

MINUTES

**1. CONVENE CITY COUNCIL REGULAR MEETING**

Mayor Labadie called the meeting to order at 7:01 P.M.

**A. Pledge of Allegiance**

**B. Roll Call**

Present. Mayor Labadie; Councilmembers Maddy (via electronic means), Sanschagrín, Gorham, and DiGruttolo; City Attorney Shepherd; City Administrator Nevinski; City Clerk/HR Director Thone; Planning Director Griffiths; Park and Recreation Manager Czech; and Communications and Recycling Coordinator Wilson

Absent: None

**C. Review Agenda**

**Sanschagrín moved, Gorham seconded, approving the agenda as presented.**

Upon a roll call vote, the motion passed.

**2. CONSENT AGENDA**

Mayor Labadie reviewed the items on the Consent Agenda.

Councilmember DiGruttolo noted that she was not on the Council to know the history related to item 2.D. at 5815 Club Lane and the hazardous building demolition agreement. She explained that she had gotten several emails related to this item and asked to move this item to the regular agenda so she could relay some of the questions that were asked within the emails.

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

**A. City Council Work Session Minutes of June 23, 2025**

**B. City Council Regular Meeting Minutes of June 23, 2025**

**C. Approval of the Verified Claims List**

**D. ~~5815 Club Lane Hazardous Building Demolition Agreement~~ (moved to 8.A)**

**E. Approve Public Works Leo New Hire**

**F. Pavement Management Software Renewal**

Upon a roll call vote, the motion passed.

**3. MATTERS FROM THE FLOOR**

**4. REPORTS AND PRESENTATIONS**

**A. Tour de Tonka – Minnetonka Community Education**

Kim Carlson, Executive Director of Minnetonka Community Education, gave a brief presentation on the Tour De Tonka, which is celebrating their twentieth year, and expressed her appreciation to the sponsors throughout the community. She noted that they currently have just over one thousand riders registered, but anticipate that they will end up closer to two thousand five hundred riders. She reviewed the five routes they were planning and noted that they were continuing to look for additional volunteers to assist with the event. She stated that since 2006, Tour De Tonka has raised over one hundred thousand dollars for the ICA food shelf. She thanked the local law enforcement and safety partners for their support and shared some comments received from participants who also recognized the importance of making safety a priority. She stated that Tour De Tonka would be on August 2, 2025.

Councilmember Sanschagrín asked what the key safety issues would be for the Tour De Tonka.

Ms. Carlson explained that the main thing would be keeping the riders safe due to the number of roads that would be used on the various routes.

Councilmember DiGruttolo asked if Ms. Carlson could give recommendations for the best locations for Shorewood residents to come and watch the race.

Ms. Carlson stated that she would have to take a closer look and get back to the Council with some possible suggestions for observation locations.

Mayor Labadie asked where people may access the route map from her presentation.

Ms. Carlson stated that they could go to the Minnetonka Community Education page or [www.tourdetonka.org](http://www.tourdetonka.org), which would have all of that information.

Councilmember Gorham stated that he had participated for the last five years, and they were due for some good weather.

Mayor Labadie asked if the new Community Education book had been released yet.

Ms. Carlson stated that it had and should have already been delivered to mailboxes and noted that registration opens on July 15, 2025.

**5. PARKS**

**A. Report by Commissioner Sylvester on June 24, 2025, Park Commission Meeting**

Commissioner Sylvester gave an overview of the discussion from the June 24, 2025, Park Commission meeting, as reflected in the meeting minutes.

Mayor Labadie noted that since the annual park tours by the Parks Commission were being done independently, she asked that they make sure to include Gideon Glen, which had been left out of the larger tours due to limited parking space.

Park and Recreation Director Czech stated that the Park Commission will meet next week, and he would encourage the Commissioners to make sure they tour Gideon Glen.

Mayor Labadie stated that she would like to see some sort of youth representative serve on the Parks Commission.

## **6. PLANNING**

### **A. Remove from Table: Subdivision Ordinance Code Amendments** **Location: City-Wide** **Applicant: City of Shorewood**

Mayor Labadie reminded the Council that they had tabled action on this item at the April 28, 2025, meeting until they were able to discuss the City water system, which took place at the June 9, 2025, meeting.

