

WAYZATA CITY COUNCIL MEETING AGENDA
Wayzata City Hall Community Room, 600 Rice Street
Friday, November 7, 2014

7:00 AM - SPECIAL CITY COUNCIL MEETING

ITEM	DESCRIPTION	PRESENTER	TT	JA	KW	AM	BA	VOTE	PAGE #
1	Roll Call								
2	Approve Agenda								
3	Canvass Election Results								
a.	Consider Resolution #31-2014 Canvassing the Returns and Declaring the Results of the November 4, 2014 City General Election								
4	Adjournment								

**WAYZATA CITY COUNCIL WORKSHOP MEETING WITH MEMBERS OF THE HRA
(IMMEDIATELY FOLLOWING THE 7:00 AM SPECIAL CITY COUNCIL MEETING):**

**1. DOWNTOWN PARKING - PROGRAMMING & PRE-DESIGN FOR MILL STREET
PARKING STRUCTURE**

Meeting Rules of Conduct:

Turn in white card for public forum and blue card for agenda item
Give name and address
Indicate if representing a group
Limit remarks to 3 minutes



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

Mayor:
Ken Willcox
City Council:
Jack Amdal
Bridget Anderson
Andrew Mullin
Tom Tanner
City Manager:
Heidi Nelson

MEMORANDUM

TO: Mayor Willcox and Councilmembers
FROM: Heidi A. Nelson, City Manager
DATE: November 7, 2014
RE: Downtown Parking --Programming and Pre-Design for Mill Street Parking Structure

At the regular meeting of October 7th, the City Council authorized an agreement for Pre-Contract Planning Services with LSA Design for Programming and Pre-Design for a Mill Street Parking Structure. The agreement is attached for Council reference.

Since October 7th, staff has met with LSA Design staff and provided them background material regarding the history of the discussion around downtown parking, various site plans that have been developed for the Mill Street area, parking agreements for the properties in the 600 and 700 blocks of the Lake/Mill Street, as well as engineering and geo-tech data that has been completed to date. Additionally, city staff and LSA Design staff have met with representatives of the Beltz and Carisch properties and Presbyterian Homes regarding parking. An outline for the November 7th workshop discussion is attached, which reflects the staff discussions to date and helps to scope this initial phase of programming and pre-design for Mill Street parking.

On Thursday, October 30th, city staff visited the 50th & France area of Edina with the project manager for their parking improvement project. The project, which is substantially complete, included the addition of real-time signage for existing parking structures, improvements to existing parking structures to improve aesthetics, lighting and way-finding within the ramps, as well as other landscape improvements in the area. Edina utilizes a parking district for the 50th & France business district to address both allocation of parking as well as maintenance costs for the parking facilities. Staff will provide a presentation of the Edina project at a future meeting. Staff from the Edina project and their 50th & France Business Association would also be willing to attend a future Council workshop, if the Council so wishes.



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Attachments:

LSA Design Programming and Pre-Design for Mill Street Parking
Workshop Discussion Outline
Initial Questions to Answer – Downtown Parking



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Planning
Architecture
Urban Design

Proposal

To: Heidi Nelson, City Manager - City of Wayzata
From: James B. Lasher
Project: Owners Representation on the Wayzata Parking Project
Subject: Pre-Contract Planning Services Proposal
Date: September 30, 2014

BACKGROUND

The City of Wayzata (City) wishes to begin work discussions, pre-project planning and scope of services definition for Owners Representative Services for the Wayzata Parking Project (Project).

WORK PROPOSAL

LSA Design agrees to engage as the City of Wayzata Owner' Representative and to assist with the Pre-Contract Planning Services:

1. Attend preliminary meetings with client and other interested parties to clearly understand the scope of services needed, financial implications and scheduling issues for the Project
2. Assist in identifying project opportunities and constraints that will impact the final scope of work for the Project.
3. Prepare existing conditions reports as requested by the City to assist in understanding the Project.
4. Solicit, on behalf of the City, additional site investigations such as geotechnical or environmental, that will assist in defining the final scope of services for the Project.

FUTURE CONTRACTS

This Proposal assumes that a Final Scope of Services and Fee will be negotiated and agreed to between both parties. This Proposal does not bind the City to any future services.

FEE PROPOSAL

LSA Design Inc. will complete all work as described as Pre-Contract Planning Services in the above Work Proposal on an Hourly Basis (Attached as Exhibit A) as directed by the City Manager. LSA will invoice the City at the end of each month for services rendered. Reimbursable Expenses will be in addition to the Hourly Services and will be billed at 105% of the Invoiced Amount.

SIGANTURES OF APPROVAL

The following signatures signify approval of the general terms and conditions of this Proposal.



