



**Wayzata City Council Workshop Meeting Agenda
Wayzata City Hall Community Room, 600 Rice Street
TUESDAY, MAY 20, 2025**

WORKSHOP TOPICS FOR DISCUSSION:

1. Discussion of Long-Term Staffing Plan (5:00-5:45 p.m.)
2. Review and Discussion of Draft City Operations Resilience Plan (5:45-6:15 p.m.)
3. Discussion of Request to Amend Chapter 936 Tree Preservation Code Relating to Exceptions for Golf Courses and Other Uses (6:15-6:30 p.m.)



City Council Workshop City Council Agenda Report

MEETING DATE: May 20, 2025	WORKSHOP AGENDA ITEM: 1
TITLE: Discussion of Long-Term Staffing Plan (5:00-5:45 p.m.)	
PREPARED BY: Aurora Yager, Deputy City Manager	
REVIEWED BY: Jeffrey Dahl, City Manager	

DISCUSSION OBJECTIVE:

To gather feedback and answer questions regarding the staffing requests included in the 2025 update to the Long-Term Staffing Plan.

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

Achieve & Sustain Operational Excellence

Ensuring we have right-sized departments will ensure that the organization's operational risks are proactively managed and that services are seamlessly implemented.

BACKGROUND:

Each year as part of the budget process, staff reviews current organizational needs, especially as it relates to service delivery, and brainstorms future staffing needs up to five years in the future. The identification of staffing needs does not commit the City to filling these positions, but rather gives the Council and staff an idea of the impact those positions could have on the budget to better evaluate priorities and plan for these in advance.

At this meeting, staff will explain the need for each requested position and gather feedback from the Council on what positions to include in the first draft of the 2026 Budget. Their potential impact on the levy is subject to Council approval as part of the annual budget process and will be reviewed more comprehensively in the City's Long-Term Financial Plan and the first draft of the General Fund Budget on July 1, 2025.

Next Steps in the 2026 Budget Process:

- **June 17, 2025** - CIP and Excess Reserves Workshop
- **July 1, 2025** - Long-Term Financial Plan and General Fund Budget Workshop
- **July 15, 2025** - Enterprise Fund Budget Workshop and General Fund Budget Update (if needed)
- **August 19, 2025** – 2026 Budget Status Update Workshop
- **September 9, 2025** – Council adopts 2026 Preliminary Budgets, Tax Levy, and Fee Schedule
- **October 7, 2025** - 2026-2035 Capital Improvement Plan (CIP) Workshop
- **October 21, 2025** - Final Budget Status Update Workshop
- **October-November** – Staff refines General Fund budget, Enterprise Fund Budgets and CIP as needed
- **December 2, 2025** - Council adopts Final 2025 Budgets
- **December 16, 2025** - Council adopts 2026-2035 CIP

ATTACHMENTS:

1. 2025 Long-Term Staffing Needs Memo

Long-Term Staffing Plan

May 20, 2025

Departments review long-term staffing needs annually in the Spring. If their staffing request is approved by the City Manager, it is included in the list below. Additional information regarding the potential impact on the levy and tax rate along with the detailed Position Requisition Forms are included below. The following positions are the estimated positions needed within the next five years.

Proposed Positions by Year

Year	Position	Salary & Benefits	General	Water	Sewer	Liquor	Motor Vehicle	Total
2026	Fire Chief	\$191,000	\$191,000					\$191,000
2026	Police Officer	\$141,000	\$141,000					\$141,000
2027	IT Manager	\$160,000	\$116,800	\$6,800	\$6,800	\$19,200	\$10,400	\$160,000
		\$492,000	\$448,800	\$6,800	\$6,800	\$19,200	\$10,400	\$492,000

General Fund Budget Impact by Year

	2025 Actual	2026	2027
General Fund Staffing		\$332,000	\$116,800
Cumulative Total with Inflation		\$332,000	\$458,760
Estimated Total Levy % Change*	7.75%	7.83%	4.79%
Estimated Tax Rate	19.64%	20.56%	19.96%
Est. Median Value Home	\$1,008,750	\$1,152,500	\$1,164,025
Median Value Home Tax Increase from Prior Year	\$11	\$474	(\$51)

**Estimated Levy % change assumes the prior year's budget increases 3% and proposed staffing is added on top of it. It does not account for any other service level changes that may occur to offset any potential increase and is just to demonstrate the magnitude of the impact to the budget and levy.*

Note: Uses assumptions from the 2024 Long-Term Financial Plan (LTFP). The 2025 update to the LTFP will incorporate updated data and assumptions to better discuss impacts on the levy and tax rates.

Positions Requested for Inclusion in 2026 Budget

Position Requisition Form

Position Title	Full-Time Fire Chief	Department	Fire
Requested By	Kevin Klapprich, Fire Chief	Approved By	Jeff Dahl, City Manager
Date Needed	2026 (5 th year requesting)		

Summary of Job Duties:

Provides direction and leadership for all activities of the Fire Department including fire protection and emergency response, investigations, fire prevention and educational. Supervises all department staff and oversees the training and safety of personnel and equipment.

Summary of Need/Rationale:

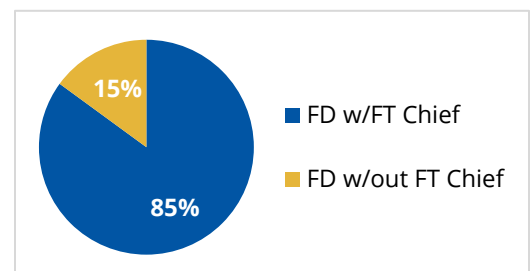
- **Current structure not sustainable long-term**

The need for this position was first raised as part of the 2017 organizational study. The City has relied on the current Chief's availability and interest in serving about 20 hours per week. That type of availability and commitment is not sustainable long-term. While call loads are not expected to significantly increase, the complexity and required training and leadership responsibilities related to managing fire operations have become more time consuming and challenging. Additionally, about 69% of all calls for service occur between 8 a.m. and 8 p.m. when it is most difficult to staff. Furthermore, proactive fire prevention efforts through inspections and pre-planning for commercial and multi-family buildings are not possible under the current staffing structure.

The Fire Department recently completed a succession plan (included below) which also indicates that nearly all leadership positions are currently eligible for retirement. Therefore a longer-term and more permanent solution to Fire Department leadership is needed to ensure continuity is maintained.

- **Current structure is less common in the fire service**

Wayzata is one of the few remaining fire departments in the metro without any full-time staff. Of the 34 fire departments that cover Hennepin County, only five cities (Wayzata, Robbinsdale, Maple Plain, Medicine Lake, and St. Bonifacius) do not have full-time chiefs and Maple Plain is considering merging with a full-time department.



While completely volunteer, paid-on-call departments were once the norm, due to the increasing complexity of the fire service, staffing shortages, and more, full-time leadership of this critical public safety service is now the most common structure.

Depending on what happens with fire services with Orono and Long Lake in the next few years, there may be some staffing partnership opportunities.

- **Fire Department Organizational study recommendation progress stalled**

The City completed a Fire Department Organizational Study in the fall of 2021. Among the report's findings was a recommendation to hire a full-time Fire Chief in 2023 to ensure the department could move forward with several needed administrative and training related initiatives. A status update on the report recommendations is provided below. Progress on the items that aren't yet complete won't happen without a Full-Time Chief.

Report Recommendation	Status	Notes
Hire Full time Fire Chief in 2023	Not complete	
Work on shared services with other depts.	In process	Regular meetings with Long Lake to evaluate opportunity
Conduct a community risk analysis and standard of cover document	Not complete	
Monitor response times using the 90% method	In process	
Monitor response times for ERF for structure fire	In process	
All personnel trained to FF2	92% complete	23 of 25 non-probationary FF are trained to FF2
All officers trained to Officer 2 level	Not complete	0% are trained to this level
Increase training to 3 or 4 times per month and increase ability for outside training	Complete	Training increased to 3 times per month starting in Jan. 2024.
Review job descriptions and update them as needed	Complete	Job descriptions completed
Complete Succession Plan for FD	Complete	2025 Strategic Plan Initiative
Create individual performance plan to help employees gain skills and trainings to develop up into higher roles.	Not complete	
Purchase ladder truck	Complete	Expected delivery early 2026

Funding Source and Budget Impact:

\$191,000 is the estimated cost for salary and benefits and would be paid for from the General Fund.



Job Description

Job Title:	Fire Chief
Department/Division:	Fire Department
Supervisor's Title:	City Manager
Exempt/Non-exempt:	Exempt

Position Objective

Responsible for developing, directing, and providing ongoing leadership and supervision to the Fire Department. The Fire Chief oversees all departmental activities to ensure alignment with the City's policies, mission, vision, and strategic priorities. Duties include maintaining a well-trained and effective team, responding to fires and emergencies, ensuring emergency preparedness, managing fire investigations, maintaining apparatus and equipment, and preparing and managing the departmental budget. Serving as a liaison between City staff and the Fire Department, the Chief provides expert guidance on operational needs, enforces fire codes, develops policies and procedures, and fosters strong relationships with the community, business, and other stakeholders.

Essential Job Functions

- Leads, supervises, and develops staff in a manner that inspires professionalism, strong inter- and intradepartmental communication, teambuilding, and alignment with Wayzata's Core Values by:
 - Fostering a respectful workplace culture and championing diversity and inclusion.
 - Demonstrating inspirational leadership by promoting collaboration at all levels and empowering staff to be innovative decision-makers.
 - Using data and continuous improvement methods to drive employee's work and achieve results.
 - Providing effective management and appropriate supervision, delegation, coaching and training.
 - Developing short- and long-range plans for staff development.
 - Participating in professional organizations and implementing best practices where appropriate.
 - Providing feedback to employees through both formal and informal performance improvement.
- Administer, plan, and evaluate all Fire Department activities, ensuring alignment with City policies, priorities, mission, vision, and strategic plan.
- Provide direction and supervision to Fire Department personnel, including officers and firefighters, ensuring proper delegation and accountability.
- Develop and maintain a well-trained and effective department, overseeing personnel recruitment, development, and performance evaluations.
- Administer and manage training for firefighters and officers, ensuring consistency, effectiveness, and compliance with certification standards.

- Respond to fires and other emergencies, assume command, and delegate responsibilities as needed for effective incident management.
- Oversee the Fire Department's emergency preparedness and management functions, ensuring readiness for a variety of emergency situations.
- Attend community outreach events to maintain and develop positive relationships with residents, businesses, and other governmental entities.
- Maintain accurate fire and emergency incident records and reports, ensuring they are accessible for operations and public inspection.
- Manage and oversee the maintenance of apparatus, equipment, facilities, and supplies related to fire prevention, firefighting, and emergency services.
- Direct fire investigations to analyze causes, determine the value of losses, and implement preventive measures based on findings.
- Prepare and recommend the annual department budget, including capital purchases and facility needs, and ensure all expenditures align with the approved budget.
- Serve as a liaison between City staff and the Fire Department.
- Manage Relief Association business.
- Provide advice, guidance, and expertise to the City Manager regarding the needs of the Department and make recommendations as necessary.
- Develop and implement departmental policies and procedures, gaining approval from the City Manager or Council as appropriate.

Knowledge, Skills, and Abilities

Knowledge:

- Principles and methods of fire suppression, rescue, hazardous materials response, and emergency medical services.
- Fire Department operations, including policies, personnel, and budget management.
- Federal, state, and local laws, codes, and regulations, including fire and building codes.
- OSHA regulations and safety standards.
- National Incident Management System (NIMS) for emergency coordination.

Skills:

- Judgment and decision-making in high-pressure situations.
- Complex problem-solving to address operational and procedural challenges.
- Effective communication, both oral and written, with staff, officials, and the public.
- Interpretation and enforcement of fire codes, including review of building plans.
- Team building and personnel development to maintain a skilled workforce.

Abilities:

- Lead and direct firefighting operations and emergency responses.
- Work calmly under stress and make sound decisions during emergencies.
- Train, supervise, and evaluate personnel for optimal performance.
- Establish effective working relationships with staff, city officials, and the public.
- Work irregular hours including weekends, holidays, and extended hours in emergency, disaster, or other situations due to workload or staffing challenges.
- Qualification as a fire apparatus operator on all Fire Department apparatus

Minimum Qualifications

- Bachelor's Degree in Fire Science Technology, Public or Business Administration with at least five years of paid-on-call fire department experience including increasing responsibility, OR Associate's Degree with seven years of increasingly responsible fire experience,
- At least 5 years supervisory/managerial experience.
- Five years' experience as a qualified fire apparatus operator, including pump operations
- MN State certified Firefighter I and II, Hazardous Materials Operations, and EMR
- Pass a background check and a psychological exam.
- Pass a periodic cardiovascular fitness evaluation, respiratory function test, physical ability evaluation as prescribed by Fire Department Standards.
- Possess a Minnesota driver's license with a good driving record.
- Must live or be willing to relocate to within a 30-minute response time to the Wayzata Fire Station.

Desired Qualifications

- Leadership training courses including but not limited to the Minnesota Board of Firefighter Training and Education (MBFTE) Leadership Development Training Course.
- Experience working with boards, commissions, and/or City Councils.
- Possess EMT-B certification.

Core Values

- Excellence
- Responsiveness
- Teamwork
- Friendliness

Physical Demands of the Work Environment

- Ability to work in all weather conditions, including extreme heat (over 500 degrees Fahrenheit), cold (below 0 Fahrenheit), humidity, and various types of precipitation.
- Ability to lift, carry, and drag objects or equipment weighing 115 pounds or more.
- Ability to wear personal protective gear weighing approximately 55 pounds while performing duties in extreme conditions.
- Ability to operate in environments with high noise, poor visibility, confined spaces, or at heights.
- Ability to use both manual and power tools during firefighting and rescue operations.
- Ability to climb, balance, stoop, kneel, crouch, and crawl on slippery, hazardous surfaces such as rooftops or ladders.
- Ability to drive a command vehicle at high speeds in emergency situations and remain focused under stressful conditions.
- Work in a IDLH environment, including toxic smoke, fumes, chemicals, pathogens, or potential for electrical shock or toxic exposure, while wearing proper personal protective equipment (PPE).
- Ability to alternate between office work (sitting/standing at a computer) and physically demanding fieldwork in emergency situations.
- Ability to successfully pass the Wayzata Fire Department Physical Agility Test.

Fire Department Succession Plan

Succession planning is an intentional process for keeping talent in the pipeline through preparation, not pre-selection. As competition for talent increases and employee tenure in key roles increases, it becomes crucial for the City to plan for how critical knowledge, skills, and abilities (SKA's) will be shared with the next generation of workers. In short - succession planning is used to anticipate the future needs of the organization and assist in finding, assessing, and developing the human capital necessary to the strategy of the organization. ¹

In January of 2025, the City began succession planning for the Fire Department. The analysis and data in the pages below are reflective of information gathered at that time. To ensure the succession remains relevant, the data and analysis should be updated annually or biannually to reflect the current status of the department.

2025 Update

Members:

At the beginning of 2023, the Fire Department was staffed with 20 members, 6 members were added in 2023, and 3 more were added in 2024 bringing the department up to 29 members, one away from meeting the current FD staffing goal.

Pay Increases:

Every few years, the City conducts a market study of Firefighter compensation to determine what adjustments are necessary to remain competitive. The results of the previous market study from 2023 and two-year pay adjustment plan from 2024-2025 are included below.

Position	2023	2024	2025
Probationary Firefighter	\$12.50/hour	\$14.00/hour	\$15.50/hour
Firefighter	\$14.50/hour	\$16.00/hour	\$17.50/hour
Lieutenant Stipend	\$1,000/year	\$1,350/year	\$1,725/year
Captain Stipend	\$1,000/year	\$1,775/year	\$2,575/year
Asst. Chief Stipend	\$3,500/year	\$4,400/year	\$5,500/year
Chief Stipend	\$9,200/year	\$14,120/year	\$18,910/year

¹ CPS quoting National Academy of Public Administration. May 2000. Building Successful Organizations: A Guide to Strategic Workforce Planning: www.napawash.org/publicationshtml
Fire Department 2025 Succession Plan

Full Time Chief:

Each year since 2021, the Fire Department has formally requested the inclusion of a Full-Time Fire Chief position. The need for this position was first identified in a 2017 City-Wide Organizational Study and confirmed in a 2021 Fire-Department Organizational Study. Some specific needs for the position that have been presented in Long-Term Staffing Plan workshops for the last four years include but are not limited to:

- Reliance on the current Chief's availability and interest in serving about 20+ hours per week to meet the bare minimum of Fire Department responsibilities. This is not sustainable long-term, and the City is unlikely to find this flexibility and ability in another part-time candidate.
- One of the few remaining Fire Department's in the metro with no full-time staff.
- Inability to implement recommendations from 2021 Organizational Study due to lack of capacity.

