

**CITY OF SHOREWOOD
CITY COUNCIL REGULAR MEETING
TRUTH-IN-TAXATION PUBLIC HEARING
MONDAY, DECEMBER 12, 2022**

**5755 COUNTRY CLUB ROAD
COUNCIL CHAMBERS
7:00 P.M.**

For those wishing to listen live to the meeting, please go to ci.shorewood.mn.us/current_meeting for the meeting link. Contact the city at 952.960.7900 during regular business hours with questions.

AGENDA

1. CONVENE CITY COUNCIL MEETING

A. Pledge of Allegiance

B. Roll Call

Mayor Labadie____
Siakel____
Johnson____
Callies____
Gorham____

C. Review and Adopt Agenda

Attachments

2. CONSENT AGENDA The Consent Agenda is a series of actions which are being considered for adoption this evening under a single motion. These items have been reviewed by city council and city staff and there shall be no further discussion by the council tonight on the Consent Agenda items. Any council member or member of city staff may request that an item be removed from the Consent Agenda for separate consideration or discussion. If there are any brief concerns or questions by council, we can answer those now.

Motion to approve items on the Consent Agenda & Adopt Resolutions Therein:

- | | |
|---|--|
| A. City Council Work Session Minutes of November 28, 2022 | Minutes |
| B. City Council Regular Meeting Minutes of November 28, 2022 | Minutes |
| C. Approval of the Verified Claims List | Claims List |
| D. Approve 2023 City Council Meeting Schedule | City Clerk/HR Director Memo
Resolution 22-126 |
| E. Approve Appointment of Matthew Morreim as
Public Works Director | Interim City Administrator Memo |
| F. Accept Donation from Lucky's Station for Arctic Fever Event | Parks/Rec Director Memo
Resolution 22-127 |
| G. Approve Programmatic Stormwater Agreement with Minnehaha
Creek Watershed District | City Engineer Memo
Resolution 22-128 |
| H. Approve Temporary Liquor License for Arctic Fever Event | Deputy Clerk Memo
Resolution 22-129 |

I. Approve City Amendments to MS4

City Engineer Memo
Ordinance 596
Ordinance 597
Resolution 22-130
Resolution 22-131

J. Approve Bolton & Menk Contract Renewal

Interim City Administrator Memo

K. Approve Campbell Knutson Civil Legal Services
Contract Renewal

Interim City Administrator Memo

L. Approve Campbell Knutson Criminal Prosecution
Services Renewal

Interim City Administrator Memo

3. MATTERS FROM THE FLOOR This is an opportunity for members of the public to bring an item, which is not on tonight's agenda, to the attention of the mayor and council. When you are recognized, please raise your hand or use the raise your hand feature. Please identify yourself by your first and last name and your address for the record. After this introduction, please limit your comments to three minutes. No action will be taken by the council on this matter. The mayor or council may request that staff place this matter on a future agenda or ask staff to address it during Item 10. Staff Reports. **(No Council Action will be taken)**

4. TRUTH IN TAXATION PUBLIC MEETING
(Public Comment Welcome)

A. Adopt 2023 Property Tax Levy and General Fund Budget

Finance Director Memo
Resolution 22-132

Adopt 2023 Shorewood Community and Event Center and
Enterprise Fund Budgets

Finance Director Memo
Resolution 22-133

Adopt 2023-2032 Capital Improvement Plan and 2023 Capital
Project Fund Budgets

Finance Director Memo
Resolution 22-134

5. REPORTS AND PRESENTATIONS

A. Employee Service Awards

Interim City Administrator Memo

B. Recognition of Service:

Larry Brown, Director of Public Works
Nat Gorham, City Council

6. PLANNING

A. Presentation by Commissioner Huskins on 12-06-22 Planning Commission Meeting

7. GENERAL/NEW BUSINESS

A. Review Reaffirmation of Bee Safe Resolution

Planning Director Memo
Resolution 22-135

8. STAFF AND COUNCIL REPORTS

A. Staff

B. Mayor and City Council

9. ADJOURN

CITY OF SHOREWOOD
CITY COUNCIL SPECIAL WORK SESSION MEETING
MONDAY, NOVEMBER 28, 2022

5755 COUNTRY CLUB ROAD
COUNCIL CHAMBERS
5:30 P.M.

MINUTES

1. CONVENE CITY COUNCIL WORK SESSION MEETING

Mayor Labadie called the meeting to order at 5:30 P.M.

A. Roll Call

Present. Mayor Labadie; Councilmembers: Siakel, Gorham, Johnson and Callies; Interim City Administrator Shukle; Public Works Director Brown, City Engineer Budde, Finance Director Rigdon and Planning Director Darling.

Absent: None

B. Approve Agenda

Johnson moved, Siakel seconded, to adopt the agenda as presented . Motion passed 5/0.

C. Interview Finalists for Public Works Director position.

Matthew Morreim was first to interview in person. The City Council asked a series of questions. Upon completion of the interview, the second finalist, Mitch Robinson, was interviewed via Zoom. The same questions were asked of Mr. Robinson.

D. Discussion

The City Council then discussed the finalists. Consensus was to extend an employment offer to Matthew Morreim. The direction given was to add this item to the Regular City Council meeting this evening to approve extending an offer to Matthew Morreim for the position of Public Works Director.

E. ADJOURN

Johnson moved, Gorham seconded, adjourning the City Council Work Session Meeting of November 28, 2022, at 6:48 p.m. Motion passed 5/0.

ATTEST:

Jennifer Labadie, Mayor

Sandie Thone, City Clerk

CITY OF SHOREWOOD
CITY COUNCIL REGULAR MEETING
MONDAY, NOVEMBER 28, 2022

5755 COUNTRY CLUB ROAD
COUNCIL CHAMBERS
7:00 P.M.

MINUTES

1. CONVENE CITY COUNCIL REGULAR MEETING

Mayor Labadie called the meeting to order at 7:01 P.M.

- A. Pledge of Allegiance
- B. Roll Call

Present. Mayor Labadie; Councilmembers Johnson, Siakel, Gorham, and Callies; Interim City Administrator Shukle; City Clerk/HR Director Thone; Finance Director Rigdon; Planning Director Darling; Director of Public Works Brown; and, City Engineer Budde

Absent: None

- C. Review Agenda

Mayor Labadie asked to add an item under General New Business for discussion of the Public Works Director position.

Siakel moved, Gorham seconded, approving the agenda, as amended. All in favor, motion passed.

2. CONSENT AGENDA

Mayor Labadie reviewed the items on the Consent Agenda.

Siakel moved, Gorham seconded, Approving the Motions Contained on the Consent Agenda and Adopting the Resolutions Therein.

- A. City Council Work Session Minutes of November 7, 2022
- B. City Council Work Session Minutes of November 14, 2022
- C. Municipal Canvas Board Meeting Minutes of November 14, 2022
- D. City Council Regular Meeting Minutes of November 14, 2022
- E. Approval of the Verified Claims List
- F. Approve Permanent Appointment of Matt VanLith, Pubic Works Light Equipment Operator

- G. **Accept Donation from Minneapolis Southwest Lions Club for Diabetes Emergency Kit for SCEC, Adopting RESOLUTION NO. 22-119, "A Resolution Accepting Donation to the Shorewood Community and Event Center."**

- H. **Approve Holiday Schedule**

All in favor, motion passed.

3. MATTERS FROM THE FLOOR

4. PARKS

A. Report by Commissioner Hirner on October 25, 2022 Park Commission Meeting

Parks Commissioner Hirner gave a brief overview of the discussion and actions taken at the October 25, 2022 Park Commission meeting.

Mayor Labadie noted that regarding the Galpin Lake Trail issue, Shorewood made the bus tour, but then it kind of stalled which she thinks was due to the time the elected officials were dedicating to their campaigns and staying away from potentially controversial topics. She explained that the City intends to revisit this issue with City Engineer Budde and Public Works Director Brown.

5. PLANNING

A. Report by Commissioner Riedel on November 15, 2022 Planning Commission Meeting

Planning Commissioner Riedel gave a brief overview of the discussion and actions taken at the November 15, 2022 Planning Commission meeting.

**B. Review Conditional Use Permit for Antenna Collocation
Applicant: SMJ International on behalf of AT&T
Location: 24283 Smithtown Road**

Planning Director Darling explained that this was an application from SMJ International on behalf of AT&T to add cellular antennas, radio receiving units, and various other equipment in a triangular array on the existing tower and the associated ground equipment. She reviewed the location of the tower and the proposed placement of the equipment. She explained that in review of the request, staff had asked that the appearance be less industrial and more applicable to a commercial setting. She noted that the Planning Commission held a public hearing, but no one from the public addressed the Commission and stated that following discussion, the Planning Commission refined the recommendations that had been made by staff and voted unanimously to recommend approval subject to the conditions as proposed in the packet. She explained that she had inadvertently left in the requirement that the ground equipment and other appurtenances be painted to match the other accessory building, which the Planning Commission had removed and asked that the Council remove this condition in their motion. She noted that the applicant is present, via Zoom, if the Council has any questions.

Callies moved, Gorham seconded, Adopting RESOLUTION NO. 22-121, "A Resolution Approving a Conditional Use Permit for an Antenna Collocation on an Existing Monopole"

and Related Equipment at 24283 Smithtown Road, with the removal of , as revised with removal of condition 4.b.(4).” All in favor, motion passed.

C. Review Concurrent Detachment/Attachment with Chanhassen
Applicant: Carl Zinn
Location: North ½ of 6200 Cardinal Drive (3411723440052)

Planning Director Darling stated that in order for a concurrent detachment/attachment with Chanhassen, the reviewing City needs to amend their Comprehensive plan. She explained that this action would essentially move the boundary lines between Shorewood and Chanhassen. She stated that in this situation, the property owner owns three parcels, but are planning to sell and would like to consolidate the two northerly properties into one buildable lot that would be located entirely in the City of Shorewood. She explained that because of the grade of the property, the applicant is proposing to use Chanhassen utilities and access from a private drive on the lot near the southeast corner of the site. She noted that included in the packet was a Joint Powers Agreement that had been crafted by staff from both cities for Council review, that follow review from both cities legal counsels have indicated that the language in paragraph eight was problematic and needed to be removed. She explained that Chanhassen also agreed with the removal of this language their Council was also reviewing this application at their meeting. Staff recommends approval subject to removal of paragraph 8 of the utility agreement. She noted that the Planning Commission was not required to review the utility agreement, but unanimously recommended approval of the others items that were within their purview.

Councilmember Gorham asked if there needed to be separate access agreements for each property.

Planning Director Darling stated that they will have to show that the parcels to be combined would have legal access all the way over to Cardinal before a building permit will be issued.

Gorham moved, Johnson seconded, Adopting **RESOLUTION NO. 22-123**, “A Resolution Approving a Comprehensive Plan Amendment for the Property on the North Portion of 6200 Cardinal Avenue (3411723440052).” All in favor, motion passed.

Gorham moved, Johnson seconded, Adopting **ORDINANCE NO. 22-595**, “An Ordinance Amending Section 1201.09 Subd. 2 of the Shorewood Zoning Code – The Shorewood Zoning Map (3411723440052)”. All in favor, motion passed.

Gorham moved, Johnson seconded, Adopting **RESOLUTION NO. 22-124**, “A Resolution Approving a Utility Agreement for the Properties Known as 3411723440050 and 3411723440052.” All in favor, motion passed.

Callies moved, Labadie seconded, Adopting **RESOLUTION NO. 22-122**, “A Joint Resolution Requesting Concurrent Detachment from Chanhassen and Annexation into Shorewood of Certain Lands Pursuant to Minnesota Statutes Section 414.061.” All in favor, motion passed.

6. GENERAL/NEW BUSINESS

A. Discussion of Director of Public Works Position

Mayor Labadie explained that earlier this evening, the Council conducted interviews for the Public Works Director position. She stated that following the interviews, the Council made a unanimous decision to extend an offer to Matthew Morreim.

Callies moved, Siakel seconded, to extend an offer of employment to Matthew Morreim for the Director of Public Works position. All in favor, motion passed.

Mayor Labadie noted that one portion of the discussion that the Council was not able to completed was related to salary for this position.

Councilmember Siakel asked which member of staff would contact Mr. Morreim.

Interim City Administrator Shukle stated that City Clerk/HR Director Thone would extend the offer to Mr. Morreim.

Councilmember Siakel stated that she would suggest that City Clerk/HR Director Thone extend the offer to Mr. Morreim and suggested that she given the latitude to negotiate a salary that did not exceed the maximum salary that had been posted.

Mayor Labadie asked if in the past it was the usual practice for City Clerk/HR Director Thone to negotiate the salary of a department head.

Interim City Administrator Shukle noted that Clerk Clerk/HR Director Thone had done this for the latest hire of the Parks and Recreation Director.

Mayor Labadie stated that, in her opinion, she thinks any negotiation of this type should be handled by Interim City Administrator Shukle.

There was consensus of the Council to direct Interim City Administrator Shukle to handle extending the offer and negotiating salary to Matthew Morreim for the Director of Public Works position.

Siakel moved, Callies seconded, to direct Interim City Administrator Shukle to extend an offer and negotiate a salary not to exceed the maximum salary that had been posted for the position. All in favor, motion passed.

7. STAFF AND COUNCIL REPORTS

A. Staff

Finance Director Rigdon stated that the Truth in Taxation meeting will be held December 12, 2022 at 7:00 p.m.

Councilmember Siakel noted that she had received a number of calls about the valuations and tax statements and would not be surprised if a number of people show up for the meeting this year.

Finance Director Rigdon noted that the City had not yet received any calls about this, but noted that the valuations increased by about twenty-six to twenty-eight percent.

CITY OF SHOREWOOD REGULAR COUNCIL MEETING MINUTES

NOVEMBER 28, 2022

Page 5 of 6

Interim City Administrator Shukle noted that in his seven months working at the City he has enjoyed working alongside Councilmember Siakel. He stated that the amount of knowledge she has brought has been very beneficial and wished her well in her retirement.

B. Mayor and City Council

Councilmember Gorham also extended his appreciation to Councilmember Siakel and noted that he did not think people realized the sacrifices that she had made in serving the City for twelve years because involvement on the Council and the other various meetings is a large time commitment.

Councilmember Callies stated that she would echo what has been shared about Councilmember Siakel and noted that she would be sorely missed on the Council.

Councilmember Johnson stated that Councilmember Siakel's mentorship has meant the world to him.

Councilmember Siakel stated that she had not intended to say anything, but she wanted people to know about the City staff who shows up all the time. She explained that there had been some very interesting things that have happened and staff has always done their best to help the Council look good in front of the public. She stated that she literally thinks that Shorewood has the best staff ever. She stated that she has enjoyed serving in this capacity and encouraged people to volunteer because you really get an understanding of the City and the value of local government. She stated that she is hopeful that when the public comes forward as issues come up in the City that they retain a sense of respect for both staff and the Council, because she feels that has been lacking recently.

Mayor Labadie clarified that the reason everyone was wishing Councilmember Siakel well was because tonight is her last meeting as she did not run for re-election. She noted that Councilmember Siakel served three terms on the City Council which is the equivalent of twelve years and included four years on the Excelsior Fire District Board, and two years on the Lake Minnetonka Conservation District Board. She explained that Councilmember Siakel has lived in Shorewood for thirty years and grows vegetables in the Shorewood community garden space. She stated that she can echo the comments already made about Councilmember Siakel that she has truly been a mentor, stepped up and said things when others were too shy to say them, and helped her move into a leadership role as mayor. She stated that there will be some cookies available following the Council meeting if anyone would care to join them in honoring Councilmember Siakel.

Mayor Labadie noted that she will be having pancakes with other area mayors in Dean Phillips' district tomorrow morning in order to get a legislative update. She noted that on December 1, 2022 the South Lake Minnetonka Police Department will hold their very first Officer of the Year banquet and noted that she plans on attending. She stated that one additional Councilmember can go without causing issues with open meeting laws and encouraged anyone interested to contact her for details.

Mayor Labadie explained that there was another collision on the evening of Thanksgiving at the intersection of Eureka and Highway 7.

**CITY OF SHOREWOOD REGULAR COUNCIL MEETING MINUTES
NOVEMBER 28, 2022
Page 6 of 6**

Councilmember Johnson stated that he believes that was the second accident at the location within a week.

Mayor Labadie explained that Chief Tholen is pulling together statistics on the recent incidents. She clarified that because Highway 7 is a State highway it is under the control of MnDOT but noted that the City was working to get meetings set up with MnDOT as well as senators and representatives because the City cannot remedy the situation by themselves.

8. ADJOURN

Siakel moved, Johnson seconded, Adjourning the City Council Regular Meeting of November 28, 2022, at 7:45 P.M. All in favor, motion passed.

ATTEST:

Jennifer Labadie, Mayor

Sandie Thone, City Clerk



#2 C

MEETING TYPE
Regular Meeting

City of Shorewood Council Meeting Item

Title / Subject: Verified Claims

Meeting Date: December 12, 2022

Prepared by: Michelle Nguyen, Senior Accountant
Joe Rigdon, Finance Director

Attachments: Claims lists

Policy Consideration:

Should the attached claims against the City of Shorewood be paid?

Background:

Claims for council authorization.

67793 - 67826 & ACH	427,107.71
Total Claims	\$427,107.71

We have also included a payroll summary for the payroll period ending **December 4, 2022**.

Financial or Budget Considerations:

These expenditures are reasonable and necessary to provide services to our residents and funds are budgeted and available for these purposes.

Options:

The City Council may accept the staff recommendation to pay these claims or may reject any expenditure it deems not in the best interest of the city.

Recommendation / Action Requested:

Staff recommends approval of the claims list as presented.

Next Steps and Timelines:

Checks will be distributed following approval.

Payroll

G/L Distribution Report

User: mnguyen

Batch: 00001.12.2022 - PR-12-05-2022

CITY OF SHOREWOOD



Account Number	Debit Amount	Credit Amount	Description
FUND 101	General Fund		
101-00-1010-0000	0.00	65,836.83	CASH AND INVESTMENTS
101-13-4101-0000	5,996.60	0.00	FULL-TIME REGULAR
101-13-4103-0000	964.08	0.00	PART-TIME
101-13-4121-0000	522.03	0.00	PERA CONTRIB - CITY SHARE
101-13-4122-0000	519.49	0.00	FICA CONTRIB - CITY SHARE
101-13-4131-0000	1,179.18	0.00	EMPLOYEE INSURANCE - CITY
101-13-4151-0000	36.16	0.00	WORKERS COMPENSATION
101-14-4107-0000	647.00	0.00	ELECTION JUDGE
101-15-4101-0000	5,617.92	0.00	FULL-TIME REGULAR
101-15-4121-0000	421.35	0.00	PERA CONTRIB - CITY SHARE
101-15-4122-0000	428.83	0.00	FICA CONTRIB - CITY SHARE
101-15-4131-0000	662.50	0.00	EMPLOYEE INSURANCE - CITY
101-15-4151-0000	27.21	0.00	WORKERS COMPENSATION
101-18-4101-0000	8,297.57	0.00	FULL-TIME REGULAR
101-18-4103-0000	133.54	0.00	PART-TIME
101-18-4121-0000	632.33	0.00	PERA CONTRIB - CITY SHARE
101-18-4122-0000	593.71	0.00	FICA CONTRIB - CITY SHARE
101-18-4131-0000	1,513.35	0.00	EMPLOYEE INSURANCE - CITY
101-18-4151-0000	39.85	0.00	WORKERS COMPENSATION
101-24-4101-0000	3,701.07	0.00	FULL-TIME REGULAR
101-24-4121-0000	277.58	0.00	PERA CONTRIB - CITY SHARE
101-24-4122-0000	284.41	0.00	FICA CONTRIB - CITY SHARE
101-24-4131-0000	805.97	0.00	EMPLOYEE INSURANCE - CITY
101-24-4151-0000	14.91	0.00	WORKERS COMPENSATION
101-32-4101-0000	14,938.99	0.00	FULL-TIME REGULAR
101-32-4102-0000	208.30	0.00	OVERTIME
101-32-4121-0000	1,136.03	0.00	PERA CONTRIB - CITY SHARE
101-32-4122-0000	1,147.03	0.00	FICA CONTRIB - CITY SHARE
101-32-4131-0000	2,675.62	0.00	EMPLOYEE INSURANCE - CITY
101-32-4151-0000	854.76	0.00	WORKERS COMPENSATION
101-33-4101-0000	6,263.06	0.00	FULL-TIME REGULAR
101-33-4102-0000	363.79	0.00	OVERTIME
101-33-4121-0000	497.02	0.00	PERA CONTRIB - CITY SHARE
101-33-4122-0000	434.60	0.00	FICA CONTRIB - CITY SHARE

Account Number	Debit Amount	Credit Amount	Description
101-33-4131-0000	225.13	0.00	EMPLOYEE INSURANCE - CITY
101-33-4151-0000	328.96	0.00	WORKERS COMPENSATION
101-52-4101-0000	2,183.12	0.00	FULL-TIME REGULAR
101-52-4121-0000	163.74	0.00	PERA CONTRIB - CITY SHARE
101-52-4122-0000	164.85	0.00	FICA CONTRIB - CITY SHARE
101-52-4131-0000	340.93	0.00	EMPLOYEE INSURANCE - CITY
101-52-4151-0000	124.27	0.00	WORKERS COMPENSATION
101-53-4101-0000	257.28	0.00	FULL-TIME REGULAR
101-53-4121-0000	19.30	0.00	PERA CONTRIB - CITY SHARE
101-53-4122-0000	28.08	0.00	FICA CONTRIB - CITY SHARE
101-53-4131-0000	157.22	0.00	EMPLOYEE INSURANCE - CITY
101-53-4151-0000	8.11	0.00	WORKERS COMPENSATION
FUND Total:	65,836.83	65,836.83	
FUND 201	Shorewood Comm. & Event Center		
201-00-1010-0000	0.00	4,704.54	CASH AND INVESTMENTS
201-00-4101-0000	3,220.80	0.00	FULL-TIME REGULAR
201-00-4103-0000	603.14	0.00	PART-TIME
201-00-4121-0000	281.63	0.00	PERA CONTRIB - CITY SHARE
201-00-4122-0000	282.61	0.00	FICA CONTRIB - CITY SHARE
201-00-4131-0000	235.83	0.00	EMPLOYEE INSURANCE - CITY
201-00-4151-0000	80.53	0.00	WORKERS COMPENSATION
FUND Total:	4,704.54	4,704.54	
FUND 601	Water Utility		
601-00-1010-0000	0.00	9,943.21	CASH AND INVESTMENTS
601-00-4101-0000	7,177.01	0.00	FULL-TIME REGULAR
601-00-4121-0000	538.30	0.00	PERA CONTRIB - CITY SHARE
601-00-4122-0000	546.82	0.00	FICA CONTRIB - CITY SHARE
601-00-4131-0000	1,428.01	0.00	EMPLOYEE INSURANCE - CITY
601-00-4151-0000	253.07	0.00	WORKERS COMPENSATION
FUND Total:	9,943.21	9,943.21	
FUND 611	Sanitary Sewer Utility		
611-00-1010-0000	0.00	8,886.93	CASH AND INVESTMENTS
611-00-4101-0000	6,302.56	0.00	FULL-TIME REGULAR
611-00-4102-0000	229.00	0.00	OVERTIME
611-00-4121-0000	489.85	0.00	PERA CONTRIB - CITY SHARE
611-00-4122-0000	490.72	0.00	FICA CONTRIB - CITY SHARE
611-00-4131-0000	1,169.19	0.00	EMPLOYEE INSURANCE - CITY
611-00-4151-0000	205.61	0.00	WORKERS COMPENSATION

Account Number	Debit Amount	Credit Amount	Description
FUND Total:	8,886.93	8,886.93	
FUND 631	Storm Water Utility		
631-00-1010-0000	0.00	2,006.34	CASH AND INVESTMENTS
631-00-4101-0000	1,434.17	0.00	FULL-TIME REGULAR
631-00-4121-0000	107.58	0.00	PERA CONTRIB - CITY SHARE
631-00-4122-0000	115.73	0.00	FICA CONTRIB - CITY SHARE
631-00-4131-0000	313.30	0.00	EMPLOYEE INSURANCE - CITY
631-00-4151-0000	35.56	0.00	WORKERS COMPENSATION
FUND Total:	2,006.34	2,006.34	
FUND 700	Payroll Clearing Fund		
700-00-1010-0000	90,730.85	0.00	CASH AND INVESTMENTS
700-00-2170-0000	0.00	42,376.47	GROSS PAYROLL CLEARING
700-00-2171-0000	0.00	9,450.00	HEALTH INSURANCE PAYABLE
700-00-2172-0000	0.00	6,818.26	FEDERAL WITHHOLDING PAYABLE
700-00-2173-0000	0.00	2,927.08	STATE WITHHOLDING PAYABLE
700-00-2174-0000	0.00	10,073.76	FICA/MEDICARE TAX PAYABLE
700-00-2175-0000	0.00	9,495.24	PERA WITHHOLDING PAYABLE
700-00-2176-0000	0.00	3,666.39	DEFERRED COMPENSATION
700-00-2177-0000	0.00	2,009.00	WORKERS COMPENSATION
700-00-2179-0000	0.00	183.33	SEC 125 DEP CARE REIMB PAYABLE
700-00-2180-0000	0.00	1,134.46	LIFE INSURANCE
700-00-2181-0000	0.00	1,392.00	DISABILITY INSURANCE
700-00-2182-0000	0.00	367.99	UNION DUES
700-00-2183-0000	0.00	638.00	HEALTH SAVINGS ACCOUNT
700-00-2186-0000	0.00	198.87	VOLUNTARY VISION
FUND Total:	90,730.85	90,730.85	
Report Total:	182,108.70	182,108.70	

Accounts Payable

Computer Check Proof List by Vendor

User: mnguyen
 Printed: 12/05/2022 - 1:23PM
 Batch: 00007.11.2022 - BOM-Nov



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 868	BANK OF MONTREAL			Check Sequence: 1	ACH Enabled: True
Oct-2022-Andrew	Fuel	58.47	11/30/2022	101-32-4212-0000	
Oct-2022-Brenda	Heartsmart	169.35	11/30/2022	101-32-4245-0000	
Oct-2022-Bruce	Fuel	313.48	11/30/2022	101-32-4212-0000	
Oct-2022-Bruce	Sam's	21.98	11/30/2022	101-32-4245-0000	
Oct-2022-ChrisH	Fuel	320.30	11/30/2022	101-32-4212-0000	
Oct-2022-ChrisH	Amazon	75.93	11/30/2022	101-52-4245-0000	
Oct-2022-ChrisH	Amazon	17.19	11/30/2022	101-32-4245-0000	
Oct-2022-ChrisH	Amazon	147.02	11/30/2022	101-32-4250-0000	
Oct-2022-ChrisH	Amazon	38.43	11/30/2022	101-32-4245-0000	
Oct-2022-ChrisH	Cub	2.38	11/30/2022	101-32-4245-0000	
Oct-2022-ChrisH	Matco Tool-Small Tools	197.79	11/30/2022	101-32-4240-0000	
Oct-2022-ChrisH	Restockit-Garbage Bags	353.72	11/30/2022	101-52-4245-0000	
Oct-2022-ChrisH	Shorewood True Value	13.48	11/30/2022	101-32-4245-0000	
Oct-2022-ChrisH	Shorewood True Value	60.95	11/30/2022	101-32-4221-0000	
Oct-2022-ChrisH	Shorewood True Value	11.54	11/30/2022	101-32-4245-0000	
Oct-2022-CityCard	Culligan Bottled Water - C.H.	33.00	11/30/2022	101-19-4245-0000	
Oct-2022-CityCard	Republic Services	10,296.00	11/30/2022	621-00-4400-0000	
Oct-2022-CityCard	Waste Mgmt-Public Works	1,232.57	11/30/2022	101-32-4400-0000	
Oct-2022-CityCard	Waste Mgmt-SSCC	358.16	11/30/2022	201-00-4400-0000	
Oct-2022-CityCard	Dept of Labor-State Surcharge-3rd Qtr-2022	3,097.05	11/30/2022	101-00-2085-0000	
Oct-2022-CityCard	Verizon-Lift Station	14.16	11/30/2022	611-00-4321-0000	
Oct-2022-CityCard	Mangold Horticulture-SCEC	176.00	11/30/2022	201-00-4400-0000	
Oct-2022-CityCard	Mangold Horticulture-City Hall	339.00	11/30/2022	101-19-4400-0000	
Oct-2022-CityCard	Hach-Chlorimeter	589.12	11/30/2022	601-00-4240-0000	
Oct-2022-CityCard	Mangold Horticulture-Utility Bldg	113.00	11/30/2022	101-32-4400-0000	
Oct-2022-CityCard	Organic Recycling	250.00	11/30/2022	621-00-4400-0026	
Oct-2022-CityCard	Mangold Horticulture-Badger Park	612.00	11/30/2022	101-52-4400-0000	
Oct-2022-CityCard	AT&T - Wade's Ipad	23.49	11/30/2022	101-24-4321-0000	
Oct-2022-CityCard	Mangold Horticulture-SCEC-50%project down p	3,240.00	11/30/2022	201-00-4400-0000	
Oct-2022-Jeremy	In Specialized - Tree Disposal	72.00	11/30/2022	101-32-4400-0000	
Oct-2022-Jeremy	CarQuest	109.40	11/30/2022	101-32-4221-0000	
Oct-2022-Jeremy	CarQuest	117.69	11/30/2022	101-32-4245-0000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Oct-2022-Jeremy	Istate Truck Center	181.76	11/30/2022	101-32-4221-0000	
Oct-2022-Jeremy	Home Depot	430.26	11/30/2022	101-32-4240-0000	
Oct-2022-Jeremy	Home Depot	18.22	11/30/2022	101-32-4221-0000	
Oct-2022-Jeremy	Fuel	249.72	11/30/2022	101-32-4212-0000	
Oct-2022-Julie	Association of RC	35.00	11/30/2022	621-00-4331-0000	
Oct-2022-Julie	Lake Harriet Florist-Brenda	124.78	11/30/2022	101-13-4245-0000	
Oct-2022-Julie	MN Association of Government	100.00	11/30/2022	101-13-4331-0000	
Oct-2022-Julie	Uline Ship Supplies- PWs	615.04	11/30/2022	101-32-4245-0000	
Oct-2022-Larry	Fuel	82.02	11/30/2022	101-32-4212-0000	
Oct-2022-Larry	In Enabling Elements-Water System Comm	17.00	11/30/2022	601-00-4321-0000	
Oct-2022-Larry	Felling Trailers-Hyd Motor Trailer	1,108.48	11/30/2022	101-32-4221-0000	
Oct-2022-Larry	Zoro Tool-Light Cage	57.96	11/30/2022	101-52-4223-0000	
Oct-2022-LukeW	Fuel	170.00	11/30/2022	101-32-4212-0000	
Oct-2022-MarieD	Zoom	161.18	11/30/2022	101-18-4433-0000	
Oct-2022-MarieD	Zoom	-11.28	11/30/2022	101-18-4433-0000	
Oct-2022-Matthe	In Specialized - Tree Disposal	182.00	11/30/2022	101-32-4400-0000	
Oct-2022-Matthe	Fuel	413.00	11/30/2022	101-32-4212-0000	
Oct-2022-Matthe	Menards-Wood Posts	193.78	11/30/2022	101-32-4245-0000	
Oct-2022-Nelia	Odp Bus - Office Supplies	272.45	11/30/2022	101-13-4200-0000	
Oct-2022-Nelia	Hometown Laundry	128.00	11/30/2022	201-00-4245-0000	
Oct-2022-Nelia	Kowalskis -Friday Donuts	70.58	11/30/2022	101-13-4245-0000	
Oct-2022-Nelia	Cub	4.90	11/30/2022	101-13-4245-0000	
Oct-2022-Nelia	Caribou-Friday Coffee	27.19	11/30/2022	101-13-4245-0000	
Oct-2022-Nelia	Main Street Floral-Hanson's mother	71.94	11/30/2022	101-11-4245-0000	
Oct-2022-Nelia	Crumbl-Friday	69.49	11/30/2022	101-13-4245-0000	
Oct-2022-Nelia	Target	8.35	11/30/2022	101-13-4245-0000	
Oct-2022-Norman	Kowalskis -Friday Donuts	50.32	11/30/2022	101-13-4245-0000	
Oct-2022-Ryan	Fleet Farm-Boot	134.99	11/30/2022	101-32-4245-0000	
Oct-2022-Ryan	Fuel	250.64	11/30/2022	101-32-4212-0000	
Oct-2022-Ryan	Everson Hardware-Gloves	17.99	11/30/2022	101-32-4245-0000	
Oct-2022-Ryan	In Specialized - Tree Disposal	60.00	11/30/2022	101-32-4400-0000	
Oct-2022-Sandie	Caribou-Fri Donut	17.19	11/30/2022	101-13-4245-0000	
Oct-2022-Sandie	Jerrys Woodbury-Fri Donut	77.76	11/30/2022	101-13-4245-0000	
Oct-2022-Sandie	Cub-Open Enrollment	163.07	11/30/2022	101-13-4245-0000	
Oct-2022-Sandie	Caribou-Fri	27.19	11/30/2022	101-13-4245-0000	
Oct-2022-Sandie	Tribute Store Flowers-Mayor's father funeral	124.41	11/30/2022	101-13-4245-0000	
Oct-2022-Sandie	Amazon	85.71	11/30/2022	101-13-4200-0000	
Oct-2022-Sandie	Amazon-Books	191.64	11/30/2022	101-13-4331-0000	
Oct-2022-Sandie	League of MN Cities-Adobe	1,961.62	11/30/2022	101-13-4433-0000	
Oct-2022-Sandie	League of MN Cities-Adobe	784.71	11/30/2022	201-00-4433-0000	
Oct-2022-Sandie	League of MN Cities-Adobe	293.76	11/30/2022	101-32-4433-0000	
Oct-2022-Sandie	League of MN Cities-Adobe	220.32	11/30/2022	101-18-4433-0000	
Oct-2022-Sandie	League of MN Cities-Adobe	146.88	11/30/2022	101-15-4433-0000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Oct-2022-TimK	Fuel	620.86	11/30/2022	101-32-4212-0000	
Oct-2022-TimK	Cub	42.32	11/30/2022	101-32-4245-0000	
Oct-2022-TimK	Home Depot	61.14	11/30/2022	101-32-4245-0000	
Oct-2022-Todd	In Specialized - Tree Disposal	60.00	11/30/2022	101-32-4400-0000	
Oct-2022-Todd	Fuel	150.00	11/30/2022	101-32-4212-0000	
Oct-2022-Twila	Cub	81.86	11/30/2022	101-53-4438-0000	
Oct-2022-Twila	Hometown Laundry	232.00	11/30/2022	201-00-4245-0000	
Oct-2022-Twila	MGM Wine	177.06	11/30/2022	101-53-4438-0000	
Oct-2022-Twila	MGM Wine-Return	-47.96	11/30/2022	101-53-4438-0000	
Oct-2022-Wade	Fuel	89.00	11/30/2022	101-24-4212-0000	
Oct-2022-Wade	U of M Con't Learning	50.00	11/30/2022	101-24-4331-0000	
	Check Total:	33,380.95			
Vendor: 327	WINDSTREAM			Check Sequence: 2	ACH Enabled: True
75214471	City of Shwd- Badger Well	69.90	11/30/2022	601-00-4395-0000	
75214471	Public Works	79.86	11/30/2022	101-32-4321-0000	
75214471	City Hall	163.79	11/30/2022	101-19-4321-0000	
75214471	Badger-Manor-Cathcart Parks	244.80	11/30/2022	101-52-4321-0000	
75214471	City of Shwd-West Tower	152.82	11/30/2022	601-00-4321-0000	
	Check Total:	711.17			
	Total for Check Run:	34,092.12			
	Total of Number of Checks:	2			

Accounts Payable

Computer Check Proof List by Vendor

User: mnguyen
 Printed: 12/05/2022 - 1:47PM
 Batch: 00001.12.2022 - PR-12-05-2022



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 12	AFSCME MN COUNCIL 5 - UNION DUES			Check Sequence: 1	ACH Enabled: True
December-2022	Hanson-Kosek-Stark-Weber-Brant-Moe-Roden	367.99	12/05/2022	700-00-2182-0000	PR Batch 00001.12.2022 Union Dues
	Check Total:	367.99			
Vendor: 5	EFTPS - FEDERAL W/H			Check Sequence: 2	ACH Enabled: True
PR-12-05-2022	PR Batch 00001.12.2022 Federal Income Tax	6,818.26	12/05/2022	700-00-2172-0000	PR Batch 00001.12.2022 Federal Income T
PR-12-05-2022	PR Batch 00001.12.2022 FICA Employee Portio	4,082.16	12/05/2022	700-00-2174-0000	PR Batch 00001.12.2022 FICA Employee I
PR-12-05-2022	PR Batch 00001.12.2022 FICA Employer Portio	4,082.16	12/05/2022	700-00-2174-0000	PR Batch 00001.12.2022 FICA Employer I
PR-12-05-2022	PR Batch 00001.12.2022 Medicare Employee Pc	954.72	12/05/2022	700-00-2174-0000	PR Batch 00001.12.2022 Medicare Emplo
PR-12-05-2022	PR Batch 00001.12.2022 Medicare Employer Po	954.72	12/05/2022	700-00-2174-0000	PR Batch 00001.12.2022 Medicare Emplo
	Check Total:	16,892.02			
Vendor: 1165	FIDELITY SECURITY LIFE INSURANCE COMPANY			Check Sequence: 3	ACH Enabled: False
December-2022	Dec-2022-NewMembers:Stark-Brant-Corssfield	198.87	12/05/2022	700-00-2186-0000	PR Batch 00001.12.2022 Vision-Avesis
	Check Total:	198.87			
Vendor: 2	ICMA RETIREMENT TRUST-302131-457			Check Sequence: 4	ACH Enabled: True
PR-12-05-2022	PR Batch 00001.12.2022 Deferred Comp-ICMA	2,355.13	12/05/2022	700-00-2176-0000	PR Batch 00001.12.2022 Deferred Comp-I
PR-12-05-2022	PR Batch 00001.12.2022 Deferred Comp-ICMA	86.26	12/05/2022	700-00-2176-0000	PR Batch 00001.12.2022 Deferred Comp-I
	Check Total:	2,441.39			
Vendor: 686	KANSAS CITY LIFE INSURANCE COMPANY			Check Sequence: 5	ACH Enabled: True
December-2022	LTD-NewMember:Janelle Crossfield for Dec/22	654.91	12/05/2022	700-00-2181-0000	PR Batch 00001.12.2022 Long Term Disat
December-2022	STD - NewMember:Janelle Crossfield for Dec/2	737.09	12/05/2022	700-00-2181-0000	PR Batch 00001.12.2022 Short Term Disat
	Check Total:	1,392.00			
Vendor: 11	MINNESOTA DEPARTMENT OF REVENUE			Check Sequence: 6	ACH Enabled: True
PR-12-05-2022	PR Batch 00001.12.2022 State Income Tax	2,927.08	12/05/2022	700-00-2173-0000	PR Batch 00001.12.2022 State Income Tax

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	2,927.08			
Vendor: 7	MINNESOTA LIFE INSURANCE COMPANY			Check Sequence: 7	ACH Enabled: True
December-2022	Dec-2022-NewMember:Janelle Crossfield for De	894.46	12/05/2022	700-00-2180-0000	PR Batch 00001.12.2022 Life Insurance
	Check Total:	894.46			
Vendor: 1091	MSRS-MN DEFERRED COMP PLAN 457			Check Sequence: 8	ACH Enabled: True
PR-12-05-2022	PR Batch 00001.12.2022 Deferred Comp-MSRS	1,225.00	12/05/2022	700-00-2176-0000	PR Batch 00001.12.2022 Deferred Comp-MSRS
	Check Total:	1,225.00			
Vendor: 10	NCPERS GROUP LIFE INSURANCE			Check Sequence: 9	ACH Enabled: True
December-2022	Janelle Crossfield- Nov & Dec/2022	240.00	12/05/2022	700-00-2180-0000	PR Batch 00001.12.2022 PERA Life
	Check Total:	240.00			
Vendor: 665	OPTUM BANK			Check Sequence: 10	ACH Enabled: True
PR-12-05-2022	PR Batch 00001.12.2022 HSA-OPTUM BANK	638.00	12/05/2022	700-00-2183-0000	PR Batch 00001.12.2022 HSA-OPTUM BANK
	Check Total:	638.00			
Vendor: 9	PERA			Check Sequence: 11	ACH Enabled: True
PR-12-05-2022	PR Batch 00001.12.2022 MN-PERA Deduction	4,408.50	12/05/2022	700-00-2175-0000	PR Batch 00001.12.2022 MN-PERA Deduction
PR-12-05-2022	PR Batch 00001.12.2022 MN PERA Benefit Em	5,086.74	12/05/2022	700-00-2175-0000	PR Batch 00001.12.2022 MN PERA Benefit Em
	Check Total:	9,495.24			
	Total for Check Run:	36,712.05			
	Total of Number of Checks:	11			

