



AGENDA

Greenwood City Council Meeting

Wednesday, October 4, 2017
20225 Cottagewood Road, Deephaven, MN 55331

Hearing devices are available from the recording technician.

The public is invited to speak when items come up on the agenda (comments are limited to 3 minutes).

The public may speak regarding other items during Matters from the Floor (see below).

- 7:00pm 1. CALL TO ORDER | ROLL CALL | APPROVE MEETING AGENDA
- 7:00pm 2. CONSENT AGENDA
Consent Agenda items are considered to be routine and are approved through one motion with no discussion by the city council. Council members may remove any Consent Agenda item for discussion and separate consideration under Other Business.
 - A. Approve: 09-06-17 City Council Worksession & Regular Meeting Minutes
 - B. Approve: August Cash Summary Report
 - C. Approve: August Certificates of Deposit Report
 - D. Approve: September Verifies, Check Register, Electronic Fund Transfers
 - E. Approve: October Payroll Register
- 7:05pm 3. MATTERS FROM THE FLOOR
This is an opportunity for the public to address the council regarding matters not on the agenda. Comments are limited to 3 minutes. Typically, the council will not take action on items presented at this time, but will refer items to staff for review, action, and / or recommendation for future council action.
- 7:10pm 4. PRESENTATIONS, REPORTS, GUESTS, AND ANNOUNCEMENTS
 - A. Prosecutor Ken Potts: Annual Prosecution Update
- 7:20pm 5. PUBLIC HEARING
 - A. Public Hearing: Delinquent Sewer, Stormwater, and Recycling Charges
- 7:25pm 6. ACTION RELATED TO PUBLIC HEARING
 - A. Consider: Res 20-17, Delinquent Sewer, Stormwater, and Recycling Charges
- 7:30pm 7. PLANNING, ZONING & SUBDIVISION ITEMS
 - A. None
- 7:30pm 8. UNFINISHED BUSINESS
 - A. 1st Reading: Ord 272, Amending Code Section 630 Regarding Right-of-Ways and Small Wireless Facilities & Res 21-17, Summary of Ord 272 for Publication
- 7:40pm 9. NEW BUSINESS
 - A. Discuss: Potential Installation of Engine-Braking Signs on Westbound Hwy 7
 - B. Discuss: Potential Change of the Timing of the Christmas Lake Rd Traffic Signal
 - C. 1st Reading: Ord 273, Updating Chapter 5 Fees
 - D. Consider: Res 22-17, MCES Grant Application for Sanitary Sewer Improvement Work
- 8:00pm 10. OTHER BUSINESS
 - A. None
- 8:00pm 11. COUNCIL REPORTS
 - A. Conrad: Planning Commission
 - B. Cook: Lake Minnetonka Conservation District, Public Works Committee
 - C. Fletcher: Lake Minnetonka Communications Commission, Fire, Administrative Committee
 - D. Kind: Police, Administrative Committee, Mayors' Meetings, Website
 - E. Quam: Minnetonka Community Education, Public Works Committee
- 8:15pm 12. ADJOURNMENT



Agenda Item: Consent Agenda

Summary: The consent agenda items are considered to be routine and are approved through one motion with no discussion by the city council. Council members may remove consent agenda items for further discussion. Removed items will be placed under Other Business on the agenda.

The consent agenda items are included in the hard copy of the full council packet and in the electronic version of the packet available at www.greenwoodmn.com.

Council Action: Required. Possible motion ...

1. I move the council approves the consent agenda items as presented.

MINUTES

Greenwood City Council Worksession and Regular Meeting

Wednesday, September 6, 2017
20225 Cottagewood Road, Deephaven, MN 55331



Worksession

1. CALL TO ORDER | ROLL CALL | APPROVE AGENDA

Mayor Kind called the worksession to order at 6:35pm.

Members Present: Mayor Kind; Councilmembers Kristi Conrad, Bill Cook, Tom Fletcher, and Bob Quam

Staff Members Present: None

Motion by Cook to approve the agenda. Second by Quam. Motion passed 5-0.

2. DISCUSSION: 2018 Budget & Fees

Fletcher suggested reducing the recycling fee and corresponding budget line item. He also suggested increasing the contingency line item by \$2000 to keep the overall tax levy close to a 0% increase. The council also discussed the timing of replacement for the city docks. The consensus of the council was for Cook to meet with the head of public works to discuss keeping an inventory of parts to maintain and extend the life of the current floating dock system. Cook will report back to the council in November. Kind recessed the worksession at 7:02pm, so the regular council meeting could begin and the council could complete the budget discussion under the budget agenda item on the regular agenda.

Regular Meeting

1. CALL TO ORDER | ROLL CALL | APPROVE AGENDA

Mayor Kind called the meeting to order at 7:03pm.

Members Present: Mayor Kind; Councilmembers Kristi Conrad, Bill Cook, Tom Fletcher, and Bob Quam

Staff Members Present: None

Motion by Kind to approve the agenda. Second by Cook. Motion passed 5-0.

2. CONSENT AGENDA

- A. Approve: 08-02-17 City Council Worksession Minutes
- B. Approve: 08-02-17 City Council Meeting Minutes
- C. Approve: July Cash Summary Report
- D. Approve: July Certificates of Deposit Report
- E. Approve: August Verifields, Check Register, Electronic Fund Transfers
- F. Approve: September Payroll Register

Fletcher requested item B be moved to item 10A for further discussion. Motion by Kind to approve the consent agenda items A, C, D, E, and F. Second by Quam. Motion passed 5-0.

3. MATTERS FROM THE FLOOR

None

4. PRESENTATIONS, REPORTS, GUESTS, AND ANNOUNCEMENTS

A. Senator Dave Osmek: Legislative Update

No council action taken. View presentation at LMCC-TV.org.

B. Announcement: 7pm on 12-06-17 is the 2018 Budget & Levy Comment Opportunity at the Deephaven Council Chambers, 20225 Cottagewood Road, Deephaven, MN 55331

No council action taken. View announcement at LMCC-TV.org.

5. PUBLIC HEARINGS

A. None

6. ACTION RELATED TO PUBLIC HEARINGS

A. None

7. PLANNING & ZONING ITEMS

None

8. UNFINISHED BUSINESS

A. None

9. NEW BUSINESS

A. Consider: Res 19-17, Approving 2018 Preliminary Budget

Motion by Fletcher that the city council approves resolution 19-17 approving \$637,879 as the preliminary tax levy for taxes collectible in 2018. Second by Quam. Motion passed 5-0.

B. Consider: Lake Minnetonka Communications Commission 2018 Budget

Motion by Fletcher that the city council approves the 2018 Lake Minnetonka Communications Commission budget as presented and directs the city clerk to forward a copy of this motion to the LMCC operations manager for LMCC records. Second by Cook. Motion passed 5-0.

C. 1st Reading: Ord 270, Amending Nuisance Code Chapter 9 to Prohibit Engine Braking

Motion by Cook that the city council (1) approves the 1st reading of ordinance 270 amending the nuisances chapter 9 to prohibit engine braking, (2) waives the 2nd reading of the ordinance, and (3) directs that the ordinance be submitted to the Sun-Sailor for publication. Second by Conrad. Motion passed 5-0.

D. 1st Reading: Ord 271, Amending Code Section 115 re: Time Period for Calculating Salaries

Motion by Cook that the city council (1) approves the 1st reading of ordinance 271 amending ordinance code section 115 to change the time period for calculating council salaries, (2) waives the 2nd reading of the ordinance, and (3) directs that the ordinance be submitted to the Sun-Sailor for publication. Second by Quam. Motion passed 5-0.

E. Discuss: Potential Ordinance Regarding Small Cell Wireless Facilities

Motion by Conrad that the city council directs that the 10-04-17 council agenda include a first reading for an ordinance regarding small cell wireless facilities. Second by Quam. Motion passed 5-0.

10. OTHER BUSINESS

A. Item 2B from Consent Agenda: Approve 08-02-17 City Council Meeting Minutes

Motion by Kind that the city council approves the 08-02-17 council minutes with the following revision: change item 11C to state that Councilman Fletcher was in attendance and presented a council report. Second by Quam. Motion passed 5-0.

11. COUNCIL REPORTS

A. Conrad: Planning Commission

No report, since the planning commission did not meet in August.

B. Cook: Lake Minnetonka Conservation District, Public Works Committee

No council action taken. View discussion at LMCC-TV.org.

C. Fletcher: Lake Minnetonka Communications Commission, Fire, Administrative Committee

No council action taken. View discussion at LMCC-TV.org.

D. Kind: Police, Administrative Committee, Mayors' Meetings, Website

No council action taken. *View discussion at LMCC-TV.org.*

E. Quam: Minnetonka Community Education, Public Works Committee

No council action taken. *View discussion at LMCC-TV.org.*

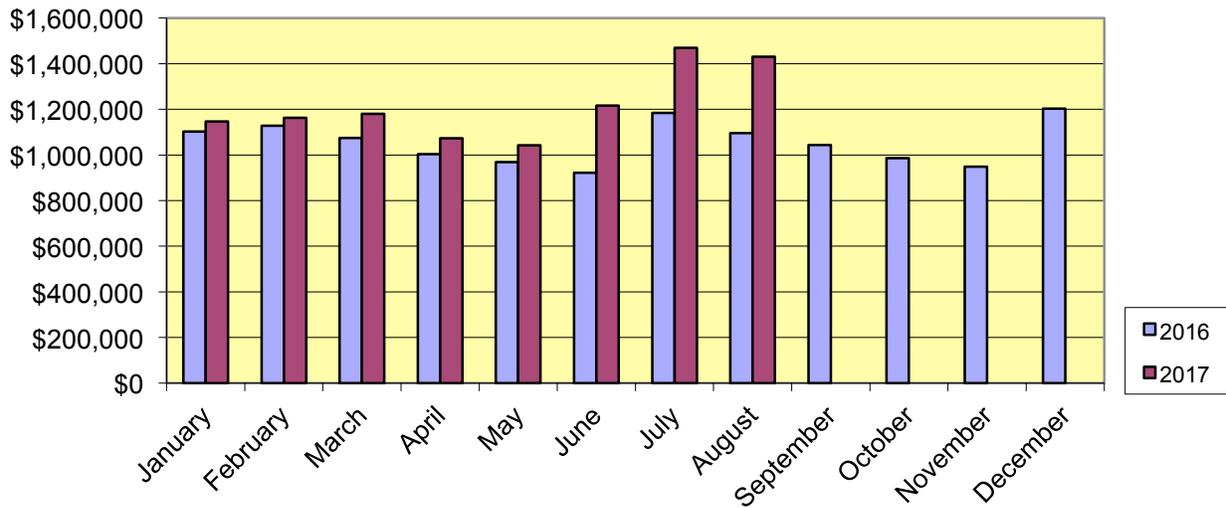
12. ADJOURNMENT

Motion by Cook to adjourn the regular meeting at 8pm. Second by Conrad. Motion passed 5-0.

