



WAYZATA HERITAGE PRESERVATION BOARD

Meeting Agenda

Wayzata City Hall Community Room, 600 Rice Street

Thursday, December 19, 2024

11:30 AM

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Minutes**
 - a. Approve October 24, 2024 Meeting Minutes
- 4. Old Business**
- 5. New Business**
 - a. New Business from Members (11:30-11:40 a.m.)
 - b. Review 2024 Work Plan and Draft 2025 Work Plan (11:40 a.m. - 12:15 p.m.)
 - c. Guest Discussion: Blue Water Theater (12:15-1 p.m.)
- 6. Other Items**
 - a. City Calendar and Minutes Rotation Schedule
- 7. Adjournment**

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



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: December 19, 2024	AGENDA ITEM: 3.a
TITLE: Approve October 24, 2024 Meeting Minutes	
PROPOSED MOTION: To approve the Draft Meeting Minutes of October 24, 2024.	
PREPARED BY: Valerie Quarles, Assistant Planner	
REVIEWED BY:	

ACTION REQUESTED:

Staff recommends approval of the attached minutes.

FINANCIAL OR BUDGET CONSIDERATION:

N/A

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

BACKGROUND:

See the attached draft meeting minutes for the HPB's review and approval. The minutes were prepared by Judy Starkey.

ATTACHMENTS:

1. Draft Meeting Minutes of October 24, 2024

HERITAGE PRESERVATION BOARD MINUTES

Call to Order. Meeting was called to order 11:34 am, October 24, 2024.

Roll Call : Present were: Kim Gharritty, Kelly Gratton, Judy Starkey, Sue Ankeny, members; Valerie Quarles, Assistant Planner; Nick Kieser, Parks and Trails Board; Jeffrey Dahl, City Manager

Approval of minutes: Minutes of September 26, 2024 were approved as presented.

Old Business:

- Update from city Manager Dahl with overview with Wayzata's Strategic Plan. Diversity Revenue is first among 2024-2026 targets for revenue plans. Among them are: Finish/implement plans to maximize liquor enterprise operations, increase franchise fees, assess fines or fees for patio events, explore utility billing, evaluate City property leases, pursue food and beverage sales tax, pursue state bonding, implement paid docking system.
- Also mentioned: possibility of patio fees, parking meters for more revenue. Many services are due for the business community which are not covered by property taxes.
- Community concerns: Completion of Panoway #2, move on to Phase 3, complete Klapprich Park, implement Wayzata Blvd. improvements, zoning updates for Wayzata Blvd. corridor, special event ordinance, Public Art Committee.
- Starkey asked if Manager Dahl thought the city might at some future time pay more attention to or even buy endangered properties of historical significance. He thought maybe 'yes'.
- Update by Planner Kieser on Section Foreman's House: Kieser, Dahl, Quarles had a meeting with Sue Sorrentino on progress who said that it is a waiting game for funds. \$300,000 is still needed which will come from grants and Conservancy donations.
- The 9-11 plaque which was stolen from the patio has still not been found.

New Business

- Commissioner Gratton will speak at the Volunteer Dinner.
- Planning Commission: R-3A redevelopment moratorium did not pass. New zoning rules are needed for construction and demolition. More zoning work must be done with the community and builders.
- Blue Water Board members have been invited to our December meeting. The date will be decided depending on their availability.
- We should be thinking about our plans for 2025.
- We need an inventory of plaques in the city, those placed by the HPB and others.

Next Meeting

November 21, 2024

Adjournment



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: December 19, 2024	AGENDA ITEM: 5.a
TITLE: New Business from Members (11:30-11:40 a.m.)	
PROPOSED MOTION: N/A	
PREPARED BY: Valerie Quarles, Assistant Planner	
REVIEWED BY:	

ACTION REQUESTED:

N/A

FINANCIAL OR BUDGET CONSIDERATION:

N/A

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

BACKGROUND:

This is a space for board members to discuss potential new business and current events.

ATTACHMENTS:

None



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: December 19, 2024	AGENDA ITEM: 5.b
TITLE: Review 2024 Work Plan and Draft 2025 Work Plan (11:40 a.m. - 12:15 p.m.)	
PROPOSED MOTION: N/A	
PREPARED BY: Valerie Quarles, Assistant Planner	
REVIEWED BY:	

ACTION REQUESTED:

To review the 2024 Work Plan and co-create the 2025 Draft Work Plan, for approval in January.

FINANCIAL OR BUDGET CONSIDERATION:

N/A

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

BACKGROUND:

Members should consider what portions of the 2024 Work Plan should be brought forward to 2025, discuss potential new initiatives for 2025, and keep capacity in mind when distributing potential tasks throughout the year. The work plan is a living document that can be adjusted throughout the year.

