

WAYZATA CITY COUNCIL MEETING AGENDA
Wayzata City Hall Community Room, 600 Rice Street
Tuesday, June 2, 2015

4:30 PM Dinner Available for Wayzata City Council - Conference Rm.

WORKSHOP TOPICS FOR DISCUSSION:

- 1. Update on Downtown Parking – Implementation of Pilot Projects and Preliminary Review of Pre-Design/Site Planning for Mill Street Ramp (5:00 PM)**
- 2. Discuss Bushaway Road Landscape Committee Structure & Possible Changes to Listening Sessions (6:00 PM or immediately following)**

7:00 PM - CITY COUNCIL MEETING

ITEM	DESCRIPTION	PRESENTER	JM	AM	KW	BA	ST	VOTE	PAGE #
1	Roll Call								
2	Approve Agenda								
3	Public Forum - 15 Minutes (3 min/person)								
a.	Trudy Richter - Bushaway Update								
4	Consent Agenda								2
a.	Approval of Workshop Minutes of May 19, 2015 Minutes of May 19, 2015, and Workshop Minutes of May 21, 2015								
b.	Approval of Check Register								
c.	Approval of Residential Assessing Contract								
d.	Approval of Assignment Agreement from LSA Design, Inc. to SRF Consulting Group, Inc. for Downtown Parking Improvement Project								
5	New Business								
a.	Consider Development Agreement Amendments for Wayzata Bay Redevelopment LLC	Nelson							34
b.	Consider Resolution No. 24-2015 Wayzata Bay Center East Block Approvals	Gadow							45
c.	Consider RFP for Lake Effect Signature Project Design	Gadow							131
d.	Accept Strategic Planning Report and Adoption of Norms of Behavior and Parameters for Interaction with Public, Developers, Media	Nelson							139
6	City Manager's Report and Discussion Items								
7	Public Forum (as necessary)								
8	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 - June 16 & July 7, 2015
Planning Commission - June 15 & July 6, 2015

WAYZATA CITY COUNCIL
DRAFT - WORKSHOP MEETING MINUTES
May 19, 2015

5:00 PM LAKE EFFECT

Mayor Willcox called the workshop meeting to order at 5:00 pm in the Community Room at Wayzata City Hall. Council members present: Anderson, McCarthy, Mullin, and Tyacke. Also present: City Manager Nelson, Director of Planning and Building Gadow, Director of Public Service Dudinsky, City Attorney Schelzel, and City Consultant Mary deLaitre of Groundworks LLC.

Ms. deLaitre reviewed the draft RFP document and process to solicit design team submissions for The Lake Effect: Signature Project in the central portion of the lakefront, extending from the Depot to the Section Foreman's House. Ms. deLaitre explained that the RFP submissions would be reviewed by a Selection Committee that is comprised of designers, agency partners, and community members, with the goal of ultimately selecting the winning design team. Ms. deLaitre reviewed the RFP document, and the Jury Selection/Job Description process.

The Council provided Ms. deLaitre with feedback on the draft RFP and discussed the composition of the selection committee. The Council directed Staff and Ms. deLaitre to bring back a revised final draft of the RFP at the June 2nd Council meeting, and begin contacting the local boards and commissions and other agency partners regarding their interest in participating in the Selection Committee.

6:00 PM 253-259 LAKE STREET

Mayor Willcox called the workshop meeting to order at 6:00 pm in the Community Room at Wayzata City Hall. Council members present: Anderson, McCarthy, Mullin, and Tyacke. Also present: City Manager Nelson, Director of Planning and Building Gadow, Director of Public Service Dudinsky, and City Attorney Schelzel. Also present were property owners Brad Hoyt and Pat Hughes, and Kim Erickson from Flagship Bank.

Mr. Gadow explained to the Council that Mr. Brad Hoyt, owner of the property at 253 Lake Street E., had requested a workshop meeting with the City Council to discuss potential redevelopment options for the properties located at 239, 253 and 259 Lake Street E. Mr. Gadow provided the Council with a copy of a previously approved PUD concept for the properties from 2005, and a development proposal for the properties from 2006, for reference.

Mr. Hoyt reviewed the redevelopment options he believed existed for the site, and indicated that the best course was for a joint redevelopment of all of the properties to 3 story office and/or a mixed used building(s) with a public parking ramp in the rear of the property. Mr. Hoyt asked the City Council to consider participation of the City in the financing of the parking ramp.

The Council directed staff to work with the City's TIF Consultant to analyze the property and the feasibility of the City's participation in a new parking ramp as part of redevelopment of the site.

6:30 PM MN Truck Weight Limits

Mayor Willcox called the workshop meeting to order at 6:30 pm in the Community Room at Wayzata City Hall. Council members present: Anderson, McCarthy, Mullin, and Tyacke. Also present: City Manager Nelson, Director of Planning and Building Gadow, Director of Public Service Dudinsky, and City Attorney Schelzel. Also present was Randy Kelly, a representative of Synergetic Endeavors, a firm lobbying against the legislation.

1 Ms. Nelson informed the Council that in this current legislative session, a bill was presented to increase
2 truck weight limits on State Highways. Information provided by Synergetic Endeavors, a group opposing
3 this legislation, was provided for Council reference.
4

5 Mr. Kelly reviewed the legislation and truck weight limits on Minnesota roadways.
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7 Mr. Dudinsky provided information regarding the City of Wayzata weight limits and enforcement
8 program.
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10 The Council directed staff to draft a letter in opposition to the legislation.
11

12 The Workshop meetings were adjourned at 6:55 pm.
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14 Respectfully submitted,
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18 Becky Malone
19 Deputy City Clerk
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DRAFT

WAYZATA CITY COUNCIL
DRAFT - MEETING MINUTES
May 19, 2015

AGENDA ITEM 1. Call to Order and Roll Call.

Mayor Willcox called the meeting to order at 7 p.m. Council Members present: Anderson, McCarthy, Mullin and Tyacke. Also present: City Manager Nelson, Public Works Director Dudinsky, City Engineer/Assistant Director of Public Works Kelly, and Administrative Services Director Uram

AGENDA ITEM 2. Approve Agenda.

Mr. Tyacke made a motion, seconded by Mrs. McCarthy, to approve the agenda, as presented. The motion carried 5/0.

The Council requested the addition of a new agenda item to a future City Council meeting concerning the re-creation of the Bushaway Committee in order look at new goals for landscaping and targeting monies for the project.

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

a. Presentation of the Mayor's Best Historic Restoration Award 2015

Elissa Madson, Vice-Chair of Heritage Preservation Board (HPB), presented the Mayor's Best Historic Restoration Award to Ms. Lynn Gruber, 1417 LaSalle Street, for her minimal Traditional Style suburban cottage that was built in 1949 by John Andrews Field on the site of the historic Northland Inn.

Mayor Willcox presented Ms. Gruber with a plaque to commemorate the award. Ms. Gruber thanked the Council and HPB for the award.

b. HPB Presentation of 2014 Annual Report

Kim Anderson, Chair of Heritage Preservation Board (HPB), presented the 2014 HPB Annual Report and goals for 2015. She reported the HPB serves to educate an awareness for the preservation of historic sites around Wayzata. She highlighted activities of 2014, which included the preservation of the Log Cabin ("Trapper's Cabin"), presentation of five Centennial Home Awards, awarded the Ankeny home the Mayor's Best Preserved House Award, participated in J.J. Hill Days, posted a "Wayzata Historic Landmark" plaque on the Post Office, and highlighted houses and buildings that were torn down.

The Council thanked the HPB for its work and urged the public the get involved as a volunteer or with financial donations.

The Council inquired about the walking tours. Ms. Kim Anderson replied they hope to continue walking tours as well as starting trolley tours.

c. Bushaway Road Project

Zev Oman, 250 Bushaway Road, stated he noticed some voids in a wall along Bushaway Road and was told a pipe would be installed there. He expressed his disappointment that the run-off from this pipe will be dumped onto his property, noting the area he is referring to is not big enough to be classified as a wetland.

Mr. Kelly responded that all the plans for this project presented in 2013-2014 showed this pipe. Because it is a wetland, Hennepin County is required to match the existing amount of water that went to that wetland with an outlet to that area. He stated the County would be willing to have a conversation with Mr. Oman about his concern.

Kristi Oman, 250 Bushaway Road, stated the biggest problem is lack of communication.

1 Mitch Eide, 321 Bushaway Road, stated the trees he originally thought were not going to
2 be removed are now marked for removal since the plans of the project have changed. His
3 primary concern is the lack of communication as well as the proposed plans to fix the problem.
4 He stated he is interested and very motivated to try and preserve this area in the best way
5 possible.

6 The Council asked Mr. Kelly about reported changes that are surprises. Mr. Kelly stated
7 there have been trees removed in some locations that were not part of the plan due to age of trees
8 and construction impact.

9 The Council asked Mr. Kelly who holds the County to the approved plan. Mr. Kelly
10 responded Dan Allmaras is the County Project Manager. If there are design changes that affect
11 the City of Wayzata, Mr. Allmaras would need to notify staff. The Council requested
12 clarification on what a design change is. Mr. Kelly stated it would include an aesthetic
13 improvement, such as the suggestion of a chain link fence.

14 Peter Pflaum, 623 and 630 Bushaway Road, expressed appreciation to Mrs. Anderson
15 and her suggestion of re-creating a Bushaway Committee to address these issues. He suggested
16 identifying a way for the public to understand what is going on with the project and when it is
17 expected to be completed.

18 Merrily Babcock, 337 Reno Street, stated on her street everything was dug up to install a
19 pipe to the lift station. She had called to complain about debris and garbage that was left on the
20 site and was originally told it would be cleaned up in June. Now they are giving her a later date
21 in August. She is hoping the City can address this issue sooner. Mr. Kelly said there is still work
22 to be done and it should be completed in June.

23 Alan Miller, 639 Bushaway Road, stated the resident's needs are being overlooked. Mr.
24 Kelly stated the City serves as a representative for the residents of the City of Wayzata. Mr.
25 Miller expressed concern that Council Members have not seen the project.

26 The Council indicated it is hopeful that recreating the Bushaway Committee will provide
27 a method to address these concerns and suggested scheduling a tour of Bushaway Road to view
28 the conditions.

29 Ron Anderson, 663 Bushaway Road, described the poor conditions of the road, which
30 included many large holes. He expressed that it feels like a 'battle zone' and challenged the
31 Council to come up with an award for the 'martyrs of Wayzata' for the tremendous
32 inconvenience they have experienced with the construction. He stated communication needs to
33 be improved and he supports the re-creation of a Bushaway Committee.

34 The Council requested the County summarize what they have heard and give
35 recommendations going forward. Dan Allmaras, County Project Manager, stated he has heard
36 concerns about access issues and tree issues.

37 Mr. Kelly stated there is a hotline, website, and twitter account that residents can use to
38 express concerns and when these means are used, the issues are handled well. He agreed there
39 needs to be a better communication and reaction to the issues being reported.

40 Mr. Pflaum asked the County when the project will be completed. Mr. Allmaras stated
41 the intent is to have the road up to McGinty completed by the end of the year and to finish the rest
42 of the project by the fall of next year.

43 Trudy Richter confirmed the hotline is the best way to report issues. She requested that
44 residents continue to call Manuel Jordan of Heritage Shade Tree Consultants with concerns
45 regarding the trees and confirmed the road is closed to anyone who is not a resident.

46 The Council inquired about County procedures and how major project changes are
47 communicated to the residents. The Council expressed concern about the roads being
48 impassable. Mr. Allmaras stated access is to be maintained at all times and the road is cleaned up
49 every evening.

50 Mr. Oman requested the portable toilet be removed from his driveway.

1 Mrs. Anderson suggested staff schedule the Council and Planning Commissioners to look
 2 at Bushaway Road and create a photo log for community members so they can see the progress of
 3 the project.

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 5 **AGENDA ITEM 4. Consent Agenda.**

6 Ms. Nelson reported on edits to the Workshop Meeting Minutes, which included amendments to
 7 the downtown parking topic, if the \$9.5 million included a green roof and bathroom elements, and
 8 clarification on the ramp height. She requested these edits be added to the minutes as submitted
 9 by Mrs. Anderson.

10 Mr. Mullin requested the minutes also reflect the height of the ramp at 975 feet, as given
 11 by the consultant.

12 Mr. Gadow provided edits to the Regular Meeting Minutes. These included page 18, line
 13 24 to strike “and Charles Cudd Company” and to add on line 26 “Charles Cudd Company
 14 provided new drawings to the City in March of 2015.” On line 48, after “the height cap would be
 15 24 feet and 25.9 feet” add for Lots 2 and 1. Also on line 48, move the sentence “Mr. Gadow
 16 explained this is a different circumstance because the City is trying to get the applicant to meet
 17 something that matches the scale and character of the neighborhood” to the end of that paragraph.
 18 On page 20, line 19 should read, “However, if the basis for Council action or inaction on the
 19 Application goes to criteria in the Subdivision Ordinance, or Planning Commission Report and
 20 Recommendation, then that that would be a proper basis.”

21 Mrs. McCarthy made a motion, seconded by Mrs. Anderson, to approve the consent
 22 agenda:

- 23 a. Approval of Workshop Minutes of May 5, 2015 as edited and Minutes of May 5, 2015 as
 24 edited, and Minutes of Strategic Planning Retreat of April 30 – May 1, 2015
- 25 b. Approval of Check Register
- 26 c. Approval of Resolution No. 22-2015 Approving Continued Support for The Lake
 27 Minnetonka Trolley Program on 2015
- 28 d. Approval of Municipal Licenses
- 29 e. Municipal licenses which received administrative approval (informational only)
- 30 f. Police Activity Report
- 31 g. Building Activity Report
- 32 h. Approval of Resolution No. 23-2015 Adopting New Municipal License Fees for 2015

33 The motion carried 5/0.

34
 35 **AGENDA ITEM 5. Public Hearing.**

- 36 a. **Public Hearing and Consider Approval of an On-Sale Intoxicating Liquor License
 37 and Sunday On-Sale Intoxicating Liquor License for Lunds Inc. DBA “Lunds &
 38 Byerlys Kitchen” at 250 Superior Boulevard**

39 Ms. Nelson reported that Lunds, Inc., has applied for an on-sale intoxicating liquor license and
 40 Sunday on-sale intoxicating liquor license for Lunds & Byerlys Kitchen, located at 250 Superior
 41 Boulevard. It will include the indoor restaurant and an outdoor patio on the west side of the
 42 building.

43 Ms. Nelson reported the applicant currently holds an on-sale wine license, which will
 44 expire on April 30, 2016 and an on-sale 3.2% malt liquor license, which will expire on December
 45 31, 2015. The licenses they have applied for will be from June 1, 2015 through April 30, 2016.
 46 The applicant paid a pro-rated license fee of \$9,625. A background investigation as it pertains to
 47 liquor licensing was conducted on the owners and found to be in satisfactory order. The license
 48 must be reviewed by the Alcohol and Gambling Enforcement following approval by the Wayzata
 49 City Council. Staff recommends approval of both licenses.

50 Anissa Grustel, 2210 Black Oak Drive, Minnetonka, and Pat York, Operations Director
 51 for Lunds & Byerlys, addressed the Council. Ms. Grustel stated they have been asked by

customers to have a full liquor license, noting this Lunds & Byerlys location is the only kitchen environment that would have this available.

Mr. Willcox opened the public hearing at 8:43 p.m. There being no further input, Mr. Willcox closed the public hearing at 8:44 p.m.

Mrs. Anderson made a motion, seconded by Mrs. McCarthy, to approve the On-Sale Intoxicating Liquor License and Sunday On-Sale Intoxicating Liquor License for Lunds Inc. DBA “Lunds & Byerlys Kitchen” at 250 Superior Boulevard.

Mr. Tyacke asked Ms. Nelson why the 50/50 rule does not apply in this situation. Ms. Nelson clarified that if the restaurant has 50% of their sales from food and 50% of their sales from liquor, it is not counted as part of the limited number of liquor licenses given by the City.

The motion carried 5/0.

AGENDA ITEM 6. New Business.

a. 2014 Audit Report Presented by Bill Lauer, MMKR

Bill Lauer, MMKR, described their role in preparing the 2014 Audit Report. He stated that MMKR has issued an unmodified opinion on the City’s basic financial statements, meaning that in all material respects, the statements fairly present the financial position of the City as of December 31, 2014.

Mr. Lauer reported that similar to past years, MMKR has identified “Segregation of Duties” as a material weakness in internal control over financial reporting. This is primarily caused by the limited size of the City’s office staff. Staff and MMKR have agreed that with the addition of an Administrative Services Director, there may be an opportunity to implement internal control procedures that would help eliminate this finding. Mr. Lauer completed the presentation of the Audit Report and answered questions of the Council relating to the Report.

The Council asked if there were guidelines as to what can be done to correct the weaknesses in internal control over finance reporting. Mr. Lauer responded this weakness is common in a city of this size and it is important to have more checks and balances with people handling payments. He stated Wayzata is a very strong, well-run City.

b. Consider Approval of Gravel Bed Tree Nursery – Presentation by Manuel Jordan and Kyle Morris

Mr. Dudinsky introduced Manuel Jordan, Heritage Shade Tree Consultants, 6347 Minnewashta Woods Drive, Excelsior, and Kyle Morris from the City Parks Department. Messrs. Jordan and Morris presented a report describing the benefits of using a gravel bed tree nursery system, as Wayzata has many projects on the horizon offering potential opportunities to maximize the dollars spent on tree plantings through the use of such a system. These opportunities include replanting from ash tree removals, Bushaway tree plantings, and possible volunteer tree plantings around the City. By implementing a gravel bed system, the City can save money and time on tree plantings, increase community involvement, diversify the tree population, and significantly increase the survivability rates of newly planted trees to ensure a continually beautiful cityscape for the future.

Staff recommends the Council approve the building of a gravel bed system at Public Works at an estimated cost of \$6,200. The project is proposed to be funded from the Parks CIP line item “Planting, Removal, and Maintenance of City Trees,” which has a \$45,000 budget for 2015.

The Council asked about the frost line and why the roots do not freeze in the winter. Mr. Jordan responded this system is designed to keep trees in the gravel bed for one season and it is not recommended to keep them longer than that. However, he does know of a company that kept the trees longer and did not experience any harm from the winter season.

1 The Council asked how many trees can fit in the proposed 10 by 50 foot space and what
2 would the cost be. Mr. Morris responded it would accommodate 65-85 trees. Mr. Jordan stated
3 the cost would be \$30 to \$70 per plant, depending on the species purchased.

4 The Council inquired if there was a way to be creative with watering these plants through
5 rain collection. Mr. Dudinsky stated there is \$3,000 budgeted for irrigation.

6 The Council asked if it is possible to partner with other cities to have trees stored this
7 way. Mr. Jordan responded he anticipates with the projects in Wayzata for the next three to four
8 years, this would not be possible.

9 The Council questioned why this project would come out of Parks CIP. Mr. Dudinsky
10 stated this fund has been increased to \$45,000 in anticipation of the Emerald Ash Borer.

11 Mr. Mullin made a motion, seconded by Mrs. Anderson, to approve the use of a gravel
12 bed tree nursery at Public Works. The motion carried 5/0.

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14 The Council recessed at 9:41 p.m. and reconvened at 9:47 p.m.

15
16 **c. Consider 2015 Parking Lot Pilot Programs and Update on Pre-Design for Mill**
17 **Street Ramp**

18 Ms. Nelson reported on the recommended 2015 Downtown Parking Lot Pilot Programs, which
19 include valet parking, employee parking, and parking enforcement. Jo Ann Olsen, SRF
20 Consulting, stated the Parking Lot Pilot Programs will take place from June 1, 2015 through
21 August 30, 2015. Valet parking would be available 11:00 a.m. to 11:00 p.m. Monday through
22 Thursday at a cost of \$6.00 per car with a charge to the City of \$50 per day.

23 The Council asked questions about data collection on this Program and suggested asking
24 people how they felt about the valet service and whether they were a visitor or a Wayzata
25 resident. Ms. Olsen reported they are attempting to determine which businesses are interested in
26 participating in designated employee parking. These lots include City Hall, Marquee Plaza
27 Ramp, third level, and the Promenade.

28 Ms. Olsen stated the on street two-hour parking will stay the same, but will now be
29 enforced. The Council suggested posting new signs to show the two-hour limit will be enforced.

30 Jim Lasher, SRF Consulting, asked Council's opinion on having two-hour parking on the
31 West City lot. The Council agreed with this proposal and suggested having it extend Broadway
32 up to Rice Street as well.

33 Mr. George Carisch, owner of Marquee Place parking ramp and building, stated he would
34 send a notice to all of his tenant to make them aware of these changes.

35 Mrs. McCarthy stated the South lot could be closed for valet parking in order to make it
36 safer and more efficient for the valet service. Mr. Tyacke expressed it does not seem like an ideal
37 spot for valet parking. Mrs. Anderson suggested closing the lot for valet only on Friday and
38 Saturday evening. Mr. Willcox recommended Mr. Lasher look at making the South lot valet
39 parking only.

40 Mr. Lasher reported on goals and benefits of a Mobility Management District. The
41 annual cost for the parking district would be \$26,000 for the following four uses: bike center and
42 restrooms, wayfinding signage, valet parking, and administration. This would cost businesses
43 \$.07 per square foot per year. He further reported the annual cost of parking stalls is \$112,500
44 and businesses that need parking would pay \$250 per stall per year.

45 Mr. Lasher gave an update on the pre-design of the parking ramp. He reported the
46 parking ramp will have up to 300 additional spaces, a maximum height of 975 feet, stair and
47 elevator towers, public restrooms, real time signage on the exterior of the ramp, secure bike
48 storage, storm water improvements, and additional development opportunities.

49 The Council asked for clarification on the timeline of the project. Mr. Lasher stated he
50 hopes the site plan will be selected at the June 2 meeting with final approval in July. Mrs.
51 Anderson stated she does not think this will be enough time to make this decision. Mrs.

McCarthy stated it is fast, but she would look to staff for an understanding on what all the numbers mean. Mr. Willcox stated he is comfortable moving forward with these dates.

Mr. Tyacke made a motion, seconded by Mr. Mullin, to approve the 2015 Parking Lot Pilot Projects as modified, and move forward with the design dates as presented.

Mrs. Anderson requested that the two items in the motion be separated. She explained she is in favor of approving the Parking Lot Pilot Projects, but not in favor of the design dates as presented and will not support the motion if both items are included together. Messrs. Tyacke and Mullin indicated the two items in the motion go together and do not need to be separated.

The motion carried 4/1 (Anderson).

d. Consider Approval of Implementation of Muni Delivery Program

Mr. Uram reported Muni General Manager Castellano and his staff have developed a delivery policy for Wayzata Wine and Spirits. Mr. Castellano presented details of the delivery policy and stood for questions from the Council.

The Council asked about the lack of a delivery fee and a minimum \$30 order and suggested having a delivery fee for smaller orders and waiving the fee for larger orders. Mr. Castellano stated the \$30 minimum is to maintain an average transaction.

The Council asked for clarification on why there is delivery to the marina, but not dockside. Ms. Nelson stated this was discussed at the staff level as there was concern about delivery to a boatful of minors that may have one qualified purchaser. The Council stated it was comfortable with the proposed policy on this item.

The Council inquired about the delivery radius and insurance coverage. Mr. Castellano stated every delivery that goes out is covered.

Mrs. Anderson stated she did not know of other businesses that lease a vehicle for delivery and would like to see another plan instead of making an investment on a \$10,000 lease. Mr. Uram advised there is concern about liability with employees using their own vehicles, and the vehicle will also be used for the Wayzata Bar and Grill for catering. There is the possibility of acquiring an internal vehicle from the Police Department. If this does not happen, there needs to be another plan in place. Mr. Uram stated leasing a vehicle has been a key initiative with the Muni business plan and staff would like it implemented as soon as possible. Mrs. McCarthy agreed it is a good plan to lease if it will also be used for catering.

Mr. Mullin stated the Council has been asking for this, staff has provided a plan, and he believes it will pay for itself.

Mrs. Anderson inquired if a one-year lease had been considered. Mr. Uram stated that a one-year lease is more expensive. Mr. Willcox stated he sees a demand for food delivery in addition to the catering aspect by Wayzata Bar and Grill and supports the recommendation. Mrs. Anderson stated she will support the recommendation if the Muni is involved, but would like to see data after one year. Mr. Tyacke stated he is concerned about the cost, but it is important to keep moving forward with the business plan and he supports the recommendation.

AGENDA ITEM 7. City Manager's Report and Discussion Items.

a. Update on Legislative Session

Ms. Nelson stated Senator Osmek is very optimistic about the Capital Bonding Bill for 2016 and committed to continuing to work on it for Wayzata and Excelsior. There will not be a bonding bill this year and unlikely in the special session.

b. Update on Strategic Planning Event

Ms. Nelson indicated she plans to report on this event at the June 2 meeting for Council review.

c. Bushaway Project

1 Ms. Nelson stated there is more work to be done and staff is looking forward to restarting a
2 Bushaway Committee to address issues with the project.

3
4 **d. Announcements**

5 Mr. Willcox announced on Monday, May 25, there will be a service at the cemetery at 10:00 a.m.
6 and a Memorial Day Service at Heritage Park at 11:30 a.m.

7
8 The Council confirmed with Ms. Nelson that staff may proceed with the next steps on the 253-
9 259 Lake Street project.

10
11 Mrs. Anderson reported Dig-It was a success with the leadership of Pat Broyles, Lynn McCarthy,
12 and all the volunteers. She also thanked the Public Works staff for their work with the event.

13
14 **AGENDA ITEM 7. Public Forum Continued (if necessary).**

15 There were no comments.

16
17 **AGENDA ITEM 8. Adjournment.**

18 Mrs. McCarthy made a motion, seconded by Mr. Tyacke to adjourn. There being no further
19 business, Mr. Willcox adjourned the meeting at 11:11 p.m.

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21 Respectfully submitted,

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25 Becky Malone
26 Deputy City Clerk

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28 Drafted by Shannon Schmidt
29 *TimeSaver Off Site Secretarial, Inc.*
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WAYZATA CITY COUNCIL
DRAFT - WORKSHOP MEETING MINUTES
May 21, 2015

7:00 AM DISCUSS WAYZATA BAY REDEVELOPMENT COMPANY REDEVELOPMENT AGREEMENT AMENDMENTS

Mayor Willcox called the workshop meeting to order at 7:00 am in the Community Room at Wayzata City Hall. Council members present: Anderson, McCarthy, Mullin, and Tyacke. Also present: City Manager Nelson, Director of Planning and Building Gadow, Director of Administrative Services Uram, HRA Chair Shaver, City Consultant Stacie Kvilvang with Ehlers, City Attorney Jay Lindgren with Dorsey & Whitney, and John Mehrkens with Presbyterian Homes.

Ms. Nelson advised the Council that the HRA met on April 30, 2015 to review the draft term sheet of proposed amendments to the Redevelopment Agreement for the Wayzata Bay Center Redevelopment Project and appointed Chair Tom Shaver to represent the HRA in finalizing the redevelopment agreement amendments. Ms. Nelson stated that staff is working towards bringing the East Block approvals forward for Council consideration at the June 2nd meeting. As Council will recall, Ms. Nelson stated that one element of the proposed amendments to the redevelopment agreement includes the East Buffer landscaping and pedestrian connection options. Council reviewed the pedestrian connection options at the regular meeting of May 5th and directed staff to proceed with the landscaping of the east end of Lake Street/Roundabout and consider the pedestrian improvements with the implementation of the improvements to the east buffer. Ms. Nelson stated that as a part of this redevelopment agreement process, Council should consider allocating funds to the pedestrian connection as well as any additional funding for the landscape improvements. The draft term sheet includes an additional \$25,000 in funding from Pres Homes for the east buffer landscape improvements.

Ms. Kvilvang reviewed the term sheet of proposed amendments to the Redevelopment Agreement for the Wayzata Bay Center Redevelopment Project. The proposed terms reviewed were:

1. Developer Conditions, as determined to date
2. City Conditions, as determined to date
3. East Block Minimum Improvements
4. Construction Schedule
5. Amended PUD
6. Parking District
7. Landscaping at end of East Lake Street
8. Lookback
9. TIF Note
10. Remnant Parcel
11. Existing Parking Illumination and Wayfinding
12. Construction Work Force and Parking
13. East Buffer Landscaping
14. Future City Ramp
15. Fees
16. Available Tax Increment
17. Execution of the Amended Development Agreement

The Council directed staff to bring the term sheet for redevelopment agreement amendments forward to the Council for consideration on June 2nd. Staff also noted that the term sheet would be presented to the full HRA for consideration prior to June 2nd.

1 The Workshop meeting was adjourned at 8:45 am.

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3 Respectfully submitted,

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6
7 Becky Malone
8 Deputy City Clerk
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DRAFT

***Check Detail Register©**

May 2015

			Check Amt	Invoice	Comment
10100 Anchor Bank					
Paid Chk#	098812	5/20/2015	DEPUTY REGISTRAR 126		
E 640-47000-499	Miscellaneous		\$166.00	MUNI PLATES	DELIVERY VEHICLE PLATES
	Total	DEPUTY REGISTRAR 126	\$166.00		
Paid Chk#	098813	5/20/2015	GOLDEN VALLEY TCAP, LLC		
G 630-20300	Deposits Payable		\$6,858.75	CVR REFUND	CVR REFUND
	Total	GOLDEN VALLEY TCAP, LLC	\$6,858.75		
Paid Chk#	098814	5/20/2015	LAKE 360 INC.		
E 101-49200-496	Contingencies		\$10,000.00	TROLLEY	TROLLEY - 2015
	Total	LAKE 360 INC.	\$10,000.00		
Paid Chk#	098815	5/21/2015	ARCTIC GLACIER INC.		
E 640-47000-254	Soft Drinks/Mix For Resale		\$31.18	437513204	ICE RESALE
E 640-47000-254	Soft Drinks/Mix For Resale		\$97.07	462512409	ICE RESALE
	Total	ARCTIC GLACIER INC.	\$128.25		
Paid Chk#	098816	5/21/2015	ARTISAN BEER COMPANY		
E 640-47000-253	Beer For Resale		\$192.00	3031108	BEER
	Total	ARTISAN BEER COMPANY	\$192.00		
Paid Chk#	098817	5/21/2015	BAGY JO, INC.		
E 640-47000-499	Miscellaneous		\$45.50	52299	STORE UNIFORM SHIRTS
	Total	BAGY JO, INC.	\$45.50		
Paid Chk#	098818	5/21/2015	BAUHAUS BREW LABS		
E 640-47000-253	Beer For Resale		\$199.00	1743	BEER
	Total	BAUHAUS BREW LABS	\$199.00		
Paid Chk#	098819	5/21/2015	BELLBOY BAR SUPPLY CORP.		
E 640-47000-259	Freight		\$17.05	48139900	FREIGHT
E 640-47000-251	Liquor For Resale		\$1,413.00	48139900	LIQUOR
E 640-47000-251	Liquor For Resale		\$189.20	48172500	LIQUOR
E 640-47000-254	Soft Drinks/Mix For Resale		\$41.90	48172500	MISC.BEV.
E 640-47000-251	Liquor For Resale		\$1,188.75	48250500	LIQUOR
E 640-47000-259	Freight		\$19.38	48250500	FREIGHT
E 640-47000-256	MISC.MDSE.RESALE		\$405.90	6539700	CIGARS
E 640-47000-210	Operating Supplies (GENERAL)		\$50.43	91964500	SUPPLIES
E 640-47000-210	Operating Supplies (GENERAL)		\$149.10	92005300	SUPPLIES
	Total	BELLBOY BAR SUPPLY CORP.	\$3,474.71		
Paid Chk#	098820	5/21/2015	BERNICK'S WINE		
E 640-47000-254	Soft Drinks/Mix For Resale		\$126.75	216620	MISC.BEV.
E 640-47000-253	Beer For Resale		\$64.45	216621	BEER
	Total	BERNICK'S WINE	\$191.20		
Paid Chk#	098821	5/21/2015	BERRY COFFEE COMPANY		
E 640-48000-254	Soft Drinks/Mix For Resale		\$148.95	M14226	MISC.BEV.
	Total	BERRY COFFEE COMPANY	\$148.95		
Paid Chk#	098822	5/21/2015	BOURGET IMPORTS		
E 640-47000-252	Wine For Resale		\$480.00	126435	WINE
E 640-47000-259	Freight		\$7.50	126435	WINE
	Total	BOURGET IMPORTS	\$487.50		
Paid Chk#	098823	5/21/2015	CITY VIEW PLUMBING & HEATING		
E 640-48000-404	Repairs/Maint - Machin/Equip		\$156.07	43014	BATHROOM REPAIRS - MUNI

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Total	CITY VIEW PLUMBING & HEATING		\$156.07		
Paid Chk#	098824	5/21/2015	COCA-COLA		
E 640-47000-254	Soft Drinks/Mix For Resale		\$219.44	0188058113	MISC.BEV.
E 640-47000-254	Soft Drinks/Mix For Resale		(\$36.64)	0188058114	MISC.BEV.
E 640-48000-254	Soft Drinks/Mix For Resale		\$2,041.78	0188058709	MISC.BEV.
	Total COCA-COLA		\$2,224.58		
Paid Chk#	098825	5/21/2015	COZZINI BROS., INC.		
E 640-48500-415	Other Equipment Rentals		\$73.48	C1693394	KNIFE EXCHANGE
	Total COZZINI BROS., INC.		\$73.48		
Paid Chk#	098826	5/21/2015	CULLIGAN-METRO		
E 640-48500-210	Operating Supplies (GENERAL)		\$118.43	101X27763302	SUPPLIES
	Total CULLIGAN-METRO		\$118.43		
Paid Chk#	098827	5/21/2015	DAHLHEIMER DISTRIBUTING CO.		
E 640-47000-253	Beer For Resale		\$896.10	1156230	BEER
E 640-48000-253	Beer For Resale		\$327.00	1156231	BEER
E 640-47000-253	Beer For Resale		\$597.64	1156287	BEER
E 640-48000-253	Beer For Resale		\$547.00	1156288	BEER
	Total DAHLHEIMER DISTRIBUTING CO.		\$2,367.74		
Paid Chk#	098828	5/21/2015	DAY DISTRIBUTING		
E 640-48000-253	Beer For Resale		\$1,145.00	800410	BEER
E 640-47000-253	Beer For Resale		\$71.00	800786	BEER
E 640-48000-253	Beer For Resale		\$340.00	801383	BEER
E 640-47000-253	Beer For Resale		\$1,182.80	801384	BEER
E 640-47000-253	Beer For Resale		\$834.37	802370	BEER
	Total DAY DISTRIBUTING		\$3,573.17		
Paid Chk#	098829	5/21/2015	DENNYS 5TH AVENUE BAKERY		
E 640-48500-255	FOODIngredients For Resale		\$43.49	555847	FOOD
E 640-48500-255	FOODIngredients For Resale		\$122.33	556123	FOOD
E 640-48500-255	FOODIngredients For Resale		\$119.54	556223	FOOD
	Total DENNYS 5TH AVENUE BAKERY		\$285.36		
Paid Chk#	098830	5/21/2015	EXTREME BEVERAGE, LLC		
E 640-47000-254	Soft Drinks/Mix For Resale		\$209.40	261-1532	MISC.BEV.
	Total EXTREME BEVERAGE, LLC		\$209.40		
Paid Chk#	098831	5/21/2015	FOREMOST BUSINESS SYSTEMS INC.		
E 640-48000-404	Repairs/Maint - Machin/Equip		\$150.00	18461	NETWORK/REGISTER REPAIRS
	otal FOREMOST BUSINESS SYSTEMS INC.		\$150.00		
Paid Chk#	098832	5/21/2015	G & K SERVICES		
E 640-48500-217	Uniforms		\$40.30	1013883534	KITCHEN UNIFORMS & SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$95.37	1013883534	KITCHEN UNIFORMS & SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)		\$44.06	1013883534	KITCHEN UNIFORMS & SUPPLIES
	Total G & K SERVICES		\$179.73		
Paid Chk#	098833	5/21/2015	GRAPE BEGINNINGS, INC.		
E 640-47000-252	Wine For Resale		\$888.00	181234	WINE
E 640-47000-259	Freight		\$15.75	181234	FREIGHT
	Total GRAPE BEGINNINGS, INC.		\$903.75		
Paid Chk#	098834	5/21/2015	HOHENSTEINS INC.		
E 640-47000-253	Beer For Resale		\$555.92	762261	BEER

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Total HOHENSTEINS INC.			\$555.92		
Paid Chk# 098835	5/21/2015	J.H. LARSON COMPANY			
E 640-48000-409	Maint services & Improv	\$95.00	S100927539.0	LIGHTS	
Total J.H. LARSON COMPANY		\$95.00			
Paid Chk# 098836	5/21/2015	JJ TAYLOR DISTRIBUTING OF MN			
E 640-47000-253	Beer For Resale	\$1,463.90	2362060	BEER	
E 640-47000-253	Beer For Resale	\$1,407.30	2362102	BEER	
E 640-48000-253	Beer For Resale	\$397.35	2364512	BEER	
E 640-48000-253	Beer For Resale	\$359.00	2364565	BEER	
Total JJ TAYLOR DISTRIBUTING OF MN		\$3,627.55			
Paid Chk# 098837	5/21/2015	JOHNSON BROS.-ST.PAUL			
E 640-47000-252	Wine For Resale	\$88.00	5151199	WINE	
E 640-47000-251	Liquor For Resale	\$671.08	5153866	LIQUOR	
E 640-47000-259	Freight	\$4.27	5153866	FREIGHT	
E 640-47000-251	Liquor For Resale	\$2,188.45	5153867	LIQUOR	
E 640-47000-259	Freight	\$19.94	5153867	FREIGHT	
E 640-47000-252	Wine For Resale	\$4,204.45	5153868	WINE	
E 640-47000-259	Freight	\$70.77	5153868	FREIGHT	
E 640-47000-252	Wine For Resale	\$455.60	5153869	WINE	
E 640-47000-259	Freight	\$9.76	5153869	FREIGHT	
E 640-47000-252	Wine For Resale	\$1,524.00	5155190	WINE	
E 640-47000-259	Freight	\$26.84	5155190	FREIGHT	
E 640-47000-251	Liquor For Resale	\$2,552.47	5159101	LIQUOR	
E 640-47000-259	Freight	\$15.86	5159101	FREIGHT	
E 640-47000-252	Wine For Resale	\$46.95	5159102	WINE	
E 640-47000-259	Freight	\$1.22	5159102	FREIGHT	
E 640-47000-252	Wine For Resale	(\$35.22)	524852	WINE	
E 640-47000-252	Wine For Resale	(\$34.00)	525069	WINE	
E 640-47000-252	Wine For Resale	(\$95.95)	525606	WINE	
Total JOHNSON BROS.-ST.PAUL		\$11,714.49			
Paid Chk# 098838	5/21/2015	KARLSBURGER FOODS, INC.			
E 640-48500-255	FOODIngredients For Resale	\$320.00	000378098	FOOD	
Total KARLSBURGER FOODS, INC.		\$320.00			
Paid Chk# 098839	5/21/2015	KREATZ, DAVID			
E 640-48500-130	Employer Paid Ins	\$275.32	MAY 2015	HEALTH INS.REIMB.MAY 2015	
Total KREATZ, DAVID		\$275.32			
Paid Chk# 098840	5/21/2015	LINNIHAN FOY			
E 640-47000-341	General Promotions	\$221.25	004725-0000	SAVOUR REWARDS MATERIAL	
Total LINNIHAN FOY		\$221.25			
Paid Chk# 098841	5/21/2015	M.AMUNDSON LLP			
E 640-47000-256	MISC.MDSE.RESALE	\$1,190.94	194837	CIGARS & CIGARETTES	
Total M.AMUNDSON LLP		\$1,190.94			
Paid Chk# 098842	5/21/2015	MAIN STREET BAKERY			
E 640-48500-255	FOODIngredients For Resale	\$77.62	264092	FOOD	
E 640-48500-255	FOODIngredients For Resale	\$188.25	264177	FOOD	
E 640-48500-255	FOODIngredients For Resale	\$169.20	264300	FOOD	
E 640-48500-255	FOODIngredients For Resale	\$145.35	264449	FOOD	
Total MAIN STREET BAKERY		\$580.42			
Paid Chk# 098843	5/21/2015	MARGRON SKOGLUND WINE IMPORTS			
E 640-47000-259	Freight	\$5.00	20018497	FREIGHT	

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E 640-47000-252	Wine For Resale		\$450.00	20018497	WINE
E 640-47000-259	Freight		\$10.50	20018517	FREIGHT
E 640-47000-252	Wine For Resale		\$500.00	20018517	WINE
tal MARGRON SKOGLUND WINE IMPORTS			\$965.50		
Paid Chk# 098844	5/21/2015	MIDWEST GREASE			
E 640-48000-409	Maint services & Improv		\$180.00	145114	SERVICE
Total MIDWEST GREASE			\$180.00		
Paid Chk# 098845	5/21/2015	NEW FRANCE WINE COMPANY			
E 640-47000-252	Wine For Resale		\$1,699.36	99736	WINE
E 640-47000-259	Freight		\$22.50	99736	FREIGHT
Total NEW FRANCE WINE COMPANY			\$1,721.86		
Paid Chk# 098846	5/21/2015	NORTHWESTERN FRUIT COMPANY			
E 640-48500-255	FOODIngredients For Resale		(\$50.20)	811032	FOOD
E 640-48500-255	FOODIngredients For Resale		(\$40.30)	811443	FOOD
E 640-48500-255	FOODIngredients For Resale		\$828.45	811848	FOOD
E 640-48000-251	Liquor For Resale		\$51.50	812022	LIQUOR
E 640-48000-253	Beer For Resale		\$5.40	812022	BEER
E 640-48500-255	FOODIngredients For Resale		\$470.30	812022	FOOD
E 640-48500-255	FOODIngredients For Resale		\$478.80	812220	FOOD
E 640-48500-255	FOODIngredients For Resale		\$5.50	812311	FOOD
E 640-48000-251	Liquor For Resale		\$34.15	812415	LIQUOR
E 640-48500-255	FOODIngredients For Resale		\$703.60	812415	FOOD
Total NORTHWESTERN FRUIT COMPANY			\$2,487.20		
Paid Chk# 098847	5/21/2015	PAUSTIS & SONS			
E 640-47000-252	Wine For Resale		\$1,113.00	8497804	WINE
E 640-47000-259	Freight		\$8.75	8497804	FREIGHT
E 640-48000-252	Wine For Resale		\$188.75	8497932	WINE
E 640-47000-252	Wine For Resale		\$1,028.00	8497934	WINE
E 640-47000-259	Freight		\$13.75	8497934	FREIGHT
E 640-48000-252	Wine For Resale		\$298.00	8498871	WINE
E 640-47000-251	Liquor For Resale		\$140.00	8498876	LIQUOR
E 640-47000-259	Freight		\$2.25	8498876	FREIGHT
Total PAUSTIS & SONS			\$2,792.50		
Paid Chk# 098848	5/21/2015	PHILLIPS WINES & SPIRITS			
E 640-48000-251	Liquor For Resale		\$421.36	2783006	LIQUOR
E 640-47000-252	Wine For Resale		\$852.00	2783138	WINE
E 640-47000-259	Freight		\$14.85	2783138	FREIGHT
E 640-47000-259	Freight		\$17.39	2783139	FREIGHT
E 640-47000-251	Liquor For Resale		\$2,763.00	2783139	LIQUOR
E 640-47000-259	Freight		\$2.44	2784842	FREIGHT
E 640-47000-252	Wine For Resale		\$88.00	2784842	WINE
E 640-47000-251	Liquor For Resale		\$518.62	2786606	LIQUOR
E 640-47000-259	Freight		\$5.49	2786606	FREIGHT
Total PHILLIPS WINES & SPIRITS			\$4,683.15		
Paid Chk# 098849	5/21/2015	PLUNKETT S PEST CONTROL			
E 640-48000-409	Maint services & Improv		\$120.41	4085711	SERVICE
Total PLUNKETT S PEST CONTROL			\$120.41		
Paid Chk# 098850	5/21/2015	QUALITY SERVICE, INC.			
E 640-48500-404	Repairs/Maint - Machin/Equip		\$143.73	30786	OVEN REPAIRS
Total QUALITY SERVICE, INC.			\$143.73		

