

WAYZATA CITY COUNCIL MEETING AGENDA
Wayzata City Hall Community Room, 600 Rice Street
Tuesday, September 16, 2014

**5:00 PM - BUSHAWAY ROAD/COUNTY RD 101 PRE-CONSTRUCTION OPEN
HOUSE**

7:00 PM - CITY COUNCIL MEETING

ITEM	DESCRIPTION	PRESENTER	TT	JA	KW	AM	BA	VOTE	PAGE #
1	Roll Call								
2	Approve Agenda								
3	Public Forum - 15 Minutes (3 min/person)								
a.	Basketball Fever in Wayzata - Update on Podia from Wayzata Historical Society								
4	Consent Agenda								2
a.	Approval of Workshop Minutes of September 2, 2014 and Minutes of September 2, 2014								
b.	Approval of Check Register								
c.	Municipal Licenses Which Received Administrative Approval (Informational Only)								
d.	Police Activity Report								
e.	Building Activity Report								
5	Public Hearing								
a.	Consider Resolution #27-2014 Business Subsidy Criteria & Public Financing Policy	Nelson							40
6	New Business								
a.	Second Reading of Ordinance 746 Zoning Ordinance Amendment - Micro-brewery and Taproom and Second Reading of Ordinance 747 Authorizing the Issuance of Licenses for Off-Sale Brewpubs, Off-Sale Micro-Breweries, and On-Sale Taprooms	Nelson							84
b.	Consider Res. #24-2014 Certifying the Prelim. Property Tax Levy Payable for 2015	Uram							96
c.	Consider Resolution #25-2014 Adopting Municipal Fees for 2015	Uram							111
d.	Presentation of Telecommunications Compound Site Options	Dudinsky							133
e.	Consider Res. #26-2014 Granting Cable Franchise Extension Beyond 09-30-2014	Nelson							242
7	City Manager's Report and Discussion Items								
a.	Update on Mill Street Parking Request for Qualifications (RFQ)								
8	Public Forum (as necessary)								
9	Adjournment								

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

Upcoming Meetings:

City Council - October 7 & 21, 2014
Planning Commission - October 6 & 20, 2014

Members of the City Council and some staff members may gather at the Wayzata Bar and Grill immediately after the meeting for a purely social event. All members of the public are welcome.

WAYZATA CITY COUNCIL
DRAFT-WORKSHOP MEETING MINUTES
September 2, 2014

5:00 PM - 240 MINNETONKA CONCEPT

Mayor Willcox called the workshop meeting to order at 5:00 p.m. in the Community Room at Wayzata City Hall. Council members present: Amdal, Anderson, Mullin and Tanner. Also present: City Manager Nelson, and City Planner Gadow.

Mr. Gadow stated a request has been received from John Adams from Coldwell Banker Burnet to schedule a workshop to discuss a mixed use retail and housing development concept for the properties at 236 Minnetonka Ave. S., 240 Minnetonka Ave. S., and 519 Indian Mound.

Developer John Adams provided a rendering and site plan drawing that describe the concept that the development team is looking at. Mr. Adams presented his mixed use development concept and asked for informal comments before they determine whether or not to make a formal application with the City.

The council reviewed the concept drawings and provided feedback on the concept, including concern over the height and setbacks proposed. The Council requested to see additional information on building materials, and emphasized the importance of making the retail component more prominent.

Mr. Adams indicated he would take their feedback and continue work on the concept and return with additional information at a future date.

5:30 PM BUDGET WORKSHOP

Mayor Willcox called the workshop meeting to order at 5:30 p.m. in the Community Room at Wayzata City Hall. Council members present: Amdal, Anderson, Mullin and Tanner. Also present: City Manager Nelson, Finance Manager Ovshak, Administrative Services Director Uram, and City Engineer Kelly, Police Chief Risvold, Fire Chief Klapprich, Director of Public Service Dudinsky, City Planner Gadow. Also present consultant Steve McDonald with Abdo, Eick & Meyers.

Mr. Uram provided the Council with the second draft of the 2015 preliminary budget, fee schedule and the CIP. Mr. Uram explained that work continues on the Liquor operations budget which will be presented to the council on October 21, 2104. Mr. Uram stated the intent of the workshop is to review the minor changes to the preliminary budget, provide an overview of the entire CIP and identify any areas that the Council would like to review in further detail.

Mr. Uram reviewed the budget workshop material in detail. The information presented reflected a 1.92 percent levy increase to the 2015 budget.

Mr. Uram reviewed the proposed 2015 fee schedule which included a 2 percent increase in most line items. The Council discussed line items which had an increase for an amount other than 2 percent. The Council directed staff to change the Special Event Permit Fee for local applicants as follows:

- 1-50 persons \$215 (recommended) changed to \$150
- 51-100 persons \$250 (recommended) changed to \$200
- 101-200 persons \$400 (recommended) changed to \$250

1 The Council directed staff that beach parking permits for the permit only parking spaces located
2 near the municipal marina/beach should only be available to Wayzata residents and boat slip
3 holders. Beach parking permits will no longer be for sale to non-residents in 2015.
4

5 The council accepted all other staff recommendations to the fee schedule as outlined in Ms.
6 Ovshak's staff memo.
7

8 Due to time constraints, the overview of the entire CIP was not discussed and will instead be
9 reviewed at a workshop meeting on October 7, 2014. In addition, Mr. Dudinsky distributed a
10 priority list from the Parks and Trails Board which will be reviewed at the October 7, 2014
11 workshop meeting.
12

13 The workshop meeting was adjourned at 6:58 p.m.
14

15 Respectfully submitted,
16
17

18
19 Becky Malone
20 Deputy City Clerk
21

WAYZATA CITY COUNCIL
DRAFT - MEETING MINUTES
September 2, 2014

AGENDA ITEM 1. Call to Order and Roll Call.

Mayor Willcox called the meeting to order at 7 p.m. Council Members present: Amdal, Anderson, Mullin and Tanner. Also present: City Manager Nelson, City Planner Gadow, City Engineer Kelly and City Attorney Meller.

AGENDA ITEM 2. Approve Agenda.

Mr. Tanner made a motion, seconded by Mr. Amdal, to approve the agenda, as presented. The motion carried 5/0.

AGENDA ITEM 3. Public Forum – 15 Minutes (3 minutes per person).

a. Wayzata High School Football Presentation

Coach Brad Anderson thanked the Council for the invitation and shared that the team is participating in a lot more than just football. He introduced his four captains: Ethan Faust, Brandon Mead, Austin Gordon, and Trevor Bedard.

The four captains shared some of the volunteer projects the team has been involved with such as clearing Buckthorn and raising money for the Special Olympics through a polar plunge. They expressed their appreciation for their coaches' and the community's support.

The Council thanked Coach Anderson and the players for their attendance and wished them luck for the season.

b. JJ Hill Days Presentation

Becky Pierson, Wayzata Chamber of Commerce, shared about the upcoming JJ Hill Days. Ms. Pierson indicated that information could be found on the Chamber's website, flyers, and the *Lakeshore Weekly*. She shared that the Trolley will be operating on Friday and Saturday evenings, there will be a self-guided walking tour pamphlet, and the parade on Sunday is at 2 p.m.

Ms. Nelson reported that staff had been working with the local police, the railroad, and private security to ensure public safety around the railroad tracks.

c. North Klapprich Park and Telecommunications Site

Lucy Bruntjen, 402 Gardner Street, voiced her concern with allowing the telecommunications industry to overwhelm Wayzata's oldest historic park and their small town neighborhood.

Susan Hughes, 415 Gardner Street, presented a petition of 500 signatures to the Council asking them to remove the telecommunications site from North Klapprich Park.

Polly Grose, 540 Indian Mound Street Apartment 1C, expressed her dismay at the increasing expansion of corporate structures. Ms. Grose stated that she was speaking on behalf of her neighbors who live near North Klapprich Park. She requested the Council consider the petitions and preserve the beauty of Wayzata.

Lynn Gruber, 1417 LaSalle Street, asked the Council to consider the suggestions and petitions of the previous speakers and move the telecommunications site off North Klapprich Park.

AGENDA ITEM 4. Consent Agenda.

Mayor Willcox requested to pull Item 4.c., Approval of Contract for Watermain Crossing Replacement Project, from the consent agenda for discussion.

Mr. Tanner made a motion, seconded by Mr. Amdal, to approve the consent agenda:

- a. Approval of Minutes of August 19, 2014

- b. Approval of Check Register
 - ~~c. Approval of Contract for Watermain Crossing Replacement Project~~
 - d. Approval of Municipal Licenses
 - e. Municipal licenses which received administrative approval (informational only)
- The motion carried 5/0.

c. Consider Approval of Contract for Watermain Crossing Replacement Project

Mr. Kelly described the Watermain Crossing Contract and low quote by G.F. Jedlicki, Inc. that was approved at the August 19, 2014 City Council meeting.

Mr. Kelly answered questions from the Council concerning the history of the water main and the break. Mr. Kelly shared that the watermain was installed in the 1970s and a section ruptured in May under Highway 12. It was valved off, but has been leaking. The contractor will replace the pipe with plastic piping.

Paris Magee and Greg Johnson described their ongoing water problems at 598, 600 Beaverdam Street that started in May. The tenants had to be moved and the cost to date is \$33,000. They believe the water is from the water main break.

The Council asked staff to follow up with Paris Magee and Greg Johnson; as well as, other surrounding residences.

Mr. Tanner made a motion, seconded by Mr. Amdal, to Approve the Contract for Watermain Crossing Replacement Project.

AGENDA ITEM 5. New Business.

a. Consider 1st Reading of Ordinance No. 746 Zoning Ordinance Amendment - Micro-brewery and Taproom

Mr. Gadow shared that the City Council began their review of the multi-part application from Wayzata Brew Works LLC and Boatworks II LLC on August 6, 2014. The application includes an Amendment to existing Planned Unit Development, a Site Plan approval, an Amendment to the City's Zoning Ordinance, and an Amendment to the City's General City Code. The City Council voted 2-2 on the draft Proposed Zoning Ordinance Amendments. The Council was split on whether the ordinance should allow only microbreweries and associated taprooms or all micro-production facilities. The Council voted to reconsider the application and draft ordinances at the next available meeting. The Council also discussed the associated liquor ordinance amendments and how many licenses for each use they would issue on an annual basis. Opinions differed on how many licenses to allow so staff developed two version of draft Ordinance No. 747. If the Council decides to allow Micro-production Facilities, staff will need to modify Ordinance 747 to reflect the desired number of licenses allowed for each use.

The Council asked questions pertaining to parking issues including the required number of parking spots and staff's degree of comfort with parking plans. Mr. Gadow explained that originally, the parking requirement was 1 parking space per 50 square feet, but after concerns were voiced at the August 6th City Council meeting, the requirement had been changed to 1 parking space per 40 square feet. He also answered that mathematically the parking is sufficient, but that it would come down to execution of the valet parking operation.

Robert Klick and Bill Cavanagh, the applicants, expressed their desire for the Council to understand that approving a micro-distillery would not mean that they can serve or sell spirits.

The Council discussed the two versions and each shared their opinions on which version to adopt.

Mr. Amdal made a motion, seconded by Mrs. Anderson, to Approve the First Reading of Ordinance No. 746, an Ordinance Amending Wayzata's Zoning Ordinance to Allow Micro-production Facilities and Taprooms/Tasting Rooms as Conditional Uses. The motion carried 3-2 (Tanner, Willcox).

b. Consider 1st Reading of Ordinance No. 747 Authorizing the Issuance of Licenses for Off-Sale Brewpubs, Off-Sale Micro-Breweries, and On-Sale Taprooms

Mr. Gadow explained that the Council would need to decide how many licenses to grant for each use. The Council discussed the number of licenses and each gave their opinion. Both Mr. Amdal and Mrs. Anderson wanted to support a free market and offer the chance for competition. They were in support of issuing two licenses for each category plus four licenses for the sale of growlers so that both micro-breweries and brewpubs could apply to sell growlers. Mr. Mullin had strong reservations about allowing micro-production facilities in the first place and wanted to issue only one license in each category and two for the sale of growlers. Mr. Tanner stated that he wanted to issue only two licenses in each category. Mayor Willcox wanted to exercise caution and issue only one license in each category and two for the sale of growlers. He stated that there was plenty of competition in surrounding areas.

Mr. Amdal made a motion, seconded by Mrs. Anderson, to Approve the First Reading of Ordinance No. 747, an Ordinance Authorizing the Issuance of Licenses for Off-sale Brewpubs, Off-sale Micro-breweries, and On-sale Taprooms; with the addition of On-sale Micro-distilleries and On-sale Micro-wineries. Micro-brewery Off-sale Malt Liquor License would be granted 4 licenses, Micro-brewery Taproom Liquor License would be granted 2 licenses, Brewpub Malt Liquor License would be granted 2 licenses, Micro-distilleries would be granted 2 licenses, and Micro-wineries would be granted 2 licenses. The motion failed 2-3 (Mullin, Tanner, Willcox).

The Council decided to restate the same motion.

Mr. Amdal made a motion, seconded by Mrs. Anderson, to Approve the First Reading of Ordinance No. 747, an Ordinance Authorizing the Issuance of Licenses for Off-sale Brewpubs, Off-sale Micro-breweries, and On-sale Taprooms; with the addition of On-sale Micro-distilleries and On-sale Micro-wineries. Micro-brewery Off-sale Malt Liquor License would be granted 4 licenses, Micro-brewery Taproom Liquor License would be granted 2 licenses, Brewpub Malt Liquor License would be granted 2 licenses, Micro-distilleries would be granted 2 licenses, and Micro-wineries would be granted 2 licenses. The motion carried 3-2 (Mullin, Tanner).

c. Consider Resolution 23-2014 Boatworks PUD Amendment, CUP, and Site Plan

Mr. Gadow explained that Wayzata Brew Works LLC and Boatworks II LLC have submitted an application for approval of an Amendment to an existing Planned Unit Development Conditional Use Permit and site plan for 294 Grove Lane.

The Council discussed issues with trash, parking, and security; and decided to require a report quarterly on how these items were working. Mr. Tanner requested a clarification on how many barrels the applicant would be producing. Mr. Gadow answered that the plan for the first year was 1,000 barrels produced 20 at a time. Mr. Gadow added that state statute would limit it to 3,500 barrels per year, because the operation includes a taproom.

Mr. Amdal made a motion, seconded by Mrs. Anderson, to Adopt Resolution No. 23-2014 Approving PUD Amendment, CUP, and Site Plan for 294 Grove Lane, with revisions. The motion carried 4-1 (Tanner).

The meeting was recessed at 8:54 p.m. and reconvened at 8:58 p.m.

d. Consider Parking Structure Request for Proposals

Ms. Nelson reported that the City of Wayzata is proposing to construct a parking structure to better serve the downtown public amenities and business district. The City recently updated its downtown parking study in an effort to better understand parking demand in the downtown district. Staff have prepared two drafts of an RFP process for design that include site selection, site planning, and structure design. Ms. Nelson informed Council that staff is looking for feedback on a couple of items. First, for direction on whether it would like to go through a site selection process or go ahead with the Mill Street site as previously discussed. Second, for

1 direction on whether the Council would like to use an Owners Representative approach or go
2 through the RFP process.

3 George Carisch and Stacy Carisch requested to speak to the Council about parking. Mr.
4 Carisch shared that he owns the parking ramp past the 600 block. He spoke of a time 27 years
5 ago when he worked with the City to help fix a parking problem. He asked the Council to
6 consider public and private working together again.

7 The Council asked questions about timeframe and site selection. Ms. Nelson responded
8 that the timeframe for site selection was her best estimate based on information she had compiled.
9 The Council discussed and each gave their opinion on site selection versus going ahead with the
10 Mill Street location. Mrs. Anderson did not support either option, but rather preferred looking for
11 several options and planning for the future.

12 Mr. Tanner made a motion, seconded by Mr. Mullin to select Mill Street as the location
13 for the parking structure, to use an Owners Representative or consultant, and to begin workshops
14 every two weeks with HRA members in attendance. The motion carried 4-1 (Anderson).
15

16 **AGENDA ITEM 6. City Manager's Report and Discussion Items.**

17 **a. Update on Strategic Plan Progress Report**

18 Ms. Nelson reported on the current status of the 2014-2016 Strategic Plan to give the Council an
19 update on current items.
20

21 **b. Update on Bushaway Road**

22 Ms. Nelson shared that Mr. Kelly had attended a meeting earlier in the day with Shafer
23 Contracting Company. Construction is scheduled to begin September 15, 2014. A person can
24 sign up to receive updates about construction on the Hennepin County website.
25

26 **AGENDA ITEM 7. Public Forum Continued (if necessary).**

27 There were no comments.
28

29 **AGENDA ITEM 8. Adjournment.**

30 Mr. Tanner made a motion, seconded by Mr. Amdal to adjourn. There being no further business,
31 Mr. Willcox adjourned the meeting at 10:06 p.m.
32

33 Respectfully submitted,
34
35
36

37 Becky Malone
38 Deputy City Clerk
39

40 Drafted by Sarah Peterson
41 *TimeSaver Off Site Secretarial, Inc.*

***Check Detail Register©**

August 2014 to September 2014

			Check Amt	Invoice	Comment
10100 Anchor Bank					
Paid Chk#	096192	9/2/2014	ARCTIC GLACIER INC.		
E 640-47000-254	Soft Drinks/Mix For Resale		\$65.40	377423411	ICE RESALE
E 640-47000-254	Soft Drinks/Mix For Resale		\$95.50	459423108	ICE RESALE
Total ARCTIC GLACIER INC.			\$160.90		
Paid Chk#	096193	9/2/2014	BELLBOY BAR SUPPLY CORP.		
E 640-47000-251	Liquor For Resale		\$1,933.95	44454900	LIQ
E 640-47000-259	Freight		\$13.95	44454900	FREIGHT
E 640-47000-254	Soft Drinks/Mix For Resale		\$62.85	44455000	MISC.BEV.
E 640-47000-259	Freight		\$4.65	44455000	FREIGHT
E 640-47000-251	Liquor For Resale		\$1,648.50	44577000	LIQ
E 640-47000-259	Freight		\$12.40	44577000	FREIGHT
E 640-47000-259	Freight		\$3.10	44577100	FREIGHT
E 640-47000-252	Wine For Resale		\$310.00	44577100	WINE
E 640-47000-251	Liquor For Resale		\$130.00	44609800	LIQ
E 640-47000-254	Soft Drinks/Mix For Resale		(\$2.50)	90654400	MISC.MDSE.
E 640-47000-210	Operating Supplies (GENERAL)		\$181.80	90706200	SUPPLIES
E 640-47000-259	Freight		\$4.98	90706200	FREIGHT
E 640-47000-254	Soft Drinks/Mix For Resale		\$28.10	90706200	MISC.MDSE.
Total BELLBOY BAR SUPPLY CORP.			\$4,331.78		
Paid Chk#	096194	9/2/2014	BERRY COFFEE COMPANY		
E 640-48000-254	Soft Drinks/Mix For Resale		\$100.95	1192463	MISC.BEV.
E 101-41500-499	Miscellaneous		\$133.45	1193844	MISC.BEV.
E 640-48000-254	Soft Drinks/Mix For Resale		\$122.45	1195254	MISC.BEV.
Total BERRY COFFEE COMPANY			\$356.85		
Paid Chk#	096195	9/2/2014	BOURGET IMPORTS		
E 640-47000-252	Wine For Resale		\$624.00	121608	WINE
E 640-47000-259	Freight		\$6.00	121608	FREIGHT
E 640-47000-252	Wine For Resale		\$880.00	121732	WINE
E 640-47000-259	Freight		\$7.50	121732	FREIGHT
Total BOURGET IMPORTS			\$1,517.50		
Paid Chk#	096196	9/2/2014	COCA-COLA		
E 640-47000-254	Soft Drinks/Mix For Resale		\$199.62	0148120311	MISC.BEV.
E 640-48000-254	Soft Drinks/Mix For Resale		\$1,547.34	0168059806	MISC.BEV.
Total COCA-COLA			\$1,746.96		
Paid Chk#	096197	9/2/2014	COZZINI BROS., INC.		
E 640-48500-415	Other Equipment Rentals		\$71.34	C1145280	KNIFE EXCHANGE
E 640-48500-415	Other Equipment Rentals		\$71.34	C1173603	KNIFE EXCHANGE
Total COZZINI BROS., INC.			\$142.68		
Paid Chk#	096198	9/2/2014	DAHLHEIMER DISTRIBUTING CO.		
E 640-47000-253	Beer For Resale		\$558.20	1119010	BEER
E 640-48000-253	Beer For Resale		\$297.00	1119016	BEER
E 640-47000-253	Beer For Resale		\$222.35	1119026	BEER
E 640-48000-253	Beer For Resale		\$314.00	1119027	BEER
E 640-47000-253	Beer For Resale		\$58.00	96275	BEER
E 640-47000-253	Beer For Resale		\$170.00	96785	BEER
Total DAHLHEIMER DISTRIBUTING CO.			\$1,619.55		
Paid Chk#	096199	9/2/2014	DAY DISTRIBUTING		
E 640-48000-253	Beer For Resale		\$1,226.00	765729	BEER
E 640-47000-253	Beer For Resale		\$2,212.13	765730	BEER
E 640-48000-253	Beer For Resale		\$253.00	766635	BEER

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August 2014 to September 2014

			Check Amt	Invoice	Comment
E 640-47000-253	Beer For Resale		\$2,774.65	766636	BEER
	Total DAY DISTRIBUTING		\$6,465.78		
Paid Chk# 096200	9/2/2014	DIRECTV			
E 640-48000-415	Other Equipment Rentals		\$347.31	23877182725	SERVICE
	Total DIRECTV		\$347.31		
Paid Chk# 096201	9/2/2014	EXTREME BEVERAGE, LLC			
E 640-47000-254	Soft Drinks/Mix For Resale		\$167.50	W-1014932	MISC.BEV.
	Total EXTREME BEVERAGE, LLC		\$167.50		
Paid Chk# 096202	9/2/2014	G & K SERVICES			
E 640-48000-210	Operating Supplies (GENERAL)		\$34.33	1013440244	KITCHEN UNIFORMS & SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$89.95	1013440244	KITCHEN UNIFORMS & SUPPLIES
E 640-48500-217	Uniforms		\$28.00	1013440244	KITCHEN UNIFORMS & SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$86.92	1013451609	KITCHEN UNIFORMS & SUPPLIES
E 640-48500-217	Uniforms		\$60.94	1013451609	KITCHEN UNIFORMS & SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)		\$36.19	1013451609	KITCHEN UNIFORMS & SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$92.79	1013462926	KITCHEN UNIFORMS & SUPPLIES
E 640-48500-217	Uniforms		\$30.45	1013462926	KITCHEN UNIFORMS & SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)		\$36.50	1013462926	KITCHEN UNIFORMS & SUPPLIES
E 640-48500-217	Uniforms		\$30.45	1013474227	KITCHEN UNIFORMS & SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)		\$36.19	1013474227	KITCHEN UNIFORMS & SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$92.77	1013474227	KITCHEN UNIFORMS & SUPPLIES
	Total G & K SERVICES		\$655.48		
Paid Chk# 096203	9/2/2014	GRAPE BEGINNINGS, INC.			
E 640-47000-259	Freight		\$9.00	170825	FREIGHT
E 640-47000-252	Wine For Resale		\$536.00	170825	WINE
	Total GRAPE BEGINNINGS, INC.		\$545.00		
Paid Chk# 096204	9/2/2014	HEGGIES PIZZA			
E 640-48500-255	FOODIngredients For Resale		\$152.75	1427134	FOOD RESALE
E 640-48500-255	FOODIngredients For Resale		\$243.10	1427329	FOOD RESALE
	Total HEGGIES PIZZA		\$395.85		
Paid Chk# 096205	9/2/2014	HOHENSTEINS INC.			
E 640-47000-253	Beer For Resale		\$582.00	718625	BEER
	Total HOHENSTEINS INC.		\$582.00		
Paid Chk# 096206	9/2/2014	JJ TAYLOR DISTRIBUTING OF MN			
E 640-47000-253	Beer For Resale		\$895.00	2251347	BEER
E 640-47000-253	Beer For Resale		\$161.25	2251348	BEER
E 640-48000-253	Beer For Resale		\$536.55	2254597	BEER
E 640-48000-253	Beer For Resale		\$235.00	2264230	BEER
E 640-48000-253	Beer For Resale		\$497.95	2264245	BEER
	Total JJ TAYLOR DISTRIBUTING OF MN		\$2,325.75		
Paid Chk# 096207	9/2/2014	JOHNSON BROS.-ST.PAUL			
E 640-47000-259	Freight		\$14.45	1928116	FREIGHT
E 640-47000-251	Liquor For Resale		\$1,213.08	1928116	LIQ
E 640-47000-259	Freight		\$17.37	1928117	FREIGHT
E 640-47000-252	Wine For Resale		\$594.20	1928117	WINE
E 640-47000-251	Liquor For Resale		\$874.00	1928118	LIQ
E 640-47000-259	Freight		\$14.56	1928118	FREIGHT
E 640-47000-259	Freight		\$14.10	1928119	FREIGHT
E 640-47000-252	Wine For Resale		\$633.05	1928119	WINE
E 640-47000-252	Wine For Resale		\$1,452.45	1929466	WINE

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August 2014 to September 2014

			Check Amt	Invoice	Comment
E 640-47000-259	Freight		\$28.20	1929466	FREIGHT
E 640-47000-251	Liquor For Resale		\$151.62	1929467	LIQ
E 640-47000-259	Freight		\$1.76	1929467	FREIGHT
E 640-47000-254	Soft Drinks/Mix For Resale		\$24.00	1929468	MISC.BEV.
E 640-47000-259	Freight		\$1.41	1929468	FREIGHT
E 640-47000-259	Freight		\$7.05	1933644	FREIGHT
E 640-47000-252	Wine For Resale		\$271.65	1933644	WINE
E 640-47000-259	Freight		\$7.05	1933645	FREIGHT
E 640-47000-251	Liquor For Resale		\$661.22	1933645	LIQ
E 640-47000-259	Freight		\$15.51	1933646	FREIGHT
E 640-47000-252	Wine For Resale		\$744.90	1933646	WINE
E 640-47000-259	Freight		\$2.82	1935104	FREIGHT
E 640-47000-252	Wine For Resale		\$160.00	1935104	WINE
E 640-47000-259	Freight		\$19.74	1935105	FREIGHT
E 640-47000-252	Wine For Resale		\$1,055.05	1935105	WINE
E 640-47000-251	Liquor For Resale		\$404.25	1935106	LIQ
E 640-47000-259	Freight		\$5.64	1935106	FREIGHT
E 640-47000-252	Wine For Resale		(\$9.00)	628844	WINE
E 640-47000-251	Liquor For Resale		(\$15.39)	628845	LIQ
E 640-47000-252	Wine For Resale		(\$7.33)	628846	WINE
Total JOHNSON BROS.-ST.PAUL			\$8,357.41		
Paid Chk# 096208	9/2/2014	KARLSBURGER FOODS, INC.			
E 640-48500-255	FOODIngredients For Resale		\$268.15	5-000061348	FOOD RESALE
E 640-48500-255	FOODIngredients For Resale		\$302.70	5-000061516	FOOD RESALE
Total KARLSBURGER FOODS, INC.			\$570.85		
Paid Chk# 096209	9/2/2014	LINNIHAN FOY			
E 640-47000-340	Advertising		\$630.00	1831	LAKESHORE AD
E 640-48000-340	Advertising		\$3,080.00	1832	BILLBOARD
E 640-47000-340	Advertising		\$3,080.00	1832	BILLBOARD
Total LINNIHAN FOY			\$6,790.00		
Paid Chk# 096210	9/2/2014	MAIN STREET BAKERY			
E 640-48500-255	FOODIngredients For Resale		\$86.58	247432	FOOD
E 640-48500-255	FOODIngredients For Resale		\$123.92	247541	FOOD
E 640-48500-255	FOODIngredients For Resale		\$74.38	247664	FOOD
E 640-48500-255	FOODIngredients For Resale		\$126.18	247711	FOOD
E 640-48500-255	FOODIngredients For Resale		\$74.39	247816	FOOD
E 640-48500-255	FOODIngredients For Resale		\$85.70	247863	FOOD
E 640-48500-255	FOODIngredients For Resale		\$103.01	247957	FOOD
E 640-48500-255	FOODIngredients For Resale		\$167.43	248115	FOOD
E 640-48500-255	FOODIngredients For Resale		\$126.29	248256	FOOD
E 640-48500-255	FOODIngredients For Resale		\$40.38	248346	FOOD
E 640-48500-255	FOODIngredients For Resale		\$101.43	248387	FOOD
E 640-48500-255	FOODIngredients For Resale		\$85.71	248508	FOOD
E 640-48500-255	FOODIngredients For Resale		\$115.12	248585	FOOD
E 640-48500-255	FOODIngredients For Resale		\$258.97	248715	FOOD
Total MAIN STREET BAKERY			\$1,569.49		
Paid Chk# 096211	9/2/2014	NETWORK BUSINESS SUPPLIES			
E 640-48000-210	Operating Supplies (GENERAL)		\$384.74	96076	SUPPLIES
Total NETWORK BUSINESS SUPPLIES			\$384.74		
Paid Chk# 096212	9/2/2014	NORTHWESTERN FRUIT COMPANY			
E 640-48500-255	FOODIngredients For Resale		\$433.55	790340	FOOD
E 640-48500-255	FOODIngredients For Resale		\$225.95	790553	FOOD
E 640-48000-253	Beer For Resale		\$6.00	790553	BEER

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August 2014 to September 2014

			Check Amt	Invoice	Comment
E 640-48000-251	Liquor For Resale		\$7.10	790553	LIQ
E 640-48500-255	FOODIngredients For Resale		\$417.60	790775	FOOD
E 640-48500-255	FOODIngredients For Resale		\$488.45	791000	FOOD
E 640-48000-251	Liquor For Resale		\$26.60	791000	LIQ
E 640-48000-253	Beer For Resale		\$6.00	791000	BEER
E 640-48500-255	FOODIngredients For Resale		(\$32.01)	791102	FOOD
E 640-48500-255	FOODIngredients For Resale		\$300.20	791191	FOOD
E 640-48000-253	Beer For Resale		\$6.00	791191	BEER
E 640-48500-255	FOODIngredients For Resale		\$634.30	791395	FOOD
E 640-48000-251	Liquor For Resale		\$9.40	791395	LIQ
E 640-48500-255	FOODIngredients For Resale		\$300.45	791608	FOOD
E 640-48000-253	Beer For Resale		\$7.10	791608	BEER
E 640-48500-255	FOODIngredients For Resale		\$184.45	791815	FOOD
E 640-48000-251	Liquor For Resale		\$26.60	791988	LIQ
E 640-48000-253	Beer For Resale		\$6.00	791988	BEER
E 640-48500-255	FOODIngredients For Resale		\$508.05	791988	FOOD
Total NORTHWESTERN FRUIT COMPANY			\$3,561.79		
Paid Chk#	096213	9/2/2014	PAUSTIS & SONS		
E 640-47000-259	Freight		\$2.25	8460376	FREIGHT
E 640-47000-259	Freight		\$10.00	8461500	FREIGHT
E 640-47000-251	Liquor For Resale		\$729.61	8461500	WINE
E 640-47000-252	Wine For Resale		\$1,524.99	8462036	WINE
E 640-47000-259	Freight		\$20.00	8462036	FREIGHT
E 640-48000-252	Wine For Resale		\$191.43	8462039	WINE
E 640-47000-259	Freight		\$28.75	8463041	FREIGHT
E 640-47000-252	Wine For Resale		\$2,768.46	8463041	WINE
E 640-47000-251	Liquor For Resale		\$138.00	8463076	LIQ
E 640-48000-252	Wine For Resale		\$264.25	8463248	WINE
Total PAUSTIS & SONS			\$5,677.74		
Paid Chk#	096214	9/2/2014	PEPSI -COLA		
E 640-47000-254	Soft Drinks/Mix For Resale		\$307.30	38998510	MISC.BEV.
E 640-47000-254	Soft Drinks/Mix For Resale		\$3.37	LF1406207225	MISC.BEV.
Total PEPSI -COLA			\$310.67		
Paid Chk#	096215	9/2/2014	PHILLIPS WINES & SPIRITS		
E 640-47000-252	Wine For Resale		\$752.70	2654158	WINE
E 640-47000-259	Freight		\$14.10	2654158	FREIGHT
E 640-47000-259	Freight		\$10.22	2654159	FREIGHT
E 640-47000-251	Liquor For Resale		\$775.55	2654159	LIQ
E 640-48000-251	Liquor For Resale		\$422.39	2657488	LIQ
E 640-47000-259	Freight		\$5.64	2657638	FREIGHT
E 640-47000-252	Wine For Resale		\$276.00	2657638	WINE
E 640-47000-259	Freight		\$1.41	2657639	FREIGHT
E 640-47000-251	Liquor For Resale		\$69.65	2657639	LIQ
E 640-47000-259	Freight		\$2.82	2658561	FREIGHT
E 640-47000-252	Wine For Resale		\$88.00	2658561	WINE
Total PHILLIPS WINES & SPIRITS			\$2,418.48		
Paid Chk#	096216	9/2/2014	SOUTHERN WINE & SPIRITS OF MN		
E 640-47000-259	Freight		\$1.15	1175642	FREIGHT
E 640-47000-254	Soft Drinks/Mix For Resale		\$75.00	1175642	MISC.BEV.
E 640-47000-251	Liquor For Resale		\$2,223.45	1194922	LIQ
E 640-47000-259	Freight		\$12.21	1194922	FREIGHT
E 640-47000-252	Wine For Resale		\$1,730.00	1194923	WINE
E 640-47000-259	Freight		\$31.25	1194923	FREIGHT
E 640-47000-259	Freight		\$7.50	1194924	FREIGHT

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August 2014 to September 2014

			Check Amt	Invoice	Comment
E 640-47000-252	Wine For Resale		\$840.00	1194924	WINE
E 640-47000-259	Freight		\$31.46	1197389	FREIGHT
E 640-47000-251	Liquor For Resale		\$3,134.96	1197389	LIQ
E 640-47000-259	Freight		\$1.25	1197390	FREIGHT
E 640-47000-252	Wine For Resale		\$176.00	1197390	WINE
E 640-47000-259	Freight		\$15.00	1197391	FREIGHT
E 640-47000-252	Wine For Resale		\$1,656.00	1197391	WINE
E 640-47000-254	Soft Drinks/Mix For Resale		\$24.00	1197392	MISC.BEV.
E 640-47000-259	Freight		\$1.25	1197392	FREIGHT
Total SOUTHERN WINE & SPIRITS OF MN			\$9,960.48		
Paid Chk# 096217	9/2/2014	STAR TRIBUNE			
E 101-41500-499	Miscellaneous		\$79.30	10690344	SUBSCRIPTION RENEWAL
Total STAR TRIBUNE			\$79.30		
Paid Chk# 096218	9/2/2014	STRATEGIC EQUIPMENT AND			
E 640-48500-210	Operating Supplies (GENERAL)		(\$28.07)	137356	KITCHEN SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		(\$97.66)	137402	KITCHEN SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$245.97	2266080	KITCHEN SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)		\$36.68	2266080	BAR SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$390.25	2270212	KITCHEN SUPPLIES
E 640-48000-341	General Promotions		\$31.32	2270212	PROMO SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)		\$45.33	2270213	BAR SUPPLIES
E 640-48000-341	General Promotions		\$62.64	2274621	PROMO SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$251.61	2274621	KITCHEN SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)		\$144.86	2274621	BAR SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)		\$70.96	2274622	BAR SUPPLIES
Total STRATEGIC EQUIPMENT AND			\$1,153.89		
Paid Chk# 096219	9/2/2014	SUNBURST CHEMICALS, INC.			
E 640-48500-210	Operating Supplies (GENERAL)		\$63.21	0328310	SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)		\$250.35	0329438	SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$232.22	0329438	SUPPLIES
Total SUNBURST CHEMICALS, INC.			\$545.78		
Paid Chk# 096220	9/2/2014	SYSCO MINNESOTA			
E 640-48000-254	Soft Drinks/Mix For Resale		(\$29.00)	3420926PU	MISC.BEV.
E 101-41100-331	Mileage & Expense Account		\$112.70	408131102	MTG.BEV.
E 640-48000-251	Liquor For Resale		\$28.81	408201269	LIQ
E 640-48000-254	Soft Drinks/Mix For Resale		\$29.60	408201269	MISC.BEV.
E 640-48500-210	Operating Supplies (GENERAL)		\$18.56	408201269	SUPPLIES
E 640-48500-255	FOODIngredients For Resale		\$4,479.86	408201269	FOOD
E 640-48000-342	Promotions - Food/Drinks		\$55.76	408201269	PROMO FOOD
E 640-48500-255	FOODIngredients For Resale		\$3,541.83	408221664	FOOD
E 640-48000-342	Promotions - Food/Drinks		\$28.17	408221664	PROMO FOOD
E 640-48000-251	Liquor For Resale		\$255.98	408221664	LIQ
E 640-48000-210	Operating Supplies (GENERAL)		\$45.78	408221664	SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$100.86	408221664	KITCHEN SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)		\$111.17	408231616	SUPPLIES
E 640-48000-253	Beer For Resale		\$10.64	408250861	BEER
E 640-48000-342	Promotions - Food/Drinks		\$56.05	408250861	PROMO FOOD
E 640-48000-210	Operating Supplies (GENERAL)		\$45.78	408250861	SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$51.24	408250861	KITCHEN SUPPLIES
E 640-48000-251	Liquor For Resale		\$14.25	408250861	LIQ
E 640-48500-255	FOODIngredients For Resale		\$3,291.93	408250861	FOOD
E 640-48500-255	FOODIngredients For Resale		(\$30.80)	408261523	FOOD
E 640-48500-255	FOODIngredients For Resale		\$4,468.93	408271408	FOOD
E 640-48000-342	Promotions - Food/Drinks		\$56.05	408271408	PROMO FOOD

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August 2014 to September 2014

			Check Amt	Invoice	Comment
E 640-48500-210	Operating Supplies (GENERAL)		\$91.17	408271408	KITCHEN SUPPLIES
E 640-48000-251	Liquor For Resale		\$76.87	408271408	LIQ
E 640-48000-253	Beer For Resale		\$10.64	408271408	BEER
E 640-48500-210	Operating Supplies (GENERAL)		\$170.45	408291491	KITCHEN SUPPLIES
E 640-48000-254	Soft Drinks/Mix For Resale		\$23.02	408291491	MISC.BEV.
E 640-48000-342	Promotions - Food/Drinks		\$27.88	408291491	PROMO FOOD
E 640-48500-255	FOODIngredients For Resale		\$4,199.71	408291491	FOOD
E 640-48000-210	Operating Supplies (GENERAL)		\$91.56	408291491	SUPPLIES
Total SYSCO MINNESOTA			\$21,435.45		
Paid Chk# 096221	9/2/2014	T.D. ANDERSON INC.			
E 640-48000-409	Maint services & Improv		\$115.00	383162	BEER LINES CLEANED
Total T.D. ANDERSON INC.			\$115.00		
Paid Chk# 096222	9/2/2014	THORPE DISTRIBUTING CO.			
E 640-48000-253	Beer For Resale		\$584.00	843248	BEER
E 640-47000-253	Beer For Resale		\$123.00	843249	BEER
E 640-47000-253	Beer For Resale		\$17.15	843250	BEER
E 640-47000-253	Beer For Resale		\$1,549.90	843251	BEER
E 640-47000-253	Beer For Resale		\$3,121.75	844677	BEER
E 640-48000-253	Beer For Resale		\$890.00	844680	BEER
E 640-48000-253	Beer For Resale		\$104.00	844681	BEER
E 640-48000-253	Beer For Resale		\$214.95	844682	BEER
Total THORPE DISTRIBUTING CO.			\$6,604.75		
Paid Chk# 096223	9/2/2014	TRADITION WINE & SPIRITS			
E 640-47000-252	Wine For Resale		\$1,000.00	3081	WINE
E 640-47000-259	Freight		\$6.00	3081	FREIGHT
Total TRADITION WINE & SPIRITS			\$1,006.00		
Paid Chk# 096224	9/2/2014	VINO COPIA			
E 640-47000-251	Liquor For Resale		\$333.50	0105134	LIQ
E 640-47000-259	Freight		\$7.50	0105134	FREIGHT
E 640-47000-252	Wine For Resale		\$104.00	0105135	WINE
E 640-47000-259	Freight		\$2.50	0105135	FREIGHT
Total VINO COPIA			\$447.50		
Paid Chk# 096225	9/2/2014	WINE COMPANY			
E 640-47000-259	Freight		\$14.85	369769	FREIGHT
E 640-47000-252	Wine For Resale		\$1,018.67	369769	WINE
Total WINE COMPANY			\$1,033.52		
Paid Chk# 096226	9/2/2014	WINE MERCHANT			
E 640-47000-259	Freight		\$7.16	516002	FREIGHT
E 640-47000-252	Wine For Resale		\$1,560.00	516002	WINE
E 640-47000-259	Freight		\$11.28	516003	FREIGHT
E 640-47000-252	Wine For Resale		\$1,123.40	516003	WINE
E 640-47000-259	Freight		\$11.28	516954	FREIGHT
E 640-47000-252	Wine For Resale		\$1,820.00	516954	WINE
E 640-47000-252	Wine For Resale		(\$802.82)	66414	WINE
Total WINE MERCHANT			\$3,730.30		
Paid Chk# 096227	9/2/2014	WIRTZ BEVERAGE MN BEER			
E 640-48000-253	Beer For Resale		\$228.00	1090275024	BEER
E 640-47000-253	Beer For Resale		\$2,150.20	1090275212	BEER
E 640-47000-253	Beer For Resale		\$246.00	1090275213	BEER
E 640-48000-253	Beer For Resale		\$258.00	1090278873	BEER
E 640-47000-253	Beer For Resale		\$1,730.30	1090278997	BEER

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August 2014 to September 2014

			Check Amt	Invoice	Comment
E 640-47000-253	Beer For Resale		(\$32.80)	R09065002	BEER
Total WIRTZ BEVERAGE MN BEER			\$4,579.70		
Paid Chk#	096228	9/2/2014	WIRTZ BEVERAGE MN WINE & SPIRI		
E 640-47000-251	Liquor For Resale		\$1,802.16	1080217715	LIQ
E 640-47000-254	Soft Drinks/Mix For Resale		\$36.00	1080217715	MISC.BEV.
E 640-47000-259	Freight		\$17.64	1080217715	FREIGHT
E 640-47000-252	Wine For Resale		\$764.00	1080218724	WINE
E 640-47000-259	Freight		\$8.70	1080218724	FREIGHT
E 640-47000-259	Freight		\$2.90	1080218725	FREIGHT
E 640-47000-252	Wine For Resale		\$144.00	1080218725	WINE
E 640-47000-259	Freight		\$21.75	1080220391	FREIGHT
E 640-47000-252	Wine For Resale		\$1,368.00	1080220391	WINE
E 640-47000-259	Freight		\$16.43	1080220392	FREIGHT
E 640-47000-251	Liquor For Resale		\$1,529.11	1080220392	LIQ
E 640-47000-252	Wine For Resale		\$200.00	1080220818	WINE
E 640-47000-259	Freight		\$1.45	1080220818	FREIGHT
Total WIRTZ BEVERAGE MN WINE & SPIRI			\$5,912.14		
Paid Chk#	096229	9/2/2014	Z WINES USA LLC		
E 640-47000-252	Wine For Resale		\$176.00	13231	WINE
E 640-47000-259	Freight		\$5.00	13231	FREIGHT
Total Z WINES USA LLC			\$181.00		
Paid Chk#	096230	9/5/2014	CASH - ANCHOR BANK		
G 101-20300	Deposits Payable		\$2,000.00		START UP CASH FOR EVENT
Total CASH - ANCHOR BANK			\$2,000.00		
Paid Chk#	096231	9/9/2014	ARCTIC GLACIER INC.		
E 640-47000-254	Soft Drinks/Mix For Resale		\$61.50	378423712	ICE RESALE
E 640-47000-254	Soft Drinks/Mix For Resale		\$51.85	385424109	ICE RESALE
E 640-47000-254	Soft Drinks/Mix For Resale		\$95.25	436424410	ICE RESALE
Total ARCTIC GLACIER INC.			\$208.60		
Paid Chk#	096232	9/9/2014	BELLBOY BAR SUPPLY CORP.		
E 640-47000-251	Liquor For Resale		\$123.68	43724600	LIQ
E 640-47000-259	Freight		\$18.60	44669100	FREIGHT
E 640-47000-251	Liquor For Resale		\$1,818.40	44669100	LIQ
E 640-47000-259	Freight		\$12.40	44669200	FREIGHT
E 640-47000-251	Liquor For Resale		\$925.40	44669200	LIQ
E 640-47000-210	Operating Supplies (GENERAL)		\$106.48	90777400	SUPPLIES
E 640-47000-254	Soft Drinks/Mix For Resale		\$69.99	90777500	MISC.BEV.
E 640-47000-259	Freight		\$4.34	90777500	FREIGHT
Total BELLBOY BAR SUPPLY CORP.			\$3,079.29		
Paid Chk#	096233	9/9/2014	BERNICK'S WINE		
E 640-47000-254	Soft Drinks/Mix For Resale		\$121.05	158707	MISC.BEV.
E 640-47000-253	Beer For Resale		\$79.95	158708	BEER
Total BERNICK'S WINE			\$201.00		
Paid Chk#	096234	9/9/2014	BOURGET IMPORTS		
E 640-47000-259	Freight		\$1.50	121860	FREIGHT
E 640-47000-252	Wine For Resale		\$160.00	121860	WINE
Total BOURGET IMPORTS			\$161.50		
Paid Chk#	096235	9/9/2014	CULLIGAN-METRO		
E 640-48500-210	Operating Supplies (GENERAL)		\$112.64	101X26824105	KITCHEN SUPPLIES
Total CULLIGAN-METRO			\$112.64		

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August 2014 to September 2014

			Check Amt	Invoice	Comment
Paid Chk#	096236	9/9/2014	DAHLHEIMER DISTRIBUTING CO.		
E 640-47000-253	Beer For Resale		\$146.00	1119072	BEER
E 640-47000-253	Beer For Resale		\$382.80	97146	BEER
Total	DAHLHEIMER DISTRIBUTING CO.		\$528.80		
Paid Chk#	096237	9/9/2014	DAY DISTRIBUTING		
E 640-47000-253	Beer For Resale		\$1,449.40	767698	BEER
Total	DAY DISTRIBUTING		\$1,449.40		
Paid Chk#	096238	9/9/2014	DMX MUSIC - MINNEAPOLIS		
E 640-48000-415	Other Equipment Rentals		\$92.23	51008748	BAR MUSIC
Total	DMX MUSIC - MINNEAPOLIS		\$92.23		
Paid Chk#	096239	9/9/2014	GRAPE BEGINNINGS, INC.		
E 640-47000-252	Wine For Resale		\$1,926.00	171090	WINE
E 640-47000-259	Freight		\$29.25	171090	FREIGHT
E 640-47000-252	Wine For Resale		\$1,280.00	171150	WINE
E 640-47000-259	Freight		\$4.50	171150	FREIGHT
E 640-47000-259	Freight		\$2.25	171176	FREIGHT
E 640-47000-252	Wine For Resale		\$396.00	171176	WINE
Total	GRAPE BEGINNINGS, INC.		\$3,638.00		
Paid Chk#	096240	9/9/2014	HIGHFLIER DECOR		
E 640-47000-499	Miscellaneous		\$296.69	0017	ENTRY DISPLAYS
E 640-48000-499	Miscellaneous		\$296.69	0017	ENTRY DISPLAYS
Total	HIGHFLIER DECOR		\$593.38		
Paid Chk#	096241	9/9/2014	HOHENSTEINS INC.		
E 640-47000-253	Beer For Resale		\$663.00	721042	BEER
Total	HOHENSTEINS INC.		\$663.00		
Paid Chk#	096242	9/9/2014	JJ TAYLOR DISTRIBUTING OF MN		
E 640-47000-253	Beer For Resale		\$1,712.17	2251383	BEER
E 640-47000-253	Beer For Resale		\$1,480.45	2266636	BEER
Total	JJ TAYLOR DISTRIBUTING OF MN		\$3,192.62		
Paid Chk#	096243	9/9/2014	JOHNSON BROS.-ST.PAUL		
E 640-47000-251	Liquor For Resale		\$78.50	1936747	LIQ
E 640-47000-251	Liquor For Resale		\$78.50	1936748	LIQ
E 640-47000-252	Wine For Resale		\$3,521.15	1938222	WINE
E 640-47000-259	Freight		\$52.16	1938222	FREIGHT
E 640-47000-251	Liquor For Resale		\$1,170.00	1938223	LIQ
E 640-47000-259	Freight		\$19.03	1938223	FREIGHT
E 640-47000-252	Wine For Resale		\$1,168.00	1939110	WINE
E 640-47000-259	Freight		\$22.56	1939110	FREIGHT
E 640-47000-259	Freight		\$2.82	1939111	FREIGHT
E 640-47000-251	Liquor For Resale		\$212.25	1939111	LIQ
E 640-47000-252	Wine For Resale		\$413.45	1939112	WINE
E 640-47000-259	Freight		\$12.69	1939112	FREIGHT
E 640-47000-259	Freight		\$22.56	1939113	FREIGHT
E 640-47000-251	Liquor For Resale		\$1,827.70	1939113	LIQ
E 640-47000-259	Freight		\$1.41	1939114	FREIGHT
E 640-47000-254	Soft Drinks/Mix For Resale		\$82.80	1939114	MISC.
E 640-47000-252	Wine For Resale		(\$108.91)	631943	WINE
E 640-47000-251	Liquor For Resale		(\$121.41)	632122	LIQ
Total	JOHNSON BROS.-ST.PAUL		\$8,455.26		
Paid Chk#	096244	9/9/2014	M.AMUNDSON LLP		

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August 2014 to September 2014

		Check Amt	Invoice	Comment
E 640-47000-256	MISC.MDSE.RESALE	\$1,243.33	180521	CIGS.RESALE
Total M.AMUNDSON LLP		\$1,243.33		
Paid Chk# 096245	9/9/2014	PAUSTIS & SONS		
E 640-47000-259	Freight	\$12.50	8463940	FREIGHT
E 640-47000-252	Wine For Resale	\$1,029.50	8463940	WINE
Total PAUSTIS & SONS		\$1,042.00		
Paid Chk# 096246	9/9/2014	PHILLIPS WINES & SPIRITS		
E 640-47000-259	Freight	\$21.99	2660552	FREIGHT
E 640-47000-251	Liquor For Resale	\$2,031.78	2660552	LIQ
E 640-47000-259	Freight	\$47.28	2660553	FREIGHT
E 640-47000-252	Wine For Resale	\$2,943.35	2660553	WINE
Total PHILLIPS WINES & SPIRITS		\$5,044.40		
Paid Chk# 096247	9/9/2014	SECURITY PRODUCTS COMPANY		
E 640-49100-540	Equipment	\$5,614.77	171233	DVR & CAMERAS
Total SECURITY PRODUCTS COMPANY		\$5,614.77		
Paid Chk# 096248	9/9/2014	SOUTHERN WINE & SPIRITS OF MN		
E 640-47000-259	Freight	\$24.58	1199703	FREIGHT
E 640-47000-252	Wine For Resale	\$2,121.32	1199703	WINE
E 640-47000-259	Freight	\$28.26	1199704	FREIGHT
E 640-47000-251	Liquor For Resale	\$2,987.47	1199704	LIQ
Total SOUTHERN WINE & SPIRITS OF MN		\$5,161.63		
Paid Chk# 096249	9/9/2014	THORPE DISTRIBUTING CO.		
E 640-47000-253	Beer For Resale	\$74.32	844678	BEER
E 640-47000-253	Beer For Resale	\$161.25	844679	BEER
E 640-47000-253	Beer For Resale	\$2,405.25	845841	BEER
Total THORPE DISTRIBUTING CO.		\$2,640.82		
Paid Chk# 096250	9/9/2014	TRADITION WINE & SPIRITS		
E 640-47000-259	Freight	\$2.00	3243	FREIGHT
E 640-47000-252	Wine For Resale	\$200.00	3243	WINE
Total TRADITION WINE & SPIRITS		\$202.00		
Paid Chk# 096251	9/9/2014	VINOCOPIA		
E 640-47000-259	Freight	\$5.00	0105974	FREIGHT
E 640-47000-254	Soft Drinks/Mix For Resale	\$37.75	0105974	MISC.BEV.
E 640-47000-251	Liquor For Resale	\$90.00	0105974	LIQ
E 640-47000-252	Wine For Resale	\$104.00	0105975	WINE
E 640-47000-259	Freight	\$2.50	0105975	FREIGHT
Total VINOCOPIA		\$239.25		
Paid Chk# 096252	9/9/2014	WINE MERCHANT		
E 640-47000-252	Wine For Resale	\$27.75	511423	WINE
E 640-47000-259	Freight	\$39.48	517228	FREIGHT
E 640-47000-252	Wine For Resale	\$2,683.00	517228	WINE
E 640-47000-259	Freight	\$33.25	517624	FREIGHT
E 640-47000-252	Wine For Resale	\$4,607.00	517624	WINE
Total WINE MERCHANT		\$7,390.48		
Paid Chk# 096253	9/9/2014	WIRTZ BEVERAGE MN BEER		
E 640-47000-253	Beer For Resale	\$86.00	1090278996	BEER
E 640-47000-253	Beer For Resale	\$1,742.65	1090282608	BEER
E 640-47000-253	Beer For Resale	\$42.80	1090282609	BEER
Total WIRTZ BEVERAGE MN BEER		\$1,871.45		

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August 2014 to September 2014

			Check Amt	Invoice	Comment
Paid Chk#	096254	9/9/2014	WIRTZ BEVERAGE MN WINE & SPIRI		
E 640-47000-252	Wine For Resale		\$1,176.50	1080223088	WINE
E 640-47000-259	Freight		\$7.25	1080223088	FREIGHT
E 640-47000-259	Freight		\$38.06	1080223089	FREIGHT
E 640-47000-251	Liquor For Resale		\$2,866.87	1080223089	LIQ
Total	WIRTZ BEVERAGE MN WINE & SPIRI		\$4,088.68		
Paid Chk#	096255	9/9/2014	Z WINES USA LLC		
E 640-47000-259	Freight		\$5.00	13248	FREIGHT
E 640-47000-252	Wine For Resale		\$184.00	13248	WINE
Total	Z WINES USA LLC		\$189.00		
Paid Chk#	096256	9/10/2014	ADVANCED IMAGING SOLUTIONS		
E 610-40000-200	Office Supplies (GENERAL)		\$25.84	INV51604	PW SUPPLIES
E 101-43100-200	Office Supplies (GENERAL)		\$51.66	INV51604	PW SUPPLIES
E 101-45200-200	Office Supplies (GENERAL)		\$51.66	INV51604	PW SUPPLIES
E 620-40000-200	Office Supplies (GENERAL)		\$25.84	INV51604	PW SUPPLIES
Total	ADVANCED IMAGING SOLUTIONS		\$155.00		
Paid Chk#	096257	9/10/2014	ALLEGRA PRINT & IMAGING		
E 101-42200-210	Operating Supplies (GENERAL)		\$110.47	108847	FD SUPPLIES
Total	ALLEGRA PRINT & IMAGING		\$110.47		
Paid Chk#	096258	9/10/2014	ANCHOR BANK-CARDMEMBER SERV.		
E 101-43100-331	Mileage & Expense Account		\$32.51		STREETS MTG.MEAL
E 101-42100-540	Equipment		(\$299.95)		PD EQUIP. RETURNED
E 101-45200-433	Dues, Licensing & Seminars		\$205.00		PARKS CONF.REGISTRATION
E 101-42400-433	Dues, Licensing & Seminars		\$100.00		BLDG.CONF.REGISTRATION
E 101-41500-499	Miscellaneous		\$99.39		FUNERAL FLOWERS
E 640-48000-499	Miscellaneous		\$75.00		BAR EMPLOYMENT ADS
E 640-48500-540	Equipment		\$176.00		PIZZA OVEN
E 101-45200-433	Dues, Licensing & Seminars		\$342.00		JJ HILL DAY EVENT
E 670-40000-210	Operating Supplies (GENERAL)		\$650.00		SAND BAGS
E 101-41500-331	Mileage & Expense Account		\$142.70		MTG.MEALS
E 101-41910-433	Dues, Licensing & Seminars		\$305.00		PLANNING CONF.REGISTRATION
E 101-41940-321	Telephone		\$109.12		CELL PHONE & CASES
total	ANCHOR BANK-CARDMEMBER SERV.		\$1,936.77		
Paid Chk#	096259	9/10/2014	AT&T MOBILITY		
E 101-41940-321	Telephone		\$927.11		CELL SERVICE
Total	AT&T MOBILITY		\$927.11		
Paid Chk#	096260	9/10/2014	AVI SYSTEMS, INC.		
E 235-40000-302	Consultants		\$452.36	41650600	TECHNICAL SERVICE
Total	AVI SYSTEMS, INC.		\$452.36		
Paid Chk#	096261	9/10/2014	BABCOCK, MERRILY		
E 101-45200-499	Miscellaneous		\$130.93	REIMB.	JJ HILL EVENT EXPENSES - PARKS & TRAILS BOARD
Total	BABCOCK, MERRILY		\$130.93		
Paid Chk#	096262	9/10/2014	BANYON DATA SYSTEMS		
E 101-41500-433	Dues, Licensing & Seminars		\$200.00	00151856	TRAINING
Total	BANYON DATA SYSTEMS		\$200.00		
Paid Chk#	096263	9/10/2014	BARCO MUNICIPAL PRODUCTS		
E 610-40000-210	Operating Supplies (GENERAL)		\$95.67	212623	UTILITY MARKING PAINT
E 620-40000-210	Operating Supplies (GENERAL)		\$95.66	212623	UTILITY MARKING PAINT
Total	BARCO MUNICIPAL PRODUCTS		\$191.33		

