



WAYZATA HERITAGE PRESERVATION BOARD

Meeting Agenda

Wayzata City Hall Community Room, 600 Rice Street

Thursday, June 26, 2025

12:00 PM

Heritage Preservation Board Meeting Agenda

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Minutes**
 - a. Approve April 24, 2025 Meeting Minutes
- 4. Old Business**
 - a. Review 2025 Mayor's Award and Centennial Home Awards
 - b. Review 2025 Work Plan
- 5. New Business**
 - a. Introduction of New Planner and Staff Liason to Heritage Preservation Board, Haily Hedblom
 - b. James J. Hill Days Event Table
 - c. New Business from Members
- 6. Adjournment**
 - a. City Calendar and Minutes Rotation Schedule

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



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: June 26, 2025	AGENDA ITEM: 3.a
TITLE: Approve April 24, 2025 Meeting Minutes	
PROPOSED MOTION: To approve the Draft Meeting Minutes from April 24, 2025.	
PREPARED BY: Alex Sharpe, Community Development Director	
REVIEWED BY: Alex Sharpe, Community Development Director	

ACTION REQUESTED:

Staff recommends approval of the attached minutes.

FINANCIAL OR BUDGET CONSIDERATION:

N/A

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

BACKGROUND:

See the attached draft meeting minutes for the HPB's review and approval.

ATTACHMENTS:

1. Draft HPB Meeting Minutes of April 24, 2025

Heritage Preservation Board Meeting Minutes of April 24, 2025
11:30am-1pm, Wayzata City Hall Conference Room

Call to Order

The meeting was called to order at 11:30am.

Roll Call

Board members Sonya Travanty, Kim Gratton and Judy Starkey were present, along with City Planner Valerie Quarles and Community Development Director, Alex Sharpe.

Approval of Minutes

The minutes from December, January and March were not approved.

Old Business

2025 Work Plan Items

Mayor's Award

The board reviewed nominations for the award and scheduled a meeting with Sonja and the Mayor for his review. At this meeting, the mayor will choose the final awardee, to be recognized at the May 6, 2025 Council meeting. The Board is recommending 257 Central Ave S. for the Mayor's award based on its extensive renovation. On May 20, 2025 City Council honored the centennial home awards. The board discussed the next steps for the Centennial awards and assigned work to Board member Kim Gratton to take photos of properties where photos were not available from recent sales.

City Plaques

The design of the plaques/awards has been assigned to Sonja and Alex. These awards are to be prepared and ready by April 24th as a presentation to the Board prior to City Council awarding them.

Election of 2025 Officers

Director Sharpe presented that the Board had been unable to elect officers in 2025 due to a lack a quorum, but with a quorum it should be a top priority for the Board to elect a Chair and Vice Chair. Board members discussed nominations and responsibilities and ultimately elected Sonya Travanty as Chair, and Kim Gratton as Vice Chair.

New Business from Members

Included casual conversation about how the board would ensure attendance in the future, who the chair would be and the potential for sub-committees.

Adjournment

The meeting was adjourned at 12:55pm. Vice Chair Gratton left the meeting at 12:45.



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: June 26, 2025	AGENDA ITEM: 4.a
TITLE: Review 2025 Mayor's Award and Centennial Home Awards	
PROPOSED MOTION: N/A	
PREPARED BY: Haily Hedblom, Planner	
REVIEWED BY: Haily Hedblom, Planner	

ACTION REQUESTED:

Review the 2025 Mayor's Award and Centennial Home Awards and recap of City Council presentation that took place on June 17, 2025.

FINANCIAL OR BUDGET CONSIDERATION:

N/A

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

BACKGROUND:

Mayor's Award

The 2025 Mayor's Award was presented to the property owner of 257 Central Avenue S. during the May 5th City Council meeting.

Centennial Homes

In 2025, 9 buildings are turning 100, including 8 homes and one commercial building (David Lee Funeral Home). These properties were awarded in the typical fashion at the June 17th Council meeting. Staff and the board notified owners and created framed certificates. Certificates that were not picked up during the Council meeting will be dropped off at the recipient's address along with a letter prepared by staff. The Board is asked to participate in the outreach to centennial award winners and drop off of certificates.

