

**CITY OF SHOREWOOD  
CITY COUNCIL REGULAR MEETING  
MONDAY, DECEMBER 13, 2021**

**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](https://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 are considered routine and non-controversial. However, a council member 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, those can be answered now.

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

- |  |  |
|--|--|
| A. City Council Regular Meeting Minutes of November 22, 2021                                     | Minutes  |
| B. City Council Retreat Work Session Minutes of November 30, 2021                                | Minutes  |
| C. Truth-in-Taxation Public Hearing Minutes of December 6, 2021                                  | Minutes  |
| D. Approval of the Verified Claims List  | Claims List                                      |
| E. Approve Holiday Schedule  | City Administrator Memo                          |
| F. Approve 2022 City Council Meeting Schedule  | City Clerk/HR Director Memo<br>Resolution 21-143 |
| G. Approve 2022 City Master Fee Schedule   | City Clerk/HR Director Memo<br>Resolution 21-144 |
| H. Approve COVID Leave Extension   | City Clerk/HR Director Memo<br>Resolution 21-145 |
| I. Accept Resignation of Emma Notermann and Approve Recruitment for Planning Technician Position | City Clerk/HR Director Memo                      |

- |  |   |
|--|---|
| J. Approve Warming House Closures  | Park and Rec Director Memo<br>Resolution 21-146 |
| K. Accept Arctic Fever Donation from Bolton & Menk   | Park and Rec Director Memo<br>Resolution 21-147 |
| L. Approve Encroachment Agreement for 5350 St. Albans Bay Rd   | City Engineer Memo<br>Resolution 21-148         |
| M. Approve Encroachment Agreement for 25165 Bentgrass Way  | City Engineer Memo<br>Resolution 21-149         |
| N. Approve 2022 Non-Union Wages  | City Administrator Memo                         |
| O. Extension of Final Plat Approval – Excelsior Woods<br>Location: 20325 Excelsior Blvd<br>Applicant: Red Granite Construction LLC | Planning Director Memo<br>Resolution 21-150     |

**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. Once you are recognized, please identify yourself by your first and last name and your address for the record. After this introduction, be concise and courteous and please limit your comments to three minutes. No action will be taken by the council on this matter, but the mayor or council could request that staff place this matter on a future agenda. (No Council Action will be taken)

**4. PUBLIC HEARING**

- |   |                        |
|---|------------------------|
| A. Vacation of Easements at 24640 Bentgrass Way | Planning Director Memo |
|---|------------------------|

**5. REPORTS AND PRESENTATIONS**

- |                                    |                             |
|------------------------------------|-----------------------------|
| A. Employee Recognition of Service | City Clerk/HR Director Memo |
| ➤ Greg Lerud – 5 Years             |                             |
| ➤ Julie Moore – 20 Years           |                             |
| ➤ Bruce Stark – 20 Years           |                             |

**6. PARKS**

**7. PLANNING**

- |  |   |
|--|---|
| A. Variances to front setback and for a 2 <sup>nd</sup> driveway<br>Location: 4990 Shady Island Point<br>Applicant: Zehnder Homes, Inc | Planning Director Memo<br>Resolution 21-151 |
| B. Vacation of easement<br>Location: 24640 Bentgrass Way<br>Applicant: Hope and Matt Chu   | Planning Director Memo<br>Resolution 21-152 |

**8. ENGINEERING/PUBLIC WORKS**

A. Review Bathymetric Surveys for Ponds in Shorewood

City Engineer Memo

B. Birch Bluff Communications Plan

City Engineer Memo

**9. GENERAL/NEW BUSINESS**

A. Donation Policy

City Administrator Memo  
Resolution 21-153

B. Adopt 2022 Property Tax Levy and General Fund Budget

Finance Director Memo  
Resolution 21-154

C. Adopt 2022 Shorewood Community and Event Center and  
Enterprise Fund Budgets

Finance Director Memo  
Resolution 21-155

D. Adopt 2022-2031 Capital Improvement Plan and 2022 Capital  
Project Fund Budgets

Finance Director Memo  
Resolution 21-156

**10. STAFF AND COUNCIL REPORTS**

A. Staff

B. Mayor and City Council

**11. ADJOURN**

CITY OF SHOREWOOD  
CITY COUNCIL REGULAR MEETING  
MONDAY, NOVEMBER 22, 2021

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 7:00 P.M.

#### A. Roll Call

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

Absent: None

### PLEDGE OF ALLEGIANCE

#### B. Review Agenda

Johnson moved, Siakel seconded, approving the agenda as presented. All in favor, motion passed.

### 2. CONSENT AGENDA

Mayor Labadie reviewed the items on the Consent Agenda.

Councilmember Callies asked about item 2D and noted that in the report there was reference to some action that still needed to be taken, but the resolution states that it has been completed.

City Clerk/HR Director Thone stated that everything has been completed for this item, so the resolution language is accurate.

Mayor Labadie asked to remove item 2E from the Consent Agenda and move it to the Planning portion of the meeting as item 7E.

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

A. City Council Regular Meeting Minutes of November 8, 2021

B. Approval of the Verified Claims List

C. Approval of Recording Secretary Service Agreement, Adopting RESOLUTION NO. 21-135, "A Resolution Approving an Addendum to the Recording Secretary Service Agreement."



- D. Approval of the Retail Liquor License for Jim's Liquor, Adopting RESOLUTION NO. 21-136, "A Resolution Approving Jim's Liquor Off-Sale Intoxicating liquor License."
- E. ~~Approval of Consulting Planner Service Agreement, Adopting RESOLUTION NO. 21-137 (Moved to Planning – item 7E.)~~
- F. Approval of Assessment Agreements for Water Connections, Adopting RESOLUTION NO. 21-138, "A Resolution Certifying Special Assessments on the 2022 Hennepin County Property Tax Rolls."
- G. Approve Quote and Award Contract for Installation of Water Services on Lawtonka Drive, Adopting RESOLUTION NO. 21-139, "A Resolution Accepting Quote and Awarding Contract for Installation of Water Services on Lawtonka Drive."

Consent Agenda Item A: Johnson, Gorham, Callies and Siakel voted aye. Labadie abstained. Items B, C, D, F, and G: All in favor. Motion carried.

### 3. MATTERS FROM THE FLOOR

Guy Sanschagrin, 27725 Island View Road, noted the upcoming Council retreat and stated that he thinks that will be a good time for the Council to take a step back and reflect on their duties to Shorewood residents. He suggested the following topics based on feedback he has gotten from other citizens: Create visible processes that base decisions and communications on data, facts and analysis; Improve engagement with residents; Realign and streamline the Zoning Code and better define processes around it. He shared various examples of where he feels each suggestion has room for improvement from their current practices. He stated that he would also suggest that the Council examine their own properties to ensure that there are no violations of City Code.

Mayor Labadie explained that the Council retreat will be held on November 30, 2021.

Chris Hoff, 26395 Peach Circle, thanked the Council for organizing the Strawberry Lane Open House and noted that he felt it was very productive. He stated that he has talked to a number of families from Strawberry Court, Peach Circle, and Strawberry Lane and feels there is a lot of support from the project and hope that it will come to fruition. He stated that there is a lot of interest in water and safety for walking and wanted to reiterate to the Council that there is a lot of community support for this project.

Mayor Labadie noted that for anyone interested, a link to the Open House can be found on the City's website.

Alan Yelsey, 26335 Peach Circle, stated that he would like to suggest agenda items for future meetings and for Council discussion at their upcoming retreat. The recommendations include: The City's practices – such as data and access to information; Projects – requesting that they be listed on the website with access for the residents of all the information pertinent to the projects; Data Practices Act; and the Smithtown Ponds Project to allow for updates and resident feedback on the proposal. He shared examples of situations and experiences as support for why he feels these topics are worthy of discussion.

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Mayor Labadie asked staff to address the comment made regarding charging residents for copies and asked if there is a way for people to view documents free of charge.

City Clerk/HR Director Thone stated that there is no charge for inspection of documents. She stated that the only time there is a charge is when residents want to leave with documents whether they are electronic or hard copy.

Mayor Labadie asked for an explanation of 'inspection'.

City Clerk/HR Director Thone explained that inspection means that they can come into City Hall and view the documents.

#### **4. PUBLIC HEARING**

#### **5. REPORTS AND PRESENTATIONS**

#### **6. PARKS**

##### **A. Report by Commissioner Hirner on October 26, 2021 Park Commission Meeting**

Park Commissioner Hirner gave a brief overview of discussion and actions taken at the October 26, 2021 Park Commission meeting, as reflected in the minutes.

#### **7. PLANNING**

##### **A. Report by Commissioner Riedel on November 16, 2021 Planning Commission Meeting**

Planning Commissioner Riedel gave a brief overview of the discussion and actions taken at the November 16, 2021 of the Planning Commission, as reflected in the minutes.

##### **B. Minor Subdivision and Variance Applicant: Zehnder Homes Location: 24835 Yellowstone Trail**

Planning Director Darling gave an overview of the request for a minor subdivision to re-establish the original lot line between two parcels. She noted that the original lot was recorded in the 1950s and were combined at some point in the past. She explained that the measurement regulations have changed since that time, so with current regulations, the lot would be four inches short of the 100 feet that is required. Staff initially recommended approval because, to recreate legal descriptions in this case, would create two complicated legal descriptions rather than two very simple legal descriptions. Staff received one letter that is attached in the packet and noted that there were also two requests to speak at the Planning Commission meeting. She gave a brief overview of the comments made at the meeting regarding the ravine work that was completed on the west side of the property that drains the Minnetonka Country Club which has been working well and were concerned that this subdivision would interfere with the flow. She stated that upon review, she found that there is a low area on the west side of the property which carries some localized overland waters, but no overland water from the Minnetonka Country Club. She noted that there is a twenty-four inch storm sewer pipe that is on the property to the west which carries a substantial amount of water from the Minnetonka Country Club regional ponds, through this

area, and then directed towards Lake Minnewashta. The existing easements over the other property, as well as the standards ten foot easement, are adequate for the City to maintain the pipes in the future and nothing is expected with this subdivision that would harm the existing drainage system. The applicant is proposing to put a rain garden in the north middle portion of the project which would account for rate control from the additional impervious surface proposed on Lot #4. The Planning Commission voted unanimously to recommend approval of the request.

**Gorham moved, Johnson seconded, Adopting RESOLUTION NO. 21-140, "A Resolution approving a Minor Subdivision and Variance for Zehnder Homes for Property Located at 24835 Yellowstone Trail." All in favor, motion passed.**

**C. Variance to Minimum House Width**  
**Applicant: Ben and Meghan Becker**  
**Location: 6180 Cathcart Drive**

Planning Director Darling explained the request to allow a home to be built at twenty feet wide rather than the required twenty-two feet. The applicant is proposing to remove all of the existing structures from the site and build a new home with two detached garages that would be used to store their personal vehicles and equipment. The home and the garages will have cedar stain, lap-siding with metal roofs. She explained that the proposed home is 20x65 feet and would have about four percent impervious surface coverage. Staff and the Planning Commission recommended approval. She noted that the Planning Commission had asked staff to add discussion of the purpose of a minimum width and size home as well as the size of the garage be added to their work plan in the upcoming year.

Ben Becker, 6180 Cathcart Drive, explained that this home was designed for his family by their architect, Dan Salmela. He read aloud brief biographical information regarding the background and design style of Mr. Salmela. He stated that they are very proud that Mr. Salmela has designed their home and explained some of the elements related to efficiency and natural light.

Councilmember Callies stated that a two foot difference, to her, does not seem to be that much. She stated that Mr. Becker stated that twenty feet is conducive to natural light and asked why twenty-two feet would not be conducive to their plans.

Mr. Becker stated that he believes that is a question that would need to be answered by Mr. Salmela. He noted that when they discussed it, Mr. Salmela indicated that sixteen feet is actually the optimal width. He stated that they have seven foot tall windows and there will be dark cement floors that will allow the light to flood in and warm the flooring and the house. He stated that Mr. Salmela has built other homes that are twenty feet wide which is the compromise that he feels is not too drastic a departure from the optimal sixteen feet width.

Councilmember Callies asked what the basis was of the City having a twenty-two foot width requirement.

Planning Director Darling explained that the minimum home size is consistent with other cities around the metro area. She stated that years back, the State Statute changed which said that zoning ordinances could not prevent any particular types of construction as long as they met the State building code. She stated that as a get around from people trying to live in sheds or mobile homes on regular lots, most cities instituted a size limitation. She stated that the size for Shorewood is 22x30 feet which is the equivalent of 660 square feet. She stated that the Becker

family is proposing a 20x65 foot home which has multiple stories on two acres which she believes it is consistent with the intent of the zoning regulations to prevent impermanent construction.

Councilmember Gorham stated that although this is a self-created issue, he thinks that despite this being very reasonable, what the Planning Commission seemed to struggle with whether there was a way to take reasonable requests into the code so there is not a struggle with the definition of practical difficulty. He stated that he does not think this necessarily fits the variance.

Planning Director Darling agreed that it was not a one-hundred percent perfect fit with the variance criteria. She stated that she would go back to the first criteria which is intent with the Comprehensive Plan and zoning regulations. She noted that the entire criteria are subjective and she would feel in this particular case, the applicant has provided a design that satisfies most of the variance criteria and was enough that she felt comfortable recommending approval.

Councilmember Callies asked how often the City had request for width variance for a home.

Planning Director Darling stated that it is relatively rare and noted that this is the only one she has seen in the City.

Councilmember Callies stated that the reason the City may change the zoning regulations is if the City is hearing the same type of request over and over. She noted that if it is not a frequent request, it may be more appropriate for a variance as opposed to changing the entire code to some other width.

Councilmember Siakel stated that she thinks that the City is not used to people coming before the Council and asking to build something smaller because it is usually a request to go larger.

**Johnson moved, Gorham seconded, Adopting RESOLUTION NO. 21-141, "A Resolution Approving a Variance to the Side Yard Setback for Property Located at 6180 Cathcart Drive." All in favor, motion carried.**

#### **D. Urban Farm Animal Discussion**

Planning Director Darling explained that this item is a continuation of previous discussion regarding chickens and other fowl. She stated that the Council recently approved changes to the standards for urban farm animals, but were concerned after hearing from some residents that chickens are constantly noisy and frequently escape from their enclosures. The Council directed staff to come up with some means of containing the chickens and asked them to look specifically into enclosures and wing clipping. She noted that staff also looked at the possibility of requiring more land in order to be allowed to have chickens or other fowl. Following their research, they are not making any recommendations regarding wing clipping as inspecting and enforcing that practice would be time consuming and an inefficient use of the inspector's time. Staff is recommending that the lot size and setback be increased from the side property lines to be greater than what is currently in place. She stated that this recommendation would be in the hope that there is more space between the coop and the property lines. They are also recommending that the enclosures be fully enclosed which could include nets or screening over the top and noted that the Council may want to consider a minimum sized enclosure based on the number of chickens and adding standards for rejecting or revoking permits, and exempting rabbits and bees from many of the new standards.

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Mayor Labadie asked if there was anyone present who would like to speak regarding urban farm animals, however, there was no one present for this issue.

Councilmember Johnson stated that his only concern is if the City has any current permit holders that have a lot that is less than the proposed half acre.

Planning Director Darling stated that they do and how this would be written up and structured is so that it would apply to new permit requests for a minimum sized lot. She stated that this would mean that all the people who currently have chickens can maintain the same number of chickens until they voluntarily decide to discontinue the practice.

Councilmember Gorham asked about the review of enclosures and whether there was generally a minimum size listed. He noted that if the Council were to recommend a size, he does not think he would know where to begin.

Planning Director Darling stated that there are several standards based on some of the websites she found. She noted that similar to minimum house sizes, it is a certain square footage per chicken or fowl and is based on maintaining minimum standards. She stated that property owners could go larger if they can accommodate that on their property.

Councilmember Gorham asked if they could go larger but would then be subject to accessory structures and building permit limitations.

Planning Director Darling stated that was correct.

Councilmember Gorham asked if she was looking for input from the Council on a minimum size.

Planning Director Darling noted that she plans to propose some options to the Council following her research, if the Council decides to move forward.

Councilmember Callies stated that she thinks the proposed changes sound reasonable to her, particularly the fully enclosed enclosures.

Councilmember Gorham asked if most of the current permit holders have fully enclosed areas.

Planning Director Darling stated that most of the current chicken owners have enclosed coops, but there are a few that allow their chickens to free range and are just enclosing them with fencing. She stated that the City will define 'enclosure' and require that it either have a top, a screen, or a net on it.

Councilmember Gorham expressed his appreciation to Planning Director Darling for how much time she has spent researching this issue.

Councilmember Callies asked if her understanding was correct that this that would still apply to the existing permit holders so they would have to fully enclose their coops, but would not have to meet the minimum lot size.

Planning Director Darling confirmed that this was a correct understanding.

**There was consensus of the Council that these recommendations are reasonable and directed staff to proceed with drafting the amendments to the ordinance.**

**E. Approval of Consulting Planner Service Agreement (Moved from item 2E of the Consent Agenda)**

Planning Director Darling explained that this item is a request to authorize a service agreement with Landform Professional Services to allow their review of any applications that may be submitted where there is a real or perceived conflict of interest for the Planning staff. She explained that certified planners have ethic requirements that are above and beyond the Minnesota Statutory definitions of conflict of interest. She noted that in the event of an application being submitted that she is not able to review, she recommends hiring a firm with a strong planning consultant team, such as Landform Professional Services. She stated that she is recommending them because their planning division is well established with a principal planner who has lead their team for over twenty years and they have extensive experience working with small communities and can accommodate the occasional review of a planning or zoning request. She stated that if no applications come forward in the next few months, staff would not execute the agreement and no cost to the City would be incurred.

Mayor Labadie noted that she would be abstaining from any discussion, debate, or vote on the matter and asked Mayor Pro-Tem Johnson to take over the meeting to discuss this matter.

Mayor Pro-Tem Johnson asked if the Council had any questions for staff.

Councilmember Callies stated that she feels this sounds reasonable but noted that she thinks there may be other situations that come up and questions why the City would not just go ahead and engage this firm and keep them on the 'back burner'. She stated that she understands that Mayor Labadie is recusing herself from this conversation, but noted that she feels this issue is not really directly related to that potential issue. She stated that she thinks it may be good idea for the City to have a back-up in place for other reasons.

Councilmember Gorham asked why this was an 'exploding offer' from the consultant that they can only manage this for three months. He asked why the City could not keep them on-call for a longer time period, such as a year.

Planning Director Darling noted that the City could certainly asked Landform Professional Services if they are open to a longer time frame.

Mayor Pro-Tem Johnson stated he thinks this would be something where the City would reach back out and renew the contract, as needed. He stated that he can see that this may come up in other situations for commissioners, firefighters, or staff members who also live in the City.

Councilmember Gorham asked at whose discretion this consultant would be used.

Planning Director Darling explained that she would make the call on that decision as an application came in. She stated that if she cannot review it, then no one who works under her certifications could review it either.

Councilmember Callies stated that she does not think the intent of this is to step over City staff on a regular basis, so this would have to be in the case of a conflict.

Mayor Pro-Tem Johnson stated that he assumes that there would also be some sort of consultation with City Administrator Lerud and the City Attorney as part of the decision making process.

Planning Director Darling agreed that she would consult them as part of her decision.

Councilmember Siakel stated that she thinks moving forward with this contract is the right thing to do in this circumstance.

**Callies moved, Gorham seconded, Adopting RESOLUTION NO. 21-137, “A Resolution Accepting a Quote and Authorizing Execution of a Service Contract with Landform Professional Services. Johnson, Callies, Gorham and Siakel in favor. Motion passed 4-0-1 (Labadie abstained).**

Mayor Pro-Tem Johnson turned the meeting back over to Mayor Labadie.

## **8. ENGINEERING/PUBLIC WORKS**

### **A. Authorize Preparation of Plans and Specifications for 2022 Mill and Overlay, City Project 21-11**

City Engineer Budde noted that the City identified a mill and overlay project as part of their 2022 CIP in order to aid in maintaining and extending the longevity of the existing roadway infrastructure in the City. He noted that generally, these streets have the poorest pavement ratings and will benefit from a mill and overlay project. The roadways proposed to be included are: Silver Lake Trail, Sierra Circle, Christmas Lake Road, Christmas Lake Lane (East and West), Murray Street, Murray Court, Galpin Lane, and the remaining block of Covington Road. The City has budgeted \$732,500 for this project and there is a proposal from Bolton and Menk in the amount of \$95,500 to prepare the final plans and specifications and complete construction administration for the project.

**Siakel moved, Johnson seconded, Adopting RESOLUTION NO. 21-142, “A Resolution Authorizing Preparing Plans and Specifications for the 2022 Mill and Overlay Project, City Project 21-11.” All in favor, motion passed.**

Mayor Labadie noted that the City is currently in the process of addressing the condition of Galpin Lake Road. She stated that there has been a hearing in front of the Capital Investment Committee and there was a legislative bus tour conducted that included State senators, representatives and other individuals that came to the City. She stated that they are aware that the road does not match the City of Chanhassen and she has reached out to the mayor of Chanhassen to discuss the issue. She stated that if the funding does not come through, it is possible the City may have to address this road at some point. She stated that she just wanted to point out that the roadway is being looked at by both the local level in communication with the neighboring city and neighboring county as well as the State level.

## **9. GENERAL/NEW BUSINESS**

## **10. STAFF AND COUNCIL REPORTS**

**A. Administrator and Staff**

**1. Twins Community Funds Grant**

City Administrator Lerud stated that this item is just for informational purposes. He stated that the field posts on Field 2 have heaved out of the ground and the concrete is exposed. He stated that the City has submitted a grant application to the Twins Community Fund to help with repair and replacement of those posts. He stated that the City will find out by the end of the year if the grant is awarded, but noted that the City may have to do the construction in 2022 whether the grant is awarded or not, because of the condition of the posts.

**2. Update on Request for Non-Conforming Dock**

Planning Director Darling noted that on November 8, 2021, Kelly Rogers spoke to the Council from 20960 Radisson Road who submitted documentation and asked that she be allowed to have a dock on her easement at Christmas Lake either by variance, Conditional Use Permit, or by considering the dock that she previously had to be grandfathered in. Council had requested that staff review the documents and her findings are summarized in the staff report. She stated that in the matter of a variance application docks are listed as an accessory use which defines them as a use and consequently, in the State of Minnesota, you would not be able to apply for a variance to have a dock as a principal use. She stated that for a Conditional Use Permit, in order to review and approve a CUP, the zoning ordinance has to list that use subject to the approve of the CUP and no such use is authorized in a residential zoning districts. She stated that 'grandfathering' is a colloquial term for non-conforming rights and explained that a legally non-conforming right means that a use or structure was originally allowed but due to a code change or other legal process, the use no longer conforms to code. She noted that by Statute, such a use may be continued indefinitely under the parameters in State statute or City code. She stated that if a use was begun and continued without ever having been consistent with code, it is non-conforming and has no rights under Statute to continue. She noted that she had also summarized the rights to the property and the court case that was cited by Ms. Rogers in the staff report. She noted that this item is just for informational purposes this evening.

Kelly Rogers noted that she would be turning in her data practices form to the City.

**Other**

Finance Director Rigdon reminded the Council that the Truth in Taxation meeting will be coming up on December 6, 2021 at 7:00 p.m. in the Council Chambers.

City Engineer Budde gave a brief update on the Smithtown Pond project. He stated that the City was anticipating getting their permit from the Army Corps of Engineers at the beginning of November, but due to a settlement on a case in California, the Army Corps of Engineers has paused any new permits until they get more clarity on the results and nuances of that case. He stated that is not sure how long this permit will be idling.

Councilmember Gorham asked how long the Army Corps of Engineers has had the permit and whether it had already been six months.

City Engineer Budde stated that this permit is a three month permit and they have had it for just over three months.



Councilmember Callies asked if City Engineer Budde was waiting for direction from the Council as to when to get Strawberry Lane back on the agenda.

City Engineer Budde stated that staff had tentatively slated for it to come back in January. He stated that he expected the Council to discuss the applicable items at their upcoming retreat.

Councilmember Johnson stated that there was a comment made during Matters from the Floor about residents being able to find information on projects through the City website. He asked if all of those details and information were available on the City website under Road and City Projects.

City Engineer Budde stated that the relevant documents are available on the City website. He stated that he has met with the person who provided that comment and some of the information they were looking for is from four or five years ago, such as older drainage studies. He stated that all of the information from those have had more recently updated studies, so, in his opinion, some of those things are obsolete and irrelevant.

Councilmember Johnson asked if the Barr Engineering study for all of western Shorewood was still available on the website.

City Engineer Budde stated that study is still on the website and he was referring to stuff prior to that, which is no longer available on the website.

Councilmember Callies stated that she thinks the request was to archive all the documents that there would be in the Data Practices request onto the website, which does not seem practical to her. She stated that the documents are available by a Data Practices request.

City Engineer Budde stated that he had a similar thought on that issue. He stated that he had advised that individual to go ahead and request those documents and they would be provided.

Councilmember Gorham asked if the City charged for something like sending a digital file of information.

City Engineer Budde stated that his understanding is that the City does charge for this service.

City Administrator Lerud noted that the City does charge for staff time and research time. He noted that, for example, Bolton and Menk will submit a bill to the City for the time City Engineer Budde and his staff needed to compile this information so, the charge is a way to recoup those costs.

Councilmember Callies noted that those costs are also set by Statute and is not something the City is making up and this is what is allowed.

Councilmember Gorham stated that if it is available on the website, then it is free. He noted that the concern is that the document is taken off of the website and now people have to pay to access that document.

Councilmember Callies stated that is because it would be considered archival research. She noted that she feels the current website is a bit difficult to maneuver to find the information under

the links and how it is organized. She stated that it does not make sense to her to have every possible document that the City has ever used available on the website.

Councilmember Johnson stated that he completely agreed.

Councilmember Siakel noted that when a resident calls, she feels staff bends over backwards in order to help them and will get the information. She stated that she does not know how everything could be put on the website. She stated that if a resident has a concern, all they have to do is call City Clerk/HR Director Thone or someone at the front desk for assistance.

## **B. Mayor and City Council**

Councilmember Callies asked about the Council schedule for December.

City Administrator Lerud note that the Truth in Taxation meeting will be December 6, 2021 and then are planning to have the regular second Monday meeting on December 13, 2021. He stated that there will be a resolution at the December 13, 2021 meeting requesting some holiday hours and that the December 27, 2021 regular Council meeting not be held.

Councilmember Johnson stated that he felt the Strawberry Lane Open House was great and noted that all Councilmembers were in attendance.

Councilmember Siakel stated that something was brought up tonight regarding Council response to residents. She explained that her comments in the past were that she wanted to have discussion at the retreat for some guidance in responding to residents. She stated that at no time has she ever directed or instructed Councilmembers that they should or should not respond to residents. She noted that, however, when she gets a hostile e-mail or communication or something that threatens litigation, she does not feel compelled to respond to those. She stated that her point at the meeting was really to have a conversation about those situations and how the Council can handle them appropriately and reiterated that she has never told other Councilmembers how they should communicate, respond, or interact with the residents because that is up to them as elected officials.

Mayor Labadie explained the open meeting law and noted that regarding communications, the Council is very cognizant of the law and is cautious that they not violate the law. She stated that there were final interviews for the South Lake Minnetonka Police Department and have selected a finalist who is going through the final evaluations and clearances before they are offered the position. She stated that she met with the other mayors of the Minnetonka School District with the Superintendent which was a productive meeting and noted that Dr. Peterson, the Superintendent, has submitted his retirement plans. She stated that Arctic Fever will be coming up soon and encouraged anyone interested in volunteering to contact Park and Recreation Director Grout for the available opportunities. She stated that her Coffee with the Mayor at Pillars of Shorewood Landing has been going really well and have now scheduled it for once a month. She noted that she has started taking a guest speaker with her to these meetings and noted that currently, these meetings are not open to the public due to COVID-19 restrictions, but on December 10, 2021 the guest speaker will be Senator Ann Johnson-Stewart, whose mother is a resident at the Pillars and on January 13, 2022, Representative Kelly Morrison will be the guest speaker.

## **11. ADJOURN**

Johnson moved, Gorham seconded, Adjourning the City Council Regular Meeting of November 22, 2021, at 8:24 P.M. All in favor, motion passed.

ATTEST:

\_\_\_\_\_  
Jennifer Labadie, Mayor

\_\_\_\_\_  
Sandie Thone, City Clerk

DRAFT

**CITY OF SHOREWOOD  
CITY COUNCIL/STAFF RETREAT WORK SESSION  
MONDAY, NOVEMBER 30, 2021**

**24100 SMITHTOWN ROAD  
EOC ROOM  
9:00 A.M.**

## **MINUTES**

### **1. CONVENE CITY COUNCIL RETREAT WORK SESSION**

Mayor Labadie called the meeting to order at 9:07 A.M.

#### **A. Roll Call**

Present. Mayor Labadie; Councilmembers Johnson (arrived at 9:30 a.m.), Siakel (departed at 2:00 p.m.), Callies, and Gorham (departed at 3:25 p.m.); City Attorney Keane; City Clerk/HR Director Thone; Finance Director Rigdon; Planning Director Darling; Director of Public Works Brown; Park and Rec Director Grout, and, City Engineer Budde.

Absent: City Administrator Lerud

#### **B. Review Agenda**

**Gorham moved, Siakel seconded, approving the agenda as presented. All in favor 4-0, motion passed.**

### **2. LEAGUE OF MN CITIES TRAINING**

Staff Attorney Kyle Hartnett presented an overview of 1) Tips for City Council Meeting Management, 2) Making Meetings Work, and 3) The Elected Official's Role. Discussion ensued regarding the public process in meetings which included but was not limited to public comment period options, meeting broadcast and interactive options, adding public hearing/meeting process to the council memo on the agenda and other discussion.

### **3. DEPARTMENT SUMMARIES**

Department heads provided a brief summary of department highlights in the past year for the following departments:

- City Clerk/HR Director Thone: Administration, Elections, and Human Resources Department – 4 Direct Reports including Deputy Clerk, Communications/Recycling Coordinator, and 2 Administrative Assistants (1-Part-time and 1-Full-time)
- Finance Director Rigdon: Finance Department – 1 Direct Report including Senior Accountant
- Park and Rec Director Grout: Park and Recreation Department and Community Center – 1 Part-time Community Center employee and volunteers
- Planning Director Darling: Planning and Building Department – 3 Direct Reports including Building Officials (1-Part-time and 1-Full-time) and Planning Technician

- Public Works Director Brown: Public Works Department – 10 Direct Reports including Public Works Supervisor, Streets Inspector, 4 Utility Operators, 3 Light Equipment Operators, and 1 Shop Technician

**4. STREETS AND CAPITAL IMPROVEMENT PLAN**

Public Works Director Brown, Finance Director Rigdon, and City Engineer Budde presented on the Capital Improvement Plan which covered four main topics:

- 1) City Street Minimum Standard
- 2) Communication Policy
- 3) Updated CIP Schedule
- 4) Water System

Council provided staff direction on minimum street standards, the street and utility improvement CIP, the communications plan and the flow chart process.

**5. CODE ENFORCEMENT**

Planning Director Darling presented on Proactive Code Enforcement which covered:

- 1) Definition of Proactive Code Enforcement
- 2) Benefits of Proactive Code Enforcement
- 3) Downside of Proactive Code Enforcement

Council provided staff direction that the downsides outweigh the benefits and they are not interested in pursuing Proactive Code Enforcement in the city.

**6. FLEXIBLE WORKPLACE**

City Clerk/HR Director Thone presented on the Flexible Workplace which covered:

- 1) 2021 Employee Survey Results
- 2) Current Personnel Policy on Flexible Schedules and Remote Work
- 3) Proposed Flexible Workplace Policy and Form
- 4) Performance Appraisal Non-Supervisory Qualitative Evaluation

Council provided staff direction to bring back the Flexible Workplace Policy to a future council meeting.

**7. NON-CONFORMING ZONING ISSUES**

City Attorney Keane presented on Non-Conformities in Zoning Matters which is addressed in MN State Statute §462.357 Subd. 1e. Nonconformities, which establishes a base-line for non-conformities. Non-conformities are structures or lots that no longer meet current ordinance requirements. He noted there are no 'grandfather' rights in this process but rather a process for legal non-conformities to exist but in which expansion is not protected.

**8. ADJOURN**

**Callies moved, Johnson seconded, Adjourning the City Council/Staff Retreat Work Session of November 30, 2021, at 3:43 P.M. All in favor 3-0, motion passed.**

**ATTEST:**

\_\_\_\_\_  
**Jennifer Labadie, Mayor**

\_\_\_\_\_  
**Sandie Thone, City Clerk**

**CITY OF SHOREWOOD  
TRUTH-IN-TAXATION PUBLIC HEARING  
MONDAY, DECEMBER 6, 2021**

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

## **MINUTES**

### **1. CONVENE CITY COUNCIL TRUTH-IN-TAXATION MEETING**

Mayor Labadie called the meeting to order at 7:00 P.M.

#### **A. Roll Call**

Present. Mayor Labadie; Councilmembers Johnson and Gorham; City Administrator Lerud; and Finance Director Rigdon

Absent: Councilmembers Callies and Siakel

#### **B. Review Agenda**

Johnson moved, Gorham seconded, approving the agenda as presented. All in favor, motion passed.

### **2. TRUTH-IN-TAXATION PUBLIC MEETING**

#### **A. Truth-In-Taxation Presentation**

Finance Director Rigdon presented the 2022 General Fund budget and 2022 Property Tax Levy. He noted that adoption of these items will most likely happen at the regular Council meeting on December 13, 2021. He reviewed the General Fund Expenditures and Transfers Out for the proposed 2022 budget. He explained that they are proposing an overall preliminary property tax levy of 3.3% for 2022 as compared to the 2% for 2021. Staffing levels will stay the same and staff is proposing a 3% employee cost of living increase for 2022. He stated that there is an increase proposed towards insurance premiums of fifty-dollars per month, which equates to about a 4% increase. He stated that total revenues for the General Fund are just under six million dollars and budgeted to increase by 8.1% from the 2021 budget. He explained that the reason for this increase is in order to cover the expenditure increases as well as balancing prior year budgets. He noted that the expenditures and transfers out are budgeted at just under six million dollars and staff is proposing a 4.4% increase. He noted that public safety accounts for 43% of the City's budget, general government for 29%, streets 21% and parks and recreation for 7% and explained that this breakdown has been very consistent over the last several years.

Councilmember Johnson asked about the 4% Miscellaneous and what is included in that amount.

Finance Director Rigdon explained that this would generally be refunds and reimbursements. He gave an overview of the process for budgeting and truth-in-taxation and noted that this public hearing is not for discussion of the valuations because that was completed earlier in the year. He stated that this information needs to be certified to the County by the end of the year and explained that the Council can lower the levy, but cannot increase it. He stated that the total levy across funds is \$6,173,291, and reiterated that this is 3.3% increase. He stated that the City's

tax capacity rate is proposed to have a 1.2% decrease down to 27.314%. He stated that the five year trend for market value looks fairly positive for growth.

Councilmember Gorham asked if this information means that the City's property values are rising at a higher rate than what the City is taxing the properties at.

Finance Director Rigdon stated that was exactly correct. He reviewed a chart that outlined the valuation and the levy information. He gave an overview of some of the budgeted items for the City such as a transfer to the Shorewood Event and Community Center, the Capital Projects Fund, which includes parks, equipment, and street improvement programs, along with four Enterprise Funds (Water, Sewer, Stormwater, Recycling). He noted that for the Capital Improvement Plan they are starting to look at extending projects out to 2037 but would not affect projects until 2024 because 2022 and 2023 projects are already in motion. He noted that within parks there is a constant need, but a limited amount of dollars, so the City is always looking for alternative funding sources such as grants. He reiterated that the Council will look to approve the 2022 levy and the General Fund budget at their December 13, 2021 meeting, along with the budget for the Shorewood Community and Event Center, the Enterprise Funds, and the Capital Improvement Plan.

Councilmember Gorham commended Finance Director Rigdon for his staff report and presentation because it was very easy to understand.

#### **B. Public Comment**

Mayor Labadie noted that there was no one present in the Council Chambers and asked if there was anyone on-line who indicated that they would like to speak to the Council. City Administrator Lerud confirmed that there were residents who have indicated that they would like to address the Council.

Guy Sanschagrin, 27725 Island View Road, stated that the presentation from Finance Director Rigdon was excellent and noted that the packet he put together was very detailed and thorough. He asked what the top three budgeted to actual variances that were encountered during 2021. He stated that he would like to know what the biggest surprises were from a financial perspective.

Mayor Labadie stated that question is a bit out of the scope of this report, but noted that Finance Director Rigdon may still be able to answer that question, however, he may need to look back at his numbers and get back to Mr. Sanschagrin with a more detailed answer. Finance Director Rigdon agreed that he does not have the answer to that question off the top of his head.

Mr. Sanschagrin stated that he thinks the answer to that question would tie in with this report because it would help residents understand the risks. He stated that his other question is what the most challenging items are to budget for.

Finance Director Rigdon answered that it is probably the overall Capital Improvement Plan because there is a limited amount of dollars and limited capacity for what they want to spend, so the City can only levy so much before it gets to be too high. He stated that they are looking at how they can alleviate some of that financial pressure but still make the City a better place to drive and live.

**CITY OF SHOREWOOD TRUTH-IN-TAXATION MEETING MINUTES**  
**DECEMBER 6, 2021**  
**Page 3 of 4**

City Administrator Lerud noted that another challenge that the City has in budgeting is that about half of the budget goes towards Public Safety. He noted that the City is not in 100% control of those departments and has to work with three other cities in one case and four other cities in another, to negotiate. He explained that this can be a challenge every year because the City pays the largest segment of both of those departments.

Mayor Labadie noted that both of the budget meetings related to Public Safety entities are open to the public if anyone would like to attend.

Mr. Sanschagrín asked how the budget will impact the City's debts. Finance Director Rigdon explained that the debt is basically outside of the General Fund, so there is no debt at all in that fund. He stated that when the City issues a bond, it is for a Capital project, such as a street or utility project, which does not affect the General Fund and is financed and paid for through the General Levy.

Mr. Sanschagrín asked if Finance Director Rigdon saw any opportunities for the City to become more efficient in how funds are spent. Finance Director Rigdon stated that he thinks there is always an opportunity to become more efficient.

Mr. Sanschagrín stated that it appeared as though there is a cash shortfall with Water of about \$318,000 and asked how the City would meet that shortfall and asked if the price of water should be increased. Finance Director Rigdon explained that the City looks at a long-term plan with Water, so they are looking at potential rate changes and possible hook-up charges which have not been included. He stated that right now they are basically looking at operations and the actual user charges are most likely looking at a 10% bump in the future.

Mayor Labadie noted that the City does not require residents to hook-up to water when a street project is done, but when they do, there is a \$10,000 hook-up charge.

Alan Yelsey, 26335 Peach Circle, stated that he has always suggested that the City ask the residents what they want in terms of budget and actually do a survey to gather than information. He asked if Finance Director Rigdon had gotten any input from the public regarding what the City's objectives should be for the budget and priorities.

Mr. Yelsey stated that he believes this is a deficit that he would like the Council to consider correcting immediately. He stated that he feels there should be more public input and noted that he felt this was unfortunate and disconcerting that there has not been a larger participation.

Mayor Labadie stated that she agreed, but noted that she believes this is the first year that there has been anyone from the public who has attended this meeting to give their input.

Mr. Yelsey asked if the water issue is sustainable and whether the City can continue to function if the deficit grows and continues. Finance Director Rigdon stated that the City will find a way to sustain it and are looking at Capital planning for the utility funds and have it structured so the deficit does go away. He stated that for the immediate future there will probably need to be an internal loan from another fund to the Water Fund.

Mr. Yelsey noted that this solution does not solve the long-term problem. He asked about bonding and noted that it appears as though the City is approaching around \$10 million in bonding by next year.



Finance Director Rigdon stated that he does not have the details off the top of his head, but believed that overall, the 2020 and 2021 bonds are about \$10 million.

Mr. Yelsey asked for clarification on the cost of maintaining that bonding capacity and if it would be about \$300,000 per year. Finance Director Rigdon stated that it would be in the \$200,000 range for both bonds and for 2022 the levy is around \$500,000 between the two.

Mr. Yelsey asked if that included additional bonding which means the City will go pursue additional funding in order to complete some of the Capital projects. Finance Director Rigdon stated that this is the current plan.

Mr. Yelsey asked if there was any risk and asked if these were fixed bonds in terms of what has to be paid out on them or were they variable and would be affected by inflation. Finance Director Rigdon explained that they are fixed bonds and would not have any variable debt for the City.

There were no additional questions from the public.

Mayor Labadie noted that this will be on the December 13, 2021 City Council agenda for approval.

### **3. ADJOURN**

**Gorham moved, Johnson seconded, Adjourning the Truth-In-Taxation Meeting of December 6, 2021, at 7:29 P.M. Motion passed.**

**ATTEST:**

\_\_\_\_\_  
**Sandie Thone, City Clerk**

\_\_\_\_\_  
**Jennifer Labadie, Mayor**



#2 D

MEETING TYPE  
Regular Meeting

## City of Shorewood Council Meeting Item

**Title / Subject:** Verified Claims

**Meeting Date:** December 13, 2021

**Prepared by:** Michelle Nguyen, Senior Accountant  
Greg Lerud, City Administrator  
Joe Rigdon, Finance Director

**Attachments:** Claims lists

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**Policy Consideration:**

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

**Background:**

Claims for council authorization.

<b>67135 - 67165 &amp; ACH</b>	<b>707,086.58</b>
<b>Total Claims</b>	<b>\$707,086.58</b>

We have also included a payroll summary for the payroll period ending **November 21, 2021 & December 5, 2021.**

**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.

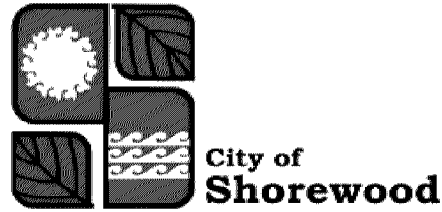
# Payroll

## G/L Distribution Report

User: mnguyen

Batch: 00002.11.2021 - PR-11-22-2021

CITY OF SHOREWOOD



Account Number	Debit Amount	Credit Amount	Description
FUND 101	General Fund		
101-00-1010-0000	0.00	70,327.89	CASH AND INVESTMENTS
101-11-4103-0000	1,716.64	0.00	PART-TIME
101-11-4122-0000	131.31	0.00	FICA CONTRIB - CITY SHARE
101-13-4101-0000	13,226.38	0.00	FULL-TIME REGULAR
101-13-4103-0000	678.80	0.00	PART-TIME
101-13-4121-0000	1,042.84	0.00	PERA CONTRIB - CITY SHARE
101-13-4122-0000	1,035.99	0.00	FICA CONTRIB - CITY SHARE
101-13-4131-0000	2,055.74	0.00	EMPLOYEE INSURANCE - CITY
101-13-4151-0000	77.84	0.00	WORKERS COMPENSATION
101-15-4101-0000	5,456.05	0.00	FULL-TIME REGULAR
101-15-4121-0000	409.23	0.00	PERA CONTRIB - CITY SHARE
101-15-4122-0000	416.68	0.00	FICA CONTRIB - CITY SHARE
101-15-4131-0000	607.47	0.00	EMPLOYEE INSURANCE - CITY
101-15-4151-0000	24.88	0.00	WORKERS COMPENSATION
101-18-4101-0000	7,951.34	0.00	FULL-TIME REGULAR
101-18-4121-0000	596.38	0.00	PERA CONTRIB - CITY SHARE
101-18-4122-0000	580.17	0.00	FICA CONTRIB - CITY SHARE
101-18-4131-0000	1,014.86	0.00	EMPLOYEE INSURANCE - CITY
101-18-4151-0000	43.44	0.00	WORKERS COMPENSATION
101-24-4101-0000	3,546.76	0.00	FULL-TIME REGULAR
101-24-4121-0000	266.00	0.00	PERA CONTRIB - CITY SHARE
101-24-4122-0000	272.52	0.00	FICA CONTRIB - CITY SHARE
101-24-4131-0000	671.93	0.00	EMPLOYEE INSURANCE - CITY
101-24-4151-0000	17.47	0.00	WORKERS COMPENSATION
101-32-4101-0000	14,698.03	0.00	FULL-TIME REGULAR
101-32-4102-0000	98.61	0.00	OVERTIME
101-32-4105-0000	409.08	0.00	STREET PAGER PAY
101-32-4121-0000	1,140.48	0.00	PERA CONTRIB - CITY SHARE
101-32-4122-0000	1,086.01	0.00	FICA CONTRIB - CITY SHARE
101-32-4131-0000	2,708.98	0.00	EMPLOYEE INSURANCE - CITY
101-32-4151-0000	827.18	0.00	WORKERS COMPENSATION
101-33-4101-0000	371.24	0.00	FULL-TIME REGULAR
101-33-4121-0000	27.84	0.00	PERA CONTRIB - CITY SHARE
101-33-4122-0000	38.02	0.00	FICA CONTRIB - CITY SHARE

Account Number	Debit Amount	Credit Amount	Description
101-33-4131-0000	280.85	0.00	EMPLOYEE INSURANCE - CITY
101-33-4151-0000	26.73	0.00	WORKERS COMPENSATION
101-52-4101-0000	3,477.35	0.00	FULL-TIME REGULAR
101-52-4121-0000	260.77	0.00	PERA CONTRIB - CITY SHARE
101-52-4122-0000	252.19	0.00	FICA CONTRIB - CITY SHARE
101-52-4131-0000	825.34	0.00	EMPLOYEE INSURANCE - CITY
101-52-4151-0000	195.71	0.00	WORKERS COMPENSATION
101-53-4101-0000	1,469.06	0.00	FULL-TIME REGULAR
101-53-4121-0000	110.19	0.00	PERA CONTRIB - CITY SHARE
101-53-4122-0000	111.77	0.00	FICA CONTRIB - CITY SHARE
101-53-4131-0000	16.61	0.00	EMPLOYEE INSURANCE - CITY
101-53-4151-0000	55.13	0.00	WORKERS COMPENSATION
<b>FUND Total:</b>	<b>70,327.89</b>	<b>70,327.89</b>	
FUND 201	Shorewood Comm. & Event Center		
201-00-1010-0000	0.00	2,511.86	CASH AND INVESTMENTS
201-00-4101-0000	1,673.94	0.00	FULL-TIME REGULAR
201-00-4103-0000	419.22	0.00	PART-TIME
201-00-4121-0000	153.83	0.00	PERA CONTRIB - CITY SHARE
201-00-4122-0000	161.34	0.00	FICA CONTRIB - CITY SHARE
201-00-4131-0000	24.91	0.00	EMPLOYEE INSURANCE - CITY
201-00-4151-0000	78.62	0.00	WORKERS COMPENSATION
<b>FUND Total:</b>	<b>2,511.86</b>	<b>2,511.86</b>	
FUND 601	Water Utility		
601-00-1010-0000	0.00	9,751.49	CASH AND INVESTMENTS
601-00-4101-0000	6,975.15	0.00	FULL-TIME REGULAR
601-00-4105-0000	204.54	0.00	WATER PAGER PAY
601-00-4121-0000	538.46	0.00	PERA CONTRIB - CITY SHARE
601-00-4122-0000	530.05	0.00	FICA CONTRIB - CITY SHARE
601-00-4131-0000	1,336.71	0.00	EMPLOYEE INSURANCE - CITY
601-00-4151-0000	166.58	0.00	WORKERS COMPENSATION
<b>FUND Total:</b>	<b>9,751.49</b>	<b>9,751.49</b>	
FUND 611	Sanitary Sewer Utility		
611-00-1010-0000	0.00	10,883.41	CASH AND INVESTMENTS
611-00-4101-0000	8,086.03	0.00	FULL-TIME REGULAR
611-00-4102-0000	99.30	0.00	OVERTIME
611-00-4105-0000	204.54	0.00	SEWER PAGER PAY
611-00-4121-0000	629.25	0.00	PERA CONTRIB - CITY SHARE
611-00-4122-0000	591.29	0.00	FICA CONTRIB - CITY SHARE
611-00-4131-0000	1,091.73	0.00	EMPLOYEE INSURANCE - CITY

Account Number	Debit Amount	Credit Amount	Description
611-00-4151-0000	181.27	0.00	WORKERS COMPENSATION
<b>FUND Total:</b>	<b>10,883.41</b>	<b>10,883.41</b>	
FUND 621	Recycling Utility		
621-00-1010-0000	0.00	594.06	CASH AND INVESTMENTS
621-00-4101-0000	442.78	0.00	FULL-TIME REGULAR
621-00-4121-0000	33.21	0.00	PERA CONTRIB - CITY SHARE
621-00-4122-0000	33.57	0.00	FICA CONTRIB - CITY SHARE
621-00-4131-0000	81.79	0.00	EMPLOYEE INSURANCE - CITY
621-00-4151-0000	2.71	0.00	WORKERS COMPENSATION
<b>FUND Total:</b>	<b>594.06</b>	<b>594.06</b>	
FUND 631	Storm Water Utility		
631-00-1010-0000	0.00	3,582.03	CASH AND INVESTMENTS
631-00-4101-0000	2,791.26	0.00	FULL-TIME REGULAR
631-00-4121-0000	209.33	0.00	PERA CONTRIB - CITY SHARE
631-00-4122-0000	190.93	0.00	FICA CONTRIB - CITY SHARE
631-00-4131-0000	299.66	0.00	EMPLOYEE INSURANCE - CITY
631-00-4151-0000	90.85	0.00	WORKERS COMPENSATION
<b>FUND Total:</b>	<b>3,582.03</b>	<b>3,582.03</b>	
FUND 700	Payroll Clearing Fund		
700-00-1010-0000	97,650.74	0.00	CASH AND INVESTMENTS
700-00-2170-0000	0.00	45,947.16	GROSS PAYROLL CLEARING
700-00-2171-0000	0.00	11,478.67	HEALTH INSURANCE PAYABLE
700-00-2172-0000	0.00	6,040.81	FEDERAL WITHHOLDING PAYABLE
700-00-2173-0000	0.00	3,100.51	STATE WITHHOLDING PAYABLE
700-00-2174-0000	0.00	10,863.68	FICA/MEDICARE TAX PAYABLE
700-00-2175-0000	0.00	10,201.74	PERA WITHHOLDING PAYABLE
700-00-2176-0000	0.00	5,700.00	DEFERRED COMPENSATION
700-00-2177-0000	0.00	1,788.41	WORKERS COMPENSATION
700-00-2183-0000	0.00	1,208.92	HEALTH SAVINGS ACCOUNT
700-00-2184-0000	0.00	872.84	DENTAL DELTA
700-00-2185-0000	0.00	448.00	DENTAL - UNION
<b>FUND Total:</b>	<b>97,650.74</b>	<b>97,650.74</b>	
<b>Report Total:</b>	<b>195,301.48</b>	<b>195,301.48</b>	

# Payroll

## G/L Distribution Report

User: mnguyen

Batch: 00001.12.2021 - PR-12-06-2021

CITY OF SHOREWOOD



Account Number	Debit Amount	Credit Amount	Description
FUND 101	General Fund		
101-00-1010-0000	0.00	73,638.95	CASH AND INVESTMENTS
101-13-4101-0000	13,329.98	0.00	FULL-TIME REGULAR
101-13-4103-0000	678.80	0.00	PART-TIME
101-13-4121-0000	1,050.65	0.00	PERA CONTRIB - CITY SHARE
101-13-4122-0000	1,043.99	0.00	FICA CONTRIB - CITY SHARE
101-13-4131-0000	2,138.62	0.00	EMPLOYEE INSURANCE - CITY
101-13-4151-0000	58.71	0.00	WORKERS COMPENSATION
101-15-4101-0000	5,456.03	0.00	FULL-TIME REGULAR
101-15-4121-0000	409.21	0.00	PERA CONTRIB - CITY SHARE
101-15-4122-0000	414.89	0.00	FICA CONTRIB - CITY SHARE
101-15-4131-0000	640.85	0.00	EMPLOYEE INSURANCE - CITY
101-15-4151-0000	23.42	0.00	WORKERS COMPENSATION
101-18-4101-0000	8,725.69	0.00	FULL-TIME REGULAR
101-18-4121-0000	598.31	0.00	PERA CONTRIB - CITY SHARE
101-18-4122-0000	631.76	0.00	FICA CONTRIB - CITY SHARE
101-18-4131-0000	1,279.13	0.00	EMPLOYEE INSURANCE - CITY
101-18-4151-0000	39.34	0.00	WORKERS COMPENSATION
101-24-4101-0000	3,718.36	0.00	FULL-TIME REGULAR
101-24-4121-0000	270.85	0.00	PERA CONTRIB - CITY SHARE
101-24-4122-0000	279.60	0.00	FICA CONTRIB - CITY SHARE
101-24-4131-0000	707.02	0.00	EMPLOYEE INSURANCE - CITY
101-24-4151-0000	15.99	0.00	WORKERS COMPENSATION
101-32-4101-0000	19,147.31	0.00	FULL-TIME REGULAR
101-32-4102-0000	127.91	0.00	OVERTIME
101-32-4121-0000	1,445.64	0.00	PERA CONTRIB - CITY SHARE
101-32-4122-0000	1,327.38	0.00	FICA CONTRIB - CITY SHARE
101-32-4131-0000	2,722.94	0.00	EMPLOYEE INSURANCE - CITY
101-32-4151-0000	933.06	0.00	WORKERS COMPENSATION
101-33-4101-0000	504.14	0.00	FULL-TIME REGULAR
101-33-4102-0000	424.59	0.00	OVERTIME
101-33-4121-0000	69.65	0.00	PERA CONTRIB - CITY SHARE
101-33-4122-0000	71.72	0.00	FICA CONTRIB - CITY SHARE
101-33-4131-0000	284.81	0.00	EMPLOYEE INSURANCE - CITY
101-33-4151-0000	51.09	0.00	WORKERS COMPENSATION

Account Number	Debit Amount	Credit Amount	Description
101-52-4101-0000	2,396.55	0.00	FULL-TIME REGULAR
101-52-4121-0000	179.75	0.00	PERA CONTRIB - CITY SHARE
101-52-4122-0000	202.63	0.00	FICA CONTRIB - CITY SHARE
101-52-4131-0000	832.59	0.00	EMPLOYEE INSURANCE - CITY
101-52-4151-0000	187.69	0.00	WORKERS COMPENSATION
101-53-4101-0000	1,008.70	0.00	FULL-TIME REGULAR
101-53-4121-0000	75.65	0.00	PERA CONTRIB - CITY SHARE
101-53-4122-0000	76.26	0.00	FICA CONTRIB - CITY SHARE
101-53-4131-0000	16.61	0.00	EMPLOYEE INSURANCE - CITY
101-53-4151-0000	41.08	0.00	WORKERS COMPENSATION
<b>FUND Total:</b>	<b>73,638.95</b>	<b>73,638.95</b>	
FUND 201	Shorewood Comm. & Event Center		
201-00-1010-0000	0.00	3,016.61	CASH AND INVESTMENTS
201-00-4101-0000	1,928.65	0.00	FULL-TIME REGULAR
201-00-4103-0000	600.87	0.00	PART-TIME
201-00-4121-0000	176.22	0.00	PERA CONTRIB - CITY SHARE
201-00-4122-0000	191.23	0.00	FICA CONTRIB - CITY SHARE
201-00-4131-0000	24.91	0.00	EMPLOYEE INSURANCE - CITY
201-00-4151-0000	94.73	0.00	WORKERS COMPENSATION
<b>FUND Total:</b>	<b>3,016.61</b>	<b>3,016.61</b>	
FUND 601	Water Utility		
601-00-1010-0000	0.00	9,711.08	CASH AND INVESTMENTS
601-00-4101-0000	7,079.12	0.00	FULL-TIME REGULAR
601-00-4121-0000	530.94	0.00	PERA CONTRIB - CITY SHARE
601-00-4122-0000	527.99	0.00	FICA CONTRIB - CITY SHARE
601-00-4131-0000	1,392.74	0.00	EMPLOYEE INSURANCE - CITY
601-00-4151-0000	180.29	0.00	WORKERS COMPENSATION
<b>FUND Total:</b>	<b>9,711.08</b>	<b>9,711.08</b>	
FUND 611	Sanitary Sewer Utility		
611-00-1010-0000	0.00	10,098.90	CASH AND INVESTMENTS
611-00-4101-0000	7,653.45	0.00	FULL-TIME REGULAR
611-00-4121-0000	574.00	0.00	PERA CONTRIB - CITY SHARE
611-00-4122-0000	541.98	0.00	FICA CONTRIB - CITY SHARE
611-00-4131-0000	1,136.94	0.00	EMPLOYEE INSURANCE - CITY
611-00-4151-0000	192.53	0.00	WORKERS COMPENSATION
<b>FUND Total:</b>	<b>10,098.90</b>	<b>10,098.90</b>	
FUND 621	Recycling Utility		

Account Number	Debit Amount	Credit Amount	Description
621-00-1010-0000	0.00	540.43	CASH AND INVESTMENTS
621-00-4101-0000	397.82	0.00	FULL-TIME REGULAR
621-00-4121-0000	29.85	0.00	PERA CONTRIB - CITY SHARE
621-00-4122-0000	29.73	0.00	FICA CONTRIB - CITY SHARE
621-00-4131-0000	81.79	0.00	EMPLOYEE INSURANCE - CITY
621-00-4151-0000	1.24	0.00	WORKERS COMPENSATION
<b>FUND Total:</b>	<b>540.43</b>	<b>540.43</b>	
FUND 631	Storm Water Utility		
631-00-1010-0000	0.00	2,867.66	CASH AND INVESTMENTS
631-00-4101-0000	2,185.01	0.00	FULL-TIME REGULAR
631-00-4121-0000	163.87	0.00	PERA CONTRIB - CITY SHARE
631-00-4122-0000	159.18	0.00	FICA CONTRIB - CITY SHARE
631-00-4131-0000	310.01	0.00	EMPLOYEE INSURANCE - CITY
631-00-4151-0000	49.59	0.00	WORKERS COMPENSATION
<b>FUND Total:</b>	<b>2,867.66</b>	<b>2,867.66</b>	
FUND 700	Payroll Clearing Fund		
700-00-1010-0000	99,873.63	0.00	CASH AND INVESTMENTS
700-00-2170-0000	0.00	45,777.25	GROSS PAYROLL CLEARING
700-00-2171-0000	0.00	11,250.52	HEALTH INSURANCE PAYABLE
700-00-2172-0000	0.00	6,357.63	FEDERAL WITHHOLDING PAYABLE
700-00-2173-0000	0.00	3,202.87	STATE WITHHOLDING PAYABLE
700-00-2174-0000	0.00	10,996.68	FICA/MEDICARE TAX PAYABLE
700-00-2175-0000	0.00	10,405.94	PERA WITHHOLDING PAYABLE
700-00-2176-0000	0.00	5,700.00	DEFERRED COMPENSATION
700-00-2177-0000	0.00	1,868.76	WORKERS COMPENSATION
700-00-2180-0000	0.00	977.38	LIFE INSURANCE
700-00-2181-0000	0.00	1,528.01	DISABILITY INSURANCE
700-00-2182-0000	0.00	410.48	UNION DUES
700-00-2183-0000	0.00	1,208.92	HEALTH SAVINGS ACCOUNT
700-00-2184-0000	0.00	45.94	DENTAL DELTA
700-00-2186-0000	0.00	143.25	VOLUNTARY VISION
<b>FUND Total:</b>	<b>99,873.63</b>	<b>99,873.63</b>	
<b>Report Total:</b>	<b>199,747.26</b>	<b>199,747.26</b>	



# Accounts Payable

## Computer Check Proof List by Vendor

User: mnguyen  
 Printed: 11/22/2021 - 11:44AM  
 Batch: 00006.11.2021 - PR-11-22-2021



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 4	AFSCME CO 5 MEMBER HEALTH FUND			Check Sequence: 1	ACH Enabled: True
November-2021	PR Batch 00002.11.2021 Dental - Union	448.00	11/22/2021	700-00-2185-0000	PR Batch 00002.11.2021 Dental - Union
	Check Total:	448.00			
Vendor: 1084	BANK VISTA			Check Sequence: 2	ACH Enabled: True
PR-11-22-2021	PR Batch 00002.11.2021 HSA-BANK VISTA	276.92	11/22/2021	700-00-2183-0000	PR Batch 00002.11.2021 HSA-BANK VIS
	Check Total:	276.92			
Vendor: 5	EFTPS - FEDERAL W/H			Check Sequence: 3	ACH Enabled: True
PR-11-22-2021	PR Batch 00002.11.2021 Federal Income Tax	6,040.81	11/22/2021	700-00-2172-0000	PR Batch 00002.11.2021 Federal Income T
PR-11-22-2021	PR Batch 00002.11.2021 FICA Employee Portio	4,402.27	11/22/2021	700-00-2174-0000	PR Batch 00002.11.2021 FICA Employee I
PR-11-22-2021	PR Batch 00002.11.2021 FICA Employer Portio	4,402.27	11/22/2021	700-00-2174-0000	PR Batch 00002.11.2021 FICA Employer I
PR-11-22-2021	PR Batch 00002.11.2021 Medicare Employee Pc	1,029.57	11/22/2021	700-00-2174-0000	PR Batch 00002.11.2021 Medicare Employ
PR-11-22-2021	PR Batch 00002.11.2021 Medicare Employer Po	1,029.57	11/22/2021	700-00-2174-0000	PR Batch 00002.11.2021 Medicare Employ
	Check Total:	16,904.49			
Vendor: 6	HEALTH PARTNERS-MEDICAL			Check Sequence: 4	ACH Enabled: True
November-2021	PR Batch 00002.11.2021 Health Insurance-HSA-	6,673.45	11/22/2021	700-00-2171-0000	PR Batch 00002.11.2021 Health Insurance-
November-2021	PR Batch 00001.11.2021 Health Ins - CoPay-1	4,220.00	11/08/2021	700-00-2171-0000	PR Batch 00001.11.2021 Health Ins - CoPa
November-2021	PR Batch 00001.11.2021 Health Insurance-HSA-	5,780.00	11/08/2021	700-00-2171-0000	PR Batch 00001.11.2021 Health Insurance-
November-2021	PR Batch 00002.11.2021 Health Ins - CoPay-2	4,805.22	11/22/2021	700-00-2171-0000	PR Batch 00002.11.2021 Health Ins - CoPa
	Check Total:	21,478.67			
Vendor: 1166	HEALTHPARTNER-DENTAL			Check Sequence: 5	ACH Enabled: True
November-2021	PR Batch 00002.11.2021 Dental - Non Union	872.84	11/22/2021	700-00-2184-0000	PR Batch 00002.11.2021 Dental - Non Uni
November-2021-C	Nov - COBRA - Pattie	45.94	11/22/2021	700-00-2184-0000	PR Batch 00002.11.2021 Dental - Non Uni
	Check Total:	918.78			
Vendor: 2	ICMA RETIREMENT TRUST-302131-457			Check Sequence: 6	ACH Enabled: True

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
PR-11-22-2021	PR Batch 00002.11.2021 Deferred Comp-ICMA	3,075.00	11/22/2021	700-00-2176-0000	PR Batch 00002.11.2021 Deferred Comp-I
	Check Total:	3,075.00			
Vendor: 11	MINNESOTA DEPARTMENT OF REVENUE			Check Sequence: 7	ACH Enabled: True
PR-11-22-2021	PR Batch 00002.11.2021 State Income Tax	3,100.51	11/22/2021	700-00-2173-0000	PR Batch 00002.11.2021 State Income Tax
	Check Total:	3,100.51			
Vendor: 1091	MSRS-MN DEFERRED COMP PLAN 457			Check Sequence: 8	ACH Enabled: True
PR-11-22-2021	PR Batch 00002.11.2021 Deferred Comp-MSRS	150.00	11/22/2021	700-00-2176-0000	PR Batch 00002.11.2021 Deferred Comp-MSRS
PR-11-22-2021	PR Batch 00002.11.2021 Deferred Comp-MSRS	2,475.00	11/22/2021	700-00-2176-0000	PR Batch 00002.11.2021 Deferred Comp-MSRS
	Check Total:	2,625.00			
Vendor: 665	OPTUM BANK			Check Sequence: 9	ACH Enabled: True
PR-11-22-2021	PR Batch 00002.11.2021 HSA-OPTUM BANK	932.00	11/22/2021	700-00-2183-0000	PR Batch 00002.11.2021 HSA-OPTUM BANK
	Check Total:	932.00			
Vendor: 9	PERA			Check Sequence: 10	ACH Enabled: True
PR-11-22-2021	PR Batch 00002.11.2021 MN-PERA Deduction	4,695.44	11/22/2021	700-00-2175-0000	PR Batch 00002.11.2021 MN-PERA Deduction
PR-11-22-2021	PR Batch 00002.11.2021 MN PERA Benefit Em	5,417.81	11/22/2021	700-00-2175-0000	PR Batch 00002.11.2021 MN PERA Benefit Em
	Check Total:	10,113.25			
	Total for Check Run:	59,872.62			
	Total of Number of Checks:	10			

# Accounts Payable

## Computer Check Proof List by Vendor

User: mnguyen  
 Printed: 12/06/2021 - 11:37AM  
 Batch: 00001.12.2021 - PR-12-06-2021



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 12	AFSCME MN COUNCIL 5 - UNION DUES			Check Sequence: 1	ACH Enabled: True
December-2021	PR Batch 00001.12.2021 Union Dues	410.48	12/06/2021	700-00-2182-0000	PR Batch 00001.12.2021 Union Dues
	Check Total:	410.48			
Vendor: 1084	BANK VISTA			Check Sequence: 2	ACH Enabled: True
PR-12-06-2021	PR Batch 00001.12.2021 HSA-BANK VISTA	276.92	12/06/2021	700-00-2183-0000	PR Batch 00001.12.2021 HSA-BANK VIS
	Check Total:	276.92			
Vendor: 5	EFTPS - FEDERAL W/H			Check Sequence: 3	ACH Enabled: True
PR-12-06-2021	PR Batch 00001.12.2021 Federal Income Tax	6,357.63	12/06/2021	700-00-2172-0000	PR Batch 00001.12.2021 Federal Income T
PR-12-06-2021	PR Batch 00001.12.2021 FICA Employee Portio	4,456.18	12/06/2021	700-00-2174-0000	PR Batch 00001.12.2021 FICA Employee I
PR-12-06-2021	PR Batch 00001.12.2021 FICA Employer Portio	4,456.18	12/06/2021	700-00-2174-0000	PR Batch 00001.12.2021 FICA Employer I
PR-12-06-2021	PR Batch 00001.12.2021 Medicare Employee Pc	1,042.16	12/06/2021	700-00-2174-0000	PR Batch 00001.12.2021 Medicare Employ
PR-12-06-2021	PR Batch 00001.12.2021 Medicare Employer Po	1,042.16	12/06/2021	700-00-2174-0000	PR Batch 00001.12.2021 Medicare Employ
	Check Total:	17,354.31			
Vendor: 1165	FIDELITY SECURITY LIFE INSURANCE CO			Check Sequence: 4	ACH Enabled: False
December-2021	PR Batch 00001.12.2021 Vision-Avesis	143.25	12/06/2021	700-00-2186-0000	PR Batch 00001.12.2021 Vision-Avesis
	Check Total:	143.25			
Vendor: 2	ICMA RETIREMENT TRUST-302131-457			Check Sequence: 5	ACH Enabled: True
PR-12-06-2021	PR Batch 00001.12.2021 Deferred Comp-ICMA	3,075.00	12/06/2021	700-00-2176-0000	PR Batch 00001.12.2021 Deferred Comp-I
	Check Total:	3,075.00			
Vendor: 686	KANSAS CITY LIFE INSURANCE COMPAN'			Check Sequence: 6	ACH Enabled: True
December-2021	PR Batch 00001.12.2021 Long Term Disability	720.64	12/06/2021	700-00-2181-0000	PR Batch 00001.12.2021 Long Term Disat
December-2021	PR Batch 00001.12.2021 Short Term Disability	807.37	12/06/2021	700-00-2181-0000	PR Batch 00001.12.2021 Short Term Disat
	Check Total:	1,528.01			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 11 PR-12-06-2021	MINNESOTA DEPARTMENT OF REVENUE PR Batch 00001.12.2021 State Income Tax	3,202.87	12/06/2021	Check Sequence: 7 700-00-2173-0000	ACH Enabled: True PR Batch 00001.12.2021 State Income Tax
	Check Total:	3,202.87			
Vendor: 7 December-2021	MINNESOTA LIFE PR Batch 00001.12.2021 Life Insurance	881.38	12/06/2021	Check Sequence: 8 700-00-2180-0000	ACH Enabled: True PR Batch 00001.12.2021 Life Insurance
	Check Total:	881.38			
Vendor: 1091 PR-12-06-2021 PR-12-06-2021	MSRS-MN DEFERRED COMP PLAN 457 PR Batch 00001.12.2021 Deferred Comp-MSRS PR Batch 00001.12.2021 Deferred Comp-MSRS	2,475.00 150.00	12/06/2021 12/06/2021	Check Sequence: 9 700-00-2176-0000 700-00-2176-0000	ACH Enabled: True PR Batch 00001.12.2021 Deferred Comp-MSRS PR Batch 00001.12.2021 Deferred Comp-MSRS
	Check Total:	2,625.00			
Vendor: 10 December-2021	NCPERS GROUP LIFE INSURANCE New Enrollments-Brown-Darling-Heitz-Kosek-F	96.00	12/06/2021	Check Sequence: 10 700-00-2180-0000	ACH Enabled: True PR Batch 00001.12.2021 PERA Life
	Check Total:	96.00			
Vendor: 665 PR-12-06-2021	OPTUM BANK PR Batch 00001.12.2021 HSA-OPTUM BANK	932.00	12/06/2021	Check Sequence: 11 700-00-2183-0000	ACH Enabled: True PR Batch 00001.12.2021 HSA-OPTUM BANK
	Check Total:	932.00			
Vendor: 9 PR-12-06-2021 PR-12-06-2021	PERA PR Batch 00001.12.2021 MN-PERA Deduction PR Batch 00001.12.2021 MN PERA Benefit Em	4,831.35 5,574.59	12/06/2021 12/06/2021	Check Sequence: 12 700-00-2175-0000 700-00-2175-0000	ACH Enabled: True PR Batch 00001.12.2021 MN-PERA Deduction PR Batch 00001.12.2021 MN PERA Benefit Em
	Check Total:	10,405.94			
	Total for Check Run:	40,931.16			
	Total of Number of Checks:	12			

