

Wayzata City Council Workshop Meeting Agenda
Wayzata City Hall Community Room, 600 Rice Street
Tuesday, July 17, 2018

WORKSHOP TOPICS FOR DISCUSSION:

- | | |
|---|---------|
| 1. Strategic Plan Update (4:30 p.m.) | Page 3 |
| 2. Discuss Police Services Contract with Long Lake (5:00 p.m. or immediately following) | Page 8 |
| 3. Update of Lake Minnetonka Trolley (5:30 p.m. or immediately following) | Page 13 |

Members of the Wayzata City Council May Travel to Long Lake, MN to Attend the Ceremony Dedicating the Brown Road Bridge for Fallen Officer Bill Mathews (6:00 p.m.)

Date: July 9, 2018

To: The Honorable Mayor and Members of the City Council

From: Jeffrey Dahl, City Manager

Workshop: Strategic Plan Update

Update

Attached is a summarized progress report of the 2017-2020 Strategic Plan. I have also included a more detailed version as well, that includes more thorough status updates and a list of other projects that have popped up over the past year.

Background

The City approved the most recent version of the Strategic Plan in mid-2017. The plan includes five strategic objectives, which are:

- A Strong Financial Foundation;
- Efficient and Effective Operations;
- Thoughtful Growth;
- An Active and Healthy Community; and
- An Engaged Community.

The Strategic Plan is meant to be a dynamic and/or evolving document. In order to track the progress of the plan, we will continue to hold quarterly updates as well as an annual retreat to re-assess and re-prioritize, if needed.

In addition to reviewing the attached documents at the workshop, staff will be discussing possible dates for a half-day Strategic Planning retreat for late summer/early fall.

Attachments

1. 2017-2020 Strategic Plan Summary
2. 2017-2020 Strategic Plan Tracking Spreadsheet



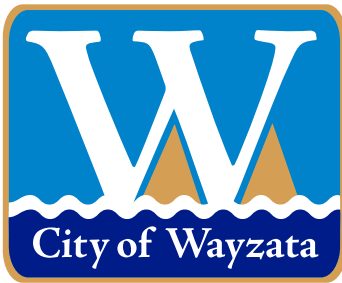
Wayzata Strategic Plan 2017 - 2020

Strategic Objectives: The City's Priorities for the Next 4 Years

Goals: What we will do to accomplish these objectives

Initiatives: Individual activities leading to goals

[illegible]



Strategic Plan 2017-2020

In April 2017, the City Council and staff held a two-day retreat to discuss organizational accomplishments, updates to the City's Mission, Vision, and Values, and to establish consensus on priorities over the next four years. Subsequently, staff drafted these objectives, goals, and initiatives in a Strategic Plan Document and the City Council adopted its Strategic Plan 2017-2020 on July 5th, 2017.

