

CITY OF SHOREWOOD  
CITY COUNCIL REGULAR MEETING  
MONDAY, JANUARY 28, 2019

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

## MINUTES

### 1. CONVENE CITY COUNCIL REGULAR MEETING

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

#### A. Roll Call

Present. Mayor Zerby; Councilmembers Johnson, Labadie and Sundberg; City Attorney Keane; City Administrator Lerud; Finance Director Rigdon; Planning Director Darling; Director of Public Works Brown; and, City Engineer Fauske

Absent: Councilmember Siakel

#### B. Review Agenda

Mayor Zerby noted that Planning Commissioner Davis is unable to attend this evening and will not be making her planned report on Artic Fever that is listed on the agenda.

**Labadie moved, Johnson seconded, approving the agenda, as amended. Motion passed 4/0.**

### 2. CONSENT AGENDA

Mayor Zerby reviewed the items on the Consent Agenda.

**Sundberg moved, Labadie seconded, Approving the Motions Contained on the Consent Agenda and Adopting the Resolutions Therein.**

- A. City Council Work Session Meeting Minutes of January 14, 2019
- B. City Council Regular Meeting Minutes of January 14, 2019
- C. Approval of the Verified Claims List
- D. Minnetonka Community Education (MCE) Appointment Lake Minnetonka Communications Commission (LMCC) Appointments, RESOLUTION NO. 19-008, "A Resolution Making City Representative Appointments to the Lake Minnetonka Communications Commission and Minnetonka Community Education."
- E. Regular Appointment of Joe Rigdon as Finance Director

Councilmember Labadie stated that she was extremely happy with the appointment of Joe Rigdon as Finance Director.

**Motion passed 4/0.**

**3. MATTERS FROM THE FLOOR - None**

**4. PUBLIC HEARING**

**A. Lawtonka Villas PUD Concept and Development Plan**

Planning Director Darling stated that the applicant has requested a PUD plan and minor subdivision of the property in order to construct two single-family homes. She noted that the Council voted at the January 14, 2019 meeting to continue the item to give staff additional time to review revisions that had been made to the application. She explained the history of this lot being included in the PUD zoning in 1992 when Gideon Cove was developed, but was not included in the PUD development approval. She reviewed the proposed villa style homes, grading and setbacks. She noted that the updated conditions and recommendations have been included in the resolution based on the applicant's revisions. She explained that staff had received three letters with concerns about the proposed plans. The most recent letter was received on January 10, 2019 with a request that the property be rezoned R-2A rather than approving the PUD, and developed with a single-family home and that a landscaping buffer be provided along the south property line. She invited Commissioner Riedel to the podium to summarize the Planning Commission discussion with regard to this application.

Commissioner Riedel gave a brief overview of the history of this parcel and the rationale behind the Planning Commission's recommendation for approval. He noted that the application request is consistent and similar to the surrounding twin homes. He stated that Planning staff has worked with the property owners to address the concerns of the neighbors.

Mayor Zerby opened the Public Hearing at 7:14 P.M. There being no public comment, Mayor Zerby closed the Public Hearing at 7:14 P.M.

Councilmember Labadie indicated that she appreciated the landscaping planted along the south property line.

Councilmember Johnson noted that the developer has made some changes to address the concerns by the neighbor to the south and lessen the impact.

**Motion by Sundberg, seconded by Johnson to approve, ORDINANCE 562, "An Ordinance Approving the Lawtonka Villas PUD." Motion carried 4/0.**

**Motion by Sundberg, seconded by Labadie, to approve RESOLUTION 19-014, "A Resolution Granting Concept and Development Stage Plan Approval for the Lawtonka Villas P.U.D." Motion carried 4/0.**

**Motion by Zerby, seconded by Johnson, to approve RESOLUTION 19-015, "A Resolution Approving Subdivision of Property for Greenwood Design Build, LLC, for 23825 Lawtonka Drive." Motion carried 4/0.**

**5. REPORTS AND PRESENTATIONS - None**

**6. PARKS**

**A. Report by Sue Davis on Arctic Fever Event - None**

**7. PLANNING**

**A. Report by Commissioner Sue Davis on the December 14, 2018 Planning Commission Meeting**

Mayor Zerby noted that the December 14, 2018 Planning Commission meeting covered the just approved PUD, so nothing else needed to be discussed.

