

City Council/Manager

September 8, 2020 – Immediately following HRA Work Session

REGULAR MEETING AGENDA

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Council/Manager meetings have an informal, discussion-style format and are designed for the Council to obtain background information, consider policy alternatives, and provide general directions to staff. No formal actions are taken at these meetings. The public is invited to attend Council/Manager meetings and listen to the discussion; public participation is allowed by invitation of the City Council.



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EXECUTIVE SUMMARY

City Administration

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

Golden Valley Council/Manager Meeting September 8, 2020

Agenda Item

1. Creation of Planning Taskforce for New Police Commission

Prepared By

Tim Cruikshank, City Manager

Summary

At its July Council/Manager meeting, the City Council directed staff to begin the process of studying how the City might replace the existing Civil Service Commission with a new Police Commission. As part of this process, the Council and staff agreed that staff should seek comprehensive community input to help determine the authority and function of the new commission.

Staff proposes the City Council create a Task Force to help with the creation of the new Police Commission and proposes the following purpose, structure and recruiting process:

Task Force Purpose

The proposed purpose of the Task Force is:

1. To develop a recommendation regarding the name, membership composition, and duties of a new commission on policing; and
2. To draft a proposed mission statement and bylaws for the new Commission which defines its role.

The work of the Task Force would be presented to the Council and the public for consideration.

Task Force Purpose and Structure

Staff proposes the task force consist of 13 members from the following groups:

- Two members from the existing Police Civil Service Commission
- One member of the Human Rights Commission, chosen by the HRC
- One member of the Rising Tides Task Force, chosen by the Rising Tides Task Force
- Two Golden Valley Police Officers, one appointed by each of the two existing police unions
- One member of the Golden Valley Crime Prevention Fund, chosen by the members of the Crime Prevention Fund
- One youth member who lives in the City of Golden Valley selected by the Council
- One social service provider who serves the City of Golden Valley selected by the Council
- One person who works or owns a business in the City of Golden Valley selected by the Council

- One individual, preferably a resident of Golden Valley, with knowledge or experience of the defense side of the criminal justice system selected by the City Council (for example, a criminal defendant or criminal defense attorney)
- Two residents of Golden Valley selected by the City Council

Staff proposes the Task Force meet twice per month beginning mid-November and aim to complete its work by May, 2021. Council would have the ability to end the Task Force early or extend its work. Staff also proposes that the current Civil Service Commission Council Liaison, Councilmember Rosenquist, serve as the Task Force Chair and that the Chief of Police serve as the staff liaison.

Selection Process

The Police Civil Service Commission, Human Rights Commission, Rising TIDES Task Force, Crime Prevention Fund, and Police Unions would choose which of their members to appoint to the Police Commission Task Force. The remaining seats would be appointed by the City Council using an open application process with the goal of recruiting a diverse group of citizens who represent a variety of backgrounds, opinions, and experiences. If there are more applications received than spots available for any membership group (as defined in section II of the Resolution), the City would use the following criteria to select members:

- Demonstrated understanding of policing in Golden Valley.
- Demonstrated expertise in law enforcement.
- Demonstrated commitment to relationship building between community and law enforcement.
- One of the following lived experiences or identities: homelessness, mental health, substance abuse or arrest or conviction records, racial and ethnic diversity, member of the LGBTQIA+ community, religious affiliation, and non-citizen or naturalized citizen of the United States.
- The Council will also consider the following additional lived experiences and identities with the goal of appointing a diverse task force: age, gender, geographic residence, disability, socioeconomic status, and work experience.

Advertisement and Promotion

The opportunity to serve on the Task Force will be promoted in the following ways:

- CityNews
- City website and news feeds
- Social Media
- Televised City Council meetings
- Targeted outreach by phone, email, mail, and in-person meetings
- Announced at Board, Commission, and Task Force meetings and emailed to members

Financial or Budget Considerations

Staff time is required from several departments to develop and promote application materials, and to engage, recruit, and select Task Force members. Additionally, staff time will be required to support the work of the Task Force once it is constituted.

Recommended Action

Provide feedback to staff on proposed resolution establishing a Police Commission Task Force.

Supporting Documents

- Resolution Establishing a Police Commission Task Force (2 pages)

RESOLUTION NO. 20-___

**RESOLUTION ESTABLISHING A
POLICE COMMISSION TASK FORCE**

WHEREAS, the City Council of the City of Golden Valley directed staff to study replacing the City's Police Civil Service Commission with a new commission related to policing in the City; and

WHEREAS, the City Council and staff believe the process of creating a new commission will benefit from community input; and

WHEREAS, the City Council believes this advisory group should be a Task Force; and

WHEREAS, the City Council hereby desires to establish this Task Force and its mission, composition and responsibilities.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Golden Valley that the Police Commission Task Force is hereby established with the following mission, responsibilities, membership composition, meeting, and reporting requirements.

I. MISSION AND RESPONSIBILITIES

The Task Force shall act as an advisory body to the City Council regarding the replacement of the existing Police Civil Service Commission with a new commission on policing. The Task Force shall develop:

- A. A recommendation regarding the name, membership composition, and duties of a new commission on policing.
- B. A proposed mission statement for the new Commission which defines its role.
- C. Proposed bylaws for the new commission.

II. MEMBERSHIP

The Task Force shall have a maximum of 13 members and shall consist of:

- A. Two members from the existing Police Civil Service Commission
- B. One member of the Human Rights Commission, chosen by the HRC
- C. One member of the Rising Tides Task Force, chosen by the Rising Tides Task Force
- D. Two Golden Valley Police Officers, one appointed by each of the two existing police unions
- E. One member of the Golden Valley Crime Prevention Fund, chosen by the members of the Crime Prevention Fund
- F. One youth member who lives in the City of Golden Valley selected by the Council
- G. One social service provider who serves the City of Golden Valley (i.e. individual or organization working in the field of mental health, youth advocacy, substance abuse or homelessness) selected by the Council
- H. One person who works or owns a business in the City of Golden Valley selected by the Council

- I. One individual, preferably a resident of Golden Valley, with knowledge or experience of the defense side of the criminal justice system selected by the City Council (for example, a criminal defendant or criminal defense attorney)
- J. Two residents of Golden Valley selected by the City Council

If the City does not receive qualified applications from one of the above categories, the remaining spots may be filled with any resident of the City of Golden Valley.

III. MEETINGS AND TIMEFRAME

- A. The Task Force shall meet twice per month beginning the week of November 15, 2020.
- B. The Task Force shall automatically terminate on May 15, 2021, unless extended or earlier terminated by resolution of the Council.
- C. The Council Chair to the Task Force shall preside over all Task Force meetings.
- D. City Staff shall support the activities of the Task Force and provide it with requested information and advice.
- E. All meetings of the Task Force shall be open to the public and subject to the requirements of the Minnesota Open Meeting Law.

IV. REPORTING

- A. The Task Force shall keep attendance and minutes at each meeting.
- B. All input gathered and recommendations shall be reported back to the Council for Staff and Council consideration.

V. LIAISONS

- A. The Council Chair shall lead all Task Force meetings and shall be a non-voting member. The Council Chair to the Task Force shall be Gillian Rosenquist.
- B. The Staff liaison to the Task Force shall be the Chief of Police.

Adopted by the City Council of the Golden Valley, Minnesota this ____ day of _____, 2020.