Accounts Payable

Computer Check Proof List by Vendor

User: mnguyen
Printed: 12/08/2022 - 9:25AM
Batch: 00002.12.2022 - AP-12-12-2022



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 105	ADVANCED IMAGING SOLUTIONS			Check Sequence: 1	ACH Enabled: True
INV293258	Konica Minolta/C658 Copier	764.98	12/12/2022	101-19-4221-0000	
	Check Total:	764.98			
Vendor: 107	ALLIED BLACKTOP COMPANY			Check Sequence: 2	ACH Enabled: False
9309	Sand/Salt Deicing-Roads	6,286.56	12/12/2022	101-33-4245-0000	
	Check Total:	6,286.56			
Vendor: 677	BOLTON & MENK, INC.			Check Sequence: 3	ACH Enabled: True
302811	Catchbasin & Culvert Repairs-2022	5,907.00	12/12/2022	631-00-4303-0000	
302812	General Engineering	9,370.00	12/12/2022	101-31-4303-0000	
302812	General Engineering -6200 Cardinal Drive	162.00	12/12/2022	880-00-2200-0000	
302812	General Engineering -24283 Smithtown-AT&T	162.00	12/12/2022	880-00-2200-0000	
302813	Mill & Overlay-2022	3,825.00	12/12/2022	416-00-4303-0000	
302814	Pond Maintenance	172.00	12/12/2022	631-00-4303-0000	
302815	Sanitary Cleaning & Televising 2022	344.00	12/12/2022	611-00-4303-0000	
302816	Birch Bluff St-Utility Imprvmt	20,281.00	12/12/2022	414-00-4303-0000	
302818	Freeman Park Trail Improvement	5,177.50	12/12/2022	402-00-4400-0000	
302819	GIS-Utilities-Stormwater	2,526.00	12/12/2022	631-00-4303-0000	
302819	GIS-Utilities-Water	1,110.00	12/12/2022	601-00-4303-0000	
302819	GIS-Utilities-Sewer	1,383.00	12/12/2022	611-00-4303-0000	
302819	GIS-Utilities-Street	258.00	12/12/2022	404-00-4303-0000	
302820	Grant Street Drainage	148.00	12/12/2022	631-00-4303-0000	
302821	Lift Station 10 Rehabilitation	1,906.00	12/12/2022	611-00-4303-0000	
302822	Lift Station 11 Rehabilitation	464.00	12/12/2022	611-00-4303-0000	
302823	Lift Station 7 Rehabilitation	1,883.00	12/12/2022	611-00-4303-0000	
302824	Lift Station 9 Rehabilitation	1,257.00	12/12/2022	611-00-4303-0000	
302825	Mary Lake Outlet	86.00	12/12/2022	631-00-4303-0000	
302826	Mill & Overlay-2022	344.00	12/12/2022	416-00-4303-0000	
302827	MS4 Administration	4,464.00	12/12/2022	631-00-4302-0009	
302828	Shorewood Ln Ravine Restore	5,685.00	12/12/2022	631-00-4303-0000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
302830	Silverwood Park Improvements	86.00	12/12/2022	402-00-4400-0000	
302832	Smithtown Pond-26115 Smithtown Ln-Bob Koh	595.00	12/12/2022	631-00-4303-0000	
302832	Smithtown Pond	8,243.00	12/12/2022	412-00-4303-0000	
302835	Strawberry Ln St Reconst & Trl	31,979.50	12/12/2022	409-00-4303-0000	
302841	Walnut Grove Villas	678.00	12/12/2022	101-00-3414-0000	
	Check Total:	108,496.00			
Vendor: 125	BOYER FORD TRUCKS			Check Sequence: 4	ACH Enabled: True
003P29571	Brake Parts	825.30	12/12/2022	101-32-4221-0000	
008P16781	Brake Kit Return	-98.40	12/12/2022	101-32-4221-0000	
	Check Total:	726.90			
Vendor: 1287	RYAN JEFFREY BRANT			Check Sequence: 5	ACH Enabled: True
2022-CellPhone	Cell Phone Reimbursement-Oct thru Dec/2022	90.00	12/12/2022	101-32-4321-0000	
	Check Total:	90.00			
Vendor: 1221	CAMPBELL KNUTSON P.A.			Check Sequence: 6	ACH Enabled: True
3526-0000G-11	General Matters/Administration	4,968.40	12/12/2022	101-16-4304-0000	
3526-0001G-11	Planning & Zoning	132.00	12/12/2022	101-16-4304-0000	
3526-0001G-11	Planning & Zoning-6200 Cardinal Drive-Gerald	181.50	12/12/2022	880-00-2200-0000	
3526-0004G-10	Ugerots Litigation	66.00	12/12/2022	101-16-4304-0000	
3526-0006G-5	T-mobile - 5500 Old Market Road	66.00	12/12/2022	101-16-4304-0000	
3526-0008G-1	Strawberry Lane Condemnation	511.50	12/12/2022	409-00-4304-0000	
3526-0996G-8	Code Enforcement-5815 Club Lane	60.00	12/12/2022	101-00-3414-0000	
3526-0999G-14	Prosecution	3,566.02	12/12/2022	101-16-4304-0000	
	Check Total:	9,551.42			
Vendor: 133	CARGILL, INCORPORATED			Check Sequence: 7	ACH Enabled: False
2907721941	Salt for Deicing	2,765.86	12/12/2022	101-33-4245-0000	
2907726318	Salt for Deicing	2,636.89	12/12/2022	101-33-4245-0000	
2907744635	Salt for Deicing	5,424.42	12/12/2022	101-33-4245-0000	
	Check Total:	10,827.17			
Vendor: 134	CARQUEST AUTO PARTS STORES			Check Sequence: 8	ACH Enabled: False
6974-ID-449133	General Parts	21.42	12/12/2022	101-32-4221-0000	
6974-ID-449207	General Parts	120.59	12/12/2022	101-32-4221-0000	
6974-ID-449306	General Parts	73.44	12/12/2022	101-32-4212-0000	
6974-ID-449393	General Parts	74.75	12/12/2022	101-32-4221-0000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	290.20			
Vendor: 136	CENTERPOINT ENERGY-GAS			Check Sequence: 9	ACH Enabled: True
11-30-2022	20405 Knightsbridge Rd	46.89	12/12/2022	601-00-4394-0000	
11-30-2022	28125 Boulder Bridge	146.44	12/12/2022	601-00-4396-0000	
11-30-2022	24200 Smithtown Rd	377.32	12/12/2022	101-32-4380-0000	
11-30-2022	6000 Eureka Road	172.15	12/12/2022	101-52-4380-0000	
11-30-2022	5755 Country Club Rd	248.45	12/12/2022	101-19-4380-0000	
79456885-112322	5735 Country Club Rd-SCEC	237.54	12/12/2022	201-00-4380-0000	
86501806-112322	20630 Manor Road	53.15	12/12/2022	101-52-4380-0000	
	Check Total:	1,281.94			
Vendor: 137	CENTURY LINK			Check Sequence: 10	ACH Enabled: True
9524702294Nov22	952-470-2294-642-PW	65.75	12/12/2022	101-32-4321-0000	
9524706340Nov22	952-474-6340-989-CH	120.05	12/12/2022	101-19-4321-0000	
9524707819Nov22	952-470-7819-261-SSCC	123.50	12/12/2022	201-00-4321-0000	New Line
	Check Total:	309.30			
Vendor: 145	CITY OF GREENWOOD			Check Sequence: 11	ACH Enabled: False
2022-StreetImpv	Portion for 2022 Street Improvements	70,788.80	12/12/2022	404-00-4680-0000	
	Check Total:	70,788.80			
Vendor: 846	ALICE MARIE DARLING			Check Sequence: 12	ACH Enabled: True
5YrsAward-2022	5 Years Award-Congratulation	25.00	12/12/2022	101-11-4245-0000	
	Check Total:	25.00			
Vendor: 804	DAVID DROWN ASSOCIATES, INC.			Check Sequence: 13	ACH Enabled: False
00005514	Financial Consulting Svcs-2022A Bonds Series	23,500.00	12/12/2022	404-00-4730-0000	
	Check Total:	23,500.00			
Vendor: 1306	DSM EXCAVATING CO., INC.			Check Sequence: 14	ACH Enabled: False
5750ClubLn	Security Deposit Refund-5750 Club Lane-ROW	2,000.00	12/12/2022	880-00-2200-0000	
	Check Total:	2,000.00			
Vendor: 167	ECM PUBLISHERS INC			Check Sequence: 15	ACH Enabled: True
921902	PH Shorewood Ordinance	57.60	12/12/2022	101-18-4351-0000	
922056	PH Shorewood Ordinance	37.13	12/12/2022	101-18-4351-0000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	94.73			
Vendor: 186	FERGUSON WATERWORKS, LLC. No.2518			Check Sequence: 16	ACH Enabled: False
0504978-1	Water Meters Purchased	329.37	12/12/2022	601-00-4265-0000	
0506116	Water Meters Purchased	3,344.00	12/12/2022	601-00-4265-0000	
	Check Total:	3,673.37			
Vendor: 1060	GENERAL SECURITY SERVICES CORPORATION			Check Sequence: 17	ACH Enabled: True
50011254	City Hall - Monitor	278.85	12/12/2022	101-19-4321-0000	
50011255	SCEC-Monitor	105.00	12/12/2022	201-00-4321-0000	
	Check Total:	383.85			
Vendor: 200	GOPHER STATE ONE CALL			Check Sequence: 18	ACH Enabled: True
2110743	Monthly Rental	41.85	12/12/2022	601-00-4400-0000	
2110743	Monthly Rental	41.85	12/12/2022	611-00-4400-0000	
2110743	Monthly Rental	41.85	12/12/2022	631-00-4400-0000	
	Check Total:	125.55			
Vendor: 861	CHRISTOPHER HEITZ			Check Sequence: 19	ACH Enabled: True
5YrsAward-2022	5 Years Award-Congratulation	25.00	12/12/2022	101-11-4245-0000	
	Check Total:	25.00			
Vendor: 985	HENNEPIN COUNTY ACCOUNTS RECEIVABLE			Check Sequence: 20	ACH Enabled: False
1000195487	REC0001086-View Recorded Documents	12.50	12/12/2022	101-31-4400-0000	RecordEase Payment
	Check Total:	12.50			
Vendor: 418	HENNEPIN COUNTY ELECTIONS			Check Sequence: 21	ACH Enabled: False
2022SHR	Election Postcard Postage	1,356.72	12/12/2022	101-14-4208-0000	
22MainSHR	DS200 Maint	936.00	12/12/2022	101-14-4221-0000	
22MainSHR	OmniBallot Maint	900.00	12/12/2022	101-14-4221-0000	
	Check Total:	3,192.72			
Vendor: 215	HENNEPIN COUNTY INFORMATION TECHNOLOGY DEPARTMENT			Check Sequence: 22	ACH Enabled: True
1000196072	Monthly Radio Fleet & MESB	205.92	12/12/2022	101-32-4321-0000	
	Check Total:	205.92			
Vendor: 896	HUEBSCH SERVICES			Check Sequence: 23	ACH Enabled: True

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
20186045	SCEC - Mats	74.86	12/12/2022	201-00-4400-0000	
20189153	City Hall - Mats	202.73	12/12/2022	101-19-4400-0000	
	Check Total:	277.59			
Vendor: 243	KLM ENGINEERING, INC.			Check Sequence: 24	ACH Enabled: False
9301	Single Pedestal Smithtown Tower-T-Mobile-Pro	1,500.00	12/12/2022	880-00-2200-0000	
	Check Total:	1,500.00			
Vendor: 1234	JENNIFER LABADIE			Check Sequence: 25	ACH Enabled: False
June-2022	June-2022-Conference-Duluth	204.76	12/12/2022	101-11-4331-0000	
	Check Total:	204.76			
Vendor: 531	LEAGUE OF MINNESOTA CITIES			Check Sequence: 26	ACH Enabled: False
2023-ArcticFever-Liq	01/20/23-01/21/23-Liquor License for Arctic Fev	250.00	12/12/2022	101-53-4437-0000	
	Check Total:	250.00			
Vendor: 972	LON THARALDSON PLUMBING & HEATING			Check Sequence: 27	ACH Enabled: False
1085	SCEC-General Services-Kitchen Service	613.93	12/12/2022	201-00-4223-0000	
	Check Total:	613.93			
Vendor: 1307	MAPLE CREST LANDSCAPE			Check Sequence: 28	ACH Enabled: False
GAM-Landscape22	Glen-Amlee-Manitou Landscaping Project 18-08	35,096.00	12/12/2022	407-00-4680-0000	
	Check Total:	35,096.00			
Vendor: 1305	KATIE & ROB MARTIN			Check Sequence: 29	ACH Enabled: False
6080Sierra-2022	Dog Electric Fence Repair Reimbursement-6080	275.00	12/12/2022	416-00-4680-0000	
	Check Total:	275.00			
Vendor: 1039	MID-COUNTY COOP			Check Sequence: 30	ACH Enabled: False
56239	Fuel	1,100.04	12/12/2022	101-32-4212-0000	
	Check Total:	1,100.04			
Vendor: 289	MINGER CONSTRUCTION CO., INC.			Check Sequence: 31	ACH Enabled: False
1884	Repair of Sanitary MH Mtka Blvd	1,533.93	12/12/2022	611-00-4400-0000	
	Check Total:	1,533.93			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 303 Carlson-2022	MINNESOTA SECRETARY OF STATE-NOTARY New Application: Jason Carlson	120.00	12/12/2022	Check Sequence: 32 101-18-4433-0000	ACH Enabled: False
	Check Total:	120.00			
Vendor: 305 00944449-IN	MNSPECT, LLC Inspection Services	467.50	12/12/2022	Check Sequence: 33 101-24-4400-0000	ACH Enabled: False
	Check Total:	467.50			
Vendor: 1286 2022-CellPhone	JEREMY ALAN MOE Cell Phone Reimbursement-Sept thru Dec/2022	120.00	12/12/2022	Check Sequence: 34 101-32-4321-0000	ACH Enabled: True
	Check Total:	120.00			
Vendor: 313 November-2022	MICHELLE THU-THAO NGUYEN Mileage Reimbursement	103.70	12/12/2022	Check Sequence: 35 101-15-4331-0000	ACH Enabled: True
	Check Total:	103.70			
Vendor: 325 1448776 1448777 1448778 1448779 1448780 1453795	ON SITE SANITATION -TWIN CITIES Cathcart Park-26655 W- 62nd St Freeman Park-6000 Eureka Rd Silverwood Pk-5755 Covington R South Shore-5355 St Albans Bay Christmas Lk Rd-5625 Merry Ln Freeman Park-6000 Eureka Rd	78.38 427.50 78.38 78.38 273.13 59.38	12/12/2022 12/12/2022 12/12/2022 12/12/2022 12/12/2022 12/12/2022	Check Sequence: 36 101-52-4410-0000 101-52-4410-0000 101-52-4410-0000 101-52-4410-0000 101-52-4410-0000 101-52-4410-0000	ACH Enabled: True
	Check Total:	995.15			
Vendor: 1285 2022-CellPhone	TODD ANTHONY RODEN Cell Phone Reimbursement-Oct thru Dec/2022	90.00	12/12/2022	Check Sequence: 37 101-32-4321-0000	ACH Enabled: True
	Check Total:	90.00			
Vendor: 1063 4941Rustic-2022	RYAN LaPOINTE Security Deposit Refund-4941 Rustic Way-ROW	2,000.00	12/12/2022	Check Sequence: 38 880-00-2200-0000	ACH Enabled: False
	Check Total:	2,000.00			
Vendor: 1176 PV#1-2022CB&C	SCHNEIDER EXCAVATING & GRADING, INC. PV#1-Catchbasin & Culvert Repairs-2022	63,433.12	12/12/2022	Check Sequence: 39 631-00-4303-0000	ACH Enabled: False
	Check Total:	63,433.12			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 355	SHRED-N-GO INC			Check Sequence: 40	ACH Enabled: False
143592	Shredded Svc	64.08	12/12/2022	101-13-4400-0000	
	Check Total:	64.08			
Vendor: 1248	EDWARD J. SHUKLE, Jr.			Check Sequence: 41	ACH Enabled: True
12-07-2022	Interim City Administrator Svc: 11/23/22 through	3,600.00	12/12/2022	101-13-4400-0000	
	Check Total:	3,600.00			
Vendor: 360	SOUTH LAKE MINNETONKA POLICE DEPARTMENT			Check Sequence: 42	ACH Enabled: False
October-2022-HCPF	Monthly-Henn Cty Process Fee	37.50	12/12/2022	101-21-4400-0000	
	Check Total:	37.50			
Vendor: 1181	SPLIT ROCK MANAGEMENT, INC.			Check Sequence: 43	ACH Enabled: True
86228	Custodial Service-CH Building	487.00	12/12/2022	101-19-4400-0000	
86229	Custodial Service-PWs Building	342.00	12/12/2022	101-32-4400-0000	
	Check Total:	829.00			
Vendor: 821	SANDRA LEE THONE			Check Sequence: 44	ACH Enabled: True
5YrsAward-2022	5 Years Award-congratulation	25.00	12/12/2022	101-11-4245-0000	
Nov-Dec-2022-Ce	Reimbursement Nov thru Dec - Cell Phone	60.00	12/12/2022	101-13-4321-0000	
Oct-Nov-2022-Mi	Reimbursement-Oct thru Nov - Mileages	128.13	12/12/2022	101-13-4331-0000	
	Check Total:	213.13			
Vendor: 782	TRENCHERS PLUS, INC.			Check Sequence: 45	ACH Enabled: False
ET25346	Heavy Duty Power Angle Broom	9,245.00	12/12/2022	403-00-4640-0000	
	Check Total:	9,245.00			
Vendor: 1083	UNIFIRST CORPORATION			Check Sequence: 46	ACH Enabled: True
Nov-2022-Act#15628:	Account#1562857 - Uniforms Services	1,551.42	12/12/2022	101-32-4400-0000	
	Check Total:	1,551.42			
Vendor: 1304	UTILITY LOGIC, LLC			Check Sequence: 47	ACH Enabled: False
13729	Vivax-Metrotech-Utility Locator	5,202.00	12/12/2022	611-00-4640-0000	
13730	Vivax-Metrotech-Utility Locator	245.39	12/12/2022	611-00-4640-0000	
13731	Vivax-Metrotech-Utility Locator	309.53	12/12/2022	611-00-4640-0000	
13738	Vivax-Metrotech-Utility Locator	889.00	12/12/2022	611-00-4640-0000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Check Total:		6,645.92			
Vendor: 408	WM MUELLER & SONS INC			Check Sequence: 48	ACH Enabled: True
283368	Deicing	185.74	12/12/2022	101-33-4245-0000	
283411	Deicing	851.32	12/12/2022	101-33-4245-0000	
283470	Deicing	1,102.44	12/12/2022	101-33-4245-0000	
Check Total:		2,139.50			
Vendor: 411	XCEL ENERGY, INC.			Check Sequence: 49	ACH Enabled: True
803378397	C.H. Svcs	2.27	12/12/2022	101-19-4380-0000	C.H. Svcs
803378397	P.W. Street Lights Svc	2,046.33	12/12/2022	101-32-4399-0000	P.W. Street Lights Svc
803378397	Parks	103.67	12/12/2022	101-52-4380-0000	Parks
805360598	C.H. Svcs	639.83	12/12/2022	101-19-4380-0000	C.H. Svcs
805360598	P.W. Bldg Svc	581.19	12/12/2022	101-32-4380-0000	P.W. Bldg Svc
805360598	P.W. Street Lights Svc	3,584.27	12/12/2022	101-32-4399-0000	P.W. Street Lights Svc
805360598	Parks	515.78	12/12/2022	101-52-4380-0000	Parks
805360598	Amesbury	913.49	12/12/2022	601-00-4394-0000	Amesbury
805360598	Boulder Bridge	48.21	12/12/2022	601-00-4396-0000	Boulder Bridge
805360598	S.E. Area Svc	2,453.64	12/12/2022	601-00-4398-0000	S.E. Area Svc
805360598	Lift Station Street Lights	692.21	12/12/2022	611-00-4380-0000	L.S. Street Lights
805395584	5735 Country Club Rd	831.42	12/12/2022	201-00-4380-0000	5735 Country Club Rd
805428747	24253 Smithtown Rd	1,490.02	12/12/2022	601-00-4395-0000	24253 Smithtown Rd
805445083	5755 Country Club Rd	178.40	12/12/2022	101-19-4380-0000	5755 Country Club Rd
805813930	28125 Boulder Bridge Drive	311.54	12/12/2022	601-00-4396-0000	28125 Boulder Bridge Drive
805824384	4931 Shady Isalnd Road	23.69	12/12/2022	611-00-4380-0000	4931 Shady Isalnd Road
806011778	5700 County Rd 19	48.71	12/12/2022	101-32-4399-0000	5700 County Rd 19
806011778	5700 County Rd 19 - Unit Light	320.94	12/12/2022	101-32-4399-0000	5700 County Rd 19 - Unit Light
Check Total:		14,785.61			
Vendor: 414	ZIEGLER INC			Check Sequence: 50	ACH Enabled: True
IN000782482	Cutting Edges Plow & Hardward	451.87	12/12/2022	101-33-4245-0000	
Check Total:		451.87			
Total for Check Run:		390,395.66			
Total of Number of Checks:		50			



City of Shorewood Council Meeting Item

Title/Subject: Resolution Setting 2023 Regular Meeting Schedule
Meeting Date: Monday, December 12, 2022
Prepared by: Sandie Thone, City Clerk/HR Director
Reviewed by: Ed Shukle, Interim City Administrator
Attachments: Resolution and Schedule of Meetings

2D

MEETING
TYPE
Regular Meeting

Policy Consideration: Pursuant to Minnesota State Statute §13D.04 the city council is required to provide the regular meeting schedule on file at city offices. In addition, the statute specifically requires that should an alternate date be chosen for a regular meeting other than one on the annual schedule, that the city follow the notification requirements for a special meeting which includes posting the date, time, place and purpose of the meeting on the official posting board at City Hall.

Background: Regular city council meetings which could include council work sessions prior to the regular meeting for the year 2023 will be held on the second and fourth Mondays of each month in the City Council Chambers located at 5755 Country Club Road in Shorewood, MN or via electronic format as allowed. Should the meeting fall on a holiday and an alternate date is chosen for the meeting in lieu of opting out of the meeting date, the process and requirements for calling a special meeting will be followed. I have included a Schedule of the proposed 2023 regular meetings. One regular meeting falls on a Federal Holiday: Columbus Day. Pursuant to Minnesota State Statute 645.44, Subdivision 5, no public business may be transacted including public meetings on a Federal Holiday, with the exception of emergencies. Please note on the schedule that I have moved the regularly scheduled city council meeting that lands on a Federal Holiday to the following Tuesday as has been the practice the past five years. The Truth-In-Taxation meeting will be held on the second Monday in December along with our regularly scheduled city council meeting on that date. The second meeting in December falls on Christmas Day and has been cancelled.

Action Requested: Staff respectfully recommends the city council approve the Resolution Setting the 2023 Regular City Council Meeting Schedule.

Motion, second and simple majority vote required.

Connection to Vision/Mission: Consistency in providing residents quality public services, a healthy environment, a variety of attractive amenities, a sustainable tax base, and sound financial management through effective, efficient, and visionary leadership.

Mission Statement: *The City of Shorewood is committed to providing residents quality public services, a healthy environment, a variety of attractive amenities, a sustainable tax base, and sound financial management through effective, efficient, and visionary leadership.*

Page 1

2023 City of Shorewood City Council Regular Meeting Schedule

Monday, January 9	Monday, January 23
Monday, February 13	Monday, February 27
Monday, March 13	Monday, March 27
Monday, April 10	Monday, April 24
Monday, May 8	Monday, May 22
Monday, June 12	Monday, June 26
Monday, July 10	Monday, July 24
Monday, August 14	Monday, August 28
Monday, September 11	Monday, September 25
Tuesday, October 10*	Monday, October 23
Monday, November 13	Monday, November 27
Monday, December 11 (TIT)	2 nd Meeting Cancelled

*changed from Monday to Tuesday to accommodate Federal Holiday

**CITY OF SHOREWOOD
COUNTY OF HENNEPIN
STATE OF MINNESOTA**

RESOLUTION 22-126

**A RESOLUTION SETTING THE 2023 REGULAR CITY COUNCIL
MEETING SCHEDULE FOR THE CITY OF SHOREWOOD**

WHEREAS, Minnesota Statute §13D.04, Subdivision 1 requires a schedule of the regular meetings of the City Council be kept on file at its primary offices; and

WHEREAS, Minnesota Statute §13D.04, Subdivision 2 requires that should a Regular City Council meeting fall on a holiday and an alternate date must be scheduled, the City Council will give sufficient notice as regulated in the special meeting statute by posting a written notice on the principal bulletin board of the public body of the date, time, place, and purpose of the meeting.

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

For the Year 2023, the Regular City Council meetings which could include council work sessions prior to the regular city council meeting will be scheduled on the 2nd and 4th Mondays of each month and shall be held in the Council Chambers of the Shorewood City Hall located at 5755 Country Club Road, Shorewood, MN or an alternate electronic meeting as allowed. In the event that a Federal Holiday falls on a Monday the Regular City Council meeting will be held on the following Tuesday. The annual Truth in Taxation meeting has been added to the regularly scheduled meeting on the second Monday in December. The second meeting in December has been cancelled due to the Christmas holiday. Any changes or alterations to this schedule will require notice and posting of an alternate date for the meeting.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD this 12th day of December 2022.

Jennifer Labadie, Mayor

ATTEST:

Sandie Thone, City Clerk



City of Shorewood Council Meeting Item

Title/Subject: Approve Appointment of Matthew Morreim as Public Works Director
Meeting Date: Monday, December 12, 2022
Prepared by: Ed Shukle, Interim City Administrator
Reviewed by: Sandie Thone, City Clerk/HR Director
Attachments: Employment Offer Letter

2E

MEETING
TYPE
Regular
Meeting

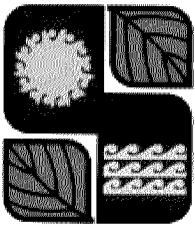
Background: With the resignation of Larry Brown as Public Works Director, the City Council authorized staff to post the position and take applications from qualified candidates. Three (3) applications were received. Staff interviewed 3 candidates and recommended two (2) candidates to be interviewed by the City Council. Those interviews took place on November 28 in person and virtually. Matthew Morreim was the Council's choice and they directed staff to extend an offer of employment to Mr. Morreim. After some negotiation, Mr. Morreim has accepted the city's offer of employment. Attached is a copy of the offer letter which Mr. Morreim has accepted. The offer is conditional based upon successful completion of background, reference check and leadership assessment. Mr. Morreim has agreed to begin employment on Monday, January 9, 2023.

Financial Considerations: Position is budgeted for in the Public Works Department budget.

Action Requested: Staff respectfully recommends the city council approve the appointment of Matthew Morreim as Public Works Director.
Motion, second and ...(Simple Majority, Majority or Two-Thirds) vote required.

Connection to Vision/Mission: Consistency in providing residents quality public services, a healthy environment, a variety of attractive amenities, a sustainable tax base, and sound financial management through effective, efficient, and visionary leadership.

Mission Statement: *The City of Shorewood is committed to providing residents quality public services, a healthy environment, a variety of attractive amenities, a sustainable tax base, and sound financial management through effective, efficient, and visionary leadership.*



CITY OF
SHOREWOOD

5755 COUNTRY CLUB ROAD, SHOREWOOD, MINNESOTA 55331 • 952.960.7900

• www.ci.shorewood.mn.us • cityhall@ci.shorewood.mn.us

December 1, 2022

Transmitted Via Email

To:

1 of 2 pages

Mr. Matthew Morreim

Dear Matt:

Please consider this letter a conditional offer of employment as Public Works Director for the City of Shorewood. Please find the terms of the offer below:

1. Starting annual salary of \$141,000. This amount includes the 2023 cost of living adjustment of 3%. Please understand that this is the top of the range for this pay grade.
2. Six-month probationary appointment with performance review at the end of six months to be conducted by the City Administrator. Upon completion of your probationary period of 6 months, the City Council will approve you as permanent in this position.
3. All other benefits governed by the city personnel policy. Position is eligible for health, dental, life, short/long term disability insurance, and Public Employee Retirement Association (PERA) benefits. City presently contributes \$1,380 per month towards those premiums. In addition, you would receive sick and vacation leave on the same schedule as all other employees. Based upon the information you provided over the phone yesterday, November 30, 2022, health insurance costs for you and your family totals \$1,566.95 per month. Family dental insurance is \$121.46 per month. The Short-Term Disability insurance, Long-Term Disability insurance and Basic Life Insurance (\$100,000 term life) policies, will cost approximately \$100.00 per month. Thus, the estimated cost of benefits is \$1,790 per month. The City's contribution is \$1,380 per month. In summary, your monthly contribution is \$410.00 per month or \$190.00 per pay period.
4. Effective upon your first day of employment, the City will provide you with Vacation Leave Accrual as if you were beginning your 10th year of employment at a rate of 6.153 hours per pay period worked or 20 days maximum per year (already banked on your first date of employment).
5. Effective upon your first day of employment, you would be credited with three (3) days of accrued sick leave (already banked on your first day of employment). In addition, you will accrue sick leave at a rate of one (1) day per month in accordance with the City's personnel policies.
6. The city will provide you with mileage reimbursement for miles driven related to City of Shorewood business within the City of Shorewood and surrounding areas at the current Internal Revenue Service (IRS) rate.
7. The city will either provide you with a city issued cell phone to be used only for city related business or will provide a monthly cell phone reimbursement (see Sandie Thone, City Clerk/HR Director regarding this item).

This offer is conditional on the city receiving a favorable background check, a pre-employment leadership assessment by the City's consulting HR firm and approval by the Shorewood City Council.

As you know, the current Director of Public Works, Larry Brown, is retiring from the City of Shorewood on December 28, 2022. Understanding that you may not be able to begin employment with the City of Shorewood until after that date, if you can arrange to begin soon as possible after that date, that would be wonderful!

If you have any questions, please contact me at 952-960-7905 (office), 612-269-7015 (cell) or email at eshukle@ci.shorewood.mn.us We look forward to you joining our staff.

Sincerely,

Edward J. Shukle, Jr.

Edward J. Shukle, Jr.
Interim Shorewood City Administrator

Cc: Sandie Thone, City Clerk/HR Director



City of Shorewood Council Meeting Item

Title/Subject: Resolution Accepting Donations to Arctic Fever Event
Meeting Date: Monday, December 12, 2022
Prepared by: Janelle Crossfield, Park/Rec Director
Reviewed by: Brenda Pricco, Deputy Clerk
Attachments: Resolution 22-127

2F

MEETING
TYPE
Regular
Meeting

Policy Consideration: Pursuant to Minnesota State Statutes sections §465.03 and §471.17 all donations or gifts of real and personal property, including donations for the benefit of public recreational services, must be accepted by the city council.

Background: The following persons or entities have offered to contribute the cash amounts set forth below, for the purpose of the 2023 Arctic Fever Event being held on January 20 and January 21, 2023:

<u>Name of Donor</u>	<u>Amount</u>
Lucky's Station	\$276.06

Financial Considerations: This donation will help to cover expenses incurred for the 2023 Arctic Fever Event.

Action Requested: Staff respectfully recommends the city council approve the Resolution Accepting Donations as Delineated in the Resolution to the 2023 Arctic Fever Event and direct staff to send a thank you note to all donors.
Motion, second and two-thirds majority vote required.

Connection to Vision/Mission: Consistency in providing residents quality public services, a healthy environment, a variety of attractive amenities, a sustainable tax base, and sound financial management through effective, efficient, and visionary leadership.

**CITY OF SHOREWOOD
COUNTY OF HENNEPIN
STATE OF MINNESOTA**

RESOLUTION 22-127

**A RESOLUTION ACCEPTING DONATIONS TO THE
CITY OF SHOREWOOD 2023 ARCTIC FEVER EVENT**

WHEREAS, the City of Shorewood is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts and is authorized to accept gifts for the benefit of their public recreational services pursuant to Minnesota Statutes section 471.17; and

WHEREAS, the following persons and entities have offered to contribute a donation as set forth below to the city:

<u>Name of Donor</u>	<u>Amount</u>
Lucky's Station	\$276.06

WHEREAS, the terms or conditions of the donations are to be used for the 2023 Arctic Fever Event; and

WHEREAS, all such donations have been contributed to the city for the benefit of its citizens, as allowed by law; and

WHEREAS, the City Council finds that it is appropriate to accept the donation offered.

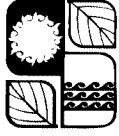
NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD, MINNESOTA AS FOLLOWS:

1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Passed by the City Council of Shorewood, Minnesota this 12th day of December, 2022.

Jennifer Labadie, Mayor

Sandie Thone, City Clerk



City of Shorewood Council Meeting Item

Title/Subject: Programmatic Maintenance Agreement w/ Minnehaha Creek Watershed District
Meeting Date: Monday December 12, 2022
Prepared by: Andrew Budde, City Engineer
Reviewed by: Larry Brown, Director of Public Works
Attachments: Agreement, Resolution

Background: The Minnehaha Creek Watershed District has jurisdictional authority over a large portion of the City of Shorewood, per Minnesota Statutes § 103D.345. Under the Stormwater Management Rule, certain land development activity triggers the requirement for the city to record a declaration establishing the perpetual obligation to inspect and maintain stormwater-management facilities and wetland buffers. These facilities include storm water retention ponds, infiltration basins, rain gardens, vegetative swales, structural storm water, and other best management practices put in place to treat stormwater runoff. To improve the efficiency and expectations for each party, the staff from the City of Shorewood and Minnehaha Creek Watershed District believe it is in the best interest of both parties to enter into a programmatic maintenance agreement that establishes the roles and responsibilities to effectively manage and maintain stormwater management facilities and wetland buffers.

Financial Considerations: None.

Recommendation/Action Requested: Staff recommends the city council approve the resolution to approve and enter into the Programmatic Maintenance Agreement with the Minnehaha Creek Watershed District for Stormwater Management Facilities and Wetland Buffers.

PROGRAMMATIC MAINTENANCE AGREEMENT
Stormwater Management Facilities and Wetland Buffers Between the Minnehaha Creek
Watershed District and the City of Shorewood

This programmatic maintenance agreement is made by and between the Minnehaha Creek Watershed District, a watershed district with purposes and powers set forth at Minnesota Statutes chapters 103B and 103D (MCWD), and the City of Shorewood, a Minnesota municipal corporation and political subdivision of the State of Minnesota (CITY).

Recitals and Statement of Purpose

WHEREAS pursuant to Minnesota Statutes § 103D.345, the MCWD has adopted and implements the Stormwater Management Rule, and Wetland Protection Rule;

WHEREAS under the Stormwater Management Rule, certain land development activity triggers the requirement that the landowner record a declaration establishing the landowner's perpetual obligation to inspect and maintain stormwater-management facilities;

WHEREAS under the Wetland Protection Rule, certain land development activity triggers the requirement that the landowner record a declaration establishing the landowner's perpetual obligation to protect undisturbed buffer adjacent to wetland;

WHEREAS in each case, a public landowner, as an alternative to a recorded instrument, may meet the maintenance requirement by documenting its obligations in an unrecorded written agreement with the MCWD;

WHEREAS CITY from time to time is subject to stormwater management and wetland buffer maintenance requirements pursuant to the terms of an MCWD permit;

WHEREAS CITY must implement an operations and maintenance program that prevents or reduces the discharge of pollutants from City-owned and operated facilities and operations per the City's authorization to discharge stormwater associated with small municipal separate storm sewer systems under the National Pollutant Discharge Elimination System (NPDES) / State Disposal System (SDS) program (Permit MNR040000) as administered by the Minnesota Pollution Control Agency (MPCA); and

WHEREAS the parties concur that it is clearer and procedurally more efficient for the MCWD and CITY to agree at this time on standard requirements for stormwater management and wetland buffer protection so that this agreement may be incorporated into future permits as applicable.

THEREFORE, MCWD and CITY agree as follows:

1. **WETLAND BUFFER AREAS.** CITY, at its cost, will maintain buffer areas in accordance with the following:
 - a. Buffer vegetation will not be cultivated, cropped, pastured, mowed, fertilized, subject to the placement of mulch or yard waste, or otherwise disturbed, except for periodic cutting or burning that promotes the health of the buffer, actions to address disease or invasive species, mowing for purposes of public safety, temporary disturbance for placement or repair of buried utilities. Pesticides and

herbicides may be used in accordance with Minnesota Department of Agriculture rules and guidelines. No new structure or hard surface will be placed within a buffer, except that construction of a trail or path of no more than 4 feet in width to provide riparian access through the buffer is acceptable. No fill, debris or other material will be excavated from or placed within a buffer.

- b. Permanent wetland buffer monuments or markers will be maintained in the locations shown on the approved site plan for any applicable project. Monument or marker language will indicate the purpose of the buffer, restrictions and the name and phone number of the Minnehaha Creek Watershed District.

2. **STORMWATER FACILITIES.** CITY, at its cost, will maintain stormwater facilities in accordance with the following:

- a. **Stormwater retention and treatment basin(s).** Stormwater retention and treatment basin(s) must be inspected visually at least once a year to determine if the basin's retention and treatment characteristics are adequate and continue to perform per design. Culverts and outfall structures must be inspected at least annually and kept clear of any obstructions or sediment accumulation. Sediment accumulation in stormwater retention and treatment basins will be measured between 15 years and 20 years of the systems operation. A storage treatment basin will be considered inadequate if sediment has decreased the wet storage volume by 50 percent of its original design volume. Based on this inspection, if the stormwater basin(s) is identified for sediment cleanout, the basin(s) will be restored to its original design contours and vegetation in disturbed areas restored within three years of the inspection date.
- b. **Raingardens, infiltration basins and filtration basins.** Raingardens, infiltration basins and filtration basins will be inspected visually at least once a year to ensure continued live storage capacity at or above the design volume. Invasive vegetation, excess sediment and debris will be removed as needed and healthy plant growth will be maintained to ensure that the facilities continue to perform per design.
- c. **Iron-enhanced sand filters.** Iron-enhanced sand media must be inspected every three years to determine if the iron's binding capacity has been reached. The phosphorus binding capacity of the iron-sand bed is exhausted and must be replaced to the original specifications when the total-phosphorus-to-total-iron ratio exceeds 5 milligrams of phosphorus per 1 gram of elemental iron or when the total phosphorus at the outlet of the iron-sand filter consistently exceeds 60 to 70 micrograms per liter.
- d. **Vegetated swales.** Vegetated swales may be mowed for public safety, but otherwise must remain free from vegetative disturbance, fertilizer application, yard or other waste disposal, the placement of structures unless approved within the permit, or any other alteration that impedes function.
- e. **Pervious pavement and permeable pavers.** Pervious pavement or pavers will be inspected at least one per year after a major storm event and otherwise annually to ensure continuing performance per design. Surface openings will be vacuumed at least annually at the end of winter in dry weather to remove dry, encrusted sediment as necessary. Broken units that impair the structural integrity of the surface will be replaced. If water

stands for an extended period of time, the base materials will be removed and replaced.

- f. **Underground storage facilities.** Underground storage facilities will be inspected at least annually to ensure continuing performance per design. Capacity will be considered inadequate if sediment has decreased the storage volume by 50 percent of the original design volume. Accumulated debris and sediment will be removed, and inlet and outlet structures will be kept clear of any flow impediments.
 - g. **Grit chambers, sump catch basins and sump manholes.** Grit chambers, sump catch basins and sump manholes will be inspected annually. All sediment and debris will be removed as needed such that the stormwater facilities operate as designed and permitted. During annual inspection the approximate depth of material that is accumulated in the structures during cleanout will be measured and reported to the District.
 - h. **Reuse systems.** Runoff-management systems relying on capture and reuse of stormwater (e.g., for irrigation) must be operated and maintained in accordance with terms of permit approval and the manufacturer's or installer's specifications for any proprietary equipment.
 - i. **Proprietary stormwater facilities.** Proprietary stormwater facilities will be inspected at least annually and maintained as specified or recommended by the manufacturer and/or installer. Current manufacturer's and/or installer's maintenance specification must be maintained on file at both the MCWD office and appropriate CITY office.
 - j. **Reporting.** The Declarant will submit to the MCWD annually a brief written report that describes stormwater facility maintenance activities performed under this agreement, including dates, locations of inspections and the maintenance activities performed.
- 3. Any MCWD permit may contain additional maintenance conditions specific to a project in accordance with MCWD rules, as they may be amended from time to time.
- 4. If CITY conveys into private ownership a fee interest in any property that has become subject to this agreement, it must require as a condition of sale, and enforce: (a) that the purchaser record a declaration on the property incorporating the maintenance requirements of this agreement; and (b) that recordation occur either before any other encumbrance is recorded on the property or, if after, only as accompanied by a subordination and consent executed by the encumbrance holder ensuring that the declaration will run with the land in perpetuity. If CITY conveys into public ownership a fee interest in any property that has become subject to this agreement, it must require as a condition of the purchase and sale agreement that the purchaser accept an assignment of all obligations vested under this agreement.
- 5. CITY may enter into contracts with third parties for the performance of its responsibilities under this agreement. CITY may assign its responsibilities to another governmental unit, with prior or concurrent written notice to MCWD. Such agreements notwithstanding, CITY will remain liable to MCWD for compliance with the terms and requirements of any permit that explicitly applies this agreement.
- 6. This agreement may only be amended by a writing signed by the parties.

7. This agreement is in force for five years from the date on which it has been fully executed and, and unless terminated by a party, will renew automatically for five year terms. Either party may terminate the agreement on 30 days' written notice to the other. Any obligations vested in CITY through incorporation into an issued permit before the effective date of termination will survive expiration.
8. The recitals above are incorporated into and made a part of this agreement.
9. The individuals below by their execution represent that they have the authority to enter into this agreement on behalf of the respective parties and to bind the parties to the terms herein.

IN WITNESS WHEREOF, the parties hereto have executed this agreement.

MINNEHAHA CREEK WATERSHED DISTRICT

By _____ Date:
President, Board of Managers

APPROVED AS TO FORM and EXECUTION

By _____ Date:
Its Attorney

CITY OF CITY

By: _____ Date:
Its Mayor

By: _____ Date:
Its Administrator

APPROVED AS TO FORM and EXECUTION

By: _____ Date:
City Attorney

**CITY OF SHOREWOOD
COUNTY OF HENNEPIN
STATE OF MINNESOTA**

RESOLUTION 22-128

**A RESOLUTION TO APPROVE PROGRAMMATIC MAINTENANCE AGREEMENT
WITH MINNEHAHA CREEK WATERSHED DISTRICT**

WHEREAS, pursuant to Minnesota Statutes § 103D.345, the Minnehaha Creek Watershed District (MCWD) has adopted and implements the Stormwater Management Rule, and Wetland Protection Rule; and

WHEREAS, under the Stormwater Management Rule, certain land development activity triggers the requirement that the landowner record a declaration establishing the landowner's perpetual obligation to inspect and maintain stormwater-management facilities; and

WHEREAS, in each case, a public landowner, as an alternative to a recorded instrument, may meet the maintenance requirement by documenting its obligations in an unrecorded written agreement with the MCWD;

WHEREAS, Shorewood maintains a Capital Improvement Plan that includes projects that occasionally is subject to stormwater management and wetland buffer maintenance requirements, pursuant to the terms of an MCWD permit;

WHEREAS, Shorewood must implement an operations and maintenance program that prevents or reduces the discharge of pollutants from City-owned and operated facilities and operations per the City's authorization to discharge stormwater associated with small Municipal Separate Storm Sewer Systems (MS4) under the National Pollutant Discharge Elimination System (NPDES) / State Disposal System (SDS) program (Permit MNR040000) as administered by the Minnesota Pollution Control Agency (MPCA); and

WHEREAS, the Shorewood and the MCWD concur that it is clearer and procedurally more efficient for the MCWD and Shorewood to agree at this time on standard requirements for stormwater management and wetland buffer protection so that this agreement may be incorporated into future permits as applicable; and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD, MINNESOTA AS FOLLOWS:

The City of Shorewood hereby approves the Programmatic Maintenance Agreement for Stormwater Management and Wetland Protection with the Minnehaha Creek Watershed District.

IT IS FURTHER RESOLVED that the Mayor and the City Administrator are authorized to execute the Agreement.

Passed by the City Council of Shorewood, Minnesota this 12th day of December 2022.

Jennifer Labadie, Mayor

Attest:

Sandie Thone, City Clerk



City of Shorewood Council Meeting Item

2H

Title/Subject: Temporary On-Sale Liquor License for Arctic Fever Event
Meeting Date: Monday, December 12, 2022
Prepared by: Brenda Pricco, Deputy City Clerk
Reviewed by: Miechelle Norman, Administrative Assistant
Attachments: Resolution 22-129

MEETING TYPE
Regular Meeting

Policy Consideration: Shorewood City Code, Chapter 401 provides that no person may directly or indirectly, on any pretense or by any device, sell, barter, keep for sale, charge for possession, or otherwise dispose of alcoholic beverages as part of a commercial transaction without having obtained the required license or permit.

Temporary On-Sale Liquor License for Arctic Fever Community Event for Excelsior Brewing:

The MN Department of Public Safety, Alcohol and Gambling Division (AGE) allows for the Permit of a 1-4 day Temporary On-Sale Liquor License for specific organizations including small brewers in conjunction with a community festival pursuant to MN Statute §340A.404, Subd.4.

Background:

The following establishment is requesting council consideration in issuing a temporary liquor license for the City's Arctic Fever event being held on January 20, 2023 from 5:30 p.m. to 7:30 p.m. at the Shorewood Community and Event Center located at 5735 Country Club Road, Shorewood, MN 55331:

<u>Applicant</u>	<u>Address</u>	<u>License</u>
<i>Excelsior Brewing</i>	<i>421 Third Street</i>	<i>Temporary On-Sale Liquor License</i>
<i>Randy Howe, Vice President</i>	<i>Excelsior, MN 55331</i>	

Excelsior Brewing is donating the beer for sampling at the community festival; Arctic Fever, pursuant to the EBC donation qualifications. The beer samples will be provided at no charge to the public. Temporary Liquor License fees pursuant to the City's Master Fee Schedule are \$25 per license although the council has the authority to waive this fee for non-profits and community events as they see appropriate. Staff is asking that council waive the fee of \$25 and approve the permit at no-charge to the applicants as this is a free community event put on by the City of Shorewood.

In addition, it is required to have liquor liability insurance for the event when alcohol will be served, which the City has obtained from the League of MN Cities Insurance Trust (LMCIT).

Financial or Budget Considerations:

Cost of the Liquor Liability Insurance with LMCIT is \$250.00 for this event only.