**8. ENGINEERING/PUBLIC WORKS**

**9. GENERAL/NEW BUSINESS**

**A. Proposed Excess Fund Balance Purposes**

Finance Director Rigdon explained the recently adopted Fund Balance Policy that contains a goal of a 60% reserve ratio. He stated that there were excess funds from 2018 and noted that staff has developed a list of proposed projects for use of the excess funds. He stated that staff is recommending funding the Badger Park playground surface at \$120,000; Manor Park Pond remediation at \$230,000; Running fiber to City Hall/Shorewood Community and Event Center (SCEC)/Public Works and technology improvements to SCEC in an amount of \$15,000 with additional improvements for the SCEC in an amount of \$10,000; South playground at Freeman Park in an amount of \$60,000; City Hall security system in an amount of \$25,000.

Councilmember Johnson stated that he wanted to make sure the dollar amount included for Manor Pond was adequate because it is a very important issue. He stated that he thought the scope of work for Manor Pond had not yet been determined and thought this number may be outdated. City Administrator Lerud stated that the previous estimated dollar amount was under \$200,000. Public Works Director Brown agreed that the previous estimate was under \$200,000 and this amount of \$230,000 will go a long way towards helping with remediation even if it does not cover the entire cost.

**Motion by Johnson, seconded by Labadie, to approve the capital transfers, as requested. Motion carried 4/0.**

**10. STAFF AND COUNCIL REPORTS**

**A. Administrator and Staff**

**1. Investments 4<sup>th</sup> Quarter 2018 Report**

Finance Director Rigdon reminded the Council that the objectives for investments follow the SLY method, which stands for Safety, Liquidity, and Yield. He reviewed the current investments and noted that certificates of deposit comprised forty-four percent of the portfolio. He stated that, in his opinion, it is a diversified and healthy portfolio.

**2. SeeClickFix 2018 Review**

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Administrator Lerud stated that staff is recommending that the City continue to use SeeClickFix. He stated that they are looking at ways to track some of the simple reports and resolution to the issues. He noted that about one-hundred eighty people have used SeeClickFix in the last year.

Mayor Zerby suggested that the City get in touch with the sales representative and share thoughts on what issues we would like to see the system handle better for the City.

**Other**

Director Brown stated that Arctic Fever went well however, attendance was down a bit because of the cold weather. He stated they will be watching the cold temperatures and their possible effect on infrastructure in the City.

Councilmember Lerud stated that the issues between the Ashland Woods developer and the neighborhood residents appear to be resolved, so he anticipates that the City will be receiving the last two building permits for that development.

City Attorney Keane stated that he will be giving a response to the Grant Street question at the next Council meeting.

**B. Mayor and City Council**

Councilmember Labadie stated that she had attended the Excelsior Fire District Board meeting on January 23, 2019. She gave a brief overview of the items discussed and noted that she was appointed as Vice-Chair for 2019. The next meeting will be March 20, 2019 at 6:30 P.M.

Mayor Zerby noted that the Excelsior Fire District website does not give the meeting dates or the agenda and suggested that be changed.


Councilmember Sundberg thanked the Public Works Department for their quick response with discolored water in her neighborhood. She stated that she suggested people let the City know when they are having issues sooner rather than later.

Mayor Zerby stated that the City of Tonka Bay will have a public hearing on the new proposed Tonka Bay Apartments on February 12, 2019 at the Tonka Bay City Hall at 7:00 P.M.

**11. ADJOURN**

**Johnson moved, Labadie seconded, Adjourning the City Council Regular Meeting of January 27, 2019, at 7:35 P.M. Motion passed 4/0.**

**ATTEST:**

  
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**Sandie Thone, City Clerk**

  
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**Scott Zerby, Mayor**