



# **PUBLIC NOTICE**

## **GREENWOOD CITY COUNCIL BUDGET WORKSESSION**

**Thursday, August 22, 2024**

**5:00 P.M.**

**Deephaven City Hall**

**20225 Cottagewood Road**

**Deephaven, MN 55331**

Notice is hereby given that a quorum of the Greenwood City Council will be in attendance for a special budget worksession meeting to be held in the council chambers at Deephaven City Hall.

No city action will be taken.

# AGENDA

## Greenwood City Council Worksession



5:00pm Budget Worksession

Thursday, August 22, 2024  
Deephaven City Council Chambers  
20225 Cottagewood Road, Deephaven, MN 55331

### Budget Worksession

*In accordance with open meeting law, the worksession is open to the public for viewing, but there will be no opportunity for public participation.*

1. CALL TO ORDER | ROLL CALL | APPROVE MEETING AGENDA
2. BUDGET WORKSESSION
3. ADJOURNMENT



# Worksession

Agenda Date: 08.22.24

Prepared by Shanda Wilhelmy

## Agenda Item: 2025 Budget & Fees

**Summary:** A revised draft 2025 budget is attached to the worksession packet. This is the revised budget that was discussed at the August 7th budget worksession. The council added an additional budget worksession for August 22, 2024. The July 17th budget worksession was also an additional worksession added to the original calendar.

The revised budget was prepared by Councilman Malo with limited updates by Maor Fletcher. Malo was not be able to attend the August 7th worksession or council meeting. The council will discuss the 2025 budget at the May, June, August and September worksessions prior to the regular council meetings. See below for the budget timeline.

Since the budget is related to **fees**, the city council also will discuss possible changes to the city's fee schedule at these worksessions. Attached is a copy of the current fee schedule. Fee changes must be done via ordinance.

### Timeline for Budget:

- ~~05.01.24 City council budget discussion worksession.~~
- ~~06.05.24 City council budget discussion worksession.~~
- ~~07.17.24 City council reviews draft of preliminary budget at the worksession (may make revisions).~~
- ~~8.07.24 City council reviews revised draft of preliminary budget at the worksession (may make revisions).~~
- 8.22.24 City council reviews revised draft of preliminary budget at the worksession (may make revisions).**
- 09.04.24 City council reviews revised draft of preliminary budget at the worksession (may make revisions).
- 09.04.24 City council approves the "preliminary" budget and tax levy amount for submission to the county. Once the preliminary tax levy amount has been reported to the county, the amount may be reduced, but it may not increase.
- 09.30.24 Deadline to submit "preliminary" budget and tax levy amount to the county.
- 12.04.24 City council holds the Truth-in-Taxation public hearing and approves the "final" budget and tax levy amount for submission to the county. The tax levy amount may be reduced from the preliminary amount, but it may not increase.

### Timeline for Fee Ordinance:

- ~~06.05.24 City council reviews current fee schedule.~~
- ~~07.17.24 City council reviews current fee schedule.~~
- ~~08.07.24 City council reviews the fee schedule at the worksession (may make revisions).~~
- 8.22.24 City council reviews revised draft of preliminary budget at the worksession (may make revisions).**
- 09.04.24 City council reviews a draft of fee ordinance at the worksession (may make revisions).
- 10.02.24 City council considers 1st reading of the ordinance (may make revisions / may waive 2nd reading).
- 10.03.24 If the 2nd reading is waived, the ordinance is submitted to the Sun-Sailor for publication.
- 10.10.24 If the 2nd reading is waived, the ordinance is published in the Sun-Sailor on this date.
- 11.06.24 City council considers 2nd reading of the ordinance (may make revisions).
- 11.07.24 The ordinance is submitted to the Sun-Sailor for publication.
- 11.14.24 The ordinance is published in the Sun-Sailor on this date.
- 01.01.25 The ordinance is goes into effect on this date.

**Council Action:** No council action may be taken during a worksession.

*Greenwood code section 1215 requires 2 readings of all ordinances prior to adoption. The 2nd reading shall be within 3 months of the 1st reading. There may be changes between the 1st and 2nd readings. The 2nd reading may be waived by a unanimous vote of city council members present at the meeting. Ordinances go into effect once they are published in the city's official newspaper. The planning commission must review and make a recommendation to the city council regarding any changes to the zoning code chapter 11. A public hearing, typically held by the planning commission, also is required for changes to chapter 11.*

