



City of Shorewood

June 23, 2025

City Council Meeting



City of Shorewood
June 23, 2025
City Council Meeting

1. Convene City Council Regular Meeting
 - A. Pledge of Allegiance
 - B. Roll Call
 - C. Review and Adopt Agenda

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2. Consent Agenda

- A. City Council Work Session Minutes of June 9, 2025
- B. City Council Regular Meeting Minutes of June 9, 2025
- C. Verified Claims List
- D. Data Practices Policy Annual Review
- E. 2025 Deer Management Program Agreement

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2. Consent Agenda

- F. Concert in the Park & Movie in the Park Food Trucks
- G. Water Assessment Agreement – 23622 Smithtown Road
- H. Water Assessment Agreement – 6180 Church Road
- I. Retail Liquor License Renewal

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3. Matters from the Floor

No Council action will be taken.

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4. Reports and Presentations

A. Long Term Financial Management Plan –
Northland Securities



OVERVIEW OF LONG-TERM
FINANCIAL MANAGEMENT PLAN
REGULAR COUNCIL MEETING
JUNE 23, 2025



Introduction of the LTFP

- Long-Term Finance Plan (LTFP) is intended to serve as an on-going guide for management of the city funds
- LTFP is comprehensive and includes all city funds

Key Takeaways

- LTFP is not the city budget – the city budget is where decisions are made
- LTFP is based on certain assumptions that reflect a “snapshot” in time
- Actual results will impact future LTFP
- LTFP is intended to provide a guide for the City to pivot in response to changes in the economy, community, and unforeseen events that will impact city services

Study Objectives

■ Revenue Sufficiency

- Develop and populate a forecasting model to determine revenue needed to satisfy general government and utility operations, capital improvements, and debt service, while maintaining adequate reserves for service and capital needs of the City.

Study Objectives

■ Levy and Rate Calculations

- Model projected future annual tax levies, tax rates, and utility rates to meet revenue sufficiency objectives.

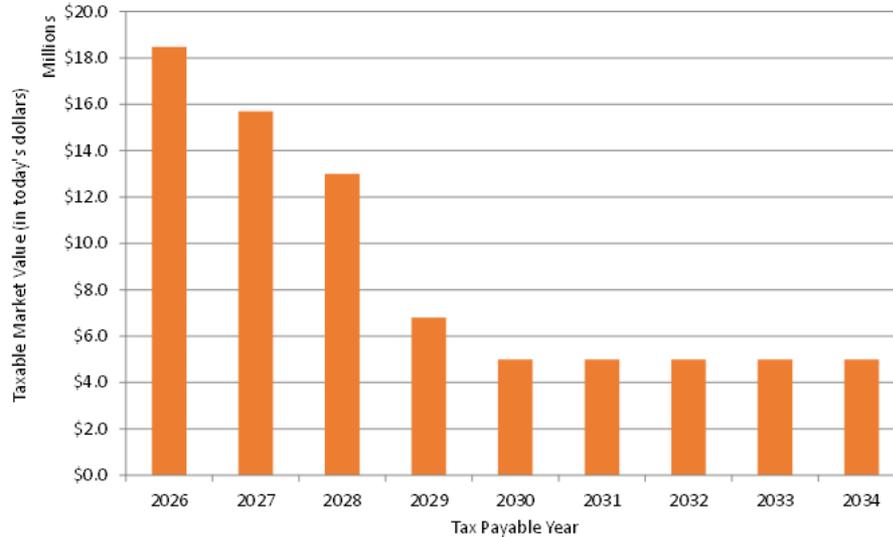
Revenue Sufficiency

- Revenue to meet current and future obligations
- Meet guidelines for City Reserve Policy
- Meet cash needs of the Utilities to include:
 - Six-months of operating expense
 - Following year debt service payments
 - Following year capital acquisition (planned to be paid from cash)
 - Reserves for future capital improvements and other reserve purposes

New Development is a major variable

Chart 1

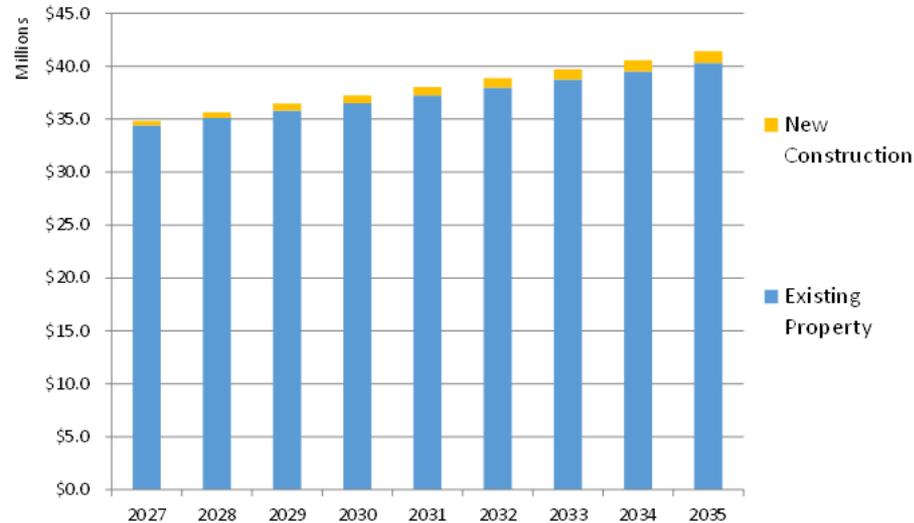
Residential construction is projected to provide an increase in taxable market value
Valuation increase from new development and net increases from new in fill residential development



