

AGENDA
CITY OF MINNETONKA
SPECIAL STUDY SESSION
MONDAY, JANUARY 22, 2007
6:00 P.M.
CITY COUNCIL CHAMBERS

1. Boards and Commissions Interviews
2. Adjournment

Additional Information
Special Study Session summary October 9, 2006
Joint Study Session summary October 16, 2006
Study Session summary November 13, 2006

The purpose of a study session is to allow the city council to discuss matters informally and in greater detail than permitted at formal council meetings. While all meetings of the council are open to the public, study session discussions are generally limited to the council, staff and consultants.

**City Council Special Study Session Item #1
Meeting of January 22, 2007**

Boards and Commissions Interviews

Background

Due to expired terms, the following openings will exist on city boards and commissions: two on the park board, one on the EDA, one on the planning commission and two on the Bassett Creek Water Management Commission. The attached matrix shows the various vacancies as well as existing representation by ward. Sixteen applications have been received for these positions. In addition to the January 22nd meeting, interviews will also be conducted at the January 29th study session and at a special study session on February 5th.

A list of the candidates to be interviewed at this meeting is shown below and their applications are attached. These candidates indicated the park board as their first choice. A copy of the park board roster is also attached.

The interviews will begin at 6:00 p.m. They will last approximately seven minutes each. Each applicant will be asked to give a brief (about three minutes) presentation of his/her background. Then the applicant will be asked to respond to questions from the council. The applicants may also ask the council any questions they may have at that time.

Interview Candidates

Name	Ward
Chad Bacon	4
Scott Christensen	2
Amber Greves	3
Dewey Hassig	1

Submitted through:

Janis A. Callison, Mayor
John Gunyou, City Manager

Originated by:

Karen Telega, Administrative Assistant

2007 Boards and Commission Interviews

Updated 01/16/2007

Current Openings

<u>Board or Commission</u>	<u>Number of openings</u>	<u>Current Representation by Ward</u>			
		<u>Ward 1</u>	<u>Ward 2</u>	<u>Ward 3</u>	<u>Ward 4</u>
EDA	1	1	3	0	3
Planning	1	1	1	2	2
Park Board	2	3	0	1	2
Police Advisory Committee	1	1	3	4	2
Basset Creek Water Management Commission	2	0	0	1	0
CHC (commission duties may change)	5	2	2	3	1
Totals	11	7	6	8	8



Please return application to:
Karen Telega
Administrative Assistant
 City of Minnetonka
 14600 Minnetonka Boulevard
 Minnetonka, MN 55345
 952.939.8211 - Phone
 952.939.8244 - Fax

Received 12/12/08

BOARDS & COMMISSIONS APPLICATION

Thank you for your interest in serving your community! Please indicate by order which of the following boards and commissions you are interested in serving on (1,2,3, etc.):

- | | |
|---|--|
| <input type="checkbox"/> Planning Commission | <input checked="" type="checkbox"/> Park Board |
| <input type="checkbox"/> Economic Development Authority | <input type="checkbox"/> Community Heritage Commission |
| <input type="checkbox"/> Charter Commission | <input type="checkbox"/> Senior Citizens Advisory Board |
| <input type="checkbox"/> Police Advisory Committee | <input type="checkbox"/> Lake Minnetonka Conservation District |
| <input type="checkbox"/> ArtsCenter on 7 Advisory Committee | <input type="checkbox"/> Other _____ |

Residents of Minnetonka are eligible for nomination to any of the advisory boards established by the city council. Please complete the following information, and attach extra sheets if necessary. You may also attach a resume if you wish. The selection process will vary by board and according to the number of applicants and vacancies, and may include interviews with some candidates. Accommodations will be provided, upon request, to allow individuals with disabilities to participate in the application process. For more information, please contact Karen Telega (952.939.8211).

DATA PRACTICES ADVISORY

We are required to provide the following information to you. Under Minnesota law, some of the information requested below is public information, which must be provided to anyone who requests it. Some of it is classified as private information, which is not generally available to the public. However, all of information will be used by the city council in determining whether you should be appointed to a board or commission. Therefore, the information will be provided to the city council in a public forum and will be reviewed in public. It will therefore be part of the public record, which will be available to anyone. Failure to provide the requested information may result in your not being considered for an appointment. If you have concerns about providing any of the requested information, please contact Geralyn Barone (952.939.8216).

PERSONAL INFORMATION

Name: Chad Bacon

Ward: 4 *u*

Address 5007 Westmill Road, Minnetonka *55345*

Phone (H) 952-938-1462 (Cell) 612-735-9874

E-mail: abacon@mn.rr.com

How long have you been a Minnetonka resident? 2 years

ADDITIONAL INFORMATION

Employer: Carver County

Occupation: Clinical Supervisor of an adult mental health unit_

Education: Master's in Social Work

Community service, civic and professional activities:

I have been active in volunteering for the American Cancer Society for the past five years. During this past year, I was a block captain responsible for organizing my community during their annual coordinated campaign. I have also become active in Minnetonka politics by being selected as a delegate within my district. Due to the importance of the last election, I was also active on numerous campaigns.

Professionally, I am involved with the Mental Health Advisory Council in Carver County. The recent legislative changes impacting our residents have mobilized me to attend a number of town hall meetings dealing with the prospective changes in Medicaid funding. My on-going participation in lobbying and advocating is a crucial aspect in my occupation as a clinical supervisor. I also belong to the National Association of Social Workers.

Why are you interested in being appointed to a city advisory board?

During this past summer, my wife and I spent many hours walking a number of our wonderful parks in Minnetonka. I immediately noticed that we have something extremely unique in this city of ours. The open space policy is not simply a quaint philosophy of our city it defines our city. I feel strongly in sustaining our walkways, waterways, and keeping our park system as pristine and accessibility to all forms of recreation. My interest lie in both maintaining and building an infrastructure that will sustain the integrity of our park system. I would bring energy, commitment and a unique perspective to this position. I would not take lightly the importance of advising the city on behalf of Minnetonka families in maintaining the recreational opportunities we have in this city. It important to use our resources to the best of our abilities on the board, this includes listening to priorities of the city as well as our neighbors in further designing our park system. I do not come into this with an environmentalist agenda, nor do I bring a limited government perspective. What I believe a park board member should bring to the table is an understanding that our oath is to be as creative as we can be in ensuring that with limited resources we are able to provide what I see every day, a beautiful well kept, and pristine environment that every person in Minnetonka can enjoy.

What strengths and abilities would you bring to the board?

I believe my strengths lie in thinking creatively about an issue and problem solving to its conclusion. Every day my staff asks me to make difficult decisions as a leader to help the residents of Carver County. I have a vision that the parks system will not only remain outstanding but will weather increased traffic, environmental changes, and the balance between development and conservation. I also have the ability to build programs and institute change. The Park Board is not a static entity it is about adapting and creating change. As a Social Worker adapting and enhancing are a necessity. If I learned one thing in the Peace Corps that is to adapt, and not be satisfied with the status quo.

What are the most important issues facing our community over the next several years? What do you think the role of your board should be in addressing those issues?

I am concerned that the preservation of our park system is maintained. The ever-increasing population and development has intruded throughout our city from Shady Oak to the changes the communities around hwy 101 have experienced. I am concerned that our need to expand residential opportunities may impact the ability to sustain our extensive natural resources. I believe strongly that we can live in harmony with development and business interests as long as they understand it will not be done at the expense of our quiet and peaceful natural park system. The board's role is to guide the city, provide information and at times to advocate on behalf of the residents of this city. It is important to note that advising the city can at be challenging but necessary in sustaining the balance between interests of the growth and the preservation of the environment of Minnetonka.

