

AGENDA
CITY OF MINNETONKA
STUDY SESSION
MONDAY, FEBRUARY 1, 2010
6:30 P.M.

BOARDS AND COMMISSIONS ROOM

1. Boards and Commissions Interviews
2. Adjournment

Additional Information
Jt. Meeting with Park Board November 4, 2009
Study Session summary November 16, 2009
Special Study Session summary January 4, 2010

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 Study Session Item #1
Meeting of February 1, 2010**

Boards and Commissions Interviews

Background

The following openings exist on city boards and commissions:

- Community commission: 3 adult positions, 1 student position
- Park board – 1 adult opening, 1 student opening
- Planning commission – 1 adult opening
- Police advisory board – 1 adult opening, 1 student opening
- Senior advisory board – 2 openings

Ten candidates will be interviewed during the meeting. The list of the candidates to be interviewed at this meeting is shown below. They will last approximately eight to ten 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. Additional candidates were also interviewed on January 4th and January 25th.

Interview Candidates

Name	Ward
Alex Tomczak (student)	4
David Asp	4
Chad Bacon	4
Bonnie Harper-Lore	3
Timothy O'Brien	3
Heather Odland	4
Marvin Puspoki	4
Brady Rutman	3
Deborah Luther	3
David Hayek	4

Submitted through:

Terry Schneider, Mayor
John Gunyou, City Manager

Originated by:

Karen Telega, Administrative Assistant

1. Roll Call

City council members in attendance included Mayor Terry Schneider, Dick Allendorf, Bob Ellingson, Amber Greves, James Hiller, Tony Wagner, and Brad Wiersum. Park board members in attendance included Chair Tim Goodyear, Patty Acomb, Kyle Gallagher, Bruce Gefvert, Denny Lambert, Elise Raarup, and Patrick Robben. Staff members in attendance included Geralyn Barone, Jo Colleran, Dave Johnson, Mike Pavelka and Perry Vetter.

Park Board Chair Goodyear called the meeting to order at 5:50 p.m.

2. Report from the Park Board Chair

Park Board Chair Tim Goodyear welcomed those in attendance and thanked the city council for dedicating the time to meet jointly with the park board to discuss and review common points of interest.

Goodyear noted that Park Board Member Gefvert is serving his 8th and final year on the board with his term expiring in January of 2010. Chair Goodyear thanked Gefvert for his contributions to the park board noting that Gefvert was involved in all of the city's park renewal efforts.

3. Discussion Items

A. Presentation on the Active Living Hennepin Communities Initiative

Dave Johnson, Recreation Services Director, provided an introduction to this item and informed those in attendance that Minnetonka recently joined the Active Living Hennepin Communities (ALHC) initiative that is comprised of 12 cities and eight agencies from throughout Hennepin County. Johnson explained that the initiative is funded by Blue Cross - Blue Shield and is dedicated to providing a healthier community by bringing attention to the importance of physical activity, reducing obesity and providing well designed communities that promote walking and biking.

Johnson introduced Kersten Elverum, Director of Planning and Economic Development for the city of Hopkins, who also serves as the Hopkins representative for ALHC. Elverum presented information on the history of ALHC, and addressed concerns related to low level of physical activity, and building and roadway design challenges. She discussed the principles of the complete streets concept that involves reducing widths of traffic lanes to 10' so that bike lane buffers and walkways can be incorporated into street designs. Elverum explained that those involved in ALHC understand that the complete streets concept is not always feasible due to space or cost constraints; however it is the goal of ALHC to evaluate each road construction project to see if using the complete streets principles are possible. She added that Hennepin County has recently adopted a complete streets resolution.

Elverum opened the floor to any questions.

Mayor Terry Schneider indicated that County Commissioner Jan Callison had encouraged Minnetonka to become part of the ALHC partnership. He added that he felt that a significant amount of the ALHC principles are consistent with the city's comprehensive plan, however the complete streets concept might be challenging to Minnetonka as well as other communities. Elverum responded that the primary objective for complete streets is to address primary roadways such as county roads and used County Road 4 through Glen Lake as an example.

Geralyn Barone, Assistant City Manager, indicated that the city's resolution to be drafted in support of ALHC can be amended to include the principles the city supports and will focus on.

Council Member Brad Wiersum cited the city's comprehensive plan and the desire to connect village centers throughout the city as possible projects that could incorporate the complete streets principles. He suggested that the ALHC recommendations be used as a template when possible.

