

Heritage Preservation Board Meeting Minutes of January 25, 2024
11:30am-1pm, Wayzata City Hall Community Room

1. Call to Order

The meeting was called to order at 11:33am.

2. Roll Call

Board Members Sue Ankeny, Kim Gharrity, Kelly Gratton, Judy Starkey, and Sonya Travanty were present, along with Assistant Planner Valerie Quarles. The group briefly introduced themselves.

3. Approval of Minutes

Member Starkey made a motion to approve the minutes of the December 5, 2023 HPB meeting. Member Ankeny seconded. The minutes were approved by a vote of 3-0, with Members Gharrity and Travanty abstaining.

4. New Business

a. New Member Orientation and Introductions

Each person at the meeting introduced themselves, giving some background on their time in Wayzata and their interest in history or architecture. Member Starkey requested a roster for the group. Planner Quarles reviewed the enabling code language for the Board and emphasized that the Board has a lot of freedom to fulfill their mission in different ways. The group discussed the history of the Board. Member Starkey asked whether the Board was able to apply for grants. Planner Quarles answered that she thought they did, but that all applications would have to be ultimately approved by the City Council.

b. Review and Approval of 2023 Annual Report and Work Plan Summary

Planner Quarles explained the role of the document and how the City Council would be reviewing it along with other Boards and Commissions' plans at their February 6 workshop. While discussing each item, the group took the time to fully explain the Just Deeds program to new board members. Member Gratton made a motion to approve the 2023 Annual Report and 2024 Work Plan Summary and Member Ankeny seconded. The document was approved by a vote of 5-0.

c. Discussion of 2024 Work Plan

Planner Quarles outlined the format for the discussion about the Work Plan, emphasizing that each initiative should have a "champion" and that items without strong enthusiasm from at least one member, besides annual commitments, would likely not be in the Work Plan. The group discussed Just Deeds, the Centennial Homes Event, and a potential tour focused on the homes along Grove Lane before running out of time within the meeting. The item was tabled with the intent of a full draft being brought forward at the February meeting for the Board's approval.

d. Election of Chair and Vice Chair

After a brief discussion about the Mayor's Award, Planner Quarles explained the role of the Chair and noted that responsibilities would likely shift over time given the relatively laid-back nature of HPB meetings. After some discussion, Member Gharrity made a motion to elect Member Ankeny as Chair and Member Travanty seconded. Chair Ankeny was

confirmed by a 5-0 vote. Member Gratton made a motion to elect Member Starkey as Vice-Chair and Chair Ankeny seconded. Vice-Chair Starkey was confirmed by a 5-0 vote. Member Starkey suggested that minutes be taken by members on a rotating basis, which the group agreed with.

e. New Business from Members

There was no new business to discuss.

5. Old Business

a. Cemetery Plaque

Member Starkey noted that she would work on a new paragraph for the plaque.

b. Mayor's Award

The item was not discussed further as it had been covered earlier in the meeting.

c. Centennial Homes Event and Awards

Given the lack of time, Planner Quarles quickly ran through the decisions that had been made at the last meeting and assigned the Board the task of emailing her potential keynote speakers. Planner Quarles noted that she would work on choosing a date, creating the RSVP list, and cost estimates.

d. Old Business

Planner Quarles reviewed the "parking lot" of other old business items, and noted that the Lake Minnetonka Historical Society was hosting an event on the history of Wayzata and the North Shore on February 12 that members should try to attend.

6. Staff Updates

a. State Legislature Bonding Tour

Planner Quarles gave a brief update on the recent Legislative Bonding Tour that visited Wayzata to consider funding for Panoway and the Section Foreman House.

7. Adjournment

Member Gratton made a motion to adjourn the meeting and Member Travanty seconded. The meeting was adjourned by a vote of 5-0 at 1:04pm.