Recommendation/Action Requested:

Staff respectfully recommends the city council approve ***Resolution 22-129 Approving a Temporary On-Sale Liquor License effective upon the State of Minnesota, Department of Public Safety, Alcohol and Gambling Enforcement approval for Excelsior Brewing located at 1421 Third Street in Excelsior for the Arctic Fever event at Shorewood Community and Event Center on January 20, 2023 and waive the permit fee.*** Motion, second, and simple majority vote required.

Connection to Vision /Mission:

Consistency in providing the community with quality public services and a variety of attractive amenities.

Mission Statement: The City of Shorewood is committed to providing residents quality public services, a healthy environment, a variety of attractive amenities, a sustainable tax base, and sound financial management through effective, efficient, and visionary leadership.

CITY OF SHOREWOOD
COUNTY OF HENNEPIN
STATE OF MINNESOTA

RESOLUTION 22-129

**A RESOLUTION APPROVING A TEMPORARY ON-SALE LIQUOR LICENSE FOR
EXCELSIOR BREWING IN CONJUNCTION WITH ARCTIC FEVER**

WHEREAS, Shorewood City Code, Chapter 401 provides that no person may directly or indirectly, on any pretense or by any device, sell, barter, keep for sale, charge for possession, or otherwise dispose of alcoholic beverages as part of a commercial transaction without having obtained the required license or permit; and

WHEREAS, in addition to the requirements set forth by the Minnesota Department of Public Safety, Alcohol and Gambling Enforcement Division, Shorewood City Code provides that the applicant shall complete an application for a temporary on-sale liquor license in conjunction with a community festival and fulfill insurance coverage requirements; and

WHEREAS, the following applicant successfully completed the application process, satisfying the requirements as delineated above for the issuance of a temporary on-sale liquor license issued for the period of January 20, 2023 to January 21, 2023.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Shorewood, the following license issued to the applicant as follows is approved:

<u>Applicant</u>	<u>Address</u>	<u>License</u>
Excelsior Brewing Randy Howe, Vice President	421 Third Street Excelsior, MN 55331	Temporary On-Sale

ADOPTED BY THE CITY COUNCIL of the City of Shorewood this 12th day of December 2022.

Jennifer Labadie, Mayor

Sandie Thone, City Clerk



City of Shorewood Council Meeting Item

#21

MEETING TYPE
Regular Meeting

MEMORANDUM

TO: City Council

FROM: Matt Bauman, Assistant City Engineer

MEETING DATE: December 12, 2022

RE: Text Amendments for City Code to MS4 Permit Requirements

ATTACHMENTS: Planning Commission Memo for 12 06 2022 Meeting
Correspondence Received
Ordinance 596
Ordinance 597
Resolution for Summary publication for Ordinance 596
Resolution for Summary publication for Ordinance 597

Background: As part of the updated requirements for the Municipal Separate Storm Sewer System (MS4) General Permit to discharge stormwater, staff propose several code amendments to Chapter 907 (Illicit Discharge into Stormwater System) and 1201 (Zoning Regulations).

Amendments to chapter 1201 requires planning commission review and a public hearing, which occurred on December 6, 2022. Notice of the public hearing was published in the city's official newspapers at least 10 days prior to the hearing. The 1201 amendments include adding regulatory authority definitions to all agencies with jurisdiction over stormwater pollution prevention. At their meeting, the Planning Commission recommended approval subject to a change that clarifies that only one watershed regulations would apply to a project. That change is included in ordinance 596.

The proposed chapter 907 amendments add definitions for clarity, expand on prohibited discharges, dumping, notification of spills, enforcement, appeals and remedies. Amendments also include addition of a monitoring of discharges section.

These amendments are required to comply with the updated MS4 permit administered by the Minnesota Pollution Control Agency (MPCA).

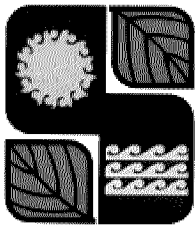
Financial or Budget Considerations: Outside of publication and staff time to draft the ordinance amendments, there is not additional impact to the budget related to the amendment. Staff propose add the fee for appeals to the Master Fee Schedule with the City's annual review.

Mission Statement: *The City of Shorewood is committed to providing residents quality public services, a healthy environment, a variety of attractive amenities, a sustainable tax base, and sound financial management through effective, efficient, and visionary leadership.*

Recommendation/Action Requested: Staff recommends approval of the ordinance amendments.

Action on the ordinances requires a majority vote of the entire council and action on the summary publication resolutions requires a super majority vote (4/5).

Next Steps and Timeline: If the ordinances are adopted, staff would publish the ordinance summaries.



CITY OF
SHOREWOOD

4A

5755 COUNTRY CLUB ROAD, SHOREWOOD, MINNESOTA 55331-8927 • 952.960.7900
www.ci.shorewood.mn.us • cityhall@ci.shorewood.mn.us

MEMORANDUM

TO: Planning Commission, Mayor and City Council

FROM: Matt Bauman, Assistant City Engineer

MEETING DATE: December 6, 2022

RE: **Text Amendments for compliance with Municipal Separate Storm Sewer System (MS4) Permit Requirements**

THE REQUEST:

As part of the updated requirements for Municipal Separate Storm Sewer System (MS4), several code amendments are necessary, including new updated language in the zoning regulations. In addition to the zoning regulation amendments, City Council will also be reviewing required amendments to section 907 that expands on prohibited discharges, dumping, notification of spills, enforcement, appeals and remedies.

The proposed ordinance amendments:

1. Add regulatory authority to all agencies with jurisdiction over stormwater pollution prevention.
2. Complies with the updated MS4 permit requirements.
3. Works in concert with proposed amendments to ordinance 907 – Illicit Discharge into Stormwater System to meet MS4 requirements.

Staff notes there would be no change with how staff reviews developments with the changes to the zoning regulations. The amendments would reflect current practice.

RECOMMENDATION:

Staff recommends the Commission review the ordinance, hold the public hearing, consider the amendments with the public testimony offered and provide a recommendation to the City Council. Staff recommends approval of the ordinance amendments.

PUBLIC NOTICE:

Notice of the public hearing has been published in the city's official newspapers at least 10 days prior to the hearing.

ATTACHMENTS:

Draft Ordinance

Marie Darling

From: Brenda Pricco
Sent: Monday, December 5, 2022 8:17 AM
To: Marie Darling
Subject: FW: Ordinances proposed for Dec 12 city council meeting

Brenda Pricco
Deputy City Clerk
City of Shorewood
952-960-7901
bpricco@ci.shorewood.mn.us

From: tomhayes54@gmail.com <tomhayes54@gmail.com>
Sent: Friday, December 2, 2022 9:13 PM
To: Brenda Pricco <BPricco@ci.shorewood.mn.us>
Subject: RE: Ordinances proposed for Dec 12 city council meeting

It appears I need an attorney to review any of these emails. OK.

I should forward all this "information" to see if I CARE. Seems like a costly dealio.

Cheers,
Tom

From: City of Shorewood <bpricco@ci.shorewood.mn.us>
Sent: Friday, December 2, 2022 3:12 PM
To: tomhayes54@gmail.com
Subject: Ordinances proposed for Dec 12 city council meeting



ORDINANCE 596

CITY OF SHOREWOOD
COUNTY OF HENNEPIN
STATE OF MINNESOTA

AN ORDINANCE APPROVING AN AMENDMENT TO SHOREWOOD CITY CODE CHAPTER
1201 (ZONING AND SUBDIVISION REGULATIONS)

THE CITY COUNCIL OF THE CITY OF SHOREWOOD DOES ORDAIN:

SECTION 1: AMENDMENT. That the Municipal Code of Shorewood, Minnesota, Chapter 1201.03 General Provisions, Subd. 2. c. is hereby amended to add paragraph (6) as follows:

(Text with underline is proposed for insertion)

1201.03 GENERAL PROVISIONS.

Subd. 2. General building and performance requirements.

c. Property development.

(1) Any person desiring to improve property for which a building permit is required shall submit to the Building Official a survey prepared by a registered surveyor of the property showing the location and dimensions of existing and proposed structures, location of easements crossing the property, encroachments and any other information which may be necessary to ensure conformance to city ordinances. The Building Official may waive the requirement of a survey in cases where it is deemed unnecessary or where the location of property boundaries can be verified.

(2) All structures shall be so placed so that they will not obstruct future streets which may be constructed by the city in conformity with existing streets and according to the system and standards employed by the city.

(3) A lot of record existing upon the effective date of this chapter in a residential district which does not meet the requirements of this chapter as to area or width may be utilized for a single-family detached dwelling purpose, provided that:

(a) The lot must be in separate ownership and not of continuous frontage with other lots in the same ownership;

(b) The measurement of the area and width are within 70% of the requirements of this chapter;

(c) Setbacks and yard requirements shall be in conformance with this chapter;

(d) The ratio of the floor area of all structures to lot area shall not exceed 30%.

(4) Except in the case of planned unit development as provided for in § 1201.06 of this chapter, not more than one principal building shall be located on a lot. The city may, by interim conditional use permit, allow a single-family residential dwelling to remain on a lot while a new dwelling is being constructed on the same lot, provided that:

(a) The new dwelling shall conform to the setback requirements of the zoning district in which it is located;

(b) Construction of the new dwelling shall not result in substantially greater site alteration (for example, tree removal or grading) than if the original house is first removed;

(c) The property owner must provide an estimate from a licensed contractor for the cost of removing the original dwelling and restoring the site. From this estimate the city shall require a cash escrow or letter of credit in the amount of 150% of the estimate to ensure that the original dwelling will be removed within two weeks of the date that a certificate of occupancy is issued for the new dwelling. In no instance shall the original home remain on the property longer than two years;

(d) The property owner shall provide the cash escrow or letter of credit referenced in (c) above at the time a building permit is issued for the new dwelling. The new dwelling shall not be occupied until a certificate of occupancy has been issued; and

(e) The request shall be subject to the requirements of § 1201.04 Subd. 4. of this chapter.

(5) On a through lot both street lines shall be front lot lines for the application of the yard and parking regulations of this chapter.

(6) The improvements shall be in compliance with the standards established by the Minnesota Pollution Control Agency's NPDES/SDS Construction Stormwater General Permit MNR100001 (CSW Permit), the MPCA's Small Municipal Separate Storm Sewer Systems General Permit MNR040000 (MS4 Permit), either Minnehaha Creek Watershed District Rules or Riley Purgatory Bluff Creek Watershed District rules as may apply, and the City of Shorewood's Surface Water Management Plan as now constituted and from time to time amended.

SECTION 2: EFFECTIVE DATE. This ordinance shall take effect upon its passage and publication in the City's official newspaper.

Adopted by the City Council of the City of Shorewood, Minnesota this 12th day of December, 2022.

JENNIFER LABADIE, MAYOR

ATTEST:

SANDIE THONE, CITY CLERK

ORDINANCE 597

CITY OF SHOREWOOD
COUNTY OF HENNEPIN
STATE OF MINNESOTA

AN ORDINANCE APPROVING AN AMENDMENT TO SHOREWOOD CITY CODE CHAPTER
907 (ILLICIT DISCHARGE INTO STORMWATER SYSTEM)

THE CITY COUNCIL OF THE CITY OF SHOREWOOD DOES ORDAIN:

SECTION 1: City Code Section 907.02 (DEFINITIONS) is hereby amended by adding the underlined language as follows:

907.02 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

AUTHORIZED ENFORCEMENT AGENCY. The City of Shorewood designated to enforce this chapter.

BEST MANAGEMENT PRACTICES (BMPs). Pollution prevention practices, maintenance procedures, and other management practices to reduce the discharge of pollutants to storm water, receiving waters, or storm water conveyance systems. BMPs also include treatment practices, operating procedures, and practices to control site runoff, spillage or leaks, disposal, or drainage from raw materials storage.

FACILITY OR OPERATION. Means any person, business, or institution discharging into the City's stormwater system, including but not limited to commercial or residential buildings, and industrial or factory buildings.

HAZARDOUS MATERIALS. Those materials which because of their quantity, concentration, or physical, chemical, or infectious characteristics are a hazard to human health, safety and property when improperly disposed of.

ILLEGAL DISCHARGE. Any direct non-stormwater discharge to the storm drain system of pollutants or hazardous materials.

ILLICIT CONNECTIONS. Any drain or conveyance causing an illegal discharge to enter the storm drain system or connected to the storm drain system which has not been approved by an authorized enforcement agency.

NON-STORMWATER DISCHARGE. A discharge into the storm drain system that is not normal stormwater.

PERSON. Means an individual or corporate bodies, political bodies, partnerships, and unincorporated associations.

POLLUTANT. Paints, varnishes, and solvents; oil and other automotive fluids; hazardous substances, concrete washout, and wastes.

STORM DRAINAGE SYSTEM. Publicly-owned facilities by which stormwater is collected and/or conveyed, including but not limited to any roads with drainage systems, municipal streets, gutters, curbs, inlets, piped storm drains, pumping facilities, retention and detention basins, natural and human-made or altered drainage channels, reservoirs, and other drainage structures.

STORMWATER. Any surface flow, runoff, and drainage consisting of natural precipitation and resulting from such precipitation.

STORMWATER POLLUTION PREVENTION PLAN. A document which describes the best management practices and activities to be implemented by government to reduce pollutant discharges to stormwater, stormwater conveyance systems, and/or receiving waters.

SECTION 2: City Code Sections 907.06-907.12 are hereby repealed in their entirety and replaced as follows:

907.06 PROHIBITED DISCHARGES AND DUMPING.

No person shall discharge or cause to be discharged into the municipal storm drain system or watercourses any pollutants or hazardous materials that cause or contribute to a violation of applicable water quality standards. Further prohibitions and requirements for allowable discharges are provided herein.

Subd. 1. No person shall throw, deposit, place, leave, maintain, or keep any substance upon any street, alleyway, sidewalk, storm drain, inlet, catch basin conduit or drainage structure, business place, or upon any public or private plot of land, so that the same might be or become a pollutant, except in containers, recycling bags, or other lawfully established waste disposal facility.

Subd. 2. No person shall intentionally dispose of grass, leaves, dirt or landscape material into a water resource, buffer, street, road, alley, catch basin, culvert, curb, gutter, inlet, ditch, natural watercourse, flood control channel, canal, storm drain or any natural conveyance.

Subd. 3. All pet owners and keepers are required to immediately and properly dispose of their pet's solid waste deposited on any property, public or private, not owned or possessed by that person.

Subd. 4. Salt must be covered or stored indoor and located on an impervious surface, and practices to reduce exposure must be implemented during transfer of material.

Subd. 5. No person shall cause any illicit discharge to enter the storm sewer system or any surface water unless such discharge:

- (1) Consists of non-stormwater that is authorized by an NPDES permit obtained from the MPCA or a federal agency;
- (2) Is associated with firefighting activities or other activities necessary to protect public health and safety; or
- (3) Is one of the following exempt discharges: water line flushing or other potable water sources, landscaping irrigation or lawn watering, diverted stream flows, rising ground water, ground water infiltration to storm drains, uncontaminated pumped ground water, foundation or footing drains (not including active groundwater dewatering systems), crawl space pumps, air conditioning condensation, springs, non-commercial washing of

vehicles, natural riparian habitat or wetland flows, dechlorinated swimming pools and any other water source not containing pollutants.

Subd. 6. Dye testing is an allowable discharge but requires a verbal notification to the City Administrator or their designee at least two business days prior to the time of the test.

Subd. 7. No person shall use any illicit connection to intentionally convey non-stormwater to the city's storm sewer system.

Subd. 8. The construction, use, maintenance or continued existence of illicit connections to the storm sewer system is prohibited. This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.

Subd. 9. A person is considered to be in violation of this section if the person connects a line conveying sewage to the storm sewer system, or allows such a connection to continue.

907.07 MONITORING OF DISCHARGES.

Subd. 1. The city may perform monitoring at the right of way or connection point to city facilities if a continuous issue is deemed to produce illicit discharge.

Subd. 2. The city has the right to require the discharger or property owner to install monitoring equipment as necessary.

Subd. 3. If the city has been refused access to any part of the premises from which stormwater is discharged, and is able to demonstrate probable cause to believe that there may be a violation of this section, or that there is a need to inspect and/or sample as part of a routine inspection and sampling program designed to verify compliance with this section or any order issued hereunder, or to protect the overall public health, safety and welfare of the community, then the city may seek issuance of a search warrant from any court of competent jurisdiction.

907.08 BEST MANAGEMENT PRACTICES.

The city may adopt requirements identifying best management practices for any activity, operation, or facility which may cause or contribute to pollution or contamination of stormwater, the storm drain system, or waters within its borders.

907.09 NOTIFICATION OF SPILLS.

Any person responsible for a facility or operation, or responsible for emergency response for a facility or operation, that is made aware of any known or suspected release of materials which are resulting or may result in illegal discharges or pollutants discharging into the storm sewer, or water of the state from said facility or operation, shall take all necessary steps to ensure the discover, containment, and cleanup of such release. In the event of such a release of hazardous materials, said person shall immediately notify emergency response agencies of the occurrence via emergency dispatch services. In the event of a release of non-hazardous materials, said person shall notify the city no later than the next business day.

907.10 ENFORCEMENT.

Upon finding that a person has violated a prohibition of this chapter, the city may order compliance by written notice of violation to the responsible person. Such notice may require reasonable monitoring, analysis and remediation by a specified deadline.

Subd. 1. Public health and safety hazard. The failure to comply with the provisions of this section constitutes a hazard to the public health and safety.

Subd. 2. Notice of violation. Whenever the city finds that a person has violated a prohibition or failed to meet a requirement of this section, the city may order compliance by written notice of violation to the responsible person. Such notice may require without limitation the following actions:

- (1) The performance of monitoring, analyses and reporting;
- (2) The elimination of illicit connections, discharges, or pet waste;
- (3) The installation of proper salt storage facilities and implementation of proper salt handling procedures.
- (4) That violating discharges, practices, or operations shall cease and desist;
- (5) The abatement or remediation of stormwater pollution or contamination hazards and the restoration of any affected property;
- (6) Payment of a fine to cover administrative and remediation costs; and
- (7) The implementation of source control or treatment BMPs.
- (8) Suspension of discharge access in emergency situations or upon repeated or continuous detection of illicit discharges.

Subd. 3. If abatement of a violation and/or restoration of affected property is required, the notice shall set forth a deadline within which such remediation or restoration must be completed. Said notice shall further advise that, should the violator fail to remediate or restore within the established deadline, the work will be done by a designated governmental agency or a contractor and the expense thereof shall be charged to the violator.

Subd. 4. If the bill received for abatement and/or restoration is not paid within 30 days, the city may draw the amount of the bill from any financial guarantees the city may hold or may assess the property from which the offense originated. After notice and hearing as provided pursuant to M.S.A. § 429.061, the city council may then spread the charges against the property benefited as a special assessment under M.S.A. § 429.101 for certification to the county auditor and collection along with the current taxes the following year or in annual installment not exceeding ten years as the council may determine in each case.

Subd. 5. Nothing in this section shall be construed to limit the authority of the city to enter private property in urgent emergency situations where there is an imminent danger to protect the public health, safety and welfare.

907.11 APPEAL OF NOTICE OF VIOLATION.

Subd. 1. Any person receiving a notice of violation may appeal the determination of the City. The notice of appeal must be received within ten days from the date of the notice of violation. Hearing on the appeal before the City Council shall take place within 30 days from the date of receipt of the notice of appeal. The applicants request for an appeal shall be on the city's official application form and be accompanied by the fee noted in the master fee schedule.

Subd. 2. If a hearing is requested, the clerk shall set a time for such hearing, at which time the council shall hear all testimony offered by the appellant and shall inform the appellant of

all information upon which the alleged violation of law by the appellant has been determined. On completion of such hearing, the council may make a final order regarding the alleged violation in question.

907.12 COST OF ABATEMENT OF THE VIOLATION.

The property owner shall incur all costs to cease violating the provisions of this chapter.

907.13 REMEDIES.

A person who violates the provisions of this chapter may be charged with a misdemeanor. Each day that a violation continues shall be deemed a separate offense. The City Administrator or their designee may post appropriate signs or notices on property prohibiting its use until any illicit discharge is resolved.

In order to ensure compliance with this chapter, the City Administrator or their designee may pursue any remedy at law or equity, including, but not limited to, securing injunctive relief to prohibit an individual from discharging material in violation of this article or from using the property when it would create a danger to the public health, safety or welfare, or, otherwise, be in violation of this chapter.

The remedies listed in this chapter are not exclusive of any other remedies available under any applicable federal, state or local law and it is within the discretion of the city to seek cumulative remedies.

SECTION 3: EFFECTIVE DATE. This ordinance shall take effect upon its passage and publication in the City's official newspaper.

Adopted by the City Council of the City of Shorewood, Minnesota this 12th day of December, 2022.

ATTEST:

JENNIFER LABADIE, MAYOR

SANDIE THONE, CITY CLERK

**CITY OF SHOREWOOD
COUNTY OF HENNEPIN
STATE OF MINNESOTA**

RESOLUTION 22-130

**A RESOLUTION APPROVING SUMMARY PUBLICATION OF
ORDINANCE 596 REGARDING CITY CODE ORDINANCE AMENDMENTS RELATED
TO ILLICIT DISCHARGE INTO STORMWATER SYSTEM**

WHEREAS, at a duly called meeting on December 12, 2022, the City Council of the City of Shorewood adopted Ordinance 596 entitled “AN ORDINANCE APPROVING AN AMENDMENT TO SHOREWOOD CITY CODE CHAPTER 1201 (ZONING AND SUBDIVISION REGULATIONS)” adding regulatory authority to all agencies with jurisdiction over stormwater pollution prevention; and

WHEREAS, The City Council adopted a lengthy ordinance amending City Code Chapter 1201 to amend regulations related to Zoning and Subdivision Regulations; and

WHEREAS, the purpose of the summary is to inform the public of the intent and effect of the ordinance while saving the expense of publishing the entire ordinance. The full and complete ordinance is on file in the office of the City Clerk during regular office hours and available on the city’s website;

**NOW THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE
CITY OF SHOREWOOD:**

1. The City Council finds that the above title and summary of Ordinance No.596 clearly informs the public of intent and effect of the Ordinance.
2. The City Clerk is directed to publish Ordinance No. 596 by title and summary, pursuant to Minnesota Statutes, Section 412.191, subd.4. Such summary is to be substantially the same as the attached form.
3. A full copy of the Ordinance is available at Shorewood City Hall and on the city’s website.

ADOPTED by the Shorewood City Council on this 12th day of December 2022.

ATTEST:

Jennifer Labadie, Mayor

Sandie Thone, City Clerk

**CITY OF SHOREWOOD
COUNTY OF HENNEPIN
STATE OF MINNESOTA**

RESOLUTION 22-131

**A RESOLUTION APPROVING SUMMARY PUBLICATION OF
ORDINANCE 597 REGARDING CITY CODE ORDINANCE AMENDMENTS RELATED
TO ILLICIT DISCHARGE INTO STORMWATER SYSTEM**

WHEREAS, at a duly called meeting on December 12, 2022, the City Council of the City of Shorewood adopted Ordinance 597 entitled “AN ORDINANCE APPROVING AN AMENDMENTS TO SHOREWOOD CITY CODE CHAPTER 907 (ILLICIT DISCHARGE INTO STORMWATER SYSTEM)” adding additional regulations for illicit discharge controls; and

WHEREAS, The City Council adopted a lengthy ordinance amending City Code Chapter 907 to amend regulations related to Illicit Discharge into Stormwater System; and

WHEREAS, the purpose of the summary is to inform the public of the intent and effect of the ordinance while saving the expense of publishing the entire ordinance. The full and complete ordinance is on file in the office of the City Clerk during regular office hours and available on the city’s website;

**NOW THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE
CITY OF SHOREWOOD:**

1. The City Council finds that the above title and summary of Ordinance No 597 clearly informs the public of intent and effect of the Ordinance.
2. The City Clerk is directed to publish Ordinance No. 597 by title and summary, pursuant to Minnesota Statutes, Section 412.191, subd.4. Such summary is to be substantially the same as the attached form.
3. A full copy of the Ordinance is available at Shorewood City Hall and on the city’s website.

ADOPTED by the Shorewood City Council on this 12th day of December 2022.

ATTEST:

Jennifer Labadie, Mayor

Sandie Thone, City Clerk



City of Shorewood Council Meeting Item

Title/Subject: Approve Bolton and Menk Contract Renewal
Meeting Date: Monday, December 12, 2022
Prepared by: Ed Shukle, Interim City Administrator
Reviewed by: Jared Shepherd, City Attorney
Attachments: Proposed Contract for Bolton and Menk, City Engineers

2J

MEETING
TYPE
Regular
Meeting

Background: The current contract between the City of Shorewood and Bolton and Menk for city engineering services expires on December 31, 2022. Attached is a proposed contract for a 3-year term beginning January 1, 2023 through December 31, 2025.

Financial Considerations: Contract for city engineering services with Bolton and Menk is budgeted.

Action Requested: Staff respectfully recommends the city council approve the renewal of a contract for city engineering services with Bolton and Menk effective January 1, 2023, and expiring December 31, 2025.
Motion, second and ...(Simple Majority, Majority or Two-Thirds) vote required.

Connection to Vision/Mission: Consistency in providing residents quality public services, a healthy environment, a variety of attractive amenities, a sustainable tax base, and sound financial management through effective, efficient, and visionary leadership.

AGREEMENT FOR PROFESSIONAL SERVICES
CONSULTING CITY ENGINEERING SERVICES
CITY OF SHOREWOOD, MINNESOTA

This Agreement, made this the _____ day of _____, 2023, by and between the City of Shorewood, Minnesota, 5755 Country Club Road, Shorewood, MN 55331, hereinafter referred to as CLIENT, and Bolton & Menk, Inc., 2638 Shadow Lane, Suite 200, Chaska, MN 55318-1172, hereinafter referred to as CONSULTANT.

WITNESS, whereas the CLIENT requires professional engineering and surveying services in association with providing Consulting City Engineering Services and whereas the CONSULTANT agrees to furnish the various professional services required by the CLIENT.

NOW, THEREFORE, in consideration of the mutual covenants and promises between the parties hereto, it is agreed:

SECTION I - CONSULTANT'S SERVICES

- A. The CONSULTANT agrees to perform professional engineering and surveying services as described in Exhibit I.
- B. Upon mutual agreement of the parties hereto, Additional Services may be authorized as described in Exhibit I or as described in Paragraph IV.B.

SECTION II - THE CLIENT'S RESPONSIBILITIES

- A. The CLIENT shall promptly compensate the CONSULTANT in accordance with Section III of this Agreement.
- B. The CLIENT shall place any and all previously acquired information in its custody at the disposal of the CONSULTANT for its use. Such information shall include but shall not be limited boundary surveys, topographic surveys, preliminary sketch plan layouts, building plans, soil surveys, abstracts, deed descriptions, tile maps and layouts, aerial photos, utility agreements, environmental reviews, and zoning limitations. The CLIENT will assist the CONSULTANT in determining the extent to which the information provided may be relied upon to perform CONSULTANT'S services.
- C. The CLIENT will work with the CONSULTANT to obtain entry upon both public and private lands effected by and associated with CONSULTANT'S services.
- D. The CLIENT will give prompt notice to the CONSULTANT whenever the CLIENT observes or otherwise becomes aware of any defect in CONSULTANT'S services.
- E. The CLIENT shall designate a liaison person to act as the CLIENT'S representative with respect to services to be rendered under this Agreement. Said representative shall have the authority to transmit instructions, receive instructions, receive information, interpret and define the CLIENT'S policies with respect to CONSULTANT'S services.

- F. The CLIENT shall provide such legal, accounting, independent cost estimating and insurance counseling services as may be required for completion of CONSULTANT'S services.
- G. The CLIENT will work with the CONSULTANT as needed to apply for any and all regulatory permits required for the proper and legal execution of CONSULTANT'S services.
- H. The CLIENT will hire, when requested by the CONSULTANT, an independent testing company of its choosing to perform laboratory and material testing services, and soil investigation that can be justified to complete a proper design and the CONSULTANT'S services. Payment for testing services shall be made directly to the testing company by the CLIENT and is not part of this Agreement.

SECTION III - COMPENSATION FOR SERVICES

A. COMPENSATION CHARGE METHODOLOGY

Compensation for all services performed by the CONSULTANT on behalf of the CLIENT in accordance with Exhibit I will be on an hourly basis in accordance with the 2023 Billing Schedules included below.

B. HOURLY BILLING SCHEDULES

2023 Hourly Billing Schedule For General Staff

Senior Principal.....	\$150-280/Hour
Principal Engineer/Surveyor/Planner/GIS/Landscape Architect	\$140-225/Hour
Senior Engineer/Surveyor/Planner/GIS/Landscape Architect	\$110-210/Hour
Project Manager (Includes Survey, GIS, Landscape Architect)	\$100-195/Hour
Project Engineer/Surveyor/Planner/Landscape Architect	\$85-190/Hour
Design Engineer/Landscape Designer/Graduate Engineer/Surveyor.....	\$80-190/Hour
Specialist (Natural Resources/GIS/Traffic/Graphics/Other)	\$60-175/Hour
Senior Technician (Includes Construction, GIS, Survey ¹)	\$85-180/Hour
Technician (Includes Construction, GIS, Survey ¹)	\$65-150/Hour
Administrative/Corporate Specialists	\$45-125/Hour
Structural/Electrical/Mechanical/Architect	\$120-150/Hour
General Engineering² (up to 32 hours per week).....	\$95/Hour
GPS/Robotic Survey Equipment.....	No Charge
CAD/Computer Usage.....	No Charge
Routine Office Supplies.....	No Charge
Routine Photocopying/Reproduction.....	No Charge
Field Supplies/Survey Stakes & Equipment	No Charge
Mileage.....	No Charge

¹ No separate charges will be made for GPS or robotic total stations on Bolton & Menk, Inc. survey assignments; the cost of this equipment is included in the rates for Survey Technicians.

² General Engineering Services (up to 32 hours per week) as defined in Exhibit I will be billed at the reduced hourly rate specified above. All city approved project work will be billed at normal hourly rates.

Hourly charges for work completed are based on hours spent at the hourly rates in effect for the individuals performing the work. The hourly rates vary according to skill and experience. The Hourly Billing Schedules identified herein shall apply for the period through 2023. These rates may be adjusted annually thereafter to account for changed labor costs, inflation or changed overhead conditions.

The hourly rates identified herein include labor, general business and other normal and customary expenses associated with operating a professional business and include vehicle and personal expenses, mileage, telephone, cell phone, survey stakes and routine expendable supplies; and no separate charges will be made for these activities and materials. Extraordinary expenses beyond the agreed scope of services and non-routine expenses, such as outsourced photocopying/reproductions, out-sourced graphics, document recording fees, and permit fees will be pre-approved and invoiced separately.

- C. The payment to the CONSULTANT will be made by the CLIENT upon billing at intervals not more often than monthly at the herein rates and methodology.

SECTION IV - GENERAL

A. STANDARD OF CARE

Professional services provided under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the Consultant's profession currently practicing under similar conditions.

B. CHANGE IN SERVICE SCOPE

In the event the CLIENT changes or is required to change the scope of the CONSULTANT'S services as described in Section I and/or the applicable addendum, and such changes require Additional Services by the CONSULTANT, the CONSULTANT shall be entitled to compensation at the applicable hourly rates. The CONSULTANT shall give notice to the CLIENT of any Additional Services, prior to furnishing such additional services. The CLIENT may request an estimate of additional cost from the CONSULTANT, and upon receipt of the request, the CONSULTANT shall furnish such, prior to authorization of the changed scope of work.

C. LIMITATION OF LIABILITY

1. General Liability of CONSULTANT. For liability other than professional acts, errors, or omissions, and to the fullest extent permitted by law, CONSULTANT shall indemnify, defend and hold harmless CLIENT from losses, damages, and judgments (including reasonable attorneys' fees and expenses of litigation) arising from claims or actions relating to the project, provided that any such claim, action, loss, damages, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property, but only to the extent caused by the acts and omissions in the non-professional services of CONSULTANT or CONSULTANT'S employees, agents, or subconsultants.
2. Professional Liability of CONSULTANT. With respect to professional acts, errors and omissions and to the fullest extent permitted by law, CONSULTANT shall indemnify and hold harmless CLIENT from losses, damages, and judgments (including reasonable attorneys' fees and expenses of litigation) arising from third-party claims or actions relating to the project, provided that any such claim, action, loss, damages, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property, but only to the extent caused by a negligent act, error or omission of CONSULTANT or CONSULTANT'S employees, agents, or subconsultants. This indemnification shall include reimbursement of CLIENT'S reasonable attorneys' fees and expenses of litigation, but only to the extent that defense is insurable under CONSULTANT'S liability insurance policies.
3. General Liability of Client. To the fullest extent permitted by law and subject to the maximum limits of liability set forth in Minnesota Statutes Section 466.04, CLIENT shall indemnify, defend and hold harmless CONSULTANT from losses, damages, and judgments (including reasonable attorneys' fees and expenses of litigation) arising from third-party claims or actions relating to the project, provided that any such claim, action, loss, damages, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property, but only to the extent caused by the acts or omission of CLIENT or CLIENT'S employees, agents, or other consultants.
4. To the fullest extent permitted by law, CLIENT and CONSULTANT waive against each other, and the other's employees, officers, directors, members, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement, from any cause or causes. CLIENT waives all claims against individuals involved in the services provided under this Agreement and agrees to limit all claims to the CONSULTANT's corporate entity.

5. For those services provided by the CONSULTANT while serving in the role of designated City Engineer under Section I.B of this Agreement, including professional and technical oversight or supervision of CLIENT staff, the CLIENT shall, to the fullest extent permitted by law and in addition to any other requirements of this Agreement, indemnify and hold harmless the CONSULTANT from and against any claims, costs, losses and damages to the same extent as CLIENT would indemnify and hold harmless a CLIENT employee providing similar City Engineer services.
5. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the CLIENT or the CONSULTANT. The CONSULTANT'S services under this Agreement are being performed solely for the CLIENT'S benefit, and no other entity shall have any claim against the CONSULTANT because of this Agreement or the performance or nonperformance of services provided hereunder.

D. INSURANCE

1. The CONSULTANT agrees to maintain, at CONSULTANT'S expense a commercial general liability (CGL) and excess or umbrella general liability insurance policy or policies insuring CONSULTANT against claims for bodily injury, death or property damage arising out of CONSULTANT'S general business activities. The general liability coverage shall provide limits of not less than \$2,000,000 per occurrence and not less than \$2,000,000 general aggregate. Coverage shall include Premises and Operations Bodily Injury and Property Damage; Personal and Advertising Injury; Blanket Contractual Liability; Products and Completed Operations Liability.
2. The CONSULTANT also agrees to maintain, at CONSULTANT'S expense, a single limit or combined limit automobile liability insurance and excess or umbrella liability policy or policies insuring owned, non-owned and hired vehicles used by CONSULTANT under this Agreement. The automobile liability coverages shall provide limits of not less than \$1,000,000 per accident for property damage, \$2,000,000 for bodily injuries, death and damages to any one person and \$2,000,000 for total bodily injury, death and damage claims arising from one accident.
3. CLIENT shall be named Additional Insured for the CGL and Auto liability policies.
4. The CONSULTANT agrees to maintain, at the CONSULTANT'S expense, statutory worker's compensation coverage together with Coverage B, Employer's Liability limits of not less than \$500,000 for Bodily Injury by Disease per employee, \$500,000.00 for Bodily Injury by Disease aggregate and \$500,000 for Bodily Injury by Accident.
5. The CONSULTANT also agrees to maintain, at CONSULTANT'S expense, Professional Liability Insurance coverage insuring CONSULTANT against damages for legal liability arising from a negligent act, error or omission in the performance of professional services required by this Agreement during the period of CONSULTANT'S services and for three years following date of final completion of its services. The professional liability insurance coverage shall provide limits of not less than \$2,000,000 per claim and an annual aggregate of not less than \$2,000,000 on a claims-made basis.
6. CLIENT shall maintain statutory Workers Compensation insurance coverage on all of CLIENT'S employees and other liability insurance coverage for injury and property damage to third parties due to the CLIENT'S negligence.
7. Prior to commencement of this Agreement, CONSULTANT will provide the CLIENT with certificates of insurance, showing evidence of required coverages. All policies of insurance shall contain a provision or endorsement that the coverage afforded will not be canceled or reduced in limits by endorsement for any reason except non-payment of premium, until at least 30 days prior

written notice has been given to the Certificate Holder, and at least 10 days prior written notice in the case of non-payment of premium

E. OPINIONS OR ESTIMATES OF CONSTRUCTION COST

Where provided by the CONSULTANT as part of Exhibit I or otherwise, opinions or estimates of construction cost will generally be based upon public construction cost information. Since the CONSULTANT has no control over the cost of labor, materials, competitive bidding process, weather conditions and other factors affecting the cost of construction, all cost estimates are opinions for general information of the CLIENT and the CONSULTANT does not warrant or guarantee the accuracy of construction cost opinions or estimates. The CLIENT acknowledges that costs for project financing should be based upon contracted construction costs with appropriate contingencies.

F. CONSTRUCTION SERVICES

It is agreed that the CONSULTANT and its representatives shall not be responsible for the means, methods, techniques, schedules or procedures of construction selected by the contractor or the safety precautions or programs incident to the work of the contractor.

G. USE OF ELECTRONIC/DIGITAL DATA

Because of the potential instability of electronic/digital data and susceptibility to unauthorized changes, copies of documents that may be relied upon by CLIENT are limited to the printed copies (also known as hard copies) that are signed or sealed by CONSULTANT. Except for electronic/digital data which is specifically identified as a project deliverable by this AGREEMENT or except as otherwise explicitly provided in this AGREEMENT, all electronic/digital data developed by the CONSULTANT as part of the CONSULTANTS services are acknowledged to be an internal working document for the CONSULTANT'S purposes solely and any such information provided to the CLIENT shall be on an "AS IS" basis strictly for the convenience of the CLIENT without any warranties of any kind. As such, the CLIENT is advised and acknowledges that use of such information may require substantial modification and independent verification by the CLIENT (or its designees). Provision of electronic/digital data, whether required by this Agreement or provided as a convenience to the Client, does not include any license of software or other systems necessary to read, use or reproduce the information. It is the responsibility of the CLIENT to verify compatibility with its system and long-term stability of media. CLIENT shall indemnify and hold harmless CONSULTANT and its Subconsultants from all claims, damages, losses, and expenses, including attorneys' fees arising out of or resulting from third party use or any adaptation or distribution of electronic/digital data provided under this AGREEMENT, unless such third party use and adaptation or distribution is explicitly authorized by this AGREEMENT or subsequent agreement(s).

H. REUSE OF DOCUMENTS

Drawings and Specifications and all other documents (including electronic and digital versions of any documents) prepared or furnished by CONSULTANT pursuant to this AGREEMENT are instruments of service in respect to the Project and CONSULTANT shall retain an ownership interest therein. Upon payment of all fees owed to the CONSULTANT, the CLIENT shall acquire an ownership interest in all identified deliverables, including Plans and Specifications, for any reasonable use relative to the Project and the general operations of the CLIENT. CLIENT may make and disseminate copies for information and reference in connection with the use and maintenance of the Project by the CLIENT. However, such documents are not intended or represented to be suitable for reuse by CLIENT or others on extensions of the Project or on any other project and any reuse other than that specifically intended by this AGREEMENT will be at CLIENT'S sole risk and without liability or legal exposure to CONSULTANT.

I. CONFIDENTIALITY

CONSULTANT agrees to keep confidential and not to disclose to any person or entity, other than CONSULTANT'S employees and subconsultants any information obtained from CLIENT not previously in the public domain or not otherwise previously known to or generated by CONSULTANT. These provisions shall not apply to information in whatever form that comes into the public domain through no fault of CONSULTANT; or is furnished to CONSULTANT by a third party who is under no obligation to keep such information confidential; or is information for which the CONSULTANT is required to provide by law or authority with proper jurisdiction; or is information upon which the CONSULTANT must rely for defense of any claim or legal action.

J. PERIOD OF AGREEMENT

This Agreement will remain in effect for a period of three (3) years after which time the Agreement may be extended upon mutual agreement of both parties.

K. PAYMENTS

If CLIENT fails to make any payment due CONSULTANT for services and expenses within thirty days after date of the CONSULTANT'S invoice, a service charge of one and one-half percent (1.5%) per month or the maximum rate permitted by law, whichever is less, will be charged on any unpaid balance. In addition after giving seven days' written notice to CLIENT, CONSULTANT may, without waiving any claim or right against the CLIENT and without incurring liability whatsoever to the CLIENT, suspend services and withhold project deliverables due under this Agreement until CONSULTANT has been paid in full all amounts due for services, expenses and charges.

L. TERMINATION

If, for any reason, the CONSULTANT shall fail to fulfill in timely and proper manner the obligations under this Agreement, the CLIENT shall reserve the right to terminate this Agreement by specifying the date of termination in a written notice to the CONSULTANT at least thirty (30) calendar days before the termination date.

In the event of termination, the CLIENT shall be obligated to the CONSULTANT for payment of amounts due and owing including payment for services performed or furnished to the date and time of termination, computed in accordance with Section III of this Agreement.

M. CONTINGENT FEE

The CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT to solicit or secure this Agreement, and that it has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift or any other consideration, contingent upon or resulting from award or making of this Agreement.

N. NON-DISCRIMINATION

The provisions of any applicable law or ordinance relating to civil rights and discrimination shall be considered part of this Agreement as if fully set forth herein.

The CONSULTANT is an Equal Opportunity Employer and it is the policy of the CONSULTANT that all employees, persons seeking employment, subcontractors, subconsultants and vendors are treated without regard to their race, religion, sex, color, national origin, disability, age, sexual orientation, marital status, public assistance status or any other characteristic protected by federal, state or local law.

O. CONTROLLING LAW

This Agreement is to be governed by the laws of the State of Minnesota.

P. DISPUTE RESOLUTION

CLIENT and CONSULTANT agree to negotiate all disputes between them in good faith for a period of thirty (30) days from the date of notice of dispute prior to proceeding to formal dispute resolution or exercising their rights under law. Any claims or disputes unresolved after good faith negotiations shall first be submitted to mediation by a mediator mutually agreeable to the parties. CONSULTANT and the CLIENT agree to require an equivalent mediation process governing all contractors, sub-contractors, suppliers, consultants, and fabricators concerned with this Agreement. The parties reserve all rights and remedies available to them at law or in equity in the event the dispute is not resolved by mediation.

Q. SURVIVAL

All obligations, representations and provisions made in or given in Section IV of this Agreement will survive the completion of all services of the CONSULTANT under this Agreement or the termination of this Agreement for any reason.

R. SEVERABILITY

Any provision or part of the Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon CLIENT and CONSULTANT, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

S. RECORD KEEPING

Pursuant to Minnesota Statutes, Section 16C.05, Subdivision 5, CONSULTANT agrees that the books, records, documents, and accounting procedures and practices of CONSULTANT, that are relevant to the contract or transaction, are subject to examination by the CLIENT and either legislative auditor or the state auditor for a minimum of six years. CONSULTANT shall maintain such records for a minimum of six years after final payment.

T. ADDITIONAL TERMS AND CONDITIONS

1. The CONSULTANT shall not assign any interest in this Agreement and shall not transfer any interest in the same without prior written consent of the CLIENT.
2. For the purposes of this Agreement, the CONSULTANT shall be deemed to be an independent contractor and not an employee of the CLIENT. Any and all agents, servants or employees of the CONSULTANT or other person, while engaged in the performance of any work or services required to be performed by the CLIENT under this Agreement, shall not be considered employees of the CLIENT and any and all actions which arise as a consequence of any act or omission on the part of the CONSULTANT, its agents, servants, employees or other persons shall in no way be the obligation or responsibility of the CLIENT. The CONSULTANT, its agents, servants or employees shall be entitled to none of the rights, privileges or benefits of the CLIENT employees, except as otherwise may be stated herein.
3. The CONSULTANT further agrees to comply with all federal, state and local laws or ordinances, and all applicable rules, regulations and standards established by any agency of such governmental units, which are now or hereafter promulgated insofar as they relate to the CONSULTANT'S performance of the provisions of this Agreement.