**Maddy moved, DiGruttolo seconded, Removing the Subdivision Ordinance Code Amendments from the table for discussion. Upon a roll call vote, the motion passed.**

Planning Director Griffiths reviewed the proposed code update process, outlined the project objectives, which included incorporating current City practices and reflecting the direction within the Comprehensive Plan. He reviewed the public meetings that had been held as part of the process of amending the code and explained where things stood. He stated that staff has formalized the recommendations from the Council and made a final draft, and noted that it was similar to what had been presented at the April 28, 2025, City Council meeting. He explained that overall, they reorganized the Code, made it easier for residents to understand, and eliminated the redundant and conflicting language and grammar issues from the existing document. He outlined the conclusions from the Council discussion related to municipal water and briefly reviewed the changes that had been made after this item was tabled at the April 28, 2025, Council meeting, and explained that there were no substantive policy changes.

Councilmember Sanschagrín asked how many properties would be affected by this code amendment.

Planning Director Griffiths stated that the Subdivision Ordinance would apply City-wide, but realistically would apply to properties that have development potential and noted that he believed that there were about fourteen properties that had the potential for substantial development, meaning six or more homes on them, which equated to about two hundred and twelve connections to City water.

Councilmember Sanschagrín asked if duplexes would be part of this or if they were something separate.

Planning Director Griffiths stated that duplexes were possible within this ordinance and shared different scenarios and situations where it would or would not apply.

Councilmember Sanschagrín asked if financing options were included in this amendment or if that was something still needing consideration.

Planning Director Griffiths stated that the Subdivision Ordinance does not contemplate how property owners will pay for public improvements, but noted that typically, the rationale is that the development should pay for itself. He stated that he had seen public financing options in other communities, but reiterated that would be outside the scope of the Subdivision Ordinance.

**DiGruttolo moved, Gorham seconded, Adopting ORDINANCE 617, “An Ordinance Amending Shorewood City Code Title 900, Public Right-of-Way, and Property and Title 1200, Zoning and Subdivision Regulations.”**

Upon a roll call vote, the motion passed.

**Gorham moved, Maddy seconded, Adopting RESOLUTION NO. 25-064, “A Resolution Authorizing a Summary Publication of Ordinance 617.”**

Upon a roll call vote, the motion passed.

**7. ENGINEERING/PUBLIC WORKS**

**8. GENERAL/NEW BUSINESS**

**A. 5815 Club Lane Hazardous Building Demolition Agreement (formerly Consent Agenda item 2.D.)**

Councilmember DiGruttolo explained that the questions she had gotten via email were related to how the demolition was going to be done and had asked her to drive down the road so she could see how narrow it was. She stated that she just wanted more detailed information about how they were planning to accomplish this demolition without destroying properties on either side.

Planning Director Griffiths explained that the contractor had visited the site alongside City staff, so they were all aware of how tight Club Lane is in the area. He stated that there is a lot of room on the property for the contractor to store equipment and materials while they are working. He stated that after this contract is approved, staff was planning to hold a pre-construction meeting with them and noted that the City had already made some of their expectations clear. He stated that the contractor had not determined what equipment would be used in this situation, but explained that it does not necessarily require large equipment to tear down a house.

Councilmember DiGruttolo stated that she had noticed that there was no City right-of-way in the area, and it appeared as though the properties went to the roadway and even had giant rocks and poles to protect their grass. She suggested that this may be something that the City considers addressing in the future.

City Administrator Nevinski stated that there is a narrow right-of-way and believed that this had been on former Planning Director Darling’s radar, as more of a long-term process.

Planning Director Griffiths stated that the original development in the area was done in 1900 and agreed that this was something that should be addressed when they get a public development project in the neighborhood, because the road is very narrow.

**DiGruttolo moved, Gorham seconded, to Approve the Agreement with Bollig and Sons, Inc. to complete hazardous building demolition and related site restoration at 5815 Club Lane, and to authorize the City Administrator to execute and administer the agreement.**

Upon a roll call vote, the motion passed.

