

**CITY OF SHOREWOOD
CITY COUNCIL REGULAR MEETING
MONDAY, NOVEMBER 28, 2022**

**5755 COUNTRY CLUB ROAD
COUNCIL CHAMBERS
7:00 P.M.**

For those wishing to listen live to the meeting, please go to ci.shorewood.mn.us/current_meeting for the meeting link. Contact the city at 952.960.7900 during regular business hours with questions.

AGENDA

1. CONVENE CITY COUNCIL MEETING

A. Pledge of Allegiance

B. Roll Call

Mayor Labadie____
Siakel____
Johnson____
Callies____
Gorham____

C. Review and Adopt Agenda

Attachments

2. CONSENT AGENDA The Consent Agenda is a series of actions which are being considered for adoption this evening under a single motion. These items have been reviewed by city council and city staff and there shall be no further discussion by the council tonight on the Consent Agenda items. Any council member or member of city staff may request that an item be removed from the Consent Agenda for separate consideration or discussion. If there are any brief concerns or questions by council, we can answer those now.

Motion to approve items on the Consent Agenda & Adopt Resolutions Therein:

- | | |
|--|--|
| A. City Council Work Session Minutes of November 7, 2022 | Minutes |
| B. City Council Work Session Minutes of November 14, 2022 | Minutes |
| C. Municipal Canvas Board Meeting Minutes of November 14, 2022 | Minutes |
| D. City Council Regular Meeting Minutes of November 14, 2022 | Minutes |
| E. Approval of the Verified Claims List | Claims List |
| F. Approve Permanent Appointment of Matt VanLith,
Public Works Light Equipment Operator | Director of Public Works Memo |
| G. Accept Donation from Minneapolis Southwest Lions Club
For Diabetes Emergency Kit to SCEC | Parks/Rec Director Memo
Resolution 22-119 |
| H. Approve Assessment Agreement for Water Connection | Finance Director Memo
Resolution 22-120 |
| I. Approve Holiday Schedule | City Administrator Memo |

3. MATTERS FROM THE FLOOR This is an opportunity for members of the public to bring an item, which is not on tonight's agenda, to the attention of the mayor and council. When you are recognized, please raise your hand or use the raise your hand feature. Please identify yourself by your first and last name and your address for the record. After this introduction, please limit your comments to three minutes. No action will be taken by the council on this matter. The mayor or council may request that staff place this matter on a future agenda or ask staff to address it during Item 10. Staff Reports. (No Council Action will be taken)

4. PARKS

- A. Report by Commissioner Hirner on 10-25-22 Park Commission Meeting Minutes

5. PLANNING

- A. Report by Commissioner Riedel on 11-15-22 Planning Commission Meeting Minutes
- B. Review Conditional Use Permit for Antenna Collocation Planning Director Memo
Applicant: SMJ International on behalf of ATT Resolution 22-121
Location: 24283 Smithtown Road
- C. Review Concurrent Detachment/Attachment with Chanhassen Planning Director Memo
Applicant: Carl Zinn Resolution 22-122
Location: North ½ of 6200 Cardinal Drive (3411723440052) Resolution 22-123
Ordinance 22-595
Resolution 22-124

6. GENERAL/NEW BUSINESS

7. STAFF AND COUNCIL REPORTS

- A. Staff
- B. Mayor and City Council

8. ADJOURN

CITY OF SHOREWOOD
CITY COUNCIL WORK SESSION MEETING
MONDAY, NOVEMBER 7, 2022

5755 COUNTRY CLUB ROAD
COUNCIL CHAMBERS
6:00 P.M.

MINUTES

1. CONVENE CITY COUNCIL WORK SESSION MEETING

Mayor Labadie called the meeting to order at 6:00 P.M.

A. Roll Call

Present. Mayor Labadie; Councilmembers Johnson (via video-conference) Labadie, Siakel, Gorham, and Callies; Interim City Administrator Shukle; Planning Director Darling; Director of Public Works Brown; and, Parks and Recreation Director Crossfield

Absent: None

B. Review Agenda

Callies moved, _Gorham_ seconded, approving the agenda as presented. Motion passed 4/0.

2. INTEGRATED PESTICIDE MANAGEMENT PLAN (IPM) PHASES 1 AND 2

Planning Director Darling reminded the Council that the City had contracted with the IPM Institute of North America to prepare a guiding document regarding alternatives to the use of chemicals or pesticides for City owned facilities and grounds. She noted that as the City moves forward it is important to have a clear approach in addressing this issue, but also recognize that it will involve additional labor, costs, and other tradeoffs by having such a policy. She reviewed the list of questions for Council to consider as they are reviewing the materials being presented. She introduced Ryan Anderson, IPM Institute of North America and Alec McClennan and Sydney Leziac of Good Nature Organic Lawn Care/Midwest Grows Green.

Mayor Labadie noted that tonight's meeting is informational and not for citizen input, but assured residents that this would not be the last time this item would be in front of the Council.

Ryan Anderson, Sustainable Communities Manager, IPM Institute of North America, gave a brief overview of IPM Institute and noted that he feels that there are various tools that can be used to control pests and weeds, with pesticides being used as a last resort. He gave a presentation that outlined the three phases of their Technical Assistance Program (TAP): Phase 1 – Sustainable Landscaping Audit; Phase II – Three Year Sustainable Landscape Management Plan; Phase III Implementation of Audit and Plan Recommendations. He reviewed the City's pollinator policy and outlined the best management practices and areas that had room for improvement for each clause. He reviewed the types of pesticide products that the City has used.

Mr. Anderson explained the idea behind prioritizing and classifying the fields based on the visibility of the park, foot traffic for the park, and the communities expectations. He outlined the different categories and explained which parks were in each category and what cultural management practices would be used in each as well as the use of data points for product purchasing. He

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stated that the Phase I recommendations are to prioritize the fields, increase cultural controls, and use data for fertility needs and weed control. He stated that there are additional recommendations within the report for non-turf grass areas with what IPM refers to as a flywheel weed management approach. He gave an overview of some ways the flywheel approach could be applied to the algae growth at Manor Pond, buckthorn control, pollinator friendly zones, and emerald ash borer.

Councilmember Gorham asked about timing for all of the recommendations that are being made because they are now basically into the winter months.

Mr. Anderson confirmed that the City had missed the overseeding and aeration window of time for the fall, so they would now recommend that the efforts begin in the spring with things related to turf grass management.

Alec McClennan, Good Nature Organic Lawn Care, gave a presentation regarding their assessment of the City parks and recommendations moving forward. He gave an overview of various turf maintenance styles including traditional, organic and pesticide free. He explained that it is possible to have a nice field without resorting to pesticide use and reviewed ways to mow properly, feed the soil, and seed regularly. He explained that they had tested all the City's fields with both a nutrient and a physical analysis. He stated that the soil tended to be high in magnesium and calcium, have low potassium and phosphorus, and reviewed ways that the soil could be fed. He reviewed the best time to seed, how overseeding can be accomplished, and what type of seed works well. He noted that they are suggesting that the City add slit seeding to their operations and reviewed some of the benefits of also seeding with micro-clover as a way to be more pollinator friendly. He explained some of the options for reclassification of parks/fields and reviewed some of the budget considerations for pesticide free or treating fully organically for the current categories compared to their suggestions. He stated that there are benefits and challenges for the Council to consider with alternative ways to take care of the fields.

Councilmember Gorham asked Mr. McClennan to review the spreadsheet information that outlined their recommendations.

Mr. McClennan reviewed the options and estimated costs for the City fields in using either full organic, pesticide free, as well as the option of micronutrient treatments. He noted that they are flexible and the plan can be gone through on a field by field basis and the City can pick and choose how each should be treated based on their budget.

Mayor Labadie thanked Mr. McClennan for his presentation and noted that it was very understandable, but noted that there was a lot of information shared with the Council that will need to be digested. She asked if Park Commissioner Levy would like to make any comments to the Council.

Commissioner Levy stated that she was here just to observe the meeting.

Mayor Labadie asked staff to weigh in with their thoughts on the information that has been presented.

Public Works Director Brown stated that he has one minor correction to the report. He noted that the report stated that the City did not have irrigation in their parks, but explained that there were considerable areas in Freeman Park that do have irrigation. He stated that he felt the

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recommended plan looks good from a methodical standpoint, but noted that he felt the 'hurdle' for this will be related to finances and manpower.

Mr. McClennan noted that there is definitely more manpower that is necessary for this kind of approach and noted that they have worked with cities in the past who have been able to get grant funding for sustainable turf care that has funded their initial expenses.

Mayor Labadie stated that one reality of the current economy is difficulty with the labor shortages and many of the recommendations do involve a lot of manpower.

Mr. Anderson recommended taking a look at www.lawnandland.org and referenced an example of a manager in Chicago who found out that they saved money by contracting the mowing rather than having staff do the work.

Mr. McClennan stated that it would not be a cost savings, but if finding manpower is a problem, the City could also look into robotic mowers.

Planning Director Darling stated that the information presented by Mr. Anderson and Mr. McClennan was a very thorough look at the City's practices.

Mayor Labadie noted that the report put together by Planning Director Darling included some potential next steps for the Council to consider such as holding another Work Session meeting, holding a listening session for public comment, or formal adoption. She stated that, in her opinion, she did not think the City was anywhere near being ready to formally adopt anything yet.

Councilmember Callies stated that she liked the idea of prioritizing the fields, the cultural controls, and using data points. She stated that a big concern she has is that this is being driven by the Bee Friendly resolution that was passed in 2014. She noted that both of the consultants talked about flexibility and ultimate goals for the City and the recommendations were not 'must' do, however, the way the resolution is written, it does not allow for any middle ground because it is a zero tolerance resolution that she feels has had unintended consequences. She stated that in hindsight, it would have been a good idea to have this study before the resolution and stated that she did not think it was fair to staff to maintain the resolution in its current form as 'must have zero tolerance' policy. She reiterated that both consultants also said that there can be an ultimate goal that the City can strive to achieve, but it does not have to be done today or tomorrow. She stated that in terms of the big picture, she feels the resolution should be changed and worded in a different way so that the City can work towards the goal of reducing the use of chemicals.

Mr. McClennan stated that their pesticide free approach would comply with the existing resolution.

Councilmember Callies stated that she did not think the language in the resolution would support the approach that was being discussed with recategorizing certain areas of the parks. She stated that she did not intend to just dwell on the resolution, but feels that it is a significant factor in how the City got to where it is today in looking at this issue. She reiterated that she feels that there needs to be a new resolution so the City can apply the policies in a more appropriate manner.

Mayor Labadie noted that at the time the resolution was passed she was on the Council along with Councilmembers Siakel, Johnson, and former Mayor Scott Zerby, who was present in the audience tonight. She stated that when it was passed, Shorewood was the first City in the State to pass any type of 'bee-safe' resolution. She noted that it is quite common that codes and

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resolutions are reviewed and modified over time. She stated that this resolution has not been modified since 2014, but agreed with the interpretation of Councilmember Callies of the existing resolution and thinks looking at the resolution would be worthy of a discussion.

Councilmember Siakel stated that she did not see an issue in amending the resolution and believes what Councilmember Callies has stated is accurate and would agree that there had been some unintended consequences that have come from the resolution. She noted that the intent and the reasons that the City had the resolution in the first place are still valid, but would agree that taking another look at the resolution may be a good thing. She asked about the emerald ash borer chemical treatments and who was applying the product.

Public Works Director Brown stated that Davey Tree is applying the product for the City under a contract.

Councilmember Siakel stated that it is done every year, but they are telling the consultants that it is good for three years. She stated that it may be a good idea to dust off and make sure there is a good understanding of where things are with regard to the tree inventory for the next five years.

Public Works Director Brown explained that what they try to do is select thirty specimen ash trees that they want to save each year and are not injecting the same tree every year.

Councilmember Siakel stated that she understands that tonight's meeting is to just review the information, but she would like to, at some point, hear from the public. She stated that there is a lot of change happening within the City with the retirement of Public Works Director Brown and the search for a new City Administrator and agreed that this may be the time to consider whether the City brings someone in to do the mowing and application.

Councilmember Gorham stated that he wants to be careful with changing the language of the resolution because it almost makes it look like the City cannot comply, so they just want to make the language looser. He stated that he feels both Mr. Anderson and Mr. McClellan have given the City recommendations on how they can reduce the danger levels. He stated that as long as the language is carefully constructed where the City is still not using systemic pesticides, he would be in support of taking a fresh look at this resolution. He stated that his biggest issue is with implementation because they have to look at costs, including the possible slit seeder and a possible mowing contract, which means that what has been presented is not quite the full picture of the cost. He noted that he would like to see more robust input from Public Works on what this proposal really is to help inform the decision making around a possible levy for these costs. He stated that he suspects that when this moves forward that there will be a lot of trial and error and asked how staff would be trained.

Councilmember Callies asked if there was anybody available locally so the City did not have to pay for a consultant to come in from out of State. She stated that she did not mean to imply that Mr. McClellan had not done a great job thus far, but feels that they should take a look and see if there is someone that does not have to be flown in for this work.

Mr. McClellan stated that he believes that there are folks near the City that could be contracted out to do much of the work. He noted that the benefit that he can provide is to be an impartial sounding board for the City on the turf side of the equation.

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Mayor Labadie noted that she believes every Councilmember who has spoken on this has shared that they are interested in getting input from the public.

The Council discussed getting public input via an Open House type format with the consultants present and the possibility of holding another Council Work Session.

Mr. McClellan suggested that they work with the appropriate staff member to take the framework that they have put together and put it into a concrete picture for pricing and what they would like to do and then the public can comment on that. He stated that in its current form, there are a lot of options presented that don't allow for there to be a firm budget number which would be hard for the public to comment on.

The Council discussed the possibility of holding another Council Work Session to review the resolution language and set the parameters for what the public would be commenting on.

Mayor Labadie asked if there was anyone from the public that would like to comment and give the Council input on what direction they would like to see the City focus on based on what had been presented this evening.

Jeff Dinsmore, 5805 Minnetonka Drive, stated that he thinks, before the Council has another work session, that they should have some public input. He stated that one of his thoughts is to make sure that they are coming at this from a bit higher level and consider the philosophy behind this way of looking at things more holistically. He stated that with regard to ash trees, his big question is why the City was treating them for cosmetic reasons and with systemic pesticides, because then they stop being part of the natural ecosystem and can do harm to parts of what is around them, in terms of wildlife.

Patricia Houser, 5805 Minnetonka Drive, stated that when they originally presented the resolution, they never called it 'Bee-friendly', they called it 'Bee-safe' and their hope was that it would help the community. She stated that she would like the City to go back and revisit why they talked about systemic pesticides. She stated that the information presented by Mr. Anderson and Mr. McClellan has been really good but she would like there to have been a focus on the meaning of 'systemic'. She stated that regarding the treatment for emerald ash borer she feels it is very harmful and does not do a service to the City in the long run. She stated that she thought the information presented by Mr. McClelland was excellent and was a way to look at how the City can do this over the long term. She stated that she felt that it would really have a positive impact on the health and safety of children as well as insects and pollinators. She stated that she strongly recommends that the City spend time really figuring out how to do this and, if not, they should not say that this is a 'Bee-safe' City.

Mr. Anderson stated that regarding the resolution, he feels that there is still value in having those end goals and noted that he really wanted to stress Clause #6 that is an annual 'progress' report. He stated that he believes that was included because in most cases you are not able to simply go 'cold turkey' on the use of pesticides. He stated that with regard to the question of bringing in outside consultants, he wanted to clarify that the City had a signed contract with them for all three phases.

Mayor Labadie stated that she feels the Council should take a look at the language of the existing resolution but noted that it may be a good idea to wait until the new Councilmembers are involved.

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Councilmember Callies agreed that this will take time and explained her concern with the resolution in its current form. She explained that she did not think that needed to await the new Councilmembers and felt it could be on an upcoming agenda.

Councilmember Gorham stated that he feels it makes sense to wait because there are about to be two new Councilmembers, a new City Administrator and a new Public Works Director.

Councilmember Siakel disagreed and noted that it is really just a handful of words and the amendments would not change the intent.

Mayor Labadie asked staff to put discussion of the resolution language on an upcoming agenda.

Councilmember Callies offered to work with staff on some proposed language amendments for the resolution.

Councilmember Gorham stated that he feels this is something that should also have resident input.

Councilmember Callies noted that she was talking about making fairly small changes to the language and shared examples of where she would like to see some language changed.

Mayor Labadie stated that she agreed that the Council should look at the resolution and noted that she had also flagged some things within the resolution, but upon further thought, she agreed with Councilmember Gorham that it needs more discussion before it is put on an agenda for action to be taken. She stated that she would like to see it put on a Work Session and allow for resident comment on it before it is on a regular agenda for action.

Councilmember Callies noted that a work session is not a public hearing and feels that perhaps the Council is beating this issue a bit too much.

Councilmember Siakel stated that if the proposed language amendments are discussed by the Council in an open forum, she asked what the difference would be discussing it at a Work Session versus a regular Council meeting.

Councilmember Gorham expressed concern that if this comes back before the Council with 'cooked' language amendments, it makes it seem like it is already a done deal and without community input, he feels it will not go anywhere.

Councilmember Callies stated that she would disagree with the characterization of 'cooked' language. She stated that her point that she is bringing up is that she does not believe the resolution accurately reflects what the circumstances are today and reiterated that she believed that there had been some unintended consequences from it and she felt the language of the resolution should match what the City is actually doing.

Scott Zerby, 5680 Christopher Road, stated that he co-founded this resolution along with Ms. Houser when he was the mayor. He explained that the importance was on looking at the health of residents and that had started with the idea of the bees being at the bottom of the food chain. He stated that he believes that what Councilmember Callies may be reaching for is to try to put 'best practices' into the resolution. He noted that he thought the resolution was a stepping stone towards broader things and he appreciates the Council's interest in continuing that approach. He

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stated that the money this Council has invested in the IPM program is astounding and impressive, however, he felt that putting best practices into the resolution does not put any onus on anyone because nothing would actually be done.

Councilmember Gorham stated that he does not feel as though the City has really tried to meet the spirit of the language in the resolution. He stated that he questions changing the language without having at least tried to meet it. He explained that he did not like the idea of lowering the bar nor did he feel creating more gray areas was necessary. He stated that he would like to give it a try and if, by year three, the City finds that it is unsustainable, then they can take another look at the language.

Mayor Labadie stated that in her opinion, as an attorney, the existing language is too strict for the City to be able to implement most of the things that the consultants were talking about in their presentations.

Councilmember Siakel stated that as former Mayor Zerby stated, the original resolution was a start and intended to be a stepping stone. She stated that she is in favor of proposing some new language and having the Council discuss it and does not think there needs to be a lot of meetings added to the calendar.

Councilmember Callies noted that if the proposed changes are on the agenda and it does not receive a second, then it would not go anywhere. She stated that she did not feel it is right to have a resolution in place that does not at all allow for any use of pesticides anywhere in the City.

Ms. Houser noted that it did not say that and stressed the importance of the word 'systemic'.

Mayor Labadie stated that this needs more discussion, and asked staff to include it on an upcoming agenda.

Councilmember Gorham asked if there would be public comment on the topic.

Planning Director Darling stated that typically the Council does not take comment for non-public hearings, but they could gather public input prior to the meeting for example a survey or invite them to e-mail.

Councilmember Gorham stated that he does not want to see this go to something like Survey Monkey because he feels it seems bigger than that. He suggested that the Council spend time at a work session working on the language and then have it available for public comment.

Councilmember Siakel stated that she felt the Council was over complicating this issue.

Councilmember Callies stated that she did not feel that this was proposing a major policy change.

Councilmember Gorham disagreed and stated that he felt making that kind of change could be considered a major policy change because the City was a landmark City when this resolution was adopted. He stated that it is on the website and is very important to people.

Mayor Labadie suggested that this item be put on a short work session with the hope that when it is put on the agenda that all five Councilmembers can be present.

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Councilmember Gorham stated that he would like to suggest a thirty minute work session, an opportunity for public comment, and then an agenda item for a vote.

Councilmember Callies asked if he meant that he wanted to hold three separate meetings on this topic.

Councilmember Gorham stated that was his suggestion and noted that he felt the work session would be very short.

Mayor Labadie noted that the Council had also discussed the possibility of holding an Open House for implementation of the larger plan from IPM and involvement of consultants. She asked if Public Works Director Brown and Planning Director Darling could work with them on honing in on some of the details prior to getting public comment.

Public Works Director Brown stated that from his back of the napkin calculations, to step into this program and look at equipment and material costs the \$45,000 that is budgeted for next year is clearly not going to be enough. He stated that he thinks they can work to get their arms around the cost and ask Finance Director Rigdon about what impact that will have on the levy. He stated that they may need to take a look at how they can step into this with their financial limitations right now and implement this over time.

Councilmember Callies noted that his use of the term 'implement over time' suggests that it is a progression which is not what is in the current resolution language.

Mayor Labadie stated that her understanding of the direction being given was that staff would work with the consultants and narrow down various aspects of the program that can be discussed more thoroughly and be presented to the public.

3. ADJOURN

Gorham moved, Callies seconded, Adjourning the City Council Work Session Meeting of November 7, 2022, at 8:56 P.M. Motion passed 4/0.

ATTEST:

Jennifer Labadie, Mayor

Sandie Thone, City Clerk

CITY OF SHOREWOOD
CITY COUNCIL WORK SESSION MEETING
MONDAY, NOVEMBER 14, 2022

5755 COUNTRY CLUB ROAD
COUNCIL CHAMBERS
6:00 P.M.

MINUTES

1. CONVENE CITY COUNCIL WORK SESSION MEETING

Mayor Labadie called the meeting to order at 6:00 P.M.

A. Roll Call

Present. Mayor Labadie; Councilmembers Johnson, Labadie, Siakel, Gorham, and Callies; City Attorney Shepherd; Interim City Administrator Shukle; City Clerk/HR Director Thone; Finance Director Rigdon; Planning Director Darling; Director of Public Works Brown; and, City Engineer Budde

Absent: None

B. Review Agenda

Callies moved, Siakel seconded, approving the agenda as presented. All in favor, motion passed 5/0.

2. ADMINISTRATION DEPARTMENT REORGANIZATION

Interim City Administrator Shukle noted that another Council packet had been left on the dais prior to the meeting because some of the copies that were sent out in the original packet had not copied correctly. He gave an overview of past discussions regarding a proposed reorganization plan for the Administration Department which came about as a result of the resignation of former Communications/Recycling Coordinator Julie Moore. He noted that when this was brought up to the Council the direction was to hold more detailed discussion at a Work Session which is why it was on tonight's agenda. He reviewed the various options and possible reorganization that he and City Clerk/HR Director Thone had considered for filling this vacancy and explained that their proposal would allow for advancement for some existing employees. He explained that the intent was not for the proposed changes to seem rushed and apologized if that was the impression the Council had received. He stated that they were trying to address the workload of the Administration Department and explained that staff was stretched thin right now. He noted that if the City does not opt to move forward with this reorganization plan, the City Council will have to consider posting the Communications/Recycling Coordinator position. He stated that staff feels the proposed reorganization is a good plan and noted that the overall budget impact is just a bit over \$11,000.

Mayor Labadie thanked Interim City Administrator Shukle and City Clerk/HR Director Thone for the time that they have put into this proposal. She asked that Council focus their discussion on giving staff direction on this proposal. She stated that at the last Council meeting, the Council had given additional direction to staff to allow an existing staff member to pick up more hours but noted that they did not specify the rate of pay/compensation and those actions ended up causing stress amongst the office staff. She stated that what has been presented appears to be an all or nothing kind of reorganization and affects four members of the current staff and one vacancy

which is essentially one-fifth of the City's staff. She expressed her concern with the possible restructure and shift in the job duties and noted that she was not sure that the existing employees wanted this change or not. She reviewed some of the duties and actions for the vacant position that need to be addressed in a timely manner such as grant processing, newsletter, City website and social media commentary. She asked that the Council be delicate with their comments since this includes current and former staff members.

Councilmember Callies stated that her initial concerns about this proposal are that she does not think the Council has much more information than they were presented with at the Council meeting when it was first brought up and was surprised to see it back on the agenda so soon because she thought the Council had given direction for this to come back to the table when the new City Administrator is on board. She stated that this is a major reorganization that involves a lot of staff members and while she thinks it is a good idea to give opportunities for people to be able to move up through the City's system, she remains concerned about the process. She noted that the information shared by Mayor Labadie regarding the duties and actions that need to be addressed for the vacant position, have not been shared prior to this evening.

Mayor Labadie noted that another thing to keep in mind is that there was one front desk member out on medical leave followed by the election and staff has stepped up and filled in the gaps. She stated that she is worried about staff feeling burnt out.

Councilmember Gorham stated that with the City so close to having a new City Administrator, he feels that both he and Councilmember Callies feel that it made sense to wait to consider this change until that individual could be involved. He stated that there is the possible thought process that it may be better for the Council to take a look at this in order not to place the new City Administrator in the position of being the 'bad guy' without knowing the employees and the full situation yet.

Councilmember Callies stated that also brings to mind the point that the Council had discussed having the new City Administrator start sooner and explained that she was not sure why there is a delay.

Mayor Labadie asked that the Council keep their comments related to this issue.

Councilmember Callies explained that she feels the two are related because of the timing. She noted that if the new City Administrator was able to start a few weeks earlier, then some of this could be dealt with then.

Councilmember Siakel stated that one thing she feels has not changed is the population of the City. She stated that she is not sure what things staff has been working on that has them so overwhelmed, but acknowledged that there have been a lot of data requests that have come in. She stated that she believes the issue of burn out can be found across the board in just about every industry and noted that, to her, this proposal seems very complicated for something that should be pretty simple. She stated that the people that are at the front desk are the face of Shorewood and all residents really want is a smile and someone who is helpful. She does not think having two people up there that are really entrenched should ever change. She noted that she was concerned that this proposed reorganization dilutes the responsibilities of the Communications person. She noted that if Miechelle wanted to become full-time she did not understand why she would not just apply for this vacant position. She stated that when the City made the change to have more of an HR function with the City Clerk position was because of

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past problems with records and was not intended to have an HR Administrator function. She stated that she needs a more convincing explanation of 'why' the City should make these changes and noted that she does think the compensation issue needs to be a separate issue from the overall organization. She explained that she appreciated the thought and work that has gone into this proposal, but does not understand why the City needs it. She stated that the one thing she knows that has changed is the amount of data requests that have come into the City, so she would understand if that is where the workload issue has come into play. She noted that she also did not want to diminish the role of the Communications person because she thinks it is important and is very resident facing.

Councilmember Johnson stated that he agreed and noted that one thing he feels has shifted is where people get their information which is often times from social media. He stated that, to him, puts even more importance on this role moving forward.

Mayor Labadie stated that she agreed and feels the voice of the City needs to come from the City and not all of them just chiming in, which means there needs to be someone central to the City that is maintaining the social media presence.

Councilmember Callies stated that the Council is discussing this at a Work Session, but are essentially spinning their wheels because they have not heard from the various department heads to really hear the facts, the needs, and what people are actually doing. She stated that she would agree with the sentiment that has been shared that communications is a very important issue and reiterated that she felt the new City Administrator should weigh in on this proposed reorganization.

Councilmember Gorham stated that this is the same information that was presented last time. He noted that the Council was struggling to understand how the pieces come together and the question of whether this was the best way to organize the office.

Councilmember Siakel stated that she thinks one question that can be answered tonight is whether the Council feels the communications role is one that should stay in tact and if so, they should give direction to re-hire for that position.

Councilmember Gorham noted that it just seems like there are a lot of 'pans on the stove' with the proposed reorganization and noted that the pay changes have not yet been studied.

Councilmember Siakel noted that she did not have a problem with the proposed compensation increase, but was not sure how they got to that amount. She noted that in the past the compensation increases have somewhat mirrored what had been given to Public Works because they are unionized and asked if this proposal meant that they would deviate from that practice.

Councilmember Gorham stated that he would be fine with a compensation study but this is one that is just being proposed for this department and questioned the fairness of that approach.

Mayor Labadie noted that she thinks the Council had already requested a compensation study to be presented at the annual retreat.

Councilmember Callies asked about the logic of combining the communications and recycling duties.

CITY OF SHOREWOOD WORK SESSION COUNCIL MEETING MINUTES
NOVEMBER 14, 2022
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City Clerk/HR Director Thone stated that she believes that the position just transformed over time and those things just happened to be strengths of Julie Moore so she took them on. She agreed that these two things were not something typically seen together, but unless it is a very large city, they do see a lot of other positions taking on the recycling duties because it is not typically a full-time job. She noted that Julie Moore was present tonight and could probably answer in greater detail.

Julie Moore explained that back in the day, there was a lot of communications people who also took on the role of recycling coordinator. She stated that since she had knowledge in both areas, combining of those duties just sort of came about.

Councilmember Callies stated that she agreed with Councilmember Siakel's statements on the need for a communications position and asked how that would affect the ability to promote employees internally. She asked if the issue for employees was the pay or if it was the job duties.

City Clerk/HR Director Thone stated that they just really felt this was an opportunity to recognize the hard working staff members. She noted that they felt it was a time to advance these individuals at a time when the City was losing people. She explained that she was open to the Council's direction and agreed that the communications role is very important for the City. She stated that the proposed changes are not due to self-interest and explained that she would be fine if her position and pay were left exactly the same but could not find a way to advance these other individuals without bumping herself up as well. She stated that due to the vacancies with the City Administrator, Communications/Recycling Coordinator, the Parks and Recreation Director, and someone on a six week medical leave, staff has taken on additional work and are pretty over taxed.

Councilmember Callies stated that with the new Parks and Recreation Director coming on board that should offer some relief.

Councilmember Gorham stated that it is hard to tell from the information that has been given to the Council if this proposal is actually what would be best for the City or if going outside to fill the Communications/Recycling Coordinator position would be best.

Councilmember Callies stated that her understanding was that even though the Council had given direction to offer Michelle additional hours, she was not interested in doing that at her existing rate of pay.

City Clerk/HR Director Thone stated that she had not spoken directly with Michelle about this, but when this plan was proposed, she was interested, if it was a promotional opportunity for her.

Mayor Labadie noted that she had raised the idea of filling some of these gaps with a temporary employee, however, City Clerk/HR Director Thone had expressed concern about the amount of training it would take to get that person up to speed and would still need to address the gap in the day to day issues.

Councilmember Callies asked if the day to day gap was primarily in the recycling and communications duties.

Mayor Labadie stated that she was not sure, but it did raise red flags for her when she found out that there were grants that had deadlines.

Councilmember Siakel asked if Bolton and Menk had individuals that work with grants so if the City needed any extra help if this may be available from them.

City Engineer Budde stated that Bolton and Menk works with a variety of grants and could assist the City, if necessary.

Councilmember Siakel stated that there are a lot of changes in this proposal that add a lot of extra layers and explained that she did not think the City needs to add the extra positions and extra layers. She stated that if they truly want to change the organization structure of the City, she feels that needs to be a much longer conversation. She noted that if she were a new City Administrator coming on board, she would want to be able to have her finger on how City Hall is run. She stated that the questions she thinks the Council needs to consider are: whether they want to wait for the new City Administrator to have input; do they want to change and add these layers; and whether they want to rehire for this existing position and if so, that it be posted.

Councilmember Johnson stated that he is in favor of posting the Communications/Recycling Coordinator position in order to see what kind of applicants the City may get and noted that he would put particular emphasis on the communications and social media aspect of the job.

There was consensus of the Council to post the existing Communications/Recycling Coordinator position, with the current job description, as written.

Mayor Labadie asked City Clerk/HR Director Thone whether, now that the elections are over and the medical leave individual has returned, whether the duties can be fulfilled along with the front desk duties if this position can be filled in a standard time frame.

City Clerk/HR Director Thone explained that staff would continue to do pretty much what they have been doing. She stated that they would be doing a bit of 'triage' and handling the most important communications and keeping up with plugging the holes on the website the best they can. She stated that she has handled recycling grants in the past with other cities and thinks that she should be able to step in and handle those for the City. She stated that there are things that will just need to be reprioritized, but some things may not get done, for example, they were not planning on doing the next newsletter because there is not enough staff.

Councilmember Siakel stated that if there are things that cannot get done, staff needs to communicate with the Council so they can give direction to address them, for example, getting help with the grants.

Julie Moore explained that there is a water efficiency grant will be due at the end of January and gave an overview of the process staff has used in the past. She noted that the grant for the recycling will be due in February.

Mayor Labadie asked if she could think of anything else from her former duties that has a deadline.

Ms. Moore explained that those two are the big 'money' things and the other things would only be things like the ten day notices for ordinances that need to go out via e-mail.

Mayor Labadie applauded staff for their outside of the box thinking and thanked the Council for their professional discussion of the issue.

3. ADJOURN

Johnson moved, Siakel seconded, Adjourning the City Council Work Session Meeting of November 14, 2022, at 6:48 P.M. Motion passed 5/0.

ATTEST:

Jennifer Labadie, Mayor

Sandie Thone, City Clerk

DRAFT

CITY OF SHOREWOOD
MUNICIPAL CANVAS BOARD MEETING
MONDAY, NOVEMBER 14, 2022

5755 COUNTRY CLUB ROAD
COUNCIL CHAMBERS
7:00 P.M.

MINUTES

1. CONVENE MUNICIPAL CANVAS BOARD MEETING

Mayor Labadie called the meeting to order at 7:00 P.M.

A. Roll Call

Present. Mayor Labadie; Councilmembers Johnson, Siakel, Gorham, and Callies; City Attorney Shepherd; Interim City Administrator Shukle; City Clerk/HR Director Thone; Finance Director Rigdon; Planning Director Darling; Director of Public Works Brown; and, City Engineer Budde

Absent: None

B. Review Agenda

Siakel moved, Gorham seconded, approving the agenda as presented. All in favor, motion passed.

2. CANVAS 2022 MUNICIPAL ELECTION RESULTS

City Clerk/HR Director Thone explained that the general election had been held on November 8, 2022. She noted that the abstracts were not available when the packets were sent out but had been placed on the dais prior to the meeting. She reviewed details related to registered voters, absentee ballots, and newly registered voters and explained that the total voter turn out for the City was around seventy-eight percent which is excellent for a mid-term election. She noted that when the race is within a half percentage point, there is publicly funded recount available. She noted that she had reached out to Nat Gorham who was within eleven votes of the Dustin Maddy to let him know that option was available to him within seven days of the canvas.

Callies moved, Labadie seconded to approve RESOLUTION No 22-118, "A Resolution Accepting Local Results of the 2022 General Election." All in favor, motion passed.

3. ADJOURN

Johnson moved, Siakel seconded, Adjourning the Canvas Board Meeting of November 14, 2022, at 7:06 P.M. All in favor, motion passed.

ATTEST:

Jennifer Labadie, Mayor

Sandie Thone, City Clerk

CITY OF SHOREWOOD
CITY COUNCIL REGULAR MEETING
MONDAY, NOVEMBER 14, 2022

5755 COUNTRY CLUB ROAD
COUNCIL CHAMBERS
7:00 P.M.

MINUTES

1. CONVENE CITY COUNCIL REGULAR MEETING

Mayor Labadie called the meeting to order at 7:07 P.M.

A. Pledge of Allegiance

B. Roll Call

Present. Mayor Labadie; Councilmembers Johnson, Siakel, Gorham, and Callies; City Attorney Shepherd; Interim City Administrator Shukle; City Clerk/HR Director Thone; Finance Director Rigdon; Planning Director Darling; Director of Public Works Brown; and, City Engineer Budde

Absent: None

C. Review Agenda

Councilmember Siakel asked to add an agenda item regarding posting of the Communications position.

Johnson moved, Siakel seconded, approving the agenda as amended, adding item 5C. under General New Business, Posting for the Communications/Recycling Coordinator Position. All in favor, motion passed.

2. CONSENT AGENDA

Mayor Labadie reviewed the items on the Consent Agenda.

Councilmember Callies asked about item I. regarding the assessment agreements for water connections and whether the homeowners had already paid a portion of the charge.

Finance Director Rigdon explained that both homeowners for this item have paid \$5,000 down and the remaining \$5,000 will be assessed.

Councilmember Callies asked about item K. regarding street sweeping and debris removal. She explained that in the memo it states that the street sweeping potentially contain contaminants that need to be disposed of properly and would potentially be used as landfill cover. She asked if the contaminants are removed or if the contaminant filled debris is being used as cover for the landfill.

City Engineer Budde stated that the landfill uses street sweepings as cover to help keep plastic bags and other lightweight debris from blowing away. He stated that they are one of the landfills that can accept this type of material without any excessive testing so it is the most economical way for the City to dispose of that material.

Callies moved, Johnson seconded, Approving the Motions Contained on the Consent Agenda and Adopting the Resolutions Therein.

- A. City Council Special Meeting Minutes of October 19, 2022
- B. Economic Development Authority (EDA) Meeting Minutes of October 24, 2022
- C. City Council Regular Meeting Minutes of October 24, 2022
- D. City Council Special Meeting Minutes of October 27, 2022
- E. Approval of the Verified Claims List
- F. Accept Donations from American Legion Post 259 and Lucky's Station for Arctic Fever Event, Adopting RESOLUTION NO. 22-108, "A Resolution Accepting Donations to the City of Shorewood 2023 Arctic Fever Event."
- G. Approve Employment Agreement for Marc Nevinski for City Administrator
- H. Approve Lease Renewal with AT&T, Adopting RESOLUTION NO. 22-109, "A Resolution Approving the Reinstatement and Ratification of a Second Amendment to Water Tower Space Lease Agreement."
- I. Approve Assessment Agreements for Water Connections, Adopting RESOLUTION NO. 22-110, "A Resolution Certifying Special Assessments on the 2023 Hennepin County Property Tax Rolls."
- J. Approve Change Order No. 1 and Accept Final Improvements for Glen Road, Amlee Road, and Manitou Lane Landscape Project, City Project 18-08, Adopting RESOLUTION NO. 22-111, "A Resolution to Approve Change Order No. 1 and Authorize Final Acceptance for the Glen Road, Manitou Lane, and Amlee Road Landscape Project; City Project 18-08."
- K. Accept Quotes and Award Contract for 2022 Street Sweeping Debris Removal, City Project 22-08, Adopting RESOLUTION NO. 22-112, "A Resolution to Accept Quotes and Award Contract for 2022 Street Sweeping Removals, City Project 22-08."
- L. Authorize Application for Matching Grant, Public Works Safety Equipment

All in favor, motion passed.

3. MATTERS FROM THE FLOOR

There were no comments.

4. ENGINEERING/PUBLIC WORKS

A. Accept Bids and Award Contract for Birch Bluff Improvements, No Parking, and Authorize Wetland Bank Purchase, City Project 21-01

City Engineer Budde gave an overview of the Birch Bluff project and explained that eight bids were opened on November 2, 2022. He stated that the low bidder was New Look Contracting which came in about twenty percent below the engineering estimate. He stated that if the Council approves this item, tree removal can potentially begin this fall and winter with overhead utility relocation as soon as possible during the spring months. He noted that final completion of this project is slated for November 22, 2023. He explained that part of this project will require purchase of some wetland bank credits due to the anticipated wetland impacts. He stated that part of this project is also to prohibit parking for the west bound lanes of Birch Bluff Road and the south bound lanes of Grant Lorenz Road from Edgewood Road to the Tonka Bay city limits. He stated that staff recommends approval of all three resolutions.

Councilmember Gorham asked about the staff estimate for project costs.

City Engineer Budde explained that the City had adjusted their project estimate after they opened the bids for the Strawberry Lane project because they had seen a pretty sharp increase, so this bid came in very favorably.

Councilmember Gorham commended City Engineer Budde for his work on this and stated that the bids coming in at this number is a big relief for the City.