4. No official or employee of the CLIENT who exercises any responsibilities in the review, approval or carrying out of this Agreement shall participate in any decision which affects his or her direct or indirect personal or financial interest.
5. All communications in writing between the parties shall be deemed to have been received by the addressee if delivered to the other party, or if sent by post or by facsimile addressed as noted above in this Agreement.
6. Neither the CLIENT nor CONSULTANT shall assign this Agreement without the prior consent in writing of the other.

SECTION V - SIGNATURES

THIS INSTRUMENT embodies the whole agreement of the parties, there being no promises, terms, conditions or obligation referring to the subject matter other than contained herein. This Agreement may only be amended, supplemented, modified or canceled by a duly executed written instrument signed by both parties.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in their behalf.

CLIENT: City of Shorewood, Minnesota

CONSULTANT: Bolton & Menk, Inc.

By:

By:

Title: Mayor

Printed Name: _____

Date:

Title:

Date:

By:

Attest:

Title: City Administrator

Printed Name: _____

Date:

Title:

Date:

EXHIBIT I

CONSULTING CITY ENGINEERING SERVICES

CITY OF SHOREWOOD, MINNESOTA

In accordance with the Request for Proposals approved by the City Council on May 28, 2019, the CONSULTANT will furnish the following Consulting City Engineering Services, as requested and authorized by the CLIENT:

Commented [AB1]: I am not sure if this should change or not. I am OK with it as is since it is consistent with city's original request.

General Engineering Services

1. Serves as the City's Consulting Engineer on projects, applications, questions and meetings.
2. Take direction from the City Council and is designated part of City Staff when appropriate.
3. Assists in planning, coordinating, supervising and evaluating programs, plans, services, equipment and infrastructure.
4. Develops and recommends policies and procedures as needed for effective operation of the City consistent with City policies and relevant laws, rules and regulations and ensures council actions are implemented.
5. Works with the Public Works Director, Finance Director, and City Administrator to formulate short- and long-range plans to meet the needs of all areas of public infrastructure improvements including: streets, water, sewer, storm drainage, street lights, parks, and buildings. Assists the Public Works Director in maintaining the Capital Improvement Plan.
6. Reviews and processes right of way management and utility permits using ROWAY management system.
7. Assists in the implementation of all water resource functions, including implementation of the Wetland Conservation Act and Surface Water Management Plan, as well as factors relating to the MS4 NPDES requirements.
8. Provides engineering services for City infrastructure improvements and oversees project management for the construction of municipal public service projects as needed.
9. Reviews land use applications and construction plans for private developments for consistency with City adopted engineering specifications, City policies and relevant laws, rules and regulations and ensures Council actions and direction are implemented.
10. Ensures that costs and fees are charge back to development projects; works with City staff to monitor charges and revenues associated with development projects.
11. Administers and manages the MSA annual roadway certification and MSA project administration.
12. Assists in the planning, layout and design of City parks, trails, and other recreational amenities.
13. Provide consistent dedicated staffing hours at city hall to address engineering issues, from customers, residents, developers and staff, as they arise.

Proactive Engineering Approach

1. Provide in depth analysis and guidance for flexible project options that meet the public need within budget.
2. Provide recommendations for innovative and cost-effective means to extend the serviceable life of infrastructure.
3. Inform staff and Council of new engineering practices and make recommendation for implementation.

Construction Services and Project Management – Public Projects

1. Assist in the preparation of plans and specifications for City public works projects with the input from City staff. Present plans and specifications to the City Council for approval.
2. Consult with local, state, and federal agencies having jurisdictional authority over the project(s) as warranted. Procure permits and required approvals from such agencies as required.
3. Prepare and send Advertisements for Bids to the legal newspaper, the Construction Bulletin, and other trade publications as needed for solicitation of bids. Reproduce Contract Documents for bidding purposes. Review bids and prepare bid tabulations. Evaluate bids, prepare a recommendation to the City Council, with the assistance of staff; assemble and award contracts.
4. Assist in monitoring the construction process for compliance with codes, regulations, standards and with approved plans; assure financial accountability of private projects as they relate to escrows and letters of credit. Provide advice to the City during performance of construction projects and give consideration and advice to the City during the performance of services.
5. Lead pre-construction conferences with staff, contractor, utility company representatives, etc. as necessary.
6. Perform construction staking and surveying.
7. Provide construction observation, in conjunction with city staff, as necessary during construction. (Work for this portion shall be at an hourly rate or included into the project fee.)
 - a. Prepare and maintain necessary documentation, including photographs and/or video if warranted, as well as a log and note of the contractor's progress.
 - b. Convene regular construction progress meetings and provide written project updates, as necessary or required.
8. Prepare, review and recommend action for proposed change orders.
9. Prepare, review and recommend action for pay estimates.
10. Review and recommend final acceptance by the City in a timely manner. Assist the City in ensuring that contractors have been paid and lien waivers have been acquired.
11. Provide as-built drawings within 90 days of the conclusion of City projects.
12. Keep the best interests of the residents of the City of Shorewood in mind during all public and private projects. Respond to their needs and questions in a timely manner and provide all necessary communication.
13. Hold all contractors accountable for projects and ensure they are completed in an acceptable and timely manner.

Construction Services – Private Projects

1. Participate in pre-construction meetings with developers, staff, contractors, utility company representatives, etc. to ensure that all City Services are respected, and all applicable codes and ordinance are followed.
2. Review plans and specifications for all privately installed infrastructure improvements and make recommendations to City Staff regarding acceptability of plans.
3. Monitor the construction process for compliance with codes, regulations, standards, and with approved plans; assure financial accountability of private projects as they related to escrows and letters of credit. Provide advice to the City during performance of construction projects and give consideration and advice to the City during the performance of services.
4. Provide construction observation during construction as necessary. (Work for this portion of projects shall be at an hourly rate and passed through to the developer.)
5. Review, and if necessary, prepare and maintain necessary documentation, including photographs and/or video if warranted, and a log of construction activities.

6. Attend, and if necessary, convene regular construction progress meetings.
7. For projects in which the improvements will be turned over to the City, review and recommend acceptance upon satisfactory completion of the improvements.
8. Make recommendations to the City staff regarding reduction or closing out letters of credit or other financial securities.
9. Review as-built drawings upon conclusion of privately installed projects that will be turned over to the city.

Preparation of Engineering Reports and Technical Correspondence

1. Determine the need for preliminary studies; review all preliminary studies for compliance with ordinances, comprehensive plans, engineering standards and financial guidelines including:
 - a. Feasibility reports
 - b. Creating assessment rolls
 - c. Plat reviews
 - d. Utility studies
 - e. Traffic studies/signalization/signage/forecasting
 - f. State aid reports
 - g. Surface water system analysis and design/SWMP implementation
 - h. SWMP implementation including MS4 and NPDES monitoring and reporting.
 - i. Review findings of wetland delineation and mitigation as it relates to building permit applications and public improvement projects.
 - j. Planning and design for City parks, trails and recreational amenities
 - k. Identification of grant opportunities for local improvements, and preparation of grant applications as directed
 - l. Capital Improvement Program studies
 - m. Prepare comments regarding reports, plans and studies of other agencies.
 - n. Attends all City Council meetings and public hearings, neighborhood open houses, and other City related meetings as requested
 - o. Presents feasibility studies and/or discuss engineering issues.

Participates in City Meetings as needed, including:

1. Internal and external meetings involving engineering or public improvement questions and issues.
2. Meets with developer, staff and members of the public on proposed development projects in order to related to processes and procedures involved with engineering and infrastructure development. Reviews development proposals for conformance with City Standards and ordinances.
3. Under the direction of the Public Works Director and City Administrator, as the City liaison and City representative with other communities and local, county, state and federal agencies in areas of responsibility as may be required or directed.
4. Attends City Council meetings.
5. Attends City Council work sessions, Planning and Parks Commission meetings, and other City meetings as needed.

Response to Constituent Requests and Issues as Directed by Staff

1. Perform field inspections as needed.

2. Address constituent concerns personally and in writing.
3. Makes public presentations.
4. Provides recommendations to staff and City Council.

Record Keeping and Mapping/GIS Services – The engineering firm shall provide the following record-keeping and mapping services to the City:

1. Updates City maps and utility records as appropriate or necessary.
2. Maintains and provides to the City as required the following documents on the City's record retention system: permits and applications, contract documents, addenda, copies of referenced standard specifications; project schedules; shop drawings and submittals; applicable correspondence; records of pertinent telephone and email exchanges; plans, specifications and engineer's estimates, file memoranda and directives; change orders; requests and recommendations for payment; project budget and cost information; diaries and logs; record drawings in both hard copy and electronic format; project photographs; project studies and reports; project progress meeting minutes; other information as necessary or required.
3. Provides, hosts and maintains an electronic online GIS/GPS data base mapping system that may be accessed remotely in the field or in the office for general use by the City Staff, which includes all City utilities (water, sanitary sewer, storm sewer), other features as requested (electrical, signing, trails, sidewalks, cemeteries, ect.), infrastructure, map creation abilities, etc.

Other Items:

1. Identify opportunities for non-traditional engineering techniques, such as the use of rain gardens, cisterns, pervious surfaces, and other green design elements.
2. Work with other engineering or planning consultants as desired by the City on specific projects.
3. The City desires to include a term in the contract to periodically review progress and overall satisfaction of the level of service provided to the City. The expected term for review shall be annually.
4. Provide up to 32 (thirty-two) hours of inhouse office hours located at the City of Shorewood City Hall or within general proximity of the City, to assist in addressing City related matters. Up to 16 (sixteen) hours will be provided by Andrew Budde, the designated City Engineer, and up to 16 (sixteen) hours will be provided by Matt Bauman, the assistant City Engineer or other designated Bolton & Menk staff member mutually agreed upon by both parties.



City of Shorewood Council Meeting Item

Title/Subject: Approve Campbell Knutson Civil Legal Services Contract
Meeting Date: Monday, December 12, 2022
Prepared by: Ed Shukle, Interim City Administrator
Reviewed by:
Attachments: Proposed Contract with Campbell Knutson for Civil Legal Services

2K

MEETING
TYPE
Regular
Meeting

Background: The current contract between the City of Shorewood and Campbell Knutson for civil legal services expires on December 31, 2022. Attached is a proposed contract for a 3-year term beginning January 1, 2023 through December 31, 2025.

Financial Considerations: Contract for civil legal services with Campbell Knutson is budgeted.

Action Requested: Staff respectfully recommends the city council approve the renewal of a contract for civil legal services with Campbell Knutson effective January 1, 2023 and expiring December 31, 2025.
Motion, second and ...(Simple Majority, Majority or Two-Thirds) vote required.

Connection to Vision/Mission: Consistency in providing residents quality public services, a healthy environment, a variety of attractive amenities, a sustainable tax base, and sound financial management through effective, efficient, and visionary leadership.

Agreement for General (Civil) Legal Services

Whereas, the City of Shorewood ("City"), a municipal corporation and statutory city under the laws of the State of Minnesota and located within Hennepin County, desires to have certain attorney services provided; and

Whereas, the City desires to have Jared Shepherd, in his capacity as an attorney with Campbell Knutson, P.A., ("Attorney") to serve as city attorney;

Whereas, the parties desire to more specifically identify the duties and responsibilities of the City and Attorney.

Now Therefore, it is hereby agreed that this document by and between the City and the Attorney, shall be a binding obligation on behalf of the parties named.

I. Term

This agreement shall be effective January 1, 2023 through December 31, 2025 or until either party cancels the agreement in writing.

II. Scope of Legal Services

General scope of services, the services required by the City include, but are not limited to, the following:

- Attendance at all City Council meeting. Attendance at staff meetings. Attendance at other meetings as requested.
- Review of municipal contracts as requested, including contracts for public improvements, developments, joint powers agreements, construction, lease agreements, and the like.
- Representation of the City in the acquisition of properties for public improvements, special assessment appeal, easements, parks.
- Review of all City Council and Planning Commission materials.
- Representation of the City in proceedings for public improvement projects.
- Representation of the City on economic development related issues as requested.
- Representation of the City in matters related to the enforcement of City Codes, including building, subdivision, nuisance, and zoning codes.
- Defend the City in all litigation, except in those cases where insurance companies are required to exclusively provide defense, or where the City chooses to hire specialized or other legal services. The Attorney is responsible for monitoring and coordinating with the selected representation.
- Review of legal issues in agenda items for City Council, Planning Commission or other subsidiary commission meetings as requested.
- Review of draft ordinances, resolutions, development agreements and correspondence as requested.

- Meeting and/or telephone conversations with and advising Mayor, Council members, City Administrator, Department Heads and other staff on general legal matters.
- Research and submit legal opinions on legal matters requested by the City Administrator.
- Provide written and/or oral summaries to City Administrator of law changes affecting the City, including recommending changes in operations or procedures to assure compliance.
- Available by phone and email to answer staff questions.

III. Fees

The Fees below represent the primary or general legal services rate and the special hourly rate for services passed through to or reimbursed by third parties, including developers.

The yearly rate during the initial year of this agreement are as follows:

	2023
General Hourly Rate/ Partners	\$175
General Hourly Rate/Associates	\$170
General Hourly Rate/Assistants, Law Clerks	\$95
Special Hourly Rate – Pass Through/Attorneys	\$310
Special Hourly Rate – Pass Through Assistants	\$120

The above rates will be adjusted annually with 3.5% increase rounded up to the next dollar in 2024 and 2025.

The Attorney will represent the City at the rate for general legal services on all routine matters and all public improvement projects involving special assessments or improvements to private property, litigation, arbitration, and appellate matters, except that the parties may mutually agree to a higher rate based on the complexity of the matter.

The fees stated herein may be amended from time to time by written mutual agreement of the City and Attorney.

IV. Expenses

Expenses to be reimbursed:

- The actual cost of: express delivery, Westlaw and Lexis/Nexis charges, postage (over \$0.50).

- Photocopies (\$0.20/page), color copies (\$0.40/page)
- EverLaw Discovery and Document Review Program (actual cost - \$25.00 per gigabyte per month) (on as needed basis)
- Mileage at the IRS rate, currently \$0.59/mile for all travel except for travel to regularly scheduled City Council meetings and City Council work sessions, which shall not be reimbursed.
- For litigation, the actual cost of court filing fees, expert witnesses, acquisitions, subpoenas, service of process, and miscellaneous litigations costs.
- All other filing, recording or miscellaneous litigation costs would be billed to the City at their actual costs. No other charges, including for postage under \$.50, would be billed to the City. We will ensure that billing statements are provided in the format that meets the City's needs.

Percent of an hour billed:

- .10, with the minimum billing increment of 0.2 of an hour for all services

V. Responsible Attorney and Staff

Jared Shepherd shall be the primary attorney for the City. Shepherd shall be responsible for the performance of this agreement, although he may be assisted by other attorneys or support staff in the firm. Shepherd shall supervise all work performed on behalf of the City.

VI. Assignment of Services and Agreement

The Attorney shall not assign any interest or obligation of this Agreement without the prior written consent of the City Administrator.

VII. Insurance and Indemnification

Attorney agrees to maintain a valid policy of Professional Liability Insurance for the duration of this agreement.

VIII. Termination

The parties understand that the Attorney serves at the pleasure of the Council. Upon termination of this agreement, the City shall be responsible for any billings accrued prior to the date of termination.

IX. Acceptance

The terms of this agreement are hereby accepted and made binding upon and between the City of Shorewood and Jared Shepherd, in his capacity as an attorney for Campbell Knutson, P.A., in conjunction with the law firm of Campbell Knutson. P.A.

*** Signature Page To Follow ***

City of Shorewood

Campbell Knutson, P.A.

By: _____

Jennifer Labadie

Its: Mayor

Date: _____

By: _____

Jared Shepherd

Attorney

Date: _____

By: _____

Sandie Thone

Its: City Clerk

Date: _____

By: _____

Andrea McDowell Poehler

President

Date: _____



City of Shorewood Council Meeting Item

Title/Subject: Approve Campbell Knutson Criminal Legal Services Contract
Meeting Date: Monday, December 12, 2022
Prepared by: Ed Shukle, Interim City Administrator
Reviewed by:
Attachments: Proposed Contract with Campbell Knutson for Criminal Legal Services

2L

MEETING
TYPE
Regular
Meeting

Background: The current contract between the City of Shorewood and Campbell Knutson for criminal legal services expires on December 31, 2022. Attached is a proposed contract for a 1-year term beginning January 1, 2023, through December 31, 2023.

Financial Considerations: Contract for criminal legal services with Campbell Knutson is budgeted.

Action Requested: Staff respectfully recommends the city council approve the renewal of a contract for civil legal services with Campbell Knutson effective January 1, 2023, and expiring December 31, 2023.
Motion, second and ...(Simple Majority, Majority or Two-Thirds) vote required.

Connection to Vision/Mission: Consistency in providing residents quality public services, a healthy environment, a variety of attractive amenities, a sustainable tax base, and sound financial management through effective, efficient, and visionary leadership.

Mission Statement: *The City of Shorewood is committed to providing residents quality public services, a healthy environment, a variety of attractive amenities, a sustainable tax base, and sound financial management through effective, efficient, and visionary leadership.*

**AGREEMENT FOR LEGAL SERVICES
BETWEEN THE CITY OF SHOREWOOD AND
CAMPBELL KNUTSON, *Professional Association***

THIS AGREEMENT, dated December ___, 2022, is by and between the **CITY OF SHOREWOOD**, a Minnesota municipal corporation ("City") and **CAMPBELL KNUTSON, *Professional Association***, a Minnesota corporation ("Attorney").

NOW, THEREFORE, in consideration of the mutual undertakings herein, the parties hereto agree as follows:

1. SERVICES AND RELATIONSHIP.

A. The Attorney shall furnish and perform Prosecution Services for the City, as more fully described in the scope of services attached as Exhibit A.

B. The Attorney shall be engaged as an independent contractor and not as a City employee. The Attorney is free to contract with other entities.

2. TERM.

A. This Agreement shall be effective January 1, 2023 through December 31, 2023 or until either party terminates this Agreement as provided in subsection B. or C. below.

B. The Attorney shall serve at the pleasure of the City Council, and this Agreement may be terminated without cause by Resolution of the City Council.

C. The Attorney may terminate this Agreement at any time, provided that the Attorney shall give the City sixty (60) days written notice before the termination becomes effective.

3. COMPENSATION.

A. *Prosecution Services*: An annual cap for all Prosecution Services of \$35,000.00 for 2023. Actual legal fees incurred for Prosecution Services will be billed monthly at the following hourly rates:

❖ Attorneys	\$ 125.00
❖ Legal Assistants/Law Clerks	\$ 93.00

Legal fees for Prosecution Services shall not exceed the annual cap.

B. *Forfeitures Related to DWI Designated Offenses:* On a vehicle forfeiture we handle, we will receive thirty (30%) percent of the proceeds from the sale of the forfeited vehicle, after payment of seizure, towing, storage, forfeiture and sale expenses, and satisfaction of valid liens against the vehicle, pursuant to Minn. Stat. § 169A.63, subd. 10.

C. *Additional Prosecution Related Services:* Legal Fees for Additional Prosecution Related Services are not included in Prosecution Services, and will only be furnished at the specific request of the City. The following are Additional Prosecution Related Services:

- (1) Criminal appeals whether initiated by the State or the Defendant.
- (2) Criminal records expungements.
- (3) Matters relating to the South Lake Minnetonka Police Department's issuance of firearms permits.
- (4) Administrative citations or prosecution of zoning or other ordinance violations initiated by any City department other than the South Lake Minnetonka Police Department.
- (5) Dangerous or potentially dangerous dog administrative or criminal proceedings.
- (6) Matters relating to the Minnesota Government Data Practices Act.

Legal fees for Additional Prosecution Related Services will be billed monthly at the following hourly rates:

❖ Attorneys	\$ 155.00
❖ Legal Assistants/Law Clerks	\$ 103.00

D. *Monthly Statements:* Attorney will send City a detailed monthly billing statement of the actual hours incurred in providing Prosecution Services and Additional Prosecution Related Services. The billing increment is .1 hour with a minimum of .2.

E. *Costs:* Out-of-pocket costs without mark-up include:

- ❖ Lexis research (only if used for Shorewood matters)
- ❖ photocopies at 20¢ per page
- ❖ color photocopies at 40¢ per page
- ❖ postage of 50¢ or more
- ❖ court related costs (court filing fees, expert witnesses (with prior consent of City), subpoenas, service of process, court reporter fees)
- ❖ conflict attorneys' fees and costs

F. *Payments:* Payments for legal services provided the City shall be made in the manner provided by law. The City will normally pay for services within thirty (30) days of receipt of a statement for services rendered.

4. **INSURANCE.** The Attorney will purchase and maintain insurance to protect Attorney against claims for legal malpractice with policy limits of two million dollars per claim and five million dollars aggregate.

5. **MISCELLANEOUS.**

A. *Annual Presentation to the City Council.* Upon request of the City, the Attorney will provide the City Council with an annual presentation on prosecution activity and updates. The Attorney will provide other reports upon request.

B. *Governing Law.* This Agreement shall be governed by the laws of the State of Minnesota.

C. *Assignment.* The Attorney may not assign or refer any of the legal services to be performed hereunder without the written consent of the Shorewood City Council.

D. *Effective Date.* This Agreement shall become effective upon its execution by the City and the Attorney. This Agreement shall not be modified or amended without the approval in writing of the Shorewood City Council.

Signature page follows.

Dated: _____, 202__.

CITY OF SHOREWOOD

By: _____
Jennifer Labadie, Mayor

And: _____
Sandie Thone, Clerk

Dated: December ___, 2022.

CAMPBELL KNUTSON
Professional Association

By: _____
Elliott B. Knetsch, Vice President

**EXHIBIT A
TO
AGREEMENT FOR LEGAL SERVICES**

SCOPE OF PROSECUTION SERVICES

The Campbell Knutson prosecution team has a recognized excellence in delivering high quality prosecution services. Our prosecution team will provide Shorewood with the following:

General Criminal Prosecution. Campbell Knutson's prosecution team will handle Shorewood's non-felony cases from start to finish. This includes reviewing for charging, drafting formal complaints, all discovery, any pretrial motions, preparation of all notices as required by the Minnesota Rules of Criminal Procedure, all pretrial hearings, and any jury or court trial. We will handle any case initiated by the South Lake Minnetonka Police Department, the Hennepin County Sheriff's Office, the Minnesota State Patrol, the Department of Natural Resources, or any other law enforcement agency where the jurisdiction is the City of Shorewood.

Briefings/Officer Training/Ride-Alongs. Our representation will include our attorneys attending roll-call briefings with officers. We will provide training geared towards new officers but open to all officers three or four times per year. Due to the strong rapport we develop with officers, we are able to educate, inform, and mentor officers, and on occasion offer coaching, especially to new officers, to improve their performance and enhance public safety. Our prosecutors participate in ride-alongs with officers to help understand our client's culture and practices, to gain insight into local and distinctive patrol procedures, and to increase communication with the officers.

Legislative/Case Law Updates. We are committed to providing timely updates to our clients about the important state and federal changes that impact the criminal law and the provision of day-to-day police services, whether the changes arise from new legislation, executive mandates, or judicial decisions. We provide an annual Minnesota Criminal Law Legislative Update.

Availability/Response Time. We take extreme pride in client service. Command staff and officers are always able to reach us, day or night. Communication is the touchstone of a strong relationship. Our prosecutors' cell phone numbers are distributed to all staff. Officers routinely call our prosecutors after normal business hours with questions in the field, and on weekends particularly with respect to the 48-hour hold rule. We are available 24/7 to serve the City's needs.



City of Shorewood Council Meeting Item

Title / Subject: 2022 Truth-in-Taxation Presentation

Meeting Date: December 12, 2022

Prepared by: Joe Rigdon, Finance Director

Reviewed by: Ed Shukle, Interim City Administrator

Attachments: Notable Budget Changes
General Fund 2023 Budget
Shorewood Community & Event Center 2023 Budget
Enterprise Funds 2023 Budgets
Capital Improvement Plan Projects 2023-2037
Resolutions

Policy Consideration: The City Council is required by statute to consider public input at this Truth-In-Taxation meeting prior to adopting the property tax levy and budget for 2023.

The City Council holds a public meeting to allow taxpayers to discuss the budget in general, department budgets, and the amount of property taxes levied by the City of Shorewood.

This meeting is not structured for property owners to discuss individual property values, which were set earlier in the year at the Open Book and Board of Review process held from April through June.

The required elements for the Truth-in-Taxation process are:

1. The proposed property tax levy must be certified to the county auditor by September 30.
2. The public meeting is held at the scheduled time and place indicated on the TNT notice.
3. The proposed budget and property tax levy are discussed at the meeting.
4. The public is invited and allowed to speak and to ask questions concerning the budget and proposed property taxes at the public meeting.
5. The final property tax levy and the final budget are adopted.
6. The final property tax levy may not exceed the preliminary certified property tax levy.
7. The final property tax levy must be certified to the county auditor by no later than December 28.
8. The Certification of Truth in Taxation Compliance form is filed with the Minnesota Department of Revenue after the final property tax levy is adopted, but no later than December 28.

Background: The property tax system's general timeline is as follows:

- January 2, 2022 – A property market value is set for each parcel in the City by the Hennepin County Assessor.
- March, 2022 – Valuation notices are sent to each parcel with the new estimated property value.

Mission Statement: *The City of Shorewood is committed to providing residents quality public services, a healthy environment, a variety of attractive amenities, a sustainable tax base, and sound financial management through effective, efficient, and visionary leadership.*

- April-June, 2022 – Open Book meeting and valuation appeals to the Hennepin County Board of Equalization. This will finalize the value to be used for Truth-in-Taxation estimates and 2023 property taxes.
- July-September, 2022 – City Council discusses the General Fund budget and property tax levy for 2023.
- September 30, 2022 – The preliminary tax levy is certified to Hennepin County.
- November, 2022 – A Truth-in-Taxation parcel-specific notice is mailed to each property owner with the estimated taxes identified for each taxing jurisdiction - County, City, School District, Metropolitan Council, Watershed District, and other minor taxing districts.
- December 12, 2022 – Shorewood City Council holds the Truth-in-Taxation meeting.
- December 12, 2022 – Shorewood City Council adopts a tax levy and budget for 2023.
- December 28, 2022 – Final tax levy is certified to Hennepin County and Certification of Truth in Taxation Compliance form is filed with the Minnesota Department of Revenue.
- May 15, 2023 – 2023 first half taxes are due at Hennepin County.

General Fund Budget & Property Tax Levy:

On September 12, 2022, the City of Shorewood adopted the proposed 2023 General Fund budget. In addition, the city adopted the “2023 Proposed Levy Certification” for submission to the Hennepin County Auditor.

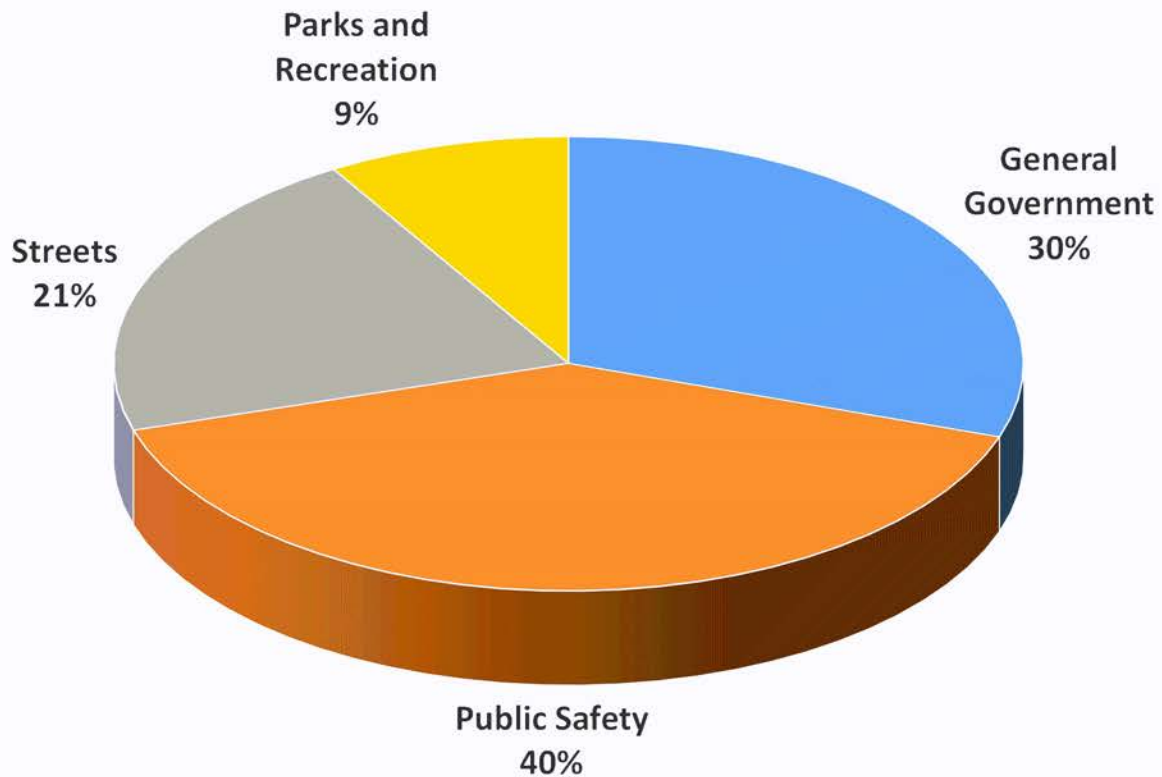
Expenditures:

Overall proposed 2023 General Fund expenditures (excluding transfers out) are preliminarily budgeted at \$5,986,995 or a 2.7% increase from the 2022 General Fund budget. Total transfers out are budgeted at no change in 2023. A change in budget presentation was implemented with the 2021 budget. Through the 2020 budget, the General Fund levied all property taxes, and subsequently made transfers out to other funds, predominately for capital projects. Starting with the 2021 budget, the City levied taxes directly to capital projects and debt service funds, thereby eliminating the need for the transfers out of the General Fund. The Shorewood Community and Event Center will continue to receive annual transfers from the General Fund. The revenues section of the 2023 General Fund budget draft includes a detail of taxes section.

Personnel-related Assumptions:

- One new Light Equipment Operator is included in the 2023 budget, with an allocation of 0.8 FTE in park maintenance, and 0.2 FTE in public works.
- There are no other changes in the number of employees budgeted for 2023.
- Employee 2023 pay step increases are included as applicable.
- An employee cost of living adjustment of 3.0% is included for 2023.
- Health insurance premiums are estimated to increase approximately 5-10% for 2023.
- The employer contribution toward insurance premiums is shown with an increase from \$1,280 per month in 2022 to \$1,380 per month in 2023.

General Fund Expenditures and Transfers Out 2023 Proposed Budget

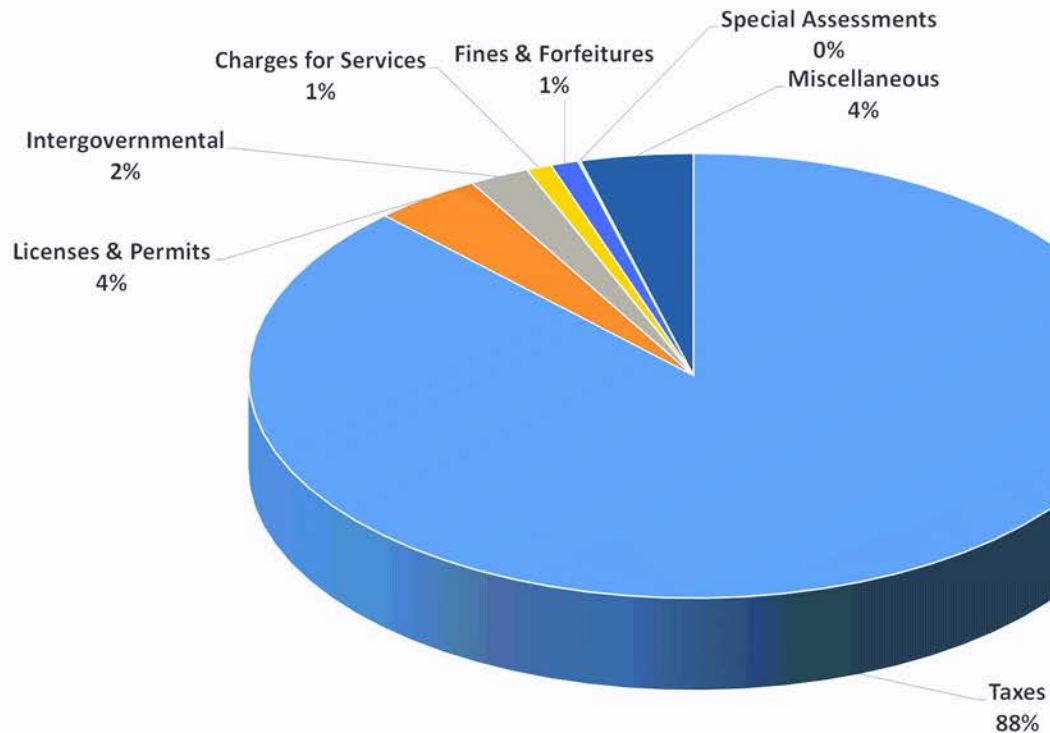


Revenues:

General Fund 2023 revenues (excluding transfers in) are preliminarily budgeted at \$6,064,295 or a 2.7% increase from the 2022 budget. The increase is due to the proposed General Fund taxes increasing in order to cover 2023 expenditure increases. Property taxes account for 88.6% of the 2023 General Fund revenue budget. Non-tax revenues make up 11.4% of the budget and are projected to decrease by 0.7%.

For the 2022 and 2023 budgets, no use of reserves has been included, resulting in structurally balanced budgets. To balance the 2021 General Fund budget, a “use of reserves” of \$193,482 was included, and was based upon projected fund balance at the end of 2020. Due to a combination of revenues being over budget and expenditures being under budget, a use of reserves did not actually occur in 2021 and is also not expected to occur in 2022. It is recommended that the City strive to structurally balance its General Fund budget with revenues equaling expenditures, and without the use of reserves.

General Fund Revenues and Transfers In 2023 Proposed Budget



Property Tax Levy:

The City's 2023 overall preliminary property tax levy of \$6,510,948 is 5.5% higher than the 2022 total levy of \$6,173,291. The General Fund portion of the property tax levy is proposed to increase by \$162,163, or 3.1%, with all other non-General Fund tax levies (capital and debt levies) budgeted to increase \$181,492, or 18.2%.

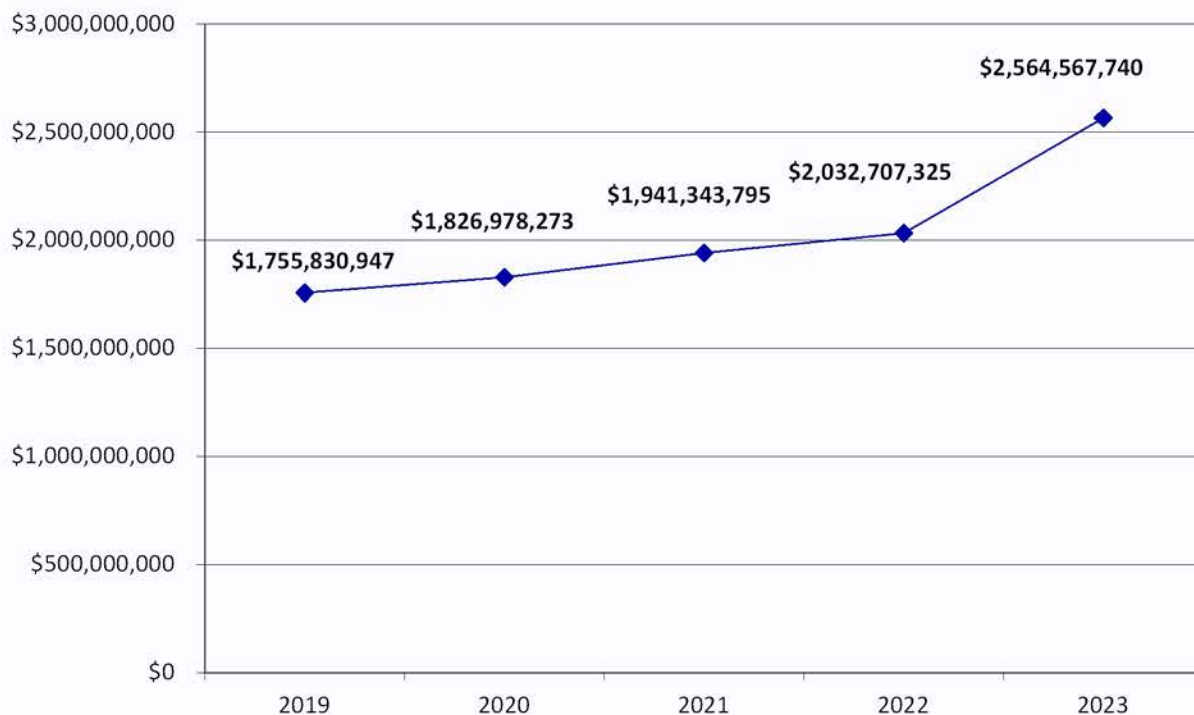
Based on property tax capacity estimates of a 28.2% increase, the City is proposing to decrease the payable 2023 City tax rate by 18.0% from 27.327% in 2022 to 22.410% in 2023.

Preliminary individual fund property tax levies are as follows:

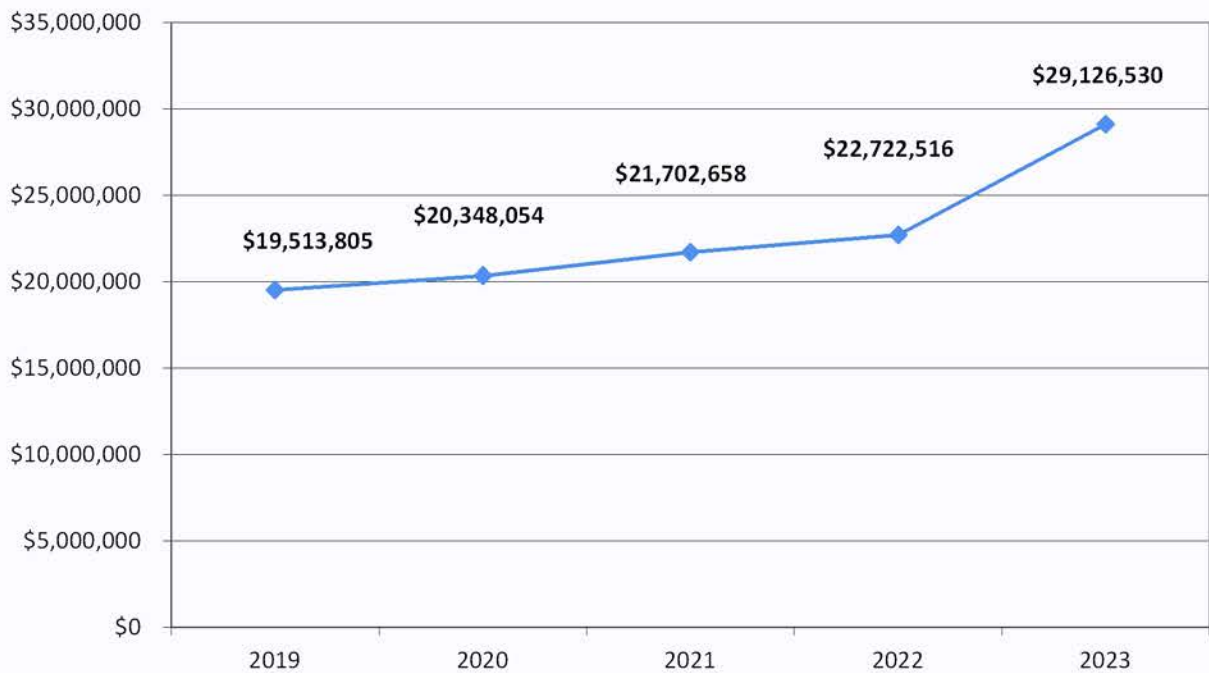
	2022	2023	Change in \$	Change in %
General Fund	\$5,207,853	\$5,370,016	\$162,163	3.1%
Debt Service Funds (EDA):				
2017A Public Project Lease Revenue				
Refunding Bonds	\$96,065	\$0	(\$96,065)	-100.0%
Debt Service Funds (City):				
2020A G.O. Street Reconstruction Bonds	\$232,482	\$230,487	(\$1,995)	-0.9%
2021A G.O. Street Reconstruction Bonds	\$282,891	\$312,806	\$29,915	10.6%
2022A G.O. Street Reconstruction Bonds	\$0	\$228,639	\$228,639	N/A
Capital Project Funds:				
Equipment Replacement	\$118,000	\$123,000	\$5,000	4.2%
Street Improvements	\$118,000	\$123,000	\$5,000	4.2%
Park Improvements	\$118,000	\$123,000	\$5,000	4.2%
	\$6,173,291	\$6,510,948	\$337,657	5.5%

Based on property tax capacity estimates of a 28.2% increase, the City is proposing to decrease the payable 2023 City tax rate by 18.0% from 27.327% in 2022 to 22.410% in 2023.

