



AGENDA

Greenwood City Council Meeting

Wednesday, September 2, 2020

Due to COVID-19, this meeting will be held by Zoom video-conferencing technology.

Use this link to join the meeting ...

<https://us02web.zoom.us/j/87688897036?pwd=Q1EyaHh5bEpwM1ZlWFZTaDFWRFPyZz09>

Dial in number: +1 312 626 6799, Meeting ID 876 8889 7036, Passcode 703302

If you would like to test Zoom prior to the meeting, feel free to login early. If you have trouble with Zoom, call Councilman Fletcher at 952.224.5550.

Worksession

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

- 6:30pm 1. CALL TO ORDER | ROLL CALL | APPROVE AGENDA
- 6:30pm 2. Discuss 2021 City Budget, Fees, and City Services
- 6:55pm 3. ADJOURNMENT

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

- 7:00pm 1. CALL TO ORDER | ROLL CALL | APPROVE MEETING AGENDA

- 7:01pm 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: 08-05-20 City Council Worksession Minutes
- B. Approve: 08-05-20 City Council Meeting Minutes
- C. Approve: Jul Cash Summary Report
- D. Approve: Jul Certificates of Deposit Report
- E. Approve: Aug Verifieds, Check Register, Electronic Fund Transfers
- F. Approve: Sep Payroll Register
- G. Approve: Res 07-20 Findings DENYING Conditional Use Permit Application, 21750 Byron Circle

- 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.

- NONE 4. PRESENTATIONS, REPORTS, GUESTS, AND ANNOUNCEMENTS

- NONE 5. PUBLIC HEARINGS

- NONE 6. ACTION RELATED TO PUBLIC HEARINGS

- NONE 7. PLANNING, ZONING & SUBDIVISION ITEMS

- NONE 8. UNFINISHED BUSINESS

- 7:10pm 9. NEW BUSINESS

- A. Receive & Discuss: Petition to Save Shrubs at Fire Lane Between 5120 & 5130 Meadville Street
- B. Consider: Resolution 23-20, Approving 2021 Preliminary Tax Levy
- C. Consider: Installing Generator at Weeks Road Lift Station
- D. Consider: Contracts for 2021 City Services

- NONE 10. OTHER BUSINESS

- 8:10pm 11. COUNCIL REPORTS

- A. Conrad: Planning Commission
- B. Cook: LMCD, SABLID, Public Works Committee
- C. Fletcher: LMCC, Fire, Administrative Committee
- D. Kind: Police, Administrative Committee, Public Works Committee, Mayors' Meetings, Website
- E. Roy: Minnetonka Community Education

- 8:30pm 13. ADJOURNMENT



Worksession

Agenda Date: 09-02-20

Prepared by Deb Kind

Agenda Item: 2021 Budget & Fees

Summary: Attached is a draft of the 2021 city budget with revisions as discussed at the 09-02-20. The council will have the opportunity to discuss the draft at the 09-02-20 worksession prior to the regular council meeting. See below for the budget timeline.

Since fees are related to the budget, the city council also will discuss changes to the city's fee schedule at the September worksession. Fee changes must be done via an ordinance and must go into effect on January 1 of the following year. Attached the draft of the ordinance. Revisions since the August worksession are highlighted in yellow.

Since city services are related to the budget, the council also will discuss city services for 2020 at the worksession. Related documents are attached and / or will be sent via email. Further discussion and action on city service agreements may be taken during the regular council meeting (9D).

Timeline for Budget:

- ~~08-05-20~~ City council reviews draft of preliminary budget at the worksession (may make revisions).
- 09-02-20 City council reviews revised draft of preliminary budget at the worksession (may make revisions).
- 09-02-20 City council approves 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.
- 09-30-20 Deadline to submit "preliminary" budget and tax levy amount to the county.
- 12-02-20 City council holds the Truth-in-Taxation public hearing and approves the "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:

- ~~08-05-20~~ City council reviews draft of fee ordinance at the worksession (may make revisions).
- 09-02-20 City council reviews revised draft of fee ordinance at the worksession (may make revisions).
- 10-07-20 City council considers 1st reading of the ordinance (may make revisions / may waive 2nd reading).
- 10-08-20 If the 2nd reading is waived, the ordinance is submitted to the Sun-Sailor for publication.
- 10-15-20 If the 2nd reading is waived, the ordinance is published in the Sun-Sailor on this date.
- 11-04-20 City council considers 2nd reading of the ordinance (may make revisions).
- 11-05-20 The ordinance is submitted to the Sun-Sailor for publication.
- 01-12-21 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.

2021 Greenwood PRELIMINARY Budget

		2018	2019	2019	2020	2020	2021	%	% Total
		Actual	Actual	Budget	June YTD	Budget	Budget	Change	Budget
GENERAL FUND REVENUE									
1	TAXES								
2	101-31010 General Property Tax	636,002	623,542	637,825	210,172	636,492	636,122	-0.06%	
3	101-31020 General Property Tax - Delinquent	1,801	10,455	0	0	1,500	1,500	0.00%	
4	101-31040 Fiscal Disparities	2,272	3,149	3,200	0	2,000	2,000	0.00%	
5	101-31800 Surcharge Revenue	141	92	0	40	0	0	#DIV/0!	
6	101-31910 Penalties	62	97	0	3	0	0	#DIV/0!	
7		640,278	637,334	641,025	210,215	639,992	639,622	-0.06%	80.38%
8	LICENSES & PERMITS								
9	101-32110 Liquor & Cigarette Licenses	10,500	10,500	10,700	0	10,500	10,500	0.00%	
10	101-32180 Other Business Licenses / Permits (Rental, Commercial Marina, Garbage Hauler, Tree Contractor, Etc)	7,600	6,940	4,500	4,906	5,000	5,000	0.00%	
11	101-32210 Building Permits	54,947	55,213	30,000	25,284	30,000	40,000	33.33%	
12	101-32211 Electric Permits	3,268	5,392	4,000	993	4,000	4,000	0.00%	
13	101-32240 Animal Licenses	35	685	500	0	50	50	0.00%	
14		76,350	78,730	49,700	31,183	49,550	59,550	20.18%	7.48%
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.)	9,568	0	0	707	0	0	#DIV/0!	
18	101-33610 County Aid to Municipalities	1,758	2,062	1,700	0	1,700	2,000	17.65%	
19		11,326	2,062	1,700	707	1,700	2,000	17.65%	0.25%
20	PUBLIC CHARGES FOR SERVICES								
21	101-34103 Zoning & Subdivisions (Variances, Conditional Use Permits, Etc.)	10,300	12,300	6,000	4,450	6,000	8,000	33.33%	
22	101-34207 False Alarm Fee	0	0	0	0	0	0	#DIV/0!	
23	101-34304 Load Limit Fees	5,813	6,603	5,000	3,185	5,000	5,000	0.00%	
24	101-34409 Recycling Fees (2019: \$20 per quarter)	18,508	22,718	23,135	12,053	24,967	24,106	-3.45%	
25		34,621	41,621	34,135	19,688	35,967	37,106	3.17%	4.66%
26	FINES, FORFEITURES & PENALTIES								
27	101-35101 Court Fines	9,518	8,062	7,000	3,024	7,000	7,000	0.00%	0.88%
28									
29	INVESTMENT & MISCELLANEOUS INCOME								
30	101-36102 Investment Income	11,878	19,282	12,000	9,742	17,570	17,000	-3.24%	
31	101-36230 Misc. Income: Parking Permits, Civil Citations, Etc.	2,054	3,429	500	1,091	2,000	2,000	0.00%	
32		13,932	22,711	12,500	10,833	19,570	19,000	-2.91%	2.39%
33	OTHER FINANCING SOURCES								
34	101-39200 Interfund Operating Transfer: From Marina Fund	12,500	12,500	12,500	0	12,500	15,000	20.00%	
35	101-39201 Administration Expense Reimbursement: 10% of Marina Revenue	3,860	3,860	3,960	0	4,120	4,250	3.16%	
36	101-39202 Administrative Expense Reimbursement: 10% of Sewer Revenue	10,090	10,090	10,090	0	9,664	9,701	0.38%	
37	101-39203 Administrative Expense Reimbursement: 10% of Stormwater Revenue	2,573	2,573	2,573	0	2,532	2,537	0.20%	
38		29,023	29,023	29,123	0	28,816	31,488	9.27%	3.96%
39									
40	Total Revenue	815,048	819,543	775,182	275,650	782,595	795,766	1.68%	

2021 Greenwood PRELIMINARY Budget

		2018	2019	2019	2020	2020	2021	%	% Total
		Actual	Actual	Budget	June YTD	Budget	Budget	Change	Budget
GENERAL FUND EXPENSES									
41	COUNCIL & PLANNING COMMISSION								
42	101-41100-103	Council Salaries (2020 Mayor \$470.98/mo, Council \$313.99/mo; 2021 \$472.86/mo, Council \$315.25/mo)	19,978	20,478	20,477	10,362	20,723	20,806	0.40%
43	101-41100-122	FICA Contributions (6.2%)	1,239	1,270	1,270	642	1,285	1,290	0.40%
44	101-41100-123	Medicare Contributions (1.45%)	290	297	297	150	300	302	0.40%
45	101-41100-371	Training / Conference Registration	0	0	1,000	0	1,000	500	-50.00%
46	101-41100-372	Meals / Lodging	185	138	175	0	175	175	0.00%
47	101-41100-433	Misc. (Dues, Subscriptions, Supplies, Etc.)	60	433	100	381	100	400	300.00%
48			21,752	22,615	23,319	11,535	23,583	23,473	-0.47%
49	ELECTIONS								
50	101-41200-103	Election Salaries (Part-Time Election Judge Salaries \$9 per hour)	1,544	0	0	731	1,700	0	-100.00%
51	101-41200-214	Operational Support - Forms (Ballots, Voter Reg. Rosters)	42	45	0	0	270	0	-100.00%
52	101-41200-319	Equipment Maintenance (County Agreement, \$187.50 x 2 Voting Machines, \$160 for Automark)	559	1,069	0	0	1,100	0	-100.00%
53	101-41200-372	Meals / Lodging (Election Judge Meals & Snacks)	295	0	0	0	300	0	-100.00%
54	101-41200-439	Misc. (Supplies, Postage, Public Notices, Etc.)	1,183	0	0	641	350	0	-100.00%
55			3,623	1,114	0	1,372	3,720	0	-100.00%
56	ADMINISTRATION								
57	101-41400-202	Duplicating (Council Packets, Etc.)	1,854	1,651	1,800	1,032	1,800	1,800	0.00%
58	101-41400-204	Stationary, Forms, Printing	1,142	1,145	1,000	191	1,000	382	-61.80%
59	101-41400-309	Professional Services - Other (ISP, Website, Email)	194	0	600	258	500	500	0.00%
60	101-41400-310	Clerk's Contract	39,918	38,794	42,720	25,505	44,002	0	-100.00%
		Deputy Administrator - Part-Time						12,000	
61	101-41400-311	Office Rent & Equipment (2017-2020 \$487.45 per month)	5,849	5,362	5,849	3,412	5,849	0	-100.00%
		Clerk, Counter Service, Physical Space						12,750	
62	101-41400-313	Professional Services (2019-2020: Civic Accounting, 2021: Quickbooks)	2,212	2,737	2,175	3,837	2,250	800	-64.44%
63	101-41400-322	Postage	1,111	961	1,000	689	1,000	1,000	0.00%
64	101-41400-351	Newspaper Legal Notices	1,447	918	1,000	179	1,000	1,000	0.00%
65	101-41400-439	Misc. (Equipment, Dog Tags, Meadville Launch Stickers, Etc.)	1,352	1,420	800	938	800	800	0.00%
66			55,077	52,988	56,944	36,040	58,201	31,032	-46.68%
67	ASSESSOR								
68	101-41500-309	Assessor - Hennepin County (\$19,000 for 2018-2020)	19,000	21,000	19,000	11,000	19,000	22,000	15.79%
69	101-41500-439	Assessor - Other (Public Notices, Processing, Tax Rolls)	175	0	600	107	400	400	0.00%
70			19,175	21,000	19,600	11,107	19,400	22,400	15.46%
71	LEGAL SERVICES								
72	101-41600-304	Legal Services - General	5,316	5,592	10,000	2,159	8,000	6,000	-25.00%
73	101-41600-308	Legal Services - Prosecution	4,800	4,400	4,800	2,400	4,800	4,800	0.00%
74	101-41600-309	Legal Services - Litigation	0	0	2,000	0	2,000	1,000	-50.00%
75			10,116	9,992	16,800	4,559	14,800	11,800	-20.27%

2021 Greenwood PRELIMINARY Budget

		2018 Actual	2019 Actual	2019 Budget	2020 June YTD	2020 Budget	2021 Budget	% Change	% Total Budget
76	AUDITING								
77	101-41700-301 Auditing (\$1000 for state auditor filing requirements)	1,000	1,000	1,500	0	1,000	1,000	0.00%	
78		1,000	1,000	1,500	0	1,000	1,000	0.00%	0.13%
79	GENERAL GOVERNMENT TOTAL	110,744	108,709	118,163	64,614	120,704	89,705	-25.68%	11.27%
80									
81	LAW ENFORCEMENT								
82	101-42100-310 Law Enforcement - Contract	191,201	196,011	196,011	100,089	200,179	208,652	4.23%	
83	101-42100-311 Police Side Building Facility (Based on Total Tax Capacity on County Website in July)	46,030	46,016	46,016	22,636	45,272	45,640	0.81%	
84	101-42100-439 Police Safety - Other (Jail, Court Overtime, Etc.)	3,958	394	1,500	448	1,500	1,500	0.00%	
85		241,189	242,421	243,527	123,173	246,951	255,792	3.58%	32.14%
86	FIRE								
87	101-42200-309 Fire Protection - Operations (2020, 2021: This number includes both operations and facilities)	79,930	85,268	85,268	43,891	148,549	157,887	6.29%	
88	101-42200-311 Fire Side Building Facility	61,405	61,166	61,166	30,383	0	0	#DIV/0!	
89		141,335	146,435	146,434	74,275	148,549	157,887	6.29%	19.84%
90	PUBLIC SAFETY TOTAL	382,524	388,856	389,961	197,448	395,500	413,679	4.60%	51.98%
91									
92	ZONING								
93	101-42400-308 Zoning Administration	5,973	6,560	7,000	5,586	7,000	8,000	14.29%	
94	101-42400-309 Public Notices	1,500	1,341	2,000	602	2,000	1,500	-25.00%	
95	101-42400-310 Building Inspections	33,429	35,308	23,460	11,315	23,460	30,360	29.41%	
96	101-42400-438 Misc. (County Recording Fees, State Bldg. Surcharge, etc.)	0	46	0	0	0	0	#DIV/0!	
97	ZONING TOTAL	40,902	43,256	32,460	17,503	32,460	39,860	22.80%	5.01%
98									
99	ENGINEERING								
100	101-42600-303 Engineering Fees - Misc.	4,490	4,244	3,000	3,845	4,500	4,500	0.00%	
101		4,490	4,244	3,000	3,845	4,500	4,500	0.00%	0.57%
102	UTILITIES & ROADS								
103	101-43100-381 S&R - Utility Services - Elec (Includes Siren Electric)	5,055	4,714	5,000	2,462	5,000	5,000	0.00%	
104	101-43100-409 Other - Road Repair & Maintenance (Public Works Repairs)	3,928	4,218	3,000	1,120	4,000	4,000	0.00%	
105		8,983	8,932	8,000	3,582	9,000	9,000	0.00%	1.13%
106	MAJOR ROAD IMPROVEMENTS								
107	101-43200-229 Major Road Improvements - Construction	0	0	0	0	0	0	#DIV/0!	
107	101-43200-303 Major Road Improvements - Engineering	0	0	0	0	0	0	#DIV/0!	
108	101-43200-500 Transfer to Road Improvement Fund	244,000	124,000	124,000	0	124,000	124,000	0.00%	
109	Note: Deephaven's 2017 road costs were 9% of their budget	244,000	124,000	124,000	0	124,000	124,000	0.00%	15.58%