# 2025 Greenwood Draft Budget 07.17.24

	A	B	C	D	E	F	G	H	I	J	K	L	M
1				2025 Budget	\$ Change	% Change	% Total Budget		2024 June YTD	2024 Budget	2023 Actual	2023 Budget	2022 Actual
2	<b>GENERAL FUND REVENUE</b>												
3		<b>TAXES</b>		0									
4	31010	General Property Tax <i>(plug value to balance the budget)</i>		804,654	116,654	16.96%			301,781	688,000	646,469	650,000	596,870
5	31020	General Property Tax - Delinquent		2,000	-2,000	-50.00%			0	4,000	-2,577	1,500	5,097
6	31040	Fiscal Disparities		3,000	1,000	50.00%			0	2,000	2,991	2,000	1,642
7	31800	Surcharge Revenue		2,700	700	35.00%			404	2,000	2,637	2,000	1,976
8	31910	Penalties		0	0				33	0	88	0	177
9				<b>812,354</b>	<b>116,354</b>	<b>16.72%</b>	<b>78.42%</b>		<b>302,218</b>	<b>696,000</b>	<b>649,608</b>	<b>655,500</b>	<b>605,762</b>
10		<b>LICENSES</b>											
11	32110	Liquor & Cigarette Licenses		500	-10,000	-95.24%			0	10,500	11,200	10,500	10,700
12	32180	Other Business Licenses (Rental, Garbage Hauler, Etc)		2,000	-2,000	-50.00%			250	4,000	2,700	5,000	1,500
13				<b>2,500</b>	<b>-12,000</b>	<b>-82.76%</b>	<b>0.24%</b>		<b>250</b>	<b>14,500</b>	<b>13,900</b>	<b>15,500</b>	<b>12,200</b>
14		<b>BUILDING &amp; ZONING FEES</b>											
15	32210	Building Permits		26,000	-5,000	-16.13%			7,576	31,000	34,943	35,000	30,673
16	32211	Electric Permits		6,500	0	0.00%			2,023	6,500	3,974	6,000	6,776
17	32212	Excavation Permits		100	0	0.00%			0	100	0	350	170
18	32213	Hardcover Permits		0	0	0.00%			0	0	0	800	0
19	32214	HVAC Permits		5,500	0	0.00%			1,846	5,500	9,697	6,500	5,203
20	32215	Parking Permits		2,000	0	0.00%			0	2,000	500	2,000	1,750
21	32216	Plan Review Fees		8,000	0	0.00%			4,268	8,000	8,115	9,000	7,786
22	32217	Plumbing Permits		2,000	0	0.00%			895	2,000	1,603	2,500	2,037
23	32218	Right-of-Way Permits		4,500	0	0.00%			2,000	4,500	5,500	4,000	4,500
24	32219	Shoreland Compliance Fee		1,400	0	0.00%			600	1,400	800	3,000	1,400
25	32220	Tree Permits		500	0	0.00%			0	500	0	500	500
26	34103	Zoning & Subdivisions <i>(Variances, Conditional Use Permits, Shoreland Compliance, Etc.)</i>		23,500	-5,000	-17.54%			18,029	28,500	15,228	27,000	28,381
27				<b>80,000</b>	<b>-10,000</b>	<b>-11.11%</b>	<b>7.72%</b>		<b>37,237</b>	<b>90,000</b>	<b>80,360</b>	<b>96,650</b>	<b>89,176</b>
28		<b>INTERGOVERNMENT REVENUE</b>											
29	33423	Grants / Aids <i>(Small Cities Assist, Recycling Grant, Public Safety Assist, Joint Proj Reimb)</i>		4,600	-27,082	-85.48%			0	31,682	31,682	0	1,875
30	33610	Road Assistance <i>(County Aid to Municipalities, State Aid)</i>		0	-10,000	-100.00%			6,009	10,000	2,029	2,000	4,050
31				<b>4,600</b>	<b>-52,082</b>	<b>-88.96%</b>	<b>0.44%</b>		<b>6,009</b>	<b>41,682</b>	<b>33,711</b>	<b>2,000</b>	<b>5,925</b>
32		<b>PUBLIC CHARGES FOR SERVICES</b>											
33	34207	False Alarm Fee		0	0				0	0	0	0	0
34	34304	Load Limit Fees		4,500	0	0.00%			1,460	4,500	5,297	6,000	4,368
35	34409	Recycling Fees (\$112 2024 to \$169 2025 per unit)		50,000	16,200	47.93%			1,740	33,800	30,734	32,474	32,372
36	34410	Recycling Fees - Delinquent		0	0				101	0	-14	0	528
37				<b>54,500</b>	<b>16,200</b>	<b>42.30%</b>	<b>5.26%</b>		<b>3,301</b>	<b>38,300</b>	<b>36,017</b>	<b>38,474</b>	<b>37,268</b>
38		<b>FINES, FORFEITURES &amp; PENALTIES</b>											
39	35101	Court Fines		12,000	2,000	20.00%	1.16%		7,094	10,000	9,736	6,000	8,027
40													
41		<b>INVESTMENT &amp; MISCELLANEOUS INCOME</b>											
42	36102	Investment Income		25,000	0	0.00%			15,440	25,000	32,436	15,000	6,526

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1				2025 Budget	\$ Change	% Change	% Total Budget		2024 June YTD	2024 Budget	2023 Actual	2023 Budget	2022 Actual
43	36230	Misc. Income: Parking Permits, Civil Citations, Etc.		1,000	-500	-33.33%			0	1,500	378	1,500	4,784
44				26,000	-500	-1.89%	2.51%		15,440	26,500	32,814	16,500	11,310
45		<b>OTHER FINANCING SOURCES</b>											
46	39200	Transfer from General Fund Reserves		0	0				0	0	52,188	52,188	0
47	39201	Interfund Operating Transfer: From Marina Fund		20,000	-5,000	-20.00%			0	25,000	20,000	20,000	20,000
48	39202	Administrative Expense Reimbursement: 20% <del>10%</del> of Sewer Revenue		16,050	-14,370	-47.24%			0	30,420	19,800	19,800	19,800
49	39203	Administrative Expense Reimbursement: 20% <del>10%</del> of Stormwater Revenue		3,290	-2,810	-46.07%			0	6,100	6,100	6,100	5,187
50	39204	Administration Expense Reimbursement: 20% <del>10%</del> of Marina Revenue		4,553	-4,818	-51.41%			0	9,370	9,250	9,250	8,930
51				43,893	-26,998	-38.08%	4.24%		0	70,890	107,338	107,338	53,917
52													
53		<b>Total Revenue</b>		<b>1,035,847</b>	<b>32,975</b>	<b>4.86%</b>			<b>371,549</b>	<b>987,872</b>	<b>963,484</b>	<b>937,962</b>	<b>823,585</b>
54													
55		<b>GENERAL FUND EXPENSES</b>											
56		<b>COUNCIL &amp; PLANNING COMMISSION</b>											
57	4110103	Council Salaries (2024 Mayor \$491.77 Council \$327.86 x www.bls.gov Midwest CPI-U 9.2%)		21,639	-2,361	-9.84%			10,655	24,000	20,983	22,811	21,639
58	4110104	Stipends		0	0	0.00%			0	0	625	0	7,500
59	4110122	FICA Contributions (6.2%)		1,342	-146	-9.84%			661	1,488	1,340	1,414	1,807
60	4110123	Medicare Contributions (1.45%)		314	-34	-9.84%			154	348	313	331	423
61	4110371	Training / Conferences		500	0	0.00%			0	500	350	500	0
62	4110372	Meals / Lodging		200	25	14.29%			0	175	58	175	117
63	4110433	Miscellaneous (MN Mayors Assoc Dues, Other Dues, Subscriptions, Supplies, Etc.)		200	100	100.00%			86	100	204	100	207
64				24,194	-2,417	-9.08%	2.34%		11,556	26,611	23,873	25,331	31,693
65		<b>ELECTIONS</b>											
66	4120043	Misc. (Supplies, Postage, Public Notices, Etc.)		200	-600	-75.00%			697	800	0	0	744
67	4120103	Election Judge Salaries (2024: \$18.00 per hour for head judge \$16.00 per hour for others)		0	-2,500	-100.00%			3,423	2,500	0	0	1,807
68	4120214	Operational Support - Forms		100	0	0.00%			154	100	23	50	91
69	4120319	Equipment Maintenance		1,000	200	25.00%			0	800	573	1,200	599
70	4120372	Meals (Election Judge Meals & Snacks)		0	-500	-100.00%			487	500	0	0	372
71				1,300	-3,400	-72.34%	0.13%		4,761	4,700	596	1,250	3,613
72		<b>ADMINISTRATION</b>											
73	4140204	Stationary, Forms, Printing		2,000	400	25.00%			7,349	1,600	1,056	1,600	1,580
74	4140205	Deephaven Meeting Site		2,000	200	11.11%			450	1,800	1,650	0	0
75	4140311	Excelsior Contract (Clerk, etc) Nalisha?		13,400	650	5.10%			5,824	12,750	8,740	12,750	12,750
76	4140312	Bookkeeping & Admin Services Shanda		28,620	2,120	8.00%			13,061	26,500	23,249	25,000	27,255
77	4140313	Tech (Website, Email, QB)		3,000	0	0.00%			3,645	3,000	2,567	1,600	1,400
78	4140322	Postage		2,500	500	25.00%			1,272	2,000	957	800	766
79	4140351	Newspaper Legal Notices		1,000	0	0.00%			416	1,000	794	1,000	958
80	4140439	Misc		1,500	0	0.00%			30	1,500	853	3,000	1,630
81				54,020	3,870	7.72%	5.22%		32,047	50,150	39,866	45,750	46,339
82		<b>ASSESSOR</b>											
83	4150309	Assessor - Hennepin County		0	-26,000	-100.00%			0	26,000	38,000	24,000	24,000