Councilmember Siakel thanked City Engineer Budde for his proactive follow up with residents on Birch Bluff. She stated that she had received a call about the fire lane and tree removal and the concerns that the pipe from the retention pond to the lake may be exposed and ugly. She stated that she wanted to make the Council aware of those concerns. She noted that related to the tree removal, there are a few trees that are closer to the lake that they are interested in saving if at all possible and asked that staff communicate with the homeowners and Davey about this issue. She asked how the City determines the parking restrictions.

City Engineer Budde explained that, in this case, the City allowed the parking on the side that has less driveways so there will be more parking usage possible.

Councilmember Siakel stated that she did not really have a preference, but when people are parking, she thinks she sees more on the other side of the street. She stated that she feels that this may come up as an issue later in the process and questioned whether it really mattered which side of the street parking is allowed.

City Engineer Budde reiterated that the main criteria, in this case, was in relation to the amount of cars that they could fit and there were more driveways on the north side of the roadway which means less cars could park on that side.

Johnson moved, Siakel seconded, Adopting RESOLUTION NO. 22-113, “A Resolution to Accept Bids and Award Contract for the Birch Bluff Road Street and Utility Improvement Project, City Project 21-01.” All in favor, motion passed.

Siakel moved, Labadie seconded, Adopting RESOLUTION NO. 22-114, “A Resolution to Purchase Wetland Bank Credits for Birch Bluff Road and Utility Improvements Project; City Project 21-01.” All in favor, motion passed.

Johnson moved, Gorham seconded, Adopting **RESOLUTION NO. 22-115**, "A Resolution to Prohibit Parking for the West Bound Lanes of Birch Bluff Road and the South Bound Lanes of Grant Lorenz Road; City Project 21-01." All in favor, motion passed.

B. Strawberry Lane Easement Update

City Engineer Budde explained that staff have discovered a discrepancy in the existing right-of-way and the easement needs related to the Strawberry Lane project. He introduced Dave Martini, Senior Principal Engineer, Bolton and Menk, and noted that he would be handling discussion of this item with the Council.

Dave Martini, Bolton and Menk, explained the process that was undertaken at the early stages of this project putting together documents to establish things like property rights and right-of-way limits. He stated that they put together a base map and then staff proceeded to pursue areas where the City did not have right-of-way in order to construct this project, but noted that as they began working through the process, it was discovered that in the Ownership and Encumbrance Report that there were some easements that already existed that the City was actively trying to pursue for purchase. He stated that the easements were established years ago when there was some administrative lot splits along this corridor. He explained that apart from this issue that went ahead and took another look to ensure that there were not any other issues and found another potential question about one of the properties along the corridor and through further digging found two additional lots that had the administrative lot splits. He stated that they have found that even though the intent was to get those easements, they were not actually recorded by the property owner and are not valid. He acknowledged that there are some financial implications to the work that was done and effort that has gone into pursuing these easements that ended up not being needed and assured the Council that Bolton and Menk will be completely accountable and assured the Council that there would be no cost to the City. He noted that he understood that this type of situation is a hit to the goodwill that has been established between the City and Bolton and Menk and they will need to work hard to regain some of the trust that has been lost. He reiterated that he was here before the Council to show that they will be held accountable for this situation.

Mayor Labadie thanked Mr. Martini for his timely communication with the City once these errors were discovered.

Councilmember Gorham asked if there had been offers from the City that were rescinded.

Mr. Martini stated that there were two offers made that had not been accepted that have since been rescinded and noted that City Engineer Budde has been in communications with those property owners.

Councilmember Gorham asked about the \$20,250 that was paid to a resident.

Mr. Martini stated that was one of the properties where the City did need the easement and was necessary.

Councilmember Gorham asked if this makes meeting the construction season easier.

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NOVEMBER 14, 2022

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City Engineer Budde stated that it does make that easier because there are two easements that the City no longer needs to acquire.

Councilmember Siakel stated that this project has not been easy and feels that City Engineer Budde did a pretty good job of working with the neighbors. She stated that she believes the City has acted in good faith, even if the offers have needed to be rescinded. She stated that she is a bit confused as to where things are with relation to the neighbors.

Mr. Martini stated that there are still two easements that need to be obtained and believes that one has already accepted and the other is in process.

Councilmember Siakel stated that she understands that it may be slightly embarrassing for Mr. Martini to appear in front of the Council and admit that a mistake had been made, but noted that the prior engineering firm actually hid things until the City discovered them. She stated that the City then had to 'fight tooth and nail' to get them to admit it and correct the issue and expressed her appreciation to Bolton and Menk for doing the right thing, taking ownership, and taking action in this situation. She stated that she also feels that City Engineer Budde has also done a really good job and explained that her only concern in this situation is related to the residents.

Mr. Martini stated that he knows that City Engineer Budde has worked hard on these relationships and with regard to communication. He stated that he understands that this has been a hard project and City Engineer Budde will continue to work with the residents, as necessary. He stated that he is also available to join in those conversations, as needed.

Councilmember Johnson agreed that this has been a tough project and with the pending tree removal it will most likely get even harder. He stated that one resident has put up a sign on a fairly mature tree making a call to essentially 'save the tree'. He noted that when he biked down the street, before the weather turned cold, he received a few comments that the City was going to destroy the street. He stated that he would agree with the comments made that City Engineer Budde has done a good job with resident communication.

5. GENERAL/NEW BUSINESS

A. PUBLIC HEARING: Assessment for Unpaid Bills/Approve Assessment for Unpaid Bills

Finance Director Rigdon explained that this item is for the annual certification of the unpaid bills, specifically for water, sewer, and recycling. He stated that this certifies the unpaid charges and allows them to be placed on the Hennepin County tax rolls for property taxes.

Mayor Labadie opened the public hearing at 7:36 p.m. There being no comment, she closed the public hearing.

Siakel moved, Johnson seconded, Adopting RESOLUTION NO. 22-116, "A Resolution Certifying Unpaid Charges on the 2023 Hennepin County Property Tax Rolls."

Councilmember Callies asked about resolution language that says 'to be updated' and asked what that meant.

Finance Director Rigdon explained that the City was still receiving payments through the end of November, so the final number could change before it goes to the County.

All in favor, motion passed.

B. 2022 Bond Issuance

Shannon Sweeney, David Drown Associates, stated that at the Council's second meeting in October, they had authorized David Drown Associates to solicit proposals for negotiated bank placements in order to finance the 2023 slate of projects. He stated that a number of proposals were solicited from a number of lenders and the City received five proposals with the lowest provided by Truist Bank. He noted that the call language reflected in the original resolution was inaccurate and did not reflect the terms sheet, so that has been updated to reflect that the bonds can be called or pre-paid as of February 1, 2030. He stated that these have the ability to close rather quickly and their intent is to close around December 1, 2022.

Siakel moved, Johnson seconded, Adopting RESOLUTION NO. 22-117, "A Resolution Proving for the Issuance and Sale of a \$7,570,000 General Obligation Street Reconstruction and Utility Revenue Bond, Series 2022A, Pledging for the Security Thereof Net Revenues and Levying a Tax for the Payment Thereof."

Councilmember Siakel stated that she thinks something to consider in the future is the fact that , if the City would have moved forward with Strawberry Lane and not kicked it down the road, the interest rate would have been what was predicted, which made a big difference. She stated that in the future she would hope that the City can take advantage of low interest rates, when possible.

Councilmember Johnson stated that he was planning to make a similar comment and suggested adding this as a retreat discussion item for overall CIP and bonding.

Mayor Labadie stated that she thinks that is an excellent suggestion and asked Interim City Administrator Shukle to add it to their list of topics for the retreat.

All in favor, motion passed.

C. Approve Advertisement for Communications/Recycling Coordinator Position

Callies moved, Siakel seconded, to approve the Posting for the Communications/ Recycling Coordinator position. All in favor, motion passed.

6. STAFF AND COUNCIL REPORTS

A. Administrator and Staff

1. 2022 General Election update

City Clerk/HR Director Thone gave an overview of the general election results and expressed her appreciation to staff for their work on the elections. She also thanked the Public Works Department for their work to set up and tear down the voting equipment.

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Other

City Engineer Budde gave a brief update regarding construction for the Smithtown Pond project and noted that the rain and snow over the last few weeks has kept them off the site. He stated that they are now planning to start after Thanksgiving with most of the major hauling.

Planning Director Darling gave a brief update on the deer management program and explained that the City has had three bow and arrow hunts this fall. She noted that the program has now ended for the season and the hunters were only able to take seventeen deer.

Councilmember Siakel asked why the City had cut back so drastically on the number of weekends allowed.

Planning Director Darling stated that she believes that it is because the number of properties that the City has access to have shrunk over the years.

Councilmember Siakel asked if the City would do the deer count with Three Rivers Park District in February because she feels the City uses that as a data source. She stated that she believes that it was determined that a herd of about sixty deer could balance the ecosystem and thrive in the City without disrupting and damaging property. She noted that if she had to guess, she would say the City is way over that number right now and the situation is just getting worse. She asked what the City can do to beef up the deer management program. She stated that she believes in the past the City had about six weekends for the bow and arrow hunt and thinks the City is underutilizing this program.

Planning Director Darling stated that she will take a look into some possible opportunities to reinforce the deer management program.

City Clerk/HR Director Thone welcomed Parks and Recreation Director, Janelle Crossfield, who has been with the City for a little over a week. She stated that the City has received some really qualified applicants for the Public Works Director position and the first round interviews will be conducted later this week.

B. Mayor and City Council

Councilmember Callies asked how the determination was made that the new City Administrator would begin in January. She stated that she recalls a discussion about December and asked if it was already a 'done deal' or if this individual could start sooner and be involved in some of the discussions, for example, filling the Public Works Director position.

Mayor Labadie asked if a contract had already been signed.

City Attorney Shepherd stated that the contract was on the Consent Agenda at tonight's meeting.

Interim City Administrator Shukle stated that he was told that the new City Administrator had to give thirty days-notice in his current position, which brings it to mid-December. He explained that because of the holidays, he had wanted to take the vacation that he had coming, so he would not be able to start until January. He stated that if the Council would like, he can certainly go have a conversation with him to see if there is the possibility that he can start earlier than January.

CITY OF SHOREWOOD REGULAR COUNCIL MEETING MINUTES

NOVEMBER 14, 2022

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Councilmember Callies stated that she just feels like the City has been kind of 'poky' about taking action on a few things and noted that if the Council had taken action on the contract two weeks ago, it would also mean that this individual could have started earlier.

Councilmember Siakel stated that she has heard Councilmember Callies make similar comments before and suggested that the City hear the message that sometimes there needs to be more of a sense of urgency to take action, and not just keep booting things down the road to the next meeting.

Mayor Labadie stated that this particular situation is already a done deal, but does feel that is great advice moving forward.

Mayor Labadie stated that there were two large Veteran's Day events in the City at the Shorewood Community and Event Center and another at the Pillars of Shorewood Landings Senior Center. She expressed her appreciation to those that attended and for the Veterans who have served the Country. She stated that earlier today, she attended the Regional Council of Mayors meeting where the main topic was key emerging trends shaping the future of Minnesota cities. She noted that tomorrow she would be attending the Minnetonka Superintendent Mayor's meeting which will be the first held by the new superintendent. She stated that on November 15, 2022 she will be presenting the City's State of the Union address. She noted that there will be Metro Cities Policy Adoption meeting on November 17, 2022 at 4:00 p.m. that she will be attending on behalf of the City. She stated that yesterday, Shorewood resident, Molly Buhton, held an event at the Shorewood Community and Event Center where thirty people were in attendance to make four hundred and eighty life saving overdose rescue kits that contain nasal spray versions of Narcan that will be placed in the AED cabinets around Ramsey County.

Councilmember Callies stated that the City had received a report from the prosecutor about the types of cases that are being prosecuted and noted that she did not think the City needed the detailed report from the County that seems to take longer to receive.

Councilmember Johnson stated that for the meeting with the superintendent he assumes one of the topics will be the roundabout in front of Minnetonka Middle School West (MMW). He stated that they were asked to chime in with either \$200,000 or \$400,000 in order to see that project come to completion, but instead they are looking at spending that money to take gymnasiums and turn them into classrooms. He stated that his message would be that he thinks the sooner that roundabout goes in, the sooner he believes MnDOT will look at potential roundabouts on Highway 7 to address the City's safety concerns along that corridor.

Mayor Labadie clarified that the roundabout is located in the City of Chanhassen in Carver County. She noted that she is hopeful that the Chanhassen mayor will be in attendance at this meeting.

7. ADJOURN

Johnson moved, Siakel seconded, Adjourning the City Council Regular Meeting of November 14, 2022, at 8:03 P.M. All in favor, motion passed.

ATTEST:

Jennifer Labadie, Mayor

Sandie Thone, City Clerk

DRAFT



#2 E

MEETING TYPE
Regular Meeting

City of Shorewood Council Meeting Item

Title / Subject: Verified Claims

Meeting Date: November 28, 2022

Prepared by: Michelle Nguyen, Senior Accountant
Joe Rigdon, Finance Director

Attachments: Claims lists

Policy Consideration:

Should the attached claims against the City of Shorewood be paid?

Background:

Claims for council authorization.

67734 - 67792 & ACH	<u>1,158,353.91</u>
Total Claims	\$1,158,353.91

We have also included a payroll summary for the payroll period ending **November 20, 2022**.

Financial or Budget Considerations:

These expenditures are reasonable and necessary to provide services to our residents and funds are budgeted and available for these purposes.

Options:

The City Council may accept the staff recommendation to pay these claims or may reject any expenditure it deems not in the best interest of the city.

Recommendation / Action Requested:

Staff recommends approval of the claims list as presented.

Next Steps and Timelines:

Checks will be distributed following approval.

Payroll

G/L Distribution Report

User: mnguyen

Batch: 00002.11.2022 - Election-11-08-2022

CITY OF SHOREWOOD



Account Number	Debit Amount	Credit Amount	Description
FUND 101	General Fund		
101-00-1010-0000	0.00	7,633.75	CASH AND INVESTMENTS
101-14-4107-0000	7,633.75	0.00	ELECTION JUDGE
FUND Total:	7,633.75	7,633.75	
Report Total:	7,633.75	7,633.75	

Payroll

G/L Distribution Report

User: mnguyen
Batch: 00003.11.2022 - PR-11-21-2022
CITY OF SHOREWOOD



Account Number	Debit Amount	Credit Amount	Description
FUND 101	General Fund		
101-00-1010-0000	0.00	66,572.77	CASH AND INVESTMENTS
101-11-4103-0000	1,716.64	0.00	PART-TIME
101-11-4122-0000	131.31	0.00	FICA CONTRIB - CITY SHARE
101-13-4101-0000	5,961.65	0.00	FULL-TIME REGULAR
101-13-4103-0000	1,038.96	0.00	PART-TIME
101-13-4121-0000	525.05	0.00	PERA CONTRIB - CITY SHARE
101-13-4122-0000	525.55	0.00	FICA CONTRIB - CITY SHARE
101-13-4131-0000	1,129.99	0.00	EMPLOYEE INSURANCE - CITY
101-13-4151-0000	45.42	0.00	WORKERS COMPENSATION
101-15-4101-0000	5,617.92	0.00	FULL-TIME REGULAR
101-15-4121-0000	421.34	0.00	PERA CONTRIB - CITY SHARE
101-15-4122-0000	432.30	0.00	FICA CONTRIB - CITY SHARE
101-15-4131-0000	641.58	0.00	EMPLOYEE INSURANCE - CITY
101-15-4151-0000	27.54	0.00	WORKERS COMPENSATION
101-18-4101-0000	8,325.81	0.00	FULL-TIME REGULAR
101-18-4103-0000	125.89	0.00	PART-TIME
101-18-4121-0000	633.88	0.00	PERA CONTRIB - CITY SHARE
101-18-4122-0000	585.25	0.00	FICA CONTRIB - CITY SHARE
101-18-4131-0000	1,416.57	0.00	EMPLOYEE INSURANCE - CITY
101-18-4151-0000	46.93	0.00	WORKERS COMPENSATION
101-24-4101-0000	3,837.57	0.00	FULL-TIME REGULAR
101-24-4121-0000	287.82	0.00	PERA CONTRIB - CITY SHARE
101-24-4122-0000	293.71	0.00	FICA CONTRIB - CITY SHARE
101-24-4131-0000	748.24	0.00	EMPLOYEE INSURANCE - CITY
101-24-4151-0000	18.69	0.00	WORKERS COMPENSATION
101-32-4101-0000	14,298.37	0.00	FULL-TIME REGULAR
101-32-4102-0000	984.81	0.00	OVERTIME
101-32-4105-0000	491.54	0.00	STREET PAGER PAY
101-32-4121-0000	1,183.06	0.00	PERA CONTRIB - CITY SHARE
101-32-4122-0000	1,191.03	0.00	FICA CONTRIB - CITY SHARE
101-32-4131-0000	2,263.78	0.00	EMPLOYEE INSURANCE - CITY
101-32-4151-0000	991.43	0.00	WORKERS COMPENSATION
101-33-4101-0000	4,879.88	0.00	FULL-TIME REGULAR
101-33-4102-0000	158.00	0.00	OVERTIME

Account Number	Debit Amount	Credit Amount	Description
101-33-4121-0000	377.87	0.00	PERA CONTRIB - CITY SHARE
101-33-4122-0000	334.88	0.00	FICA CONTRIB - CITY SHARE
101-33-4131-0000	191.14	0.00	EMPLOYEE INSURANCE - CITY
101-33-4151-0000	253.47	0.00	WORKERS COMPENSATION
101-52-4101-0000	3,325.40	0.00	FULL-TIME REGULAR
101-52-4121-0000	249.38	0.00	PERA CONTRIB - CITY SHARE
101-52-4122-0000	246.66	0.00	FICA CONTRIB - CITY SHARE
101-52-4131-0000	263.94	0.00	EMPLOYEE INSURANCE - CITY
101-52-4151-0000	201.20	0.00	WORKERS COMPENSATION
101-53-4101-0000	128.64	0.00	FULL-TIME REGULAR
101-53-4121-0000	9.65	0.00	PERA CONTRIB - CITY SHARE
101-53-4122-0000	9.85	0.00	FICA CONTRIB - CITY SHARE
101-53-4151-0000	3.18	0.00	WORKERS COMPENSATION
FUND Total:	66,572.77	66,572.77	
FUND 201	Shorewood Comm. & Event Center		
201-00-1010-0000	0.00	4,571.73	CASH AND INVESTMENTS
201-00-4101-0000	3,283.92	0.00	FULL-TIME REGULAR
201-00-4103-0000	611.54	0.00	PART-TIME
201-00-4121-0000	284.06	0.00	PERA CONTRIB - CITY SHARE
201-00-4122-0000	298.03	0.00	FICA CONTRIB - CITY SHARE
201-00-4151-0000	94.18	0.00	WORKERS COMPENSATION
FUND Total:	4,571.73	4,571.73	
FUND 601	Water Utility		
601-00-1010-0000	0.00	8,678.93	CASH AND INVESTMENTS
601-00-4101-0000	5,949.11	0.00	FULL-TIME REGULAR
601-00-4105-0000	245.77	0.00	WATER PAGER PAY
601-00-4121-0000	464.64	0.00	PERA CONTRIB - CITY SHARE
601-00-4122-0000	477.11	0.00	FICA CONTRIB - CITY SHARE
601-00-4131-0000	1,349.19	0.00	EMPLOYEE INSURANCE - CITY
601-00-4151-0000	193.11	0.00	WORKERS COMPENSATION
FUND Total:	8,678.93	8,678.93	
FUND 611	Sanitary Sewer Utility		
611-00-1010-0000	0.00	8,616.51	CASH AND INVESTMENTS
611-00-4101-0000	6,138.10	0.00	FULL-TIME REGULAR
611-00-4105-0000	245.77	0.00	SEWER PAGER PAY
611-00-4121-0000	478.78	0.00	PERA CONTRIB - CITY SHARE
611-00-4122-0000	474.86	0.00	FICA CONTRIB - CITY SHARE
611-00-4131-0000	1,100.67	0.00	EMPLOYEE INSURANCE - CITY
611-00-4151-0000	178.33	0.00	WORKERS COMPENSATION

Account Number	Debit Amount	Credit Amount	Description
FUND Total:	8,616.51	8,616.51	
FUND 631	Storm Water Utility		
631-00-1010-0000	0.00	2,417.46	CASH AND INVESTMENTS
631-00-4101-0000	1,820.17	0.00	FULL-TIME REGULAR
631-00-4121-0000	136.52	0.00	PERA CONTRIB - CITY SHARE
631-00-4122-0000	142.34	0.00	FICA CONTRIB - CITY SHARE
631-00-4131-0000	283.46	0.00	EMPLOYEE INSURANCE - CITY
631-00-4151-0000	34.97	0.00	WORKERS COMPENSATION
FUND Total:	2,417.46	2,417.46	
FUND 700	Payroll Clearing Fund		
700-00-1010-0000	90,857.40	0.00	CASH AND INVESTMENTS
700-00-2170-0000	0.00	44,399.16	GROSS PAYROLL CLEARING
700-00-2171-0000	0.00	9,357.08	HEALTH INSURANCE PAYABLE
700-00-2172-0000	0.00	6,733.90	FEDERAL WITHHOLDING PAYABLE
700-00-2173-0000	0.00	2,906.11	STATE WITHHOLDING PAYABLE
700-00-2174-0000	0.00	10,285.76	FICA/MEDICARE TAX PAYABLE
700-00-2175-0000	0.00	9,430.50	PERA WITHHOLDING PAYABLE
700-00-2176-0000	0.00	3,666.39	DEFERRED COMPENSATION
700-00-2177-0000	0.00	2,088.45	WORKERS COMPENSATION
700-00-2179-0000	0.00	183.33	SEC 125 DEP CARE REIMB PAYABLE
700-00-2183-0000	0.00	638.00	HEALTH SAVINGS ACCOUNT
700-00-2184-0000	0.00	964.72	DENTAL DELTA
700-00-2185-0000	0.00	204.00	DENTAL - UNION
FUND Total:	90,857.40	90,857.40	
Report Total:	181,714.80	181,714.80	

Accounts Payable

Computer Check Proof List by Vendor

User: mnguyen
 Printed: 11/21/2022 - 1:19PM
 Batch: 00005.11.2022 - Payroll-11-27-2022



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 4	AFSCME CO 5 MEMBER HEALTH FUND-UNION DENTAL			Check Sequence: 1	ACH Enabled: True
November-2022	Nov -2022 Dental - Union: Hanson-Kosek-Strak	204.00	11/21/2022	700-00-2185-0000	PR Batch 00003.11.2022 Dental - Union
	Check Total:	204.00			
Vendor: 5	EFTPS - FEDERAL W/H			Check Sequence: 2	ACH Enabled: True
PR-11-21-2022	PR Batch 00003.11.2022 FICA Employee Portio	4,168.10	11/21/2022	700-00-2174-0000	PR Batch 00003.11.2022 FICA Employee I
PR-11-21-2022	PR Batch 00003.11.2022 FICA Employer Portio	4,168.10	11/21/2022	700-00-2174-0000	PR Batch 00003.11.2022 FICA Employer I
PR-11-21-2022	PR Batch 00003.11.2022 Medicare Employee Pc	974.78	11/21/2022	700-00-2174-0000	PR Batch 00003.11.2022 Medicare Emplo
PR-11-21-2022	PR Batch 00003.11.2022 Medicare Employer Po	974.78	11/21/2022	700-00-2174-0000	PR Batch 00003.11.2022 Medicare Emplo
PR-11-21-2022	PR Batch 00003.11.2022 Federal Income Tax	6,733.90	11/21/2022	700-00-2172-0000	PR Batch 00003.11.2022 Federal Income T
	Check Total:	17,019.66			
Vendor: 6	HEALTH PARTNERS-MEDICAL			Check Sequence: 3	ACH Enabled: True
November-2022	PR Batch 00001.11.2022 Health Insurance-HSA	4,750.00	11/07/2022	700-00-2171-0000	PR Batch 00001.11.2022 Health Insurance
November-2022	PR Batch 00003.11.2022 Health Insurance-HSA	5,014.32	11/21/2022	700-00-2171-0000	PR Batch 00003.11.2022 Health Insurance
November-2022	PR Batch 00003.11.2022 Health Ins - CoPay-2	4,342.76	11/21/2022	700-00-2171-0000	PR Batch 00003.11.2022 Health Ins - CoPa
November-2022	PR Batch 00001.11.2022 Health Ins - CoPay-1	4,100.00	11/07/2022	700-00-2171-0000	PR Batch 00001.11.2022 Health Ins - CoPa
	Check Total:	18,207.08			
Vendor: 1166	HEALTHPARTNER-DENTAL			Check Sequence: 4	ACH Enabled: True
November-2022	PR Batch 00003.11.2022 Dental - Non Union	964.72	11/21/2022	700-00-2184-0000	PR Batch 00003.11.2022 Dental - Non Uni
November-2022CB	PR Batch 00003.11.2022 Dental - Non Union-Pa	45.94	11/21/2022	700-00-2184-0000	PR Batch 00003.11.2022 Dental - Non Uni
	Check Total:	1,010.66			
Vendor: 2	ICMA RETIREMENT TRUST-302131-457			Check Sequence: 5	ACH Enabled: True
PR-11-21-2022	PR Batch 00003.11.2022 Deferred Comp-ICMA	2,355.13	11/21/2022	700-00-2176-0000	PR Batch 00003.11.2022 Deferred Comp-I
PR-11-21-2022	PR Batch 00003.11.2022 Deferred Comp-ICMA	86.26	11/21/2022	700-00-2176-0000	PR Batch 00003.11.2022 Deferred Comp-I
	Check Total:	2,441.39			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 11	MINNESOTA DEPARTMENT OF REVENUE			Check Sequence: 6	ACH Enabled: True
PR-11-21-2022	PR Batch 00003.11.2022 State Income Tax	2,906.11	11/21/2022	700-00-2173-0000	PR Batch 00003.11.2022 State Income Tax
	Check Total:	2,906.11			
Vendor: 1091	MSRS-MN DEFERRED COMP PLAN 457			Check Sequence: 7	ACH Enabled: True
PR-11-21-2022	PR Batch 00003.11.2022 Deferred Comp-MSRS	1,225.00	11/21/2022	700-00-2176-0000	PR Batch 00003.11.2022 Deferred Comp-MSRS
	Check Total:	1,225.00			
Vendor: 665	OPTUM BANK			Check Sequence: 8	ACH Enabled: True
PR-11-21-2022	PR Batch 00003.11.2022 HSA-OPTUM BANK	638.00	11/21/2022	700-00-2183-0000	PR Batch 00003.11.2022 HSA-OPTUM BANK
	Check Total:	638.00			
Vendor: 9	PERA			Check Sequence: 9	ACH Enabled: True
PR-11-21-2022	PR Batch 00003.11.2022 MN-PERA Deduction	4,378.45	11/21/2022	700-00-2175-0000	PR Batch 00003.11.2022 MN-PERA Deduction
PR-11-21-2022	PR Batch 00003.11.2022 MN PERA Benefit Em	5,052.05	11/21/2022	700-00-2175-0000	PR Batch 00003.11.2022 MN PERA Benefit Em
	Check Total:	9,430.50			
	Total for Check Run:	53,082.40			
	Total of Number of Checks:	9			

Accounts Payable

Computer Check Proof List by Vendor

User: mnguyen
 Printed: 11/22/2022 - 1:12PM
 Batch: 00006.11.2022 - AP-11-28-2022



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 887	ADVANCED ENGINEERING & ENVIRONMENTAL SERVICES, LLC			Check Sequence: 1	ACH Enabled: False
83850	General SCADA Svcs	1,075.25	11/28/2022	601-00-4400-0000	
	Check Total:	1,075.25			
Vendor: 105	ADVANCED IMAGING SOLUTIONS			Check Sequence: 2	ACH Enabled: True
INV291604	Toner	20.10	11/28/2022	101-19-4221-0000	
	Check Total:	20.10			
Vendor: 1265	BAKER TILLY US, LLP			Check Sequence: 3	ACH Enabled: True
BT2246270	City Administrator -Acceptance of Offer by Can	2,460.00	11/28/2022	101-13-4400-0000	
	Check Total:	2,460.00			
Vendor: 677	BOLTON & MENK, INC.			Check Sequence: 4	ACH Enabled: True
296858	Date Request	860.00	11/28/2022	101-31-4303-0000	
296862	Grant Street Drainage	9,165.00	11/28/2022	631-00-4303-0000	
	Check Total:	10,025.00			
Vendor: 125	BOYER FORD TRUCKS			Check Sequence: 5	ACH Enabled: True
008P16610	Brake Parts Dump Truck	543.20	11/28/2022	101-32-4221-0000	
	Check Total:	543.20			
Vendor: 1221	CAMPBELL KNUTSON P.A.			Check Sequence: 6	ACH Enabled: True
3526-0000G-10	General Matters/Administration	2,562.00	11/28/2022	101-16-4304-0000	
3526-0001G-10	Planning & Zoning	1,139.50	11/28/2022	101-16-4304-0000	
3526-0001G-10	Planning & Zoning-5185 Club Lane	33.00	11/28/2022	101-00-3414-0000	
3526-0001G-10	Planning & Zoning-High Pointe Estates-Lecy Br	33.00	11/28/2022	101-00-3414-0000	
3526-0004G-9	Ugerots Litigation	33.00	11/28/2022	101-16-4304-0000	
3526-0007G-1	T-mobile - 5500 Old Market Road	99.00	11/28/2022	101-16-4304-0000	
3526-0502G-1	SMJ International	90.00	11/28/2022	101-00-3414-0000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
3526-0502G-1	SMJ International	90.00	11/28/2022	880-00-2200-0000	
3526-0996G-7	Code Enforcement-5815 Club Lane	180.00	11/28/2022	101-00-3414-0000	
3526-0999G-13	Prosecution	2,040.35	11/28/2022	101-16-4304-0000	
	Check Total:	6,299.85			
Vendor: 186	FERGUSON WATERWORKS, LLC. No.2518			Check Sequence: 7	ACH Enabled: False
504978	Water Meters Purchased	3,579.97	11/28/2022	601-00-4265-0000	
	Check Total:	3,579.97			
Vendor: 1060	GENERAL SECURITY SERVICES CORPORATION			Check Sequence: 8	ACH Enabled: True
50004161	SCEC-Monitor	105.00	11/28/2022	201-00-4321-0000	
	Check Total:	105.00			
Vendor: 211	HAWKINS, INC.			Check Sequence: 9	ACH Enabled: True
6336445	Chemicals Water Treatment	110.00	11/28/2022	601-00-4245-0000	
	Check Total:	110.00			
Vendor: 1303	K & H TOWING			Check Sequence: 10	ACH Enabled: False
11-18-2022	Commercial Vehicle Inspections	1,600.00	11/28/2022	101-32-4400-0000	
	Check Total:	1,600.00			
Vendor: 265	MACQUEEN EQUIPMENT INC			Check Sequence: 11	ACH Enabled: False
P45978	Sprocket & Chain Kit	64.31	11/28/2022	101-32-4221-0000	
	Check Total:	64.31			
Vendor: 279	METROPOLITAN COUNCIL (WASTEWATER)			Check Sequence: 12	ACH Enabled: True
1147829	Monthly Waste Water Svc	89,237.49	11/28/2022	611-00-4385-0000	
PR-29808-CR	PR-29808- Credit	-950.00	11/28/2022	601-00-4437-0000	
PR-29963-CR	PR-29963-Credit	-475.00	11/28/2022	601-00-4437-0000	
	Check Total:	87,812.49			
Vendor: 903	PERRILL			Check Sequence: 13	ACH Enabled: True
258795	ROWay Web App-Monthly	75.00	11/28/2022	611-00-4400-0000	
258795	ROWay Web App-Monthly	75.00	11/28/2022	601-00-4400-0000	
	Check Total:	150.00			
Vendor: 819	PIRTEK PLYMOUTH			Check Sequence: 14	ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
PL-T00013285	Hydraulic Repair-Sweeper	1,885.54	11/28/2022	101-32-4221-0000	
	Check Total:	1,885.54			
Vendor: 685	BRENDA PRICCO			Check Sequence: 15	ACH Enabled: True
Jun-Nov-2022-Miles	Jun through Nov-2022-Mileages	139.35	11/28/2022	101-13-4331-0000	
	Check Total:	139.35			
Vendor: 1279	R & R EXCAVATING			Check Sequence: 16	ACH Enabled: False
PV#3-LS-Rehab	PV#3-Lift Stations - Rehabilitation Project	254,941.81	11/28/2022	611-00-4680-0000	
	Check Total:	254,941.81			
Vendor: 1248	EDWARD J. SHUKLE, Jr.			Check Sequence: 17	ACH Enabled: True
11-22-2022	Interim City Administrator Svc: 11/9/22 thru 11/	6,435.00	11/28/2022	101-13-4400-0000	
	Check Total:	6,435.00			
Vendor: 360	SOUTH LAKE MINNETONKA POLICE DEPARTMENT			Check Sequence: 18	ACH Enabled: False
December-2022-OB	Monthly-Operating Budget Exp	117,010.25	11/28/2022	101-21-4400-0000	
	Check Total:	117,010.25			
Vendor: 657	SUMMIT FIRE PROTECTION			Check Sequence: 19	ACH Enabled: True
130062982	PWs - Fire Extinguisher Inspection	651.75	11/28/2022	101-32-4400-0000	
130062982	Parks - Fire Extinguisher Inspection	651.75	11/28/2022	101-52-4400-0000	
130062983	City Hall-Fire Extinguisher Inspection	79.00	11/28/2022	101-19-4400-0000	
130062984	SCEC-Fire Extinguisher Inspection	98.00	11/28/2022	201-00-4400-0000	
	Check Total:	1,480.50			
Vendor: 694	TIMESAVER OFF SITE SECRETARIAL, INC.			Check Sequence: 20	ACH Enabled: True
M27777	Council Meeting	300.00	11/28/2022	101-13-4400-0000	
	Check Total:	300.00			
Vendor: 877	TRUIST GOVERNMENTAL FINANCE			Check Sequence: 21	ACH Enabled: True
9923000086-00001-20	City Hall Impv-2017A-Interest-Contract#992300	8,032.51	11/28/2022	310-00-4711-0000	
9923000086-00001-20	City Hall Impv-2017A-Principal-Contract#992300	595,000.00	11/28/2022	310-00-4701-0000	
	Check Total:	603,032.51			
Vendor: 421	VERIZON WIRELESS			Check Sequence: 22	ACH Enabled: False
9919539763	Sewer & Water - Acct842017386	80.94	11/28/2022	601-00-4321-0000	Acct #842017386-00001

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
9919539763	Sewer & Water - Acct842017386	80.97	11/28/2022	611-00-4321-0000	Acct #842017386-00001
9919539763	Sewer & Water - Acct842017386	80.94	11/28/2022	631-00-4321-0000	Acct #842017386-00001
	Check Total:	242.85			
Vendor: 415	WARNER CONNECT			Check Sequence: 23	ACH Enabled: True
29941078	Network Maint Services	5,315.86	11/28/2022	101-19-4321-0000	
	Check Total:	5,315.86			
Vendor: 408	WM MUELLER & SONS INC			Check Sequence: 24	ACH Enabled: True
283147	Road Maint	558.96	11/28/2022	101-32-4250-0000	
	Check Total:	558.96			
Vendor: 414	ZIEGLER INC			Check Sequence: 25	ACH Enabled: True
IN000779423	Cable As	83.71	11/28/2022	101-32-4212-0000	
	Check Total:	83.71			
	Total for Check Run:	1,105,271.51			
	Total of Number of Checks:	25			



City of Shorewood Council Meeting Item

Title / Subject: Regular Appointment of Matt Van Lith to Light Equipment Operator Position, Public Works.
Meeting Date: November 28, 2022
Prepared by: Larry Brown, Director of Public Works
Attachments: None

Policy Consideration: None.

Background: On April 11, 2022, the City Council approved the probationary appointment of Mr. Matt Van Lith to the position of Light Equipment Operator within the Department of Public Works. Mr. Van Lith has completed his probationary period in addition to a performance review with a strong recommendation for permanent appointment. Mr. Van Lith has displayed a very strong work ethic, excellent customer service skills, and brings considerable experience to the position.

Financial or Budget Considerations: per the terms of the initial offer agreement, Mr. Van Lith's rate will remain as is until his anniversary date.

Options

1. Make a motion making regular appoint of Mr. Matt Van Lith to the position of Light Equipment Operator for the Department of Public Works.
2. Take no action.
3. Provide staff alternative direction.

Recommendation / Action Requested: Staff recommends that the City Council pass a motion making regular appointment of Mr. Matt Van Lith to the position of Light Equipment Operator, for the Department of Public Works.

Connection to Vision / Mission: Providing adequate and quality staff directly impacts the quality of public services provided to our residents.



City of Shorewood Council Meeting Item

Title/Subject: Resolution Accepting Donation to Shorewood Community and Event Center
Meeting Date: Monday, November 28, 2022
Prepared by: Janelle Crossfield, Park/Rec Director
Reviewed by: Ed Shukle, Interim City Administrator
Attachments: Resolution

2G

MEETING
TYPE
Regular
Meeting

Policy Consideration: Pursuant to Minnesota State Statutes sections §465.03 and §471.17 all donations or gifts of real and personal property, including donations for the benefit of public recreational services, must be accepted by the city council.

Background: The Lions Club International Diabetes Foundation through the Minneapolis Southwest Lions Club is donating a Diabetes Emergency Kit to the Shorewood Community and Event Center.

<u>Name of Donor</u>	<u>Amount</u>
Minneapolis Southwest Lions Club	

Financial Considerations: No financial considerations.

Action Requested: Staff respectfully recommends the city council approve the Resolution Accepting Donations as Delineated in the Resolution to the Shorewood Community and Event Center and direct staff to send a thank you note to the donor. Motion, second and two-thirds majority vote required.

Connection to Vision/Mission: Consistency in providing residents quality public services, a healthy environment, a variety of attractive amenities, a sustainable tax base, and sound financial management through effective, efficient, and visionary leadership.

**CITY OF SHOREWOOD
COUNTY OF HENNEPIN
STATE OF MINNESOTA**

RESOLUTION 22-119

**A RESOLUTION ACCEPTING DONATION TO THE
SHOREWOOD COMMUNITY AND EVENT CENTER**

WHEREAS, the City of Shorewood is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts and is authorized to accept gifts for the benefit of their public recreational services pursuant to Minnesota Statutes section 471.17; and

WHEREAS, the following persons and entities have offered to contribute a donation as set forth below to the city:

<u>Name of Donor</u>	<u>Amount</u>
Minneapolis Southwest Lions Club	

WHEREAS, the terms or conditions of the donations are to be used at the Shorewood Community and Event Center; and

WHEREAS, all such donations have been contributed to the city for the benefit of its citizens, as allowed by law; and

WHEREAS, the City Council finds that it is appropriate to accept the donation offered.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD, MINNESOTA AS FOLLOWS:

1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Passed by the City Council of Shorewood, Minnesota this 28th day of November 2022.

Jennifer Labadie, Mayor

Sandie Thone, City Clerk



City of Shorewood Council Meeting Item

#2H

MEETING TYPE
REGULAR

Title / Subject: Assessment Agreements for Water Connections

Meeting Date: November 28, 2022

Prepared by: Joe Rigdon, Finance Director

Reviewed by: Ed Shukle, Interim City Administrator

Attachment: Resolution Certifying Special Assessments on the 2023 Hennepin County Property Tax Rolls

Background: The City Council for the City of Shorewood offers a program for residents who have public water available but are not connected to the municipal system, the ability to assess the water access charge over a number of years. An assessment agreement was developed in consultation with the city attorney, and numerous properties have signed assessment agreements since 2019.

The owners of all the properties listed below have signed Assessment Agreements that state the terms of the assessment and are waiving their right to appeal the assessment. The current water access charge is \$10,000. Prior water assessments collected are applied against the \$10,000 access charge when applicable.