2021 Greenwood PRELIMINARY Budget

		2018 Actual	2019 Actual	2019 Budget	2020 June YTD	2020 Budget	2021 Budget	% Change	% Total Budget
110	PUBLIC WORKS								
111	101-43900-226 Signs	303	1,179	1,000	211	1,000	1,000	0.00%	
112	101-43900-312 Snow Plowing	22,869	20,778	18,000	9,726	18,540	18,540	0.00%	
113	101-43900-313 Trees, Mowing, and Misc Maintenance	12,353	11,773	20,000	3,903	16,000	16,000	0.00%	
114	101-43900-314 Park & Tennis Court Maintenance	3,241	3,053	4,000	2,338	4,000	4,000	0.00%	
115	101-43900-315 Trail Snow Plowing (LRT and Tar Paths)	1,762	1,411	1,500	0	1,500	1,500	0.00%	
116		40,527	38,193	44,500	16,178	41,040	41,040	0.00%	5.16%
117	ROADS & PUBLIC WORKS TOTAL	297,999	175,369	179,500	23,605	178,540	178,540	0.00%	22.44%
118									
119	MISC. EXPENSES								
120	101-49000-310 Recycling Contract (2020 2.8% increase, 2021 2.94% increase)	24,287	23,345	24,739	13,870	24,967	25,701	2.94%	
121	101-49000-311 Spring Clean-Up Day	4,481	5,729	4,500	5,976	6,000	6,000	0.00%	
122	101-49000-369 League of Minnesota Cities Insurance Trust / Liability & Property	4,419	4,007	4,000	0	4,500	4,500	0.00%	
123	101-49000-370 League of Minnesota Cities Insurance Trust / Workers Comp	319	200	325	200	325	325	0.00%	
124	101-49000-433 Misc. Expenses	0		100	0	100	100	0.00%	
125	101-49000-435 League of Minnesota Cities	895	902	875	0	922	922	0.02%	
126	101-49000-436 Lake Minnetonka Conservation District	6,816	7,090	7,090	3,539	7,077	7,335	3.65%	
127	101-49000-437 July 4th Fireworks & Parade (\$1500 Chamber of Commerce, \$100 parade)	1,587	1,522	1,600	0	2,000	1,600	-20.00%	
128	MISC. TOTAL	42,805	42,795	43,229	23,584	45,891	46,483	1.29%	5.84%
129									
130	Subtotal	874,973	758,985	763,313	326,755	773,095	768,266	-0.62%	
131									
132	CONTINGENCY & FUND TRANSFERS								
133	101-49000-439 Contingency	0	0	4,000	0	0	18,000	#DIV/0!	
134	101-49000-500 Transfer to Bridge Fund	10,000	10,000	10,000	0	9,500	9,500	0.00%	
135	101-49000-720 General Fund Transfer Out	0	0	0	0	0	0	#DIV/0!	
136	CONTINGENCY & FUND TRANSFER TOTAL	10,000	10,000	14,000	0	9,500	27,500	189.47%	3.46%
137									
138	Total Expenses	884,973	768,985	777,313	326,755	782,595	795,766	1.68%	
139									
140	GENERAL FUND YEAR-END CASH BALANCE (Goal: 35%-50% of Operating Expenditures)	541,528	505,443						
141	<i>Percent of Operating Expenditures</i>	61.19%	65.73%						

2021 Greenwood PRELIMINARY Budget

		2018 Actual	2019 Actual	2019 Budget	2020 June YTD	2020 Budget	2021 Budget	% Change	% Total Budget	
142	SEWER ENTERPRISE FUND <i>This fund may be used for any city purpose. Goal: \$400,000.</i>									
143	602-34401	REVENUE: Sewer Use Charges (\$65 per quarter)	96,121	97,010	100,899	48,552	96,645	97,010	0.38%	
144	602-34402	REVENUE: Late Charges & Penalties	262	402	0	177	250	250	0.00%	
145	602-34403	REVENUE: Delinquent Sewer Payments Received	186	325	0	0	150	150	0.00%	
146	602-34404	REVENUE: Delinquent Sewer Late Fees Received	0	0	0	0	0	0	#DIV/0!	
147	602-34405	REVENUE: Interfund Transfer In	0	0	0	0	0	0	#DIV/0!	
148	602-34408	REVENUE: Permit Fees	600	675	0	400	300	300	0.00%	
149	602-36220	REVENUE: Other Income (SAC charges)	0	0	2,500	2,485	0	0	#DIV/0!	
150	602-38100	REVENUE: Grant Revenue	0	27,793	0	0	0	0	#DIV/0!	
151	602-37100	REVENUE: Excelsior Blvd. Watermain Project (Excelsior Blvd Watermain Assessment Payments)	11,267	5,337	12,000	0	11,250	5,000	-55.56%	
152	602-36100	REVENUE: Special Assessments	6,466	0	0	0	6,500	0	-100.00%	
153	602-43200-303	EXPENSE: Engineering Sewer	10,175	14,873	10,000	10,379	10,000	10,000	0.00%	
154	602-43200-309	EXPENSE: Met Council	41,590	44,487	52,000	16,648	43,087	46,267	7.38%	
155	602-43200-310	EXPENSE: Public Works Sewer	7,179	6,971	7,000	202	7,000	7,000	0.00%	
156	602-43200-381	EXPENSE: Utility Services - Electric	3,186	1,606	3,000	1,675	3,000	3,000	0.00%	
157	602-43200-404	EXPENSE: Repair & Maintenance	10,579	15,037	14,000	0	14,000	14,000	0.00%	
158	602-43200-410	EXPENSE: Excelsior Blvd. Watermain Project (Hennepin County Special Assessment Fee)	0	0	400	0	0	0	#DIV/0!	
159	602-43200-439	EXPENSE: Misc. (Gopher State One Call, Forms, Printing, Insurance, etc.)	492	614	900	174	600	600	0.00%	
160	602-43200-530	EXPENSE: Capital Outlay (I&I Projects)	0	53,640	14,000	0	14,000	14,000	0.00%	
161	602-43200-720	INTERFUND TRANSFER OUT: To General Fund (10% of budgeted sewer revenue for adm. costs)	10,090	10,090	10,090	0	9,665	9,701	0.38%	
162		Net Total	31,612	-15,777	4,009	22,537	13,744	-1,858	-113.52%	
163		SEWER ENTERPRISE FUND CASH BALANCE	349,363	342,648						
164										
165	STORMWATER SPECIAL REVENUE FUND <i>This fund may be used for any city purpose.</i>									
166	502-34401	REVENUE: Stormwater Use Charges (2018, 2019, 2020: \$19 per quarter)	25,149	25,371	25,729	12,593	25,317	25,371	0.21%	
167	502-34403	REVENUE: Delinquent Stormwater Payments Received	0	0	0	0	0	0	#DIV/0!	
168	502-34404	REVENUE: Delinquent Stormwater Late Fees Received	0	0	0	0	0	0	#DIV/0!	
169	502-34405	INTERFUND TRANSFER IN	0	0	0	0	0	0	#DIV/0!	
170	502-43200-303	EXPENSE: Engineering Stormwater	10,154	7,783	3,500	2,981	3,500	3,500	0.00%	
171	502-43200-310	EXPENSE: Public Works Stormwater	1,473	242	0	0	0	0	#DIV/0!	
172	502-43200-319	EXPENSE: Equipment and Maintenance	0	0	0	0	0	0	#DIV/0!	
173	502-43200-409	EXPENSE: Street Sweeping	2,453	2,641	2,700	2,388	2,700	2,700	0.00%	
174	502-43200-439	EXPENSE: Misc. (EPA Fee, Public Notices, Etc.)	606	176	250	236	500	500	0.00%	
175	502-43200-530	EXPENSE: Capital Outlay	3,536	2,800	0	0	0	0	#DIV/0!	
176	502-43200-720	INTERFUND TRANSFER OUT: To General Fund (10% of budgeted stormwater rev. for adm. costs)	2,573	2,573	2,573	0	2,532	2,537	0.21%	
177		Net Total	4,354	9,156	16,706	6,988	16,085	16,133	0.30%	
178		STORMWATER SPECIAL REVENUE FUND CASH BALANCE	23,343	34,000						
179										

2021 Greenwood PRELIMINARY Budget

		2018 Actual	2019 Actual	2019 Budget	2020 June YTD	2020 Budget	2021 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	11,731	0	32,560	0	0	#DIV/0!
182	401-45100-100	EXPENSE: Park Improvements	2,176	0	0	2,870	0	0	#DIV/0!
183		Net Total	-2,176	11,731	0	29,690	0	0	#DIV/0!
184		PARK FUND CASH BALANCE	14,580	26,311					
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 (2021: \$1600 x 26 boats, \$300 x 1 sailboats, \$50 x 12 canoes)	38,000	39,500	39,600	40,750	41,200	42,500	3.16%
188	605-45100-309	EXPENSE: Professional Services (Dock In and Out, Weed Removal)	8,300	7,650	7,000	1,900	8,500	8,500	0.00%
189	605-45100-310	EXPENSE: Public Works	196	600	500	1,011	500	500	0.00%
190	605-45100-439	EXPENSE: Misc. (LMCD Multi-Dock License \$350, SABLID / AIS \$2500, Insurance \$873)	2,843	2,843	3,723	2,500	3,723	3,723	0.00%
191	605-45100-590	EXPENSE: Capital Outlay	0	0	0	0	0	0	#DIV/0!
192	605-49300-720	OPERATING TRANSFER: To General Fund	12,500	12,500	12,500	0	12,500	15,000	20.00%
193	605-49300-721	ADMINISTRATIVE EXPENSE: To General Fund (10% of budgeted marina revenue for adm. costs)	3,860	3,960	3,960	0	4,120	4,250	3.16%
194		Net Total	10,301	11,948	11,917	35,339	11,857	10,527	-11.22%
195		MARINA ENTERPRISE FUND CASH BALANCE	78,704	106,843					
196	BRIDGE CAPITAL PROJECT FUND <i>This fund was created in 2010. The funds may be used for any city purpose. Goal: \$200,000</i>								
197	403-39200	REVENUE: Transfer from General Fund	10,000	10,000	10,000	0	9,500	9,500	0.00%
198	403-45100-303	EXPENSE: Engineering	2,072	60	4,000	0	2,000	0	-100.00%
199	403-45100-304	EXPENSE: Legal Services	0	0	0	0	0	0	#DIV/0!
200	403-45100-530	EXPENSE: Capital Outlay	0	0	0	0	0	0	#DIV/0!
201		Net Total	7,928	9,940	6,000	0	7,500	9,500	26.67%
202		BRIDGE CAPITAL PROJECT FUND CASH BALANCE	181,304	181,244					
203	SPECIAL PROJECT FUND <i>This fund was created in 2013.</i>								
204	301-36103	REVENUE: Greenwood Park Stormwater Project	0	0	0	0	0	0	#DIV/0!
205	301-36210	REVENUE: Tree Security Deposits	0	6,875	0	0	0	0	#DIV/0!
206	301-47000-603	EXPENSE: Greenwood Park Stormwater Project (Capital Outlay, Engineering, Etc)	39,779	26,180	0	0	0	0	#DIV/0!
207		Net Total	-39,779	-19,305	0	0	0	0	#DIV/0!
208		SPECIAL PROJECT FUND CASH BALANCE	27,710	8,405					
209	ROAD IMPROVEMENT FUND <i>This fund was created in 2014. The funds may be used for any city purpose. Goal: \$_____.</i>								
210	404-36230	REVENUE: Transfers from General Fund and other Funds	244,000	124,000	124,000	0	124,000	124,000	0.00%
211	404-36231	REVENUE: Misc. Revenue	0	0	0	0	0	0	#DIV/0!
212	404-45100-100	EXPENSE: Capital Outlay (2018 number includes engineering, public notices, etc.)	230,402	48,156	75,000	0	75,000	75,000	0.00%
213	404-45100-303	EXPENSE: Engineering Expenses, Public Notices, Etc.	0	34,451	20,000	3,080	20,000	20,000	0.00%
214		Net Total	13,598	41,393	29,000	-3,080	29,000	29,000	0.00%
215		ROAD IMPROVEMENT FUND CASH BALANCE	-6,183	83,224					
216	Total Cash Balance		1,210,349	1,288,118					

**AN ORDINANCE OF THE CITY OF GREENWOOD, MINNESOTA
AMENDING GREENWOOD ORDINANCE CODE CHAPTER 5 FEES AND AMENDING
RELATED ANIMAL FEE ORDINANCES**

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

SECTION 1.