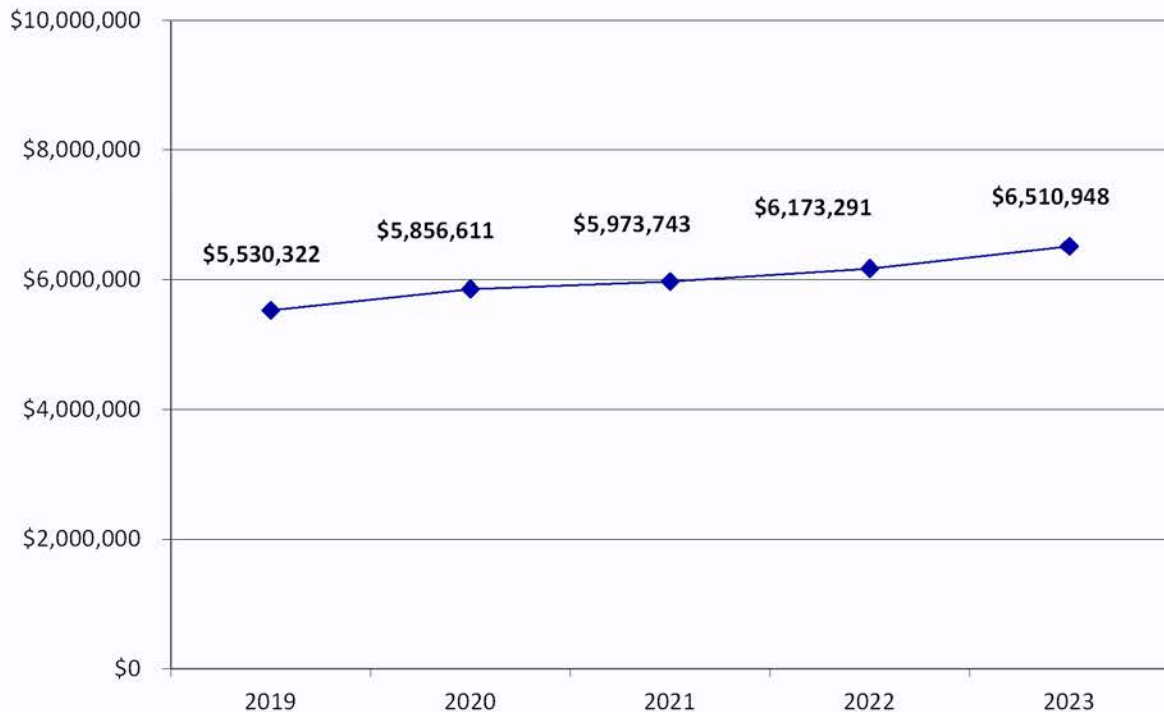
TAXABLE MARKET VALUE



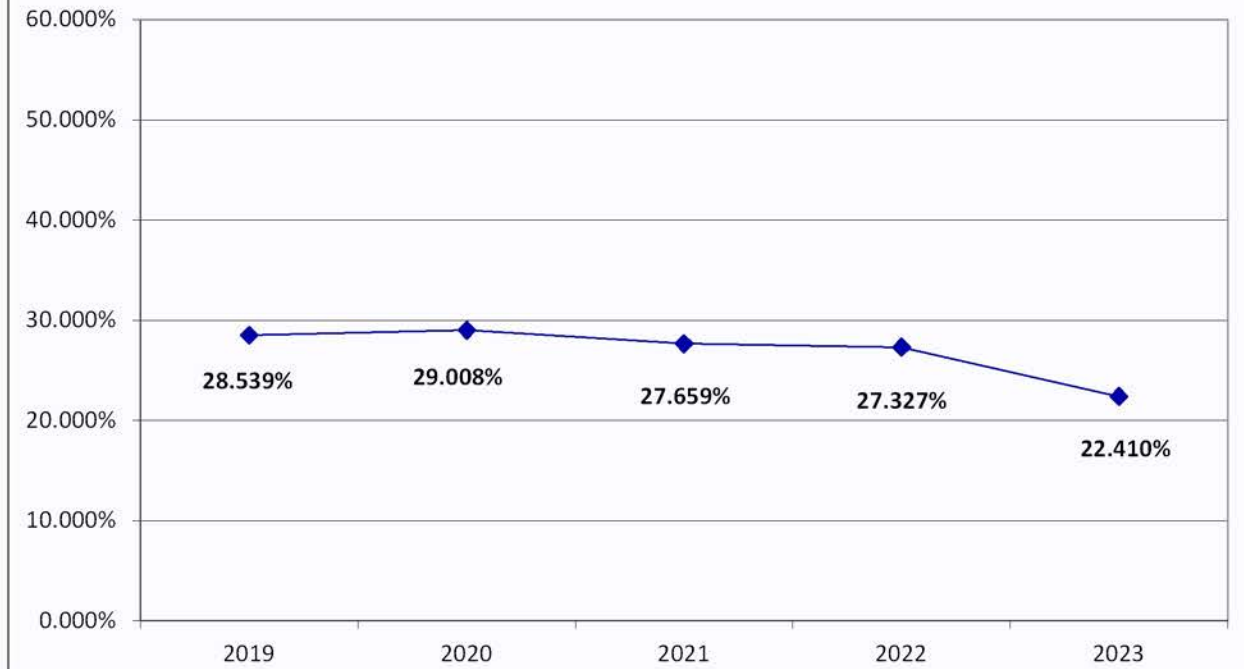
TAX CAPACITY



PROPERTY TAX LEVY



CITY LOCAL TAX CAPACITY RATE



Property owners with no change in market values from payable 2022 to payable 2023 should experience an 18.0% decrease in the City portion of their overall property tax bill. In the event of a market value decrease or increase from payable 2022 to payable 2023, City property taxes would change proportionately.

The following table calculates the property tax impact on residential homesteads that had no market value change from 2022 to 2023:

2023 CITY PROPERTY TAXES (WITH NO MARKET VALUE CHANGE)

Market Value	Tax Capacity	City Local Tax Capacity Rate	City Property Taxes	Property Taxes Increase (Decrease)	Percentage Tax Increase (Decrease)
2023	2023	Pay 2023	2023		
<i>NO CHANGE</i>					
\$200,000	\$1,808	22.410%	\$405	(\$89)	-18.0%
\$400,000	\$3,988	22.410%	\$894	(\$196)	-18.0%
\$600,000	\$6,250	22.410%	\$1,401	(\$307)	-18.0%
\$800,000	\$8,750	22.410%	\$1,961	(\$430)	-18.0%
\$1,000,000	\$11,250	22.410%	\$2,521	(\$553)	-18.0%

The City's overall market value increased by 26.2% from 2022 to 2023, including existing value increases and new construction. The following tables calculate the property tax impact on residential homesteads that had an average market value growth increase of 15.0%, 20.0% and 25.0% for 2023.

2023 CITY PROPERTY TAXES (WITH MARKET VALUE INCREASE)

Market Value		City Local	City	Property	Percentage
2023	Tax	Tax Capacity	Property	Taxes	Tax
INCREASE OF	Capacity	Rate	Taxes	Increase	Increase
15.0%	2023	Pay 2023	2023	(Decrease)	(Decrease)
\$230,000	\$2,135	22.410%	\$478	(\$16)	-3.2%
\$460,000	\$4,600	22.410%	\$1,031	(\$59)	-5.4%
\$690,000	\$7,375	22.410%	\$1,653	(\$55)	-3.2%
\$920,000	\$10,250	22.410%	\$2,297	(\$94)	-3.9%
\$1,150,000	\$13,125	22.410%	\$2,941	(\$133)	-4.3%

2023 CITY PROPERTY TAXES (WITH MARKET VALUE INCREASE)

Market Value		City Local	City	Property	Percentage
2023	Tax	Tax Capacity	Property	Taxes	Tax
INCREASE OF	Capacity	Rate	Taxes	Increase	Increase
20.0%	2023	Pay 2023	2023	(Decrease)	(Decrease)
\$240,000	\$2,244	22.410%	\$503	\$9	1.8%
\$480,000	\$4,800	22.410%	\$1,076	(\$14)	-1.3%
\$720,000	\$7,750	22.410%	\$1,737	\$29	1.7%
\$960,000	\$10,750	22.410%	\$2,409	\$18	0.8%
\$1,200,000	\$13,750	22.410%	\$3,081	\$7	0.2%

2023 CITY PROPERTY TAXES (WITH MARKET VALUE INCREASE)

Market Value		City Local	City	Property	Percentage
2023	Tax	Tax Capacity	Property	Taxes	Tax
INCREASE OF	Capacity	Rate	Taxes	Increase	Increase
25.0%	2023	Pay 2023	2023	(Decrease)	(Decrease)
\$250,000	\$2,353	22.410%	\$527	\$33	6.7%
\$500,000	\$5,000	22.410%	\$1,121	\$31	2.8%
\$750,000	\$8,125	22.410%	\$1,821	\$113	6.6%
\$1,000,000	\$11,250	22.410%	\$2,521	\$130	5.4%
\$1,250,000	\$14,375	22.410%	\$3,222	\$147	4.8%

Level of change to the overall 2023 property tax levy.

The preliminary budget includes a 5.5% increase in the total property tax levy from 2022 to 2023. As described, the tax impact (percentage change in taxes) to homeowners may be different than the 5.5% percentage increase in the total levy. This is due to the spreading of taxes on an increased property tax base. In recent years, the overall property value of the City has increased at a faster rate than the property tax levy, resulting in a slow decline to the local tax rate. For 2023, the decline in the tax rate is significantly more pronounced, due to total market value increasing approximately 26.2%. As can be seen from the previous tables, a 5.5% levy increase results in a \$307 annual property tax decrease on a \$600,000 valued home that experienced no valuation increase. If that same property value increased 15%, the annual property tax decrease would be \$55. If that same property value increased 20%, the annual property tax increase would be \$29, while if that same property value increased by 25%, the annual property tax increase would be \$113.

The City Council adopted a preliminary General Fund budget and 5.5% property tax levy increase on 09/12/22. That information was sent to Hennepin County who used the County Assessor's property values to determine an estimated tax rate for each overlapping jurisdiction. This information was combined with preliminary tax information from other taxing jurisdictions to create a Truth-in-Taxation statement for each property.

Shorewood Community & Event Center Budget:

The SCEC is funded by facility rentals and annual transfers from the General Fund. For 2023, a transfer of \$70,000 is scheduled to assist with operations, and a \$32,300 transfer is projected to assist with building improvements. Staff will evaluate the SCEC expenditures and revenues with the anticipation that the annual transfer may can be reduced in future years.

Enterprise Fund Budgets:

The City maintains and budgets four enterprise funds: Water, Sewer, Storm Water, and Recycling. These funds are supported by user charges/utility fees. In recent years, the financial impact of completing various city street and utility construction projects has been analyzed, and the City Council has approved utility rate increases with a goal to sustain positive utility fund cash balances.

Capital Improvement Plan 2023-2032/2037:

On an annual basis, the City Council adopts a Capital Improvement Plan (CIP). The CIP lists major capital improvements, and the sources to pay for them. Items in the CIP are not mandated, and the Council reviews capital spending throughout the year. The CIP provides an estimation of the timing and cost of future projects.

- Shorewood Community & Event Center (SCEC): Capital items for the SCEC include building improvements and equipment for the Center. Transfers from the General Fund are the planned source to pay for these items.
- Park Improvements: The parks CIP includes funds for parks and playground replacements and improvements. For 2022, the annual levy to the parks fund was \$118,000, and is proposed to

increase to \$123,000 in 2023. Transfers from General Fund reserves may be used to assist in funding park improvements.

- Projects being proposed for 2023 include:
 - Freeman Park Overlay Trails: \$400,000
- Equipment Replacement: The majority of the CIP for equipment replacement pertains to Public Works items, but also includes some administrative technology items. For 2022, the annual levy to the equipment fund was \$118,000, and is proposed to increase to \$123,000 in 2023. Transfers from General Fund reserves may be used to assist in funding equipment replacement. Projects being proposed for 2023 include various vehicles and equipment.
- Street Improvements: City staff has discussed overall infrastructure system recommendations and is proposing the following projects for 2023:
 - Shorewood Lane Ravine (storm)
 - Strawberry Lane (streets, water, sewer, storm water)
 - Strawberry Court (streets, water, sewer)
 - Peach Circle (streets, water, sewer, storm water)
 - Birch Bluff Road (streets, water, sewer, storm water)
 - St. Albans Bay Road (streets)
 - Badger Park Watermain (water)

For 2022, the annual levy to the equipment fund was \$118,000, and is proposed to increase to \$123,000 in 2023.

For each of the applicable proposed street and utility improvement projects, it is assumed that the Water, Sewer, and Stormwater funds will fund associated utility costs. Without financing assistance and beginning in 2020, the Street Improvement fund activities were originally projected to result in a significant fund deficit. In addition, the City's utility funds were projected to be significantly depleted. In order to complete the proposed street and utility projects, Street Reconstruction bonds and utility revenue bonds are proposed to be issued periodically to allow for the spreading of repayments over a period of years. To repay the bonded debt, a combination of annual property tax levies and utility fund rate increases and contributions will be necessary.

- Utility Funds: The Capital Improvement plans for Water, Sewer, and Stormwater funds include equipment, portions of street infrastructure projects, as well as maintenance and preventative maintenance items. In order to finance the improvements, bonded debt with debt service repayments supported by utility revenues and franchise fees will be necessary.

Recommendation / Action Requested: Staff recommends that the City Council hold the public meeting and accept public input on the proposed budget and property tax levy.

Staff additionally recommends that the City Council approves the following resolutions:

- A resolution adopting the 2023 General Fund operating budget and approving the property tax levy collectible in 2023.
- A resolution adopting the 2023 Shorewood Community & Event Center budget and 2023 Enterprise Fund budgets.
- A resolution adopting the 2023-2032 capital improvement plan, and 2023 capital project fund budgets.
 - This adoption is subject to Planning Commission review and determination of compliance with the Comprehensive Plan.

**City of Shorewood
Notable Budget Changes
2022 to 2023**

Department	Account	Budget Change (\$) 2022 to 2023	Comment
<u>GENERAL FUND</u>			
Revenues	Taxes	162,163	3.1% increase to the General Fund portion of the property tax levy; total increase for all levies of 5.5%
Revenues	Municipal State Aid for Streets	6,000	adjust MSA - maintenance funding
Revenues	Miscellaneous Grants	(20,000)	removal of Christmas Lake inspection grant; offset by decrease in exp.
Revenues	Cellular Antenna Revenue	4,000	adjust antenna lease revenue
Council	Part-Time	4,500	new Council compensation
Elections	All	(27,700)	2023 is an off year for elections
Professional Services	Contractual Services	15,000	County assessor fees
Planning	Contractual Services	64,000	code amendments; planning consulting
Municipal Buildings	Maintenance of Equipment	(7,000)	shifted budget from maintenance of equipment to maintenance of buildings
Municipal Buildings	Maintenance of Buildings	7,000	shifted budget from maintenance of equipment to maintenance of buildings
Municipal Buildings	Communications - Voice/Data	6,000	contracted information technology services
Police	Contractual Services	77,095	operating budget increase of \$77,705 or 5.5%
Police	Capital Outlay	(208,947)	capital budget - no debt service in 2023
Fire	Contractual Services	86,035	operating budget increase of \$86,035, or 17.8%
Fire	Capital Outlay	(60,642)	capital budget decrease of \$60,642 or 23.3%
Public Works	Full-Time Regular	15,876	includes 0.2 FTE for a new employee
Public Works	Motor Fuels & Lubricants	5,000	increase in gas prices
Public Works	Maintenance of Buildings	7,000	reside salt shed
Ice & Snow Removal	General Supplies	12,000	ice and snow removal materials
Park Maintenance	Full-Time Regular	45,535	includes 0.8 FTE for a new employee
Park Maintenance	Contractual Services	13,000	integrated pest management plan (increase to \$45,000)

**City of Shorewood
Notable Budget Changes
2022 to 2023**

Department	Account	Budget Change (\$) 2022 to 2023	Comment
<u>Water Fund</u>			
Water	Contractual Services	25,000	water main breaks
<u>Sewer Fund</u>			
Sewer	MCES SAC Charges	91,263	adjust to 2023 Met Council estimate
<u>Storm Water Fund</u>			
Storm Water	MS4 Services	26,000	MS4 services
<u>Recycling Fund</u>			
Recycling	Contractual Services	(26,426)	adjust to 2023 recycling contracted services

General Fund

2023 Budget

Summary

Account Number	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
REVENUES									
TAXES									
TOTAL LEVY			5,973,743	0	6,173,291	0	6,510,948	337,657	5.5%
LESS: NON-GENERAL FUND LEVIES			(1,194,890)	0	(965,438)	0	(1,140,932)	(175,494)	18.2%
Taxes	5,522,014	5,859,652	4,778,853	4,783,987	5,207,853	0	5,370,016	162,163	3.1%
Licenses & Permits	514,891	535,219	232,225	556,916	232,225	338,174	232,225	0	0.0%
Intergovernmental	120,445	740,716	133,000	102,822	129,450	109,366	115,450	(14,000)	-10.8%
Charges for Services	65,656	49,882	52,860	72,546	54,570	33,608	56,570	2,000	3.7%
Fines & Forfeitures	65,575	52,115	60,000	56,978	60,000	51,413	60,000	0	0.0%
Special Assessments	10,822	5,395	5,000	6,432	5,000	2,641	5,000	0	0.0%
Miscellaneous	275,260	272,006	201,000	232,484	218,000	237,463	225,034	7,034	3.2%
TOTAL REVENUES	6,574,663	7,514,985	5,462,938	5,812,165	5,907,098	772,665	6,064,295	157,197	2.7%
OTHER FINANCING SOURCES									
Sales of Capital Assets	0	0	0	0	0	0	0	0	N/A
Transfers In	25,000	25,000	25,000	25,000	25,000	25,000	25,000	0	0.0%
TOTAL OTHER FINANCING SOURCES	25,000	25,000	25,000	25,000	25,000	25,000	25,000	0	0.0%
TOTAL REVENUES AND OTHER FINANCING SOURCES	6,599,663	7,539,985	5,487,938	5,837,165	5,932,098	797,665	6,089,295	157,197	2.6%
EXPENDITURES									
GENERAL GOVERNMENT									
Council	79,283	83,240	88,600	82,924	88,600	62,378	104,151	15,551	17.6%
Administration	469,296	500,607	554,733	526,120	568,730	548,917	599,855	31,125	5.5%
Elections	483	36,783	550	370	29,200	16,341	1,500	(27,700)	-94.9%
Finance	189,457	203,648	210,542	222,309	218,674	210,400	226,125	7,451	3.4%
Professional Services	233,753	238,767	278,000	262,120	279,000	266,750	295,000	16,000	5.7%
Planning	242,068	257,846	266,196	327,931	272,790	260,357	359,603	86,813	31.8%
Municipal Buildings	183,484	203,328	203,200	219,329	249,200	303,469	255,600	6,400	2.6%
TOTAL GENERAL GOVERNMENT	1,397,824	1,524,219	1,601,821	1,641,103	1,706,194	1,668,612	1,841,834	135,640	7.9%
PUBLIC SAFETY									
Police	1,487,082	1,522,180	1,552,548	1,562,530	1,616,070	1,618,469	1,484,218	(131,852)	-8.2%
Fire	678,797	693,325	707,909	706,969	744,907	744,907	770,300	25,393	3.4%
Protective Inspections	243,911	140,558	168,045	155,628	180,510	137,678	180,650	140	0.1%
TOTAL PUBLIC SAFETY	2,409,790	2,356,063	2,428,502	2,425,127	2,541,487	2,501,054	2,435,168	(106,319)	-4.2%

General Fund

2023 Budget

Summary

Account Number	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
<u>STREETS</u>									
Engineer	74,007	166,908	162,000	122,364	162,000	102,211	162,000	0	0.0%
Public Works	821,070	849,209	943,296	824,648	949,187	727,118	982,734	33,548	3.5%
Ice and Snow Removal	148,819	94,486	119,333	123,297	130,218	88,260	140,861	10,643	8.2%
TOTAL STREETS	1,043,896	1,110,603	1,224,629	1,070,309	1,241,405	917,589	1,285,595	44,191	3.6%
<u>PARKS AND RECREATION</u>									
Park Maintenance	193,177	208,457	258,332	214,066	274,040	180,841	348,009	73,969	27.0%
Recreation	58,697	64,145	65,835	58,897	66,672	63,627	76,389	9,717	14.6%
TOTAL PARKS AND RECREATION	251,874	272,602	324,168	272,963	340,713	244,468	424,398	83,686	24.6%
TOTAL EXPENDITURES	5,103,384	5,263,487	5,579,120	5,409,502	5,829,798	5,331,723	5,986,995	157,197	2.7%
<u>OTHER FINANCING USES</u>									
Transfers Out	1,646,305	1,222,415	102,300	102,300	102,300	102,300	102,300	0	0.0%
TOTAL EXPENDITURES AND OTHER FINANCING USES	6,749,689	6,485,902	5,681,420	5,511,802	5,932,098	5,434,023	6,089,295	157,197	2.6%
EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	(150,026)	1,054,083	(193,482)	325,363	(0)	(4,636,358)	(0)	0	N/A

General Fund

2023 Budget

Revenues by Line Item

Account Number	Description	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
REVENUES										
TAXES										
TOTAL LEVY				5,973,743		6,173,291		6,510,948	337,657	5.5%
LESS: NON-GENERAL FUND LEVIES				(1,194,890)		(965,438)		(1,140,932)	(175,494)	18.2%
101-00-3010-0000	CURRENT AD VALOREM TAXES	5,349,102	5,686,368	4,778,853	4,594,776	5,207,853	2,610,432	5,370,016	162,163	3.1%
101-00-3011-0000	DELINQUENT AD VALOREM TAXES	29,195	21,739	0	11,408	0	6,792	0	0	N/A
101-00-3100-0000	FISCAL DISPARITIES	138,969	150,784	0	173,204	0	90,885	0	0	N/A
101-00-3180-0000	OTHER TAXES	0	0	0	0	0	0	0	0	N/A
101-00-3191-0000	PENALTIES & INT. ON AD VALOREM	4,748	761	0	4,599	0	1,699	0	0	N/A
101-00-3192-0000	TAX FORFEIT SALE	0	0	0	0	0	0	0	0	N/A
Total Taxes		5,522,014	5,859,652	4,778,853	4,783,987	5,207,853	2,709,808	5,370,016	162,163	3.1%
LICENSES & PERMITS										
101-00-3211-0000	LIQUOR LICENSES	2,930	2,093	3,500	3,540	3,500	1,430	3,500	0	0.0%
101-00-3212-0000	TOBACCO LICENSES	1,250	1,000	500	2,000	500	1,500	500	0	0.0%
101-00-3215-0000	REFUSE COLLECTION LICENSES	1,475	1,700	1,375	1,500	1,375	225	1,375	0	0.0%
101-00-3216-0000	TREE TRIMMING LICENSES	930	750	500	660	500	390	500	0	0.0%
101-00-3217-0000	RENTAL HOUSING LICENSES	0	0	0	0	0	0	0	0	N/A
101-24-3217-0000	RENTAL HOUSING LICENSES	3,105	2,925	2,400	3,880	2,400	2,035	2,400	0	0.0%
101-00-3218-0000	OTHER BUSINESS LICENSES&PEN	734	884	750	700	750	310	750	0	0.0%
101-00-3219-0000	LAWN FERTILIZER LICENSE	210	210	200	180	200	180	200	0	0.0%
101-00-3221-0000	BUILDING PERMITS	13,162	12,053	0	11,204	0	1,325	0	0	N/A
101-24-3221-0000	BUILDING PERMITS	354,924	383,366	180,000	413,752	180,000	251,014	180,000	0	0.0%
101-00-3222-0000	PLAN CHECK FEES	0	0	0	0	0	0	0	0	N/A
101-24-3222-0000	PLAN CHECK FEES	133,018	126,288	40,000	117,379	40,000	78,364	40,000	0	0.0%
101-00-3223-0000	DOG LICENSES	1,878	1,525	2,000	1,696	2,000	826	2,000	0	0.0%
101-00-3224-0000	FARM ANIMAL PERMIT	150	450	0	150	0	150	0	0	N/A
101-00-3225-0000	HORSE PERMITS	25	25	0	25	0	25	0	0	N/A
101-00-3226-0000	OTHER NON-BUSINESS LICENSES AN	0	0	0	0	0	0	0	0	N/A
101-00-3235-0000	SOLICITOR PERMIT	1,100	1,950	1,000	250	1,000	400	1,000	0	0.0%
Total Licenses & Permits		514,891	535,219	232,225	556,916	232,225	338,174	232,225	0	0.0%
INTERGOVERNMENTAL										
101-00-3314-0000	BULLETPROOF VEST GRANT	0	996	500	2,956	500	0	500	0	0.0%
101-00-3316-0000	FEMA STORM DISASTER AID	0	0	0	0	0	0	0	0	N/A
101-00-3341-0000	LOCAL PERFORMANCE AID	0	0	0	0	0	0	0	0	N/A
101-00-3343-0000	MKT VALUE CREDIT AID	43	51	0	39	0	27	0	0	N/A
101-00-3344-0000	PERA AID	4,751	0	4,750	0	4,750	0	4,750	0	0.0%
101-00-3345-0000	MUNICIPAL STATE AID FOR STREET	97,903	105,859	106,000	97,168	102,000	109,644	108,000	6,000	5.9%
101-00-3348-0000	PRES NOMINATION PRIMARY REIMB	0	7,540	0	0	0	0	0	0	N/A
101-00-3349-0000	CARES ACT ELECTION GRANT	0	5,967	0	0	0	0	0	0	N/A
101-00-3350-0000	CORONAVIRUS RELIEF FUND	0	579,593	0	0	0	0	0	0	N/A
101-00-3362-0000	MISC GRANTS	16,000	38,962	20,000	0	20,000	0	0	(20,000)	-100.0%
101-00-3365-0000	EXCELSIOR ANNEX-DETACH	1,748	1,748	1,750	2,659	2,200	(305)	2,200	0	0.0%
Total Intergovernmental		120,445	740,716	133,000	102,822	129,450	109,366	115,450	(14,000)	-10.8%

General Fund

2023 Budget

Revenues by Line Item

Account Number	Description	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
CHARGES FOR SERVICES										
101-00-3400-0000	CHARGES FOR SERVICES	0	0	0	0	0	0	0	0	N/A
101-00-3410-0000	RENTAL INCOME	0	0	0	0	0	0	0	0	N/A
101-00-3413-0000	ZONING AND SUBDIVISION FEES	19,435	13,294	10,000	21,565	10,000	9,738	10,000	0	0.0%
101-18-3413-0000	ZONING & SUBDIVISION FEES	0	0	0	0	0	0	0	0	N/A
101-00-3414-0000	PASS-THRU CHARGES	225	0	0	(1,010)	0	(30,025)	0	0	N/A
101-00-3415-0000	SALE OF COPIES	490	98	250	1,365	250	695	250	0	0.0%
101-00-3417-0000	SPECIAL ASSESSMENT SEARCHES	100	125	0	75	0	125	0	0	N/A
101-00-3420-0000	ELECTION FILING FEES	0	10	10	0	10	10	10	0	0.0%
101-00-3470-0000	PARK DEDICATION FEES	0	0	0	0	0	0	0	0	N/A
101-00-3471-0000	PARK FEES & RENTALS	38,310	22,907	35,000	30,493	35,000	39,822	35,000	0	0.0%
101-53-3471-0000	PARK FEES & RENTALS	0	(200)	0	0	0	0	0	0	N/A
101-00-3472-0000	TREE SALES	2,674	8,465	3,000	12,110	5,000	8,502	7,000	2,000	40.0%
101-00-3473-0000	PARK PROGRAM FEES	(65)	128	0	945	0	167	0	0	N/A
101-53-3473-0000	PARK PROGRAM FEES	0	0	0	(10)	0	0	0	0	N/A
101-00-3474-0000	ARCTIC FEVER DONATIONS	3,451	3,950	2,500	3,000	2,210	2,500	2,210	0	0.0%
101-53-3476-0000	COMM GARDEN PLOT RENTAL	1,205	1,005	1,200	1,545	1,200	1,340	1,200	0	0.0%
101-53-3478-0000	SAFETY CAMP	(369)	0	500	455	500	(466)	500	0	0.0%
101-53-3479-0000	MUSIC IN THE PARK	0	0	0	0	0	0	0	0	N/A
101-53-3481-0000	GARDEN FAIR	0	0	0	0	0	0	0	0	N/A
101-53-3623-0000	PARK DONATIONS	0	0	0	1,813	0	1,000	0	0	N/A
101-00-3482-0000	Special Event Permit Fees	200	100	400	200	400	200	400	0	0.0%
Total Charges for Services		65,656	49,882	52,860	72,546	54,570	33,608	56,570	2,000	3.7%
FINES & FORFEITURES										
101-00-3510-0000	FINES & FORFEITS	65,575	52,115	60,000	56,978	60,000	51,413	60,000	0	0.0%
101-00-3511-0000	IMPOUND FEES	0	0	0	0	0	0	0	0	N/A
Total Fines & Forfeitures		65,575	52,115	60,000	56,978	60,000	51,413	60,000	0	0.0%
SPECIAL ASSESSMENTS										
101-00-3610-0000	SPECIAL ASSESSMENT-CURRENT	10,822	5,395	5,000	6,432	5,000	2,641	5,000	0	0.0%
101-00-3611-0000	SPECIAL ASSESSMENT-DELINQUENT	0	0	0	0	0	0	0	0	N/A
101-00-3614-0000	SPECIAL ASSESSMENT-INTEREST	0	0	0	0	0	0	0	0	N/A
Total Special Assessments		10,822	5,395	5,000	6,432	5,000	2,641	5,000	0	0.0%
MISCELLANEOUS										
101-00-3620-0000	INTEREST EARNINGS	72,604	36,806	15,000	1,951	12,000	45	10,000	(2,000)	-16.7%
101-00-3623-0000	CONTRIBUTIONS AND DONATIONS	0	0	0	0	0	(460)	0	0	N/A
101-53-3623-0000	PARK DONATIONS	0	1,250	0	0	0	0	0	0	N/A
101-00-3624-0000	REFUNDS & REIMBURSEMENTS	23,362	47,866	15,000	66,020	20,000	20,294	25,000	5,000	25.0%
101-00-3626-0000	DRY HYDRANT CHARGES	0	0	0	0	0	0	0	0	N/A
101-00-3627-0000	CELLULAR ANTENNA REVENUE	178,155	185,478	170,000	163,386	185,000	217,259	189,000	4,000	2.2%
101-00-3630-0000	LEASE REVENUE	0	0	0	0	0	0	0	0	N/A
101-00-3670-0000	MISCELLANEOUS REVENUE	1,139	606	1,000	1,127	1,000	325	1,034	34	3.4%
Total Miscellaneous		275,260	272,006	201,000	232,484	218,000	237,463	225,034	7,034	3.2%

General Fund

2023 Budget

Revenues by Line Item

Account Number	Description	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
TOTAL REVENUES		6,574,663	7,514,985	5,462,938	5,812,165	5,907,098	3,482,473	6,064,295	157,197	2.7%
OTHER FINANCING SOURCES										
101-00-3910-0000	SALES OF CAPITAL ASSETS	0	0	0	0	0	0	0	0	N/A
101-00-3920-0000	TRANSFERS IN	25,000	25,000	25,000	25,000	25,000	25,000	25,000	0	0.0%
TOTAL OTHER FINANCING SOURCES		25,000	25,000	25,000	25,000	25,000	25,000	25,000	0	0.0%
TOTAL REVENUES AND OTHER FINANCING SOURCES		6,599,663	7,539,985	5,487,938	5,837,165	5,932,098	3,507,473	6,089,295	157,197	2.6%
TAXES										
101	GENERAL FUND			4,778,853		5,207,853		5,370,016	162,163	3.1%
201	SCEC - BUILDING			0		0		0	0	N/A
201	SCEC - OPERATIONS			0		0		0	0	N/A
310	CITY HALL DEBT SERVICE			93,090		96,065		0	(96,065)	-100.0%
320	2020A G.O. STREET RECONSTRUCTION BONDS			208,186		232,482		230,487	(1,995)	-0.9%
321	2021A G.O. STREET RECONSTRUCTION BONDS			0		282,891		312,806	29,915	10.6%
322	2022A G.O. STREET RECONSTRUCTION BONDS			0		0		228,639	228,639	N/A
403	EQUIPMENT REPLACEMENT			100,000		118,000		123,000	5,000	4.2%
404	STREET IMPROVEMENTS			693,614		118,000		123,000	5,000	4.2%
402	PARK IMPROVEMENTS			100,000		118,000		123,000	5,000	4.2%
		0	0	5,973,743	0	6,173,291	0	6,510,948	337,657	5.5%
				2.0%		3.3%		5.5%		

General Fund

2023 Budget

Expenditures by Line Item

Account Number	Description	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
<u>EXPENDITURES</u>										
DEPT 11	<u>COUNCIL</u>									
<u>PERSONAL SERVICES</u>										
101-11-4103-0000	PART-TIME	20,600	20,600	21,000	19,625	21,000	18,883	25,500	4,500	21.4%
101-11-4121-0000	PERA CONTRIB - CITY SHARE	0	0	0	0	0	0	0	0	N/A
101-11-4122-0000	FICA CONTRIB - CITY SHARE	1,576	1,576	1,600	1,501	1,600	1,444	1,951	351	21.9%
101-11-4151-0000	WORKERS COMPENSATION	0	0	0	0	0	0	0	0	N/A
	Total Personal Services	22,176	22,176	22,600	21,126	22,600	20,327	27,451	4,851	21.5%
<u>SUPPLIES</u>										
101-11-4245-0000	GENERAL SUPPLIES	4,386	837	2,000	6,379	2,000	3,940	3,000	1,000	50.0%
101-11-4302-0000	CONSULTING FEES	0	0	0	0	0	0	0	0	N/A
	Total Supplies	4,386	837	2,000	6,379	2,000	3,940	3,000	1,000	50.0%
<u>OTHER SERVICES AND CHARGES</u>										
101-11-4331-0000	TRAVEL, CONFERENCE & SCHOOL	7,599	560	3,000	409	3,000	960	3,000	0	0.0%
101-11-4346-0000	EVENTS	0	0	7,500	8,500	7,500	7,000	12,000	4,500	60.0%
101-11-4351-0000	PRINTING AND PUBLISHING	0	0	0	95	0	0	200	200	N/A
101-11-4400-0000	CONTRACTUAL SERVICES	1,154	6,640	8,500	1,509	8,500	560	8,500	0	0.0%
101-11-4410-0000	RENTALS	0	0	0	0	0	0	0	0	N/A
101-11-4433-0000	DUES AND SUBSCRIPTIONS	43,968	44,527	45,000	44,468	45,000	29,591	50,000	5,000	11.1%
101-11-4440-0000	MISC SERVICES/CONTINGENCY	0	0	0	0	0	0	0	0	N/A
101-11-4488-0000	COVID-19 Expenditures	0	8,500	0	438	0	0	0	0	N/A
	Total Other Services and Charges	52,721	60,227	64,000	55,419	64,000	38,111	73,700	9,700	15.2%
	Total Council	79,283	83,240	88,600	82,924	88,600	62,378	104,151	15,551	17.6%

General Fund

2023 Budget

Expenditures by Line Item

Account Number	Description	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
DEPT 13	<u>ADMINISTRATION</u>									
	<u>PERSONAL SERVICES</u>									
101-13-4101-0000	FULL-TIME REGULAR	286,800	314,454	346,776	340,826	364,034	297,623	381,269	17,235	4.7%
101-13-4102-0000	OVERTIME	2,430	621	0	0	0	662	0	0	N/A
101-13-4103-0000	PART-TIME	22,765	30,003	20,166	16,675	19,469	16,950	21,393	1,924	9.9%
101-13-4111-0000	SEVERANCE PAY	0	0	0	0	0	0	0	0	N/A
101-13-4121-0000	PERA CONTRIB - CITY SHARE	23,334	25,845	27,521	26,638	28,763	19,218	30,200	1,437	5.0%
101-13-4122-0000	FICA CONTRIB - CITY SHARE	23,246	25,848	28,071	26,338	29,338	23,243	30,804	1,466	5.0%
101-13-4131-0000	EMPLOYEE INSURANCE - CITY	44,605	45,706	53,275	54,445	56,590	46,134	61,960	5,370	9.5%
101-13-4141-0000	UNEMPLOYMENT COMPENSATION	0	0	0	0	0	0	0	0	N/A
101-13-4151-0000	WORKERS COMPENSATION	3,478	3,022	2,424	3,090	2,536	1,597	3,229	693	27.3%
	Total Personal Services	406,658	445,499	478,233	468,012	500,730	405,427	528,855	28,125	5.6%
	<u>SUPPLIES</u>									
101-13-4200-0000	OFFICE SUPPLIES	5,241	4,669	5,000	3,461	5,000	3,718	5,000	0	0.0%
101-13-4208-0000	POSTAGE	9,325	9,266	11,000	9,750	11,000	7,705	11,000	0	0.0%
101-13-4221-0000	MAINTENANCE OF EQUIPMENT	6,455	4,680	8,500	0	0	0	0	0	N/A
101-13-4245-0000	GENERAL SUPPLIES	870	594	1,000	680	1,000	631	1,000	0	0.0%
	Total Supplies	21,891	19,209	25,500	13,891	17,000	12,054	17,000	0	0.0%
	<u>OTHER SERVICES AND CHARGES</u>									
101-13-4321-0000	COMMUNICATIONS - VOICE/DATA	1,638	0	0	270	0	300	500	500	N/A
101-13-4331-0000	TRAVEL, CONFERENCE & SCHOOL	6,401	1,690	8,500	3,847	8,500	2,824	8,500	0	0.0%
101-13-4351-0000	PRINTING AND PUBLISHING	10,959	8,866	12,500	12,076	12,500	12,044	14,000	1,500	12.0%
101-13-4400-0000	CONTRACTUAL SERVICES	13,024	13,834	18,000	17,388	18,000	107,685	19,000	1,000	5.6%
101-13-4433-0000	DUES AND SUBSCRIPTIONS	8,725	9,605	12,000	10,156	12,000	8,583	12,000	0	0.0%
101-13-4488-0000	COVID-19 Expenditures	0	1,904	0	480	0	0	0	0	N/A
	Total Other Services and Charges	40,747	35,899	51,000	44,217	51,000	131,436	54,000	3,000	5.9%
	Total Administration	469,296	500,607	554,733	526,120	568,730	548,917	599,855	31,125	5.5%

General Fund

2023 Budget

Expenditures by Line Item

Account Number	Description	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
DEPT 14	<u>ELECTIONS</u>									
	<u>PERSONAL SERVICES</u>									
101-14-4107-0000	ELECTION JUDGE	0	20,847	0	0	17,000	14,185	0	(17,000)	-100.0%
	Total Personal Services	0	20,847	0	0	17,000	14,185	0	(17,000)	-100.0%
	<u>SUPPLIES</u>									
101-14-4200-0000	OFFICE SUPPLIES	0	1,387	0	0	1,200	204	0	(1,200)	-100.0%
101-14-4208-0000	ELECTION POSTAGE	296	918	50	376	2,000	0	500	(1,500)	-75.0%
101-14-4221-0000	MAINTENANCE OF EQUIPMENT	187	2,571	500	(6)	3,000	0	500	(2,500)	-83.3%
101-14-4245-0000	GENERAL SUPPLIES	0	3,852	0	0	3,000	1,634	500	(2,500)	-83.3%
	Total Supplies	483	8,728	550	370	9,200	1,838	1,500	(7,700)	-83.7%
	<u>OTHER SERVICES AND CHARGES</u>									
101-14-4331-0000	TRAVEL, CONFERENCE & SCHOOL	0	2,355	0	0	1,000	123	0	(1,000)	-100.0%
101-14-4351-0000	PRINTING AND PUBLISHING	0	415	0	0	1,000	195	0	(1,000)	-100.0%
101-14-4400-0000	CONTRACTUAL SERVICES	0	252	0	0	0	0	0	0	N/A
101-14-4440-0000	MISC SERVICES/CONTINGENCY	0	0	0	0	1,000	0	0	(1,000)	-100.0%
101-14-4488-0000	COVID-19 Expenditures	0	4,186	0	0	0	0	0	0	N/A
	Total Other Services and Charges	0	7,208	0	0	3,000	318	0	(3,000)	-100.0%
	Total Elections	483	36,783	550	370	29,200	16,341	1,500	(27,700)	-94.9%

General Fund

2023 Budget

Expenditures by Line Item

Account Number	Description	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
DEPT 15	<u>FINANCE</u>									
	<u>PERSONAL SERVICES</u>									
101-15-4101-0000	FULL-TIME REGULAR	131,292	137,205	141,858	142,607	146,066	129,212	150,448	4,382	3.0%
101-15-4102-0000	OVERTIME	0	0	0	0	0	0	0	0	N/A
101-15-4103-0000	PART-TIME	0	0	0	0	0	0	0	0	N/A
101-15-4106-0000	OTHER	0	0	0	0	0	0	0	0	N/A
101-15-4111-0000	SEVERANCE PAY	0	0	0	0	0	0	0	0	N/A
101-15-4121-0000	PERA CONTRIB - CITY SHARE	9,847	10,291	10,639	10,696	10,955	9,691	11,284	329	3.0%
101-15-4122-0000	FICA CONTRIB - CITY SHARE	10,045	10,498	10,852	10,902	11,174	9,887	11,509	335	3.0%
101-15-4131-0000	EMPLOYEE INSURANCE - CITY	14,262	15,435	16,214	16,394	17,071	15,865	17,650	579	3.4%
101-15-4141-0000	UNEMPLOYMENT COMPENSATION	0	0	0	0	0	0	0	0	N/A
101-15-4151-0000	WORKERS COMPENSATION	945	851	979	946	1,008	717	1,234	226	22.4%
	Total Personal Services	166,391	174,280	180,542	181,545	186,274	165,372	192,125	5,851	3.1%
	<u>SUPPLIES</u>									
101-15-4200-0000	OFFICE SUPPLIES	121	897	700	1,099	1,000	89	1,000	0	0.0%
101-15-4221-0000	MAINTENANCE OF EQUIPMENT	15,688	17,348	18,000	25,206	19,000	37,757	20,000	1,000	5.3%
101-15-4245-0000	GENERAL SUPPLIES	22	0	0	0	0	0	0	0	N/A
	Total Supplies	15,831	18,245	18,700	26,305	20,000	37,846	21,000	1,000	5.0%
	<u>OTHER SERVICES AND CHARGES</u>									
101-15-4301-0000	AUDITING & ACCOUNTING	0	0	0	0	0	0	0	0	N/A
101-15-4331-0000	TRAVEL, CONFERENCE & SCHOOL	1,229	917	3,500	980	3,500	953	3,000	(500)	-14.3%
101-15-4351-0000	PRINTING AND PUBLISHING	1,716	2,450	2,100	2,455	2,200	1,804	2,300	100	4.5%
101-15-4360-0000	INSURANCE	0	0	0	0	0	0	0	0	N/A
101-15-4400-0000	CONTRACTUAL SERVICES	0	243	1,000	1,464	1,500	326	1,500	0	0.0%
101-15-4433-0000	DUES AND SUBSCRIPTIONS	880	964	1,200	1,015	1,200	915	1,200	0	0.0%
101-15-4440-0000	MISC SERVICES/CONTINGENCY	0	0	0	0	0	0	0	0	N/A
101-15-4450-0000	BANK SERVICE CHARGES	3,410	6,248	3,500	8,395	4,000	3,184	5,000	1,000	25.0%
101-15-4488-0000	COVID-19 Expenditures	0	301	0	150	0	0	0	0	N/A
	Total Other Services and Charges	7,235	11,123	11,300	14,459	12,400	7,182	13,000	600	4.8%
	Total Finance	189,457	203,648	210,542	222,309	218,674	210,400	226,125	7,451	3.4%

General Fund

2023 Budget

Expenditures by Line Item

Account Number	Description	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
DEPT 16	<u>PROFESSIONAL SERVICES</u>									
	<u>SUPPLIES</u>									
101-16-4200-0000	OFFICE SUPPLIES	0	0	0	0	0	0	0	0	N/A
	<u>OTHER SERVICES AND CHARGES</u>									
101-16-4301-0000	AUDITING & ACCOUNTING	30,960	31,635	33,000	32,960	34,000	33,485	35,000	1,000	2.9%
101-16-4304-0000	LEGAL FEES	71,128	61,547	100,000	83,437	100,000	78,265	100,000	0	0.0%
101-16-4400-0000	CONTRACTUAL SERVICES	131,665	140,671	145,000	145,723	145,000	155,000	160,000	15,000	10.3%
101-16-4488-0000	COVID-19 Expenditures	0	4,914	0	0	0	0	0	0	N/A
	Total Other Services and Charges	233,753	238,767	278,000	262,120	279,000	266,750	295,000	16,000	5.7%
	Total Professional Services	233,753	238,767	278,000	262,120	279,000	266,750	295,000	16,000	5.7%