I also believe it is extremely important to invest in expanding our resources. I have noticed results of conservation efforts in Purgatory Park that the city adopted through the board and it's residents. I believe the more we can include the citizens of this community the stronger the board and the park system will be. I would encourage the expansion of citizen input and volunteer opportunities to continue building onto what the board has already successfully created with citizen input.

The issue of safety abounds in metro parks. I want to make sure we do not have to worry about an insipid increase in crime I would like to evaluate and assess what we need to do to keep our parks safe.

12/11/06

Chad Bacon
5007 Westmill Road
Minnetonka, MN 55345

Karen Telega
Administrative Assistant
City of Minnetonka
14600 Minnetonka Blvd.
Minnetonka, MN 55345

Dear Ms. Telega,

I want to thank you for emailing me this application. I look forward to meeting with representatives from the city of Minnetonka to discuss becoming a Park Board member. Although my wife and I have not lived in the city long, we have grown extremely fond of the park system. I would find it an honor to be a part of maintaining the integrity of our wonderful park system.

Thanks for the opportunity and I look forward to hearing from you.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Chad Bacon', with a long horizontal flourish extending to the right.

Chad Bacon



Please return application to:
Karen Telega
Administrative Assistant
City of Minnetonka
14600 Minnetonka Boulevard
Minnetonka, MN 55345
952.939.8211 - Phone
952.939.8244 - Fax

BOARDS & COMMISSIONS APPLICATION

Thank you for your interest in serving your community! Please indicate by order which of the following boards and commissions you are interested in serving on (1,2,3, etc.):

<input type="checkbox"/> Planning Commission	<input checked="" type="checkbox"/> Park Board
<input type="checkbox"/> Economic Development Authority	<input type="checkbox"/> Community Heritage Commission
<input type="checkbox"/> Charter Commission	<input type="checkbox"/> Senior Citizens Advisory Board
<input type="checkbox"/> Police Advisory Committee	<input type="checkbox"/> Lake Minnetonka Conservation District
<input type="checkbox"/> ArtsCenter on 7 Advisory Committee	<input type="checkbox"/> Other _____

Residents of Minnetonka are eligible for nomination to any of the advisory boards established by the city council. Please complete the following information, and attach extra sheets if necessary. You may also attach a resume if you wish. The selection process will vary by board and according to the number of applicants and vacancies, and may include interviews with some candidates. Accommodations will be provided, upon request, to allow individuals with disabilities to participate in the application process. For more information, please contact Karen Telega (952.939.8211).

DATA PRACTICES ADVISORY

We are required to provide the following information to you. Under Minnesota law, some of the information requested below is public information, which must be provided to anyone who requests it. Some of it is classified as private information, which is not generally available to the public. However, all of information will be used by the city council in determining whether you should be appointed to a board or commission. Therefore, the information will be provided to the city council in a public forum and will be reviewed in public. It will therefore be part of the public record, which will be available to anyone. Failure to provide the requested information may result in your not being considered for an appointment. If you have concerns about providing any of the requested information, please contact Geralyn Barone (952.939.8216).

PERSONAL INFORMATION

Name Scott Christensen _____ Ward 2C _____

Address 11900 Oberlin Road Minnetonka, MN 55305 _____

Phone (H) 952 591-1442 (B) 952 656-4534 (Cell) 952 913-6141 _____

E-mail scott.christensen@opus-ae.com How long have you been a Minnetonka resident? 18 years

ADDITIONAL INFORMATION

Employer: Opus Architects & Engineers

Occupation: Architect

Education: Bachelor of Architecture University of Minnesota

Community service, civic and professional activities:

- Minnetonka Open Space Preservation Task Force Member
- Minnesota Land Trust Affiliate, Trust Monitor (including the Minnetonka Cullen Trust)
- Sensible Land Use Coalition Affiliate
- Licensed Architect, Minnesota
- American Institute of Architects Member
- LEED Accredited Professional

Why are you interested in being appointed to a city advisory board?

- Personal interest in conservation
- Professional interest in community planning and design
- Civic interest in neighborhood livability, particularly trail system linkage

What strengths and abilities would you bring to the board?

- Thirty years experience in architectural planning and design including various institutional projects with substantial committee processes.

What are the most important issues facing our community over the next several years? What do you think the role of your board should be in addressing those issues?

- Livability, sustainability and growth.

Park maintenance and renewal will require listening to neighborhood concerns and effective application of funds. City infill and redevelopment will present challenges and opportunities for creative renewal and improvement to existing park, trail and open space systems. The Minnehaha Creek corridor project is a great opportunity for realizing an underutilized resource, one that will call for citizen input and long-term governmental review and planning processes. Youth sports are an intensive park user especially important to families. This need merits extra attention, perhaps more so over the short term considering the current fiscal difficulties faced by the Hopkins School District. Global sustainability is becoming progressively prominent as an issue. Increased awareness of this issue and of the beneficial impact of healthy, local green systems, such as park and open space, trail networks, and watersheds, will provide an opportunity for building public support towards enhancing these parts of our environment and addressing larger community sustainability concerns.

POTENTIAL CONFLICTS

I am **NOT available** for board or commission meetings on the following evenings (circle):

Monday Tuesday Wednesday Thursday Friday

Are you or any of your family members presently employed by the city of Minnetonka or serving on any of the city's advisory boards?

Yes ___ No X If yes, explain: _____

Conflicts of interest may arise by the participation in any activity, recommended action, or decision from which you receive or could potentially receive direct or indirect personal financial gain. In accordance with this definition, do you have any legal or equitable interest in any business, however organized, which in the course of your participation in a city advisory board, could give rise to a conflict of interest?

Yes ___ No X If yes, please provide details on a separate sheet of paper.

Do you own any real property located in Minnetonka, other than your residence, in which you have a legal or equitable interest which, in the course of your participation in a city advisory board, could give rise to a conflict of interest?

Yes ___ No X If yes, please provide details on a separate sheet of paper.

As a board or commission member, what issue(s) might cause conflict between your civic responsibility and personal or professional interests? How would you manage these conflicts?

- Any development work proposed by my employer, Opus Corporation, under review by the Board would require my abstention.

Thank you again for your interest in serving on an advisory board for the city of Minnetonka!



Applicant's signature

15 Dec 2006
Date



Please return application to:
Karen Telega
Administrative Assistant
 City of Minnetonka
 14600 Minnetonka Boulevard
 Minnetonka, MN 55345
 952.939.8211 - Phone
 952.939.8244 - Fax

BOARDS & COMMISSIONS APPLICATION

Thank you for your interest in serving your community! Please indicate by order which of the following boards and commissions you are interested in serving on (1,2,3, etc.):

- | | |
|---|--|
| <input type="checkbox"/> Planning Commission | <input checked="" type="checkbox"/> Park Board |
| <input type="checkbox"/> Economic Development Authority | <input type="checkbox"/> Community Heritage Commission |
| <input type="checkbox"/> Charter Commission | <input type="checkbox"/> Senior Citizens Advisory Board |
| <input type="checkbox"/> Police Advisory Committee | <input type="checkbox"/> Lake Minnetonka Conservation District |
| <input type="checkbox"/> ArtsCenter on 7 Advisory Committee | <input type="checkbox"/> Other _____ |

Residents of Minnetonka are eligible for nomination to any of the advisory boards established by the city council. Please complete the following information, and attach extra sheets if necessary. You may also attach a resume if you wish. The selection process will vary by board and according to the number of applicants and vacancies, and may include interviews with some candidates. Accommodations will be provided, upon request, to allow individuals with disabilities to participate in the application process. For more information, please contact Karen Telega (952.939.8211).