NOTE: This list updates and replaces the list approved on November 14, 2022.

PID	ADDRESS	NAME	AMOUNT	TERM	INTEREST RATE
33-117-23-21-0003	24850 Glen Road	Hillstrom	5,000	5 years	5.0%
32-117-23-42-0003	26115 Smithtown Lane	Kohns	10,000	5 years	5.0%

Recommendation / Action Requested: Staff recommends approval of the Resolution Certifying Special Assessments on the 2023 Hennepin County Property Tax Rolls.

Next Steps and Timeline: The assessments will be certified with the Hennepin County Assessor's office.

Mission Statement: The City of Shorewood is committed to providing residents quality public services, a healthy environment, a variety of attractive amenities, a sustainable tax base, and sound financial management through effective, efficient, and visionary leadership.

**CITY OF SHOREWOOD
COUNTY OF HENNEPIN
RESOLUTION 22-120
A RESOLUTION CERTIFYING SPECIAL ASSESSMENTS ON THE 2023
HENNEPIN COUNTY PROPERTY TAX ROLLS**

WHEREAS, the City Council for the City of Shorewood offered a program for residents who had public water available but were not connected to the municipal system, the ability to assess the water access charge over a number of years; and,

WHEREAS, the owners of all the properties listed below have signed Assessment Agreements that state the terms of the assessment and waiving their right to appeal the assessment,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD AS FOLLOWS:

That pursuant to the terms of the assessment agreements, the city hereby approves and certifies the following special assessments (replaces list approved on November 14, 2022):

PID	ADDRESS	NAME	AMOUNT	TERM	INTEREST RATE
33-117-23-21-0003	24850 Glen Road	Hillstrom	5,000	5 years	5.0%
32-117-23-42-0003	26115 Smithtown Lane	Kohns	10,000	5 years	5.0%

Such certification, which is due to the County Auditor no later than November 30, 2022, shall be payable over the period of years indicated on the table. The owner of the affected party may, at any time prior to certification of assessments to the County Auditor, pay the whole of the certified assessments to the Shorewood City Clerk.

The clerk shall forthwith transmit a certified copy of this certification roll to the County Auditor to be extended on the property tax lists of the county and such certified assessments shall be collected and paid over in the same manner as property taxes.

Hennepin County Special Assessment Division is hereby authorized to certify the assessments on the property tax rolls payable in 2023.

ADOPTED BY THE SHOREWOOD CITY COUNCIL this 28th day of November 2022.

Jennifer Labadie, Mayor

ATTEST

Sandie Thone, City Clerk



City of Shorewood Council Meeting Item

Title/Subject: City Hall Holiday Schedule

Meeting Date: November 28, 2022

Prepared By: Ed Shukle, Interim City Administrator

Reviewed By: Brenda Pricco, Deputy City Clerk

21

MEETING
TYPE
REGULAR

The city's personnel policy provides for a half-day holiday on Christmas Eve, a full day holiday for Christmas Day and a full day holiday for New Year's Day.

Phone and walk-in business is typically very slow the week around Christmas and New Year's. In addition, many employees opt to utilize vacation days for some or many of these days. Christmas Eve falls on a Saturday so the preceding day, Friday, December 23, is recognized as the half-day holiday. Staff is requesting the council officially close city hall all day on Friday, December 23 and close city hall all day on Monday, December 26 for the Christmas Day holiday, and Monday, January 2 for New Year's Day holiday. City hall staff may use personal, vacation, or accrued comp time for the additional four (4) hours not covered by the holiday pay for Christmas Eve. This would be consistent with the language in the union contract.

City hall closures are posted on the city website, in the city's social media postings, as well as being posted on the front door.

In past years, the second meeting in December has not been held. This year, there is no business that the city council would need to consider before year end. Staff therefore requests that the second December meeting be cancelled.

Council Action Requested: Staff respectfully requests approval of a motion authorizing city hall holiday closure, and cancellation of the second December meeting as presented in this memo. Motion, second, and simple majority is all that is needed to approve.

CITY OF SHOREWOOD
PARK COMMISSION MEETING
TUESDAY, OCTOBER 25, 2022

5755 COUNTRY CLUB RD
SHOREWOOD CITY HALL
7:00 P.M.

MINUTES

1. CONVENE PARK COMMISSION MEETING

Chair Hirner convened the meeting at 7:01 p.m.

A. Roll Call

Present: Chair Hirner, Commissioners Gallivan, and Levy; Planning Director Darling; and City Engineer Budde

Absent: Commissioners Schmid and Heinz

B. Review Agenda

Gallivan moved to approve the agenda as written. Levy seconded the motion. Motion carried 3-0.

2. APPROVAL OF MINUTES

A. Park Commission Meeting Minutes of September 13, 2022

Gallivan moved to approve the minutes of the September 13, 2022 meeting as written. Hirner seconded the motion. Motion carried 3-0.

3. MATTERS FROM THE FLOOR

There were none.

4. NEW BUSINESS

A. CIP Section Related to Parks

Chair Hirner noted that Planning Director Darling had mentioned to him earlier today that the City has submitted for the grant reimbursement for Silverwood Park (\$25,000). He gave a brief overview of the other projects outlined within the staff report, the reserves, and the general information included in the tables. He asked about the trail overlay plans within Freeman Park.

City Engineer Budde explained that the Council has already authorized preparation of the final plans and specifications and noted that the survey work has been completed but noted that there was not necessarily any survey work needed for the other trails that will be rehabilitated. He stated that they are still in the design process and reviewing the Go Pro footage that they have gathered. He noted that they will probably have about 50% plans within the next month or so, with the expectation of bidding at the Council level around February.

The Commission discussed the CIP plans/projects for the upcoming years for 2023-2032.

Commissioner Gallivan noted that one thing that was not included in the CIP was related to the conversation about the adult exercise equipment along trails or in Southshore park. He asked if the Commission wanted to still consider this at some point.

Planning Director Darling noted that it was included in the CIP and referenced as the Southshore Park Master Plan. She noted that she had moved it back to the same year as Cathcart Park and the estimate is set with the assumption that they would be doing the majority of the work in-house along with some engineering help. She stated that there has been discussion about spending some time on the Master Plan and coming forward with a project in 2028, but allowing the funds to build up a bit between the projects.

The Commission reviewed more details from the proposed CIP.

Planning Director Darling suggested that during the next Park Tour that the Commission make sure that they compared Cathcart and Freeman North and consider which one should be the next project. She reminded the Commission that all of the numbers included in the table were very general.

Chair Hirner asked if there was anything the City could do, from a maintenance perspective, to protect the poured in place rubber surfaces, so they would last longer.

Planning Director Darling explained that there really was not much that could be done.

Chair Hirner asked if there were things that have come up at a staff level that should be added to the CIP.

Planning Director Darling stated that they have discussed the possibility of adding gaga ball pits at Cathcart and Manor Park and has priced them out around \$3,000 each, but noted that dollar amount was probably too low to be included in the CIP.

Chair Hirner asked staff to make sure that they are keeping an eye on the warming house in Cathcart because if it starts to show some wear, he wants to make sure that it finds a spot on the CIP for replacement.

Commissioner Gallivan asked about plans for pickleball.

Planning Director Darling explained that all of the tennis courts are currently lined for pickleball, but noted that they do not have the specialty lower set nets. She clarified that the courts are striped for both tennis and pickleball and are being used quite a bit.

Commissioner Levy asked if when it was time for the nets to be replaced if there may be an option to purchase adjustable nets that could be cranked up or down, as needed.

City Engineer Budde explained that since the City has worked on the courts in Badger Park, what is most likely happening, it is set up for tennis with permanent nets, but then on each half of a court it is striped for pickleball. He stated that most people bring their own portable nets so they can play at the appropriate height. He explained that his understanding is that the height of the nets is a sticking point for some and stated that he has heard of other cities that have a storage locker at the facility where they can store their nets on site. He stated that he believes this is similar to what is currently being done at the lacrosse field.

Planning Director Darling confirmed that lacrosse and football associations both have some equipment that is stored on site.

Chair Hirner noted that because the Park Commission did a deep dive into the CIP last year and moved various projects around, he feels things are still in pretty good shape.

Planning Director Darling explained that the only changes in front of Commission is the Cathcart Playground and the Southshore Master Plan were pushed back by one year in order to ensure that there was an adequate amount of funds for the projects.

Gallivan moved to recommend approval of the Parks CIP, as presented, with the changes moving the Cathcart playground equipment to 2025 and the Southshore Park Master Plan to 2025. Hirner seconded the motion. Motion carried 3-0.

B. Shorewood Safe Routes to School

City Engineer Budde stated that in 2021, the City was awarded a Safe Routes to School Grant through MnDOT. He explained that the focus was on Excelsior Elementary and routes within a 1 mile radius and noted that the catalyst for this was the Galpin Lake road and sidewalk project. He noted that the plans were completed this year and looked at the infrastructure and the programming which would be more internal to the school in ways to encourage people to ride bikes or walk to school. He gave an overview of the 6 Es: Equity; Engagement; Evaluation; Education; Encouragement; and Engineering. He reviewed the data that was gathered as part of the planning process. He stated that this information does not really take it to the next level and determine its cost or how it can be implemented. He explained that a next step will require somebody to take action, but noted that it is great that this document has been completed because it offers the opportunity now for entities to go after the next round of funding. He stated that MnDOT has recently completed a road safety audit for Highway 7 and these two documents paired together, in his opinion, really 'T' the City up to be a good spot to pursue some funding. He stated that for now this study is a resource to help the City pick and prioritize projects.

Commissioner Levy asked if this was initiated by Excelsior Elementary.

City Engineer Budde stated that it was initiated by the City of Shorewood.

Commissioner Levy asked whether something similar would be done for other schools such as Minnewashta and Deephaven.

City Engineer Budde stated that there could have been one done for each school and reiterated that the driver for Shorewood was the Galpin Lake Road piece so it was focused on this location, but other areas could go through a similar process.

Planning Director Darling noted that the new Strawberry Lane reconstruction project will include sidewalks that extend all the way from Smithtown Road to 62nd Street West both completing a safe routes to school project and a planned trail in the comprehensive plan.

Commissioner Levy asked if this took into consideration what was already done planning for trail connections in 2011.

City Engineer Budde confirmed that this is building on that work and was creating a bit more of the story in order to go after some of the next steps and future funding.

Chair Hirner stated that he would find it interesting to see this same information for some of the other schools. He stated that where he lives, the sidewalks are in place from Shorewood's perspective, but as you go up Vine Hill towards the high school, the sidewalks just end so the people walking just transition to the street. He reiterated that he felt this report was good, but would like to see it done for other areas as well, so there is more of a regional plan for safe routes to school.

City Engineer Budde stated that he believes that can happen through the next round of Comprehensive Plan work.

Commissioner Gallivan stated that he lives behind Galpin Lake on Galpin Lane. He noted that he was on the advisory committee that was involved in meeting with State staff on this issue and thanked the City for making the effort to apply this grant. He explained that he agreed that gathering this data has been an important step. He stated that part of the reason that the data shows that there are not a lot of pedestrian related accidents is because everyone knows that once they have a close encounter, they do not do that same thing again. He stated that with all the development that is going in on the Chanhassen side, it is becoming more and more of an issue and producing more and more traffic. He stated that they do not walk their daughter or dog in the neighborhood because of all of the traffic. He noted that there is a sidewalk from Chanhassen that goes up to the border and just stops. He stated that he was happy to see that the recommendation within this report included building a sidewalk along Highway 7 up to Oak Street, however if you cannot safely get to that sidewalk there would be no point in it because nobody will use that stretch of sidewalk if they cannot get there safely. He stated that what frustrates him with this report is that there has been 20 years of advocacy by the Galpin Lake area and noted that there is even a current petition that has about 700 signatures saying that this is critical to them. He noted that the City Council has voted numerous times saying that this is a priority. Mayor Labadie has testified in front of the State legislature that this is a priority. He stressed that the State legislature, regardless of party affiliation, have also stated that this is a priority and included it in their request for bonding. He stated that part of the feedback was that this report needed to be done in order to increase the chances of getting it and the purpose of the grant was specifically targeted towards that project. He stated that through the survey process, the results came back that people would walk more if they had safe intersections and sidewalks. The three projects that they acknowledge were most requested was Mill Street, Highway 7, and Galpin Lake Road. He stated that Galpin Lake Road was once again confirmed to be a priority, however, when it came down to it, they said it would be put as a low priority because of how they measure 'equity'. He stated that Shorewood is not the most diverse community but even using their heat maps and the CDC social vulnerability index, one of the bright purple areas is right along Lake Minnetonka where the lowest home price on Zillow is \$1.76 million which is smack dab in the middle of the social vulnerability index. He stated that they talk about other factors beyond ethnicity and race that go into this, including age and senior populations, however, there is a senior living facility very near Galpin Lake Road that they did not seem to care about. He expressed his frustration that this seems like an example where people said what they felt was a priority, but State staff turned around and told them, "We know better". He noted that there is nothing in the statute that says that what their version of equity should be the overarching principle in how these grants are determined but that is how they decided to interpret it. He stated that it feels as though they have simply decided what was important and basically said to heck with what the community says. He stated that they are laying aside the feedback from the people who have

lived here to 20 years, what the survey says, what the petition says, what the City Council has said, what Mayor Labadie, and what the State legislature has said. He stated that he wants it on record that he would encourage the City Council and Mayor Labadie to keep pushing so it can get done, because otherwise someone is going to get hurt there because it is very dangerous.

Chair Hirner reiterated that this information would be great to have for the other schools in the area.

5. OLD BUSINESS

A. Volunteers for City Council Meeting

November 28, 2022 – Commissioner Gallivan
January 23, 2022 – Chair Hirner
February 27, 2023 – Commissioner Levy

6. STAFF AND LIAISON REPORTS / UPDATES

A. City Council

Planning Director Darling explained that Council Liaison Johnson was ill tonight.

Councilmember Gorham gave a brief overview of recent discussions and actions taken by the Council.

B. Staff

Planning Director Darling stated that she will confirm that the Cathcart warming house is in good repair and report back to the Commission. She stated that all the improvements at Silverwood Park are finished, but the vegetation is not yet fully established on the hillsides and will be asking Public Works if the City would need to put up some snow fencing in order to keep people out of the areas where they are re-establishing turf. She introduced Janelle Crossfield who will be the new Parks and Recreation Director and explained that they are working to transition various duties over to her.

7. ADJOURN

Chair Hirner adjourned the Park Commission Meeting of October 25, 2022 by general consent at 8:03 p.m.

CITY OF SHOREWOOD
PLANNING COMMISSION MEETING
TUESDAY, NOVEMBER 15, 2022

COUNCIL CHAMBERS
5755 COUNTRY CLUB ROAD
7:00 P.M.

DRAFT MINUTES

CALL TO ORDER

Chair Maddy called the meeting to order at 7:01 P.M.

ROLL CALL

Present: Chair Maddy; Commissioners Eggenberger, and Riedel; Planning Director Darling; and, Council Liaison Gorham

Absent: Commissioners Huskins and Holker

1. APPROVAL OF AGENDA

Riedel moved, Eggenberger seconded, approving the agenda for November 15, 2022, as presented. Motion passed 3/0.

2. APPROVAL OF MINUTES

- October 4, 2022

Riedel moved, Eggenberger seconded, approving the Planning Commission Meeting Minutes of October 4, 2022, as presented. Motion passed 3/0.

3. MATTERS FROM THE FLOOR

No one appeared to speak to the Commission.

4. PUBLIC HEARINGS

Chair Maddy explained the Planning Commission is comprised of residents of the City of Shorewood who are serving as volunteers on the Commission. The Commissioners are appointed by the City Council. The Commission's role is to help the City Council in determining zoning and planning issues. One of the Commission's responsibilities is to hold public hearings and to help develop the factual record for an application and to make a non-binding recommendation to the City Council. The recommendation is advisory only.

A. PUBLIC HEARING – CONDITIONAL USE PERMIT FOR A COLLECTION OF AT&T ANTENNAES ON EXISTING TOWER

Applicant: SMJ International, LLC

Location: 24283 Smithtown Road

Planning Director Darling gave an overview of the request to add antennae, radio receiving units, and other equipment on the existing tower at 24283 Smithtown Road. She noted that the existing tower was built in 1983 and has been used for cellular equipment since 1988. She reviewed the existing uses at the surrounding parcels and explained the proposal to install a new triangular platform and array as well as additional ground equipment. She stated that staff is proposing that the applicant make the appearance of the area less industrial and more appropriate in a commercial setting. She noted that they are proposing that the applicant remove the proposed lights, install the cables

underground, add a doghouse to the tower, and to paint the ground equipment to match the accessory building to it will blend in. She noted that there is at least one dead tree on the property that the City has asked that to be removed and for the applicant's to plant a few more pine trees in order to help enhance the screening. She stated that she is also suggesting that the Commission add a condition that the generator has to operate in conformance with the City's noise ordinance. She noted that this is an emergency back-up generator, so it is not likely to be used, but it will need to be tested on a regular basis. Staff recommends approval.

Commissioner Riedel noted that the osprey nest has been discussed many times and noted that one of the conditions is that the work must be done outside of the osprey nesting season.

Commissioner Eggenberger asked if the 'doghouse' she mentioned was a technical term that he has just never heard before.

Planning Director Darling explained that 'doghouse' is a non-technical term that describes the little cover she was referring to.

Chair Maddy asked if the request from the City to get rid of the ice bridge and go underground was made purely due to aesthetics.

Planning Director Darling confirmed that it was based on aesthetics for this location.

Commissioner Eggenberger asked if the City had a preference for what kind of coniferous tree is planted.

Planning Director Darling stated that they would like to see something that is climate tolerant, such as pine or spruce. She noted that this is a not in a highly salted area, so she thinks that they can pick whatever will be best for the soil in this area.

Andy Bobrytzke, SMJ International, 49030 Pontiac Trail, Wixom, MI, explained the reason that AT&T would like to collocate on the existing tower. He noted that going underground with the coax cables is difficult because they do not know what is there because the tower was not initially designed for this usage. He explained that this was why they would prefer to go with a standard ice bridge and noted that perhaps they could look at making their fences taller to help with the screening. He stated that if that were allowed, they also would not have to paint the equipment and explained that the problem with painting it that is if the equipment breaks, they will need to try to rematch the paint and fencing things in would just be easier. He noted the importance of the motion detector type security lighting that they are proposing. He reiterated that if they are allowed to put everything behind a higher fence, everything could be hidden. He stated that he was not sure how much of the property American Tower owned and explained that he wasn't sure if they would have the right to put up plants and trees on the owners' property.

Chair Maddy noted that the City had worked with this property many times and asked Planning Director Darling how much area they have and if the portion where the trees would go would be part of it.

Planning Director Darling stated that she thinks that this probably outside of the easement area but doubted that the property owner would scoff at letting them put in a few trees in the area.

Mr. Bobrytzke stated that they can make anything work that they need to but reiterated the difficulty in going underground with the cable but noted that they can look into that possibility.

Commissioner Riedel explained that the primary concern, as explained by Planning Director Darling, was related to aesthetics. He stated that he believes staff is willing to work with Mr. Bobrytzke to find a solution that is aesthetically acceptable.

Planning Director Darling noted that the problem with putting up fencing is that the equipment is going to be about 11.5 feet tall, so putting a fence in that will hide all of that equipment will be very tall. She noted that any fence that is over 7 feet tall needs to have wind loading and they would also need to obtain a Conditional Use Permit.

Mr. Bobrytzke stated that he will take that information back to AT&T.

Planning Director Darling suggested that the Commission could continue this item for another month in order to give Mr. Bobrytzke time to work on these issues.

Mr. Bobrytzke stated that he would prefer to have that kind of extension rather than a recommendation of denial of their request.

Chair Maddy asked what the proposed antennae would be used for.

Mr. Bobrytzke stated that they are just for cell phone usage.

Chair Maddy explained that there is the desire for better internet access in the City and asked if this would be used for the in home wireless replacement type usage.

Mr. Bobrytzke stated that he is not sure which products AT&T is selling, but knows that they do sell in home products.

Chair Maddy stated that the city wants a good- looking tower, but also wants good internet and he is trying to find the balance in how this is considered. He asked about the cabling that staff has asked to be placed underground and whether they were the hollow wave guide types that would be tough to bend.

Mr. Bobrytzke confirmed that was correct and noted that he would ask their engineers look at this and see what they can be done.

Chair Maddy opened the Public Hearing at 7:22 P.M. There being no comments, he closed the Public Hearing.

Chair Maddy suggested that the Commission review the recommendations from staff.

Commissioner Eggenberger stated that he supports the first two suggestion conditions.

Commissioner Riedel stated that Planning Director Darling also did not think the owner would have a problem with them planting some trees, so the third condition should be fine as well. He noted that the applicant has objected to the fourth condition related to lighting.

Commissioner Eggenberger asked if there was currently an overabundance of lighting on the tower.

Planning Director Darling explained that there were no lights on any of the equipment. She stated that her thought was that instead of these lights providing more security, all they do is light it up for people to do mischief in the area. She noted that the entire ground area is enclosed by a chain link fence with three strands of barbed wire on the top. She stated that she did not think the proposed lights would actually be protecting anything in that area.

Commissioner Eggenberger stated that he was in favor of keeping the fourth condition, as proposed.

Commissioner Riedel suggested that it could be amended that the applicant try to calibrate the motion sensors so the lights would not be tripping frequently and only turns on if someone actually enters the enclosure.

Chair Maddy stated that he feels that may be tough to enforce and noted that he understands the reason behind their desire to have motion detector lights in the area. He stated that he does think motion lights are the best for this type of situation because when they come on it can cause heads to turn and pay attention and would be fine relaxing that condition.

Planning Director Darling asked if the Commission wanted the lights to be full cut-off lights.

Chair Maddy noted that he would support full cut-off lights.

Commissioner Riedel stated that regarding painting the equipment the applicant had expressed the potential difficulty in matching the paint if a repair would need to be made. He stated that if their solution was to put up a big wooden fence it would be a moot point, but through the chain link fence, he thinks the painting would make a big difference. He stated that he did not think it was unreasonable for the city to ask that the equipment be painted.

Commissioner Eggenberger stated that he would support leaving the requirement for painting the equipment.

Chair Maddy explained that he would support an ice bridge because this is a cell antenna and is not sure how much the city wants to actually hide what it is.

Planning Director Darling noted that she was not sure what the height of the proposed ice bridge would be but explained that there is double fencing on the site. She stated that there is fence around the leased area and then the perimeter of the property also has a chain link fence.

Commissioner Eggenberger asked if the cables would be painted if they were left above ground.

Planning Director Darling stated that could be done, but they are more difficult to paint.

Mr. Bobrytzke stated that the cables will be black and the ice bridge will be galvanized steel.

Commissioner Riedel stated that he would support language in the recommendation that asked the application to look into putting the cables underground and if the cost would be prohibitive, the city could approve this proposal.

Planning Director Darling noted that the language is subjective and the carrier would consider the cost prohibitive.

Commissioner Eggenberger stated that with the cables being black he does not think he has a problem with them.

Commissioner Riedel stated that this will be quite conspicuous because there is a large tower that is very industrial looking and now there will be a big protrusion seven feet up. He agreed that it is adding more industrial equipment to this spot, but he is not sure how much it will really change the aesthetics.

Chair Maddy reiterated that he is okay with this looking like a cell phone antenna.

Commissioner Riedel stated that what may be more important than the rest of the discussion is the addition of conifers in the back that will help screen this industrial area with trees that will grow and block it may be more effective than paint or fencing.

Chair Maddy reviewed the suggested conditions: installation of new trees; full cut off motion lights are acceptable; and allowing the cable ice bridge.

Riedel moved, Eggenberger seconded, recommending approval of the CUP for Collocation of Telecommunication Antennae at 24283 Smithtown Road, subject to the staff recommendations in the staff report including items: #1, #2, #3, a revision to #4 to state that the applicant must install full cut off motion activated lights, remove conditions #5b, #5c, and #5e, adjust condition #5d to say that the antennae and reinforcements shall be factory coated or painted a similar color to the existing tower, include #6, and the additional condition #7, that the generator has to operate in conformance with the City's noise ordinance. Motion passed 3/0.

Planning Director Darling noted that this will be on the November 28, 2022 City Council agenda.

B. PUBLIC HEARING – COMPREHENSIVE PLAN AMENDMENT AND ZONING MAP AMENDMENT

Applicant: Carl Zinn

Location: 6200 Cardinal Drive (3411723440052)

Planning Director Darling stated that this is a request for a Comprehensive Plan Amendment and Zoning Map Amendment to allow the detachment of a .43-acre parcel from the City of Chanhassen and the annexation of the parcel into Shorewood. She noted that the home that had previously straddled the lot line has been removed. She reviewed the existing and proposed City boundary lines. She noted that because of the grade of the site, the applicant is proposing to have a private driveway and utilities from the City of Chanhassen. She noted that the city staff agrees to this proposal because it is more practically accessible from Chanhassen. She explained that this action will require a joint powers agreement be approved by both City Councils. Staff recommends approval.

Commissioner Riedel stated that since the utilities will come from Chanhassen, he asked why all the parcels would not just be in Chanhassen.

Planning Director Darling explained that there is currently what is close to a buildable property in the City, so she would be hard pressed to come up with a reason for the staff to support the loss of a full lot.

Commissioner Riedel asked if there were other instances where there is a property owner who lives in the City but pays utility bills to another City.

Planning Director Darling stated that in this instance they would have to pay sewer and water to the City of Chanhassen and would still have to pay storm sewer fees to Shorewood. She noted that there are many properties in the City that get their utilities from other cities.

Chair Maddy opened the Public Hearing at 7:52 P.M. noting the procedures used in a Public Hearing. There being no comment, he closed the Public Hearing.

Eggenberger moved, Riedel seconded, recommending approval of the Comprehensive Plan Amendment and Zoning Map Amendment to allow the concurrent detachment/annexation of property 3511723420052 (North portion of 6200 Cardinal Avenue), subject to the staff recommendation that the parcel be classified as R-1C. Motion passed 3/0.

Planning Director Darling noted that this item will tentatively move forward to the City Council on November 28, 2022. She explained that she will stay in contact with the applicant to let them know if there is a delay since this is dealing with both cities.

5. OTHER BUSINESS

A. Liaisons for Council Meetings on January 23 and February 27, 2023

January 23, 2023: Commissioner Eggenberger

February 27, 2023: To be determined at a later date

6. REPORTS

- **Council Meeting Report**

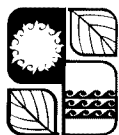
Council Liaison Gorham reported on matters considered and actions taken during the Council's recent meetings. He noted that the new City Administrator should be starting in early January.

- **Draft Next Meeting Agenda**

Planning Director Darling stated that slated for the next meeting is an application for a variance for a shed and review of the Capital Improvements Program.

7. ADJOURNMENT

Riedel moved, Eggenberger seconded, adjourning the Planning Commission Meeting of November 15, 2022, at 8:07 P.M. Motion passed 3/0.



City of Shorewood Council Meeting Item

5B

MEETING TYPE
Regular Meeting

Title / Subject: CUP to Collocate Antennas on an Existing Monopole
Location: 24283 Smithtown Road
Applicant: SMJ International, LLC. on behalf of AT&T

Meeting Date: November 28, 2022

Prepared by: Marie Darling, Planning Director

Review Deadline: February 15, 2022

Attachments: Planning Memorandum from the November 15, 2022 Meeting Resolution

Background: See attached planning memorandum for detailed background on this request. At the November 15, 2022 meeting, the Planning Commission unanimously recommended approval of the conditional use permit, subject to the conditions in the attached resolution.

Summary of Public Notice and Testimony: Notice was published in the city's official newspaper and mailed to all property owners within 500 feet of the property at least 10 days prior to the Planning Commission public hearing on November 15, 2022. The applicant and the property owner were present at the meeting and the applicant spoke in favor of the application.

At their meeting, the Planning Commission altered the list of conditions in the staff report to those in the resolution.

Financial or Budget Considerations: The application fees are adequate to cover the cost of processing the request.

Recommendation / Action Requested: Staff and the Planning Commission recommend approval of the request.

Proposed motion: Move to adopt the attached resolution approving a conditional use permit for SMJ International, LLC. for property located at 24283 Smithtown Road, as recommended by the Planning Commission.

Any action on this request would require a simple majority.

Next Steps and Timelines: If the item is approved, the applicant would submit the information as required in the attached resolution with a building permit request.

Mission Statement: *The City of Shorewood is committed to providing residents quality public services, a healthy environment, a variety of attractive amenities, a sustainable tax base, and sound financial management through effective, efficient, and visionary leadership.*



CITY OF SHOREWOOD

5755 Country Club Road • Shorewood, Minnesota 55331 • 952-960-7900
www.ci.shorewood.mn.us • cityhall@ci.shorewood.mn.us

MEMORANDUM

TO: Planning Commission, Mayor and City Council

FROM: Marie Darling, Planning Director

MEETING DATE: November 15, 2022

APPLICANT: SMJ International LLC (on behalf of AT&T)

REQUEST: **C.U.P. for Collocation of Telecommunication Antennas**

LOCATION: 24283 Smithtown Road

REVIEW DEADLINE: February 15, 2022

LAND USE CLASSIFICATION: Commercial

ZONING: C-1

FILE NO.: 22.12

REQUEST

The applicant, on behalf of AT&T, proposes to add nine telecommunication antennas, radio receiving units (RRUs), and various other equipment with a new triangular array on the existing tower. They would also add new accessory ground equipment on a metal equipment platform within the existing fenced area at the base of the tower. This application will require separate reinforcements to the tower as shown on the plans.



Notice of this application was published in the City's official newspaper and mailed to all property owners within 500 feet of the property at least 10 days prior to the public hearing.

BACKGROUND

Context: The property is currently developed with a car dealership. The existing tower is located behind the dealership and accessory building. It is designed as a monopole at 155 feet tall. It was originally built in 1983 as a tower for telephone switching equipment. Since 1988, it has been used for cell antennas. Antennas have been installed and replaced several times since then.

The properties to the south are all owned by the City of Shorewood as part of the Badger Park/City Hall/CEC complex and zoned R-1C. The properties to the east and west of the subject site are zoned C-1

and developed with a gas station and a building under renovation for an office use. The properties to the north are within the City of Tonka Bay and developed with retail center and a chocolate shop.

ANALYSIS

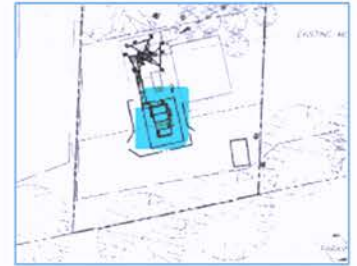
The Request

The applicant would install a new triangular platform and array at about 115 feet above grade (about center-point of the new antennas). The cables connecting the antennas and RRU's to the ground equipment would be placed inside the tower running between the tower equipment to an ice bridge, then extend to the equipment cabinet. Additional supports would need to be added to the tower to sustain the weight of the tower.



View of equipment area looking east

As shown on the attached plans and to the right, the ground equipment would be placed in an expansion of the existing fenced area. The ground equipment and an accessory generator would be placed on a 15-foot by 20-foot equipment platform south of another provider's equipment and west of the existing accessory building. The applicant proposes an ice bridge to protect the cables between the tower and the accessory ground equipment.



All CUP applications for antennas are reviewed according to the standards listed in section 1201.04 Subd. 1. of the zoning regulations, which include the standard criteria for conditional use permits:

- Consistent with the City's Comprehensive Plan
- Compatible with present and future land uses in the area
- Will not tend to or actually depreciate the area in which it is proposed
- Proposed use can be accommodated with existing public services and will not overburden the City's service capacity
- Conform to applicable regulations in 1201.03 Subd. 21 (Telecommunications towers and facilities) and other sections of the zoning regulations as may be applicable

Findings

Comprehensive Plan/Zoning Ordinance: Staff finds that the application is consistent with the intent of the Comprehensive Plan and Zoning Ordinance to encourage additional antennas on existing structures rather than to have additional freestanding towers constructed.

Ensure that facilities are compatible with surrounding land uses: The applicant has proposed an industrial look for the equipment including the long galvanized ice bridges. The property is zoned commercial and the area around the tower redeveloping and improving, including the park property to the south. Although there is some minimal landscaping around the property, the view into the area is open throughout the year, but especially from fall through mid-spring.

The industrial nature of the proposed equipment could impact the redevelopment of the surrounding properties. To reduce the impact of the increasing amount of ground equipment in the area, staff recommend eliminating the ice bridges proposed to protect the cabling. Instead, staff recommend the

cabling be connected to the ground equipment underground with a doghouse covering over the connection point on the tower.

All the ground equipment should be painted or factory coated dark brown to blend into the accessory building directly adjacent to the applicant's equipment.

Staff is also concerned about the motion lights proposed on the ground equipment. They serve no purpose other than to attract attention to this area of the property. Staff recommends their removal from the project.

The tower is currently home to an osprey nest. Staff recommends a condition to any approval of the request which only allows the equipment to be added to the tower outside of nesting season.

Finish: The antennas and other attachments, added supports, and accoutrement on the tower should be painted to match the tower to reduce notice of the tower.

Screening: All the ground equipment should be painted or factory coated dark brown to blend into the accessory building on the site and any landscaping. The site includes a few mature deciduous trees between the city property and the tower area, but much of the cover is absent throughout the fall, winter and spring months. In addition, one of the trees has fallen and needs to be removed. Consequently, staff has added a condition that three coniferous trees at least six feet at planting be added to the area between the equipment enclosure and the rear property line.

Public Services: None needed.

RECOMMENDATION

Staff recommends approval of the conditional use permit subject to the following conditions:

1. The applicant must apply for and acquire, all necessary building permits prior to beginning any construction on the site and provide third-party inspectors.
2. The applicant shall install the new antennas and tower equipment outside of the nesting season.
3. Dead trees in the area between the rear property line and the equipment must be removed and 3 new coniferous trees at a minimum of six feet in height be added to the required rear yard area to reduce visibility of the area.
4. No lights shall be added to the tower unless required by the FAA and no lights shall be installed on the ground equipment.
5. Prior to approval of any permit, the applicant shall submit revised plans to indicate:
 - a. Three new coniferous trees added to the rear of the property.
 - b. The ground equipment lights removed from the plan.
 - c. The cables shall be installed underground and any doghouse added to the pole shall be painted or factory coated to match the tower.
 - d. Antennas and all equipment shall be factory coated or painted a similar color to the existing tower.
 - e. The ground equipment and ice bridge shall be factory coated or painted to match the dark brown accessory building.
6. All disturbance of the site shall be restored to preconstruction condition by the June 15, 2023.

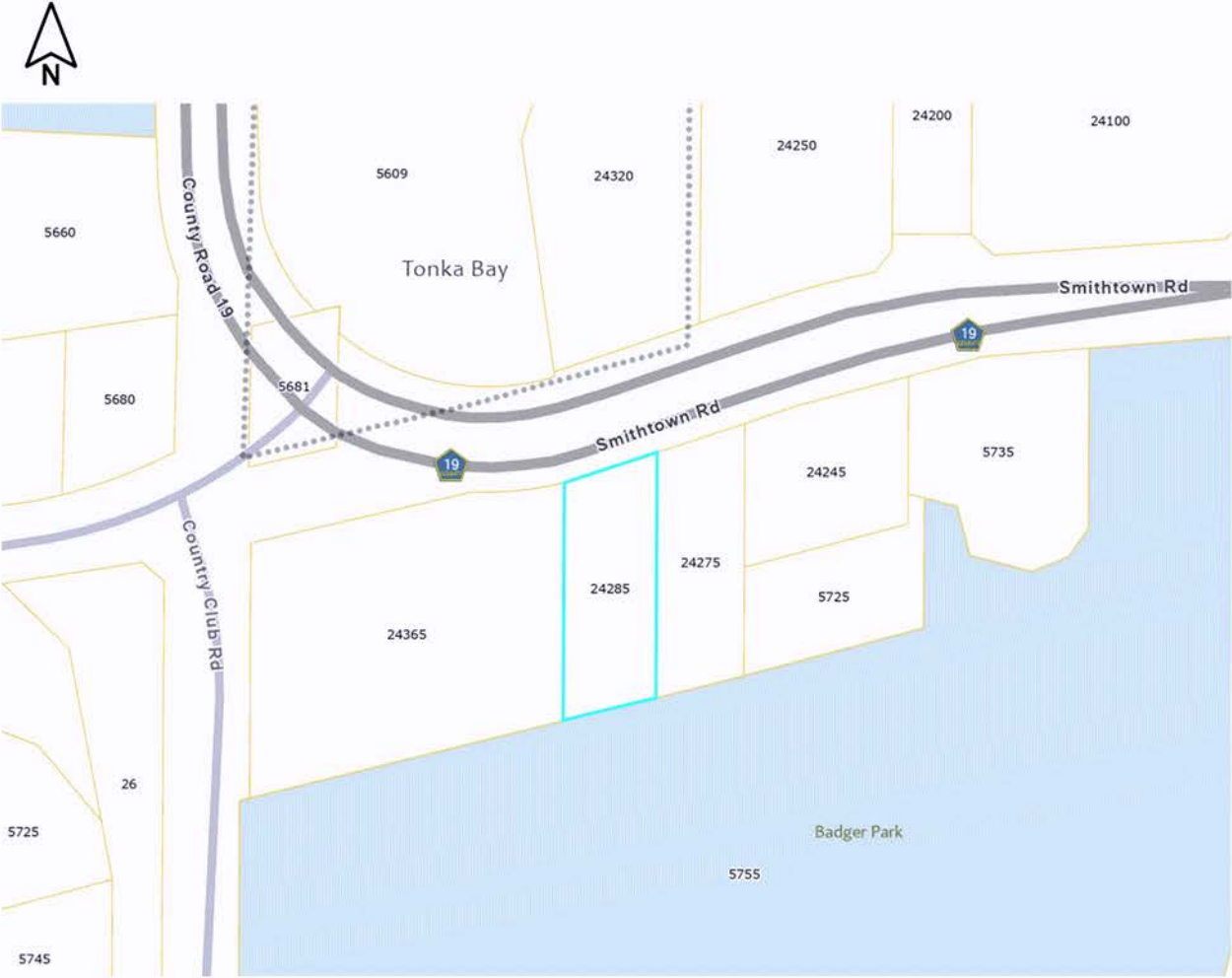
ATTACHMENTS:

Location Map

Applicant's Narrative and Plans

24285 Smithtown Road Location Map

(Tower is addressed as 24283 Smithtown Road)



City of Shorewood
Planning Department
5755 Country Club Road
Shorewood, MN 55331

August 25, 2022

RE: AT&T Antenna Upgrade at 24285 Smithtown Road [81418]

Dear Madam or Sir,

This is in reference to the AT&T proposed antenna upgrade at 24285 Smithtown Road.

The proposed project includes expanding the fenced compound to accommodate a new shelter, in which they will install equipment cabinets and a generator. They will also be installing new equipment and mounts on the existing tower.

