



WAYZATA HERITAGE PRESERVATION BOARD

Meeting Agenda

Wayzata City Hall Community Room, 600 Rice Street

Thursday, July 25, 2024

11:30 AM

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Minutes**
 - a. Approve June 27, 2024 Heritage Preservation Board Meeting Minutes
- 4. Old Business**
 - a. Discussion of 2024 Work Plan and Budget
 - b. Old Business
- 5. New Business**
 - a. Discuss Mounds View Racial Covenant Ordinance
 - b. New Business From Members
- 6. Other Items**
 - a. City Calendar and Minutes Rotation Schedule
- 7. Adjournment**

Members of the Heritage Preservation Board and some staff may gather at the Wayzata Bar and Grill immediately after the meeting or a purely social event. All members of the public are welcome.



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: July 25, 2024	AGENDA ITEM: 3.a
TITLE: Approve June 27, 2024 Heritage Preservation Board Meeting Minutes	
PROPOSED MOTION: To approve the Draft Meeting Minutes of June 27, 2024.	
PREPARED BY: Valerie Quarles, Assistant Planner	
REVIEWED BY:	

ACTION REQUESTED:

Staff recommends approval of the attached minutes.

FINANCIAL OR BUDGET CONSIDERATION:

N/A

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

BACKGROUND:

See the attached draft meeting minutes for the HPB's review and approval. This meeting's minutes were prepared by Sonya Travanty.

ATTACHMENTS:

1. Draft HPB Meeting Minutes of June 27, 2024

Wayzata Historic Preservation Board Meeting Notes

June 27, 2024

11:42 am – Meeting called to order

- Board members Gharrity, Starkey, and Travanty were present, along with Assistant Planner Quarles. 4th member arrived at 11:55 am (Ankeny).

Budget Update:

- We have spent \$1500 between the Centennial Homes Celebration, Mayor's Award, and James J. Hill Days.

Summer Programming:

- LMHS (Lake Minnetonka Historical Society) is offering many programs and activities in Wayzata this summer to promote the History of Wayzata. An idea we had of a walking tour is already happening through LMHS.
- As a board, we will look to move summer programming to spring of 2025 and look into co-programming with the LMHS.
- A consideration to move our meeting date to the beginning of the month, rather than the end was brought up. Will be discussed at a later date.

James J Hill – September 7 & 8 – Street Market 10-7 Saturday, 10-4 Sunday:

Booth ideas for 2024

- Appeal to the adults
- Pictures of the Centennial homes in Wayzata.
- Posters with all buildings over 100 years old.
- Enlarged copies of our centennial homes and make a game out of them.... A "Do you know where that is?"
- The game could include additional historical buildings and activities. For example, the year James J. Hill began, the start of the sailing school, etc.
- Can the booth be near the Conservancy and Historical Society booths?
- Maybe a scavenger hunt? Decided by the group people would not go off and complete on their own.
- Put together a history of the Panoway.
- Question asked if we need to share the booth with the city. Not this year because we have enough members of the board willing to man the booth.
- **Action Item:** Have HPB members work on trivia questions and map locations.

Cemetery Plaque:

- Will discuss this in the fall and use the rest of our budget for the new plaque.

Just Deeds:

- Read in the Star Tribune that Mounds View's Mayor drafted an ordinance that requires you to dissolve your racial covenant if you sell your home.
- A question was asked if we should petition the board/council to workshop a discussion around a similar ordinance.
- Decided to watch how the draft in Mounds View progresses. We will take a wait and see approach.

Bluewater Theater:

- Val spoke with members of the Bluewater Theater at the Centennial Homes Celebration. The board discussed inviting board members of the theater to an HPB meeting to discuss preservation options for of the building.

Future Work Plan:

- Focus on James J. Hill
- Bluewater Theater
- Keep an eye on Just Deeds ordinance in Mounds View.
- Meet with LMHS (Lake Minnetonka Historical Society) on co-programming ideas in the future.

1:00 pm – Meeting adjourned.



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: July 25, 2024	AGENDA ITEM: 4.a
TITLE: Discussion of 2024 Work Plan and Budget	
PROPOSED MOTION: N/A	
PREPARED BY: Valerie Quarles, Assistant Planner	
REVIEWED BY:	

ACTION REQUESTED:

N/A

FINANCIAL OR BUDGET CONSIDERATION:

Certain items in the work plan will carry costs.

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

BACKGROUND:

The total budget for the HPB in 2024 is \$3,500. Costs from the Centennial Home Celebration are still being processed, but a rough estimate puts the total at about \$900. With the recent expenditure of a booth registration at James J. Hill Days, as well as costs related to the Mayor's Award, the HPB should have around \$2,000 remaining in 2024.

An updated work plan is attached for the Board's discussion and approval. The work plan will continue to update each month.

