

WAYZATA CITY COUNCIL MEETING AGENDA
Wayzata City Hall Community Room, 600 Rice Street
Tuesday, September 1, 2015

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

WORKSHOP TOPICS FOR DISCUSSION:

- 1. Review Tree Removal Requests (5:00 PM)**
- 2. Review Beltz Broadway Redevelopment Concept (5:45 PM or immediately following)**
- 3. Review Parks & Trails Board CIP Requests and 2016 Equipment Replacement Schedule (6:15 PM or immediately following)**

7:00 PM - CITY COUNCIL MEETING

ITEM	DESCRIPTION	PRESENTER	JM	AM	KW	BA	ST	VOTE	PAGE #
1	Roll Call								
2	Approve Agenda								
3	Public Forum - 15 Minutes (3 min/person)								
a.	Wayzata High School Football Presentation - Coach Anderson								
b.	Consider Approval of Resolution No. 32-2015 Proclaiming the Month of September 2015 as Wayzata Kindness Month; Presentation of Resolution to Girl Scout Troop 13750								3
c.	Presentation of Chamber Exceptional Service Award								
4	New Agenda Items (3 min/councilmember) - 1. Councilmember suggest item to add; 2. Must be seconded by another Councilmember; 3. Determine staff resources, scheduling & timeframe; 4. Discuss & vote to add to future agenda								
a.									
5	Consent Agenda								5
a.	Approval of City Council Workshop Meeting Minutes of August 18, 2015 and City Council Regular Meeting Minutes of August 18, 2015								
b.	Approval of Check Register								
c.	Municipal Licenses Which Received Administrative Approval (Informational Only)								
d.	Approval of Municipal Licenses								
e.	Approval of Contract for Financial Services with Abdo, Eick & Meyers (AEM Financial Solutions LLC)								
f.	Approval of Resolution No. 31-2015 Cancelling Scheduled Levy for General Obligation Improvement Bonds Series 2010A with Hennepin County								
6	New Business								
a.	Consider Resolution No. 29-2015 Approving Variance at 133 Ridgeview Drive E	Schelzel							44
b.	Consider Ordinance to Amend Telecommunication Moratorium	Schelzel							79
c.	Review Letter of Intent with Wayzata School District #284 for Telecom Study	Dudinsky							83
d.	Consider Approval of Telecommunications Tower Feasibility Study Proposal at Wayzata West Middle School submitted by SEH	Dudinsky							88
7	City Manager's Report and Discussion Items								
8	Public Forum (as necessary)								
9	Adjournment								

Meeting Rules of Conduct:

Turn in white card for public forum and blue card for agenda item
Give name and address
Indicate if representing a group
Limit remarks to 3 minutes

Upcoming Meetings:

City Council - September 15 & October 6, 2015
Planning Commission - TUESDAY September 8 & September 21, 2015

Members of the City Council and some staff members may gather at the Wayzata Bar and Grill immediately after the meeting for a purely social event. All members of the public are welcome.

CITY OF WAYZATA

RESOLUTION NO. 32-2015

**RESOLUTION PROCLAIMING THE MONTH OF SEPTEMBER 2015 AS WAYZATA
KINDNESS MONTH**

WHEREAS, the City of Wayzata recognizes the value of encouraging everyone to think about how they could do something nice for another person, and how simple acts of kindness can positively impact the recipient, the performer, the witnesses, and our broader community; and

WHEREAS, citizens of all ages can participate in random acts of kindness at any time, and for the simple wish of spreading happiness and goodwill, and with the hope that each recipient in turn will then carry out an act of kindness and a chain reaction will ensue; and

WHEREAS, kind people help create a nice, caring community for everyone regardless of what we look like or where we come from; and

WHEREAS, members of Girl Scout Troop 13750 are working to promote ways in which our community can be kind to one another.

NOW, THEREFORE, BE IT RESOLVED that the Wayzata City Council does hereby proclaim the month of September, 2015, as

WAYZATA KINDNESS MONTH

in the City of Wayzata. All citizens are encouraged to join with Girl Scout Troop 13750 in their efforts to ensure the kind treatment of fellow citizens.

Adopted this 1st day of September, 2015.

Mayor Ken Willcox

ATTEST:

City Manager Heidi Nelson

ACTION ON THIS RESOLUTION:

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution:

I hereby certify that the foregoing is a true and correct copy of Resolution No. XX-2015, adopted by the City Council of the City of Wayzata, Minnesota, at a duly authorized meeting held on September 1, 2015.

Deputy City Clerk Becky Malone

SEAL

WAYZATA CITY COUNCIL
DRAFT - WORKSHOP MEETING MINUTES
August 18, 2015

5:30 PM GENERAL & ENTERPRISE FUNDS (EXCLUDING LIQUOR OPERATIONS) AND CIP BUDGET WORKSHOP

Mayor Willcox called the workshop meeting to order at 5:30 pm in the Community Room at Wayzata City Hall. Council Members present: Anderson, Mullin, McCarthy, and Tyacke. Also present: City Manager Nelson, Director of Planning and Building Gadow, Director of Public Service Dudinsky, Senior Accountant Ovshak, Fire Chief Kevin Klapprich, Chief of Police Risvold, Management/Planning Intern Peters, and City Financial Consultant McDonald with AEM.

Mr. McDonald presented the 2016 preliminary budget, as prepared by City staff, with updated data received from the August 5, 2015 City Council Workshop Meeting. These changes include: the addition of a Police Officer for a full year, an additional part-time Community Service Officer (CSO) position; an increase in the Fire Chief stipend; an increase in lifeguard services; and the return of the Dock Master positions for 2016. The budget presented at today's workshop is out of balance as a result of implementing these changes.

Mr. McDonald provided the following suggestions on ways to balance the budget: \$16,000 of the 2016 AEM Contract for Financial Services would be expensed to Water & Sewer and Liquor Operations; \$15,000 eliminated from the Admin/Finance Budget resulting from the Communications Board withdrawing their request for Visitors Bureau website enhancement; \$3,000 increase in Court Fine Revenue; and an increase in revenues in the Building/Heating/Plumbing/Plan check line items which were originally conservatively budgeted.

Ms. Nelson explained that after the preliminary levy is set, it can be reduced but cannot be increased for the final levy amount.

The Council discussed the percentage of the total levy increase. The Council directed staff to budget for a 2.95% total levy increase.

Ms. Nelson asked the Council to think about the following budgeted items which will be considered at the City Council Budget Workshop Meeting to be held on September 1: \$6,500 in funding for an updated Parks & Trails Brochure and website enhancements; \$10,000 in funding for the Trolley in 2016.

Mr. Willcox asked Ms. Anderson to obtain Trolley ridership information for presentation to the City Council at a future workshop.

Mr. Dudinsky reviewed a summary of the planned 2016 Capital Improvements.

The workshop meeting was adjourned at 6:50 pm.

Respectfully submitted,

Becky Malone
Deputy City Clerk

WAYZATA CITY COUNCIL
DRAFT - MEETING MINUTES
August 18, 2015

AGENDA ITEM 1. Call to Order and Roll Call.

Mayor Willcox called the meeting to order at 7 p.m. Council Members present: Anderson, McCarthy, Mullin and Tyacke. Also present: City Manager Nelson, Director of Planning & Building Gadow, City Engineer/Assistant Director of Public Works Kelly, Management/Planning Intern Peters, and City Attorney Schelzel.

AGENDA ITEM 2. Approve Agenda.

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

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

a. Update on Bushaway Road Project

Trudy Richter, representative for Shafer Consulting Company, gave a brief update on the Bushaway Road project and reported the goal is to have a paved surface from the southernmost part of the project up to Eastman completed during this construction season. The railroad bridge will not be completed until the spring.

Mr. Kelly announced there will be a Resident Listening Session on Thursday, at 9:00 a.m., in Council chambers.

Mr. Willcox announced this is Mr. Gadow's last meeting, as he is moving to New Glarus, Wisconsin, to be the Village Administrator. He thanked Mr. Gadow for his work and announced a party for Mr. Gadow will be held on August 27, 4:30 p.m. to 6:30 p.m., at the Muni.

AGENDA ITEM 4. New Agenda Items.

Mrs. Anderson and Mr. Mullin requested review of the policy on how to notify residents of special events.

Messrs. Mullin and Tyacke requested the Council hold a Workshop to consider landscape manicuring along the lake edge at Lake Street.

Ms. Nelson announced there will be an event to share a report on progress in the community and a preview of McCormick's Beachside on Wednesday, August 19, 5-7 p.m. In case of inclement weather, the website should be checked for updated information on location of the event.

AGENDA ITEM 5. Consent Agenda.

Mrs. Anderson made a motion, seconded by Mr. Mullin, to approve the consent agenda:

- a. Approval of City Council Workshop Meeting Minutes of August 5, 2015 and City Council Regular Meeting Minutes of August 5, 2015
- b. Approval of Check Register
- c. Approval of Municipal Licenses
- d. Police Activity Report
- e. Building Activity Report
- f. Approval of Interim Planning Services Contract
- g. Approval of Resolution No. 30-2015 Authorizing Amendment to Residential Recycling Grant Agreement with Hennepin County.

