**City of Wayzata**
600 Rice Street
Wayzata, MN 55391-1734



TO: Mayor Willcox and Councilmembers
Heidi Nelson, City Manager

FROM: Kathy Ovshak, Finance Manager

DATE: January 15, 2014

RE: Council wage comparison – workshop material

Staff was asked to gather comparison data of Councilmember's and Mayor wages for review. Attached is the information received from the League of Minnesota's website. The biggest comparison area are cities with populations from 5,000 – 10,000 and then the 3 cities with comparable tax capacities. I've also included some information on PERA.

Phone: 952-404-5300 Fax: 952-404-5318 e-mail: city@wayzata.org home page: www.wayzata.org

Council wage analysis

Mayor & Council wages have been the same since 1996: Mayor $4,500 & Council $3,000
Years 2010 & 2011 wages were decreased to: Mayor $3,150 & Council $2,000

| **Council Wayzata** | **$3,000** | | **Mayor Wayzata** | **$4,500** | |
|---|---|---|---|---|---|
| cities with population of 5,000-10,000 | Annual wage | additional pay | | Annual wage | additional pay |
| Circle Pines | $3,900 | | | $4,500 | |
| Corcoran | $1,200 | | | $1,800 | |
| Dayton | $4,800 | | | $6,000 | |
| Falcon Hts. | $3,400 | | | $5,400 | |
| Jordan | $3,600 | | | $4,800 | |
| Lake Elmo | $3,130 | | | $3,915 | |
| Mahtomedi | $3,600 | | | $4,800 | |
| Medina | $3,000 | | | $4,250 | |
| Minnetrista | $3,600 | | | $4,800 | |
| Mound | $3,000 | | | $4,500 | |
| New Prague | $3,144 | $50 for sp.mtgs | | $4,440 | $50 for sp.mtgs |
| Oak Grove | $4,100 | $95/mo for EDA | | $4,772 | $107.50/mo for EDA |
| Orono | $3,500 | | | $4,200 | |
| Shorewood | $3,000 | | | $3,600 | |
| Spring Lake Park | $5,787 | | | $7,234 | |
| St. Anthony Villag | $6,000 | | | $7,500 | |
| St. Francis | $3,900 | $35 for sp.mtgs | | $4,500 | $35 for sp.mtgs |
| St.Paul Park | $3,800 | | | $4,350 | |
| Victoria | $2,400 | | | $2,700 | |
| | | | | | |
| **Average** | **$3,624** | | | **$4,635** | |
| | | | | | |
| | | | | | |
| cities with comparable tax capacities | | | | | |
| | | | | | |
| Brooklyn Center | $8,805 | | | $11,500 | |
| Hopkins | $4,600 | | | $6,000 | |
| New Hope | $8,050 | $25 per EDA mtg. | | $11,170 | $25 per EDA mtg. |

Public Employees Retirement Association of MN
Creating opportunities for a successful retirement



# Elected Officials

Local elected public officials in Minnesota (except sheriffs) and persons who are appointed to elected positions have the option to participate in the Public Employees Retirement Association (PERA). Elected officials, who wish to exercise this option, must do so in writing by signing a form provided by his or her governmental subdivision or PERA. Participation in a PERA plan is *not* mandatory for local elected officials. Officials in elective positions are, therefore, free to not enroll in a PERA plan at all.

As of July 1, 2002, elected officials fall into one of two categories — governing body elected officials and non-governing body elected officials. A governing body elected official is one who has voting rights on how the organization operates. Examples include: city council, county boards, school boards and town councils. Non-governing body elected officials are those who do not hold voting rights on how the community conducts its business, such as clerks and treasurers.

Officials first elected prior to July 1, 2002 all fall under the single category of elected officials, but the monthly earnings of the individual dictated PERA eligibility options. (Those who reached or exceeded $425 in earnings in a calendar month qualified for the Coordinated Plan; otherwise eligibility was limited to the Defined Contribution Plan.)

PERA offers two retirement plans that can provide coverage to elected officials: the Defined Contribution Plan (DCP) and the Coordinated Plan, which is a defined benefit plan. The DCP is open to all local elected officials, except county sheriffs. Membership in the Coordinated Plan is, for the most part, restricted to non-governing body elected officials who earn more than $425 in a calendar month. Non-governing body elected officials usually serve the public as city or township clerks, county auditors, treasurers, or attorneys. An elected official may not participate in both the DCP and the Coordinated Plan for the wages earned in a single elected position.

## Defined Contribution Plan

### Eligibility and Participation

The DCP is a voluntary plan. It is not required that elected officials participate in it. Furthermore, elected officials can start and stop participation in the DCP at any time. So, even those officials who have been in a particular office for an extended period of time can enroll in the DCP. Similarly, there is no minimum salary requirement for someone to participate in the plan.

Elected officials may choose to discontinue the membership at any time. However, a refund of the value in the account may not be taken until the official leaves office.

### Contributions

Elected public officials contribute 5 percent of their elected position salary to the DCP and their employers contribute an equal share.

### Investments

DCP participants designate a percentage of total contributions to be placed in one or more of seven accounts of the Minnesota Supplemental Investment Fund. Contributions made by the official and his or her employer are combined and used to purchase shares in accounts selected by the participant. The investment goals of these accounts and the returns the accounts have achieved are described in *Investment Options, Minnesota Supplemental Investment Fund*, published by the Minnesota State Board of Investment.

## Coordinated Plan

### Eligibility and Participation

Membership in the Coordinated Plan is voluntary for elected officials and is largely available only to those serving in non-governing body positions that earn more than $425 in any calendar month. There is, however, one exception to this overall eligibility rule.

If the official was first elected prior to June 30, 2002 and he or she chose to enroll in the Coordinated Plan (assuming eligibility rules were met) he or she must remain in the Coordinated Plan until he or she leaves office.

An eligible elected official may exercise the option to enroll in the Coordinated Plan at any time during his or her tenure in office, but must do so in writing. The decision to enroll is irrevocable during incumbency, including all successive terms in that office.

**Contributions**

Elected public officials contribute 6.25 percent of their elected position salary to the Coordinated Plan, while the employer contribution is 7.25 percent of salary (employer rate is based on the matched employee rate plus and employer additional of 1.00 percent).