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August 2014 to September 2014

		Check Amt		Invoice	Comment
Paid Chk#	096264	9/10/2014	BARTLEY, CHAD		
E 640-48000-331	Mileage & Expense Account	\$38.00	REIMB.		STAFF MEAL
Total BARTLEY, CHAD		\$38.00			
Paid Chk#	096265	9/10/2014	BEST & FLANAGAN		
E 101-41500-304	Legal Fees	\$434.20	445803		COUNCIL
E 101-41500-304	Legal Fees	\$262.50	445804		ORDINANCES
E 101-41500-304	Legal Fees	\$588.50	445805		MARK AGAR ROW
E 101-41500-304	Legal Fees	\$81.20	445806		BURLINGTON NORTHERN
E 430-40000-304	Legal Fees	\$75.00	445807		BUSHAWAY RD PROJECT
E 101-41500-304	Legal Fees	\$300.00	445808		UNITARIAN CHURCH
E 101-41500-304	Legal Fees	\$2,142.80	445809		DOWNTOWN PARKING
G 101-20310	Escrow	\$1,237.50	445810		BOATWORKS ESCROW PROJECT
E 101-41500-304	Legal Fees	\$300.00	445813		RETAINER
Total BEST & FLANAGAN		\$5,421.70			
Paid Chk#	096266	9/10/2014	BIFFS, INC.		
E 101-45200-415	Other Equipment Rentals	\$62.50	W536864		SERVICE
Total BIFFS, INC.		\$62.50			
Paid Chk#	096267	9/10/2014	BLUE CROSS AND BLUE SHIELD		
G 101-21706	Health Insurance	\$37,006.00			HEALTH INS.
Total BLUE CROSS AND BLUE SHIELD		\$37,006.00			
Paid Chk#	096268	9/10/2014	BUDGET PRINTING & AWARDS		
E 101-41910-492	HPB	\$134.09	5839		HPB PLAQUE
E 101-45200-499	Miscellaneous	\$139.46	5868		DOG PARK SIGN
Total BUDGET PRINTING & AWARDS		\$273.55			
Paid Chk#	096269	9/10/2014	CAMDEN INDUSTRIAL SUPPLY		
E 101-43100-210	Operating Supplies (GENERAL)	\$27.08	8025		SUPPLIES
Total CAMDEN INDUSTRIAL SUPPLY		\$27.08			
Paid Chk#	096270	9/10/2014	CASH - ANCHOR BANK		
E 610-40000-322	Postage	\$15.96			UTILITY BILLS
E 101-45200-499	Miscellaneous	\$35.00			J.BERRYHILL EVENT SUPPLIES
R 101-00000-34105	Copies	\$5.15			REFUND
E 101-41500-331	Mileage & Expense Account	\$30.00			MTG.MEALS
E 235-40000-331	Mileage & Expense Account	\$7.30			MILEAGE
E 101-41500-200	Office Supplies (GENERAL)	\$75.99			SUPPLIES
E 101-41500-331	Mileage & Expense Account	\$40.03			MILEAGE
E 101-41910-331	Mileage & Expense Account	\$47.49			MTG.MEALS
Total CASH - ANCHOR BANK		\$256.92			
Paid Chk#	096271	9/10/2014	CENTERPOINT ENERGY		
E 101-42200-383	Fuel, oil and natural gas	\$55.88			SERVICE
E 101-41940-383	Fuel, oil and natural gas	\$8.97			SERVICE
E 640-47000-383	Fuel, oil and natural gas	\$174.72			SERVICE
E 640-48000-383	Fuel, oil and natural gas	\$698.88			SERVICE
E 610-40000-383	Fuel, oil and natural gas	\$100.95			SERVICE
E 101-41940-383	Fuel, oil and natural gas	\$470.35			SERVICE
Total CENTERPOINT ENERGY		\$1,509.75			
Paid Chk#	096272	9/10/2014	CINTAS CORPORATION		
E 101-45200-200	Office Supplies (GENERAL)	\$18.50	9004835092		FIRST AID
E 620-40000-200	Office Supplies (GENERAL)	\$9.25	9004835092		FIRST AID
E 610-40000-200	Office Supplies (GENERAL)	\$9.25	9004835092		FIRST AID
E 101-43100-200	Office Supplies (GENERAL)	\$18.50	9004835092		FIRST AID

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August 2014 to September 2014

			Check Amt	Invoice	Comment
Total CINTAS CORPORATION			\$55.50		
Paid Chk# 096273	9/10/2014	CITY VIEW PLUMBING & HEATING			
E 101-41940-401	Repairs/Maint Buildings	\$166.15	41938		RESTROOM REPAIRS
Total CITY VIEW PLUMBING & HEATING		\$166.15			
Paid Chk# 096274	9/10/2014	CIVICPLUS			
E 409-40000-540	Equipment	\$5,583.95	150631		NEW WEB SITE SETUP
Total CIVICPLUS		\$5,583.95			
Paid Chk# 096275	9/10/2014	CLAREY S SAFETY EQUIPMENT			
E 101-42200-210	Operating Supplies (GENERAL)	\$1,153.13	157038		FD SUPPLIES
E 101-42200-240	Small Tools and Minor Equip	\$1,284.95	157166		FD TOOLS
E 101-42200-241	Safety equip/testings	\$1,237.50	157258		FD SAFETY EQUIP.
Total CLAREY S SAFETY EQUIPMENT		\$3,675.58			
Paid Chk# 096276	9/10/2014	CLASSIC CLEANING COMPANY			
E 610-40000-210	Operating Supplies (GENERAL)	\$63.50	21029		CHAIR MAT
E 620-40000-210	Operating Supplies (GENERAL)	\$63.50	21029		CHAIR MAT
E 101-41940-409	Maint services & Improv	\$150.00	21137		MONTHLY CLEANING
Total CLASSIC CLEANING COMPANY		\$277.00			
Paid Chk# 096277	9/10/2014	COMMERCIAL ASPHALT CO.			
E 430-40000-309	Contractual Services	\$60.64	WA950		ASPHALT
Total COMMERCIAL ASPHALT CO.		\$60.64			
Paid Chk# 096278	9/10/2014	CRABTREE COMPANIES			
E 409-40000-540	Equipment	\$6,432.90	126316		PW COPIER
E 101-45200-200	Office Supplies (GENERAL)	\$22.00	126386		PW CONTRACT
E 620-40000-200	Office Supplies (GENERAL)	\$11.00	126386		PW CONTRACT
E 610-40000-200	Office Supplies (GENERAL)	\$11.00	126386		PW CONTRACT
E 101-43100-200	Office Supplies (GENERAL)	\$22.00	126386		PW CONTRACT
E 101-41500-200	Office Supplies (GENERAL)	\$73.00	126648		SUPPLIES
Total CRABTREE COMPANIES		\$6,571.90			
Paid Chk# 096279	9/10/2014	DISTEL, DANIEL			
E 101-41550-302	Consultants	\$3,496.00			MONTHLY ASSESSING
Total DISTEL, DANIEL		\$3,496.00			
Paid Chk# 096280	9/10/2014	DIVERSIFIED ELECTRIC INC.			
E 408-40000-520	Buildings and Structures	\$7,033.73	1326		TRAIN DEPOT REPAIRS
Total DIVERSIFIED ELECTRIC INC.		\$7,033.73			
Paid Chk# 096281	9/10/2014	DUDINSKY, DAVID			
E 101-43100-331	Mileage & Expense Account	\$344.54	APWA CONF.		APWA CONF.EXP.
E 101-45200-331	Mileage & Expense Account	\$344.53	APWA CONF.		APWA CONF.EXP.
E 620-40000-331	Mileage & Expense Account	\$344.54	APWA CONF.		APWA CONF.EXP.
E 610-40000-331	Mileage & Expense Account	\$344.54	APWA CONF.		APWA CONF.EXP.
Total DUDINSKY, DAVID		\$1,378.15			
Paid Chk# 096282	9/10/2014	ECM PUBLISHERS, INC.			
E 101-41500-350	Printing & Publishing	\$37.24	140259		LEGAL NOTICES
E 101-41500-350	Printing & Publishing	\$47.88	140260		LEGAL NOTICES
E 101-41500-350	Printing & Publishing	\$53.20	140261		LEGAL NOTICES
Total ECM PUBLISHERS, INC.		\$138.32			
Paid Chk# 096283	9/10/2014	EMPLOYEE BENEFIT SERVICES			
E 101-41500-130	Employer Paid Ins	\$693.73	OCT.2014		DON URAM HEALTH INS.OCT.2014

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August 2014 to September 2014

			Check Amt	Invoice	Comment
Total	EMPLOYEE BENEFIT SERVICES		\$693.73		
Paid Chk# 096284	9/10/2014	F.I.R.E.			
E 101-42200-434	Training and schools		\$400.00	804	FD TRAINING
	Total F.I.R.E.		\$400.00		
Paid Chk# 096285	9/10/2014	FASTENAL			
E 101-43100-210	Operating Supplies (GENERAL)		\$29.11	MNPLY71610	SUPPLIES
	Total FASTENAL		\$29.11		
Paid Chk# 096286	9/10/2014	GOPHER STATE ONE CALL			
E 610-40000-313	Permit Fees/Gopher State		\$202.53	124356	LOCATES
E 620-40000-313	Permit Fees/Gopher State		\$202.52	124356	LOCATES
	Total GOPHER STATE ONE CALL		\$405.05		
Paid Chk# 096287	9/10/2014	GRAINGER, INC.			
E 101-43100-210	Operating Supplies (GENERAL)		\$11.39	9518505152	SUPPLIES
E 101-43100-210	Operating Supplies (GENERAL)		\$24.70	9518914529	SUPPLIES
	Total GRAINGER, INC.		\$36.09		
Paid Chk# 096288	9/10/2014	GROVE NURSERY			
E 101-45200-229	Dirt, Sand and gravel		\$544.80	25003100	MULCH
	Total GROVE NURSERY		\$544.80		
Paid Chk# 096289	9/10/2014	HAMEL BUILDING CENTER			
E 101-43100-210	Operating Supplies (GENERAL)		\$118.80	108542	SUPPLIES
E 101-41940-401	Repairs/Maint Buildings		\$41.44	108752	SUPPLIES
E 101-43100-210	Operating Supplies (GENERAL)		\$151.56	109068	SUPPLIES
	Total HAMEL BUILDING CENTER		\$311.80		
Paid Chk# 096290	9/10/2014	HEITZ, CHRISTOPHER			
E 101-43100-241	Safety equip/testings		\$130.00	REIMB.	SAFETY BOOTS
	Total HEITZ, CHRISTOPHER		\$130.00		
Paid Chk# 096291	9/10/2014	HENN.CNTY.INFO.TECH.DEPT.			
E 101-42200-323	Radio Units		\$962.29	1000049060	RADIO CONNECTION
E 610-40000-323	Radio Units		\$80.55	1000049072	RADIO CONNECTION
E 101-45200-323	Radio Units		\$150.00	1000049072	RADIO CONNECTION
E 620-40000-323	Radio Units		\$80.55	1000049072	RADIO CONNECTION
E 101-43100-323	Radio Units		\$150.00	1000049072	RADIO CONNECTION
	Total HENN.CNTY.INFO.TECH.DEPT.		\$1,423.39		
Paid Chk# 096292	9/10/2014	HENNEPIN COUNTY TREASURER			
G 650-20818	Garbage Sales Tax		\$1,364.50	AUG.2014	REFUSE TAX AUG.2014
	Total HENNEPIN COUNTY TREASURER		\$1,364.50		
Paid Chk# 096293	9/10/2014	HOME DEPOT			
E 101-43100-210	Operating Supplies (GENERAL)		\$69.61		SUPPLIES
E 101-45200-210	Operating Supplies (GENERAL)		\$103.96		SUPPLIES
E 101-45200-240	Small Tools and Minor Equip		\$148.01		SUPPLIES
E 101-45200-216	Chemicals and Chem Products		\$109.54		SUPPLIES
E 620-40000-225	Repair & Maint - System		\$50.21		SUPPLIES
E 620-40000-225	Repair & Maint - System		\$118.37		SUPPLIES
	Total HOME DEPOT		\$599.70		
Paid Chk# 096294	9/10/2014	IMPACT MAILING & FULFILLMENT			
E 101-45200-499	Miscellaneous		\$436.05	93160	BIGWOODS MAILING
	Total IMPACT MAILING & FULFILLMENT		\$436.05		

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August 2014 to September 2014

			Check Amt	Invoice	Comment
Paid Chk#	096295	9/10/2014	KD & COMPANY		
E 101-43100-499	Miscellaneous		\$60.00	5773	CONCRETE RECYCLING
	Total	KD & COMPANY	\$60.00		
Paid Chk#	096296	9/10/2014	KILLMER ELECTRIC CO.,INC.		
E 101-45203-406	Street lights and Signal Maint		\$196.42	78735	CROSSWALK BUTTON REPAIRS
	Total	KILLMER ELECTRIC CO.,INC.	\$196.42		
Paid Chk#	096297	9/10/2014	KLAPPRICH, KEVIN		
E 101-42200-210	Operating Supplies (GENERAL)		\$42.87	REIMB.	FD SUPPLIES
	Total	KLAPPRICH, KEVIN	\$42.87		
Paid Chk#	096298	9/10/2014	KOTHRAD SEWER, WATER &		
E 620-40000-405	Maint/Replac - System		\$340.00	16018K	LIFTSTATION MAINT.
	Total	KOTHRAD SEWER, WATER &	\$340.00		
Paid Chk#	096299	9/10/2014	LEAGUE OF MN.CITIES		
E 101-41500-433	Dues, Licensing & Seminars		\$4,127.00	202499	DUES
	Total	LEAGUE OF MN.CITIES	\$4,127.00		
Paid Chk#	096300	9/10/2014	LMCD		
E 233-40000-437	Payments to Organizations		\$9,831.50	3RD QTR.201	3RD QTR.2014 LEVY
	Total	LMCD	\$9,831.50		
Paid Chk#	096301	9/10/2014	LOFFLER COMPANIES, INC.		
E 101-41500-311	Data Processing		(\$2,817.24)	109876	NETWORK SUPPORT
E 101-41500-311	Data Processing		(\$39.97)	175860	NETWORK SUPPORT
E 101-41500-311	Data Processing		\$2,911.76	1816985	NETWORK SUPPORT
	Total	LOFFLER COMPANIES, INC.	\$54.55		
Paid Chk#	096302	9/10/2014	LONG LAKE TRU VALUE		
E 610-40000-210	Operating Supplies (GENERAL)		\$79.00		SUPPLIES
E 101-43100-210	Operating Supplies (GENERAL)		\$39.00		SUPPLIES
E 101-42200-404	Repairs/Maint - Machin/Equip		\$5.00		SUPPLIES
E 620-40000-210	Operating Supplies (GENERAL)		\$79.00		SUPPLIES
E 101-45200-210	Operating Supplies (GENERAL)		\$54.42		SUPPLIES
	Total	LONG LAKE TRU VALUE	\$256.42		
Paid Chk#	096303	9/10/2014	LUND S		
E 101-45200-499	Miscellaneous		\$56.92	ACCT.2341	SUPPLIES
E 640-47000-341	General Promotions		\$85.54	ACCT.2341	STORE PROMO-WINE TASTING SUPPLIES
E 101-41500-499	Miscellaneous		\$5.35	ACCT.2341	SUPPLIES
	Total	LUND S	\$147.81		
Paid Chk#	096304	9/10/2014	MACQUEEN EQUIPMENT, INC.		
E 101-43100-220	Repair/Maint Supply (GENERAL)		\$146.41	2145306	PARTS
E 620-40000-224	Repair & Maint - Motor Equip		\$519.14	2145314	PARTS
E 620-40000-224	Repair & Maint - Motor Equip		\$1,417.51	2145759	PARTS
E 620-40000-224	Repair & Maint - Motor Equip		\$396.80	2145761	PARTS
	Total	MACQUEEN EQUIPMENT, INC.	\$2,479.86		
Paid Chk#	096305	9/10/2014	MADDEN, GALANTER, HANSEN, LLP		
E 101-41500-306	Personnel Expense		\$416.70	9/1/14	LABOR RELATIONS SERVICES
	Total	MADDEN, GALANTER, HANSEN, LLP	\$416.70		
Paid Chk#	096306	9/10/2014	MALIKOWSKI, JOAN		
E 101-42200-409	Maint services & Improv		\$145.00	AUG.2014	MONTHLY FD CLEANING
	Total	MALIKOWSKI, JOAN	\$145.00		

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August 2014 to September 2014

			Check Amt	Invoice	Comment
Paid Chk#	096307	9/10/2014	MANSFIELD OIL COMPANY		
E 101-49200-212	Motor Fuels		\$1,670.41	864335	FUEL
E 101-49200-212	Motor Fuels		\$1,989.35	878771	FUEL
Total MANSFIELD OIL COMPANY			\$3,659.76		
Paid Chk#	096308	9/10/2014	MEDIACOM		
E 101-41940-321	Telephone		\$592.00		SERVICE
Total MEDIACOM			\$592.00		
Paid Chk#	096309	9/10/2014	METERING & TECHNOLOGY SOLUTION		
G 620-14100	Inventory of Material/Supply		\$1,337.48	1652	WATER METERS
G 610-14100	Inventory of Material/Supply		\$1,337.49	1652	WATER METERS
tal METERING & TECHNOLOGY SOLUTION			\$2,674.97		
Paid Chk#	096310	9/10/2014	METROPOLITAN COUNCIL		
E 620-40000-386	Other Utilities		\$33,718.65	0001037634	SEWER SERVICE
Total METROPOLITAN COUNCIL			\$33,718.65		
Paid Chk#	096311	9/10/2014	MICRO CENTER		
E 101-41500-499	Miscellaneous		\$449.99	5171682	SOFTWARE FOR DON'S COMPUTER
Total MICRO CENTER			\$449.99		
Paid Chk#	096312	9/10/2014	MN CHILD SUPPORT PAYMENT CENTE		
G 101-21710	County WH		\$227.50	0015104841	WITHHOLDING ORDER
ital MN CHILD SUPPORT PAYMENT CENTE			\$227.50		
Paid Chk#	096313	9/10/2014	MN DEPARTMENT OF HEALTH		
E 610-40000-309	Contractual Services		\$2,213.00		WATER CONNECTIONS
Total MN DEPARTMENT OF HEALTH			\$2,213.00		
Paid Chk#	096314	9/10/2014	MN MAYORS ASSOCIATION		
E 101-41100-433	Dues, Licensing & Seminars		\$30.00	2014	DUES
Total MN MAYORS ASSOCIATION			\$30.00		
Paid Chk#	096315	9/10/2014	MNFIAM BOOK SALES		
E 101-42200-434	Training and schools		\$390.00	1913	FD TRAINING SUPPLIES
Total MNFIAM BOOK SALES			\$390.00		
Paid Chk#	096316	9/10/2014	MOSS & BARNETT		
E 101-41500-304	Legal Fees		\$1,558.50	610901	MEDIACOM FRANCHISE RENEWAL
Total MOSS & BARNETT			\$1,558.50		
Paid Chk#	096317	9/10/2014	MULCH STORE		
E 101-45200-229	Dirt, Sand and gravel		\$64.00	16200	SOIL
Total MULCH STORE			\$64.00		
Paid Chk#	096318	9/10/2014	NAPA AUTO PARTS-WATERTOWN		
E 101-43100-220	Repair/Maint Supply (GENERAL)		\$25.01	424124	PARTS
Total NAPA AUTO PARTS-WATERTOWN			\$25.01		
Paid Chk#	096319	9/10/2014	OFFICE DEPOT		
E 640-48000-200	Office Supplies (GENERAL)		\$21.98	725775041001	SUPPLIES
E 101-41500-200	Office Supplies (GENERAL)		\$47.16	725775041001	SUPPLIES
E 630-40000-200	Office Supplies (GENERAL)		\$176.51	727075616001	SUPPLIES
E 640-48000-200	Office Supplies (GENERAL)		\$505.20	727075616001	SUPPLIES
E 101-41500-200	Office Supplies (GENERAL)		\$8.00	727075616001	SUPPLIES
E 101-41500-200	Office Supplies (GENERAL)		\$38.45	727085670001	SUPPLIES
E 640-48000-200	Office Supplies (GENERAL)		\$13.60	727085670001	SUPPLIES

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August 2014 to September 2014

			Check Amt	Invoice	Comment
Total OFFICE DEPOT			\$810.90		
Paid Chk# 096320	9/10/2014	PAKOR INC.			
E 630-40000-200	Office Supplies (GENERAL)		\$214.97	917028-2	MV PASSPORT SUPPLIES
Total PAKOR INC.			\$214.97		
Paid Chk# 096321	9/10/2014	PRAIRIE RESTORATIONS, INC.			
E 404-40000-309	Contractual Services		\$188.54	0031318	CITY HALL HILL
E 404-40000-309	Contractual Services		\$261.35	0031319	MILL STREET HILL
E 404-40000-309	Contractual Services		\$250.63	0031320	ROADMASTER COTTAGE
Total PRAIRIE RESTORATIONS, INC.			\$700.52		
Paid Chk# 096322	9/10/2014	RIGID HITCH INC.			
E 101-43100-210	Operating Supplies (GENERAL)		\$82.83	1927568974	SUPPLIES
Total RIGID HITCH INC.			\$82.83		
Paid Chk# 096323	9/10/2014	ROISELAND, KARL			
E 640-48000-499	Miscellaneous		\$174.00		JJ HILL DAYS
Total ROISELAND, KARL			\$174.00		
Paid Chk# 096324	9/10/2014	SIGNS NOW			
E 101-42200-210	Operating Supplies (GENERAL)		\$142.50	27173	FD SIGN
E 101-41100-493	Volunteer program		\$281.50	27213	VOLUNTEER GARDEN SIGNS
Total SIGNS NOW			\$424.00		
Paid Chk# 096325	9/10/2014	SINCLAIR, DAVID			
E 640-48000-130	Employer Paid Ins		\$100.00	AUG.2014	HEALTH INS. REIMB.AUG.2014
Total SINCLAIR, DAVID			\$100.00		
Paid Chk# 096326	9/10/2014	SPRINT			
E 101-42200-323	Radio Units		\$311.78	523093316-15	FD SERVICE
Total SPRINT			\$311.78		
Paid Chk# 096327	9/10/2014	STAPLES BUSINESS SUPPLIES			
E 101-45200-200	Office Supplies (GENERAL)		\$75.99	3239309910	PW SUPPLIES
E 610-40000-200	Office Supplies (GENERAL)		\$38.00	3239309910	PW SUPPLIES
E 101-43100-200	Office Supplies (GENERAL)		\$75.99	3239309910	PW SUPPLIES
E 620-40000-200	Office Supplies (GENERAL)		\$38.00	3239309910	PW SUPPLIES
Total STAPLES BUSINESS SUPPLIES			\$227.98		
Paid Chk# 096328	9/10/2014	TELEVANTAGE, INC.			
E 101-41940-321	Telephone		\$65.00	1779	PAY PHONE -BEACH FINAL
Total TELEVANTAGE, INC.			\$65.00		
Paid Chk# 096329	9/10/2014	TERMINAL SUPPLY CO.			
E 620-40000-210	Operating Supplies (GENERAL)		\$27.00	47569-00	SUPPLIES
E 610-40000-210	Operating Supplies (GENERAL)		\$27.00	47569-00	SUPPLIES
E 101-45200-210	Operating Supplies (GENERAL)		\$27.00	47569-00	SUPPLIES
E 101-43100-210	Operating Supplies (GENERAL)		\$27.14	47569-00	SUPPLIES
Total TERMINAL SUPPLY CO.			\$108.14		
Paid Chk# 096330	9/10/2014	TIME SAVER			
E 101-41100-302	Consultants		\$430.50	M20765	MTG.MINUTES
Total TIME SAVER			\$430.50		
Paid Chk# 096331	9/10/2014	TOLL GAS & WELDING SUPPLY			
E 640-48000-210	Operating Supplies (GENERAL)		\$300.96	10041933	SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)		\$48.00	40013873	SUPPLIES
Total TOLL GAS & WELDING SUPPLY			\$348.96		

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August 2014 to September 2014

			Check Amt	Invoice	Comment
Paid Chk# 096332	9/10/2014	TRI-CITY			
E 610-40000-309	Contractual Services		\$156.50	8/1-8/31/14	WATER ANALYSIS
	Total TRI-CITY		\$156.50		
Paid Chk# 096333	9/10/2014	ULI-THE URBAN LAND INSTITUTE			
E 101-41500-433	Dues, Licensing & Seminars		\$525.00	1751093	MEMBERSHIP RENEWAL
	Total ULI-THE URBAN LAND INSTITUTE		\$525.00		
Paid Chk# 096334	9/10/2014	UPS STORE			
E 101-41500-200	Office Supplies (GENERAL)		\$149.72	9/2/14	SUPPLIES
E 101-42100-200	Office Supplies (GENERAL)		\$40.80	9/2/14	SUPPLIES
E 640-48000-340	Advertising		\$39.41	9/4/14	SIGNS
E 640-48000-340	Advertising		\$22.29	9/5/14	SIGNS
	Total UPS STORE		\$252.22		
Paid Chk# 096335	9/10/2014	VAN PAPER COMPANY			
E 101-41940-210	Operating Supplies (GENERAL)		\$240.30	321206-00	SUPPLIES
	Total VAN PAPER COMPANY		\$240.30		
Paid Chk# 096336	9/10/2014	VISU-SEWER CLEAN & SEAL, INC.			
E 620-49100-405	Maint/Replac - System		\$3,765.00	26056	SEWER LINES SEALED
E 620-40000-409	Maint services & Improv		\$1,845.00	26056-1	SEWER TELEVISION
	Total VISU-SEWER CLEAN & SEAL, INC.		\$5,610.00		
Paid Chk# 096337	9/10/2014	WAYZATA PENNHURST CLEANERS			
E 101-42200-210	Operating Supplies (GENERAL)		\$55.30	8/19/14	FD SERVICE
	Total WAYZATA PENNHURST CLEANERS		\$55.30		
Paid Chk# 096338	9/10/2014	WESTONKA SEWER & WATER, INC			
E 610-49100-405	Maint/Replac - System		\$4,950.00	7140	BROADWAY AVE.WATERLINE EMERGENCY REPLACEMENT
	Total WESTONKA SEWER & WATER, INC		\$4,950.00		
Paid Chk# 096339	9/10/2014	WESTSIDE WHOLESALE TIRE			
E 101-43100-404	Repairs/Maint - Machin/Equip		\$20.00	730397	REPAIRS
	Total WESTSIDE WHOLESALE TIRE		\$20.00		
Paid Chk# 096340	9/10/2014	WILLIAMS, CRAIG			
E 640-48000-130	Employer Paid Ins		\$300.00	AUG.2014	HEALTH INS.REIMB.AUG.2014
	Total WILLIAMS, CRAIG		\$300.00		
Paid Chk# 096341	9/10/2014	WSB & ASSOCIATES			
E 430-40000-302	Consultants		\$2,154.32	01204-370-4	GARDNER STREET RECONSTRUCTION
	Total WSB & ASSOCIATES		\$2,154.32		
Paid Chk# 096342	9/10/2014	XCEL ENERGY			
E 101-45203-381	Electric Utilities		\$4,206.69		SERVICE
E 101-41940-381	Electric Utilities		\$4,826.04		SERVICE
E 101-42200-381	Electric Utilities		\$439.51		SERVICE
E 610-40000-381	Electric Utilities		\$7,939.46		SERVICE
E 640-47000-381	Electric Utilities		\$1,503.72		SERVICE
E 640-48000-381	Electric Utilities		\$3,508.68		SERVICE
E 620-40000-381	Electric Utilities		\$1,641.35		SERVICE
E 101-41940-381	Electric Utilities		\$16.90		SERVICE
	Total XCEL ENERGY		\$24,082.35		
Paid Chk# 096343	9/10/2014	ZARNOTH BRUSH WORKS, INC.			
E 101-43100-220	Repair/Maint Supply (GENERAL)		\$668.00	0151025	PARTS

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August 2014 to September 2014

		Check Amt	Invoice	Comment
Total ZARNOTH BRUSH WORKS, INC.		\$668.00		
Paid Chk# 096344	9/10/2014			ZERO WASTE USA
E 101-45200-210	Operating Supplies (GENERAL)	\$181.65	59642	SUPPLIES
Total ZERO WASTE USA		\$181.65		
10100 Anchor Bank		\$357,297.74		

Fund Summary

<u>10100 Anchor Bank</u>	
101 GENERAL FUND	\$86,392.00
233 LAKFRONT IMPROVE	\$9,831.50
235 CABLE TV	\$459.66
404 PARK AND TRAIL CIP	\$700.52
408 GENERAL FUND CIF	\$7,033.73
409 EQUIP REVOLVING	\$12,016.85
430 STREET CIP	\$2,289.96
610 WATER FUND	\$17,690.24
620 SEWER FUND	\$46,126.37
630 MOTOR VEHICLE	\$391.48
640 LIQUOR	\$172,350.93
650 SOLID WASTE	\$1,364.50
670 STORMWATER	\$650.00
	\$357,297.74

9/16/2014
THE FOLLOWING MUNICIPAL LICENSES
WERE APPROVED ADMINISTRATIVELY

Special Event/Itinerant Food - JJ Hill Days 9/5/14 through 9/7/14	
Gianni's	Wayzata
Green & the Grain	St. Anthony
Max's Fantasmagorical Flavor Snacktory	Maple Grove
2014 Tree Removal & Treatment License	
Gosiak Tree Service, LLC	Little Falls, MN
Monster Tree Service	Eden Prairie, MN

**WAYZATA POLICE DEPARTMENT
ACTIVITY REPORT
AUGUST, 2014**

Disorderly Conduct

Reported: 08-31-2014 2333

Report of an intoxicated male who was combative with employees when he was asked to leave. Male was escorted home by officers.

Addresses Involved

1800 block of Wayzata Blvd W, Long Lake, MN

Road Condition/Debris

Reported: 08-31-2014 2247

Report of a tree in roadway. Public Works notified.

Addresses Involved

100 block of Westwood La S, Wayzata, MN

Traffic/Driving Complaint

Reported: 08-31-2014 1249

Report of a vehicle swerving all over the road. Driver just obtained their permit and was practicing driving. Passenger in vehicle took over driving after being advised of complaint.

Addresses Involved

Hwy 12 & Old Crystal Bay N, Orono, MN

Disturbance

Reported: 08-31-2014 0344

Report of a male yelling and threatening someone. Area checked, nothing seen or heard. Unable to locate.

Addresses Involved

400 block of Lake St, Wayzata, MN

Suspicious

Reported: 08-31-2014 0217

Report of several vehicles in church lot in the middle of the night. Parties were cleaning the church after a wedding.

Addresses Involved

100 block of Brown Rd N, Long Lake, MN

Customer Trouble

Reported: 08-31-2014 0127

Report of a dispute over cab fare. Situation mediated.

Addresses Involved

600 block of Indian Mound, Wayzata, MN

Fireworks

Reported: 08-30-2014 2053

Report of hearing approximately 10 gun shots. Fireworks were reported in the same area at the same time. Unable to locate party responsible for setting off fireworks.

Addresses Involved

Heather La & Wayzata W, Long Lake, MN

Fireworks

Reported: 08-30-2014 2046

Report of fireworks in the area. Unable to locate party responsible for setting off fireworks.

Addresses Involved

Nelson Beach, Long Lake, MN 55356

Accident **Reported:** 08-30-2014 1439

Two vehicle property damage accident.

Addresses Involved

Rice St E & Barry Ave, Wayzata, MN 55391

Assist **Reported:** 08-30-2014 1020

Assist to Long Lake Fire on a report of people burning a couch. Resident placed a cushion on the recreational fire which caused damage to nearby garage.

Addresses Involved

2000 block of Grand Ave, Long Lake, MN 55356

Juvenile Problem **Reported:** 08-29-2014 0017

Report of a juvenile refusing to follow to house rules. Juvenile advised.

Addresses Involved

100 block of Gleason Lake Rd, Wayzata, MN

Disturbance **Reported:** 08-28-2014 1946

Report of a possible intoxicated person causing a disturbance in business parking lot. Unable to locate.

Addresses Involved

1400 block of Wayzata Blvd E, Wayzata, MN 55391

Accident **Reported:** 08-28-2014 1915

Report of a property damage accident in parking lot. Drivers exchanged information.

Addresses Involved

100 block of Barry Ave N, Wayzata, MN 55391 USA

Animal **Reported:** 08-28-2014 1411

Complaint of a dog barking in the area. Area checked, nothing heard.

Addresses Involved

Brown Rd N & Wayzata W, Long Lake, MN

Accident **Reported:** 08-27-2014 1910

Single vehicle accident with injuries and damage to sign. Two passengers transported to hospital.

Addresses Involved

Bushaway Rd & Hwy 12, Wayzata, MN

Domestic **Reported:** 08-27-2014 0759

Charges pending against two parties for 5th degree domestic assault.

Addresses Involved

100 block of Gleason Lake Rd , Wayzata, MN

Found **Reported:** 08-27-2014 0215

Officer found a backpack while on patrol. Put into evidence locker for safekeeping.

Addresses Involved

Watertown Road & Westwood Drive, Long Lake, MN 55356 USA

Suspicious **Reported:** 08-26-2014 2207

Report of people on the roof of parking ramp. Five males were identified, advised, and sent of their way.

Addresses Involved

600 block of Lake St E, Wayzata, MN

Hit & Run **Reported:** 08-26-2014 1703
Report of a hit and run accident. Driver located and provided their insurance information.

Addresses Involved
1100 block of Wayzata Blvd, Wayzata, MN

Suspicious **Reported:** 08-26-2014 1038
Attempted phone scam. No personal information was obtained.

Addresses Involved
600 block of Harmony Cir, Wayzata, MN

Animal **Reported:** 08-25-2014 1354
Report of an animal caught in a trap. Animal removed from trap and trap taken into evidence.

Addresses Involved
200 block of Grove La E, Wayzata, MN 55391

Animal **Reported:** 08-25-2014 1042
Officer observed a dog running loose in neighborhood. Owner was advised.

Addresses Involved
1800 block of Watertown Rd, Long Lake, MN

Utility/Public Works Issue **Reported:** 08-25-2014 0929
Report of a hit gas line. Wayzata Fire arrived on scene first and handled call.

Addresses Involved
400 block of Pondridge Cir, Wayzata, MN

Suspicious **Reported:** 08-25-2014 0850
Report of someone going into vehicle owner's GPS and looking up his home address while it was at the business.

Addresses Involved
1400 block of Wayzata Blvd E, Wayzata, MN

Damage to Property **Reported:** 08-25-2014 0838
Report of construction company blocking roadway and damaging lawn. Construction company is aware of issue and will fix it.

Addresses Involved
200 block of Central Ave N, Wayzata, MN

Road Condition/Debris **Reported:** 08-25-2014 0001
Report of a chair in roadway. Locate blanket in roadway. Debris removed.

Addresses Involved
Bushaway Rd & Hwy 12, Wayzata, MN

Domestic **Reported:** 08-24-2014 2327
Verbal dispute between grandmother and grandson. Parties advised.

Addresses Involved
100 block of Gleason Lake Rd, Wayzata, MN

Damage to Property **Reported:** 08-24-2014 1425
Report of damage to doorway. Unknown at this time if damage was accidental or intentional.

Addresses Involved
100 block of Peavey Lane, Wayzata, MN 55391 USA

Suspicious **Reported:** 08-24-2014 1049
Report of a vehicle on side of road with doors open. Driver stopped because he became car sick.

Addresses Involved
Ferndale Rd N & Hwy 12, Wayzata, MN

Harassment **Reported:** 08-24-2014 0205
Report of a male being harassed by another male while at a local business. Employees separated the two male. Reporting party wanted the incident documented.

Addresses Involved
700 block of Lake Street, Wayzata, MN

Fire **Reported:** 08-24-2014 0124
Vehicle fire. Wayzata Fire extinguished fire. Vehicle suffered major damage.

Addresses Involved
500 block of Park St E, Wayzata, MN

Disturbance **Reported:** 08-23-2014 1609
Report of a combative resident. Officers mediated situation.

Addresses Involved
400 block of Ridgeview Dr E, Wayzata, MN

Accident **Reported:** 08-23-2014 1412
Motorcycle rearended another vehicle. Both occupants of motorcycle were ejected. Both treated for injuries on scene, refused transport.

Addresses Involved
WB Hwy 12 & Broadway Bridge, Wayzata, MN 55391

Recovered **Reported:** 08-22-2014 2251
Officers assisted male party in recovering his stolen cell phone.

Addresses Involved
700 block of Lake St, Wayzata, MN 55391

Suspicious **Reported:** 08-22-2014 1159
Report of a suspicious male in the area. Area checked, unable to locate.

Addresses Involved
800 block of Wayzata Blvd, Wayzata, MN 55391

Accident **Reported:** 08-22-2014 0958
Two vehicle accident. No injuries. Information exchanged.

Addresses Involved
1100 block of Wayzata Blvd E, Wayzata, MN

Fraud **Reported:** 08-22-2014 0719
Attempted phone scam. No personal information given.

Addresses Involved
200 block of Heather La, Long Lake, MN

Fraud**Reported:** 08-21-2014 1225

Report of identity theft. No crime occurred in Wayzata. Information received.

Addresses Involved

600 block of Rice St E, Wayzata

Accident**Reported:** 08-21-2014 0944

Two vehicle property damage accident.

Addresses Involved

Superior Blvd & Rice St, Wayzata, MN

DWI**Reported:** 08-21-2014 0524

46 year old female from Plymouth arrested for 3rd degree driving while intoxicated and driving after cancellation. Tested .21

Addresses Involved

1300 block of Wayzata Blvd E, Wayzata, MN 55391 USA

Names Involved

(Arrested) Lucht, Shelley Ann (Age:46)

Burglary-Residential**Reported:** 08-20-2014 1630

Residential burglary. Suspect(s) forced entry to a rear door between 4:30pm and 11:00pm while the homeowners were away. Items stolen were all small enough to be carried from the scene. Unknown loss at this time. This case is under investigation.

Addresses Involved

100 block of Peavey La, Wayzata, MN 55391

Forgery**Reported:** 08-20-2014 1318

Forged check written on reporting party's account for \$3,900.

Addresses Involved

100 block of Promenade Ave, Wayzata, MN

Road Condition/Debris**Reported:** 08-20-2014 1257

Report of chair in roadway. Officer assisted driver in collecting items that fell out of pickup.

Addresses Involved

Central Ave N & Hwy 12, Wayzata, MN

Suspicious**Reported:** 08-20-2014 0220

Male in park after hours. Male was looking for worms for fishing bait. Advised.

Addresses Involved

Lake Street E, Long Lake, MN 55391 USA

Traffic/Driving Complaint**Reported:** 08-19-2014 2159

Report of two juveniles dancing outside their car while waiting for the train to pass. Parties advised on safety issues.

Addresses Involved

Ferndale Rd S & Lake W, Wayzata, MN

Fireworks **Reported:** 08-18-2014 2230

Report of shots heard in area. Officer heard fireworks in area, unable to locate party responsible for fireworks.

Addresses Involved

200 block of Walker Ave N, Wayzata, MN

Fireworks **Reported:** 08-18-2014 2217

Report of gun shots or fireworks in the area. Officer observed fireworks in area.

Addresses Involved

500 block of Broadway Ave, Wayzata, MN 55391

Suspicious **Reported:** 08-18-2014 1902

Report of two suspicious males walking in area. Males were located. They were leaving a job site and walking to the bus stop.

Addresses Involved

Far Hill Rd & Luce Line, Wayzata, MN

Accident **Reported:** 08-18-2014 1409

Report of a three vehicle crash with injuries blocking traffic. One adult female checked by paramedics, refused transport. Plymouth Auto towed two passenger cars.

Addresses Involved

Bushaway Rd & Wayzata E, Wayzata, MN

Fire **Reported:** 08-18-2014 1358

Report of a vehicle fire. Occupants advised the vehicle had just overheated.

Addresses Involved

Highway 12 & Ferndale Road, Wayzata, MN 55391 USA

Utility/Public Works Issue **Reported:** 08-18-2014 1252

Report of hit gas line. Fire department on scene prior to officer being dispatched. No police response needed.

Addresses Involved

400 block of Pondridge Cir, Wayzata, MN

Unwanted Person **Reported:** 08-18-2014 1227

Report of an unwanted party. Male was advised and sent on his way.

Addresses Involved

100 block of Lake St E, Wayzata, MN

Damage to Property - Criminal **Reported:** 08-18-2014 0806

Report of damage to a mailbox that occurred over the weekend. Loss approximately \$60.00

Addresses Involved

2200 block of Daniels St, Long Lake, MN

DWI **Reported:** 08-17-2014 0043

29 year old male from Plymouth arrested for 4th degree DWI. Tested .11

Addresses Involved

Highway 12 & CR 112 exit, Wayzata, MN 55391 USA

Names Involved

(Arrested) Tadavarti, Bala Veera (Age:29)

Theft **Reported:** 08-16-2014 1601
Theft of a grill, patio furniture, and a sprinkler system from the property.
Loss of approximately \$22,000.

Addresses Involved
600 block of Bushaway Rd, Wayzata, MN 55391

Suspicious **Reported:** 08-15-2014 1504
Suspicious object near intersection. Object was a brush from a vacuum.

Addresses Involved
Wayzata Blvd E & Bushaway Rd, Wayzata, MN 55391

Disturbance **Reported:** 08-14-2014 1830
Loud music complaint. Music was turned down prior to officer arrival.

Addresses Involved
200 block of Lakeview Ave, Long Lake, MN 55356

Warrant **Reported:** 08-13-2014 1429
Welfare check on female. No medical issue. 29 year old female arrested
on an outstanding warrant.

Addresses Involved
1300 block of Wayzata Blvd E, Wayzata, MN 55391

Names Involved
(Arrested) Prosser, Bethany Lane (Age:29)

Warrant **Reported:** 08-12-2014 1948
Report of one down on the hill, unknown problem. No medical issue.
45 year old male arrested on an outstanding warrant.

Addresses Involved
300 block of Park St, Wayzata, MN

Names Involved
(Arrested) Beard, Robert Jerone (Age:45)

Fraud **Reported:** 08-12-2014 1722
Report of an attempted scam. Sent fraudulent check and wanted money
sent back to them. No money was sent.

Addresses Involved
1900 block of Wayzata Blvd, Wayzata, MN

Unwanted Person **Reported:** 08-12-2014 1201
Report of a male soliciting without a permit. Area checked, unable to locate.

Addresses Involved
600 block of Harmony Cir, Wayzata, MN

Damage to Property **Reported:** 08-12-2014 0911
Report of political signs being pulled out of yard and thrown in driveway.

Addresses Involved
100 block of Hunters Glen Road, Wayzata, MN 55391 USA

Fraud **Reported:** 08-11-2014 1235
Email scam attempt. No personal information was disclosed.

Addresses Involved
500 block of Harrington Road , Wayzata, MN 55391 USA

Suspicious **Reported:** 08-11-2014 1047

Report of a suspicious male walking around house.

Male party was a city assessor conducting city business.

Addresses Involved

900 block of Shady La E, Wayzata, MN

Suspicious **Reported:** 08-11-2014 0316

Suspicious occupied vehicle. Driver and passenger were identified and driver was sent on his way. Passenger was transported to Golden Valley.

Addresses Involved

300 block of Broadway Ave South, Wayzata, MN 55391

Domestic **Reported:** 08-10-2014 1941

Male/female verbal dispute. Male half transported to friend's house for the night.

Addresses Involved

1200 block of Tealwood Pl, Long Lake, MN

Domestic Assault **Reported:** 08-10-2014 1729

37 year old female from Wayzata was arrested for domestic assault.

Addresses Involved

100 block of Circle A Dr S, Wayzata, MN 55391

Names Involved

(Arrested) Saclolo, Anna Maria (Age:37)

Disturbance **Reported:** 08-10-2014 1556

Loud music complaint. Music was turned down prior to officer arrival.

Addresses Involved

200 block of Barry Ave S, Wayzata, MN 55391

Fire **Reported:** 08-10-2014 1238

Report of a vehicle fire. Fire was extinguished.

Addresses Involved

Brown Rd N & Grand, Long Lake, MN

Warrant **Reported:** 08-09-2014 1512

25 year old male from Minneapolis arrested on an outstanding warrant.

Addresses Involved

1300 block of Wayzata Blvd, Long Lake, MN 55356

Theft of Vehicle **Reported:** 08-09-2014 1301

Theft of vehicle. Vehicle was recovered in Missouri. Case is under investigation.

Addresses Involved

16000 block of Wayzata Blvd, Wayzata, MN

Theft **Reported:** 08-09-2014 1213

Gas no pay, loss \$67.

Addresses Involved

1300 block of Wayzata Blvd, Wayzata, MN 55391

Domestic **Reported:** 08-09-2014 0032
Male/female verbal dispute. Male half was transported to Minneapolis.

Addresses Involved
300 block of Glenmoor La, Long Lake, MN

Suspicious **Reported:** 08-08-2014 0315
Suspicious occupied vehicle parked in lot after hours. Driver was advised and sent on his way.

Addresses Involved
1000 block of Wayzata Blvd, Wayzata, MN 55391

Theft **Reported:** 08-07-2014 1951
Theft of money and a voided check. Loss \$100.

Addresses Involved
2000 block of Wayzata Blvd W , Long Lake, MN 55356

Customer Trouble **Reported:** 08-07-2014 1352
Report of an out of control female who was upset about not being able to cash a check. The female left prior to officer arrival.

Addresses Involved
1100 block of Wayzata Blvd E, Wayzata, MN 55391 USA

Theft **Reported:** 08-06-2014 1350
Identity theft report. Bank account and bank card opened in reporting party's name.

Addresses Involved
100 block Gleason Lake Road, Wayzata, MN 55391 USA

Domestic **Reported:** 08-05-2014 2120
Father/son dispute. Both parties were advised.

Addresses Involved
100 block of Grand Ave, Wayzata, MN

Trespassing **Reported:** 08-05-2014 1006
Report of two males swimming in the pool without permission. Trespass notices given.

Addresses Involved
200 block of Wayzata Blvd W, Wayzata, MN

Utility/Public Works Issue **Reported:** 08-04-2014 2054
Assisted Long Lake Fire Department on a hit gas line.

Addresses Involved
Watertown Rd and Valley View Rd, Long Lake, MN

Permit/License **Reported:** 08-04-2014 0952
Non-profit solicitors, The Fund for Public Interest, will be in town canvassing from August 1 to September 6, 2014.

Addresses Involved
City of Wayzata, MN 55391 USA

Juvenile Curfew **Reported:** 08-04-2014 0156
Report of a disturbance at the park. Six juveniles cited for curfew.

Addresses Involved
400 block of Dexter Dr, Long Lake, MN 55356

Suspicious**Reported:** 08-02-2014 1404

Report of a suspicious male in area. Male located, he had a solicitor permit issued by the city and was out canvassing.

Addresses Involved

100 block of Westwood La S, Wayzata, MN

Animal**Reported:** 08-02-2014 1352

Reporting party found a stray white lab. Owner was located through microchip information.

Addresses Involved

600 block Harmony Cir, Wayzata, MN

Damage to Property - Criminal**Reported:** 08-02-2014 0111

Damage to multiple vehicles in the area. Unknown loss at this time. This case is under investigation.

Addresses Involved

800 block of Rice Street E, Wayzata, MN 55391

Suspicious**Reported:** 08-01-2014 2236

Report of a suspicious unoccupied vehicle with lights on and doors open. Owner located, he forgot to close doors after carry items inside.

Addresses Involved

100 block of Benton Ave N, Wayzata, MN

Missing Person**Reported:** 08-01-2014 1605

Female called to report her boyfriend missing. Female was advised he was not missing, he had been transported to the hospital after falling.

Addresses Involved

100 block of Grand Ave S, Wayzata, MN 55391

TRAFFIC - AUGUST, 2014

CITATIONS	269
WRITTEN WARNINGS	17
VERBAL WARNINGS	77

Description	Aug 2014
MISSING PERSON	4
MISSING ANIMAL	3
MISSING/LOST PROPERTY	5
FOUND ANIMAL	3
FOUND PROPERTY	6
ABANDONED VEHICLE	1
RECOVERED STOLEN PROPERTY	3
SAFEKEEPING & DISPOSAL	1
PIMV	6
PDMV	15
H & R PDMV	3
FALL/CUT	3
Other Fire/Smoke	1
Multiple Dwelling Fire	1
Vehicle Fire	3
FIRE ALARM	18
GAS LEAK/SMELL	4
HAZ ROAD CONDITION	4
SUDDEN DEATH	1
OTHER MEDICAL	55
Medical Alarm	5
72 Hour Hold/Emergency Admission	3
WELFARE CHECK - ADULT	10
WELFARE CHECK - JUV	2
MENTAL HEALTH ISSUE	1
INFO REC'D	14
VERBAL DOMESTIC	4
CIVIL MATTER	8
TRESPASSING WARNING GIVEN	2
DISTURBANCE/FIGHT/LOUD PARTY/HARASSMENT	19
SUSPICION	31
OPEN DOOR/WINDOW	1
CONFIDENTIAL INFO	1
SCAM/FRAUD ATTEMPT	6
FIREWORKS COMPL	4
MISC. JUVENILE PROBLEM	4
LEAKY LOAD/DUMPING	1
DRIVING/TRAFFIC COMPLAINT	31
PARKING COMPL	10
RECORD CHECKS	17
Solicitor Permit	1
PARKING PERMIT	6
SOLICITATION	2
BURNING VIOLATION	1

ANIMAL VIOLATION - Verbal Warning	1
ANIMAL COMPLAINT/CHECK	18
DOG LICENSE ISSUED	2
PATROL REQUEST	2
ADULT PROTECTION ASSIST	5
FINGERPRINTS	6
ASSIST CHILD PROTECTION	1
MOTORIST ASSIST/STALL	14
UTILITY PROBLEM	3
PUBLIC ASSIST	19
LOCKOUT	9
BUSINESS ALARM	15
CO2 ALARM	3
HOME ALARM	13
911 HANG-UP	15
ASSIST OTHER DEPT	11
WARRANT/ATTEMPT/ARREST	3
TRAFFIC CONTROL / DIRECT ENFORCEMENT	9
Impound Release	1
TRANSPORT	2
EMERGENCY MESSAGE DELIVERY	1
ASLT 5-MS-INFLICT BD HRM-HANDS-ASLT-AC	1
DOM ASLT-MS-INFLT BODILY HARM-HANDS-AD-FAM	2
BURG 2-OCC BLDG-FRC-N-UNK WEAP-COMM THEFT	1
FORGERY-FE-ENDORSE-CHK-OV-2500-PERSON	1
FORGERY-MS-OTH ACT-MONEY-UNKNOWN VICTIM	1
TRAFFIC-GM-OTHER-MV	4
TRAF-AC-GM-2ND DEG DWI-UI ALCOHOL-MV	1
TRAF-AC-GM-3RD DEG DWI-UI ALCOHOL-MV	1
TRAF-ACC-M-4TH DEG DWI-UI ALCOHOL-MV	1
TRAF-ACC-MS-4TH DEG DWI-08 OR MORE -MV	1
JUVENILE-CURFEW	1
PROP DAMAGE-FE-PRIVATE-UNK INTENT	1
PROP DAMAGE-MS-PRIVATE-OTHER INTENT	1
TRESPASS-MS-PRIVATE-UNK INTENT	1
THEFT-MORE 35000-FE-FRM PERSON-OTH PROP	1
THEFT-OVER 5000 DLRS FE-YARDS-OTH PROP	1
THEFT-500 OR LESS MS-PERSON-MONEY	1
THEFT-500 OR LESS MS-SELF SERVE GAS-GAS ONLY	1
THEFT-GM-IDENTITY THEFT-501-2500	1

2013	2014 May	2014 June	2014 July	2014 August	YTD 2014
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BUILDING CONSTRUCTION

NUMBER OF BLDG. PERMITS	180	21	23	24	9	134
PROJECT VALUE	\$86,541,995.07	\$9,394,837.00	\$7,873,961.00	\$9,545,520.00	\$929,042.00	\$59,321,671.31
BUILDING PERMIT FEE	\$450,148.65	\$46,601.25	\$45,285.50	\$53,127.34	\$7,936.50	\$314,178.59
PLAN CHECK FEE	\$263,643.54	\$20,682.19	\$28,739.04	\$33,668.72	\$4,683.05	\$189,808.25

EXTERIOR REPAIR

NUMBER OF PERMITS	54	10	8	8	9	48
PROJECT VALUE	\$803,851.01	\$115,141.00	\$141,187.70	\$58,572.00	\$172,748.00	\$653,775.70
PERMIT FEE	\$12,737.00	\$ 1,958.00	\$ 2,434.00	\$ 1,239.00	\$ 2,912.75	\$11,250.75

MECHANICAL

NUMBER OF PERMITS	154	16	12	16	23	134
PROJECT VALUE	\$4,245,740.00	1,273,230.95	137,033.60	266,319.40	179,014.25	\$4,167,055.95
PERMIT FEE	\$70,487.99	20,089.12	2,763.08	5,014.90	3,626.90	\$70,404.84

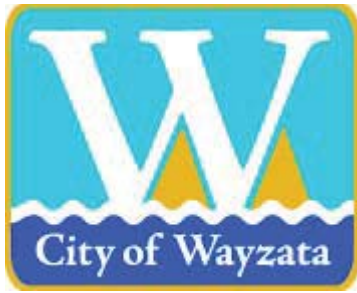
PLUMBING

NUMBER OF PERMITS	166	14	15	15	21	119
PROJECT VALUE	\$1,041,197.50	\$143,250.00	\$258,060.00	\$939,244.00	\$86,750.00	\$3,403,645.00
PERMIT FEE	\$21,005.93	\$2,918.00	\$4,631.92	\$14,814.54	\$1,929.00	\$57,830.12

TOTAL # OF PERMITS	554	61	58	63	62	435
TOTAL INCOME	\$818,023.11	\$92,248.56	\$83,853.54	\$107,864.50	\$21,088.20	\$643,472.55

NUMBER OF INSPECTIONS

BUILDING	639	90	83	85	83	593
EXTERIOR	74	17	11	8	7	49
HVAC	318	44	34	23	24	255
PLUMBING	294	40	39	39	28	224
OTHER	39	0	0	0	0	6
TOTAL # OF INSPECTIONS	1364	191	167	155	142	1127



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 Nelson, City Manager

DATE: September 10, 2014

RE: Public Hearing for Business Subsidy Criteria and Public Financing Policy

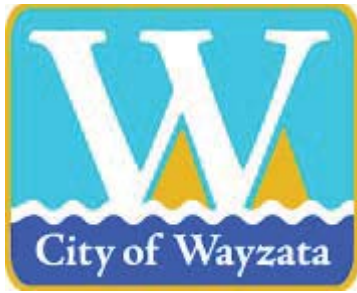
As a part of the Redevelopment Plan created by the HRA and City Council in May of 2013, a recommendation was made to create Business Subsidy Criteria and a Public Financing Policy. At the regular meeting of the HRA on April 24th 2014, potential business subsidy criteria and terms of a policy for public financing for redevelopment projects in Wayzata were discussed. At the August 8th meeting, the HRA reviewed a draft policy and recommended that the City Council adopt the policy. Minutes from the April 24 and August 8, 2014 HRA meetings are attached for reference. The City's Redevelopment Plan of May 2013 is also attached for reference.

The policy in general reflects the following:

- Flexibility, recognizing the unique nature of redevelopment projects and avoiding a one size fits all approach
- Appropriate guidance for staff and advisors to act as a filter for proposed projects, ensuring they meet the spirit and intent of the policy before bringing them forward to the HRA or City Council
- A willingness to use the maximum number of years allowed by statute for TIF districts when warranted
- No elaborate job and wage goals, since this is not the primary public purpose of redevelopment in Wayzata. Job and wage goals should meet the statutory requirements and provide for flexibility.

In addition, the HRA provided direction on specific issues and statutory requirements as follows:

- Statement that public assistance will not be provided where project costs are inflated as a result of overpayment for land
- Public assistance will not be provided for rental housing



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

Mayor:
Ken Willcox

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Tom Tanner

City Manager:
Heidi Nelson

- Forgiveness of city fees would generally not be considered
- The statutory wage floor should be set at 150% of federal minimum wage

Attached to this memorandum is the recommended Business Subsidy Criteria and Public Financing Policy and the application the City would utilize for the process. City Council is required to hold a public hearing tonight and adopt the attached resolution to formally adopt the policy. Upon formal approval, the city's financial advisors, Ehlers, will submit the policy to the Department of Employment and Economic Development (DEED) as required by State Statute.

**CITY OF WAYZATA
HENNEPIN COUNTY
STATE OF MINNESOTA**

Council member _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. 27-2014

**RESOLUTION ADOPTING A POLICY AND CRITERIA
FOR GRANTING BUSINESS SUBSIDIES**

BE IT RESOLVED By the City Council (the "Council") of the City of Wayzata, Minnesota (the "City") as follows:

Section 1. Recitals.

1.01. *Minnesota Statutes, Sections 116J.993 through 116J.995* (the "Statutes") require the adoption of a policy and criteria for the granting of business subsidies as defined in the Statutes; and,

1.02. The City has determined that it is necessary and appropriate to adopt a business subsidy policy and criteria pursuant to the Statutes; and,

1.03. The City has performed all actions required by law to be performed prior to the adoption and approval of the proposed business subsidies, including the holding of a public hearing upon published notice as required by law on September 16, 2014.

Section 2. City Approval; Further Proceedings

2.01. The business subsidy policy and criteria, contained in Exhibit A of this resolution are hereby approved, ratified, established, and adopted and shall be placed on file at City Hall.