Greenwood ordinance code section 445.05 Registration and Licensing Requirements is repealed in its entirety:

~~“Section 445.05. Registration and Licensing Requirements.~~

~~Subd. 1. Licensure Required. All dogs over the age of six months kept in this city, including those allowed by a multiple dog license, shall be licensed and registered by the owner with the city. The fee for the license and registration shall be set by resolution of the city council. License applications shall be made at the office of the city clerk on city forms, setting forth the name and address of the owner, the name, breed, age, color, and gender of the dog, and such other information as may be considered necessary by the city. Applicants shall provide proof that each dog has current vaccination against rabies. License tags, if issued at the election of the city, shall be securely attached around the dog's neck at all times during the license term. If the tag is lost or stolen, the owner may obtain a duplicate license and tag upon payment of a fee set by resolution of the city council.~~

~~Subd. 2. Term of License. The license period shall be that specified by the city in appendix.~~

~~Subd. 3. New Residents of City. Any person who moves into and becomes a resident of the city and who owns a dog within the city shall cause the same to be registered and licensed as provided hereinbefore within a period of not more than 30 days after becoming a resident of the city.~~

~~Subd. 4. Transfer of License. The license of any dog, licensed by the city, may be transferred to a new owner of the licensed dog for the duration of that license. The transfer is when the information regarding the new owner is filed with the city clerk. The fee for license transfers shall be set by resolution of the city council.~~

~~Subd. 5. Revocation. Any person making any false statement on any license application required by this section shall be guilty of a misdemeanor. The city clerk / treasurer shall revoke any license issued under this section if the owner has made any false statement on the license application. No refund of any fees shall be due to the licensee whose license has been revoked.~~

~~Subd. 6. Reinstatement. Any person whose license has been revoked under this section may reapply for such license after all deficiencies have been corrected. Any person making application after any revocation shall follow the procedures set out for the initial issuance of the license and shall pay the fees in the full amount that would be required for an original license.”~~

SECTION 2.

Greenwood ordinance code section 445.15 Limitation on Number of Dogs is amended to read as follows:

“Section 445.15. Limitations on Number of Dogs.

Within the limits of the city, no person may own, keep, harbor, or maintain more than 3 dogs over the age of 6 months. ~~unless a multiple dog license is first obtained from the city.”~~

SECTION 3.

The Greenwood ordinance code section 445.80 Appendices is deleted in its entirety:

~~“Section 445.80. Appendices.~~

~~Subd. 1. Dog Licensing Required.~~

~~(a) All dogs kept in the city shall be registered in the office of the city clerk. The owner shall obtain a license and tag for each dog and pay for each such fee as the city council may adopt and set forth in chapter 5 of this code book. The council may provide for higher license fees for female dogs than for male or spayed females. The license tag shall be securely attached around the dog's neck and kept there at all times during the license period. If the tag is lost or stolen, the owner shall purchase a duplicate license and tag from the city clerk.~~

~~(b) The license shall be for a term of up to 2 years provided that in the event the dog's rabies certificate from a licensed veterinarian expires prior to the end of the license term, the owner shall, on or before expiration of the rabies certificate, provide evidence of a new, valid rabies certificate or the license shall become null and void. No license shall be issued for a dog unless the owner shall show written evidence that the dog has been inoculated for the prevention of rabies within the past 2 years.~~

~~Subd. 2. Reserved.~~

~~Subd. 3. Running at Large Prohibited. No owner of a dog, cat, or other animal owner, shall permit same to run at large, but this shall not prohibit the appearance of the animal upon the streets or other public places when such animal is under restraint. The finding of any dog, cat or animal running at large shall be prima facie evidence of a violation of this section by the owner of said animal."~~

Note: Running at large is covered by 445.30

SECTION 4.

Greenwood ordinance code section 510 fee schedule is amended to update the following fees:

Type of License, Permit, or Fee	Section	Fee	Conditions & Terms
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
Boat Launch Permit Sticker (for Meadville boat launch):			
Resident	425.45	2 free stickers are mailed to each property each year. 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.
Municipal St. Alban's Bay Dock Permit	425.30 (5)	\$1550 \$1600	Per slip, per season
Subdivision-Related Fees:			
Simple Subdivision Fee	600.07	\$400 plus \$1500 deposit towards consultant / contract service provider expenses incurred by the city. as they exceed the base fee amount. If the expenses are less than \$1500, the balance will be refunded to the applicant. If expenses exceed \$1500, the applicant will be invoiced and payment must be received prior to city council approval of the subdivision.	
Preliminary Plat Application Fee	600.10	\$500 plus \$1500 deposit towards consultant / contract service provider expenses incurred by the city. as they exceed the base fee amount. If the expenses are less than \$1500, the balance will be refunded to the applicant. If expenses exceed \$1500, the applicant will be invoiced and payment must be received prior to city council approval of the preliminary plat.	
Final Plat Application Fee	600.15	\$500 plus Park fund dedication fee and 1500 deposit towards consultant / contract service provider expenses incurred by the city. as they exceed the base fee amount. If the expenses are less than \$1500, the balance will be refunded to the applicant. If expenses exceed \$1500, the applicant will be invoiced and payment must be received prior to city council approval of the final plat.	
Zoning-Related Fees:			
Appeals of Alleged Error in Administration of Zoning Ord	1155.05	\$450 plus \$1500 deposit towards consultant / contract service provider expenses incurred by the city. as they exceed the base fee amount. If the expenses are less than \$1500, the balance will be refunded to the applicant. If expenses exceed \$1500, the applicant will be invoiced and payment must be received prior to final city council action.	Fee is per application. If the city council finds that an error was made, all fees paid shall be returned to the applicant.
Code Amendment Application Fee	1160.05	\$400 plus \$1500 deposit towards consultant / contract service provider expenses incurred by the city. as they exceed the base fee amount. If the expenses are less than \$1500, the balance will be refunded to the applicant. If expenses exceed \$1500, the applicant will be invoiced and payment must be received prior to final city council action.	Per application
Conditional Use Permit Application Fee	1150.15	\$400 plus \$1500 deposit towards consultant / contract service provider	Per application

		expenses incurred by the city. as they exceed the base fee amount. If the expenses are less than \$1500, the balance will be refunded to the applicant. If expenses exceed \$1500, the applicant will be invoiced and payment must be received prior to release of signed findings resolution.	
Conditional Use Permit Extension	1150.21	1st 1-year extension: \$50 (approved by zoning administrator). Subsequent 1-year extensions: \$350 (approved by city council).	
Grading Permit for stand-alone project	1140.19	\$200 plus \$1500 deposit towards consultant / contract service provider expenses incurred by the city as they exceed the base fee amount. If the expenses are less than \$1500, the balance will be refunded to the applicant. If expenses exceed \$1500, the applicant will be invoiced and payment must be received prior to final city council action.	Per application
Grading Permit for project in conjunction with a building permit, variance application, or conditional use permit application	1140.19	No Fee	
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	\$450 plus \$1500 deposit towards consultant / contract service provider expenses incurred by the city as they exceed the base fee amount. If the expenses are less than \$1500, the balance will be refunded to the applicant. If expenses exceed \$1500, the applicant will be invoiced and payment must be received prior to release of signed findings resolution.	Per application

”

SECTION 5.

Greenwood ordinance code section 500.10 fee schedule is amended to read as follows:

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

Payment in accordance with billings shall be made no later than the billing date established for the account. ~~The city of Greenwood does not prorate 30-day, monthly, quarterly, seasonal, and annual fees. Property sellers and buyers should coordinate any prorations between themselves and jointly ensure that all fees are properly paid.~~ In addition to the charges provided, there shall be a late charge for payments made after the 30th day after the billing date. When a charge is more than 30 days past due, it shall be considered delinquent. It shall be the duty of the clerk to endeavor to promptly collect delinquent accounts. All delinquent accounts shall be certified by the clerk who shall prepare an assessment roll each year providing for assessment of the delinquent amounts against the respective properties served. The city council may set an additional assessment penalty fee for delinquent accounts that are certified to the county for collection. The assessment roll shall be delivered to the council for adoption on or before October 10 of each year. Such action may be optional or subsequent to taking legal action to collect delinquent accounts. The delinquent account fee and additional assessment penalty fee shall be determined by the council and set forth in the section 510 fee schedule of this chapter.

SECTION 6.

Effective Date. This ordinance shall be effective January 1, 2021.

Enacted by the city council of the city of Greenwood, Minnesota this ___ day of _____, 2020

There were ___ AYES and ___ NAYS.

CITY OF GREENWOOD

By: _____
Debra J. Kind, Mayor

Attest: _____
Dana H. Young, City Clerk

CITY OF GREENWOOD

Debra J. Kind, Mayor

Attest: Dana H. Young, City Clerk

First reading: ____

Second reading: _____

Publication: ____

REQUEST FOR QUALIFICATIONS

Public Works Services for the City of Greenwood, Minnesota

PROPOSALS DUE:

QUESTIONS AND SUBMISSIONS

Debra Kind, Mayor
5140 Curve Street
Greenwood, MN 55331
E: dkind100@me.com
P: 612-718-6753

Bill Cook, Public Works Committee
E: billandtishcook@msn.com
P: 612-805-0424

Background

The City of Greenwood is requesting contracted public works services to replace the currently provided services by the City of Deephaven. The City of Greenwood intends to contract with a single entity for the entirety of this scope of work. That entity may provide some of the scope through subcontracting, however, the City will not be party to any subcontracts and will therefore hold the contracting company responsible to complete the scope of work to the City's satisfaction.

The City intends to offer a contract to the successful proposer for a 12-month period, with the option of renewing the contract for a longer period of time and multiple extensions with acceptable cost escalations after the initial 12-month period.

Services Description

The following description is intended to provide information on the types of services anticipated and is not considered the entire list of services required to be performed. The City of Greenwood is requesting Public Works Services as follows:

1. Snow plowing
 - a. Weather forecasting services to identify potential snow fall events
 - b. Identification and implementation of pre-storm activities
 - c. Mobilization and operation of snow plowing events
 - d. Measurement of key service benchmarks and development of improvement plans if necessary.
 - e. Scope shall include:
 - i. All City Streets and Rights of Ways designated on the City Snow Plowing Map
 - ii. The Regional Trail within the boundaries of the City including the entire St. Albans Bay Bridge and the City Sidewalks and trails as designated on the City Snow Plowing Map
 - f. Level of Service
 - i. The City anticipates that the City Streets will be plowed to wet pavement within 6 hours after each storm and within 6 hours of each accumulation of 2 inches of snow.
 - ii. Snow moving and storage would occur after street plowing has been completed.
2. Signs
 - a. Order and install signs as directed by the Mayor and/or Council
3. Sewer System
 - a. Interface with the Lift Station Maintenance Company and coordinate maintenance activities
 - b. Inspect manholes on an annual basis for condition and obstructions
 - c. Report findings of manhole inspections back to the Public Works Committee/Council Member.

- d. Report flow monitoring information after severe storms to the Public Works Committee/Council Member.
4. Landscaping
- a. Annually trim growth away from trails, sidewalks, and roads.
 - i. Control growth to at least 6 inches away from the vertical extension of the edge of pavement unless otherwise required by other elements.
 - ii. Control growth to at least 8 feet above the nearest edge of pavement elevation.
 - iii. Reduce growth as needed to maintain healthy plantings.
 - b. Monthly, review intersection sight lines and trim or remove landscaping to maintain sight lines.
 - c. Remove downed trees and other vegetation blocking roads or public access.
 - i. Within one hour of notification, provide traffic control if needed.
 - ii. Within one hour of notification start removal activities.
 - iii. Report activities to the public works Committee / Council Member and Mayor. Provide email blast to all connected residents.
 - iv. Complete removal activities as soon as practical.
 - d. Remove downed trees or other vegetation within the City Parks and Rights of ways as directed. Negotiate and manage larger tree removal projects with professional tree companies.
 - e. Minor excavation and filling
 - i. Provide materials and labor to excavate or fill areas as directed.
 - f. General Clean up
 - i. Provide materials and labor to clean up areas of rock filters, culverts, ditches, waterways, parks, City docks and other facilities as directed.
5. Roads
- a. Provide minor repair, removal, and replacement services to maintain City roads and paths.
6. Parks
- a. Annually power wash the Tennis / Pickleball / Basketball court in the Greenwood City Park
 - b. Annually clear the path of debris and vegetation. Smooth the trail surface and replace the surface as necessary.
 - c. Annually review the park condition with the Parks Committee / Council Member and develop a punch list of items. Obtain City authorization and complete the punch list.
7. City Dock
- a. Coordinate the City Dock installation and Removal with the City's Dock Contractor.
 - b. Review the condition of the dock on a biweekly basis when it is installed and determine if any repairs are needed.
 - c. Respond to any dock emergency within 1 hour of notification and make temporary repairs as needed.
8. Services as assigned
9. Communications
- a. Provide a list of telephone numbers and email addresses to the City and make assignments that provide a continuous 24-hour staffing to address City issues.

- b. Make those listed staff members available as needed.
- c. Maintain voicemail, text, and email capacity to be able to respond to all communications from the City or its residents.
- d. Report to the City Council on a quarterly basis of the status of the community.
 - i. Report to the City Council after each emergency occurrence that is described in this document that requires items to be completed within 0-6 hours of notification.

TIMELINE & SCHEDULE

Tentative High-Level Timeline & Schedule	
Submission Deadline	
Services Agreement Start Date	01/01/2021

SERVICES AGREEMENT & COST ESTIMATES

The City intends, but is not obligated, to award a services agreement Public Works Services. Reimbursement will be based on hourly rates and expenses.

The selected consultant will be required to provide comprehensive general liability, and worker’s compensation insurance, property and automobile coverage and errors and omissions insurance with the City listed as a named insured. Levels of insurance shall be as stated in the Professional Services Agreement.

REFERENCE MATERIALS

The following references are available to obtain current and background information.

1. City snow plowing map
2. City landscaping map

3. XXXX

SELECTION PROCESS

The City Council will review and approve the scope of work, the procurement process, the proposals, the results of each scope item and the conclusions of the work. Any follow-up work, or work out of scope of the project, must be approved by the City council prior to commencing the work.