Working Together:

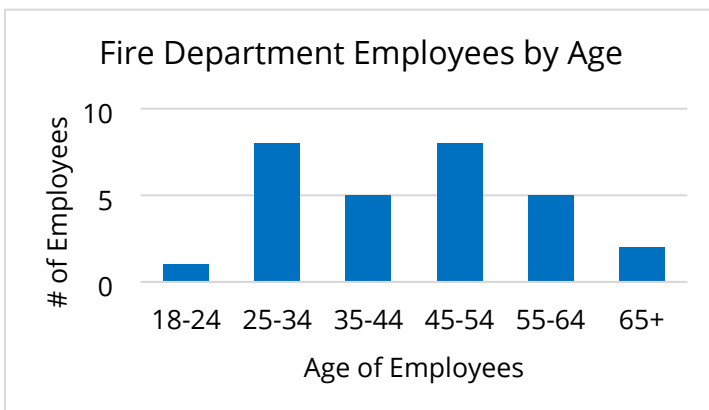
Over the past two years, Wayzata has been meeting with Long Lake Fire to evaluate additional opportunities to work together. Quite a bit of this is being done already through Mutual Aid agreements but there could be more opportunities for sharing services and equipment in the future as the nearby fire services landscape evolves.

Fire Department Employee Statistics

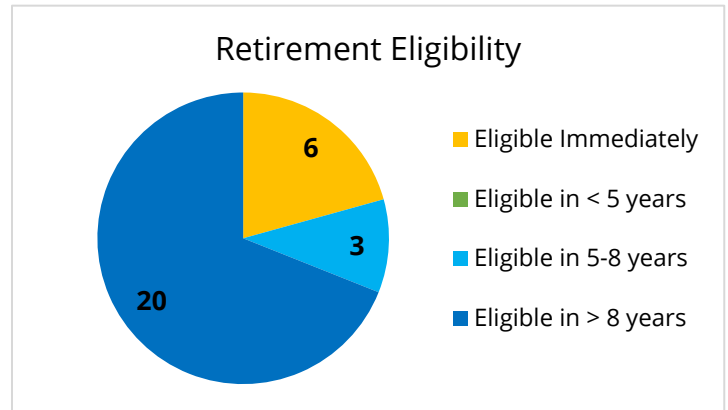
Employees were placed into three categories based on retirement eligibility:

Retirement-eligible in: Immediately, within 5 – 8 years, and more than 8 years based on the current vesting schedule in the Pension Plan. Full vesting in the Pension Plan is after 20 years of service which is independent from age. However, age may be a factor in some people choosing to retire prior to reaching 20 years of service.

Total Number of Employees	29
Average Age	44
Percentage of retirement eligible employees immediately	20%
Percentage of retirement eligible employees in 5–8 years	10%
Percentage of retirement eligible employees in > 8 years	69%



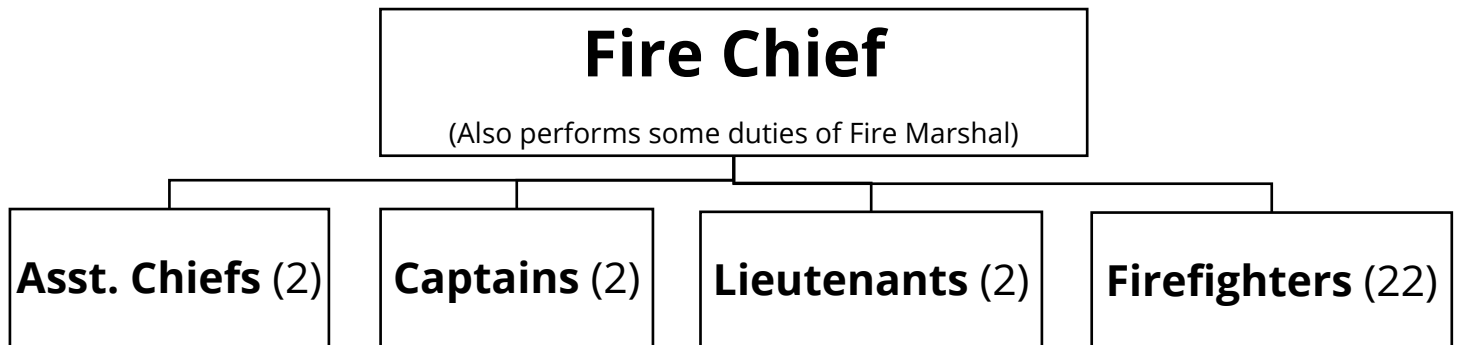
Fire Department 2025 Succession Plan



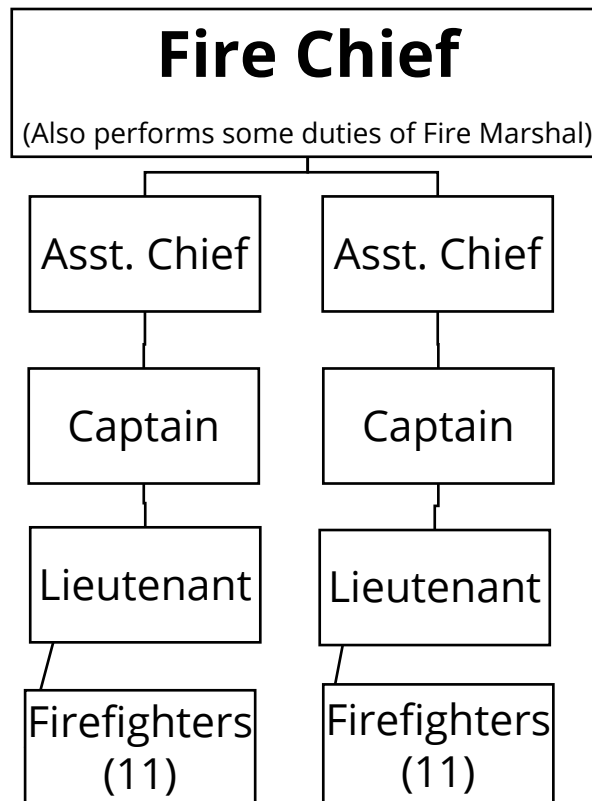
Retirement Eligibility for Key Positions

Job Title	Retirement Eligible in Years*
Fire Chief	Immediately
Assistant Chief (2)	Immediately
Captains (2)	Immediately
Lieutenant (1)	5 – 8 Years

Organizational Chart (Current)



Organizational Chart (Desired)



Key Position Competency, SKA, and Bench Strength Analyses

Fire Chief (current- part-time)

Eligibility for Retirement	Immediately
Minimum Qualifications	• 8 yrs as member of the fire service and in good standing at time of appointment • 6 yrs experience serving as a Fire Officer level of Captain or higher • MN State Firefighter I & II, Hazardous Materials Operations and EMR Certified. • Department certified Motor Operator • Pass a background check and a psychological exam. • Pass periodic cardiovascular fitness evaluation, respiratory test, physical ability evaluation, as prescribe by Fire Department Standards. • Possess a Minnesota drivers license with a good driving record. • Must live within 10-minute response time to Wayzata Fire Station.
Desired Qualifications	• Leadership training courses including but not limited to the Minnesota Board of Firefighter Training and Education (MBFTE) Leadership Development Training Course.
Other Competencies or Skills, Knowledge and Abilities Needed	Ability to lead a department through the organization's values while managing strategic initiatives.
Internal Employees Ready Now	Assistant Chiefs and Captains. Note that all of these individuals are also immediately eligible for retirement.
Internal Employees Ready within 1 year	None
Internal Employees Ready within 3-5 years	Lieutenant
Existing Gaps Needing to be Filled	Leadership development and years of experience as an officer.

Fire Chief (request for future - full-time)

Eligibility for Retirement	Immediately
Minimum Qualifications	• Bachelor's Degree in Fire Science Technology, Public or Business Administration with at least five years of paid on call fire department experience including increasing responsibility. OR Associates Degree with seven years of increasingly responsible fire experience. • At least five years supervisory/managerial experience • Five years' experience as a qualified fire apparatus operator, including pump operations • MN State Firefighter I & II, Hazardous Materials Operations and EMR Certified. • Pass a background check and a psychological exam. • Pass periodic cardiovascular fitness evaluation, respiratory test, physical ability evaluation, as prescribe by Fire Department Standards. • Possess a Minnesota drivers license with a good driving record. • Must live, or be willing to relocate to within 30-minute response time to Wayzata Fire Station.
Desired Qualifications	• Leadership training courses including but not limited to the Minnesota Board of Firefighter Training and Education (MBFTE) Leadership Development Training Course. • Experience working with boards, commissions, and/or City Councils. • Possess a EMT-B certification.
Other Competencies or Skills, Knowledge and Abilities Needed	Ability to lead a department through the organization's values while managing strategic initiatives.
Internal Employees Ready Now	None
Internal Employees Ready within 1 year	None
Internal Employees Ready within 2-5 years	None
Existing Gaps Needing to be Filled	Degree, years of experience, and leadership training

Assistant Chief

Eligibility for Retirement	Immediately
Minimum Qualifications	• 6 years as a member of the Fire Service and is in good standing at time of appointment • 2 years experience serving as a Fire Officer level of Captain or higher • MN State certified Firefighter I and II, Hazardous Materials Operations, and EMR • Fire Department Certified Motor Operator • Must pass required background check, periodic cardiovascular fitness evaluation, respiratory function test, and physical ability evaluation as prescribed by Fire Department Standards • Valid Minnesota driver's license with a good driving record
Desired Qualifications	• Leadership training courses including but not limited to the MBFTE's Leadership Development Training Course
Other Competencies or Skills, Knowledge and Abilities Needed	Possess strong leadership, supervision, and communication skills, along with the ability to remain calm under pressure and work collaboratively with various stakeholders. The role also demands familiarity with the local geography, proficiency in operating emergency equipment, and the flexibility to work irregular hours during emergencies.
Internal Employees Ready Now	Both Captains, but note they are also immediately eligible for retirement.
Internal Employees Ready within 1 year	None
Internal Employees Ready within 2-5 years	Lieutenant
Existing Gaps Needing to be Filled	Leadership development and years of experience as an officer.

Captain

Eligibility for Retirement	Immediately
Minimum Qualifications	• 4 years as a member of the Fire Service and is in good standing at time of appointment • 2 years' experience serving as a Fire Officer level of Lieutenant or higher • MN State certified Firefighter I and II, Hazardous Materials Operations, and EMR • Fire Department certified Motor Operator • Must pass required background check, periodic cardiovascular fitness evaluation, respiratory function test, and physical ability evaluation as prescribed by Fire Department Standards • Valid Minnesota driver's license with a good driving record
Desired Qualifications	N/A
Other Competencies or Skills, Knowledge and Abilities Needed	Familiarity with the city's geography and the ability to operate emergency vehicles and equipment are essential. The position also demands sound judgment under pressure and the flexibility to work irregular and extended hours during emergencies.
Internal Employees Ready Now	None that aren't already in higher-level officer positions that are also immediately eligible for retirement.
Internal Employees Ready within 1 year	None
Internal Employees Ready within 2-5 years	Lieutenant
Existing Gaps Needing to be Filled	Leadership development and years of experience as an officer.

Next Steps and Implementation

1. Filling vacant Lieutenant position
2. Filling a Full-Time Fire Chief position for 2026
3. Initiate Fire Officer classes for all interested once per year
4. Identify leadership training and delegation opportunities for existing officers particularly as it relates to communications and community engagement.

Appendix A.
Employee Tenure and Retirement Eligibility by Position

Job Title	Years in Position	Years in Department	Retirement Eligibility
Fire Officers			
Fire Chief	20	46	Immediate
Assistant Chief	20	42	Immediate
Assistant Chief	15	38	Immediate
Captain	5	26	Immediate
Captain	5	21	Immediate
Lieutenant	5	14	5-8 years
Lieutenant (vacant)			
Firefighters			
Firefighter	21	21	Immediate
Firefighter	13	13	5-8 years
Firefighter	12	12	5-8 years
Firefighter	8	8	> 8 years
Firefighter	7	7	> 8 years
Firefighter	7	7	> 8 years
Firefighter	6	6	> 8 years
Firefighter	6	6	> 8 years
Firefighter	6	6	> 8 years
Firefighter	6	6	> 8 years
Firefighter	6	6	> 8 years
Firefighter	5	5	> 8 years
Firefighter	3	3	> 8 years
Firefighter	2	2	> 8 years
Firefighter	2	2	> 8 years
Firefighter	2	2	> 8 years
Firefighter	1	1	> 8 years
Firefighter	1	1	> 8 years
Firefighter	1	1	> 8 years
Firefighter	1	1	> 8 years
Firefighter	1	1	> 8 years
Firefighter	1	1	> 8 years
Firefighter	1	1	> 8 years

Note: Data from April 2025

Position Requisition Form

Position Title	Police Officer	Department	Police
Requested By	Jamie Baker, Interim Police Chief	Approved By	Jeff Dahl, City Manager
Date Needed	2026		

Summary of Job Duties:

Responsible for enforcing laws/ordinances, preventing crime, addressing public safety concerns and providing assistance, arresting offenders, investigating crimes, and protecting life and property.

Summary of Need/Rationale:

- **Recruitment and training is more difficult and is taking longer**

Recruitment of Police Officers is becoming more difficult due to local and national trends of declining interest in the profession. While Wayzata has not faced vacancies to the same extent as others, we are in a perpetual cycle of recruitment, and that recruitment is taking about twice as long as it used to. Specifically, prior to 2023, on average it took the City less than 2 months to fill an opening. Since 2023 it now takes about 4.5 months to fill an opening for a Police Officer position.

In addition to the slowing of recruitment, we are also experiencing onboarding and training new officers once hired is taking longer. While traditionally the Field Training Program took about 3 months, it is now very common that newer officers need about 4-6 months to complete their field training and be cleared to work on their own. The impact of recruitment and training slowing compound one another and put briefly, once an officer leaves the department, it takes about 8-10 months before their spot on the schedule can be filled.

- **Investment and responsiveness to the CSO pipeline growing in importance**

Many agencies, including the Wayzata Police Department, are actively investing in Community Service Officer (CSO) programs. These programs not only strengthen community engagement but also serve as a vital recruitment pipeline for future police officers.

At Wayzata, our current CSO candidates generally have between six months and two years of college to be completed. By hiring, training, mentoring, and coaching these individuals, we are preparing them for a smoother and more efficient transition into full-time police officer roles within our department. The typical time to onboard a CSO—including hiring, background checks, and training—is approximately four months.

When a CSO is employed with our department while pursuing their college degree, the city is making a substantial investment in their development. If the Wayzata Police Department is at the authorized 18-officer level when a CSO completes their degree, these trained and mentored individuals leave for other agencies to become a licensed officer, and that investment is lost.

Given this timeline and investment involved in hiring new officers, this request would allow the Police Department to temporarily staff above the authorized 18-officer level if we have a qualified CSO who has completed their education and the hiring process for a police officer. This would allow us to retain top talent already invested in by the City and ensure operational continuity. Then if turnover was experienced, the City would not have to immediately hire for a position and could maintain the staffing level back at 18-officers.

Funding Source and Budget Impact:

\$141,000 is the estimated cost for salary and benefits and would be paid for from the General Fund.

Positions Requested for Inclusion in Future Budgets

Position Requisition Form

Position Title	IT Manager	Department	Administration
Requested By	Aurora Yager, Deputy City Manager	Approved By	Jeff Dahl, City Manager
Date Needed	2027		

Summary of Job Duties:

Manages the overall City's IT network and systems, provides technical user support, technical upgrades, network management, and long-term planning for IT.

