses				

Section 1123.25. Lawful Use or Occupation of the Land or Premises Commonly Known as The Old Log Theater (Theater with Attached Restaurant), 5185 Meadville Street, Greenwood, Minnesota, (Hennepin County PID Nos. 26-117-23-31-0028, 26-117-23-31-0036, and 26-117-23-34-0001), Existing at the Time of the Adoption of this Control.

Subd. 1. Findings. After review and investigation, the city adopted resolution 31-13 which sets forth findings on the established use and manner to which the “Theater with Attached Restaurant” property commonly known as the Old Log Theater, 5185 Meadville Street, Greenwood, Minnesota, (Hennepin County PID numbers 26-117-23-31-0028, 26-117-23-31-0036, and 26-117-23-34-0001), has historically been put. Said resolution is intended to serve as the factual basis for the terms and conditions of conditional use regulation under section 1123 et seq. related thereto.

Subd. 2. Authorized Use. The following enumeration of business practices, excerpted from resolution 31-13, describes the manner to which use of the Old Log Theater (described in subd. 1, above), may, as of the adoption of this control (12-04-13), be put:

- (a) Public business hours for theater performances, on-site food service, ticketing, and the business office shall be between 8am and 11pm. Special events may be between 8am and 12midnight.
- (b) Liquor service shall comply with the city’s liquor ordinances (section 820).
- (c) With the exception of noise-creating activities, there are no restrictions on hours for supporting activities necessary to the Old Log’s operations, including: office, scene shop, cleaning, and food preparation.
- (d) Noise-producing activities such as building, landscaping, and scenery construction, shall be limited to between 8am and 8pm, Monday-Saturday.
- (e) General deliveries, garbage collection, and food service truck deliveries shall be limited to between 8am and 8pm.
- (f) In addition to live theater performances, the Old Log may host special events (e.g. concerts, weddings, and private / public events) on the Old Log campus as desired. However, the parking lot shall not be employed for purposes other than parking. Noise related to special events shall be managed so as not to adversely impact neighboring residential properties. Special event revenue is estimated to be 25% of total annual revenue.
- (g) The Old Log’s kitchen, dining room, and bar may offer service to the public independent of theater performances during the public business hours stated in (a) above.
- (h) Box lunches may be consumed on the grounds.
- (i) Parking of all vehicles, including buses, shall be on site 95% of the need. Buses shall be turned off while parked and may idle 10 minutes prior to boarding passengers. Except in cold weather buses may idle more frequently as needed.
- (j) Outdoor events shall not employ amplified music.

Section 1123.30. Events Necessitating a Conditional Use Permit Be Obtained Relative to Section 1120.05 Subd 4(g), Theater with Attached Restaurant.

Subd. 1. Conditional Use Permit Required. Subject to the rights granted property owners under Minnesota statute 462.357 Subd.1e (a), which provides, in part, that “any nonconformity, including the lawful use or occupation of land or premises existing at the time of the adoption of an additional control under this chapter, may be continued, including through repair, replacement, restoration, maintenance, or improvement, but not including expansion,” any one or more the following events related to the “Theater with Attached Restaurant” property commonly known as the Old Log Theater, 5185 Meadville Street, Greenwood, Minnesota, (Hennepin County PID numbers 26-117-23-31-0028, 26-117-23-31-0036, and 26-117-23-34-0001) shall require a conditional use permit be first obtained:

- (A) Request for a building permit or zoning approval for physical expansion of any existing building or the addition of impervious surface to said property beyond what existed as of the adoption of this control.
- (B) Any change to the manner of use of said property as authorized in section 1123.25, subd. 2.

Section 1123.35. Minimum Building Requirements for Permitted Conditional Uses Under Section 1120.05 Subd 4(g), Theater with Attached Restaurant.

Subd. 1. Conditional permitted principal structures and associated accessory structures authorized under section 1120.05 subd 4(g) shall, in addition to other restrictions of this ordinance and any other applicable ordinances of the city, meet the following standards:

- (1) Principal buildings structures shall be limited to 1 in number and shall not exceed 28 feet in building height or more than 42 feet in structure height and shall be built in conformance with this code and current applicable building code.
- (2) Accessory buildings / structures shall be limited to 4 in number plus 1 gazebo and individually shall not be greater than 15 feet in building height or more than 28 feet in structure height. In no event shall the accessory buildings combined exceed 60% of the total at grade, main floor square footage of the principal theater building / structure,
- (3) Subject to variance, under the practical difficulties standard, all additions to the principal theater building and supporting accessory buildings / structures shall be constructed of the same materials or higher quality materials and shall reasonably conform to the architecture of the buildings in existence as of the adoption of this control (12-04-13).
- (4) All exterior finishes on any building shall be any single one or combination of the following:
 - a. Face brick,
 - b. Natural stone,
 - c. Wood which meets appropriate fire codes and has been reviewed by the planning commission and approved by the city council,
 - d. Any other exterior finish that has been reviewed by the planning commission and approved by the city council, In no event shall precast concrete units, including those with surfaces that have been integrally treated with an applied decorative material or texture be employed for exterior finishes, provided that in no event shall proposed exterior finishes matching an existing building be deemed unacceptable.
- (5) Architectural Compatibility. Building structure, design, and exterior finish materials, including exterior remodeling projects, are subject to review by the planning commission and the city council for acceptability of proposed materials, architectural compatibility with the residential R-1 district and its established past historic use, and to determine whether the proposal is in keeping with the predominately residential character of the surrounding neighborhoods, local public amenities, and the city in general. Building appearance will be considered from a 360° perspective.

Section 1123.40. Regulation and Imposition of Conditions on Permitted Conditional Uses Authorized Under Section 1120.05 Subd 4(g), Theater with Attached Restaurant.

Subd. 1. Permitted Conditions. In addition to the conditions related to public health, safety, and welfare that the council may impose on conditional uses under section 1150, in considering and issuing or amending a conditional use permit for a "Theater with Attached Restaurant" under section 1120.05 subd 4(g) the council may impose conditions related to the use of the buildings and structures and operation of any the business operated upon the property including, but not limited to, any of the following:

- A. Odor regulation and management
- B. Noise limits and management
- C. Limits on operational hours
- D. Traffic management and control
- E. Outdoor lighting
- F. Employee parking
- G. Delivery routes and service vehicles including service times and weight restrictions
- H. Refuse collection and related issues including service times and weight restrictions
- I. Carry-out food service
- J. Catering service
- K. Repair and maintenance of public roads burdened by theater related traffic
- L. Alcohol
- M. Outdoor events
- N. Number, size, and location of buildings and accessory structures."

SECTION 2.

Greenwood ordinance code section 1145.00 nonconformities paragraphs (d) through (h) and (j) are deleted in their entirety.

SECTION 3.

Greenwood ordinance code section 1176.04 subd. 3 is amended to read as follows:

“Subd. 3. Minimum Lot Size, Width, Building Height, and Impervious Coverage.

(1) *Dimensions.* All single lots created after December 1992 must meet or exceed the following dimensions:

	Riparian and Non-Riparian Lots	Office District	Lake Recreation District
	R-1	C-1	C-2
Lot Area (sq. ft.) abutting water and not abutting water	15,000	10,000	10,000
Lot Width at building line (ft.)	75	75	75
Building Setback from OHWL (ft.)	50	50	50
Maximum Building Height	28	35	30*

* The 30-foot building height limit within the C-2 lake recreation district is subject to the following exception: The maximum building height for multi-family residential structures of 8 units or greater may exceed 30 feet but shall not be greater than 32 feet for structures with gabled roofs of not less than 5/12; pitch; all other roof / building design or uses within the C-2 district shall not exceed 30 feet in height. See section 1102 for definition of “building height.”

(2) *Exceptions to Setbacks.* Setback requirements from the ordinary high water level shall not apply to authorized secondary accessory structures, boathouses, and docks.

(3) *Impervious Coverage.*

- a) Impervious surface coverage in all residential districts as expressed as a percentage of the lot area, shall not exceed the standards set forth on the table in section 1120.15.
- b) Impervious surface coverage in all commercial districts, expressed as a percent of the lot area, shall not exceed 30%, provided that because of the additional hardcover required for typical commercial developments, the maximum impervious surface in commercial districts may be increased to a maximum of 75% with a conditional use permit first obtained under sections 1150 and 1176.07 of this code, supported by an applicant prepared stormwater management plan meeting the approval of the city engineer. The city engineer, planning commission, and / or city council may will require an applicant to implement stormwater management practices deemed necessary to control and minimize or control stormwater and off site runoff, including but not limited to, rain gardens, holding ponds, reductions in proposed impervious surfaces, and other accepted stormwater management techniques and methods.”

SECTION 4.

Greenwood ordinance code section 1176.04 subd. 10 is amended to read as follows:

“Subd. 10. Lots of Record. See section 1120.22.”

SECTION 5.

Greenwood ordinance code section 1176.07.05 subd. 4 (1) is amended to read as follows:

“Subd. 4. Impervious Surface Policies and Conditions.

- 1. Variance applicants with total impervious surface coverage in excess of the percentage shown on the table in section 1120.15 shall have the burden of proof to establish that the excess is a legal nonconforming use by showing evidence that the excess was in existence prior to the adoption of the Shoreland Management Ordinance (December 1992), or by showing the excess was subsequently approved by the city. If no such evidence exists, the city council may require the property owner to reduce impervious surfaces as a condition of variance approval.”

SECTION 6.

Greenwood ordinance code section 1102 Definitions is amended to revise or add the following definitions:

“Structure Height means ~~the sum total of building height and the vertical height above the roofline of all structures.~~ the vertical distance between the building perimeter grade and the highest projection of the structure (e.g. roof peak, chimney, etc).”

“Wall Height is the vertical height measured from the building perimeter grade for the applicable side of the structure to the top of the vertical wall.”

SECTION 7.

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

Enacted 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

First reading: _____, 2017
Second reading: _____, 2017
Publication: _____, 2017

Blue = New text added to the clean copy discussed at the 6/7/17 worksession.
~~Red Strikethrough~~ = Text deleted from the clean copy discussed at the 6/7/17 worksession.

ORDINANCE NO. ____

**AN ORDINANCE OF THE CITY OF GREENWOOD, MINNESOTA
AMENDING GREENWOOD ORDINANCE ZONING CODE CHAPTER 11 TO SIMPLIFY
AND REGULATE BASED ON LOT SIZE**

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

SECTION 1.

Greenwood ordinance code sections 1115.00 through 1125.25 are amended to read as follows:

“Section 1115.00. Zoning Districts.

Subd. 1. Establishment of Districts. For the purpose of this ordinance, the city is divided into the following districts:

- R-1 Single-Family Residential District
- C-1 Office and Institutional District
- C-2 Lake Recreation District

Subd. 2. Zoning Map. The boundaries of the districts established by this ordinance are delineated on the zoning map; said map and all notations, references, and data shown thereon are hereby adopted and made part of this ordinance and will be on permanent file, and for public inspection, in the city office of the zoning administrator. It shall be the responsibility of the zoning administrator and staff to maintain said map, and amendments thereto shall be recorded thereon within 30 days after official publication of amendments.

Subd. 3. District Boundaries. The boundaries between districts are, unless otherwise indicated, either the centerlines of streets, alleys, or railroad rights-of-way, or such lines extended or lines parallel or perpendicular thereto. Where figures are shown on the zoning map between a street and a district boundary line runs parallel to the street at a distance therefrom equivalent to the number of feet stated unless otherwise indicated.

(INSERT NEW MAP SHOWING ALL PREVIOUS R-1A, R-1B, R-1C,
AND R-2 PROPERTIES IN THE NEW R-1 ZONING DISTRICT)

SECTION 1120. R-1 SINGLE-FAMILY RESIDENTIAL DISTRICT.

Section 1120.00. Purpose.

The intent of this district is to provide a zone for single-family dwellings for the purpose of creating a ~~quality~~ residential community with regulations based on lot size.

Section 1120.01. Development History & Community Character

The city of Greenwood was originally developed early in the 20th century with a number of small lots with and without lakeshore to provide seasonal homes sites. These lots were intended to be developed with small homes and cabins to enhance the lake experience. As time passed, these seasonal properties were replaced by permanent homes, many with larger dimensions. This development pattern led to a number of unique lot shapes (e.g. small lots, flag lots, and long narrow lots) that do not easily fit into numeric standards. ~~The variance process in section 1155 is used to address unique lots and balance the property owner's wants with the community's needs. Considerations include but are not limited to the following: impact on environment, topography, steep slopes, vegetation, lakes, ponds, streams, and susceptibility to erosion and sedimentation.~~

The character of the initial development provided a natural setting on the lake or near the lake to allow property owners and others to enjoy the lake setting. Numeric requirements for lake yard setbacks and impervious surface percentages were established, in part, to maintain open spaces around the lake and to maintain the character and setting of the original development.

On December 1, 1992, the city adopted the shoreland management district ordinance (section 1176) to comply with Minnesota state law to protect the waters of Lake Minnetonka. The entire city is located within the shoreland management district.

Section 1120.02. Public Health, Safety & Welfare

Setbacks are established to provide important separation between adjacent structures, between structures and streets, and between structures and lakeshore. Reasons for setbacks include, but are not limited to: (1) Prevention of overhanging eaves and other above-ground encroachments onto adjacent properties. (2) To provide space for drainage requirements. (3) To provide adequate access to structures for fire and police inspections and protection. (4) To provide adequate sight lines for vehicles and pedestrians on streets. (5) To protect water quality. (6) To maintain the character of the community.

Section 1120.03. Existing Development Rights

Existing lots with existing structures may have “grandfathered rights” that supersede those requirements listed in this zoning ordinance. The existing impervious surface percentages under this code, setback dimensions, lot dimensions, building height dimensions, and volume may be accepted as “grandfathered,” but variances may be required to document these conditions when new construction or new additions are desired on these properties.

Section 1120.05. R-1 Permitted Uses.

No building shall be used or shall hereafter be erected, altered or converted in any manner, except as provided in section 1120 et seq. Permitted uses shall be:

Subd. 1. Principal Uses.

- (a) Single-family detached dwellings (excluding the leasing or renting of rooms).
- (b) Open area, parks and playgrounds owned and operated by a public agency, or by a home association for a subdivision or neighborhood.
- (c) Residential subdivisions, including streets, lighting, sanitary sewer service, and water service.
- (d) Uses mandated in state statutes as permitted uses.

Subd. 2. Primary Accessory Uses.

- (a) Private detached garages.
- (b) Tool house, sheds, and similar storage areas for domestic supplies.
- (c) Commonly accepted municipal playground equipment, and park shelter buildings.
- (d) Boat docks.
- (d) Home occupations as regulated by section 480.
- (e) Signs as regulated in section 1140 et seq.

Subd. 3. Secondary Accessory Uses.

- (a) Off-street parking, driveways, parking pads.
- (b) Play structures, swing sets.
- (c) Patios, decks, slabs, sidewalks.
- (d) Air conditioners, generators.
- (e) Fire pits, outdoor fireplaces, outdoor kitchens for the use and convenience of the resident and their guests.
- (f) Freestanding swimming pools, hot tubs, spas for the use and convenience of the resident and their guests.
- (g) Pergolas, arbors, trellises.

Subd. 4. Conditional Uses.

- (a) Public utilities including such items as electrical distribution station or any such similar structure located above ground.
- (b) Permanent in-ground swimming pools and spas for the use and convenience of the resident and their guests.
- (c) Tennis courts, sport courts.
- (d) Signs as regulated in section 1140 et seq.
- (e) Churches, chapels, synagogues, temples, and similar religious buildings.
- (f) Uses mandated in state statutes as conditional uses.
- (g) Theater with attached restaurant as regulated under section 1123 et seq and specifically limited to the common use of Hennepin County PID numbers 26-117-23-31-0028, 26-117-23-31-0036, and 26-117-23-34-0001.

Section 1120.10. R-1 Lot Dimensions.

The following required lot area, width, and depth regulations shall be considered as minimum standards for lot dimensions:

	Minimum Lot Area	Minimum Lot Width	Minimum Lot Depth
Minimum sizes for lots after subdivision (see subdivision section 600)	15,000 sq ft 20,000 sq ft	75 ft street frontage for off-shore lots. 75 ft lake frontage for lakeshore lots.	150 ft
Minimum sizes for remaining lot when a portion is accreted onto a neighboring lot (see simple subdivision section 600.07)	15,000 sq ft	75 ft	150 ft
Minimum sizes for existing lots of record for building a single-family home (see section 1120.22)	6750 sq ft	40 ft at the building line	No minimum lot depth

Section 1120.15. R-1 Setbacks & Impervious Surfaces.

The following shall be considered as setback and impervious surface standards:

	Front* Yard Setback	Side Yard Setback	Exterior Side Yard Setback (Corner Lot)*	Rear Yard Setback	Lake Yard Setback	Impervious Surface Coverage
Single-Family Principal Structure	30 ft 15 ft for properties with a lake yard	7.5 ft plus 0.1 foot for each foot of lot width up to 7.5 ft ** (8 ft min)	30 ft for lots with area of 15,000 sq ft + Lot size area x .002 for lots less than 15,000 sq ft *** (16ft min)	30 ft 15 ft for properties with a lake yard	50 ft	30% for lots with area of 15,000 sq ft + 15,000 minus lot size x .001 + 30% for lots less than 15,000sf ****
Accessory Structures	See section 1140.10 for Accessory Structures and Uses (primary and secondary) Setbacks and General Regulations					For lots less than 15,000 sq ft, the impervious surface coverage is the total lot area x .001 subtracted from 43 ****

* If the property abuts two public right-of-ways (corner lots), the city zoning administrator will determine which yard is the front yard and which yard is the exterior side yard. For properties with a lake yard, the front yard typically is the yard with the driveway.

** For example, the minimum side yard setback for a lot that is 80 ft ~~50ft~~ wide at the building would be 8 ft ~~12.5ft~~:
 $80 \times .1 = 8 \text{ ft}$ ~~$50 \times 0.1 = 5 + 7.5 = 12.5$~~
 If the lot narrows along the building side, the side yard setbacks would adjust accordingly. For example, a side yard setback could be 10 ft at the front corner of the house and 8 ft at the back corner of the house.

*** For example, the minimum exterior side yard setback for a 10,700 sq ft lot would be 21.4 ft: $10,700 \times .002 = 21.4$

**** For example, the maximum hardcover for a 10,700 sq ft lot would be ~~32.3%~~ ~~34.3%~~: $10,700 \times .001 = 10.7$ and $43 - 10.7 = 32.3$ ~~$(15,000 - 10,700 = 4,300) \times .001 = 4.3\% + 30\% = 34.3\%$~~

Section 1120.20. R-1 Building Standards.

Subd. 1. Principal structures (new construction or new additions) in the district shall:

- (a) Not exceed 28 ft in building height and 42 ft in structure height.
- (b) Not have a wall height that exceeds double the setback distance within 15 ft of the side property line.
For example, the maximum wall height for a principal structure located 8 ft from the property line is 16 ft.
- (c) Have a minimum width of 25 ft.
- (d) Have a minimum footprint area of 1,450 sq ft including the attached or detached garage square footage.
- (e) Have an attached or detached 2-car garage and a hard-surfaced (see section 1140.46) driveway to the public street.
- (g) Meet all current standards of city building codes and appendices.

Subd. 2. Properties that require variances from setback and / or impervious surface requirements in order to meet the building standards listed in subdivision 1 above may qualify for the “practical difficulty” standard for the consideration of variances (see section 1155).

Subd. 3. Primary accessory structures (new construction or new additions) in the district shall:

- (a) be limited to 1 private garage, and 1 tool house shed or similar storage building per principal structure;
- (b) not exceed 15 feet in building height;
- (c) have a maximum combined main floor space of all primary accessory structures on the lot of 1,000 square feet or 60% of the total at-grade, main floor square footage of the principal structure including attached garage square footage – whichever is less;
- (d) meet all current standards of city building codes and appendices.

Section 1120.22. R-1 Lots of Record.

Subd. 1. A “lot of record” is a lot filed in the office of the Hennepin county register of deeds on or before December 1, 1992.

Subd. 2. A lot of record shall be allowed as a single-family residential building site, provided:

1. The lot is 6750 sq. ft. or greater;
2. The lot width at the building line is 40 ft. or greater;
3. The lot is in separate ownership from abutting lots; and
4. ~~The lot is able to be connected to a public sewer.~~ The lot has access to a public sewer.

Subd. 3. Any vacant lot of record that is less than 15,000 sq. ft. and abuts another lot (vacant or with a habitable residential dwelling) that is under the same ownership must be combined with the abutting lot and must not be considered as a separate parcel for the purposes of sale or development.

Subd. 4. Abutting lots of record that are ~~less than 15,000 sq. ft. and are~~ under a common ownership ~~must may be able to~~ be sold or purchased individually if each lot contained a habitable residential dwelling at the time the lots came under common ownership, ~~each habitable dwelling is maintained~~, and the lots are connected to a public sewer.

Subd. 5. A portion of land may be accreted from a lot of record and combined with a second abutting lot of record as long as the remainder of the first lot is 15,000 sq. ft. or greater and the property remains otherwise zoning code compliant. See simple subdivision section 600.07.

Section 1120.25. R-1 General Regulations.

Additional requirements for the R-1 district are set forth in section 1140 et seq. of this ordinance.

SECTION 1123. REGULATIONS FOR THEATER WITH ATTACHED RESTAURANT

Section 1123.00. Purpose.

The purpose of this section is to establish regulations that allow the continuing operation of an established theater with attached restaurant in the manner it has been used historically heretofore and providing for possible enlargement of facilities and / or intensification of established uses by conditional use permit first obtained in a manner that is compatible with the surrounding residential community and provides flexibility to address changing business conditions.

Section 1123.15. Setbacks and Hardcover for Theater with Attached Restaurant.