DATA PRACTICES ADVISORY

We are required to provide the following information to you. Under Minnesota law, some of the information requested below is public information, which must be provided to anyone who requests it. Some of it is classified as private information, which is not generally available to the public. However, all of information will be used by the city council in determining whether you should be appointed to a board or commission. Therefore, the information will be provided to the city council in a public forum and will be reviewed in public. It will therefore be part of the public record, which will be available to anyone. Failure to provide the requested information may result in your not being considered for an appointment. If you have concerns about providing any of the requested information, please contact GERALYN BARONE (952.939.8216).

PERSONAL INFORMATION

Name Amber Greves Ward 3(G)
 Address 4545 Wilson Street
 Phone (H) 931-3160 (B) (952) 401-5491 (Cell) (952) 239-3150
3960
 E-mail janda202@aol.com How long have you been a Minnetonka resident? 4 yrs 4 mos.

ADDITIONAL INFORMATION

Employer: Minnetonka School District - Minnewashta Elem.

Occupation: Speech - Language Pathologist

Education: B.A. University of Iowa - Speech & Hearing Science
M.S. University of WI - Eau Claire - Communication Disorders

Community service, civic and professional activities:

- MOMS Club of Minnetonka - West (Aug. 2002 to present)
 - Various Board Positions and Committee Chair Positions, including Membership VP and Administrative VP. As Administrative VP, coordinated all the community service & fundraising projects for 2004-2005. I continue to be involved in regular community service projects through MOMS Club, such as fundraisers for Sojourner Project, Food Drives, Adopt-A-Family, Clothing Drives, Nursing Home visits, etc.

- ECFE / Legislative Day, School Board Meetings - Earth Day
- Why are you interested in being appointed to a city advisory board?

I am very interested in becoming more involved in local government and feel passionately about getting involved in the Community at-Large.

The Park Board is of particular interest to me because our city's parklands and facilities are what drew my family to Minnetonka. They are a central part of our lives here; and as a parent of young children I would value the opportunity to provide input to the Board and consultation to the city council on all relevant matters and plans.

What strengths and abilities would you bring to the board?

I believe I would bring enthusiasm and a desire and willingness to learn quickly. I always give my best effort when I commit to something and would work hard to educate myself on matters new to me. I am organized, efficient, and dedicated. I believe I also have strong communication skills and the ability to be both objective and analytical. Working with children has also taught me the value of patience and positive human interaction; in

What are the most important issues facing our community over the next several years? What do you think the role of your board should be in addressing those issues?

One of the most important issues in our community is maintaining our precious natural resources while also balancing our citizens' desire to expand and develop. Our wetlands and woodlands in Minnetonka are invaluable, yet growth is an important part of any community. I believe the Park Board's role is to continually find ways to conserve and also make improvements. It is a fine balance.

Another issue is community spirit, and this is ongoing. Our parks and recreational programs are an integral part of the community bond. Park renewals have had a very positive effect on this, and the Board's continued role with renewal will bring people out into the community.

POTENTIAL CONFLICTS

I am **NOT available** for board or commission meetings on the following evenings (circle):

Monday Tuesday Wednesday Thursday Friday
only occasionally *only occasionally*

Are you or any of your family members presently employed by the city of Minnetonka or serving on any of the city's advisory boards?

Yes ___ No X If yes, explain: _____

Conflicts of interest may arise by the participation in any activity, recommended action, or decision from which you receive or could potentially receive direct or indirect personal financial gain. In accordance with this definition, do you have any legal or equitable interest in any business, however organized, which in the course of your participation in a city advisory board, could give rise to a conflict of interest?

Yes ___ No X If yes, please provide details on a separate sheet of paper.

Do you own any real property located in Minnetonka, other than your residence, in which you have a legal or equitable interest which, in the course of your participation in a city advisory board, could give rise to a conflict of interest?

Yes ___ No X If yes, please provide details on a separate sheet of paper.

As a board or commission member, what issue(s) might cause conflict between your civic responsibility and personal or professional interests? How would you manage these conflicts?

The only issues I could foresee any conflict with would be matters related to the Minnetonka School District, which is my employer. I would abstain from voting in such matters as necessary.

Thank you again for your interest in serving on an advisory board for the city of Minnetonka!

Ambur N. Greves
Applicant's signature

12/5/06
Date



Please return application to:
Karen Telega
Administrative Assistant
 City of Minnetonka
 14600 Minnetonka Boulevard
 Minnetonka, MN 55345
 952.939.8211 - Phone
 952.939.8244 - Fax

Received 12/27/06

BOARDS & COMMISSIONS APPLICATION

Thank you for your interest in serving your community! Please indicate by order which of the following boards and commissions you are interested in serving on (1,2,3, etc.):

- | | |
|---|--|
| <input type="checkbox"/> Planning Commission | <input checked="" type="checkbox"/> Park Board |
| <input type="checkbox"/> Economic Development Authority | <input type="checkbox"/> Community Heritage Commission |
| <input type="checkbox"/> Charter Commission | <input type="checkbox"/> Senior Citizens Advisory Board |
| <input type="checkbox"/> Police Advisory Committee | <input type="checkbox"/> Lake Minnetonka Conservation District |
| <input type="checkbox"/> ArtsCenter on 7 Advisory Committee | <input type="checkbox"/> Other _____ |

Residents of Minnetonka are eligible for nomination to any of the advisory boards established by the city council. Please complete the following information, and attach extra sheets if necessary. You may also attach a resume if you wish. The selection process will vary by board and according to the number of applicants and vacancies, and may include interviews with some candidates. Accommodations will be provided, upon request, to allow individuals with disabilities to participate in the application process. For more information, please contact Karen Telega (952.939.8211).

DATA PRACTICES ADVISORY

We are required to provide the following information to you. Under Minnesota law, some of the information requested below is public information, which must be provided to anyone who requests it. Some of it is classified as private information, which is not generally available to the public. However, all of information will be used by the city council in determining whether you should be appointed to a board or commission. Therefore, the information will be provided to the city council in a public forum and will be reviewed in public. It will therefore be part of the public record, which will be available to anyone. Failure to provide the requested information may result in your not being considered for an appointment. If you have concerns about providing any of the requested information, please contact Gerafyn Barone (952.939.8216).

PERSONAL INFORMATION

Name Dewey Hassig Ward 1

Address 5342 Mayview Rd mtkca 55345

Phone (H) 952 936-0381 (B) 952 402-2759 (Cell) _____

E-mail md_hassig@hotmail.com How long have you been a Minnetonka resident? 40y.

ADDITIONAL INFORMATION

Employer: Seagate Technology

Occupation: Electronics Technician

Education: 2 yr Technical degree

Community service, civic and professional activities: From Jan 05 to end Oct 06, I have contributed over 179 hours of volunteer work; 140 hours of that in or for the City of Minnetonka. 47 hours for Community Heritage Commission, 39 hours buckthorn removal for All Saints Lutheran Church, 35 hours as Burwell tour guide + related work, plus more. Serve on All Saints Church Property committee. Voluntarily maintain an archive of old products at work, and organize picnics, lunches + canoe trip for employees.

Why are you interested in being appointed to a city advisory board?

To serve the community in an area of personal interest.