PROPOSAL AND SELECTION PROCESS

Proposals must be submitted digitally and identify the following:

1. The experience and qualifications of the company with a brief explanation of their relevance to this project.
2. The experience and qualifications of the manager, if different than the person identified in paragraph 1, with a brief explanation of the relevance to this project.
3. An assessment of the proposer's ability to complete the work in the timeframe of the RFP.
4. Any scope suggestions, alternatives, or options made by the proposer to increase the value of this work.
5. Hourly rates for staff, equipment, and materials for each task item in the scope of work and anticipated quantities.
6. Subcontracted scope of items will be passed through with a maximum 10% markup for overhead.
7. Proof of insurance and W-9 and corporate / individual licenses necessary to conduct this type of work in Minnesota.
8. References of at least three individuals or organizations that can provide feedback about past projects.

INITIAL SCREENING

Upon receipt of the proposals, the City Selection Committee will rank them based on the following in priority order. Interviews will be held with at least the top two to four applicants.

1. The experience and qualifications of the proposer relevant to this project.
2. Clarity and completeness of the proposal.

3. The soundness of the proposed methods and approach to the work (e.g. consultant's plan for stakeholder engagement, coordinating existing data with new data).
4. The hourly rates presented.
5. The ability to complete the work in the schedule provided or agreed upon.

The City will conduct initial screening of the applicants, obtaining comments from various agencies and entities relative to the RFP.

INTERVIEWS

Applicants that are chosen from the initial screening will be interviewed by the City Selection Committee. The Selection Committee may include any of the City Council officers (up to 4), Mayor (1).

SELECTION

Based on the proposals, the interviews, and any additional information requested and received by the City, the Selection Committee will make its recommendation to the City Council.

AGREEMENT FOR BUILDING INSPECTION SERVICES

This agreement is made and entered into by the City of Greenwood (“Greenwood”) and the City of Minnetonka (“Minnetonka”), both of which are Minnesota municipal corporations.

Greenwood- previously contacted with the City of Deephaven for the provision of building inspection services. Greenwood subsequently arranged to contract with Minnetonka for the provision of certain of those services on behalf of itself. This agreement is authorized by Minnesota Statutes §326B.121 and §471.59, subd. 1.

Accordingly, the parties agree that Minnetonka will provide certain building inspection services for Greenwood, subject to the following conditions:

1. **Definition of Building Code.** The “Building Code” administered and enforced under this agreement means the current edition of the Minnesota State Building Code as adopted by the Minnesota Commissioner of Administration from time to time pursuant to Minnesota Statute §326B, including the rules and codes adopted by reference therein.

2. **Adoption of Building Code.** Greenwood agrees to adopt by ordinance the Building Code as defined above, and to keep the ordinance current as new model code editions are subsequently adopted by the Commissioner of Administration. Greenwood may adopt the standard fee schedule or the schedule as provided under Minnesota Statute §326B.153. Minnetonka will inform Greenwood whenever the ordinances must be revised to include a new or revised code edition.

3. **Building Official Services.** The services to be provided by Minnetonka shall include pre-construction plan review and on-site construction inspection for all residential and non-residential construction, as required for enforcement and administration of the Building Code. Specifically included are all services relating to general construction, plumbing, heating, ventilation, electric, air conditioning and refrigeration work for which a permit is required under the Building Code. Additionally, Minnetonka shall provide electrical inspection services for residential construction. Specifically excluded are any services relating to Housing and Fire code enforcement or any other compliance code inspections not performed in connection with issuance of a Building Code Permit. The services shall be performed by the Minnetonka Building Official (“Building Official”) or by a qualified building inspector (“Building Inspector”) working under the Building Official’s direct supervision.

4. **Administration procedures.** This section is set forth to clarify the responsibilities of each participant and to establish procedures for issuing permits and performing inspection service.

a) Responsibility of Greenwood

1) Administer and enforce all zoning requirements including but not limited to approval of site plan, building size, location and use, and general performance standards.

2) Administer all contractor licensing requirements.

3) Issue all permits and collect local permit fees and state or regional charges including Metropolitan Environmental Services SAC charges and State Building Code surcharges.

4) Maintain permanent records.

5) Complete all periodic reports and governmental surveys.

6) Prosecute all violations.

b) Responsibility of Minnetonka

1) Perform all residential and non-residential pre-construction plan reviews.

2) Perform all residential and non-residential construction and residential electrical inspections required for building code enforcement.

3) Provide inspections reports and other information for the permanent records kept by Greenwood.

4) Assist in all Building Code violation prosecutions with the Building Official's time, records, and expert information. Inspection services provided under paragraph 9-C below shall be compensated separately as provided therein.

5) Assist Greenwood to provide general building code information to citizens.

6) Subject to 9(c) below, provide other inspection services or technical recommendations related to building code matters as may from time to time be requested by Greenwood.

c) Procedure for Building Code Administration

1) Greenwood shall review all architectural drawings, specifications and site plans and certify to the Minnetonka Building Official that the same are in compliance with applicable zoning and land use ordinances.

2) The Building Official or a qualified Building Inspector working under the direct supervision of the Building Official shall review the building construction plans for conformance with the Building Code and approve, or disapprove same indicating reasons for such disapproval.

3) Greenwood, upon approval of the plan by the Minnetonka Building Official and consistent with all local requirements, issues the Building Permit, collects the plan review fee, the local and regional fees and notifies Minnetonka of the permit day, number and other pertinent information.

4) The Building Official or a qualified Building Inspector working under the direct supervision of the Building Official, performs required inspections and notifies Greenwood of monthly progress, any violations, and final completion.

5) Greenwood, upon final approval by the Minnetonka Building Official, and consistent with all local requirements, issues the Certificate of Occupancy.

5. **Administrative Responsibility.** The daily administration of the building inspection services rendered pursuant to this agreement shall be under the sole direction of Minnetonka. The degree of services rendered, the standards of performance and other matters relating to regulations and policies shall remain under the control of Minnetonka. The services rendered under this agreement shall be performed at the City offices of Minnetonka, except for required on-site inspections or as otherwise specifically noted in this agreement. Minnetonka shall submit to Greenwood a monthly report of services rendered and charges due, in such form and detail as Greenwood may reasonably require, as well as periodic suggestions regarding other matters relating to the inspection service.

6. **Communications, Equipment and Supplies.** Minnetonka shall provide the necessary supplies, equipment and vehicles to the Minnetonka Building Official except Greenwood shall provide any necessary supplies which must be specially printed for Greenwood, such as permits, forms, etc.

7. **Personnel, Employees of Minnetonka.** Personnel assigned to perform the building inspection services pursuant to this agreement shall be employees of Minnetonka which shall assume all obligations arising out of the employment relationship, including, but not limited to, salary, worker's compensation, PERA withholding tax and health insurance with respect to such personnel. Greenwood shall not be required to furnish any fringe benefits or compensation whatsoever to Minnetonka employees.

8. **Authority of Inspection Personnel.** The Minnetonka Building Official and Inspector are hereby provided specific authority by Greenwood to administer and enforce the building code as provided by this agreement.

9. **Costs.** For and in consideration of the rendition of the services described herein, Greenwood shall pay Minnetonka as follows:

a) **Building Inspection Services.** It is agreed Greenwood will pay Minnetonka \$100 per hour for electrical, plumbing, heating, and building inspections. Minnetonka is responsible for all mileage and fees for the Inspector.

b) **Plan Review Services.** It is agreed Greenwood will pay Minnetonka \$100 per hour for its plan review services. This fee will be paid by Greenwood when a plan is required to be submitted by section 302 of the Building Code. In addition, Greenwood agrees to pay Minnetonka an additional fee to cover the costs of any required outside third-party structural plan reviews when these outside services are deemed necessary by the Minnetonka Building Official and are approved in advance by Greenwood's City Administrator.

c) **Other Inspection Services.** Upon request by Greenwood, the Building Official or Building Inspector will assist Greenwood in other inspection services, such as hazardous buildings, fire and residential code enforcement housing code enforcement, compliance inspections, etc. which services will be paid on the hourly basis noted above.

10. **Hold Harmless and Indemnification Agreement.** Greenwood shall indemnify and hold harmless Minnetonka, the City Council of Minnetonka and the agents and employees of the

City of Minnetonka from and against all claims, damages, losses, liabilities or expenses, including attorney fees arising out of or resulting from the performance of the services to be provided pursuant to this agreement.

11. **Insurance.** During the entire term of this agreement, Greenwood shall maintain comprehensive general liability insurance in amounts sufficient to cover the maximum liability limits provided by state law, to protect Greenwood and Minnetonka from liability, which arises directly or indirectly from the provision of services pursuant to this agreement. This insurance shall include coverage of Greenwood's indemnification obligation in paragraph 10 above.

12. **Terms of Agreement.** Notwithstanding the date of execution, this agreement shall commence on January 1, 2021. Either party may terminate the agreement without cause upon 90 days' prior written notice. Greenwood shall pay for all services rendered after the termination date which might be necessarily incurred to complete work begun before the termination date. All notices shall be sent to the Minnetonka City Manager or the Greenwood City Clerk at their respective city hall addresses.

CITY OF MINNETONKA

By _____
Brad Wiersum, Mayor

And _____
Geraldyn Barone, City Manager

CITY OF GREENWOOD

By _____
Debra J. Kind, Mayor

And _____
Dana H. Young, City Clerk

MINUTES

Greenwood City Council Worksession & Regular Meeting

Wednesday, August 5, 2020

Via Zoom Video-Conferencing Technology Due to COVID-19



Worksession

1. CALL TO ORDER | ROLL CALL | APPROVE AGENDA

Mayor Kind called the worksession to order at 6:30pm.

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

Members Absent: Councilmember Kristi Conrad

Motion by Roy to approve the worksession agenda. Second by Fletcher. Motion passed 4-0.

2. DISCUSSION: 2021 Budget & Fees

The council discussed the proposed 2021 budget and fee changes. The revised draft of the budget will be discussed further at the 6:30pm worksession before the 09-02-20 council meeting. The proposed tax levy is a slight decrease of -0.06%. The preliminary 2021 budget and levy will be approved during the regular meeting on 09-02-20. No changes were made to the proposed fee ordinance. The council will take action on the fee ordinance at the 10-07-20 council meeting.

3. ADJOURNMENT

Motion by Roy to adjourn the worksession at 6:57pm. Second by Cook. Motion passed 4-0.

Regular Meeting

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 (arrived at 7:10pm), Bill Cook, Tom Fletcher, Rob Roy

Members Absent: None

Staff Members Present: City Engineer Rep Jeff Weyandt

Motion by Kind to approve the agenda with the change to move the Georgetown Manor discussion (9E) to after Chief Meehan (4A). Second by Fletcher. Motion passed 4-0 on a roll-call vote.

2. CONSENT AGENDA

A. Approve: 07-07-20 City Council Meeting Minutes

B. Approve: 07-07-20 City Council Worksession Minutes

C. Approve: 07-20-20 City Council Worksession Minutes

D. Approve: Jun Cash Summary Report

E. Approve: Jun Certificates of Deposit Report

F. Approve: Jul Verifieds, Check Register, Electronic Fund Transfers

G. Approve: Aug Payroll Register

H. Approve: Adoption of NFPA 96 Annex B, Mobile and Temporary Cooking Operations

Consent Agenda Motion by Cook that the city council adopts NFPA 96 Annex B, Mobile and Temporary Cooking Operations to give the Excelsior Fire District the authority to enforce requirements that would reduce the risk of a Mobile or Temporary Cooking Operation accident or explosion. Second by Roy. Motion passed 4-0 on a roll-call vote.

Motion by Cook to approve the consent agenda. Second by Roy. Motion passed 4-0 on a roll-call vote.

3. MATTERS FROM THE FLOOR

Penne Holt, 5110 West Street, shared that, along with the city, she and her husband received a summons from Taft law firm on behalf of the Old Log to register land that includes Minnetonka Blvd and about 400ft frontage on St. Alban's Bay. Penn is concerned that the Old Log or a future owner could put in docks. She stated that she recognizes that the city council's conversations with the attorney are private, but wanted to know what the city's position is regarding the

situation. Councilman Fletcher stated that the fact that we can't talk about it doesn't automatically mean that we don't share the same concerns and that input is always helpful.

Julie Ekelund, 5085 Meadville Street, asked what deems the information to be public? Mayor Kind stated that the city attorney will determine what information can be shared with the public and when.

Jan Gray, 5170 Meadville Street, also expressed concern regarding the Old Log having St. Alban's Bay lake access. She asked if there is existing title for the Old Log's property now? She stated that her brother-in-law has a historic plat book that might be helpful. She also stated that she would like the city path along that Minnetonka Blvd section of road to be improved. Mayor Kind stated that the Hennepin County Examiner has historic documents and that the application for land registration does not mention anything about lake rights. Later in the meeting during the discussion with the city engineer rep, Mayor Kind stated that the city path along Minnetonka Blvd is on the city's radar for improvements.

4. PRESENTATIONS, REPORTS, GUESTS, AND ANNOUNCEMENTS

A. Police Chief Mike Meehan: Police Update and 2021 Budget

Motion by Fletcher that the Greenwood city council approves the 2021 South Lake Minnetonka Police Department operating budget and debt service payment amounts as presented. Second by Conrad. Motion passed 5-0 on a roll-call vote.

9E. Discuss: Georgetown Manor Inspection and Res 22-20 Appointment of Building Official

Motion by Conrad that the city council approves resolution 22-20 appointing Tom Fletcher as a building official. Second by Roy. Motion passed 5-0 on a roll-call vote.

B. Fire Chief Mackey: 2021 Excelsior Fire District Budget

Motion by Cook that the Greenwood city council approves the final recommended draft of the 2021 Excelsior Fire District operating budget and facilities / capital budget as presented. Second by Roy. Motion passed 5-0 on a roll-call vote.

C. City Engineer Rep Jeff Weyandt: 2020 Engineering Projects

Motion by Cook that the city council approves the bid in the amount of \$49,999 from Valley Paving for the Linwood Circle paving project and the stormwater improvement project along Minnetonka Blvd road / trail near Sleepy Hollow Road. Motion passed 5-0 on a roll-call vote.

Motion by Cook that the city council authorizes the city engineer to submit the project approval form to receive County Aid to Municipalities (CAM) program money for 2020. Second by Cook. Motion passed 5-0 on a roll-call vote.

5. PUBLIC HEARINGS

A. None

6. ACTION RELATED TO PUBLIC HEARINGS

A. None

7. PLANNING, ZONING & SUBDIVISION ITEMS

A. Consider: Res 07-20, Conditional Use Permit Findings (grading and retaining walls) Precision Builders, LLC for 21750 Byron Circle

The council majority stated that the new plan includes a big enough change that it needs go to the planning commission for a public hearing, review, and recommendation.