2.02. The City Manager is authorized and directed to file a copy of the business subsidy criteria, along with annual reports, to the Minnesota Department of Employment and Economic Development, pursuant to the Statutes.

The motion for the adoption of the foregoing resolution was duly seconded by Council member _____, and upon a vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Dated: September 16, 2014.

ATTEST:

Ken Willcox, Mayor

Heidi Nelson, City Manager

ACTION ON THIS RESOLUTION:

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

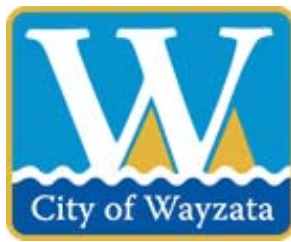
Resolution:

I hereby certify that the foregoing is a true and correct copy of Resolution No. 27-2014 adopted by the City Council of the City of Wayzata, Minnesota, at a duly authorized meeting held on September 16, 2014.

Becky Malone, Deputy City Clerk

SEAL

Exhibit A



City of Wayzata Business Subsidy Criteria and Public Financing Policy September 16, 2014

INTRODUCTION:

This Policy is adopted for purposes of the business subsidies act, which is Minnesota Statutes, Sections 116J.993 through 116J.995 (the “Statutes”). Terms used in this Policy are intended to have the same meanings as used in Statutes. Subdivision 3 of the Statutes specifies forms of financial assistance that are not considered a business subsidy. This list contains exceptions for several activities, including redevelopment, pollution clean-up, and housing, among others. By providing a business subsidy, the city commits to holding a public hearing, as applicable, and reporting annually to the Department of Employment and Economic Development on job and wage goal progress.

1. PURPOSE AND AUTHORITY

- A. The purpose of this document is to establish criteria for the City of Wayzata for granting of business subsidies and City public financing for private development within the City. These criteria shall be used as a guide in processing and reviewing applications requesting business subsidies and/or City public financing.
- B. The City's ability to grant business subsidies is governed by the limitations established in the Statutes. The City may choose to apply its Business Subsidy Criteria to other development activities not covered under this statute. City public financing may or may not be considered a business subsidy as defined by the Statutes.
- C. Unless specifically excluded by the Statutes, business subsidies include grants by state or local government agencies, contributions of personal property, real property, infrastructure, the principal amount of a loan at rates below those commercially available to the recipient of the subsidy, any reduction or deferral of any tax or any fee, tax increment financing (TIF), abatement of property taxes, loans made from City funds, any guarantee of any payment under any loan, lease, or other obligation, or any preferential use of government facilities given to a business.
- D. These criteria are to be used in conjunction with other relevant policies of the City. Compliance with the Business Subsidy Criteria and City Public Financing Guidelines shall not automatically mean compliance with such separate policies.

- E. The City may deviate from these criteria by documenting in writing the reason(s) for the deviation. The documentation shall be submitted to the Department of Employment and Economic Development with the next annual report.
- F. The City may amend this document at any time. Amendments to these criteria are subject to public hearing requirements contained in the Statutes.

2. BUSINESS SUBSIDY PUBLIC PURPOSE REQUIREMENT

- A. All business subsidies must meet a public purpose with measurable benefit to the City as a whole. Public purpose may include, but not be limited to: diversification of the local economy, creating needed services or facilities not currently available, redeveloping and removing blight and encouraging redevelopment in the commercial areas of the City in order to encourage high levels of property maintenance and private reinvestment in those areas, retaining local jobs, increasing the job base, and providing diversity in that job base, enhancing existing jobs through increased wages, encouraging additional unsubsidized private development in the area, either directly, or through secondary “spin off” development, offsetting increased costs of redevelopment over and above those costs that a developer would incur in normal urban and suburban development, and meeting other uses of public policy, as adopted by the Council from time to time including the promotion of quality urban design, quality architectural design, energy conservation, decreasing the capital and operating costs of local government, etc.
- B. Job retention may only be used as a public purpose in cases where job loss is specific and demonstrable. The City shall document the information used to determine the nature of the job loss.
- C. The creation of tax base shall not be the sole public purpose of a subsidy.
- D. Unless the creation of jobs is removed from a particular project pursuant to the requirements of the Statutes, the creation of jobs is a public purpose for granting a subsidy. Creation of at least one Full Time Equivalent (FTE) job is a minimum requirement for consideration of assistance.
- E. The wage floor for wages to be paid for the jobs created shall be not less than 150% of the State of MN Minimum Wage. The City will seek to create jobs with higher wages as appropriate for the overall public purpose of the subsidy. Wage goals may also be set to enhance existing jobs through increased wages, which increase must result in wages higher than the minimum under this Section.
- F. After a public hearing, if the creation or retention of jobs is determined not to be a goal, the wage and job goals may be set at zero.

3. SUBSIDY AGREEMENT

- A. In granting a business subsidy, the City shall enter into a subsidy agreement with the recipient that provides the following information: wage and job goals (if applicable), commitments to provide necessary reporting data, and recourse for failure to meet goals required by the Statutes.

- B. The subsidy agreement may be incorporated into a broader development agreement for a project.
- C. The subsidy agreement will commit the recipient to providing the reporting information required by the Statutes.

4. CITY'S OBJECTIVE FOR THE USE OF PUBLIC FINANCING

- A. As a matter of adopted policy, the City may consider using public financing which may include tax increment financing (TIF), tax abatement, bonds, and other forms of public financing as appropriate, to assist private development projects when such assistance complies with all applicable statutory requirements to:
 - 1. Remove blight and/or encourage redevelopment in designated redevelopment/development area(s) per the goals and visions established by the HRA and City Council.
 - 2. Diversify the local economy and tax base.
 - 3. Encourage additional unsubsidized private development in the area, either directly or through secondary "spin-off" development.
 - 4. Offset increased costs for redevelopment over and above the costs that a developer would incur in normal urban and suburban development (determined as part of the But-For analysis).
 - 5. Facilitate the development process and promote development on sites that could not be developed without this assistance.
 - 6. Retain local jobs and/or increase the number and diversity of quality jobs
 - 7. Meet other uses of public policy, as adopted by the City Council from time to time, including but not limited to promotion of quality urban design, quality architectural design, energy conservation, sustainable building practices, and decreasing the capital and operating costs of local government.

5. PUBLIC FINANCING PRINCIPLES

- A. The guidelines and principles set forth in this document pertain to all applications for City public financing regardless of whether they are considered a Business Subsidy as defined by the Statutes. The following general assumptions of development/redevelopment shall serve as a guide for City public financing:
 - 1. All viable requests for City public financing assistance shall be reviewed by staff, and, if staff designates so, a third party financial advisor who will inform the City of its findings and recommendations.

2. The City shall establish mechanisms within the development agreement to ensure that adequate checks and balances are incorporated in the distribution of financial assistance where feasible and appropriate, including but not limited to:
 - a. Third party review of the “but for” analysis
 - b. Establishment of “look back provisions”
 - c. Establishment of minimum assessment agreements
3. TIF and abatement will be provided on a pay-as-you-go-basis. Any request for upfront assistance will be evaluated on its own merits and may require security to cover any risks assumed by the City.
4. The City will set up TIF districts in accordance with the maximum number of statutory years allowable. However, this does not mean that the developer will be granted assistance for the full term of the district.
5. The City will elect the fiscal disparities contribution to come from inside applicable TIF district(s) to eliminate any impact to the existing tax payers of the community.
6. Public financing will not be used to support speculative commercial, office or housing projects. In general the developer should be able to provide market data, tenant letters of commitment or finance statements which support the market potential/demand for the proposed project.
7. Public financing will not be used in projects that would give a significant competitive financial advantage over similar projects in the area due to the use of public subsidies. Developers should provide information to support that assistance will not create such a competitive advantage. Priority consideration will be given to projects that fill an unmet market need.
8. Public financing will not be used in a project that involves a land and/or property acquisition price in excess of fair market value.
9. TIF and Abatement will not be utilized for the construction of new rental housing units.
10. The developer will pay all applicable application fees and pay for the City and HRA’s fiscal and legal advisor time as stated in the City’s Public Assistance Application.
11. The developer shall proactively attempt to minimize the amount of public assistance needed through the pursuit of grants, innovative solutions in structuring the deal, and other funding mechanisms.

6. PROJECTS WHICH MAY QUALIFY FOR PUBLIC FINANCING ASSISTANCE

- A. All new applications for assistance considered by the City must meet each of the following minimum qualifications. However, it should **not** be presumed that a project meeting any of the qualifications will automatically be approved for assistance. Meeting the qualifications does not imply or create contractual rights on the part of any potential developer to have its project approved for assistance.

6.1 MINIMUM QUALIFICATIONS:

- A. In addition to meeting the applicable requirements of State law, the project shall meet one or more of the Public financing objectives outlined in Section 4; and shall either:
 - 1. Remove blight and/or encourage redevelopment in the City in order to encourage high quality development or redevelopment and private reinvestment in those areas; OR
 - 2. Facilitate the development process to achieve development on sites which would not be developed without this assistance.
- B. The developer must demonstrate to the satisfaction of the City that the project is not financially feasible “but for” the use of tax increment or other public financing.
- C. The project must be consistent with the City’s Comprehensive Plan and Zoning Ordinances, Design Guidelines or any other applicable land use documents.
- D. Prior to approval of a financing plan, the developer shall provide any requested market and financial feasibility studies, appraisals, soil boring, private lender commitment, and/or other information the City or its financial consultants may require in order to proceed with an independent evaluation of the proposal.
- E. The developer must provide adequate financial guarantees to ensure the repayment of any public financing and completion of the project. These may include, but are not limited to, assessment agreements, letters of credit, personal deficiency guarantees, guaranteed maximum cost contract, etc.
- F. Any developer requesting assistance must be able to demonstrate past successful general development capability as well as specific capability in the type and size of development proposed. Public financing will not be used when the developer’s credentials, in the sole judgment of the City, are inadequate due to past history relating to completion of projects, general reputation, and/or bankruptcy, or other problems or issues considered relevant to the City.
- G. The developer, or its contractual assigns, shall retain ownership of any portion of the project long enough to complete it, to stabilize its occupancy, to establish project management and/or needed mechanisms to ensure successful operation.

6.2 DESIRED QUALIFICATIONS:

- A. Projects providing higher than a 3 to 1 ratio of private investment to City public investment will receive priority consideration. Private investment includes developer cash, government and bank loans, conduit bonds, tax credit equity, and land if already owned by the developer.
- B. Proposals that significantly increase the amount of property taxes paid after redevelopment will receive priority consideration.
- C. Proposals that encourage the following will receive priority consideration:
 - 1. Implementation of the City's values and vision for its lakefront, as detailed in the Lake Effect Design Framework
 - 2. Adding needed road, access and multi-modal improvements
 - 3. Contributes additional public parking
 - 4. Alleviates the need for additional public parking
 - 5. Provides significant improvement to surrounding land uses, the neighborhood, and/or the City
 - 6. Attracts or retains a significant employer within the City
 - 7. Provides significant rehabilitation of an existing apartment complex or significant rehabilitation and/or expansion of existing office or commercial facility
- D. Preference will be given to projects that meet good public policy criteria as determined by the City Council, including:
 - 1. High project quality (e.g. sound architectural design, quality construction and materials, sustainable building practices)
 - 2. Projects that meet financial feasibility criteria established by the City
 - 3. Projects that provide the highest and best desired use for the property

7. PUBLIC FINANCING PROJECT EVALUATION PROCESS

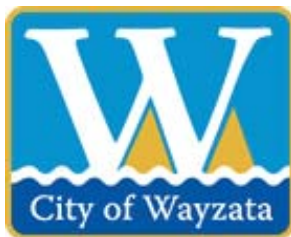
- A. The following methods of analysis for all public financing proposals will be used:
 - 1. Consideration of project meeting minimum qualifications
 - 2. Consideration of project meeting desired qualifications

3. Project meets “but-for” analysis and/or statutory qualifications
4. Project is deemed consistent with City’s Goals and Objectives

Please note that the evaluation methodology is intended to provide a balanced review. Each area will be evaluated individually and collectively and in no case should one area outweigh another in terms of importance to determining the level of assistance.

Adopted by the Wayzata HRA August 8, 2014

Adopted by the Wayzata City Council _____, 2014



600 Rice Street East • Wayzata, MN 55391 • Phone (952) 404-5300 • Fax (952) 404-5318

APPLICATION FOR PUBLIC FINANCING

Applicant Information

1. **Applicant Name:** _____
(Name should be the officially registered name of the business entity.)

Address: _____

Telephone: _____ Email Address: _____

2. **Name of Person Completing the application:** _____

Address: _____

Telephone: _____ Email Address: _____

3. **Names and Addresses of Architect, Engineer, and General Contractor for this project:**

Attorney Name: _____

Address: _____

Telephone: _____ Email Address: _____

Architect Name: _____

Address: _____

Telephone: _____ Email Address: _____

Engineer Name: _____

Address: _____

Telephone: _____ Email Address: _____

General Contractor Name: _____

Address: _____

Telephone: _____ Email Address: _____

4. **If the applicant is a corporation, please name officers, directors, or stockholders holding more than 5% of the stock of the corporation. If the corporation is not formed, provide as much information as possible concerning potential officers, directors, or stockholders:**

4a. If the applicant is a general partnership, name of the general partners and if a limited partnership, state the general partners and limited partners with more than 5% interest in the limited partnership. If the partnership is not formed, provide as much information as possible concerning potential officers, directors or stockholders.

4b. Has the applicant ever been in bankruptcy? If yes, please describe the circumstances.

Yes (please Explain): _____

No: _____

4c. Has the applicant ever been convicted of a felony? Is yes, please describe the circumstances.

Yes (please Explain): _____

No: _____

4d. Has the applicant ever defaulted on any bond or mortgage commitment?

Yes (please Explain): _____

No: _____

Project Information

1. PID#'s, legal description, address, and size of project site:

PID#: _____

Address: _____

Legal Description: _____

Size of Project Size (Acres): _____

2. Current ownership of the site: _____

3. Do you have current control of the site:

Yes: _____

No: _____

4. Project description.

5. If property is to be subdivided or replatted, please describe.

6. Estimated project costs: (Please enclose detailed sources and uses and 15-year operating *Pro Forma*).

a. Land Acquisition: \$ _____

b. Environmental/Soil Corrections: _____

c. Surveys: _____

d. Public Improvements: _____

e. Site Development: _____

f. Demolition: _____

g. Building(s): _____

Shell (if applicable) _____

Tenant Improvements
(if applicable) _____

h. FF&E: _____

i. Architectural & Engineering Fees: _____

j. Legal Fees/Other Consulting Fees: _____

k. Financing Costs: _____

l. Construction Interest: _____

m. Title Insurance: _____

n. Mortgage Registration: _____

- o. Bank/Borrower Legal: _____
- p. Recording/Closing: _____
- q. Construction Loan Fees: _____
- r. SAC/WAC: _____
- s. Park Dedication: _____
- t. Appraisal: _____
- u. Taxes: _____
- v. Contingencies (construction): _____
- w. Contingencies (soft): _____
- x. Other: _____

TOTAL \$ _____

7. Source of Financing

- a. Equity: \$ _____
- b. Bank Financing: _____
- c. Public Assistance:
(TIF or Tax Abatement) _____
- d. Other governmental loans/grants: _____
- e. Deferred Developer Fees: _____
- f. Other: _____

TOTAL \$ _____

Terms of Financing (years): _____

Rate of Financing: _____

Cap Rate: _____

8. Project Construction Schedule:

- a. Construction Start Date: _____
- b. Construction Completion Date: _____
- c. If Phased Project :

January 2, (year) _____ % Completed _____

January 2, (year) _____ % Completed _____

9. Total Estimated Market Value of Project upon completion \$ _____

10. Please indicate how the project would meet one or more of Wayzata's Economic Development Goals (identify goal and state reason):

1. Implementation of the City's values and vision for its lakefront, as detailed in the Lake Effect Design Framework
2. Adding needed road, access and multi-modal improvements
3. Contributes additional public parking
4. Alleviates the need for additional public parking
5. Provides significant improvement to surrounding land uses, the neighborhood, and/or the City
6. Attracts or retains a significant employer within the City
7. Provides significant rehabilitation of an existing apartment complex or significant rehabilitation and/or expansion of existing office or commercial facility

11. Please explain how the proposed either contributes to or alleviates the need for additional public parking.

12. Will any public official of the City, either directly or indirectly, benefit from the issuance of public assistance within the meaning of Minnesota Statutes, Section 412.311 or 471.87? If yes, please explain the circumstances.

Yes (please Explain): _____

No: _____

Public Assistance Request

1. Amount of assistance and term.

Amount: _____

Term (years): _____

2. Describe the purpose for which Public Assistance (TIF or Tax Abatement) is required.

3. Please submit an itemized list of project costs for which TIF assistance is being requested.

4. State specific reasons why, "but for" the use of public assistance, this project would not be possible.

Application Process

1. The following documents must accompany the Application:

- A. A detailed sources & uses statement and 15-year project *Pro Forma*
- B. Parcel Map depicting the proposed redevelopment area
- C. Site plans and floors plans (as available)
- D. Significant additional information may be requested at any time by the City/HRA and may be in addition to the materials outlined in this application. The Applicant shall be required to submit any and all information as requested by the City/HRA.

2. Applicant acknowledges and agrees to pay the \$3,000 Public Assistance Application Fee and is **non-refundable**.

3. At the time of acceptance by staff of the Public Financing Application, the applicant shall deposit \$10,000 with the City/HRA to cover attorney and consultant costs incurred as part of establishing a TIF district or abatement, drafting and negotiating a development agreement, and conducting any fiscal analysis that may be required to meet the requirements of utilizing any public financing. If additional expenses are incurred beyond the \$10,000, prior to the execution of a development agreement, the City/HRA shall notify the applicant in writing and the applicant will be required to deposit additional funds upon notice.
4. The Applicant shall hold the City/HRA, its officers, consultants, attorneys, and agents harmless from any and all claims arising from or in connection with the Project or Public Assistance Application, including but not limited to, any legal or actual violations of any State or Federal securities laws.
5. The Applicant recognizes and agrees that the City/HRA reserves the right to deny any application for Public Assistance at any stage of the proceedings prior to adopting the resolution approving the public assistance, that the Applicant is not entitled to rely on any preliminary actions by the City/HRA prior to the final resolution, and that all expenditures, obligations, costs, fees, or liabilities incurred by the Applicant in connection with the Project are incurred by the Applicant at its sole risk and expense and not in reliance on any actions of the City/HRA.

The undersigned, a duly authorized representative of the Applicant, hereby certifies that the foregoing information is true, correct, and complete as of the date hereof and agrees that the Applicant shall be bound by the terms and provisions herein.

APPLICANT'S NAME

DATE

CITY ACCEPTANCE OF APPLICATION

DATE

\$ _____
FEE AMOUNT REMITTED

DATE

1 HRA members present: T. Shaver, B. Ambrose, D. McGill, B. Petit, R. Wothe
2 HRA members absent: None
3 City Staff/HRA Executive Director present: Heidi Nelson
4 City Staff present: Becky Malone, Bryan Gadow
5 Also Present: Stacie Kvilvang of Ehlers & Associates, Jason Aarsvold of Ehlers &
6 Associates

7
8 Chairman Shaver called the meeting of the HRA to order at 7:35 am.
9

10 APPROVAL OF AGENDA

11 McGill motioned to approve the April 24, 2014, meeting agenda as presented, seconded
12 by Ambrose The motion passed 5/0 by voice vote.
13

14 APPROVAL OF MINUTES – MINUTES OF January 23, 2014

15 Wothe motioned to approve the January 23, 2014, minutes as presented, seconded by
16 McGill. The motion passed 5/0 by voice vote.
17

18 NEW BUSINESS
19

20 a. Review Parking Study and Financing Background Information

21 Gadow reviewed the Parking Study prepared in 2012 by SRF Consultants. This study
22 includes the use of traffic models and on site evaluations in October and July. At this
23 time the City has an overall surplus of parking spaces in the downtown area even
24 though some areas may have a deficit. Depending on what could happen with the
25 redevelopment of Zone 10, this could trigger a significant deficit in parking. Now that
26 the study has been completed, the City needs to look at what financing solutions may
27 be available and designs and capacity.
28

29 Shaver stated the study did not provide the same level of detail for both the east and the
30 west side.
31

32 Gadow stated SRF did a scan of the whole community in October but the City felt there
33 were key pieces missing including the bike travel in the western part of town. The City
34 asked SRF to look at the western end more closely during July to get a better picture of
35 peak usage in that area and also to look at different redevelopment scenarios
36 specifically in Zone 10.
37

38 McGill stated the middle paragraph on page 9 of 28 indicates the City has assisted
39 other communities in funding their public parking ramps. He asked if this was a matter
40 of using the bonding capacity.
41

42 Stacie Kvilvang stated Ehlers & Associates has worked with other communities that also
43 have public parking facilities in their downtown areas. She stated this is a public
44 financing method and there is typically two (2) ways to do this. One is tax abatement
45 bonds and the other is statutory authorities that are specific for public owned parking.
46 The City will need to look at what financing options they want to do including special
47 assessments, use cash to buy down some of the debt or other sources such as the
48 Presbyterian Homes development tax increment. The City could also consider

1 assessing the benefiting properties in the area. There are some policy discussions the
2 Council will need to have regarding charging for parking as well.

3
4 Shaver asked if the \$1.3 million adjustment for the City owned lot was an appraised
5 value.

6
7 Nelson clarified the amount is not an appraisal amount. It was more a market rate
8 based on other sales in the area and the value used for establishing the TIF for
9 Presbyterian Homes. There have been other entities interested in this lot but
10 Presbyterian Homes has first right to the property. At this time they are interested in the
11 property but not immediately.

12
13 Wothe asked what they would use the property for.

14
15 Nelson stated Presbyterian Homes has the first option until 2016. It could be used as
16 small office/retail space to compliment the businesses across the street.

17
18 Shaver stated using the proceeds from the City owned property and a draw down on a
19 portion of the City's funds on the TIF for the Presbyterian Homes project but 5% of this
20 TIF was to be used for services that would support the density. He asked if there had
21 been any study on what value the City could get from this TIF project to allow the City to
22 continue to administer the burden and what is available.

23
24 Kvilvang stated the tax increment that is generated from this cannot be utilized for basic
25 City services. They have to be reinvested for redevelopment purposes within the
26 community. If the City wanted to use that 5%, the City would have to send it back to the
27 County for redistribution and the City would only get their set percentage back to the
28 general fund.

29
30 Shaver clarified it would be more beneficial to maximize these proceeds and use them
31 for redevelopment opportunities.

32
33 Nelson stated the TIF projections have been updated based on the first year of
34 assessments. Once this has been evaluated it will be brought back to the HRA for
35 further discussions.

36
37 Shaver stated one of the big questions that needs to be looked at is if this will be a pay
38 for parking facility because this will have an impact of funding. He asked what the time
39 frame is for the Council to resolve this issue.

40
41 Nelson stated there have been discussions with the Council. There are models
42 throughout the Metro area regarding these types of facilities. She stated the
43 expectations are that you do not pay for parking in the suburbs. The option of permitted
44 spaces for employees is also being looked at.

45
46 Shaver stated the financing portion of this project will depend on the decision regarding
47 free parking or paid parking. He stated the timing of this decision could have significant
48 impact.

1
2 Petit stated there are a lot of pieces being presented but not a clear overall picture of
3 the plan for the area. He asked if the Council had a big picture view of the project area
4 so the HRA could provide more focused discussions and recommendations. He stated
5 this is a critical junction in providing direction for the City. He stated the City needs to
6 determine if they want to increase density in this area or not.

7
8 Ambrose stated in the past the City has always told businesses that they need to
9 provide their own parking but if the larger community vision involves increasing the
10 attraction to the City with the lake effect then there is more responsibility for the City to
11 provide a place for these people once they come.

12
13 Petit asked what the Committee should be considering at this time.

14
15 Nelson stated for the Presbyterian Homes project, many of the improvements that are
16 being constructed around that project were part of studies to analyze the traffic impacts
17 and parking demand. One of the components of the Lake Effect project is a parking
18 structure to add capacity to downtown. At this time it is difficult to know what will
19 happen out of the Lake Effect Plan.

20
21 Petit asked if changes are the best solutions or if they are the best the City can do given
22 what they have. He expressed concerns about the getting to the destination because
23 the City will find a way to fund it. There are areas in town that used to be easy to get
24 around but have gotten increasingly difficult due to traffic.

25
26 Gadow clarified Petit's concerns were regarding the street pattern getting from the north
27 side of town to the lake front.

28
29 Petit clarified that this is a large piece of his concerns.

30
31 Shaver stated with a large project the City does require a traffic study. If the City
32 continues to develop and grow it will take more time to get places, but the questions is
33 what is considered an acceptable time. The City is gearing up for more densification of
34 the lake front. When Presbyterian Homes was planned, the traffic study at that time
35 showed steps the City has already taken. He stated Petit's concerns lie in the Lake
36 Effect study and the overall grand plan, what is the vision for the City and how are we
37 going to do this. He stated the overall question would be "What do we want Wayzata to
38 be?"

39
40 Nelson stated the City is looking at how to move forward and what implementation
41 would look like. She stated there would be a design process that would include what
42 the City wants it to look like and what the traffic and parking impacts would be. It is hard
43 to know what the streets should be without knowing what the project will be for the area.

44
45 McGill stated at some point the City will need to figure out how to get people from Hwy
46 394 to the downtown area as well as getting around downtown.

1 Gadow stated this is preliminary at this time. The Lake Effect project would not be
2 successful without letting people know about the project and getting people to the area.
3 The final destinations need to be designed before the infrastructure can be determined.
4

5 Shaver stated according to the study the City does not have a parking issue at this time
6 but long term there is an issue. He asked the Commission if this was something they
7 wanted to continue to bring forward.
8

9 Petit asked if the City was going to have an aggressive parking idea, how much does
10 the City really need, how much will fit in this area, and how to finance it. The size of the
11 parking lot would affect the saturation of traffic in the area.
12

13 Shaver asked Staff what feedback they have received from the municipality.
14

15 Nelson stated the comments and questions brought up will be taken to the Council for
16 consideration as they look at the next steps. There are significant impacts to the Muni
17 operation because they have people there every day watching traffic and parking
18 patterns. There will be a significant impact to the liquor store because people will not
19 walk a significant distance to get these products. The City will have to make sure that
20 this stays viable given the pressure of parking down there. The new restaurant opening
21 will also put additional pressure on the parking. There are people from Presbyterian
22 Homes not familiar with the on-site parking there so they are parking in front of the
23 Muni. She stated as people become more familiar with this the parking will get better.
24

25 Shaver stated if the City ever sold the corner piece then something would have to be
26 done otherwise nothing will work.
27

28 Petit clarified that the size of the parking ramp takes into account that this corner will be
29 redeveloped.
30

31 Shaver clarified that it did.
32

33 Wothe asked if a City could have too much parking. If the City provides enough parking
34 it will precipitate change because a developer would have their parking concerns
35 addressed.
36

37 Petit restated that his concern is not the parking itself but rather the getting to the
38 destination.
39

40 McGill stated there are people who think of solutions to problems before they are even
41 identified so there would be solutions to Petit's concerns as well.
42
43

44 b. Discuss Policy for Public Assistance for Redevelopment Projects

45 Nelson stated this policy was to establish priorities so Staff can have good discussions
46 with developers about what the City might consider participating in and what they are
47 not interested in participating in. This would also keep the City in line with State law
48 regarding what they should and should not be doing. She pointed out the memo

1 outlines what criteria an applicant must meet before the City would consider
2 participating on page 28.

3
4 Shaver stated the priorities are a good initial filter process. He stated he understands
5 the recommendation that the projects offer some diversification to the City.

6
7 Petit stated in the past the City has accommodated developers so that they can do what
8 they feel they must in order to pay for the land value and the City needs to determine if
9 this is in the best interest of the City.

10
11 Ambrose stated there should not be assistance available for overpayment of land.

12
13 Kvilvang stated there are landowners that have unrealistic expectations of what their
14 land is worth. Taking these landowners through the process will show them that it is not
15 worth the amount they think so it will not get developed. Land is a function of what will
16 be built there.

17
18 Petit asked if there were any loophole in the must meet criteria 1-10 on page 27.

19
20 Ambrose stated he would not like to see definitive yes and no answers for Item #1 but
21 would like to see full reports. The HRA trusts Staff to do some screening when it comes
22 to Item #2.

23
24 Shaver clarified this would provide a filter tool for Staff so they can determine if the
25 project would even be considered.

26
27 Wothe stated the policy should provide some built in flexibility to handle things as they
28 change.

29
30 Shaver suggested they discuss each of the items listed under Issues to consider on
31 page 28. He stated based on discussion the HRA would like to see some flexibility in
32 the policy. He stated he would like to see Staff filter projects prior to bringing them to
33 the City for consideration. He asked for discussion regarding Item #3.

34
35 McGill stated overpayment of land and meeting design standards are already included
36 in the 10 criteria the project must meet. He asked if the City would want to provide
37 more public assistance for affordable housing.

38
39 Wothe stated the City currently has over 50% rental units and there is not a need for
40 additional at this time.

41
42 The HRA discussed affordable housing and if they could restrict public assistance for
43 these projects. It was the consensus of the HRA that they could not enact regulations
44 that prevent affordable housing but the City did not have to provide public assistance for
45 any rental projects including affordable and market value.

46
47 Nelson explained Item #8 would be reviewed in accordance with the Zoning Code.

1 Ambrose suggested not allowing public assistance for financial services buildings as
2 well.

3
4 Wothe stated he would not agree with this as a limiting factor because this would be
5 against what the community is.

6
7 Shaver asked if the City would waive or flex in the payment of fees. He suggested
8 providing this flexibility to Staff. This is something that can be looked at as part of
9 encouraging development.

10
11 Nelson stated flexibility in how these fees are paid would be good for the City.

12
13 Petit suggested eliminating this because it will put the City in a corner.

14
15 It was the consensus of the HRA to eliminate Item #4.

16
17 Shaver suggested the City continue to stay less than the statutory limits for the number
18 of years assistance can be limited to.

19
20 It was the consensus of the HRA to continue to stay within the statutory limits for the
21 number of years assistance can be limited to and use this as an additional negotiation
22 tool.

23
24 Wothe stated he did not agree with Item #6 even though it already exists.

25
26 Nelson stated this was a way to pull in higher wage earners with higher disposable
27 incomes in order to support our businesses.

28
29 Kvilvang stated State Statute requires the City to establish a minimum job requirement
30 and wage floor. She suggested keeping the minimum job requirement number low.
31 There is flexibility in this based on the development. The minimum wage is increasing
32 and by 2016 it will be \$9.00 per hour. She recommend not setting this high but to keep
33 it realistic. This is just the base floor.

34
35 Shaver clarified this had to be set as policy in order to provide assistance.

36
37 Nelson stated this was correct.

38
39 It was the consensus of the HRA to set the minimum job requirement at 1 and use
40 150% of minimum wage as the wage floor.

41
42 Nelson stated Staff will work on a draft policy and bring back to the HRA in July.

43
44 NEXT MEETING DATE

45 Shaver asked what date would work in July for the HRA to meet.

46
47 It was the consensus of the HRA to schedule the July meeting to July 29, 2014.

OLD BUSINESS

None.

ADJOURNMENT

There being no further business; Wothe motioned to adjourn at 9:00 a.m., McGill 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.*

1 HRA members present: T. Shaver, B. Ambrose, D. McGill, B. Petit, R. Wothe
2 HRA members absent: None
3 City Staff/HRA Executive Director present: Heidi Nelson
4 City Staff present: Becky Malone and Don Uram
5 Also Present: Stacie Kvilvang of Ehlers & Associates, Jason Aarsvold of Ehlers &
6 Associates

7
8 Chairman Shaver called the meeting of the HRA to order at 7:30 am.
9

10 **APPROVAL OF AGENDA**

11 Wothe requested review of Mr. Petit's ideas under Item 4.b., Update on Downtown
12 Parking.

13
14 Ambrose motioned to approve the August 8, 2014, meeting agenda as amended,
15 seconded by Shaver. The motion passed 5/0 by voice vote.
16

17 **APPROVAL OF MINUTES – MINUTES OF April 24, 2014**

18 McGill stated there were a couple of minor changes to the minutes that do not change
19 the intent and he would provide those after the meeting.
20

21 Wothe motioned to approve the April 24, 2014, minutes with minor changes provided to
22 Staff by McGill, seconded by Ambrose. The motion passed 5/0 by voice vote.
23

24 **OLD BUSINESS**

25
26 a. **Review Draft Business Subsidy Criteria and Public Financing Policy**

27 Nelson provided an overview of the key provisions, specific issues and statutory
28 requirements from the April 24, 2014 HRA meeting. These were used as the basis for
29 creation of a formal Business Subsidy Criteria and Public Financing Policy for
30 redevelopment in Wayzata. She provided an example of an application for the HRA to
31 review.
32

33 Ambrose stated the jobs the City would be looking at would be above the minimum
34 wage. The Minnesota minimum wage was recently raised. He asked if the memo and
35 the draft Policy should be changed from Federal Minimum Wage to Minnesota Minimum
36 Wage.
37

38 Stacie Kvilvang stated it could be done either way and typically it is set at the Federal
39 because it is traditionally higher than the State level.
40

41 Wothe would support the change recommended by Ambrose.
42

43 Petit stated he is not sure the City wants to use an opened ended formula. He
44 expressed concerns about an unintended consequence of including an add-on to this.
45

46 Kvilvang stated the minimum wage will increase to \$9.00 and is set at an inflationary
47 rate after that. She explained all business subsidy policies are tied to a percentage of

1 the minimum wage because this will change over time. The goal is to create higher
2 paying jobs that communities like to see.

3
4 Shaver asked if the 150% was set by statute.

5
6 Kvilvang stated it is set by the HRA as the public body. The wage and job goals can be
7 waived if job creation is not the main goal of the particular development.

8
9 Ambrose does not have concerns and he is in favor of the flexibility.

10
11 Ambrose made a motion, seconded by Wothe, to amend the Federal Minimum Wage
12 requirement to Minnesota Minimum Wage and adopt the Business Subsidy Criteria and
13 Public Financing Policy and present this to the City Council for adoption. The motion
14 passed 5/0.

15
16 b. Update on Downtown Parking

17 Nelson stated the HRA had reviewed an updated parking study and possible funding
18 options were presented by Ehlers and Associates. The City Council reviewed the
19 information in June from the HRA and the Council directed Staff to prepare an RFP for
20 design of a parking structure in the downtown area and to work with those business
21 owners that would be impacted by the parking structure including working through
22 existing parking agreements. The City Council was not unanimous with Mill Street as
23 the location. If there is not support to proceed with the Mill Street location there would
24 need to be a process for site selection. Alternatives include the municipal campus or
25 purchasing property and repurposing the land for parking. The City Council will
26 consider moving forward with the Mill Street location and the proposed RFP or taking an
27 intermediary step and looking at site selection.

28
29 Shaver asked if the City was relying on the previous parking studies or if they would be
30 interested in conducting another parking study.

31
32 Nelson stated there would not be another parking study but possible site study. There
33 previous parking studies have focused on the Mill Street location.

34
35 Shaver asked if SRF had completed a study for the west end and if this would be
36 available for the August meeting.

37
38 Nelson stated she would check on this.

39
40 Wothe explained the HRA purchased Mill Street from the City so there is a vested
41 interest in what happens and the HRA should be included in any discussions regarding
42 changes to this site.

43
44 Shaver asked about the ownership of the properties in this area.

45
46 Nelson stated the HRA owns the corner of Lake and Superior.

1 Petit asked if the City Council would make a decision at their August 19 meeting about
2 the strategy or plan they want to pursue.

3
4 Nelson stated she would not be sure what steps the City Council would take on August
5 19. There had been a 3/2 vote regarding the Mill Street location. The design process is
6 expected to take 9-10 months if Mill Street is used including site plan, community
7 engagement, and obtaining construction documents.

8
9 Petit asked if the community had a sense of urgency for this project. He would
10 encourage accelerating the project and he would be disappointed and surprised if
11 alternate locations were looked at.

12
13 Shaver said that moving through a design RFP process does take time and to
14 accelerate this would be a challenge. He agreed that this project should be accelerated
15 because the problem would not be resolved until potentially 2016.

16
17 Petit clarified the City is not required to do an RFP for professional services. He asked
18 how long it would take for the City to select someone.

19
20 Nelson explained August 19 would be the first review of the RFP, approval of the RFP
21 in September, the RFP would go out in September and allow for at least one month for
22 responses. Phase 2 would consist of preparation of construction documents,
23 specifications process, bidding process and review of proposals. She is planning to
24 select a firm to work with in late November to early December. She stated it is
25 important for the City Council to understand the scope of the work.

26
27 Petit asked if there were any ideas on what the potential development would be in front
28 of the MUNI.

29
30 Nelson there have been other property owners interested in the site including
31 Presbyterian Homes. The development of this would need to be a consideration during
32 the process of addressing the parking.

33
34 Petit asked how you can do a parking study until the building that is there has been
35 identified.

36
37 Nelson stated that there needs to be an idea of what the building would be in order to
38 build a parking quotient around it.

39
40 Shaver stated the property has not been officially appraised and it is difficult to
41 determine what type of density can afford the value if the value is not determined.

42
43 Petit stated the issue is to make sure the City attends to the parking issues that
44 currently exists not just the parking that adding a building would create.

45
46 Shaver stated the City needs to rely on the SRF study. He asked if there was guidance
47 provided in the RFP as to the specific problems the City is working to resolve.

1 Nelson stated the history would be provided including the parking study, previous
2 renderings and planned future uses for the buildings. The site constraints will drive the
3 design.

4
5 Shaver asked what the maximum height for the ramp could be based on the City's
6 Code.

7
8 Petit stated it would be possible to do 3-levels.

9
10 Nelson stated engineering studies have not been done for the site so it may be possible
11 to go down 4-feet.

12
13 Petit asked how the City accounted for those people not parking in the designated
14 Presbyterian Homes area because there are other parking spaces closer.

15
16 Nelson stated this is what the City is dealing with currently with Lunds Kitchen opening
17 and will be a problem when other businesses open. She stated she is reluctant to put
18 controls on the parking because the idea is to get people to come downtown and
19 patronize those businesses. Parking will always be a challenge and currently she
20 spends 30% of her time working on it.

21
22 Shaver asked if the parking at Presbyterian Homes was not being used because it was
23 viewed as a construction site.

24
25 Nelson stated people are still not sure how to utilize this space because it is a different
26 model.

27
28 Petit stated only 40% of Presbyterian Homes project is done. He stated it was difficult
29 to factor the business parking and the parking for those people that just want to be
30 down town. He recommended the City try to accelerate the process because it does
31 affect the livelihood of residents.

32
33 Shaver asked if it would be possible to overbuild parking capacity in the Mill Street
34 ramp.

35
36 Petit stated if money was not an issue then it would be possible to overbuild.

37
38 Shaver agreed that it would be a good idea to try and accelerate the process but to also
39 be sure things are done properly especially concerning the corner property.
40 Presbyterian Homes also has 130,000 square feet of contemplated retail space and this
41 will also add to the congestion.

42
43 Ambrose stated a major goal of the City with the Lake Effect Project was to get people
44 downtown and park their cars but also make sure those people have a good experience
45 walking around going to the downtown businesses.

46
47 Petit pointed out that July and August are considered the Christmas months for
48 Wayzata. The design should be based on this.

1 Nelson suggested a motion to capture the thoughts of the Commission and the minutes
2 would be provided to the Council for their consideration.

3
4 Shaver suggested language to accelerate the discussion as best as can be to
5 accommodate the issues related to parking on the east end.

6
7 Ambrose suggested expanding this to include the HRA in any site component
8 discussions since the HRA owns Mill Street and the northwest corner of Lake and
9 Superior.

10
11 Ambroser moved to accelerate discussions in and around the parking that is taking
12 place on the east end. The body is concerned that timing is critical, to move as quickly
13 as possible. The HRA would also like to be part of the discussions relative to the site
14 components that impact this discussion given the fact its got ownership of Mill Street as
15 well as the northwest corner of Lake and Superior, Seconded by Wothe. The motion
16 passed 5/0 by voice vote.

17
18 McGill asked where the HRA stood on an alternate site study.

19
20 Petit stated this would be additional site studies.

21
22 Wothe stated a lot would depend on what happens with Barry and Ferndale.

23
24 Petit stated the Arne and Meyers properties are for sale

25
26 **NEW BUSINESS**

27
28 a. **Introduce Don Uram, New Administrative Services Director**

29
30 Nelson stated the City is undergoing a restructuring. The goal is to make sure the
31 organization and structure are meeting the needs of the City. After an organizational
32 analysis, there had been recommendations made to the City Council. The restructuring
33 will reduce her direct reports from 13 to 6, Engineering has been moved to Public
34 Works, and Dave D. is charged with mentoring and putting leads in place in order to
35 prepare for people retiring in the future. They are proposing to add an Engineering
36 Tech position in the 2015 budget to help with fieldwork. The City will also bring financial
37 leadership back in house and the recommendation was to hire a CFO with other
38 administrative duties. 60% of the job would be acting as the City's Finance Director,
39 30% overseeing liquor operation, and 10% general administrative duties. Don Uram
40 filled this position.

41
42 Uram introduced himself. He has an economic development background and for the
43 last six years was the City Manager for Victoria when it redeveloped the downtown area
44 and he spent ten years working on the Eden Prairie Center redevelopment. He stated
45 he also managed the Eden Prairie liquor operation and he looks forward to managing
46 the MUNI.

47
48 Shaver welcomed Administrative Services Director Uram.

Ambrose stated the general restructuring has been a good move and he appreciates having a Finance Director in house.

NEXT MEETING DATE: OCTOBER 23, 2014

Shaver stated the next meeting was scheduled for October 23. He asked the Commissioners to be flexible. A meeting may need to be scheduled sooner depending on the parking adoption by the City Council

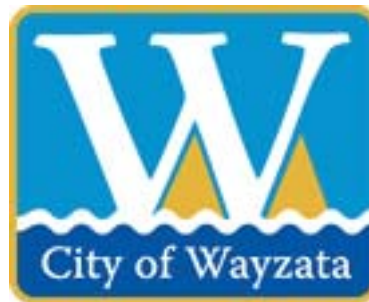
ADJOURNMENT

There being no further business; McGill motioned to adjourn at 8:38 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.*



City of Wayzata

Redevelopment Plan

May 2013



Prepared by: EHLERS & ASSOCIATES, INC.
3060 Centre Pointe Drive, Roseville, Minnesota 55113-1105
(651) 697-8500 fax: (651) 697-8555 www.ehlers-inc.com

Introduction

The City undertook a strategic planning session in 2012 and produced a document titled “A Blueprint for the Future,” which is a five-year vision for the Community. Within that document, one of the goals was to identify economic development opportunities with a consistent strategy. To develop this strategy, the City Council and HRA conducted a strategic planning/goal setting work session on April 4, 2013. The purpose was to talk about economic development/redevelopment and to set the stage for the City’s future role. Participants included the City Council, HRA, City Manager, Finance Manager, Communications Specialist and Financial Consultant/Facilitator from Ehlers.

Work Session Goals and Expectations

- Define what economic development means for the City of Wayzata
- Determine role the City and HRA in economic development and redevelopment
- Define level of risk the City and HRA are willing to assume
- Review existing programs and policies
- Identify top development, infrastructure and redevelopment priorities and reuse and timing of projects
- Provide direction to staff on where to spend their time and efforts
- Determine level of risk the City is willing to undertake
- Create a futuristic mindset
- Provide staff direction to prepare appropriate policies, new and/or refine existing financing programs that are available; and develop work plan as appropriate

Cornerstone of Effective Communities

***A vision without a plan is just a dream....
A plan without a vision is a nightmare***

Strategic Plan

A strategic plan outlines goals (and strategies required to achieve goals) necessary to progress toward achieving the shared community vision. To be effective, the Plan must include a manageable and measurable set of goals with clearly defined strategies. The strategies should include timetables and the resource requirements (time and money) required to achieve goals. The commitment of elected officials to monitor, adjust, and guide the Strategic Planning process is critical to achieving goals.

Operating System

The operating system refers to the structure that accomplishes governance (including advisory boards and commissions), provides day-to-day service delivery, and implements the Strategic Plan. It encompasses personnel and budget systems, departmental operating procedures, personnel policies, public policy development, financial plan, public participation and communication, customer service systems, and service evaluations. It is the methods and tools used to get things done (and done right) within the community.

Discipline of Effective Communities

1. **Strategic discipline** – maintaining clear vision, values and strategy to achieve vision
2. **Financial discipline** – developing and maintaining a long-term financial plan that serves as a framework for financial decisions (including annual budget decisions)
3. **Decision-making discipline** – adhering to a structured decision-making process that provides clear and differentiated roles for elected officials and staff
4. **Communications and marketing** – developing a communications plan that provides timely information to enhance public participation in critical community decisions and markets the value of city services and amenities

Defining Economic Development

Economic development may mean different things to people. Simply stated, economic development is a series of policies, programs and processes that individual agencies adopt to promote certain ends such as:

1. Increase tax base
2. Provide new or enhanced businesses or services
3. Job creation/retention
4. Investment in infrastructure
5. Encourage community reinvestment
6. Enhance quality of life

Participants were asked to define what economic development means to them to set a baseline for the discussions. Following are some of the comments:

- Being able to create positive development and redevelopment in a community
- Proactive involvement in development/redevelopment
- Help enhance and market Wayzata as a destination point and help facilitate desired developments that mesh with city priorities
- The ability to be involved early in a project so we can help guide/encourage the outcome in order to create a consistent result
- The development of steps for a long-term, strategic, positive, paced, proactive plan for the economic revitalization, historic preservation, environmental conservation and recreational creation for Wayzata with economic sustainability as the guiding principle
- Providing a platform and tools to allow for a city to respond to its dynamic needs of its community
- Proactive approach which involves some "skin in the game"
- Consciously shaping public policies to encourage desired outcomes and providing specific assistance when needed to reach desired outcomes

Overall, comments reflected a view that economic development is a proactive endeavor that entails policies, financing and marketing to meet changing community needs. Since Wayzata is a fully built community, its opportunities for future growth in tax base, services and housing options lie in redeveloping existing sites. End land uses have an impact on the City's overall tax base, thus taxes paid by residents and businesses. Having knowledge that end land use/development is an operational cost assists cities in determining what may **NEED** to be developed versus what they **WANT** to be developed.

Current housing, retail and office market conditions

Housing:

Currently the City has a total of 2,058 housing units (does not include the Promenade). Of these, 1,354 are owner-occupied and the remaining 704 are rental units (84% in multi-family). The tenure of the housing is split with 66% being owner occupied and 34% being rental. When The Promenade opens and those 413 units are taken into consideration (350 senior rental and 63 condos), this split changes to 57% owner and 43% rental

According to 2009 data (which is likely significantly unchanged), approximately 582 units or 28% of the housing stock is affordable to persons at or below 60% of the Area Median Income (AMI), which for 2012 is \$73,900 (2013 data not yet available). To put it in perspective, the AMI for a family of 4 is approximately \$50,000.

Of the 1,354 owner occupied housing, units, 87 or 15% is considered to be affordable and the remainder of affordable housing units is located within various apartment communities. There was an acknowledgement by the group that there was not too much that they could do to change lack of affordability in owner-occupied housing since land prices were market driven. Any future affordable housing units would likely be apartments.

Office:

Currently the City has approximately 285,500 sq/ft of office space as follows:

WAYZATA OFFICE BUILDINGS				
Building Name	Class	NRA	SF Vacant	Vacancy Rate
109 Bushway Rd	C	7,114	1,996	28.06%
15600 Wayzata Blvd	A	19,962	3,902	19.55%
201 Building	A	33,220	0	0.00%
217 Minnetonka Ave	C	2,800	1,000	35.71%
301 Broadway Ave S.	C	3,426	3,426	100.00%
305 Minnetonka Ave	B	7,520	3,760	50.00%
315 Lake St E.	A	28,000	1,300	4.64%
328 Barry Ave S.	A	11,000	4,426	40.24%
407 Lake St E.	B	4,000	1,333	33.33%
Anchor Bank Building	B	33,000	0	0.00%
Boatworks Building	A	70,975	35,795	50.43%
Executive Suites Wayzata	A	13,333	5,716	42.87%
Steiner Office Building	A	10,278	0	0.00%
641-681 Lake Street	B	40,865	2,043	5.00%
		285,493	64,697	
Vacancy Rate				22.66%

The 4th quarter vacancy rate within the I-394 corridor according to CBRE MarketView, is approximately 14.5%. Although the City's vacancy rate is higher than this, if you look at the properties highlighted in the chart above with more than a 40% vacancy factor, several of them are small unique office space that would typically accommodate a single user. If you took these into consideration, the City's vacancy rate would be less skewed. In addition, Boatworks is a building in transition of ownership and will likely see a significant decrease in the vacancy in 2013.

Retail:

Currently the City has approximately 364,000 sq/ft of retail space as follows:

Market Total	Total SF	Vacant SF	Vacant %	Total Count	Vacant Count
Anchored Shopping Centers	91,323	2,138	2.34%	17	1
Unanchored Shopping Centers	173,786	5,099	2.93%	79	4
Single-Tenant Shopping Centers	98,690	5,238	5.31%	20	1
TOTAL	363,799	12,475	3.43%	117	7

Source: Cushman Wakefield, June 2012

As noted, there is a very low vacancy within the retail market and that the City's retail base remains strong. This shows there is likely a very strong demand for additional retail space within the City.

With continued development of The Promenade, there is approximately 130,000 sq/ft of retail proposed to be constructed over the next couple of years. By 2013, it is anticipated that approximately 31,500 sq/ft of this retail will come on line and that by 2014 an additional 40,000 sq/ft will come on line. Currently 70 percent of the first phase is leased and they anticipate fully leasing that phase within the next 12 to 18 months. They are currently marketing the second phase and have a few letters of intent signed. They anticipate it will also take approximately 18 months to fully lease this phase. They will begin construction on the third phase this summer (approximately 59,000 sq/ft) and anticipate an 18-month lease up period after construction is completed.

Role of the City in Economic Development and Redevelopment.....

Participants were asked to respond the role the City should take in economic development and redevelopment – Do Nothing, Reactive or Proactive.

Overwhelmingly the participants determined that the City should be proactive and that any of the following roles would be appropriate for the City:

Role	Activity
Master Developer	Actively go out and seek developers to develop City's vision for area
Financing	Assist and/or actively pursue grants
	Provide public assistance and determine risk level willing to undertake, if any (pay-as-you-go and/or up front funding)
Land Acquisition	Assemble parcels as they become available
	Actively pursue key or difficult acquisitions
Facilitation	Act as a facilitator between developers and land owners
Planning	Set goals/vision for City redevelopment sites

Currently the City has "played" some of the roles listed above in recent redevelopment projects, in limited fashion. If the City were to take a more active role in land acquisition or becoming a master developer, it is understood that either one or both of the governing bodies of the City would have final approval of any land

acquisitions and or financial assistance provided to developers. Staff would be charged with bringing forth the project and outlining the risks and benefits of undertaking the particular issue at hand.

The Future of Wayzata – Legacy

Cities across the metro and out state are challenged with making difficult decisions that can have long-term impacts on their respective communities. These vary from need and quality of public facilities, construction and financing of roads and utility systems to draw desired development, development of publicly owned facilities to change markets, providing public subsidies to obtain certain end users or to create a market that doesn't currently exist. The group reviewed several communities that took significant risks and made difficult public policy decisions to change their communities. These types of goals and decisions will vary from community to community due to their individual circumstances. Although the City may not be faced with the same circumstances, these sample projects illustrated the need for policy makers to balance short term, tangible results with long-term visions/gains.

Participants were asked to think about what Wayzata would look like in 25 years and to articulate their vision in one to two sentences. Following is a listing their vision for Wayzata:

- Maintain the City's small charm and character through positive development and redevelopment. This will make Wayzata a destination from not just those in the seven county metro area but from all over the country as being a progressive city.
- Robust public space on lake edge.
- Thriving downtown and healthy single family neighborhoods. Superior walking accommodations and attractions with ample, convenient parking to access lakefront activities and vibrant commercial sector.
- A small community that has discovered a new identity that the key to its future is in its past, where remembering what made it great is its historical elements, small town atmosphere and established small town main street(s), with neighborhoods and not developments and everything is within walking distance so there are not massive seas of parking lots. Where the lake is viewable, clean and can be accessed by putting your hand in the water for all and its urban forest has been respected, maintained and allowed to flourish. A community that embraces the balance of all ages of its community by restoring itself as a lake community while seeing that modern amenities for families and visitors is a must for its vitality YEAR ROUND. Where quality of its buildings and materials used along with design matters. Where visitors who come see that the town has taken the time to remember itself and is proud based on what it has maintained. The community needs to set the expectation. It should be the poster child for a 21st century HAMLET.
- More sail boat and motorized boat access to downtown. The Yacht Club could drive more visitors in the summer and create more of a nautical culture for the town.
- A strong small town lakefront community with a balance of residences and commercial areas.
- A well-balanced residential community supported by a vibrant retail/service base of healthy commerce.
- Vibrant "small town" with a broad socio-economic range of residents. Beautiful parks and quiet, wooded spaces. Easy access to the Lake (passive and active). Active downtown businesses.

Common elements that arose from the long-term visions for the City were:

- **Retain “small town” lake community character/feel**
 - o Walkability
 - o Quality buildings, scale, design and architecture
 - o Parks, sidewalks, trail accommodations
- **Strong, vibrant downtown**
 - o Active businesses
 - o Allow boat access to attain more visitors
 - o Convenient parking
 - o Destination oriented year round
- **Accessibility to lake and lake quality**
 - o Public space
 - o Viewable and clean
 - o Easy to get to
- **Well balanced residential**
 - o Healthy single-family neighborhoods
 - o Modern amenities for all ages
 - o Broad range of residents (age, race, income)

How the City undertakes planning, decision making, and providing staff and financial resources will determine if the City can achieve the common elements listed above. The participants did a quick brainstorming on what the City could do to achieve them:

- **Small Town Charm**
 - o Building scale and design
 - o Balance existing buildings with new and provide a variety
- **Assure Downtown remains relevant**
 - o Provide retail options lost over the years
 - o Rework retail concepts into the 21st Century
 - o Provide adequate parking
- **Branding/Marketing**
 - o Easy access and signage from freeway to downtown
 - o More boat activity
 - o Implement Lakefront vision
 - o Create economic development/housing programs and market them
 - o Scenic byway
 - o Come up with twist/angle on remarketing a small historic town
- **Lake quality**
 - o Maintain urban forest
 - o Work with conservation/watershed districts
 - o Storm water management
- **Public/Open Space and Lake Access**
 - o Docks/boat access and launch facility
 - o Parking
 - o Signage
 - o Walking access/view/ public space

Key Decisions.....

We asked participants to state what legacy decision they could make today that a resident or City Council member would complement them on. Key decision or projects revolved around:

1. Redeveloping of various vacant and/or obsolete buildings
2. Assuring the Lake Front vision is implemented and provides for a desirable waterfront
3. Providing adequate public parking
4. Creating a new City identity and positive branding image
5. Establishing sustainability policies (financial, environmental, planning, etc.)
6. Engaging community involvement
7. Assuring variety of commercial shops that will bring people to town
8. Improving roads, access and public transportation

Economic Development/Redevelopment Priorities.....

Limits on time and resources constrain the amount and types of economic development and redevelopment activity in which the City can engage. To accomplish redevelopment objectives, the City must make a commitment to follow through with identified projects and identify and establish policies and programs to assure their end. Central to this commitment must be the development of a strong financial partnership between the City and the Housing and Redevelopment Authority.

Faced with these resource limitations, the City is forced to make choices with respect to redevelopment projects. Prioritizing redevelopment projects in the City began with the group submitting their top three (3) priorities for redevelopment. This generated many ideas as noted below:

1. Meyer Brothers Dairy
2. Legion Site
3. City lot at superior and lake
4. West End of Lake Street
5. Properties on north side of lake west of Barry Avenue
6. Boatworks – both sides of street stated
7. Sunsets lot
8. Village Shops
9. Water tower/cellular tower w/ ground equipment
10. The Nature Center & areas that back up to it
11. Lakefront
12. Mill Street and parking
13. Koch East Lake LLC
14. Wayzata Bay Carwash (by Meyers)

Many of these ideas were combined or condensed and then each member was given 5 dots to place by their top five (5) priorities. Based upon that process and significant discussion, following are the top seven (7) redevelopment priorities

Redevelopment Priorities

1. Meyers Dairy (9)
2. Lakefront Initiative (8)
3. Boatworks (6)
4. Mill Street and Parking(6)
5. Village Shops (5)
6. City Lot at Lake and Superior Street (4)
7. Development plan for west end of Lake Street**

**** Note:** Item # 7 was discussed by the group after the prioritization as to the need for a comprehensive redevelopment plan/vision for this area. Although it initially received only 3 votes, staff has added it as a redevelopment priority for consideration.

Economic Development/Redevelopment Strategic Plan.....

Through prioritization of these many projects, staff has attempted to balance the need for economic development and redevelopment with the need for other related policies and resources to assure their success. The interdependency of these economic development and redevelopment elements necessitates the need for a balanced allocation of resources.

Elected and appointed officials and the residents of the community must understand that the goals can change, but that the City has to consider, balance and change the same factors – priorities, resources, and policies – to understand the effect of making those change(s) and how to mitigate and negative or offsetting issues.



