

HRA members present: T. Shaver, B. Ambrose, D. McGill, B. Petit, R. Wothe
HRA members absent: None
City Staff/HRA Executive Director present: Heidi Nelson
City Staff present: Becky Malone

Chairman Shaver called the special meeting of the HRA to order at 7:36 am.

APPROVAL OF AGENDA

McGill motioned to approve the September 12, 2014, meeting agenda as presented, seconded by Wothe. The motion passed 5/0 by voice vote.

APPROVAL OF MINUTES – MINUTES OF August 8, 2014

McGill motioned to approve the August 8, 2014, minutes, seconded by Ambrose. The motion passed 5/0 by voice vote.

NEW BUSINESS

a. Consider Appointment of Two (2) HRA Commissioners to Assist City Council with Mill Street Parking Structure

Nelson provided an overview of the background and current discussions regarding parking issues downtown and potential parking structure on Mill Street. At the August 8 meeting, the HRA had passed a motion to accelerate discussions in and around the parking that is taking place on the east end and the Commission was concerned that timing was critical, to move as quickly as possible. The HRA also requested to be part of discussions relative to the site components that impact this discussion given the fact it has ownership of Mill Street as well as the northwest corner of Lake and Superior. The HRA had been told Staff was preparing two (2) requests for proposal (RFP) proposals and would review these with the City Council. The City Council directed Staff to reformulate the RFP into a request for qualifications (RFQ) for Owners Rep Services to address some of the issues with programming and pre-design. The scope had become large and it would be difficult for a firm to respond in an effective way. To get a good idea for the scope of issues, the Council felt an RFQ would be appropriate. The Council would interview those firms that were qualified and discuss how they could assist in the process, design, surrounding real estate issues, interim downtown transportation services, and pre-design. The Council would like these things firmed up prior to soliciting architectural and engineering services. Three (3) firms responded to the RFQ: LaSalle partnered with Walker, LSA Design, and Source Group. These interviews will be held on Tuesday, September 16, from 7:00 a.m. to 8:30 a.m. The Council would like to have two (2) representatives from the HRA attend the interviews and subsequent meetings to assist the Council for the next few months.

Shaver stated all the meetings were public so anyone could attend. The HRA should appoint two (2) Commissioners who can commit to these meeting and provide updates to the HRA.

Ambrose stated he would be interested but he travels and could not guarantee regular attendance.

Wothe stated he would recommend Commissioner Petit because he has strong ideas.

Petit stated he would attend these meetings.

Shaver asked Wothe if he would be interested because he is familiar with the Mill Street area and what has been done in the past.

Wothe stated he would attend these meetings.

McGill moved to appoint Petit and Wothe to represent the HRA during the meetings regarding the Mill Street parking structure, seconded by Ambrose. The motion passed 5/0 by voice vote.

Nelson stated within the Lake Effect framework that was adopted, there was identification of additional parking in two (2) locations in the downtown area. One at Mill Street and the other on the west end with redevelopment of commercial properties.

Petit asked if the discussion would be different if the Lake Effect were starting now.

Nelson did not see the premises of the Lake Effect plan as bringing more people to downtown but rather taking advantage of the City's position on the Lake, providing more access to the Lake and making downtown the best it could be.

Shaver stated in the notes to the Council, there had been commentary from George Carisch relative to making this a public/private partnership. He asked what Mr. Carisch had meant by 'public/private.'

Nelson stated she thought this referred to the City coordinating the parking structure project with the Carisch ramp and possibly weave it into the downtown plan or include improvements to it. This is an asset for the downtown area and the City wants to see it remain public.

NEXT MEETING DATE: OCTOBER 23, 2014

Shaver stated the next meeting was scheduled for October 23.

ADJOURNMENT

There being no further business; McGill motioned to adjourn at 7:56 a.m., Wothe seconded the motion and the motion carried 5/0.

Respectfully submitted,



Becky Malone
Deputy City Clerk
City of Wayzata

Drafted by Tina Borg, *TimeSaver Off Site Secretarial, Inc.*