Net Tax Capacity

Chart 2

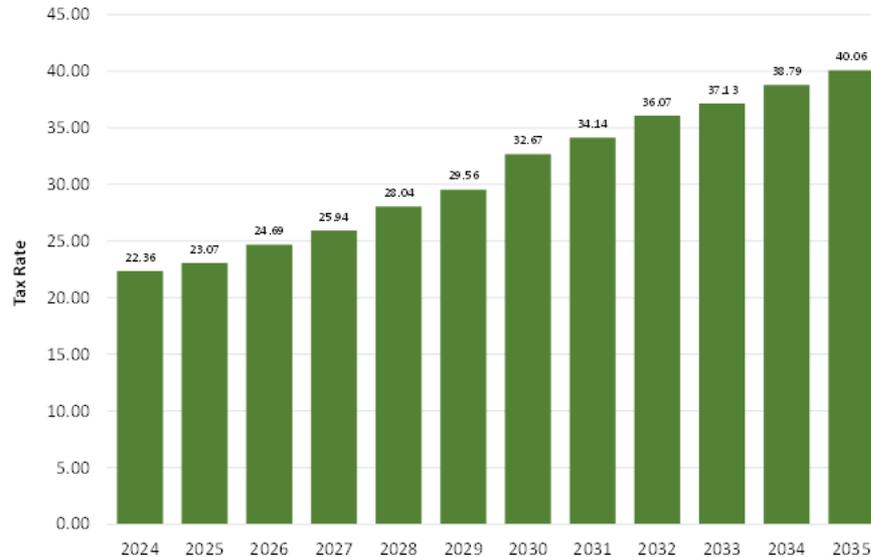
Net Tax Capacity increase is projected from market conditions and construction
New construction includes new residential development and in fill residential development



City Tax Rate

Chart 3

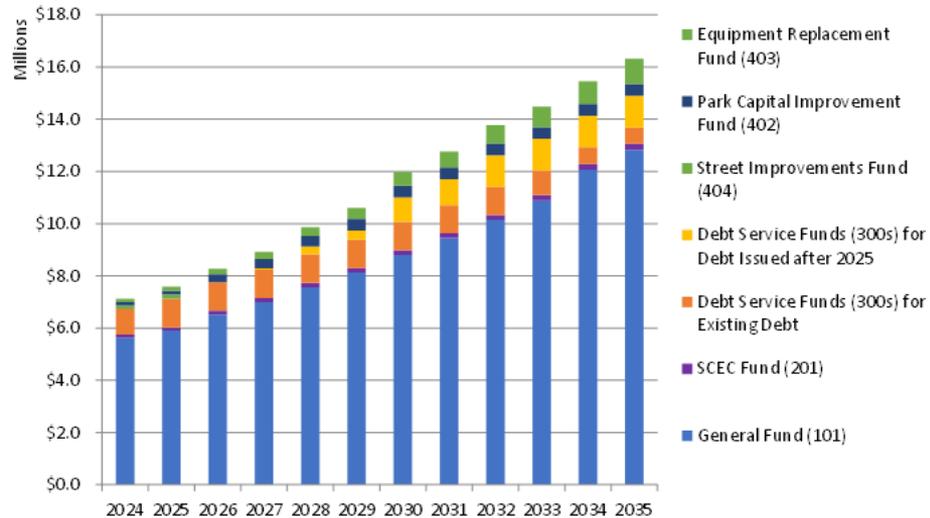
City Tax Rate is a factor of Tax Levy Spread Over Net Tax Capacity



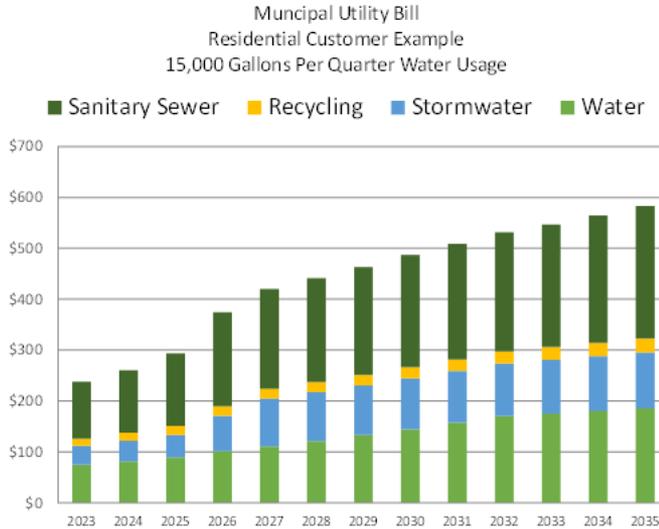
City Tax Levy

Chart 4
City Tax Levy

City tax levy is projected to increase with increase in levy for operations and capital



Projected Utility Rates – Customer Bill Example

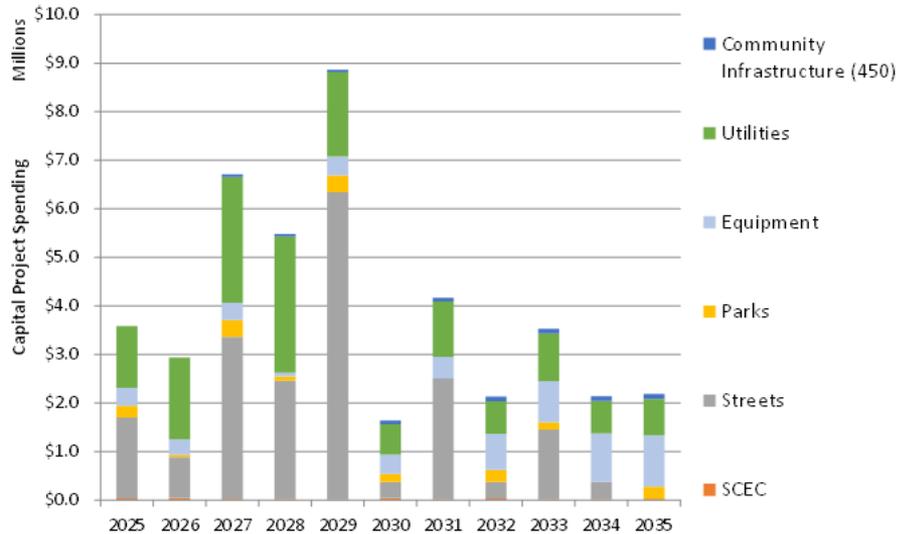


- Plan anticipates annual utility rate increases
- City bills quarterly for utility services