Council Member Amber Greves asked what the city's benefit is financially if the complete streets concept is a County initiative. Elverum responded that the complete streets process represents a change in philosophy by the county that could be transitioned into county road projects undertaken throughout the city. She added that any discussions that take place should improve the partnership between the city and county.

Hearing no further comment, Chair Goodyear and Mayor Schneider, on behalf of the park board and city council, thanked Elverum for her presentation.

B. Review of Recommendations Related to Parks and Off-Leash Ordinance Changes

Perry Vetter, Parks, Buildings and Grounds Division Manager, provided background to the item with a review of the staff report and the following recommendations for changes to the existing park regulations:

- A requirement for horses to be ridden in designated areas only and for owners to pick up and dispose of feces in a proper manner.
- Prohibition of electric or motorized scooters designated for recreational use in park facilities.
- Requirements for geocaching and the placement of caches within the park system.
- Prohibition of fishing from boardwalks, trails or bridges designed for pedestrian use.

- Clarification of the voice command regulations as they pertain to dogs off leash in the park system. Those clarifications include:
 - Dogs are off leash but must stay within sight and under handler control.
 - Only two dogs per handler may be off leash at any given time.
 - Handler must have a leash for each dog they are walking.
 - All dogs utilizing designated voice command areas must be registered with the city by a permit system.
 - Recommended designated off leash areas include Big Willow Park, Purgatory Park, Victoria-Evergreen Park and Jidana Park

Vetter stated that the majority of the park board's discussion to date has involved changes to existing leash laws mainly due to several concerns the police department hears annually. These concerns relate to dogs being off leash in areas not permitted or dogs jumping on them while walking the park system. He noted that the existing regulations are considered to be subjective and difficult to enforce.

Vetter explained the park board's recommendation to incorporate designated off leash voice and sight command areas that would require purchase of a permit. In addition, the pet's owner would be required to sign an application form that clearly lists the requirements of having a permit. Vetter indicated that the recommended parks to include an off leash voice and sight command area include Jidana, Purgatory, Victoria-Evergreen and Big Willow. He explained that under the existing regulations, a dog may be off leash under voice command in any natural unmaintained area of the park system (amounting to approximately 36 parks).

Vetter closed by stating that a designated fenced in dog park site is still an interest of the park board. He noted that a proposal for a dog park at Lone Lake Park was denied by the park board in March of 2009, primarily due to the site's proximity to Bryant Lake Regional Park, where a dog park currently exists.

Chair Goodyear opened the floor to questions.

Council Member Wiersum asked if there is a fine for owners who do not clean up after their dog. Vetter responded that there is currently no fine; however under the proposed changes this would be considered a petty misdemeanor.

Council Member Dick Allendorf asked if the city requires owners to carry a clean-up bag while with their dog, noting that in his neighborhood there is social pressure to do so. Vetter indicated that currently there was not; however this too would be included in the regulation changes. Vetter noted that too often, owners expect to get to a park and have bags available; however the concern is what if a bag is needed on the way to the park; or if the bag container is empty upon arrival.

Council Member James Hiller commented that social pressure and education of the owners is critical as the new regulations are introduced.

Council Member Bob Ellingson asked Vetter to explain in more detail how the permit system would work. Vetter indicated that permits would be sold for a two-year period with dogs off leash being allowed only in the designated areas and under voice and sight command. He added that the owners would sign an agreement of understanding that would require a rabies vaccination, knowledge of designated areas, and an understanding of all related rules. Ellingson expressed concerns related to the reduction of possible locations from 36 to 4; and the amount of work required for seemingly little benefit. He voiced support for dogs being able to be in any of the parks off leash as long as they were under control.

Mayor Schneider indicated that he felt the park board has put a lot of thought into enforcement, adding that he felt enforcement is the most important factor.

Council Member Greves asked if there were other possible locations for a designated dog park other than the proposal rejected for Lone Lake Park, and asked if budget was an issue for completion of the project. Barone responded that the project has been included in the CIP for the past few years and that the primary issue was the proximity of Lone Lake Park to Bryant Lake Park.

Mayor Schneider expressed disappointment in the park board for rejecting the Lone Lake proposal, noting that a 14-acre site might not have been the best plan but possibly a smaller park in the range of 5-acres could have been incorporated into Lone Lake Park. Park Board Member Bruce Gefvert indicated that the proximity of Bryant Lake Regional Park, along with some resident opposition, played a role in the park board's decision.