Shepard M. Harris, Mayor

ATTEST:

Kristine A. Luedke, City Clerk



EXECUTIVE SUMMARY

City Administration

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

Golden Valley Council/Manager Meeting September 8, 2020

Agenda Item

2. Police Policies Discussion

Prepared By

Jason Sturgis, Chief of Police

Summary

The City regularly reviews policies to ensure compliance with state and federal laws and best practices. The police department presents its policies for review.

Financial or Budget Considerations

Not applicable

Supporting Documents

- Police Policies 2020 bit.ly/355iiJm
- Police Policy Table of Contents (16 pages)

SUMMARY OF POLICE POLICY MANUAL

Each of the policies in the Police Policy Manual are structured with described purpose followed by procedures and protocols.

CHAPTER 1: Patrol Operations				
POLICY NO.	POLICY TITLE	SYNOPSIS	DATE	AUTHORITY
G.P. 1.01	Push Bumpers	<ul style="list-style-type: none"> Allows officers to clear the roadway of a traffic hazard. Officers are expected to exercise good judgment to prevent damage and determine the necessity of pushing a vehicle. 	1987 2014	
G.P.1.02	Uniforms and Equipment	<ul style="list-style-type: none"> Provides guidance and prescribes duty attire and method of procurement and replacement. At all times in uniform required to wear: firearm, one extra magazine of ammunition, handcuffs, taser, and department approved tool to deliver intermediate level of force. 	1991 2004 2009 2014 2016 2018	
G.P. 1.03	Reimbursement of Essential Non-Uniform Items	<ul style="list-style-type: none"> If employee experiences damage or loss of the employee's own essential items (glasses, contact lenses, watches or knives), the City will reimburse up to \$500 per incident. 	1988 2009	
G.P. 1.04	Traffic Safety Vest/Rain Gear	<ul style="list-style-type: none"> Officers must wear a traffic vest or florescent rain coat while conducting traffic control. 	1987 2009	
G.P. 1.05	Impounded Motor Vehicle	<ul style="list-style-type: none"> Purpose to establish policy for when to impound a vehicle, the process for impound, and process for release. 	1987 2009	City Code § § 26-52 to 26-75
G.P. 1.06	Junk Car Enforcement	<ul style="list-style-type: none"> Policy enforcing City ordinance. 	1988 2009	City Code § § 26-52 to 26-75
G.P. 1.07	Voiding Traffic Citations	<ul style="list-style-type: none"> Procedure for officers to void a citation, typically for reason of duplicate violation on same day; or ticket writer malfunction, or false information recorded. 	1987 2014	
G.P. 1.08	Radar Usage Policy	<ul style="list-style-type: none"> Provides universal guidelines for use, maintenance and calibration of speed measuring devices used by the GVPD. 	2003 2014	
G.P. 1.09	School Bus Stop Arm Violations	<ul style="list-style-type: none"> To outline a procedure for investigation of school bus stop arm violations. 	1992 2009	Minn. Stat. § 169.444

SUMMARY OF POLICE POLICY MANUAL

CHAPTER 1: Patrol Operations				
POLICY NO.	POLICY TITLE	SYNOPSIS	DATE	AUTHORITY
G.P. 1.10	Snow Emergency Parking Violations	<ul style="list-style-type: none"> To minimize snow removal costs for the City while insuring reasonable treatment of citizens. To standardize enforcement and towing actions of officers. To reduce public safety hazards associated with "snowbirds". To economize the use of enforcement resources. 	1987 2005 2009	City Code § 9.07
G.P. 1.11	Criminal Conduct on School Buses	<ul style="list-style-type: none"> Our department promotes cooperation with the schools, parents, and transportation providers in adopting a written policy for responding to criminal incidents on school buses as required by Minnesota statutes and to help ensure the safe transportation of students to and from school. 	1995	Minn. Stat. § 169.4581
G.P. 1.12	Procedures When Leaving the Squad	<ul style="list-style-type: none"> This policy is intended to ensure that patrol officers out of their cars remain in contact with dispatch and other officers. 	1987 2009	
G.P. 1.13	Roll Call	<ul style="list-style-type: none"> Establishes guidelines for roll call, car assignments, and pre-shift squad inspections. 	1987 2009	
G.P. 1.14	Police Officer Operation of Department	<ul style="list-style-type: none"> To outline department policy for operation of law enforcement vehicles without lights. 	1991 2009	Minn. Stat. § 169.541
G.P. 1.15	Warrant Checks and Arrests	<ul style="list-style-type: none"> Precautions must be taken when restricting the freedom of movement of a subject under his/her control. This is particularly true when warrant information dictates an on-scene arrest. The purpose of this policy is to reduce the likelihood of assault on officers. 	1987 2009	
G.P. 1.16	Mutual Aid Requests and Responses	<ul style="list-style-type: none"> To assist Departments by allowing resources of one police agency to be utilized by another police agency in circumstances that call for additional resources. 	1987	
G.P. 1.17	Detaining Suspects Wanted by Other Police Agencies	<ul style="list-style-type: none"> Policy for requests by other agencies to stop individuals based on probable cause of other agency. 	1987	

SUMMARY OF POLICE POLICY MANUAL

CHAPTER 1: Patrol Operations				
POLICY NO.	POLICY TITLE	SYNOPSIS	DATE	AUTHORITY
G.P. 1.18	Motor Vehicle Pursuit Policy	<ul style="list-style-type: none"> Establish roles and responsibilities of officers, dispatchers and supervisors involved in a motor vehicle pursuit. 	2000 2008 2019	Minn. Stat. § 626.8458, subd. 2 Minn. Admin. R. 6700.2700 to 6700.2704
G.P. 1.19	Emergency Operation of Police Vehicle	<ul style="list-style-type: none"> *Overview of emergency vehicle operation procedures, including intersections, speed limitations, etc. 	1988	
G.P. 1.20	Fire Scene Responsibilities	<ul style="list-style-type: none"> On duty response will dictate in most instances that the police arrive first on the scene. The primary responsibility is life-saving, first aid and protection of property until relieved by the Fire Department. 	1987 2008	
G.P. 1.21	Response to Reports of Missing Children and Endangered Persons	<ul style="list-style-type: none"> There is a critical need for immediate and consistent response to reports of missing and endangered children. Initial Response, Initial Investigation, Investigation, Prolonged Investigation, Recovery/Case Closure. 	1995 2014	Minn. Stat. § § 299C.51 to 299C.5655; 390.258 626.8454
G.P. 1.22	Use of Handcuffs and Transportation of Prisoners	<ul style="list-style-type: none"> For the safety of the prisoner and to reduce the possibility of a prisoner escaping. For the safety of the police officer. 	1987 1999 2009 2014	
G.P. 1.23	Booking and Detention Policy	<ul style="list-style-type: none"> To establish rules and regulations in accordance with applicable State Laws and Department of Corrections rules regarding the booking and confinement of prisoners. The Golden Valley Police Department holding facility shall be a Class III facility used to confine prisoners for no more than 16 hours. 	1995 1999 2002 2005 2009 2011 2014 2016 2017	
G.P. 1.24	Debriefing Sessions Felony Arrests and Unusual Misdemeanor Arrests	<ul style="list-style-type: none"> The purpose of the debriefing session is not to second guess Officer's decisions. It is an opportunity for all of us to learn from our accomplishments and mistakes. Hopefully a constructive examination of our procedures will lead us to improve performance when we are involved in future felony arrests and unusual misdemeanor arrests. 	1987 2014	
G.P. 1.25	Completion of Daily Patrol Log and Squad Check	<ul style="list-style-type: none"> To outline guidelines for completion of officer daily patrol logs and for officers conducting their squad check prior to beginning patrol. 	1997 2014	