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Paid Chk# 098851	5/21/2015	RITE			
E 640-47000-540	Equipment		\$529.02	10335	LABEL PRINTER
	Total RITE		\$529.02		
Paid Chk# 098852	5/21/2015	SECURITY PRODUCTS COMPANY			
E 640-47000-404	Repairs/Maint - Machin/Equip		\$336.50	1109651	ALARM CHARGES
	Total SECURITY PRODUCTS COMPANY		\$336.50		
Paid Chk# 098853	5/21/2015	SOUTHERN WINE & SPIRITS OF MN			
E 640-47000-251	Liquor For Resale		\$4,265.75	1282385	LIQUOR
E 640-47000-259	Freight		\$33.55	1282385	FREIGHT
E 640-47000-259	Freight		\$10.00	1282386	FREIGHT
E 640-47000-252	Wine For Resale		\$957.50	1282386	WINE
E 640-47000-252	Wine For Resale		\$3,188.00	1282387	WINE
E 640-47000-259	Freight		\$36.25	1282387	FREIGHT
	Total SOUTHERN WINE & SPIRITS OF MN		\$8,491.05		
Paid Chk# 098854	5/21/2015	SPENCER JANITORIAL			
E 640-48000-409	Maint services & Improv		\$2,177.63	10320	MONTHLY CLEANING
	Total SPENCER JANITORIAL		\$2,177.63		
Paid Chk# 098855	5/21/2015	STRATEGIC EQUIPMENT AND			
E 430-40000-309	Contractual Services		\$840.78	2410854	CLEANER
E 640-48500-210	Operating Supplies (GENERAL)		\$113.00	2413497	KITCHEN SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$42.29	2413499	KITCHEN SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$6.76	2413500	KITCHEN SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)		\$15.25	2413503	BAR SUPPLIES
E 640-48000-341	General Promotions		\$65.44	2413503	PROMO SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$525.86	2413503	KITCHEN SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$189.24	2413534	KITCHEN SUPPLIES
	Total STRATEGIC EQUIPMENT AND		\$1,798.62		
Paid Chk# 098856	5/21/2015	SUNBURST CHEMICALS, INC.			
E 640-48000-409	Maint services & Improv		\$1,203.66	0344375	CLEANING SUPPLIES
	Total SUNBURST CHEMICALS, INC.		\$1,203.66		
Paid Chk# 098857	5/21/2015	SYSCO MINNESOTA			
E 640-48500-255	FOODIngredients For Resale		\$4,550.69	505011739	FOOD
E 640-48500-210	Operating Supplies (GENERAL)		\$40.74	505011739	KITCHEN SUPPLIES
E 640-48000-342	Promotions - Food/Drinks		\$28.17	505011739	PROMO FOOD
E 640-48000-251	Liquor For Resale		\$23.51	505011739	LIQUOR
E 640-48500-255	FOODIngredients For Resale		(\$50.00)	505020776	FOOD
E 640-48000-342	Promotions - Food/Drinks		\$27.93	505040817	PROMO FOOD
E 640-48500-255	FOODIngredients For Resale		\$3,608.79	505040817	FOOD
E 640-48500-210	Operating Supplies (GENERAL)		\$87.77	505040817	KITCHEN SUPPLIES
E 640-48000-251	Liquor For Resale		\$19.68	505040817	LIQUOR
E 640-48000-342	Promotions - Food/Drinks		\$28.17	505060859	PROMO FOOD
E 640-48000-254	Soft Drinks/Mix For Resale		\$22.85	505060859	MISC.BEV.
E 640-48500-210	Operating Supplies (GENERAL)		\$42.11	505060859	KITCHEN SUPPLIES
E 640-48500-255	FOODIngredients For Resale		\$3,261.44	505060859	FOOD
E 640-48000-251	Liquor For Resale		\$114.33	505060859	LIQUOR
E 640-48500-255	FOODIngredients For Resale		(\$40.83)	505071317	FOOD
E 640-48000-342	Promotions - Food/Drinks		\$84.03	505080891	PROMO FOOD
E 640-48000-251	Liquor For Resale		\$19.68	505080891	LIQUOR
E 640-48500-255	FOODIngredients For Resale		\$4,609.44	505080891	FOOD
E 640-48500-210	Operating Supplies (GENERAL)		\$185.48	505080891	KITCHEN SUPPLIES
E 640-48000-342	Promotions - Food/Drinks		\$56.10	505110953	PROMO FOOD
E 640-48000-251	Liquor For Resale		\$44.08	505110953	LIQUOR

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E 640-48000-341	General Promotions		\$45.92	505110953	PROMO SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$102.07	505110953	KITCHEN SUPPLIES
E 640-48500-255	FOODIngredients For Resale		\$4,231.55	505110953	FOOD
Total SYSCO MINNESOTA			\$21,143.70		
Paid Chk# 098858	5/21/2015	T.D. ANDERSON INC.			
E 640-48000-409	Maint services & Improv		\$115.00	547864	BEER LINES CLEANED
Total T.D. ANDERSON INC.			\$115.00		
Paid Chk# 098859	5/21/2015	THORPE DISTRIBUTING CO.			
E 640-48000-253	Beer For Resale		\$175.00	891999	BEER
E 640-48000-253	Beer For Resale		\$143.30	892057	BEER
E 640-47000-253	Beer For Resale		\$55.65	892058	BEER
E 640-47000-253	Beer For Resale		\$3,304.55	892059	BEER
E 640-48000-253	Beer For Resale		\$685.00	892060	BEER
E 640-47000-253	Beer For Resale		\$247.10	892681	BEER
E 640-48000-253	Beer For Resale		\$670.00	893524	BEER
E 640-47000-253	Beer For Resale		\$72.80	893525	BEER
E 640-47000-253	Beer For Resale		\$1,866.75	893532	BEER
Total THORPE DISTRIBUTING CO.			\$7,220.15		
Paid Chk# 098860	5/21/2015	TOLL GAS & WELDING SUPPLY			
E 640-48000-210	Operating Supplies (GENERAL)		\$46.50	40026351	SUPPLIES
Total TOLL GAS & WELDING SUPPLY			\$46.50		
Paid Chk# 098861	5/21/2015	TRADITION WINE & SPIRITS			
E 640-47000-259	Freight		\$2.00	5740	FREIGHT
E 640-47000-251	Liquor For Resale		\$160.00	5740	LIQUOR
Total TRADITION WINE & SPIRITS			\$162.00		
Paid Chk# 098862	5/21/2015	ULTRA-CHEM IN.C			
E 640-48000-409	Maint services & Improv		\$624.22	1135888	CHEMICALS
Total ULTRA-CHEM IN.C			\$624.22		
Paid Chk# 098863	5/21/2015	VINOCOPIA			
E 640-47000-259	Freight		\$7.50	0123843	FREIGHT
E 640-47000-251	Liquor For Resale		\$329.25	0123843	LIQUOR
Total VINOCOPIA			\$336.75		
Paid Chk# 098864	5/21/2015	WINE COMPANY			
E 640-47000-252	Wine For Resale		\$3,972.00	392302	WINE
E 640-47000-259	Freight		\$39.60	392302	WINE
Total WINE COMPANY			\$4,011.60		
Paid Chk# 098865	5/21/2015	WINE MERCHANT			
E 640-47000-252	Wine For Resale		(\$89.22)	702689	WINE
E 640-47000-259	Freight		\$12.20	7029141	FREIGHT
E 640-47000-252	Wine For Resale		\$2,238.00	7029141	WINE
E 640-47000-259	Freight		\$9.76	7029881	FREIGHT
E 640-47000-252	Wine For Resale		\$2,416.00	7029881	WINE
E 640-47000-259	Freight		\$2.44	7030349	FREIGHT
E 640-47000-252	Wine For Resale		\$528.00	7030349	WINE
E 640-47000-252	Wine For Resale		\$280.00	7030393	WINE
E 640-47000-259	Freight		\$1.22	7030393	FREIGHT
Total WINE MERCHANT			\$5,398.40		
Paid Chk# 098866	5/21/2015	WIRTZ BEVERAGE MN BEER			
E 640-48000-253	Beer For Resale		\$261.00	1090400058	BEER
E 640-47000-253	Beer For Resale		\$2,750.30	1090400408	BEER

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E 640-48000-253	Beer For Resale		\$407.00	1090403532	BEER
E 640-47000-253	Beer For Resale		\$73.95	1090403882	BEER
E 640-47000-253	Beer For Resale		\$69.30	1090403883	BEER
E 640-47000-253	Beer For Resale		\$1,221.65	1090403884	BEER
Total WIRTZ BEVERAGE MN BEER			\$4,783.20		
Paid Chk#	098867	5/21/2015	WIRTZ BEVERAGE MN WINE & SPIRI		
E 640-47000-259	Freight		\$1.45	1080318025	FREIGHT
E 640-47000-251	Liquor For Resale		\$147.00	1080318025	LIQUOR
E 640-47000-259	Freight		\$1.45	1080319805	FREIGHT
E 640-47000-252	Wine For Resale		\$72.00	1080319805	WINE
E 640-47000-259	Freight		\$13.77	1080319806	FREIGHT
E 640-47000-252	Wine For Resale		\$1,536.00	1080319806	WINE
E 640-47000-251	Liquor For Resale		\$3,429.48	1080320291	LIQUOR
E 640-47000-259	Freight		\$33.23	1080320291	FREIGHT
E 640-47000-259	Freight		\$17.08	1080322763	FREIGHT
E 640-47000-251	Liquor For Resale		\$1,944.22	1080322763	LIQUOR
E 640-47000-251	Liquor For Resale		(\$91.45)	2080086153	LIQUOR
E 640-47000-252	Wine For Resale		(\$100.00)	2080089887	WINE
Total WIRTZ BEVERAGE MN WINE & SPIRI			\$7,004.23		
Paid Chk#	098868	5/27/2015	ABSOLUTE MECHANICAL		
E 101-41940-404	Repairs/Maint - Machin/Equip		\$640.00	5185	CH QUARTERLY MAINT.
Total ABSOLUTE MECHANICAL			\$640.00		
Paid Chk#	098869	5/27/2015	AEM FINANCIAL SOLUTIONS		
E 101-41500-301	Auditing and Acct g Services		\$207.35	348279	FINANCIAL CONSULTANT
Total AEM FINANCIAL SOLUTIONS			\$207.35		
Paid Chk#	098870	5/27/2015	AM.PUBLIC WORKS ASSOC.		
E 101-45200-433	Dues, Licensing & Seminars		\$93.75	2015 DUES	MIKE KELLY 2015 DUES
E 101-43100-433	Dues, Licensing & Seminars		\$93.75	2015 DUES	MIKE KELLY 2015 DUES
E 101-43300-433	Dues, Licensing & Seminars		\$187.50	2015 DUES	MIKE KELLY 2015 DUES
Total AM.PUBLIC WORKS ASSOC.			\$375.00		
Paid Chk#	098871	5/27/2015	ANCOM COMMUNICATIONS, INC.		
E 101-42200-323	Radio Units		\$831.00	53061	FD RADIO BATTERIES
Total ANCOM COMMUNICATIONS, INC.			\$831.00		
Paid Chk#	098872	5/27/2015	BANK OF AMERICA		
E 101-42200-217	Uniforms		\$137.97		FD UNIFORMS
Total BANK OF AMERICA			\$137.97		
Paid Chk#	098873	5/27/2015	BARCO MUNICIPAL PRODUCTS		
E 610-40000-210	Operating Supplies (GENERAL)		\$157.26	215630	WATER & SEWER MARKING SUPPLIES
E 620-40000-210	Operating Supplies (GENERAL)		\$157.26	215630	WATER & SEWER MARKING SUPPLIES
Total BARCO MUNICIPAL PRODUCTS			\$314.52		
Paid Chk#	098874	5/27/2015	BARTON SAND & GRAVEL CO.		
E 101-45200-229	Dirt, Sand and gravel		\$59.15	150430	CANOE RACK STAND SAND
Total BARTON SAND & GRAVEL CO.			\$59.15		
Paid Chk#	098875	5/27/2015	BERRY COFFEE COMPANY		
E 101-43100-499	Miscellaneous		\$138.95	T114800	COFFEE SUPPLIES
E 101-41500-499	Miscellaneous		\$140.00	T114800	COFFEE SUPPLIES
Total BERRY COFFEE COMPANY			\$278.95		
Paid Chk#	098876	5/27/2015	BEST & FLANAGAN		
E 101-41500-304	Legal Fees		\$1,012.90	451623	DOWNTOWN PARKING

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E 101-41500-304	Legal Fees	\$611.80	451675	RETAINER
E 101-41500-304	Legal Fees	\$951.20	451676	CITY COUNCIL
E 101-41500-304	Legal Fees	\$1,306.00	451677	BURLINGTON NORTHERN
E 101-41500-304	Legal Fees	\$225.00	451680	BEACH HOUSE CONCESSIONS
E 407-40000-304	Legal Fees	\$645.00	451681	CELL TOWER
E 101-41500-304	Legal Fees	\$750.00	451682	WAYZATA DOCKING FACILITY
E 101-41500-304	Legal Fees	\$225.00	451683	UNITARIAN CHURCH
E 101-41500-304	Legal Fees	\$412.50	451684	235 & 239 LAKE STREET
G 101-20310	Escrow	\$550.00	451685	BAY CENTER ESCROW PROJECT
E 101-41500-304	Legal Fees	\$959.30	451687	ORDINANCES
Total BEST & FLANAGAN		\$7,648.70		
Paid Chk# 098877	5/27/2015	BUDGET PRINTING & AWARDS		
E 404-40000-499	Miscellaneous	\$17.08	7925	BENCH PLATE
Total BUDGET PRINTING & AWARDS		\$17.08		
Paid Chk# 098878	5/27/2015	CALTRELL		
E 101-45200-222	Repair & Maint - Equip	\$24.53	27984	PARTS
Total CALTRELL		\$24.53		
Paid Chk# 098879	5/27/2015	CENTRA SODABLASTING, LLC		
E 408-40000-520	Buildings and Structures	\$3,695.00	14-6272	BEACH BATH HOUSE REHAB
Total CENTRA SODABLASTING, LLC		\$3,695.00		
Paid Chk# 098880	5/27/2015	CLAREY S SAFETY EQUIPMENT		
E 101-42200-240	Small Tools and Minor Equip	\$150.00	160897	FD TOOLS
E 101-42200-240	Small Tools and Minor Equip	\$390.00	160978	FD TOOLS
Total CLAREY S SAFETY EQUIPMENT		\$540.00		
Paid Chk# 098881	5/27/2015	CLASSIC CLEANING COMPANY		
E 101-41940-409	Maint services & Improv	\$1,660.00	22196	MONTHLY CLEANING
E 101-41940-409	Maint services & Improv	\$537.00	22197	PW MONTHLY CLEANING
Total CLASSIC CLEANING COMPANY		\$2,197.00		
Paid Chk# 098882	5/27/2015	COMMERCIAL ASPHALT CO.		
E 430-40000-309	Contractual Services	\$575.78	150515	ASPHALT
Total COMMERCIAL ASPHALT CO.		\$575.78		
Paid Chk# 098883	5/27/2015	CRABTREE COMPANIES		
E 620-40000-200	Office Supplies (GENERAL)	\$206.24	132525	PW COPIER OVERAGE
E 610-40000-200	Office Supplies (GENERAL)	\$206.24	132525	PW COPIER OVERAGE
E 101-43100-200	Office Supplies (GENERAL)	\$206.24	132525	PW COPIER OVERAGE
E 101-45200-200	Office Supplies (GENERAL)	\$206.24	132525	PW COPIER OVERAGE
Total CRABTREE COMPANIES		\$824.96		
Paid Chk# 098884	5/27/2015	CRETEX CONCRETE PRODUCTS NORTH		
E 620-49100-405	Maint/Replac - System	\$837.90	1522	LIFTSTATION #9 REHAB
Total CRETEX CONCRETE PRODUCTS NORTH		\$837.90		
Paid Chk# 098885	5/27/2015	DELTA DENTAL OF MINNESOTA		
G 101-21717	Dental Insurance	\$1,920.25	6010735	DENTAL INS.
Total DELTA DENTAL OF MINNESOTA		\$1,920.25		
Paid Chk# 098886	5/27/2015	DIAMOND VOGEL PAINTS		
E 101-43100-226	Sign Repair Materials	\$219.92	101505282	STREET MARKING PAINT
Total DIAMOND VOGEL PAINTS		\$219.92		
Paid Chk# 098887	5/27/2015	DIVERSIFIED ELECTRIC INC.		
E 620-49100-405	Maint/Replac - System	\$2,500.00	1358	LIFTSTATION #14 NEW CONTROL CABINET

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Total DIVERSIFIED ELECTRIC INC.			\$2,500.00		
Paid Chk# 098888	5/27/2015	DORSEY & WHITNEY LLP			
E 401-40000-304	Legal Fees		\$5,364.90	3200548	DOWNTOWN PARKING
Total DORSEY & WHITNEY LLP			\$5,364.90		
Paid Chk# 098889	5/27/2015	EHLERS			
E 401-40000-309	Contractual Services		\$157.50	67506	DOWNTOWN PARKING
E 316-40000-309	Contractual Services		\$4,781.25	67507	BAY CENTER TIF
E 401-40000-309	Contractual Services		\$52.50	67508	GENERAL TIF CONSULTING
Total EHLERS			\$4,991.25		
Paid Chk# 098890	5/27/2015	EIBENSTEINER, JIM			
E 610-40000-241	Safety equip/testings		\$50.00	REIMB.	REIMB.FOR SAFETY SHOES
E 620-40000-241	Safety equip/testings		\$49.99	REIMB.	REIMB.FOR SAFETY SHOES
Total EIBENSTEINER, JIM			\$99.99		
Paid Chk# 098891	5/27/2015	EMBEDDED SYSTEMS, INC.			
E 101-42500-409	Maint services & Improv		\$527.16	33732	CIVIL DEFENSE SIREN MAINT.
Total EMBEDDED SYSTEMS, INC.			\$527.16		
Paid Chk# 098892	5/27/2015	ESS BROTHERS & SONS INC.			
E 408-40000-402	Sidewalk Replacement		\$435.00	UU2027	SIDEWALK - HANDICAP RECESS
Total ESS BROTHERS & SONS INC.			\$435.00		
Paid Chk# 098893	5/27/2015	FERGUSON ENTERPRISES, INC.			
E 101-41940-210	Operating Supplies (GENERAL)		\$104.54	3528672	SUPPLIES
E 101-41940-210	Operating Supplies (GENERAL)		\$56.49	3528672-1	SUPPLIES
E 101-41940-210	Operating Supplies (GENERAL)		\$21.83	3528672-2	SUPPLIES
E 101-41940-210	Operating Supplies (GENERAL)		\$25.12	3532855	SUPPLIES
E 101-41940-210	Operating Supplies (GENERAL)		\$49.94	3533232	SUPPLIES
E 620-40000-210	Operating Supplies (GENERAL)		\$22.24	3534676	SUPPLIES
Total FERGUSON ENTERPRISES, INC.			\$280.16		
Paid Chk# 098894	5/27/2015	FIRE CATT			
E 101-42200-241	Safety equip/testings		\$1,399.25	MN-4632	FIRE HOSE TESTING
E 101-42200-241	Safety equip/testings		\$1,315.15	MN-4633	FIRE HOSE TESTING
Total FIRE CATT			\$2,714.40		
Paid Chk# 098895	5/27/2015	GARY'S SEWER AND DRAIN			
E 620-40000-409	Maint services & Improv		\$150.00	15122	SEWER LINE AT BATH HOUSE
Total GARY'S SEWER AND DRAIN			\$150.00		
Paid Chk# 098896	5/27/2015	GRAYBAR			
E 404-40000-309	Contractual Services		\$16,280.00	978942620	WAYFINDING
E 408-40000-309	Contractual Services		\$25,185.00	978942620	LIGHT POLES
Total GRAYBAR			\$41,465.00		
Paid Chk# 098897	5/27/2015	GROVE NURSERY			
E 101-45200-229	Dirt, Sand and gravel		\$1,125.00	25294300	MULCH & SOIL
E 101-45200-229	Dirt, Sand and gravel		\$204.00	25368100	MULCH & SOIL
Total GROVE NURSERY			\$1,329.00		
Paid Chk# 098898	5/27/2015	HEITZ, CHRISTOPHER			
E 101-43100-331	Mileage & Expense Account		\$136.85	MILEAGE	MILEAGE REIMB.
E 101-43100-331	Mileage & Expense Account		\$58.65	MILEAGE	MILEAGE REIMB.
Total HEITZ, CHRISTOPHER			\$195.50		
Paid Chk# 098899	5/27/2015	HENN.CNTY.INFO.TECH.DEPT.			

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E 101-42200-323	Radio Units	\$962.58	10000060442	RADIO CONNECTION
E 101-43100-323	Radio Units	\$151.39	10000060453	RADIO CONNECTION
E 101-45200-323	Radio Units	\$150.00	10000060453	RADIO CONNECTION
E 610-40000-323	Radio Units	\$80.00	10000060453	RADIO CONNECTION
E 620-40000-323	Radio Units	\$80.00	10000060453	RADIO CONNECTION
Total	HENN.CNTY.INFO.TECH.DEPT.	\$1,423.97		
Paid Chk# 098900	5/27/2015	HOEFKER, TROY		
E 101-42200-210	Operating Supplies (GENERAL)	\$85.78	REIMB.	FD SUPPLIES
Total	HOEFKER, TROY	\$85.78		
Paid Chk# 098901	5/27/2015	INTEGRATED FIRE & SECURITY		
E 610-40000-242	Well & F.P. Equipment	\$200.00	62249	WTP#3 FIRE ALARM INSPECTION
Total	INTEGRATED FIRE & SECURITY	\$200.00		
Paid Chk# 098902	5/27/2015	JIRAK, TIMOTHY		
R 610-00000-37110	W/S/Storm Sales	\$96.78	REFUND	OVER PAYMENT ON FINAL UTILITY BILL
Total	JIRAK, TIMOTHY	\$96.78		
Paid Chk# 098903	5/27/2015	JONES, REBECCA		
E 101-43100-499	Miscellaneous	\$34.15	REIMB.	SUPPLIES REIMB.
Total	JONES, REBECCA	\$34.15		
Paid Chk# 098904	5/27/2015	KAMIDA		
E 408-40000-402	Sidewalk Replacement	\$6,575.00	001476	MISC.CONCRETE WORK
Total	KAMIDA	\$6,575.00		
Paid Chk# 098905	5/27/2015	KD & COMPANY		
E 610-40000-405	Maint/Replac - System	\$350.00	6653	CONCRETE DISPOSAL
Total	KD & COMPANY	\$350.00		
Paid Chk# 098906	5/27/2015	KELLY, MICHAEL JR.		
E 101-43300-331	Mileage & Expense Account	\$509.52	REIMB.	APWA CONF. EXP.
Total	KELLY, MICHAEL JR.	\$509.52		
Paid Chk# 098907	5/27/2015	KILLMER ELECTRIC CO.,INC.		
E 101-45203-220	Repair/Maint Supply (GENERAL)	\$380.00	80347	TRAFFIC SIGNAL REPAIRS
E 101-45203-220	Repair/Maint Supply (GENERAL)	\$95.31	80348	TRAFFIC SIGNAL REPAIRS
E 101-45203-220	Repair/Maint Supply (GENERAL)	\$95.00	80349	TRAFFIC SIGNAL REPAIRS
Total	KILLMER ELECTRIC CO.,INC.	\$570.31		
Paid Chk# 098908	5/27/2015	LAMBERT, JEFFREY W.		
E 101-42120-304	Legal Fees	\$2,686.00	928.002	LEGAL SERVICES
Total	LAMBERT, JEFFREY W.	\$2,686.00		
Paid Chk# 098909	5/27/2015	LAW ENFORCEMENT LABOR SERVICES		
G 101-21707	Police union dues	\$423.00	MAY 2015	UNION DUES MAY 2015
Total	LAW ENFORCEMENT LABOR SERVICES	\$423.00		
Paid Chk# 098910	5/27/2015	MADDEN, GALANTER, HANSEN, LLP		
E 101-41500-306	Personnel Expense	\$189.00	4/1-4/30/15	LABOR RELATIONS SERVICE
Total	MADDEN, GALANTER, HANSEN, LLP	\$189.00		
Paid Chk# 098911	5/27/2015	MAMA		
E 101-41500-331	Mileage & Expense Account	\$20.00	1826	LUNCHEON MTG. - NELSON
E 101-41910-331	Mileage & Expense Account	\$30.00	1830	MTG.-GADOW
Total	MAMA	\$50.00		
Paid Chk# 098912	5/27/2015	MANSFIELD OIL COMPANY		

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E 101-49200-212	Motor Fuels		\$2,185.57	472521	FUEL
Total MANSFIELD OIL COMPANY			\$2,185.57		
Paid Chk# 098913	5/27/2015	MATTINGLY, LIZ			
R 610-00000-37110	W/S/Storm Sales		\$64.89	REFUND	OVER PAYMENT ON FINAL UTILITY BILL
Total MATTINGLY, LIZ			\$64.89		
Paid Chk# 098914	5/27/2015	MEDIACOM			
E 101-41940-321	Telephone		\$309.95		SERVICE
Total MEDIACOM			\$309.95		
Paid Chk# 098915	5/27/2015	METERING & TECHNOLOGY SOLUTION			
G 610-14100	Inventory of Material/Supply		\$4,063.75	3572	WATER METERS
G 620-14100	Inventory of Material/Supply		\$4,063.75	3572	WATER METERS
tal METERING & TECHNOLOGY SOLUTION			\$8,127.50		
Paid Chk# 098916	5/27/2015	METRO ELEVATOR, INC.			
E 101-41940-404	Repairs/Maint - Machin/Equip		\$315.00	43305	SERVICE
Total METRO ELEVATOR, INC.			\$315.00		
Paid Chk# 098917	5/27/2015	MILLER, FRED			
E 235-40000-302	Consultants		\$1,525.00	98	WCTV
Total MILLER, FRED			\$1,525.00		
Paid Chk# 098918	5/27/2015	MINNESOTA EQUIPMENT			
E 101-45200-222	Repair & Maint - Equip		\$41.93	P30415	PARTS/SUPPLIES
E 101-43100-210	Operating Supplies (GENERAL)		\$13.74	P30415	PARTS/SUPPLIES
Total MINNESOTA EQUIPMENT			\$55.67		
Paid Chk# 098919	5/27/2015	MN BATTERY LLC			
E 101-45200-222	Repair & Maint - Equip		\$64.75	14062	PARTS
Total MN BATTERY LLC			\$64.75		
Paid Chk# 098920	5/27/2015	MN CHILD SUPPORT PAYMENT CENTE			
G 101-21710	County WH		\$235.00	0015104841	WITHHOLDING ORDER
tal MN CHILD SUPPORT PAYMENT CENTE			\$235.00		
Paid Chk# 098921	5/27/2015	MN DEPARTMENT OF HEALTH			
E 610-40000-433	Dues, Licensing & Seminars		\$23.00	SCHRUPP RE	WATER SYSTEM OPERATOR RENEWAL APP.
Total MN DEPARTMENT OF HEALTH			\$23.00		
Paid Chk# 098922	5/27/2015	MN DEPT.OF TRANSPORTATION			
E 620-49100-309	Contractual Services		\$2,602.80	276574	MN DOT AUXILIARY LANE
Total MN DEPT.OF TRANSPORTATION			\$2,602.80		
Paid Chk# 098923	5/27/2015	MOSS & BARNETT			
E 101-41500-304	Legal Fees		\$4,659.00	626526	MEDIACOM FRANCHISE RENEWAL
Total MOSS & BARNETT			\$4,659.00		
Paid Chk# 098924	5/27/2015	NAPA AUTO PARTS-WATERTOWN			
E 101-45200-210	Operating Supplies (GENERAL)		\$58.87	438036	SUPPLIES
Total NAPA AUTO PARTS-WATERTOWN			\$58.87		
Paid Chk# 098925	5/27/2015	OFFICE DEPOT			
E 640-47000-200	Office Supplies (GENERAL)		\$24.32	769666846001	SUPPLIES
E 101-41500-200	Office Supplies (GENERAL)		\$30.13	769666846001	SUPPLIES
E 101-42100-200	Office Supplies (GENERAL)		\$73.17	770535786001	SUPPLIES
E 101-41500-200	Office Supplies (GENERAL)		\$72.83	770535786001	SUPPLIES
E 640-48000-200	Office Supplies (GENERAL)		\$113.08	770764777001	SUPPLIES

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E 640-48000-200	Office Supplies (GENERAL)	\$18.71	770764850001	SUPPLIES
Total OFFICE DEPOT		\$332.24		
Paid Chk# 098926	5/27/2015	POPP TELECOM		
E 620-40000-323	Radio Units	\$32.70		SERVICE
E 640-47000-321	Telephone	\$100.00		SERVICE
E 640-48000-321	Telephone	\$100.00		SERVICE
E 101-41940-321	Telephone	\$321.89		SERVICE
E 610-40000-323	Radio Units	\$89.58		SERVICE
E 101-41500-200	Office Supplies (GENERAL)	\$40.61	127980	PARTS
Total POPP TELECOM		\$684.78		
Paid Chk# 098927	5/27/2015	PRAIRIE RESTORATIONS, INC.		
E 404-40000-309	Contractual Services	\$149.59	33996	PRAIRIE MAINT.
E 404-40000-309	Contractual Services	\$220.07	33997	PRAIRIE MAINT.
E 404-40000-309	Contractual Services	\$183.59	33998	PRAIRIE MAINT.
Total PRAIRIE RESTORATIONS, INC.		\$553.25		
Paid Chk# 098928	5/27/2015	RANDY S SANITATION		
E 101-41940-386	Other Utilities	\$595.43		PW & CH SERVICE
E 650-47500-384	Refuse/Garbage Disposal	\$8,463.01		LABOR
E 650-47500-384	Refuse/Garbage Disposal	\$66.95		STICKERS
E 650-47500-384	Refuse/Garbage Disposal	\$1,469.22		KARTS
E 650-47500-384	Refuse/Garbage Disposal	\$947.43		DRIVE UP
E 640-47000-384	Refuse/Garbage Disposal	\$150.00		STORE
E 650-47600-309	Contractual Services	\$3,886.20		RECYCLING
E 650-47800-384	Refuse/Garbage Disposal	\$6,479.48		ORGANICS
E 650-47800-386	Other Utilities	\$48.60		ORGANICS DISPOSAL
E 640-48000-384	Refuse/Garbage Disposal	\$342.80		BAR
E 650-47500-499	Miscellaneous	\$7,367.83		SPRING CLEAN UP
E 650-47500-386	Other Utilities	\$3,181.57		DISPOSAL
Total RANDY S SANITATION		\$32,998.52		
Paid Chk# 098929	5/27/2015	SELECT MECHANICAL		
R 610-00000-37140	Meter Sales	\$494.00	REFUND	WATER METER
G 101-20814	Sales Tax - 7.275%	\$35.94	REFUND	TAX ON METER
R 610-00000-37150	WS Connect/Reconnect Fee	\$52.00	REFUND	INSPECTION FEE
Total SELECT MECHANICAL		\$581.94		
Paid Chk# 098930	5/27/2015	SHERWIN INDUSTRIES		
E 620-40000-225	Repair & Maint - System	\$314.81	SS060106	MANHOLE RINGS
Total SHERWIN INDUSTRIES		\$314.81		
Paid Chk# 098931	5/27/2015	SHORT ELLIOTT HENDRICKSON INC.		
G 101-20310	Escrow	\$857.83	297825	ANTENNA ESCROW PROJECTS
Total SHORT ELLIOTT HENDRICKSON INC.		\$857.83		
Paid Chk# 098932	5/27/2015	SIGNS NOW		
E 233-40000-210	Operating Supplies (GENERAL)	\$239.00	28006	PROPERTY PLATES
Total SIGNS NOW		\$239.00		
Paid Chk# 098933	5/27/2015	SPRINT		
E 101-42200-323	Radio Units	\$300.28	523093316-16	FD SERVICE
Total SPRINT		\$300.28		
Paid Chk# 098934	5/27/2015	SRF CONSULTING GROUP, INC.		
E 316-40000-309	Contractual Services	\$693.68	08854.00-1	SUPERIOR BLVD CONSTRUCTION COST ESTIMATE - BAY CENTER TIF

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Total	SRF CONSULTING GROUP, INC.	\$693.68			
Paid Chk#	098935	5/27/2015	STANTEC CONSULTING SERVICES		
E 620-49100-405	Maint/Replac - System		\$4,194.25	908240	LIFTSTATION #5 REHAB
Total	STANTEC CONSULTING SERVICES		\$4,194.25		
Paid Chk#	098936	5/27/2015	TIME SAVER		
E 101-41100-302	Consultants		\$666.00	M21336	MTG.MINUTES
Total	TIME SAVER		\$666.00		
Paid Chk#	098937	5/27/2015	TRI-CITY		
E 610-40000-309	Contractual Services		\$52.50	4/1-4/30/15	WATER ANALYSIS
Total	TRI-CITY		\$52.50		
Paid Chk#	098938	5/27/2015	UPS STORE		
E 101-41500-200	Office Supplies (GENERAL)		\$37.92	0958	SUPPLIES
E 101-41500-200	Office Supplies (GENERAL)		\$30.34	9780	SUPPLIES
Total	UPS STORE		\$68.26		
Paid Chk#	098939	5/27/2015	USA BLUE BOOK		
E 101-43100-241	Safety equip/testings		\$39.91	635693	SAFETY EQUIP.
E 610-40000-241	Safety equip/testings		\$39.91	635693	SAFETY EQUIP.
E 620-40000-241	Safety equip/testings		\$39.91	635693	SAFETY EQUIP.
E 610-40000-240	Small Tools and Minor Equip		\$69.71	635693	SAFETY EQUIP.
E 620-40000-240	Small Tools and Minor Equip		\$69.70	635693	SAFETY EQUIP.
Total	USA BLUE BOOK		\$259.14		
Paid Chk#	098940	5/27/2015	USA MOBILITY WIRELESS		
E 101-43100-323	Radio Units		\$14.72	Y0318102E	STREET DEPT.PAGER
Total	USA MOBILITY WIRELESS		\$14.72		
Paid Chk#	098941	5/27/2015	VISU-SEWER CLEAN & SEAL, INC.		
E 670-40000-409	Maint services & Improv		\$1,230.00	26678	STORMSEWER TELEVISIONING
Total	VISU-SEWER CLEAN & SEAL, INC.		\$1,230.00		
Paid Chk#	098942	5/27/2015	WARNING LITES		
G 101-20300	Deposits Payable		\$600.00	4/11/15	SPECIAL EVENT CONES
Total	WARNING LITES		\$600.00		
Paid Chk#	098943	5/27/2015	WBC HOLDINGS, INC.		
E 101-45200-404	Repairs/Maint - Machin/Equip		\$7.51	12176	VEHICLE MAINT.
Total	WBC HOLDINGS, INC.		\$7.51		
Paid Chk#	098944	5/27/2015	WESTSIDE WHOLESALE TIRE		
E 101-45200-222	Repair & Maint - Equip		\$36.13	744646	PARTS
Total	WESTSIDE WHOLESALE TIRE		\$36.13		
10100	Anchor Bank		\$288,693.81		

***Check Detail Register©**

May 2015

Check Amt Invoice Comment

Fund Summary**10100 Anchor Bank**

101 GENERAL FUND	\$47,327.46
233 LAKFRONT IMPROVE	\$239.00
235 CABLE TV	\$1,525.00
316 BAY CENTER	\$5,474.93
401 PERM IMPROVEMENT	\$5,574.90
404 PARK AND TRAIL CIP	\$16,850.33
407 CELL TOWER	\$645.00
408 GENERAL CIP	\$35,890.00
430 STREET CIP	\$1,416.56
610 WATER FUND	\$6,089.62
620 SEWER FUND	\$15,321.55
630 MOTOR VEHICLE	\$6,858.75
640 LIQUOR	\$112,340.42
650 SOLID WASTE	\$31,910.29
670 STORMWATER	\$1,230.00
	\$288,693.81

To: Mayor Willcox and Councilmembers

From: Heidi Nelson, City Manager
Don Uram, Director of Administrative Services

Date: May 28, 2015

Re: Independent Assessing Services Contract

Attached for your review and approval is the 2015-16 Independent Assessing Services Contract with Dan Distal. The scope of services for this contract is for residential properties only and includes a 2% increase in compensation.

Hennepin County is under contract to perform assessment services for all other property types and for all properties within the Bay Center Redevelopment project. The City's contract with Hennepin County expires in 2016.

Independent Contractor Agreement

This contract (the "Agreement") is made and entered into as of the ____ day of June, 2015, by and between the City of Wayzata, Minnesota (the "City"), and Dan Distel, (the "Contractor"), (collectively, the "Parties").

WHEREAS, Contractor has been appointed assessor pursuant to Section 29(a) of the Wayzata City Charter; and

WHEREAS, the City and Contractor wish to confirm and memorialize certain terms related to Contractor's appointment and the services Contractor will be rendering to the City in his capacity as assessor.

NOW THEREFORE, the City and Contractor agree as follows:

1. Appointment as Assessor; Scope of Services. The Contractor accepts the appointment as residential property (Bay Center residential properties are not to be included in the scope of this contract) assessor for the City of Wayzata. Contractor shall serve at the will of the City Council and shall perform such services as are customary and required of an assessor for the City of Wayzata under Minnesota law, in accordance with the professional standards associated with the position.
2. Compensation. The City agrees to pay the Contractor \$3,566.00 per month (see attached Schedule for Assessing). The attached schedule has been modified to calculate residential property counts as of May 2015 only. This residential property schedule shall not include the residential properties within the Bay Center redevelopment project. The City shall not withhold monies for the payment of any federal or state income taxes, social security benefits, or other taxes.
3. Term. This Agreement shall be in effect for one year, June 1 to May 31 of the year executed and renewed annually by May 31 of each year by mutual agreement.
4. Independent Contractor Relationship. It is expressly understood that the Contractor is an "independent contractor" and not an employee of the City. The Contractor shall have control over the manner in which the services are performed under this Agreement. The Contractor shall supply, at his own expense, all materials, supplies, equipment and tools required to accomplish the work contemplated by this Agreement. The Contractor shall not be entitled to any benefits from the City, including, without limitation, Contractor shall not be entitled to, nor will Contractor receive, insurance benefits, sick and vacation leave, workers' compensation benefits, unemployment compensation, disability, severance pay, or retirement benefits from the City.
5. Tax Exempt Property. This agreement shall also cover the assessment of tax-exempt property within the City. Compensation for this service shall total \$650.00.

6. Insurance Requirements.

- A. Liability. The Contractor agrees to have and maintain commercial general liability (“CGL”) insurance, with a limit of not less than \$ 1,000,000 per occurrence. If the CGL insurance contains a general aggregate limit, the general aggregate limit shall be not less than \$2,000,000. The CGL insurance shall be issued by an insurance company acceptable to the City, and shall cover liability arising from the Contractor’s operations for the City, including liability arising from premises, operations, independent contractors, products-completed operations, personal injury, advertising injury and contractually assumed liability. The City shall be named as an additional insured under the Contractor’s CGL policy, which coverage shall be primary coverage for the City. The Contractor acknowledges and agrees that coverage under the July, 2004 or April, 2013 additions of ISO Additional Insured Endorsement CG2010 is not acceptable, and if additional insured coverage is provided under ISO Additional Insured Endorsement CG2010, it will be provided under a pre-2004 addition of that endorsement..
- B. Automobile Liability. If the Contractor operates a motor vehicle in performing the services under this Agreement, the Contractor shall maintain automobile liability insurance, including owned, hired, and non-owned automobiles, with a minimum liability limit of \$300,000, combined single limit.
- C. Workers’ Compensation. The Contractor agrees to comply with all applicable workers’ compensation laws in Minnesota.
- D. Certificate of Insurance and Policy. The Contractor shall, prior to commencing services, deliver to the City a Certificate of Insurance as evidence that the above coverages are in full force and effect. In addition, the Contractor shall provide a copy of the additional insured provisions and/ or additional insured endorsements for the policies in a form acceptable to the City. The Certificate and required policies shall contain a provision that the coverage afforded under this Agreement will not be cancelled or allowed to expire until at least 30 days prior written notice has been given to the City.

7. Indemnification. The Contractor agrees to defend and indemnify the City, and its employees, officials, volunteers and agents from and against all claims, actions, damages, losses and expenses arising out of the Contractor’s ongoing operations for the City in the performance of his work under this Agreement.

8. General Provisions.

- A. Entire Agreement. This Agreement supersedes any prior or contemporaneous representations or agreements, whether written or oral, between the Parties and contains the entire agreement.
- B. Assignment. The Contractor may not assign this Agreement to any other party.
- C. Amendments. Any modification or amendment to this Agreement shall require a written agreement signed by both Parties.

- D. Governing Law. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Minnesota.
- E. Waivers. The waiver by either party of any breach or failure to comply with any provision of this Agreement by the other party shall not be construed as, or constitute a continuing waiver of such provision or a waiver of any other breach of or failure to comply with any other provision of this Agreement.
- F. Savings Clause. If any court finds any portion of this Agreement to be contrary to law or invalid, the remainder of the Agreement will remain in full force and effect.
- G. Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same document. Facsimile and scanned copies shall be deemed originals for all purposes.

Accepted and Agreed To:

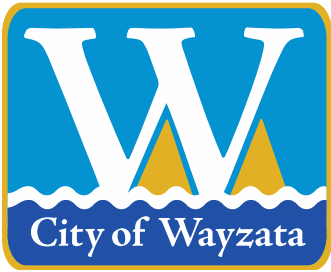
City of Wayzata, MN

Dan Distel - Contractor

By_____
Heidi Nelson, City Manager

By_____
Ken Willcox, Mayor

Distel Schedule for Assessing							
		2015	2015	2015-2016	2015-2016		
Property Type	Symbol	Exempt	Taxable	Unit Cost	Total		
apartment	A	1	24		\$ -		
blind	B		1		\$ -		
com	C	20	115		\$ -		
com rr	CR		6		\$ -		
tel co	CT		1		\$ -		
dblbung	DB		27	\$ 31.33	\$ 845.91		
com 4c	DJ		1		\$ -		
Apt. Low income	HL		3		\$ -		
	HR		1		\$ -		
common area	K		45		\$ -		
apart lnd	LA		2		\$ -		
com lnd	LC	8	30		\$ -		
lakshr lnd	LL	1	12	\$ 25.12	\$ 326.56		
res lnd	LR	38	65	\$ 25.12	\$ 2,587.36		
Non Profit	NP		2	\$ 31.33	\$ 62.66		
paraplegic	P		0	\$ 31.33	\$ -		
Res	R	20	756	\$ 31.33	\$ 24,312.08		
Res lake	RL	1	101	\$ 31.33	\$ 3,195.66		
Garage on own lot	RM		12	\$ 31.33	\$ 375.96		
	RZ		2	\$ 31.33	\$ 62.66		
seasonal	S		116		\$ -		
	SM		2		\$ -		
triplex	TP		3	\$ 25.12	\$ 75.36		
util	U		2		\$ -		
condo	X		225	\$ 25.12	\$ 5,652.00		
townhouse	Y		211	\$ 25.12	\$ 5,300.32		
Totals		89	1765				
					\$ 42,796.53		
					\$ 42,796.53		
					\$ 3,566		
				2% increase	\$ 3,566	monthly pay	
In witness whereof, the parties hereto have executed this on ___ June, 2015.							
Dan Distel			Heidi Nelson				
Assessor			City Manager				



City of Wayzata

600 Rice Street

Wayzata, MN 55391-1734

Mayor:

Ken Willcox

City Council:

Bridget Anderson

Johanna McCarthy

Andrew Mullin

Steven Tyacke

City Manager:

Heidi Nelson

Date: May 27, 2015

To: Mayor Willcox and Councilmembers

From: Heidi Nelson, City Manager

Subject: Approve Assignment Agreement from LSA Design Inc. to SRF Consulting Group, Inc. for Downtown Parking Improvement Project

On April 30, 2015, LSA Design Inc. was acquired by SRF Consulting Group, Inc. LSA Design was currently performing work for the City for the Downtown Parking Improvement Project. There will be no changes to the staffing assigned to the project or the approved scope of work due to this acquisition. Attached is an assignment agreement for Council consideration.

Assignment and Assumption of Agreement

This Assignment and Assumption of Agreement is entered into as of May 1, 2015 (the "Effective Date"), by and between LSA Design, Inc. ("Consultant") and SRF Consulting Group, Inc. ("SRF").

WHEREAS, City of Wayzata ("Client") and Consultant entered into a Professional Services Agreement – City of Wayzata Downtown Parking Improvements – Stage Two (the "Agreement") dated February 25, 2015 for the performance of services by Consultant in the nature of planning and design services for the City of Wayzata Downtown Parking Improvement; and

WHEREAS, Consultant has sold certain of its assets, including the Agreement, to SRF under the terms of an Asset Purchase Agreement, and in connection with the closing of the Asset Purchase Agreement, Consultant wishes to assign the Agreement to SRF, and SRF wishes to accept such assignment and assume Consultant's obligations under the Agreement, all effective as of the Effective Date;

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein and in the Asset Purchase Agreement, the parties agree as follows:

1. Assignment of Agreement. Consultant hereby assigns to SRF all of its right, title and interest in and to the Agreement as of the Effective Date.
2. Assumption of Agreement. SRF hereby accepts the assignment of the Agreement and agrees to perform all obligations of Consultant under the Agreement from and after the Effective Date.
3. Asset Purchase Agreement to Control. The right to receivables under the Agreement, the obligation to perform services under the Agreement, the division of work in process, the indemnity obligations between Consultant and SRF, and all other matters between Consultant and SRF concerning the Agreement will be as provided in the Asset Purchase Agreement.
4. Staffing. SRF agrees that Jim Lasher and JoAnn Olsen will continue to deliver all services as defined in the original LSA Scope of Work and will continue on as needed throughout future phases of the Project if so requested by the City.

IN WITNESS WHEREOF, Consultant and SRF have executed this Assignment and Assumption of Agreement effective as of the Effective Date.

SRF Consulting Group, Inc.

LSA Design, Inc.

By: _____

By: _____

Its: _____

Its: _____

Taxpayer ID: 41-0847319

Taxpayer ID: 41-1660611

CONSENT TO ASSIGNMENT

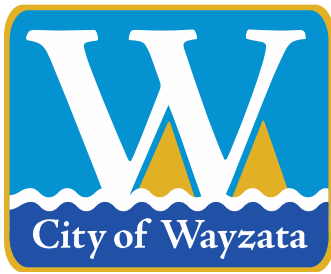
City of Wayzata hereby consents to the assignment of the Agreement from Consultant to SRF as of the Effective Date.