Council Member Greves asked what requests residents requests have expressed related to size of a park; and if the 14-acre site at Lone Lake is what generated the interest. Vetter responded that several amenities have been requested including size to walk, fencing, access to water, and shade. He indicated that staff will continue to research other areas and then, if a location is found, include as many of the requested amenities as possible.

Mayor Schneider suggested the option of having several smaller parks throughout the city as opposed to a single larger park.

Council Member Allendorf suggested contacting those interested dog owners the city has on file to seek their desired park size and amenities.

Park Board Member Elise Raarup asked if over time, the amount of designated off leash voice and sight command areas could be increased if the demand exists. Vetter indicated that it could if other parks met the criteria needed such as size and access.

C. Review of 2010 Athletic Field use fee recommendations

Johnson provided background on the process the park board has used to date in developing recommendations for an athletic field use fee structure. He noted that the park board first started reviewing this issue in 2006 and finalized their recommendations at the October 7, 2009 meeting following a public meeting with impacted user groups. He noted that the recommendations developed are proposed to be in place for the 2010 season.

Johnson then provided a presentation that explained reasons for the recommended changes, definitions of field types, proposed fees for use and estimates of revenues to be generated. Highlights of the presentation included the following:

- The recommendations were developed by the park board to establish a fee schedule for all city-owned fields that is not currently in place; and to generate additional revenues to support annual operating and future capital needs for the city's athletic fields.
- A review of recommended fees for athletic fields located at Big Willow, Guilliams, Lone Lake, Glen Lake and Civic Center Parks.
- The development of three classifications of user types based on residency and the ability for participants to access the programs provided.
- Proposed increases in field use fees from an estimated \$12,400 in 2009 to \$16,400 in 2010.
- Allocation of fees generated to cover annual operations (67%) and future capital needs (33%)

Chair Goodyear opened the floor to questions and comments.

Council Member Wiersum indicated that he felt the recommendations were well thought out for three reasons; 1) increased revenue to protect the investment of parks renewal; 2) continue to maintain fields at a high level; and 3) places part of the responsibility on the people who use the fields.

Council Member Tony Wagner noted that the fee for use of the Civic Center soccer fields was only \$5 and questioned if that was worth the cost. Johnson responded that this was one change that came as a result of the public meeting that was held with user groups. He indicated that the fee was initially \$10 per field for each of the four small fields available at the Civic Center; and that often a user group will use the entire space as one field. The initial recommendation would have required a \$40 fee for the entire space and a suggestion at the public meeting was that this was too high. The park board reduced the fee to \$5 per field or \$20 for the entire field to be consistent with Big Willow Park.

Council Member Greves asked what the impact will be on the user groups if the recommendations are approved. Johnson responded that based on the estimates he's received from user groups, the range would be \$2 to \$10 per participant if the

user groups charge the participants directly. He indicated that the higher end would most likely be for youth softball organizations using Guilliams Park and for soccer programs using Civic Center Park, both of which previously had no charge for use.

4. Information Items

Information items included in the meeting packet were not discussed in further detail.

5. Adjournment

The meeting was adjourned at 6:58 p.m.

**STAFF SUMMARY
CITY OF MINNETONKA
CITY COUNCIL STUDY SESSION
MONDAY, NOVEMBER 16, 2009
PAGE 1**

Council Present: Dick Allendorf, Bob Ellingson, Amber Greves, James Hiller, Tony Wagner, Brad Wiersum, and Mayor Terry Schneider.

Staff: John Gunyou, GERALYN Barone, Merrill King, Julie Wischnack, Joe Wallin, Brian Wagstrom, Lee Gustafson, Dave Johnson, Mark Raquet, Jeff Sebenaler, Darin Nelson, David Maeda

1. 2010 Detailed Budget Review

Gunyou noted that the recommended 1.99 percent property tax increase was 0.3 percent less than the adopted preliminary levy. He said staff is working on a plan where the tax abatement for the Bren Road interchange would not need to be used. He said the only area of the budget in which there is a recommended increase is technology because of the potential long term cost savings.

