



WAYZATA HERITAGE PRESERVATION BOARD

Meeting Agenda

Wayzata City Hall Community Room, 600 Rice Street

Thursday, October 24, 2024

11:30 AM

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Minutes**
 - a. Approve September 26, 2024 Heritage Preservation Board Meeting Minutes
- 4. Old Business**
 - a. Update from City Manager Dahl
 - b. Section Foreman House Update from Parks and Environment Planner Kieser
 - c. Discussion of 2024 Work Plan and Budget
- 5. New Business**
 - a. City Plaques Discussion
 - 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: October 24, 2024	AGENDA ITEM: 3.a
TITLE: Approve September 26, 2024 Heritage Preservation Board Meeting Minutes	
PROPOSED MOTION: To approve the Draft Meeting Minutes of September 26, 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 September 26, 2024

11:33 AM – Meeting called to order

Roll Call: Board members Gharrity, Starkey, Travanty and Gratton were present, along with Assistant Planner Quarles.

Approval of the Minutes: Gratton motioned to approve the minutes – all approved.

Old Business

- The Cemetery Plaque discussion was moved to October 2024
- James J. Hill booth participation was discussed. Good overall experience. Travanty mentioned joining forces with LMHS for more walk-up participation. Gratton saved a cat! Quarles did speak with LMHS about co-sponsor/hosting events around Wayzata next summer.
- Discussed how our action items for 2024 are complete now and can focus on future endeavors.
- Just Deeds: Waiting to see what comes out of possible Mounds View city ordinance to abolish racial covenants for all future sales of property that contain one.
- Blue Theater: Quarles wrote an email about working with the theater to classify the property at Historical. Has not received a response.
- Lake Minnetonka Historical Society (LMHS): Summer programming discussion started at James J. Hill Days, will reach out in October.
- Burial Mounds Education: Quarles to reach out to Wayzata High School student group to see if there is enthusiasm from that group for a dedication for the plaque. They would be the drivers for this event.

New Business

R-3A – Charter Discussion. Many tear-down rebuilds are happening in Wayzata, particularly in this zoning district. R-3A is a single and two-family residential district. It is considered higher density because the lot sizes are smaller. Most lots are under ¼ acre. The group discussed zoning issues, in addition to, what they like and dislike with the current homes built in that area. The discussion continued with design standards hoped to be applied to keep with the charm of the neighborhood. More discussion to follow once members have had a chance to walk through the neighborhood.

Other Items

Discussed community news.

City Calendar and Minutes Rotation Schedule

12:50 PM – Adjournment



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: October 24, 2024	AGENDA ITEM: 4.c
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. The HPB has about \$1,700 in funds 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:

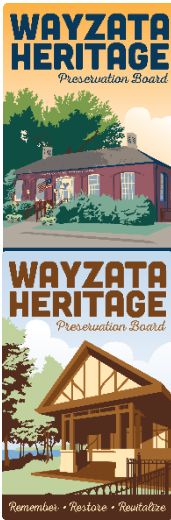
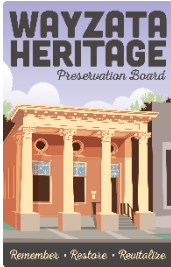
1. HPB Work Plan - October 2024
2. HPB Budget Update - September 2024 (no change)

Work Plan Progress – October 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	All	X	X	X									
3	Cemetery City Plaques	Winter 2024, Spring 2025	All	X								X	X	X	
4	Just Deeds promotion	As needed	Staff												X
5	Proactive engagement with historic property owners	Active attempts with BWT	Staff							X		X			X
6	Support Section Foreman House funding	As needed	Staff												X
7	James J. Hill Days	Complete until 2025	All				X	X	X	X	X				
8	Collaboration with LMHS/summer programming	November guest meeting	All									X	X	X	
9	Burial Mounds education	Need to reach out – behind	Staff				X				X				
10	Recruitment and retention	As applicable	All									X	X		
11	R-3A Character and Zoning	Engagement to follow	Staff								X				