B. Consider: Res 18-20, CUP Amendment Findings (grading), Alvin McQuinn, 4900 Meadville Street

Motion by Fletcher that the city council (1) adopts resolution 18-20 laying out the findings of fact as written per the resolution presented by Councilman Fletcher DENYING the conditional use permit amendment request of Alvin McQuinn, 4900 Meadville Street; and (2) directs the city clerk to mail a copy of the findings to the applicant and the DNR, and place an Affidavit of Mailing for each of the mailings in the property file. Second by Cook. Motion passed 4-1 on a roll-call vote with Kind voting Nay because she supported Staff's recommendation.

- C. Discuss: Potential Ordinance for Code Clean-Up (Building Perimeter Grade Definition, Wall Height Rules, Planning Commission Meeting Dates)

Motion by Cook that the city council (1) approves the draft of the clean-up ordinance regarding the definition of Building Perimeter Grade, Wall Height rules, and planning commission meeting dates; and (2) directs that the planning commission review the ordinance and make a recommendation to the city council. Second by Roy. Motion passed 5-0 on a roll-call vote.

8. UNFINISHED BUSINESS

- A. None

9. NEW BUSINESS

- A. Consider: Funding Request from Excelsior - South Lake Minnetonka Chamber of Commerce

Jan Weiss, Executive Director of the Chamber, stated that their goal is to raise enough money to carry the Chamber through December 2021. They already have cut 70% of the budget. The city of Excelsior has contributed 2 months run rate (\$33,192) and pledged to contribute an additional \$33,192 if Deephaven, Greenwood, Shorewood, and Tonka Bay contribute a total of \$33,192.

Angie Bean, Greenwood Resident, Chamber Member, and Co-Owner of Bean's Greenwood Marina, stated that any support the city can provide would be appreciated.

Motion by Fletcher that the city council commit up to \$4,000 if Deephaven, Shorewood, and Tonka Bay contribute the remaining \$29,192 or more to qualify for Excelsior's matching proposal. Second by Cook. Motion passed 5-0 on a roll-call vote.

- B. Discuss: Potential Landscaping the City Right-of-Way by Greenwood Market / Arco

Motion by Fletcher authorizing a subcommittee of Cook and Roy to look at options for improving the right-of-way by Greenwood Market / Arco and discuss with the property owner. Second by Kind. Motion passed 5-0 on a roll-call vote.

- C. Discuss: Potential Comments, Minnehaha Creek Watershed District's Capital Improvement Plan

Motion by Kind that the city council authorizes the mayor to send a letter to the MCWD on behalf of the city council based on the draft presented by Councilman Fletcher. Second by Cook. Motion passed 5-0 on a roll-call vote.

- D. Discuss: Signage for Shuman Woods Park

Motion by Fletcher that the city council authorizes the installation of the proposed 30 x 30 Shuman Woods Park sign parallel to St. Alban's Bay Road with the cost to be paid from the Park Fund and the location / height of the sign to be determined by Cook and Kind. Second by Cook. Motion passed 5-0 on a roll-call vote.

- E. Discuss: Georgetown Manor Inspection and Res 22-20 Appointment of Building Official

This item was discussed after 4A (see page 2).

- F. Consider: Contracts for 2021 City Services

Motion by Fletcher that the city council authorizes the mayor to sign the agreement with the city of Excelsior to provide clerk / counter services, election help, and physical space beginning on 01-01-21. Second by Conrad. Motion passed 5-0 on a roll-call vote.

Motion by Fletcher that the city council authorizes Councilman Cook and Mayor Kind to advertise for bids for public works services. Second by Cook. Motion passed 5-0 on a roll-call vote.

The consensus of the council was to include a discussion regarding city services at the 09.02.20 worksession.

- G. Discuss: Potential Comments, Lake Mtka Conservation District Proposed Deicing Rule Changes

Motion by Fletcher that the city council authorizes the mayor to send a letter of support for the LMCD's deicing rule changes to the LMCD Board. Second by Roy. Motion passed 5-0 on a roll-call vote.

10. OTHER BUSINESS

- A. None

11. COUNCIL REPORTS

- A. Conrad: Planning Commission

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

- B. Cook: Lake Minnetonka Conservation District, Public Works Committee, St. Alban's Lake Improvement District

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

- C. Fletcher: LMCC, Fire, Administrative Committee, Metro Cities, League of MN Cities

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

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

Motion by Fletcher that the city council rescinds Mayor Kind's 05-30-20 Declaration of Local Emergency and Nighttime Curfew. Second by Roy. Motion passed 5-0 on a roll-call vote.

Motion by Roy that the council authorizes the removal of all shrubs at the fire lane between 5120 & 5130 Meadville Street. Second by Kind. Motion passed 4-1 on a roll-call vote with Cook voting nay because he supports honoring what the council told the neighbors at the last city council meeting.

The council consensus was for Mayor Kind to send letter to the Water Patrol to thank them for their extra efforts for recent rescues and for the extra patrol on St. Alban's Bay where there is more activity due to the pandemic.

- E. Roy: Minnetonka Community Education

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

12. CLOSED SESSION

- A. Meeting with City Attorney Bob Vose re: Land Title Application for Registration of Land, Excelsior Entertainment, LLC

There was no new information to report, so the council did not hold a closed session with the city attorney.

13. ADJOURNMENT

Motion by Roy to adjourn the meeting at 9:20pm. Second by Cook. Motion passed 5-0 on a roll-call vote.

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 at lmcc-tv.org for 1 year.

GREENWOOD CERTIFICATES OF DEPOSIT

Report Date **7/31/20**

Acct #	Bank	Date	Term	Maturity	Rate
x237	Bridgewater Bank	11/08/18	18 Month	Cashed Out	0.00%
x238	Bridgewater Bank	03/08/19	18 Month	09/08/20	2.82%
x239	Bridgewater Bank	05/08/19	18 Month	11/08/20	2.48%
x240	Bridgewater Bank	09/08/19	18 Month	03/08/21	2.23%
x241	Bridgewater Bank	11/08/19	18 Month	05/08/21	1.59%
x242	Bridgewater Bank	03/08/18	24 Month	09/08/21	1.84%

TOTAL

CITY COUNCIL POLICY

09-03-14 Motion by Roy to authorize the administrative committee to open CDs with a maximum initial maturity of 25 . 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 ma certificate of deposit. Second by Roy. Motion passed 5-0.

10-04-17 Motion by Fletcher that the city council approves the August Certificates of Deposit Report and increases t balance for Certificates of Deposit from \$600,000 to \$700,000. Second by Kind. Motion passed 4-0.

05-02-18 Motion by Conrad that the Greenwood city council (1) authorizes the administrative committee to move forw Bridgewater Bank CD staging concept; and (2) authorizes a maximum of \$800,000 to be invested in CDs. Second by 5-0.

04-03-19 Motion by Fletcher to raise the allowable certificate of deposits balance to \$900,000 to allow for interest gr Conrad. Motion passed 4-0.

Amount	
\$	-
\$	136,020.01
\$	135,597.08
\$	135,038.27
\$	135,186.28
\$	135,461.14
\$	677,302.78

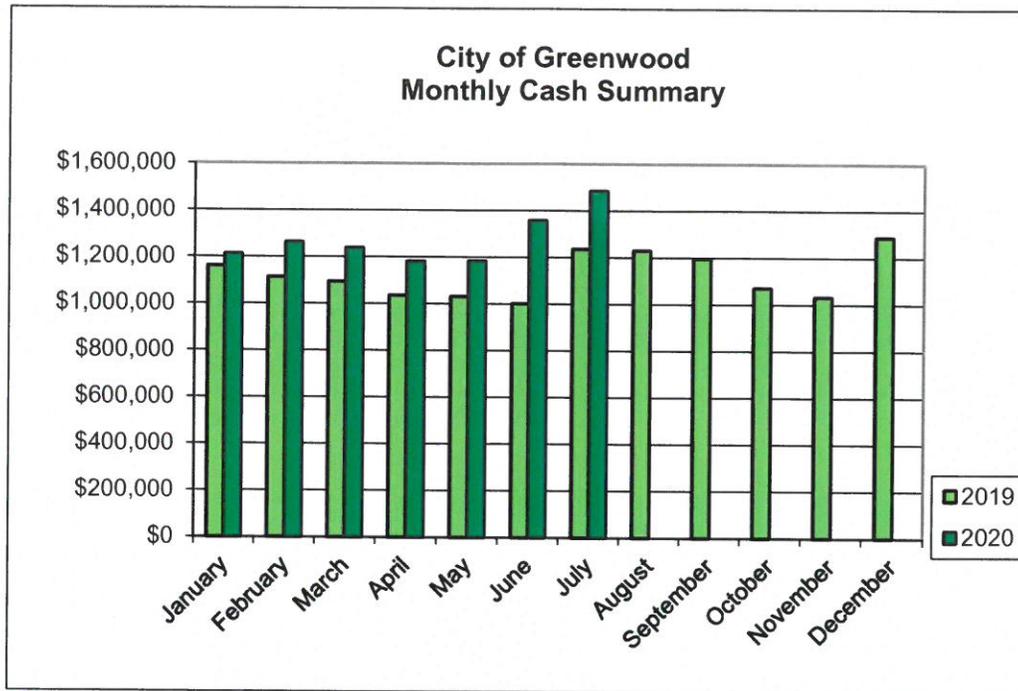
months with a combined

ximum balance of

he maximum combined

*ard with the
Quam. Motion passed*

owth. Second by



	2019	2020	Variance with Prior Month	Variance with Prior Year
January	\$1,160,255	\$1,212,136	-\$75,983	\$51,881
February	\$1,113,218	\$1,262,195	\$50,059	\$148,977
March	\$1,093,116	\$1,237,573	-\$24,622	\$144,457
April	\$1,035,438	\$1,181,345	-\$56,228	\$145,907
May	\$1,030,665	\$1,184,046	\$2,701	\$153,381
June	\$1,001,314	\$1,357,267	\$173,221	\$355,953
July	\$1,235,754	\$1,484,063	\$126,796	\$248,309
August	\$1,229,599	\$0	-\$1,484,063	-\$1,229,599
September	\$1,196,210	\$0	\$0	-\$1,196,210
October	\$1,071,209	\$0	\$0	-\$1,071,209
November	\$1,031,949	\$0	\$0	-\$1,031,949
December	\$1,288,119	\$0	\$0	-\$1,288,119

Bridgewater Bank Checking	\$137,128
Bridgewater Bank Money Market	\$669,632
Bridgewater Bank CD's	\$677,303
	<u>\$1,484,063</u>

ALLOCATION BY FUND

General Fund	\$660,819
Special Project Fund	\$8,406
General Fund Designated for P	\$55,971
Bridge Capital Project Fund	\$191,244
Road Improvement Fund	\$23,803
Stormwater Fund	\$43,854
Sewer Enterprise Fund	\$374,243
Marina Enterprise Fund	\$125,723
	<u>\$1,484,063</u>

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt
ADVANTAGE SIGNS & GRAPHICS INC					
808	ADVANTAGE SIGNS & GRAPHIC	00043254	SIGNS	08/11/2020	239.70
			SIGNS		372.50
	Total ADVANTAGE SIGNS & GRAPHICS INC				612.20
ALAN MCQUINN					
912	ALAN MCQUINN	08172020	REFUND OF OVERPAID UTILITY	08/17/2020	400.00
	Total ALAN MCQUINN				400.00
BOLTON & MENK, INC.					
51	BOLTON & MENK, INC.	0253939	2019 SEWER PROJECT	07/21/2020	468.00
		0254356	2020 DEVELOPMENT REVIEW	07/28/2020	621.00
		0254357	2020 MISC DRAINAGE	07/28/2020	178.00
		0254358	2020 MISC ENGINEERING	07/28/2020	60.00
		0254359	2020 SEWER IMPROVEMENTS	07/28/2020	444.00
		0254360	2020 STREET IMPROVEMENTS	07/28/2020	2,989.00
		0254361	SHUMAN WOODS PARK SURVEY	07/28/2020	4,721.00
	Total BOLTON & MENK, INC.				9,481.00
BONNIE LANE					
625	BONNIE LANE	08 11 2020	HEAD ELECTION JUDGE	08/11/2020	180.00
	Total BONNIE LANE				180.00
CITY OF DEEPHAVEN					
9	CITY OF DEEPHAVEN	JULY 2020	RENT & EQUIPMENT	07/31/2020	487.45
			Postage		29.50
			COPIES		109.00
			SEWER		254.26
			STREETS		508.50
			SIGNS		211.16
			WEED/TREE/MOWING		7,433.70
			PARK MAINTENANCE		844.64
			Clerk Services		4,283.10
			ZONING		225.15
	Total CITY OF DEEPHAVEN				14,386.46
DAN WETTERLIN					
915	DAN WETTERLIN	08 11 2020	ELECTION JUDGE	08/11/2020	87.88
	Total DAN WETTERLIN				87.88
DIANE SHELGREN					
847	DIANE SHELGREN	08 11 2020	ELECTION JUDGE	08/11/2020	156.75
	Total DIANE SHELGREN				156.75
ECM PUBLISHERS INC					
822	ECM PUBLISHERS INC	786477	LEGAL NOTICE	07/23/2020	59.50
		786478	PUBLIC ACCURACY TEST	07/23/2020	29.75
		787523	LEGAL NOTICE	07/30/2020	142.80
	Total ECM PUBLISHERS INC				232.05