Summary of Need/Rationale:

- **Increasing cybersecurity is necessary to protect the City**

More than ever, City operations and services are conducted and dependent on technology. At the same time, cybercrimes are on the rise. The League of Minnesota Cities Insurance Trust has had 19 claims related to cybersecurity threats, with claims ranging from \$4,000-\$1.36 million. According to a March 2023 article from the League of Minnesota Cities, "it is no longer sufficient for city leaders to delegate their community's technology matters to contract provider or department-level staff." Internal IT is needed to be more proactive and ensure we are good stewards of our technological assets and ensure the cybersecurity of our critical infrastructure such as our water treatment plant and internal network.

- **Current IT setup not meeting internal needs**

The City contracts managed IT services with Loffler and the Public Works Director and Deputy City Manager serve as their main staff contacts. This arrangement is reactive and relies mainly on the PW Director to coordinate IT projects and help troubleshoot with staff, which is not the best use of his resources and slows down projects. Additionally, there are growing IT needs in the Police Department that the Chief is currently managing (TAC, IT audits, etc.) which takes away from her time on other PD matters and these tasks are best be delegated to someone with IT expertise anyway.

In general, lack of internal IT support makes resolving IT issues more difficult, inefficient, and more frustrating for all involved. Over the last few years, several employees included the lack of IT support as a problem in their annual reviews and in the employee survey. In 2024 about 26% of respondents mentioned that they needed better IT support, technology, and technology training to succeed in their current role. In 2025, employees ratings that they have the adequate tools and technology reached an all time low with only 62% agreeing with that statement. It is a growing requirement of the modern workplace and the gap continues to grow in Wayzata.

Other small cities like Victoria, who in recent years hired internal IT reported the positive impacts such as increasing their efficiency, security, and implementing both time-saving and cost-saving measures.

- **Cybersecurity improvements – delayed and at extra cost**

In July of 2022 the City completed a cybersecurity study that identified several areas of improvement. Notably the report recommended that the City create a full-time IT position to oversee our IT security, manage third party services, and help implement the other report recommendations. Due to the lack of internal IT capacity, implementing recommendations from that study stalled.

In 2025, the Council supported additional financial resources for cybersecurity consultants to address this need. This is on top of the monthly costs for our IT managed service contracts. A full breakdown of the City's IT costs is provided below.

Service/Scope	Monthly Cost	Annualized Cost
Managed Service – Police	\$3,149	\$37,788
Managed Service – All other	\$6,456	\$77,472
Cybersecurity – City	\$1,850	\$22,200
Total	\$11,455	\$137,460

Even with the high cost, Loffler charges additional fees for project related work to upgrade equipment, replace computers etc. Without any internal capacity for these tasks, the City pays a premium and arguably gets nickel and dimed for our IT needs.

Funding Source and Budget Impact:

\$160,000 is the estimated cost for salary and benefits and would be paid for primarily from the General Fund with other enterprises covering some of the costs. Future cost savings are likely by reducing our contract/reliance with managed service providers when this position is fully onboarded.

Staff have started to approach other Lake Minnetonka cities to evaluate opportunities for shared services for IT support as an alternative service model. While there is interest, there is not currently enough details and interest fleshed out to propose any sort of recommended arrangement. Sharing services with another City would likely result in some cost savings but likely additional and different investment is needed.



City Council Workshop City Council Agenda Report

MEETING DATE: May 20, 2025	WORKSHOP AGENDA ITEM: 2
TITLE: Review and Discussion of Draft City Operations Resilience Plan (5:45-6:15 p.m.)	
PREPARED BY: Nick Kieser, Parks and Environment Planner	
REVIEWED BY: Jeffrey Dahl, City Manager	

DISCUSSION OBJECTIVE:

To review the draft City Operations Resilience Plan and provide feedback.

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

Sustain Community Character and Safety

The proposed grant scope is focused on creating a more resilient and adaptable community.

BACKGROUND:

The 2024 Energy and Environment (E&E) Committee Work Plan included the initiation of research to develop a Climate/Resilience Action Plan. The 2025 Work Plan further identifies the goal of completing and approving the City Operations Resilience Plan (CORP). During the City Council workshop held on February 6, 2024, with Chair Lindelof, the Council provided direction that the action plan should focus specifically on City operations and management, rather than adopting a broader, community-wide scope. This targeted approach is intended to position the City as a leader in sustainability while first ensuring the resilience of municipal operations before expanding initiatives to the community at large.

In line with this directive, on April 24, 2024, the City Council authorized staff to submit a grant application to the Minnesota Pollution Control Agency (MPCA) to support the development of the CORP. Subsequently, on December 3, 2024, the Council approved a Professional Services Agreement with LHB, based on the recommendation of the E&E Committee, to develop the Plan. Since that time, staff has collaborated with LHB and the E&E Committee to prepare the draft CORP.

The attached draft CORP includes the following sections:

- Climate Vulnerability Assessment
- Greenhouse Gas Inventory (Community-Wide and City Operations)
- Proposed Strategies and Actions

Staff worked closely with LHB to compile and analyze data specific to City operations, which has been incorporated into the CORP. This data informed the development of the proposed strategies and actions outlined in the Plan. As detailed in the Plan, a staff resilience group would be established to guide the selection and prioritization of strategies and actions on an annual basis. This process is designed to ensure efficient and practical implementation, taking into account staff capacity, available resources, and alignment with Council priorities.

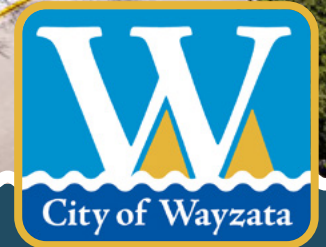
The draft CORP is attached for Council review. Representatives from the E&E Committee, City staff, and LHB will be present at the upcoming workshop to present and discuss the Plan in detail.

An updated draft CORP, reflecting any feedback from the workshop, would then planned to be presented at the June 17 Council meeting for final approval. Note that the MPCA grant deadline is June 30, 2025, and the Plan must be finalized prior to that date.

ATTACHMENTS:

1. Draft City Operations Resilience Plan

DRAFT



City Operations Resilience Plan

City of Wayzata

May 2025

Acknowledgments

This plan was the result of a collaborative effort driven by the City's Planning Department. The process engaged elected officials, the Energy & Environment Committee, and various City Departments to ensure proposed strategies and actions are relevant and implementable. The following individuals contributed to this plan's success:

Elected Officials

Andrew Mullin, *Mayor*

Jeff Parkhill, *City Council Member*

Alex Plechash, *City Council Member*

Molly MacDonald, *City Council Member*

Ken Sorensen, *City Council Member*

City Staff

Nick Kieser, *Parks & Environment Planner*

Bennett Myhran, *City Forester*

Mike Kelly, *Director of Public Works/City Engineer*

Jen Schumann, *Assistant City Engineer*

Jamie Baker, *Deputy Police Chief*

Kevin Klapprich, *Fire Chief*

Kurt Klapprich, *Parks Lead Worker*

Energy & Environment Committee

Lauren Lindelof, *Chair*

KC Chermak

Dr. Edmund Chute

Meaghan Yorro

David Ferri

David Kirkland

Ava McNanley

Prepared for the City of Wayzata by:



Contents

01 / Introduction	1
02 / Climate Vulnerability Assessment	2
Climate Projections.....	2
People	3
Land Use.....	4
Land Cover & Surface Temperature	5
Flooding	6
Publicly-Owned Assets	7
Existing Policies, Programs, & Plans	11
03 / Greenhouse Gas Emissions.....	12
Community-Wide Greenhouse Gas Inventory	12
City Operations Greenhouse Gas Inventory	15
04 / Strategies & Actions.....	16
Resilient City Operations	17
Supporting Community Resilience	21



01 / Introduction

The City of Wayzata is built on a foundation of stewardship—they are stewards of residents' well-being, of fiscal responsibility, of a remaining tract of Big Woods, of Lake Minnetonka, and of the other assets and amenities that make it a unique and wonderful community. Stewardship requires foresight and planning in the face of change, and changing weather patterns are clearly an area of change that places those assets and amenities at risk.

Therefore, in the fall of 2024, the City secured a Local Climate Action grant funded by the Minnesota Pollution Control Agency (MCPA) to create a City Operations Resilience Plan. This plan will serve as an actionable and comprehensive guide for how the City can increase the resilience of its operations in the face of a changing climate. According to the Urban Land Institute, resilience is the ability of people and their communities to anticipate, accommodate, and positively adapt to or thrive amidst changing climate conditions and hazard events.

This plan first describes the current state of resilience-related risk within the City, including demographics, infrastructure, ecological conditions, and other contributing factors. It then builds on resilience-related efforts in a variety of other City plans, including the Comprehensive Plan, Park and Recreation System Plan, Panoway Plan, and others. It also incorporates feedback from stakeholder engagement, including three meetings with City staff to review strategies and one meeting with the City's Energy & Environment Committee to review strategies and actions.

The resulting strategies and actions are focused specifically on things the City can control: their own buildings, properties, fleets, staff, etc., along with things they can directly influence through education, policies, and partnerships. By proactively addressing the risks of climate change, the City is preparing to continue their stewardship of this community for generations to come.

02 / Climate Vulnerability Assessment

In order to effectively plan for a resilient future, it is important to understand the current state of Wayzata. This section outlines projected climate conditions, inventories the City's existing conditions, and overviews existing programs, policies, and initiatives already in place that are relevant to this resilience plan. Together, this information provides an overview of the City's current vulnerability to changing climate conditions and potential hazards, and acts as a foundation for the strategies outlined in future sections.

Climate Projections

According to the Minnesota DNR, our state's average temperatures have increased by nearly 3°F since 1895, while precipitation has increased by an average of 3.4 inches in that same timeframe. The majority of this change has occurred over the past several decades, with the top ten warmest and wettest years on record all occurring since 1996, and projections indicate these trends will continue into the future.

By the mid-century (2040-2059) Wayzata can expect to experience wetter springs, drier summers, with an increased chance for hotter temperatures and extreme storm events year-round. Annual average temperatures throughout the entire seven-county metro area are set to increase between 3.5-4.5°F over the next 15-30 years. As shown in [Figure 01.1](#) and [Figure 01.2](#), Wayzata is projected to receive an additional 1.0-1.4 inches of precipitation in spring months, while summers will be more prone to drought and are projected to lose 1.5-0.9 inches of precipitation. These projected changes can result in unsafe outdoor temperatures, poor air quality, flash flooding, and low water levels, which will impact the health and safety of people, alter ecosystems, affect outdoor activities like fishing, boating, and winter sports, and strain infrastructure and building energy systems.

Figure 01.1 Difference in projected spring precipitation by mid-century from historic simulation*

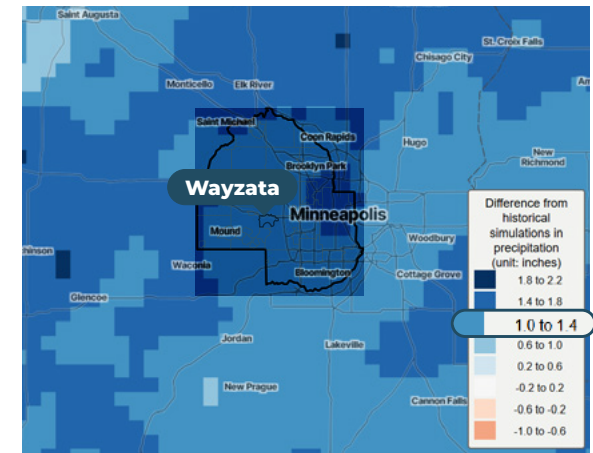
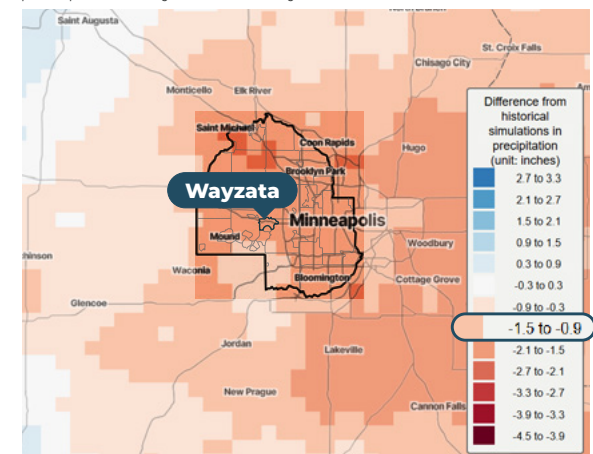
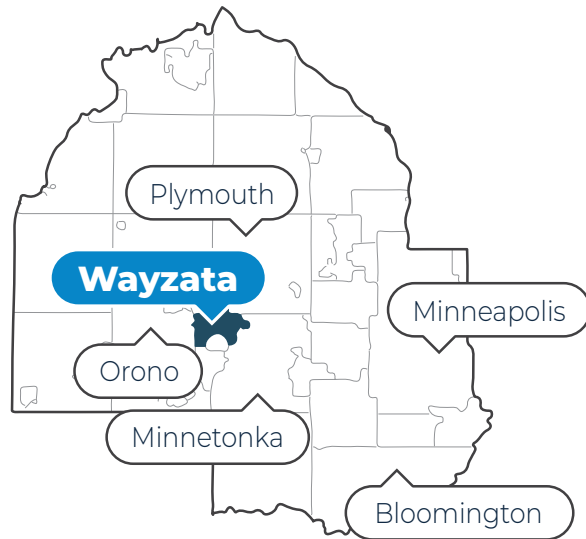


Figure 01.2 Difference in projected summer precipitation by mid-century from historic simulations*

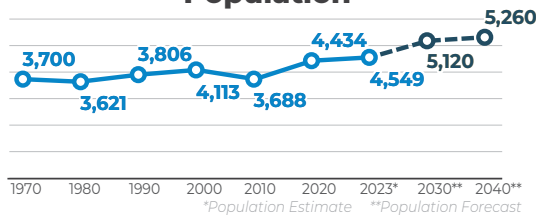


* Source: Minnesota CliMAT using an intermediate emissions SSP 245 scenario

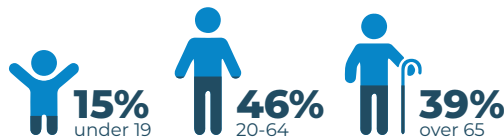
Figure 02.1 Wayzata Demographic Overview (Data source: United States Census Bureau 2023 American Community Survey & Decennial Census)



Population



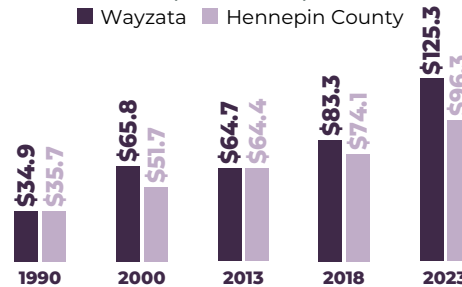
Age Distribution



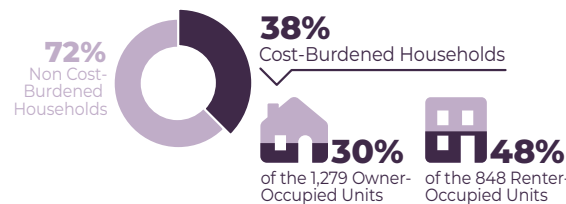
Top Employment Industries



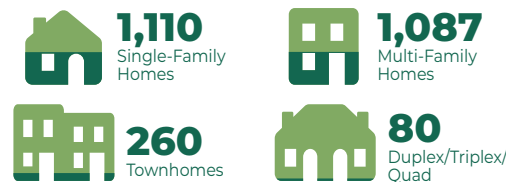
Median Income (in \$000s)



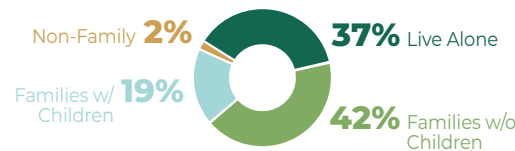
Cost-Burdened Households



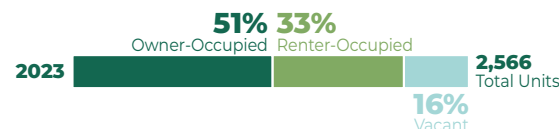
Housing Types



Household Type



Household Tenure



People

While this study is focused on the resilience of city operations and facilities, it is important to look at the people these amenities are serving to ensure adopted strategies are targeting the groups that need them most.