# Accounts Payable

## Computer Check Proof List by Vendor

User: mnguyen  
Printed: 12/01/2021 - 3:50PM  
Batch: 00007.11.2021 - BOM-Nov



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 868	BANK OF MONTREAL			Check Sequence: 1	ACH Enabled: True
Oct-2021-Andrew	Fuel	119.76	11/30/2021	101-32-4212-0000	
Oct-2021-BradM	Boyer truck	83.78	11/30/2021	101-32-4221-0000	
Oct-2021-BradM	Carquest	195.93	11/30/2021	101-32-4221-0000	
Oct-2021-BradM	Cub Foods	49.90	11/30/2021	101-32-4245-0000	
Oct-2021-BradM	Delegard Tool	67.69	11/30/2021	101-32-4240-0000	
Oct-2021-BradM	Lube-Tech	400.64	11/30/2021	101-32-4221-0000	
Oct-2021-BradM	Navarre True	3.22	11/30/2021	101-32-4245-0000	
Oct-2021-BradM	Northern Tool	22.75	11/30/2021	101-32-4245-0000	
Oct-2021-BradM	Shorewood True Value	15.40	11/30/2021	101-32-4245-0000	
Oct-2021-BradM	VNC MN State Patrol	28.50	11/30/2021	101-32-4437-0000	
Oct-2021-BradM	Ziegler	37.60	11/30/2021	101-32-4221-0000	
Oct-2021-BrettB	Amazon	189.95	11/30/2021	101-52-4223-0000	
Oct-2021-BrettB	Amazon	12.11	11/30/2021	101-32-4245-0000	
Oct-2021-BrettB	Amazon	35.25	11/30/2021	101-52-4245-0000	
Oct-2021-BrettB	Amazon	104.20	11/30/2021	101-52-4245-0000	
Oct-2021-BrettB	AT&T	24.29	11/30/2021	101-32-4321-0000	
Oct-2021-BrettB	AT&T	14.78	11/30/2021	101-32-4321-0000	
Oct-2021-BrettB	Mutt Mitt	728.89	11/30/2021	101-52-4245-0000	
Oct-2021-BrettB	Locator & Supplies	113.77	11/30/2021	601-00-4245-0000	
Oct-2021-BrettB	Locator & Supplies	113.77	11/30/2021	611-00-4245-0000	
Oct-2021-BrettB	Locator & Supplies	113.76	11/30/2021	631-00-4245-0000	
Oct-2021-ChrisH	Fuel	682.20	11/30/2021	101-32-4212-0000	
Oct-2021-ChrisH	In Specialized	144.00	11/30/2021	101-32-4400-0000	
Oct-2021-ChrisH	The Home Depot	260.78	11/30/2021	101-32-4250-0000	
Oct-2021-ChrisH	Shorewood True	11.97	11/30/2021	101-32-4245-0000	
Oct-2021-CityCard	Culligan Bottled Water - Drink	21.80	11/30/2021	101-19-4245-0000	
Oct-2021-CityCard	Republic Services	14,282.54	11/30/2021	621-00-4400-0000	
Oct-2021-CityCard	Waste Mgmt-Public Works	765.50	11/30/2021	101-32-4400-0000	
Oct-2021-CityCard	Waste Mgmt-SSCC	296.72	11/30/2021	201-00-4400-0000	
Oct-2021-CityCard	Dept of Labor-State Surcharge	4,872.16	11/30/2021	101-00-2085-0000	
Oct-2021-CityCard	Verizon-Lift Station	14.39	11/30/2021	611-00-4321-0000	
Oct-2021-CityCard	Mangold Horticulture-SCEC	321.00	11/30/2021	201-00-4400-0000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Oct-2021-CityCard	Mangold Horticulture-City Hall	498.00	11/30/2021	101-19-4400-0000	
Oct-2021-CityCard	Mangold Horticulture-Utility Bldg	106.00	11/30/2021	101-32-4400-0000	
Oct-2021-CityCard	Mangold Horticulture-Badger Park	249.00	11/30/2021	101-52-4400-0000	
Oct-2021-CityCard	Wade's Ipad	23.49	11/30/2021	101-24-4321-0000	
Oct-2021-EmmaN	Officemax	56.67	11/30/2021	101-18-4200-0000	
Oct-2021-GregF	Fuel	179.74	11/30/2021	101-32-4212-0000	
Oct-2021-GregL	Sam's	117.62	11/30/2021	101-19-4245-0000	
Oct-2021-GregL	Sam's	14.98	11/30/2021	201-00-4245-0000	
Oct-2021-GregL	Amazon	47.99	11/30/2021	101-19-4221-0000	
Oct-2021-GregL	Kowalski's - Legislative Visit	30.00	11/30/2021	101-13-4245-0000	
Oct-2021-GregL	Caribou - Legislative Visit	30.09	11/30/2021	101-13-4245-0000	
Oct-2021-GregL	Newegg-Computer for Council-CARES	75.07	11/30/2021	101-11-4488-0000	
Oct-2021-JulieM	MN Assn.	20.00	11/30/2021	101-13-4331-0000	
Oct-2021-JulieM	MN Assn.-Membership	85.00	11/30/2021	101-13-4433-0000	
Oct-2021-JulieM	Eig Constant Contact - Email Marketing	714.00	11/30/2021	101-13-4351-0000	
Oct-2021-LarryB	Fuel	108.73	11/30/2021	101-32-4212-0000	
Oct-2021-LarryB	In Enabling	17.00	11/30/2021	601-00-4321-0000	
Oct-2021-LarryB	Jamar Tech-Speed Radar Counter	4,330.00	11/30/2021	101-32-4250-0000	
Oct-2021-LarryB	Paypal Richardcarl - Web Training Claris Databa	199.00	11/30/2021	101-32-4331-0000	
Oct-2021-NeliaC	Office Depot	141.38	11/30/2021	101-13-4200-0000	
Oct-2021-Robert	Fuel	284.00	11/30/2021	101-32-4212-0000	
Oct-2021-Sandie	Caribou - Employee Development & Engagemen	100.00	11/30/2021	101-11-4245-0000	
Oct-2021-Sandie	Cub Foods-Open Enrollment Meeting	77.75	11/30/2021	101-13-4245-0000	
Oct-2021-Sandie	Amazon	32.49	11/30/2021	101-13-4200-0000	
Oct-2021-Sandie	Amazon	27.26	11/30/2021	101-13-4200-0000	
Oct-2021-Sandie	League of MN - Annual Adobe	2,471.00	11/30/2021	101-13-4433-0000	
Oct-2021-Sandie	League of MN - Annual Adobe	-68.00	11/30/2021	101-13-4433-0000	
Oct-2021-TimK	Fuel	445.70	11/30/2021	101-32-4212-0000	
Oct-2021-TimK	In Specialized	240.00	11/30/2021	101-32-4400-0000	
Oct-2021-TimK	In Daylight Design-Replace Broken Skylight	753.85	11/30/2021	601-00-4223-0000	
Oct-2021-TimK	Ir Industrial-Press Relief Valve	222.74	11/30/2021	601-00-4221-0000	
Oct-2021-TimK	Keen - Comp	225.00	11/30/2021	101-32-4245-0000	
Oct-2021-TimK	MN Pullution-	55.00	11/30/2021	611-00-4331-0000	
Oct-2021-TimK	MN Pullution-	1.37	11/30/2021	611-00-4331-0000	
Oct-2021-TimK	Shorewood True Value	5.36	11/30/2021	101-32-4245-0000	
Oct-2021-TimK	Shorewood True Value	17.48	11/30/2021	611-00-4221-0000	
Oct-2021-TimK	Shorewood True Value	44.95	11/30/2021	601-00-4245-0000	
Oct-2021-TimK	Cub Foods	49.90	11/30/2021	101-32-4245-0000	
Oct-2021-TwilaG	Willette Home	168.00	11/30/2021	201-00-4400-0000	
Oct-2021-TwilaG	Willette Home	112.00	11/30/2021	201-00-4400-0000	
Oct-2021-WadeW	Bluebeam - Revu License	599.00	11/30/2021	101-24-4433-0000	
Oct-2021-WadeW	Bluebeam - Revu Maintenance	149.00	11/30/2021	101-24-4221-0000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Check Total:		37,206.61			
Vendor: 327	WINDSTREAM			Check Sequence: 2	ACH Enabled: True
74260616	City of Shwd- Badger Well	69.95	11/30/2021	601-00-4395-0000	
74260616	Public Works	67.33	11/30/2021	101-32-4321-0000	
74260616	City Hall	138.74	11/30/2021	101-19-4321-0000	
74260616	Badger-Manor-Cathcart Parks	207.23	11/30/2021	101-52-4321-0000	
74260616	City of Shwd-West Tower	139.97	11/30/2021	601-00-4321-0000	
Check Total:		623.22			
Total for Check Run:		37,829.83			
Total of Number of Checks:		2			

# Accounts Payable

## Computer Check Proof List by Vendor

User: mnguyen  
 Printed: 12/08/2021 - 12:40PM  
 Batch: 00002.12.2021 - CC-12-13-2021



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 105	ADVANCED IMAGING SOLUTIONS			Check Sequence: 1	ACH Enabled: True
INV264053	Konica Minolta/C658 Copier	35.07	12/13/2021	101-19-4221-0000	
INV264297	Toners	18.67	12/13/2021	101-19-4245-0000	
	Check Total:	53.74			
Vendor: UB*00446	ANE Group Inc.			Check Sequence: 2	ACH Enabled: False
	Refund Check 008548-000, 20430 Radisson Rd	79.68	12/06/2021	611-00-2010-0000	
	Refund Check 008548-000, 20430 Radisson Rd	32.56	12/06/2021	631-00-2010-0000	
	Refund Check 008548-000, 20430 Radisson Rd	80.69	12/06/2021	621-00-2010-0000	
	Check Total:	192.93			
Vendor: 1224	ASPECT DESIGN BUILD LLC			Check Sequence: 3	ACH Enabled: False
325ManorRd	Escrow Refund - 20325 Manor Road	15,675.00	12/13/2021	880-00-2200-0000	
	Check Total:	15,675.00			
Vendor: 677	BOLTON & MENK, INC.			Check Sequence: 4	ACH Enabled: True
280514	Catchbasin & Culvert Repairs	2,973.00	12/13/2021	631-00-4303-0000	
280515	General Engineering	9,737.50	12/13/2021	101-31-4303-0000	
280516	Mill & Overlay	1,840.00	12/13/2021	413-00-4680-0000	
280517	Mill & Overlay	250.00	12/13/2021	413-00-4680-0000	
280518	Birch Bluff St-Utility Imprvmt	19,208.50	12/13/2021	414-00-4303-0000	
280519	Christmas Lake Boat Landing	515.50	12/13/2021	402-00-4680-0000	
280520	Covington Road Watermain	13,624.00	12/13/2021	601-00-4303-0000	
280521	Galpin Lake Road-Roadway	550.00	12/13/2021	415-00-4303-0000	
280522	GIS-Utilities	1,147.00	12/13/2021	611-00-4303-0000	
280522	GIS-Utilities	2,505.00	12/13/2021	601-00-4303-0000	
280522	GIS-Utilities	250.00	12/13/2021	404-00-4303-0000	
280523	Glen Rd-Manitou Ln-Amlee Rd St	8,377.50	12/13/2021	407-00-4303-0000	
280524	Grant Street Drainage	602.00	12/13/2021	631-00-4303-0000	
280525	Lift Station 10 Rehabilitation	224.00	12/13/2021	611-00-4303-0000	
280526	Lift Station 9 Rehabilitation	2,990.00	12/13/2021	611-00-4303-0000	



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
280527	Mary Lake Outlet	199.00	12/13/2021	631-00-4303-0000	
280528	MS4 Administration	284.00	12/13/2021	631-00-4302-0009	
280529	Shady Island Bridge Forcemain	4,862.00	12/13/2021	611-00-4303-0000	
280530	Shorewood Ln Ravine Restore	1,556.00	12/13/2021	631-00-4303-0000	
280531	Silverwood Park Improvements	64.00	12/13/2021	402-00-4680-0000	
280532	Smithtown Pond	4,957.50	12/13/2021	631-00-4303-0000	
280533	South Lake Minnetonka Improve	222.00	12/13/2021	101-00-3414-0000	
280534	Strawberry Ln St Reconst & Til	14,048.00	12/13/2021	409-00-4303-0000	
	Check Total:	90,986.50			
Vendor: 134	CARQUEST AUTO PARTS STORES			Check Sequence: 5	ACH Enabled: False
6974-430699	Battery	218.80	12/13/2021	101-32-4221-0000	
	Check Total:	218.80			
Vendor: 136	CENTERPOINT ENERGY			Check Sequence: 6	ACH Enabled: True
11-30-2021	20405 Knightsbridge Rd	43.03	12/13/2021	601-00-4394-0000	
11-30-2021	28125 Boulder Bridge	182.97	12/13/2021	601-00-4396-0000	
11-30-2021	24200 Smithtown Rd	236.86	12/13/2021	101-32-4380-0000	
11-30-2021	6000 Eureka Road	143.38	12/13/2021	101-52-4380-0000	
11-30-2021	5755 Country Club Rd	259.43	12/13/2021	101-19-4380-0000	
79456885-112321	5735 Country Club Rd-SCEC	229.03	12/13/2021	201-00-4380-0000	
86501806-112321	20630 Manor Rd	40.96	12/13/2021	101-52-4380-0000	
	Check Total:	1,135.66			
Vendor: 137	CENTURY LINK			Check Sequence: 7	ACH Enabled: True
9524702294NOv21	952-470-2294-PW	65.23	12/13/2021	101-32-4321-0000	
9524706340Nov21	952-474-6340-CH	120.06	12/13/2021	101-19-4321-0000	
9524707819Nov21	952-470-7819-SSCC	123.46	12/13/2021	201-00-4321-0000	New Line
	Check Total:	308.75			
Vendor: 456	CORE & MAIN, LP			Check Sequence: 8	ACH Enabled: False
P920563	Anode Bags Watermain	1,217.37	12/13/2021	601-00-4245-0000	
	Check Total:	1,217.37			
Vendor: UB*00440	Mary & John L. Devney			Check Sequence: 9	ACH Enabled: False
	Refund Check 005114-000, 4810 Regents Walk	17.13	12/06/2021	601-00-2010-0000	
	Refund Check 005114-000, 4810 Regents Walk	19.98	12/06/2021	611-00-2010-0000	
	Refund Check 005114-000, 4810 Regents Walk	8.57	12/06/2021	631-00-2010-0000	
	Refund Check 005114-000, 4810 Regents Walk	8.56	12/06/2021	621-00-2010-0000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	54.24			
Vendor: 167	ECM PUBLISHERS INC			Check Sequence: 10	ACH Enabled: True
863846	Ord. No. 584	47.60	12/13/2021	101-13-4351-0000	
865077	Chu/Vacate Drain	83.30	12/13/2021	101-18-4351-0000	
	Check Total:	130.90			
Vendor: 177	ENVIRONMENTAL SYSTEMS RESEARCH II			Check Sequence: 11	ACH Enabled: True
94135099	2022-2023 ArcGIS Maint	404.00	12/13/2021	101-18-4221-0000	
	Check Total:	404.00			
Vendor: 176	EROSION PRODUCTS, LLC			Check Sequence: 12	ACH Enabled: False
10780/9-456	Stakes	600.00	12/13/2021	101-33-4245-0000	
10780/9-462	Stakes	165.00	12/13/2021	101-33-4245-0000	
	Check Total:	765.00			
Vendor: 198	G.F. JEDLICKI, INC.			Check Sequence: 13	ACH Enabled: False
PV#3-MaryLkOut	PV#3 - Mary Lake Outlet	13,197.68	12/13/2021	631-00-4221-0000	
	Check Total:	13,197.68			
Vendor: 1060	GENERAL SECURITY SERVICES CORPORA			Check Sequence: 14	ACH Enabled: True
416554	City Hall - Monitor	278.85	12/13/2021	101-19-4321-0000	
416555	SCEC-Monitor	105.00	12/13/2021	201-00-4321-0000	
	Check Total:	383.85			
Vendor: 1218	GM CONTRACTING, INC.			Check Sequence: 15	ACH Enabled: False
PV#2-Covington	PV#2- Covington Watermain Improvements	42,304.96	12/13/2021	601-00-4680-0000	
	Check Total:	42,304.96			
Vendor: 200	GOPHER STATE ONE CALL			Check Sequence: 16	ACH Enabled: True
1110737	Monthly Rental	50.40	12/13/2021	601-00-4400-0000	
1110737	Monthly Rental	50.40	12/13/2021	611-00-4400-0000	
1110737	Monthly Rental	50.40	12/13/2021	631-00-4400-0000	
	Check Total:	151.20			
Vendor: 985	HENNEPIN COUNTY ACCOUNTS RECEIVA			Check Sequence: 17	ACH Enabled: False
1000175640	REC0001086-MonthlySubscription	15.00	12/13/2021	101-31-4303-0000	RecordEase Payment

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	15.00			
Vendor: 418	HENNEPIN COUNTY ELECTIONS			Check Sequence: 18	ACH Enabled: False
2021-1	Election Postcard Postage	375.99	12/13/2021	101-14-4208-0000	
22Maint	DS200 Maint	1,123.00	12/13/2021	101-14-4221-0000	
22Maint	OmniBallot Maint	1,125.00	12/13/2021	101-14-4221-0000	
	Check Total:	2,623.99			
Vendor: 215	HENNEPIN COUNTY INFORMATION TECH			Check Sequence: 19	ACH Enabled: True
1000175408	Monthly Radio Fleet & MESB	196.40	12/13/2021	101-32-4321-0000	
	Check Total:	196.40			
Vendor: 1225	HENNEPIN COUNTY RESIDENTIAL & REA			Check Sequence: 20	ACH Enabled: False
2022-TNT	20222 Truth in Taxation Notices	723.00	12/13/2021	101-16-4400-0000	
	Check Total:	723.00			
Vendor: UB*00445	Jamie & Kathryn Herr			Check Sequence: 21	ACH Enabled: False
	Refund Check 007133-000, 4690 Lakeway Ter	107.63	12/06/2021	611-00-2010-0000	
	Refund Check 007133-000, 4690 Lakeway Ter	46.12	12/06/2021	631-00-2010-0000	
	Refund Check 007133-000, 4690 Lakeway Ter	46.12	12/06/2021	621-00-2010-0000	
	Check Total:	199.87			
Vendor: 436	MARK HODGES			Check Sequence: 22	ACH Enabled: True
11-30-2021	Retreat Recording	108.00	12/13/2021	101-11-4400-0000	
	Check Total:	108.00			
Vendor: 896	HUEBSCH SERVICES			Check Sequence: 23	ACH Enabled: True
20112027	SCEC - Mats	68.70	12/13/2021	201-00-4400-0000	
20114909	City Hall - Mats	187.23	12/13/2021	101-19-4400-0000	
20117791	SCEC - Mats	68.70	12/13/2021	201-00-4400-0000	
	Check Total:	324.63			
Vendor: 1226	MELODY JOHNSON			Check Sequence: 24	ACH Enabled: False
25060GlenRd	25060 Glen Road-Drainage & Utility Easement	18,000.00	12/13/2021	407-00-4680-0000	
	Check Total:	18,000.00			
Vendor: 1151	TIMOTHY MARK KOSEK			Check Sequence: 25	ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Nov-2021-Mileage	Nov-Mileage	120.96	12/13/2021	611-00-4331-0000	
	Check Total:	120.96			
Vendor: 247	DREW KRIESEL			Check Sequence: 26	ACH Enabled: False
November-2021	Building Maint. Services	424.00	12/13/2021	201-00-4400-0000	
November-2021	Building General Supplies Exp	53.97	12/13/2021	201-00-4245-0000	
November-2021	Events Program/Class Services	742.00	12/13/2021	201-00-4248-0000	
	Check Total:	1,219.97			
Vendor: 482	KUTAK ROCK, LLP			Check Sequence: 27	ACH Enabled: True
2947922	General Corporate	1,850.00	12/13/2021	101-16-4304-0000	
2947923	Public Improvement Project	1,150.50	12/13/2021	404-00-4620-0000	
2947924	Land Use & Development	550.00	12/13/2021	101-18-4304-0000	
2947925	Administrative Code	1,111.50	12/13/2021	101-16-4304-0000	
2947949	Howards Point Dock Enforcement	3,646.70	12/13/2021	101-18-4304-0000	
2948000	Street Reconstruction	234.00	12/13/2021	404-00-4620-0000	
2948085	Code Updates	253.50	12/13/2021	101-16-4304-0000	
2948150	Date Practices Response	253.50	12/13/2021	101-16-4304-0000	
	Check Total:	9,049.70			
Vendor: 260	LOCATORS & SUPPLIES, INC.			Check Sequence: 28	ACH Enabled: True
0296374-IN	Paint for Locates	116.70	12/13/2021	611-00-4245-0000	
	Check Total:	116.70			
Vendor: UB*00451	Shawn & Shawna Mack			Check Sequence: 29	ACH Enabled: False
	Refund Check 005520-000, 26065 Oak Leaf Trl	63.16	12/06/2021	601-00-2010-0000	
	Refund Check 005520-000, 26065 Oak Leaf Trl	73.68	12/06/2021	611-00-2010-0000	
	Refund Check 005520-000, 26065 Oak Leaf Trl	31.58	12/06/2021	631-00-2010-0000	
	Refund Check 005520-000, 26065 Oak Leaf Trl	31.58	12/06/2021	621-00-2010-0000	
	Check Total:	200.00			
Vendor: UB*00444	Jonathan Maple			Check Sequence: 30	ACH Enabled: False
	Refund Check 007298-000, 22435 Murray St	112.47	12/06/2021	611-00-2010-0000	
	Refund Check 007298-000, 22435 Murray St	48.21	12/06/2021	631-00-2010-0000	
	Refund Check 007298-000, 22435 Murray St	48.20	12/06/2021	621-00-2010-0000	
	Check Total:	208.88			
Vendor: 283	METRO SALES, INC.			Check Sequence: 31	ACH Enabled: True

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
INV1941390	Ricoh/MP-C3002 Color Copier	500.00	12/13/2021	101-19-4221-0000	Ricoh/MP-C3002 Color Copier
	Check Total:	500.00			
Vendor: 286	MIDWEST MAILING SYSTEMS INC			Check Sequence: 32	ACH Enabled: True
79256	Newsletter Postages	544.23	12/13/2021	101-13-4208-0000	
79256	Newsletter Svc	456.96	12/13/2021	101-13-4400-0000	
	Check Total:	1,001.19			
Vendor: 289	MINGER CONSTRUCTION CO., INC.			Check Sequence: 33	ACH Enabled: False
PV#1-ShadyIslan	PV#1- Shady Island Bridge Forcemain Replacer	164,576.58	12/13/2021	611-00-4680-0000	
	Check Total:	164,576.58			
Vendor: 987	MINNESOTA-WISCONSIN PLAYGROUND, I			Check Sequence: 34	ACH Enabled: False
2021523	Playground - Silverwood Park	47,788.83	12/13/2021	402-00-4620-0000	
	Check Total:	47,788.83			
Vendor: 305	MNSPECT, LLC			Check Sequence: 35	ACH Enabled: True
8833	Inspection Services	3,115.00	12/13/2021	101-24-4400-0000	
	Check Total:	3,115.00			
Vendor: 306	JULIE MOORE			Check Sequence: 36	ACH Enabled: True
Jan-Oct-2021Cel	Jan - Oct- Cell phone Reimbursement	270.00	12/13/2021	101-13-4321-0000	
May-Nov-2021	Mileage to Costco	112.32	12/13/2021	101-32-4331-0000	
May-Nov-2021	Mileage to Costco	12.32	12/13/2021	201-00-4331-0000	
May-Nov-2021	PWs Lunch	18.97	12/13/2021	101-32-4331-0000	
May-Nov-2021	SCEC Santa Box	6.87	12/13/2021	201-00-4331-0000	
May-Nov-2021	SCEC Greenery	64.48	12/13/2021	201-00-4245-0000	
	Check Total:	484.96			
Vendor: UB*00450	Susan & Robert Mortenson			Check Sequence: 37	ACH Enabled: False
	Refund Check 005001-000, 5340 Barrington W	90.04	12/06/2021	601-00-2010-0000	
	Refund Check 005001-000, 5340 Barrington W	105.04	12/06/2021	611-00-2010-0000	
	Refund Check 005001-000, 5340 Barrington W	45.02	12/06/2021	631-00-2010-0000	
	Refund Check 005001-000, 5340 Barrington W	45.02	12/06/2021	621-00-2010-0000	
	Check Total:	285.12			
Vendor: 313	MICHELLE THU-THAO NGUYEN			Check Sequence: 38	ACH Enabled: True
November-2021	Mileage Reimbursement	81.98	12/13/2021	101-15-4331-0000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	81.98			
Vendor: 1155	EMMA NOTERMANN			Check Sequence: 39	ACH Enabled: True
Jun-Oct-2021	June-Oct - Mileage	35.25	12/13/2021	101-18-4331-0000	
	Check Total:	35.25			
Vendor: UB*00448	Sarah Oistad			Check Sequence: 40	ACH Enabled: False
	Refund Check 005060-000, 4946 Devonshire Ci	76.78	12/06/2021	601-00-2010-0000	
	Refund Check 005060-000, 4946 Devonshire Ci	89.59	12/06/2021	611-00-2010-0000	
	Refund Check 005060-000, 4946 Devonshire Ci	38.39	12/06/2021	631-00-2010-0000	
	Refund Check 005060-000, 4946 Devonshire Ci	38.39	12/06/2021	621-00-2010-0000	
	Check Total:	243.15			
Vendor: 325	ON SITE SANITATION -TWIN CITIES			Check Sequence: 41	ACH Enabled: True
1244318	Cathcart Park-26655 W- 62nd St	66.90	12/13/2021	101-52-4410-0000	
1244319	Freeman Park-6000 Eureka Rd	384.68	12/13/2021	101-52-4410-0000	
1244320	Silverwood Pk-5755 Covington R	66.90	12/13/2021	101-52-4410-0000	
1244321	South Shore-5355 St Albans Bay	66.90	12/13/2021	101-52-4410-0000	
1244322	Christmas Lk Rd-5625 Merry Ln	234.15	12/13/2021	101-52-4410-0000	
	Check Total:	819.53			
Vendor: 903	PERRILL			Check Sequence: 42	ACH Enabled: True
256159	ROWay Web App-Monthly	75.00	12/13/2021	611-00-4400-0000	
256159	ROWay Web App-Monthly	75.00	12/13/2021	601-00-4400-0000	
	Check Total:	150.00			
Vendor: UB*00447	Sheila Pratt			Check Sequence: 43	ACH Enabled: False
	Refund Check 006047-000, 5940 Sweetwater Ci	22.61	12/06/2021	601-00-2010-0000	
	Refund Check 006047-000, 5940 Sweetwater Ci	26.37	12/06/2021	611-00-2010-0000	
	Refund Check 006047-000, 5940 Sweetwater Ci	11.31	12/06/2021	631-00-2010-0000	
	Refund Check 006047-000, 5940 Sweetwater Ci	11.30	12/06/2021	621-00-2010-0000	
	Check Total:	71.59			
Vendor: UB*00443	Susan Proshek			Check Sequence: 44	ACH Enabled: False
	Refund Check 008358-000, 19685 Waterford Ct	19.11	12/06/2021	601-00-2010-0000	
	Refund Check 008358-000, 19685 Waterford Ct	22.28	12/06/2021	611-00-2010-0000	
	Refund Check 008358-000, 19685 Waterford Ct	9.56	12/06/2021	631-00-2010-0000	
	Refund Check 008358-000, 19685 Waterford Ct	9.55	12/06/2021	621-00-2010-0000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: UB*00442	Check Total:	60.50			
	Peter J. & Eunice Revsbech			Check Sequence: 45	ACH Enabled: False
	Refund Check 007489-000, 24320 Ridge Pt Cir	27.50	12/06/2021	611-00-2010-0000	
	Refund Check 007489-000, 24320 Ridge Pt Cir	11.78	12/06/2021	631-00-2010-0000	
	Refund Check 007489-000, 24320 Ridge Pt Cir	11.79	12/06/2021	621-00-2010-0000	
Vendor: 355 127513	Check Total:	51.07			
	SHRED-N-GO INC			Check Sequence: 46	ACH Enabled: False
	Shredded Svc	54.75	12/13/2021	101-13-4400-0000	
Vendor: 360 Oct-2021-HCPF Vest-Dec-2021	Check Total:	54.75			
	SOUTH LAKE MINNETONKA POLICE DEPA			Check Sequence: 47	ACH Enabled: False
	Monthly-Henn Cty Process Fee	318.78	12/13/2021	101-21-4400-0000	
	Vest Reimbursement	2,956.45	12/13/2021	101-21-4221-0000	
Vendor: 1181 81184 81185	Check Total:	3,275.23			
	SPLIT ROCK MANAGEMENT, INC.			Check Sequence: 48	ACH Enabled: True
	Custodial Service-CH Building	472.00	12/13/2021	101-19-4400-0000	
	Custodial Service-PWs Building	358.00	12/13/2021	101-32-4400-0000	
Vendor: 1101 INV-008043 INV-008043 INV-008043 INV-008043	Check Total:	830.00			
	SPRINGBROOK HOLDING COMPANY LLC			Check Sequence: 49	ACH Enabled: True
	Springbrook-CivicPay Fees	23.25	12/13/2021	621-00-4450-0000	
	Springbrook-CivicPay Fees	23.25	12/13/2021	631-00-4450-0000	
	Springbrook-CivicPay Fees	23.25	12/13/2021	611-00-4450-0000	
	Springbrook-CivicPay Fees	23.25	12/13/2021	601-00-4450-0000	
Vendor: 1187 916003821	Check Total:	93.00			
	THE DAVEY TREE EXPERT COMPANY			Check Sequence: 50	ACH Enabled: False
	24575 Glen Road	6,930.00	12/13/2021	407-00-4680-0000	
Vendor: 821 Nov-Dec-2021	Check Total:	6,930.00			
	SANDRA LEE THONE			Check Sequence: 51	ACH Enabled: True
	Wellness Reimbursement - Nov- Dec/2021	80.00	12/13/2021	101-13-4101-0000	
	Check Total:	80.00			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 694	TIMESAVER OFF SITE SECRETARIAL, INC.			Check Sequence: 52	ACH Enabled: True
M26929	Council Meeting	496.00	12/13/2021	101-13-4400-0000	
M26929	Planning Meeting	202.25	12/13/2021	101-18-4400-0000	
	Check Total:	698.25			
Vendor: 384	TOTAL PRINTING SERVICES			Check Sequence: 53	ACH Enabled: False
13278	Newsletters	860.00	12/13/2021	101-13-4351-0000	
13278	Arctic Fever	585.00	12/13/2021	101-53-4441-0000	
	Check Total:	1,445.00			
Vendor: 877	TRUIST GOVERNMENTAL FINANCE			Check Sequence: 54	ACH Enabled: False
2017A-11-10-2021	City Hall Impv-2017A-Principal	75,000.00	12/13/2021	310-00-4701-0000	
2017A-11-10-2021	City Hall Impv-2017A-Interest	9,045.00	12/13/2021	310-00-4711-0000	
	Check Total:	84,045.00			
Vendor: 1083	UNIFIRST CORPORATION			Check Sequence: 55	ACH Enabled: True
November-2021	Uniforms	754.80	12/13/2021	101-32-4400-0000	
	Check Total:	754.80			
Vendor: 415	WARNER CONNECT			Check Sequence: 56	ACH Enabled: True
29940476	Network Maint Services	1,856.25	12/13/2021	101-19-4321-0000	
29940485	Network Maint Services	135.00	12/13/2021	101-19-4321-0000	
	Check Total:	1,991.25			
Vendor: UB*00449	Greg & Susan Wefel			Check Sequence: 57	ACH Enabled: False
	Refund Check 005791-000, 5910 Covington Rd	28.46	12/06/2021	601-00-2010-0000	
	Refund Check 005791-000, 5910 Covington Rd	33.21	12/06/2021	611-00-2010-0000	
	Refund Check 005791-000, 5910 Covington Rd	14.23	12/06/2021	631-00-2010-0000	
	Refund Check 005791-000, 5910 Covington Rd	14.23	12/06/2021	621-00-2010-0000	
	Check Total:	90.13			
Vendor: 408	WM MUELLER & SONS INC			Check Sequence: 58	ACH Enabled: True
272463	Road Maint	1,577.16	12/13/2021	101-32-4250-0000	
PV#8-Glen/Manitou/A	PV#8 - Glen Rd-Manitou-Amlee Street	30,746.60	12/13/2021	407-00-4680-0000	
	Check Total:	32,323.76			
Vendor: 974	THOMAS WADE WOODWARD			Check Sequence: 59	ACH Enabled: True
November-2021	Mileage	162.38	12/13/2021	101-24-4331-0000	



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
November-2021	Cell Phone	30.00	12/13/2021	101-24-4321-0000	
	Check Total:	192.38			
Vendor: 410	WSB AND ASSOCIATES, INC.			Check Sequence: 60	ACH Enabled: True
R-012809-000-33	Street Reclamation-Enchanted	1,957.50	12/13/2021	404-00-4680-0023	
R-014590-000-28	Woodside Rd Street Reclamation	1,717.25	12/13/2021	408-00-4303-0000	
	Check Total:	3,674.75			
Vendor: 411	XCEL ENERGY, INC.			Check Sequence: 61	ACH Enabled: True
756637713	5500 Old Market Rd	36.67	12/13/2021	601-00-4398-0000	5500 Old Market Rd
757057278	24253 Smithtown Rd	210.69	12/13/2021	601-00-4395-0000	24253 Smithtown Rd
757060362	5735 Country Club Rd	566.15	12/13/2021	201-00-4380-0000	5735 Country Club Rd
757081424	5755 Country Club Rd	177.32	12/13/2021	101-19-4380-0000	5755 Country Club Rd
757206872	C.H. Svcs	562.95	12/13/2021	101-19-4380-0000	C.H. Svcs
757206872	P.W. Bldg Svc	599.64	12/13/2021	101-32-4380-0000	P.W. Bldg Svc
757206872	P.W. Street Lights Svc	4,541.03	12/13/2021	101-32-4399-0000	P.W. Street Lights Svc
757206872	Parks	589.42	12/13/2021	101-52-4380-0000	Parks
757206872	Amesbury	1,872.53	12/13/2021	601-00-4394-0000	Amesbury
757206872	Boulder Bridge	108.41	12/13/2021	601-00-4396-0000	Boulder Bridge
757206872	S.E. Area Svc	903.06	12/13/2021	601-00-4398-0000	S.E. Area Svc
757206872	Lift Station Street Lights	676.87	12/13/2021	611-00-4380-0000	L.S. Street Lights
757497277	4931 Shady Isalnd Road	21.40	12/13/2021	611-00-4380-0000	4931 Shady Isalnd Road
757526684	28125 Boulder Bridge Drive	1,415.97	12/13/2021	601-00-4396-0000	28125 Boulder Bridge Drive
757730997	5700 County Rd 19	43.77	12/13/2021	101-32-4399-0000	5700 County Rd 19
757730997	5700 County Rd 19 - Unit Light	96.36	12/13/2021	101-32-4399-0000	5700 County Rd 19 - Unit Light
	Check Total:	12,422.24			
	Total for Check Run:	568,452.97			
	Total of Number of Checks:	61			



## City of Shorewood Council Meeting Item

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**Title/Subject: City Hall Holiday Schedule**

Meeting Date: December 13, 2021

Prepared By: Greg Lerud, City Administrator

Reviewed By: Sandie Thone, City Clerk/Human Resources Director

2E

MEETING  
TYPE  
REGULAR

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The city's personnel policy provides for a half-day holiday on Christmas Eve, a full day holiday for Christmas Day and a full day holiday for New Year's Day.

Phone and walk-in business is typically very slow the week between Christmas and New Year. In addition, many employees opt to utilize vacation days for some or many of these days. Because Christmas falls on a Saturday, the preceding day is recognized as the holiday. Because that day is another half day holiday, those hours will be recognized on December 23<sup>rd</sup>. Staff is requesting the council officially close city hall all day on Thursday, December 23 and close city hall all day on Friday, December 24 for the Christmas Day holiday. City hall staff may use personal, vacation, or accrued comp time for the additional four (4) hours not covered by the holiday pay for Christmas Eve. This would be consistent with the language in the union contract.

City hall closures are posted on the city website, in the city's social media postings, as well as being posted on the front door.

In past years, the second meeting in December has not been held. This year, there is no business that the city council would need to consider before year end. Staff therefore requests that the December 27, 2021 meeting be cancelled.

**Council Action Requested:** Staff respectfully requests approval of a motion authorizing city hall holiday closure, and cancellation of the December 27 meeting as presented in this memo. Motion, second, and simple majority is all that is needed to approve.



## City of Shorewood Council Meeting Item

**Title/Subject:** Resolution Setting 2022 Regular Meeting Schedule  
**Meeting Date:** Monday, December 13, 2021  
**Prepared by:** Sandie Thone, City Clerk/HR Director  
**Reviewed by:** Greg Lerud, City Administrator  
**Attachments:** Resolution and Schedule of Meetings

2F

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 2022 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 2022 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 land on a Federal Holiday to the following Tuesday as has been the practice the past four years. We have moved the Truth-In-Taxation meeting, which has been typically held on the first Monday in December, to the second Monday in December along with our regularly scheduled city council meeting on that date, which is common practice. In addition, we have cancelled the regularly scheduled city council meeting slated for March 28, for lack of quorum due to Spring Break schedules and the regularly scheduled city council meeting slated for December 26, as this is the Christmas holiday for city employees since Christmas falls on a Sunday next year.

**Action Requested:** Staff respectfully recommends the city council approve Resolution 21-143 Setting the 2022 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.

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**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.*

## 2022 City of Shorewood City Council Regular Meeting Schedule

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

\*changed from Monday to Tuesday to accommodate Federal Holiday

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

**RESOLUTION 21-143**

**A RESOLUTION SETTING THE 2022 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 2022, 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 meetings in March and December have been cancelled due to lack of quorum and the Christmas holiday, respectively. 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 13th day of December 2021.

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**Jennifer Labadie, Mayor**

**ATTEST:**

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**Sandie Thone, City Clerk**



## City of Shorewood Council Meeting Item

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**Title/Subject:** City Master Fee Schedule Annual Review  
**Meeting Date:** Monday, December 13, 2021  
**Prepared by:** Sandie Thone, City Clerk/HR Director  
**Reviewed by:** Greg Lerud, City Administrator  
Joe Rigdon, Finance Director  
Marie Darling, Planning Director  
**Attachments:** Resolution 21-144  
Proposed 2022 City Master Fee Schedule

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**Policy Consideration:** Pursuant to MN State Law municipalities shall set forth fees to be reimbursed for administrative costs and expenses associated with issuing permits, licenses and providing other city services and amenities. Cities should consider three things when setting fees: 1) Cities should not view the fees as a significant source of revenue, rather fees must approximate the direct and indirect costs associated with issuing the license, permit or service and with policing, regulating or administering the service or licensed activities; 2) The fee amount should sufficiently reimburse the city for all of the expenses related to the license regulations or providing the service but should not cover other unrelated expenses; 3) Fees should be set based on the city's particular situation and not based solely on what other cities have found reasonable.

**Background:** The attached proposed 2022 City Master Fee Schedule incorporates the proposed fee schedule amendments as recommended by staff who have reviewed their respective departmental fees to approximate the direct and indirect costs associated with the services provided.

A discussion of new and increased fees is as follows.

An *Administrative Non-Payment Fee* of \$100 is being proposed (Page 4 of Fee Schedule) to recover costs associated with collecting non-payment of fees, such as permits or fines. Staff follows up and sends notices to collect all unpaid fees before they are surrendered to the assessment process. This fee will help cover those costs and is supported by City Code Section 104.03, Subd. 5.

An *Unlawful Encroachment into Right-of-Way Fee* of \$200 minimum and up to the cost of removal is being proposed (Page 14 of Fee Schedule) to cover the costs associated with the removal of nuisance items in the right-of-way. Boulders, yard waste and other items will be removed by city staff, sometimes requiring the use of equipment, but now will be charged to the owner's expense as pursuant to City Code Section 901.03, Subd. 3. which states *Unlawful encroachments. Any privately-owned property located within or*

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**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

*encroaching upon public-owned rights-of-way, which has not been authorized in accordance with this section, shall be unlawful and be subject to removal by the city at the owner's expense.*

*Ordinance 583, which was passed by the city council in September of this year, allows for Water, Sanitary Sewer, and Stormwater Management Utility Rate increases as follows (Pages 8 & 9 of Fee Schedule) which become effective January 2022 and will now be incorporated into the City's Master Fee Schedule.*

Please reference the proposed fee amendments on the schedule below:

TYPE OF FEE	CURRENT FEE	PROPOSED FEE	PAGE # ON FEE SCHEDULE
<b>Administrative Non-Payment Fee</b>	N/A - New Fee	\$100	4
<b>Sanitary Sewer Service</b>			8 (Ord. 583)
Residential per quarter	\$94.57	\$103.08	
Residential Low-Income per quarter	\$63.05	\$68.72	
Commercial			
Base Charge	\$10.69	\$11.65	
1-28,500 gallons per quarter	\$94.57	\$103.08	
1,000 gallons in excess of 28,500	\$2.46 per 1000	\$2.68 per 1000	
<b>Water Service</b>			9 (Ord. 583)
Water Service – 1 <sup>st</sup> 5,000 gallons	\$22.20	\$24.42	
Water Service	\$ 3.75	\$4.13	
Per/1,000 gal 5,001 to 50,000			
Water Service	\$ 5.39	\$ 5.93	
Per/1,000 gal above 50,000			
Water Service – Low Income	\$19.05	\$20.96	
<b>Stormwater Management Utility</b>			9 (Ord. 583)
Basic System Rate	\$31.97	\$34.53	
Lots less than 10,000 sq/ft	\$22.39	\$24.18	
Lots 10,000-50,000 sq/ft	\$31.97	\$34.53	
Lots 50,000 plus sq/ft	\$41.61	\$44.94	
<b>Unlawful Encroachment into Right-of-Way</b>	NA – New Fee	\$200/Minimum up to actual cost	14

**Financial or Budget Considerations:** The city fees cover the cost of providing the services as delineated in the City Master Fee Schedule.

**Recommendation/Action Requested:**

Staff respectfully recommends the city council approve Resolution 21-144 adopting the 2022 Master Fee Schedule as proposed or make the appropriate changes as deemed necessary. **Motion, second and simple majority vote required.**

**Connection to Vision/Mission:** Consistency in providing residents quality public services, 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 21-144  
2022 CITY MASTER FEE SCHEDULE**

The City of Shorewood and its activities as a municipality requires setting forth fees and charges to reimburse the city for administrative and other expenses related to the issuing of permits, licenses and other services; and must maintain a relevant schedule of fees and regularly audit their effectiveness.

The City of Shorewood has established fees for licensing, permits, programs, and services that include but are not limited to building, zoning, planning, business, community center, animal, park and recreation, rentals, solicitors, fire prevention, utility, franchise, administrative citations, and other miscellaneous fees that further the health, safety and welfare of the community at large. All fees and charges shall be fixed and determined by the council and set forth in the master fee schedule which will be adopted by resolution and uniformly enforced; and

All fees have been reviewed and audited for their effectiveness and the following fees have been amended as follows:

TYPE OF FEE	CURRENT	PROPOSED FEE	PAGE #
<b>Administrative Non-Payment Fee</b>	N/A - New Fee	\$100	4
<b>Sanitary Sewer Service</b>			8 (Ord. 583)
Residential per quarter	\$94.57	\$103.08	
Residential Low-Income per quarter	\$63.05	\$68.72	
Commercial			
Base Charge	\$10.69	\$11.65	
1-28,500 gallons per quarter	\$94.57	\$103.08	
1,000 gallons in excess of 28,500	\$2.46 per 1000	\$2.68 per 1000	
<b>Water Service</b>			9 (Ord. 583)
Water Service – 1 <sup>st</sup> 5,000 gallons	\$22.20	\$24.42	
Water Service	\$ 3.75	\$4.13	
Per/1,000 gal 5,001 to 50,000			
Water Service	\$ 5.39	\$ 5.93	
Per/1,000 gal above 50,000			
Water Service – Low Income	\$19.05	\$20.96	
<b>Stormwater Management Utility</b>			9 (Ord. 583)
Basic System Rate	\$31.97	\$34.53	
Lots less than 10,000 sq/ft	\$22.39	\$24.18	
Lots 10,000-50,000 sq/ft	\$31.97	\$34.53	
Lots 50,000 plus sq/ft	\$41.61	\$44.94	

<b>Unlawful Encroachment into Right-of-Way</b>	NA – New Fee	\$200/Minimum up to actual cost	14
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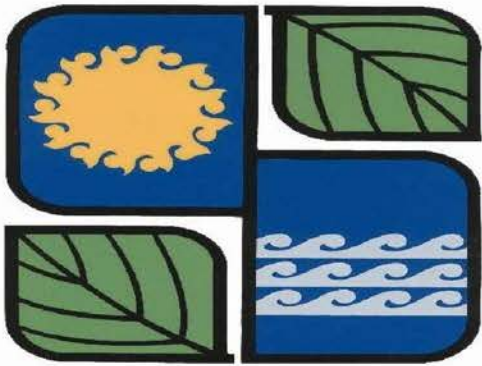
**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Shorewood the 2022 City Master Fee Schedule for the City of Shorewood is adopted.

**ADOPTED BY THE CITY COUNCIL** of the City of Shorewood this 13th day of December 2021.

\_\_\_\_\_  
**Jennifer Labadie, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Sandie Thone, City Clerk**



City of  
Shorewood

# MASTER FEE SCHEDULE

## **Introduction**

In May of 2017 the Shorewood City Council approved an amendment to Chapter 1300: Municipal Fees of the Shorewood City Code removing the actual fees from the Code, with the exception of Land Use Fees, and replacing it with referencing the Master Fee Schedule which will establish fees by Council resolution. Land Use Fees are required pursuant to MN State statutes to be amended and established by ordinance in communities that collect in excess of \$5,000 in said fees on an annual basis. Previous and future resolutions and ordinances amending or establishing new fees will be collated into the Master Fee Schedule as necessary and prudent. These updates are set forth by Council resolution (and ordinance in the case of land use fees) and incorporated into the Master Fee Schedule upon adoption of the proposed established fees. This provides a cost-effective and expedient process for reviewing fees for relevance and providing annual updates to the schedule of city fees and a user-friendly document for public use.

A copy of the Master Fee Schedule is available on the city website at [www.ci.shorewood.mn.us](http://www.ci.shorewood.mn.us) or at city offices located at 5755 Country Club Road in Shorewood, MN 55331. To obtain an electronic copy please email [cityofshorewood@gmail.com](mailto:cityofshorewood@gmail.com).

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<b>LICENSE, PERMIT, SERVICE CHARGES AND MISCELLANEOUS FEES</b>		
<b>Type of Charge/Fee</b>	<b>City Code Reference</b>	<b>Charge/Fee</b>
<b>I. License and Permit Service Fees</b>		
Administrative Enforcement	104.03	<p>Class A Offenses: \$300 Violations of Public Health Regulations (Chapters 501-503, except those violations which are also Zoning Code Violations)</p> <p>Class B Offenses: \$300 Violations of Rental Housing Regulations (Chapter 1004) Subsequent Class B Violations \$1,000</p> <p>Class C Offenses: \$300 Violations of Building Regulations (Chapters 1001-1003 and 1005) Violations of Wetland Regulations (Chapter 1102) Violations of Tree Preservation Regulations (Chapter 1103) Violations of Zoning Regulations (Chapter 1201)</p> <p><u>Subsequent Class A &amp; C Violations:</u> 2nd citation within 24 months: 25% increase over scheduled civil penalty</p> <p>3rd citation within 24 months: 50% increase over scheduled civil penalty</p> <p>4th citation within 24 months: 100% increase over scheduled civil penalty</p>
Administrative Enforcement Appeal	104.03	\$200
Administrative Non-Payment Fee	104.03 Subd. 5	\$100



<b>LICENSE, PERMIT, SERVICE CHARGES AND MISCELLANEOUS FEES</b>		
<b>Type of Charge/Fee</b>	<b>City Code Reference</b>	<b>Charge/Fee</b>
<b>I. License and Permit Service Fees</b>		
Adult use license	309	
Investigative fee		\$500
Adult use facility license		\$1,675 + \$50/video booth or stall
Animal impound fees	701.08.4	\$25 first offense of year, \$50 thereafter
Daily boarding fee		\$25
Additional services when required		\$95 inoculation \$35 bath
Commercial lawn fertilizer application license (annual)	310.03.2d	\$30
Dock - Boat docks and boat storage facility license	304.05	\$35
Dock - Multiple dock facility license	1201.24, Subd. 10	\$2 per slip/per year
Dog licenses, per animal	701.03.2	\$10/\$5 license late fee
Domestic partnership registry	110.06	\$25
Registration		\$25
Amendment		\$25
Termination certificate, certified		\$2
Farm and other animals	704.09	\$50
Fire alarm permits	601.06.1	\$200 2nd false alarm and thereafter
Fire (recreational fire permit)	501.03	No charge
Fireworks dealer license/permit		\$100 per site/per year
Gambling permit - exempt	301.09.3	\$25
Gambling premises permit - new investigation fee	301.08.4	\$100
Horse permit	702.04	\$25
Kennel license	701.04.2	\$25/initial license \$10/renewal license
Police alarm permits	601.06.1	\$100 3rd false alarm and thereafter

System contractor license		\$1,000 bond
Therapeutic massage annual business license		\$100
Tobacco retailer license	302	\$250/premise
Tobacco administrative fines:		
Tobacco licensees in violation		\$75/first offense \$200/second offense in 24-month period \$250/thereafter within 24-month period
Individuals in tobacco violation		\$50 per offense



**II. Liquor License Fees and Liquor Violation Fines**

<b>Type of Charge/Fee</b>	<b>City Code Reference</b>	<b>Charge/Fee</b>
Intoxicating liquor license - on-sale	401.06.1	\$7,500
Wine license - on-sale	401.06.1	\$1,000
Intoxicating liquor - off-sale	401.06.1	\$310
Liquor special club license	401.06.1	\$250
Special Sunday license	401.06.1	\$200
3.2% malt/liquor license - on-sale	401.06.2	\$300
3.2% malt liquor license - off-sale	401.06.2	\$50
3.2% malt liquor or intoxicating liquor Temporary license	401.06.2	\$25
Extended Sales (2:00 a.m.) liquor license (in addition to State required fee) for On-Sale Intoxicating and Malt Liquor Establishments	401.05	\$100
Liquor license investigation fee -New license	401.06.1	\$500
Liquor license investigation fee - Renewal with change in managers/owners/like	401.06.1	\$250
Liquor licensees' in violation	40121	\$500/first offense \$1,000/second offense in 24 months \$1,500/third offense in 24 months \$2,000/fourth offense in 24 months

<b>III. Utility Rates</b>		
<b>Sewer</b>		
<b>Type of Charge/Fee</b>	<b>City Code Reference</b>	<b>Charge/Fee</b>
Sewer connection permit	904.07.1	\$150
Sanitary Sewer Service	904.15.1a	
<b>Residential:</b>	Ord. 583	
Sewer Only per quarter		\$103.08
Low Income Sewer per quarter		\$68.72
<b>Commercial:</b>	Ord. 583	
Base Charge		\$11.65
1-28,500 gallons per quarter		\$103.08
1,000 gallons in excess of 28,500 gallons per quarter		\$2.68
Sanitary sewer surcharge	904.09.5	\$100/month
Local sewer availability charge	904.18.3	\$1,200
<b>Water</b>		
<b>Type of Charge/Fee</b>	<b>City Code Reference</b>	<b>Charge/Fee</b>
Water connection permit	903.03.1a	
Inside		\$50
Outside		\$60
Watering restriction violation	903.12	\$50 first violation \$25 increase each succeeding violation (e.g. 2nd violation \$75, 3rd violation \$100, and the like)
Water meter	903.04.1	
5/8"x3/4"meter w/swivels		Cost plus 10%
5/8" x 3/4" copperhorn		Cost plus 10%
1" meter includes swivel		Cost plus 10%
1" copperhorn		Cost plus 10%
1" pressure-reducing valve		Cost plus 10%

1 1/2" meter (with flanges)		Cost plus 10%
2" meter (with flanges)		Cost plus 10%
1 1/2" pressure-reducing valve		Cost plus 10%
2" pressure-reducing valve		Cost plus 10%
Meter test	903.08.4	\$80
Water service	903.09.1a	
1 <sup>st</sup> 5,000 gallons	Ord. 583	\$24.42
Per 1,000 gallons in excess of 5,000 and up to 50,000 gallons		\$4.13
Per 1,000 gallons in excess of 50,000 gallons per quarter		\$5.93
Water service - low income per quarter	903.09.1a (1) Ord. 583	\$20.96 minimum
Water turn-on and shut-off fee	903.04	\$50
Water connection fee	903.03.3	\$10,000
Single-family residential		See chart/formula in 903.04subd 3a
Multi-family residential, Commercial		See chart/formula in 903.04subd 3a
Schools, churches, government and other non-residential		
<b>Stormwater Management</b>		
<b>Type of Charge/Fee</b>	<b>City Code Reference</b>	<b>Charge/Fee</b>
Stormwater Management Utility	905.03	
Basic System Rate	Ord. 583	\$34.53
Lots less than 10,000 s/f per quarter		\$24.18
Lots 10,000-50,000 s/f per quarter		\$34.53
Lots 50,000 plus s/f per quarter		\$44.94
<b>Recycling</b>		
<b>Type of Charge/Fee</b>	<b>City Code Reference</b>	<b>Charge/Fee</b>
Residential recycling fee		\$14/quarter/household

<b>IV. Miscellaneous Fees and Charges</b>		
<b>Type of Charge/Fee</b>	<b>City Code Reference</b>	<b>Charge/Fee</b>
Special assessment search		\$25
Mailed minutes (nonresident)		\$75.00 annual \$.25/page/individual
Mailed agendas		\$35 annual \$.25/page/individual
Copies (B&W)		\$.25/page/single side 8.5 x 11@ \$.50/page/single side > 8.5x11 \$3/page/single side > 11x17
Color copies		\$1/page/single side \$2/page/single side > 8.5x11 \$4/page/single side > 11x17
Mailing labels (All city residents)		\$65 all residents on mailing labels
Aerial topography: Mylar copy Electronic		\$16/acre plus \$5/mylar \$50/megabyte of data
City Code book:		\$75
CD Rom		\$25
Updates		\$25/year
City Zoning Code		\$.25 per page plus binding costs
Assessment Certification Fee	903.10.3(e)	\$50
Comprehensive Plan (softbound color copy)		Cost of production
City Subdivision Ordinance (softbound copy)		\$.25 per page plus binding costs
Election Candidate filing fee		\$2
Transient business, peddling/soliciting	308.08	\$50/applicant
Sand barrel/sand charge		\$40 barrel and sand/\$30 sand only
*Rental Housing Licenses (3-year period) Appeal filing fee		\$100
*License application fee, per rental dwelling in building with one to five units (includes two inspections per unit)	1004.06.6	\$75
	1004.03(3)	\$400 plus \$10 per rental unit up to \$750 maximum



<p>*License application fee, per rental dwelling in building with six or more rental units (includes up to two inspections per unit)</p> <p>Additional inspections as necessary</p> <p>Rental license application fee for buildings with six (6) or more units constructed within one year from date of application shall be base license fee excluding \$10 per rental unit fee.</p>	<p>(Res.17-089)</p> <p>1004.03(3) (Res.17-089) 1004.03(3) (Res.20-022)</p> <p>1004.03(3) (Res.17-089)</p>	<p>\$75/inspection</p>
Tree Preservation – Providing funds for planting trees on City Property	1103	\$400 per tree
Wetland Buffer Monuments	1102.06 Subd.2	\$44 per marker + tax
Return check fee		\$25
Plans and specifications, paper copy		\$35
Plans and specifications, CD copy		\$25
<p>Franchise Fees: These monthly fees are collected by the respective utility and remitted to the City on a quarterly basis.</p> <p><u>Natural Gas Franchise Fee:</u></p> <p>Residential \$4.00 Com-A \$4.00 SVDF-A \$4.00 SVDF-B \$4.00 LG (Dual Fuel or Firm) \$4.00 Com/Ind-B \$10.00 Com/Ind-C \$25.00</p> <p><u>Electric Franchise Fee:</u></p> <p>Residential \$4.00 Small C &amp; I Non-Demand \$8.00 Small C &amp; I Demand \$10.00 Large C &amp; I \$25.00</p>	<p>Ordinance 559 and 560 Adopted 6/25/2018</p>	

<b>V. Park and Recreation</b>		
<b>Type of Charge/Fee</b>	<b>City Code Reference</b>	<b>Charge/Fee</b>
Park and recreation use fees	902.06.3	
Organized sports participant		\$10/per participant, per sport, per season
Skating rinks (per rink)		
Lights		\$15/hour
Tournaments, per rink		\$30/day plus attendant salary
Special Event Registration and Permit	505.02.4	\$50/day for events on public property with 75 or more attendees/participants.
Community Gardens		Resident & Non-Resident Fees \$30/Resident \$45/Non-Resident
Soccer/Football/Baseball/Softball Fields (per field)		
Damage deposit, all fields		\$125/flat fee
Football Field, unlighted		\$50/hour or \$210/day
Lights		\$30/hour
Diamond field (baseball)		\$50/day
Entire soccer area, unlighted		\$150/day
Tennis Courts		\$5/court/hour
Picnic Pavilions		Resident & Non-Resident Fees
Manor/Freeman/Silverwood		\$25 + tax /Resident \$50 + tax/Non-Resident
Eddy Station/Badger Park		\$50 + tax /Resident \$75 + tax/Non-Resident

**VI. Building and Right of Way Fees**

Note: Base fees are non-refundable. Escrow deposits are to cover consulting engineer and attorney expenses. Applicants are informed that any city expenses not covered by these fees will be billed to them. Unused escrow fees will be returned to applicant upon written request.

Building permit	1001.03	1997 U.B.C. SECTION 107 1997 U.B.C. TABLE 1-A AND STATE RULE 1300.0160
Reinspection fee	(Res. 20-022)	\$75
Residential		
Roofing permit		\$125
Siding permit	S.B.C.	\$125
Window permit	S.B.C.	\$125
Mechanical permit		State Statute or 2.5% of value, \$35 minimum
Plumbing permit	S.B.C.	State Statute or \$15/fixture, \$35 minimum
Removal or abandonment, underground tanks	U.F.C.	\$35 first tank plus \$20 each additional
Demolition permit	S.B.C.	\$50 (Fee waived when done in conjunction with a building permit or burned by the fire department)
Sign permit application fee	1201.03.11f	\$20 (Temporary) Per 1997 U.B.C. Table 1-A for permanent
Fence permit	1201.03.2f	\$20
Grading/filling permit	S.B.C.	Per 1997 U.B.C. Table A-33-A and A-33-B

R.O.W Administrative Charge	901.11 Subd. 5	\$200 (in addition to actual costs)
R.O.W. Annual Registration Fee	901.06 Subd.1	\$400
R.O.W. Encroachment Permit	901.01.2a	\$40
R.O.W. or Public Ground Excavation Permit	901.08 Subd. 2	\$200
Directional Drilling or Boring	901.08 Subd. 2	\$45 per 100 L. Ft. (in addition to permit fee)
Open Trenching	901.08 Subd. 2	\$60 per 100 L. Ft. (in addition to permit fee)
Obstruction Permit	901.08 Subd. 2	\$20
Small Wireless Facility (per site)	901.08 Subd. 2	\$150 (in addition to actual costs)
Security/Damage Deposit (non-utility)	901.08 Subd. 6	Varies
Pole/Pole Attachment	901.08 Subd. 2	\$20
Underground Sprinkler/Irrigation System Permit	901.01.2d	\$20
Unlawful Encroachment into Right-of-Way	901.03 Subd. 4	\$200/minimum fee And up to the actual cost of removal



**VII. Zoning and Land Use Fees**
**LICENSE, PERMIT, SERVICE CHARGES AND MISCELLANEOUS FEES**

<b>Type of Charge/Fee</b>	<b>City Code Reference</b>	<b>Charge/Fee</b>
Comprehensive plan amendment Pre-application Formal Application		\$200 \$800 plus \$1,000 escrow
Conditional use permit Residential Non-residential	1201.04	\$400 \$500 plus \$1,000 escrow
Fence permit	1201.03	\$20
Interim use permit Residential Non-residential	1201.04	\$400 \$500 plus \$1,000 escrow
Planned unit development Concept Stage	1201.25	\$500 plus \$1,000 escrow
Development Stage	1201.25	\$700 plus \$1,000 escrow
Final Stage	1201.25	\$500 plus \$1,000 escrow
By Conditional Use Permit	1201.06	\$500 plus \$1,000 escrow
Sign permits Temporary Permanent	1201.03.11f	\$20 Per 1997 U.B.C. Table 1-A
Site plan review	1201.03	\$200 plus \$1,000 escrow
Subdivision sketch plan review	1202.03	\$200
Subdivision (minor subdivision)	1202.03 (Ord. 576)	\$500 plus \$1000 escrow
Subdivision (preliminary plat) 5 or fewer lots Over 5 lots	1202.03	\$600 plus \$25/lot plus an escrow deposit, as follows: \$1,000 \$3,000
Subdivision (final plat)	1202.03	\$500 plus \$25/lot plus an escrow deposit, as follows:

# **VII. Zoning and Land Use Fees**

## **LICENSE, PERMIT, SERVICE CHARGES AND MISCELLANEOUS FEES**

<b>Type of Charge/Fee</b>	<b>City Code Reference</b>	<b>Charge/Fee</b>
5 or fewer lots		\$1,000
Over 5 lots		\$2,000
Traffic Studies when required as part of another application	Multiple	Escrow for estimated cost of study to be completed by the City's consulting engineers plus \$500.
Vacation or Easement		\$400
Variances	1201.05 and 1202.09	\$400
Residential		
Non-residential		\$500
Zoning Amendment (Text or Map)	1201.04	\$600 plus \$1,000 escrow
Zoning Permits	1201.07	\$20
Zoning Verification Letter	1200	\$50
Park dedication (cash in lieu of land)	1202.07	\$6,500/dwelling unit or 8% of raw land value
Extension of deadline for recording resolutions	1202.03	\$200
Extension of plat approval	1202.03	\$200

\*Note: Base fees are non-refundable. Escrow deposits are to cover consulting engineer, attorney, and other consultant expenses. Applicants are informed that any city expenses not covered by these fees will be billed to them. Unused escrow fees will be returned to applicant upon written request. Applications with more than one required escrow account shall be required to submit the escrow based on the highest required escrow amount.

## SHOREWOOD COMMUNITY AND EVENT CENTER

- Local Non-Profits will be charged 50 percent of the Resident Rates
- All Rates: Based on a 2 (two) hour Minimum rental. Over four-hour rental subject to the daily block rate. *All Room and Kitchen rentals are subject to availability. Rate schedule subject to change.*

<b>BANQUET ROOM</b>				
<b>CAPACITY:</b>				
<b>175 - ROUND TABLES</b>				
<b>200 - THEATRE STYLE</b>				
<b>Day of Week</b>	<b>Time of Day</b>	<b>Hours</b>	<b>Regular Rates Non-Resident</b>	<b>Shorewood Resident Rates (reflects 20% discount)</b>
Friday or Saturday Evening	4:00 PM to 12:00 Midnight	8.0	\$590	\$472
Saturday Daytime per hour	9:00 AM to 4:00 PM	7.0	\$55/hour	\$44/hour
Saturday > 4-hour day block			\$328	\$262
Sunday per hour	9:00 AM to 11:00 PM	9.0	\$50/hour	\$40/hour
Sunday > 4-hour daily block			\$425	\$340
Monday-Friday Day per hour	9:00 AM to 4:00 PM	7.0	\$40/hour	\$32/hour
Mon-Fri > 4-hour daily block			\$275	\$220
Mon-Thurs Eve per hour	4:00 PM to 12:00 Midnight	8.0	\$45/hour	\$36/hour
Mon-Thurs > 4-hour block			\$280	\$224
Damage Deposit			\$200	\$200
Custodial Fee/ Events > 50			\$100	\$100
51 to 200 People			\$200	\$200
<b>ACTIVITY ROOM</b>				
<b>CAPACITY: 60</b>				
<b>Day of Week</b>	<b>Time of Day</b>	<b>Hours</b>	<b>Non-Resident Rates</b>	<b>Resident Rates (reflects 20% discount)</b>
Friday or Saturday Evening	4:00 PM to 12:00 Midnight	8.0	\$42/hour	\$34/hour
Fri/Sat Eve >4-hour block			\$245	\$196
Saturday Daytime per hour	9:00 AM to 4:00 PM	7.0	\$35/hour	\$28/hour
Saturday > 4-hour block			\$160	\$128
Sunday per hour	9:00 AM to 11:00 PM	9.0	\$36/hour	\$28/hour
Sunday > 4-hour block			\$216	\$173
Monday-Friday Day per hour	9:00 AM to 4:00 PM	7.0	\$36/hour	\$28/hour
Mon-Fri > 4-hour daily block			\$160	\$128
Mon-Thurs Eve. per hour	4:00 PM to 12:00 Midnight	8.0	\$36/hour	\$28/hour
Mon-Thurs > 4-hour block			\$150	\$120
Custodial Fee			\$50	\$50
<b>CONFERENCE ROOM</b>				
<b>CAPACITY: 25</b>				
<b>Day of Week</b>	<b>Time of Day</b>	<b>Hours</b>	<b>Non-Resident Rates</b>	<b>Resident Rates (reflects 20% discount)</b>
Daily Block >4 up to 7 hours	9:00 Am to 4:00 PM	7.0	\$150	\$120
Monday-Friday	All hourly slots	2-hr/min	\$30/hour	\$24/hour
Custodial Fee			\$20	\$20



<b>COMMERCIAL KITCHEN Day of Week</b>	<b>Rental Fee</b>		<b>Storage Fee</b>	<b>Security Deposit</b>
Daily	\$30/hour up to 4 hours \$175 for 4 to 8 hours Over 8 hours add \$30/hour		\$50 Month for one rental area/\$25 per add'l space	\$200

## **SHOREWOOD COMMUNITY AND EVENT CENTER EXTRAS**

**Linens, Dinnerware, Flatware, Glassware Available as follows:**

**Linens (specify long or medium length):**

Rounds @ 8.00 ea.