**Medicare and Social Security Coverage for Elected Officials**

Withholding under the Federal Insurance Contribution Act (FICA) falls into two categories — Medicare at 1.45% of pay and Social Security at 6.2% of pay. Medicare coverage is required for all employees hired or elected after March 31, 1986.

| Retirement Coverage | Coverage Explanation |
|---|---|
| Coordinated Plan and Social Security | The elected official first took office before 7/1/2002 and opted to join the Coordinated Plan after having earned over $425 in a calendar month. (Coverage in PERA's Coordinated Plan and Social Security must continue through incumbency in office.) |
| DCP and Social Security | The elected official first took office before 7/1/2002 and, although monthly earnings exceeded $425, chose to join PERA's DCP instead of the Coordinated Plan. (The FICA Social Security coverage must continue through incumbency in office.) |
| DCP only | The elected official took office before 7/1/2002, opted to join the DCP, and the pre-July 2002 earnings were always $425 or less,<br>or<br>The elected official first took office on or after 7/1/2002 and chose to join the DCP. |
| Social Security Only | The elected official first took office before 7/1/2002, had pre-July 2002 earnings of $425 or more, and chose not to join either the DCP nor the Coordianted Plan,<br>or<br>The elected official first took office on or after 7/1/2002 and chose not to join the DCP. |

Additional information regarding elected officials is available in Elected Official subsection of the Members directory of our Web site and in the PERA Membership for Elected Officials brochure.

Last updated 12/19/2011

Printer-friendly Version

60 Empire Drive, Suite 200, St. Paul, MN 55103 / 1-800-652-9026 or 651-296-7460 / FAX 651-297-2547

Public Employees Retirement Association of MN

Creating opportunities for a successful retirement



## Contributions

Employers must withhold PERA deductions from the salary of employees who qualify for membership. The exact percentage of the salary withholding is determined by the plan in which the employee is enrolled. In each plan, the employer makes a separate employer contribution on the member's behalf, which is either at the same rate or higher than the employee's contribution.In all cases, **contributions are due to PERA within 14 calendar days of when the employee is paid**. For example, if the employees' paid date was the 15th of the month, contributions must be received by PERA no later than the 29th of that same month.

The 2013 employee and employer contribution rates are shown below.

Contribution rates under both the Defined Benefit Plans and the Defined Contributions Plans are subject to change by the Minnesota Legislature.

**NOTE REGARDING 2014 RATES:** The only rate change in 2014 is for the Police & Fire Fund, as listed below. All other plans remain at the rates listed in the following table:

| Plan | Employee Rate | Employer Rate | Employer Additional | Employer Total |
|---|---|---|---|---|
| Coordinated (effective 01/01/11) | 6.25% | 6.25% | 1.00% | 7.25% |
| Basic (effective 01/01/02) | 9.10% | 9.10% | 2.68% | 11.78% |
| Correctional (effective 7/1/99) | 5.83% | 8.75% | n/a | 8.75% |
| Police & Fire (effective 01/01/11) | 9.6% | 14.4% | n/a | 14.4% |
| Police & Fire (effective 01/01/14) | 10.2% | 15.3% | n/a | 15.3% |
| Defined Contribution Plan - elected officials and physicians | 5.00% | 5.00% | n/a | 5.00% |
| Defined Contribution Plan - City Managers/Administrators (effective 01/01/11) | 6.25% | 6.25% | n/a | 6.25% |
| Defined Contribution Plan - Volunteer or on-call firefighters not covered for that service by the PERA Police and Fire Plan or by a relief association under chapter 424A | 7.5% or more - made either solely from compensation paid to the covered firefighter or through a combination of member deductions and employer contributions. Refer to the DCP Chapter of the Employer Manual for further details. | | | |
| Defined Contribution Plan - ambulance service personnel | Participation and rates set by the employer | | | |

PERA contributions are calculated from an employee's gross salary. The employee contributions are to be withheld from pay before deducting contributions to a 457 deferred compensation plan, certain supplemental retirement plans, or other voluntary reductions in salary. Federal and state income taxes are calculated on the amount remaining after PERA and other tax-deferred contributions are subtracted from gross salary. For information on determining whether you should withhold deductions from various types of employee compensation, refer to the Chapter 5, Eligible Earnings, in the Employer Manual.

Again, contributions, as well as the salary report, are due within 14 calendar days of the date the employee is paid.

**Historical Contribution Rates**

To view the historical contribution rates under PERA's Defined Benefit Plans, click here. The current rates are also listed in Chapter 7, Contribution Reporting, of the PERA Employer Manual.

Last updated 9/10/2013

Printer-friendly Version

**New PO Box for SDRs and Payments**

The post office that serves PERA recently moved to a new location and as part of that move, we have been issued a new PO Box Number.

Effective February 16, 2013 all checks and Salary Deduction Reports should be mailed to:

Public Employees Retirement Association
PO Box 4383
St Paul MN 55101-4383

## PUBLIC WORKS

| | |
|---|---|
| **To:** | Wayzata City Council and City Manager |
| **From:** | Dave Dudinsky, Director of Public Service |
| **Date:** | 1/16/2014 |
| **Re:** | Emerald Ash Borer (EAB) Workshop |

Within the EAB presentation given by staff at the December 3rd council meeting, it was recommended that staff hold a public forum in the first part of 2014 so the public has the opportunity to become informed about EAB and has the opportunity to comment on how the City proposes to manage the EAB infestation once it arrives in the City.

At the EAB workshop, city staff will review the outline prepared for the proposed EAB Public Forum to be held on Saturday, February 22nd in the community room at city hall.

A copy of the December EAB presentation is attached for reference.

**EAB COUNCIL WORKSHOP**

**Outline of Agenda for**

# EAB Public Forum

**February 22nd, (Saturday) 2014**
**Community Room at City Hall**
**From 9am till 11am**

1. What is emerald ash borer (EAB)?
    - Metallic emerald green beetle – Native to Asia
    - ¼ inch to ½ inch in length
    - Life cycle revolves around ash trees
    - The larva feed under the bark on the tree's water conducting tissue

2. At Wayzata's doorstep
    - Currently 9.5 miles away – Lakewood Cemetery in 2013
    - Completed ash tree inventory on City Right-of-Way – Trees are rated - Exhibit C
    - Council to give direction to staff on an EAB Management Plan
    - City is working on a City tree ordinance-How to address EAB once it is identified in Wayzata
    - All Full time Parks Department personnel to be trained and certified as tree inspectors
    - Hold public forums in February to address resident concerns

3. Treatments for EAB
    - Various treatments available and new ones on the horizon
    - Estimated "ball park" cost to treat a tree is $5 per caliper inch per treatment for public and private trees
    - The City will begin treatment on selected public trees once EAB has been identified in Wayzata
    - Reference: Ash Trees on City Right-of-Way Map; Exhibit C

4. 2014 Proposal for removal of trees rated 0 to 1
    - Remove 33 ash trees (rated 0 to 1)
    - Grind stumps as needed
    - Plant 35+ new trees
    - Average yearly tree related work orders

5. 2015 Proposal for removal of trees rated 2 and replace trees where appropriate
    - Remove up to 82 ash trees (rated 2)
    - Grind stumps as needed
    - Plant replacement trees (?)