Based upon the information obtained from the group through written questionnaire and participation and the retreat, staff has identified four (4) areas of priority and corresponding goals to prepare the City for economic development and redevelopment to meet their future vision for the City as follows:

Redevelopment/Development

1. Prepare redevelopment plan for top redevelopment priorities and corresponding financing plan
2. Identify key aspects of Lakefront initiative and develop plan to finance and implement
3. Develop plan for construction and financing of a City-owned parking ramp on Mill Street
4. Define needed road, access, and multi-modal improvements

Policies

1. Prepare redevelopment policy and framework
2. Update Business Subsidy policy
3. Prepare conduit financing policy
4. Update Tax Increment Financing policy
5. Define sustainability and prepare policies as appropriate

Public Relations/Marketing

1. Consider City brand and develop branding/marketing campaign
2. Update the City's website
3. Prepare communications plan for various City projects/initiatives
4. Develop plan for way finding signage for downtown

A strategic plan is central to the commitment to undertake economic development and redevelopment. The strategic plan will help guide the decision-making process and allocation of time and resources as the City engages in ongoing development and redevelopment activity.

On the following page is a listing of the goals, actions, responsible party and timing to begin undertaking the necessary steps to implement these goals and assist the City in being successful in its economic development/redevelopment efforts.

Number	Goal	A/P/I A=Assess P= Plan I=Implement	Action	Responsible Party	Timing
Redevelopment					
1	Prepare redevelopment plan for top redevelopment priorities and corresponding financing plan	P/I	Prepare Strategic Plan	Heidi/Bryan/Ehlers	3rd Q 2013
2	Identify key aspects of Lakefront initiative and develop plan to finance and implement	A	Review of final plan from task force and bring back to Council for discussion on priorities and direction	Heidi/Brian/SPRC	4th Q 2013
3	Develop plan for construction and financing of a City-owned parking ramp on Mill Street	P/I	Develop financing and annual maintenance costs and identify benefitting property owners and bring back to Council for further discussion and direction	Heidi/Bryan/Ehlers	3rd Q 2013
4	Define needed road, access, and multi-modal improvements	A	Review of all City plans and determine level of improvements required and bring back to Council for discussion and further direction	Bryan, Mike, Dave	1st Q 2014
Policies					
5	Prepare redevelopment policy and framework	A/I	Prepare policy for Council approval	Heidi/Ehlers	3rd Q 2013
6	Update Business Subsidy policy	A/I	Prepare policy for Council approval	Heidi/Ehlers	3rd Q 2013
7	Prepare conduit financing policy	A/I	Prepare policy for Council approval	Heidi/Ehlers	3rd Q 2013
8	Update Tax Increment Financing policy	A/I	Prepare policy for Council approval	Heidi/Ehlers	3rd Q 2013
9	Define sustainability and prepare policies as appropriate	A	Have further discussions with Council and HRA to better define sustainability	Heidi/Bryan	4th Q 2013
Policies					
10	Consider a new City brand and develop branding/marketing campaign	A/P	Prepare level branding options available and cost analysis to undertake them with 3rd party assistance and bring back to Council for discussion	Heidi/Communications Specialist	1st Q 2014
11	Update the City's website	A/I	Determine what needs to be updated and prepare plan to implement updates	Communications Specialist	On-going
12	Prepare communications plan for various City projects/initiatives	P	Determine what types of projects need to be communicated and to whom and prepare plan for implementation as projects commence	Heidi/Communications Specialist	1st Q 2014
13	Develop plan for way finding signage for downtown	A/P	Determine signage needs and prepare cost analysis for Council review	Bryan, Mike, Dave	4th Q 2013

Goals No. 2, 3, 10 and 13 have been identified as part of the City's Blueprint for the Future. These goals have already been actively undertaken and specific action steps, responsible party and timing has been identified. Goals No. 11 and 12 are very important to any projects the City undertakes and will be on-going as projects commence over time within the community and appropriate levels of communication are identified.

Staff will prepare more detailed information on process and timing for Goals No. 1 and 4. Goals listed under policies (No. 5-8) will be reviewed and developed by staff as appropriate and brought back the HRA and City Council for discussion and formal approval within the next six (6) months. In addition, staff will work with Council on goal No. 9 to better define what sustainability means so appropriate policies can be developed.

Overall, these goals will set the framework for redevelopment within the community for the next several years and should be reviewed annually and changes made as appropriate. Many of the goals will be implemented within the next twelve (12) to eighteen (18) months. However, it should be noted, that implementation of the redevelopment of the seven (7) areas identified (Goal No. 1), and implementation of Goal No. 2 will take many years due to their complexity of issues and timing of available resources and financing for the projects.

CITY OF WAYZATA



PLANNING DEPARTMENT

MEMORANDUM

To: City Council
From: Bryan Gadow, City Planner
Date: September 11, 2014
Re: 2nd Readings of Ordinances Nos. 746 and 747 regarding Micro-production Facilities and Liquor License Amendments

At the September 2nd City Council meeting, the Council reviewed two draft ordinances pertaining to allowing micro-brewery, micro-winery, and micro-distillery operations (i.e. Micro-production Facilities) and their related components.

Ordinance No. 746 was for an amendment to the City's Zoning Ordinance to allow Micro-production Facilities within the community through a Conditional Use Permit (CUP) process in certain commercial zoning districts. The City Council adopted the first reading of Ordinance No. 746 on a 3-2 vote.

Ordinance No. 747 was a companion ordinance to Ord. No. 746, amending the City's General City Code pertaining to liquor licensing requirements and procedures to permit the operations of Micro-production Facilities). Ord. No. 747 also establishes the number of licenses that the City may grant for Micro-production Facilities and associated taproom and tasting rooms. The City Council adopted the first reading of Ordinance No. 747 on a 3-2 vote.

Both Ordinances Nos. 746 and 747 require City Council approval of a second reading prior to becoming effective. If approved, both Ordinances would be published in the appropriate newspaper.

Attachments

Draft Ordinance No. 746 – Micro-production Facilities and Taprooms/Tasting Rooms

Draft Ordinance No. 747 – An Ordinance Authorizing the Issuance of Licenses for Micro-production Facilities, On-Sale Taprooms, and On-sale Tasting Rooms

**CITY OF WAYZATA
HENNEPIN COUNTY, MINNESOTA**

DRAFT ORDINANCE NO. 746

**AN ORDINANCE AMENDING WAYZATA'S ZONING ORDINANCE TO ALLOW
MICRO-PRODUCTION FACILITIES AND TAPROOMS/TASTING ROOMS AS
CONDITIONAL USES**

THE CITY OF WAYZATA ORDAINS:

1.1 In accordance with the Report and Recommendation of the Wayzata Planning Commission dated July 21, 2014, the City Council of the City of Wayzata, hereby amends Chapter 801 of the City Code as follows:

A. Section 801.02.2 (Definitions), is amended to include the following new definitions:

Micro-production Facility: A facility in which beer, wine, or other alcoholic beverages are brewed, fermented, or distilled for distribution and consumption. Micro-production facilities include breweries, brewpubs, wineries, and distilleries.

Taproom (Brewery): An area for the on-sale consumption of malt liquor produced by the brewer for consumption on the premises of a brewery. A taproom may also include sale for off-premises consumption of malt liquor produced at the brewery location or adjacent taproom and owned by the brewery for off-premises consumption, packaged subject to Minnesota Statute 240A.301, subdivision 7(b), or its successor.

Tasting Room (Winery/Distillery): An area for the on-sale consumption of distilled spirits or wine produced on the premises of one winery or one distillery and in common ownership to the producer of the wine or distilled spirits.

Growler: A specially designed sixty four (64) ounce beer container for exclusive off-sale of micro-production facility beer. A growler shall have the following packaging requirements:

- i. Growlers shall bear a twist-type closure, cork, stopper or plug.
- ii. At the time of sale, paper or plastic adhesive band, strip, or sleeve shall be applied to the container and extended over the top of the closure, forming a seal.

- iii. The growler and/or band, strip or sleeve shall bear the name and address of the brewer, and the container shall be identified as malt liquor, contain the name of the malt liquor, and shall be considered intoxicating liquor unless labeled otherwise.

Malt Liquor: Any beverage made from malt by fermentation and containing not less than one-half of one percent alcohol by volume.

Distillery: A facility that produces Ethyl Alcohol, hydrated oxide of ethyl, spirits of wine, rum, brandy, gin, or other distilled spirits, including all dilutions and mixtures thereof, for non-industrial use. A distillery may include a tasting room.

Winery: A facility operated by the owner of a Minnesota farm and producing table, sparkling, or fortified wines from grapes, grape juice, other fruit bases, or honey with a majority of the ingredients grown or produced in Minnesota. A winery may include a tasting room.

Brewery: A facility that produces for sale beer, ale, malt liquor, or other beverages made from malt by fermentation and containing not less than one-half of one percent alcohol by volume. A brewery may include a taproom.

Brewpub: A Brewery that operates a restaurant on the same premises as the Brewery, whose malt liquor production per calendar year may be limited by Minnesota State Statute.

- B. Section 801.20.15. (Off-Street Parking and Loading), is amended to include the following off-street parking and loading requirements:

- GG. Micro-production Facility: One (1) space for each 1,000 sq. ft. of floor area.

- HH. Taproom/Tasting Room: One (1) space for each forty (40) sq. ft. of floor area.

- II. Brewpub: One (1) space for each 1,000 sq. ft. of Micro-brewery production floor area; one (1) space for each forty (40) sq. ft. of floor area of dining and bar area; and one (1) space for each eighty (80) sq. ft. of kitchen area.

- C. Section 801.76.5. (C-2 Shopping Center Business District); Section 801.77.5. (C-3 Service Commercial District); Section 801.78.5. (C-4 Central Business District); Section 801.79.5. (C-4A Limited Central Business District); and Section 801.80.5. (C-4B Central Business District) are amended to include the following conditional use:

Micro-production facility, provided that:

1. Licensing. The owner of the micro-production facility qualifies for and receives all federal, state and city licenses necessary for the operation of the micro-production facility, including a brewer license and a malt liquor wholesale license (if wholesale of malt liquor is an intended activity); winery license; and/or a distiller's license from the State of Minnesota, according to Minnesota Statutes Section 340A.
2. Taproom/Tasting Room License. An accessory taproom or tasting room for the on-sale of beer, wine, or spirits produced on-site shall require a taproom/tasting room license from the City of Wayzata, according to City Code Section 524.02.
3. Off-sale. On-site sale of beer in the form of growlers shall require a Brewery License for Off-Sale of Malt Liquor, according to City Code Section 524.02. On-site sale of wine or spirits, other than samples as governed under Minnesota State Statutes, shall be prohibited.
4. Production of Beer. Total production of malt liquor shall not exceed 5,000 barrels annually. Micro-production Facilities with a taproom license shall not exceed 3,500 barrels annually, and only 500 barrels may be sold off-sale as growlers. Any micro-production facility operating as a brewery shall annually submit production reports to the City with the request to renew a brewery taproom or off-sale malt liquor license.
5. Production of Wine. Total production of wine shall not exceed 50,000 gallons annually. Any micro-production facility operating as a winery shall annually submit production reports to the City with the request to renew a tasting room or winery license.
6. Production of Spirits. Total production of spirits shall not exceed 40,000 proof gallons annually. Any micro-production facility operating as a distillery shall annually submit production reports to the City with the request to renew a tasting room or distillery license.
7. Off-street Loading. The micro-production facility shall provide adequate space for off-street loading and unloading of all trucks greater than twenty two (22) feet in length. In the absence of off-street loading, the City may impose limits on deliveries or shipments using the public rights of ways, including regulating the number of trucks per day and the hours that deliveries are permitted.

8. Outdoor Storage. No outdoor storage is permitted on the site, with the exception that waste handling (refuse and/or recycling) may occur in an enclosure that is fully screened from adjoining streets and residentially zoned properties.
9. Odors. No odors from the micro-production facility shall be perceptible beyond the property line. The micro-production facility operator shall take appropriate measures to reduce or mitigate any odors generated from the operation and be in compliance with any applicable Minnesota Pollution Control Standards.
10. Waste. Waste products shall be disposed of in a timely manner and in such a way to reduce odors.
11. Exterior Lighting. All exterior lighting shall be designed in such a way as to have no direction source of light visible from adjacent property, and shall comply with the requirements of Section 801.16.6 of the Wayzata Zoning Ordinance.
12. Parking. Parking supply shall be provided on-site or through off-site arrangement, to avoid street parking on residential streets. Off-site or reduced parking supply shall require separate approval per the requirements of Section 801.20 of the Wayzata Zoning Ordinance, as applicable.
13. Hours of Operation. Micro-production facility operation hours shall be limited to the hours specified in Minnesota Statutes Chapter 340A for off-sale intoxicating liquor unless further limited the City Council as part of a Conditional Use Permit.
14. Other Provisions. The provisions of Section 801.04.2.F of the Wayzata Zoning Ordinance, pertaining to Conditional Use Permit criteria, are considered and satisfactorily met. A micro-production facility shall meet all other applicable performance standards and design requirements in the Wayzata Zoning Ordinance.

1.2 This Ordinance shall become effective upon its passage and publication.

Adopted this ____ day of _____, 2014.

Mayor Ken Willcox

ATTEST:

City Manager Heidi Nelson

First Reading: September 2, 2014
Second Reading: September 16, 2014
Publication:

DRAFT

**CITY OF WAYZATA
HENNEPIN COUNTY, MINNESOTA**

DRAFT ORDINANCE NO. 747

**AN ORDINANCE AUTHORIZING THE ISSUANCE OF LICENSES FOR
MICROPRODUCTION FACILITIES, ON-SALE TAPROOMS, AND ON-SALE
TASTING ROOMS**

THE CITY OF WAYZATA ORDAINS:

Section 1. Amendment. The City Council of the City of Wayzata, hereby adopts the following new ordinance to be codified as Chapter 524 of the City Code:

CHAPTER 524

**MICRO-PRODUCTION FACILITIES, ON-SALE TAPROOMS, AND ON-SALE
TASTING ROOMS**

524.01. Definitions. In addition to the definitions contained in Minn. Stat. § 340A.101 as it may be amended from time to time, the following terms are defined for purposes of this Chapter:

1. Micro-brewery: A facility that produces for sale, distribution, and consumption beer, ale, malt liquor, or other beverages made from malt by fermentation and containing not less than one-half of one percent alcohol by volume, and which possesses the appropriate Federal, State of Minnesota, and Municipal licenses. Taprooms for the consumption of on-site produced beer may be permitted on the premises.
2. Taproom: An area for the on-sale consumption of malt liquor produced by the brewer for consumption on the premises of a brewery. A taproom may also included sale for off-premises consumption of malt liquor produced at the brewery location or adjacent taproom and owned by the brewery for off-premises consumption, packaged subject to Minnesota Statute 340A.301, subdivision 7(b), or its successor.
3. Growler: A specially designed sixty four (64) ounce beer container for exclusive off-sale of Micro-production Facility beer. A growler shall have the following packaging requirements:

- a. Growlers shall bear a twist-type closure, cork, stopper or plug.
 - b. At the time of sale, paper or plastic adhesive band, strip, or sleeve shall be applied to the container and extended over the top of the closure, forming a seal.
 - c. The growler and/or band, strip or sleeve shall bear the name and address of the brewer, and the container shall be identified as malt liquor, contain the name of the malt liquor, and shall be considered intoxicating liquor unless labeled otherwise.
4. Malt liquor: Any beverage made from malt by fermentation and containing not less than one-half of one percent alcohol by volume.
 5. Brewer: A person who manufactures malt liquor for sale.
 6. Micro-production Facility: A facility in which beer, wine, or other alcoholic beverages are brewed, fermented, or distilled for distribution and consumption. Micro-production facilities include breweries, brewpubs, wineries, and distilleries.
 7. Tasting Room (Winery/Distillery): An area for the on-sale consumption of distilled spirits or wine produced on the premises of one winery or one distillery and in common ownership to the producer of the wine or distilled spirits.
 8. Distillery: A facility that produces Ethyl Alcohol, hydrated oxide of ethyl, spirits of wine, rum, brandy, gin, or other distilled spirits, including all dilutions and mixtures thereof, for non-industrial use. A distillery may include a tasting room.
 9. Winery: A facility operated by the owner of a Minnesota farm and producing table, sparkling, or fortified wines from grapes, grape juice, other fruit bases, or honey with a majority of the ingredients grown or produced in Minnesota. A winery may include a tasting room.
 10. Brewpub: A Brewery that operates a restaurant on the same premises as the Brewery, whose malt liquor production per calendar year may be limited by Minnesota State Statute.

524.02. License Required. No Micro-production Facility shall directly or indirectly make, sell or keep for sale within the City any beer, ale, malt liquor, or other beverages made from malt by fermentation, and containing not less than one-half of one percent alcohol by volume, wine, or distilled spirits for on-sale or off sale purposes without first having been issued an

appropriate license to do so as provided in this Chapter. Each such license shall be issued for a period of one year and shall expire on April 30th of each year.

524.03. License Types.

1. Micro-brewery Taproom Liquor License (“Taproom License”). A Micro-brewery Taproom Liquor License may be issued only to the holder of a brewer’s license issued by the state under Minnesota Statute 340A.301. The license authorizes the on-sale of malt liquor produced by the brewer for consumption on the premises of one brewery location owned or rented by the brewer, subject to the requirements of this section, Section 502 of the Wayzata City Code, and Minnesota Statute 340A.301, subd. 6. Total production of malt liquor shall not exceed 3,500 barrels annually. All provisions of this section and Section 502 of the Wayzata City Code that apply to an on-sale intoxicating liquor license apply to a Micro-brewery On-sale Malt Liquor License unless the provision is explicitly inconsistent with Minnesota Statute 340A.301, subd. 6b.
2. Micro-brewery Off-sale Malt Liquor License (“Growler Sales”). A Micro-brewery Off-sale Malt Liquor License may be issued only to a brewer who holds a brewer license issued by the Minnesota Commissioner of Public Safety pursuant to Minnesota Statute 340A.301, subd. 6, clause (c), (i), or (j). The license authorizes the brewer to sell, at off-sale, malt liquor that has been produced and packaged by the brewer at its licensed premises in sixty four (64) ounce containers commonly know as “Growlers”. The total production of malt liquor for off-sale shall not exceed 500 barrels annually, and the total production of on-sale and off-sale by the Micro-brewery Off-sale Malt Liquor License cannot exceed 3,500 barrels per year. The license is subject to the requirements of this section, Section 502 of the Wayzata City Code, and Minnesota Statute 340A.301, subd. 6d.
3. Brewpub Malt Liquor License (“Brewpub”). A Brewpub Malt Liquor License may be issued only to a brewer who holds a brewer license issued by the Minnesota Commissioner of Public Safety pursuant to Minnesota Statute 340A.301 and a City-issued on-sale intoxicating liquor license for a restaurant operation. All provisions of this section and Section 502 of the Wayzata City Code that apply to an on-sale intoxicating liquor license apply to a Micro-brewery On-sale Malt Liquor License unless the provision is explicitly inconsistent with Minnesota Statute 340A.301.
4. Micro-winery Liquor License (Micro-winery”). A Micro-winery Liquor License may be issued only to the holder of a farm winery license issued by the state under Minnesota Statute 340A.315. The license authorizes the production of table, sparkling, or fortified wines from grapes, grape juice, other fruit bases or honey with a majority of the

ingredients grown or produced in Minnesota. The license also authorizes the use of a Tasting Room area for consumption of samples. Total production of wine shall not exceed 50,000 gallons annually. All provisions of this section and Section 502 of the Wayzata City Code that apply to an on-sale intoxicating liquor license apply to a Micro-winery Liquor License unless the provision is explicitly inconsistent with Minnesota Statute 340A.315.

5. **Micro-distillery Liquor License (Micro-distillery”).**
A Micro-distillery Liquor License may be issued only to the holder of a Micro-distiller’s license issued by the state under Minnesota Statute 340A.301. The license authorizes the production of distilled spirits produced on the premises of one distillery location owned or rented by the distiller licensee, subject to the requirements of this section, Section 502 of the Wayzata City Code, and Minnesota Statute 340A.301. The license also authorizes the use of a Tasting Room area for consumption of samples of distilled spirits manufactured on its premises. The sample size cannot exceed 15 milliliters per variety per person and no more than 45 milliliters may be sampled by any person on any day. Total production of distilled spirits shall not exceed 40,000 proof gallons annually. All provisions of this section and Section 502 of the Wayzata City Code that apply to an on-sale intoxicating liquor license apply to a Micro-distillery Liquor License unless the provision is explicitly inconsistent with Minnesota Statute 340A.301, subd. 6c.

524.04. Number of Licenses. The following number of licenses may be issued by the City, although there is no obligation on the City to issue any prescribed minimum amount:

	Number of Licenses
Micro-brewery Off-sale Malt Liquor License	Four (4)
Micro-brewery Taproom Liquor License	Two (2)
Brewpub Malt Liquor License	Two (2)
Micro-winery Liquor License	Two (2)
Micro-distillery Liquor License	Two (2)

524.05. License Fees. The annual license fees for licenses issued under this Chapter shall be in an amount to be determined from time to time by Resolution of the City Council. At the time of each original application or renewal for any of the licenses issued under this Chapter the total annual license fee therefore shall be paid in full by the applicant. Upon rejection or withdrawal of an application the license fee(s) submitted therefor (but not the fees for applicant’s background investigation) shall be refunded in full to the applicant, except when rejection or withdrawal is based upon a

willful misstatement of fact by the applicant. No part of any fee for an issued license shall be refunded, except as authorized by State Statute.

- 524.06. **Application Procedure.** The application and licensing procedures established in Chapter 502 of the Wayzata City Code apply to brewers apply for the license categories established in this Chapter.
- 524.07. **License Restrictions.** Each license issued under this Chapter shall be subject to the provisions of Section 10 of Chapter 502 (Intoxicating Liquors), to all laws, ordinances and restrictions applicable thereto, which shall act as continuous restrictions upon any such license.
- 524.08. **Insurance.** Every applicant and license holder under this Chapter must comply with the insurance requirements of Section 13 of Chapter 502 (Intoxicating Liquors).
- 524.09. **Suspension or Revocation.** The City Council may suspend or revoke any license issued hereunder in accordance with the provisions of Section 501.09 of this Code.
- 524.10. **Duration and Renewal of License.** All licenses issued under this Chapter shall expire on April 30th of each year. If an application is made during a license year, such a license may be issued for the remainder of the license year for a prorated fee, with any unexpired fraction of a month being counted as one month. Application for renewal of an existing license shall be made at least forty-five (45) days prior to expiration of the license, and it shall be made in such a form as provided by the City Manager, which shall contain some or all of the information listed in Section 502.07 that the City Manager deems relevant to evaluating the renewal request. The licensee also shall submit the appropriate license fee(s) and an investigation fee as established by resolution, which shall be for investigation and verification of all information contained in the application form. The decision whether or not to renew a license rests within the discretion of the City Council. No licensee has a right to have the license renewed.
- 524.11. **Adoption of State Law by Reference.** The provisions of Minn. Stat. Ch. 340A as they may be amended from time to time, with reference to the definition of terms, conditions of operation, restrictions on consumption, provisions relating to sales, hours of sale, and all other matters pertaining to the manufacture, retail sale, distribution, and consumption of alcoholic beverages are hereby adopted by reference and are made a part of this Chapter as if set out in full. Whenever there is an inconsistency between the provisions of Minn. Stat. Ch. 340A and the provisions of this chapter, the more restrictive governs unless state expressly controls.

Section 2. This Ordinance shall become effective upon its passage and publication.

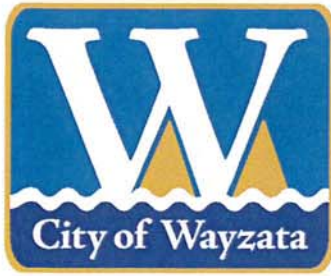
Adopted this ____ day of _____, 2014.

Mayor Ken Willcox

ATTEST:

City Manager Heidi Nelson

First Reading: September 2, 2014
Second Reading: September 16, 2014
Publication:



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
Don Uram, Administrative Services Director

DATE: September 16, 2014

RE: Review of the 2015 General Fund budget and adoption of the preliminary levy.

Introduction

Enclosed with this memo is the 2105 preliminary general fund budget, 2015 proposed transfers spreadsheet, and resolution approving the 2015 preliminary levy. The budget presented for approval is the result of Council discussion and direction given to staff at workshops held on July 8 and September 2. The general fund budget may be refined until final adoption in December. Enterprise fund budgets including liquor operations, utilities (water, sewer and storm sewer), and licensing will be presented to the Council at upcoming meetings.

To comply with State Statute, the preliminary levy must be certified to Hennepin County by September 30. The final budget and levy will be presented to the council for review and approval in early December. The final levy may not exceed the amount of the preliminary levy.

Staff Recommendation

Adopt Resolution No. 24-2014 Certifying to the County Auditor the Preliminary Property Tax Levy Payable for 2015.

2015 Budget Overview

Following is a summary of the 2015 preliminary budget. The 2015 general fund budget totals \$5,500,610 compared to the 2014 general fund budget of \$5,221,920, a difference of \$278,690 or 5.3%. Reasons for the increase include the addition of staff in the engineering and finance departments, wage and benefit costs, an increase in general liability insurance costs, and other minor changes.

	Actual		Budget		Percent
	2012	2013	2014	2015	Change
REVENUES					
Taxes	\$ 3,630,586	\$ 3,947,402	\$ 3,845,723	\$ 3,926,983	2.11%
Franchise fees	81,996	80,732	82,000	82,000	0.00%
Licenses and permits	692,656	708,478	327,600	382,800	16.85%
Intergovernmental	190,513	260,514	137,000	143,000	4.38%
Charges for services	817,972	830,093	594,097	710,327	19.56%
Fines and forfeitures	72,433	71,154	65,500	65,500	0.00%
Interest	16,060	535	22,000	22,000	0.00%
Miscellaneous	277,620	38,732	3,000	3,000	0.00%
Transfers in	115,000	145,000	145,000	165,000	13.79%
TOTAL REVENUES	5,894,836	6,082,639	5,221,920	5,500,610	5.33%
	Actual		Budget		Percent
	2012	2013	2014	2015	Change
EXPENDITURES					
Mayor and council	\$ 31,531	\$ 36,179	\$ 37,300	\$ 48,036	28.78%
Administrative and finance	673,678	886,363	670,880	708,010	5.53%
Assessing	49,707	46,230	51,625	52,500	1.69%
Planning and zoning	102,046	105,294	110,480	114,485	3.62%
General government buildings	151,619	166,877	167,900	182,515	8.70%
Police protection	1,340,954	1,392,537	1,447,740	1,497,198	3.42%
Fire protection	293,300	294,466	323,955	323,449	-0.16%
Building inspections	183,812	223,935	227,300	231,266	1.74%
Emergency management	2,886	4,626	5,350	5,350	0.00%
Health inspections	26,681	31,416	30,000	32,000	6.67%
Streets	442,959	467,651	486,920	508,532	4.44%
Street lighting	65,170	72,726	68,600	69,000	0.58%
Engineering	107,691	108,870	114,830	172,270	50.02%
Parks, recreation and forestry	325,719	381,580	420,990	423,394	0.57%
Unallocated	108,478	225,138	290,500	356,100	22.58%
Capital outlay	6,658	4,979	6,000	6,000	0.00%
Operating transfers out	1,287,291	1,568,991	761,550	770,505	1.17%
TOTAL EXPENDITURES	5,200,180	6,017,857	5,221,920	5,500,610	5.33%

Tax Levy Summary

Overall, the preliminary tax levy for general operations, City infrastructure and debt services shows a 1.92 percent increase over 2014. The 2014 budgeted and 2015 preliminary tax levies are listed below.

	2014	2015 Preliminary	Increase (Decrease)	% change
General	\$ 3,845,723	\$ 3,926,983	\$ 81,260	2.11%
City infrastructure	210,000	210,000	-	NA
Bonds				
G.O. Street Reconstruction Bonds, Series 2009B (Ferndale)	35,603	34,815	(788)	-2.21%
2004A Big Woods	211,050	213,150	2,100	1.00%
Total City tax levy	<u>\$ 4,302,376</u>	<u>\$ 4,384,948</u>	<u>\$ 82,572</u>	<u>1.92%</u>

Other lake area communities proposed levy increases are:

Mound	Deephaven	Orono	Excelsior	Spring Park	Shorewood	Victoria	Long Lake
1.75%	2.9%	1.5%	2.56%	1.5%	2.5%	3.78%	5%

2015 Capital Improvement Plan and Fund Balances

Part of the budget process includes a review of the planned CIP activity by the Council. This process began at the September 2 workshop and is scheduled for an additional workshop on October 7. The transfers from the 2015 general fund to the CIP are included in the 2015 budget document. Details for each of the transfers are shown on the attached spreadsheet. Based on the outcome of the October 7 workshop, the 2015 general fund budget can be adjusted prior to the final budget adoption in December.

CITY OF WAYZATA
2015 General Fund Budget Summary

09/11/14 9:33 AM

Page 1

Dept Descr	2013 Amount	2014 Budget	2015 Budget
Act Type R Revenue			
All Departments	\$5,443,895.42	\$4,624,723.00	\$4,887,333.00
Police	\$534,713.48	\$497,697.00	\$513,777.00
Fire	\$104,030.50	\$99,500.00	\$99,500.00
Act Type R Revenue	\$6,082,639.40	\$5,221,920.00	\$5,500,610.00
Act Type E Expenditure			
Mayor and Council	-\$36,178.52	-\$37,300.00	-\$45,036.00
Administration & Finance	-\$1,868,067.36	-\$837,180.00	-\$887,984.00
Assessing	-\$46,230.30	-\$51,625.00	-\$52,500.00
Planning and Zoning	-\$105,293.99	-\$110,480.00	-\$114,485.00
Building Operations & Maint.	-\$189,376.52	-\$190,400.00	-\$205,015.00
Police	-\$1,398,548.35	-\$1,446,040.00	-\$1,500,589.00
Crime Control and Investigate	-\$50,319.94	-\$61,000.00	-\$60,500.00
Fire	-\$465,265.64	-\$506,955.00	-\$499,249.00
Building Inspection	-\$227,569.38	-\$229,800.00	-\$233,929.00
Emergency Management	-\$4,625.86	-\$5,350.00	-\$5,350.00
Streets	-\$708,851.29	-\$723,120.00	-\$745,732.00
Health Inspections	-\$31,416.00	-\$30,000.00	-\$32,000.00
Engineering	-\$121,770.30	-\$127,530.00	-\$185,028.00
Parks	-\$466,479.84	-\$506,040.00	-\$509,713.00
Boulevard Maint. And lighting	-\$72,725.91	-\$68,600.00	-\$69,000.00
Unallocated Expenditures	-\$225,137.91	-\$290,500.00	-\$354,500.00
Act Type E Expenditure	-\$6,017,857.11	-\$5,221,920.00	-\$5,500,610.00
	\$64,782.29	\$0.00	\$0.00

CITY OF WAYZATA

Revenue Summary - 2015 Budget

09/11/14 9:39 AM

Page 1

Source	Source Descr	2013 Amt	2014 Budget	2015 Budget
GASB Source Descr				
34107	Passport Processing	\$13,035.00	\$6,100.00	\$0.00
GASB Source Descr		\$13,035.00	\$6,100.00	\$0.00
GASB Source Descr Charges for Services				
34104	Plan Check Fee	\$263,667.99	\$80,000.00	\$95,000.00
34105	Copies	\$211.36	\$100.00	\$50.00
34106	Project Inspection	\$100,937.80	\$60,000.00	\$147,000.00
34108	Admin Charges to Other Funds	\$780.18	\$0.00	\$0.00
34108	Admin Charges to Other Funds	\$0.00	\$44,290.00	\$45,200.00
34109	Police Charges for Services	\$0.00	\$0.00	\$0.00
34109	Police Charges for Services	\$59,481.15	\$8,000.00	\$8,000.00
34110	Planning Charges	\$2,085.00	\$0.00	\$0.00
34190	Charges for Services/Gen Gov t	\$14,499.72	\$12,000.00	\$20,000.00
34201	Fire Contracts	\$51,491.00	\$54,000.00	\$54,000.00
34203	Fire Misc.	\$50.00	\$500.00	\$500.00
34211	Accidents Reports	\$252.00	\$100.00	\$150.00
34212	Fingerprinting	\$1,245.00	\$1,000.00	\$1,000.00
34213	Impound Fees	\$410.00	\$250.00	\$300.00
34214	Alarm Charges	\$1,071.50	\$2,000.00	\$2,000.00
34942	Grave Openings	\$9,136.36	\$5,000.00	\$5,000.00
34998	Police Services - Long Lake	\$293,550.00	\$302,357.00	\$311,427.00
36211	Blvd. Lights & Maint.	\$80,731.76	\$82,000.00	\$82,000.00
36221	Library Rent	\$13,987.58	\$14,200.00	\$16,400.00
36222	Depot Rent	\$4,201.00	\$4,200.00	\$4,300.00
GASB Source Descr Charges for Services		\$897,789.40	\$669,997.00	\$792,327.00
GASB Source Descr Fines & Forfeitures				
35101	Court Fines	\$69,103.57	\$65,000.00	\$65,000.00
35103	Administrative PD Fines	\$0.00	\$0.00	\$0.00
35106	Misc Fines	\$2,050.00	\$500.00	\$500.00
GASB Source Descr Fines & Forfeitures		\$71,153.57	\$65,500.00	\$65,500.00
GASB Source Descr General Property Tax				
31010	Property Taxes	\$3,947,401.82	\$3,845,723.00	\$3,926,983.00
GASB Source Descr General Property Tax		\$3,947,401.82	\$3,845,723.00	\$3,926,983.00
GASB Source Descr Interest				
36210	Interest Earnings	\$535.42	\$22,000.00	\$22,000.00
GASB Source Descr Interest		\$535.42	\$22,000.00	\$22,000.00
GASB Source Descr Intergovernmental				
33160	Other Federal Grants	\$74,067.32	\$0.00	\$0.00
33416	Police Training Reimbursement	\$4,101.03	\$2,000.00	\$3,000.00
33420	Insurance Premium Tax-Fire	\$47,886.52	\$45,000.00	\$45,000.00
33421	Insurance Premium Tax-Police	\$86,861.28	\$70,000.00	\$70,000.00
33422	Misc State Aid Grants	\$4,602.98	\$0.00	\$0.00
33422	Misc State Aid Grants	\$13,847.95	\$0.00	\$5,000.00
33422	Misc State Aid Grants	\$29,147.18	\$20,000.00	\$20,000.00
GASB Source Descr Intergovernmental		\$260,514.26	\$137,000.00	\$143,000.00
GASB Source Descr Licenses & permits				
32110	Alcoholic Beverages	\$69,088.00	\$67,750.00	\$90,500.00
32120	Health	\$52,431.25	\$31,500.00	\$36,000.00
32140	Cigarette License	\$0.00	\$300.00	\$400.00

Source	Source Descr	2013 Amt	2014 Budget	2015 Budget
32160	Trade License	\$5,150.00	\$4,500.00	\$4,500.00
32180	Rental License	\$16,046.00	\$12,000.00	\$15,000.00
32190	Misc License	\$8,441.00	\$6,600.00	\$7,400.00
32210	Building Permits	\$440,667.32	\$151,000.00	\$162,900.00
32222	Heating Permits	\$70,351.72	\$26,000.00	\$27,600.00
32230	Plumbing Permits	\$20,975.93	\$12,000.00	\$15,000.00
32240	Animal Licenses	\$2,740.00	\$2,200.00	\$2,200.00
32250	Beach Parking Permits	\$972.00	\$750.00	\$1,300.00
32290	Misc Permits	\$21,614.51	\$13,000.00	\$20,000.00
GASB Source Descr Licenses & permits		\$708,477.73	\$327,600.00	\$382,800.00
GASB Source Descr Other				
39101	Sales of General Fixed Assets	\$1,750.00	\$0.00	\$0.00
39200	Interfund Operating Transfers	\$145,000.00	\$145,000.00	\$165,000.00
39400	Misc.Revenues	\$36,982.20	\$3,000.00	\$3,000.00
GASB Source Descr Other		\$183,732.20	\$148,000.00	\$168,000.00
		\$6,082,639.40	\$5,221,920.00	\$5,500,610.00

CITY OF WAYZATA
Expenditure Summary - 2015 Budget

09/11/14 9:43 AM

Page 1

Dept	Dept Descr	2013 Amt	2014 Budget	2015 Budget
Fund 101 GENERAL FUND				
GASB Function Descr	Community Services			
45200	Parks	\$466,479.84	\$506,040.00	\$509,713.00
GASB Function Descr	Community Se	\$466,479.84	\$506,040.00	\$509,713.00
GASB Function Descr	General Government			
41500	Administration & Finance	\$1,868,067.36	\$837,180.00	\$887,984.00
41550	Assessing	\$46,230.30	\$51,625.00	\$52,500.00
41940	Building Operations & Maint.	\$189,376.52	\$190,400.00	\$205,015.00
41100	Mayor and Council	\$36,178.52	\$37,300.00	\$45,036.00
41910	Planning and Zoning	\$105,293.99	\$110,480.00	\$114,485.00
GASB Function Descr	General Gover	\$2,245,146.69	\$1,226,985.00	\$1,305,020.00
GASB Function Descr	Other			
49200	Unallocated Expenditures	\$225,137.91	\$290,500.00	\$354,500.00
GASB Function Descr	Other	\$225,137.91	\$290,500.00	\$354,500.00
GASB Function Descr	Public Safety			
42400	Building Inspection	\$227,569.38	\$229,800.00	\$233,929.00
42120	Crime Control and Investigate	\$50,319.94	\$61,000.00	\$60,500.00
42500	Emergency Management	\$4,625.86	\$5,350.00	\$5,350.00
42200	Fire	\$465,265.64	\$506,955.00	\$499,249.00
43200	Health Inspections	\$31,416.00	\$30,000.00	\$32,000.00
42100	Police	\$1,398,548.35	\$1,446,040.00	\$1,500,589.00
GASB Function Descr	Public Safety	\$2,177,745.17	\$2,279,145.00	\$2,331,617.00
GASB Function Descr	Public Works			
45203	Boulevard Maint. And lighting	\$72,725.91	\$68,600.00	\$69,000.00
43300	Engineering	\$121,770.30	\$127,530.00	\$185,028.00
43100	Streets	\$708,851.29	\$723,120.00	\$745,732.00
GASB Function Descr	Public Works	\$903,347.50	\$919,250.00	\$999,760.00
Fund 101 GENERAL FUND		\$6,017,857.11	\$5,221,920.00	\$5,500,610.00

CITY OF WAYZATA

2015 Budget

09/11/14 9:45 AM

Page 1

Account Descr	2013 Amt	2014 Budget	2015 Budget	%Diff from Cur Yr 2014
FUND 101 GENERAL FUND				
Dept 41100 Mayor and Council				
E 101-41100-103 Part-Time Employees	\$16,500.00	\$16,830.00	\$24,000.00	42.60%
E 101-41100-122 FICA	\$1,262.32	\$1,270.00	\$1,836.00	44.57%
E 101-41100-210 Operating Supplies (GENERAL)	\$164.85	\$200.00	\$200.00	0.00%
E 101-41100-302 Consultants	\$10,022.10	\$10,000.00	\$10,000.00	0.00%
E 101-41100-331 Mileage & Expense Account	\$2,202.18	\$1,800.00	\$1,800.00	0.00%
E 101-41100-433 Dues, Licensing & Seminars	\$1,281.50	\$1,000.00	\$1,000.00	0.00%
E 101-41100-493 Volunteer program	\$3,889.51	\$6,000.00	\$6,000.00	0.00%
E 101-41100-499 Miscellaneous	\$856.06	\$200.00	\$200.00	0.00%
Dept 41100 Mayor and Council	\$36,178.52	\$37,300.00	\$45,036.00	20.74%
Dept 41500 Administration & Finance				
E 101-41500-101 Full-Time Employees Regular	\$280,560.30	\$298,070.00	\$344,995.00	15.74%
E 101-41500-103 Part-Time Employees	\$18,639.66	\$26,230.00	\$26,891.00	2.52%
E 101-41500-121 PERA	\$21,387.45	\$22,790.00	\$26,826.00	17.71%
E 101-41500-122 FICA	\$21,950.69	\$24,040.00	\$27,363.00	13.82%
E 101-41500-130 Employer Paid Ins	\$35,846.56	\$42,990.00	\$48,899.00	13.75%
E 101-41500-200 Office Supplies (GENERAL)	\$13,359.60	\$12,000.00	\$11,000.00	-8.33%
E 101-41500-301 Auditing and Acct g Services	\$84,392.18	\$70,000.00	\$39,000.00	-44.29%
E 101-41500-302 Consultants	\$15,268.00	\$15,000.00	\$15,000.00	0.00%
E 101-41500-304 Legal Fees	\$306,602.65	\$78,000.00	\$78,000.00	0.00%
E 101-41500-306 Personnel Expense	\$6,994.63	\$2,500.00	\$2,500.00	0.00%
E 101-41500-311 Data Processing	\$40,005.56	\$43,260.00	\$43,260.00	0.00%
E 101-41500-331 Mileage & Expense Account	\$3,332.88	\$3,500.00	\$3,500.00	0.00%
E 101-41500-350 Printing & Publishing	\$3,906.77	\$5,000.00	\$5,000.00	0.00%
E 101-41500-404 Repairs/Maint - Machin/Equip	\$1,449.62	\$5,000.00	\$5,000.00	0.00%
E 101-41500-433 Dues, Licensing & Seminars	\$15,762.30	\$12,000.00	\$12,000.00	0.00%
E 101-41500-497 Credit Card Fees	\$4,610.86	\$5,500.00	\$10,000.00	81.82%
E 101-41500-499 Miscellaneous	\$12,293.11	\$5,000.00	\$7,500.00	50.00%
E 101-41500-540 Equipment	\$613.54	\$1,000.00	\$1,000.00	0.00%
E 101-41500-720 Operating Transfers - Equip.	\$84,800.00	\$90,300.00	\$105,250.00	16.56%
E 101-41500-721 Operating Transfers - Building	\$896,291.00	\$75,000.00	\$75,000.00	0.00%
Dept 41500 Administration & Finance	\$1,868,067.36	\$837,180.00	\$887,984.00	6.07%
Dept 41550 Assessing				
E 101-41550-210 Operating Supplies (GENERAL)	\$465.30	\$500.00	\$500.00	0.00%
E 101-41550-302 Consultants	\$45,765.00	\$51,125.00	\$52,000.00	1.71%
Dept 41550 Assessing	\$46,230.30	\$51,625.00	\$52,500.00	1.69%
Dept 41910 Planning and Zoning				
E 101-41910-101 Full-Time Employees Regular	\$77,544.00	\$79,090.00	\$80,677.00	2.01%
E 101-41910-121 PERA	\$5,622.00	\$5,730.00	\$6,051.00	5.60%
E 101-41910-122 FICA	\$5,913.61	\$6,050.00	\$6,172.00	2.02%
E 101-41910-130 Employer Paid Ins	\$8,315.28	\$9,110.00	\$10,085.00	10.70%
E 101-41910-210 Operating Supplies (GENERAL)	\$0.00	\$0.00	\$0.00	0.00%
E 101-41910-302 Consultants	\$4,856.98	\$6,000.00	\$5,500.00	-8.33%
E 101-41910-331 Mileage & Expense Account	\$334.15	\$500.00	\$500.00	0.00%
E 101-41910-433 Dues, Licensing & Seminars	\$2,140.74	\$3,000.00	\$3,000.00	0.00%
E 101-41910-492 HPB	\$567.23	\$1,000.00	\$2,500.00	150.00%
E 101-41910-499 Miscellaneous	\$0.00	\$0.00	\$0.00	0.00%
Dept 41910 Planning and Zoning	\$105,293.99	\$110,480.00	\$114,485.00	3.63%
Dept 41940 Building Operations & Maint.				
E 101-41940-210 Operating Supplies (GENERAL)	\$3,183.50	\$8,000.00	\$4,000.00	-50.00%
E 101-41940-321 Telephone	\$16,247.23	\$16,000.00	\$20,000.00	25.00%
E 101-41940-324 Internet/Web Page	\$125.00	\$0.00	\$4,115.00	0.00%
E 101-41940-381 Electric Utilities	\$54,023.83	\$48,000.00	\$50,000.00	4.17%

Account Descr	2013 Amt	2014 Budget	2015 Budget	%Diff from Cur Yr 2014
E 101-41940-383 Fuel, oil and natural gas	\$20,096.34	\$25,000.00	\$32,000.00	28.00%
E 101-41940-386 Other Utilities	\$7,584.85	\$5,000.00	\$5,000.00	0.00%
E 101-41940-401 Repairs/Maint Buildings	\$11,187.59	\$15,000.00	\$15,000.00	0.00%
E 101-41940-404 Repairs/Maint - Machin/Equip	\$26,088.16	\$20,000.00	\$20,000.00	0.00%
E 101-41940-409 Maint services & Improv	\$28,340.02	\$30,500.00	\$32,000.00	4.92%
E 101-41940-499 Miscellaneous	\$0.00	\$400.00	\$400.00	0.00%
E 101-41940-720 Operating Transfers - Equip.	\$0.00	\$0.00	\$0.00	0.00%
E 101-41940-721 Operating Transfers - Building	\$22,500.00	\$22,500.00	\$22,500.00	0.00%
Dept 41940 Building Operations & Maint.	\$189,376.52	\$190,400.00	\$205,015.00	7.68%
Dept 42100 Police				
E 101-42100-101 Full-Time Employees Regular	\$924,105.01	\$935,590.00	\$964,621.00	3.10%
E 101-42100-102 Overtime	\$18,596.11	\$20,400.00	\$20,400.00	0.00%
E 101-42100-103 Part-Time Employees	\$0.00	\$22,600.00	\$22,600.00	0.00%
E 101-42100-105 Temporary Employees Overtime	\$10,567.57	\$8,000.00	\$8,000.00	0.00%
E 101-42100-121 PERA	\$132,412.34	\$142,010.00	\$146,054.00	2.85%
E 101-42100-122 FICA	\$12,652.27	\$18,410.00	\$19,174.00	4.15%
E 101-42100-130 Employer Paid Ins	\$145,757.32	\$136,300.00	\$150,126.00	10.14%
E 101-42100-200 Office Supplies (GENERAL)	\$3,150.04	\$2,100.00	\$2,200.00	4.76%
E 101-42100-210 Operating Supplies (GENERAL)	\$4,121.15	\$3,100.00	\$3,200.00	3.23%
E 101-42100-212 Motor Fuels	\$29,539.37	\$28,730.00	\$33,214.00	15.61%
E 101-42100-217 Uniforms	\$5,323.02	\$11,500.00	\$11,000.00	-4.35%
E 101-42100-240 Small Tools and Minor Equip	\$1,077.99	\$800.00	\$1,000.00	25.00%
E 101-42100-306 Personnel Expense	\$0.00	\$1,000.00	\$1,000.00	0.00%
E 101-42100-309 Contractual Services	\$12,478.23	\$12,000.00	\$12,500.00	4.17%
E 101-42100-323 Radio Units	\$12,057.67	\$15,500.00	\$15,500.00	0.00%
E 101-42100-331 Mileage & Expense Account	\$1,294.44	\$2,000.00	\$2,000.00	0.00%
E 101-42100-350 Printing & Publishing	\$1,410.48	\$1,650.00	\$1,700.00	3.03%
E 101-42100-404 Repairs/Maint - Machin/Equip	\$15,734.31	\$7,000.00	\$9,000.00	28.57%
E 101-42100-409 Maint services & Improv	\$435.73	\$600.00	\$600.00	0.00%
E 101-42100-433 Dues, Licensing & Seminars	\$2,245.00	\$1,950.00	\$2,100.00	7.69%
E 101-42100-434 Training and schools	\$7,361.40	\$13,000.00	\$13,000.00	0.00%
E 101-42100-499 Miscellaneous	\$1,897.85	\$2,500.00	\$2,500.00	0.00%
E 101-42100-540 Equipment	\$731.05	\$2,500.00	\$2,500.00	0.00%
E 101-42100-720 Operating Transfers - Equip.	\$45,600.00	\$46,800.00	\$46,600.00	-0.43%
E 101-42100-721 Operating Transfers - Building	\$10,000.00	\$10,000.00	\$10,000.00	0.00%
Dept 42100 Police	\$1,398,548.35	\$1,446,040.00	\$1,500,589.00	3.77%
Dept 42120 Crime Control and Investigate				
E 101-42120-304 Legal Fees	\$46,373.75	\$51,000.00	\$50,000.00	-1.96%
E 101-42120-308 Prisoner Care	\$3,844.23	\$9,000.00	\$9,000.00	0.00%
E 101-42120-309 Contractual Services	\$101.96	\$1,000.00	\$1,500.00	50.00%
Dept 42120 Crime Control and Investigate	\$50,319.94	\$61,000.00	\$60,500.00	-0.82%
Dept 42200 Fire				
E 101-42200-103 Part-Time Employees	\$99,502.40	\$101,790.00	\$103,000.00	1.19%
E 101-42200-122 FICA	\$7,611.98	\$7,990.00	\$7,880.00	-1.38%
E 101-42200-200 Office Supplies (GENERAL)	\$102.47	\$200.00	\$200.00	0.00%
E 101-42200-210 Operating Supplies (GENERAL)	\$7,054.18	\$7,500.00	\$7,500.00	0.00%
E 101-42200-212 Motor Fuels	\$4,747.77	\$3,000.00	\$4,194.00	39.80%
E 101-42200-217 Uniforms	\$9,822.48	\$11,000.00	\$11,000.00	0.00%
E 101-42200-240 Small Tools and Minor Equip	\$7,503.39	\$8,000.00	\$9,000.00	12.50%
E 101-42200-241 Safety equip/testings	\$6,847.40	\$7,500.00	\$8,000.00	6.67%
E 101-42200-306 Personnel Expense	\$3,968.61	\$10,000.00	\$10,000.00	0.00%
E 101-42200-323 Radio Units	\$18,000.13	\$20,000.00	\$20,000.00	0.00%
E 101-42200-331 Mileage & Expense Account	\$916.78	\$2,500.00	\$2,500.00	0.00%
E 101-42200-381 Electric Utilities	\$4,609.77	\$4,000.00	\$4,500.00	12.50%
E 101-42200-383 Fuel, oil and natural gas	\$5,206.56	\$15,000.00	\$10,000.00	-33.33%
E 101-42200-404 Repairs/Maint - Machin/Equip	\$8,106.97	\$17,000.00	\$17,000.00	0.00%
E 101-42200-409 Maint services & Improv	\$1,685.00	\$2,300.00	\$2,300.00	0.00%

Account Descr	2013 Amt	2014 Budget	2015 Budget	%Diff from Cur Yr 2014
E 101-42200-433 Dues, Licensing & Seminars	\$1,963.00	\$3,000.00	\$3,000.00	0.00%
E 101-42200-434 Training and schools	\$9,859.86	\$9,000.00	\$9,000.00	0.00%
E 101-42200-437 Payments to Organizations	\$45,675.00	\$45,675.00	\$45,675.00	0.00%
E 101-42200-438 Payment to Fire Relief 2% Aid	\$47,886.52	\$45,000.00	\$45,000.00	0.00%
E 101-42200-499 Miscellaneous	\$3,395.37	\$3,500.00	\$3,500.00	0.00%
E 101-42200-720 Operating Transfers - Equip.	\$145,800.00	\$158,000.00	\$153,000.00	-3.16%
E 101-42200-721 Operating Transfers - Building	\$25,000.00	\$25,000.00	\$23,000.00	-8.00%
Dept 42200 Fire	\$465,265.64	\$506,955.00	\$499,249.00	-1.52%
Dept 42400 Building Inspection				
E 101-42400-101 Full-Time Employees Regular	\$135,342.62	\$136,930.00	\$141,915.00	3.64%
E 101-42400-103 Part-Time Employees	\$29,313.27	\$24,760.00	\$26,000.00	5.01%
E 101-42400-121 PERA	\$11,584.41	\$11,720.00	\$12,169.00	3.83%
E 101-42400-122 FICA	\$12,116.23	\$12,370.00	\$12,575.00	1.66%
E 101-42400-130 Employer Paid Ins	\$18,076.23	\$18,220.00	\$20,170.00	10.70%
E 101-42400-200 Office Supplies (GENERAL)	\$636.96	\$200.00	\$300.00	50.00%
E 101-42400-212 Motor Fuels	\$441.87	\$600.00	\$600.00	0.00%
E 101-42400-304 Legal Fees	\$712.50	\$2,500.00	\$2,500.00	0.00%
E 101-42400-309 Contractual Services	\$15,109.37	\$15,000.00	\$7,000.00	-53.33%
E 101-42400-331 Mileage & Expense Account	\$0.00	\$500.00	\$500.00	0.00%
E 101-42400-404 Repairs/Maint - Machin/Equip	\$20.42	\$200.00	\$200.00	0.00%
E 101-42400-433 Dues, Licensing & Seminars	\$413.19	\$3,800.00	\$7,000.00	84.21%
E 101-42400-499 Miscellaneous	\$168.02	\$500.00	\$500.00	0.00%
E 101-42400-540 Equipment	\$3,634.29	\$2,500.00	\$2,500.00	0.00%
Dept 42400 Building Inspection	\$227,569.38	\$229,800.00	\$233,929.00	1.80%
Dept 42500 Emergency Management				
E 101-42500-409 Maint services & Improv	\$1,399.16	\$3,700.00	\$3,700.00	0.00%
E 101-42500-433 Dues, Licensing & Seminars	\$3,226.70	\$1,650.00	\$1,650.00	0.00%
E 101-42500-499 Miscellaneous	\$0.00	\$0.00	\$0.00	0.00%
Dept 42500 Emergency Management	\$4,625.86	\$5,350.00	\$5,350.00	0.00%
Dept 43100 Streets				
E 101-43100-101 Full-Time Employees Regular	\$259,444.59	\$266,800.00	\$272,206.00	2.03%
E 101-43100-102 Overtime	\$23,649.40	\$10,710.00	\$15,000.00	40.06%
E 101-43100-103 Part-Time Employees	\$1,642.59	\$5,100.00	\$5,400.00	5.88%
E 101-43100-121 PERA	\$20,462.09	\$20,490.00	\$21,285.00	3.88%
E 101-43100-122 FICA	\$19,674.28	\$21,620.00	\$22,124.00	2.33%
E 101-43100-130 Employer Paid Ins	\$50,032.19	\$54,800.00	\$58,317.00	6.42%
E 101-43100-200 Office Supplies (GENERAL)	\$879.53	\$1,000.00	\$1,000.00	0.00%
E 101-43100-210 Operating Supplies (GENERAL)	\$3,777.05	\$4,000.00	\$4,200.00	5.00%
E 101-43100-212 Motor Fuels	\$21,791.11	\$22,400.00	\$22,200.00	-0.89%
E 101-43100-216 Chemicals and Chem Products	\$12,483.87	\$12,400.00	\$14,400.00	16.13%
E 101-43100-217 Uniforms	\$1,249.99	\$1,500.00	\$1,600.00	6.67%
E 101-43100-220 Repair/Maint Supply (GENERAL)	\$15,520.13	\$15,200.00	\$16,400.00	7.89%
E 101-43100-226 Sign Repair Materials	\$14,168.84	\$13,300.00	\$13,800.00	3.76%
E 101-43100-229 Dirt, Sand and gravel	\$7,246.20	\$9,800.00	\$10,400.00	6.12%
E 101-43100-240 Small Tools and Minor Equip	\$1,237.11	\$1,500.00	\$1,800.00	20.00%
E 101-43100-241 Safety equip/testings	\$1,135.95	\$1,500.00	\$1,600.00	6.67%
E 101-43100-303 Engineering Fees	\$0.00	\$700.00	\$700.00	0.00%
E 101-43100-323 Radio Units	\$1,833.15	\$2,800.00	\$2,900.00	3.57%
E 101-43100-331 Mileage & Expense Account	\$1,028.70	\$1,200.00	\$1,200.00	0.00%
E 101-43100-404 Repairs/Maint - Machin/Equip	\$966.14	\$5,800.00	\$6,100.00	5.17%
E 101-43100-409 Maint services & Improv	\$5,016.40	\$9,700.00	\$10,700.00	10.31%
E 101-43100-415 Other Equipment Rentals	\$1,811.81	\$1,700.00	\$2,000.00	17.65%
E 101-43100-433 Dues, Licensing & Seminars	\$1,448.98	\$2,300.00	\$2,600.00	13.04%
E 101-43100-499 Miscellaneous	\$1,151.19	\$600.00	\$600.00	0.00%
E 101-43100-720 Operating Transfers - Equip.	\$112,200.00	\$107,200.00	\$108,200.00	0.93%
E 101-43100-721 Operating Transfers - Building	\$34,000.00	\$34,000.00	\$34,000.00	0.00%
E 101-43100-722 Operating Transfers - Streets	\$95,000.00	\$95,000.00	\$95,000.00	0.00%

Account Descr	2013 Amt	2014 Budget	2015 Budget	%Diff from Cur Yr 2014
Dept 43100 Streets	\$708,851.29	\$723,120.00	\$745,732.00	3.13%
Dept 43200 Health Inspections				
E 101-43200-210 Operating Supplies (GENERAL)	\$0.00	\$0.00	\$0.00	0.00%
E 101-43200-309 Contractual Services	\$31,416.00	\$30,000.00	\$32,000.00	6.67%
Dept 43200 Health Inspections	\$31,416.00	\$30,000.00	\$32,000.00	6.67%
Dept 43300 Engineering				
E 101-43300-101 Full-Time Employees Regular	\$86,144.59	\$87,960.00	\$127,990.00	45.51%
E 101-43300-121 PERA	\$5,876.42	\$6,380.00	\$9,194.00	44.11%
E 101-43300-122 FICA	\$5,912.28	\$6,730.00	\$9,466.00	40.65%
E 101-43300-130 Employer Paid Ins	\$8,117.28	\$9,110.00	\$21,078.00	131.37%
E 101-43300-210 Operating Supplies (GENERAL)	\$0.00	\$400.00	\$400.00	0.00%
E 101-43300-212 Motor Fuels	\$516.10	\$550.00	\$500.00	-9.09%
E 101-43300-331 Mileage & Expense Account	\$510.73	\$700.00	\$700.00	0.00%
E 101-43300-404 Repairs/Maint - Machin/Equip	\$0.00	\$0.00	\$0.00	0.00%
E 101-43300-433 Dues, Licensing & Seminars	\$1,642.79	\$2,600.00	\$2,600.00	0.00%
E 101-43300-499 Miscellaneous	\$150.11	\$400.00	\$400.00	0.00%
E 101-43300-720 Operating Transfers - Equip.	\$2,900.00	\$2,700.00	\$2,700.00	0.00%
E 101-43300-721 Operating Transfers - Building	\$10,000.00	\$10,000.00	\$10,000.00	0.00%
Dept 43300 Engineering	\$121,770.30	\$127,530.00	\$185,028.00	45.09%
Dept 45200 Parks				
E 101-45200-101 Full-Time Employees Regular	\$175,250.91	\$196,760.00	\$200,830.00	2.07%
E 101-45200-102 Overtime	\$22,285.07	\$11,000.00	\$11,300.00	2.73%
E 101-45200-103 Part-Time Employees	\$40,609.19	\$46,600.00	\$51,800.00	11.16%
E 101-45200-121 PERA	\$14,041.24	\$18,440.00	\$15,655.00	-15.10%
E 101-45200-122 FICA	\$16,867.52	\$19,460.00	\$19,930.00	2.42%
E 101-45200-130 Employer Paid Ins	\$36,029.37	\$38,730.00	\$39,343.00	1.58%
E 101-45200-140 Unemployment Comp (GENERAL)	\$4,160.33	\$0.00	\$0.00	0.00%
E 101-45200-200 Office Supplies (GENERAL)	\$839.21	\$600.00	\$700.00	16.67%
E 101-45200-210 Operating Supplies (GENERAL)	\$6,492.67	\$5,000.00	\$5,100.00	2.00%
E 101-45200-212 Motor Fuels	\$11,132.14	\$13,200.00	\$12,700.00	-3.79%
E 101-45200-216 Chemicals and Chem Products	\$2,330.06	\$4,200.00	\$4,300.00	2.38%
E 101-45200-217 Uniforms	\$946.89	\$1,300.00	\$1,400.00	7.69%
E 101-45200-221 Equipment Parts	\$1,781.44	\$600.00	\$600.00	0.00%
E 101-45200-222 Repair & Maint - Equip	\$3,583.61	\$9,900.00	\$7,600.00	-23.23%
E 101-45200-227 Plantings	\$5,507.41	\$6,700.00	\$6,900.00	2.99%
E 101-45200-229 Dirt, Sand and gravel	\$5,493.76	\$4,500.00	\$4,800.00	6.67%
E 101-45200-230 Trash Receptacles	\$0.00	\$3,500.00	\$0.00	-100.00%
E 101-45200-240 Small Tools and Minor Equip	\$2,054.63	\$4,000.00	\$2,400.00	-40.00%
E 101-45200-241 Safety equip/testings	\$1,397.07	\$1,600.00	\$1,600.00	0.00%
E 101-45200-306 Personnel Expense	\$0.00	\$0.00	\$0.00	0.00%
E 101-45200-312 Rec Program Fee/Sr. Serv	\$14,820.00	\$15,600.00	\$15,300.00	-1.92%
E 101-45200-316 Weed Control	\$6,044.15	\$7,300.00	\$7,800.00	6.85%
E 101-45200-323 Radio Units	\$1,430.00	\$2,300.00	\$2,400.00	4.35%
E 101-45200-331 Mileage & Expense Account	\$750.88	\$1,000.00	\$2,000.00	100.00%
E 101-45200-404 Repairs/Maint - Machin/Equip	\$3,018.03	\$3,900.00	\$3,900.00	0.00%
E 101-45200-415 Other Equipment Rentals	\$821.59	\$1,100.00	\$1,100.00	0.00%
E 101-45200-433 Dues, Licensing & Seminars	\$2,125.00	\$3,100.00	\$4,400.00	41.94%
E 101-45200-499 Miscellaneous	\$1,767.67	\$600.00	\$600.00	0.00%
E 101-45200-720 Operating Transfers - Equip.	\$43,400.00	\$43,550.00	\$43,755.00	0.47%
E 101-45200-721 Operating Transfers - Building	\$34,000.00	\$34,000.00	\$34,000.00	0.00%
E 101-45200-723 Operating Transfers - Parks	\$7,500.00	\$7,500.00	\$7,500.00	0.00%
Dept 45200 Parks	\$466,479.84	\$506,040.00	\$509,713.00	0.73%
Dept 45203 Boulevard Maint. And lighting				
E 101-45203-220 Repair/Maint Supply (GENERAL)	\$8,653.99	\$10,000.00	\$10,000.00	0.00%
E 101-45203-381 Electric Utilities	\$55,636.21	\$55,000.00	\$55,000.00	0.00%
E 101-45203-406 Street Lights and Signal Maint	\$8,435.71	\$3,600.00	\$4,000.00	11.11%

Account Descr	2013 Amt	2014 Budget	2015 Budget	%Diff from Cur Yr 2014
Dept 45203 Boulevard Maint. And lighting	\$72,725.91	\$68,600.00	\$69,000.00	0.58%
Dept 49200 Unallocated Expenditures				
E 101-49200-212 Motor Fuels	\$0.00	\$0.00	\$0.00	0.00%
E 101-49200-309 Contractual Services	\$12,780.00	\$0.00	\$0.00	0.00%
E 101-49200-322 Postage	\$9,002.38	\$12,000.00	\$12,000.00	0.00%
E 101-49200-361 General Liability Ins	\$86,617.00	\$106,500.00	\$140,800.00	32.21%
E 101-49200-365 Workers Comp Ins	\$55,050.56	\$40,000.00	\$46,700.00	16.75%
E 101-49200-494 Contingency - Long Lake servic	\$0.00	\$55,000.00	\$55,000.00	0.00%
E 101-49200-496 Contingencies	\$61,687.97	\$77,000.00	\$100,000.00	29.87%
Dept 49200 Unallocated Expenditures	\$225,137.91	\$290,500.00	\$354,500.00	22.03%
FUND 101 GENERAL FUND	\$6,017,857.11	\$5,221,920.00	\$5,500,610.00	5.34%

Fund To:

General

EnterpriseTOTAL TRANSFERS

RESOLUTION NO. 24-2014
RESOLUTION CERTIFYING TO THE COUNTY AUDITOR
THE PRELIMINARY PROPERTY TAX LEVY PAYABLE FOR 2015

WHEREAS, State Statutes require that the preliminary tax levy requirements to meet the annual budget be certified to the County Auditor by September 30, 2014;

NOW, THEREFORE, BE IT RESOLVED by the City Council of Wayzata, Minnesota, that the following preliminary tax levy requirements be and they hereby are adopted for the year payable 2015.