What strengths and abilities would you bring to the board?

I have strong background + knowledge of environmental issues, and take the initiative on projects and work to be done.

Good at planning down to the last detail but weak on imagination.

What are the most important issues facing our community over the next several years? What do you think the role of your board should be in addressing those issues?

An important issue would be balancing open space issues and development pressures as the population and property values rise. The parks should offer a wide variety of uses and interests, emphasizing quality over quantity.

POTENTIAL CONFLICTS

I am **NOT available** for board or commission meetings on the following evenings (circle):

Some Mondays Tuesday Wednesday Thursday Friday

Are you or any of your family members presently employed by the city of Minnetonka or serving on any of the city's advisory boards?

Yes No If yes, explain: me: Community Heritage Commission

Conflicts of interest may arise by the participation in any activity, recommended action, or decision from which you receive or could potentially receive direct or indirect personal financial gain. In accordance with this definition, do you have any legal or equitable interest in any business, however organized, which in the course of your participation in a city advisory board, could give rise to a conflict of interest?

Yes No If yes, please provide details on a separate sheet of paper.


Do you own any real property located in Minnetonka, other than your residence, in which you have a legal or equitable interest which, in the course of your participation in a city advisory board, could give rise to a conflict of interest?

Yes No If yes, please provide details on a separate sheet of paper.

As a board or commission member, what issue(s) might cause conflict between your civic responsibility and personal or professional interests? How would you manage these conflicts?

- 1. Pressure from family or neighbors.
- 2. Abstain from votes.

Thank you again for your interest in serving on an advisory board for the city of Minnetonka!


Applicant's signature

10-25-06
Date

Park Board

Current Members After January 31, 2007

This board is comprised of seven members plus one student representative. This board consults with the city council and staff in matters relating to parkland, park facilities, programs, and finances. The board's functions include long and short range planning related to capital improvement projects, acquisition, development and use of parklands, park facilities, recreational and leisure time facilities, and recreational programs. Park board members also represent the city on a joint recreation board, directing primary attention to recreation programs and activities developed and offered through the joint board; and making recommendations to the city council through the joint board concerning policies on recreational programs and activities. This board meets the first Wednesday of each month at 7:00 p.m. Members serve two-year terms.

Name: Jahn Anderson	Ward: 3	Appointed: 2/14/2005	Term Expires: 1/31/2009
Address: 4001 Skyview Road Minnetonka MN 55345	Comments:	Reappointed: 12/18/2006	Reappointed:
<hr/>			
Name: Cody Dick	Ward: 4	Appointed: 3/27/2006	Term Expires: 1/31/2008
Address: 15824 Woodgate Rd S Minnetonka MN 55345	Comments: Student Rep.	Reappointed: 12/18/2006	Reappointed:
<hr/>			
Name: Bruce Gefvert	Ward: 1	Appointed: 6/23/2003	Term Expires: 1/31/2008
Address: 11610 Vista Drive Minnetonka MN 55343	Comments:	Reappointed: 1/26/2004	Reappointed: 1/23/2006
<hr/>			
Name: Tim Goodyear	Ward: 4	Appointed: 2/9/2004	Term Expires: 1/31/2008
Address: 17022 Clear Spring Terrace Minnetonka MN 55345	Comments:	Reappointed: 1/23/2006	Reappointed:
<hr/>			
Name: Denny Lambert	Ward: 1	Appointed: 2/14/2005	Term Expires: 1/31/2009
Address: 13111 Homestead Lane Minnetonka MN 55305	Comments:	Reappointed: 12/18/2006	Reappointed:
<hr/>			
Name: Cathy Rude	Ward: 1	Appointed: 2/28/2005	Term Expires: 1/31/2008
Address: 12011 Arbor Circle Minnetonka MN 55305	Comments:	Reappointed: 1/23/2006	Reappointed:

Staff Liaisons:

Geralyn Barone, Assistant City Manager Ph# 952-8216

Dave Johnson, Recreation Services Director, Ph# 952-8360

**STAFF SUMMARY
CITY OF MINNETONKA
CITY COUNCIL SPECIAL STUDY SESSION
MONDAY, OCTOBER 9, 2006
PAGE 1**

Council Present: Dick Allendorf, Bob Ellingson, Terry Schneider, Al Thomas, Tony Wagner, Brad Wiersum and Mayor Jan Callison

Council Absent: None

Staff: John Gunyou, Geralyn Barone, Ron Rankin

Others: Eleanor Berscheit

Callison called the meeting to order at 6:04 p.m. and explained the interview process.

1. Boards and commissions interviews

Karen Bjorgo recently moved from New Brighton to Minnetonka. Her son-in-law, Joe Van Sloun, serves on the Minnetonka Community Heritage Commission. She worked for 20 years as the community education secretary for the Columbia Heights school district and has served on her townhome association board for 12 years. As part of the townhouse association, she has worked with businesses to garner donations, and she is interested in serving on the Senior Citizens Advisory Board.

Allendorf asked about her duties at the school district. Bjorgo responded she also worked as secretary for the high school media center for 14 years and was repositioned to community education secretary at a time of budget cuts. She enjoyed working at the high school, particularly because she was able to work closely with the students. She also has worked as a receptionist with Presbyterian Homes & Services.

Wiersum asked about her involvement at the senior center. Bjorgo responded she has taken an exercise class there and has volunteered at the desk.

Schneider asked if New Brighton had a similar type of senior center. Bjorgo responded no, and she is amazed by the senior center in Minnetonka, partly because there is something available for everyone.

Beverly Montgomery has lived in Minnetonka since 1962 and had four children attend Groveland Elementary School. She is retired from the Minnetonka Public Schools, where she worked as a coordinator of special education services for 25 years. She has also served as a guardian ad litem for Hennepin County, is a master gardener, is involved with the League of Women Voters, and serves as a volunteer at the arboretum.

Montgomery added she has taken a number of lessons at the senior center and believes the services and classes available are phenomenal.

**STAFF SUMMARY
CITY OF MINNETONKA
CITY COUNCIL SPECIAL STUDY SESSION
MONDAY, OCTOBER 9, 2006
PAGE 2**

Callison asked if she has time to add another activity to her schedule. Montgomery responded her activity with the League will end, and she is no longer a guardian ad litem. She believes there is so much going on in Minnetonka, and she should give back to the community.

Schneider asked if she leaves the area for the winter months. Montgomery responded she and her husband tried it three or four years ago, but her husband did not like it.

Thomas asked about her involvement in planning Minnetonka's 50th anniversary celebration. Montgomery responded she took notes for the planning committee and commented the event worked out so well that there was little effort required.

Wiersum asked about what she likes best about Minnetonka. Montgomery responded she is committed to maintaining the environment and wetlands.

Judi Mullin indicated she is a transplant to Minnetonka from the other side of the river in the 1980s. She was previously the vice president of the Hopkins Women's Club and has held offices with many different organizations. Six years ago she became involved with the Young Rembrandt's program and now serves as owner and director, with 15 employees.

Mullin noted her mother was a user of the Minnetonka senior center, and she has a desire to give back what Minnetonka gave to her mother. She is not retired but feels she can be involved on the Senior Citizens Advisory Board.

In response to a question by Allendorf about her schedule, Mullin indicated she does have a conflict Friday afternoons from 2:15 - 4 p.m., but mornings are fine.

Callison noted she is not sure if there is a conflict of interest between the Young Rembrandt's program and possible activities of the advisory board.