Land Use	Front Yard (Southerly Yard - Parking Lot)	Side Yard (Easterly Yard - Trail)	Exterior Side Yard (Westerly Yard)	Rear Yard (Northerly Yard - Pond)	Hardcover
Theater with Attached Restaurant	180 feet	15 feet	50 feet	Per Watershed Rules	Not more than 30% of lot area shall be occupied by buildings and / or impervious surfacing
Theater with Attached Restaurant <u>Primary</u> Accessory Structures	180 feet	10 feet	35 feet	Per Watershed Rules	
Theater with Attached Restaurant <u>Secondary</u> Accessory Structures	See section 1140.10 subd. 2C for Setbacks and General Regulations for Secondary Accessory Structures and Uses				

Section 1123.25. Lawful Use or Occupation of the Land or Premises Commonly Known as The Old Log Theater (Theater with Attached Restaurant), 5185 Meadville Street, Greenwood, Minnesota, (Hennepin County PID Nos. 26-117-23-31-0028, 26-117-23-31-0036, and 26-117-23-34-0001), Existing at the Time of the Adoption of this Control.

Subd. 1. Findings. After review and investigation, the city adopted resolution 31-13 which sets forth findings on the established use and manner to which the “Theater with Attached Restaurant” property commonly known as the Old Log Theater, 5185 Meadville Street, Greenwood, Minnesota, (Hennepin County PID numbers 26-117-23-31-0028, 26-117-23-31-0036, and 26-117-23-34-0001), has historically been put. Said resolution is intended to serve as the factual basis for the terms and conditions of conditional use regulation under section 1123 et seq. related thereto.

Subd. 2. Authorized Use. The following enumeration of business practices, excerpted from resolution 31-13, describes the manner to which use of the Old Log Theater (described in subd. 1, above), may, as of the adoption of this control (12-04-13), be put:

- (a) Public business hours for theater performances, on-site food service, ticketing, and the business office shall be between 8am and 11pm. Special events may be between 8am and 12midnight.
- (b) Liquor service shall comply with the city’s liquor ordinances (section 820).
- (c) With the exception of noise-creating activities, there are no restrictions on hours for supporting activities necessary to the Old Log’s operations, including: office, scene shop, cleaning, and food preparation.
- (d) Noise-producing activities such as building, landscaping, and scenery construction, shall be limited to between 8am and 8pm, Monday-Saturday.
- (e) General deliveries, garbage collection, and food service truck deliveries shall be limited to between 8am and 8pm.
- (f) In addition to live theater performances, the Old Log may host special events (e.g. concerts, weddings, and private / public events) on the Old Log campus as desired. However, the parking lot shall not be employed for purposes other than parking. Noise related to special events shall be managed so as not to adversely impact neighboring residential properties. Special event revenue is estimated to be 25% of total annual revenue.
- (g) The Old Log’s kitchen, dining room, and bar may offer service to the public independent of theater performances during the public business hours stated in (a) above.
- (h) Box lunches may be consumed on the grounds.
- (i) Parking of all vehicles, including buses, shall be on site 95% of the need. Buses shall be turned off while parked and may idle 10 minutes prior to boarding passengers. Except in cold weather buses may idle more frequently as needed.
- (j) Outdoor events shall not employ amplified music.

Section 1123.30. Events Necessitating a Conditional Use Permit Be Obtained Relative to Section 1120.05 Subd 4(g), Theater with Attached Restaurant.

Subd. 1. Conditional Use Permit Required. Subject to the rights granted property owners under Minnesota statute 462.357 Subd.1e (a), which provides, in part, that “any nonconformity, including the lawful use or occupation of land or premises existing at the time of the adoption of an additional control under this chapter, may be continued, including through repair, replacement, restoration, maintenance, or improvement, but not including expansion,” any one or more the following events related to the “Theater with Attached Restaurant” property commonly known as the Old Log Theater, 5185 Meadville Street, Greenwood, Minnesota, (Hennepin County PID numbers 26-117-23-31-0028, 26-117-23-31-0036, and 26-117-23-34-0001) shall require a conditional use permit be first obtained:

- (A) Request for a building permit or zoning approval for physical expansion of any existing building or the addition of impervious surface to said property beyond what existed as of the adoption of this control.
- (B) Any change to the manner of use of said property as authorized in section 1123.25, subd. 2.

Section 1123.35. Minimum Building Requirements for Permitted Conditional Uses Under Section 1120.05 Subd 4(g), Theater with Attached Restaurant.

Subd. 1. Conditional permitted principal structures and associated accessory structures authorized under section 1120.05 subd 4(g) shall, in addition to other restrictions of this ordinance and any other applicable ordinances of the city, meet the following standards:

- (1) Principal buildings structures shall be limited to 1 in number and shall not exceed 28 feet in building height or more than 42 feet in structure height and shall be built in conformance with this code and current applicable building code.
- (2) Accessory buildings / structures shall be limited to 4 in number plus 1 gazebo and individually shall not be greater than 15 feet in building height or more than 28 feet in structure height. In no event shall the accessory buildings combined exceed 60% of the total at grade, main floor square footage of the principal theater building / structure,
- (3) Subject to variance, under the practical difficulties standard, all additions to the principal theater building and supporting accessory buildings / structures shall be constructed of the same materials or higher quality materials and shall reasonably conform to the architecture of the buildings in existence as of the adoption of this control (12-04-13).
- (4) All exterior finishes on any building shall be any single one or combination of the following:
 - a. Face brick,
 - b. Natural stone,
 - c. Wood which meets appropriate fire codes and has been reviewed by the planning commission and approved by the city council,
 - d. Any other exterior finish that has been reviewed by the planning commission and approved by the city council, In no event shall precast concrete units, including those with surfaces that have been integrally treated with an applied decorative material or texture be employed for exterior finishes, provided that in no event shall proposed exterior finishes matching an existing building be deemed unacceptable.
- (5) Architectural Compatibility. Building structure, design, and exterior finish materials, including exterior remodeling projects, are subject to review by the planning commission and the city council for acceptability of proposed materials, architectural compatibility with the residential R-1 district and its established past historic use, and to determine whether the proposal is in keeping with the predominately residential character of the surrounding neighborhoods, local public amenities, and the city in general. Building appearance will be considered from a 360° perspective.

Section 1123.40. Regulation and Imposition of Conditions on Permitted Conditional Uses Authorized Under Section 1120.05 Subd 4(g), Theater with Attached Restaurant.

Subd. 1. Permitted Conditions. In addition to the conditions related to public health, safety, and welfare that the council may impose on conditional uses under section 1150, in considering and issuing or amending a conditional use permit for a "Theater with Attached Restaurant" under section 1120.05 subd 4(g) the council may impose conditions related to the use of the buildings and structures and operation of any the business operated upon the property including, but not limited to, any of the following:

- A. Odor regulation and management
- B. Noise limits and management
- C. Limits on operational hours
- D. Traffic management and control
- E. Outdoor lighting
- F. Employee parking
- G. Delivery routes and service vehicles including service times and weight restrictions
- H. Refuse collection and related issues including service times and weight restrictions
- I. Carry-out food service
- J. Catering service
- K. Repair and maintenance of public roads burdened by theater related traffic
- L. Alcohol
- M. Outdoor events
- N. Number, size, and location of buildings and accessory structures."

SECTION 2.

Greenwood ordinance code section 1145.00 nonconformities paragraphs (d) through (h) and (j) are deleted in their entirety.

SECTION 3.

Greenwood ordinance code section 1176.04 subd. 3 is amended to read as follows:

“Subd. 3. Minimum Lot Size, Width, Building Height, and Impervious Coverage.

(1) *Dimensions.* All single lots created after December 1992 must meet or exceed the following dimensions:

	Riparian and Non-Riparian Lots	Office District	Lake Recreation District
	R-1	C-1	C-2
Lot Area (sq. ft.) abutting water and not abutting water	15,000	10,000	10,000
Lot Width at building line (ft.)	75	75	75
Building Setback from OHWL (ft.)	50	50	50
Maximum Building Height	28	35	30*

* The 30-foot building height limit within the C-2 lake recreation district is subject to the following exception: The maximum building height for multi-family residential structures of 8 units or greater may exceed 30 feet but shall not be greater than 32 feet for structures with gabled roofs of not less than 5/12; pitch; all other roof / building design or uses within the C-2 district shall not exceed 30 feet in height. See section 1102 for definition of “building height.”

(2) *Exceptions to Setbacks.* Setback requirements from the ordinary high water level shall not apply to authorized secondary accessory structures, boathouses, and docks.

(3) *Impervious Coverage.*

- a) Impervious surface coverage in all residential districts as expressed as a percentage of the lot area, shall not exceed the standards set forth on the table in section 1120.15.
- b) Impervious surface coverage in all commercial districts, expressed as a percent of the lot area, shall not exceed 30%, provided that because of the additional hardcover required for typical commercial developments, the maximum impervious surface in commercial districts may be increased to a maximum of 75% with a conditional use permit first obtained under sections 1150 and 1176.07 of this code, supported by an applicant prepared stormwater management plan meeting the approval of the city engineer. The city engineer, planning commission, and / or city council may will require an applicant to implement stormwater management practices deemed necessary to control and minimize or control stormwater and off site runoff, including but not limited to, rain gardens, holding ponds, reductions in proposed impervious surfaces, and other accepted stormwater management techniques and methods.”

SECTION 4.

Greenwood ordinance code section 1176.04 subd. 10 is amended to read as follows:

“Subd. 10. Lots of Record. See section 1120.22.”

SECTION 5.

Greenwood ordinance code section 1176.07.05 subd. 4 (1) is amended to read as follows:

“Subd. 4. Impervious Surface Policies and Conditions.

- 1. Variance applicants with total impervious surface coverage in excess of the percentage shown on the table in section 1120.15 shall have the burden of proof to establish that the excess is a *legal* nonconforming use by showing evidence that the excess was in existence prior to the adoption of the Shoreland Management Ordinance (December 1992), or by showing the excess was subsequently approved by the city. If no such evidence exists, the city council may require the property owner to reduce impervious surfaces as a condition of variance approval.”

SECTION 6.

Greenwood ordinance code section 1102 Definitions is amended to revise or add the following definitions:

“Structure Height means ~~the sum total of building height and the vertical height above the roofline of all structures.~~ the vertical distance between the building perimeter grade and the highest projection of the structure (e.g. roof peak, chimney, etc).”

“Wall Height is the vertical height measured from the building perimeter grade for the applicable side of the structure to the top of the vertical wall.”

SECTION 7.

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

Enacted 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

First reading: _____, 2017
Second reading: _____, 2017
Publication: _____, 2017

June 19,2017

Dear Greenwood City Council Members:

I have been engaged with you over the past many months with regards to supporting your efforts to effectively improve the Zoning Ordinances for small lot sizes with regards to new construction. Through all of this effort I have seen great progress regarding small lot hard cover, but felt the difficulty we have all had getting our arms around a better massing calculation. Please consider the following massing calculation logic and formula for lot sizes less than 10,000 sqft..

It appears you have found a very suitable and usable formula supporting hardcover allowed for lot sizes below 15,000 sqft., as you have determined that below 15,000 sqft. a set 30% hardcover makes it difficult for these smaller lots to build a suitable home within the character of even slightly larger lots above 15,000 sqft.. I am very supportive of this proposed hardcover calculation of $30\% + (15,000 - \text{lot sqft}) \times 0.001 = \text{maximum hardcover \% up to 40\%}$.

Further expanding this same hardcover mathematical thinking to massing; we should use the percent of hardcover limit for the home portion times a maximum building height limit. The idea is to have the maximum home hardcover percent and height limit (adjusted down for roof peak volume), be the gating items for the mass calculation, and determine the massing maximum. The problem with the current 6X lot area calculation is that below a 10,000 sqft. lot you can have acceptable hard cover and acceptable building height and not conform to the massing 6X rule.

The attached "Massing Calculation Proposal" follows the above logic and provides some history of the small lot sizes as well as examples of this suggested calculation.

I respectfully request you consider this basis of maximum massing calculation as it is in mathematic "lock-step" with the proposed hardcover formula changes. Should you choose to change the hardcover formula, this massing formula stays in lock-step. As before, I am happy to help with further development of a healthy Zoning Ordinance for small lot sizes in Greenwood.

Regards,

Mark Krezowski
5130 Meadville Street

Massing Calculation Proposal:

History: Hard cover and massing information for similar small lots on lake along Meadville Street:

<u>Address</u>	<u>Hard Cover</u>	<u>Calculated Date</u>	<u>Lot size sqft</u>	<u>Massing Volume</u>
5280 Solum	47%	~2016	5912	
5270 Johnson			7344	
5260 Kroening	~40%		7166	
5210 Ritchie	39.5%	2013	9198	
5140 Fronius	50.6%	~2005	7278	
5130 Krezowski	31.7%	~2005	7113	
5050 Brooks	37.4%	~2005	13,300	
5040 Kasten	43%	~2005	9718	
4990 Hessian	50.2%	~2005	7653	
4970 Cohen	44%	2006	8615	
4960 Hanna	~48%	~2005	7450	
4930 Jonikas	39.9%	2014	10,921	

Hard Cover Analysis:

Average hard cover is 43% for 11 lots.

Range is 31.7% to 50.6% for 11 lots.

Massing Analysis:

- 1. There are no massing numbers for any of the above lots listed in their city hall packets.*
- 2. Massing Ordinance (MO) is new and mostly untried for small lots.*
- 3. MO was designed to keep homes on large lots from getting too far out of proportion (big) than neighboring smaller lots homes. As a result, MO allows for a larger "relational %" for smaller homes to their lot size.*
- 4. Below 10,000 sqft the MO "sliding scale stops" and does not increase in "relational %" for smaller lot sizes, it stays fixed at 6X.*

Problem: *Below 10,000 sqft lot size the current massing law creates maximum volumns that do not allow homeowner to build utilizing allowable hardcover and height volume calculations. In addition, the lakehome character of Meadville Street involves higher modern ceilings and open porches which further conflict with 6X MO. Massing law also limits traditional lake home roof designs.*

Suggestion to calculate Massing Maximums: MO should be adjusted to take into account actual hardcover limit multiplied by maximum building height when below 10,000 sqft. Currently maximum massing is 60,000 cuft at 10,000. Below 10,000 sqft the gating items that restrict home size should be hard cover and building height and not massing. These two restrictions by themselves force home size to conform to both lot size and neighboring homes' sizes. So why not use these two restrictions to continue sliding scale MO maximums below 10,000 sqft.?

Examples:

<u>Lot Size</u>	<u>Hardcover</u>	<u>Current MO 6X Massing</u>	<u>Suggested new MO 24' structure max mass</u>
10,000	35%	60,000	65,100
9000	36%	54,000	60,264
8000	37%	48,000	55,056
7000	38%	42,000	49,476
6000	39%	36,000	43,524

Assumptions:

1. Using proposed hardcover calculation change for lots below 15,000 sqft.
2. 28' structure maximum height is converted to 24' assuming normalized sloping roof could have a peak as high as 28' (eliminates 28' "box")
3. Therefore; new mass is based on new hardcover percent minus 22.5% for non-home hardcover x 24' to consider roof angles and provide for 8-9 foot ceilings as well as elevated first floor.

Example: 7000 sqft lot. $38\% \times 7000 \text{ sqft} \times .775 \times 24 \text{ feet} = 49,476 \text{ cuft}$

$.775 = 100\% - 22.5\% = 77.5\%$ maximum use is home, 22.5% is garage



Worksession #4

Agenda Date: 08-02-17

Prepared by Deb Kind

Agenda Item: 2018 Budget & Fees

Summary: Attached is a draft of the 2018 city budget with recommendations from the administrative committee (Mayor Kind and Councilman Fletcher). The council will have the opportunity to discuss the draft at the 08-02-17 worksession prior to the regular council meeting. See below for the budget timeline. For the council's reference, the following items are attached: Municipal Dock Fee Comparison, CITY Levy Per Person, Tax Rate History, and Tax Capacity Formula & Tax Rate Comparison documents.

Since the budget is related to fees, the city council also will discuss changes to the city's fee schedule at the August and September worksessions. Attached is a copy of the current fee schedule with changes recommended by the administrative committee. Any fee changes must be done via an ordinance and must go into effect on January 1 of the following year.

Timeline for Budget:

- 08-02-17 City council reviews draft of preliminary budget at the worksession (may make revisions).
- 09-06-17 City council reviews revised draft of preliminary budget at the worksession (may make revisions).
- 09-06-17 City council must approve the "preliminary" budget and tax levy amount for submission to the county. Once the preliminary tax levy amount has been reported to the county, the amount may be reduced, but it may not increase.
- 09-30-17 Deadline to submit "preliminary" budget and tax levy amount to the county.
- 12-06-17 City council approves "final" budget and tax levy amount for submission to the county. The tax levy amount may be reduced from the preliminary amount, but it may not increase.

Timeline for Fee Ordinance:

- 09-06-17 City council considers 1st reading of the ordinance (may make revisions / may waive 2nd reading).
- 09-07-17 If the 2nd reading is waived, the ordinance is submitted to the Sun-Sailor for publication.
- 09-14-17 If the 2nd reading is waived, the ordinance is published in the Sun-Sailor on this date.
- 10-04-17 City council considers 2nd reading of the ordinance (may make revisions).
- 10-05-17 The ordinance is submitted to the Sun-Sailor for publication.
- 01-01-17 The ordinance is goes into effect on this date.

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

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

2018 Greenwood PRELIMINARY Budget

		2015 Actual	2016 Actual	2016 Budget	2017 June YTD	2017 Budget	2018 Budget	% Change	% Total Budget
GENERAL FUND REVENUE									
1	TAXES								
2	101-31010 General Property Tax	629,947	627,636	642,490	7,937	638,999	635,470	-0.55%	
3	101-31020 General Property Tax - Delinquent	4,640	7,235	0	0	0	0	#DIV/0!	
4	101-31040 Fiscal Disparities	3,526	3,262	3,262	0	3,500	3,200	-8.57%	
5	101-31800 Surcharge Revenue	112	70	0	15	0	0	#DIV/0!	
6	101-31910 Penalties	0	39	0	35	0	0	#DIV/0!	
7		638,226	638,241	645,752	7,987	642,499	638,670	-0.60%	83.59%
8	LICENSES & PERMITS								
9	101-32110 Liquor & Cigarette Licenses	10,050	10,550	10,050	0	10,050	10,550	4.98%	
10	101-32180 Other Business Licenses / Permits (Rental, Commercial Marina, Garbage Hauler, Tree Contractor, Etc)	5,320	4,375	4,000	750	4,500	4,500	0.00%	
11	101-32210 Building Permits	67,562	45,241	45,000	14,085	46,000	30,000	-34.78%	
12	101-32211 Electric Permits	4,065	2,907	5,000	2,358	4,000	4,000	0.00%	
13	101-32240 Animal Licenses	525	410	450	475	500	500	0.00%	
14		87,522	63,483	64,500	17,668	65,050	49,550	-23.83%	6.48%
15	INTERGOVERNMENT REVENUE								
16	101-33402 Homestead Credit (Market Value Credit)	0	0	0	0	0	0	#DIV/0!	
17	101-33423 Other Grants / Aids (Recycle Grant, Small Cities Assistance, Etc.)	19,000	4,215	2,500	0	3,000	0	-100.00%	
18	101-33610 County Aid to Municipalities (CAM Road Aid)	1,800	1,750	0	0	1,500	1,700	13.33%	
19		20,800	5,965	2,500	0	4,500	1,700	-62.22%	0.22%
20	PUBLIC CHARGES FOR SERVICES								
21	101-34103 Zoning & Subdivisions (Variances, Conditional Use Permits, Etc.)	11,058	6,300	6,000	3,100	6,000	6,000	0.00%	
22	101-34207 False Alarm Fee	0	0	0	0	0	0	#DIV/0!	
23	101-34304 Load Limit Fees	12,524	4,959	6,000	2,472	6,000	5,000	-16.67%	
24	101-34409 Recycling Fees (2018: Raise recycling fee from \$14 to \$16.25 to cover cost of service)	19,063	17,286	17,000	8,309	17,825	20,650	15.85%	
25		42,645	28,545	29,000	13,881	29,825	31,650	6.12%	4.14%
26	FINES, FORFEITURES & PENALTIES								
27	101-35101 Court Fines	6,132	8,569	6,000	2,343	6,000	6,000	0.00%	0.79%
28									
29	INVESTMENT & MISCELLANEOUS INCOME								
30	101-36102 Investment Income	5,196	5,076	5,000	3,559	6,000	7,000	16.67%	
31	101-36230 Misc. Income: Parking Permits, Civil Citations, Etc. (2017 includes Southshore Center Payout)	716	397	500	27,075	500	500	0.00%	
32		5,912	5,472	5,500	30,634	6,500	7,500	15.38%	0.98%
33	OTHER FINANCING SOURCES								
34	101-39201 Interfund Operating Transfer: From Marina Fund	12,500	12,500	12,500	0	12,500	12,500	0.00%	
35	101-39200 Administration Expense Reimbursement: 10% of Marina Revenue	3,470	3,600	3,600	0	3,730	3,860	3.49%	
36	101-39202 Administrative Expense Reimbursement: 10% of Sewer Revenue	10,090	10,090	10,090	0	10,090	10,090	0.00%	
37	101-39203 Administrative Expense Reimbursement: 10% of Stormwater Revenue	2,302	2,573	2,573	0	2,573	2,573	0.00%	
38		28,362	28,763	28,763	0	28,893	29,023	0.45%	3.80%
39									
40	Total Revenue	829,600	779,038	782,015	72,514	783,268	764,092	-2.45%	