The motion carried 5/0.

AGENDA ITEM 6. New Business.

a. Consider Heritage Preservation Board (HPB) Plaque Request for Burial Mounds at City Hall

Sue Sorrentino, Wayzata Historical Society, reported a proposed plaque has been developed to be located between the Library and City Hall, in coordination with the State Archeologist's Office and Minnesota Indian Affairs Office. The HPB is requesting approval of the proposed plaque text in order to begin fabrication of the new plaque.

The Council asked if the Native American community has been consulted about the plaque text and suggested Ms. Sorrentino contact Trudy Richter and the Smithsonian in Washington D.C. for names of people to consult. Mrs. Anderson acknowledged the HPB for their work.

Mrs. Anderson made a motion, seconded by Mr. Tyacke, to approve the size, location, and language on the plaque contingent on the HPB seeking out the Native American community for further consultation. The motion carried 5/0.

b. Consider Approval of Resolution No. 29-2015 Approving Variance at 133 Ridgeview Drive East

Mrs. Anderson recused herself from this agenda item stating she lives within 350 feet of the proposed variance and had decided not participate in the discussion and vote on this matter.

Mr. Gadow reported the applicants, Graham and Nancy Gnos, are requesting approval of a variance in order to construct an expansion to an existing garage at 133 Ridgeview Drive East. The requested variance would allow them to encroach into the ten-foot sideyard setback to a distance of 5.6 feet. The Planning Commission recommends approval, on a 4-1 vote, with 1 Recusal (Mr. Gnos), and 1 Absence.

Graham Gnos, 133 Ridgeview Drive East, stated no additional driveway space is being added in connection with the addition to the garage. He stated that the house is for sale and the feedback is that the house is great except it needs a two-car garage.

Messrs. Tyacke Mullin stated their support for the application, while Mrs. McCarthy and Mr. Willcox stated why they do not support the application.

Mr. Schelzel advised that in order for this variance to be granted, an affirmative majority vote of Council is needed. If a motion to approve the draft resolution approving the application fails, he suggested the Council put forward a motion to direct staff to draft a different resolution for Council consideration.

Mr. Gnos stated they have talked to the neighbors to the east and they are supportive. They have also looked at other alternatives to this project, but have run into obstacles. Mrs. Gnos stated the home updates they have completed since moving to the home have stayed true to the neighborhood. There are other alternatives they could try in place of this proposed request, but it would significantly alter the look and feel of the home and not fit in with the neighborhood. He explained it is not about financial gain, it is about keeping up the value of the home and the neighborhood.

Mr. Mullin made a motion, seconded by Mr. Tyacke, to approve Resolution No. 29-2015 Approving Variance at 133 Ridgeview Drive East.

Mr. Gadow clarified that Section 1.4 of Resolution No. 29-2015 should read "15,000 SF minimum lots sizes", not 5,000 SF. Mr. Schelzel stated Section 4.1.A. of the Resolution should read "The Applicant must secure all necessary building permits for construction, and follow all laws and regulations applicable to the Project."

Mr. Mullin made a motion, seconded by Mr. Tyacke, to approve Resolution No. 29-2015 Approving Variance at 133 Ridgeview Drive East as revised to reflect the changes recommended by staff.

Mr. Schelzel advised if the vote on this Resolution is deadlocked, Council could direct staff to prepare an alternate resolution denying the variance request. If that motion fails, Council could table further action on the Application until the next meeting to see if any minds have

changed but should take action within the timeline and requirements of the 60 Day Rule. If action is not taken as required by the rule, the request is automatically approved.

Upon a roll call vote, with Mr. Mullin and Mr. Tyacke voting yes, and Mrs. McCarthy and Mr. Willcox voting no, the motion failed.

Mrs. McCarthy made a motion, seconded by Mr. Willcox, to direct staff to prepare a resolution denying the Variance request at 133 Ridgeview Drive East.

Upon a roll call vote, with Mrs. McCarthy and Mr. Willcox voting yes, and Mr. Mullin and Mr. Tyacke voting no, the motion failed.

Mr. Mullin made a motion, seconded by Mr. Tyacke, to continue discussion of Resolution No. 29-2015 Approving Variance at 133 Ridgeview Drive East at the next Council meeting. The motion carried 4/0.

The Council recessed at 8:06 p.m.

Mrs. Anderson returned to the Council dais.

The Council reconvened at 8:10 p.m.

c. Update on 235-259 Lake Street E Redevelopment Project Concept

Mr. Gadow reported on May 19, 2015, a meeting was held with Mr. Brad Hoyt, property owner of 253 Lake Street, Mr. Pat Hughes, property owner of 239 Lake Street E., and Ms. Kim Erickson of Cambridge State Bank for 259 Lake Street, to discuss potential redevelopment options for the properties. Mr. Hoyt has worked with Mr. Neil Weber of Weber Architects and Planners to develop a site plan concept for the properties. Mr. Weber met with the Housing and Redevelopment Authority (HRA) who indicated they are supportive of the concept.

Mr. Weber presented the Council with two concepts for the Lake Street site. Concept No. 1 includes three different buildings and a three-level parking ramp. Concept No. 2 includes the development of three properties and would tie in four existing properties with a one-level parking ramp located behind the building.

Mrs. Anderson, Messrs. Tyacke, Mullin, and Willcox stated they are in favor of further exploring the plan for Concept No. 2. Mrs. McCarthy stated she is not open to the City owning, operating, and maintaining a parking ramp that is benefitting the businesses with the residents paying for it. Mr. Weber stated there may be some benefit to the City owning the parking ramp.

Jason Aarsvold, Ehlers and Associates, presented a TIF analysis based on the concept provided by Mr. Weber. The present value would be \$3.2 million and when fully built it would generate \$240,000 of tax increment annually for 26 years.

The Council asked what the next steps are to move this project forward. Ms. Nelson stated there needs to be an understanding of which property owners are interested before proceeding. The next step would be developing a Letter of Intent to outline the expectations from the City and from the developers.

Mr. Hoyt addressed the Council and stated the financing options need to be figured out so they know if the plans can be completed.

Mr. Mullin made a motion, seconded by Mrs. Anderson, to authorize staff to enter into discussion with one or four parties to frame a Letter of Intent and to extend internal and/or external resources to provide the direction that developers need to understand the finance options. The motion carried 4/1. (McCarthy)

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

a. Upcoming Dates

Ms. Nelson reported on September 1 there will be a Workshop with the Beltz group about the redevelopment concept along Broadway.

Ms. Nelson reported on September 15 a draft of the pre-design and program report for the Mill Street ramp will be presented.

Ms. Nelson announced on October 6, during the Workshop, there will be a report of the pilot programs from the summer that collected data about valet parking, enforcement, employee's use of parking, dock usage, trolley operation, and results from the survey on the website.

b. Update on Lake Effect

Ms. Nelson reported the Selection Committee's recommendations for Lake Effect will be presented at the September 15 Council meeting. Staff is working to incorporate the timeline of the parking ramp with the Lake Effect design.

c. Update on Construction Projects

Mr. Kelly gave an update on Ferndale Road.

Mr. Kelly announced the Bushaway Road Landscape Committee will meet on September 17 at 7:30 a.m.

Mr. Kelly reported there have been some reports of issues with the pedestrian crossing at Wayzata Boulevard and Central Avenue. All of the crossing timings in Wayzata have been updated to give pedestrians a longer amount of time to cross the street. Mr. Kelly indicated he will work with Mr. Mullin to get the other pedestrian crossing issue resolved.

Mrs. McCarthy requested staff look at the intersection at Lake and Superior to make sure the pedestrian light is working.

Mr. Kelly stated Eastman Lane is not yet finished. There have been some concerns as how to better access the boat launch. He proposed creating a lane for cars and trailers to access the ramp. The Council agreed with this proposal. There will also be some updates to show where the bike trail is and where parking is allowed.

c. Update on Long Lake Police Contracts

Ms. Nelson reported the City hopes to secure a longer-term contract with the City of Long Lake to provide police services. Long Lake will vote on the contract at their September 1 meeting.

d. Announcements

Mr. Willcox announced this is Mr. Gadow's last meeting. The Council acknowledged and thanked him for his work. Mr. Gadow expressed his appreciation.

AGENDA ITEM 8. Public Forum Continued (if necessary).

There were no comments.

AGENDA ITEM 9. Adjournment.

Mrs. McCarthy made a motion, seconded by Mr. Tyacke to adjourn. There being no further business, Mr. Willcox adjourned the meeting at 9:24 p.m.

Respectfully submitted,

Becky Malone
Deputy City Clerk

Drafted by Shannon Schmidt
TimeSaver Off Site Secretarial, Inc.