The demographics of a community are closely tied to its climate vulnerability, as not all populations are able to respond or adapt to climate changes or extremes as easily as others. For example, residents who rent their home have less control over home's heating or cooling systems and might not have direct access to AC during an extreme heat event. While Wayzata's 2023 median household income (\$125,300) was significantly higher than Hennepin County's median of \$96,300, almost 40% of households were still considered to be "cost-burdened" (MN Compass). A household is considered cost-burdened when more than 30% of their monthly income is spent on housing costs (i.e. rent or mortgage, utilities, etc.). Of Wayzata's cost-burdened households, 31% were owner-occupied while almost 48% of cost-burdened households were occupied by renters.

Age is an important demographic factor to consider when looking at climate vulnerability in Wayzata, with almost 40% of the population reporting as 65 or older according to the 2023 American Community Survey. Of residents over 65, over 50% reported living with some type of disability and just over 12% reported living alone. Both factors further increase vulnerability to extreme climate events.

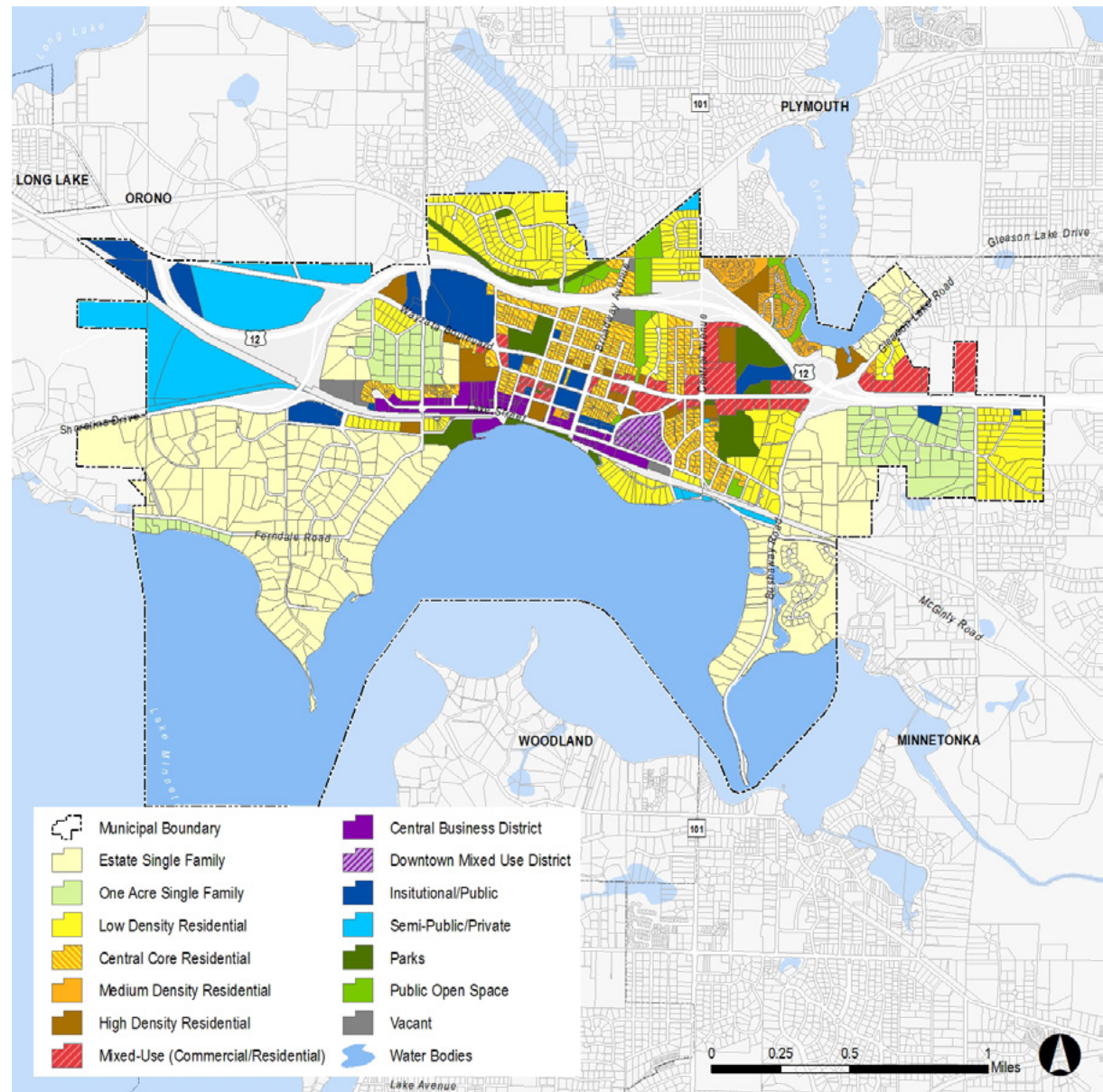
According to the EPA, older adults can be more vulnerable to climate change and its associated health impacts due to their limited mobility, bodily response to heat, increased likelihood of health conditions, compromised immune systems, and dependence on others for medical care and assistance.

Land Use

Over 40% of Wayzata's city limits is comprised of open water, a fact that is heavily reflected in the City's identity as a lakeside village. Of land that is not submerged, the majority is used by low density residential (51.8%), while over 16% of land area is dedicated to the City's downtown business, downtown mixed use, and central core residential uses. Wetlands compose a significant amount of land area across all land uses, and are an important consideration for development, stormwater runoff, and ecological protection.

Looking forward, the future land use outlined in the 2040 Comprehensive Plan includes only slight modifications to existing land uses that increase density and reinforce Wayzata's downtown core.

Figure 02.2 Existing Land Use



Land Cover & Surface Temperature

An area's land cover can greatly affect how it feels to be in that space on a hot day – especially for members of the community who are more vulnerable to extreme temperatures. There are two larger categories that land cover can be grouped into as it relates to the associated surface temperature: heat generating and heat abating. Heat generating land covers contribute to hotter temperatures at the surface level, and include primarily human-made structures and hardscapes, such as buildings, pavements, and bare soils which are shown in grays and browns on [Figure 02.3](#). Heat abating land covers help cool surface temperatures and are primarily composed of natural features like trees, wetlands, and lakes. These land covers are shown as greens and blues in [Figure 02.3](#).

[Figure 02.4](#) shows how land cover translates directly into land surface temperature. Taken on a June day in 2022, this graphic illustrates how areas with less vegetation and more pavement are exceedingly hotter at the surface level. Much of the hottest land in the city is along major roadways, but it is also notable that Wayzata's downtown and adjacent lakeshore area were measured to be just as hot as the transportation corridors. Understanding where Wayzata's hottest areas are can help the city make targeted decisions when determining how to implement resiliency strategies that will make the largest impact.

Figure 02.3 Land Cover (2015)

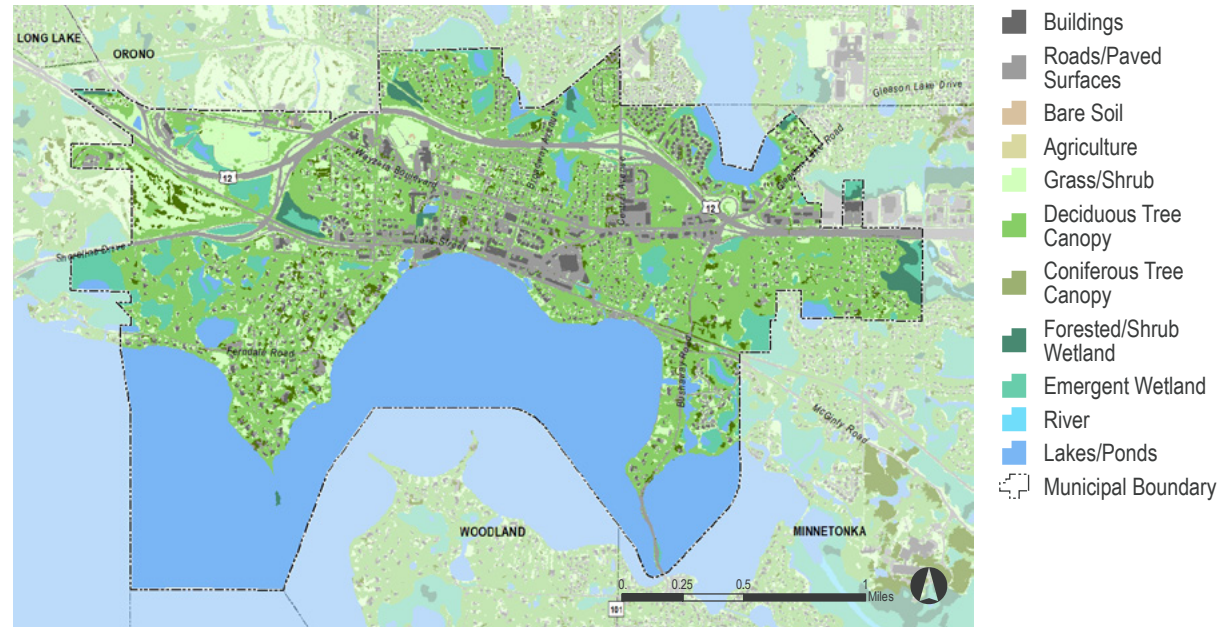
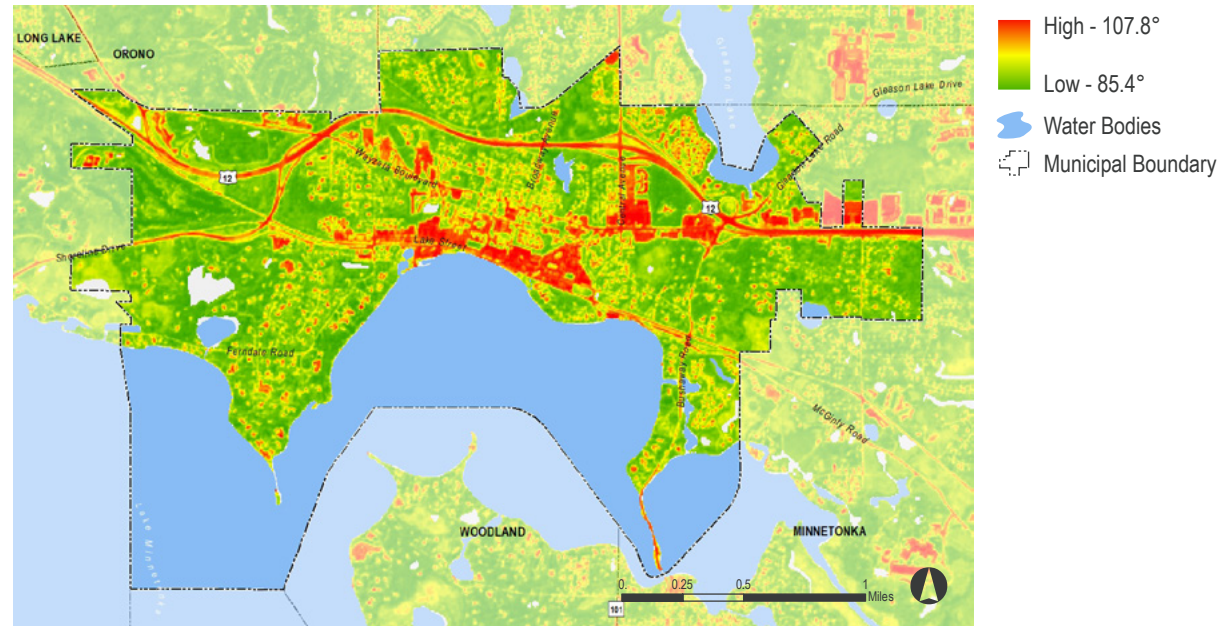


Figure 02.4 Land Surface Temperature (June 2022)



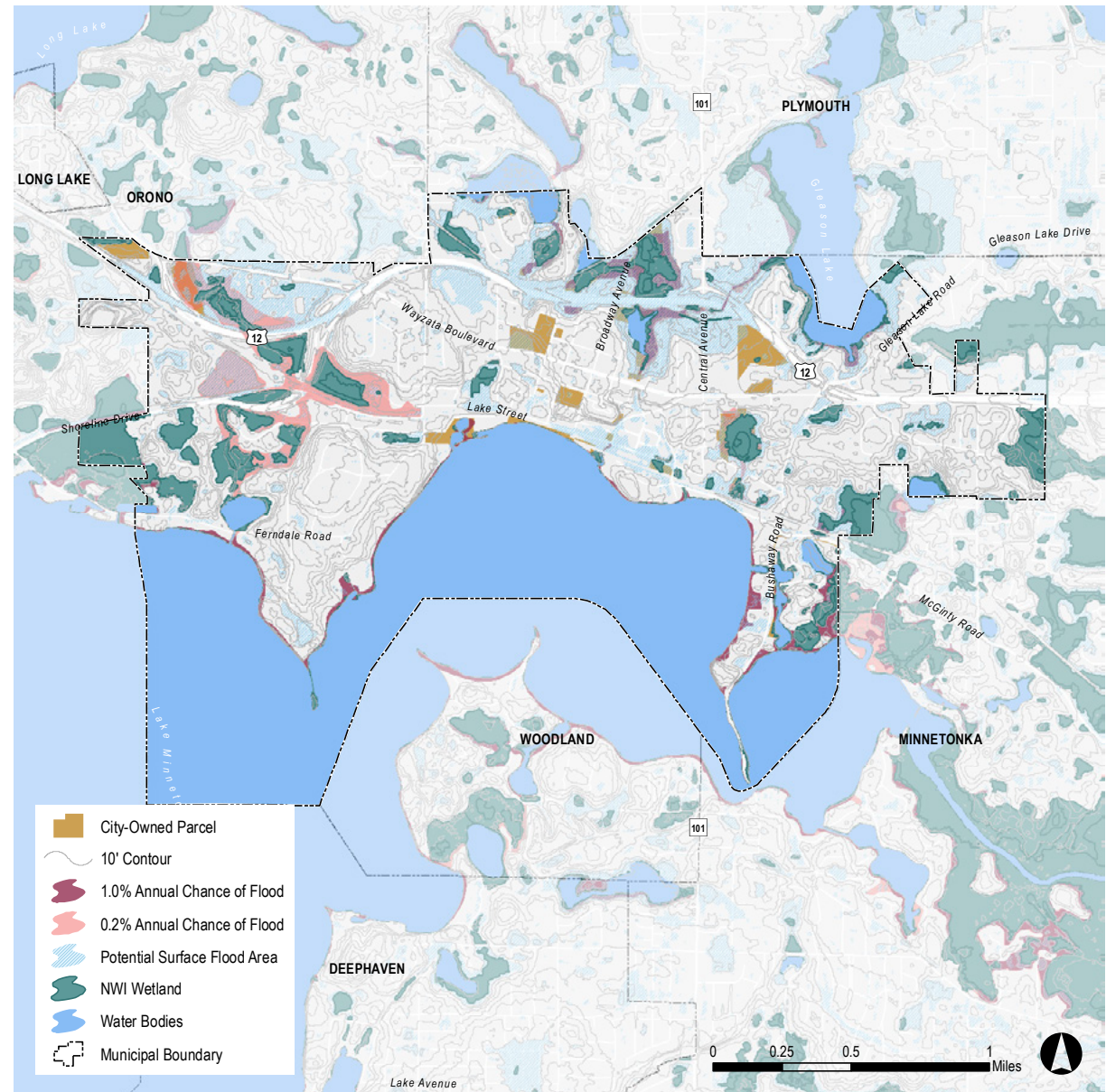
Flooding

As previously noted, much of Wayzata is already considered to be lake and/or wetland, including several stormwater management areas that are owned by the City, but primarily function as stormwater storage areas. During precipitation events, which are projected to increase in frequency seasonally and in severity year-round, other areas that are prone to flooding may be increasingly at risk.

The 100-year and 500-year flood plains represent 1.0% and 0.2% annual chances of flooding respectively. The majority of land within the floodplain is along the shores of Lake Minnetonka and in and around the City's wetland and drainage areas as shown in [Figure 02.5](#). Areas noted as "Potential Surface Flood Area" are low points identified by localized flood mapping for climate vulnerability established by Metropolitan Council using LiDAR data from spring and fall of 2011. They are not definitive flooding locations, but rather areas where flooding may occur due to surface elevation. Land use, soil type, stormwater infrastructure, and other factors determine if areas will in fact become inundated during rainfall, as well as how long that inundation period will span.