General Fund

2023 Budget

Expenditures by Line Item

Account Number	Description	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
DEPT 18	<u>PLANNING</u>									
	<u>PERSONAL SERVICES</u>									
101-18-4101-0000	FULL-TIME REGULAR	159,099	152,543	189,814	201,638	201,420	177,791	208,781	7,361	3.7%
101-18-4102-0000	OVERTIME	0	0	0	0	0	0	0	0	N/A
101-18-4103-0000	PART-TIME	5,766	11,969	0	196	0	6,718	0	0	N/A
101-18-4106-0000	OTHER	0	0	0	0	0	0	0	0	N/A
101-18-4111-0000	SEVERANCE PAY	0	0	0	0	0	0	0	0	N/A
101-18-4121-0000	PERA CONTRIB - CITY SHARE	11,862	12,082	14,236	15,081	15,106	13,838	15,659	553	3.7%
101-18-4122-0000	FICA CONTRIB - CITY SHARE	12,603	12,523	14,521	14,692	15,409	12,700	15,972	563	3.7%
101-18-4131-0000	EMPLOYEE INSURANCE - CITY	25,557	20,622	26,706	28,291	29,972	30,025	38,502	8,530	28.5%
101-18-4141-0000	UNEMPLOYMENT COMPENSATION	0	0	0	0	0	0	0	0	N/A
101-18-4151-0000	WORKERS COMPENSATION	1,297	1,181	1,019	1,454	1,083	1,249	1,489	406	37.5%
	Total Personal Services	216,184	210,920	246,296	261,352	262,990	242,321	280,403	17,413	6.6%
	<u>SUPPLIES</u>									
101-18-4200-0000	OFFICE SUPPLIES	34	490	100	171	0	482	100	100	N/A
101-18-4208-0000	POSTAGE	44	0	0	19	0	0	0	0	N/A
101-18-4221-0000	MAINTENANCE OF EQUIPMENT	0	0	400	780	400	(274)	400	0	0.0%
101-18-4245-0000	GENERAL SUPPLIES	86	849	200	36	200	96	200	0	0.0%
	Total Supplies	164	1,339	700	1,006	600	304	700	100	16.7%
	<u>OTHER SERVICES AND CHARGES</u>									
101-18-4304-0000	LEGAL FEES	18,622	35,479	5,000	44,423	5,000	6,918	10,000	5,000	100.0%
101-18-4321-0000	COMMUNICATIONS - VOICE/DATA	0	0	0	0	0	0	0	0	N/A
101-18-4331-0000	TRAVEL, CONFERENCE & SCHOOL	1,067	593	2,000	454	2,000	374	2,000	0	0.0%
101-18-4351-0000	PRINTING AND PUBLISHING	1,094	796	1,000	961	1,000	905	1,000	0	0.0%
101-18-4400-0000	CONTRACTUAL SERVICES	3,311	6,457	10,000	18,283	0	8,887	64,000	64,000	N/A
101-18-4433-0000	DUES AND SUBSCRIPTIONS	626	1,378	1,200	1,152	1,200	648	1,500	300	25.0%
101-18-4440-0000	MISC SERVICES/CONTINGENCY	1,000	0	0	0	0	0	0	0	N/A
101-18-4488-0000	COVID-19 Expenditures	0	884	0	300	0	0	0	0	N/A
	Total Other Services and Charges	25,720	45,587	19,200	65,573	9,200	17,732	78,500	69,300	753.3%
	Total Planning	242,068	257,846	266,196	327,931	272,790	260,357	359,603	86,813	31.8%

General Fund

2023 Budget

Expenditures by Line Item

Account Number	Description	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
DEPT 19	<u>MUNICIPAL BUILDINGS</u>									
	<u>SUPPLIES</u>									
101-19-4221-0000	MAINTENANCE OF EQUIPMENT	6,435	5,674	10,000	9,237	25,000	10,524	18,000	(7,000)	-28.0%
101-19-4223-0000	MAINTENANCE OF BUILDINGS	6,141	1,016	10,000	4,635	10,000	675	17,000	7,000	70.0%
101-19-4245-0000	GENERAL SUPPLIES	2,551	2,055	3,000	2,490	3,000	3,137	3,000	0	0.0%
	Total Supplies	15,127	8,745	23,000	16,362	38,000	14,336	38,000	0	0.0%
	<u>OTHER SERVICES AND CHARGES</u>									
101-19-4321-0000	COMMUNICATIONS - VOICE/DATA	50,535	61,871	48,000	67,107	64,000	63,846	70,000	6,000	9.4%
101-19-4331-0000	TRAVEL, CONFERENCE & SCHOOL	15	0	0	0	0	114	0	0	N/A
101-19-4360-0000	INSURANCE	91,396	98,571	100,000	109,779	115,000	198,021	115,000	0	0.0%
101-19-4361-0000	INSURANCE DEDUCTIBLE	0	0	0	0	0	0	0	0	N/A
101-19-4380-0000	UTILITY SERVICES	7,816	8,184	11,000	9,288	11,000	10,661	11,000	0	0.0%
101-19-4400-0000	CONTRACTUAL SERVICES	15,286	16,249	17,000	14,740	17,000	14,792	17,000	0	0.0%
101-19-4410-0000	RENTALS	837	502	1,000	947	1,000	585	1,200	200	20.0%
101-19-4433-0000	DUES AND SUBSCRIPTIONS	685	361	1,000	295	1,000	1,098	1,200	200	20.0%
101-19-4437-0000	TAXES/LICENSES	17	17	100	16	100	16	100	0	0.0%
101-19-4440-0000	MISC SERVICES/CONTINGENCY	20	0	100	0	100	0	100	0	0.0%
101-19-4488-0000	COVID-19 Expenditures	0	7,078	0	795	0	0	0	0	N/A
101-19-4720-0000	FISCAL AGENT FEES	1,750	1,750	2,000	0	2,000	0	2,000	0	0.0%
	Total Other Services and Charges	168,357	194,583	180,200	202,967	211,200	289,133	217,600	6,400	3.0%
	Total Municipal Buildings	183,484	203,328	203,200	219,329	249,200	303,469	255,600	6,400	2.6%
	TOTAL GENERAL GOVERNMENT	1,397,824	1,524,219	1,601,821	1,641,103	1,706,194	1,668,612	1,841,834	135,640	7.9%

General Fund

2023 Budget

Expenditures by Line Item

Account Number	Description	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
DEPT 21	<u>POLICE</u>									
	<u>SUPPLIES</u>									
101-21-4221-0000	MAINTENANCE OF EQUIPMENT	0	3,496	0	2,956	0	0	0	0	N/A
101-21-4245-0000	GENERAL SUPPLIES	0	0	0	0	0	0	0	0	N/A
	Total Supplies	0	3,496	0	2,956	0	0	0	0	N/A
	<u>OTHER SERVICES AND CHARGES</u>									
101-21-4360-0000	INSURANCE	0	0	0	0	0	0	0	0	N/A
101-21-4400-0000	CONTRACTUAL SERVICES	1,270,130	1,306,276	1,347,312	1,353,447	1,404,123	1,406,602	1,481,218	77,095	5.5%
101-21-4440-0000	MISC SERVICES/CONTINGENCY	3,696	513	0	891	3,000	2,920	3,000	0	0.0%
	Total Other Services and Charges	1,273,826	1,306,789	1,347,312	1,354,338	1,407,123	1,409,522	1,484,218	77,095	5.5%
	<u>CAPITAL OUTLAY</u>									
101-21-4620-0000	BUILDINGS & STRUCTURES	213,256	211,895	205,236	205,236	208,947	208,947	0	(208,947)	-100.0%
	Total Police	1,487,082	1,522,180	1,552,548	1,562,530	1,616,070	1,618,469	1,484,218	(131,852)	-8.2%

General Fund

2023 Budget

Expenditures by Line Item

Account Number	Description	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
DEPT 22	<u>FIRE</u>									
	<u>OTHER SERVICES AND CHARGES</u>									
101-22-4400-0000	CONTRACTUAL SERVICES - EXCELSIOR	379,639	394,916	413,085	413,085	457,758	457,758	542,531	84,773	18.5%
101-22-4400-0000	CONTRACTUAL SERVICES - MOUND	26,828	25,029	25,500	24,560	26,391	26,391	27,653	1,262	4.8%
	Total Other Services and Charges	406,467	419,945	438,585	437,645	484,149	484,149	570,184	86,035	17.8%
	<u>CAPITAL OUTLAY</u>									
101-22-4620-0000	BUILDINGS & STRUCTURES	272,330	273,380	269,324	269,324	260,758	260,758	200,116	(60,642)	-23.3%
	Total Fire	678,797	693,325	707,909	706,969	744,907	744,907	770,300	25,393	3.4%

General Fund

2023 Budget

Expenditures by Line Item

Account Number	Description	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
DEPT 24	<u>PROTECTIVE INSPECTIONS</u>									
	<u>PERSONAL SERVICES</u>									
101-24-4101-0000	FULL-TIME REGULAR	169,650	92,325	108,509	90,836	112,264	83,361	108,409	(3,855)	-3.4%
101-24-4102-0000	OVERTIME	0	0	0	0	0	0	0	0	N/A
101-24-4103-0000	PART-TIME	0	0	0	0	0	0	0	0	N/A
101-24-4106-0000	OTHER	0	0	0	0	0	0	0	0	N/A
101-24-4111-0000	SEVERANCE PAY	0	0	0	0	0	0	0	0	N/A
101-24-4121-0000	PERA CONTRIB - CITY SHARE	8,533	6,436	7,815	6,805	8,096	6,252	8,131	35	0.4%
101-24-4122-0000	FICA CONTRIB - CITY SHARE	12,615	7,112	8,301	6,945	8,588	6,365	8,293	(295)	-3.4%
101-24-4131-0000	EMPLOYEE INSURANCE - CITY	18,191	15,330	16,306	16,565	17,228	15,593	19,458	2,230	12.9%
101-24-4141-0000	UNEMPLOYMENT COMPENSATION	0	0	0	0	0	0	0	0	N/A
101-24-4151-0000	WORKERS COMPENSATION	1,025	536	564	590	584	428	759	175	30.0%
	Total Personal Services	210,014	121,739	141,495	121,741	146,760	111,999	145,050	(1,710)	-1.2%
	<u>SUPPLIES</u>									
101-24-4200-0000	OFFICE SUPPLIES	280	697	300	942	300	49	300	0	0.0%
101-24-4212-0000	MOTOR FUELS & LUBRICANTS	0	0	0	0	0	1,081	2,400	2,400	N/A
101-24-4221-0000	MAINTENANCE OF EQUIPMENT	0	0	0	149	0	0	500	500	N/A
101-24-4245-0000	GENERAL SUPPLIES	24	40	100	0	100	0	100	0	0.0%
	Total Supplies	304	737	400	1,091	400	1,130	3,300	2,900	725.0%
	<u>OTHER SERVICES AND CHARGES</u>									
101-24-4303-0000	ENGINEERING FEES	263	36	0	0	0	0	0	0	N/A
101-24-4304-0000	LEGAL FEES	468	0	0	0	0	0	0	0	N/A
101-24-4321-0000	COMMUNICATIONS - VOICE/DATA	0	0	0	315	0	451	500	500	N/A
101-24-4331-0000	TRAVEL, CONFERENCE & SCHOOL	4,072	2,459	3,500	2,787	3,500	874	1,200	(2,300)	-65.7%
101-24-4351-0000	PRINTING AND PUBLISHING	470	143	500	0	0	0	0	0	N/A
101-24-4400-0000	CONTRACTUAL SERVICES	28,120	13,755	22,000	28,945	29,700	22,693	30,000	300	1.0%
101-24-4433-0000	DUES AND SUBSCRIPTIONS	200	1,037	150	599	150	531	600	450	300.0%
101-24-4488-0000	COVID-19 Expenditures	0	652	0	150	0	0	0	0	N/A
	Total Other Services and Charges	33,593	18,082	26,150	32,796	33,350	24,549	32,300	(1,050)	-3.1%
	Total Protective Inspections	243,911	140,558	168,045	155,628	180,510	137,678	180,650	140	0.1%
	TOTAL PUBLIC SAFETY	2,409,790	2,356,063	2,428,502	2,425,127	2,541,487	2,501,054	2,435,168	(106,319)	-4.2%

General Fund

2023 Budget

Expenditures by Line Item

Account Number	Description	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
DEPT 31	<u>CITY ENGINEER</u>									
	<u>SUPPLIES</u>									
101-31-4200-0000	OFFICE SUPPLIES	34	0	0	0	0	0	0	0	N/A
101-31-4221-0000	MAINTENANCE OF EQUIPMENT	0	0	0	0	0	0	0	0	N/A
101-31-4245-0000	GENERAL SUPPLIES	0	0	0	0	0	73	0	0	N/A
	Total Supplies	34	0	0	0	0	73	0	0	N/A
	<u>OTHER SERVICES AND CHARGES</u>									
101-31-4303-0000	ENGINEERING FEES	29,780	32,866	162,000	122,294	162,000	101,985	162,000	0	0.0%
101-31-4321-0000	COMMUNICATIONS - VOICE/DATA	0	0	0	0	0	0	0	0	N/A
101-31-4331-0000	TRAVEL, CONFERENCE & SCHOOL	0	0	0	50	0	0	0	0	N/A
101-31-4351-0000	PRINTING AND PUBLISHING	0	0	0	0	0	0	0	0	N/A
101-31-4400-0000	CONTRACTUAL SERVICES	44,146	133,894	0	20	0	153	0	0	N/A
101-31-4410-0000	RENTALS	0	0	0	0	0	0	0	0	N/A
101-31-4433-0000	DUES AND SUBSCRIPTIONS	47	148	0	0	0	0	0	0	N/A
	Total Other Services and Charges	73,973	166,908	162,000	122,364	162,000	102,138	162,000	0	0.0%
	Total City Engineer	74,007	166,908	162,000	122,364	162,000	102,211	162,000	0	0.0%

General Fund

2023 Budget

Expenditures by Line Item

Account Number	Description	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
DEPT 32	<u>PUBLIC WORKS</u>									
	<u>PERSONAL SERVICES</u>									
101-32-4101-0000	FULL-TIME REGULAR	341,402	394,688	379,978	412,779	393,380	334,591	409,256	15,876	4.0%
101-32-4102-0000	OVERTIME	6,453	7,464	3,000	2,954	3,000	6,883	3,000	0	0.0%
101-32-4103-0000	PART-TIME	0	0	0	0	0	0	0	0	N/A
101-32-4104-0000	TEMPORARY REGULAR	0	0	0	0	0	0	0	0	N/A
101-32-4105-0000	STREET PAGER PAY	9,474	8,538	9,500	5,599	9,500	6,249	8,500	(1,000)	-10.5%
101-32-4106-0000	OTHER	0	0	0	0	0	0	0	0	N/A
101-32-4111-0000	SEVERANCE PAY	0	0	0	0	0	0	0	0	N/A
101-32-4121-0000	PERA CONTRIB - CITY SHARE	23,441	30,484	29,436	30,368	30,442	24,426	31,557	1,115	3.7%
101-32-4122-0000	FICA CONTRIB - CITY SHARE	25,760	29,342	30,024	28,889	31,050	26,791	32,188	1,138	3.7%
101-32-4131-0000	EMPLOYEE INSURANCE - CITY	65,146	69,850	66,308	66,302	69,114	51,388	66,309	(2,805)	-4.1%
101-32-4141-0000	UNEMPLOYMENT COMPENSATION	100	150	0	0	0	0	0	0	N/A
101-32-4151-0000	WORKERS COMPENSATION	28,957	26,766	32,550	29,284	33,701	20,308	42,225	8,524	25.3%
	Total Personal Services	500,733	567,282	550,796	576,175	570,187	470,636	593,034	22,848	4.0%
	<u>SUPPLIES</u>									
101-32-4200-0000	OFFICE SUPPLIES	99	522	400	161	400	1,510	400	0	0.0%
101-32-4208-0000	POSTAGE	0	9	0	0	0	19	0	0	N/A
101-32-4212-0000	MOTOR FUELS & LUBRICANTS	44,845	29,093	41,000	39,395	41,000	38,236	46,000	5,000	12.2%
101-32-4221-0000	MAINTENANCE OF EQUIPMENT	19,029	15,862	25,000	18,041	25,000	43,603	25,000	0	0.0%
101-32-4223-0000	MAINTENANCE OF BUILDINGS	4,622	2,330	10,000	6,543	10,000	6,001	17,000	7,000	70.0%
101-32-4240-0000	SMALL TOOLS/MINOR EQUIPMENT	1,073	2,393	3,500	406	3,500	2,022	3,500	0	0.0%
101-32-4245-0000	GENERAL SUPPLIES	13,509	18,739	16,000	17,920	17,000	12,006	19,000	2,000	11.8%
101-32-4250-0000	ROAD MAINT MATERIALS	82,294	67,891	85,000	18,051	85,000	31,451	80,000	(5,000)	-5.9%
	Total Supplies	165,471	136,839	180,900	100,517	181,900	134,848	190,900	9,000	4.9%
	<u>OTHER SERVICES AND CHARGES</u>									
101-32-4303-0000	ENGINEERING FEES	143	285	0	0	0	33	0	0	N/A
101-32-4305-0000	DRUG TESTING	568	1,034	1,000	1,313	1,200	691	1,200	0	0.0%
101-32-4321-0000	COMMUNICATIONS - VOICE/DATA	6,665	6,895	5,000	7,722	5,000	5,386	5,000	0	0.0%
101-32-4331-0000	TRAVEL, CONFERENCE & SCHOOL	2,546	973	7,500	597	7,500	2,063	7,500	0	0.0%
101-32-4351-0000	PRINTING AND PUBLISHING	0	0	0	0	300	0	0	(300)	-100.0%
101-32-4380-0000	UTILITY SERVICES	8,866	10,958	12,000	9,206	12,000	9,279	12,000	0	0.0%
101-32-4399-0000	UTILITIES-STREET LIGHTS	36,976	39,241	42,000	42,427	42,000	42,665	40,000	(2,000)	-4.8%
101-32-4400-0000	CONTRACTUAL SERVICES	93,661	81,666	140,000	84,019	125,000	60,356	129,000	4,000	3.2%
101-32-4410-0000	RENTALS	2,308	329	1,400	26	1,400	0	1,400	0	0.0%
101-32-4433-0000	DUES AND SUBSCRIPTIONS	2,209	401	1,700	1,693	1,700	193	1,700	0	0.0%
101-32-4437-0000	TAXES/LICENSES	599	676	1,000	885	1,000	968	1,000	0	0.0%
101-32-4440-0000	MISC SERVICES/CONTINGENCY	325	0	0	0	0	0	0	0	N/A
101-32-4488-0000	COVID-19 Expenditures	0	2,630	0	68	0	0	0	0	N/A
	Total Other Services and Charges	154,866	145,088	211,600	147,956	197,100	121,634	198,800	1,700	0.9%
	Total Public Works	821,070	849,209	943,296	824,648	949,187	727,118	982,734	33,548	3.5%

General Fund

2023 Budget

Expenditures by Line Item

Account Number	Description	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
DEPT 33	<u>ICE AND SNOW REMOVAL</u>									
	<u>PERSONAL SERVICES</u>									
101-33-4101-0000	FULL-TIME REGULAR	58,680	33,234	35,331	39,291	36,600	31,870	36,343	(257)	-0.7%
101-33-4102-0000	OVERTIME	7,734	8,918	8,000	7,785	8,000	6,926	8,000	0	0.0%
101-33-4103-0000	PART-TIME	568	700	800	0	0	0	0	0	N/A
101-33-4106-0000	OTHER	0	0	0	0	0	0	0	0	N/A
101-33-4111-0000	SEVERANCE PAY	0	0	0	0	0	0	0	0	N/A
101-33-4121-0000	PERA CONTRIB - CITY SHARE	4,613	3,132	3,310	3,531	3,345	2,774	3,326	(19)	-0.6%
101-33-4122-0000	FICA CONTRIB - CITY SHARE	4,485	2,968	3,376	3,169	3,412	2,688	3,392	(20)	-0.6%
101-33-4131-0000	EMPLOYEE INSURANCE - CITY	6,594	6,285	7,016	6,883	7,283	5,397	5,930	(1,353)	-18.6%
101-33-4141-0000	UNEMPLOYMENT COMPENSATION	0	0	0	0	0	0	0	0	N/A
101-33-4151-0000	WORKERS COMPENSATION	5,364	2,232	2,300	3,085	2,378	2,314	2,670	292	12.3%
	Total Personal Services	88,038	57,469	60,133	63,744	61,018	51,969	59,661	(1,357)	-2.2%
	<u>SUPPLIES</u>									
101-33-4245-0000	GENERAL SUPPLIES	60,781	37,017	58,000	59,553	68,000	36,291	80,000	12,000	17.6%
	<u>OTHER SERVICES AND CHARGES</u>									
101-33-4331-0000	TRAVEL, CONFERENCE & SCHOOL	0	0	1,200	0	1,200	0	1,200	0	0.0%
	Total Ice and Snow Removal	148,819	94,486	119,333	123,297	130,218	88,260	140,861	10,643	8.2%
	TOTAL STREETS	1,043,896	1,110,603	1,224,629	1,070,309	1,241,405	917,589	1,285,595	44,191	3.6%

General Fund

2023 Budget

Expenditures by Line Item

Account Number	Description	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
DEPT 52	<u>PARK MAINTENANCE</u>									
	<u>PERSONAL SERVICES</u>									
101-52-4101-0000	FULL-TIME REGULAR	88,195	82,455	113,972	91,257	117,400	83,022	162,935	45,535	38.8%
101-52-4102-0000	OVERTIME	0	0	1,500	0	1,500	0	1,500	0	0.0%
101-52-4103-0000	PART-TIME	4,879	8,634	10,000	8,372	10,000	0	10,000	0	0.0%
101-52-4104-0000	TEMPORARY REGULAR	0	0	0	0	0	0	0	0	N/A
101-52-4106-0000	OTHER	0	0	0	0	0	0	0	0	N/A
101-52-4111-0000	SEVERANCE PAY	0	0	0	0	0	0	0	0	N/A
101-52-4121-0000	PERA CONTRIB - CITY SHARE	6,600	6,159	8,661	6,845	8,918	5,999	12,333	3,415	38.3%
101-52-4122-0000	FICA CONTRIB - CITY SHARE	7,147	6,992	9,599	7,547	9,861	6,207	13,345	3,484	35.3%
101-52-4131-0000	EMPLOYEE INSURANCE - CITY	19,123	20,544	21,230	21,447	22,207	16,224	29,003	6,796	30.6%
101-52-4141-0000	UNEMPLOYMENT COMPENSATION	0	0	0	0	0	0	0	0	N/A
101-52-4151-0000	WORKERS COMPENSATION	7,243	5,737	6,121	6,523	6,305	4,409	4,844	(1,461)	-23.2%
	Total Personal Services	133,187	130,521	171,082	141,991	176,190	115,861	233,959	57,769	32.8%
	<u>SUPPLIES</u>									
101-52-4208-0000	POSTAGE	0	0	0	0	0	0	0	0	N/A
101-52-4221-0000	MAINTENANCE OF EQUIPMENT	16	0	6,000	150	6,000	172	6,000	0	0.0%
101-52-4223-0000	MAINTENANCE OF BUILDINGS	827	10,287	10,000	2,379	10,000	477	10,000	0	0.0%
101-52-4240-0000	SMALL TOOLS/MINOR EQUIPMENT	529	274	1,100	743	1,200	103	1,200	0	0.0%
101-52-4245-0000	GENERAL SUPPLIES	4,264	7,889	9,500	7,552	9,500	5,729	9,500	0	0.0%
101-52-4247-0000	TREES PURCHASED	0	9,987	600	13,298	10,000	9,938	10,000	0	0.0%
	Total Supplies	5,636	28,437	27,200	24,122	36,700	16,419	36,700	0	0.0%
	<u>OTHER SERVICES AND CHARGES</u>									
101-52-4302-0000	CONSULTING FEES	0	0	0	0	0	0	0	0	
101-52-4303-0000	ENGINEERING FEES	0	288	1,000	0	2,000	0	5,000	3,000	150.0%
101-52-4304-0000	LEGAL FEES	0	0	0	0	0	198	0	0	N/A
101-52-4321-0000	COMMUNICATIONS - VOICE/DATA	2,627	2,278	1,750	2,696	1,750	1,976	1,750	0	0.0%
101-52-4331-0000	TRAVEL, CONFERENCE & SCHOOL	0	0	500	192	500	0	1,200	700	140.0%
101-52-4351-0000	PRINTING AND PUBLISHING	323	170	400	0	400	0	400	0	0.0%
101-52-4380-0000	UTILITY SERVICES	8,212	7,248	9,000	7,298	9,000	7,889	8,000	(1,000)	-11.1%
101-52-4400-0000	CONTRACTUAL SERVICES	28,811	24,747	32,000	22,095	32,000	22,593	45,000	13,000	40.6%
101-52-4401-0000	LAKE MINNETONKA TREATMENT	0	0	5,000	0	5,000	0	5,000	0	0.0%
101-52-4402-0000	CHRISTMAS LAKE AIS INSPECTIONS	5,000	5,000	5,000	5,000	5,000	5,000	5,000	0	0.0%
101-52-4410-0000	RENTALS	9,015	9,733	5,000	10,672	5,100	10,402	6,000	900	17.6%
101-52-4433-0000	DUES AND SUBSCRIPTIONS	0	35	400	0	400	503	0	(400)	-100.0%
101-52-4440-0000	MISC SERVICES/CONTINGENCY	366	0	0	0	0	0	0	0	N/A
	Total Other Services and Charges	54,354	49,499	60,050	47,953	61,150	48,561	77,350	16,200	26.5%
	Total Park Maintenance	193,177	208,457	258,332	214,066	274,040	180,841	348,009	73,969	27.0%

General Fund

2023 Budget

Expenditures by Line Item

Account Number	Description	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
DEPT 53	RECREATION									
	PERSONAL SERVICES									
101-53-4101-0000	FULL-TIME REGULAR	31,374	35,330	31,108	38,947	32,032	41,908	35,635	3,603	11.2%
101-53-4102-0000	OVERTIME	0	0	300	0	300	0	0	(300)	-100.0%
101-53-4103-0000	PART-TIME	5,450	7,644	8,000	0	8,000	66	8,000	0	0.0%
101-53-4121-0000	PERA CONTRIB - CITY SHARE	2,353	2,649	2,356	2,921	2,425	2,358	2,673	249	10.2%
101-53-4122-0000	FICA CONTRIB - CITY SHARE	2,787	3,254	3,015	2,928	3,085	3,209	3,338	253	8.2%
101-53-4131-0000	EMPLOYEE INSURANCE - CITY	563	582	1,080	398	879	350	6,624	5,745	653.6%
101-53-4141-0000	UNEMPLOYMENT COMPENSATION	0	266	0	0	0	0	0	0	N/A
101-53-4151-0000	WORKERS COMPENSATION	1,827	1,661	827	1,989	852	1,377	1,019	167	19.6%
	Total Personal Services	44,354	51,386	46,685	47,183	47,572	49,268	57,289	9,717	20.4%
	SUPPLIES									
101-53-4245-0000	GENERAL SUPPLIES	517	1,075	1,000	914	1,000	959	1,000	0	0.0%
101-53-4246-0000	PROGRAM SUPPLIES	0	24	1,000	0	1,000	25	1,000	0	0.0%
101-53-4248-0000	OTHER PROGRAMS FEE	4,577	3,855	5,000	7,928	5,000	5,989	5,000	0	0.0%
	Total Supplies	5,094	4,954	7,000	8,842	7,000	6,973	7,000	0	0.0%
	OTHER SERVICES AND CHARGES									
101-53-4321-0000	COMMUNICATIONS - VOICE/DATA	0	0	0	0	0	0	0	0	N/A
101-53-4331-0000	TRAVEL, CONFERENCE & SCHOOL	0	230	250	0	250	0	250	0	0.0%
101-53-4351-0000	PRINTING AND PUBLISHING	1,536	680	1,500	1,560	1,500	445	1,500	0	0.0%
101-53-4400-0000	CONTRACTUAL SERVICES	0	120	1,000	100	900	0	900	0	0.0%
101-53-4433-0000	DUES AND SUBSCRIPTIONS	200	315	300	254	350	0	350	0	0.0%
101-53-4437-0000	TAXES/LICENSES	0	0	0	0	0	0	0	0	N/A
101-53-4438-0000	OKTOBERFEST	1,873	0	2,000	0	2,000	1,269	2,000	0	0.0%
101-53-4441-0000	ARCTIC FEVER PROGRAMS	5,640	6,436	7,100	958	7,100	5,672	7,100	0	0.0%
101-53-4442-0000	SNOW PRINCESS TEA PARTY	0	0	0	0	0	0	0	0	N/A
101-53-4488-0000	COVID-19 Expenditures	0	24	0	0	0	0	0	0	N/A
101-53-4450-0000	BANK SERVICE CHARGES	0	0	0	0	0	0	0	0	N/A
	Total Other Services and Charges	9,249	7,805	12,150	2,872	12,100	7,386	12,100	0	0.0%
	Total Recreation	58,697	64,145	65,835	58,897	66,672	63,627	76,389	9,717	14.6%
	TOTAL PARKS AND RECREATION	251,874	272,602	324,168	272,963	340,713	244,468	424,398	83,686	24.6%
	TOTAL EXPENDITURES	5,103,384	5,263,487	5,579,120	5,409,502	5,829,798	5,331,723	5,986,995	157,197	2.7%

General Fund

2023 Budget

Expenditures by Line Item

Account Number	Description	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
OTHER FINANCING USES										
TRANSFERS OUT										
101-00-4820-0000	SOUTHSHORE CENTER - BUILDING	49,800	32,300	32,300	32,300	32,300	32,300	32,300	0	0.0%
101-11-4820-0000	SOUTHSHORE CENTER - OPERATIONS	70,000	70,000	70,000	70,000	70,000	70,000	70,000	0	0.0%
101-19-4820-0000	CITY HALL DEBT SERVICE	92,005	95,115	0	0	0	0	0	0	N/A
101-32-4820-0000	EQUIPMENT REPLACEMENT	172,500	95,000	0	0	0	0	0	0	N/A
101-32-4820-0000	STREET IMPROVEMENTS	810,000	835,000	0	0	0	0	0	0	N/A
101-53-4820-0000	PARK IMPROVEMENTS	222,000	95,000	0	0	0	0	0	0	N/A
101-00-4820-0000	STORM WATER - MANOR PARK POND	230,000	0	0	0	0	0	0	0	N/A
Total Transfers Out		1,646,305	1,222,415	102,300	102,300	102,300	102,300	102,300	0	0.0%
TOTAL EXPENDITURES AND OTHER FINANCING USES		6,749,689	6,485,902	5,681,420	5,511,802	5,932,098	5,434,023	6,089,295	157,197	2.6%

Shorewood Community & Event Center
2023 Budget

Account Number	Description	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
FUND 201	Shorewood Community & Event Center									
<u>REVENUE</u>										
201-00-3410-0000	RENTAL INCOME	56,980	18,371	55,000	35,439	55,000	39,457	55,000	0	0.0%
201-00-3471-0000	PARK FEES & RENTALS	0	0	0	0	0	0	0	0	N/A
201-00-3473-0000	EVENT PROGRAM FEES	25	50	500	85	500	96	500	0	0.0%
201-00-3477-0000	METRO DINING CARDS	2,500	195	2,500	1,035	2,500	1,600	2,500	0	0.0%
201-00-3480-0000	PROGRAM (CLASS) FEES	(87)	1,374	1,500	135	1,500	105	1,500	0	0.0%
201-00-3620-0000	INTEREST EARNINGS	2,761	1,093	0	8	0	0	0	0	N/A
201-00-3623-0000	CONTRIBUTIONS AND DONATIONS	385	110	0	0	0	100	0	0	N/A
201-00-3670-0000	MISCELLANEOUS REVENUE	15	0	500	0	0	48	0	0	N/A
201-00-3920-0000	TRANSFERS IN	119,800	102,300	102,300	102,300	102,300	102,300	102,300	0	0.0%
	REVENUE Totals:	182,379	123,493	162,300	139,002	161,800	143,706	161,800	0	0.0%
<u>EXPENDITURES</u>										
<u>PERSONAL SERVICES</u>										
201-00-4101-0000	FULL-TIME REGULAR	35,297	39,300	46,663	40,379	48,048	55,932	44,541	(3,507)	-7.3%
201-00-4102-0000	OVERTIME	2,130	534	4,000	41	2,000	361	2,000	0	0.0%
201-00-4103-0000	PART-TIME	9,989	8,596	11,500	9,091	11,500	10,044	11,500	0	0.0%
201-00-4121-0000	PERA CONTRIB - CITY SHARE	2,647	3,242	3,800	3,371	3,754	3,565	3,491	(263)	-7.0%
201-00-4122-0000	FICA CONTRIB - CITY SHARE	3,412	3,663	4,756	3,785	4,709	5,080	4,440	(269)	-5.7%
201-00-4131-0000	EMPLOYEE INSURANCE - CITY	422	874	1,620	597	1,318	525	9,936	8,618	653.9%
201-00-4151-0000	WORKERS COMPENSATION	2,498	2,206	1,241	2,404	1,278	1,917	1,274	(4)	-0.3%
	Total Personal Services	56,395	58,415	73,580	59,668	72,607	77,424	77,182	4,575	6.3%
<u>SUPPLIES</u>										
201-00-4200-0000	OFFICE SUPPLIES	919	394	400	188	400	75	400	0	0.0%
201-00-4223-0000	MAINTENANCE OF BUILDINGS	5,925	1,908	3,000	5,959	3,000	4,678	3,000	0	0.0%
201-00-4245-0000	GENERAL SUPPLIES	6,477	2,188	3,000	1,035	3,000	2,740	2,500	(500)	-16.7%
201-00-4246-0000	EVENT SUPPLIES EXPENSE	617	481	500	0	500	0	500	0	0.0%
201-00-4247-0000	COMMUNITY EVENT EXPENSE	2,000	0	2,000	2,000	2,000	3,000	2,000	0	0.0%
201-00-4248-0000	PROGRAM (CLASS) EXPENSES	7,479	4,570	9,000	6,427	9,000	7,085	7,000	(2,000)	-22.2%
	Total Supplies	23,417	9,541	17,900	15,609	17,900	17,578	15,400	(2,500)	-14.0%
<u>OTHER SERVICES AND CHARGES</u>										
201-00-4302-0000	CONSULTING FEES	0	0	0	0	0	0	0	0	N/A
201-00-4304-0000	LEGAL FEES	0	0	0	0	0	0	0	0	N/A
201-00-4321-0000	COMMUNICATIONS - VOICE/DATA	5,929	3,069	5,000	7,126	5,000	1,566	5,000	0	0.0%
201-00-4331-0000	TRAVEL, CONFERENCE & SCHOOL	24	36	200	19	200	242	200	0	0.0%
201-00-4351-0000	PRINTING AND PUBLISHING	1,529	876	3,500	851	3,500	1,197	3,500	0	0.0%
201-00-4360-0000	INSURANCE	0	0	0	0	0	0	0	0	N/A
201-00-4380-0000	UTILITY SERVICES	9,729	8,660	11,000	10,083	11,000	10,639	11,000	0	0.0%
201-00-4400-0000	CONTRACTUAL SERVICES	16,736	13,729	15,000	14,517	15,000	12,639	15,000	0	0.0%

Shorewood Community & Event Center
2023 Budget

Account Number	Description	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
201-00-4433-0000	DUES AND SUBSCRIPTIONS	521	408	500	482	500	390	500	0	0.0%
201-00-4437-0000	TAXES/LICENSES	823	868	1,200	869	1,200	886	1,200	0	0.0%
201-00-4440-0000	MISC SERVICES	0	0	1,000	0	1,000	0	1,000	0	0.0%
201-00-4441-0000	ARCTIC FEVER PROGRAMS	0	0	0	0	0	0	0	0	N/A
201-00-4488-0000	COVID-19 Expenditures	0	753	0	0	0	0	0	0	N/A
	Total Other Services and Charges	35,291	28,399	37,400	33,947	37,400	27,559	37,400	0	0.0%
<u>CAPITAL OUTLAY</u>										
201-00-4620-0000	BUILDINGS & STRUCTURES	39,580	1,925	24,500	0	27,000	10,790	38,000	11,000	40.7%
201-00-4680-0000	OTHER IMPROVEMENTS	10,691	0	0	0	0	0	0	0	N/A
	Total Capital Outlay	50,271	1,925	24,500	0	27,000	10,790	38,000	11,000	40.7%
	EXPENDITURES TOTAL	165,374	98,280	153,380	109,224	154,907	133,351	167,982	13,075	8.4%
<u>CHANGE IN FUND BALANCE</u>		17,005	25,213	8,920	29,778	6,893	10,355	(6,182)	(13,075)	-189.7%

**Water Fund
2023 Budget**

7

Account Number	Description	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
FUND 601	Water Utility									
REVENUE										
601-00-3353-0000	PERA PENSION OTHER REVENUE	263	399	0	289	0	0	0	0	N/A
601-00-3362-0000	MISC GRANTS	0	0	0	0	0	4,028	0	0	N/A
601-00-3610-0000	SPECIAL ASSESSMENTS - CURREN	4,965	4,715	0	4,824	0	35,216	0	0	N/A
601-00-3611-0000	SPECIAL ASSESSMENTS-DELINQUE	0	0	0	0	0	0	0	0	N/A
601-00-3614-0000	SPECIAL ASSESSMENTS-INTEREST	0	0	0	0	0	0	0	0	N/A
601-00-3620-0000	INTEREST EARNINGS	(8,489)	2,021	0	876	0	0	0	0	N/A
601-00-3620-0000	INTEREST EARNINGS	12,516	9,480	6,382	6,382	3,223	3,223	0	(3,223)	N/A
601-00-3620-0000	INTEREST EARNINGS	61,075	70,665	74,384	77,211	43,989	21,125	38,776	(5,213)	-11.9%
601-00-3621-0000	GAIN / (LOSS) ON INVESTMENTS	0	0	0	0	0	0	0	0	N/A
601-00-3624-0000	REFUNDS & REIMBURSEMENTS	1,559	20,000	0	2,497	0	751	0	0	N/A
601-00-3670-0000	MISCELLANEOUS REVENUE	0	0	0	0	0	0	0	0	N/A
601-00-3710-0000	UTILITY REVENUE	399,177	544,140	479,600	737,399	598,400	641,613	658,240	59,840	10.0%
601-00-3711-0000	WATER CONNECTION FEES	157,567	197,500	25,000	177,500	25,000	60,000	25,000	0	0.0%
601-00-3712-0000	UTILITY PERMIT FEES	5,040	3,120	1,000	3,000	1,000	1,050	1,000	0	0.0%
601-00-3713-0000	WATER METER SALES	54,075	29,490	10,000	28,670	10,000	9,760	15,000	5,000	50.0%
601-00-3715-0000	STATE SURCHARGE	0	0	0	0	0	0	0	0	N/A
601-00-3717-0000	Water Meter Permit	(60)	0	100	0	0	0	0	0	N/A
601-00-3720-0000	WATER PENALTIES	0	0	0	0	0	0	0	0	N/A
601-00-3725-0000	LOCAL SAC CHARGES	0	0	0	0	0	0	0	0	N/A
601-00-3900-0000	CAPITAL CONTRIBUTIONS	50,368	0	0	331,857	0	0	0	0	N/A
601-00-3910-0000	SALES OF CAPITAL ASSETS	0	0	0	0	0	0	0	0	N/A
601-00-3920-0000	TRANSFERS IN	0	0	0	0	0	0	0	0	N/A
601-00-3940-0000	BOND PREMIUM	0	510	0	242	0	0	0	0	N/A
REVENUE Totals:		738,056	882,040	596,466	1,370,747	681,612	776,766	738,016	56,404	8.3%
EXPENSE										
PERSONAL SERVICES										
601-00-4101-0000	FULL-TIME REGULAR	142,225	172,258	196,398	192,165	206,621	180,024	215,809	9,188	4.4%
601-00-4102-0000	OVERTIME	3,477	3,228	5,000	6,876	5,000	7,460	5,000	0	0.0%
601-00-4103-0000	PART-TIME	0	0	0	0	0	0	0	0	N/A
601-00-4104-0000	TEMPORARY REGULAR	0	0	0	0	0	0	0	0	N/A
601-00-4105-0000	WATER PAGER PAY	6,229	6,422	6,000	4,527	6,500	4,669	5,500	(1,000)	-15.4%
601-00-4106-0000	OTHER	0	0	0	0	0	0	0	0	N/A
601-00-4111-0000	SEVERANCE PAY	0	0	0	0	0	0	0	0	N/A
601-00-4121-0000	PERA CONTRIB - CITY SHARE	11,317	13,641	15,555	15,267	16,360	14,179	16,974	614	3.8%
601-00-4122-0000	FICA CONTRIB - CITY SHARE	10,786	12,839	15,866	14,791	16,687	13,988	17,312	626	3.7%
601-00-4131-0000	EMPLOYEE INSURANCE - CITY	21,866	25,349	35,308	33,803	36,640	31,327	38,154	1,514	4.1%
601-00-4141-0000	UNEMPLOYMENT COMPENSATION	0	0	0	0	0	0	0	0	N/A
601-00-4151-0000	WORKERS COMPENSATION	6,202	5,846	9,828	8,404	10,338	6,333	10,656	318	3.1%
601-00-4161-0000	PENSION EXPENSE	13,245	10,072	0	2,711	0	0	0	0	N/A
Total Personal Services		215,347	249,655	283,955	278,544	298,145	257,980	309,405	11,260	3.8%

Water Fund
2023 Budget

7

Account Number	Description	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
<u>SUPPLIES</u>										
601-00-4200-0000	OFFICE SUPPLIES	149	0	200	352	200	0	200	0	0.0%
601-00-4208-0000	POSTAGE	1,382	1,544	1,400	1,476	1,400	1,135	1,400	0	0.0%
601-00-4212-0000	MOTOR FUELS & LUBRICANTS	28	0	0	0	0	0	0	0	N/A
601-00-4215-0000	SHOP MATERIALS	0	0	0	0	0	0	0	0	N/A
601-00-4221-0000	MAINTENANCE OF EQUIPMENT	1,324	4,242	20,000	7,839	25,000	8,104	35,000	10,000	40.0%
601-00-4223-0000	MAINTENANCE OF BUILDINGS	983	4,722	20,000	26,167	25,000	5,239	25,000	0	0.0%
601-00-4240-0000	SMALL TOOLS/MINOR EQUIPMENT	36	1,705	800	5,535	6,500	522	2,000	(4,500)	-69.2%
601-00-4245-0000	GENERAL SUPPLIES	7,135	7,657	11,500	7,738	11,500	18,385	12,500	1,000	8.7%
601-00-4260-0000	WATER PURCHASES - TONKA BAY	4,317	4,716	3,500	5,197	3,500	4,421	5,000	1,500	42.9%
601-00-4261-0000	WATER PURCHASES - EXCELSIOR	14,439	15,656	18,000	16,895	18,000	21,330	18,000	0	0.0%
601-00-4262-0000	WATER PURCHASES - MINNETONK	389	0	1,200	0	1,200	0	1,200	0	0.0%
601-00-4263-0000	WATER PURCHASES-CHANHASSEN	6,393	14,049	11,000	13,007	11,000	9,881	12,000	1,000	9.1%
601-00-4265-0000	WATER METER PURCHASES	82,129	29,092	20,000	45,094	30,000	42,004	30,000	0	0.0%
Total Supplies		118,704	83,383	107,600	129,300	133,300	111,021	142,300	9,000	6.8%
<u>OTHER SERVICES AND CHARGES</u>										
601-00-4301-0000	AUDITING & ACCOUNTING	0	0	0	0	0	0	0	0	N/A
601-00-4302-0000	CONSULTING FEES	0	0	0	0	0	0	0	0	N/A
601-00-4303-0000	ENGINEERING FEES	518	5,873	20,000	17,582	20,000	16,994	20,000	0	0.0%
601-00-4304-0000	LEGAL FEES	3,196	1,560	0	1,268	0	0	0	0	N/A
601-00-4312-0000	ENGINEERING	0	0	5,000	0	5,000	0	0	(5,000)	N/A
601-00-4321-0000	COMMUNICATIONS - VOICE/DATA	6,207	7,618	7,000	7,323	7,100	5,788	6,000	(1,100)	-15.5%
601-00-4331-0000	TRAVEL, CONFERENCE & SCHOOL	0	1,099	1,750	581	2,000	1,105	2,000	0	0.0%
601-00-4351-0000	PRINTING AND PUBLISHING	0	181	0	0	500	154	500	0	0.0%
601-00-4360-0000	INSURANCE	0	0	0	0	0	0	0	0	N/A
601-00-4380-0000	UTILITY SERVICES	0	0	0	0	0	0	0	0	N/A
601-00-4394-0000	UTILITIES - AMESBURY WELL	4,054	5,764	12,000	12,255	12,000	7,723	12,000	0	0.0%
601-00-4395-0000	UTILITIES - BADGER WELL	17,707	19,703	12,500	14,405	12,500	17,491	14,000	1,500	12.0%
601-00-4396-0000	UTILITIES - BOULDER BRIDGE	9,936	12,285	20,000	22,143	20,000	19,903	20,000	0	0.0%
601-00-4397-0000	UTILITIES - WOODHAVEN WELL	0	0	0	0	0	0	0	0	N/A
601-00-4398-0000	UTILITIES - SE AREA WELL	28,797	28,010	30,000	28,348	30,000	31,617	30,000	0	0.0%
601-00-4400-0000	CONTRACTUAL SERVICES	44,145	34,057	70,000	98,993	70,000	140,003	95,000	25,000	35.7%
601-00-4410-0000	RENTALS	0	0	0	0	0	0	0	0	N/A
601-00-4420-0000	DEPRECIATION	331,158	347,753	360,000	348,143	360,000	0	360,000	0	0.0%
601-00-4433-0000	DUES AND SUBSCRIPTIONS	1,440	4,628	4,100	0	4,100	0	4,100	0	0.0%
601-00-4437-0000	TAXES/LICENSES	3,548	495	4,000	2,654	4,000	4,011	5,000	1,000	25.0%
601-00-4440-0000	MISC SERVICES/CONTINGENCY	0	0	0	3,226	0	0	0	0	N/A
601-00-4450-0000	BANK SERVICE CHARGES	2,846	3,431	3,300	4,252	3,300	5,361	4,500	1,200	36.4%
601-00-4499-0000	FEMA ELIGIBLE EXPENSES	0	0	0	0	0	0	0	0	N/A
601-00-4620-0000	BUILDINGS & STRUCTURES	0	29,930	0	0	0	0	0	0	N/A
601-00-4640-0000	MACHINERY & EQUIPMENT	0	0	0	0	0	0	0	0	N/A
601-00-4680-0000	OTHER IMPROVEMENTS	0	7,850	0	0	20,000	29,890	10,000	(10,000)	-50.0%
Total Other Services and Charges		453,552	510,237	549,650	561,173	570,500	280,040	583,100	12,600	2.2%
<u>NON-OPERATING EXPENSES</u>										