6. Ash trees on private property
    - Encourage residents to take action
    - Determine condition (rating) of your ash trees
    - For ash trees removed, recommend replacing with a diversified stock of trees
    - Trees on private property are not the responsibility of the City
    - City sponsored tree sale for Wayzata residents via City of Plymouth Program

## WHAT SHOULD THE HOME OWNER DO?

1. Have your Trees identified
   - A City Tree Inspector or a City licensed tree contractor can determine your type of tree.
2. Determine the condition of your Ash Trees
   - Is it healthy and structurally sound?
   - What is its value to your landscape and is the tree worth investing in?
3. Assuming the tree is worth investing in, should I treat it or not?
   - If yes, obtain bids for treatment from City of Wayzata licensed Tree Contractors.
   - If no, obtain bids for removal and replacements from City of Wayzata licensed tree contractors
   - Plant a diversity of trees. The City encourages residents to replace trees lost to EAB with species appropriate for the site, and-or plant trees in advance of EAB infestation as a way of maintaining the City's tree canopy cover and lessening the potentially significant economic and environmental impact of EAB.
4. Consider the City sponsored tree sale:
   - The City of Wayzata, in correlation with the City of Plymouth, will be holding an annual tree sale. The City will offer Non-EAB susceptible, large canopy replacement trees at wholesale prices.
5. Who is responsible for the ash trees if they die?
   - The City will remove the trees that are in the city right-of-way (street boulevards) or on city property (parks, etc.).
   - Property owners are responsible for the removal and proper disposal of the debris for all trees on their property.
6. Property owners are urged to monitor ash trees for EAB. For example, Asian Longhorn Beetle was first detected in Massachusetts by a private citizen.
7. How can I select a licensed tree contractor?
   - Avoid door to door salesman and guys working out of the back of their truck. Stick with reputable, established contractors. A list of licensed tree contractors can be obtained from the City of Wayzata at city hall.
8. Adopt an Ash Tree
   - The City plans to treat selected ash trees against the insect, once it is found in the City limits. It is not practical for the City to treat all ash trees owned by the city so therefore, the City will developed an Adopt an Ash Tree Program.
9. Adopt an Ash Tree Program (on City Property)
   - The cost for a resident to adopt an ash tree is estimated around $5.00 D.B.H. (Diameter at breast height).Residents can either make a contribution toward the program or can identify specific ash trees they wish to adopt.
   - The tree(s) will be graded by a city tree inspector to determine the tree(s) are worth treating.
   - Ash trees that are adopted and treated will be tagged to identify them as adopted trees.

# EMERALD ASH BORER

PRESENTATION

TUESDAY, DECEMBER 3, 2013

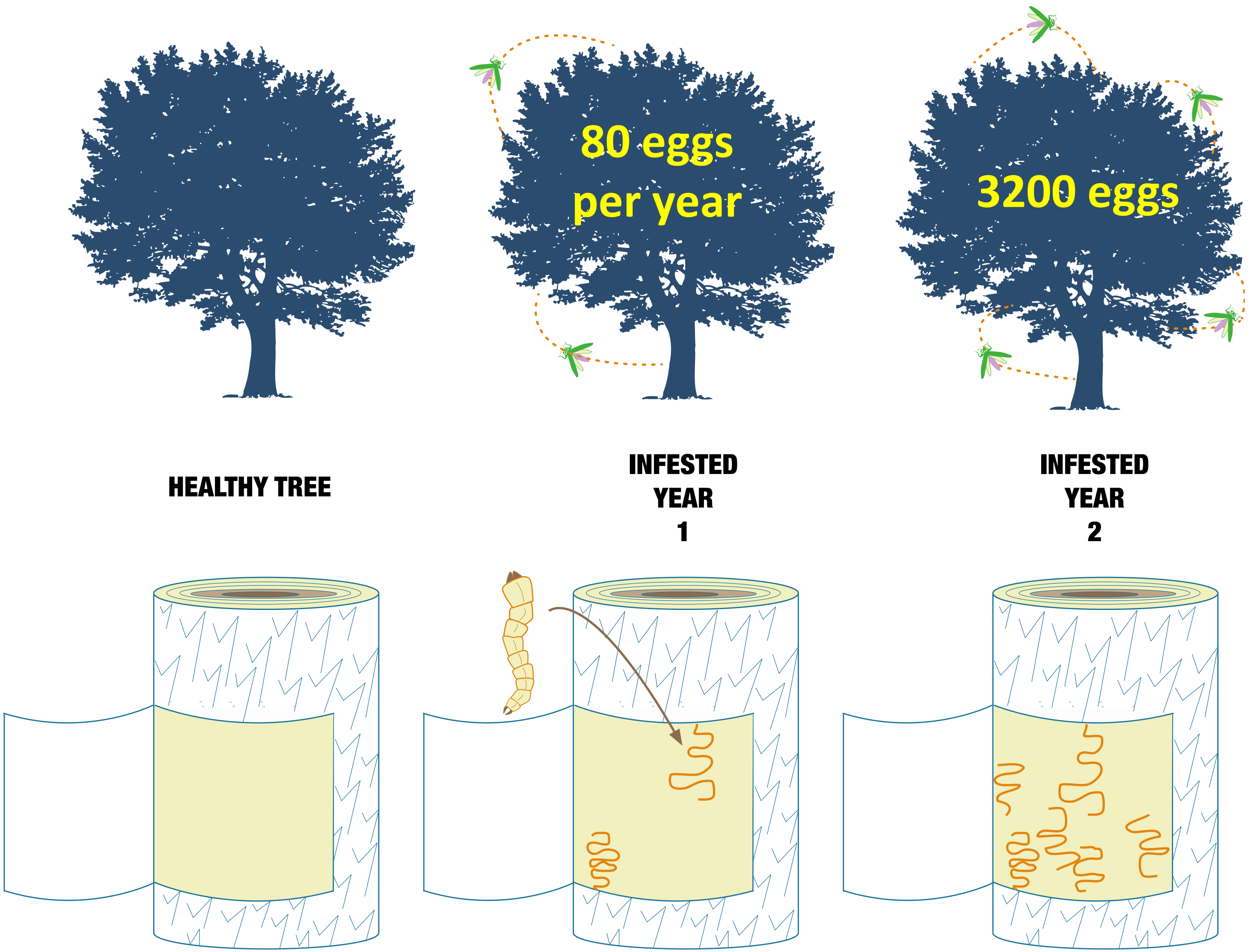
# What is the emerald ash borer (EAB)?