***Check Detail Register©**

August 2015

			Check Amt	Invoice	Comment
10100 Anchor Bank					
Paid Chk#	099737	8/18/2015	ARCTIC GLACIER INC.		
E 640-47000-254	Soft Drinks/Mix For Resale		\$50.50	382521500	ICE
E 640-47000-254	Soft Drinks/Mix For Resale		\$182.08	383522713	ICE
E 640-47000-254	Soft Drinks/Mix For Resale		\$52.89	387522200	ICE
E 640-47000-254	Soft Drinks/Mix For Resale		\$173.51	402521309	ICE
E 640-47000-254	Soft Drinks/Mix For Resale		\$144.73	473522008	ICE
	Total ARCTIC GLACIER INC.		\$603.71		
Paid Chk#	099738	8/18/2015	ARTISAN BEER COMPANY		
E 640-47000-253	Beer For Resale		\$96.00	3045909	BEER
E 640-47000-253	Beer For Resale		\$133.50	3045910	BEER
E 640-47000-253	Beer For Resale		\$192.00	3047217	BEER
E 640-47000-253	Beer For Resale		\$139.00	3047218	BEER
E 640-47000-253	Beer For Resale		\$177.50	3048568	BEER
	Total ARTISAN BEER COMPANY		\$738.00		
Paid Chk#	099739	8/18/2015	BELLBOY BAR SUPPLY CORP.		
E 640-47000-252	Wine For Resale		\$640.00	49490000	WINE
E 640-47000-259	Freight		\$7.75	49490000	FREIGHT
E 640-47000-251	Liquor For Resale		\$2,012.34	49490100	LIQUOR
E 640-47000-259	Freight		\$17.31	49490100	FREIGHT
E 640-47000-251	Liquor For Resale		\$1,159.15	49603100	LIQUOR
E 640-47000-259	Freight		\$20.15	49603100	FREIGHT
E 640-47000-254	Soft Drinks/Mix For Resale		\$31.50	92476000	MISC.MIX
E 640-47000-259	Freight		\$2.15	92476000	FREIGHT
E 640-47000-210	Operating Supplies (GENERAL)		\$177.00	92515000	SUPPLIES
E 640-47000-254	Soft Drinks/Mix For Resale		\$129.00	92515000	MISC.MDSE.
E 640-47000-259	Freight		\$5.43	92515000	FREIGHT
	Total BELLBOY BAR SUPPLY CORP.		\$4,201.78		
Paid Chk#	099740	8/18/2015	BERNICK'S WINE		
E 640-47000-254	Soft Drinks/Mix For Resale		\$196.55	238974	MISC.BEV.
E 640-47000-253	Beer For Resale		\$179.90	238975	BEER
	Total BERNICK'S WINE		\$376.45		
Paid Chk#	099741	8/18/2015	BERRY COFFEE COMPANY		
E 640-48000-254	Soft Drinks/Mix For Resale		\$122.95	M15605	COFFEE
E 640-48000-254	Soft Drinks/Mix For Resale		\$124.95	M16822	COFFEE
E 640-48000-254	Soft Drinks/Mix For Resale		\$80.95	M18181	COFFEE
E 640-48000-254	Soft Drinks/Mix For Resale		\$36.95	M20848	COFFEE
E 640-48000-254	Soft Drinks/Mix For Resale		\$100.95	M23873	COFFEE
	Total BERRY COFFEE COMPANY		\$466.75		
Paid Chk#	099742	8/18/2015	BOURGET IMPORTS		
E 640-47000-252	Wine For Resale		\$584.00	128179	WINE
E 640-47000-259	Freight		\$7.50	128179	FREIGHT
E 640-47000-252	Wine For Resale		\$1,695.95	129291	WINE
E 640-47000-259	Freight		\$22.50	129291	FREIGHT
	Total BOURGET IMPORTS		\$2,309.95		
Paid Chk#	099743	8/18/2015	CINTAS CORPORATION		
E 640-48500-210	Operating Supplies (GENERAL)		\$103.92	5003385591	FIRST AID SUPPLIES
	Total CINTAS CORPORATION		\$103.92		
Paid Chk#	099744	8/18/2015	COCA-COLA		
E 640-47000-254	Soft Drinks/Mix For Resale		\$225.16	0198054716	MISC.BEV.
E 640-48000-254	Soft Drinks/Mix For Resale		\$1,157.88	0198055210	MISC.BEV.

***Check Detail Register©**

August 2015

			Check Amt	Invoice	Comment
Total COCA-COLA			\$1,383.04		
Paid Chk# 099745	8/18/2015	COZZINI BROS., INC.			
E 640-48500-415	Other Equipment Rentals		\$73.48	C1935048	KNIFE EXCHANGE
Total COZZINI BROS., INC.			\$73.48		
Paid Chk# 099746	8/18/2015	CULLIGAN-METRO			
E 640-48000-210	Operating Supplies (GENERAL)		\$118.43	101X28048901	SUPPLIES
Total CULLIGAN-METRO			\$118.43		
Paid Chk# 099747	8/18/2015	DAHLHEIMER DISTRIBUTING CO.			
E 640-47000-253	Beer For Resale		(\$8.00)	113169	BEER
E 640-47000-253	Beer For Resale		\$603.77	1166162	BEER
E 640-48000-253	Beer For Resale		\$120.00	1166163	BEER
E 640-47000-253	Beer For Resale		\$829.95	1169029	BEER
E 640-48000-253	Beer For Resale		\$489.00	1169030	BEER
Total DAHLHEIMER DISTRIBUTING CO.			\$2,034.72		
Paid Chk# 099748	8/18/2015	DAY DISTRIBUTING			
E 640-48000-253	Beer For Resale		\$384.00	814112	BEER
E 640-47000-253	Beer For Resale		\$2,575.60	814113	BEER
E 640-47000-253	Beer For Resale		\$43.00	814621	BEER
E 640-48000-253	Beer For Resale		\$83.00	816039	BEER
Total DAY DISTRIBUTING			\$3,085.60		
Paid Chk# 099749	8/18/2015	DENNYS 5TH AVENUE BAKERY			
E 640-48500-255	FOODIngredients For Resale		\$226.67	564347	FOOD
E 640-48500-255	FOODIngredients For Resale		\$134.99	568141	FOOD
E 640-48500-255	FOODIngredients For Resale		\$68.09	568202	FOOD
E 640-48500-255	FOODIngredients For Resale		\$84.94	568352	FOOD
E 640-48500-255	FOODIngredients For Resale		\$75.74	568603	FOOD
E 640-48500-255	FOODIngredients For Resale		\$113.93	568769	FOOD
E 640-48500-255	FOODIngredients For Resale		\$105.56	569090	FOOD
E 640-48500-255	FOODIngredients For Resale		\$88.42	569143	FOOD
E 640-48500-255	FOODIngredients For Resale		(\$3.35)	569238	FOOD
E 640-48500-255	FOODIngredients For Resale		\$90.61	569315	FOOD
E 640-48500-255	FOODIngredients For Resale		\$108.99	569465	FOOD
E 640-48500-255	FOODIngredients For Resale		\$76.34	569593	FOOD
E 640-48500-255	FOODIngredients For Resale		\$75.44	569723	FOOD
E 640-48500-255	FOODIngredients For Resale		\$92.25	570041	FOOD
Total DENNYS 5TH AVENUE BAKERY			\$1,338.62		
Paid Chk# 099750	8/18/2015	ENKI BREWING COMPANY			
E 640-48000-253	Beer For Resale		\$100.00	4280	BEER
Total ENKI BREWING COMPANY			\$100.00		
Paid Chk# 099751	8/18/2015	EXTREME BEVERAGE, LLC			
E 640-47000-254	Soft Drinks/Mix For Resale		\$209.40	398-17	MISC.BEV.
Total EXTREME BEVERAGE, LLC			\$209.40		
Paid Chk# 099752	8/18/2015	G & K SERVICES			
E 640-48500-217	Uniforms		\$81.20	1013230961	KITCHEN UNIFORMS & SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)		\$70.10	1013230961	KITCHEN UNIFORMS & SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$63.31	1013230961	KITCHEN UNIFORMS & SUPPLIES
E 640-48500-217	Uniforms		\$80.52	1013242346	KITCHEN UNIFORMS & SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$57.94	1013242346	KITCHEN UNIFORMS & SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)		\$73.74	1013242346	KITCHEN UNIFORMS & SUPPLIES
Total G & K SERVICES			\$426.81		