SUMMARY OF POLICE POLICY MANUAL

CHAPTER 1: Patrol Operations				
POLICY NO.	POLICY TITLE	SYNOPSIS	DATE	AUTHORITY
G.P. 1.26	Traffic Accident Investigation	<ul style="list-style-type: none"> Establishes responsibilities for investigation of traffic accidents. 	2001 2009 2014	
G.P. 1.27	Use of Digital Audio/Video Recording Equipment in Police Vehicles & Booking/ Interview	<ul style="list-style-type: none"> The purpose of this policy is to establish guidelines and procedures for the installation, operation, and use of police vehicle installed digital audio/video recording (DVR) equipment and to establish a retention schedule and classification of DVR evidence. The primary use of DVR equipment in police vehicles is for the collection of evidence to be used in the prosecution of those who violate the law and provide objective evidence of police and subject actions during police operations. The DVR system may also be used as a training tool for officer safety and best practices in the Golden Valley Police Department. DVR equipment will be installed within the trunk of the patrol vehicles in accordance with the manufacturer's recommendations and will be installed so as to not present a safety hazard Operators will ensure that the camera's view is not restricted. 	2008 2013 2014 2019	
G.P. 1.28	Body Worn Camera Policy	<ul style="list-style-type: none"> The primary purpose of using body-worn-cameras (BWCs) is to capture evidence arising from police-citizen encounters. This policy sets forth guidelines governing the use of BWCs and administering the data that is generated. Compliance with these guidelines is mandatory, but it is recognized that officers must also attend to other primary duties and the safety of all concerned, sometimes in circumstances that are tense, uncertain, and rapidly evolving. 	2018 2019	Minn. Stat. § 13.825
G.P. 1.29	Wintertime Callout Procedures	<ul style="list-style-type: none"> Details the procedures followed by the Street Division and the Police Department during the snow season. 	1993 2008 2014	

SUMMARY OF POLICE POLICY MANUAL

CHAPTER 1: Patrol Operations				
POLICY NO.	POLICY TITLE	SYNOPSIS	DATE	AUTHORITY
G.P. 1.30	Juvenile Contacts	<ul style="list-style-type: none"> • Establish guidelines for the following offenses: Juvenile Warnings, traffic citations, status offenses, arrests. 	1994 1996 2008 2014	
G.P. 1.31	Public Safety to Wirth Park	<ul style="list-style-type: none"> • MOU between Minneapolis PD, Golden Valley Public Safety (PD&FD), Minneapolis Fire, Minneapolis Park and Recreation Board PD. • The MOU includes: <ul style="list-style-type: none"> ○ Responsibilities for service; ○ Investigation guidelines; and ○ Enforcement. 	1997	
G.P. 1.32	Smoke-Free Environment Ordinance Enforcement Procedures	<ul style="list-style-type: none"> • The ordinance places the burden of maintaining a smoke-free environment on the proprietor or other person in charge of the premise. 	2005	City Code § 10-67
G.P. 1.33	Automatic License Plate Reader	<ul style="list-style-type: none"> • This procedure shall be applicable to the squad(s) equipped with the Automatic License Plate Reader (ALPR) system and is intended to provide guidance on the use of the ALPR and the data collected by this system. • The ALPR is a computer based system that uses cameras to capture license plate numbers and run those numbers through the computer's database to look for wanted vehicles. • The database is routinely updated from the Minnesota BCA. In addition to the procedures below, this policy incorporates the requirements of Minn. Stat. § 13.824. 	2014 2015 2016 2017	Minn. Stat. § 13.824
G.P. 1.34	Unmanned Arial Systems	<ul style="list-style-type: none"> • To establish guidelines for the use of Unmanned Arial Systems (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS. 	2019 2020	Minn. Stat. § 626.19

SUMMARY OF POLICE POLICY MANUAL

CHAPTER 2: Investigations				
POLICY NO.	POLICY TITLE	SYNOPSIS	DATE	AUTHORITY
G.P. 2.01	Impounded Property	<ul style="list-style-type: none"> To establish guidelines and procedure for property seized has evidence, found, or turned into the department, to ensure proper chain of custody. 	1987 2009 2011 2014 2018	
G.P. 2.02	Fire Investigation	<ul style="list-style-type: none"> To provide immediate and ongoing technically current investigation of fires which occur within the City of Golden Valley. To provide investigative cooperation and teamwork between Fire and Police personnel. To assign responsibility for the various aspects of fire related investigations, particularly in arson situations. 	1982 2009 2014	
G.P. 2.03	Fire Rescue Squad Operations	<ul style="list-style-type: none"> To establish guidelines and procedures for requesting and working with fire rescue squad. 	1987 2008	
G.P. 2.04	Child Abuse and Neglect	<ul style="list-style-type: none"> To establish guidelines and procedure for working with Child Protection; reporting suspected abuse/neglect, and notification protocols if children are taken into protective custody. 	1987 2014	Minn. Stat. § 626.556
G.P. 2.05	Auto Theft Investigations	<ul style="list-style-type: none"> To establish guidelines and procedures for investigating auto thefts, a part 1 crime. 	1987 2009 2014	
G.P. 2.06	Investigation of Worthless Checks	<ul style="list-style-type: none"> To establish guidelines and procedures for investigating worthless check cases. Also, outlines requirements for businesses. 	1994 2004	
G.P. 2.07	Evidence Photos	<ul style="list-style-type: none"> To establish guidelines and procedures for processing of evidence photos and accompanying lab reports. 	1987 2009 2014	
G.P. 2.08	Reporting and Investigation of Gas Drive-Offs	<ul style="list-style-type: none"> To establish guidelines and procedures for investigating gasoline drive-offs. 	1999 2002	
G.P. 2.09	Response to Crimes Motivated by Bias/Hate	<ul style="list-style-type: none"> To establish guidelines and responsibilities for the reporting of violations of Minnesota State Statutes, Chapter 609 or criminal violations of local ordinances if the officer has reason to believe, or if the victim alleges, that the offender was motivated to commit the act by the victim's race, religion, national origin, sex, age, disability, or characteristics identified as sexual orientation. 	2008	Minn. Stat. § § 626.8451; 626.5531

SUMMARY OF POLICE POLICY MANUAL

CHAPTER 2: Investigations				
POLICY NO.	POLICY TITLE	SYNOPSIS	DATE	AUTHORITY
G.P. 2.10	Prohibited Possession of Firearms-DV & Restraining Order	<ul style="list-style-type: none"> To establish guidelines and procedures to officers on proper enforcement of laws that prohibits certain persons subject to domestic violence restraining orders from possessing weapons and requiring persons convicted of domestic violence offenses to surrender their firearms while they are prohibited from possessing firearms. 	2015	Minn. Stat. § § 260C.201; 518B.01; 609.2242; 609.749; 624.713
G.P. 2.11	Sexual Assault Investigations	<ul style="list-style-type: none"> To provide employees with guidelines for responding to reports of sexual assault. To afford maximum protection and support to victims of sexual assault or abuse through a coordinated program of law enforcement and available victim services with an emphasis on a victim centered approach; To reaffirm peace officers' authority and responsibility to conducting thorough preliminary and follow up investigations and to make arrest decisions in accordance with established probable cause standards; To increase the opportunity for prosecution and victim services. 	2019	Minn. Stat. § 626.8442

