

City Council/Manager

Wednesday, August 12, 2020 – 6:30 pm

REGULAR MEETING AGENDA

This meeting will be held via Cisco Webex in accordance with the local emergency declaration made by the City under Minn. Stat. § 12.37. The public may monitor this meeting by calling 1-415-655-0001 and entering the meeting code 133 747 5774. For technical assistance, please contact support staff at 763-593-8007 or webexsupport@goldenvalleymn.gov. If you incur costs to call into the meeting, you may submit the costs to the City for reimbursement consideration. Additional information about for monitoring electronic meetings is available on the **City website**.

	<u>Pages</u>
1. Human Services Commission and Golden Valley Community Foundation Discussion	2
2. 2021-2022 Proposed General Fund Budget	3-25
3. Council Review of Future Draft Agendas: City Council August 18, City Council September 1, HRA Work Session September 8, Council/Manager September 8, Special HRA Meeting September 15, 2020, City Council September 15, City Council October 7, and Council/Manager October 13, 2020	26-35

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EXECUTIVE SUMMARY

City Administration

763-593-8006 / 763-593-8109 (fax)

Golden Valley City Council/Manager Meeting August 12, 2020

Agenda Item

1. Human Services Commission and Golden Valley Community Foundation Discussion

Prepared By

Tim Cruikshank

Summary

The community of Golden Valley is fortunate to have both a city based Human Services Commission (HSC, established 1992) and Community Foundation (GVCF, establish 2010). However, the roles of the HSC and GVCF have overlapped since inception which has, at times, created confusion and inefficiencies. This was recognized early on and as a result, there is a fairly extensive history of working together to better clarify roles, funding sources, service delivery and overall missions. There have been past discussions of possible merger, sharing and even a partnership that would maximize efficiencies and therefore increase the impact of the much valued and needed services these two organizations deliver to our community. Although some progress has been made, it is during this challenging time for many people that the need for these services and how each organization functions has been highlighted.

The purpose of this item is to get feedback from the Council and provide direction to staff.

Financial or Budget Considerations

Not Applicable



EXECUTIVE SUMMARY

Administrative Services

763-593-8013 / 763-593-3969 (fax)

Golden Valley Council/Manager Meeting August 12, 2020

Agenda Item

2. 2021-2022 Proposed General Fund Budget

Prepared By

Sue Virnig, Finance Director

Summary

At the August 12 Council/Manager meeting, the Council will be reviewing the 2021-2022 General Fund Budget. Staff will be making a presentation with the major changes in the budget. The final proposed levy will be presented at the Council Manager meeting on September 8 and approved at the Council Meeting on September 15.

Financial Or Budget Considerations

Discussion will be held and brought forth again in September for a final proposed tax levy and impact on the median home.

Supporting Documents

- 2021-2022 Proposed General Fund Budget Presentation (22 pages)
- [2021-2022 Proposed Biennial Budget](#) (link provided)