2018 Greenwood PRELIMINARY Budget

		2015 Actual	2016 Actual	2016 Budget	2017 June YTD	2017 Budget	2018 Budget	% Change	% Total Budget
GENERAL FUND EXPENSES									
41	COUNCIL & PLANNING COMMISSION								
42	101-41100-103	Council Salaries (Gross, \$450mo mayor, \$300mo councilmembers)	13,200	13,200	13,200	9,900	19,800	19,800	0.00%
43	101-41100-122	FICA Contributions (6.2%)	818	818	818	614	1,228	1,228	0.00%
44	101-41100-123	Medicare Contributions (1.45%)	191	191	191	144	287	287	0.00%
45	101-41100-371	Training / Conference Registration	90	0	1,200	0	1,000	1,000	0.00%
46	101-41100-372	Meals / Lodging	142	165	150	179	175	175	0.00%
47	101-41100-433	Misc. (Dues, Subscriptions, Supplies, Etc.)	93	129	100	0	100	100	0.00%
48			14,535	14,503	15,660	10,836	22,590	22,590	0.00%
49	ELECTIONS								
50	101-41200-103	Election Salaries (Part-Time Election Judge Salaries \$9 per hour)	0	1,670	1,900	0	0	1,670	#DIV/0!
51	101-41200-214	Operational Support - Forms (Ballots, Voter Reg. Rosters)	0	265	50	0	0	265	#DIV/0!
52	101-41200-319	Equipment Maintenance (County Agreement, \$187.50 x 2 Voting Machines, \$160 for Automark)	0	1,069	700	0	0	1,069	#DIV/0!
53	101-41200-372	Meals / Lodging (Election Judge Meals & Snacks)	0	300	885	0	0	300	#DIV/0!
54	101-41200-439	Misc. (Supplies, Postage, Public Notices, Etc.)	0	332	450	0	0	332	#DIV/0!
55			0	3,635	3,985	0	0	3,635	#DIV/0!
56	ADMINISTRATION								
57	101-41400-201	Office Supplies	117	109	150	0	150	150	0.00%
58	101-41400-202	Duplicating (Council Packets, Code Book Pages, Etc.)	1,979	2,186	1,800	780	1,800	1,800	0.00%
59	101-41400-204	Stationary, Forms, Printing	818	1,661	1,000	88	1,000	1,000	0.00%
60	101-41400-309	Professional Services - Other (ISP, Website, Email)	0	800	600	0	600	600	0.00%
61	101-41400-310	Clerk's Contract with Deehaven	35,634	37,492	36,785	17,150	40,464	41,678	3.00%
62	101-41400-311	Office Rent & Equipment (2017-2020 \$487.45 per month)	5,849	5,849	5,849	2,437	5,849	5,849	0.00%
63	101-41400-313	Professional Services (Civic Accounting)	2,076	2,120	2,100	1,084	2,163	2,163	0.00%
64	101-41400-322	Postage	1,099	1,180	800	396	800	800	0.00%
65	101-41400-351	Newspaper Legal Notices	1,257	1,438	800	447	900	900	0.00%
67	101-41400-439	Misc. (Equipment, Dog Tags, Meadville Launch Stickers \$425, Etc.)	681	756	725	540	725	725	0.00%
68			49,510	53,591	50,609	22,922	54,451	55,665	2.23%
69	ASSESSOR								
70	101-41500-309	Assessor - Hennepin County (\$19,000 for 2018-2020 budgets)	17,000	23,740	18,000	8,667	13,000	19,000	46.15%
71	101-41500-439	Assessor - Other (Public Notices, Processing, Tax Rolls)	272	903	400	310	600	600	0.00%
72			17,272	24,644	18,400	8,976	13,600	19,600	44.12%
73	LEGAL SERVICES								
74	101-41600-304	Legal Services - General	16,355	11,814	12,000	3,443	10,000	10,000	0.00%
75	101-41600-308	Legal Services - Prosecution	3,996	2,427	4,000	3,564	4,000	4,000	0.00%
76	101-41600-309	Legal Services - Litigation	2,166	7,877	0	422	2,000	2,000	0.00%
77			22,516	22,118	16,000	7,430	16,000	16,000	0.00%

2018 Greenwood PRELIMINARY Budget

		2015 Actual	2016 Actual	2016 Budget	2017 June YTD	2017 Budget	2018 Budget	% Change	% Total Budget
78	AUDITING								
79	101-41700-301 Auditing (\$9,800 for full audit, \$6000 cash audit, \$1000 for state auditor filing requirements)	9,600	9,600	9,600	9,700	9,700	2,000	-79.38%	
80		9,600	9,600	9,600	9,700	9,700	2,000	-79.38%	0.26%
81	GENERAL GOVERNMENT TOTAL	113,434	128,091	114,254	59,864	116,341	119,490	2.71%	15.64%
82									
83	LAW ENFORCEMENT								
84	101-42100-310 Law Enforcement - Contract	187,037	192,895	192,895	91,176	182,361	191,301	4.90%	
85	101-42100-311 Police Side Building Facility (Based on Total Tax Capacity on County Website in July)	46,320	43,920	46,115	21,829	43,658	46,030	5.43%	
86	101-42100-439 Police Safety - Other (Jail, Court Overtime, Etc.)	497	1,139	2,500	420	2,500	2,500	0.00%	
87		233,854	237,954	241,510	113,425	228,519	239,831	4.95%	31.39%
88	FIRE								
89	101-42200-309 Fire Protection - Operations (2015 actual includes \$2382 from 2014 excess reserves)	67,092	73,859	73,859	37,345	74,689	79,930	7.02%	
90	101-42200-311 Fire Side Building Facility	56,878	57,983	57,983	27,543	55,087	61,405	11.47%	
91		123,970	131,842	131,842	64,888	129,776	141,335	8.91%	18.50%
92	PUBLIC SAFETY TOTAL	357,823	369,795	373,352	178,313	358,295	381,166	6.38%	49.88%
93									
94	ZONING								
95	101-42400-308 Zoning Administration	10,222	6,524	4,000	2,174	7,000	7,000	0.00%	
96	101-42400-309 Public Notices	1,191	2,902	2,000	288	2,000	2,000	0.00%	
97	101-42400-310 Building Inspections (69% of Building & Electrical Permits)	49,509	32,012	34,500	3,639	34,500	23,460	-32.00%	
98	101-42400-438 Misc. (County Recording Fees, State Bldg. Surcharge, etc.)	0	0	0	0	0	0	#DIV/0!	
99	ZONING TOTAL	60,922	41,438	40,500	6,101	43,500	32,460	-25.38%	4.25%
100									
101	ENGINEERING								
102	101-42600-303 Engineering Fees - Misc.	4,930	1,333	3,000	987	3,000	2,000	-33.33%	
103		4,930	1,333	3,000	987	3,000	2,000	-33.33%	0.26%
104	UTILITIES & ROADS								
105	101-43100-381 S&R - Utility Services - Elec (Includes Siren Electric)	4,827	5,150	5,000	2,081	5,000	5,000	0.00%	
106	101-43100-409 Other - Road Repair & Maintenance (Public Works Repairs)	6,607	2,209	4,500	762	5,000	4,000	-20.00%	
107		11,434	7,359	9,500	2,843	10,000	9,000	-10.00%	1.18%
108	MAJOR ROAD IMPROVEMENTS								
109	101-43200-229 Major Road Improvements - Construction	89,725	0	0	0	0	0	#DIV/0!	
109	101-43200-303 Major Road Improvements - Engineering	37,656	0	0	0	0	0	#DIV/0!	
110	101-43200-500 Transfer to Road Improvement Fund (Deephaven's 2017 road costs were 9% of budget)	10,000	134,000	134,000	134,000	134,000	124,000	-7.46%	
111		137,380	134,000	134,000	134,000	134,000	124,000	-7.46%	16.23%

2018 Greenwood PRELIMINARY Budget

		2015 Actual	2016 Actual	2016 Budget	2017 June YTD	2017 Budget	2018 Budget	% Change	% Total Budget
112	PUBLIC WORKS								
113	101-43900-226 Signs	754	5,069	2,500	479	1,500	1,500	0.00%	
114	101-43900-312 Snow Plowing	7,773	9,674	20,000	6,673	20,000	15,000	-25.00%	
115	101-43900-313 Trees, Weeds, Mowing	19,626	15,748	12,000	1,398	13,000	16,000	23.08%	
116	101-43900-314 Park & Tennis Court Maintenance	3,516	7,186	1,000	1,102	2,000	3,500	75.00%	
117	101-43900-315 Trail Snow Plowing (LRT and Tar Paths)	1,128	1,219	2,100	0	2,100	2,000	-4.76%	
118		32,798	38,896	37,600	9,652	38,600	38,000	-1.55%	4.97%
119	ROADS & PUBLIC WORKS TOTAL	186,542	181,588	184,100	147,482	185,600	173,000	-6.79%	22.64%
120									
121	MISC. EXPENSES								
122	101-49000-310 Recycling Contract (\$20,650 through August 31, 2018)	21,167	19,539	20,650	8,141	20,650	20,650	0.00%	
123	101-49000-311 Spring Clean-Up Day	3,238	4,429	3,300	4,671	4,500	4,500	0.00%	
124	101-49000-369 League of Minnesota Cities Insurance Trust / Liability & Property	3,233	2,069	2,500	0	3,300	3,300	0.00%	
125	101-49000-370 League of Minnesota Cities Insurance Trust / Workers Comp	157	193	150	0	160	160	0.00%	
126	101-49000-433 Misc. Expenses	0	0	100	0	100	100	0.00%	
127	101-49000-434 Southshore Community Center	0	0	1,200	0	0	0	#DIV/0!	
128	101-49000-435 League of Minnesota Cities	833	872	800	0	824	850	3.16%	
129	101-49000-436 Lake Minnetonka Conservation District (\$6,816 in 2018)	6,560	6,009	6,009	3,149	6,298	6,816	8.22%	
129	101-49000-437 July 4th Fireworks & Parade (\$1500 Chamber of Commerce, \$100 parade)	1,627	1,583	1,600	1,500	1,700	1,600	-5.88%	
130	MISC. TOTAL	36,815	34,694	36,309	17,462	37,532	37,976	1.18%	4.97%
131									
132	Subtotal	755,537	755,607	748,515	409,221	741,268	744,092	0.38%	
133									
134	CONTINGENCY & FUND TRANSFERS								
135	101-49000-439 Contingency	0	11,025	13,500	0	22,000	10,000	-54.55%	
135	101-49000-500 Transfer to Bridge Fund	30,000	20,000	20,000	0	20,000	10,000	-50.00%	
136	101-49000-720 General Fund Transfer Out	0	0	0	0	0	0	#DIV/0!	
137	CONTINGENCY & BRIDGE FUND TRANSFER TOTAL	30,000	31,025	33,500	0	42,000	20,000	-52.38%	2.62%
138									
139	Total Expenses	785,537	786,632	782,015	409,221	783,268	764,092	-2.45%	
140									
141	GENERAL FUND CASH BALANCE (Goal: 35%-50% of Operating Expenditures)	536,488	544,365						
	<i>Audited Percent of Operating Expenditures</i>	66.70%	78.40%						

2018 Greenwood PRELIMINARY Budget

		2015 Actual	2016 Actual	2016 Budget	2017 June YTD	2017 Budget	2018 Budget	% Change	% Total Budget	
142	SEWER ENTERPRISE FUND <i>This fund may be used for any city purpose. Goal: \$250,000.</i>									
143	602-34401	REVENUE: Sewer Use Charges (\$65 per quarter)	97,015	96,163	100,899	47,702	100,899	100,899	0.00%	
144	602-34402	REVENUE: Late Charges & Penalties	492	330	0	115	0	0	#DIV/0!	
145	602-34403	REVENUE: Delinquent Sewer Payments Received	1,019	855	0	0	0	0	#DIV/0!	
146	602-34404	REVENUE: Delinquent Sewer Late Fees Received	40	0	0	0	0	0	#DIV/0!	
147	602-34408	REVENUE: Permit Fees	675	375	0	200	0	0	#DIV/0!	
148	602-36220	REVENUE: Other Income (SAC charges)	0	2,485	0	0	0	0		
149	602-38100	REVENUE: Grant Revenue	0	25,097	0	0	0	0	#DIV/0!	
150	602-37100	REVENUE: Excelsior Blvd. Watermain Project (Contributions for Study, Assessment Pre-Payments)	0	0	0	0	0	0	#DIV/0!	
151	602-36100	REVENUE: Special Assessments (Excelsior Blvd Watermain Assessment Payments)	12,894	11,865	0	6,523	0	0	#DIV/0!	
152	602-43200-303	EXPENSE: Engineering Sewer	10,820	19,406	10,000	3,061	10,000	10,000	0.00%	
153	602-43200-309	EXPENSE: Met Council	36,395	51,011	45,000	19,128	45,000	45,000	0.00%	
154	602-43200-310	EXPENSE: Public Works Sewer	6,636	9,969	6,000	1,999	6,000	6,000	0.00%	
155	602-43200-381	EXPENSE: Utility Services - Electric	2,538	1,907	2,500	1,045	2,500	2,500	0.00%	
156	602-43200-404	EXPENSE: Repair & Maintenance	13,376	10,542	12,000	5,079	12,000	12,000	0.00%	
157	602-43200-410	EXPENSE: Excelsior Blvd. Watermain Project (Hennepin County Special Assessment Annual Fee)	125,801	390	0	388	0	0	#DIV/0!	
158	602-43200-439	EXPENSE: Misc. (Gopher State One Call, Forms, Printing, Insurance, etc.)	858	750	900	220	900	900	0.00%	
159	602-43200-530	EXPENSE: Capital Outlay (I&I Projects)	0	57,600	14,000	0	14,000	14,000	0.00%	
160	602-43200-720	INTERFUND TRANSFER OUT: To General Fund (10% of budgeted sewer revenue for adm. costs)	10,090	30,090	10,090	0	10,090	10,090	0.00%	
161		Net Total	-94,377	-44,495	409	23,621	409	409	0.00%	
162		SEWER ENTERPRISE FUND CASH BALANCE (Audited)	348,785	303,767						
162	STORMWATER SPECIAL REVENUE FUND <i>This fund may be used for any city purpose.</i>									
163	502-34401	REVENUE: Stormwater Use Charges (\$19 per quarter)	22,578	24,542	25,729	12,480	25,729	25,729	0.00%	
164	502-34403	REVENUE: Delinquent Stormwater Payments Received	0		0	0	0	0	#DIV/0!	
164	502-34404	REVENUE: Delinquent Stormwater Late Fees Received	0		0	0	0	0	#DIV/0!	
165	502-34405	INTERFUND TRANSFER IN	0	20,000	0	0	0	0	#DIV/0!	
166	502-43200-303	EXPENSE: Engineering Stormwater	10,595	9,458	6,700	258	6,700	6,700	0.00%	
167	502-43200-310	EXPENSE: Public Works Stormwater	4,385	3,120	0	95	0	0	#DIV/0!	
168	502-43200-319	EXPENSE: Equipment and Maintenance	9,880	0	0	0	0	0	#DIV/0!	
169	502-43200-409	EXPENSE: Street Sweeping	2,612	2,371	3,000	2,362	2,700	2,700	0.00%	
170	502-43200-439	EXPENSE: Misc. (EPA Fee, Etc.)	216	211	250	172	250	250	0.00%	
171	502-43200-530	EXPENSE: Capital Outlay	0	0	0	0	0	0	#DIV/0!	
173	502-43200-720	ADMINISTRATIVE EXPENSE: To General Fund (10% of budgeted stormwater rev. for adm. costs)	2,302	2,573	2,573	0	2,573	2,573	0.00%	
174		Net Total	-7,413	26,809	13,206	9,593	13,506	13,506	0.00%	
175		STORMWATER SPECIAL REVENUE FUND CASH BALANCE (Audited)	443	27,975						

2018 Greenwood PRELIMINARY Budget

		2015 Actual	2016 Actual	2016 Budget	2017 June YTD	2017 Budget	2018 Budget	% Change	% Total Budget
180	PARK SPECIAL REVENUE FUND <i>This is a dedicated fund for park "acquisitions" only. Cannot be used for maintenance.</i>								
181	401-36230	REVENUE: Park Dedication Fees	0	0	0	0	0	#DIV/0!	
182	401-45000-000	EXPENSE: Park Improvements	0	5,000	0	0	0	#DIV/0!	
183		Net Total	0	-5,000	0	0	0	#DIV/0!	
184		PARK FUND CASH BALANCE (Audited)	27,055	22,055					
185	MARINA ENTERPRISE FUND <i>This fund may be used for any city purpose. Goal: \$55,000 Tonka Dock; \$65,000 Permanent Dock; \$120,000 Floating Dock.</i>								
186	605-36201	REVENUE: Slip Fees (\$1450 x 26 boats, \$300 x 2 sailboats, \$50 x 6 canoes)	34,050	35,400	36,000	36,700	37,300	38,600	3.49%
187	605-45100-309	EXPENSE: Professional Services (Dock In and Out, Weed Removal)	3,000	6,590	3,500	1,500	3,500	7,000	100.00%
188	605-45100-310	EXPENSE: Public Works	179	878	500	0	500	500	0.00%
189	605-45100-439	EXPENSE: Misc. (LMCD Multi-Dock License \$350, SABLID / AIS \$2500 in 2017, Insurance \$873)	5,889	5,677	6,223	2,500	3,723	3,723	0.00%
190	605-45100-590	EXPENSE: Capital Outlay	0	0	0	0	0	0	#DIV/0!
191	605-49300-720	OPERATING TRANSFER: To General Fund	12,500	12,500	12,500	0	12,500	12,500	0.00%
192	605-49300-721	ADMINISTRATIVE EXPENSE: To General Fund (10% of budgeted marina revenue for adm. costs)	3,470	3,600	3,600	0	3,730	3,860	3.49%
193		Net Total	9,012	6,155	9,677	32,700	13,347	11,017	-17.46%
194		MARINA ENTERPRISE FUND CASH BALANCE (Audited)	51,320	57,475					
195	BRIDGE CAPITAL PROJECT FUND <i>This fund was created in 2010. The funds may be used for any city purpose. Goal: \$200,000</i>								
196	403-39200	REVENUE: Transfer from General Fund	30,000	20,000	20,000	0	20,000	10,000	-50.00%
197	403-45100-303	EXPENSE: Engineering	1,290	75	2,000	733	4,000	4,000	0.00%
198	403-45100-304	EXPENSE: Legal Services	0	0	2,000	0	2,000	2,000	0.00%
199	403-45100-530	EXPENSE: Capital Outlay	0	0	0	0	0	0	#DIV/0!
200		Net Total	28,710	19,925	16,000	-733	14,000	4,000	-71.43%
201		BRIDGE CAPITAL PROJECT FUND CASH BALANCE (Audited)	147,173	167,098					
202	SPECIAL PROJECT FUND <i>This fund was created in 2013.</i>								
203	301-36103	REVENUE: Greenwood Park Stormwater Project	0	0	0	207,755	0	0	#DIV/0!
204	301-47000-603	EXPENSE: Greenwood Park Stormwater Project (Engineering, Etc)	0	1,173	0	20,325	0	0	#DIV/0!
205		Net Total	0	-1,173	0	187,430	0	0	#DIV/0!
206		SPECIAL PROJECT FUND CASH BALANCE (Audited)	0	0					
207	ROAD IMPROVEMENT FUND <i>This fund was created in 2014. The funds may be used for any city purpose. Goal: \$_____ for Minnetonka Blvd rehabilitation project.</i>								
208	404-36230	REVENUE: Transfers from General Fund and other revenue sources	10,000	144,000	134,000	134,000	134,000	124,000	-7.46%
209	404-36231	REVENUE: Misc. Revenue (Conduit Financing Revenue, Etc.)	0	0	0	0	0	0	#DIV/0!
210	404-45100-100	EXPENSE: Capital Outlay	0	107,073	75,000	0	75,000	75,000	0.00%
211	404-45100-303	EXPENSE: Engineering Expenses, Public Notices, Etc.	0	39,452	20,000	6,623	20,000	20,000	0.00%
212		Net Total	10,000	-2,525	39,000	127,377	39,000	29,000	-25.64%
213		ROAD IMPROVEMENT FUND CASH BALANCE (Audited)	50,000	109,425					
214		Total Cash Balance (audited)	1,161,264	1,203,625					

Type of License, Permit, or Fee	Section	Fee	Conditions & Terms
Advertisement Tube License	490.00	\$25	Annual per tube
Animal Fees:			
Dog License	445.80	\$25 (\$15 if purchased in year 2)	Good for up to 2 years
Dangerous Animal Registration	445.65	Determined by police department.	Plus proof of \$100,000 insurance
Private Kennel License (4 or more dogs)	445.15	\$100 per dog	Annual
Blasting Permit	910.20	\$500	Council approval required
Boat Launch Permit Sticker (for Meadville boat launch):			
Resident	425.45	First 2 stickers are free. Additional stickers \$10 each.	Annual. 2 free stickers per address. Additional stickers require proof of residency and vehicle information / license plate number.
Non-Resident	425.45	\$100	Annual per vehicle. Must provide vehicle information / license plate number.
Building-Related Fees:			
Building Permit	300.10 1140.17 subd 2	Per 1997 Uniform Building Code, plus \$200 for projects that increase hardcover by 200 sq ft or more and for projects that received a hardcover variance.	
IPM Code Book	320.30	\$75	Per copy
Electrical Permit Fees	300.07	Per the city of Deephaven's fee schedule.	
Excavation / Filling Permit	440.00	1.5% of the project cost.	
Excavation Permit: Temporary	1140.50	The fee is the cost incurred by the city for the review of the excavation plan.	Council approval required plus proof of bonding to cover expense of development plan.
Excavation Permit: Street / Sewer	640.30 & 640.95	The fee is the cost incurred by the city for the review of the excavation plan.	Plus surety bond as determined by city engineer.
Heating, Ventilating, AC, Refrigeration Permit Fees	300.07	Per the city of Deephaven's fee schedule.	
Moving Permit	300.20	1.5% of the project cost.	
Parking Permit for Building Project (see parking permits)	305.00	\$250	Per project
Permit to Extend Completion of Exterior Work	300.30	\$200 for first 60-day extension (administrative) \$400 for an additional extension (council)	Required per structure
Plumbing Permit Fees	300.07	Per city of Deephaven's fee schedule.	
Tree Removal / Construction-Related (see building-related fees)	1140.80	\$250	Home Addition: Remove up to 10% of trees. New Construction: Remove up to 20% of trees. Tree preservation plan required for both.
Burning Permit:			
Recreational	475.10	No permit required	
Non-Recreational	475.10	\$50	Per instance
City Code Book (binder with tabs and photocopies)		\$100	
Dock Fees:			
Commercial Marina License, Base	430.10	\$110	Base per year
Commercial Marina License, Per Slip	430.10	\$5	Per slip, per year
Municipal St. Alban's Bay Dock Permit	425.30 (5)	\$1400 \$1450	Per slip, per season
Municipal Sailboat Space Permit	425.30 (5)	\$300	Per slip, per season
Municipal Canoe / Kayak Permit	425.30 (5)	\$50	Per space, per season
Duplicate Permit / License	400.15	\$10	Per instance
Excavation Permit: Temporary	1140.50	The fee is the cost incurred by the city for the review of the excavation plan.	Council approval required plus proof of bonding to cover expense of development plan.
Excavation Permit: Street / Sewer	640.30 & 640.95	The fee is the cost incurred by the city for the review of the excavation plan.	Plus surety bond as determined by city engineer.
False Alarm Fees			
Fire (after 2nd offense in 12 mo. period)	460.03	\$150	
Police (after 3rd offense in 12 mo. period)	455.10	\$150	
Fire / Police Alarm Non-Compliance Fine	455.35 & 460.07	\$1,000	According to state statute
Fireworks Permit	900.55	\$100	Council approval required