Schneider noted he is interested in new programming ideas Mullin may be able to provide. Mullin responded she is good at brainstorming and believes there are a lot of things of interest to seniors. She noted most of her involvement with board meetings is in the evenings, and she intends to stay in Minnetonka for the long-term.

2. Adjournment

The study session adjourned at 6:25 p.m.

Respectfully submitted,

**STAFF SUMMARY
CITY OF MINNETONKA
CITY COUNCIL SPECIAL STUDY SESSION
MONDAY, OCTOBER 9, 2006
PAGE 3**

Laura L. Ronbeck
Acting City Clerk

**STAFF SUMMARY
CITY OF MINNETONKA
JOINT STUDY SESSION
WITH EDA AND PLANNING COMMISSION
MONDAY, OCTOBER 16, 2006
PAGE 1**

Council Present: Dick Allendorf, Bob Ellingson, Terry Schneider, Al Thomas, Tony Wagner, Brad Wiersum and Mayor Jan Callison

EDA Present: Dan Duffy, Dave Larson, Peter St. Peter, Bunny Robinson, and Bob Walker

Planning Commission Present:
Steve Adams, Michael Brandt, John Cheleen, Sarah Frisque, and Sandal Hart

Staff Present: John Gunyou, GERALYN Barone, Jeff Dulac, Elise Durbin, Lee Gustafson, Vanessa Haight, Merrill King, Desyl Peterson, Ron Rankin, and Julie Wischnack

Others Present: Eleanor Berscheit and Geoff Olson

Callison called the meeting to order at 6:30 p.m. Barone reviewed the upcoming council meeting schedule.

1. Opus Area Master Planning

Callison explained this is a study session, so no action will be taken tonight. This is the chance for the three committees present to discuss issues informally and provide comments. Direction can be given to staff, but no decisions will be made. Two things will be discussed tonight: the Opus area master plan in general as well as United Health's proposal.

Rankin presented the staff report, focusing on the history of the Opus development.

Gustafson presented the overview of the master planning study portion of the staff report. He explained no right-of-way has been acquired yet for the LRT, as it is not an approved route yet. He added the right-of-way in the Opus area is not typical. A typical street has a boulevard of 10, 12, or 15 feet. In the Opus area the right-of-way is one to two feet outside the concrete edge, so there is not a lot of available right-of-way. The utilities are put in the trail corridor, so there is limited right-of-way for the street and utilities.

In response to a question by Callison about future traffic flow, Gustafson explained some improvements have already been made to the interchange. The interchange is not overloaded, but it does create problems for some drivers. There are some concerns about the intersection of Bren Road and

**STAFF SUMMARY
CITY OF MINNETONKA
JOINT STUDY SESSION
WITH EDA AND PLANNING COMMISSION
MONDAY, OCTOBER 16, 2006
PAGE 2**

Shady Oak Road, but improvements will be made to address these concerns as part of the Shady Oak Road project scheduled to begin next year.

Rankin commented there will have to be a fairly extensive outreach process during the planning work. There are 1,400 townhomes, condos, and apartments as well as a large number of businesses that will want to be part of the planning study. The planning process will have to be well thought out in order to provide sufficient opportunity for input.

Olson presented the portion of the staff report regarding the United Health Group proposal. He noted a neighborhood meeting was held and only four businesses attended. Additionally, staff has received a few letters expressing concerns about traffic impacts to the intersection.

Callison noted staff would like feedback regarding whether the council and committees concur with the need for an area-wide planning study of the Opus business park and also whether any other components should be incorporated.

Allendorf asked how the traffic study associated with the phase I project dovetails into the suggested overall master plan. He believes the master plan should come first, followed by an individual building similar to what is proposed.

Gunyou responded it does make sense to do as Allendorf suggests, but the timing of the project is such that staff is trying to ensure the outcomes will still be consistent with what is expected to come out of the broader study.

Gustafson concurred with Gunyou that the master plan should ideally precede a development of this size. Unfortunately, that is not possible, but staff can still make some very good, educated recommendations to the council and planning commission based on the traffic study in terms of what is needed for access. He noted this proposal is an example of why the city needs a master plan study of all area infrastructure needs.

Callison commented the impetus for the master plan study is the LRT. She inquired what the master plan study area encompasses. Gustafson responded that generally, station-area studies look at an area within a half-mile radius of the station, which easily incorporates all of the Opus area under consideration.

Callison asked if trails are part of the infrastructure that will be looked at. Gustafson responded the secondary road system of trails through Opus is

**STAFF SUMMARY
CITY OF MINNETONKA
JOINT STUDY SESSION
WITH EDA AND PLANNING COMMISSION
MONDAY, OCTOBER 16, 2006
PAGE 3**

also where the utilities are located, so both of those will be reviewed along with the traffic and roadways.

Hart inquired about the LRT's impact on traffic in the area. She asked if it makes sense to have the decision about the LRT before the city moves ahead with the master plan. Gunyou responded staff believes it is important to look at both possibilities, because LRT does have a lot of implications. The carrying capacity of the area would be different with LRT. The plan is to look at different scenarios.

Hart asked whether the traffic study for the master plan will look at the area with and without LRT. Gustafson affirmed it would. He stated if the traffic study shows a plan without LRT, a certain amount of commercial development might be allowed. Adding LRT will allow the development to intensify and allow more types of uses. He added staff does not believe the city can wait for an LRT study to be done, because it has been studied for a number of years and the city needs to have some good baseline information.

Duffy stated he would like additional discussion regarding pedestrian traffic if LRT does go through the area. When discussing possibly adding a third lane to Bren Road east, the city may need to consider allowing pedestrian traffic along three lanes of traffic. That should be part of the planning process, in addition to vehicle traffic.

Gustafson stated there are quite a number of underpasses for the trail system already, and sometimes they are not utilized in the best fashion. Staff realizes that needs to be looked at. It is essential that pedestrians be able to walk in the light rail station area, and that will be a part of the study.

Schneider indicated he is not sure what the trigger point is for a mandatory EAW based on parking spaces and whether the United Health property would trigger that, but he assumes it might come close. He wonders whether part of the thought process is just not a master plan update, but an actual area-wide EAW for the entire Opus area. That may be preferential to proceeding on a project-by-project basis because the framework is set up so components can be added in more quickly and cost-effectively.

Gunyou agreed that is a good idea. If the city wants to do an area-wide plan, it makes sense to look at all the aspects. He is unsure what the rules are in terms of a trigger point.

Wischnack stated an alternative urban area-wide review process (AUAR) would be quite appropriate with this kind of project. It would be very easy to turn that land use plan into an AUAR.

**STAFF SUMMARY
CITY OF MINNETONKA
JOINT STUDY SESSION
WITH EDA AND PLANNING COMMISSION
MONDAY, OCTOBER 16, 2006
PAGE 4**

Callison asked if anyone would like additional items included in the study.

Wagner suggested staff look at alternative transportation methods within all these business parks. He tends to think of Opus as a sea of asphalt; he asked staff to consider, as part of the master planning effort, whether the city should look at sustainability and what that would look like in this area. One option may be green roofs, which would reduce the level of asphalt.

Gunyou commented if there is an LRT station, circulator options will have to be considered in order to distribute people throughout this large area.

Allendorf commented he does not recall there is much in the CIP regarding a new bridge or new lanes. He asked what the funding sources are for these upgrades, which will possibly be needed.