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1				2025 Budget	\$ Change	% Change	% Total Budget		2024 June YTD	2024 Budget	2023 Actual	2023 Budget	2022 Actual
84	4150439	Assessor - Other (Public Notices, Processing, Tax Rolls)		150	0	0.00%			77	150	83	150	91
85				150	-26,000	-99.43%	0.01%		77	26,150	38,083	24,150	24,091
86		<b>LEGAL SERVICES</b>											
87	4160304	Legal - General		3,000	500	20.00%			1,026	2,500	1,227	4,000	1,310
88	4160308	Legal - Prosecution		11,000	1,000	10.00%			4,772	10,000	11,864	4,800	4,800
89	4160309	Legal - Litigation		1,000	0	0.00%			0	1,000	0	2,000	0
90				15,000	1,500	11.11%	1.45%		5,798	13,500	13,091	10,800	6,110
91		<b>AUDITING</b>											
92		Auditing (state auditor filing requirements)		2,000	400	25.00%	0.16%		1,680	1,600	1,500	1,150	1,150
93		<b>GENERAL GOVERNMENT TOTAL</b>		96,664	-26,047	-21.23%	9.33%		55,919	122,711	117,009	108,431	112,996
94													
95		<b>LAW ENFORCEMENT</b>											
96	4210310	Law Enforcement		297,937	33,241	12.56%			154,406	264,696	254,945	254,945	241,587
97	4210311	Police Side Building Facility (Completed in 2022)		0	0	0.00%			0	0	0	0	46,005
98	4210439	Jail, Court Overtime, Etc.		1,600	0	0.00%			576	1,600	1,674	1,600	993
99				299,537	33,241	12.48%	28.92%		154,982	266,296	256,619	256,545	288,585
100		<b>FIRE</b>											
101	4220309	Fire Operations & Capital Expenses		191,646	16,481	9.41%	18.50%		87,582	175,165	167,722	167,722	164,638
102		<b>PUBLIC SAFETY TOTAL</b>		491,183	49,722	11.26%	47.42%		242,564	441,461	424,341	424,267	453,223
103													
104		<b>ZONING</b>											
105	4260303	Engineering Fees - Development Review		11,500	-2,500	-17.86%			5,367	14,000	19,655	14,000	22,949
106	4240308	Zoning Administration		33,500	-2,500	-6.94%			39,380	36,000	43,380	40,000	59,210
107	4240309	Public Notices		1,000	0	0.00%			743	1,000	994	1,200	978
108	4240310	Building Inspections		31,000	0	0.00%			11,474	31,000	14,400	30,000	25,110
109	4240311	State Surcharges		3,000	0	0.00%			874	3,000	2,643	4,500	4,834
110	4240438	Misc. (County Recording Fees, etc.)		0	0	0.00%			0	0	22	0	44
111		<b>ZONING TOTAL</b>		80,000	-5,000	-5.88%	7.72%		57,838	85,000	81,094	89,700	113,125
112													
113		<b>PUBLIC WORKS</b>											
114	4310379	Engineering Fees - Misc		5,000	4,300	614.29%			3,110	700	4,341	600	3,764
115	4310380	Engineering Fees - City Council Mtgs		500	-100	-16.67%			0	600	630	500	120
116	4310381	S&R - Utility Services - Elec (Includes Siren Electric)		7,000	1,000	16.67%			3,819	6,000	4,463	5,800	5,889
117	4310409	Public Works Road Repairs (Potholes, Etc) 73% DeePhaven invoice		139,600	119,600	598.00%			91,087	20,000	45,544	15,000	7,169
118	4390226	Signs		4,000	-2,000	-33.33%			0	6,000	3,110	4,000	12,807
119	4390312	Snowplowing		0	-90,000	-100.00%			0	90,000	118,042	60,000	87,581
120	4390313	Trees, Mowing, and Misc		0	-40,000	-100.00%			5,557	40,000	40,938	33,000	60,006
121	4390314	Park & Tennis Court Maintenance		0	-14,000	-100.00%			75	14,000	7,216	4,000	8,331
		Trail Snow Plowing											
122	4390315	(LMRT and Asphalt Paths 2022 & 2023 incl in Snowplowing)	2025 in Public	0	0	0.00%			0	0	0	2,100	0
123		<b>PUBLIC WORKS TOTAL</b>		156,100	-21,200	-11.96%	15.07%		103,648	177,300	224,284	125,000	185,667
124													
125		<b>MISC. EXPENSES</b>											
126	4900310	Recycling Contract \$169.44 per unit 2025 (Contract 58% increase Sept 1 2024)		50,000	16,227	48.05%			25,900	33,773	33,516	32,474	27,003
127	4900311	Spring Clean-Up Day		6,000	-2,000	-25.00%			0	8,000	3,586	6,000	6,745
128	4900369	League of Minnesota Cities Insurance Trust / Liability & Property		6,000	1,000	20.00%			0	5,000	4,856	4,500	2,584