Gambling License	915.15	\$100	Council approval required
Garage Sale Permit (more than 1 in 12-month period)	450.25	\$150 per event, plus proof of insurance: \$300,000 per person, \$500,000 per incident, \$50,000 property damage.	
Garbage / Refuse Collector License	475.20	\$200 per year, plus proof of insurance: \$100,000 per person, \$500,000 per incident, \$100,000 property damage	
Gasoline Station / Auto Repair License	420.15	\$100 per site plus \$10 per pump	Annual
Home Occupation License	480	\$50	Annual. City council approval required. The city council may impose conditions.
Liquor Fees			
Off-Sale Non-Intoxicating License	800.15 & 800.35	\$100 per year plus commercial general liability by an insurance company licensed to do business in the state of Minnesota with a limit of liability of not less than \$1,000,000 per occurrence for bodily and property damage and loss of means of support with the "City of Greenwood" named as an additional insured on the policy. The liability policy must provide that it may not be canceled for any cause either by the insured or the insurance company without first giving ten days notice to the city in writing of that intention. The policy also must provide that any amount paid by the insurance company as a result of a claim will not reduce the coverage available to pay subsequent claims. Businesses with projected liquor sales of less than \$50,000 per year are only required to comply with the minimum insurance requirements in Minnesota state statutes.	
Off-Sale Non-Intoxicating, Investigation Fee	800.30	\$500 plus all costs and expenses associated with investigation outside of MN as allowable by state statute	
On-Sale Non-Intoxicating Temporary License	800.15	\$100 plus the minimum insurance requirements in Minnesota state statutes. License good for no more than 3 consecutive days	
On-Sale Intoxicating License	820.40 & 820.45	\$10,000 per year plus commercial general liability and dram shop insurance by an insurance company licensed to do business in the state of Minnesota with a limit of liability of not less than \$1,000,000 per occurrence for bodily and property damage and loss of means of support with the "City of Greenwood" named as an additional insured on the policy. The liability policy must provide that it may not be canceled for any cause either by the insured or the insurance company without first giving ten days notice to the city in writing of that intention. The policy also must provide that any amount paid by the insurance company as a result of a claim will not reduce the coverage available to pay subsequent claims.	
On-Sale Intoxicating, Wine License	820.40	\$2,000	Annual
On-Sale Intoxicating, Sunday License	820.40	\$200	Annual
On-Sale Intoxicating, Delimited License	820.40	\$2,500	Annual
On-Sale Intoxicating, Investigation Fee	820.35	\$500 plus all costs and expenses associated with investigation outside of MN as allowable by state statute	
On-Sale Intoxicating, Investigation Fee for Renewal Applications or Change of Status	820.35	\$250 per person to be investigated (not to exceed \$500)	Annual
On-Sale Surety Bond	820.45	\$1,000	In conjunction w/application
Load Limit Fees			
Per Trip Special Operating Permit (Jan 1-Feb 29 and May 2-Dec 31)	730.00	\$50	Per round trip. Not required for building projects exceeding \$20,000 in value.
Per Trip Special Operating Permit (Mar 1-May 1)	730.00	\$500 per round trip. Or \$450 per round trip with Blanket Special Operating Permit.	
Blanket Special Operating Permit	730.00	20% of the Building Permit or Moving Fee Required for building projects exceeding \$20,000 in value. Blanket special operating permit holders must pay the additional March 1-May 1 per round trip fee for operation of vehicles in excess of the stated March 1-May 1 weight restriction.	
Mailing Labels of City Utility Billing Database		\$50	Per instance
Misc. Petitions to the City for Legal Consent or Releases Application Fee		\$200 plus consultant and contract service provider expenses incurred by the city as they exceed the base fee amount	
Mobile Home Park Permit Fee	405.40	\$100	Annual
Mobile Home 15-Day License	405.40	\$100	Per instance

Mobile Home Temporary Residence License	405.40	\$100	Per instance
Parking Fees:			
Parking Permit for Building Project (see building-related fees)	305.00	\$250	Per project
Temporary Parking Permit	710.05	\$25	Charged on a per event basis. Fee will be refunded in cases where the permit is revoked due to inclement weather.
Peddler Permit	465.10	\$250	For 6 months
Photocopies	125.00	\$0.25 for black and white, \$1 for color	Per copy
Recycling Collection Fee	475.30	\$44 \$16.25	Quarterly
Rental Property License	320.30	\$50 first unit, \$30 per additional unit	Annual
Right-Of-Way Encroachment Permit	630.05	Council approval required. Fee will be determined by the city council.	
Sanitary Sewer Non-Compliance Surcharge: Residential	310.30 5(f)	\$300	Quarterly
Sanitary Sewer Non-Compliance Surcharge: Commercial	310.30 5(f)	\$750	Quarterly
Security Deposit / Security Agreement for Landscaping	1140.60	The greater of \$1500 or 2% of the building value submitted on the building permit application. The fine is the greater of \$1000 or .4% of the building value submitted on the building permit application for each month (or part thereof) after 12 months the landscaping or conditions remain uncompleted.	See section 1140.60 for more information (including details about the security agreement option).
Security Deposit / Security Agreement for Performance of Conditions of a Variance or Conditional Use Permit Grant	1140.60 1150.20 1155.17	Security Deposits / Agreements must be approved by the city council. If approved, the city council shall set the fee amount.	See sections 1150.20 (conditional use permits) or 1155.17 (variances) for more information (including details about the security agreement option).
Sewer Fees:			
Lateral Connection Fee		\$5,120	Per instance
Sewer Access Charge (SAC)		As set by the Metropolitan Council, plus \$200	
Cap Fee		\$100	Per instance
Re-Connection Fee		\$100	Per instance
Repair Permit Fee		\$75	Per instance
Residential Rate	310.56	\$65 per residential sanitary service unit	Quarterly
Commercial Rate	310.56	\$65 per commercial sanitary service unit	Quarterly
Sewer / Recycling / Stormwater Delinquent Accounts:			
Late Fee	310.56, 311.00 & 475.30	3% of the delinquent amount per quarter (12% annually).	Certified to county annually.
Assessment Amounts	310.56, 311.00 & 475.30	The total delinquent amount including late fees, plus 12% per year once certified to the county, in addition to any fees charged by the county.	Certified to county annually.
Showcase Event Permit	450.25	\$250 per event, plus proof of insurance: \$300,000 per person, \$500,000 per incident, \$50,000 property damage.	
Sign Permit: Temporary	1140.40	\$50	Valid for 30 days. Limit 6 per year.
Stormwater Management Utility Fee:			
Residential	525.00	\$19	Quarterly
Commercial	525.10(3)	3 x current residential rate	Quarterly
Street Excavation Permit	640.30	\$200	Per site
Subdivision-Related Fees:			
Simple Subdivision Fee	600.07	\$400 plus consultant / contract service provider expenses incurred by the city as they exceed the base fee amount.	
Preliminary Plat Application Fee	600.10	\$500 plus consultant / contract service provider expenses incurred by the city as they exceed the base fee amount.	
Final Plat Application Fee	600.15	\$500 plus park fund fee and consultant / contract service provider expenses incurred by the city as they exceed the base fee amount.	
Park Dedication Fee	600.35	8% of the assessor's land valuation for the entire parcel prior to subdivision on January 2 of the year of the final plat application.	
Tobacco License	415.04	\$100	Annual
Tree Contractor License	435.00 & 1140.80	\$50	Annual. Proof of insurance also required: workers compensation insurance and liability insurance in the amounts of \$500,000 for injury or death of any one person,

			\$500,000 for injury or death of more than one person in any one accident, and \$100,000 for damage to property.
Tree Removal Fees:			
Tree Removal Conditional Use Permit Shore / Bluff Impact Zone	1140.80	\$100	Per application
Exceed Permitted Tree Harvest	1140.80	\$100	Maximum of 5 significant trees
Tree Removal / Construction-Related (see building-related fees)	1140.80	\$250	Home Addition: Remove up to 10% of trees. New Construction: Remove up to 20% of trees. Tree preservation plan required for both.
Zoning-Related Fees:			
Code Amendment Application Fee	1160.05	\$400 plus consultant and contract service provider expenses incurred by the city as they exceed the base fee amount	Per application
Conditional Use Permit Application Fee	1150.15	\$400 plus consultant and contract service provider expenses incurred by the city as they exceed the base fee amount	Per application
Misc. Administrative Review Fee	Chapter 11	\$200 plus consultant and contract service provider expenses incurred by the city as they exceed the base fee amount	Per application
Preliminary Administrative Plan Review Fee	1105.00	\$200	Per instance
Shoreland Compliance Review Fee	1176.03	\$200	Per application. Paid only once if paid at variance or CUP application prior to building permit application. Signage CUP applications are exempt from paying the Shoreland Compliance Review Fee.
Variance Application Fee	1155.25	\$400 \$450 plus consultant and contract service provider expenses incurred by the city as they exceed the base fee amount	Per application
Variance Extension	1155.10(9)	1st 1-year extension: \$50 (approved by zoning administrator). Subsequent 1-year extensions: \$350 (approved by city council).	

2017 CERTIFIED CITY LEVY PER PERSON

Hennepin County Lake Minnetonka Cities

	2017 Certified Levy	2015 Population	2017 Certified Levy Per Person
Minnetonka Beach	\$957,801	551	\$1,738
Wayzata	\$4,612,184	4564	\$1,011
Greenwood	\$638,999	702	\$910
Woodland	\$357,304	460	\$777
Tonka Bay	\$1,094,944	1509	\$726
Orono	\$5,205,230	7474	\$696
Shorewood	\$5,180,996	7458	\$695
Minnetonka	\$35,657,801	51647	\$690
Excelsior	\$1,434,540	2262	\$634
Minnetrista	\$4,289,150	7029	\$610
Mound	\$5,592,785	9209	\$607
Spring Park	\$1,027,143	1713	\$600
Deephaven	\$2,121,916	3727	\$569

Certified Levy Source: www.co.hennepin.mn.us, Taxing District Information

Population Source: www.metrocouncil.org, Data & Maps, Download Data, Population and Household Estimates

Updated 03-23-17

Tax Capacity Formula & Tax Rate Comparison for Taxes Payable in 2017

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

The above tax capacity formula is determined by the state and the multipliers are the same for every property in the state. To calculate your property's **tax capacity**, simply replace the **bold** number on the first line of the above formula with your property's **2016 estimated market value (EMV)**. The tax capacity number in yellow then is automatically inserted into the below spreadsheet and multiplied times the county, school, city, and misc **tax rates** to calculate the total **2017 taxes** for your property (Greenwood line if you live in Greenwood) and compares your taxes to the taxes paid by properties with the same EMV in other cities. **The tax rate is the same for every property in a jurisdiction.** The tax rate is determined by taking the total budgeted levy and dividing it by the total tax capacity for all properties in a jurisdiction. In other words, **when property values decline, tax rates will increase** so the total amount collected matches the budgeted levy amounts. Conversely, **when property values increase, tax rates decrease or do not increase as much** to match the budgeted levy amounts. The tax rates for **2018** will not be known until budgets / levies are set in the fall. Since property values increased county wide, it is likely that the tax rates will decrease for taxes collected in **2018, so this sheet will NOT work for calculating your 2018 taxes.**

	HENNEPIN COUNTY TAXES			MTKA SCHOOL DISTRICT TAXES						CITY TAXES			MISC TAXES: Hennepin Parks, Met Council, Watershed, etc.			TOTAL	
	COUNTY Tax Rate	Tax Capacity	Total COUNTY Taxes	SCHOOL Tax Rate	Tax Capacity	Subtotal SCHOOL Taxes	SCHOOL Referendum Tax Rate*	EMV	Subtotal SCHOOL Ref Taxes	Total SCHOOL Taxes	CITY Tax Rate	Tax Capacity	Total CITY Taxes	MISC Tax Rate	Tax Capacity	Total MISC Taxes	Total PROPERTY Taxes
Minnetonka	44.087%	\$8,125	\$3,582	22.77000%	\$8,125	\$1,850	0.29966%	\$750,000	\$2,247	\$4,098	36.564%	\$8,125	\$2,971	11.057%	\$8,125	\$898	\$11,549
Eden Prairie	44.087%	\$8,125	\$3,582	22.77000%	\$8,125	\$1,850	0.29966%	\$750,000	\$2,247	\$4,098	32.667%	\$8,125	\$2,654	11.057%	\$8,125	\$898	\$11,232
Shorewood	44.087%	\$8,125	\$3,582	22.77000%	\$8,125	\$1,850	0.29966%	\$750,000	\$2,247	\$4,098	29.450%	\$8,125	\$2,393	11.057%	\$8,125	\$898	\$10,971
Excelsior	44.087%	\$8,125	\$3,582	22.77000%	\$8,125	\$1,850	0.29966%	\$750,000	\$2,247	\$4,098	28.802%	\$8,125	\$2,340	11.057%	\$8,125	\$898	\$10,918
Tonka Bay	44.087%	\$8,125	\$3,582	22.77000%	\$8,125	\$1,850	0.29966%	\$750,000	\$2,247	\$4,098	17.685%	\$8,125	\$1,437	11.057%	\$8,125	\$898	\$10,015
Greenwood	44.087%	\$8,125	\$3,582	22.77000%	\$8,125	\$1,850	0.29966%	\$750,000	\$2,247	\$4,098	17.033%	\$8,125	\$1,384	11.057%	\$8,125	\$898	\$9,962
Deephaven	44.087%	\$8,125	\$3,582	22.77000%	\$8,125	\$1,850	0.29966%	\$750,000	\$2,247	\$4,098	15.664%	\$8,125	\$1,273	11.057%	\$8,125	\$898	\$9,851
Woodland	44.087%	\$8,125	\$3,582	22.77000%	\$8,125	\$1,850	0.29966%	\$750,000	\$2,247	\$4,098	10.169%	\$8,125	\$826	11.057%	\$8,125	\$898	\$9,404

Greenwood Percent of \$1

36.0%

41.1%

13.9%

9.0% 100.0%

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

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

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

Sheet updated 03-20-17

TAX RATE HISTORY

Tax rates are calculated by taking the total budgeted levy and dividing it by the total tax capacity derived from assessed estimated market values (EMVs) for all properties in a jurisdiction from the previous year. For instance, Greenwood's budgeted levy has had ZERO increases since 2010. So when Greenwood's EMVs decreased in 2009 to 2013, the city's tax rate increased in 2010 to 2014 in order to collect the same budgeted levy amount. Conversely, when Greenwood's EMVs increased in 2014 to 2016, the city's 2015 to 2017 tax rates decreased to collect the same budgeted levy amount. Note: Even though the county increased their budgeted levy for 2015 & 2016, their 2015 & 2016 tax rates decreased, because the countywide EMVs increased more than the budgeted levy increases.

	2010 Tax Rates Based on 2009 EMVs	2011 Tax Rates Based on 2010 EMVs	2012 Tax Rates Based on 2011 EMVs	2013 Tax Rates Based on 2012 EMVs	2014 Tax Rates Based on 2013 EMVs	2015 Tax Rates Based on 2014 EMVs	2016 Tax Rates Based on 2015 EMVs	2017 Tax Rates Based on 2016 EMVs
Hennepin County	41.945%	45.840%	48.231%	49.461%	49.959%	46.398%	45.356%	44.087%
Mtka School Dist	18.657%	21.274%	23.015%	24.487%	24.374%	25.093%	22.887%	22.770%
Greenwood	17.936%	19.107%	20.336%	20.897%	22.246%	19.819%	18.963%	17.033%

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

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

Updated 03-23-17



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, July 5, 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, and Bob Quam

Members Absent: Councilman Tom Fletcher

Staff Members Present: City Engineer Dave Martini

Motion by Kind to approve the agenda. Second by Quam. Motion passed 4-0.

2. CONSENT AGENDA

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

Motion by Kind to approve the consent agenda items. Second by Cook. Motion passed 4-0.

3. MATTERS FROM THE FLOOR

None

4. PRESENTATIONS, REPORTS, GUESTS, AND ANNOUNCEMENTS

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

Motion by Cook that the city council approves the \$433,814.75 bid from Ohmann Brothers for 2017 road, drainage, and park improvement projects with (1) \$106,892.84 for Meadville Street reconstruction / resurfacing paid from the Road Improvement Fund, (2) \$95,024.90 mill and overlay of Minnetonka Blvd between West Street and Lodge Lane paid from the Road Improvement Fund, (3) \$36,834.25 of the \$54,964.25 cost for reconstruction of the north leg of Covington Street paid from the Road Improvement Fund and the remaining \$18,130 for improvements to convey water to the Greenwood Park pond expansion paid from the Special Project Fund, (4) \$132,754 for Greenwood Park Improvements paid from the Special Project Fund and Park Fund, (5) \$8,420 for drainage improvements on private property west of Fairview Street and \$35,758.57 for drainage improvements on private property south of St. Alban's Bay Road paid from the Stormwater Special Revenue Fund; and authorizes the (A) transfer of \$13,100 from the Sewer Enterprise Fund #602-43200-720 to the Stormwater Special Revenue Fund #502-3440 and (B) transfer from General Fund reserves #101-49000-720 to the Road Improvement Fund #404-36230 if needed. Second by Quam. Motion passed 4-0.

B. Announcement: Worksession at 5:30pm on 08-02-17 for Discussion with Assessors, Potential Lot Size Ordinance, 2018 Budget

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

C. Night to Unite, 08-01-17, (contact Laura Holtan 952-960-1643 lholtan@southlakepd.com to have a police officer visit your gathering)

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

D. Tour de Tonka, 08-05-17 (expect delays, visit www.tourdetonka.org to participate or volunteer)

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

5. PUBLIC HEARINGS

A. None

6. ACTION RELATED TO PUBLIC HEARINGS

A. None

7. PLANNING & ZONING ITEMS

A. None

8. UNFINISHED BUSINESS

None

9. NEW BUSINESS

A. Consider: Res 16-17, Dock Setback Encroachment Agreement, Katherine & Mark Krezowski, 5130 Meadville St
Mark Krezowski, 5130 Meadville Street stated that he and his wife maintain the fire lane, that he is supportive of others in the community using the fire lane for enjoyment, and he is concerned that the fire lane has pitted neighbors against neighbors. He stated he would prefer to keep the current configuration where the dock is perpendicular to the angled shoreline rather than parallel to his property lines extended into the water, but that he could pivot the dock to comply with the Lake Minnetonka Conservation District's (LMCD) requirement for a 5ft setback from the property line extended into the water. He also stated that he will be seeking a variance from the LMCD to place his seaplane buoy in front of his own property but outside of his authorized dock use area.

Joe Fronius, 5140 Meadville Street stated that he also has helped maintain the fire lane over the years and that his dock is parallel to his property line extended into the water.

Jan Gray, 5170 Meadville Street stated that the fire lane is a jewel to the community and that she is concerned a precedent would be set if the council approves a dock encroachment agreement.

Matt Gallagher 21775 Fairview Street stated that he does not support the Krezowski's request for a dock encroachment and expressed concern that the fire lane is not accessible the way it is.

Mary Thacker 21915 Fairview Street stated that she supports having fire lanes at city amenities, that she enjoys using the bench at the other fire lane located between 5050 & 5060 Meadville Street, and she supports a bench being installed at the fire lane located between 5120 & 5130 Meadville Street.

Councilman Cook, in response to a question about the city planting arborvitae trees to delineate the side property lines of the fire lane between 5120 & 5130 Meadville Street, stated that the arborvitae trees planted along the side property lines at the fire lane between 5050 & 5060 Meadville Street were planted by the adjacent property owners. He further explained that in Greenwood, as in most cities, the adjacent property owners are expected to maintain the boulevard (the unpaved right-of-way between the property line and the street surface) however they deem appropriate. So it is appropriate for the Krezowskis to mow the boulevard between their side property line and the street pavement. The lakeshore portion of the city-owned fire lanes are the city's responsibility to maintain.

Mayor Kind noted that the Lake Minnetonka "precedent" of a seaplane buoy / dock encroachment next to a fire lane in Tonka Bay was not approved by the city of Tonka Bay, and the LMCD has no record of approving the seaplane buoy or dock encroachment.

Motion by Cook that the city does not authorize any encroachments into the setbacks for the city's fire lanes and puts a copy of this motion into the files of all properties abutting fire lanes. Second by Conrad. Motion failed 2-2 with Quam and Kind voting nay because they supported taking action only on Krezowski's request.

Motion by Kind that the city council (1) denies the request for a dock setback encroachment agreement for Katherine and Mark Krezowski, 5130 Meadville Street; and (2) directs that a copy of this motion be sent to the executive director of the Lake Minnetonka Conservation District. Second by Quam. Motion passed 3-1 with Cook voting nay.

- B. Consider: Res 17-17, Transferring Local Board Duties to the County Board
Motion by Quam that the city council continue discussion regarding transferring Local Board duties to the County Board to the 08-02-17 city council meeting. Second by Conrad. Motion passed 4-0.
- C. Consider: Res 18-17, Accepting Donation from Al & Mary McQuinn for Greenwood Park Project
Motion by Kind that the city council continue action regarding accepting a donation from Al & Mary McQuinn for the Greenwood Park project to the 08-02-17 city council meeting. Second by Conrad. Motion passed 4-0.