Motion by Cook to adjourn the worksession at 8:01pm. Second by Quam. Motion passed 5-0.

This document is intended to meet statutory requirements for city council meeting minutes. A video recording was made of the meeting, which provides a verbatim account of what transpired. The video recording is available for viewing on LMCC TV channel 8 for 1 month, at www.lmcc-tv.org for 1 year, and on DVD at the city office (permanent archive).

City of Greenwood Monthly Cash Summary



Month	2016	2017	Variance with Prior Month	Variance with Prior Year
January	\$1,103,197	\$1,146,895	-\$56,730	\$43,698
February	\$1,128,257	\$1,162,355	\$15,460	\$34,098
March	\$1,074,726	\$1,180,149	\$17,794	\$105,423
April	\$1,003,064	\$1,073,772	-\$106,377	\$70,708
May	\$968,814	\$1,042,937	-\$30,835	\$74,123
June	\$922,082	\$1,216,488	\$173,551	\$294,406
July	\$1,184,900	\$1,469,592	\$253,104	\$284,692
August	\$1,095,742	\$1,430,595	-\$38,997	\$334,853
September	\$1,044,116		-\$1,430,595	-\$1,044,116
October	\$986,451		\$0	-\$986,451
November	\$948,462		\$0	-\$948,462
December	\$1,203,625		\$0	-\$1,203,625

Alerus Bank Checking	\$10,099
Bridgewater Bank Checking	\$45,678
Alerus Bank Money Market	\$773,360
Bridgewater Bank Money Market	\$12,161
Bridgewater Bank CD's	\$589,297
	\$1,430,595

ALLOCATION BY FUND

General Fund	\$401,854
Special Project Fund	\$167,947
General Fund Designated for Parks	\$16,756
Bridge Capital Project Fund	\$165,449
Road Improvement Fund	\$219,525
Stormwater Fund	\$50,302
Sewer Enterprise Fund	\$318,587
Marina Enterprise Fund	\$90,175
	\$1,430,595

GREENWOOD CERTIFICATES OF DEPOSIT

Report Date: 8/31/17

Acct #	Bank	Date	Term	Maturity	Rate	Amount
101-10411	Bridgewater Bank	09/08/16	13 month	10/08/17	1.00%	\$ 62,224.28
101-10409	Bridgewater Bank	12/01/16	15 month	03/01/18	1.00%	\$ 81,540.79
101-10412	Bridgewater Bank	01/06/17	15 month	04/06/18	1.00%	\$ 80,397.20
10110410	Bridgewater Bank	03/06/17	15 month	06/06/18	1.00%	\$ 80,201.64
10110407	Bridgewater Bank	04/06/17	15 month	07/06/18	1.00%	\$ 80,199.45
10110408	Bridgewater Bank	08/11/17	13 month	09/11/18	1.00%	\$ 60,653.71
101-10413	Bridgewater Bank	06/12/17	15 month	09/12/18	1.00%	\$ 62,376.15
101-10414	Bridgewater Bank	08/25/17	15 month	11/25/18	1.00%	\$ 81,703.82
TOTAL						\$ 589,297.04

CITY COUNCIL POLICY: 09-03-14 Motion by Roy to authorize the administrative committee to open CDs with a maximum initial maturity of 25 months with a combined maximum total CD balance of \$500,000 at Alerus Bank or Bridgewater Bank. Second by Cook. Motion passed 5-0.

11-02-16 Motion by Fletcher that the city council authorizes an increase from \$500,000 to \$600,000 for the city's maximum balance of certificate of deposit. Second by Roy. Motion passed 5-0.

Check Issue Date(s): 09/01/2017 - 09/30/2017

Per	Date	Check No	Vendor No	Payee	Check GL Acct	Amount
09/17	09/20/2017	12857	808	ADVANTAGE SIGNS & GRAPHICS INC	101-20100	51.20
09/17	09/20/2017	12858	51	BOLTON & MENK, INC.	502-20100	11,903.00
09/17	09/20/2017	12859	9	CITY OF DEEPHAVEN	101-20100	14,536.48
09/17	09/20/2017	12860	889	DIVE GUYS	605-20100	1,800.00
09/17	09/20/2017	12861	315	DOCK & LIFT INC.	605-20100	550.00
09/17	09/20/2017	12862	822	ECM PUBLISHERS INC	101-20100	152.75
09/17	09/20/2017	12863	581	EMERY'S TREE SERVICE, INC.	101-20100	1,050.00
09/17	09/20/2017	12864	68	GOPHER STATE ONE CALL	602-20100	44.55
09/17	09/20/2017	12865	784	HERITAGE SHADE TREE CONSULT	101-20100	1,275.00
09/17	09/20/2017	12866	886	KENNETH N. POTTS, P.A.	101-20100	400.00
09/17	09/20/2017	12867	26	LEAGUE OF MN CITIES	101-20100	873.00
09/17	09/20/2017	12868	105	METRO COUNCIL ENVIRO SERVICES	602-20100	2,592.38
09/17	09/20/2017	12869	764	OMANN BROTHERS PAVING	502-20100	75,509.97
09/17	09/20/2017	12870	867	RANDY'S ENVIRONMENTAL SERVICES	101-20100	1,628.25
09/17	09/20/2017	12871	38	SO LAKE MINNETONKA POLICE DEPT	101-20100	15,196.00
09/17	09/20/2017	12872	890	WATERMARK TITLE AGENCY	602-20100	109.67
09/17	09/20/2017	12873	145	XCEL ENERGY	101-20100	643.41
09/17	09/21/2017	12874	891	LEAGUE OF MINNESOTA CITIES	101-20100	30.00
Totals:						<u>128,345.66</u>

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt
ADVANTAGE SIGNS & GRAPHICS INC					
808	ADVANTAGE SIGNS & GRAPHIC	00031942	SIGNS	09/07/2017	51.20
Total ADVANTAGE SIGNS & GRAPHICS INC					51.20
BOLTON & MENK, INC.					
51	BOLTON & MENK, INC.	0207501	2017 MISC ENGINEERING	08/28/2017	60.00
		0207502	2017 STREET IMPROVEMENTS	08/28/2017	4,091.00
		0207505	GRWD/COVINGTON IMPROVEMENTS	08/28/2017	7,196.00
		0207507	GRWD/ST ALBANS BRIDGE PLANNING	08/28/2017	556.00
Total BOLTON & MENK, INC.					11,903.00
CITY OF DEEPHAVEN					
9	CITY OF DEEPHAVEN	SEPT 2017	RENT & EQUIPMENT	09/01/2017	487.45
			Postage		30.63
			COPIES		37.90
			SEWER		761.60
			WEED/TREE/MOWING		8,758.40
			Clerk Services		4,083.30
			ZONING - JULY		138.19
			ZONING - AUG		175.04
			SCHOOL DISTRICT LUNCH		63.97
Total CITY OF DEEPHAVEN					14,536.48
DIVE GUYS					
889	DIVE GUYS	4289	AQUATIC WEED REMOVAL	08/14/2017	1,800.00
Total DIVE GUYS					1,800.00
DOCK & LIFT INC.					
315	DOCK & LIFT INC.	30903	MISC DOCK REPAIR	08/28/2017	550.00
Total DOCK & LIFT INC.					550.00
ECM PUBLISHERS INC					
822	ECM PUBLISHERS INC	529283	LEGAL NOTICE	09/14/2017	82.25
		529284	LEGAL NOTICE	09/14/2017	70.50
Total ECM PUBLISHERS INC					152.75
EMERY'S TREE SERVICE, INC.					
581	EMERY'S TREE SERVICE, INC.	21509	TREE MAINTENANCE	08/22/2017	1,050.00
Total EMERY'S TREE SERVICE, INC.					1,050.00
GOPHER STATE ONE CALL					
68	GOPHER STATE ONE CALL	7080412	Gopher State calls	08/31/2017	44.55
Total GOPHER STATE ONE CALL					44.55
HERITAGE SHADE TREE CONSULT					
784	HERITAGE SHADE TREE CONSL	5621	URBAN FORESTRY CONSULTING	08/23/2017	1,275.00
Total HERITAGE SHADE TREE CONSULT					1,275.00
KENNETH N. POTTS, P.A.					
886	KENNETH N. POTTS, P.A.	08 31 17	LEGAL SVCS	08/31/2017	400.00

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt
	Total KENNETH N. POTTS, P.A.				400.00
LEAGUE OF MINNESOTA CITIES					
891	LEAGUE OF MINNESOTA CITIES	SEPT 2017	ANNUAL MEMBERSHIP DUES	09/01/2017	30.00
	Total LEAGUE OF MINNESOTA CITIES				30.00
LEAGUE OF MN CITIES					
26	LEAGUE OF MN CITIES	09 01 17	Membership Dues 2017-2018	09/01/2017	873.00
	Total LEAGUE OF MN CITIES				873.00
METRO COUNCIL ENVIRO SERVICES					
105	METRO COUNCIL ENVIRO SERV	0001072381	Monthly wastewater Charge	09/07/2017	2,592.38
	Total METRO COUNCIL ENVIRO SERVICES				2,592.38
OMANN BROTHERS PAVING					
764	OMANN BROTHERS PAVING	08 30 17	2017 ST/DRNG IMPROVE-REQ #1	08/30/2017	8,075.00
			2017 ST/DRNG IMPROVE-REQ #1		26,536.18
			2017 ST/DRNG IMPROVE-REQ #1		40,898.79
	Total OMANN BROTHERS PAVING				75,509.97
RANDY'S ENVIRONMENTAL SERVICES					
867	RANDY'S ENVIRONMENTAL SEF	AUG 2017	RECYCLING SERVICES	08/18/2017	1,628.25
	Total RANDY'S ENVIRONMENTAL SERVICES				1,628.25
SO LAKE MINNETONKA POLICE DEPT					
38	SO LAKE MINNETONKA POLICE	SEPT 2017	OPERATING BUDGET	09/01/2017	15,196.00
	Total SO LAKE MINNETONKA POLICE DEPT				15,196.00
WATERMARK TITLE AGENCY					
890	WATERMARK TITLE AGENCY	09 07 17	UB OVERPMT REFUND	09/07/2017	109.67
	Total WATERMARK TITLE AGENCY				109.67
XCEL ENERGY					
145	XCEL ENERGY	08 25 17	4925 MEADVILLE STREET *	08/25/2017	8.62
			Sleepy Hollow Road *		8.64
			SIREN		3.91
			LIFT STATION #1		35.91
			LIFT STATION #2		57.22
			LIFT STATION #3		29.72
			LIFT STATION #4		37.03
			LIFT STATION #6		78.17
		090517	Street Lights *	09/05/2017	384.19
	Total XCEL ENERGY				643.41