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt
68	GOPHER STATE ONE CALL	0070431	Gopher State calls	07/31/2020	37.80
Total GOPHER STATE ONE CALL					37.80
JUDY SPIEGEL					
776	JUDY SPIEGEL	08 11 2020	ELECTION JUDGE	08/11/2020	80.75
Total JUDY SPIEGEL					80.75
KENNEDY, GRAVEN, CHARTERED					
850	KENNEDY, GRAVEN, CHARTERED	155674	LEGAL SERVICES	07/17/2020	247.50
			LEGAL SERVICES		787.50
		156237	LEGAL SERVICES	08/13/2020	3,307.50
			LEGAL SERVICES		123.75
Total KENNEDY, GRAVEN, CHARTERED					4,466.25
KENNETH N. POTTS, P.A.					
886	KENNETH N. POTTS, P.A.	AUGUST 2020	PROSECUTION SVCS	08/01/2020	400.00
Total KENNETH N. POTTS, P.A.					400.00
MARY JO NEWMAN					
747	MARY JO NEWMAN	08 11 2020	ELECTION JUDGE	08/11/2020	84.00
Total MARY JO NEWMAN					84.00
METRO COUNCIL ENVIRO SERVICES					
105	METRO COUNCIL ENVIRO SERV	AUGUST 2020	Monthly wastewater Charge	08/06/2020	2,774.73
Total METRO COUNCIL ENVIRO SERVICES					2,774.73
REPUBLIC SERVICES #894					
893	REPUBLIC SERVICES #894	0894-005214164	RECYCLING SVCS	07/15/2020	1,981.45
Total REPUBLIC SERVICES #894					1,981.45
SO LAKE MINNETONKA POLICE DEPT					
38	SO LAKE MINNETONKA POLICE	AUGUST 20	2020 OPERATING BUDGET	08/15/2020	16,681.58
Total SO LAKE MINNETONKA POLICE DEPT					16,681.58
ST ALBANS BAY LAKE IMPROVEMENT					
868	ST ALBANS BAY LAKE IMPROVE	AUGUST 20	SPECIAL ASSMT REV	08/15/2020	11,083.36
Total ST ALBANS BAY LAKE IMPROVEMENT					11,083.36
SUSAN TEETER					
897	SUSAN TEETER	08 11 2020	ELECTION JUDGE	08/11/2020	76.00
Total SUSAN TEETER					76.00
TRACY GUSTAFSON					
913	TRACY GUSTAFSON	08 11 2020	ELECTIONS SUPPLIES	08/11/2020	213.32
Total TRACY GUSTAFSON					213.32
VALERIE STUESSI					
914	VALERIE STUESSI	08 11 2020	ELECTION JUDGE	08/11/2020	156.75

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt
Total VALERIE STUESSI					156.75
VIKING LAND TREE CARE INC					
785	VIKING LAND TREE CARE INC	5038	TREE MAINTENANCE	07/08/2020	1,800.00
Total VIKING LAND TREE CARE INC					1,800.00
WASTE MANAGEMENT OF WI-MN					
902	WASTE MANAGEMENT OF WI-M	7393198-1593-5	GW PARK TRASH CAN	08/03/2020	15.03
Total WASTE MANAGEMENT OF WI-MN					15.03
XCEL ENERGY					
145	XCEL ENERGY	693732100	LIFT STATION #2	07/23/2020	44.17
		693732399	LIFT STATION #4	07/23/2020	36.57
		693752091	LIFT STATION #3	07/23/2020	31.22
		693753983	LIFT STATION #6	07/23/2020	73.54
		693922611	LIFT STATION #1	07/24/2020	38.99
		694117044	4925 MEADVILLE STREET *	07/27/2020	7.34
		694281471	Sleepy Hollow Road *	07/28/2020	7.34
		695009890	Street Lights *	08/03/2020	387.92
Total XCEL ENERGY					627.09

Total Paid:	66,014.45
Total Unpaid:	-
Grand Total:	<u>66,014.45</u>

Check Issue Date(s): 08/01/2020 - 08/31/2020

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
08/20	08/18/2020	11511	808	ADVANTAGE SIGNS & GRAPHICS INC	401-20100	612.20
08/20	08/18/2020	11512	912	ALAN MCQUINN	001-20100	400.00
08/20	08/18/2020	11513	51	BOLTON & MENK, INC.	502-20100	9,481.00
08/20	08/18/2020	11514	625	BONNIE LANE	101-20100	180.00
08/20	08/18/2020	11515	9	CITY OF DEEPHAVEN	101-20100	14,386.46
08/20	08/18/2020	11516	915	DAN WETTERLIN	101-20100	87.88
08/20	08/18/2020	11517	847	DIANE SHELGREEN	101-20100	156.75
08/20	08/18/2020	11518	822	ECM PUBLISHERS INC	101-20100	232.05
08/20	08/18/2020	11519	68	GOPHER STATE ONE CALL	602-20100	37.80
08/20	08/18/2020	11520	776	JUDY SPIEGEL	101-20100	80.75
08/20	08/18/2020	11521	850	KENNEDY, GRAVEN, CHARTERED	101-20100	4,466.25
08/20	08/18/2020	11522	886	KENNETH N. POTTS, P.A.	101-20100	400.00
08/20	08/18/2020	11523	747	MARY JO NEWMAN	101-20100	84.00
08/20	08/18/2020	11524	105	METRO COUNCIL ENVIRO SERVICES	602-20100	2,774.73
08/20	08/18/2020	11525	893	REPUBLIC SERVICES #894	101-20100	1,981.45
08/20	08/18/2020	11526	38	SO LAKE MINNETONKA POLICE DEPT	101-20100	16,681.58
08/20	08/18/2020	11527	868	ST ALBANS BAY LAKE IMPROVEMENT	101-20100	11,083.36
08/20	08/18/2020	11528	897	SUSAN TEETER	101-20100	76.00
08/20	08/18/2020	11529	913	TRACY GUSTAFSON	101-20100	213.32
08/20	08/18/2020	11530	914	VALERIE STUESSI	101-20100	156.75
08/20	08/18/2020	11531	785	VIKING LAND TREE CARE INC	101-20100	1,800.00
08/20	08/18/2020	11532	902	WASTE MANAGEMENT OF WI-MN	101-20100	15.03
08/20	08/18/2020	11533	145	XCEL ENERGY	602-20100	627.09
Totals:						<u>66,014.45</u>

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Pay Per Date	Jrnl	Check Date	Check Number	Payee	Emp No	Description	GL Account	Amount
09/01/20	PC	09/01/20	901202001	CONRAD, KRISTI	39		001-10101	289.97
09/01/20	PC	09/01/20	901202002	COOK, WILLIAM B.	37		001-10101	289.97
09/01/20	PC	09/01/20	901202003	Fletcher, Thomas M	33		001-10101	189.97
09/01/20	PC	09/01/20	901202004	Kind, Debra J.	34		001-10101	434.95
09/01/20	PC	09/01/20	901202005	ROY, ROBERT J.	38		001-10101	289.97
Grand Totals:								<u>1,494.83</u>

**RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF GREENWOOD, MINNESOTA
ACTING AS THE BOARD OF APPEALS & ADJUSTMENTS**



DENYING

the application of Cory and Denae Martilla for the property at 21750 Byron Circle for a conditional use permit under Greenwood ordinance code sections 1140.19(3), 1176.04(7), and 1150.20 to permit grading or site / lot topography alterations that increase or decrease the average grade (existing compared to final conditions) by more than 1 foot in a 300 square foot area and the installation of retaining walls within the lake yard setback.

WHEREAS, Applicants Cory and Denae Martilla (hereinafter 'Applicant') is the owner of property commonly known as 21750 Byron Circle, Greenwood, Minnesota 55331 (PID No. 26-117-23-34-0055) being real property located in Hennepin County, Minnesota and legally described below; and

That part of Lot 19, Solberg's Point, that lies northwesterly of the following described line:

Commencing at the most westerly corner of said Lot 19; thence on an assumed bearing of South 43 degrees 16 minutes 00 seconds East along the southwesterly line of said Lot 19, a distance of 115 feet to the point of beginning of the line to be described; thence North 37 degrees 39 minutes 58 seconds East a distance of 54.38 feet; thence North 75 degrees 38 minutes 41 seconds East a distance of 133 feet more or less to the shoreline of Lake Minnetonka and there terminating, EXCEPT the northwest 7 feet thereof.

ALSO: That part of Lot 188, "Auditor's Subdivision Number 141", which lies Southeast of the Southwesterly extension of the Southeast line of the Northwest 7 feet of Lot 19, Solberg's Point.

That part of Lot 19, Solberg's Point, described as follows:

Commencing at the most westerly corner of said Lot 19; thence on an assumed bearing of South 43 degrees 16 minutes East, along the southwesterly line of said Lot 19, a distance of 115.00 feet; thence North 37 degrees 39 minutes 58 seconds East, a distance of 8.83 feet to the point of beginning of the land to be described; thence South 43 degrees 43 minutes 04 seconds East, a distance of 3.80 feet; thence North 20 degrees 21 minutes 44 seconds East, a distance of 12.62 feet; thence South 37 degrees 39 minutes 58 seconds West, a distance of 11.48 feet to the point of beginning.

and

That part of Lot 19, Solberg's Point described as follows: Commencing at the most westerly corner of said Lot 19; thence on an assumed bearing of South 43 degrees 16 minutes East, along the southwesterly line of said Lot 19, a distance of 115.00 feet; thence North 37 degrees 39 minutes 58 seconds East, a distance of 8.83 feet; thence North 37 degrees 39 minutes 58 seconds East, continuing on the last described course, a distance of 33.36 feet to the point of beginning of the land to be described; thence North 54 degrees 12 minutes 24 seconds East, a distance of 19.69 feet; thence South 75 degrees 38 minutes 41 seconds West, a distance of 9.11 feet; thence South 37 degrees 39 minutes 58 seconds West a distance of 11.69 feet to the point of beginning, Hennepin County, Minnesota.

WHEREAS, the applicant originally proposed to regrade the property and install retaining walls within the lake yard setback; and

WHEREAS, notice of a public hearing was published, notice given to neighboring property owners, and a public hearing was held before the planning commission to consider the application; and

WHEREAS, there was an opportunity for the public to comment in writing and in person at the public hearing held by the planning commission on January 9, 2020; and

WHEREAS, no public comments were submitted in writing or in person; and

WHEREAS, the city council received the staff report and the recommendation of the planning commission; and

WHEREAS, the city council considered the application and the comments of the applicant.

NOW, THEREFORE, the city council of the city of Greenwood, Minnesota acting as the Board of Appeals & Adjustments does hereby make the following:

FINDINGS OF FACT

1. That the real property located at 21750 Byron Circle, Greenwood, Minnesota 55331 (PID No. 26-117-23-34-0055) is a single-family lot of record located within the R-1 district.
2. The applicant originally proposed to alter site / lot topography that increases or decreases the average grade (existing compared to final conditions) by more than 1 foot in a 300 square foot area in conjunction with a lake yard landscaping project. Pursuant to Greenwood ordinance code 1140.19(3), the increase or decrease the average grade (existing compared to final conditions) by more than 1 foot in any 300 square foot area requires a conditional use permit.
3. Pursuant to Greenwood ordinance code 1176.04, subd. 7, retaining walls shall not be placed within the shore setback zone without a conditional use permit. Applicant proposes the installation of a 2-foot high retaining wall within the shore setback.
4. Pursuant to Greenwood ordinance code section 1150.20, subd. 3, the city council may impose such conditions and safeguards upon the property benefitted by a CUP as may be necessary to maintain compatibility with other properties in the neighborhood.
5. Pursuant to Greenwood ordinance code section 1150.20, subd 1, the planning commission shall make findings and recommendations to the city council. The council may then authorize a conditional use by resolution.
6. The planning commission discussed the CUP request and on a 3-0 vote recommended the council approves the CUP requests based on the following findings pursuant to the CUP standards in Greenwood ordinance section 1150.20 subd 1:
 - (a) The proposed use will comply with the regulations specified for the R-1 zoning district.
 - (b) The use is one of the conditional uses permitted for the R-1 zoning district.
 - (c) The use will not be detrimental to or endanger the public health, safety, comfort, convenience or general welfare of the neighborhood or city since the impacts from regrading steep slope areas on the property may improve the stability of the bluffs and steep slopes of this property and / or adjacent properties. The plan removes the rotting existing retaining walls within the lake setback area. In addition, the 2:1 slope in the plan will allow for plantings to help prevent erosion of the hillside.
 - (d) The proposed use will be harmonious with the objectives of the comp plan, particularly the objective of meeting or exceeding the Department of Natural Resources shoreline standards to protect the shoreland from undue hardcover and protecting the shore impact zone from adverse consequences of development.
 - (e) The use will not be hazardous or disturbing to existing or future neighboring uses.
 - (f) The use will be served adequately by essential public facilities and services, including streets, police and fire protection, drainage structures, refuse disposal, sewer, schools, or will be served adequately by such facilities and services provided by the persons or agencies responsible for the establishment of the proposed use.
 - (g) The use will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community.
 - (h) The use will not involve uses, activities, processes, materials, equipment, and conditions of operation that will be detrimental to any persons, property, or the general welfare because of excessive production of traffic, noise, smoke, fumes, glare, or odors.
 - (i) The use will have vehicular approaches to the property that do not create traffic congestion or interfere with traffic on surrounding public thoroughfares.
 - (j) The use will not result in the destruction, loss or damage of a natural, scenic or historic feature of major importance.
 - (k) The use will not depreciate surrounding property values.
7. At the May 6, 2020 Council meeting, the applicant requested an extension to the September 2, 2020 City Council meeting to revise its plans based on the Council's comments regarding the limits on accessory structures – Greenwood Ordinance Code Section 1120.20, Subd 2 (a) states that “primary accessory structures (new construction or new additions) in the district shall be limited to 1 private garage and 1 tool house or shed or similar storage building per principal structure.” The council stated the applicant needs to choose between the existing grandfathered storage shed located in the lake yard or the new proposed underground storage unit.
8. The applicant provided partial new plans starting on July 24, 2020 and with the latest plans being emailed on August 4, 2020 (one day before the August 5, 2020 council meeting). The plans have greatly changed with a new addition to the lower level of the house and removal of the underground storage unit.

9. At its August 5, 2020 meeting, the Council determined that the revised plans did not provide the necessary information (hardcover, massing, setback, or height calculations, etc.) for Council action and that because of the significance of the changes in the new plans the applicant should withdraw their application and start over or extend the deadline for the current application and submit the necessary information to the Zoning Administrator followed by Planning Commission public hearing, review, and recommendation.
10. Since the applicant has not withdrawn the application or extended Council action for the application beyond the September 2, 2020 deadline, the Council determined that it should deny the Conditional Use Permit request.

CONCLUSIONS OF LAW

Based upon the foregoing findings of fact, the city council acting as the Board of Appeals & Adjustments makes the following conclusions of law: The applicant has not made an adequate demonstration of facts meeting the standards of sections 1125.05(3)(c) and 1150.20 necessary for the granting of a Conditional Use Permit.