2021-2022 General Fund/HRA Budget and Tax Levy

Council Manager Meeting

August 12, 2020

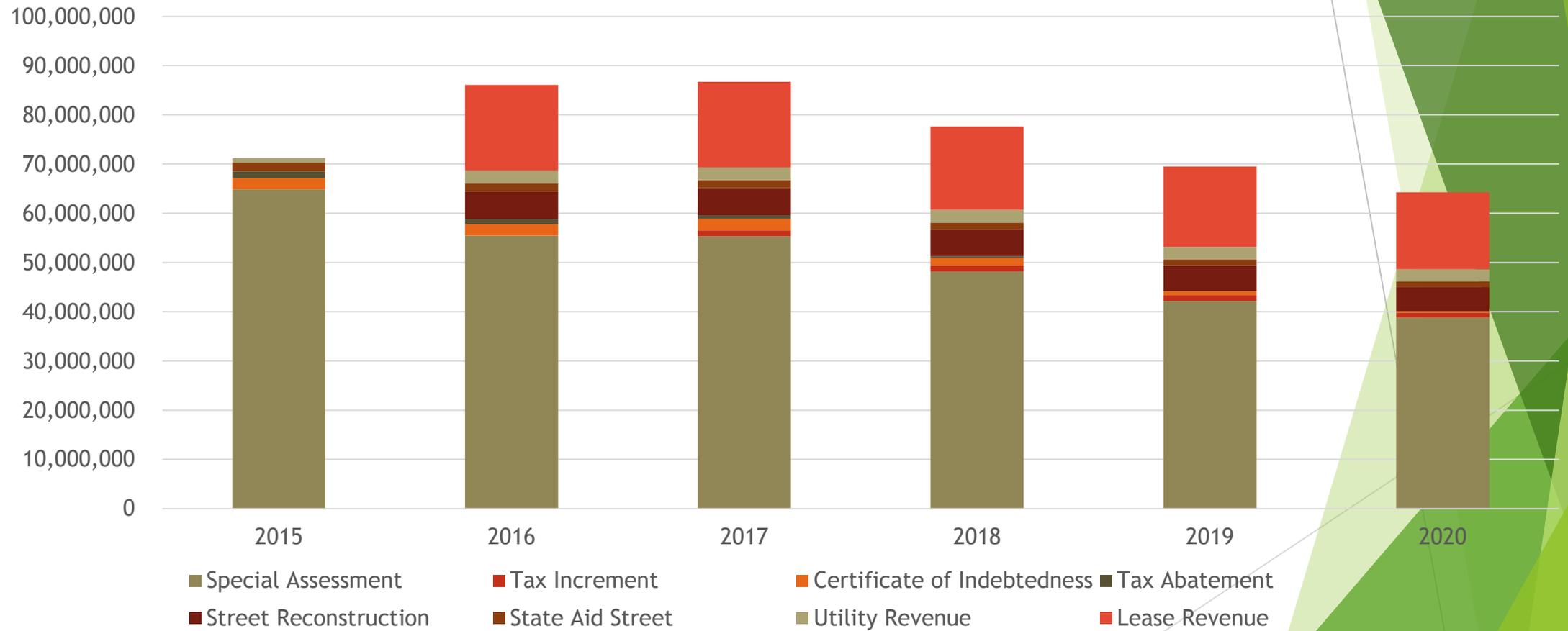
2020 Schedule

- ▶ May - July
 - ▶ Staff Meetings preparing proposed budget
- ▶ Week of August 3-7
 - ▶ Review 2021-2022 General Fund Budget with each council member and mayor
- ▶ August 12-Council/Manager Meeting
 - ▶ Review 2021-2022 General Fund Budget
- ▶ September 8-Council/Manager Meeting
 - ▶ Review all other funds budgets (Enterprise, Special Revenue, Internal Service Funds)
 - ▶ Review 2021-2030 Capital Improvement Program
 - ▶ Review 2021 Proposed Levy and Tax Impact
- ▶ September 15-Special HRA Meeting - Proposed HRA Tax Levy and Budget
- ▶ September 15-Council Meeting
 - ▶ Proposed Property Tax Levy and Budget (Amount Approved will go on notice for Nov)
 - ▶ Proposed HRA Tax Levy and Budget (Amount Approved will go on notice for Nov as Other Levies)
- ▶ December 1-Special HRA Meeting-Adopt HRA Levy and Budget
- ▶ December 1-Council Meeting
 - ▶ Property Tax Hearing-Adoption (Both City and HRA)

2020-How are we doing this year?

- ▶ All Building Permits Types (Building, Electrical, Heating, etc)
 - ▶ Permits are estimated at \$94,500 over budget
- ▶ Fines and Forfeitures -down \$86,000
 - ▶ COVID and unrest
 - ▶ Courts closed
- ▶ Property Tax Revenue
 - ▶ Slightly higher allowances
- ▶ Estimated Use of fund balance \$82,125
 - ▶ Delayed staff hiring
 - ▶ Delayed projects

Total Bonded Debt



General Fund Expenditures

▶ 2021 Proposed Expenditures

▶ Council \$(47,720)

- ▶ Municipal Legislative Commission \$6,000
- ▶ Change Civil Service to Police Advisory Commission
- ▶ One Election (3 in 2020)