SUMMARY OF POLICE POLICY MANUAL

CHAPTER 4: Administrative Policies				
POLICY NO.	POLICY TITLE	SYNOPSIS	DATE	AUTHORITY
G.P. 4.02	Use of City Vehicles	<ul style="list-style-type: none"> • City vehicles are not considered as personal vehicles for the exclusive use of an employee but rather as a means of meeting departmental or functional transportation needs. • City has an obligation to furnish transportation where necessary on City business or to reimburse the employee by mileage payment or car allowance where the employee uses their own vehicle for City business. 	1987 2009 2014	
G.P. 4.03	Accidents Involving Department Vehicles	<ul style="list-style-type: none"> • Policy to establish a uniform procedure for reporting departmental vehicle accidents. 	1987	
G.P. 4.04	Use of Police Range	<ul style="list-style-type: none"> • Establishes procedures controlling the use of the GVPD firing range by non-sworn personnel. 	1993 2014 2017	
G.P. 4.05	Injured on Duty Claims	<ul style="list-style-type: none"> • Standardized procedure to expeditiously report and process injured on duty claims. 	1988 2009	
G.P. 4.06	Police Officer Duties and Powers	<ul style="list-style-type: none"> • Clarify police officer powers and duties according to Minnesota laws. 	1987 2009	Minn. Stat. § 626.845
G.P. 4.07	Drug and Alcohol Testing	<ul style="list-style-type: none"> • Describes the procedures in regard to drug and alcohol testing for employees and job applicants. This includes: <ul style="list-style-type: none"> ○ Employee consent to testing, ○ Procedure for testing, and ○ Actions post testing. 	1990	
G.P. 4.08	Special Assignment Selection Process	<ul style="list-style-type: none"> • Standardized process of selecting officers for specialty assignments to ensure the most qualified person is chosen. 	1994 2014	
G.P. 4.09	Bloodborne Pathogen Exposure	<ul style="list-style-type: none"> • Develop a plan to be in compliance with OSHA's Bloodborne Pathogen Standards. • Standard Personal Protective Equipment. • Training to develop exposure determinations & methods of compliance. 	1992 2004 2008 2014	
G.P. 4.10	Managing Personnel Files	<ul style="list-style-type: none"> • Outlines procedure for maintaining consistent and accurate files for all employees. 	1994	Minn. Stat. § MN 181.96
G.P. 4.11	Purchasing Policy	<ul style="list-style-type: none"> • To ensure State Laws, City Ordinances, and City Policies are adhered to in the expenditure of funds. 	1988	

SUMMARY OF POLICE POLICY MANUAL

CHAPTER 4: Administrative Policies				
POLICY NO.	POLICY TITLE	SYNOPSIS	DATE	AUTHORITY
G.P. 4.12	Referral of Formal Complaints to City Attorney	<ul style="list-style-type: none"> The purpose of this order is to establish departmental procedures for the direct referral of complaints to the City Attorney's Office. 	1987	
G.P. 4.13	Animal Impound/Release	<ul style="list-style-type: none"> Procedure for impounding and releasing animals found at large, or deceased. Establishes monitoring/cleaning duties of the Impound facility for CSOs. 	1992 2009	City Code § 6-24
G.P. 4.14	Officer in Charge Assignment	<ul style="list-style-type: none"> Policy outlining duties and responsibilities of the officer who is assigned as the officer in charge (OIC) of a patrol shift. 	2000 2009	
G.P. 4.15	Public Safety Department Fitness Facility	<ul style="list-style-type: none"> To provide guidelines for the use of the fitness room in the lower level of the Public Safety Building for employees of the police and fire departments. 	2007	
G.P. 4.16	Property Seized for Administrative Forfeiture	<ul style="list-style-type: none"> Establish guidance for all officers, City employees, and task force officers to follow state and federal law pertaining to property seized for forfeiture. 	2007	Minn. Stat. § 609.531
G.P. 4.17	Classroom Discrimination	<ul style="list-style-type: none"> Establishes procedures for investigating allegations of discrimination occurring during departmental training. 	2018	

SUMMARY OF POLICE POLICY MANUAL

CHAPTER 5: Tactical Operations				
POLICY NO.	POLICY TITLE	SYNOPSIS	DATE	AUTHORITY
G.P. 5.01	Bombs/Bomb Threats	<ul style="list-style-type: none"> To provide guidance and best practices for response to a bomb threat or a suspected explosive device. 	1987 2009 2014	
G.P. 5.02	Hostage Situations	<ul style="list-style-type: none"> To provide guidance on patrol level response to hostage situations. The highest priority is the safety of the hostage; capture of the suspect is secondary. 	1987 2009	
G.P. 5.03	High Risk Arrest and Search Warrant Procedure	<ul style="list-style-type: none"> Provides criteria for evaluating the risk level of planned warrants and arrests. Those determined to be high risk due to a high likelihood/history of violence by subjects likely to be present will be carried out by SWAT. 	1988 2008 2014	
G.P. 5.04	S.W.A.T. Team	<ul style="list-style-type: none"> Rules and guidelines for SWAT Team deployment, as well as team training, and team member selection. 	1987 2008	
G.P. 5.05	NFDD Deployment	<ul style="list-style-type: none"> Requirements and guidelines for the use of Noise Flash Diversionary Devices (flashbangs). 	1991 2008	

SUMMARY OF POLICE POLICY MANUAL

CHAPTER 6: Community Services				
POLICY NO.	POLICY TITLE	SYNOPSIS	DATE	AUTHORITY
G.P. 6.02	Ridealong Program	<ul style="list-style-type: none"> Guidelines for approving ridealongs. 	1987	
G.P. 6.03	Permit to Carry a Handgun / Transferee Permit / Reports of Transfer	<ul style="list-style-type: none"> The State Legislature has assigned by law the duty of investigation and decision on issuance of handgun permits to the Chief Law Enforcement Officer or County Sheriff. 	1994 1999 2003 2014	Minn. Stat. § 624.714
G.P. 6.04	Alcoholic Beverages – Licensing & Regulations	<ul style="list-style-type: none"> To establish consistent investigation procedures and to identify responsibility for the processing of liquor license applications. To establish consistent procedures for the investigation and disposition of violations of state and local laws occurring on the premises of the liquor licensees. 	1988 2000	
G.P. 6.05	Block Parties and Street Closings	<ul style="list-style-type: none"> Establishes procedure for individuals requesting the closure of a city street for block parties or other gatherings to ensure resident safety and conformance with City Code. 	1987	
G.P. 6.06	Permit to Use Explosives	<ul style="list-style-type: none"> To comply with Minn. Stat. § 299F.74 “Permit Required” and § 299F.75 “Permit Application.” 	1987 2008	Minn. Stat. § § 229F.74; 299F.75
G.P. 6.07	Labor Management Disputes	<ul style="list-style-type: none"> Negotiation and collective bargaining are legally recognized methods of settling labor disputes. In such disputes, it is not the function of the Department to deal with the issues involved; rather, it is the role of the Department to protect rights by enforcing the law and by maintaining order. 	1987	
G.P. 6.08	Tornado and Severe Weather	<ul style="list-style-type: none"> Outlines actions for officers to take in preparation of a severe weather event. Defines shelter areas within the Public Safety Building. 	1992 2009	
G.P. 6.09	Procedure for Disconnecting Malfunctioning Outdoor Warning Sirens	<ul style="list-style-type: none"> Protocol for the unusual circumstance that the warning siren activates due to electronic or mechanical malfunction. 	1988 2009	