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1				2025 Budget	\$ Change	% Change	% Total Budget		2024 June YTD	2024 Budget	2023 Actual	2023 Budget	2022 Actual
129	4900370	League of Minnesota Cities Insurance Trust / Workers Comp		300	100	50.00%			0	200	265	200	200
130	4900433	Misc. Expenses		1,000	900	900.00%			387	100	12	100	1,135
131	4900435	League of Minnesota Cities		1,100	100	10.00%			0	1,000	1,009	960	1,001
132	4900436	Lake Minnetonka Conservation District (Contribution for LMCD Operations \$4,830 City Dock Slip Fee \$342.50 is in Marina Budget) May see an increase for 2026.		6,000	0	0.00%			2,415	6,000	4,830	4,830	6,124
133	4900437	July 4th Fireworks (Chamber of Commerce Donation)		1,500	0	0.00%			1,500	1,500	1,500	1,500	1,500
134		<b>MISC. TOTAL</b>		<b>71,900</b>	<b>16,327</b>	<b>29.38%</b>	<b>6.94%</b>		<b>30,202</b>	<b>55,573</b>	<b>49,574</b>	<b>50,564</b>	<b>46,292</b>
135													
136		<b>Subtotal</b>		<b>895,847</b>	<b>13,802</b>	<b>1.56%</b>			<b>490,171</b>	<b>882,045</b>	<b>896,302</b>	<b>797,962</b>	<b>911,303</b>
137													
138		<b>CONTINGENCY &amp; FUND TRANSFERS</b>											
139	4900439	Contingency		0	0	0.00%			0	0	0	0	0
140	4320500	Transfer to Road Improvement Fund		140,000	40,000	40.00%			0	100,000	140,000	140,000	124,000
141	4900500	Transfer to Bridge Fund		0	0	0.00%			0	0	0	0	0
142	4900720	General Fund Transfer Out		0	0	0.00%			0	0	0	0	0
143		<b>CONTINGENCY &amp; FUND TRANSFER TOTAL</b>		<b>140,000</b>	<b>40,000</b>	<b>40.00%</b>	<b>13.52%</b>		<b>0</b>	<b>100,000</b>	<b>140,000</b>	<b>140,000</b>	<b>124,000</b>
144													
145		<b>Total Expenses</b>		<b>1,035,847</b>	<b>53,802</b>	<b>5.48%</b>			<b>308,374</b>	<b>982,045</b>	<b>1,036,302</b>	<b>937,962</b>	<b>1,035,303</b>
146													
147	\$440,235	<b>GENERAL FUND YEAR-END CASH BALANCE</b> (Goal: 35%-50% of Operating Expenditures)		<b>298,704</b>						<b>298,704</b>	<b>292,877</b>	<b>#REF!</b>	<b>#REF!</b>
148		Percent of Total Expenses		<b>28.84%</b>						<b>30.42%</b>	<b>28.26%</b>	<b>#REF!</b>	<b>#REF!</b>
149		<b>SEWER ENTERPRISE FUND</b> This fund may be used for any city purpose. Goal: \$400,000.											
150	6023100	REVENUE: Grant Revenue			0	0.00%				0	0	0	39,739
151	6023220	REVENUE: Other Income (SAC charges)			0	0.00%				0	0	0	0
152	3023400	REVENUE: *Sewer to County*			0	0.00%				0			0
153	6023401	REVENUE: Sewer Use Charges (\$400x375 hookups 2024 to \$428 2025)		160,500	10,500	7.00%			5,149	150,000	1,994	99,000	101,901
154	6023402	REVENUE: Late Charges & Penalties			0	0.00%				0	28	250	0
155	6023403	REVENUE: Delinquent Sewer Payments Received		2,000	0	0.00%			328	2,000	0	150	2,162
156	6023404	REVENUE: Delinquent Sewer Late Fees Received			-100	-100.00%				100	0	0	134
157	6023405	REVENUE: Interfund Transfer In			0	0.00%				0	0	0	0
158	6023408	REVENUE: Permit Fees		400	-200	-33.33%			75	600	150	300	800
159	6026100	REVENUE: Special Assessments			0	0.00%				0	0	0	0
160	6027100	REVENUE: Excelsior Blvd. Watermain Project (Assessment Payments)			-4,000	-100.00%				4,000	749	5,000	6,354
161		<b>TOTAL REVENUE</b>		<b>162,900</b>	<b>6,200</b>	<b>3.96%</b>			<b>5,552</b>	<b>156,700</b>	<b>2,921</b>	<b>104,700</b>	<b>151,090</b>
162	6024303	EXPENSE: Engineering Sewer		10,000	-10,000	-50.00%			1,653	20,000	3,464	20,000	23,399
163	6024304	EXPENSE: Excelsior Sewer Fee		5,000	0	0.00%				5,000	0	0	0
164	6024309	EXPENSE: Met Council (2024 number from Met Council \$69,634)		70,350	716	1.03%			35,727	69,634	12,715	25,429	30,696
165	6024310	EXPENSE: Public Works Sewer (20% Deephaven invoice) (Includes Gopher State One Call 2022+)		40,000	2,000	5.26%				38,000	14,683	20,000	35,225
166	6024381	EXPENSE: Utility Services - Electric & Gas		4,000	0	0.00%			1,383	4,000	1,839	3,400	3,561
167	6024404	EXPENSE: Repair & Maintenance		10,000	0	0.00%			659	10,000	4,996	1,600	13,604