10. OTHER BUSINESS

- A. None

11. COUNCIL REPORTS

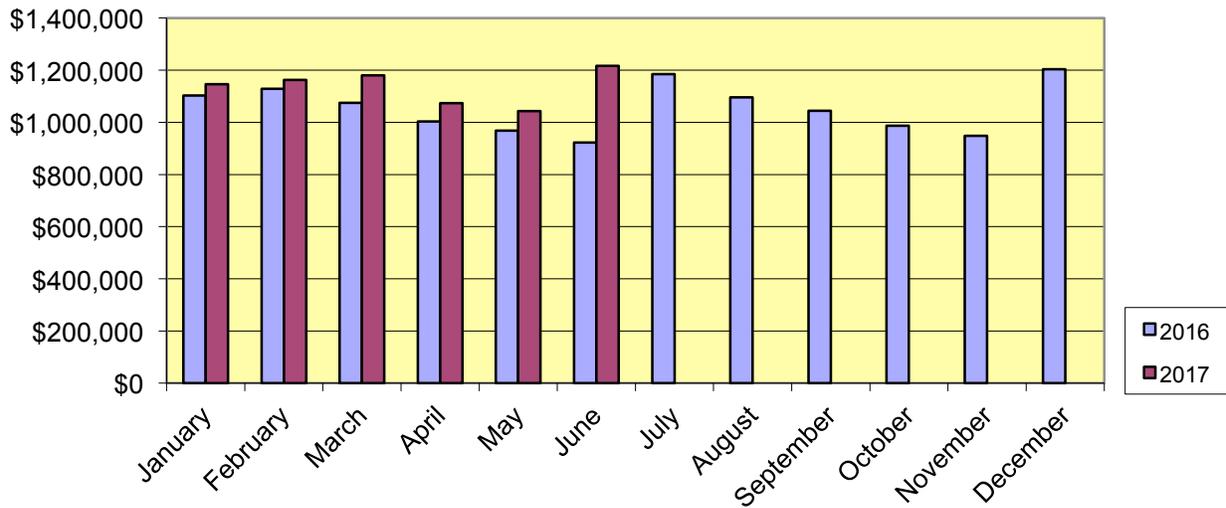
- A. Conrad: Planning Commission
No report, since the planning commission did not meet in June.
- B. Cook: Lake Minnetonka Conservation District, Public Works Committee
No council action taken. View discussion at LMCC-TV.org.
- C. Fletcher: Lake Minnetonka Communications Commission, Fire, Administrative Committee
No report, since Fletcher was not at the meeting.
- D. Kind: Police, Administrative Committee, Mayors' Meetings, Website
Motion by Cook to authorize the mayor to send a letter to the Minnehaha Creek Watershed District based on the proposed draft written by Councilman Fletcher to comment on the MCWD's capital improvement plan. Second by Quam. Motion passed 4-0.
- E. Quam: Minnetonka Community Education, Public Works Committee
No council action taken. View discussion at LMCC-TV.org.

12. ADJOURNMENT

Motion by Cook to adjourn the meeting at 8:51pm. Second by Kind. Motion passed 4-0.

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).

City of Greenwood Monthly Cash Summary



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	\$1,216,488	\$173,551	\$294,406
July	\$1,184,900		-\$1,216,488	-\$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	\$14,032
Bridgewater Bank Checking	\$38,752
Alerus Bank Money Market	\$562,581
Bridgewater Bank Money Market	\$12,150
Bridgewater Bank CD's	\$588,973
	\$1,216,488

ALLOCATION BY FUND

General Fund	\$167,227
Special Project Fund	\$180,700
General Fund Designated for Parks	\$16,756
Bridge Capital Project Fund	\$166,365
Road Improvement Fund	\$236,802
Stormwater Fund	\$31,088
Sewer Enterprise Fund	\$327,375
Marina Enterprise Fund	\$90,175
	\$1,216,488

GREENWOOD CERTIFICATES OF DEPOSIT

Report Date: 6/30/17

Acct #	Bank	Date	Term	Maturity	Rate	Amount
10110408	Bridgewater Bank	07/11/16	13 month	08/11/17	1.00%	\$ 60,602.24
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%	\$ 62,224.28
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%	\$ 80,397.20
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%	\$ 80,199.45
101-10413	Bridgewater Bank	05/11/16	13 month	09/12/18	1.00%	\$ 62,376.15
TOTAL						\$ 588,973.22

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.

Check Issue Date(s): 07/01/2017 - 07/31/2017

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
07/17	07/11/2017	12824	51	BOLTON & MENK, INC.	404-20100	24,545.00
07/17	07/11/2017	12825	762	CATALYST GRAPHICS INC	101-20100	77.50
07/17	07/11/2017	12826		Information Only Check	101-20100	.00 V
07/17	07/11/2017	12827	9	CITY OF DEEPHAVEN	101-20100	16,536.93
07/17	07/11/2017	12828	586	CIVIC SYSTEMS, LLC	101-20100	1,084.00
07/17	07/11/2017	12829	52	EXCELSIOR FIRE DISTRICT	101-20100	32,443.92
07/17	07/11/2017	12830	68	GOPHER STATE ONE CALL	602-20100	58.05
07/17	07/11/2017	12831	789	HENNEPIN COUNTY TREASURER	101-20100	2.00
07/17	07/11/2017	12832	850	KENNEDY, GRAVEN, CHARTERED	101-20100	577.50
07/17	07/11/2017	12833	886	KENNETH N. POTTS, P.A.	101-20100	400.00
07/17	07/11/2017	12834	255	LMC INSURANCE TRUST	101-20100	200.00
07/17	07/11/2017	12835	105	METRO COUNCIL ENVIRO SERVICES	602-20100	2,592.38
07/17	07/11/2017	12836	867	RANDY'S ENVIRONMENTAL SERVICES	101-20100	6,299.71
07/17	07/11/2017	12837	38	SO LAKE MINNETONKA POLICE DEPT	101-20100	26,110.50
07/17	07/11/2017	12838	855	SOUTHWEST NEWSPAPERS	404-20100	209.00
07/17	07/11/2017	12839	868	ST ALBANS BAY LAKE IMPROVEMENT	101-20100	11,856.50
07/17	07/11/2017	12840	145	XCEL ENERGY	101-20100	262.56
Totals:						<u>123,255.55</u>

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt
BOLTON & MENK, INC.					
51	BOLTON & MENK, INC.	0205117	2017 MISC DRAINAGE	06/29/2017	234.00
		0205118	2017 MISC ENGINEERING	06/29/2017	440.00
			2017 MISC ENGINEERING		204.00
			2017 MISC ENGINEERING		60.00
		0205122	2017 STREET IMPROVEMENTS	06/29/2017	14,380.50
		0205123	GRWD/COVINGTON IMPROVEMENTS	06/29/2017	9,226.50
	Total BOLTON & MENK, INC.				<u>24,545.00</u>
CATALYST GRAPHICS INC					
762	CATALYST GRAPHICS INC	18244	CITY NEWSLETTER	06/26/2017	77.50
	Total CATALYST GRAPHICS INC				<u>77.50</u>
CITY OF DEEPAHVEN					
9	CITY OF DEEPAHVEN	JULY 2017	RENT & EQUIPMENT	07/01/2017	487.45
			Postage		165.86
			COPIES		76.10
			SEWER		1,237.25
			WEED/TREE/MOWING		2,265.97
			STREETS		190.40
			Clerk Services		4,083.30
			ZONING		211.89
			LIFT STN BATTERIES		133.80
			2nd Quarter Building Permits		7,642.73
			DPVN CK DEP TO GRWD IN ERROR		42.18
	Total CITY OF DEEPAHVEN				<u>16,536.93</u>
CIVIC SYSTEMS, LLC					
586	CIVIC SYSTEMS, LLC	CVC15537	Semi-Annual Support Fee	07/05/2017	1,084.00
	Total CIVIC SYSTEMS, LLC				<u>1,084.00</u>
EXCELSIOR FIRE DISTRICT					
52	EXCELSIOR FIRE DISTRICT	3RD QTR 2017	3rd qtr buildings	07/01/2017	13,771.63
			3rd qtr operations		18,672.29
	Total EXCELSIOR FIRE DISTRICT				<u>32,443.92</u>
GOPHER STATE ONE CALL					
68	GOPHER STATE ONE CALL	7060410	Gopher State calls	06/30/2017	58.05
	Total GOPHER STATE ONE CALL				<u>58.05</u>
HENNEPIN COUNTY TREASURER					
789	HENNEPIN COUNTY TREASURE	STMT 767	PINS PROGRAM	06/15/2017	2.00
	Total HENNEPIN COUNTY TREASURER				<u>2.00</u>
KENNEDY, GRAVEN, CHARTERED					
850	KENNEDY, GRAVEN, CHARTERED	05 31 17	LEGAL SERVICES	05/31/2017	577.50
	Total KENNEDY, GRAVEN, CHARTERED				<u>577.50</u>
KENNETH N. POTTS, P.A.					
886	KENNETH N. POTTS, P.A.	06 30 17	LEGAL SVCS	06/30/2017	400.00

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt
	Total KENNETH N. POTTS, P.A.				400.00
LMC INSURANCE TRUST					
255	LMC INSURANCE TRUST	06 27 17	Worker's Comp. Ins.	06/27/2017	200.00
	Total LMC INSURANCE TRUST				200.00
METRO COUNCIL ENVIRO SERVICES					
105	METRO COUNCIL ENVIRO SERV	0001070383	Monthly wastewater Charge	07/06/2017	2,592.38
	Total METRO COUNCIL ENVIRO SERVICES				2,592.38
RANDY'S ENVIRONMENTAL SERVICES					
867	RANDY'S ENVIRONMENTAL SEF	JUNE 2017	SPRING CLEAN UP DAY RECYCLING SERVICES	06/19/2017	4,671.46 1,628.25
	Total RANDY'S ENVIRONMENTAL SERVICES				6,299.71
SO LAKE MINNETONKA POLICE DEPT					
38	SO LAKE MINNETONKA POLICE	JULY 2017	2017 OPERATING BUDGET EXP	07/01/2017	15,196.00
		JULY 2017	3rd quarter lease	07/01/2017	10,914.50
	Total SO LAKE MINNETONKA POLICE DEPT				26,110.50
SOUTHWEST NEWSPAPERS					
855	SOUTHWEST NEWSPAPERS	JUNE 2017	LEGAL NOTICE	06/30/2017	209.00
	Total SOUTHWEST NEWSPAPERS				209.00
ST ALBANS BAY LAKE IMPROVEMENT					
868	ST ALBANS BAY LAKE IMPROVE	JULY 2017	SPECIAL ASSMT REV	07/01/2017	11,856.50
	Total ST ALBANS BAY LAKE IMPROVEMENT				11,856.50
XCEL ENERGY					
145	XCEL ENERGY	06 23 17	LIFT STATION #1	06/23/2017	40.74
			LIFT STATION #2		37.61
			LIFT STATION #3		35.85
			LIFT STATION #4		40.36
			LIFT STATION #6		86.69
			4925 MEADVILLE STREET *		8.65
			SIREN		4.02
			Sleepy Hollow Road *		8.64
	Total XCEL ENERGY				262.56

Total Paid: 123,255.55

Total Unpaid: -

Grand Total: 123,255.55

Pay Per Date	Jrnl	Check Date	Check Number	Payee	Emp No	Description	GL Account	Amount
08/01/17	PC	08/01/17	8011701	CONRAD, KRISTI	39		001-10100	277.05
08/01/17	PC	08/01/17	8011702	COOK, WILLIAM B.	37		001-10100	277.05
08/01/17	PC	08/01/17	8011703	Fletcher, Thomas M	33		001-10100	177.05
08/01/17	PC	08/01/17	8011704	Kind, Debra J.	34		001-10100	415.57
08/01/17	PC	08/01/17	8011705	Quam, Robert	32		001-10100	277.05
Grand Totals:								<u>1,423.77</u>



Agenda Number: 2F

Agenda Date: 08-02-17

Prepared by Deb Kind

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

Summary: Every August the council is asked to determine when public comment will be taken regarding the budget and authorize the city clerk to send the information to the county. The information will be published in the property tax mailing sent out by the county. The council routinely sets the budget comment date at the January council meeting at same time other key dates are set for the year. December 6, 2017 at 7pm (regular city council meeting) was the date set by the council. The council needs to authorize the clerk to send this information to the county.

Council Action: Required. Suggested motion ...

I move the council authorizes the city clerk to send the following information to Hennepin County regarding the opportunity for the public comment regarding the city's 2018 budget: 7pm, Wednesday, December 6, 2017, Deephaven Council Chambers, 20225 Cottagewood Rd, Deephaven, MN 55331, phone 952.474.6633.



CONNECTING & INNOVATING
SINCE 1913

LIABILITY COVERAGE – WAIVER FORM

LMCIT members purchasing coverage must complete and return this form to LMCIT before the effective date of the coverage. Please return the completed form to your underwriter or email to pstech@lmc.org

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

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

- *If the member does not waive the statutory tort limits*, an individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits apply regardless of whether the city purchases the optional excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could potentially recover up to \$2,000,000 for a single occurrence. (Under this option, the tort cap liability limits are waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2 million.) The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

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

CITY OF GREENWOOD

LMCIT Member Name

Check one:

The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04.

The member **WAIVES** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04 to the extent of the limits of the liability coverage obtained from LMCIT.

Date of city council/governing body meeting 8/2/17

Signature _____

Position CITY CLERK



Agenda Number: **4A**

Agenda Date: **08-02-17**

Prepared by Deb Kind

Agenda Item: 2018 Excelsior Fire District Budget

Summary: Excelsior Fire District Chief Scott Gerber will attend the 08-02-17 council meeting to answer questions regarding the EFD's proposed 2018 budget (see attached files). The budget calls for an overall 4.03% increase in contributions from the cities. However, since EFD contributions are based solely on tax capacity and Greenwood's property values increased more than some of the other EFD cities, the proposed budget means that Greenwood will have an overall 8.91% increase (7.02% increase in operations and a 11.47% increase for facilities / capital costs). The budget uses the latest tax capacity numbers posted on the county website. Note: The tax capacity number for Shorewood is lower than the amount shown on the county website, because it does not include the tax capacity for the properties located on the islands served by Mound FD.

	2017 Budget	2018 Budget	% Change
Fire Protection - Operations	74,689	79,930	7.02%
Fire Side Lease - Facilities	55,087	61,405	11.47%
	129,776	141,335	8.91%

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

1. I move the Greenwood city council approves the 3rd draft of the 2018 Excelsior Fire District operating budget and facilities / capital budget as presented.
2. Other motion ???



2018

3rd DRAFT

Proposed / Requested

**CIP and Operating
Budget**

June 8, 2017



Excelsior Fire District

Proudly serving the Communities of:

Deephaven-Excelsior-Greenwood-Shorewood-Tonka Bay

24100 Smithtown Road

Shorewood, MN. 55331

DRAFT Proposed / Requested 2018 Budget Foot Notes

June 8, 2017

- **Requested 2018 Budget Footnotes**

The following footnotes help to identify significant changes for 2018 as proposed in the budget.

- **Staffing – staffing is a main impact area for budget increases in 2018.**
 - Maintain Full-time Staffing as currently operating
 - Fire Chief
 - Fire Marshal
 - Administrative Specialist - Shared Services with the City of Chanhassen
 - Maintain Part-time Staffing as currently operating
 - Part-time Fire Inspector (Special Events focused)
 - Paid on Call Staffing
 - Retain and Recruit to staff at maximum of 50 firefighters
 - Maintain the utilization of the Duty Officer
 - Chief Officers, and select firefighters are operate this position on a 24 hour a day basis to cover the Fire District.
 - Increase the daily coverage rate from \$50/day to \$75/day in order to help offset the costs of these selected people staying available in the Fire District for this period of time.
 - Transition Duty Crew to 18 hours per week from 10 hours per week
 - The Duty Crew staffing model was discussed and recommended by all EFD Chief Officers.
 - The focus to continue to grow the Duty Crew model vs. other models that were evaluated.
 - We will continue to evaluate all staffing options moving forward.
- **Main Budget impacts for 2018**
 - Increase Worker's Compensation Costs to reflect LMC costs increases (\$28,000)
 - Increase Audit specific line item to correctly reflect and capture all EFD audit costs (\$15,025)
 - Replace 8 portable radios that are at end of life operations (\$5,760)
 - This will be per year for 7 years total
 - We will need to add another \$5,760 next year to replace the remaining 8 radios. This number will also run for 7 years total.
 - Restore purchasing 5 sets of Turnout Gear replacement (\$9,000)
 - Maintain computer replacement plan at 2 computers (\$2,145)
 - Restore EFD staff numbers to attend FDIC to previous year's numbers (\$3,000)
 - Restore the purchase of one (1) 4 Gas monitor (\$850)
 - Restore the purchase of one (1) cold water rescue suit (\$700)

- **Excelsior Fire District will continue to be Tax Exempt in 2018**
 - Still will need at least 1 full year to better determine actual line item impacts.

- **Building Maintenance Fund**
 - Established specific Fund to allow for adequate funding mechanisms for the building maintenance projects
 - A \$24,000 transfer will be placed in this Fund in 2018.
 - Building maintenance projects are identified in the building maintenance plan

- **Capital Equipment Fund**
 - No Change to the \$170,000 contribution
 - Aerial 11 replacement for 2018 in the plan.
 - Updated replacement time periods for Rescue 12 and Rescue 21

Excelsior Fire District

3rd DRAFT Proposed / Requested - June 8, 2017

Budget FY 2018
Comparison with Previous Years

Account Code	Object Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Actual Budget	2017 Approved Budget	2018 Requested Budget	2018 Requested Dollar increase	Percent Change From 17 Adopted
Fund 230	FIRE OPERATING FUND								
Dep't 42200	Fire Operations								
Personal Services									
230-42200-101	Employees Regular	144,374	152,571	161,269	214,302	213,141	218,491	5,350	2.51%
230-42200-103	Part-Time Employees	16,321	16,886	22,328	6,614	6,043	5,846	(197)	-3.26%
230-42200-106	Firefighter's Salaries	150,720	146,346	182,741	182,640	213,364	245,834	32,470	15.22%
230-42200-107	Fire Officer's Salaries	33,210	33,976	35,400	34,807	36,806	38,222	1,416	3.85%
230-42200-121	PERA	21,845	24,207	27,323	30,489	31,205	31,887	682	2.19%
230-42200-122	FICA/MC	11,957	17,578	19,711	22,650	25,383	28,159	2,776	10.94%
230-42200-129	State Aid	-	-	-	143,743	-	-	-	-
230-42200-131	Employer Paid Health	23,385	25,538	27,460	41,463	44,607	40,305	(4,302)	-9.64%
230-42200-133	Employer Paid Life Insuranc	23	23	12	18	18	18	-	0.00%
230-42200-151	Worker's Comp Insurance	25,239	22,276	22,571	25,799	26,500	28,000	1,500	5.66%
	Total Personal Services	427,074	439,401	498,815	702,525	597,067	636,762	39,695	6.65%
Pension									
230-42200-170	Firefighter Pension Contribu	27,529	-	-	-	-	-	-	-
Supplies									
230-42200-200	Office Supplies	3,730	4,112	2,832	2,703	3,720	3,800	80	2.15%
230-42200-212	Motor Fuels	14,003	13,758	9,567	9,405	14,000	13,000	(1,000)	-7.14%
230-42200-217	Clothing	26,850	24,906	34,090	22,775	25,500	28,750	3,250	12.75%
230-42200-220	Repair/Maint. Supplies	6,891	7,717	11,864	8,956	6,000	6,120	120	2.00%
230-42200-221	First Aid Supplies	3,160	6,397	2,878	4,363	2,300	2,340	40	1.74%
230-42200-222	Firefighting Supplies	18,239	19,018	14,852	13,693	10,700	10,900	200	1.87%
230-42200-241	Fire Prevention Tools	4,543	4,141	11,829	7,581	4,200	4,300	100	2.38%
	Total Supplies	77,416	80,049	87,912	69,476	66,420	69,210	2,790	4.20%
Professional Services									
230-42200-304	Legal	-	603	-	-	3,000	3,000	-	0.00%
230-42200-307	Fiscal Management Fees	16,000	16,000	16,480	16,975	18,000	18,540	540	3.00%
230-42200-311	Auditing	9,797	10,035	11,785	12,675	12,500	15,025	2,525	20.20%
230-42200-312	Refuse & Recycling Collecti	1,847	955	224	668	1,800	1,800	-	0.00%
230-42200-313	Janitorial Services	6,038	7,779	7,387	8,578	7,000	7,000	-	0.00%
230-42200-318	Medical Fees	6,312	6,481	9,158	11,337	7,000	7,000	-	0.00%
230-42200-319	Professional Services	25,579	22,317	52,510	26,407	30,845	30,845	-	0.00%
	Total Professional Services	65,573	64,170	97,544	76,640	80,145	83,210	3,065	3.82%
Other Services and Charges									
230-42200-321	Telephone/Communications	22,066	27,791	25,970	26,657	26,100	26,100	-	0.00%
230-42200-322	Postage	654	219	301	205	500	500	-	0.00%
230-42200-323	Radio Units	25,329	31,311	22,333	25,707	28,500	34,260	5,760	20.21%
230-42200-331	Conferences	5,795	5,544	6,126	4,477	4,000	4,850	850	21.25%
230-42200-332	Mileage	74	118	-	-	200	200	-	0.00%
230-42200-333	Meeting Expenses	5,134	3,624	3,845	3,937	4,000	4,000	-	0.00%
230-42200-334	Training & Schools	27,302	23,765	25,533	20,883	26,800	26,800	-	0.00%
230-42200-350	Printing & Publishing	1,272	701	1,112	892	1,100	1,100	-	0.00%
230-42200-360	Insurance	26,702	26,277	23,942	20,872	28,000	25,000	(3,000)	-10.71%
230-42200-381	Electric Utilities	34,658	32,097	33,582	33,418	33,400	33,400	-	0.00%
230-42200-383	Gas Utilities	12,814	15,409	10,604	7,821	13,000	13,000	-	0.00%
230-42200-386	Water and Sewer Utilities	999	864	1,254	1,038	1,100	1,100	-	0.00%
230-42200-401	Repairs & Maint. Contracte	35,392	43,161	37,185	30,963	42,625	28,250	(14,375)	-33.72%
230-42200-404	Repairs/Maint. Machinery/E	28,032	24,539	20,517	32,765	25,450	25,650	200	0.79%
230-42200-405	Fire Equipment Maintenanc	6,967	13,689	9,068	12,857	17,105	18,985	1,880	10.99%
230-42200-430	Misc Expenses (Bank)	843	1,186	1,434	1,025	1,220	1,220	-	0.00%
230-42200-433	Dues and Subscriptions	3,251	3,620	3,225	3,119	3,184	3,184	-	0.00%
230-42200-439	Contingency	-	-	-	-	-	-	-	-
	Total Other Services	237,284	253,915	226,031	226,636	256,284	247,599	(8,685)	-3.39%
	Total Operating Budget	834,876	837,535	910,302	1,075,277	999,916	1,036,781	36,865	3.69%
Capital Outlay									
230-42200-720	Building Fund Transfer	-	-	30,000	-	-	-	-	-
230-42200-720	Fire Relief Fund Transfer	-	-	30,000	5,000	-	-	-	-
230-42200-720	Fund Balance/ Reserve	-	-	-	-	-	-	-	-
	Building Imp Fund Transfer						24,000		
230-42200-720	Capital Equip Transfer	170,000	175,000	170,000	170,000	170,000	170,000	-	0.00%
230-42200-720	Fire Facilities Transfer	554,285	548,460	547,091	549,098	527,250	532,800	5,550	1.05%
	Total Capital Outlay	724,285	723,460	777,091	724,098	697,250	726,800	29,550	4.24%
	Totals Fund 230 Fire Operating	1,559,161	1,560,995	1,687,393	1,799,375	1,697,166	1,763,581	66,415	3.91%