***Check Detail Register©**

August 2015

			Check Amt	Invoice	Comment
Paid Chk#	099753	8/18/2015	GRAPE BEGINNINGS, INC.		
E 640-47000-252	Wine For Resale		\$1,232.17	184579	WINE
E 640-47000-259	Freight		\$13.50	184579	FREIGHT
E 640-47000-259	Freight		\$56.25	184970	FREIGHT
E 640-47000-252	Wine For Resale		\$3,600.00	184970	WINE
E 640-47000-252	Wine For Resale		\$360.00	185166	WINE
E 640-47000-259	Freight		\$2.25	185166	FREIGHT
E 640-47000-252	Wine For Resale		\$482.00	185498	WINE
E 640-47000-259	Freight		\$9.00	185498	FREIGHT
Total GRAPE BEGINNINGS, INC.			\$5,755.17		
Paid Chk#	099754	8/18/2015	HOHENSTEINS INC.		
E 640-47000-253	Beer For Resale		\$422.00	776985	BEER
Total HOHENSTEINS INC.			\$422.00		
Paid Chk#	099755	8/18/2015	JJ TAYLOR DISTRIBUTING OF MN		
E 640-47000-253	Beer For Resale		\$1,864.77	2400236	BEER
E 640-47000-253	Beer For Resale		\$1,043.42	2400283	BEER
E 640-47000-253	Beer For Resale		\$83.00	2400294	BEER
Total JJ TAYLOR DISTRIBUTING OF MN			\$2,991.19		
Paid Chk#	099756	8/18/2015	JOHNSON BROS.-ST.PAUL		
E 640-47000-252	Wine For Resale		\$144.00	5220713	WINE
E 640-47000-259	Freight		\$3.66	5220713	FREIGHT
E 640-47000-252	Wine For Resale		\$301.85	5226387	WINE
E 640-47000-259	Freight		\$8.54	5226387	FREIGHT
E 640-47000-259	Freight		\$30.50	5226388	FREIGHT
E 640-47000-251	Liquor For Resale		\$2,291.82	5226388	LIQUOR
E 640-47000-252	Wine For Resale		\$3,517.90	5226389	WINE
E 640-47000-259	Freight		\$48.80	5226389	FREIGHT
E 640-47000-251	Liquor For Resale		\$398.25	5227858	LIQUOR
E 640-47000-259	Freight		\$4.88	5227858	FREIGHT
E 640-47000-252	Wine For Resale		\$1,577.50	5227859	WINE
E 640-47000-259	Freight		\$28.06	5227859	FREIGHT
E 640-47000-251	Liquor For Resale		\$2,427.26	5227860	LIQUOR
E 640-47000-259	Freight		\$29.28	5227860	FREIGHT
E 640-47000-259	Freight		\$19.52	5231883	FREIGHT
E 640-47000-251	Liquor For Resale		\$1,777.02	5231883	LIQUOR
E 640-47000-251	Liquor For Resale		\$118.75	5231884	LIQUOR
E 640-47000-254	Soft Drinks/Mix For Resale		\$32.25	5231884	MISC.MIX
E 640-47000-259	Freight		\$2.44	5231884	FREIGHT
E 640-47000-251	Liquor For Resale		\$2,321.30	5231885	LIQUOR
E 640-47000-259	Freight		\$16.65	5231885	FREIGHT
E 640-47000-252	Wine For Resale		\$738.90	5231886	WINE
E 640-47000-259	Freight		\$14.64	5231886	FREIGHT
E 640-47000-251	Liquor For Resale		\$209.57	5231887	LIQUOR
E 640-47000-259	Freight		\$3.66	5231887	FREIGHT
E 640-47000-259	Freight		\$56.12	5231888	FREIGHT
E 640-47000-252	Wine For Resale		\$2,619.50	5231888	WINE
E 640-48000-252	Wine For Resale		\$129.22	5233074	WINE
E 640-47000-251	Liquor For Resale		\$448.00	5233267	LIQUOR
E 640-47000-259	Freight		\$4.88	5233267	FREIGHT
E 640-47000-252	Wine For Resale		\$436.00	5233268	WINE
E 640-47000-259	Freight		\$7.32	5233268	FREIGHT
E 640-47000-252	Wine For Resale		(\$34.00)	537081	WINE
Total JOHNSON BROS.-ST.PAUL			\$19,734.04		
Paid Chk#	099757	8/18/2015	KARLSBURGER FOODS, INC.		

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E 640-48500-255	FOOD	Ingredients For Resale	\$219.75	000385865	FOOD
Total KARLSBURGER FOODS, INC.			\$219.75		
Paid Chk# 099758	8/18/2015	KREATZ, DAVID			
E 640-48500-130	Employer Paid Ins		\$275.32	AUGUST 2015	AUGUST 2015
Total KREATZ, DAVID			\$275.32		
Paid Chk# 099759	8/18/2015	M.AMUNDSON LLP			
E 640-47000-256	MISC.	MDSE.RESALE	\$1,046.87	201118	CIGARETTES
Total M.AMUNDSON LLP			\$1,046.87		
Paid Chk# 099760	8/18/2015	MARGRON SKOGLUND WINE IMPORTS			
E 640-47000-252	Wine For Resale		\$616.00	20018770	WINE
E 640-47000-259	Freight		\$9.00	20018770	FREIGHT
E 640-47000-252	Wine For Resale		\$385.37	20018780	WINE
E 640-47000-259	Freight		\$7.50	20018780	FREIGHT
tal MARGRON SKOGLUND WINE IMPORTS			\$1,017.87		
Paid Chk# 099761	8/18/2015	NORTHWESTERN FRUIT COMPANY			
E 640-48500-255	FOOD	Ingredients For Resale	(\$26.00)	817747	FOOD
E 640-48500-255	FOOD	Ingredients For Resale	\$727.80	819180	FOOD
E 640-48000-253	Beer For Resale		\$8.00	819396	BEER
E 640-48000-251	Liquor For Resale		\$68.95	819396	LIQUOR
E 640-48500-255	FOOD	Ingredients For Resale	\$33.10	819396	FOOD
E 640-48500-255	FOOD	Ingredients For Resale	\$515.80	819561	FOOD
E 640-48500-255	FOOD	Ingredients For Resale	\$841.45	819740	FOOD
E 640-48000-251	Liquor For Resale		\$12.40	819740	LIQUOR
E 640-48000-253	Beer For Resale		\$5.00	819740	BEER
E 640-48000-251	Liquor For Resale		\$8.60	819928	LIQUOR
E 640-48000-253	Beer For Resale		\$8.00	819928	BEER
E 640-48500-255	FOOD	Ingredients For Resale	\$227.90	819928	FOOD
E 640-48500-255	FOOD	Ingredients For Resale	\$568.60	820080	FOOD
E 640-48000-251	Liquor For Resale		\$8.60	820080	LIQUOR
E 640-48000-253	Beer For Resale		\$6.00	820080	BEER
E 640-48500-255	FOOD	Ingredients For Resale	\$531.45	820171	FOOD
E 640-48000-253	Beer For Resale		\$5.00	820171	BEER
Total NORTHWESTERN FRUIT COMPANY			\$3,550.65		
Paid Chk# 099762	8/18/2015	PAUSTIS & SONS			
E 640-47000-259	Freight		\$4.50	8509116	FREIGHT
E 640-47000-252	Wine For Resale		\$222.00	8509116	WINE
E 640-48000-252	Wine For Resale		\$226.50	8509963	WINE
E 640-47000-259	Freight		\$41.25	8509966	FREIGHT
E 640-47000-252	Wine For Resale		\$2,840.41	8509966	WINE
E 640-47000-252	Wine For Resale		\$440.00	8510283	WINE
E 640-47000-251	Liquor For Resale		\$172.00	8510517	LIQUOR
E 640-47000-259	Freight		\$2.25	8510517	FREIGHT
E 640-47000-252	Wine For Resale		\$1,813.98	8510939	WINE
E 640-47000-259	Freight		\$25.00	8510939	FREIGHT
E 640-48000-252	Wine For Resale		\$216.75	8510948	WINE
Total PAUSTIS & SONS			\$6,004.64		
Paid Chk# 099763	8/18/2015	PHILLIPS WINES & SPIRITS			
E 640-47000-251	Liquor For Resale		(\$102.57)	217369	LIQUOR
E 640-47000-252	Wine For Resale		(\$39.00)	218277	WINE
E 640-47000-252	Wine For Resale		(\$91.22)	218449	WINE
E 640-47000-259	Freight		\$1.22	2826575	FREIGHT
E 640-47000-252	Wine For Resale		\$56.00	2826575	WINE