SUMMARY OF POLICE POLICY MANUAL

CHAPTER 6: Community Services				
POLICY NO.	POLICY TITLE	SYNOPSIS	DATE	AUTHORITY
G.P. 6.10	Domestic Abuse Response and Arrest	<ul style="list-style-type: none"> To protect victims of domestic abuse. Make arrests when authorized. Ensure officers understand laws governing domestic abuse. Ensure officers are aware of resources and are able to provide information on resources to domestic abuse victims. 	2004 2009 2011 2014 2014	Minn. Stat. § 629.342
G.P. 6.11	Predatory Offender Registration and Community Notification	<ul style="list-style-type: none"> Our agency will disseminate information based on the risk level assigned by the department of corrections & MN State Statute. 	1997 2011	Minn. Stat. § § 243.166; 243.167

SUMMARY OF POLICE POLICY MANUAL

CHAPTER 7: Records & Data Management				
POLICY NO.	POLICY TITLE	• SYNOPSIS	DATE	AUTHORITY
G.P. 7.02	CJDN (and Related Systems) Information	<ul style="list-style-type: none"> To establish who has access to the system's information. Information on inquiry retention and audit. Misuse of the CJDN 	1987 2009	MN BCA
G.P. 7.03	Motor Vehicle Registration and Driver's License Information to Public	<ul style="list-style-type: none"> To establish policy and procedures for disseminating motor vehicle registration and driver's license information to the public. 	1987 2009	MN Dept. of Public Safety
G.P. 7.04	Managing Hot Files	<ul style="list-style-type: none"> To establish a procedure for the accurate and timely entry of missing persons and stolen property into the Minnesota Criminal Justice Information System (CJIS) and National Crime Information Center (NCIC). To establish a procedure for the on-going accuracy and completeness of entries into CJIS and NCIC. 	1993 2009	NCIC Operating Manual
G.P. 7.05	2-Finger Rapid Identification Use Policy	<ul style="list-style-type: none"> To establish guidelines for the use of 2-Finger Rapid Identification (2-FRI) devices used to capture fingerprints to access the State's 2-Finger Rapid Identification System. 	2005	MN Department of Public Safety
G.P. 7.06	Missing Person	<ul style="list-style-type: none"> To establish procedure for entering missing persons into the NCIC system. 	2011	Minn. Stat. §§ 299C.51 to 299C.5655; 390.25; 626.8454
G.P. 7.07	Hit Confirmation Policy	<ul style="list-style-type: none"> A Hit is a positive response from MNJIS and/or NCIC in which the person or property inquired about appears to match the person or property contained in the response. Queried subject appears to match the record subject. NCIC policy requires an agency receiving a hit on another agency's MNJIS/NCIC record to contact the entering agency to confirm that the record is accurate and up to date. 	2011	
G.P. 7.08	Validation Policy	<ul style="list-style-type: none"> Establishes procedure for validating hot file records entered into NCIC to ensure records are accurate and current, and removal of records that are no longer valid. 	2011	NCIC Operating Manual Sec 3.4

SUMMARY OF POLICE POLICY MANUAL

CHAPTER 7: Records & Data Management				
POLICY NO.	POLICY TITLE	SYNOPSIS	DATE	AUTHORITY
G.P. 7.09	Supporting Documentation for Identity Theft	<ul style="list-style-type: none"> To establish procedure for making an identity theft Entry into NCIC, including required documents. 	2011	
G.P. 7.10	Supporting Documentation for Property Hot File Records	<ul style="list-style-type: none"> Required documentation for entering a stolen or felony vehicle into MNJIS/NCIC. Required documentation for entering stolen guns, articles, boats and securities into MNJIS/NCIC. 	2011	
G.P. 7.11	Comprehensive Incident Based Reporting System	<ul style="list-style-type: none"> The purpose of the CIBRS policy is to comply with MSS 299C.40 as well as rules and policies prescribed by the Minnesota Department of Public Safety, Bureau of Criminal Apprehensions, regarding the access and the use of the CIBRS database system. 	2014	Minn. Stat. § 299C.40

SUMMARY OF POLICE POLICY MANUAL

CHAPTER 8: Department Standards				
POLICY NO.	POLICY TITLE	SYNOPSIS	DATE	AUTHORITY
G.P. 8.02	Off Duty Employment	<ul style="list-style-type: none"> • The intent of this police is to establish procedures and guidelines that regulate the off duty employment of department personnel by outside employers. Off duty employment is defined as work done by police department employees for others for money. 	1987 2000	
G.P. 8.03	Field Training Program	<ul style="list-style-type: none"> • Procedures and duties of the field training program. Including: <ul style="list-style-type: none"> ○ Selection of training officers, and ○ Training manual. 	1988 2009	
G.P. 8.04	Officer Performance Evaluation System	<ul style="list-style-type: none"> • A standard procedure for providing officers with an assessment of individual job performance. • 	2006 2014	
G.P. 8.05	Department Awards	<ul style="list-style-type: none"> • Establish procedures for recommendation, selection, and level of awards. • Definition of awards. 	1997 2005 2016 2017	
G.P. 8.06	Court Appearance Notification	<ul style="list-style-type: none"> • The intent of this policy is to fix responsibility for communication of court appearance notification or subpoenas. The staff member receiving the notices has an obligation to notify the individual to whom such notification is directed. The officer or employee, to whom notification is directed, is responsible for checking all the various sources of this communication and providing a contact number for notification by an attorney's office. 	1995 2009 2014	
G.P. 8.07	Complaints Against Employees	<ul style="list-style-type: none"> • Departmental procedures for the initiation of, and investigation into allegations of misconduct against a member(s) of the GVPD. 	1987	
G.P. 8.08	Insurance Interviews	<ul style="list-style-type: none"> • Policy establishing a consistent procedure for insurance interviews. 	1988 2018	
G.P. 8.09	Use of Force and Firearms Policy	<ul style="list-style-type: none"> • Governs the use of force by GVPD officers, in accordance with appropriate statute and case law. • Provides equipment requirements for intermediate weapons and firearms. • Use of force training and recordkeeping requirements. 	1992 2005 2014 2016 2020	Minn. Stat. § § 626.8452; 609.06; 609.065; 609.066; 629.32; 629.33

SUMMARY OF POLICE POLICY MANUAL

CHAPTER 8: Department Standards				
POLICY NO.	POLICY TITLE	SYNOPSIS	DATE	AUTHORITY
G.P. 8.10	Exemptions for No Parking Sign Enforcement	<ul style="list-style-type: none"> • Procedure for requests to temporarily suspend enforcement of certain “No Parking” signs within the City. 	1987	
G.P. 8.11	Less Lethal Extended Range Impact Devices	<ul style="list-style-type: none"> • Governs the use of, and training with, less-lethal projectiles. 	2000 2008	Minn. Stat. § 609.066; 629.33
G.P. 8.12	Critical Incident Protocol	<ul style="list-style-type: none"> • Supervisor guidelines for critical incident scenes. • Officer guidelines for critical incident scenes. • Administrative leave for critical incidents. 	2001	
G.P. 8.13	Impartial Policing Policy	<ul style="list-style-type: none"> • Reaffirm the department’s commitment to impartial and unbiased policing. • Reinforce to the public that our enforcement and procedures are applied in a fair and equitable manner to all. 	2001 2008 2017	Minn. Stat. § 626.8471, subd. 4
G.P. 8.14	Personal Grooming Policy	<ul style="list-style-type: none"> • The purpose of this policy is to establish personal grooming standards for department employees so that they present a competent, professional, well-groomed appearance as a department representative. 	2005	
G.P. 8.15	Body Armor	<ul style="list-style-type: none"> • Outlines requirements for consistent use of soft body armor to maximize officer safety. • Uniformed personnel shall wear body armor while performing field duties. • Non-uniformed personnel shall wear body armor while serving warrants. 	2011	