Capital Project Spending

Chart 12

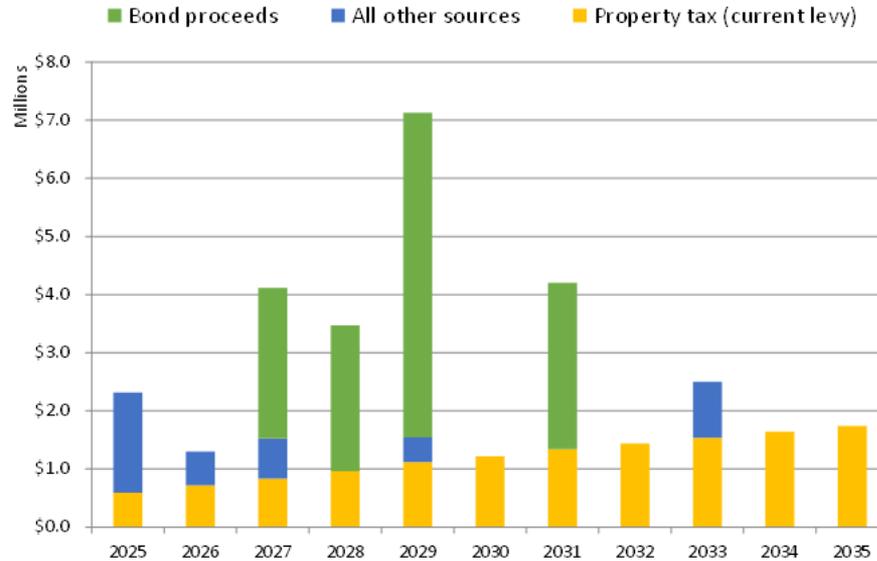
Capital project spending is projected to fluctuate from year to year due to timing for street improvement projects, among other projects



Capital Projects Source of Revenue

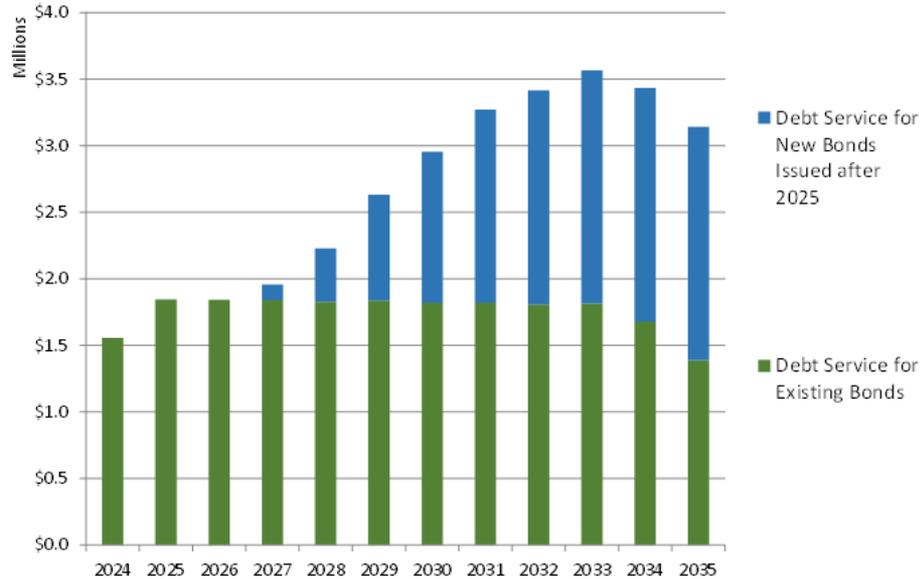
Chart 13

Source of funds for Capital Projects includes a combination of revenue sources



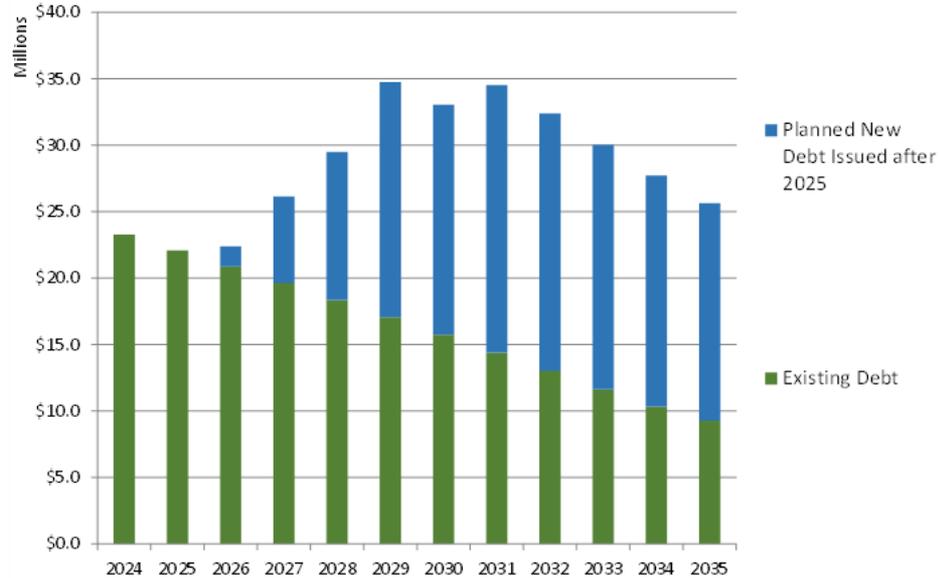
Existing and Planned New Debt Issuance

Chart 14
Total Annual Debt Service For Existing and Planned New Debt



Debt Outstanding

Chart 16
Total Debt Outstanding Existing and Planned



Summary

- City should continue to actively manage its funds to achieve its policy goals, which includes maintaining sufficient reserves
- From the key takeaways –
 - LTFP is not the city budget – the city budget is where decisions are made
 - LTFP is based on certain assumptions that reflect a “snapshot” in time, actual factors will vary, and these variance will impact the plan

Thank You

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4. Reports and Presentations

B. Excelsior Fire District Budget Presentation –
Fire Chief



EXCELSIOR FIRE DISTRICT

2026 Budget Presentation

ABOUT US

- Serving Deephaven, Excelsior, Greenwood, Shorewood, and Tonka Bay
- Department began over 140 years ago
- Respond to over 1,100 calls per year
- 50 paid-on-call firefighters
- FT Employees – Fire Chief, Assistant Chief, Battalion Chief of Training, Fire Marshal and Office Manager
- PT Employees – Fire Inspector