Dated: _____

City of Wayzata

By: _____

Its: _____



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

Mayor:
Ken Willcox

City Council:
Bridget Anderson
Johanna McCarthy
Andrew Mullin
Steven Tyacke

City Manager:
Heidi Nelson

Date: May 27, 2015

To: Mayor Willcox and Councilmembers

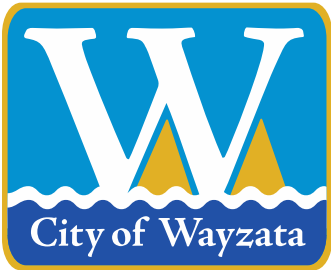
From: Heidi Nelson, City Manager

Subject: Consider Wayzata Bay Redevelopment Company Redevelopment Agreement Amendments

Attached to this memo is a term sheet of amendments to the Redevelopment Agreement for the Wayzata Bay Center Redevelopment Project. The City's legal counsel, Jay Lindgren, will be present at the City Council meeting to review the term sheet. The HRA met on April 30, 2015 to review the draft term sheet and appointed Chair Tom Shaver to represent the HRA in finalizing the Redevelopment Agreement amendments. Chair Shaver participated in the May 21, 2015 Council workshop to further refine the Redevelopment Agreement amendments. The HRA will meet on Friday morning, May 29th to consider the Redevelopment Agreement amendments.

The Redevelopment Agreement amendments generally address the following for the balance of the project:

- Approvals for the use change of the East Block from Hotel/Office/Retail to Hotel/Condo/Retail.
- Establishes an updated construction schedule for the East Block, with substantial completion by 12/31/17.
- Requires the developer to initiate a request to establish the City's downtown parking district and pay fees levied as established by the parking district ordinance.
- Amends the TIF note to cover planned public improvements, including landscaping at the East end of Lake Street.
- Requires developer to submit conceptual development plans for HRA parcel at corner of Lake/Superior by June 15, 2015 or developer gives up Right of First Refusal on the parcel.
- Requires developer to install universally standard blue public parking signs for retail parking ramps and on street signs to direct visitors to parking.
- Establishes a program for management of workforce parking and penalties for non-compliance.



City of Wayzata

600 Rice Street

Wayzata, MN 55391-1734

Mayor:

Ken Willcox

City Council:

Bridget Anderson

Johanna McCarthy

Andrew Mullin

Steven Tyacke

City Manager:

Heidi Nelson

- Provides for a \$25,000 landscape escrow by the developer to augment landscaping in the East Buffer.
- Shifts tax increment from a 95%/5% split with the City to the City receiving 100% of the East Block once completed and the developer receiving 100% of the West, Superior, North and Plaza Blocks, increasing revenue available to the city from \$3.4million to \$12.3million. The TIF revenue available to the city could be used for public improvement projects such as parking and other infrastructure (sidewalks, storm water improvements, roads/utilities, pedestrian/railroad crossings).

As noted above, the term sheet will be reviewed during the regular Council meeting. The city's legal counsel will also be available for questions.

Preliminary Term Sheet

Developer, HRA and City entered into that certain Redevelopment Agreement, dated as of December 7, 2011 (as amended to date) (the "Original Agreement"). This Term Sheet is executed as of this 2nd day of June, 2015 by and between Developer, HRA and City and is intended to set forth the general terms upon which the parties hereto may be willing to enter into an amendment to or amended and restated version of the Original Agreement (the "Redevelopment Agreement"). This Term Sheet shall not be deemed conclusive or legally binding upon either party and neither party shall have any obligations regarding the property defined below unless and until a definitive Redevelopment Agreement is approved by the City and executed by both parties. All capitalized terms contained herein shall have the meaning given to them in the Original Agreement, unless defined in this term sheet.

1. Developer Conditions, as determined to date:
 - a. Execution of Amended and Restated Redevelopment Agreement
 - b. Execution of a TIF Note
2. City Conditions, as determined to date:
 - a. City Council approval of Planning Application
 - b. City approval of Construction Plans
 - c. Execution of an Amended and Restated Redevelopment Agreement
3. East Block Minimum Improvements: Improvements to the East Block will include the construction and equipping of a total of approximately 29 for sale condominiums, an approximately 80 to 90-unit full service hotel and approximately 14,000 sq/ft of retail space and related parking, consistent with plans submitted by Bohland Development Inc., dated _____. Developer shall construct and provide for operation of parking consistent with plans submitted by Bohland Development Inc. dated _____.
4. Construction Schedule: Commence construction by September 30, 2015, and substantially complete construction by December 31, 2017. For the purpose hereof, "Commence" shall mean beginning of physical improvement to the Property, including grading, excavation, or other physical site preparation work; and "Completed" shall mean that the Minimum Improvements are sufficiently complete for the issuance of a Certificate of Occupancy. Upon Completion the City shall issue, in recordable form, a "Certificate of Completion."
5. Amended PUD: The developer will apply for an amendment to the existing PUD agreement and must meet all City requirements and obtain all City approvals.
6. Available Tax Increment: Available tax increment definition will be changed to state that the City/HRA will receive 95% of the increment beginning in 2015 and up until the construction of the East Block is at least 50% complete for tax valuation purposes. Beginning in the year after that, the Developer shall receive 100% of the TIF generated from all development within the TIF district, excluding the East Block.
7. Parking District: Developer agrees to initiate a request to be included in the City's parking district for the downtown area and pay fees required for the development as determined through the parking district ordinance that will be adopted in 2015. Developer's

agreement requires meeting any petition requirements under Minnesota Statutes Chapter 428A and waiving the right to protest the establishment of fees.

8. Lookback: Developer agrees to supply the documentation necessary to complete the lookback contemplated in Section 8.4 and work with the City's Financial Advisor to complete the lookback to determine the size of the TIF Note prior to approval of the Amended and Restated Redevelopment Agreement.
9. TIF Note: The City agrees to issue a TIF Note to the Developer based upon the amount determined through the lookback, plus an additional \$149,121 to reimburse the Developer for additional landscaping required at the end of East Lake Street. The TIF Note will bear interest at the originally agreed to rate of 8.75% and will be payable over 26 years, beginning on the date of issuance (presumed to be in August 2015).
10. Remnant Parcel: Developer agrees to provide the City with conceptual development plans for the site by June 15, 2015. Such plans shall include sq/ft of the buildings, intended uses, calculation on the number of parking stalls required and how the parking will be accommodated. The City and Developer agree to work in good faith on approval of such plans to meet the goals of the City and the Developer, including but not limited to meeting parking requirements. If plans are not submitted by this date, the Developer's right of first refusal for the parcel shall be terminated.
11. Existing Parking Illumination and Wayfinding: Developer agrees to change the covers on the illuminated parking signs from brown to universal standard blue on all retail parking in the Superior, Plaza, West and East Blocks and public parking text with blue "P" signage on street signs to assure the public understands that they can park within the development when accessing retail businesses within the development. These installations shall be complete prior to the issuance of the Certificate of Occupancy for future retail/commercial space within the Superior, Plaza, West and East Blocks. In addition, the Developer agrees to work with the City to install additional wayfinding signage, including but not limited to real-time signage, as appropriate to direct the public to parking within the Development.
12. Construction Work Force and Parking: The Developer and City agree to work together in good faith to minimize the impact of the construction while allowing the construction of the project to proceed in an efficient and effective manner. The Developer agrees to supply the City with a work force parking and project access plan that can be regularly updated, monitored, and enforced (including mandatory fines which shall be payable to the City). This will include monthly estimated work force needed on site, agreements showing needed off-site parking locations to accommodate project personnel, copies of notices to contractor and subcontractor forces outlining of the requirements of the plan and consequences for failing to abide with protocols.
13. East Buffer Landscaping: Developer shall complete landscaping of East Buffer per plan to be reviewed and approved by the City per the revised landscape plan associated with the East Block plans. Developer shall complete the landscaping in the East Buffer within the 2015 planting season, except for the landscaping directly adjacent to the East Block construction which will be completed by Completion of the East Block Minimum Improvements. Developer shall provide the City with a lump sum payment of \$25,000 to

provide for additional landscaping, restoration or mitigation of the East Buffer at the City's discretion following the completion of the project. If no additional landscaping is required in the buffer within three years following the completion of the project (CO east block), they funds will be returned to the developer.

14. Landscaping at end of East Lake Street: Developer agrees to pay an additional \$149,121 for landscaping at the end of East Lake Street. The City agrees it increase the principal amount of the TIF Note by \$149,121.
15. Future City Ramp: Developer agrees to work cooperatively with the City to allow the City to direct public parking to the development beginning after occupancy of the West Block and while the new public ramp is under construction at Mill Street, to the extent it does not negatively impact the parking required for the existing uses within the Development. The City will work with the developer on a permit system as needed and enforcement issues that arise during the construction period.
16. Fees: Developer and HRA agree to pay their own fees related to the negotiating and drafting of the Amended Agreement.
17. Execution of the Amended Redevelopment Agreement: The amended Redevelopment Agreement must be executed before a building permit will be issued for the East Block.

IN WITNESS WHEREOF, the parties have agreed to this non-binding term sheet as of the date first set forth above.

WAYZATA BAY REDEVELOPMENT
COMPANY, LLC

By: _____
Its: _____

By: _____
Its: _____

CITY OF WAYZATA

By: _____
Its: Mayor

WAYZATA HOUSING AND
REDEVELOPMENT AUTHORITY

By: _____
Its: Chair

Preliminary Term Sheet

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1. Developer Conditions, as determined to date:
 - a. Execution of Amended and Restated Development Redevelopment Agreement
 - b. Execution of a TIF Note
2. City Conditions, as determined to date:
 - a. City Council approval of Planning Application
 - b. City approval of Construction Plans
 - c. Execution of an Amended and Restated Development Redevelopment Agreement
3. East Block Minimum Improvements: Improvements to the East Block will include the construction and equipping of a total of approximately 29 for sale condominiums, an approximately 802 to 90-unit full service hotel,~~[change to limited if no restaurant included]~~ and approximately 26,300~~14,000~~ sq/ft of retail space ~~[this will reduce as restaurant is w/in hotel]~~ and related parking, consistent with plans submitted by Bohland Development Inc., dated _____. Developer shall construct and provide for operation of parking consistent with plans submitted by Bohland Development Inc. dated _____ as prescribed in original General Plan PUD approvals dated _____ to assist in addressing parking demands of restaurant uses in the project.
4. Construction Schedule: Commence construction by September 30, 2015, and substantially complete construction by December 31, 2017. For the purpose hereof, "Commence" shall mean beginning of physical improvement to the Property, including grading, excavation, or other physical site preparation work; and "Completed" shall mean that the Minimum Improvements are sufficiently complete for the issuance of a Certificate of Occupancy. Upon Completion the City shall issue, in recordable form, a "Certificate of Completion."
5. Amended PUD: The developer will apply for an amendment to the existing PUD agreement and must meet all City requirements and obtain all City approvals.
6. Available Tax Increment: Available tax increment definition will be changed to state that the City/HRA will receive 95% of the increment beginning in 2015 and up until the construction of the East Block is at least 50% complete for tax valuation purposes. Beginning in the year after that, the Developer shall receive 100% of the TIF generated from all development within the TIF district, excluding the East Block.

7. Parking District: Developer agrees to initiate a request to be included in the City's parking district for the downtown area and pay fees ~~levied~~required for the development as determined through the parking district ordinance that will be adopted in 2015. ~~(Jay Lindgren to provide specific language)-~~ Developer's agreement requires meeting any petition requirements under Minnesota Statutes Chapter 428A and waiving the right to protest the establishment of fees.
8. Lookback: Developer agrees to supply the documentation necessary to complete the lookback contemplated in Section 8.4 and work with the City's Financial Advisor to complete the lookback to determine the size of the TIF Note prior to approval of the Amended and Restated ~~Development~~Redevelopment Agreement.
9. TIF Note: The City agrees to issue a TIF Note to the Developer based upon the amount determined through the lookback, plus an additional \$149,121 to reimburse the Developer for additional landscaping required at the end of East Lake Street. The TIF Note will bear interest at the originally agreed to rate of 8.75% and will be payable over 26 years, beginning on the date of issuance (presumed to be in August 2015).
10. Remnant Parcel: Developer agrees to provide the City with conceptual development plans for the site by ~~September 4~~June 15, 2015. Such plans shall include sq/ft of the buildings, intended uses, calculation on the number of parking stalls required and how the parking will be accommodated. The City and Developer agree to work in good faith on approval of such plans to meet the goals of the City and the Developer, including but not limited to meeting parking requirements. If plans are not submitted by this date, the Developer's right of first refusal for the parcel shall be terminated.
11. Existing Parking Illumination and Wayfinding: Developer agrees to change the covers on the illuminated parking signs from brown to universal standard blue on all retail parking in the Superior, Plaza, West and East Blocks and public parking text with blue "P" signage on street signs to assure the public understands that they can park within the development when accessing retail businesses within the development. These installations shall be complete prior to the issuance of the Certificate of Occupancy for future retail/commercial space within the Superior, Plaza, West and East Blocks. In addition, the Developer agrees to work with the City to install additional wayfinding signage, including but not limited to real-time signage, as appropriate to direct the public to parking within the Development.
12. Construction Work Force and Parking: The Developer and City agree to work together in good faith to minimize the impact of the construction while allowing the construction of the project to proceed in an efficient and effective manner. The Developer agrees to supply the City with a work force parking and project access plan that can be regularly updated, monitored, and enforced (including mandatory fines which shall be payable to the City). This will include monthly estimated work force needed on site, agreements showing needed off-site parking locations to accommodate project personnel, copies of notices to contractor and subcontractor forces outlining of the requirements of the plan and consequences for failing to abide with protocols.

13. East Buffer Landscaping: Developer shall complete landscaping of East Buffer per plan to be reviewed and approved by the City per the revised landscape plan associated with the East Block plans. Developer shall complete the landscaping in the East Buffer within the 2015 planting season, ~~but except~~ for the landscaping directly adjacent to the East Block construction which will be completed by Completion of the East Block Minimum Improvements. Developer shall provide the City with a lump sum payment of \$25,000 to provide for additional landscaping, restoration or mitigation of the East Buffer at the City's discretion following the completion of the project. If no additional landscaping is required in the buffer within three years following the completion of the project (CO east block), the funds will be returned to the developer.
14. Landscaping at end of East Lake Street: Developer agrees to pay an additional \$149,121 for landscaping at the end of East Lake Street. The City agrees it increase the principal amount of the TIF Note by \$149,121.
15. Future City Ramp: Developer agrees to work cooperatively with the City to allow the City to direct public parking to the development beginning after occupancy of the West Block and while the new public ramp is under construction at Mill Street, to the extent it does not negatively impact the parking required for the existing uses within the Development. The City will work with the developer on a permit system as needed and enforcement issues that arise during the construction period.
16. Fees: Developer and HRA agree to pay their own fees related to the negotiating and drafting of the Amended Agreement.
17. Execution of the Amended Redevelopment Agreement: The amended ~~Development~~Redevelopment Agreement must be executed before a building permit will be issued for the East Block.

IN WITNESS WHEREOF, the parties have ~~executed~~agreed to this non-binding term sheet~~this Agreement~~ as of the date first set forth above.

WAYZATA BAY REDEVELOPMENT
COMPANY, LLC

By: _____

Its: _____

By: _____

Its: _____

CITY OF WAYZATA

By: _____

Its: Mayor

WAYZATA HOUSING AND
REDEVELOPMENT AUTHORITY

By: _____
Its: Chair

City of Wayzata

Wayzata Bay Center TIF Estimate Summary - Current Agreement

Years in #	Year	Market Value	City TIF (5%)	Net TIF to Developer (95%)
0.5	2015	\$ 90,603,000	\$ 25,029	\$ 475,557
1	2015	\$ 90,603,000	\$ 25,029	\$ 475,557
1.5	2016	\$ 147,244,999	\$ 44,493	\$ 845,371
2	2016	\$ 147,244,999	\$ 44,493	\$ 845,371
2.5	2017	\$ 203,543,031	\$ 61,087	\$ 1,160,653
3	2017	\$ 203,543,031	\$ 61,087	\$ 1,160,653
3.5	2018	\$ 233,275,843	\$ 70,259	\$ 1,334,918
4	2018	\$ 233,275,843	\$ 70,259	\$ 1,334,918
4.5	2019	\$ 233,275,843	\$ 70,259	\$ 1,334,918
5	2019	\$ 233,275,843	\$ 70,259	\$ 1,334,918
5.5	2020	\$ 233,275,843	\$ 70,259	\$ 1,334,918
6	2020	\$ 233,275,843	\$ 70,259	\$ 1,334,918
6.5	2021	\$ 233,275,843	\$ 70,259	\$ 1,334,918
7	2021	\$ 233,275,843	\$ 70,259	\$ 1,334,918
7.5	2022	\$ 233,275,843	\$ 70,259	\$ 1,334,918
8	2022	\$ 233,275,843	\$ 70,259	\$ 1,334,918
8.5	2023	\$ 233,275,843	\$ 70,259	\$ 1,334,918
9	2023	\$ 233,275,843	\$ 70,259	\$ 1,334,918
9.5	2024	\$ 233,275,843	\$ 70,259	\$ 1,334,918
10	2024	\$ 233,275,843	\$ 70,259	\$ 1,334,918
10.5	2025	\$ 233,275,843	\$ 70,259	\$ 1,334,918
11	2025	\$ 233,275,843	\$ 70,259	\$ 1,334,918
11.5	2026	\$ 233,275,843	\$ 70,259	\$ 1,334,918
12	2026	\$ 233,275,843	\$ 70,259	\$ 1,334,918
12.5	2027	\$ 233,275,843	\$ 70,259	\$ 1,334,918
13	2027	\$ 233,275,843	\$ 70,259	\$ 1,334,918
13.5	2028	\$ 233,275,843	\$ 70,259	\$ 1,334,918
14	2028	\$ 233,275,843	\$ 70,259	\$ 1,334,918
14.5	2029	\$ 233,275,843	\$ 70,259	\$ 1,334,918
15	2029	\$ 233,275,843	\$ 70,259	\$ 1,334,918
15.5	2030	\$ 233,275,843	\$ 70,259	\$ 1,334,918
16	2030	\$ 233,275,843	\$ 70,259	\$ 1,334,918
16.5	2031	\$ 233,275,843	\$ 70,259	\$ 1,334,918
17	2031	\$ 233,275,843	\$ 70,259	\$ 1,334,918
17.5	2032	\$ 233,275,843	\$ 70,259	\$ 1,334,918
18	2032	\$ 233,275,843	\$ 70,259	\$ 1,334,918
18.5	2033	\$ 233,275,843	\$ 70,259	\$ 1,334,918
19	2033	\$ 233,275,843	\$ 70,259	\$ 1,334,918
19.5	2034	\$ 233,275,843	\$ 70,259	\$ 1,334,918
20	2034	\$ 233,275,843	\$ 70,259	\$ 1,334,918
20.5	2035	\$ 233,275,843	\$ 70,259	\$ 1,334,918
21	2035	\$ 233,275,843	\$ 70,259	\$ 1,334,918
21.5	2036	\$ 233,275,843	\$ 70,259	\$ 1,334,918
22	2036	\$ 233,275,843	\$ 70,259	\$ 1,334,918
22.5	2037	\$ 233,275,843	\$ 70,259	\$ 1,334,918
23	2037	\$ 233,275,843	\$ 70,259	\$ 1,334,918
23.5	2038	\$ 233,275,843	\$ 70,259	\$ 1,334,918
24	2038	\$ 233,275,843	\$ 70,259	\$ 1,334,918
24.5	2039	\$ 233,275,843	\$ 70,259	\$ 1,334,918
25	2039	\$ 233,275,843	\$ 70,259	\$ 1,334,918
25.5	2040	\$ 233,275,843	\$ 70,259	\$ 1,334,918
26	2040	\$ 233,275,843	\$ 70,259	\$ 1,334,918
TOTAL			\$ 3,493,125	\$ 66,369,383

City of Wayzata

Wayzata Bay Center TIF Estimate Summary - Amended Agreement

Years in #	Year	Market Value	City TIF (100% East Block)	Net TIF to Developer
0.5	2015	\$ 90,603,000	\$ 25,029	\$ 475,557
1	2015	\$ 90,603,000	\$ 25,029	\$ 475,557
1.5	2016	\$ 147,244,999	\$ 44,493	\$ 845,371
2	2016	\$ 147,244,999	\$ 44,493	\$ 845,371
2.5	2017	\$ 203,543,031	\$ 58,649	\$ 1,172,985
3	2017	\$ 203,543,031	\$ 58,649	\$ 1,172,985
3.5	2018	\$ 233,275,843	\$ 263,732	\$ 1,141,444
4	2018	\$ 233,275,843	\$ 263,732	\$ 1,141,444
4.5	2019	\$ 233,275,843	\$ 263,732	\$ 1,141,444
5	2019	\$ 233,275,843	\$ 263,732	\$ 1,141,444
5.5	2020	\$ 233,275,843	\$ 263,732	\$ 1,141,444
6	2020	\$ 233,275,843	\$ 263,732	\$ 1,141,444
6.5	2021	\$ 233,275,843	\$ 263,732	\$ 1,141,444
7	2021	\$ 233,275,843	\$ 263,732	\$ 1,141,444
7.5	2022	\$ 233,275,843	\$ 263,732	\$ 1,141,444
8	2022	\$ 233,275,843	\$ 263,732	\$ 1,141,444
8.5	2023	\$ 233,275,843	\$ 263,732	\$ 1,141,444
9	2023	\$ 233,275,843	\$ 263,732	\$ 1,141,444
9.5	2024	\$ 233,275,843	\$ 263,732	\$ 1,141,444
10	2024	\$ 233,275,843	\$ 263,732	\$ 1,141,444
10.5	2025	\$ 233,275,843	\$ 263,732	\$ 1,141,444
11	2025	\$ 233,275,843	\$ 263,732	\$ 1,141,444
11.5	2026	\$ 233,275,843	\$ 263,732	\$ 1,141,444
12	2026	\$ 233,275,843	\$ 263,732	\$ 1,141,444
12.5	2027	\$ 233,275,843	\$ 263,732	\$ 1,141,444
13	2027	\$ 233,275,843	\$ 263,732	\$ 1,141,444
13.5	2028	\$ 233,275,843	\$ 263,732	\$ 1,141,444
14	2028	\$ 233,275,843	\$ 263,732	\$ 1,141,444
14.5	2029	\$ 233,275,843	\$ 263,732	\$ 1,141,444
15	2029	\$ 233,275,843	\$ 263,732	\$ 1,141,444
15.5	2030	\$ 233,275,843	\$ 263,732	\$ 1,141,444
16	2030	\$ 233,275,843	\$ 263,732	\$ 1,141,444
16.5	2031	\$ 233,275,843	\$ 263,732	\$ 1,141,444
17	2031	\$ 233,275,843	\$ 263,732	\$ 1,141,444
17.5	2032	\$ 233,275,843	\$ 263,732	\$ 1,141,444
18	2032	\$ 233,275,843	\$ 263,732	\$ 1,141,444
18.5	2033	\$ 233,275,843	\$ 263,732	\$ 1,141,444
19	2033	\$ 233,275,843	\$ 263,732	\$ 1,141,444
19.5	2034	\$ 233,275,843	\$ 263,732	\$ 1,141,444
20	2034	\$ 233,275,843	\$ 263,732	\$ 1,141,444
20.5	2035	\$ 233,275,843	\$ 263,732	\$ 1,141,444
21	2035	\$ 233,275,843	\$ 263,732	\$ 1,141,444
21.5	2036	\$ 233,275,843	\$ 263,732	\$ 1,141,444
22	2036	\$ 233,275,843	\$ 263,732	\$ 1,141,444
22.5	2037	\$ 233,275,843	\$ 263,732	\$ 1,141,444
23	2037	\$ 233,275,843	\$ 263,732	\$ 1,141,444
23.5	2038	\$ 233,275,843	\$ 263,732	\$ 1,141,444
24	2038	\$ 233,275,843	\$ 263,732	\$ 1,141,444
24.5	2039	\$ 233,275,843	\$ 263,732	\$ 1,141,444
25	2039	\$ 233,275,843	\$ 263,732	\$ 1,141,444
25.5	2040	\$ 233,275,843	\$ 263,732	\$ 1,141,444
26	2040	\$ 233,275,843	\$ 263,732	\$ 1,141,444
TOTAL			\$ 12,388,031	\$ 57,494,265

CITY OF WAYZATA



PLANNING DEPARTMENT

MEMORANDUM

To: City Council
From: Bryan Gadow, Director of Planning and Building
Date: May 28, 2015
Re: Application for Wayzata Bay Center East Block Modifications

Background

BohLand Development LLC (the “Applicant”) has submitted an application for an amendment to the Planned Unit Development (PUD) and modification of the design of the East Block of the Promenade project. The Wayzata Bay Center Project General Plan PUD, and associated building designs, was approved in 2008, via Resolution 25-2008. A condition of the approval resolution was that the Applicant would continue to work on the design of each block to include as a final design for the Final Plan of the PUD, and any material design deviations in the Final Plan from the building designs depicted in the 2008 approval is subject to City Council review and approval. The proposed PUD Amendment is to allow the Applicant to replace the previously proposed 27,000 SF of office space with twenty nine (29) individually owned condominiums. The rest of the building would contain a ninety (90) room boutique hotel, a restaurant, the potential for spa amenities, and 15,000 SF of commercial retail space.

The Applicant presented a preview of the proposed design modifications for the East Block in joint Planning Commission and City Council workshops on January 20th. Since that workshop, the Applicant has been revising the design of the East Block based upon the feedback received.

The Planning Commission reviewed the request on March 16th, and adopted a report and recommendation for approval five (5) in favor, zero (0) opposed, and one (1) abstention on April 6th. Included in the Commission’s Report are comments and feedback that the Commission provided to the Applicant on the Project. A copy of the Planning Commission Report and Recommendation is attached.

Proposed Design Modifications

1. 2008 Design Approvals:

In the original 2008 Bay Center proposal ([Attachment C](#)), the East Block had a more contemporary design, with glass facades, due mainly to the incorporation of approximately 27,000 SF of office space within the building. The building was a mixture

of three and four stories, with the hotel and ground floor retail on the west façade, and office on the east façade, and a landscaped green roof above the internal parking structure. With the 2008 approvals, the Applicant was asked to review the possibility of reducing the amount of glass on the east block building.

As part of the overall Wayzata Bay Center project approvals granted in 2008, the East Block design was approved with the following deviations from the Design Standards:

- Section 6.2 – Upper Story Setbacks
- Section 12.2 – Building Materials – Allowance for metal awnings
- Section 15.1 – Benches – for 50 ft intervals
- Section 4.1 – Building Recesses
- Sections 9.1 & 12 – Percentage of transparent glass

2. *2015 Requested Design Modifications:*

The building design has been updated to reflect the proposed substitution of office use with the twenty nine (29) condominium units. The building maintains similar mass and three and four stories from the 2008 approvals, but reconfigures components of building to reflect the proposed change in use.

In addition, the overall façade of the building has been updated to better reflect the boutique hotel and condominium uses and reduces the glassed exterior design that was part of the previous office use.

Building materials have been updated to include fiber cement board lap siding (which requires a deviation from the Design Standards), stone, metal accents, and fabric awnings.

The Applicant has also included a narrative (Attachment B) describing the proposed parking layout for the building. The 2008 proposal (with office use) proposed 358 parking spaces for the office, retail, and hotel uses. The Applicant is now proposing 292 parking spaces, due to the switch from office to condominium use and shared parking within the building. The Applicant also indicated the ability to do valet parking to gain approximately 34 additional parking spaces, for a total of 326 spaces. Based upon the uses of the building, the provided parking would be sufficient for the project.

Landscaping and Tree Buffer

One of the items discussed at length during the Planning Commission's review of the Application, was the adjacent neighborhoods concern with the current and future state of the landscaped buffer on the eastern end of the Project. After listening to the neighborhood's feedback on the landscaping plans for the east linear buffer, staff provides the following summary of interim and longer term efforts that the City will pursue to address the neighborhood's concerns:

1. *Longer Term Actions and Partners*

As part of the buildout of the East Block of the Project, the City and the Developer jointly commit to the following reinvestments into the landscape buffer:

- \$250,000 from City for pedestrian improvements around the buffer as part of the Lake Effect plan.
- \$25,000 from the City for additional landscaping of the buffer.
- \$25,000 from the Developer additional landscaping at the east buffer at the City's discretion to address any gaps in the landscaping following the completion of the project.

2. *Intermediate Term Actions*

- Developer's installation of landscape improvements for the East Buffer adjacent to the East Block of the project.
- Work with Developer's landscape team, LHB, to audit existing and proposed landscaping for the East Buffer to identify and replace trees that are under-performing or have died.
- Pursue public art projects to recognize the history of the "Frog Hollow" neighborhood.
 - Pursue grant opportunities through the Wayzata Rotary or other sources for public art and animal habitat features such as bird feeders.
 - Look at options for reuse of the existing Cottonwood tree stump for public art.
- Coordination with the Developer's landscaper on infrastructure and drainage improvements to address current runoff concerns.

3. *Pedestrian Connections*

- Staff will pursue approval of a boardwalk pedestrian connection through the east buffer with the MN DNR, Minnehaha Creek Watershed District (MCWD), and Army Corp of Engineers.

Action Step

A draft Resolution of approval, based upon the Planning Commission's Report and Recommendation is included as Attachment H. After considering the items outlined in this Report, the City Council should pursue one of the following options as an action step:

1. Adopt the draft approval Resolution No. 24-2015 included as Attachment H of this Report.
2. If the Council wishes to significantly modify the Resolution for approval, the Council should direct staff to prepare a revised Resolution for review and adoption at the next Council meeting.
3. If the Council wishes to pursue a denial motion, the Council should direct staff to prepare a revised Resolution reflecting the denial motion for review and adoption at the next Council meeting.

Attachments:

- Attachment A: Modified East Block Design Plan Submittals (the “Landings”)
- Attachment B: The Landings Parking Narrative
- Attachment C: 2008 East Block Design Submittals
- Attachment D: Received Public Comment
- Attachment E: Planning Commission Meeting Minutes – March 16, 2015
- Attachment F: Planning Commission Meeting Minutes – April 1, 2015
- Attachment G: Planning Commission Report and Recommendation
- Attachment H: Draft Resolution 24-2015

the LANDING hotel and residences



Wayzata City Council | June 2nd, 2015
May 21st, 2015



Attachment A: Project Submittals

As a key component of the Promenade Redevelopment in downtown Wayzata, we are introducing the last remaining parcel, The 'Landing' on the East Block.

This final phase of the Promenade project will include a mixed use of Hotel, Restaurant, Luxury 'For Sale' Condominiums, and Retail space. The building will consist of approximately 29-31 individually owned condominiums, having replaced the previously proposed office spaces on levels 2, 3 and 4 of the south wing. It will also consist of a 90 room luxury boutique hotel on levels 2-4 of the west wing overlooking the "Great Lawn" with its main entrance and lobbies at grade level. The street level also contains approximately 15,500 square feet of commercial retail spaces. The condominium use offers many benefits over the original concept of an office wing included less traffic, significantly less parking demand and higher property values. The previous concept plan had already considered additional residential development as an approved use for this block.

The 'Landing' will be a welcomed use and opportunity for the community and the City of Wayzata and bring back some of the charm and history of the old landmark Lake Minnetonka hotels that existed during "The Golden Years of Minnetonka". The Landing will become a part of the fabric of the community for many years into the future while reflecting the past in its design. The ever growing desire for "staycation's" in Wayzata, coupled with the shortage of an executive stay hotel offerings, the many corporate headquarters surrounding Wayzata and the 600 plus new residents within the Promenade and the guests that will be visiting them makes the hotel an immensely desired amenity and business opportunity.

There is no argument that the market demand for condominium ownership has proven very strong in Wayzata. Replacing office space with condominiums offers a better alternative to the oversupply of office space currently in Wayzata. In addition, our plan requires less parking and allows for an overall more passive and cohesive use to the site. Originally, there were a few more units available at Regatta, but many buyers wanted to combine units to larger sizes leaving us with 58 units. The 29-31 units in the Landing will only add 24 - 26 more units over what was originally planned in the Promenade and will be unrestricted full market - for sale condominiums. As of June 2014 Regatta sold out in a little over one year with an average sale price just under \$1,000,000. Completion and Resident move-in for the Regatta will occur between February and August 2015.

With the experience and success in developing the Regatta Condominiums at Promenade, Bohl and Development will be the developer for the East Block; Hotel Restaurant, Condominiums and retail opportunities. Bohl and Hotel Group will own the hotel and restaurant and has aligned with Hay Creek Hotels to manage the hotel operation. The retail portion of the building will be sold back to an affiliated entity of Wayzata Bay Redevelopment when the building is complete. Many of the same Regatta team members will continue on with this project ensuring a well-coordinated completion and long term success of this project.

Our goal is to receive approvals to start construction on the building beginning summer of 2015. This schedule will allow for the completion of the Promenade development as a whole by the end of 2016 or 1st part of 2017, which will not only be advantageous to the hotel, but to the development and the community. With favorable approval by the City Council we believe that we can meet this schedule.

The Landing Hotel

The Landing Hotel is the most significant part of the East Block and is envisioned as a luxury boutique hotel catering to the visitors of the Wayzata and surrounding lakefront communities. Ideal for business guests of the many corporate businesses in the western metro of the Twin Cities, supporting the need for temporary guest rooms to other Promenade residents, a place for friends and relatives for the many wedding venues around the lake, and the visitors of Wayzata enjoying the new energy and destination lifestyle it has to offer. The hotel will offer a mid to upper scale platform with standard rooms and executive suites with amenities for community meetings, spa, intimate dining establishment and private dining venues, and a small banquet area.

After completing two extensive market studies by Pinnacle Advisory Group and Hay Creek Hotels, we have confirmed the market and economic viability of the hotel use in Wayzata. The studies highlighted the primary driver for the hotel market in the western suburbs is the corporate business traveler and is currently only served by "older" hotels in marginal locations that don't appeal to the leisure hotel guest. The Landing Hotel will feature architecture, finish levels and amenities significantly superior to any other hotel in the area. The projections focused on competing with the corporate market at comparable rates and will be successful in drawing the business traveling guest. More significantly, without any current leisure hotel offerings, The Landing will satisfy a large portion of this demand. Data has proven that the leisure guests provide an additional benefit to adjoining commerce in this type of market.

Hay Creek Hotel is a hotel management company that specializes exclusively in Luxury Boutique Hotels. Based in the New England area, they manage hotels that align with the personality and character of the communities they serve. They understand community, flexibility, and most importantly - service. Many of their hotels are in quaint small town lakefront communities like; Kennebunkport, Maine, Exeter & Wolfboro New Hampshire, and other unique places. Hay Creek Hotels experience comes from executives from some of the largest luxury hotel operations in the world, and formed to manage and service boutique luxury hotels. This group is a perfect match for what Wayzata deserves and the long term success of the hotel.

The Hotel and Restaurant will each have unique "brands" and separate entrances, but will also have common areas once you get inside.

"L" 901 Culinary

The restaurant will be a full service breakfast - lunch- dinner venue and provide food and

Attachment A: Project Submittals

beverage service to the hotel and catering services for community events. The restaurant will be two stories with both indoor dining seating along with additional seasonal outdoor seating. The "L" will have an inviting corner entrance and both levels will have an overlook of the "Great Lawn". The theme will be "intimate, comfortable and conversational". You can expect Fine Dining along with an extensive wine list and community atmosphere.

The Landing Luxury Condominiums

This portion of the building will be developed and marketed by Bohland Development and will offer many of the benefits of condominium ownership similar to Regatta. The separation of hotel and condominiums guests and residents will be achieved thru separate elevators with private secured access to the floors and secured access to parking. With current and thorough market experience and knowledge, we will create a "sweet spot" of floor plans and spaces that buyers desired in Regatta along with the amenity of having concierge services and other Hotel and Restaurant services available in the same building.

Retail/Commercial

The retail will have storefront on both the south and west sides of the building and two separate muse access for pedestrian traffic and parking.

Building Design and Integration

Our goal is to stay within the framework of the previous concept plan approval with some upgraded modifications to the architectural design. We understand the importance and opportunity of the design and its place of prominence as the most southeastern entrance to the downtown commercial area of Wayzata. In addition, it is important to carefully integrate this portion the Promenade development and its sensitivity to the neighbors to the east, as well as the benefits of the future pedestrian connections along Eastman Lane and Bushaway Road. We respect the site lines for the height for the neighbors to the east, and have designed the building that improves on the views previously approved.

The architecture will fit into the existing Promenade but will bend toward a more intimate entrance into the two separate entrances for the Hotel, Restaurant and separate condominium entrance. The intent is to draw a similarity to the Lake Street character at

the Hotel and Restaurant entrances at the southwest pedestrian street level of the Landing building. The east elevation will be softened and provide light spillover protection for the neighbors to the east.

Owners

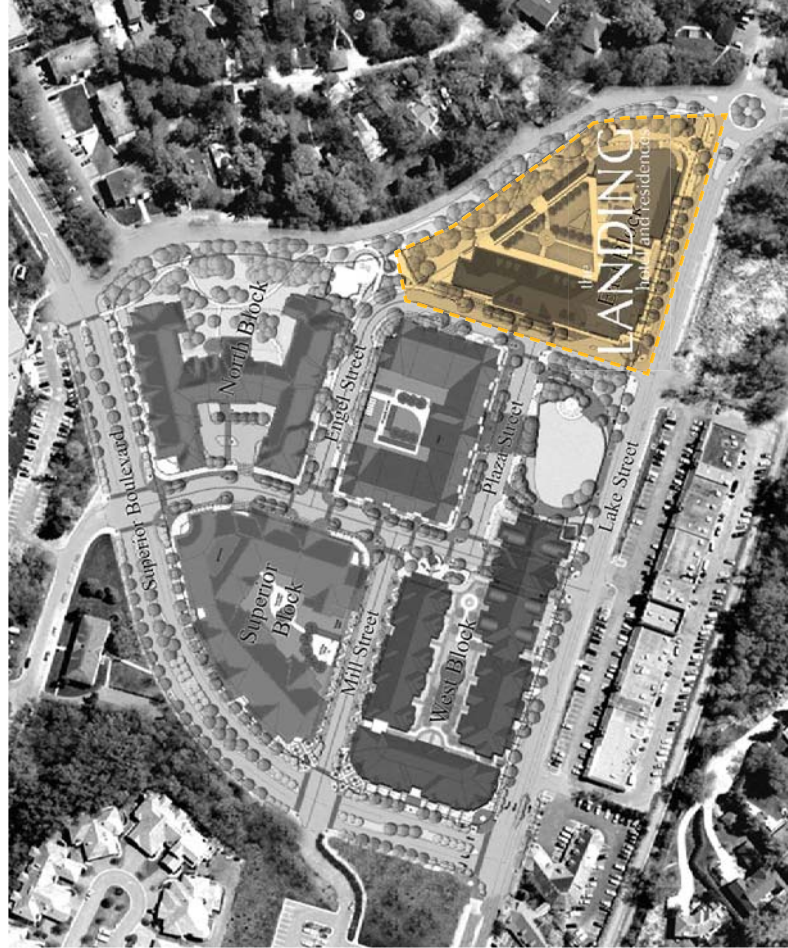
The owners of the Landing Hotel Restaurant are the same individuals that are responsible for the development and success of the Regatta Condominiums. This group has decades of real estate experience. Bohland Development will build and sell the condominiums. Bohland Hotel Group will be the ownership entity of the Hotel Restaurant. Wayzata Bay Redevelopment or affiliated entity will own the retail use.

The Promenade has become one of the premier developments in the mid-west and the developers of The Landing will ensure that it will be finished well.

The community deserves something this special - The Landing

Hotel and Residences.