Rectangles @ 8.00 ea.

**Dinnerware place settings (4 pc): (dinner plate, dessert/salad plates, cup/saucer)**

\$2.00 per place setting

\$0.45 per additional piece

**Flatware place settings (4 pc): dinner knife, dinner fork, salad fork, teaspoon**

\$1.50 per place setting

\$0.35 per additional piece

**Glassware (1 pc) settings: (water glass, wine glass)**

\$0.50 ea.

Compostable Dinnerware is available – Please contact event center staff on for pricing

**Coffee Pots:**

36 cup @ \$10.00

32 oz. Thermos Carafe @ \$2.00 ea.

Additional fees and/or damage deposits may be required for unique set-up or decoration requests



## City of Shorewood Council Meeting Item

**Title/Subject:** COVID Leave Extension  
**Meeting Date:** Monday, December 13, 2021  
**Prepared by:** Sandie Thone, City Clerk/HR Director  
**Reviewed by:** Greg Lerud, City Administrator  
Joe Rigdon, Finance Director  
**Attachments:** Resolution 21-145

2H

MEETING TYPE  
REGULAR

**Background:** Under the Families First Coronavirus Response Act ("FFCRA"), employers with less than 500 employees were required to offer Emergency Paid Sick Leave in the amount of 80 hours to each qualifying employee effective April 1, 2020. If employees were unable to work, or telework because of the COVID-19 pandemic causing them to quarantine or isolate, they would be eligible for paid sick leave under the federal legislation. The leave allowed full-time employees to take up to 80 hours of paid emergency sick leave for a qualifying reason. Part-time employees were allowed to take the number of hours they typically work in an average two-week period. Paid sick leave under the Emergency Paid Sick Leave Act was in addition to other leave provided under Federal, State, or local law; an applicable collective bargaining agreement; or the city's accrued leave benefits. This Emergency Paid Sick Leave benefit expired on December 31, 2020. Shorewood, following a majority of metro area cities, extended emergency COVID leave for their employees into 2021.

At the time these emergency leave considerations were approved by the City Council into 2021, we had hoped to be in a better place regarding the pandemic, than we are today. With the current situation, we are requesting the council consider extending this COVID emergency leave to employees through June 30, 2022. Due to employees testing positive, becoming ill with COVID-19, being exposed to positive cases, and utilizing it for vaccinations and vaccination side-effects, a majority of employees have utilized part, or exhausted all of this leave to date. Only a handful of city employees have not utilized this emergency pay. As our employee's health is our utmost concern, our goal is to support them the best we can during this pandemic and ensure a safe work place.

**Recommendation/Action Requested:** Staff respectfully recommends the city council approve Resolution 21-145 Extension of COVID Emergency Sick Leave for Shorewood City Employees effective through June 30, 2022. **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.

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**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.*

**RESOLUTION 21-145  
CITY OF SHOREWOOD  
COUNTY OF HENNEPIN  
STATE OF MINNESOTA**

**A RESOLUTION APPROVING COVID LEAVE EXTENSION  
FOR SHOREWOOD EMPLOYEES**

**WHEREAS**, the COVID-19 pandemic has required government to take extraordinary steps to respond to the public health emergency; and,

**WHEREAS**, under the Families First Coronavirus Response Act (“FFCRA”), employers with less than 500 employees were required to offer Emergency Paid Sick Leave in the amount of 80 hours to each qualifying employee effective April 1, 2020; and

**WHEREAS**, this Emergency Paid Sick Leave benefit expired on December 31, 2020 and the City of Shorewood extended COVID emergency sick leave for their employees into 2021; and

**WHEREAS**, at the time these emergency leave considerations were approved by the City Council into 2021, we had hoped to be in a better place regarding the pandemic, than we are today; and

**WHEREAS**, with the current situation, we are requesting the city council consider extending up to 80 hours of COVID emergency sick leave to employees through June 30, 2022.

**NOW THEREFORE**, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD, MINNESOTA that up to 80 hours of COVID Emergency Sick Leave for Employees is Extended through June 30, 2022.

Adopted by the City Council of Shorewood, Minnesota the 13<sup>th</sup> day of December 2021.

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**Jennifer Labadie, Mayor**

**Attest:**

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**Sandie Thone, City Clerk**



## City of Shorewood Council Meeting Item

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**Title/Subject: Accept Resignation for Emma Notermann and  
Authorization to Recruit for Planning Technician Position**

21

Meeting Date: Monday, December 13, 2021  
Prepared by: Sandie Thone, City Clerk/HR Director  
Reviewed by: Greg Lerud, City Administrator  
Marie Darling, Planning Director

MEETING  
TYPE  
Regular

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**Background:** Planning Technician Emma Notermann has submitted her resignation effective December 6, 2021.

Emma began her employment with Shorewood on July 22, 2020 as a Planning Technician with Shorewood's Planning Department. Emma has been a great addition to the team at Shorewood and will be missed. In a formal resignation letter, Emma explained she appreciated her time working with everyone and for the City of Shorewood. She has accepted another opportunity. We thank Emma for her contributions to the city and wish her the best in her future endeavors.

This resignation creates a vacancy in the Planning Technician position. Therefore, staff is seeking authorization to recruit for candidates to fill the position of Planning Technician for the City of Shorewood.

**Action Requested:** Staff respectfully recommends the city council accept the resignation of Emma Notermann and Authorize the recruitment for a Planning Technician for the City of Shorewood. Motion, second and simple majority vote required.



## City of Shorewood Council Meeting Item

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**Title/Subject:** Approve Warming House Closures

**Meeting Date:** December 13, 2021

**Prepared By:** Twila Grout, Parks and Recreation Director

**Reviewed By:** Greg Lerud, City Administrator

**Attachments:** Resolution

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**Background:** Cathcart Park and Manor Park warming houses typically open in late December and would remain open through late February.

Last season the warming houses were closed due to COVID-19. It was determined that social distancing in the warming houses would be hard to do and staff did not want to put the rink attendants in a position to make sure that everyone social distanced and wore masks inside the buildings. Public Works did flood the rinks and placed picnic tables and benches by the rinks for skaters to use. Staff did not receive any negative comments regarding the warming houses being closed for the season.

While it was the intent to open the warming house for the 2021/2022 season, with the rising number of COVID cases and the new variant that has been found, as the council discussed at its retreat, it is in the best interest to again close the warming houses for this season. Again, the city does not want to put the rink attendants in the position of making sure everyone is social distancing and wearing a mask inside the warming houses. The rinks will be opened as soon as possible and will be maintained by Public Works for the season, and they will again place picnic tables and benches by the rinks.

Closure of the warming houses will be in the upcoming newsletter and on the city website.

**Recommended Action:** Staff recommends City Council approve the closures of Cathcart Park and Manor Park warming houses for the 2021/2022 season.

Approval requires a simple majority.

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**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 NO. 21-146**

**A RESOLUTION APPROVING WARMING HOUSE CLOSURES AT CATHCART  
PARK, 26655 WEST 62<sup>ND</sup> STREET AND MANOR PARK, 20630 MANOR ROAD**

**WHEREAS**, the rinks will be open for skating. Public Works will flood the rinks and benches will be in place for skaters to use while they are at the rink.

**WHEREAS**, the City of Shorewood will close the warming houses at Cathcart Park and Manor Park for the 2021/2022 season due to the rise in COVID 19 cases and the new Omicron variant; and

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Shorewood hereby authorizes approval of closing the warming houses at Cathcart Park and Manor Park for the 2021/2022 season.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD** this 13th day of December, 2021.

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**Jennifer Labadie, Mayor**

**ATTEST:**

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**Sandie Thone, City Clerk**



2 K

MEETING TYPE  
REGULAR

## City of Shorewood Council Meeting Item

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**Title/Subject:** Resolution Accepting Bolton & Menk Donation to Arctic Fever Event

**Meeting Date:** December 13, 2021

**Prepared By:** Twila Grout, Parks and Recreation Director

**Attachments:** Resolution

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**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 2022 Arctic Fever Event being held on January 15, 2022:

<u>Name of Donor</u>	<u>Amount</u>
Bolton & Menk	\$1,500.00

**Financial Considerations:** This donation will help to cover expenses incurred for the 2022 Arctic Fever Event.

**Action Requested:** Staff respectfully recommends the city council approve the Resolution Accepting Donations as Delineated in the Resolution to the 2022 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.

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**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.*

**RESOLUTION 21-147**

**A RESOLUTION ACCEPTING DONATIONS TO THE  
CITY OF SHOREWOOD 2022 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 the cash amounts set forth below to the city:

<u>Name of Donor</u>	<u>Amount</u>
Bolton & Menk	\$1,500.00

**WHEREAS**, the terms or conditions of the donations are to be used for the 2022 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 donations 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 13th day of December, 2021.

\_\_\_\_\_  
**Jennifer Labadie, Mayor**

**Attest:**

\_\_\_\_\_  
**Sandie Thone, City Clerk**



## City of Shorewood Council Meeting Item

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**Title/Subject:** Approve Encroachment Agreement for 5350 St Albans Bay Rd  
**Meeting Date:** Monday, December 13, 2021  
**Prepared by:** Andrew Budde, City Engineer  
**Reviewed by:** Larry Brown, Director of Public Works  
**Attachments:** Agreement and Resolution

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**Background:** The property owner located at 5350 St Albans Bay Road has an existing garage that partially encroaches 4.3 feet into the right of way of St. Albans Bay Road. The property owner and city have discussed and have agreed to allow the garage to remain. The major condition being that no improvements can be made to the garage and the city will not issue a building permit for any improvements to the garage until it is removed or relocated appropriately outside of the public right of way. The property owner has reviewed the agreement and is willing to sign the document.

**Financial Considerations:** None.

**Recommendation/Action Requested:** Staff respectfully recommends the city council approve the encroachment agreement with the property owner located at 5350 St Albans Bay Road,

**Motion, second and Simple Majority required.**

CITY OF SHOREWOOD  
ENCROACHMENT AGREEMENT

Property Address: 5350 Saint Albans Bay Road

This Agreement, is entered into this \_\_\_\_ day of \_\_\_\_\_, 2021, by and between, John J. Boone and Rebecca M. Boone and the City of Shorewood, a Minnesota municipal corporation.

RECITALS

1. The City of Shorewood (the "City") is a Minnesota municipal corporation under the laws of the State of Minnesota; and

2. John J. Boone and Rebecca M. Boone (the "Property Owner") is the owner of certain real estate located at 5350 Saint Albans Bay Road within the City and legally described as:

"All that part of the South half of the Southwest Quarter of Section 25, Township 117, Range 23, Hennepin County, Minnesota, described as follows: Commencing at the point of intersection of the Southeasterly extension of the Northeasterly line of Lot 74, Auditor's Subdivision Number One Hundred and Forty One (141) Hennepin County, Minnesota, and the center line of the public road running along the Southeasterly side of Lots Seventy-four (74) and Seventy-two (72), said Auditor's Subdivision; thence Northwesterly along the Northeasterly line of said Lot 74 and the extension thereof, 290.29 feet; thence North 69 degrees 11 minutes East to the center line of the road shown along the Northeasterly side of Lot 72, on the plat of said Auditor's Subdivision Number One Hundred and Forty One (141), Hennepin County, Minnesota; thence Southeasterly along the center line of said road to the North line of the Southwest Quarter of the Southwest Quarter of the Southeast Quarter of the Southwest Quarter of said Section; thence West on said North line to the West line of said Southwest Quarter of the Southwest Quarter of the Southeast Quarter of the Southwest Quarter of said Section; thence South along said West line 86.5 feet to the center line of the road shown along the Southeasterly side of Lots 74 and 72, on the plat of said Auditor's Subdivision; thence Southwesterly along said center line of said road to the place of beginning, subject to the easement of the public in said roads." (the Property); and

3. The Property has an existing garage that partially extends across the eastern property line 4.3 feet and into the City right of way of Saint Albans Bay (the "Garage");

4. The Property Owner and City have agreed to allow the Garage to remain in the location depicted in the attached Exhibit A and Exhibit B, an Existing Conditions Survey prepared by David Anderson and dated July 27, 2021 for the Property;

AGREEMENT

1. The City consents to allow the Property Owner(s) or their successors and assigns to allow the Garage to remain in the location and as depicted in Exhibit A and Exhibit B.

2. The Property Owners and their successors and assigns do hereby indemnify and waive all claims against the City, its officials and employees, from any and all claims arising from the existence of the Garage.



3. In the event the city at any time requires the use or alteration of the City right of way of Saint Albans Bay Road, the Property Owners and their successors and assigns agree to make no claim for damages to the City.

4. The Property Owner shall not make any improvements to the Garage, and the City shall not grant any building permits for improvements to the Garage, until the Garage is relocated out of the City right of way or demolished and disposed of with prior City approval.

5. Upon relocation or demolition and disposal of the Garage this Encroachment Agreement shall be null and void.

**PROPERTY OWNER**

By: \_\_\_\_\_  
John J. Boone and Rebecca M. Boone a married couple

STATE OF MINNESOTA )  
 ) ss.  
COUNTY OF HENNEPIN )

The foregoing instrument was acknowledged before me on \_\_\_\_\_ 2021, by  
John J. Boone and Rebecca M. Boone.

\_\_\_\_\_  
Notary Public

**CITY OF SHOREWOOD**

By: \_\_\_\_\_  
Jennifer Labadie  
Its: Mayor

By: \_\_\_\_\_  
Andrew Budde  
Its: City Engineer

STATE OF MINNESOTA )  
 ) ss.  
COUNTY OF HENNEPIN )

The foregoing instrument was acknowledged before me on \_\_\_\_\_, 2021, by Jennifer  
Labadie and Andrew Budde, the Mayor and City Engineer, respectively, of the City of Shorewood,  
a Minnesota municipal corporation, on behalf of the corporation.

\_\_\_\_\_  
Notary Public

Drafted by:  
Engineering Department  
City of Shorewood  
5755 Country Club Rd  
Shorewood, MN 55331

### Exhibit A:

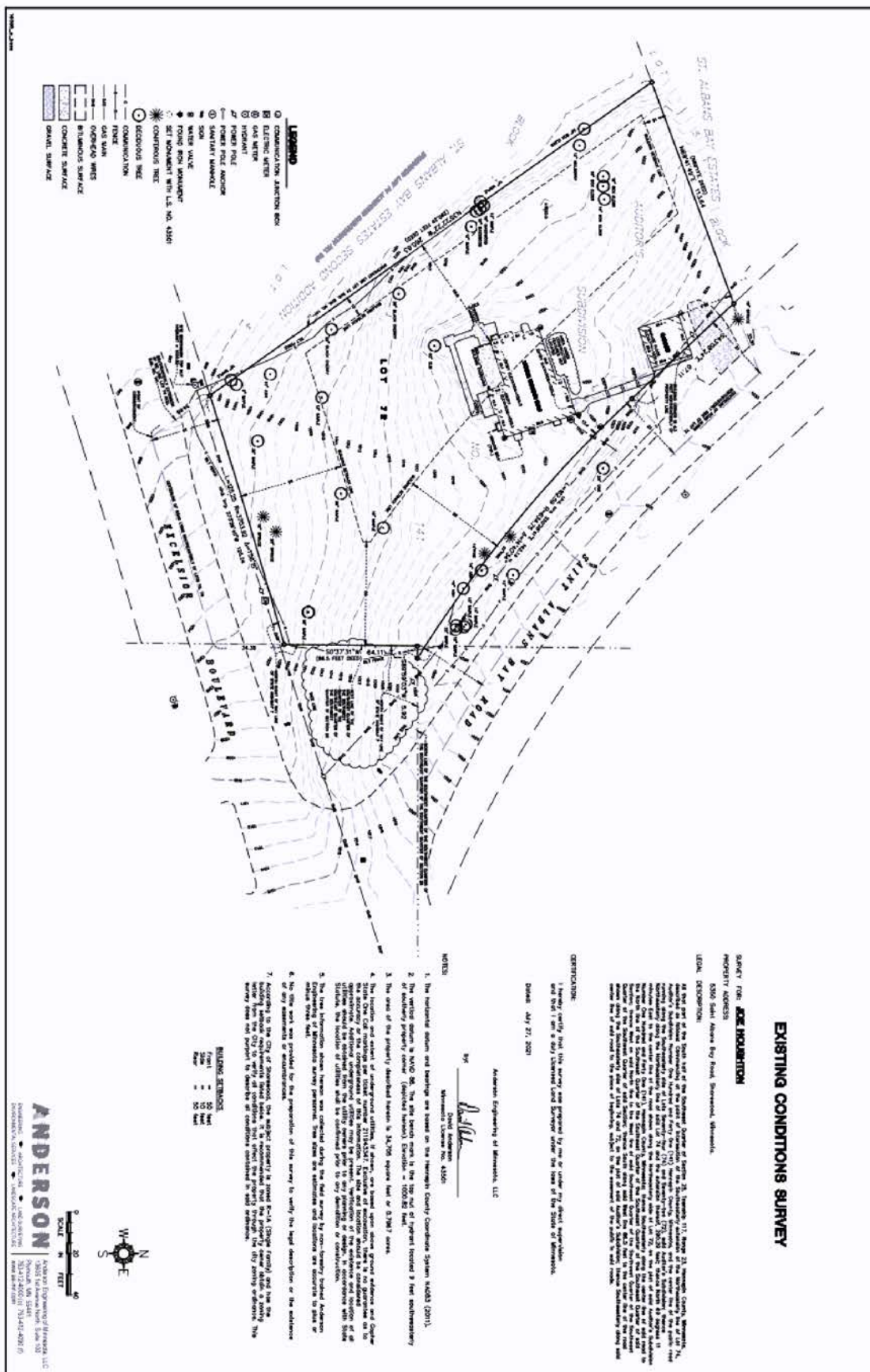
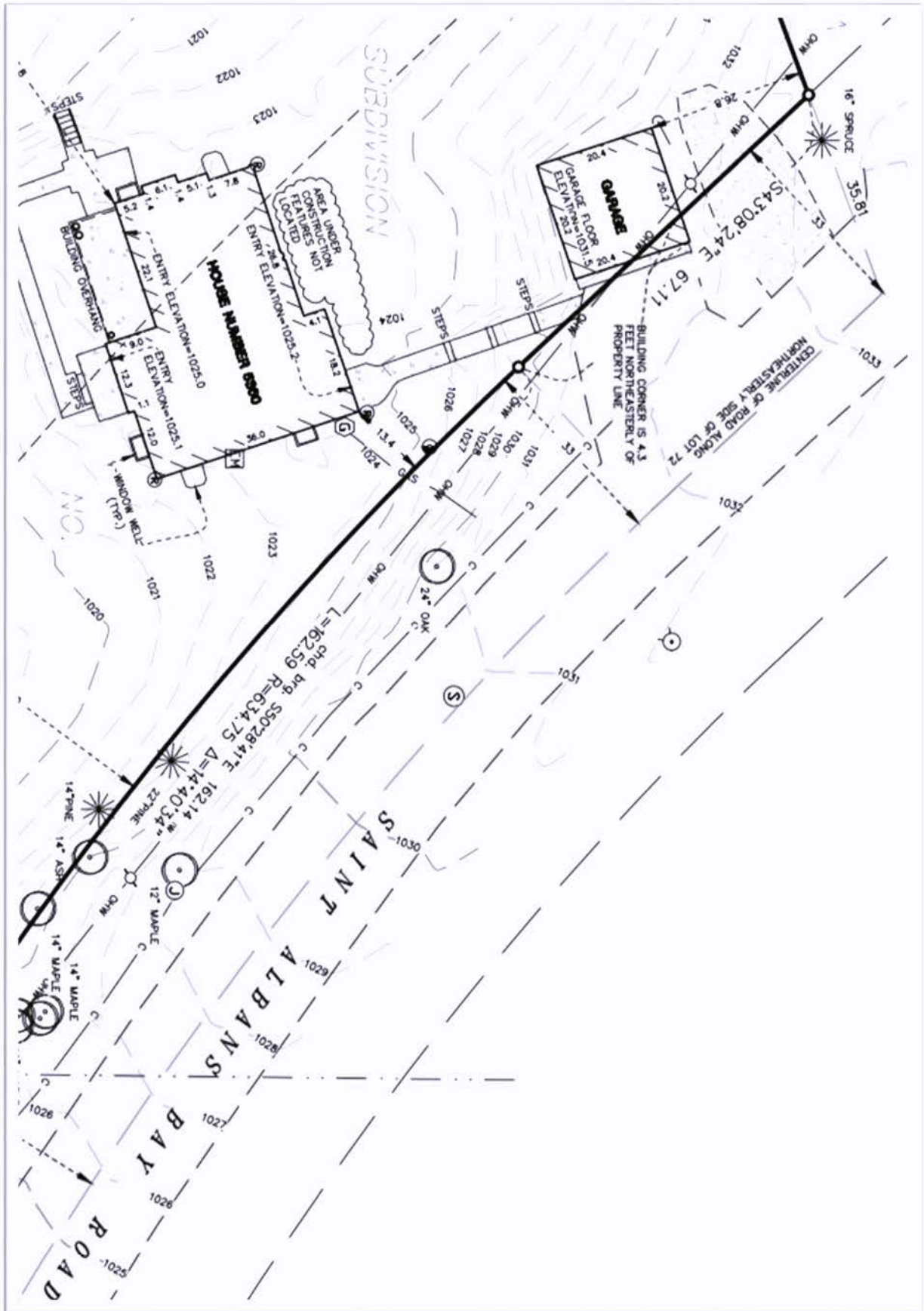




Exhibit B:



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

**RESOLUTION 21-148**

**A RESOLUTION APPROVING AN ENCROACHMENT AGREEMENT FOR THE  
PROPERTY AT 5350 ST ALBANS BAY RD.**

**WHEREAS**, the City of Shorewood is a Minnesota municipal corporation operating as a statutory city under the laws of the State of Minnesota; and

**WHEREAS**, John J. Boone and Rebecca M. Boone, the property owners located at 5350 St Albans Bay Road within the City of Shorewood; and

**WHEREAS**, the property has an existing garage that partially extends across the property line 4.3 feet in to the right of way of St. Albans Bay Road; and

**WHEREAS**, the property owner and city have agreed to allow the garage to remain in its current locations.

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

1. Hereby approves the Encroachment Agreement with the property owner of 5350 St. Albans Bay Road.
2. Authorizes the Mayor and City Administrator, on behalf of the city, to sign the agreement and execute any other necessary documentation to validate the agreement.

Adopted by the City Council of Shorewood, Minnesota this 13th day of December 2021.

---

**Jennifer Labadie, Mayor**

**Attest:**

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**Sandie Thone, City Clerk**



## City of Shorewood Council Meeting Item

---

**Title/Subject:** Approve Encroachment Agreement for 25165 Bentgrass Way  
**Meeting Date:** Monday, December 13, 2021  
**Prepared by:** Andrew Budde, City Engineer  
**Reviewed by:** Larry Brown, Director of Public Works  
**Attachments:** Agreement and Resolution

---

**Background:** The property owner located at 25165 Bentgrass Way submitted a building permit and as part of the improvements planned on installing a modular block retaining wall located on east side of the house. The new retaining wall is within the public drainage and utility easement by approximately 10 feet, the full width of the easement. We reviewed potential impacts to future use of the drainage and utility easement and find that the improvements are not detrimental. The city prepared an Encroachment Agreement to allow the retaining wall within the drainage and utility easement. The property owner has reviewed the agreement and is willing to sign the document.

**Financial Considerations:** None.

**Recommendation/Action Requested:** Staff respectfully recommends the city council approve the encroachment agreement with the property owner located at 25165 Bentgrass Way

**Motion, second and Simple Majority required.**



CITY OF SHOREWOOD  
ENCROACHMENT AGREEMENT

Property Address: 25165 Bentgrass Way

This Agreement, is entered into this \_\_\_\_ day of \_\_\_\_\_, 2021, by and between, Collin X. Nash and Kerry X. Nash and the City of Shorewood, a Minnesota municipal corporation.

RECITALS

1. The City of Shorewood (the "City") is a Minnesota municipal corporation under the laws of the State of Minnesota; and

2. Collin X. Nash and Kerry X. Nash (the "Property Owner") is the owner of certain real estate located at 25165 Bentgrass Way within the City and legally described as:

"Lot 6, Block 2, Minnetonka Country Club 2nd Addition, Hennepin County, Minnesota" (the Property); and

3. The Property includes a Drainage and Utility Easement along its perimeter; and

4. The Property Owner proposes to construct a retaining wall partially within the Property and partially within the Drainage and Utility Easement, generally located on the north and east sides of the property (the Improvements);

5. The Property Owner and City have agreed to the installation of the Improvements in the location depicted in the attached exhibit and more fully illustrated in the plan on file with the City submitted September 3, 2021, part of city permit number 1304;

AGREEMENT

1. The City consents to allow the contractors and agents of the Property Owner(s) or their successors and assigns to enter upon the Drainage and Utility Easement to construct the Improvements in the location and as depicted in the plan on file with the City, subject to approval by the City Engineer.

2. The Property Owners and their successors and assigns do hereby indemnify and waive all claims against the City, its officials and employees, from any and all claims arising from the use of the Drainage and Utility Easement and construction of the Improvements, together with those claims of the users of the Drainage and Utility Easement through the customary and incidental use of the Drainage and Utility Easement.

3. In the event the city at any time requires the use or alteration of the Improvement within the Drainage and Utility Easement, the Property Owners and their successors and assigns agree to make no claim for damages to the City.

**PROPERTY OWNER**

By: \_\_\_\_\_  
Collin X. Nash and Kerry X. Nash a married couple

STATE OF MINNESOTA    )  
  ) ss.  
COUNTY OF HENNEPIN )

The foregoing instrument was acknowledged before me on \_\_\_\_\_ 2021, by  
Wayne Hartmann.

\_\_\_\_\_  
Notary Public

**CITY OF SHOREWOOD**

By: \_\_\_\_\_  
Jennifer Labadie  
Its: Mayor

By: \_\_\_\_\_  
Andrew Budde  
Its: City Engineer

STATE OF MINNESOTA    )  
  ) ss.  
COUNTY OF HENNEPIN )

The foregoing instrument was acknowledged before me on \_\_\_\_\_, 2021, by Jennifer  
Labadie and Andrew Budde, the Mayor and City Engineer, respectively, of the City of Shorewood,  
a Minnesota municipal corporation, on behalf of the corporation.

\_\_\_\_\_  
Notary Public

Drafted by:  
Engineering Department  
City of Shorewood  
5755 Country Club Rd  
Shorewood, MN 55331

# Impervious Surface/Encroachment Exhibit for: OUTDOOR PERFECTION

House Address:  
25165 Benigrass Way, Shorewood, MN

LOT 7

LOT 6

LOT 5

BENIGRASS WAY

MINNETONKA COUNTRY CLUB

1717 9670.001 N.S.

Graphic Scale: 0 15 30 60 (IN FEET) (11x17 sheet)

Legend:

- Denotes Existing Tree Location
- Denotes Existing Hydrant
- Denotes Existing Electric Box
- Denotes Existing Television Box
- Denotes Existing Telephone Box
- Denotes Existing Light Pole
- Denotes Existing Service
- Denotes Existing Curb Stop
- Denotes Existing Elevation
- Denotes Drainage & Utility Easement (per recorded plat)
- Denotes Iron Monument

Table:

Total Lot Area	±19,047 sq. ft.
House, Porches, and Patio Area	±5,306 sq. ft.
Driveway Area to Right of Way Line	±1,944 sq. ft.
Sidewalk Area	±82 sq. ft.
Total Impervious	±7,332 sq. ft.
Total Impervious Coverage	±38.5%

## LEGAL DESCRIPTION:

Lot 6, Block 2, MINNETONKA COUNTRY CLUB 2ND ADDITION, Hennepin County, Minnesota

I hereby certify to Outdoor Perfection that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly licensed land surveyor under the laws of the State of Minnesota. Dated this 3rd day of September, 2021.

Signed: Carlson McCain, Inc.

DRAFT

By: Thomas R. Bluff, L.S. Reg. No. 40361  
Peter J. Blomquist, L.S. Reg. No. 51676

Signed: Carlson McCain, Inc.

DRAFT

By Thomas R. Belluff, L.S. Reg. No. 40361  
Peter J. Blomquist, L.S. Reg. No. 51676

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

**RESOLUTION 21-149**

**A RESOLUTION APPROVING AN ENCROACHMENT AGREEMENT FOR  
THE PROPERTY AT 25165 BENTGRASS WAY.**

**WHEREAS**, the City of Shorewood is a Minnesota municipal corporation operating as a statutory city under the laws of the State of Minnesota; and

**WHEREAS**, Collin Nash and Kerry Nash, the property owners located at 25165 Bentgrass Way (Lot 6, Block 2 of the Minnetonka Country Club 2<sup>nd</sup> Addition) within the City of Shorewood; and

**WHEREAS**, the property includes a ten foot drainage and utility easement around its perimeter; and

**WHEREAS**, the property owner proposes to construct a modular block retaining wall partially within the property and partially within the drainage and utility easement, generally located on the north and east sides of the property.

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

1. Hereby approves the Encroachment Agreement with the property owner of 25165 Bentgrass Way.
2. Authorizes the Mayor and City Administrator, on behalf of the city, to sign the agreement and execute any other necessary documentation to validate the agreement.

Adopted by the City Council of Shorewood, Minnesota this 13th day of December 2021.

---

**Jennifer Labadie, Mayor**

**Attest:**

---

**Sandie Thone, City Clerk**



## City of Shorewood Council Meeting Item

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**Title/Subject:** Non-Union Wage Adjustments for 2022

Meeting Date: December 13, 2021

Prepared By: Greg Lerud, City Administrator

Reviewed By: Joe Rigdon, Finance Director

2N

MEETING  
TYPE  
REGULAR

**Attachments:** 2022 salary calculations and 2022 salary budget estimate

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**Financial or Budget Considerations:** The city continues to operate on the salary schedule adopted in 2018 and reflects a 3% increase over 2021. The contract with the public works union calls for a scale increase of 3.0% annually for the three years of their contract that begins in 2022. Staff recommends approving the same increase of 3.0% as shown on the table. The total estimated salary cost for 2022 is budgeted to be \$1,923,905. In addition, the budget includes an increase of \$50 per month per employee toward insurance premiums.

You will notice that there are several positions that are at max rate. Those positions will receive the three percent increase, but there are no additional steps in that pay range. The city is very fortunate to have the quality of people that it does on its staff – it is an outstanding group.

**Recommended Action:** It is recommended to approve the salary adjustments as included with this memo by simple motion and majority vote.



## 2021 Non-Union Compensation Proposal for Full-time Employee Salary Schedule

<b>Position</b>	<b>2021 Grade/Step</b>	<b>2022 Proposed</b>
Director of Public Works	18/Max	18/Max
Deputy City Clerk	10/E	10/F
Communications/Recycling Coordinator	10/Max	10/Max
Sr. Acct.	10/Max	10/Max
Planning Technician	TBD	
SCEC Dir./Park & Rec Coord.	10/Max	10/Max
Planning Director	16/Max	16/Max
City Clerk/HR Director	13/Max	13/Max
Bldg. Official	12/Max	12/Max
Street Inspector	12/C	12/D
Admin. Asst.(1)	3/D	3/E
Admin. Asst. (2)	3/C	3/D
Lead Supervisor – PW	11/Max	11/Max
Finance Director	17/Max	17/Max
City Administrator	19/E	19/F

2022

	130	8.5%								\$ 19.261		\$ 18.70	\$ 19.26	3%
	Evaluation Points		Range Steps									2021	2022	
Grade	Point Minimum	Point Maximum	Min	B	C	D	E	F	Max	Range Percent Spread	Max Spread	Annual Min	Annual Max	Step Value
1	130	140	\$12.84	\$13.91	\$14.98	\$16.05	\$17.12	\$18.19	\$19.26	50.0%		\$26,709	\$40,063	\$1.07
2	141	152	\$13.87	\$15.02	\$16.18	\$17.33	\$18.49	\$19.65	\$20.80	50.0%	8.00%	\$28,845	\$43,268	\$1.16
3	153	165	\$14.98	\$16.23	\$17.47	\$18.72	\$19.97	\$21.22	\$22.47	50.0%	8.00%	\$31,153	\$46,729	\$1.25
4	166	179	\$19.41	\$20.22	\$21.03	\$21.84	\$22.65	\$23.45	\$24.26	25.0%	8.00%	\$40,374	\$50,468	\$0.81
5	180	194	\$20.96	\$21.84	\$22.71	\$23.58	\$24.46	\$25.33	\$26.20	25.0%	8.00%	\$43,604	\$54,505	\$0.87
6	195	211	\$22.64	\$23.58	\$24.53	\$25.47	\$26.41	\$27.36	\$28.30	25.0%	8.00%	\$47,092	\$58,866	\$0.94
7	212	229	\$24.45	\$25.47	\$26.49	\$27.51	\$28.53	\$29.55	\$30.56	25.0%	8.00%	\$50,860	\$63,575	\$1.02
8	230	249	\$26.41	\$27.51	\$28.61	\$29.71	\$30.81	\$31.91	\$33.01	25.0%	8.00%	\$54,929	\$68,661	\$1.10
9	250	270	\$28.52	\$29.71	\$30.90	\$32.09	\$33.27	\$34.46	\$35.65	25.0%	8.00%	\$59,323	\$74,154	\$1.19
10	271	293	\$30.80	\$32.09	\$33.37	\$34.65	\$35.94	\$37.22	\$38.50	25.0%	8.00%	\$64,069	\$80,086	\$1.28
11	294	318	\$33.27	\$34.65	\$36.04	\$37.42	\$38.81	\$40.20	\$41.58	25.0%	8.00%	\$69,194	\$86,493	\$1.39
12	319	345	\$35.60	\$37.08	\$38.56	\$40.04	\$41.53	\$43.01	\$44.49	25.0%	7.00%	\$74,038	\$92,547	\$1.48
13	346	374	\$38.09	\$39.67	\$41.26	\$42.85	\$44.43	\$46.02	\$47.61	25.0%	7.00%	\$79,220	\$99,026	\$1.59
14	375	406	\$42.45	\$43.87	\$45.28	\$46.70	\$48.11	\$49.53	\$50.94	20.0%	7.00%	\$88,298	\$105,957	\$1.42
15	407	441	\$45.42	\$46.94	\$48.45	\$49.96	\$51.48	\$52.99	\$54.51	20.0%	7.00%	\$94,479	\$113,374	\$1.51
16	442	479	\$48.60	\$50.22	\$51.84	\$53.46	\$55.08	\$56.70	\$58.32	20.0%	7.00%	\$101,092	\$121,311	\$1.62
17	480	519	\$51.52	\$53.24	\$54.95	\$56.67	\$58.39	\$60.10	\$61.82	20.0%	6.00%	\$107,158	\$128,589	\$1.72
18	520	564	\$54.61	\$56.43	\$58.25	\$60.07	\$61.89	\$63.71	\$65.53	20.0%	6.00%	\$113,587	\$136,305	\$1.82
19	565	612	\$57.89	\$59.82	\$61.74	\$63.67	\$65.60	\$67.53	\$69.46	20.0%	6.00%	\$120,402	\$144,483	\$1.93
20	613	664	\$61.36	\$63.40	\$65.45	\$67.49	\$69.54	\$71.59	\$73.63	20.0%	6.00%	\$127,626	\$153,152	\$2.05
Step %		3.3%			3.2%	3.1%	3.0%	2.9%	2.9%					



## City of Shorewood Council Meeting Item

#20

MEETING TYPE  
Regular Meeting

**Title / Subject:** Approval of Extension of Excelsior Woods Final

**Applicant:** Red Granite Construction

**Location:** 20325 Excelsior Blvd

**Meeting Date:** December 13, 2021

**Prepared by:** Marie Darling, Planning Director

**Attachments:** Resolution 21-073 (Original Approval)  
Resolution 21-150 (Approving an Extension)

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**Background:** Red Granite Construction has submitted their request to extend the approvals to record the final plat for Excelsior Woods for an additional 180 days (to June 23, 2022).

The applicant has told staff that they have had delays securing all the necessary documents and approvals in the original 180-day timeframe specified in the approving resolution. The delays will not affect the development contract.

**Public Testimony:** All required public testimony was previously taken during the preliminary and final plat review. No notices are sent for this type of request.

**Financial or Budget Considerations:** The extension has no impact on the budget.

**Recommendation / Action Requested:** Staff recommends approval of the request for an extension to the final plat approvals for Excelsior Woods on property located at 20325 Excelsior Boulevard, subject to the findings and conditions in the attached resolution.

Action on this request requires a simple majority.

**Next Steps and Timelines:** Should the City Council approve this request, the developer would need to satisfy all conditions of approval as specified in the final plat resolution and development agreement prior to beginning work on the site.

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**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.*

## Marie Darling

---

**From:** Luke Busker <luke@redgraniteconstruction.com>  
**Sent:** Monday, December 6, 2021 3:14 PM  
**To:** Marie Darling  
**Subject:** Plat Extension

Dear City Counsel,

I am formally requesting an extension for us to file our record of the final plat on Excelsior Woods. We will have all of our conditions in order within the next 30 days. We are waiting on the letter of credit from the bank which is available now.

I sincerely appreciate your understanding in this matter.

Thank you,

--

Luke Busker  
612-490-1037





**RESOLUTION 21-073**

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

**A RESOLUTION APPROVING A FINAL PLAT TO BE CALLED  
EXCELSIOR WOODS FOR PROPERTY LOCATED  
AT 20325 EXCELSIOR BOULEVARD**

**WHEREAS**, Red Granite Construction, LLC. (the "Applicant"), has submitted a request for a final plat of "Excelsior Woods" under the Shorewood City Code and under Chapter 462 of Minnesota Statutes; and

**WHEREAS**, the property is legally described as:

Lot 37, Auditor's Subdivision No. 141, Hennepin County, Minnesota;

**WHEREAS**, the final plat is consistent with the preliminary plat, conditional use permit for fill and variances approved for the subdivision on April 27, 2020, and

**WHEREAS**, a development agreement has been prepared as part of the final plat application.

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

1. The plat of Excelsior Woods for 4 lots to allow two twin-homes is hereby approved according to the plans and materials submitted April 20 and 21, and May 10, 11 and 14, 2021, subject to the conditions listed below.
2. The approval is specifically conditioned upon the terms and conditions contained in the Development Agreement for the subdivision.
3. The Mayor and City Administrator are hereby authorized to execute the Development Agreement on behalf of the City Council.
4. The final plat, development agreement and all related documents listed below, shall be filed with Hennepin County, and as required by the Development Agreement.
5. Prior to release of the subdivision for recording the final plat, the Applicant shall submit the information and revised plans consistent with the regulations in City Code, and as follows:
  - a. Revised homeowner association (HOA) documents that indicate maintenance responsibility for the stormwater filtration basin, retaining wall, wetland buffers and buffer monuments consistent with the conservation easement and the stormwater agreement.
  - b. Executed easements and agreements, including: 1) development agreement; 2) conservation easements over the wetland buffers; 3) an encroachment agreement for the retaining wall; and 4) a maintenance agreement over the stormwater basin.
  - c. Payment of the following fees: park dedication (\$19,500); and local sanitary sewer access charge (\$3,600); and water connection charges (\$8,950). The water connection fee is calculated as \$10,000 per lot minus the engineer's estimate of the costs to install the public portion of the watermain and service installation.
  - d. Submission of all required financial guarantees/escrow deposit as indicated in the development agreement.
  - e. Approval of the hydrant locations from the Fire Marshall (Excelsior Fire District).
  - f. Any required permits from other agencies.



- g. Revised construction management plan including, but not limited to, the haul route for the material to be imported and increase the street cleaning to once per day while fill material is being brought to the site.
  - h. Revised plans and other information consistent with the Engineer's Memo dated June 16, 2021 and City Code, as follows:
    - 1) Revise the plat to include: 1) drainage and utility easement over the wetland buffer; 2) right-of-way within 10 feet of the paved surface of St. Albans Bay Road in the southeast corner of the property; and 3) adjust the drainage and utility easements accordingly.
    - 2) Revise the construction management plan to: 1) indicate the haul route consistent with the approved conditional use permit (State Highway 7 through the Christmas Lake Road intersection to Excelsior Boulevard and access the site from St. Albans Bay Road); 2) correct the construction hours; and 3) propose a location for off-street parking for the contractor vehicles.
    - 3) Revise the plans to show a conforming amount of impervious surface coverage on Lot 3.
    - 4) Revise the landscaping plan to: 1) add (at a minimum) 2 additional trees as required by the tree preservation policy; 2) increase the planting size of deciduous trees to 3 inches or add eight additional trees that meet the city's requirements; 3) relocate the trees a minimum of 10 feet from utility mains and private utility services.
    - 5) Revise the grading plan/erosion control plan to: 1) indicate a double row of silt fence to protect the wetland to the east during import of material and mass grading; 2) add a note that ground cover shall be restored to disturbed areas within 7 days after grading has been completed; and 3) add wetland buffer monuments. Monuments may be consistent with City or Watershed design.
    - 6) Revise the tree preservation plan to remove impacts to trees on adjacent properties as may be needed or submit signed agreements from the affected property owners granting permission for the removal. To be considered saved, no activity is permitted within the drip line of the tree and fencing is required to be installed and inspected prior to mass grading.
- 6. Prior to issuance of building permits, the Applicant shall submit or complete the following:
    - a. Submit proof of recording for the subdivision, including the resolution, easements, HOA documents, and agreements.
    - b. Submit a soils report from a licensed professional engineer that indicates the soils present on the site and brought in are adequate for the construction of the structures.
    - c. Install the wetland buffer monuments.
    - d. Install the public improvements and complete grading as directed in the development agreement.
    - e. Acquire all permits for construction, including right-of-way permits.
  - 7. The site shall remain in compliance with the city's tree preservation policy until all construction in the subdivision is complete.
  - 8. Impervious surface coverage may not exceed 33 percent on any of the lots.
  - 9. The final plat shall expire in 180 days if the Applicant has not recorded the final plat at Hennepin County. The Applicant may request an extension to the approval subject to the requirements of Section 1202.03 Subd. 2. f. (3).

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD** this 28<sup>th</sup> Day of June, 2021.

\_\_\_\_\_  
**Jennifer Labadie, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Sandie Thone, City Clerk**

**RESOLUTION 21-150**

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

**A RESOLUTION APPROVING AN EXTENSION TO THE  
FINAL PLAT APPROVAL FOR EXCELSIOR WOODS  
FOR PROPERTY AT 20325 EXCELSIOR BOULEVARD**

**WHEREAS**, the City of Shorewood approved a request on June 28, 2021 from Red Granite Construction, LLC. (the "Applicant") for final plat for the property legally described as:

Lot 37, Auditor's Subdivision No. 141, Hennepin County, Minnesota;

**WHEREAS**, Resolution 21-073 included a condition that the approvals would expire in 180 days unless the final plat and other required materials are recorded or an extension has been approved; and

**WHEREAS**, the 180-day period expires on December 25, 2021, unless an extension is requested and approved subject to Chapter 1202.03 Subd. 3 c; and

**WHEREAS**, the Applicant has outstanding conditions of approval that they have yet to satisfy.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Shorewood that the deadline to submit the final plat to be called "Excelsior Woods", is hereby extended and the Agreement amendments are hereby approved, subject to the following conditions:

1. The final plat approved by the City of Shorewood Resolution 21-073 on June 28, 2021 be recorded with the country recorder or registrar of titles by June 23, 2022.
2. All conditions listed in Resolution 21-073 shall be adhered to.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD** this 13th day of December, 2021.

\_\_\_\_\_  
**Jennifer Labadie, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Sandie Thone, City Clerk**





## City of Shorewood Council Meeting Item

#4A

MEETING TYPE  
Regular Meeting

**Title / Subject:** Interior Drainage and Utility Easement – Request for Vacation

**Meeting Date:** December 13, 2021

**Prepared by:** Marie Darling, Planning Director

**Applicant:** Hope and Matt Chu

**Location:** 24640 Bentgrass Way

**Attachments:** Applicants Narrative  
Exhibits indicating easement to the vacated and new dedication

**Background:** City inspectors discovered that the property owners/contractors had begun work on a patio without the required zoning permit and that the patio extended into a drainage and utility easement. The easement protected a swale that carried storm water across several properties. The area was leveled to construct the patio.

The easement was originally acquired with the Minnetonka Country Club subdivision and extended across this lot, as shown on the attached exhibit.

The applicants propose to vacate the existing easement and dedicate a new, modified 20-foot easement centered over the top of the swale. The applicant has designed the new easement so that the vacation does not affect any other property.



**Financial or Budget Considerations:** The application fees cover the cost of processing and recording the vacation/easement.

**Public Notice:** The notice for the request and public hearing were published twice in the official newspaper, as required by statute.

**Action Requested:** Staff recommends that City Council hear and consider any property owner objections to the proposed assessments. No action is required immediately after the public hearing. Agenda item 7B is consideration of a resolution vacating the easement and dedicating a new easement.

**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.*

*Hope and Matt Chu  
24640 Bentgrass Way  
Shorewood, MN 55331*

*City of Shorewood  
5755 Country Club Road  
Shorewood, MN 55331*

To Whom It May Concern,


We would like to request the vacation of the existing easement on our property at 24640 Bentgrass Way. With the vacation of the existing easement, we would like to propose a new easement further north on our property. With the new easement, we are proposing the relocation of the swale, which would run approximately in the center of the new easement. The E.O.F. of 970.5 will remain the same but be placed further west. Both the easement and swale will meet the adjacent property lines at the same location as the existing condition to maintain the continuity of the existing drainage plan for the surrounding area.

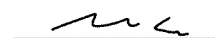
Please see the attached plans that include the elevations and dimensions of the existing and proposed easement and swale that are described above. These plans have been surveyed, measured, drawn and approved by Carlson McCain. These plans have also been shared with the City of Shorewood Engineer, Andrew Budde and Planning Director, Marie Darling.

We are requesting the easement be moved to allow space for a new paver patio in our backyard. This patio will be a space for us to spend time with our kids, extended family, friends and new neighbors here in Shorewood. Thank you for your consideration on this matter. We appreciate your time and await your approval for the vacation of the existing easement.

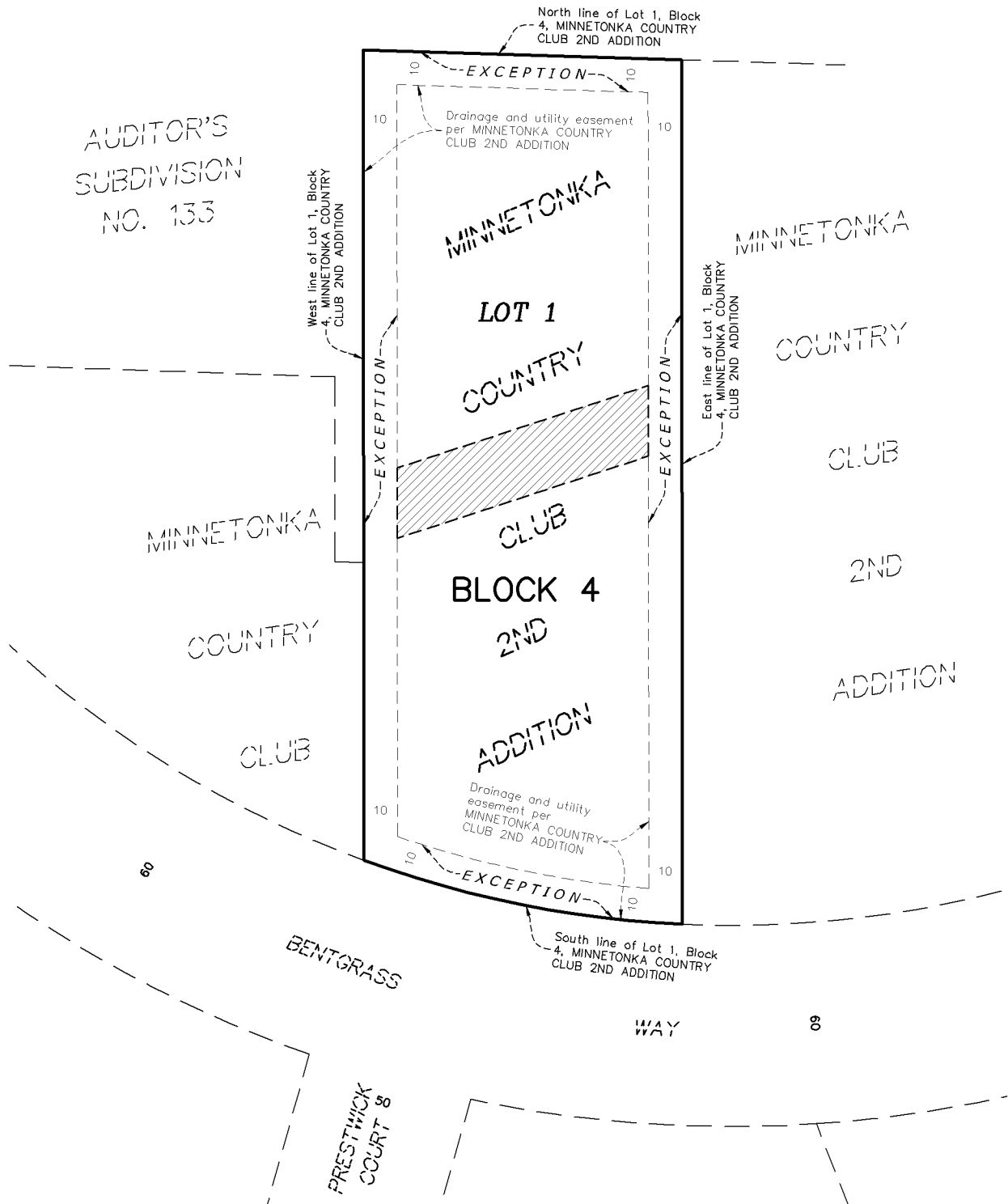
Sincerely,

Hope and Matt Chu

  
-----  
Hope Chu (Oct 21, 2021 12:58 CDT)

  
-----  
Matt Chu (Oct 11, 2021 11:14 CDT)

# Drainage and Utility Easement Vacation Description Sketch



## DRAINAGE AND UTILITY EASEMENT VACATION DESCRIPTION:

All of the drainage and utility easements lying over, under, and across Lot 1, Block 4, as created and dedicated in the plat of MINNETONKA COUNTRY CLUB 2ND ADDITION, according to the recorded plat thereof, Hennepin County, Minnesota, EXCEPT the North 10.00 feet, the East 10.00 feet, the South 10.00 feet, and the West 10.00 feet of said Lot 1.

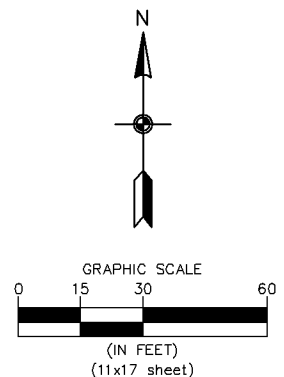


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ENVIRONMENTAL

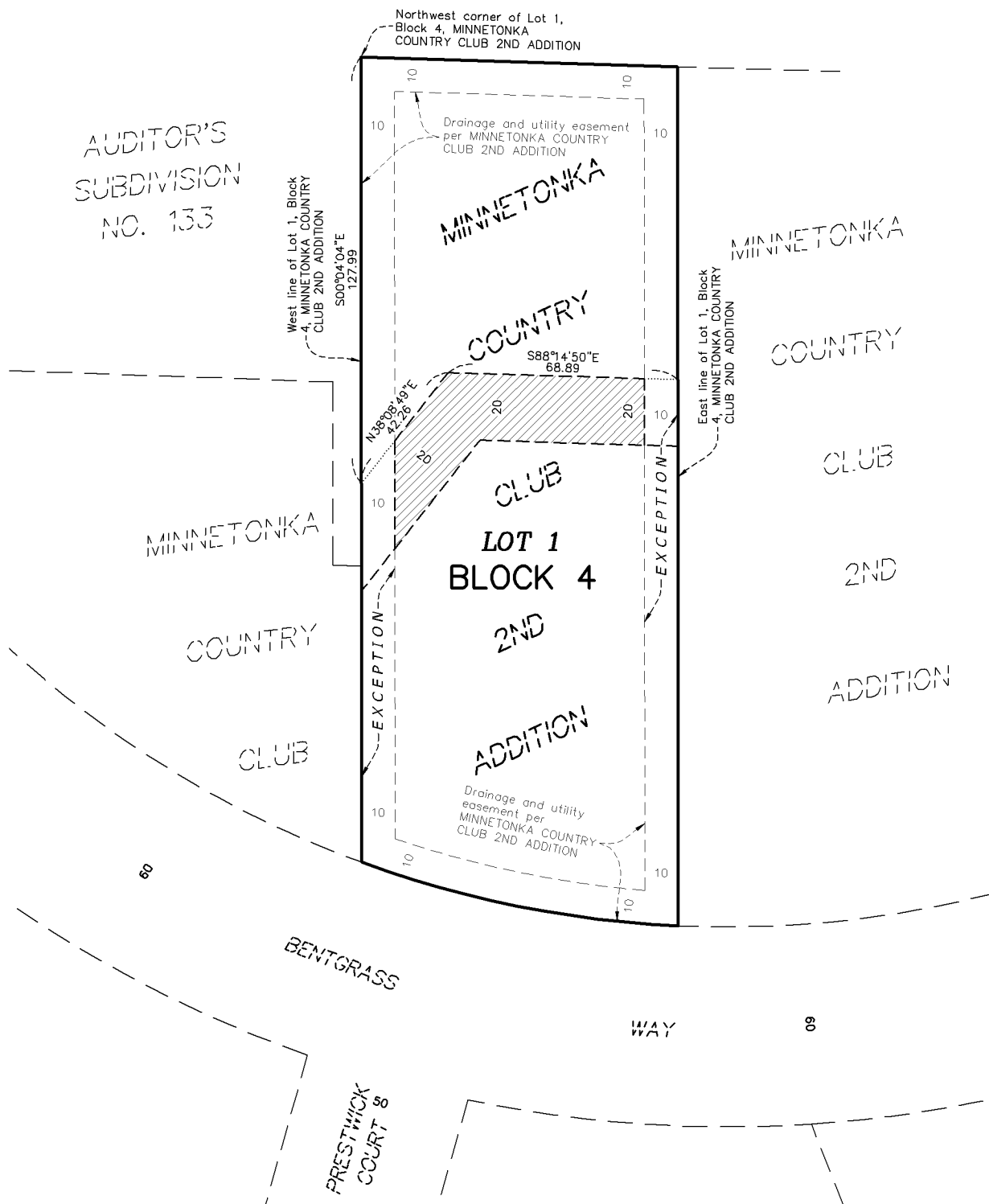
3890 PHEASANT RIDGE DRIVE NE, SUITE 100, BLAINE, MN 55449  
TEL 763.489.7900 \ FAX 763.489.7959 \ CARLSONMCCAIN.COM  
1717 9671-du vacation esmt



Denotes Easement Vacation Area



# Drainage and Utility Easement Description Sketch



## DRAINAGE AND UTILITY EASEMENT DESCRIPTION:

An easement lying over, under, and across that part of Lot 1, Block 4, MINNETONKA COUNTRY CLUB, according to the recorded plat thereof, Hennepin County, Minnesota, lying parallel with and distant 20.00 feet to the right of the following described line:

Commencing at the Northwest corner of said Lot 1; thence South 00 degrees 04 minutes 04 seconds East, assumed bearing, along the West line of said Lot 1, a distance of 127.99 feet to the point of beginning of said line to be described; thence North 38 degrees 08 minutes 49 seconds East, 42.26 feet; thence South 88 degrees 14 minutes 50 seconds East, 68.89 feet to the East line of said Lot 1 and said line there terminating.

EXCEPT those parts embraced within the West 10.00 feet and the East 10.00 feet of said Lot 1.

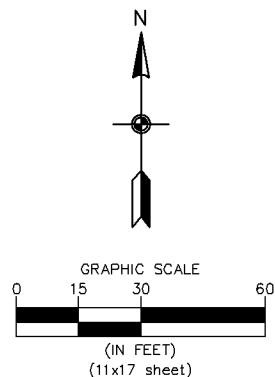


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1717 9671-du esmt



Denotes Easement Area





## City of Shorewood Council Meeting Item

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**Title/Subject:** Employee Service Awards  
**Meeting Date:** Monday, December 13, 2021  
**Prepared by:** Sandie Thone, City Clerk/HR Director  
**Reviewed by:** Greg Lerud, 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:

- Greg Lerud, City Administrator - 5 years of service
- Julie Moore, Communications/Recycling Coordinator - 20 years of service
- Bruce Stark, Light Equipment Operator – 20 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 Greg Lerud, Julie Moore, and Bruce Stark 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.





## City of Shorewood Council Meeting Item

#7A

MEETING TYPE  
Regular Meeting

**Title / Subject:** Variance for Front Yard Setback and for a 2<sup>nd</sup> Driveway

**Location:** 4990 Shady Island Point  
**Applicant:** Eric Zehnder

**Meeting Date:** December 13, 2021  
**Prepared by:** Marie Darling, Planning Director

**Review Deadline:** January 26, 2022

**Attachments:** Applicant's Revised Narrative  
Minutes from the November 16, 2021 Meeting  
Planning Memorandum from the November 16, 2021 Meeting  
Resolution

---

**Background:** See attached planning memorandum for detailed background on this request. At the November 16, 2021 meeting, the Planning Commission voted three in favor and one opposed to recommend approval of the applicant's request for two variances: 1) to construct a home 25 feet from the front property line where 35 feet is required and 2) to have a 2<sup>nd</sup> driveway where only one is permitted by the zoning regulations.

Staff initially recommended denial of the setback variance. The day of the meeting, the property owner had submitted more information to support their request for a variance which included information on the high-water table, the desire to save a particular catalpa tree, and the fact that they were increasing the distance the home would be constructed from the front property line over the existing home. Planning Commission's discussion was generally supportive of the variance for those reasons.

Commissioner Reidel voted against the motion because the proposed home is new construction, and the applicant could meet the requirements.

**Summary of Public Notice and Testimony:** Notice of the application was mailed to all property owners within 500 feet of the property at least 10 days prior to the Planning Commission public meeting on November 16, 2021. Three letters were received and are attached to this report, all stating support for the request. The applicant and the property owner were present at the meeting and the applicant spoke in favor of the application.

**Financial or Budget Considerations:** The application fees are adequate to cover the cost of processing the request.

**Recommendation / Action Requested:** Staff and the Planning Commission recommend approval of the variance request.

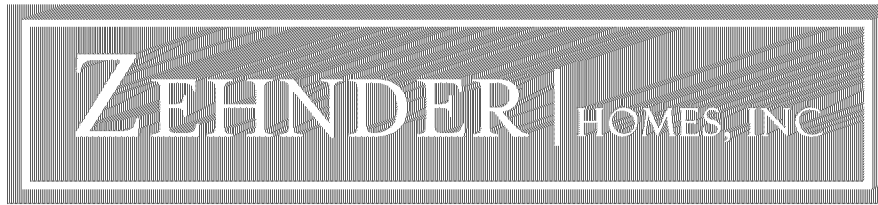
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**Mission Statement:** *The City of Shorewood is committed to providing residents quality public services, a healthy environment, a variety of attractive amenities, a sustainable tax base, and sound financial management through effective, efficient,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

**Proposed motion:** Move to adopt the attached resolution approving a variance for Zehnder Homes for property located at 4990 Shady Island Point based on the findings and conditions in the attached resolution.

Any action on this request would require a simple majority.

**Next Steps and Timelines:** If the item is approved, the applicant could submit a building permit application.



10300 10<sup>TH</sup> AVE N • PLYMOUTH, MN 55441 • 763-204-8114 • LICENSE #: BC582356

December 3, 2021

RE: 4990 Shady Island Point – Variance Request

**Description of Request:**

We are asking for a 10' front yard setback variance and a variance for an additional curb cut.

We are requesting the 10' front yard setback for multiple reasons:

1. There is a mature Catalpa tree in the backyard that would be lost if we move the home further back. It is the homeowner's favorite tree on the site and they would really like to keep it.
2. Based on soils tests, we are currently only 5.87 feet above the groundwater level. We are concerned that as we move further back, and closer to the lake, the groundwater may be higher. It would also be likely that the proposed basement floor would get lower due to grades, so we would then be even closer to groundwater.
3. We are also concerned that as we go closer to the lake, we may encounter difficult soil conditions that would result in non-traditional foundation systems being needed.

Couple other important points:

1. The existing home is only 5.5' from the front property line, so we will be greatly improving the current situation.
2. Due to the angle of the home, approximately 50% of the home would comply with the 35' FYSB.
3. We would be moving further from the lake, which is opposite of what is generally requested.

The 2<sup>nd</sup> curb cut is requested due to the limited access on Shady Island Point. It will be safer for the homeowners and the surrounding neighbors and would allow for parking space on the lot as street parking is not an option on Shady Island Point.

**Answers to Variance Application Questions:**

1. The end use is a single-family residence, which is consistent with the comprehensive plan and aligns with the intended zoning regulations.
2. Practical difficulties:
  - a. The variances requested are reasonable to keep with the spirit of the zoning. It also actually improves the existing front yard setback, as the existing home is only 5.5' from the property line. Also, due to the home being at an angle, only about 50% of the home will be outside the 35' FYSB.
  - b. The lot does create some unique circumstances. I think any lake lot does and this is not different, and this lot being on Shady Island makes it even more unique and presents challenges not typical to other lots.
  - c. If approved, the request would not negatively alter the character of the property. I feel it would improve the character. Again, the existing home is only 5.5' from the property line. Our 10' variance would result in the new home being 25' from the property line.
3. This variance request is not based on any economic considerations. It does not affect the cost of the build at all.
4. This variance request will not impair any neighbors light, won't increase traffic and doesn't pose any additional risk of fire or public safety. Neighbors are relatively far away, the occupancy of the home will remain the same, so no additional traffic, and one could argue that newer homes provide a lower risk of fire due to new wiring and new technologies.



5. This variance request and the resulting construction project is not detrimental to public welfare. I would argue that if anything, it benefits public welfare by producing jobs and also raising the taxes paid by this landowner. The current home is closer to the street than the end result of our variance request, so no, this project does not injure any other lands or improvements, it makes them better. The variance would also allow a beautiful tree to be saved and that is a definite benefit to the neighborhood.
6. I think the variance request is the minimum necessary to alleviate the practical difficulties. We aren't asking for as close as the existing home, just slightly closer for the reasons stated in the request description.

**B. Variances for Second Driveway and to Front Yard Setback**

**Applicant: Zehnder Homes, Inc.**

**Location: 4990 Shady Island Point**

Planning Director Darling gave an overview of the request for a variance to allow a new home to be built at 25 feet from the front property line rather than 35 feet and a variance to allow a second driveway where the regulations allow one. She stated that this property is unique in that it has a very narrow roadway that serves as the public street. She stated that the road is about 10 feet wide which is grounds for supporting the second driveway connection. She noted that the homeowner had submitted a letter earlier today that stated that moving the home back would require removal of a large, mature, catalpa tree that they would prefer to save and changing the location would place the home in an area with suspect soils. Staff followed up with the applicant who attested that the ground water is high on the property and is about 5 feet below the surface where they are proposing the new home. She noted that the City's requirement is that the home has to be a minimum of 4 feet above ground water. Staff found that some of the criteria were met to allow the variance for front yard setback and all criteria were met to allow the second driveway. Staff received two letters of support for the requests from nearby neighbors to the property.

Commissioner Eggenberger stated that the proposal is for the home to be further back than the existing home.

Planning Director Darling explained that the proposal is for the home to be substantially further back than the existing home.

Commissioner Eggenberger confirmed that information plays no part in this issue because they would still need a variance.

Planning Director Darling stated that if they had plans to keep the existing footprint of the home then they would not need a variance. She explained that when you tear down an old home and build a new home, it is very hard to keep to the existing footprint.

Chair Maddy stated that he thinks the Commission can recognize that their proposal would lessen the non-conformity.

Eric Zehnder, Zehnder Homes, 10300 10<sup>th</sup> Avenue N, Plymouth, explained that when he first wrote the variance application, he focused more on the fact that they are making the current situation better which he felt was a strong and compelling argument. He noted that he had lost sight of the fact that they want to save the large catalpa tree. He stated that as they move closer to the lake there is also a concern that it would be even closer to the ground water and noted that they are unsure about those soils because they tested where they would like to put the home, but did not test back further than that. He stated that only about half of the proposed new home would be past the setback and noted that it will be at 25 feet where the existing home is only setback 5 feet and feels that their proposal is making the situation much better. He stated that many times people try to get closer to the lake, but they are trying to get further away from the lake which he feels is unique. He stated that another thing to consider is that if the home is pushed back, they will need to add hard cover to the driveway area. He stated that the property owners have spoken to four neighbors who are in support, two of which have submitted letters to the City.

Commissioner Riedel asked where the catalpa tree was located.

Mr. Zehnder pointed the tree out on a map and noted that the property owner had already spent money to fortify the roots so it can be saved and their plans will be to fence it off to keep construction activity away from it. He stated that if the home is pushed back that tree along with a few others would definitely be lost.

Chair Maddy opened this item up for public input at 7:40 p.m., however there was no one present to give input.

Commissioner Gault stated that he understands the regulations, but the fact that the new proposal reduces the infringement by 20 feet he feels is a point he sees in favor of granting the variance.

Commissioner Eggenberger stated that he agreed that reducing the non-conformity is a favorable factor for him to vote in support of it.

Commissioner Riedel stated that he disagreed. He stated that this is not an easy case and does not think the legal non-conforming or the grandfathering concept applies here if you are removing a house because then it becomes like a new construction project. He stated that there is plenty of room on this lot for a fully conforming residence. He stated that the only reason he is hesitating is because of the potential ground water issue which could sway him. He stated that he would like more information on the ground water issue.

Commissioner Gault stated that he is curious about the other homes on this road and where they fit into the lots.

Planning Director Darling stated that she did look to see if the homes were generally meeting the setback from the public street and found the other homes in the area do, with one garage located fairly close to the street.

Commissioner Gault asked if those homes were built under the new regulations and were newer homes.

Planning Director Darling stated that she did not check the construction dates of those homes. She explained that the rules changed in the mid-1980s to the setback from the water level of the lake. She stated that now the setback is based on an elevation point for the lake so it stays consistent.

Chair Maddy stated that he has been on the Planning Commission for 9 years and has never seen anyone try to get farther from the lake. He stated that this is definitely a unique situation in the City.

Commissioner Gault asked about the rationale of the home being at an angle and noted that if the home was rotated and moved back slightly, it would probably meet the requirements.

Mr. Zehnder stated that he thinks there would still be the issue of getting closer to the lake, the catalpa tree would be in danger, and the view was why they were proposing that particular angle. He stated that it is his fault that they did not focus on the ground water issue and the catalpa tree as part of their variance application. He stated that he simply focused on the fact that they would be getting the front yard setback so much better than it currently is and further from the lake. He stated that he does not want his lack of diligence in that manner to harm the homeowners chance for the variance. He stated that it was not just a fabricated reason because of Planning Director Darling's recommendation because the ground water issue and the catalpa tree are legitimate concerns.

Commissioner Gault stated that he likes the fact that they are increasing the setback by 20 feet, but feels that Commissioner Riedel has raised a valid point about them taking down the home and being considered as new construction.

Commissioner Riedel noted that he still may be inclined to vote against this request, but feels an argument could be made for it being such a unique road that has many structures that are quite close to the small road and the neighborhood does not have consistent setbacks.

Commissioner Gault asked about the existing shed that is located in the right-of-way.

Planning Director Darling explained that that shed has been there since before the shoreland ordinance prohibited sheds by the lake and the City is not asking them to remove the existing shed.

**Eggenberger moved, Gault seconded, recommending approval of the variance requests for front setback and a second driveway, subject to the conditions included in the staff report.**

Commissioner Gault noted that the address of the property was not mentioned in the motion.