# 2025 Greenwood Draft Budget 07.17.24

	A	B	C	D	E	F	G	H	I	J	K	L	M
1				2025 Budget	\$ Change	% Change	% Total Budget		2024 June YTD	2024 Budget	2023 Actual	2023 Budget	2022 Actual
168	6024410	EXPENSE: Excelsior Blvd. Watermain Project (Henn Cty Special Assessment Fee)			-300	-100.00%				300	358	400	360
169	6024439	EXPENSE: Misc. (Forms, Printing, Insurance, Public Notices, 2021 Gopher State One Call)		500	0	0.00%		250	500	118	450		1,123
170	6024530	EXPENSE: Capital Outlay (I&I Projects, Etc.)		14,000	0	0.00%			14,000	0	14,000		-16,397
171	6024720	INTERFUND TRANSFER OUT: To General Fund (20% of sewer use fees for adm. costs)	10%	16,050	-14,370	-47.24%			30,420	0	19,800		19,800
172		TOTAL EXPENSE		169,900	-21,954	82.58%		39,672	191,854	38,173	105,079		111,371
173		Net Total		-7,000	28,154	-80.09%			-35,154	-35,252	-379		39,719
174		SEWER ENTERPRISE FUND CASH BALANCE		343,055					350,055	385,209	#REF!		#REF!
176	<b>STORMWATER SPECIAL REVENUE FUND</b> This fund may be used for any city purpose.												
177	5023400	REVENUE: *Stormwater to County*			0	-100.00%							0
178	5023401	REVENUE: Stormwater Use Charges (\$76 to \$82 per year 2025)		32,900	2,400	7.87%		1,371	30,500	507	30,500		27,117
179	5023403	REVENUE: Delinquent Stormwater Payments Received			0	-100.00%		96	0	0	0		481
180	5023404	REVENUE: Delinquent Stormwater Late Fees Received			0	-100.00%			0	8	0		39
181	5023405	REVENUE: Stormwater Other Revenue (Grants, etc)			0	-100.00%			0	0	0		0
182	5024406	INTERFUND TRANSFER IN			0	-100.00%			0	0	0		0
183	5024303	EXPENSE: Engineering Stormwater		5,000	-1,000	-16.67%		1,903	6,000	4,249	4,000		4,903
184	5024310	EXPENSE: Public Works Stormwater (5% Deephaven invoice)		9,600	3,600	60.00%			6,000	1,879	5,000		14,408
185	5024319	EXPENSE: Equipment and Maintenance		3,000	0	0.00%			3,000	0	3,000		0
186	5024409	EXPENSE: Street Sweeping		2,500	-400	-13.79%		1,150	2,900	2,697	2,700		2,383
187	5024439	EXPENSE: Misc. (EPA Fee, Public Notices, Etc.)		300	-100	-25.00%			400	224	250		83
188	5024530	EXPENSE: Capital Outlay		0	0	-100.00%			0	0	0		904
189	5024720	INTERFUND TRANSFER OUT: To General Fund (20% of budgeted rev. for adm. costs)	10%	3,290	-2,810	-46.07%			6,100	0	6,100		5,187
190		Net Total		9,210	3,110	-35.45%		-1,586	6,100	-8,534	9,450		-231
191		STORMWATER SPECIAL REVENUE FUND CASH BALANCE		-6,321					-15,531	-21,631	#REF!		#REF!
193	<b>PARK SPECIAL REVENUE FUND</b> This is a dedicated fund for park "acquisitions" only. Cannot be used for maintenance.												
194	4036230	REVENUE: Park Dedication Fees		0	0	0.00%			0	0	0		0
195	4015100	EXPENSE: Park Improvements		0	-39,304	-100.00%		1,100	39,304	0	0		0
196		Net Total		0	39,304	-100.00%			-39,304	0	0		0
197		PARK FUND CASH BALANCE		-3,544					-3,544	35,760	#REF!		#REF!
199	<b>MARINA ENTERPRISE FUND</b> This fund may be used for any city purpose. Goal: \$350,000 Permanent Dock as of 06/2024; \$195,000 Floating Dock as of 06/2024												
200	6053201	REVENUE: Slip Fees 2023: \$1,675x14 slips, \$1,800x12 slips; \$300x1 sailboat; \$50x12 canoes 2024: \$1,725x13 slips, \$1,850x12 slips; \$300x1 sailboat; \$50x12 canoes 2025: \$1,725x13 slips, \$1,850x12 slips; \$300x1 sailboat; \$50x12 canoes		45,525	-1,325	-2.83%			46,850	43,192	46,250		44,200
201	6054309	EXPENSE: Professional Services (Dock In and Out, Weed Removal)		7,000	-1,500	-17.65%			8,500	2,340	8,500		12,854
202	6054310	EXPENSE: Public Works City Docks (2% Deephaven invoice)		3,800	1,800	90.00%			2,000	0	500		0
203	6054439	EXPENSE: Misc. (LMCD Multi-Dock License \$342.50, Insurance \$873)		1,300	0	0.00%			1,300	0	3,800		2,500
204	6054590	EXPENSE: Capital Outlay		0	0	-100.00%			0	0	0		0



# 2025 Greenwood Draft Budget 07.17.24

	A	B	C	D	E	F	G	H	I	J	K	L	M
1				2025 Budget	\$ Change	% Change	% Total Budget		2024 June YTD	2024 Budget	2023 Actual	2023 Budget	2022 Actual
205	6054720	OPERATING TRANSFER: To General Fund		20,000	-5,000	-20.00%				25,000	0	20,000	20,000
206	6054721	ADMINISTRATIVE EXPENSE: To General Fund (20% of budgeted rev. for adm. costs)	10%	4,553	-4,818	-51.41%				9,370	0	9,250	8,930
207		Net Total		8,873	8,193	1204.78%			0	680	40,852	4,200	-84
208		MARINA ENTERPRISE FUND CASH BALANCE		124,599						115,726	115,046	#REF!	#REF!
210	<b>BRIDGE CAPITAL PROJECT FUND</b> This fund was created in 2010. The funds may be used for any city purpose. Goal: \$200,000												
211	4035100	REVENUE: Transfer from General Fund		0	0	0.00%				0	0	0	0
212	4035303	EXPENSE: Engineering		10,000	0	0.00%				10,000	3,048	0	12,531
213	4035304	EXPENSE: Legal Services		0	0	0.00%				0	0	0	0
214	4035320	EXPENSE: Bridge Fund Transfer OUT to Other Funds		0	0	0.00%				0	0	0	0
215	4035530	EXPENSE: Capital Outlay		0	0	0.00%				0	0	0	0
216		Net Total		-10,000	0	0.00%				-10,000	-3,048	0	-12,531
217		BRIDGE CAPITAL PROJECT FUND CASH BALANCE		160,259						170,259	180,259	#REF!	#REF!
219	<b>SPECIAL PROJECT FUND</b> This fund was created in 2013.												
220	3016103	REVENUE: Donations		0	0	0.00%				0	0	0	0
221	3016210	REVENUE: Security Deposits		0	0	0.00%				0	0	0	0
222	4700603	EXPENSE: Special Projeccts		0	0	0.00%				0	0	0	0
223		Net Total		0	0	0.00%				0	0	0	0
224		SPECIAL PROJECT FUND CASH BALANCE		11,406						11,406	11,406	#REF!	#REF!
226	<b>ROAD IMPROVEMENT FUND</b> This fund was created in 2014. The funds may be used for any city purpose. Goal: \$180K per year.												
227	4510000	REVENUE: Transfers from General Fund and Other Funds		140,000	40,000	40.00%				100,000	0	140,000	124,000
228	4510100	REVENUE: Misc. Revenue - State TAA \$22,411 est 2025		26,000	26,000	0.00%		1,641		0	0	0	0
229	4044303	EXPENSE: Engineering Expenses, Public Notices, Etc.		20,000	-10,000	-33.33%		4,952		30,000	18,292	0	67,240
230	4045100	EXPENSE: Capital Outlay		140,000	40,000	40.00%				100,000	3,779	0	261,537
231		Net Total		6,000	36,000	-120.00%		-3,311		-30,000	-22,071	140,000	-204,777
232		ROAD IMPROVEMENT FUND CASH BALANCE		-162,722						-168,722	-138,722	#REF!	#REF!
234		Total Cash Balance											1,404,745

## SECTION 510. FEES: LICENSES, PERMITS, AND SERVICES.

### Section 510.00. Fees: Licenses, Permits and Services Established.

Subd.1. The following fees for licenses, permits and municipal services have been established by the city council. No person, partnership, corporation, or other association shall engage in the following types of activity without paying the fee listed.