Gunyou responded the city's financial advisors have begun looking at financing options, and various financing mechanisms will be part of the master plan study. He believes some form of financing district is likely to be formed, including some combination of TIF, abatement, and special assessments. There are a variety of options available for roadway improvements, and staff will have to look beyond what the city has traditionally done. Possibly a portion of the responsibility could be city-wide, with a larger portion required from this area; the idea being that the redevelopment which takes place should largely pay for the costs associated with serving it. Another reason some kind of district is being considered is that capital improvements, as well as upkeep, will likely be required to meet a higher level of service than is typically provided city-wide. The density increase will require that.

Gunyou explained that having a district in place allows the city to better coordinate the timing of the improvements to meet evolving development demands. Typically, when a development comes forward, the city requires the developer to make some improvements. As the whole area redevelops, having a way to spread those costs over multiple years as the development takes place will allow the city to meet the service needs by fairly allocating financing responsibilities. Financial advisors are looking at different mechanisms, and as the study proceeds, staff will report to the council.

Callison asked how long the study will take. Gustafson responded the study will begin at the end of this year and will take four or five months.

**STAFF SUMMARY
CITY OF MINNETONKA
JOINT STUDY SESSION
WITH EDA AND PLANNING COMMISSION
MONDAY, OCTOBER 16, 2006
PAGE 5**

Gunyou noted the city is talking with United Health Group regarding prospective agreements that would fold into some type of a district mechanism.

St. Peter commented TIF is probably the least attractive option for a longer-term improvement project because of the short time frames that are now built into the law. It will be a challenge to do something like that and include United Health Group.

Gunyou noted staff has talked preliminarily with United Health regarding required improvements in the first phase. One question is whether they would receive some sort of credit going forward by fronting those improvements that benefit a broader area. Having this kind of project at this time will require the city to put these mechanisms in place.

Schneider noted a circulator bus makes good sense. However, as the Hiawatha Line has experienced, stations have become magnets for people coming from off-site to get on LRT. Another question will be whether that area can accommodate Eden Prairie residents, for example, parking there to use LRT. Gunyou agreed that is an important issue to consider.

Frisque suggested the likely increased bus traffic in the area also be reviewed as part of this study.

Callison stated there seems to be consensus regarding the need to do this type of study.

St. Peter suggested staff talk with the state legislative delegation regarding the financing side of this project to see what options may be available in TIF or other special taxing districts. The challenge the city faces is TIF is the only taxing district that helps the city with fiscal disparities; the rest would subject the city to fiscal disparity sharing so that any new development that comes in would be shared throughout the Metro area rather than be available to pay for local improvements.

Gunyou commented there are restrictions on how assessment districts can be applied, but as the legislature has decreased the flexibility available to the cities, perhaps this type of project will create an opportunity to talk with them. He noted the size and magnitude of the United Health Group project has gotten the attention of MnDOT as well as other state agencies. That may create an opportunity to get support from the administration as well.

**STAFF SUMMARY
CITY OF MINNETONKA
JOINT STUDY SESSION
WITH EDA AND PLANNING COMMISSION
MONDAY, OCTOBER 16, 2006
PAGE 6**

Schneider suggested the study be set up in such a format that can be integrated into the Comp Plan update. Gunyou concurred. Staff has been thinking about this in terms of a sub-area plan.

Allendorf asked if there is any preliminary idea about whether the bridge at Bren will be sufficient for the traffic and if not, whether MnDOT will have money available to help with that bridge.

Wagner asked whether from a procedural standpoint an overlay district needs to be included in the study as it is ongoing. Wischnack responded a number of things can be done. She would not suggest another overlay district at this time as that may complicate matters. There are enough mechanisms in place in the current zoning laws that would address whatever projects come forward. She recommended the planning study be in a short time frame or the city will not be ready for the next redevelopment project.

Gunyou added the outcome could end up in some type of overlay district, but perhaps not until the Comp Plan is done.

2. United Health Group Proposal

Callison asked for initial thoughts and reactions to the proposal.

St. Peter stated he was a tenant in the Opus center during the 1990s and has long expected significant redevelopment to occur throughout the park. He did use the secondary trail system and walked the entire area extensively over the years he was there. He has expected this and believes it is overall a good use and is consistent with what is likely to occur around the periphery of the park. The significant challenge identified is the traffic issue coming in and out. It has been greatly improved by the changes made by MnDOT, the city, and the county. However, an increase in density in the two towers will create a significant long-term problem if the infrastructure problem is not dealt with moving forward. The question will be whether the two buildings can be separated so that they are not as concentrated as they are right now. With the construction of this building, there will be four of the 10-story or more buildings located within walking distance of each other, and they will bring a large number of people in and out during the rush hour times of the day. The project itself fits on the site.

Allendorf asked if United Health has a travel management program and whether the city will require them to have a more extensive one as these buildings go up.

**STAFF SUMMARY
CITY OF MINNETONKA
JOINT STUDY SESSION
WITH EDA AND PLANNING COMMISSION
MONDAY, OCTOBER 16, 2006
PAGE 7**

Rankin responded he is not aware that they have one now. He is aware discussions have been held between the company and I-494 commuter services to help provide that type of service. He does expect it will come up as the proposal moves through the planning commission and city council. That type of provision has been included in other project approvals and would certainly be appropriate for this proposal.

Wiersum commented that directionally, this is consistent with what he expects a development in Opus to be in the future: more offices and less light manufacturing. The interesting conundrum in this situation is that light rail is a great possibility that could result in greater density. However, because it is 15 to 20 years away, the pressures for greater density are going to come much sooner than light rail will come. As density is considered, the assumption has to be made that light rail will not be there because it is likely 20 years away, and a lot of the redevelopment pressures within Opus will happen in the next five to ten years. For United Health, it is good because they are in early compared to a lot of the redevelopment that will occur later. He believes the area will run out of capacity unless light rail can be planned for with certainty. There are significant traffic problems on the highways in that area today, but unless dramatic improvements are made to the roadways, the capacity to support meaningful development like this will probably be exceeded.

Larson concurred with Wiersum's comments. He stated his recollection is the Hiawatha Line took 25 years to plan and implement. He believes there are five other LRT lines under consideration, and the one serving this area will be the sixth one. He thinks 15 or 20 years is an optimistic time frame. Therefore, alternative ways should be considered without factoring in light rail for the immediate future.

Duffy stated he believes 2015 or 2016 was the most recent projection, and that date might move up a little bit. This line is the third spoke on the wheel, and it may gain momentum in the next legislative session.

Callison noted the current alignment is a better alignment than the previously ones considered, and is therefore, more supported.

Gunyou added he, the mayor, and other staff have met with other cities along this route and there is a significant amount of support. He believes this line could be positioned as the number two priority behind the central corridor line, largely because the alignment is less controversial than some of the others discussed earlier.

Callison summarized there seems to be consensus it is appropriate to send this proposal to the planning commission and let them do the detail work.

**STAFF SUMMARY
CITY OF MINNETONKA
JOINT STUDY SESSION
WITH EDA AND PLANNING COMMISSION
MONDAY, OCTOBER 16, 2006
PAGE 8**

Peterson commented there will be an item on the next council agenda that deals somewhat with this proposal. It is a statement of intent between Opus, the city, and United Health Group. United Health Group was concerned about investing significant dollars in redevelopment if the city's road plans would drastically and negatively impact their corporate headquarters. Therefore, staff has prepared a statement of intent indicating the city will work with them cooperatively, and it is not the city's intent to impact that building negatively. She noted there is no way to enforce this; it is really more a statement of intent.