7

39

Sewer Fund
2023 Budget

Account Number	Description	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
FUND 611	Sanitary Sewer Utility									
<u>REVENUE</u>										
611-00-3353-0000	PERA PENSION OTHER REVENUE	212	326	0	249	0	0	0	0	N/A
611-00-3362-0000	MISC GRANTS	43,172	0	0	600	0	0	0	0	N/A
611-00-3400-0000	CHARGES FOR SERVICES	0	0	0	0	0	0	0	0	N/A
611-00-3610-0000	SPECIAL ASSESSMENTS - CURREN	218	220	0	179	0	13,583	0	0	N/A
611-00-3611-0000	SPECIAL ASSESSMENTS-DELINQUE	0	0	0	0	0	0	0	0	N/A
611-00-3614-0000	SPECIAL ASSESSMENTS-INTEREST	0	0	0	0	0	0	0	0	N/A
611-00-3620-0000	INTEREST EARNINGS	70,821	26,708	5,000	(3,122)	5,000	0	5,000	0	0.0%
611-00-3621-0000	GAIN / (LOSS) ON INVESTMENTS	0	0	0	0	0	0	0	0	N/A
611-00-3670-0000	MISCELLANEOUS REVENUE	0	0	0	0	0	0	0	0	N/A
611-00-3710-0000	UTILITY REVENUE	986,219	1,049,742	1,103,080	1,169,863	1,220,800	948,324	1,267,900	47,100	3.9%
611-00-3712-0000	UTILITY PERMIT FEES	8,160	6,810	3,000	4,086	3,000	1,200	3,000	0	0.0%
611-00-3720-0000	SEWER PENALTIES	0	0	0	0	0	0	0	0	N/A
611-00-3725-0000	LOCAL SAC CHARGES PAYABLE	4,470	11,875	5,000	14,862	5,000	7,370	5,000	0	0.0%
611-00-3727-0000	OUTSIDE SEWER REPAIR	1,050	750	600	1,050	750	750	750	0	0.0%
611-00-3900-0000	CAPITAL CONTRIBUTIONS	4,556	0	0	0	0	0	0	0	N/A
611-00-3910-0000	SALES OF CAPITAL ASSETS	20,000	0	0	0	0	0	0	0	N/A
611-00-3920-0000	TRANSFERS IN	0	0	0	0	0	0	0	0	N/A
611-00-3940-0000	BOND PREMIUM	0	239	0	20	0	0	0	0	N/A
REVENUE Totals:		1,138,878	1,096,670	1,116,680	1,187,787	1,234,550	971,227	1,281,650	47,100	3.8%
<u>EXPENSE</u>										
<u>PERSONAL SERVICES</u>										
611-00-4101-0000	FULL-TIME REGULAR	113,510	139,465	166,012	167,364	175,102	150,726	182,824	7,722	4.4%
611-00-4102-0000	OVERTIME	3,367	2,962	2,500	3,239	3,000	4,480	3,000	0	0.0%
611-00-4103-0000	PART-TIME	0	0	0	0	0	0	0	0	N/A
611-00-4104-0000	TEMPORARY REGULAR	0	0	0	0	0	0	0	0	N/A
611-00-4105-0000	SEWER PAGER PAY	6,229	6,422	6,000	4,527	6,500	4,669	5,500	(1,000)	-15.4%
611-00-4106-0000	OTHER	0	0	0	0	0	0	0	0	N/A
611-00-4111-0000	SEVERANCE PAY	0	0	0	0	0	0	0	0	N/A
611-00-4121-0000	PERA CONTRIB - CITY SHARE	9,150	11,164	13,089	13,135	13,846	11,780	14,350	504	3.6%
611-00-4122-0000	FICA CONTRIB - CITY SHARE	8,768	10,595	13,350	12,697	14,122	11,780	14,636	515	3.6%
611-00-4131-0000	EMPLOYEE INSURANCE - CITY	17,943	21,779	28,992	28,111	30,209	26,084	31,386	1,177	3.9%
611-00-4141-0000	UNEMPLOYMENT COMPENSATION	0	0	0	0	0	0	0	0	N/A
611-00-4151-0000	WORKERS COMPENSATION	4,915	4,561	8,761	6,751	9,260	4,764	9,767	507	5.5%
611-00-4161-0000	PENSION EXPENSE	14,322	9,415	0	7,698	0	0	0	0	N/A
Total Personal Services		178,204	206,363	238,704	243,522	252,038	214,283	261,463	9,425	3.7%
<u>SUPPLIES</u>										
611-00-4200-0000	OFFICE SUPPLIES	149	0	200	352	200	0	200	0	0.0%
611-00-4208-0000	POSTAGE	1,375	1,436	1,500	1,461	1,500	1,135	1,500	0	0.0%
611-00-4212-0000	MOTOR FUELS & LUBRICANTS	0	0	0	0	0	0	0	0	N/A

Sewer Fund
2023 Budget

Account Number	Description	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
611-00-4215-0000	SHOP MATERIALS	0	0	0	0	0	0	0	0	N/A
611-00-4221-0000	MAINTENANCE OF EQUIPMENT	0	3,261	8,000	2,038	10,000	6,394	10,000	0	0.0%
611-00-4223-0000	MAINTENANCE OF BUILDINGS	0	123	0	3,659	0	33,994	0	0	N/A
611-00-4240-0000	SMALL TOOLS/MINOR EQUIPMENT	907	360	900	139	900	368	1,400	500	55.6%
611-00-4245-0000	GENERAL SUPPLIES	996	414	2,000	1,664	2,000	1,264	2,000	0	0.0%
Total Supplies		3,427	5,594	12,600	9,313	14,600	43,155	15,100	500	3.4%
<u>OTHER SERVICES AND CHARGES</u>										
611-00-4301-0000	AUDITING & ACCOUNTING	0	0	0	0	0	0	0	0	N/A
611-00-4302-0000	CONSULTING FEES	0	0	0	0	0	0	0	0	N/A
611-00-4303-0000	ENGINEERING FEES	3,311	14,287	5,000	31,694	5,000	93,507	35,000	30,000	600.0%
611-00-4304-0000	LEGAL FEES	0	3,198	0	5,148	0	132	0	0	N/A
611-00-4312-0000	ENGINEERING	0	0	5,000	0	7,000	0	0	(7,000)	N/A
611-00-4321-0000	COMMUNICATIONS - VOICE/DATA	8,620	9,627	10,000	9,756	10,000	10,661	10,000	0	0.0%
611-00-4331-0000	TRAVEL, CONFERENCE & SCHOOL	445	390	1,600	1,012	1,600	615	2,000	400	25.0%
611-00-4351-0000	PRINTING AND PUBLISHING	0	181	0	745	0	706	1,000	1,000	#DIV/0!
611-00-4360-0000	INSURANCE	0	0	0	2,500	0	0	0	0	N/A
611-00-4380-0000	UTILITY SERVICES	2,093	3,927	0	3,975	0	2,290	0	0	N/A
611-00-4385-0000	MCES SAC Payables Charges	869,163	826,307	995,899	995,899	1,070,850	1,070,850	1,162,113	91,263	8.5%
611-00-4386-0000	Excelsior Sewer Charges	50,848	50,000	32,000	848	32,000	0	32,000	0	0.0%
611-00-4400-0000	CONTRACTUAL SERVICES	45,898	9,871	32,000	48,218	32,000	25,973	43,000	11,000	34.4%
611-00-4410-0000	RENTALS	0	0	0	0	0	0	0	0	N/A
611-00-4420-0000	DEPRECIATION	96,378	102,474	105,000	102,474	105,000	0	105,000	0	0.0%
611-00-4433-0000	DUES AND SUBSCRIPTIONS	1,440	50	2,000	0	0	0	0	0	N/A
611-00-4437-0000	TAXES/LICENSES	498	0	500	498	500	0	500	0	0.0%
611-00-4440-0000	MISC SERVICES/CONTINGENCY	0	0	0	0	0	0	0	0	N/A
611-00-4450-0000	BANK SERVICE CHARGES	5,123	6,486	5,600	8,602	5,600	8,341	5,600	0	0.0%
611-00-4499-0000	FEMA ELIGIBLE EXPENSES	0	0	0	0	0	0	0	0	N/A
611-00-4620-0000	BUILDINGS & STRUCTURES	0	0	0	0	0	0	0	0	N/A
611-00-4640-0000	MACHINERY & EQUIPMENT	0	0	2,400	0	15,000	5,939	6,000	(9,000)	-60.0%
611-00-4680-0000	OTHER IMPROVEMENTS	0	608	0	0	25,000	580,534	20,000	(5,000)	-20.0%
611-00-4680-0001	MCES Forcemain(DO NOT USE)	0	0	0	0	0	0	0	0	N/A
611-00-4680-0011	MCES FORCEMAIN IMPROVEMENT	0	0	0	0	0	0	0	0	N/A
Total Other Services and Charges		1,083,817	1,027,406	1,196,999	1,211,369	1,309,550	1,799,548	1,422,213	112,663	8.6%
<u>NON-OPERATING EXPENSES</u>										
611-00-4711-0000	BOND INTEREST	0	1,553	4,013	4,520	4,916	4,911	4,814	(102)	-2.1%
611-00-4720-0000	FISCAL AGENT FEES	0	0	2,500	0	500	0	500	0	0.0%
611-00-4730-0000	BOND ISSUANCE COSTS	0	2,856	0	300	7,500	0	7,500	0	0.0%
611-00-4810-0000	RESIDUAL EQUITY TRANSFERS	0	0	0	0	0	0	0	0	N/A
611-00-4820-0000	OPERATING TRANSFERS	12,500	12,500	12,500	12,500	12,500	12,500	12,500	0	0.0%
611-00-4820-0000	TRANSFERS FOR CIP STREETS	4,556	0	0	0	0	0	0	0	N/A
Total Non-Operating Expenses		17,056	16,909	19,013	17,320	25,416	17,411	25,314	(102)	-0.4%
Total Expenses		1,282,504	1,256,272	1,467,316	1,481,524	1,601,604	2,074,397	1,724,090	122,486	7.6%

Sewer Fund
2023 Budget

Account Number	Description	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
	Change in Net Position	(143,626)	(159,602)	(350,636)	(293,737)	(367,054)	(1,103,170)	(442,440)	(75,386)	20.5%
	Non-Cash: Depreciation							105,000		
	Bond Proceeds							379,189		
									Strawberry Ln Recon 126,974	
									Strawberry Ct Reclaim 10,161	
									Peach Circle Recon 6,734	
									Birch Bluff Rd Recon 235,320	
	Bond Principal							(12,767)		
	Capital Acquisitions - Infrastructure							(379,189)		
									Strawberry Ln Recon 126,974	
									Strawberry Ct Reclaim 10,161	
									Peach Circle Recon 6,734	
									Birch Bluff Rd Recon 235,320	
	Capital Acquisitions - Other							(635,000)		
									repairs; I&I	
									Lift Station 11 Rehab \$450,000	
	Change in Cash							(985,207)		

Recycling Fund
2023 Budget

Account Number	Description	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
FUND 621	Recycling Utility									
<u>REVENUE</u>										
621-00-3353-0000	PERA PENSION OTHER REVENUE	19	26	0	21	0	0	0	0	N/A
621-00-3362-0000	MISC GRANTS	17,461	15,530	12,000	16,525	12,000	15,727	12,000	0	0.0%
621-00-3400-0000	CHARGES FOR SERVICES	0	0	0	0	0	0	0	0	N/A
621-00-3610-0000	SPECIAL ASSESSMENTS - CURREN	215	220	300	180	300	2,099	300	0	0.0%
621-00-3611-0000	SPECIAL ASSESSMENTS-DELINQUE	0	0	0	0	0	0	0	0	N/A
621-00-3614-0000	SPECIAL ASSESSMENTS-INTEREST	0	0	0	0	0	0	0	0	N/A
621-00-3620-0000	INTEREST EARNINGS	9,646	3,912	2,000	(362)	3,000	0	2,000	(1,000)	-33.3%
621-00-3621-0000	GAIN / (LOSS) ON INVESTMENTS	0	0	0	0	0	0	0	0	N/A
621-00-3623-0000	CONTRIBUTIONS AND DONATIONS	0	0	0	0	0	0	0	0	N/A
621-00-3670-0000	MISCELLANEOUS REVENUE	107	11	150	0	0	0	0	0	N/A
621-00-3710-0000	UTILITY REVENUE	163,261	162,978	165,000	167,119	165,000	126,604	165,000	0	0.0%
621-00-3720-0000	RECYCLING PENALTIES	0	0	0	0	0	0	0	0	N/A
621-00-3732-0000	CITY CLEANUP CHARGES	6,453	0	6,500	6,857	6,500	5,685	6,500	0	0.0%
621-00-3920-0000	TRANSFERS IN	0	0	0	0	0	0	0	0	N/A
REVENUE Totals:		197,162	182,677	185,950	190,340	186,800	150,115	185,800	(1,000)	-0.5%
<u>EXPENSE</u>										
<u>PERSONAL SERVICES</u>										
621-00-4101-0000	FULL-TIME REGULAR	10,841	11,892	14,582	14,583	15,015	15,670	13,919	(1,096)	-7.3%
621-00-4102-0000	OVERTIME	0	0	0	470	0	779	0	0	N/A
621-00-4103-0000	PART-TIME	0	0	0	0	0	0	0	0	N/A
621-00-4104-0000	TEMPORARY REGULAR	0	0	0	0	0	0	0	0	N/A
621-00-4106-0000	OTHER	0	0	0	0	0	0	0	0	N/A
621-00-4111-0000	SEVERANCE PAY	0	0	0	0	0	0	0	0	N/A
621-00-4121-0000	PERA CONTRIB - CITY SHARE	813	892	1,094	1,129	1,126	945	1,044	(82)	-7.3%
621-00-4122-0000	FICA CONTRIB - CITY SHARE	703	823	1,116	1,006	1,149	1,152	1,065	(84)	-7.3%
621-00-4131-0000	EMPLOYEE INSURANCE - CITY	1,763	1,890	2,768	1,962	2,880	1,702	3,105	225	7.8%
621-00-4141-0000	UNEMPLOYMENT COMPENSATION	0	0	0	0	0	0	0	0	N/A
621-00-4151-0000	WORKERS COMPENSATION	82	82	76	113	78	86	97	19	24.4%
621-00-4161-0000	PENSION EXPENSE	641	(104)	0	1,295	0	0	0	0	N/A
Total Personal Services		14,843	15,475	19,636	20,558	20,248	20,334	19,230	(1,018)	-5.0%
<u>SUPPLIES</u>										
621-00-4200-0000	OFFICE SUPPLIES	185	0	300	384	300	0	500	200	66.7%
621-00-4208-0000	POSTAGE	1,420	1,436	1,500	1,461	1,500	1,135	1,500	0	0.0%
621-00-4221-0000	MAINTENANCE OF EQUIPMENT	0	0	0	1,020	1,800	5,229	1,800	0	0.0%
621-00-4223-0000	MAINTENANCE OF BUILDINGS	0	0	0	0	0	0	0	0	N/A
621-00-4240-0000	SMALL TOOLS/MINOR EQUIPMENT	0	0	0	0	0	0	0	0	N/A
621-00-4245-0000	GENERAL SUPPLIES	505	238	200	78	250	13	250	0	0.0%
Total Supplies		2,110	1,674	2,000	2,943	3,850	6,377	4,050	200	5.2%

Recycling Fund
2023 Budget

Account Number	Description	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
<u>OTHER SERVICES AND CHARGES</u>										
621-00-4301-0000	AUDITING & ACCOUNTING	0	0	0	0	0	0	0	0	N/A
621-00-4302-0000	CONSULTING FEES	0	0	0	0	0	0	0	0	N/A
621-00-4303-0000	ENGINEERING FEES	0	0	0	0	0	0	0	0	N/A
621-00-4304-0000	LEGAL FEES	410	0	0	0	0	0	0	0	N/A
621-00-4312-0000	ENGINEERING	0	0	0	0	0	0	0	0	N/A
621-00-4321-0000	COMMUNICATIONS - VOICE/DATA	0	0	0	150	200	0	200	0	0.0%
621-00-4331-0000	TRAVEL, CONFERENCE & SCHOOL	58	96	400	305	500	260	500	0	0.0%
621-00-4347-0000	CITY CLEANUP EXP	12,301	1,025	11,500	7,597	11,500	7,095	11,500	0	0.0%
621-00-4351-0000	PRINTING AND PUBLISHING	161	24	300	1,021	1,500	185	1,500	0	0.0%
621-00-4360-0000	INSURANCE	0	0	0	0	0	0	0	0	N/A
621-00-4380-0000	UTILITY SERVICES	0	0	0	0	0	0	0	0	N/A
621-00-4400-0000	CONTRACTUAL SERVICES	130,806	144,509	130,000	171,953	171,600	93,122	145,174	(26,426)	-15.4%
621-00-4400-0026	ORGANIC GARBAGE	1,145	114	400	1,648	2,500	1,747	2,500	0	0.0%
621-00-4410-0000	RENTALS	0	0	0	0	0	0	0	0	N/A
621-00-4420-0000	DEPRECIATION	0	0	0	0	0	0	0	0	N/A
621-00-4433-0000	DUES AND SUBSCRIPTIONS	0	49	0	25	0	100	0	0	N/A
621-00-4437-0000	TAXES/LICENSES	0	0	0	0	0	0	0	0	N/A
621-00-4440-0000	MISC SERVICES/CONTINGENCY	0	0	8,500	0	5,000	0	0	(5,000)	N/A
621-00-4450-0000	BANK SERVICE CHARGES	1,639	1,677	1,900	2,392	1,900	2,004	2,500	600	31.6%
Total Other Services and Charges		146,520	147,494	153,000	185,091	194,700	104,513	163,874	(30,826)	-15.8%
<u>NON-OPERATING EXPENSES</u>										
621-00-4810-0000	RESIDUAL EQUITY TRANSFERS	0	0	0	0	0	0	0	0	N/A
621-00-4820-0000	OPERATING TRANSFERS	0	0	0	0	0	0	0	0	N/A
Total Non-Operating Expenses		0	0	0	0	0	0	0	0	N/A
Total Expenses		163,473	164,643	174,636	208,592	218,798	131,224	187,154	(31,644)	-14.5%
Change in Net Position		33,689	18,034	11,314	(18,252)	(31,998)	18,891	(1,354)	30,644	-95.8%

Stormwater Management Fund
2023 Budget

Account Number	Description	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
FUND 631	Storm Water Utility									
REVENUE										
631-00-3195-0000	FRANCHISE FEES - ELECTRIC	0	0	0	0	167,000	128,412	171,200	4,200	2.5%
631-00-3196-0000	FRANCHISE FEES - GAS	0	0	0	0	148,000	112,880	150,000	2,000	1.4%
631-00-3353-0000	PERA PENSION OTHER REVENUE	107	111	0	81	0	0	0	0	N/A
631-00-3362-0000	MISC GRANTS	0	0	0	0	0	0	0	0	N/A
631-00-3400-0000	CHARGES FOR SERVICES	0	0	0	0	0	0	0	0	N/A
631-00-3610-0000	SPECIAL ASSESSMENTS - CURREN	228	240	0	200	0	4,845	0	0	N/A
631-00-3611-0000	SPECIAL ASSESSMENTS-DELINQUE	0	0	0	0	0	0	0	0	N/A
631-00-3614-0000	SPECIAL ASSESSMENTS-INTEREST	0	0	0	0	0	0	0	0	N/A
631-00-3620-0000	INTEREST EARNINGS	14,766	28,678	1,000	2,791	5,000	0	2,500	(2,500)	-50.0%
631-00-3621-0000	GAIN / (LOSS) ON INVESTMENTS	0	0	0	0	0	0	0	0	N/A
631-00-3670-0000	MISCELLANEOUS REVENUE	0	0	0	48,779	0	0	0	0	N/A
631-00-3710-0000	UTILITY REVENUE	404,649	411,134	432,000	447,314	466,560	358,674	477,360	10,800	2.3%
631-00-3712-0000	UTILITY PERMIT FEES	0	0	0	0	0	0	0	0	N/A
631-00-3720-0000	STORM WATER PENALTIES	0	0	0	0	0	0	0	0	N/A
631-00-3900-0000	CAPITAL CONTRIBUTIONS	9,806	40,731	0	90,820	0	0	0	0	N/A
631-00-3910-0000	SALES OF CAPITAL ASSETS	0	0	0	0	0	0	0	0	N/A
631-00-3920-0000	TRANSFERS IN	230,000	0	0	0	0	0	0	0	N/A
631-00-3940-0000	BOND PREMIUM	0	2,233	0	193	0	0	0	0	N/A
REVENUE Totals:		659,556	483,127	433,000	590,178	786,560	604,811	801,060	14,500	1.8%
EXPENSE										
PERSONAL SERVICES										
631-00-4101-0000	FULL-TIME REGULAR	62,123	50,622	53,627	57,143	56,455	45,024	58,557	2,102	3.7%
631-00-4102-0000	OVERTIME	2,188	184	800	0	800	290	800	0	0.0%
631-00-4103-0000	PART-TIME	0	0	0	0	0	0	0	0	N/A
631-00-4104-0000	TEMPORARY REGULAR	0	0	0	0	0	0	0	0	N/A
631-00-4106-0000	OTHER	0	0	0	0	0	0	0	0	N/A
631-00-4111-0000	SEVERANCE PAY	0	0	0	0	0	0	0	0	N/A
631-00-4121-0000	PERA CONTRIB - CITY SHARE	4,571	3,811	4,082	4,286	4,294	3,279	4,452	158	3.7%
631-00-4122-0000	FICA CONTRIB - CITY SHARE	4,502	3,782	4,163	4,230	4,380	3,458	4,541	161	3.7%
631-00-4131-0000	EMPLOYEE INSURANCE - CITY	4,978	7,568	7,884	7,961	8,302	6,923	8,079	(223)	-2.7%
631-00-4141-0000	UNEMPLOYMENT COMPENSATION	0	0	0	0	0	0	0	0	N/A
631-00-4151-0000	WORKERS COMPENSATION	2,694	1,549	3,032	2,014	3,236	1,264	4,218	982	30.3%
631-00-4161-0000	PENSION EXPENSE	25,601	(11,915)	0	934	0	0	0	0	N/A
Total Personal Services		106,657	55,601	73,588	76,568	77,467	60,238	80,647	3,180	4.1%
SUPPLIES										
631-00-4200-0000	OFFICE SUPPLIES	149	0	200	352	200	0	200	0	0.0%
631-00-4208-0000	POSTAGE	1,375	1,436	1,400	1,461	1,400	1,135	1,400	0	0.0%
631-00-4212-0000	MOTOR FUELS & LUBRICANTS	0	0	0	0	0	0	0	0	N/A
631-00-4215-0000	SHOP MATERIALS	0	0	0	0	0	0	0	0	N/A

Stormwater Management Fund

2023 Budget

Account Number	Description	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
631-00-4221-0000	MAINTENANCE OF EQUIPMENT	0	0	0	1,020	3,000	5,229	3,000	0	0.0%
631-00-4223-0000	MAINTENANCE OF BUILDINGS	0	0	0	0	0	0	0	0	N/A
631-00-4240-0000	SMALL TOOLS/MINOR EQUIPMENT	0	305	0	0	250	0	250	0	0.0%
631-00-4245-0000	GENERAL SUPPLIES	14,260	212	4,000	405	4,000	1,203	4,000	0	0.0%
Total Supplies		15,784	1,953	5,600	3,238	8,850	7,567	8,850	0	0.0%

OTHER SERVICES AND CHARGES

631-00-4301-0000	AUDITING & ACCOUNTING	0	0	0	6,000	0	0	0	0	N/A
631-00-4302-0000	CONSULTING FEES	0	0	0	0	0	0	0	0	N/A
631-00-4302-0005	MS4 (DO NOT USE)	0	0	0	0	0	0	0	0	N/A
631-00-4302-0009	MS4 SERVICES	2,111	28,976	0	26,100	0	11,670	26,000	26,000	#DIV/0!
631-00-4303-0000	ENGINEERING FEES	68,515	29,824	40,000	7,143	45,000	247,015	45,000	0	0.0%
631-00-4304-0000	LEGAL FEES	7,133	2,496	15,000	0	15,000	0	5,000	(10,000)	-66.7%
631-00-4312-0000	ENGINEERING	0	0	5,000	0	5,000	0	0	(5,000)	N/A
631-00-4321-0000	COMMUNICATIONS - VOICE/DATA	0	0	0	527	0	891	0	0	N/A
631-00-4331-0000	TRAVEL, CONFERENCE & SCHOOL	0	0	0	0	3,000	0	3,000	0	0.0%
631-00-4351-0000	PRINTING AND PUBLISHING	0	191	0	0	0	824	0	0	N/A
631-00-4360-0000	INSURANCE	0	0	0	0	0	0	0	0	N/A
631-00-4380-0000	UTILITY SERVICES	0	0	0	0	0	0	0	0	N/A
631-00-4400-0000	CONTRACTUAL SERVICES	26,033	9,177	10,000	17,439	10,000	1,527	25,000	15,000	150.0%
631-00-4410-0000	RENTALS	0	0	2,000	0	2,000	0	0	(2,000)	N/A
631-00-4420-0000	DEPRECIATION	63,641	68,095	70,000	68,095	75,000	0	75,000	0	0.0%
631-00-4433-0000	DUES AND SUBSCRIPTIONS	720	0	2,000	0	2,000	0	0	(2,000)	N/A
631-00-4437-0000	TAXES/LICENSES	6,852	0	1,200	0	1,200	303	1,200	0	0.0%
631-00-4440-0000	MISC SERVICES/CONTINGENCY	0	0	0	0	0	0	0	0	N/A
631-00-4450-0000	BANK SERVICE CHARGES	2,710	3,049	3,100	3,547	3,100	3,742	3,500	400	12.9%
631-00-4499-0000	FEMA ELIGIBLE EXPENSES	0	0	0	0	0	0	0	0	N/A
631-00-4610-0000	LAND	0	4,892	0	0	0	0	0	0	N/A
631-00-4620-0000	BUILDINGS & STRUCTURES	0	0	0	0	0	0	0	0	N/A
631-00-4640-0000	MACHINERY & EQUIPMENT	0	0	0	0	0	0	0	0	N/A
631-00-4680-0000	OTHER IMPROVEMENTS	19,365	1,671	0	0	(3,912)	306,559	0	3,912	N/A
Total Other Services and Charges		197,080	148,371	148,300	128,851	157,388	572,531	183,700	26,312	16.7%

NON-OPERATING EXPENSES

631-00-4711-0000	BOND INTEREST	0	14,497	37,469	42,345	46,237	46,180	45,265	(972)	-2.1%
631-00-4720-0000	FISCAL AGENT FEES	0	0	2,500	0	500	0	500	0	0.0%
631-00-4730-0000	BOND ISSUANCE COSTS	0	26,668	0	2,955	7,500	0	7,500	0	0.0%
631-00-4810-0000	RESIDUAL EQUITY TRANSFERS	0	0	0	0	0	0	0	0	N/A
631-00-4820-0000	OPERATING TRANSFERS	0	0	0	0	0	0	0	0	N/A
631-00-4820-0000	TRANSFERS FOR CIP STREETS	9,806	0	0	0	0	0	0	0	N/A
Total Non-Operating Expenses		9,806	41,165	39,969	45,300	54,237	46,180	53,265	(972)	-1.8%
Total Expenses		329,327	247,090	267,457	253,957	297,942	686,516	326,462	28,520	9.6%
Change in Net Position		330,229	236,037	165,543	336,221	488,618	(81,705)	474,598	(14,020)	-2.9%

Stormwater Management Fund
2023 Budget

Account Number	Description	Actual 2019	Actual 2020	Budget 2021	Actual 2021	Budget 2022	YTD 11/30/22 2022	Preliminary Budget 2023	Budget Change 2023	Percentage Change 2023
	Non-Cash: Depreciation							75,000		
	Bond Proceeds							2,454,625		
									Shorewood Ln ravine 289,380	
									Strawberry Ln Recon 1,841,692	
									Strawberry Ct Reclaim 0	
									Peach Circle Recon 73,347	
									Birch Bluff Rd Recon 734,580	
	Bond Principal							(120,198)		
	Capital Acquisitions - Infrastructure							(2,454,625)		
									Shorewood Ln ravine 289,380	
									Strawberry Ln Recon 1,841,692	
									Strawberry Ct Reclaim 0	
									Peach Circle Recon 73,347	
									Birch Bluff Rd Recon 734,580	
	Capital Acquisitions - Other							(287,800)	catch basin: street sweepings disposal;	
									culverts: sediment cleaning	
	Change in Cash							141,600		

City of Shorewood, Minnesota
Capital Improvement Program
2023 thru 2032

PROJECTS BY FUNDING SOURCE

Source	#	Priority	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
201 - Community & Event Center													
SCEC - Mechanical Systems	SCEC-19-01	n/a	10,000	10,500	11,000	11,500	12,000	12,500	13,000	13,500	14,000	14,500	122,500
SCEC - Exterior Doors	SCEC-21-01	n/a					15,000						15,000
SCEC - Activity Rm Counters/Sinks/Lighting	SCEC-22-04	n/a	10,000										10,000
SCEC - Drinking Fountain	SCEC-23-02	n/a	3,000										3,000
SCEC-Interior paint dining rm/lobby/coat rm/hallway	SCEC-23-03	n/a	10,000					12,000					22,000
SCEC - Banquet Chairs - 100	SCEC-23-04	n/a	5,000										5,000
SCEC - Restrooms	SCEC-24-01	n/a		40,000									40,000
SCEC - Conference Chairs	SCEC-24-02	n/a		5,000									5,000
SCEC-painting activity rm/conference rm/office	SCEC-25-01	n/a		6,000					8,000				14,000
SCEC - Kitchen lighting	SCEC-26	n/a				5,000							5,000
SCEC - Banquet tables & rectangle tables	SCEC-26-01	n/a				6,000							6,000
201 - Community & Event Center Total			38,000	55,500	17,000	22,500	27,000	24,500	13,000	21,500	14,000	14,500	247,500
402 - Park Improvements													
Freeman Park Overlay Trails	P0105	n/a	400,000										400,000
Freeman Park North Playground	P0110	n/a							250,000				250,000
Cathcart Park Resurface Tennis Court	P0200	n/a				15,000			18,000				33,000
Cathcart Park Hockey Boards	P0201	n/a					150,000						150,000
Cathcart Park Playground Equipment	P0202	n/a			150,000								150,000
Badger Park Tennis Courts	P0301	n/a			30,000								30,000
Manor Park Outdoor Amphitheatre & Perimeter Trail	P0403	n/a						150,000					150,000
Manor Park Surface	P0404	n/a									250,000		250,000
South Shore Park Master Plan	P0700	n/a		10,000									10,000

Source	#	Priority	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
South Shore Park Reconstruction Project	P0701	n/a						90,000					90,000
402 - Park Improvements Total			400,000		160,000	45,000	150,000	240,000		268,000	250,000		1,513,000
403 - Equipment Replacement Fund													
Dump Truck - Freightliner	004	n/a							254,400				254,400
Dump Truck - Freightliner	005	n/a								270,200			270,200
MultiOne Articulated Tractor	006	n/a						47,900			90,200		90,200
Pickup - 4 x 4 Ford F250 (LFS)	010	n/a											47,900
Pickup - 4 x 4 Ford F150 (DPW)	011	n/a							46,500				46,500
Pickup - 4x4 Ford F150 (Bldg Off when arrive)	025	n/a	32,800									56,600	89,400
Loader - Cat 930H	056	n/a				224,300							224,300
Mower - Toro Z 72098 Wing Mower 96"	075	n/a	46,500								75,400		121,900
Mower - Toro Groundsmaster 7210	084	n/a		32,200									81,400
Pickup - 4 x 4 Ford F350 (On Loan Bldg Off)	090	n/a	37,400									64,400	101,800
Truck - Ford 550 One Ton Dump Truck	091	n/a			97,000								97,000
Mower - Toro Groundsmaster 7210	091b	n/a				36,400							36,400
Dump Truck - Freightliner	092	n/a			199,700							304,600	504,300
Roller - Cat CB14XW	096	n/a									65,600		65,600
Skid Steer - Case SV185	097	n/a	52,500									90,500	143,000
Dump Truck - Freightliner	098	n/a					225,400						225,400
Pelican Street Sweeper	099	n/a		204,000									204,000
Attach Skid Steer - Blower	A03	n/a				10,900					14,800		25,700
Attach Skid Steer - snow bucket	A08	n/a								8,600			8,600
Attach MultiOne - blower	A09	n/a									10,300		10,300
Attach MultiOne - snow broom	A11	n/a									14,800		14,800
High flow cold planer skid steer	A14	n/a	31,300										31,300
Color Copier Replacement	T-13-03	n/a	13,000				14,000				15,000		42,000
800 Mhz Radio Replacement	T-19-01	n/a					36,000						36,000
Computer Upgrades	T-99-99	n/a	10,300	10,600	10,900	11,200	11,500	11,800	12,100	12,400	12,700	13,000	116,500
403 - Equipment Replacement Fund Total			223,800	246,800	307,600	282,800	286,900	59,700	313,000	291,200	348,000	529,100	2,888,900
404 - Street Reconstruction Fund													
Chip Seal/Replay/Crack Seal	LR-99-099	n/a	300,000	305,000	310,000	315,000	320,000	325,000	330,000	335,000	340,000	345,000	3,225,000
Mill & Overlay and Striping	LR-99-100	n/a		561,800	595,508		802,935		751,815		844,739		3,556,797

Source	#	Priority	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
Edgewood Rd reclaim	ST-21-01	n/a									1,748,746		1,748,746
Strawberry Court reclaim	ST-22-01	n/a	256,283										256,283
Peach Circle reconstruction	ST-22-02	n/a	376,866										376,866
Strawberry Ln reconstruction	ST-23-01	n/a	2,434,004										2,434,004
Grant Lorenz Rd reclaim	ST-23-02	n/a							1,211,496				1,211,496
Eureka Rd N Reclaim	ST-23-03	n/a			1,553,204								1,553,204
St. Albans Bay Road	ST-23-04	n/a	106,000										106,000
Vine Ridge Road Watermain	ST-23-05	n/a			923,037								923,037
TH 7 Corridor Study - Church Road to Oak Street	ST-23-07	n/a	50,000										50,000
Birch Bluff Rd reconstruction	ST-23-99	n/a	3,625,200										3,625,200
Noble Rd recon	ST-24-01	n/a					1,825,321						1,825,321
Noble Rd Reclaim	ST-24-02	n/a					620,549						620,549
Galpin Lake Rd/Trail	ST-24-03	n/a					1,607,744						1,607,744
Chaska Road Trail	ST-27-01	n/a					936,758						936,758
Mill Street Trail Construction - Led by Hpn County	ST-27-03	n/a			905,172								905,172
Mill Street Trail ROW - County Led	T017	n/a		168,540									168,540
404 - Street Reconstruction Fund Total			7,148,353	1,035,340	4,286,921	315,000	6,113,307	325,000	2,293,311	335,000	2,933,485	345,000	25,130,717

601 - Water Fund

Truck - Ford 550 w/crane, Utility Truck 50%	007	n/a						101,250					101,250
Air Compressor - Ingersall Rand 185	038	n/a			34,200								34,200
Dodge Grand Caravan (Pool) - Water	077	n/a	38,400										38,400
Edgewood Rd reclaim	ST-21-01	n/a									1,022,135		1,022,135
Strawberry Court reclaim	ST-22-01	n/a	203,608										203,608
Peach Circle reconstruction	ST-22-02	n/a	169,373										169,373
Strawberry Ln reconstruction	ST-23-01	n/a	659,459										659,459
Grant Lorenz Rd reclaim	ST-23-02	n/a							751,815				751,815
Vine Ridge Road Watermain	ST-23-05	n/a			896,835								896,835
Birch Bluff Rd reconstruction	ST-23-99	n/a	941,280										941,280
Noble Rd recon	ST-24-01	n/a					550,011						550,011
Galpin Lake Rd/Trail	ST-24-03	n/a					634,453						634,453
Mill Street Trail Construction - Led by Hpn County	ST-27-03	n/a			2,620,235								2,620,235
Rebuild Well Pump SE VT Well	W-19-05	n/a			25,000								25,000
Rebuild Well Pump Amesbury VT Well	W-20-05	n/a				25,000							25,000

Source	#	Priority	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
Rebuild Well Pump Badger VT Well	W-21-02	n/a						35,000					35,000
Rebuild Well Pump Boulder Bridge VT Well	W-22-02	n/a					35,000						35,000
Rebuild Well Pump Amesbury Submersible Well	W-23-01	n/a	30,000						36,000				66,000
Badger Park Watermain	W-23-02	n/a	63,600										63,600
Replace valves SE area filter plant w/ cotrols	W-23-03	n/a	67,200										67,200
Water Meter Replacement Project	W-23-04	n/a	30,000	30,000	30,000	30,000	35,000	35,000	35,000	35,000	35,000	35,000	330,000
Rebuild Well Pump Boulder Bridge Submersible Well	W-24-01	n/a		30,000									30,000
East Water Tower Paint & Reconditioning	W-24-02	n/a		380,000									380,000
Replace VFD SE Area Well	W-24-03	n/a		10,000									10,000
Replace VFD Badger Well	W-26-01	n/a				12,000							12,000
Watermain Reconstruction Activity	W-99-01	n/a	100,000	105,000	110,000	115,000	120,000	125,000	130,000	135,000	140,000	145,000	1,225,000
601 - Water Fund Total			2,302,920	555,000	3,716,270	182,000	1,374,464	296,250	952,815	170,000	1,197,135	180,000	10,926,854
611 - Sanitary Sewer Fund													
Truck - Ford 550 w/crane, Utility Truck 50%	007	n/a						101,250					101,250
Lift Station 11 Rehab - 20465 Radisson Rd.	SS-13-01	n/a	450,000										450,000
CIP Sewer Repairs Assoc with Roadway Reconstr	SS-99-01	n/a	50,000	51,500	53,000	54,500	56,000	57,500	59,000	60,500	62,000	63,500	567,500
Televising & Cleaning	SS-99-02	n/a	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	300,000
Sewer Additional	SS-99-04	n/a	25,000	26,000	27,000	28,000	29,000	30,000	31,000	32,000	33,000	34,000	295,000
Infiltration and Inflow Reduction	SS-99-05	n/a	80,000	82,500	85,000	87,500	90,000	92,500	95,000	97,500	100,000	102,500	912,500
Edgewood Rd reclaim	ST-21-01	n/a									295,659		295,659
Strawberry Court reclaim	ST-22-01	n/a	10,161										10,161
Peach Circle reconstruction	ST-22-02	n/a	6,734										6,734
Strawberry Ln reconstruction	ST-23-01	n/a	126,974										126,974
Grant Lorenz Rd reclaim	ST-23-02	n/a							175,925				175,925
Eureka Rd N Reclaim	ST-23-03	n/a			139,349								139,349
Vine Ridge Road Watermain	ST-23-05	n/a			53,596								53,596
Birch Bluff Rd reconstruction	ST-23-99	n/a	235,320										235,320
Noble Rd recon	ST-24-01	n/a					234,189						234,189
611 - Sanitary Sewer Fund Total			1,014,189	190,000	387,945	200,000	439,189	311,250	390,925	220,000	520,659	230,000	3,904,157

Source	#	Priority	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
631 - Stormwater Management Fund													
Pump - 4' Discharge Trailer Mtd	050	n/a					74,700						74,700
Edgewood Rd reclaim	ST-21-01	n/a									261,869		261,869
Strawberry Court reclaim	ST-22-01	n/a	0										0
Peach Circle reconstruction	ST-22-02	n/a	73,347										73,347
Strawberry Ln reconstruction	ST-23-01	n/a	1,841,692										1,841,692
Grant Lorenz Rd reclaim	ST-23-02	n/a							181,939				181,939
Eureka Rd N Reclaim	ST-23-03	n/a			328,959								328,959
Vine Ridge Road Watermain	ST-23-05	n/a			69,079								69,079
Shorewood Ln Ravine	ST-23-06	n/a	289,380										289,380
Birch Bluff Rd reconstruction	ST-23-99	n/a	734,580										734,580
Noble Rd recon	ST-24-01	n/a					719,965						719,965
Noble Rd Reclaim	ST-24-02	n/a					93,676						93,676
Galpin Lake Rd Trail	ST-24-03	n/a					494,608						494,608
Noble Road Channel Widening	ST-27-02	n/a					307,792						307,792
Grant Lorenz Channel	ST-29-01	n/a							345,835				345,835
Catch Basin Reconstruction	STM-99-01	n/a	50,000	51,500	53,000	54,500	56,000	57,500	59,000	60,500	62,000	63,500	567,500
Disposal of Street Sweepings	STM-99-02	n/a	37,800	38,600	39,400	40,200	41,000	41,800	42,600	43,400	44,200	45,000	414,000
Storm Water Additional	STM-99-03	n/a	100,000	0	110,000	0	120,000	0	130,000	0	140,000	0	600,000
Storm Pond Sediment Cleaning & Disposal	STM-99-04	n/a	100,000	105,000	110,000	115,000	120,000	125,000	130,000	135,000	140,000	145,000	1,225,000
631 - Stormwater Management Fund Total			3,226,799	195,100	710,438	209,700	2,027,741	224,300	889,374	238,900	648,069	253,500	8,623,921
GRAND TOTAL			14,354,061	2,277,740	9,586,174	1,257,000	10,418,601	1,481,000	4,852,425	1,544,600	5,911,348	1,552,100	53,235,049

CITY OF SHOREWOOD
CAPITAL IMPROVEMENT PLANNING- 2023 THRU 2037
** 6% INFLATION ANNUALLY**

11/30/2022 13:32
PREPARED BY: BOLTON & MENK

YEAR	STREET/PROJECT	NOTES 7, 8	STREETS			UTILITIES				TOTAL PROJECT COST						
			STREET RECON. BOND ELIGIBLE	STREET RECON. BOND INELIGIBLE	SUBTOTAL STREETS	WATERMAIN		SANITARY			STORM SEWER					
						UTILITY FUND	UTILITY FUND	STREET RECON. BOND ELIGIBLE	STREET RECON. BOND INELIGIBLE		STREET RECON. BOND ELIGIBLE	STREET RECON. BOND INELIGIBLE				
2023	SHOREWOOD LN RAVINE															
2023	STRAWBERRY LANE RECON	11	\$2,300,003		\$134,001	\$2,434,004	\$659,459	\$126,974	\$1,841,692	\$289,380					\$1,841,692	\$5,062,129
2023	STRAWBERRY COURT RECLAIM		\$256,283			\$256,283	\$203,608	\$10,161								\$470,052
2023	PEACH CIRCLE RECON		\$347,588		\$29,278	\$376,866	\$169,373	\$6,734	\$73,347							\$626,320
2023	BIRCH BLUFF RD RECON	15	\$3,435,460		\$189,740	\$3,625,200	\$941,280	\$235,320	\$734,580							\$5,536,380
2023	ST. ALBANS BAY ROAD		\$106,000			\$106,000										\$106,000
2023	BADGER PARK WATERMAIN						\$63,600								\$63,600	\$63,600
2024	MILL STREET TRAIL ROW-COUNTY LED		\$168,540			\$168,540										\$168,540
2024	MILL & OVERLAY	6	\$561,800			\$561,800										\$561,800
2025	VINE RIDGE RD WATERMAIN		\$923,037			\$923,037	\$896,835	\$53,596	\$69,079						\$69,079	\$1,947,547
2025	EUREKA RD N RECLAIM	12	\$1,434,102	\$119,102		\$1,553,204	\$139,349		\$32,872						\$328,959	\$2,021,511
2025	MILL STREET TRAIL CONSTRUCTION-COUNTY LED		\$905,172			\$905,172	\$2,620,235								\$3,525,407	\$3,525,407
2025	MILL & OVERLAY	17	\$595,508			\$595,508										\$595,508
2027	GALPIN LAKE RD/TRAIL	13	\$748,871	\$858,873		\$1,607,744	\$634,453		\$49,514						\$445,094	\$2,736,805
2027	CHASKA RD TRAIL		\$936,758			\$936,758										\$936,758
2027	NOBLE ROAD RECLAIM		\$620,549			\$620,549										\$620,549
2027	NOBLE ROAD RECON		\$1,652,749	\$172,572		\$1,825,321	\$550,011	\$234,189	\$144,528						\$575,437	\$3,328,487
2027	NOBLE ROAD CHANNEL WIDENING	5														\$307,792
2027	MILL & OVERLAY	4	\$802,935			\$802,935										\$802,935
2029	GRANT LORENZ CHANNEL	3, 5														\$345,835
2029	GRANT LORENZ RD RECLAIM	9	\$1,211,496			\$1,211,496	\$751,815	\$175,925							\$181,939	\$2,321,175
2029	MILL & OVERLAY	2	\$751,815			\$751,815										\$751,815
2031	EDGEWOOD RD RECLAIM		\$1,748,746			\$1,748,746	\$1,022,135	\$295,659								\$3,328,409
2031	MILL & OVERLAY	18	\$844,739			\$844,739										\$844,739
2033	MILL & OVERLAY	14	\$949,149			\$949,149										\$949,149
2035	AMESBURY WATERMAIN	16					\$2,382,481									\$2,382,481
2035	KNIGHTSBRIDGE RD RECLAIM	16	\$1,063,798			\$1,063,798	\$953,419									\$2,017,217
2035	MILL & OVERLAY	18	\$1,066,464			\$1,066,464										\$1,066,464
2035	SWEETWATER CURVE RECLAIM		\$2,547,973			\$2,547,973			\$106,646							\$2,654,620
2037	EXCELSIOR BLVD RECLAIM		\$1,896,251			\$1,896,251	\$2,041,868	\$280,397	\$388,042							\$4,606,558
2037	MILL & OVERLAY	18	\$1,198,279			\$1,198,279										\$1,198,279
	SUBTOTALS		\$29,074,067	\$1,503,566	\$30,577,633	\$13,890,571	\$1,558,304	\$3,440,301	\$2,797,109	\$6,237,409						\$52,263,917

NOTES:

- (2) RUSTIC WAY, WEST LANE, WOODEND PLACE, WILDROSE LANE
- (3) GRANT LORENZ CHANNEL STABILIZATION ASSUMED TO BE BUILT IN ONE YEAR
- (4) BRENTIDGE DR, MANOR RD
- (5) FROM WESTERN SHOREWOOD DRAINAGE STUDY
- (6) MAPLE ST, BOULDER CIR, CHURCH RD, MURRAY ST, MURRAY CT
- (7) COST DO NOT INCLUDE RIGHT OF WAY OR EASEMENT ACQUISITION COSTS UNLESS STATED
- (8) RECONSTRUCTION BOND ELIGIBLE, INCLUDES SAFETY RELATED ITEMS SUCH AS STREET WIDENING TO 28 FT F-F CITY STANDARD, RELATED DRAINAGE IMPROVEMENTS DUE TO PERMITTING REQUIREMENTS, AND OFFSTREET TRAILS. INELIGIBLE COSTS, INCLUDES NEW CURB, 90% OF STORM SEWER, UNRELATED OFFSTREET STORM AND TRAILS
- (9) WATERMAIN ONLY INCLUDES LOOP CONNECTION FROM NOBLE RD TO EDGEWOOD RD.
- (10) LOCAL SHARE OF CONSTRUCTION COSTS. CITY/COUNTY TO PURSUE GRANTS FOR LOCAL SHARE.
- (11) INCLUDES PEDESTRIAN IMPROVEMENT COSTS PARALLEL TO ROADWAY
- (12) INCLUDES CURB AND GUTTER ONE SIDE, 6" BITUMINOUS WALK, AND RETAINING WALLS
- (13) FULL COSTS NOT DEDUCTING ANTICIPATED \$800K OF OUTSIDE BOND FUNDING CONTINGENT ON STATE BOND
- (14) SMITHTOWN CIRCLE, OAK LEAF TRAIL
- (15) DOES NOT INCLUDE SIDEWALK/TRAIL
- (16) UTILITIES TO BE RECONSTRUCTED IN COORDINATION WITH AMESBURY HOA RECONSTRUCTION OF STREETS.
- (17) DIVISION STREET, LILAC LANE, AFTON ROAD, BAYSWATER RD, BEVERLY DRIVE.
- (18) STREETS NOT DETERMINED.