Type of License, Permit, or Fee	Section	Fee	Conditions & Terms
Advertisement Tube License	490.00	\$25	Annual per tube
Alarm Fees:			
False Alarm Fee	455.10	\$150 for 3rd false alarm in a calendar year. \$150 for each additional false alarm in a calendar year.	One fee is paid per incident whether fire, police, or both respond to the false alarm.
Alarm Non-Compliance Fine	455.35	\$1,000	According to state statute
Animal Fees:			
Dangerous Animal Registration	445.65	Determined by police department.	Plus proof of \$100,000 insurance
Blasting Permit	910.20	\$1,000	Council approval required
Boat Launch Permit Sticker (for Meadville boat launch):			
Resident	425.45	Available by request (administrator@greenwoodmn.com, 952.474.6633).	Proof of residency required.
Building-Related Fees:			
Building Permit	300.10 1140.17 subd 2	Per current Minnesota State Building Code, plus \$200 for projects that increase hardcover by 200 sq ft or more and for projects that received a hardcover variance.	
IPM Code Book	320.30	\$100	Per copy
Electrical Permit Fees	300.07	Per the city of Minnetonka's fee schedule.	
Excavation / Filling Permit	440.00	1.5% of the project cost.	
Excavation Permit: Temporary	1140.50	The fee is the cost incurred by the city for the review of the excavation plan.	Council approval required plus proof of bonding to cover expense of development plan.
Excavation Permit: Street / Sewer	640.30 & 640.95	The fee is the cost incurred by the city for the review of the excavation plan.	Plus surety bond as determined by city engineer.
Heating, Ventilating, AC, Refrigeration Permit Fees	300.07	Per the city of Minnetonka's fee schedule.	
Moving Permit	300.20	1.5% of the project cost.	
Parking Permit for Building Project (see parking permits)	305.00	\$500	Per project
Permit to Extend Completion of Exterior Work	300.30	\$400 for first 60-day extension (administrative) \$600 for an additional extension (council)	Required per structure
Plumbing Permit Fees	300.07	Per city of Minnetonka's fee schedule.	
Tree Removal / Construction-Related	1140.80	\$350	Per application
Burning Permit:			
Recreational	475.10	No permit required	
Non-Recreational	475.10	\$100	Per instance
City Code Book (binder with tabs and photocopies)		\$200	
Dock Fees:			
Municipal St. Alban's Bay Dock Permit	425.30 (5)	\$1725 slips 1A, 1B, 1C, 1-11. \$1850 slips 1D, 12-22.	Per slip, per season
Municipal Sailboat Space Permit	425.30 (5)	\$300	Per slip, per season
Municipal Canoe / Kayak Permit	425.30 (5)	\$50	Per space, per season
Duplicate Permit / License	400.15	\$50	Per instance
Excavation Permit: Temporary	1140.50	The fee is the cost incurred by the city for the review of the excavation plan.	Council approval required plus proof of bonding to cover expense of development plan.
Excavation Permit: Street / Sewer	640.30 & 640.95	The fee is the cost incurred by the city for the review of the excavation plan.	Plus surety bond as determined by city engineer.
Fireworks Permit	900.55	\$400	Council approval required
Gambling License	915.15	\$200	Council approval required

Garage Sale Permit (more than 1 in 12-month period)	450.25	\$150 per event, plus proof of insurance: \$300,000 per person, \$500,000 per incident, \$50,000 property damage.	
Garbage / Refuse Collector License	475.20	\$100 per year, plus proof of insurance: \$100,000 per person, \$500,000 per incident, \$100,000 property damage	
Gasoline Station / Auto Repair License	420.15	\$500 per site per year, plus proof of commercial general liability by an insurance company licensed to do business in the state of Minnesota with a limit of liability of not less than \$1,500,000 per occurrence for bodily and property damage and loss of means of support with the "City of Greenwood" named as an additional insured on the policy. The liability policy must provide that it may not be cancelled for any cause either by the insured or the insurance company without first giving 10 days notice to the city in writing of that intention. The policy also must provide that any amount paid by the insurance company as a result of a claim will not reduce the coverage available to pay subsequent claims.	
Home Occupation License	480	\$100	Annual. City council approval required. The city council may impose conditions.
Liquor Fees			
Off-Sale Non-Intoxicating License	800.15 & 800.35	\$100 per year plus commercial general liability by an insurance company licensed to do business in the state of Minnesota with a limit of liability of not less than \$1,000,000 per occurrence for bodily and property damage and loss of means of support with the "City of Greenwood" named as an additional insured on the policy. The liability policy must provide that it may not be canceled for any cause either by the insured or the insurance company without first giving ten days notice to the city in writing of that intention. The policy also must provide that any amount paid by the insurance company as a result of a claim will not reduce the coverage available to pay subsequent claims. Businesses with projected liquor sales of less than \$50,000 per year are only required to comply with the minimum insurance requirements in Minnesota state statutes.	
Off-Sale Non-Intoxicating, Investigation Fee	800.30	\$500 plus all costs and expenses associated with investigation outside of MN as allowable by state statute	
On-Sale Non-Intoxicating Temporary License	800.15	\$100 plus the minimum insurance requirements in Minnesota state statutes. License good for no more than 3 consecutive days	
On-Sale Intoxicating License	820.40 & 820.45	\$10,000 per year plus commercial general liability and dram shop insurance by an insurance company licensed to do business in the state of Minnesota with a limit of liability of not less than \$1,000,000 per occurrence for bodily and property damage and loss of means of support with the "City of Greenwood" named as an additional insured on the policy. The liability policy must provide that it may not be canceled for any cause either by the insured or the insurance company without first giving ten days notice to the city in writing of that intention. The policy also must provide that any amount paid by the insurance company as a result of a claim will not reduce the coverage available to pay subsequent claims.	
On-Sale Intoxicating, Wine License	820.40	\$2,000	Annual
On-Sale Intoxicating, Sunday License	820.40	\$200	Annual
On-Sale Intoxicating, Delimited License	820.40	\$2,500	Annual
On-Sale Intoxicating, Investigation Fee	820.35	\$500 plus all costs and expenses associated with investigation outside of MN as allowable by state statute	
On-Sale Intoxicating, Investigation Fee for Renewal Applications or Change of Status	820.35	\$250 per person to be investigated (not to exceed \$500)	Annual
Load Limit Fees			
Per Trip Special Operating Permit (not available when load limit signs are flagged for spring season load restrictions)	730.00	\$100	Per round trip. Not required for building projects exceeding \$20,000 in value.
Per Trip Emergency Load Limit Waiver (must be approved by the Administrative Committee)	730.00	\$500 + costs incurred by the city for any damage to city rights-of-way	Per round trip.
Blanket Special Operating Permit	730.00	20% of the Building Permit or Moving Fee	Required for building projects exceeding \$20,000 in value.
Mailing List of City Utility Billing Database		\$200	Per instance
Misc. Petitions to the City for Legal Consent or Releases Application Fee		\$200 plus consultant and contract service provider expenses incurred by the city as they exceed the base fee amount	Per application
Mobile Home Park Permit Fee	405.40	\$400	Annual