EXECUTIVE SUMMARY

Administrative Services

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

Golden Valley Council/Manager Meeting September 8, 2020

Agenda Item

3. Proposed Budgets and Capital Improvement Program

- a. 2021-2022 Proposed Other Funds & 2021-2030 Capital Improvement Program
- b. 2021-2022 Proposed General Fund Budget & Preliminary Levy

Prepared By

Sue Virnig, Finance Director

Summary

Staff will give a presentation on the 2021-2022 Proposed Biennial Budget and 2021-2030 Capital Improvement Program. On September 15, Council will have to approve a total proposed levy and budget. This amount will be used for the Proposed 2021 Tax Statement that is sent out Mid-November to all parcels.

Staff will also present a CARES funding report.

Financial Or Budget Considerations

Discussion will be held and brought forth again on September 15 for a final proposed tax levy and impact on the median home.

Supporting Documents

- 2021-2022 Proposed Other Funds Budget (12 pages)
- 2021-2022 Proposed General Fund/HRA Budget (22 pages)
- 2021-2022 Proposed Biennial Budget <http://weblink.ci.golden-valley.mn.us/WebLink/Browse.aspx?id=859016&dbid=0&repo=GoldenValley>
- 2021-2030 Proposed Capital Improvement <http://weblink.ci.golden-valley.mn.us/WebLink/Browse.aspx?id=859294&dbid=0&repo=GoldenValley>

2021-2022 Other Funds & 2021-2030 Capital Improvement Program

Council Manager Meeting

September 8, 2020

2020 Schedule

- ▶ August 31-September 4 (Other Funds and CIP)
 - ▶ Review with each council member individually
- ▶ **September 8**
 - ▶ Review all other funds budgets (Enterprise, Special Revenue, Internal Service Funds)
 - ▶ Review 2020-2029 Capital Improvement Program
 - ▶ Proposed General Fund Budget and Proposed Tax Levy
- ▶ **September 15**
 - ▶ Approve Proposed Budgets and Proposed Tax levy
- ▶ **December 1**
 - ▶ Adopt Budgets and Tax levy

Other Funds & CIP

- ▶ Enterprise Funds (User Fees)
 - ▶ Water & Sewer Utility & CIP
 - ▶ Conservation/Recycling
 - ▶ Storm Water Utility & CIP
 - ▶ Brookview Golf Course & CIP
 - ▶ Motor Vehicle Licensing (DMV)
- ▶ Special Revenue (Designated Revenue Source)
 - ▶ Human Services
 - ▶ Brookview-Facility
 - ▶ DWI Enforcement
 - ▶ Violent Offenders Task Force (VOTF)
 - ▶ Lodging Tax Revenue
 - ▶ Noah Joynes Youth Recreation

Other Funds & CIP (cont.)

- ▶ Internal Service (Service Fees charged)
 - ▶ Vehicle Maintenance
- ▶ CIP Only
 - ▶ Vehicles & Equipment CIP
 - ▶ Parks CIP
 - ▶ Buildings CIP
 - ▶ Streets CIP

Water and Sewer Utility Fund & CIP

▶ Revenues

▶ Rate Increase

▶ Operations

▶ Infrastructure Renewal Program (Start in 2025 for W & S only)

▶ Minneapolis water increases (updated cost of service model for 2020, 2021, 2022)

▶ est. 3.0% increase

▶ MCES budget increased 6.06% with a 2% on our wastewater charge

Water and Sanitary Sewer

- ▶ Projects coincide with the Pavement Management Plan (2021-2024) for most of the water and sanitary sewer replacements and/or maintenance. (\$1,300,000 per year)
 - ▶ 2021 1.27 miles \$1,300,000 per year
 - ▶ 2022 1.33 miles
- ▶ Mill and Overlay -\$150,000 - coincide with overall overlay program in 2021-22
- ▶ I394 Inflow/Infiltration Project - 2021 -\$250,000 (EOY)
- ▶ IRP (2025-2030) \$2,600,000
 - ▶ Will need to increase Franchise Fees in 2025

Storm Water Utility

▶ Revenues

- ▶ Rates will increase \$1 per quarter in 2021 for residential properties; \$1 per month for commercial

▶ Expenditures

- ▶ Storm Water Improvements coincide with PMP \$750,000; 2022-\$1,250,000
- ▶ Decola Ponds SEA School (BCWMO) (SS-40) three years \$3,010,000
- ▶ Inspect and Maintain Large Diameter Storm Sewers - \$300,000
- ▶ Flood Mitigation Program-Homeowners Incentive Program -\$250,000/year

Conservation/Recycling

▶ Revenues

- ▶ Hennepin County Grant decrease
- ▶ Recycling fees will increase by \$1 per quarter to cover future contract services.

▶ Expenditures

- ▶ Contractual Service with Republic was extended in 2018 until 2021
- ▶ The Organics program will be evaluated this fall. Early estimates show that the quarterly fee will double for curbside pickup.

Sample Average Residential Utility Account

Starts April 1	2020	2021
Water (8,000)	66.05	68.25
Emer Water Supply	2.40	2.40
Sewer	79.11	83.07
ST OF MN	2.43	2.43
Recycling	16.00	17.00
Street Light	8.56	8.82
Storm Utility	25.00	26.00
TOTAL	199.55	207.97

How CIVIL INFRASTRUCTURE could be funded (gradually introduced)

- ▶ Street Overlay Assessments: \$2,500 per residential property
- ✓ Franchise Fee Increase: \$8 per month - residential (2025) (currently at \$6)
- ▶ Water Rate Increase: 15%
- ▶ Sanitary Rate Increase: 10%
- ▶ Storm Rate Increase: 10%
- ✓ City WAC \$2,500 per unit (currently at \$1,700)
- ✓ City SAC \$1,500 per unit (currently at \$650)
- ✓ Park Dedication Increase 2%

- ✓ Starting late fall/early springtime staff will update this program. The starting date is 2025 with Water/Sewer Improvements and Overlays in 2026.