ATTACHMENTS:

1. Mayors Award 2025 - Adlon Adams
2. Centennial Awards - 2025

MAYOR'S BEST HISTORIC RESTORATION AWARD 2025



PRESENTED TO 257 CENTRAL AVE S.

Owner: Adlon Adams

FOR THE

“FISH HOUSE” RESTORATION
“EAST END” NEIGHBORHOOD
BUILT in 1951

CITY OF WAYZATA
Mayor

CENTENNIAL HOME AWARD



This certificate of recognition is being presented to the owners of

1220 Wayzata Blvd. E

WAYZATA, MINNESOTA

in honor of the homes first 100 years.

1925 - 2025

CITY OF WAYZATA
Mayor

HERITAGE PRESERVATION BOARD
Chair

CENTENNIAL HOME AWARD



This certificate of recognition is being presented to the owners of

531 Central Ave. N

WAYZATA, MINNESOTA

in honor of the homes first 100 years.

1925 - 2025

CITY OF WAYZATA
Mayor

HERITAGE PRESERVATION BOARD
Chair

CENTENNIAL HOME AWARD



This certificate of recognition is being presented to the owners of

815 Park St. E

WAYZATA, MINNESOTA

in honor of the homes first 100 years.

1925 - 2025

CITY OF WAYZATA
Mayor

HERITAGE PRESERVATION BOARD
Chair

CENTENNIAL HOME AWARD



This certificate of recognition is being presented to the owners of

728 Wayzata Blvd. E

WAYZATA, MINNESOTA

in honor of the homes first 100 years.

1925 - 2025

CITY OF WAYZATA
Mayor

HERITAGE PRESERVATION BOARD
Chair

CENTENNIAL HOME AWARD



This certificate of recognition is being presented to the owners of

367 Park St. E

WAYZATA, MINNESOTA

in honor of the homes first 100 years.

1925 - 2025

CITY OF WAYZATA
Mayor

HERITAGE PRESERVATION BOARD
Chair

CENTENNIAL HOME AWARD



This certificate of recognition is being presented to the owners of

165 Grove Lane E

WAYZATA, MINNESOTA

in honor of the homes first 100 years.

1925 - 2025

CITY OF WAYZATA
Mayor

HERITAGE PRESERVATION BOARD
Chair

CENTENNIAL HOME AWARD



This certificate of recognition is being presented to the owners of

333 Wise Ave. S

WAYZATA, MINNESOTA

in honor of the homes first 100 years.

1925 - 2025

CITY OF WAYZATA
Mayor

HERITAGE PRESERVATION BOARD
Chair

CENTENNIAL HOME AWARD



This certificate of recognition is being presented to the owners of

137 Huntington Ave. S

WAYZATA, MINNESOTA

in honor of the homes first 100 years.

1925 - 2025

CITY OF WAYZATA
Mayor

HERITAGE PRESERVATION BOARD
Chair

CENTENNIAL HOME AWARD



This certificate of recognition is being presented to the owners of

620 Bushaway Road

WAYZATA, MINNESOTA

in honor of the homes first 100 years.

1925 - 2025

CITY OF WAYZATA
Mayor

HERITAGE PRESERVATION BOARD
Chair



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: June 26, 2025	AGENDA ITEM: 4.b
TITLE: Review 2025 Work Plan	
PROPOSED MOTION: N/A	
PREPARED BY: Alex Sharpe, Community Development Director, Haily Hedblom, Planner	
REVIEWED BY: Alex Sharpe, Community Development Director	

ACTION REQUESTED:

Review the 2025 Work Plan and discuss.

FINANCIAL OR BUDGET CONSIDERATION:

Certain items in the Work Plan will carry costs, particularly the design and printing of the awards.

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

BACKGROUND:

Members should review this month's items in the Work Plan and prepare for next month. The work plan is a living document that can be adjusted throughout the year.

Historic Homes Event

It was decided at the last meeting that the Historic Homes event would be delayed to fall to accommodate summer planning. Board members were asked to lead this effort to ensure continuity during staff transition. Although this has been an action item, staff is seeking input on the work plan to determine staff and committee priorities.