ATTACHMENTS:

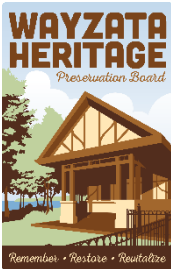
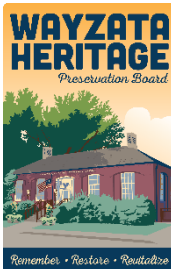
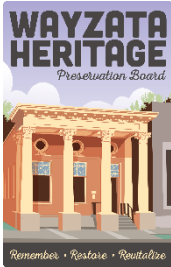
1. HPB Work Plan - December 2024
2. 2025 HPB Work Plan - Draft

Work Plan Progress – December 2024

#	Activity	Steps/Progress	Responsible	2024											
				Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Slot In
1	Centennial Home Event	Complete until 2025	All	X	X	X	X								
2	Centennial Home Awards	Complete until 2025	All	X	X	X									
3	Mayor’s Award	Complete until 2025	All	X	X	X									
4	City Plaques	Winter 2024, Spring 2025	All	X								X	X		
5	Just Deeds	Future Mounds View feedback	Staff												X
6	Proactive engagement with historic property owners	Blue Water Theater December guest meeting today	Staff							X		X		X	
7	Support Section Foreman House funding	Received update at October meeting	Staff									X			
8	James J. Hill Days	Complete until 2025	All				X	X	X	X	X				
9	Collaboration with LMHS/summer programming	Productive November guest meeting	All									X	X	X	
10	Burial Mounds education	Review for 2025 work plan	Staff				X				X				
11	Recruitment and retention	Complete until EOY 2025	All									X	X		
12	R-3A Character and Zoning	Changes in public hearing phase	Staff								X				
13	2025 Work Plan	Discuss in December, adopt in January	All											X	

Major Items – December 2024

Updates
City Plaques Renew conversation in January
Proactive engagement with historic property owners Blue Water Theater scheduled for December 19 meeting
R-3A Character and Zoning Public hearing December 16
Collaboration with Lake Minnetonka Historical Society (LMHS) Reviewing for 2025 Work Plan
2025 Work Plan Draft in December, finalize working document in January



Wayzata Heritage Preservation Board 2025 Draft Work Plan



Work Plan Progress – 2025

Activity	Steps-Progress-Assigned	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2025 Work Plan		X											
City Plaques		X	X	X									
Mayor's Award (annual)				X	X	X							
Centennial Homes (annual)				X	X	X							
Historic Homes Event (annual?)					X	X	X						
James J Hill Days								X	X	X			
Recruitment and retention										X	X	X	
2026 Work Plan													X

Potential Items – 2025

From 2024

- Just Deeds
- Proactive engagement with historic property owners
- Support Section Foreman House funding
- Collaboration with LMHS/summer programming
- Burial Mounds education

Slot In

New

- Annual LMHS check-in
- Update HPB mission statement
- QR codes for buildings (Ely, Saint Paul examples)
- Grant seeking for project capacity
- Specific building celebrations on-site
- Historic Preservation Month – May
- Bicycle tour
- Outdoor train movies at the Depot
- Historic markers on the Luce Line or Dakota Rail trails (former Three Rivers program)
- Trappers' Cabin programming
- Midcentury Modern programming



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: December 19, 2024	AGENDA ITEM: 5.c
TITLE: Guest Discussion: Blue Water Theater (12:15-1 p.m.)	
PROPOSED MOTION: N/A	
PREPARED BY: Valerie Quarles, Assistant Planner	
REVIEWED BY:	

ACTION REQUESTED:

N/A

FINANCIAL OR BUDGET CONSIDERATION:

N/A

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

BACKGROUND:

Representatives from the Blue Water Theater will be joining us to discuss historic building preservation, in keeping with the HPB's goal to proactively discuss preservation with property owners.

ATTACHMENTS:

None



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: December 19, 2024	AGENDA ITEM: 6.a
TITLE: City Calendar and Minutes Rotation Schedule	
PROPOSED MOTION: N/A	
PREPARED BY: Valerie Quarles, Assistant Planner	
REVIEWED BY:	

ACTION REQUESTED:

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

FINANCIAL OR BUDGET CONSIDERATION:

N/A

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

BACKGROUND:

The next HPB meeting is Thursday, January 23. Kim Gharrity is scheduled to take the minutes.

ATTACHMENTS:

1. 2025 Wayzata City Calendar
2. HPB Meeting Minutes Schedule - December

City of Wayzata 2025 Meeting Calendar



January 2025						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2025						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March 2025						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 2025						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May 2025						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June 2025						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July 2025						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August 2025						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September 2025						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October 2025						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2025						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December 2025						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Energy & Environment 5:30 PM

Planning Commission - 6:30 PM

City Council - 7:00 PM

Charter Commission - 9:00 AM

Lake Minnetonka
Conservation District (LMCD)

Heritage Preservation
Board (HPB) - 11:30 AM

Housing & Redevelopment
Authority (HRA) - 7:30 AM

Parks & Trails Board - 6:00 PM

Night to Unite

Holiday Observed
City Offices Closed

Precinct Caucuses - no statewide caucus in 2025

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

Revised
9/24/2024

Wayzata Heritage Preservation Board

2024/2025 Meeting Minutes Schedule

Updated December 2024

Month	Minutes Taker	Received?
November '24	Sue Ankeny	No
December '24	Kim Gharrity	
January '25	Kelly Gratton	
February	Judy Starkey	
March	Sonya Travanty	
April	Sue Ankeny	
May	Kim Gharrity	
June	Kelly Gratton	
July	Judy Starkey	
August	Sonya Travanty	
September	Sue Ankeny	
October	Kim Gharrity	
November	Kelly Gratton	
December	Judy Starkey	

2025 Attendance

Meeting	Sue	Kim	Kelly	Judy	Sonya
January					
February					
March					
April					
May					
June					
July					
August					
September					
October					
November					
December					

2025 Term Tracker

Board Member	Term Ends
Sue Ankeny	December 31, 2026
Kim Gharrity	December 31, 2025
Kelly Gratton	December 31, 2025
Judy Starkey	December 31, 2026
Sonya Travanty	December 31, 2025