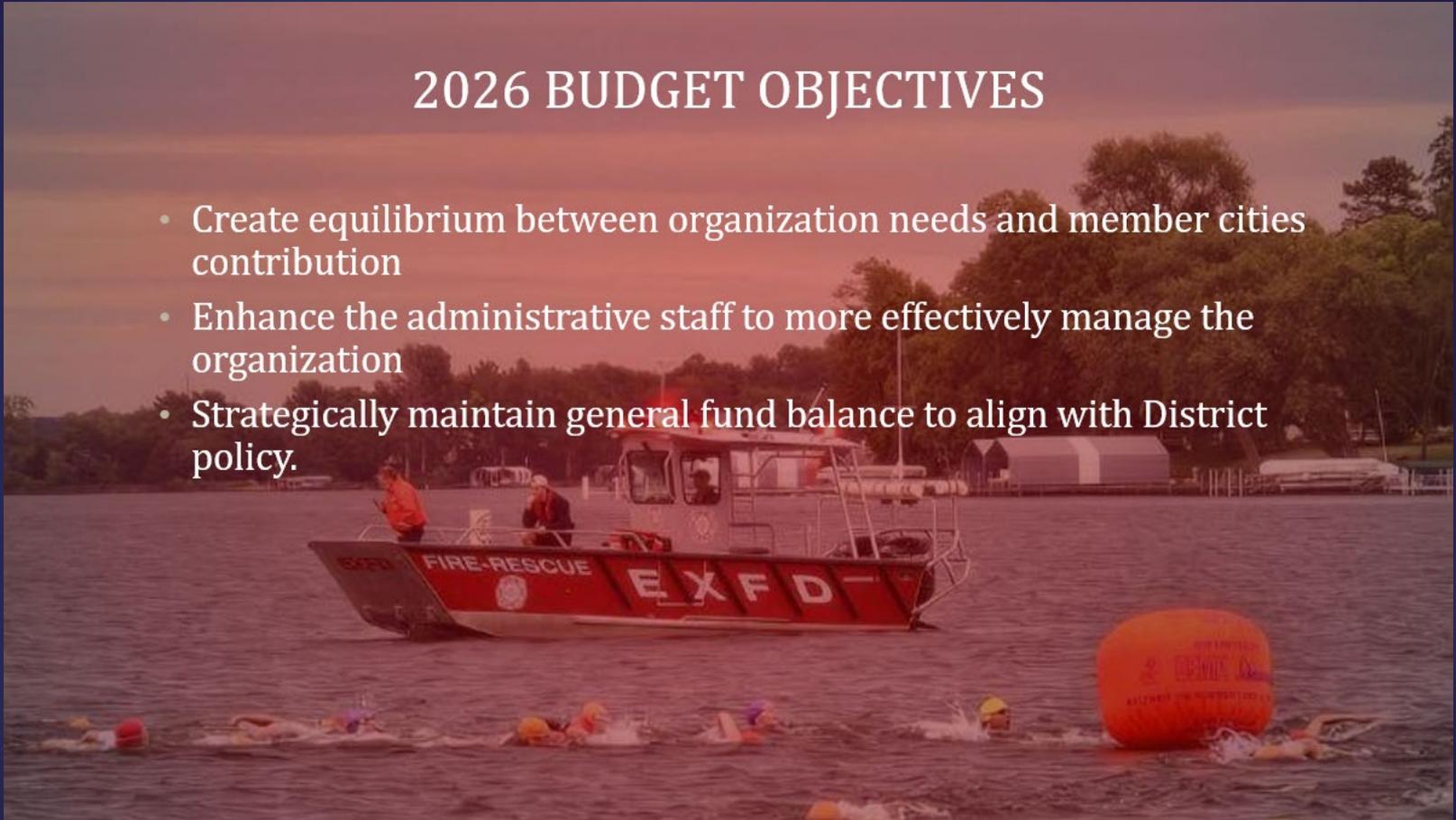


OVERVIEW & GOALS

- Review 2026 Budget Overview Memo
- Maintain and improve the current response times and high level of fire service
- Maintain the combination/paid-on-call model for 10-15 years
- Maintain full 45-50 paid-on-call staffing model
- Maintain and try to improve the ISO 3 rating
- Stay in front of OSHA standard and EMS delivery needs in the future
- Complete the final phase of the 5-year plan for combination staffing

2026 BUDGET OBJECTIVES

- Create equilibrium between organization needs and member cities contribution
- Enhance the administrative staff to more effectively manage the organization
- Strategically maintain general fund balance to align with District policy.



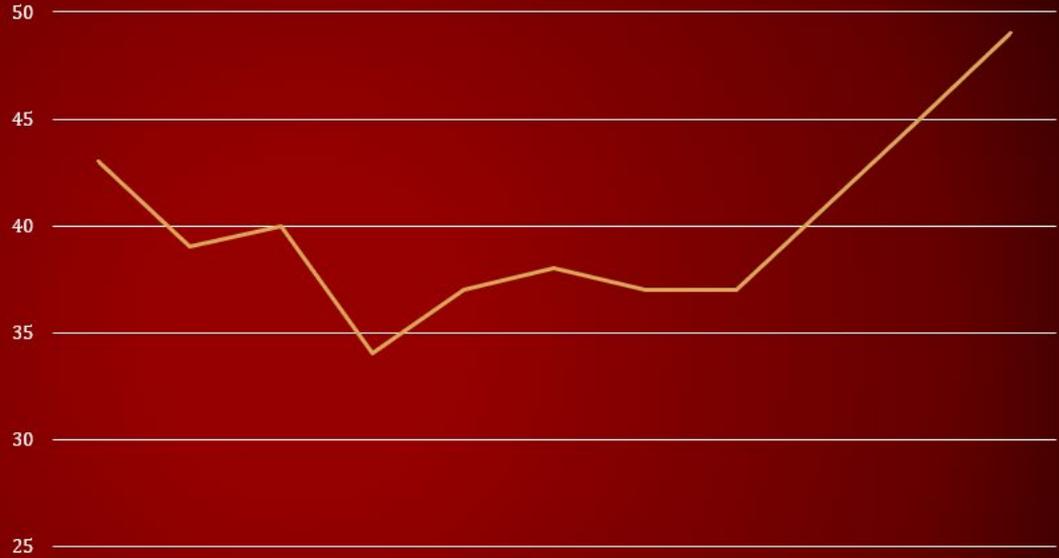
WHERE WE STARTED

- Create a pathway of success for paid-on-call firefighters
- Recruit to that pathway
- Help retain our firefighters
- Continue to improve the recruitment and retention pathway through a reasonable work/life balance for paid-on-call firefighters with a predictable schedule