NOW, THEREFORE, BE IT RESOLVED by the city council of the city of Greenwood, Minnesota acting as the Board of Appeals & Adjustments that the city of Greenwood hereby **DENIES** the Conditional Use Permit for the subject property to alter site / lot topography that increases or decreases the average grade (existing compared to final conditions) by more than 1 foot in a 300 square foot area and to place a retaining wall within the shore setback zone to for the area to the south of the proposed walkway and steps from the house to the lake including the proposed walkway and steps and the removal of the wood landings and timber retaining walls on the north side of the proposed walkway and steps from the house to the lake; **DENIES** the Conditional Use Permit as it relates to the proposed underground storage container; and **DENIES** any Conditional Use Permits or Variances that may be required for the new plans submitted between July 24 and August 4, 2020.

ADOPTED this ____ day of _____, 2020 by the city council of the city of Greenwood, Minnesota acting as the Board of Appeals & Adjustments for the city of Greenwood, Minnesota.

____ AYES ____ NAYS

CITY OF GREENWOOD

By: _____
Debra J. Kind, Mayor

Attest: _____
Dana H. Young, City Clerk



Agenda Number: **9A**

Agenda Date: **09-02-20**

Prepared by Deb Kind

Agenda Item: Accept & Discuss Petition to Save Shrubs at Fire Lane Between 5120 & 5130 Meadville Street

Summary: At the 06-03-20 council meeting, Councilman Fletcher requested that a discussion regarding the fire lane between 5120 and 5130 Meadville be placed on the 07-07-20 agenda. After hearing 1 hour of input from the public, the council took the following action at the 07-07-20 meeting ...

Motion by Fletcher that the city council authorizes removal of the northern two shrubs. Second by Conrad. Motion passed 3-2 on a roll-call vote with Cook and Roy voting nay.

At the 08-05-20 council meeting, Councilman Roy stated that he changed his mind and was supportive of removing all of the shrubs at the fire lane. The council took the following action at the 08-05-20 meeting ...

Motion by Roy that the council authorizes the removal of all shrubs at the fire lane between 5120 & 5130 Meadville Street. Second by Kind. Motion passed 4-1 on a roll-call vote with Cook voting nay because he supports honoring what the council told the neighbors at the last city council meeting.

On 08-16-20, Kitty Krezowski, 5130 Meadville Street, submitted the attached petition to "Save Our Neighborhood Lilacs." The council will "receive" and discuss the petition at the 09-02-20 meeting. Since the council heard over 1 hour of neighborhood comments at the 07-07-20 meeting and has received numerous written comments, the council may choose to limit comments at the 09-02-20 meeting.

Council Action: Council action is required to receive the petition. No other action is required. Potential motions ...

1. I move the city council acknowledges receipt of the "Save Our Neighborhood Lilacs" petition signed by 68 Greenwood property owners.
2. I move the city council repeals the 08-05-20 motion and directs that _____.

Petition to save our neighborhood lilacs

We, the undersigned, petition the Greenwood City Council to halt the removal of the three lilac bushes and two bridal wreath bushes from the lane between 5130 Meadville Street and 5120 Meadville Street.

They are healthy fragrant bushes that aid in soil erosion and storm-water runoff from the surrounding streets.

They provide privacy for everyone that visits.

<u>Name</u>	<u>Address</u>	<u>Date</u>
Kitty Kryzowski	5130 Meadville St	8/15/20
MIKREZOWSKI	5130 MEADVILLE ST	8/15/2020
ROBERT JASPER	5120 MEADVILLE ST	8/15/2020
JACKIE JASPER	5120 MEADVILLE ST	8/15/2020
Marcia Fetters	5100 Meadville St	8/15/2020
Jeff Fetters	5100 Meadville St.	8-15-2020
Lena Nelson	5025 Meadville St	8-15-2020
Eden Nelson	5025 Meadville St	8-15-2020
Sandra Seery	4926 Meadville	8/15/2020
Bob Seery	4926 Meadville St	8/15/2020
Diane Wald	4920 Meadville St.	8/15/2020
Karen Baker	5050 Meadville St	8/15/2020
ROA Selu	5050 Meadville St	8/15/2020
Ellen	4720 Lodge Lane	8-15-2020
Deina Gallo	4720 Lodge Lane	8/15/20

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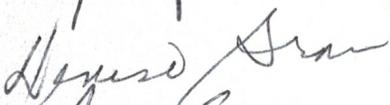
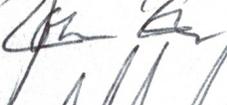
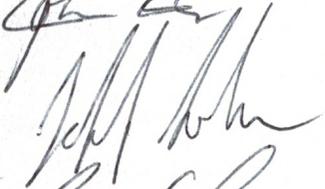
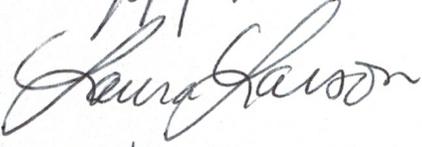
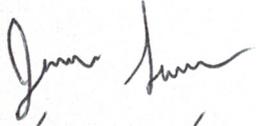
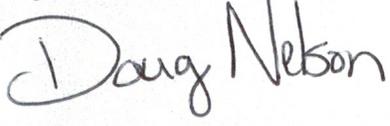
<u>Name</u>	<u>Address</u>	<u>Date</u>
Pam Ryan	4640 Linwood Cir.	8-15-20
Dan Ryan	4640 Linwood Cir.	8-15-20
Tracy Starnes	5135 Meadville St.	8/15/20
Ben Ham	5135 Meadville St	8/15/20
Perma Holt	5110 West St	8/15/20
Hal Holt	5110 West St	8/15/20
TIM BURTON	5150 MEADVILLE ST	8/16/20
RACHELE Burton	5150 MEADVILLE ST	8/16/20
Jill Trantz	4509 Edina Blvd.	8/16/2020
John Trantz	4509 Edina Blvd	8/16/2020
Steve & JAN Peterson	21895 Fairview ST.	8/16/20

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<u>Name</u>	<u>Address</u>	<u>Date</u>
	5115 Meadville St	8-15-2020
Amy Huf	" " "	8-15-2020
	5110 Meadville St	8/15/2020
	" "	"
	5280 Meadville St.	8/15/2020
	5220 Meadville St.	8/15/20
	5220 Meadville St.	8/15/20
	5220 Meadville St.	8/15/20
	" " "	8/15/20
	" " "	8/15/20

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<u>Name</u>	<u>Address</u>	<u>Date</u>
Greta Hoyt	4960 MEADVILLE	8/15/20
Misha Hoyt	4960 Meadville	8-15-20
D. McQuinn	5025 Burlington	8-15-20
Mary McQuinn	5025 Courtyard	8-15-20
Suzie Dripus	21720 Fairview	8-15-20
[Signature]	21720 Fairview	8-15-20
Heidi Oudera	21710 Fairview	8-15-20
Alex Oudera	21710 Fairview	8-15-20
Joan Moser	21670 Fairview St	8-15-20
Mark Lewy	21690 Fairview St	8/15/20
Jean Lewy	" " "	"
Sue Walsh	21630 Fairview St	8/15/20
Deaf Walsh	"	"

Petition to save our neighborhood lilacs

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<u>Name</u>	<u>Address</u>	<u>Date</u>
Dar D Dred	21600 FAIRVIEW	08/15/20
Darcy Lippin	21580 Fairview At	8/15/20
Jim Lippin	"	"
D. Hill	5170 Greenwood Cir	8/15/20
Kaylene Kichaga	5170 Greenwood Cr.	9/15/2020
Ellen Bragg	5180 Greenwood Circle	8/15/2020
P. Harding	"	8/15/2020
Q. Johnson	5190 Greenwood Cr.	8-15-2020
B. Robinson	5190 Greenwood Cr	8-15-2020
Jim Hill	4660 Linwood Cr	8/15/20
Rick Polk	4660 Linwood Cr	8/15/20
Jane Jurgent	4740 Lodge Ln	8/15/20
Diana Sargent	4740 Lodge Ln	8/15/20

Petition to save our neighborhood lilacs

We, the undersigned, petition the Greenwood City Council to halt the removal of the three lilac bushes and two bridal wreath bushes from the lane between 5130 Meadville Street and 5120 Meadville Street.

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<u>Name</u>	<u>Address</u>	<u>Date</u>
Ann Rafferty	5060 Covington St	8.16.2020
Jon Rafferty	5060 Covington St	8.16.2020
Nancy Steer	21490 Fairview St.	8/16/2020
R. Evans	5040 Meadville St.	8/16/2020
D. Evans	" " "	8/16/2020



Agenda Number: **9B**

Agenda Date: **09-02-20**

Prepared by Deb Kind

Agenda Item: Resolution 23-20, Approving 2021 Preliminary Tax Levy

Summary: A copy of the latest draft of the 2021 budget is included in the worksession section of the council packet. This draft of the budget includes a tax levy of \$636,122, which represents a slight -0.06% decrease from 2020.

The **PRELIMINARY** tax levy must be approved prior to September 30. Once the preliminary tax levy amount is set, the amount may be decreased, but it cannot be increased when the **FINAL** levy is approved in December.

The public comment opportunity regarding the budget will be at 7pm on 12-02-20 at the Deephaven Council Chambers, 20225 Cottagewood Road, Deephaven, MN 55331.

Council Action: Required. Suggested motions ...

1. I move the council approves resolution 23-20 establishing \$636,122 as the preliminary tax levy for taxes collectible in 2021.
2. I move the council approves resolution 23-20 with the following revision: change the preliminary tax levy amount to \$_____ for taxes collectible in 2021.



**City of Greenwood
Resolution 23-20**

A RESOLUTION APPROVING PROPOSED TAX LEVY COLLECTIBLE IN 2021.

BE IT RESOLVED by the council of the city of Greenwood, county of Hennepin, Minnesota, that the below sum of money is the amount proposed to be levied for the current year, collectible in 2021, upon taxable property in the city of Greenwood for the following purpose: General Fund

TOTAL: \$636,122

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

ADOPTED by the city council of Greenwood, Minnesota this 2nd day of September, 2020.

AYES NAYS

CITY OF GREENWOOD

By: _____
Debra J. Kind, Mayor

Attest: _____
Dana H. Young, City Clerk



Agenda Number: 9C

Agenda Date: 09-02-20

Prepared by Deb Kind

Agenda Item: Installing Generator at Weeks Road Lift Station

Summary: In the past, Deephaven public works has deployed a portable generator at the Weeks Road lift station whenever power is out in the area. Since Deephaven has informed Greenwood that they will no longer be providing public works services beginning 01-01-20, the public works committee (Councilman Cook and Mayor Kind) recommend the city install a generator at the Weeks Road lift station.

Council Action: None required. Suggested motions ...

1. I move the city council authorizes the public works committee to secure estimates and proceed with installing a generator at the Weeks Road lift station in an amount not to exceed \$_____.
2. Do nothing or other motion ???



Agenda Number: **9D**

Agenda Date: **09-02-20**

Prepared by Deb Kind

Agenda Item: Contracts for 2021 City Services

Summary: The city council is looking at new contracts for all city services in light of Deephaven's decision to not provide public works and zoning administration services for Greenwood beginning 01-01-21. Currently, Greenwood contracts for most services through the city of Deephaven. In addition to public works and zoning services, Deephaven provides bookkeeping, utility billing, dock coordination, counter service, elections, physical space (meetings, storage, mail, posting notices), and more.

At worksessions since May 2020, the city council has discussed various options for providing public works and zoning administration in addition to ideas for other services.

Contracts, RFPs, etc. received prior to the council packet deadline are included in the worksession section of the packet. If any documents are received after the council packet deadline, they will be emailed to the city council.

Council Action: Decisions regarding contracts or agreements must be made at a city council meeting, not at a worksession.

1. I move the city council authorizes the mayor to sign the agreement with _____ to provide _____ services to begin on 01-01-21.
2. I move the city council authorizes the mayor to send a letter to _____ that outlines an agreement to provide _____ services to begin on 01-01-20. The content of the letter shall be based on the discussion at the city council meeting.
3. Do nothing or other motion ???



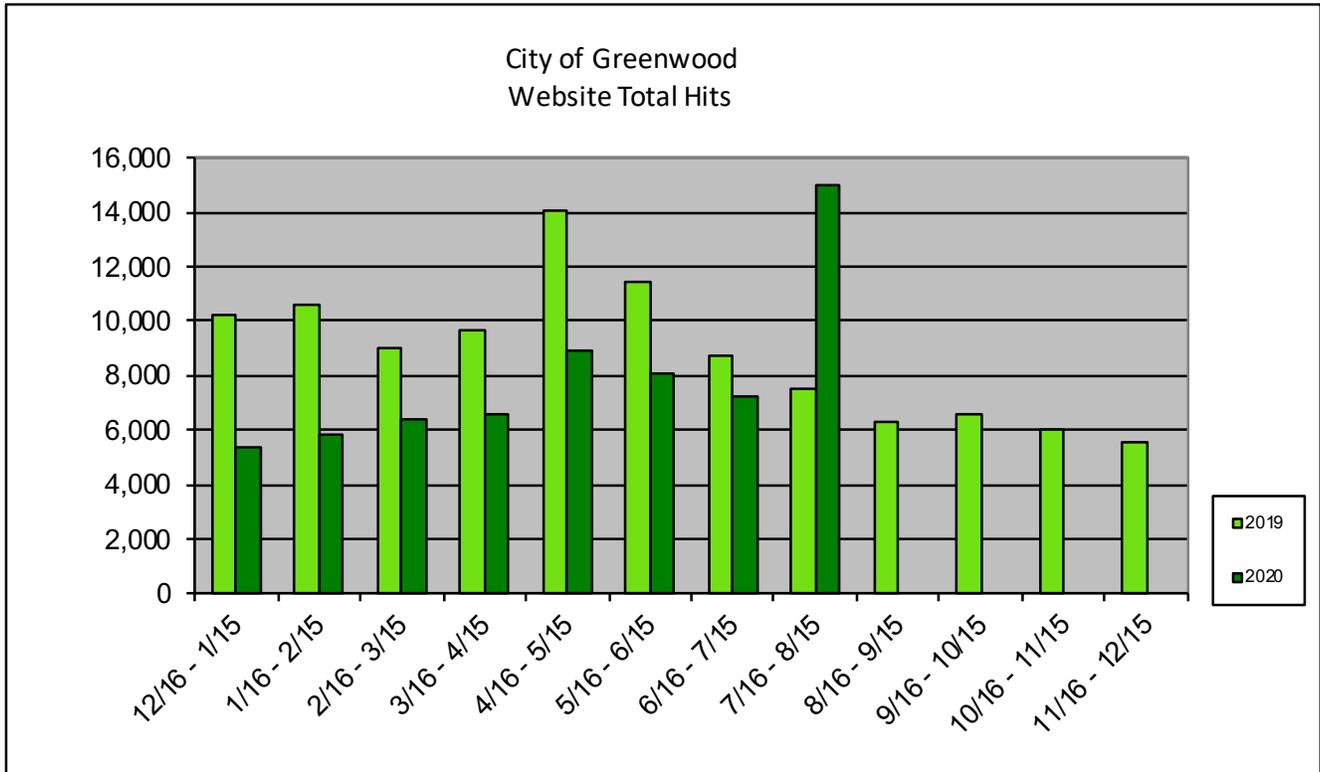
Agenda Number: **11A-E**

Agenda Item: Council Reports

Summary: This is an opportunity for each council member to present updates and get input regarding various council assignments and projects.