Gunyou said the city's multi-year labor contracts have been renegotiated to lower across-the-board increases, and complemented the unions for their responsible and respectful openness to these concessions. The contracts provide for a one percent base increase for 2010 with market adjustments as appropriate. He said there was now an estimate on the cost of the state firefighters' pension mandate. Phasing in a defined contribution plan would cost more than \$1 million over time, but in the long run, the city's costs would be predictable and more controllable. Ellingson asked if the firefighters support switching to a defined contribution plan. Gunyou indicated that the firefighters do support the change, and over the next year, a task force will work to find a mutually agreeable solution.

Allendorf asked for clarification about the housing program funding recommendation. Community Development Director Julie Wischnack said at the joint council and EDA meeting the discussion was that \$100,000 of the HRA levy would be dedicated for homebuyer assistance and home renovation programs. The specific program allocation was not determined. She said currently there are a lot of requests for community development block grant loans. She said detailed recommendations would be provided in the near future. Allendorf said his recollection of the discussion was that the two programs would split \$75,000 equally. Additional outside funding would be sought, but money had to be set aside for a staff person to write the grant applications. Schneider said he raised the concept that there are likely matching grant funds available. Wischnack said staff could still consider additional outside funding as the programming is developed, but further research about the opportunities is needed.

Wagner said the EDA did not conclude upon which of the two programs more emphasis would be placed. Schneider said he was concerned about using the HRA levy mostly for economic development rather than directing the levy

**STAFF SUMMARY
CITY OF MINNETONKA
CITY COUNCIL STUDY SESSION
MONDAY, NOVEMBER 16, 2009
PAGE 2**

towards housing. Wagner said the EDA felt that the village center process encompasses housing, density, and commercial aspects. Allendorf said he would feel more comfortable voting for the HRA levy if the specific amount of funding was identified for specific programs. Schneider noted that the staff recommendation identified \$75,000 for the village center engagement process and \$100,000 for homebuyer assistance and home renovation programs. The idea is to maximize the amount with matching grants. He said he raised the issue of pursuing grant money knowing that the reality is it would likely take time to obtain any grants. There is a very competitive market for grant funds.

Wagner asked if there was any feedback about the reduction of the number of school liaison officers. Police Chief Mark Raquet said there has not been a significant increase in the number of calls to the schools. The police department will continue to monitor the number of calls on a quarterly basis. Schneider said during the last round of boards and commissions interviews one of the students interviewed had a perceptive comment that the liaison officers did not do any proactive upfront engagement of the student body. Raquet said getting classroom time to speak to students is difficult given the robust curriculum. He said typically the liaison officers are invited into certain classes at the high school. Last year there was an alcohol awareness presentation before the senior prom. He noted it was likely the student who was interviewed was not the type of student who would notice the liaison as much as other students might, since the program tends to be focused on the students who are not doing as well in school. Greves noted that the city's collaboration with Tonka Cares has been effective. Schneider said he would like the city to be open to new ideas on how to best interact with the students.

Wiersum said the staff report included the impact on the average Minnetonka house. He said he would be interested in having more information about the impact on different house values. Gunyou said that could be provided.

Ellingson asked if there were spending items that didn't make it into the budget that could be included if the full preliminary levy was adopted. Gunyou said staff was comfortable with the recommendation based on previous council discussions and the long term plans that have been made. Schneider asked what the dollar amount was for the 0.3 percent decrease from the preliminary levy. Gunyou said it came to around \$73,000.

Greves asked when the council would have a more specific discussion about the public safety study. Gunyou said an RFP was being finalized. A consultant would be selected by the beginning of the new year. Greves said she would like to see direct input from the duty crews included in the study. Gunyou suggested sharing the RFP with the council to solicit suggestions prior to its distribution.

**STAFF SUMMARY
CITY OF MINNETONKA
CITY COUNCIL STUDY SESSION
MONDAY, NOVEMBER 16, 2009
PAGE 3**

Allendorf asked if staff has looked at the reserve funds to determine if the level is appropriate. Gunyou indicated that had been done. The trend has been the level of the reserve funds have gone down but not to a level that gives staff concern. He said the reserve funds are managed carefully through the CIP process. Allendorf noted some of the funds have interest income and some do not. Finance Director Merrill King said the interest is allocated quarterly based upon the cash balance in each fund.

Wagner asked where there were risks in the 2010 budget and how the city would deal with the situation if the risks materialize. Gunyou said revenue forecasts are the city's greater vulnerability, because the city's costs are generally known. Specifically, he said development revenues are one of the greatest risks. Wagner asked if there could be a substantial variation of property tax revenues at this point of the year. King said the city has consistently collected most of what was levied.