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53

PARK CAPITAL IMPROVEMENT FUND

Fund: 402- Park Capital Outlay

	Actual	Actual	Actual	Actual	YTD & Est. 2022 10/14/2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030	Budget 2031	Budget 2032
REVENUES															
Park Dedication Fees - Mattamy	87,888	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Park Dedication Fees - Oppidan	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Park Dedication Fees - Other	13,000	19,500	19,500	91,000	6,500	58,500	-	-	-	-	-	-	-	-	-
Interest Earnings	9,053	14,873	2,333	(1,441)	(272)	(419)	12	652	520	988	958	502	1,270	726	295
Voluntary Contributions - Walnut Grove Villas	-	-	-	-	-	105,000	-	-	-	-	-	-	-	-	-
Contributions/donations - Minnetonka Youth lacrosse	2,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contributions/donations - Other	-	-	-	6,000	-	-	-	-	-	-	-	-	-	-	-
Grants - Hennepin County Lacrosse	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Grants - Hennepin County - Silverwood Park	-	-	-	-	25,000	-	-	-	-	-	-	-	-	-	-
Grants - Badger Park	-	150,000	25,000	-	10,000	-	-	-	-	-	-	-	-	-	-
Grants - Minnesota Twins Community Fund	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	-
Miscellaneous revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in - Budget (Property tax levy for 2021 and on)	42,000	42,000	95,000	100,000	118,000	123,000	128,000	133,000	138,000	143,000	148,000	153,000	158,000	163,000	163,000
Transfers in - Excess Reserves	-	180,000	-	-	-	200,000	-	-	-	-	-	-	-	-	-
Transfers in - Badger Park Phase 2 (Water, Storm, Street)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in - correct Excelsior annexation detachment	18,850	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	172,791	406,373	141,833	195,559	169,228	486,081	128,012	133,652	138,520	143,988	148,958	153,502	159,270	163,726	163,295
EXPENDITURES															
Other Improvements	466,624	479,155	352,799	362,647	168,487	400,000	-	160,000	45,000	150,000	240,000	-	268,000	250,000	-
Additional Estimate	-	-	-	-	30,000	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES	466,624	479,155	352,799	362,647	198,487	400,000	-	160,000	45,000	150,000	240,000	-	268,000	250,000	-
Revenues Over/(Under) Expenditures	(293,833)	(72,782)	(210,966)	(167,088)	(29,259)	86,081	128,012	(26,348)	93,520	(6,012)	(91,042)	153,502	(108,730)	(86,274)	163,295
Beginning Fund Balance	690,197	396,364	323,582	112,616	(54,472)	(83,731)	2,350	130,362	104,014	197,534	191,521	100,479	253,981	145,251	58,977
Ending Fund Balance	396,364	323,582	112,616	(54,472)	(83,731)	2,350	130,362	104,014	197,534	191,521	100,479	253,981	145,251	58,977	222,272
Expenditures															
Badger Park Tennis Courts	0	0	212,282	18,842	0										
Badger Park Phase 2	302,564	1,876	0	0	284										
Badger Park Playground	164,060	248,785	62,691	14,698	0										
Badger Park picnic shelter	0	75,224	13,655	2,318	0										
Badger Park restroom	0	49,110	39,960	0	18,000										
Badger Park bleachers	0	0	0	5,340	0										
Freeman Park Parking Lot, Rink, Lights	0	0	0	0	0										
Freeman Park Playground	0	86,060	0	0	0										
Cathcart and Silverwood Parks - resurfacing courts	0	18,100	0	0	0										
Silverwood Playground	0	0	0	208,905	1,642										
Silverwood Park Improvements	0	0	0	22,432	62,074										
Christmas Lake Boat Landing	0	0	0	19,502	52,480										
Freeman Park Ballfield #4 repair	0	0	24,211	70,610	32,450										
Freeman Park Trail Improvement	0	0	0	0	1,557										
	466,624	479,155	352,799	362,647	168,487										

EQUIPMENT REPLACEMENT FUND

Fund: 403 - Equipment Replacement

	Actual 2020	Actual 2021	YTD & Est. 2022 11/2/2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030	Budget 2031	Budget 2032
REVENUES													
Interest Earnings	2,482	(790)	1,213	1,466	1,969	1,385	519	(202)	(923)	(486)	(1,288)	(1,961)	(2,896)
Grants	-	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous revenue	750	-	-	-	-	-	-	-	-	-	-	-	-
Sale of Capital Assets	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in - Budget	95,000	100,000	118,000	123,000	128,000	133,000	138,000	143,000	148,000	153,000	158,000	163,000	168,000
Transfers in - Excess Reserves	-	-	-	200,000	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	98,232	99,210	119,213	324,466	129,969	134,385	138,519	142,798	147,077	152,514	156,712	161,039	165,104
EXPENDITURES													
Public Works	222,159	98,616	58,600	213,500	236,200	296,700	271,600	261,400	47,900	300,900	278,800	320,300	516,100
Administration	46,612	-	10,000	10,300	10,600	10,900	11,200	25,500	11,800	12,100	12,400	27,700	13,000
TOTAL EXPENDITURES	268,771	98,616	68,600	223,800	246,800	307,600	282,800	286,900	59,700	313,000	291,200	348,000	529,100
Revenues Over/(Under) Expenditures	(170,539)	594	50,613	100,666	(116,831)	(173,215)	(144,281)	(144,102)	87,377	(160,486)	(134,488)	(186,961)	(363,996)
Beginning Fund Balance	412,551	242,012	242,606	293,219	393,885	277,055	103,840	(40,441)	(184,543)	(97,166)	(257,652)	(392,140)	(579,101)
Ending Fund Balance	242,012	242,606	293,219	393,885	277,055	103,840	(40,441)	(184,543)	(97,166)	(257,652)	(392,140)	(579,101)	(943,096)

STREET IMPROVEMENT FUND
Fund: 404 - Street Improvement Fund

Bond Interest Rate 5.00%
Bond Duration (Years) 20

	Actual 2019	Actual 2020	Actual 2021	Projected 2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030	Budget 2031	Budget 2032
REVENUES														
Franchise Fees - Electric	164,556	167,525	169,851											
Franchise Fees - Gas	145,266	148,200	149,558											
Interest Earnings	67,443	48,908	(1,356)	21,233	32,272	14,447	13,634	16,222	15,418	9,453	8,615	7,773	6,927	6,077
Grants	-	-	-	28,903	-	-	-	-	-	-	-	-	-	-
MSA Funds - Galpin Lake Rd/Trail	-	-	-	-	-	-	800,000	-	-	-	-	-	-	-
Miscellaneous revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in - Excess Reserves	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in - 2020A Bond Proceeds Re-allocation (from utilities)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Bond Proceeds (Based on Eligible Costs)	-	2,992,232	3,236,120	3,535,000	3,528,181	730,340	3,857,818	-	4,761,862	-	1,963,311	-	2,593,485	-
Levy														
Capital Levy (formerly transfers in - Budget through 2020)	810,000	835,000	693,614	118,000	123,000	128,000	133,000	138,000	143,000	148,000	153,000	158,000	163,000	168,000
Debt Levy	-	-	208,186	515,373	771,932	1,111,041	1,164,462	1,479,112	1,473,370	1,860,006	1,853,707	2,015,222	2,007,897	2,223,910
Debt Levy Reduction	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Levy	810,000	835,000	901,800	633,373	894,932	1,239,041	1,297,462	1,617,112	1,616,370	2,008,006	2,006,707	2,173,222	2,170,897	2,391,910
TOTAL REVENUES	1,187,265	4,191,865	4,455,973	4,218,509	4,455,385	1,983,828	5,968,914	1,633,334	6,393,650	2,017,459	3,978,633	2,180,996	4,771,309	2,397,987
Total Levy Change				-30%	41%	38%	5%	25%	0%	24%	0%	8%	0%	10%
EXPENDITURES														
2021 - Glen/Amlee/Manitou (FUND 407)	78,582	279,572	1,603,897	162,176	-	-	-	-	-	-	-	-	-	-
2020 - Woodside (FUND 408)	31,966	439,296	70,937	2,053	-	-	-	-	-	-	-	-	-	-
2023 - Strawberry (FUND 409)	7,349	261,432	217,736	187,543	-	-	-	-	-	-	-	-	-	-
2020 - Islands (FUND 410)	65,959	630,817	70,152	9,833	-	-	-	-	-	-	-	-	-	-
2021 - Lafayette Avenue (FUND 411)	-	304	-	44,179	-	-	-	-	-	-	-	-	-	-
2022 - Smithtown Ponds (FUND 412) - bond eligible portion	-	39,249	90,770	355,632	-	-	-	-	-	-	-	-	-	-
2021 - Mill & Overlay (FUND 413)	-	39,007	1,816,827	23,798	-	-	-	-	-	-	-	-	-	-
2023 - Birch Bluff Rd (FUND 414)	-	-	121,534	270,194	-	-	-	-	-	-	-	-	-	-
2023 - Galpin Lake Road/Trail (FUND 415)	-	-	3,735	5,979	-	-	-	-	-	-	-	-	-	-
2022 - Mill & Overlay (FUND 416)	-	-	649	480,378	-	-	-	-	-	-	-	-	-	-
2021 - Minnetonka Blvd & St. Albans Rd (with Greenwood) (FUND 404)	-	-	93,166	-	-	-	-	-	-	-	-	-	-	-
Total Initial Costs (may also be included in bonding)	183,856	1,689,677	4,089,403	1,541,765	-	-	-	-	-	-	-	-	-	-
CIP Street Program: (bonded and non-bonded)	-	-	-	1,377,500	6,948,353	730,340	3,976,920	-	5,793,307	-	1,963,311	-	2,593,485	-
Deduct Street Costs Included Above	-	-	-	(1,541,765)	-	-	-	-	-	-	-	-	-	-
Total CIP Street Program (bonded and non-bonded)	-	-	-	(164,265)	6,948,353	730,340	3,976,920	-	5,793,307	-	1,963,311	-	2,593,485	-
Debt Service - 2020 Bonds	-	-	208,186	232,482	230,487	228,492	226,497	229,752	227,704	230,907	228,807	226,707	224,607	227,757
Debt Service - 2021 Bonds	-	-	-	282,891	312,806	310,023	307,241	309,708	306,873	309,288	306,401	308,763	305,529	307,251
Debt Service - 2022 Bonds	-	-	-	-	228,639	289,416	289,009	288,376	287,517	286,431	285,119	288,831	286,840	289,873
Debt Service - 2023 Bonds	-	-	-	-	-	283,110	283,110	283,110	283,110	283,110	283,110	283,110	283,110	283,110
Debt Service - 2024 Bonds	-	-	-	-	-	-	58,604	58,604	58,604	58,604	58,604	58,604	58,604	58,604
Debt Service - 2025 Bonds	-	-	-	-	-	-	-	309,561	309,561	309,561	309,561	309,561	309,561	309,561
Debt Service - 2026 Bonds	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Debt Service - 2027 Bonds	-	-	-	-	-	-	-	-	-	382,104	382,104	382,104	382,104	382,104
Debt Service - 2028 Bonds	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Debt Service - 2029 Bonds	-	-	-	-	-	-	-	-	-	-	-	157,541	157,541	157,541
Debt Service - 2030 Bonds	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Debt Service - 2031 Bonds	-	-	-	-	-	-	-	-	-	-	-	-	-	208,108
Debt Service - 2032 Bonds	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Debt Service - 2033 Bonds	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Debt Service - 2034 Bonds	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Debt Service - 2035 Bonds	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Debt Service - 2036 Bonds	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Debt Service - 2037 Bonds	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Debt Service	-	-	208,186	515,373	771,932	1,111,041	1,164,462	1,479,112	1,473,370	1,860,006	1,853,707	2,015,222	2,007,897	2,223,910

STREET IMPROVEMENT FUND
Fund: 404 - Street Improvement Fund

Bond Interest Rate 5.00%
Bond Duration (Years) 20

	Actual 2019	Actual 2020	Actual 2021	Projected 2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030	Budget 2031	Budget 2032
Street Sign Replacement	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Chip Seal/Replay/Crack Seal	50,566	79,078	51,198	118,000	300,000	305,000	310,000	315,000	320,000	325,000	330,000	335,000	340,000	345,000
Transfers out - Badger Park Phase 2	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES	755,879	1,812,794	4,348,787	2,010,873	8,020,285	2,146,381	5,451,382	1,794,112	7,586,677	2,185,006	4,147,018	2,350,222	4,941,382	2,568,910
Revenues Over/(Under) Expenditures	431,386	2,379,071	107,186	2,207,636	(3,564,900)	(162,553)	517,532	(160,778)	(1,193,027)	(167,547)	(168,385)	(169,227)	(170,073)	(170,923)
Beginning Fund Balance	1,329,034	1,760,420	4,139,491	4,246,677	6,454,313	2,889,413	2,726,860	3,244,392	3,083,614	1,890,587	1,723,040	1,554,655	1,385,429	1,215,356
Ending Fund Balance	1,760,420	4,139,491	4,246,677	6,454,313	2,889,413	2,726,860	3,244,392	3,083,614	1,890,587	1,723,040	1,554,655	1,385,429	1,215,356	1,044,433

CIP Street Program Detail:

	2019 Mill & Overlay	Lake Mary Outlet	Glen Amlee Manitou	Shorewood Oaks Drainage	Strawberry Lane Recon	Mill Street Trail (ROW)	2025 Mill & Overlay	Galpin Lake Rd/Trail	Grant Lorenz Channel	Edgewood
CIP Street Program: Project #1	452,549	558,000	3,578,042	217,300	5,062,129	168,540	595,508	2,736,805	345,835	3,328,409
Less: Water portion of CIP Street Program	-	-	(645,770)	-	(659,459)	-	-	(634,453)	-	(1,022,135)
Less: Sanitary Sewer portion of CIP Street Program	-	-	(74,123)	-	(126,974)	-	-	-	-	(295,659)
Less: Storm Water portion of CIP Street Program	-	(558,000)	(729,700)	(217,300)	(1,841,692)	-	-	(494,608)	(345,835)	(261,869)
Streets portion of CIP Street Program	452,549	-	2,128,449	-	2,434,004	168,540	595,508	1,607,744	-	1,748,746
Less: Street Reconstruction Bonds - Ineligible Costs	-	-	(144,589)	-	(134,001)	-	-	(858,873)	-	-
Street Reconstruction Bonds - Eligible Costs	452,549	-	1,983,860	-	2,300,003	168,540	595,508	748,871	-	1,748,746
Storm Water - Eligible Costs	-	-	-	-	-	-	-	-	-	-
Total - Eligible Costs	452,549	-	1,983,860	-	2,300,003	168,540	595,508	748,871	-	1,748,746
		Beverly Drive Wetland	Sweetwater Curve Watermain	Grant Street Drainage	Strawberry Ct	2024 Mill & Overlay	Eureka Rd	Chaska Road Trail	Grant Lorenz Reclaim	2031 Mill & Overlay
CIP Street Program: Project #2	-	310,000	270,000	430,000	470,052	561,800	2,021,511	936,758	1,569,360	844,739
Less: Water portion of CIP Street Program	-	-	(270,000)	-	(203,608)	-	-	-	-	-
Less: Sanitary Sewer portion of CIP Street Program	-	-	-	-	(10,161)	-	(139,349)	-	(175,925)	-
Less: Storm Water portion of CIP Street Program	-	(310,000)	-	(430,000)	-	-	(328,959)	-	(181,939)	-
Streets portion of CIP Street Program	-	-	-	-	256,283	561,800	1,553,203	936,758	1,211,496	844,739
Less: Street Reconstruction Bonds - Ineligible Costs	-	-	-	-	-	-	(119,102)	-	-	-
Street Reconstruction Bonds - Eligible Costs	-	-	-	-	256,283	561,800	1,434,101	936,758	1,211,496	844,739
Storm Water - Eligible Costs	-	-	-	-	-	-	-	-	-	-
Total - Eligible Costs	-	-	-	-	256,283	561,800	1,434,101	936,758	1,211,496	844,739
		Enchanted & Shady Islands	2021 Mill & Overlay	Smithtown Pond/Freeman Park Outlet	Peach Circle	Mill Street Trail Construction	Noble Road Reclaim	2029 Mill & Overlay		
CIP Street Program: Project #3	-	1,161,140	2,160,000	1,942,000	626,320	3,525,407	714,224	751,815	-	-
Less: Water portion of CIP Street Program	-	-	-	-	(169,373)	(2,620,235)	-	-	-	-
Less: Sanitary Sewer portion of CIP Street Program	-	(210,000)	-	-	(6,734)	-	-	-	-	-
Less: Storm Water portion of CIP Street Program	-	(120,000)	-	(1,942,000)	(73,347)	-	(93,676)	-	-	-
Streets portion of CIP Street Program	-	831,140	2,160,000	-	376,866	905,172	620,548	751,815	-	-
Less: Street Reconstruction Bonds - Ineligible Costs	-	-	(60,000)	-	(29,278)	-	-	-	-	-
Street Reconstruction Bonds - Eligible Costs	-	831,140	2,100,000	-	347,588	905,172	620,548	751,815	-	-
Storm Water - Eligible Costs	-	120,000	-	582,000	-	-	-	-	-	-
Total - Eligible Costs	-	951,140	2,100,000	582,000	347,588	905,172	620,548	751,815	-	-

STREET IMPROVEMENT FUND
Fund: 404 - Street Improvement Fund

Bond Interest Rate 5.00%
Bond Duration (Years) 20

	Actual 2019	Actual 2020	Actual 2021	Projected 2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030	Budget 2031	Budget 2032
			Mill & Overlay Woodside	Stream Restoration withtown/Freem	Strawberry (ROW)		Vine Ridge Road Watermain		Noble Road Recon					
CIP Street Program: Project #4	-	1,020,000	100,000	-	150,000	-	1,942,547	-	3,329,487	-	-	-	-	-
Less: Water portion of CIP Street Program	-	(649,740)	-	-	-	-	(896,835)	-	(550,011)	-	-	-	-	-
Less: Sanitary Sewer portion of CIP Street Program	-	(34,000)	-	-	-	-	(53,596)	-	(234,189)	-	-	-	-	-
Less: Storm Water portion of CIP Street Program	-	-	(100,000)	-	-	-	(69,079)	-	(719,965)	-	-	-	-	-
Streets portion of CIP Street Program	-	336,260	-	-	150,000	-	923,037	-	1,825,322	-	-	-	-	-
Less: Street Reconstruction Bonds - Ineligible Costs	-	-	-	-	-	-	-	-	(172,572)	-	-	-	-	-
Street Reconstruction Bonds - Eligible Costs	-	336,260	-	-	150,000	-	923,037	-	1,652,750	-	-	-	-	-
Storm Water - Eligible Costs	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total - Eligible Costs	-	336,260	-	-	150,000	-	923,037	-	1,652,750	-	-	-	-	-
			Lafayette Avenue	Smithtown Pond Trail Connection	Birch Bluff				Noble Rd Channel Widening					
CIP Street Program: Project #5	-	255,700	-	43,000	5,536,380	-	-	-	307,792	-	-	-	-	-
Less: Water portion of CIP Street Program	-	(102,194)	-	-	(941,280)	-	-	-	-	-	-	-	-	-
Less: Sanitary Sewer portion of CIP Street Program	-	(109,023)	-	-	(235,320)	-	-	-	-	-	-	-	-	-
Less: Storm Water portion of CIP Street Program	-	-	-	-	(734,580)	-	-	-	(307,792)	-	-	-	-	-
Streets portion of CIP Street Program	-	44,483	-	43,000	3,625,200	-	-	-	-	-	-	-	-	-
Less: Street Reconstruction Bonds - Ineligible Costs	-	-	-	(43,000)	(189,740)	-	-	-	-	-	-	-	-	-
Street Reconstruction Bonds - Eligible Costs	-	44,483	-	-	3,435,460	-	-	-	-	-	-	-	-	-
Storm Water - Eligible Costs	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total - Eligible Costs	-	44,483	-	-	3,435,460	-	-	-	-	-	-	-	-	-
				Shorewood Lane Ravine	Badger Park Watermain				2027 Mill & Overlay					
CIP Street Program: Project #6	-	-	-	250,000	63,600	-	-	-	802,935	-	-	-	-	-
Less: Water portion of CIP Street Program	-	-	-	-	(63,600)	-	-	-	-	-	-	-	-	-
Less: Sanitary Sewer portion of CIP Street Program	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Less: Storm Water portion of CIP Street Program	-	-	-	(250,000)	-	-	-	-	-	-	-	-	-	-
Streets portion of CIP Street Program	-	-	-	-	-	-	-	-	802,935	-	-	-	-	-
Less: Street Reconstruction Bonds - Ineligible Costs	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Street Reconstruction Bonds - Eligible Costs	-	-	-	-	-	-	-	-	802,935	-	-	-	-	-
Storm Water - Eligible Costs	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total - Eligible Costs	-	-	-	-	-	-	-	-	802,935	-	-	-	-	-
				2022 Mill & Overlay	St. Albans Bay Road									
CIP Street Program: Project #7	-	-	-	752,500	106,000	-	-	-	-	-	-	-	-	-
Less: Water portion of CIP Street Program	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Less: Sanitary Sewer portion of CIP Street Program	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Less: Storm Water portion of CIP Street Program	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Streets portion of CIP Street Program	-	-	-	752,500	106,000	-	-	-	-	-	-	-	-	-
Less: Street Reconstruction Bonds - Ineligible Costs	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Street Reconstruction Bonds - Eligible Costs	-	-	-	752,500	106,000	-	-	-	-	-	-	-	-	-
Storm Water - Eligible Costs	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total - Eligible Costs	-	-	-	752,500	106,000	-	-	-	-	-	-	-	-	-

STREET IMPROVEMENT FUND
Fund: 404 - Street Improvement Fund

Bond Interest Rate 5.00%
Bond Duration (Years) 20

	Actual 2019	Actual 2020	Actual 2021	Projected 2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030	Budget 2031	Budget 2032
CIP Street Program: Project #8	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Less: Water portion of CIP Street Program	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Less: Sanitary Sewer portion of CIP Street Program	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Less: Storm Water portion of CIP Street Program	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Streets portion of CIP Street Program	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Less: Street Reconstruction Bonds - Ineligible Costs	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Street Reconstruction Bonds - Eligible Costs	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Storm Water - Eligible Costs	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total - Eligible Costs	-	-	-	-	-	-	-	-	-	-	-	-	-	-
CIP Street Program: Project #9	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Less: Water portion of CIP Street Program	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Less: Sanitary Sewer portion of CIP Street Program	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Less: Storm Water portion of CIP Street Program	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Streets portion of CIP Street Program	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Less: Street Reconstruction Bonds - Ineligible Costs	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Street Reconstruction Bonds - Eligible Costs	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Storm Water - Eligible Costs	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total - Eligible Costs	-	-	-	-	-	-	-	-	-	-	-	-	-	-
CIP Street Program: TOTAL	452,549	3,304,840	6,108,042	3,634,800	12,014,481	730,340	8,084,973	-	8,828,001	-	2,667,010	-	4,173,148	-
Less: Water portion of CIP Street Program	-	(751,934)	(915,770)	-	(2,037,320)	-	(3,517,070)	-	(1,184,464)	-	-	-	(1,022,135)	-
Less: Sanitary Sewer portion of CIP Street Program	-	(353,023)	(74,123)	-	(379,189)	-	(192,945)	-	(234,189)	-	(175,925)	-	(295,659)	-
Less: Storm Water portion of CIP Street Program	-	(988,000)	(829,700)	(2,839,300)	(2,649,619)	-	(398,038)	-	(1,616,041)	-	(527,774)	-	(261,869)	-
Total Streets portion of CIP Street Program	452,549	1,211,883	4,288,449	795,500	6,948,353	730,340	3,976,920	-	5,793,307	-	1,963,311	-	2,593,485	-
Less: Street Reconstruction Bonds - Ineligible Costs	-	-	(204,589)	(43,000)	(353,019)	-	(119,102)	-	(1,031,445)	-	-	-	-	-
Street Reconstruction Bonds - Eligible Costs	452,549	1,211,883	4,083,860	752,500	6,595,334	730,340	3,857,818	-	4,761,862	-	1,963,311	-	2,593,485	-
Storm Water - Eligible Costs	-	120,000	-	582,000	-	-	-	-	-	-	-	-	-	-
Total - Eligible Costs	452,549	1,331,883	4,083,860	1,334,500	6,595,334	730,340	3,857,818	-	4,761,862	-	1,963,311	-	2,593,485	-
Shift Strawberry Ln/Ct; Peach Circle (bonds issued in late 2022)				3,067,153	(3,067,153)									
Bond Amount			4,083,860	4,401,653	3,528,181	730,340	3,857,818	-	4,761,862	-	1,963,311	-	2,593,485	-

MSA STREET CONSTRUCTION FUND

Fund: 405 - MSA Capital Outlay

	Actual 2020	Actual 2021	YTD & Est. 2022 11/2/2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030	Budget 2031	Budget 2032
REVENUES													
Interest Earnings	1,558	(323)	192	193	194	195	196	197	198	199	200	201	202
MSA	-	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in - Budget	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in - Excess Reserves	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	1,558	(323)	192	193	194	195	196	197	198	199	200	201	202
EXPENDITURES													
Other Improvements	-	99,255	-	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES	-	99,255	-	-	-	-	-	-	-	-	-	-	-
Revenues Over/(Under) Expenditures	1,558	(99,578)	192	193	194	195	196	197	198	199	200	201	202
Beginning Fund Balance	136,478	138,036	38,458	38,650	38,844	39,038	39,233	39,429	39,626	39,824	40,024	40,224	40,425
Ending Fund Balance	138,036	38,458	38,650	38,844	39,038	39,233	39,429	39,626	39,824	40,024	40,224	40,425	40,627

\$100,000 included in 2021 for City's share of Hwy 7/Old Market Rd signal

TRAIL CONSTRUCTION FUND

Fund: 406 - Trail Capital Outlay

	Actual 2020	Actual 2021	YTD & Est. 2022 11/2/2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030	Budget 2031	Budget 2032
REVENUES													
Interest Earnings	4	-	2	2	2	2	2	2	2	2	2	2	2
Grants	-	-	-	-	-	-	-	-	-	-	-	-	-
MSA	-	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in - Budget	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in - Excess Reserves	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	4	-	2	2	2	2	2	2	2	2	2	2	2
EXPENDITURES													
Other Improvements (TO BE DETERMINED)	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	-	-	-	-	-
Revenues Over/(Under) Expenditures	4	-	2	2	2	2	2	2	2	2	2	2	2
Beginning Fund Balance	418	422	422	424	426	428	431	433	435	437	439	441	444
Ending Fund Balance	422	422	424	426	428	431	433	435	437	439	441	444	446

COMMUNITY INFRASTRUCTURE FUND

Fund: 450 - Community Infrastructure Capital Outlay

	Actual 2020	Actual 2021	YTD & Est. 2022 11/2/2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030	Budget 2031	Budget 2032
REVENUES													
Interest Earnings	2,045	(652)	1,153	1,158	1,164	1,170	1,176	1,182	1,188	1,194	1,200	1,206	1,212
Grants	-	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous revenue	9,200	2,740	-	-	-	-	-	-	-	-	-	-	-
Sale of 22000 Stratford Place	-	-	-	-	-	-	-	-	-	-	-	-	-
Encroachment Agreement - Fisk	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in - Budget	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in - Excess Reserves	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	11,245	2,088	1,153	1,158	1,164	1,170	1,176	1,182	1,188	1,194	1,200	1,206	1,212
EXPENDITURES													
Public Works Roof	185,103	-	-	-	-	-	-	-	-	-	-	-	-
Other Improvements	9,880	2,060	-	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES	194,983	2,060	-	-	-	-	-	-	-	-	-	-	-
Revenues Over/(Under) Expenditures	(183,738)	28	1,153	1,158	1,164	1,170	1,176	1,182	1,188	1,194	1,200	1,206	1,212
Beginning Fund Balance	414,248	230,510	230,538	231,691	232,849	234,013	235,183	236,359	237,541	238,729	239,923	241,122	242,328
Ending Fund Balance	230,510	230,538	231,691	232,849	234,013	235,183	236,359	237,541	238,729	239,923	241,122	242,328	243,539
Land Held For Resale	150,068	150,068	150,068	150,068	150,068	150,068	150,068	150,068	150,068	150,068	150,068	150,068	150,068
Fund Balance, Excluding Land Held For Resale	80,442	80,470	81,623	82,781	83,945	85,115	86,291	87,473	88,661	89,855	91,054	92,260	93,471

CITY OF SHOREWOOD

RESOLUTION NO. 22-132

**A RESOLUTION ADOPTING THE 2023 GENERAL FUND OPERATING BUDGET
AND APPROVING THE PROPERTY TAX LEVY COLLECTIBLE IN 2023**

WHEREAS, the 2023 Budget and property tax levies collectible in 2023 for the City of Shorewood have been prepared and reviewed by the City Council; and,

WHEREAS, the budget has been modified by the City Council to meet service delivery goals; and,

WHEREAS, the City Council held a Truth-in-Taxation public meeting on December 12, 2022, to receive public comment regarding the adoption of such budgets and property tax levies;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD AS FOLLOWS:

1. That a budget of \$6,089,295 is adopted to pay for 2023 General Fund operations.
2. That the sum of \$6,173,291 is levied for 2021, collectible in 2022, upon taxable property in the City of Shorewood. Individual fund property tax levies are as follows:

General Fund	\$5,370,016
Debt Service Funds:	
2020A G.O. Street Reconstruction Bonds	\$230,487
2021A G.O. Street Reconstruction Bonds	\$312,806
2022A G.O. Street Reconstruction Bonds	\$228,639
Capital Project Funds:	
Equipment Replacement	\$123,000
Street Improvements	\$123,000
Park Improvements	<u>\$123,000</u>
	<u>\$6,510,948</u>

3. That 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 THE CITY OF SHOREWOOD this 12th day of December, 2022.

ATTEST:

Jennifer Labadie, Mayor

Sandie Thone, City Clerk

CITY OF SHOREWOOD

RESOLUTION NO. 22-133

**ADOPTING THE 2023 SHOREWOOD COMMUNITY & EVENT CENTER BUDGET
AND 2023 ENTERPRISE FUND BUDGETS**

WHEREAS, City staff have presented the preliminary 2023 budgets at meetings through December, 2022; and

WHEREAS, the City Council has reviewed the budgets and made modifications to each that reflect desired community service levels; and

WHEREAS, these budgets represent a reasonable estimate of what needs to be spent to provide the desired service level;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD AS FOLLOWS:

1. The Shorewood Community & Event Center budget is hereby adopted as presented.
2. The Water, Sewer, Storm Water, and Recycling budgets are hereby adopted as presented.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD this 12th day of December, 20212.

ATTEST:

Jennifer Labadie, Mayor

Sandie Thone, City Clerk

CITY OF SHOREWOOD

RESOLUTION NO. 22-134

**ADOPTING THE 2023-2032 CAPITAL IMPROVEMENT PLAN,
AND 2023 CAPITAL PROJECT FUND BUDGETS**

WHEREAS, City staff have presented the preliminary Capital Improvement Plan (CIP) and 2023 capital project fund budgets at meetings through December, 2021; and

WHEREAS, the City Council has reviewed the CIP and budgets and made modifications to each that reflect desired community service levels; and

WHEREAS, these budgets represent a reasonable estimate of what needs to be spent to provide the desired service level;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD AS FOLLOWS:

1. The 2023-2032 Capital Improvement Plan is hereby adopted as presented with this adoption subject to Planning Commission review and determination of compliance with the Comprehensive Plan.
2. The Park Improvement, Equipment Replacement, Street Reconstruction, MSA, Trail Construction, and Community Infrastructure budgets are hereby adopted as presented.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD this 12th day of December, 2022.

ATTEST:

Jennifer Labadie, Mayor

Sandie Thone, City Clerk



City of Shorewood Council Meeting Item

Title/Subject: Employee Service Awards
Meeting Date: Monday, December 12, 2022
Prepared by: Ed Shukle, Interim City Administrator

Background: The city enthusiastically and historically recognizes employees who have hit certain milestones in their employment with the city. These anniversaries of employment are special to employees and the city alike as they are a testimony to their loyalty to the city over the years. Valued employees like these and their continued contributions are vital to the city's success.

The employees being recognized this year:

- Chris Heitz, Public Works Lead Supervisor - 5 years of service
- Marie Darling, Planning Director - 5 years of service
- Sandie Thone, City Clerk/HR Director – 5 years of service

With their individual efforts and achievements, they make it possible for the city to provide exceptional service to the community! Their hard work and dedication is commendable and does not go unnoticed. We look forward to their ongoing contributions and a bright and successful future together!

The Shorewood City Council recognizes and expresses appreciation to Chris Heitz, Marie Darling, and Sandie Thone for being valued members of the team, their significant contributions over the years and their dedication to the city and the community!

A Shorewood Yeti Rambler Tumbler with Magslider Lid will be awarded for the commemorative occasion to each of the employees engraved with their names and years of service. In addition, each employee receives a monetary reward based on years of service.

No Formal Action Requested.

Connection to Vision/Mission: Consistency in providing residents quality public services, a healthy environment, a sustainable tax base, and sound financial management through effective, efficient, and visionary leadership.

**#7A**MEETING TYPE
Regular

City of Shorewood Council Meeting Item

Title / Subject: Reaffirmation of Bee Safe Resolution

Meeting Date: December 12, 2022

Prepared by: Marie Darling, Planning Director

Reviewed by: Ed Shukle, Interim City Administrator; Jared Shephard, City Attorney;
Larry Brown, Public Works Director; Janelle Crossfield, Parks and
Recreation Director

Attachments: Resolution

Background: The City of Shorewood has contracted with the IPM Institute of North America to prepare a guiding document regarding alternatives to the use of chemicals or pesticides for city owned facilities and grounds.

After some members of the City Council expressed concern that the wording in resolution 14-066 does not allow for gradual implementation the City Attorney drafted a resolution that incorporates the comments of the City Council.

The proposed resolution reflects the City Council's commitment to Shorewood being a "Bee Safe" City while reflecting a realistic implementation process.

Public Input: Several Council members also wanted public input into the revised resolution. On December 2, 2022, staff released the draft resolution for public input with an email blast to residents and put the resolution on the city's website with a deadline for written comments by December 9, 2022. All comments received were provided to the City Council at the worksession.

Recommendation: The Council has at least two options which include, but are not limited to:

1. Reject the reaffirmation resolution (implementation would revert to the 2014 resolution).
2. Adopt the resolution as presented.
3. Adopt the resolution with amendments to the language.

Should the City Council make changes to the wording in the resolution, those changes would need to be incorporated into the motion adopting the resolution.

Mission Statement: *The City of Shorewood is committed to providing residents quality public services, a healthy environment, a variety of attractive amenities, a sustainable tax base, and sound financial management through effective, efficient, and visionary leadership.*

Recommended Next Steps:

- Another worksession may be beneficial if the City Council has more questions or requests more research on the plan or implementation of the plan.
- A listening session for public comment on the IPM plan and/or a public comment period may be helpful to gather public opinions on this plan or potential implementation.
- A public community implementation session where the public could weigh in on which parks and what aspects of the plan could be prioritized based on the budgetary restraints.
- Formal adoption of the plan phases or portions thereof and the model integrated pest management policy at a regular meeting with direction to prepare potential code amendments, as may be needed.
- Formal adoption of the implementation plan and decisions on how the implementation of the plan would proceed.

RESOLUTION NO. 22-135

**CITY OF SHOREWOOD
COUNTY OF HENNEPIN
STATE OF MINNESOTA**

**A RESOLUTION REAFFIRMING THE CITY'S COMMITMENT TO "BEE-SAFE" BEST
MANAGEMENT PRACTICES**

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

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

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

WHEREAS, on July 28, 2014, the Shorewood City Council adopted Resolution No.14-066 "A Resolution Endorsing "Bee-Safe" Policies and Procedures; and

WHEREAS, the City Council remains committed to the goal of becoming a Bee-Safe City and recognizes the importance of taking further steps towards achieving that goal; and

WHEREAS, the City has since contracted with IPM Institute of North America and its Midwest Grows Green sustainable landscaping initiative to audit its current landscape maintenance practices, assess compliance with Resolution No.14-066 and make recommendations to improve Bee-Safe best management practices; and

WHEREAS, by this Resolution, which supersedes Resolution No. 14-066, the City desires to confirm its commitment to protecting pollinators and provide further clarification in the ongoing process of becoming a Bee-Safe City.

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

1. The City shall undertake its best efforts to become a Bee-Safe City by undertaking best management practices in the use of plantings and pesticides on Shorewood city property.

2. The City shall undertake its best efforts to refrain from the use of systemic pesticides on Shorewood City property including pesticides from the neonicotinoid family consistent with the integrated pest management plan.

3. The City shall undertake its best efforts to plant flowers favorable to bees and other pollinators in the City's public spaces.

4. The City shall undertake its best efforts to designate Bee-Safe areas in which future City plantings are free from systemic pesticides including neonicotinoids consistent with the integrated pest management plan.

5. The City shall undertake its best efforts to communicate to Shorewood residents the importance of creating and maintaining a pollinator-friendly habitat.

6. The City shall publish a Bee-Safe City Progress Report on an annual basis.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD this 12th day of December 2022.

Jennifer Labadie, Mayor

ATTEST:

Sandie Thone, City Clerk