- Metallic emerald green beetle native to Asia
- 1/4 inch to 1/2 inch in length 
- Lifecycle revolves around ash trees

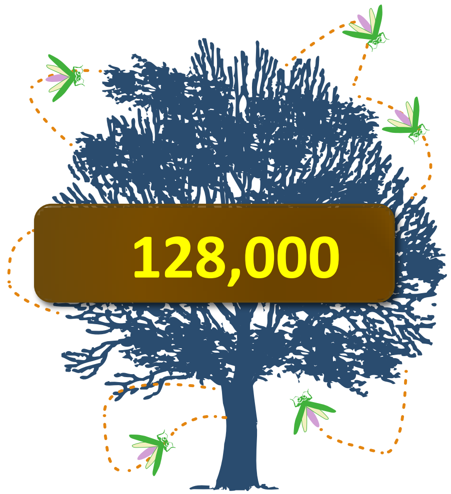

# The larva feed under the bark on the tree's water conducting tissue

Ft. Snelling 2012

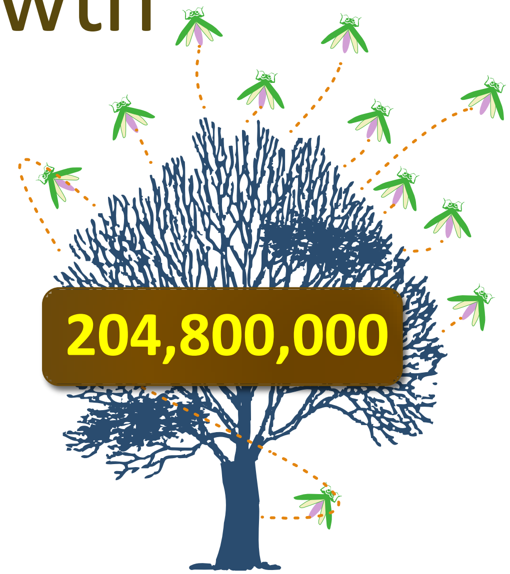
# EAB Population Growth



# EAB Population Growth





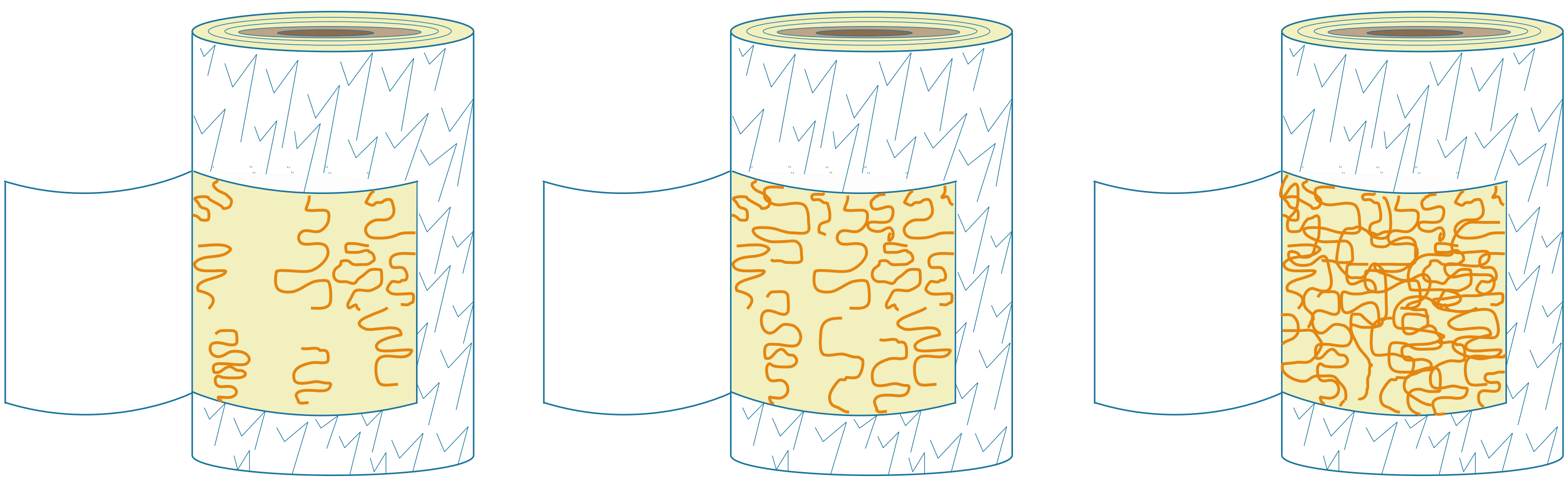



**IMPACT**

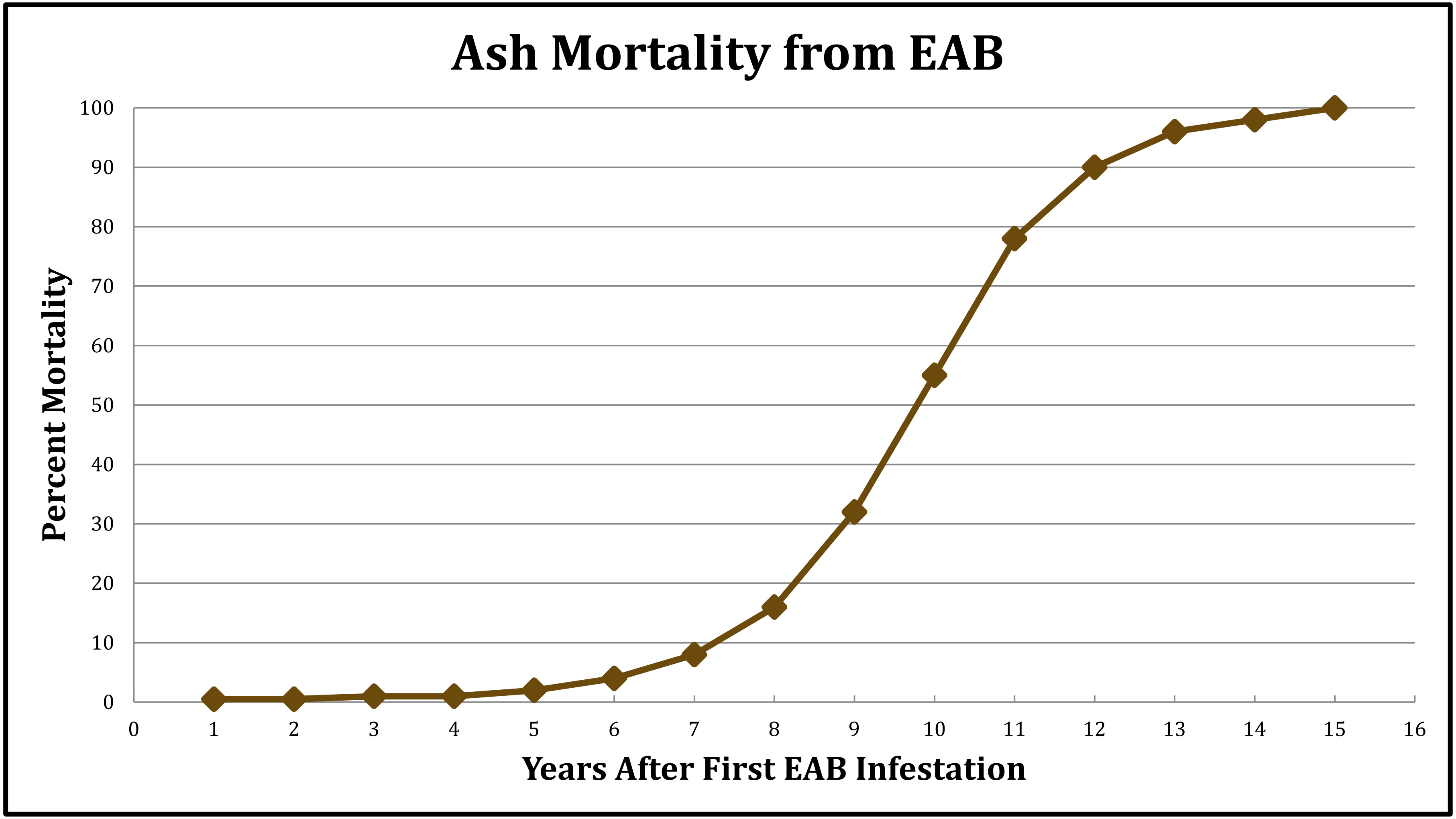