Operating Revenue

34202	Municipal Contribution	1,532,895	1,568,508	1,560,827	1,635,079	1,642,618	1,708,762
	Shared Services Income	-	-	-	31,696	34,048	34,319
36210	Interest Income	1,073	1,124	2,432	1,500	2,000	2,000
36228	Refunds and Reimburseme	22,080	11,132	19,703	12,000	14,000	14,000
36230	Donations / Other Income	4,266	550	-	-	-	-
39203	Special Events	-	-	-	6,000	4,500	4,500
39203	Fund Transfers	27,529	-	-	-	-	-
	Total Revenue	<u>1,587,843</u>	<u>1,581,314</u>	<u>1,582,962</u>	<u>1,686,275</u>	<u>1,697,166</u>	<u>1,763,581</u>
	Balance	<u>28,682</u>	<u>20,319</u>	<u>(104,431)</u>	<u>(113,100)</u>	<u>-</u>	<u>-</u>
	Balance, January 1st	<u>316,769</u>	<u>345,451</u>	<u>365,770</u>	<u>261,339</u>	<u>148,239</u>	<u>148,239</u>
	Balance, December 31st	<u>345,451</u>	<u>365,770</u>	<u>261,339</u>	<u>148,239</u>	<u>148,239</u>	<u>148,239</u>
	Fund Balance %	<u>41.246</u>	<u>40.181</u>	<u>24.304</u>	<u>14.825</u>	<u>14.298</u>	

(2017 vs. 2018 Contribution) = 1,642,618 1,708,762 4.03%

City Contribution increase from 2017 88,144

EXCELSIOR FIRE DISTRICT
2018 DRAFT Proposed / Requested Operating Budget
June 8, 2017

CATEGORY

PERSONAL SERVICES

	Detail Item Amount		Line Item Total	Category Total
101 Employees Regular (Full-time)			218,491	
Fire Chief	111,926	2.00%		
Fire Marshal	61,200	2.00%		
Administrative Specialist	45,365	4.50%		
Full time Excelsior Fire (Contract to City of Chanhasseen for 20 hours per week)				
50% cost share	EFD Cost (\$21,705)			
21.81/hr x 40 hours per week				
103 Part Time employees				
PT Fire Inspector (May to October)	5,846		5,846	
21.65/hr x 10 hours per week				
27 weeks				
106 Firefighters Salaries			245,834	
Station 1 Call Pay				
\$12.75 x 390 x 15 x 1 hr	74,588	2.00%		
Station 2 Call Pay				
\$12.75 x 210 x 10 x 1 hr	26,775	2.00%		
All Call Pay				
\$12.75 x 50 x 20 x 1.5 hrs	19,125	2.00%		
Station 1 Drill Pay				
\$25.50 x 50 x 25	31,875	2.00%		
Station 2 Drill Pay				
\$25.50 x 50 x 12	15,300	2.00%		
Duty Officer Pay				
\$75 per day x 365	27,375	5.00%		
\$25.50 per call x 120	3,060			
Duty Crew Pay				
\$12.75 x 4 x 18 x 52	47,736			
107 Fire Officer's Salaries			38,222	
Assistant Chief	6,300	2.00%		
Battalion Chiefs (1)	9,069	2.00%		
Captains (5)	14,890	2.00%		
Apparatus Coordinator	2,203	2.00%		
Station Maintenance	1,000			
Coordinators (6)	4,760	2.00%		
121 PERA			31,887	
Chief	18,132			
Fire Marshal	9,914			
Administrative Specialist	3,402			
Part-time Fire Inspector	439			
122 FICA			20,787	
Firefighters	15,242			
PT Fire Inspector	362			
Administrative Specialist	2,813			
Fire Officers (10)	2,370			
123 Medicare			7,372	
Chief	1,623			
Fire Marshal	887			
PT Fire Inspector	85			
Firefighters	3,565			
Fire Officers (10)	554			
Administrative Specialist	658			
131 Health Insurance			40,305	
Chief	17,720	10%		
Fire Marshal	13,256	10%		
Administrative Specialist	7,724	10%		
Dental Insurance	1,605			
Fire Marshal, Admin Specialist				
133 Life Insurance			18	
Chief	6			
Fire Marshal	6			
Administrative Special	6			
151 Workers Compensation			28,000	
TOTAL PERSONAL SERVICES				636,762

CATEGORY

PENSION

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

Note: None required for 2018

CATEGORY									
SUPPLIES									
			Detail Item Amount			Line Item Total		Category Total	
200	Office Supplies					3,800			
212	Motor Fuels					13,000			
217	Clothing					28,750			
	Turnout Gear (5 sets)		9,000						
	Helmets (6)		1,000						
	ID for helmets		200						
	Hoods (10)		1,000						
	Gloves (10 pairs)		500						
	Boots (6 pairs)		1,400						
	Turnout Gear Cleaning		6,000						
	Turnout Gear Repair		1,800						
	Firefighter Uniforms (6)		1,650						
	Badges & Uniform Brass		800						
	Firefighter Work Uniforms (10)		1,600						
	Fire Inspector Uniforms		400						
	Duty Uniforms		500						
	Fire Chief Uniforms		400						
	Cold Water Rescue Suits (1)		700						
	Class A Uniforms		1,800						
220	Repair and Maintenance Supplies					6,120			
	Batteries		720						
	Culligan Water Station 1 & 2		700						
	Solar Salt Station 2		700						
	Small Tools		1,500						
	Vehicle and Station Supplies		2,500						
221	First Aid Supplies					2,340			
222	Fire Fighting Supplies/Tools					10,900			
	Fire Extinguisher Powder		450						
	Cartridge Refills		350						
	Oxygen Refills		2,000						
	Firefighting Foam		1,700						
	Extinguisher Refill		1,700						
	Small tools (Acct Tags, Saws, Wr		2,000						
	Hazmat Supplies		1,000						
	Hose		1,700						
241	Fire Prevention					4,300			
	Code Books		500						
	Open House		1,200						
	Supplies & Handouts		2,000						
	Sparky Costume Maintenance		200						
	Life Safety Video		300						
TOTAL SUPPLIES								69,210	
PROFESSIONAL SERVICES									
304	Legal					3,000			
307	Fiscal Management					18,540			
311	Auditing					15,025			
	District Audit (\$10,500), Northland Securities (\$1,525), Relief Actuarial - GASB Requirement (\$3,000)								
312	Refuse					1,800			
313	Janitorial					7,000			
318	Medical Fees					7,000			
319	Professional services					30,845			
	Recording Secretary		3,000						
	Computer Services		26,345						
	CISD		500						
	LMCC Recording Fees		1,000						
TOTAL PROFESSIONAL SERVICES								83,210	

CATEGORY							
OTHER SERVICES AND CHARGES							
		Detail Item Amount			Line Item Total		Category Total
321	Communications				26,100		
	Telephone	15,100					
	Cell Phones	4,350					
	Pagers (4 @ 475)	1,900					
	Pager Repair	1,700					
	Internet	1,450					
	MDC Air Cards	800					
	IPAD Connectivity	800					
322	Postage				500		
323	Radio Units				34,260		
	Hennepin County Radio Lease	32,760	(Repalce 8 portables - Lease Program)				
	Hennepin County Radio Repair	500					
	MDC Maintenance	1,000					
331	Conferences				4,850		
	Mn Fire Dept. Conference						
	Mn Fire Chief's Conference	1,200					
	I Chiefs Conference						
	Fire Department Instr. Conf.	3,000					
	Emergency Mgmt Conf.	400					
	Fire Inspectors Conference	250					
332	Mileage and Travel				200		
333	Meeting Expenses				4,000		
334	Training Expenses				26,800		
	Training Tower / Simulator	2,000					
	EMT (4 @ 1700)	6,800					
	EMT Refresher	5,400					
	FFI	2,000	(No longer fully funded by MBFTE Funds)				
	FFII	1,200					
	Haz-Mat Ops	2,000					
	Vo-Tech Schools	1,500					
	State Sectional Schools	-					
	Boat Training	300					
	Bloodborne/Right To Know	100					
	Training Aids	1,000					
	Support Staff training	300					
	Fire Chief Training	300					
	Fire Inspector Training	700					
	Blue Card ICS Training	2,700					
	Training Equipment	500					
350	Printing And Publishing				1,100		
	Call Sheets	425					
	Film & Developing	100					
	Stationary	350					
	Printer cartridges	225					
	Other Printing						
360	Insurance				25,000		
381	Electric Utilities				33,400		
383	Gas Utilities				13,000		
386	Water and Sewer Utilities				1,100		
401	Building Repair				28,250		
	Annual Maintenance	21,100					
	Sprinkler Alarm Inspection / Testing (Contractor Eval)	5,300					
	Elevator Inspection	1,850					
404	Repair And Maintenance Of Apparatus				25,650		
	Truck Repair	14,880					
	Pump Testing	1,720					
	Service	5,500					
	Major Repairs	2,700					
	Supplies	850					

CATEGORY						
OTHER SERVICES AND CHARGES (Cont.)						
		Detail Item Amount		Line Item Total		Category Total
405	Fire Equipment Maintenance			18,985		
	Compressor Service	1,500				
	Air	475				
	Gas Powered Equipment	500				
	SCBA Service	4,960				
	31 packs @\$160/per pack					
	Fit Testing					
	SCBA Flow Testing					
	SCBA Hydro Testing	2,000				
	SCBA Maintenance	1,000				
	Ladder Testing	2,000				
	Hose Testing	4,900				
	Air Monitor	850				
	Air Monitor Calibration	300				
	Maint. Agreement Fitness Room	500				
430	Misc Expenses			1,220		
	Bank Expenses	500				
	Payroll Direct Deposit Fees	720				
433	Dues And Subscriptions			3,184		
	Nat. Volunteer Fire Council	30				
	IAFC/INT Assoc Of Fire Chiefs	210				
	Int Assn Of Arson Investigators	50				
	NAFI	40				
	Mn State Fire Chiefs Assoc	130				
	ACFEI	130				
	MSFDA	355				
	Fire Marshals Assoc Of Mn (2)	70				
	NFPA					
	ACS Firehouse Solutions	730				
	Hennepin County Fire Chiefs	20				
	Hennepin County Fire Chiefs (FIT)	500				
	United Firefighters Assoc	30				
	Firehouse Magazine	30				
	Smoke Eater (22)	160				
	Lake Region Mutual Aid	75				
	Southwest Mutual Aid	100				
	Metro Fire Chief's	100				
	Fire Chiefs	74				
	Vol FF Benefit Association	350				
439	Contingency					
440	Fund Balance / Reserve					
TOTAL OTHER SERVICES AND CHARGES						247,599
TOTAL OPERATING BUDGET						1,036,781
CAPITAL OUTLAY						
560	Furniture And Equipment					
570	Office Equipment					
TOTAL CAPITAL OUTLAY						
CAPITAL TRANSFERS						
	Equipment Transfers			170,000		
	Building Improvement Fund Transfers			24,000		
	720 Facilities Transfers			532,800		
	* The Bond payment was increased from the 2017 amount of \$527,250 to \$532,800 in 2018.					
TOTAL CAPITAL TRANSFERS						726,800
TOTAL CAPITAL						726,800
TOTAL BUDGET AMOUNT						1,763,581
OPERATING REVENUE						
	230-34202 Municipal Contribution			1,708,762		
	230-34203 Shared Services - City of Chanhassen			34,319		
	230-36210 Interest income			2,000		
	230-36228 Refunds and Reimbursements			14,000		
	230-39203 Fire Relief Fund Transfer			-		
	Special Events			4,500		
TOTAL OPERATING REVENUES						1,763,581

***2018 Shared Services
Administrative Specialist
3rd DRAFT Proposed / Requested
June, 2017***

- a. Job Share with City of Chanhassen

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

 - c. Cost Considerations – Full Time
 - i. Salary \$ 45,365
 - ii. Benefits \$ 17,172
 - 1. PERA – 3402
 - 2. FICA – 2813
 - 3. Medicare – 658
 - 4. Insurance
 - a. Health – 9,724
 - b. Dental – 569
 - c. Life - 6
 - iii. Work Comp / Liability \$ 6,100
- \$ 68,637**
-
- TOTAL COST \$ 68,637**
-
- Excelsior Fire \$ 34,318.50**
- City of Chanhassen \$ 34,318.50**

***2018 Operating Budget
Future Full Time Staffing Considerations
June, 2017***

a. Consideration for Full Time Assistant Chief

i. Job Duties – Clear Definitions and Expectations

1. Training
2. Fire Inspections

ii. Task Impacts

1. Training Coordination
2. Fire Inspections
3. Residential Fire Sprinklers

iii. Chief impacts

1. Emergency Management

b. Cost Considerations

i. Salary	\$ 80,000
ii. Benefits	\$ <u>27,000</u>
	\$ 101,000

iii. Vehicle \$35,500

1. Purchase another command vehicle

TOTAL COST \$142,500

iv. Cost Savings

1. Elimination of Paid On Call Asst. Chief

1. \$6,300

2. Elimination of Paid on Call Training Battalion Chief

1. \$4,500

\$ 10,800

c. Consideration for Full Time Fire Technicians (4)

i. Job Duties – Clear Definitions and Expectations

1. Daytime Fire Duty Crew Coverage

2. Coordinator Functions

a. SCBA

b. Radio / Pager

c. Hazmat / LSU

d. Quartermaster

e. Boat and Water

f. Apparatus

g. Medical

h. Boat and Water

3. Assist with Fire Inspections

d. Cost Considerations Per Firefighter

i. Salary \$ 60,000

ii. Benefits \$ 18,000

\$ 78,000

e. Cost Considerations Overall

i. Salary \$ 240,000

ii. Benefits \$ 72,000

\$ 312,000

f. Cost Savings

i. Elimination of Coordinator Positions

i. \$4,700

TOTAL COST \$312,000

2018 Computer Cost projections
3rd DRAFT Proposed / Requested Budget
June, 2017

a. Computer Services –The costs included in this area include the following:

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

Total technology costs for 2018 \$26,345

***Building Maintenance
2018 Major Project Summary
3rd DRAFT Proposed / Requested
June, 2017***

Station 1

Carpet Replacement (Year 1 of 4)	\$ 8,908
Appliances (Kitchen and Wash Room)	\$ 5,000
Fitness Equipment	\$ 3,500

Station 2

Carpet Replacement (Year 1 of 4)	\$ 3,000
Fitness Equipment	\$ 1,500

Other Not Identified Future Projects

Signage update on County Road 19 side of building

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

Excelsior Fire District 3rd DRAFT Requested Budget 2018

Allocation by City using Joint Powers Agreement funding formula for 2018

\$966,364 Operating
\$742,398 Building

	<u>Tax Capacity Payable 2017</u>		<u>Sum of all</u>		<u>Cities' Calculated</u>		
	<u>Dollars</u>	<u>Percent</u>	<u>Factors</u>	<u>Per JPA</u>	<u>Operations</u>	<u>Facilities</u>	<u>Total</u>
Deephaven	\$13,550,795	29.46%	29.46%		\$284,685	\$218,706	\$503,390
Excelsior	\$5,563,659	12.10%	12.10%		\$116,885	\$89,796	\$206,681
Greenwood	\$3,804,611	8.27%	8.27%		\$79,930	\$61,405	\$141,335
Shorewood**	\$16,850,073	36.63%	36.63%		\$353,998	\$271,955	\$625,953
Tonka Bay	\$6,229,139	13.54%	13.54%		\$130,866	\$100,536	\$231,402
	<u>\$45,998,277</u>	<u>100%</u>	<u>100.00%</u>		<u>\$966,364</u>	<u>\$742,398</u>	<u>\$1,708,762</u>

(Using 2016 Hennepin County Assessors' valuations as of February 23, 2017)
xx -- Total 2016 Tax Capacity less reduction for The Islands served by the Mound FD.

Quarterly Billings

	<u>Quarterly Billings</u>		<u>Total</u>
	<u>Operations</u>	<u>Buildings</u>	
Deephaven	\$ 71,171.15	\$ 54,676.41	\$ 125,847.56
Excelsior	\$ 29,221.31	\$ 22,448.93	\$ 51,670.25
Greenwood	\$ 19,982.48	\$ 15,351.31	\$ 35,333.79
Shorewood**	\$ 88,499.53	\$ 67,988.74	\$ 156,488.28
Tonka Bay	\$ 32,716.53	\$ 25,134.10	\$ 57,850.62
			\$ 427,190.50

2018
3rd DRAFT Reqeusted Budget
Contribution with 2018 JPA Formula
Summary of Percentage Increase by City

2018 Formula						
2018 Operating Budget and \$170,000 Capital Transfer						
City	2016 Contribution	2017 Contribution	Increase	% Increase from 2016	2018 Proposed	Increase
Deephaven	\$ 466,247.00	\$ 488,979.00	\$ 22,732.00	4.88%	\$ 503,390.00	\$ 14,411.00
Excelsior	\$ 187,522.00	\$ 195,341.00	\$ 7,819.00	4.17%	\$ 206,681.00	\$ 11,340.00
Greenwood	\$ 131,842.00	\$ 129,776.00	\$ (2,066.00)	-1.57%	\$ 141,335.00	\$ 11,559.00
Shorewood	\$ 615,334.00	\$ 604,624.00	\$ (10,710.00)	-1.74%	\$ 625,953.00	\$ 21,329.00
Tonka Bay	\$ 234,134.00	\$ 223,898.00	\$ (10,236.00)	-4.37%	\$ 231,402.00	\$ 7,504.00
Total Contribution	\$ 1,635,079.00	\$ 1,642,618.00	\$ 7,539.00	0.46%	\$ 1,708,761.00	\$ 66,143.00
% Increase from 2017						4.03%
Tax Capacity Information						
City	2016 Values	2017 Values	\$ Change	% Change from 2016		
Deephaven	\$1,148,951,300	\$1,199,300,300	\$50,349,000	4.38%		
Excelsior	\$415,153,600	\$442,760,300	\$27,606,700	6.65%		
Greenwood	\$299,570,900	\$328,243,500	\$28,672,600	9.57%		
Shorewood	\$1,464,249,100	\$1,535,344,100	\$71,095,000	4.86%		
Tonka Bay	\$523,815,200	\$548,689,300	\$24,874,100	4.75%		
Totals	\$3,851,740,100	\$4,054,337,500	\$202,597,400	5.26%		
City	2014 Values	2015 Values	\$ Change	% Change from 2014		
Deephaven	\$932,295,900	\$1,041,027,400	\$108,731,500	11.66%		
Excelsior	\$329,511,400	\$377,139,600	\$47,628,200	14.45%		
Greenwood	\$260,846,200	\$288,673,400	\$27,827,200	10.67%		
Shorewood	\$1,316,947,400	\$1,408,894,800	\$91,947,400	6.98%		
Tonka Bay	\$480,836,200	\$516,966,900	\$36,130,700	7.51%		
Totals	\$3,320,437,100	\$3,632,702,100	\$312,265,000	9.40%		