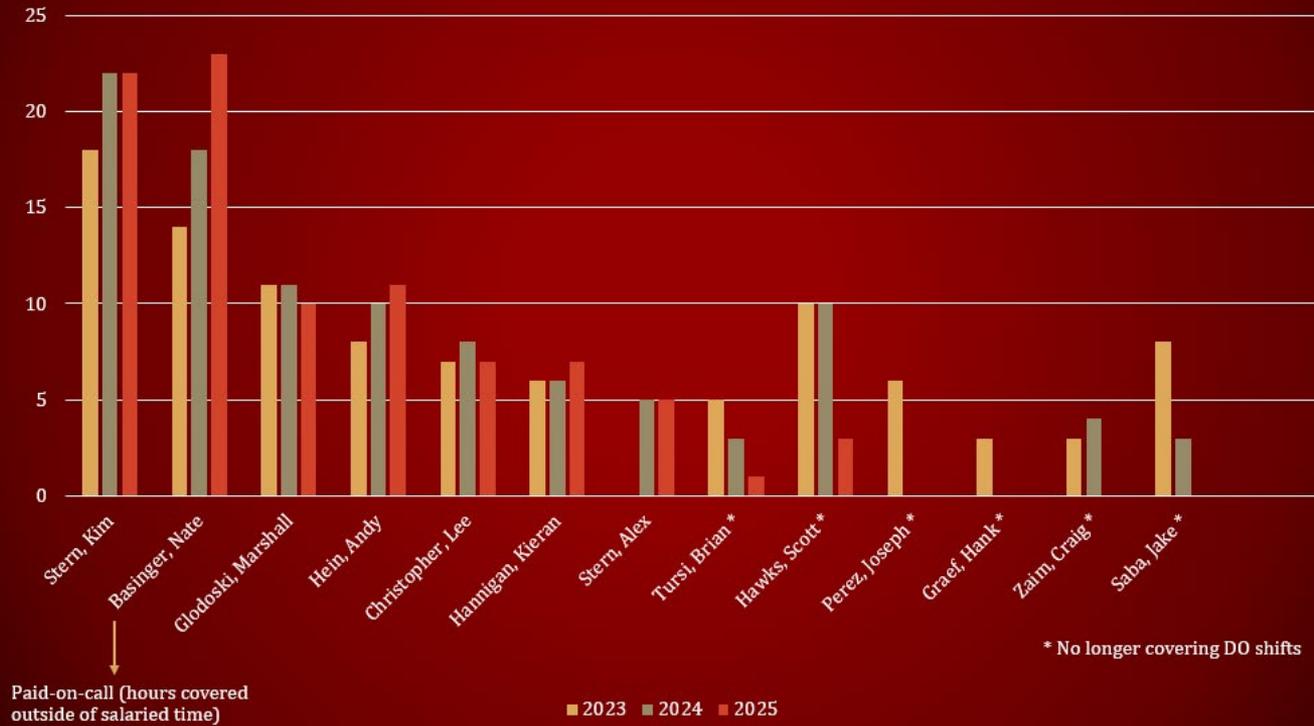


Active FFs



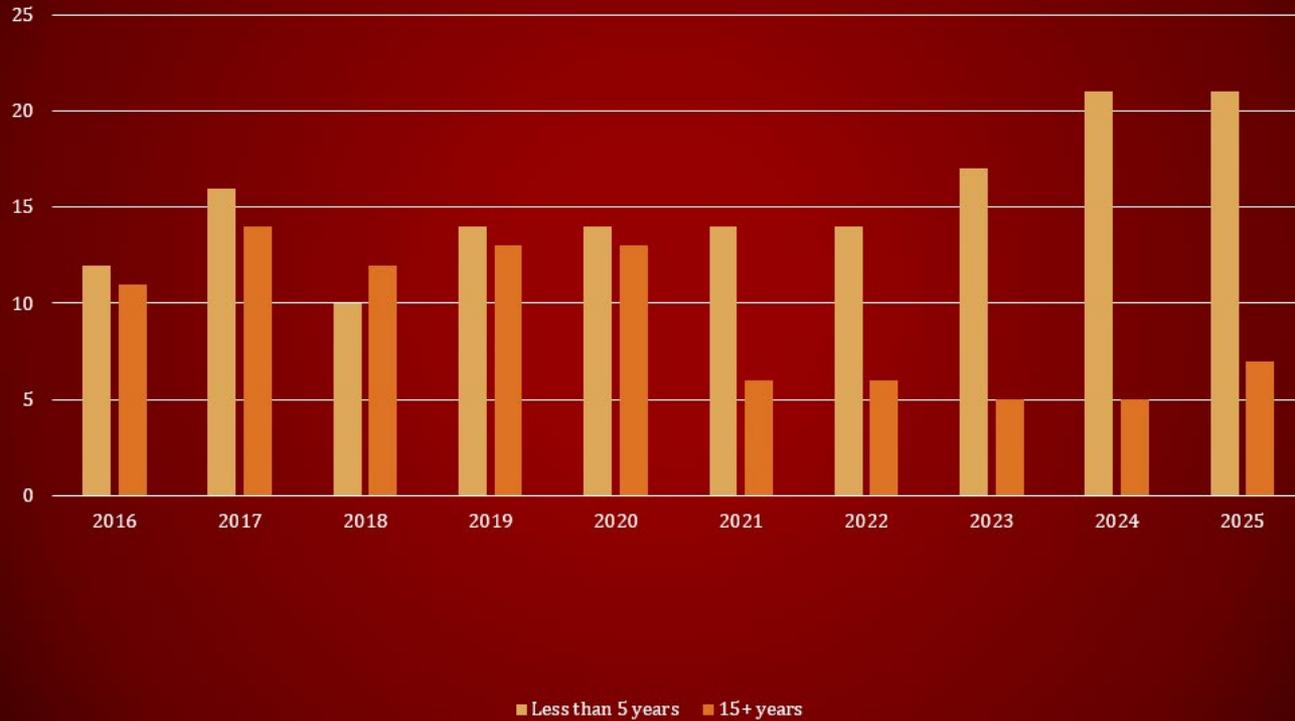
	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Active FFs	43	39	40	34	37	38	37	37	41	45	49

Percent of Duty Officer Shifts Covered by Individual

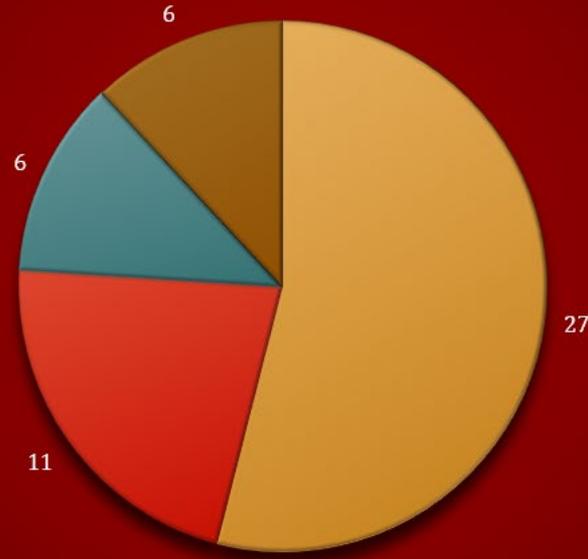


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Paid-on-call (hours covered outside of salaried time)