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E 640-47000-259	Freight		\$25.83	2830227	FREIGHT
E 640-47000-252	Wine For Resale		\$2,234.80	2830227	WINE
E 640-47000-251	Liquor For Resale		\$554.95	2830228	LIQUOR
E 640-47000-259	Freight		\$7.32	2830228	FREIGHT
E 640-47000-252	Wine For Resale		\$136.00	2830229	WINE
E 640-47000-259	Freight		\$1.22	2830229	FREIGHT
E 640-47000-259	Freight		\$9.88	2833838	FREIGHT
E 640-47000-251	Liquor For Resale		\$1,093.64	2833838	LIQUOR
E 640-47000-259	Freight		\$26.44	2833839	FREIGHT
E 640-47000-252	Wine For Resale		\$1,979.00	2833839	WINE
Total PHILLIPS WINES & SPIRITS			\$5,893.51		
Paid Chk# 099764	8/18/2015	PLUNKETT S PEST CONTROL			
E 640-48000-409	Maint services & Improv		\$120.41	4278379	SERVICE
Total PLUNKETT S PEST CONTROL			\$120.41		
Paid Chk# 099765	8/18/2015	QUALITY SERVICE, INC.			
E 640-48500-404	Repairs/Maint - Machin/Equip		\$38.46	30948	BROILER REPAIRS
E 640-48500-404	Repairs/Maint - Machin/Equip		\$168.69	31008	OVEN REPAIRS
E 640-48500-404	Repairs/Maint - Machin/Equip		\$235.70	31021	OVEN REPAIRS
Total QUALITY SERVICE, INC.			\$442.85		
Paid Chk# 099766	8/18/2015	ROOTSTOCK WINE COMPANY			
E 640-47000-252	Wine For Resale		\$1,588.00	15-13202	WINE
E 640-47000-259	Freight		\$10.50	15-13202	FREIGHT
Total ROOTSTOCK WINE COMPANY			\$1,598.50		
Paid Chk# 099767	8/18/2015	SOUTHERN WINE & SPIRITS OF MN			
E 640-47000-259	Freight		\$8.12	1308965	FREIGHT
E 640-47000-252	Wine For Resale		\$1,803.58	1308965	WINE
E 640-47000-252	Wine For Resale		\$2,050.00	1308966	WINE
E 640-47000-259	Freight		\$33.75	1308966	FREIGHT
E 640-47000-252	Wine For Resale		\$1,022.74	1311350	WINE
E 640-47000-259	Freight		\$6.15	1311350	FREIGHT
E 640-47000-252	Wine For Resale		\$4,724.00	1313763	WINE
E 640-47000-259	Freight		\$27.50	1313763	FREIGHT
E 640-47000-251	Liquor For Resale		\$1,052.73	1313764	LIQUOR
E 640-47000-259	Freight		\$10.00	1313764	FREIGHT
E 640-47000-259	Freight		\$43.75	1313765	FREIGHT
E 640-47000-252	Wine For Resale		\$2,737.00	1313765	WINE
E 640-47000-259	Freight		\$49.27	1316086	FREIGHT
E 640-47000-251	Liquor For Resale		\$7,892.92	1316086	LIQUOR
E 640-47000-259	Freight		\$11.25	1316087	FREIGHT
E 640-47000-252	Wine For Resale		\$208.00	1316087	WINE
E 640-47000-259	Freight		\$2.50	1316088	FREIGHT
E 640-47000-252	Wine For Resale		\$176.00	1316088	WINE
E 640-47000-252	Wine For Resale		\$1,346.00	1316089	WINE
E 640-47000-259	Freight		\$23.75	1316089	FREIGHT
E 640-47000-252	Wine For Resale		\$2,944.00	1316757	WINE
E 640-47000-259	Freight		\$35.00	1316757	FREIGHT
E 640-47000-252	Wine For Resale		(\$174.00)	9062725	WINE
Total SOUTHERN WINE & SPIRITS OF MN			\$26,034.01		
Paid Chk# 099768	8/18/2015	SPENCER JANITORIAL			
E 640-48000-409	Maint services & Improv		\$2,265.33	10341	MONTHLY BAR CLEANING
Total SPENCER JANITORIAL			\$2,265.33		
Paid Chk# 099769	8/18/2015	STRATEGIC EQUIPMENT AND			

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E 640-48500-210	Operating Supplies (GENERAL)	\$432.76	2475017	SUPPLIES
Total	STRATEGIC EQUIPMENT AND	\$432.76		
Paid Chk# 099770	8/18/2015	SYSCO MINNESOTA		
E 640-48000-342	Promotions - Food/Drinks	\$30.00	508030903	PROMO FOOD
E 640-48000-251	Liquor For Resale	\$38.36	508030903	LIQUOR
E 640-48500-210	Operating Supplies (GENERAL)	\$127.15	508030903	KITCHEN SUPPLIES
E 640-48500-255	FOODIngredients For Resale	\$3,004.15	508030903	FOOD
E 640-48500-255	FOODIngredients For Resale	\$155.41	508060029	FOOD
E 640-48000-342	Promotions - Food/Drinks	\$28.15	508071464	PROMO FOOD
E 640-48500-210	Operating Supplies (GENERAL)	\$28.50	508071464	KITCHEN SUPPLIES
E 640-48500-255	FOODIngredients For Resale	\$4,340.19	508071464	FOOD
E 640-48000-251	Liquor For Resale	\$80.87	508071464	LIQUOR
E 640-48500-255	FOODIngredients For Resale	\$4,164.35	508100892	FOOD
E 640-48500-210	Operating Supplies (GENERAL)	\$123.01	508100892	KITCHEN SUPPLIES
E 640-48000-342	Promotions - Food/Drinks	\$29.99	508100892	PROMO FOOD
Total	SYSCO MINNESOTA	\$12,150.13		
Paid Chk# 099771	8/18/2015	THORPE DISTRIBUTING CO.		
E 640-47000-253	Beer For Resale	(\$28.00)	904936	BEER
E 640-47000-253	Beer For Resale	(\$193.50)	908081	BEER
E 640-47000-253	Beer For Resale	\$6,213.15	908081	BEER
E 640-47000-253	Beer For Resale	\$356.25	911050	BEER
E 640-48000-253	Beer For Resale	\$65.70	911051	BEER
E 640-48000-253	Beer For Resale	\$723.00	911052	BEER
E 640-47000-253	Beer For Resale	\$2,116.00	911084	BEER
E 640-47000-253	Beer For Resale	\$55.65	911085	BEER
E 640-47000-253	Beer For Resale	\$165.55	911086	BEER
E 640-47000-253	Beer For Resale	\$591.75	912491	BEER
E 640-47000-253	Beer For Resale	\$886.00	912636	BEER
E 640-47000-253	Beer For Resale	\$17.15	912637	BEER
Total	THORPE DISTRIBUTING CO.	\$10,968.70		
Paid Chk# 099772	8/18/2015	TKO WINES, INC.		
E 640-47000-252	Wine For Resale	\$1,416.00	1757	WINE
Total	TKO WINES, INC.	\$1,416.00		
Paid Chk# 099773	8/18/2015	TOLL GAS & WELDING SUPPLY		
E 640-48000-210	Operating Supplies (GENERAL)	\$55.00	40031016	SUPPLIES
Total	TOLL GAS & WELDING SUPPLY	\$55.00		
Paid Chk# 099774	8/18/2015	TRADITION WINE & SPIRITS		
E 640-47000-252	Wine For Resale	\$752.00	6702	WINE
E 640-47000-259	Freight	\$6.00	6702	FREIGHT
Total	TRADITION WINE & SPIRITS	\$758.00		
Paid Chk# 099775	8/18/2015	US FOODS		
E 640-48500-255	FOODIngredients For Resale	(\$35.87)	4883759	FOOD
E 640-48500-255	FOODIngredients For Resale	\$2,594.01	4883759	FOOD
E 640-48500-210	Operating Supplies (GENERAL)	\$86.81	4883759	KITCHEN SUPPLIES
E 640-48000-251	Liquor For Resale	\$43.49	4883759	LIQUOR
E 640-48500-255	FOODIngredients For Resale	\$443.09	4899500	FOOD
E 640-48500-255	FOODIngredients For Resale	\$235.68	4918796	FOOD
E 640-48000-251	Liquor For Resale	\$140.58	4929828	LIQUOR
E 640-48500-255	FOODIngredients For Resale	\$2,860.91	4929828	FOOD
E 640-48000-342	Promotions - Food/Drinks	\$59.85	4929828	PROMO FOOD
E 640-48500-255	FOODIngredients For Resale	\$458.16	4945076	FOOD
E 640-48500-210	Operating Supplies (GENERAL)	\$241.98	4979830	KITCHEN SUPPLIES