▶ City Manager \$108,415

- ▶ **New Position-Community Outreach Liaison (w/benefits) \$80,605**
- ▶ Training \$1,000
- ▶ Website Redesign \$50,000

▶ Transfers \$150,000

		<u>2021</u>	<u>Goal</u>
▶ Buildings	\$0	\$500,000	\$500,000
▶ Parks	\$50,000	\$400,000	\$400,000
▶ Capital Imp Fund	\$50,000	\$650,000	\$1,000,000
▶ Equipment	\$50,000	\$1,082,580	\$1,150,000
▶ Environmental (3 yr)	\$0	\$50,000	\$50,000
▶ Comprehensive Building Study	\$0	\$35,000	

General Fund Expenditures, cont

- ▶ Administrative Services \$176,655
 - ▶ New Position -Accountant \$85,000 (w/benefits)
 - ▶ LOGIS Applications \$59,480
- ▶ Risk Management \$30,000
 - ▶ Premium Increases (LMCIT self insurance)
- ▶ Buildings \$17,280
 - ▶ Accurate needs for the new Brookview
- ▶ Planning \$(48,885)
 - ▶ Downtown Study \$-35,000
- ▶ Inspections \$20,650
 - ▶ Avolve Software Training \$2,500
- ▶ Police \$123,955
 - ▶ Step Increases \$123,955
 - ▶ Community Resource Officers CRO (2) \$56,990 -Restructure
 - ▶ Hennepin County Embedded Social Worker (.50) \$30,000
 - ▶ Additional Training \$4,345

General Fund Expenditures, cont

- ▶ Fire Operations \$(6,095)
 - ▶ Emergency Management Plan \$25,000 (in 2020)
 - ▶ .50 Administration Assistant to .50 Fire Inspector \$3,445
- ▶ Engineering \$123,920
 - ▶ General Engineering (step increases)
 - ▶ More hours not charged to projects
- ▶ Street Maintenance \$61,580
 - ▶ Maintenance on Vehicles \$15,360
- ▶ Park & Recreation \$38,787
 - ▶ Increased hours (.5 to 1 FTE) for Asst Rec Supervisor/Volunteer Coordinator
- ▶ Contingencies \$290,000
 - ▶ Includes 2% salary increase (COLA)
 - ▶ \$50,000 Compensation Study

General Fund Expenditures, cont

▶ Overall Items

- ▶ Salaries are budgeted for the current step and not the final 5th step
- ▶ Proposed 2% salary increase
- ▶ Increase in contribution for health insurance (\$91.80 of the \$183.50)
- ▶ Fuel Increases 3%

TOTAL PROPOSED LEVY

	Levy Payable 2020	Proposed Levy Payable 2021	
General Fund	19,649,140	20,742,325	5.56%
Bonded Debt:			
Street Improvement Bonds	4,205,594	4,561,461	
Brookview Community Center	1,218,300	1,218,300	
Equipment Certificates			
Debt Sub-Total	5,423,894	5,779,761	6.56%
TOTAL Levy	25,073,034	26,522,086	5.78%

Total Tax Capacity in City

(Taxable Market Value X Tax Rate)

Tax Capacity	2020	2021	% increase (decrease)
Commercial	14,892,610	15,790,420	5.96%
Industrial	7,055,827	6,977,538	-1.11%
Apartments	4,981,763	5,824,431	16.92%
Residential	26,491,417	27,264,628	2.92%
Personal Property	584,230	584,230	0%
TOTAL	54,005,847	56,431,227	4.49%

Tax Capacity	2020	2021
Total Tax Capacity	54,005,847	56,431,227
Less Fiscal Disparities Contribution	(7,678,701)	(7,680,860)
Less Tax Increment	(1,151,192)	(1,195,256)
Total Net Tax Capacity for Local Tax Rate	45,175,954	47,555,111
Levy	25,073,034	26,522,086
Fiscal Distribution Dollars	1,124,711	1,108,634
Levy Reduced by Fiscal Distribution	23,948,323	25,413,452
Rate	53.011%	53.440%

Tax Capacity, continued

Median Home	2020	2021	% increase (decrease)
Property Value	\$327,000	\$335,000	
Tax Rate	53.011%	53.440%	
City Portion of Taxes		\$60.28	\$5.02 per month

Numbers Still Needed for Tax Impact

- ▶ Estimated Tax Increment Tax Capacity September 1
- ▶ Personal Property Values August 17

- ▶ Net Fiscal Disparities - estimate is neutral for pay 2021

The background features abstract, overlapping geometric shapes in various shades of green, ranging from light lime to dark forest green. The shapes are primarily triangles and polygons, creating a dynamic, layered effect. The text is centered in the upper half of the image.

