

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 and Don Uram

Chairman Shaver called the meeting of the HRA to order at 7:30 am.

APPROVAL OF AGENDA

Wothe motioned to approve the October 23, 2014, revised meeting agenda as presented, seconded by Ambrose. The motion passed 5/0 by voice vote.

APPROVAL OF MINUTES – MINUTES OF SEPTEMBER 12, 2014

Ambrose stated on page 2, line 17, the “e” should be capitalized in “Lake Effect”.

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

OLD BUSINESS

a. **Update on selection of Owners Representative for Programming and Pre-Design for Mill Street Parking Structure**

Nelson provided an update on the selection of Owners Representative Services for programming and pre-design for the Mill Street parking structure. The Consensus of the City Council and HRA Representatives was to move forward with LSA Design. She reviewed what services would be included with the proposal. There will be a Council/HRA Representative workshop on November 7 to outline the scope of issues to be addressed in programming and pre-design. Staff has met with Mr. Lasher to discuss the scope of the project including questions the City had in regards to the use of available parking, communication, education, opportunities for signage, and designated parking. The City's Parking Ordinance and development agreements would also be reviewed. Staff would work through the process over the next three months and potentially be ready for construction documents in January and have something started in late 2015.

Petit asked what the City's discussions have been with Carisch.

Nelson stated they have met but there has not been a formal direction developed. There is room for improvement in the ramp and an opportunity for a partnership to keep the ramp public. The City's goal is to keep this as a public asset. LSA has done the type of work that would be needed to improve this structure and this could be something that can be done as part of negotiations with Carisch.

Shaver clarified the City might be willing to make the improvements if the ramp is maintained as a public structure but this would be something that the City would have to work out with Carisch. He suggested the City establish a priority list including the Carisch ramp and the land at Lake and Superior and what the development and needs would look like.

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2 Nelson stated signage for public parking at Presbyterian Homes might be something to
3 look at as well. Mr. Lasher will be an asset in accomplishing the City's goals.
4

5 b. Update on City Council adoption of Business Subsidy Criteria and Public
6 Financing Policy

7 Nelson provided an update on the City Council's amendment and action for the
8 Business Subsidy Criteria and Public Financing Policy. The HRA version of the Policy
9 that was presented to the City Council precluded the use of TIF and Tax Abatement for
10 construction of new rental housing units but it did not specifically address
11 reinvestment/preservation of existing rental housing. She reviewed the language
12 adopted by the City Council under Item 5.A.9 which would include utilizing public
13 financing for the purpose of preservation or reinvestment in existing rental housing and
14 retain the policy direction that public financing would not be used exclusively for the
15 construction of new rental units.
16

17 Wothe asked what happened at the City Council meeting regarding the application from
18 Interfaith Outreach and Community Partners (IOPC) for tax abatement.
19

20 Nelson stated this application had to be scheduled for a public hearing, which had been
21 noticed to be held on October 21 but IOPC had asked to have this postponed. It will go
22 back to the City Council on November 5. The City Council had expressed concerns that
23 the request did not express a specific need and it should have been made with the initial
24 project request.
25

26 McGill stated Kim Vohs of IOCP had stated they had never been asked to find a reason
27 to ask for funds. The Policy amendment does not state what the HRA had suggested it
28 should say.
29

30 Shaver asked if the City would be setting a precedent by approving abatement for a
31 preexisting project or after the project has been completed.
32

33 Nelson stated from Staff's standpoint if you are doing a rehabilitation project that
34 improves the stock of rental housing then the City might consider tax abatement for a
35 specific portion of the project, not to cash flow the project. There needs to be some
36 stated improvement related to the project related to what the City would like to see
37 done.
38

39 McGill asked if IOPC had justified the need for the money.
40

41 Nelson clarified the stated need is for future maintenance costs.
42

43 Shaver stated in order to approve this type of request then there should be a
44 demonstrated need showing the cash flow does not allow for setting up a reserve for
45 capital improvements.
46

47 Ambrose stated there is a need for existing rental housing to be maintained. He asked
48 what percent of the housing was multi-family and rental housing.

1
2 Nelson stated 45% of housing is multi-family and 35% is rental and 75% of the multi-
3 family housing is rental.

4
5 **NEW BUSINESS**

6
7 a. Consider future meetings at 7:30 a.m. on the 4th Thursday of the month:

8 a. January 22, 2015

9 b. April 23, 2015

10 c. July 23, 2015

11 d. October 22, 2015

12 Ambrose stated he has another meeting at 9:00 on the fourth Thursday of the month.

13
14 Nelson stated the third Thursday of the month would be the same week as the City
15 Council meetings. She would prefer the HRA meetings be moved to the second
16 Thursday of the month so they are off set from the City Council meetings so there is an
17 opportunity for either the City Council or the HRA to review items.

18
19 Shaver clarified it was the consensus of the HRA was to schedule future meetings for
20 the second Thursday of the month at 7:30 a.m. and a new calendar would be issued.

21
22 b. Consider certificate of completion for Laurent Westlake St. Development
23 Project dated 09-13-1995

24 Uram provided the background information on the Laurent Westlake Street
25 development. The HRA should have issued a Certificate of Completion when the
26 project was complete and this was not done. In order for the property to be sold the
27 Certificate of Completion must be issued.

28
29 Petit made a motion, seconded by Wothe to approve the Certificate of Completion for
30 the Laurent Westlake St. Development Project.

31
32 Uram stated there have been several closings on the property and this had not been
33 brought up until recently. He does not know that the City received a notice of
34 completion from the developer that would have triggered the issuance of the
35 certification. The City has issued certificate of occupancy for all the properties and the
36 TIF District has been decertified. At this time Staff can only assume that everything has
37 been taken care of pertaining to the property.

38
39 The motion was called to a vote. The motion passed 5/0.

40
41 Nelson provided an update on the housing numbers provided earlier. The information
42 was obtained from the 2009 Wayzata Affordable Housing Taskforce study.
43 Presbyterian Homes is not represented in this information. The Comprehensive Plan
44 will be updated in 2018 and the housing information would be reviewed again at that
45 time. The total housing units were 2,056 and of this 43% were single-family detached
46 and 57% are multi-family units. Of the multi-family units 65% (1344 units) are owner
47 occupied and 35% (410 units) are rental.

1 Petit stated before Presbyterian Homes about 20% of the City's housing was rental
2 units. Presbyterian Homes added approximately 300 units.

3
4 Nelson clarified that the nursing home units would be counted differently than the
5 assisted living and independent care units.

6
7 Shaver stated the City has not considered if they would continue to maintain this
8 percentage or increase it similar to surrounding communities.

9
10 Nelson stated there would be a tour of Presbyterian Homes West and Plaza blocks that
11 are under construction on Tuesday October 28 at 4:00 p.m. There would be another
12 tour in approximately February. Anthropology was announced as the anchor tenant in
13 the West Block and they are expected to be opened by August. The all age apartments
14 are being named Quayside and the condos are called the Regatta. The senior housing
15 will be named according to the other blocks. They have also signed a lease for another
16 restaurant in the West block.

17
18 ADJOURNMENT

19 There being no further business; McGill motioned to adjourn at 8:24 a.m., Wothe
20 seconded the motion and the motion carried 5/0.

21
22 Respectfully submitted,

23
24 
25

26 Becky Malone
27 Deputy City Clerk
28 City of Wayzata
29

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