**Certain tree death**

**INFESTED YEAR 3**

**INFESTED YEAR 5+**



# Exponential Death Curve



# Dying and Dead Ash Trees

- Trees that are dying or dead are dangerous to remove
- Ash trees dry out quickly and become brittle
- Trees on private property may become hazardous to neighboring properties.


IMPACT
Look and feel of the city

# EAB on the doorstep of Wayzata

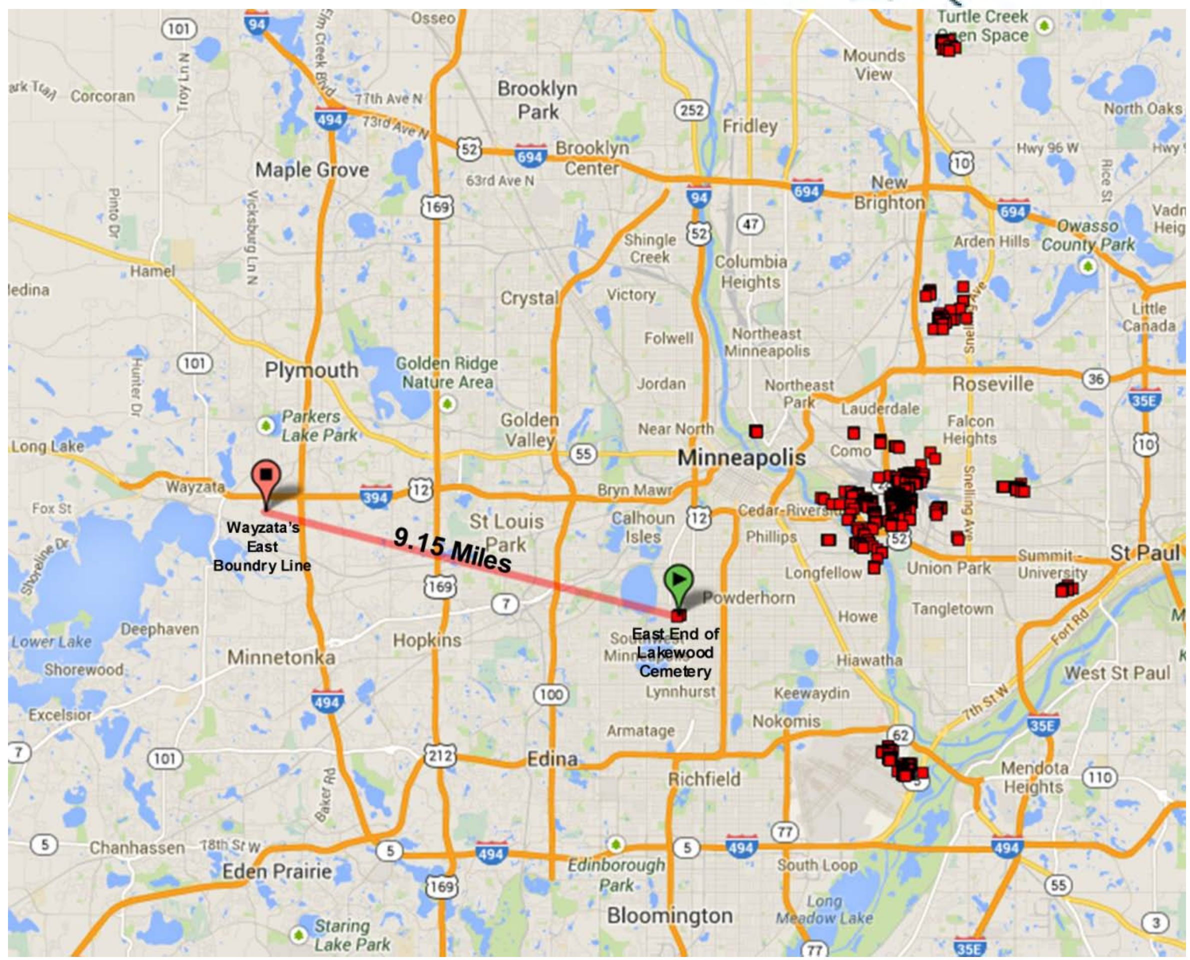
- Completed ash tree inventory on City Right-of-Way

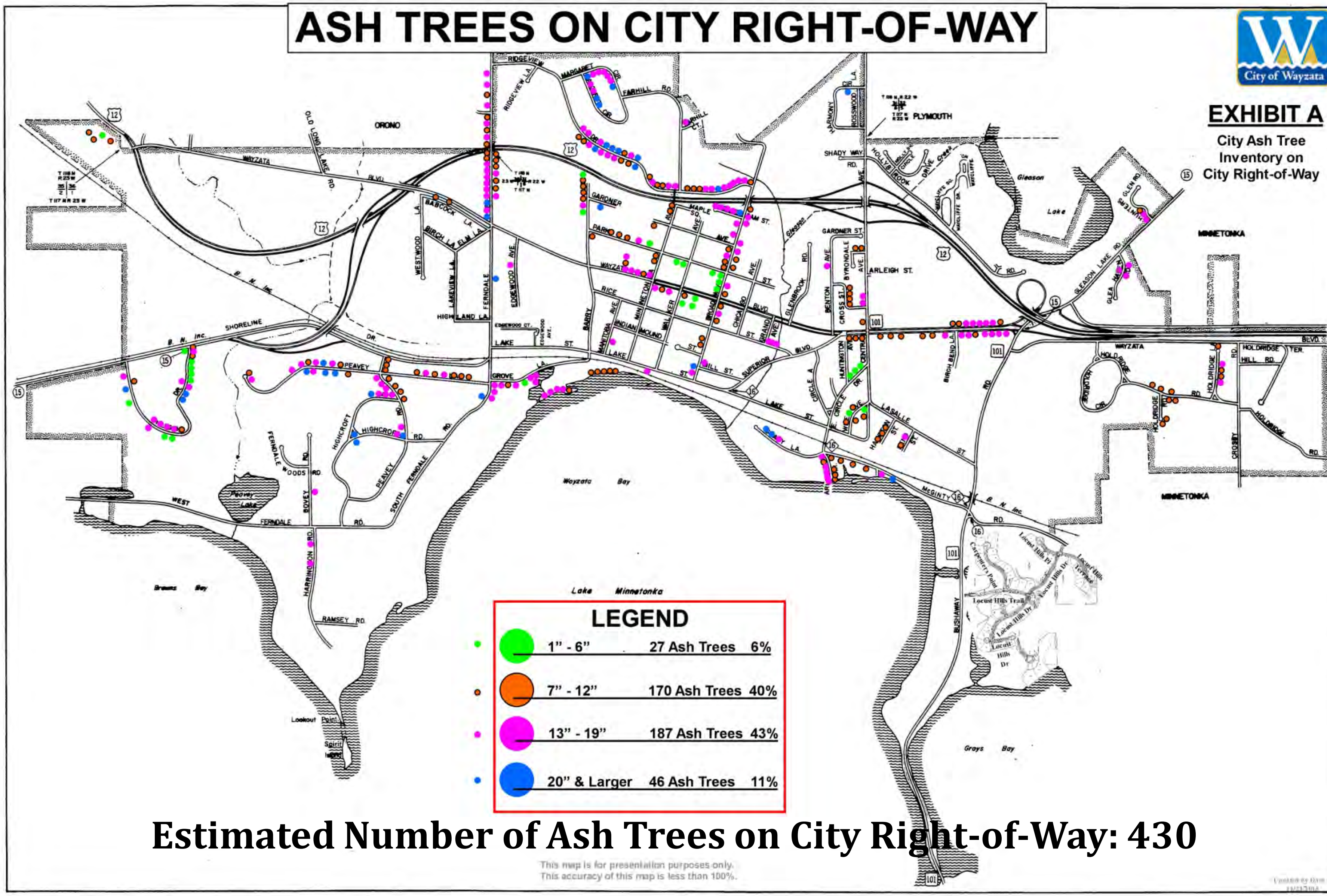
- Initial EAB Presentation at City Council Meeting April 16th, 2013