Major Items – October 2024

Updates
City Plaques See agenda item
Just Deeds promotion/updates Future Mounds View feedback
Proactive engagement with historic property owners Val has followed up after no response from Blue Water Theater
Support Section Foreman House funding Staff to give update today
Collaboration with LMHS Collaborative meeting in November scheduled!
Burial Mounds education Val to reach out to Wayzata High student group – behind
Recruitment and retention - Even if no spots are open this year, making sure people are interested in the board creates a strong pipeline for future openings - Volunteer dinner representation – need a board member to speak
R-3A Character and Zoning Planning Commission workshop October 21, broader engagement/outreach, <u>informally</u> discuss demolition ordinance history



GL ACTIVITY REPORT FOR CITY OF WAYZATA

From 01/01/2024 to 12/31/2024

Date	JNL	Type	Description	Reference #	Amount	Enc/Bdgt Change	Balance	Available
01/01/2024			101-41910-00492 HPB				0.00	3,500.00
04/25/2024	AP	INV	BABCOCK, MERRILY	04192024	250.00	0.00	250.00	3,250.00
06/04/2024	AP	INV	QUARLES, VALERIE	06042024	27.66	0.00	277.66	3,222.34
06/04/2024	AP	INV	STARKEY, JUDY	04292024	30.38	0.00	308.04	3,191.96
06/13/2024	AP	INV	ELAN-CARDMEMBER SERVICES	MAY 2024	761.13	0.00	1,069.17	2,430.83
07/15/2024	AP	INV	ELAN-CARDMEMBER SERVICES	JUNE 2024	343.87	0.00	1,413.04	2,086.96
07/16/2024	AP	INV	BABCOCK, MERRILY	07162024	250.00	0.00	1,663.04	1,836.96
09/09/2024	AP	INV	UPS STORE	09062024	78.85	0.00	1,741.89	1,758.11
12/31/2024			END BALANCE				1,741.89	1,758.11



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: October 24, 2024	AGENDA ITEM: 5.a
TITLE: City Plaques Discussion	
PROPOSED MOTION: N/A	
PREPARED BY: Valerie Quarles, Assistant Planner	
REVIEWED BY: Valerie Quarles, Assistant Planner	

ACTION REQUESTED:

The Board is asked to review the current inventory of plaques, note any missed locations, and start to consider any concerns with content on public plaques.

FINANCIAL OR BUDGET CONSIDERATION:

Future plaque replacement costs would come out of the HPB budget.

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

BACKGROUND:

The current discussion on Wayzata's plaques began in 2023, when language on the First Cemetery Plaque (located at the corner of Walker Avenue and Wayzata Boulevard) was raised for consideration. The discussion was put on hold for most of 2024 as other issues took priority. Now, the Board's work plan calls for the discussion to begin again.

The plaque topic is typically not revisited frequently. To that end, the following actions will enhance the current conversation and ease future considerations:

1. Creating an inventory of current plaques in town, public and private. The HPB has some records of the plaques it has produced but the picture does not appear to be comprehensive. A draft of the current inventory will be presented at the meeting.
2. Reviewing each existing public plaque to determine whether revision or addition is imminently necessary. Photos will be presented at the meeting.
3. Considering locations for new public plaques and creating criteria by which those locations could be ranked and ordered for production in the future.

ATTACHMENTS:

None



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: October 24, 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: October 24, 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, November 21. Sue Ankeny is scheduled to take the minutes.

There is currently no meeting scheduled in the month of December. The Board should decide whether meeting on December 12, on December 19, or having no meeting would be preferred.

ATTACHMENTS:

1. 2024 Wayzata City Calendar
2. HPB Meeting Minutes Schedule - October

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				

May 2024						
S	M	T	W	Th	F	S
				1	2	3
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
- 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

Wayzata Heritage Preservation Board

2024 Meeting Minutes Schedule

Updated October 2024

Month	Minutes Taker	Received?
February	Staff	Yes
March	Kim Gharrity	Yes
April	Kelly Gratton	Yes
May	Judy Starkey	Yes
June	Sonya Travanty	Yes
July	None – meeting canceled	N/A
August	Kim Gharrity	Yes
September	Judy Starkey	Yes
October	Sonya Travanty	Yes
November	Sue Ankeny	
December	Kelly Gratton	