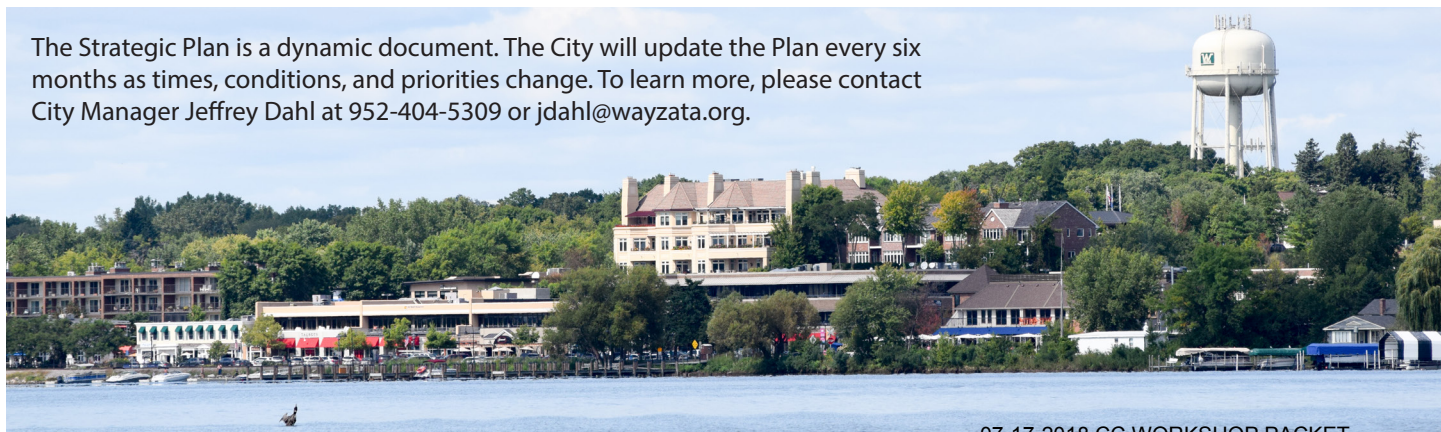
With an overall general mission to preserve and enhance the quality of life of the community in order to be the idyllic city on Lake Minnetonka to live, work, shop, and play, City Council and Staff will focus its energy on five Strategic Objectives: a strong financial foundation, efficient and effective operations, thoughtful growth, an active and healthy community, and an engaged community.

The following information provides a more thorough description of each of the five Strategic Objectives by breaking down each into several tangible goals and initiatives with projected completion dates.

1.0 A Strong Financial Foundation			Status
1.1 Explore Financial Sustainability of Core Services & Enterprise Operations			
1.1.1	Study of Current Fire Department Model	Dec. 2018	*
1.1.2	Update of Study of Municipal Liquor Operations	Dec. 2019	*
1.2 Diversify Revenue to Reduce Levy			
1.2.1	Study grant writing options & opportunities	Oct. 2018	*
1.2.2	Implement Special Services District	Dec. 2018	*
1.2.3	Study feasibility for a Sales Tax/Visitors and Convention Bureau	Dec. 2019	*
1.2.4	Study Monetizing Docks	Jun. 2018	*
1.2.5	Study Monetizing Parking	Jun. 2019	*
1.2.6	Study Implementation of Gas Franchise Fee	Jun. 2018	*
1.3 Relocate Telecom Site			
1.3.1	Continue Negotiations on Lease	Dec. 2018	*
2.0 Efficient & Effective Operations			Status
2.1 Expand Technology for Efficiency and Convenience			
2.1.1	Implement Paperless Council Packets	Nov. 2018	*
2.1.2	Streamline and Digitize Permitting and Licensing Process	Dec. 2018	*
2.2 Optimize City Management Organization for Efficiency			
2.2.1	Study of mgmt. org. Structure, HR Practices, Processes, Staff Transition	Dec. 2017	✓
2.3 Optimize Energy Conservation Opportunities for City Facilities and Equipment			
2.3.1	Complete energy audit for facilities	June 2019	*
2.3.2	Complete energy audit for city vehicles & equipment	June 2019	*
2.4 Continue Development of Ordinances			
2.4.1	Study Neighborhood Zoning Standards Ordinance	Dec. 2019	*
2.4.2	Study Signage Ordinance	Dec. 2019	*
2.4.3	Explore Alternative Energies Ordinance	Dec. 2020	*
2.4.4	Explore Implementation of Vacation Rental Ordinance	Dec. 2018	*
2.5 Explore Expansion of Shared Services			
2.5.1	Police	Dec. 2018	*
2.5.2	Fire	Dec. 2018	*
2.5.3	Public Works	Dec. 2019	*
2.5.4	Building Inspections	Dec. 2018	*