Years of Experience



YEARS OF SERVICE WITH EXCELSIOR FIRE DISTRICT



■ Less Than 5 Years

■ 5-10 Years

■ 10-15 Years

■ 15+ Years

POSITION OVERVIEW

Fire Chief – Focus: big picture & future (30,000' perspective)

- Prepare and administer annual budget and capital equipment plan.
- Responsible for all human resource management functions.
- Maintain effective working relationships with member cities and stakeholders.
- Coordinate mutual fire and emergency protection with neighboring cities.
- Implement policy directives from the Fire Board.
- Formulate programs and/or policies to alleviate service deficiencies.

Assistant Chief – Focus: day-to-day operations (goes between ground level & 30,000')

- Assist Fire Chief with planning, organizing, and directing overall operations of the fire district.
- Manage and maintain daily staffing.
- Maintain, update, and implement policies, procedures, and guidelines.
- Prepare and review reports for incidents, payroll, personnel, etc.
- Assist Fire Chief with operating budget and capital improvement plan.

POSITION OVERVIEW

Battalion Chiefs – Focus: 24/7 incident command coverage; shift command/on shift training.

Battalion Chief 1 – Specific focus: training

- Facilitate in-service training for department, including new recruits.
- Ensure members maintain state certification and licensure requirements.
- Maintain accurate and complete training records.

Battalion Chief 2 – Specific Focus: emergency management & technology

- Serve as Emergency Manager for the district.
- Maintain technology for the district: computers, subscriptions, network, emails, radios, pagers, etc.

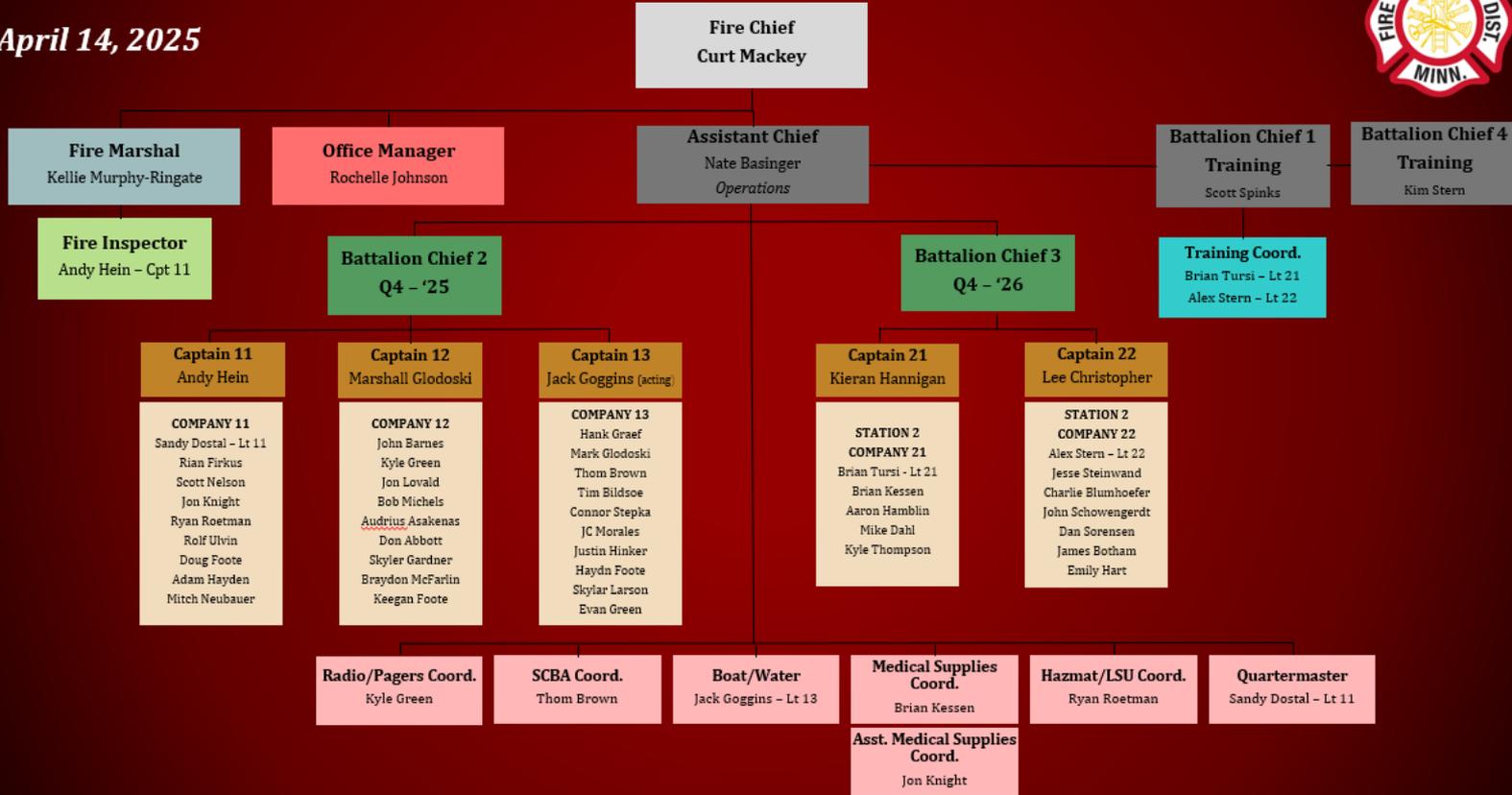
Battalion Chief 3 – Specific Focus: Logistics/Cordination

- Manage and maintain: SCBAs, Boat/Water, LSU, medical supplies, Quartermaster supplies.
- Assist with managing building and apparatus maintenance.