**Excelsior Fire District
2018 - 2038
Building Projects Improvement Program**

3rd DRAFT Proposed / Requested June, 2017

Facility Items	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	
Beginning Building Maintenance Balance				0	56,548	29,923	23,664	18,375	24,059	6,959	794	5,098	423	12,925	#	10,770	20,324	35,925	21,605	26,213	33,344	42,511	32,223	14,884	3,959	(1,021)
Maintenance Items - Station 1																										
Roof Repairs	\$ 5,400																									
Landscaping	\$ 7,000					\$ 2,000					\$ 2,000								\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Painting	\$ 4,240	\$ 3,505					\$ 2,500					\$ 2,500				\$ 2,000					\$ 2,000					
TV replacement	\$ 1,500	\$ 1,000	\$ 1,000									\$ 1,500	\$ 1,500	\$ 1,500			\$ 2,500							\$ 2,500		
Caulking outside	\$ 1,500							\$ 2,000																		
Floor Sealing in Bays		\$ 22,000													\$ 3,000									\$ 4,000		
Concrete for station apron					\$ 50,000								\$ 8,000	\$ 8,000			\$ 15,000									
Seal Coating in parking lots				\$ 4,000				\$ 4,500																		
UPS Batteries / Replacement				\$ 8,375					\$ 9,020						\$ 5,000									\$ 5,500		
Carpet Replacement					\$ 8,908	\$ 8,908	\$ 8,908	\$ 8,908						\$ 9,720				\$ 10,500								
Office Furniture - offices																					\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000		
Office furniture - conference rooms																										
Office furniture - training room / EOC																										
Appliances (Kitchen and Wash Room)					\$ 5,000	\$ 1,500																				
Radiant Heaters in Garage									\$ 14,700	\$ 14,700	\$ 14,700	\$ 14,700	\$ 2,000													
Fitness Equipment				\$ 3,500		\$ 3,500						\$ 3,500														
Generator																	\$ 4,000						\$ 4,500	\$ 4,500		
Server																										
Phone System						\$ 7,500	\$ 7,500		\$ 12,500	\$ 12,500																
Station 1 Expenses	\$ 19,640	\$ 26,505	\$ 1,000	\$ 12,375	\$ 67,408	\$ 19,908	\$ 22,408	\$ 15,408	\$ 36,220	\$ 27,200	\$ 16,700	\$ 22,200	\$ 11,500	\$ 19,220	\$ 8,000	\$ 2,000	\$ 21,500	\$ 10,500	\$ 10,000	\$ 10,000	\$ 26,500	\$ 30,000	\$ 23,500	\$ 19,000	\$ 10,000	
Maintenance Items - Station 2																										
Roof Repairs																										
Station Siding														\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Landscaping	\$ 2,000																									
Painting	\$ 2,000						\$ 2,000					\$ 2,000														
TV replacement		\$ 1,000										\$ 1,500					\$ 2,000						\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Caulking outside																							\$ 1,500	\$ 1,500		
Floor Sealing in Bays		\$ 11,000																								
Seal Coating in parking lots				\$ 2,000					\$ 2,000								\$ 10,000									
Carpet Replacement					\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000						\$ 2,000					\$ 2,000							
Office Furniture - offices																							\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Office furniture - conference rooms																										
Appliances (Kitchen and Wash Room)						\$ 5,500											\$ 1,500									
Radiant Heaters in Garage									\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000														
Fitness Equipment				\$ 1,500																						
Generator															\$ 1,500											
Bathroom countertops			\$ 3,100																							
Phone System Replacement						\$ 2,000	\$ 2,000																			\$ 4,000
Station 2 Expenses	\$ 4,000	\$ 12,000	\$ 3,100	\$ 2,000	\$ 4,500	\$ 10,500	\$ 7,000	\$ 3,000	\$ 5,000	\$ 3,000	\$ 3,000	\$ 6,500	\$ -	\$ 7,000	\$ 6,500	\$ 6,500	\$ 17,000	\$ 9,000	\$ 7,000	\$ 5,000	\$ 8,000	\$ 11,500	\$ 11,500	\$ 10,000	\$ 7,000	
Total Building Expenses	23,640	38,505	4,100	14,375	71,908	30,408	29,408	18,408	41,220	30,200	19,700	28,700	11,500	26,220	14,500	8,500	38,500	19,500	17,000	15,000	34,500	41,500	35,000	29,000	17,000	
Revenues																										
Interest Income				281	283	150	118	92	120	35	4	25	2	65	54	102	180	108	131	167	213	161	74	20	(5)	
Sale of Used Equipment				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Donations / Fund Transfers				70,642	21,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Cities Contribution				-	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000	
Total Revenues				70,923	45,283	24,150	24,118	24,092	24,120	24,035	24,004	24,025	24,002	24,065	24,054	24,102	24,180	24,108	24,131	24,167	24,213	24,161	24,074	24,020	23,995	
Year End Building Maintenance Balance				56,548	29,923	23,664	18,375	24,059	6,959	794	5,098	423	12,925	10,770	20,324	35,925	21,605	26,213	33,344	42,511	32,223	14,884	3,959	(1,021)	5,974	

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

**Excelsior Fire District
2018 - 2038
Capital Improvement Program**

3rd DRAFT Requested CIP Budget June, 2017

Equipment Item	Date Acquired	Original Cost	Life Bench mark	Proj Repl Date	Proj Equip Costs	Proj Finance Costs	Proj Apparatus Costs	Total Cost of Apparatus	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038				
Beginning Apparatus/Equip Balance									81,095	118,937	143,750	142,004	212,507	282,257	211,402	182,630	63,463	412	4,393	17,952	59,783	102,271	175,127	311,647	369,361	356,604	245,092	225,332	98,572	(46)	16,925	54,924	107,423				
APPARATUS																																					
#28 - New Chief Vehicle	2016	39,500	12 yrs	2028	11000	0	28500	39500																													
#23 - Inspector Vehicle	2008	31,805	12 yrs	2019	10500	0	32000	42500																													
#25 - Command Utility Vehicle	2010	32,500	12 yrs	2022	10500	0	30000	40500						40,500																							
#28 - Duty Vehicle	2013	37,744	12 yrs	2025	11000	0	30500	41500																													
#21 - Rescue/Utility 21	2005	40,000	15 yrs	2023	4000	0	44000	48000																													
#16 - Rescue 12 - Excursion	2002	37,500	15 yrs	2020	3500	0	42000	45500																													
#17 - Utility 11 -PU Truck	2002	37,500	17 yrs	2021	0	0	42000	42000							45,500																						
#24 - Heavy Rescue/Rescue 11	2009	284,688	20 yrs	2029	25000	60185	430000	515185																													
#27 - Engine 22	2013	425,000	20 yrs	2033	35000	95000	480000	610000																													
#15 - Aerial 11	1998	421,000	20 yrs	2018	35000	97225	730000	862225																													
#18 - Engine 11	2002	327,000	21 yrs	2023	30000	63540	450000	543540						164,500	164,500	164,500	164,500	164,500																			
#22 - Engine 21	2007	309,000	21 yrs	2028	35000	68125	480000	583125																													
#19 - Tanker 11	2002	181,000	25 yrs	2027	25000	32410	220000	277410																													
Tank for Rescue 21	2008	5,000			2025	5000	0	5000																													
Hazmat / LSU Trailer	2004	40,000	15 yrs	2019	20000	0	10000	30000																													
ATV - John Deere Gator - Utility 21	2014	17,663	15 yrs	2029	0	0	20000	20000																													
Boat 11	2016	27,000	10 yrs	2026	0	0	72000	72000																													
Boat 12		8,000			2024	0	0	15000																													
Boat 21	2007	31,380																																			
Boat Trailer - #11	2016	5,000			2026	0	0	0																													
Boat Trailer - #12		2,000			2024	0	0	1500																													
Boat Trailer - #21	2008	2,860																																			
ATV - Mule - Utility 12	2006	12,000	15 yrs	2021	0	0	17000	17000																													
ATV - Mule Trailer	2006	1,700	15 yrs	2021	0	0	2000	2000																													
Capital Truck Maint			Ongoing					0																													
Equipment Lease Costs								5% calc																													
Total Apparatus Expenses									105,000	104,780	173,436	87,337	164,500	230,000	210,000	225,500	206,000	161,708	125,208	151,208	183,708	164,190	98,982	178,519	275,144	319,644	219,662	341,662	284,125	167,500	202,000	168,500	122,000				
EQUIPMENT																																					
Air Pack (SCBA) Replacement	2011	166,000	10 yrs	2021	180000	16800	0	196800	34,681	34,682																											
Extrication Tool (Station #2)	2007	28,000	15 yrs	2021				30000																													
Extrication Tool (Station #1)	2009	29,239	15 yrs	2023				32000																													
Defibrillators (7)		8,000						50000																													
Miscellaneous Equip. (TIC)								45000																													
Training Equipment								10000																													
Total Equipment Expenses									34,681	48,226	-	15,000	-	24,000	-	74,320	39,320	44,320	86,320	39,320	10,000	10,000	-	25,000	-	40,000	40,000	45,000	60,000	55,000	-	15,000	15,000				
Total Building Expenses										30,000																											
Total Expenses									139,681	183,006	173,436	102,337	164,500	254,000	210,000	299,820	245,320	206,028	211,528	190,528	193,708	174,190	98,982	203,519	275,144	359,644	259,662	386,662	344,125	222,500	202,000	183,500	137,000				
REVENUES																																					
Interest Income									523	1,819	790	2,840	4,250	5,645	4,228	3,653	1,269	8	86	359	1,196	2,045	3,503	6,233	7,387	7,132	4,902	4,507	1,971	(1)	(1)	339					
Sale of Used Equipment								2,000	6,000	900			60,000	7,500	7,000	7,000	6,000	35,000			7,000	10,000	20,000	7,000	30,000	20,000	6,000										
Donations / Transfers										30,000																											
Equipment Lease Proceeds																																					
Cities Contribution									175,000	170,000	170,000	170,000	170,000	170,000	170,000	170,000	175,000	175,000	225,000	225,000	225,000	225,000	225,000	225,000	235,000	235,000	235,000	235,000	235,000	230,000	230,000	230,000	230,000	230,000	230,000		
Total Revenues									177,523	207,819	171,690	172,840	234,250	183,145	181,228	180,653	182,269	210,008	225,088	232,359	236,196	247,045	235,503	261,233	262,387	248,132	239,802	259,902	245,507	239,471	239,999	235,999	230,339				
Year End Apparatus/Equip Balance									118,937	143,750	142,004	212,507	282,257	211,402	182,630	63,463	412	4,393	17,952	59,783	102,271	175,127	311,647	369,361	356,604	245,092	225,332	98,572	(46)	16,925	54,924	107,423	200,762				

Notes:

- Interest Income estimated at 2.0% to FY 2038.
- Equipment inflation is estimated to be approximately 5% per year.
- Financing estimated at 5% interest rate
- Hazmat / LSU Trailer - trailer originally obtained thru grant from Hennepin County Emergency Management (Homeland Security funds). Sale of trailer will involve Hennepin County and Grant requirements.
- Current Changes to the CIP Plan for 2018
 - Adjustments to replacement years for Rescue 12 and 21
 - Adjustment to replacement year for Utility 11
 - Arrival of new Ladder Truck in 2018
 - No other major apparatus purchases in 2018



Agenda Number: **4B**

Agenda Date: **08-02-17**

Prepared by Deb Kind

Agenda Item: Chief Mike Meehan, South Lake Minnetonka Police Department Quarterly Update & 2018 Budget

Summary: Chief Meehan will attend the 08-02-17 city council meeting for the regular quarterly police update and to discuss the 2018 budget.

The South Lake Minnetonka Police Department coordinating committee (mayors of Excelsior, Greenwood, Shorewood, and Tonka Bay) unanimously voted to recommend approval of the attached operating budget (4.7% overall increase to member cities, 4.85% increase for Greenwood). The funding formula used to determine each member city's percentage contribution toward the operating budget is based on an arbitration ruling in 2006. Every 5 years the funding formula is subject to an automatic adjustment based on the criteria set forth in the ruling. The 2017 operating budget was the second time the formula was adjusted since the ruling took effect (see attached). Barring an amendment to the JPA, the funding formula is not subject to be reset again until 2022. Note: The SLMPD coordinating committee will be considering the concept of taking a rolling 10-year average to reset the arbitration formula every year, rather than the ups and downs of resetting the formula every 5 years. Any such change would have to be approved by all of the member cities.

The attached debt service amounts for the police side of the public safety facility include a 5.43% increase for Greenwood. The funding formula for the debt service is based solely on tax capacity. The debt service spreadsheet uses the latest tax capacity numbers posted on the county website.

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

Potential motions ...

1. I move the Greenwood city council approves the 2018 South Lake Minnetonka Police Department operating budget with a 4.9% overall increase to member cities and the debt service amounts paid by member cities.
2. Other motion ???

REALLOCATION FORMULA FOR SLMPD OPERATING FUND ~ 2017-2021

Revised 02-05-16

POPULATION BASELINE

	2005	2006	2007	2008	2009	Average	% of Avg. Total
Excelsior	2,380	2,395	2,437	2,382	2,360	2,391	19.4371%
Greenwood	759	814	818	804	806	800	6.5056%
Shorewood	7,551	7,499	7,611	7,582	7,618	7,572	61.5616%
Tonka Bay	1,545	1,525	1,534	1,532	1,549	1,537	12.4957%
	12,235	12,233	12,400	12,300	12,333	12,300	100.0000%

TAX CAPACITY BASELINE

	2006	2007	2008	2009	2010	Average	% of Avg. Total
Excelsior	3,334,776	3,917,784	4,245,911	4,397,510	4,235,792	4,026,355	13.3040%
Greenwood	2,447,073	2,894,806	3,377,856	3,688,315	3,713,570	3,224,324	10.6539%
Shorewood	14,477,835	16,319,066	17,798,714	18,513,585	18,269,931	17,075,826	56.4224%
Tonka Bay	4,609,014	5,358,772	6,148,162	6,748,501	6,824,277	5,937,745	19.6197%
	24,868,698	28,490,428	31,570,643	33,347,911	33,043,570	30,264,250	100.0000%

ICR BASELINE

	2006	2007	2008	2009	2010	Average	% of Avg. Total
Excelsior	2159	2044	2316	2086	2150	2,151	35.3597%
Greenwood	341	352	382	352	385	362	5.9574%
Shorewood	3142	2823	3190	2928	2831	2,983	49.0334%
Tonka Bay	596	537	695	598	509	587	9.6495%
	6,238	5,756	6,583	5,964	5,875	6,083	100.0000%

Column A

	1/3 Pop 2005-2009	1/3 Tax Cap 2006-2010	1/3 ICRs 2006-2010	Totals for 5-Year Avg
Excelsior	6.4790%	4.4347%	11.7866%	22.7003%
Greenwood	2.1685%	3.5513%	1.9858%	7.7056%
Shorewood	20.5205%	18.8075%	16.3445%	55.6725%
Tonka Bay	4.1652%	6.5399%	3.2165%	13.9216%
TOTAL	33.3332%	33.3334%	33.3334%	100.0000%

POPULATION 2010-2014

	2010	2011	2012	2013	2014	Average	% of Avg. Total
	2,188	2,203	2,235	2,284	2,273	2,237	18.9299%
	688	688	698	693	689	691	5.8501%
	7,307	7,312	7,438	7,524	7,425	7,401	62.6413%
	1,475	1,477	1,499	1,492	1,488	1,486	12.5787%
	11,658	11,680	11,870	11,993	11,875	11,815	100.0000%

TAX CAPACITY 2011-2015

	2011	2012	2013	2014	2015	Average	% of Avg. Total
	3,779,156	3,716,579	3,579,833	3,649,970	4,226,786	3,790,465	13.3031%
	3,379,736	3,171,651	3,085,462	2,895,345	3,241,439	3,154,727	11.0719%
	16,775,778	15,908,723	15,114,127	14,865,833	16,027,049	15,738,302	55.2353%
	6,353,445	5,988,563	5,554,383	5,356,098	5,796,033	5,809,704	20.3898%
	30,288,115	28,785,516	27,333,805	26,767,246	29,291,307	28,493,198	100.0001%

ICRs 2011-2015

	2011	2012	2013	2014	2015	Average	% of Avg. Total
	1951	2116	2192	2693	2354	2,261	35.6634%
	286	270	332	360	401	330	5.2016%
	2680	2610	3284	3373	3175	3,024	47.7005%
	659	606	677	822	861	725	11.4346%
	5,576	5,602	6,485	7,248	6,791	6,340	100.0001%

Column B Column C Column D

1/3 Pop 2010-2014	1/3 Tax Cap 2011-2015	1/3 ICRs 2011-2015	Totals for 5-Year Avg	Difference Column A & B	Arbitration Allocation	C+D = New Allocation
6.3100%	4.4344%	11.8878%	22.6322%	-0.0681%	27.0000%	26.9319%
1.9500%	3.6906%	1.7339%	7.3745%	-0.3311%	8.0000%	7.6689%
20.8804%	18.4118%	15.9002%	55.1924%	-0.4801%	50.0000%	49.5199%
4.1929%	6.7966%	3.8115%	14.8010%	0.8794%	15.0000%	15.8794%
33.3333%	33.3334%	33.3334%	100.0001%		100.0000%	100.0001%

In 2021 the formula will be adjusted for 2022-2026 using Column B percentages as the new baseline numbers for Column A, and the numbers for the new averages will be from 2015-2019 for population, and from 2016-2020 for tax capacity and ICRs.

Going forward the same reallocation formula is used every 5 years.

Tax Capacity Source: Hennepin County 'Adjusted Net Tax Capacity'

ICR Source: SLMPD - does not include citations

Population Source: Met Council

**SOUTH LAKE MINNETONKA POLICE DEPARTMENT
PUBLIC SAFETY FACILITY - POLICE PORTION**

2018 DEBT SERVICE AMOUNTS

Amount Due to the Shorewood Economic Development Authority (EDA) - \$401,500

Member City	Tax Capacity	Percentage	Share of Cost
Excelsior	\$5,563,659	16.7649%	\$67,311
Greenwood	\$3,804,611	11.4644%	\$46,030
Shorewood	\$17,588,896	53.0004%	\$212,797
Tonka Bay	\$6,229,139	18.7702%	\$75,362
TOTAL	\$33,186,305	100.0000%	\$401,500

NOTATIONS
(1) 2017 Tax Capacity Figures - Hennepin County Assessor's Office (Data Run: July 10th, 2017)
(2) Percentages Rounded Based Upon Tax Capacity (Ad Valorem) Formula
(3) Total Debt Service Costs Validated with the Shorewood EDA (Includes Anticipated Fiscal Agent Fees)

Facility Debt Obligation Independent of the SLMPD Operating Budget



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

Mike Meehan
Chief of Police

24150 Smithtown Road
Shorewood, Minnesota 55331

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

MEMORANDUM

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

FROM: Mike Meehan, Chief of Police

DATE: July 21, 2017

RE: 2018 Operating Budget
Coordinating Committee Recommendation

As you are aware, the Coordinating Committee for the South Lake Minnetonka Police Department (SLMPD) passed, by a unanimous vote, a recommended operating budget for 2018. This took place at their quarterly meeting held on July 12, 2017.

The recommended operating budget has been attached for your convenience. Overall the budget increased by 4.9 % over the 2017 operating budget. The majority of this increase is due to wages and benefits.

In 2017, the funding formula was reset per the arbitration agreement of 2006. This was the second time the funding formula reset since the arbitration decision. The funding formula resets every five years with the current distribution rates in effect from 2017 through 2021. The Coordinating Committee continues to discuss the best funding formula options for all four communities.

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

Cc: Coordinating Committee Members

2018 OPERATING BUDGET



COORDINATING COMMITTEE RECOMMENDATION

Wednesday - July 12, 2017

SOUTH LAKE MINNETONKA POLICE DEPARTMENT

2018 OPERATING BUDGET

Projected Expenses

COORDINATING COMMITTEE RECOMMENDATION

Wednesday - July 12, 2017

ITEM	CATEGORY	AMOUNT
50100	Salaries - Full-Time	\$1,497,400
50200	Salaries - General Overtime	\$36,000
50230	Salaries - Reimbursed Overtime	\$54,500
50300	Salaries - Part-Time	\$58,900
50500	Social Security & Medicare	\$35,000
50600	PERA Pensions	\$244,556
50700	Insurance Benefits	\$290,400
51000	Contracted Services	\$26,000
52100	Equipment Leases	\$54,500
52200	Repairs & Maintenance	\$56,350
52300	Utilities	\$66,200
52400	Janitorial & Cleaning	\$10,500
52500	Printing & Publishing	\$2,500
52800	Care of Persons	\$0
53000	Supplies	\$69,200
54000	Uniforms & Gear	\$15,000
54500	Training & Development	\$30,000
56000	Insurance	\$82,000
56100	Subscriptions & Memberships	\$2,700
57000	Special Projects	\$14,500
58000	Capital Outlay	\$72,000
59000	Undesignated Allocation	\$0
	TOTAL PROJECTED EXPENSES	\$2,718,206

SOUTH LAKE MINNETONKA POLICE DEPARTMENT

2018 OPERATING BUDGET

Projected Revenues

COORDINATING COMMITTEE RECOMMENDATION

Wednesday - July 12, 2017

ITEM	CATEGORY	AMOUNT
40110	Court Overtime	\$6,000
40120	Excelsior Park and Dock Patrol	\$22,000
42100	State Police Officer Aid	\$105,000
42200	State Training Reimbursement	\$13,500
43100	Minnetonka School District	\$7,000
43200	Administrative Requests	\$5,000
43400	Special Policing Details	\$30,000
44000	Investment Income	\$4,000
46400	Forfeitures	\$1,000
46500	Grant Reimbursements	\$30,000
46600	Other Reimbursements	\$1,500
	TOTAL PROJECTED REVENUES	\$225,000
	Expenses in Excess of Revenues	\$2,493,206

	PROJECTED COST TO MEMBER CITIES	\$2,493,206
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SOUTH LAKE MINNETONKA POLICE DEPARTMENT

2018 OPERATING BUDGET

COORDINATING COMMITTEE RECOMMENDATION

Wednesday - July 12, 2017

Projected Contributions from Member Cities - Year 2018 Reallocation Formula (2017-2021)

MEMBER CITY	TOTAL AMOUNT	% SHARE	\$ SHARE	\$INCREASE OVER 2017
Excelsior	\$2,493,206	26.9319%	\$671,467	\$31,423
Greenwood	\$2,493,206	7.6689%	\$191,201	\$8,947
Shorewood	\$2,493,206	49.5199%	\$1,234,633	\$57,776
Tonka Bay	\$2,493,206	15.8794%	\$395,905	\$18,527

