



HERITAGE PRESERVATION BOARD MEETING AGENDA

October 16, 2023 11:30 a.m. – 1:00 p.m.

Wayzata City Hall Community Room
600 Rice Street East
Wayzata, MN 55391

1. Roll Call
2. Approve Agenda
3. Approve Meeting Minutes of August 28, 2023
4. Staff Updates
 - a. Klapprich Park Plan Review
 - b. Cemetery Plaque Update
 - c. 2024 Calendar
 - d. Recruitment
5. Work Plan Items
 - a. Centennial Homes List
 - b. Preservation Easement Webpage Review
 - c. Mayor's Award Update
6. New Business from Board Members
7. Adjournment

Heritage Preservation Board Meeting Minutes of August 28, 2023

11:30 a.m. – 1 p.m., Wayzata City Hall Conference Room

1. Roll Call

Board Members Sue Ankeny and Judy Starkey were present, along with guest Kelly Gratton and Assistant Planner Valerie Quarles (staff liaison).

2. Approve Agenda

The agenda was approved unanimously.

3. New Business from Board Members

The board discussed placing an article in the newspaper about Just Deeds, Judy Starkey's participation in the program, and Wayzata's continued participation in the program. It was also confirmed that Just Deeds should be one of the posterboards at the HPB's booth at James J. Hill Days.

Member Starkey stated that she had received a comment about the plaque at the cemetery at Walker Avenue and Wayzata Boulevard and asked whether the HPB could consider updating the plaque with the HPB's budget. Planner Quarles noted that she would look into potential costs and the current wording of the plaque.

4. Staff Updates

a. HPB Budget Update

Planner Quarles gave an update on the HPB's remaining funds for the year, which were significant, and noted that she would check into whether the funds were a "use it or lose it" situation or if they would carry over into the next year.

b. Panoway Donation

Planner Quarles gave an update on the most recent donation to the Panoway project, which totaled \$500,000, and how that affects the fundraising goal for the Section Foreman House. The group discussed a potential Give to the Max campaign from the Wayzata Conservancy. The group also discussed whether opening up the Section Foreman House for James J. Hill Days could be a good way to promote the building. Planner Quarles said that she would check to see if they could receive additional City staff support for this activity.

c. Just Deeds

The board noted that they had already talked about this item under "New Business".

d. Preservation Easement Webpage

Planner Quarles stated that this work was in progress and that a draft webpage would be available for the board to review in the future.

e. Mayor's Award Update

Planner Quarles stated that she was coordinating with the City Manager to solidify the process for granting the Mayor's Award.

5. Work Plan Items

a. Section Foreman House Fundraising

The board discussed where the Section Foreman House model would live during James J. Hill Days. Member Starkey noted that she had been in communication with Blake Sandvold of the Wayzata Conservancy about displaying it in their tent.

b. James J. Hill Days Planning

Planner Quarles updated the group on overall planning items for James J. Hill Days. She noted that the City had bought a Wayzata-branded tent, which increases visibility, adds legitimacy to the HPB as a separate entity from the Wayzata Historical Society, and saves annual rental costs. The group then reviewed availability for the weekend, planned coverage, and considered other topics for posterboards as well as trivia questions and prizes.

c. Centennial Homes List

Planner Quarles gave an update on her progress on this item. Ms. Gratton mentioned that one of the houses that had been considered by the group previously is owned by her partner.

d. Recruitment

i. Meeting Times

The group agreed that meeting midday would be sustainable moving forward and could significantly help recruitment efforts.

6. Other Items

The board had an extended discussion regarding the Blue Water Theater and potential outreach efforts. Planner Quarles made adjustments to the 2023 Work Plan.

7. Adjournment

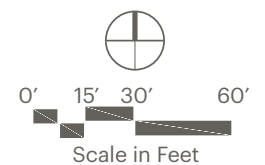
The meeting was adjourned at 12:45 p.m.