BE IT FURTHER RESOLVED that the Auditor of Hennepin County is hereby authorized to cancel all other levies previously scheduled to be collected in 2015 due to an accumulation of sufficient reserves in each fund:

Description		2014	2015
General Fund Levy		\$ 3,845,723	\$ 3,926,983
	City Infrastructure	210,000	210,000
Total Levy		\$ 4,055,723	\$ 4,136,983
Debt Levy	Levy for Street bonding (Ferndale)	\$ 35,603	\$ 34,815
MV Levy	Big Woods bonding debt service	\$ 211,050	\$ 213,150

BE IT FURTHER RESOLVED that the City Manager is hereby directed to forward a certified copy of this Resolution to the Auditor of Hennepin County.

Adopted by the Wayzata City Council this 16th day of September, 2014.

ATTEST:

Mayor Ken Willcox

City Manager Heidi Nelson

CERTIFICATION:

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution:

I, hereby certify that the attached and foregoing Resolution is a true and correct copy of the Resolution duly adopted by the City Council of the City of Wayzata, Minnesota, at a duly authorized meeting held on September 16, 2014.

Deputy City Clerk Becky Malone

SEAL

MEMORANDUM

TO: Mayor Willcox and Councilmembers

FROM: Heidi A. Nelson, City Manager
Don Uram, Administrative Services Director
Kathy Ovshak, Finance Manager

DATE: September 16, 2014

RE: Review and Adoption of the 2015 Fee Schedule

Overview

Enclosed with this memo is the 2015 fee schedule. This item was originally presented to the Council at a workshop on September 2. Staff discussed the changes that were being proposed which are highlighted in the attached memo from Finance Manager Kathy Ovshak. All of the proposed changes with the exception of Special Event Permit fees were supported by the Council.

For 2015, Staff recommended a new tiered rate schedule for special events based on the number of people participating in the event. For local applicants, staff proposed a new fee schedule that would range from \$215 for up to 50 people to \$1,250 for over 1,000 people. In support of the city's smaller organizations and the costs they incur to put on an event, the Council directed staff to reduce the amount charged for the three lowest tiers of local applicants. The revised schedule now starts at \$150 for events up to 50 people. These revisions are shown on page 6 of the 2015 fee schedule.

Staff Recommendation

Approve Resolution No. 25-2014 Adopting Municipal Fees for 2015

RESOLUTION NO. 25-2014

RESOLUTION ADOPTING MUNICIPAL FEES FOR 2015

WHEREAS, the City Council of Wayzata, Minnesota has adopted a Code of Ordinances, and

WHEREAS, the Code of Ordinance provides that fees are adopted by reference and are as established by City Council Resolution; and

WHEREAS, it is the desire of the City Council of Wayzata, Minnesota to establish such municipal fees.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Wayzata, Minnesota that the attached fee schedule (Attachment A) is approved.

Adopted by the City Council of the City of Wayzata this 16th day of September, 2014.

Mayor Kenneth Willcox

ATTEST:

City Manager Heidi Nelson

ACTION ON THIS RESOLUTION:

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution:

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Wayzata, Minnesota, at a duly authorized meeting held on September 16, 2014.

Deputy City Clerk Becky Malone

SEAL



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

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

TO: Mayor Willcox and Councilmembers
Heidi Nelson, City Manager

FROM: Kathy Ovshak, Finance Manager

DATE: August 28, 2014

RE: 2015 Fee Schedule

Attached for your review and approval is the 2015 Fee Schedule. For 2015, most of the fee schedule received a 2% increase. Major fees that did not follow the 2% increase are:

Water rates: (page 1 & 2)

Increased 3% - restructure of rates from the Water Rate Study.

Sewer rates: (page 3)

Some rates increased, some decreased based on the restructure of rates and tiers approved from the Sewer Rate Study.

Water meters: (page 1)

Prices come directly from the vendor (approximately 3% increase).

Other areas to note:

Garbage Service Monthly Rates: (page 4-5)

Staff recommends no increase to the City billed monthly rates except for an increase to the drive up service from \$10.31 to \$11.50 per month. Based on the terms of the garbage collection contract, Randy's Sanitation has the right to request a CPI rate increase every other year. For 2015 they are requesting a 2% increase to the rates they charge us (detail attached). Staff recommends approval of their request because the increase can be accommodated within our current rate structure.

Public Works Misc: (page 5)

Staff recommends increasing the permit fee for the Co-locate Telecommunications Equipment on City property from \$600 to \$1,000 due to the amount of staff time involved and plan review. Increase the escrow deposit for this application from \$10,000 to \$20,000 because of the amount of outside engineering and legal that is involved.

Special Event Permit: (page 6)

Staff recommends a new tiered fee schedule for special event permits. Due to the increase in events and size of the events that are coming into Wayzata, more planning and staff time is required.



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

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

Administration-Liquor Licenses: (page 8)

Staff recommends increasing the fines for the 1st and 2nd offense of the Liquor license violation to reflect a more serious offense.

Community Room Rental: (page 9)

No increase in rates.

Administration – Municipal Boat slip: (page 9-10)

No increase in rates.

Staff recommends eliminating the sale of beach parking permits. Currently there are 51 “Parking by permit only” spots. There have been 756 permit stickers issued; 77 of those have been sold, of which 24 were sold to 1 business owner and 10 more sold to a construction crew. Staff recommends making the “Parking by permit only” available only to Wayzata residents and boat slip holders.

Building Department: (page 10)

No increase in building, plumbing and HVAC permit fees.

Engineering Department: (page 10-11)

No increase in rates.

Fire Department: (page 11)

Staff recommends creating an hourly rate for contracted Fire Personnel services and the vehicles/equipment that is requested or needed for specific events. Fire personnel are frequently asked to make inspections or to “standby” during special events.

CITY OF WAYZATA - 2015

FEE SCHEDULE

Water usage increase:
Sewer usage increase:
Storm water usage increase:
Garbage/Recy/Organic increase:

2%
2%
10%
2%
3%

0%
0%
0%
0%
0%

3%
0%
0%
0%
0%

3%
0%
0%
0%
0%

all others approx 3% +rounded 2012 approx 0% +rounded 2013 approx 0% +rounded 2014 approx 2% +rounded 2015

DESCRIPTION		2012	2013	2014	2015
WATER SYSTEM					
Water connection fee (on bldg. permit)/WAC		\$ 1,974.00	\$ 1,974.00	\$ 1,974.00	\$ 2,014.00
Water connection/tap outside City/WAC		\$ 2,122.00	\$ 2,122.00	\$ 2,122.00	\$ 2,165.00
Water connection charge, East Holdridge (price is set @ \$4,191) + WAC		\$ 4,191.00	\$ 4,191.00	\$ 4,191.00	\$ 4,275.00
Water meter inspection		\$ 51.00	\$ 51.00	\$ 51.00	\$ 52.00
Water connection inspection/water disconnect inspection		\$ 102.00	\$ 102.00	\$ 102.00	\$ 104.00
Temporary water disconnect		\$ 51.00	\$ 51.00	\$ 51.00	\$ 52.00
Permanent water disconnect		\$ 102.00	\$ 102.00	\$ 102.00	\$ 104.00
Lawn sprinkler system inspection		\$ 51.00	\$ 51.00	\$ 51.00	\$ 52.00
Water Usage Charges (monthly utility bill)					
Starting in 2013 a fixed monthly water meter fee will replace the base charge					
Water meter fixed monthly fee based on meter size					
3/4" water meter			\$ 7.90	\$ 8.14	\$ 8.38
1" water meter			\$ 11.06	\$ 11.40	\$ 11.73
1 1/2" water meter			\$ 14.22	\$ 14.65	\$ 15.07
2" water meter			\$ 22.91	\$ 23.61	\$ 24.30
3" water meter			\$ 86.90	\$ 89.54	\$ 92.15
4" water meter			\$ 110.60	\$ 113.96	\$ 117.29
(Base means they always pay the base charge plus they pay consumption)					
(Minimum means the least they pay is the minimum x the number of units). The remaining consumption is still divided by the # of units and each unit is subject to paying tiered rates.)					
Water residential monthly rate base charge		\$ 6.73			
Water residential monthly rate 0-3,400 gallons (per thousand gallons)		\$ 1.42			
Water residential/multi res/non city monthly rate 0-6,000 gallons (per thousand gallons)		\$ 1.42	\$ 1.60	\$ 1.65	\$ 1.70
Water residential monthly rate over 3, 400 gallons (per thousand gallons)		\$ 3.04			
Water residential/multi res/non city monthly rate over 6,000 gallons (per thousand gallons)		\$ 1.42	\$ 2.00	\$ 2.06	\$ 2.12
Water multi-unit residential monthly rate minimum charge		\$ 15.03			
Water multi-unit residential monthly rate 0-4,300 gallons (per thousand gallons)		\$ 3.51			
Water multi-unit residential monthly rate over 4,300 gallons (per 1,000 gallons)		\$ 2.20			
Water commercial & multi-unit commercial monthly rate minimum charge		\$ 18.31			
Water commercial & multi-unit commercial monthly rate 0-5,400 gallons (per 1,000 gal)		\$ 3.39			
Water commercial & multi-unit commercial monthly rate over 5,400 gal (per 1,000 gal)		\$ 2.20			
Water commercial non-City monthly rate minimum charge		\$ 27.66			
Water commercial non-City monthly rate 0-5,400 gallons (per 1,000 gallons)		\$ 5.14			
Water commercial non-City monthly rate over 5,400 gallons (per 1,000 gallons)		\$ 3.32			

Water usage increase:	2%	0%	3%	structure change
Sewer usage increase:	2%	0%	0%	0%
Storm water usage increase:	10%	0%	0%	0%
Garbage/Recyl/Organic increase:	2%	0%	0%	0%

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Page 116 of 247

CITY OF WAYZATA - 2015

FEE SCHEDULE

Water usage increase:
Sewer usage increase:
Storm water usage increase:
Garbage/Recy/Organic increase:

2%
2%
10%
2%
3%

all others

approx 3% +rounded

approx 0% +rounded

approx 0% +rounded

approx 2% +rounded

3%
0%
0%
0%
0%

structure change
structure change
structure change
structure change
structure change

DESCRIPTION

	2012	2013	2014	2015
Model 450 (the fee shown includes the water meter fee and the sales tax fee)	\$ 1,178.84	\$ 1,191.83	\$ 1,191.83	\$ 1,227.23
2" Compound (the fee shown includes the water meter fee and the sales tax fee)	\$ 2,141.75	\$ 2,161.81	\$ 2,161.81	\$ 2,269.19
3" Compound (the fee shown includes the water meter fee and the sales tax fee)	\$ 2,358.87	\$ 2,389.55	\$ 2,389.55	\$ 2,508.73
4" Compound (the fee shown includes the water meter fee and the sales tax fee)	\$ 3,835.08	\$ 3,864.58	\$ 3,864.58	\$ 4,056.93
SEWER SYSTEM				
M.C.E.S. SAC (rate set by Metropolitan Council)	\$ 2,365.00	\$ 2,435.00	\$ 2,485.00	\$ 2,485.00
Sewer connection charge (on bldg. permit)/SAC	\$ 590.00	\$ 590.00	\$ 590.00	\$ 602.00
Sewer connection inspection/sewer disconnect inspection	\$ 102.00	\$ 102.00	\$ 102.00	\$ 104.00
Sewer Usage Charges (monthly utility bill)				
Sewer residential monthly rate base charge	\$ 10.84	\$ 10.68	\$ 10.52	\$ 10.35
Sewer residential monthly rate 0-3,400 gallons (per thousand gallons)	\$ 1.98	\$ 2.39	\$ 2.80	\$ 3.22
Sewer residential monthly rate over 3,400 gallons (per thousand gallons)	\$ 5.45	\$ 5.17	\$ 4.89	\$ 4.60
Sewer multi-unit residential monthly rate base charge		\$ 10.68	\$ 10.52	\$ 10.35
Sewer multi-unit residential monthly rate 1-3,400 gallons (per thousand gallons)	\$ 5.85	\$ 2.39	\$ 2.80	\$ 3.22
Sewer multi-unit residential monthly rate over 3,400 gallons (per thousand gallons)	\$ 5.17	\$ 5.17	\$ 4.89	\$ 4.60
Sewer multi-unit commercial monthly rate base charge	\$ 19.87	\$ 2.01	\$ 4.01	\$ 6.02
Sewer multi-unit commercial monthly rate 0-999999 gallons (per thousand gallons)	\$ 5.85	\$ 4.94	\$ 4.72	\$ 4.49
Sewer multi-unit commercial monthly rate over 3,400 gallons (per thousand gallons)	\$ 5.17	\$ 4.94	\$ -	\$ -
Sewer multi-unit residential monthly rate minimum charge				
Sewer multi-unit residential monthly rate 1-unlimited (per thousand gallons)	\$ 5.17	\$ -	\$ -	\$ -
Sewer multi-unit commercial monthly rate minimum charge	\$ 19.53	\$ -	\$ -	\$ -
Sewer multi-unit commercial monthly rate 0-3,700 gallons (per 1,000 gallons)	\$ 5.17	\$ -	\$ -	\$ -
Sewer multi-unit commercial monthly rate over 3,700 gallons (per 1,000 gallons)	\$ 5.17	\$ -	\$ -	\$ -
Sewer commercial non-City monthly rate minimum charge	\$ 29.28	\$ -	\$ -	\$ -
Sewer commercial non-City monthly rate 0-3,700 gallons (per 1,000 gallons)	\$ 7.75	\$ -	\$ -	\$ -
Sewer commercial non-City monthly rate over 3,700 gallons (per 1,000 gallons)	\$ 7.75	\$ -	\$ -	\$ -
Sewer commercial monthly rate base charge	\$ 17.37	\$ 2.01	\$ 4.01	\$ 6.02
Sewer commercial monthly rate 0-999999 gallons (per 1,000 gallons)	\$ 5.17	\$ 4.94	\$ 4.72	\$ 4.49
Sewer commercial monthly rate over 3,300 gallons (per 1,000 gallons)	\$ 5.17	\$ 4.94	\$ -	\$ -
Sewer pipe in monthly rate base charge	\$ 31.80			
STORM WATER				
Storm water connection inspection	\$ 82.00	\$ 82.00	\$ 82.00	\$ 83.65

CITY OF WAYZATA - 2015

FEE SCHEDULE

Water usage increase:
Sewer usage increase:
Storm water usage increase:
Garbage/Recy/Organic increase:

2%
2%
10%
2%
3%

0%
0%
0%
0%
0%

3%
0%
0%
0%
0%

3%
0%
0%
0%
0%

all others approx 3% +rounded 2012 approx 0% +rounded 2013 approx 0% +rounded 2014 approx 2% +rounded 2015

DESCRIPTION	2012	2013	2014	2015
Private sewage disposal system	\$ 321.00	\$ 321.00	\$ 321.00	\$ 327.45
Storm water utility (REF) charges (monthly utility bill) (1 acre=43,560 sq. ft.)				
Residential base charge for up to 14,520 sq ft	\$ 5.14	\$ 5.14	\$ 5.14	\$ 5.14
+ rate per square ft. for any amount over 14,520 sq feet	\$ 0.00008793	\$ 0.00008793	\$ 0.00008793	\$ 0.00008793
Multiple, Institutional - rate per square foot	\$ 0.00105648	\$ 0.00105648	\$ 0.00105648	\$ 0.00105648
(The Multiple, Institutional rate per acre fee)	\$ 46.02	\$ 46.02	\$ 46.02	\$ 46.02
Commercial - rate per square foot	\$ 0.00176076	\$ 0.00176076	\$ 0.00176076	\$ 0.00176076
(The Commercial rate per acre fee)	\$ 76.70	\$ 76.70	\$ 76.70	\$ 76.70
Undeveloped - rate per square foot	\$ 0.00008793	\$ 0.00008793	\$ 0.00008793	\$ 0.00008793
(The Undeveloped rate per acre fee)	\$ 3.84	\$ 3.84	\$ 3.84	\$ 3.84
School - rate per square foot	\$ 0.000440457	\$ 0.000440457	\$ 0.000440457	\$ 0.000440457
(The School rate per acre fee)	\$ 19.20	\$ 19.20	\$ 19.20	\$ 19.20
GARBAGE MONTHLY RATES, RESIDENTIAL				
Sticker service	\$2.50	\$ 3.00	\$ 3.00	\$ 3.00
1 can (35 gal) weekly	\$ 7.64	\$ 7.64	\$ 7.64	\$ 7.64
2 can (65 gal) weekly	\$ 12.80	\$ 12.80	\$ 12.80	\$ 12.80
3 can (95 gal) weekly	\$ 17.74	\$ 17.74	\$ 17.74	\$ 17.74
4 can (2-65 gal) weekly	\$ 26.97	\$ 26.97	\$ 26.97	\$ 26.97
5 can (65 & 95 gal) weekly	\$ 31.69	\$ 31.69	\$ 31.69	\$ 31.69
6 can (2-95 gal) weekly	\$ 36.20	\$ 36.20	\$ 36.20	\$ 36.20
7 can weekly	\$ 45.66	\$ 45.66	\$ 45.66	\$ 45.66
8 can weekly	\$ 55.31	\$ 55.31	\$ 55.31	\$ 55.31
9 can weekly	\$ 64.33	\$ 64.33	\$ 64.33	\$ 64.33
10 can weekly	\$ 73.57	\$ 73.57	\$ 73.57	\$ 73.57
12 can weekly	\$ 91.82	\$ 91.82	\$ 91.82	\$ 91.82
Drive up service weekly	\$ 10.31	\$ 10.31	\$ 10.31	\$ 11.50
GARBAGE MONTHLY TAX, RESIDENTIAL (18.75%)				
Base/Sticker Service	\$ -	\$ -	\$ -	\$ -
1 can (35 gal) weekly	\$ 1.44	\$ 1.44	\$ 1.44	\$ 1.44
2 can (65 gal) weekly	\$ 2.40	\$ 2.40	\$ 2.40	\$ 2.40
3 can (95 gal) weekly	\$ 3.33	\$ 3.33	\$ 3.33	\$ 3.33
4 can (2-65 gal) weekly	\$ 5.06	\$ 5.06	\$ 5.06	\$ 5.06
5 can (65 & 95 gal) weekly	\$ 5.95	\$ 5.95	\$ 5.95	\$ 5.95
6 can (2-95 gal) weekly	\$ 6.79	\$ 6.79	\$ 6.79	\$ 6.79
7 can weekly	\$ 8.56	\$ 8.56	\$ 8.56	\$ 8.56
8 can weekly	\$ 10.37	\$ 10.37	\$ 10.37	\$ 10.37
9 can weekly	\$ 12.07	\$ 12.07	\$ 12.07	\$ 12.07
10 can weekly	\$ 13.79	\$ 13.79	\$ 13.79	\$ 13.79
12 can weekly	\$ 17.22	\$ 17.22	\$ 17.22	\$ 17.22

CITY OF WAYZATA - 2015

FEE SCHEDULE

Water usage increase: 2%
 Sewer usage increase: 2%
 Storm water usage increase: 10%
 Garbage/Recy/Organic increase: 2%
 3%

all others
 approx 3% +rounded
 2012

0%
 0%
 0%
 0%
 0%

3%
 structure change
 0%
 0%
 0%

approx 2% +rounded
 2015

DESCRIPTION	2012	2013	2014	2015
Drive up service weekly	\$ 1.93	\$ 1.93	\$ 1.93	\$ 2.16
RECYCLING/ORGANICS MONTHLY FEE, RESIDENTIAL	\$ 5.41	\$ 8.00	\$ 8.00	\$ 8.00
GARBAGE EVERY OTHER WEEK MONTHLY RATES				
1 can (35 gal)	\$ 3.35	\$ 3.35	\$ 3.35	\$ 3.35
2 can (65 gal)	\$ 5.50	\$ 5.50	\$ 5.50	\$ 5.50
3 can (95 gal)	\$ 7.64	\$ 7.64	\$ 7.64	\$ 7.64
Drive up service every other week fee	\$ 5.15	\$ 5.15	\$ 5.15	\$ 5.75
GARBAGE EVERY OTHER WEEK MONTHLY TAX (18.75%)				
1 can (35 gal)	\$ 0.63	\$ 0.63	\$ 0.63	\$ 0.63
2 can (65 gal)	\$ 1.03	\$ 1.03	\$ 1.03	\$ 1.03
3 can (95 gal)	\$ 1.44	\$ 1.44	\$ 1.44	\$ 1.44
Drive up service every other week fee	\$ 0.97	\$ 0.97	\$ 0.97	\$ 0.97
STREETS				
Permit Application for Construction Activity on Public Right-Of-Way				
Street Excavation Fee	\$ 134.00	\$ 134.00	\$ 134.00	\$ 137.00
Street Excavation Inspection Fee	\$ 82.00	\$ 82.00	\$ 82.00	\$ 84.00
Road Restoration Fees by City				
Asphalt/SF	\$ 22.00	\$ 22.00	\$ 22.00	\$ 23.00
Concrete/SF	\$ 22.00	\$ 22.00	\$ 22.00	\$ 23.00
Heavy-duty asphalt/SF	\$ 27.00	\$ 27.00	\$ 27.00	\$ 28.00
Minimum deposit	\$ 999.00	\$ 999.00	\$ 999.00	\$ 1,019.00
Street degradation fee per SF	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00
Street vacation (escrow at cost)	\$ 391.00	\$ 391.00	\$ 391.00	\$ 399.00
Driveway right-of-way permit	\$ 46.00	\$ 46.00	\$ 46.00	\$ 47.00
Right-of-way encroachment permit/agreement (fee to cover legal fees, recording fees & staff time)	\$ 798.00	\$ 798.00	\$ 798.00	\$ 1,000.00
PUBLIC WORKS MISC.				
Application to Co-locate Telecommunications Equip. On City Property				
Permit Fee	\$ 561.00	\$ 600.00	\$ 600.00	\$ 1,000.00
Escrow	\$ 2,230.00	\$ 10,000.00	\$ 10,000.00	\$ 20,000.00
Dumpster Placement on City Right-Of-Way				
Application Fee	\$ 50.00	\$ 50.00	\$ 50.00	\$ 51.00
Damage Deposit	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,020.00
Right-of-Way Telecommunications Agreement				
Annual Registration	\$ 400.00	\$ 400.00	\$ 400.00	\$ 408.00
Application Fee (for original application)	\$ 380.00	\$ 380.00	\$ 380.00	\$ 388.00
Wetland Delineation Review				
Permit Fee	\$ 160.00	\$ 160.00	\$ 160.00	\$ 163.00
Escrow	\$ 530.00	\$ 530.00	\$ 530.00	\$ 545.00

CITY OF WAYZATA - 2015

FEE SCHEDULE

Water usage increase:	2%	0%	3%
Sewer usage increase:	2%	0%	structure change
Storm water usage increase:	10%	0%	0%
Garbage/Recy/Organic increase:	2%	0%	0%
	3%	0%	0%

all others approx 3% +rounded approx 0% +rounded approx 2% +rounded

DESCRIPTION

	2012	2013	2014	2015
Each Temporary no parking "Police Order" sign, including Lath	\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.00
Public Works Contractual Services, per hour		\$ 60.00	\$ 60.00	\$ 61.00
Special Event Permit Fee - Local applicant	\$ 211.00	\$ 211.00	\$ 211.00	
1-50 persons				\$ 150.00
51-100 persons				\$ 200.00
101-200 persons				\$ 250.00
201-500 persons				\$ 600.00
501-1000 persons				\$ 1,000.00
over 1000 persons				\$ 1,250.00
Special Event Permit Fee - Non-Local applicant				
1-50 persons				\$ 473.00
51-100 persons				\$ 550.00
101-200 persons				\$ 880.00
201-500 persons				\$ 1,320.00
501-1000 persons				\$ 2,200.00
over 1000 persons				\$ 2,750.00
PUBLIC WORKS-CEMETERY				
Cemetery burial easement - Resident (full and cremain lots)	\$ 1,061.00	\$ 1,061.00	\$ 1,061.00	\$ 1,082.00
Cemetery burial easement - Infant	\$ 427.00	\$ 427.00	\$ 427.00	\$ 436.00
Cemetery grave open/close	\$ 850.00	\$ 850.00	\$ 850.00	\$ 867.00
+ Additional for openings when frost	\$ 216.00	\$ 216.00	\$ 216.00	\$ 221.00
+ Additional for weekends/holidays	\$ 294.00	\$ 294.00	\$ 294.00	\$ 300.00
Cremain opening/close	\$ 479.00	\$ 479.00	\$ 479.00	\$ 489.00
+ Additional for cremain openings when frost	\$ 98.00	\$ 98.00	\$ 98.00	\$ 100.00
+ Additional for weekends/holidays	\$ 294.00	\$ 294.00	\$ 294.00	\$ 300.00
ELECTRIC SERVICE FRANCHISE FEE RATES-MONTHLY (amend by resolution)				
Residential Class	\$ 2.06	\$ 2.06	\$ 2.06	\$ 2.06
Small Commercial & Industrial, Non-Demand Class	\$ 4.64	\$ 4.64	\$ 4.64	\$ 4.64
Small Commercial & Industrial, Demand Class	\$ 4.64	\$ 4.64	\$ 4.64	\$ 4.64
Large Commercial & Industrial Class	\$ 15.45	\$ 15.45	\$ 15.45	\$ 15.45
Public Street Lighting Class	\$ 1.03	\$ 1.03	\$ 1.03	\$ 1.03
Municipal Pumping, Non-Demand Class	\$ 1.03	\$ 1.03	\$ 1.03	\$ 1.03
Municipal Pumping, Demand Class	\$ 1.03	\$ 1.03	\$ 1.03	\$ 1.03
ADMINISTRATION-ENVIRONMENTAL HEALTH				
Food Class A (supper clubs, sit-down, drive-in, delivery, take-out, restaurant, or similar facility.)	\$ 783.00	\$ 783.00	\$ 783.00	\$ 799.00
Food Class C (grocery, meat market, bakery, deli, rental kitchen, limited food service, or similar facility.)	\$ 618.00	\$ 618.00	\$ 618.00	\$ 630.00

CITY OF WAYZATA - 2015

FEE SCHEDULE

Water usage increase:
Sewer usage increase:
Storm water usage increase:
Garbage/Recy/Organic increase:

2%
2%
10%
2%
3%

all others

approx 3% +rounded

approx 0% +rounded

approx 0% +rounded

approx 2% +rounded

0%
0%
0%
0%
0%
0%
0%
0%
0%

3%
structure change
0%
0%
0%
0%
0%
0%
0%

DESCRIPTION

	2012	2013	2014	2015
Food Cart	\$ 494.00	\$ 494.00	\$ 494.00	\$ 504.00
Class E (limited grocery)	\$ -	\$ -	\$ -	
Potentially Hazardous Foods	\$ 314.00	\$ 314.00	\$ 314.00	\$ 320.00
Non-Potentially Hazardous Foods	\$ 273.00	\$ 273.00	\$ 273.00	\$ 278.00
Class G (prepackaged, non-perishable, candy or coffee (no refrigeration needed))	\$ 165.00	\$ 165.00	\$ 165.00	\$ 168.00
Additional Facility	\$ 216.00	\$ 216.00	\$ 216.00	\$ 220.00
School Kitchen	\$ 639.00	\$ 639.00	\$ 639.00	\$ 652.00
Pre-school/Daycares				
Full Service	\$ 639.00	\$ 639.00	\$ 639.00	\$ 652.00
Limited Service (Non-Potentially Hazardous Foods)	\$ 314.00	\$ 314.00	\$ 314.00	\$ 320.00
Church Kitchen	\$ 170.00	\$ 170.00	\$ 170.00	\$ 173.00
Food Vehicle	\$ 149.00	\$ 149.00	\$ 149.00	\$ 152.00
Special Event Food Stand				
First Day	\$ 80.00	\$ 80.00	\$ 80.00	\$ 82.00
Each Additional Day	\$ 35.00	\$ 35.00	\$ 35.00	\$ 36.00
Each day-existing license holder	\$ 35.00	\$ 35.00	\$ 35.00	\$ 36.00
Maximum-each license	\$ 185.00	\$ 185.00	\$ 185.00	\$ 189.00
Special Event Food Stand (Pre-packaged non-potentially hazardous food)				
First Day	\$ 30.00	\$ 30.00	\$ 30.00	\$ 31.00
Each Additional Day	\$ 30.00	\$ 30.00	\$ 30.00	\$ 31.00
Each day-existing license holder	\$ 30.00	\$ 30.00	\$ 30.00	\$ 31.00
Maximum-each license	\$ 185.00	\$ 185.00	\$ 185.00	\$ 189.00
Seasonal Temporary Food Stand (can be disassembled & moved)	\$ 397.00	\$ 397.00	\$ 397.00	\$ 405.00
Seasonal Permanent Food Stand (permanent stand or building)	\$ 397.00	\$ 397.00	\$ 397.00	\$ 405.00
Lodging - Hotel, Motel, Lodging House or Boarding House				-
Base Fee	\$ 206.00	\$ 206.00	\$ 206.00	\$ 210.00
Per Room	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00
Public Swimming Pool				-
Indoor	\$ 464.00	\$ 464.00	\$ 464.00	\$ 473.00
Outdoor	\$ 371.00	\$ 371.00	\$ 371.00	\$ 378.00
Additional Pool	\$ 263.00	\$ 263.00	\$ 263.00	\$ 268.00
Massage Establishment Plan Review	\$ 381.00	\$ 381.00	\$ 381.00	\$ 389.00
Massage Services				
Massage Business License	\$ 6,288.00	\$ 6,288.00	\$ 6,288.00	\$ 6,414.00
Massage Personal License	\$ 1,277.00	\$ 1,277.00	\$ 1,277.00	\$ 1,303.00
Massage Background Check/Investigation Fee	\$ 1,277.00	\$ 1,277.00	\$ 1,277.00	\$ 1,303.00
Therapeutic Massage Business	\$ 82.00	\$ 82.00	\$ 82.00	\$ 84.00
Therapeutic Massage Personal	\$ 57.00	\$ 57.00	\$ 57.00	\$ 58.00
Therapeutic Massage Background Check/Investigation Fee	\$ 72.00	\$ 72.00	\$ 72.00	\$ 73.00

CITY OF WAYZATA - 2015

FEE SCHEDULE

Water usage increase:
Sewer usage increase:
Storm water usage increase:
Garbage/Recy/Organic increase:

2% 0% 3%
2% 0% structure change
10% 0% 0%
2% 0% 0%
3% 0% 0%
approx 3% +rounded approx 0% +rounded approx 2% +rounded

2012 2013 2014 2015

DESCRIPTION

Re-inspection Fees (for all Environmental Health Services):				
2nd follow-up is 25% of the license fee				
3 or more follow-ups are 50% of the license fee for each follow-up				
Plan Reviews				
New Establishments				
Remodel				
ADMINISTRATION-LIQUOR/CLUBWINE/3.2% MALT LIQUOR (BEER) LICENSES				
Annual on-sale club intoxicating liquor license (fee per statute):				
Under 200 members (fee set by statute)	100% of license fee	100% of license fee	100% of license fee	100% of license fee
201-500 members (fee set by statute)	50% of license fee	50% of license fee	50% of license fee	50% of license fee
501-1,000 members (fee set by statute)	see below	see below	see below	see below
1,001-2,000 members (fee set by statute)	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
2,001-4,000 members (fee set by statute)	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
4,001-6,000 members (fee set by statute)	\$ 650.00	\$ 650.00	\$ 650.00	\$ 650.00
Over 6,000 members (fee set by statute)	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00
Annual Sunday on-sale club intoxicating liquor license (fee set by statute)	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Annual on-sale wine license (set by statute-\$2,000 max)	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Annual on-sale 3.2% malt liquor (beer) license	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
Annual off-sale 3.2% malt liquor (beer) license	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
Background check/investigation fee for all Liquor license types (set by statute)	\$ 10,300.00	\$ 10,300.00	\$ 10,300.00	\$ 10,300.00
Temporary consumption and display permit, one-day permit (fee set by statute)	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
Temporary on-sale 3.2% malt liquor license, one-day license	\$ 1,290.00	\$ 1,290.00	\$ 1,290.00	\$ 1,290.00
Liquor license violations, all types:	\$ 515.00	\$ 515.00	\$ 515.00	\$ 515.00
Fine: 1st Offense within 24 months	\$ 103.00	\$ 103.00	\$ 103.00	\$ 103.00
Fine: 2nd Offense within 24 months	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Fine: 3rd Offense within 24 months-fine and one additional check within 90 days	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00
Fine: 4th Offense within 24 mo.-fine and license revocation (\$2,000 max per statute 340A.415)	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00
Fine: 5th Offense within 24 mo.-fine and license revocation (\$2,000 max per statute 340A.415)	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Shaded areas: Rates set by statute and we therefore cannot change fee.				
ADMINISTRATION-MISCELLANEOUS LICENSES				
Amusement and Recreation Establishments (pool hall, billiard hall, bowling alley, shooting gallery)				
Car Wash	\$ 100.00	\$ 100.00	\$ 100.00	\$ 102.00
Christmas Tree Sales Lots	\$ 72.00	\$ 72.00	\$ 72.00	\$ 73.00
Games of Skill and Juke Boxes (each.)	\$ 62.00	\$ 62.00	\$ 62.00	\$ 63.00
Gas Fitter's License	\$ 60.00	\$ 60.00	\$ 60.00	\$ 61.00
Gasoline Filling Station or Wholesale Oil or Gasoline Storage Facility	\$ 62.00	\$ 62.00	\$ 62.00	\$ 63.00
	\$ 72.00	\$ 72.00	\$ 72.00	\$ 73.00

CITY OF WAYZATA - 2015

FEE SCHEDULE

Water usage increase:
Sewer usage increase:
Storm water usage increase:
Garbage/Recy/Organic increase:

2%
2%
10%
2%
3%

all others

approx 3% +rounded

approx 0% +rounded

approx 0% +rounded

approx 2% +rounded

0%
0%
0%
0%
0%

3%
0%
0%
0%
0%

3%
0%
0%
0%
0%

3%
0%
0%
0%
0%

DESCRIPTION

	2012	2013	2014	2015
plus per pumping station	\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.00
Peddlers, Solicitors and Transient Merchant License application	\$ 170.00	\$ 170.00	\$ 170.00	\$ 173.00
Seasonal Outdoor Sidewalk Café License (as part of CUP)	\$ 144.00	\$ 144.00	\$ 144.00	\$ 147.00
Temporary Right of Way Encroachment		TBD	\$ 144.00	\$ 147.00
Shows, Exhibits and Races (public show, caravan, carnival, circus, motion picture, theatrical or other performance, or exhibition; bicycle, foot or other similar race)	\$100 (N/C if Special Event Permit fees paid)	\$100 (N/C if Special Event Permit fees paid)	\$100 (N/C if Special Event Permit fees paid)	\$102 (N/C if Special Event Permit fees paid)
Sound Cars and Equipment (sound car, loud speaker, or other sound equipment)	\$ 60.00	\$ 60.00	\$ 60.00	\$ 61.00
Tobacco products	\$ 124.00	\$ 124.00	\$ 124.00	\$ 126.00
Cigar only tobacco products	\$ 67.00	\$ 67.00	\$ 67.00	\$ 68.00
Tobacco products/cigar only tobacco products penalties:				-
Fine for 1st Offense within 2 yrs (Fee set by Ord)-fine and/or 1 day suspension	\$ 100.00	\$ 100.00	\$ 100.00	\$ 102.00
Fine for 2nd Offense within 2 yrs (fee set by Ord)-fine and/or 2 days suspension	\$ 250.00	\$ 250.00	\$ 250.00	\$ 255.00
Fine for 3rd Offense within 2 yrs (fee set by Ord)-fine and/or 3 days suspension	\$ 500.00	\$ 500.00	\$ 500.00	\$ 510.00
Fine for 4 or More Offenses (fee set by Ord)-fine and/or license revocation	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,020.00
Tree Removal and Treatment Contractor License	\$ 67.00	\$ 67.00	\$ 67.00	\$ 68.00
Tree Removal Permit & Inspection				\$ 35.00
Vehicles for Hire Ordinance				-
Vehicles for Hire Company License	\$ 88.00	\$ 88.00	\$ 88.00	\$ 90.00
Vehicles for Hire Per Vehicle Fee	\$ 36.00	\$ 36.00	\$ 36.00	\$ 37.00
Vehicles for Hire Background Check Fee Each Owner	\$ 41.00	\$ 41.00	\$ 41.00	\$ 42.00
Vehicles for Hire Background Check Fee Each Driver	\$ 41.00	\$ 41.00	\$ 41.00	\$ 42.00
COMMUNITY ROOM RENTAL				
Class A: Any event directly related to the operation or administration of City government such as City Council, City Commissions, City Boards, City Departments, etc.		no charge	no charge	no charge
Class B: Events conducted by the following <u>Wayzata</u> based groups:	\$30.00 + \$10 per hr after the 1st hour	\$30.00 + \$10 per hr after the 1st hour	\$50.00 + \$10 per hr after the 1st hour	\$50.00 + \$10 per hr after the 1st hour
Class C: City resident rentals for private parties or meetings	\$250 fee + \$250 deposit	\$250 fee + \$250 deposit	\$250 fee + \$250 deposit	\$250 fee + \$250 deposit
Class D: Wayzata based business use	\$250 fee + \$250 deposit	\$250 fee + \$250 deposit	\$250 fee + \$250 deposit	\$250 fee + \$250 deposit
Set up and take down options for Classes B, C & D	\$25 per person/per hour (PW Dept.)	\$25 per person/per hour (PW Dept.)	\$25 per person/per hour (PW Dept.)	\$25 per person/per hour (PW Dept.)
Additional fees/rates will be charged for after hours, holidays & weekends				
Security: 3 hour Police Department minimum				
Equipment Rental Fees: Must be pre-approved by City Manager - call for current rates	\$80.00 per hour	\$80.00 per hour	\$80.00 per hour	\$80.00 per hour
ADMINISTRATION-MUNICIPAL BOAT SLIPS/BEACH				
Outer lagoon	10% \$ 1,788.00	0% \$ 1,788.00	0% \$ 1,788.00	0% \$ 1,788.00
Inner lagoon	\$ 1,430.00	\$ 1,430.00	\$ 1,430.00	\$ 1,430.00

CITY OF WAYZATA - 2015

FEE SCHEDULE

Water usage increase: 2%
Sewer usage increase: 2%
Storm water usage increase: 10%
Garbage/Recy/Organic increase: 2%
all others 3%

2% 0% 3%
approx 3% +rounded approx 0% +rounded approx 0% +rounded
structure change 0%
structure change 0%
structure change 3%

DESCRIPTION

	2012	2013	2014	2015
Rowboats	\$ 402.00	\$ 402.00	\$ 402.00	\$ 402.00
Canoe rack (non-resident fees are double)	\$ 72.00	\$ 72.00	\$ 72.00	\$ 72.00
Charter boats annual permit	\$ 1,936.00	\$ 1,936.00	\$ 1,936.00	\$ 1,936.00
Charter boats temporary one day permit (1 pickup, 1 drop off)	\$ 330.00	\$ 330.00	\$ 330.00	\$ 330.00
"Museum of Lake Minnetonka" charter boat "Minnehaha" (50% of annual permit)	\$ 958.00	\$ 958.00	\$ 958.00	\$ 958.00
Beach parking permit (non-resident)	\$ 36.00	\$ 36.00	\$ 36.00	n/a - residents only
BUILDING DEPARTMENT				
Rental Dwelling Licenses				
1 unit (single family home, condominium or owner occupied duplex)	\$ 62.00	\$ 65.00	\$ 65.00	\$ 66.00
2 units	\$ 93.00	\$ 95.00	\$ 95.00	\$ 97.00
3 units	\$ 118.00	\$ 120.00	\$ 120.00	\$ 122.00
4 units	\$ 149.00	\$ 152.00	\$ 152.00	\$ 155.00
5 units or more	\$113 + \$15 per unit	\$115 + \$15 per unit	\$115 + \$15 per unit	\$117 + \$15 per unit
Re-inspection Fee (2nd re-inspection and subsequent follow-up)	\$ 88.00	\$ 90.00	\$ 90.00	\$ 92.00
Late Application Fee				Shall be equal to the underlying charge
Each failure to appear for a reinspection	\$ 88.00	\$ 90.00	\$ 90.00	\$ 92.00
Failure to give notice of property transfer	\$ 62.00	\$ 64.00	\$ 64.00	\$ 65.00
Investigation fee for each occupied, unlicensed rental unit	\$227 per unit	\$232 per unit	\$232 per unit	\$237 per unit
Required re-inspection after license suspended or revoked	\$ 170.00	\$ 173.00	\$ 173.00	\$ 176.00
Reinstating an expired, revoked, or suspended license	\$ 561.00	\$ 572.00	\$ 572.00	\$ 583.00
Additional copy of rental license	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00
Additional copy of correction orders	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00
Building, plumbing and HVAC permit fees - see attached schedule				
ENGINEERING DEPARTMENT				
Land Disturbance Permit Fees				
50 cubic yards or less	\$ 31.00	\$ 31.00	\$ 31.00	\$ 31.00
51 - 100 cubic yards	\$ 46.00	\$ 46.00	\$ 46.00	\$ 46.00
101 to 1,000 cubic yards				
fee for the first 100 cubic yards	\$ 46.00	\$ 46.00	\$ 46.00	\$ 46.00
+ this fee for each additional 100 cubic yards or fraction thereof	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00
1,001 to 10,000 cubic yards				
fee for the first 1,000 cubic yards	\$ 227.00	\$ 227.00	\$ 227.00	\$ 227.00
+ this fee for each additional 1,000 cubic yards or fraction thereof	\$ 17.00	\$ 17.00	\$ 17.00	\$ 17.00
10,001 to 100,000 cubic yards or more				
fee for the first 10,000 cubic yards or fraction thereof	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00
+ this fee for each additional 10,000 cubic yards or fraction thereof	\$ 76.00	\$ 76.00	\$ 76.00	\$ 76.00

CITY OF WAYZATA - 2015

FEE SCHEDULE

Water usage increase:
Sewer usage increase:
Storm water usage increase:
Garbage/Recy/Organic increase:

2%
2%
10%
2%
3%

all others

approx 3% +rounded

approx 0% +rounded

approx 0% +rounded

approx 2% +rounded

3%
0%
0%
0%
0%

structure change
structure change
structure change
structure change
structure change

DESCRIPTION

	2012	2013	2014	2015
100,001 cubic yards or more				
fee for the first 100,000 cubic yards	\$ 1,061.00	\$ 1,061.00	\$ 1,061.00	\$ 1,061.00
+ this fee for each additional 10,000 cubic yards or fraction thereof	\$ 42.00	\$ 42.00	\$ 42.00	\$ 42.00
Plan Review Fee (when required)				
50 cubic yards or less (no fee)				
51 cubic yards or more	40 % of permit fee	40 % of permit fee	40 % of permit fee	40 % of permit fee
Topo copies per file				\$ 10.00
FIRE DEPARTMENT				
Fire Personnel hourly services				\$ 61.00
Aerial Ladder - per hour				\$ 300.00
Engine/Pumper - per hour				\$ 300.00
Heavy Rescue - per hour				\$ 150.00
Tanker - per hour				\$ 175.00
Utility Vehicle - per hour				\$ 100.00
Boat - per hour				\$ 150.00
Fireworks Permit				\$61 (N/C if Special Event Permit fees paid)
Temporary Membrane Structure (Tent)	\$ 149.00	\$ 149.00	\$80 for the first structure; \$20 for each additional structure on the same premises and for the same event	\$80 for the first structure; \$20 for each additional structure on the same premises and for the same event
Underground Tank Removal	\$ 103.00	\$ 103.00	\$ 103.00	\$ 105.00
PLANNING DEPARTMENT				
Comprehensive Plan (printed copy)	no longer printed	no longer printed	no longer printed	no longer printed
Comprehensive Plan (CD)	\$ 40.00	\$ 40.00	\$ 40.00	\$ 41.00
Design Standards (printed copy)	no longer printed	no longer printed	no longer printed	no longer printed
Design Standards (CD)	\$ 41.00	\$ 41.00	\$ 41.00	\$ 42.00
Fence Permit Application Fee	\$ 72.00	\$ 72.00	\$ 72.00	\$ 73.00
Sign Permit Fee - permanent	\$ 191.00	\$1 per sq.ft. / minimum of \$50.00	\$1 per sq.ft. / minimum of \$50.00	\$1 per sq.ft. / minimum of \$50.00
Sign Permit Fee - temporary	\$ 57.00	\$ 57.00	\$ 57.00	\$ 58.00
Zoning Ordinance (printed copy)	no longer printed	no longer printed	no longer printed	no longer printed
Zoning Ordinance (CD)	\$ 40.00	\$ 40.00	\$ 40.00	\$ 41.00
PLANNING DEPARTMENT-DEVELOPMENT APPLICATION FEES & ESCROW				

CITY OF WAYZATA - 2015

FEE SCHEDULE

Water usage increase:
Sewer usage increase:
Storm water usage increase:
Garbage/Recy/Organic increase:

2%
2%
10%
2%
3%

all others

approx 3% +rounded

approx 0% +rounded

0%
0%
0%
0%
0%

3%
structure change
0%
0%
0%

approx 0% +rounded

approx 2% +rounded

3%
structure change
0%
0%
0%

DESCRIPTION

Subdivision	2012	2013	2014	2015
Preliminary Plat Minor (less than 3 lots) application fee (escrow also due)	\$ 283.00	\$ 283.00	\$ 283.00	\$ 289.00
+ Preliminary Plat Minor (less than 3 lots) escrow (application fee also due)	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,040.00
Preliminary Plat Major (4-15 lots) application fee (escrow also due)	\$ 283.00	\$ 283.00	\$ 283.00	\$ 289.00
+ Preliminary Plat Major (4-15 lots) escrow (application fee also due)	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,060.00
Preliminary Plat Major (15-30 lots)	\$ 335.00	\$ 335.00	\$ 335.00	\$ 342.00
+ Preliminary Plat Major (15-30 lots) escrow (application fee also due)	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,100.00
Preliminary Plat Major (over 30 lots) application fee (escrow also due)	\$ 561.00	\$ 561.00	\$ 561.00	\$ 572.00
+ Preliminary Plat Major (over 30 lots) escrow (application fee also due)	\$7,000 and up	\$7,000 and up	\$7,000 and up	\$7,140 and up
Major with street application fee (escrow also due)	\$561 + \$12/lot	\$561 + \$12/lot	\$561 + \$12/lot	\$572 + \$12/lot
+ Major with street escrow (application fee also due)	\$7,000 and up	\$7,000 and up	\$7,000 and up	\$7,140 and up
Final Plat application fee (escrow also due)	same as prelim plat	same as prelim plat	same as prelim plat	same as prelim plat
+ Final Plat escrow (application fee also due)	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,040.00
Planned Unit Development				
Concept Plan application fee (escrow also due)	\$ 283.00	\$ 283.00	\$ 283.00	\$ 289.00
+ Concept Plan escrow (application fee also due)	project specific	project specific	project specific	project specific
General Plan application fee (escrow also due)	\$ 283.00	\$ 283.00	\$ 283.00	\$ 289.00
+ General Plan escrow (application fee also due)	project specific	project specific	project specific	project specific
Amendments - Minor (no structure change) application fee (escrow also due)	\$ 283.00	\$ 283.00	\$ 283.00	\$ 289.00
+ Amendments - Minor (no structure change) escrow (application fee also due)	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,100.00
Amendments - Major (structure change) application fee (escrow also due)	\$ 283.00	\$ 283.00	\$ 283.00	\$ 289.00
+ Amendments -Major (structure change) escrow (application fee also due)	\$7,000 and up	\$7,000 and up	\$7,000 and up	\$7,140 and up
Conditional Use Permit				
Commercial and multi family minor (only use and parking) appl. fee (escrow also due)	\$ 335.00	\$ 335.00	\$ 335.00	\$ 342.00
+ Commercial & multi family minor (only use and parking) escrow (appl. fee also due)	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,080.00
Commercial and multi family major (structural) application fee (escrow also due)	\$ 335.00	\$ 335.00	\$ 335.00	\$ 342.00
+ Commercial & multi family major (structural) escrow (appl. fee also due)	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,100.00
Residential single family application fee (escrow also due)	\$ 283.00	\$ 283.00	\$ 283.00	\$ 289.00
+ Residential single family escrow (application fee also due)	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,060.00
Variance				
Commercial and multi family minor (only use and parking) application fee (escrow also due)	\$ 335.00	\$ 335.00	\$ 335.00	\$ 342.00
+Comm. & multi family minor (only use and parking) escrow fee (appl. fee also due)	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,080.00
Commercial and multi family major (structural) application fee (escrow also due)	\$ 335.00	\$ 335.00	\$ 335.00	\$ 342.00
+ Comm. & multi family major (structural) escrow (appl. fee also due)	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,100.00
Residential single family application fee (escrow also due)	\$ 283.00	\$ 283.00	\$ 283.00	\$ 289.00
+ Residential single family escrow (application fee also due)	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,060.00
Street Vacation application fee (escrow also due)				
Street Vacation escrow (application fee also due)	\$ 283.00	\$ 283.00	\$ 283.00	\$ 289.00
Zoning Ordinance Amendment				
	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,060.00

CITY OF WAYZATA - 2015

FEE SCHEDULE

Water usage increase:
Sewer usage increase:
Storm water usage increase:
Garbage/Recy/Organic increase:

2%
2%
10%
2%
3%

all others

approx 3% +rounded

approx 0% +rounded

approx 0% +rounded

approx 2% +rounded

0%
0%
0%
0%
0%

3%
0%
0%
0%
0%

structure change
structure change
structure change
structure change
structure change

DESCRIPTION

	2012	2013	2014	2015
Text application fee (escrow also due)	\$ 335.00	\$ 335.00	\$ 335.00	\$ 342.00
+ Text escrow (application fee also due)	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,060.00
Map application fee (escrow also due)	\$ 335.00	\$ 335.00	\$ 335.00	\$ 342.00
+ Map escrow (application fee also due)	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,060.00
Comprehensive Plan Amendment application fee (escrow also due)	\$ 335.00	\$ 335.00	\$ 335.00	\$ 342.00
+ Comprehensive Plan Amendment escrow (application fee also due)	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,060.00
Design Review				
Facade changes only application fee (escrow also due)	\$ 283.00	\$ 283.00	\$ 283.00	\$ 289.00
+ Facade changes only escrow (application fee also due)	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,040.00
New Structure or addition application fee (escrow also due)	\$ 283.00	\$ 283.00	\$ 283.00	\$ 289.00
+ New Structure or addition escrow (application fee also due)	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,570.00
Application for Extension of Development Approvals	\$ 165.00	\$ 165.00	\$ 165.00	\$ 169.00
Project specific escrow amounts require a minimum deposit (shown) at the actual time of submittal. The total cost is determined by the size, location and complexity of the project and additional funds may be required.	\$ 10,300.00	\$ 10,300.00	\$ 10,300.00	\$ 10,506.00