The Panoway Project along Lake Minnetonka's north shore includes significant efforts to restore the shoreline's native ecological function, which would help abate flood risks in that zone. Historically, the east end of downtown would experience surface flooding, but innovative

Figure 02.5 Flood Vulnerability



stormwater management practices implemented as part of the Promenade project have reduced that issue. Similar interventions throughout the rest of Wayzata's downtown could assist in remediating the risk of surface flooding. The public works site also appears as if it is susceptible to surface flooding, but recent filling operations have reduced water issues and protect the outdoor storage areas.

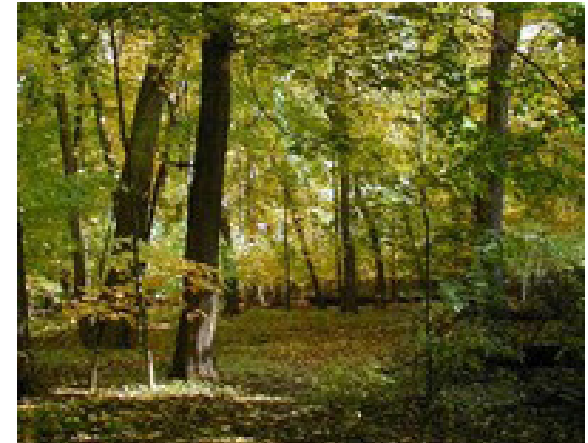
Publicly-Owned Assets

Land

Over 96 acres are owned by the City of Wayzata across its facilities, parks and open space, cemetery, and drainage areas. Those areas include:

- + **City Hall:** this property contains the City's civic campus: city hall, fire station, police department, county library, and the children's garden. It is located on the site of the City's original Public Square, a hilltop overlooking Wayzata's downtown.
- + **Big Woods Preserve:** a large park with an important remnant of "big woods," a forest habitat that was typical in this area pre-European settlement. This forest is prone to climate impacts, especially invasive species, disease, drought, blow-down events, and others.
- + **Klapprich Park & Bell Courts:** located in the City's center, this park is highly programmed across all seasons with various athletic facilities and open spaces. The City's water tower and water treatment facility are located on site.
- + **Wayzata Beach & Shaver Park:** a very popular facility, especially in the summer months due to the swimming beach and season concession stand. Shaver Park is west of the beach and contains the historic Trapper's Cabin, as well as a trailhead for the Dakota Rail Regional Trail, which runs from Wayzata to St Bonifacius.
- + **Nature Center:** a natural park and trail area that originally contained informal and boardwalk pathways that have since been closed to the public due to maintenance and access issues. This area is very important for stormwater management, intercepting runoff before it enters Lake Minnetonka.
- + **Margaret Circle Park:** on the north side of Wayzata, this smaller park has a neighborhood field that is flooded in the winter months for ice skating.
- + **Heritage Park:** well-connected to downtown and public transit, this small park is the venue for many annual community gatherings.

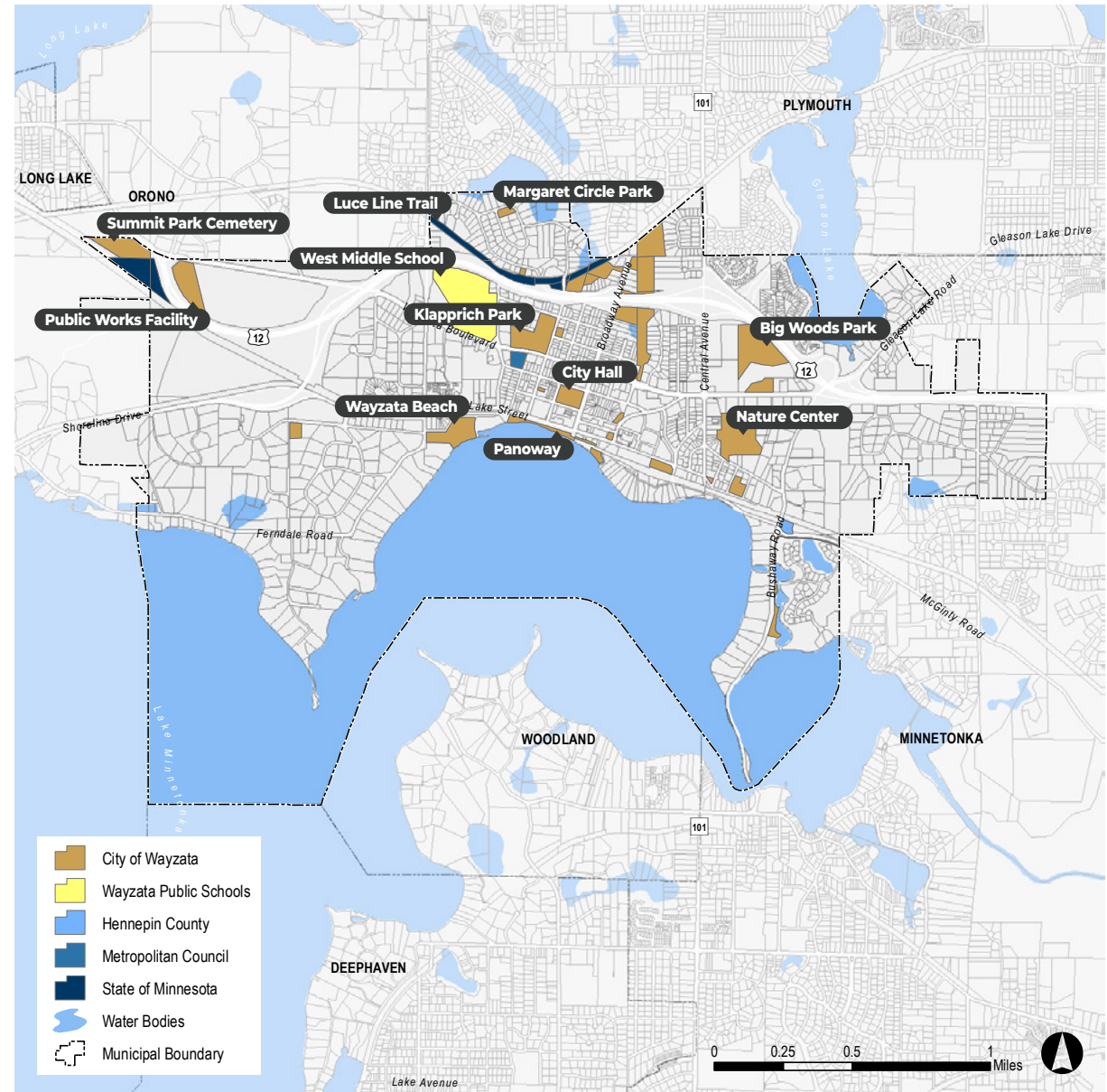
Other areas, identified by the Hennepin County Hazard Mitigation Plan as "choke points" in the stormwater system are carefully maintained with weekly inspections to reduce flood risk. No City-owned buildings are located in areas that are prone to flooding.



Big Woods Preserve (top), Wayzata Beach (middle), Heritage Park (bottom)

- + **Post Office Park & WPA Post Office:** across the street from each other, the historic post office and pocket garden are important to the “Old Wayzata” culture. Volunteers maintain the pocket park’s garden spaces.
- + **Great Lawn Park:** a privately-owned public space in Wayzata’s Downtown that hosts performances, gatherings, and contains a nature playground.
- + **Panoway Project:** the Lakewalk is the product of the Panoway/Lake Effect Project and contains boardwalks and shoreline restoration spanning from the historic Wayzata Depot to the Section Foreman House and future site of Eco Park.
- + **Summit Park Cemetery:** owned and maintained by the City, the public cemetery sits on a high point in Wayzata’s north west corner. There is a wetland along the north side of the property.
- + **Greenlawn Cemetery:** located in the City-owned parcel just east of Klapprich Park, this public cemetery is considered a historic site.
- + **Drainage Areas:** many of the City-owned parcels identified on [Figure 02.6](#) (and the triangular parcel along Highway 12 owned by the State of Minnesota) are used for stormwater drainage from adjacent developments. These areas are very important in intercepting and filtering contaminated water before it infiltrates into the groundwater aquifers (the City’s primary water source) or is funneled into Lake Minnetonka.

Figure 02.6 Publicly Owned Land



Facilities

The City of Wayzata owns and operates 13 facilities and 22 lift stations for water distribution. These facilities include:

- + **City Hall:** owned and operated by the City, Wayzata's City Hall serves as the City's main civic facility. City Hall is around 17,600 gross square feet.
- + **Public Works Facility:** owned and operated by the City, Wayzata's Public Works Facility consists of enclosed parking space, maintenance space, and an office. At just over 23,000 gross square feet, the Public Works Facility is Wayzata's largest facility not used for water treatment. The Public Works Facility had solar panels installed in 2023. Outdoor areas at this facility are used for storage of salt, equipment, etc.
- + **Fire Station:** owned and operated by the City, Wayzata's Fire Station is just over 12,000 gross square feet. The Fire Station serves as fire truck storage and the hub for Wayzata's volunteer fire department (about 30 members). Solar arrays were installed at the Fire Station in 2024.
- + **The "Muni" (Wayzata Bar and Grill / Wayzata Wine and Spirits):** owned and operated by the City since 1947, the Muni facility is just under 13,000 gross square feet and contains the Wayzata Bar and Grill and municipal liquor store. Solar arrays were installed at the Muni in 2024.

- + **Water Treatment and Delivery Facilities:** the City owns and operates one well house, one water treatment facility, one combined well house and water treatment facility, and 22 lift stations. The City treats and delivers water for residents, businesses, their own municipal buildings, and two outside communities: Minnetonka and Orono. Groundwater is sourced from three wells.
- + **Other Facilities:** in addition to the above facilities, the City owns and operates six other facilities, including a parking ramp, the historic Section Foreman House, and four small parks buildings.

Fleet

As of 2024, Wayzata owns 74 fleet vehicles across nine City departments. Vehicles include:

- + **Light-duty cars and trucks:** the City owns 4 light-duty cars and 37 light-duty trucks and SUVs (less than or equal to ½ ton in weight). Many of these vehicles are used as police interceptors.
- + **Medium and heavy-duty trucks:** the City owns 11 medium or heavy-duty trucks (greater than ½ ton in weight). 5 of these vehicles are small dump trucks used by the Parks or Streets Departments.
- + **Specialty vehicles:** the City owns 22 specialty vehicles, such as water, pumper, and fire trucks, loaders, tractors, and other equipment for construction and maintenance.



City Hall



Public Works Facility



The "Muni"



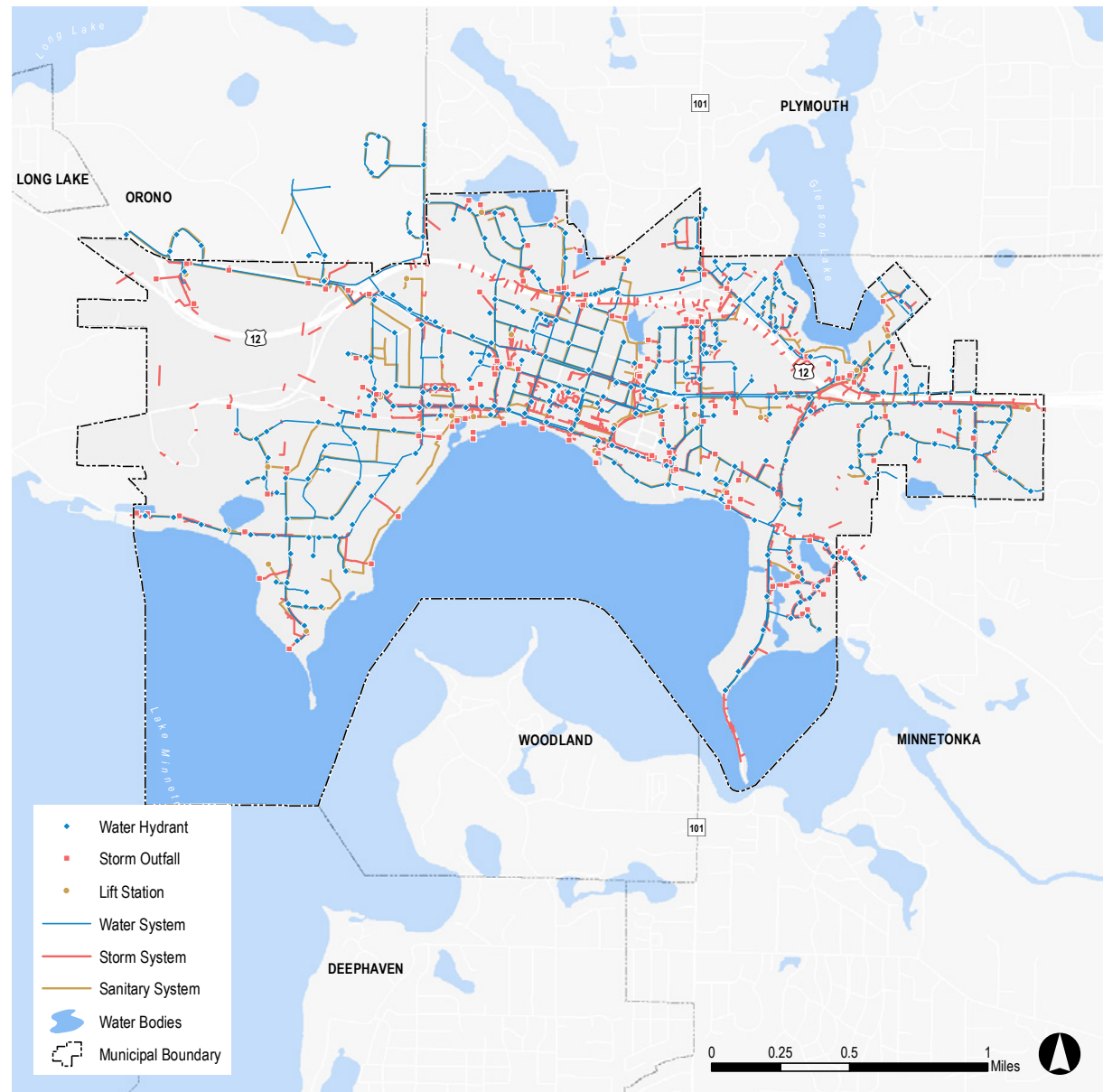
Fire Station & Associated Fleet

Public Infrastructure

Wayzata's existing sanitary sewer, storm sewer, and water distribution infrastructure includes the:

- + **Sanitary Sewer System:** The system consists of a network of pipes, manholes, and pumping stations that collect and transport wastewater to treatment facilities.
- + **Water Distribution System:** This system includes a network of pipes, valves, hydrants, and reservoirs that deliver treated water to residents.
- + **Storm Sewer System:** The storm sewer network includes pipes, drains, and channels that direct stormwater runoff to local water bodies. In addition, stormwater detention ponds are in place to manage runoff from heavy rainfall and mitigate flooding risks.