## **9. STAFF AND COUNCIL REPORTS AND DISCUSSION**

### **A. Staff**

#### **1. Communications Update**

Communications and Recycling Coordinator Wilson gave a brief overview of the communication efforts that had taken place from April through June of 2025, reviewed social media and website statistics, the *Shore Report*, the Spring Clean-up Flyer, and other printed materials that they put together for the City.

Councilmember DiGruttolo asked about the increased numbers from the month of May.

Communications and Recycling Coordinator Wilson stated that he believes some of that was driven by Public Works Week and the beginning of some of the City's road construction projects.

Councilmember Sanschagrín stated that he had gotten feedback from residents that the visibility of the data that was available through SeeClickFix was not there, and asked what the City may be able to do to replace some of that visibility.

Communications and Recycling Coordinator Wilson noted that the City could pull the same data if he had more specific information on what data people were looking for.

### **Other**

Parks and Recreation Director Czech reminded the Council and residents that the Park Master Plan survey was live and encouraged people to share this information so the City is able to get a lot of feedback. He reminded the Council that Concert in the Park was July 17, 2025, sponsored by Midco, beginning around 6:00 p.m., with the Shalo Lee Band and Bach to Rock. He noted that the City had put out an RFP for an SCEC facilities study/task force and will update the Council as more information becomes available at the end of the month.

Planning Director Griffiths welcomed City Planner Aaron to the City and noted that the next Planning Commission meeting would be on August 19, 2025, due to Night to Unite taking place on their usual meeting night.

City Clerk/HR Director Thone stated that the City's new LEO, Robert Hochsprung, would begin on July 28, 2025. She explained that the City had received one hundred and forty-seven applications for the Administrative Assistant position and noted that they would be interviewing ten of the candidates on July 17, 2025.

City Administrator Nevinski stated there is a lot of soil being moved in Tonka Bay and noted that there was an article published in today's *Star Tribune* about the project. He stated that the Highway 7 transportation management program work had begun with the expectation that the kick-off meeting would take place in August or just after Labor Day. He noted that the City planned to put out an RFP next week for auditing services.

**B. Mayor and City Council**

Councilmember Gorham suggested that he would like to see that Mayor Labadie be more centralized at the dais and noted that this may need to be included in the By-laws discussion, but wanted to bring it up to the Council.

City Administrator Nevinski explained that there had been scheduling difficulties in finding time at the upcoming meetings for the By-laws discussion and noted that he currently has it slated for discussion at the September 8, 2025, meeting. He stated that discussion would be a great time for the Council to make these kinds of changes and discuss how they wanted to see things get done.

Councilmember Sanschagrín stated that something that would make him a more effective Councilmember would be adding an agenda item that lays out what their future agenda items were expected to be, so he did not have to just be reactive to the packet that he received on Thursday evenings.

Councilmember DiGruttolo agreed that it can sometimes be stressful to receive a thick packet on Thursday evening and have to review it all before the meeting.

City Administrator Nevinski noted that staff have a general schedule of items coming up on future agendas and stated that they could start including that in the Council packets. He noted that this may change and make it easier to access the information once the new agenda software is implemented in the fall.

Mayor Labadie stated that the SLMPD is involved in budget discussions, so there will be some modified information presented to the Council in the future. She noted that earlier today, she had attended the Regional Council of Mayors meeting and noted that the July meeting asks them to bring along their local school superintendents. She noted that David Law, the Minnetonka School District Superintendent, has been elected to the School Superintendent's National Board and is currently serving as president, which is a big honor. She stated that Councilmembers DiGruttolo, Maddy, City Clerk/HR Director Thone, City Attorney Shepherd, and she had attended the League of Minnesota Cities conference in Duluth.

Councilmember Gorham stated that one thing that popped into his mind was what the Excelsior Chamber of Commerce had reported about the Fourth of July and stated that they would no longer be hosting fireworks or the annual race, based on their legal status, and were looking for someone else to run it.

**10. ADJOURN**

**Sanschagrín moved, DiGruttolo seconded, Adjourning the City Council Regular Meeting of July 14, 2025, at 8:11 P.M.**

Upon a roll call vote, the motion passed.

ATTEST:

  
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Sandie Thone, City Clerk

  
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Jennifer Labadie, Mayor