Site Plan



The Promenade

- Within the Approved Plan
- Similar Shape and Size
- About Place and Lifestyle
- For Sale Condominiums
- Boutique Hotel
- Architecturally Distinct
- Vibrant, Active, Connected

Attachment A: Project Submittals
View from Lake Street | Southwest Corner



Attachment A: Project Submittals
View from Lake Street | Southeast Corner



View from Lake Street | South Face



View from Engle Street | West Face



Attachment A: Project Submittals
View from Circle A Drive | Looking North



Attachment A: Project Submittals
View from Circle A Drive | Looking South



View Across Park | Looking East

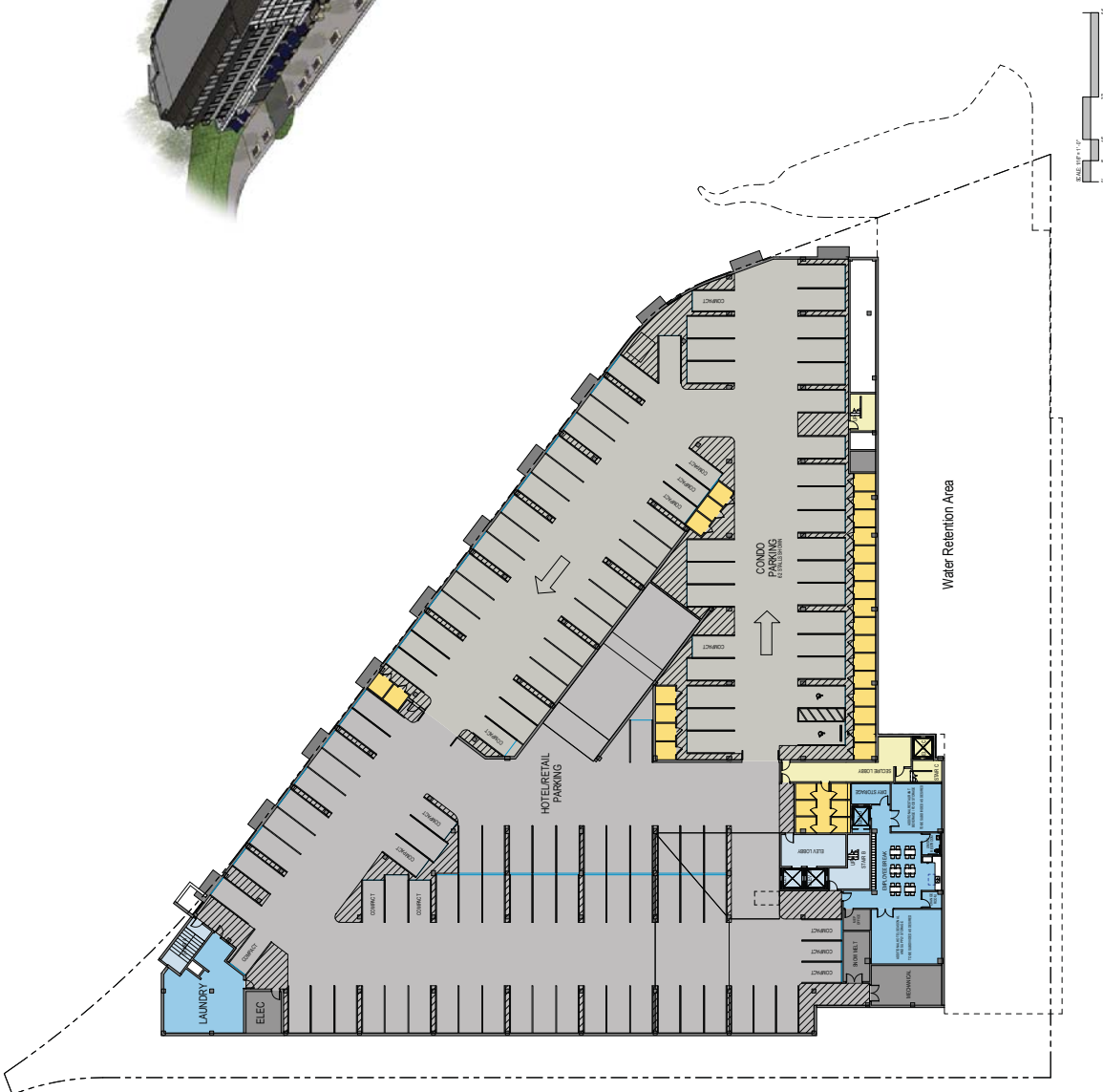




Attachment A: Project Submittals



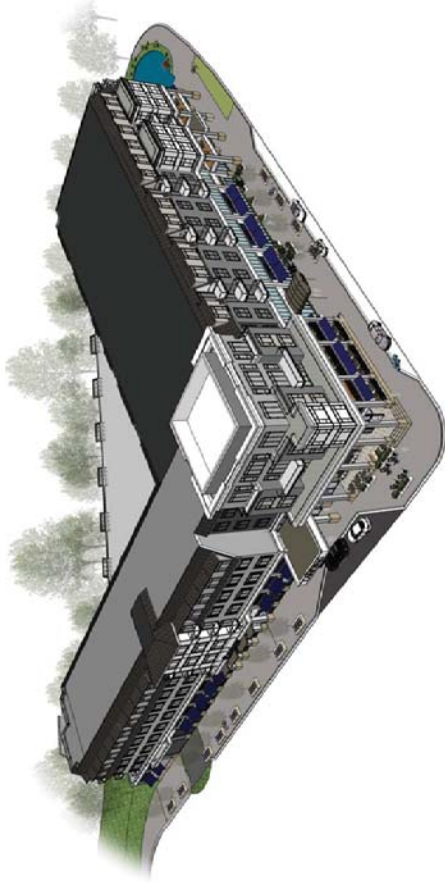
Sublevel Plan



Net Square Footages - Sublevel		
Department	Occupancy	Area
CONDO	R-2	1620 SF
CONDO CIRCULATION	R-2	760 SF
CONDO PARKING	S-2	20800 SF
HOTEL CIRCULATION	R-1	830 SF
HOTEL SERVICE		2782 SF
Mech/Elec/Plmbg/Fire		950 SF
PARKING	S-2	24952 SF
Grand total		52694 SF

Parking Schedule - Sublevel	
Type Mark	Sublevel Parking
Condo	
Compact	3
Standard	56
	59

Hotel/Retail	
Accessible	1
Compact	9
Standard	58
	68
	127



	Department	Occupancy	Area
	CONDO CIRCULATION	R-2	1503 SF
	HOTEL CIRCULATION	R-1	2599 SF
	HOTEL SERVICE		802 SF
	Mech/Elec/Plmbg/Fire		425 SF
	PARKING	S-2	33906 SF
	RESTAURANT	A-2	4746 SF
	RETAIL	M	7465 SF
	RETAIL CIRCULATION	M	3729 SF
	Grand total		55175 SF

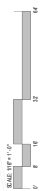
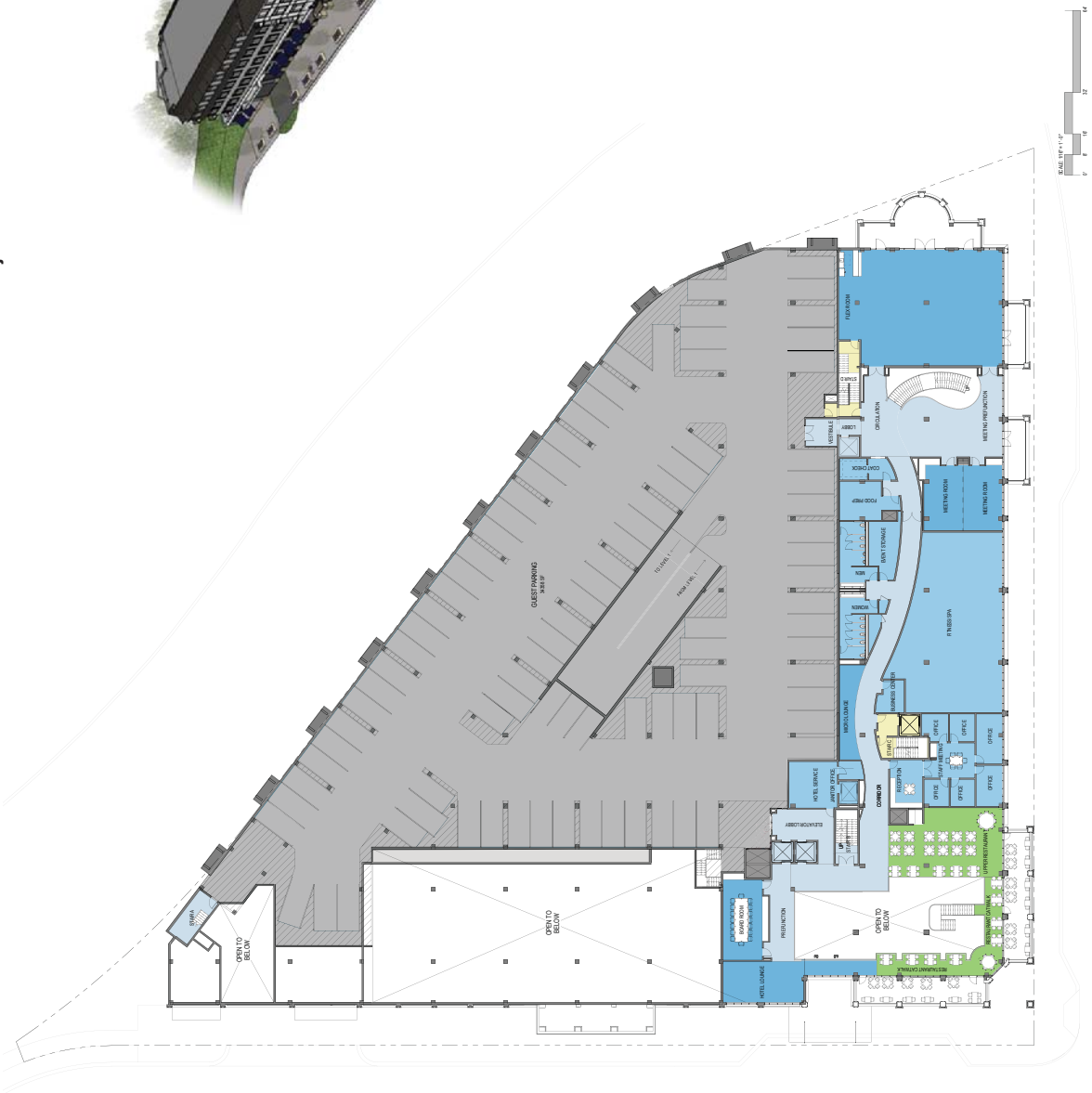
	Type	Mark	Level	Parking
	Hotel/Retail			
	Accessible			7
	Compact			6
	Standard			62
				75

Mezzanine Plan



Net Square Footages - Mezz...		
Department	Occupancy	Area
CONDO CIRCULATION	R-2	541 SF
HOTEL ASSEMBLY	R-1	5059 SF
HOTEL CIRCULATION	R-1	4684 SF
HOTEL SERVICE	R-1	5750 SF
Mech/Elec/Plmbg/Fire		206 SF
PARKING	S-2	34358 SF
RESTAURANT	A-2	1723 SF
Grand total		52322 SF

Parking Schedule - Mezz Level		
Hotel/Retail	Type Mark	Mezz Level
Hotel/Retail		
Accessible		0
Compact		5
Standard		85
		90



Level 2 Plan



Condo Units Totals

Department	Level 2	Level 3	Level 4	Total
CONDO	11	11	7	29

Hotel Room Matrix

Name	Level 2	Level 3	Level 4	Total
KING A	9	10	10	29
KING A - ADA	1	0	0	1
KING B	6	6	6	18
MINI SUITE	3	3	3	9
PRESIDENTIAL SUITE	1	2	2	5
PRESIDENTIAL SUITE - ADA	1	0	0	1
QUEEN	8	9	9	26
QUEEN - ADA	1	0	0	1
	30	30	30	90





Department	Level 2	Level 3	Level 4	Total
CONDO	11	11	7	29

Name	Level 2	Level 3	Level 4	Total
KING A	9	10	10	29
KING A - ADA	1	0	0	1
KING B	6	6	6	18
MINI SUITE	3	3	3	9
PRESIDENTIAL SUITE	1	2	2	5
PRESIDENTIAL SUITE - ADA	1	0	0	1
QUEEN	8	9	9	26
QUEEN - ADA	1	0	0	1
	30	30	30	90

Hotel Room Matrix

Name	Level 2	Level 3	Level 4	Total
KING A	9	10	10	29
KING A - ADA	1	0	0	1
KING B	6	6	6	18
MINI SUITE	3	3	3	9
PRESIDENTIAL SUITE	1	2	2	5
PRESIDENTIAL SUITE - ADA	1	0	0	1
QUEEN	8	9	9	26
QUEEN - ADA	1	0	0	1
	30	30	30	90

Level 4 Plan



Condo Units Totals			
Department	Level 2	Level 3	Total
CONDO	11	11	22

Hotel Room Matrix				
Name	Level 2	Level 3	Level 4	Total
KING A	9	10	10	29
KING A - ADA	1	0	0	1
KING B	6	6	6	18
MINI SUITE	3	3	3	9
PRESIDENTIAL SUITE	1	2	2	5
PRESIDENTIAL SUITE - ADA	1	0	0	1
QUEEN	8	9	9	26
QUEEN - ADA	1	0	0	1
	30	30	30	90

Attachment A: Project Submittals



Project Metrics

Net Square Footages		
Department	Occupancy	Area
CONDO	R-2	68133 SF
CONDO CIRCULATION	R-2	8924 SF
CONDO PARKING	S-2	20800 SF
HOTEL ASSEMBLY	R-1	5059 SF
HOTEL CIRCULATION	R-1	15753 SF
HOTEL GUEST ROOM	R-1	35409 SF
HOTEL SERVICE		11651 SF
Mech/Elec/Plmbg/Fire		2323 SF
PARKING	S-2	93216 SF
RESTAURANT	A-2	6469 SF
RETAIL	M	16017 SF
RETAIL CIRCULATION	M	5047 SF
Grand total		288802 SF

Condo Units Totals				
Department	Level 2	Level 3	Level 4	Total
CONDO	11	11	7	29

Hotel Room Matrix				
Name	Level 2	Level 3	Level 4	Total
KING A	9	10	10	29
KING A - ADA	1	0	0	1
KING B	6	6	6	18
MINI SUITE	3	3	3	9
PRESIDENTIAL SUITE	1	2	2	5
PRESIDENTIAL SUITE - ADA	1	0	0	1
QUEEN	8	9	9	26
QUEEN - ADA	1	0	0	1
	30	30	30	90

Landing Parking summary		5/21/15			
(Based on parking analysis per Jim Lasher, LSA Design recommendations)					
Use	Unit	Ratio	Per	Required	Provided
Retail (3.9/1000)	15,161	1.0	256.4 SF	59.1	60.0
Restaurant					
Dining area (15.2/1000)	2,977	1.0	65.8 SF	45.3	
Kitchen area (7.6/1000)	1,356	1.0	131.6 SF	10.3	
Upper seating (15.2/1000)	1,675	1.0	65.8 SF	25.5	
Total for restaurant				81.0	81.0
Hotel	90	1.0	Unit	90.0	90.0
Condo	29	2.0	Unit	58.0	61.0
Total Required				288.1	292.0
Parking by floor level:			# Provided		
Lower Level Parking			127		
Street Level Parking			75		
Mezzanine Level Parking			90		
Total provided			292		
Plus additional valet parking on lower level			34		
Total provided inc. valet parking			326		

Material Per Elevation

NORTH MATERIAL PERCENTAGE	
MATERIAL	%
FIBERCEMENT ARTISIAN LAP SIDING	56%
GLAZING	22%
FIBERCEMENT TRIM	10%
STONE	6%
FABRIC AWNING	0%
SHUTTERS	1%
FIBERCEMENT SHAKE SIDING	1%
ASHPALT SHINGLES	4%

SOUTH MATERIAL PERCENTAGE	
MATERIAL	%
FIBERCEMENT ARTISIAN LAP SIDING	29%
GLAZING	43%
FIBERCEMENT TRIM	15%
STONE	2%
FABRIC AWNING	2%
SHUTTERS	0%
FIBERCEMENT SHAKE SIDING	4%
ASHPALT SHINGLES	5%

EAST MATERIAL PERCENTAGE	
MATERIAL	%
FIBERCEMENT ARTISIAN LAP SIDING	48%
GLAZING	20%
FIBERCEMENT TRIM	9%
STONE	6%
FABRIC AWNING	0%
SHUTTERS	4%
FIBERCEMENT SHAKE SIDING	1%
ASHPALT SHINGLES	12%

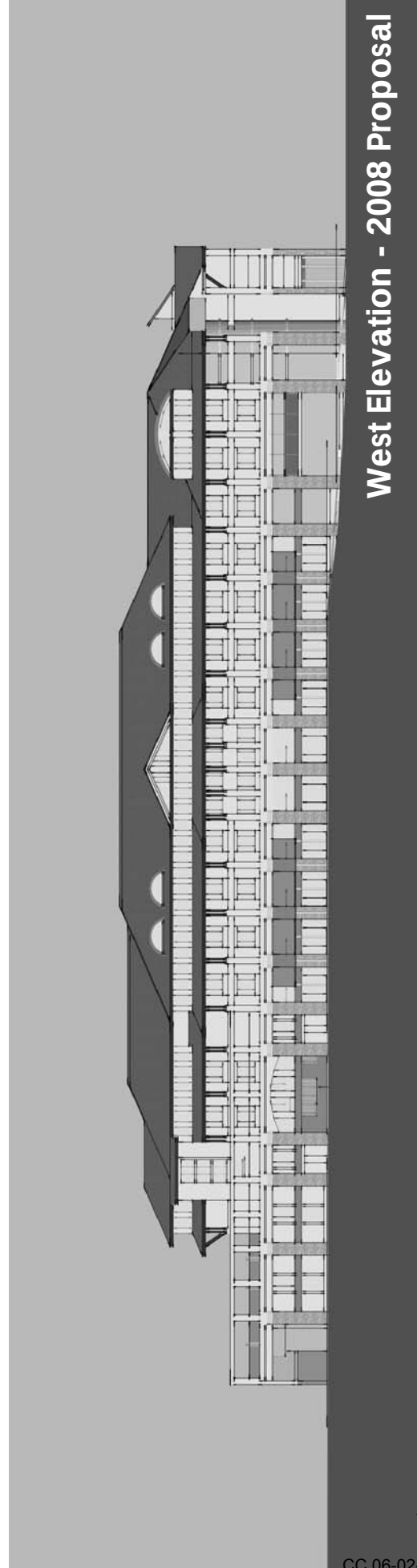
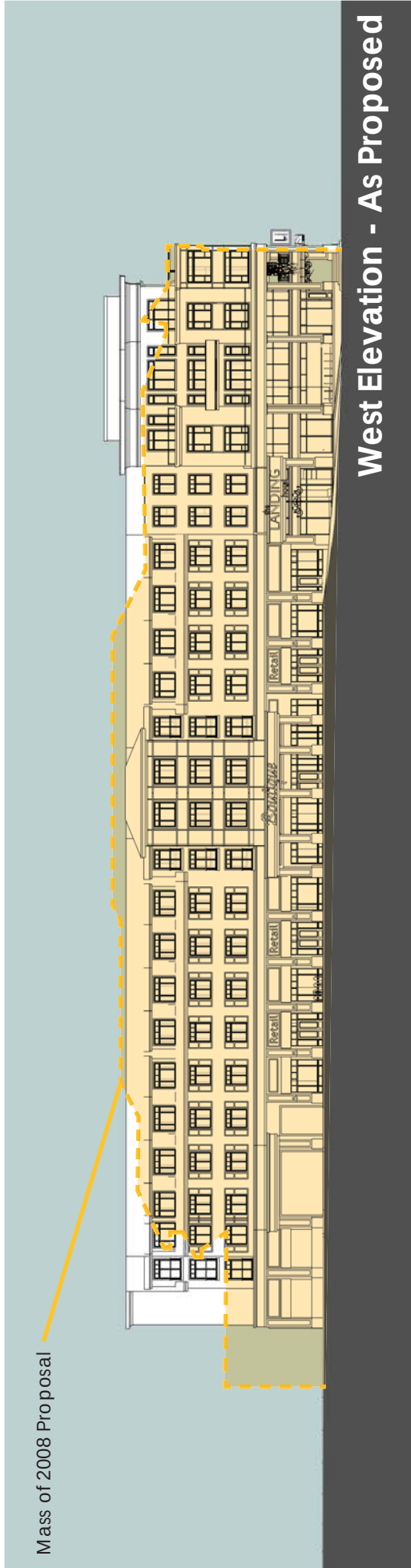
WEST MATERIAL PERCENTAGE	
MATERIAL	%
FIBERCEMENT ARTISIAN LAP SIDING	34%
GLAZING	30%
FIBERCEMENT TRIM	15%
STONE	2%
FABRIC AWNING	2%
SHUTTERS	3%
FIBERCEMENT SHAKE SIDING	4%
ASHPALT SHINGLES	10%

Site Plan



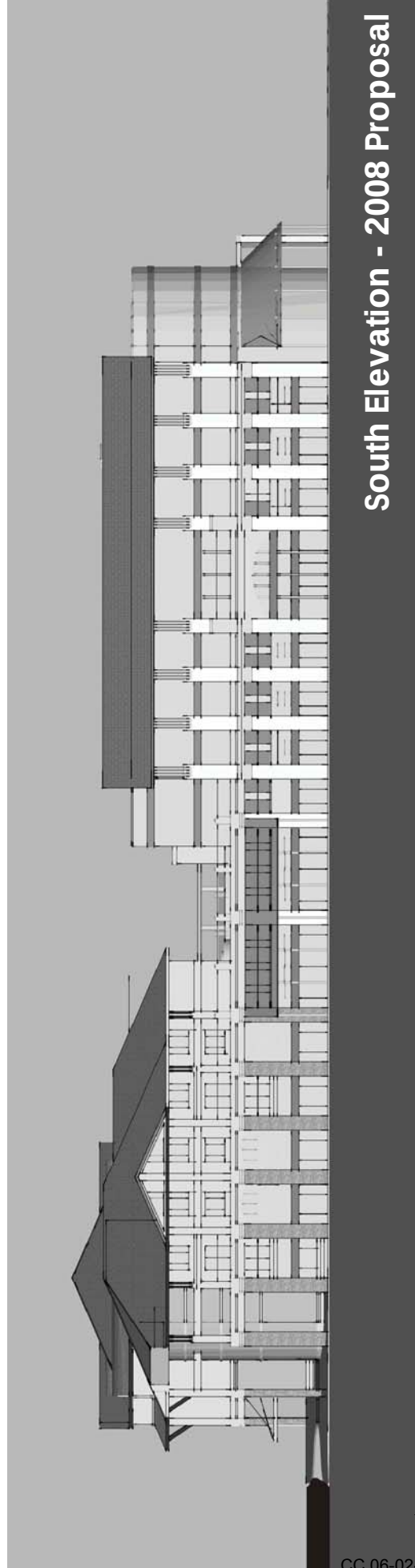
Attachment A: Project Submittals

Appendix A - Elevation Comparisons with 2008 Plan



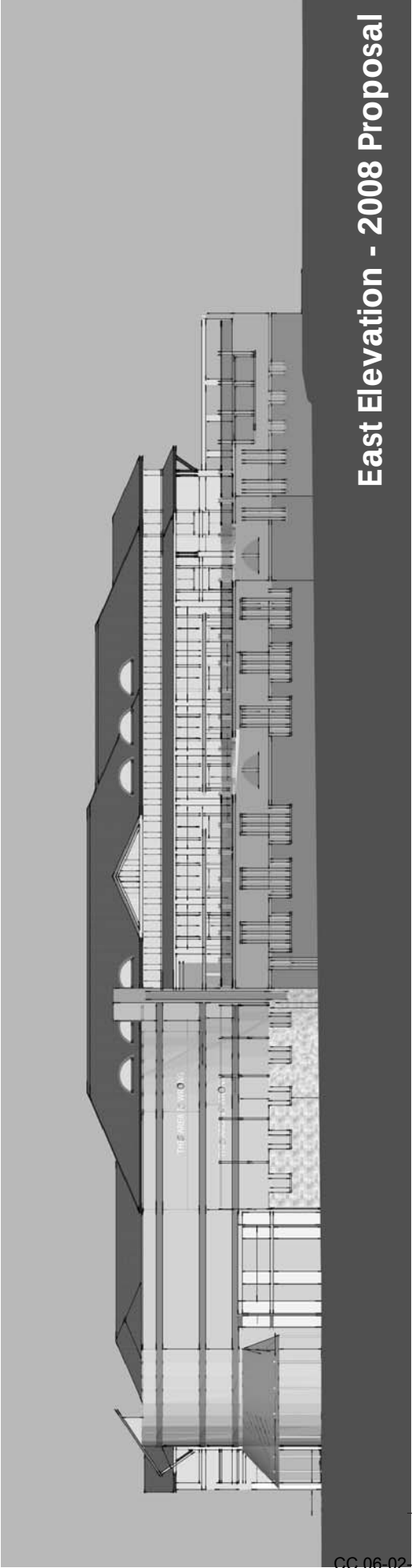
Attachment A: Project Submittals

Appendix A - Elevation Comparisons with 2008 Plan



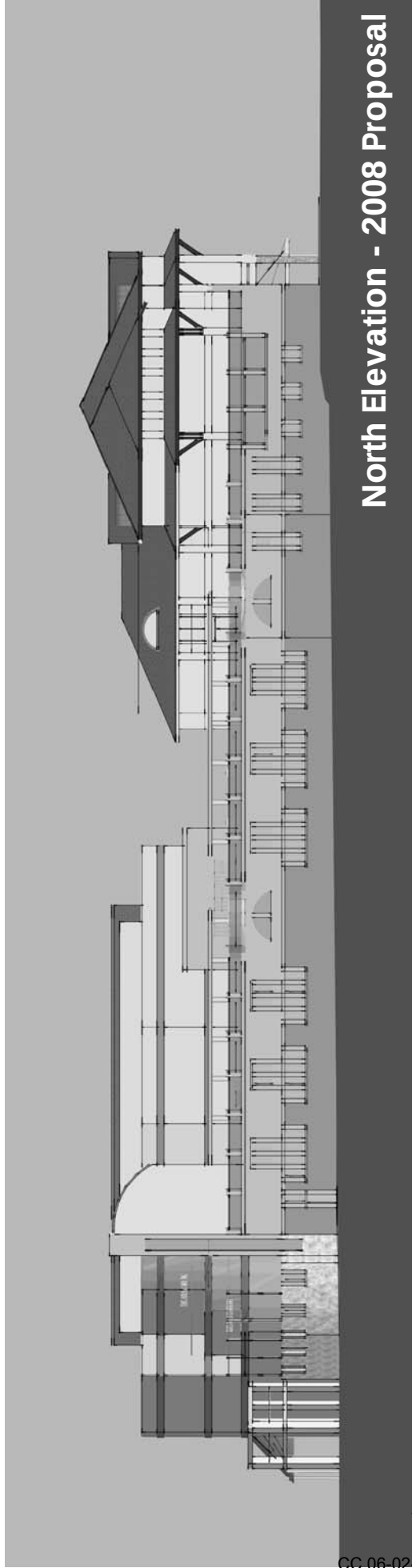
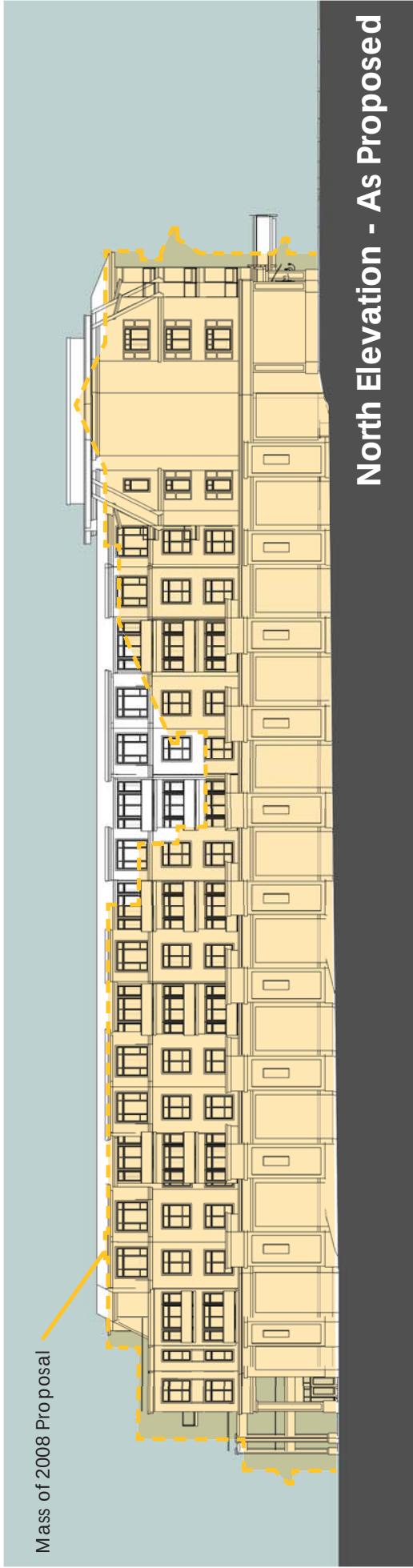
Attachment A: Project Submittals

Appendix A - Elevation Comparisons with 2008 Plan

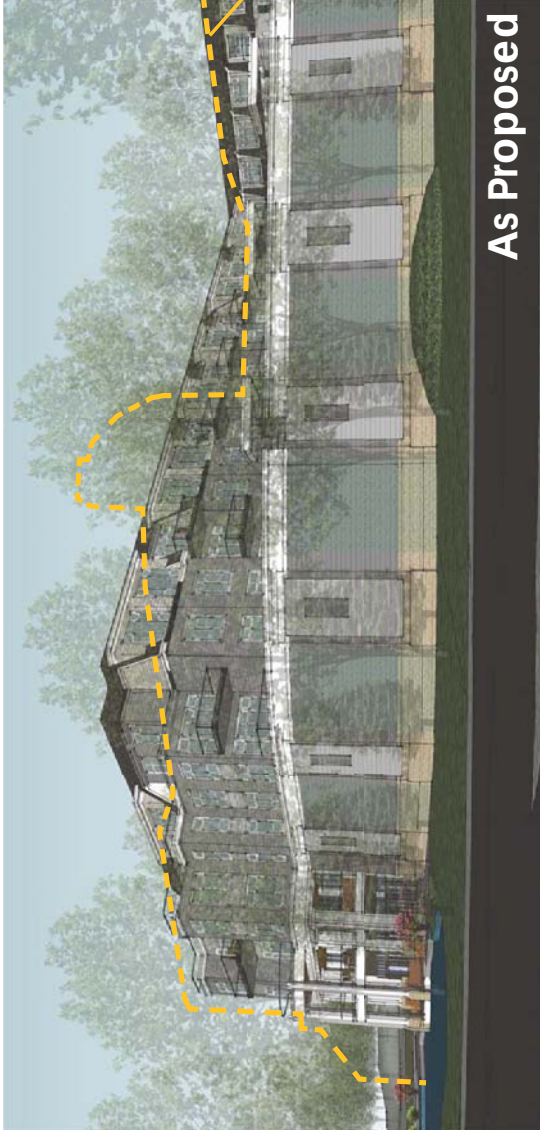


Attachment A: Project Submittals

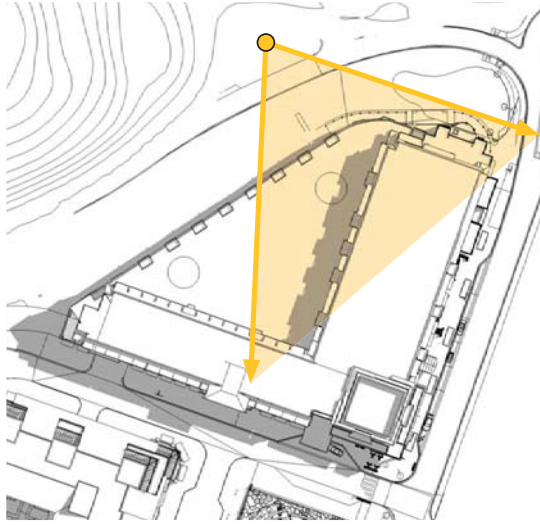
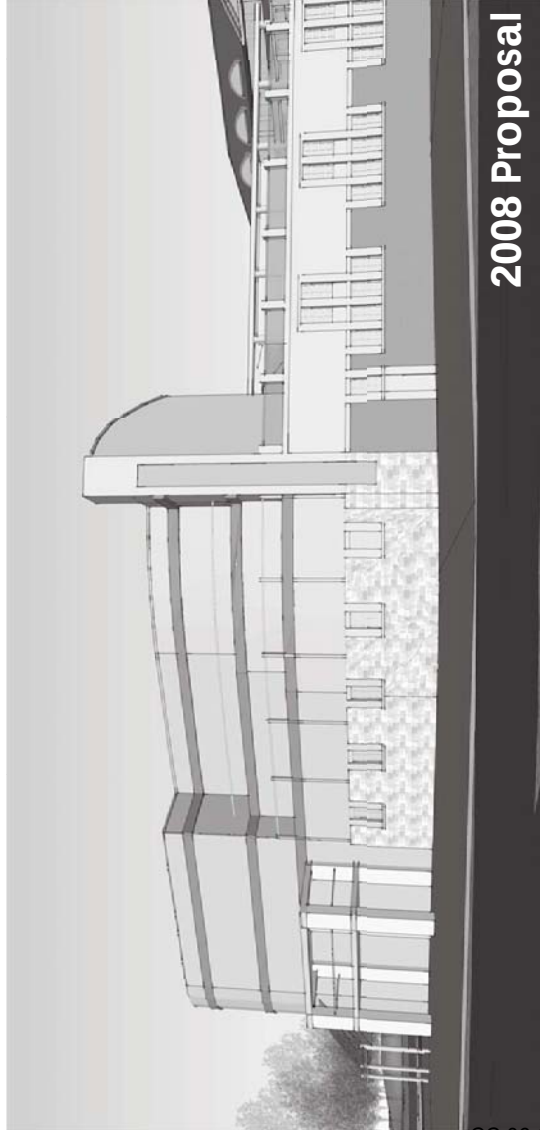
Appendix A - Elevation Comparisons with 2008 Plan



Appendix B - Siltline Study Comparisons with 2008 Plan Comparison A



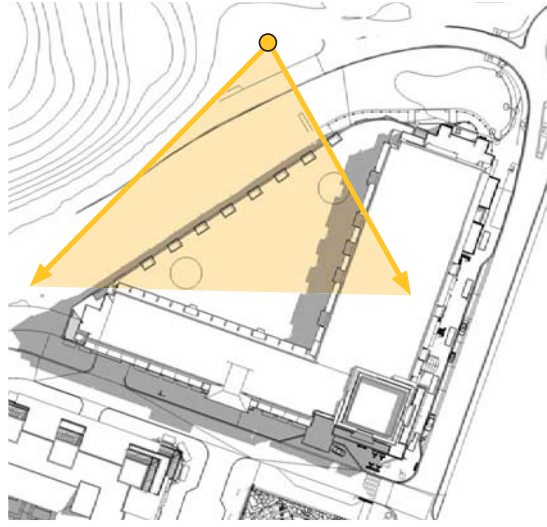
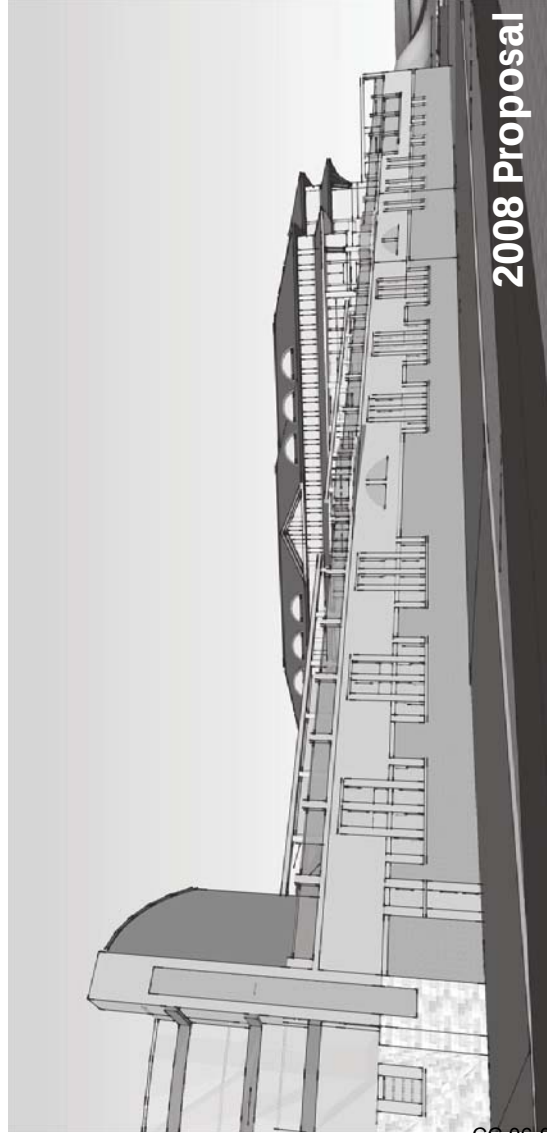
Mass of 2008 Proposal



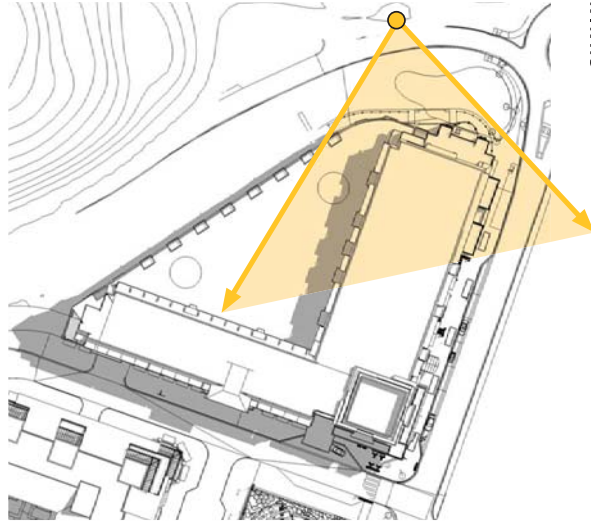
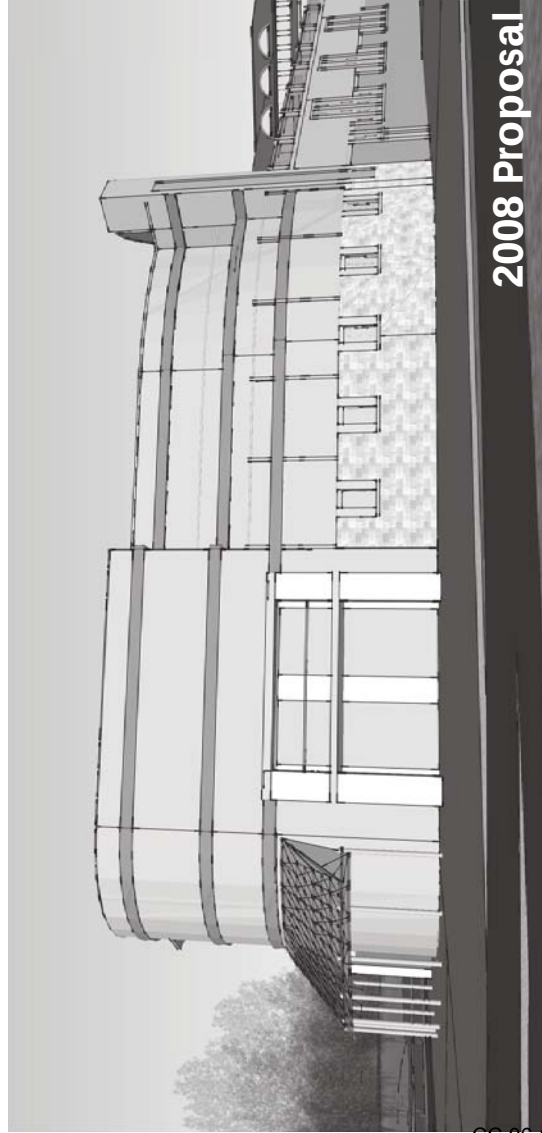
Appendix B - Siltline Study Comparisons with 2008 Plan Comparison B

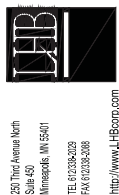


Mass of 2008 Proposal

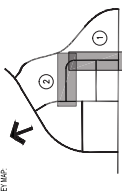


Appendix B - Siltline Study Comparisons with 2008 Plan Comparison C





MINNEAPOLIS 3 DULUTH



SHEET INFO:



THIS SQUARE APPEARS 1/2" x 1/2" ON FULL SIZE SHEETS.

CITY SUBMITTAL (ENTIRE SHEET)	
2/16/2015	
	3/31/14
	ASR#9
	10/30/12
	ASR#7
1	7/10/12
	ISSUED FOR CONSTRUCTION
NO	DATE
	REVISION

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PROJECT NAME:
WAYZATA BAY CENTER
REDEVELOPMENT

DRAWING TITLE:
GRADING PLAN
ENGEL STREET

FILE: ..\070114\DWGS\CI\070114C401.dwg

C4.01

1. THIS SHEET INDICATES FINISH GRADING.
2. FUTURE PHASE 3 CONSTRUCTION INFORMATION ADJACENT TO LAKE STREET WILL CHANGE BASED ON FURTHER COORDINATION WITH THE CITY.

- FOR BLOCK PROPERTIES AND OTHER AREAS INDICATING FINAL DESIGN TO BE DETERMINED, PRELIMINARY CONSTRUCTION INFORMATION IS INDICATED IN AND ADJACENT TO THESE AREAS FOR REFERENCE AND MAY CHANGE BASED ON FINAL DESIGN.
- DESIGN: GRADE LOCAL CATCHMENT AREAS OF INLETS TO DRAIN UNIFORMITY TO INLET RIMS WITHOUT AKWARD OR ABRUPT TRANSITIONS.
- WARP: GRADES, LOCALLY TO MATCH FEE INDICATED AT DOGYES WITHOUT AKWARD OR ABRUPT TRANSITIONS; 4.00% MAX IN ANY DIRECTION.
- GRADING FOR PLANTERS IS NOT INDICATED. SEE LANDSCAPE DRAININGS FOR CONSTRUCTION INFORMATION.

KEYED NOTES

- 1 COMPLY WITH MOST STANDARD PLATE 703060 FOR PEDESTRIAN CURB RAMP, EXCEPT PROVIDE 7.5% MAX RAMP SLOPE.
- 2 RAISE ABOVE LOWER LEVEL PARKING - SEE ARCHITECTURAL FOR GRADING AND DRAINAGE.
- 3A APPROXIMATE EXTENTS OF TRANSFORMER PAD, RAISE EDGE OF TRANSFORMER PAD TO MATCH SURROUNDING GRADE. ELECTRICAL CONTRACTOR TOWARDS STREET, AREA AROUND PAD TO POSITIVELY DRAIN TOWARDS STREET AT 1.50% (MIN).
- 3B APPROXIMATE EXTENTS OF STREET CONNECTION, CABINET PAD, RAISE EDGE ADJACENT TO STREET SO PAD IS FLAT AS REQUIRED BY ELECTRICAL CONTRACTOR. GRADE AREA AROUND PAD TO POSITIVELY DRAIN TOWARDS STREET AT 1.50% (MIN).
- 4 RAISE GRADE LOCALLY AT PLANTER WALL TO PROVIDE POSITIVE DRAINAGE (TYP).

ABBREVIATIONS & ACRONYMS

- REFERENCE SHEET CO.00.

LEGEND

- | | |
|---------------|-----------|
| PROPERTY LINE | — — — — — |
| BREAKLINE | — — — — — |
| | 7+00 |

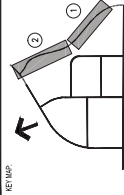
STATION LINE
CONTOUR
FRACTIONAL CONTOUR (TENTH OF A FOOT)
SPOT ELEVATION
DRAINAGE FLOW INDICATOR
DRAINAGE FLOW DIVIDE
CURB TAPER (SPOT ELEVATIONS AT TAPER ENDS INDICATE TYPE OF TAPER; EITHER DROPPED CURB OR RAISED CUTLER)
RAMP





250 Third Avenue North
Suite 450
Minneapolis, MN 55401
TEL 612.336.2029
FAX 612.336.2036
http://www.WJBcorp.com

MINNEAPOLIS • DULUTH



SHEET INFO:

0 10' 20' 40'

THIS SHEET APPEARS ON 1" = 20' ON PLANS AND SECTIONS.

2/10/2015	OFF-SUBMITTAL (ENTIRE SHEET)
4/20/15	ASH-1
11/20/15	ASH-1
7/21/15	ASH-1
1/10/15	ISSUED FOR CONSTRUCTION
NO DATE	REVISION

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PROJECT NAME
WAYZATA BAY CENTER
REDEVELOPMENT

WORKSHEET
GRADING PLAN
EAST BUFFER

FILE NO. 2015-14000052007-14000052007

DESIGNED BY: JLB
CHECKED BY: JLB
PROJECT NO.: 201514
DRAWING NO.: C4.05

GENERAL NOTES

1. THIS SHEET INDICATES FINISH GRADING.
2. CURB LAYOUT IN PUBLIC RIGHT OF WAY OF SUPERIOR BOULEVARD AND 1006 CIRCLE A DRIVE SOUTH IS BASED ON PRELIMINARY PLANS FROM SRF DATED 2/15/2010. ELEVATIONS ARE BASED ON "SUPERIOR BOULEVARD & LAKE STREET RECONSTRUCTION" PLANS FROM SRF DATED 2/15/2010 WITH TRANSVERSE SLOPE OF PARALLEL PARKING REVERSED TO PITCH AWAY FROM CURB AT 2%.

3. SPOT ELEVATIONS MARKED (P) REPRESENT APPROXIMATE PROPOSED GRADES INTERPOLATED FROM PLANS. (D) REPRESENTS DESIRED GRADES FOR BLOCK PROPERTIES AND OTHER AREAS INDICATING FINAL DESIGN TO BE DETERMINED. PRELIMINARY CONSTRUCTION INFORMATION IS INDICATED IN AND ADJACENT TO THESE AREAS FOR REFERENCE AND MAY CHANGE BASED ON FINAL DESIGN.
4. WARP GRADES LOCALLY TO MATCH FEE INDICATED AT DOORS WITHOUT ANKWARD OR ABRUPT TRANSITIONS. 4.00% MAX IN ANY DIRECTION. GRADING FOR PLANTERS IS NOT INDICATED. SEE LANDSCAPE DRAWINGS FOR CONSTRUCTION INFORMATION.

KEYED NOTES

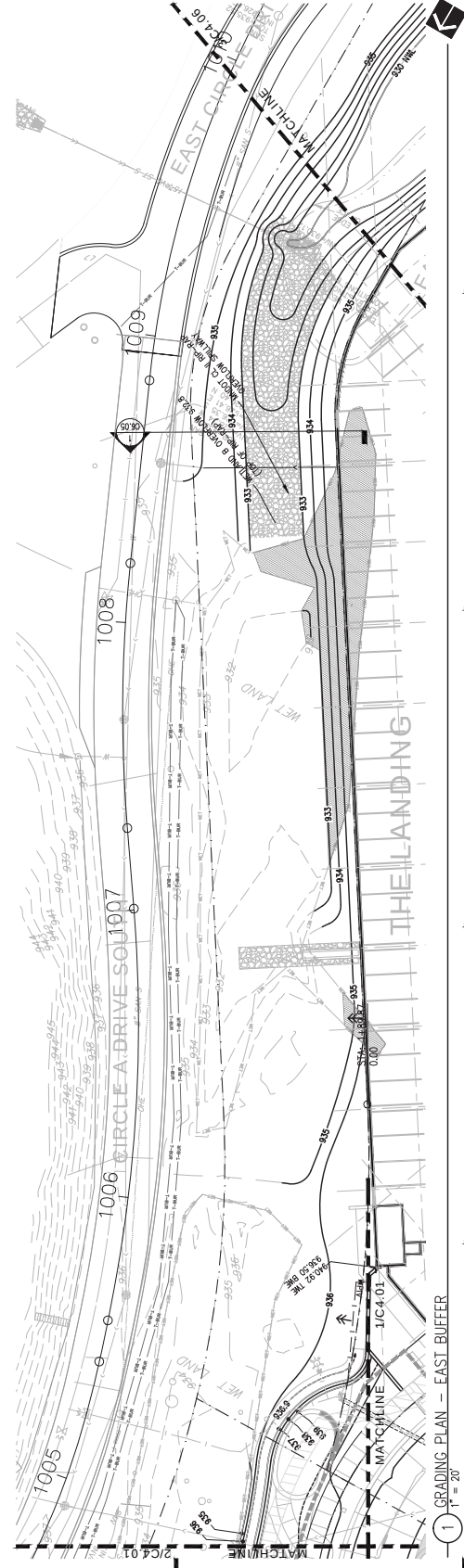
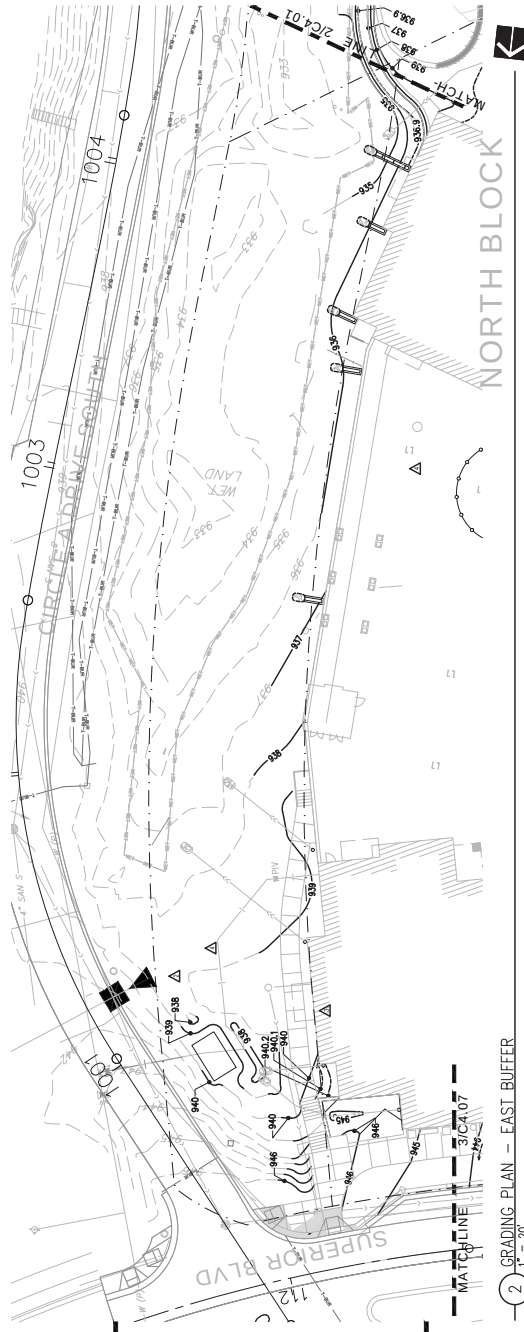
1. COMPLY WITH MINN. STANDARD PLATE 70360 FOR CONSTRUCTION OF CURB RAMP. CLOSPT PROVIDE 7.5% MAX RAMP SLOPE.