Klapprich Park | Final Concept Plan

Wayzata, MN

August 23, 2023 | WSB Project number: 022538-000



City of Wayzata 2024 Meeting Calendar



January 2024						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
30						

May 2024						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June 2024						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July 2024						
S	M	T	W	Th	F	S
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August 2024						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September 2024						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2024						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 2024						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2024						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- Energy & Environment 5:00 PM
- Planning Commission - 6:30 PM
- City Council - 7:00 PM
- Charter Commission - 9:00 AM
- Lake Minnetonka Conservation District (LMCD)
- Heritage Preservation Board (HPB) - 11:30 AM
- Housing & Redevelopment Authority (HRA) - 7:30 AM
- Parks & Trails Board - 6:00 PM
- Elections (see below)
- Night to Unite

Meeting dates and times are subject to change. Dates can be confirmed by calling City Hall.

- Holiday Observed
City Offices Closed

2024 Election Dates

February 27—Precinct Caucus
 March 5—Presidential Nomination Primary
 March 26—Special Primary Election (Hennepin Co Commissioner)
 April 9—Special Election (Hennepin Co Commissioner)
 August 13—State General Primary Election
 November 5—State General Election

Revised
10/4/2023

Wayzata Heritage Preservation Board

October 2023 Work Plan Update

October → December 2023

October

Events	Initiatives	Accomplishments
Meeting October 16.	Explore and fulfill “additional responsibilities of the board” within bylaws, including historic places survey and heritage education.	

November

Events	Initiatives	Accomplishments
Potential for an additional meeting to be scheduled if 3 or more board members can attend.	Prepare annual report for 2023. Have Mayor’s Award on track for public meeting. In-person meeting with Blue Water Theater.	

December

Events	Initiatives	Accomplishments
Official meeting December 28.	Send out Centennial Home Awards. Prepare 2024 Work Plan.	

March → September 2023 (Old)

March

Events	Initiatives	Accomplishments
No meeting March 30 – looked to reschedule for April.	Create new marketing materials for Just Deeds and gather testimonials. Create recruitment materials for new members.	Sue reached out to members of her network so that they can join the board next year. Judy is coordinating with Nate Leding to get something in <i>Wayzata Together</i> . Val is writing an email to go out to all participants in the Just Deeds program.

April

Events	Initiatives	Accomplishments
No April meeting.	Reach out to specific homeowners regarding preservation easements.	Val and Judy discussed targeted preservation easement outreach.

Remember • Restore • Revitalize

Wayzata Heritage Preservation Board

October 2023 Work Plan Update

	<i>Create promotion for preservation easements to be housed on City website.</i> Decide whether Mayor's Award program is achieving goals and adjust as needed. Continue Just Deeds work.	
--	--	--

May

Events	Initiatives	Accomplishments
Meeting May 1.	Explore maintenance of the Trapper's Cabin. Explore funding for accessibility improvements to historic buildings. Review building permit process for cultural resource archaeology.	Val coordinating with Public Works on Trapper's Cabin. MN Historic Rehab Tax Credit about to be reinstated. Val reached out to MN Office of the State Archeologist.

June

Events	Initiatives	Accomplishments/Updates
Official meeting June 29.	Reach out to historic buildings with accessibility challenges and offer partnerships to improve access. Reach out to other history organizations around Lake Minnetonka and discuss opportunities to partner. Plan Burial Mounds education.	Process begins to consolidate Lake Minnetonka history organizations under one roof.

July

Events	Initiatives	Accomplishments
No July meeting.	Explore and apply for additional funding for Section Foreman House renovation. Prepare list of new Centennial Home Award properties and coordinate the creation of award materials.	Article published in <i>Wayzata Together</i> about HPB. \$500,000 donation to Panoway. Staff has been applying for grants.

August

Events	Initiatives	Accomplishments/Updates
Meeting August 28.	Prepare for James J Hill Days. Create any displays and/or surveys to best utilize public opportunity.	