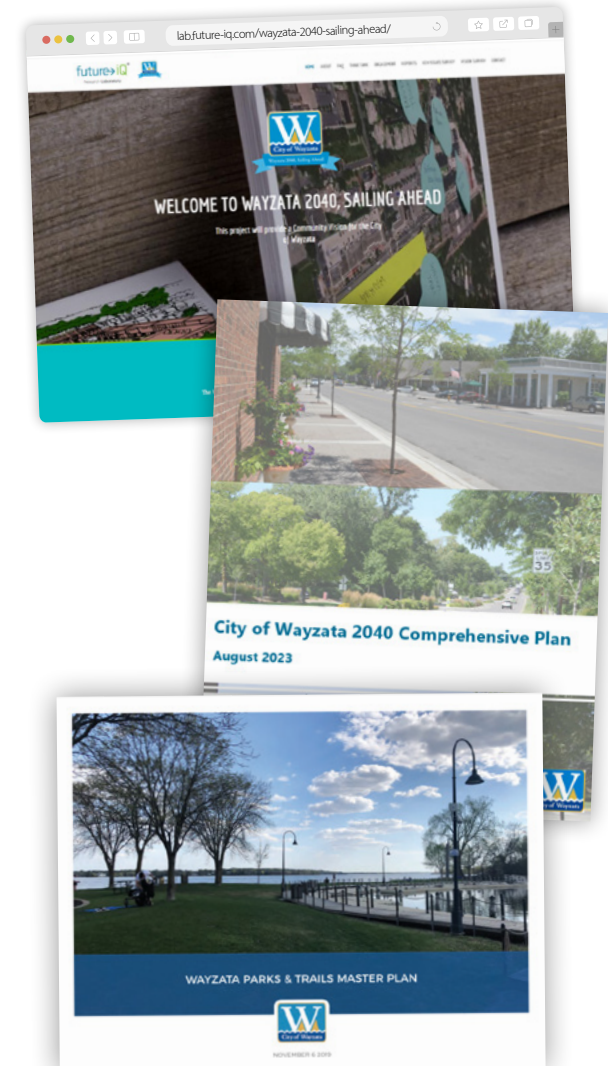
Figure 02.7 Public Infrastructure



Existing Policies, Programs, & Plans

Adapting to the changing climate is not a new goal for Wayzata, and several strategies, actions, and initiatives have already been established throughout the City's, Hennepin County's, and other related agencies' existing policy and planning documents. These resources were reviewed as part of this process to build on those existing efforts and ensure what is working continues to remain relevant.

- + **Panoway Project/Lake Effect Plan (2014-ongoing):** Panoway on Wayzata Bay is the City's initiative to improve, restore, and enhance the areas and docks along the shore of Lake Minnetonka within the City of Wayzata. The Wayzata Conservancy is a public private partnership that helps raise public awareness and generate fundraising efforts for this project.
- + **Local Water Supply Plan (2018):** This plan analyzes existing water supply and demand, projects future needs, identifies emergency preparedness procedures, and outlines the City's water conservation plan.
- + **Wayzata 2040, Sailing Ahead (2018):** Established in 2017, this visioning project was conducted to act as the framework for the City's 2040 Comprehensive Plan and focused extensively on community engagement in an effort to create shared goals for how Wayzata will evolve over the next ten, twenty, and thirty years.
- + **Surface Water Management Plan (2019):** This document serves as a comprehensive planning tool guiding the conservation, protection, and management of Wayzata's surface water resources.
- + **Parks and Trails Master Plan (2019):** The Parks and Trails Master Plan provides recommendations to the City Council for the preservation, protection, enhancement and promotion of a healthy Parks and Trails system for the benefit and enjoyment of all community members and visitors.
- + **2040 Comprehensive Plan Update (2023):** Built on the vision, community engagement efforts, and guiding principles established under the "Wayzata 2040, Sailing Ahead" project, the 2040 Comprehensive Plan Update outlines goals, objectives, and policies to help guide growth and development within Wayzata over the next 15 years.
- + **Hennepin County Hazard Mitigation Plan – Volume 3 (2024):** The Hennepin County Multi-Jurisdictional Hazard Mitigation Plan aims to identify the county's major hazards, assess the vulnerability, and reduce associated risks using a variety of data and best practice measures to implement mitigation projects.



Wayzata 2040, Sailing Ahead (top), 2040 Comprehensive Plan Update (middle), Parks and Trails Master Plan (bottom)

03 / Greenhouse Gas Emissions

Community-Wide Greenhouse Gas Inventory

In 2023, almost 86,000 metric tons of carbon dioxide equivalents (CO₂e) were emitted due to activities occurring within Wayzata. Over half of the community's greenhouse gas footprint is from vehicles traveling within the city's geographic boundaries.¹ Most of the remaining emissions are from the energy used in buildings, with a small percentage from managing waste generated within the community (Figure 03.1). Heating fuels (such as gas,² propane, and fuel oils) cause more emissions than electricity, and businesses cause more emissions than homes.

Figure 03.1 Wayzata 2023 greenhouse gas breakdown by activity, fuel type, and sector*

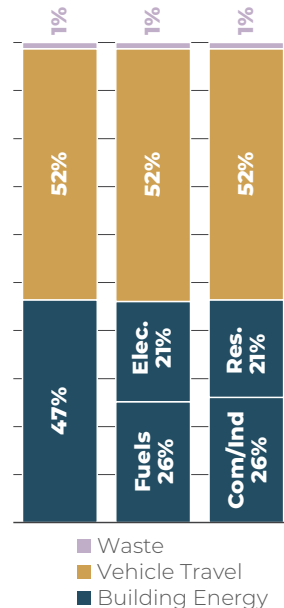
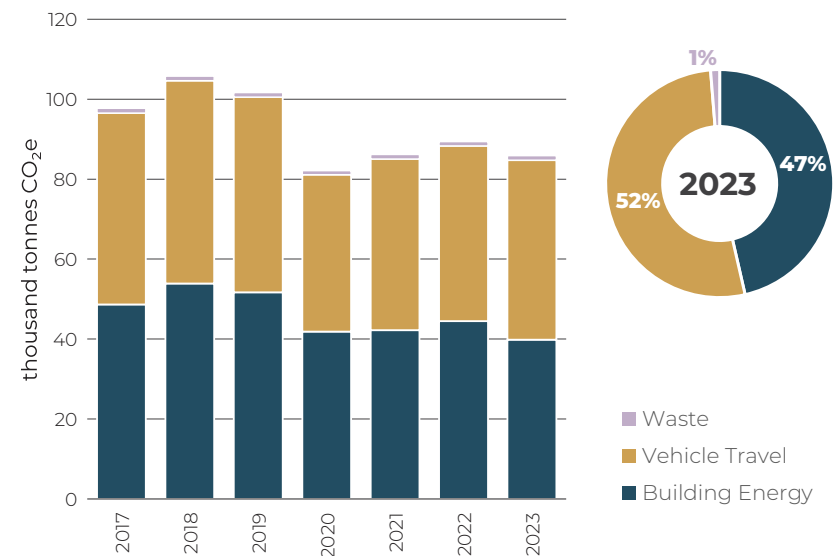


Figure 03.2 Wayzata greenhouse gas emissions by activity from 2017-2023 (left) and 2023 breakdown by activity (right)*



* Data Source: Regional Indicators Initiative

¹ Note that transportation greenhouse gas emissions for this report are calculated using data that tracks any vehicle that drives within the City of Wayzata boundaries, including pass-through traffic. As a city with a major highway (Highway 12), there are vehicle trips counted that are not associated with people that live or work in Wayzata.

While tracking all vehicle trips within the city's boundary is a common data practice, it should be noted that the City of Wayzata has limited ability to alter vehicular patterns and even less ability to alter vehicle trips that begin and end outside of the city's boundaries.

² This plan uses the term "gas" rather than "natural gas" in order to drop some of its connotations as inherently climate-friendly. The gas we use for heating is a fossil fuel comprised primarily of methane – which is a potent greenhouse gas.

Community-Wide Emissions

Community-wide emissions have decreased by 14% since 2017, with reductions in every sector ([Figure 03.2](#) and [Figure 03.3](#)):

- + Emissions from energy (electricity and heating fuels) used in buildings dropped by 22%, with reductions in both commercial/industrial emissions and residential emissions ([Figure 03.2](#)).
 - Electricity emissions dropped by 33% due to a combination of improved electricity efficiency and using cleaner sources for electricity generation ([Figure 03.3](#) and [Figure 03.4](#)).
 - Emissions from heating fuels were about the same in 2023 as in 2017, but vary significantly from year to year based on the weather ([Figure 03.3](#) and [Figure 03.4](#)).
- + Vehicle travel emissions dropped by 7% due to cleaner vehicles. Though vehicle travel dropped during the COVID-19 pandemic, Wayzata's vehicle miles traveled have since returned to pre-pandemic levels.
- + Waste emissions dropped by 7% due to reductions in waste generated.

Figure 03.3 Wayzata greenhouse gas emissions trends from 2017-2023 by activity. Percentages show the change in emissions from 2017 to 2023. (Data Source: Regional Indicators Initiative)

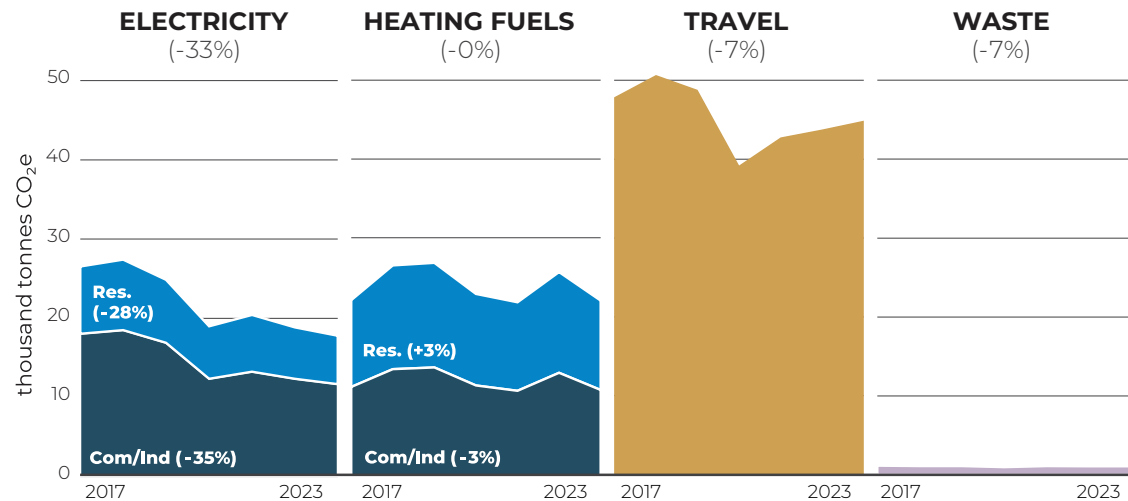
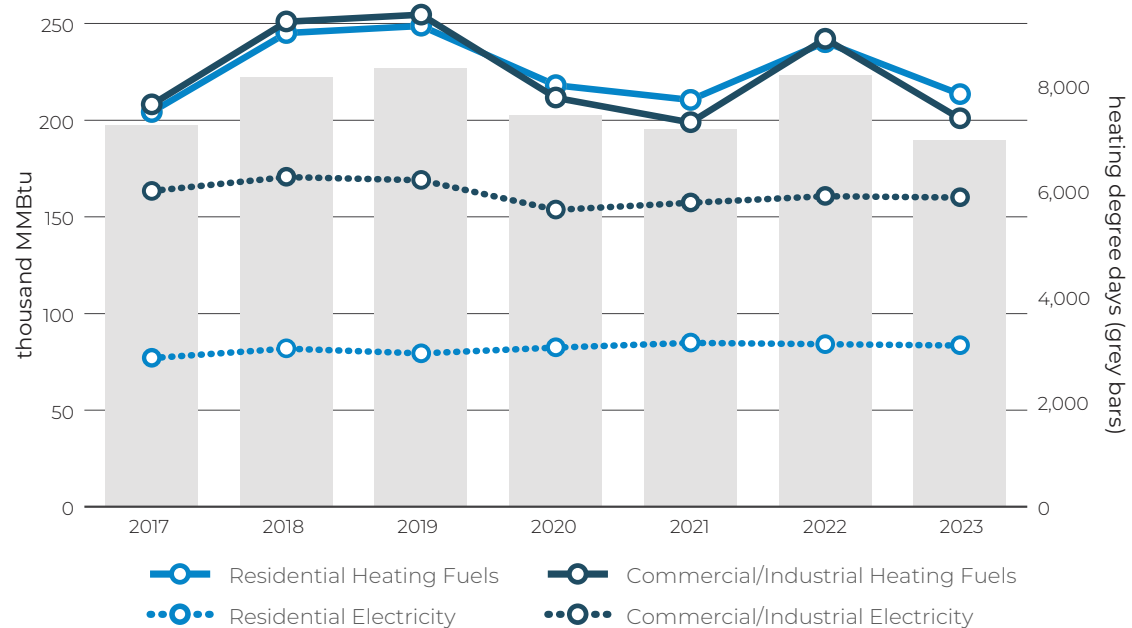


Figure 03.4 Wayzata energy use by fuel type and sector from 2017-2023. Heating degree day (HDD) data is also shown to highlight the impacts of weather on heating fuels like fossil gas, propane, and fuel oil. Degree days represent the difference between the daily average temperature and 65 degrees Fahrenheit, so HDD is a measure of how cold it was in a given year. (Data source: Regional Indicators Initiative)



Community-Wide Solar Potential

Solar power is a large potential source of clean energy for Wayzata, and certain areas of the city are better suited to energy generation from solar than others. [Figure 03.5](#) displays the areas of Wayzata with the largest solar potential in light yellow. Wayzata's Comprehensive Plan identified that across the city, there is the gross potential to generate 276,963 MWh/yr of energy through solar power, 24,627 MWh/yr of which from rooftop generation. The plan includes solar access protection policies to maximize this potential resource.

Figure 03.5 *Solar Suitability*

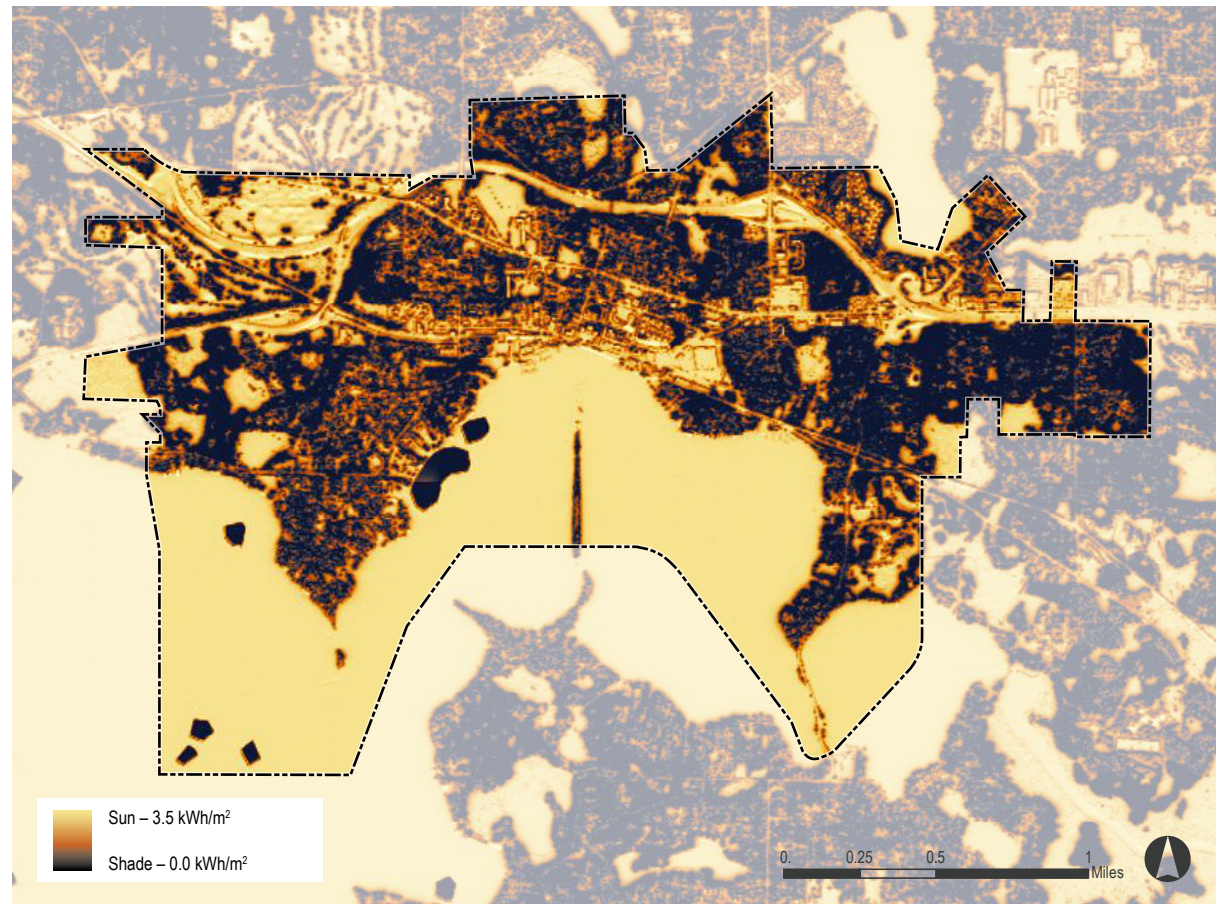


Figure 03.6 City operations greenhouse gas emissions by source for 2022-2024

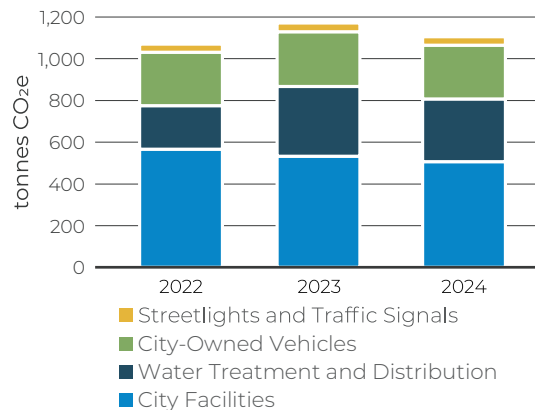


Figure 03.7 City operations greenhouse gas emissions from gas and electricity use by facility type for 2024