10-2-14

James B. Lasher, President
LSA Design Inc.

Date

Heidi Nelson- City Manager
City of Wayzata

Date

EC: LSA File



James Lasher, Principal in Charge	\$170.00
Jo Ann Olsen, Principal Planner	\$150.00
Bill Fossing, Senior Engineer	\$150.00
Melissa Cross, Designer	\$70.00
Architect	\$120.00
Technician	\$50 to \$70
Administrative	\$50
Sub-Consultants*	\$110% of Invoice Amounts

*Optional sub-consultant services may include
 - M/E commissioning
 - Commercial marketing analysis



Tony Heppelmann, PE	\$147.00
Todd Hubmer, PE	\$147.00
Earth Evans, PE	\$119.00

PLEASE NOTE: We are providing these hourly rates with the understanding that we will negotiate a Contract for Services based on the exact scope of work as agreed to by the City of Wayzata.

Initial Questions to Answer - Downtown Parking

- Are we making the best use of what we have today?
 - Identify means/method to more effectively use existing parking
 - Signage (consider real time options)
 - Education/communication
 - Employee parking designation
 - Transit/shuttle
 - Interim conditions during construction
- Are we over-parked in current ordinance?
 - Consider revised standard
 - Anticipate off-peak/shared
 - Boundary of revised standard
- Parking & Mobility District
 - Boundaries
 - Maintenance costs/improvements
 - Allocation
 - Vehicle, Boat, Pedestrian, Bike, Transit/Shuttle (e.g. –trolley)
 - Designation for employee parking
- 700 – 600 Block Lake Street/ Promenade Real Estate
 - Corner of Lake/Superior
 - Redevelopment w/in block
 - Retail corner(s) to a parking structure
 - Partnership opportunities with Marquee Place, Presbyterian Homes, Beltz

WAZYATA CITY COUNCIL WORK SESSION – DISCUSSION OUTLINE

Nov. 7, 2014

Purpose of Meeting: Downtown Parking Plan Kick Off

1. Where are we today?
 - a. SRF Parking Study:
 - i. Summarize parking demand and capacity today, and future development scenarios
 - b. Lake Effect Framework:
 - i. Weave analysis and approach into this project
 - c. Wayfinding Study:
 - i. What has been implemented?
 - ii. What do we bring forward with this project, or do we revise to meet this project needs?
2. Are we making the best use of what we have today?
 - a. Potential areas of focus: Parking and/ or Mobility

Option A: Parking Focus

- a. Identify means/method to more effectively use existing parking
 - i. Are we overparked in current ordinance
 1. Consider revised standard
 2. Anticipate off-peak/shared
 3. Employee parking designation
 4. Valet
 - ii. Improved wayfinding
 1. Signage (consider real-time options)
 2. Education/communication
- b. Plan for future growth
 - iii. Parking demand/supply reflect development opportunities
 1. Corner of Lake/Superior
 2. Redevelopment within 700 Block
 3. Retail corners to parking structure in 700 Block
- c. Define Parking District
 - iv. Boundary of revised parking standard
 - v. Maintenance costs/improvements
 - vi. Allocation
- d. Programming and Pre-design
 - vii. Location and pre-design of parking facility
 - viii. Identify potential cost and gap

- ix. Partnership opportunities with Marquee Place, Presbyterian Homes, Beltz
- x. Funding/budget to build parking facility, cover gap
 - 1. TIF, capital funds, grants
 - 2. Assessment
- e. Procurement Analysis
 - i. Review implementation options
 - a. Design-Bid-Build
 - b. Design-Build
 - c. Public Private Partnership
 - d. Developer Turn Key
 - e. Design-Build-Operate-Maintain (DBOM)
 - ii. Select preferred procurement

Option B: Mobility Focus

- a. Expanded area beyond parking district, focusing on increased mobility
- b. Mobility elements:
 - iii. Trolley – look at fixed-route system with vehicle, signage and route information improvements...
 - iv. Bicycle – look at Bicycle Hub/Trail Head within downtown core area, potential physical improvements such as bike racks, secured interior bike parking, system maps, bike shop/repair center...
 - v. Pedestrian – clearly defined pedestrian ways and incorporating way finding, added lighting and urban design elements (benches, bollards, landscaping)
 - vi. Passenger vehicle – (see all elements above)
 - vii. Marina/boat – incorporating Lake Effect vision for added marina/slip locations, pedestrian connections to core area, etc.
- c. Expanded wayfinding
- d. Community/Business/Visitor outreach to identify priorities/opportunities
- e. Apply findings to accommodate more customers with fewer parking spaces
- f. Revise required parking demand
- g. Apply steps c, d, and e from Option A Parking Focus