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E 640-48000-251	Liquor For Resale	\$24.05	4979830	LIQUOR
E 640-48000-342	Promotions - Food/Drinks	\$26.54	4979830	PROMO FOOD
E 640-48500-255	FOODIngredients For Resale	\$5,080.31	4979830	FOOD
Total US FOODS		\$12,259.59		
Paid Chk# 099776	8/18/2015	VINOCOPIA		
E 640-47000-252	Wine For Resale	\$368.00	0130540	WINE
E 640-47000-259	Freight	\$12.00	0130540	FREIGHT
E 640-47000-259	Freight	\$2.50	0130731	FREIGHT
E 640-47000-251	Liquor For Resale	\$135.25	0130731	LIQUOR
Total VINOCOPIA		\$517.75		
Paid Chk# 099777	8/18/2015	WINE COMPANY		
E 640-47000-259	Freight	\$23.10	400568	FREIGHT
E 640-47000-252	Wine For Resale	\$2,518.00	400568	WINE
E 640-47000-259	Freight	\$41.25	401188	FREIGHT
E 640-47000-252	Wine For Resale	\$2,413.34	401188	WINE
E 640-47000-252	Wine For Resale	\$128.00	401490	WINE
Total WINE COMPANY		\$5,123.69		
Paid Chk# 099778	8/18/2015	WINE MERCHANT		
E 640-47000-252	Wine For Resale	(\$101.00)	703888	WINE
E 640-47000-252	Wine For Resale	\$1,990.92	7039702	WINE
E 640-47000-259	Freight	\$15.86	7039702	FREIGHT
E 640-47000-259	Freight	\$1.22	7040881	FREIGHT
E 640-47000-252	Wine For Resale	\$360.00	7040881	WINE
E 640-47000-259	Freight	\$3.66	7041152	FREIGHT
E 640-47000-252	Wine For Resale	\$744.00	7041152	WINE
E 640-48000-252	Wine For Resale	\$352.88	7041567	WINE
E 640-47000-252	Wine For Resale	\$8,584.56	7041605	WINE
E 640-47000-259	Freight	\$41.47	7041605	FREIGHT
E 640-48000-252	Wine For Resale	\$226.44	7042518	WINE
E 640-47000-259	Freight	\$12.20	7042547	FREIGHT
E 640-47000-252	Wine For Resale	\$1,716.00	7042547	WINE
Total WINE MERCHANT		\$13,948.21		
Paid Chk# 099779	8/18/2015	WIRTZ BEVERAGE MN BEER		
E 640-47000-253	Beer For Resale	\$2,715.70	1090439727	BEER
E 640-47000-253	Beer For Resale	\$55.40	1090446243	BEER
E 640-47000-253	Beer For Resale	\$23.10	1090446244	BEER
E 640-47000-253	Beer For Resale	\$4,523.35	1090446245	BEER
E 640-47000-253	Beer For Resale	\$119.00	1090446246	BEER
E 640-48000-253	Beer For Resale	\$258.00	1090446717	BEER
E 640-47000-253	Beer For Resale	\$123.00	1090450667	BEER
E 640-47000-253	Beer For Resale	\$27.70	1090450668	BEER
E 640-47000-253	Beer For Resale	\$46.20	1090450669	BEER
E 640-47000-253	Beer For Resale	\$845.75	1090450670	BEER
E 640-47000-253	Beer For Resale	(\$86.10)	2090141667	BEER
Total WIRTZ BEVERAGE MN BEER		\$8,651.10		
Paid Chk# 099780	8/18/2015	WIRTZ BEVERAGE MN WINE & SPIRI		
E 640-47000-259	Freight	\$39.87	1080356575	FREIGHT
E 640-47000-252	Wine For Resale	\$4,042.66	1080356575	WINE
E 640-47000-259	Freight	\$30.57	1080356576	FREIGHT
E 640-47000-251	Liquor For Resale	\$4,006.41	1080356576	LIQUOR
E 640-47000-259	Freight	\$1.45	1080356577	FREIGHT
E 640-47000-251	Liquor For Resale	\$95.00	1080356577	LIQUOR
E 640-47000-259	Freight	\$1.45	1080359500	FREIGHT

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E 640-47000-251	Liquor For Resale		\$182.00	1080359500	LIQUOR
E 640-47000-251	Liquor For Resale		\$2,487.16	1080359501	LIQUOR
E 640-47000-259	Freight		\$25.37	1080359501	FREIGHT
Total	WIRTZ BEVERAGE MN WINE & SPIRI		\$10,911.94		
Paid Chk# 099781	8/24/2015	A-1 MINNETONKA RENTAL, INC			
E 233-40000-499	Miscellaneous		\$303.25	111264	LAKE EFFECT BEACH PARTY
Total	A-1 MINNETONKA RENTAL, INC		\$303.25		
Paid Chk# 099782	8/24/2015	ALLEGRA PRINT & IMAGING			
E 101-42200-210	Operating Supplies (GENERAL)		\$133.37	112251	FD SUPPLIES
Total	ALLEGRA PRINT & IMAGING		\$133.37		
Paid Chk# 099783	8/24/2015	ANDY SOLSTAD INC.			
E 408-40000-402	Sidewalk Replacement		\$3,550.00	24117	SIDEWALK REPLACEMENT FERNDAL-BROADWAY
Total	ANDY SOLSTAD INC.		\$3,550.00		
Paid Chk# 099784	8/24/2015	APPLE TIME INC.			
E 101-42100-499	Miscellaneous		\$375.98	20427	PD SUPPLIES
Total	APPLE TIME INC.		\$375.98		
Paid Chk# 099785	8/24/2015	BACHMAN S			
E 404-40000-227	Plantings		\$1,062.67	887767/50	TREES
Total	BACHMAN S		\$1,062.67		
Paid Chk# 099786	8/24/2015	BAGY JO, INC.			
E 101-45200-217	Uniforms		\$170.92	DRV-15145A	DOCK MASTER SHIRTS & HATS
Total	BAGY JO, INC.		\$170.92		
Paid Chk# 099787	8/24/2015	BANK OF AMERICA			
E 101-42200-210	Operating Supplies (GENERAL)		\$11.96		FD SUPPLIES
E 101-42200-404	Repairs/Maint - Machin/Equip		\$68.70		FD SUPPLIES
Total	BANK OF AMERICA		\$80.66		
Paid Chk# 099788	8/24/2015	BEST & FLANAGAN			
E 101-41500-304	Legal Fees		\$937.50	453473	CITY COUNCIL
E 101-41500-304	Legal Fees		\$187.50	453474	RETAINER
E 101-41500-304	Legal Fees		\$2,700.00	453476	PLANNING COMMISSION
E 101-41500-304	Legal Fees		\$75.00	453477	DATA PRACTICES ACT AGREEMENT
E 101-41500-304	Legal Fees		\$1,087.50	453478	CITY COUNCIL WORKSHOPS
E 101-41500-304	Legal Fees		\$825.00	453479	BURLINGTON NORTHERN
G 101-20310	Escrow		\$750.00	453481	231/240 MINNETONKA AVE. ESCROW PROJECT
E 101-41500-304	Legal Fees		\$1,650.60	453483	UNITARIAN CHURCH
E 101-41500-304	Legal Fees		\$562.50	453484	LIQUOR LICENSES
E 101-41500-304	Legal Fees		\$525.00	453486	250 BUSHAWAY RD
Total	BEST & FLANAGAN		\$9,300.60		
Paid Chk# 099789	8/24/2015	BLUE CROSS AND BLUE SHIELD			
G 101-21706	Health Insurance		\$43,810.76		HEALTH INSURANCE
Total	BLUE CROSS AND BLUE SHIELD		\$43,810.76		
Paid Chk# 099790	8/24/2015	BRIAN STEPHENSON CONSTRUCTION			
E 233-40000-401	Repairs/Maint Buildings		\$20,000.00	CONTRACT	BEACH HOUSE REMODEL
otal	BRIAN STEPHENSON CONSTRUCTION		\$20,000.00		
Paid Chk# 099791	8/24/2015	CRABTREE COMPANIES			
E 101-45200-200	Office Supplies (GENERAL)		\$260.00	134201	PW COPIER CONTRACT
E 610-40000-200	Office Supplies (GENERAL)		\$153.50	134201	PW COPIER CONTRACT
E 620-40000-200	Office Supplies (GENERAL)		\$153.50	134201	PW COPIER CONTRACT

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August 2015

			Check Amt	Invoice	Comment
E 101-43100-200	Office Supplies (GENERAL)		\$260.89	134201	PW COPIER CONTRACT
Total CRABTREE COMPANIES			\$827.89		
Paid Chk# 099792	8/24/2015	DELTA DENTAL OF MINNESOTA			
G 101-21717	Dental Insurance		\$1,793.05	6139876	DENTAL INS.
Total DELTA DENTAL OF MINNESOTA			\$1,793.05		
Paid Chk# 099793	8/24/2015	DORSEY & WHITNEY LLP			
E 316-40000-304	Legal Fees		\$4,874.50	3219889	PRES.HOMES TIF
Total DORSEY & WHITNEY LLP			\$4,874.50		
Paid Chk# 099794	8/24/2015	DRAWING CARD			
E 233-40000-499	Miscellaneous		\$540.00	7585	LAKE EFFECT BANNER
Total DRAWING CARD			\$540.00		
Paid Chk# 099795	8/24/2015	EHLERS			
E 401-40000-309	Contractual Services		\$525.00	68282	253-259 LAKE ST.
E 316-40000-309	Contractual Services		\$787.50	68283	PRES.HOMES TIF
E 316-40000-309	Contractual Services		\$315.00	68284	PRES.HOMES TIF
E 101-41500-304	Legal Fees		\$210.00	68284	GEN.TIF
Total EHLERS			\$1,837.50		
Paid Chk# 099796	8/24/2015	EMERGENCY MEDICAL PRODUCTS			
E 101-42100-210	Operating Supplies (GENERAL)		\$174.94	1760736	PD SUPPLIES
Total EMERGENCY MEDICAL PRODUCTS			\$174.94		
Paid Chk# 099797	8/24/2015	ESS BROTHERS & SONS INC.			
E 430-40000-309	Contractual Services		\$6,006.00	UU5152	2015 STREETS
Total ESS BROTHERS & SONS INC.			\$6,006.00		
Paid Chk# 099798	8/24/2015	FAIR'S NURSERY			
E 404-40000-227	Plantings		\$6,507.20	7/14/15	TREE REPLACEMENT
Total FAIR'S NURSERY			\$6,507.20		
Paid Chk# 099799	8/24/2015	HATZ, KIM			
E 630-40000-331	Mileage & Expense Account		\$96.60	REIMB.	MILEAGE
Total HATZ, KIM			\$96.60		
Paid Chk# 099800	8/24/2015	HD SUPPLY WATERWORKS, LTD			
E 620-40000-225	Repair & Maint - System		\$745.20	E308219	PARTS
Total HD SUPPLY WATERWORKS, LTD			\$745.20		
Paid Chk# 099801	8/24/2015	HEIDER, NICK			
E 630-40000-331	Mileage & Expense Account		\$56.35	REIMB.	MILEAGE
Total HEIDER, NICK			\$56.35		
Paid Chk# 099802	8/24/2015	HENN.CNTY.INFO.TECH.DEPT.			
E 101-42200-323	Radio Units		\$962.58	10000063519	RADIO CONNECTION
E 101-42100-323	Radio Units		\$839.56	10000063520	RADIO CONNECTION
Total HENN.CNTY.INFO.TECH.DEPT.			\$1,802.14		
Paid Chk# 099803	8/24/2015	HOLIDAY			
E 101-42100-212	Motor Fuels		\$394.15		PD FUEL
Total HOLIDAY			\$394.15		
Paid Chk# 099804	8/24/2015	IMO CONSULTING GROUP			
E 670-49100-302	Consultants		\$9,340.05	249	STORMWATER DRAINAGE STUDY
Total IMO CONSULTING GROUP			\$9,340.05		