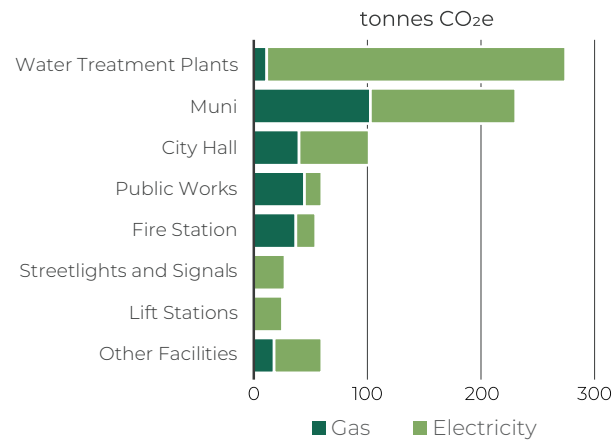
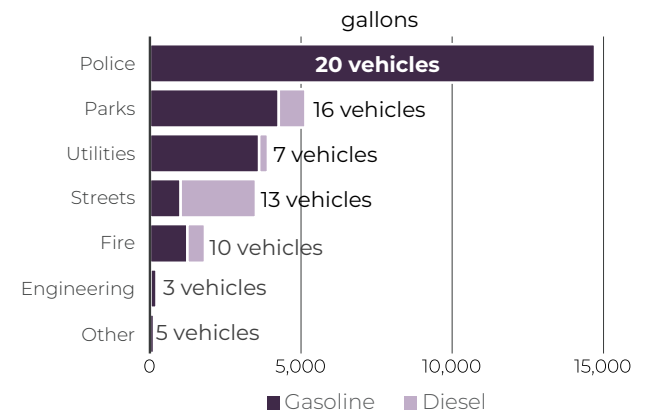


Figure 03.8 City operations gallons of vehicle fuel used by department for 2024



City Operations Greenhouse Gas Inventory

About 1% of the community's greenhouse gas emissions are from City operations. In 2024, almost 1,100 metric tons of CO₂e were emitted due to the energy used in City facilities, water treatment and distribution systems, and fleet vehicles, and an additional 280 – 460 metric tons were emitted due to indirect (Scope 3) activities from employee commutes.

Key findings from a greenhouse gas inventory of City operations for years 2022-2024 include:

- + The energy used in City facilities makes up nearly half of the City's greenhouse gas footprint. Energy for water treatment and delivery, and fuel used by fleet vehicles, are

each responsible for an additional quarter of the City's greenhouse gas emissions. Emissions from the energy used for streetlights and traffic signals is minimal ([Figure 03.6](#)).

- + Emissions from City operations increased by 3% since 2022, due to increased energy used for water treatment and distribution ([Figure 03.6](#)).
- + While the City's electricity use is higher than their gas use, electricity is getting cleaner over time, whereas gas is not.
- + Together, the City's water treatment plants and "Muni" facility represent 60% of the emissions from City operations non-travel energy use. The Muni is the City's largest gas user ([Figure 03.7](#)).

- + The City uses more energy for water treatment and distribution compared to similar cities. This is due to higher water demand per capita and higher energy used per gallon of water treated.
- + Police Department vehicles use half of the City's vehicle fuels, although they represent less than 30% of the City's vehicle fleet ([Figure 03.8](#)).

While City operations are the direct cause of only a small percentage of the community's total greenhouse gas emissions, the City has the greatest control over them. Reducing these emissions and improving the resilience of the City's facilities will save energy and public funds and serve as crucial demonstrations of the City's commitment and leadership.

04 / Strategies & Actions

Increasing Wayzata's resilience in City operations will require efforts across all key sectors under City control. This section outlines a range of strategies and actions that will increase resilience across these sectors.

Strategies are the levers that can be pulled to achieve desired outcomes. Actions describe specific steps that can be taken within each strategy to move towards more resilient operations.

How To Navigate This Section

This section provides strategies and actions to increase Wayzata's resilience in City operations. Strategies are shown as bullets, while supporting actions are sub-bulleted beneath them.

Resilience strategies and actions are organized first by impact area, and then by sector. The first half of the strategies and actions recommended are those that directly support resilient City operations. Key sectors in this group include City Processes & Goals, Natural Resources, Facilities, Fleet, and Public Infrastructure.

The second half of strategies and actions use City influence to support community-wide resilience across Wayzata. Key sectors in this group include Emergency Preparedness, Multi-Jurisdictional Coordination, Education & Engagement, Incentives, and Policies & Programs.

At the end of this section, strategies have been organized into a table where they are ranked by impact and assigned general assumptions for associated staff time, required funding, and responsible parties. This tool may be used by City staff to prioritize resilience projects.

Resilient City Operations

City Processes & Goals

- + Establish a staff resilience group.
 - Recruit City staff with an interest in improving operational resilience.
 - Promote ongoing actions, employable best practices, and staff education on related topics and in conjunction with the Energy and Environment Committee.
- + Establish a goal to increase resilience.
 - Identify what it means for the City to be resilient, incorporating input from the City's staff resilience group. Resilience goals can be relatively general, such as those shown in the [Resilience Chapter of Rogers' 2040 Comprehensive Plan](#), or more specific, such as the resilience goals in [Minnetonka's Climate Action and Adaptation Plan](#) (page 45).
 - Determine how to track progress towards achieving the City's resilience goals.
 - Review goals annually and ensure the City budget aligns with planned progress for the coming year.
- + Establish greenhouse gas emissions reduction goals for City operations.
 - Update the City operations greenhouse gas inventory every three years to evaluate progress towards achieving this goal.
 - Modify planned strategies as needed to reach reduction goals.
- + Incorporate sustainable purchasing.
 - Develop a City [sustainable purchasing policy](#) to encourage purchasing goods/services that have lowered negative environmental and human health effects.
 - Adopt this policy for City operations.
- + Support alternative commutes for City employees.
 - Help reduce vehicle miles traveled from commuting to work by increasing support for remote work, carpooling, and bike-to-work initiatives.
 - Evaluate progress towards reducing employee vehicle miles traveled.
- + Evaluate joining the [GreenSteps Cities](#) program.
 - View resources from and follow [GreenStep Cities' Best Practices](#).
 - Track program progress over time and get recognition for City action.



Bike lanes along Lake Street in Wayzata's downtown



Luce Line Regional Trail (Image source: Three Rivers Park District)

Natural Resources

- + Reinforce and fund strategies developed in the upcoming Tree Management Plan, especially those that promote the preservation and expansion of Wayzata's tree canopy.
- + Consider budget needs for increased invasive and pest species monitoring and management.
- + Model best practices on City-controlled land. This has started with park and city campus properties, but other City properties and street rights-of-way also present opportunity for improvement.
- + Invest in construction and maintenance of **green infrastructure** on both public and private property. Green infrastructure strategies can also help mitigate the heat island effect.
- + Enhance communication and collaboration on sustainability initiatives between City departments.
- + Continue to monitor and update natural resource inventories.
- + Consider an increased budget for inspection and maintenance of existing and proposed green infrastructure.
- + Update City irrigation systems.
 - Review existing system's coverage and equipment.
 - Where needed, install high-efficiency spray heads and smart controllers.



Rain garden with interpretive signage (Image source: The Watershed Company)

- + Strengthen **wellhead protection areas**.
 - Coordinate during the upcoming update process to prevent contamination from nearby residential activities that could compromise water quality.
- + Incorporate water savings considerations into water feature operations.
 - Evaluate ways to reduce water consumption at the Walker and Lake splash pad and Beach House by limiting the number of spray heads in use and contacting the feature manufacturers for additional strategies.
- + **Capture and collect rainwater** at City buildings.
 - Collect rainwater utilizing rain barrels, cisterns, etc.
 - Highlight these interventions as a model for residential applications with signage or articles in the city newsletter.



Panoway Project proposed shoreline restoration (Image source: The Wayzata Conservancy)

- + Continue to reduce negative impacts of stormwater to the City's lakes and wetlands by using best inflow and infiltration management practices, such as installing permeable pavements or green roofs to reduce runoff volume.
 - Monitor and review runoff policies and ongoing updates to best management practices.
- + Complete shoreline restoration projects.
 - Continue the shoreline restoration projects outlined in the ongoing **Panoway Project**.
 - Expand these strategies to Wayzata Beach and other waterfront properties.



Low maintenance lawn is a low-input alternative to traditional turf grass (Image source: Blue Thumb)

- + Choose alternatives to turf grass at city sites.
 - Explore alternatives like native prairie, perennial ground covers, low-input turf, or lawn at City outdoor space to create habitat and reduce water needs. This aligns with the City's Comprehensive plan goal to "Reduce the number of City maintained landscapes that have high levels of water consumption."
 - Ensure necessary turf grass areas within City parks and facilities' outdoor programmed space are right-sized for programming.
- + Protect and expand the City's urban tree canopy.
 - Focus new planting efforts in areas with abundant treeless greenspace.

Facilities

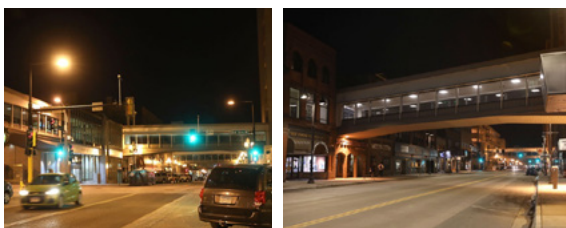
- + Monitor building metrics within B3 Benchmarking.
 - Expand Wayzata's use of B3 Benchmarking to track energy use, renewable energy generation, water consumption, and waste generation for all City facilities, along with associated costs.
 - Partner with a [GreenCorps](#) member to: add facilities not currently tracked in B3 Benchmarking (prioritizing the water treatment facilities and well house); add water use, renewable energy generation, and waste data; and help automate ongoing tracking.
 - Review this data annually to identify potential for improving resource efficiency, to evaluate the success of on-site solar systems, and to determine candidates for energy or water audits.
- + Implement energy efficiency measures.
 - Conduct energy audits of The Muni and the water treatment facilities.
 - Use the findings from these audits – along with previous audits of other facilities – to plan and budget for energy efficiency upgrades.
- + Create a plan to electrify equipment.
 - Create an inventory of current gas equipment within City facilities, such as furnaces, boilers, water heaters, dryers, and cooking equipment.
 - Identify electric alternatives – such as heat pumps for space heating, heat pump water heaters, and [induction cooktops](#) to existing gas equipment.
 - Engage stakeholders to identify and work through barriers to electric equipment adoption.
 - Budget for equipment changes within the City's Capital Improvement Process at equipment end-of-life.
 - Adopt electric alternatives.
- + Promote zero waste at City facilities.
 - Expand ["Green Bag"](#) organics collection within city facilities.
 - Provide City Staff with education on how to participate in "Green Bag" collection.
 - Engage in a program that reviews current waste streams and recommends next steps, such as [TRUE Certification](#). Follow recommended next steps from program engagement.
 - Support and promote initiatives included in [Hennepin County's Zero Waste plan](#), such as reducing single-use plastic packaging (including food service containers used by the Muni).



Elk River Municipal Utilities' electric vehicles (Image source: Drive Electric Minnesota)



Public EV charging station (Image source: City of Minneapolis)



Transition of main street lighting in Duluth from traditional (left) to DarkSky approved fixtures (right) (Image source: DarkSky)

Fleet

- + Transition to electric light-duty fleet vehicles.
 - Discuss the findings from the 2020 Electric Vehicle Adoption Plan with internal stakeholders.
 - Analyze costs of electric vehicle options recommended by the 2020 Electric Vehicle Adoption Plan, and budget for these replacements at vehicle end-of-life.
- + Install EV charging for fleet vehicles.
 - Install one 10 kW Level 2 charger for each electric car, one 20 kW Level 2 charger for each electric light truck or SUV, and one 600 kW Level 3 charger for each electric heavy truck. Consider purchasing two additional 10 kW Level 2 chargers in the first year, as spares.
 - Budget for EV chargers and charging installation based on the planned timing of electric vehicle adoptions.
- + Expand the availability of public EV chargers at City facilities.
 - Consider expanding public EV charging at facilities such as City Hall and Broadway Docks (which may provide charging for electric boats).
 - Establish triggers for adding EV charging infrastructure, such as grant availability, construction or repaving of a parking lot, or demand from commuting City employees.
 - Budget for the addition of EV chargers based on expected trigger timing.

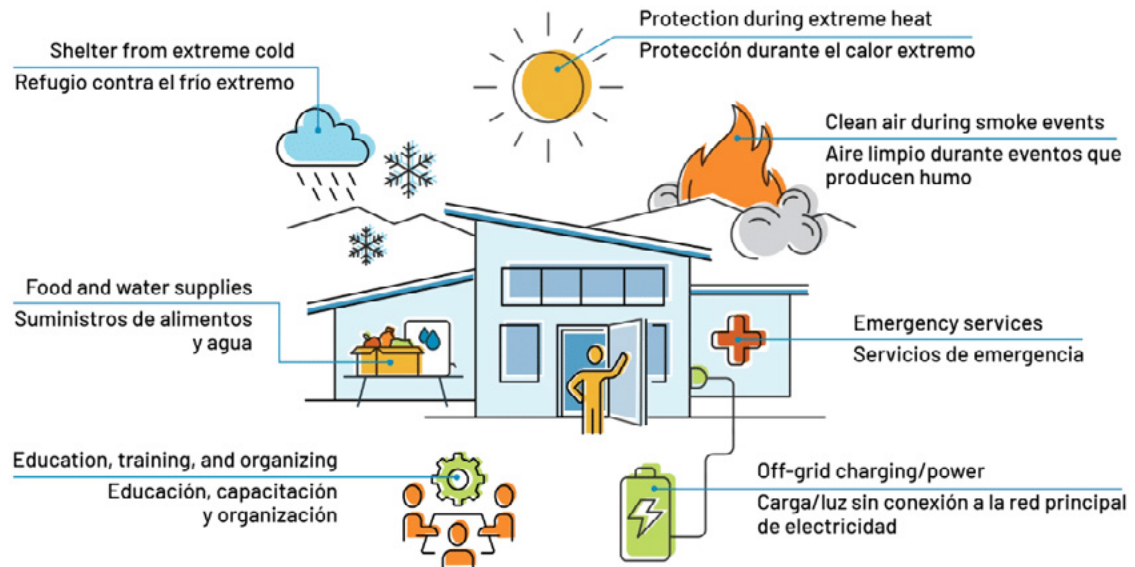
Public Infrastructure

- + Continue to upgrade and maintain sewer and storm sewer system infrastructure.
 - Continue to replace aging pipes and expand storm sewer system capacity to handle an influx of water during extreme weather events.
 - Ensure that pumping stations and other critical infrastructure are elevated or flood-proofed to prevent damage from extreme weather events.
 - Install monitoring systems for stormwater levels and automate the operation of stormwater gates and pumps to respond to heavy rainfall.
- + Explore Dark Sky-compliant streetlight replacement.
 - Review existing city streetlights and other public lighting for program compliance and replace them with [Dark Sky-approved options](#) as needed.