Review 2021 Housing and Redevelopment (HRA) Proposed Budget & Levy

2020 Schedule

- ▶ April 21 - HRA Approved a Resolution of Intent for an HRA Levy
- ▶ April 21 - City Approved a Resolution of Intent for an HRA Levy
- ▶ September 15-Council Meeting
 - ▶ Proposed Property Tax Levy and Budget (Amount Approved will go on notice for Nov)
 - ▶ Proposed HRA Tax Levy and Budget (Amount Approved will go on notice for Nov as Other Levies)
- ▶ December 1-Special HRA Meeting-Adopt HRA Levy and Budget
- ▶ December 1-Council Meeting
 - ▶ Property Tax Hearing-Adoption (Both City and HRA)

What will the HRA Levy help us do?

- ▶ Hire a Housing and Economic Development Manager
 - ▶ Housing:
 - ▶ Lead implementation of City's housing initiatives
 - ▶ Build collaborative relationships with multi-family property owners and managers, civic groups, industry groups, and non-profit organizations
 - ▶ Economic Development:
 - ▶ Lead implementation of City's economic development strategy
 - ▶ Coordinate efforts around business retention and attraction
- ▶ Support programs to preserve existing affordable housing
 - ▶ Low interest loans for improvements to NOAH properties
 - ▶ Home renovation programs for seniors
- ▶ Provide additional funding for new affordable housing opportunities
 - ▶ Community land trust, down payment assistance, gap funding for first time buyers

HRA Housing Budget Expenditures

CITY OF GOLDEN VALLEY 2021 - 2022 OPERATING BUDGET								
DIVISION: Housing (016)								PROGRAM: Housing (9190)
OBJECT	DESCRIPTION	2018 ACTUAL	2019 ACTUAL	2020 ADOPTED	2020 ESTIMATED	2021 CONCEPT	2021 PROPOSED	2022 CONCEPT
	<u>Personal Services</u>							
6110	Salaries-Regular Employees	\$0	\$0	\$0	\$0	\$0	\$109,400	\$112,685
6150	Employee Insurance	-	-	-	-	-	18,305	18,425
6160	Retirement	-	-	-	-	-	18,545	19,100
	TOTAL Personal Services	-	-	-	-	-	146,250	150,210
	<u>Supplies and Services</u>							
6320	Operating Supplies	-	-	-	-	-	250	250
6340	Professional Services	-	-	30,000	30,000	-	10,000	10,000
6344	Use of Personal Auto	-	-	-	-	-	500	500
6411	Conferences and Schools	-	-	-	-	-	3,000	3,000
6413	Dues and Subscriptions	-	-	-	-	-	2,000	2,000
	TOTAL Supplies and Services	-	-	30,000	30,000	-	15,750	15,750
	TOTALS	-	-	30,000	30,000	-	162,000	165,960

✓ Impact on Taxpayer for HRA Levy

The proposed property tax would include the HRA levy as levy under other taxing jurisdictions.

Total taxes \$11.18 on a median home value of \$335,000

TOTAL PROPOSED LEVY

	Levy Payable 2020	Proposed Levy Payable 2021	
General Fund	19,649,140	20,742,325	5.56%
HRA Levy	0	162,000	
Bonded Debt:			
Street Improvement Bonds	4,205,594	4,561,461	
Brookview Community Center	1,218,300	1,218,300	
Equipment Certificates			
Debt Sub-Total	5,423,894	5,779,761	6.56%
TOTAL Levy	25,073,034	26,684,086	6.43%