3.0 Thoughtful Growth			Status
3.1 Develop Lake Street Vision			
3.1.1	Study Downtown Retail Market	Dec. 2019	*
3.1.2	Develop public/private development plan for Lake Street west of Barry	Dec. 2018	*
3.2 Develop Master Wayfinding/Signage Plan			
3.2.1	Develop Master Wayfinding/Signage Plan for all roads/trails/gateways	Nov. 2019	*
3.3 Develop Branding and Marketing Campaign			
3.3.1	Develop Campaign for Organization and Broader Community	Mar. 2019	*
3.4 Complete City Wide Traffic Study			
3.4.1	Complete Analysis of Superior/Wayzata option	Dec. 2018	*
3.4.2	Construction of Superior/Wayzata Option	Sept. 2019	*
3.4.3	Other traffic issues considered in Comprehensive Plan	Dec. 2018	*
4.0 An Active and Healthy Community			Status
4.1 Develop a Parks Master Plan			
4.1.1	Develop a Comprehensive Park Plan for the Community	Dec. 2018	*
4.2 Continue Lake Effect Projects			
4.2.1	Complete EAW	Feb. 2018	✓
4.2.2	Assist Lake Effect Conservancy in Fundraising Efforts	Jun. 2020	*
4.2.3	Design Lake Street/Pop Up Park Plans	Oct. 2018	*
4.2.4	Build Lake Street/Pop Up Park	Oct. 2019	*
4.2.5	Design Boardwalk/Eco Park Plans	Jul. 2019	*
4.2.6	Build Boardwalk/Eco Park Plans	Jun. 2020	*
5.0 An Engaged Community			Status
5.1 Complete 2040 Comprehensive Plan			
5.1.1	Incorporate Separate Public Engagement Process	Dec. 2017	✓
5.1.2	Update Traffic and Utility Information	Dec. 2018	*
5.1.3	Incorporate Wayzata Blvd. Corridor Study/Small Area Plan	Dec. 2018	*
5.1.4	Incorporate sustainability/Met Council Approval	Jun. 2019	*
5.2 Promote Volunteering/Activism at City Level			
5.2.1	Create promotion program for Boards and Commissions	Dec. 2020	*
5.2.2	Create promotion program for various activities	Dec. 2020	*
5.2.3	Create promotion program for Fire Fighters	June. 2017	✓

The Strategic Plan is a dynamic document. The City will update the Plan every six months as times, conditions, and priorities change. To learn more, please contact City Manager Jeffrey Dahl at 952-404-5309 or jdahl@wayzata.org.



Date: July 9, 2018

To: The Honorable Mayor and Members of the City Council

From: Jeffrey Dahl, City Manager

Workshop: Discuss Police Services Contract with Long Lake

Update

Based on communications from officials from both Wayzata and Long Lake, we agree that now is a good time to review and reassess the current contract and propose any needed amendments and extension of contract term.

Background

The City has been provided police services with the City of Long Lake since 2010. The services are provided through a contract, with the latest one updated in 2016 (See attached). The latest update provides for police services up until December 31, 2020---less than 2.5 years out.

Staff strongly believes that it is in the best interest of the City to discuss extending the contract primarily for budget and personnel planning purposes.

At this meeting, staff will provide an update in terms of how the relationship is working and its recommendations on a potential extension.

Attachments

1. Police Services Contract between the City of Wayzata and the City of Long Lake, dated 2016

CONTRACT FOR LAW ENFORCEMENT SERVICES

THIS AGREEMENT is made and entered into effective the 1st day of January, 2016 by and between the City of Long Lake and the City of Wayzata, both municipal corporations and political subdivisions of the State of Minnesota (collectively, the "Cities").

WITNESSETH:

WHEREAS, Wayzata currently maintains a police department in accordance with Minnesota Statutes § 412.221;

WHEREAS, Long Lake has the same authority under law to maintain a police department, and currently contracts with the City of Wayzata for its police services;

WHEREAS, Minnesota Statutes § 471.59 authorizes the Cities to enter into an agreement whereby Wayzata will provide contracted police services to the City of Long Lake and perform on behalf of Long Lake any service or function which Long Lake would be authorized to itself provide, including law enforcement services; and

WHEREAS, the Cities are desirous of entering into an agreement whereby Wayzata shall provide law enforcement services to Long Lake.