**Motion amended by Eggenberger, second amended by Gault, to recommend approval of the variance requests for front setback and a second driveway, for property located at 4990 Shady Island Point, subject to the conditions listed in the staff report. Motion passed 3/1 (Riedel opposed).**



CITY OF  
**SHOREWOOD**

5755 COUNTRY CLUB ROAD, SHOREWOOD, MINNESOTA 55331-8927 • 952.960.7900  
[www.ci.shorewood.mn.us](http://www.ci.shorewood.mn.us) • [cityhall@ci.shorewood.mn.us](mailto:cityhall@ci.shorewood.mn.us)

## MEMORANDUM

**TO:** Planning Commission, Mayor and City Council

**FROM:** Marie Darling, Planning Director

**MEETING DATE:** November 16, 2021

**REQUEST:** Variance to front setback and for a second driveway

**APPLICANT:** Zehnder Homes

**LOCATION:** 4990 Shady Island Point

**REVIEW DEADLINE:** January 26, 2021

**LAND USE CLASSIFICATION:** Low Density Residential (1-2 units/acre)

**ZONING:** R-1C/S

**FILE NUMBER:** 21.29

### REQUEST:

The applicant requests two variances in order to build a new home.

- A 10-foot variance to allow the new home to be 25 feet instead of 35 feet from the front property line
- A variance to allow a second driveway where the regulations allows one

Under the plan, the existing home garage and patio by the shore would be removed. The existing shed by the shore is proposed to stay.



Notice of this application and the public meeting was mailed to all property owners within 500 feet of the property at least 10 days prior to the meeting.

### BACKGROUND

Context: The lot was created around 1908 as part of Shady Island Lake Minnetonka Addition, with additional subdivision and consolidation as some time in the future. The home was constructed in 1960.



The property is within a floodplain and the shoreland district. The OHWL for Lake Minnetonka is currently at 929.4 and the floodplain elevation is 931.1. The property contains mature trees and is subject to the tree preservation policy.

The adjacent properties are all developed with single-family homes and zoned R-1C\S.

Applicable Code Sections:

Section 1201.12 subd. 5. d. of the zoning regulations lists the minimum setbacks for buildings in the R-1C zoning district. (Front 35 feet, Side 10 feet [a combined 30 feet required by the shoreland district], and Rear 40 feet)

Section 1201.03 Subd. 5. d. (j) of the zoning regulations states that each property shall be allowed one curb cut or driveway access for each 120 feet of street frontage. All properties shall be entitled to at least one curb cut or driveway.

Impervious Surface Coverage

	<b>Required</b>	<b>Existing</b>	<b>Proposed</b>
<b>Impervious Surface Coverage</b>	25 % (max.)	17.8. %	18.95 %

**ANALYSIS**

The applicant's narrative is attached and indicates that the property owners propose the setback variance to maximize the usable rear yard area in the backyard. They propose two driveways to provide more access to Shady Island Point.

Variance Criteria:

Section 1201.05 subd.3.a. of the zoning regulations sets forth criteria for the consideration of variance requests. These criteria are open to interpretation. Staff reviewed the request according to these criteria as follows:

1. *Intent of comprehensive plan and zoning ordinance:* The applicants propose to use the property for residential purposes, which is consistent with the Comprehensive Plan and the intent of the Zoning ordinance.
2. *Practical difficulties:* Practical difficulties include three factors, all three of which must be met. Staff finds that the applicants discussion of practical difficulties for the property are somewhat mixed.
  - a. *Reasonable:* The applicant has proposed reasonable residential uses on the property.
  - b. *Unique Situation vs. Self-Created:* The setback variance is entirely self-created. The lot is 50 percent larger than the minimum in the zoning district. The property is limited by floodplain,

but the area of floodplain is in the 1/3 of the lot closest to the lake leaving an adequate area for the applicants to shift the home toward the lake and meet the 35-foot setback.

The second driveway connection to Shady Island Road has a unique situation in that the roadway is about 10 feet wide with a 15-foot right-of-way. The road is not wide enough to accommodate any parking. The additional driveway connection and curved segment would allow for flexibility for some additional off-street parking for the homeowners and their guests. The applicant has an adequate amount of impervious surface remaining to accommodate the additional hard surfaces.



Approximate Location of Floodplain

- c. *Essential Character*: The homes along Shady Island Point all meet the required setback, although one garage is located closer to the street than would be permitted under the current ordinance. The area is frequented by few vehicles, and it is unlikely that the second driveway or the setback variances would be noticeable or impact the essential character of the area.
3. *Economic Considerations*: The applicant has not proposed the variance solely based on economic considerations, but to expand their use of the property.
4. *Impact on Area*: The property owner is not proposing anything that would impair an adequate supply of light and air to an adjacent property, increase the risk of fire, or increase the impact on adjacent streets. The additional driveway and circular segment may decrease the impact of their home on the public street by providing a few more parking opportunities off the narrow Shady Island Point.
5. *Impact to Public Welfare, Other Lands or Improvements*: The variances would have a limited impact to the public welfare and other lands and improvements.
6. *Minimum to Alleviate Practical Difficulty*: Staff finds the variance request for the second driveway is the minimum necessary to alleviate the practical difficulties of the public access to this property. Staff finds that there are no practical difficulties for the reduced setback for the principal structure that are not self-created or different than other lake lots.

## FINDINGS/RECOMMENDATION

Staff finds the proposed variances meets some of the criteria above and recommends approval of the variance for the second driveway access but recommends denial of the variance for the home setback as the applicant hasn't shown a practical difficulty in meeting the setback. Staff acknowledging that the variance criteria are open to interpretation. Consequently, the Planning Commission could reasonably find otherwise.

Should the Planning Commission recommend approval of the variance, staff recommends that the applicant be required to acquire all necessary permits prior to construction of the home.



**ATTACHMENTS**

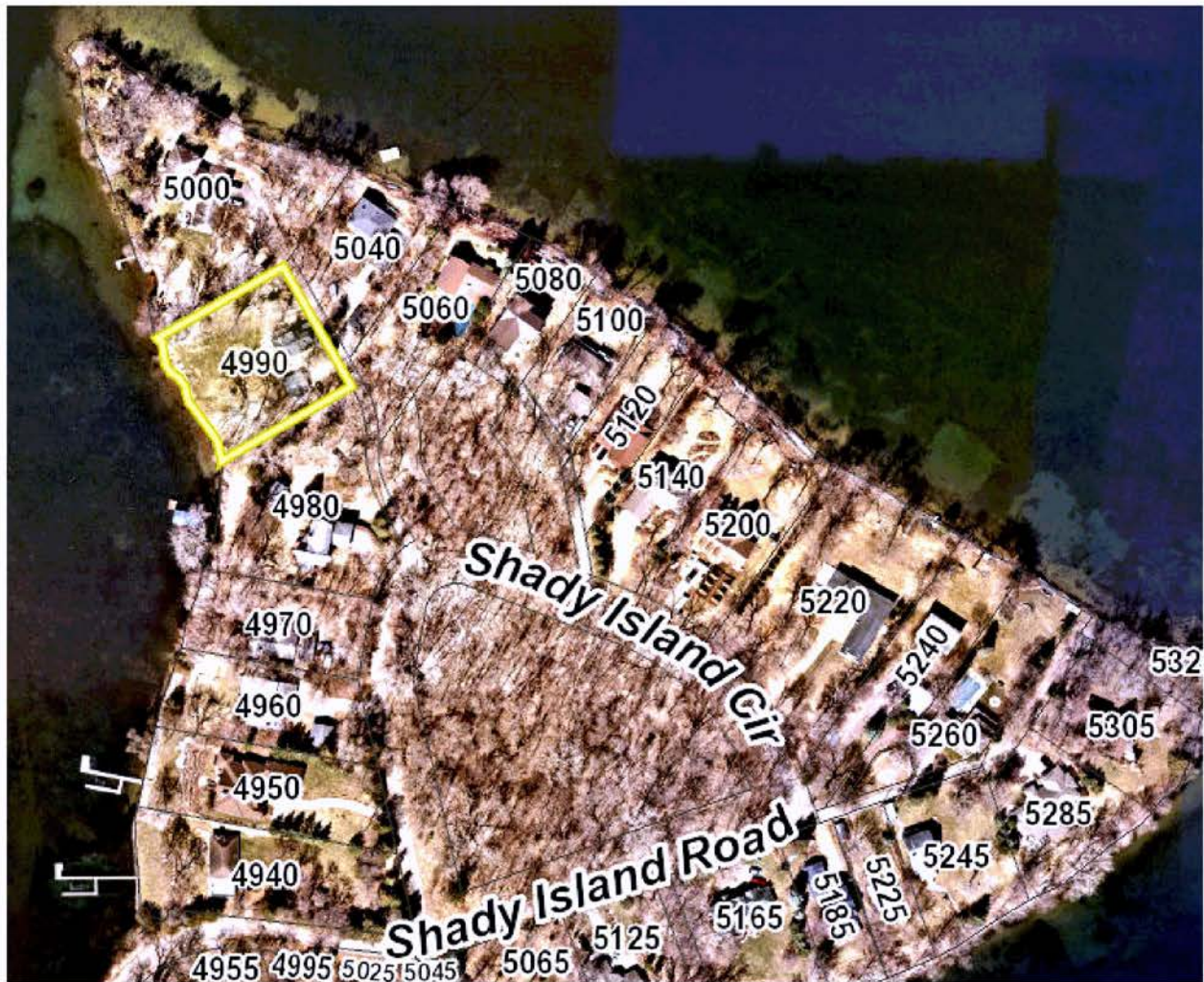
Location map

Applicants' narrative and plans

Correspondence received



# 4990 Shady Island Point Location Map





10300 10<sup>TH</sup> AVE N • PLYMOUTH, MN 55441 • 763-204-8114 • LICENSE #: BC582356

September 27, 2021

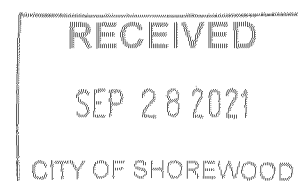
RE: 4990 Shady Island Point – Variance Request

**Description of Request:**

We are asking for a 10' front yard setback variance and a variance for an additional curb cut. The 10' front yard setback is needed to help with grading and to allow for more usable backyard space. We would be moving further from the lake, which is opposite of what is generally asked for as well. The 2<sup>nd</sup> curb cut is requested due to the limited access on Shady Island Point. It will be safer for the homeowners and the surrounding neighbors.

**Answers to Variance Application Questions:**

1. The end use is a single-family residence, which is consistent with the comprehensive plan and aligns with the intended zoning regulations.
2. Practical difficulties:
  - a. The variances requested are reasonable to keep with the spirit of the zoning. It also actually improves the existing front yard setback, as the existing home is only 5.5' from the property line. Also, due to the home being at an angle, only about 50% of the home will be outside the 35' FYSB.
  - b. The lot does create some unique circumstances. I think any lake lot does and this is not different. With the large lake setback and a 35' front yard setback, the building pad becomes a little small to accommodate a home and any backyard amenities.
  - c. If approved, the request would not negatively alter the character of the property. I feel it would improve the character. Again, the existing home is only 5.5' from the property line. Our 10' variance would result in the new home being 25' from the property line.
3. This variance request is not based on any economic considerations. It does not affect the cost of the build at all.
4. This variance request will not impair any neighbors light, won't increase traffic and doesn't pose any additional risk of fire or public safety. Neighbors are relatively far away, the occupancy of the home will remain the same, so no additional traffic, and one could argue that newer homes provide a lower risk of fire due to new wiring and new technologies.
5. This variance request and the resulting construction project is not detrimental to public welfare. I would argue that if anything, it benefits public welfare by producing jobs and also raising the taxes paid by this landowner. The current home is closer to the street than the end result of our variance request, so no, this project does not injure any other lands or improvements, it makes them better.
6. I think the variance request is the minimum necessary to alleviate the practical difficulties. We aren't asking for as close as the existing home, just slightly closer to accommodate grade and usefulness of backyard space.





<p align="center"><b>CERTIFICATE OF SURVEY</b></p> <p align="center">PREPARED FOR:</p> <p align="center"><b>ZEHNDER HOMES</b></p> <p align="center"><b>PATEL RESIDENCE</b></p>	<p align="right">FILE NO.</p> <p align="right">9999.5-136</p>
	<p align="center">1</p> <hr/> <p align="center">1</p>



**FOR BID PURPOSES ONLY**

**FLASHING NOTES**

- \* KICKOUT FLASHING TO BE INSTALLED AS NEEDED BY ROOFING CONTRACTOR
- \* EXTENDED WALL FLASHING TO VERIFY THAT KICKOUT FLASHING IS INSTALLED PRIOR TO FLASHING
- \* CARPENTER TO FLASH ALL EXTERIOR WINDOWS & DOORS PER AN IRC CODE REQUIREMENTS

**WINDOW NOTES**

- \* AMERON 100 SERIES WINDOWS
- \* CORE MAX. U VALUE = 0.33 MAX. SHGC = 0.33
- \* BUILDER TO PROVIDE WINDOW OPER. LIFT WITH 10" MIN. 2" O.D. ROLLER ROLLERS FOR EXTERIOR DOOR
- \* BUILDER TO VERIFY ALL WINDOW DOORS & OPERATING HRS. ITS
- \* WINDOW WEILLS WITH A VERTICAL DEPTH OF MORE THAN 44"
- \* NOT BE EQUIPPED WITH AN APPROVED LADDER

**EXT. FINISHING NOTES**

- \* HARDC. SMOOTH SHAKES
- \* ALUM. 8"X16" FASCIA UNLESS NOTED OTHERWISE
- \* ALUM. SOFFIT 1" VENTS
- \* HARDC. TRIM
- \* 30 YEAR ARCHITECTURAL SHAKES

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UNAUTHORIZED USE OF THE  
PLAN IS A VIOLATION OF THE  
U.S. COPYRIGHT ACT



415 W. Main St. Ste. 200  
 Portland, ME 04101  
 Tel: 603-761-1111  
 Fax: 603-761-1112  
 E-mail: [info@nelsonaikman.com](mailto:info@nelsonaikman.com)  
 Website: [www.nelsonaikman.com](http://www.nelsonaikman.com)

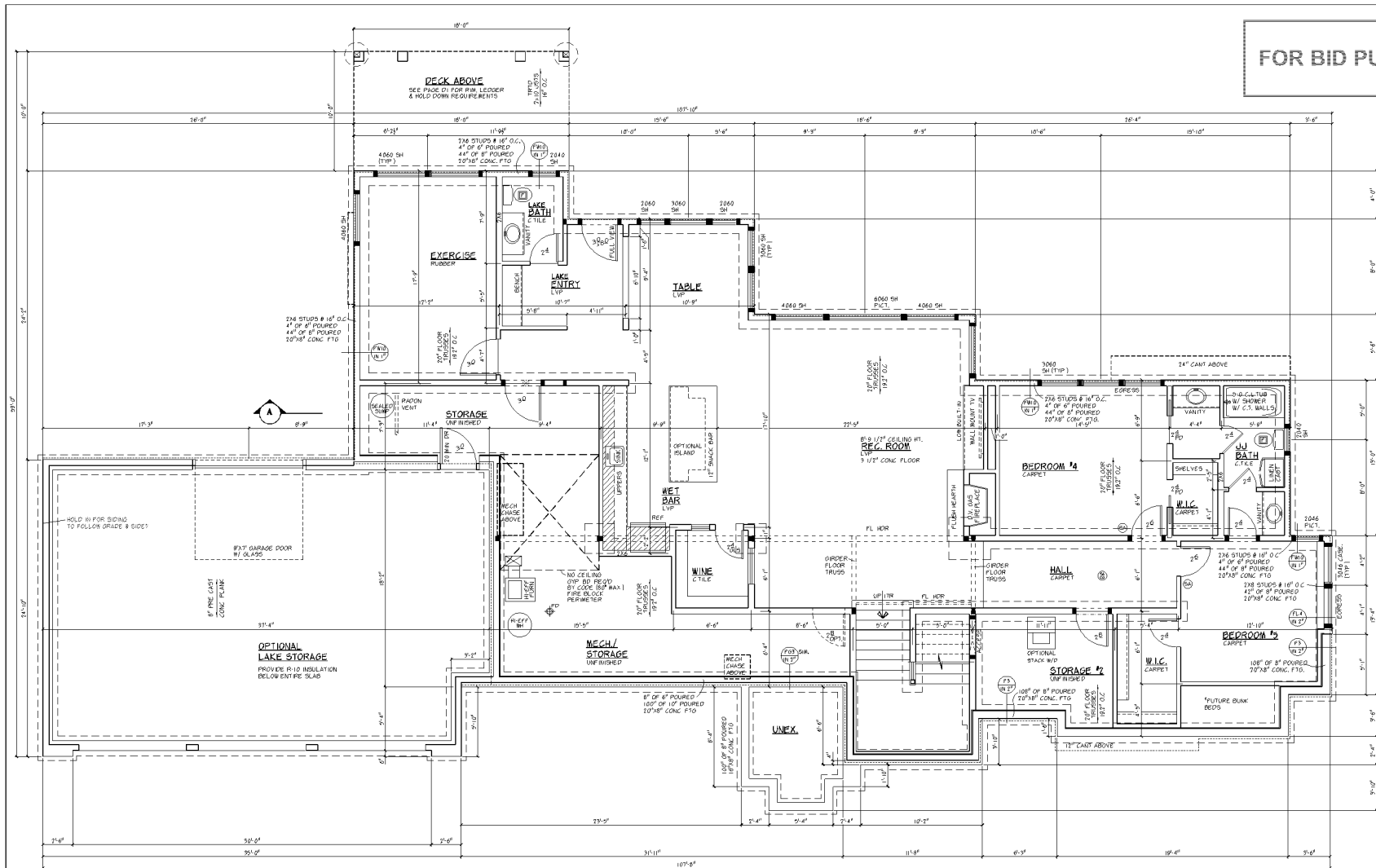
**PATEL RESIDENCE**  
4990 SHADY ISLAND POINT  
SHOREWOOD, MINNESOTA

DATE:  
7-27-21  
REVISIONS  
8-12-21 SW

DRAWN BY  
CD

COMM. NO.  
220309

SHEET NO  
1



FOR BID PURPOSES ONLY

- FOUNDATION PLAN**  
SCALE: 1/4" = 1'-0"
- EXTERIOR DIMENSIONS ARE FROM EXTERIOR OF FOUNDATION WALLS AT FULL SETBACK AREAS AND ARE NOTED AT FRAMED WALLS AT LOADING AND WALKOUT AREAS
- WINDOW & DOOR NOTES**
- WINDOW SIZES ARE AS NOTED
  - ALL WINDOWS SET AT 1" UNLESS NOTED OTHERWISE
  - PROVIDE TO PROVIDE WINDOW UNDER LIDS WITH FLAVOR
  - PROVIDE TO VERIFY ALL WINDOW DOOR & OPENING ARE NOT
  - WINDOW WALLS WITH A VERTICAL DEPTH OF MORE THAN 4" MUST BE EQUIPPED WITH AN APPROVED LIDDER
- GUARDRAIL NOTES**
- GUARDRAIL REQUIRED ON OPEN SIDE OF ANY STAIR MORE THAN 10' ABOVE FLOOR
  - ALL OPENINGS LESS THAN 4" AT ALL GUARDRAILS
- FLOOR SYSTEM NOTES**
- ALL FLOORS TO BE LVL
  - FLOOR TRUSS MANUFACTURER TO VERIFY FRAMING BELOW
  - GRANITE TYPED TUBS & TUBS ARE ABOVE
  - FLOOR TRUSS MANUFACTURER TO PROVIDE HEAT SUPPLY & RETURN CURBS IN TRUSSES
  - PROVIDE TO PROVIDE LIDS IN TRUSSES
- FOUNDATION WALL & FOUNDATION INSULATION NOTES**
- 8" OF 8" POURED FOUNDATION WALLS W/ SINGLE PLATE
  - BASEMENT FLOOR RAISED TO TOP OF WALKOUT STEP WALL
  - ASSUMED 10L BEARING CAPACITY 2 DO LBS
  - MAINTAIN 4" MIN. SPACE ABOVE FOOTING
  - BOTTOM OF DECK & PORCH FOOTINGS TO BE 4" BELOW GRADE
  - MAINTAIN 4" MIN. SPACE ABOVE FOOTING
  - MAINTAIN CONTRACTOR TO VERIFY ALL WALL AND FOOTING REQUIREMENTS WITH SITE CONDITIONS
  - MAINTAIN CONTRACTOR TO VERIFY ALL WALL AND FOOTING REQUIREMENTS AT ALL UNBALANCED DUCKER LOCATION
  - (1) SEE FOUNDATION WALL DETAIL ON PAGE 11
  - (2) INDICATES DISTANCE FOUNDATION IS HELD IN FROM FACE WALL
  - FOUNDATION WALLS HELD IN FROM BEATING ABOVE AS INDICATED BY FOUNDATION WALL DETAIL
  - SILL PLATE OVERLAPS FOUNDATION 1" IF MAXIMUM SEE FOUNDATION WALL DETAIL IN TRUSSES (2) (3) (4) (5) (6) (7) (8) (9) (10) (11) (12) (13) (14) (15) (16) (17) (18) (19) (20) (21) (22) (23) (24) (25) (26) (27) (28) (29) (30) (31) (32) (33) (34) (35) (36) (37) (38) (39) (40) (41) (42) (43) (44) (45) (46) (47) (48) (49) (50) (51) (52) (53) (54) (55) (56) (57) (58) (59) (60) (61) (62) (63) (64) (65) (66) (67) (68) (69) (70) (71) (72) (73) (74) (75) (76) (77) (78) (79) (80) (81) (82) (83) (84) (85) (86) (87) (88) (89) (90) (91) (92) (93) (94) (95) (96) (97) (98) (99) (100) (101) (102) (103) (104) (105) (106) (107) (108) (109) (110) (111) (112) (113) (114) (115) (116) (117) (118) (119) (120) (121) (122) (123) (124) (125) (126) (127) (128) (129) (130) (131) (132) (133) (134) (135) (136) (137) (138) (139) (140) (141) (142) (143) (144) (145) (146) (147) (148) (149) (150) (151) (152) (153) (154) (155) (156) (157) (158) (159) (160) (161) (162) (163) (164) (165) (166) (167) (168) (169) (170) (171) 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- SMOKE & CARBON MONOXIDE ALARMS**
- PROVIDE SMOKE ALARM IN EVERY BEDROOM & THE CORRIDOR
  - PROVIDE ACCESS TO THE BEDROOM ON EACH FLOOR INCLUDING THE BASEMENT & IN ANY ROOM THAT HAS A CEILING HE OUT
  - NOTE: THIS IS HIGHER THAN A CORRIDOR DIVING ACCESS TO THE BEDROOMS
  - PROVIDE CARBON MONOXIDE ALARM WITHIN 10' OF ALL BEDROOMS

DATE: 7-27-21  
REVISIONS: 8-12-21, 8-13-21, 8-14-21, 8-15-21, 8-16-21, 8-17-21, 8-18-21, 8-19-21, 8-20-21, 8-21-21, 8-22-21, 8-23-21, 8-24-21, 8-25-21, 8-26-21, 8-27-21, 8-28-21, 8-29-21, 8-30-21, 8-31-21, 9-1-21, 9-2-21, 9-3-21, 9-4-21, 9-5-21, 9-6-21, 9-7-21, 9-8-21, 9-9-21, 9-10-21, 9-11-21, 9-12-21, 9-13-21, 9-14-21, 9-15-21, 9-16-21, 9-17-21, 9-18-21, 9-19-21, 9-20-21, 9-21-21, 9-22-21, 9-23-21, 9-24-21, 9-25-21, 9-26-21, 9-27-21, 9-28-21, 9-29-21, 9-30-21, 9-31-21, 10-1-21, 10-2-21, 10-3-21, 10-4-21, 10-5-21, 10-6-21, 10-7-21, 10-8-21, 10-9-21, 10-10-21, 10-11-21, 10-12-21, 10-13-21, 10-14-21, 10-15-21, 10-16-21, 10-17-21, 10-18-21, 10-19-21, 10-20-21, 10-21-21, 10-22-21, 10-23-21, 10-24-21, 10-25-21, 10-26-21, 10-27-21, 10-28-21, 10-29-21, 10-30-21, 10-31-21, 11-1-21, 11-2-21, 11-3-21, 11-4-21, 11-5-21, 11-6-21, 11-7-21, 11-8-21, 11-9-21, 11-10-21, 11-11-21, 11-12-21, 11-13-21, 11-14-21, 11-15-21, 11-16-21, 11-17-21, 11-18-21, 11-19-21, 11-20-21, 11-21-21, 11-22-21, 11-23-21, 11-24-21, 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RAD  
VEN

SCALE 1/4"=1'-0"

WINDOW & DOOR NOTES

- ANDERSEN 100 SERIES WINDOWS
  - CODE MAX U VALUE : 0.32 MAX SHGC : 0.70

- GUARDRAIL NOTES**

- ALL COVERS LESS THAN 4' BY 4' GUARDRAILS

- ALL FLOORS TO BE L/480

- FLOOR TRUSS MANUFACTURER TO VERIFY FRAMING BELOW GRANITE TOPS, TUBS & TILE AREAS ABOVE

- $\frac{4}{16}$  PLATE HEIGHT UNLESS NOTED OTHERWISE

- 2X6 STUDS & POCKET DOOR WALLS UNLESS NOTED OTHERWISE
- DOUBLE STUDS AT ALL WINDOW & PATIO DOOR HEADERS UNLESS NOTED OTHERWISE

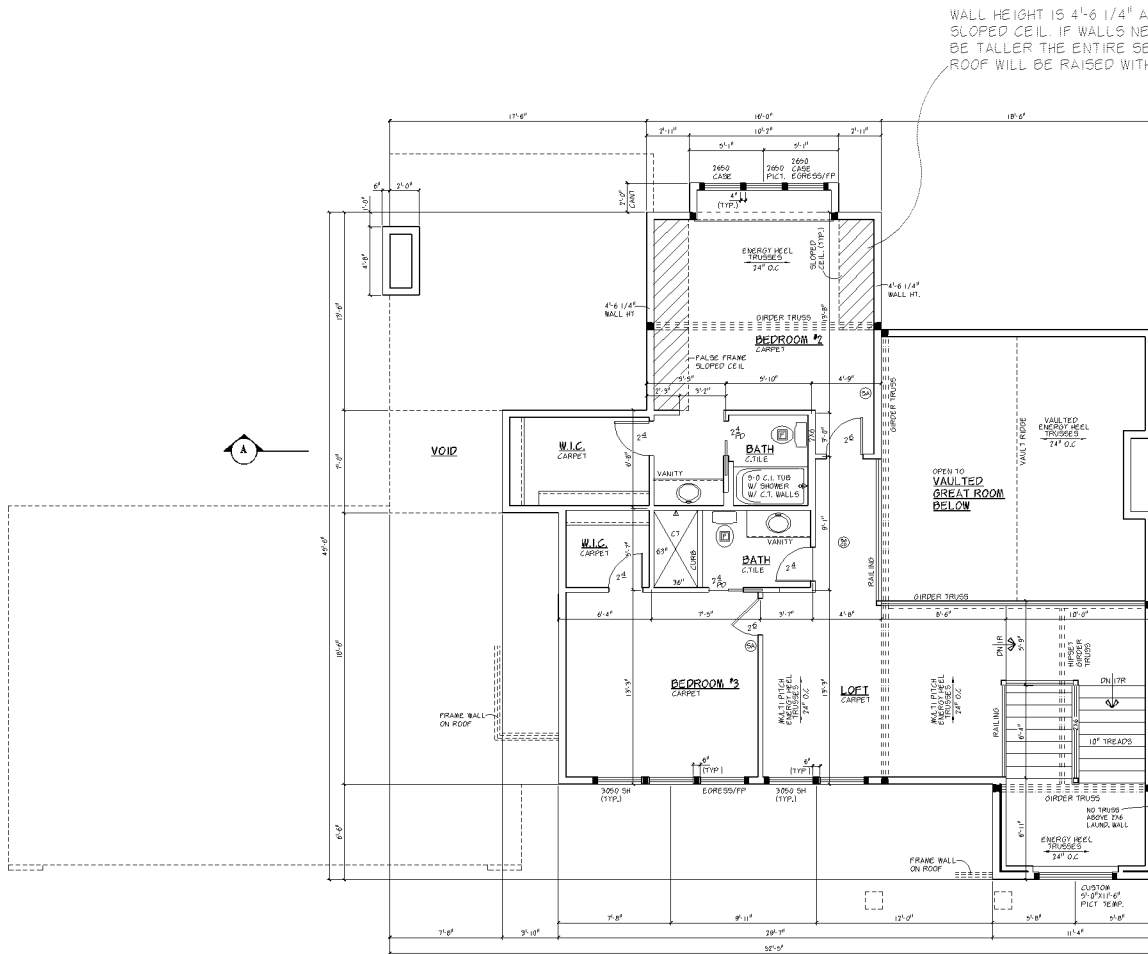
- PROVIDE SMOKE ALARM IN EVERY BEDROOM & THE CORRIDOR

PROVIDING ACCESS TO THE BEDROOM ON EACH FLOOR INCLUDING THE BASEMENT, & IN ANY ROOM THAT HAS A CEILING HEIGHT

**ZEHNDER** HOMES, INC.  
EST. 1985, S.W.

DATE:  
7-27-21  
REVISIONS  
8-12-21 SW  
  
  
  
  
  
  
DRAWN BY  
CD  
COMM. NO.  
220309  
SHEET NO  
3





## SECOND FLOOR PLAN

SCALE: 1/4"=1'-0"

EXTERIOR DIMENSIONS ARE SHEATHING TO SHEATHING

SECOND FLOOR FINISHED 1128.50 FT.

### WINDOW & DOOR NOTES

- ANGLE RADON VENT IN ATTIC
- CODE MAX U VALUE = 0.35 MAX SHGC = 0.35
- ALL WINDOWS SET 6" UP UNLESS NOTED OTHERWISE
- BUILDER TO PROVIDE WINDOW ORDER LIST WITH U FACTOR
- SHGC & SFC RATING FOR EACH WINDOW & EXTERIOR DOOR
- BUILDER TO VERIFY ALL WINDOW DOOR & OPENING HGT, HTS.
- 4" = PROVIDE FALL PROTECTION & OPERATING WINDOWS

### GUARDRAIL NOTES

- GUARDRAIL, REQUIRED ON OPEN SIDE OF ANY STAIR MORE THAN 30" ABOVE FLOOR
- ALL OPENINGS LESS THAN 4" AT ALL GUARDRAILS

### FRAMING NOTES

- 8" x 16" PLATE HEIGHT UNLESS NOTED OTHERWISE
- 2X6 STUDS @ POCKET DOOR WALLS UNLESS NOTED OTHERWISE
- DOUBLE STUDS AT ALL WINDOW & PATIO DOOR HEADS UNLESS NOTED OTHERWISE
- PROVIDE LVL/SLR SOLID BLOCKING AT ALL PORT LOADS, SUPPORT BEAMS, MICROPILES AND GIRDER TRUSSES TO FOUNDATION
- PROVIDE FIREBLOCKING VERTICALLY @ CELL BAYS & FLOORS & HORIZONTALITY @ INTERVALS NOT EXCEEDING 10'-0"
- CONCEALED SPACES @ SOFFITS, DROPPED CEILINGS, BETWEEN STAIR STAIRWAYS & BETWEEN STORIES
- PROVIDE DRAFT STOPPING BETWEEN STORIES DIVIDED INTO APPROXIMATELY EQUAL SPACES NOT EXCEEDING 10'0" HGT.
- ALL GREAT FOAM INSULATION MUST BE COVERED BY MIN. 1" GYP. BO AT HABITABLE AREAS

### SMOKE AND CARBON MONOXIDE ALARMS

- PROVIDE SMOKE ALARM IN EACH BEDROOM & THE CORRIDOR GIVING ACCESS TO THE BEDROOM ON EACH FLOOR INCLUDING THE BASEMENT & IN ANY ROOM THAT HAS A CEILING HEIGHT MORE THAN 24" HIGHER THAN A CORRIDOR GIVING ACCESS TO THE BEDROOMS.
- PROVIDE CARBON MONOXIDE ALARM WITHIN 10'-0" OF ALL BEDROOMS

PATEL RESIDENCE  
10000 N. 10TH AVE.  
MINNEAPOLIS, MN 55412

DATE:  
7-27-21  
REVISIONS:  
8-12-21, SDW

DRAWN BY:  
CJ

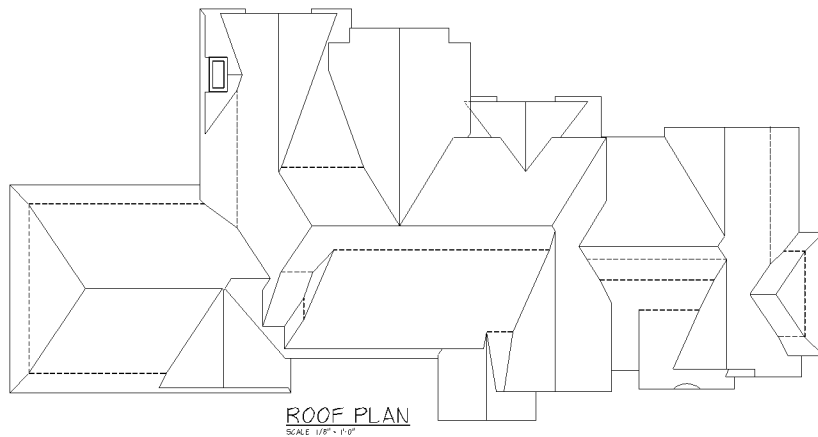
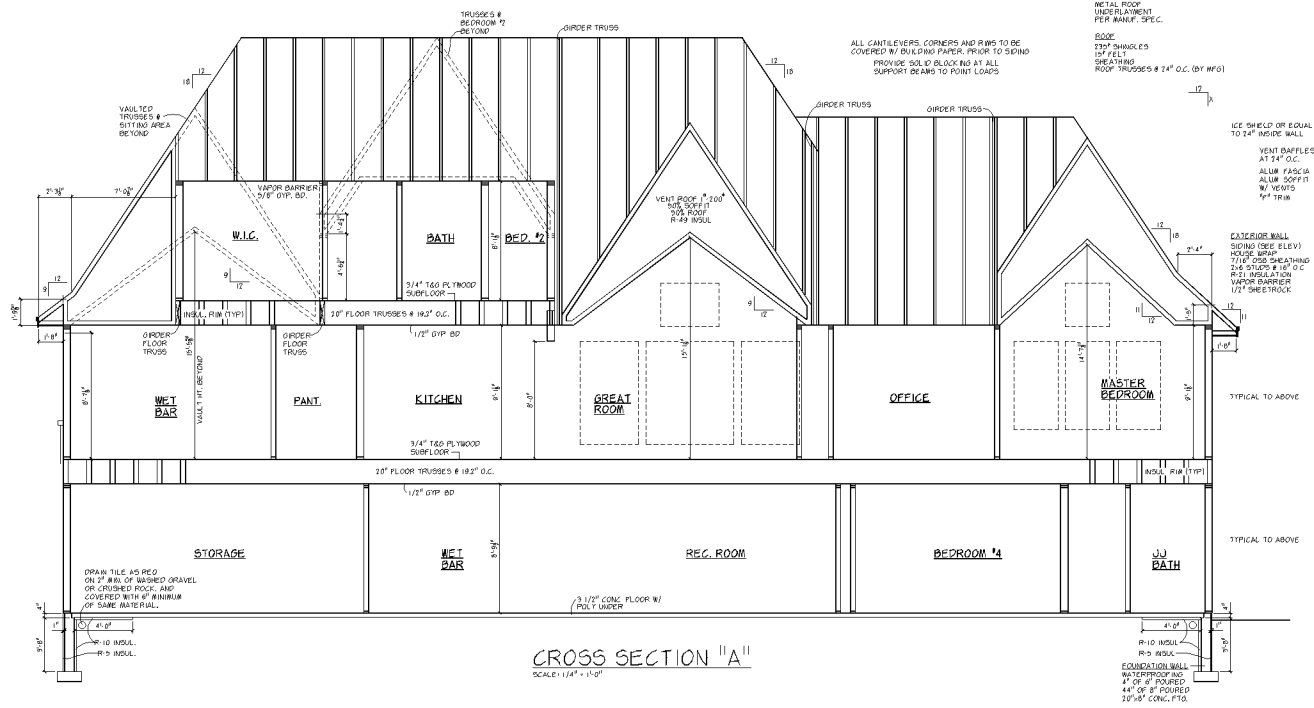
COMM. NO:  
220305  
SHEET NO:  
4

D.P.P. PLANNING & DESIGN  
1000 BALTIMORE ST. NE, SUITE 100, BLAINE, MN 55419  
763.478.8888  
WWW.DPPPLANND.COM

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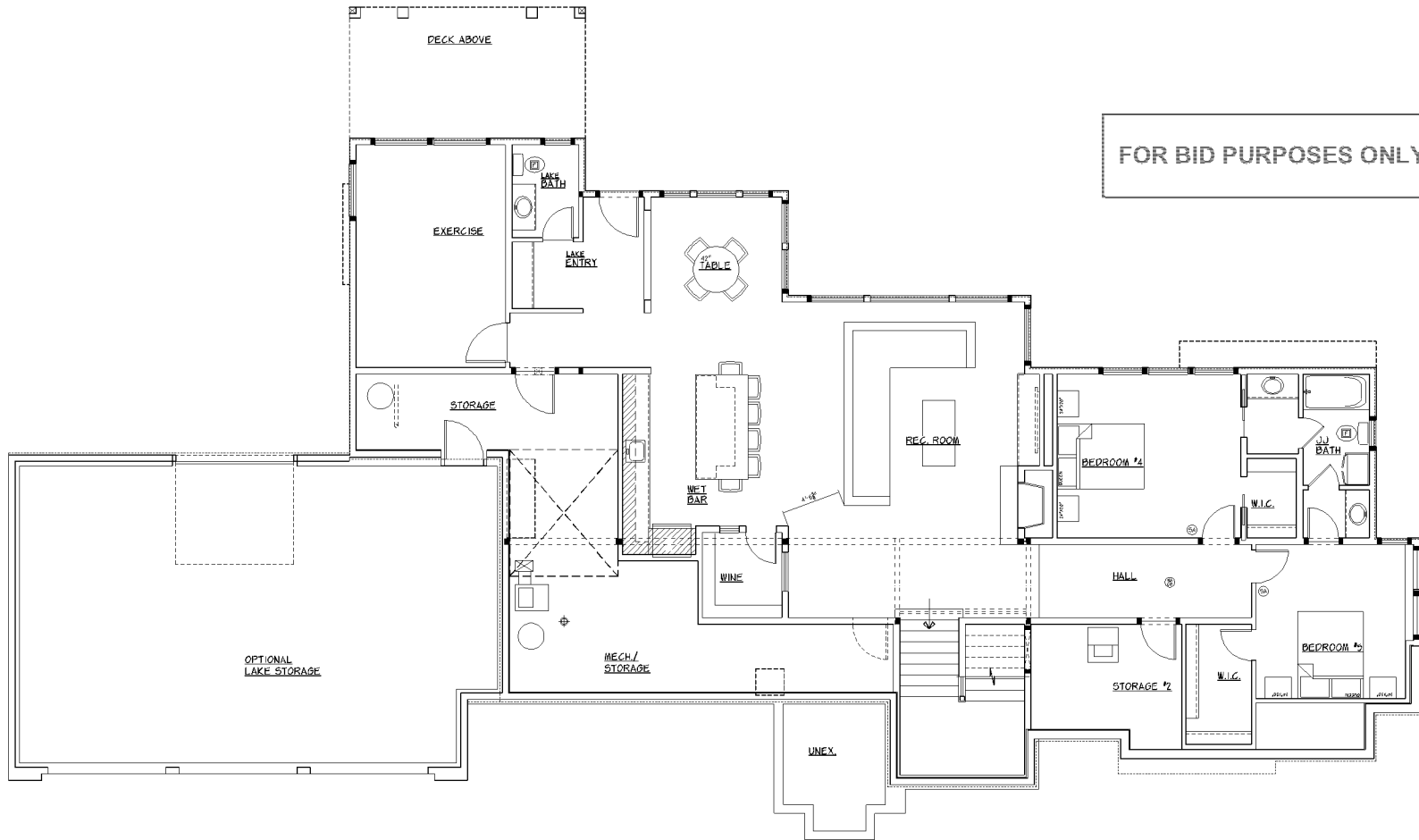
ZEHNDER HOMES INC.  
10000 N. 10TH AVE.  
MINNEAPOLIS, MN 55412





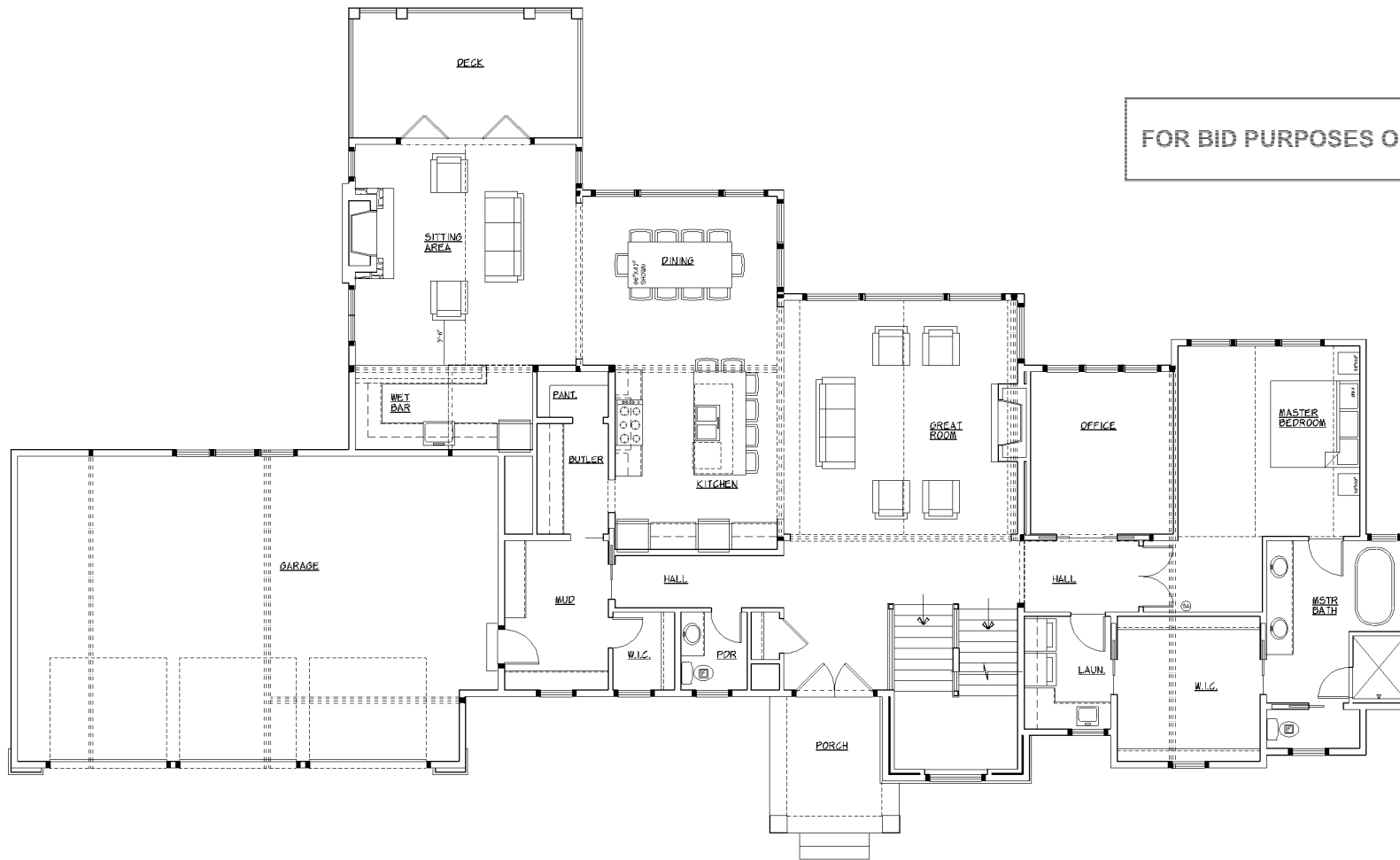
FOR BID PURPOSES ONLY





BASEMENT LIGHTING PLAN  
SCALE: 1/4" = 1'-0"

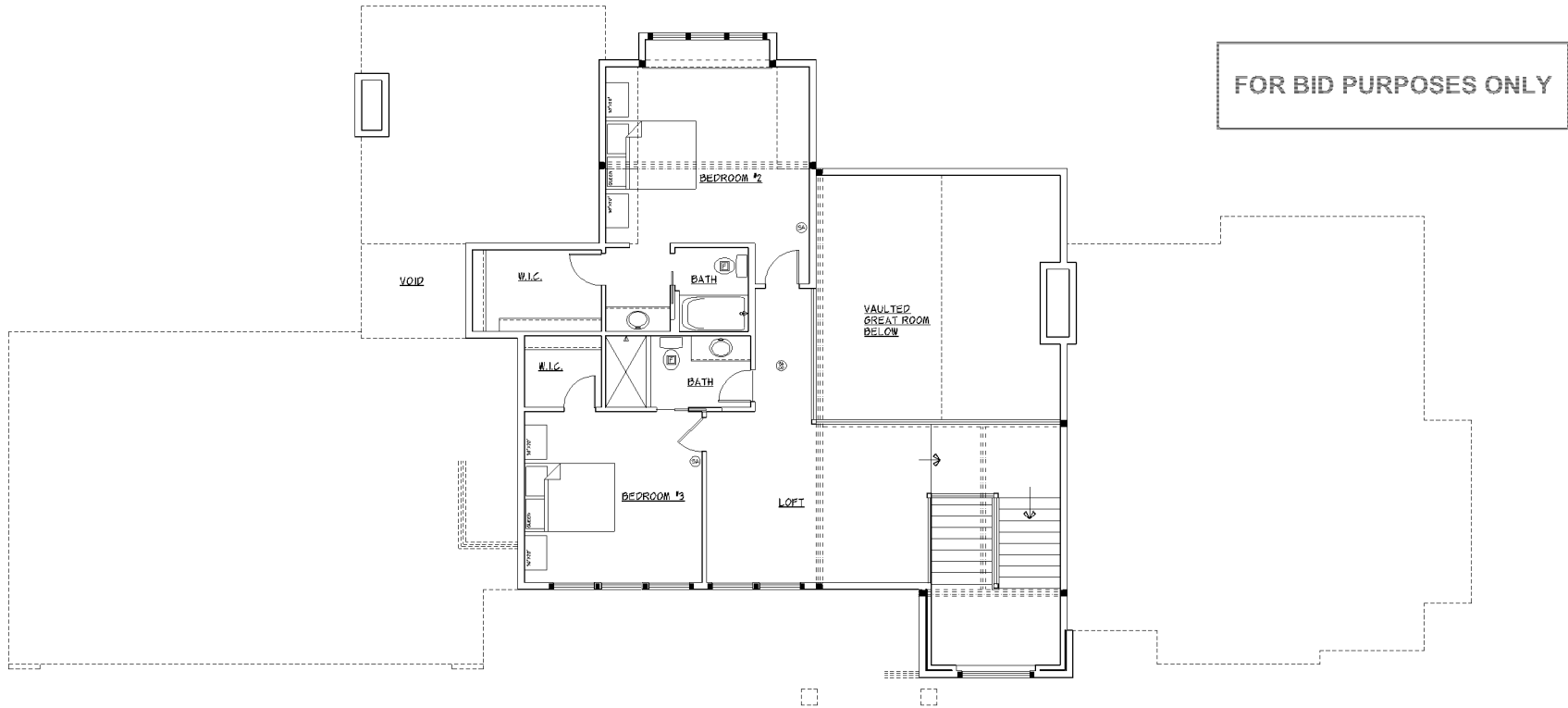
- |   |   |  |
|---|---|--|
| <ul style="list-style-type: none"> <li>LED SMART FLOOD</li> <li>CEILING FLOOD</li> <li>ROAST LED LIGHT</li> <li>RECESSED LIGHT</li> <li>FLUORESCENT</li> <li>FAN CAN</li> <li>PAN/PANASONIC</li> <li>TV/DS/IN/CT</li> <li>SEE NOTES (NO LIGHT)</li> <li>LED WALL</li> <li>SCIENCE LIGHT</li> <li>PULL CHAIN</li> <li>LED LIGHT BAR</li> <li>PENDANT LIGHT</li> <li>HEAVY WIRE</li> <li>STAIR LIGHT</li> <li>KEYLESS LIGHT</li> <li>UNDER CABINET LED</li> <li>PICK LIGHT</li> <li>LED ROPE LIGHT</li> </ul> | <ul style="list-style-type: none"> <li>LED BAR LIGHT</li> <li>AUTO LIGHT</li> <li>UNDER CABINET</li> <li>FLUORESCENT</li> <li>FAN CAN</li> <li>PAN/PANASONIC</li> <li>TV/DS/IN/CT</li> <li>SEE NOTES (NO LIGHT)</li> <li>CEILING FAN</li> <li>SWITCH</li> <li>2 WAY SWITCH</li> <li>3 WAY SWITCH</li> <li>MOTION ACTIVATED SWITCH</li> <li>MOTION SENSOR</li> </ul> | <ul style="list-style-type: none"> <li>OUTLET</li> <li>OUTLET W/USB CHARGING</li> <li>OUTLET (WEATHER PROOF)</li> <li>OUTLET (GROUND FAULT)</li> <li>DRYER OUTLET</li> <li>RANGE OUTLET</li> <li>DISHWASHER OUTLET</li> <li>SMOKE ALARM</li> <li>SMOKE ALARM - CARBON MONOXIDE ALARM</li> <li>WALL / CEILING SPEAKER</li> <li>CAM - CA - CEILING MOUNT</li> <li>CAM - SR - DOPT/13 MOUNT</li> <li>CAM - BA - WALL MOUNT</li> <li>PHONE</li> <li>DATA JACK/CAT 6 ETHERNET</li> <li>CONJ. JACK</li> <li>*ALL ELECTRICAL LOW VOLT. THERMOSTATS</li> <li>*ETC. MUST BE ON A CENTERLINE PLANE</li> <li>*TYPE OF ALL LIGHTING EQUIPMENT</li> <li>*TO BE HIGH EFFICIENT (R404)</li> <li>*OUTLETS PER CODE</li> <li>*MULTI SWITCH ORDER IS FOR PLAN CLARITY</li> <li>*ORDER OF SWITCHES TO BE VERIFIED IN FIELD</li> </ul> |
|---|---|--|



FOR BID PURPOSES ONLY

FIRST FLOOR LIGHTING PLAN  
SCALE 1/4" = 1'-0"

- |  |  |   |
|--|--|---|
| <ul style="list-style-type: none"> <li>LED SMART FLOOD</li> <li>CEILING FLOOD</li> <li>RECESSED LIGHT</li> <li>MINI RECESSED LIGHT</li> <li>MINI EYEBALL LIGHT</li> <li>LED WALL</li> <li>SCIENCE LIGHT</li> <li>TRILL CHAIN</li> <li>LED BAR</li> <li>PENDANT LIGHT</li> <li>HEAVY WIRE</li> <li>STAIR LIGHT</li> <li>KEYLESS LIGHT</li> <li>UNDER CABINET LED</li> <li>PICK LIGHT</li> <li>LED ROPE LIGHT</li> </ul> | <ul style="list-style-type: none"> <li>LED BAR LIGHT</li> <li>AUTO LIGHT</li> <li>UNDER CABINET</li> <li>FLUORESCENT</li> <li>FAN CAN</li> <li>PAN/PANASONIC</li> <li>FV-BUS/INVT</li> <li>SEE NOTES (NO LIGHT)</li> <li>CEILING FAN</li> <li>SWITCH</li> <li>2 WAY SWITCH</li> <li>3 WAY SWITCH</li> <li>MOTION ACTIVATED</li> <li>SWITCH</li> <li>MOTION SENSOR</li> </ul> | <ul style="list-style-type: none"> <li>OUTLET</li> <li>OUTLET W/USB CHARGING</li> <li>OUTLET (BREATH PROOF)</li> <li>OUTLET (GROUND FAULT)</li> <li>DRYER OUTLET</li> <li>RANGE OUTLET</li> <li>DISHWASHER OUTLET</li> <li>SMOKE ALARM</li> <li>SMOKE ALARM - CARBON MONOXIDE ALARM</li> <li>WALL / CEILING SPEAKER</li> <li>CAM - CA - CEIL. MOUNT</li> <li>CAM - SR - DOPT. MOUNT</li> <li>CAM - BA - WALL MOUNT</li> <li>PHONE</li> <li>DATA JACK/CAT 6 ETHERNET</li> <li>CONJ. JACK</li> <li>* ALL ELECTRICAL LOW VOLT. THERMOSTATS</li> <li>* ETC. MUST BE ON A CENTERLINE PLANE</li> <li>* TYPE OF ALL LIGHTING EQUIPMENT</li> <li>* TO BE HIGH EFFICIENT (R40+)</li> <li>* OUTLETS PER CODE</li> <li>* MULTI SWITCH ORDER IS FOR PLAN CLARITY.</li> <li>* ORDER OF SWITCHES TO BE VERIFIED IN FIELD</li> </ul> |
|--|--|---|



SECOND FLOOR LIGHTING PLAN  
SCALE: 1/4" = 1'-0"

<ul style="list-style-type: none"> <li>LED SMART-FLOOD</li> <li>CEILING FLUSH</li> <li>ROUNT LED LIGHT</li> <li>RECESSED LIGHT</li> <li>MINI RECESSED LIGHT</li> <li>MINI KTERBALL LIGHT</li> <li>LED WALL</li> <li>SCIENCE LIGHT</li> <li>PULL CHAIN</li> <li>LED LIGHT BAR</li> <li>PENDANT LIGHT</li> <li>HEAVY WIRE</li> <li>STAIR LIGHT</li> <li>KEYLESS LIGHT</li> <li>UNDER CABINET LED PICK LIGHT</li> <li>LED ROPE LIGHT</li> </ul>	<ul style="list-style-type: none"> <li>LED BAR LIGHT</li> <li>AUTO LIGHT</li> <li>UNDER CABINET</li> <li>FLUORESCENT</li> <li>FAN CAN</li> <li>PAN. PANASONIC</li> <li>TV-55/INCH</li> <li>SEE NOTES (NO LIGHT)</li> <li>CEILING FAN</li> <li>SWITCH</li> <li>2 WAY SWITCH</li> <li>3 WAY SWITCH</li> <li>MOTION ACTIVATED SWITCH</li> <li>MOTION SENSOR</li> </ul>	<ul style="list-style-type: none"> <li>OUTLET</li> <li>OUTLET W/USB CHARGING</li> <li>OUTLET (WEATHER PROOF)</li> <li>OUTLET (GROUND FAULT)</li> <li>DRYER OUTLET</li> <li>RANGE OUTLET</li> <li>DISHWASHER OUTLET</li> <li>SMOKE ALARM</li> <li>SMOKE ALARM - CARBON MONOXIDE ALARM</li> <li>WALL / CEILING SPEAKER</li> <li>CAN. C.A. - CEILING MOUNT</li> <li>CAN. S.B. - SLOTTED MOUNT</li> <li>CAN. S.B. - WALL MOUNT</li> <li>PHONE</li> <li>DATA JACK / CAT 6 ETHERNET</li> <li>COAX JACK</li> <li>* ALL ELECTRICAL LOW VOLT. THERMOSTATS, ETC. MUST BE ON A CENTERLINE PLANE</li> <li>* TYPE OF ALL LIGHTING EQUIPMENT</li> <li>* TO BE HIGH EFFICIENT (RATED)</li> <li>* OUTLETS PER CODE</li> <li>* MULTI SWITCH ORDER IS FOR PLAN CLARITY. ORDER OF SWITCHES TO BE VERIFIED IN FIELD</li> </ul>
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## Marie Darling

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**From:** Jeff Hanratty <hanratt@gmail.com>  
**Sent:** Sunday, November 7, 2021 6:27 AM  
**To:** Planning  
**Subject:** 4990 Shady Island Point Variance

Please include our comments in the public meeting associated with the above address:

We fully support a variance approval for this project!

Jeff & Kelli Hanratty  
5000 Shady Island Point  
612-730-4537

Thanks!

November 16, 2021

Marie Darling  
Planning Director  
City of Shorewood  
5755 Country Club Rod  
Shorewood, MN 55331

Dear Marie & Commission Members,

I'm writing to you in regard to our property at 4990 Shady Island Point and our variance request regarding the setback from the road. I'd like to provide some background on why we have requested this variance.

First and foremost, there is a wonderful catalpa tree (picture enclosed) that without this variance would need to be removed. As well as potentially another tree in its path. The catalpa is one of the favorites on our Shady Island property and an arborist has estimated it to be well over 50 years old. It's tall and blooms in the spring. In anticipation, we have spent a fair amount of money fortifying the tree's roots to help it survive the building process.

Additionally, we have interest in preserving the lakeside lawn as much as we can. By moving closer to the water, we could very well have to invest in more costly foundation support systems such as screw pilings. That 10' could very well make a significant difference.

Currently, as you are aware, our home is just feet from the road and we wish to comply with the setbacks now required however this variance will allow us to save our favorite tree and potentially mitigate an expensive foundational issue.

Please feel free to reach out with any questions,

Jennifer & Bhavin Patel  
4990 Shady Island Point  
Shorewood, MN 55364





**Marie Darling**

---

**From:** Robert Sotirin <rsotirin@gmail.com>  
**Sent:** Thursday, November 11, 2021 5:22 PM  
**To:** Planning  
**Subject:** 4990 Shady Island Point new construction

Dear Planning Department:

In advance of the November 16 public meeting re new construction at 4990 Shady Island Point, I'd like to express my support for granting the two variances that have been requested. My property, at 5040 Shady Island Point, is directly across the street.

Regards, Rob Sotirin

**RESOLUTION 2021-151**

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

**A RESOLUTION APPROVING A VARIANCE TO FRONT SETBACK  
AND TO ALLOW A 2<sup>ND</sup> DRIVEWAY FOR PROPERTY  
LOCATED AT 4990 SHADY ISLAND POINT**

**WHEREAS**, Zehnder Homes, INC., (the "Applicant") proposes variances to build a new home on property legally described as:

Lot 29 excepting the southeasterly 31 feet thereof, front and rear, and all of Lot 40, except and reserving an easement for ingress and egress over the northly 10 feet of said Lot, Shady Island Addition, Hennepin County, Minnesota

**WHEREAS**, the Applicant has applied variances that would allow the new home to be 25 feet from the front property line where 35 feet is required and proposes two driveway connections to Shady Island Point where one is permitted; and

**WHEREAS**, the Applicant's request was reviewed by the planning staff, whose recommendation is included in a memorandum for the November 16, 2021 Planning Commission meeting, a copy of which is on file at City Hall; and

**WHEREAS**, the Planning Commission held a public meeting on November 16, 2021 to review the application, the minutes of the meetings are on file at City Hall; and

**WHEREAS**, the City Council considered the application at its regular meeting on December 13, 2021, at which time the planning staff memorandum and the Planning Commission's recommendations were reviewed and comments were heard by the City Council from the Applicant, staff and public.

**NOW THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF SHOREWOOD, MINNESOTA FINDS AS FOLLOWS:**

**FINDINGS OF FACT**

1. The subject property is located in the R-1C/S zoning district, which requires all buildings to be set back 35 feet from the front property line and allows only one driveway for each 120 feet of lot frontage.
2. The existing home was constructed in 1960, prior to the adoption of modern zoning regulations and is currently 5.5 feet from the front property line.



3. Section 1201.05 of the zoning regulations provides that the purpose of a variance is to allow a process to deviate from the strict provision of the zoning regulations when there are practical difficulties, and the action is the minimum to alleviate the practical difficulties.

4. Section 1201.05 of the zoning regulations provides that in making the above determination, the City may consider circumstances unique to the property and not created by the landowner.

5. The Applicant's proposal is identified on the application materials and plans submitted on September 28, 2021 and November 1, 2021.

### **CONCLUSIONS**

A. Based upon the foregoing, and the records referenced herein, the City Council hereby approves the Applicant's request to construct a home 25 feet from the front property line where 35 feet is typically required and to have a 2<sup>nd</sup> driveway connection to Shady Island Point where one is typically allowed, in accordance with the plans and materials submitted on September 28, 2021 and November 1, 2021.

B. The City Council specifically finds that the Applicant's request for the variance is consistent with the variance criteria listed in the zoning ordinance as it specifically demonstrates practical difficulties based on the desire to save a mature overstory tree on the property and would allow construction of the home farther from the floodplain and further above evidence of ground water and would be the minimum request to alleviate the practical difficulties. Additionally, that the improvements proposed would not inappropriately impact the area, public welfare or other lands/improvements in the area as the new home would be farther from the street than the existing home and the additional driveway would allow for more off-street parking in an area that does not permit on-street parking.

C. Approval of the variance shall be subject to the following conditions:

1. Prior to beginning any construction at the property, the applicant shall acquire all applicable permits prior to construction.
2. The applicant shall be responsible to repair any damage to the existing roadway to its preexisting condition.
3. The applicant shall remove the home and all the accessory structures on the property except the shed near the shoreline prior to issuance of a building permit on the property.

D. The variance shall expire one year after approval unless the applicant has completed the project or an extension has been requested in accordance with Section 1201.05 Subd. 3 of City Code.

E. The City Clerk is hereby authorized and directed to provide a certified copy of this resolution for filing with the Hennepin County Recorder or Registrar of Titles.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD, MINNESOTA**  
this 13<sup>th</sup> day of December, 2021.

---

**Jennifer Labadie, Mayor**

**Attest:**

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**Sandie Thone, City Clerk**





## City of Shorewood Council Meeting Item

7B

MEETING TYPE  
Regular Meeting

**Title / Subject:** Interior Drainage and Utility Easement – Request for Vacation

**Meeting Date:** December 13, 2021

**Prepared by:** Marie Darling, Planning Director

**Applicant:** Hope and Matt Chu

**Location:** 24640 Bentgrass Way

**Attachments:** Applicants Narrative  
Easement  
Resolution

**Background:** City inspectors discovered that the property owners/contractors had begun work on a patio without the required zoning permit and that the patio extended into a drainage and utility easement. The easement protected a swale that carried storm water across several properties. The area was leveled to construct the patio.

The easement was originally acquired with the Minnetonka Country Club subdivision and extended across this lot, as shown on the attached exhibit.

The applicants propose to vacate the existing easement and dedicate a new, modified 20-foot easement centered over the top of the swale. The applicant has designed the new easement so that the vacation does not affect any other property.



**Financial or Budget Considerations:** The application fees cover the cost of processing and recording the vacation/easement.

**Public Notice:** The notice for the request and public hearing were published twice in the official newspaper, as required by statute and any offered public testimony was taken at the public hearing as a separate item at the same meeting.

**Recommendation / Action Requested:** Staff recommends approval of the attached resolution vacating as it is in the city's interest to have the swale centered in an easement and to allow a homeowner to make a modification to the easement when they can preserve the initial storm water design into their property without affecting other properties in the area. The City Engineer reviewed the vacation request and had no concerns.

**Next Steps and Timelines:** If approved, staff would record the certified resolution and new easement at Hennepin County.

**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.*

S:\Planning\Planning Files\Applications\2021 Cases\24640 Bentgrass Way Vacation\CAF 12.13.21 with action.docx

*Hope and Matt Chu  
24640 Bentgrass Way  
Shorewood, MN 55331*

*City of Shorewood  
5755 Country Club Road  
Shorewood, MN 55331*

To Whom It May Concern,


We would like to request the vacation of the existing easement on our property at 24640 Bentgrass Way. With the vacation of the existing easement, we would like to propose a new easement further north on our property. With the new easement, we are proposing the relocation of the swale, which would run approximately in the center of the new easement. The E.O.F. of 970.5 will remain the same but be placed further west. Both the easement and swale will meet the adjacent property lines at the same location as the existing condition to maintain the continuity of the existing drainage plan for the surrounding area.

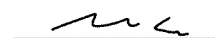
Please see the attached plans that include the elevations and dimensions of the existing and proposed easement and swale that are described above. These plans have been surveyed, measured, drawn and approved by Carlson McCain. These plans have also been shared with the City of Shorewood Engineer, Andrew Budde and Planning Director, Marie Darling.

We are requesting the easement be moved to allow space for a new paver patio in our backyard. This patio will be a space for us to spend time with our kids, extended family, friends and new neighbors here in Shorewood. Thank you for your consideration on this matter. We appreciate your time and await your approval for the vacation of the existing easement.

Sincerely,

Hope and Matt Chu

  
-----  
Hope Chu (Oct 21, 2021 12:58 CDT)

  
-----  
Matt Chu (Oct 11, 2021 11:14 CDT)



GRANT OF DRAINAGE AND UTILITY EASEMENT  
24640 BENTGRASS WAY

THIS GRANT OF EASEMENT is made on the \_\_\_\_ day of \_\_\_\_\_,  
2021, by Matthew Chu and Hope Chu, a married couple (Grantors), to the CITY OF  
SHOREWOOD, a Minnesota municipal corporation (Grantee).

RECITALS

Grantors are the owners in fee simple of real property in the County of Hennepin,  
Minnesota, which is legally described as follows (the Easement Tract)

Lot 1, Block 4, Minnetonka Country Club 2<sup>nd</sup> Addition, Hennepin County,  
Minnesota; and

Grantee desires to use a portion of the Easement Tract for the construction and  
maintenance of sewer improvements.

NOW, THEREFORE, in consideration of the sum of One Dollar (\$1.00) and  
other good and valuable consideration, the receipt and sufficiency of which are hereby  
acknowledged by Grantors:

1.) Permanent Easement - Grantors hereby grant to Grantee, its successors  
and assigns, a permanent easement (the Permanent Easement) for drainage and utility  
purposes over, under, upon and across that portion of the Easement Tract legally  
described and graphically depicted in Exhibit A. The Permanent Easement shall  
permanently run with the title to the Easement Tract and shall inure to the benefit of and  
be binding upon the parties hereto and their respective heirs, successors and assigns,  
including, but without limitation all subsequent owners of the Easement Tract and all  
persons claiming under them.

2.) Use of Easement Tract - Grantors hereby agree that they will not perform  
or allow or cause the construction of any improvements on the Permanent Easement  
which could damage or obstruct the Permanent Easement or interfere with Grantee's  
access to or Grantee's right to construct, maintain and repair the drainage facilities or  
utilities on the Permanent Easement.