- Goal of EAB Presentation is for the Council to give direction to staff in the drafting of an EAB Management Plan for the Council to ultimately adopt.

# Where is the nearest emerald ash borer infestation from Wayzata?

- Currently 9.15 miles away
- Discovered in 2002 in Detroit, MI
- Found in St. Paul in May, 2009
- Found in Minneapolis in February, 2010
- Found at Lakewood Cemetery 2013






**Estimated Number of Ash Trees on City Right-of-Way: 430**

# ASH TREES ON CITY RIGHT-OF-WAY

Rainbow Treecare
Scientific Advancements

For discussion purposes only, Rainbow estimated the cost to remove all Ash Trees from City Right-of Way-

LEGEND

| | | | |
|---|---|---|---|
| 1 | 1" - 6" | 26 Ash Trees | 6% |
| 2 | 7" - 12" | 172 Ash Trees | 40% |
| 3 | 13" - 19" | 184 Ash Trees | 43% |
| 4 | 20" & Larger | 49 Ash Trees | 11% |

| No. of Trees | Average DBH | Removal Cost/Tree | Removal Cost |
|---|---|---|---|
| 26 | 3.5” | $40 | $1,040 |
| 172 | 9.5” | $75 | $12,900 |
| 184 | 16” | $240 | $44,160 |
| 49 | 20” | $350 | $17,150 |
| **Est. Removal Costs** | | | **$75,250** |
| **Est. Stump Grinding Costs** | | | **$21,184** |
| **Total** | | | **$96,434** |

# ASH TREE RATINGS

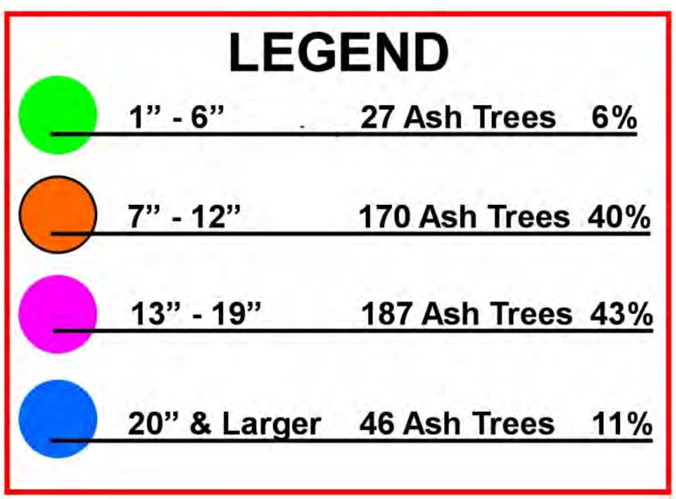
| | | |
|---|---|---|
| 0= | DEAD | (2 trees) |
| 1= | POOR CONDITION | (31 trees) |
| 2= | MARGINAL CONDITION | (82 trees) |
| 3= | GOOD CONDITION | (170 trees) |
| 4= | EXCELLENT CONDITION | (145 trees) |

# What is considered a significant Ash Tree?

- Mature trees are on average 20” or greater with the exception of a few trees under 20” but in a high profile area, excellent condition and should be treated.
- We recommend starting treatment on our chosen mature and semi mature trees once the EAB is identified in Wayzata.
- There are a total of 145 Mature trees to consider treating due to size, location and are in excellent condition.

# ASH TREE TREATMENTS FOR EAB

- Treatments available today to treat EAB include drilling a hole, root soaking and spraying.  Some treatments are annual and some last two to three years. More types of treatments are on the horizon. *Estimated "ballpark" cost to treat a tree is **$5** per caliper inch per treatment.