NOW THEREFORE, pursuant to the terms and conditions as hereinafter set forth, it is agreed by and between the parties as follows:

1. **PURPOSE.** The purpose of this Agreement is to establish the terms and conditions under which Wayzata will provide law enforcement services to Long Lake.

2. **TERM:** The term of this agreement shall be for a period commencing on January 1, 2016 and terminating on December 31, 2020 unless renewed as provided for herein. Commencing January 1, 2019, the term of this agreement shall renew for successive rolling three year terms automatically each year unless either party notifies the other in writing on or before August 15, 2018 (or August 15 of any year thereafter) that it wishes not to renew, in which case this agreement will terminate without further action of the parties two years hence from the end of the year such notice is given. Upon termination, Long Lake will reimburse Wayzata for 50% unemployment insurance payments directly resulting from the termination of this agreement in years 2020 and 2021. Long Lake will bear no responsibility for unemployment payments if this agreement is terminated in 2022 or beyond.

3. **COMPENSATION:** For 2016 and 2017, Long Lake shall pay Wayzata \$285,000 per year. For 2018 and each year thereafter, the cost will increase over the previous year's compensation by the annual Consumer Price Index (CPI) rate change for the Minneapolis/St. Paul Metro areas as established by the United States

1 Department of Labor, but in no event shall such increase be less than 2% or
2 greater than 5% over the previous year. Payment shall be made monthly in
3 equal installments.

4 4. SERVICES: Wayzata will provide all-inclusive police services to Long Lake to the
5 same extent it provides those services within Wayzata, including without
6 limitation patrol, routine and emergency call response, traffic enforcement and
7 management, administrative services, employee or applicant background
8 checks, animal control and impound services, liquor, tobacco and other licensing
9 and compliance check services, parking enforcement, criminal investigations,
10 crime prevention, and all other policing functions currently or subsequently
11 provided by the Wayzata Police Department.

12 5. SPECIAL EVENTS SERVICES: Special Events will be reviewed by the police
13 chief or designee. The police chief shall determine if additional uniformed officer
14 presence is needed and the fees for these additional services will be paid by the
15 permittee to the city of Wayzata in accordance with the city of Wayzata fee
16 schedule and the Wayzata Police Department labor agreement

17 6. PATROL SERVICES: Wayzata agrees to provide general police patrol services
18 within Long Lake to the same extent as within Wayzata. This commitment to
19 patrol the combined area as a single jurisdiction does not preclude the
20 establishment of patrol zones provided the same level of service is provided
21 within each zone.

22 7. REPORTS AND COMMUNICATION: The Police Chief shall make periodic reports
23 to Long Lake and be available on a reasonable basis with reasonable advance
24 notice to attend Council meetings or other gatherings to report on police and
25 related law enforcement activities and issues.

26 8. LAW ENFORCEMENT AGENCY RESPONSIBILITIES. Wayzata and the Wayzata
27 Police Chief shall provide and assign such personnel as they deem necessary to
28 carry out the provisions of this Agreement and shall be solely responsible for the
29 selection, training, management and activities of Wayzata employees providing
30 services under this Agreement. All personnel providing service under this
31 Agreement shall in all respects be Wayzata employees and shall be subject to all
32 administrative policies, rules, personnel plans, regulations, and pay plans,
33 including all employee benefits of Wayzata. Wayzata shall be responsible for the
34 enforcement of all its employment policies and shall be responsible for insuring
35 compliance with all such policies, collective bargaining agreements, regulations,
36 and rules including discipline and discharge.

37 9. HOLD HARMLESS. Long Lake shall not be liable for compensation or indemnity
38 to any Wayzata employee for injury or sickness arising out of the scope of
39 employment, nor for any claims by other person arising out the performance of
40 this Agreement by Wayzata personnel, and Wayzata agrees to indemnify and
41 hold harmless Long Lake against any such claims.