Total Paid:	128,345.66
Total Unpaid:	<u>-</u>
Grand Total:	<u><u>128,345.66</u></u>

Pay Per Date	Jrnl	Check Date	Check Number	Payee	Emp No	Description	GL Account	Amount
10/01/17	PC	10/01/17	10011701	CONRAD, KRISTI	39		001-10100	277.05
10/01/17	PC	10/01/17	10011702	COOK, WILLIAM B.	37		001-10100	277.05
10/01/17	PC	10/01/17	10011703	Fletcher, Thomas M	33		001-10100	177.05
10/01/17	PC	10/01/17	10011704	Kind, Debra J.	34		001-10100	415.57
10/01/17	PC	10/01/17	10011705	Quam, Robert	32		001-10100	277.05
Grand Totals:								<u>1,423.77</u>



Agenda Number: 4A

Agenda Date: 10-04-17

Prepared by Deb Kind

Agenda Item: City Prosecutor Ken Potts, Annual Prosecution Update

Summary: City prosecutor Ken Potts will attend the October council meeting to present the annual prosecution update. Specific cases will not be discussed, but this is an opportunity for the council to get an overview of prosecution cases from the preceding 12 months. This also will be an opportunity for the council to ask questions.

Council Action: None required.



Agenda Number: **5A&6A**

Agenda Date: 10-04-17

Prepared by Deb Kind

Agenda Item: Public Hearing & Res 20-17, Delinquent Sewer, Stormwater, and Recycling Charges

Summary: A list of delinquent accounts and charges is attached. Letters were sent to affected property owners and notices regarding the public hearing were published in the Sun-Sailor. The public hearing will be held at the October city council meeting.

Council Action:

5A – Council action is needed to open and close the public hearing. Suggested motions for the public hearing:

1. I move the council **opens** the public hearing regarding delinquent sewer, stormwater, and recycling charges.
2. I move the council **closes** the public hearing regarding delinquent sewer, stormwater, and recycling charges.

6A – The council also is required to take action to certify assessments to the county to be collected with property taxes. A copy of a proposed resolution is attached. Suggested motions ...

1. I move the council approves resolution 20-17 and the assessment roll for delinquent sewer, stormwater, and recycling charges.
2. I move the council approves resolution 20-17 and the assessment roll for delinquent sewer, stormwater, and recycling charges with the following revision(s): _____.
3. Other motion ???

CITY OF GREENWOOD

NOTICE OF PUBLIC HEARING ON THE ASSESSMENT OF DELINQUENT SEWER, STORM WATER, AND RECYCLING CHARGES

NOTICE IS HEREBY GIVEN that the City Council of the City of Greenwood will hold a public hearing at City Hall, 20225 Cottagewood Road, Deephaven, Minnesota on Wednesday, October 4, 2017 at 7:00 p.m. or as soon thereafter as practical to hear, consider and pass upon proposed assessments with respect to delinquent sewer, storm water, and recycling charges. The assessment roll is available for public inspection in the office of the City Clerk, Monday through Friday, between 8:00 a.m. and 4:30 p.m.

Any assessment not paid by November 17, 2017 will be certified on the 2018 tax rolls and shall be payable in the same year as the taxes contained therein. Certified assessments of sewer, storm water, and recycling charges are subject to a 12.0% interest rate per annum. Amounts owed are presently due and payable and can draw interest from December 1, 2017 as determined by the City Council.

All interested persons will be given the opportunity to be heard and written and oral objections will be accepted regarding any assessment for delinquent sewer, storm water, and recycling charges.

Dana H. Young
City Clerk

Published in the Sun Sailor this 14th and 21st day of September, 2017.



**City of Greenwood
Resolution 20-17**

**A RESOLUTION APPROVING THE ASSESSMENT ROLL
FOR DELINQUENT SEWER, STORMWATER, AND RECYCLING ACCOUNTS**

WHEREAS, the city council of the city of Greenwood has caused a notice to be published fixing the time and place of the council meeting to pass upon the proposed assessment roll for delinquent sewer, stormwater, and recycling charges, more specifically described in the "Notice of Public Hearing" published September 14, 2017 and September 21, 2017 in the Sun-Sailor publication; and

WHEREAS, notice of said meeting has been given to all property owners whose property is to be assessed therefore, by publication thereof in the manner required by law; and

WHEREAS, all persons have had an opportunity to be heard in connection with said manner.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GREENWOOD, MINNESOTA:

1. That the assessment roll, as prepared by the city clerk, is hereby approved, and the assessments therein contained are hereby determined to be the special assessments for the services herein included.
2. That said assessments are found to be properly assessed upon the properties so served.
3. That each of such unpaid assessments shall bear interest at the rate of 12% per annum accruing on the full amount from December 1, 2017.
4. Prior to certification of the assessment to the county auditor, the owner of any lot, piece or parcel of land assessed hereby may at any time pay the whole of such assessment inclusive of the penalties, to the city treasurer, prior to 4:30pm on November 17, 2017.
5. That the city utility clerk is hereby directed to certify such assessment to the county auditor for collection and remittance to the city treasurer in the same manner as assessments for local improvements.

ADOPTED by the city council of Greenwood, Minnesota this ___ day of _____, 2016.

___ AYES ___ NAYS

CITY OF GREENWOOD

By: _____

Debra J. Kind, Mayor

Attest: _____

Dana H. Young, City Clerk

2017 GREENWOOD TAX CERTIFICATION

9/18/2017 12:22 PM

GREENWOOD 2017 TAX CERTIFICATION

PROPERTY OWNER	Utility Account #	PID #	House Number	Street Name	Total Due
Brost, M L & S R Brost	41602.04	26-117-23-31-0018	5110	Curve St	\$422.30
Brown, Gerald M and M. A. Pyzdrowski	47305.04	26-117-23-13-0065	4920	Lodge Ln	\$100.94
Gold Shield Financial Corp	48208.04	35-117-23-11-0017	5410	Manor Rd	\$204.91
Johnson, Jason & Molly	48505.04	35-117-23-11-0037	5600	Maple Heights Road	\$432.23
Meadoville Park LLC	41206.04	26-117-23-31-0035	5100	Covington St.	\$439.36
Ness, Lloyd W. & Laura L.	48403.04	35-117-23-11-0090	5500	Maple Heights Road	\$103.97
Quackenboss, Michael E & Cristine	42006.04	35-117-23-11-0038	21030	Excelsior Blvd	\$422.30
Sullwold, Gregory M.	42003.04	35-117-23-11-0018	20880	Excelsior Blvd.	\$204.91
					\$2,330.92



Agenda Number: 8A

Agenda Date: 10-04-17

Prepared by Deb Kind

Agenda Item: 1st Reading: Ord 272, Amending Code Section 630 Regarding Right-of-Ways and Small Wireless Facilities & Res 21-17, Summary of Ord 272 for Publication

Summary: The wireless industry is seeking to deploy small wireless facilities in public rights-of-way (ROW) on light poles, telephone poles, etc. The industry is seeking to pass model state legislation across the country. Approximately 20 states have introduced such legislation. In Minnesota, after extensive negotiations primarily over changes requested by the League of Minnesota Cities (LMC), the negotiated language represents the best preservation of local control for Minnesota cities that could be obtained and is superior to laws passed elsewhere. The new law went into effect on 05-30-17. For more details, see the attached memo from Lake Minnetonka Communications Commission attorney Bob Vose who also serves as the alternate city attorney for Greenwood.

To accommodate the new small wireless law, Greenwood needs to:

1. Amend the ROW ordinance to include basic provisions to regulate ROW per a model "short-form" ordinance provided by Bob Vose.
2. Amend the short-form ROW ordinance to include provisions specific to the installation of wireless facilities on existing poles or similar facilities, and addressing the potential installation of new wireless support structures per model language provided by Bob Vose.
3. Amend the zoning ordinance or code to make small wireless a conditional use in ROW.
4. Preparation of a template agreement governing attachment of wireless facilities to municipal poles or other infrastructure in the ROW. It is anticipated that the LMC will seek to make a model agreement available.

The attached ordinance 272 addresses items 1-3 above. The ordinance has been reviewed and approved by Bob Vose. Item 4 will wait until a template agreement is available from the LMC.

Timeline:

- 10-04-17 City council considers 1st reading of the ordinance (may make revisions / may waive 2nd reading).
- 10-05-17 If the 2nd reading is waived, the ordinance is submitted to the Sun-Sailor for publication.
- 10-12-17 If the 2nd reading is waived, the ordinance is published in the Sun-Sailor (goes into effect on this date).
- 11-02-17 City council considers 2nd reading of the ordinance (may make revisions).
- 11-09-17 The ordinance is submitted to the Sun-Sailor for publication.
- 11-16-17 The ordinance is published in the Sun-Sailor (goes into effect on this date).

Council Action: None required. Potential motions ...

1. I move the city council (1) approves the first reading of ordinance 272 amending the city's right-of-way ordinance section 630 to regulate public rights-of-way and to provide for the issuance and regulation of right-of-way permits; (2) waives the 2nd reading of ordinance 272; (3) approves resolution 21-17 a summary of ordinance 272 for publication; and (4) directs that resolution 21-17 be submitted to the Sun-Sailor for publication.
2. I move the city council (1) approves the first reading of ordinance 272 amending the city's right-of-way ordinance section 630 to regulate public rights-of-way and to provide for the issuance and regulation of right-of-way permits; and (2) directs that the ordinance be placed on the 11-01-17 agenda for a 2nd reading.
3. Do nothing (maintain current ordinance) or other motion ???

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. In order to publish an ordinance by title and summary the ordinance must be approved by a 4/5ths vote. 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.



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MEMORANDUM

TO: Clients
FROM: Bob Vose
DATE: June 2, 2017
RE: Small Cell Legislation

The wireless industry is seeking to deploy “small cell” wireless facilities in public rights-of-way (ROW). To that end, the industry is seeking to pass model state legislation across the country. Approximately 20 states have introduced such legislation, and at least 7 midwestern states have enacted new laws as a result of these efforts.