Brookview Golf Course

- ▶ Revenues (BV-61)
 - ▶ All revenues come from the activities held on course
 - ▶ Golfing
 - ▶ Three-One-Six
 - ▶ Cart Rental
 - ▶ Par 3
 - ▶ Driving Range
 - ▶ Lawn Bowling/Curling
 - ▶ Pro Shop Sales
 - ▶ COVID-19 expected \$150,000 loss

Brookview Golf Course

▶ Expenditures

- ▶ Equipment \$100,000/year
- ▶ Golf Course Infrastructure \$50,000 per year; \$170,000-2023 (Bridge)
- ▶ Golf Carts (2026) \$324,000
- ▶ Irrigation System (2022) \$1,800,000 (20 years @1%)

▶ Transfers

- ▶ Overhead \$85,000
- ▶ Rent \$127,200

Motor Vehicle Licensing

- ▶ Revenues
 - ▶ Registration Fees /Title Transfers (COVID- down \$50,000)
 - ▶ Limited Licenses
- ▶ Expenditures
 - ▶ No new items
- ▶ Transfers to General Fund
 - ▶ Overhead \$30,000
 - ▶ Permanent \$30,000
 - ▶ Rent \$22,000
- ▶ MNDRIIVE - November 11-13 conversion (offices closed) - Go live November 16

Human Services Commission

- ▶ Revenues
 - ▶ Lawful Gambling Proceeds
 - ▶ Fund Raising Events
 - ▶ COVID-19 loss \$41,130

- ▶ Expenditures
 - ▶ In 2020, if we allocated 150% of fund balance (net assets)
 - ▶ 2020 \$142,100
 - ▶ 2021 \$43,600

- ▶ Net Assets (est) - 2020 \$90,409
- ▶ Net Assets (est) - 2021 \$65,959

Brookview (Facility)

- ▶ Operations of the center to account for the indoor playground with party rooms, a banquet facility and other meeting rooms for rent
- ▶ Revenues
 - ▶ Indoor Play Area Fees, Banquet Facility Area Fees and Room Rentals
 - ▶ COVID-19 reduced revenues in 2020 by \$302,000
- ▶ Expenditures
 - ▶ Custodian, .5 Banquet Facility Manager, part time employees, supplies and services
- ▶ No overhead transferred to the General Fund
- ▶ Net Assets 2021 \$225,666
- ▶ Net Assets 2022 \$176,881

DWI Enforcement

- ▶ Revenues

- ▶ MS 169A.63 Subd.10- Allows for collection of revenues from DWI forfeitures

- ▶ Expenditures

- ▶ Allows for DWI expenses such as DWI classes, supplies, etc.

- ▶ Net Assets

- ▶ 2020 - \$32,229
 - ▶ 2021 - \$39,669

Violent Offenders Task Force

- ▶ Revenues
 - ▶ Hennepin County remits monies to the cities that assign officers to the task force
- ▶ Expenditures
 - ▶ Dependent on forfeitures
- ▶ Net Assets
 - ▶ 2021 - \$76,675
 - ▶ 2022 - \$72,675

Lodging Tax

▶ Revenues

- ▶ Lodging Tax -Of the money collected, 95% is allocated to CVB for tourism to Golden Valley and 5% is allocated to the City of Golden Valley
- ▶ 2020 COVID-19 loss of \$6,500

▶ Expenditures

- ▶ In 2021, Start with a Branding program and finish in 2022. \$50,000

▶ Future Council/Manager Meeting Topic (Branding)

▶ Net Assets

- ▶ 2020 \$33,136
- ▶ 2021 \$16,136
- ▶ 2022 \$1.136

Noah Joynes Youth Recreation Fund

- ▶ Website will have information mid to late September
- ▶ Grant applications are due at the end of October
- ▶ January 2021 - Joynes family will meet with staff to review needs

General Fund Transfers

		<u>2021</u>	<u>Goal</u>
▶ Buildings		\$500,000	\$ 500,000
▶ Parks	\$50,000	\$400,000	\$ 400,000
▶ Street Overlays	\$50,000	\$650,000	\$1,000,000
▶ Equipment	\$50,000	\$1,082,580	\$1,150,000 until 2025
▶ Storm Water		\$50,000	\$ 50,000 ends 2022

Buildings/Cablecasting

- ▶ Buildings- General Buildings
 - ▶ City Hall Boiler replacement -2022
 - ▶ Council Chambers remodel (Dias and Equipment)-2022
 - ▶ Cable Equipment - some purchases in 2021 \$15,000
 - ▶ Storage Yard Improvements-2022
 - ▶ Park Shelter Building Improvements-\$50,000 per year
 - ▶ Car Charging Station - Brookview \$15,000

- ▶ General Fund transfers in 2021 is \$500,000.
- ▶ Cable Equipment funded with designated franchise fees

Park Improvement Program

- ▶ Park Improvements -
- ▶ Revenue
 - ▶ \$400,000 as an annual transfer from the General Fund.
 - ▶ Park dedication fees are charged but not added as a revenue source due to uncertainty of collection.
- ▶ Lighting (LED) - Wesley was changed in 2020; one park per year starting in 2023
- ▶ In 2021, Hockey rink boards-replacement one every year \$60,000 per year
- ▶ In 2023, Tennis & Pickleball courts \$425,000; Parking lot \$245,000 at Scheid

Streets

- ▶ Projects are outlined in this section to cover the current Pavement Management Program, State Aid street improvements and capital improvement projects such as sidewalks, trails and bike facility upgrades along with other projects.
 - ▶ PMP 2021-2024
 - ▶ IRP 2026-2030 (Start utility work in 2025-streets in 2026)
 - ▶ Overlay work \$500,000 per year (2021-2024)
 - ▶ Zane/Lindsay 2023
 - ▶ Zenith Avenue 2026
 - ▶ Laurel/Louisiana Ave Repairs 2027
 - ▶ Douglas Drive Underground Tunnel - Perpich Roundabout -**State Funded**
 - ▶ Street Light Replacement 2021 - \$75,000 per year

Vehicle Maintenance Fund

- ▶ Revenues

- ▶ All revenues come from hourly rates, parts and fuel charged to departments based on usage

- ▶ Expenditures

- ▶ Labor, contractual maintenance and rent for the building

- ▶ Transfers

- ▶ Rent \$24,000

Vehicles and Equipment

- ▶ Vehicles and Equipment are funded by General Fund Transfers since 2018. All previous certificates of indebtedness that funded equipment before 2018 will be paid off by 2021.
- ▶ Financing -Goal would be not to issue future certificates for financing. In 2025, transfers will need to be increased by \$50,000 each year for the purchase of fire truck in 2030.

2020-2029 Capital Improvement Program

- ▶ The plan will be reviewed by the Planning Commission on October 26.
- ▶ On December 1, the plan will be adopted by Council.

2021-2022 General Fund/HRA Budget and Tax Levy

Council Manager Meeting

September 8, 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)

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%

Tax Capacity, continued

Median Home	2020	2021	% increase (decrease)
Property Value	\$327,000	\$335,000	
Tax Rate	53.011%	53.38%	
City Portion of Taxes		\$58.32	\$4.86 per month

Tax Increases for 2021 on a Median Home

	Property Tax
City	58.36
HRA Levy	11.16
Total	\$69.48

New items in 2021 budget

Community Outreach Liaison (w/benefits)		\$80,605
Accountant (w/benefits)		\$85,000 (Intern +15,000)
Increased hours for Asst. Rec Supervisor -volunteer coordinator (w/benefits)		\$30,433
		\$196,038+15,000=\$181,038

TOTAL PROPOSED LEVY

	Levy Payable 2020	Proposed Levy Payable 2021		#1	
General Fund	19,649,140	20,742,325	5.56%	20,561,285	4.66%
HRA Levy	0	162,000		72,000	
Bonded Debt:					
Street Improvement Bonds	4,205,594	4,561,461	8.46%	4,561,461	
Brookview Community Center	1,218,300	1,218,300		1,218,300	
Equipment Certificates					
Debt Sub-Total	5,423,894	5,779,761	6.56%	5,779,761	6.56%
TOTAL Levy	25,073,034	26,684,086	6.48%	26,413,046	5.35%