ABBREVIATIONS & ACRONYMS

1. REFERENCE SHEET C0.00.

LEGEND

- BREAKLINE
- CONTOUR
- FRACTIONAL CONTOUR (TENTH OF A FOOT)
- WETLAND FILL AREA
- SPOT ELEVATION
- DRAINAGE FLOW INDICATOR
- DRAINAGE FLOW DIRECTION
- CURB TAPER (SPOT ELEVATIONS AT TAPER ENDS INDICATE TYPE OF TAPER: EITHER DROPPED CURB OR RAISED CUTTER)
- RAMP

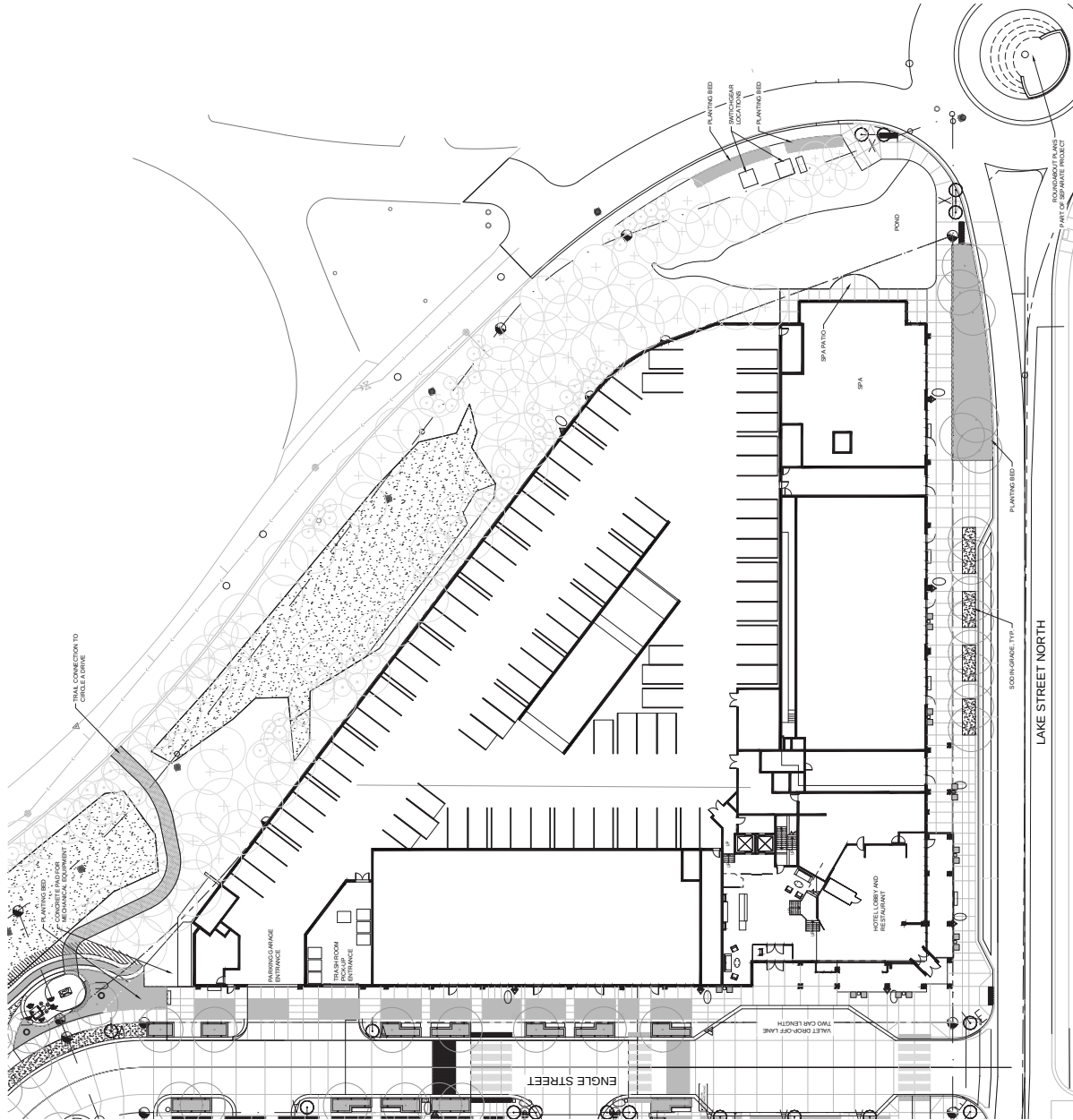


1. REFERENCE SHEET 00.00.

LEGEND

1. CONFIRM LOCATION OF ALL HAND HOLES AND ACCESS HATCHES THROUGH HARDSCAPE WITH LANDSCAPE ARCHITECT BEFORE INSTALLATION
2. ALL SITE FURNISHINGS ON SLOPES GREATER THAN 2% MUST BE SHIMMED LEVEL
3. CURBS ALONG DRIVE LANE(S) WHERE PARKING BAYS ARE NOT PRESENT TO BE PAINTED YELLOW, SIMILAR TO THOSE ON OTHER BLOCKS.

- [illegible]



1 SITE PLAN
Scale: 1" = 20'-0"

[illegible]

PROJECT NAME
WAYZATA BAY CENTER

LAKE ST. AND SUPERIOR BLVD.
WAYZATA, MINNESOTA

DRAWING TITLE:
EAST BLOCK - THE LANDING
SITE PLAN

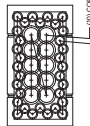
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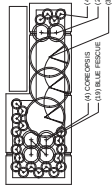
LEGEND

 SOO

 PERENNIALS



2 PLANTER TYPE A (NOT USED)
SHRUB AND PERENNIAL PLANTING PLAN
Scale: 1" = 5'-0"



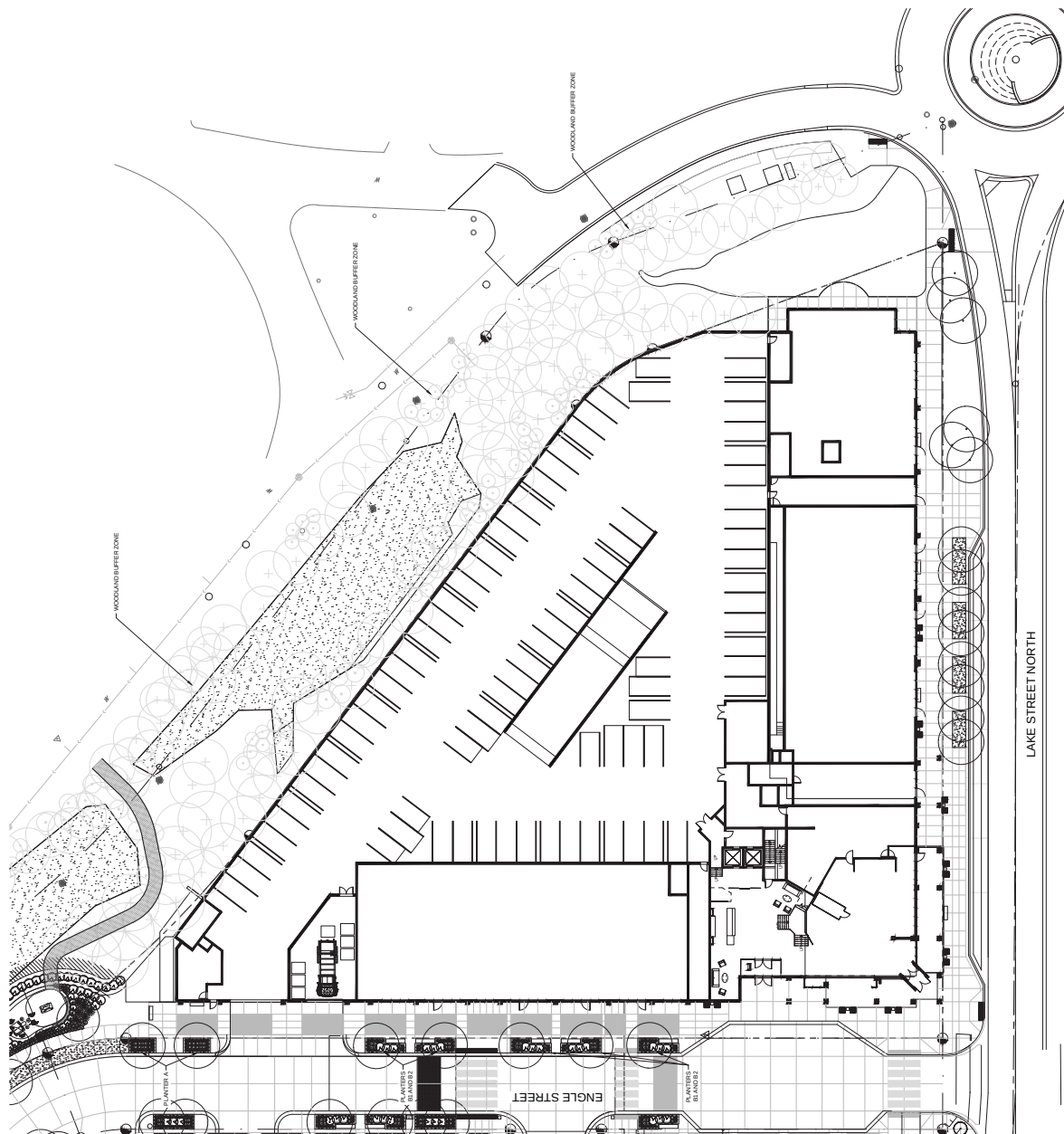
3 PLANTER TYPE B1 AND B2
SHRUB AND PERENNIAL PLANTING PLAN
Scale: 1" = 5'-0"



4 LARGE PLANT POT SHRUB AND PERENNIAL PLANTING PLAN
Scale: 1" = 5'-0"



5 SMALL PLANT POT SHRUB AND PERENNIAL PLANTING PLAN



1 PLANTING PLAN
Scale: 1" = 20'-0"

Landings parking narrative

3/9/15

The following is a summary of the parking analysis for the east block that reflects both the evolution of the shared parking factors that more accurately reflect the parking usage characteristics of a very walkable downtown Wayzata and the proposed uses in the east block including the operational needs of a high quality boutique hotel and quality restaurant, typical retail space and high end condominiums in a portion of the project.

We combined Hay Creek Hospitality's experience in operating similar hotel and restaurant projects in small walkable areas with the latest parking evaluation information provided by Jim Lasher of LSA Design in preparing this parking narrative.

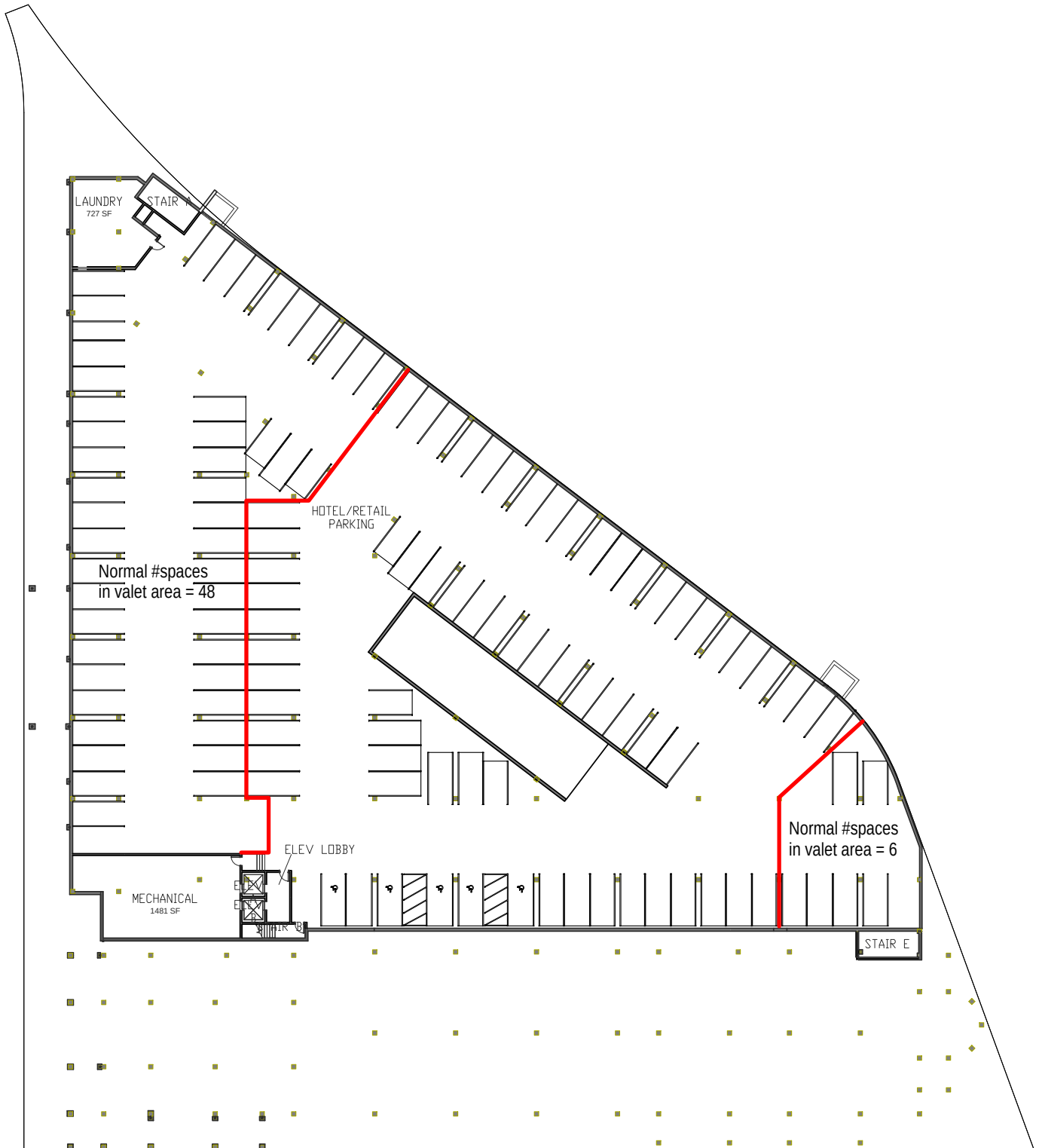
We are attaching three tables that show a comparative analysis of three parking analysis approaches. Table A illustrates the parking required/provided based on the current ordinance with standard shared parking reductions that have been utilized in the recent past, Table B illustrates the general criteria that has been utilized on the first four buildings in the Promenade and Table C illustrates the recommendations being proposed by Jim Lasher.

Hay Creek's experience with the parking space utilization is that the spaces being provided are more than adequate when factoring in the cross utilization with the high degree of walkability of downtown Wayzata and the compact nature of the Promenade. They did, however, feel the need to offer valet service to both the hotel and restaurant guests during peak times and when they may be hosting special events such as wedding receptions or corporate events. We are also attaching an exhibit that illustrates the initial plan for utilizing a portion of the lower level parking area as a "valet only" area. This will increase the parking capacity of that area by 63% or an additional 34 parking spaces. If we find that during summertime peak season we have more than one special event taking place, we have the flexibility to increase the parking capacity further by designating more area as "valet only" and utilizing a shuttle bus from an off-site location for hotel and restaurant employees.

Landing Parking summary		3/9/15				
Table A						
(Per PUD & current ordinance with typical shared use reduction factors)						
Use	Unit	Ratio	Per		Required	Provided
Retail	14,120	1.0	250	SF	56.5	57.0
Restaurant						
Dining area	2,249	1.0	40	SF	56.2	
Kitchen area	2,201	1.0	80	SF	27.5	
Upper seating	1,114	1.0	40	SF	27.9	
Less shared parking reduction 35%					(39.1)	
					72.5	73.0
Spa	3,976	1.0	250	SF	15.9	
Less shared parking reduction 35%					(5.6)	
					10.3	10.0
Hotel	89	1.0	Unit		89.0	89.0
Condo	29	2.0	Unit		58.0	58.0
Total Required					286.3	287.0
			# Provided			
Lower Level Parking			122			
Street Level Parking			81			
Mezzanine Level Parking			84			
Total provided			287			
Plus additional valet parking			34			
Total provided inc. valet parking			321			

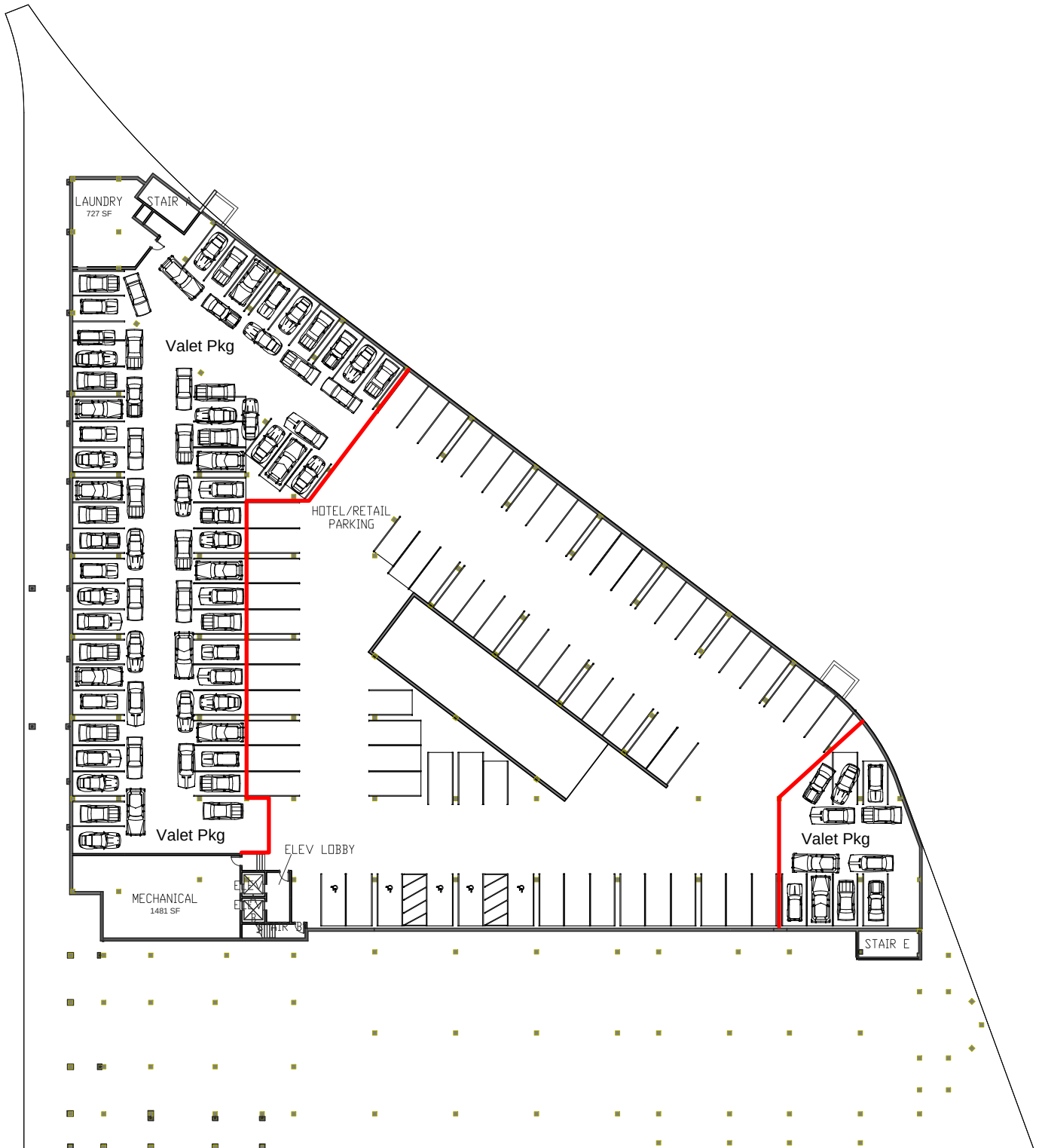
Landing Parking summary		3/9/15				
Table B						
(Utilizing large project blended parking ratio that has been applied to the Promenade)						
Use	Unit	Ratio	Per		Required	Provided
Retail/Restaurant	19,684	1.0	200	SF	98.4	120.0
"Blended ratio"						
Spa	3,976	1.0	200	SF	19.9	20.0
Hotel	89	1.0	Unit		89.0	89.0
Condo	29	2.0	Unit		58.0	58.0
Total Required					265.3	287.0
			# Provided			
Lower Level Parking			122			
Street Level Parking			81			
Mezzanine Level Parking			84			
Total provided			287			
Plus additional valet parking			34			
Total provided inc. valet parking			321			

Landing Parking summary		3/9/15				
Table C						
(Parking analysis per Jim Lasher, LSA Design recommendations)						
Use	Unit	Ratio	Per		Required	Provided
Retail (3.9/1000)	14,120	1.0	256.4	SF	55.1	59.0
Restaurant						
Dining area (15.2/1000)	2,249	1.0	65.8	SF	34.2	
Kitchen area (7.6/1000)	2,201	1.0	131.6	SF *	16.7	
Upper seating (15.2/1000)	1,114	1.0	65.8	SF	16.9	
Total for restaurant					67.8	72.0
Spa	3,976	1.0	250	SF	15.9	
Less shared parking reduction 45%					(7.2)	
					8.7	9.0
Hotel	89	1.0	Unit		89.0	89.0
Condo	29	2.0	Unit		58.0	58.0
Total Required					278.7	287.0
* (Kitchen parking ratio adjusted to be proportional to dining area)						
			# Provided			
Lower Level Parking			122			
Street Level Parking			81			
Mezzanine Level Parking			84			
Total provided			287			
Plus additional valet parking			34			
Total provided inc. valet parking			321			



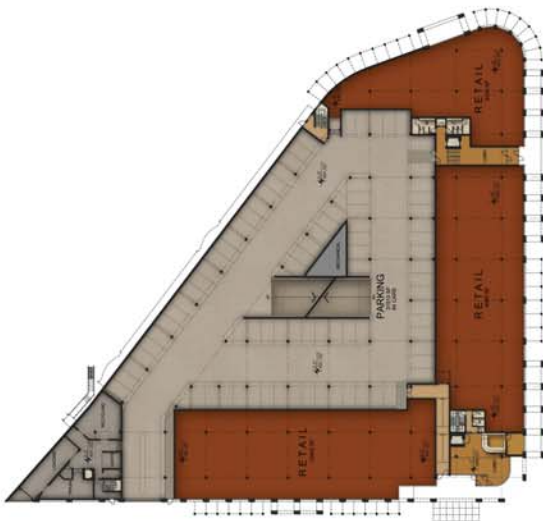
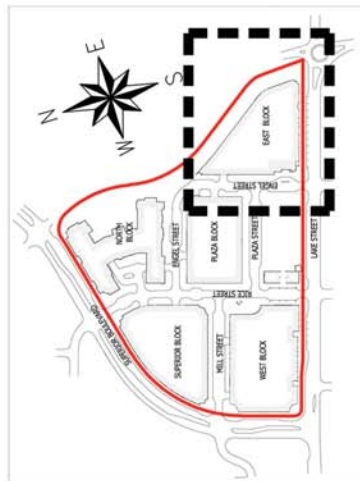
Landings lower level valet parking
areas with standard spaces shown

3/8/15

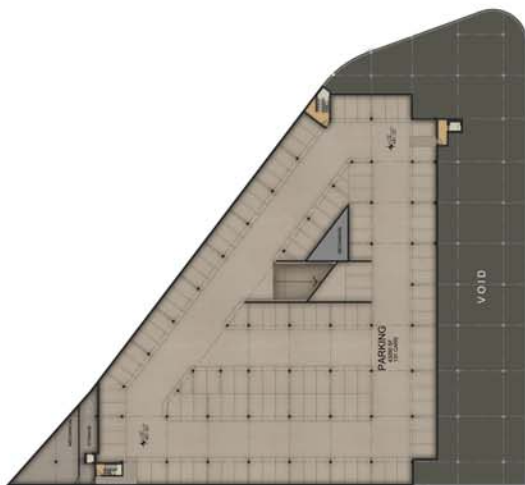


Landings - potential lower level
valet parking layout (88 spaces
vs 54 spaces, gain of 34 spaces)

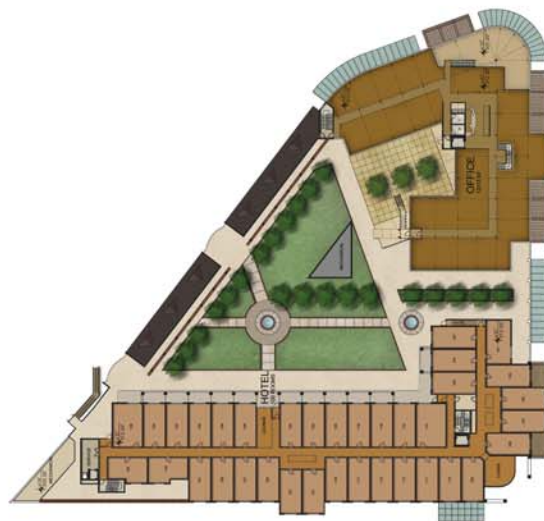
3/8/15



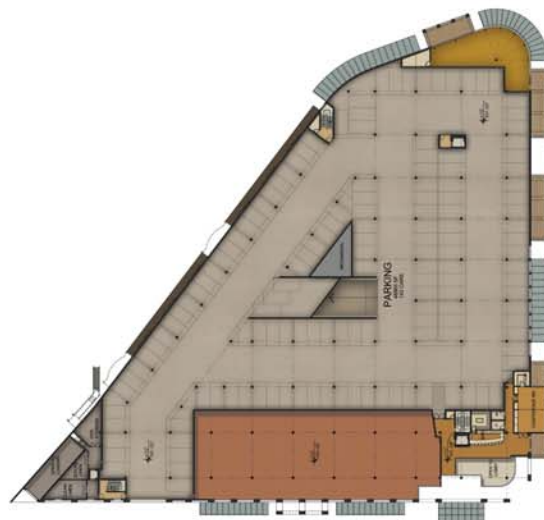
LEVEL 0
Retail - Parking



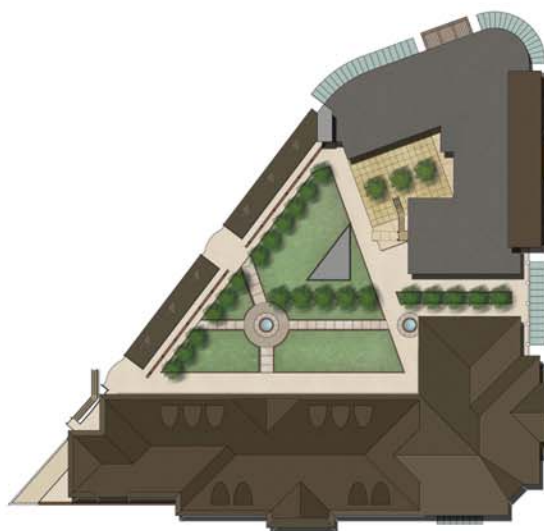
LEVEL -1
Parking



LEVEL +2
Podium - Hotel and Office



LEVEL +1
Retail - Parking



ROOF PLAN



CONSULTANTS

DAN O'NEILL ARCHITECTS & PLANNERS
911 BOREL PLACE, SUITE 200
SAN MARINO, CALIFORNIA 91762

INSITE ARCHITECTS
1101 WEST RIVER PARKWAY, SUITE 300
MINNEAPOLIS, MN 55415

LHB, INC.
250 THIRD AVENUE NORTH, SUITE 450
MINNEAPOLIS, MINNESOTA 55401

GENERAL PLAN
SUBMITTAL

PRELIMINARY
NOT FOR CONSTRUCTION
03-31-2008

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PROJECT NAME

WAYZATA BAY
CENTER

DRAWING TITLE

FLOOR PLANS
EAST BLOCK

DRAWN BY
CHECKED BY
PROJECT NO.

E1.00



CONSULTANTS

DAN JONES ARCHITECTS & PLANNERS
911 BOEDEL PLACE, SUITE 200
SAN MARINO, CALIFORNIA 94402

INSITE ARCHITECTS
1101 WEST RIVER PARKWAY, SUITE 300
MINNEAPOLIS, MN 55415

LHB, INC.
250 THIRD AVENUE NORTH, SUITE 450
MINNEAPOLIS, MINNESOTA 55401

GENERAL PLAN
SUBMITTAL

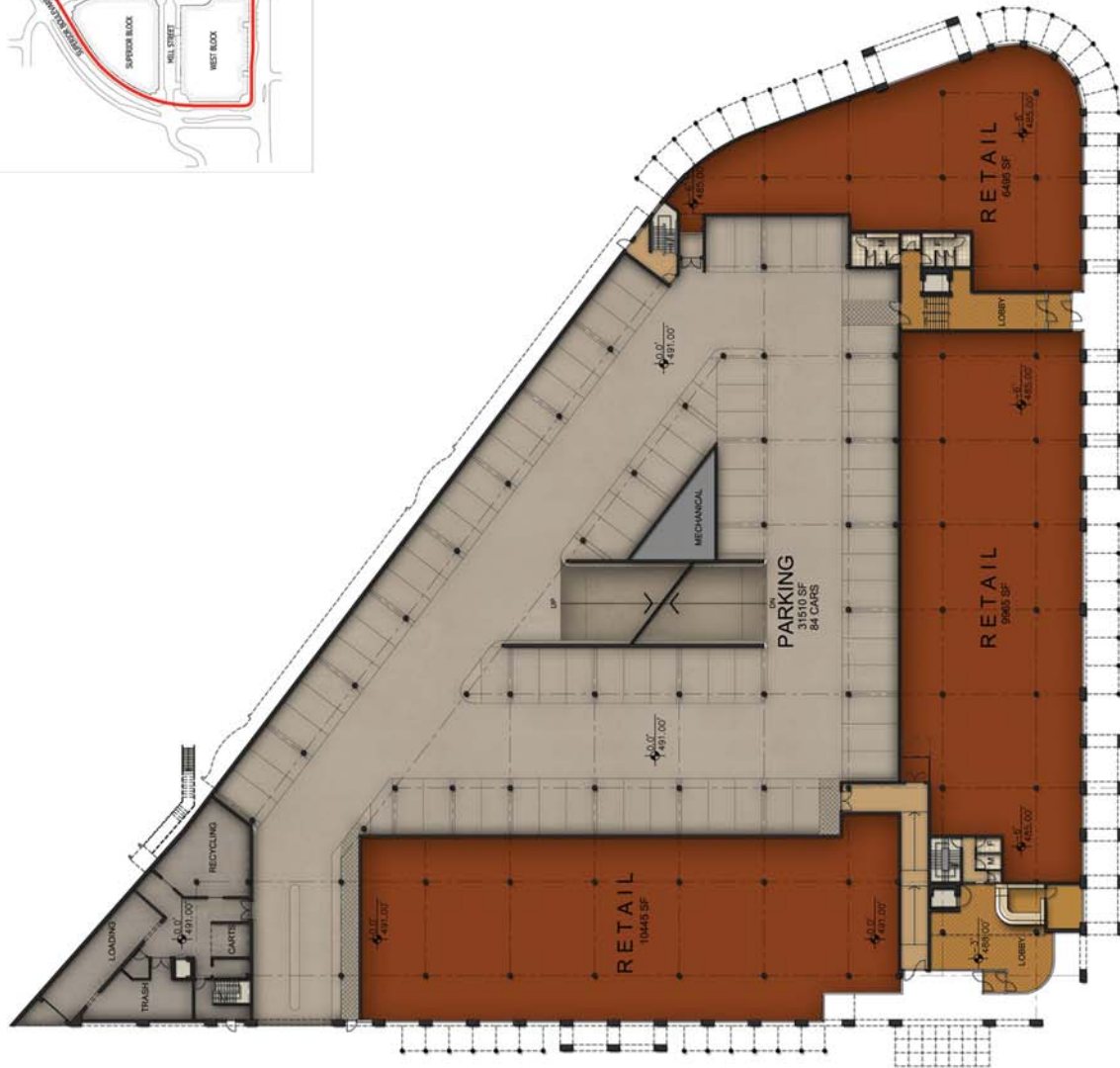
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NOT FOR CONSTRUCTION
03-31-2008

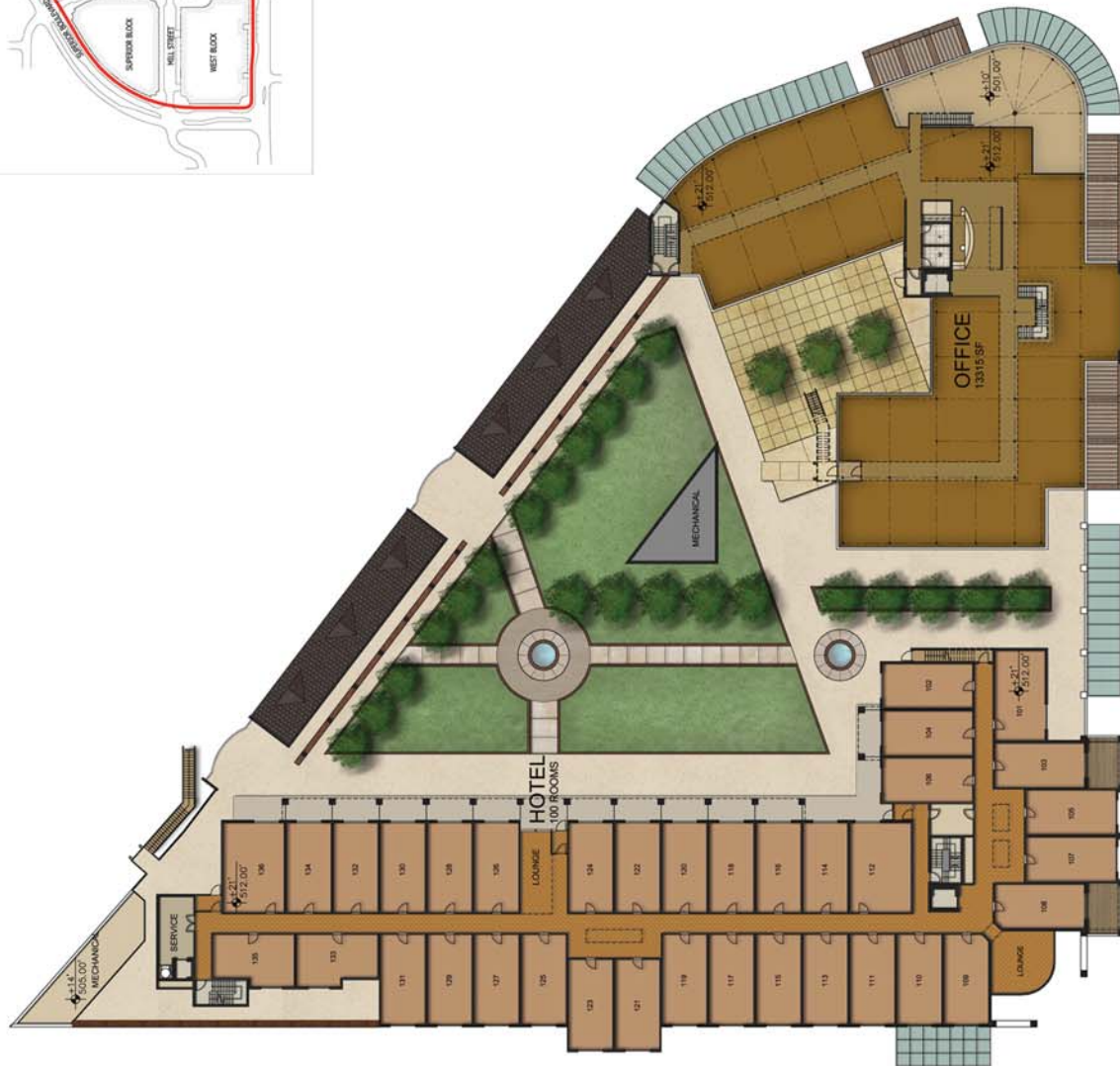
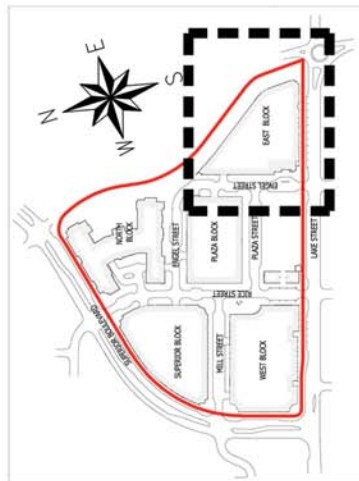
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PROJECT NAME

WAYZATA BAY
CENTER

LEVEL 0 FLOOR PLAN
Parking and Retail
EAST BLOCK

E1.01





Wayzata Bay
REDEVELOPMENT COMPANY

CONSULTANTS

DAN JONES ARCHITECTS & PLANNERS
911 BOREL PLACE, SUITE 200
SAN MARINO, CALIFORNIA 94402

INSITE ARCHITECTS
1101 WEST RIVER PARKWAY, SUITE 300
MINNEAPOLIS, MN 55415

LHB, INC.
250 THIRD AVENUE NORTH, SUITE 450
MINNEAPOLIS, MINNESOTA 55401

**GENERAL PLAN
SUBMITTAL**

PRELIMINARY
NOT FOR CONSTRUCTION
03-31-2008

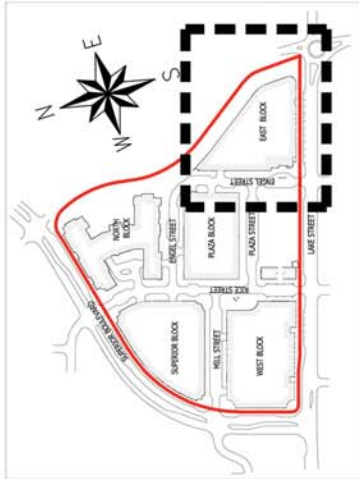
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PROJECT NAME

**WAYZATA BAY
CENTER**

LEVEL +2 FLOOR PLAN
Podium -Hotel and Office
EAST BLOCK

DATE: 03-31-2008
DRAWN BY: [Name]
CHECKED BY: [Name]
APPROVED BY: [Name]

E1.02



WEST ELEVATION (Engel Street)



SOUTH ELEVATION (Lake Street)



EAST ELEVATION (Green Belt)



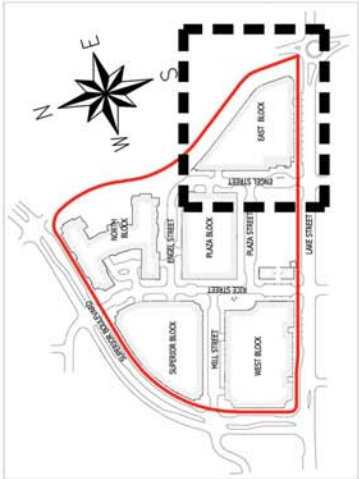
WEST ELEVATION (Engel Street)



SOUTH ELEVATION (Lake Street)



EAST ELEVATION (Green Belt)



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LHB, INC.
250 THIRD AVENUE NORTH, SUITE 450
MINNEAPOLIS, MINNESOTA 55401

**GENERAL PLAN
SUBMITTAL**

PRELIMINARY
NOT FOR CONSTRUCTION
03-31-2008

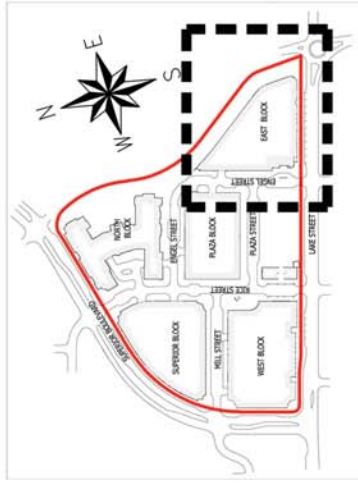
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PROJECT NAME

**WAYZATA BAY
CENTER**

**ELEVATIONS
WITH TREES
EAST BLOCK**

DATE: 03-31-2008
DRAWN BY: [Name]
CHECKED BY: [Name]
APPROVED BY: [Name]

E2.01



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DAN JONES ARCHITECTS & PLANNERS
911 BOEEL PLACE, SUITE 200
SAN MARINO, CALIFORNIA 94402

INSITE ARCHITECTS
1101 WEST RIVER PARKWAY, SUITE 300
MINNEAPOLIS, MN 55415

LHB, INC.
250 THIRD AVENUE NORTH, SUITE 450
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03-31-2008

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PROJECT NAME

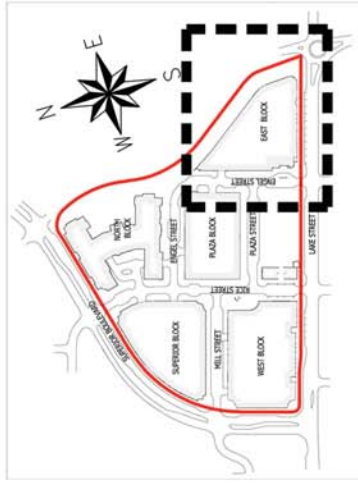
WAYZATA BAY
CENTER

PROJECT NO. 02
SOUTH ELEVATION
Office Corner Detail
EAST BLOCK

DATE: 03-31-2008
DRAWN BY: J. JONES
CHECKED BY: J. JONES
PROJECT NO.