In Minnesota, the largest wireless providers, AT&T, Verizon, and Sprint, aggressively lobbied for the model legislation this session. The Minnesota League of Cities strongly opposed the initial bill and, at various times, it appeared “dead.” In recent weeks, however, legislators convened negotiations between wireless providers, cities, municipal utilities, and the cable industry. After extensive negotiations primarily over changes requested by the League, the League took a neutral position on the final language. The League believes that the negotiated language represents the best preservation of local control for Minnesota cities that could, in light of legislative realities, be obtained and is superior to laws passed elsewhere. We assisted the League during the session.

The small cell language was ultimately included in the Jobs Bill-- Senate File 1456. The Governor signed SF1456 and other budget bills on May 30th. The House and Senate had each narrowly passed companion bills as stand-alone legislation, but the small cell language presumably found its way into the Jobs Bill to guard against a veto. With a few exceptions, the law became effective immediately.

This summarizes the most significant provisions in SF1456 regarding small wireless deployment:

1. Wireless Governed by Minnesota ROW Law

- Under prior law, “telecommunications right-of-way users,” a defined term, and other traditional users of the ROW are statutorily entitled to access and install facilities in the ROW. Such rights are subject to reasonable regulations and conditions imposed

by the local government unit (LGU). LGUs are required to enact ROW ordinances to implement this authority.

Prior law did not, however, cover or grant ROW access to wireless providers or facilities. SF1456 addresses this by amending the term “telecommunications right-of-way user” to include persons deploying facilities to provide “wireless service,” a newly defined term. This and other changes made by SF1456 generally entitle wireless providers to use ROW.

- Wireless providers may deploy a “small wireless facility” or a “wireless support structure” in the ROW. These are both newly defined terms.
 - In order to be “small,” the proposed deployment must meet statutorily-limited size requirements- each antenna must be no more than six cubic feet, and all associated equipment, excluding certain types of equipment (back-up generator, for example), must either be concealed or less than 28 cubic feet.
 - In order to be an authorized support structure, any proposed new pole cannot exceed the lesser of 50 feet or 10 feet above an existing pole that is being replaced unless the LGU allows a greater height.
- LGUs may deny permits for new small cell facilities or wireless support structures based on reasonable health, welfare and safety concerns.
- One of the wireless industry’s primary goals was to require that poles or similar structures owned by the LGU in the ROW (light poles, for example) be made available for the attachment of small wireless facilities. The industry’s model bill actually proposed redefining the ROW to include essentially all LGU infrastructure.

SF1456, however, does not make LGU-improvements in the ROW a part of the ROW available for private use. The law instead expressly allows an LGU to determine whether a particular pole or other structure in the ROW was designed to support proposed wireless equipment or is capable of doing so. The LGU may deny a wireless provider access to a particular facility based on this determination or other public health, safety or welfare concerns.

- An LGU may also condition a permit on health, welfare and safety concerns, on “reasonable accommodations for decorative wireless support structures or signs,” or upon “any reasonable restocking, replacement, or relocation requirements” for a new wireless support structure in the ROW.
- LGUs may also impose separation requirements (distance minimums) between new poles or other wireless support structures.
- Municipal electric utility poles and facilities are exempt from the bill. About 125 cities have municipal utilities.

2. Zoning

- Another primary industry goal was to require that small wireless facilities be made a permitted use in all ROWs regardless of the underlying zoning district in which the ROW is located.

SF1456 makes small wireless facilities and associated wireless support structures a permitted use in all ROWs, but LGUs may make such facilities or structures a special or conditional use in ROW located “in a district or area zoned for single-family residential use or within a historic district.”

- LGUs are prohibited from adopting a moratorium on the processing and issuance of small wireless facility permits. This provision is effective immediately except that it becomes effective on January 1, 2018 for any LGU that had not enacted a ROW ordinance as of May 18, 2017.

3. Application Process

- LGUs may require permits for placement of new wireless structures or collocation of small wireless facilities in the ROW. It is unclear whether this is in lieu of or in addition to the ROW permit already required by most existing ROW ordinances.
- An LGU has 90 days to issue or deny a permit. SF1456 indicates that failure to timely act results in the permit being “deemed approved” and “the permit is automatically issued.” The deadline can be extended for 30 days if:
 - the LGU receives applications for 30 or more sites within a 7 day period, or:
 - the application is incomplete and the LGU delineates the missing information within 30 days of receipt.

Written notice of any extension must be provided to the applicant.

- Applicants may file up to 15 permit applications simultaneously as long as the requested sites are within a 2 mile radius, consist of substantially similar equipment, and are to be placed on similar structures. LGUs may approve or deny applications individually or collectively.
- A denial must be in writing and state the basis for denial. The LGU must notify the applicant in writing within 3 business days of the decision. The applicant may cure the deficiencies noted and reapply. If such re-application is made within 30 days of denial no additional fee may be imposed and a further decision must be made within 30 days of receipt.

- LGUs may not require wireless providers to supply information provided in an earlier application for a small wireless facility if such info is specifically referenced in the current application. LGUs also may not require information “not reasonably necessary to review a permit application for compliance with generally applicable and reasonable health, safety, and welfare regulations” or demonstrate compliance with applicable FCC regulations “governing radio frequency exposure,” or otherwise demonstrate compliance with the new law.

4. Rent and Fees

- The wireless industry’s most important goal was to obtain the right to use LGU-owned facilities in the ROW in exchange for no or minimal rent.

SF 1456 allows the imposition of rent of up to \$150 annually, plus \$25 for maintenance, for each site. Additional fees may be imposed if the wireless provider uses LGU-purchased electricity rather than separately metering. This payment arrangement would presumably be reflected in an attachment agreement governing the provider’s attachments to the LGU’s facilities.

- LGUs remain entitled to recover ROW management costs, a defined term, from wireless providers using the ROW via permit fees. However, SF1456 indicates that “unreasonable fees of a third-party contractor” cannot be recovered. Such fees include “any third-party contractor fee tied to or based upon customer counts, access lines, revenue generated by the telecommunications right-of-way user, or revenue generated for a local government unit.”

5. NO PUC Rules or Dispute Resolution

- The PUC has promulgated rules governing underground installation of telecommunications and other utility infrastructure in the ROW. The PUC is authorized to administratively adjudicate disputes arising out of an LGU’s interpretation or application of these rules.

SF1456 does not explicitly authorize the PUC to promulgate new rules regarding installation of wireless facilities in the ROW including, particularly, how attachments to LGU facilities must be made. Thus, the PUC will presumably not have any adjudicative role regarding wireless installations in ROW.

- LGUs are authorized to require separate agreements with wireless providers governing attachments to the LGU’s poles or other facilities. SF1456 provides:

No later than six months after the effective date of this act or three months after receiving a small wireless facility permit application from a wireless service provider, a local government unit that has elected to set forth terms and conditions of collocation in a standard small wireless facility collocation agreement shall develop and make available an agreement that complies with

the requirements of this section and section 237.162. A standard small wireless facility collocation agreement shall be substantially complete....

Conclusion

The work our clients will need to do to accommodate the new small cell wireless law depends to a large extent on each municipality's ROW ordinance, zoning provisions, ROW application process, and standard practices. However, it is apparent that a number of steps will need to be taken. These likely include:

1. Amendment of the ROW ordinance to include provisions specific to the installation of wireless facilities on existing poles or similar facilities, and addressing the potential installation of new "wireless support structures;" i.e. poles. Some clients may wish to address wireless deployment in the ROW via a new ordinance that is separate from the existing ROW ordinance.

Whether implemented by amending an existing ROW ordinance or adopting a new, separate ordinance, the application process requirements noted above will need to be incorporated.

2. Amendment of the zoning ordinance or code to make small wireless a permitted use in all ROW but, potentially, a conditional use in ROW located in residential zones.
3. Preparation of a template agreement governing attachment of wireless facilities to municipal poles or other infrastructure in the ROW. We anticipate that the League will seek to make a model agreement available. Our office may assist with that work. The rent and the maintenance fee requirements will be addressed in this template agreement.

Of course, preparation of a "substantially complete" template agreement governing attachments to municipal infrastructure will be difficult for municipalities that have a variety of facilities in the ROW. The template agreement may need to contemplate different attachment requirements depending on the nature of the particular facility to which a wireless provider seeks to attach its equipment.

Please contact me with questions.

**AN ORDINANCE OF THE CITY OF GREENWOOD, MINNESOTA
AMENDING GREENWOOD ORDINANCE CODE SECTION 630 TO ADMINISTER AND REGULATE PUBLIC RIGHTS-
OF-WAY AND TO PROVIDE FOR THE ISSUANCE AND REGULATION OF RIGHT-OF-WAY PERMITS**

THE CITY COUNCIL OF THE CITY OF GREENWOOD, MINNESOTA DOES ORDAIN:

SECTION 1.

Greenwood ordinance code section 1205 Definitions is amended to add the following definitions:

“Collocate or Collocation means to install, mount, maintain, modify, operate, or replace a small wireless facility on, under, within, or adjacent to an existing wireless support structure or utility pole that is owned privately, or by the city or other governmental unit. (NOTE: MINN. STAT. § 237.162, SUBD. 10; GREENWOOD ROW SECTION 630)

Facility means any tangible asset associated with the provision of utility service that is or will be located in the public right-of-way. (ROW 630)

Management Costs means the actual costs the city incurs in managing its rights-of-way, including such costs, if incurred, as those associated with registering applicants; issuing, processing, and verifying right-of-way or small wireless facility permit applications; inspecting job sites and restoration projects; maintaining, supporting, protecting, or moving user facilities during right-of-way work; determining the adequacy of right-of-way restoration; restoring work inadequately performed after providing notice and the opportunity to correct the work; and revoking right-of-way or small wireless facility permits. Management costs do not include payment by a telecommunications right-of-way user for the use of the right-of-way, unreasonable fees of a third-party contractor used by the city including fees tied to or based on customer counts, access lines, or revenues generated by the right-of-way or for the city, the fees and cost of litigation relating to the interpretation of Minnesota Session Laws 1997, Chapter 123; Minnesota Statutes Sections 237.162 or 237.163; or any ordinance enacted under those sections, or the city fees and costs related to appeals taken pursuant to section 630 of this code book. (ROW 630)

Public Right-of-Way or Right-of-Way means the area on, below, or above a public roadway, highway, street, alley, cartway, bicycle lane, or public sidewalk which the city maintains or otherwise has an interest, and other easements dedicated to the public or to use for utility service. The public right-of-way does not include the airwaves with regard to nonwire telecommunications or broadcast services. (ROW 630)

Restoration or Restore means the process by which an excavated public right-of-way and surrounding area, including pavement and foundation, is returned to the same condition that existed before excavation. (ROW 630)

Small Wireless Facility means a wireless facility that meets both of the following qualifications:

- (i) each antenna is located inside an enclosure of no more than 6 cubic feet in volume or could fit within such an enclosure; and
- (ii) all other wireless equipment associated with the small wireless facility provided such equipment is, in aggregate, no more than 28 cubic feet in volume, not including electric meters, concealment elements, telecommunications demarcation boxes, battery backup power systems, grounding equipment, power transfer switches, cutoff switches, cable, conduit, vertical cable runs for the connection of power and other services, and any equipment concealed from public view within or behind an existing structure or concealment.