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August 2015

			Check Amt	Invoice	Comment
Paid Chk# 099805	8/24/2015	INTOXIMETERS			
E 101-42100-210	Operating Supplies (GENERAL)		\$152.00	505726	PD SUPPLIES
	Total INTOXIMETERS		\$152.00		
Paid Chk# 099806	8/24/2015	JOHN DEERE LANDSCAPES			
E 101-45203-220	Repair/Maint Supply (GENERAL)		\$84.65	72941339	SUPPLIES
E 101-45200-216	Chemicals and Chem Products		\$44.88	72941499	SUPPLIES
	Total JOHN DEERE LANDSCAPES		\$129.53		
Paid Chk# 099807	8/24/2015	KD & COMPANY			
E 101-43100-229	Dirt, Sand and gravel		\$25.00	7485	CONCRETE & ASPHALT DISPOSAL
	Total KD & COMPANY		\$25.00		
Paid Chk# 099808	8/24/2015	LAW ENFORCEMENT LABOR SERVICES			
G 101-21707	Police union dues		\$423.00	AUG.2015	PD UNION DUES-AUG.2015
	al LAW ENFORCEMENT LABOR SERVICES		\$423.00		
Paid Chk# 099809	8/24/2015	LOFFLER COMPANIES, INC.			
E 409-40000-540	Equipment		\$7,290.00	2042125	NETWORK FIREWALL
	Total LOFFLER COMPANIES, INC.		\$7,290.00		
Paid Chk# 099810	8/24/2015	MAGNEY CONSTRUCTION			
E 430-40000-309	Contractual Services		\$19,776.05	L26	GROVE LANE
	Total MAGNEY CONSTRUCTION		\$19,776.05		
Paid Chk# 099811	8/24/2015	MARCO			
E 101-41500-200	Office Supplies (GENERAL)		\$145.33	INV2770070	COPIER SUPPLIES
	Total MARCO		\$145.33		
Paid Chk# 099812	8/24/2015	MATHEWS, BILL			
E 101-42100-331	Mileage & Expense Account		\$15.00	REIMB.	PARKING/COURT
	Total MATHEWS, BILL		\$15.00		
Paid Chk# 099813	8/24/2015	MEDIACOM			
E 101-41940-321	Telephone		\$309.95		SERVICE
	Total MEDIACOM		\$309.95		
Paid Chk# 099814	8/24/2015	MILLER, FRED			
E 235-40000-302	Consultants		\$1,525.00	105	WCTV
	Total MILLER, FRED		\$1,525.00		
Paid Chk# 099815	8/24/2015	MINNESOTA EQUIPMENT			
E 101-45200-222	Repair & Maint - Equip		\$66.39	P34897	PARTS
E 101-45200-222	Repair & Maint - Equip		\$17.00	P35079	PARTS
E 101-45200-222	Repair & Maint - Equip		\$108.36	P35155	PARTS
	Total MINNESOTA EQUIPMENT		\$191.75		
Paid Chk# 099816	8/24/2015	MN CHILD SUPPORT PAYMENT CENTE			
G 101-21710	County WH		\$197.40	0014468629	WITHHOLDING ORDERS
G 101-21710	County WH		\$264.00	0014613507	WITHHOLDING ORDERS
G 101-21710	County WH		\$235.00	0015104841	WITHHOLDING ORDERS
	otal MN CHILD SUPPORT PAYMENT CENTE		\$696.40		
Paid Chk# 099817	8/24/2015	MORRIE S MINNETONKA FORD			
E 101-45200-222	Repair & Maint - Equip		\$18.10	534443	PARTS
E 101-42200-404	Repairs/Maint - Machin/Equip		\$98.00	F6CS1572	FIRE TRUCK REPAIRS
	Total MORRIE S MINNETONKA FORD		\$116.10		
Paid Chk# 099818	8/24/2015	MOSS & BARNETT			

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		Check Amt	Invoice	Comment
E 101-41500-304	Legal Fees	\$5,331.00	631743	MEDIACOM FRANCHISE RENEWAL
Total MOSS & BARNETT		\$5,331.00		
Paid Chk# 099819	8/24/2015	NEWMAN TRAFFIC SIGNS		
E 101-43100-226	Sign Repair Materials	\$269.11	TI-0288746	STREET SIGNS
E 101-43100-226	Sign Repair Materials	\$284.64	TI-0288805	STREET SIGNS
Total NEWMAN TRAFFIC SIGNS		\$553.75		
Paid Chk# 099820	8/24/2015	NORTHERN TOOL & EQUIPMENT		
E 101-45200-240	Small Tools and Minor Equip	\$499.99	4063005058	PRESSURE WASHER PUMP
Total NORTHERN TOOL & EQUIPMENT		\$499.99		
Paid Chk# 099821	8/24/2015	OFFICE DEPOT		
E 101-41500-200	Office Supplies (GENERAL)	\$57.88	785130978001	SUPPLIES
E 101-41500-200	Office Supplies (GENERAL)	\$99.37	786887607001	SUPPLIES
Total OFFICE DEPOT		\$157.25		
Paid Chk# 099822	8/24/2015	OLSON, CHRISTOPHER		
E 640-48000-341	General Promotions	\$1,000.00	9/12/15	BAR MUSIC - ELVIS
Total OLSON, CHRISTOPHER		\$1,000.00		
Paid Chk# 099823	8/24/2015	PARTY SAFARI		
E 233-40000-499	Miscellaneous	\$114.52		LAKE EFFECT BEACH PARTY
Total PARTY SAFARI		\$114.52		
Paid Chk# 099824	8/24/2015	PHILIPS MEDICAL SYSTEMS		
E 101-42100-210	Operating Supplies (GENERAL)	\$140.40	931412310	PD SUPPLIES
Total PHILIPS MEDICAL SYSTEMS		\$140.40		
Paid Chk# 099825	8/24/2015	RANDY S SANITATION		
E 101-41940-386	Other Utilities	\$595.59		CH & PW SERVICE
E 650-47800-386	Other Utilities	\$33.45		ORGANICS DISPOSAL
E 650-47800-384	Refuse/Garbage Disposal	\$6,479.48		ORGANICS
E 640-47000-384	Refuse/Garbage Disposal	\$150.00		STORE SERVICE
E 650-47600-309	Contractual Services	\$3,910.68		RECYCLING
E 650-47500-386	Other Utilities	\$3,730.37		DISPOSAL
E 650-47500-384	Refuse/Garbage Disposal	\$957.82		DRIVE UP
E 650-47500-384	Refuse/Garbage Disposal	\$1,401.27		KARTS
E 650-47500-384	Refuse/Garbage Disposal	\$53.30		STICKERS
E 650-47500-384	Refuse/Garbage Disposal	\$8,723.52		LABOR
E 640-48000-384	Refuse/Garbage Disposal	\$334.93		BAR SERVICE
Total RANDY S SANITATION		\$26,370.41		
Paid Chk# 099826	8/24/2015	RDJ SPECIALTIES, INC.		
E 101-42100-210	Operating Supplies (GENERAL)	\$98.62	086681	PD SUPPLIES
E 101-42100-210	Operating Supplies (GENERAL)	\$118.18	086791	PD SUPPLIES
Total RDJ SPECIALTIES, INC.		\$216.80		
Paid Chk# 099827	8/24/2015	RISVOLD, MICHAEL		
E 101-42100-433	Dues, Licensing & Seminars	\$350.00	REIMB.	IACP CONF.EXP.
E 101-42100-331	Mileage & Expense Account	\$165.20	REIMB.	IACP CONF.EXP.
Total RISVOLD, MICHAEL		\$515.20		
Paid Chk# 099828	8/24/2015	SPOKE, INC		
E 101-43100-499	Miscellaneous	\$14.72	Y0318102H	STREET ON CALL PAGER
Total SPOKE, INC		\$14.72		
Paid Chk# 099829	8/24/2015	SRF CONSULTING GROUP, INC.		
E 404-40000-309	Contractual Services	\$14,870.34	08866.00-3	DOWNTOWN PARKING