ATTACHMENTS:

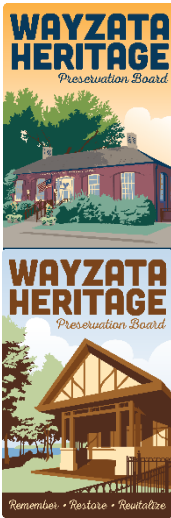
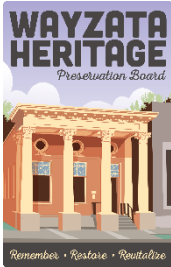
1. HPB Work Plan - July 2024

Work Plan Progress – June 2024

#	Activity	Steps/Progress	Responsible	2024											
				Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Slot In
1	Centennial Home Event	Complete until 2025 (awards only)	All	X	X	X	X								
2	Mayor’s Award	Complete until 2025	Judy, Val	X	X	X									
3	Cemetery Plaque	Take up in	Judy, Val	X							X	X	X	X	
4	Just Deeds promotion	Choose champion, write Portal article, coordinate with City staff													X
5	Proactive engagement with historic property owners	Discuss as board													X
6	Support Section Foreman House funding	As needed	Val												X
7	James J. Hill Days	Keep planning September event	All				X	X	X	X	X				
8	Collaboration with LMHS/summer programming	Discuss as board, reach out to LMHS	All								X	X	X	X	
9	Burial Mounds education	Reach out to student group	Val				X			X	X				
10	Recruitment and retention	As applicable	All									X	X		

Major Items – July 2024

James J Hill Days (September 7-8)	Potential “Slot In” Tasks
In Progress/Assignments: - Continue to plan interactive programming for booth - Centennial Homes game - Use posters to highlight: - Lake Street and Panoway history with Lakewalk opening - Centennial Homes - Section Foreman House - Just Deeds - LMHS is doing two walking tours and trivia both days: Guided Historical Walking Tour - James J. Hill Days (wayzatachamber.com) - Val has not yet emailed Chamber to request booth location by LMHS and Conservancy – discuss issues with redundancy Future: - Plan member time at the booth to ensure good coverage, avoid long shifts as in previous years - Create booth materials for board review (July, August) - Purchase prizes, treats in August (budget) - One more HPB meeting: August 29	Cemetery Plaque - Planned for September Just Deeds promotion/updates - See new business Proactive engagement with historic property owners - Val emailed Blue Water Theater with invite to future meeting Support Section Foreman House funding - As needed (not needed right now) Collaboration with LMHS - Refer to Summer Programming discussion





City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: July 25, 2024	AGENDA ITEM: 4.b
TITLE: Old Business	
PROPOSED MOTION:	
PREPARED BY: Valerie Quarles, Assistant Planner	
REVIEWED BY:	

ACTION REQUESTED:

Discuss the below items.

FINANCIAL OR BUDGET CONSIDERATION:

N/A

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

BACKGROUND:

This item serves as a monthly space for those items we may not have the capacity to make progress on at the moment.

- Discuss LMHS summer 2025 programming and HPB role in September.

ATTACHMENTS:

None



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: July 25, 2024	AGENDA ITEM: 5.a
TITLE: Discuss Mounds View Racial Covenant Ordinance	
PROPOSED MOTION: N/A	
PREPARED BY: Valerie Quarles, Assistant Planner	
REVIEWED BY: Valerie Quarles, Assistant Planner	

ACTION REQUESTED:

Review and discuss specific language from Mounds View's racial covenant ordinance.

FINANCIAL OR BUDGET CONSIDERATION:

N/A

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

BACKGROUND:

As of the publication of this packet, the Mounds View City Council is slated to have their second reading and official adoption of the attached ordinance at their July 23rd Council meeting. The HPB has stated that they are interested in waiting and seeing how the ordinance is implemented before championing a similar effort in Wayzata. In the meantime, it is appropriate to consider whether the actual language is something the Board would consider. The attached Ordinance 1014 is from the July 8 City Council packet. The full July 8 packet, which includes supporting materials, is available here:

https://www.moundsviewmn.org/government/city_council/agendas_and_minutes.php

ATTACHMENTS:

1. Mounds View Draft Ordinance 1091

ORDINANCE NO. 1014

**CITY OF MOUNDS VIEW
COUNTY OF RAMSEY
STATE OF MINNESOTA**

**AN ORDINANCE AMENDING CHAPTER XX OF THE MOUNDS VIEW CITY CODE
REGARDING DISCRIMINATORY COVENANTS**

THE CITY OF MOUNDS VIEW ORDAINS:

SECTION 1. The City Council of the City of Mounds View hereby amends Title X, Chapter XX, sections XXXX by adding a new section as follows:

§ XX.XXX Purpose

Discriminatory covenants are restrictions filed in property records that prohibited that property from being sold to persons based on race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation, or familial status background. These discriminatory covenants are now illegal and are unenforceable, but they remain in property records.

In 2019, the Minnesota Legislature passed Minnesota Statutes, section 507.18 allowing property owners to individually discharge or renounce discriminatory covenant by recording a discharge form in the county property records. This ordinance requires property owners to individually discharge or renounce discriminatory covenants from their property at the time of sale of the property.

§ XX.XXX Definitions

“Discriminatory Covenant” means any restrictive covenant filed against any property that restricts to whom property may be conveyed based on racial, ethnic, or religious criteria.