= $5 to $30
=$35 to $60
=$65 to $95
=$100 plus

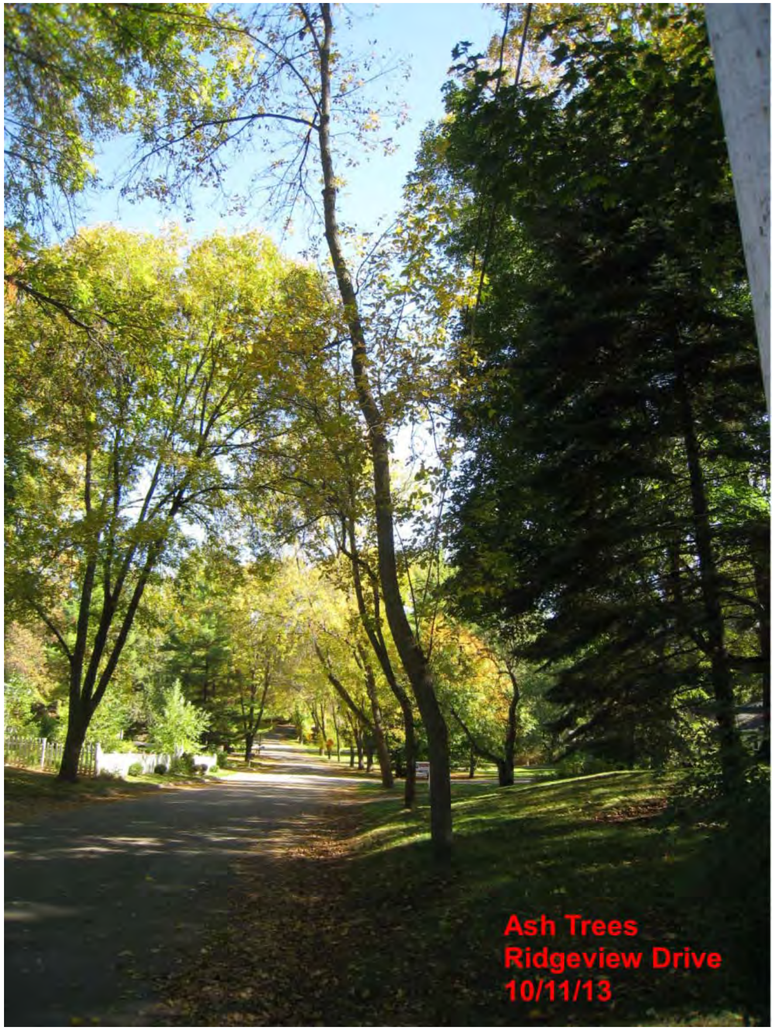
*** Est. from Commercial Company**

# Example of ash trees that we propose to treat for EAB

# Example of ash trees that we propose to treat for EAB

# Example of ash trees we propose to remove and replace with appropriate replacement trees.

# THIS IS AN EXAMPLE OF AN ASH TREE THAT WILL BE REMOVED AND NOT REPLACED



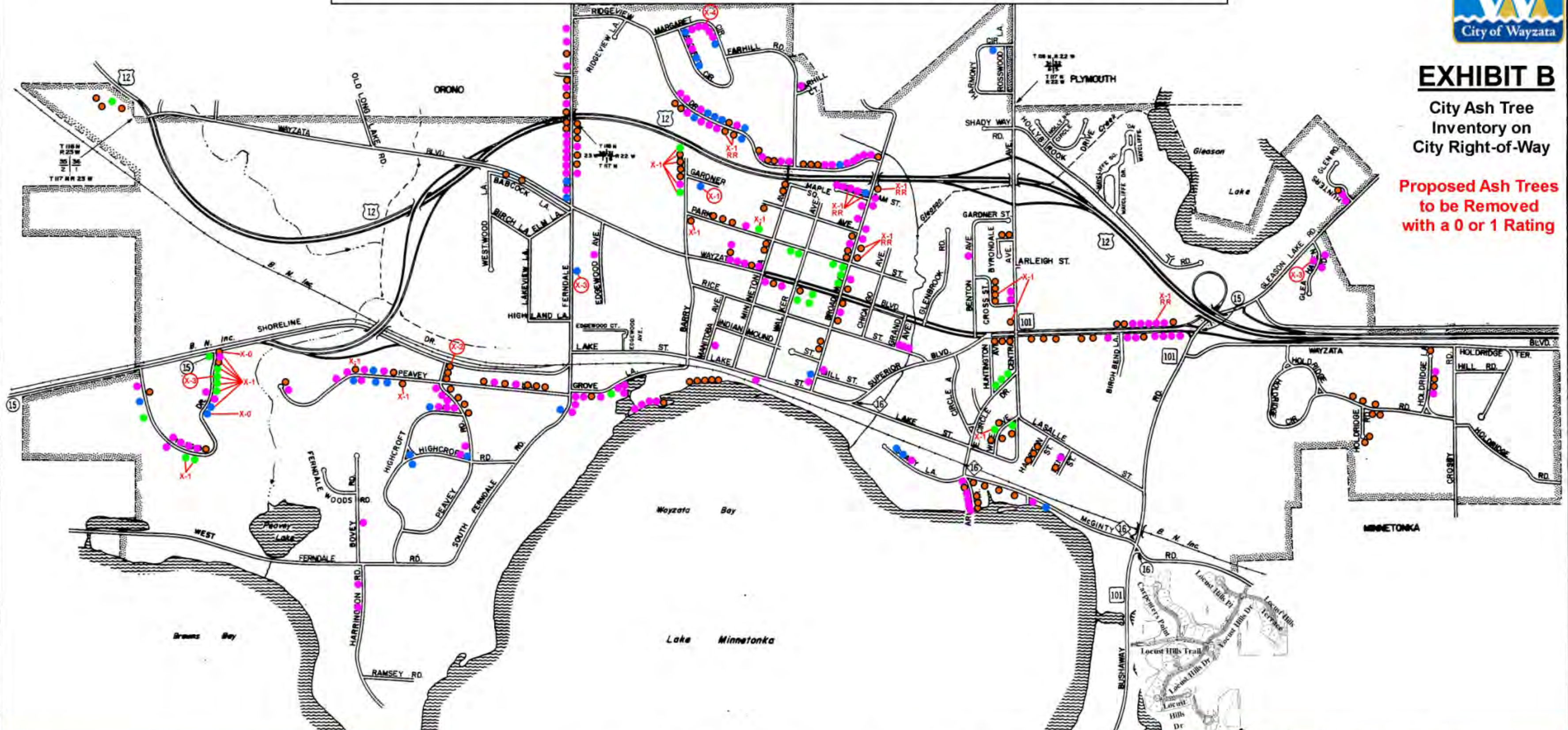
# ASH TREES ON CITY RIGHT-OF-WAY

City of Wayzata

## EXHIBIT B

City Ash Tree
Inventory on
City Right-of-Way

Proposed Ash Trees
to be Removed
with a 0 or 1 Rating




## ASH TREE RATINGS

(0) Dead

(1) Poor Condition

(2) Marginal Condition

(3) Good Condition

(4) Excellent Condition

RATING OF ASH TREES ON CITY RIGHT-OF-WAY

| | Ash Tree Ratings | | | | | | |
|---|---|---|---|---|---|---|---|
| SIZE | 0 | 1 | 2 | 3 | 4 | TOTALS | % |
| 1"-6" | 1 | 10 | 5 | 4 | 7 | 27 | 6% |
| 7"-12" | | 15 | 46 | 78 | 31 | 170 | 40% |
| 13"-19" | | 4 | 29 | 71 | 83 | 187 | 43% |
| 20"& Larger | 1 | 2 | 2 | 17 | 24 | 46 | 11% |
| TOTALS | 2 | 31 | 82 | 170 | 145 | 430 | 100.00% |
| % | 0% | 7% | 19% | 40% | 34% | = | 100.00% |

This map is for presentation purposes only.
This accuracy of this map is less than 100%.