Mobile Home 15-Day License	405.40	\$200	Per instance
Mobile Home Temporary Residence License	405.40	\$200	Per instance
Parking Fees:			
Parking Permit for Building Project (see building-related fees)	305.00	\$500	Per project
Temporary Parking Permit	710.05	\$50	Charged on a per event basis. Fee will be refunded in cases where the permit is revoked due to inclement weather.
Peddler Permit	465.10	\$500	For 6 months
Photocopies	125.00	\$0.25 for black and white, \$1 for color	Per copy
Recycling Collection Fee	475.30	\$112	Annually
Rental Property License	320.30	\$50 per unit	Annual
Right-of-Way Fees:			
Delay Penalty	630.03	\$200 per day	
Encroachment Permit	630.21	Council approval required. Fee will be determined by the city council.	
Excavation, Obstruction, or Small Wireless Facility Permit	630.04 630.06 630.09	\$500, plus deposit for right-of-way restoration in addition to a certificate of insurance for at least \$2 million naming the city as an additional insured, verifying that the applicant is insured against claims for personal injury, death, or property damages associated with work in the right-of-way, and requiring 30-day notice to the city of cancellation or material modification of the policy. The actual restoration costs shall be determined and paid by the permittee or refunded on completion of the project. NOTE: FEES ARE ESTABLISHED IN ACCORDANCE WITH MN STATE STATUTES 237.162 & 237.163 OR ANY ORDINANCE ENACTED UNDER THOSE SECTIONS.	Paid with permit application.
Small Wireless Collocation Agreement Fees (for locations on city-owned poles or structures)	630.05	(a) Up to \$150 per year for rent to collocate on the city structure. (b) \$25 per year for maintenance associated with the collocation. (c) A monthly fee for electrical service as follows: \$73 per radio node less than or equal to 100 maximum watts; \$182 per radio node over 100 maximum watts; or the actual costs of electricity, if the actual cost exceed the foregoing. NOTE: FEES ARE ESTABLISHED IN ACCORDANCE WITH MN STATE STATUTES 237.162 & 237.163 OR ANY ORDINANCE ENACTED UNDER THOSE SECTIONS.	Paid with permit application.
Sanitary Sewer Non-Compliance Surcharge: Residential	310.30 5(f)	\$300	Quarterly
Sanitary Sewer Non-Compliance Surcharge: Commercial	310.30 5(f)	\$750	Quarterly
Security Deposit / Security Agreement for Landscaping	1140.60	The greater of \$1500 or 2% of the building value submitted on the building permit application. The fine is the greater of \$1000 or .4% of the building value submitted on the building permit application for each month (or part thereof) after 12 months the landscaping or conditions remain uncompleted.	See section 1140.60 for more information (including details about the security agreement option).
Security Deposit / Security Agreement for Performance of Conditions of a Variance or Conditional Use Permit Grant	1140.60 1150.20 1155.17	Security Deposits / Agreements must be approved by the city council. If approved, the city council shall set the fee amount.	See sections 1150.20 (conditional use permits) or 1155.17 (variances) for more information (including details about the security agreement option).
Sewer Fees:			
Lateral Connection Fee		\$2500	Per instance
Sewer Access Charge (SAC)		As set by the Metropolitan Council, plus \$1000	
Cap Fee		\$100	Per instance
Re-Connection Fee		\$100	Per instance
Repair Permit Fee		\$75	Per instance
Residential Rate	310.56	\$400 per residential sanitary service unit	Annually

Commercial Rate	310.56	\$400 per commercial sanitary service unit	Annually
Sewer / Recycling / Stormwater Delinquent Accounts:			
Late Fee	310.56, 311.00 & 475.30	1% of the delinquent amount per month (12% annually).	Certified to county annually.
Assessment Amounts	310.56, 311.00 & 475.30	The total delinquent amount including late fees, plus 12% per year once certified to the county, in addition to any fees charged by the county.	Certified to county annually.
Showcase Event Permit	450.25	\$400 per event, plus proof of insurance: \$300,000 per person, \$500,000 per incident, \$50,000 property damage.	
Sign Permit: Temporary	1140.40	\$50	Valid for 30 days. Limit 6 per year.
Stormwater Management Utility Fee:			
Residential	310.10	\$76	Annually
Commercial	310.10	3 x current residential rate	Annually
Street Excavation Permit	640.30	\$300	Per site
Subdivision-Related Fees:			
Simple Subdivision Fee	600.07	\$500 for administrative expenses plus \$1500 deposit towards consultant / contract service provider expenses incurred by the city, and \$100 for city cost to record with the county if applicant does not record within 30 days of council approval. If the consultant / contract service provider expenses are less than \$1500, the balance will be refunded to the applicant. If consultant / contract service provider expenses exceed \$1500, the applicant will be invoiced, and payment must be received prior to the mayor and clerk signing the resolution approving the subdivision.	
Preliminary Plat Application Fee	600.10	\$500 for administrative expenses plus \$1500 deposit towards consultant / contract service provider expenses incurred by the city. If the consultant / contract service provider expenses are less than \$1500, the balance will be refunded to the applicant. If consultant / contract service provider expenses exceed \$1500, the applicant will be invoiced, and payment must be received prior to the mayor and clerk signing the resolution approving the preliminary plat.	
Final Plat Application Fee	600.15	\$500 for administrative expenses plus \$1500 deposit towards consultant / contract service provider expenses incurred by the city, and \$100 for city cost to record with the county if applicant does not record within 30 days of council approval. If the consultant / contract service provider expenses are less than \$1500, the balance will be refunded to the applicant. If consultant / contract service provider expenses exceed \$1500, the applicant will be invoiced, and payment must be received prior to the mayor and clerk signing the resolution approving the final plat.	
Park Dedication Fee	600.35	8% of the assessor's land valuation for the entire parcel prior to subdivision on January 2 of the year of the final plat application.	
Tobacco License	415.04	\$250	Annual
Tree Removal Fees:			
Tree Removal Conditional Use Permit Shore / Bluff Impact Zone	1140.80	\$100	Per application
Exceed Permitted Tree Harvest	1140.80	\$100	Per application
Tree Removal / Construction-Related (see building-related fees)	1140.80	\$350	Per application
Zoning-Related Fees:			
Appeals of Alleged Error in Administration of Zoning Ord	1155.05	\$500 for administrative expenses plus \$1500 deposit towards consultant / contract service provider expenses incurred by the city. If the consultant / contract service provider expenses are less than \$1500, the balance will be refunded to the applicant. If consultant / contract service provider expenses exceed \$1500, the applicant will be invoiced, and payment must be received prior to the mayor and clerk signing the resolution.	Fee is per application. If the city council finds that an error was made, all fees paid shall be returned to the applicant.
Code Amendment Application Fee	1160.05	\$500 for administrative expenses plus \$1500 deposit towards consultant / contract service provider expenses incurred by the city. If the consultant / contract service provider expenses are less than \$1500, the balance will be refunded to the applicant. If consultant / contract service provider expenses exceed \$1500, the applicant will be invoiced, and payment must be received prior to the mayor and clerk signing the resolution.	Per application
Conditional Use Permit Application Fee	1150.15	\$500 for administrative expenses plus \$1500 deposit towards consultant /	Per application