E2.02





Wayzata Bay
REDEVELOPMENT COMPANY

CONSULTANTS

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911 BOREL PLACE, SUITE 200
SAN MARINO, CALIFORNIA 94402

INSITE ARCHITECTS
1101 WEST RIVER PARKWAY, SUITE 300
MINNEAPOLIS, MN 55415

LHB, INC.
250 THIRD AVENUE NORTH, SUITE 450
MINNEAPOLIS, MINNESOTA 55401

**GENERAL PLAN
SUBMITTAL**

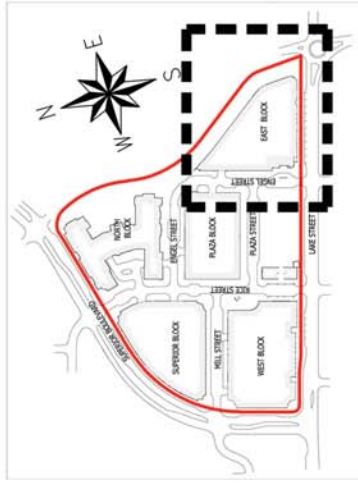
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**WAYZATA BAY
CENTER**

SOUTH ELEVATION
Hotel Corner Detail
EAST BLOCK

E2.03



Wayzata Bay
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LHB, INC.
250 THIRD AVENUE NORTH, SUITE 450
MINNEAPOLIS, MINNESOTA 55401

**GENERAL PLAN
SUBMITTAL**

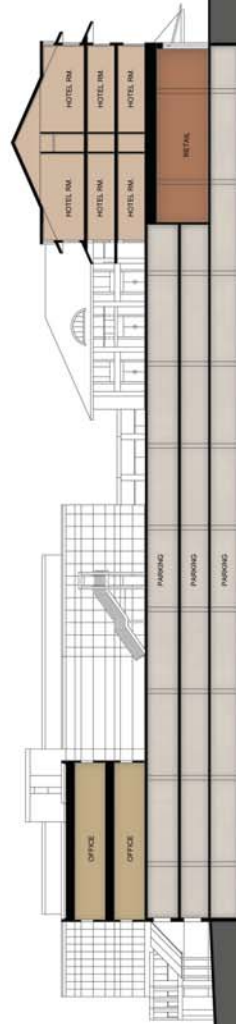
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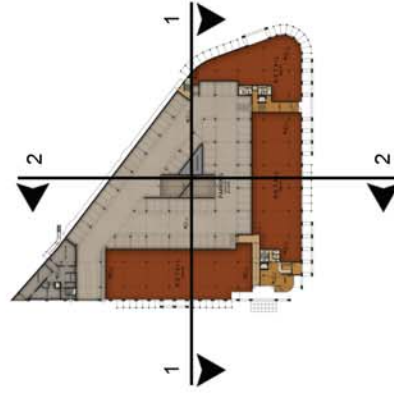
**WAYZATA BAY
CENTER**

WEST ELEVATION
Hotel Corner Detail
EAST BLOCK

E2.04



SECTION 1



SECTION 2



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03-31-2008

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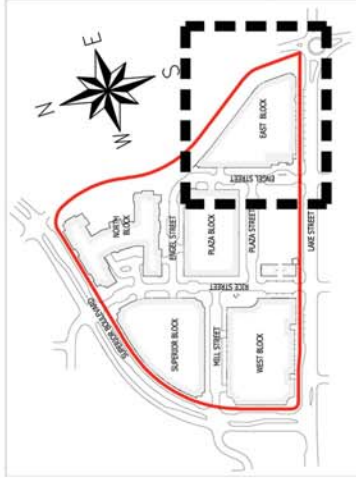
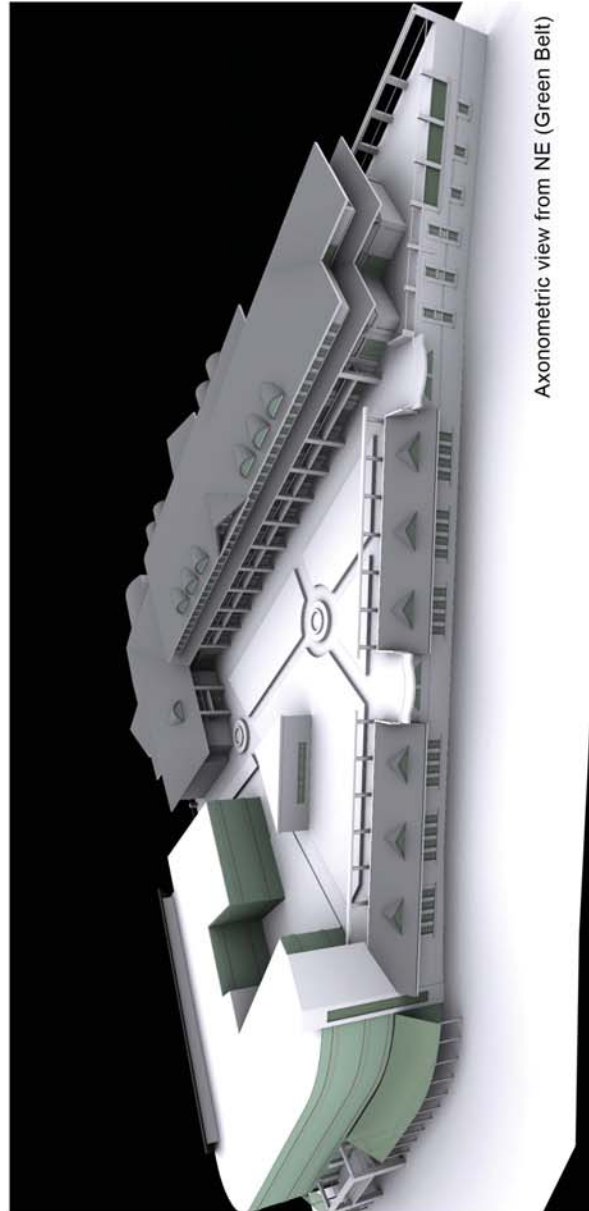
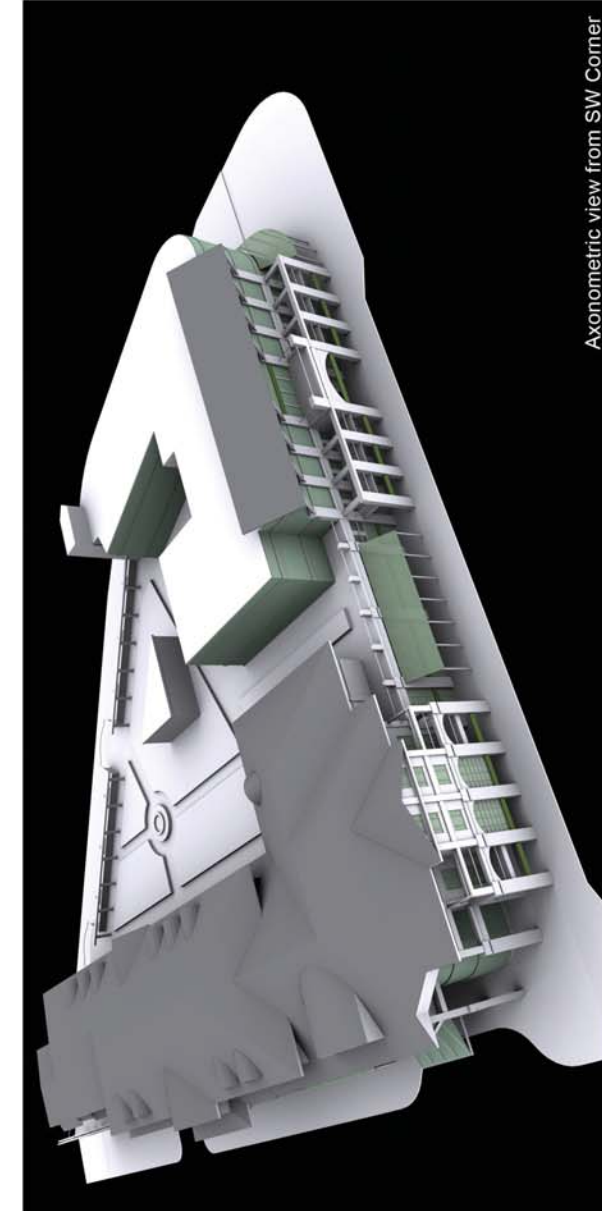
WAYZATA BAY
CENTER

DRAWING TITLE

SECTIONS
EAST BLOCK

DRAWN BY
CHECKED BY
PROJECT NO.

E3.00



Wayzata Bay
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SAN MARINO, CALIFORNIA 9402

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1101 WEST RIVER PARKWAY, SUITE 300
MINNEAPOLIS, MN 55415

LHB, INC.
250 THIRD AVENUE NORTH, SUITE 450
MINNEAPOLIS, MINNESOTA 55401

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SUBMITTAL**

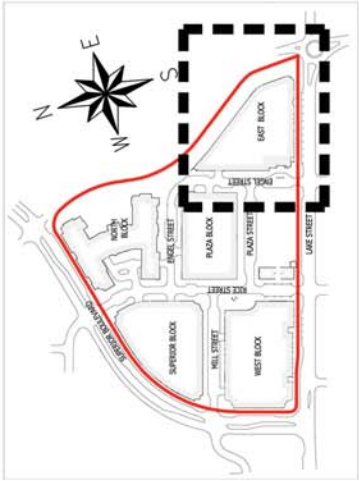
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03-31-2008

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PROJECT NAME

**WAYZATA BAY
CENTER**

**THREE DIMENSIONAL
VIEWS
EAST BLOCK**

E4.00



Wayzata Bay
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MINNEAPOLIS, MINNESOTA 55401

**GENERAL PLAN
SUBMITTAL**

PRELIMINARY
NOT FOR CONSTRUCTION
03-31-2008

PROJECT NAME

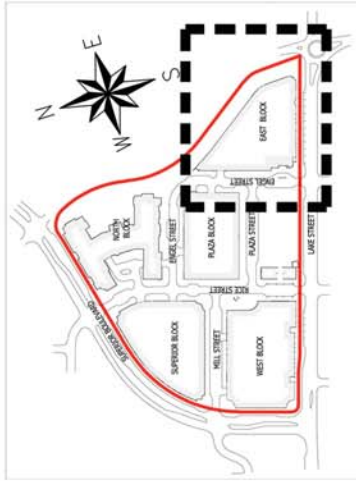
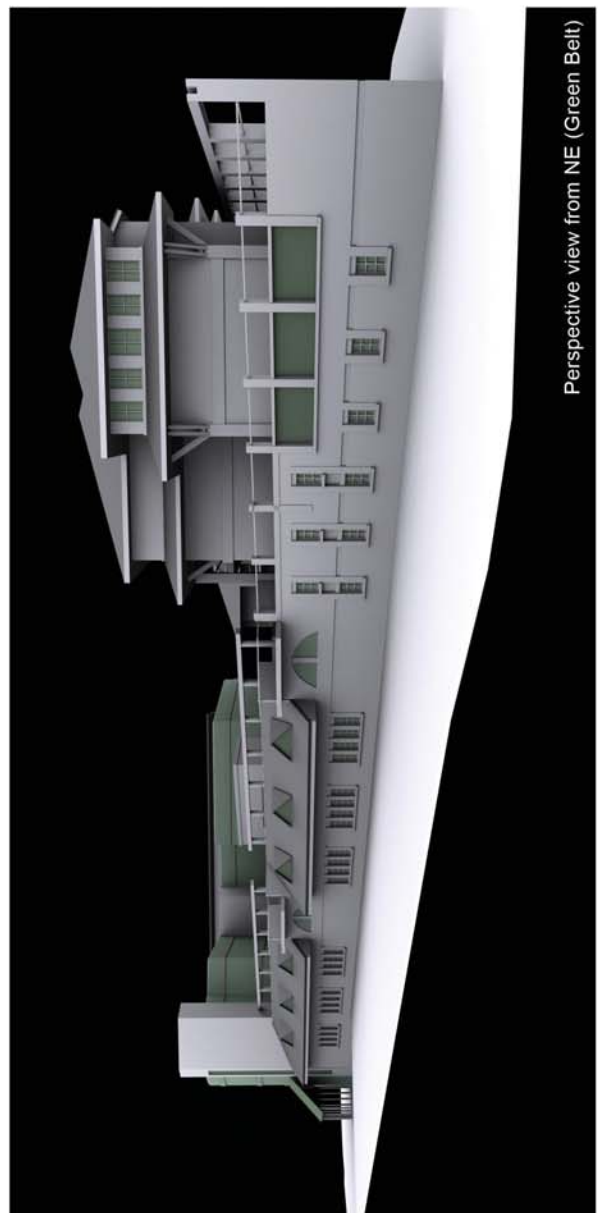
**WAYZATA BAY
CENTER**

THREE DIMENSIONAL

**THREE DIMENSIONAL
VIEWS
EAST BLOCK**

DATE: 03-31-2008

E4.01



Wayzata Bay
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SAN MARINO, CALIFORNIA 94102

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1101 WEST RIVER PARKWAY, SUITE 300
MINNEAPOLIS, MN 55415

LHB, INC.
250 THIRD AVENUE NORTH, SUITE 450
MINNEAPOLIS, MINNESOTA 55401

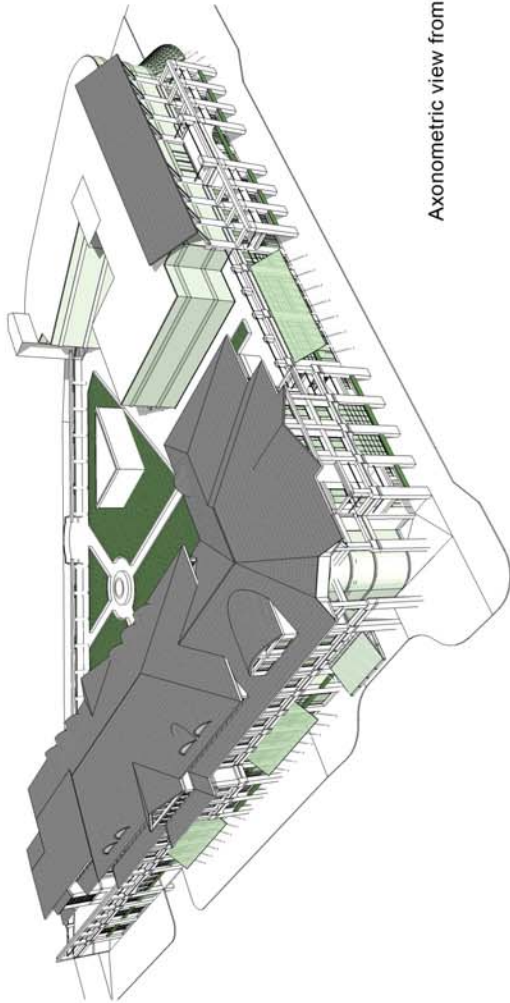
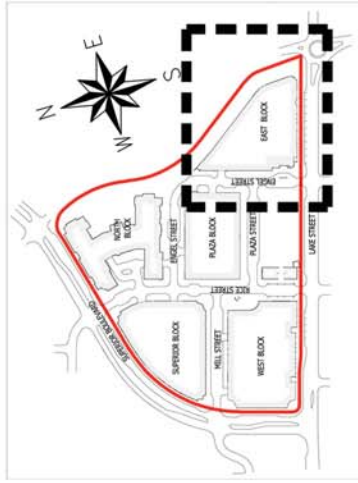
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SUBMITTAL**

PRELIMINARY
NOT FOR CONSTRUCTION
03-31-2008

PROJECT NAME
**WAYZATA BAY
CENTER**

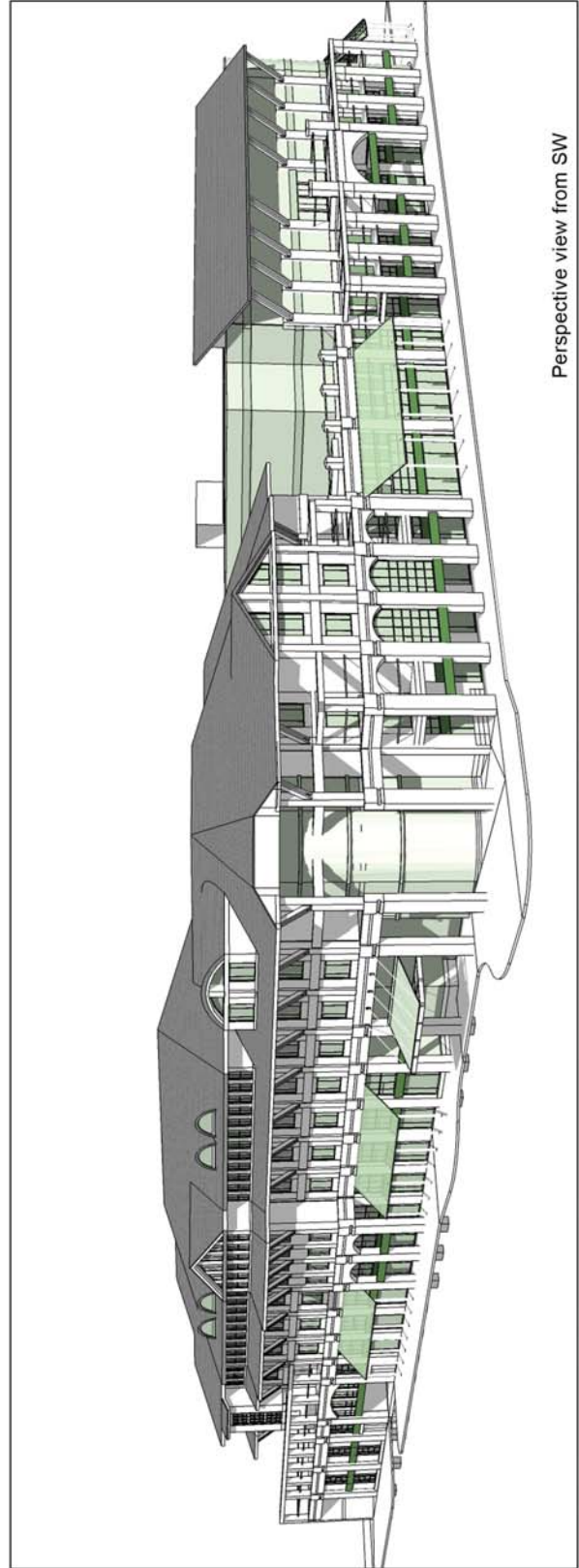
**THREE DIMENSIONAL
VIEWS
EAST BLOCK**

E4.02



Axonometric view from SW

GENERAL PLAN
SUBMITTAL



Perspective view from SW

Wayzata Bay
REDEVELOPMENT COMPANY

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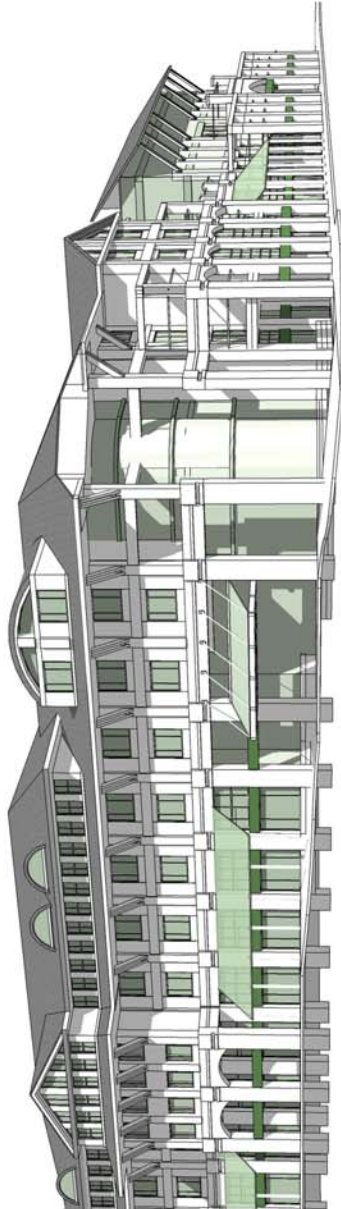
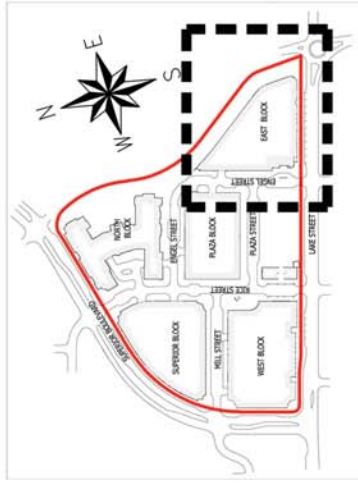
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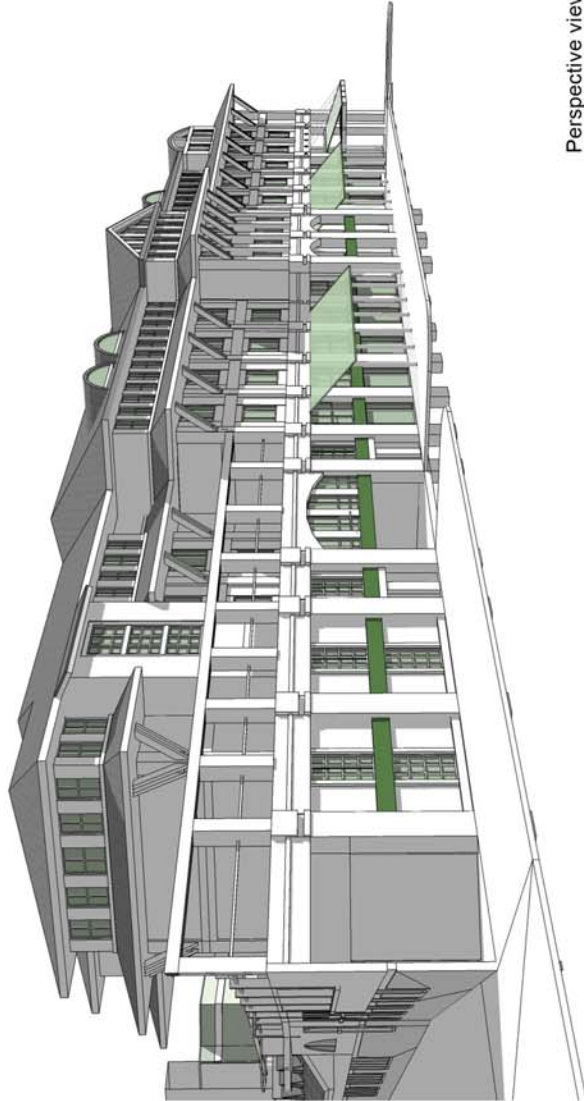
**WAYZATA BAY
CENTER**

**THREE DIMENSIONAL
VIEWS
EAST BLOCK**

E4.03
DRAWN BY: [illegible]
CHECKED BY: [illegible]
DATE: [illegible]



Perspective view from SW



Perspective view from N

Wayzata Bay
REDEVELOPMENT COMPANY

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SAN MARINO, CALIFORNIA 94102

INSITE ARCHITECTS
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MINNEAPOLIS, MN 55415

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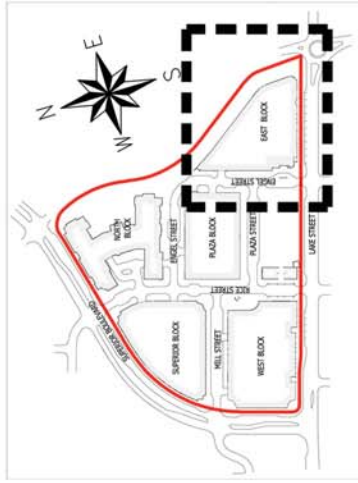
PROJECT NAME

**WAYZATA BAY
CENTER**

**THREE DIMENSIONAL
VIEWS
EAST BLOCK**

E4.04

Drawn by:
Checked by:
Printed on:



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REDEVELOPMENT COMPANY

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1101 WEST RIVER PARKWAY, SUITE 300
MINNEAPOLIS, MN 55415

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250 THIRD AVENUE NORTH, SUITE 450
MINNEAPOLIS, MINNESOTA 55401

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SUBMITTAL**

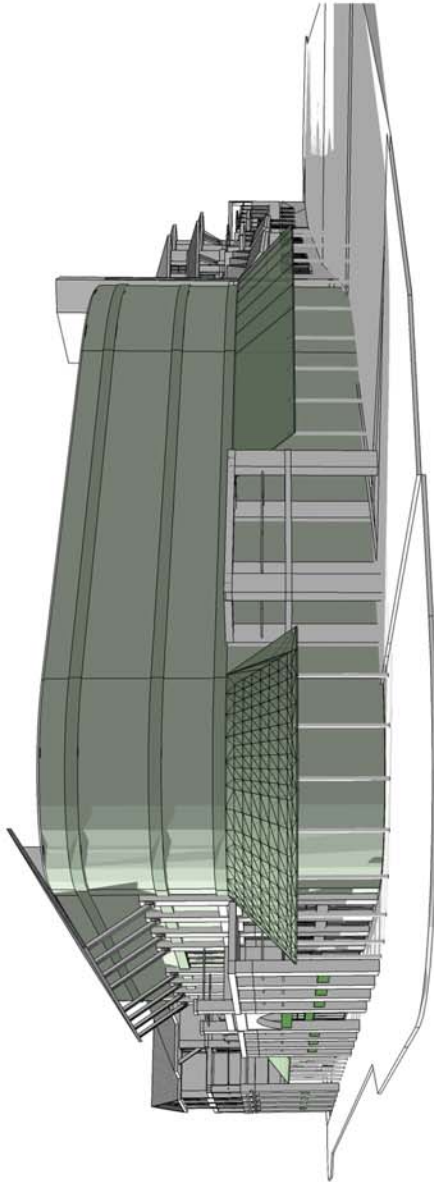
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PROJECT NAME

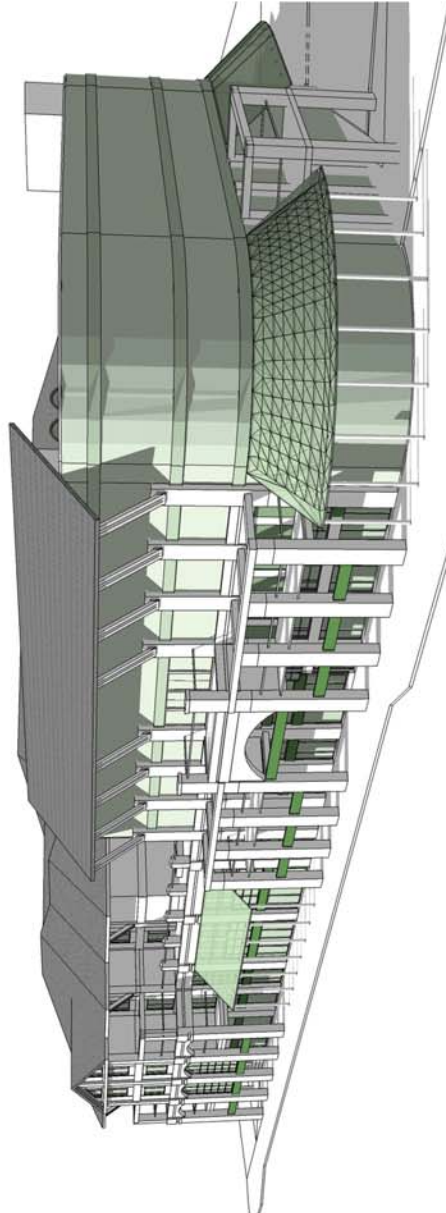
**WAYZATA BAY
CENTER**

**THREE DIMENSIONAL
VIEWS
EAST BLOCK**

E4.05



Perspective view from SE



Perspective view from SE

Bryan Gadow

From: srfox702@gmail.com
Sent: Sunday, March 15, 2015 5:38 PM
To: Tom Vanderheyden; Cathy Iverson; grahamgnos@wayzata.org; Lynn Gruber; Michael Ramy; stevenyoung@wayzata.org; Graciela Gonzalez
Cc: Heidi Nelson; Bryan Gadow
Subject: Promenade PUD Request

Commissioners:

As a property owner along Circle A Drive E next to the Promenade of Wayzata, I would urge you to deny the upcoming PUD requests to change plans for this development--unless the developers, Presbyterian Homes and Bohland Development, abide by the commitments made when this project was approved in 2008.

Specifically, the developer agreed to maintain, even enhance, the tree buffer between this property and the neighborhood. What has transpired instead is the near destruction of significant sections of this buffer. The utility installation process--never a surprise to the developer's engineering staff--denuded the tree line and resulted in a clear cut of the vegetation.

To date, there has been a clumsy effort to plant a few dwarf evergreen shrubs as an "enhancement" to this area. Those plantings have already, for the most part, died. It is simply unacceptable. Moreover, the trash strewn area is an ongoing eyesore. Of course, the developer's refrain is this will all be done in due course. But I don't think the remedy required here falls within the top 100 items on the developer's punch list. Say no to the PUD until there is an acceptable plan and timeline to fix what they destroyed.

Sincerely,

Steve Fox

142, 152, 162 Circle A Drive S.

1 Commissioner Young made a motion, Seconded by Commissioner Iverson to recommend
2 approval of the roof modification as submitted for the Planned Unit Developed for 125 Wayzata
3 Boulevard E - Wayzata Community Church. The motion carried unanimously.
4

5 **b. 901 Lake Street – East Block of the Promenade of Wayzata**

6 **i. Planned Unit Development Amendment to allow conversion of proposed**
7 **office use to condominium**

8 **ii. Review of Proposed Design Modifications**
9

10 Mr. Gadow stated BohLand Development LLC has submitted an application for an amendment
11 to the Planned Unit Development (PUD) and modification of the design of the East Block of the
12 Promenade project. The Wayzata Bay Center Project General Plan PUD and associated building
13 designs were approved in 2008 and a condition of the approval was that the Applicant continue
14 to work on the design of each block to include as a final design for the Final Plan of the PUD,
15 and any material design deviations in the Final Plan from the building designs depicted would be
16 subject to City Council review and approval. The proposed PUD Amendment is to allow the
17 Applicant to replace the previously proposed 27,000 square-foot office space with 29
18 individually owned condominiums. The rest of the building would contain an 80-90 room
19 boutique hotel, a restaurant, a spa, and 14,000 square-feet of commercial space. He reviewed the
20 Staff report and proposed plans.
21

22 Mr. Steve Bohl, President BohLand Development, 825 Wayzata Blvd. E., Wayzata, reviewed
23 how the Applicant had developed the proposed concept and he presented the Commission with a
24 PowerPoint presentation on the proposal including renderings of the building and the materials
25 that would be used.
26

27 Mr. David Stahl, Cunningham Group Architecture, 201 Ortman St SE #325, Minneapolis, stated
28 they had looked at the Lake Effect, the pedestrian experience and the return of a hotel in
29 Wayzata when designing the architectural look of the building. He explained the need to be
30 respectful to the neighbors to the east facing the parking lot and there would not be windows on
31 this side so they would not have the light from the ramp and there would be additional plantings
32 to screen this.
33

34 Mr. Bohl explained the proposed layout and design of the building including the hotel,
35 restaurant, and condominium designs.
36

37 Chair Vanderheyden asked for an explanation on the shared parking.
38

39 Mr. Terry Schneider, Project Developers, 15333 Boulder Creek Drive, Minnetonka, explained
40 they used a blended method to assess the parking needs because the office space is a larger
41 demand of parking versus condominium and hotel uses. The biggest challenge had been
42 determining the overlap in needs and what would be an appropriate amount of parking. They did
43 three analysis including the original parking plan. The 287 proposed spots would be
44 conservative. The Hotel operator feels valet parking would be a requirement and he reviewed
45 how this would be accommodated. It is less parking than the original plan but this is due to the
46 decrease in need by removing the office space.

1
2 Mr. Bohl reviewed the landscaping plan, the proposed storm water management system and the
3 proposed building height and design compared to the approved building height and design.

4
5 Commissioner Gruber asked for clarification on the materials being proposed, specifically lap
6 siding.

7
8 Mr. Stahl explained the lap siding makes this building feel more lakeside. It is a fiber-cement
9 product that looks like wood but would last longer and be less maintenance. If they move
10 forward with this they would be coming back for a variance. He explained this product is
11 replacing the traditional wood lap siding because it does not have the same maintenance
12 requirements. He explained brick is not traditionally seen along lakeside properties and that is
13 why they moved away from using brick.

14
15 Commissioner Gruber asked where the valet parking would be.

16
17 Mr. Bohl stated the parking calculation would still provide adequate parking without valet
18 parking but the hotel operator wants valet parking as a service for guests. Having the valet
19 parking would also be beneficial during peak times without going outside of the facility. He
20 stated a study had been provided in the Staff Report as well.

21
22 Chair Vanderheyden opened the public hearing at 7:00 p.m.

23
24 Mr. Dan Gustafson, 1040 E. Circle Drive, Wayzata, stated the 2008 plan had included park space
25 on the east side and this is not going on. The east buffer is lacking in buffering and landscaping.
26 The holding pond is not attractive and there is no connecting sidewalk. He is less than
27 enthusiastic about the parking structure being what faces the east neighborhood. He felt the
28 neighborhood should have been involved. He also expressed concerns about dumpsters, garbage
29 and trucks.

30
31 There being no additional comment Chair Vanderheyden closed the public hearing at 7:03 p.m.

32
33 Commissioner Young asked what the landscaping plans were for the west side of the building
34 and how this will look for those residents that face the parking structure.

35
36 Chair Vanderheyden asked if the City owned a portion of this property.

37
38 Mr. Gadow explained there is a portion owned by the City but the Developer owns the majority
39 of the property. The buffer would be part of the project and the landscape plan had been
40 included in the application. The Applicant is proposing additional landscaping in this area.

41
42 Commissioner Iverson asked what would happen to the existing trees with the construction of
43 the parking structure.

44
45 Mr. John Mehrkens, Presbyterian Homes, explained there is a landscape management plan that
46 starts with the removal of all the invasive plantings within this area. The work to the north has

1 been completed and replacement trees have been put in place. The same plan is intended for the
2 space to the south or the area facing the east block. The previous plan had parking in this same
3 area with opaque windows. This particular design would close off those windows and make the
4 structure appear to be a complete building not a parking structure. The addition of vertical
5 elements with landscaping trees on top is soften this edge.

6
7 Commissioner Young clarified this edge was not being changed based on the conversion of
8 office space to condominiums but rather on feedback from the Commission and City Council.

9
10 Mr. Mehrkens stated this was correct and the building did not get any longer or taller than what
11 had been previously approved.

12
13 Commissioner Iverson asked what precautions would be taken to preserve the cottonwood on the
14 east corner.

15
16 Mr. Mehrkens stated he was not a landscape architect and could not speak to the trees that have
17 been lost. There are three wetlands and they are working to make sure the water runoff is
18 maintained and there is no additional impact to the trees.

19
20 Commissioner Iverson asked about the planting on the north because there are root balls
21 showing.

22
23 Mr. Mehrkens stated this is part of the landscape management system and there is a warranty
24 with these trees so any trees that do not survive would be replaced.

25
26 Commissioner Iverson stated she had sent photos when the original project had started showing
27 the damage that had been done to the trees and the removal of trees that should have been
28 maintained. She asked what the City could do to ensure this does not happen again with this
29 portion of the project. She asked if there was a way to make a legal requirement that if it
30 happens there would be consequences.

31
32 Mr. Gadow stated if this recommendation were to move forward then any tree identified in the
33 landscape management plan to remain should be maintained as part of that plan and if there is
34 damage done to these trees then the applicant would need to replace these trees. The landscape
35 plan does have an inventory of the trees on the property and this could be linked to what is to be
36 maintained.

37
38 Commissioner Iverson stated something harsher needs to happen when there are mature trees
39 removed that should not be because these buffer the neighborhoods.

40
41 City Attorney Schelzel stated he would work on language with the amendment and they would
42 look into what had happened previously and how to keep this from happening again.

43
44 Mr. Mehrkens stated there had been two large trees in the north area that should have been
45 maintained but as the utility project moved forward there had been some miscommunication with
46 the contractor and these trees were removed. It is not clear if the trees would have survived the

1 construction or not. The landscaping would be completed as the construction is completed,
2 weather permitting.

3
4 Mr. Bohl stated they would like to start construction in June and anticipate completion within
5 20-months. Landscaping would be completed late 2016 early 2017 completion.

6
7 Commissioner Iverson asked if the traffic impacts on Central Avenue and the proximity of the
8 parking had been reviewed.

9
10 Mr. Gadow stated the traffic had been looked at a couple of times but a new analysis has not
11 been completed.

12
13 Commissioner Iverson suggested requiring a new traffic study as part of this project.

14
15 Mr. Mehrkens stated the change of use from office space to condominiums would have a
16 negative impact on traffic and reduce the amount of traffic to the site. There would only be one
17 valet point as well.

18
19 Commissioner Iverson stated she would like to see the traffic counts. She asked if there would
20 be street parking in front of the condominiums.

21
22 Mr. Mehrkens stated street parking would be available.

23
24 Commissioner Iverson stated she would like to see the neighborhood involved with this project
25 and she asked if the applicant would consider this.

26
27 Mr. Bohl stated he had tried to reach some of the neighbors the previous week and he had not
28 been able to get a hold of many. He talked to a couple neighbors that had the closest impacts.
29 One neighborhood had expressed concerns about a portion of the development where the
30 lighting was coming into his home. The Developer would work with him as they are completing
31 the project and plant a couple of additional trees in this area to block that light. There had been
32 conflicting ideas on the buffer to the east. The eastern edge is brought back some and the
33 parking is enclosed to keep the lighting from the neighborhood.

34
35 Commissioner Gruber stated Mr. Steve Fox had provided a memo regarding the removal of some
36 trees and she recommended Mr. Bohl contact him.

37
38 Commissioner Young stated the shift from office to residential is positive for the property. The
39 design aesthetic is good and it is important the landscape plan is followed to ensure there are no
40 impacts to the neighbors. There is a fair concern about the potential traffic on Central. He
41 would recommend approval of this based on the information provided.

42
43 Commissioner Gruber stated she also favors this project but she lives to the north and has
44 concerns about landscaping in this area.

1 Mr. Gadow asked about the lap siding material because the standards do not allow for more than
2 10% of this material. Using this material would require a variance.

3
4 Commissioner Iverson stated there had been concerns about changing the plan in 2008. The
5 2008 plan had open space and changes in architectural material and height. This proposal is
6 more of a wall. She would like to see the Developer go back and redesign the project to include
7 more green space and reduce the scale and mass. She asked if the Developer would be willing to
8 meet with the neighbors and look at softening the mass and scale of this structure.

9
10 Mr. Bohl stated he would be willing to have input from the Commission or the neighborhood.
11 This is an improvement over what had been approved in 2008. They had looked at adding vines
12 as well to soften the impacts. The building has been stepped back in the southeast corner as
13 well. The rooftop deck would be limited to the condominium residents only.

14
15 Commissioner Iverson stated there is nothing dimensional about the hotel and it looks like an
16 apartment. She asked what could be done to change this appearance.

17
18 Mr. Stahl stated this is a by-product of the internal setup of each room. He explained some of
19 the architectural changes they were implanting and if there was too much the building would
20 look busy. Hotels are repetitive because this is how they are on the interior. They would be
21 open to looking at adding more elements.

22
23 Commissioner Iverson stated they should provide options for the Commission to consider. The
24 current proposal does not look historical.

25
26 Mr. Stahl stated it was not intended to look historical but more of a lakeside property.

27
28 Commissioner Gruber suggested incorporating more of the history of Wayzata.

29
30 Commissioner Vanderheyden stated he liked the project.

31
32 Mr. Gadow stated Commissioner Gnos was in support of this project.

33
34 Commissioner Iverson asked what color the lap siding would be because this would drive her
35 decision to allow more than 10%.

36
37 Commissioner Gruber stated she would like more information on the durability of the product
38 and see it before it is painted.

39
40 Chair Vanderheyden stated he is in favor of the fiber-cement product.

41
42 Commissioner Young stated the move from office space to residential would create more interest
43 in keeping the property looking good because people are buying into the look and feel of the
44 property.

Chair Vanderheyden clarified the Commission was in general support of the project, there was encouragement for the Developer to reconsider mass and scale, a request to pursue a remedy or assessment of significant tree damage and more general understanding of the traffic impacts, they would like to request the Developer to also review the historical nature of properties around the lake for articulation in the façade, and general support for the fiber-cement board.

Commissioner Gruber stated there was also concern about contacting the neighbors and making sure they were doing everything they could to make the landscaping plan meets their needs.

Ms. Janet Lillevold, 307 Hampton Street, Wayzata, stated she is happy to see the office space replaced with residential but she is concerned about the hotel because this is a lot of people coming in and out of the property. The buildings on this property already compromise this neighborhood. The roundabout does not work and the sidewalk is on the wrong side. This project will continue to reduce the value of the homes on Circle. She asked the Commission to reconsider the setbacks and the scale of the project.

Commissioner Gruber made a motion, seconded by Commissioner Young to direct Staff to prepare a Planning Commission Report recommending approval of the Planned Unit Development Amendment to allow conversion of proposed office use to condominium and the proposed design modifications with the conditions outlined and appropriate findings for approval at the next Planning Commission meeting. The motion carried unanimously.

The Planning Commission recessed at 7:57 p.m.

The Planning Commission reconvened at 8:05 p.m.

c. 151 Westwood Lane – White Birch Properties and Development Group
i. Concurrent Preliminary and Final Plat for Two (2) Lot Subdivision
ii. Variance for Private Roadway

Mr. Gadow stated White Birch Properties and Development Group has submitted a Development Application requesting concurrent preliminary and final plat subdivision approval for a new 2-lot subdivision. The project would require the removal of the existing structure and access to the project would be thru an existing private driveway that would be widen to 20-feet to meet State Fire Code requirements and would require approval of a variance from the Subdivision Ordinance. He reviewed the Staff Report, the preliminary and final plat, the grading and utility plan, and the significant tree inventory plan. There are no home plans at this time and a condition of approval would be that the owners would need to have approval on the building designs. Staff would work with the applicant on having a fire hydrant included with the project.

Mr. Scott Roe, 5128 Bryant Avenue S., Minneapolis, stated making this a 2-lot subdivision instead of the previously submitted 3-lot subdivision has reduced the impacts to the neighborhood. By utilizing the existing driveway there would be less impact to the existing trees and less impact on those neighbors across the street.

Commissioner Gruber asked about the former research on the Indian Mound.

1 as applying for a grant that may take years. He asked if Park Dedication fees could be used in
2 this situation to move and restore the move.

3
4 City Attorney Schelzel asked for clarification regarding the historic nature of the requests, if
5 Staff would work with the Applicant, and what information the Applicant would need to provide
6 to the Commission.

7
8 Chair Vanderheyden asked if there were any policies about historic properties.

9
10 Mr. Gadow explained the City has a Historic Preservation Ordinance. This is a voluntary opt in
11 and once on the list there are some rules about what could happen with the property.

12
13 Commissioner Gonzalez made a motion, Seconded by Commissioner Iverson, to Continue
14 Review of the Application for 313 Central Avenue for a Concurrent Preliminary and Final Plat
15 for Three (3) lot Subdivision and Shoreland Conditional Use Permit to a future meeting. The
16 Applicant is requested to provide additional information as outlined in the discussions. The
17 motion carried unanimously.

18
19 Commissioner Ramy left the meeting at 8:15 p.m.

20
21 **b. 901 Lake Street – East Block of the Promenade of Wayzata**

22 **i. Review and Adoption of Planning Commission Report and**
23 **Recommendation**
24

25 Mr. Gadow stated BohLand Development LLC submitted an application for an amendment to
26 the Planned Unit Development (PUD) and modification of the design of the East Block of the
27 Promenade Project. The Planning Commission reviewed the Application on March 16 and held
28 a public hearing. The Commission voted 4-0 to direct Staff to prepare a draft Planning
29 Commission Report and Recommendation for approval for review at the next meeting.

30
31 Mr. Steve Bohl, President BohLand Development, 825 Wayzata Blvd. E., Wayzata, reviewed
32 what the original submission had been and the scope, scale, and size changes that have been
33 made so the building has less visual impact. He reviewed the traffic routes that would likely be
34 used to access the property and explained they would promote the Superior/Lake Street access to
35 the property. He also discussed the traffic counts of the original approved use and the revised
36 traffic counts if this plan were approved.

37
38 Commissioner Iverson stated she would like to see what a different front would look like. She
39 would also like to see more of the historic references such as porches and altered rooflines. She
40 asked if a cupola could be added to the roof or some of the window sizes changed in order to
41 create more charm. She would like to see the outside look more like the buildings that they used
42 for reference.

43
44 Mr. Bohl stated it was difficult to tie in historical references and still keep the building new and
45 modern. He pointed out areas that they had tied in the historical references. He stated they
46 could continue to look at adding architectural detail to the building including bringing the

1 outdoor patio around the building. The goal had been to make the building look lake front with
2 some historic references but still keep it current.

3
4 Commissioner Iverson suggested either the building be more historic or more modern.

5
6 Commissioner Gonzalez stated the building is tall enough and she would not support an increase
7 in the building height.

8
9 Commissioner Iverson stated she would be willing to compromise on the height if it added
10 interest to the building. The height would not impact the neighbors.

11
12 Mr. Bohl explained they had added formers to the roof line on the west side. The architectural
13 details of the building are still being worked on and they would look at the Commission's
14 recommendations.

15
16 Mr. Gadow explained currently before the Commission is the request for change in use and PUD
17 amendment. If the Applicant is adding small details it would not come back to the Commission
18 but if the changes involve things such as changes in roof pitch it would need to come to the City
19 for review.

20
21 Commissioner Young stated he liked the design aesthetic and how it blended the historic and
22 modern of the City. He would support the project.

23
24 Commissioner Gonzalez expressed concerns about the tree coverage for the east side buffer.

25
26 Mr. Bohl stated he had met with the neighbors and discussed what trees would be preserved,
27 where trees would be added, the landscape plan, noise concerns and lighting pollution. He
28 clarified they would also make sure that all elements of the original landscape plan were
29 completed.

30
31 Mr. John Mehrkens, Presbyterian Homes, discussed the east side buffer and the trees in this area.
32 He explained the trees that had been removed had been expected because they were either
33 marked for removal or they were invasive and had to be removed. He stated he does not agree
34 with Item 4.2.1 of the Planning Commission Report and Recommendation: "The Developer
35 agree to a remedy or pay an assessment acceptable to the City to address the significant tree
36 damage that occurred in the east area of the Subject Property." He stated it would be difficult to
37 determine if these trees were damaged due to construction on the property, the City's road
38 construction project, or caused by nature. The trees that had been removed in order to install
39 utilities had to be removed in order to make that possible. The landscape plans include adding
40 over 280 new trees and this is expected to be completed by 2017.

41
42 Commissioner Iverson asked if the Developer had done any calculations on how much water the
43 pond could hold.

44
45 Mr. Bohl stated they had done extensive studies on the storm water management and the ponds.
46

1 Mr. Mehrkens stated the storm water management is the same as it had been when originally
2 approved and would be above what is required.

3
4 Commissioner Iverson stated she had received requests from the neighbors that there be no
5 balconies on the corner that would look down into their homes. She asked if there would be
6 trees along the pond to reduce light pollution and keep these homes private.

7
8 Mr. Bohl stated they would look at adding something to this area.

9
10 Mr. Dan Gustafson, 1040 E. Circle Drive, Wayzata, stated he supports the use change. He
11 would ask that the traffic study that had been done in 2009 be included with the application. He
12 expressed concerns about traffic moving through the neighborhood and overflow parking. He
13 recommended that City have a plan and be prepared to take action if needed. He is not pleased
14 with the landscaping that has been done and he would like to see the Developer work with the
15 Park Board regarding the east side.

16
17 Ms. Wendy, 1040 Circle A, Wayzata, stated the tree line is disappointing and it had been stated
18 there would be minimal impact on these trees, which has not been the case. She would support
19 closing the round-about and she is concerned about light pollution and privacy if there are
20 balconies overlooking her home.

21
22 Mr. Steve Fox, 702 Winston, Wayzata, stated Mr. Mehrkens had said he would preserve and
23 enhance the buffer and this has not been the case. He stated the solution would be for the City to
24 fine Presbyterian Homes and not advance the application to the City Council unless there is a
25 recommendation of a fine. He suggested fining Presbyterian Homes \$10,000 per condominium
26 and this money could be used to rebuild the buffer and any excess could be used for parks and
27 trails.

28
29 Commissioner Gonzalez asked who was responsible for maintaining the buffer.

30
31 Mr. Gadow stated this area has a common property line between Presbyterian Homes and City
32 right of way.