POLICE DEPARTMENT-ADMINISTRATIVE OFFENSES

Offense Description (Code/Statute Section)	Penalty	Penalty	Penalty	Penalty
Administrative Citation				
Failure to respond (105.05)	Shall be equal to the underlying charge	Shall be equal to the underlying charge	Shall be equal to the underlying charge	Shall be equal to the underlying charge
Traffic/Vehicle - Violations/Administrative Offenses				
Exhibition driving (301.10)	\$ 65.00	\$ 65.00	\$ 65.00	\$ 66.00
Parking - General No Parking Zones / Limited Time Zones (302.02)		\$ 32.00	\$ 32.00	\$ 33.00
Parking without permit (310.03A)	\$ 25.00	\$ 32.00	\$ 32.00	\$ 33.00
Parking after hours (310.03C)	\$ 25.00	\$ 32.00	\$ 32.00	\$ 33.00
Restricted parking-snow removal (303.01A)	\$ 25.00	\$ 40.00	\$ 40.00	\$ 41.00
No possession of driver's license (171.08)	\$ 60.00	\$ 60.00	\$ 60.00	\$ 61.00
Failure to change DL address (171.11)	\$ 60.00	\$ 60.00	\$ 60.00	\$ 61.00
Recreational Vehicle permit (729)		\$ 75.00	\$ 75.00	\$ 77.00
Municipal Docks - Violations/Administrative Offenses				
Boat parking by permit (lagoon) (301.01)	\$ 50.00	\$ 50.00	\$ 50.00	\$ 51.00
Charter boat permit violation (318.02)(includes 1 day permit fee & penalty)	\$ 660.00	\$ 660.00	\$ 660.00	\$ 673.00
Charter boat liquor violation (318.06)	\$ 100.00	\$ 100.00	\$ 100.00	\$ 102.00
Violation of posted notice (318.07C)	\$ 50.00	\$ 50.00	\$ 50.00	\$ 51.00
Animal Administrative - Violations/Administrative Offenses				
Animal license required (92.20)	\$ 50.00	\$ 50.00	\$ 50.00	\$ 51.00
Dog at large (impound) (92.01(1)(a))	\$ 55.00	\$ 55.00	\$ 55.00	\$ 56.00

CITY OF WAYZATA - 2015

FEE SCHEDULE

Water usage increase: 2% 0% 3%
 Sewer usage increase: 2% 0% structure change
 Storm water usage increase: 10% 0% 0%
 Garbage/Recy/Organic increase: 2% 0% 0%
 3% 0% approx 2% +rounded

DESCRIPTION	2012			2013			2014			2015		
	all others	approx 3% +rounded	approx 0% +rounded	approx 0% +rounded	approx 0% +rounded	approx 0% +rounded	approx 0% +rounded	approx 0% +rounded	approx 0% +rounded	approx 2% +rounded	approx 2% +rounded	approx 2% +rounded
Dog at large 2nd violation or wknd (92.01(1)(a))	\$	85.00	\$	85.00	\$	85.00	\$	85.00	\$	87.00	\$	87.00
Barking dog (92.01(1)(c))	\$	50.00	\$	50.00	\$	50.00	\$	50.00	\$	51.00	\$	51.00
Kennel license required (92.36(A))	\$	50.00	\$	50.00	\$	75.00	\$	75.00	\$	77.00	\$	77.00
Public Nuisance - Violations/Administrative Offenses												
Fireworks possession or sale (624.21)	\$	50.00	\$	50.00	\$	50.00	\$	50.00	\$	51.00	\$	51.00
Junk vehicle (709.02)	\$	75.00	\$	75.00	\$	75.00	\$	75.00	\$	77.00	\$	77.00
Vehicle for sale prohibited (302.10)	\$	75.00	\$	75.00	\$	75.00	\$	75.00	\$	77.00	\$	77.00
General nuisance (701)	\$	50.00	\$	50.00	\$	50.00	\$	50.00	\$	51.00	\$	51.00
Discharge of firearm (704.03)	\$	100.00	\$	100.00	\$	100.00	\$	100.00	\$	102.00	\$	102.00
Skateboard violation (719.00)	\$	25.00	\$	25.00	\$	25.00	\$	25.00	\$	26.00	\$	26.00
Shoplifting (712.02)	\$	100.00	\$	100.00	\$	100.00	\$	100.00	\$	102.00	\$	102.00
Unnecessary noises (708.02)	\$	50.00	\$	50.00	\$	50.00	\$	50.00	\$	51.00	\$	51.00
Unnecessary noises - radio over 50' (708.03(B))	\$	50.00	\$	50.00	\$	50.00	\$	50.00	\$	51.00	\$	51.00
Construction 1800-0700 w/o permit (708.03(E))	\$	100.00	\$	100.00	\$	100.00	\$	100.00	\$	102.00	\$	102.00
Liquor/Beer consumption in public (714.02)	\$	50.00	\$	50.00	\$	50.00	\$	50.00	\$	51.00	\$	51.00
Liquor/Beer possession in public (714.03)	\$	50.00	\$	50.00	\$	50.00	\$	50.00	\$	51.00	\$	51.00
Food establishments - Violations/Administrative Offenses												
Failure to comply (603.04.c)	\$	150.00	\$	150.00	\$	150.00	\$	150.00	\$	153.00	\$	153.00
Recreational Fire - Violations/Administrative Offenses												
Open Burning (707)	\$	50.00	\$	50.00	\$	50.00	\$	50.00	\$	51.00	\$	51.00
Park Violations/Administrative Offenses												
Hours of operation (309.01)	\$	25.00	\$	25.00	\$	25.00	\$	25.00	\$	26.00	\$	26.00
Liquor possession/consumption (309.02)	\$	50.00	\$	50.00	\$	50.00	\$	50.00	\$	51.00	\$	51.00
Sign Violations/Administrative Offenses												
Violation of general provisions (811)	\$	50.00	\$	50.00	\$	50.00	\$	50.00	\$	51.00	\$	51.00
Curfew Violations/Administrative Offenses												
Curfew 14 and under (711.01)	\$	40.00	\$	40.00	\$	40.00	\$	40.00	\$	41.00	\$	41.00
Curfew 15-17 (711.02)	\$	40.00	\$	40.00	\$	40.00	\$	40.00	\$	41.00	\$	41.00
Loitering (715.01)	\$	50.00	\$	50.00	\$	50.00	\$	50.00	\$	51.00	\$	51.00
Rental Dwelling Licenses - Violations/Administrative Offenses												
Operating without a license (150.78)	\$	100.00	\$	100.00	\$	100.00	\$	100.00	\$	102.00	\$	102.00
Wayzata Property Maintenance Code (803.02(E)) - Violations/Administrative Offenses	\$	50.00	\$	50.00	\$	50.00	\$	50.00	\$	51.00	\$	51.00
Zoning Violations												

CITY OF WAYZATA - 2015

FEE SCHEDULE

Water usage increase: 2%
 Sewer usage increase: 2%
 Storm water usage increase: 10%
 Garbage/Recy/Organic increase: 2%
 3%

all others approx 3% +rounded 2012 approx 0% +rounded 2013 approx 0% +rounded 2014 approx 2% +rounded 2015

3%
 structure change
 0%
 0%
 0%
 0%

3%
 structure change
 0%
 0%
 0%
 0%

0%
 0%
 0%
 0%
 0%

DESCRIPTION

	2012	2013	2014	2015
	Initial Violation: \$300 for property being used for the furtherance of a commercial venture; \$100 for any other property, not being used in furtherance of a commercial venture.	Initial Violation: \$300 for property being used for the furtherance of a commercial venture; \$100 for any other property, not being used in furtherance of a commercial venture.	Initial Violation: \$300 for property being used for the furtherance of a commercial venture; \$100 for any other property, not being used in furtherance of a commercial venture.	Initial Violation: \$306 for property being used for the furtherance of a commercial venture; \$102 for any other property, not being used in furtherance of a commercial venture.
	Continuing Violations: Starting the eleventh (11th) day after the date on the administrative citation, each day that a violation continues shall constitute a new violation and shall be subject to an additional fine, on a per diem basis, in an amount equal to the fine for the Initial Violation.	Continuing Violations: Starting the eleventh (11th) day after the date on the administrative citation, each day that a violation continues shall constitute a new violation and shall be subject to an additional fine, on a per diem basis, in an amount equal to the fine for the Initial Violation.	Continuing Violations: Starting the eleventh (11th) day after the date on the administrative citation, each day that a violation continues shall constitute a new violation and shall be subject to an additional fine, on a per diem basis, in an amount equal to the fine for the Initial Violation.	Continuing Violations: Starting the eleventh (11th) day after the date on the administrative citation, each day that a violation continues shall constitute a new violation and shall be subject to an additional fine, on a per diem basis, in an amount equal to the fine for the Initial Violation.
POLICE DEPARTMENT-MISC.				
Animal Control -				
Dangerous Dog Registration	\$ 35.00	\$ 50.00	\$ 50.00	\$ 51.00
Impound release fee, first time	\$ 70.00	\$ 70.00	\$ 70.00	\$ 71.00
Impound release fee, each additional time and weekends	\$ 100.00	\$ 100.00	\$ 100.00	\$ 102.00
Dog License Fee, each \$20 or with 2 year renewal period \$30	\$ 20.00	\$ 40.00	\$ 30.00	\$ 31.00
Kennel License Fee (3 or more dogs over 6 months of age)	\$ 65.00	\$ 65.00	\$ 65.00	\$ 66.00
False Alarms				
First 3 per calendar year	No charge	No charge	No charge	No charge
Fourth per calendar year	\$ 125.00	\$ 125.00	\$ 125.00	\$ 128.00
Next 5th through 10th / per incident	\$ 265.00	\$ 265.00	\$ 265.00	\$ 270.00
Over 10 per calendar year / per incident	\$ 520.00	\$ 520.00	\$ 520.00	\$ 530.00
Fingerprinting services per card	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00
Police Contractual Services, per hour	\$ 75.00	\$ 80.00	\$ 80.00	\$ 82.00
Police reports per page (set by statute)	\$ 0.25	\$ 0.25	\$ 0.25	\$ 0.25
OTHER FEES				
As-built, etc.	actual cost + 10%	actual cost + 10%	actual cost + 10%	actual cost + 10%
Certified Copies (+ copying or related charges)	\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.00

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051	2052	2053	2054	2055	2056	2057	2058	2059	2060	2061	2062	2063	2064	2065	2066	2067	2068	2069	2070	2071	2072	2073	2074	2075	2076	2077	2078	2079	2080	2081	2082	2083	2084	2085	2086	2087	2088	2089	2090	2091	2092	2093	2094	2095	2096	2097	2098	2099	2100	2101	2102	2103	2104	2105	2106	2107	2108	2109	2110	2111	2112	2113	2114	2115	2116	2117	2118	2119	2120	2121	2122	2123	2124	2125	2126	2127	2128	2129	2130	2131	2132	2133	2134	2135	2136	2137	2138	2139	2140	2141	2142	2143	2144	2145	2146	2147	2148	2149	2150	2151	2152	2153	2154	2155	2156	2157	2158	2159	2160	2161	2162	2163	2164	2165	2166	2167	2168	2169	2170	2171	2172	2173	2174	2175	2176	2177	2178	2179	2180	2181	2182	2183	2184	2185	2186	2187	2188	2189	2190	2191	2192	2193	2194	2195	2196	2197	2198	2199	2200	2201	2202	2203	2204	2205	2206	2207	2208	2209	2210	2211	2212	2213	2214	2215	2216	2217	2218	2219	2220	2221	2222	2223	2224	2225	2226	2227	2228	2229	2230	2231	2232	2233	2234	2235	2236	2237	2238	2239	2240	2241	2242	2243	2244	2245	2246	2247	2248	2249	2250	2251	2252	2253	2254	2255	2256	2257	2258	2259	2260	2261	2262	2263	2264	2265	2266	2267	2268	2269	2270	2271	2272	2273	2274	2275	2276	2277	2278	2279	2280	2281	2282	2283	2284	2285	2286	2287	2288	2289	2290	2291	2292	2293	2294	2295	2296	2297	2298	2299	2300	2301	2302	2303	2304	2305	2306	2307	2308	2309	2310	2311	2312	2313	2314	2315	2316	2317	2318	2319	2320	2321	2322	2323	2324	2325	2326	2327	2328	2329	2330	2331	2332	2333	2334	2335	2336	2337	2338	2339	2340	2341	2342	2343	2344	2345	2346	2347	2348	2349	2350	2351	2352	2353	2354	2355	2356	2357	2358	2359	2360	2361	2362	2363	2364	2365	2366	2367	2368	2369	2370	2371	2372	2373	2374	2375	2376	2377	2378	2379	2380	2381	2382	2383	2384	2385	2386	2387	2388	2389	2390	2391	2392	2393	2394	2395	2396	2397	2398	2399	2400	2401	2402	2403	2404	2405	2406	2407	2408	2409	2410	2411	2412	2413
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For all sections, please note: If additional fees are required to cover costs incurred by the City, the City Manager has the right to require payment for additional expenses. Such expenses may include (but are not limited to) personnel costs, fees for consultants, legal assistance and other professionals, along with other overhead costs.

City of Wayzata

PERMIT FEE SCHEDULE- 2015

Building / Demolition / Fire Suppression / Fire Alarm Permits

(Based on Valuation)

TOTAL VALUATION	FEES
\$1.00 to \$500.00	\$25.00
\$501 to \$2,000.00	\$25.00 for the first \$500.00 plus \$3.25 for each additional \$100.00 or fraction thereof, to and including \$2000.00
\$2,001.00 to \$25,000.00	\$73.75 for the first \$2,000. 00 plus \$14.75 for each additional \$1,000. 00 or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$413.00 for the first \$25,000.00 plus \$10.75 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$681.75 for the first \$50,000.00 plus \$7.50 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1,056.75 for the first \$100,000.00 plus \$6.00 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,456.75 for the first \$500,000.00 plus \$5.00 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,956.75 for the first \$1,000,000.00 plus \$4.00 for each additional \$1,000.00 or fraction thereof

Additional fees when applicable:

Plan review = 65 % of permit fee	
Plan review of residential interior remodel= 35% of permit fee	
Plan review of similar plans = 25% of permit fee	
State surcharge= .0005 of valuation (50 cent minimum fee)	
City SAC fee	\$590.00
MCES SAC fee	\$2485.00
City WAC fee	\$1974.00

Valuation:

Building permit fees are based on value of the improvement when the project is completed. Our fee tables are based on the total cost of all construction activity for the project including material and labor; and should reflect electrical, gas, mechanical and plumbing costs. Labor estimates must be included even if you are doing the work yourself. Valuations can be compared to approximate square footage costs and will be adjusted if the valuation provided appears to be in error.

Retaining Wall / Residential Swimming Pool Permit fee

(Penn it fee based on valuation)

\$5.00 per thousand of valuation

Minimum fee = \$50.00, Maximum fee= \$500.00

Additional fee:

State surcharge- .0005 of valuation, (50 cent minimum)

Plumbing / Gas Piping / HVAC Permit fee

(Penn it fee based on valuation)

Up to \$50,000 = 2% of valuation

Minimum fee = \$30.00

Greater than \$50,000 = \$1000.00 + 1.5% of amount over \$50,000.

Additional fee:

State surcharge- .0005 of valuation, (50 cent minimum fee)

Food Equipment Plan Review fee

New and major remodel

Fee equal to food license fee

Minor remodel and equipment replacement

Fee equal to 1/2 license fee

Fee refund policy

Up to 80% of the permit fee may be refunded provided no work has begun. Up to 80% of the plan review fee may be refunded provided the permit is canceled or withdrawn before any plan review is done.

Investigation fee policy

Whenever any work for which a permit is required has commenced without first obtaining a permit, a special investigation shall be made before a permit may be issued. An investigation fee in the amount equal to the permit fee shall be charged in addition to the permit fee.

Other inspections and fees

Reinspections, inspections after normal business hours, additional plan review required by changes or revisions and fee for outside consultants for plan review and inspections shall be charged at the total hourly cost to the jurisdiction. This cost shall include wages, benefits, administrative and overhead costs.

CITY OF WAYZATA



PUBLIC WORKS DEPARTMENT

MEMORANDUM

To: City Council
From: Dave Dudinsky, Director of Public Service
Date: September 12, 2014
Re: Telecommunications Compound Site Improvements Feasibility Study

At the April 15, 2014 council meeting, the City Council authorized SEH to analyze Telecommunications Site Improvement options for the current telecommunications site located just north of the existing city water tower. A copy of the completed feasibility study is included within the council packets.

The council was shown a draft of the feasibility study at a workshop held on August 6, 2014. SEH presented to the council the options that were being considered and asked for comments as they continued to refine and finalize the feasibility report. Some questions that were raised at the workshop are addressed in the final draft of the study.

Project Manager Wayne Houle, PE from SEH will present the finding of the study to the City Council. Construction Project Manager Dale Romsos from SEH will also be present at the meeting to assist in answering technical questions following the presentation.



Feasibility Study

Telecommunications Site Improvements

Wayzata, Minnesota

SEH No. WAYZA 128051

September 10, 2014



Building a Better World
for All of Us®

Engineers | Architects | Planners | Scientists



Building a Better World
for All of Us®

September 10, 2014

RE: Telecommunications Site Improvements
Feasibility Study
Wayzata, Minnesota
SEH No. WAYZA 128051

Mr. David Dudinsky
Director of Public Service
City of Wayzata
299 Wayzata Boulevard West
Wayzata, MN 55391

Dear Mr. Dudinsky:

Short Elliott Hendrickson Inc. (SEH®) is pleased to submit this feasibility study for the Telecommunications Site Improvements at the Gardner Street Water Tank site.

The following four options were analyzed:

<u>Option</u>	<u>Description</u>
1	Remove fence, add berm and vegetation
2A	Create inset compound and temporarily improve existing compound
2B	Construct walled compound and temporarily improve existing compound
2C	Construct underground compound and temporarily improve existing compound

This study reviews existing conditions, identifies necessary improvements and includes plan views and perspective along with estimates of total project cost for the four options.

The estimated total project costs range from \$61,500 to \$478, 800, depending on the option chosen. These costs include a 5% contingency and 15% for legal, fiscal, administrative costs, and engineering costs.

We are pleased to have had the opportunity to provide this study and look forward to our continued work with the City.

Sincerely,

Wayne Houle, PE
Project Manager

Telecommunications Site Improvements
Feasibility Study
Wayzata, Minnesota

SEH No. WAYZA 128051

September 10, 2014

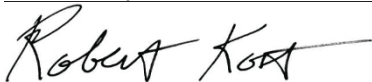
I hereby certify that this report was prepared by me or under my direct supervision,
and that I am a duly Licensed Professional Engineer under the laws of the State of
Minnesota



Wayne Houle, PE
Project Manager

Date: September 10, 2014

Lic. No.: 25057



Robert Kost, AICP, RLA, LEED-AP

Date: September 10, 2014

Short Elliott Hendrickson Inc.
10901 Red Circle Drive, Suite 300
Minnetonka, MN 55343-9302
952.912.2600

Table of Contents

Letter of Transmittal
Certification Page
Title Page
Table of Contents

	Page
1.0 Introduction	1
2.0 History	2
3.0 Existing Conditions	2
4.0 Proposed Options.....	3
5.0 Cost Summary	6
6.0 Project Schedule.....	7
7.0 Conclusions	7

List of Tables

Table 1 Summary of Options.....	1
Table 2 Project Cost Summary.....	6

List of Appendices

Appendix A	Options - Plan Views & Perspectives
Appendix B	Opinion of Probable Cost
Appendix C	Telecommunications Study - Follow-up Presentation to City Council: November 19, 2013
Appendix D	Telecommunications Site Options Analysis Report - Gardner Street Water Tower Technical Review December 5, 2012

Feasibility Study

Telecommunications Site Improvements

Prepared for City of Wayzata

1.0 Introduction

A Feasibility Study was authorized for the Telecommunications Site Improvements by the Wayzata City Council at the April 15, 2014 City Council meeting. SEH was chosen to analyze the feasibility for the current telecommunications site located adjacent to the Gardner Street Water Tank. The study needs to identify the reduction of noise, improve the aesthetics, provide less impact to surrounding homes when telecom providers access the site, and provide a schedule that implements the chosen option with the City's capital improvement program.

SEH provides the City of Wayzata telecommunications expertise and has performed a previous analysis of this site. The table below depicts the proposed options, costs of the options, and potential timeline for completion of the options. The timeline for final completion cannot be accelerated due to two of the providers' leases ending in 2021.

Although each option is analyzed individually, we recommend that the existing compound be upgraded with a new access point and new fencing and vegetation or no fencing and a perimeter berm / vegetation depending on the option chosen. This will allow immediate improvements, while being able to create a financial plan for the permanent solution, which can be constructed prior to the first lease renewals in 2018.

Table 1
Summary of Options

OPTION	DESCRIPTION	COST	TIME LINE TO COMPLETION	FINAL COMPOUND REMOVAL DATE
1	UPGRADE EXISTING COMPOUND WITH LANDSCAPING (NO FENCE)	\$ 61,500	SPRING OF 2015	2021
2A	MOVE COMPOUND - PROVIDE INSET COMPOUND	\$ 176,400	SUMMER OF 2017	2021
2B	MOVE COMPOUND - PROVIDE WALLED COMPOUND	\$ 242,600	SUMMER OF 2017	2021
2C	MOVE COMPOUND TO UNDERGROUND	\$ 478,800	SUMMER OF 2017	2021

2.0 History

The telecommunications compound located adjacent to the Gardner Street Water Tank has been discussed for many years; discussions started during the new water plant design process in 2008. A Telecommunications Rehabilitation Options Report was produced in December of 2012, which described different options to relocate the telecommunications component from this area. In November of 2013 the City Council hosted a workshop which revisited the options of relocating the telecommunications from the tower. The City Council requested that staff review maintaining the telecommunications at the site and propose different options to improve the aesthetics of the telecommunication compound. The 2012 study along with the 2013 presentation is included in Appendix C & D of this report.

A new water treatment plant, Water Treatment Facility No. 3 was constructed in 2010 within the park adjacent to an existing water treatment plant. The existing water treatment plant was then demolished along with a well pump house. The municipal well was converted to a submersible pump, and is capped by an aesthetic boulder. During the design of the new water treatment plant a new location for the telecommunications compound was identified. Although the new location was not chosen, items such as temporary power and potential access to the existing and new telecommunications compound were integrated into the design of the water treatment plant.

3.0 Existing Conditions

The telecommunication compound is located adjacent to Gardner Street Water Tank within Bell Courts, a city park. Many public facilities are located within Bell Courts such as tennis courts, a grill, picnic tables, restrooms, a clubhouse to observe the tennis matches, a 500,000 gallon multi-column elevated water storage tank, a water treatment facility, and a municipal well. The water treatment facility is accessed by a paved driveway from Gardner Street East. The telecommunications compound is currently accessed by a gravel driveway that is shared with 402 Gardener Street East. The park facilities, tennis courts, club house and bathrooms are accessed from the southerly side of the park from Park Street East.

The City of Wayzata leases space on the water tower and compound to the following telecommunications providers:

<u>Provider</u>	<u>End of Lease</u>
T-Mobile	2018
Sprint	2018
Verizon	2021
AT&T	2021
Nextel (housed in Bell Court Pavilion)	Vacated summer of 2014

The telecommunications compound is surrounded by a vinyl slatted chain-link fence. The cabling from the compound to the water tower was provided by overhead cable bridges, however, the cables have been relocated to an underground system and the overhead cable bridges will be removed. Two of the providers, AT&T and Verizon, currently house their equipment in buildings within the compound. SEH staff has communicated with these providers to start plans to migrate their equipment out of the buildings; dates have not been set for removal of the buildings. The other providers, Sprint and T-Mobile house their equipment on equipment platforms, this is a minimally raised platform.



Photos of existing building and equipment platforms.

4.0 Proposed Options

The following proposed options do help to alleviate noise from the compound such as the air handling units that are currently tied into the existing buildings, improve aesthetics of the park, reduce the impact of accessing the compound from the west, and can be constructed to coincide with the City's Capital Improvement Program.

SEH along with city staff analyzed if the telecommunications equipment could be relocated to a more remote location such as on the south side of Park Ave or if it could be accessed wirelessly. The furthest away that ground equipment can currently be located away from antennas is 500 feet. This would place the equipment approximately 300 feet away from the base of the tower, see sketch. The potential location along Park Avenue would be adjacent to the playground parking lot. SEH and staff felt this would not be a good location.

The amount of data that currently travels from the ground equipment to the cell antennas cannot currently be transmitted via a wireless system.



Sketch of 300-foot buffer around water tower.

The required size of the compound will change over time as the equipment becomes more sophisticated. The current size requirement is approximately 10 feet by 16 feet per provider with approximately 5 to 10 feet between equipment for maintenance. Therefore, the size compound

used for this study is 30 feet by 63 feet. The compound can be reduced, and depending on the option chosen, staff would work with the providers to reduce the size of the compound.

All of the options include paving the existing shared gravel driveway that currently provides access to 402 Gardner Street East and the compound. Access to the compound will be changed to the east side so that access will be provided via the water treatment plant access, which is located to the east of the existing compound. All of the options also include either removing or replacing the fence and adding perimeter landscaping; this first part could be completed late spring of 2015. We then recommend that an option be chosen and scheduling, financing, and final plans and specifications be prepared. The chosen option should be ready for relocation by the providers from 2018 to 2021, such that T-Mobile and Sprint leases expire in 2018 as Verizon and AT&T expire in 2021.

Option 1:

This option utilizes the existing compound. The westerly access will be moved to the east side of the compound. The providers will then access the site using the existing water treatment plant driveway. The fence will be removed and a small berm will be placed around the compound and landscaping will be planted on top of berm to screen the equipment. This can be accomplished late spring of 2015.



Option 2:

This option creates a new telecom compound east of the existing site towards the water treatment plant. All of the tenants will be eventually required to move to the new compound as their leases are upgraded or renewed. The two providers, AT&T and Verizon that currently house their equipment in buildings will be required to eliminate their buildings during the relocation. The existing compound will need to stay in operation until 2021 or until all the equipment is relocated; the site will be restored to grass. This option also includes upgrading the existing compound by relocating the access to the east, replacing the fence and adding perimeter vegetation. This option includes three alternatives, which are:

2A. This option moves the telecom compound to an inset style compound; meaning three sides would be partially buried in the adjoining hill. This plan would relocate the compound closer to the treatment plant for future connections of the plants electric generator as well as ease of access. The perimeter of the compound would include low profile bunker (retaining) walls with decorative fencing on top of the wall to prevent someone from inadvertently stepping into the compound. The material of exposed exterior of the retaining wall will complement the surrounding structures, such as the pavilion, water treatment plant, and adjacent historic homes. Access to the compound would be provided via the existing water treatment plant driveway. Aesthetic landscaping will also be planted around the perimeter to help soften the view of the bunker walls. The new compound can be constructed by fall of 2017 to allow providers to relocate starting in 2018.



2B. This option moves the telecom compound to a fully enclosed compound. This plan would relocate and attach the compound to the treatment plant for future connections of the plants electric generator, ease of access, and also potential future use by Wayzata Public Works. The perimeter of the compound would include low profile walls that will match the existing brick of the water treatment plant. Access to the compound would be from the existing water treatment plant driveway. Aesthetic landscaping will also be planted around the perimeter to



help soften the view of the walls. The new compound can be constructed by fall of 2017 to allow providers to relocate starting in 2018.

2C. This option moves the telecom compound to below ground between the water tower and treatment plant. Access to the compound will be from the existing water treatment plant driveway. An access stairwell along with air-ventilation shafts, will be required and will project above ground. Access hatches to place and remove provider equipment will also need to be installed. The new compound can be constructed by fall of 2017 to allow providers to relocate starting in 2018.



5.0 Cost Summary

The estimated construction costs are based on recent project pricing within the region. Detailed estimated construction costs were prepared and are included in Appendix C. Total project costs include estimated construction costs, a 5% contingency and 15% for legal, fiscal, administration costs, and engineering costs.

The total estimated project costs for these improvements are:

Table 2
Project Cost Summary

OPTION	DESCRIPTION	COST
1	UPGRADE EXISTING COMPOUND WITH LANDSCAPING (NO FENCE)	\$ 61,500
2A	MOVE COMPOUND - PROVIDE INSET COMPOUND	\$ 176,400
2B	MOVE COMPOUND - PROVIDE WALLED COMPOUND	\$ 242,600
2C	MOVE COMPOUND TO UNDERGROUND	\$ 478,800

6.0 Project Schedule

The schedule below shows the steps required to complete the project:

City Council Approves Option.....	November, 2014
Council Approves Plans & Specs and Orders the Project	March, 2015
Receive Bids.....	April, 2015
Awards Bid.....	May, 2015
Construction Begins - for existing compound and driveways.....	May/June, 2015
Construction Ends – for existing compound and driveways.....	November, 2015

Schedule below is for the second part of Options 2A, 2B, and 2C:

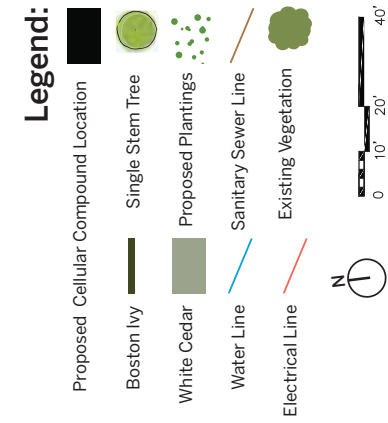
Chosen Option is included in CIP	October, 2015
Council Approves Plans & Specs for Option and Orders Project.....	January, 2017
Receive Bids for Option.....	April, 2017
Awards Bid for Option.....	May, 2017
Construction Begins - for Option	May/June, 2017
Construction Ends – for Option	November, 2017
First two providers are relocated	December, 2017
All providers have relocated	January, 2021

7.0 Conclusions

The project is feasible, necessary, and cost-effective from an engineering standpoint.

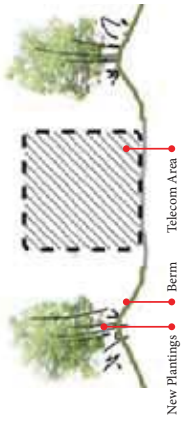
Appendix A

Options – Plan Views & Perspectives



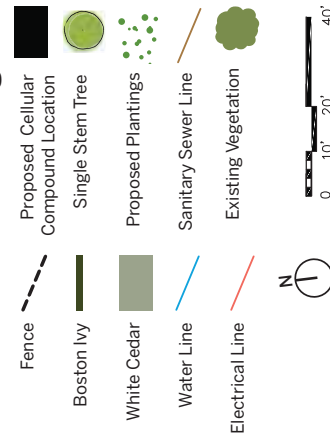


OPTION 1



Remove and not reinstall the fence. A small berm will be placed around the compound and landscaping will be planted on top of berm to screen the equipment. This can be accomplished late spring or summer 2015.

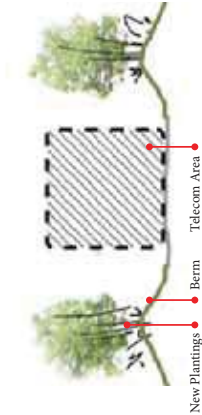
Legend:





Perspective View

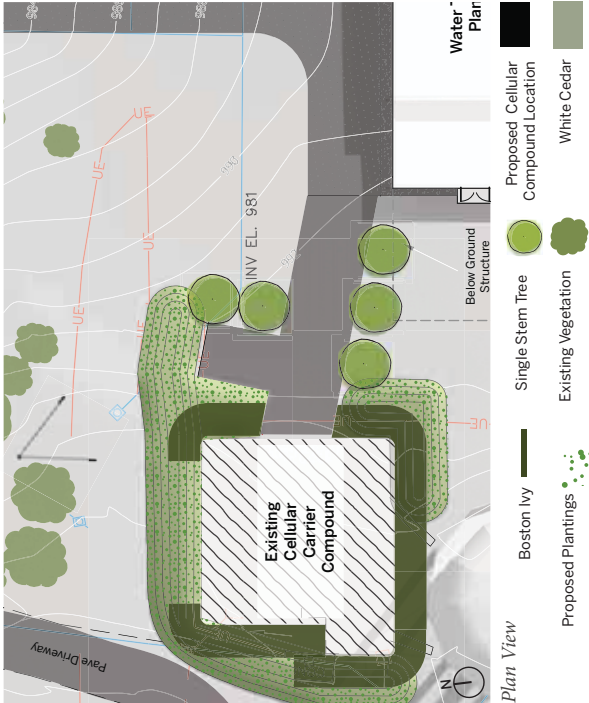
OPTION 1



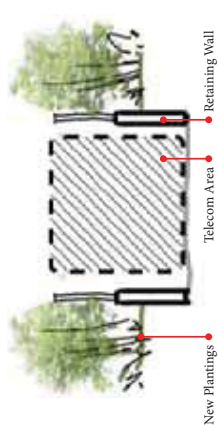
Existing Conditions

OPTION 1

Remove and not reinstall the fence. A small berm will be placed around the compound and landscaping will be planted on top of berm to screen the equipment. This can be accomplished late spring or summer 2015.

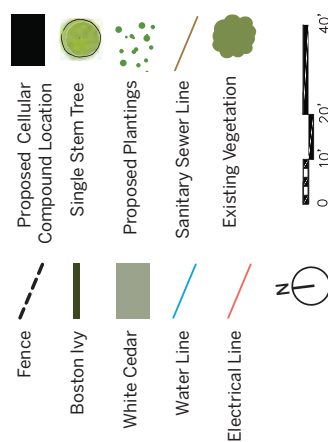


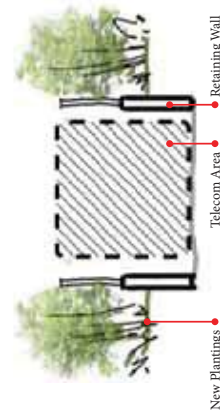
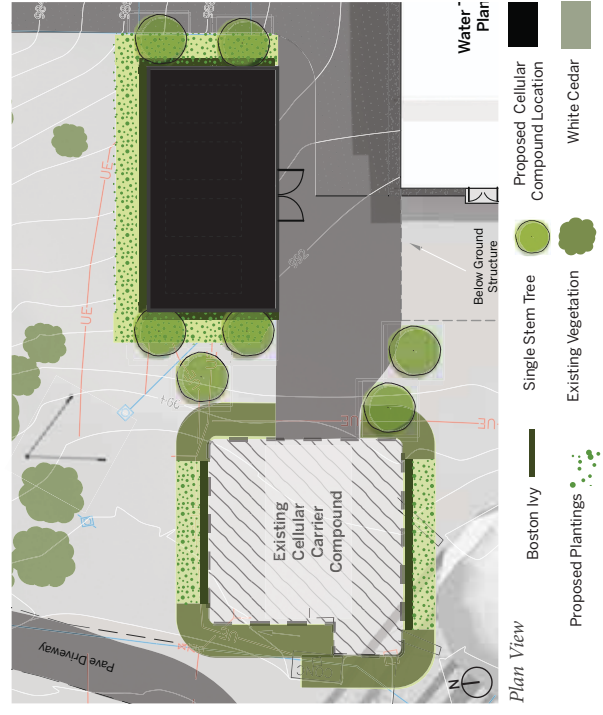
OPTION 2A



This option moves the telecom compound to an inset style compound; meaning three sides would be partially buried in the adjoining hill. The location would be to move the compound closer to the treatment plant for future connections of the plants electric generator as well as ease of access, see attached plan. The perimeter of the compound would include low profile bunker (retaining) walls with decorative fencing on top of the wall to prevent someone from inadvertently stepping into the compound. Access to the compound would be from the existing water treatment plant driveway. Aesthetic landscaping will also be planted around the perimeter to help soften the view of the bunker walls. New compound can be constructed by midsummer 2015; equipment will not all be moved until 2021.

Legend:



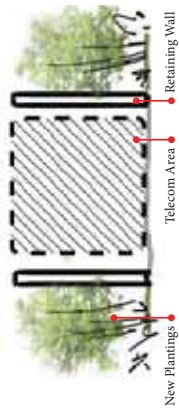


OPTION 2A

wall to prevent someone from inadvertently stepping into the compound. Access to the compound would be from the existing water treatment plant driveway. Aesthetic landscaping will also be planted around the perimeter to help soften the view of the bunker walls. New compound can be constructed by midsummer 2015; equipment will not all be moved until 2021.

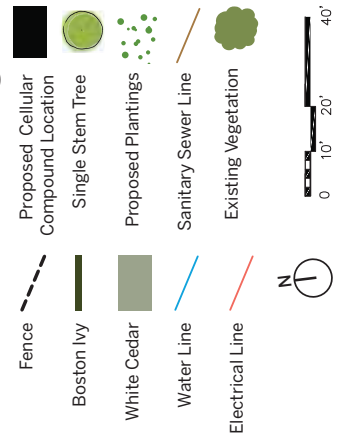
This option moves the telecom compound to an inset style compound; meaning three sides would be partially buried in the adjoining hill. The relocation would be to move the compound closer to the treatment plant and closer to future connections of the plants electric generator as well as ease of access, see attached plan. The perimeter of the compound would include a 5 foot profile bunker (retaining) walls with decorative fencing on top of the

OPTION 2B



This option moves the telecom compound to a fully enclosed compound. The location would be to attach the compound to the treatment plant for future connections of the plants electric generator as well as ease of access, see attached plan. The perimeter of the compound would include low profile retaining walls that will match the existing water treatment facility. Access to the compound would be from the existing water treatment plant driveway. Aesthetic landscaping will also be planted around the perimeter to help soften the view of the bunker walls. New compound can be constructed by fall of 2015, equipment will not all be moved until 2021.

Legend:





Perspective View



Existing Conditions

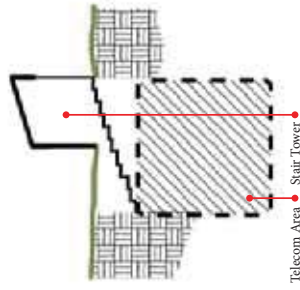


OPTION 2B

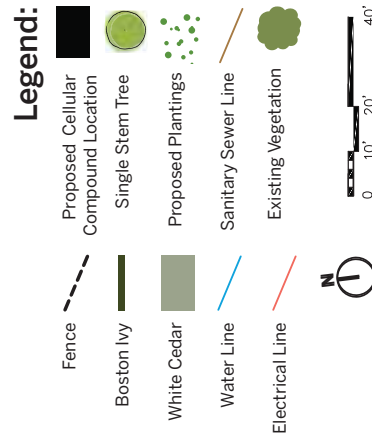
This option moves the telecom compound to a fully enclosed compound. The location would be to attach the compound to the treatment plant for future connections of the plants electric generator as well as ease of access, attached plan. The perimeter of the compound would include low profile retaining walls that will match the existing water treatment facility.

Access to the compound would be from the existing water treatment plant driveway. Aesthetic landscaping will also be planted around the perimeter to help soften the view of the bunker walls. New compound can be constructed by fall of 2015, equipment will not all be moved until 2021.

OPTION 2C

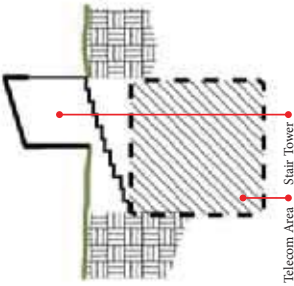


This option moves the telecom compound to below ground between the water tower and treatment plant. Access to the compound will be from the existing water treatment plant driveway. An access stairwell along with air-ventilation shafts, will be required and will project above ground. Access hatches to place and remove provider equipment will also need to be installed. A new compound can be constructed by fall of 2015, all of the equipment will not all be moved until 2021.





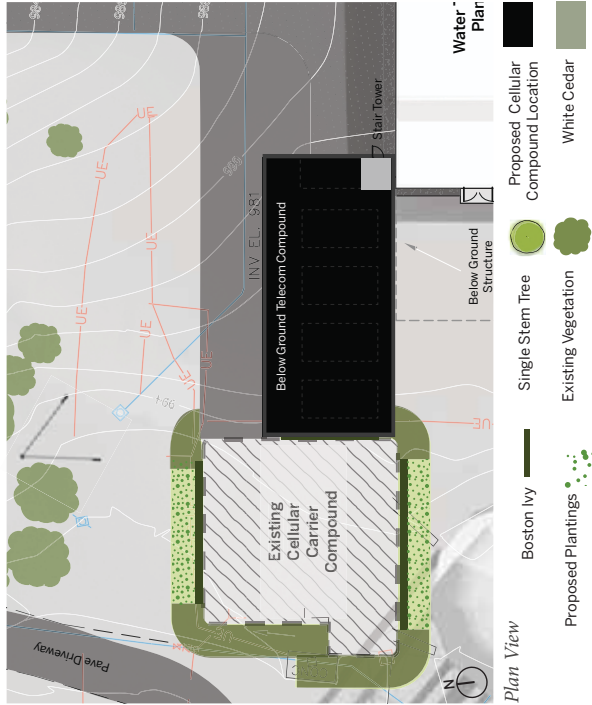
Perspective View



Existing Conditions

OPTION 2C

This option moves the telecom compound to below ground between the water tower and treatment plant. Access to the compound will be from the existing water treatment plant driveway. An access stairwell along with air-ventilation shafts, will be required and will project above ground.



Access hatches to place and remove provider equipment will also need to be installed. A new compound can be constructed by fall of 2015, all of the equipment will not all be moved until 2021.

Plant Palette

SCREENING



White Cedar
Thuja occidentalis

MASSING



Amur chokecherry
Prunus maackii

GROUNDCOVER



Gro-low Fragrant Sumac
Rhus aromatica 'Gro Low'



Boston Ivy
Parthenocissus tricuspidata



American Cranberrybush
Viburnum trilobum



Alleman Compact Dogwood
Cornus alba 'Alleman Compact'

Materials Palette

RETAINING WALL



Limestone formliner



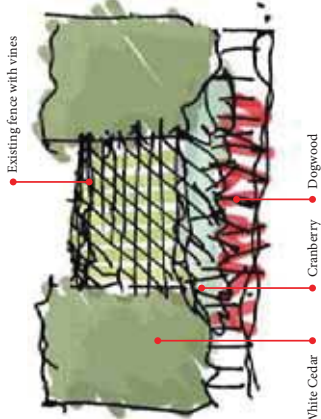
Ironspot Brick

FENCE



Chainlink fence with
windscreen.

LANDSCAPE ENHANCEMENTS



White Cedar
Dogwood
Cranberry

Site History

The first EuroAmerican settlers were attracted to the wild arcadian setting of Lake Minnetonka. Hotels and resorts were some of the first large developments before the turn of the century, after which larger estates and summer cottages were built by businessmen as sanctuaries from urban life. Conversely early Wayzata was as much country as it was village, with the community surviving primarily upon subsistence and self sufficiency.

The area around the project site at one time was a bucolic village of rambling cottages and comfortable single family homes sited in an open place between the lake shore and dense woods. The rectilinear gridiron platting by Garrison and Robinson defines the boundary of the site, and is of particular interest due to its alignment with areas original land survey.

Design Parti

The planting palette will consist of local perennials and woody shrubs that are well suited for our moisture and temperature regime. The goal is to provide screening and visual interest without relying upon the conventional amoeba shaped planting beds which are generally found in suburban development. Stylistically the planting beds will respond to the neighborhoods aesthetic and informed by site sightlines and structures.

Appendix B

Opinion of Probable Costs

Opinion of Probable Cost

Gardner Street Water Tank Tecomunications Improvements

OPTION	DESCRIPTION	QTY	UNIT	UNIT COST	ESTIMATED COST
Option 1: Remove fence add berm and vegetation.					
	Remove existing fence	225	LF	\$ 6.00	\$ 1,350.00
	Landscaping - including berm	1	LS	\$ 36,000.00	\$ 36,000.00
	Pave existing gravel driveway	170	SY	\$ 40.00	\$ 6,800.00
	Extend driveway from Water Treatment Plant	170	SY	\$ 40.00	\$ 6,800.00
Subtotal Option 1:					\$ 50,950.00
Contingency (5%)					\$ 2,547.50
Design and Construction Admin Costs (15%)					\$ 8,024.63
Total Option 1					\$ 61,522.13
Option 2A: Remove fence, add berm and vegetation, create inset compound.					
	Remove existing fence	225	LF	\$ 6.00	\$ 1,350.00
	New Black Vinyl Fence with Fabric / gate	130	LF	\$ 25.00	\$ 3,250.00
	Pave existing gravel driveway	170	SY	\$ 40.00	\$ 6,800.00
	Extend driveway from Water Treatment Plant	200	SF	\$ 40.00	\$ 8,000.00
	Grade site for new compound	1	LS	\$ 1,500.00	\$ 1,500.00
	Construct retaining walls and gate	1	LS	\$ 22,000.00	\$ 22,000.00
	Decorative Fence on top of retaining walls	115	LF	\$ 15.00	\$ 1,725.00
	Add electrical grounding	1	LS	\$ 9,000.00	\$ 9,000.00
	New electrical service	1	LS	\$ 9,500.00	\$ 9,500.00
	Tie into City generator	1	LS	\$ 3,500.00	\$ 3,500.00
	Construct underground cable raceway	1	LS	\$ 55,000.00	\$ 55,000.00
	Relocate watermain	1	LS	\$ 9,500.00	\$ 9,500.00
	Relocated underground electrical	1	LS	\$ 9,000.00	\$ 9,000.00
	Restore existing compound (2021 \$'s)	1	LS	\$ 6,000.00	\$ 6,000.00
Subtotal Option 2A:					\$ 146,125.00
Contingency (5%)					\$ 7,306.25
Design and Construction Admin Costs (15%)					\$ 23,014.69
Total Option 2A					\$ 176,445.94
Option 2B: Remove fence, add berm and vegetation, construct walled compound.					
	Remove existing fence	225	LF	\$ 6.00	\$ 1,350.00
	New Black Vinyl Fence with Fabric / gate	130	LF	\$ 25.00	\$ 3,250.00
	Pave existing gravel driveway	170	SY	\$ 40.00	\$ 6,800.00
	Extend driveway from Water Treatment Plant	200	SF	\$ 40.00	\$ 8,000.00
	Construct walls and gate	1	LS	\$ 80,000.00	\$ 80,000.00
	Add electrical grounding	1	LS	\$ 9,000.00	\$ 9,000.00
	New electrical service	1	LS	\$ 9,500.00	\$ 9,500.00
	Tie into City generator	1	LS	\$ 3,500.00	\$ 3,500.00
	Construct underground cable raceway	1	LS	\$ 55,000.00	\$ 55,000.00
	Relocate watermain	1	LS	\$ 9,500.00	\$ 9,500.00
	Relocated underground electrical	1	LS	\$ 9,000.00	\$ 9,000.00
	Restore existing compound (2021 \$'s)	1	LS	\$ 6,000.00	\$ 6,000.00
Subtotal Option 2B:					\$ 200,900.00
Contingency (5%)					\$ 10,045.00
Design and Construction Admin Costs (15%)					\$ 31,641.75
Total Option 2B					\$ 242,586.75
Option 2C: Remove fence, add berm and vegetation, construct underground compound.					
	Remove existing fence	225	LF	\$ 6.00	\$ 1,350.00
	New Black Vinyl Fence with Fabric / gate	130	LF	\$ 25.00	\$ 3,250.00
	Pave existing gravel driveway	170	SY	\$ 40.00	\$ 6,800.00
	Extend driveway from Water Treatment Plant	200	SF	\$ 40.00	\$ 8,000.00
	Construct underground compound	1	LS	\$ 300,000.00	\$ 300,000.00
	Add electrical grounding	1	LS	\$ 9,000.00	\$ 9,000.00
	New electrical service	1	LS	\$ 9,500.00	\$ 9,500.00
	Tie into City generator	1	LS	\$ 3,500.00	\$ 3,500.00
	Construct underground cable raceway	1	LS	\$ 50,000.00	\$ 50,000.00
	Relocate watermain	1	LS	\$ 9,500.00	\$ 9,500.00
	Relocated underground electrical	1	LS	\$ 9,000.00	\$ 9,000.00
	Restore existing compound (2021 \$'s)	1	LS	\$ 6,000.00	\$ 6,000.00
Subtotal Option 2C:					\$ 396,500.00
Contingency (5%)					\$ 19,825.00
Design and Construction Admin Costs (15%)					\$ 62,448.75
Total Option 2C					\$ 478,773.75

Appendix C

Telecommunications Study

Follow-up Presentation to City Council November 19, 2013



TELECOMMUNICATIONS STUDY

FOLLOW-UP PRESENTATION

TUESDAY, NOVEMBER 19, 2013



TELECOMMUNICATIONS STUDY

FOLLOW-UP PRESENTATION

TUESDAY, NOVEMBER 19, 2013

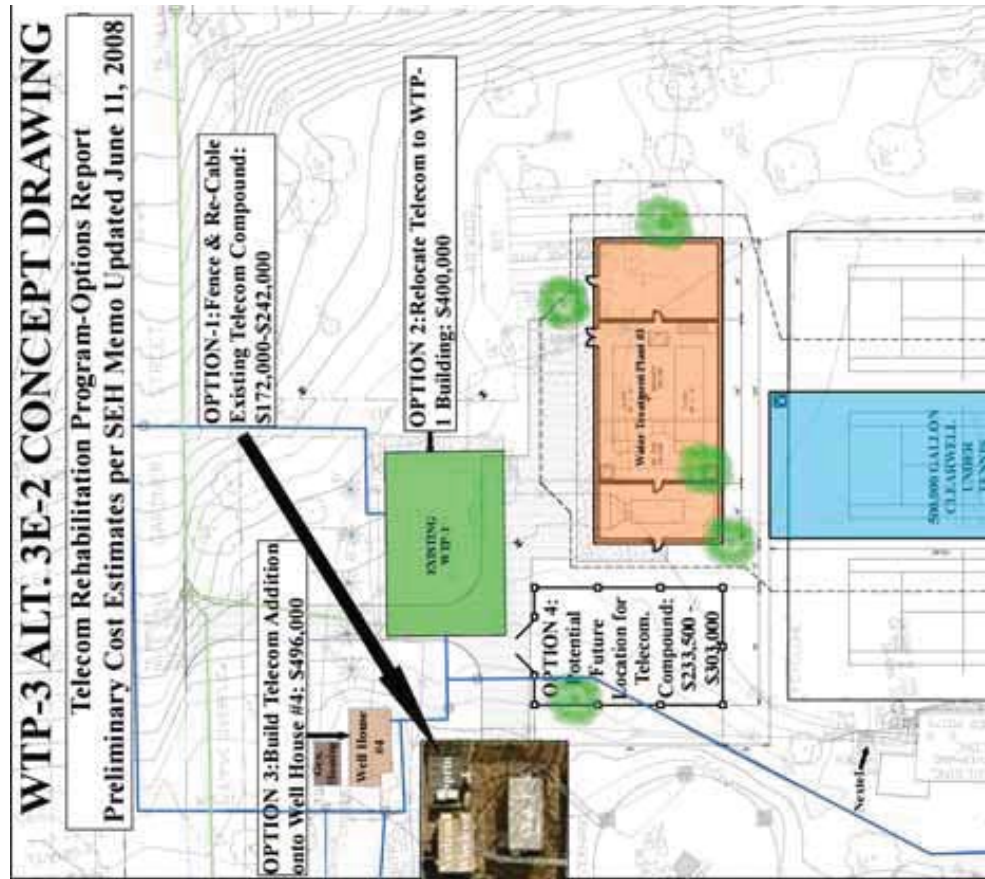
- RECAP OF EVENTS FROM 2008 TO THE PRESENT
- CHANGES MADE ON THE WATER TOWER & AT THE TELECOM COMPOUND OVER THE LAST TWO YEARS DUE TO TENANT UPGRADES
- TELCOM TOWER & COMPOUND RELOCATED TO PUBLIC WORKS
- REVIEW PAST COST ESTIMATES PROPOSED IN THE PAST FOR IMPROVEMENTS TO THE EXISTING TELCOM SITE NEAR THE TOWER:
 - OPTION 1: UPGRADE EXISTING TELECOMMUNICATION COMPOUND
 - OPTION 4: RELOCATE COMPOUND TO WEST SIDE OF WTP-3

SUMMARY

- SO WHAT WE THINK WE KNOW OR DON'T KNOW
- WORTH NOTING
- Q & A

2008

SEH hired to explore Telecommunication Compound Options



2008

October-Opened WTP-3 Bids & held City Council Workshop

- Concluded Plan was to expensive. Recommendation approved was to redesign project.

PROPOSE COST SAVING DESIGN MODIFICATIONS

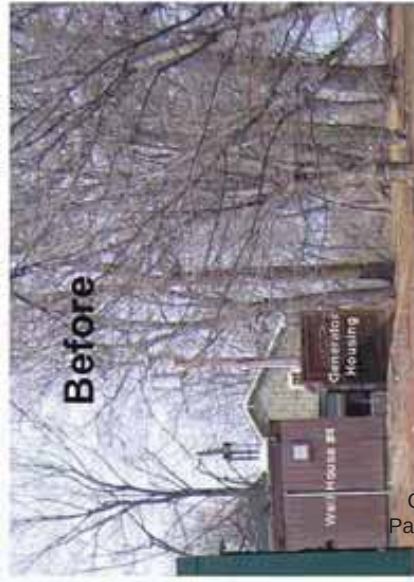
- 1) RELOCATE WTP-3 (30 FEET) NORTH OF TENNIS COURTS
- 2) BUILD WATER STORAGE TANK UNDER WTP-3
- 3) REMOVE WELL HOUSE #4; CONVERT INTO A SUBMERSIBLE WELL
- 4) STAFF WILL LOOK AT COST SAVING OPTIONS IN PLANT DESIGN
- 5) NO FUNDING SOURCE FOR TELECOMMUNICATION OPTIONS; GRADE AREA WEST OF NEW WTP-3 FOR POSSIBLE FUTURE LOCATION OF COMPOUND



2010

August: Council visited existing Telcom Compound Site & grounds After completion of WTP-3 construction

Showed area after removal of well house #4 building and generator housing unit



2012

September: Hired SEH to proceed with development and technical review of alternative telecommunication site options

2013

January: SEH presented the Telecommunications Site Options



Telecommunications Site Options Analysis Report

Project Scope / Purpose

- Technical review of the Gardner Street Water Tower telecommunications site
- Create alternative telecommunication site options
- Review Telecommunication Ordinance
- Estimate cost to develop alternate site
- Document safety standards and best practices
- Comment on lease conversion option

Telecommunications Site Options Analysis Report

Three Alternate Sites Identified in the Study

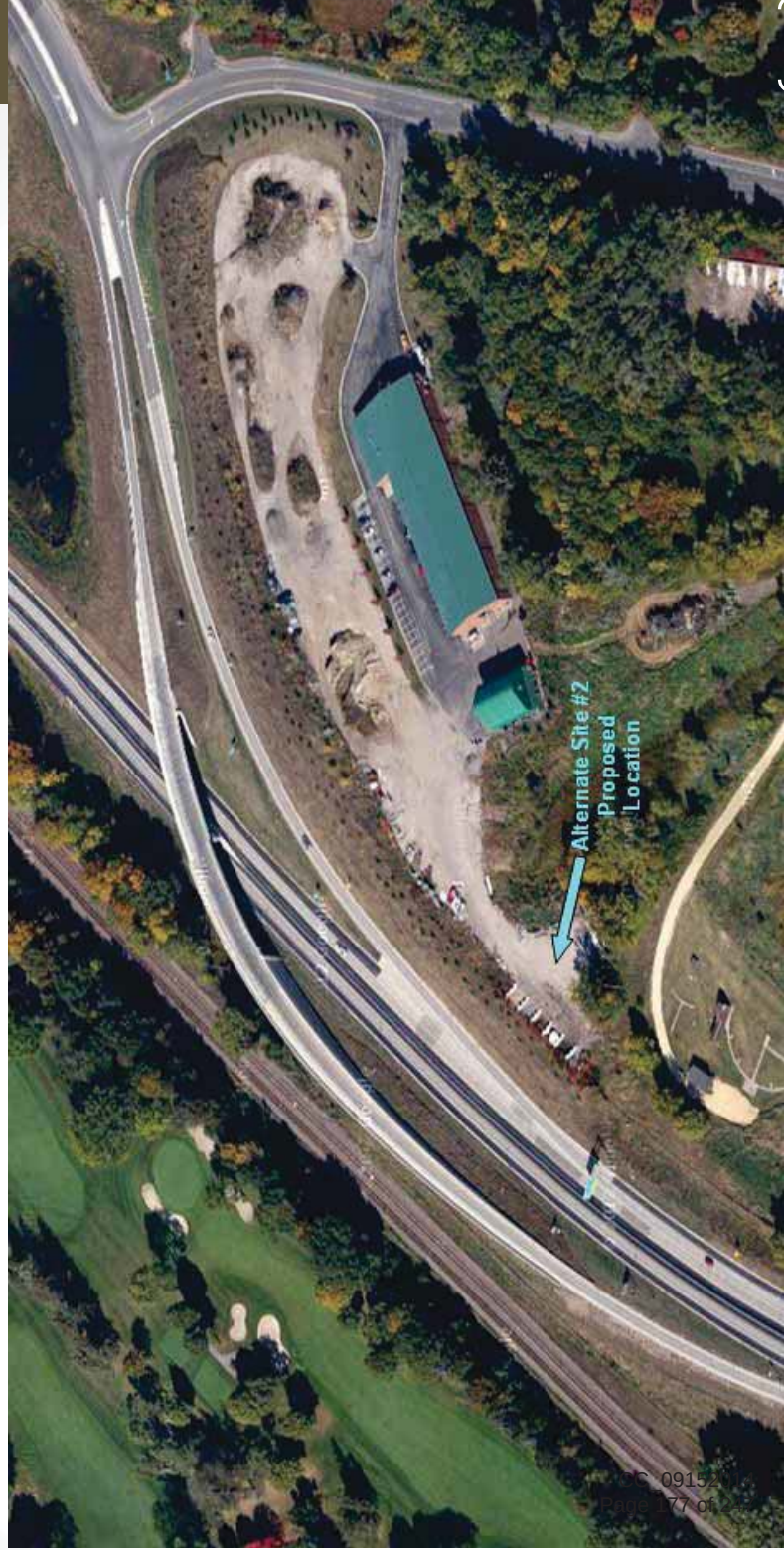
- 1. Alternate Site #1 -Summit Park Cemetery
- 2. **Alternate Site #2-Wayzata Public Works**
- 3. Alternate Site #3-Broadway Ave N Snow Storage Site

Analysis - Site #2, Wayzata Public Works Site



Pros	Cons
Secure area	Located on the west end of the City
No residential	Lowest ground elevation of alternate site options
Possible separate access	Adjacent to Wayzata Country Club and Woodhill Country Club
Good proximity to Hwy 12 Bypass	
Good access to power & internet	

Alternate Site #2-Wayzata Public Works



2013

Telecom Workshop Sept. 3rd following discussions with cell tower tenants regarding future use of the water tower site on Gardner Street

SUMMARY

- Discussed how the tenants can improve the visuals at the existing tower site.
- Discussed possible alternate locations within the city.
- Discussed experiences in other cities in the metro area dealing with competing interests.
- Tenants were sent a copy of the Telcom Site Options Analysis Report completed by SEH in December of 2012. The tenants were asked to help determine if relocation of the cell tower antennas and equipment from the existing tower site to any of the sites identified in the report would work from a technical perspective. In particular, the Wayzata Public Works site located at 299 Wayzata Boulevard West. Below are the responses in summary from our tenants radio frequency engineers:
- **Verizon Wireless:** Broadway site only option in report that will have coverage comparable to what we have today at the water tower site.
- **T-Mobile:** Public Works site assessment indicates loss of building coverage in the downtown, eastern and southern residential areas and in the central & Hwy. 12 area as well as Gleason Lake Road.
- **AT&T:** Would need another site in the down town area.
- **Sprint:** Regardless of the alternate location, there will be degradation of Sprint's current coverage. Best of the three options is the Broadway Ave N site but will cause reduced in-building coverage to some residential housing south of the existing tower and reduced coverage along the shoreline drive (CR-15) area.