Total Tax Capacity in City

(Taxable Market Value X Tax Rate)

Tax Capacity	2020	2021	% increase (decrease)
Commercial	14,892,610	15,780,400	5.96%
Industrial	7,055,827	6,977,538	-1.11%
Apartments	4,981,763	5,824,431	16.92%
Residential	26,491,417	27,264,779	2.92%
Personal Property	584,230	637,486	9.11%
TOTAL	54,005,847	56,484.604	4.58%

Tax Capacity	2020	2021
Total Tax Capacity	54,005,847	56,484,604
Less Fiscal Disparities Contribution	(7,678,701)	(7,680,860)
Less Tax Increment	(1,151,192)	(1,184,568)
Total Net Tax Capacity for Local Tax Rate	45,175,954	47,619,176
Levy	25,073,034	26,522,086
Fiscal Distribution Dollars	1,124,711	1,256,066
Levy Reduced by Fiscal Distribution	23,948,323	25,266,020
City Tax Rate	53.011%	53.058%

Tax Capacity, continued

Median Home	2020	2021	% increase (decrease)
Property Value	\$327,000	\$335,000	
Tax Rate	53.011%	53.058%	
City Portion of Taxes		\$47.77	\$3.98 per month

Tax Increases for 2021 on a Median Home

	Property Tax
City	47.77
HRA Levy	4.96
Total	\$52.73

✓ Rule of Thumb

For each \$100,000, a median home would be effected \$6.89

Housing & Redevelopment Authority

September 15, 2020 – 6:30 pm

SPECIAL MEETING AGENDA

This meeting will be held via Webex in accordance with the local emergency declaration made by the City under Minn. Stat. § 12.37. The public may monitor this meeting by watching on Comcast cable channel 16, by streaming on CCXmedia.org, or by calling 1-415-655-0001 and entering the meeting code . The public may participate in this meeting during public comment sections, including the public forum beginning at 6:20 pm, by calling . Additional information about monitoring electronic meetings is available on the [City website](#). For technical assistance, please contact the City 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.

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**



This document is available in alternate formats upon a 72-hour request. Please call 763-593-8006 (TTY: 763-593-3968) to make a request. Examples of alternate formats may include large print, electronic, Braille, audiocassette, etc.



City Council

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

REGULAR MEETING AGENDA

This meeting will be held via Webex in accordance with the local emergency declaration made by the City under Minn. Stat. § 12.37. The public may monitor this meeting by watching on Comcast cable channel 16, by streaming on CCXmedia.org, or by calling 1-415-655-0001 and entering the meeting code . The public may participate in this meeting during public comment sections, including the public forum beginning at 6:20 pm, by calling 763-593-8060. Additional information about monitoring electronic meetings is available on the [City website](#). For technical assistance, please contact the City 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.

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 – August 18 and 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.
- F. Acceptance of Grants and Donations:
 - 1.
- G. Receive and file the Bi-Annual Police Body Cam Audit

4. Public Hearing

- A. Public Hearing - Covenant Living Communities and Services – (Golden Valley is Host City)
- B. Public Hearing - Rezoning Properties to Comply with Comp Plan Land Uses (3)



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5. Old Business

6. New Business

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

- A. Consider Adopting Police Administrative Policies
- B. 1800 Zephyr Place Purchase Agreement
- C. Adopting City 2021 Proposed Budget and Proposed Tax Levies Payable in 2021 Res. 20-
- D. Adopting HRA 2021 Proposed Budget and Establishing the Proposed Tax Levies Payable in 2021 Res. 20-
- E. COVID-19 Pandemic Emergency Administrative Actions
- F. Review of Council Calendar
- G. Mayor and Council Communications
 - 1. Other Committee/Meeting updates

7. Adjournment

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
- C. Presentation – Hennepin County Sheriff Hutchinson
- D. Proclamation Supporting City Participation in Just Deeds Coalition

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 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. Approve Amendment to the Hennepin County Residential Recycling Grant Agreement
 - 2. Approve Professional Services to Update City's 5-Year MS4 Stormwater Permit
- F. Acceptance of Grants and Donations:
 - 1.
- G. Approve Livable Community Account Reenrollment with Metropolitan Council
- H. Appointment of Election Judges and absentee Ballot Board for the General Election on November 3, 2020 Res. 20-
- I. Approving Real Estate Documents

4. Public Hearing

- A. Public Hearing - Zoning Text Amendment - R-3 Densities [tentative]
- B. Public Hearing - Zoning Map Amendment - Harold/Winnetka/Hwy 55 and Douglas Drive/Golden Valley Road [tentative]
- C. Public Hearing - Conditional Use Permit Amendment - Good Shepard Day Care
- D. Public Hearing – Special Assessments – 2020 Delinquent Utility Bills Res. 20-
- E. Publix Hearing – Special Assessments – 2020 Miscellaneous Charges Res. 20-



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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

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. Discussion of Crime Prevention Ordinance
2. Discussion of Disorderly Conduct Ordinance
3. Discussion of Organic and Recycling RFP
4. Master Fee Schedule Discussion
5. Council Review of Future Draft Agendas: City Council October 20, City Council November 4, Council/Manager November 10, City Council November 17, City Council December 1, Council/Manager December 15, 2020

Council/Manager meetings have an informal, discussion-style format and are designed for the Council to obtain background information, consider policy alternatives, and provide general directions to staff. No formal actions are taken at these meetings. The public is invited to attend Council/Manager meetings and listen to the discussion; public participation is allowed by invitation of the City Council.



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City Council

REGULAR MEETING AGENDA

October 20, 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

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 – October 7, 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
- F. Acceptance of Grants and Donations:
 - 1.
- G. Approval of Golden Valley Fire Relief Association By-Law Pension Amount –Res. 20-

4. Public Hearing

- A. Public Hearing - 2021 PMP Council Order Bids

5. Old Business

6. New Business

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

- A. Award 2021 PMP Construction Contract and Construction Observation and Engineering Services
- B. Approve Consultant Contractor for the Facilities Study
- C. Approve Downtown Facilities Study Task Force
- D. First Consideration – Amendment to the 2021 Master Fee Schedule
- E. Review of Council Calendar



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- F. Mayor and Council Communications
 - 1. Other Committee/Meeting updates

7. Adjournment

City Council

REGULAR MEETING AGENDA

Wednesday, November 4, 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

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 – October 20, 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.
- G. MnDOT Winneka to Glenwood - Limited User Permit and Resolution

4. Public Hearing

- A. Public Hearing - Zoning Text Amendment - R-2 Text Amendment (adding Townhouses) [tentative]

5. Old Business

6. New Business

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

- A. First Consideration – Control of Animal Ordinance
- B. Second Consideration – Amendment to the 2021 Master Fee Schedule
- C. Review of Council Calendar
- D. Mayor and Council Communications
 - 1. Other Committee/Meeting updates



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7. Adjournment

City Council/Manager

November 10, 2020 – 6:30 pm
Council Conference Room
Golden Valley City Hall
7800 Golden Valley Road

REGULAR MEETING AGENDA

Pages

1. Discussion of Section 8 Ordinance
2. Council Review of Future Draft Agendas: City Council November 17, City Council December 1, Council/Manager December 8, City Council December 15, 2020, City Council January 5, 2021 , Council/Manager January 12, 2021

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