EXCELSIOR FIRE DISTRICT ORGANIZATION CHART



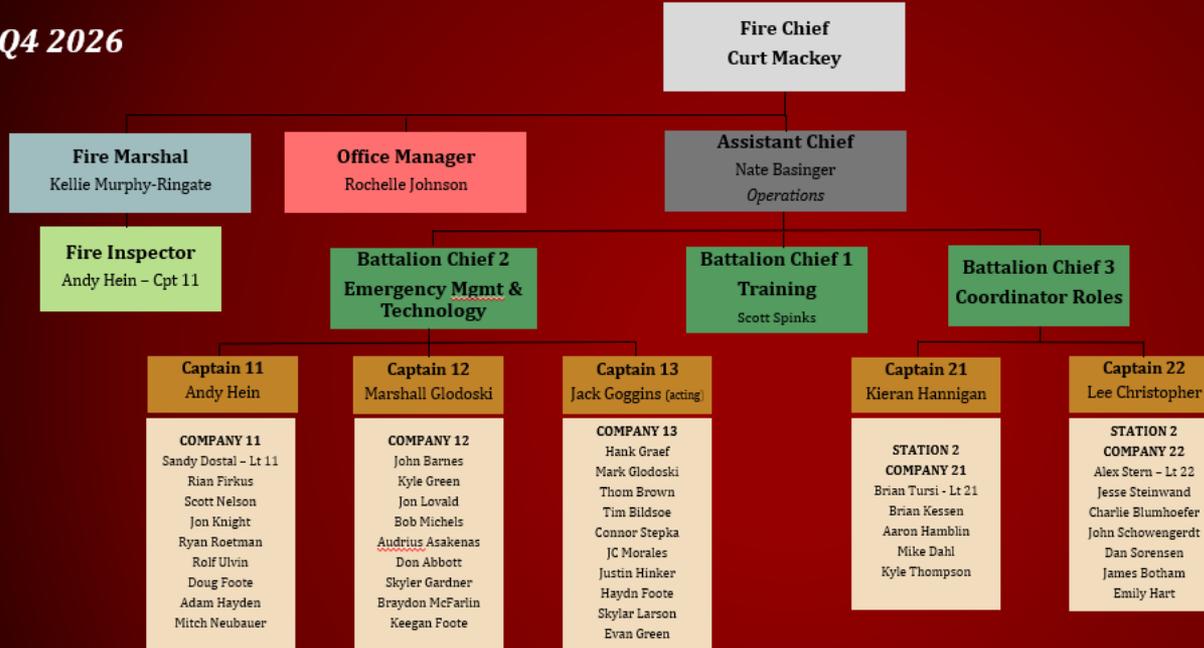
April 14, 2025



EXCELSIOR FIRE DISTRICT ORGANIZATION CHART



Q4 2026



2026 OPERATING BUDGET

City	2026 Budget	Increase	Increase %
<u>Deephaven</u>	\$744,030.12	\$75,654.99	11.32%
Excelsior	\$337,925.36	\$46,147.89	15.82%
Greenwood	\$202,412.13	\$12,127.89	6.37%
Shorewood	\$924,200.87	\$80,622.72	9.56%
Tonka Bay	\$355,873.52	\$45,155.51	14.53%
Cities Contribution	\$2,564,442.00	\$259,709.00	11.27%



THANK YOU!

ANY QUESTIONS?

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5. Parks

A. Report by Commissioner Wenner on
05-20-25 Park Commission Meeting

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6. Planning

A. Report by Commissioner Johnson on
06-03-24 Planning Commission Meeting

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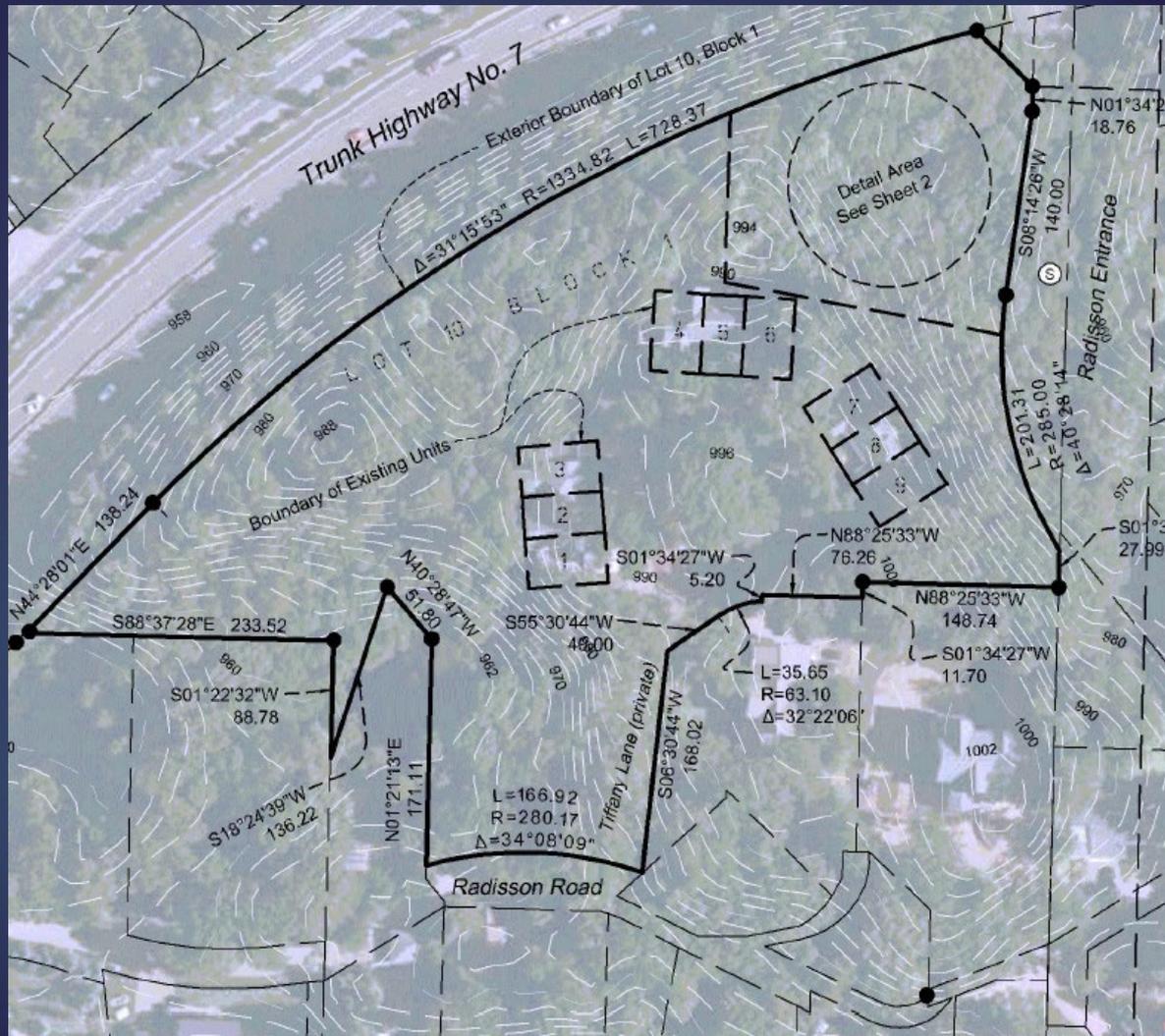
6. Planning