Schneider stated it makes sense to have a clear understanding of what the city's goals and objectives are. He does not think that would bind the city to actually funding it at this point in time. The reality is it may take more funds than the city is able to make available, and the city cannot commit to that as part of this letter of intent. He believes that is a good approach, but the council should be cognizant of the limitations of how this could be implemented in the future.

3. Adjournment

The study session adjourned at 7:33 p.m.

Respectfully submitted,

Laura L. Ronbeck
Acting City Clerk

**STAFF SUMMARY
CITY OF MINNETONKA
CITY COUNCIL STUDY SESSION
MONDAY, NOVEMBER 13, 2006
PAGE 1**

Council Present: Dick Allendorf, Bob Ellingson, Terry Schneider, Al Thomas, Tony Wagner, and Mayor Jan Callison. Brad Wiersum was excused.

Staff: John Gunyou, Merrill King, Geralyn Barone, Darin Nelson, Perry Vetter, Brian Wagstrom, Ron Rankin, Joe Wallin, Jo Colleran, Mark Raquet, Joy Rikala, Dean Elstad, Dave Johnson, and Liz Berger.

Others: Eleanor Berscheit

Callison called the meeting to order at 6:30 p.m.

1. 2007 Budget Review

Gunyou reported on resident and business attendance at the three public budget sessions. Despite widespread publicity, attendance was limited to one member of the general public, one former mayor, one representative from the Senior Federation and five nonresident high school students. He then provided an introduction to the preliminary 2007 budget.

In response to a question by Allendorf, King explained 35 to 50 percent is recommended by the state auditor as the appropriate level for undesignated fund balances. The 2007 budget includes 35 percent.

In response to a question by Allendorf regarding the projected increase of \$230,000 in investment income, King explained it is a diversion from the special assessment construction fund. Previously, that interest was accumulating and not designated; staff determined it was more appropriate to note it as investment income. Therefore, this will be a one-time increase in that figure.

In response to a question from Allendorf regarding \$140,000 in drug and DWI forfeiture funds in 2007, Gunyou explained it is for the new communication and technology systems. King added the expense is included in the CIP.

Rikala added the income from the DWI and drug forfeitures is stable. The police department is spending those funds to purchase a variety of capital items. This year a new speed trailer was purchased along with several computer enhancements. The police department is switching from normal laptops to touch screen laptops. This year \$35,000 was spent from these accounts. Gunyou noted the funds are one-time balances so they are appropriately being used for one-time capital expenditures.

Wagner questioned whether 450 hours of budgeted police overtime is enough to handle the city's traffic problems.

**STAFF SUMMARY
CITY OF MINNETONKA
CITY COUNCIL STUDY SESSION
MONDAY, NOVEMBER 13, 2006
PAGE 2**

Thomas agreed with Wagner's comments. He questioned whether more emphasis should be put into traffic enforcement.

Gunyou responded that one of the budget challenges this year is to fund priorities by making tradeoffs; this is a good example of that. The police department reviewed how much additional overtime would be needed to achieve traffic enforcement goals. Rather than add more money at this time, he suggested waiting to review initial program results.

Callison recalled the council previously discussed increasing public education as well as increasing officers' time. She expressed appreciation for staff's effort to follow council's priority direction without adding a lot more resources.

Gunyou added the approach discussed was to conduct surveys of targeted areas to check compliance levels, followed up with enforcement. At the same time, the police department will work on overall city-wide visibility. This budget reflects the program council discussed.

Thomas stated when residents complained about the quality of streets, funding was increased accordingly. However, the same emphasis has not been put on speeding and traffic issues. He asked Rikala whether the number of officers adequately meets the city's public safety needs.

Rikala responded she believes the police department is doing an adequate job. All officers understand traffic enforcement is part of their duties, similar to responding to medicals or a burglary in progress. She explained when the officers respond to a medical or a burglary in progress, they are taken off traffic assignments. The traffic enforcement scheduled for 2007 reflects the ramp-up undertaken in recent months, as well as the additional funding. She referenced Gunyou's recommendation to review the traffic enforcement program once it has been up and running, and encouraged the city to review police staffing over the next few years.

Callison asked if there are strategies the city should pursue to reduce medical calls or share the burden more. She is not sure whether some medical calls are false alarms.

Rikala responded over the next couple of years the fire department plans to review staffing levels and facility needs. Discussions about response to medical calls should be looked at from both the police and fire perspectives. When the police respond to a medical call, usually two or more officers are involved; many times the fire department is called to assist.

Gunyou noted as the update of the Comprehensive Guide Plan gets under way, the city needs to look at the service implications of an aging population.

**STAFF SUMMARY
CITY OF MINNETONKA
CITY COUNCIL STUDY SESSION
MONDAY, NOVEMBER 13, 2006
PAGE 3**

Thomas stated now is the time to think about that along with some proactive planning. He suggested an exit interview when Rikala leaves in order to find out her comments and ideas from her experiences. He believes the road issues will be solved, and then traffic will be the problem. He suggested getting ahead of public safety issues before citizens get too upset about them.

Wagner commented he likes the idea of checking in on the traffic enforcement data in six months or so.

Ellingson asked if the city receives revenue from criminal cases, as sometimes city attorneys can charge people court costs or prosecution costs rather than fines. Gunyou stated the city does receive some of these revenues, although the amount is not large. He recalled that a couple of years ago some cities became much more aggressive in keeping fine revenues, but the state changed the rules. He believes the city is doing what is allowable.

Thomas asked whether drainage maintenance efforts need to be increased. Wagstrom responded the public works and engineering departments work hand-in-hand on this issue. The federal government has mandated that waste water treatment plants as well as non-point discharges for stormwater have maintenance plans. When there is work to be done, public works abides by the plan submitted to the federal authorities. He noted that includes replacing pipes, cleaning out structures, and cleaning up debris in stormwater ponds.

Gunyou pointed out staff is planning to install a new computerized work scheduling system for public works. It will start in the utilities division and will expand to the street management division as well.

Wagstrom added the system will be expanded into the engineering department for stormwater drainage. Public works will implement it for the Inflow and Infiltration program to manage that information; there may be different programs within public works that need it sooner than others. It is tied to the GIS system so that everything is geographically located.

Gunyou noted public works' new fleet manager is a former ground fleet manager for Northwest Airlines. Wagstrom stated he is doing wonderful things. For example, the city is selling used anti-freeze and oils to recover some of that expense.

Allendorf asked about the fractional numbers of full-time employees indicated in the budget for 2007. Gunyou responded there are part-time personnel and others who split their time between divisions.

**STAFF SUMMARY
CITY OF MINNETONKA
CITY COUNCIL STUDY SESSION
MONDAY, NOVEMBER 13, 2006
PAGE 4**

In response to a question by Thomas, King explained the recent state sales tax audit, and related city compliance improvements. She noted other states do not make their cities pay state sales taxes. The required \$32,000 payment mostly represents back taxes and penalties from the period prior to implementation of city improvements. The bulk of the charges were at Shady Oak Beach because sales taxes were not being charged on revenue received. Staff plans to appeal the penalty because the state did not notify the city there would be a penalty. She noted the new measures now in place would prevent any future problems.

Callison asked about the projected continual decline in adult sports team participation. Johnson explained the decline is due to field availability rather than decreasing interest.

In response to a comment by Thomas about increasing scholarships for youths, Johnson noted Dick Wilson's wife passed away recently and memorials of \$3,600 were given to the scholarship fund in his name.

Thomas asked about the change in salary allocation between Minnetonka and joint recreation for two full-time positions. Johnson explained there has been a fairly significant reorganization over the last year. His salary has since been allocated more appropriately among divisions.