(NOTE: MINN. STAT. § 237.162, SUBD. 11; GREENWOOD ROW SECTION 630)

Telecommunications right-of-way user means a person owning or controlling a facility in the right-of-way, or seeking to own or control a facility in the right-of-way that is used or is intended to be used for providing wireless service, or transporting telecommunication or other voice or data information. For purposes of this chapter, a cable communication system defined and regulated under Minn. Stat. Chap. 238, and telecommunication activities related to providing natural gas or electric energy services, a public utility as defined in Minn. Stat. Sec. 216B.02, a municipality, a municipal gas or power agency organized under Minn. Stat. Chaps. 453 and 453A, or a cooperative electric association organized under Minn. Stat. Chap. 308A, are not telecommunications right-of-way users for purposes of this chapter except to the extent such entity is offering wireless service. (ROW 630)

Utility Service includes: (1) services provided by a public utility as defined in Minnesota Statutes, section 216B.02, subdivisions 4 and 6; (2) services of a telecommunications right-of-way user, including the transporting of voice or data information; (3) services provided by a cable communications system as defined in Minnesota Statutes, chapter 238; (4) natural gas or electric energy or telecommunications services provided by a local government unit; (5) services provided by a cooperative electric association organized under Minnesota Statutes, chapter 308A; and (6) water, sewer, steam, cooling, or heating services. (ROW 630)

Utility Pole means a pole that is used in whole or in part to facilitate telecommunications or electric service.

(NOTE: MINN. STAT. § 237.162, SUBD. 12; GREENWOOD ROW SECTION 630)

Wireless Facility means equipment at a fixed location that enables the provision of wireless services between user equipment and a wireless service network, including equipment associated with wireless service, a radio transceiver, antenna, coaxial or fiber-optic cable, regular and backup power supplies, and a small wireless facility, but not including wireless support structures, wireline backhaul facilities, or cables between utility poles or wireless support structures, or not otherwise immediately adjacent to and directly associated with a specific antenna. (NOTE: MINN. STAT. § 237.162, SUBD. 13; GREENWOOD ROW SECTION 630)

Wireless Service means any service using licensed or unlicensed wireless spectrum, including the use of Wi-Fi, whether at a fixed location or by means of a mobile device, that is provided using wireless facilities. Wireless service does not include services regulated under Title VI of the Communications Act of 1934, as amended, including cable service. (ROW 630)

Wireless Support Structure means a new or existing structure in a right-of-way designed to support or capable of supporting small wireless facilities, as reasonably determined by the city. (NOTE: MINN. STAT. § 237.162, SUBD. 16; GREENWOOD ROW SECTION 630)”

SECTION 2.

Greenwood ordinance code section 630 Public Right-of-Ways is hereby repealed in its entirety and replaced with the following new section 630 to read as follows:

“SECTION 630. PUBLIC RIGHT-OF-WAYS.

Section 630.01. Election to Manage the Public Right-of-Ways.

In accordance with Minnesota Statutes, section 237.163 subdivision 2(b), the city hereby elects to manage right-of-ways within its jurisdiction. This section shall be interpreted consistently with 1997 Session Laws, Chapter 123, substantially codified in Minnesota Statutes Sections 237.16, 237.162, 237.163, 237.79, 237.81, and 238.086 (the "Act") and 2017 Session Laws, Chapter 94 amending the Act and the other laws governing applicable rights of the city and users of the right-of-way.

Section 630.02. Definitions.

Except as provided in the definitions section 1205 of the code, the definitions in Minnesota Rules 7819.0100 are hereby adopted by reference and are incorporated into this ordinance as if set out in full.

Section 630.03. Permit Requirement.

Subd. 1. Permit Required. Except as otherwise provided herein, no person may obstruct or perform work in any right-of-way, or install or place facilities in any right-of-way, without first having obtained the appropriate permit from the city.

- (a) *Excavation Permit*. An excavation permit is required by a registrant to excavate that part of the right-of-way described in such permit and to hinder free and open passage over the specified portion of the right-of-way by placing facilities described therein, to the extent and for the duration specified therein.
- (b) *Obstruction Permit*. An obstruction permit is required by a registrant to hinder free and open passage over the specified portion of right-of-way by placing equipment described therein on the right-of-way, to the extent and for the duration specified therein. An obstruction permit is not required if a person already possesses a valid excavation permit for the same project.
- (c) *Small Wireless Facility Permit*. A small wireless facility permit is required by a registrant to erect or install a wireless support structure, to collocate a small wireless facility, or to otherwise install a small wireless facility in the specified portion of the right-of-way, to the extent specified therein, provided that such permit shall remain in effect for the length of time the facility is in use, unless lawfully revoked.

(NOTE: MINN. STAT. § 237.163, SUBD. 13)

Subd. 2. Permit Extensions. No person may obstruct or perform work in the right-of-way beyond the date specified in a permit unless a new permit or permit extension is granted.

Subd. 3. Delay Penalty. In accordance with Minnesota Rule 7819.1000, subpart 3, the city may impose a delay penalty for unreasonable delays in work conducted in the right-of-way. The city council shall establish the amount of the delay penalty from time to time by resolution.

Subd. 4. Permit Display. Permits issued under this section shall be conspicuously displayed or otherwise available for inspection at all times at the indicated work site.

Section 630.04. Permit Applications.

A permit application shall contain the following:

- A. A completed application form, including all required plans or drawings showing the location and area of the proposed project and the location of all known existing and proposed facilities, and the following:
- (1) The applicant's name, Gopher One-Call registration certificate number, address and e-mail address if applicable, and telephone and facsimile numbers.
 - (2) A certificate of insurance 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 thirty (30) days notice to the city of cancellation or material modification of the policy.
 - (3) If the applicant is a corporation, a copy of the certificate required to be filed under Minnesota Statutes, section 300.06 as recorded and certified to by the Secretary of State.
 - (4) A copy of the applicant's certificate of authority from the Minnesota Public Utilities Commission, or other authorization or approval from the applicable state or federal agency to lawfully operate, to the extent such authority is required by law to have such authorization or approval from said commission or other state or federal agency.
- B. Payment of a Permit Fee covering the city's administrative and management costs and any associated costs of any right-of-way restoration that the city will complete.

Section 630.05. Permit Denial & Conditions.

Subd. 1. Denial of Permit. The city may deny a permit if a completed application is not filed, if the requirements and conditions of this ordinance are not met, or if the city determines that the denial is necessary to protect the health, safety, and welfare or to protect the right-of-way and its current use.

Subd. 2. Conditions. The city may impose reasonable conditions upon the issuance of the permit to protect the health, safety and welfare or to protect the right-of-way and its current use.

Subd. 3. Small Wireless Facility Conditions. In addition to subdivision 2, the erection or installation of a wireless support structure, the collocation of a small wireless facility, or other installation of a small wireless facility in the right-of-way, shall be subject to the following conditions:

- (a) A small wireless facility shall only be collocated on the particular wireless support structure, under those attachment specifications, and at the height indicated in the applicable permit application.
- (b) No new wireless support structure installed within the right-of-way shall exceed 50 feet in height without the city's written authorization, provided that the city may impose a lower height limit in the applicable permit to protect the public health, safety and welfare or to protect the right-of-way and its current use, and further provided that a registrant may replace an existing wireless support structure exceeding 50 feet in height with a structure of the same height subject to such conditions or requirements as may be imposed in the applicable permit.
- (c) No wireless facility may extend more than 10 feet above its wireless support structure.
- (d) Where an applicant proposes to install a new wireless support structure in the right-of-way, the city may impose separation requirements between such structure and any existing wireless support structure or other facilities in and around the right-of-way.
- (e) Where an applicant proposes collocation on a decorative wireless support structure, sign or other structure not intended to support small wireless facilities, the city may impose reasonable requirements to accommodate the particular design, appearance or intended purpose of such structure.
- (f) Where an applicant proposes to replace a wireless support structure, the city may impose reasonable restocking, replacement, or relocation requirements on the replacement of such structure.

(NOTE: MINN. STAT. § 237.163, SUBD. 3B)

Subd. 4. Small Wireless Facility Agreement. A small wireless facility shall only be collocated on a small wireless support structure owned or controlled by the city, or any other city asset in the right-of-way, after the applicant has executed a standard small wireless facility collocation agreement with the city. The standard collocation agreement may require payment of fees set forth in chapter 5.

The standard collocation agreement shall be in addition to, and not in lieu of, the required small wireless facility permit, provided, however, that the applicant shall not be additionally required to obtain a license or franchise in order to collocate. Issuance of a small wireless facility permit does not supersede, alter or affect any then-existing agreement

between the city and applicant.

(NOTE: MINN. STAT. § 237.163, SUBD. 6G)

Section 630.055. Action on Small Wireless Facility Permit Applications.

Subd. 1. Deadline for Action. The city shall approve or deny a small wireless facility permit application within 90 days after filing of such application. The small wireless facility permit, and any associated building permit application, shall be deemed approved if the city fails to approve or deny the application within the review periods established in this section.

Subd. 2. Consolidated Applications. An applicant may file a consolidated small wireless facility permit application addressing the proposed collocation of up to 15 small wireless facilities, or a greater number if agreed to by a local government unit, provided that all small wireless facilities in the application:

- (a) are located within a two-mile radius;
- (b) consist of substantially similar equipment; and
- (c) are to be placed on similar types of wireless support structures.

In rendering a decision on a consolidated permit application, the city may approve some small wireless facilities and deny others, but may not use denial of one or more permits as a basis to deny all small wireless facilities in the application.

Subd. 3. Tolling of Deadline. The 90-day deadline for action on a small wireless facility permit application may be tolled if:

- (a) The city receives applications from one or more applicants seeking approval of permits for more than 30 small wireless facilities within a seven-day period. In such case, the city may extend the deadline for all such applications by 30 days by informing the affected applicants in writing of such extension.
- (b) The applicant fails to submit all required documents or information and the city provides written notice of incompleteness to the applicant within 30 days of receipt the application. Upon submission of additional documents or information, the city shall have ten days to notify the applicant in writing of any still-missing information.
- (c) The city and a small wireless facility applicant agree in writing to toll the review period.