§ XX.XXX Discharge of Discriminatory Covenants at Point of Sale

(A) *Required.* No person shall sell, advertise for sale, give or transact a change in title or property ownership of real property with one or more buildings or structures, without receiving a certificate of compliance from the city.

(B) *Application and fees.*

(1) Unless the property owner already has a certificate of compliance for a property, the owner or owner’s representative is required to obtain a certificate of compliance before the property is offered for sale, gifted or transferred, and before the owner or owner’s representative enters into any contract for deed or other transaction changing the party responsible for the property.

(2) At the time of application, the applicant for a certificate of compliance shall pay the appropriate application fee. The fees shall be set in the city’s fee schedule.

(C) *Issuance of Certificate of Compliance*

(1) A certificate of compliance shall be issued by the city if:

Commented [JS1]: See comments below. Does the City want to require an application fee upfront for all, offer an incentive to those who discharge covenants early, and/or attempt to impose a fee/penalty.

(a) Property records provide there is no discriminatory covenant registered against the property.

(b) The applicant submits documentation showing the discriminatory covenant has been discharged.

(c) The applicant submits paperwork showing that the seller and buyer both have agreed to discharge the discriminatory covenant and (have placed \$XXX into escrow/pay a \$XXX fee) for the city to use to cover the cost of having the discriminatory covenant discharged.

(2) If a certificate of compliance is issued by the city prior to the transfer of the property, the City shall waive the inspection fee for its inflow and infiltration compliance program under City Code, section 52.013. If a property owner obtains a certificate of compliance without any intention to sell their property, the city will maintain a record, in accordance with subsection (D) that the property owner has obtained a waiver of the inflow and infiltration compliance program inspection fee.

(D) *City Records*. The city shall maintain a list of all properties that it has been informed have a discriminatory covenant and a list of all properties for which a certificate of compliance has been received.

(E) *Penalty*. Failure to discharge a discriminatory covenant will result in an administrative penalty of \$XXX. Violation of this section shall not result in a petty misdemeanor or criminal prosecution.

Commented [JS2]: The City could partner with Just Deeds as one of its "designated entities".

Commented [JS3]: This is important as it allows the property to change hands without having to wait for the covenant to be discharged.

Commented [JS4]: I am somewhat concerns with a "penalty" for noncompliance and instead think that the ordinance should instead offer an incentive to have the covenant discharged prior to the sale of the property.

Commented [JS5]: A penalty may not be enforceable since it may be difficult to articulate a nexus between the sale of the property and the removal of an unenforceable covenant.

The structure of C(1)(c), requiring an escrow/fee if not completed by the time the property is transferred coupled with an incentive to discharge the covenant early may be more easily enforceable and have a similar outcome.

SECTION 2. This ordinance shall take effect and be in force 30 days from and after its passage and publication, in accordance with Section 3.09 of the City Charter.

Introduction and First Reading by the Mounds View City Council on: _____, 2024.

Second Reading and Adoption by the Mounds View City Council on: _____, 2024.

Publication Date: _____, 2024.

Attest:

Zach Lindstrom
Mayor

Nyle Zikmund
City Administrator

(SEAL)



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: July 25, 2024	AGENDA ITEM: 5.b
TITLE: New Business From Members	
PROPOSED MOTION: N/A	
PREPARED BY: Valerie Quarles, Assistant Planner	
REVIEWED BY:	

ACTION REQUESTED:

Discuss any new business from members.

FINANCIAL OR BUDGET CONSIDERATION:

N/A

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

BACKGROUND:

N/A

ATTACHMENTS:

None



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: July 25, 2024	AGENDA ITEM: 6.a
TITLE: City Calendar and Minutes Rotation Schedule	
PROPOSED MOTION: N/A	
PREPARED BY: Valerie Quarles, Assistant Planner	
REVIEWED BY:	

ACTION REQUESTED:

Review the attached City Calendar and Minutes Schedule. Please let staff know if you have any anticipated conflicts with meeting dates/times or obligations to take minutes.

FINANCIAL OR BUDGET CONSIDERATION:

N/A

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

BACKGROUND:

The next HPB meeting is Thursday, August 29. Sue Ankeny is scheduled to take the minutes.

ATTACHMENTS:

1. July 2024 Meeting Minutes Schedule
2. 2024 Wayzata City Calendar

Wayzata Heritage Preservation Board

2024 Meeting Minutes Schedule

Updated July 2024

Month	Minutes Taker	Received? (Y/N)
February	Staff	Yes
March	Kim Gharrity	Yes
April	Kelly Gratton	Yes
May	Judy Starkey	Yes
June	Sonya Travanty	Yes
July	Sue Ankeny	
August	Kim Gharrity	
September	Kelly Gratton	
October	Judy Starkey	
November	Sonya Travanty	
December	Sue Ankeny	

City of Wayzata 2024 Meeting Calendar



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- 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
- April 30—Special Primary Election (Hennepin Co Commissioner)
- May 14, 2024—Special Election (Hennepin Co Commissioner)
- August 13—State General Primary Election
- November 5—State General Election

Revised
10/24/2023