## LEGEND KEY

X - (* 0 or 1) - (Remove Tree) 25 Ash Trees

RR - Remove - (And Replace) 8 Ash Trees

X - Removed - (Lost in Storm) 6 Ash Trees

* (0 or 1) (is the Tree Rating) ----

# 2014 – Proposal for removal of trees rated 0 to 1. These trees are a potential risk, in poor condition or in a poor location.

| | |
|---|---|
| • Remove 33 ash trees rated 0 to 1): | $3,300 |
| • Grind Stumps (as needed) | $2,300 |
| • Plant 35+ new trees<br>(Includes planting of trees, watering, mulching and formative pruning)<br>(8 trees are replacements for removed ash trees)<br>(27 trees are replacements for other reasons, storm related, etc.) | $15,000 |
| • Average yearly tree related work orders | $7,500 |
| • If EAB is identified in the city in 2014 this money would be available to start treatment of trees in the City Right-of-Way | $9,300 |
| • **TOTAL** | **$37,400** |

# 2015 – Proposal for removal of trees rated 2 and replace trees where appropriate.

| | |
|---|---|
| • Remove up to 82 ash trees rated 2 (marginal condition) | $ 10,500 |
| • Grind Stumps | $ 6,100 |
| • Plant Replacement Trees? | $ ??,??? |
| • Average yearly tree related work orders | $ 7,500 |
| • If EAB is identified in the city before 2015 this money would be available for treatment of trees in the City Right-of-Way | $ ??,??? |
| • *Estimated Proposed Budget 2015? | **$40,000?** |

* Should be able to more clearly define the needs of the 2015 budget based on the status of EAB toward the end of 2014.

# Large Shade Trees Suitable for Replacing Ash Trees

- DECIDUOUS TREES 60’ TALL OR GREATER AT MATURITY
- DECIDUOUS TREES 26-50’ TALL AT MATURITY
- American Elm
- Black Cherry
- Basswood
- Cockspur Hawthorn
- Bitternut Hickory
- Honey Locust
- Black Walnut
- Ironwood
- Bur Oak
- Quaking Aspen
- Freeman Maple
- Ohio Buckeye
- Ginkgo
- Hackberry
- Kentucky Coffee Tree
- Little Leaf Linden
- Northern Catalpa
- Red Maple
- Red Oak
- River Birch
- Sugar Maple
- Swamp White Oak
- White Oak

# Ash Trees on Private Property

1. Offer education about EAB and management options
2. Encourage residents to take action
3. Initiate tree sale for Wayzata Residents via City of Plymouth Program
4. What can private property owners do?
   a. Have your Ash Trees Identified.
   b. Determine (Rate) condition of your ash trees.
   c. Obtain bids for EAB treatments.
   d. For ash trees removed, replace with a diversified stock of trees.

# STAFF RECOMMENDATIONS

- Our existing City tree ordinance should be reviewed and modified so it clearly address the procedures our tree inspectors will follow for removal of infected ash trees once EAB has been identified in the city.
- Currently, two Parks Department personnel are trained and certified as tree inspectors. Effective in March, 2014, it's anticipated that all three fulltime Parks Department personnel will be trained and certified. Will we need more man power to deal with tree inspections as the ash mortality from EAB increases?
- Staff and council should reassess funding for tree removal, replacements, and treatments on a yearly basis over the next several years.

# STAFF RECOMMENDATIONS

- Hold public forum(s) in January-February of 2014 so the public becomes informed and has the opportunity to comment on the EAB proposed plan of action.
- Staff report back to the City Council with a proposed plan of action in March of 2014.
- Starting in the spring of 2014 offer tree planting program options for private property owners such as the Plymouth tree replacement program.
- Staff has been utilizing the services of Heritage Shade Tree Consultants as our EAB consultant in preparation of this presentation and recommend we continue to do so for the foreseeable future on an as needed basis.
- Start treatments for EAB on selected ash trees in our public right-of-ways once EAB has been identified within the City.

# For More Information Regarding Emerald Ash Borer (EAB) Follow The Links Below

- Minnesota Dept of Ag http://www.mda.state.mn.us/eab
- University of Minnesota http://www1.extension.umn.edu/garden/insects/find/emerald-ash-borer/
- MN Dept of Natural Recourses http://www.dnr.state.mn.us/invasives/terrestrialanimals/eab/index.html

# CITY OF WAYZATA

## MEMORANDUM

**To:** Wayzata City Council

**From:** Mike Kelly and Dave Dudinsky

**Date:** 1/16/2014

**Re:** Replacement of Klapprich Park Hockey Boards

**Background**

In 2010, the City of Wayzata applied for and received a Hennepin County Youth Sports grant, which allowed for several improvements to be made at Klapprich Park. These improvements included the replacement of the lighting system, the installation of a sidewalk along Wayzata Blvd, and the installation of new hockey boards.

In 2012, staff began to see excessive damage to the boards at the north end of the rink (see the attached photo). The damage was likely due to the boards being subject to the elements for several years. We have learned that several communities have experienced similar damage to their rinks, when left outside permanently.

Late in 2013, staff contacted the vendor of the hockey boards to discuss repair or replacement of the boards. The vendor offered several options; replacement of broken panels for permanent install, replacement of broken panels and conversion to a portable system, or buyback of the existing system and replace with something else.

Staff was uncomfortable with a simple replacement of the panels as the warranty had expired and did not want to deal with damaged panels again in the near future. The conversion to a portable system posed several issues, particularly storage of the materials and assembly and disassembly of the rink each year. The buyback option seemed to be the best option.

The vendor has offered to buy back the hockey board system for 2/3 of the original material cost or $24,320. A copy of the vendor's proposal is attached for your review. The City has used this system for four (4) years and feels that the buyback money could be used to construct a wooden hockey board system, similar to the original system found a Klapprich Park several years before. It is estimated that a new, wooden hockey board system could be constructed and installed by the public works staff for approximately $8,000.

**Recommendation**

Staff recommends acceptance of the buyback proposal, in the amount of $24,320, and construction of a new, wooden hockey board system.

# PROPOSAL

Sports Resources Group (SRG) proposes to "buy back" the hockey board system (180'x76') installed at Klapprich Park in the fall of 2010. The material costs for the hockey board system was $32,600. SRG proposes to pay the City of Wayzata for 2/3 of the material costs ($24,320.00) under the following conditions:

- SRG has already agreed to patch the existing failures in the hockey board panels before the 2013-2014 outdoor hockey season.
- SRG agrees that the hockey board system not be removed until after the 2013-2014 outdoor hokey season but will be removed from Klapprich Park by May 31, 2014 or earlier if ground conditions allow the removal with minimal damage to the park grounds.
- SRG will be responsible for all costs for the shipping out of the hockey board system.
- The City of Wayzata agrees to assist SRG in the disassembly of the hockey board system.
- SRG agrees to make payment of $24,320.00 to the City before the hockey board system is removed but no later than May 1st, 2014.
- By the signing of this proposal by both parties, it is agreed that neither will take any legal action against the other party.

| Sports Resources Group | City of Wayzata |
|---|---|
| By: [signature] | By: |
| Name: Chris Guertin | Name: |
| Title: President | Title: |
| Date: 10/21/13 | Date: |