(NOTE: MINN. STAT. § 237.163, SUBD. 3C)

Section 630.06. Permit Fees.

The city council may establish an appropriate permit fee schedule that will be available to the public and set forth in chapter 5 of the code. Unless otherwise agreed to in a franchise, right-of-way permit fees are separate from and in addition to franchise fees imposed on a right-of-way user.

Subd. 1. Excavation Permit Fee. The city shall impose an excavation permit fee in an amount sufficient to recover: management costs; degradation costs, if applicable.

Subd. 2. Obstruction Permit Fee. The city shall impose an obstruction permit fee in an amount sufficient to recover management costs.

Subd. 3. Small Wireless Facility Permit Fee. The city shall impose a small wireless facility permit fee in an amount sufficient to recover: management costs, and; city engineering, make-ready, and construction costs associated with collocation of small wireless facilities.

Section 630.07. Work Standards.

All work performed in the right-of-way shall be done in conformance with Minnesota Rules, part 7819.1100, or applicable local requirements.

Section 630.08. Right-of-Way Restoration by Permittee.

Unless otherwise provided in a permit, the permittee shall promptly and fully restore the right-of-way to a condition equivalent to that prior to its work. The permittee shall complete restoration according to Minnesota Rules, part 7819.1100, or such standards as may be specified by the city. If the pavement settles, the permittee shall pay to the city all costs associated with correcting the problem within 30 days of billing. Upon the city's request, the permittee shall post a construction performance bond in accordance with the provisions of Minnesota Rules, part 7819.3000. If the permittee fails to restore the right-of-way as required, the city may exercise its rights under the construction performance bond.

Section 630.09. Right-of-Way Restoration by the City.

The city may choose to restore the right-of-way itself. If the city restores the right-of-way, the permittee shall pay the estimated costs thereof as part of the permit application fee.

Section 630.10. Inspection.

Subd. 1. Notice of Completion. The permittee shall notify the city in writing when the work under a permit is completed.

Subd. 2. Site Inspection. City personnel and others authorized by law may inspect the work-site at any time during or upon completion of the work. At any time, the city may order immediate cessation of work that poses a threat to the life, health, safety or well being of the public.

Section 630.11. Work Done Without a Permit.

Subd. 1. Non-Emergencies. Except in an emergency, any person who obstructs or performs work in a right-of-way without the necessary permit must immediately obtain a permit and pay double the normal permit fee as a penalty.

Subd. 2. Emergency Situations. Any person with facilities in the right-of-way shall immediately notify the city of any emergency in relation to its facilities. Such person may take whatever actions are necessary to respond to the emergency. Such person shall apply for the necessary permits, pay the fees associated therewith and fulfill the rest of the requirements in this ordinance as soon as is feasible.

Section 630.12. Revocation or Denial of Permit.

Subd. 1. Revocation of a Permit. The city may revoke any right-of-way permit, without a fee refund, if there is a substantial breach of the terms and conditions of any statute, ordinance, rule or regulation, or any material condition of the permit. The permittee's failure to timely respond or implement the approved plan shall be cause for immediate revocation of the permit.

Subd. 2. Denial of a Permit. The city may deny a permit for failure to meet the requirements and conditions of this section 630 or if the city determines that the denial is necessary to protect the health, safety, and welfare or when necessary to protect the right-of-way and its current use.

Subd. 3. Procedural Requirements. The denial or revocation of a permit must be made in writing and must document the basis for the denial. The city must notify the applicant or right-of-way user in writing within 3 business days of the decision to deny or revoke a permit. If an application is denied, the right-of-way user may address the reasons for denial identified by the city and resubmit its application. If the application is resubmitted within 30 days of receipt of the notice of denial, no additional application fee shall be imposed. The city must approve or deny the resubmitted application within 30 days after submission.

(NOTE: MINN. STAT. § 237.163, SUBDS. 4(C) AND 5(F)).

Section 630.13. Mapping Data.

Each permittee shall provide mapping information required by the city, including the following:

- A. the location and approximate depth of all facilities, with the location based on:
 - (1) coordinates derived in accordance with the GIS coordinate system being used by the city; or
 - (2) if specifically authorized by the city, based on offsets from property lines, distances from the centerline of the public right-of-way, and curb lines.
- B. the type and size of the facility;
- C. the location of all aboveground facilities;
- D. the location any facilities that have been abandoned; and
- E. a legend explaining symbols, characters, abbreviations, scale, and other data shown on the map.

Section 630.14. Location of Facilities.

Subd. 1 Underground. Except as explicitly permitted by the city, all new or replacement facilities must be installed and maintained underground.

Subd. 2. Additional Requirements. The city may impose additional restrictions on the location, size, design and appearance of any facilities to-be located in the right-of-way. The city may assign specific corridors or locations within the right-of-way for each type of facility to-be located in the right-of-way. Permits issued by the city may designate the proper corridor or location for the facility at issue.

Subd. 3. Prohibited Installations. The city may prohibit the installation or placement of additional facilities within the right-of-way if necessary to protect health, safety, and welfare, or protect the right-of-way and its current use. In making such decision, the city shall be guided primarily by considerations of the public interest, the condition of the right-of-way, the protection of existing facilities in the right-of-way, and future city plans for public improvements and development projects.

Section 630.15. Relocation of Facilities.

Upon the city's written request, a person with facilities in the right-of-way shall promptly and at its own expense permanently remove and relocate its facilities as necessary to prevent interference in connection with a public project, such as a road improvement, or as the city may deem necessary to further public health or safety.

Section 630.16. Right-of-Way Vacation.

If the city vacates a right-of-way that contains the facilities of a permittee, the permittee's rights in the vacated right-of-way are governed by Minnesota Rules, part 7819.3200.

Section 630.17. Indemnification & Liability.

By applying for and accepting a permit under this ordinance, a permittee agrees to defend and indemnify the city in accordance with the provisions of Minnesota Rules, part 7819.1250.

Section 630.18. Abandoned Facilities.

Any person who has abandoned facilities in any right-of-way shall promptly remove them if necessary to accommodate other right-of-way repair, excavation, or construction.

Section 630.19. Appeal.

A right-of-way user that: (1) has been denied a permit; (2) has had permit revoked; or (3) believes that the fees imposed are invalid, may have the denial, revocation, or fee imposition reviewed upon written request by the city council at its next regular meeting. A decision affirming the denial, revocation, or fee imposition will be writing and supported by written findings.

Section 630.20. Reservation of Regulatory and Police Powers.

A permittee's rights are subject to the regulatory and police powers of the city to adopt and enforce general ordinances necessary to protect the health, safety and welfare of the public.

Section 630.21. Permit for Private Use of Publicly Owned Right-of-Way.

Subd. 1. Purpose. The public welfare requires that the public right-of-ways within the city, including highways, roads, streets and alleys, be reserved for public purposes. Public use of the full width of the right-of-ways is necessary to public safety and the proper and efficient maintenance of the right-of-ways. However, it is recognized that limited private use or encroachment onto the right-of-ways is not necessarily inconsistent with public use. It is the purpose of this ordinance to provide for lawful incidental private use of publicly owned right-of-ways not inconsistent with public use.

Subd. 2. Permit Required. The right to use publicly owned right-of-ways within the city for any private use or purpose other than the primary purpose of public travel, whether such use constitutes substantial or incidental use, may be acquired only through permit granted pursuant to this ordinance. Any private property located within or encroaching upon publicly owned right-of-ways, which has not been authorized in accordance with this ordinance, shall be unlawful and subject to removal. The permit fee shall be determined by the city council and set forth in chapter 5 of this code book.

Subd. 3. Application. Any person may apply to the city council for a permit to keep or maintain private property within a publicly owned right-of-way. The application shall be in writing and must describe with specificity the private property and right-of-way involved, and the nature and extent of the requested encroachment. The city council may grant the permit if it is determined that the use applied for is incidental and not inconsistent with safe and efficient public use. However, no permit will be issued until the applicant has agreed in writing to waive any right to recover from the city for damage occurring to the property located within the right-of-way which may result from the performance of the city or its agents of its public duties required by law.

Subd. 4. Revocation. The city reserves the right to revoke any permit granted under this section as may be required by the public interest.

(SECTION 630 AMENDED **OCT** 2017 BY ORD 272)"

SECTION 3.

Greenwood ordinance code section 1120.05 R-1A Permitted Uses subd. 4 is amended to read as follows:

"Subd. 4. Conditional Uses.

- (a) Public utilities including such items as electrical distribution station or any such similar structure located above ground.
- (b) Permanent in-ground swimming pools and spas for the use and convenience of the resident and their guests.
- (c) Tennis courts, sport courts.
- (d) Signs as regulated in section 1140 et seq.
- (e) Churches, chapels, synagogues, temples, and similar religious buildings.
- (f) **Small wireless facility and wireless support structure.**
- (g) **Uses mandated in state statutes as conditional uses.”**

SECTION 4.

Greenwood ordinance code section 1130.05 C-1 Permitted Uses subd. 3 is amended to read as follows:

“Subd. 3. Conditional Uses:

- a. Food and dry goods retail sales and service.
- b. Hotel, motel, or apartment hotel.
- c. Mortuaries.
- d. Music studios.
- e. Photographic studios.
- f. Interior decorating studios.
- g. Day nurseries or centers provided that they meet the requirements of the State of Minnesota Department of Public Welfare Standards Rule #3 for group day care of pre-school and school age children.
- h. **Small wireless facility and wireless support structure.**
- i. **Uses mandated in state statutes as conditional uses.”**

SECTION 5.

Greenwood ordinance code section 1135.05 C-2 Permitted Uses subd. 3 is amended to read as follows:

“Subd. 3. Conditional Principal Uses:

- A. Retail uses that are marina or water related;
- B. Multi-family residential uses (including the platting of condominiums within multi-family buildings with a minimum of not less than 1,500 square feet per residential unit subject to performance standards set forth at section 1135.00 et seq. and section 1140.00 et seq.);
- C. Restaurants (as defined at section 1135.35, subdivision 5);
- D. Multiple permitted principal or conditional principal uses, other than multi-family, on a single tax parcel; and
- E. **Small wireless facility and wireless support structure;**
- F. **Uses mandated in state statutes as conditional uses.”**

SECTION 6.