This upgrade is in conformity with the Shorewood Zoning Ordinance, particularly the following:

Subd. 21. Telecommunications towers and facilities.

a. Purpose. The general purpose of this subdivision is to regulate the placement, construction and modification of telecommunications towers and facilities in order to protect the health, safety and welfare of the public, while complying with the provisions of the Federal Telecommunications Act of 1934, as amended by the Telecommunications Act of 1996. **The specific purposes of this subdivision are: Applicant acknowledges and will maintain site in compliance with all local, state and federal laws.**

(1) To regulate the location of telecommunications towers and facilities; **the proposed installation is an expansion of an existing facility. A new facility is not being proposed.**

(2) To protect residential areas and land uses from potential adverse impacts of telecommunications towers and facilities; **the proposed installation will have minimal impact on the existing area.**

(3) To minimize any adverse impacts of telecommunications towers and facilities through design, siting, landscaping and innovative camouflaging techniques; **the new installation will be aesthetically match the existing facility.**

(4) To promote and encourage shared use and co-location of telecommunications towers and antenna support structures; **AT&T's proposal is a co-location on an existing tower.**

(5) To avoid damage to adjacent properties caused by telecommunications towers and facilities by ensuring that those structures are soundly and carefully designed, constructed, modified, maintained and promptly removed when no longer used or when determined to be structurally unsound; **As part of this upgrade, structural reinforcements will be conducted to adequately ensure the structural integrity of the tower.**

(6) To ensure that telecommunications towers and facilities are compatible with surrounding land uses. **This is an existing facility. The manner and use of the facility will remain the same/unchanged.**

Please do not hesitate to contact me at 616-916-3062 with any questions or concerns.

Aaron Adelman
49030 Pontiac Trail, Suite 100
Wixom, MI 48393
Fax: **1-888-745-4719**
Email: **aadelman@smj-llc.com**

Respectfully,

Aaron Adelman

Aaron Adelman
SMJ International, LLC

PROJECT SUMMARY	SURVEYOR'S NOTES
FIELD SURVEY DATE: 02/19/2019 SITE ADDRESS: 24283 SMITHTOWN RD, EXCELSIOR, MN 55331-8874 PARCEL INFORMATION OWNER: FISH & SON PROPERTIES LLC OWNER ADDRESS 70 FLORENCE DR, DONKA BAY, MN 55331 APN: 3311723140005 INSTRUMENT NO.: T05450322 TOTAL AREAS PARENT PARCEL: 18,664± SQ. FT. OR 0.43± ACRES ATC LEASE AREA: 7,007± SQ. FT. OR 0.16± ACRES ACCESS EASEMENT - AS PROVIDED: 1,689± SQ. FT. OR 0.04± ACRES ACCESS EASEMENT - AS SURVEYED: 2,534± SQ. FT. OR 0.06± ACRES GEOGRAPHIC COORDINATES OF TOWER LATITUDE: 44°54'00.988" N LONGITUDE: 93°35'16.562" W VERTICAL DATUM: NAVD 1988 HORIZONTAL DATUM: NAD83 GROUND ELEVATION: 978.9 COORDINATES ARE BASED ON MINNESOTA STATE PLANE COORDINATES, SOUTH ZONE, HENNEPIN COUNTY PROJECTION; BEARINGS ARE BASED ON MINNESOTA STATE PLANE COORDINATES, SOUTH ZONE, HENNEPIN COUNTY PROJECTION. FLOODPLAIN PER THE FEMA FLOODPLAIN MAP, THE SITE IS LOCATED IN AN AREA DESIGNATED AS ZONE X. COMMUNITY PANEL NO.: 27053C0314F DATED: 11/04/2016 BOUNDARY NOTE THIS SURVEY DOES NOT CONSTITUTE A BOUNDARY SURVEY OF THE PARENT TRACT. ANY PARENT TRACT PROPERTY LINES SHOWN HEREON ARE FROM SUPPLIED INFORMATION AND ARE NOT FIELD VERIFIED. ENCROACHMENT STATEMENT AT THE TIME OF THE SURVEY THERE WERE VISIBLE ENCROACHMENTS AS FOLLOWS: A. THE FENCE ALONG THE WESTERLY ENCROACHES BEYOND THE PARENT PARCEL. B. THE ACCESS EASEMENT AS PROVIDED GOES THROUGH A CURB ISLAND WHICH WOULD BE REMEDIED BY THE AS-SURVEYED ACCESS EASEMENT SHOWN HEREON.	1. THERE IS ACCESS TO THE SUBJECT PROPERTY VIA AN ACCESS EASEMENT - AS SURVEYED TO SMITHTOWN ROAD, A PUBLIC RIGHT OF WAY. 2. THE LOCATIONS OF ALL UTILITIES SHOWN ON THE SURVEY ARE FROM VISIBLE SURFACE EVIDENCE ONLY. 3. AT THE TIME OF THIS SURVEY THERE WAS NO OBSERVABLE SURFACE EVIDENCE OF EARTH MOVING WORK, BUILDING CONSTRUCTION OR BUILDING ADDITIONS WITHIN RECENT MONTHS. 4. AT THE TIME OF THIS SURVEY, THERE WAS NO OBSERVABLE EVIDENCE OF THE SUBJECT PROPERTY BEING USED AS A SOLID WASTE DUMP, SUMP OR SANITARY LANDFILL. 5. AT THE TIME OF THIS SURVEY, THERE WAS NO OBSERVABLE EVIDENCE OF ANY RECENT CHANGES IN STREET RIGHT-OF-WAY LINES EITHER COMPLETED OR PROPOSED, AND AVAILABLE FROM THE CONTROLLING JURISDICTION. 6. AT THE TIME OF THIS SURVEY, THERE WAS NO OBSERVABLE EVIDENCE OF ANY RECENT STREET OR SIDEWALK CONSTRUCTION OR REPAIRS. 7. THIS SURVEY WAS PREPARED TO SHOW THE INTERESTS OF AMERICAN TOWER CORPORATION AND IMPROVEMENTS PROXIMAL TO SAID INTERESTS. IT DOES NOT CONSTITUTE AN AS-BUILT SURVEY OF THE ENTIRE PARENT PARCEL. 8. ALL BEARING AND DISTANCE CALLS ARE MEASURED UNLESS OTHERWISE NOTED. 9. UNLESS OTHERWISE SPECIFIED, UTILITY POLES DID NOT IDENTIFY OWNERSHIP. 10. AT THE TIME OF THIS SURVEY THERE WAS SIGNIFICANT SNOW COVER. THERE MAY BE IMPROVEMENTS THAT EXIST BUT ARE NOT SHOWN ON SURVEY DUE TO THE SNOW COVER.
ZONING INFORMATION	
	ZONING INFORMATION NOT PROVIDED AT TIME OF SURVEY.

LEGAL DESCRIPTION

PARENT PARCEL - AS PROVIDED (per Coral Report)
That part of Lot 27, Auditor's Subdivision Number One Hundred Thirty-three (133), Hennepin County, Minnesota, described as beginning at the Southeast corner of Block 1, SENN ADDITION, thence along the Easterly extension of the Southerly line of said Block 1 a distance of 85 feet, thence Northerly parallel with the East line of said Block 1 to the Northerly line of said Lot 27, thence Westerly along said Northerly line to the East line of said Block 1, thence Southerly along said East line to the point of beginning. Contains 18,664±/- SQ. FT. or 0.43±/- Acres.

ATC LEASE AREA - AS PROVIDED & AS SURVEYED (Per Memorandum of Amendment No. 2 to Option-Lease Agreement Inst. No. 3597900)
The southerly 85.00 feet of the following described property (said 85.00 feet being measured along the east and west lines of the following described property): That part of Lot 27, Auditor's Subdivision Number One Hundred Thirty-three (133), Hennepin County, Minnesota, described as beginning at the Southeast corner of Block 1, Senn Addition, thence along the Easterly extension of the Southerly line of said Block 1 a distance of 85 feet, thence Northerly parallel with the East line of said Block 1 to the Northerly line of said Lot 27, thence Westerly along said Northerly line to the East line of said Block 1, thence Southerly along said East line to the point of beginning. Contains 7,007±/- SQ. FT. or 0.16±/- Acres.

ACCESS EASEMENT - AS PROVIDED (Per Memorandum of Amendment No. 2 to Option-Lease Agreement Inst. No. 3597900)
The westerly 12.00 feet of that part of Lot 27, Auditor's Subdivision Number One Hundred Thirty-three (133), Hennepin County, Minnesota, described as beginning at the Southeast corner of Block 1, Senn Addition, thence along the Easterly extension of the Southerly line of said Block 1 a distance of 85 feet, thence Northerly parallel with the East line of said Block 1 to the Northerly line of said Lot 27, thence Westerly along said Northerly line to the East line of said Block 1, thence Southerly along said East line to the point of beginning. Contains 1,689±/- SQ. FT. or 0.04±/- Acres.

ACCESS EASEMENT - AS SURVEYED
A 12.00 foot wide access easement over, under and across that part of Lot 27, Auditor's Subdivision Number One Hundred Thirty-three (133), Hennepin County, Minnesota, described as follows: Commencing at the Southeast corner of Block 1, SENN ADDITION, thence North 76 degrees 00 minutes 11 seconds East, assumed bearing, along the easterly extension of the Southerly line of said Block 1, a distance of 85.00 feet, thence North 00 degrees 07 minutes 11 seconds East, parallel with the East line of said Block 1, a distance of 202.12 feet, to the point of beginning of the easement to be described; thence continue North 00 degrees 07 minutes 11 seconds East, along said parallel line, 25.13 feet, to the southerly line of HENNEPIN COUNTY STATE AID HIGHWAY NO. 19, PLAT 57, thence South 74 degrees 55 minutes 27 seconds West, along last described southerly line, 12.43 feet, thence South 00 degrees 07 minutes 11 seconds West, parallel with said East line of Block 1, a distance of 113.13 feet, thence South 72 degrees 15 minutes 17 seconds West, 74.00 feet, to said East line of Block 1, thence South 00 degrees 07 minutes 11 seconds West, along said East line, 123.89 feet, to a point 85.00 feet northerly of said Southeast corner of Block 1, as measured along said East line, thence North 76 degrees 00 minutes 11 seconds East, parallel with said easterly extension of the Southerly line of Block 1, a distance of 12.37 feet, to a line drawn 12.00 feet easterly of, as measured at a right angle to and parallel with, said East line of Block 1, thence North 00 degrees 07 minutes 11 seconds East, along last described parallel line, 112.13 feet, thence North 72 degrees 15 minutes 17 seconds East, 74.00 feet, to the point of beginning. Contains 2,534±/- SQ. FT. or 0.06±/- Acres.

NOTES CORRESPONDING TO TITLE REPORT

THE CORAL REPORT ISSUED BY LINCOLN ABSTRACT & SETTLEMENT SERVICES AS FILE NUMBER 19104669MN AND A SEARCHED FROM DATE OF 8/1/1979 TO 2/12/2019 CONTAINS THE FOLLOWING EXCEPTION ITEMS:

Mortgages:
Type: Mortgage
Mortgage: Bridgewater Bank
Mortgage: Fish & Son Properties, LLC
Amount: \$150,000.00
Dated: September 19, 2018 Recorded/Filed: September 25, 2018
Document#: T05563359 (APPLIES TO PARENT PARCEL - AS PROVIDED)
Affected by:
1. Assignment of Rents recorded September 25, 2018 as Instrument Number T05563360 (APPLIES TO PARENT PARCEL - AS PROVIDED)

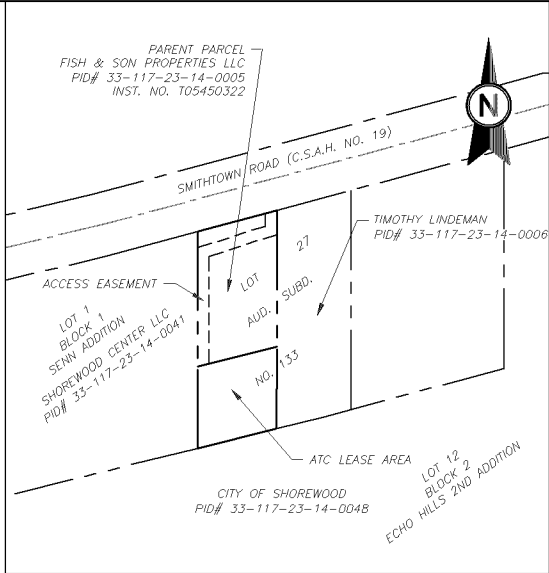
Liens/Judgments:
None Found of Record

Lease/Easements:
1. Option-Lease Agreement between Richard A. Moore and Chicago Title Insurance Co. dated January 15, 1982 and recorded December 21, 1982 as Instrument 4768906 (APPLIES TO PART OF PARENT PARCEL, REVISED BY INSTRUMENT NO. 3597900, NOT SHOWN ON SURVEY)
2. Option-Lease Amendment between Richard A. Moore and Colleen Moore and Chicago Title Insurance Co. dated October 11, 1983 and recorded November 8, 1983 as Instrument 4843529 (NO DESCRIPTION FOR LEASE AREA PROVIDED, PARKING EASEMENT AS SHOWN ON SURVEY)
3. Assignment and Assumption of Lease between Chicago Title Insurance Company and Minneapolis SMSA Limited Partnership dated September 28, 1984 and recorded April 18, 1985 as Instrument 4985882 (APPLIES TO PART OF PARENT PARCEL, REVISED BY INSTRUMENT NO. 3597900, NOT SHOWN ON SURVEY)
4. Ninety-Nine Year Lease between James J. Heiland and Jane C. Heiland and Richard A. Moore and Colleen Moore dated December 10, 1986 and recorded June 2, 1987 as Instrument 5274985 (APPLIES TO PART OF PARENT PARCEL, REVISED BY INSTRUMENT NO. 3597900, NOT SHOWN ON SURVEY, PARKING EASEMENT PER INSTRUMENT NO. 4843529 AS SHOWN ON SURVEY)
5. Memorandum of Amendment No. 2 to Option-Lease Agreement between Colleen Moore, Jeffrey C. Williams and Verizon Wireless (VAV) d/b/a Verizon Wireless dated August 30, 2002 and recorded September 5, 2002 in Book at Page as Instrument 3597900 (APPLIES TO ATC LEASE AREA AND ACCESS EASEMENT AS PROVIDED)
6. Memorandum of Amendment No. 3 between Fish & Son Properties, LLC and Verizon Wireless (VAV) LLC d/b/a Verizon Wireless dated November 14, 2008 and recorded February 4, 2009 as Instrument T4612476 (APPLIES TO PARENT PARCEL - AS PROVIDED)
7. There are no other leases or easements found of record.

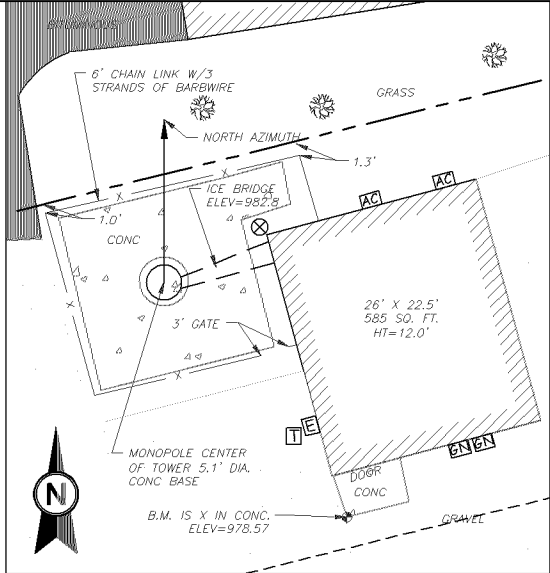
Other:
1. Matters set forth on Plat entitled Plat of Auditor's Subdivision Number 133 recorded December 8, 1924 in Book 82 at Page 120 (UNDERLYING PLAT)
2. Matters set forth on Plat entitled Echo Hills 2nd Addition recorded March 28, 1955 in Book 134 at Page 17 (ADJACENT PLAT)
3. Matters set forth on Plat entitled Plat of Hennepin County State Aid Highway recorded September 28, 1955 in Book 2243 at Page 686434 (RIGHT OF WAY PLAT FOR C.S.A.H. NO. 19)
4. Matters set forth on Plat entitled Senn Addition recorded October 2, 1990 as Instrument 9605 (ADJACENT PLAT)
5. Application to Register Title recorded May 31, 1994 as Instrument 6292964 (NO ITEMS TO PLOT)
6. Affidavit of Identity and Survivorship recorded January 6, 1995 as Instrument 6384494 (NO ITEMS TO PLOT)
7. Application to Register Title recorded April 18, 1995 as Instrument 2602560 (PARENT PARCEL AS PROVIDED)
8. Final Certificate of Condemnation recorded August 29, 2008 as Instrument 4525167 (HIGHWAY, DRAINAGE & UTILITY EASEMENT AS SHOWN ON SURVEY)



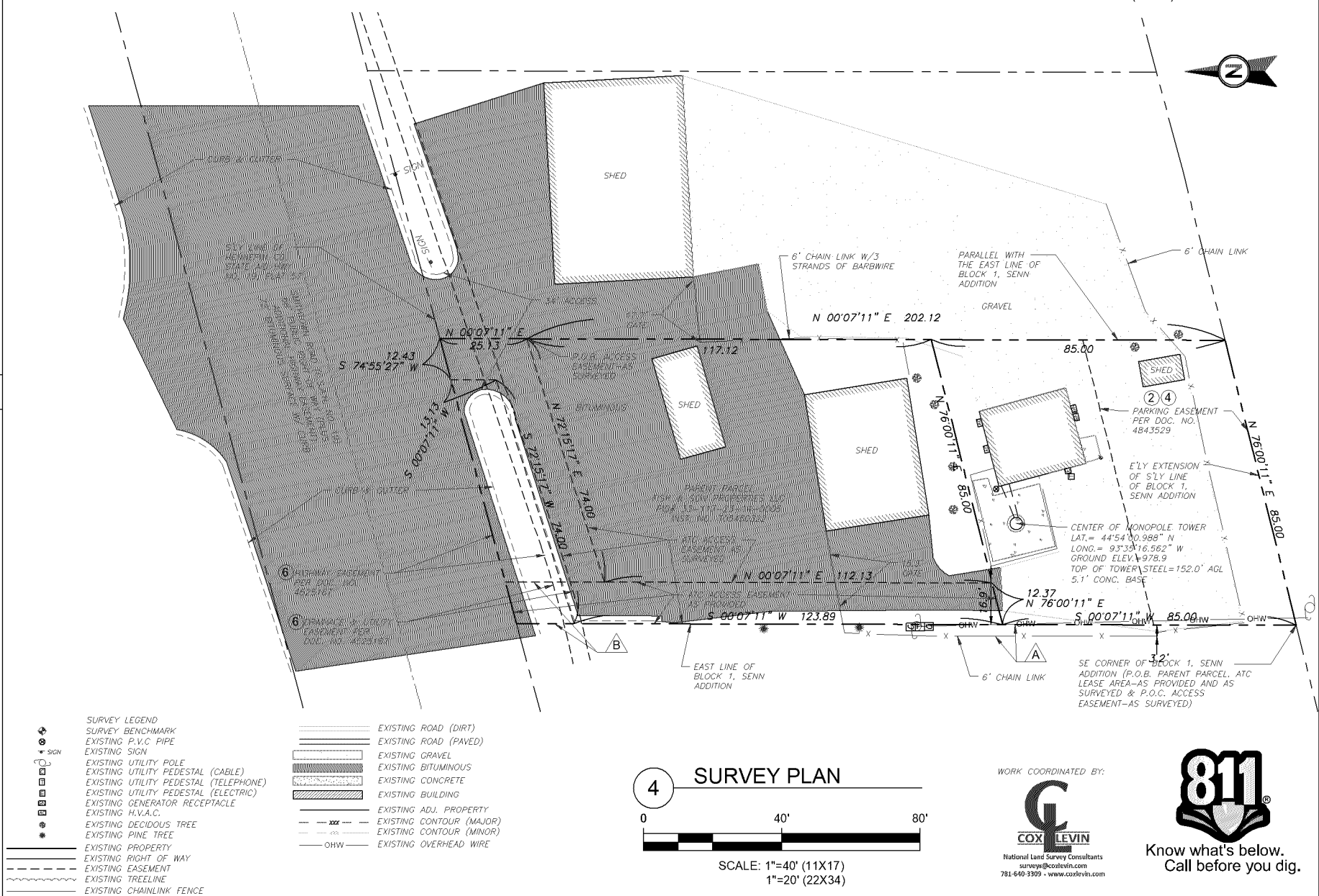
1 VICINITY MAP
NTS



2 PARENT PARCEL
PART OF LOT 27 OF AUD. SUBD. NO. 133
0 1000' 2000'
SCALE: 1"=1000' (11X17)
1"=500' (22X34)



3 COMPOUND DETAIL
0 20' 40'
SCALE: 1"=20' (11X17)
1"=10' (22X34)



4 SURVEY PLAN
0 40' 80'
SCALE: 1"=40' (11X17)
1"=20' (22X34)

AMERICAN TOWER®
ATC TOWER SERVICES, INC.
3500 REGENCY PARKWAY
SUITE 100
CARY, NC 27518
PHONE: (919) 468-0112
FAX: (919) 466-5415

THESE DRAWINGS AND/OR THE ACCOMPANYING SPECIFICATION AS INSTRUMENTS OR SERVICE ARE THE EXCLUSIVE PROPERTY OF AMERICAN TOWER. THEIR USE AND PUBLICATION SHALL BE RESTRICTED TO THE ORIGINAL SITE FOR WHICH THEY ARE PREPARED. ANY USE OR DISCLOSURE OTHER THAN THAT WHICH RELATES TO AMERICAN TOWER OR THE SPECIFIED CARRIER IS STRICTLY PROHIBITED. TITLE TO THESE DOCUMENTS SHALL REMAIN THE PROPERTY OF AMERICAN TOWER WHETHER OR NOT THE PROJECT IS EXECUTED. NEITHER THE ARCHITECT NOR THE ENGINEER WILL BE PROVIDING ON-SITE CONSTRUCTION REVIEW OF THIS PROJECT. CONTRACTOR(S) MUST VERIFY ALL DIMENSIONS AND ADVISE AMERICAN TOWER OF ANY DISCREPANCIES. ANY PRIOR ISSUANCE OF THIS DRAWING IS SUPERSEDED BY THE LATEST VERSION ON FILE WITH AMERICAN TOWER.

REV.	DESCRIPTION	BY	DATE
0	PRELIM	BCO	02/20/19
1	REVISIONS	DMS	03/15/19
2	FINAL	BCO	05/14/19

ATC SITE NUMBER:
81418

ATC SITE NAME:
SHOREWOOD MN

SITE ADDRESS:
24283 SMITHTOWN RD.
EXCELSIOR, MN 55331

SURVEY CERTIFICATE:
THIS IS TO CERTIFY THAT O'MALLEY & KRON LAND SURVEYORS, INC. AT THE REQUEST AND FOR EXCLUSIVE USE OF AMERICAN TOWER CORP., HAS PERFORMED THIS AS-BUILT SURVEY OF THE LEASE AREA, FROM THE RECORD SOURCES AND ACTUAL FIELD SURVEY ON 2/19/2019 IN ACCORDANCE WITH THE MINIMUM STANDARDS FOR PROPERTY BOUNDARY SURVEYS. ALL LINEAR AND ANGULAR VALUES SHOWN ARE BASED UPON DEED OR RECORD INFORMATION UNLESS OTHERWISE NOTED.

(SIGNED)
BENJAMIN C. O'MALLEY
MINNESOTA REGISTRATION 42300

SURVEY LOGO:
O'MALLEY & KRON LAND SURVEYORS, INC.
1004 2ND STREET SE
WILLMAR, MN 56201
PH. 320-235-4012
WWW.OMALLEY-KRON.COM

DRAWN BY:	B.C.O.
APPROVED BY:	B.C.O.
DATE DRAWN:	2/20/2019
ATC JOB NO:	81418

AS-BUILT/TITLE AND BOUNDARY PLAN

SHEET NUMBER: V-101	REVISION: 2
-------------------------------	-----------------------

PROJECT SUMMARY

FIELD SURVEY DATE: 02/19/2019

SITE ADDRESS: 24283 SMITHTOWN RD, EXCELSIOR, MN 55331-8874

PARCEL INFORMATION

OWNER: FISH & SON PROPERTIES LLC

OWNER ADDRESS 70 FLORENCE DR, TONKA BAY, MN 55331

APN: 3311723140005

INSTRUMENT NO.: T05450322

TOTAL AREAS:

PARENT PARCEL: 18,664± SQ. FT. OR 0.43± ACRES

ATC LEASE AREA: 7,007± SQ. FT. OR 0.16± ACRES

ACCESS EASEMENT - AS PROVIDED: 1,689± SQ. FT. OR 0.04± ACRES

ACCESS EASEMENT - AS SURVEYED: 2,534± SQ. FT. OR 0.06± ACRES

GEOGRAPHIC COORDINATES OF TOWER:

LATITUDE: 44°54'00.988" N LONGITUDE: 93°35'16.562" W

VERTICAL DATUM: NAVD 1988 HORIZONTAL DATUM: NAD83

GROUND ELEVATION: 978.9

COORDINATES ARE BASED ON MINNESOTA STATE PLANE COORDINATES, SOUTH ZONE, HENNEPIN COUNTY PROJECTION. BEARINGS ARE BASED ON MINNESOTA STATE PLANE COORDINATES, SOUTH ZONE, HENNEPIN COUNTY PROJECTION.

FLOODPLAIN

PER THE FEMA FLOODPLAIN MAPS, THE SITE IS LOCATED IN AN AREA DESIGNATED AS ZONE X.

COMMUNITY PANEL NO.: 27053C0314F DATED: 11/04/2016

BOUNDARY NOTE

THIS SURVEY DOES NOT CONSTITUTE A BOUNDARY SURVEY OF THE PARENT TRACT. ANY PARENT TRACT PROPERTY LINES SHOWN HEREON ARE FROM SUPPLIED INFORMATION AND ARE NOT FIELD VERIFIED.

ENCROACHMENT STATEMENT

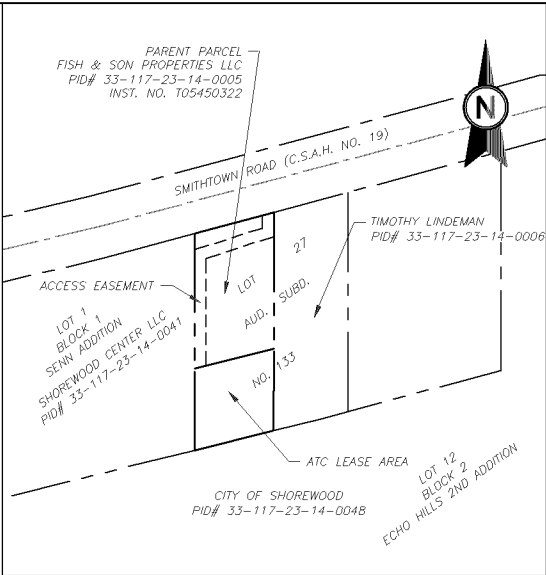
AT THE TIME OF THE SURVEY THERE WERE VISIBLE ENCROACHMENTS AS FOLLOWS:

A. THE FENCE ALONG THE WESTERLY ENCROACHES BEYOND THE PARENT PARCEL

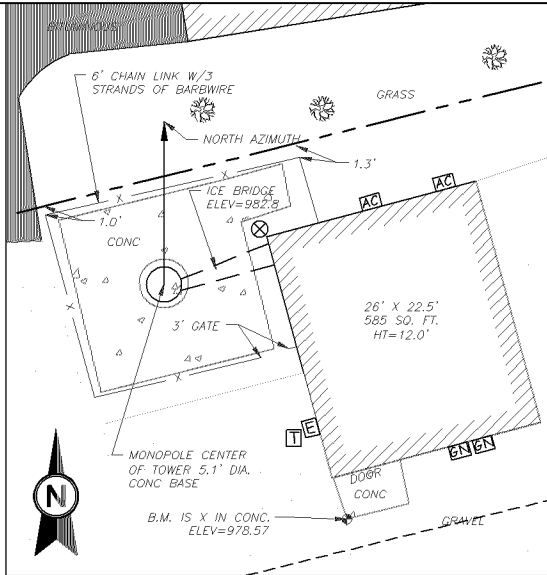
B. THE ACCESS EASEMENT AS PROVIDED GOES THROUGH A CURB ISLAND WHICH WOULD BE REMEDIED BY THE AS-SURVEYED ACCESS EASEMENT SHOWN HEREON.



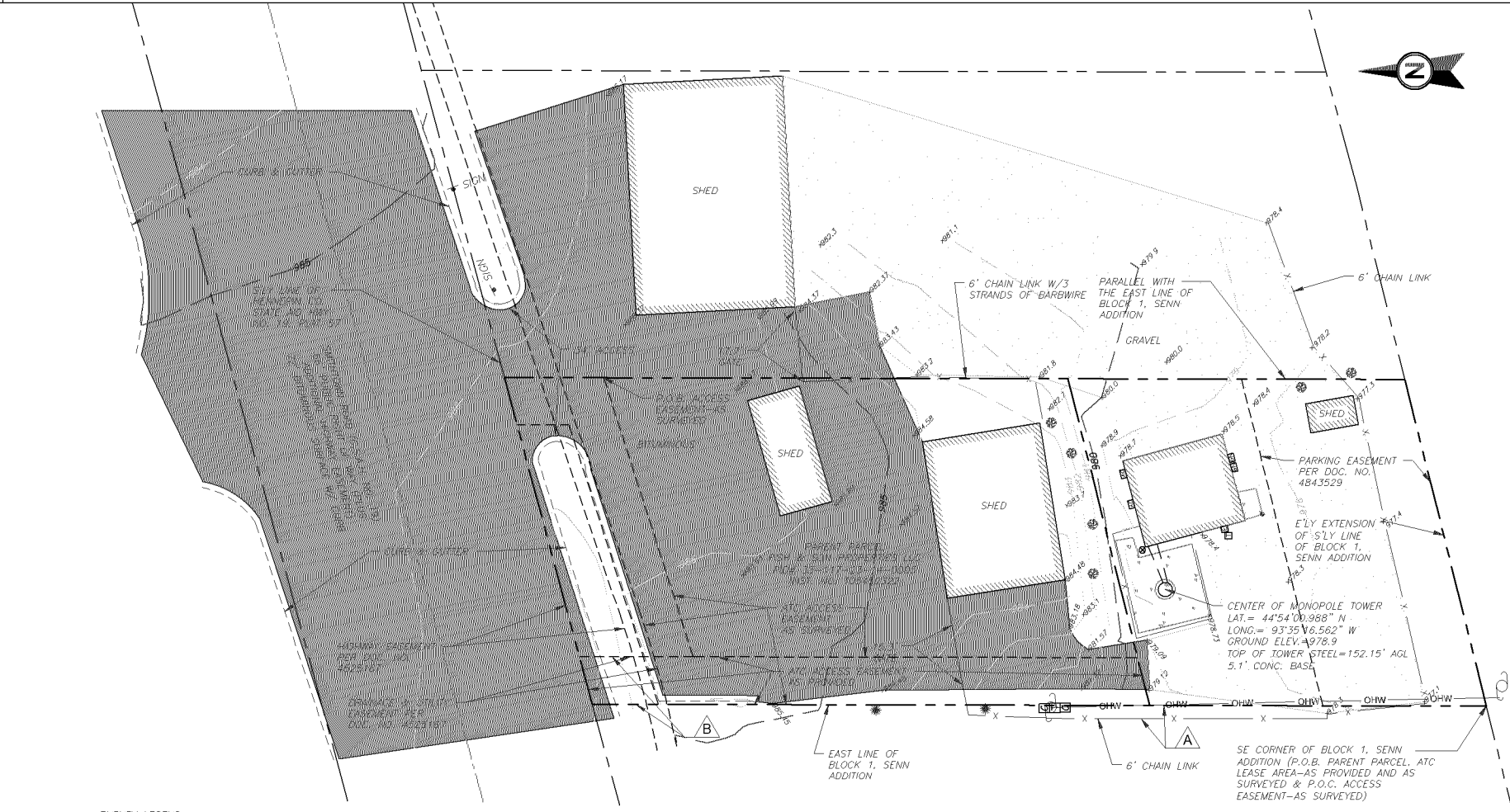
1 VICINITY MAP NTS



2 PARENT PARCEL
PART OF LOT 27 OF AUD. SUBD. NO. 133
SCALE: 1"=1000' (11X17)
1"=500' (22X34)



3 COMPOUND DETAIL
SCALE: 1"=20' (11X17)
1"=10' (22X34)



- SURVEY LEGEND
- SURVEY BENCHMARK
- EXISTING P.V.C PIPE
- EXISTING SIGN
- EXISTING UTILITY POLE
- EXISTING UTILITY PEDESTAL (CABLE)
- EXISTING UTILITY PEDESTAL (TELEPHONE)
- EXISTING UTILITY PEDESTAL (ELECTRIC)
- EXISTING GENERATOR RECEPTACLE
- EXISTING H.V.A.C.
- EXISTING DECIDUOUS TREE
- EXISTING PINE TREE
- EXISTING PROPERTY
- EXISTING RIGHT OF WAY
- EXISTING EASEMENT
- EXISTING TREELINE
- EXISTING CHAINLINK FENCE
- EXISTING ROAD (DIRT)
- EXISTING ROAD (PAVED)
- EXISTING GRAVEL
- EXISTING BITUMINOUS
- EXISTING CONCRETE
- EXISTING BUILDING
- EXISTING ADJ. PROPERTY
- EXISTING CONTOUR (MAJOR)
- EXISTING CONTOUR (MINOR)
- EXISTING OVERHEAD WIRE

4 SURVEY PLAN
SCALE: 1"=40' (11X17)
1"=20' (22X34)

WORK COORDINATED BY:

COX LEVIN

National Land Survey Consultants

surveys@colexin.com

781-640-3309 • www.colexin.com

811

Know what's below.
Call before you dig.

AMERICAN TOWER®

ATC TOWER SERVICES, INC.

3500 REGENCY PARKWAY

SUITE 100

CARY, NC 27518

PHONE: (919) 468-0112

FAX: (919) 466-5415

THESE DRAWINGS AND/OR THE ACCOMPANYING SPECIFICATION AS INSTRUMENTS OR SERVICE ARE THE EXCLUSIVE PROPERTY OF AMERICAN TOWER. THEIR USE AND PUBLICATION SHALL BE RESTRICTED TO THE ORIGINAL SITE FOR WHICH THEY ARE PREPARED. ANY USE OR DISCLOSURE OTHER THAN THAT WHICH RELATES TO AMERICAN TOWER OR THE SPECIFIED CARRIER IS STRICTLY PROHIBITED. TITLE TO THESE DOCUMENTS SHALL REMAIN THE PROPERTY OF AMERICAN TOWER WHETHER OR NOT THE PROJECT IS EXECUTED. NEITHER THE ARCHITECT NOR THE ENGINEER WILL BE PROVIDING ON-SITE CONSTRUCTION REVIEW OF THIS PROJECT. CONTRACTOR(S) MUST VERIFY ALL DIMENSIONS AND ADVISE AMERICAN TOWER OF ANY DISCREPANCIES. ANY PRIOR ISSUANCE OF THIS DRAWING IS SUPERSEDED BY THE LATEST VERSION ON FILE WITH AMERICAN TOWER.

REV.	DESCRIPTION	BY	DATE
0	PRELIM	BCO	02/20/19
1	REVISIONS	DMS	03/15/19
2	FINAL	BCO	05/14/19

ATC SITE NUMBER:

81418

ATC SITE NAME:

SHOREWOOD MN

SITE ADDRESS:

24283 SMITHTOWN RD.

EXCELSIOR, MN 55331

SURVEY CERTIFICATE:

THIS IS TO CERTIFY THAT O'MALLEY & KRON LAND SURVEYORS, INC. AT THE REQUEST AND FOR EXCLUSIVE USE OF AMERICAN TOWER CORP., HAS PERFORMED THIS AS-BUILT SURVEY OF THE LEASE AREA, FROM THE RECORD SOURCES AND ACTUAL FIELD SURVEY ON 2/19/2019 IN ACCORDANCE WITH THE MINIMUM STANDARDS FOR PROPERTY BOUNDARY SURVEYS. ALL LINEAR AND ANGULAR VALUES SHOWN ARE BASED UPON DEED OR RECORD INFORMATION UNLESS OTHERWISE NOTED.

(SIGNED) BENJAMIN C. O'MALLEY

MINNESOTA REGISTRATION 42300

SURVEY LOGO:

O'MALLEY & KRON LAND SURVEYORS, INC.

1004 2ND STREET SE

WILLMAR, MN 56201

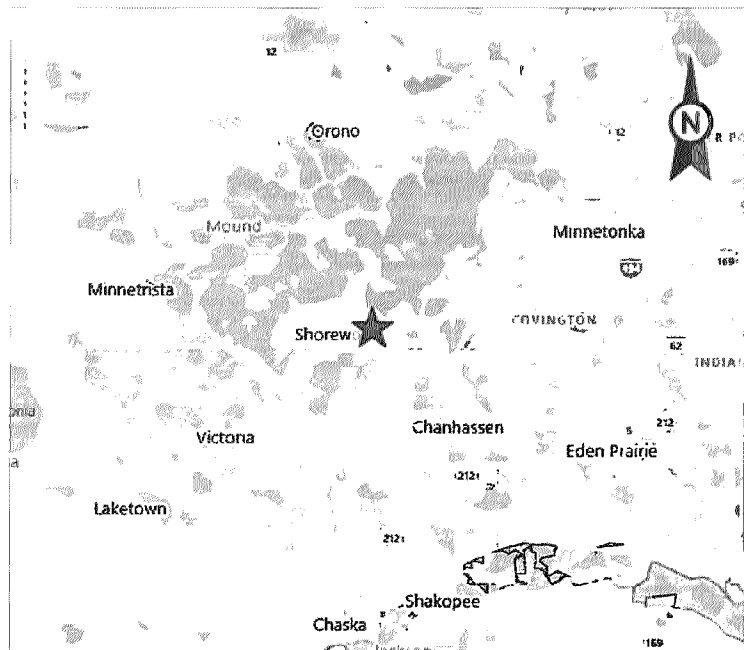
PH. 320-235-4012

WWW.OMALLEY-KRON.COM

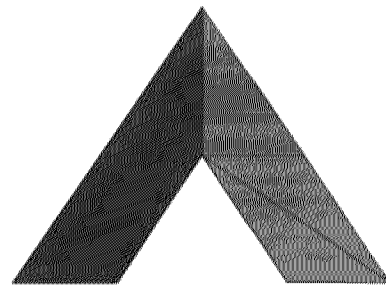
DRAWN BY:	B.C.O.
APPROVED BY:	B.C.O.
DATE DRAWN:	2/20/2019
ATC JOB NO:	81418

EXISTING CONDITIONS AND TOPOGRAPHIC PLAN

SHEET NUMBER:	REVISION:
V-102	2

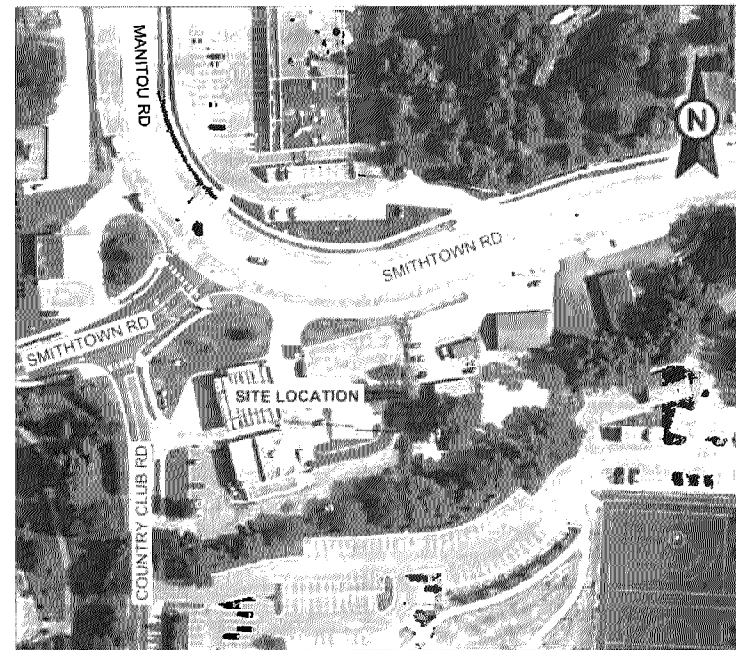


VICINITY MAP



AMERICAN TOWER®

ATC SITE NAME: SHOREWOOD MN
ATC SITE NUMBER: 81418
AT&T PACE NUMBER: MRUMW045762
AT&T SITE ID: MNL03358
AT&T FA CODE: 15482621
AT&T SITE NAME: MINNETONKA CC
SITE ADDRESS: 24283 SMITHTOWN RD.
EXCELSIOR, MN 55331-8874



LOCATION MAP

AT&T MOBILITY
COLOCATION PLAN

CITY OF SHOREWOOD

COMPLIANCE CODE

ALL WORK SHALL BE PERFORMED AND MATERIALS INSTALLED IN ACCORDANCE WITH THE CURRENT EDITIONS OF THE FOLLOWING CODES AS ADOPTED BY THE LOCAL GOVERNMENT AUTHORITIES. NOTHING IN THESE PLANS IS TO BE CONSTRUED TO PERMIT WORK NOT CONFORMING TO THESE CODES.