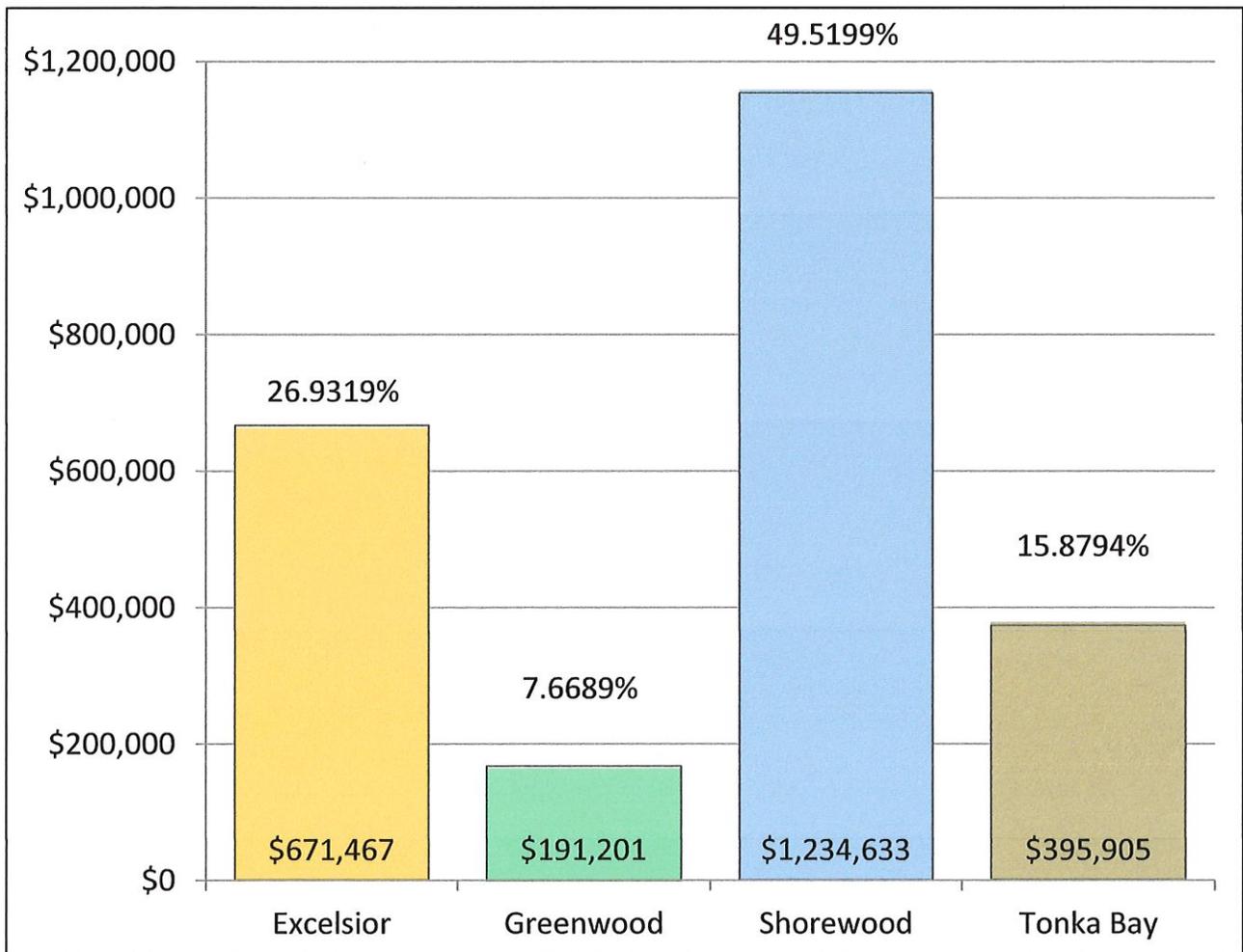
2018 Total Contributions from Member Cities	\$2,493,206	
2017 Total Contributions from Member Cities	\$2,377,833	
The funding formula used to determine each member city's percentage contribution toward the operating budget is based on an arbitration ruling in 2006. Every five years the funding formula is subject to an automatic adjustment based on the criteria set forth in this ruling. The 2017 operating budget was the second time since the ruling took effect that the funding formula was subject to adjustment. Barring an amendment to the JPA, the reset funding formula is not subject to change again until 2022.		
Dollar Increase Over 2017	\$115,373	
Percentage Increase Over 2017	4.9%	

**SOUTH LAKE MINNETONKA POLICE DEPARTMENT
2018 OPERATING BUDGET**

**COORDINATING COMMITTEE RECOMMENDATION
Wednesday - July 12, 2017**



**Proposed Contributions from Member Cities
Reallocation Formula (2017-2021)
Total Amount - \$2,493,206**



SOUTH LAKE MINNETONKA POLICE DEPARTMENT
2018 OPERATING BUDGET

COORDINATING COMMITTEE RECOMMENDATION
 Wednesday - July 12, 2017

PENDING TRANSFERS TO SPECIAL FUNDS

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

Prepared by Chief Mike Meehan - July 2017



Agenda Item: Community Input for 2040 Comprehensive Plan Update Public Hearing and Discussion

Summary: In compliance with Met Council rules, the city council is required to update the city's comprehensive plan. At the 02-01-17 city council meeting, the council appointed a subcommittee of Mayor Kind and Councilwoman Conrad to work with the city zoning administrator and the city engineer to update the city's comp plan. Per the approved timeline (see below), the city council will hold a public hearing at the 08-02-17 council meeting to gather input regarding the comp plan. A copy of the current comp plan is available for viewing at www.greenwood.mn or at city hall. Notice for the public hearing was published in the Sun-Sailor on 07-20-17. As of the council packet deadline, no written comments have been received by the city.

Timeline for Comp Plan:

- 08-02-17 The city council holds a public hearing to gather public input.
- 08-02-17 The city council discusses public input and gives direction to the subcommittee.
- Aug-Jan The subcommittee works with the city zoning administrator and the city engineer to update the comp plan.
- 02-14-18 Deadline for the subcommittee to submit a draft to staff for inclusion in the planning commission packet.
- 02-21-18 The planning commission reviews the draft and makes recommendations for revisions.
- 03-07-18 The city council reviews the draft, approves the draft with or without further revisions, and authorizes the planning commission to hold a public hearing.
- 03-29-18 Deadline to submit the public hearing notice to the Sun-Sailor.
- 04-05-18 Public hearing notice is published in the Sun-Sailor (must be at least 10 days prior to public hearing).
- 04-18-18 The planning commission holds a public hearing and makes a recommendation to the city council.
- 05-02-18 The city council approves the draft with or without further revisions.
- 06-30-18 The approved draft is sent to adjoining communities for input.
- Jul-Nov The city council considers comments from adjoining communities for possible incorporation into the draft for submission to the Met Council.
- 12-05-18 The city council approves the draft for submission to the Met Council.
- 12-31-18 Deadline for the city to submit the draft of the comp plan to the Met Council.

Suggested motions for the public hearing:

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

Suggested motion for council action:

I move the city council directs the comp plan subcommittee (Mayor Kind and Councilwoman Conrad) to incorporate the following into the draft of the comp plan to be submitted to the planning commission for review:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____



Agenda Number: **7A**

Agenda Date: **08-02-17**

Prepared by *Deb Kind*

Agenda Item: Consider: Sending Lot Size Ordinance to Planning Commission for Public Hearing and Recommendation

Summary: The latest draft of the ordinance based on the 06-05-17 council discussion is in the worksession section of the 08-02-17 council packet. Per the below timeline, the next step is to send the ordinance to the planning commission for a public hearing and recommendation.

Updated Timeline:

- ~~11-02-16 The city council reviewed the first draft of the ordinance.~~
- ~~12-07-16 The city council reviewed a revised draft of the ordinance and directed that further revisions be made.~~
- ~~01-04-17 The city council reviewed a revised draft of the ordinance and directed that further revisions be made~~
- ~~02-01-17 The city council reviewed a revised draft of the ordinance and directed that further revisions be made~~
- ~~02-15-17 The planning commission reviewed the draft ordinance and expressed general support for the concept.~~
- ~~04-19-17 The city council and planning commission discussed potential changes to the ordinance at a joint worksession.~~
- ~~05-03-17 The city council held a worksession with the city attorney and city zoning administrator.~~
- ~~06-07-17 The city council reviewed a revised draft of the ordinance and directed that further revisions be made~~
- 08-02-17 The city council will review the latest draft of the ordinance and consider sending to the planning commission for a public hearing and recommendation.
- 08-31-17 Deadline for submitting public hearing notice to Sun-Sailor.
- 09-07-17 Public hearing notice published in Sun-Sailor.
- 09-20-17 Planning commission holds public hearing and makes a recommendation to the city council.
- 10-04-17 City council considers 1st reading of the ordinance (may make revisions / may waive 2nd reading).
- 10-05-17 If the 2nd reading is waived, the ordinance is submitted to the Sun-Sailor for publication.
- 10-12-17 If the 2nd reading is waived, the ordinance is published in the Sun-Sailor (goes into effect on this date).
- 11-01-17 City council considers 2nd reading of the ordinance (may make revisions).
- 11-02-17 The ordinance is submitted to the Sun-Sailor for publication.
- 11-09-17 The ordinance is published in the Sun-Sailor (goes into effect on this date).

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

1. I move the city council directs the planning commission to hold a public hearing at their 09-20-17 meeting and make a recommendation regarding the latest draft of the lot size ordinance.
2. Do nothing or other motion ???

Greenwood code section 1215 requires 2 readings of all ordinances prior to adoption. The 2nd reading shall be within 3 months of the 1st reading. There may be changes between the 1st and 2nd readings. The 2nd reading may be waived by a unanimous vote of city council members present at the meeting. In order to publish an ordinance by title and summary the ordinance must be approved by a 4/5ths vote. Ordinances go into effect once they are published in the city's official newspaper. The planning commission must review and make a recommendation to the city council regarding any changes to the zoning code chapter 11. A public hearing, typically held by the planning commission, also is required for changes to chapter 11.



Agenda Number: **7A**

Agenda Date: **08-02-17**

Prepared by *Deb Kind*

Agenda Item: Consider: Sending Lot Size Ordinance to Planning Commission for Public Hearing and Recommendation

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- 11-01-17 City council considers 2nd reading of the ordinance (may make revisions).
- 11-02-17 The ordinance is submitted to the Sun-Sailor for publication.
- 11-09-17 The ordinance is published in the Sun-Sailor (goes into effect on this date).

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

1. I move the city council directs the planning commission to hold a public hearing at their 09-20-17 meeting and make a recommendation regarding the latest draft of the lot size ordinance.
2. Do nothing or other motion ???

Greenwood code section 1215 requires 2 readings of all ordinances prior to adoption. The 2nd reading shall be within 3 months of the 1st reading. There may be changes between the 1st and 2nd readings. The 2nd reading may be waived by a unanimous vote of city council members present at the meeting. In order to publish an ordinance by title and summary the ordinance must be approved by a 4/5ths vote. Ordinances go into effect once they are published in the city's official newspaper. The planning commission must review and make a recommendation to the city council regarding any changes to the zoning code chapter 11. A public hearing, typically held by the planning commission, also is required for changes to chapter 11.



Agenda Number: **8A**

Agenda Date: **08-02-17**

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. The city council discussed the topic at the 07-05-17 council meeting and decided to continue the discussion to the 08-02-17 council meeting.

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 and 08-02-17 city council meetings 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).

Section: Assessment Review and Appeals

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. If 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 must appeal there first).

- **Module #8**
- **Assessment Review, Appeals/Equalization, and Correction**
- Minnesota Property Tax Administrator's Manual

Section: Assessment Review and Appeals

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.

Section: Assessment Review and Appeals

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.

Section: Assessment Review and Appeals

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 include 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;

Section: Assessment Review and Appeals

- 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 benefit 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;

Section: Assessment Review and Appeals

- 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: _____
Debra J. Kind, Mayor

Attest: _____
Dana H. Young, City Clerk



Agenda Number: 8B

Agenda Date: 08-02-17

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. The city treasurer confirmed that she has received and deposited the McQuinn check in the amount of \$207,755.

Council Action: Potential motions ...

1. I move the city council approves resolution 18-17 accepting a donation from Al & Mary McQuinn for the Greenwood Park project and directs the city clerk to mail a copy of the resolution to Al & Mary McQuinn.
2. Other motion ???



**City of Greenwood
Resolution 18-17**

A RESOLUTION ACCEPTING A DONATION FROM AI & 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



Agenda Number: 9A

Agenda Date: 08-02-17

Prepared by Deb Kind

Agenda Item: Consider: Audit Format for 2017

Summary: According to the State Auditor's Office, the city of Greenwood does not meet any of the thresholds that require a full audit. Therefore, Chris Knopik, our auditor from CliftonLarsonAllen, outlined the following options for the city council's consideration beginning with the 2017 audit ...

Option 1 – Submit schedules required by the State Auditor's Office. Would be similar to what our current financial statements look like without all the notes and management's discussion and analysis. The forms need to be uploaded to the State Auditor's Office by March 31 each year. Chris estimates the cost to prepare and submit the required forms would be less than \$1,000.

Option 2 – Complete a cash-basis audit, which is allowed by the State Auditor's Office. This type of audit would remove all of the receivables /payables capital assets, etc. from the balance sheet. The audit report would be based on cash in and cash out and a big emphasis on where the money came from and where it went instead of a balance sheet. With a cash-basis audit there would be a reporting form and the audit would be uploaded to the State Auditors Office by March 31 each year. Chris estimates the cost to do a cash-basis audit would be \$6,000.

For the council's reference, the cost for a full audit would be \$9,800.

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

1. I move the city council approves option 1, to submit schedules required by the State Auditor's Office, in lieu of a full audit beginning with the 2017 audit. I further move the city council authorizes hiring CliftonLarsonAllen to complete and submit the required schedules for an amount not to exceed \$2000.
2. I move the city council approves option 2, to complete a cash-basis audit, in lieu of a full audit beginning with the 2017 audit. I further move the city council authorizes hiring CliftonLarsonAllen to complete and submit the cash-basis audit for an amount not to exceed \$7000.
3. Do nothing (maintain the current procedure of completing a full audit).



Agenda Number: **11A-E**

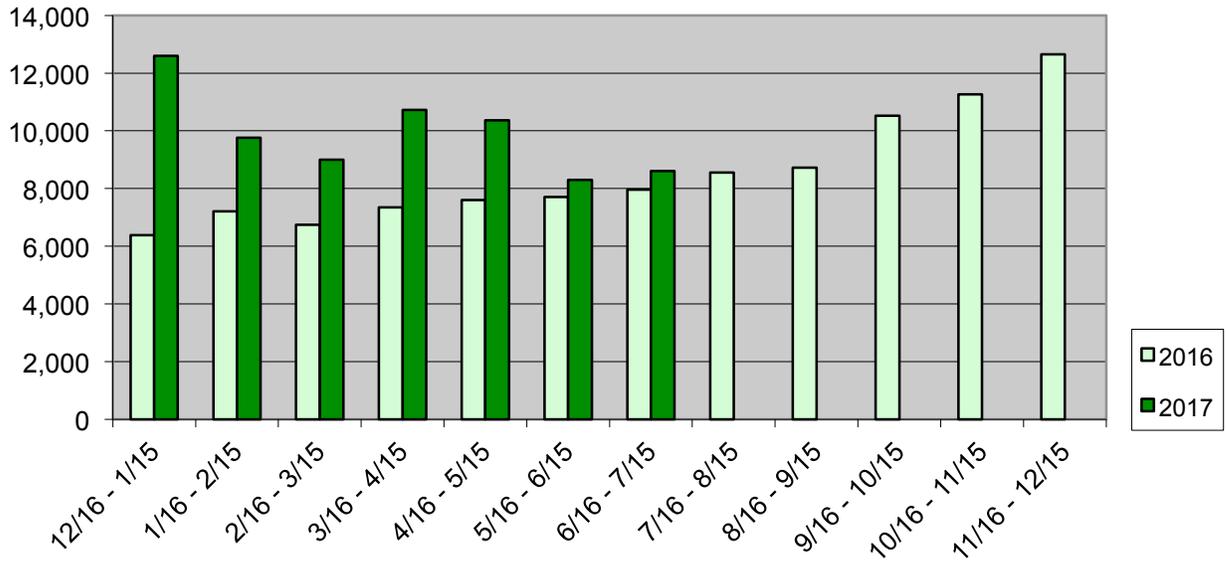
Agenda Item: Council Reports

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.

City of Greenwood
Website Total Hits



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	8,604	303	642	165
7/16 - 8/15	8,555		-8,604	-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	9,907			

POPULATION: 702
EMAIL ADDRESSES % OF POPULATION: 23.50%

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

End Date

Report Name

Page Views by Section

Section	Page Views	Percent of Total
Default Home Page	4301	49.99%
Agendas, Minutes, Meeting Packets	573	6.66%
RFPs & Bids	538	6.25%
Welcome to Greenwood	418	4.86%
City Departments	327	3.8%
Assessments & Taxes	159	1.85%
Code Book of Ordinances	135	1.57%
Planning Commission	132	1.53%
Forms, Permits, Licenses	132	1.53%
Mayor & City Council	131	1.52%
Budget & Finances	104	1.21%
Garbage & Recycling	96	1.12%
Photo Gallery	79	0.92%
Agendas, Minutes, Meetings	76	0.88%
Comp Plan & Maps	72	0.84%
Meetings on TV	72	0.84%
Public Safety Alerts	71	0.83%
St. Alban's Bay Lake Improvement District	70	0.81%
July 4th	69	0.8%
Parks, Trails & Watercraft Amenities	64	0.74%
Elections, Voting	59	0.69%
Lake Minnetonka	57	0.66%
Spring Clean-Up Day	53	0.62%
Search Results	51	0.59%
	50	0.58%

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.

Watercraft Spaces		
City Newsletters	48	0.56%
Meetings	47	0.55%
Email Sign-Up	45	0.52%
Habitat 500 Bike Ride	44	0.51%
Coyotes & Animal Services	42	0.49%
Community Surveys	40	0.46%
Links	38	0.44%
Sewer, Stormwater, Water, Garbage, Recycling	37	0.43%
Tree Contractors	37	0.43%
Swiffers NOT Flushable	36	0.42%
Smoke Testing	35	0.41%
News, Events	34	0.4%
Emergency Preparedness	32	0.37%
Fire Department	31	0.36%
Recreation, Amenities	31	0.36%
Finances, RFPs, Taxes, Assessments	30	0.35%
Well Water	29	0.34%
Old Log Events	27	0.31%
Tour de Tonka	25	0.29%
Luck O' the Lake	24	0.28%
Unsubscribe	2	0.02%
---	1	0.01%
TOTAL	8604	100%

Unique IPs by Section

Section	Unique IPs	Percent of Total IPs
Default Home Page	1659	41.9%
City Departments	245	6.19%
Welcome to Greenwood	211	5.33%
Agendas, Minutes, Meeting Packets	194	4.9%
Mayor & City Council	97	2.45%
Code Book of Ordinances	80	2.02%
Forms, Permits, Licenses	77	1.94%
Assessments & Taxes	75	1.89%
Planning Commission	65	1.64%
Photo Gallery	57	1.44%
July 4th	57	1.44%
Garbage & Recycling	56	1.41%
St. Alban's Bay Lake Improvement District	54	1.36%
Budget & Finances	51	1.29%
Comp Plan & Maps	51	1.29%
Meetings on TV	50	1.26%
Public Safety Alerts	49	1.24%
Lake Minnetonka	49	1.24%
Agendas, Minutes, Meetings	48	1.21%
Parks, Trails & Watercraft Amenities	48	1.21%
Elections, Voting	43	1.09%
Watercraft Spaces	39	0.99%
City Newsletters	37	0.93%
Coyotes & Animal Services	34	0.86%
Meetings	34	0.86%
RFPs & Bids	33	0.83%
Community Surveys	32	0.81%
Email Sign-Up	31	0.78%
Habitat 500 Bike Ride	30	0.76%
Spring Clean-Up Day	29	0.73%
Swiffers NOT Flushable	29	0.73%
Tree Contractors	26	0.66%

Links	26	0.66%
Recreation, Amenities	25	0.63%
News, Events	25	0.63%
Smoke Testing	24	0.61%
Emergency Preparedness	23	0.58%
Old Log Events	23	0.58%
Sewer, Stormwater, Water, Garbage, Recycling	23	0.58%
Fire Department	23	0.58%
Search Results	22	0.56%
Finances, RFPs, Taxes, Assessments	20	0.51%
Well Water	18	0.45%
Tour de Tonka	18	0.45%
Luck O' the Lake	16	0.4%
Unsubscribe	2	0.05%
---	1	0.03%
TOTAL	3959	100%

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

[Generate and Download](#)

Done



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.



July 9, 2017

Minnehaha Creek Watershed District
Attn: Becky Christopher
15320 Minnetonka Blvd
Minnetonka, MN 55345

SENT VIA EMAIL
bchristopher@minnehahacreek.org

Re: MCWD Capital Improvement Plan

Dear Minnehaha Creek Watershed District Board of Managers,

The city of Greenwood received the MCWD's June 16, 2017 letter requesting comments regarding the MCWD's proposed Capital Improvement Plan. The letter stated the deadline for comment is July 17, 2017. The Greenwood city council discussed the topic at our July 5, 2017 meeting and concluded the following ...

The MCWD's 2017 Budget Fact Sheet shows a gap between \$13.46 million in spending and \$9.5 million in revenues. Given this large budget gap after a 7% levy increase in 2017, the city of Greenwood recommends that the MCWD reduce the scope of its CIP to help align its budget spending with its revenues without continued 7% range levy increases on properties in Greenwood and the rest of the watershed district.

Specifically we note the \$6.4+ million 2018 CIP includes \$2 million for the 325 Blake Road Demolition, \$1.5 million for the Arden Park Stream Restoration, and \$1.37 million for the Meadowbrook Golf Course Restoration. The city of Greenwood recognizes our taxpayers' obligation to support the mission of the watershed. However, given the MCWD's limited resources we request that the MCWD reduce the proposed CIP by closely examining the need for any discretionary projects and ensure that projects receive community support.

Sincerely,

A handwritten signature in black ink that reads "Debra J. Kind".

Mayor Debra J. Kind
and the Greenwood City Council