Supporting Community Resilience

Emergency Preparedness

- + Continue to work on the four goals outlined in the Hennepin County Hazard Mitigation Plan ([Volume 3 contains the Mitigation Action Plan](#)).
- Achieve certification in [National Weather Service's StormReady Program](#).
- Improve community notification capabilities by reviewing available products, exploring "[Next Door](#)", and preparing community presentations.
- Continue to investigate and inventory critical choke points in the City's water runoff infrastructure and budget for televising the stormwater system.
- Identify priority areas and budget for power lines that can be buried to reduce power failures, based on parameters such as related project work that necessitates it, partnership with Xcel or other funding source, and potential assessments to adjacent properties.
- + Establish [resilience hubs](#).
 - Determine resilience goals for new and existing City facilities during severe weather, considering needs such as storm or tornado shelter capabilities and extended back-up power.
 - Implement resilience measures that align with each facility's resilience goals.
 - Create public awareness of resilience hubs.



Components of a community resilience hub (Image source: [Community Environmental Council](#))

- + Continue to improve emergency communication with the public.
 - Continue to promote City communication channels including the City's [Emergency Notification Systems](#) and social media handles.
- + Ensure emergency preparedness for public events.
 - Establish and communicate criteria for event cancellation due to poor air quality, extreme heat, and inclement weather.
- + Develop a response plan for large windfall events.
 - Identify potential partnerships needed to develop this response plan, such as coordination with regional parks, MnDOT, or Hennepin County.
 - Create a response plan. An example is this [ReLeaf response plan](#) from Cedar Rapids, Iowa.

- + Continue to perform welfare visits or calls.
 - Identify vulnerable residents.
 - Develop a plan to check on the wellbeing of vulnerable residents during extreme weather events, like prolonged heat waves or storms that cause power outages.
- + Plan for improving the waste streams for trees dying from disease or storms.
 - Identify potential partnerships needed to develop this plan and to ensure that wood waste is diverted for reuse, biochar, biologs, and other secondary uses.
- + Continue to address flood planning.
 - Maintain the [most up-to-date precipitation data and climate projection data](#) to inform City infrastructure projects.
 - Continue to incorporate flood management into new infrastructure and development projects.
 - Consider elevating lift stations, where applicable.
- + Continue to monitor needs for first responder gear and training.
 - Ensure responders have adequate gear and training for responding to for extreme climate events.
 - Train for cross-departmental coordination during multiple emergencies.
- + Improve City security practices.
 - Evaluate improving City cybersecurity.
 - Evaluate improving the physical security of City facilities, including the City Council chambers within City Hall.

Multi-Jurisdictional Coordination

- + Collaborate with local schools.
 - Collaborate with the Wayzata School District and additional schools within Wayzata to create and implement [Safe Routes to School](#) plans.
 - Encourage schools to take advantage of the federal direct pay tax incentives for solar and the state's [Solar for Schools grant program](#).
 - Engage students in volunteer and learning opportunities as part of plan implementation.
- + Continue to partner with local, regional, and state entities on transportation initiatives.
 - Partner with surrounding communities to take advantage of [Active Transportation Funding](#) available through the Metropolitan Council and Hennepin County when the scale of the funding justifies the administrative requirements.
 - Work with the Metropolitan Council and other partners to support improved transit options such as enhanced bus shelters, increased route frequency, transit electrification, and last mile options for new transit stations along the light rail corridor. [See the Coalition for Clean Transportation.](#)



Panoway Project lakewalk visualization (Image source: The Wayzata Conservancy)

- + Partner with Minnehaha Creek Watershed District and Lake Minnetonka Conservation District.
 - Collaborate to implement resilient green infrastructure, help residents and businesses employ best practices for sustainable landscaping, and promote grant opportunities as they become available.
- + Continue to partner with the Wayzata Conservancy to implement the [Panoway Project](#).

Education & Engagement

- + Update and enhance the City's website dedicated to climate action resources and updates.
 - Host a standalone website that provides up-to-date information and resources for climate action that can be taken by residents and business owners. This site can also provide information about climate-related events, recognition, and progress made by the City. Topics and highlights may include:
 - Residential and commercial efficiency, electrification, and clean energy resources;
 - Online map of biking and walking networks in the community and surrounding area;
 - Resources for vehicle electrification;
 - Best practices for climate friendly landscape practices;
 - Workshop and event dates and information;
 - A progress bar to illustrate success.



The current "Sustainability Resources" page of the City's website

- + Continue to host informational workshops, planned and hosted by the [Energy and Environment Committee](#). Many community members report a desire for more educational opportunities to learn what they can do to reduce emissions and adapt to climate change. Host workshops on the following topics:
 - Solar bulk buys, which can help reduce costs, streamline installation, and garner better warranties;
 - Ride and drive events, which can help people experience electric vehicles and bikes;
 - Native plantings and turf conversions, in partnership with local businesses;
 - Taking care of existing trees, specifically as it pertains to the treatment of emerald ash borer or Dutch elm disease;
 - Water conservation, reuse, and smart irrigation practices; especially during periods of low aquifer recharge (such as droughts);
 - Dark Sky compliant initiatives;
 - Reuse and swap events (e.g., sporting goods, clothing, etc.);
 - Apartment composting methods and options;
 - Healthy Living Series as outlined in the Comprehensive Plan.



April 2025 Edition of "The Portal", Wayzata's monthly newsletter

- + Continue to include regular climate action news in [The Portal](#), the City's weekly email, and other communications.
 - Feature community members, businesses, or organizations who have taken climate action and to provide information on available incentives and best practices.
 - Share stories from the City's implementation of sustainability and resilience strategies to inform and inspire community action.



Volunteers assisting with forest clean up efforts

- + Continue to recruit more residents to sign up for City alerts.
 - Conduct an outreach campaign to sign up more residents for City emails, newsletters, social media, and Reverse 911 to receive timely updates.
- + Continue [Wayzata Sustainable Champion Award program](#).
 - Review application requirements to remove barriers to applying.
- + Recruit more residents and corporate partners to participate in volunteer events that help maintain public open spaces and protect the Big Woods.
 - Consider partnership with non-profits such as [Tree Trust](#).
 - Projects could include buckthorn and other invasive species removal, native seed collection, planting activities, etc.

Incentives

- + Create commercial property depaving program.
 - Consider a model like [St. Louis Park's program](#), which provides incentives for green infrastructure, tree planting, depaving, and similar projects that have multiple environmental benefits.
- + Continue to offer incentives to residents for climate-friendly yards.
 - Expand the City's [Tree Giveaway program](#) to include other pollinator and native plants.
 - Encourage use of the City Forester's [free consultation services](#).
 - Provide free or reduced cost rain barrels, WaterSense sprinkler heads, or other water-saving tools.
- + Develop and implement a green cost-share program.
 - Look to [St. Louis Park](#), [Hopkins](#), and [Minneapolis](#) for cost-share program models for residents and businesses that are intended to reduce the upfront costs of efficient or electric appliances, clean energy, energy assessments, storage, electric bikes, tools and recreational equipment.

Policies & Programs

- + Review and update City codes.
 - Apply a climate lens when making decisions related to updating and enforcing the City's code of ordinances.
 - Consider ways to encourage mixed use development that supports multi-generational housing and reduced vehicle trips, such as the provision of [density bonuses in Saint Paul](#).
 - Consider including EV charging station requirements within city code.
 - Strengthen city code in relation to native planting requirements to conform with state guidance.
 - Refresh wetland and floodplain chapters of city code.
 - Explore reducing parking requirements for developments.
- + Enforce energy code.
 - Continue to enforce energy code requirements for new buildings.
 - Provide additional training and/or outside support for this as the codes require higher levels of efficiency.
 - Reduce barriers associated with green energy permitting processes.
- + Support water conservation.
 - Continue to implement and enforce water conservation ordinances.
- + Build [climate-friendly streets](#).
 - Evaluate street projects to identify opportunities to enhance resilience of existing infrastructure, add green infrastructure, and adopt a multi-modal policy like the [City of Burnsville's plan](#) to create streets that are safe and designed for all users when appropriate.
- + Encourage biking and walking.
 - Continue implementation of bicycle and walking strategies included in the City's Comprehensive Plan and the Parks and Trails Master Plan.
 - Create a Master Pedestrian Plan, a "Safe Routes to Parks" program, and/or a City Wayfinding System.
 - Update Design Standards to promote the development of pedestrian friendly nodes.



Complete streets' hierarchy places pedestrians at the top and integrates green stormwater infrastructure throughout (Image source: City of Minneapolis)



Highway 41 in Chaska was designed as a complete street (Image source: MnDOT)

	STRATEGY	IMPACT	STAFF TIME	FUNDING	RESPONSIBILITY
CITY PROCESSES & GOALS	Establish a staff resilience group	●●●●○	●●●○○	○○○○○	Community Development
	Evaluate joining the GreenSteps Cities program	●●●●○	●●○○○	○○○○○	Community Development
	Support alternative commutes for City employees	●●●○○	●○○○○	●○○○○	Community Development/Admin
	Review the City Operations Resilience Plan goals annually	●●○○○	●●○○○	●○○○○	Community Development
	Incorporate sustainable purchasing	●●○○○	●○○○○	●○○○○	Admin
	Establish greenhouse gas emissions reduction goals for City operations and track progress	●●○○○	●○○○○	○○○○○	Community Development
	Establish a goal to increase resilience	●○○○○	●○○○○	○○○○○	Community Development
NATURAL RESOURCES	Complete shoreline restoration projects	●●●●●	●●○○○	●●●○○	Public Works/Community Development
	Protect and expand the City's urban tree canopy	●●●●●	●●●○○	●●●○○	Public Works
	Reinforce and fund strategies developed in the upcoming Tree Management Plan	●●●●○	●●●○○	●●●○○	Public Works
	Choose alternatives to turf grass at city sites	●●●●○	●○○○○	●●○○○	Public Works
	Update City irrigation systems	●●●○○	●○○○○	●●○○○	Public Works
	Incorporate water savings considerations into water feature operations	●●●○○	●○○○○	○○○○○	Public Works
	Capture and collect rainwater at City buildings	●●●○○	●○○○○	●●○○○	Public Works
	Continue to monitor and review runoff policies and ongoing updates to best management practices	●●○○○	●●○○○	○○○○○	Public Works
	Strengthen wellhead protection areas during the upcoming update process	●●○○○	●○○○○	●●○○○	Public Works
FACILITIES	Implement energy efficiency measures	●●●●●	●●○○○	●●●●○	Public Works/Community Development
	Create a plan to electrify equipment	●●●●○	●●○○○	●○○○○	Public Works
	Monitor building metrics within B3 Benchmarking	●●○○○	●●○○○	○○○○○	Community Development
	Promote zero waste at City facilities	●○○○○	●○○○○	●○○○○	Public Works/Community Development
FLEET	Transition to electric light-duty fleet vehicles	●●●●○	●○○○○	●●●●○	Public Works/Community Development
	Install EV charging for fleet vehicles	●●○○○	●○○○○	●●●○○	Public Works/Community Development
	Expand the availability of public EV chargers at City facilities	●●○○○	●○○○○	●●●○○	Community Development

	STRATEGY	IMPACT	STAFF TIME	FUNDING	RESPONSIBILITY
PUBLIC INFRASTRUCTURE	Continue to upgrade and maintain sewer and storm sewer system infrastructure	●●○○○	●○○○○	●●○○○	Public Works
	Explore Dark Sky compliant street light replacement.	●○○○○	●●○○○	●●●○○	Community Development
EMERGENCY PREPAREDNESS	Continue to work on the four goals outlined in the Hennepin County Hazard Mitigation Plan	●●●●●	●●●●●	●●●●●	Police/Public Works
	Develop a response plan for large windfall events	●●●●○	●●○○○	●○○○○	Police/Public Works
	Establish resilience hubs	●●●○○	●○○○○	●●●●○	Community Development
	Continue to perform welfare visits or calls	●●○○○	●○○○○	○○○○○	Police
	Continue to address flood planning	●●○○○	●○○○○	●○○○○	Public Works
	Continue to improve emergency communication with the public	●○○○○	●○○○○	●○○○○	Communications/Police
	Ensure emergency preparedness for public events	●○○○○	●○○○○	○○○○○	Police/Public Works
	Plan for improving the waste streams for trees dying from disease or storms	●○○○○	●●○○○	●○○○○	Public Works
	Continue to monitor needs for first responder gear and training	●○○○○	●○○○○	○○○○○	Police/Fire
MULTI-JURISDICTIONAL COORDINATION	Continue to partner with the Wayzata Conservancy to implement the Panoway Project	●●●○○	●●○○○	●○○○○	Community Development
	Collaborate with local schools	●●○○○	●○○○○	○○○○○	Police/Community Development
	Continue to partner with local, regional, and state entities on transportation initiatives	●●○○○	●○○○○	○○○○○	Public Works
	Partner with Minnehaha Creek Watershed District and Lake Minnetonka Conservation District	●●○○○	●○○○○	●○○○○	Public Works

	STRATEGY	IMPACT	STAFF TIME	FUNDING	RESPONSIBILITY
EDUCATION & ENGAGEMENT	Continue to host informational workshops, planned and hosted by the Energy and Environment Committee	●●●●○	●●○○○	●○○○○	Community Development
	Recruit more residents and corporate partners to participate in volunteer events that help maintain public open spaces and protect the Big Woods	●●○○○	●●○○○	○○○○○	Community Development
	Update and enhance the City's website dedicated to climate action resources and updates	●○○○○	●●○○○	●○○○○	Community Development
	Continue to include regular climate action news in The Portal, the City's weekly email, and other communications	●○○○○	●○○○○	○○○○○	Communications/ Community Development
	Continue to recruit more residents to sign up for City alerts	●○○○○	●○○○○	○○○○○	Communications
	Continue Wayzata Sustainable Champion Award program	●○○○○	●●○○○	○○○○○	Community Development
INCENTIVES	Create commercial property depaving program	●●●●○	●●○○○	●●●○○	Community Development
	Continue to offer incentives to residents for climate-friendly yards	●●●●○	●●○○○	●●○○○	Community Development
	Implement a green cost-share program	●●●●○	●●○○○	●●●○○	Community Development
POLICIES & PROGRAMS	Review and update City codes	●●●●●	●●●●○	○○○○○	Community Development
	Build climate-friendly streets	●●●●●	●○○○○	●●●●○	Public Works/Community Development
	Enforce energy code	●●●●○	●○○○○	○○○○○	Community Development
	Encourage biking and walking	●●●●○	●●○○○	●○○○○	Community Development
	Support water conservation	●●●○○	●○○○○	○○○○○	Public Works/Community Development



City Council Workshop City Council Agenda Report

MEETING DATE: May 20, 2025	WORKSHOP AGENDA ITEM: 3
TITLE: Discussion of Request to Amend Chapter 936 Tree Preservation Code Relating to Exceptions for Golf Courses and Other Uses (6:15-6:30 p.m.)	
PREPARED BY: Jeffrey Dahl, City Manager	
REVIEWED BY: Not Applicable	

DISCUSSION OBJECTIVE:

To discuss and consider prioritizing draft amendments to the Tree Preservation Ordinance (TPO) relating to exceptional considerations for golf courses and other institutional type uses.

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

Sustain Community Character & Safety

The City strives to preserve its natural amenities like the tree canopy through the TPO but also realizes the balance needed to allow appropriate freedom and use of long-standing and non-development related properties.

BACKGROUND:

In 2024, Woodhill Country Club, whose property lies within both the cities of Wayzata and Orono, approached City staff about a significant and phased golf course improvement project they plan to commence in the near future.

Woodhill is planning on significant tree removal and while City staff has worked with them on a tree removal plan in order to try and be as flexible as possible within the parameters of the ordinance, officials from Woodhill have indicated that the ordinance is overly burdensome for properties that are not typical commercial or residential developments.

The current version of the TPO (Chapter 936) was adopted in 2022 and amended in 2024. Earlier this year, the Council approved a contract with Davey Resource Group to develop a more detailed tree management plan, which involves a survey of 52 stakeholders and review of the City's tree-related codes, programs, and policies. The consultant will identify areas for improvement, with special attention given to the TPO and its effect on the management of golf course properties. It is expected that this work will be completed this fall.

Staff will provide a little more context at the meeting, answer questions, and allow members of Woodhill a brief period of time to explain their concerns for future consideration of a code exemption.

ATTACHMENTS:

None