Other Items

The work plan further adjusts timelines of other proposed items for spring and summer to better accommodate staff capacity. The HPB may adjust these timelines to be more aggressive or relaxed as desired, with the understanding that a similar level of support for the board's activities may not be achieved until later this year.

ATTACHMENTS:

1. HPB Work Plan_April



Work Plan Progress – March 2025

Activity	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2025 Work Plan	X											
City Plaques	X	X				X	X	X	X	X	X	X
LMHS Programming Partnership						X	X	X	X	X		
Mayor's Award (annual)		X	X	X	X							
Centennial Homes (annual)		X	X	X	X							
Historic Homes Event (annual?)		X				X	X	X	X			
Update HPB Mission Statement						X						
James J Hill Days							X	X	X			
Recruitment and Retention (3 terms end)									X	X	X	
2026 Work Plan												X

This Month

Current/Preparation – see memo
Historic Homes Event – planning <u>delayed</u> to summer for fall event – adjust as needed at that time
Centennial Homes – stick with original timeline and <u>get homes awarded at May Council</u> – get certificates created and paid for out of the budget and homeowners notified
Mayor's Award – Mayor wants to have a call with the Chair to discuss the HPB's recommendation, certificate needs to be created, homeowner contacted, and <u>awarded at May Council meeting</u>
City Plaques – review Plaque photos for maintenance needs and content updates when capacity is improved among staff and board members, likely later in the year
LMHS Programming – delayed to summer
Slot In
Just Deeds (James J Hill Days)
Racial covenants banned at home sale (tracking Mounds View ordinance)
Proactive engagement with historic property owners (as needed)
Support Section Foreman House funding (as needed)
Burial Mounds education (summer prep for fall event?)
Grant seeking for project capacity (ongoing)
Specific building celebrations on-site (look for upcoming anniversaries)
Bicycle tour (LMHS)
Outdoor media at the Depot (LMHS)
Unfunded
QR codes (Ely, Saint Paul)
Historic markers along Luce Line and/or Dakota rail trails (former Three Rivers Park District project with LMHS)
Grants Tracker
N/A



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: June 26, 2025	AGENDA ITEM: 5.a
TITLE: Introduction of New Planner and Staff Liason to Heritage Preservation Board, Haily Hedblom	
PROPOSED MOTION: N/A	
PREPARED BY: Haily Hedblom, Planner	
REVIEWED BY:	

ACTION REQUESTED:

N/A

FINANCIAL OR BUDGET CONSIDERATION:

N/A

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

BACKGROUND:

The City's new Planner, Haily Hedblom started on June 2nd, 2025. She will be replacing previous City Planner Valerie Quarles as the staff liaison to the HPB. Haily has experience in heritage preservation through graduate school coursework and a previous role as Heritage Preservation Intern at the City of Saint Paul.

ATTACHMENTS:

None



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: June 26, 2025	AGENDA ITEM: 5.b
TITLE: James J. Hill Days Event Table	
PROPOSED MOTION: Discuss and provide staff with direction on whether the Heritage Preservation Board will participate in the 2025 James J. Hill event.	
PREPARED BY: Haily Hedblom, Planner	
REVIEWED BY: Alex Sharpe, Community Development Director	

ACTION REQUESTED:

Discuss and propose one of the following motions"

1. Direct staff to apply for a James J. Hill Days event application and prepare additional materials
2. Direct staff to research other opportunities for Historic Preservation Board outreach/events

FINANCIAL OR BUDGET CONSIDERATION:

N/A

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

Sustain Community Character and Safety

Preservation of Wayzata's historic character and charm

BACKGROUND:

At the April 24, 2025 meeting of the Heritage Preservation Board (HPB), members discussed whether to participate as a sponsor/booth. The Board noted that while the event draws a significant number of attendees, it may no longer be the correct venue for the Board as the event is more regionally focused than Wayzata focused. Participation at the event was an adopted priority for the HPB in both the 2023, 2024 and 2025 work plans.