3.) Warranty of Title - Grantors represent and warrant to Grantee that they are  
the only owners of fee simple title to the Easement Tract, and that there are no

THIS INSTRUMENT WAS DRAFTED BY:  
The Shorewood Planning Department  
City of Shorewood  
5755 Country Club Road  
Shorewood, MN 55331  
952-960-7912

NOTARY PUBLIC

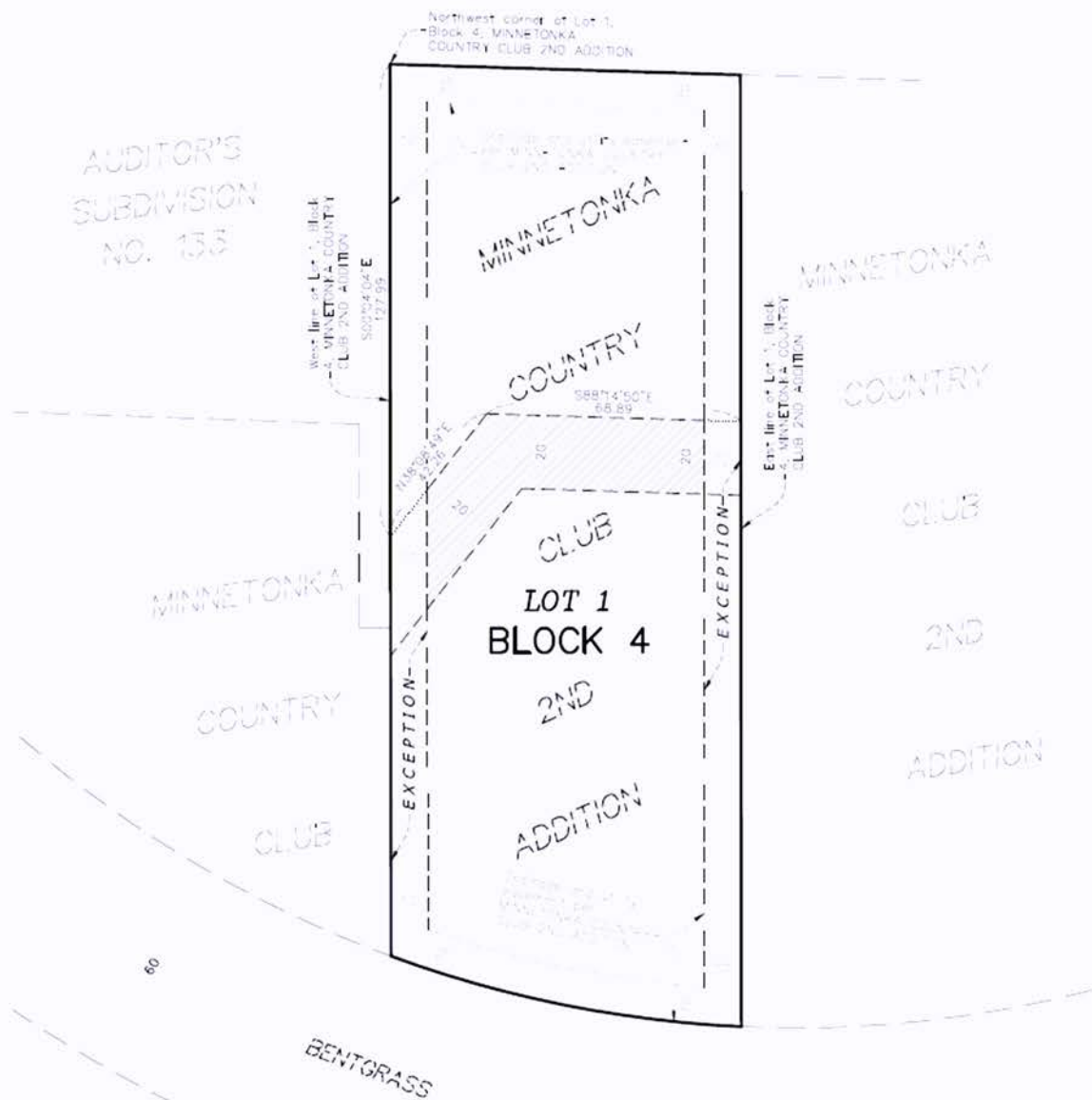
## EXHIBIT A: Legal Description of Easement:

An easement lying over, under, and across that part of Lot 1, Block 4, MINNETONKA COUNTRY CLUB, according to the recorded plat thereof, Hennepin County, Minnesota, lying parallel with and distant 20.00 feet to the right of the following described line:

Commencing at the Northwest corner of said Lot 1; thence South 00 degrees 04 minutes 04 seconds East, assumed bearing, along the West line of said Lot 1, a distance of 127.99 feet to the point of beginning of said line to be described; thence North 38 degrees 08 minutes 49 seconds East, 42.26 feet; thence South 88 degrees 14 minutes 50 seconds East, 68.89 feet to the East line of said Lot 1 and said line there terminating.

EXCEPT those parts embraced within the West 10.00 feet and the East 10.00 feet of said Lot 1.

## Drainage and Utility Easement Description Sketch





**RESOLUTION NO. 21-152**

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

**A RESOLUTION VACATING DRAINAGE AND UTILITY EASEMENT  
FOR PROPERTY LOCATED AT 24640 BENTGRASS WAY**

**RECITALS**

WHEREAS, Matthew Chu and Hope Chu , (the “Applicants”) owns the property legally described as:

Lot 1, Block 4, Minnetonka Country Club 2<sup>nd</sup> Addition, Hennepin County, Minnesota;  
and

WHEREAS, the Applicants submitted to the City of Shorewood a petition on October 21, 2021 requesting the vacation of an easement within their parcel (the “Vacation”); and,

WHEREAS, the City of Shorewood requires the dedication of a correct 20-foot easement centered over the swale; and,

WHEREAS, notice of public hearing on the proposed Vacation of sewer easement in the City of Shorewood, Hennepin County, Minnesota, was published in the Excelsior/Shorewood edition of the SUN SAILOR NEWSPAPER on November 18 and 25, 2021; and,

WHEREAS, said notice of public hearing was posted on the city’s website and at the Shorewood City Hall; and,

WHEREAS, the City of Shorewood City Council heard all interested parties on the question of the Vacation at a public hearing on December 13, 2021, in the Council Chambers at the City Hall.

**RESOLUTION**

**NOW THEREFORE BE IT RESOLVED** by the City Council of the City of Shorewood, Minnesota that the easements legally described as follows and depicted in Exhibit A is hereby vacated for public sewer purposes:

All of the drainage and utility easements lying over, under, and across Lot 1, Block 4, as created and dedicated in the plat of MINNETONKA COUNTRY CLUB 2<sup>ND</sup> ADDITION, according to the recorded plat thereof, Hennepin County, Minnesota, EXCEPT the north 10.00 feet, the east 10.00 feet, the south 10.00 feet and the west 10.00 feet of said Lot 1.

**NOW THEREFORE BE IT FURTHER RESOLVED**, that the City Clerk is directed to record this resolution with the Hennepin County Recorder and Surveyor's Offices in accordance with Minnesota Statutes.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD** this 13<sup>th</sup> day of December, 2021.

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**Jennifer Labadie, Mayor**

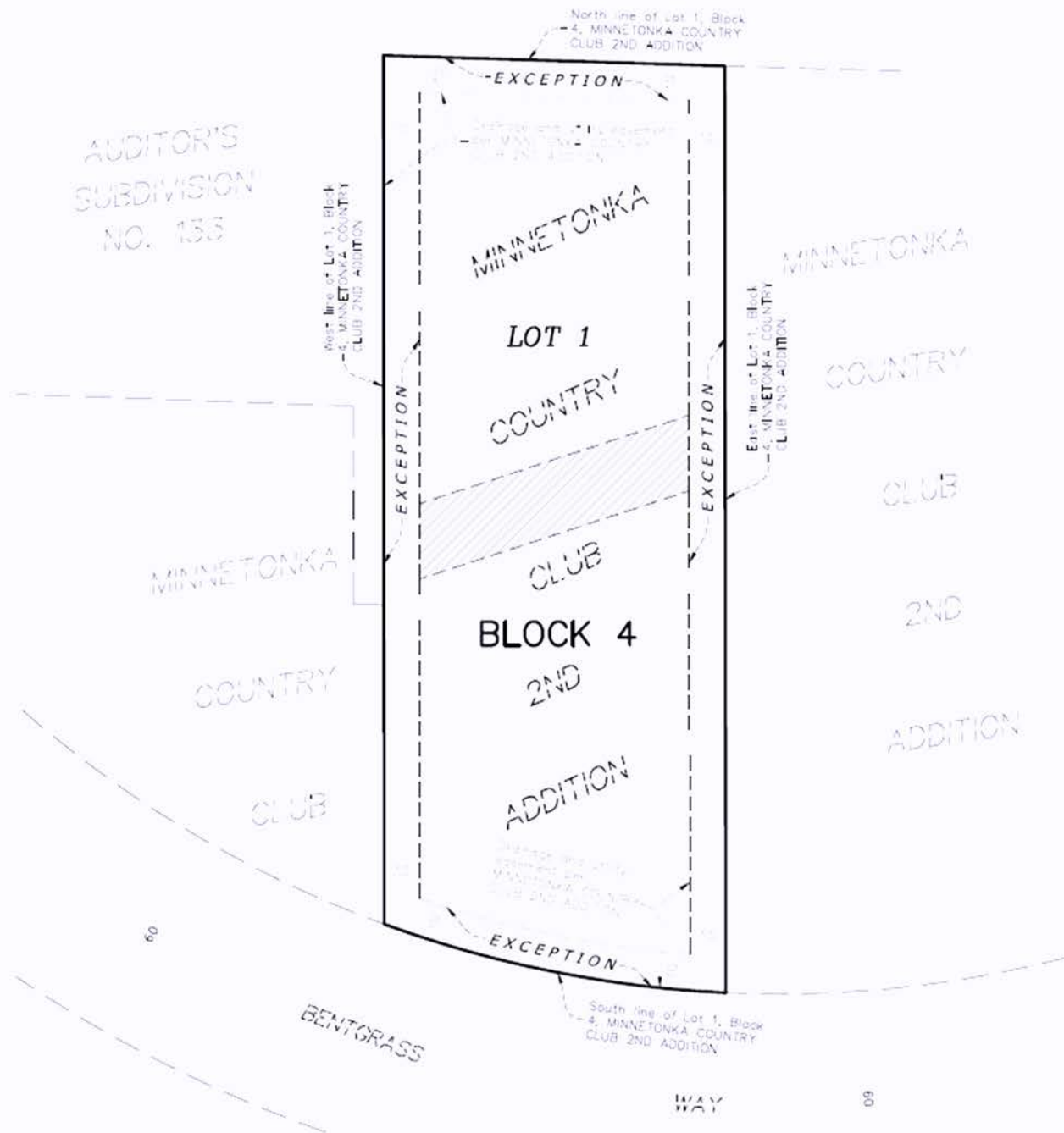
**ATTEST:**

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**Sandie Thone, City Clerk**

EXHIBIT A:

## Drainage and Utility Easement Vacation Description Sketch







## City of Shorewood Council Meeting Item

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**Title/Subject:** Review Bathymetric Surveys for Ponds in Shorewood  
**Meeting Date:** Monday, December 13, 2021  
**Prepared by:** Andrew Budde, City Engineer  
**Reviewed by:** Larry Brown, Director of Public Works  
**Attachments:** Bathymetric Results Memo

---

**Background:** In October 2020 council gave the approval to complete a bathymetric survey of existing stormwater ponds that the city is responsible for maintaining. This information allows the city to better understand the amount of sediment that has accumulated within ponds and understand the efficiency of stormwater treatment as it is routed through. Stormwater ponds are designed to provide water quality treatment up to the point that the pool storage is half filled with sediment, at which point the pond should be cleaned. This is assumed to take 20-years from when the basin is constructed to accumulate this amount of sediment but can vary dramatically based on watershed characteristics and upstream maintenance practices.

When gathering information related to the existing storm ponds it was determined that the 44 basins originally on the list were a combination of wetland basins, privately owned storm water ponds, city owned storm water ponds, and unknown responsibility. The wetlands are not required to be monitored and cleaned by the city, however there are circumstances where this may be beneficial to the city and adjacent property owners and is best led by city efforts. The private storm water ponds are required to be maintained by private entities, typically Homeowner Associations or businesses. Staff is in the process of compiling existing maintenance agreements for these basins and other unknown ownerships to ensure that they are adequately maintained in the future. The city is required to monitor these basins as it is designated as an MS4 (Municipal Separate Storm Sewer System) by the MPCA.

Staff was able to complete a bathymetric survey on 13 ponds under city responsibility with moderate results. **To view the full 2021 Pond Sampling Report go to [ci.shorewood.mn.us/pondsampling2021](https://ci.shorewood.mn.us/pondsampling2021).** Five ponds had too much vegetation or sediment accumulation that required the sonar data to be supplemented with in place field measurements. Sediment samples were acquired from five ponds. Pond 8 (Gideon Glen), and Strawberry Court, North & South, are required to be modified and/or cleaned as part of the Glen/Amlee/Manitou project and Strawberry Lane project. These pond projects have been incorporated into the adjacent project's budgets. Samples were also collected on three additional ponds that do not appear to be functioning adequately. Staff plans to prepare plans for the cleaning of Pond 3 (Waterford), Pond 6 (Sussex Pl.), and Kelsey Drive which will be completed the winter of 2022/2023. Significant communication will need to be prepared and distributed to the adjacent residents prior to construction.

**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.

**Financial Considerations:** The city has budgeted \$150,000 in annual storm pond maintenance in the Capital Improvement Plan and will be paid for from the City's Capital Stormwater Management Fund (631).

**Recommendation/Action Requested:** No action at this time.



Real People. Real Solutions.

2638 Shadow Lane  
Suite 200  
Chaska, MN 55318-1172

Ph: (952) 448-8838  
Fax: (952) 448-8805  
Bolton-Menk.com

## MEMORANDUM

**Date:** September 14, 2021  
**To:** Andrew Budde, City Engineer  
**From:** Bolton & Menk, Inc. – Water Resources  
**Subject:** City of Shorewood Stormwater Pond Assessment

On November 3<sup>rd</sup> and 4<sup>th</sup>, 2020, Bolton & Menk, Inc. conducted evaluations on 10 stormwater ponds in the City of Shorewood. The evaluation consisted of a bathymetric survey of the ponds. As part of the bathymetric survey, one technician entered the pond on a kayak equipped with sonar and depth measurement equipment. The bathymetric survey is done to determine the volume of sediment that has accumulated in a pond by mapping the pond with the sonar and using the hand measurements to validate the sonar data and get sediment depths in several locations within the pond. The table below shows the amount of sediment accumulation measured in each of the 10 ponds.

Pond Number	Year Constructed	Constructed Volume (CF)	Sediment Accumulation (CF)	Storage Volume Reduction (%)	Remove Sediment (Yes/ No)
1	2004	111,148	6,862	6.17	No
2	1999	79,553	402	0.51	No
*3	1984	74,065	11,527	15.56	Yes
4	1996	50,959	2,255	4.43	No
5	2005	1,708	71	4.16	No
*6	1972	14,564	33	0.23	Yes
7	1995	8,200	1,229	14.99	No
8	1993	8,428	892	10.58	Yes
9	1999	7,149	46	0.64	No
**10	1992	156,268	10,040	6.42	No
*Kelsey Dr	1997	21,878	3,448	15.76	Yes
*Strawberry Ct North	1992	7,942	n/a	n/a	Yes
*Strawberry Ct South	1992	33,589	n/a	n/a	Yes

\*Could not float entire pond due to sediment buildup. Hand measured depths were used to fill in missing data when available.

\*\*Could not find record drawing of BMP grading

Per MPCA's 2018 Construction Stormwater General Permit Section 11.8, "Permittees must drain temporary and permanent sedimentation basins and remove the sediment when the depth of sediment collected in the basin reaches 50% of the storage volume." In general, ponds are most susceptible to heavy sediment accumulation in their early years when turf is not established throughout the development when homes are being constructed. Ongoing sediment accumulation does occur and is largely related to tree/leaf litter and sediment accumulation on the roadways. The City of Shorewood actively sweeps the streets to collect a large portion of potential sediment accumulation and is a major factor in extending the



life of the ponds. Some of the ponds do not meet the 50% storage reduction but require sediment removal because the location of the accumulation is preventing the pond from functioning properly. The condition of and recommended action for each of the 13 ponds analyzed is given below.

#### **Pond 1**

This pond is located west of Manitou Road, on Hennepin Co. Parcel No. 33-117-23-13-0012. The pond was constructed in 2004. Since then, it has experienced a 6.17 % reduction in storage capacity. Measured sediment accumulation averaged 1.2' deep, with the deepest accumulation measured at 1.9'. Sonar data could not be collected at the in the channel between the inlet FES and the pond because water depths were too shallow. Based on the bathymetric analysis and hand measurements, the pond does not need to have the sediment removed at this time. However, the channel should be checked periodically to ensure vegetal growth is not hampering the flow of water from the FES to the pond.

#### **Pond 2**

This pond is located north of the Shorewood Ponds neighborhood, on Hennepin Co. Parcel No. 32-117-23-44-0077. The pond was constructed in 1999. Since then, it has experienced 0.51% reduction in storage capacity. Measured sediment accumulation averaged 0.68' deep, with the deepest accumulation measured at 1.9' near the southwest FES inlet. Based on the bathymetric analysis and hand measurements, the pond does not need to have the sediment removed at this time.

#### **Pond 3**

This pond is located north of Waterford Place, on Hennepin Co. Parcel No. 36-117-23-11-0023. The pond was constructed in 1984. Based on the bathymetric analysis, the pond has experienced a 15.56% reduction in storage capacity. However, sonar data could not be collected on the north half of the pond due to sediment and vegetal growth. Measured sediment accumulation averaged 2.5' deep, with the deepest accumulation measured at 5.1' in the middle of the pond. This pond does not meet the 50% capacity reduction based on the bathymetric analysis. However, sonar data could not be collected on the northern 1/3 of the pond due to sediment and vegetal accumulated. This pond should be cleaned of sedimentation and vegetal accumulation to ensure the pond is functioning properly.

#### **Pond 4**

This pond is located on the east side of Badger Football Field, on Hennepin Co. Parcel No. 33-117-23-14-0048. The pond was constructed in 1996. Since then, it has experienced a 4.43% reduction in storage capacity. Measured sediment accumulation averages 1.12' deep, with the deepest accumulation measured at 3' deep. Based on the bathymetric analysis and hand measurements, the pond does not need to have the sediment removed at this time.

#### **Pond 5**

This pond is located on the south side of Parkview Ln, on Hennepin Co. Parcel No. 25-117-23-32-0059. The pond was constructed in 2005. Since then, it has experienced a 4.16% reduction in storage capacity. Measured sediment accumulation averages 0.28' deep, with the deepest accumulation measured at 0.5'. Based on the bathymetric analysis and hand measurements, the pond does not need to have the sediment removed at this time.

#### **Pond 6**

This pond is located west of Sussex Place, on Hennepin Co. Parcel No. 25-117-23-32-0061. The pond was constructed in 1972. Based on the bathymetric analysis, the pond has experienced a 0.23% reduction in storage capacity. However, sonar data could only be collected over 1/4 of the pond due to sediment accumulation and vegetal growth. Measured sediment accumulation averages 0.56' deep, with the deepest accumulation measured at 0.9' deep. This pond does not meet the 50% capacity reduction based on the



bathymetric analysis. However, sonar data could not be collected on a significant portion of this pond due to sediment and vegetal accumulation. The pond should be cleaned of the sediment and vegetal accumulation to ensure the pond is functioning properly.

#### **Pond 7**

This pond is located on the west side of Smithtown Way, on Hennepin Co. Parcel No. 32-117-23-14-0059. The pond was constructed in 1995. Since then, it has experienced a 14.99% reduction in storage capacity. Measured sediment accumulation averages 1.73' deep, with the deepest accumulation measured at 2.5'. Based on the bathymetric analysis and hand measurements, the pond does not need to have the sediment removed at this time.

#### **Pond 8**

This pond is located on the northeast side of the Glen Road/ County Road, on Hennepin Co. Parcel No. 33-117-23-12-0076. The pond was constructed in 1993. Since then, it has experienced a 10.58% reduction in storage capacity. Measured sediment accumulation averages 1.57' deep, with the deepest accumulation measured at 2.4'. Based on the bathymetric analysis and hand measurements, this pond does not need to have the sediment removed. However, a significant amount of sediment has accumulated at the outlet location and is preventing the outlet control structure from functioning properly. Therefore, the sediment in this pond is being cleaned out as part of the Glen Road, Amlee Rd, Manitou Ln Street Improvement project.

#### **Pond 9**

This pond is located north of the Shorewood Ponds neighborhood, on Hennepin Co. Parcel No. 32-117-23-44-0077. The pond was constructed in 1999. Since then, it has experienced a 0.64% reduction in storage capacity. Measured sediment accumulation averages 0.33' deep, with the deepest accumulation measured at 0.8'. Based on the bathymetric analysis and hand measurements, the pond does not need to have the sediment removed at this time.

#### **Pond 10**

This pond is located north of the City's Public Works building on Hennepin Co. Parcel No. 33-117-23-11-0074. The pond was constructed in 1992. Since then, it has experienced a 6.42% reduction in storage capacity. Measured sediment accumulation averages 0.78' deep, with the deepest accumulation measured at 2.0'. Based on the bathymetric analysis and hand measurements, the pond does not need to have the sediment removed at this time.

#### **Kelsey Dr Pond**

This pond is located east of the Kelsey Dr intersection, on Hennepin Co. Parcel No. 32-117-23-14-0070. The pond was constructed in 1997. Since then, it has experienced a significant amount of sediment and vegetal accumulation. The accumulation of sediment and vegetal growth prevented sonar data from being collected. Hand measurements were taken. The average sediment accumulation is 0.95', with the deepest accumulation measured at 1.3'. Based on field observations, the accumulated sediment and vegetal debris should be removed from the pond.

#### **Strawberry Ct North Pond**

This pond is located north of the Strawberry Ct intersection, on Hennepin Co. Parcel No. 32-117-23-31-0028. The pond was constructed in 1992. Since then, it has experienced a significant amount of sediment and vegetal accumulation. The accumulation prevented sonar data from being collected. Hand measurements were not collected either. Based on field observations, the accumulated sediment and vegetal debris should be removed from the pond.

### **Strawberry Ct South Pond**

This pond is located south of the Strawberry Ct intersection, on Hennepin Co. Parcel No. 32-117-23-31-0038. The pond was constructed in 1992. Since then, it has experienced a significant amount of sediment and vegetal accumulation. The accumulation prevented sonar data from being collected. Hand measurements were not collected either. The accumulated sediment and vegetal debris should be removed from the pond.

Based on our analysis from sonar data collected, none of the ponds experienced 50% reduction in capacity. However, the inability to collect full sonar data and a few low-quality record drawings prevented the accurate measurement of accumulation for some ponds. Ponds 3 and 6, and the Kelsey Dr, Strawberry Ct North, and Strawberry Ct South ponds have a greater reduction in capacity than is shown in the analysis. Based on bathymetric analysis, hand measurements, and field observation, 6 of the 13 ponds evaluated should have the sediment and vegetal accumulation removed to restore them to proper function. The sediment in each of these 6 ponds should be tested for contamination prior to removal.

Based on sediment accumulation in the remaining 7 ponds, it is anticipated that the City could wait another 10-15 years before reevaluating the sediment volumes of those ponds. Also, since there were relatively low amounts of sediment, it is not recommended to acquire samples to test for contamination, as that data could be obsolete when the city moves forward with pond cleaning in the future. Figures showing the sediment accumulation for the 13 ponds are attachment with this report. The Kelsey Road and Strawberry Court ponds do not have bathymetric figures because there is no sonar data for those ponds. Each of those ponds only have a single figure showing the location of the ponds.

Regular maintenance, including tree and brush clearing around the inlets and outlets, should be continued for all the ponds to keep the ponds and their infrastructure functioning properly.

There were an additional 34 ponds throughout the City that were not evaluated. Bolton and Menk was unable to determine ownership of these ponds.

Please contact me if you have any questions regarding the storm pond evaluation or its results.

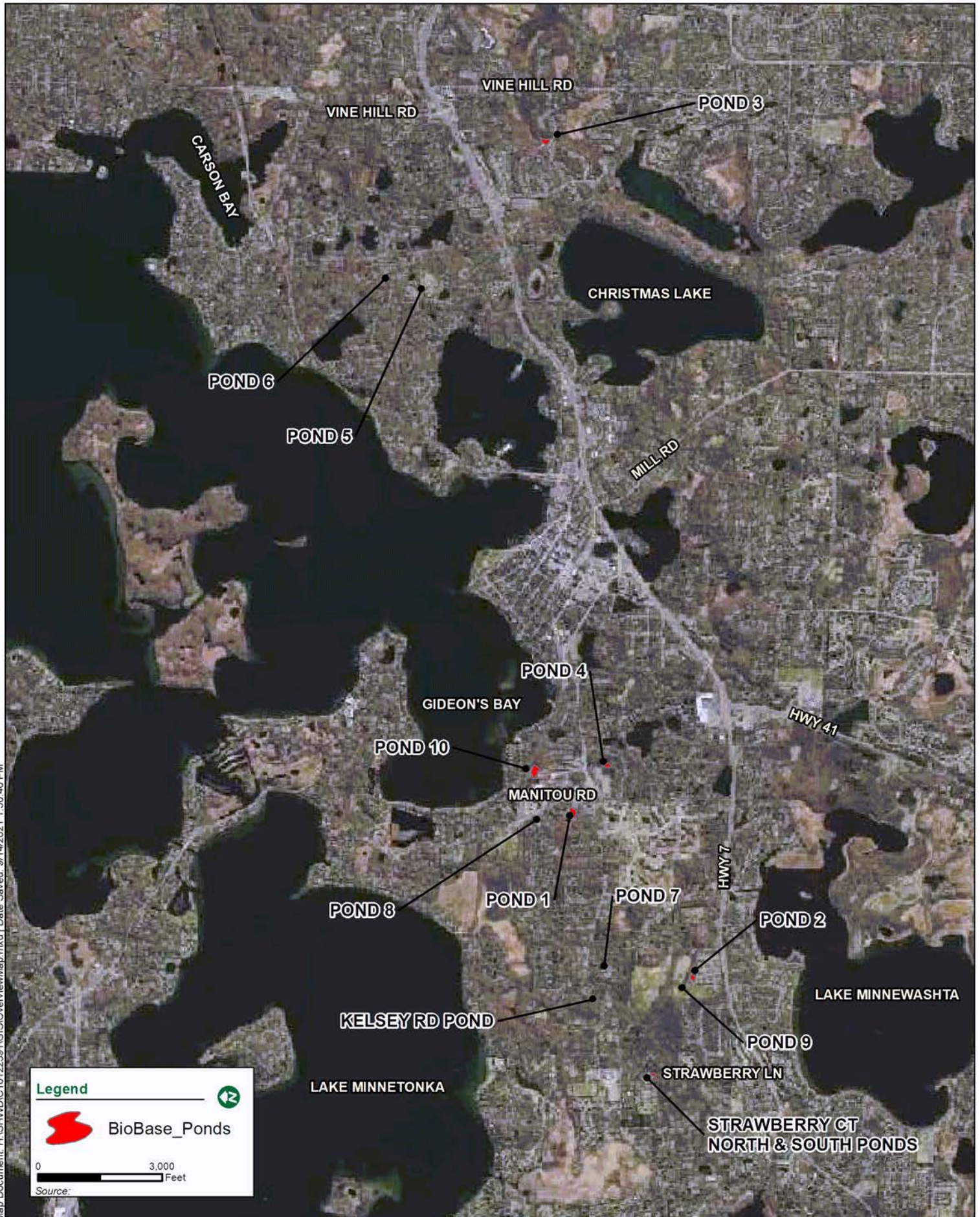
Respectfully submitted,  
Bolton & Menk, Inc.



Anthony Addeney, P.E.