Tax Increases for 2021 on a Median Home

	Property Tax
City	60.28
HRA Levy	11.18
Total	\$71.46

Last 10 Years - Total Levy Increase

Year	Total Levy	% increase	Median Home Impact	%
2012	16,409,450	0.00%	\$1.38	.11%
2013	16,944,242	3.26%	\$(41.02)	-3.20%
2014	17,435,574	2.90%	\$58.93	4.749%
2015	18,551,428	6.40%	\$.22	.017%
2016	19,813,310	6.80%	\$28.53	2.193%
2017	21,531,403	8.67%	\$64.89	4.884%
2018	22,420,740	4.13%	\$138.53	9.941%
2019	23,723,799	5.81%	\$96.71	6.313%
2020	25,073,034	5.69%	\$63.42	3.895%
2021	26,522,086/26,684,086	5.78%/6.43%	\$60.28/71.46	3.56/4.22%

✓ Rule of Thumb

For each \$100,000, a median home would be effected \$6.97

City Council

REGULAR MEETING AGENDA

August 18, 2020 – 6:30 pm

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1. Call to Order

- A. Pledge of Allegiance
- B. Roll Call
- C. Presentation - All is Welcome Video

Pages

2. Additions and Corrections to Agenda

3. Consent Agenda

Approval of Consent Agenda - All items listed under this heading are considered to be routine by the City Council and will be enacted by one motion. There will be no discussion of these items unless a Council Member so requests in which event the item will be removed from the general order of business and considered in its normal sequence on the agenda.

- A. Approval of Minutes:
 - 1. City Council Meeting – July 21 and August 4, 2020
- B. Approval of City Check Register
- C. Licenses:
 - 1.
- D. Minutes of Boards and Commissions:
 - 1.
- E. Approval of Bids, Quotes and Contracts:
 - 1. Professional Services Agreement - Electrical Inspections
- F. Acceptance of Grants and Donations:
 - 1.
- G. Approve Amendment to City Manager’s Employment Agreement Res. 20-
- H.

4. Public Hearing

- A. Public Hearing - Zoning Text Amendment - Mixed Use Architectural Standards

5. Old Business



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6. New Business

All Ordinances listed under this heading are eligible for public input.

- A. 1800 Zephyr Place Purchase Agreement
- B. COVID-19 Pandemic Emergency Administrative Actions
- C. Review of Council Calendar
- D. Mayor and Council Communications
 - 1. Other Committee/Meeting updates

7. Adjournment

DRAFT

City Council

REGULAR MEETING AGENDA

September 1, 2020 – 6:30 pm
Council Chambers
Golden Valley City Hall
7800 Golden Valley Road

1. Call to Order

- A. Pledge of Allegiance
- B. Roll Call
- C. Introduction of New Employee

Pages

2. Additions and Corrections to Agenda

3. Consent Agenda

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- A. Approval of Minutes:
 - 1. City Council Meeting – August 18, 2020
- B. Approval of City Check Register
- C. Licenses:
 - 1.
- D. Minutes of Boards and Commissions:
 - 1.
- E. Approval of Bids, Quotes and Contracts:
 - 1. Approve Amendment to the Hennepin County Residential Recycling Grant Agreement
- F. Acceptance of Grants and Donations:
 - 1.
- G.

4. Public Hearing

- A. Public Hearing - Rezoning Properties to Comply with Comp Plan Land Uses (2)
- B. Public Hearing - Zoning Text Amendments - Screening and Front Yard Food Production

5. Old Business

6. New Business

All Ordinances listed under this heading are eligible for public input.

- A. Golden Valley Small Business CARES Grant Program
- B. Review of Council Calendar
- C. Mayor and Council Communications
 - 1. Other Committee/Meeting updates



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Housing & Redevelopment Authority

September 8, 2020 – 6:30 pm

WORK SESSION AGENDA

Pages

1. Discuss Proposed HRA Budget
2. Adjournment

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City Council/Manager

**September 8, 2020 – Immediately
following HRA Work Session**

Council Conference Room
Golden Valley City Hall
7800 Golden Valley Road

REGULAR MEETING AGENDA

Pages

1. Proposed Budgets and Capital Improvements Program
 - a. 2021-2022 Proposed Other Funds Budget
 - b. 2022-2030 Proposed Capital Improvement Plan
 - c. 2021-2022 Proposed General Fund Budget & Levy
2. Consider Police Policies Discussion
3. Discussion of PCAC Process
4. Council Review of Future Draft Agendas: City Council September 15, City Council October 7, Council/Manager October 13, City Council October 20, Wednesday, City Council November 4, Council/Manager November 10, 2020