1. INTERNATIONAL BUILDING CODE (IBC)
2. NATIONAL ELECTRIC CODE (NEC)
3. LOCAL BUILDING CODE
4. CITY/COUNTY ORDINANCES

PROJECT SUMMARY

SITE ADDRESS:

24283 SMITHTOWN RD.
EXCELSIOR, MN 55331-8874
COUNTY: HENNEPIN

GEOGRAPHIC COORDINATES:

LATITUDE: 44.90029091
LONGITUDE: -93.58795333
GROUND ELEVATION: 977' AMSL

PROJECT DESCRIPTION

THE PROPOSED PROJECT INCLUDES INSTALLING EQUIPMENT CABINETS AND A GENERATOR IN A PROPOSED SHELTER INSIDE A 15' X 20' GROUND SPACE WITHIN THE EXISTING COMPOUND, AND INSTALLING NEW EQUIPMENT AND MOUNTS ON THE EXISTING TOWER.

PROJECT NOTES

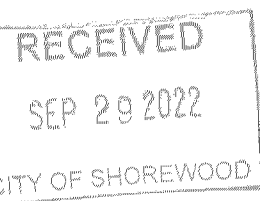
1. THE FACILITY IS UNMANNED.
2. A TECHNICIAN WILL VISIT THE SITE APPROXIMATELY ONCE A MONTH FOR ROUTINE INSPECTION AND MAINTENANCE.
3. THE PROJECT WILL NOT RESULT IN ANY SIGNIFICANT LAND DISTURBANCE OR EFFECT OF STORM WATER DRAINAGE.
4. NO SANITARY SEWER, POTABLE WATER OR TRASH DISPOSAL IS REQUIRED.
5. HANDICAP ACCESS IS NOT REQUIRED.
6. THE PROJECT DEPICTED IN THESE PLANS QUALIFIES AS AN ELIGIBLE FACILITIES REQUEST ENTITLED TO EXPEDITED REVIEW UNDER 47 U.S.C. § 1455(A) AS A MODIFICATION OF AN EXISTING WIRELESS TOWER THAT INVOLVES THE COLLOCATION, REMOVAL, AND/OR REPLACEMENT OF TRANSMISSION EQUIPMENT THAT IS NOT A SUBSTANTIAL CHANGE UNDER CFR § 1.61000 (B)(7).

PROJECT LOCATION DIRECTIONS

TAKE I 494 TO EXIT MN HWY 7 W PROCEED W INTO COMMUNITY OF EXCELSIOR, ABOUT 8 MILES TURN RIGHT, N ON HENNEPIN CO RD #19 FOLLOW ABOUT 2 MI TURN LEFT INTO TOWER SITE DRIVEWAY BETWEEN CAR DEALER & OASIS MARKET GAS STATION.

SHEET INDEX

SHEET NO:	DESCRIPTION:	REV:	DATE:	BY:
G-001	TITLE SHEET	0	06/09/22	RC
G-002	GENERAL NOTES	0	06/09/22	RC
C-001	OVERALL SITE PLAN	0	06/09/22	RC
C-101	DETAILED SITE PLAN	0	06/09/22	RC
C-102	DETAILED EQUIPMENT LAYOUT	0	06/09/22	RC
C-201	TOWER ELEVATION	0	06/09/22	RC
C-401	ANTENNA INFORMATION & SCHEDULE	0	06/09/22	RC
C-501	CONSTRUCTION DETAILS	0	06/09/22	RC
C-502	CONSTRUCTION DETAILS	0	06/09/22	RC
C-503	CONSTRUCTION DETAILS	0	06/09/22	RC
C-504	CONSTRUCTION DETAILS	0	06/09/22	RC
C-505	CONSTRUCTION DETAILS	0	06/09/22	RC
E-101	GROUNDING PLAN	0	06/09/22	RC
E-102	ELECTRICAL ONE-LINE & PANEL SCHEDULE	0	06/09/22	RC
E-501	GROUNDING DETAILS	0	06/09/22	RC
E-502	GROUNDING DETAILS	0	06/09/22	RC
R-601	EQUIPMENT SPECIFICATIONS	0	06/09/22	RC
R-602	WIC DETAIL	0	06/09/22	RC
R-603	WIC DETAIL	0	06/09/22	RC
R-604 TO R-607	SUPPLEMENTAL			
TOWER MODIFICATION (11 PAGES)				



UTILITY COMPANIES

POWER COMPANY: TBD
PHONE: TBD

TELEPHONE COMPANY: TBD
PHONE: TBD



Know what's below.
Call before you dig.

TOWER OWNER:
AMERICAN TOWER
10 PRESIDENTIAL WAY
WOBURN, MA 01801

ARCHITECT / COORDINATING PROFESSIONAL:

PETER LICHOMSKI, AIA
49030 PONTIAC TRAIL, SUITE 400,
WIXOM, MI 48393
PH: (248) 705-9212

PROPERTY OWNER:
FISH AND SON PROPERTIES LLC
24283 SMITHTOWN RD.
EXCELSIOR, MN 55331-8874

APPLICANT:
AT&T MOBILITY



LAB

NO. 24

REV.	DESCRIPTION	BY	DATE
A	PRELIM	RC	01/08/22
B	REVISED CD	RC	06/03/22
C	FINAL CD	RC	06/09/22

ATC SITE NUMBER:
81418
ATC SITE NAME:
SHOREWOOD MN
AT&T MOBILITY SITE NAME:
MINNETONKA CC

SITE ADDRESS:
24283 SMITHTOWN RD.
EXCELSIOR, MN 55331-8874

SEAL:



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

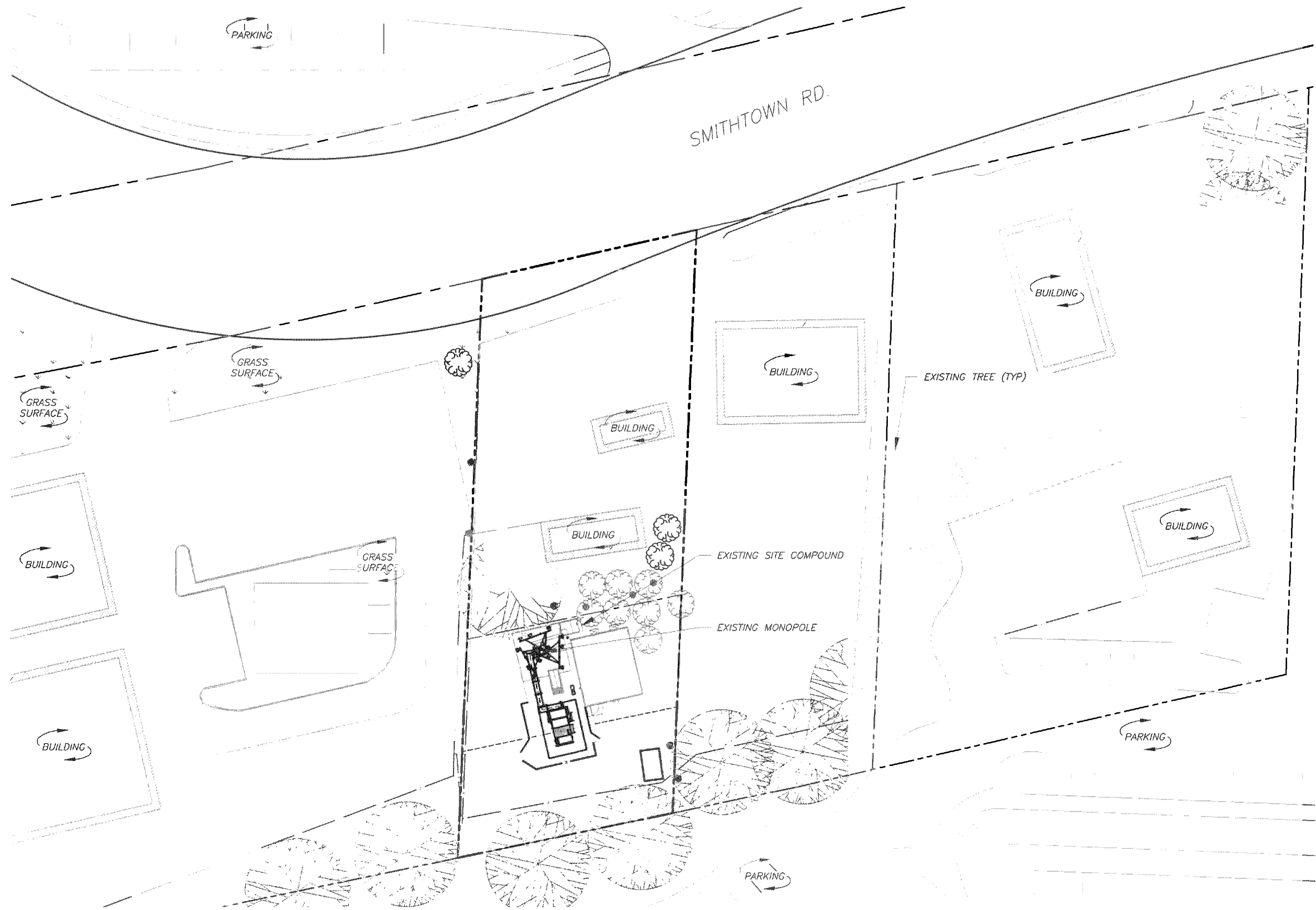
SIGNATURE: *Peter Lichomski*
PRINTED NAME: PETER LICHOMSKI
DATE: 06/09/2022
LICENSE NUMBER: 46120



DRAWN BY:	RC
APPROVED BY:	PL
DATE DRAWN:	01/07/22
ATC JOB NO:	13668518_G2
CUSTOMER ID:	MNL03358
FA NUMBER:	15482621

TITLE SHEET

SHEET NUMBER:	REVISION:
G-001	0

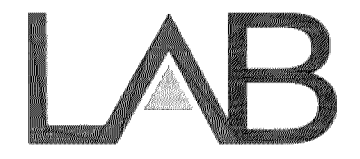


1 OVERALL SITE PLAN

0 40' 80'

SCALE: 1"=40' (11X17)
1"=20' (22X34)

N



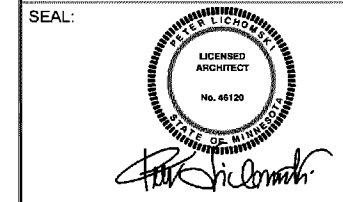
REV.	DESCRIPTION	BY	DATE
A	PRELIM	RC	01/08/22
B	REVISED CD	RC	06/03/22
0	FINAL CD	RC	06/09/22

ATC SITE NUMBER:
81418

ATC SITE NAME:
SHOREWOOD MN

AT&T MOBILITY SITE NAME:
MINNETONKA CC

SITE ADDRESS:
24283 SMITHTOWN RD.
EXCELSIOR, MN 55331-8874



DRAWN BY:	RC
APPROVED BY:	PL
DATE DRAWN:	01/07/22
ATC JOB NO:	13668518_G2
CUSTOMER ID:	MNL03358
FA NUMBER:	15482621

OVERALL SITE PLAN

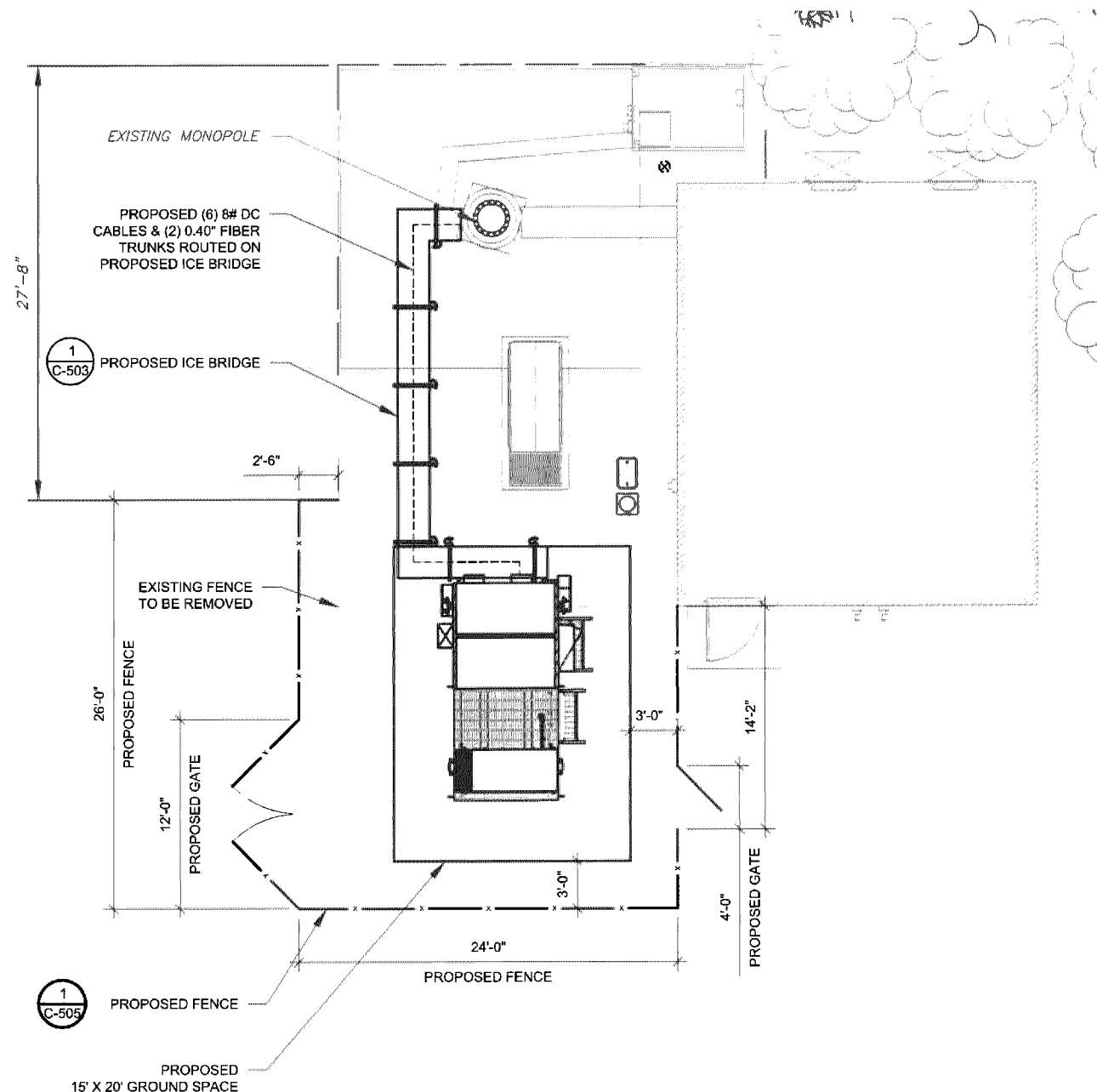
SHEET NUMBER:	REVISION:
C-001	0

SITE PLAN NOTES:

- THIS SITE PLAN REPRESENTS THE BEST PRESENT KNOWLEDGE AVAILABLE TO THE ENGINEER AT THE TIME OF THIS DESIGN. THE CONTRACTOR SHALL VISIT THE SITE PRIOR TO CONSTRUCTION AND VERIFY ALL EXISTING CONDITIONS RELATED TO THE SCOPE OF WORK FOR THIS PROJECT.
- ICE BRIDGE, CABLE LADDER, COAX PORT, AND COAX CABLE ARE SHOWN FOR REFERENCE ONLY. CONTRACTOR SHALL CONFIRM THE EXACT LOCATION OF ALL PROPOSED AND EXISTING EQUIPMENT AND STRUCTURES DEPICTED ON THIS PLAN. BEFORE UTILIZING EXISTING CABLE SUPPORTS, COAX PORTS, INSTALLING NEW PORTS OR ANY OTHER EQUIPMENT, CONTRACTOR SHALL VERIFY ALL ASPECTS OF THE COMPONENTS MEET THE ATC SPECIFICATIONS.
- IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO COORDINATE WITH THE AT&T MOBILITY REPRESENTATIVE AND LOCAL UTILITY COMPANY FOR THE INSTALLATION OF CONDUITS, CONDUCTORS, BREAKERS, DISCONNECTS, OR ANY OTHER EQUIPMENT REQUIRED FOR ELECTRICAL SERVICE. ALL ELECTRICAL WORK SHALL BE PERFORMED IN ACCORDANCE WITH LATEST EDITION OF THE STATE AND NATIONAL CODES, ORDINANCES AND REGULATIONS APPLICABLE TO THIS PROJECT.

LEGEND

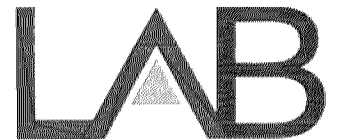
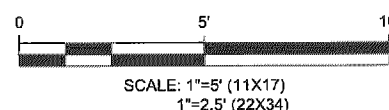
⊗	GROUNDING TEST WELL
ATS	AUTOMATIC TRANSFER SWITCH
B	BOLLARD
CSC	CELL SITE CABINET
D	DISCONNECT
E	ELECTRICAL
F	FIBER
GEN	GENERATOR
G	GENERATOR RECEPTACAL
HH, V	HAND HOLE, VAULT
IB	ICE BRIDGE
K	KENTROX BOX
LC	LIGHTING CONTROL
M	METER
PB	PULL BOX
PP	POWER POLE
T	TELCO
TRN	TRANSFORMER
— — —	CHAINLINK FENCE



PROPOSED CABLE LENGTH:

- ESTIMATED LENGTH OF PROPOSED CABLE IS 157'. ESTIMATED LENGTH OF CABLE WAS PROVIDED BY CUSTOMER OR CALCULATED BY ADDING THE RAD CENTER AND THE DISTANCE FROM THE EQUIPMENT LOCATION TO THE TOWER (ALONG THE ICE BRIDGE) AND A SAFETY FACTOR MEASUREMENT OF 15% (OF THE TWO PREVIOUS VALUES). CDS DEFER TO GREATEST CABLE LENGTH.
- ROUTE PROPOSED CABLES ALONG SAME PATH AS EXISTING CABLES AND IN ACCORDANCE WITH STRUCTURAL ANALYSIS. IF ADEQUATE SPACE EXISTS, ROUTE CABLES THROUGH ENTRY PORT HOLE, UP INSIDE OF MONOPOLE, AND THROUGH EXIT PORT HOLE. IF ROUTING OUTSIDE THE MONOPOLE, ATTACH CABLES USING STAND-OFF ADAPTERS MOUNTED TO TOWER USING STAINLESS STEEL BANDING. ADEQUATELY SECURE CABLES USING EITHER APPROPRIATELY SIZED STAINLESS STEEL SNAP-INS OR MOUNTING HARDWARE AND BRACKETS AS SPECIFIED BY CABLE MANUFACTURER.

1 DETAILED SITE PLAN



030

REV.	DESCRIPTION	BY	DATE
A	PRELIM	RC	01/08/22
B	REVISED CD	RC	06/03/22
C	FINAL CD	RC	06/09/22

ATC SITE NUMBER:
81418
ATC SITE NAME:
SHOREWOOD MN
AT&T MOBILITY SITE NAME:
MINNETONKA CC
SITE ADDRESS:
24283 SMITHTOWN RD.
EXCELSIOR, MN 55331-8874

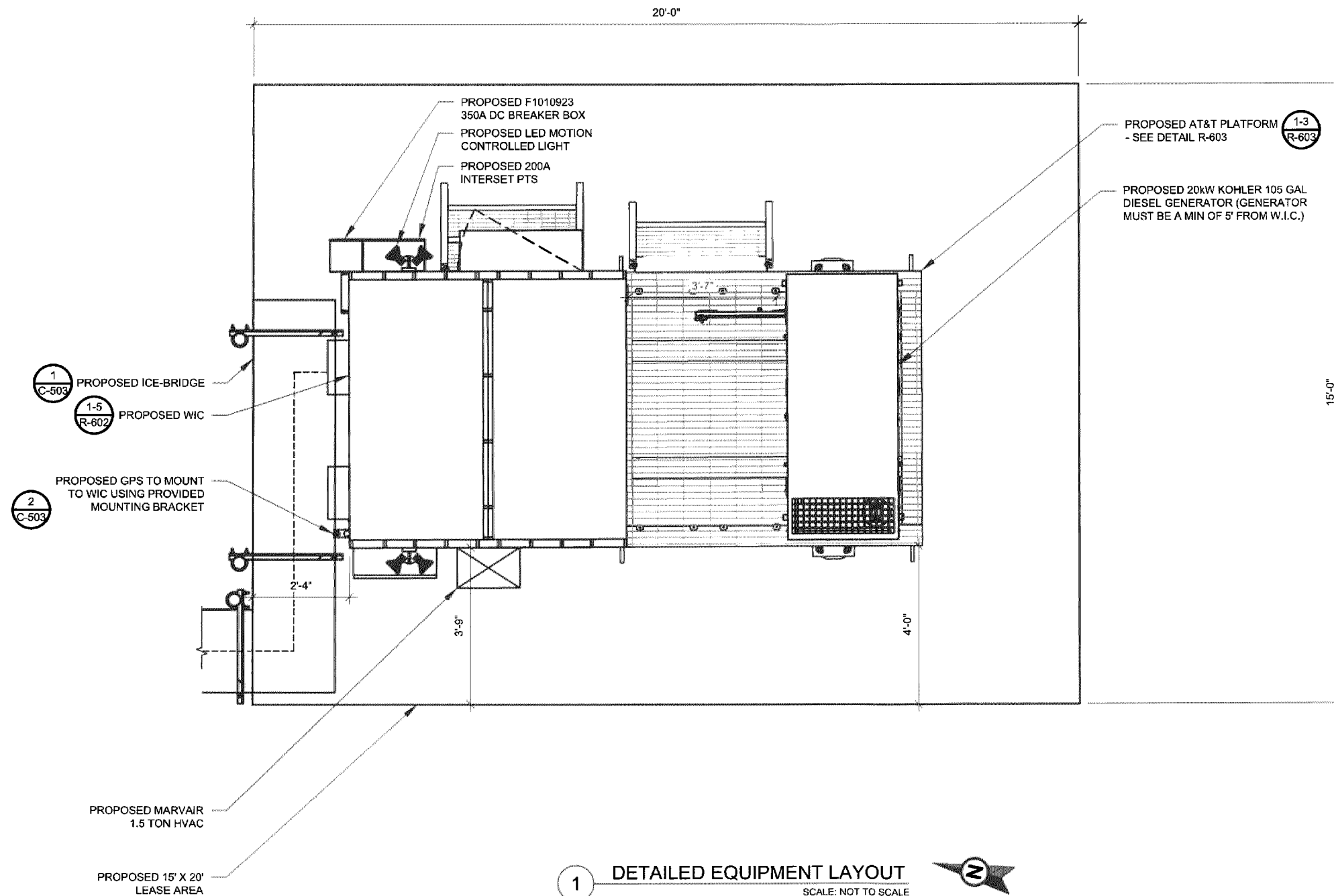
SEAL:



DRAWN BY:	RC
APPROVED BY:	PL
DATE DRAWN:	01/07/22
ATC JOB NO:	13668518_G2
CUSTOMER ID:	MNL03358
FA NUMBER:	15482621

DETAILED SITE PLAN

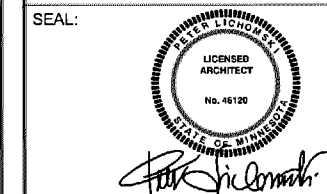
SHEET NUMBER:	REVISION:
C-101	0



NE: (248 /

REV.	DESCRIPTION	BY	DATE
A	PRELIM	RC	01/08/22
B	REVISED CD	RC	06/03/22
0	FINAL CD	RC	06/09/22

ATC SITE NUMBER:
81418
ATC SITE NAME:
SHOREWOOD MN
AT&T MOBILITY SITE NAME:
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24283 SMITHTOWN RD.
EXCELSIOR, MN 55331-8874



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APPROVED BY:	PL
DATE DRAWN:	01/07/22
ATC JOB NO:	13668518_G2
CUSTOMER ID:	MNL03358
FA NUMBER:	15482621

DETAILED EQUIPMENT LAYOUT

SHEET NUMBER:	REVISION:
C-102	0

PER MOUNT ANALYSIS COMPLETED BY ATC, DATED 05/17/22, THE PROPOSED MOUNT CAN ADEQUATELY SUPPORT THE PROPOSED LOADING.

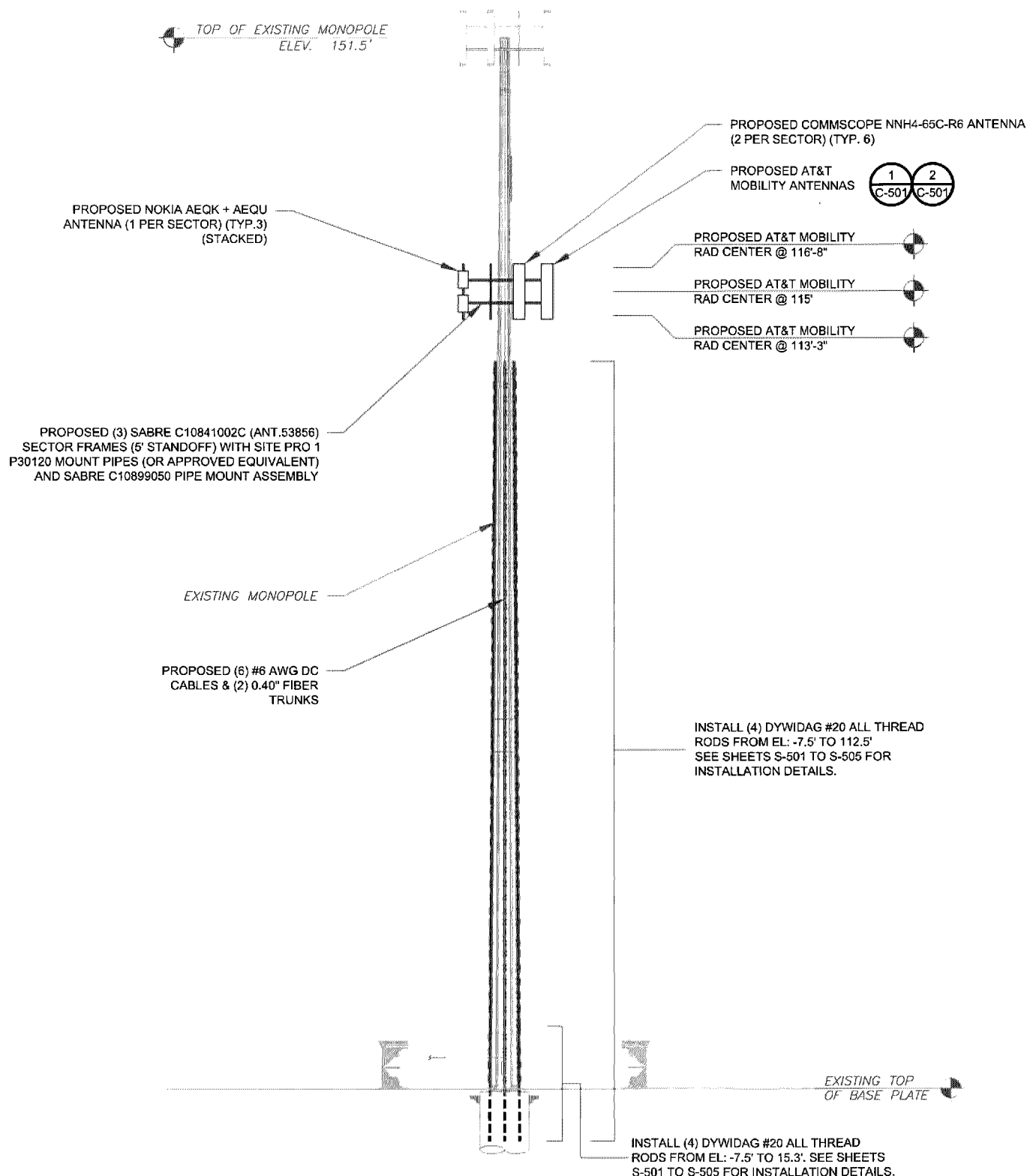
NOTES:
THIS DRAWING IS FOR EXHIBIT AND LAYOUT PURPOSES ONLY.

PLEASE REFER TO STRUCTURAL DOCUMENTS (PREPARED BY OTHERS) FOR PROJECT STRUCTURAL CALCULATION AND RESULTS.

NO WORK IS TO BE DONE WITHOUT AN APPROVED STRUCTURAL ANALYSIS PROVIDED BY OTHERS.

SPECIAL NOTES:

- GC TO VERIFY ALL HEIGHTS AND AZIMUTHS IN FIELD PRIOR TO CONSTRUCTION. GC SHALL NOTIFY P.M. AND ARCHITECT/ENGINEER OF ANY DISCREPANCIES IMMEDIATELY.
- STRUCTURAL/ DESIGN & ANALYSIS SHALL BE PERFORMED & APPROVED BY TOWER OWNER AND MANUFACTURER (STRUCTURAL ANALYSIS BY OTHERS)
- STRUCTURAL ANALYSIS PERFORMED BY OTHERS. CONTRACTOR TO THOROUGHLY REVIEW THE TOWER STRUCTURAL ANALYSIS FOR INFORMATION PERTAINING TO TOWER UPGRADES, MOUNTING TYPES, ANTENNA HEIGHTS, AND CABLE ROUTING. ANY OTHER DISCREPANCIES BETWEEN THE DRAWINGS, STRUCTURAL ANALYSIS, AND TOWER PLANS SHOULD BE BROUGHT TO THE ATTENTION OF THE PROJECT MANAGER PRIOR TO BIDDING AND INSTALLATION.



1 TOWER ELEVATION
SCALE: N.T.S.

TOWER NOTE:

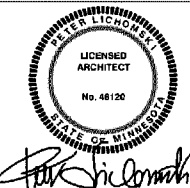
- IT IS THE CONTRACTOR'S RESPONSIBILITY TO CONFIRM WITH THE AMERICAN TOWER CONSTRUCTION MANAGER THAT THEY HAVE THE MOST RECENT VERSION OF THE STRUCTURAL ANALYSIS BEFORE COMMENCING WORK. EXISTING AND PROPOSED TOWER APPURTENANCES, MOUNTS, AND ANTENNAS ARE SHOWN BASED ON THE STRUCTURAL ANALYSIS. ROUTE PROPOSED CABLES ALONG SAME PATH AS EXISTING CABLES AND IN ACCORDANCE WITH STRUCTURAL ANALYSIS. IF ADEQUATE SPACE EXISTS, ROUTE CABLES THROUGH ENTRY PORT HOLE, UP INSIDE OF MONOPOLE, AND THROUGH EXIT PORT HOLE. IF ROUTING OUTSIDE THE MONOPOLE, ATTACH CABLES USING STAND-OFF ADAPTERS MOUNTED TO TOWER USING STAINLESS STEEL BANDING. ADEQUATELY SECURE CABLES USING EITHER APPROPRIATELY SIZED STAINLESS STEEL SNAP-INS OR MOUNTING HARDWARE AND BRACKETS AS SPECIFIED BY CABLE MANUFACTURER.
- TOWER ELEVATIONS ARE MEASURED FROM TOP OF BASE PLATE TO MATCH STRUCTURAL ANALYSIS. ELEVATIONS DO NOT REFLECT TRUE ABOVE GROUND LEVEL (A.G.L.)



REV.	DESCRIPTION	BY	DATE
A	PRELIM	RC	01/08/22
B	REVISED CD	RC	06/03/22
D	FINAL CD	RC	06/09/22

ATC SITE NUMBER:
81418
ATC SITE NAME:
SHOREWOOD MN
AT&T MOBILITY SITE NAME:
MINNETONKA CC
SITE ADDRESS:
24283 SMITHTOWN RD.
EXCELSIOR, MN 55331-8874

SEAL:



DRAWN BY:	RC
APPROVED BY:	PL
DATE DRAWN:	01/07/22
ATC JOB NO:	13668518_G2
CUSTOMER ID:	MNL03358
FA NUMBER:	15482621

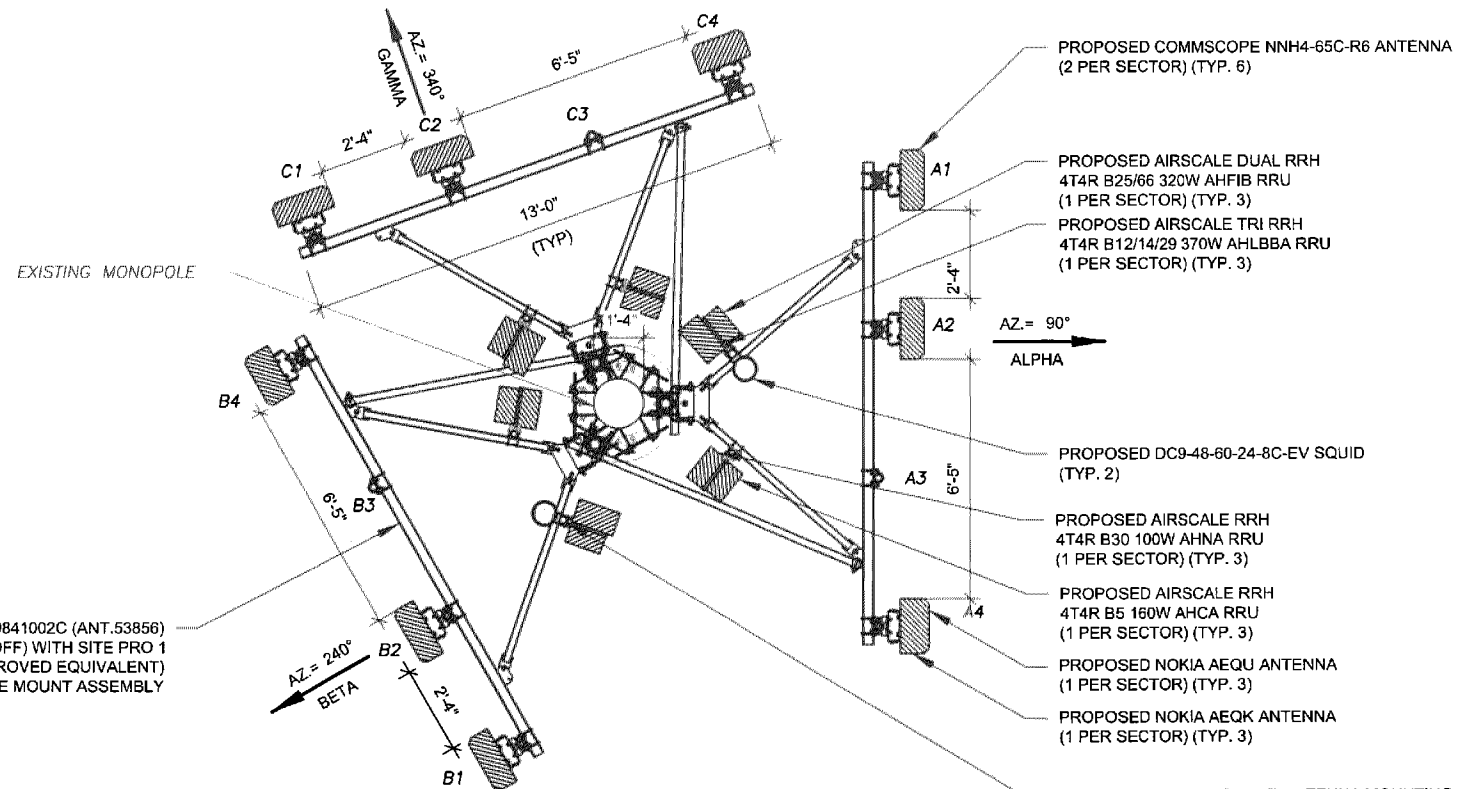
TOWER ELEVATION

SHEET NUMBER:	REVISION:
C-201	0

PER MOUNT ANALYSIS COMPLETED BY ATC,
DATED 05/17/22, THE PROPOSED MOUNT CAN
ADEQUATELY SUPPORT THE PROPOSED LOADING

1 1
R-604 R-605

PROPOSED (3) SABRE C10841002C (ANT.53856)
SECTOR FRAMES (5' STANDOFF) WITH SITE PRO 1
P30120 MOUNT PIPES (OR APPROVED EQUIVALENT)
AND SABRE C10899050 PIPE MOUNT ASSEMBLY



1 FINAL ANTENNA PLAN

SCALE: N.T.S.

FINAL ANTENNA SCHEDULE								
LOCATION		ANTENNA SUMMARY				NON ANTENNA SUMMARY		
SECTOR	RAD	AZ	POS	ANTENNA	BAND	MECH/ELEC D-TILT	STATUS	ADDITIONAL TOWER MOUNTED EQUIPMENT
ALPHA	115°	90°	A1	COMMSCOPE NNH4-65C-R6	LTE 700, LTE PCS, LTE AWS, 5G AWS	0	ADD	4T4R B12/14/29 370W AHLBBA, 4T4R B25/66 320W AHFIB
			A2	COMMSCOPE NNH4-65C-R6	LTE 850, 5G 850, LTE, LTE WCS	0	ADD	4T4R B30 100W AHNA, 4T4R B5 160W AHCA
			A3					
			A4	NOKIA AEQU	5G DOD	0	ADD	
BETA	115°	240°	B1	COMMSCOPE NNH4-65C-R6	LTE 700, LTE PCS, LTE AWS, 5G AWS	0	ADD	4T4R B12/14/29 370W AHLBBA, 4T4R B25/66 320W AHFIB
			B2	COMMSCOPE NNH4-65C-R6	LTE 850, 5G 850, LTE, LTE WCS	0	ADD	4T4R B30 100W AHNA, 4T4R B5 160W AHCA
			B3					
			B4	NOKIA AEQU	5G DOD	0	ADD	
GAMMA	115°	340°	C1	COMMSCOPE NNH4-65C-R6	LTE 700, LTE PCS, LTE AWS, 5G AWS	0	ADD	4T4R B12/14/29 370W AHLBBA, 4T4R B25/66 320W AHFIB
			C2	COMMSCOPE NNH4-65C-R6	LTE 850, 5G 850, LTE, LTE WCS	0	ADD	4T4R B30 100W AHNA, 4T4R B5 160W AHCA
			C3					
			C4	NOKIA AEQU	5G DOD	0	ADD	

1. CONFIRM WITH AT&T MOBILITY REP FOR APPLICABLE UPDATES/REVISIONS AND MOST RECENT RFDS FOR NSN CONFIGURATION (CONFIG). GC
TO CAP ALL UNUSED PORTS.
2. CONFIRM SPACING OF PROPOSED EQUIP DOES NOT CAUSE TOWER CONFLICTS NOR IMPEDE TOWER CLIMBING PEGS.