Schneider said he has received a number of calls the past month from residents with concerns about their water bills. One caller questioned the fairness of providing a different rate for seniors, because the water use between two users might be the same with one paying much less. King said there can be a significant discrepancy between the amount paid under the senior rate and what the average resident pays. Greves said she would like the council to have a broader discussion about the rates given the change to the tier system. King said eventually the city would consider the possibility of monthly billing. Part of the issue with quarterly billing is that conservation incentives are less effective when a resident does not see July water use until the fall. She noted many people budget on a monthly basis. Wiersum agreed it was a good idea to take a look at the issue, but he did not support billing more often given the additional costs. He suggested the city might not have done a good enough job explaining the tier system to residents.

Wagner asked for information about why the number of medical calls listed in the fire department's budget page was 78 in 2008 and is expected to rise to 1,600 in 2009. Gunyou said the paid-on-call firefighter duty crews are now answering many of the medical calls that the police department handled in the past. Part of the public safety study will take a look at how the city responds to calls. He said overall the number of medical calls has increased over the past five to six years.

Allendorf asked for information about the amount of "other services and charges" listed in the fire department's budget. King said the increase was due to the state mandated pension contribution.

Gunyou noted the fire department's average response time has dramatically decreased due to the switch to duty crews.

**STAFF SUMMARY
CITY OF MINNETONKA
CITY COUNCIL STUDY SESSION
MONDAY, NOVEMBER 16, 2009
PAGE 4**

Ellingson said that the police budget page indicated that fuel costs are a concern. He asked if police squads cruise around the city to be more visible. Raquet said the department is encouraging more stationary patrol. Officers are encouraged to be more visible by completing paperwork in their squad cars rather than coming into the office. He said fuel costs have decreased because two squads are not being sent to every medical call now that the paid-on-call firefighters are responding to those calls. Greves asked what the proportion was of stationary patrol cars on the highways compared to the number on residential streets. Raquet said stationary patrol cars are spending more time at major intersections. There has been an attempt to change to a balanced focus between monitoring speeding violations and traffic light violations. He said the police squads do not typically remain stationary on residential streets but patrol neighborhoods by driving through areas. Greves said it might be beneficial to inform citizens of the department's focus, because the perception of many people is that the police are spending their time catching speeders on the highways rather than on residential streets. Raquet agreed that would be beneficial.

Schneider said he has received complaints from residents who have seen a squad car in the same location in their neighborhood for consecutive days, and questioned whether the city was now being too aggressive in its speeding enforcement.. Gunyou said the next community survey will include a question to explore that balance between aggressive enforcement and residents' desire to reduce speeding. . Raquet noted the number of speeding citations is down from last year. He said this is attributed to officers not seeing the amount of drivers driving 15 to 20 miles per hour over the limit. He noted that in the past four months there were only two locations in the city that officers were parked and ticketing drivers more than two times. Allendorf said that he has seen police squads parked on Woodhill Road next to the General Store three times a week. Given the area's topography, it looks like a speed trap. He suggested the officers should try to mix up the locations where they park to write up reports. Schneider said many of the complaints about speed traps that he has heard are from residents who have never complained to him before about any city issue.

Hiller said that early in the year he inquired why the city was doing so much more conditional road improvements than in the past few years and was told that there was a good price available. The budget information indicated the cost was about \$85,000 per mile in both 2008 and 2009. In 2007, the cost came to around \$75,000 per mile. City Engineer Lee Gustafson said the estimates were lower per mile because of the subsurface conditions. He said there would be around \$750,000 in savings because of the soil conditions in the area that was being done this year. Hiller noted the average pavement condition index has remained steady. Gustafson said the index takes into account the average for the entire city and is generated by the pavement management program. He said to maintain the average means the city is doing a lot of good work. Schneider noted

**STAFF SUMMARY
CITY OF MINNETONKA
CITY COUNCIL STUDY SESSION
MONDAY, NOVEMBER 16, 2009
PAGE 5**

the goal was originally to obtain a 75 in the index, and the city has maintained a 79 for several years now.

Hiller asked for more information about the “reserve for delayed projects” line item. King said the amount listed is for previously approved budgeted projects that have not been spent yet. Hiller clarified that when the line item appears on a budget page the amount is the difference between what has been spent and what is expected to be spent by the end of the year. King confirmed that was correct. She said the number provides information about what has not been obligated in a fund balance.