33
34 Mr. Mehrkens stated a tree survey had been done at the beginning of the project and again a
35 couple of years ago. He also has a landscape management plan that showed the trees to be
36 removed. He would be willing to have a third party review these documents and indicate if
37 Presbyterian Homes removed trees that were not intended to be removed. He clarified they had
38 followed the approved landscape plan. There had been several discussions regarding this buffer
39 and it had been put to the Applicant to make this buffer healthy and this is what has been done.

40
41 Commissioner Iverson asked if the City has ever asked a Developer to put a deposit down for
42 landscaping and once the landscaping is complete this could be returned.

43
44 Mr. Gadow stated the City has not done a letter of credit for landscaping. This is typically done
45 for public infrastructure that an applicant may be building out for the City.

1 Commissioner Iverson suggested this may be something to consider in the future.

2
3 Commissioner Iverson voluntarily recused herself from the vote.

4
5 Commissioner Gonzalez made a motion, Seconded by Commissioner Young to approve the
6 Planning Commission Report and Recommendation for approval for the Planned Unit
7 Development Amendment to Allow Conversion of Proposed Office Use to Condominium and
8 the Review of Proposed Design Modifications. The motion carried 5-ayes and 1-abstain
9 (Iverson).

10
11
12 **AGENDA ITEM 3. Other Items:**

13
14 **a. Review of Development Activities**

15
16 Mr. Gadow stated the next meeting would include a variance request at 532 Ferndale Road S for
17 a garage and hardcover and possibly a subdivision for 250 Bushaway Road. The will be a tour
18 of the Bay Center on Tuesday, April 14 at 4 p.m. He stated the project at 637 Harmony Circle
19 had requested a time extension so they could look at rambler options for the site. There will be a
20 joint workshop with the City Council on April 21 for this project.

21
22 **b. Other Items**

23
24 Director of Planning and Building Gadow stated the City Council reviewed the modification to
25 the Community Church roof.

26
27 Commissioner Gnos stated he would attend the April 14 Heritage Preservation Board meeting.

28
29
30 **AGENDA ITEM 4. Adjournment.**

31
32 There being no further business, Commissioner Young made a motion, seconded by
33 Commissioner Gonzalez to adjourn the meeting. The motion passed unanimously.

34
35 The meeting was adjourned at 9:32 p.m.

36
37 Respectfully submitted,

38
39 Tina Borg
40 *TimeSaver Off Site Secretarial, Inc.*



WAYZATA PLANNING COMMISSION

April 6, 2015

REPORT AND RECOMMENDATION OF APPROVAL OF PUD AMENDMENT AND REVISED PROJECT DESIGN FOR WAYZATA BAY CENTER EAST BLOCK

SUMMARY OF RECOMMENDATIONS

1. Approval* of PUD Amendment
2. Approval* of Revised Project Design

** subject to certain conditions noted in Section 4 of this Report*

REPORT AND RECOMMENDATION

Section 1. BACKGROUND

- 1.1 Revised Project. BohLand Development LLC (the “Applicant”) and Wayzata Bay Redevelopment Co LLC (the “Owner”) have submitted an application (the “Application”) for approval of (1) an amendment to the previously approved Plan Planned Unit Development for the Wayzata Bay Center East Block (the “Proposed PUD”) to change the approved building plans and permitted uses within the Proposed PUD to hotel, restaurant, commercial/retail, and residential uses, as described in the Application, (the “PUD Amendment”) and (2) the associated design elements under the City’s Design Standards (“Project Design”).
- 1.2 Application Requests. As part of the Application, the Applicant is requesting approval of the following items:
 - A. Change in building design and permitted uses within the Proposed PUD.
 - B. Approval of a new building design under the City’s Design Standards.
- 1.3 Property. The address, property identification number/s, and owners of the parcel/s within the Proposed PUD are:

901 Lake Street E	06-117-22-41-0088	Wayzata Bay Redevelopment Co LLC
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- 1.4 Land Use. The Property is currently guided for Downtown Mixed Use and zoned for the Proposed PUD.
- 1.5 Notice and Public Hearing. Notice of a public hearing on the Application was published in the *Lakeshore Weekly* on March 3, 2015. A copy of the notice was mailed to all property owners located within 350 feet of the Property on March 6, 2015. The required public hearing was held at the March 16, 2015 Planning Commission meeting.

Section 2. STANDARDS

2.1 PUD Amendment.

- A. Process. Section 801.33.9 of the Zoning Ordinance provides that the same review procedure is followed by the Planning Commission and City Council for an amendment of a previously approved Planned Unit Development (PUD) as is followed for a new PUD Concept Plan.
- B. General Standards. Section 801.33.2.A of the Zoning Ordinance sets forth the general standards for review of a PUD application. These are:
1. Health Safety and Welfare; Intent and Purpose of PUDs. In reviewing the PUD application, the Council shall consider comments on the application of those persons appearing before the Council, the report and recommendations of the Planning Commission, the recommendations on design and any staff report on the application. The Council also shall evaluate the effects of the proposed project upon the health, safety and welfare of residents of the community and the surrounding area and shall evaluate the project's conformance with the overall intent and purpose of Section 33 of the PUD Ordinance. If the Council determines that the proposed project will not be detrimental to the health, safety and welfare of residents of the community and the surrounding area and that the project does conform with the overall intent and purpose of Section 33 of the PUD Ordinance, it may approve the PUD, although it shall not be required to do so.
 2. Ownership. Applicant/s must own all of the property to be included in the PUD.
 3. Comprehensive Plan Consistency. The PUD project must be consistent with the City's Comprehensive Plan.
 4. Sanitary Sewer Plan Consistency. The PUD project must be consistent with the City's Sanitary Sewer Plan.

5. Common Open Space. The PUD project must provide common private or public open space and facilities at least sufficient enough to meet the minimum requirements established in the Comprehensive Plan, and contain provisions to assure the continued operation and maintenance of such.
6. Operating and Maintenance Requirements. Whenever common private or public open space or service facilities are provided within a PUD, the PUD plan must contain provisions to assure the continued operation and maintenance of such open space and service facilities to a predetermined reasonable standard. Common private or public open space and service facilities within a PUD must be placed under the ownership of one of the following, as approved by the City Council: (i) dedicated to the public, where a community-wide use is anticipated, (ii) Landlord control, where only tenant use is anticipated, or (iii) Property Owners Association, provided the conditions of 801.33.2.A.6.c are met.
7. Staging of Public and Common Open Space. When a PUD provides for common private or public open space, and is planned as a staged development over a period of time, the total area of common or public open space or land escrow security in any stage of development shall, at a minimum, bear the same relationship to the total open space to be provided in the entire PUD as the stages or units completed or under development bear to the entire PUD.
8. Density. The PUD project must meet the density standards agreed upon by the applicant and City, which must be consistent with the Comprehensive Plan.
9. Utilities. All utilities associated with the PUD must be installed underground and meet the utility connection requirements of Section 801.33.2.A.10.
10. Utility Connections. All utilities associated with proposed PUD must meet the utility connection requirements of Section 801.33.2.A.10.
11. Roadways. All roadways associated with the PUD must conform to the Design Standards and Wayzata Subdivision Regulations, unless otherwise approved by City Council.
12. Landscaping. All landscaping associated with the PUD must be according to a detailed plan approved by the City Council. In assessing the plan, the City Council shall consider the natural features of the particular site, the architectural characteristics of the proposed structure and the overall scheme of the PUD plan.

13. Setbacks. The front, rear and side yard restrictions on the periphery of the Planned Unit Development site at a minimum shall be the same as imposed in the underlying districts, if a PUD conditional use permit, or the previous zoning district, if a PUD District. No building shall be located less than fifteen (15) feet from the back of the curb line along those roadways which are part of the internal street pattern. No building within the PUD project shall be nearer to another building than one-half (1/2) the sum of the building heights of the two (2) buildings. In PUD Districts for parcels that were zoned commercial prior to PUD and which exceed 13 acres, the allowable setbacks shall be as negotiated and agreed upon between the applicant and the City.
14. Height. The maximum building height to be considered within a PUD District shall be thirty five (35) feet and three (3) stories, whichever is lesser. There shall be no deviation from the height standards applied within the applicable zoning districts for PUD conditional use permits. In PUD Districts for parcels that were zoned commercial prior to PUD and which exceed 13 acres, the maximum allowable height and number of floors shall be as negotiated and agreed upon between the applicant and the City.

2.2 Design Standards. The design of all new buildings and exterior improvements to the public side of nonresidential and/or multifamily buildings in Wayzata which clearly alter the appearance of a structure are subject to the review and approval of the Wayzata Planning Commission and City Council. City Code Section 801.09. Proposed PUD falls within the "Lake Street District".

Section 3. FINDINGS

Based on the Application materials, staff report, public comment presented at the hearing, and Wayzata's Zoning Ordinance, the Planning Commission of the City of Wayzata makes the following findings of fact with respect to the Application:

3.1 PUD Amendment.

- A. Health Safety and Welfare; Intent and Purpose of PUDs. The PUD Amendment (resulting in the "Amended PUD") will not be detrimental to the health, safety and welfare of residents of the community and the surrounding area and generally conforms with the overall intent and purpose of a PUD as outlined in Section 33 of the Zoning Ordinance. The Planning Commission is generally supportive of the change in uses for the Proposed PUD from office to residential, with the retention of the hotel, restaurant and limited commercial uses, as depicted in the Application materials. The Planning Commission is also generally supportive of the change in building design but has concerns and requests that are highlighted at the end of this Report with

respect to the scale, mass, and overall design of the building. The Planning Commission also has concerns with how landscaping on the east side of the Subject Property has been handled, including the impacts to the adjacent neighborhood, as well as the traffic impacts of the overall development on the adjacent residential areas.

- B. General Standards. The Amended PUD, as presented, satisfies all of the fourteen (14) general standards listed in Section 801.233.2.A and in Section 2.1 of this Report.
1. Application Complete. The Application contains all of the information and materials required by or requested pursuant to Section 801.33.5.C.
 2. Ownership. All of the property to be included in the Amended PUD is owned by Applicant.
 3. Comprehensive Plan. The proposed Amended PUD conforms with the applicable guidance of, and is consistent with the goals of the Comprehensive Plan.
 4. Common Space. The Amended PUD would provide sufficient common private or public open space and facilities.
 5. Landscaping. If approved, landscaping in the Amended PUD would be according to a detailed plan approved by the City Council.
 6. Health, Safety, and Welfare. Provided the recommended conditions of approval are considered and met, the Amended PUD would not have a negative effect on the welfare of residents of the community and the surrounding area.

3.2 Project Design.

- A. The Project Design as proposed in the Application meets the criteria of the applicable Design Standards, with the exception of the following Design deviation:
1. Use of fiber-cement board.
- B. The negative impact of such deviation/s is outweighed by the positive effect the Project will have on the area in which it is proposed due to the use of high quality materials and the inclusion of retail use within the building.
- C. The Project carries forward the following Design deviations approved in 2008 as part of the General Plan PUD approvals via Resolution 25-2008:

1. Section 6.2 – Upper Story Setbacks
2. Section 12.2 – Building Materials – Allowance for metal awnings
3. Section 15.1 – Benches – for 50 ft intervals
4. Section 4.1 – Building Recesses
5. Sections 9.1 & 12 – Percentage of transparent glass

Section 4. RECOMMENDATION

4.1 Planning Commission Requests. The Planning Commission provided the following comments on the Application and requested the following information of the Applicant on March 16, 2015:

1. Developer reconsider the mass and scale of the building proposed in the PUD Amendment and incorporate any changes coming out of such reconsideration that will soften the mass and scale on east façade of the building (and provide the City with a depiction of such changes prior to City Council consideration of the Application)
2. Developer provide the City with more information on the traffic impacts associated with the uses proposed in the PUD Amendment
3. Developer review historical hotel and residential properties around Lake Minnetonka for references and possible revisions to the articulation in the façade of the proposed building.
4. Developer communicate and meet with residents to the east of the Subject Property to make sure the landscaping plan for the Proposed PUD reasonably addresses the concerns and needs of such residents.

4.2 Planning Commission Recommendation. Based on the findings in section 3 of this Report, the Planning Commission recommends approval of (1) the PUD Amendment; and (2) Project Design, subject to the following requests and possible conditions of approval (and in addition to any continuing conditions of approval for the Proposed PUD):

1. Developer agree to a remedy or pay an assessment acceptable to the City to address the significant tree damage that occurred in the east area of the Subject Property

Adopted by the Wayzata Planning Commission this 6th day of April 2015.

Voting In Favor: Gonzalez, Gnos, Gruber, Vanderheyden, Young

Voting Against: None

Abstaining: Iverson

Absent: Ramy

Chair, Planning Commission

DRAFT RESOLUTION NO. 24-2015

**RESOLUTION APPROVING PUD AMENDMENT AND REVISED PROJECT DESIGN
FOR WAYZATA BAY CENTER EAST BLOCK**

BE IT RESOLVED by the City Council of Wayzata, Minnesota as follows:

Section 1. BACKGROUND

1.1 Revised Project. BohLand Development LLC (the “Applicant”) and Wayzata Bay Redevelopment Co LLC (the “Owner”) have submitted an application (the “Application”) for approval of (1) an amendment to the previously approved Plan Planned Unit Development for the Wayzata Bay Center East Block (the “Proposed PUD”) to change the approved building plans and permitted uses within the Proposed PUD to hotel, restaurant, commercial/retail, and residential uses, as described in the Application, (the “PUD Amendment”) and (2) the associated design elements under the City’s Design Standards (“Project Design”).

1.2 Application Requests. As part of the Application, the Applicant is requesting approval of the following items:

- A. Change in building design and permitted uses within the Proposed PUD.
- B. Approval of a new building design under the City’s Design Standards.

1.3 Property. The address, property identification number/s, and owners of the parcel/s within the Proposed PUD are:

901 Lake Street E	06-117-22-41-0088	Wayzata Bay Redevelopment Co LLC
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1.4 Land Use. The Property is currently guided for Downtown Mixed Use and zoned for the Proposed PUD.

1.5 Notice and Public Hearing. Notice of a public hearing on the Application was published in the *Lakeshore Weekly* on March 3, 2015. A copy of the notice was mailed to all property owners located with 350 feet of the Property on March 6, 2015. The required public hearing was held at the March 16, 2015 Planning Commission meeting.

1.6 Planning Commission Action. The Planning Commission reviewed the Application and held a public hearing on the Application requests at its March 16, 2015 meeting. On April 6, 2015, the Planning Commission adopted a Planning Commission Report and Recommendation recommending approval of the Application with certain conditions, on a vote of, five (5) in favor, zero (0) opposed, and one (1) abstention.

Section 2. STANDARDS

2.1 PUD Amendment.

- A. Process. Section 801.33.9 of the Zoning Ordinance provides that the same review procedure is followed by the Planning Commission and City Council for an amendment of a previously approved Planned Unit Development (PUD) as is followed for a new PUD Concept Plan.
- B. General Standards. Section 801.33.2.A of the Zoning Ordinance sets forth the general standards for review of a PUD application. These are:
 - 1. Health Safety and Welfare; Intent and Purpose of PUDs. In reviewing the PUD application, the Council shall consider comments on the application of those persons appearing before the Council, the report and recommendations of the Planning Commission, the recommendations on design and any staff report on the application. The Council also shall evaluate the effects of the proposed project upon the health, safety and welfare of residents of the community and the surrounding area and shall evaluate the project's conformance with the overall intent and purpose of Section 33 of the PUD Ordinance. If the Council determines that the proposed project will not be detrimental to the health, safety and welfare of residents of the community and the surrounding area and that the project does conform with the overall intent and purpose of Section 33 of the PUD Ordinance, it may approve the PUD, although it shall not be required to do so.
 - 2. Ownership. Applicant/s must own all of the property to be included in the PUD.
 - 3. Comprehensive Plan Consistency. The PUD project must be consistent with the City's Comprehensive Plan.
 - 4. Sanitary Sewer Plan Consistency. The PUD project must be consistent with the City's Sanitary Sewer Plan.
 - 5. Common Open Space. The PUD project must provide common private or public open space and facilities at least sufficient enough to meet the minimum requirements established in the Comprehensive Plan, and contain provisions to assure the continued operation and maintenance of such.
 - 6. Operating and Maintenance Requirements. Whenever common private or public open space or service facilities are provided within

a PUD, the PUD plan must contain provisions to assure the continued operation and maintenance of such open space and service facilities to a predetermined reasonable standard. Common private or public open space and service facilities within a PUD must be placed under the ownership of one of the following, as approved by the City Council: (i) dedicated to the public, where a community-wide use is anticipated, (ii) Landlord control, where only tenant use is anticipated, or (iii) Property Owners Association, provided the conditions of 801.33.2.A.6.c are met.

7. Staging of Public and Common Open Space. When a PUD provides for common private or public open space, and is planned as a staged development over a period of time, the total area of common or public open space or land escrow security in any stage of development shall, at a minimum, bear the same relationship to the total open space to be provided in the entire PUD as the stages or units completed or under development bear to the entire PUD.
8. Density. The PUD project must meet the density standards agreed upon by the applicant and City, which must be consistent with the Comprehensive Plan.
9. Utilities. All utilities associated with the PUD must be installed underground and meet the utility connection requirements of Section 801.33.2.A.10.
10. Utility Connections. All utilities associated with proposed PUD must meet the utility connection requirements of Section 801.33.2.A.10.
11. Roadways. All roadways associated with the PUD must conform to the Design Standards and Wayzata Subdivision Regulations, unless otherwise approved by City Council.
12. Landscaping. All landscaping associated with the PUD must be according to a detailed plan approved by the City Council. In assessing the plan, the City Council shall consider the natural features of the particular site, the architectural characteristics of the proposed structure and the overall scheme of the PUD plan.
13. Setbacks. The front, rear and side yard restrictions on the periphery of the Planned Unit Development site at a minimum shall be the same as imposed in the underlying districts, if a PUD conditional use permit, or the previous zoning district, if a PUD District. No building shall be located less than fifteen (15) feet from the back of the curb line along those roadways which are part of the internal street pattern. No building within the PUD project shall be

nearer to another building than one-half (1/2) the sum of the building heights of the two (2) buildings. In PUD Districts for parcels that were zoned commercial prior to PUD and which exceed 13 acres, the allowable setbacks shall be as negotiated and agreed upon between the applicant and the City.

14. Height. The maximum building height to be considered within a PUD District shall be thirty five (35) feet and three (3) stories, whichever is lesser. There shall be no deviation from the height standards applied within the applicable zoning districts for PUD conditional use permits. In PUD Districts for parcels that were zoned commercial prior to PUD and which exceed 13 acres, the maximum allowable height and number of floors shall be as negotiated and agreed upon between the applicant and the City.

- 2.2 Design Standards. The design of all new buildings and exterior improvements to the public side of nonresidential and/or multifamily buildings in Wayzata which clearly alter the appearance of a structure are subject to the review and approval of the Wayzata Planning Commission and City Council. City Code Section 801.09. The Proposed PUD falls within the "Lake Street District".

Section 3. FINDINGS

The City Council of the City of Wayzata hereby confirms and memorializes that the PUD Amendment and Project Design depicted in the Application meets the applicable requirements of Wayzata's Zoning Ordinance, based upon the following findings of fact made on the record (as well as all Application materials, staff reports, public comment presented at the hearing, and the Recommendation of the Planning Commission):

3.1 PUD Amendment.

- A. Health Safety and Welfare; Intent and Purpose of PUDs. The PUD Amendment (resulting in the "Amended PUD") will not be detrimental to the health, safety and welfare of residents of the community and the surrounding area and generally conforms with the overall intent and purpose of a PUD as outlined in Section 33 of the Zoning Ordinance. The change in uses for the Proposed PUD under the Amended PUD from office to residential, with the retention of the hotel, restaurant and limited commercial uses, as depicted in the Application materials are positive and better conform to the overall goals for the area in which the Proposed PUD is located.
- B. General Standards. The Amended PUD, as presented, satisfies all of the general standards listed in Section 801.33.2.A.

1. Application Complete. The Application contains all of the information and materials required by or requested pursuant to Section 801.33.5.C.
2. Ownership. All of the property to be included in the Amended PUD is owned by Applicant.
3. Comprehensive Plan. The proposed Amended PUD conforms with the applicable guidance of, and is consistent with the goals of the Comprehensive Plan.
4. Common Space. The Amended PUD would provide sufficient common private or public open space and facilities.
5. Landscaping. If approved, landscaping in the Amended PUD would be according to a detailed plan approved by the City Council.
6. Health, Safety, and Welfare. Provided the recommended conditions of approval are considered and met, the Amended PUD would not have a negative effect on the welfare of residents of the community and the surrounding area.

3.2 Project Design.

- A. The Project Design as proposed in the Application meets the criteria of the applicable Design Standards, with the exception of the following Design Standard deviation:

1. Use of fiber-cement board.

The negative impact of such deviation is outweighed by the positive effect the Project will have on the area in which it is proposed due to the use of high quality materials and the inclusion of retail use within the building.

- B. The Amended PUD incorporates previously approved Design Standard deviations, approved in 2008 as part of the General Plan PUD approvals via Resolution 25-2008:

1. Section 6.2 – Upper Story Setbacks
2. Section 12.2 – Building Materials – Allowance for metal awnings
3. Section 15.1 – Benches – for 50 ft intervals
4. Section 4.1 – Building Recesses
5. Sections 9.1 & 12 – Percentage of transparent glass

Section 4. CITY COUNCIL ACTION

- 4.1 Based on the Findings of this Resolution, the request for approval of the PUD Amendment and the Project Design as set forth in the Application (Attachment A), is hereby **APPROVED** subject to all of the following conditions (failure to comply with any one of these conditions shall result in the revocation of this approval):
- A. The Owner agree to remedy or pay an assessment acceptable to the City to address the significant tree damage that occurred in the area to the east of the Property.
 - B. The Applicant must enter into an amendment to the PUD Development Agreement, in a form acceptable to the City Attorney, covering all of the approvals, restrictions, and conditions noted above, and record the amendment with the appropriate Hennepin County officials. The Applicant must provide a recorded copy of the amendment to the City.
 - C. The Applicant shall secure all necessary building permits for construction, and all laws and regulations applicable to the Project.
 - D. All expenses of the City of Wayzata, including consultant, expert, legal, and planning fees incurred be fully reimbursed by the Applicant.
 - E. The Applicant must implement tree protection measures during construction, including installation of silt fence around protected trees.
 - F. The City Engineer's approval must be secured for a grading plan, prior to any construction on the Property so that land disruption is minimized.

Adopted by the Wayzata City Council this ____ day of June, 2015.

Mayor Ken Willcox

ATTEST:

City Manager Heidi Nelson

ACTION ON THIS RESOLUTION:

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution adopted.

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 _____, 2015.

Becky Malone, Deputy City Clerk
SEAL

Attachment A

Applicant Submittals

CITY OF WAYZATA



PLANNING DEPARTMENT

MEMORANDUM

To: City Council
From: Bryan Gadow, Director of Planning and Building
Date: May 27, 2015
Re: Lake Effect: Signature Project Request for Proposals (RFP)

On May 5th, the City Council met with Ms. Mary deLaittre of Groundworks LLC consulting to review a draft of a RFP to solicit design team submissions for the Lake Effect: Signature Project. The Council provided Ms. deLaittre with feedback on the draft RFP, which Ms. deLaittre has revised. Staff is requesting approval of the RFP, so it can be send out for responses starting on June 3rd.

Attached is a copy of the RFP.

Lake Effect: Signature Project

Request for Proposal

An RFP sponsored by the City of Wayzata

wayzatalakeeffect.com



Introduction

Lake Minnetonka is an asset that defines the identity of Wayzata, is an invaluable resource that improves the quality of life for residents and visitors through access to open space, nature and recreation, and contributes to the social, economic and environmental success of the region.

It is within this context that the City of Wayzata initiates a Request For Proposal for The Lake Effect: Signature Project — a proposed revitalization of Wayzata's lakefront. This project is introduced in the Implementation Strategy for the Lake Effect Framework (See Appendix B) and builds on the Lake Effect Framework (See Appendix B).

Project Particulars

Location Background

Since the initial platting by Oscar Garrison in 1854, Wayzata and its citizens have been stewards of one of the region's most prized resources, Lake Minnetonka. Wayzata serves as a gateway to the state's ninth largest lake with over 120 miles of shoreline and nearly 15,000 acres of water. Because of its ease of access and unique location, Wayzata has historically hosted the regions greatest attractions, including the 160' City of St Louis, the first inland vessel in the United States to boast electric lighting. The construction of the Wayzata Depot in 1906 was arguably one of the finest railroad facilities in the entire Great Northern Rail system. Whether arriving by rail from distant destinations thousands of miles away until 1971 or commuting a mere thirteen miles from the center of downtown Minneapolis on today's modern roadways, visitors and residents alike have sought Wayzata as one of the region's greatest destinations for over 140 years. Today, despite Wayzata's relatively small population, it is an economic powerhouse with a residential market tax base of \$1.1 billion and a total tax base of \$1.6 billion.

Site Description

The lakefront is a convergence of many assets, challenges and opportunities. The strategic site encompasses land between the historic Section Foreman House and Shaver Park and between Lake Street and Lake Minnetonka. Important destinations and physical features include the Great Northern Depot, Wayzata Boat Works, public boat docks, the Dakota Bike Trailhead and commercial businesses. (See Appendix A)

A major challenge of the site is the active rail line that separates the lakefront from the city. The opportunity exists to transform the current situation, to bring the lake back into the foreground and create a well-connected public amenity that addresses the needs of a broad constituency.

Project Scope

Goals and Team Composition

The Lake Effect: Signature Project will build on existing physical assets, previous plans and proposals for the area, as well as past exercises in community engagement (see Appendix B). At the same time the selected design team will investigate new opportunities for programming, connectivity, sustainability, infrastructure and public space for the site and adjacent areas to create a forward thinking, year-round, multifunctional destination that reflects the community's values.

The small, interdisciplinary team should have a strong emphasis on urban design and landscape architecture and have the proven ability to unravel a complex, multi-dimensional network of systems and piecemeal features to create a comprehensive integrated whole.

Project Deliverables

The selected Lake Effect: Signature Project design team will create a concept for the site that includes but is not limited to five components:

- Development of critical connections from neighborhoods and adjacent uses, including pedestrian, bicycle, boat and vehicular circulation as well as addressing connections related to the railroad line.
- A schematic design of all physical features
- Estimates of capital costs and long-term maintenance and operations
- A construction phasing plan
- The Lake Effect: Signature Project design team will provide supporting materials focused on visual presentation materials to be used to effectively communicate ideas to cultivate support and financing (see Project Deliverable Format below).

Note: Selected Lake Effect: Signature Project design team will make approximately 4 visits — including research, staff and stakeholder meetings, and community engagement — with project delivery early second quarter 2016.

Project Deliverable Format

Final design will be presented in multiple venues from lay people to design professionals. The Lake Effect: Signature Project project deliverables must be in the form of stand-alone presentations, displayed in public presentations, online and in print documents. Submissions must communicate ideas in a clear and compelling manner that expresses the unique character of the design and team to a variety of audiences.

- For public presentations a variety of formats can be handled including Powerpoint, Keynote and Adobe
- Preferred printable document format is PDF
- Separate images should be JPG at 300dpi

RFP Particulars

Submission Requirements

- Letter of interest expressing why your team would like to participate in the project, what are its distinguishing characteristics and what is your philosophical approach to the project;
- A one-paragraph bio and two-page resume/CV for each lead team member (there should be no more than 3-4 lead team members);
- Up to three examples of projects by lead team members that exemplify experience and expertise in relevant areas or established creative problem solving skills in similarly complex projects.
- Proposed concept development process and fee schedule
- The submission packet should be no more than 32 pages in PDF format.

Design Team Selection

RFP submissions will be judged by a panel of representatives from the sponsoring institution, community stakeholders and industry experts.

Up to three teams will be short-listed and interviewed by the panel. The teams will also be expected to give a public presentation of their portfolio of relevant work. Selection criteria will be based on team composition, qualifications and competitive fee and process proposal.

Key Dates

RFP announcement: 3 June 2015

RFP submission deadline: 10 July 2015

Shortlist announcement: 5 August 2015

Team Interview: 18-20 August 2015

Team selection announcement: 2 September 2015

Wayzata City Council approval: 15 September 2015

Eligibility

The Lake Effect: Signature Project is open to all design professionals and professionals with supporting expertise.

Contact and Entry Submission

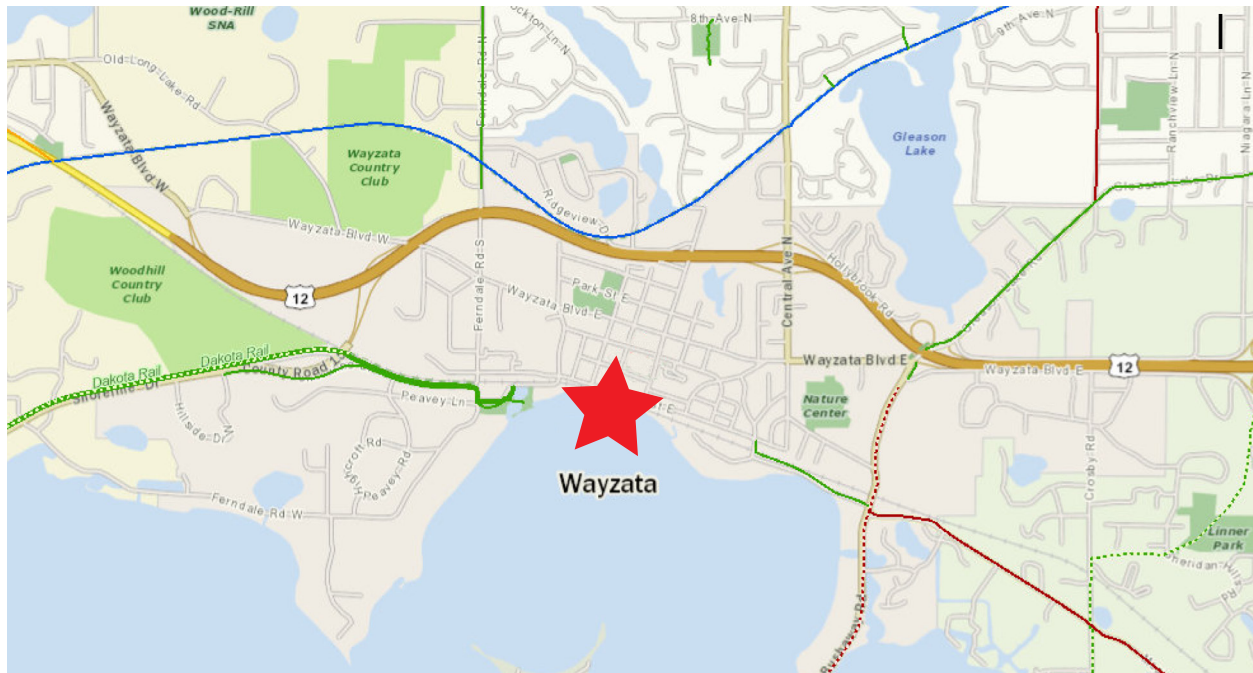
All communication should be sent via email to Mary deLaittre: mary@groundworkcitybuilding.com

All relevant questions will be posted with answers in an FAQ portion of the Lake Effect website — www.wayzatalakeeffect.com

Entries Due On or Before 4pm CST, Friday 10 July 2015. Submissions should be delivered via email, Dropbox or similar platform to mary@groundworkcitybuilding.com.

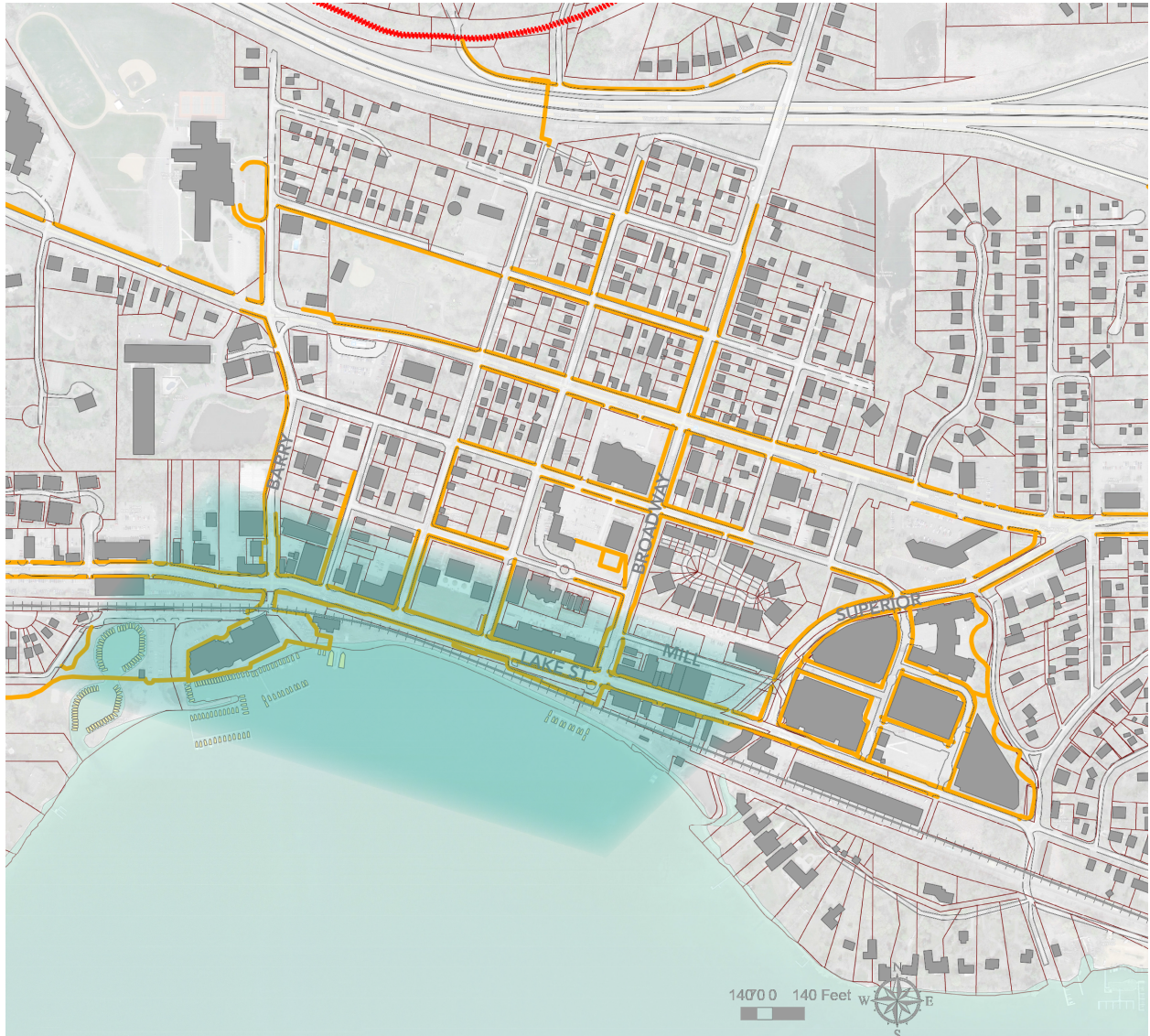
APPENDIX A Lake Effect: Signature Project

Lake Effect: Signature Project – Wayzata Context



APPENDIX A Lake Effect: Signature Project

Lake Effect: Signature Project – Scope Area



Resource List

Background information for guidance in understanding site and context in preparation of RFP

Primary Sources

City of Wayzata: www.wayzata.org

Implementation Strategy for the Lake Effect Framework: www.wayzatalakeeffect.com

Lake Effect: A Development Framework for the City of Wayzata: www.wayzatalakeeffect.com

Task Force Final Report – January 2012: <http://wayzatalakeeffect.com/wp-content/uploads/2015/05/Wayzata-Lakefront-Taskforce-Final-Narrative-Report.pdf>

Secondary Sources

District Plans and Information

Downtown Parking Project: <http://www.wayzata.org/401/Downtown-Parking-Project>

Lake Minnetonka Conservation District: <http://lmcd.org>

Minnehaha Creek Watershed District: <http://www.minnehahacreek.org>

Three Rivers Park 2010 Vision Plan: <http://wayzatalakeeffect.com/wp-content/uploads/2015/05/Three-Rivers-Park-2010-vision-plan.pdf>

Maps and Base Information

Interactive Parks Map: <http://www.wayzata.org/188/Parks-Forestry>

Park Facility Inventory: <http://www.wayzata.org/Facilities?clear=False>

Park & Trails Map from 2030 Comprehensive Plan: <http://www.wayzata.org/DocumentCenter/Home/View/289>

2030 Comprehensive Plan: <http://www.wayzata.org/237/2030-Comprehensive-Plan>

Zoning Map: <http://wayzatalakeeffect.com/wp-content/uploads/2015/05/2015-Wayzata-Zoning-Map.pdf>

Land Use Map: <http://wayzatalakeeffect.com/wp-content/uploads/2015/05/2015-Proposed-Land-Use.pdf>

Community Profile from Metropolitan Council: <http://stats.metc.state.mn.us/profile/detail.aspx?c=02397235>

Stormwater Management: <http://www.wayzata.org/405/Stormwater-Management>

Historic Plans and Maps

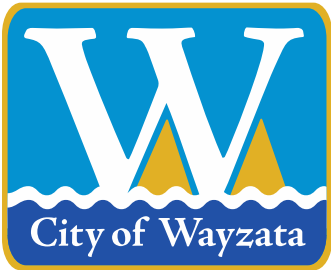
1920 Plan for Civic Development: <http://wayzatalakeeffect.com/wp-content/uploads/2015/05/General-Plan-Civic-Development.pdf>

1992 Physical Plan Study: <http://wayzatalakeeffect.com/wp-content/uploads/2015/05/Wayzata-Physical-Plan-1992.pdf>

Old Railroad Map: <http://wayzatalakeeffect.com/wp-content/uploads/2015/05/RR-map.pdf>

2007 Retail Study: <http://wayzatalakeeffect.com/wp-content/uploads/2015/05/Wayzata-Retail-Study-2007.pdf>

Miller Dunwiddie Report for Section Foreman House: <http://wayzatalakeeffect.com/wp-content/uploads/2015/05/Wayzata-Lakefront-Taskforce-Final-Narrative-Report.pdf>



City of Wayzata

600 Rice Street

Wayzata, MN 55391-1734

Mayor:

Ken Willcox

City Council:

Bridget Anderson

Johanna McCarthy

Andrew Mullin

Steven Tyacke

City Manager:

Heidi Nelson

Date: May 27, 2015

To: Mayor Willcox and Councilmembers

From: Heidi Nelson, City Manager

Subject: Accept Strategic Planning Report and Adoption of Norms of Behavior and Parameters for Interaction with Public, Developers, Media

Attached to this memo, please find the report from the Strategic Planning Session held on April 30th and May 1st. Council is asked to review and consider accepting the report. Once the report has been accepted, staff will update the Strategic Plan document based on the update provided at the April 21, 2015 meeting and direction from the April 30/May 1 session. Staff anticipates having the Strategic Plan document updated for Council review in July.

Also attached are near-term action items that were identified during the session. Staff is recommending that Council consider adoption of the two policy items: 1) Norms of Behavior for Wayzata City Council and 2) Parameters for Interaction with Public, Developers and Media. Council may also wish to consider assigning Council representation (#4) for key initiatives (Lake Effect, downtown parking, cell tower site, etc.) and defining participation/interaction expectations.

Attachments:

Strategic Planning Report

Near-term action items

Norms of Behavior Policy

Parameters for Interaction with Public, Media, Developers Policy



City of Wayzata, MN

2015 City Council/Staff Strategic Planning Workshop

April 30 & May 1, 2015

Executive Summary



Wayzata City Council/Staff Strategic Planning Workshop

April 30 & May 1, 2015

Executive Summary

The workshop was held at the "The Retreat" in the McIver Center Building. Participants were Mayor Ken Willcox, Councilmembers: Bridget Anderson, Johanna McCarthy, Andrew Mullin, Steve Tyacke; City Manager, Heidi Nelson; Barbara K. Strandell, Facilitator.

Staff present for day two presentations and discussion, were: Don Uram, Director of Administrative Services; Kevin Klapprich, Fire Chief; Bryan Gadow, Planning and Building Director; Michael Risvold, Police Chief; Dave Dudinsky, Public Services Director; David G. Schelzel, City Attorney, and Kristin Classey, Communications Specialist.

Purpose

The purpose of the session was to discuss City Council relations and establish norms of behavior for council business and to review current status of strategic priorities and re-cast the strategic plan for the upcoming 12-18 months.

Ranked Priorities For The Next 12-18 Months

The Council voted/ranked the following as their top priorities:

1. Lake Effect
2. Parking
3. Cell Tower Site
4. Muni Operations
5. Ordinance/Policy Issues

Direction from Council on Priorities Issues

Staff personnel made presentations on priority areas. Summary of highlights, key points made by Council:

A. Lake Effect:

Bryan Gadow, Director of Building and Planning presented and outline of the Millstones for achieving the Lake Effect Plan.

- ⇒ Council generally supports direction and plan as laid out
- ⇒ Ensure Alignment of Broader Scope: Parking, Eastman corridor & Modes/connections
- ⇒ Ensure that "Be Wayzata" is reflected in RFP/Process

B. Parking:

City Manager Heidi Nelson presented an update to the scope of work for the on-going development of major parking projects and plans. Discussion was held regarding aspects of financing, sites, pilots, Carisch Ramp, wayfinding, etc.

- ⇒ **Action:** Pilot project Review and Direction – Council Agenda (on-going)

C. Cell Tower Site- Telecommunications:

Dave Dudinsky, Public Services Director presented the Council with an update on the status of relocating the city's four telecommunication (cell tower) tenants from their current location on the water tower. The planning elements were discussed and suggestions made by Councilmembers.

⇒ **Action:** Develop options/scenarios for Council consideration.

D. Muni Operations:

Don Uram, Administrative Services Director provided an update on the business plan for the Muni that included the Delaney Report, staffing and challenges. A robust discussion followed the presentation and Councilmembers made suggestions regarding the following areas of operations:

⇒ Parking, Positioning, the Menu, and Pricing

E. Ordinance/Policy Issues:

City Manager Nelson presented a brief update on Current Ordinances and Policy Topics. Discussion followed. The following topics were addressed. Following the meeting, individual Councilmembers assigned **priority ranking** to these areas.

	Rank
1. Telecommunications Ordinance/Policy	#1
2. Parking Ordinances Revisions	#2
3. Neighborhood Zoning Review	#3
4. Tree Preservation Ordinance	#4
5. Signage Ordinances Updates	#4
6. Alternative Energies Ordinance	#6
7. Medical Marijuana Ordinance	#6
8. Meeting Minute-taking Policy	#8
9. General Ordinance Building, Rental, Permits, etc.	No rank
10. Environmental Policy (Added by Council member Anderson)	n/a
11. Historic Preservation Policy (Added by Council member Anderson)	n/a

⇒ **ACTION:** Ordinance and Policy Issues: Staff will follow up with methods and costs according to the identified priority ranking. Recommendations will then be presented to Council for approval

Update on Strategic Plan

At a previous City Council meeting (April, 2015), City Manager Heidi Nelson provided the Council with an update to the Strategic Plan. The Plan will be modified further to reflect the direction and priorities of Council from this Workshop.

Communications & Council Interactions - Guidelines

Comments and suggestions regarding how to improve Council communications – both interpersonal and with Constituents, City Stakeholders and Staff

1. Communication Discussion

a. Communication Preferences

Each participant identified his/her preferred style of communicating. A brief discussion took place regarding how council members communicate with each other and staff. By using these preferences, members will exchange or share information and ideas more effectively.

Preferred Styles of Communication:	
Councilmember Mullin	Phone, face-to-face
Councilmember Anderson	Email, text, face-to-face
Mayor Willcox	Phone, email, via City Manager (policy discussion)
Councilmember Tyacke	At open meeting, official; phone, email
Councilmember McCarthy	Phone, face-to-face
City Manager Nelson	Email, text; heads up to Council via phone

- b. **Triangulation:** Discussed why it is better not to pit one person against another for political or personal gain. It was also pointed out that triangulation can sometimes be positive and a good way of doing business.
- c. **Open Meeting Laws:** Council discussed importance of being aware of laws and norms when communicating with each other and the public. In that context, broader policy discussions are recommended versus specific issues or matters before the Council.
2. **Misleading the Council:** Suggestion was made that there should be consequences for Applicants who mislead the Planning Commission or City Council in Meetings. It was thought that inserting language in the application process would adequately address the issue.
⇒ **Action:** Staff to follow up with suggestion for applicant penalty.
3. **Blind Copy on email/reminder** to refrain from “reply all” responses
4. Communication between Council and **developers and residents:**
 - a. It is “ok” to ask questions and gather information
 - b. Attempt to say in public what you would say privately (rule of thumb)

5. When should **City Manager** have a “heads up” on Councilmembers’ conversations in the community?
 - a. Future or current item on the agenda
 - b. If application is pending
 - c. If an issue is before the Council
 - d. Councilmember thinks topic/item will come before Staff e.g. code matters.
 - e. When Councilmember thinks it is important for Staff to know
6. When should the **Council** be given a “heads up” from other Councilmembers, Mayor or City Manager?
 - a. Mostly unwritten rules – to use best judgment and give/get feedback
 - b. Agenda related
 - c. Crisis or media reported
 - d. Related to Council Business
7. **More involvement by Councilmembers** in meetings that typically involve the City Manager and Mayor, such as unions, developers, negotiations, large commercial property owners, neighborhood groups, big initiatives. Suggestions:
 - a. Mayor, City Manager invite other City Councilmembers to attend
 - b. City Councilmembers volunteer to join meeting if given a heads up
 - c. Assign Council Representative to key initiatives and projects

⇒ **Action:** Assign Council representation for key initiatives and define expectations of Council participation/interaction.