Thomas asked about a possible program to sell products to residents to get rid of buckthorn. Collieran responded that all pesticides are licensed through the state, and she believes there are legal issues with the city selling such products.

Gunyou explained a change in senior services, which does not affect the budget or the services people receive. Steve Pieh will now be a city employee rather than contracted. This will improve program accountability, and will be more efficient, since there will be one reception desk at the community/senior center rather than two.

Allendorf noted the increase in personnel cost from 2006 to 2007. Gunyou responded that increase includes Steve Pieh's salary as well as the senior coordinator. He noted the corresponding drop in other services and charges.

Schneider asked where the funds for the Comp Plan update are included in the budget. Gunyou responded \$120,000 is allocated among several areas in both 2007 and 2008 in the CIP.

Thomas recalled resident complaints about the length of time it took to issue permits for decks. He asked if staff has streamlined the permitting process for smaller projects. Rankin responded affirmatively. The coordination between the building side of it and the planning side has been improved. Smaller projects are now being handled in batches so they are done in a quicker manner.

**STAFF SUMMARY
CITY OF MINNETONKA
CITY COUNCIL STUDY SESSION
MONDAY, NOVEMBER 13, 2006
PAGE 5**

Allendorf asked whether VISA charges are passed on to customers. Rankin responded the city has not taken that approach. Like private businesses, the city has assumed the three percent charge as a cost of doing business. King added the city is in the process of renegotiating all the contracts related to credit cards, so there should be a decrease in fees.

Gunyou noted the DNR gave the city permission to cover LMCD dues out of the Gray's Bay Marina operations. This change will be phased in over the next several years.

Callison asked whether the council would agree to divert the \$750 budgeted for Communities in Collaboration Council to Teens Alone, an organization that has seen its revenues decline recently.

Wagner suggested the city give \$3,000 to Teens Alone rather than the \$2,000 previously budgeted. Council agreed to eliminate funding for Communities in Collaboration and increase total funding to Teens Alone to \$3,000.

Gunyou noted there has been a change in the city clerk's duties, budgets have been reallocated to reflect that change.

In response to a question by Wagner, King explained there would be a substantial increase in personnel or contract costs should the city change from quarterly to monthly utility billing. Gunyou noted such a change would spread out the large quarterly amount over several months. However, this means senior staffers could no longer be used to process the bills.

Schneider indicated he is not necessarily in favor of shifting to monthly billing simply because quarterly billings are high.

King stated another problem with quarterly billings is that people who pay in the summer do not realize how much they are spending on water until three months later, and at that point it is too late to adjust their sprinkling practices. As a result, the incentive of the inverted rate structure does not work very well for conservation of water.

Schneider stated he would support that logic more than the rationale that quarterly billings are too high.

Wagstrom stated the new radio-read meter system allows the city to read meters every month, and staff will be able to call the resident in the case of high water usage. The bills could still be quarterly, but city staff can look at potential problems earlier.

**STAFF SUMMARY
CITY OF MINNETONKA
CITY COUNCIL STUDY SESSION
MONDAY, NOVEMBER 13, 2006
PAGE 6**

In response to a question by Schneider regarding the long-term prognosis of cable television franchise fees, Gunyou stated that is still unclear. He noted the latest federal legislation now being considered would have a negative impact on city revenues that currently fund cable operations, as well as communications activities and festivals like Summer Fest and Open House.

Wagner asked if there will continue to be a deficit in the budget for burying overhead lines. Gunyou noted that is budgeted over a five-year period in the CIP, and that annual funding varies. For the projects on the horizon, the fund will be okay.

Gunyou noted King is going to add a separate line for the Inflow and Infiltration program in the utility division/utility fund budget. He added next year there are several major initiatives such as I and I, *Ready Minnetonka*, and changes in natural resources. Staff can provide mid-year updates for the council on these major projects.

Allendorf asked if batting cage income is maxed out at the Williston Center. Johnson responded the city lost its contract with Baseball USA. As a result, use in the facility has changed so there is more space for walk-in use rather than organized activity.

Thomas thanked Johnson for his work in obtaining a surplus in the recreation enterprise funds. That is how it should be operated, and he appreciates it. Johnson noted the increase in total memberships is expected to taper off.

Allendorf asked about the cost of grinding stumps and whether that is a new cost. Wagstrom explained that is an ongoing fee. The city collects brush three days a week; the brush accumulates for a month; and then a contractor grinds it into mulch.

Schneider asked about the \$100,000 increase in park dedication fees from 2006 to 2007. King responded that increase reflects the park dedication fee to be collected for the Glen Lake redevelopment project.

Callison asked about the \$100,000 that was in the open space neighborhood match program. Barone explained that since no interest was shown, the funds have been reallocated among other acquisitions.

Allendorf asked about the status of the community investment fund. Gunyou stated the public works loan for the building is still being repaid. Allendorf asked whether the fund can be tapped if something unexpected comes up or if the loan has to be paid back first. Gunyou responded it was a loan made to the city by the city so there is considerable flexibility. He noted for a project to be spent out of the community investment fund, it has to be in the CIP for two years.

**STAFF SUMMARY
CITY OF MINNETONKA
CITY COUNCIL STUDY SESSION
MONDAY, NOVEMBER 13, 2006
PAGE 7**

Callison thanked staff for their hard work on the budget.

2. Hennepin County Waste Abatement Grant for residential organic collection

Gunyou provided an overview of the grant program.

Schneider stated if it does not involve a lot of staff time and effort, it is hard to say no. He is not sure it is practical to him personally, though some portion of the population may want to participate. He would not support this program if it caused an increase in waste collection fees.

Gunyou noted it would be privately billed. Other cities that have participated have found that residents who organically recycle are able to have trash collection every other week, so the fees are offset.

Thomas commented this does not require a lot of staff time, yet it provides a way for residents to feel better about recycling.

Allendorf stated he does not know the benefit of collecting organic waste versus placing it in the regular trash. If there is no cost savings for the citizens, he does not see any reason to go through the hassle.

Vetter noted the grant would last until December 2008, at which point each hauler would evaluate further participation. The program could end earlier if not successful. The concept is that organic recycling reduces the amount of garbage produced, so that trash collection could be reduced to biweekly. Additionally, the city sends trash from the metro to three states, so there is a long-term aspect to this as well. About 40 percent of what is put into trash right now could be considered organic recycling matter.

Ellingson commented the program is a good idea, although he personally already uses a compost bin for organic recycling. He wondered whether people will really do it and whether it will compete with those residents who are composting for free themselves.

Callison indicated she believes the city should give the program a try. Her only wish is that the compost could be reused within the community.

Allendorf asked about the impact on the streets of an additional trash pickup. Gunyou stated if it is a good road, it will be okay, but an older road may suffer. He noted it will create additional traffic as well.

Allendorf stated his objection is visual clutter and increased truck traffic. He asked if there is a way to make the composting mandatory every other week, so

**STAFF SUMMARY
CITY OF MINNETONKA
CITY COUNCIL STUDY SESSION
MONDAY, NOVEMBER 13, 2006
PAGE 8**

that there are never more than two containers out in any one week and traffic will not increase.

Gunyou indicated that would be up to the private hauler. Elstad stated the compost needs to be picked up every week for public sanitation reasons, but garbage pickups would hopefully be reduced to every other week.

With general council support, Gunyou indicated that staff will proceed with the grant application.

3. Adjournment

The study session adjourned at 7:56 p.m.

Respectfully submitted,

Laura Ronbeck
Acting City Clerk