Related documents are included in the hard copy of the full council packet and in the electronic version of the packet available at www.greenwoodmn.com.

Council Action: None required.



Month	2019	2020	Variance with Prior Month	Variance with Prior Year	Bulk Email List
12/16 - 1/15	10,255	5,355	-211	-4,900	176
1/16 - 2/15	10,576	5,853	498	-4,723	175
2/16 - 3/15	9,038	6,408	555	-2,630	159
3/16 - 4/15	9,638	6,597	189	-3,041	159
4/16 - 5/15	14,074	8,890	2,293	-5,184	159
5/16 - 6/15	11,420	8,063	-828	-3,358	161
6/16 - 7/15	8,766	7,235	-828	-1,531	161
7/16 - 8/15	7,489	14,941	7,706	7,452	161
8/16 - 9/15	6,326		-14,941	-6,326	
9/16 - 10/15	6,531		0	-6,531	
10/16 - 11/15	6,049		0	-6,049	
11/16 - 12/15	5,566		0	-5,566	
AVERAGE	8,811	7,918			

POPULATION: 708
EMAIL ADDRESSES % OF POPULATION: 22.90%

Population source: www.metrocouncil.org, Data & Maps, Download Data, Population and Household Estimates
 Population figure updated: 05.19.20

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

[Get Report](#)

Page Views by Section

Section	Page Views	Percent of Total
Spring Clean-Up Day	8676	58.07%
Default Home Page	1798	12.03%
Agendas, Public Notices, Minutes, Meeting Packets	637	4.26%
City Departments	337	2.26%
Planning Commission	292	1.95%
RFPs & Bids	281	1.88%
Welcome to Greenwood	276	1.85%
Code Book of Ordinances	232	1.55%
Forms, Permits, Licenses	173	1.16%
Mayor & City Council	166	1.11%
Assessments & Taxes	137	0.92%
Budget & Finances	126	0.84%
Photo Gallery	107	0.72%
Agendas, Public Notices, Minutes, Meetings	102	0.68%
Elections, Voting	94	0.63%
Parks, Trails & Watercraft Amenities	91	0.61%
Garbage & Recycling	86	0.58%
Community Surveys	81	0.54%
Meetings	68	0.46%
Search Results	64	0.43%
Comp Plan	63	0.42%
Public Safety	62	0.41%
Lake Minnetonka	57	0.38%
St. Alban's Bay Lake Improvement District	53	0.35%
Links	51	0.34%
Tree Contractors	44	0.29%
Toilet Drain Guide	44	0.29%
City Newsletters	43	0.29%
Emergency Preparedness	42	0.28%
Coyotes & Animal Services	42	0.28%
Watercraft Spaces	42	0.28%

July 4th	40	0.27%
Meetings on TV	40	0.27%
Homesteading	39	0.26%
Sewer, Stormwater, Water, Garbage, Recycling	38	0.25%
Well Water	37	0.25%
Fire Department	36	0.24%
Recreation, Amenities	36	0.24%
Tour de Tonka	36	0.24%
Old Log Events	35	0.23%
News, Events	32	0.21%
Luck O' the Lake	31	0.21%
SABLID Email Sign-Up	30	0.2%
Email Sign-Up	30	0.2%
Library Events	26	0.17%
Christkindlsmarkt	26	0.17%
Smoke Testing	26	0.17%
Finances, Taxes, Assessments	25	0.17%
Unsubscribe	11	0.07%
TOTAL	14941	100%

Unique IPs by Section

Section	Unique IPs	Percent of Total IPs
Default Home Page	905	27.01%
City Departments	240	7.16%
Agendas, Public Notices, Minutes, Meeting Packets	195	5.82%
Welcome to Greenwood	161	4.8%
Code Book of Ordinances	121	3.61%
Mayor & City Council	116	3.46%
Forms, Permits, Licenses	115	3.43%
Planning Commission	81	2.42%
Elections, Voting	69	2.06%
Parks, Trails & Watercraft Amenities	64	1.91%
Agendas, Public Notices, Minutes, Meetings	61	1.82%
Photo Gallery	53	1.58%
Lake Minnetonka	49	1.46%
Comp Plan	46	1.37%
Public Safety	46	1.37%
Community Surveys	45	1.34%
RFPs & Bids	44	1.31%
Meetings	44	1.31%
Assessments & Taxes	43	1.28%
St. Alban's Bay Lake Improvement District	42	1.25%
Garbage & Recycling	40	1.19%
Tree Contractors	36	1.07%
City Newsletters	36	1.07%
Links	36	1.07%
Spring Clean-Up Day	35	1.04%
Coyotes & Animal Services	33	0.98%
Toilet Drain Guide	33	0.98%
Watercraft Spaces	33	0.98%
Budget & Finances	32	0.95%
Homesteading	32	0.95%
Sewer, Stormwater, Water, Garbage, Recycling	31	0.93%
Fire Department	30	0.9%
Emergency Preparedness	30	0.9%
Well Water	30	0.9%
Meetings on TV	29	0.87%
July 4th	28	0.84%
Search Results	28	0.84%
Tour de Tonka	27	0.81%



Old Log Events	27	0.81%
Recreation, Amenities	26	0.78%
News, Events	24	0.72%
Luck O' the Lake	23	0.69%
Email Sign-Up	23	0.69%
SABLID Email Sign-Up	22	0.66%
Christkindlsmarkt	21	0.63%
Smoke Testing	21	0.63%
Finances, Taxes, Assessments	20	0.6%
Library Events	20	0.6%
Unsubscribe	5	0.15%
TOTAL	3351	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.



August 5, 2020

Minnehaha Creek Watershed District Board
Attn: Michael Hayman
15320 Minnetonka Blvd
Minnetonka, MN 55345

SENT VIA EMAIL
mhayman@minnehahacreek.org

Re: Comments Regarding MCWD CIP

Dear MCWD Board,

This is a follow up to our 07.10.20 letter requesting an extension of time to prepare comments on the MCWD CIP and the extension until 08.06.20 that Greenwood received in the letter dated 07.24.20 from MCWD Board of Managers President Sherry White. Thank you for the extension and the information provided in her letter and the information provided in District Administrator James Wisker's email of 07.31.20 to Greenwood Councilmember Tom Fletcher.

The Executive Summary of the MCWD 2017 Watershed Management Plan states that Lake Minnetonka with 22 square miles is the 10th largest and one of the most heavily recreated waterbodies in Minnesota. The Plan further indicates that the upper watershed contains 104 square miles and the lower watershed contains 52 square miles for a total of 156 square miles. Thus, Lake Minnetonka occupies roughly 14% of the total watershed area and is the dominant water body in the watershed. With the exception of the Six Mile Creek-Halsted Bay-Jennings Bay area, the MCWD 2017 Management Plan shows that virtually all of Lake Minnetonka's bays are not degraded as their water quality meets or more typically significantly exceeds state standards.

We did not find numerical phosphorus concentration trend data in either the 2019 Annual Activity Report or 2017 Watershed Management Plan, but James Wisker's email did state that Lake Hiawatha's 19% phosphorus reduction from 2010 through 2019 was the greatest reduction of any of the 22 "anchor" lake monitoring substations throughout the watershed. The email did not indicate what portion of the 19% reduction should be attributed to City of Minneapolis Lake Hiawatha area stormwater improvements. According to an October 2013 Tetra Tech report to the MCWD, Lake Hiawatha, which currently occupies 53 acres, was a shallow wetland named Rice Lake before it was acquired by the Minneapolis Park & Recreation Board (MPRB) in 1923. The lake had stands of wild rice that grew in the shallow waters before 1.25 million yards were dredged from the Rice Lake wetland area in 1929 to create the Hiawatha Golf Course.

The MCWD's 2017 Management Plan states that one of the four strategic goals of the District is "Ecological Integrity – To restore, maintain, and improve the health of ecological systems." Greenwood's position is that Aquatic Invasive Species (AIS) such as starry stonewort and hydrilla are a major and constant threats to the health of ecological systems on Lake Minnetonka. Despite these and other threats, Board of Managers President Sherry White's letter states, "MCWD has sunset its former AIS pilot programs for activities such as watercraft inspection grants, rapid response, and applied

research. Funding from these programs has been refocused and aligned to more directly address the biggest sources of pollutants degrading Lake Minnetonka.” This is despite the fact that from a dollars standpoint with a \$15,350,000 2020 budget and a levy, which in the case of the City of Greenwood exceeds 10% of the City’s levy, the MCWD is the entity that is best positioned to bring financial resources to bear on watershed AIS research, prevention, and response.

MCWD’s sole focus on carp and refocusing away from any other AIS prevention, rapid response, and research has left Lake Minnetonka’s ecology in a precarious position. As a practical matter, there is not nor will there be funding at the State level (legislative or DNR) as stated in Sherry White’s letter to provide appropriate inspection or rapid response activities and the University of Minnesota’s AIS Research Center efforts are limited by its current funding. By comparison, other watersheds such as Pelican River and North Fork Crow River have active ongoing AIS programs.

MCWD’s refocusing away from AIS makes little sense given the fact that Lake Minnetonka is the dominant waterbody and ecological resource in the watershed. In comparison, Lake Hiawatha that James Wisker cited in his email is a manmade lake with less than .5% of Lake Minnetonka’s area. It is further not unreasonable to expect that any invasive species such as starry stonewort or hydrilla that establishes itself in Lake Minnetonka will find its way downstream to Lake Hiawatha and effectively negate any other improvements there as the invasives dominate and crowd out native species.

In a perfect world aquatic invasive species would wait for the MCWD to complete its other projects. However, we do not control AIS any more than we control the Coronavirus and we need to be prepared with prevention and response programs. The heavy recreational use of Lake Minnetonka dramatically increases the risk of AIS introduction into the lake and watershed. Conversely the heavy recreational use also increases the benefits of AIS prevention and remediation. The MCWD is the only party that is in a financial position to support an aggressive AIS prevention and remediation program. The lack of current support for AIS prevention and remediation efforts is a complete abdication of the MCWD’s responsibility as stated in its strategic goal to maintain the health of the watershed’s ecological systems.

In these times of tight budgets Greenwood also understands the need to control levies. We therefore respectfully request that the MCWD adjust its CIP plan and timetables to shift \$600,000 of the \$6,000,000 annual CIP budget to AIS funding in support of existing projects such as boat inspections, monitoring for AIS in boat launch and other high risk areas, AIS rapid response reserves, AIS control to strengthen native species, and AIS research that is relevant to the watershed. Without this type of commitment, the MCWD will continue to turn its back on the dominant water body in the watershed.

Thank you for your consideration and for listening to us.

Sincerely,



Debra J. Kind
Mayor, City of Greenwood
on behalf of the Greenwood City Council

CC: LMCD Board, LMA Board



August 9, 2020

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

SENT VIA EMAIL
vschleuning@lmcd.org

Re: Support for LMCD's Deicing Rule Changes

Dear Lake Minnetonka Conservation District Board,

At our August 5, 2020 meeting, the Greenwood city council discussed the LMCD's proposed changes to the deicing rules on Lake Minnetonka. The council directed me to send a letter to express Greenwood's support for the LMCD's deicing rule changes.

Sincerely,

A handwritten signature in black ink that reads "Debra J. Kind". The signature is written in a cursive style with a large, stylized initial 'D'.

Mayor Debra J. Kind
on behalf the Greenwood City Council



August 10, 2020

Hennepin County Water Patrol
Attn: Lieutenant Shane Magnuson
4141 Shoreline Dr
Spring Park, MN 55384

SENT VIA EMAIL
Shane.Magnuson@co.hennepin.mn.us

Re: Thank You

Dear Lieutenant Magnuson,

I am writing on behalf of the Greenwood city council to thank you and your team for the extra efforts regarding recent rescues on Lake Minnetonka and also for the extra patrol on St. Alban's Bay where there is more activity due to the pandemic.

The city of Greenwood is very appreciative of the Water Patrol. Thanks for all you do!

Sincerely,

A handwritten signature in black ink that reads "Debra J. Kind". The signature is written in a cursive, flowing style.

Debra J. Kind
Mayor, City of Greenwood
on behalf of the Greenwood City Council



August 17, 2020

The Honorable Debra Kind
Mayor of City of Greenwood
20225 Cottagewood Rd.
Deephaven, MN 55331

Re: Comments Regarding MCWD 10-Year CIP

Dear Mayor Kind,

Thank you for the thoughtful comments in your letter. It reflects a high level of engagement with our work and a commitment, which we share, to protect and enhance the health of Lake Minnetonka. These comments will be considered when the Board of Managers discusses MCWD's 10-year Capital Improvement Plan at its August 27 meeting.

There does appear to be a continued misunderstanding of the strategy behind our work, its measured effectiveness, and the role of aquatic invasive species programming in our goal of enhancing the ecological health of our water resources.

If it would be helpful, MCWD would be happy to meet and discuss these topics further. Please contact James Wisner at Jwisner@minnehahacreek.org if you would like to find time to connect, and we can align schedules to meet digitally in advance of the August 27 Meeting.

On behalf of the MCWD Board of Managers, I would like to once again thank the council for its engagement and input.

Sincerely,

A handwritten signature in black ink that reads "Sherry White". The signature is written in a cursive, flowing style.

Sherry White
President, Board of Managers
Minnehaha Creek Watershed District

CC: Lake Minnetonka Conservation District
Lake Minnetonka Association

We collaborate with public and private partners to protect and improve land and water for current and future generations.