42 10. FINES, FORFEITURE and FEES: All fines and revenue from forfeitures or fees
43 collected by Wayzata or the Wayzata Police Department as a result of services it
44 provides Long Lake under this Agreement shall be credited to the amount Long

1 Lake is to pay Wayzata under this Agreement except for jail booking charges or
2 reimbursement for special services agreed to by the two cities shall also be the
3 responsibility of Long Lake. Except as provided in this Agreement, no other
4 costs shall be the responsibility of Long Lake.

5 11. DATA PRACTICES. The Wayzata Police Chief shall comply with the Minnesota
6 Government Data Practices Act and shall be the Responsible Authority and
7 Compliance Official for any requests for data arising out of this Agreement or
8 services performed hereunder.

9 12. COMPLAINTS. Long Lake shall forward any and all complaints regarding law
10 enforcement services in the City to the Wayzata Police Chief, who shall be
11 responsible as the Chief Law Enforcement Officer for compliance with any and all
12 state and federal regulations applicable to law enforcement agencies.

13 13. APPLICABLE LAWS. This Agreement shall be interpreted under and in
14 accordance with the law of the State of Minnesota.

15 14. SEVERABILITY. If it should appear that any of the terms hereof are in conflict
16 with any rule or law or statutory provision of the State of Minnesota or are
17 otherwise declared null and void by any Court of competent jurisdiction, then
18 such terms shall be deemed inoperative and null and void without invalidating or
19 otherwise affecting the remaining provisions of this Agreement.

20 15. AMENDMENTS. Any amendments, deletions, or waivers of the provisions of this
21 Agreement shall be valid only when reduced to writing and signed by the parties.

22 16. ENTIRE AGREEMENT. This Agreement shall constitute the entire agreement of
23 the parties and shall supersede all oral agreements and negotiations between
24 the parties relating to the subject matter herein.

25 17. NON-DISCRIMINATION. The parties are committed to the policy that all persons
26 shall have equal access to its programs, facilities, and employment without
27 regard to race, color, creed, religion, national origin, sex, age, marital status, or
28 sexual orientation.

29
30 IN WITNESS WHEREOF, The parties have hereunto set their hand on the dates below
31 written.

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33
34 Dated: 05-25-2016

CITY OF LONG LAKE

35
36 By 

37
38 Its Mayor

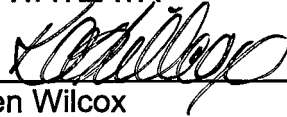
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40 ATTEST:

41
42 By 

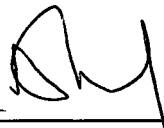
43
44 Administrator

1
2
3 Dated: 05-25-2016
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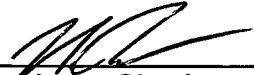
CITY OF WAYZATA

5 By 
6 Ken Wilcox
7 Its Mayor
8

9 ATTEST:

10 By  
11 Heidi Nelson Jeffrey Dahl
12 Its Manager
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16

17 APPROVED AS TO FORM AND EXECUTION

18 
19 Long Lake City Attorney
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23 Wayzata City Attorney
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Date: July 12, 2018

To: The Honorable Mayor and Members of the City Council

From: Jeffrey Dahl, City Manager

Workshop: Update of Lake Minnetonka Trolley

Update

Members of the operating board of the Lake Minnetonka Trolley will be in attendance to provide feedback and answer any questions.

The goal of this workshop item is to:

1. Receive more general information about the Lake Minnetonka Trolley (Who runs it? Who funds it? What are the routes? What are the schedules? etc.) and get an update on how the trolley is going last year and so far this year; and
2. Discuss of the future of the trolley and additional opportunities.

Background

The City has been the largest funding partner of the Lake Minnetonka Trolley which has been operating for approximately 5 years with the objective of serving as a small town attraction that moves people efficiently around town.