Remember • Restore • Revitalize

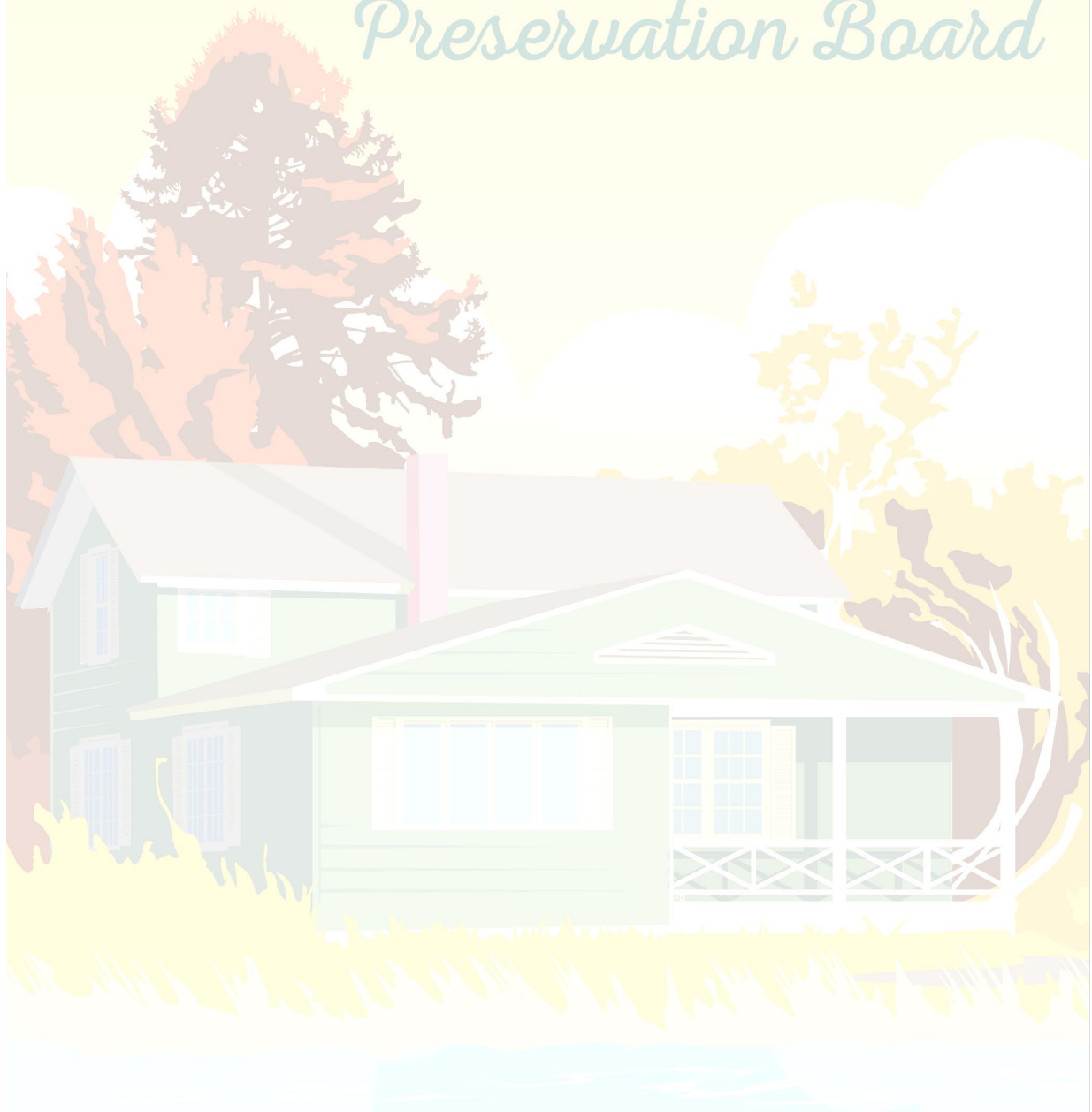
Wayzata Heritage Preservation Board

October 2023 Work Plan Update

September

Events	Initiatives	Accomplishments
James J Hill Days September 8-10. Rescheduled official meeting September 28.	Staff booth at James J Hill Days. “Give to the Max” promotion with Wayzata Conservancy to raise funds for Section Foreman House.	Staffed JJ Hill Days booth and conducted outreach and recruitment. Displayed materials related to Just Deeds, Section Foreman House, and HPB purpose and recruitment.

Preservation Board



Remember • Restore • Revitalize