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Housing & Redevelopment Authority

September 15, 2020 – 6:30 pm

SPECIAL MEETING AGENDA

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1. **Call to Order**
 - A. Roll Call
2. **Approval of Agenda**
3. **Consent Agenda**
4. **Public Hearing**
5. **Old Business**
6. **New Business**
 - A. Adopting the 2021 Proposed Budget and Establishing the Proposed Tax Levy Payable in 2021
7. **Adjournment**



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City Council

September 15, 2020 – Immediately
Following HRA meeting
Council Chambers
Golden Valley City Hall

REGULAR MEETING AGENDA

1. Call to Order

- A. Pledge of Allegiance
- B. Roll Call

Pages

2. Additions and Corrections to Agenda

3. Consent Agenda

Approval of Consent Agenda - All items listed under this heading are considered to be routine by the City Council and will be enacted by one motion. There will be no discussion of these items unless a Council Member so requests in which event the item will be removed from the general order of business and considered in its normal sequence on the agenda.

- A. Approval of Minutes:
 - 1. City Council Meeting – September 1, 2020
- B. Approval of City Check Register
- C. Licenses:
 - 1.
- D. Minutes of Boards and Commissions:
 - 1.
- E. Approval of Bids, Quotes and Contracts:
 - 1. Award Contract to [contractor] for 2020 Pond Maintenance Project
 - 2. Zane Ave N and Lindsay Street SEH Design Services Contract (SEH)
 - 3. Approve Professional Services to Update City's 5-Year MS4 Stormwater Permit
- F. Acceptance of Grants and Donations:
 - 1.
- G.

4. Public Hearing

- A. Public Hearing - Zoning Text Amendment - R-3 Densities [tentative]
- B. Public Hearing - Rezoning Properties to Comply with Comp Plan Land Uses (3) [Tentative]

5. Old Business

6. New Business

All Ordinances listed under this heading are eligible for public input.

- A. Consider Police Policies
- B. Adopting City 2021 Proposed Budget and Proposed Tax Levies Payable in 2021 Res. 20-



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- C. Adopting HRA 2021 Proposed Budget and Establishing the Proposed Tax Levies Payable in 2021 Res. 20-
- D. Review of Council Calendar
- E. Mayor and Council Communications
 - 1. Other Committee/Meeting updates

7. Adjournment

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City Council

REGULAR MEETING AGENDA

Wednesday, October 7, 2020 – 6:30 pm

Council Chambers
Golden Valley City Hall
7800 Golden Valley Road

1. Call to Order

- A. Pledge of Allegiance
- B. Roll Call

Pages

2. Additions and Corrections to Agenda

3. Consent Agenda

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 - 1. City Council Meeting – September 15, 2020
- B. Approval of City Check Register
- C. Licenses:
 - 1.
- D. Minutes of Boards and Commissions:
 - 1.
- E. Approval of Bids, Quotes and Contracts:
 - 1.
- F. Acceptance of Grants and Donations:
 - 1. Acceptance of Donation for Lawn Bowling Print for Brookview Golf Course Res. 20-
- G.

4. Public Hearing

- A.

5. Old Business

6. New Business

All Ordinances listed under this heading are eligible for public input.

- A. Review of Council Calendar
- B. Mayor and Council Communications
 - 1. Other Committee/Meeting updates

7. Adjournment



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City Council/Manager

October 13, 2020 – 6:30 pm
Council Conference Room
Golden Valley City Hall
7800 Golden Valley Road

REGULAR MEETING AGENDA

Pages

1. Master Fee Schedule Discussion
2. Council Review of Future Draft Agendas: City Council September 15, City Council October 7, Council/Manager October 13, City Council October 20, Wednesday, City Council November 4, Council/Manager November 10, 2020

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