Greenwood ordinance code chapter 5 section 510 fee schedule is amended to add the following fees:

“

Type of License, Permit, or Fee	Section	Fee	Conditions & Terms
Right-of-Way Fees:			
Excavation Permit	630.06	\$250	Paid with permit application.
Obstruction Permit	630.06	\$250	Paid with permit application.
Small Wireless Facility Permit	630.06	\$250	Paid with permit application.
Small Wireless Collocation Agreement Fees	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: AMOUNTS ARE ESTABLISHED BY MN STATE STATUTE 237.163	

”

SECTION 7.

Effective Date. This ordinance shall be effective upon publication according to law.

Enacted by the city council of Greenwood, Minnesota this ___ day of _____, 2017.

___ AYES ___ NAYS

CITY OF GREENWOOD

By: _____
Debra J. Kind, Mayor

Attest: _____
Dana H. Young, City Clerk

CITY OF GREENWOOD

Debra J. Kind, Mayor

Attest: Dana H. Young, City Clerk

First reading: _____, 2017

Second reading: _____, 2017

Publication: _____, 2017

RESOLUTION 21-17

**A RESOLUTION OF THE CITY OF GREENWOOD, MINNESOTA
APPROVING PUBLICATION OF ORDINANCE NUMBER 272 BY TITLE AND SUMMARY**

WHEREAS, on _____, 2017 the city council of the city of Greenwood adopted "Ordinance 272 Amending Greenwood Ordinance Code Section 630 Regarding Right-of-Ways."

WHEREAS, the city council has prepared a summary of ordinance 272 as follows:

1. The purpose of this ordinance is to protect and safeguard the health, safety, and welfare of the public by regulating public right-of-ways (ROW) in accordance with Minnesota law.
2. The ordinance applies to excavations, obstructions, and small wireless facilities located in city ROW.
3. The ordinance addresses permit requirements, application requirements, permit denial and conditions, permit fees, work standards, ROW restoration requirements, inspection details, work done without a permit, revocation or denial of a permit, mapping data, location of facilities, relocation of facilities, right of way vacation, indemnification and liability, abandoned facilities, appeal, reservation of regulatory and police powers, permit for private use of publicly owned ROW.
4. The ordinance adds, "Small wireless facility and wireless support structure" and "Uses mandated in state statutes as conditional uses" as permitted conditional uses in all zoning districts.
5. The ordinance establishes fees for ROW excavation permit, ROW obstruction permit, ROW small wireless facility permit, and ROW small wireless collocation agreement.

NOW THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF GREENWOOD:

1. The city council finds that the above title and summary of ordinance 272 clearly informs the public of intent and effect of the ordinance.
2. The city clerk is directed to publish ordinance 272 by title and summary, pursuant to Minnesota statutes, section 412.191, subdivision 4.
3. A full copy of the ordinance is available at the Greenwood city office, 20225 Cottagewood Road, Deephaven, MN 55331.

ADOPTED by the city council of the city of Greenwood, Minnesota this ___ day of _____, 2017.

___ AYES ___ NAYS

CITY OF GREENWOOD

By: _____

Debra J. Kind, Mayor

Attest: _____

Dana H. Young, City Clerk

CITY OF GREENWOOD

Debra J. Kind, Mayor

Attest: Dana H. Young, City Clerk

First reading: _____, 2017

Second reading: _____, 2017

Publication: _____, 2017



Agenda Number: 9A

Agenda Date: 10-04-17

Prepared by Deb Kind

Agenda Item: Discuss Potential Installation of Engine-Braking Signs on Westbound Hwy 7

Summary: In response to concerns about engine-braking (commonly called jake-braking) raised by a resident who lives on Excelsior Blvd near Hwy 7, Mayor Kind and Councilman Fletcher reached out to South Lake Minnetonka Police Chief Meehan. Chief Meehan provided the following information ...

“When looking for an applicable statute, a state trooper advised he was only aware of enforcement via city ordinance. Minnetrista and St. Boni both passed an ordinance and were able to get some signage posted along Hwy 7. I think it would be helpful to manage expectations regarding the effectiveness of enforcement in alleviating this issue. This is an issue with a very limited, specific, and transient target population. Chief Falls of the Minnetrista Police Department confirmed this when he told me that he doesn’t recall a single citation being issued for this offense despite their enforcement efforts. Even with posted patrols they were not finding the violations. **He did, however, say he thought the signage has helped some.**”

On 09-06-17, the Greenwood city council approved an ordinance that prohibits engine-braking in the city. With the ordinance in place, the city council may move forward with a request for MnDOT to post "No Engine-Braking" signage along Hwy 7 in Greenwood.

Council Action: None required. Potential motions ...

1. I move the city council authorizes Mayor Kind and Councilman Fletcher to proceed with contacting MnDOT representatives to request "No Engine Braking" signage for westbound Hwy 7 in Greenwood on behalf of the Greenwood city council.
2. Do nothing or other motion ???



Agenda Number: 9B

Agenda Date: 10-04-17

Prepared by Deb Kind

Agenda Item: Discuss Potential Change of the Timing of the Christmas Lake Rd Traffic Signal

Summary: In response to concerns raised by Excelsior residents, Excelsior City Manager Kristi Luger contacted Mayor Kind to see if the Greenwood city council has done anything to address the timing of the traffic signal light at Christmas Lake Road to get on eastbound Hwy 7. An unofficial observation of the intersection is that it takes about 5 minutes between light changes and the light is so short that it is difficult for more than 5 vehicles to make a left turn onto Hwy 7. It is worse if there are pedestrians using the crosswalk or there is traffic crossing Hwy 7 from the Shorewood side.

Council Action: Council action is required if there is council interest in addressing the issue. Potential motions ...

1. I move the city council authorizes Mayor Kind and Councilman Fletcher to proceed with contacting MnDOT representatives to request changes to the timing of the traffic signal light located at the intersection of Christmas Lake Road and Hwy 7.
2. Do nothing or other motion ???



Agenda Number: 9C

Agenda Date: 10-04-17

Prepared by Deb Kind

Agenda Item: 1st Reading, Ordinance 273, Updating Chapter 5 Fee Schedule

Summary: Attached is the draft of the fee ordinance based on the council's 8/2 and 9/6 worksession discussions.

Timeline:

- 10-04-17 City council considers 1st reading of the ordinance (may make revisions / may waive 2nd reading).
- 10-05-17 If the 2nd reading is waived, the ordinance is submitted to the Sun-Sailor for publication.
- 10-12-17 If the 2nd reading is waived, the ordinance is published in the Sun-Sailor on this date.
- 11-02-17 City council considers 2nd reading of the ordinance (may make revisions).
- 11-09-17 The ordinance is submitted to the Sun-Sailor for publication.
- 01-01-18 The new fees go into effect on January 1.

Council Action: None required. Potential motions ...

1. I move the city council (1) approves the 1st reading of ordinance 273 amending chapter 5 fees as written / as amended; (2) waives the 2nd reading; and (3) directs the ordinance be sent to the Sun-Sailor for publication.
2. I move the city council (1) approves the 1st reading of ordinance 273 amending chapter 5 fees as written / as amended; and (2) directs the ordinance be placed on the next city council agenda for a 2nd reading.
3. Do nothing or other motion ???

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.

ORDINANCE NO. 273

**AN ORDINANCE OF THE CITY OF GREENWOOD, MINNESOTA
AMENDING GREENWOOD ORDINANCE CODE CHAPTER 5 FEES**

THE CITY COUNCIL OF THE CITY OF GREENWOOD, MINNESOTA DOES ORDAIN:

SECTION 1.

The Greenwood ordinance code section 510 fee schedule is amended as follows:

Type of License, Permit, or Fee	Section	Fee	Conditions & Terms
Building Permit	300.10 1140.17 subd 2	Per 1997 Uniform Building Code, <u>plus \$200 for projects that increase hardcover by 200 sq ft or more and for projects that received a hardcover variance.</u>	
Municipal St. Alban's Bay Dock Permit	425.30 (5)	\$1400 <u>\$1450</u>	Per slip, per season
Recycling Collection Fee	475.30	\$44 <u>\$16</u>	Quarterly
Variance Application Fee	1155.25	\$400 <u>\$450</u> plus consultant and contract service provider expenses incurred by the city as they exceed the base fee amount	Per application

SECTION 2.

Effective Date. This ordinance shall be effective January 1, 2018.

Enacted by the city council of the city of Greenwood, Minnesota this ___ day of _____, 2017.

___ AYES ___ NAYS

CITY OF GREENWOOD

By: _____
Debra J. Kind, Mayor

Attest: _____
Dana H. Young, City Clerk

CITY OF GREENWOOD

Debra J. Kind, Mayor
Attest: Dana H. Young, City Clerk
First reading: _____, 2017
Second reading: _____, 2017
Publication: _____, 2017



Agenda Number: 9D

Agenda Date: 10-04-17

Prepared by Deb Kind

Agenda Item: Consider Res 22-17, MCES Grant Application for Sanitary Sewer Improvement Work

Summary: City Clerk Dana Young provided the attached resolution that must be approved in order to submit a grant application to the Metropolitan Council Environmental Services for Inflow & Infiltration projects. Brian Simmons, with Bolton & Menk, will be working with Councilman Cook to finalize the grant application.

Council Action: None required. Potential motions ...

1. I move the city council adopts the resolution 22-17 approving MCES grant application for sanitary sewer improvement work.
2. Do nothing or other motion ???

**City of Greenwood
Resolution 22-17**



A RESOLUTION APPROVING APPLICATION FOR MCES GRANT FUNDING FOR SANITARY SEWER IMPROVEMENT WORK

WHEREAS, the State Legislature authorized \$3.739 Million for the 2017 State Bond Fund Municipal I/I Grant Program (Grantee Program) and designated the Metropolitan Council to administer this program through the Metropolitan Council Environmental Services (MCES); and

WHEREAS, MCES sent out notice of the grant program and its guidelines to all eligible cities, which includes the city of Greenwood, on August 24, 2017 and requested grant applications by September 22, 2017; and

WHEREAS, the city is applying for grant dollars from the 2017 State Bond Fund Municipal I/I Grant Program (Grantee Program) via the MCES; and

WHEREAS, the city's estimated Final Reimbursement Amount, shall be payable upon completion of all qualifying projects and submittal of a reimbursement request subsequent to the execution of a city / MCES Grant Agreement on or before November 15, 2019; and

NOW, THEREFORE, BE IT RESOLVED that the city council of the city of Greenwood that:

1. The Greenwood city clerk and city engineer are authorized to submit an application to the 2017 State Bond Fund Municipal I&I Grant Program to request reimbursement for completing authorized I&I projects.
2. Greenwood city clerk Dana Young is authorized to sign all grant documents on behalf of the city of Greenwood.

ADOPTED by the city council of Greenwood, Minnesota this ___ day of _____, 2017.