2 ANTENNA SCHEDULE

CABLE LENGTHS FOR JUMPERS
FIBER DISTRIBUTION/OVP TO RRU: 15'
RRU TO COMBINER: 10'
COMBINER TO ANTENNA: 10'

PROPOSED FIBER DISTRIBUTION/OVP BOX		PROPOSED CABLING SUMMARY		
MODEL NUMBER	STATUS	COAX	HYBRID	STATUS
(2) DC9-48-60-24-8C-EV	ADD	-	(2) FIBER TRUNKS & (6) DC CABLES	ADD

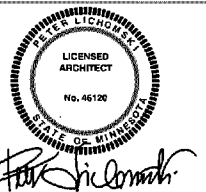


93

REV.	DESCRIPTION	BY	DATE
A	PRELIM	RC	01/08/22
B	REVISED CD	RC	06/03/22
C	FINAL CD	RC	06/09/22

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AT&T MOBILITY SITE NAME:
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SITE ADDRESS:
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SEAL:

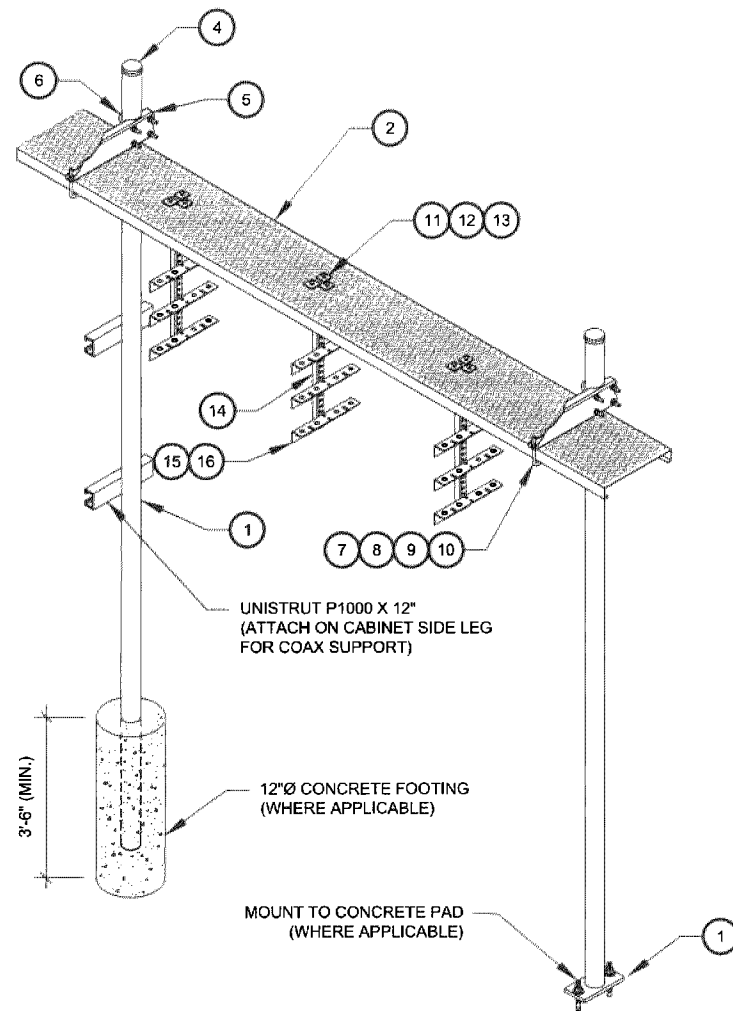


DRAWN BY:	RC
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DATE DRAWN:	01/07/22
ATC JOB NO:	13668518_G2
CUSTOMER ID:	MNL03358
FA NUMBER:	15482621

ANTENNA INFORMATION & SCHEDULE

SHEET NUMBER: C-401	REVISION: 0
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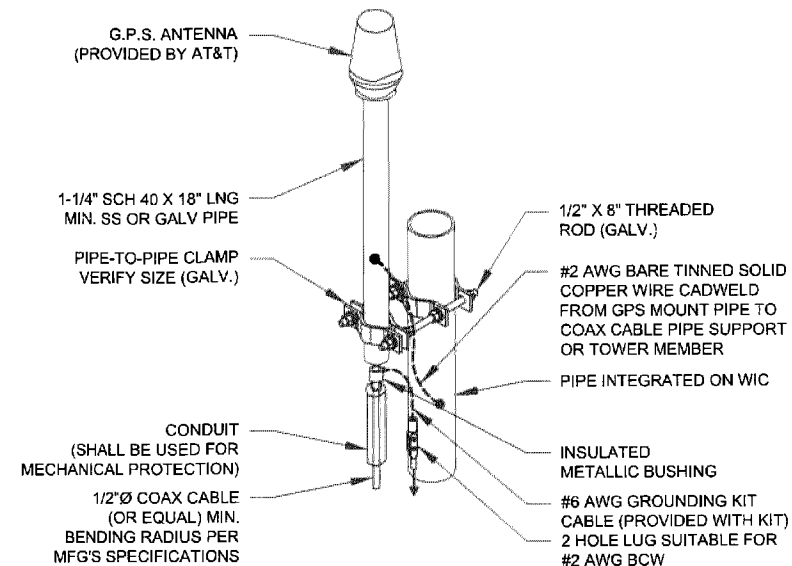
1. INSTALL ICE BRIDGE TO ALLOW 7 FEET CLEARANCE ABOVE GRADE TO LOWEST APPURTENANCE.



ITEM	PART NUMBER	DESCRIPTION	ITEM	PART NUMBER	DESCRIPTION
1	MF126.01 MF-130	10'-4" COLUMN & BASE SHOE* 13'-4" PIPE COLUMN	9	GWL-04	1/2" GALV LOCK WASHER
2	WB-CY210	SAFETY GRATING 24" X 10'	10	GN-04	1/2" GALV HEX NUT
3	WBK110BHK	HARDWARE KIT (ITEMS 4-16)	11	GB-03205	3/8" X 2" GALV BOLT KIT
4	PC-034	PIPE CAP 3-1/2"	12	MT-387	SQUARE WASHER, 1-1/2" X 1-1/2" W/ 7/16" HOLE
5	WBLB243.08	24" WAVEGUIDE BRIDGE SUPPORT BRACKET	13	GWF-03	3/8" GALV FLAT WASHER
6	GUB-4356	1/2" X 3-5/8" X 6" GALV U-BOLT	14	WBT243.01	VERTICAL TRAPEZE SECTION
7	WB-JB-6	1/2" J-BOLT	15	GB-03105	3/8" X 1" GALV BOLT KIT
8	GWF-04	1/2" GALV FLAT WASHER	16	WBT243.02	HORIZONTAL TRAPEZE SECTION

1 WAVEGUIDE BRIDGE KIT

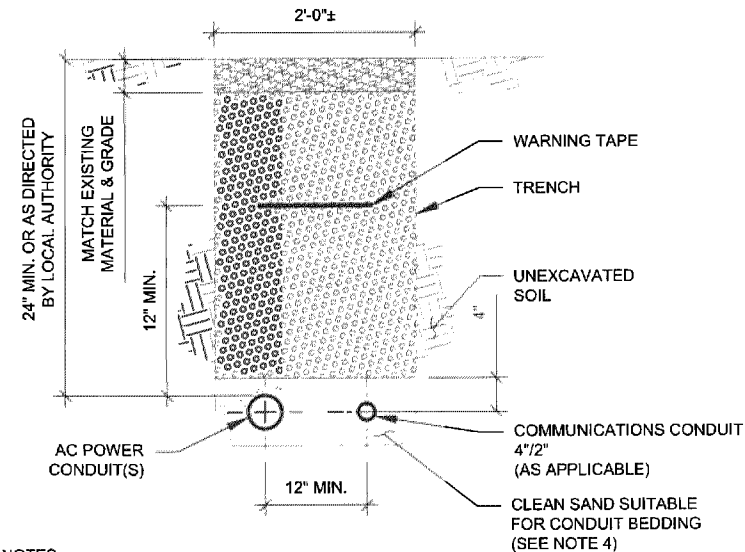
SCALE: NOT TO SCALE



NOTE:

1. GPS SHALL BE PLACED WITH CLEAR SIGHT LINE TO THE SOUTHERN SKY.
2. CONTRACTOR TO SUPPLY COAX FOR GPS UNIT.
3. GPS TO MOUNT TO WIC USING PROVIDED MOUNTING BRACKET (COAX TO ROUTE THROUGH ROXTEC ON WIC)

2 GPS ANTENNA ATTACHMENT DETAIL



(SEE NOTE 4)

TRENCH NOTES:

1. IF FREE OF ORGANIC OR OTHER DELETERIOUS MATERIAL, EXCAVATED MATERIAL MAY BE USED FOR BACKFILL. IF NOT, PROVIDE CLEAN, COMPACTIBLE MATERIAL.
2. COMPACT IN 8" LIFTS. REMOVE ANY LARGE ROCKS PRIOR TO BACKFILLING. CONTRACTOR TO VERIFY LOCATION OF EXISTING U/G UTILITIES PRIOR TO DIGGING.
3. IF CURRENT AS-BUILT DRAWINGS ARE NOT AVAILABLE CONTRACTOR SHALL HAND DIG U/G TRENCHING.
4. USE COMMUNICATIONS ONLY TRENCH FOR COMMUNICATIONS CONDUIT UNLESS TRAVELING UNDER PATH OF VEHICLE TRAVEL, THEN CONDUIT MUST BE 24" MIN. BELOW GRADE.
5. CONFIRM SPACING AND DEPTH WITH NEC OR LOCAL CODE REQUIREMENTS

3 POWER/TELCO CONDUIT TRENCH DETAILS



REV.	DESCRIPTION	BY	DATE
<u>A</u>	PRELIM	RC	01/08/22
<u>B</u>	REVISED CD	RC	06/03/22
<u>U</u>	FINAL CD	RC	06/09/22
<u> </u>			

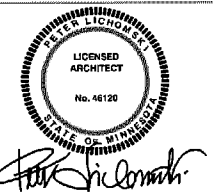
ATC SITE NUMBER:
81418

ATC SITE NAME:
SHOREWOOD MN

AT&T MOBILITY SITE NAME:
MINNETONKA CC

SITE ADDRESS:
**24283 SMITHTOWN RD.
EXCELSIOR, MN 55331-8874**

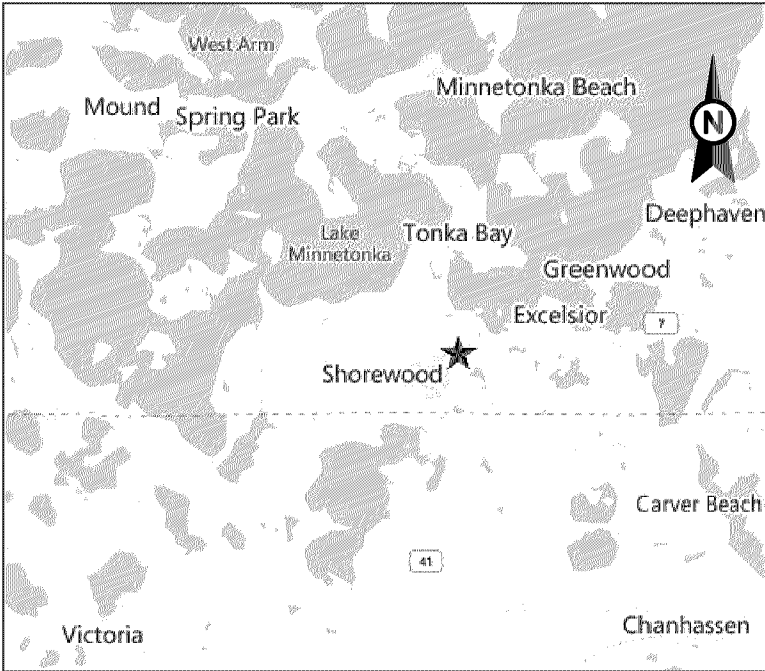
SEAL:



DRAWN BY:	RC
APPROVED BY:	PL
DATE DRAWN:	01/07/22
ATC JOB NO:	13668518_G2
CUSTOMER ID:	MNL03358
FA NUMBER:	15482621

CONSTRUCTION DETAILS

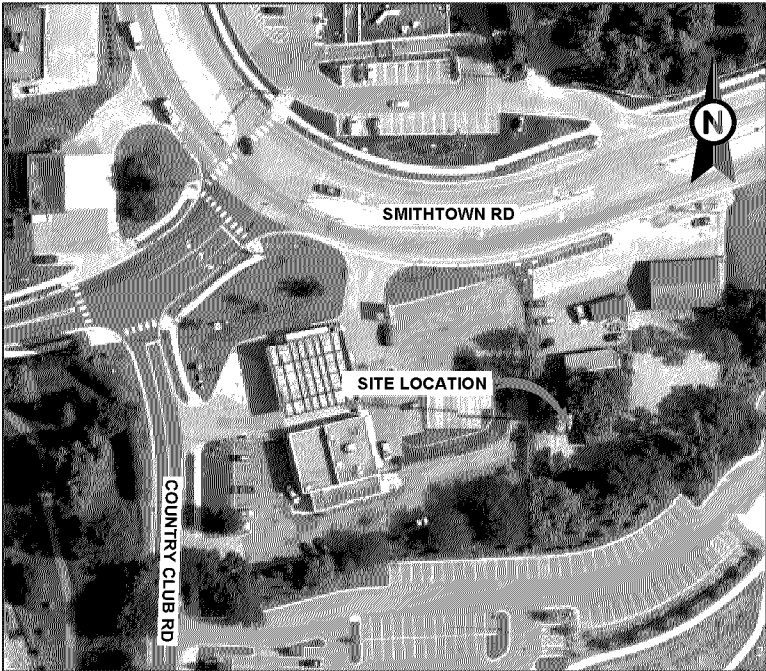
SHEET NUMBER: C-503	REVISION: 0
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VICINITY MAP



SITE NAME: SHOREWOOD MN
SITE NUMBER: 81418
ATC PROJECT NUMBER: 13668518_C6_06
SITE ADDRESS: 24283 SMITHTOWN RD.
EXCELSIOR, MN 55331



LOCATION MAP

151.5 FT MONOPOLE MODIFICATIONS

PROJECT TEAM	PROJECT DESCRIPTION	SHEET	SHEET TITLE	REV.
<p>TOWER OWNER</p> <p>AMERICAN TOWER</p> <p>10 PRESIDENTIAL WAY</p> <p>WOBURN, MA 01801</p> <p>ENGINEERED BY</p> <p>ATC TOWER SERVICES</p> <p>3500 REGENCY PARKWAY, SUITE 100</p> <p>CARY, NC 27518</p> <p>CARRIER INFORMATION</p> <p>CARRIER: AT&T MOBILITY</p> <p>CARRIER SITE NAME: MINNETONKA CC</p> <p>CARRIER SITE NUMBER: MN3358</p>	THE PROJECT DEPICTED IN THESE PLANS ARE BASED ON THE RECOMMENDATIONS OUTLINED IN THE STRUCTURAL ANALYSIS COMPLETED UNDER ENGINEERING PROJECT NUMBER 13668518_C3_03 DATED 01/05/22. SATISFACTORY COMPLETION OF THE WORK INDICATED IN THESE PLANS WILL RESULT IN THE STRUCTURE MEETING THE REQUIREMENTS OF THE SPECIFICATIONS UNDER WHICH THE STRUCTURAL WAS COMPLETED.	G-002	IBC GENERAL NOTES	0
		G-003	SPECIAL INSPECTION CHECKLIST	0
		G-004	BILL OF MATERIALS	0
		C-101	DETAILED SITE PLAN	0
		S-201	MODIFICATION PROFILE	0
	<p>PROJECT NOTE</p> <p>THE PROJECT DEPICTED IN THESE PLANS QUALIFIES AS AN ELIGIBLE FACILITIES REQUEST ENTITLED TO EXPEDITED REVIEW UNDER 47 U.S.C. § 1455(A) AS A MODIFICATION OF AN EXISTING WIRELESS TOWER THAT INVOLVES THE COLLOCATION, REMOVAL, AND/OR REPLACEMENT OF TRANSMISSION EQUIPMENT THAT IS NOT A SUBSTANTIAL CHANGE UNDER CFR § 1.6100 (B)(7).</p>	S-501	FOUNDATION INSTALLATION DETAILS	0
		S-502	REINFORCEMENT INSTALLATION DETAILS	0
		S-503	REINFORCEMENT INSTALLATION DETAILS (CONT'D)	0
		S-504	REINFORCEMENT INSTALLATION DETAILS (CONT'D)	0
		S-505	#20 STEP BOLT BRACKET INSTALLATION DETAILS	0
<p>811</p> <p>Know what's below.</p> <p>Call before you dig.</p>	<p>COMPLIANCE CODE</p> <p>ALL WORK SHALL BE PERFORMED AND MATERIALS INSTALLED IN ACCORDANCE WITH THE CURRENT EDITIONS OF THE FOLLOWING CODES AS ADOPTED BY THE LOCAL GOVERNMENT AUTHORITIES. NOTHING IN THESE PLANS IS TO BE CONSTRUED TO PERMIT WORK NOT CONFORMING TO THESE CODES.</p> <p>1. ANSI/TIA/EIA: STRUCTURAL STANDARDS (222-H EDITION)</p> <p>2. INTERNATIONAL BUILDING CODE (2018 IBC)</p> <p>3. MINNESOTA STATE BUILDING CODE (2020)</p>			
	<p>PROJECT LOCATION</p> <p>GEOGRAPHIC COORDINATES</p> <p>LATITUDE: 44.90029091</p> <p>LONGITUDE: -93.58795333</p>			



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ATC TOWER SERVICES, LLC
3500 REGENCY PARKWAY
SUITE 100
CARY, NC 27518
PHONE: (919) 468-0112

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REV.	DESCRIPTION	BY	DATE
0	FIRST ISSUE	CGM	04/06/22

ATC SITE NUMBER:
81418

ATC SITE NAME:
SHOREWOOD MN
MINNESOTA

SITE ADDRESS:
24283 SMITHTOWN RD.
EXCELSIOR, MN 55331

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

SIGNATURE: 

NAME: ESHA MODI

LICENSE NUMBER: 55210

DATE:

Authorized by "EOR"
18 Apr 2022 10:19:53

DRAWN BY:	CGM
APPROVED BY:	IPD
DATE DRAWN:	04/06/22
ATC JOB NO:	13668518_C6_06

COVER	
SHEET NUMBER: G-001	REVISION: 0

⊗

AV, A/V

ATS

AIR VENT

B

AUTOMATIC TRANSFER SWITCH

C

BOLLARD

CS

CABINET

CSC

COAX SHROUD

D

CELL SITE CABINET

D

DISCONNECT

E

ELECTRICAL

F

FIBER

GEN

GENERATOR

G

GENERATOR RECEPTACLE

HH, V

HAND HOLE, VAULT

HFC

HYDROGEN FUEL CELL

HSM

HYDROGEN STORAGE MATERIAL

IB

ICE BRIDGE

K

KENTROX BOX

LC

LIGHTING CONTROL

LPG

LIQUID PROPANE GAS

M

METER

OHW

OVERHEAD WIRE

P

POWER

PB

PULL BOX

PP

POWER POLE

T

TELCO

TRN

TRANSFORMER

PROPERTY LINE

ADJACENT PROPERTY LINE

LEASE AREA

EASEMENT

WOOD FENCE

WIRE FENCE

METAL FENCE

GUARD RAIL

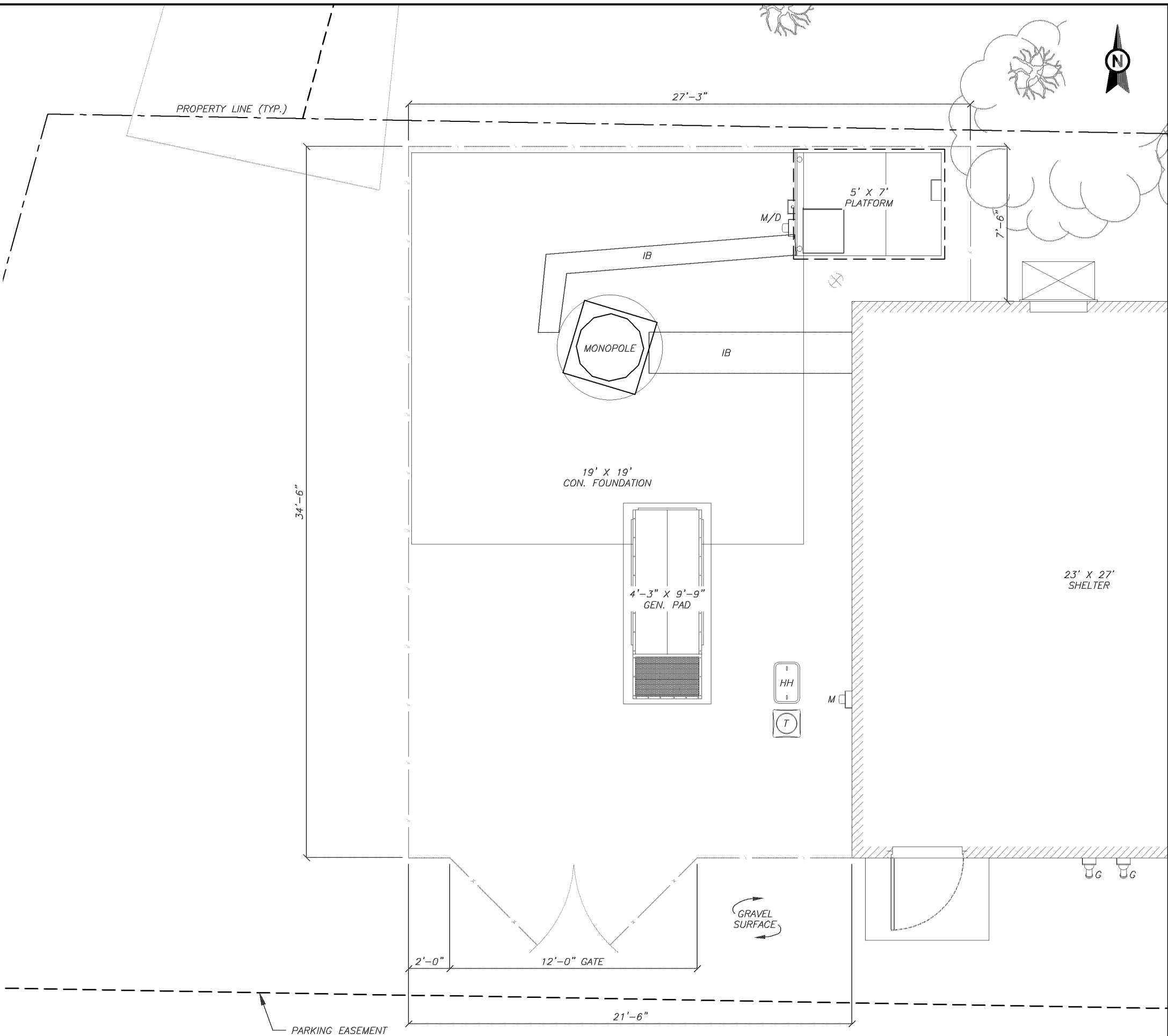
CHAINLINK FENCE

ROAD (DIRT)

ROAD (STONE)

ROAD (PAVED)

LEGEND



0 5' 10'

SCALE: 1"=5' (11X17)
1"=2.5' (22X34)

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ATC TOWER SERVICES, LLC

3500 REGENCY PARKWAY

SUITE 100

CARY, NC 27518

PHONE: (919) 468-0112

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0	FIRST ISSUE	CGM	04/06/22

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MINNESOTA

SITE ADDRESS:
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EXCELSIOR, MN 55331

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SIGNATURE: *Esha K. Modi*

NAME: ESHA MODI

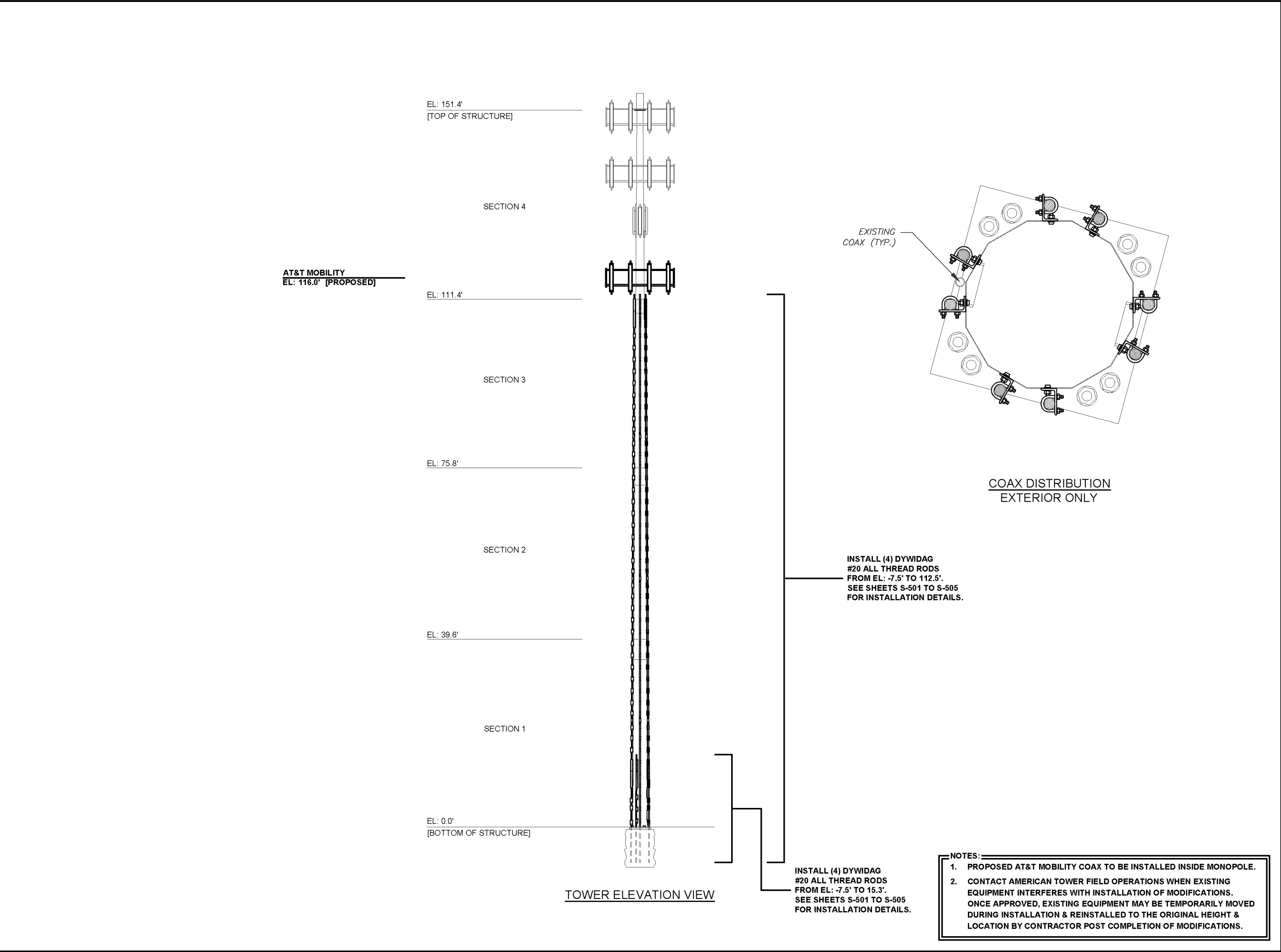
LICENSE NUMBER: 55210

DATE:

Authorized by "EOR"
18 Apr 2022 10:19:54

DRAWN BY:	CGM
APPROVED BY:	IPD
DATE DRAWN:	04/06/22
ATC JOB NO:	13668518_C6_06

DETAILED SITE PLAN	
SHEET NUMBER: C-101	REVISION: 0



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CARY, NC 27518
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SIGNATURE:

NAME: ESHA MODI

LICENSE NUMBER: 55210

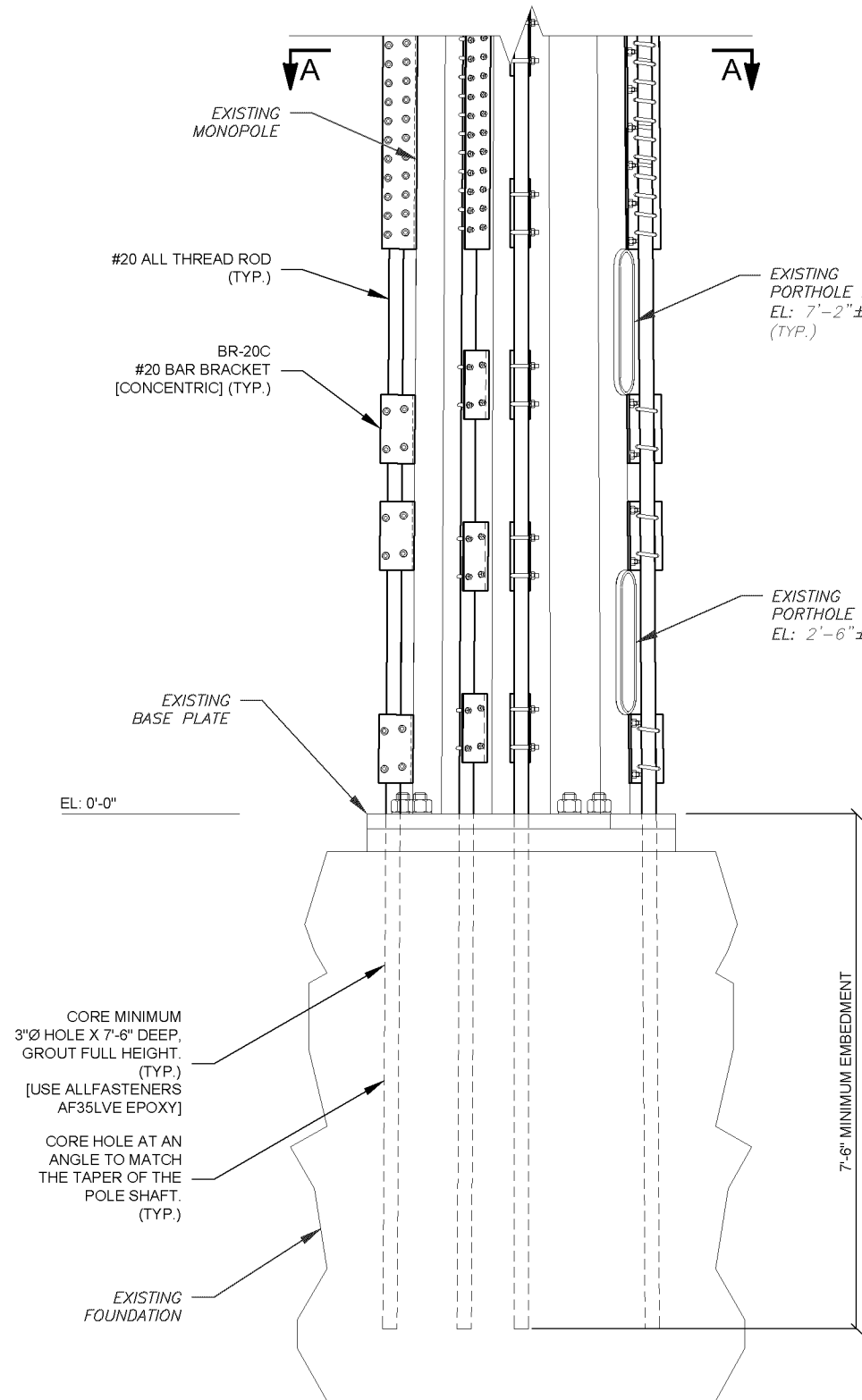
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Authorized by "EOR"
18 Apr 2022 10:19:55

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APPROVED BY:	IPD
DATE DRAWN:	04/06/22
ATC JOB NO:	13668518_C6_06

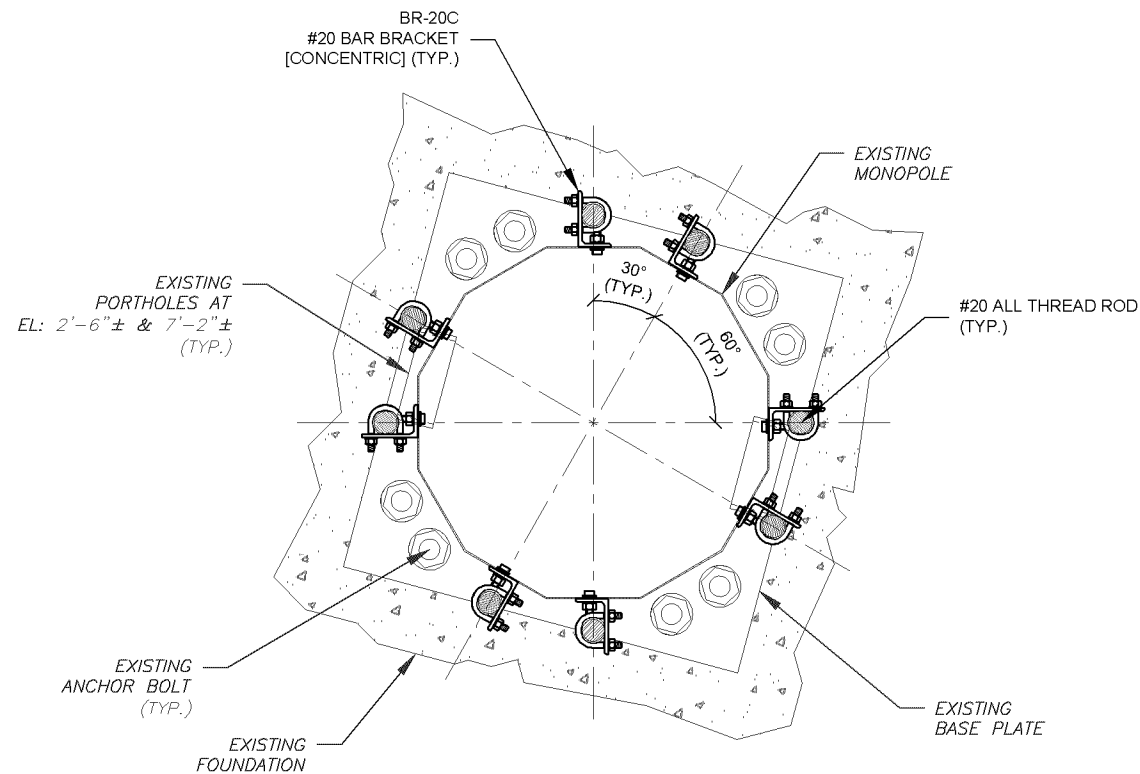
MODIFICATION PROFILE

SHEET NUMBER: S-201	REVISION: 0
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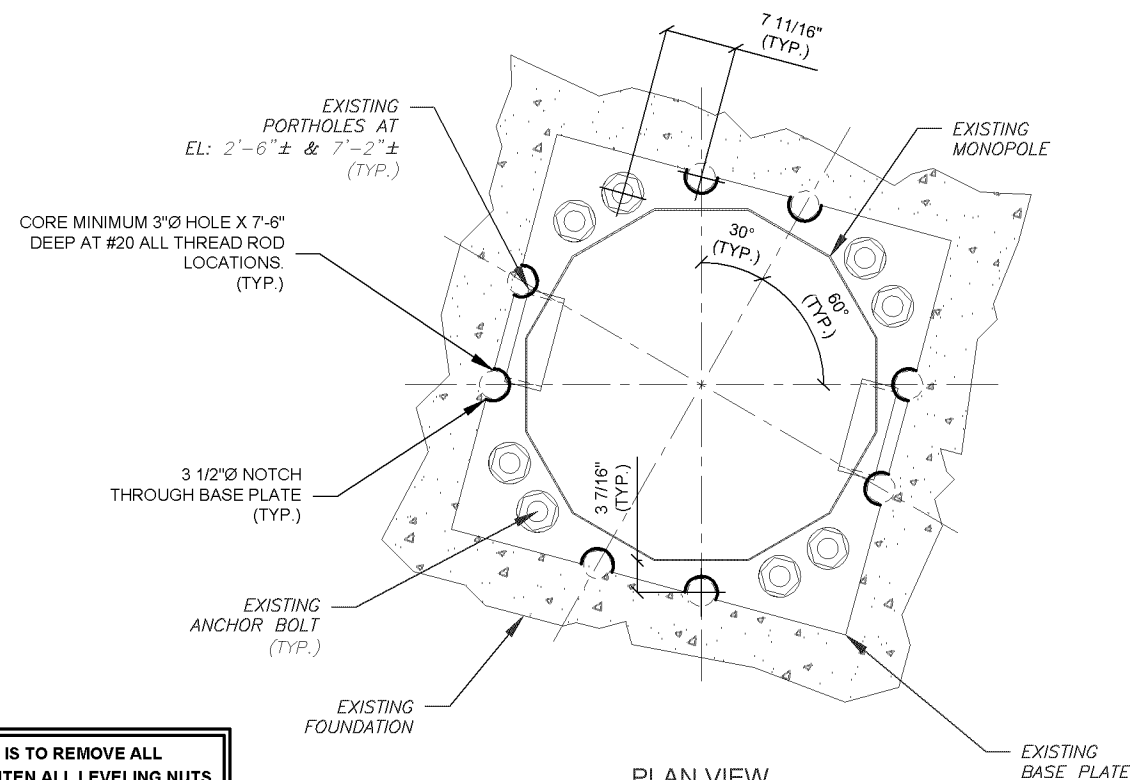


ELEVATION VIEW
FOUNDATION DETAIL

- NOTES:**
- UNLESS SPECIFIED OTHERWISE, CONTRACTOR IS TO REMOVE ALL GROUT BELOW BASE PLATE AND VERIFY / TIGHTEN ALL LEVELING NUTS.
 - CONTRACTOR TO CONTACT ENGINEER OF RECORD IF EXISTING REBAR IS ENCOUNTERED DURING CORING.