The City budgets \$10,000 annually for trolley related expenses and allows advertising of trolley marketing material in its utility bills/Wayzata Weekly. Having a “trolley” or vehicle providing local connections and/or dial-a-ride services has been mentioned in the 2040 Visioning Process and is consistent with what other communities provide.

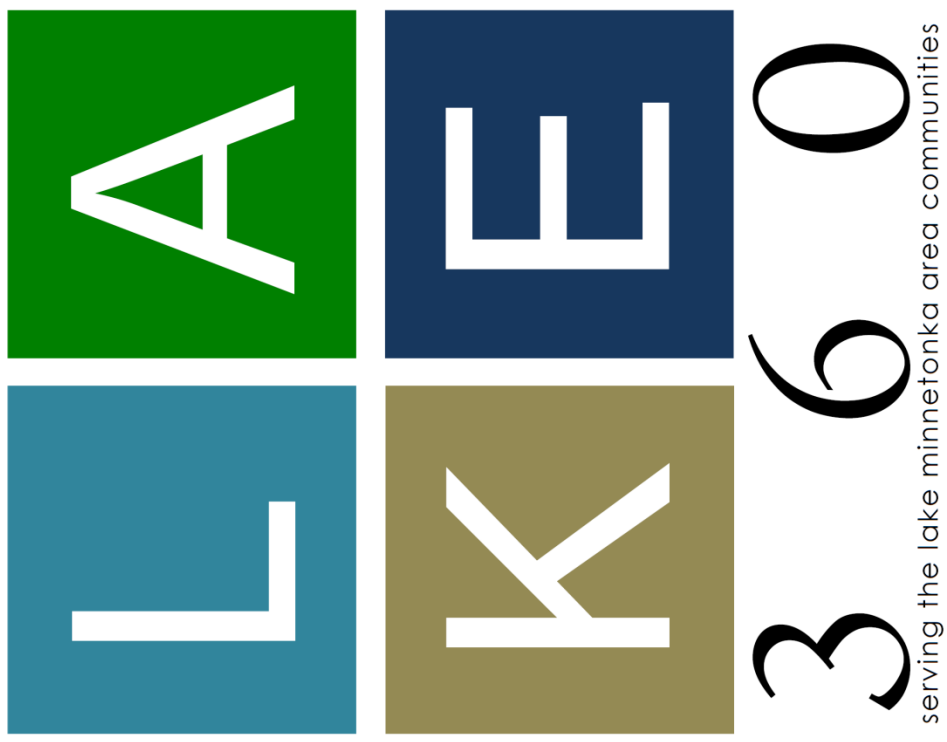
Attachments

1. Information Packet re: Lake Minnetonka Trolley



Lake Minnetonka Trolley 2017 Review

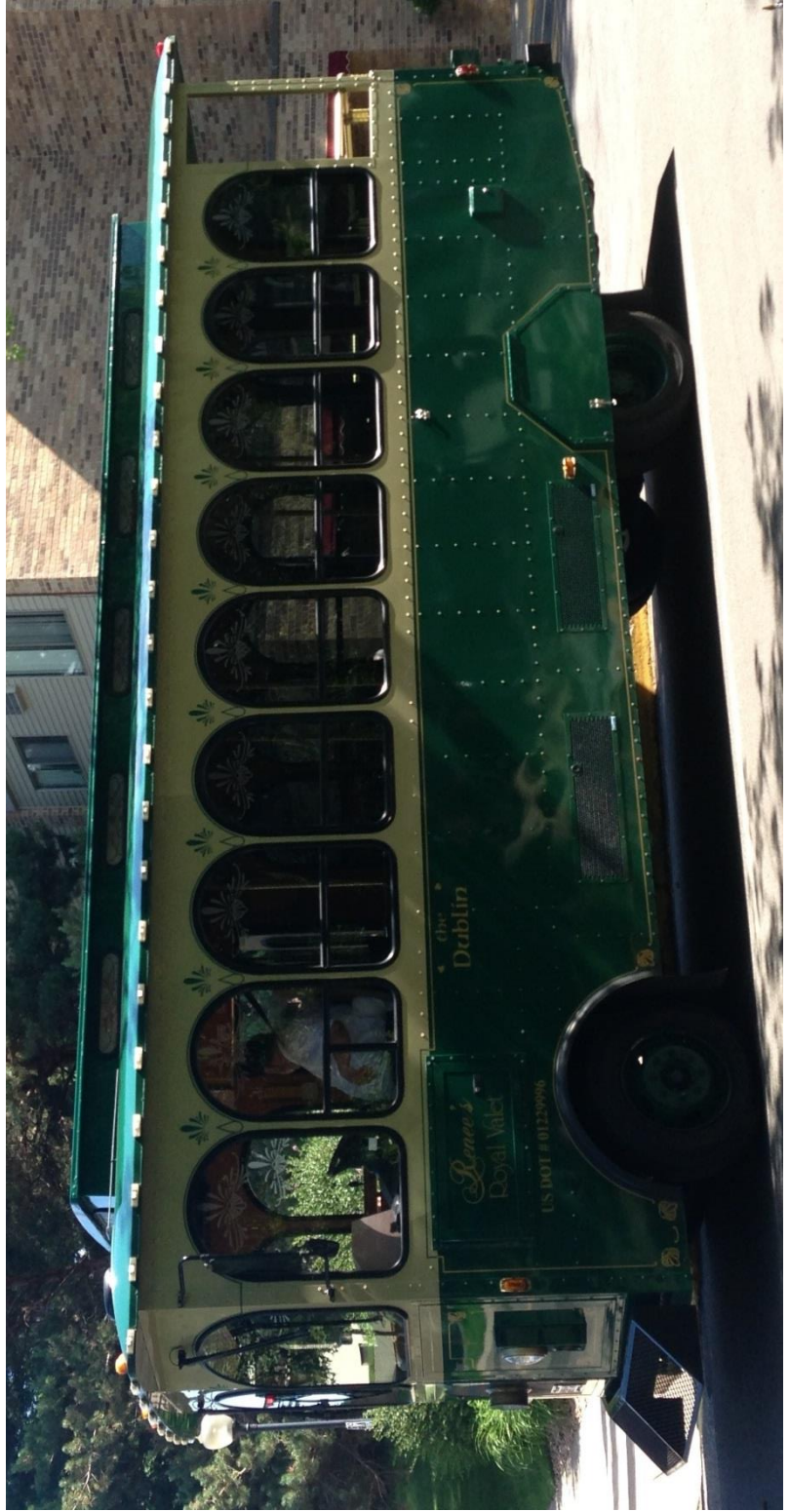
Lake Minnetonka Trolley Operations



- Managed Lake 360, Inc., 501c3 organization
- Lake 360 is composed of ALL VOLUNTEERS serving the Lake Minnetonka area
- Established in 2014