Wagner asked if this was the first year the city was charging fees for right-of-ways. Gustafson indicated it was. He said the council would see the right-of-way management ordinance in the near future in connection with a new right-of-way permitting system the city is planning. Wagner asked for an example of when a fee would be charged. Gunyou said an example would be when someone wants to tear up a street to install a fiber optic line.

Wagner asked if there was a greater liability going forward related to restoring drainage ponds as more developments are completed. Gustafson said a study had already been done and the drainage ponds would be addressed as needed. There is a pond inspection program that is incorporated in the CIP. Wiersum asked what the typical cost was for a drainage pond. Gustafson said it ranges from \$20,000 to \$100,000.

Greves asked if information could be included about the “It’s in the Bag” program in the Recyclopedia brochure. She noted there are plastic bag drop off sites for the program in the city. Gunyou suggested that information could also be put on the city’s website. Allendorf said the decrease in the recyclables rebate was stunning. Gunyou explained the drop was a result of the new contract, which reflects a less favorable recyclables market, than was the case with the previous sweetheart contract the city benefited from for several years. Public Works Director Brian Wagstrom noted the city is in discussion with neighboring cities about possibly increasing participation in our joint contract in the future.

Ellingson noted the parks and grounds budget page included information indicating there would be consideration to revising athletic field use fees to offset some of the costs associated with maintenance of the facilities. He asked if property taxes could be used rather than increasing fees. Gunyou said it made sense to have a user fee because it helps assign a value to the use of the facilities. Recreation Services Director Dave Johnson said the idea is to ensure those who use the facilities are the ones that pay for the maintenance rather than making residents who never use the facilities also pay.

**STAFF SUMMARY
CITY OF MINNETONKA
CITY COUNCIL STUDY SESSION
MONDAY, NOVEMBER 16, 2009
PAGE 6**

Ellingson said he had three children go through the public school system and even though they have graduated, he is still willing to pay for a good public school system. Similarly he is still willing to pay for other children who will be using the athletic facilities. Gunyou said one way to look at the issue is as a spectrum. At one end of the spectrum are parks which are paid for with city wide taxes, because they are available for anyone to use. At the other end of the spectrum is Gray's Bay Marina or an aerobics class where people pay for the specific use. In between the two extremes are the special use fields.

Ellingson said his concern was that charging the fee to the youth groups will mean the groups pass on the costs to the families. This might lead to a reduction in participation. Johnson said the organizations have asked for an elevated level of maintenance that they said they would be willing to pay for. Ellingson said he would support spending more for maintenance but he thought it was counterproductive to increase fees. Hiller said he has talked to many of the groups, and they are willing to pay for more maintenance, so he was comfortable with increasing the fees. Gunyou noted the proposed increase in fees would later come back to the council for approval. Johnson said the recommendation would likely be before the council at the December 7 meeting. Johnson said key user groups that operate their own fields can ask for more from the city or less. The groups are not charged a per hour rate.

Schneider called a recess at 8:02 p.m.

Schneider called the meeting back to order at 8:11 p.m.

Allendorf asked for more information about the budget for the Public Works Natural Resources Division because the largest line item was for "other services and charges." King noted that the city's diseased tree removal program was included in that line item. Computer software costs were also included. Allendorf asked that the line item be broken down into more specifics.

Hiller asked how the city conducted conservation easement monitoring. Wagstrom said first an inventory is done, and then an annual inspection is conducted.

Greves asked for more information about the \$45,000 budgeted to address the Emerald Ash Borer issue. Gunyou indicated the amount was for contract services and education.

Wagner said that in the future he would like to have a discussion about making funds available to provide matching grants to improve the water quality of small lakes in the city. Gunyou noted that the watershed districts are becoming more active in addressing this issue. Greves agreed that it would be helpful to have a broader policy discussion about improving water quality of small lakes. Gunyou

**STAFF SUMMARY
CITY OF MINNETONKA
CITY COUNCIL STUDY SESSION
MONDAY, NOVEMBER 16, 2009
PAGE 7**

said part of the solution would be the formation of lake associations and providing them a tool kit and making sure the right expectations are set. Wiersum agreed and said the water quality of Lake Minnetonka has significantly improved, but the quality of many of the small lakes is impaired. He said part of this was the natural transition process as a small lake becomes a wetland.