PLAN VIEW
SECTION "A-A"



PLAN VIEW
HOLE DRILL DETAIL

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0	FIRST ISSUE	CGM	04/06/22

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81418

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**SHOREWOOD MN
MINNESOTA**

SITE ADDRESS:
24283 SMITHTOWN RD.
EXCELSIOR, MN 55331

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SIGNATURE: *Esha Modi*

NAME: ESHA MODI

LICENSE NUMBER: 55210

DATE:

Authorized by "EOR"
18 Apr 2022 10:19:55

DRAWN BY:	CGM
APPROVED BY:	IPD
DATE DRAWN:	04/06/22
ATC JOB NO:	13668518_C6_06

FOUNDATION INSTALLATION DETAILS	
SHEET NUMBER: S-501	REVISION: 0

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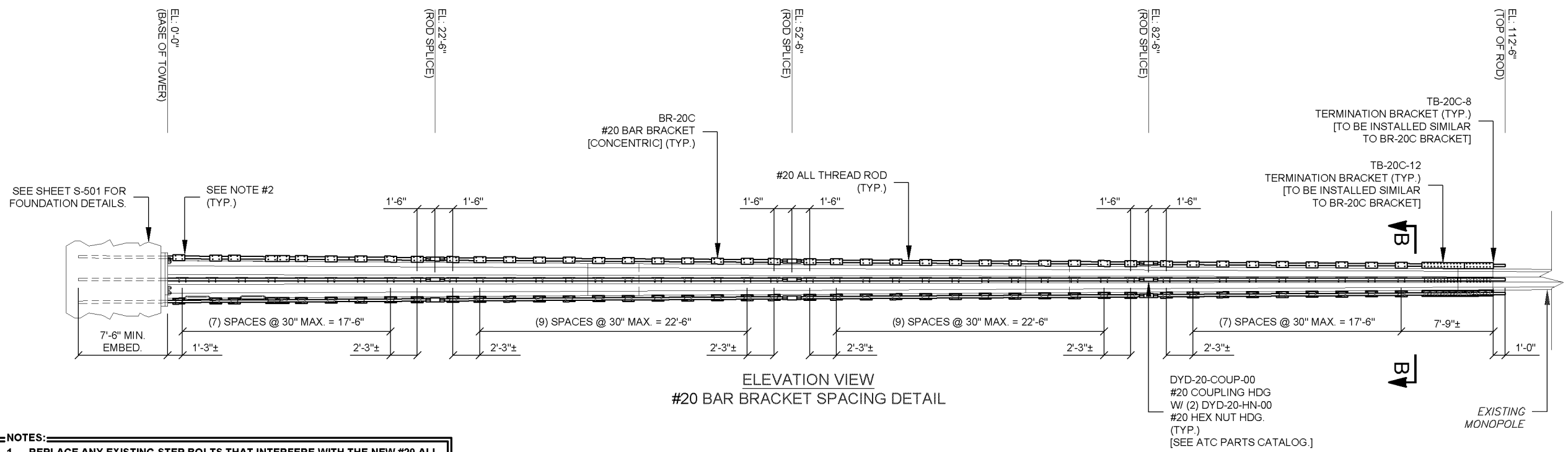
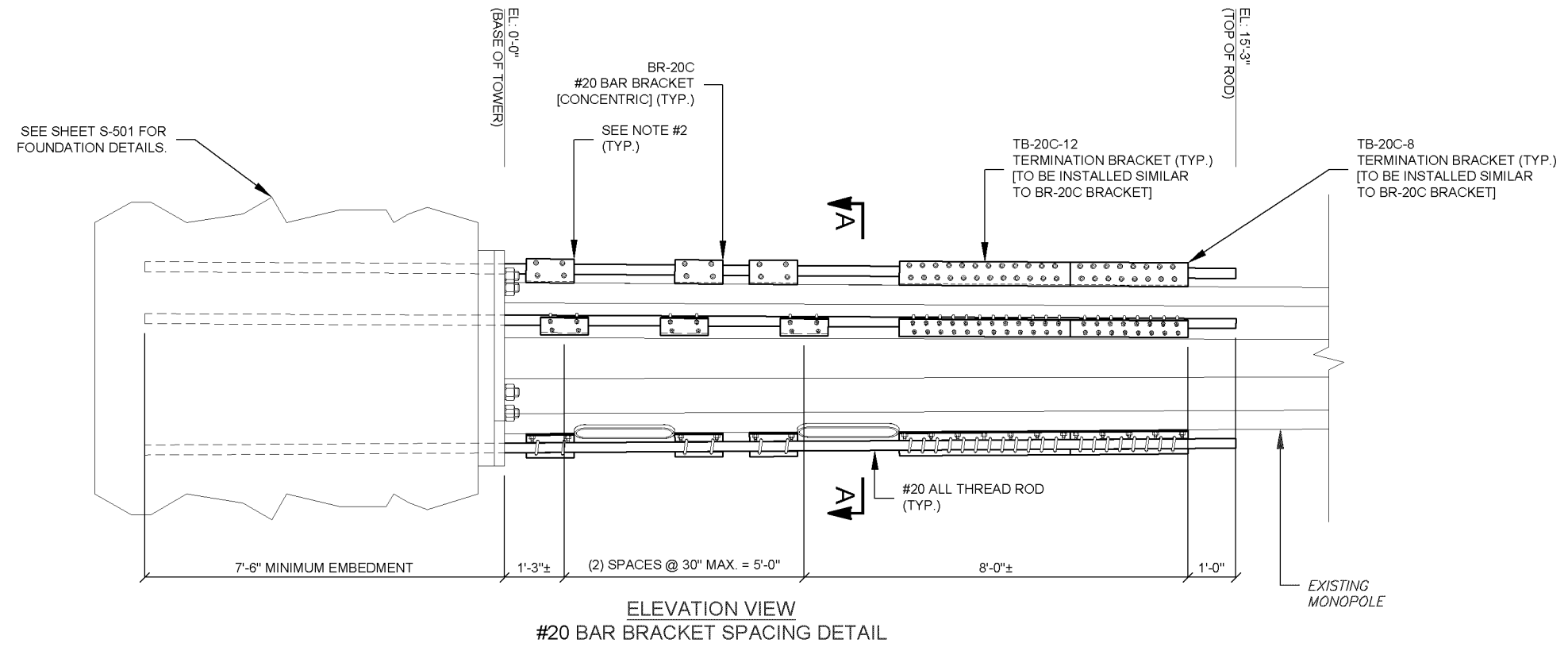
SIGNATURE: *Esha K. Modi*
NAME: ESHA MODI
LICENSE NUMBER: 55210
DATE:

Authorized by "EOR"
18 Apr 2022 10:19:55 cosign

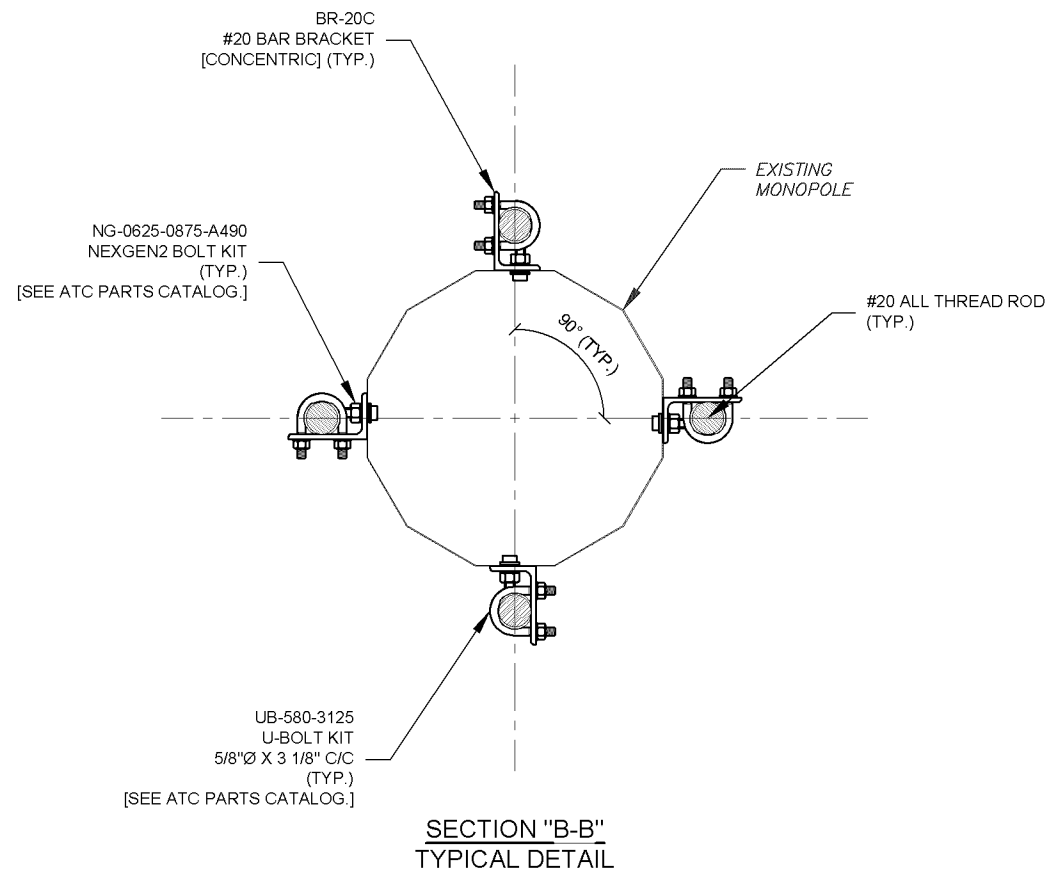
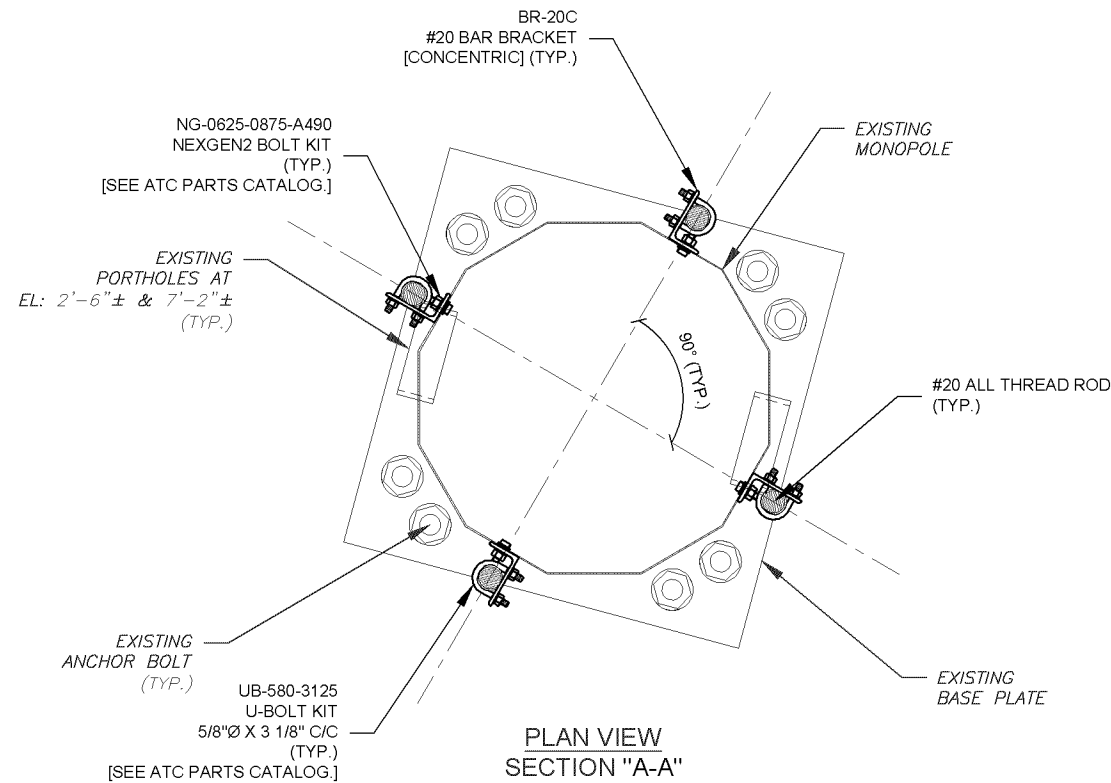
DRAWN BY:	CGM
APPROVED BY:	IPD
DATE DRAWN:	04/06/22
ATC JOB NO:	13668518_C6_06

REINFORCEMENT
INSTALLATION DETAILS

SHEET NUMBER:	REVISION:
S-502	0



- NOTES:
- REPLACE ANY EXISTING STEP BOLTS THAT INTERFERE WITH THE NEW #20 ALL THREAD ROD REINFORCEMENTS. THE NEW STEP BOLTS SHALL BE ATTACHED TO THE #20 ALL THREAD RODS IN THE SAME APPROXIMATE LOCATION. SEE SHEET S-505 FOR INSTALLATION DETAILS.
 - PLACE A BRACKET (BR-20C) DIRECTLY ABOVE AND BELOW ANY EXISTING PORTHOLE AS REQUIRED.
 - SEE SHEET S-503 FOR SECTIONS "A-A" & "B-B".
 - SEE SHEET S-504 FOR #20 ALL THREAD ROD BRACKET INSTALLATION DETAILS.
 - NG-0938-1438-A490 NEXGEN2 BOLT KITS ARE SUPPLIED AS REQUIRED FOR BAR BRACKET CONNECTIONS THAT FALL WITHIN SLIP JOINT LOCATIONS.





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SUITE 100
CARY, NC 27518
PHONE: (919) 468-0112

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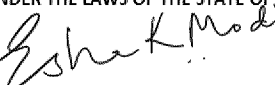
REV.	DESCRIPTION	BY	DATE
0	FIRST ISSUE	CGM	04/06/22

ATC SITE NUMBER:
81418

ATC SITE NAME:
SHOREWOOD MN
MINNESOTA

SITE ADDRESS:
24283 SMITHTOWN RD.
EXCELSIOR, MN 55331

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SIGNATURE: 

NAME: ESHA MODI

LICENSE NUMBER: 55210

DATE:

Authorized by "EOR"
18 Apr 2022 10:19:55

DRAWN BY:	CGM
APPROVED BY:	IPD
DATE DRAWN:	04/06/22
ATC JOB NO:	13668518_C6_06

REINFORCEMENT INSTALLATION DETAILS (CONT'D)	
SHEET NUMBER: S-503	REVISION: 0

**RESOLUTION 22-121
CITY OF SHOREWOOD
COUNTY OF HENNEPIN
STATE OF MINNESOTA**

**A RESOLUTION APPROVING A CONDITIONAL USE PERMIT
FOR AN ANTENNA COLLOCATION ON AN EXISTING MONOPOLE AND
RELATED EQUIPMENT AT 24283 SMITHTOWN ROAD**

WHEREAS, SMJ International, LLC., on behalf of AT&T, has applied to add nine telecommunication antennas and other equipment in a triangular array on the existing monopole and add related ground equipment on the property legally described as:

Lot 27, Auditor's Subdivision No. One Hundred Thirty-three (133), Hennepin County, Minnesota, described as beginning at the southeast corner of Block 1, Senn Addition; thence along the easterly extension of the southerly line of said Block 1 a distance of 85 feet; thence northerly parallel with the east line of said Block 1 to the northerly line of said Lot 27; thence westerly along said northerly line to the east line of said Block 1; thence southerly along said east line to the point of beginning.

Subject to a lease agreement dated January 15, 1982 and filed for record December 21, 1982 as County Recorder Document No 4760996 in favor of Chicago Title Insurance Company, amended by lease amendment dated January 15, 1982 and filed for record November 8, 1983 as County Recorder Document No. 4843529; with assignment and assumption of the vendee's interest in said lease in favor of Minneapolis SMSA Limited Partnership, a Delaware Limited Partnership, dated September 28, 1984 and filed for record April 16, 1985 as County Recorder Document No. 4985882; (the "Property") and

WHEREAS, the applicant proposes to collocate their equipment on and near the existing monopole tower; and

WHEREAS, after required notice a public hearing was held and the application reviewed by the Planning Commission at a regular meeting held on November 15, 2022, the minutes of the meeting are on file at City Hall; and

WHEREAS, the City Council considered the application at its regular meeting on November 28, 2022, at which time the Planning Director's memorandum and the Planning Commission's recommendations were reviewed and comments were heard by the City Council from the Applicant, the public and City staff; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD, MINNESOTA FINDS AS FOLLOWS:

FINDINGS OF FACT

1. The subject property is located in a C -1 General Commercial district, which allows antenna collocations subject to the approval of a conditional use permit.
2. The applicant's proposal is identified on plans and materials submitted to the City on September 29, 2022 and October 5 and 18, 2022 (the "Plans").

CONCLUSIONS

1. The Applicant's plans have satisfied the criteria of a conditional use permit to collocate antennas under the Shorewood City Code.
2. The Applicant's plans indicate the collocation would be compatible with the neighborhood and would not tend to depreciate the area.
3. The application would not overburden the city's service capacity and existing public services and streets.
4. Based upon the foregoing, the City Council hereby grants to the Applicant a conditional use permit to collocate additional antennas, radio receiving units and related equipment on the tower and on a new equipment platform within the existing fenced area as shown on the Plans, subject to the following:
 - a. The applicant may not proceed with improvements prior to issuance of required permits.
 - b. Prior to issuance of permits, the applicant shall revise the plans consistent with city code and as follows:
 - 1) Provide a third-party special inspector and either structural drawings stamped by an engineer or a structural report showing that the tower can support the additional antennas and equipment.
 - 2) The antennas, structural reinforcements, and all equipment installed on the tower shall be painted or factory coated to match the existing monopole.
 - 3) The fixture details for the lights proposed on the ground equipment shall be provided and must indicate full cut-off fixtures that are motion activated.
 - 4) The ground equipment, other appurtenances and the ice bridge shall be factory coated or painted to match the accessory building.
 - 5) Add a minimum of three, six-foot conifers to help screen the additional equipment from the park property to the south and note that dead trees shall be removed.
 - c. The applicant shall not install any of the antennas or related equipment on the tower during osprey nesting season or otherwise disturb the nest.
 - d. The applicant shall provide 24-hour emergency contact information and the information shall be kept current and updated as necessary.
 - e. The applicant shall operate the generator in conformance with section 1201.03 Subd. 2 m of City Code.
 - f. The applicant shall not install any lights on the tower (unless required by the FAA) and only motion-activated, full cut-off lights shall be installed on the ground equipment.
 - g. All disturbance of the site shall be restored to preconstruction condition by the end of the growing season.
5. The City Clerk is hereby authorized and directed to record a certified copy of this resolution with Hennepin County.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD, MINNESOTA
this 28th day of November, 2022.

Jennifer Labadie, Mayor

ATTEST:

Sandie Thone, City Clerk



City of Shorewood Council Meeting Item

#5C

MEETING TYPE
Regular Meeting

Title / Subject: Comprehensive Plan Amendment and Zoning Amendment for a concurrent detachment/annexation of a parcel from the City of Chanhassen to the City of Shorewood

Location: 34 117 23 44 0052 (North portion of 6200 Cardinal Drive)

Applicant: Carl Zinn

Meeting Date: November 28, 2022

Prepared by: Marie Darling, Planning Director

Review Deadline: January 27, 2023

Attachments: Planning Memorandum from the November 15, 2022 Meeting
Utility Agreement with Chanhassen
Resolution for Concurrent Detachment Attachment
Resolution for Comprehensive Plan Amendment
Ordinance for Zoning Map Amendment
Resolution for Utility Agreement

Background: See attached planning memorandum for detailed background on this request.

Required for this application are:

- the approval of the comprehensive plan amendment for concurrent detachment/annexation and application of low-density residential land use to the newly annexed property
- the approval of a zoning map amendment to apply the R-1C zoning district to the newly annexed property
- a sewer agreement between the applicant, the City of Chanhassen and the City of Shorewood. It would apply to the property being annexed and the property to the north that is already within Shorewood and would be consolidated with the property being annexed prior to issuance of a permit.

The Chanhassen City Council is reviewing the resolution for the concurrent detachment/annexation and the utility agreement at their meeting on November 28, 2022.

Planning Commission Public Hearing and Public Testimony:

At the November 15, 2022 meeting, the Planning Commission voted unanimously to recommend approval of the detachment/annexation, comprehensive plan amendment and zoning map amendment. The commission does not hear requests for utility agreements. The applicant was present at the meeting and spoke in favor of the request. No one from the public requested to speak.

Mission Statement: *The City of Shorewood is committed to providing residents quality public services, a healthy environment, a variety of attractive amenities, a sustainable tax base, and sound financial management through effective, efficient, and visionary leadership.*

Financial or Budget Considerations: The impact to the budget is minimal as the taxes collected would be for one additional buildable lot. The cost of the application is covered by the application fees.

Recommendation / Action Requested: Staff and the Planning Commission recommend approval of the request.

Proposed motion: Move to adopt the attached resolutions and ordinance to approve a Comprehensive Plan Amendment for concurrent detachment of a .4 acre parcel from Chanhassen and annexation into Shorewood, the application of the low density residential land use, the application of the R-1C zoning district and the utility agreement to serve the property with utilities provided by the City of Chanhassen.

Any action on this request would require a majority of the full City Council.

Next Steps and Timelines: If the item is approved, the City staff will send the request to the Metropolitan Council and the state Office of Administrative Hearings.



CITY OF
SHOREWOOD

5755 COUNTRY CLUB ROAD, SHOREWOOD, MINNESOTA 55331-8927 • 952.960.7900
www.ci.shorewood.mn.us • cityhall@ci.shorewood.mn.us

MEMORANDUM

TO: Planning Commission, Mayor and City Council

FROM: Marie Darling, Planning Director

MEETING DATE: November 15, 2022

REQUEST: **Comprehensive Plan Amendment and Zoning Map Amendment** to detach a parcel from the City of Chanhassen and allow concurrent annexation of the parcel into the City of Shorewood

APPLICANT: Carl Zinn

LOCATION: 34-117-23-44-0052 (Shares address with property to the south, 6200 Cardinal Avenue)

LAND USE CLASSIFICATION: Proposed for Low Density Residential (1-2 units/acre)

ZONING: Proposed for R-1C

REQUEST

The applicant is requesting a Comprehensive Plan Amendment and a Zoning Map Amendment to allow the detachment of a .43 acre (18,715 square feet) from the City of Chanhassen and the annexation of the parcel into the City of Shorewood, the two requests above are required for this application. The parcel is owned by the same property owner as the parcel to the south and north. The home that previously straddled the lot line between the subject property and the property to the south has been removed.



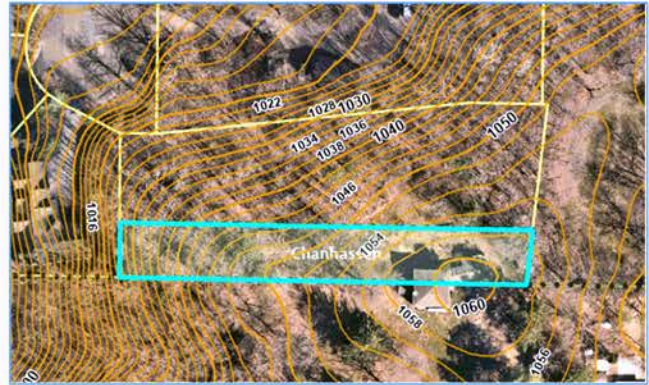
As the receiving city, Shorewood's Comprehensive Plan and the zoning map must be amended to reflect the additional parcel.

Notice of this application and the public hearing was published in the City's official newspaper and mailed to all property owners within 750 feet of the property at least 10 days prior to the meeting.

Notice of the application was sent to the other governmental agencies including adjacent cities, the school district, county, watersheds, MnDOT, DNR and the Metropolitan Council. Comments received from those agencies by the time the packet was produced are attached.

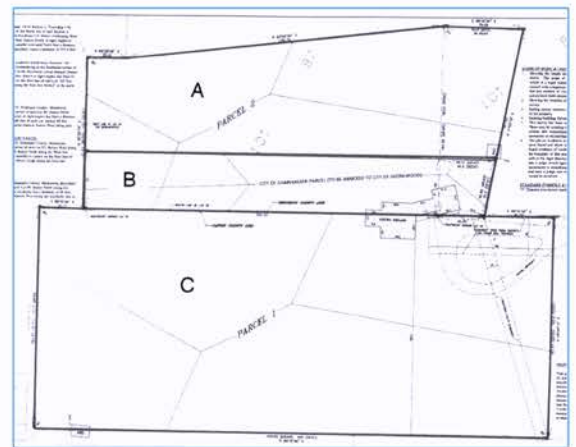
BACKGROUND

Context: The lot was originally part of two lots in Auditor's Subdivision 135 recorded in 1924. It has over 30 feet of topographic change with the highest spot on the east side of the property. The property has significant trees and any new home construction is subject to the tree preservation policy. The property is too narrow to provide a buildable area on its own.



ANALYSIS

The property owners own three parcels. The three parcels are on both sides of the County boundaries as shown on the map to the right. If the concurrent annexation/detachment is approved the City and County boundaries would align.



Under the plan, the applicant proposes to consolidate the two Hennepin County parcels (A and B) to create a buildable lot for one home within the City of Shorewood. Parcel C would remain in Chanhassen and would be sold as a separate building site.

Map Amendments

As this parcel is not in Shorewood, both the land use map (and a few accompanying tables) and the zoning map would need to be amended to include the parcel. Staff recommend the same land use (Low Density Residential) and zoning district (the R-1C) as is applied to the neighboring parcels.

Finance

With this proposal for detachment and annexation, neither city staff has concerns over

Property	Current City	Current County	Proposed City
Parcel A	Shorewood	Hennepin County	No Change
Parcel B	Chanhassen	Hennepin County	Shorewood
Parcel C	Chanhassen	Carver County	No Change

tax implications of the boundary adjustment as the adjustment has some benefits for both cities. Combining parcels A and B would create a buildable lot for a home within Shorewood. Since parcel B is too narrow to develop on its own, Chanhassen would not lose a building site. Shorewood would gain a larger buildable lot for a new home that has more practical access (see below for more info on access), and Chanhassen would gain an additional utility customer (see more info below on utilities).

Access

The parcel to be annexed into Shorewood (Parcel B) has no public access. Prior to the issuance of any building permits, the parcel must be combined with Parcel A. Parcel A has legal access to Murray Court. However, the access is not practical for construction of a driveway due to the grades and presence of a tiered retaining wall constructed near the



View from Murray Ct toward property

cul-de-sac. (See photo) Access to the home site would be more practically provided from the south, where several properties share a driveway connected to Cardinal Avenue. Prior to issuance of any building permits, the applicant is required to submit a copy of an access easement showing that the property has access to the private, shared drive to the south through Chanhassen. The applicant is currently completing the documents.

Utilities

Shorewood does not have municipal water in proximity to these lots. Parcel A has legal access to sewer in Murray Court. Like the access issue, constructing a connection to the sewer in Murray Court would be complicated by the tiered retaining wall. Public works staff was consulted. They recommend connecting any future home to utilities available in Chanhassen which are more practically accessible. The applicant would be required to submit executed easements showing proof of access to utilities from the Chanhassen side of the boundary. Staff will provide a joint powers agreement to the City Council prior to construction of a home on the Shorewood property.

FINDINGS/RECOMMENDATION

Staff recommends approval of the following:

1. Comprehensive plan amendment and zoning map amendment to allow the concurrent detachment/annexation of property 3511723420052 (north portion of 6200 Cardinal Avenue) into Shorewood; and,
2. The application of the low-density residential land use classification and the R-1C zoning district to the property.

ATTACHMENTS

Location Map

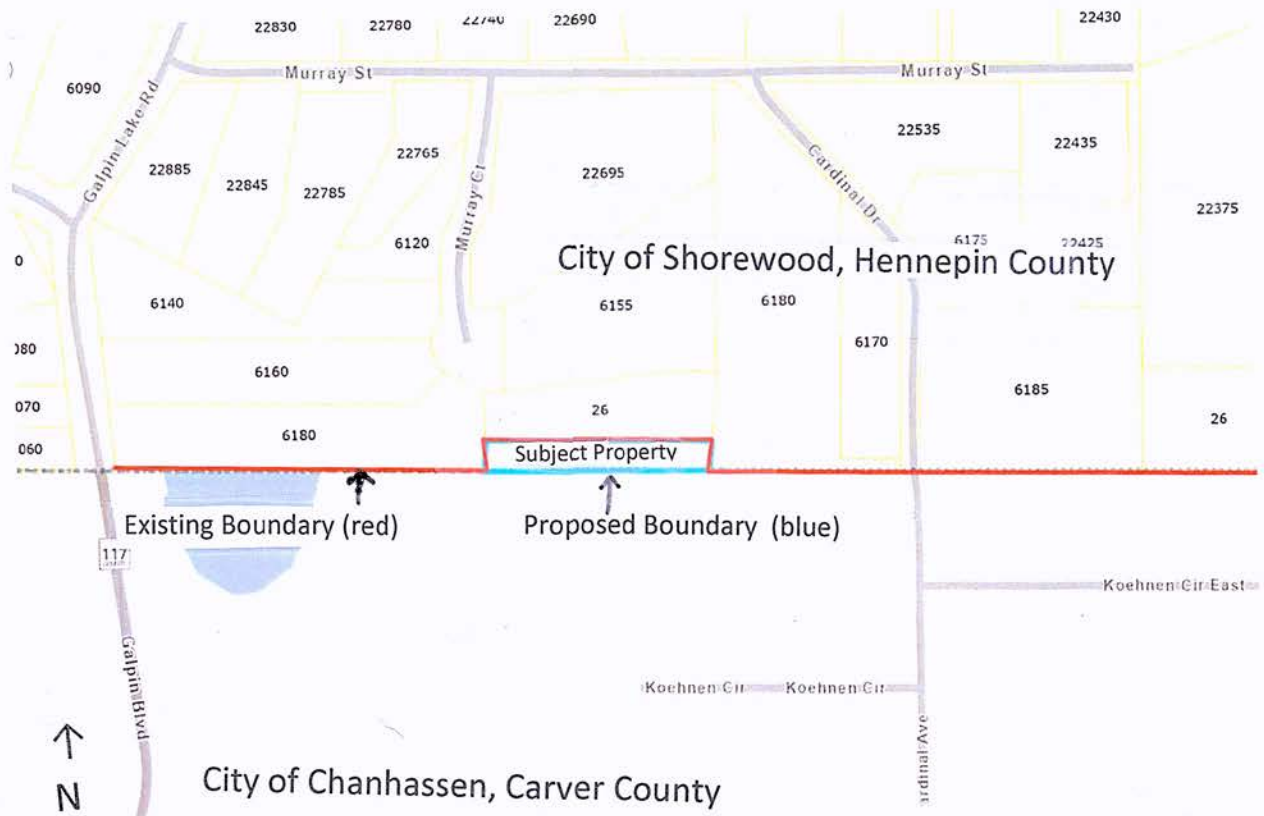
Applicant's Narrative and Plan

Proposed Changes to the Land Use Map and Zoning Map

Exhibits – Existing and Proposed Boundaries

Comments from Other Jurisdictions

Location Map
North portion of 6200 Cardinal Avenue
34-117-23-44-0052



A request for an amendment to the City of Shorewood Comprehensive Plan, a rezoning, and the consolidation of the two Shorewood lots into one property.

BACKGROUND

In 1993 the City of Shorewood agreed to an annexation by the City of Chanhassen of the south 50 feet of a parcel owned by Gerald and Carol Lynn Cox. The objective was to add a Hennepin County house to the City of Chanhassen to allow Chanhassen to qualify for CDBG Funds. The Cox family home lies on the Hennepin-Carver County line and prior to the annexation was half in Shorewood and half in Chanhassen.

OBJECTIVES

The Cox family would now like to reverse this annexation and combine the two (2) Shorewood parcels into the original one (1) Shorewood lot. The Cox family will demolish their existing home, which straddles the Hennepin-Carver County line.

GENERAL INFORMATION

The property to be added to the City of Shorewood is PID 34-117-23-44-0052. The PID of the Shorewood property to be combined with the added property is 34-117-23-44-0050. The street address of the combined Shorewood lot could be Murray Court or Cardinal depending on which access is used.

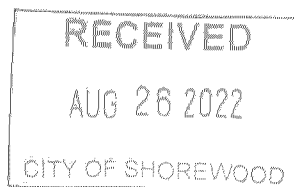
Both properties are owned by the Cox Family Trust. Gerald Loren Cox and Carol Lynn Cox are Trustees. Gerald and Carol "Lynn" have moved to 7994 Autumn Ridge Way, Chanhassen, MN.

The Cox family is aware that a building permit for the newly combined lot will require the demolition of the home located across the county line.

The Cox Family is being assisted by their Realtors, Carl Zinn and Hans Zinn, 5820 Ridge Road, Shorewood, MN.

ATTACHEMENTS

1. A survey and legal description of the property to be placed in the City of Shorewood.
2. A survey and a legal description of the property resulting from the combination of the two Shorewood lots.
3. A commitment for title insurance.
4. An estimate for the demolition of the existing house straddling the county line. The Cox family understands that a building permit for the new parcel will not be issued until the demolition is complete.
5. A Street Location map and description of the subject property with PID numbers.



LEGAL DESCRIPTIONS:

PARCEL 1 (CARVER CO.): That part of the Northeast 1/4 of Section 3, Township 116, Range 23 described as follows: Beginning at a point in the North line of said Section 3, distant 1356 feet West of the Northeast corner of said Northeast 1/4; thence continuing West of the North line of said Section 3, a distance of 450 feet; thence South, at right angles to said North line, a distance of 193.6 feet; thence East parallel with said North line a distance of 450 feet; thence North at right angles to the last described course a distance of 193.6 feet to the point of beginning, Carver County.

PARCEL 2 (HENNEPIN CO.): That part of Lot 87, Auditor's Subdivision Number 135, Hennepin County, Minnesota, described as follows: Commencing at the Southeast corner of said Lot 87; thence West along the South line thereof to the Southwest corner thereof, thence North along the West line thereof, a distance of 132 feet; thence at right angles due East 33 feet; thence in a straight line Northeastly to a point on the East line of said Lot, 165 feet North of the Southeast corner thereof; thence South along the East line thereof, to the point of beginning.

AND

That part of Lot 89, Auditor's Subdivision Number 135, Hennepin County, Minnesota, described as follows: Commencing at the Southwest corner of said Lot 89; thence North along the West line thereof, a distance of 165 feet; thence at right angles due East a distance of 70 feet; thence Southwesterly to a point on the South line of said Lot, distant 40 feet Easterly, along said South line from the Southwest corner thereof; thence West along said South line to the point of beginning.

CITY OF CHANHASSEN TO CITY OF SHOREWOOD PARCEL

That part of Lot 87, Auditor's Subdivision Number 135, Hennepin County, Minnesota, described as follows: Commencing at the Southeast corner of said Lot 87; thence West along the South line thereof to the Southwest corner thereof; thence North along the West line thereof, a distance of 50 feet; thence in a straight line easterly to a point on the East line of said Lot 50 feet North of the Southeast corner thereof; thence South along the East line thereof, to the point of beginning.

AND

That part of Lot 89, Auditor's Subdivision No. 135, Hennepin County, Minnesota, described as follows: Commencing at the Southwest corner of said Lot 89; thence North along the West line 50 feet; thence easterly and parallel with the southerly line a distance of 49 feet; thence South 79° 41' 43" West, a distance of 51 feet; thence West along the southerly line of said Lot a distance of 40 feet to the point of beginning.

SCOPE OF WORK & LIMITATIONS:

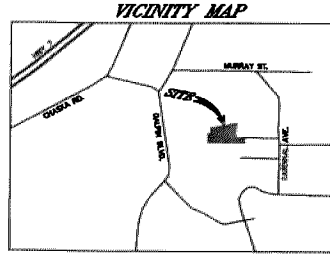
1. Showing the length and direction of boundary lines of the legal description listed above. The scope of our services does not include determining what you own, which is a legal matter. Please check the legal description with your records or consult with competent legal counsel, if necessary, to make sure that it is correct and that any matters of record, such as easements, that you wish to be included on the survey have been shown.
2. Showing the location of observed existing improvements we deem necessary for the survey.
3. Setting survey markers or verifying existing survey markers to establish the corners of the property.
4. Existing building dimensions and setbacks measured to outside of siding or sheetrock.
5. This survey has been completed without the benefit of a current title commitment. Therefore, this survey does not purport to show any easements or encumbrances other than the ones shown herein.
6. The plat of Auditor's Subdivision No. 135 is old and vague, the iron monuments we have found and show on this survey are not in complete agreement. We have also found evidence of multiple irons at many of the lot corners. While we have shown the boundary of this property as best we can using prior surveys, found evidence and calls in the legal description, but there is conflicting information and we can't be sure that a judge would agree with our reasoning if the survey were challenged. If this uncertainty is something that you would like to remove, it is possible to go to court and have a judge rule on the matter, but like all legal proceedings, time and money would be involved.

STANDARD SYMBOLS & CONVENTIONS:

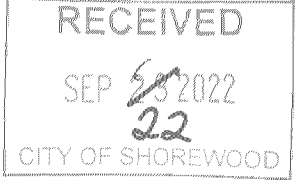
* Denotes iron survey marker, found, unless otherwise noted.

PROPOSED UTILITY EASEMENT LEGAL DESCRIPTION:

That part of the Northeast 1/4 of Section 3, Township 116, Range 23 lying 10 feet Southwesterly and parallel to the following described line: Commencing at a point in the North line of said Section 3, distant 1356 feet West of the Northeast corner of said Northeast 1/4; thence South, at right angles to said North line, a distance of 193.6 feet, to the point of beginning of said line; thence Northwesterly, to a point on said North line, distance 40 feet East of the Southeast corner of Lot 87, Auditor's Subdivision Number 135, Hennepin County, Minnesota, and said line there terminating. Side lines of easement to be extended or shortened to terminate on the North and South lines of the subject property.

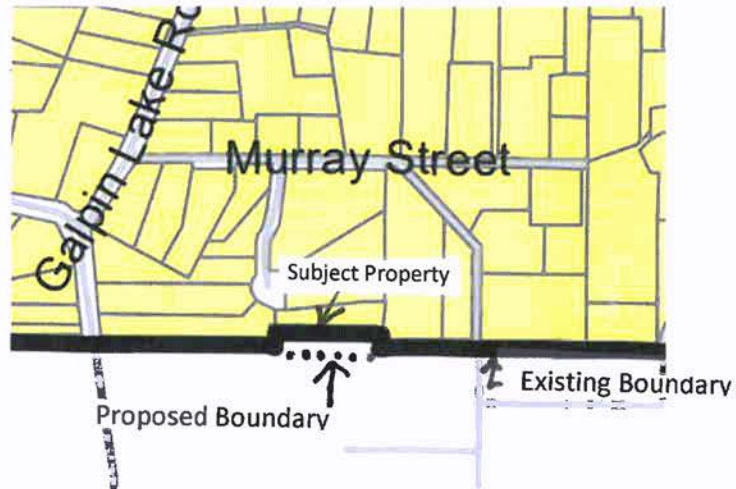


DATE	REVISION DESCRIPTION	DRAWING ORIENTATION & SCALE	CLIENT/JOB ADDRESS	Advace Surveying & Engineering, Co. 17917 Highway No. 7 Minnetonka, Minnesota 55345 Phone (952) 474-7984 Web: www.advace.com	I HEREBY CERTIFY THAT THIS PLAN, SURVEY OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA. Wayne W. Pringle #43503 LICENSE NO. SEPTEMBER 21, 2022 DATE	SURVEYED DATE: SEPTEMBER 15, 2022 DRAFTED DATE: SEPTEMBER 21, 2022	SHEET TITLE PARCEL SURVEY SHEET SIZE: 22 X 34 DRAWING NUMBER 221825 WP	SHEET NO. S1
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Proposed Land Use Map Change

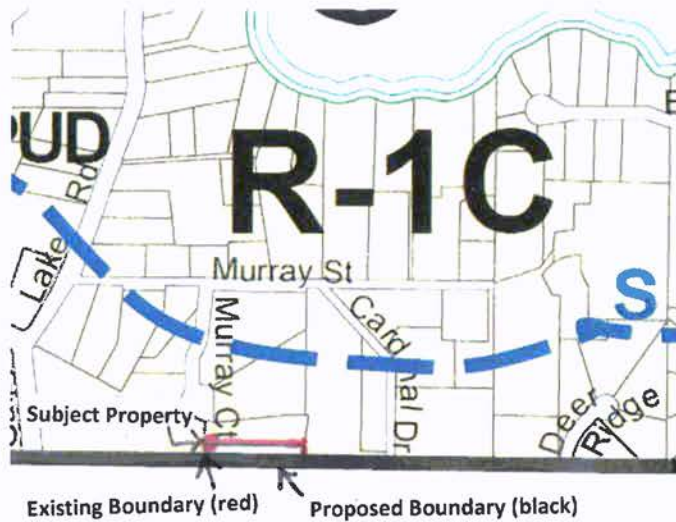
Existing Land Use Map:



Subject property is proposed to be guided Low Density Residential, same as the adjacent properties.