Attachments: City of Shorewood Stormwater Pond Assessment Figures – 37 pages









Legend



Existing Wet Pond



As-Built Contours

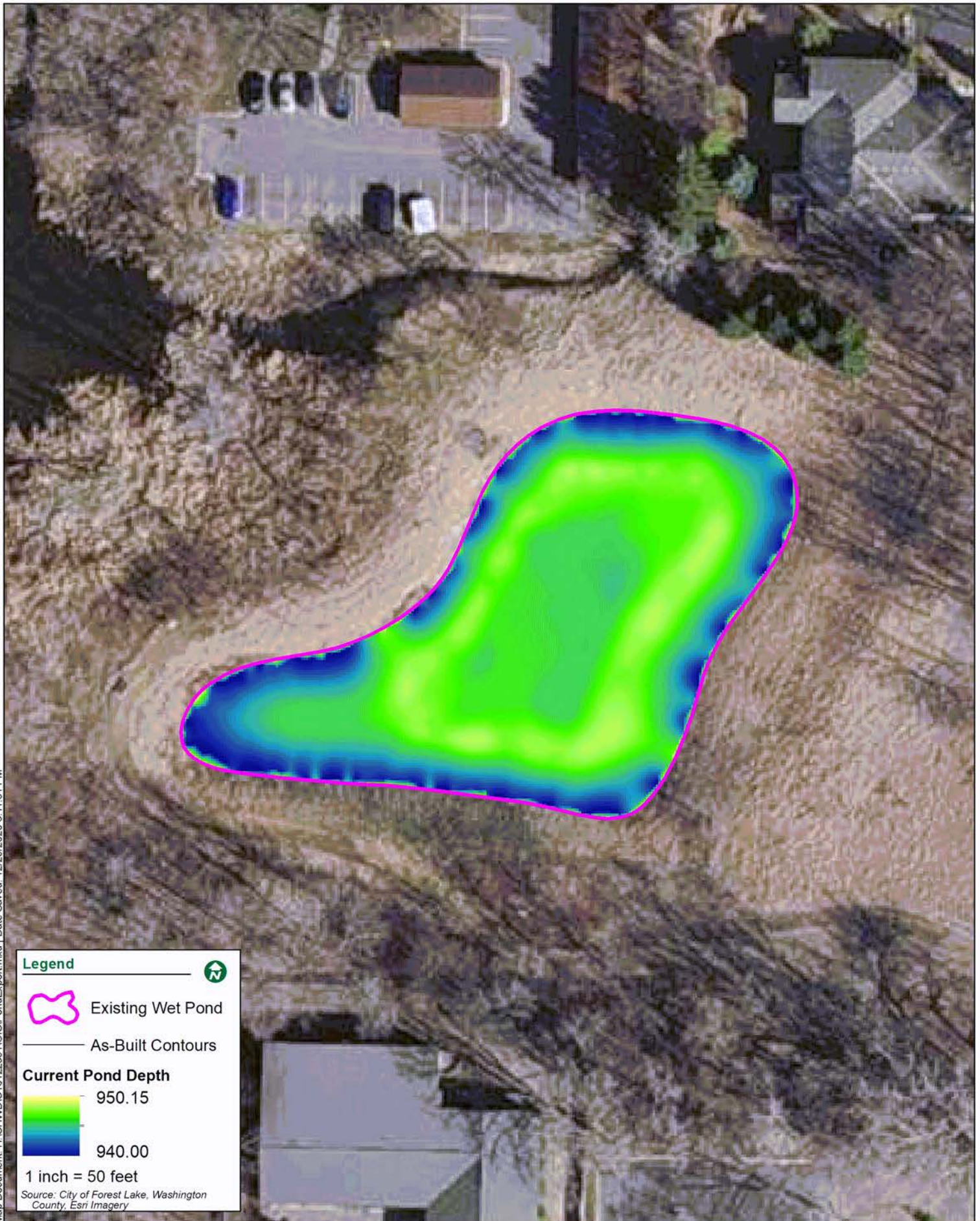
Record Drawing Depth



1 inch = 50 feet

Source: City of Forest Lake, Washington County, Esri Imagery

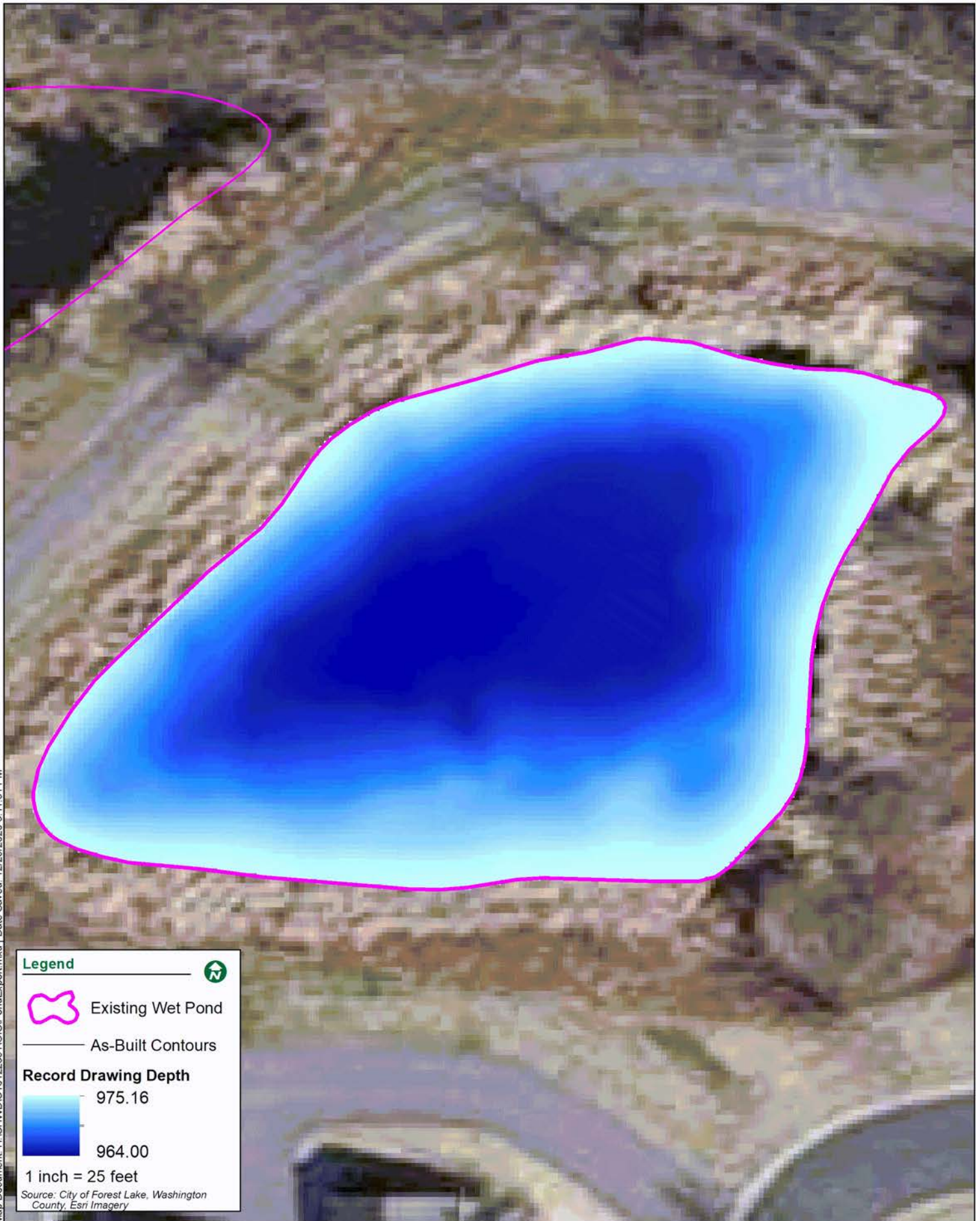




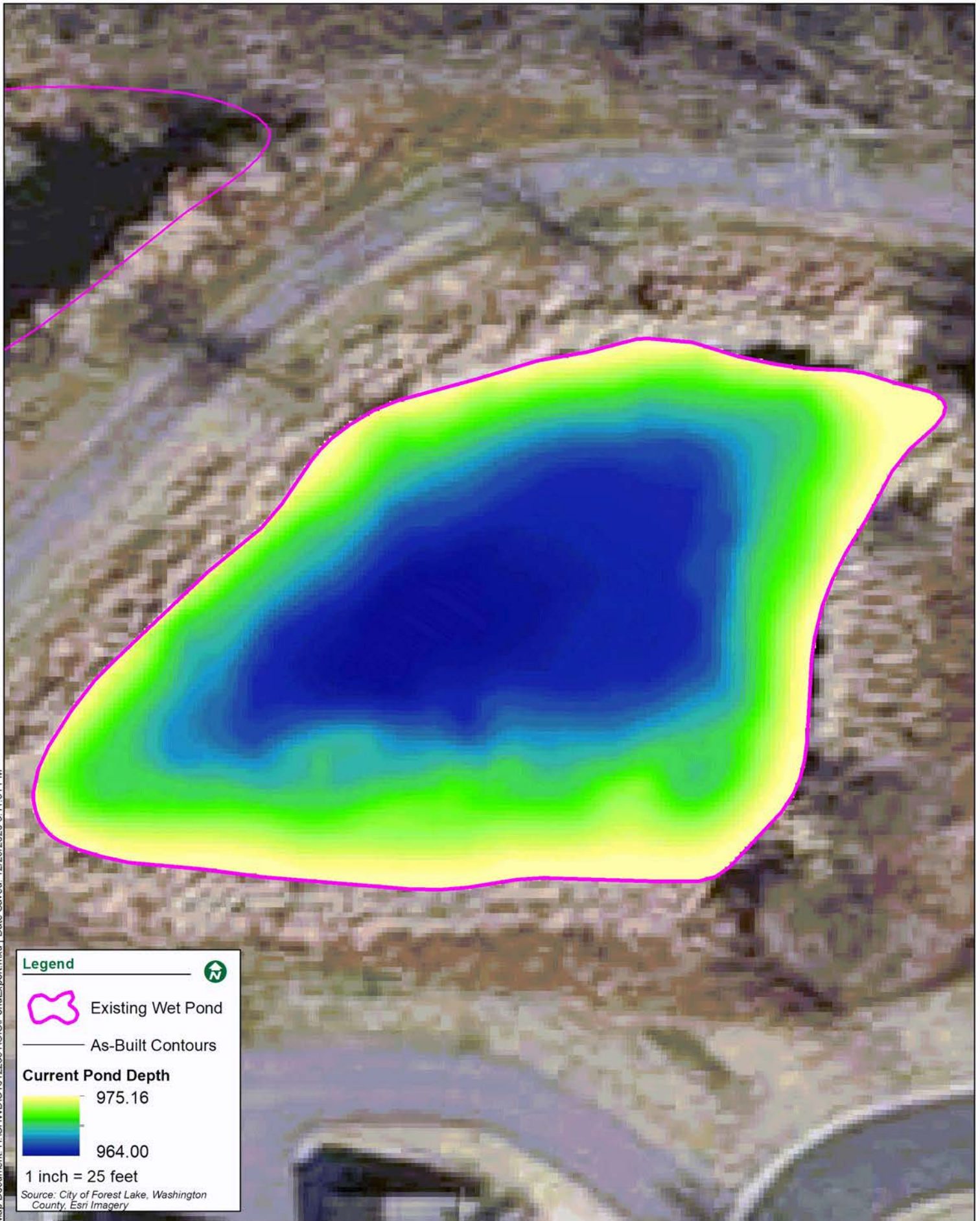












Legend

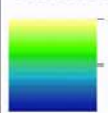


Existing Wet Pond



As-Built Contours

Current Pond Depth



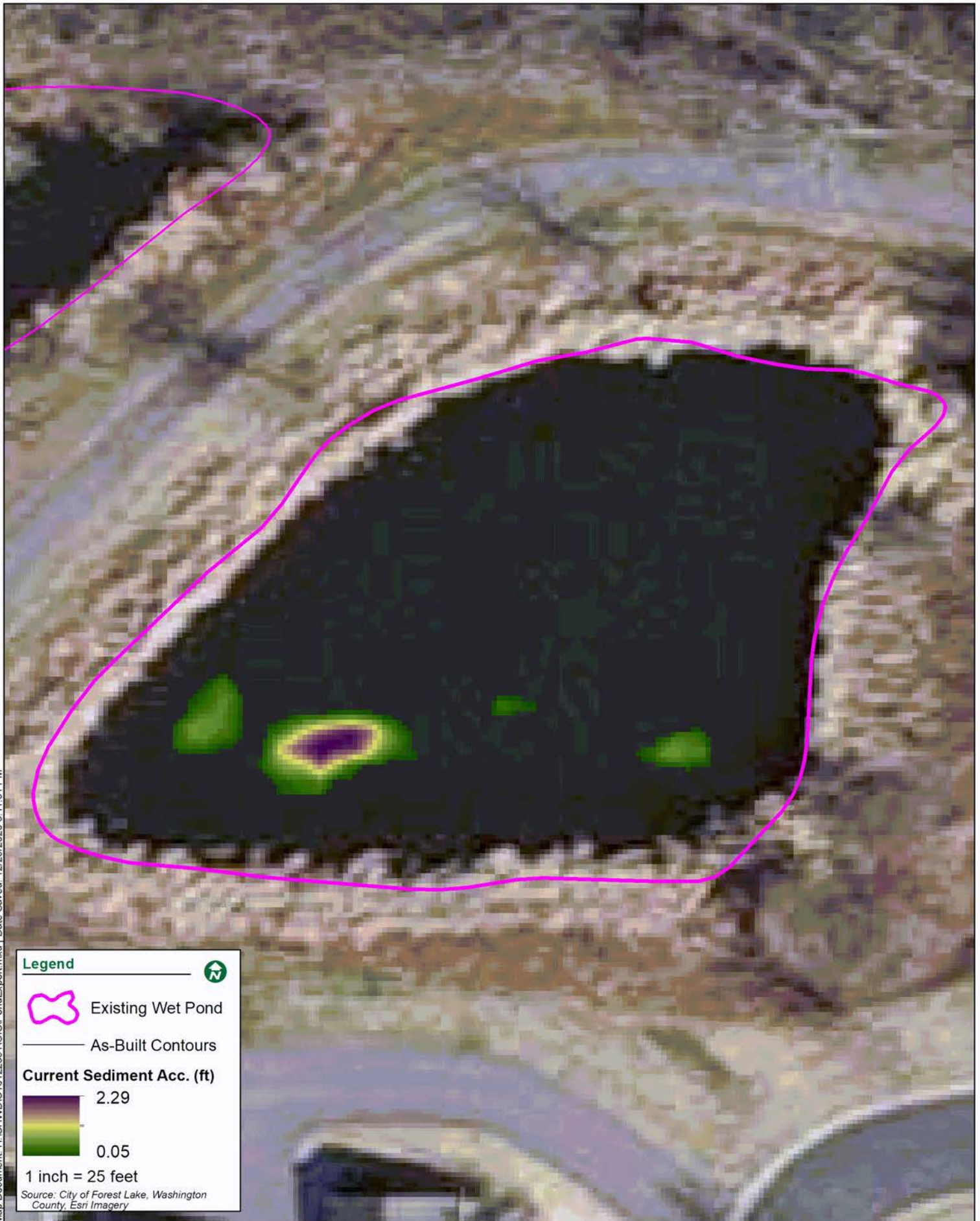
975.16

964.00

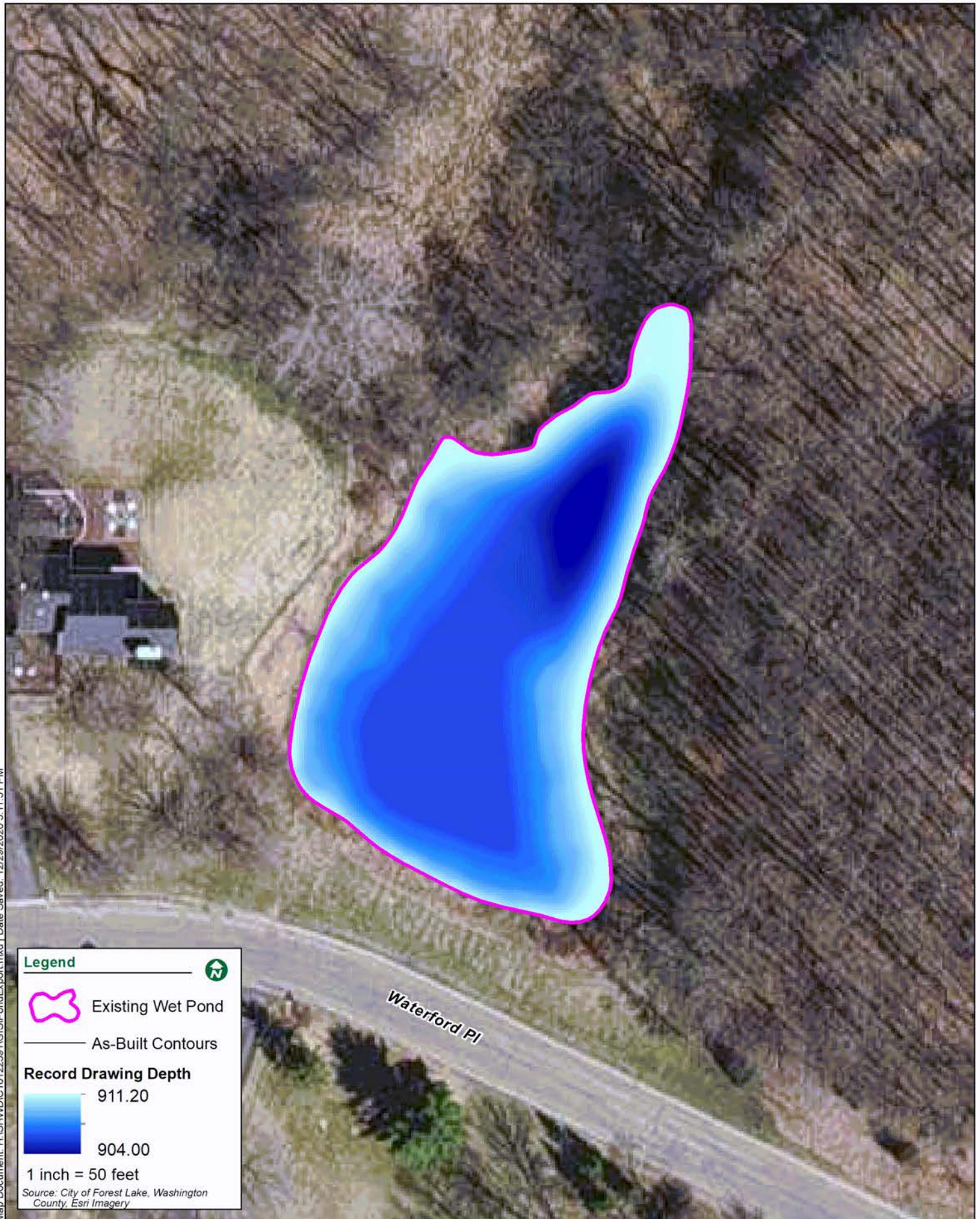
1 inch = 25 feet

Source: City of Forest Lake, Washington  
County, Esri Imagery

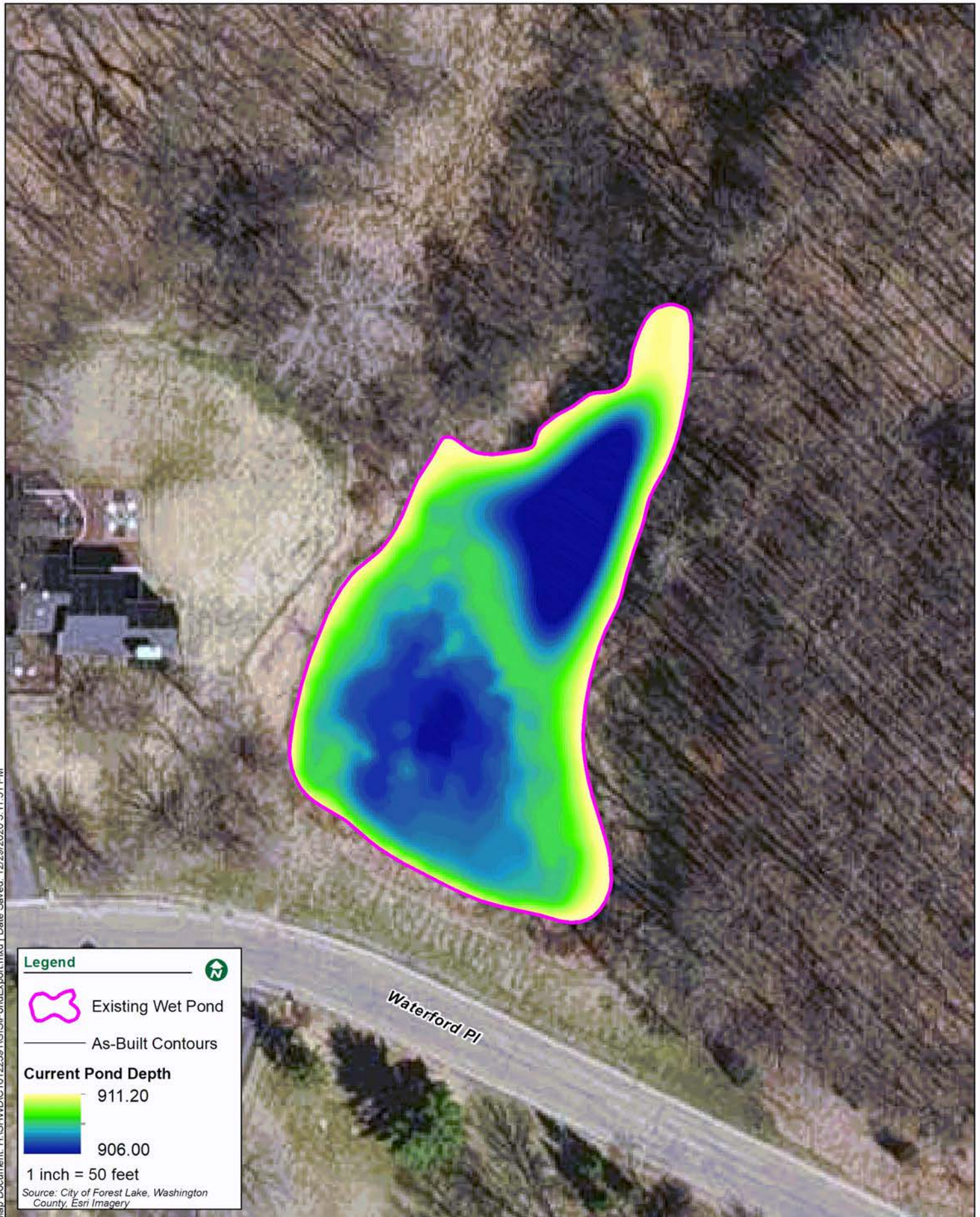




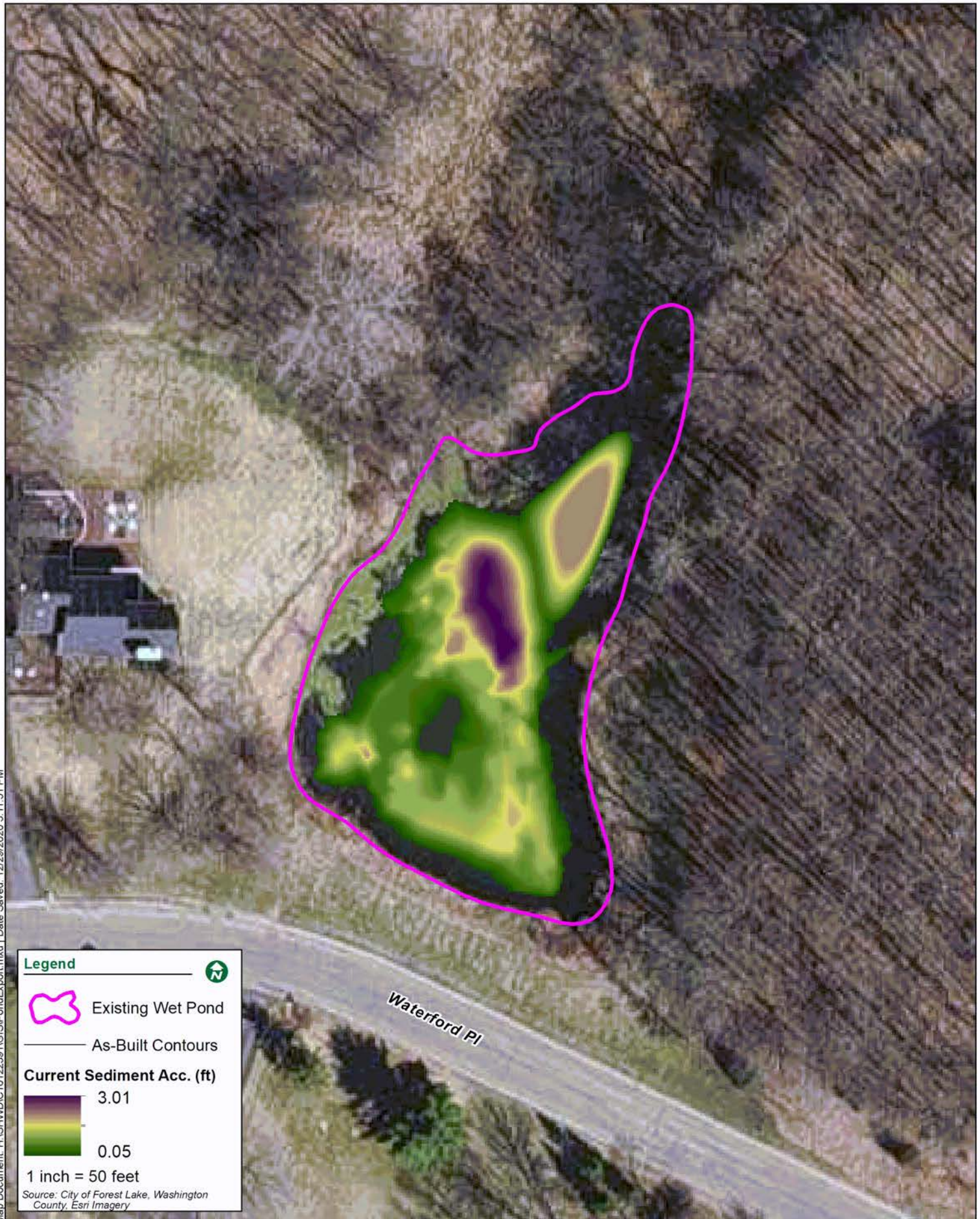




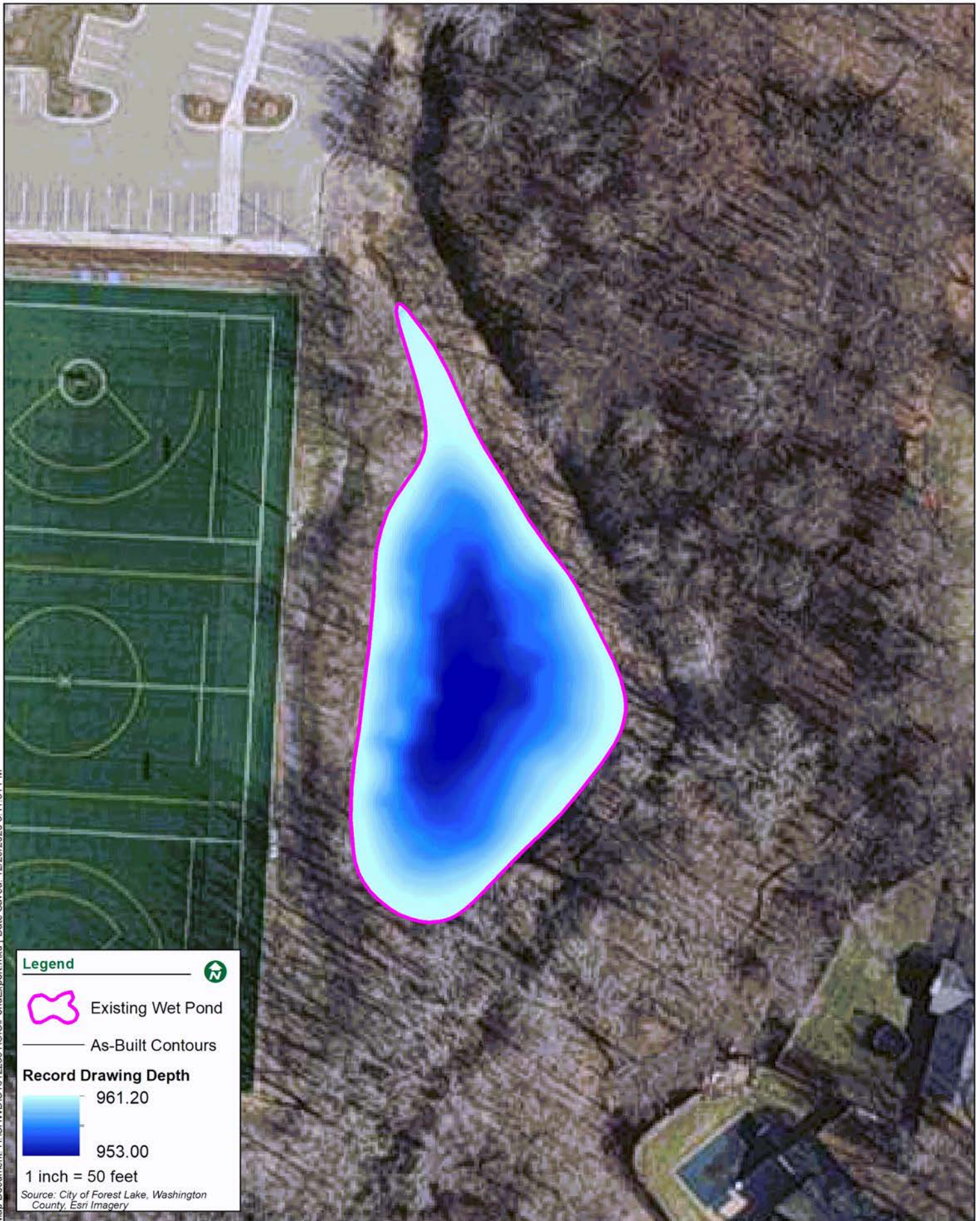




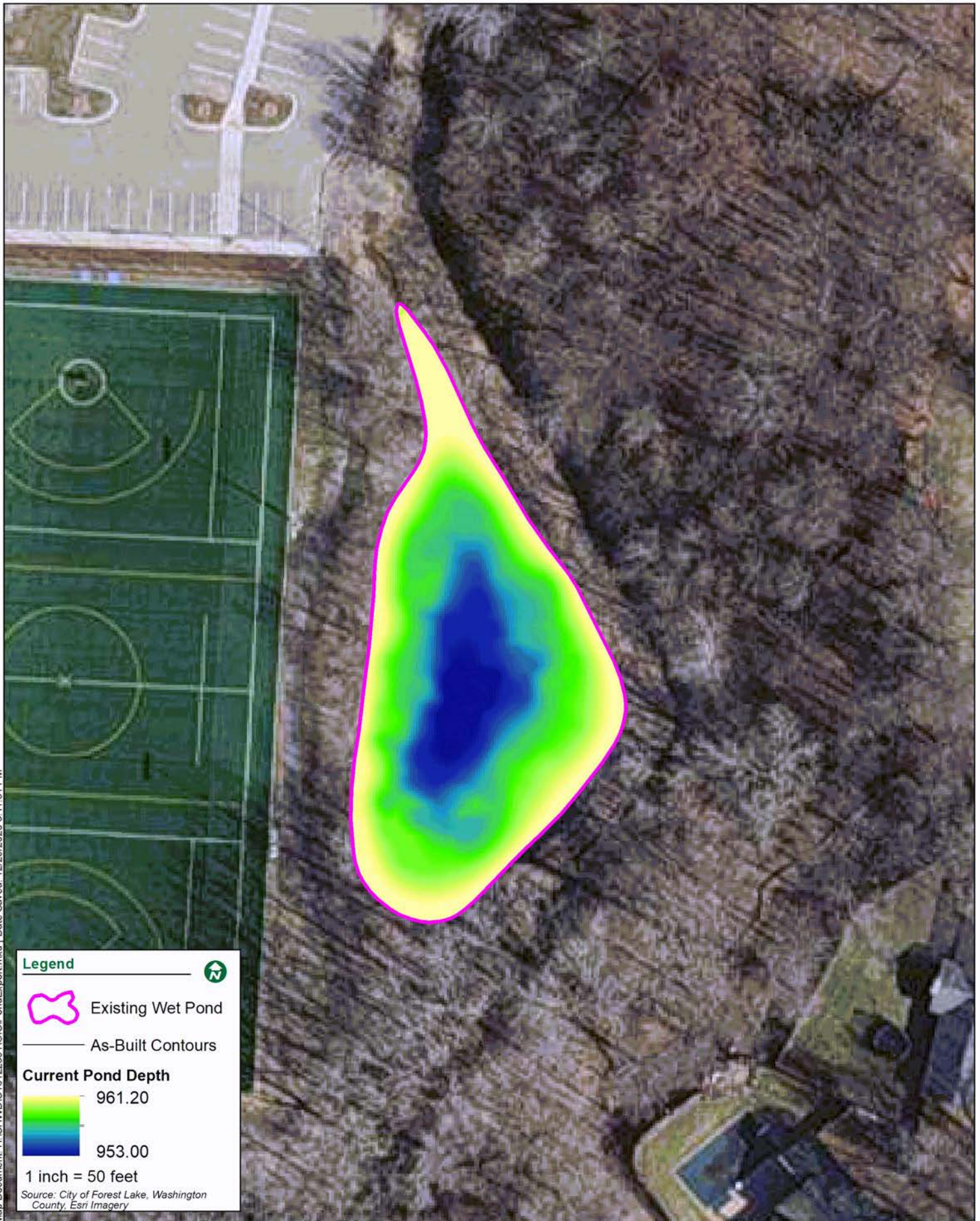








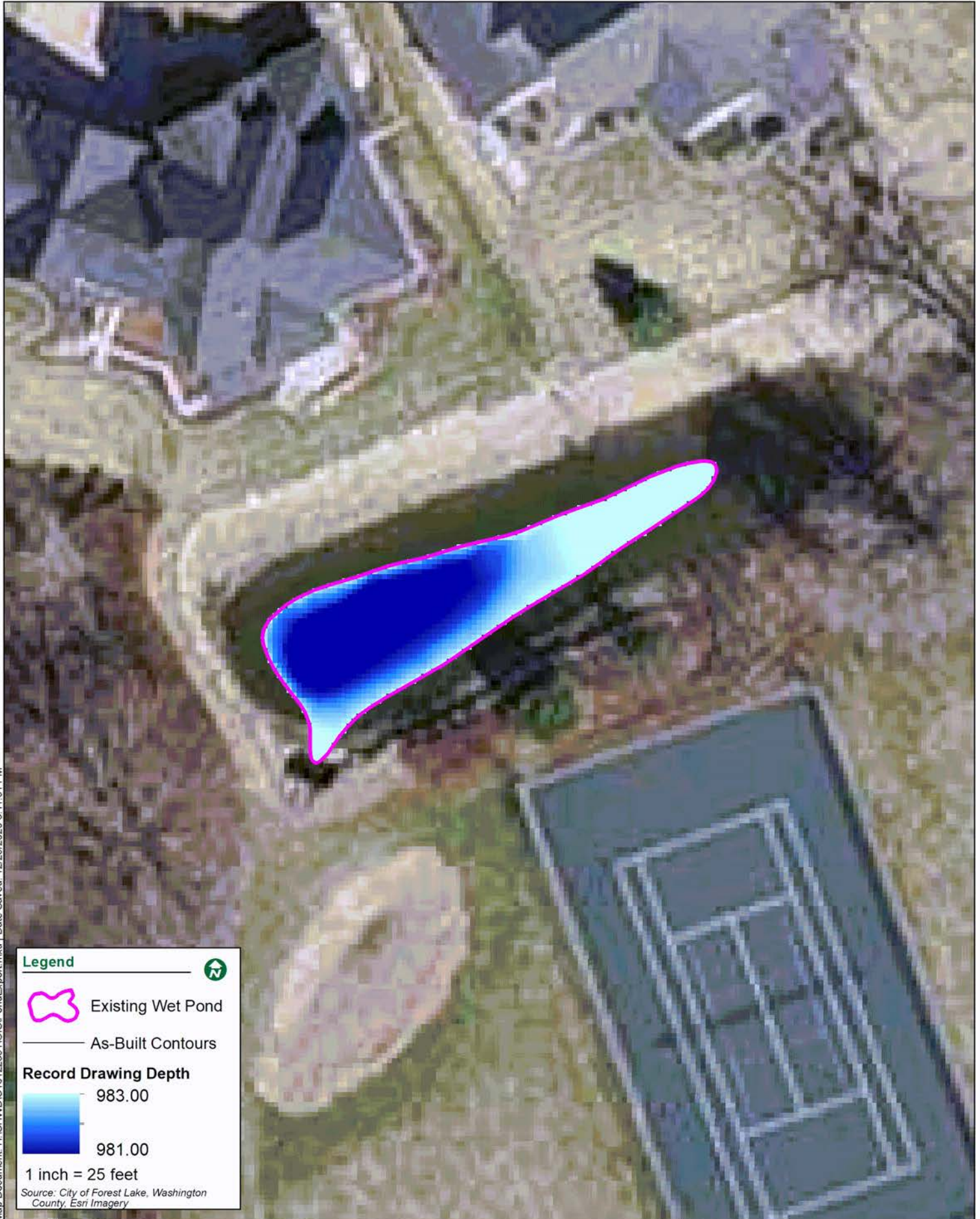




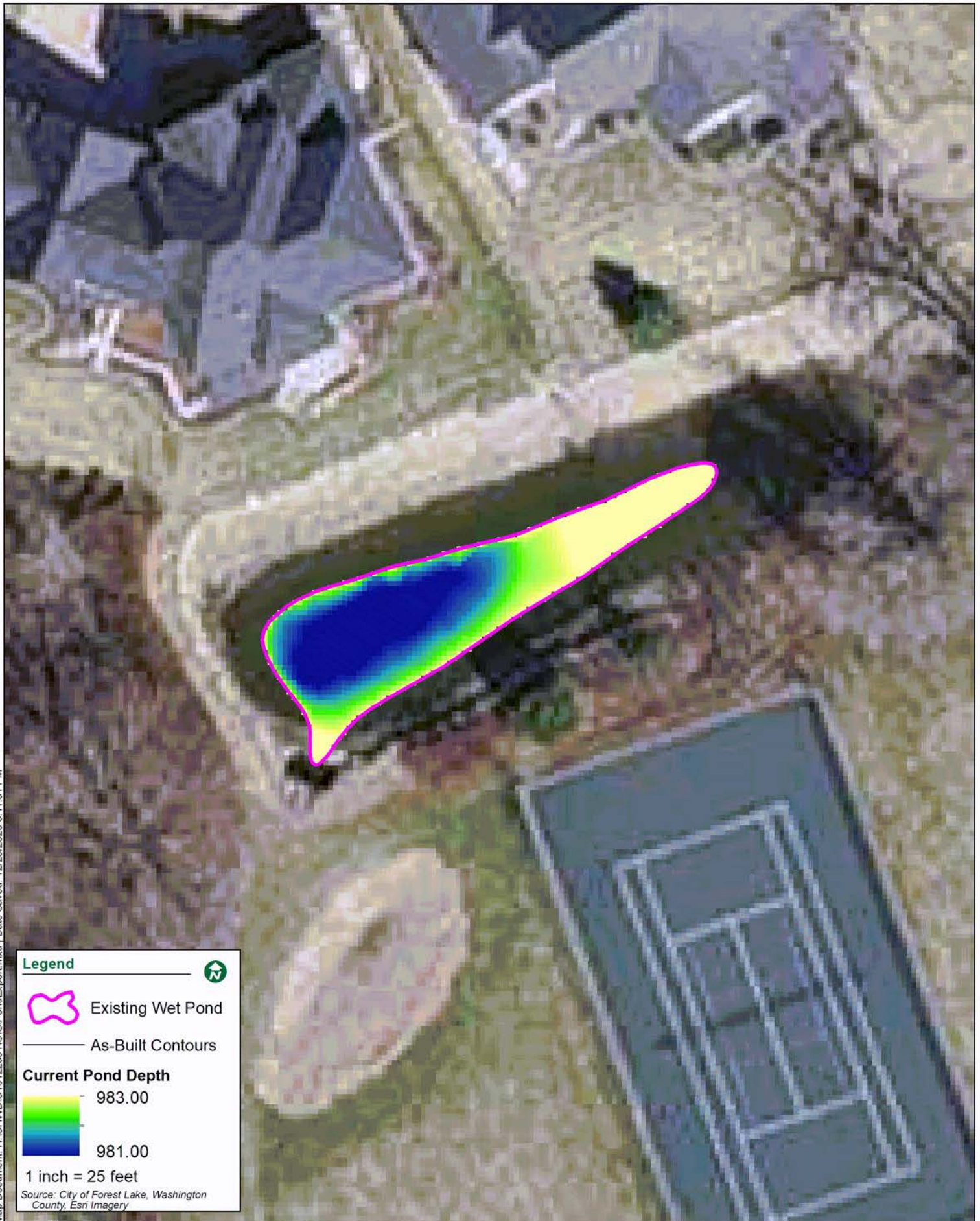




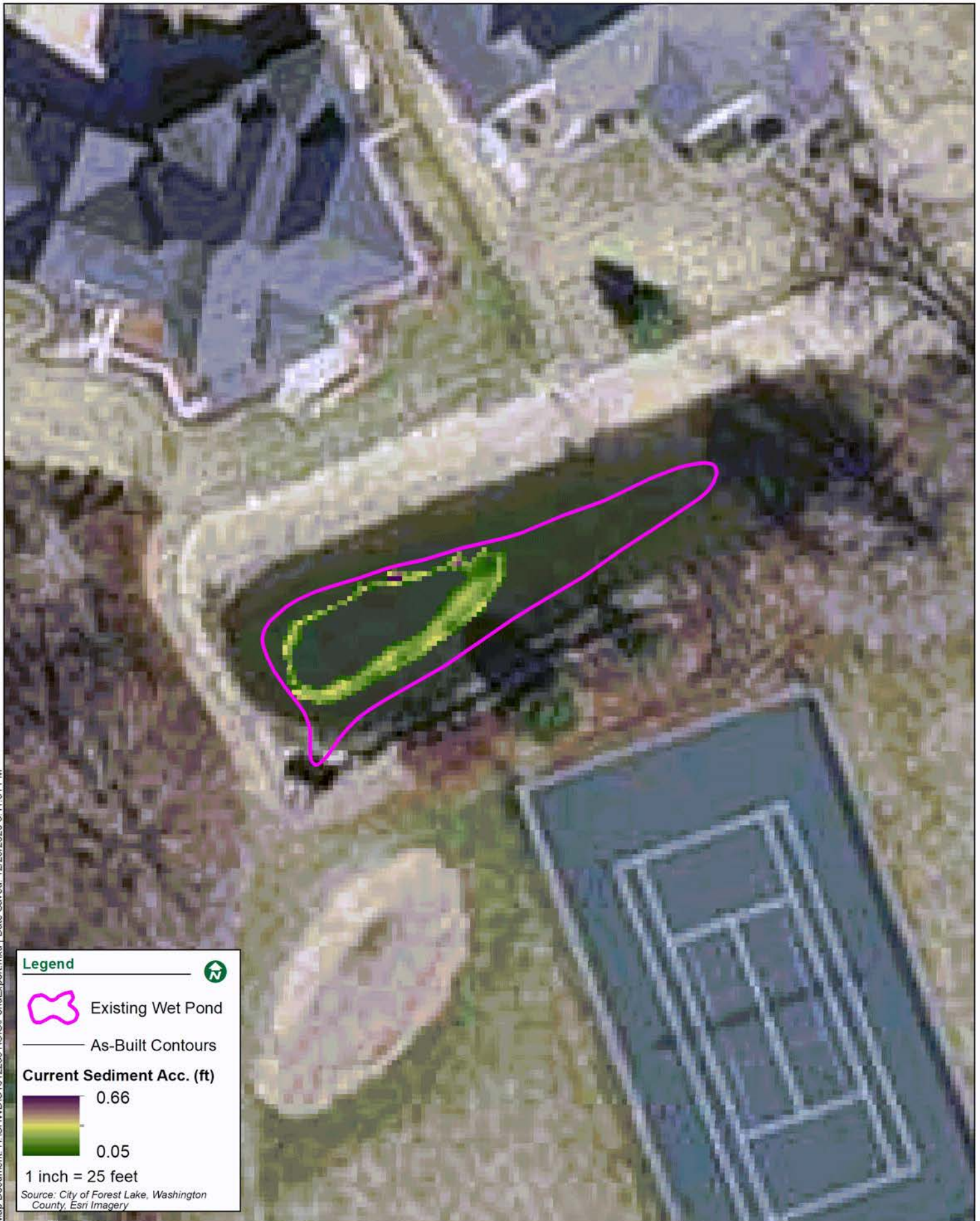
















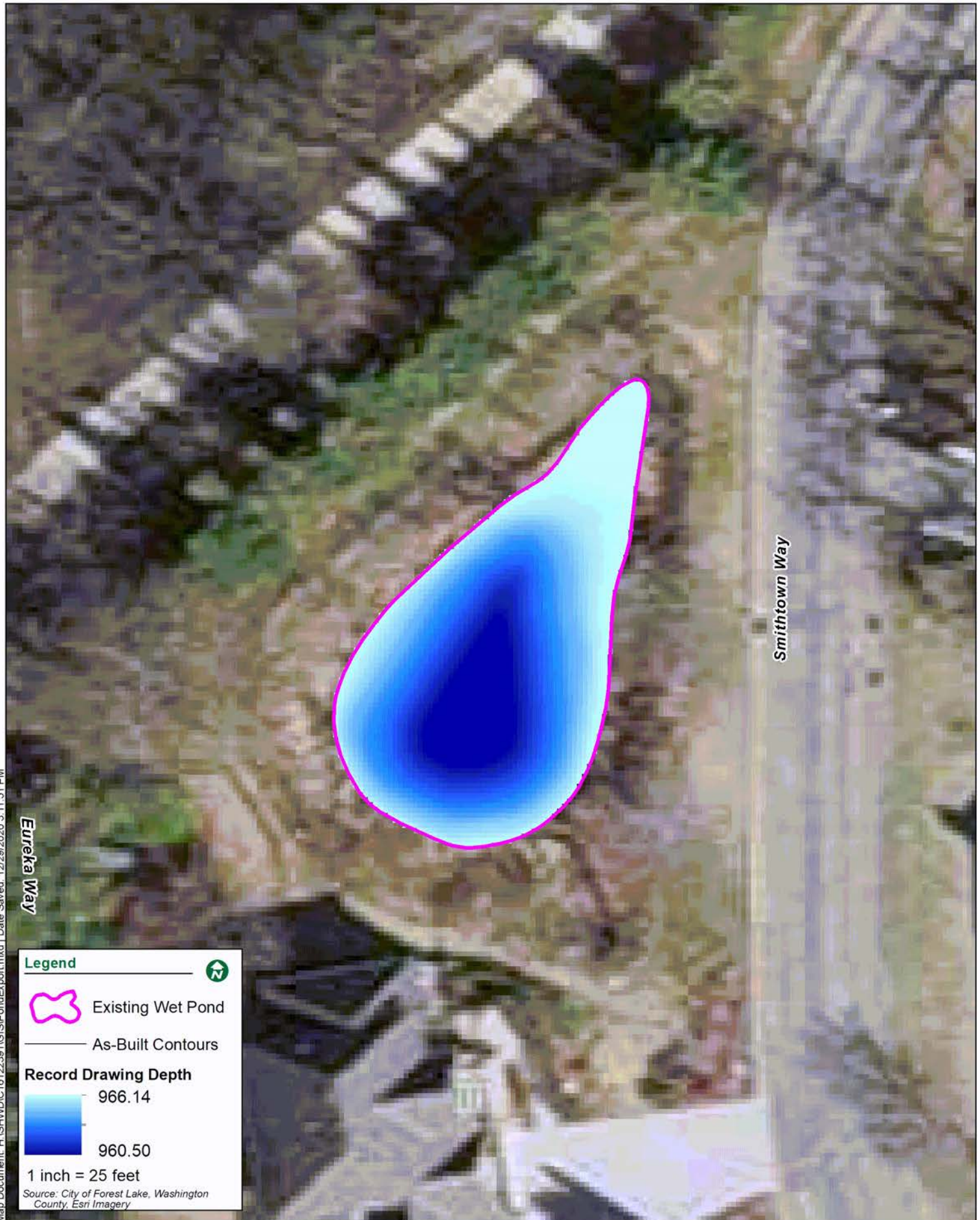




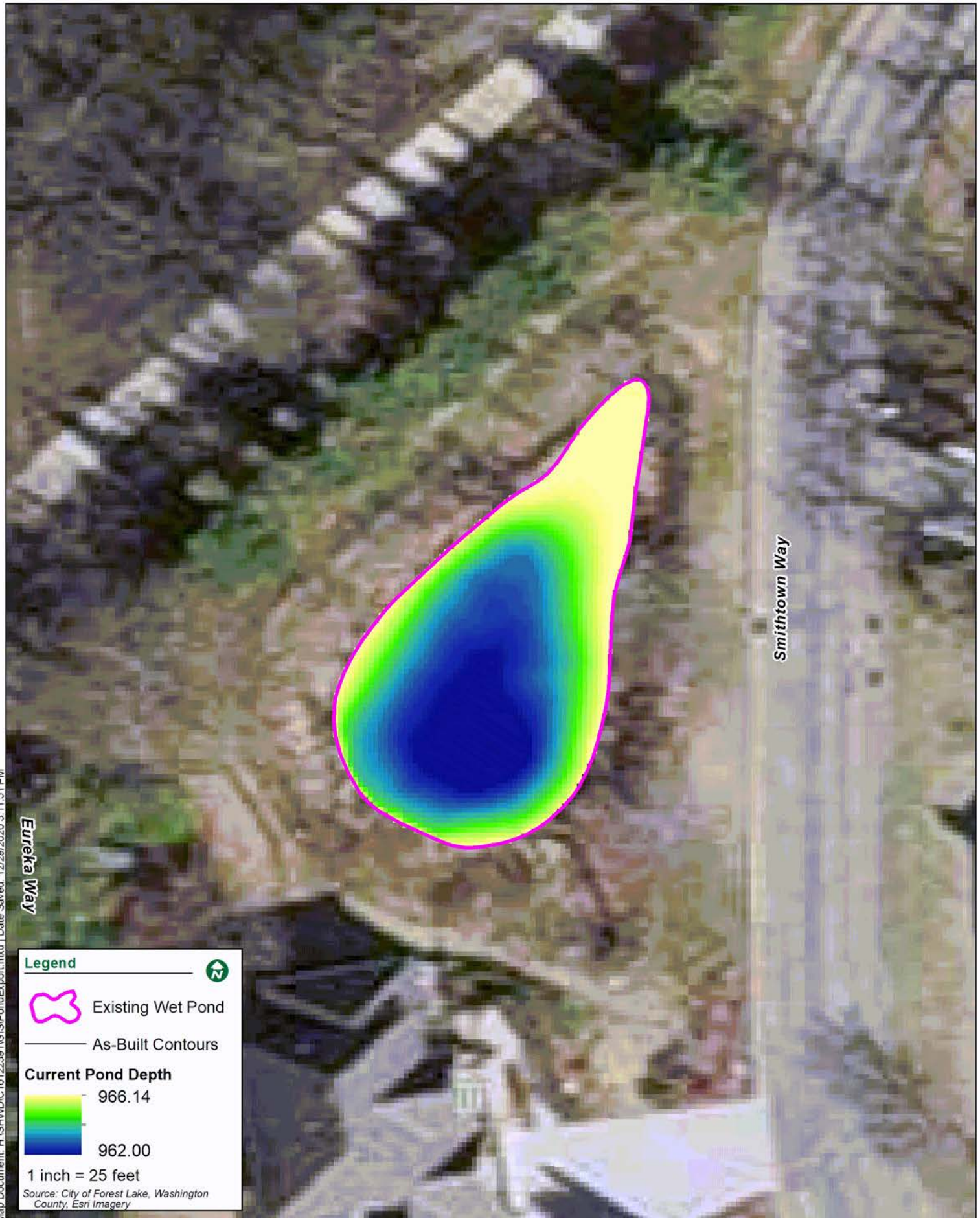




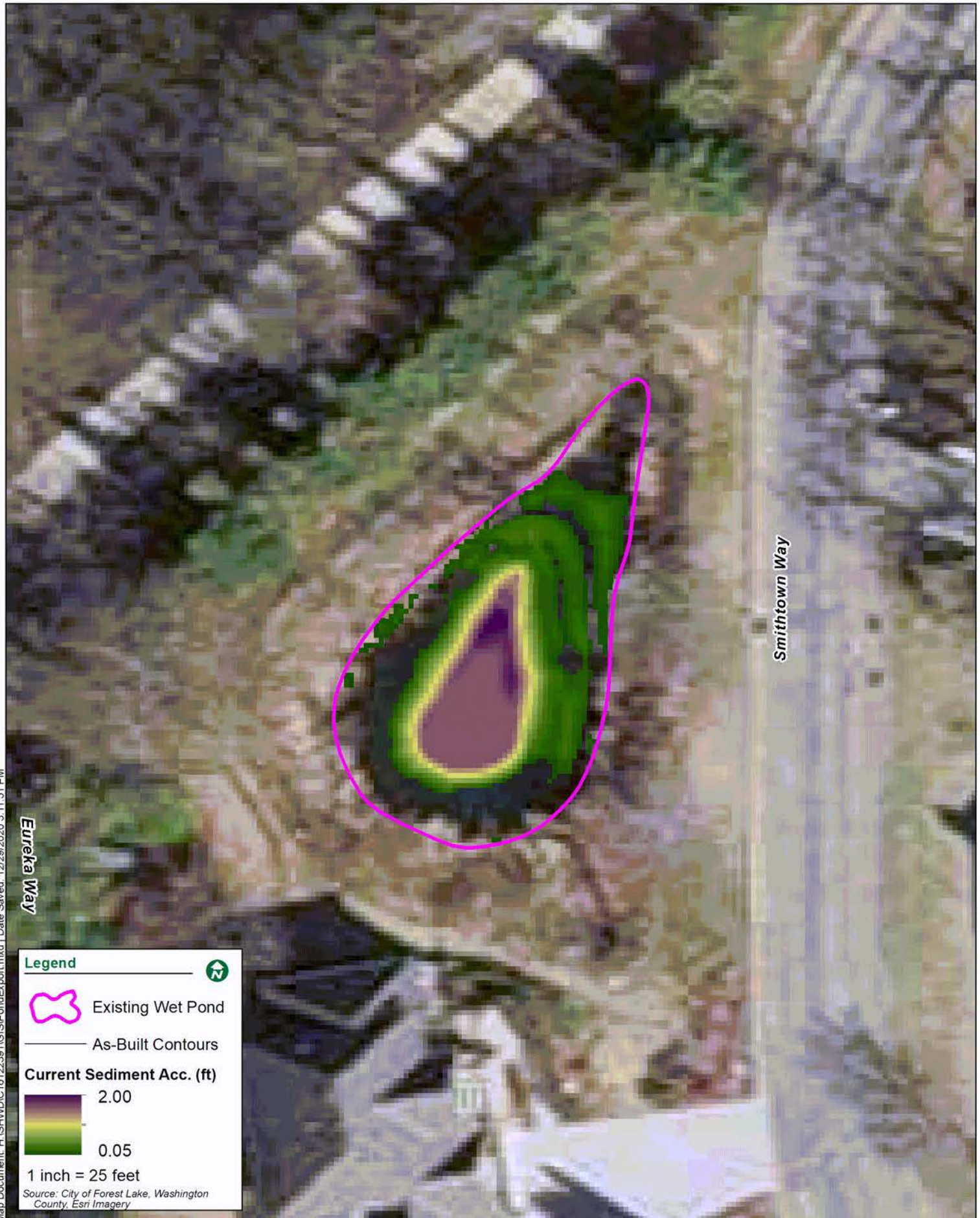




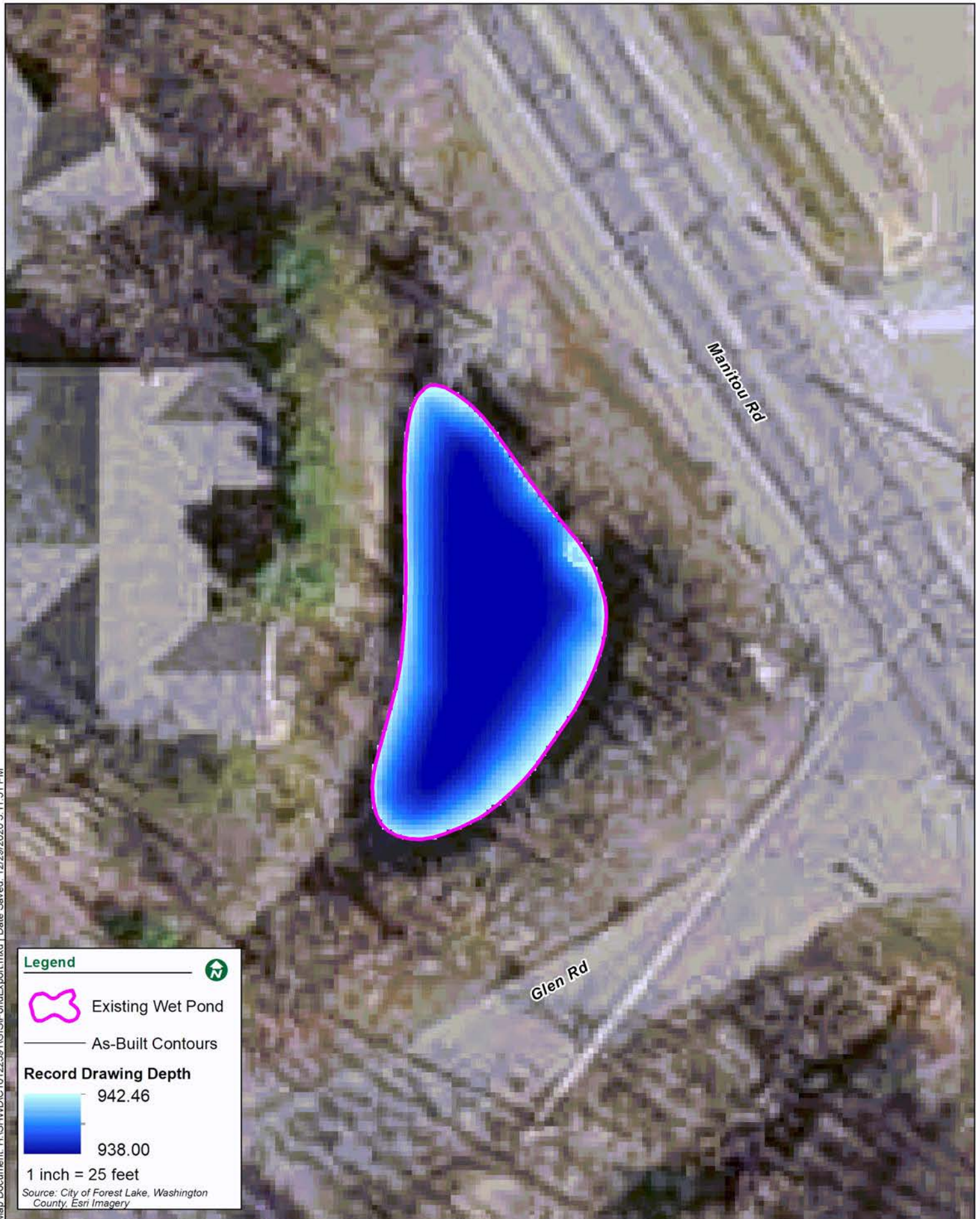












Legend



Existing Wet Pond



As-Built Contours

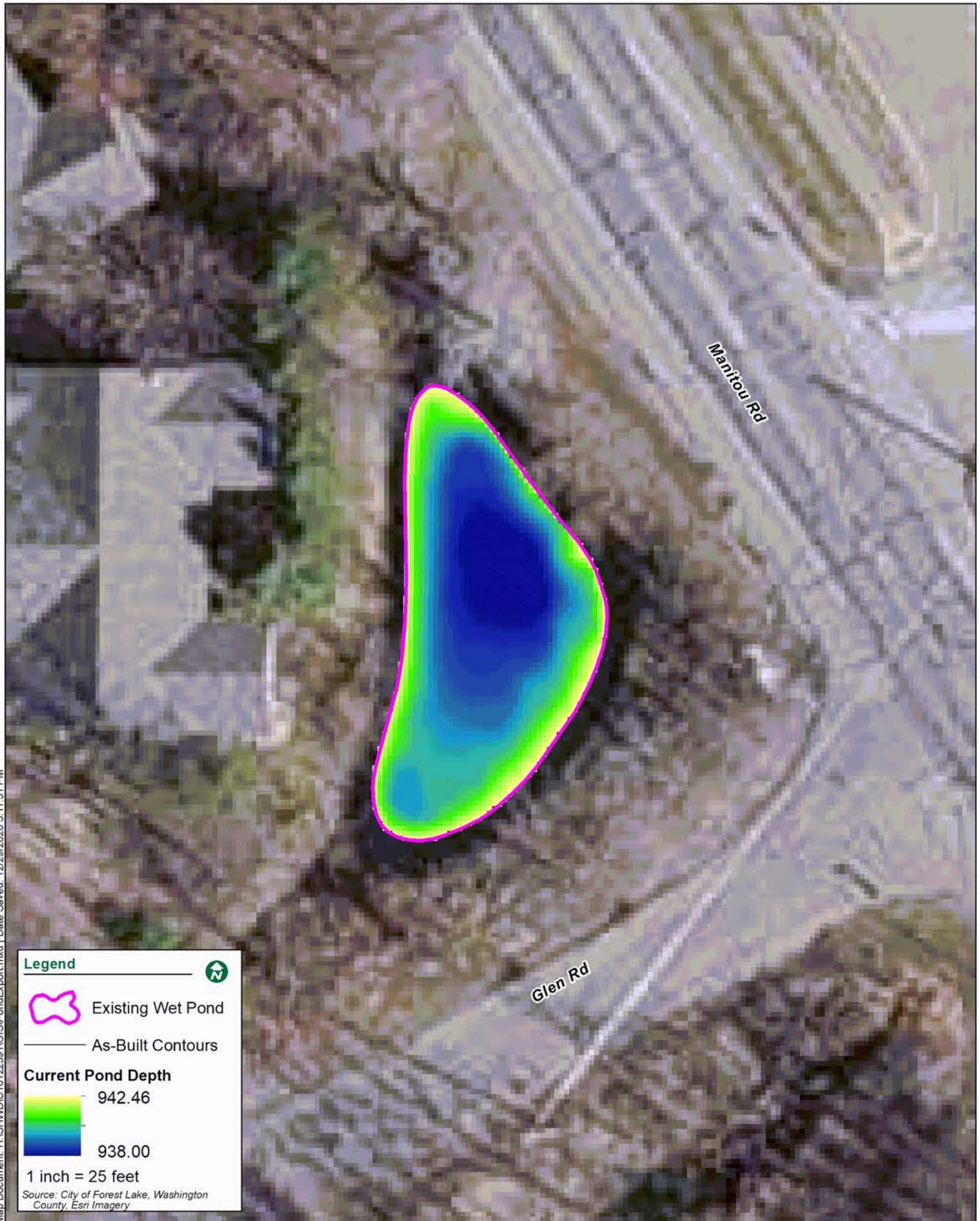
Record Drawing Depth



1 inch = 25 feet

Source: City of Forest Lake, Washington  
County, Esri Imagery

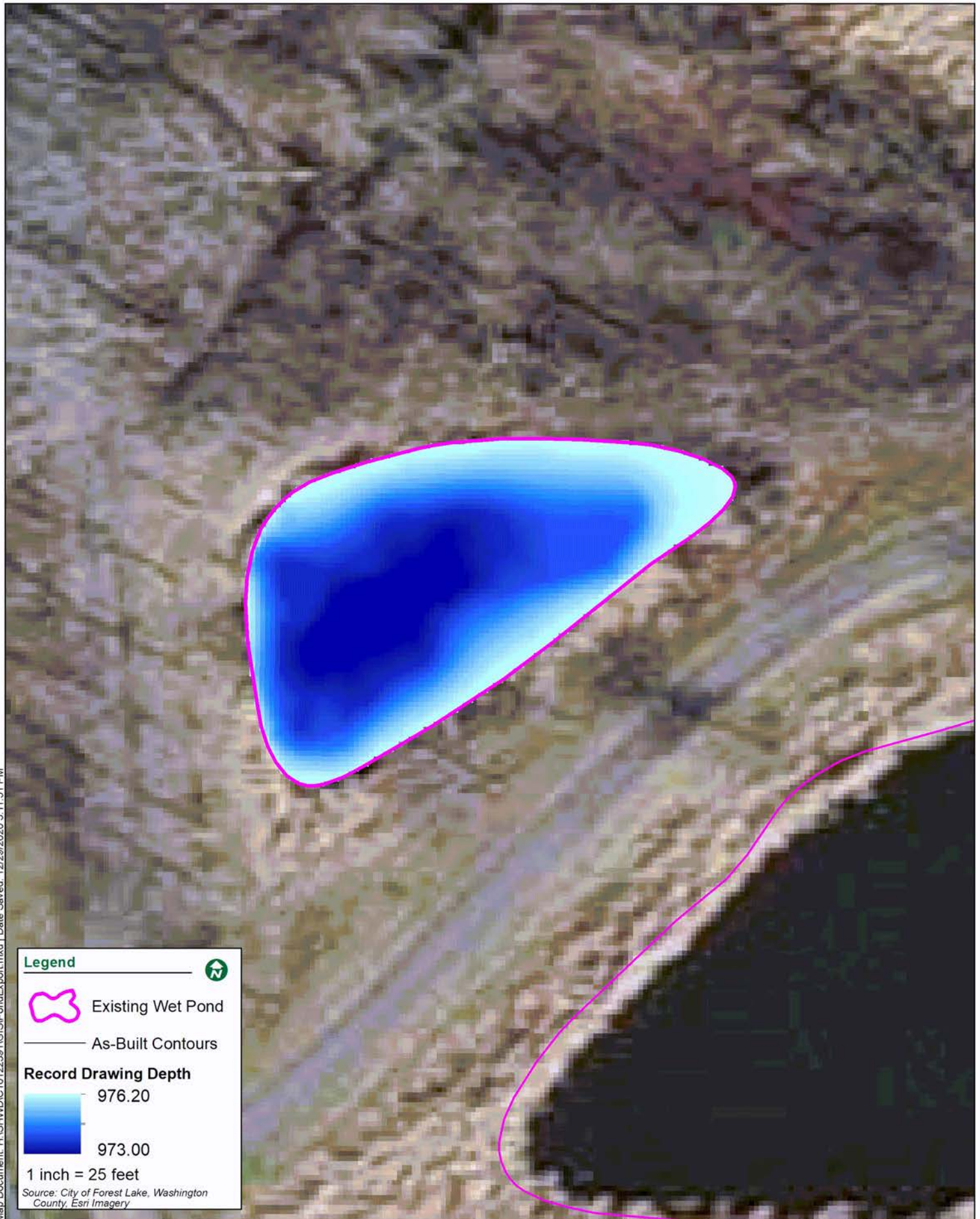




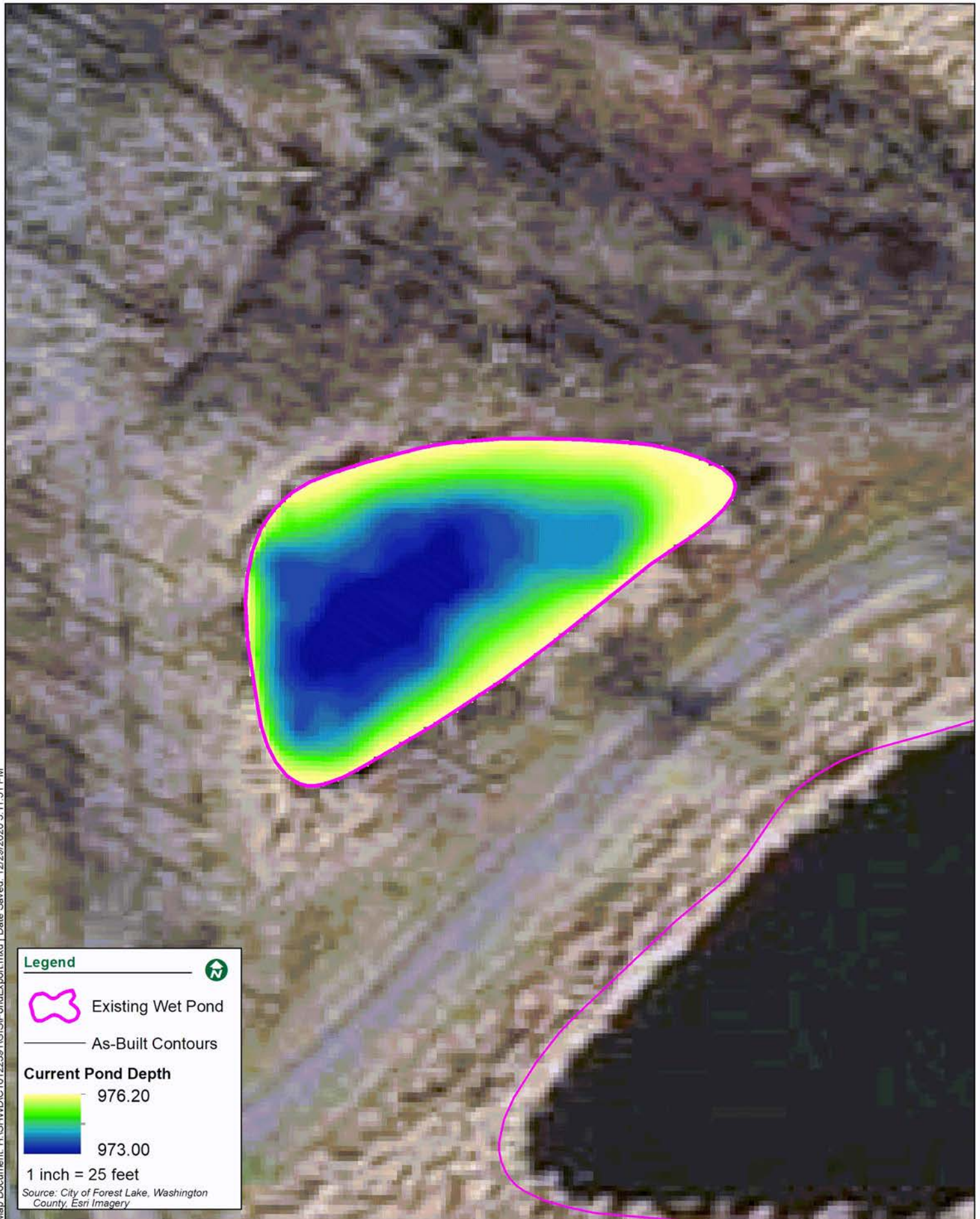








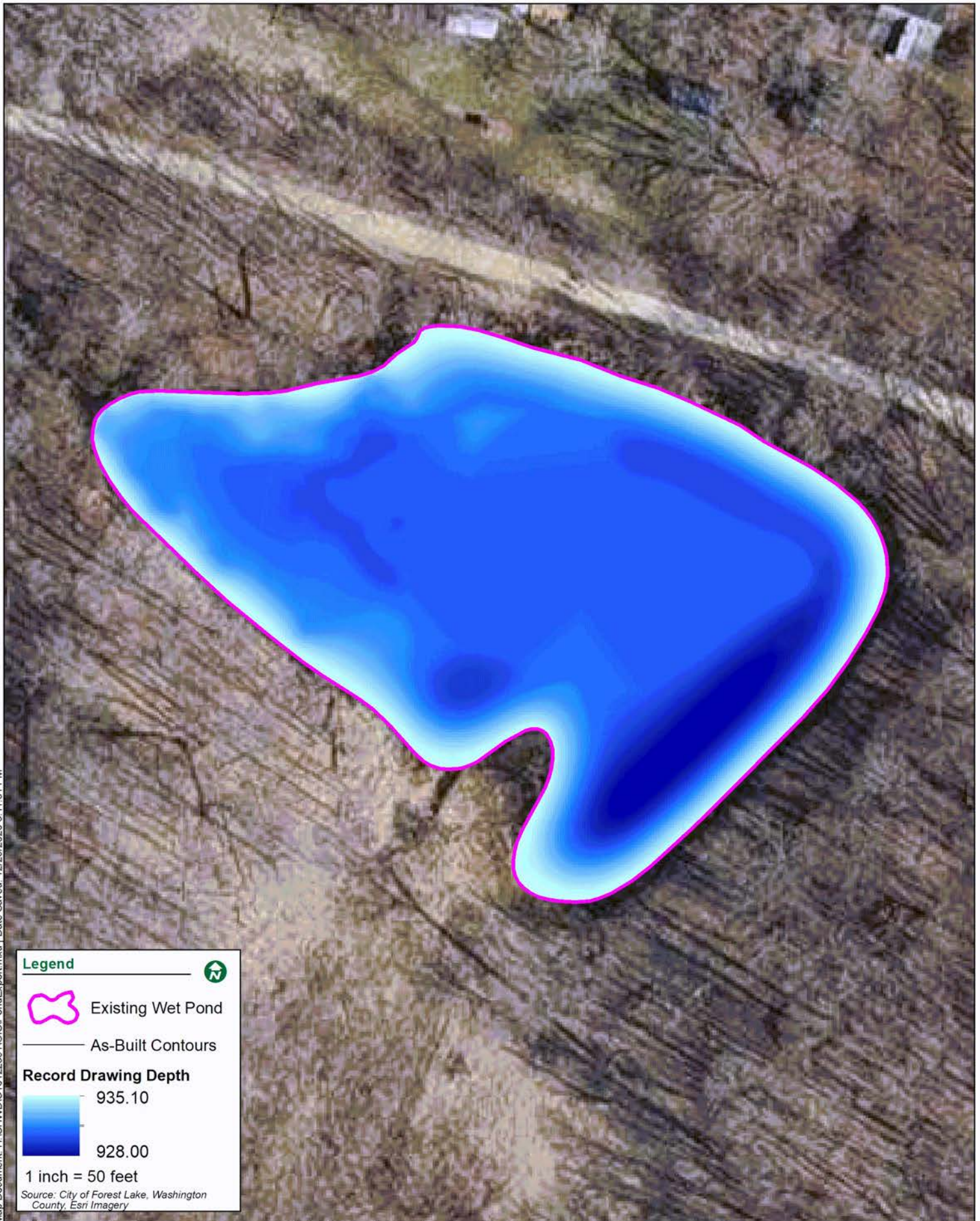




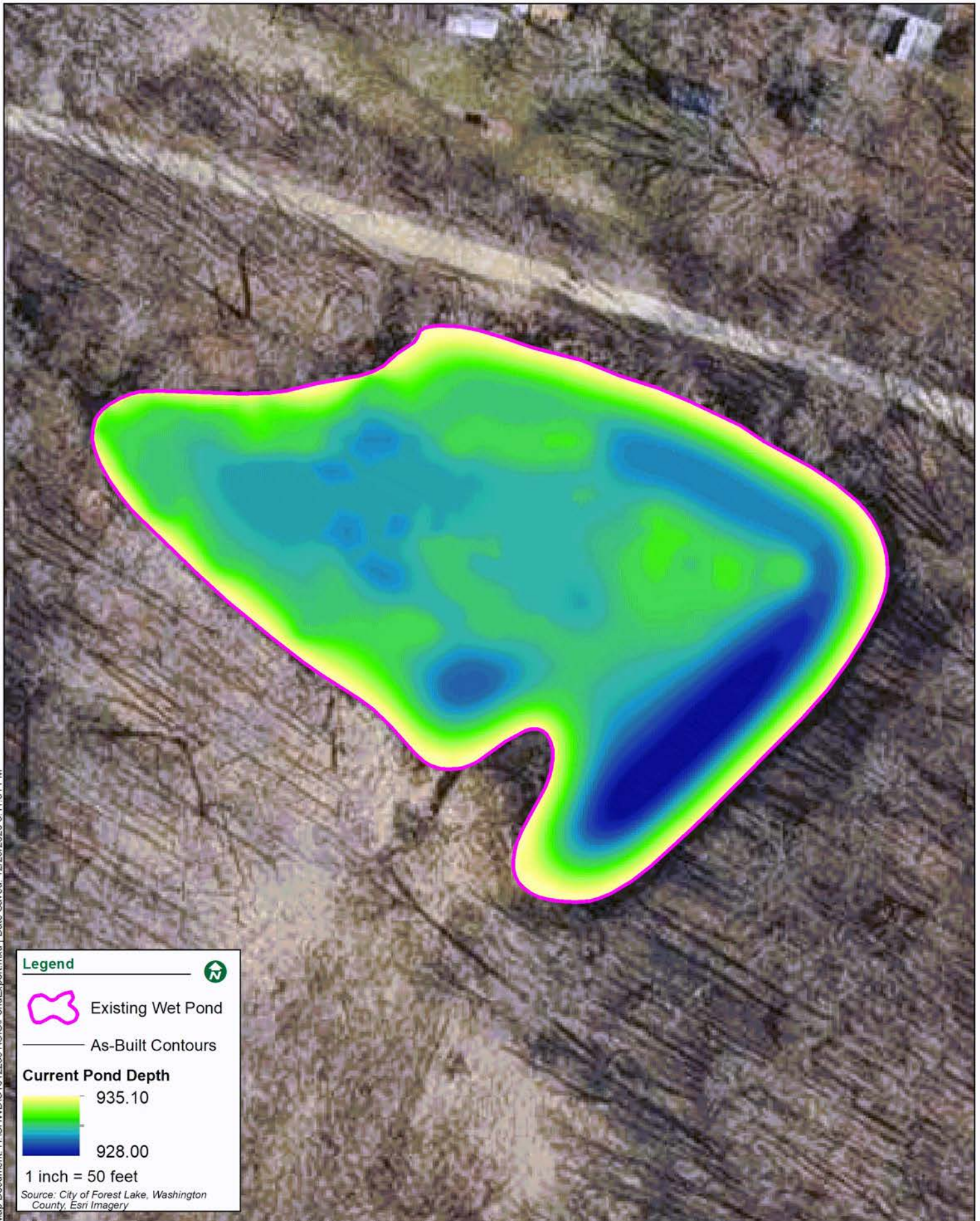




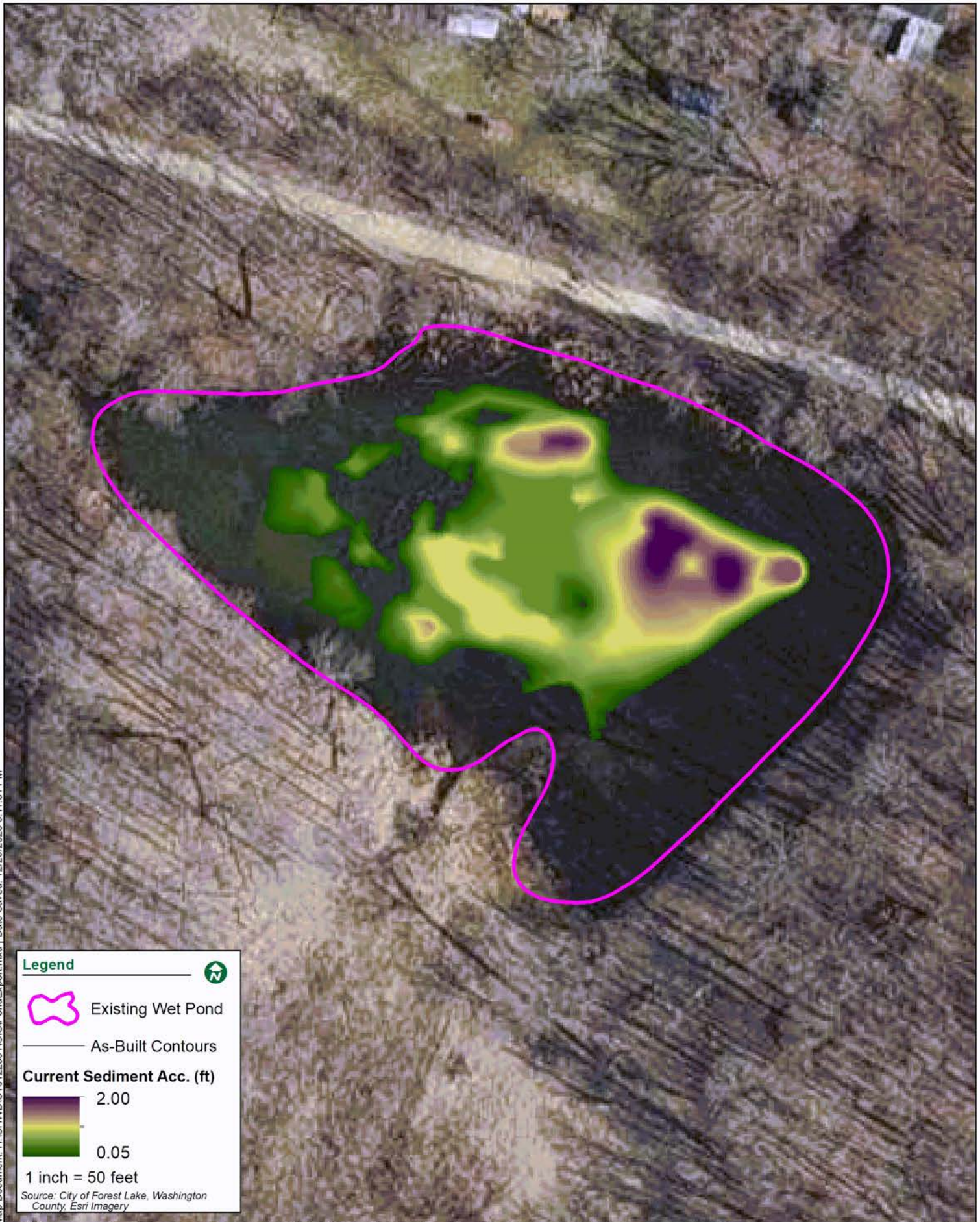
















Smithtown Rd

Legend



Existing Wet Pond



As-Built Contours

Current Sediment Acc. (ft)



0.49

0.05

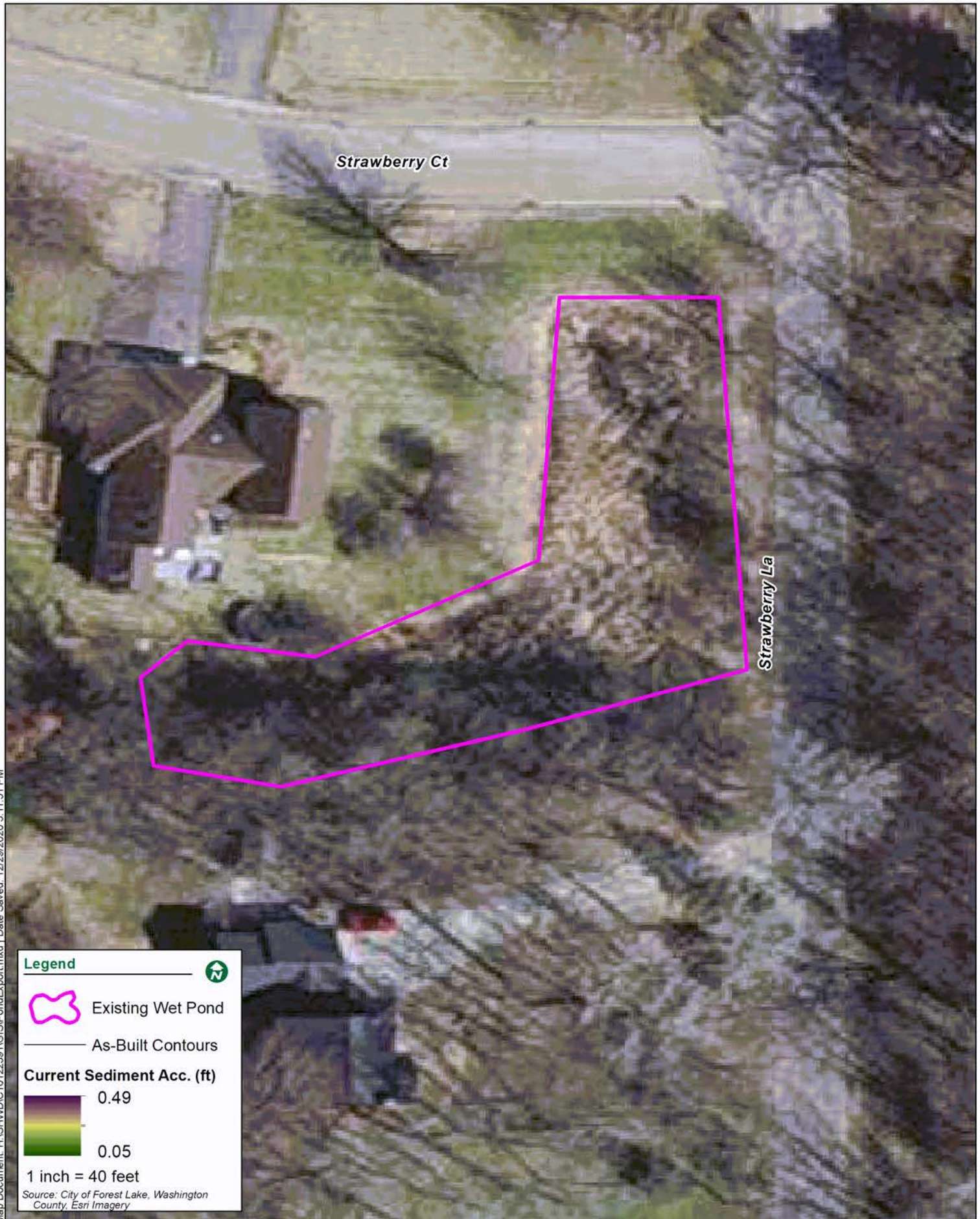
1 inch = 25 feet

Source: City of Forest Lake, Washington  
County, Esri Imagery













## City of Shorewood Council Meeting Item

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**Title/Subject:** Birch Bluff Communication Plan  
**Meeting Date:** Monday, December 13, 2021  
**Prepared by:** Andrew Budde, City Engineer  
**Reviewed by:** Larry Brown, Director of Public Works  
**Attachments:** None

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**Background:** Staff and Council have received feedback from residents about communication on past projects during its scoping and design phases. To improve two-way communications in both seeking comment/feedback/input from residents and providing alternative concepts for evaluation during the scoping and design phases, staff would like to implement an online communication tool called a Story Map.

The Story Map is one method to share information with residents at various stages of the project. Initially the Story Map will be set up to seek existing comments and concerns from residents related to the project area. This information will be used to generate various concepts that attempt to address the concerns and allow for better scoping and neighborhood feedback during this phase of the project. Then the Story Map can be updated to incorporate applications that can allow residents to provide comment & input on concepts and then also track and report all the comments for easy summary to council. If needed, questionnaires can be included to seek specific feedback on a particular topic.

The major benefit of the Story Map is that it will allow for an interactive engagement by citizens and can allow for the feedback to be provided 24 days/7 days a week. Staff will present an overview of the Birch Bluff Story Map at the council meeting. A link to the storm map is located here: [Birch Bluff Road & Lee Circle Reconstruction \(arcgis.com\)](https://arcgis.com). Staff is also working on developing a communication flow chart that will allow residents, staff, and council to better understand when the appropriate time to provide input and feedback on a project. This document will be incorporated into the Story Map and posted on the city website.

**Financial Considerations:** This project has been budgeted for in the Capital Improvement Plan (CIP) in the year 2023 for a total of \$3,468,607. The cost to develop and administer the Story Map have been included in this budgeted amount.

**Recommendation/Action Requested:** No formal action at this time.





## City of Shorewood Council Meeting Item

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**Title/Subject:** Donation Policy

Meeting Date: December 13, 2021

Prepared By: Greg Lerud, City Administrator

Reviewed By: Tim Keane, City Attorney

9A

MEETING  
TYPE  
REGULAR

**Attachments:** Draft Policy and Donation Form

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**Background:** At the October 25 work session, staff presented information about public purpose expenditures, which includes donations. Following policy direction from the council, staff has prepared the draft donation policy and application form.

**Finance/Budget Considerations:** To be determined as the City Council makes decisions based on received requests.

**Recommendation:** Staff recommends adoption of the policy as presented, or as the Council may amend the policy or form during the discussion. Passage requires simple majority approving the attached Resolution.

# DONATION POLICY

Minnesota Statute permits the city to make donations to certain organizations or for activities, provided they meet the definition of a “public purpose expenditure.” The definition of a public purpose evolves over time through Legislative action, court decisions, and State Auditor or State Attorney General Opinions.

Individuals or organizations requesting a donation shall complete the form provided by the city. Once completed, the initial criteria the city will use to determine if a request for a donation or contribution is an allowable public expenditure is to review the request using the following table:

Test/Question	Answer	Public Expenditure Not Authorized	Public Expenditure Authorized
1. Does a statute specifically authorize the specific expenditure?	Yes		<b>X</b>
	No	<b>X</b>	
2. Does the expenditure benefit the community as a whole?	Yes		<b>X</b>
	No	<b>X</b>	
3. Is the expenditure directly related to the function of government?	Yes		<b>X</b>
	No	<b>X</b>	
4. Does the expenditure has as its primary objective the benefit of a private interest?	Yes	<b>X</b>	

Should the request receive a yes on the initial review, staff will examine the request in greater detail to determine and articulate the basis that the donation can be brought to the city council for consideration, or the reason why the donation cannot be considered and inform the applicant.

The City Council finds that establishing conditions and requirements for the use of city donated funds is necessary to ensure the funds are used for the benefit of Shorewood residents. If the donation is determined to be an allowable expenditure on the part of the city, as a condition of City Council approval, the requestor and the organization receiving the donation, agree to be bound by the conditions listed in this policy, as it may be amended from time to time, or any other conditions the City Council may determine at the time they are considering the request.

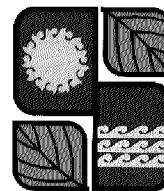
1. All donations must be for activities that are available to the residents of Shorewood.
2. All donation requests must be made at least 90 days in advance of the event.<sup>1</sup>
3. The city council shall give priority consideration to events or activities that occur within Shorewood.
4. A follow-up report shall be made to the city council within 30 days of the conclusion of the event or activity that received a city contribution.

5. Donated funds shall not be used for purchases of alcohol, or any other purchases not permitted by state statute.
6. The organization receiving a donation shall provide the city a year-end detail report of activities, including revenues and expenditures of the organization.

<sup>1</sup> No request for a donation shall be required for city-sponsored events that are included in the annual budget.

Adopted \_\_\_\_\_





# Request for Donation

Name of Organization \_\_\_\_\_ Date \_\_\_\_\_

Name of person completing form \_\_\_\_\_

Address of Organization \_\_\_\_\_  
Street City

Type of donation Cash ☐ In-Kind ☐

Requested Donation Amount \$ \_\_\_\_\_

Name or Description of Event where funds will be used \_\_\_\_\_  
(attach any literature produced about the event)

Location of event \_\_\_\_\_

What will funds be used for (be specific) \_\_\_\_\_

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

By making this request, I understand and agree to the following conditions:

1. All donations must be for activities that are available to the residents of Shorewood.
2. All donation requests must be made at least 90 days in advance of the event.<sup>1</sup>
3. The city council shall give priority consideration to events or activities that occur within Shorewood.
4. A follow-up report shall be made to the city council within 30 days of the conclusion of the event or activity that received a city contribution.
5. Donated funds shall not be used for purchases of alcohol, or any other purchases not permitted by state statute.
6. The organization receiving a donation shall provide the city a year-end detail report of activities, including revenues and expenditures of the organization.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

FOR STAFF ONLY

Is request allowable: \_\_\_\_\_ YES \_\_\_\_\_ NO

Statutory Authority \_\_\_\_\_

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

**RESOLUTION 21 – 153**

**A RESOLUTION APPROVING A DONATION POLICY**

**WHEREAS**, the city receives requests for contributions and donations to organizations that host events open to the public; and,

**WHEREAS**, the city recognizes that these events are important to create and support a sense of community; and, ,

**WHEREAS**, the city has the duty to ensure that public monies are to be spent for a public purpose and for the benefit of Shorewood residents,

**NOW THEREFORE, BE IT RESOLVED** by the Shorewood City Council, that in order to establish accountability for the use of donated public funds, the City Council hereby approves the attached donation policy.

Adopted this 12<sup>th</sup> day of October, 2021.

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**Jennifer Labadie, Mayor**

**ATTEST:**

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**Sandie Thone, City Clerk**



## City of Shorewood Council Meeting Item

#9B

MEETING TYPE  
REGULAR

**Title / Subject:** Adoption of the 2022 General Fund Budget and Property Tax Levy Collectible in 2022

**Meeting Date:** December 13, 2021

**Prepared by:** Joe Rigdon, Finance Director

**Reviewed by:** Greg Lerud, City Administrator

**Attachment:** Resolution  
2022 General Fund Summary Budget

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### Policy Consideration:

Adoption of this resolution will allow staff to certify the General Fund budget and property tax levy to Hennepin County as required by Minnesota statutes.

### Background:

On September 13, 2021, the City of Shorewood adopted the proposed 2022 General Fund budget. In addition, the city adopted the "2022 Proposed Levy Certification" for submission to the Hennepin County Auditor. On December 6, 2021, a truth in taxation meeting was held at which the public was invited to discuss the budget and property tax levy.

### Expenditures:

Overall proposed 2022 General Fund expenditures (excluding transfers out) are budgeted at \$5,932,098 or a 4.4% increase from the 2021 General Fund budget. Total transfers out are budgeted at no change in 2022. 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. For 2021, 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 2022 General Fund budget draft includes a detail of taxes section.

### Revenues:

For the 2022 budget, no use of reserves is included, resulting in a structurally balanced budget. 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. That compared to a budgeted use of General Fund reserves of \$56,385 in the 2020 budget. Due to a combination of revenues being over budget and expenditures being under budget, a use of reserves did not actually occur in 2020 and is also not expected to occur in 2021. However, 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 2022 revenues and transfers in are preliminarily budgeted at \$5,932,098 (equivalent to expenditures and transfers out), or an 8.1% increase from the 2021 budget. The increase is due to the proposed General Fund taxes increasing in order to cover 2022 expenditure increases and to balance prior year budgets.



Non-tax revenues make up 12.2% of the budget and are projected to increase by 2.1%.

Property Tax Levy:

The City's 2022 overall proposed property tax levy of \$6,173,291 is 3.3% or \$199,548 higher than the 2021 total levy of \$5,973,743. The General Fund portion of the property tax levy is proposed to increase by \$429,000, or 9.0%, with all other non-General Fund tax levies (capital and debt levies) budgeted to decrease \$229,452, or 19.2%. The largest impact in the expenditures increase is within public safety, accounting for \$112,985 of the overall increase of \$250,679.

Based on property tax capacity estimates of a 4.7% increase, the City is proposing to decrease the payable 2022 City tax rate by 1.2% from 27.659% in 2021 to 27.314% in 2022.

Individual fund property tax levies are as follows:

General Fund	\$5,207,853
Debt Service Funds (EDA):	
2017A Public Project Lease Revenue	
Refunding Bonds	\$96,065
Debt Service Funds (City):	
2020A G.O. Street Reconstruction Bonds	\$232,482
2021A G.O. Street Reconstruction Bonds	\$282,891
Capital Project Funds:	
Equipment Replacement	\$118,000
Street Improvements	\$118,000
Park Improvements	<u>\$118,000</u>
	<u>\$6,173,291</u>

The tax impact (percentage change in taxes) to homeowners may be different than the 3.3% percentage increase in the total levy, ranging from a 1.2% decrease (for a home with no change in market value) to an approximate 3.5% increase (for a home with a 4% increase in market value). A decrease may occur 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 2021, a 1.2% decrease to the local tax rate is included in the proposed budget.

**Financial or Budget Considerations:**

The adoption of this resolution records the City Council's spending priorities for 2022 and the amount of property taxes to be raised.

**Options:**

The City Council may choose to:

1. Approve the resolution adopting the 2022 General Fund operating budget and approving the property tax levy collectible in 2022.
2. Make revisions to the 2022 property tax levy and/or 2022 General Fund operating budget.

**Recommendation / Action Requested:**

Staff recommends that the City Council adopt the resolution as submitted.

**Next Steps and Timelines:**

The final tax levy will be applied by Hennepin County to create property tax statements that will be mailed in April, 2022, for collection on May 15 and October 15, 2022.

**Connection to Vision / Mission:**

This process contributes to sound financial management by providing financial resources to pay for desired city services.

**CITY OF SHOREWOOD**

**RESOLUTION NO. 21-154**

**A RESOLUTION ADOPTING THE 2022 GENERAL FUND OPERATING BUDGET  
AND APPROVING THE PROPERTY TAX LEVY COLLECTIBLE IN 2022**

**WHEREAS**, the 2022 Budget and property tax levies collectible in 2022 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 6, 2021, 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 \$5,932,098 is adopted to pay for 2022 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	\$5,207,853
Debt Service Funds (EDA):	
2017A Public Project Lease Revenue	
Refunding Bonds	\$96,065
Debt Service Funds (City):	
2020A G.O. Street Reconstruction Bonds	\$232,482
2021A G.O. Street Reconstruction Bonds	\$282,891
Capital Project Funds:	
Equipment Replacement	\$118,000
Street Improvements	\$118,000
Park Improvements	<u>\$118,000</u>
	<u>\$6,173,291</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 13<sup>th</sup> day of December, 2021.



**ATTEST:**

\_\_\_\_\_  
**Jennifer Labadie, Mayor**

\_\_\_\_\_  
**Sandie Thone, City Clerk**

**City of Shorewood  
Notable Budget Changes  
2021 to 2022**

<b>Department</b>	<b>Account</b>	<b>Budget Change (\$) 2021 to 2022</b>	<b>Comment</b>
<b><u>GENERAL FUND</u></b>			
Revenues	Taxes	429,000	9.0% increase to the General Fund portion of the property tax levy; offset by decrease to Non-General Fund levies
Revenues	Municipal State Aid for Streets	(4,000)	adjust MSA - maintenance funding
Revenues	Cellular Antenna Revenue	15,000	adjust antenna lease revenue
Administration	Maintenance of Equipment	(8,500)	shifted maintenance to municipal buildings department
Elections	All	28,650	2022 is an on year for elections
Planning	Contractual Services	(10,000)	rewriting of subdivision ordinance in 2021
Municipal Buildings	Maintenance of Equipment	15,000	shifted maintenance from Administration department
Municipal Buildings	Communications - Voice/Data	16,000	contracted information technology services
Municipal Buildings	Insurance	15,000	increase for property/liability insurance
Police	Contractual Services	60,522	operating budget increase of \$56,811, or 4.2% capital budget increase of \$3,711 or 1.8%
Fire	Contractual Services	36,998	operating budget increase of \$45,564, or 10.4% capital budget decrease of \$8,566 or 3.2%
Protective Inspections	Contractual Services	7,700	contractual inspections
Public Works	Contractual Services	(15,000)	decrease in budgeted tree program
Ice & Snow Removal	General Supplies	10,000	ice and snow removal materials
Park Maintenance	Trees Purchased	9,400	tree sales program

**City of Shorewood**  
**Notable Budget Changes**  
**2021 to 2022**

<b>Department</b>	<b>Account</b>	<b>Budget Change (\$) 2021 to 2022</b>	<b>Comment</b>
<b><u>Water Fund</u></b>			
Water	Maintenance of Equipment	5,000	equipment repairs/maintenance
Water	Maintenance of Buildings	5,000	buildings repair/maintenance including steel doors at wells
Water	Small Tools/Minor Equipment	5,700	utility locator
Water	Water Meter Purchases	10,000	water meters
Water	Other Improvements	20,000	SCADA system upgrades
<b><u>Sewer Fund</u></b>			
Sewer	MCES SAC Charges	74,951	adjust to 2022 Met Council estimate
Sewer	Excelsior sewer charges	0	charges are being reviewed
Sewer	Machinery and Equipment	15,000	pressure transducers lift station
Sewer	Other Improvements	25,000	SCADA system upgrades
<b><u>Storm Water Fund</u></b>			
Storm Water	Franchise Fees	315,000	Franchise fees formerly recorded in Streets Fund
Storm Water	Bond Interest	8,768	interest on 2020-2021 bonds included
<b><u>Recycling Fund</u></b>			
Recycling	Contractual Services	41,600	adjust to 2022 recycling contracted services



**General Fund  
2022 Budget  
Summary**

Account Number	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21 2021	Preliminary Budget 2022	Budget Change 2022	Percentage Change 2022
<b>REVENUES</b>									
<b>TAXES</b>									
TOTAL LEVY			5,856,611		5,973,743	0	6,173,291	199,548	3.3%
LESS: NON-GENERAL FUND LEVIES			0		(1,194,890)	0	(965,438)	229,452	-19.2%
Taxes	5,342,946	5,522,014	5,856,611	5,859,652	4,778,853	0	5,207,853	429,000	9.0%
Licenses & Permits	565,687	514,891	232,225	535,219	232,225	500,354	232,225	0	0.0%
Intergovernmental	125,140	120,445	123,500	740,716	133,000	100,599	129,450	(3,550)	-2.7%
Charges for Services	57,761	65,656	52,860	49,882	52,860	70,354	54,570	1,710	3.2%
Fines & Forfeitures	67,734	65,575	60,000	52,115	60,000	43,516	60,000	0	0.0%
Special Assessments	3,846	10,822	5,000	5,395	5,000	2,616	5,000	0	0.0%
Miscellaneous	225,690	275,260	211,000	272,006	201,000	203,406	218,000	17,000	8.5%
<b>TOTAL REVENUES</b>	<b>6,388,804</b>	<b>6,574,663</b>	<b>6,541,196</b>	<b>7,514,985</b>	<b>5,462,938</b>	<b>920,845</b>	<b>5,907,098</b>	<b>444,160</b>	<b>8.1%</b>
<b>OTHER FINANCING SOURCES</b>									
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%
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b>	<b>6,413,804</b>	<b>6,599,663</b>	<b>6,566,196</b>	<b>7,539,985</b>	<b>5,487,938</b>	<b>945,845</b>	<b>5,932,098</b>	<b>444,160</b>	<b>8.1%</b>
<b>EXPENDITURES</b>									
<b>GENERAL GOVERNMENT</b>									
Council	77,233	79,283	84,100	83,240	88,600	79,462	88,600	0	0.0%
Administration	443,412	469,296	502,656	500,607	554,733	464,378	568,730	13,997	2.5%
Elections	16,161	483	26,000	36,783	550	0	29,200	28,650	5209.1%
Finance	186,792	189,457	202,745	203,648	210,542	209,730	218,674	8,132	3.9%
Professional Services	236,627	233,753	252,000	238,767	278,000	241,678	279,000	1,000	0.4%
Planning	233,651	242,068	230,434	257,846	266,196	293,900	272,790	6,594	2.5%
Municipal Buildings	169,005	183,484	197,250	203,328	203,200	290,748	249,200	46,000	22.6%
<b>TOTAL GENERAL GOVERNMENT</b>	<b>1,362,881</b>	<b>1,397,824</b>	<b>1,495,185</b>	<b>1,524,219</b>	<b>1,601,821</b>	<b>1,579,896</b>	<b>1,706,194</b>	<b>104,373</b>	<b>6.5%</b>
<b>PUBLIC SAFETY</b>									
Police	1,453,368	1,487,082	1,507,501	1,522,180	1,552,548	1,557,722	1,616,070	63,522	4.1%
Fire	651,925	678,797	693,325	693,325	707,909	706,969	744,907	36,998	5.2%
Protective Inspections	216,732	243,911	184,551	140,558	168,045	135,463	180,510	12,465	7.4%
<b>TOTAL PUBLIC SAFETY</b>	<b>2,322,025</b>	<b>2,409,790</b>	<b>2,385,377</b>	<b>2,356,063</b>	<b>2,428,502</b>	<b>2,400,154</b>	<b>2,541,487</b>	<b>112,985</b>	<b>4.7%</b>

General Fund  
2022 Budget  
Summary

Account Number	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21 2021	Preliminary Budget 2022	Budget Change 2022	Percentage Change 2022
<b><u>STREETS</u></b>									
Engineer	83,057	74,007	90,250	166,908	162,000	105,335	162,000	0	0.0%
Public Works	791,093	821,070	991,688	849,209	943,296	695,968	949,187	5,891	0.6%
Ice and Snow Removal	140,111	148,819	113,070	94,486	119,333	80,641	130,218	10,885	9.1%
<b>TOTAL STREETS</b>	<b>1,014,261</b>	<b>1,043,896</b>	<b>1,195,008</b>	<b>1,110,603</b>	<b>1,224,629</b>	<b>881,944</b>	<b>1,241,405</b>	<b>16,776</b>	<b>1.4%</b>
<b><u>PARKS AND RECREATION</u></b>									
Park Maintenance	221,580	193,177	258,939	208,457	258,332	194,697	274,040	15,708	6.1%
Recreation	52,953	58,697	65,657	64,145	65,835	53,546	66,672	837	1.3%
<b>TOTAL PARKS AND RECREATION</b>	<b>274,533</b>	<b>251,874</b>	<b>324,596</b>	<b>272,602</b>	<b>324,168</b>	<b>248,243</b>	<b>340,713</b>	<b>16,545</b>	<b>5.1%</b>
<b>TOTAL EXPENDITURES</b>	<b>4,973,700</b>	<b>5,103,384</b>	<b>5,400,166</b>	<b>5,263,487</b>	<b>5,579,120</b>	<b>5,110,237</b>	<b>5,829,798</b>	<b>250,679</b>	<b>4.5%</b>
<b><u>OTHER FINANCING USES</u></b>									
Transfers Out	1,182,745	1,646,305	1,222,415	1,222,415	102,300	102,300	102,300	0	0.0%
<b>TOTAL EXPENDITURES AND OTHER FINANCING USES</b>	<b>6,156,445</b>	<b>6,749,689</b>	<b>6,622,581</b>	<b>6,485,902</b>	<b>5,681,420</b>	<b>5,212,537</b>	<b>5,932,098</b>	<b>250,679</b>	<b>4.4%</b>
<b>EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES</b>	<b>257,359</b>	<b>(150,026)</b>	<b>(56,385)</b>	<b>1,054,083</b>	<b>(193,482)</b>	<b>(4,266,692)</b>	<b>(0)</b>	<b>193,481</b>	<b>-100.0%</b>

**General Fund**  
**2022 Budget**  
**Revenues by Line Item**

Account Number	Description	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21 2021	Preliminary Budget 2022	Budget Change 2022	Percentage Change 2022
<b>REVENUES</b>										
<b>TAXES</b>										
TOTAL LEVY				5,856,611		5,973,743		6,173,291	199,548	3.3%
LESS: NON-GENERAL FUND LEVIES				0		(1,194,890)		(965,438)	229,452	-19.2%
101-00-3010-0000	CURRENT AD VALOREM TAXES	5,215,215	5,349,102	5,856,611	5,686,368	4,778,853	2,392,717	5,207,853	429,000	9.0%
101-00-3011-0000	DELINQUENT AD VALOREM TAXES	(6,411)	29,195	0	21,739	0	14,314	0	0	N/A
101-00-3100-0000	FISCAL DISPARITIES	127,622	138,969	0	150,784	0	79,254	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	3,818	4,748	0	761	0	4,359	0	0	N/A
101-00-3192-0000	TAX FORFEIT SALE	2,702	0	0	0	0	0	0	0	N/A
Total Taxes		5,342,946	5,522,014	5,856,611	5,859,652	4,778,853	2,490,644	5,207,853	429,000	9.0%
<b>LICENSES &amp; PERMITS</b>										
101-00-3211-0000	LIQUOR LICENSES	5,069	2,930	3,500	2,093	3,500	3,540	3,500	0	0.0%
101-00-3212-0000	TOBACCO LICENSES	1,250	1,250	500	1,000	500	2,000	500	0	0.0%
101-00-3215-0000	REFUSE COLLECTION LICENSES	1,400	1,475	1,375	1,700	1,375	200	1,375	0	0.0%
101-00-3216-0000	TREE TRIMMING LICENSES	840	930	500	750	500	270	500	0	0.0%
101-00-3217-0000	RENTAL HOUSING LICENSES	(75)	0	0	0	0	0	0	0	N/A
101-24-3217-0000	RENTAL HOUSING LICENSES	6,815	3,105	2,400	2,925	2,400	2,775	2,400	0	0.0%
101-00-3218-0000	OTHER BUSINESS LICENSES&PEN	684	734	750	884	750	400	750	0	0.0%
101-00-3219-0000	LAWN FERTILIZER LICENSE	280	210	200	210	200	180	200	0	0.0%
101-00-3221-0000	BUILDING PERMITS	12,338	13,162	0	12,053	0	9,904	0	0	N/A
101-24-3221-0000	BUILDING PERMITS	381,203	354,924	180,000	383,366	180,000	376,445	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	152,424	133,018	40,000	126,288	40,000	102,660	40,000	0	0.0%
101-00-3223-0000	DOG LICENSES	1,824	1,878	2,000	1,525	2,000	1,555	2,000	0	0.0%
101-00-3224-0000	FARM ANIMAL PERMIT	100	150	0	450	0	150	0	0	N/A
101-00-3225-0000	HORSE PERMITS	0	25	0	25	0	25	0	0	N/A
101-00-3226-0000	OTHER NON-BUSINESS LICENSES AN	35	0	0	0	0	0	0	0	N/A
101-00-3235-0000	SOLICITOR PERMIT	1,500	1,100	1,000	1,950	1,000	250	1,000	0	0.0%
Total Licenses & Permits		565,687	514,891	232,225	535,219	232,225	500,354	232,225	0	0.0%
<b>INTERGOVERNMENTAL</b>										
101-00-3314-0000	BULLETPROOF VEST GRANT	1,429	0	0	996	500	2,956	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 VAL UE CREDIT AID	42	43	0	51	0	20	0	0	N/A
101-00-3344-0000	PERA AID	4,751	4,751	4,750	0	4,750	0	4,750	0	0.0%
101-00-3345-0000	MUNICIPAL STATE AID FOR STREET	97,073	97,903	97,000	105,859	106,000	97,168	102,000	(4,000)	-3.8%
101-00-3348-0000	PRES NOMINATION PRIMARY REIMB	0	0	0	7,540	0	0	0	0	N/A
101-00-3349-0000	CARES ACT ELECTION GRANT	0	0	0	5,967	0	0	0	0	N/A
101-00-3350-0000	CORONAVIRUS RELIEF FUND	0	0	0	579,593	0	0	0	0	N/A
101-00-3362-0000	MISC GRANTS	20,096	16,000	20,000	38,962	20,000	0	20,000	0	0.0%
101-00-3365-0000	EXCELSIOR ANNEX-DETACH	1,749	1,748	1,750	1,748	1,750	455	2,200	450	25.7%
Total Intergovernmental		125,140	120,445	123,500	740,716	133,000	100,599	129,450	(3,550)	-2.7%
<b>CHARGES FOR SERVICES</b>										