2013

Telecom Workshop Sept. 3rd following discussions with cell tower tenants regarding future use of the water tower site on Gardner Street

- At the end of the workshop, Council directed staff to gather more information regarding the cost to build a telecommunications tower at Public Works.
- Identify or suggest a general area on the east end of the city for a potential telecommunication facility for discussion.
- Review the costs that have been proposed in the past for improvements at the existing telecommunication site near the existing water tower.

2013

Telecom Workshop Sept. 3rd following discussions with cell tower tenants regarding future use of the water tower site on Gardner Street

- At the meeting there was a general discussion about what the carriers thought they would need for antennas in the future. Some experts in the field are predicting that companies will start using more “micro” locations with smaller antennas at lower heights in more locations (for example on light polls, building roof tops, etc.). At the meeting the tenants said that while these small antennas might indeed come into play, the larger “macro” sites will still be needed (at least for the foreseeable future). They estimated that even if you could replace the macro site, many micro sites would be need for such a replacement.

CHANGES MADE ON WATER TOWER OVER THE LAST TWO YEARS

Picture of the Water Tower from 2012



Current Picture of the Water Tower



CHANGES MADE ON SOUTH SIDE OF TELCOM SITE -LAST TWO YEARS

Picture of Telecom Site in 2008



Current Picture of Telecom Site



TELCOM TOWER & COMPOUND RELOCATED TO PUBLIC WORKS

Two Types of Towers are considered for the Public Works Location
(these two types require the min. ground space & can be as high as 200 feet)

TYPICAL SELF SUPPORTING TOWER
(+- 195 feet tall)
(to top of water tower is 150 feet)



TYPICAL MONOPOLE TOWER
(+-165 feet tall)



TELCOM TOWER & COMPOUND RELOCATED TO PUBLIC WORKS **Telecommunications Site Options Analysis Report**

Alternate Site #2-Wayzata Public Works Site Development Cost Comparison **(from Telecom Site Options Analysis Report)**

Table 1 – Site Development Cost Comparison

Item #	Description	Summit Park 180' Guyed	Public Works 180' Self Support	550 Broadway 180' Self Support
1.0	PREPARE NEW SITE:			
1.1	Detailed design, bid specs, and construction doc.	\$ 25,000	\$ 25,000	\$ 25,000
1.2	Clear and grade compound and tower locations	\$ 10,000	\$ 2,000	\$ 0
1.3	Access drive	\$ 6,000	\$ 0	\$ 0
1.4	Soils / Geotechnical	\$ 5,000	\$ 5,000	\$ 5,000
1.5	Tower structure w foundation (installed)	\$ 125,000	\$ 145,000	\$ 145,000
1.6	Ice Bridge to Compound w Spurs to Towers	\$ 10,000	\$ 10,000	\$ 10,000
1.7	Equipment Shelter Compound: aggregate, gate, fence	\$ 30,000	\$ 20,000	\$ 20,000
1.8	Site grounding system	\$ 8,000	\$ 6,000	\$ 6,000
1.9	New Electrical Service	\$ 10,000	\$ 6,000	\$ 8,000
1.10	Project PM and Construction Admin.	\$ 35,000	\$ 33,000	\$ 33,000
1.11	Subtotal	\$ 264,000	\$ 252,000	\$ 252,000
1.12	Contingency	\$ 13,000	\$ 13,000	\$ 13,000
1.13	New Site - Estimated Project Cost:	\$ 277,000	\$ 265,000	\$ 265,000
2.0 **	RELOCATE / ADD TENANTS (@ Tenant Expense)	* See Note	* See Note	* See Note
2.1	City related PM / Coordination / Legal	\$ 15,000	\$ 15,000	\$ 15,000
3.0	DECOMMISSION AND CLEAN UP @ GARDNER			
3.1	Remove Chain Link Fence	\$ 2,000	\$ 2,000	\$ 2,000
3.2	Remove Cables and Ice Bridges	\$ 3,000	\$ 3,000	\$ 3,000
3.3	Remove all Brush and Aggregate	\$ 3,000	\$ 3,000	\$ 3,000
3.4	Grade and Soil site	\$ 5,000	\$ 5,000	\$ 5,000
3.5	Project PM and Construction Admin.	\$ 2,000	\$ 2,000	\$ 2,000
3.6	Subtotal	\$ 15,000	\$ 15,000	\$ 15,000
3.7	Contingency	\$ 1,000	\$ 1,000	\$ 1,000
3.8	Gardner Site Clean Up - Estimated Project Cost:	\$ 16,000	\$ 16,000	\$ 16,000
4.0	Total Estimated Project Cost: (w/o Tenant Costs)	\$ 308,000	\$ 296,000	\$ 296,000

**** NOTE:** Tenant Relocation Cost – This cost comparison table reflects projected city costs associated with development of a new Telecommunications Site. The comparison does not include the potentially substantial costs incurred by tenants of the site that may be requested by the city to relocate to an alternate location. The tenant relocation costs would vary based on the size, type, quantity and age of equipment in place. These costs could easily be in the range of \$75,000 to \$150,000, or more, per tenant. Some tenants may choose to upgrade or replace equipment at the time of a relocation which could also potentially increase their costs. Other tenants may feel the requirement to relocate is not operationally or financially

TELCOM TOWER & COMPOUND RELOCATED TO PUBLIC WORKS

Alternate Site #2-Wayzata Public Works Site Development Cost Comparison

(Site Development Cost Comparison Updated by SEH -November of 2013)

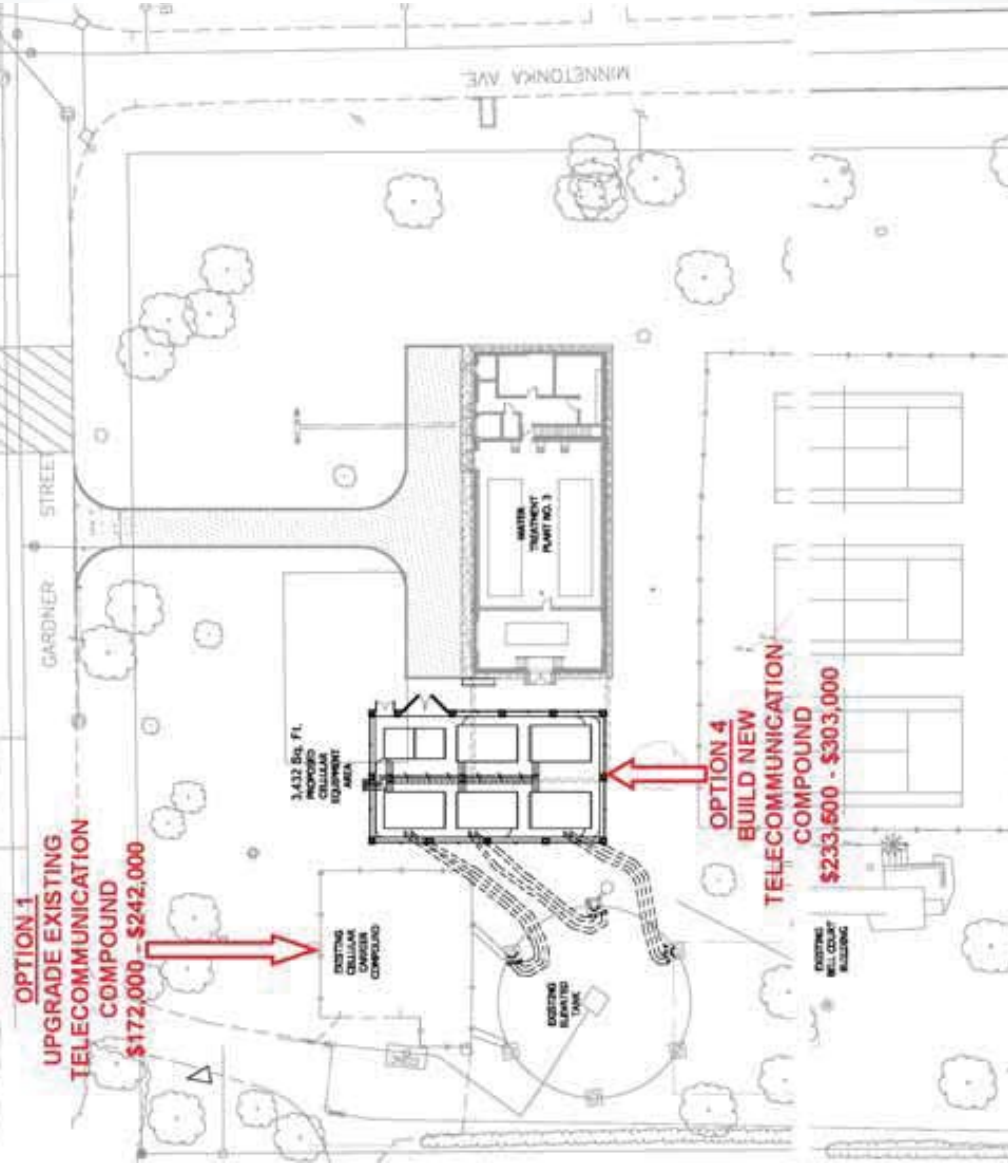
TABLE 1 – Site Development Cost Comparison

Item #	Description	Public Works (95% Monopole)	Public Works 195' Self Support
1.0	PREPARE NEW SITE		
1.1	Detailed design, bid specs, and construction docs	\$25,000	\$25,000
1.2	Clear and grade compound and tower locations	\$3,500	\$3,500
1.3	Access drive	\$1,500	\$1,500
1.4	Soils / Geotechnical (inc. 3 borings), \$7200' additional boring & report	\$12,600	\$12,600
1.5	Tower structure w/ foundations (installed)	\$267,800	\$200,200
1.6	Ice Bridge to Compound w/ Steps to Tenants		
1.7	Equipment Shelter Compound - aggregate, gate, fence	\$20,000	\$20,000
1.8	Site grounding system (tower and fence)	\$9,500	\$8,500
1.9	New Electrical Service	\$6,000	\$6,000
1.1	Project PM and Construction Admin.	\$33,000	\$33,000
1.11	Subtotal	\$378,900	\$310,200
1.12	Contingency (5%)	\$18,945	\$15,510
1.13	New Site - Estimated Project Cost:	\$397,845	\$325,815
2.0	RELOCATE / ADD TENANTS (w/ Tenant Expense)		
2.1	City related PM / Coordination / Legal	\$15,000	\$15,000
3.0	DECOMMISSION AND CLEAN UP @ GARDNER		
3.1	Remove Chain Link Fence	\$2,000	\$2,000
3.2	Remove Cables and Ice Bridges		
3.3	Remove all Bricks and Aggregate	\$3,000	\$3,000
3.4	Grade and Sod site	\$5,000	\$5,000
3.5	Project PM and Construction Admin.	\$2,000	\$2,000
3.6	Subtotal	\$12,000	\$12,000
3.7	Contingency	\$1,000	\$1,000
3.8	Gardner Site Clean Up - Estimated Project Cost:	\$14,000	\$14,000
4.0	Total Estimated Project Cost: (w/o Tenant Costs)	\$425,845	\$353,815

**** NOTE:** Tenant Relocation Cost – This cost comparison table reflects projected city costs associated with development of a new Telecommunications Site. The comparison does not include the potentially substantial costs incurred by tenants of the site that may be requested by the city to relocate to an alternate location. The tenant relocation costs would vary based on the size, type, quantity and age of equipment in place. These costs could easily be in the range of \$75,000 to \$150,000, or more, per tenant. Some tenants may choose to upgrade or replace equipment at the time of a relocation which could also potentially increase their costs. Other tenants may feel the requirement to relocate is not operationally or financially acceptable and may choose to discontinue their lease arrangement with the City. Each tenant will need to

SEH Telecom Rehabilitation Program – Options Report; June 11, 2008

Cost Estimates from SEH Telecom Rehabilitation Program - Options Report; June 11, 2008



UPGRADE OF EXISTING TELECOMMUNICATION COMPOUND

Wayzata - Gardner Street Water Tank
Telecom Rehabilitation Program – Options Report
June 11, 2008
Page 3

OPTION 1: Fence and Re-cable

Description: The most visually objectionable elements of the existing site include the current chain link fence, the telecom equipment sheds, and the antenna cables extending from the tank to the compound via ice bridges. The noise generated by the associated air conditioners located in the equipment sheds is not dampened or obstructed by the current fencing system. None of the existing tenants currently operate back-up generators at this site. The city owned generator located in WH-4 may also contribute to the noise concerns of citizens.

This option would remove all the existing overhead cable runs and ice bridges that run from the tank to the compound. A new underground cable trench would be constructed to provide underground routing of the new cable systems. As much as practical, all new cable systems would be installed on the interior of the tower legs to reduce visual impact of the cable systems. The current chain link fencing would be removed and replaced with a solid eight foot fencing system or noise wall. This would shield the view of the telecom equipment huts and reduce the noise heard by adjacent properties. The current gravel driveway to the telecom compound would be paved.

Description	Estimated Cost
Remove existing chain link fencing	\$1,000
Construct underground cable raceway	\$50,000
Remove existing cables and ice bridges	\$10,000
Install new cable systems with grounding	\$60,000
Install new electrical service	\$8,500
Tie into city generator	\$3,500
Remove all brush and aggregate from compound	\$2,000
Grade site for drainage	\$2,000
Install noise wall/fence	\$20,500 (chainlk) - \$90,000 (precast)
Install new aggregate	\$4,000

RELOCATION OF EXISTING TELECOMMUNICATION COMPOUND

Wayzata - Gardner Street Water Tank
Telecom Rehabilitation Program – Options Report
June 11, 2008
Page 6

OPTION 4: Build New Telecom Compound – Relocate existing Telecom Shelters and Equipment.

Description: This option is similar to option number one; however the entire compound area would be moved to a new location. The proposed location would be on the west end of the new water treatment plant #3, directly east of the water tank. This option would require the relocation of the existing telecommunication equipment shelters from their current location into the new walled compound area. The existing fencing, equipment shelters and antenna cable ice bridges would be removed. A new underground cable trench would be constructed from the Tank to the new compound area. As much as practical, all new cable systems would be installed on the interior of the tower legs to reduce visual impact of the cable systems.

The new walled compound area would use a louvered or solid wall system up to twelve foot high to provide a visual and noise barrier for the compound. This would shield the view of the telecom equipment shelters and reduce the noise heard by adjacent properties. The new telecom compound would share a common driveway with the new water treatment plant #3. This option allows the possibility of relocation of the telecom shelters without the complete dismantling and removal of all interior telecom equipment and systems. This option does not impact the existing plan to remove WTP-1 or remodel the exterior of WH-4. In this option, it would also be prudent to construct the new compound area with expansion space to provide for potential future tenants. A minimum compound area of approximately 40' x 64' is proposed. The telecom compound area would need to provide for the specialized grounding and electrical requirements of the telecom tenants.

Description	Estimated Cost
Grade new compound site	\$4,000
Construct new 40 x 64 walled compound (ie. noise wall/fence)	\$20,500 (chainlk) - \$90,000 (precast)
Install new aggregate	\$4,000
Construct underground cable raceway	\$50,000
Remove existing cables from tank	\$10,000
Install new electrical service	\$8,500
Tie into city generator	\$3,500
Transition equip. shelters to new compound	\$40,000
Add shelter grounding	\$8,000
Install new cable systems with grounding	\$60,000
Remove existing chain link fencing	\$1,000
Remove ice bridges	\$2,000
Remove all brush and aggregate from old compound	\$2,000

COST ESTIMATES FOR OPTIONS 1 AND 4 WERE ESTIMATED BEFORE THE REDESIGN AND CONSTRUCTION OF WTP-3

- If the decision is made to focus on the existing site for either an upgrade of the existing compound or building a new compound just west of WTP-3, staff recommends the council order a feasibility study that will take into consideration all of the changes that have been made since the SEH study that was done in 2008.

SO WHAT DO WE THINK WE KNOW OR DON'T KNOW

- To build a telcom **Monopole** Tower at public works, the current cost estimate is about: \$426,000 (based on current SEH estimate). Costs more but looks better?...
- To build a telcom **Self Support** Tower at public works, the current cost estimate is about: \$354,000 (based on current SEH estimate).
- Both a self supporting tower or monopole tower will take an area about 100'x100'.
- Public Works will loose some storage space that will be needed to locate the cell tower, ground equipment, etc.
- The bunkers located where the cell tower is proposed may have to be relocated.
- Activity at the PW telecom. compound by the tenants will not be an issue.
- We think if we move our tenants to the public works site, their likely will be a need for more antenna sites within the city in order for the tenants to achieve the same coverage that they have at the existing water tower site. May need an additional tower on the east end of the city (height unknown).
- We don't know how much resistance we will get from the two country clubs near public works, Woodhill and the Wayzata Country Clubs as well as the residential area across Wayzata Blvd. located in Orono.
- To upgrade existing telcom ground site, the cost could be between \$172,000 and \$242,000 (based on 2008 study).
- To relocate existing telcom ground site to west of WTP-3, the cost could be between \$233,500 and \$303,000 (based on 2008 study).
- We currently don't have a financial plan to pay for any of the options identified in this report.

WORTH NOTING:

- In SEH's **Telecommunications Site Options Analysis Report** under the Site Development Cost Comparison Estimates, Andy Terry included the following note:

Tenant Relocation Cost – This cost comparison table reflects projected city costs associated with development of a new Telecommunications Site. The comparison does not include the potentially substantial costs incurred by tenants of the site that may be requested by the city to relocate to an alternate location. The tenant relocation costs would vary based on the size, type, quantity and age of equipment in place. These costs could easily be in the range of \$75,000 to \$150,000, or more, per tenant. Some tenants may choose to upgrade or replace equipment at the time of a relocation which could also potentially increase their costs. **Other tenants may feel the requirement to relocate is not operationally or financially acceptable and may choose to discontinue their lease arrangement with the City. Each tenant will need to evaluate the new site viability, the relocation costs, and other factors associated with their adjacent network and service areas to determine the total impact and cost for their operations.**

Q&A?

- ❑ If the City does build a cell tower at public works, can we be sure all our tenants relocate to public works?
City Attorney: As a general proposition, the City is not required to provide the telecommunication companies with cell towers. On the other hand, the City's ordinances and regulations must not block the location of necessary towers in order for the companies to provide their services. And so, if the City does not provide a tower on the east end, it must be willing to allow placement of towers on private property or public land if the towers are needed for service. So long as the City allows the current site leases to expire under their own terms, the City should be able to avoid any liability (as opposed to early terminations).
- ❑ Are mini sites likely going to be requested in the future for specific locations in our downtown or other areas regardless if we relocate the telcom equipment to public works or not?
SEH: Yes, and other “in building systems” may also be put into service.

Staff Direction

- Staff is seeking direction from Council with regard to additional information or research desired by the Council
- Determine area of focus for next steps

THE END

Appendix D

Telecommunications Site Options Analysis Report

Gardner Street Water Tower Technical Review December 5, 2012

Telecommunications Site Options Analysis Report

Gardner Street Water Tower Technical Review

City of Wayzata, Minnesota

SEH No. WAYZA 121956

December 5, 2012



Building a Better World
for All of Us™

Engineers | Architects | Planners | Scientists

Executive Summary

This report provides a technical review of the current Gardner Street Water Tower telecommunications site and creates alternative telecommunication site development options within the city to accommodate current and future telecommunication carrier tenants. The technical review process included documenting current tenant systems at the Gardner Street Water Tower site, tabulation of available city properties, and site visits to the top 14 properties most viable for development as alternate telecommunication sites. To aid in development of viable alternate site options, a common set of basic site requirements and telecommunication system design assumptions was created. The site requirements are listed in Section 4 of this report and are applied to the evaluation of the three most viable alternate site options, also presented in Section 4.

In addition to the creation and analysis of site development options, this report also presents comment or analysis on other telecommunication issues such as:

- Telecommunications Ordinance: Section 5 – The primary principles and requirements of a local telecommunications ordinance are to serve a public purpose, be consistent with state and federal laws, use clear and precise language, and to be reasonable in nature. Section 5 presents comment and input on the current Draft Wayzata Telecommunications Ordinance document.
- Site Safety Standards and Best Practices: Section 6 - There are many site safety standards to consider when evaluating existing telecommunication sites or planning for the development of new sites. This section highlights issues associated with protecting adjacent properties and casual non-professional citizens that may be in the general proximity of a telecommunications site.
- Lease Conversion Option Evaluation: Section 7 - The City of Wayzata received a proposal from Unison Site Management that offered a cell site lease conversion program offer for the Gardner Street Water Tower site. This section provides a financial analysis and documents pros and cons of the lease purchase option.

The primary findings of this report include:

- The analysis identified the 550 Broadway Avenue site, currently used by the city as snow storage and construction staging, as the city owned property that is most viable for the development of an alternate telecommunications site to replace the current Gardner Street Water Tank site.
- A new telecommunication site development budgetary cost is in the range of \$ 295,000 to \$ 310,000 for the City. Current tenants would also incur costs of as much as \$150,000 or more, per tenant, if they choose to relocate to the new tower location.
- The current draft telecommunications ordinance document contains the essential content needed for a robust telecommunications ordinance. Some modification may be needed to broaden the scope to include non-commercial applications, and the draft should be refined and some terms reorganized to make the ordinance more clear and concise.
- The Unison lease purchase offer should not be accepted in its current form. If the City chooses to pursue a lease purchase arrangement, SEH would recommend an open public solicitation or reverse bid process to assure the best terms and financial results for the City.

Table of Contents

Letter of Transmittal
Executive Summary
Table of Contents

	Page
1.0 Introduction	1
2.0 Project Approach	2
3.0 Summary of Existing Gardner Street Telecom Tenant Systems and Equipment.	3
4.0 Site Requirements and Viable Alternate Site Options	9
4.1 Basic Site Requirements and Design Assumptions	9
4.2 Site Selection – Available Properties Evaluated	14
4.3 Alternate Site #1 – Summit Park Cemetery Site.....	15
4.4 Alternate Site #2 –Wayzata Public Works Site.....	18
4.5 Alternate Site # 3 – Broadway Ave Snow Storage Site	21
4.6 Potential for a Two Site Alternative	23
4.7 New Telecommunication Site - Typical Site Development Costs	24
5.0 Wayzata Telecommunications Ordinance	26
6.0 Telecommunication Site Safety Standards and Best Practices.....	28
6.1 Site Selection	28
6.2 Tower Setbacks.....	28
6.3 Fall Zone	28
6.4 Environmental Factors.....	29
6.5 Lighting and Painting	29
6.6 Security	29
7.0 Lease Conversion Option Evaluation	31

List of Tables

Table 1 – Site Development Cost Comparison	25
Table 2 – Gardner Street Tower – Annual Telecom Revenue	31
Table 3 – Lease Purchase Pros and Cons	32
Table 4 – Unison Proposal Discounted Revenue Table.....	33

Table of Contents (Continued)

List of Figures

Figure 1 – Wayzata Water Tower (South Face).....	5
Figure 2 – Verizon Antenna on Wayzata Water Tower	6
Figure 3 – Verizon Antenna on Wayzata Water Tower	6
Figure 4 – Cellular Equipment Compound Diagram.....	7
Figure 5 – Existing Tower Tenant Equipment Layout Diagram	8
Figure 6 – Properties Owned by the City of Wayzata	14
Figure 7 – Gardner Street Tower – 150' Coverage Prediction	16
Figure 8 – Summit Park Cemetery Tower – 190' Coverage Prediction	17
Figure 9 – Gardner Street Tower – 150' Coverage Prediction	19
Figure 10 – Public Works Tower – 190' Coverage Prediction	20
Figure 11 – Gardner Street Tower – 150' Coverage Prediction	22
Figure 12 – 550 Broadway Ave. Tower – 180' Coverage Prediction	23

List of Appendices

Appendix A	Tenant Survey
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Telecommunications Site Options Analysis Report

Gardner Street Water Tower Technical Review

Prepared for City of Wayzata

1.0 Introduction

The purpose of this telecommunications site options analysis is to conduct a technical review of the current Gardner Street Water Tower telecommunications site and to create alternative telecommunication site options within the city to accommodate current and future telecommunication carrier tenants. The analysis will create and analyze different site alternatives. In particular the City seeks to review the existing tenant equipment and systems, explore various city owned parcels, and document site location and relocation alternatives. The analysis includes detailed radio coverage propagation studies of the current water tower site and several alternate sites.

In addition to the alternative site analysis the report will also:

- Review and comment on the current draft Wayzata Telecommunication Ordinance.
- Estimate the cost to develop an alternate telecommunications site, and to decommission and clean up the current Gardner Street Water Tower site.
- Document safety standards and recommended best practices related to telecommunication sites.
- And, comment on the pros and cons of a lease conversion of the current tenant leases, versus the current city managed telecommunication site business practices.

2.0 Project Approach

SEH met with City Staff to review current status and operation of the Gardner Street Water Tower telecommunications site. Documentation on the current transmission equipment, FCC licenses, antenna systems and compound shelter footprint was collected. In addition to review of existing archived lease and tenant system documentation, an information survey was created and distributed to each tenant to allow them the opportunity to advise us on their high priority system requirements related to a potential relocation or alternate site development effort. Telecommunication site technical and physical requirements were created to guide the selection of alternate site options.

The City tabulated a listing of all available city owned properties. This list was used as a base line for review and evaluation of potential relocation or site development options. There were 37 properties identified as city owned that were included in the initial site list. SEH met with city staff and conducted site visits to 14 of the most promising site locations.

In addition to field site reviews, the technical viability of site options was determined by comparison of existing system performance and coverage potential, compared to the estimated system performance and coverage predictions for several proposed alternate sites. Site physical size, ground elevation, proximity to utilities, and zoning considerations were also evaluated in the determination of site viability.

Sites that were considered viable based on the field site visit and established technical and physical requirements were then evaluated to determine predicted coverage performance. An engineering radio coverage propagation study was done to compare and contrast the select alternative telecommunication sites. This coverage prediction information was used to guide the alternate site tower height and location determination. The tower height requirements and site development considerations were used to develop budgetary price estimates for construction of a new telecommunications site.

SEH professional experience was used, and additional industry research was conducted, to document and recommend telecommunication site development best practices. A financial analysis was done on the Unison lease purchase proposal, and a pros and cons comparison was used to evaluate the potential of selling the current leases at the Gardner Street water tower site.

A review of the telecommunication site alternatives, estimated relocation and development costs, ordinance review, best practices recommendations, and lease purchase analysis was done with city staff to help vet and finalize the content of this report.

3.0 Summary of Existing Gardner Street Telecom Tenant Systems and Equipment.

As demand for wireless technology has increased over time, cellular communication companies have responded by expanding their existing networks and building new capacity which also means increasing the number of transmitter locations. As a general rule regarding transmitter coverage, the higher the placement of an antenna above ground level the greater the coverage area. To minimize cumulative visual impacts of new cellular towers, many communities and local governments encourage use of existing structures and co-location whenever feasible and aesthetically desirable. Water storage towers make excellent antenna support structures and are frequently used for this purpose as is the case with the City of Wayzata.

The city's main water tower is a six legged bowl design structure located at 403 Gardner Street East. The location has a ground elevation of 996' above mean sea level (AMSL) and is one of the highest points of land in the city of Wayzata. The water tower has an overall height of 142' 9" above ground level (AGL). The tower makes a good location for cellular carriers to co-locate as the elevation provides them with good radio propagation without having to build their own radio towers. The City of Wayzata Water Tower currently hosts five cellular carriers that include AT&T, Nextel, Sprint, T-Mobile and Verizon. The systems and antenna equipment deployed at the Gardner Street site are summarized by carrier as follows:

- **AT&T**

AT&T occupies the highest point on the water tower and consists of a total of 6 panel antennas (see Figure 1). Four of the panel antennas occupy the highest points on the water tower. They are each mounted at the top of individual steel lattice tower sections that are secured to the side of the tower bowl spaced 90 degrees apart. These sections provide an overall antenna height of 149' 6" AGL. Two additional panel antennas are mounted on the railing of the cat walk that surrounds the lower portion of the water tower bowl and have an overall height of 117' AGL. The AT&T equipment shelter occupies a ground space footprint of 12' x 24', and is located in the fenced 60'x48' telecom compound area (see Figure 4).

AT&T's current upgrade plans include the relocation of the 4 antennas on the individual lattice towers to a new 20' diameter railing to be installed on the top of the water tower bowl. The individual towers will be removed providing a more traditional look to the water tower.

- **Nextel**

Nextel has three 10' Omni-directional antennas mounted on the southeast facing water tower leg at a height of 95' AGL (see Figure 1). Nextel has equipment located in the city storage building located adjacent to the tennis court area (see Figure 4). On December 15, 2004, Sprint and Nextel announced they would merge to form Sprint/Nextel Corporation.

Sprint/Nextel has advised the city of plans to decommission the Nextel systems at this site in 2013.

- **Sprint**

Sprint has 6 panel antennas bundled in 3 sectors of 2 antenna per sector, spaced 2' apart. The three sectors are mounted on the railing of the cat walk that surrounds the lower portion of the water tower bowl, spaced 120 degrees apart. The antennas have an overall height of 114' AGL (see Figure 1). Sprint has an outdoor equipment platform that occupies a ground space footprint of 20' x 15', and is located in the fenced 60'x48' telecom compound area (see Figure 4).

Sprint has proposed future plans to remove the existing antennas and replace each sector with a single antenna and remote radio unit (RRU).

- **T-Mobile**

T-Mobile has 6 panel antennas bundled in 3 sectors of 2 antennas per sector. The three sectors are mounted on the railing of the cat walk that surrounds the lower portion of the water tower bowl, spaced 120 degrees apart. The antennas have an overall height of 116' AGL (see Figure 1). The T-Mobile equipment shelter occupies a ground space footprint of 9' 6" x 16' 4", and is located in the fenced 60'x48' telecom compound area (see Figure 4).

T-Mobile has proposed future plans to remove the existing antennas and replace them with new Andrew TMBXX-6517 antennas and mount 2 RRUs (Remote Radio Units) per sector near the antennas.

- **Verizon**

Verizon has 9 panel antennas bundled in 3 sectors of 3 antennas per sector. Two of the sectors are mounted on a horizontal support beam below the water tower bowl at a height of 70' AGL (see Figure 2). The third sector is mounted to the south west water tower leg at a height of 79' AGL (see Figure 3). The Verizon equipment shelter occupies a ground space footprint of 12' x 18', and is located in the fenced 60'x48' telecom compound area (see Figure 4).

Figure 1 – Wayzata Water Tower (South Face)

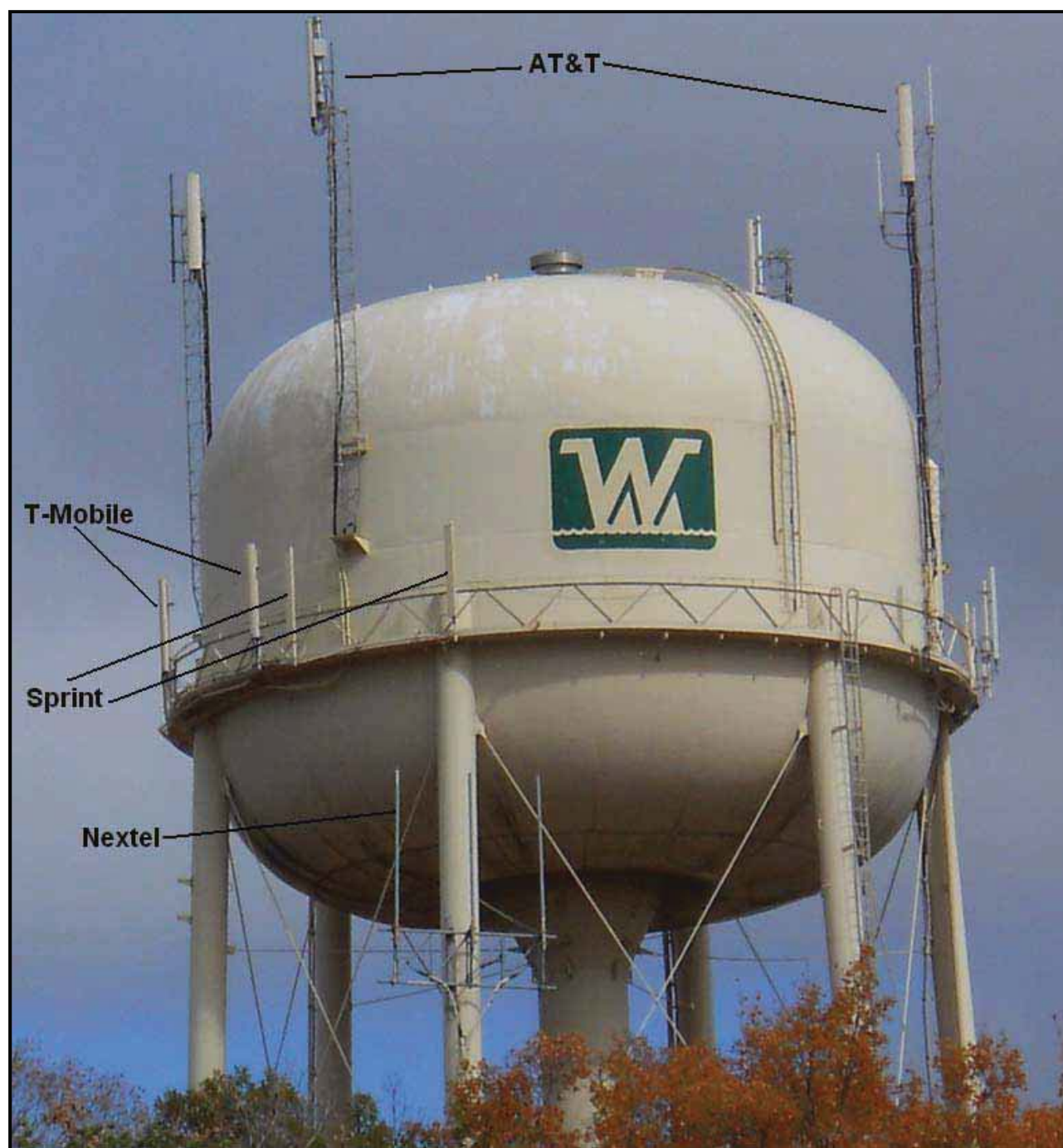


Figure 2 – Verizon Antenna on Wayzata Water Tower



Figure 3 – Verizon Antenna on Wayzata Water Tower



Figure 4 – Cellular Equipment Compound Diagram

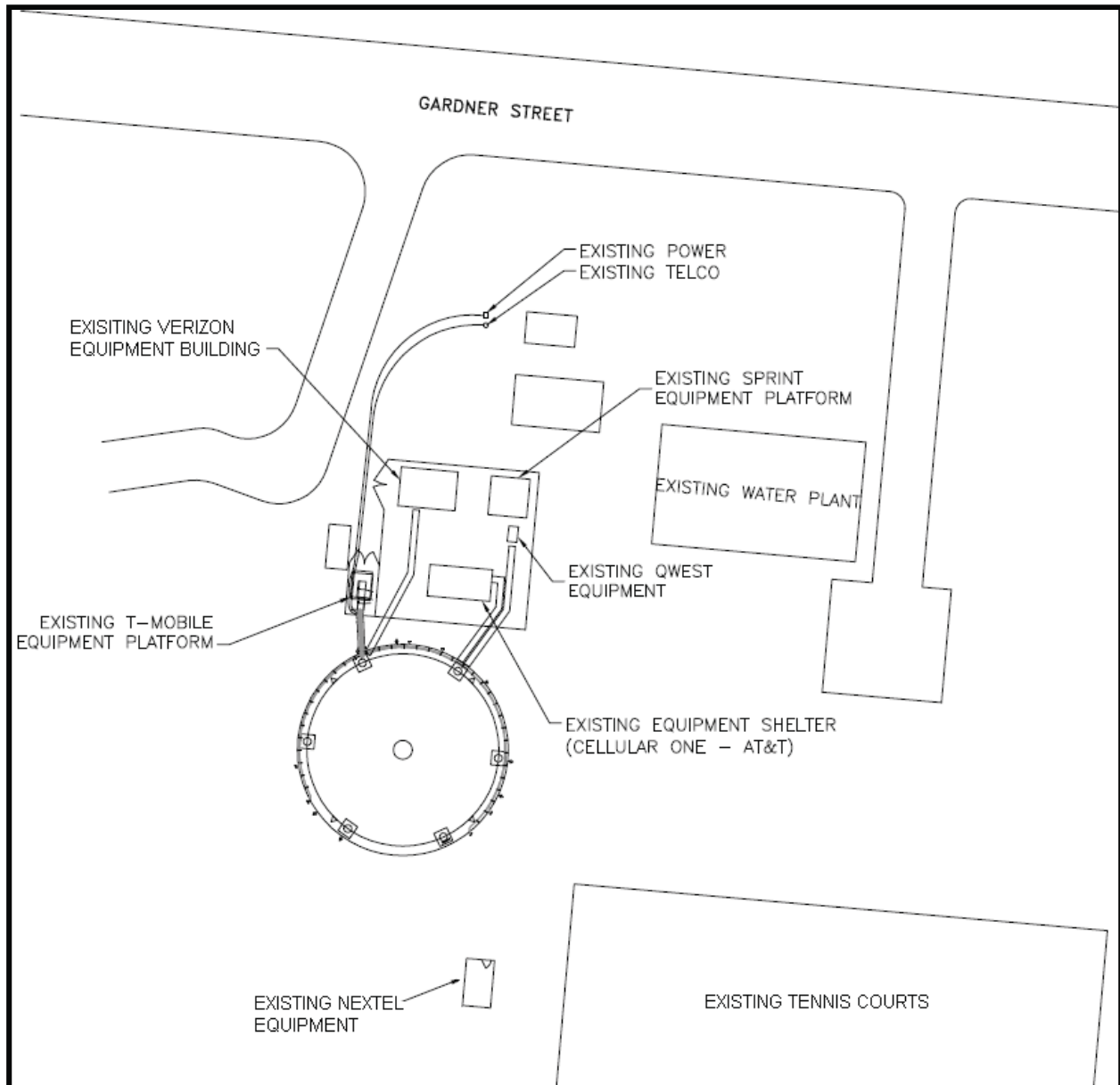


Figure 5 – Existing Tower Tenant Equipment Layout Diagram

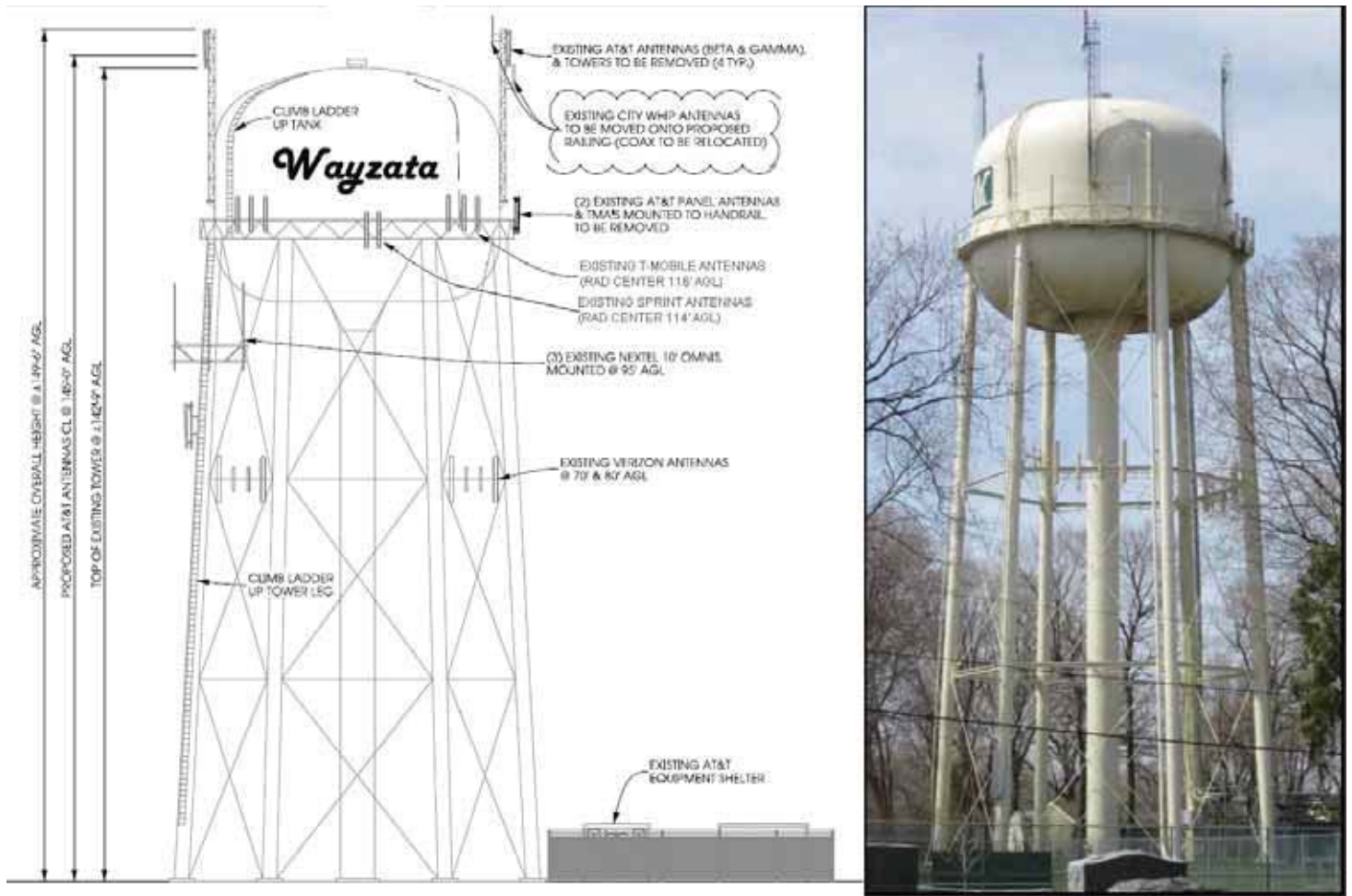


Figure 5 represents a typical site elevation diagram that is included in the site plans provided by carriers as part of the site application and lease process, or during site improvements or replacements. This diagram is from a recent AT&T plan set.

A tabulated list of tenant existing and proposed antenna equipment is included in Appendix A.

4.0 Site Requirements and Viable Alternate Site Options

To aid in development of viable alternate site options, a common set of basic site requirements and telecommunication system design assumptions was created. The purpose of the site requirements and design assumptions is to use these factors when considering each potential site to determine if it is a suitable candidate for possible development. Some of the requirements are specific to the site, such as ground elevation or available square footage of the site available for development. Some of the factors are used in modeling the radio system performance and creation of coverage area predictions that allow for a side by side comparison of potential sites with the current Gardner Street Site. The requirements and design considerations will also influence site development decisions such as how much property would need to be cleared and developed and what height a support tower structure may need to be. The following subsections outline the basic site requirements and design assumptions, and then apply them to the evaluation of three selected viable alternate site options.

4.1 Basic Site Requirements and Design Assumptions

The development of alternate viable telecommunication sites is dependent on a number of technical and operational considerations. In order to allow existing tenants to have input into the process of establishing site alternatives, a Telecom Site Options Survey document was created and sent to each existing tenant that occupies the Gardner Street Tower site (see Appendix A). We did not receive responses to the survey request, so we have created minimum technical requirements to address each of the survey parameters. This information is used to inform the site selection and coverage prediction modeling effort that follows in this section of the report.

Requirements and base line assumptions include:

Service Area - The cellular carrier service area is likely to be the primary consideration for site selection and is of primary importance to current and future tenants. The Service Area provided from the Gardner Street Tower site will be different for each tenant. The geographic service area coverage can be influenced by a number of site and equipment characteristics including:

- the number of antenna, their type and location;
- the location and proximity of adjacent sites
- the technology and frequency band of the transmit and receive equipment
- the transmit power and receiver sensitivity of base equipment
- the height of the antennas on the tower, and the relative height of the site compared to the surrounding terrain (height above average terrain – HAAT)
- the obstructions near and around the site such as trees or buildings the “Quality of Service” requirements of the provider

Structure Height and Load Capacity – A support structure will be required that is adequate in both overall height and load carrying capacity to accommodate the antenna system of each of the current telecommunication carrier tenants. In addition, it is prudent to plan for some level of excess capacity on the new structure for additional future tenants or some unanticipated city need. There are a variety of tower design options available.

Telecommunication towers are generally categorized into three major types; guyed tower, self supporting tower, and monopole. The heights of the towers typically vary between 100 and 250 feet or more. Factors that affect the type of tower erected include topography, soil conditions, land use and availability, tower height requirements, required wind loading (maximum forces that may be applied to a structural element by wind), ice loading (maximum forces that may be applied to a structural element by ice), and zoning.

- **Guyed Towers:** For tower heights above 150 feet, guyed towers generally are the least costly, however they require the greatest amount of land to erect due to the area needed for the cable guy wire turnbuckles. As a result, guyed towers are most often seen in rural or suburban settings where land is not at a premium. Guyed towers may be constructed with either 3 legs (triangular) or 4 legs. Two variables that affect the amount of land needed for a guyed tower are the tower height and the separation needed distance between the tower and the guy anchors. The distance between the tower base and guy anchors will increase as the height of the tower and overall tower load increases.
- **Self Supporting Tower:** Self supporting towers are free standing with a lattice frame design and can be constructed with either three or four legs. They are generally the strongest and can support the largest wind and ice loads of the three tower types but tend to be the most expensive to erect. The main variable for the amount of land needed when considering a self supporting tower is the tower height.



Typical Guyed Tower



Typical Self Supporting Tower

- **Monopole:** A monopole is free standing tower constructed of slip jointed all welded tubes of different diameter steel sections either cylindrical or multi sided in shape. They are commonly used in applications below 150 feet. The individual sections are bolted or welded together with the largest diameter sections at the base and each successive section being smaller in diameter. The main variable for the amount of land needed when considering a monopole tower is the tower height.



Typical Monopole Tower

Other Site Development Requirements -

Beyond the type or style of tower structure, a number of other site development issues will also need to be considered. Some of the primary site development concerns include site access during construction, site security, utility connections, and physical space needed for equipment shelters and potential future growth. Some key development considerations include:

- **Equipment Shelters:** Equipment shelters are usually located near the base of communication tower and are primarily prefabricated structures made of steel, fiberglass, or concrete aggregate wall material. They can also be built on site from wood frame or concrete block construction and are finished to meet the particular function they are serving. They can be installed on steel I-beams, concrete piers or concrete pad. The prefabricated structures are delivered to the site by truck and installed with a boom truck or crane and generally have factory installed wiring, HVAC, humidity control, and an exterior generator plug. Size or squared footage is dependent on the amount of radio equipment needed to be housed in the shelter. Equipment shelters can also be built with a separate room for an emergency generator which will increase the overall size of the shelter.
- **Compound Fencing:** The most common type of fencing used to protect tower site compounds is chain link fence. The fencing is generally six feet high with three strands of barbed wire above the top rail and equipped with a locked gate. Guyed towers should also have a fenced perimeter area of 4' by 30' around the turnbuckles. The radio towers should be equipped with anti-climb devices.
- **Perimeter Clearing and Landscaping:** A driveway from a public access point to the tower site must be cleared in order to provide access and an area to erect the tower and place the various site improvements necessary to operate the communication network. An area between one and three acres is typically cleared depending on the type of tower erected. The driveway and the cleared and fenced in area at most tower sites are graded down 4 inches, landscape fabric applied then covered with crushed stone. The landscape fabric and crushed stone makes access easier and keeps the vegetation from growing at the site.
- **Utility Requirements:** Most carriers will require utilities installed at the site. Typical utilities consist of electrical power, basic telephone service and high capacity service such as T-1 lines. On some cell sites, each carrier will use up to 10 T-1 lines. Depending

on the carrier and availability from the local phone company, fiber optic lines may also be run to the site.

- **Electrical Power Requirements:** Typically each cellular carrier will require 120 to 240 volt (50 to 200 amps) power supply with a rectifier system that converts the AC power to DC power needed by the system's electronic circuits. Other typical power needs are HVAC system (including redundant units), room lights, possible outdoor security lighting and UPS system. The Federal Communications Commission (FCC) requires that a UPS system be available to provide at least a 12-hour backup for the cellular site. The power utility company usually provides the service to the meter in underground installations and to the weather head in overhead installations. All wiring after the meter typically is the responsibility of the customer. Primary metering (high voltage) may be an exception.
- **Emergency Generators:** Emergency or backup generators are used to ensure an uninterruptible power supply for the communications equipment. Most are equipped to run on liquid propane and require a separate fuel tank mounted on a concrete pad. The generator size or rated output is dependent on the total power consumption requirements for all loads that will need to remain operational during a power outage. In the wake of Hurricane Sandy in 2012, the Federal Communications Commission is considering making emergency generators mandatory for all cellular sites.

In addition to the site requirements listed above, there are requirements related to the telecommunication system design and performance that play a major role in the operation and performance of the telecommunication site. In order to make an equivalent site comparison, some basic design considerations and assumptions were developed to be used as inputs into a radio coverage prediction software tool. This tool then provided radio signal coverage propagation predictions that were used to compare alternate sites with the base line coverage predicted from the Gardner Street Tower site. Some of the base line design assumptions used to evaluate the various site alternatives included:

- **Signal Strength Requirement** – The strength of the propagated signal and the ultimate level of signal available to the receiver is a primary consideration in effective cellular system coverage performance and are influenced by many factors including: terrain, obstructions such as buildings and foliage, weather, and receiver sensitivity. SEH has selected a Longley Rice RF propagation model using a 95% time, and 95% area reliability standard to predict signal coverage from the current Gardner Tower Site and the alternate options sites. Receive signal levels from 70 dBu to 120 dBu will be compared to evaluate the sites for expected signal strength and expected coverage performance.
- **Minimum AMSL/HAAT requirement** – The overall height of the antenna systems relative to the ground elevation of the site and the surrounding terrain is an important factor in radio system coverage. The Height Above Average Terrain (HAAT) is a comparative measure that takes into account the structure height and the surrounding terrain characteristics. SEH is using both HAAT and Ground Elevation Above Mean Sea Level G-AMSL to compare alternate telecom site options. Supporting tower structures are being proposed to provide an equivalent overall height for antenna systems to be comparable to the current Gardner Street Tower Site.
- **Antenna / Feed line Requirements** – The particular antenna make and model, type of feed line, and other appurtenances such as Remote Radio Units (RRU), or Tower Top Amplifiers (TTA) are important elements of the communication system design. However, SEH has used effective radiated power (ERP) as the primary tool for modeling

site coverage performance and is using an omni-directional coverage pattern to model and compare sites. It is understood that each carrier may employ site specific antenna equipment and different systems per sector to provide the best performance for any given site. For uniform comparison purposes a single propagation profile is used at all sites to provide for an equal comparison of alternate site predicted performance.

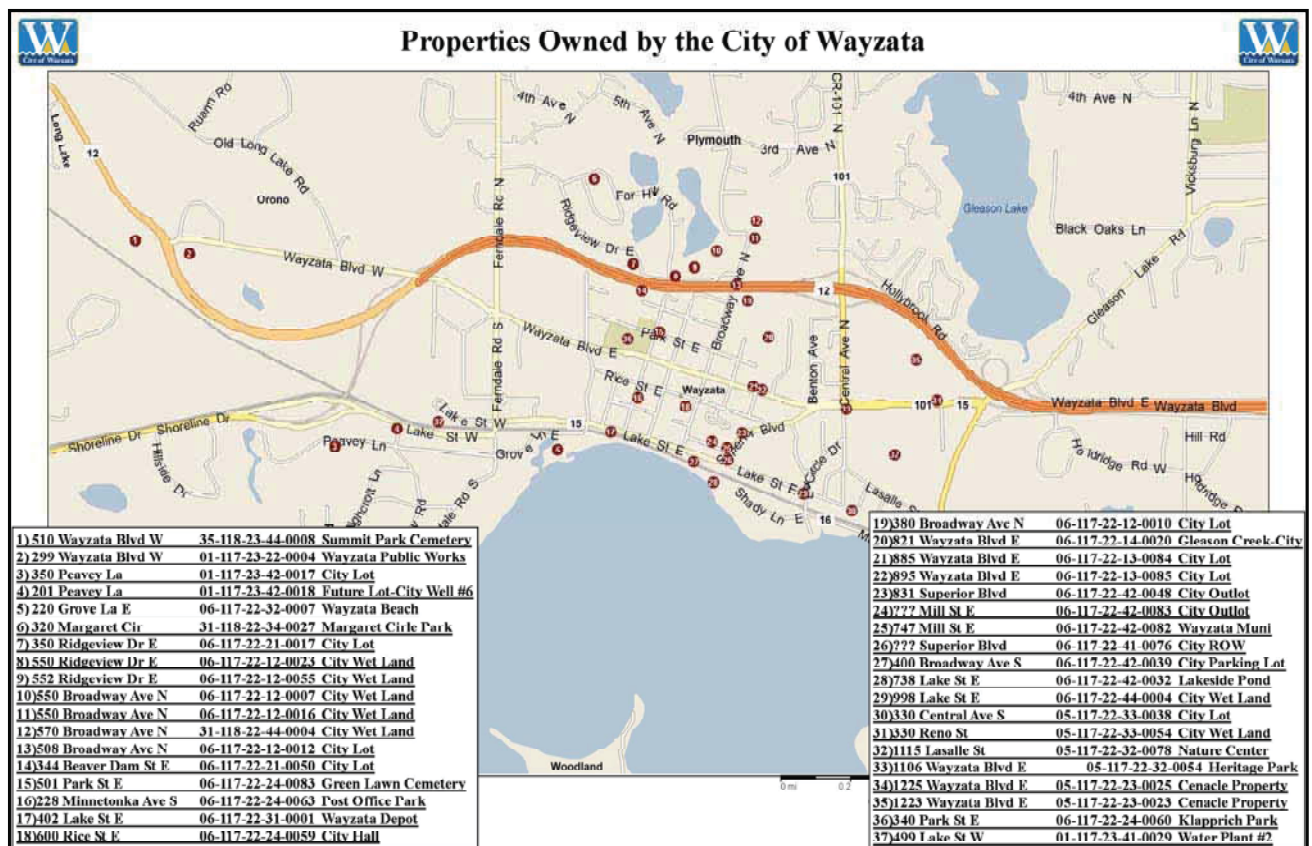
- **Transmit / Receive Equipment and Power Output** – SEH reviewed the FCC license database records for the current tenants to determine the typical and maximum ERP emanating from the existing systems. The power output differs based on carrier and antenna sector but the majority are within the range of 110 Watts to 225 watts, with most below the 200 Watt threshold. As a basic design parameter SEH will use 200 Watts ERP for the comparison design model.
- **Frequency band(s)** – Each carrier is licensed for a particular block, or multiple blocks, of radio frequency spectrum to operate their system. The blocks range from the 700MHz band up to and through the 2500 MHz band. Operating frequency will have an impact on the site coverage, signal propagation, and signal penetration characteristics of each carrier's system. SEH has selected 1700 MHz as a typical representative frequency to run the radio propagation model studies. Again, for uniform comparison purposes a single frequency parameter is used at all sites to provide for an equal comparison of alternate site predicted performance coverage

Other Specific Site Requirements or design assumptions: There may be other important technical or operational site considerations that are not included in this report. The site analysis comparisons below are based on the requirements defined here and do not take into account possible unique site evaluation considerations that each individual tenant may have. This document is intended to develop site alternatives and a comparison of those alternatives. A detailed design effort will be needed to assure that any selected site can meet specific requirements for a new telecommunications site and should address in specific terms the tower, shelter, security, utility and other design requirements outlined above.

4.2 Site Selection – Available Properties Evaluated

Wayzata city staff provided SEH with a comprehensive listing of properties owned by the city. There were 37 initial properties identified as potential opportunities for consideration. An initial review of properties was done to eliminate properties that were clearly not suited for development based on factors such as limited size of the property, restrictive terrain and soil conditions; proximity to business, residential, or lake properties. This initial vetting reduced the viable site alternative list to 14 properties that were further investigated with on-site visits. SEH and city staff toured each of 14 identified sites and evaluated the development potential. The site visits allowed for a review of site characteristics such as; property boundaries, terrain, current uses, proximity to utilizes, and general site constructability. Preliminary pros and cons of using the site as a telecommunications site were also discussed. Figure 6 identifies the full listing of sites considered.