 **Low Density Residential**

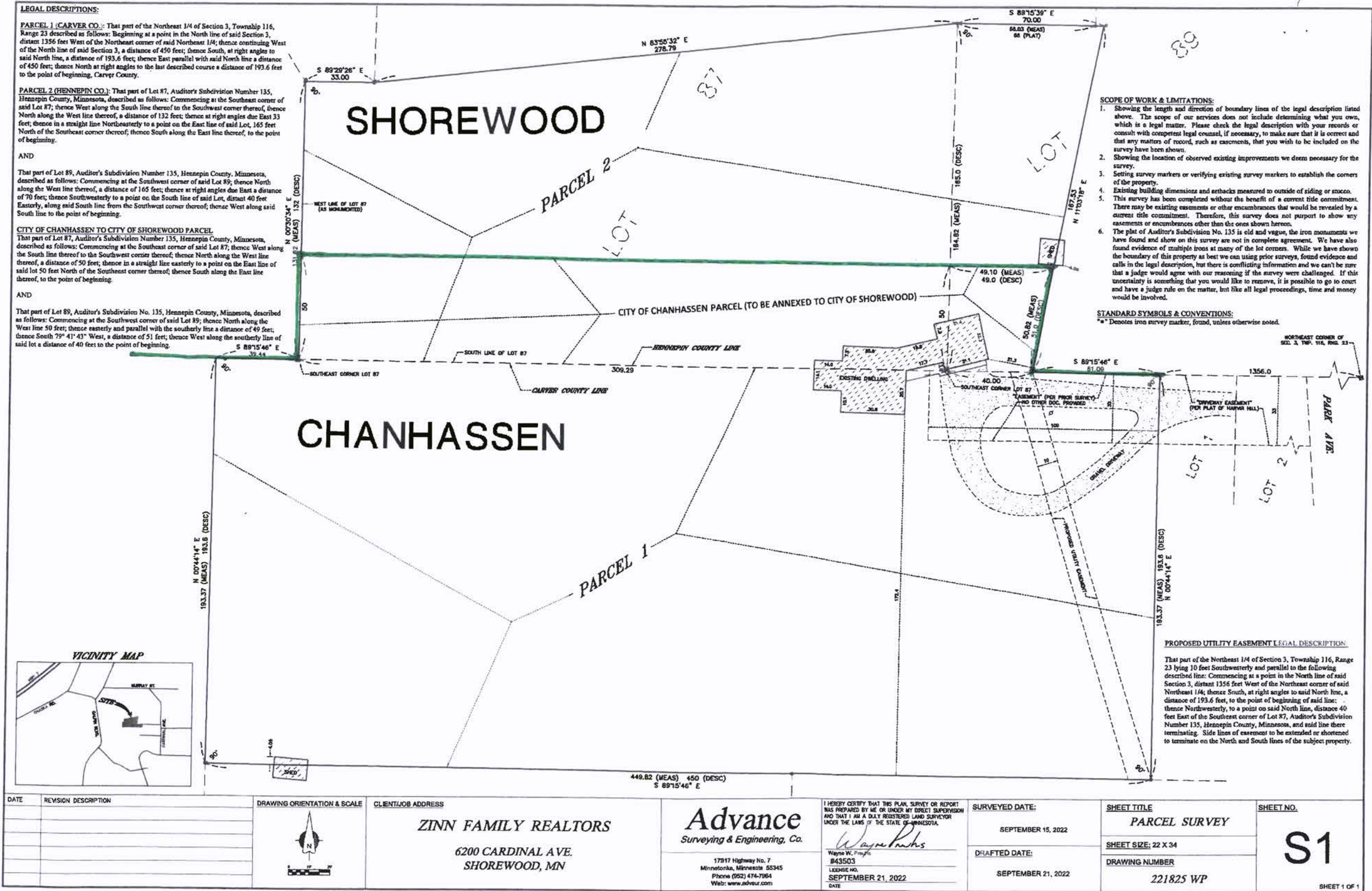
Proposed Zoning Map Amendment Change:



Subject property is proposed to be zoned R-1C, same as the adjacent properties

☐ R-1C *Single-Family (20,000 sq. ft.)*

EXISTING BOUNDARY



RECEIVED
SEP 25 2022
22
CITY OF SHOREWOOD

PROPOSED BOUNDARY

LEGAL DESCRIPTIONS:

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- Showing the location of observed existing improvements we deem necessary for the survey.
- Setting survey markers or verifying existing survey markers to establish the corners of the property.
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- This survey has been completed without the benefit of a current title commitment. There may be existing easements or other encumbrances that would be revealed by a current title commitment. Therefore, this survey does not purport to show any easements or encumbrances other than the ones shown hereon.
- The plat of Auditor's Subdivision No. 135 is old and vague, the iron monuments we have found and shown on this survey are not in complete agreement. We have also found evidence of multiple irons at many of the lot corners. While we have shown the boundary of this property as best we can using prior surveys, found evidence and calls in the legal description, but there is conflicting information and we can't be sure that a judge would agree with our reasoning if the survey were challenged. If this uncertainty is something that you would like to remove, it is possible to go to court and have a judge rule on the matter, but like all legal proceedings, time and money would be involved.

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VICINITY MAP

SHOREWOOD

CHANHASSEN

PARCEL 1

PARCEL 2

LOT 87

LOT 89

LOT 91

LOT 93

LOT 95

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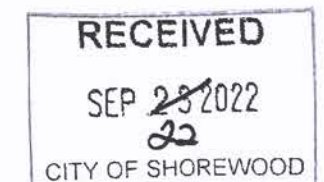
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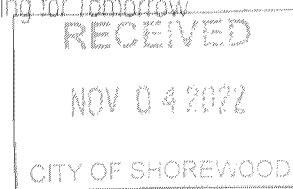




CITY OF CHANHASSEN

Chanhassen is a Community for Life - Providing for Today and Planning for Tomorrow

November 1, 2022



City of Shorewood
5755 Country Club Road
Shorewood, MN 55331

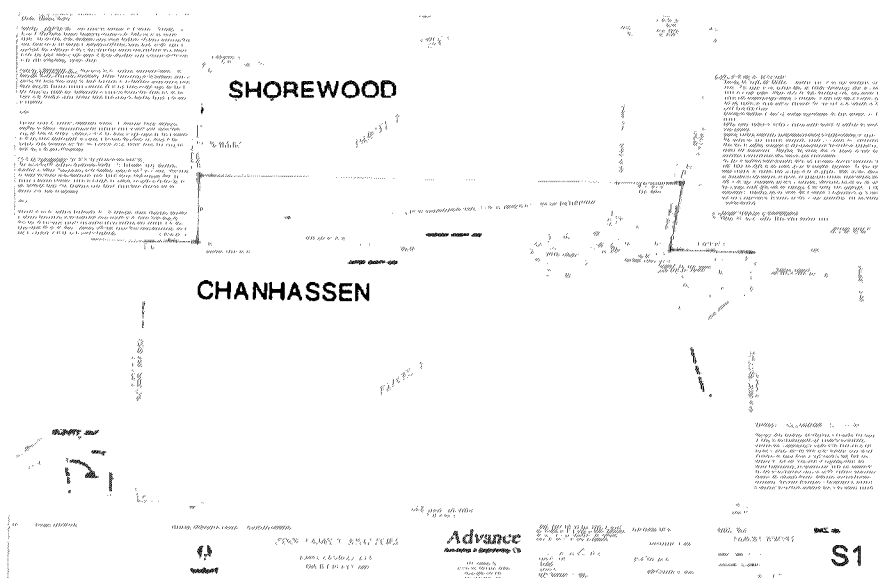
Re: Shorewood Comprehensive Plan Amendment for Concurrent Detachment Annexation

Dear City of Shorewood:

- The parcel in question is shown on the attached location map and is addressed as 6200 Cardinal Avenue (within the City of Chanhassen, but within Hennepin County).
- The Hennepin County PID is 3411723440052.
- The applicant is proposing to detach the parcel and annex it into the City of Shorewood. The subject parcel would then be combined with another parcel lying northerly of the subject property to create a buildable lot for one new home in the City of Shorewood.
- The property would be guided Low Density Residential (1-2 units/acre) and zoned R-1C, the same as the surrounding parcels.

Comments: Support for the Plan Amendment is contingent upon the City of Shorewood concurrent detachment annexation of said parcel.

EXISTING BOUNDARY

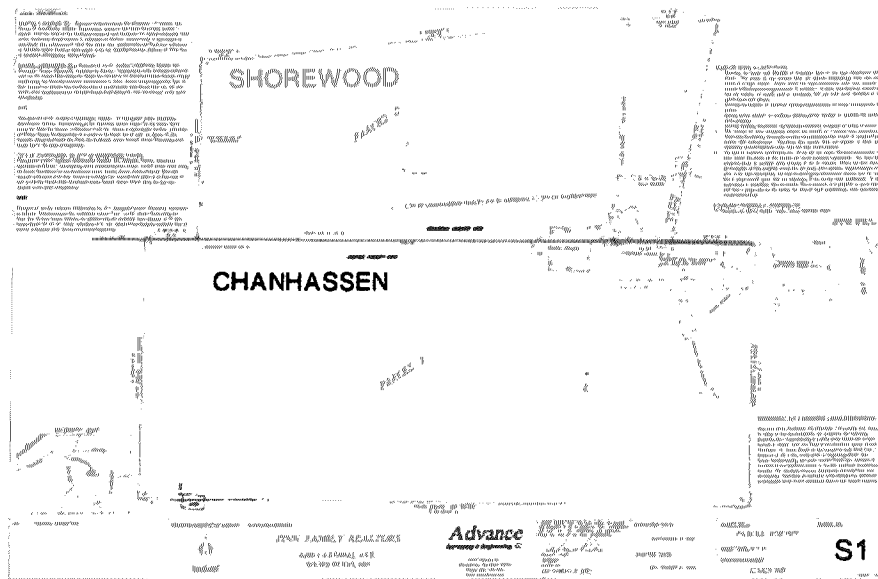


PH 952.227.1100 • www.ci.chanhassen.mn.us • FX 952.227.1110

7700 MARKET BOULEVARD • PO BOX 147 • CHANHASSEN • MINNESOTA 55317

1

PROPOSED BOUNDARY



Reviewer: Kate Aanenson, Community Development Director City of Chanhassen

Sincerely,

Kate Aanenson
Kate Aanenson
Community Development Director

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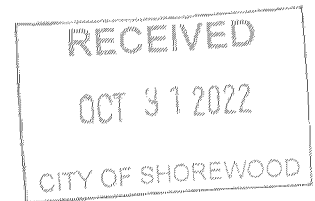


2415 WILSHIRE BOULEVARD • MOUND, MN 55364-1668
PH: 952-472-0600 • FAX: 952-472-0620 • WWW.CITYOFMOUND.COM

By Email

October 31, 2022

Ms. Marie Darling
Planning Director
City of Shorewood
5755 Country Club Road
Shorewood, MN 55331



This letter is in regard to the email and information received on October 28, 2022 from the City of Shorewood regarding a minor comprehensive plan amendment to facilitate a concurrent detachment/annexation with the City of Chanhassen.

Please be advised that the City of Mound has no comments regarding the proposed comprehensive plan amendment and therefore is waiving review of the 60-day comment period.

If you have any questions, please feel free to contact me directly at (952) 472-0604 or by email at sarahsmith@cityofmound.com. I will be happy to answer any questions you may have.

Sincerely,

Sarah Smith

Sarah Smith, Community Development Director

Cc: Eric Hoversten, City Manager

Marie Darling

From: Pat Smith <pat@cityofdeephaven.org>
Sent: Monday, October 31, 2022 12:09 PM
To: Marie Darling
Subject: RE: Comprehensive Plan Amendment for Concurrent Detachment Annexation

No comments 😊

Patrick Smith, AICP

Planning Director
Deephaven • Woodland

20225 Cottagewood Road
Deephaven, MN 55331
Direct: (952) 358-9938
pat@cityofdeephaven.org

From: Marie Darling <MDarling@ci.shorewood.mn.us>
Sent: Friday, October 28, 2022 2:54 PM
To: kaanenson@ci.chanhassen.mn.us; jwischnack@eminnetonka.com; jmullin@excelsiormn.org; administrator@greenwoodmn.com; Pat Smith <pat@cityofdeephaven.org>; Dana Young <danay@cityofdeephaven.org>; Dan Tolsma <dtolsma@cityoftonkabay.net>; sarahsmith@cityofmound.com; David Abel <dabel@ci.minnetrista.mn.us>; jbrewington@ci.victoria.mn.us; loakden@ci.orono.mn.us; tjeffery@rpbcwd.org; jwisker@minnehahacreek.org; Martha.vickery@state.mn.us; david.law@minnetonkaschools.org; kgrissman@threeriversparkdistrict.org; April.Crockett@state.mn.us; lrobjent@co.carver.mn.us; planning@co.carver.mn.us; Ashley Morello <Ashley.Morello@hennepin.us>; ao.admin@hennepin.us; fnielsen@ci.victoria.mn.us
Cc: Thamman, Freya <Freya.Thamman@metc.state.mn.us>; Generous, Bob <bgenerous@chanhassenmn.gov>; Jason Carlson <jcarlson@ci.shorewood.mn.us>; Zinn, Carl N <czinn@CBBURNET.COM>
Subject: Comprehensive Plan Amendment for Concurrent Detachment Annexation

CITY OF DEEPHAVEN SECURITY NOTICE:

This email originated from an external sender. Exercise caution before clicking on any links or attachments and consider whether you know the sender. For more information please contact IT Support.

The City has recently received an application for a comprehensive plan amendment to facilitate a concurrent detachment/annexation with the City of Chanhassen. You are receiving this notice in conformance with requirements for review by adjacent governmental units, affected special districts and affected school districts.

The parcel in question is shown on the attached location map and is addressed as 6200 Cardinal Avenue (within the City of Chanhassen, but within Hennepin County). The Hennepin County PID is 3411723440052. The applicant is proposing to detach the parcel and annex it into the City of Shorewood. The subject parcel would then be combined with another parcel lying northerly of the subject property to create a buildable lot for one new home in the City of Shorewood. For more information, see the attached narrative.

The property would be guided Low Density Residential (1-2 units/acre) and zoned R-1C, the same as the surrounding parcels.

Marie Darling

From: David Abel <dabel@ci.minnetrista.mn.us>
Sent: Tuesday, November 8, 2022 9:38 AM
To: Marie Darling
Subject: RE: Comprehensive Plan Amendment for Concurrent Detachment Annexation

Hello Marie,

The City of Minnetrista does not have any comments or questions regarding this request. We waive the 60-day review period.

Kinds Regards,

David Abel
Community Development Director
City of Minnetrista, 7701 County Road 110 West, Minnetrista, MN 55364
Direct Phone: (952) 241-2523



<https://www.cityofminnetrista.com/>

From: Marie Darling <MDarling@ci.shorewood.mn.us>
Sent: Friday, October 28, 2022 2:54 PM
To: kaanenson@ci.chanhassen.mn.us; jwischnack@eminnetonka.com; jmullin@excelsiormn.org; administrator@greenwoodmn.com; pat@cityofdeephaven.org; danay@cityofdeephaven.org; Dan Tolsma <dtolsma@cityoftonkabay.net>; sarahsmith@cityofmound.com; David Abel <dabel@ci.minnetrista.mn.us>; jbrewington@ci.victoria.mn.us; loakden@ci.orono.mn.us; tjeffery@rpbcwd.org; jwisker@minnehahacreek.org; Martha.vickery@state.mn.us; david.law@minnetonkaschools.org; kgrissman@threeriversparkdistrict.org; April.Crockett@state.mn.us; lrobjent@co.carver.mn.us; planning@co.carver.mn.us; Ashley Morello <Ashley.Morello@hennepin.us>; ao.admin@hennepin.us; fnielsen@ci.victoria.mn.us
Cc: Thamman, Freya <Freya.Thamman@metc.state.mn.us>; Generous, Bob <bgenerous@chanhassenmn.gov>; Jason Carlson <jcarlson@ci.shorewood.mn.us>; Zinn, Carl N <czinn@CBBURNET.COM>
Subject: Comprehensive Plan Amendment for Concurrent Detachment Annexation

The City has recently received an application for a comprehensive plan amendment to facilitate a concurrent detachment/annexation with the City of Chanhassen. You are receiving this notice in conformance with requirements for review by adjacent governmental units, affected special districts and affected school districts.

The parcel in question is shown on the attached location map and is addressed as 6200 Cardinal Avenue (within the City of Chanhassen, but within Hennepin County). The Hennepin County PID is 3411723440052. The applicant is proposing to detach the parcel and annex it into the City of Shorewood. The subject parcel would then be combined with another parcel lying northerly of the subject property to create a buildable lot for one new home in the City of Shorewood. For more information, see the attached narrative.

The property would be guided Low Density Residential (1-2 units/acre) and zoned R-1C, the same as the surrounding parcels.

Attached are two types of location maps (one showing the subject property within the City of Shorewood and a local area map); the applicant's narrative explaining the request; the applicant's property survey showing the change in the boundary; and proposed changes to the City of Shorewood's Land Use Map.

Please contact me at your earliest convenience with any comments or questions. If you have no comments or questions, you may also waive your required 60-day review period.

Marie Darling

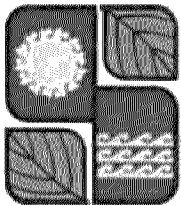
Planning Director

952-960-7912

mdarling@ci.shorewood.mn.us

City of Shorewood
5755 Country Club Road
Shorewood, MN 55331

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**CITY OF
SHOREWOOD**

www.ci.shorewood.mn.us

Marie Darling

From: Adriana Atcheson <aatcheson@co.carver.mn.us>
Sent: Monday, November 21, 2022 2:00 PM
To: Marie Darling
Subject: RE: Comprehensive Plan Amendment for Concurrent Detachment Annexation

Good Afternoon,

Carver County has no comments or questions regarding this amendment. Thank you for giving us the opportunity to comments.

Adriana Atcheson
Planner | Planning & Water Management | Carver County
612.875.6152 | aatcheson@co.carver.mn.us

From: Marie Darling <MDarling@ci.shorewood.mn.us>
Sent: Friday, October 28, 2022 2:54 PM
To: kaanenson@ci.chanhassen.mn.us; jwischnack@eminnetonka.com; jmullin@excelsiormn.org; administrator@greenwoodmn.com; pat@cityofdeephaven.org; danay@cityofdeephaven.org; Dan Tolsma <dtolsma@cityoftonkabay.net>; sarahsmith@cityofmound.com; David Abel <dabel@ci.minnetrista.mn.us>; ibrewington@ci.victoria.mn.us; loakden@ci.orono.mn.us; tjeffery@rpbcwd.org; jwisker@minnehahacreek.org; Martha.vickery@state.mn.us; david.law@minnetonkaschools.org; kgrissman@threeriversparkdistrict.org; April.Crockett@state.mn.us; Lyndon Robjent <lrobjent@co.carver.mn.us>; Paul Moline <PMoline@co.carver.mn.us>; Ashley Morello <Ashley.Morello@hennepin.us>; ao.admin@hennepin.us; fnielsen@ci.victoria.mn.us
Cc: Thamman, Freya <Freya.Thamman@metc.state.mn.us>; Generous, Bob <bgenerous@chanhassenmn.gov>; Jason Carlson <jcarlson@ci.shorewood.mn.us>; Zinn, Carl N <czinn@CBBURNET.COM>
Subject: Comprehensive Plan Amendment for Concurrent Detachment Annexation

EXTERNAL EMAIL: Do not click any links or open any attachments unless you trust the sender and know the content is safe.

The City has recently received an application for a comprehensive plan amendment to facilitate a concurrent detachment/annexation with the City of Chanhassen. You are receiving this notice in conformance with requirements for review by adjacent governmental units, affected special districts and affected school districts.

The parcel in question is shown on the attached location map and is addressed as 6200 Cardinal Avenue (within the City of Chanhassen, but within Hennepin County). The Hennepin County PID is 3411723440052. The applicant is proposing to detach the parcel and annex it into the City of Shorewood. The subject parcel would then be combined with another parcel lying northerly of the subject property to create a buildable lot for one new home in the City of Shorewood. For more information, see the attached narrative.

The property would be guided Low Density Residential (1-2 units/acre) and zoned R-1C, the same as the surrounding parcels.

Attached are two types of location maps (one showing the subject property within the City of Shorewood and a local area map); the applicant's narrative explaining the request; the applicant's property survey showing the change in the boundary; and proposed changes to the City of Shorewood's Land Use Map.

Please contact me at your earliest convenience with any comments or questions. If you have no comments or questions, you may also waive your required 60-day review period.

Marie Darling

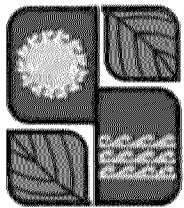
Planning Director

952-960-7912

mdarling@ci.shorewood.mn.us

*City of Shorewood
5755 Country Club Road
Shorewood, MN 55331*

MN Data Practices Notification: Pursuant to MN Data Practices Chapter 13 all government data including email communications is presumed to be public unless there is a specific state statute, federal law, or temporary classification that classifies it otherwise.



**CITY OF
SHOREWOOD**

www.ci.shorewood.mn.us

Marie Darling

From: Jenn Brewington <jbrewington@ci.victoria.mn.us>
Sent: Monday, November 14, 2022 10:46 AM
To: Marie Darling
Subject: Comprehensive Plan Amendment for Concurrent Detachment Annexation

Hello Marie,

The City of Victoria has no comments or questions, we can waive our 60-day review period.

Thank you.

Jenn Brewington, MPA
City of Victoria | Community & Economic Development Director
1670 Stieger Lake Lane, PO Box 36 | Victoria, MN 55386
P: [952.443.4219](tel:952.443.4219) | C: [320.237.4691](tel:320.237.4691)
E: jbrewington@ci.victoria.mn.us
Learn more at www.ci.victoria.mn.us

**SEWER AND WATER SERVICES AGREEMENT FOR
THE PROPERTY LOCATED AT 6190 CARDINAL AVENUE**

This Agreement, made this ____ day of _____, 2022, by and between the City of Shorewood, a Minnesota municipal corporation ('Shorewood'), the City of Chanhassen, a Minnesota municipal corporation, ('Chanhassen'), and Gerald L. and Carol L. Cox, ('Property Owner').

WHEREAS, the Property Owner is the owner of certain lands located at 6190 Cardinal Avenue, Shorewood, MN; legally described as

That part of Lot 87, Auditor's Subdivision Number 135, Hennepin County, Minnesota, described as follows: Commencing at the southeast corner of said Lot 87; thence west along the south line thereof to the southwest corner thereof; thence north along the west line thereof, a distance of 50 feet; thence in a straight line easterly to a point on the East line of said lot 50 feet north of the southeast corner thereof; thence south along the east line thereof, to the point of beginning.

And, That part of Lot 89, Auditor's Subdivision Number 135, Hennepin County, Minnesota, described as follows: Commencing at the southwest corner of said Lot 89; thence north along the west line 50 feet; thence easterly and parallel with the southerly line a distance of 49 feet; thence south 79°, 41' 43" west a distance of 51 feet; thence west along the southerly line of said lot a distance of 40 feet to the point of beginning, and as shown in Exhibit A attached hereto and made a part hereof, ('Subject Property'); and

WHEREAS, the Property Owner has made application to Shorewood for approval of a Concurrent Detachment Annexation and Building Permit of the Subject Property; and

WHEREAS, the Property Owner and Shorewood have requested that Chanhassen provide sewer and water services to the Subject Property; and

WHEREAS, Chanhassen has agreed to permit the Subject Property to connect to Chanhassen's sewer and water system, all subject to certain terms and conditions.

NOW, THEREFORE, in consideration of the foregoing premises and approval by Chanhassen and Shorewood of the proposed Detachment Annexation and approval by Shorewood of the Building Permit; Shorewood, the Property Owner, and Chanhassen agree as follows:

1. Services Provided. Sanitary sewer and water services to the Subject Property shall be connected to Chanhassen's sewer and water utilities subject to application and payment of all required connection and service fees by the owner of the Subject Property. Chanhassen shall directly bill the owner of the Subject Property for the services. Shorewood agrees to promptly certify the fees as a tax against the property if the fees are not paid when due.
2. Utility Lines. The Property Owner shall be responsible for the construction of all utility lines in accordance with Chanhassen's latest edition of Standard Construction Specifications and applicable building and plumbing codes. As part of the building permit, Shorewood will alert Chanhassen at the appropriate time for Chanhassen to perform an inspection of the utility lines.
3. Construction and Maintenance. The Property Owner shall be responsible for all construction and perpetual maintenance costs incurred in connection of the Subject Property with the Chanhassen sewer and water lines. The Property Owner shall be responsible for costs of installation, inspection, hook-up charges, sewer and water availability charges, and fees which are normally associated with sewer and water service provided by Chanhassen. Said fees must be paid prior to physical connection to the Chanhassen utilities.
4. Utility Easement. The Property Owner shall prepare and obtain a utility easement across the property located at 6200 Cardinal Avenue, Excelsior, MN, and legally described in Exhibit B attached hereto, for the benefit of the Subject Property. The easement must be recorded with Hennepin and Carver Counties prior to construction of the sewer and water lines and evidence of such recording provided to Shorewood and Chanhassen.
5. Access. The Subject Property shall have access from the existing private drive off of Cardinal Avenue. The Property Owner shall obtain an Access Agreement from the property owners of 6200, 6204 and 6210 Cardinal Avenue, Excelsior, MN.
6. Public Safety and Emergency Services. Public Safety and Emergency Services for the Subject Property will continue to be provided by Shorewood.
7. Recordation. This Agreement, along with the Access Agreement, and Utility Easement, shall be recorded against the Subject Property and the affected parties with Hennepin and Carver Counties and evidence of such recording provided to Shorewood and Chanhassen prior to construction of the sewer and water lines.
8. Assessments. In the event that City of Shorewood extends the Shorewood municipal water system to serve the Subject Property at some time in the future, Property Owner agrees to pay any related assessment on the same basis as all other properties assessed at that time, and Property Owner agrees to waive any claims or defenses to said assessment based upon a theory of no benefit because of the water connection allowed herein.

9. Agreement to Run with Land. It is intended that each of the easements, conditions, rights, and obligations set forth herein shall run with the land and create equitable servitudes in favor of the Subject Property, and shall be binding upon the current and future owner(s) of the Subject Property, their successors, assigns, heirs, and personal representatives.

IN WITNESS WHEREOF, the parties hereto have caused these present to be executed on the day and year first above written.

Dated: _____

CITY OF CHANHASSEN

By: _____

Elise Ryan, Mayor

CITY OF CHANHASSEN

By: _____

Laurie Hokkanen, City Manager

STATE OF MINNESOTA)
)ss.
COUNTY OF CARVER)

The foregoing instrument was acknowledged before me this ____ day of _____, 2022, by Elise Ryan, and by Laurie Hokkanen, respectively the Mayor and City Manager of the City of Chanhassen, a Minnesota municipal corporation, on behalf of the corporation and pursuant to the authority granted by its City Council.

Notary Public

Dated:_____

CITY OF SHOREWOOD

By:_____

Jennifer Labadie, Mayor

CITY OF SHOREWOOD

By:_____

Sandie Thone, City Clerk

STATE OF MINNESOTA)
)ss.
COUNTY OF HENNEPIN)

The foregoing instrument was acknowledged before me this _____ day of _____, 2022, by Jennifer Labadie, the Mayor and Sandie Thone, the City Clerk of the City of Shorewood, a Minnesota municipal corporation, on behalf of the City of Shorewood.

Notary Public

Dated: _____

PROPERTY OWNER

By: _____

Gerald L. Cox

PROPERTY OWNER

By: _____

Carol L. Cox

[illegible]

The foregoing instrument was acknowledged before me this ____ day of _____, 2022, by Gerald L. Cox, and by Carol L. Cox, Property Owners.

Notary Public

Parcel 2 as identified on the Survey below

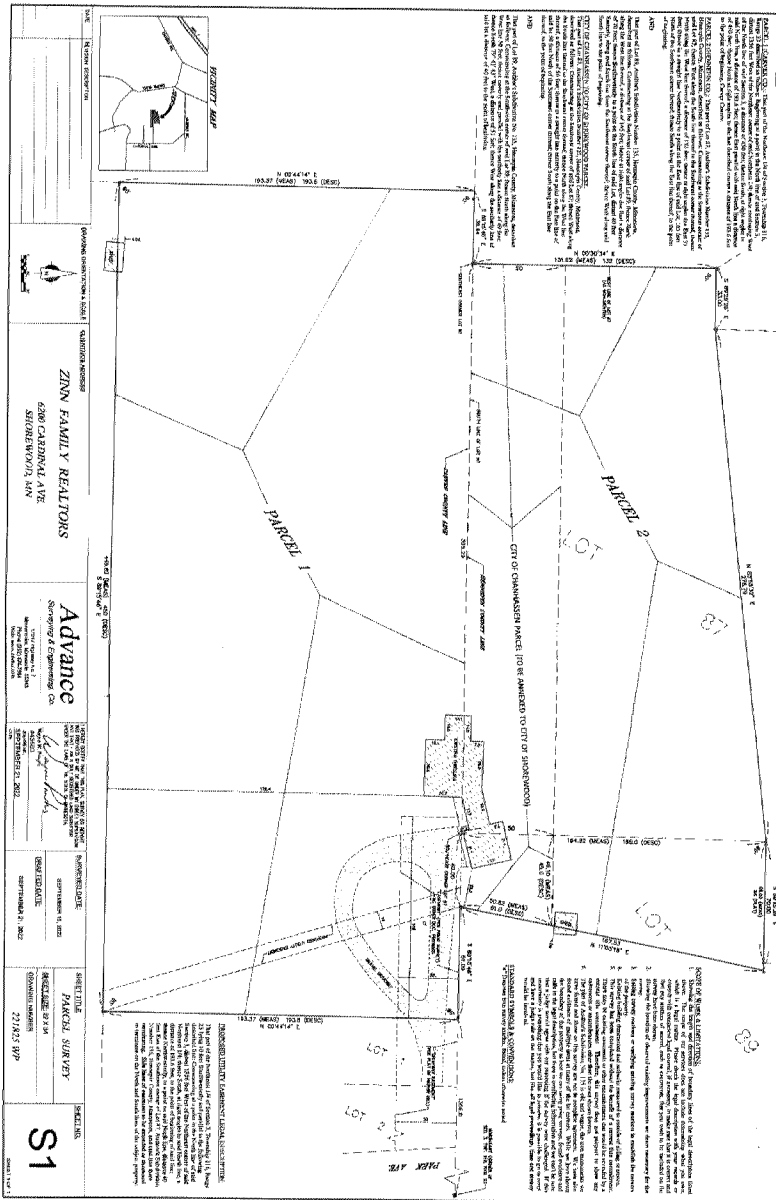


Exhibit B: Legal Description of 6200 Cardinal Ave. Property

That part of the Northeast $\frac{1}{4}$ of Section 3, Township 116, Range 23 described as follows; Beginning at a point in the North line of said Section 3, distant 1356 feet West of the Northeast corner of said Northeast $\frac{1}{4}$; thence continuing West of the North line of said Section 3, a distance of 450 feet; thence South, at right angles to said North line, a distance of 193.6 feet; thence East parallel with said North line a distance of 450 feet; thence North at right angles to the last described course a distance of 193.6 feet to the point of beginning, Carver County.

**CITY OF CHANHASSEN
RESOLUTION NO. 2022-XX**

**CITY OF SHOREWOOD
RESOLUTION NO. 22-122**

**A JOINT RESOLUTION REQUESTING CONCURRENT DETACHMENT FROM
CHANHASSEN AND ANNEXATION INTO SHOREWOOD OF CERTAIN LANDS
PURSUANT TO MINNESOTA STATUTES SECTION 414.061**

WHEREAS, the property located at 6200 Cardinal Avenue (PID 34-117-23-44-0052) is currently within the City of Chanhassen and Hennepin County and is legally described as:

That part of Lot 87, Auditor's Subdivision Number 135, Hennepin County, Minnesota, described as follows: Commencing at the southeast corner of said Lot 87; thence west along the south line thereof to the southwest corner thereof; thence north along the west line thereof, a distance of 50 feet; thence in a straight line easterly to a point on the East line of said lot 50 feet north of the southeast corner thereof; thence south along the east line thereof, to the point of beginning. And, That part of Lot 89, Auditor's Subdivision Number 135, Hennepin County, Minnesota, described as follows: Commencing at the southwest corner of said Lot 89; thence north along the west line 50 feet; thence easterly and parallel with the southerly line a distance of 49 feet; thence south 79°, 41' 43" west a distance of 51 feet; thence west along the southerly line of said lot a distance of 40 feet to the point of beginning. (the "Annexation Property")

WHEREAS, the Annexation Property is approximately .4 acres in size, shown graphically on Exhibit A attached hereto and incorporated herein is located in the City of Chanhassen; and

WHEREAS, the Annexation Property is located along the northerly border of Chanhassen and is located adjacent to the City of Shorewood; and

WHEREAS, the City of Shorewood and the City of Chanhassen want the entire Annexation Parcel to be located in the corporate limits of the City of Shorewood; and

WHEREAS, the Cities of Chanhassen and Shorewood want to modify their mutual municipal boundary to permit the Annexation Parcel to be located entirely within Shorewood; and

WHEREAS, to modify the boundary, the City of Chanhassen desires to detach and the City of Shorewood desires to annex the Annexation Parcel pursuant to Minnesota Statutes §414.061.

NOW, THEREFORE, BE IT RESOLVED:

1. The Cities of Chanhassen and Shorewood jointly request that the Minnesota Office of Administrative Hearings – Municipal Boundary Adjustment Unit concurrently detach the Annexation Property from the City of Chanhassen and annex the same to the City of Shorewood at the earliest possible date.
2. The City Attorney for the City of Shorewood is authorized to submit this resolution along with all appropriate application materials to the Minnesota Office of Administrative Hearings – Municipal Boundary Adjustment Unit for the purposes set forth herein.

Adopted by the City Council of the City of Chanhassen on the 28th day of November, 2022.

ATTEST:

Kim Meuwissen, City Clerk

Elise Ryan, Mayor

MOTION BY: _____ SECONDED BY: _____

YES

NO

ABSENT

Adopted by the City Council of the City of Shorewood on the ____ day of _____,
2022.

Jennifer Labadie, Mayor

ATTEST:

Sandie Thone, City Clerk

Ed Shukle, Interim City Administrator

[illegible]

RESOLUTION 22-123

**CITY OF SHOREWOOD
COUNTY OF HENNEPIN
STATE OF MINNESOTA**

**A RESOLUTION APPROVING A COMPREHENSIVE PLAN AMENDMENT FOR THE
PROPERTY ON THE NORTH PORTION OF 6200 CARDINAL AVENUE
(3411723440052)**

WHEREAS, Carl Zinn (Applicant), has submitted a request for comprehensive plan amendment for a concurrent detachment/annexation and to apply the low density land use designation (the Request) for the property legally described as:

That part of Lot 87, Auditor's Subdivision Number 135, Hennepin County, Minnesota, described as follows: Commencing at the southeast corner of said Lot 87; thence west along the south line thereof to the southwest corner thereof; thence north along the west line thereof, a distance of 50 feet; thence in a straight line easterly to a point on the East line of said lot 50 feet north of the southeast corner thereof; thence south along the east line thereof, to the point of beginning. And, That part of Lot 89, Auditor's Subdivision Number 135, Hennepin County, Minnesota, described as follows: Commencing at the southwest corner of said Lot 89; thence north along the west line 50 feet; thence easterly and parallel with the southerly line a distance of 49 feet; thence south 79°, 41' 43" west a distance of 51 feet; thence west along the southerly line of said lot a distance of 40 feet to the point of beginning (the "Subject Property"); And,

WHEREAS, the Request has been submitted in the manner required for the development of land under the Shorewood City Code and under Chapter 462 of Minnesota Statutes, and all proceedings have been duly consistent thereunder; and,

WHEREAS, said Request is consistent in the manner of amendments to the Shorewood Comprehensive Plan and the regulations and requirements of the laws of the State of Minnesota and the City Code of the City of Shorewood for the approval of such a request.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Shorewood that the Request for a Comprehensive Plan Amendment to apply the land use classification Low Density Residential on the parcel recently annexed into the City of Shorewood, subject to the required comment period for all affected jurisdictions and review by the Metropolitan Council;

ADOPTED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD this 28th day of November 28, 2022.

Jennifer Labadie, Mayor

ATTEST:

Sandie Thone, City Clerk

**CITY OF SHOREWOOD
COUNTY OF HENNEPIN
STATE OF MINNESOTA**

ORDINANCE NO. 595

**AN ORDINANCE AMENDING SECTION 1201.09 SUBD. 2.
OF THE SHOREWOOD ZONING CODE – THE SHOREWOOD ZONING MAP
(3411723440052)**

Section 1. Section 1201.09 Subd. 2. of the Shorewood City Code is hereby amended to include the property described as follows into the R-1C, single family residential zoning district:

That part of Lot 87, Auditor's Subdivision Number 135, Hennepin County, Minnesota, described as follows: Commencing at the southeast corner of said Lot 87; thence west along the south line thereof to the southwest corner thereof; thence north along the west line thereof, a distance of 50 feet; thence in a straight line easterly to a point on the East line of said lot 50 feet north of the southeast corner thereof; thence south along the east line thereof, to the point of beginning. And, That part of Lot 89, Auditor's Subdivision Number 135, Hennepin County, Minnesota, described as follows: Commencing at the southwest corner of said Lot 89; thence north along the west line 50 feet; thence easterly and parallel with the southerly line a distance of 49 feet; thence south 79°, 41' 43" west a distance of 51 feet; thence west along the southerly line of said lot a distance of 40 feet to the point of beginning.

Section 2. That the Zoning Administrator is hereby authorized to revise the Zoning Map of the City of Shorewood to include the property in the R-1C, single family residential zoning district.

Section 3. That this Ordinance shall be in full force and effect upon publishing in the Official Newspaper of the City of Shorewood.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD this 28nd day of November, 2022.

Jennifer Labadie, Mayor

ATTEST:

Sandie Thone, City Clerk

RESOLUTION 22-124

**CITY OF SHOREWOOD
COUNTY OF HENNEPIN
STATE OF MINNESOTA**

**A RESOLUTION APPROVING A UTILITY AGREEMENT FOR THE PROPERTIES
KNOWN AS 3411723440050 AND 3411723440052**

WHEREAS, Carl Zinn (Applicant), has submitted a request to serve the property with utilities from the City of Chanhassen (the Request) for the property legally described as:

That part of Lot 87, Auditor's Subdivision Number 135, Hennepin County, Minnesota, described as follows: Commencing at the southeast corner of said Lot 87; thence west along the south line thereof to the southwest corner thereof; thence north along the west line thereof, a distance of 132 feet; thence at right angles due East 33 feet; thence in a straight line northeasterly to a point on the east line of said Lot, 165 feet north of the southeast corner thereof; thence south along the east line thereof, to the point of beginning. And That part of Lot 89, Auditor's Subdivision Number 135, Hennepin County, Minnesota, described as follows: Commencing at the southwest corner of said Lot 89; thence north along the west line thereof, a distance of 165 feet; thence at right angles due east a distance of 70 feet; thence southwesterly to a point on the south line of said lot, distant 40 feet easterly, along said south line from the southwest corner thereof, thence west along said south line to the point of beginning (the "Subject Property"); And,

WHEREAS, the Request for utilities from the City of Chanhassen has been reviewed and found to be appropriate as the Subject Property's access to sewer is compromised by grade and a tiered retaining wall and water is not available in the area; and,

WHEREAS, said Cities of Chanhassen and Shorewood are amenable to an agreement to serve the property with utilities from Chanhassen

WHEREAS, said cities' staff has prepared a utility agreement with the specific conditions listed.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Shorewood that the Request for a utility agreement for the Subject Property is approved including the conditions in the agreement;

BE IT FURTHER RESOLVED THAT THE City Council hereby authorizes the Mayor and City Clerk to execute the agreement on behalf of the City of Shorewood.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD this 28th day of November, 2022.

Jennifer Labadie, Mayor

ATTEST:

Sandie Thone, City Clerk