General Fund  
2022 Budget  
Revenues by Line Item

Account Number	Description	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21 2021	Preliminary Budget 2022	Budget Change 2022	Percentage Change 2022
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	13,925	19,435	10,000	13,294	10,000	21,725	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	0	225	0	0	0	(1,359)	0	0	N/A
101-00-3415-0000	SALE OF COPIES	1,129	490	250	98	250	1,362	250	0	0.0%
101-00-3417-0000	SPECIAL ASSESSMENT SEARCHES	175	100	0	125	0	75	0	0	N/A
101-00-3420-0000	ELECTION FILING FEES	8	0	10	10	10	0	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	35,790	38,310	35,000	22,907	35,000	30,493	35,000	0	0.0%
101-53-3471-0000	PARK FEES & RENTALS	0	0	0	(200)	0	0	0	0	N/A
101-00-3472-0000	TREE SALES	4,117	2,674	3,000	8,465	3,000	12,110	5,000	2,000	66.7%
101-00-3473-0000	PARK PROGRAM FEES	130	(65)	0	128	0	945	0	0	N/A
101-53-3473-0000	PARK PROGRAM FEES	0	0	0	0	0	(10)	0	0	N/A
101-00-3474-0000	ARCTIC FEVER DONATIONS	2,356	3,451	2,500	3,950	2,500	1,000	2,210	(290)	-11.6%
101-53-3476-0000	COMM GARDEN PLOT RENTAL	1,260	1,205	1,200	1,005	1,200	1,545	1,200	0	0.0%
101-53-3478-0000	SAFETY CAMP	421	(369)	500	0	500	455	500	0	0.0%
101-53-3479-0000	MUSIC IN THE PARK	(1,800)	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	0	0	1,813	0	0	N/A
101-00-3482-0000	Special Event Permit Fees	250	200	400	100	400	200	400	0	0.0%
Total Charges for Services		57,761	65,656	52,860	49,882	52,860	70,354	54,570	1,710	3.2%
<b><u>FINES &amp; FORFEITURES</u></b>										
101-00-3510-0000	FINES & FORFEITS	67,734	65,575	60,000	52,115	60,000	43,516	60,000	0	0.0%
101-00-3511-0000	IMPOUND FEES	0	0	0	0	0	0	0	0	N/A
Total Fines & Forfeitures		67,734	65,575	60,000	52,115	60,000	43,516	60,000	0	0.0%
<b><u>SPECIAL ASSESSMENTS</u></b>										
101-00-3610-0000	SPECIAL ASSESSMENT-CURRENT	3,846	10,822	5,000	5,395	5,000	2,616	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		3,846	10,822	5,000	5,395	5,000	2,616	5,000	0	0.0%
<b><u>MISCELLANEOUS</u></b>										
101-00-3620-0000	INTEREST EARNINGS	32,875	72,604	25,000	36,806	15,000	40	12,000	(3,000)	-20.0%
101-00-3623-0000	CONTRIBUTIONS AND DONATIONS	0	0	0	0	0	0	0	0	N/A
101-53-3623-0000	PARK DONATIONS	0	0	0	1,250	0	0	0	0	N/A
101-00-3624-0000	REFUNDS & REIMBURSEMENTS	20,036	23,362	15,000	47,866	15,000	39,095	20,000	5,000	33.3%
101-00-3626-0000	DRY HYDRANT CHARGES	0	0	0	0	0	0	0	0	N/A
101-00-3627-0000	CELLULAR ANTENNA REVENUE	171,496	178,155	170,000	185,478	170,000	163,386	185,000	15,000	8.8%
101-00-3630-0000	LEASE REVENUE	394	0	0	0	0	0	0	0	N/A
101-00-3670-0000	MISCELLANEOUS REVENUE	889	1,139	1,000	606	1,000	885	1,000	0	0.0%
Total Miscellaneous		225,690	275,260	211,000	272,006	201,000	203,406	218,000	17,000	8.5%
<b>TOTAL REVENUES</b>		6,388,804	6,574,663	6,541,196	7,514,985	5,462,938	3,411,489	5,907,098	444,160	8.1%

General Fund  
2022 Budget  
Revenues by Line Item

Account Number	Description	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21 2021	Preliminary Budget 2022	Budget Change 2022	Percentage Change 2022
<b>OTHER FINANCING SOURCES</b>										
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%
	<b>TOTAL OTHER FINANCING SOURCES</b>	25,000	25,000	25,000	25,000	25,000	25,000	25,000	0	0.0%
	<b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b>	6,413,804	6,599,663	6,566,196	7,539,985	5,487,938	3,436,489	5,937,098	444,160	8.1%
<b>TAXES</b>										
101	GENERAL FUND			5,856,611		4,778,853		5,207,853	429,000	9.0%
201	SCEC - BUILDING			0		0		0	0	N/A
201	SCEC - OPERATIONS			0		0		0	0	N/A
310	CITY HALL DEBT SERVICE			0		93,090		96,065	2,975	3.2%
320	2020A G.O. STREET RECONSTRUCTION BONDS			0		208,186		232,482	24,296	11.7%
321	2021A G.O. STREET RECONSTRUCTION BONDS			0		0		282,891	282,891	N/A
403	EQUIPMENT REPLACEMENT			0		100,000		118,000	18,000	18.0%
404	STREET IMPROVEMENTS			0		693,614		118,000	(575,614)	-83.0%
402	PARK IMPROVEMENTS			0		100,000		118,000	18,000	18.0%
		0	0	5,856,611	0	5,973,743	0	6,173,291	199,548	3.3%

General Fund  
2022 Budget  
Expenditures by Line Item

Account Number	Description	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21 2021	Preliminary Budget 2022	Budget Change 2022	Percentage Change 2022
<b><u>EXPENDITURES</u></b>										
DEPT 11	<b><u>COUNCIL</u></b>									
<b><u>PERSONAL SERVICES</u></b>										
101-11-4103-0000	PART-TIME	20,600	20,600	21,000	20,600	21,000	17,908	21,000	0	0.0%
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	1,576	1,600	1,370	1,600	0	0.0%
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	22,176	22,600	19,278	22,600	0	0.0%
<b><u>SUPPLIES</u></b>										
101-11-4245-0000	GENERAL SUPPLIES	3,366	4,386	2,000	837	2,000	5,570	2,000	0	0.0%
101-11-4302-0000	CONSULTING FEES	0	0	0	0	0	0	0	0	N/A
	Total Supplies	3,366	4,386	2,000	837	2,000	5,570	2,000	0	0.0%
<b><u>OTHER SERVICES AND CHARGES</u></b>										
101-11-4331-0000	TRAVEL, CONFERENCE & SCHOOL	10,943	7,599	3,000	560	3,000	150	3,000	0	0.0%
101-11-4346-0000	EVENTS	0	0	11,500	0	7,500	8,500	7,500	0	0.0%
101-11-4351-0000	PRINTING AND PUBLISHING	0	0	0	0	0	95	0	0	N/A
101-11-4400-0000	CONTRACTUAL SERVICES	1,529	1,154	2,000	6,640	8,500	1,401	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	39,219	43,968	43,000	44,527	45,000	44,468	45,000	0	0.0%
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	0	0	8,500	0	0	0	0	N/A
	Total Other Services and Charges	51,691	52,721	59,500	60,227	64,000	54,614	64,000	0	0.0%
	Total Council	77,233	79,283	84,100	83,240	88,600	79,462	88,600	0	0.0%



General Fund  
2022 Budget  
Expenditures by Line Item

Account Number	Description	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21 2021	Preliminary Budget 2022	Budget Change 2022	Percentage Change 2022
DEPT 13 <b>ADMINISTRATION</b>										
<b>PERSONAL SERVICES</b>										
101-13-4101-0000	FULL-TIME REGULAR	272,295	286,800	299,444	314,454	346,776	300,728	364,034	17,258	5.0%
101-13-4102-0000	OVERTIME	0	2,430	0	621	0	0	0	0	N/A
101-13-4103-0000	PART-TIME	12,616	22,765	26,312	30,003	20,166	14,605	19,469	(697)	-3.5%
101-13-4111-0000	SEVERANCE PAY	0	0	0	0	0	0	0	0	N/A
101-13-4121-0000	PERA CONTRIB - CITY SHARE	21,471	23,334	24,432	25,845	27,521	23,481	28,763	1,242	4.5%
101-13-4122-0000	FICA CONTRIB - CITY SHARE	21,782	23,246	24,920	25,848	28,071	23,199	29,338	1,267	4.5%
101-13-4131-0000	EMPLOYEE INSURANCE - CITY	45,885	44,605	45,881	45,706	53,275	50,167	56,590	3,315	6.2%
101-13-4141-0000	UNEMPLOYMENT COMPENSATION	0	0	0	0	0	0	0	0	N/A
101-13-4151-0000	WORKERS COMPENSATION	3,669	3,478	2,167	3,022	2,424	2,318	2,536	112	4.6%
Total Personal Services		377,718	406,658	423,156	445,499	478,233	414,498	500,730	22,497	4.7%
<b>SUPPLIES</b>										
101-13-4200-0000	OFFICE SUPPLIES	5,140	5,241	5,000	4,669	5,000	3,069	5,000	0	0.0%
101-13-4208-0000	POSTAGE	8,676	9,325	11,000	9,266	11,000	8,604	11,000	0	0.0%
101-13-4221-0000	MAINTENANCE OF EQUIPMENT	2,373	6,455	6,000	4,680	8,500	0	0	(8,500)	-100.0%
101-13-4245-0000	GENERAL SUPPLIES	740	870	1,000	594	1,000	458	1,000	0	0.0%
Total Supplies		16,929	21,891	23,000	19,209	25,500	12,131	17,000	(8,500)	-33.3%
<b>OTHER SERVICES AND CHARGES</b>										
101-13-4321-0000	COMMUNICATIONS - VOICE/DATA	0	1,638	0	0	0	0	0	0	N/A
101-13-4331-0000	TRAVEL, CONFERENCE & SCHOOL	6,502	6,401	10,000	1,690	8,500	3,726	8,500	0	0.0%
101-13-4351-0000	PRINTING AND PUBLISHING	2,778	10,959	12,500	8,866	12,500	10,454	12,500	0	0.0%
101-13-4400-0000	CONTRACTUAL SERVICES	24,626	13,024	24,000	13,834	18,000	15,446	18,000	0	0.0%
101-13-4433-0000	DUES AND SUBSCRIPTIONS	14,859	8,725	10,000	9,605	12,000	7,643	12,000	0	0.0%
101-13-4488-0000	COVID-19 Expenditures	0	0	0	1,904	0	480	0	0	N/A
Total Other Services and Charges		48,765	40,747	56,500	35,899	51,000	37,749	51,000	0	0.0%
Total Administration		443,412	469,296	502,656	500,607	554,733	464,378	568,730	13,997	2.5%

General Fund  
2022 Budget  
Expenditures by Line Item

Account Number	Description	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21 2021	Preliminary Budget 2022	Budget Change 2022	Percentage Change 2022
DEPT 14	<b><u>ELECTIONS</u></b>									
	<b><u>PERSONAL SERVICES</u></b>									
101-14-4107-0000	ELECTION JUDGE	9,977	0	16,500	20,847	0	0	17,000	17,000	N/A
	Total Personal Services	9,977	0	16,500	20,847	0	0	17,000	17,000	N/A
	<b><u>SUPPLIES</u></b>									
101-14-4200-0000	OFFICE SUPPLIES	721	0	1,000	1,387	0	0	1,200	1,200	N/A
101-14-4208-0000	ELECTION POSTAGE	0	296	0	918	50	0	2,000	1,950	3900.0%
101-14-4221-0000	MAINTENANCE OF EQUIPMENT	2,715	187	3,000	2,571	500	0	3,000	2,500	500.0%
101-14-4245-0000	GENERAL SUPPLIES	1,946	0	2,500	3,852	0	0	3,000	3,000	N/A
	Total Supplies	5,382	483	6,500	8,728	550	0	9,200	8,650	1572.7%
	<b><u>OTHER SERVICES AND CHARGES</u></b>									
101-14-4331-0000	TRAVEL, CONFERENCE & SCHOOL	743	0	1,000	2,355	0	0	1,000	1,000	N/A
101-14-4351-0000	PRINTING AND PUBLISHING	59	0	1,000	415	0	0	1,000	1,000	N/A
101-14-4400-0000	CONTRACTUAL SERVICES	0	0	0	252	0	0	0	0	N/A
101-14-4440-0000	MISC SERVICES CONTINGENCY	0	0	1,000	0	0	0	1,000	1,000	N/A
101-14-4488-0000	COVID-19 Expenditures	0	0	0	4,186	0	0	0	0	N/A
	Total Other Services and Charges	802	0	3,000	7,208	0	0	3,000	3,000	N/A
	Total Elections	16,161	483	26,000	36,783	550	0	29,200	28,650	5209.1%

General Fund  
2022 Budget  
Expenditures by Line Item

Account Number	Description	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21 2021	Preliminary Budget 2022	Budget Change 2022	Percentage Change 2022
DEPT 15 <b>FINANCE</b>										
<b>PERSONAL SERVICES</b>										
101-15-4101-0000	FULL-TIME REGULAR	82,459	131,292	137,708	137,205	141,858	126,225	146,066	4,208	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	6,185	9,847	10,328	10,291	10,639	9,467	10,955	316	3.0%
101-15-4122-0000	FICA CONTRIB - CITY SHARE	6,305	10,045	10,535	10,498	10,852	9,651	11,174	322	3.0%
101-15-4131-0000	EMPLOYEE INSURANCE - CITY	8,698	14,262	15,324	15,435	16,214	15,112	17,071	857	5.3%
101-15-4141-0000	UNEMPLOYMENT COMPENSATION	3,509	0	0	0	0	0	0	0	N/A
101-15-4151-0000	WORKERS COMPENSATION	682	945	950	851	979	703	1,008	29	3.0%
Total Personal Services		107,838	166,391	174,845	174,280	180,542	161,158	186,274	5,732	3.2%
<b>SUPPLIES</b>										
101-15-4200-0000	OFFICE SUPPLIES	583	121	600	897	700	889	1,000	300	42.9%
101-15-4221-0000	MAINTENANCE OF EQUIPMENT	14,943	15,688	16,000	17,348	18,000	34,077	19,000	1,000	5.6%
101-15-4245-0000	GENERAL SUPPLIES	62	22	0	0	0	0	0	0	N/A
Total Supplies		15,588	15,831	16,600	18,245	18,700	34,966	20,000	1,300	7.0%
<b>OTHER SERVICES AND CHARGES</b>										
101-15-4301-0000	AUDITING & ACCOUNTING	0	0	0	0	0	0	0	0	N/A
101-15-4331-0000	TRAVEL, CONFERENCE & SCHOOL	1,821	1,229	3,500	917	3,500	827	3,500	0	0.0%
101-15-4351-0000	PRINTING AND PUBLISHING	2,326	1,716	2,100	2,450	2,100	2,455	2,200	100	4.8%
101-15-4360-0000	INSURANCE	0	0	0	0	0	0	0	0	N/A
101-15-4400-0000	CONTRACTUAL SERVICES	49,096	0	1,000	243	1,000	1,464	1,500	500	50.0%
101-15-4433-0000	DUES AND SUBSCRIPTIONS	711	880	1,200	964	1,200	1,015	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	9,412	3,410	3,500	6,248	3,500	7,695	4,000	500	14.3%
101-15-4488-0000	COVID-19 Expenditures	0	0	0	301	0	150	0	0	N/A
Total Other Services and Charges		63,366	7,235	11,300	11,123	11,300	13,606	12,400	1,100	9.7%
Total Finance		186,792	189,457	202,745	203,648	210,542	209,730	218,674	8,132	3.9%



General Fund  
2022 Budget  
Expenditures by Line Item

Account Number	Description	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21 2021	Preliminary Budget 2022	Budget Change 2022	Percentage Change 2022
DEPT 16	<b><u>PROFESSIONAL SERVICES</u></b>									
	<b><u>SUPPLIES</u></b>									
101-16-4200-0000	OFFICE SUPPLIES	0	0	0	0	0	0	0	0	N/A
	<b><u>OTHER SERVICES AND CHARGES</u></b>									
101-16-4301-0000	AUDITING & ACCOUNTING	30,280	30,960	32,000	31,635	33,000	32,960	34,000	1,000	3.0%
101-16-4304-0000	LEGAL FEES	78,711	71,128	90,000	61,547	100,000	63,718	100,000	0	0.0%
101-16-4400-0000	CONTRACTUAL SERVICES	127,636	131,665	130,000	140,671	145,000	145,000	145,000	0	0.0%
101-16-4488-0000	COVID-19 Expenditures	0	0	0	4,914	0	0	0	0	N/A
	Total Other Services and Charges	236,627	233,753	252,000	238,767	278,000	241,678	279,000	1,000	0.4%
	Total Professional Services	236,627	233,753	252,000	238,767	278,000	241,678	279,000	1,000	0.4%

General Fund  
2022 Budget  
Expenditures by Line Item

Account Number	Description	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21 2021	Preliminary Budget 2022	Budget Change 2022	Percentage Change 2022
DEPT 18 <b>PLANNING</b>										
<b>PERSONAL SERVICES</b>										
101-18-4101-0000	FULL-TIME REGULAR	138,730	159,099	162,894	152,543	189,814	182,078	201,420	11,606	6.1%
101-18-4102-0000	OVERTIME	0	0	0	0	0	0	0	0	N/A
101-18-4103-0000	PART-TIME	0	5,766	7,956	11,969	0	46	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	10,612	11,862	12,814	12,082	14,236	13,658	15,106	870	6.1%
101-18-4122-0000	FICA CONTRIB - CITY SHARE	10,832	12,603	13,070	12,523	14,521	13,284	15,409	888	6.1%
101-18-4131-0000	EMPLOYEE INSURANCE - CITY	24,960	25,557	20,998	20,622	26,706	26,186	29,972	3,266	12.2%
101-18-4141-0000	UNEMPLOYMENT COMPENSATION	0	0	0	0	0	0	0	0	N/A
101-18-4151-0000	WORKERS COMPENSATION	1,281	1,297	902	1,181	1,019	1,080	1,083	64	6.3%
Total Personal Services		186,415	216,184	218,634	210,920	246,296	236,332	262,990	16,694	6.8%
<b>SUPPLIES</b>										
101-18-4200-0000	OFFICE SUPPLIES	352	34	0	490	100	92	0	(100)	-100.0%
101-18-4208-0000	POSTAGE	0	44	0	0	0	19	0	0	N/A
101-18-4221-0000	MAINTENANCE OF EQUIPMENT	400	0	400	0	400	376	400	0	0.0%
101-18-4245-0000	GENERAL SUPPLIES	458	86	200	849	200	36	200	0	0.0%
Total Supplies		1,210	164	600	1,339	700	523	600	(100)	-14.3%
<b>OTHER SERVICES AND CHARGES</b>										
101-18-4304-0000	LEGAL FEES	7,433	18,622	2,000	35,479	5,000	36,418	5,000	0	0.0%
101-18-4321-0000	COMMUNICATIONS - VOICE/DATA	0	0	0	0	0	0	0	0	N/A
101-18-4331-0000	TRAVEL, CONFERENCE & SCHOOL	894	1,067	2,000	593	2,000	377	2,000	0	0.0%
101-18-4351-0000	PRINTING AND PUBLISHING	1,518	1,094	2,000	796	1,000	809	1,000	0	0.0%
101-18-4400-0000	CONTRACTUAL SERVICES	36,006	3,311	4,000	6,457	10,000	17,989	0	(10,000)	-100.0%
101-18-4433-0000	DUES AND SUBSCRIPTIONS	175	626	1,200	1,378	1,200	1,152	1,200	0	0.0%
101-18-4440-0000	MISC SERVICES/CONTINGENCY	0	1,000	0	0	0	0	0	0	N/A
101-18-4488-0000	COVID-19 Expenditures	0	0	0	884	0	300	0	0	N/A
Total Other Services and Charges		46,026	25,720	11,200	45,587	19,200	57,045	9,200	(10,000)	-52.1%
Total Planning		233,651	242,068	230,434	257,846	266,196	293,900	272,790	6,594	2.5%

General Fund  
2022 Budget  
Expenditures by Line Item

Account Number	Description	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21 2021	Preliminary Budget 2022	Budget Change 2022	Percentage Change 2022
DEPT 19	<b><u>MUNICIPAL BUILDINGS</u></b>									
	<b><u>SUPPLIES</u></b>									
101-19-4221-0000	MAINTENANCE OF EQUIPMENT	9,286	6,435	10,000	5,674	10,000	3,974	25,000	15,000	150.0%
101-19-4223-0000	MAINTENANCE OF BUILDINGS	5,957	6,141	10,000	1,016	10,000	4,435	10,000	0	0.0%
101-19-4245-0000	GENERAL SUPPLIES	3,086	2,551	3,000	2,055	3,000	1,662	3,000	0	0.0%
	Total Supplies	18,329	15,127	23,000	8,745	23,000	10,071	38,000	15,000	65.2%
	<b><u>OTHER SERVICES AND CHARGES</u></b>									
101-19-4321-0000	COMMUNICATIONS - VOICE/DATA	43,485	50,535	48,000	61,871	48,000	64,113	64,000	16,000	33.3%
101-19-4331-0000	TRAVEL, CONFERENCE & SCHOOL	0	15	0	0	0	0	0	0	N/A
101-19-4360-0000	INSURANCE	79,027	91,396	95,000	98,571	100,000	195,568	115,000	15,000	15.0%
101-19-4361-0000	INSURANCE DEDUCTIBLE	0	0	0	0	0	0	0	0	N/A
101-19-4380-0000	UTILITY SERVICES	8,974	7,816	11,000	8,184	11,000	7,176	11,000	0	0.0%
101-19-4400-0000	CONTRACTUAL SERVICES	16,534	15,286	17,000	16,249	17,000	11,977	17,000	0	0.0%
101-19-4410-0000	RENTALS	591	837	1,000	502	1,000	752	1,000	0	0.0%
101-19-4433-0000	DUES AND SUBSCRIPTIONS	217	685	500	361	1,000	295	1,000	0	0.0%
101-19-4437-0000	TAXES/LICENSES	0	17	0	17	100	16	100	0	0.0%
101-19-4440-0000	MISC SERVICES/CONTINGENCY	98	20	0	0	100	0	100	0	0.0%
101-19-4488-0000	COVID-19 Expenditures	0	0	0	7,078	0	780	0	0	N/A
101-19-4720-0000	FISCAL AGENT FEES	1,750	1,750	1,750	1,750	2,000	0	2,000	0	0.0%
	Total Other Services and Charges	150,676	168,357	174,250	194,583	180,200	280,677	211,200	31,000	17.2%
	Total Municipal Buildings	169,005	183,484	197,250	203,328	203,200	290,748	249,200	46,000	22.6%
	<b>TOTAL GENERAL GOVERNMENT</b>	1,362,881	1,397,824	1,495,185	1,524,219	1,601,821	1,579,896	1,706,194	104,373	6.5%

General Fund  
2022 Budget  
Expenditures by Line Item

Account Number	Description	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21 2021	Preliminary Budget 2022	Budget Change 2022	Percentage Change 2022
DEPT 21	<b><u>POLICE</u></b>									
	<b><u>SUPPLIES</u></b>									
101-21-4221-0000	MAINTENANCE OF EQUIPMENT	1,429	0	0	3,496	0	0	0	0	N/A
101-21-4245-0000	GENERAL SUPPLIES	0	0	0	0	0	0	0	0	N/A
	Total Supplies	1,429	0	0	3,496	0	0	0	0	N/A
	<b><u>OTHER SERVICES AND CHARGES</u></b>									
101-21-4360-0000	INSURANCE	0	0	0	0	0	0	0	0	N/A
101-21-4400-0000	CONTRACTUAL SERVICES	1,236,287	1,270,130	1,292,606	1,306,276	1,347,312	1,351,595	1,404,123	56,811	4.2%
101-21-4440-0000	MISC SERVICES/CONTINGENCY	2,855	3,696	3,000	513	0	891	3,000	3,000	N/A
	Total Other Services and Charges	1,239,142	1,273,826	1,295,606	1,306,789	1,347,312	1,352,486	1,407,123	59,811	4.4%
	<b><u>CAPITAL OUTLAY</u></b>									
101-21-4620-0000	BUILDINGS & STRUCTURES	212,797	213,256	211,895	211,895	205,236	205,236	208,947	3,711	1.8%
	Total Police	1,453,368	1,487,082	1,507,501	1,522,180	1,552,548	1,557,722	1,616,070	63,522	4.1%



General Fund  
2022 Budget  
Expenditures by Line Item

Account Number	Description	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21 2021	Preliminary Budget 2022	Budget Change 2022	Percentage Change 2022
DEPT 22	<u>FIRE</u>									
	<u>OTHER SERVICES AND CHARGES</u>									
101-22-4400-0000	CONTRACTUAL SERVICES - EXCELSIOR	353,998	379,639	394,916	394,916	413,085	413,085	457,758	44,673	10.8%
101-22-4400-0000	CONTRACTUAL SERVICES - MOUND	25,972	26,828	25,029	25,029	25,500	24,560	26,391	891	3.5%
	Total Other Services and Charges	379,970	406,467	419,945	419,945	438,585	437,645	484,149	45,564	10.4%
	<u>CAPITAL OUTLAY</u>									
101-22-4620-0000	BUILDINGS & STRUCTURES	271,955	272,330	273,380	273,380	269,324	269,324	260,758	(8,566)	-3.2%
	Total Fire	651,925	678,797	693,325	693,325	707,909	706,969	744,907	36,998	5.2%

General Fund  
2022 Budget  
Expenditures by Line Item

Account Number	Description	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21 2021	Preliminary Budget 2022	Budget Change 2022	Percentage Change 2022
<b>DEPT 24      <u>PROTECTIVE INSPECTIONS</u></b>										
<b><u>PERSONAL SERVICES</u></b>										
101-24-4101-0000	FULL-TIME REGULAR	146,608	169,650	126,850	92,325	108,509	80,115	112,264	3,755	3.5%
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	10,758	8,533	7,356	6,436	7,815	6,009	8,096	281	3.6%
101-24-4122-0000	FICA CONTRIB - CITY SHARE	9,928	12,615	9,704	7,112	8,301	6,136	8,588	287	3.5%
101-24-4131-0000	EMPLOYEE INSURANCE - CITY	16,416	18,191	13,831	15,330	16,306	15,215	17,228	922	5.7%
101-24-4141-0000	UNEMPLOYMENT COMPENSATION	0	0	0	0	0	0	0	0	N/A
101-24-4151-0000	WORKERS COMPENSATION	1,556	1,025	660	536	564	435	584	20	3.5%
Total Personal Services		185,266	210,014	158,401	121,739	141,495	107,910	146,760	5,265	3.7%
<b><u>SUPPLIES</u></b>										
101-24-4200-0000	OFFICE SUPPLIES	16	280	0	697	300	838	300	0	0.0%
101-24-4245-0000	GENERAL SUPPLIES	0	24	0	40	100	0	100	0	0.0%
Total Supplies		16	304	0	737	400	838	400	0	0.0%
<b><u>OTHER SERVICES AND CHARGES</u></b>										
101-24-4303-0000	ENGINEERING FEES	52	263	0	36	0	0	0	0	N/A
101-24-4304-0000	LEGAL FEES	0	468	0	0	0	0	0	0	N/A
101-24-4321-0000	COMMUNICATIONS - VOICE/DATA	0	0	0	0	0	184	0	0	N/A
101-24-4331-0000	TRAVEL, CONFERENCE & SCHOOL	3,698	4,072	3,500	2,459	3,500	2,511	3,500	0	0.0%
101-24-4351-0000	PRINTING AND PUBLISHING	120	470	500	143	500	0	0	(500)	-100.0%
101-24-4400-0000	CONTRACTUAL SERVICES	27,580	28,120	22,000	13,755	22,000	23,870	29,700	7,700	35.0%
101-24-4433-0000	DUES AND SUBSCRIPTIONS	0	200	150	1,037	150	0	150	0	0.0%
101-24-4488-0000	COVID-19 Expenditures	0	0	0	652	0	150	0	0	N/A
Total Other Services and Charges		31,450	33,593	26,150	18,082	26,150	26,715	33,350	7,200	27.5%
Total Protective Inspections		216,732	243,911	184,551	140,558	168,045	135,463	180,510	12,465	7.4%
<b>TOTAL PUBLIC SAFETY</b>		<b>2,322,025</b>	<b>2,409,790</b>	<b>2,385,377</b>	<b>2,356,063</b>	<b>2,428,502</b>	<b>2,400,154</b>	<b>2,541,487</b>	<b>112,985</b>	<b>4.7%</b>

General Fund  
2022 Budget  
Expenditures by Line Item

Account Number	Description	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21 2021	Preliminary Budget 2022	Budget Change 2022	Percentage Change 2022
DEPT 31	<b><u>CITY ENGINEER</u></b>									
	<b><u>SUPPLIES</u></b>									
101-31-4200-0000	OFFICE SUPPLIES	0	34	0	0	0	0	0	0	N/A
	Total Supplies	0	34	0	0	0	0	0	0	N/A
	<b><u>OTHER SERVICES AND CHARGES</u></b>									
101-31-4303-0000	ENGINEERING FEES	34,387	29,780	40,000	32,866	162,000	105,265	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	15	0	0	0	0	50	0	0	N/A
101-31-4351-0000	PRINTING AND PUBLISHING	145	0	0	0	0	0	0	0	N/A
101-31-4400-0000	CONTRACTUAL SERVICES	48,510	44,146	49,500	133,894	0	20	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	0	47	750	148	0	0	0	0	N/A
	Total Other Services and Charges	83,057	73,973	90,250	166,908	162,000	105,335	162,000	0	0.0%
	Total City Engineer	83,057	74,007	90,250	166,908	162,000	105,335	162,000	0	0.0%

General Fund  
2022 Budget  
Expenditures by Line Item

Account Number	Description	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21 2021	Preliminary Budget 2022	Budget Change 2022	Percentage Change 2022
DEPT 32	<b><u>PUBLIC WORKS</u></b>									
	<b><u>PERSONAL SERVICES</u></b>									
101-32-4101-0000	FULL-TIME REGULAR	324,056	341,402	419,547	394,688	379,978	354,922	393,380	13,402	3.5%
101-32-4102-0000	OVERTIME	4,678	6,453	3,000	7,464	3,000	2,801	3,000	0	0.0%
101-32-4103-0000	PART-TIME	3,787	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	6,526	9,474	9,000	8,538	9,500	5,599	9,500	0	0.0%
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	23,258	23,441	32,366	30,484	29,436	27,178	30,442	1,006	3.4%
101-32-4122-0000	FICA CONTRIB - CITY SHARE	24,171	25,760	32,995	29,342	30,024	25,816	31,050	1,026	3.4%
101-32-4131-0000	EMPLOYEE INSURANCE - CITY	60,691	65,146	71,414	69,850	66,308	60,856	69,114	2,806	4.2%
101-32-4141-0000	UNEMPLOYMENT COMPENSATION	0	100	0	150	0	0	0	0	N/A
101-32-4151-0000	WORKERS COMPENSATION	27,102	28,957	36,266	26,766	32,550	21,500	33,701	1,151	3.5%
	Total Personal Services	474,269	500,733	604,588	567,282	550,796	498,672	570,187	19,391	3.5%
	<b><u>SUPPLIES</u></b>									
101-32-4200-0000	OFFICE SUPPLIES	199	99	400	522	400	161	400	0	0.0%
101-32-4208-0000	POSTAGE	40	0	0	9	0	0	0	0	N/A
101-32-4212-0000	MOTOR FUELS & LUBRICANTS	40,424	44,845	40,000	29,093	41,000	29,973	41,000	0	0.0%
101-32-4221-0000	MAINTENANCE OF EQUIPMENT	46,580	19,029	25,000	15,862	25,000	15,382	25,000	0	0.0%
101-32-4223-0000	MAINTENANCE OF BUILDINGS	3,249	4,622	10,000	2,330	10,000	4,732	10,000	0	0.0%
101-32-4240-0000	SMALL TOOLS/MINOR EQUIPMENT	1,296	1,073	1,900	2,393	3,500	302	3,500	0	0.0%
101-32-4245-0000	GENERAL SUPPLIES	14,382	13,509	16,000	18,739	16,000	15,534	17,000	1,000	6.3%
101-32-4250-0000	ROAD MAINT MATERIALS	80,645	82,294	80,000	67,891	85,000	11,814	85,000	0	0.0%
	Total Supplies	186,815	165,471	173,300	136,839	180,900	77,898	181,900	1,000	0.6%
	<b><u>OTHER SERVICES AND CHARGES</u></b>									
101-32-4303-0000	ENGINEERING FEES	0	143	0	285	0	0	0	0	N/A
101-32-4305-0000	DRUG TESTING	901	568	2,000	1,034	1,000	1,225	1,200	200	20.0%
101-32-4321-0000	COMMUNICATIONS - VOICE/DATA	5,307	6,665	5,000	6,895	5,000	6,910	5,000	0	0.0%
101-32-4331-0000	TRAVEL, CONFERENCE & SCHOOL	4,010	2,546	7,500	973	7,500	217	7,500	0	0.0%
101-32-4351-0000	PRINTING AND PUBLISHING	0	0	0	0	0	0	300	300	N/A
101-32-4380-0000	UTILITY SERVICES	10,234	8,866	13,000	10,958	12,000	7,616	12,000	0	0.0%
101-32-4399-0000	UTILITIES-STREET LIGHTS	42,144	36,976	42,000	39,241	42,000	34,825	42,000	0	0.0%
101-32-4400-0000	CONTRACTUAL SERVICES	63,520	93,661	140,000	81,666	140,000	65,977	125,000	(15,000)	-10.7%
101-32-4410-0000	RENTALS	1,280	2,308	1,600	329	1,400	26	1,400	0	0.0%
101-32-4433-0000	DUES AND SUBSCRIPTIONS	623	2,209	1,700	401	1,700	1,693	1,700	0	0.0%
101-32-4437-0000	TAXES/LICENSES	1,175	599	1,000	676	1,000	857	1,000	0	0.0%
101-32-4440-0000	MISC SERVICES/CONTINGENCY	815	325	0	0	0	0	0	0	N/A
101-32-4488-0000	COVID-19 Expenditures	0	0	0	2,630	0	52	0	0	N/A
	Total Other Services and Charges	130,009	154,866	213,800	145,088	211,600	119,398	197,100	(14,500)	-6.9%
	Total Public Works	791,093	821,070	991,688	849,209	943,296	695,968	949,187	5,891	0.6%



General Fund  
2022 Budget  
Expenditures by Line Item

Account Number	Description	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21 2021	Preliminary Budget 2022	Budget Change 2022	Percentage Change 2022
DEPT 33	<b><u>ICE AND SNOW REMOVAL</u></b>									
	<b><u>PERSONAL SERVICES</u></b>									
101-33-4101-0000	FULL-TIME REGULAR	55,655	58,680	37,069	33,234	35,331	23,893	36,600	1,269	3.6%
101-33-4102-0000	OVERTIME	12,595	7,734	7,500	8,918	8,000	3,558	8,000	0	0.0%
101-33-4103-0000	PART-TIME	5,184	568	0	700	800	0	0	(800)	-100.0%
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	4,555	4,613	3,343	3,132	3,310	2,059	3,345	35	1.1%
101-33-4122-0000	FICA CONTRIB - CITY SHARE	4,558	4,485	3,410	2,968	3,376	1,959	3,412	36	1.1%
101-33-4131-0000	EMPLOYEE INSURANCE - CITY	3,502	6,594	7,085	6,285	7,016	6,314	7,283	267	3.8%
101-33-4141-0000	UNEMPLOYMENT COMPENSATION	0	0	0	0	0	0	0	0	N/A
101-33-4151-0000	WORKERS COMPENSATION	4,728	5,364	2,664	2,232	2,300	1,886	2,378	78	3.4%
	Total Personal Services	90,777	88,038	61,070	57,469	60,133	39,669	61,018	885	1.5%
	<b><u>SUPPLIES</u></b>									
101-33-4245-0000	GENERAL SUPPLIES	49,334	60,781	52,000	37,017	58,000	40,972	68,000	10,000	17.2%
	<b><u>OTHER SERVICES AND CHARGES</u></b>									
101-33-4331-0000	TRAVEL, CONFERENCE & SCHOOL	0	0	0	0	1,200	0	1,200	0	0.0%
	Total Ice and Snow Removal	140,111	148,819	113,070	94,486	119,333	80,641	130,218	10,885	9.1%
	<b>TOTAL STREETS</b>	1,014,261	1,043,896	1,195,008	1,110,603	1,224,629	881,944	1,241,405	16,776	1.4%

General Fund  
2022 Budget  
Expenditures by Line Item

Account Number	Description	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21 2021	Preliminary Budget 2022	Budget Change 2022	Percentage Change 2022
DEPT 52 <u>PARK MAINTENANCE</u>										
<u>PERSONAL SERVICES</u>										
101-52-4101-0000	FULL-TIME REGULAR	84,392	88,195	110,509	82,455	113,972	83,240	117,400	3,428	3.0%
101-52-4102-0000	OVERTIME	45	0	2,500	0	1,500	0	1,500	0	0.0%
101-52-4103-0000	PART-TIME	10,813	4,879	12,000	8,634	10,000	8,372	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	8,047	6,600	8,476	6,159	8,661	6,243	8,918	257	3.0%
101-52-4122-0000	FICA CONTRIB - CITY SHARE	8,718	7,147	9,563	6,992	9,599	6,900	9,861	262	2.7%
101-52-4131-0000	EMPLOYEE INSURANCE - CITY	24,593	19,123	20,089	20,544	21,230	19,781	22,207	977	4.6%
101-52-4141-0000	UNEMPLOYMENT COMPENSATION	0	0	0	0	0	0	0	0	N/A
101-52-4151-0000	WORKERS COMPENSATION	8,759	7,243	6,102	5,737	6,121	4,799	6,305	184	3.0%
Total Personal Services		145,367	133,187	169,239	130,521	171,082	129,335	176,190	5,108	3.0%
<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	0	16	6,000	0	6,000	150	6,000	0	0.0%
101-52-4222-0000	MAINTENANCE OF BUILDINGS	76	827	7,000	10,287	10,000	2,184	10,000	0	0.0%
101-52-4240-0000	SMALL TOOLS/MINOR EQUIPMENT	605	529	1,100	274	1,100	743	1,200	100	9.1%
101-52-4245-0000	GENERAL SUPPLIES	4,442	4,264	9,500	7,889	9,500	6,359	9,500	0	0.0%
101-52-4247-0000	TREES PURCHASED	5,156	0	600	9,987	600	13,298	10,000	9,400	1566.7%
Total Supplies		10,279	5,636	24,200	28,437	27,200	22,734	36,700	9,500	34.9%
<u>OTHER SERVICES AND CHARGES</u>										
101-52-4302-0000	CONSULTING FEES	0	0	0	0	0	0	0	0	N/A
101-52-4303-0000	ENGINEERING FEES	0	0	5,000	288	1,000	0	2,000	1,000	100.0%
101-52-4304-0000	LEGAL FEES	2,869	0	0	0	0	0	0	0	N/A
101-52-4321-0000	COMMUNICATIONS - VOICE/DATA	2,119	2,627	1,500	2,278	1,750	2,075	1,750	0	0.0%
101-52-4331-0000	TRAVEL, CONFERENCE & SCHOOL	85	0	2,200	0	500	192	500	0	0.0%
101-52-4351-0000	PRINTING AND PUBLISHING	490	323	400	170	400	0	400	0	0.0%
101-52-4380-0000	UTILITY SERVICES	9,160	8,212	9,000	7,248	9,000	5,940	9,000	0	0.0%
101-52-4400-0000	CONTRACTUAL SERVICES	37,655	28,811	32,000	24,747	32,000	20,395	32,000	0	0.0%
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	7,961	9,015	5,000	9,733	5,000	9,026	5,100	100	2.0%
101-52-4433-0000	DUES AND SUBSCRIPTIONS	595	0	400	35	400	0	400	0	0.0%
101-52-4440-0000	MISC SERVICES/CONTINGENCY	0	366	0	0	0	0	0	0	N/A
Total Other Services and Charges		65,934	54,354	65,500	49,499	60,050	42,628	61,150	1,100	1.8%
Total Park Maintenance		221,580	193,177	258,939	208,457	258,332	194,697	274,040	15,708	6.1%

General Fund  
2022 Budget  
Expenditures by Line Item

Account Number	Description	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21 2021	Preliminary Budget 2022	Budget Change 2022	Percentage Change 2022
DEPT 53 RECREATION										
PERSONAL SERVICES										
101-53-4101-0000	FULL-TIME REGULAR	29,262	31,374	29,195	35,330	31,108	35,283	32,032	924	3.0%
101-53-4102-0000	OVERTIME	135	0	300	0	300	0	300	0	0.0%
101-53-4103-0000	PART-TIME	644	5,450	7,500	7,644	8,000	0	8,000	0	0.0%
101-53-4121-0000	PERA CONTRIB - CITY SHARE	2,195	2,353	2,213	2,649	2,356	2,646	2,425	69	2.9%
101-53-4122-0000	FICA CONTRIB - CITY SHARE	2,262	2,787	2,830	3,254	3,015	2,649	3,085	70	2.3%
101-53-4131-0000	EMPLOYEE INSURANCE - CITY	545	563	1,043	582	1,080	365	879	(201)	-18.6%
101-53-4141-0000	UNEMPLOYMENT COMPENSATION	0	0	0	266	0	0	0	0	N/A
101-53-4151-0000	WORKERS COMPENSATION	1,713	1,827	777	1,661	827	1,474	852	25	3.0%
Total Personal Services		36,756	44,354	43,857	51,386	46,685	42,417	47,572	887	1.9%
SUPPLIES										
101-53-4245-0000	GENERAL SUPPLIES	753	517	700	1,075	1,000	914	1,000	0	0.0%
101-53-4246-0000	PROGRAM SUPPLIES	794	0	3,000	24	1,000	0	1,000	0	0.0%
101-53-4248-0000	OTHER PROGRAMS FEE	4,728	4,577	4,000	3,855	5,000	7,928	5,000	0	0.0%
Total Supplies		6,275	5,094	7,700	4,954	7,000	8,842	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	21	0	200	230	250	0	250	0	0.0%
101-53-4351-0000	PRINTING AND PUBLISHING	1,650	1,536	1,500	680	1,500	1,560	1,500	0	0.0%
101-53-4400-0000	CONTRACTUAL SERVICES	539	0	5,000	120	1,000	100	900	(100)	-10.0%
101-53-4433-0000	DUES AND SUBSCRIPTIONS	225	200	300	315	300	254	350	50	16.7%
101-53-4437-0000	TAXES/LICENSES	0	0	0	0	0	0	0	0	N/A
101-53-4438-0000	OKTOBERFEST	1,802	1,873	0	0	2,000	0	2,000	0	0.0%
101-53-4441-0000	ARCTIC FEVER PROGRAMS	5,685	5,640	7,100	6,436	7,100	373	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	0	0	24	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		9,922	9,249	14,100	7,805	12,150	2,287	12,100	(50)	-0.4%
Total Recreation		52,953	58,697	65,657	64,145	65,835	53,546	66,672	837	1.3%
TOTAL PARKS AND RECREATION		274,533	251,874	324,596	272,602	324,168	248,243	340,713	16,545	5.1%
TOTAL EXPENDITURES		4,973,700	5,103,384	5,400,166	5,263,487	5,579,120	5,110,237	5,829,798	250,679	4.9%

General Fund  
2022 Budget  
Expenditures by Line Item

Account Number	Description	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21 2021	Preliminary Budget 2022	Budget Change 2022	Percentage Change 2022
<b>OTHER FINANCING USES</b>										
<b>TRANSFERS OUT</b>										
101-00-4820-0000	SOUTHSHORE CENTER - BUILDING	56,850	49,800	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	93,895	92,005	95,115	95,115	0	0	0	0	N/A
101-32-4820-0000	EQUIPMENT REPLACEMENT	135,000	172,500	95,000	95,000	0	0	0	0	N/A
101-32-4820-0000	STREET IMPROVEMENTS	785,000	810,000	835,000	835,000	0	0	0	0	N/A
101-53-4820-0000	PARK IMPROVEMENTS	42,000	222,000	95,000	95,000	0	0	0	0	N/A
101-00-4820-0000	STORM WATER - MANOR PARK POND	0	230,000	0	0	0	0	0	0	N/A
Total Transfers Out		1,182,745	1,646,305	1,222,415	1,222,415	102,300	102,300	102,300	0	0.0%
<b>TOTAL EXPENDITURES AND OTHER FINANCING USES</b>		6,156,445	6,749,689	6,622,581	6,485,902	5,681,420	5,212,537	5,932,098	250,679	4.4%





#9C

MEETING TYPE  
REGULAR

## City of Shorewood Council Meeting Item

**Title / Subject:** Adopting the 2022 Budgets for the Shorewood Community & Event Center and Enterprise Funds

**Meeting Date:** December 13, 2021

**Prepared by:** Joe Rigdon, Finance Director

**Reviewed by:** Greg Lerud, City Administrator

**Attachments:** Resolution  
Shorewood Community & Event Center 2022 Budget  
Enterprise Funds 2022 Budgets

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Please find attached for your approval the recommended 2022 budgets for the Shorewood Community & Event Center and enterprise funds.

### Background:

#### ***Shorewood Community & Event Center Budget:***

The SCEC is funded by facility rentals and annual transfers from the General Fund. For 2022, 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 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 2019-2021, the financial impact of completing various city street and utility construction projects was analyzed, and the City Council contemplated utility rate increases with a goal to sustain positive utility fund cash balances.

### **Financial or Budget Considerations:**

The adoption of these budgets does not limit the City Council's ability to modify spending priorities or authorizations throughout the year.

### **Options:**

The City Council may choose to:

1. Approve the resolution adopting the 2022 budgets for the Shorewood Community & Event Center and Enterprise funds as presented;
2. Make additional changes and adopt the amended budgets.

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***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 that the City Council adopt the budgets resolution as submitted by staff.

**Next Steps:**

City staff will implement the 2022 budgets as authorized.

**CITY OF SHOREWOOD**

**RESOLUTION NO. 21-155**

**ADOPTING THE 2022 SHOREWOOD COMMUNITY & EVENT CENTER BUDGET  
AND 2022 ENTERPRISE FUND BUDGETS**

**WHEREAS**, City staff have presented the preliminary 2022 budgets at meetings through December, 2021; 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 13th day of December, 2021.

**ATTEST:**

\_\_\_\_\_  
**Jennifer Labadie, Mayor**

\_\_\_\_\_  
**Sandie Thone, City Clerk**

Shorewood Community & Event Center  
2022 Budget

Account Number	Description	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21 2021	Preliminary Budget 2022	Budget Change 2021	Percentage Change 2021
FUND 201 Shorewood Community & Event Center										
<b>REVENUE</b>										
201-00-3410-0000	RENTAL INCOME	55,989	56,980	55,000	18,371	55,000	32,056	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	607	25	500	50	500	85	500	0	0.0%
201-00-3477-0000	METRO DINING CARDS	2,304	2,500	1,700	195	2,500	1,035	2,500	0	0.0%
201-00-3480-0000	PROGRAM (CLASS) FEES	1,658	(87)	1,500	1,374	1,500	135	1,500	0	0.0%
201-00-3620-0000	INTEREST EARNINGS	1,319	2,761	0	1,093	0	0	0	0	N/A
201-00-3623-0000	CONTRIBUTIONS AND DONATIONS	415	385	0	110	0	0	0	0	N/A
201-00-3670-0000	MISCELLANEOUS REVENUE	260	15	500	0	500	0	0	(500)	-100.0%
201-00-3920-0000	TRANSFERS IN	108,000	119,800	102,300	102,300	102,300	102,300	102,300	0	0.0%
REVENUE Totals:		170,552	182,379	161,500	123,493	162,300	135,611	161,800	(500)	-0.3%
<b>EXPENDITURES</b>										
<b>PERSONAL SERVICES</b>										
201-00-4101-0000	FULL-TIME REGULAR	25,895	35,297	43,792	39,300	46,663	35,113	48,048	1,385	3.0%
201-00-4102-0000	OVERTIME	2,857	2,130	4,000	534	4,000	41	2,000	(2,000)	-50.0%
201-00-4103-0000	PART-TIME	9,156	9,989	11,000	8,596	11,500	8,018	11,500	0	0.0%
201-00-4121-0000	PERA CONTRIB - CITY SHARE	1,848	2,647	3,584	3,242	3,800	2,916	3,754	(46)	-1.2%
201-00-4122-0000	FICA CONTRIB - CITY SHARE	2,535	3,412	4,498	3,663	4,756	3,302	4,709	(47)	-1.0%
201-00-4131-0000	EMPLOYEE INSURANCE - CITY	204	422	1,565	874	1,620	547	1,318	(302)	-18.6%
201-00-4151-0000	WORKERS COMPENSATION	1,985	2,498	1,165	2,206	1,241	1,726	1,278	37	3.0%
Total Personal Services		44,480	56,395	69,604	58,415	73,580	51,663	72,607	(973)	-1.3%
<b>SUPPLIES</b>										
201-00-4200-0000	OFFICE SUPPLIES	0	919	400	394	400	188	400	0	0.0%
201-00-4223-0000	MAINTENANCE OF BUILDINGS	2,378	5,925	3,000	1,908	3,000	5,259	3,000	0	0.0%
201-00-4245-0000	GENERAL SUPPLIES	3,427	6,477	3,000	2,188	3,000	811	3,000	0	0.0%
201-00-4246-0000	EVENT SUPPLIES EXPENSE	0	617	500	481	500	0	500	0	0.0%
201-00-4247-0000	COMMUNITY EVENT EXPENSE	2,000	2,000	0	0	2,000	2,000	2,000	0	0.0%
201-00-4248-0000	PROGRAM (CLASS) EXPENSES	10,709	7,479	9,000	4,570	9,000	5,069	9,000	0	0.0%
Total Supplies		18,514	23,417	15,900	9,541	17,900	13,327	17,900	0	0.0%
<b>OTHER SERVICES AND CHARGES</b>										
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	1,426	5,929	5,000	3,069	5,000	6,774	5,000	0	0.0%
201-00-4331-0000	TRAVEL, CONFERENCE & SCHOOL	182	24	200	36	200	0	200	0	0.0%
201-00-4351-0000	PRINTING AND PUBLISHING	3,568	1,529	3,500	876	3,500	851	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	11,451	9,729	11,500	8,660	11,000	8,200	11,000	0	0.0%
201-00-4400-0000	CONTRACTUAL SERVICES	17,858	16,736	15,000	13,729	15,000	10,066	15,000	0	0.0%



Shorewood Community & Event Center  
2022 Budget

Account Number	Description	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21 2021	Preliminary Budget 2022	Budget Change 2021	Percentage Change 2021
201-00-4433-0000	DUES AND SUBSCRIPTIONS	361	521	500	408	500	482	500	0	0.0%
201-00-4437-0000	TAXES/LICENSES	791	823	1,200	868	1,200	869	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	0	0	753	0	0	0	0	N/A
	Total Other Services and Charges	35,637	35,291	37,900	28,399	37,400	27,242	37,400	0	0.0%
<b>CAPITAL OUTLAY</b>										
201-00-4620-0000	BUILDINGS & STRUCTURES	145,822	39,580	26,250	1,925	24,500	0	27,000	2,500	10.2%
201-00-4680-0000	OTHER IMPROVEMENTS	0	10,691	0	0	0	0	0	0	N/A
	Total Capital Outlay	145,822	50,271	26,250	1,925	24,500	0	27,000	2,500	10.2%
	EXPENDITURES TOTAL	244,453	165,374	149,654	98,280	153,380	92,232	154,907	1,527	1.0%
<b>CHANGE IN FUND BALANCE</b>		(73,901)	17,005	11,847	25,213	8,920	43,379	6,893	(2,027)	-22.7%

**Water Fund**  
**2022 Budget**

Account Number	Description	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21	Preliminary Budget 2022	Budget Change 2022	Percentage Change 2022
FUND 601	Water Utility									
<b>REVENUE</b>										
601-00-3353-0000	PERA PENSION OTHER REVENUE	744	263	0	399	0	0	0	0	N/A
601-00-3362-0000	MISC GRANTS	0	0	0	0	0	0	0	0	N/A
601-00-3610-0000	SPECIAL ASSESSMENTS - CURRENT	6,462	4,965	0	4,715	0	36,104	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	16,566	(8,489)	0	2,021	0	0	0	0	N/A
601-00-3620-0000	INTEREST EARNINGS	15,494	12,516	9,480	9,480	6,382	6,382	3,223	(3,159)	-49.5%
601-00-3620-0000	INTEREST EARNINGS	0	61,075	69,778	70,665	74,384	38,606	43,989	(30,395)	-40.9%
601-00-3621-0000	GAIN / (LOSS) ON INVESTMENTS	0	0	0	0	0	0	0	0	N/A
601-00-3624-0000	REFUNDS & REIMBURSEMENTS	0	1,559	0	20,000	0	2,497	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	435,218	399,177	467,500	544,140	479,600	621,255	598,400	118,800	24.8%
601-00-3711-0000	WATER CONNECTION FEES	96,055	157,567	25,000	197,500	25,000	80,000	25,000	0	0.0%
601-00-3712-0000	UTILITY PERMIT FEES	4,630	5,040	1,000	3,120	1,000	2,820	1,000	0	0.0%
601-00-3713-0000	WATER METER SALES	18,140	54,075	10,000	29,490	10,000	27,880	10,000	0	0.0%
601-00-3715-0000	STATE SURCHARGE	0	0	0	0	0	0	0	0	N/A
601-00-3717-0000	Water Meter Permit	(60)	(60)	100	0	100	0	0	(100)	-100.0%
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	1,442,128	50,368	0	0	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	0	0	510	0	242	0	0	N/A
REVENUE Totals:		2,035,377	738,056	582,858	882,040	596,466	815,786	681,612	85,146	14.3%
<b>EXPENSE</b>										
<b>PERSONAL SERVICES</b>										
601-00-4101-0000	FULL-TIME REGULAR	118,115	142,225	149,884	172,258	196,398	169,892	206,621	10,223	5.2%
601-00-4102-0000	OVERTIME	5,013	3,477	5,000	3,228	5,000	6,454	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	5,769	6,229	6,000	6,422	6,000	4,124	6,500	500	8.3%
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	9,440	11,317	12,066	13,641	15,555	13,535	16,360	805	5.2%
601-00-4122-0000	FICA CONTRIB - CITY SHARE	9,057	10,786	12,308	12,839	15,866	13,091	16,687	821	5.2%
601-00-4131-0000	EMPLOYEE INSURANCE - CITY	12,939	21,866	27,162	25,349	35,308	31,018	36,640	1,332	3.8%
601-00-4141-0000	UNEMPLOYMENT COMPENSATION	0	0	0	0	0	0	0	0	N/A
601-00-4151-0000	WORKERS COMPENSATION	5,653	6,202	7,780	5,846	9,828	6,137	10,338	510	5.2%
601-00-4161-0000	PENSION EXPENSE	(37,926)	13,245	0	10,072	0	0	0	0	N/A
Total Personal Services		128,060	215,347	220,200	249,655	283,955	244,251	298,145	14,191	5.0%

**Water Fund**  
**2022 Budget**

Account Number	Description	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21 2021	Preliminary Budget 2022	Budget Change 2022	Percentage Change 2022
<b><u>SUPPLIES</u></b>										
601-00-4200-0000	OFFICE SUPPLIES	157	149	200	0	200	168	200	0	0.0%
601-00-4208-0000	POSTAGE	1,358	1,382	1,400	1,544	1,400	1,099	1,400	0	0.0%
601-00-4212-0000	MOTOR FUELS & LUBRICANTS	0	28	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	2,184	1,324	20,000	4,242	20,000	8,182	25,000	5,000	25.0%
601-00-4223-0000	MAINTENANCE OF BUILDINGS	2,575	983	20,000	4,722	20,000	25,413	25,000	5,000	25.0%
601-00-4240-0000	SMALL TOOLS/MINOR EQUIPMENT	619	36	800	1,705	800	5,535	6,500	5,700	712.5%
601-00-4245-0000	GENERAL SUPPLIES	8,747	7,135	11,000	7,657	11,500	6,259	11,500	0	0.0%
601-00-4260-0000	WATER PURCHASES - TONKA BAY	3,653	4,317	3,500	4,716	3,500	4,132	3,500	0	0.0%
601-00-4261-0000	WATER PURCHASES - EXCELSIOR	18,324	14,439	18,000	15,656	18,000	13,293	18,000	0	0.0%
601-00-4262-0000	WATER PURCHASES - MINNETONK	786	389	1,200	0	1,200	0	1,200	0	0.0%
601-00-4263-0000	WATER PURCHASES-CHANHASSEN	9,559	6,393	11,000	14,049	11,000	8,591	11,000	0	0.0%
601-00-4265-0000	WATER METER PURCHASES	25,952	82,129	20,000	29,092	20,000	42,804	30,000	10,000	50.0%
Total Supplies		73,914	118,704	107,100	83,383	107,600	115,476	133,300	25,700	23.9%
<b><u>OTHER SERVICES AND CHARGES</u></b>										
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	3,202	518	20,000	5,873	20,000	54,021	20,000	0	0.0%
601-00-4304-0000	LEGAL FEES	37	3,196	0	1,560	0	956	0	0	N/A
601-00-4312-0000	ENGINEERING	0	0	0	0	5,000	0	5,000	0	0.0%
601-00-4321-0000	COMMUNICATIONS - VOICE/DATA	2,681	6,207	7,000	7,618	7,000	6,771	7,100	100	1.4%
601-00-4331-0000	TRAVEL, CONFERENCE & SCHOOL	594	0	1,600	1,099	1,750	181	2,000	250	14.3%
601-00-4351-0000	PRINTING AND PUBLISHING	0	0	500	181	0	608	500	500	N/A
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	4,872	4,054	12,000	5,764	12,000	9,004	12,000	0	0.0%
601-00-4395-0000	UTILITIES - BADGER WELL	9,829	17,707	12,500	19,703	12,500	12,693	12,500	0	0.0%
601-00-4396-0000	UTILITIES - BOULDER BRIDGE	18,771	9,936	20,000	12,285	20,000	19,003	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	32,402	28,797	30,000	28,010	30,000	25,858	30,000	0	0.0%
601-00-4400-0000	CONTRACTUAL SERVICES	104,490	44,145	70,000	34,057	70,000	91,174	70,000	0	0.0%
601-00-4410-0000	RENTALS	0	0	0	0	0	0	0	0	N/A
601-00-4420-0000	DEPRECIATION	334,084	331,158	350,000	347,753	360,000	0	360,000	0	0.0%
601-00-4433-0000	DUES AND SUBSCRIPTIONS	1,457	1,440	4,000	4,628	4,100	0	4,100	0	0.0%
601-00-4437-0000	TAXES/LICENSES	1,900	3,548	4,000	495	4,000	2,654	4,000	0	0.0%
601-00-4440-0000	MISC SERVICES/CONTINGENCY	0	0	0	0	0	3,226	0	0	N/A
601-00-4450-0000	BANK SERVICE CHARGES	1,077	2,846	3,300	3,431	3,300	3,711	3,300	0	0.0%
601-00-4499-0000	FEMA ELIGIBLE EXPENSES	0	0	0	0	0	0	0	0	N/A
601-00-4620-0000	BUILDINGS & STRUCTURES	0	0	0	29,930	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	10,856	0	0	7,850	0	229,488	20,000	20,000	N/A
Total Other Services and Charges		526,252	453,552	534,900	510,237	549,650	459,348	570,500	20,850	3.8%
<b><u>NON-OPERATING EXPENSES</u></b>										

**Water Fund  
2022 Budget**

		Actual	Actual	Budget	Actual	Budget	YTD	Preliminary	Budget	Percentage
Account Number	Description	2018	2019	2020	2020	2021	11/30/21 2021	Budget 2022	Change 2022	Change 2022
601-00-4711-0000	BOND INTEREST	13,362	10,798	9,216	10,943	14,399	18,470	19,104	4,705	32.7%
601-00-4720-0000	FISCAL AGENT FEES	2,245	2,245	2,245	2,245	2,500	1,495	3,500	1,000	40.0%
601-00-4730-0000	BOND ISSUANCE COSTS	0	0	0	6,086	2,500	3,709	7,500	5,000	200.0%
601-00-4810-0000	RESIDUAL EQUITY TRANSFERS	0	0	0	0	0	0	0	0	N/A
601-00-4820-0000	OPERATING TRANSFERS	12,500	12,500	12,500	12,500	12,500	12,500	12,500	0	0.0%
601-00-4820-0000	TRANSFERS FOR CIP STREETS	864,547	50,368	0	0	0	209,320	0	0	N/A
	Total Non-Operating Expenses	892,654	75,911	23,961	31,774	31,899	245,494	42,604	10,705	33.6%
	Total Expenses	1,620,880	863,514	886,161	875,049	973,104	1,064,569	1,044,549	71,446	7.3%
	Change in Net Position	414,497	(125,458)	(303,303)	6,991	(376,638)	(248,783)	(362,937)	13,700	-3.6%
							Depreciation (Non-Cash)	360,000		
							Bond Proceeds	0		
							Bond Principal	(280,000) existing Water bonds		
							Bond Principal	(11,963) new Water bonds		
						Capital Acquisitions - Infrastructure	0			
						Capital Acquisitions - Other	(250,000) 50% of Water Truck \$75,000 wells; etc.			
						Principal Payment Received on 2017 Ladder Truck Lease	157,973			
						Principal Payments Received on TIF Loan	36,135 first principal payment 2022 estimated			
						water connection fees collected against assessments receivable	14,500			
							Change in Cash	(336,292)		



**Sewer Fund  
2022 Budget**

Account Number	Description	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21 2021	Preliminary Budget 2022	Budget Change 2022	Percentage Change 2022
<b>FUND 611 Sanitary Sewer Utility</b>										
<b>REVENUE</b>										
611-00-3353-0000	PERA PENSION OTHER REVENUE	574	212	0	326	0	0	0	0	N/A
611-00-3362-0000	MISC GRANTS	0	43,172	0	0	0	600	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 - CURRENT	198	218	0	220	0	16,853	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	38,777	70,821	15,000	26,708	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	923,705	986,219	1,002,800	1,049,742	1,103,080	858,924	1,220,800	117,720	10.7%
611-00-3712-0000	UTILITY PERMIT FEES	9,245	8,160	2,000	6,810	3,000	3,936	3,000	0	0.0%
611-00-3720-0000	SEWER PENAL TIES	0	0	0	0	0	0	0	0	N/A
611-00-3725-0000	LOCAL SAC CHARGES PAYABLE	21,568	4,470	5,000	11,875	5,000	16,800	5,000	0	0.0%
611-00-3727-0000	OUTSIDE SEWER REPAIR	600	1,050	600	750	600	900	750	150	25.0%
611-00-3900-0000	CAPITAL CONTRIBUTIONS	80,420	4,556	0	0	0	0	0	0	N/A
611-00-3910-0000	SALES OF CAPITAL ASSETS	0	20,000	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	0	0	239	0	20	0	0	N/A
REVENUE Totals:		1,075,087	1,138,878	1,025,400	1,096,670	1,116,680	898,033	1,234,550	117,870	10.6%
<b>EXPENSE</b>										
<b>PERSONAL SERVICES</b>										
611-00-4101-0000	FULL-TIME REGULAR	85,030	113,510	133,949	139,465	166,012	148,906	175,102	9,090	5.5%
611-00-4102-0000	OVERTIME	4,781	3,367	2,500	2,962	2,500	2,778	3,000	500	20.0%
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	5,613	6,229	6,000	6,422	6,000	4,124	6,500	500	8.3%
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	7,283	9,150	10,684	11,164	13,089	11,686	13,846	757	5.8%
611-00-4122-0000	FICA CONTRIB - CITY SHARE	7,006	8,768	10,897	10,595	13,350	11,296	14,122	772	5.8%
611-00-4131-0000	EMPLOYEE INSURANCE - CITY	12,422	17,943	23,392	21,779	28,992	25,837	30,209	1,217	4.2%
611-00-4141-0000	UNEMPLOYMENT COMPENSATION	0	0	0	0	0	0	0	0	N/A
611-00-4151-0000	WORKERS COMPENSATION	4,217	4,915	7,114	4,561	8,761	4,954	9,260	499	5.7%
611-00-4161-0000	PENSION EXPENSE	(20,597)	14,322	0	9,415	0	0	0	0	N/A
Total Personal Services		105,755	178,204	194,536	206,363	238,704	209,581	252,038	13,335	5.6%
<b>SUPPLIES</b>										
611-00-4200-0000	OFFICE SUPPLIES	157	149	200	0	200	168	200	0	0.0%
611-00-4208-0000	POSTAGE	1,358	1,375	1,500	1,436	1,500	1,090	1,500	0	0.0%
611-00-4212-0000	MOTOR FUELS & LUBRICANTS	0	0	0	0	0	0	0	0	N/A

**Sewer Fund**  
**2022 Budget**

Account Number	Description	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21 2021	Preliminary Budget 2022	Budget Change 2022	Percentage Change 2022
611-00-4215-0000	SHOP MATERIALS	0	0	0	0	0	0	0	0	N/A
611-00-4221-0000	MAINTENANCE OF EQUIPMENT	1,268	0	5,000	3,261	8,000	4,700	10,000	2,000	25.0%
611-00-4223-0000	MAINTENANCE OF BUILDINGS	1,469	0	0	123	0	3,659	0	0	N/A
611-00-4240-0000	SMALL TOOLS MINOR EQUIPMENT	484	907	900	360	900	139	900	0	0.0%
611-00-4245-0000	GENERAL SUPPLIES	475	996	1,700	414	2,000	1,317	2,000	0	0.0%
Total Supplies		5,211	3,427	9,300	5,594	12,600	11,073	14,600	2,000	15.9%
<b><u>OTHER SERVICES AND CHARGES</u></b>										
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	4,572	3,311	5,000	14,287	5,000	120,848	5,000	0	0.0%
611-00-4304-0000	LEGAL FEES	111	0	0	3,198	0	1,385	0	0	N/A
611-00-4312-0000	ENGINEERING	0	0	0	0	5,000	0	7,000	2,000	40.0%
611-00-4321-0000	COMMUNICATIONS - VOICE/DATA	2,549	8,620	10,900	9,627	10,000	9,633	10,000	0	0.0%
611-00-4331-0000	TRAVEL, CONFERENCE & SCHOOL	100	445	1,600	390	1,600	713	1,600	0	0.0%
611-00-4351-0000	PRINTING AND PUBLISHING	95	0	0	181	0	745	0	0	N/A
611-00-4360-0000	INSURANCE	0	0	0	0	0	2,500	0	0	N/A
611-00-4380-0000	UTILITY SERVICES	2,254	2,093	0	3,927	0	2,758	0	0	N/A
611-00-4385-0000	MCES SAC Payables Charges	770,921	869,163	826,307	826,307	995,899	995,899	1,070,850	74,951	7.5%
611-00-4386-0000	Excelsior Sewer Charges	45,500	50,848	50,000	50,000	32,000	848	32,000	0	0.0%
611-00-4400-0000	CONTRACTUAL SERVICES	27,011	45,898	32,000	9,871	32,000	43,769	32,000	0	0.0%
611-00-4410-0000	RENTALS	0	0	0	0	0	0	0	0	N/A
611-00-4420-0000	DEPRECIATION	91,392	96,378	100,000	102,474	105,000	0	105,000	0	0.0%
611-00-4433-0000	DUES AND SUBSCRIPTIONS	2,007	1,440	4,000	50	2,000	0	0	(2,000)	-100.0%
611-00-4437-0000	TAXES/LICENSES	475	498	500	0	500	498	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	1,077	5,123	5,600	6,486	5,600	7,386	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	0	0	2,400	0	15,000	12,600	525.0%
611-00-4680-0000	OTHER IMPROVEMENTS	4,741	0	0	608	0	0	25,000	25,000	N/A
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		952,805	1,083,817	1,035,907	1,027,406	1,196,999	1,186,982	1,309,550	112,551	9.4%
<b><u>NON-OPERATING EXPENSES</u></b>										
611-00-4711-0000	BOND INTEREST	0	0	0	1,553	4,013	4,520	4,916	903	22.5%
611-00-4720-0000	FISCAL AGENT FEES	0	0	0	0	2,500	0	500	(2,000)	-80.0%
611-00-4730-0000	BOND ISSUANCE COSTS	0	0	0	2,856	0	300	7,500	7,500	N/A
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	77,106	4,556	0	0	0	167,090	0	0	N/A
Total Non-Operating Expenses		89,606	17,056	12,500	16,909	19,013	184,410	25,416	6,403	33.7%
Total Expenses		1,153,377	1,282,504	1,252,243	1,256,272	1,467,316	1,592,046	1,601,604	134,289	9.2%