Ellingson asked for more information about the note on the Park Dedication Fund page indicating for 2010 it is projected zero miles of trails would be constructed. Assistant City Manager Geralyn Barone said the projects are expensive and there is a five-year plan for trail construction. King said there was a trail originally included in the 2010 CIP that was done in 2009 instead as part of a road reconstruction project, so additional funding was not allocated for 2010. Ellingson said looking at the list of trails, most of them are listed as unfunded. He asked if a decision was made to build one of the trails, what the process would be to fund and construct the trail. King said that would be done as part of the CIP process.

Hiller asked for more information about scholarships for recreation programs. Johnson said two years ago the scholarship fund dried up for the first time ever with much more demand than revenues available. The policy was revised to allow for a scholarship to pay for up to 50 percent of the registration fee. He said no applicants have been turned away in the past two years. Hiller asked if there is any indication that people who would have participated did not apply because they could not afford to pay the 50 percent share. Johnson said he has not heard that anyone did not apply because of the cost. Schneider asked what the application review process entailed. Johnson said if an application is submitted, the scholarship is provided. If a program has enough funds to cover the cost, then the costs are covered by the program in order to save scholarship dollars for another person.

Hiller noted that 30 percent of the city's residents participate in recreation programs. He asked how that compared to other cities. Johnson said the information came out of the work done by the St. Thomas MBA group. The information will help the city market to those that currently are not using the programs.

Wagner asked if there was an estimate when the Westridge Pavilion would be converted and what will happen to the existing Mills Landing. Johnson said the staff recently asked the developer for an update. The sporting goods store is the only neighboring tenant who hasn't gotten back to the developer with an answer. Johnson said it is hoped that the conversion will be done by spring, and the Mills Landing building would be demolished and turned into parking. Schneider asked if there was any update on the status of the old city hall. Gunyou said the last information was the church was planning on using the facility.

**STAFF SUMMARY
CITY OF MINNETONKA
CITY COUNCIL STUDY SESSION
MONDAY, NOVEMBER 16, 2009
PAGE 8**

Wiersum asked for more information about the reduction from 7 FTEs to 5.2 FTEs at the Williston Center. Johnson said during the reorganization when the tennis program was changed from a contract service to a service provided by city staff, three tennis instructors were hired. One of the instructors requested changing to part-time and staff felt the program could allow for the change. The remaining 0.8 position was for a person to be the lead front desk person. No one was found to fill the position so it was changed to part-time. Wiersum asked if information has been posted at the center notifying residents of the renovation plans. Johnson said staff wants to make sure there is a schematic design in place before people are informed about the renovation. When the design is ready the plan is to post it in the lobby.

Hiller noted that he thought the funds from the sale of the HTC house were going back to the park fund. Wischnack said the original purchase of the land came from the park fund and would be replaced. The remaining amount would be included in the development fund.

Wiersum asked why the federal CDBG grant revenue was projected to increase \$53,000 from 2009 to 2010. Schneider indicated part of the increase was due to the federal stimulus money. Wischnack confirmed that was correct.

Hiller noted Gunyou had mentioned that one area in the budget that was increased was for technology. He asked if the increases were embedded in the department budgets. Gunyou indicated that was correct.

Ellingson asked how much the 2009 election cost. Barone said election judge salaries for 2009 were around \$37,000. For next year's state election, \$56,000 has been budgeted for election judge salaries. She noted for local elections the city pays the entire cost of the ballots, but in the state elections the county pays that cost. Ellingson said the turnout in odd-year elections is traditionally low and other suburban cities conduct their elections in the even years. Gunyou said a change to the charter would be required to change the election to even years.

Wagner asked why the Burwell House was paid out of the cable fund, and what would happen if franchise fees continue to decline. Barone said the funding was for programming. The capital costs come out of the park dedication fund. Hiller said he has heard that residents want more things telecast on the cable channel. Wiersum agreed that the channel has a lot of dead air time and asked if more programming could be provided for residents. Barone said the community survey results indicate that viewership is decreasing, and she noted that programming is very expensive. Gunyou said the city receives educational packages which run on the channel. He also noted the city's web streaming is growing in popularity. Allendorf said he once pushed for the channel to be available for high school productions, and he found little interest.

**STAFF SUMMARY
CITY OF MINNETONKA
CITY COUNCIL STUDY SESSION
MONDAY, NOVEMBER 16, 2009
PAGE 9**

Allendorf said he had expected the number of FTEs in the assessing division to decrease by one. King said a partial FTE for special assessments was moved from engineering to finance.