The three-day event will be held on September 5th - 7th and reports that there were over 80,000 attendees in 2024. To participate as a booth sponsor for Saturday the 6th and Sunday the 7th is \$343.87. To participate on Friday evening is an additional \$125.00.

The deadline to apply for a booth is July 1, 2025.

ATTACHMENTS:

1. James J. Hill Days Event

LAKE MINNETONKA'S LARGEST 3-DAY FESTIVAL SEPTEMBER 5, 6, 7



CLICK > FOR SPONSORSHIP OPPORTUNITIES

All Aboard! James J. Hill Days Street Market Application is Live!

Lake Minnetonka's largest 3-day festival is coming up September 5-7. There will be so many fun-filled attractions and events - we are expecting well over 80,000 in attendance. If interested in sponsorship, contact Brooke at brooke@wayzatawestmetrochamber.com. [Click here to view sponsorship opportunities.](#)

The [James J. Hill Days Street Market Application](#) is now available and is a great way to promote and market a business or cause. Plus, Chamber Members will receive a discounted registration rate. Don't wait - apply today! Applications are due July 1st.

CLICK HERE >

**2025 STREET MARKET
APPLICATION**



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: June 26, 2025	AGENDA ITEM: 5.c
TITLE: New Business from Members	
PROPOSED MOTION: N/A	
PREPARED BY: Haily Hedblom, Planner	
REVIEWED BY:	

ACTION REQUESTED:

N/A

FINANCIAL OR BUDGET CONSIDERATION:

N/A

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

BACKGROUND:

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

ATTACHMENTS:

None



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: June 26, 2025	AGENDA ITEM: 6.a
TITLE: City Calendar and Minutes Rotation Schedule	
PROPOSED MOTION: N/A	
PREPARED BY: Haily Hedblom, Planner	
REVIEWED BY:	

ACTION REQUESTED:

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

FINANCIAL OR BUDGET CONSIDERATION:

N/A

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

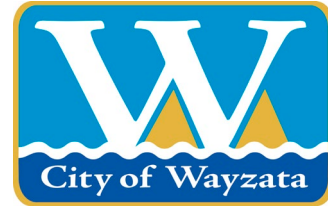
BACKGROUND:

The next HPB meeting is Thursday, July 24, 2025. Judy Starkey is scheduled to take the minutes.

ATTACHMENTS:

1. Wayzata calendar 2025 revised 05.27.2025
2. HPB Meeting Minutes Schedule_March

City of Wayzata 2025 Meeting Calendar



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

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

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

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

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

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

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

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

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

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

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

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

- Energy & Environment 5:30 PM
 - Planning Commission - 6:30 PM
 - City Council - 7:00 PM
Local Board of Appeal & Equalization - April 17th
 - Charter Commission - 9:00 AM
 - Lake Minnetonka
Conservation District (LMCD)
 - Heritage Preservation
Board (HPB) - 11:30 AM
 - Housing & Redevelopment
Authority (HRA) - 7:30 AM
 - Parks & Trails Board - 6:00 PM
 - Night to Unite
 - Holiday Observed
City Offices Closed
 - Election
- Precinct Caucuses - no statewide caucus in 2025

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

Revised
5/27/2025

Wayzata Heritage Preservation Board

2025 Meeting Minutes Schedule

Updated March 2025

Month	Minutes Taker	Received?
January 23	Kelly Gratton	Yes
March 5 (rescheduled from Feb)	Kim Gharrity	Yes
March 26 (rescheduled)	Sue Ankeny	
April 24	Sonya Travanty	
May 22	Kim Gharrity	
June 26	Kelly Gratton	
July 24	Judy Starkey	
August 28	Sonya Travanty	
September 25	Sue Ankeny	
October 23	Kim Gharrity	
November 20	Kelly Gratton	
December 18	Judy Starkey	

2025 Attendance

Meeting	Sue	Kim	Kelly	Judy	Sonya
January	Absent	Present	Present	Present	Absent
March 5	Absent	Present	Absent	Absent	Present
March 26	Absent	Absent	Absent	Present	Present
April	Absent	Present	Absent	Present	Present
May	CANCELLED				
June					
July					
August					
September					
October					
November					
December					

2025 Term Tracker

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