Sewer Fund  
2022 Budget

Account Number	Description	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21 2021	Preliminary Budget 2022	Budget Change 2022	Percentage Change 2022
	Change in Net Position	(78,290)	(143,626)	(226,843)	(159,602)	(350,636)	(694,013)	(367,054)	(16,419)	4.7%
	Non-Cash: Depreciation							105,000		
	Bond Proceeds							0		
	Bond Principal							(5,614)		
	Capital Acquisitions - Infrastructure							0		
	Capital Acquisitions - Other							(825,000)		
									50% of Water Truck \$75,000	
									Lift Station 10 Rehab \$150,000	
									Lift Station 7 Rehab \$240,000	
									Lift Station 9 Rehab \$240,000	
									repairs: I&I	
	Change in Cash							(1,092,668)		

**Recycling Fund**  
**2022 Budget**

Account Number	Description	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21 2021	Preliminary Budget 2022	Budget Change 2022	Percentage Change 2022
FUND 621	Recycling Utility									
<b>REVENUE</b>										
621-00-3353-0000	PERA PENSION OTHER REVENUE	56	19	0	26	0	0	0	0	N/A
621-00-3362-0000	MISC GRANTS	22,219	17,461	14,595	15,530	12,000	16,525	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 - CURRENT	198	215	300	220	300	3,329	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	4,084	9,646	1,000	3,912	2,000	0	3,000	1,000	50.0%
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	125	107	0	11	150	0	0	(150)	-100.0%
621-00-3710-0000	UTILITY REVENUE	160,043	163,261	160,000	162,978	165,000	124,971	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	(3,444)	6,453	6,500	0	6,500	6,377	6,500	0	0.0%
621-00-3920-0000	TRANSFERS IN	0	0	0	0	0	0	0	0	N/A
REVENUE Totals:		183,281	197,162	182,395	182,677	185,950	151,202	186,800	850	0.5%
<b>EXPENSE</b>										
<b>PERSONAL SERVICES</b>										
621-00-4101-0000	FULL-TIME REGULAR	9,476	10,841	10,948	11,892	14,582	13,389	15,015	433	3.0%
621-00-4102-0000	OVERTIME	0	0	0	0	0	470	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	712	813	821	892	1,094	1,039	1,126	32	2.9%
621-00-4122-0000	FICA CONTRIB - CITY SHARE	672	703	838	823	1,116	916	1,149	33	3.0%
621-00-4131-0000	EMPLOYEE INSURANCE - CITY	1,769	1,763	2,655	1,890	2,768	1,798	2,880	112	4.0%
621-00-4141-0000	UNEMPLOYMENT COMPENSATION	0	0	0	0	0	0	0	0	N/A
621-00-4151-0000	WORKERS COMPENSATION	95	82	57	82	76	86	78	2	2.6%
621-00-4161-0000	PENSION EXPENSE	(3,305)	641	0	(104)	0	0	0	0	N/A
Total Personal Services		9,419	14,843	15,319	15,475	19,636	17,698	20,248	612	3.1%
<b>SUPPLIES</b>										
621-00-4200-0000	OFFICE SUPPLIES	220	185	300	0	300	199	300	0	0.0%
621-00-4208-0000	POSTAGE	1,358	1,420	1,500	1,436	1,500	1,090	1,500	0	0.0%
621-00-4221-0000	MAINTENANCE OF EQUIPMENT	0	0	0	0	0	3,700	1,800	1,800	N/A
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	37	505	200	238	200	78	250	50	25.0%
Total Supplies		1,615	2,110	2,000	1,674	2,000	5,067	3,850	1,850	92.5%



Recycling Fund  
2022 Budget

Account Number	Description	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21 2021	Preliminary Budget 2022	Budget Change 2022	Percentage Change 2022
<b>OTHER SERVICES AND CHARGES</b>										
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	2,516	410	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	0	0	150	200	200	N/A
621-00-4331-0000	TRAVEL, CONFERENCE & SCHOOL	185	58	400	96	400	305	500	100	25.0%
621-00-4347-0000	CITY CLEANUP EXP	0	12,301	11,500	1,025	11,500	7,597	11,500	0	0.0%
621-00-4351-0000	PRINTING AND PUBLISHING	0	161	300	24	300	1,021	1,500	1,200	400.0%
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	122,795	130,806	125,000	144,509	130,000	129,016	171,600	41,600	32.0%
621-00-4400-0026	ORGANIC GARBAGE	210	1,145	400	114	400	1,648	2,500	2,100	525.0%
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	0	0	49	0	25	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	8,500	0	5,000	(3,500)	-41.2%
621-00-4450-0000	BANK SERVICE CHARGES	0	1,639	1,900	1,677	1,900	2,190	1,900	0	0.0%
Total Other Services and Charges		125,706	146,520	148,000	147,494	153,000	141,952	194,700	41,700	27.3%
<b>NON-OPERATING EXPENSES</b>										
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		136,740	163,473	165,319	164,643	174,636	164,717	218,798	44,162	25.3%
Change in Net Position		46,541	33,689	17,076	18,034	11,314	(13,515)	(31,998)	(43,312)	-382.8%

**Stormwater Management Fund**  
**2022 Budget**

Account Number	Description	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21 2021	Preliminary Budget 2022	Budget Change 2022	Percentage Change 2022
FUND 631	Storm Water Utility									
<b>REVENUE</b>										
631-00-3195-0000	FRANCHISE FEES - ELECTRIC	0	0	0	0	0	0	167,000	167,000	N/A
631-00-3196-0000	FRANCHISE FEES - GAS	0	0	0	0	0	0	148,000	148,000	N/A
631-00-3353-0000	PERA PENSION OTHER REVENUE	161	107	0	111	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 - CURRENT	205	228	0	240	0	7,107	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	13,715	14,766	5,000	28,678	1,000	0	5,000	4,000	400.0%
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	0	0	48,779	0	0	N/A
631-00-3710-0000	UTILITY REVENUE	381,792	404,649	400,464	411,134	432,000	329,255	466,560	34,560	8.0%
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	422,629	9,806	0	40,731	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	0	230,000	0	0	0	0	0	0	N/A
631-00-3940-0000	BOND PREMIUM	0	0	0	2,233	0	193	0	0	N/A
REVENUE Totals:		818,502	659,556	405,464	483,127	433,000	385,334	786,560	353,560	81.7%
<b>EXPENSE</b>										
<b>PERSONAL SERVICES</b>										
631-00-4101-0000	FULL-TIME REGULAR	26,807	62,123	50,761	50,622	53,627	51,489	56,455	2,828	5.3%
631-00-4102-0000	OVERTIME	318	2,188	800	184	800	0	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	2,033	4,571	3,867	3,811	4,082	3,862	4,294	212	5.2%
631-00-4122-0000	FICA CONTRIB - CITY SHARE	1,946	4,502	3,944	3,782	4,163	3,808	4,380	217	5.2%
631-00-4131-0000	EMPLOYEE INSURANCE - CITY	1,891	4,978	7,394	7,568	7,884	7,341	8,302	418	5.3%
631-00-4141-0000	UNEMPLOYMENT COMPENSATION	0	0	0	0	0	0	0	0	N/A
631-00-4151-0000	WORKERS COMPENSATION	985	2,694	2,996	1,549	3,032	1,491	3,236	204	6.7%
631-00-4161-0000	PENSION EXPENSE	(2,844)	25,601	0	(11,915)	0	0	0	0	N/A
Total Personal Services		31,136	106,657	69,762	55,601	73,588	67,991	77,467	3,879	5.3%
<b>SUPPLIES</b>										
631-00-4200-0000	OFFICE SUPPLIES	157	149	200	0	200	168	200	0	0.0%
631-00-4208-0000	POSTAGE	1,358	1,375	1,400	1,436	1,400	1,090	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**  
**2022 Budget**

Account Number	Description	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21 2021	Preliminary Budget 2022	Budget Change 2022	Percentage Change 2022
631-00-4221-0000	MAINTENANCE OF EQUIPMENT	0	0	0	0	0	296,612	3,000	3,000	N/A
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	0	0	305	0	0	250	250	N/A
631-00-4245-0000	GENERAL SUPPLIES	800	14,260	3,000	212	4,000	291	4,000	0	0.0%
Total Supplies		2,315	15,784	4,600	1,953	5,600	298,161	8,850	3,250	58.0%
<b>OTHER SERVICES AND CHARGES</b>										
631-00-4301-0000	AUDITING & ACCOUNTING	0	0	0	0	0	6,000	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	9,930	2,111	5,000	28,976	0	25,390	0	0	N/A
631-00-4303-0000	ENGINEERING FEES	34,224	68,515	35,000	29,824	40,000	341,458	45,000	5,000	12.5%
631-00-4304-0000	LEGAL FEES	0	7,133	15,000	2,496	15,000	4,569	15,000	0	0.0%
631-00-4312-0000	ENGINEERING	0	0	0	0	5,000	0	5,000	0	0.0%
631-00-4321-0000	COMMUNICATIONS - VOICE/DATA	576	0	0	0	0	0	0	0	N/A
631-00-4331-0000	TRAVEL, CONFERENCE & SCHOOL	0	0	0	0	0	446	3,000	3,000	N/A
631-00-4351-0000	PRINTING AND PUBLISHING	0	0	0	191	0	0	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	10,662	26,033	10,000	9,177	10,000	17,267	10,000	0	0.0%
631-00-4410-0000	RENTALS	0	0	2,000	0	2,000	0	2,000	0	0.0%
631-00-4420-0000	DEPRECIATION	59,395	63,641	62,000	68,095	70,000	0	75,000	5,000	7.1%
631-00-4433-0000	DUES AND SUBSCRIPTIONS	737	720	4,000	0	2,000	0	2,000	0	0.0%
631-00-4437-0000	TAXES/LICENSES	0	6,852	0	0	1,200	0	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	0	2,710	3,100	3,049	3,100	3,096	3,100	0	0.0%
631-00-4499-0000	FEMA ELIGIBLE EXPENSES	0	0	0	0	0	0	0	0	N/A
631-00-4610-0000	LAND	0	0	0	4,892	0	30,922	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	0	19,365	0	1,671	0	126,224	0	0	N/A
Total Other Services and Charges		115,524	197,080	136,100	148,371	148,300	555,372	161,300	13,000	8.8%
<b>NON-OPERATING EXPENSES</b>										
631-00-4711-0000	BOND INTEREST	0	0	0	14,497	37,469	42,345	46,237	8,768	23.4%
631-00-4720-0000	FISCAL AGENT FEES	0	0	0	0	2,500	0	500	(2,000)	-80.0%
631-00-4730-0000	BOND ISSUANCE COSTS	0	0	0	26,668	0	2,955	7,500	7,500	N/A
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	168,325	9,806	0	0	0	320,546	0	0	N/A
Total Non-Operating Expenses		168,325	9,806	0	41,165	39,969	365,846	54,237	14,268	35.7%
Total Expenses		317,300	329,327	210,462	247,090	267,457	1,287,370	301,854	34,397	12.9%
Change in Net Position		501,202	330,229	195,002	236,037	165,543	(902,036)	484,706	319,163	192.8%

**Stormwater Management Fund**  
**2022 Budget**

Account Number	Description	Actual 2018	Actual 2019	Budget 2020	Actual 2020	Budget 2021	YTD 11/30/21	Preliminary Budget 2022	Budget Change 2022	Percentage Change 2022
	Non-Cash: Depreciation							75,000		
	Bond Proceeds							750,000	Stream restoration - Smithtown/Freeman Shorewood Ln ravine 250,000	
	Bond Principal							(52,423)		
	Capital Acquisitions - Infrastructure							(750,000)	Stream restoration - Smithtown/Freeman Shorewood Ln ravine 250,000	
	Capital Acquisitions - Other							<u>(178,100)</u>	catch basin; street sweepings disposal; culverts; sediment cleaning	
	Change in Cash							<u>329,183</u>		





## City of Shorewood Council Meeting Item

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**Title / Subject:** Capital Improvement Plan 2022-2031

Meeting Date: December 13, 2021

Prepared by: Joe Rigdon, Finance Director

Reviewed by: Greg Lerud, City Administrator

Attachments: Resolution  
Capital Project Funds 2022 Budgets  
Capital Improvement Plan 2022-2031  
Streets Capital Improvement List 2022-2037

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### ***Capital Improvement Plan 2022-2031:***

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. Future fund balance surplus (deficit) projections for the City's various capital project funds are included to assist in financial planning. The 2022 amounts in the capital project fund projections are considered to be the preliminary 2022 budgets.

- 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 2021, the annual levy to the parks fund was \$100,000, and is proposed to increase to \$118,000 for 2022. Projects being proposed for 2022 include:
  - Silverwood Park Playground Equipment: \$265,000
- Equipment Replacement: The majority of the CIP for equipment replacement pertains to Public Works items, but also includes some administrative technology items. For 2021, the annual levy to the equipment fund was \$100,000, and is proposed to increase to \$118,000 in 2022. Projects being proposed for 2022 include various vehicles and equipment.
- Street Improvements: City Council and staff have discussed overall infrastructure system recommendations and are proposing the following projects for 2022:

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**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.*

- Shorewood Oaks Drainage (storm)
- Grant Street Drainage (storm)
- Smithtown Pond/Freeman Park Outlet (storm)
- Smithtown Pond Trail Connection (streets)
- Stream Restoration – Smithtown/Freeman: scoping, permitting, design (storm)
- Shorewood Lane Ravine (storm)
- Mill & Overlay (streets)

The proposed CIP shows street projects in 2022 – 2023, but no projects scheduled in 2024 and every other year thereafter. This extension of the project durations through 2037 may allow for less financial pressure in the financing and administration of projects. Issuance of street bonds and utility bonds can provide financing for each of the project years. A schedule prepared by the City Engineer of projects for years 2022 through 2037 is attached.

The City began incurring bonded indebtedness with debt issued in both 2020 and 2021. Since the street bonds and utility bonds, respectively, are planned to be issued with 12 year and 20 year repayment schedules, the City's outstanding debt will essentially grow larger each year until the first bonds issued in 2020 are paid off.

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 from 2022-2031, Street Reconstruction bonds and utility revenue bonds are proposed to be issued for project years 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. As noted, the utility funds cash reserves are not likely to be sufficient to finance the utility portions of the proposed street improvements. In order to finance the improvements, bonded debt with debt service repayments supported by utility revenues and franchise fees will be necessary.

#### **Financial or Budget Considerations:**

The adoption of these budgets does not limit the City Council's ability to modify spending priorities or authorizations throughout the year.

#### **Options:**

The City Council may choose to:

1. Approve the resolution adopting the 2022-2031 Capital Improvement Plan and 2022 budgets for the Capital Project funds as presented;
2. Make additional changes and adopt the amended Capital Improvement Plan and budgets.

**Recommendation / Action Requested:**

Staff recommends that the City Council adopt the Capital Improvement Plan and Capital Projects funds budgets resolution as submitted by staff.

**Next Steps:**

It is recommended that the City Council periodically review the Capital Improvement Plan and long-range financial plan funding projections.

**CITY OF SHOREWOOD**

**RESOLUTION NO. 21-156**

**ADOPTING THE 2022-2031 CAPITAL IMPROVEMENT PLAN,  
AND 2022 CAPITAL PROJECT FUND BUDGETS**

**WHEREAS**, City staff have presented the preliminary Capital Improvement Plan (CIP) and 2022 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 2022-2031 Capital Improvement Plan is hereby adopted as presented.
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 13th day of December, 2021.

**ATTEST:**

\_\_\_\_\_  
**Jennifer Labadie, Mayor**

\_\_\_\_\_  
**Sandie Thone, City Clerk**



**PARK CAPITAL IMPROVEMENT FUND**  
Fund: 402- Park Capital Outlay

	Actual 2018	Actual 2019	Actual 2020	YTD & Est. 2021 12/7/2021	Budget 2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030	Budget 2031
<b>REVENUES</b>														
Park Dedication Fees - Mattamy	87,888	-	-	-	-	-	-	-	-	-	-	-	-	-
Park Dedication Fees - Oppidan	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Park Dedication Fees - Other	13,000	19,500	19,500	97,500	26,000	-	-	-	-	-	-	-	-	-
Interest Earnings	9,053	14,873	2,333	563	300	190	(194)	(355)	309	775	604	147	913	368
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	-	-	-	-	-	-	-	-	-	-	-
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
Transfers in - Excess Reserves	-	180,000	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in - Badger Park Phase 2 (Water, Storm, Street)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in - correct Excelsior annexation detachment	18,850	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>172,791</b>	<b>406,373</b>	<b>141,833</b>	<b>204,063</b>	<b>169,300</b>	<b>123,190</b>	<b>127,806</b>	<b>132,645</b>	<b>138,309</b>	<b>143,775</b>	<b>148,604</b>	<b>153,147</b>	<b>158,913</b>	<b>163,368</b>
<b>EXPENDITURES</b>														
Other Improvements	466,624	479,155	352,799	256,696	315,000	200,000	160,000	-	45,000	177,900	240,000	-	268,000	250,000
Less: Silverwood exp. 2021	-	-	-	-	(123,782)	-	-	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>466,624</b>	<b>479,155</b>	<b>352,799</b>	<b>256,696</b>	<b>191,218</b>	<b>200,000</b>	<b>160,000</b>	<b>-</b>	<b>45,000</b>	<b>177,900</b>	<b>240,000</b>	<b>-</b>	<b>268,000</b>	<b>250,000</b>
<b>Revenues Over/(Under) Expenditures</b>	<b>(293,833)</b>	<b>(72,782)</b>	<b>(210,966)</b>	<b>(52,633)</b>	<b>(21,918)</b>	<b>(76,810)</b>	<b>(32,194)</b>	<b>132,645</b>	<b>93,309</b>	<b>(34,125)</b>	<b>(91,396)</b>	<b>153,147</b>	<b>(109,087)</b>	<b>(86,632)</b>
<b>Beginning Fund Balance</b>	<b>690,197</b>	<b>396,364</b>	<b>323,582</b>	<b>112,616</b>	<b>59,983</b>	<b>38,065</b>	<b>(38,745)</b>	<b>(70,938)</b>	<b>61,707</b>	<b>155,015</b>	<b>120,891</b>	<b>29,495</b>	<b>182,642</b>	<b>73,556</b>
<b>Ending Fund Balance</b>	<b>396,364</b>	<b>323,582</b>	<b>112,616</b>	<b>59,983</b>	<b>38,065</b>	<b>(38,745)</b>	<b>(70,938)</b>	<b>61,707</b>	<b>155,015</b>	<b>120,891</b>	<b>29,495</b>	<b>182,642</b>	<b>73,556</b>	<b>(13,077)</b>
<b>Expenditures</b>														
Badger Park Tennis Courts	0	0	212,282	18,842	-	-	-	-	-	-	-	-	-	-
Badger Park Phase 2	302,564	1,876	0	4,644	-	-	-	-	-	-	-	-	-	-
Badger Park Playground	164,060	248,785	62,691	10,054	-	-	-	-	-	-	-	-	-	-
Badger Park picnic shelter	0	75,224	13,655	2,318	-	-	-	-	-	-	-	-	-	-
Badger Park restroom	0	49,110	39,960	0	-	-	-	-	-	-	-	-	-	-
Badger Park bleachers	0	0	0	5,340	-	-	-	-	-	-	-	-	-	-
Freeman Park Parking Lot, Rink, Lights	0	0	0	0	-	-	-	-	-	-	-	-	-	-
Freeman Park Playground	0	86,060	0	0	-	-	-	-	-	-	-	-	-	-
Cathcart and Silverwood Parks - resurfacing courts	0	18,100	0	0	-	-	-	-	-	-	-	-	-	-
Silverwood Playground	0	0	0	101,414	-	-	-	-	-	-	-	-	-	-
Silverwood Park improvements	0	0	0	22,368	-	-	-	-	-	-	-	-	-	-
Christmas Lake Boat Landing	0	0	0	18,758	-	-	-	-	-	-	-	-	-	-
Freeman Park Ballfield #4 repair	0	0	24,211	72,958	-	-	-	-	-	-	-	-	-	-
	466,624	479,155	352,799	256,696	0	-	-	-	-	-	-	-	-	-

**EQUIPMENT REPLACEMENT FUND**  
Fund: 403 - Equipment Replacement

	Actual 2020	YTD & Est. 2021 11/4/2021	Budget 2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030	Budget 2031
<b>REVENUES</b>												
Interest Earnings	2,482	1,210	957	1,158	1,549	1,672	1,290	1,562	834	339	(368)	(1,537)
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
Transfers in - Excess Reserves	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>98,232</b>	<b>101,210</b>	<b>118,957</b>	<b>124,158</b>	<b>129,549</b>	<b>134,672</b>	<b>139,290</b>	<b>144,562</b>	<b>148,834</b>	<b>153,339</b>	<b>157,632</b>	<b>161,463</b>
<b>EXPENDITURES</b>												
Public Works	222,159	141,900	58,600	35,700	94,300	200,200	73,800	266,700	235,900	282,700	379,000	385,800
Administration	46,612	10,000	20,000	10,300	10,600	10,900	11,200	23,500	11,800	12,100	12,400	12,700
<b>TOTAL EXPENDITURES</b>	<b>268,771</b>	<b>151,900</b>	<b>78,600</b>	<b>46,000</b>	<b>104,900</b>	<b>211,100</b>	<b>85,000</b>	<b>290,200</b>	<b>247,700</b>	<b>294,800</b>	<b>391,400</b>	<b>398,500</b>
<b>Revenues Over/(Under) Expenditures</b>	<b>(170,539)</b>	<b>(50,690)</b>	<b>40,357</b>	<b>78,158</b>	<b>24,649</b>	<b>(76,428)</b>	<b>54,290</b>	<b>(145,638)</b>	<b>(98,866)</b>	<b>(141,461)</b>	<b>(233,768)</b>	<b>(237,037)</b>
<b>Beginning Fund Balance</b>	<b>412,551</b>	<b>242,012</b>	<b>191,322</b>	<b>231,679</b>	<b>309,837</b>	<b>334,486</b>	<b>258,059</b>	<b>312,349</b>	<b>166,711</b>	<b>67,844</b>	<b>(73,617)</b>	<b>(307,385)</b>
<b>Ending Fund Balance</b>	<b>242,012</b>	<b>191,322</b>	<b>231,679</b>	<b>309,837</b>	<b>334,486</b>	<b>258,059</b>	<b>312,349</b>	<b>166,711</b>	<b>67,844</b>	<b>(73,617)</b>	<b>(307,385)</b>	<b>(544,422)</b>

**STREET IMPROVEMENT FUND**  
Fund: 404 - Street Improvement Fund

Bond Interest Rate 2.00%  
Bond Duration (Years) 12

	Actual 2020	Projected 2021	Budget 2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030	Budget 2031
<b>REVENUES</b>												
Franchise Fees - Electric	167,525	167,000										
Franchise Fees - Gas	148,200	148,000										
Interest Earnings	48,908	20,697	23,389	23,306	21,625	21,733	25,842	25,971	21,326	21,433	21,540	21,647
Grants	-	-	-	-	-	-	-	-	-	-	-	-
MSA Funds - Galpin Lake Rd/Trail	-	-	-	-	-	800,000	-	-	-	-	-	-
Miscellaneous revenue	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in - Excess Reserves	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in - 2020A Bond Proceeds Re-allocation (from utilities)	-	696,956	-	-	-	-	-	-	-	-	-	-
Bond Proceeds (Based on Eligible Costs)	2,992,232	3,200,539	1,464,500	5,541,703	-	1,297,884	-	2,251,428	-	1,499,309	-	1,238,845
<b>Levy</b>												
Capital Levy (formerly transfers in - Budget through 2020)	835,000	693,614	118,000	123,000	128,000	133,000	138,000	143,000	148,000	153,000	158,000	163,000
Debt Levy	-	208,186	515,373	681,776	1,201,019	1,196,242	1,324,691	1,319,808	1,538,320	1,533,333	1,675,369	1,670,035
Debt Levy Reduction	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Levy</b>	<b>835,000</b>	<b>901,800</b>	<b>633,373</b>	<b>804,776</b>	<b>1,329,019</b>	<b>1,329,242</b>	<b>1,462,691</b>	<b>1,462,808</b>	<b>1,686,320</b>	<b>1,686,333</b>	<b>1,833,369</b>	<b>1,833,035</b>
<b>TOTAL REVENUES</b>	<b>4,191,865</b>	<b>5,134,992</b>	<b>2,121,262</b>	<b>6,369,785</b>	<b>1,350,644</b>	<b>3,448,859</b>	<b>1,488,533</b>	<b>3,740,207</b>	<b>1,707,646</b>	<b>3,207,075</b>	<b>1,854,909</b>	<b>3,093,528</b>
<b>Total Levy Change</b>			-30%	27%	65%	0%	10%	0%	15%	0%	9%	0%
<b>EXPENDITURES</b>												
2021 - Glen/Amlee/Manitou (FUND 407)	279,572	1,625,706	-	-	-	-	-	-	-	-	-	-
2020 - Woodside (FUND 408)	439,296	23,915	-	-	-	-	-	-	-	-	-	-
2023 - Strawberry (FUND 409)	261,432	-	-	-	-	-	-	-	-	-	-	-
2020 - Islands (FUND 410)	630,817	38,769	-	-	-	-	-	-	-	-	-	-
2021 - Lafayette Avenue (FUND 411)	304	44,179	-	-	-	-	-	-	-	-	-	-
2022 - Smithtown Ponds (FUND 412) - bond eligible portion	39,249	67,430	-	-	-	-	-	-	-	-	-	-
2021 - Mill & Overlay (FUND 413)	39,007	2,060,993	-	-	-	-	-	-	-	-	-	-
2023 - Birch Bluff Rd (FUND 414)	-	80,329	-	-	-	-	-	-	-	-	-	-
2023 - Galpin Lake Road/Trail (FUND 415)	-	3,185	-	-	-	-	-	-	-	-	-	-
2021 - Minnetonka Blvd & St. Albans Rd (with Greenwood) (FUND 404)	-	93,166	-	-	-	-	-	-	-	-	-	-
Total Initial Costs (may also be included in bonding)	1,689,677	4,037,672	-	-	-	-	-	-	-	-	-	-
CIP Street Program: (bonded and non-bonded)	-	4,288,449	1,504,500	5,901,183	-	1,297,884	-	3,206,476	-	1,499,309	-	1,238,845
Deduct Street Costs Included Above	-	(4,037,672)	-	-	-	-	-	-	-	-	-	-
Total CIP Street Program (bonded and non-bonded)	-	250,777	1,504,500	5,901,183	-	1,297,884	-	3,206,476	-	1,499,309	-	1,238,845
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
Debt Service - 2021 Bonds	-	-	282,891	312,806	310,023	307,241	309,708	306,873	309,288	306,401	308,763	305,529
Debt Service - 2022 Bonds	-	-	-	138,483	138,483	138,483	138,483	138,483	138,483	138,483	138,483	138,483
Debt Service - 2023 Bonds	-	-	-	-	524,021	524,021	524,021	524,021	524,021	524,021	524,021	524,021
Debt Service - 2024 Bonds	-	-	-	-	-	-	-	-	-	-	-	-
Debt Service - 2025 Bonds	-	-	-	-	-	-	122,727	122,727	122,727	122,727	122,727	122,727
Debt Service - 2026 Bonds	-	-	-	-	-	-	-	-	-	-	-	-
Debt Service - 2027 Bonds	-	-	-	-	-	-	-	-	212,894	212,894	212,894	212,894
Debt Service - 2028 Bonds	-	-	-	-	-	-	-	-	-	-	-	-
Debt Service - 2029 Bonds	-	-	-	-	-	-	-	-	-	-	141,774	141,774
Debt Service - 2030 Bonds	-	-	-	-	-	-	-	-	-	-	-	-
Debt Service - 2031 Bonds	-	-	-	-	-	-	-	-	-	-	-	-
Debt Service - 2032 Bonds	-	-	-	-	-	-	-	-	-	-	-	-
Debt Service - 2033 Bonds	-	-	-	-	-	-	-	-	-	-	-	-
Debt Service - 2034 Bonds	-	-	-	-	-	-	-	-	-	-	-	-
Debt Service - 2035 Bonds	-	-	-	-	-	-	-	-	-	-	-	-
Debt Service - 2036 Bonds	-	-	-	-	-	-	-	-	-	-	-	-
Debt Service - 2037 Bonds	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Debt Service</b>	<b>-</b>	<b>208,186</b>	<b>515,373</b>	<b>681,776</b>	<b>1,201,019</b>	<b>1,196,242</b>	<b>1,324,691</b>	<b>1,319,808</b>	<b>1,538,320</b>	<b>1,533,333</b>	<b>1,675,369</b>	<b>1,670,035</b>

**STREET IMPROVEMENT FUND**  
Fund: 404 - Street Improvement Fund

Bond Interest Rate 2.00%  
Bond Duration (Years) 12

	Actual 2020	Projected 2021	Budget 2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030	Budget 2031
Street Sign Replacement	-	-	-	-	-	-	-	-	-	-	-	-
Sealcoating/Overlay, pavement marking & Other	79,078	100,000	118,000	123,000	128,000	133,000	138,000	143,000	148,000	153,000	158,000	163,000
Transfers out - Badger Park Phase 2	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>1,812,794</b>	<b>4,596,635</b>	<b>2,137,873</b>	<b>6,705,959</b>	<b>1,329,019</b>	<b>2,627,126</b>	<b>1,462,691</b>	<b>4,669,284</b>	<b>1,686,320</b>	<b>3,185,642</b>	<b>1,833,369</b>	<b>3,071,880</b>
<b>Revenues Over/(Under) Expenditures</b>	<b>2,379,071</b>	<b>538,357</b>	<b>(16,611)</b>	<b>(336,174)</b>	<b>21,625</b>	<b>821,733</b>	<b>25,842</b>	<b>(929,077)</b>	<b>21,326</b>	<b>21,433</b>	<b>21,540</b>	<b>21,647</b>
<b>Beginning Fund Balance</b>	<b>1,760,420</b>	<b>4,139,491</b>	<b>4,677,848</b>	<b>4,661,238</b>	<b>4,325,064</b>	<b>4,346,689</b>	<b>5,168,423</b>	<b>5,194,265</b>	<b>4,265,188</b>	<b>4,286,514</b>	<b>4,307,947</b>	<b>4,329,486</b>
<b>Ending Fund Balance</b>	<b>4,139,491</b>	<b>4,677,848</b>	<b>4,661,238</b>	<b>4,325,064</b>	<b>4,346,689</b>	<b>5,168,423</b>	<b>5,194,265</b>	<b>4,265,188</b>	<b>4,286,514</b>	<b>4,307,947</b>	<b>4,329,486</b>	<b>4,351,134</b>

**CIP Street Program Detail:**

	Lake Mary Outlet	Glen Amlee Manitou	Shorewood Oaks Drainage	Strawberry Lane Recon	2025 Mill & Overlay	Galpin Lake Rd/Trail	Grant Lorenz Channel	2030 Street Reconstruction	Edgewood
CIP Street Program: Project #1	558,000	3,578,042	190,000	3,911,106	494,240	2,055,248	282,871	-	2,402,703
Less: Water portion of CIP Street Program	-	(645,770)	-	(394,943)	-	(396,582)	-	-	(750,245)
Less: Sanitary Sewer portion of CIP Street Program	-	(74,123)	-	(180,250)	-	-	-	-	(228,335)
Less: Storm Water portion of CIP Street Program	(558,000)	(729,700)	(190,000)	(1,352,236)	-	(401,109)	(282,871)	-	(185,278)
Streets portion of CIP Street Program	-	2,128,449	-	1,983,677	494,240	1,257,557	-	-	1,238,845
Less: Street Reconstruction Bonds - Ineligible Costs	-	(144,589)	-	(112,208)	-	(703,216)	-	-	-
Street Reconstruction Bonds - Eligible Costs	-	1,983,860	-	1,871,469	494,240	554,341	-	-	1,238,845
Storm Water - Eligible Costs	-	-	-	1,352,236	-	40,111	-	-	-
Total - Eligible Costs	-	1,983,860	-	3,223,705	494,240	594,452	-	-	1,238,845

	Beverly Drive Wetland	Sweetwater Curve Watermain	Grant Street Drainage	Strawberry Ct	Eureka Rd	Stream Restoration Smithtown/Freeman	Grant Lorenz Reclaim	2031 Street Reconstruction
CIP Street Program: Project #2	310,000	270,000	430,000	555,829	822,220	1,738,911	1,189,381	-
Less: Water portion of CIP Street Program	-	(270,000)	-	(283,250)	-	-	-	-
Less: Sanitary Sewer portion of CIP Street Program	-	-	-	-	(127,849)	-	(143,895)	-
Less: Storm Water portion of CIP Street Program	(310,000)	-	(430,000)	(52,242)	-	(1,738,911)	(136,516)	-
Streets portion of CIP Street Program	-	-	-	220,337	694,371	-	908,970	-
Less: Street Reconstruction Bonds - Ineligible Costs	-	-	-	(5,665)	-	-	-	-
Street Reconstruction Bonds - Eligible Costs	-	-	-	214,672	694,371	-	908,970	-
Storm Water - Eligible Costs	-	-	-	-	-	-	-	-
Total - Eligible Costs	-	-	-	214,672	694,371	-	908,970	-

	Enchanted & Shady Islands	2021 Mill & Overlay	Strawberry (ROW)	Peach Circle	Mill Street Trail (ROW)	Noble Road Reclaim	2029 Mill & Overlay	
CIP Street Program: Project #3	1,161,140	2,160,000	150,000	516,009	109,273	567,300	590,339	-
Less: Water portion of CIP Street Program	-	-	-	(115,824)	-	-	-	-
Less: Sanitary Sewer portion of CIP Street Program	(210,000)	-	-	(46,515)	-	(74,194)	-	-
Less: Storm Water portion of CIP Street Program	(120,000)	-	-	(31,158)	-	-	-	-
Streets portion of CIP Street Program	831,140	2,160,000	150,000	353,670	109,273	493,106	590,339	-
Less: Street Reconstruction Bonds - Ineligible Costs	-	(60,000)	-	-	-	-	-	-
Street Reconstruction Bonds - Eligible Costs	831,140	2,100,000	150,000	322,512	109,273	493,106	590,339	-
Storm Water - Eligible Costs	120,000	-	-	-	-	-	-	-
Total - Eligible Costs	951,140	2,100,000	150,000	322,512	109,273	493,106	590,339	-



**STREET IMPROVEMENT FUND**  
Fund: 404 - Street Improvement Fund

Bond Interest Rate 2.00%  
Bond Duration (Years) 12

	Actual 2020	Projected 2021	Budget 2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030	Budget 2031
	Mill & Overlay Drainage			Smithtown Pond/Freeman Park Outlet			Birch Bluff			Noble Road Recon		
CIP Street Program: Project #4	1,020,000	100,000	1,942,000	3,318,933				2,303,706	-	-	-	-
Less: Water portion of CIP Street Program	(649,740)	-	-	(859,020)			-	(416,179)	-	-	-	-
Less: Sanitary Sewer portion of CIP Street Program	(34,000)	-	-	(120,510)			-	(202,873)	-	-	-	-
Less: Storm Water portion of CIP Street Program	-	(100,000)	(1,942,000)	(387,280)			-	(481,099)	-	-	-	-
Streets portion of CIP Street Program	336,260	-	-	1,952,123	-	-	-	1,203,555	-	-	-	-
Less: Street Reconstruction Bonds - Ineligible Costs	-	-	-	(210,449)	-	-	-	(135,905)	-	-	-	-
Street Reconstruction Bonds - Eligible Costs	336,260	-	-	1,741,674	-	-	-	1,067,650	-	-	-	-
Storm Water - Eligible Costs	-	-	582,000	39,140	-	-	-	96,220	-	-	-	-
Total - Eligible Costs	336,260	-	582,000	1,780,814	-	-	-	1,163,870	-	-	-	-
	Lafayette Avenue			Stream Restoration Smithtown/Freeman			Noble Rd Channel Widening					
CIP Street Program: Project #5	255,700	-	500,000	-	-	-	-	266,633	-	-	-	-
Less: Water portion of CIP Street Program	(102,194)	-	-	-	-	-	-	-	-	-	-	-
Less: Sanitary Sewer portion of CIP Street Program	(109,023)	-	-	-	-	-	-	-	-	-	-	-
Less: Storm Water portion of CIP Street Program	-	-	(500,000)	-	-	-	-	(266,633)	-	-	-	-
Streets portion of CIP Street Program	44,483	-	-	-	-	-	-	-	-	-	-	-
Less: Street Reconstruction Bonds - Ineligible Costs	-	-	-	-	-	-	-	-	-	-	-	-
Street Reconstruction Bonds - Eligible Costs	44,483	-	-	-	-	-	-	-	-	-	-	-
Storm Water - Eligible Costs	-	-	-	-	-	-	-	-	-	-	-	-
Total - Eligible Costs	44,483	-	-	-	-	-	-	-	-	-	-	-
				Smithtown Pond Trail Connection			Mill Street Trail Construction					
CIP Street Program: Project #6	-	-	40,000	-	-	-	-	115,927	-	-	-	-
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	-	-	40,000	-	-	-	-	115,927	-	-	-	-
Less: Street Reconstruction Bonds - Ineligible Costs	-	-	(40,000)	-	-	-	-	(115,927)	-	-	-	-
Street Reconstruction Bonds - Eligible Costs	-	-	-	-	-	-	-	-	-	-	-	-
Storm Water - Eligible Costs	-	-	-	-	-	-	-	-	-	-	-	-
Total - Eligible Costs	-	-	-	-	-	-	-	-	-	-	-	-
				Shorewood Lane Ravine								
CIP Street Program: Project #7	-	-	250,000	-	-	-	-	-	-	-	-	-
Less: Water portion of CIP Street Program	-	-	-	-	-	-	-	-	-	-	-	-
Less: Sanitary Sewer portion of CIP Street Program	-	-	-	-	-	-	-	-	-	-	-	-
Less: Storm Water portion of CIP Street Program	-	-	(250,000)	-	-	-	-	-	-	-	-	-
Streets portion of CIP Street Program	-	-	-	-	-	-	-	-	-	-	-	-
Less: Street Reconstruction Bonds - Ineligible Costs	-	-	-	-	-	-	-	-	-	-	-	-
Street Reconstruction Bonds - Eligible Costs	-	-	-	-	-	-	-	-	-	-	-	-
Storm Water - Eligible Costs	-	-	-	-	-	-	-	-	-	-	-	-
Total - Eligible Costs	-	-	-	-	-	-	-	-	-	-	-	-

**STREET IMPROVEMENT FUND**  
Fund: 404 - Street Improvement Fund

Bond Interest Rate 2.00%  
Bond Duration (Years) 12

	Actual 2020	Projected 2021	Budget 2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030	Budget 2031
			2022 Mill & Overlay									
CIP Street Program: Project #8	-	-	732,500	-	-	-	-	-	-	-	-	-
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	-	-	732,500	-	-	-	-	-	-	-	-	-
Less: Street Reconstruction Bonds - Ineligible Costs	-	-	-	-	-	-	-	-	-	-	-	-
Street Reconstruction Bonds - Eligible Costs	-	-	732,500	-	-	-	-	-	-	-	-	-
Storm Water - Eligible Costs	-	-	-	-	-	-	-	-	-	-	-	-
Total - Eligible Costs	-	-	732,500	-	-	-	-	-	-	-	-	-
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	3,304,840	6,108,042	4,234,500	8,301,877	-	1,425,733	-	7,047,725	-	2,062,591	-	2,402,703
Less: Water portion of CIP Street Program	(751,934)	(915,770)	-	(1,653,037)	-	-	-	(812,761)	-	-	-	(750,245)
Less: Sanitary Sewer portion of CIP Street Program	(353,023)	(74,123)	-	(300,760)	-	(127,849)	-	(202,873)	-	(143,895)	-	(238,335)
Less: Storm Water portion of CIP Street Program	(988,000)	(829,700)	(3,312,000)	(1,838,273)	-	-	-	(2,961,946)	-	(419,387)	-	(185,278)
Total Streets portion of CIP Street Program	1,211,883	4,288,449	922,500	4,509,807	-	1,297,884	-	3,070,145	-	1,499,309	-	1,238,845
Less: Street Reconstruction Bonds - Ineligible Costs	-	(204,589)	(40,000)	(359,480)	-	-	-	(955,048)	-	-	-	-
Street Reconstruction Bonds - Eligible Costs	1,211,883	4,083,860	882,500	4,150,327	-	1,297,884	-	2,115,097	-	1,499,309	-	1,238,845
Storm Water - Eligible Costs	120,000	-	582,000	1,391,376	-	-	-	136,331	-	-	-	-
Total - Eligible Costs	1,331,883	4,083,860	1,464,500	5,541,703	-	1,297,884	-	2,251,428	-	1,499,309	-	1,238,845
2020A Proceeds Available for 2021 Projects		883,321	-	-	-	-	-	-	-	-	-	-
Bond Amount	3,200,539	1,464,500	5,541,703	-	1,297,884	-	2,251,428	-	1,499,309	-	1,238,845	-

**MSA STREET CONSTRUCTION FUND**  
Fund: 405 - MSA Capital Outlay

	Actual 2017	Actual 2018	Actual 2019	Actual 2020	YTD & Est. 2021 11/4/2021	Budget 2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030	Budget 2031
<b>REVENUES</b>															
Interest Earnings	1,557	1,965	4,213	1,558	690	197	198	199	200	201	202	203	204	205	206
MSA	116,711	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in - Budget	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in - Excess Reserves	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>118,268</b>	<b>1,965</b>	<b>4,213</b>	<b>1,558</b>	<b>690</b>	<b>197</b>	<b>198</b>	<b>199</b>	<b>200</b>	<b>201</b>	<b>202</b>	<b>203</b>	<b>204</b>	<b>205</b>	<b>206</b>
<b>EXPENDITURES</b>															
Other Improvements	116,711	-	-	-	99,255	-	-	-	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>116,711</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>99,255</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Revenues Over/(Under) Expenditures</b>	<b>1,557</b>	<b>1,965</b>	<b>4,213</b>	<b>1,558</b>	<b>(98,565)</b>	<b>197</b>	<b>198</b>	<b>199</b>	<b>200</b>	<b>201</b>	<b>202</b>	<b>203</b>	<b>204</b>	<b>205</b>	<b>206</b>
<b>Beginning Fund Balance</b>	<b>128,743</b>	<b>130,300</b>	<b>132,265</b>	<b>136,478</b>	<b>138,036</b>	<b>39,471</b>	<b>39,669</b>	<b>39,867</b>	<b>40,066</b>	<b>40,267</b>	<b>40,468</b>	<b>40,670</b>	<b>40,874</b>	<b>41,078</b>	<b>41,283</b>
<b>Ending Fund Balance</b>	<b>130,300</b>	<b>132,265</b>	<b>136,478</b>	<b>138,036</b>	<b>39,471</b>	<b>39,669</b>	<b>39,867</b>	<b>40,066</b>	<b>40,267</b>	<b>40,468</b>	<b>40,670</b>	<b>40,874</b>	<b>41,078</b>	<b>41,283</b>	<b>41,490</b>

\$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 2017	Actual 2018	Actual 2019	Actual 2020	YTD & Est. 2021 11/4/2021	Budget 2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030	Budget 2031
<b>REVENUES</b>															
Interest Earnings	(8,758)	-	15	4	2	2	2	2	2	2	2	2	2	2	2
Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
MSA	-	760,000	-	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in - Budget	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in - Excess Reserves	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>(8,758)</b>	<b>760,000</b>	<b>15</b>	<b>4</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>EXPENDITURES</b>															
Other Improvements (TO BE DETERMINED)	53,406	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>53,406</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Revenues Over/(Under) Expenditures</b>	<b>(62,164)</b>	<b>760,000</b>	<b>15</b>	<b>4</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>Beginning Fund Balance</b>	<b>(697,433)</b>	<b>(759,597)</b>	<b>403</b>	<b>418</b>	<b>422</b>	<b>424</b>	<b>426</b>	<b>428</b>	<b>431</b>	<b>433</b>	<b>435</b>	<b>437</b>	<b>439</b>	<b>441</b>	<b>444</b>
<b>Ending Fund Balance</b>	<b>(759,597)</b>	<b>403</b>	<b>418</b>	<b>422</b>	<b>424</b>	<b>426</b>	<b>428</b>	<b>431</b>	<b>433</b>	<b>435</b>	<b>437</b>	<b>439</b>	<b>441</b>	<b>444</b>	<b>446</b>



**COMMUNITY INFRASTRUCTURE FUND**

Fund: 450 - Community Infrastructure Capital Outlay

	Actual 2017	Actual 2018	Actual 2019	Actual 2020	YTD & Est. 2021 11/4/2021	Budget 2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030	Budget 2031
<b>REVENUES</b>															
Interest Earnings	1,305	1,977	7,860	2,045	1,153	1,158	1,164	1,170	1,176	1,182	1,188	1,193	1,199	1,205	1,211
Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous revenue	187,663	49,559	21,044	9,200	5,000	-	-	-	-	-	-	-	-	-	-
Sale of 22000 Stratford Place	-	5,000	138,802	-	-	-	-	-	-	-	-	-	-	-	-
Encroachment Agreement - Fisk	-	-	5,000	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in - Budget	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in - Excess Reserves	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>188,968</b>	<b>56,536</b>	<b>172,706</b>	<b>11,245</b>	<b>6,153</b>	<b>1,158</b>	<b>1,164</b>	<b>1,170</b>	<b>1,176</b>	<b>1,182</b>	<b>1,188</b>	<b>1,193</b>	<b>1,199</b>	<b>1,205</b>	<b>1,211</b>
<b>EXPENDITURES</b>															
Public Works Roof	-	-	15,000	185,103	-	-	-	-	-	-	-	-	-	-	-
Other Improvements	219,252	54,980	21,043	9,880	5,000	-	-	-	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>219,252</b>	<b>54,980</b>	<b>36,043</b>	<b>194,983</b>	<b>5,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Revenues Over/(Under) Expenditures</b>	<b>(30,284)</b>	<b>1,556</b>	<b>136,663</b>	<b>(183,738)</b>	<b>1,153</b>	<b>1,158</b>	<b>1,164</b>	<b>1,170</b>	<b>1,176</b>	<b>1,182</b>	<b>1,188</b>	<b>1,193</b>	<b>1,199</b>	<b>1,205</b>	<b>1,211</b>
<b>Beginning Fund Balance</b>	<b>306,313</b>	<b>276,029</b>	<b>277,585</b>	<b>414,248</b>	<b>230,510</b>	<b>231,663</b>	<b>232,821</b>	<b>233,985</b>	<b>235,155</b>	<b>236,331</b>	<b>237,512</b>	<b>238,700</b>	<b>239,893</b>	<b>241,093</b>	<b>242,298</b>
<b>Ending Fund Balance</b>	<b>276,029</b>	<b>277,585</b>	<b>414,248</b>	<b>230,510</b>	<b>231,663</b>	<b>232,821</b>	<b>233,985</b>	<b>235,155</b>	<b>236,331</b>	<b>237,512</b>	<b>238,700</b>	<b>239,893</b>	<b>241,093</b>	<b>242,298</b>	<b>243,510</b>
<b>Land Held For Resale</b>	<b>150,068</b>	<b>150,068</b>	<b>150,068</b>	<b>150,068</b>	<b>150,068</b>	<b>150,068</b>	<b>150,068</b>	<b>150,068</b>	<b>150,068</b>	<b>150,068</b>	<b>150,068</b>	<b>150,068</b>	<b>150,068</b>	<b>150,068</b>	<b>150,068</b>
<b>Fund Balance, Excluding Land Held For Resale</b>	<b>125,961</b>	<b>127,517</b>	<b>264,180</b>	<b>80,442</b>	<b>81,595</b>	<b>82,753</b>	<b>83,917</b>	<b>85,087</b>	<b>86,263</b>	<b>87,444</b>	<b>88,632</b>	<b>89,825</b>	<b>91,025</b>	<b>92,230</b>	<b>93,442</b>

City of Shorewood, Minnesota  
Capital Improvement Program  
2022 thru 2031

**PROJECTS BY FUNDING SOURCE**

Source	#	Priority	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
<b>201 - Community &amp; Event Center</b>													
SCEC - Mechanical Systems	SCEC-19-01	n/a	10,000	10,000									20,000
SCEC - Windows	SCEC-22-01	n/a		5,000									5,000
SCEC - Exterior Painting & Caulking	SCEC-22-03	n/a	5,000										5,000
SCEC - Replace Counter Tops and Sinks	SCEC-22-04	n/a	12,000										12,000
<b>201 - Community &amp; Event Center Total</b>			<b>27,000</b>	<b>15,000</b>									<b>42,000</b>
<b>402 - Park Improvements</b>													
Freeman Park Overlay Trails	P0105	n/a		200,000									200,000
Freeman Park Fence Repair	P0109	n/a	30,000										30,000
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
Silverwood Park Playground Equipment	P0501	n/a	265,000										265,000
Silverwood Park Retaining Walls Replacement	P0502	n/a						27,900					27,900
South Shore Park Master Plan	P0700	n/a			10,000								10,000
South Shore Park Reconstruction Project	P0701	n/a							90,000				90,000
Merry Lane Boat Landing	P0801	n/a	20,000										20,000
<b>402 - Park Improvements Total</b>			<b>315,000</b>	<b>200,000</b>	<b>160,000</b>		<b>45,000</b>	<b>177,900</b>	<b>240,000</b>		<b>268,000</b>	<b>250,000</b>	<b>1,655,900</b>

Source	#	Priority	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
<b>403 - Equipment Replacement Fund</b>													
Dump Truck - Freightliner	004	n/a									233,500		233,500
Dump Truck - Freightliner	005	n/a										240,800	240,800
Truck - Ford 550 w/crane, tool box	007	n/a								152,700			152,700
Pickup - 4 x 4 Ford F250	010	n/a									46,700		46,700
Pickup - 4 x 4 Ford F150	011	n/a								41,400			41,400
Trailer 18' - Felling FT 18WD	059	n/a										24,800	24,800
Trailer 12' - Felling FT Parks	069	n/a	14,000										14,000
Mower - Toro Groundsmaster 7210	075	n/a					31,900						31,900
Pickup - 4 x 4 Ford F250	078	n/a										48,200	48,200
Pickup - 4 x 4 Ford F150	080	n/a										44,000	44,000
Pickup - 4 x 4 Ford F350	081	n/a									49,400		49,400
Mower - Toro Groundsmaster 7210	084	n/a					31,900						31,900
Pickup - 4 x 4 Ford F350	090	n/a									49,400		49,400
Truck - Ford 550 One Ton Dump Truck	091	n/a			94,300								94,300
Mower - Toro Groundsmaster 7210	091b	n/a		29,000						34,900			63,900
Dump Truck - Freightliner	092	n/a				200,200							200,200
Skid Steer - Case SV185	097	n/a								53,700			53,700
Dump Truck - Freightliner	098	n/a						212,900					212,900
Sweeper	099	n/a							235,900				235,900
Pickup - 4x4 Ford F150	106	n/a	33,900										33,900
Attach Skid Steer - Blower	A03	n/a					10,000					11,700	21,700
Attach Skid Steer - V Plow	A04	n/a		6,700								8,500	15,200
Attach Skid Steer - snow bucket	A08	n/a						6,800					6,800
Attach MultiOne - blower	A09	n/a										7,800	7,800
Attach MultiOne - Dirt Bucket	A10	n/a						11,000					11,000
Attach skid steer broom	A15	n/a	7,500										7,500
Attach skid steer leveling bar	A16	n/a	3,200										3,200
Color Copier Replacement	T-13-03	n/a	10,000					12,000					22,000
800 Mhz Radio Replacement	T-19-01	n/a						36,000					36,000
Computer Upgrades	T-99-99	n/a	10,000	10,300	10,600	10,900	11,200	11,500	11,800	12,100	12,400	12,700	113,500
<b>403 - Equipment Replacement Fund Total</b>			<b>78,600</b>	<b>46,000</b>	<b>104,900</b>	<b>211,100</b>	<b>85,000</b>	<b>290,200</b>	<b>247,700</b>	<b>294,800</b>	<b>391,400</b>	<b>398,500</b>	<b>2,148,200</b>
<b>404 - Street Reconstruction Fund</b>													
Mill & Overlay and Striping	LR-99-100	n/a	732,500			494,240				590,339			1,817,079
Strawberry Ln ROW acquisition	ST-19-02	n/a	150,000										150,000

Wednesday, December 8, 2021

Source	#	Priority	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Edgewood Rd reclaim	ST-21-01	n/a										1,238,846	1,238,846
Strawberry Court reclaim	ST-22-01	n/a		220,338									220,338
Peach Circle reconstruction	ST-22-02	n/a		353,671									353,671
Strawberry Ln reconstruction	ST-23-01	n/a		1,983,677									1,983,677
Grant Lorenz Rd reclaim	ST-23-02	n/a								908,970			908,970
Eureka Rd N Mill & Overlay	ST-23-03	n/a				694,371							694,371
Birch Bluff Rd reconstruction	ST-23-99	n/a		1,952,123									1,952,123
Noble Rd recon	ST-24-01	n/a						1,203,555					1,203,555
Noble Rd Reclaim	ST-24-02	n/a						493,107					493,107
Galpin Lake Rd/Trail	ST-24-03	n/a						1,257,557					1,257,557
Mill Street Trail Construction	T004	n/a						115,927					115,927
Mill Street Trail ROW - County Led	T017	n/a				109,273							109,273
Smithtown Pond Trail Connection	T018	n/a	40,000										40,000
<b>404 - Street Reconstruction Fund Total</b>			<b>922,500</b>	<b>4,509,809</b>		<b>1,297,884</b>		<b>3,070,146</b>		<b>1,499,309</b>		<b>1,238,846</b>	<b>12,538,494</b>

#### 601 - Water Fund

Freightliner Water Truck 50%	085	n/a	75,000										75,000
Edgewood Rd reclaim	ST-21-01	n/a										750,245	750,245
Strawberry Court reclaim	ST-22-01	n/a		283,250									283,250
Peach Circle reconstruction	ST-22-02	n/a		115,824									115,824
Strawberry Ln reconstruction	ST-23-01	n/a		394,943									394,943
Grant Lorenz Rd reclaim	ST-23-02	n/a								0			0
Birch Bluff Rd reconstruction	ST-23-99	n/a		859,020									859,020
Noble Rd recon	ST-24-01	n/a						416,179					416,179
Galpin Lake Rd/Trail	ST-24-03	n/a						396,582					396,582
Boulder Bridge VT Well Motor Replace	W-18-01	n/a	35,000										35,000
Rebuild Well Pump SE VT Well	W-19-05	n/a				25,000							25,000
SE Area Well Motor Replace	W-20-03	n/a	45,000										45,000
Rebuild Well Pump Amesbury VT Well	W-20-05	n/a					25,000						25,000
Rebuild Well Pump Badger VT Well	W-21-02	n/a	30,000						35,000				65,000
SE Area Well Pipe Coatings and Corrosion Prev	W-22-01	n/a	25,000										25,000
Rebuild Well Pump Boulder Bridge VT Well	W-22-02	n/a						35,000					35,000
FilterMediaChangeout/RehabIronRemovalFilterSEPlant	W-22-03	n/a	40,000										40,000



Source	#	Priority	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Rebuild Well Pump Amesbury Submersible Well	W-23-01	n/a		30,000						36,000			66,000
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	940,000
<b>601 - Water Fund Total</b>			<b>250,000</b>	<b>1,683,037</b>	<b>520,000</b>	<b>130,000</b>	<b>147,000</b>	<b>962,761</b>	<b>155,000</b>	<b>161,000</b>	<b>130,000</b>	<b>885,245</b>	<b>5,024,043</b>

#### 611 - Sanitary Sewer Fund

Freightliner Water Truck 50%	085	n/a	75,000										75,000
Lift Station 11 Rehab - 20465 Radisson Rd.	SS-13-01	n/a		240,000									240,000
Lift Station 9 Rehab - 20995 Minnetonka Blvd	SS-14-01	n/a	240,000										240,000
Lift Station 10 Rehab - 4773 Lakeway Terrace	SS-15-01	n/a	150,000										150,000
Lift Station 7 Rehab - 5600 Woodside Road	SS-16-02	n/a	240,000										240,000
CIP Sewer Repairs Assoc with Roadway Reconstr	SS-99-01	n/a	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	500,000
Televising & Cleaning	SS-99-02	n/a	0	0	0	0	0	0	0	0	0	0	0
Sewer Additional	SS-99-04	n/a			25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	200,000
Infiltration and Inflow Reduction	SS-99-06	n/a	70,000	70,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	780,000
Edgewood Rd reclaim	ST-21-01	n/a										228,335	228,335
Strawberry Ln reconstruction	ST-23-01	n/a		180,250									180,250
Grant Lorenz Rd reclaim	ST-23-02	n/a								143,895			143,895
Eureka Rd N Mill & Overlay	ST-23-03	n/a				127,849							127,849
Birch Bluff Rd reconstruction	ST-23-99	n/a		120,510									120,510
Noble Rd recon	ST-24-01	n/a						202,873					202,873
<b>611 - Sanitary Sewer Fund Total</b>			<b>825,000</b>	<b>660,760</b>	<b>155,000</b>	<b>282,849</b>	<b>155,000</b>	<b>357,873</b>	<b>155,000</b>	<b>298,895</b>	<b>155,000</b>	<b>383,335</b>	<b>3,428,712</b>

#### 631 - Stormwater Management Fund

Pump - 4' Discharge Trailer Mtd	050	n/a		62,400									62,400
Culvert Replace - 22535 Murray St/6180 Cardinal Dr	CR-22-01	n/a	11,000										11,000
Edgewood Rd reclaim	ST-21-01	n/a										185,278	185,278
Strawberry Court reclaim	ST-22-01	n/a		52,242									52,242

Source	#	Priority	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Peach Circle reconstruction	ST-22-02	n/a		46,515									46,515
Strawberry Ln reconstruction	ST-23-01	n/a		1,352,236									1,352,236
Grant Lorenz Rd reclaim	ST-23-02	n/a								136,516			136,516
Birch Bluff Rd reconstruction	ST-23-99	n/a		387,280									387,280
Noble Rd recon	ST-24-01	n/a						481,099					481,099
Noble Rd Reclaim	ST-24-02	n/a						74,194					74,194
Galpin Lake Rd/Trail	ST-24-03	n/a						401,109					401,109
Stream Restoration - Smithtown/Freeman	STM-22-02	n/a	500,000					1,738,911					2,238,911
Noble Road Channel Widening	STM-24-01	n/a						266,633					266,633
Smithtown Pond/Freeman Park Outlet	STM-24-02	n/a	1,699,134										1,699,134
Grant Lorenz Channel	STM-26-01	n/a								282,871			282,871
Shorewood Lane Ravine	STM-26-02	n/a	250,000										250,000
Catch Basin Reconstruction	STM-99-01	n/a	30,000	35,000	35,000	35,000	35,000	35,000	35,000	40,000	40,000	40,000	360,000
Disposal of Street Sweepings	STM-99-02	n/a	37,100	37,800	38,600	39,400	40,200	41,000	41,800	42,600	43,400	44,200	406,100
Storm Water Additional	STM-99-03	n/a			100,000	105,000	110,000	115,000	120,000	125,000	130,000	135,000	940,000
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
<b>631 - Stormwater Management Fund Total</b>			<b>2,627,234</b>	<b>2,078,473</b>	<b>283,600</b>	<b>294,400</b>	<b>305,200</b>	<b>3,277,946</b>	<b>326,800</b>	<b>761,987</b>	<b>353,400</b>	<b>549,478</b>	<b>10,858,518</b>
<b>GRAND TOTAL</b>			<b>5,045,334</b>	<b>9,193,079</b>	<b>1,223,500</b>	<b>2,216,233</b>	<b>737,200</b>	<b>8,136,826</b>	<b>1,124,500</b>	<b>3,015,991</b>	<b>1,297,800</b>	<b>3,705,404</b>	<b>35,695,867</b>

YEAR	STREET/PROJECT	NOTES 7, 8	STREETS			UTILITIES					TOTAL PROJECT COST
			STREET RECON. BOND ELIGIBLE	STREET RECON. BOND INELIGIBLE	SUBTOTAL STREETS	WATERMAIN UTILITY FUND	SANITARY UTILITY FUND	STORM SEWER			
								STREET RECON. BOND ELIGIBLE	STREET RECON. BOND INELIGIBLE	SUBTOTAL STORM	
2022	SHOREWOOD OAKS DRAINAGE								\$190,000	\$190,000	\$190,000
2022	GRANT STREET DRAINAGE								\$430,000	\$430,000	\$430,000
2022	STRAWBERRY ROW		\$150,000		\$150,000						\$150,000
2022	SMITHTOWN POND/FREEMAN PARK OUTLET	1						\$582,000	\$1,360,000	\$1,942,000	\$1,942,000
2022	STREAM RESTORATION-SMITHTOWN/FREEMAN: SCOPING, PERMITTING, DESIGN	14							\$500,000	\$500,000	\$500,000
2022	SMITHTOWN POND TRAIL CONNECTION	2		\$40,000	\$40,000						\$40,000
2022	SHOREWOOD LN RAVINE								\$250,000	\$250,000	\$250,000
2022	MILL & OVERLAY	4	\$732,500		\$732,500						\$732,500
2023	STRAWBERRY LANE RECON	11	\$1,871,469	\$112,208	\$1,983,677	\$394,943	\$180,250	\$1,352,236		\$1,352,236	\$3,911,106
2023	STRAWBERRY COURT RECLAIM		\$214,673	\$5,665	\$220,338	\$283,250			\$52,242	\$52,242	\$555,829
2023	PEACH CIRCLE RECON		\$322,514	\$31,158	\$353,671	\$115,824			\$46,515	\$46,515	\$516,009
2023	BIRCH BLUFF RD RECON		\$1,741,674	\$210,449	\$1,952,123	\$859,020	\$120,510	\$39,140	\$348,140	\$387,280	\$3,318,933
2025	MILL & OVERLAY	6	\$494,240		\$494,240						\$494,240
2025	EUREKA RD N MILL & OVERLAY	12	\$694,371		\$694,371		\$127,849				\$822,220
2025	MILL STREET TRAIL ROW-COUNTY LED		\$109,273		\$109,273						\$109,273
2027	GALPIN LAKE RD/TRAIL	13	\$554,342	\$703,216	\$1,257,557	\$396,582		\$40,111	\$360,998	\$401,109	\$2,055,248
2027	STREAM RESTORATION-SMITHTOWN/FREEMAN: CONSTRUCTION, MAINTENANCE	14							\$1,738,911	\$1,738,911	\$1,738,911
2027	NOBLE ROAD RECLAIM		\$493,107		\$493,107				\$74,194	\$74,194	\$567,300
2027	NOBLE ROAD RECON		\$1,067,650	\$135,905	\$1,203,555	\$416,179	\$202,873	\$96,220	\$384,879	\$481,099	\$2,303,706
2027	NOBLE ROAD CHANNEL WIDENING	5							\$266,633	\$266,633	\$266,633
2027	MILL STREET TRAIL CONSTRUCTION	10		\$115,927	\$115,927						\$115,927
2029	GRANT LORENZ CHANNEL	3, 5							\$282,871	\$282,871	\$282,871
2029	GRANT LORENZ RD RECLAIM	9	\$908,970		\$908,970		\$143,895		\$136,516	\$136,516	\$1,189,381
2029	MILL & OVERLAY		\$590,339		\$590,339						\$590,339
2031	EDGEWOOD RD RECLAIM		\$1,238,846		\$1,238,846	\$750,245	\$228,335		\$185,278	\$185,278	\$2,402,703
2033	MILL & OVERLAY		\$678,275		\$678,275						\$678,275
2035	AMESBURY WATERMAIN					\$1,431,820					\$1,431,820
2035	KNIGHTSBRIDGE RD RECLAIM		\$671,854		\$671,854	\$581,539					\$1,253,394
2035	MILL & OVERLAY		\$734,267		\$734,267						\$734,267
2035	SWEETWATER CURVE RECLAIM		\$1,609,203		\$1,609,203			\$73,427		\$73,427	\$1,682,629
2037	EXCELSIOR BLVD RECLAIM		\$1,130,770		\$1,130,770	\$1,277,533	\$182,282	\$194,109		\$194,109	\$2,784,695
	SUBTOTALS		\$16,008,336	\$1,354,527	\$17,362,863	\$6,506,936	\$1,185,995	\$2,377,242	\$6,607,176	\$8,984,418	\$34,040,211

NOTES:

- (1) SMITHTOWN POND AND STRAWBERRY LANE IESF ASSUMED TO BE BUILT IN ONE YEAR
- (2) ALL MAJOR GRADING AND RESTORATION INCLUDED IN SMITHTOWN POND
- (3) GRANT LORENZ CHANNEL STABILIZATION ASSUMED TO BE BUILT IN ONE YEAR
- (4) THIRD AVE, CHRISTMAS LAKE RD, CHRISTMAS LN E & W, GALPIN LAKE RD, MURRAY CT, MURRAY ST, SIERRA CIR, SILVER LAKE TRL, COVINGTON RD
- (5) FROM WESTERN SHOREWOOD DRAINAGE STUDY
- (6) ANTHONY TERR, BAYSWATER RD, BEVERLY DR, BOULDER CIR, CHURCH RD, OAK LEAF TRL, SMITHTOWN CIR, WILD ROSE LN
- (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 B-B 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) ASSUMES FULL LENGTH OF GRANT LORENZ RD HAS WATERMAIN INSTALLED. WATERMAIN COULD BE REDUCED IN HALF IF ONLY NOBLE RD NORTH IS CONSTRUCTED.
- (10) COUNTY TO FUND CONSTRUCTION. PLACE HOLDER FOR DESIGN AND AESTHETIC UPGRADES (IE: RETAINING WALL PAINT/STAIN, ORNAMENTAL RAILINGS, LANDSCAPING, LIGHTING, ECT.)
- (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) SCOPING, PERMITTING, DESIGN TO BEGIN 3 YEARS PRIOR TO CONSTRUCTION. PROJECT GENERATES REVENUE 1-2 YEARS AFTER CONSTRUCTION VIA SALE OF STREAM BANK CREDITS AND AMOUNTS WILL DEPEND ON FUNCTIONAL LIFT DETERMINED DURING SCOPING. RANGE OF REVENUE OF \$1M-\$5M IN CREDITS.

S:\Engineering\CIP\2022\2021-11\_Shorewood CIP SUMMARY (2022-2037).xlsx\COMP SHEET-2021 PRICES