		contract service provider expenses incurred by the city, and \$100 for city cost to record with the county if applicant does not record within 30 days of council approval. If the consultant / contract service provider expenses are less than \$1500, the balance will be refunded to the applicant. If consultant / contract service provider expenses exceed \$1500, the applicant will be invoiced, and payment must be received prior to issuance of the building permit.	
Conditional Use Permit Extension	1150.21	1st 1-year extension: \$50 (approved by zoning administrator). Subsequent 1-year extensions: \$350 (approved by city council).	
Grading Permit for Stand-Alone project	1140.19	\$500 for administrative expenses plus \$1500 deposit towards consultant / contract service provider expenses incurred by the city, and \$100 for city cost to record with the county if applicant does not record within 30 days of council approval. If the consultant / contract service provider expenses are less than \$1500, the balance will be refunded to the applicant. If consultant / contract service provider expenses exceed \$1500, the applicant will be invoiced, and payment must be received prior to issuance of the grading permit.	.Per application
Grading Permit for project in conjunction with a building permit, variance application, or conditional use permit application	1140.19	No Additional Fee	
Misc. Administrative Review Fee	Chapter 11	\$200	Per application
Preliminary Administrative Plan Review Fee	1105.00	5 hours no charge, then zoning administrator's rate	Per year, per property
Shoreland Compliance Review Fee	1176.03	\$200	Per application. Paid only once if paid at variance or CUP application prior to building permit application. Signage CUP applications are exempt from paying the Shoreland Compliance Review Fee.
Variance Application Fee	1155.25	\$500 for administrative expenses plus \$1500 deposit towards consultant / contract service provider expenses incurred by the city, and \$100 for city cost to record with the county if applicant does not record within 30 days of council approval. If the consultant / contract service provider expenses are less than \$1500, the balance will be refunded to the applicant. If consultant / contract service provider expenses exceed \$1500, the applicant will be invoiced, and payment must be received prior to issuance of the building permit.	Per application
Variance Extension	1155.10(9)	1st 1-year extension: \$100 (approved by zoning administrator). Subsequent 1-year extensions: \$350 (approved by city council).	

(SECTION 510 TABLE REVISED NOV 2022 ORD 325, MAY 2023 ORD 331, JUNE 2023 ORD 332, DEC 2023 ORD 337)

## SECTION 515. CIVIL FINES AND FEES.

### Section 515.00. Civil Fines and Fees Established.

To aid in the enforcement of the ordinance code, the following civil fines and fees authorized by chapter 12 of this code have been established by the city council:

Type of Violation	Section	Civil Fine	Notes
Animal Code Violation: Dog-At-Large 1st offense in 12-month period	445.15 445.30	\$100	In addition to impound fees
Animal Code Violation: Dog-At-Large 2nd offense in 12-month period	445.15 445.30	\$200	In addition to impound fees
Animal Code Violation: Dog-At-Large 3-plus offenses in 12-month period	445.15 445.30	\$300	In addition to impound fees
Animal Code Violation: Nuisance	445.15	\$300	
Building Code: Non Completion of Exterior	300.30	\$300	Each day a violation continues is subject to administrative civil citation
Gasoline Service Stations & Auto Repair Shops Code Violation	420.00	\$100	Each day a violation continues is subject to administrative civil citation
Liquor Code Violation: 60/40 Food/Liquor Sales 1st offense	820.70	\$2,000	1-year probation
Liquor Code Violation: 60/40 Food/Liquor Sales 2nd offense	820.70	\$4,000	7-day suspension of license and possible additional year probation
Liquor Code Violation: 60/40 Food/Liquor Sales 3rd offense in 10-year period	820.70	\$6,000	7-day suspension of license and possible revocation of license
Liquor Code Violation: Sale to Minor or Intoxicated Person, 1st offense in 24-month period	820.70	\$500	3-day suspension of license
Liquor Code Violation: Sale to Minor or Intoxicated Person, 2nd offense in 24-month period	820.70	\$1,000	3-day suspension of license. Proof of training completion.
Liquor Code Violation: Sale to Minor or Intoxicated Person, 3rd offense in 24-month period	820.70	\$1,500	3-day suspension of license. Proof of training completion. Possible revocation of license.
Liquor Code Violation: Sale to Minor or Intoxicated Person, 4th offense in 24-month period	820.70	\$2,000	3-day suspension of license. Proof of training completion. Possible revocation of license.
Rental Violation: 30-Day Leasehold Term Minimum	1140.05	\$1,000	Fine is per incident for violation of 30-day leasehold term minimum.
Rental Violation: Tenant Groups	1140.05	\$1,000	Fine is per incident for violation of the maximum of no more than 2 tenant groups within a 4-month period.
Rental Violation: Advertising	1140.05	\$100	Fine is for advertising a leasehold for less than the 30-day term minimum. Each day a violation continues is subject to administrative civil citation.
Rental Violation: Operating Rental Property Without a License	320.30	\$100	Fine is per day of operating rental property without a license.
Tobacco Code Violation: 1st Offense in 24-Months	415	\$300	
Tobacco Code Violation: 2nd Offense in 24-Months	415	\$600	
Tobacco Code Violation: 3rd Offense in 24-Months	415	\$1000	7-day suspension of license.
Tobacco Code Violation: Other	415	\$50	
Tree Harvest Without Permit	1140.80	\$1,000	Per tree
Penal Code Violation	900 et seq	\$300	Each day a violation continues is subject to administrative civil citation
Nuisance Code Violation	900 et seq	\$100	Each day a violation continues is subject to administrative civil citation
Zoning Code Violation	1100 et seq	\$300	Each day a violation continues is subject to administrative civil citation
City Code Violation Not Otherwise Designated		\$300	
Code Violation Fees	Section	Fee	Notes
Administrative Hearing Officer Fee	1210.25	\$200	Per instance
Late Fee	1210.50	10% of the fine amount. Applies for each 30-day period, or part thereof, that the fine is not paid.	

(SECTION 515 TABLE REVISED NOV 2021 ORD. 320, DEC 2023 ORD. 337)