B. Tingewood HOA Common Area PUD Concept
Plan

Location: Parcel ID 3511723110072

Applicant: Tingewood Homeowner's
Association





Tree Inventory Data

Tag #	Spp	DBH	Condition
1672	Basswood	12	Good
1673	Basswood	10	Good
1674	Basswood	13	Good
1675	Green ash	8	Dead/Dying
1676	Red oak	29	Fair
1677	Sugar maple	10	Good
1678	Sugar maple	18	Good
1679	Red oak	25	Fair
1680	Sugar maple	19	Good
1681	Sugar maple	17	Poor
1682	Paper birch	9	Fair
1683	Sugar maple	11	Fair
1684	Paper birch	8	Fair
1685	Sugar maple	10	Good
1686	Red oak	27	Good
1687	Sugar maple	12	Fair
1688	Basswood	16	Fair
1389	Sugar maple	13	Fair
1690	Red oak	18	Good
1691	Red oak	20	Good
1692	Sugar maple	10	Good
1693	Sugar maple	12	Good
1694	Sugar maple	8	Poor
1695	Sugar maple	9	Good
1696	Sugar maple	8	Fair
1697	Sugar maple	11	Good
1698	Sugar maple	11	Good
1699	Sugar maple	10	Good
1700	Sugar maple	11	Good
1701	Sugar maple	10	Fair
1702	Sugar maple	13	Good
1703	Sugar maple	9	Good
1704	Sugar maple	10	Good
1705	Sugar maple	11	Good
1706	Sugar maple	9	Fair
1707	Sugar maple	8	Good
1708	Sugar maple	10	Good
1709	Sugar maple	9	Good
1710	Sugar maple	9	Fair
1711	Red oak	11	Fair
1712	Basswood	16	Good
1713	Basswood	24	Good
1714	Basswood	11	Fair
1715	Sugar maple	17	Good
1716	Red oak	11	Fair
1717	Sugar maple	14	Good
1718	Red oak	24	Fair
1719	Basswood	15	Good
1720	Red oak	22	Fair
1721	Sugar maple	11	Fair
1722	Sugar maple	18	Good
1723	Sugar maple	9	Fair
1724	Sugar maple	14	Good
1725	Red oak	23	Fair
1726	Sugar maple	8	Fair

Tag #	Spp	DBH	Condition
1727	Red oak	29	Good
1728	Sugar maple	10	Good
1729	Sugar maple	10	Good
1730	Sugar maple	13	Good
1731	Basswood	21	Fair
1732	Sugar maple	10	Fair
1733	Basswood	18	Good
1734	Sugar maple	11	Good
1735	Sugar maple	12	Good
1736	Sugar maple	14	Good
1737	Sugar maple	8	Good
1738	White oak	28	Good
1739	Red oak	30	Good
1740	Sugar maple	8	Poor
1741	Sugar maple	8	Good
1742	Sugar maple	9	Good
1743	Basswood	8	Poor
1744	Basswood	14	Poor
1745	Sugar maple	13	Good
1446	Basswood	12	Fair
1747	Red oak	19	Good
1748	Sugar maple	15	Good
1749	Sugar maple	9	Fair
1750	Red oak	27	Fair
1751	Red oak	17	Good
1752	Red oak	19	Good
1753	Sugar maple	18	Good
1754	Sugar maple	11	Good
1755	Sugar maple	11	Fair
1756	Basswood	14	Poor
1757	Sugar maple	8	Fair
1758	Basswood	17	Good
1759	Sugar maple	11	Fair
1760	Sugar maple	14	Good
1761	Sugar maple	17	Fair
1762	Sugar maple	12	Fair
1763	Sugar maple	8	Fair
1764	Red oak	25	Poor
1765	Sugar maple	13	Good
1766	Red oak	22	Fair
1767	Sugar maple	8	Fair
1768	Basswood	13	Fair
1769	Basswood	12	Poor
1770	Green ash	12	Dead/Dying
1771	Green ash	17	Dead/Dying
1772	Basswood	10	Fair
1773	Sugar maple	8	Good
1774	Red oak	17	Good
1775	Red oak	23	Fair
1776	Red oak	29	Fair
1777	Sugar maple	11	Good
1778	Basswood	34	Fair
1779	Ironwood	10	Fair
1780	Basswood	17	Fair
1781	Red oak	8	Poor
1782	Red oak	12	Fair
1783	Red oak	38	Fair
1784	Red oak	26	Fair

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6. Planning

C. Impervious Surface Definition City Code
Amendment

Location: City Wide

Applicant: City of Shorewood

1201.02 DEFINITIONS.

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IMPERVIOUS SURFACE. ~~An artificial or natural surface through which water, air or roots cannot penetrate.~~ A constructed hard surface that prevents or hinders entry of water into the soil and causes water to run off the surface in greater quantities and at an increased rate of flow than prior to development, including rooftops, decks, sidewalks, patios, swimming pools, parking lots, concrete, asphalt, gravel driveways, permeable pavers, artificial turf, and other similar surfaces. The following shall not be considered impervious surfaces:

- a. Cantilevers no greater than two feet from the side of the structure and at least four feet above the adjacent grade.
- b. Overhangs no greater than two feet from the side of the structure.

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7. Engineering/Public Works
 - A. Approve Plans and Authorize Bidding for SE Area Water Improvement, City Project 24-08

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7. Engineering/Public Works
 - B. Authorize Preparation of Final Plans & Specifications Galpin Lake Trail Project, City Project 25-01

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8. General/New Business
 - A. Appoint Commissioners

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9. Staff and Council Reports

A. Staff

B. Mayor and City Council

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10. Adjourn