Figure 6 – Properties Owned by the City of Wayzata



4.3 Alternate Site #1 – Summit Park Cemetery Site

Site Location: Address: 510 Wayzata Blvd West, Wayzata, MN 55391
Coordinates: 44-58-43.1688 N, 093-32-45.5922 W
Ground Elevation (AMSL): 292 Meters, 957 Feet
Parcel Area: 6.71 Acres, 292,452 sq.ft.



Pros	Cons
Relatively secluded	Far west end of the City
Low traffic	No utilities on site (Potentially available adjacent in Orono)
No residential	Adjacent to Woodhill Country Club and Wayzata County Club
Good proximity to Hwy 12 Bypass	
Nice clear development site for tower & shelter compound	

Proposed Development: The site is suited to accommodate a self supporting or guyed lattice radio tower and associated equipment compound. To determine the desired future tower height requirement we have compared the G-AMSL elevation and the HAAT figures from the Gardner Towers Site and the Summit Park site. To provide for antenna HAAT comparable to the Gardner Street Tower site, the new structure height would need to be 180 ft. An access driveway could be extended from the current cemetery loop road to provide convenient site access. The tower and equipment shelter compound should be fully fenced to provide for site security. Power would need to be located and brought into the site.

Service Area Comparison: Figure 7 reflects the predicted radio system coverage from the existing Gardner Street Towers site, with antennas at the top height of 150 feet to tip. Figure 8 reflects the predicted radio system coverage from the proposed new Summit Park site with an antenna height of 190 feet to tip.

Figure 7 – Gardner Street Tower – 150' Coverage Prediction

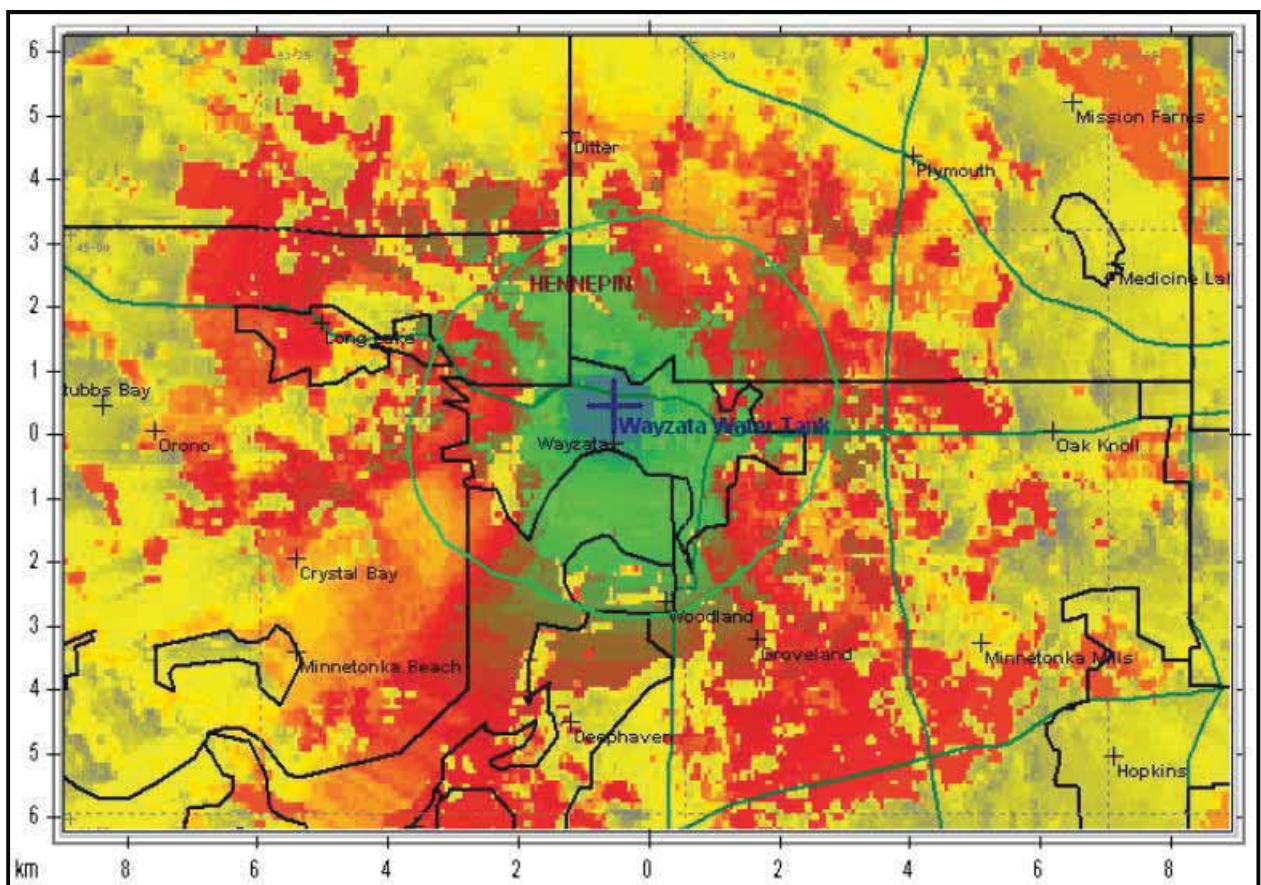
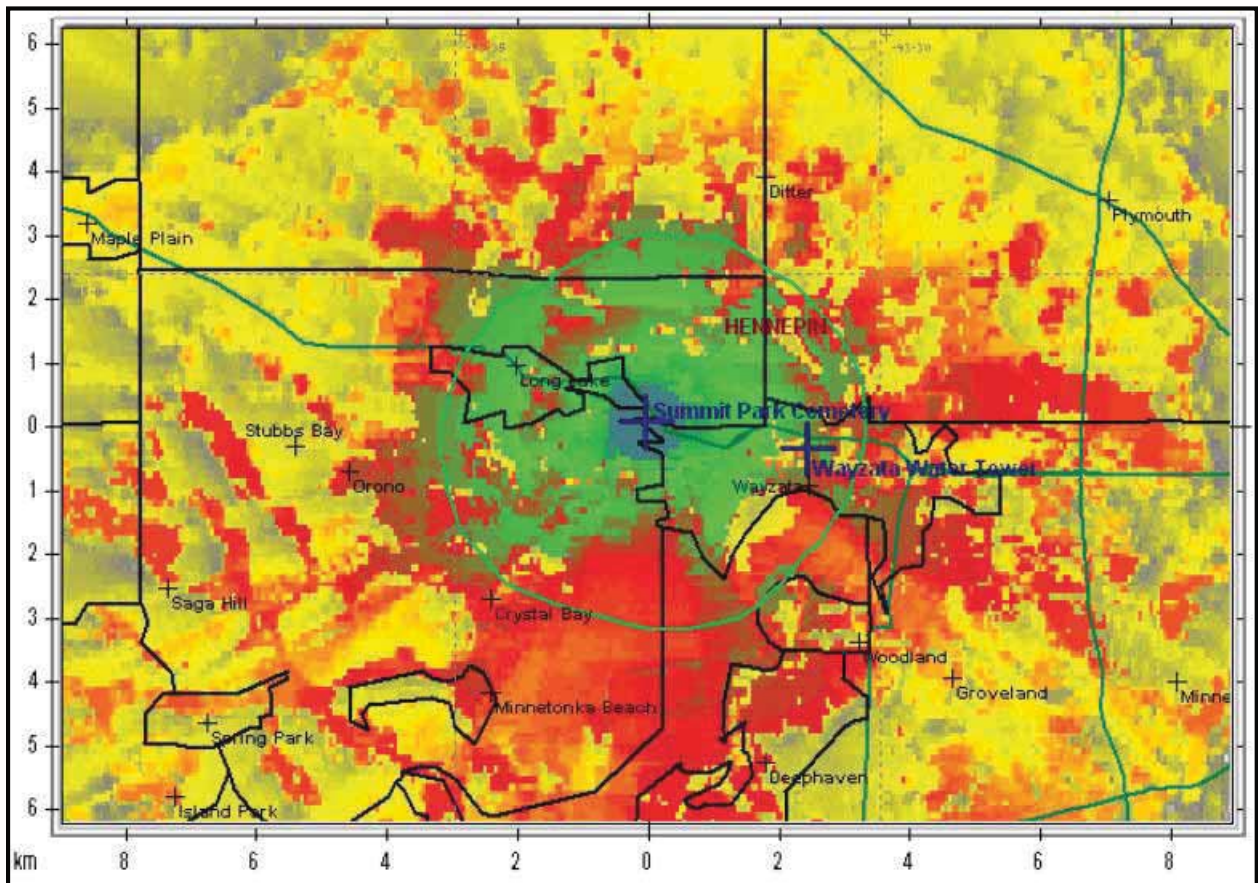


Figure 8 – Summit Park Cemetery Tower – 190' Coverage Prediction



Comments: Due to the proximity of this site on the west end of the city, there is a high likelihood that the coverage area served by this site would not be equivalent to the current Gardner Street site, even if the tower height is such that a comparable HAAT is achieved. This is demonstrated by the coverage prediction map comparison.

4.4 Alternate Site #2 –Wayzata Public Works Site

Site Location: Address: 299 Wayzata Blvd West, Wayzata, MN 55391
Coordinates: 44-58-31.926 N, 093-32-21.7242 W
Ground Elevation (AMSL): 289 Meters, 949 Feet
Parcel Area: 7.58 Acres, 330,346 sq.ft.



Pros	Cons
Secure area	Located on the west end of the City
No residential	Lowest ground elevation of alternate site options
Possible separate access	Adjacent to Wayzata Country Club and Woodhill County Club
Good proximity to Hwy 12 Bypass	
Good access to power & utilities	
Low traffic	

Proposed Development: The site is suited to accommodate a self supporting lattice radio tower and associated equipment compound. To determine the desired future tower height requirement we have compared the G-AMSL elevation and the HAAT figures from the Gardner Towers Site and the Summit Park site. To provide for antenna HAAT comparable to the Gardner Street Tower site, the new structure height would need to be 180 ft. An addition of a gate on the southeast end of the public works yard would help limit access to the telecommunications site and would differentiate the compound from other public works activities. The current material storage bunkers and associated excess stored construction materials and equipment would need to be removed and relocated. Power would need to be extended to feed the new compound area.

Service Area Comparison: Figure 9 reflects the predicted radio system coverage from the existing Gardner Street Towers site, with antennas at the top height of 150 feet to tip. Figure 10 reflects the predicted radio system coverage from the proposed new Public Works site with an antenna height of 190 feet to tip.

Figure 9 – Gardner Street Tower – 150' Coverage Prediction

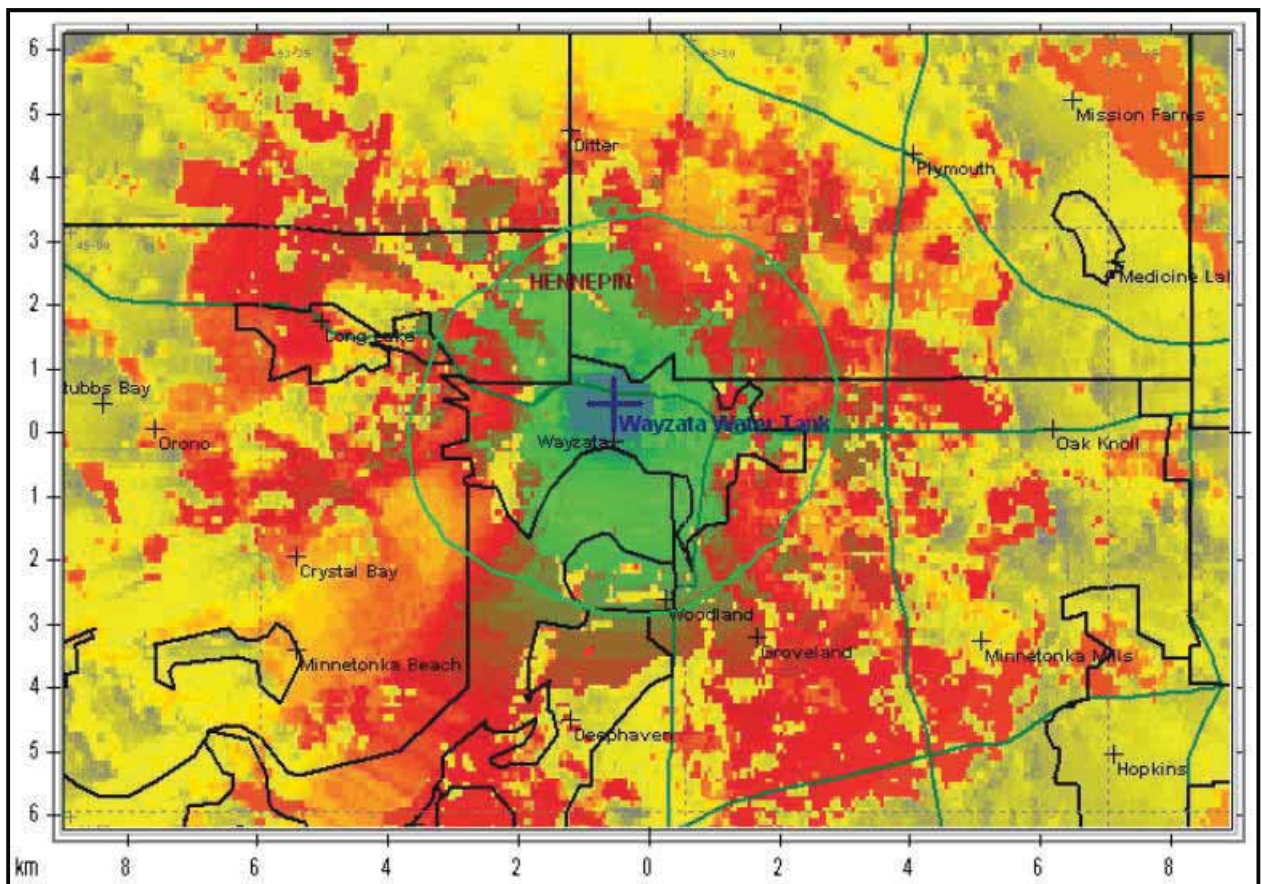
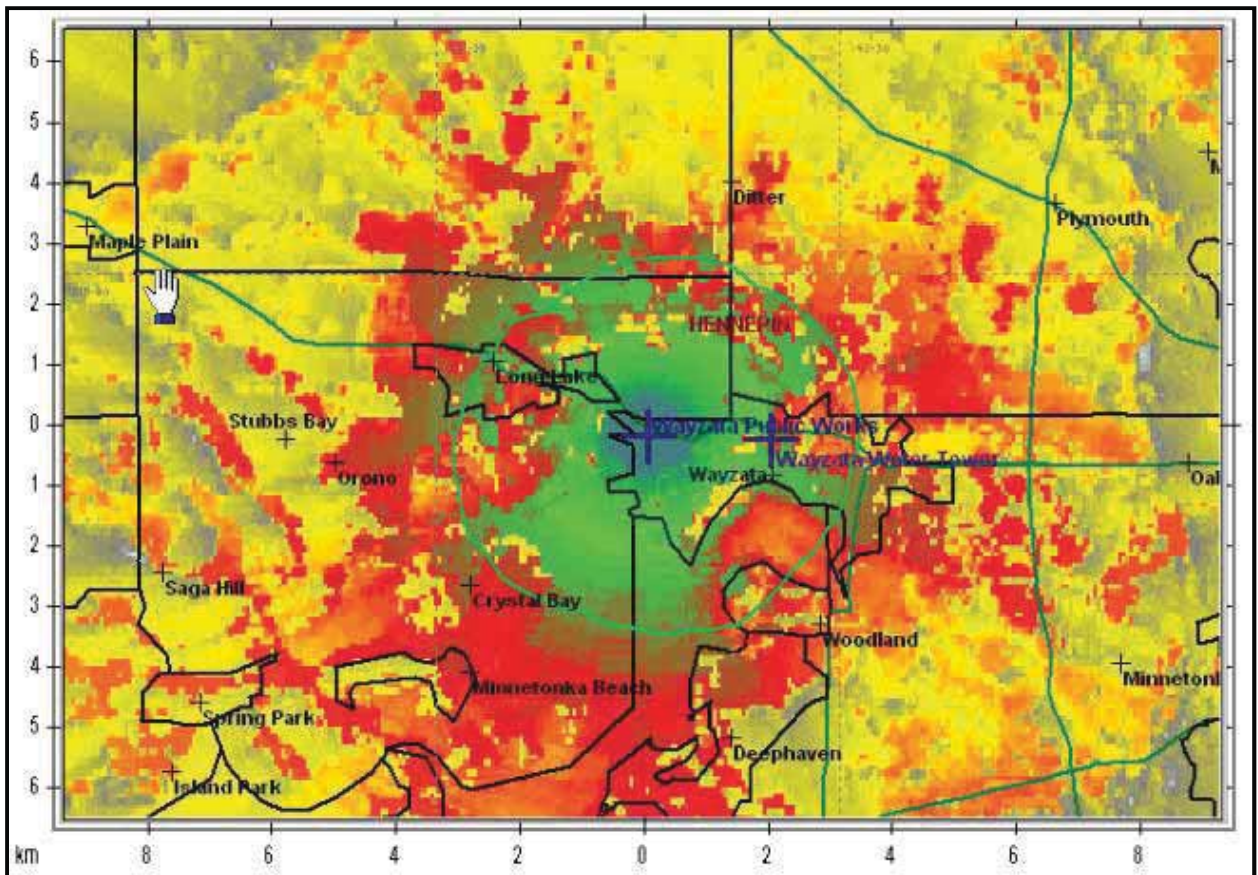


Figure 10 – Public Works Tower – 190' Coverage Prediction



Comments: Of the alternate sites considered, the public works site has the lowest ground elevation and therefore is least able to provide comparable height to the Gardner Street Tower site. The site, like the Summit Park Cemetery site, is on the west end of the city and this shift in coverage is difficult to make up by adding height to the structure. It is likely that coverage on the east end of Wayzata would suffer without the addition of another site to the east or significant increase in tower height at the sight such that its development would become unfeasible. Of the alternate sites considered, this site is most suitable for development from a constructability and occupancy perspective because the site is already used for municipal purposes, and because the city occupies the site as a public works facility.

4.5 Alternate Site # 3 – Broadway Ave Snow Storage Site

Site Location: Address: 550 Broadway Avenue North, Wayzata, MN 55391
Coordinates: 44-58-41.3148 N, 093-30-26.229 W
Ground Elevation (AMSL): 296 Meters, 969 Feet
Parcel Area: 0.76 Acres, 33,011 sq.ft.



Pros	Cons
Highest ground elevation of alternate site options	Adjacent to residential properties
Level site	Marginal space, .76 Acre
Site is already cleared	Telecom site would displace current snow storage area & construction staging uses
Good access to power & utilities	
Good proximity to Hwy 12 Bypass	

Proposed Development: The site is suited to accommodate a self supporting lattice radio tower and associated equipment compound. To determine the desired future tower height requirement we have compared the G-AMSL elevation and the HAAT figures from the Gardner Towers Site and 550 Broadway Avenue site. To provide for antenna HAAT comparable to the Gardner Street Tower site, the new structure height would need to be 180 ft. The tower and equipment shelter compound should be fully fenced to provide for site security. The current use of the site for snow storage or construction materials staging would need to be discontinued or substantially reduced. Power appears to be available in close proximity to the site but would need to be extended to feed the new compound area.

Service Area Comparison: Figure 11 reflects the predicted radio system coverage from the existing Gardner Street Towers site, with antennas at the top height of 150 feet to tip. Figure 12 reflects the predicted radio system coverage from the proposed new Public Works site with an antenna height of 190 feet to tip.

Figure 11 – Gardner Street Tower – 150' Coverage Prediction

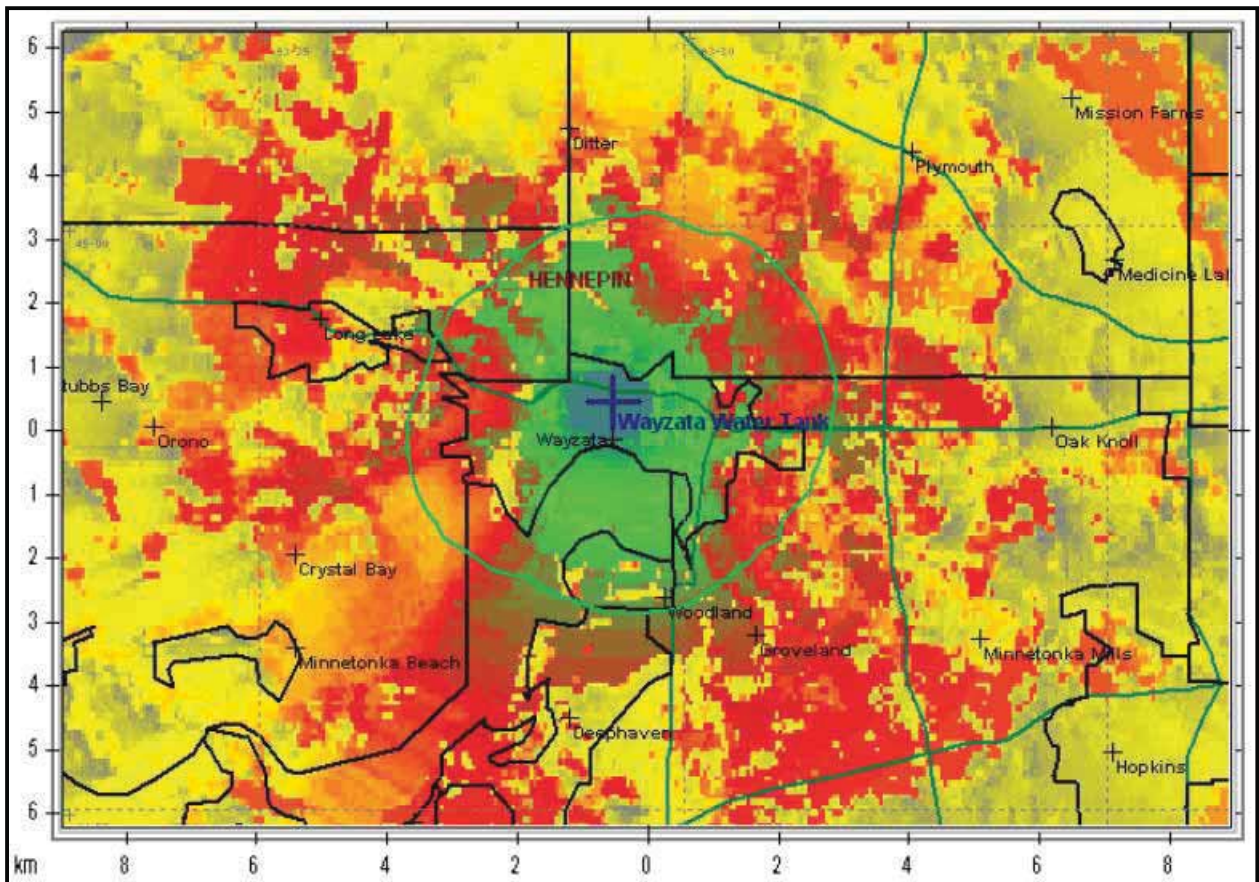
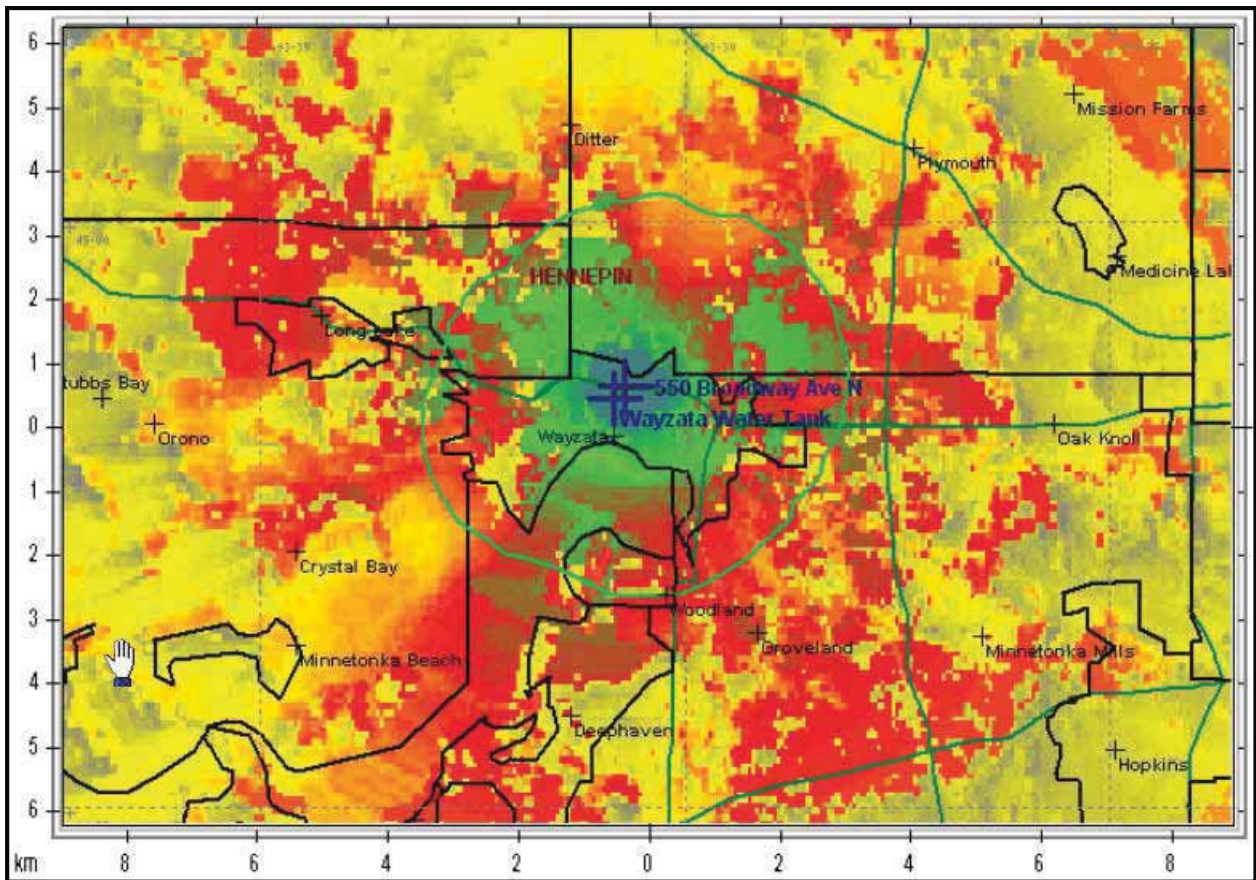


Figure 12 – 550 Broadway Ave. Tower – 180' Coverage Prediction



Comments: Of the alternate sites considered, 550 Broadway Avenue offers the highest ground elevation. Because the difference in ground elevations between the Gardener Street Site and the Broadway Avenue site is within 25 feet, it is possible to provide comparable coverage from this alternate location. The site, like the current Gardner Street Tower site, is centrally located within the city and the shift in coverage pattern is therefore minimal. Of the alternate sites considered, this site most closely matches the current coverage propagation characteristics of the current site. As far as suitability for development, the site footprint is smaller than desired to accommodate a robust telecommunications site and compound, so careful planning is needed during the detailed design phase of site development at this location. This site may be limited in terms of future growth or expansion opportunities relative to the other sites evaluated.

4.6 Potential for a Two Site Alternative

Upon analysis and review of the site options presented above it becomes clear that although it is possible to compensate for reduced ground elevation, by erecting towers that are taller than the current Gardner Street Water Tower; it is difficult to replicate the current coverage footprint of the site when an alternate site is located to the far west end of the city. As with many real estate considerations the mantra of “location – location – location” also applies to the desirability of telecommunication sites.

One option that may compensate for the shift in location of alternate sites from the current site is the development of two telecommunication sites within the city to replicate, or even enhance, the coverage footprint and service levels provided from the current site. Two new sites, one to the west and one to the east, would likely compensate for the shift in coverage shown in the coverage prediction maps above. However, because the city owned property options did not provide for a suitable location on the east side of Wayzata this option is not explored in depth in this report. Other draw backs to this option include the duplicate expense to the city to develop two sites rather than one. Although the height of the towers needed in a two site option would likely be lower than a one site option, the cost and added expense of two sites would still be nearly double that of a one site option. In addition, this would require tenants to deploy and operate two sites rather than one to service the same customers.

4.7 New Telecommunication Site - Typical Site Development Costs

Each of the alternate possible telecommunications sites has its own unique site development design considerations. However, of the purposes of this alternate site development evaluation, we are able to compare these various factors, and find that many of the costs are common regardless of the site selected. This cost estimate table is based on past projects and estimates of typical industry materials and construction costs. This estimate should be considered preliminary, and for comparison purposes only. For future procurement, construction or site development purposes; a more robust investigation of a selected site will be needed and a detailed design of the tower and compound should occur. Table 1 gives comparative cost figures for the three sites identified earlier in this section.

Table 1 – Site Development Cost Comparison

Item #	Description	Summit Park 180' Guyed	Public Works 180' Self Support	550 Broadway 180' Self Support
1.0	PREPARE NEW SITE			
1.1	Detailed design, bid specs, and construction docs.	\$ 25,000	\$ 25,000	\$ 25,000
1.2	Clear and grade compound and tower locations	\$ 10,000	\$ 2,000	\$ 0
1.3	Access drive	\$ 6,000	\$ 0	\$ 0
1.4	Soils / Geotechnical	\$ 5,000	\$ 5,000	\$ 5,000
1.5	Tower structure w foundation (installed)	\$ 125,000	\$ 145,000	\$ 145,000
1.6	Ice Bridge to Compound w Spurs to Tenants	\$ 10,000	\$ 10,000	\$ 10,000
1.7	Equipment Shelter Compound: aggregate, gate, fence.	\$ 30,000	\$ 20,000	\$ 20,000
1.8	Site grounding system	\$ 8,000	\$ 6,000	\$ 6,000
1.9	New Electrical Service	\$ 10,000	\$ 6,000	\$ 8,000
1.10	Project PM and Construction Admin.	\$ 35,000	\$ 33,000	\$ 33,000
1.11	Subtotal	\$ 264,000	\$ 252,000	\$ 252,000
1.12	Contingency	\$ 13,000	\$ 13,000	\$ 13,000
1.13	New Site - Estimated Project Cost:	\$ 277,000	\$ 265,000	\$ 265,000
2.0 **	RELOCATE / ADD TENANTS (@ Tenant Expense)	* See Note	* See Note	* See Note
2.1	City related PM / Coordination / Legal	\$ 15,00	\$ 15,000	\$ 15,000
3.0	DECOMMISSION AND CLEAN UP @ GARDNER			
3.1	Remove Chain Link Fence	\$ 2,000	\$ 2,000	\$ 2,000
3.2	Remove Cables and Ice Bridges	\$ 3,000	\$ 3,000	\$ 3,000
3.3	Remove all Brush and Aggregate	\$ 3,000	\$ 3,000	\$ 3,000
3.4	Grade and Sod site	\$ 5,000	\$ 5,000	\$ 5,000
3.5	Project PM and Construction Admin.	\$ 2,000	\$ 2,000	\$ 2,000
3.6	Subtotal	\$ 15,000	\$ 15,000	\$ 15,000
3.7	Contingency	\$ 1000	\$ 1000	\$ 1000
3.8	Gardner Site Clean Up - Estimated Project Cost:	\$ 16,000	\$ 16,000	\$ 16,000
4.0	Total Estimated Project Cost: (w/o Tenant Costs)	\$ 308,000	\$ 296,000	\$ 296,000

**** NOTE:** Tenant Relocation Cost – This cost comparison table reflects projected city costs associated with development of a new Telecommunications Site. The comparison does not include the potentially substantial costs incurred by tenants of the site that may be requested by the city to relocate to an alternate location. The tenant relocation costs would vary based on the size, type, quantity and age of equipment in place. These costs could easily be in the range of \$75,000 to \$150,000, or more, per tenant. Some tenants may choose to upgrade or replace equipment at the time of a relocation which could also potentially increase their costs. Other tenants may feel the requirement to relocate is not operationally or financially acceptable and may choose to discontinue their lease arrangement with the City. Each tenant will need to evaluate the new site viability, the relocation costs, and other factors associated with their adjacent network and service areas to determine the total impact and cost for their operations.

5.0 Wayzata Telecommunications Ordinance

The purpose of a city ordinance is to promote and protect public peace, health, safety and welfare, and to guide growth and development in keeping with the City Charter. The ordinance should give clear and understandable direction and guidance to residents and businesses as to the allowable and accepted approaches and methods to develop and provide for telecommunication facilities and their operations within the city. It should provide a basis for local government decision making and inform citizens, developers, and decision-makers of the ground rules that guide development within the city.

The primary principles and requirements of a local Telecommunications ordinance are:

- **Serve a public purpose:** An ordinance must advance a public purpose, not the interests of a private person or party.
- **Consistency with state and federal laws and local charters:** The provisions of an ordinance must be consistent with state law; the ordinance may not conflict with or be preempted by a state law. The same holds true for federal law.
- **Clear and precise language:** If an ordinance is vague, ambiguous or indefinite so that it is impossible to determine what the ordinance requires or to determine the legislative intent, the courts will hold the ordinance void.
- **Reasonable in nature:** An ordinance must be reasonable both at first sight and as applied to a particular situation or it will be held invalid.

The main elements of a robust city ordinance include:

- Ordinance number
- Caption or “title”
- Preamble, or “whereas” causes
- Ordination clause
- Controlling provisions
- Severability clause
- Date of effect
- Number of readings
- Amendments between readings
- Signatures

In addition to the establishment of telecommunication ordinances, the city uses the Building Inspections Office to provide prompt response to public needs, questions and concerns regarding health and safety, and to effectively respond to violations and obtain property owners' compliance in correcting these violations.

To aid in the establishment of a proper and robust telecommunication ordinance for the City, SEH reviewed the content of the annotated draft Ordinance Section 31: Commercial Telecommunications Facilities and Residential Accessory Communications Device Uses ordinance dated last revised on 7/10/21012. The review included a comparison of terms and content with that of other local city ordinances such as the City of Minnetonka MN., the City Golden Valley MN., and the City of Hutchinson MN. In addition SEH staff evaluated the ordinance in relation to the principles and requirements of local ordinances as outlines above.

The general findings of this review are that:

- The current draft contains many of the needed elements for a telecommunications ordinance, but appears to be specifically written to address commercial facilities. It may be beneficial to broaden the scope of the ordinance to cover conditions of residential use such as amateur radio towers, roof top satellite antenna, or other special telecommunication applications and appurtenances.
- The layout and flow of the draft ordinance, and many of the terms and requirements seem to reflect the legal terms associated with telecommunications tenant lease document rather than a governing ordinance. There are terms and references such as lessee, liability insurance, lease agreement, performance bond, and others that are more appropriate for a legal agreement that are not typical ordinance references.
- There are references to items that may be considered objective or difficult to demonstrate or justify that can cause difficulty for enforcement of the ordinance. Examples include section 5. ii) “have no adverse impact”; and section C. i. J) “significant negative visual or property value impact”. If possible these references should be clarified or quantified with specific limitations or values.
- Section 1, Purpose and Intent, the statement identifies a reference to “establish transitional processes of relocation of facilities from the City’s water tower...”. This would be a one time and temporary process and may be more appropriate in a section other than the Purpose and Intent which should establish more long term, permanent and high level goals for the city related to Telecommunications Facilities.
- Section 4, Permitting, typically includes references fees required for applications, permits, and administrative processing. Other application specific requirements are also typically presented at the beginning of the ordinance. It may be beneficial to relocate Section 8 or to merge its content with Section 4.
- Section 5, Minimum Requirement for Commercial Telecommunications Facilities, appears to assume or require that all applications are for city owned properties only. Terms in this section may need to be made more general to apply to all telecommunication facilities within the city, whether on city property or private property.
- Sections 5, 6 and 7 have similar design and requirement themes and may be more clear and effective if combined or merged. For example the collocation design requirement does not initially come across as a firm requirement as it is listed as a sub bullet under Co-location Opportunity, rather than in the section for Minimum Requirements, or Design Standards.
- Throughout the draft ordinance document there is a need to review and edit the numbering and lettering bullet and sub-bullet references to assure accuracy, consistency and uniformity of the referencing scheme of the document.

6.0 Telecommunication Site Safety Standards and Best Practices

There are many site safety standards to consider when evaluating existing telecommunication sites or planning for the development of new sites. This section is intended to highlight issues associated with protecting adjacent properties and casual non-professional citizens that may be in the general proximity of a telecommunications site. For more detailed references to information on this topic specific to employees or contract professionals that may operate or work at the site or on the tower; one of the most comprehensive and pertinent resources for Telecom site safety standards is the US Department of Labor – Occupational Health and Safety Administration (OSHA) Subpart R – Special Industries, Standard Number 1910.268 Telecommunications. This section sets forth safety and health standards that apply to the work conditions, practices, means, methods, operations, installations and processes performed at telecommunications centers and at telecommunications field installations, which are located outdoors or in building spaces used for such field installations.

For general site safety there are some best practices recommendations to consider in particular related to design and layout of the site, and related to marking and warning signage of the site. In addition to OSHA prescribed safety requirements, there are various generally accepted industry guidelines or best practices that regularly appear in the industry research. Telecommunication site safety and best practices areas of interest include the following:

6.1 Site Selection

The ideal site for a cellular tower would be flat with level ground, good soil compaction qualities and a low water table. Areas to avoid include flood plains, wetlands, wildlife habitats and any areas with known soil problems. For a guyed tower, the site should also be of sufficient size to accommodate a guy radius, from the tower base to the outer anchor heads, of 70-80 percent of the overall tower height, plus 15-20 feet to accommodate the foundations. Generally, guyed towers are less expensive above 100 feet however if the desired location is in a metropolitan area where land is very expensive, it may make economical sense to consider a self-supporting tower. The site area must also be large enough to accommodate the required compound for the carrier equipment shelter(s).

In many cases, the tower site selection will require approval from a zoning board, planning commission, and will have to meet state government other agency rules and regulations along with FCC and FAA rules, regulations and approvals.

6.2 Tower Setbacks

Tower setbacks are governed by local, state, and municipal rules. Generally, guyed towers should be setback at a distance equal to 200% from any offsite residential structure, adjoining parcels, rights of way and roads and streets. Monopole towers may have a 20% reduction in the required setbacks. The minimum lot area should be about 1.5 times the fall zone. The lot area should also not encompass any public road or railroad right of ways.

6.3 Fall Zone

The fall zone is the area on the ground within which there is a potential hazard from falling debris or the collapsing of the tower. The fall zone distance is generally from the base of the tower to the property should generally not be less than 1.5 times the height of the tower and be contained within the property lines.

6.4 Environmental Factors

Environmental factors such as wind, ice loading conditions, and the structure of the soil on which the tower stands need to be taken into consideration. Accepted codes such as EIA/TIA for the tower industry need to be followed. Other codes include Uniform Building Code, the Standard Building Code, and the National Building Code, or the wind load requirements as defined by ANSI (American National Standards Institute).

For ice loading consideration, the EIA/TIA-222-G Code appendix should be referred to. This code requires ice load consideration but does not stipulate ice load amounts or wind velocity. It is important to include ice in the tower analysis and this should be discussed with the tower vendor at the time of quoting to get a better definition of the effects on the particular tower requirements. For Soil type and structure of the subsoil it is essential to have a geological analysis (soil report) done on for the site and to provide this to the tower manufacturer prior to tower design. For guyed towers, a boring should be taken at each guy anchor location as well as at the base of the tower. A minimum of one boring should be done however if a large disparity in the soil conditions is encountered from one boring to another or if there is a large elevation difference from one position to the next, additional borings should be taken at all anchor locations.

6.5 Lighting and Painting

Required lighting and painting of a radio tower is determined by the FAA on a site-by-site basis. The FCC always requires an FAA determination that an antenna tower will not pose an aviation hazard before it will grant permission to build that antenna tower and a specific FAA permit is required for each site and will stipulate the markings required. Tower lighting and painting requirements are based upon the advisory recommendations of the FAA, which are set forth in two FAA Advisory Circulars. 47 CFR §§ 17.21-17.58. If tower lighting is required, the tower owner may be requested to install a lighting controller with remote sensing alarms which can be incorporated with the site alarm system to indicate various modes of lighting failure

6.6 Security

The tower and equipment shelter(s) should be protected from unauthorized access by appropriate security measures. An enclosed fence not less than six (6) feet in height should surround the perimeter as well as no climb security measures provided on the tower or support structure. For a guyed tower, it is advisable to also provide security fencing around each of the guy anchors.

Safety Signs: The American National Standards Institute (ANSI) has a standard for hazard communication via signs. This provides a structured approach to signing a facility that is uniform across industries and hazards. There are different classifications of hazards and warning signs that may include: Notice, Caution, Warning, and Danger. When you see an ANSI-compliant Danger sign, it should mean the same thing whether the hazard is RF, electrical, chemical, mechanical, or whatever.

Some of the most common signs used at telecommunication sites include:

Tower Registration Sign - Designed to help tower owners comply with FCC rules on tower registration that became effective in 1996.



RF Field Level Signs - RF field level signs come with three different action words at the top of the sign: NOTICE, CAUTION, or WARNING. The signs related to RF fields are based on the Maximum Permissible Exposure (MPE) limits established by the Federal Communications Commission (FCC). The FCC has two tiers of MPE limits for RF field levels. The more restrictive limits are for General Population/Uncontrolled exposure. The NOTICE sign refers to fields that may exceed this level. The CAUTION and WARNING signs refer to fields that may exceed human limits—the FCC MPE limits for Occupational/Controlled exposure. The Tower CAUTION and Water Tank CAUTION signs refer to RF field levels on the tower or water tank. The three basic signs refer to field levels “beyond this point.”



7.0 Lease Conversion Option Evaluation

On May 8, 2012 the City of Wayzata received a proposal from Unison Site Management that offered a cell site lease conversion program offer for the Gardner Street Water Tower site. The offer would provide for a lump sum payment in exchange for a purchase of a defined easement for the cell site. The offer anticipated that Unison would manage the site and receive revenue from the current site tenants including: AT&T, Verizon Wireless, Sprint PCS, T-Mobile, and Nextel Communications. The Unison financial offer proposed a one-time initial payment to the City of Wayzata of \$ 2.75 million. The offer does not stipulate the time commitment of their offer (ie; 10 years, 25 years, in perpetuity, etc.). The cumulative projected revenue stream for the site, inclusive of the 5 current tenants, is \$21,502,585 per month, with a 5.0% annual escalation. The 2012 total annual revenue generated by the Gardner Street Water Tower Site is estimated at \$258,055.

The current lease revenue from the site is shown in the table below.

Table 2 – Gardner Street Tower – Annual Telecom Revenue

CURRENT ANNUAL REVENUE FROM TELECOMMUNICATION TENANTS					
Vendor	Lease Started	Auto Lease Renewal Ends	2011	2012	2012
AT&T	4/2/1985	4/1/2021	\$54,021	**727.21 per Ant. + 363.64 gmd. Lease	\$56,722
Nextel	12/8/1997	1/1/2018	\$29,502	727.21 per Ant. + 399.81 gmd. Lease	\$30,977
Qwest (Terminated '06)	4/1/1999	1/1/2020		Terminated Lease	
Sprint	4/1/1997	1/1/2018	\$54,021	727.21 per Ant. + 363.64 gmd Lease	\$56,722
T-Mobile	3/20/1997	1/1/2018	\$54,176	727.21 per Ant. + 363.64 gmd Lease	\$56,885
Verizon	12/20/2001	1/1/2007 + 15 years If not contested	\$54,047	727.21 per Ant. + 365.89 gmd Lease	\$56,749
			*Total 2012 Lease Revenue:		\$258,055

There are a number of items to consider when evaluating the merit of the Unison proposal. Both financial and operational considerations should be explored, as well as the near term and long term implications of the decision. Below is a brief review of the pros and cons of this offer followed by a financial analysis of the proposal. Both these elements, the pros and cons and the financial considerations, will help to determine the viability or desirability of the Unison proposal.

Table 3 – Lease Purchase Pros and Cons

Pros	Cons
Secures current value of asset, protects against future wireless market uncertainty and risks such as consolidation or mergers of carriers, or technology changes that may diminish the need for high site wireless communications	Could introduce the potential of loss of control over site aesthetics, future site uses, and other site management concerns.
For financially distressed municipalities the sale of leases provides lump sum cash relief to assist with meeting near term budget gaps.	Reduces the flexibility of the City to take action for future moves, changes, or additions to the site.... You are committed far into the future.
Unison site management may relieve the City from administrative and clerical tasks associated with managing the carriers on the site.	The city may forgo future potential revenue opportunities. Society is more and more dependent on wireless communications and there is continued growth in demand for mobile video, mobile entertainment, wireless smart machine technology in the home, and increased telematics and transportation industry wireless communications. These industry factors all indicate that a desirable wireless communications site is a reliable revenue source into the future.

The financial analysis showing the Net Present Worth (using general net present value discounted rate of return calculations) of the Unison Offer is included in the table below. The assumptions include an 8% discount rate for future year revenue projections to accommodate a typical expected investment return. An additional calculation is shown with the current Federal Reserve Discount Rate of 1.25% as a comparison. The table includes two series of revenue projections with the first including all 5 current tenants, the second omits the Nextel revenue from all future year revenue calculations. The table shows a projected 8% profit margin for Unison and a complete payback period for of approximately 14 years. All revenue beyond the 14th year would be Unison profit. These calculations do not account for site management operating costs that may be incurred by Unison.

Table 4 – Unison Proposal Discounted Revenue Table

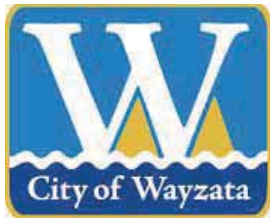
Number of Years	Annual Projected Revenue	Estimated Expected Rate of Return (@ 8%)	Revenue discounted at Fed Rate of 1.25%	Annual Projected Revenue (less Nextel)	Estimated Expected Rate of Return (@ 8%)
1	\$258,055	\$238,940	\$254,869	\$227,078	\$210,257
2	\$270,958	\$232,303	\$264,309	\$238,432	\$204,417
3	\$284,506	\$225,850	\$274,098	\$250,353	\$198,739
4	\$298,731	\$219,576	\$284,250	\$262,871	\$193,218
5	\$313,667	\$213,477	\$294,777	\$276,015	\$187,851
6	\$329,351	\$207,547	\$305,695	\$289,815	\$182,633
7	\$345,818	\$201,782	\$317,017	\$304,306	\$177,560
8	\$363,109	\$196,177	\$328,759	\$319,522	\$172,628
9	\$381,265	\$190,727	\$340,935	\$335,498	\$167,832
10	\$400,328	\$185,429	\$353,562	\$352,273	\$163,170
\$3,245,788		\$2,111,807	\$3,018,271	\$2,856,163	\$1,858,305
11	\$420,344	\$180,279	\$366,657	\$369,886	\$158,638
12	\$441,362	\$175,271	\$380,237	\$388,380	\$154,231
13	\$463,430	\$170,402	\$394,320	\$407,799	\$149,947
14	\$486,601	\$165,669	\$408,924	\$428,189	\$145,782
15	\$510,931	\$161,067	\$424,069	\$449,599	\$141,732
\$5,568,456		\$2,964,494	\$4,992,478	\$4,900,017	\$2,608,635
16	\$536,478	\$156,593	\$439,776	\$472,079	\$137,795
17	\$563,302	\$152,243	\$456,064	\$495,683	\$133,968
18	\$591,467	\$148,014	\$472,955	\$520,467	\$130,246
19	\$621,040	\$143,902	\$490,472	\$546,490	\$126,628
20	\$652,092	\$139,905	\$508,637	\$573,815	\$123,111
\$8,532,835		\$3,705,151	\$7,360,382	\$7,508,551	\$3,260,384
21	\$684,697	\$136,019	\$527,476	\$602,506	\$119,691
22	\$718,932	\$132,241	\$547,012	\$632,631	\$116,366
23	\$754,878	\$128,567	\$567,272	\$664,262	\$113,134
24	\$792,622	\$124,996	\$588,282	\$697,475	\$109,991
25	\$832,253	\$121,524	\$610,070	\$732,349	\$106,936
\$12,316,216		\$4,348,498	\$10,200,493	\$10,837,774	\$3,826,503

SEH RECOMMENDATION – Unison Proposal: SEH does not find the current Unison proposal to include sufficient detail, or provide a significant enough financial advantage over the current revenue stream. Therefore SEH recommends that the city not accept the current Unison offer. If the City is considering the potential for a one time conversion of future revenue in exchange for a single lump sum present day payment, it is recommended that the site be advertised for the lease sale and a reverse auction style bid process be undertaken to

assure that multiple real-estate investment and site management firms have an opportunity to evaluate the site and its revenue potential. This form of competitive approach is most likely to give the City a robust financial offering. This approach will also allow the city to set specific operations requirements, protect the water tower asset and the site for its intended municipal water uses, and assure all terms and conditions of a lease purchase can be clearly established and set by the city.

Appendix A

Tenant Survey



City of Wayzata Public Works
299 Wayzata Blvd. West
Wayzata, MN 55391

Director of Public Service

David Dudinsky

Superintendent

Jim Eibensteiner

Secretary

Rebecca Jones

TO: Tenant; City of Wayzata Gardener Tank

FROM: Dave Dudinsky, Director of Public Service
City of Wayzata

Andrew Terry, PE
SEH Inc.

DATE: September 13, 2012

RE: Wayzata – Gardner Street Water Tank
Alternative Telecom Site Options Analysis Survey
SEH No. WAYZA 121596

On August 09, 2012 the Wayzata City Council authorized the Director of Public Service to proceed with development and technical review of alternative telecommunication site options within the city to accommodate current and future telecommunication carrier tenants. The options assessment and site evaluation study is intended to determine the feasibility of relocating the current telecommunication carriers from the existing Gardner Street Water Tank to some alternate location or proposed new structure. All current telecommunication carriers that hold leases to the site are being surveyed to determine their minimum site design requirements and to document comments and concerns regarding the potential for an alternate site development and relocation project.

The purpose of this memo is to request your time for the completion of the attached brief information survey and to request your participation in a follow up telephone conference with the City and its engineering consultant, SEH Inc. The telephone discussion is to further discuss the site relocation options evaluation process, to review site design considerations, and to document your concerns as the city explores its options related to a possible future site development and relocation project. Each tenant will be asked to participate in an independent conference call, and all data collected will be tabulated in generic formats with anonymous references to tenants to provide as much confidentiality as is possible.

We request your response to the attached survey document no later than September 26th 2012. We propose to conduct the follow up conference call discussions the week of October 1st, 2012.

Please return completed surveys to Andy Terry, aterry@sehinc.com; or via fax at 651.490.2150. Also please provide a preferred conference call recommendation for the week of October 1st.

Questions regarding this Options Assessment Project or the Information Collection Survey can be directed to Andy Terry at 651.490.2147 or Dave Dudinsky at 952.404.5361.

City of Wayzata – Gardner Street Water Tank Telecommunication Site Options – Data Collection Survey

Cellular Site, Carrier Requirements

Tenant Information

1. Names, addresses and telephone numbers of the Cellular Provider:
 - a. Tenant Name: _____
 - b. Address: _____
 - c. Primary Contact Name: _____
 - d. Phone No.: _____
 - e. Fax No.: _____
 - f. E-mail address: _____

Service Area

1. Define the service area requirements for this site (Geographic Coverage/ Square Miles)?

2. Signal Strength/Coverage Requirements? _____
3. Data Usage Capacity/Throughput: _____
4. Call Clarity & Network Speed: _____

Coverage Considerations

1. Minimum AMSL/HAAT requirement? _____
2. Maximum site-spacing/search eye radius between sites. _____

Antenna/Feed line Requirements

1. Number of antennas and type (Identify model number). Or provide the type of antenna and its effective projected area [EPA]? _____
2. Antenna Heights / Locations: (Provide RAD center heights and azimuths) _____
3. Feed line requirements (Detail the size of the transmission line or the manufacturer's part number) _____
4. Feed Line Attachment: (Provide details on the distribution of the antenna lines and the type of mounting hardware that will be used such as clusters or blocks).

City of Wayzata – Gardner Street Water Tank Telecommunication Site Options – Data Collection Survey

Transmitter Equipment

1. Provide a list of the frequency band(s) and frequencies that you operate on?

2. Transmitter output power or antenna amplifier specification:

Equipment Shelter Space Requirements

1. What space requirements, rack requirements?

2. How many racks do you require? _____

3. If providing your own shelter, please specify the foot print space required. _____

Utility Requirements

1. Electrical Power Requirements _____

2. Backup Generator? _____

3. HVAC Requirements? _____

Transport Carrier Requirements

1. What type of Telecommunication Transport is required (i.e. T1 Leased Line, Fiber Optic, Microwave, DSL, Fiber, Cable?) _____

2. What are the bandwidth requirements? _____

Site Access and Security Requirements

1. What are your security requirements? _____

2. What are your access requirements? _____

Other Specific Site Requirements

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MEMORANDUM

To: Heidi Nelson

From: Brian T. Grogan

Date: September 11, 2014

Re: Franchise Renewal – City of Wayzata, MN

Franchise Term

The existing Cable Television Franchise Agreement expired on or about July 1, 2013. The City has adopted resolutions extending the franchise term through September 30, 2014. An additional extension of the franchise term is required. City staff continues in negotiations with Mediacom in order to reach mutually acceptable franchise terms and conditions, anticipated in the next 2 months.

Franchise Fee Desk Report

Mediacom sent a letter on April 22, 2014 which included payment to the City in the amount of \$3,984.41 for outstanding franchise fees owed from 2010-2011. In addition, by letter dated May 15, 2014 Mediacom sent the City payment in the amount of \$7,001.74 for franchise fees owed from 2012-2013 as well as payment in the amount of \$1,149.80 for interest owed for the years 2010-2011. The City and Mediacom have resolved all issues related to outstanding franchise fee payments.

Draft Renewal Cable Television Franchise

A draft renewal cable television franchise was sent to Mediacom on November 22, 2013. Mediacom provided its written response on January 20, 2014. By letter dated March 6, 2014 the City provided its response to Mediacom's proposed changes. The city and Mediacom met face-to-face over the summer to narrow the list of outstanding issues. The City is currently working on a revised cable television franchise to address acceptable changes to the document. The next step is to send the revised document to Mediacom and schedule another face-to-face meeting with Mediacom in hopes of finalizing the franchise.

Recommendation

Consider adopting the attached Resolution extending the franchise term through December 31, 2014 in order to complete franchise renewal negotiations with Mediacom.

RESOLUTION NO. 26-2014

GRANTING MEDIACOM MINNESOTA LLC A FRANCHISE EXTENSION THROUGH DECEMBER 31, 2014

WHEREAS, on or about June 16, 1998, the City of Wayzata, Minnesota (“City”) passed and adopted a Cable Television Franchise Agreement granting a fifteen (15) year franchise (“Franchise”) to Triax Midwest Associates, L.P.(“Triax”); and

WHEREAS, the Franchise was accepted by Triax on July 1, 1998 and is currently held by Mediacom Minnesota LLC (“Mediacom”); and

WHEREAS, the initial term of the Franchise expired on or about July 1, 2013; and

WHEREAS, the City adopted Resolution No. 17-2013 on June 4, 2013 extending the term of the Franchise until December 18, 2013; and

WHEREAS, Mediacom executed said Resolution No. 17-2013 and agreed to continue complying with the Franchise, as amended by the Resolution; and

WHEREAS, the City adopted Resolution No. 47-2013 on December 17, 2013 extending the term of the Franchise until March 31, 2014; and

WHEREAS, Mediacom executed said Resolution No. 47-2013 and agreed to continue complying with the Franchise, as amended by the Resolution; and

WHEREAS, the City adopted Resolution No. 08-2014 on March 18, 2014 extending the term of the Franchise until September 30, 2014; and

WHEREAS, Mediacom executed said Resolution No. 08-2014 and agreed to

continue complying with the Franchise, as amended by the Resolution; and

WHEREAS, the City and Mediacom are interested in continuing informal renewal negotiations and desire to extend the current Franchise term from October 1, 2014 through December 31, 2014; and

WHEREAS, both the City and Mediacom desire to extend the term of the Franchise to facilitate renewal negotiations under state and federal law.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Wayzata, Minnesota hereby resolves as follows:

1. The Franchise is hereby amended by extending the term of the Franchise from October 1, 2014 through and including December 31, 2014 unless earlier renewed by the parties.
2. Except as specifically modified hereby, the Franchise shall remain in full force and effect.
3. The City and Mediacom hereby agree that neither waives any rights either may have under the Franchise or applicable law.
4. This Resolution shall become effective upon the occurrence of both of the following conditions: (1) The Resolution being passed and adopted by the Wayzata City Council; and (2) Mediacom's acceptance of this Resolution.

Adopted by the City Council of Wayzata, Minnesota, this 16th day of September,
2014.

CITY OF WAYZATA, MINNESOTA

By: _____
Mayor Kenneth Willcox

ATTEST:

City Manager Heidi Nelson

ACTION ON THIS RESOLUTION:

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution:

I hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the City Council of the City of Wayzata, Minnesota, at a duly authorized meeting held on September 16, 2014.

Deputy City Clerk Becky Malone

SEAL

ACCEPTANCE

Mediacom Minnesota LLC, hereby accepts the terms, provisions and recitals of
the City of Wayzata Resolution No. 26-2014.

DATED: _____, 2014

MEDIACOM MINNESOTA LLC

By: _____

Its: _____

Sworn to before me this _____

day of _____, 2014.

Notary Public