Parameters: Do's And Don'ts for Public, Developers, Media

With input from Council during the interviews and subsequent discussion at the retreat, the following suggestions were made by the Council.

- A. **Media Inquiries** - Direct media inquiries to City Manager first, especially regarding legal matters; City Manager will provide the Council updates on information and statements by City.
- B. Guidelines for interacting with **Constituents and/or Developers** (from City Manager):
 - a. Meetings with constituents regarding development applications should be for the purpose of receiving information.
 - b. Information can be shared by Council regarding the Planning Commission/City Council process.
 - c. Consideration of the development application should be conducted in the public meeting.
 - d. Emails that are sent to you or that you send to constituents and/or developers are public data and could become part of the public record. This is the case whether you use your City email account or personal email account.
 - e. Comply with Open Meeting Laws.

- C. If the City has an **official position** on something be consistent in representing it, even if you personally disagree with it.
- D. If the matter has not been decided, be careful to frame your comments and your perspective as only yours and not that of the City or your colleagues on the Council. **Only speak for yourself.**
- E. Suggestions for **Interaction with Media and email with Public.** (*From David G. Schelzel - March 5 2015*) – *disclaimer presented.*
- F. Process for **“How Items get on the Agenda”** – recommended process:
 - a. Suggest item at new business section of meeting, adding this at the top of Agenda.
 - b. Get one other Councilmember to second.
 - c. Recognize and determine staff resources, scheduling and timeframe.
 - d. Discuss and vote to add to the Agenda

City Council: Recommended Norms of Behavior (Code of Conduct)

General Statement

The City of Wayzata will conduct City Council business in a respectful, civil manner. Our expectation is that we, and all those who participate in our proceedings will be respectful of each other, including Councilmembers, members of the public, visitors and city staff.

- A. Speak only for yourself, not for other Councilmembers - unless specifically tasked by your colleagues to speak for the group.
- B. Don't question motives. Assume others have positive intentions, even when you disagree.
- C. Be respectful of one another, and the public process, at all times. Do not criticize staff or others in public.
- D. Adhere to *Robert's Rules of Order*. Do not speak until you are acknowledged by chair.
- E. Aim for consensus, but accept decisions of the majority once made.
- F. Stay focused on the elected official role -- policy, prioritization and citizen representation.
- G. Work primarily through the City Manager, occasionally through a Department Head, and never through line staff. Respect a closed loop of communication: all Department Heads inform City Manager of interaction with member(s) of City Council; Copy City Manager on all communications between City Councilmembers and Department Heads.
- H. Respect staff and the fact that they work for the Council as a whole, not the Mayor or one Councilmember.
- I. After Council meetings, each Councilmember should acknowledge each other.



City of Wayzata, MN

2015 City Council/Staff Strategic Planning Workshop Report



"Be Wayzata"

April 30 – May 1, 2015

@

"The Retreat" in the Mclver Center Building

Report prepared by
Barbara K. Strandell, Consultant
What Works Inc.



2015 Wayzata City Council Strategic Planning Workshop

April 30 & May 1, 2015

The workshop was held at the “*The Retreat*” in the *McIver Center Building*. Participants were Mayor Ken Willcox, Councilmembers: Bridget Anderson Johanna McCarthy, Andrew Mullin, Steve Tyacke; City Manager, Heidi Nelson; Barbara K. Strandell, Facilitator.

Staff present for day two presentations and discussion were: Don Uram, Director of Administrative Services; Kevin Klapprich, Fire Chief; Bryan Gadow, Planning and Building Director; Michael Risvold, Police Chief; Dave Dudinsky, Public Services Director; David G. Schelzel, City Attorney, and Kristin Classey, Communications Specialist.

Purpose of Planning Workshop:

1. Establish Priorities for the City for next 12-18 months.
2. Identify Norms of Behavior for communication with, and commitments to, the public, staff, media, developers/partners and residents. Identify a process for Councilmembers and Mayor to work through/with differences that will increase overall effectiveness of the Council as a group.
3. Opportunity to discuss various Issues and Priorities with Wayzata City Staff and provide Staff with clear direction on those issues.

AGENDA

Thursday April 30, 2015 - 12 Noon – 5:00 PM

- A. Individual Legacy and Expectations
- B. Playback findings/Themes from the Interviews
- C. Strategic Plan: Overview and Context (*Heidi Nelson*)
- D. Priorities for Next 12-18 Months

Friday May 1, 2015 8:00 AM – 12:00 Noon

- A. Staff Presentations:
Areas of Responsibility and Current Challenges/Opportunities
 - a. Don Uram – Finance
 - b. Kevin Klapprich – Fire Department
 - c. Bryan Gadow – Planning and Building
 - d. Michael Risvold – Police Department
 - e. Dave Dudinsky – Public Services
- B. Key Priorities and Issues
Presentations by Staff on key priorities – discussion with Council on clear direction:
 - a. Lake Effect (Bryan Gadow)
 - b. Parking (Heidi Nelson)
 - c. Cell Tower (Dave Dudinsky)
 - d. Muni (Don Uram)
 - e. Ordinance/Policy Issues (General Discussion led by Heidi Nelson)



SUMMARY OF KEY RESULTS FROM STRATEGIC PLANNING WORKSHOP

A. Ranked Priorities for The Next 12-18 Months

Council voted/ranked the following as the top priorities:

1. Lake Effect
2. Parking
3. Cell Tower Site
4. Muni Operations
5. Ordinance/Policy Issues

B. Suggested Norms of Behavior for Wayzata City Council:

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- C. Be respectful of one another, and the public process, at *all* times. Do not criticize staff or others in public.
- D. Adhere to *Robert's Rules of Order*. Do not speak until you are acknowledged by chair.
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7. Medical Marijuana Ordinance	#6
8. Meeting Minute-taking Policy	#8
9. General Ordinance Building, Rental, Permits, etc.	n/a
10. Environmental Policy (Added by Council member Anderson)	n/a
11. Historic Preservation Policy (Added by Council member Anderson)	n/a



COUNCILMEMBERS' VIEWS AND EXPECTATIONS

The One Thing – Expectation from Workshop

Each Participant expressed his or “one thing” or expectation of what they would most like to accomplish during the planning workshop.

- ✦ Councilmember Tyacke: Good discussion; Identify most important issues
- ✦ Councilmember McCarthy: Learning one thing about my colleagues I didn't know; clear direction on initiatives
- ✦ Mayor Willcox: Clear modus operandi; Council conducting its business
- ✦ Councilmember Anderson: open discussion (open-minded); fleshing them out
- ✦ Councilmember Mullin: Stronger, trusting relationships with colleagues
- ✦ City Manager Nelson: Clear strategy direction; agreement on Council operations – staff communications

Most Proud Of – Legacy

Each official identified what he or she would like as a legacy when they leave elected office.

- ⇒ Councilmember Anderson: All people having a voice, it is heard; positive change for 21st century; new views, transitioning
- ⇒ Councilmember Tyacke: adding value; Council made good decisions, best for City
- ⇒ Councilmember McCarthy: open-minded, reasonable, best interest of community; approachable; City Council for all
- ⇒ Mayor Willcox: Helped City maximize its Lakeshore advantages... to Wayzata residents and commercial entities
- ⇒ Councilmember Mullin: Lake Effect implementation

Be Wayzata - Top of Mind

Councilmembers participated in a Top of Mind Exercise where they were given one minute to write down the first things that come to mind upon hear the words: “Be Wayzata”. This what they came up with:

- | | |
|-----------------------------|--------------------------------|
| • Give back | • Water flowers |
| • Quality | • Intelligent |
| • Good people | • Caring |
| • Great neighbors | • Accessible |
| • Punches above its' weight | • Young, old and in-between |
| • Lake Minnetonka | • Fun |
| • Small town | • Multi-generational |
| • Affluent | • Sophisticated |
| • Engaged | • Timeless |
| • Caring | • Top-grade |
| • Lake Minnetonka | • Active |
| • Philanthropic | • Not settling |
| • Community | • Clean |
| • Small town | • Community spirit |
| • Friendly | • Thriving, active city |
| • Mutually supportive | • Individualist neighborhood |
| • Elegant/folksy | • Enjoy amenities on lakefront |
| • Walking | • Variety |
| • Volunteering | • Great place to live! |
| • Beauty | • Great place to pla |
| • Calm | |



“Be Wayzata” Word Cloud

This is how those words are represented in a “Word Cloud”:



THEMES: SUMMARY OF ISSUES AND PRIORITIES IDENTIFIED BY COUNCIL

Below is the summary (consolidation) of themes, issues and priorities identified by individual Councilmembers during their interviews with the consultant prior to the Workshop.

1. Like about being on the City Council:

- ✚ Most do: helping, making decisions, being engaged, residents of City, representing
- ✚ Issues: land use, planning, future, preserving history

2. Council at its best when...:

- ✚ Working together/Cooperatively on behalf of the City (vs. personal agendas)

3. Issues that Cause Strain on City Council:

- ✚ Political Differences
- ✚ Lack of Trust
- ✚ Personality Conflicts
- ✚ Personal Conduct with each other,
- ✚ How we interact: interrupting, disrespectful behavior

4. What can the Mayor and City Council do differently?

- ✚ Be positive
- ✚ Practice Listening
- ✚ Adhere to *Robert's Rules*
- ✚ Practice respectful speaking during meetings
- ✚ Speak for yourself, not City Council
- ✚ Support vote, move on
- ✚ Be respectful of each other and staff
- ✚ City Council be more engaged with each other: task groups, etc.



5. Parameters: Do's and Don'ts with Public, Developers, Media

- ✚ Have an approved Process: See Agenda and Norms: Media, Developers, Citizens

6. Norms or Standards of Behavior?

- ✚ See separate Suggested Norms Sheet

7. Your perception of Biggest Issues Facing the City:

- ✚ Parking
- ✚ Cell Tower Site
- ✚ Development
- ✚ Muni Staffing and Business Plan
- ✚ Vitality of City: Infrastructure, needs of residents, neighborhoods

9. Strategic Priorities (no order):

- ✚ Parking
- ✚ Cell Tower Site
- ✚ Development
- ✚ Municipal Operations
- ✚ Lake Effect - Initiatives
- ✚ Housing (including rentals)
- ✚ Vision – Define “Be Wayzata”
- ✚ Planning ordinances for Neighborhoods

10. Hoped for Outcomes of Meeting/Workshop:

- ✚ Clarity and update on Plans
- ✚ Setting Priorities for next couple of years
- ✚ Improving functioning of CC
- ✚ Building Trust CC and Staff
- ✚ Getting to know each other
- ✚ Establishing Norms
- ✚ Better Communication
- ✚ Boards and Commissions – set up and assignment
- ✚ Discussion with each other and staff



Day 1 of Council Strategic Planning Workshop – APRIL 30 12:00 PM – 5:00 PM

COUNCIL COMMUNICATIONS - Part 1

Statute, Charter and Guidelines/Processes

The following are the discussion topics suggested by Councilmembers prior to the workshop:

- ✚ Review Roles: Mayor, Council, Committees, City Manager/Staff
- ✚ Council interaction with Constituents/Developers
- ✚ Communication to Constituents: Guidelines
- ✚ Suggested guidelines for dealing/communication with the Media
- ✚ Process for “How to get Items on the City Council Agenda”

DISCUSSION on COMMUNICATION AND COUNCIL INTERACTIONS:

Comments and suggestions regarding how to improve Council communications – both interpersonal and with Constituents, City Stakeholders and Staff

1. **Communication Discussion**

a. Communication Preferences

Each participant identified his/her preferred style of communicating. A brief discussion took place regarding how council members communicate with each other and staff. By using these preferences, members will exchange or share information and ideas more effectively.

Preferred Styles of Communication:	
Councilmember Mullin	Phone, face-to-face
Councilmember Anderson	Email, text, face-to-face
Mayor Willcox	Phone, email, via City Manager (policy discussion)
Councilmember Tyacke	At open meeting, official; phone, email
Councilmember McCarthy	Phone, face-to-face
City Manager Nelson	Email, text; heads up to Council via phone

- b. Triangulation: Discussed why it is better not to pit one person against another for political or personal gain. It was also pointed out that triangulation can sometimes be positive and a good way of doing business.
- c. Open Meeting Laws: Council discussed importance of being aware of laws and norms when communicating with each other and the public. In that context, broader policy discussions are recommended versus specific issues or matters before the Council.

2. **How items get on the Agenda** – Recommended process:

- a. Suggest item at new business section of meeting
- b. Get one other Councilmember to second.
- c. Recognize and determine staff resources, scheduling and timeframe.
- d. Discuss and vote to have item added to Council agenda – workshop or regular.



3. **Misleading the Council:** Suggestion was made that there should be consequences for Applicants who mislead the Planning Commission or City Council in Meetings. It was thought that inserting language in the application process would adequately address the issue.

⇒ **Action:** Staff to follow up with suggestion for applicant penalty.
4. **Blind Copy on email/reminder** to refrain from “reply all” responses
5. Communication between Council and **developers and residents:**
 - a. It is “ok” to ask questions and gather information
 - b. Attempt to say in public what you would say privately (rule of thumb)
6. When should **City Manager have a “heads up”** on Councilmembers’ conversations in the community?
 - a. Future or current item on the agenda
 - b. If application is pending
 - c. If an issue is before the Council
 - d. Councilmember thinks topic/item will come before Staff e.g. code matters.
 - e. When Councilmember thinks it is important for Staff to know
7. When should the **Council be given a “heads up” from other Councilmembers, Mayor or City Manager?**
 - a. Mostly unwritten rules – to use best judgment and give/get feedback
 - b. Agenda related
 - c. Crisis or media reported
 - d. Related to Council Business
8. **More involvement by Councilmembers** in meetings that typically involve the City Manager and Mayor, such as unions, developers, negotiations, large commercial property owners, neighborhood groups, big initiatives. Suggestions:
 - a. Mayor, City Manager invite other City Councilmembers to attend
 - b. City Councilmembers volunteer to join meeting if given a heads up
 - c. Assign Council Representative to key initiatives and projects
⇒ **Action:** Assign Council representation for key initiatives and define expectations of Council participation/interaction.



PARAMETERS: DO'S AND DON'TS for PUBLIC, DEVELOPERS, MEDIA

With input from Council during the interviews and subsequent discussion at the workshop, the following suggestions were made by the Council.

- A. **Media Inquiries** - Direct media inquiries to City Manager first, especially regarding legal matters; City Manager will provide the Council updates on information and statements by City.
- B. **Guidelines for interacting with Constituents and/or Developers** (from City Manager):
 - a. Meetings with constituents regarding development applications should be for the purpose of receiving information.
 - b. Information can be shared by Council regarding the Planning Commission/City Council process.
 - c. Consideration of the development application should be conducted in the public meeting.
 - d. Emails that are sent to you or that you send to constituents and/or developers are public data and could become part of the public record. This is the case whether you use your City email account or personal email account.
 - e. Comply with Open Meeting Laws.
- C. If the City has an **official position** on something be consistent in representing it even if you disagree with it.
- D. If the matter has not been decided, be careful to frame your comments and your perspective as only yours and not that of the City or your colleagues on the Council. **Only speak for yourself.**
- E. Suggestions for **Interaction with Media and email with Public.** (From City Atty. David G. Schelzel - March 5 2015):

Information About Emailing City Council Members

(This can be used as disclaimer on city website or councilmember emails)

Members of the City Council enjoy hearing from the citizens of Wayzata and value their input. Please be aware that the email you send to a Council member is subject to the Minnesota Government Data Practices Act. It may be available to anyone making a request for it, and it may be made part of the public record if it is directed to a matter before the Council. In addition, Council members are called upon to review and decide certain matters before them in a fair, open and judicial manner, weighing all of the relevant facts and applying City Code appropriately. In an effort to maintain fairness, objectivity and an open mind, Council members may not be able to respond to your questions and concerns about a particular matter that is before them. If you are interested in or concerned about a matter before Council, you are encouraged to attend the public hearing and open meetings in which the matter is discussed. Notices of these hearings and meetings are posted on the [City website](#) and on the City's calendar available at City Hall. If you have questions about a Council agenda item, or a process of the City, you can direct those questions to the City staff responsible for working on those matters. A directory of City Staff is available [here](#).

- F. Process for **"How Items get on the Agenda"**– recommended process:
 - a. Suggest item at new business section of meeting, adding this at the top of Agenda.
 - b. Get one other Councilmember to second.
 - c. Recognize and determine staff resources, scheduling and timeframe.
 - d. Discuss and vote to add to the Agenda



COUNCIL COMMUNICATIONS - Part 2

Council Interactions – Norms of Behavior

The City Council discussed how Councilmembers communicate with each other and staff, and conduct themselves as a group. These “Norms” are generally thought of as ground rules or expectations. They evolved from input from each Councilmember prior to the planning workshop.

SUGGESTED NORMS OF BEHAVIOR FOR WAYZATA CITY COUNCIL:

City Council suggested Norms of Behavior for official adoption by the Council.

General Statement:

The City of Wayzata will conduct City Council business in a respectful, civil manner. Our expectation is that we, and all those who participate in our proceedings will be respectful of each other, including Councilmembers, members of the public, visitors and City Staff.

- A. Speak only for yourself, not for other Councilmembers - unless specifically tasked by your colleagues to speak for the group.
- B. Don't question motives. Assume others have positive intentions, even when you disagree.
- C. Be respectful of one another, and the public process, at *all* times. Do not criticize staff or others in public.
- D. Adhere to *Robert's Rules of Order*. Do not speak until you are acknowledged by chair.
- E. Aim for consensus, but accept decisions of the majority once made.
- F. Stay focused on the elected official role -- policy, prioritization and citizen representation.
- G. Work primarily through the City Manager, occasionally through a Department Head, and never through line staff. Respect a closed loop of communication: all Department Heads inform City Manager of interaction with member(s) of City Council; Copy City Manager on all communications between City Councilmembers and Department Heads.
- H. Respect Staff and the fact that they work for the Council as a whole, not the Mayor or one Councilmember.
- I. After Council meetings, each Councilmember should acknowledge each other.



Day 2 of Council Strategic Planning Workshop - May 1, 2015 8:00 AM – 12:00 PM

CITY COUNCIL PRIORITIES FOR THE NEXT 18 MONTHS:

Prior to the retreat, individual Councilmembers and the Mayor identified their Priorities for the next 12-18 months. That input was consolidated and presented to the Council as a whole. Each of the members was to rank their top five priorities by assigning values from 5 to 1 to their top five – the number 5 was the highest, the number 4 was the second highest choice, etc. Below is a chart for how these priorities ranked for the Council as a whole.

Wayzata City Council Ranked Priorities for 12-18 Months:

1) Lake Effect	5 4 5 5	= 19
2) Parking	4 5 4 4	= 17
3) Cell Tower Site	2 3 1 5 3	= 14
4) Muni Operations	3 3 3 2 1	= 12
5) Planning Ordinances	2 4	= 6
6) Development	2	= 2
7) Housing	1 1 1 2	= 5

Special presentations related to City operations and the Council's priorities and plans were presented by staff members and discussed with the Council throughout the rest of the meeting. The presentations, summary of discussions and direction comments are outlined below.

DEPARTMENTAL PRESENTATIONS:

City of Wayzata Department Directors made brief presentations to the Council at Planning Workshop. Each presentation encompassed: *Areas of Responsibility and Current Challenges/Opportunities*. Q&A and general discussion ensued for each area. Outlines of the presentations can be found in the Appendices of this report.

- ✚ Don Uram – Finance/Administrative Services
- ✚ Kevin Klapprich – Fire Department
- ✚ Bryan Gadow – Planning and Building
- ✚ Michael Risvold – Police Department
- ✚ Dave Dudinsky – Public Services



KEY PRIORITIES AND ISSUES: STAFF PRESENTATIONS AND COUNCIL DIRECTION

A. Lake Effect Project Milestones

Presented by Bryan Gadow, Director of Building and Planning

1. Phase 1 (May – August 2015):
 - Identify and cultivate project partners
 - Write and distribute RFP
 - Select Design Jury
 - Manage designer selection process and contract design team
 - Develop and implement communications and engagement plan
2. Design Team RFP Process Dates (DRAFT):
 - RFP Announcement – June 3, 2015
 - RFP Submission Deadline – July 3, 2015
 - Short List Announcement – July 29, 2015
 - Team Interview and Public Presentation – August 11-13, 2015
 - Winner Announcement – August 26, 2015
 - Wayzata City Council Approval – September 1, 2015
 - Selected Team Visit – September 10-11, 2015
3. Phase 2 (August – July 2016):
 - Manage concept design process and delivery
 - Coordinate community and funder engagement
 - Identify and cultivate Initiative Committee
 - Produce design concept public unveiling
4. Phase 3 (January – March 2016):
 - Manage transition period
 - Evaluate project and determine organizational development strategy/implementation
 - Launch Lake Effect Phase 3 – Organizational Development, Fundraising, and Schematic Design thru Construction
 - Public Review process for proposed concept design
5. Staff Resources:
 - Mary deLaittre, City Consultant on Project
 - Bryan Gadow
 - Heidi Nelson
 - Kristin Classey (Communication Implementation)

A. LAKE EFFECT: COMMENTS, DISCUSSION AND DIRECTION:

Comments, suggestions and direction by Council:

- ☞ Council generally supports direction and plan as laid out
 - ☞ Ensure
 - o Alignment of Broader Scope: Parking, Eastman corridor & Modes/connections
 - o “Be Wayzata” is reflected in RFP/Process
 - ☞ Council Leadership: Divide & Conquer Strategy: Agency Partners and Funders
 - ☞ Community Engagement on progress; Suggestions going forward:
 - Highlight current projects
 - Celebrate milestones, accomplishments
 - Funder cultivation
 - Communicate progress
-



B. Parking

Presented by Heidi Nelson, City Manager

Scope Of Work:

Tasks 1-4

1. Pilot Projects
 - Valet, Employee Parking, 2 Hr. Enforcement
 - Reviewed @ May 5 CWS, Direction
2. Parking District/Ordinance
 - 2 Options For Boundary Of District
 - O & M Costs Being Analyzed – May 5
 - Ordinance Changes Reviewed By Pc 2x
3. Carisch Ramp
 - Draft Term Sheet Presented To Extend Public Parking
4. Plan Of Finance
 - Draft Of Plan, Pending
 - o Presbyterian Homes Negotiations
 - o Widsten Legislation
 - o Grants, Existing Capital
 - o Payment In Lieu Of Parking
5. Pre-Design/Programming:
 - Draft Site Plans To Be Discussed May 5
 - Business/Re Issues:
 - o Beltz
 - o Lake/Superior
 - o Ramp Corner(S)/Face
6. Wayfinding
 - General Wayfinding Downtown/Parks
 - Muni Monument
 - Presbyterian Homes – Blue P's For Public Parking
 - Edina Site Visit For Real Time

NEXT STEP:

May 5: CC Workshop:

- Pilot Project Review & Direction
- Site Planning/Program
 - o Beltz
 - o Zoning
 - o Lake/Superior
 - o Ramp Corner(S)/Face
 - o Mill St

B. PARKING: COMMENTS, DISCUSSION AND DIRECTION:

Suggestions, comments and questions posed by Council during discussion:

📍 Comments:

- Increased demand in outdoor seating/sidewalk usage
- There is a lack of trust/understanding of benefit of parking district benefits
- Pilot projects: operators don't understand, clearer/tougher in negotiations, clearer about pilots
- Pilots not a quick fix, but becomes operationally part of mobility



B. PARKING: COMMENTS, DISCUSSION AND DIRECTION: (continued)

📍 **Discussion Topics:**

➤ **Funds: Need a clear, concise plan of finance**

Sources	Uses
Can't hope for TIF	\$9 M
Grants	
Capital	

➤ **Carisch ramp: It is important:** Will have impact on overall plan

➤ **Big projects/big price tags** - Capital outlay/maintenance:

- o What can we cope with?
- o Timing of key projects
- o Concern over burden to residents for commercial benefit
- o Lake Effect is a benefit to Residential & Commercial; Parking: benefit to Commercial
- o Numbers are too squishy/too fast
- o Reign in LSA: get real numbers
- o Owners rep needed in partnership for ramp commercial development
- o Control data/money

➤ **Major project spending to date/funding allocated:** [messaging + good data]

- o Parking
- o Lake Effect
- o Cell Site
- o Bushaway

➤ **Pilot projects supporting decisions on investments**

- o Survey results
- o Design premature to pilot projects impacts?

📍 **Questions:**

o **West City Parking Lot:**

- Could it be something else, e.g. Public Space?
- If you are addressing parking – could you do that?

o **Trolley:** where did it go? Others that are doing it?

o Are we taking a bandage **approach** vs. holistic view?

o Are we doing parking on **Mill Street**?



C. Cell Tower - Telecommunication

Presented by Dave Dudinsky, Public Services Director

- A. City of Wayzata Water Tower Site Update letter dated April 13, 2015 sent to the city's four telecommunications tenants:
 - a. AT & T
 - b. Verizon Wireless
 - c. Sprint
 - d. T-Mobile
- B. Summary of Content in Letter Sent to Tenants:
 - a. City Council has made the decision to move forward with the decommissioning of the Gardner Street Water Tower Site for use as a platform for telecommunications equipment, and relocating such equipment to an alternative site or sites.
 - i. Wayzata West Middle School Property
 - ii. Wayzata Public Works Property
 - iii. MN/DOT Right of Way Property (just north of Holdridge La)
 - iv. South Frontage Rd Right-of Way Property (by Lift Station #21)
 - v. Telecom Site at 1411 Wayzata Blvd E Property (Private Property)
- C. Aerial Flyover Video of four Alternative Telecommunication Tower Sites:
 - a. Wayzata West Middle School Property
 - b. Wayzata Public Works Property
 - c. South Frontage Rd Right-of Way Property (by Lift Station #21)
 - d. Existing Water Tower Site (for reference)
- D. New Telecommunication Ordinance and Policy:
 - a. The goal of the new ordinance and policy is they both will direct the City as well as the telecommunications companies into the future regarding the placement of telecommunications equipment within the City.
- E. City Council has adopted a six-month moratorium on new wireless communications applications pending the study and consideration of changes to the City's current telecommunication regulations and controls.
 - a. This moratorium does not prohibit or limit use of the existing wireless facilities at the Gardner location, including ordinary servicing and maintenance, and upgrades allowed by current leases.
- F. Held meeting with Telecom tenants last Friday, April 24th at City Hall
- G. Reactions from tenants representatives at end of meeting:
 - a. Radio Frequency (RF) will respond to proposed alternative site locations by mid May.
 - b. Three of four tenants representatives requested they have the opportunity to visit with the city council at a workshop at the beginning of process in developing a new telecom ordinance.
- H. Is the private existing telecom site located behind Gerrings Car Wash a consideration by the city for a macro site?
- I. Staff is pursuing A1985 MN/DOT agreement (that has not been executed to date) that will give back the south frontage road to the City. After meeting with MN/DOT last week, the turn back likely won't happen till about April of 216. A second meeting including our city attorney is being scheduled to take place soon to continue the endeavor. It's possible the land where the city's lift station is located currently owned by MN/DOT could be included in the turn-back. This property was one of the video flyover sites.



C. TELECOMMUNICATIONS - CELL TOWER: COMMENTS, DISCUSSION AND DIRECTION

Suggestions and questions posed by Council during discussion:

- ☉ Timeline for expiration/decommission, end of leases?
 - o Range is 2018 – 2021
 - ☉ Painting of water tower:
 - o Helpful to provide community with timeline/schedule
 - ☉ When there are discussions about ordinances:
 - o Legal needs to be present
 - ☉ Scenarios and feasibility when talking to providers; e.g. even though it might be their preference, it does not work for us.
 - o City has to drive site selection.
 - ☉ Other questions for discussion:
 - o Can we build the cell tower and lease the land?
 - o Is the middle school a possible location?
- ⇒ **ACTION:** Develop options/scenarios for Council consideration.

D. Muni Operations

Presented by Don Uram, Administrative Services Director

The “Muni”

1. Update the Business Plan (3rd Qtr.)

- A. Delaney Report:
 - Customer Service Standards/Training
 - Promotional Plan/Execution (June 1)
 - Delivery Service (June 1)
 - Menu Offerings/Pricing (complete)
 - Breakfast/ Brunch Offerings
 - Savour Rewards marketing (on-going)
 - Inventory Control (on-going)
- B. Customer:
 - Analyzing Trade Area
 - Product Selection/Price
 - Market Strategy

2. Staffing

- A. New GM (WBG)
- B. Appropriate levels (Full and Part-time)

3. Challenges

- A. Restaurant competition
- B. Big box liquor stores
- C. Parking

4. Declining Sales and Profitability

- A. Food quality and costs (40%)
 - B. Other Factors: Road Construction and Weather
-



D. MUNI OPERATIONS: COMMENTS, DISCUSSION AND DIRECTION:

Questions and suggestions made by Council:

☉ **Parking:**

- o Can we designate Muni parking?

☉ **Positioning:**

- o We need to be identifiable with something unique
- o People won't focus on road construction but they will drive anywhere to get a desired place for service/food
- o Focus on making it a destination eatery

☉ **Pricing:**

- o Food quality, costs and waste – are we not charging enough?
- o Lots of families, good environment, need to price right so it doesn't impact families coming to the Muni

☉ **Menu:**

- o Do we have any signature menu items?
 - o Look at providing healthy options
 - o Target Seniors – nutritional menus
-



E. ORDINANCE/POLICY ISSUES

General Discussion led by Heidi Nelson

City Manager Nelson presented a brief update on Current Ordinances and Policy Topics. Discussion followed. The following topics were addressed. Following the meeting, individual Councilmembers assigned **priority ranking** to each areas.

	Mayor Willcox:	Council-member Mullin:	Council-member Anderson:	Council-member Tyacke:	Council-member McCarthy:	Totals & Rank
A. Telecommunications Ordinance/Policy	3	3	1	1	1	9 #1
B. Medical Marijuana Ordinance	7	4	8	7	5	31 #6
C. Tree Preservation Ordinance	6	6	3	5	6	26 #4
D. Neighborhood Zoning Review	5	5	2	3	3	18 #3
E. Alternative Energies Ordinance	2	7	9	4	9	31 #6
F. Parking Ordinances Revisions	1	1	4	2	2	10 #2
G. Signage Ordinances Updates	4	2	7	6	7	26 #4
H. Meeting Minute-taking Policy	9	9	10	8	8	44 #8
I. General Ordinance Building, Rental, Permits, etc.	8	8	no rank	no rank	4	
J. Environmental Policy (Added by Council member Anderson)			5			
K. Historic Preservation Policy (Added by Council member Anderson)			6			

⇒ **ACTION: Ordinance and Policy Issues:**

Staff will follow up with methods and costs according to the identified priority ranking. Recommendations will then be presented to Council for approval.

End of Report



APPENDICES:

Outlines of Presentation made by Department Directors

- A. **Finance/Administrative Services** by Don Uram
- B. **Fire Department** by Kevin Klapprich
- C. **Planning and Building** by Bryan Gadow
- D. **Police Department** by Michael Risvold
- E. **Public Services** by Dave Dudinsky

ADMINISTRATIVE SERVICES DEPARTMENT

Motor Vehicle Licensing – Nick Heider

- Responsibilities
 - Motor Vehicle Registration (82%)
 - Passport Processing (14%)
 - DNR Licenses
 - Duplicate Driver's License
- Challenges/Opportunities
 - Size Constraint
 - Attracting new business (operating at 85% capacity)

Finance – Kathy Ovshak

- Responsibilities
 - Budgeting
 - Accounting (AP/AR) and Financial Reporting (Audit)
 - Long Term Financial Planning and Capital Improvements
 - Investments
- Challenges/Opportunities
 - CIP Funding
 - Ramp financing

Administration – Becky Malone

- Responsibilities
 - Elections
 - HR/Payroll
 - Official Records Management
 - Deputy City Clerk
 - Office Management
- Challenges/Opportunities
 - Presidential Election
 - Customer Web Portal (utility billing processing)

Liquor Operations – Kevin Castellano and Jeff Pietrini

- Responsibilities
 - Wayzata Wine and Spirits
 - Wayzata Bar and Grill
- Challenges/Opportunities
 - Sales and Profitability
 - Business improvements



WAYZATA FIRE DEPARTMENT

600 RICE STREET
WAYZATA, MN 55391
(952) 404-5337
FAX (952) 404-5336
fire@wayzata.org

Wayzata Fire Department

May 1, 2015

Current Status of Department

26 Active Members

3 New Members in the Hiring Process at this time.

Total to 29

New Engine just recently went into Service

Working off Schedule to Replace Equipment as needed

Current Challenges/Opportunities

Personnel

Preplans

CITY OF WAYZATA



PLANNING AND BUILDING DEPARTMENT

MEMORANDUM

To: City Council
From: Bryan Gadow, Director of Planning and Building
Date: April 29, 2015
Re: Department of Planning and Building Background

1. Department Employees:
 - Bryan Gadow, Director of Planning and Building (Over 8 years with City)
 - Don Johaneson, Building Official (Over 20 years with City)
 - Tyson Jenkins, Building Inspector (Over 2 years with City)
2. Department Functions (Summary):
 - Manage all development activity review for the City:
 - Development review - Land use and zoning
 - Building Permit review
 - Building Inspections during construction
 - Rental Housing Inspections
 - Serve as staff liaison to the Planning Commission, City Council, Heritage Preservation Board, and other boards as needed.
 - Review City Zoning and Other Ordinances for code updates.
 - Serve as point of contact for area regional jurisdictional agencies (i.e. LMCD, MCWD, and Three Rivers Park District)
3. Departmental Opportunities/Challenges:
 - a. Opportunities:
 - Pursue various grant opportunities for financial assistance with Lake Effect and other related projects.
 - Forthcoming Intern can assist with ordinance drafting and other research work.
 - Potential state legislation for “This Old Apartment” could service as a tool to incentivize multiple family reinvestment.
 - Amount of development activity is a signal that local and regional economic climates are improving.
 - b. Challenges:
 - Amount of current development activity (including both pending applications and building permit review) is time-intensive. Limits time available for long-range planning/ordinance work, and other city job functions, including public building maintenance.
 - With new Building Code requirements, plan reviews are taking longer to complete. It is a short term challenge that will be overcome with more familiarity with the new code requirements.
 - Number of Single Family rentals requires additional staff time for inspection and enforcement.



WAYZATA POLICE DEPARTMENT

Proudly Serving Wayzata and Long Lake

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Wayzata, MN 55391-1734
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2015 Strategic Planning Challenges

Personnel

- Training
- Succession Planning
- Experience
- Retirements / Hiring

Activities

- Increased Activity
- Increased Expectations (Businesses and Residents)
- Demographics

Technology

- Squad Computers / Tablets
- Cameras (Squad and/or Body)
- Evidence Room
- IT Support
- Data Requests
- Transparency

Traffic/Parking Enforcement

- Staffing
- Reactive Enforcement
- Quantity
- Public Perceptions with Enforcement
- Parking Enforcement

Long Lake

- Crime Free Multi-Housing
- Ordinance Updates
- Competition
- Longer Term Contract



WAYZATA POLICE DEPARTMENT

Proudly Serving Wayzata and Long Lake

600 Rice Street
Wayzata, MN 55391-1734

(952) 404-5340

Fax: (952) 404-5359

AGING POPULATION AND CALLS FOR SERVICE

Meridian Manor

2012 – 65 2013 – 74 2014 – 60 2015 YTD – 16

Boardwalk

2012 – 46 2013 – 57 2014 – 46 2015 YTD – 26

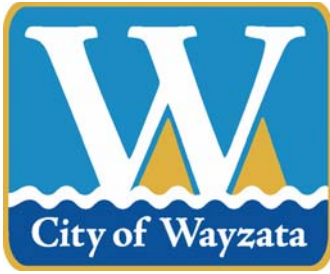
Long Lake Assisted Living

2012 – 35 2013 – 44 2014 – 39 2015 YTD – 40

100 / 101 Promenade

2012 – 0 2013 – 10 2014 – 152 2015 YTD – 79

146 185 297 **161 / 483**



City of Wayzata Public Works

299 Wayzata Blvd. W
Wayzata, MN 55391

Director Of Public Service

David Dudinsky

City Engineer/Assist. Public Works Director

Mike Kelly

Public Works Superintendent

Jim Eibensteiner

Public Works Secretary/Utility Billing Clerk

Rebecca Jones

PUBLIC SERVICES PRESENTATION OUTLINE FOR CITY COUNCIL PLANNING RETREAT; 2015

A. Director of Public Service-Areas of Responsibility

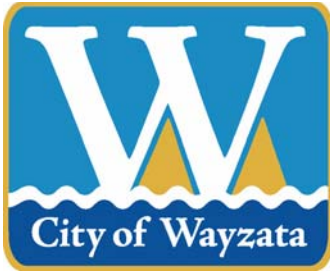
- a. Responsible for the overall administration and management of the Public Works and the Engineering Departments
- b. Other Duties as assigned by the City Manager include:
 - i. Act as City Sexton of City Cemeteries.
 - ii. Authorize Special Event Applications in City and coordinate events with Police and Fire Chiefs.
 - iii. Emergency Management Coordinator for City.
 - iv. Oversee various City Capital Improvement Projects, Capital Improvement Model and Special Projects as assigned by the City Manager.
 - v. Oversee City Telecommunications Operations
 - vi. Oversee Utility Billing
 - vii. Oversee Garbage and Recycling
 - viii. Parks & Trails Board Staff Representative

B. Public Works New Organizational Structure In Place

- a. City Engineer Mike Kelly offices at Public Works and given the additional title of Assist. Director of Public Works
- b. Public Works Superintendent is Jim Eibensteiner
- c. Engineering Technician Paul Ackerley started work in second week of April.
- d. Interviewed and hired internally lead workers:
 - i. Streets-Bart Kusske
 - ii. Parks-Kurt Klapprich
 - iii. Utilities-Bernie Poirier

C. Telecommunications-Taking a lot of staff time compared to previous years.

D. Challenge attending to all the needs of the projects going on within the City as well as the implementation of all the 2015 projects scheduled for this year.



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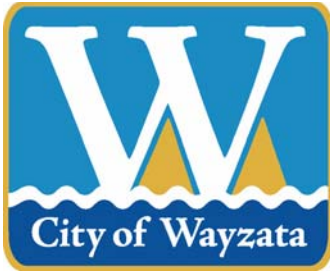
Jim Eibensteiner

Public Works Secretary/Utility Billing Clerk

Rebecca Jones

E. Update on 2015 Public Works Projects:

- a. Peavey Bridge-Scheduled Start Date: July 6, 2015 & Completion Date: October, 2015
- b. 2015 Street Projects-Bid Opening May 1, 2015 & Completion Date: October of 2015
 - i. Ferndale Rd (Shoreline to Peavey Bridge)
 - ii. Ferndale Woods Rd
 - iii. Bovey Rd
 - iv. Beaver Dam
 - v. Edgewood Ct (off of Lake St)
 - vi. Gardner St E (east of Benton Ave N)
- c. Benton Ave Signal Improvements
 - i. Control Cabinet should be delivered shortly; installation soon thereafter)
- d. East Lake Street/Roundabout Landscaping & Circle A Pedestrian Trail
 - i. Authorization to put project out for bid scheduled for May 5 council meeting
- e. Dock Expansion (Installation completed by June 5, 2015)
 - i. U Dock at Wayzata Beach
 - ii. Wayzata Depot-15 additional slips
 - iii. Broadway Docks-18 additional slips
- f. Sewer Lining Project-Completion by end of October, 2015
- g. Lift Station 5-Bid award discussion at May 5 council meeting
- h. Wayfinding Signage Projects-Poles ordered, signs to be ordered, installation in 2015
- i. Water Treatment Plant #2 Rehabilitation Project-2015-RFP scheduled to be sent out for design services in May of 2015
- j. Mn/DOT Auxiliary Lane
 - i. Start Date: August 15, 2015
 - ii. Anticipated ramp closure of two weeks at beginning of project
- k. CSAH 101/Bushaway Rd-On going with timely project updates



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- l. 2015 Major Street Patching/Sealcoat in 2016
 - i. Glenbrook Rd
 - ii. Circle Drive E
 - iii. Cross St
 - iv. Chicago Ave S
 - v. Manitoba Ave S
 - vi. Central Ave S
- m. MCES Emergency Project & MCES 2016 Project (Shoreline Dr. to Orono Orchard Rd)
 - i. Work likely to begin in Orono during winter 2015-2016
 - ii. Work on Shoreline Drive (Wayzata) - Summer 2016 (after Blake School gets out)
- n. Grove La-Consider Parking Modifications and two way traffic discussion

Near term action items identified in report:

1. Adoption of Norms of Behavior
2. Adoption of Parameter for Interaction with public, developers, media
3. **Identify Consequences for Applicants** who mislead the PC / CC in Meetings – perhaps some language in the application process. (page 7)

⇒ **Action:** Staff to follow up with suggestion for applicant penalty.
4. **More involvement by Councilmembers** in meetings that typically involve the City Manager and Mayor, such as unions, developers, negotiations, large commercial property owners, neighborhood groups, big initiatives. (page 8)
 - a. Suggestions:
 - i. Mayor, CM invite other CC to attend
 - ii. CC volunteer to join meeting if given a heads up
 - iii. Assign council representative to key initiatives and projects.
⇒ **Action:** Assign Council representation for key initiatives and define expectations of Council participation/interaction.
5. **Prioritization of Ordinance/Policy Issues** (pg 18)

⇒ **ACTION:** Staff will follow up with methods and costs according to the identified priority ranking. Recommendations will then be presented to Council for approval.

POLICY
Norms of Behavior for Wayzata City Council

General Statement

The City of Wayzata will conduct City Council business in a respectful, civil manner. Our expectation is that we, and all those who participate in our proceedings, will be respectful of each other, including Councilmembers, members of the public, visitors and city staff.

- A. Speak only for yourself, not for other Councilmembers - unless specifically tasked by your colleagues to speak for the group.
- B. Don't question motives. Assume others have positive intentions, even when you disagree.
- C. Be respectful of one another, and the public process, at *all* times. Do not criticize staff or others in public.
- D. Adhere to Roberts Rules of Order. *Do not speak until you are acknowledged by chair.*
- E. Aim for consensus, but accept decisions of the majority once made.
- F. Stay focused on the elected official role -- policy, prioritization and citizen representation.
- G. Work primarily through the City Manager, occasionally through a Department Head, and never through line staff. Respect a closed loop of communication: all Department Heads inform City Manager of interaction with member(s) of City Council; Copy City Manager on all communications between City Councilmembers and Department Heads.
- H. Respect staff and the fact that they work for the Council as a whole, not the Mayor or one Councilmember.
- I. After Council meetings, each Councilmember should acknowledge each other.

POLICY
PARAMETERS FOR INTERACTION WITH PUBLIC, DEVELOPERS, MEDIA

- A. **Media Inquiries** - Direct media inquiries to City Manager first, especially regarding legal matters; City Manager will provide the Council updates on information and statements by city.
- B. **Guidelines for interacting with Constituents and/or Developers** (from City Manager):
- a. Meetings with constituents regarding development applications should be for the purpose of receiving information.
 - b. Information can be shared by Council regarding the planning commission/city council process.
 - c. Consideration of the development application should be conducted in the public meeting.
 - d. Emails that are sent to you or that you send to constituents and/or developers are public data and could become part of the public record. This is the case whether you use your city email account or personal email account.
 - e. Comply with Open Meeting Laws.
- C. If the City has an **official position** on something be consistent in representing it even if you disagree with it.
- D. **Only speak for yourself.** If the matter has not been decided, be careful to frame your comments and your perspective as only yours and not that of the City or your colleagues on the Council.
- E. Suggestions for **Interaction with Media and email with Public.**

Information about Emailing City Council Members

(This can be used as disclaimer on city website and/or councilmember emails)

Members of the City Council enjoy hearing from the citizens of Wayzata and value their input. Please be aware that the email you send to a Council member is subject to the Minnesota Government Data Practices Act. It may be available to anyone making a request for it, and it may be made part of the public record if it is directed to a matter before the Council. In addition, Council members are called upon to review and decide certain matters before them in a fair, open and judicial manner, weighing all of the relevant facts and applying City Code appropriately. In an effort to maintain fairness, objectivity and an open mind, Council members may not be able to respond to your questions and concerns about a particular matter that is before them. If you are interested in or concerned about a matter before Council, you are encouraged to attend the public hearing and open meetings in which the matter is discussed. Notices of these hearings and meetings are posted on the [City website](#) and on the City's calendar available at City Hall. If you have questions about a Council agenda item, or a process of the City, you can direct those questions to the City staff responsible for working on those matters. A directory of City Staff is available [here](#).

- F. Process for **“How Items get on the Agenda”**— recommended process:

- a. Suggest item at new business section of meeting, adding this at the top of Agenda.
- b. Get one other councilmember to second.
- c. Recognize and determine staff resources, scheduling and timeframe.
- d. Discuss and vote to add to the agenda