___ AYES ___ NAYS

CITY OF GREENWOOD

By: _____
Debra J. Kind, Mayor

Attest: _____
Dana H. Young, City Clerk



Agenda Number: **11A-E**

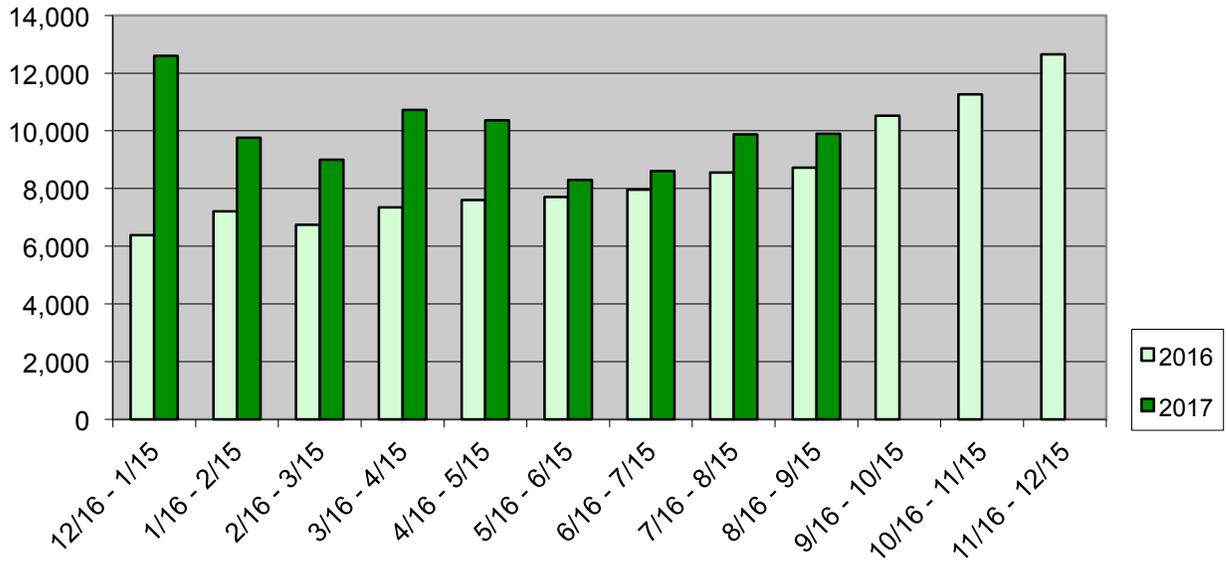
Agenda Item: Council Reports

Summary: This is an opportunity for each council member to present updates and get input regarding various council assignments and projects.

Related documents are included in the hard copy of the full council packet and in the electronic version of the packet available at www.greenwoodmn.com.

Council Action: None required.

City of Greenwood
Website Total Hits



Month	2016	2017	Variance with Prior Month	Variance with Prior Year	Bulk Email List
12/16 - 1/15	6,382	12,599	-48	6,217	161
1/16 - 2/15	7,209	9,758	-2,841	2,549	160
2/16 - 3/15	6,741	8,996	-762	2,255	163
3/16 - 4/15	7,351	10,728	1,732	3,377	163
4/16 - 5/15	7,603	10,366	-362	2,763	165
5/16 - 6/15	7,711	8,301	-2,065	590	164
6/16 - 7/15	7,962	8,604	303	642	165
7/16 - 8/15	8,555	9,873	1,269	1,318	165
8/16 - 9/15	8,719	9,901	28	1,182	165
9/16 - 10/15	10,528	-	-9,901	-10,528	-
10/16 - 11/15	11,261	-	0	-11,261	-
11/16 - 12/15	12,647	-	0	-12,647	-
AVERAGE	8,556	9,903			

POPULATION: 702
EMAIL ADDRESSES % OF POPULATION: 23.50%

Population source: www.metrocouncil.org, Data & Maps, Download Data, Population and Household Estimates
 Population figure updated: 03-31-17

Update: Our power has been restored but our phone system needs to be replaced. Please email us at support@govoffice.com if you need assistance. Thanks for your patience!

Site Statistics

Use this reporting tool to see your site statistics for your public site for this month or the previous month. Statistics for the Administration (or "admin") side of your site are not included in this report. Additionally, visits you make to your own site while administering it are not included in these statistics. All data collected before the previous month has been purged from our system and is not available for use; therefore, we recommend printing this report each month for your records.

The first report - Page Views by Section - shows total page views for each section. The second report - Unique Visitors by Section - shows the total page views for each section without the return visitors (showing only views from unique IP addresses). For example, if you browse to a page today, and then browse to that same page tomorrow, your viewing of that page would only be counted once in the unique (second) report.

Each report lists sections in page view order (highest number of page views first) and only lists sections that have had traffic within the reporting period. It does not list those sections without traffic.

Begin Date

End Date

Report Name

Page Views by Section

Section	Page Views	Percent of Total
Default Home Page	6306	63.69%
RFPs & Bids	441	4.45%
Welcome to Greenwood	390	3.94%
Agendas, Minutes, Meeting Packets	384	3.88%
City Departments	336	3.39%
Forms, Permits, Licenses	141	1.42%
Code Book of Ordinances	140	1.41%
Mayor & City Council	116	1.17%
Planning Commission	115	1.16%
Assessments & Taxes	110	1.11%
Garbage & Recycling	83	0.84%
St. Alban's Bay Lake Improvement District	76	0.77%
Spring Clean-Up Day	74	0.75%
Comp Plan & Maps	67	0.68%
Meetings on TV	58	0.59%
Photo Gallery	54	0.55%
Public Safety Alerts	53	0.54%
Agendas, Minutes, Meetings	53	0.54%
Parks, Trails & Watercraft Amenities	52	0.53%
Meetings	49	0.49%
Watercraft Spaces	48	0.48%
Lake Minnetonka	46	0.46%
Elections, Voting	46	0.46%
Budget & Finances	44	0.44%

Quick Tips

The reports offered in your Site Statistics tool only track activity on the public side of your site.

In each report, a section named "Default" and a section named "Home" may appear.

A page view gets attributed to "Default" when a visitor to your site types your URL into his or her Web browser. In most cases, the "Default" section is your Home Page.

A page view gets attributed to "Home" each time a visitor clicks the "Home" button on your Web site.

In the Page View (Default) report, only sections with Web traffic are reported and they are listed in page view order.

In the Page View by Section report, sections are listed in the order they appear in the navigation menu and are reported regardless of their traffic level.

In the Referrers report, it is important to remember that your own site acts like a referrer. So, don't be surprised if you see your own Web address(es) listed -- this tracks the number of times people went from one part of your site to another.

Smoke Testing	40	0.4%
Swiffers NOT Flushable	36	0.36%
Habitat 500 Bike Ride	36	0.36%
Old Log Events	36	0.36%
Email Sign-Up	34	0.34%
Search Results	34	0.34%
Links	33	0.33%
Sewer, Stormwater, Water, Garbage, Recycling	29	0.29%
Coyotes & Animal Services	29	0.29%
Community Surveys	28	0.28%
Finances, RFPs, Taxes, Assessments	28	0.28%
Recreation, Amenities	27	0.27%
City Newsletters	26	0.26%
Tree Contractors	26	0.26%
July 4th	25	0.25%
Fire Department	24	0.24%
Emergency Preparedness	23	0.23%
Tour de Tonka	22	0.22%
News, Events	22	0.22%
Well Water	21	0.21%
Luck O' the Lake	18	0.18%
Library Events	13	0.13%
Road Closures & Detours	4	0.04%
Unsubscribe	4	0.04%
---	1	0.01%
TOTAL	9901	100%

Unique IPs by Section

Section	Unique IPs	Percent of Total IPs
Default Home Page	2235	52.46%
City Departments	273	6.41%
Welcome to Greenwood	203	4.77%
Agendas, Minutes, Meeting Packets	151	3.54%
Code Book of Ordinances	80	1.88%
Forms, Permits, Licenses	79	1.85%
Mayor & City Council	75	1.76%
Assessments & Taxes	60	1.41%
St. Alban's Bay Lake Improvement District	59	1.38%
Planning Commission	55	1.29%
Comp Plan & Maps	50	1.17%
Garbage & Recycling	48	1.13%
Spring Clean-Up Day	46	1.08%
Lake Minnetonka	41	0.96%
Public Safety Alerts	40	0.94%
Meetings on TV	36	0.85%
Parks, Trails & Watercraft Amenities	35	0.82%
Photo Gallery	35	0.82%
Watercraft Spaces	35	0.82%
Elections, Voting	34	0.8%
Agendas, Minutes, Meetings	33	0.77%
Meetings	32	0.75%
Old Log Events	31	0.73%
Swiffers NOT Flushable	30	0.7%
Smoke Testing	28	0.66%
Links	27	0.63%
Budget & Finances	27	0.63%
Coyotes & Animal Services	26	0.61%
Email Sign-Up	25	0.59%
RFPs & Bids	24	0.56%

Habitat 500 Bike Ride	23	0.54%
July 4th	23	0.54%
Sewer, Stormwater, Water, Garbage, Recycling	22	0.52%
Search Results	21	0.49%
Tree Contractors	21	0.49%
Emergency Preparedness	20	0.47%
City Newsletters	20	0.47%
Community Surveys	20	0.47%
Finances, RFPs, Taxes, Assessments	19	0.45%
Recreation, Amenities	19	0.45%
Fire Department	18	0.42%
Well Water	17	0.4%
Tour de Tonka	17	0.4%
News, Events	17	0.4%
Luck O' the Lake	14	0.33%
Library Events	11	0.26%
Road Closures & Detours	2	0.05%
Unsubscribe	2	0.05%
---	1	0.02%
TOTAL	4260	100%

Generate Download File (.csv) for the current report:

Done



Agenda Number: **FYI**

Agenda Item: FYI Items in Council Packet

Summary: The attached items are included in the council packet for the council's information (FYI) only. FYI items typically include planning commission minutes and other items of interest to the council. When the agenda is approved at the beginning of the meeting, any council member may request to move an FYI item to the regular agenda for further discussion. Moved items will be placed under Other Business on the agenda.

Council Action: No council action is needed for FYI items.

RECEIVED SEP 13 2017

September
11th 2017

Dear city of exelsior:
we need A public skatepark!
evryone IS skateboarding on
The streets. That IS just Dangorus.
There Are people out here
That would NOT Like skateboarder.
Roaming Around evry street. vs skater
on The other Hand, would like A
Place set aside to just skate. The back of
Feild by The movie Theater would work.

Signed, Elliot Jones Age 10