Gunyou said that the city had received very little public response to the budget document, and it's many solicitations for comments.

Allendorf said he would like more details about how the funding from the HRA levy was going to be spent. Greves said she had understood the funding would be split between the two programs. Wagner said the EDA did not commit to splitting the funding between the two programs. It was decided both programs have merit. Greves said another factor to consider in how the funds are ultimately used is whether federal credit for first time homebuyers will be extended.

2. Adjournment

The study session adjourned at 9:04 p.m.

Respectfully submitted,

David E. Maeda
City Clerk

**STAFF SUMMARY
CITY OF MINNETONKA
CITY COUNCIL SPECIAL STUDY SESSION
MONDAY, JANUARY 4, 2010
PAGE 1**

Council Present: Dick Allendorf, Amber Greves, James Hiller, Brad Wiersum, and Mayor Terry Schneider. Tony Wagner and Bob Ellingson were excused.

Staff: John Gunyou, Geralyn Barone, David Maeda

1. Boards and commissions interviews

Christopher Louise Meyer

Meyer has lived in Minnetonka since 2006. She has participated in several of the city's senior activities including walking, gardening, and biking. She was a pediatric physician but retired due to back problems. She said she was interested in serving on the senior advisory board to help determine what seniors can do for the community rather than what the community can do for seniors.

Greves noted that Meyer's application indicated as a senior advisory board member she would look for ways to promote dialogue between seniors and others in the community. Meyer said that a lot of the dialogue already is going on but she hoped as a board member she could help get more people involved. She said there is a lot of talent in the city.

Wiersum asked what Meyer liked best about living in the city and to elaborate more on her experience with the city's senior programs. Meyer said she appreciated the city's concern for the environment and the trail system was one example of the care shown to the environment. She said that she has participated in the walking group as well as the bike and garden clubs. She hopes to get more involved with the community needs and issues group that focuses on education and discussion about big issues like health care and property taxes.

Hiller asked what Meyer has learned while participating in the senior programs. Meyer said while current senior activities like serving meals are important, she thinks a lot more can be done. She cited volunteer tutoring for students as a possible example of an area where seniors could be helpful.

Allendorf said it would be beneficial to have a younger senior such as Meyer serve on the advisory board. He asked what activities other than her volunteer work Meyer did. Meyer said that her health issues have limited what she was able to do. She enjoys reading.

Schneider agreed with Allendorf that it was important to have younger seniors on the board to help address the issues related to the number of retiring baby boomers in the city. He said there are more and more residents in the city who are partly retired and are looking for ways to remain active.

**STAFF SUMMARY
CITY OF MINNETONKA
CITY COUNCIL SPECIAL STUDY SESSION
MONDAY, JANUARY 4, 2010
PAGE 2**

Greves asked Meyer how she envisioned the way a senior tutoring program would work. Meyer said she didn't think such a program would encroach on the fine work being done by teacher because teachers are already so overworked.

Ronald Timm

Timm said he retired from a graphics arts company and is now a part time teacher. He is the director of the photography judging school of the Twin Cities Council of Camera Clubs. He is a certified international photography judge and holds a PhD in business management. Timm currently serves as the president of the Minnetonka Senior Advisory Board. He said he was interested in serving on the park board to help continue the fabulous work the city has done with its parks system. He said the Minnehaha Creek Corridor project was an exciting project.

Greves asked why Timm was interested in switching from the senior advisory board to the park board. Timm said he intended on staying with the senior advisory board even if he was appointed to the park board. He works four hours a week and has time to serve on both boards.

Wiersum noted Timm correctly identified park funding as a challenge for the city, but the city was fortunate to have passed a park referendum to alleviate some of the funding issues. One of the biggest challenges was managing the transition from renovating the parks to maintaining them. He asked Timm's thoughts on the issue. Timm said the most important thing was to figure out what residents want for the parks. Do residents want undeveloped and more natural parks or do they want playground equipment and paved areas? He said the city is unique in having its own forester and could use such resources in constructive ways.

Gunyou asked Timm if he was familiar with the community commission. Timm said as president of the senior advisory board, he met with the commission. Gunyou noted given Timm's background, he might be a good addition to the community commission. Timm said he was willing to serve the city in any way that would be helpful.

Chris Farrell

Farrell did not show up for the interview.

2. Adjournment

The study session adjourned at 6:26 p.m.

Respectfully submitted,

David E. Maeda
City Clerk