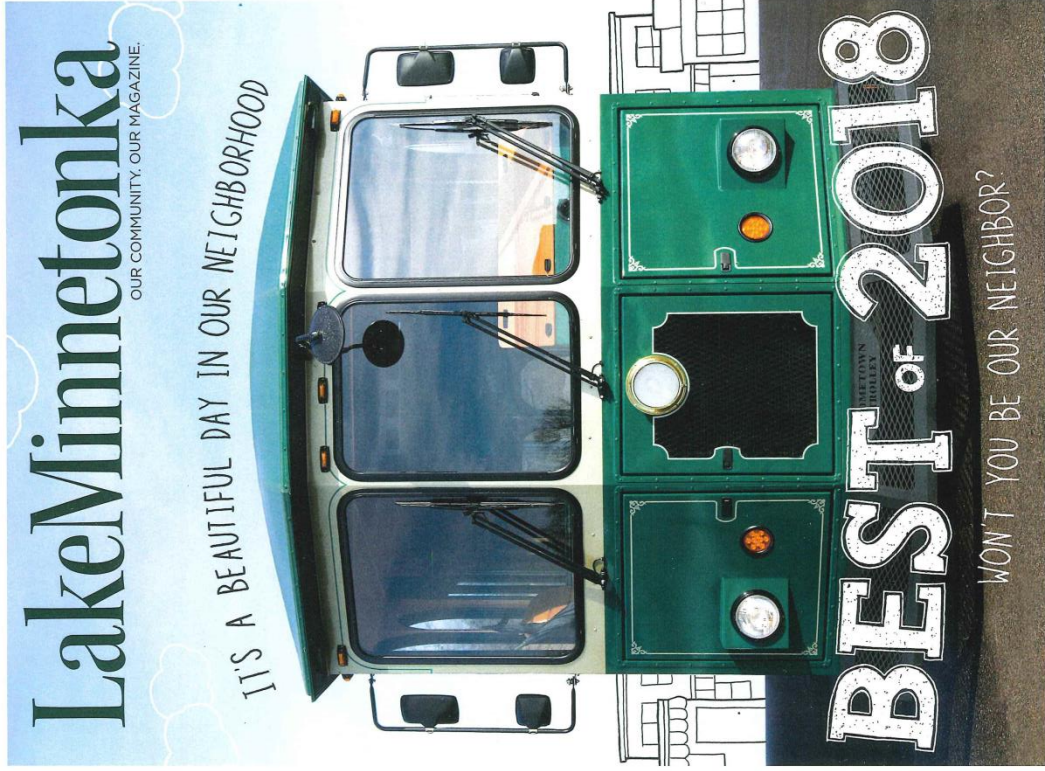
Lake 360 Goal

To assist people in making connections & providing access with the Lake Minnetonka region, communities, environment, local business and one another.



Lake Minnetonka Trolley Goals

- Provide *Access for All*
 - Free activity
 - Senior mobility
 - Regional programming
- *Visitor Attraction*
 - One hour activity
 - Attractive route
 - Lively, but not rowdy
- Make *Connections*
 - Business channel opportunity
 - Senior | Business partnerships
- *Historical Awareness*
 - Onboard video
 - WHS tours
 - Be Wayzata



LMT Season

- Season
 - Memorial Day - Labor Day
- Tuesday & Thursday
 - 10 AM – 4 PM
- Wednesday Evenings
 - Concert series in July
- 16 Stops
 - 1 hour loop



2017 Data Points

Who Rides the LMT?



Ridership Statistics

- 87% riders out of town visitors
 - \$2 billion on food & liquor
 - 73% return w/in 3 years
- 70% riders are female w/ kids
- 7% seniors
 - Need access to transportation up to 10yrs after they stop driving
- 25% mode of transportation vs. activity

2017 Season Ridership



- Season ridership = 1612
- Concert series only = 115
- Peak hours: mornings – lunch
- Prime stop: beach & library

BIG THANKS! to 2018 Sponsors

6Smith*

925 Restaurant

Blanc de Blanc*

BohLand Development*

City of Wayzata*

Colonial Square/Regency Ctrs

Graham Jewelers*

Harvest Home*

Herfurth Family*

Highcroft Linens*

Johnson/Turner Legal

Judd Frost*

Lexus of Wayzata*

Marquee Place*

Nolan Properties*

Old National

Park Nicollet Clinic*

Presbyterian Homes*

Spydernet Westec Properties*

Sun & Slope*

The UPS Store of Wayzata*

Village Cheverlot of Wayzata*

The Village Shops*

Wayzata Bar & Grill*

Wayzata BP*

Wayzata Chamber of Commerce*

Wayzata Lions

Wayzata Masonic Lodge*

Wayzata Wine & Spirits*

* Multi-year sponsors



LMT Board

Jack Amdal	Russ Crowder
Bridget Anderson	Lynn McCarthy

SUPPORT LMT in 2019!