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August 2015

			Check Amt	Invoice	Comment
Total	SRF CONSULTING GROUP, INC.		\$14,870.34		
Paid Chk#	099830	8/24/2015	STANTEC CONSULTING SERVICES		
E 670-49100-302	Consultants		\$3,341.75	940475	WETLAND BANK
E 610-40000-303	Engineering Fees		\$786.00	942767	GEN.WATER ISSUES
E 620-49100-302	Consultants		\$1,597.50	942768	SEWER LIFT #5
Total	STANTEC CONSULTING SERVICES		\$5,725.25		
Paid Chk#	099831	8/24/2015	STERICYCLE, INC.		
E 101-42100-309	Contractual Services		\$1,061.16	4005749411	PD SERVICE
Total	STERICYCLE, INC.		\$1,061.16		
Paid Chk#	099832	8/24/2015	STREICHER S		
E 101-42100-217	Uniforms		\$111.99	I1165937	PD UNIFORMS
E 101-42100-210	Operating Supplies (GENERAL)		\$11.98	I1166122	PD SUPPLIES
Total	STREICHER S		\$123.97		
Paid Chk#	099833	8/24/2015	TIME SAVER		
E 101-41100-302	Consultants		\$591.00	M21541	MTG.MINUTES
Total	TIME SAVER		\$591.00		
Paid Chk#	099834	8/24/2015	TWIN CITY GARAGE DOOR CO.		
E 101-41940-401	Repairs/Maint Buildings		\$135.00	443353	PD GARAGE DOOR REPAIRS
Total	TWIN CITY GARAGE DOOR CO.		\$135.00		
Paid Chk#	099835	8/24/2015	ULI-THE URBAN LAND INSTITUTE		
E 101-41910-433	Dues, Licensing & Seminars		\$560.00	1923742	SUBSCRIPTION RENEWAL
Total	ULI-THE URBAN LAND INSTITUTE		\$560.00		
Paid Chk#	099836	8/24/2015	UNIFORMS UNLIMITED		
E 101-42100-217	Uniforms		\$207.99	1351-2	PD UNIFORMS
E 101-42100-217	Uniforms		\$173.97	1358-2	PD UNIFORMS
E 101-42100-217	Uniforms		\$591.94	256106	PD UNIFORMS
Total	UNIFORMS UNLIMITED		\$973.90		
Paid Chk#	099837	8/24/2015	UNPARALLELED PARKING		
E 401-40000-309	Contractual Services		\$2,522.72	0004600	VALET PARKING
Total	UNPARALLELED PARKING		\$2,522.72		
Paid Chk#	099838	8/24/2015	VALLEY PAVING, INC		
E 430-40000-309	Contractual Services		\$394,007.36	2	2015 STREETS
Total	VALLEY PAVING, INC		\$394,007.36		
Paid Chk#	099839	8/24/2015	VERIZON WIRELESS		
E 101-42200-323	Radio Units		\$12.01	9749296931	FD SERVICE
Total	VERIZON WIRELESS		\$12.01		
Paid Chk#	099840	8/24/2015	VERIZON WIRELESS		
E 101-42100-323	Radio Units		\$200.05	9750528887	PD SERVICE
Total	VERIZON WIRELESS		\$200.05		
Paid Chk#	099841	8/24/2015	WAYZATA PUBLIC SCHOOLS		
E 101-41100-493	Volunteer program		\$100.00	LIFETIMEOFL	LIFE TIME OF LEARNING
Total	WAYZATA PUBLIC SCHOOLS		\$100.00		
Paid Chk#	099842	8/24/2015	WBC HOLDINGS, INC.		
E 610-40000-499	Miscellaneous		\$22.53		D.DUDINSKY CAR MAINT.
Total	WBC HOLDINGS, INC.		\$22.53		

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			Check Amt	Invoice	Comment
Paid Chk# 099843	8/24/2015	WUNDERLICH - MALEC			
E 610-40000-309	Contractual Services		\$793.75	8499	WTP#3
	Total WUNDERLICH - MALEC		\$793.75		
Paid Chk# 099844	8/24/2015	ZERO WASTE USA			
E 101-45200-210	Operating Supplies (GENERAL)		\$99.00	83998	DOG WASTE BAGS
	Total ZERO WASTE USA		\$99.00		
	10100 Anchor Bank		\$773,426.61		

Fund Summary

<u>10100 Anchor Bank</u>	
101 GENERAL FUND	\$72,852.31
233 LAKFRONT IMPROVE	\$20,957.77
235 CABLE TV	\$1,525.00
316 BAY CENTER	\$5,977.00
401 PERM IMPROVEMENT	\$3,047.72
404 PARK AND TRAIL CIP	\$22,440.21
408 GENERAL CIP	\$3,550.00
409 EQUIP REVOLVING	\$7,290.00
430 STREET CIP	\$419,789.41
610 WATER FUND	\$1,755.78
620 SEWER FUND	\$2,496.20
630 MOTOR VEHICLE	\$152.95
640 LIQUOR	\$173,620.57
650 SOLID WASTE	\$25,289.89
670 STORMWATER	\$12,681.80
	\$773,426.61

9/1/2015
THE FOLLOWING 2015 MUNICIPAL LICENSES
WERE APPROVED ADMINISTRATIVELY

2015 Gas Fitters License	
Northwest Heating & Cooling	Anoka, MN
2015 Itinerant Food License - JJ Hill Days 9/12/15 & 9/13/15	
Daryl's Dog House	White Bear Lake, MN
Falafel King	Minneapolis, MN
Green & The Grain	Minneapolis, MN
Jake's Street Grille	Plymouth, MN
Ma Jo's Foods	Nashwauk, MN
RB Productions	Wayzata, MN
Republic Food Truck	Elk River, MN
Rusty Taco	Minneapolis, MN
Wildearth Woodfired Mobile Pizza	Minneapolis, MN
2015 Itinerant Food License - Lake Effect Event - 8/19/15	
McCormick's Beachside	220 Grove Lane East

2015 MUNICIPAL LICENSES FOR CITY COUNCIL APPROVAL ON 09/01/2015

(Recommended for approval, pending staff review for completeness of application materials.)

Therapeutic Personal Massage License	
Koren Dolsen Walsh	1421 Wayzata Blvd E.
ONE (1) DAY Temporary On-Sale Liquor License for the sale of strong beer on the 400 block of Lake Street on Saturday, September 12, 2015, for James J Hill Days Rails & Ales Beer Festival	
Greater Wayzata Area Chamber of Commerce	Wayzata, MN
Permit for a ONE (1) Day Temporary Consumption and Display Permit at Unitarian Universalist Church of Minnetonka on October 3, 2015	
Unitarian Universalist Church of Minnetonka	605 Rice Street



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 222, St. Paul, MN 55101
651-201-7500 Fax 651-297-5259 TTY 651-282-6555

**APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Green Name of organization Wayzata Chamber of Commerce Date organized Feb. 1, 1973 Tax exempt number 41-604 0778
Address 402 E. Lake Street City Wayzata State Minnesota Zip Code 55391
Name of person making application Brooke Beyer Business phone 952-473-9595 Home phone NA
Date(s) of event 9/12/15 Type of organization ☐ Club ☐ Charitable ☐ Religious ☒ Other non-profit
Organization officer's name X Becky Pierson City Wayzata State Minnesota Zip 55391
Add New Officer

Location where permit will be used. If an outdoor area, describe. Beer will be served on the 400 block of Lake Street (downtown Wayzata). Fencing/barricades will be provided along parameters.

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

N/A

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

Scottsdale Insurance Company | \$1,000,000.

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City of Wayzata
City or County approving the license
\$ 25.00 # 31747
Fee Amount
08-13-2015
Date Fee Paid

Date Approved

Permit Date

City or County E-mail Address

City or County Phone Number

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

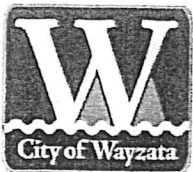
PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US

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AUG 11 2015

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CITY OF WAYZATA
Page 1 of 1



APPLICATION FOR A 1 DAY TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE

NAME OF ORGANIZATION:

Greater
Wayzata Chamber of Commerce

DATE(S) OF EVENT:

9/12/15

START TIME:

10 AM

STOP TIME:

7 PM

NAME OF EVENT:

James J Hill Days Rails & Alea Beer Festival

DESCRIPTION OF EVENT:

Wayzata's largest community event

NAME OF PERSON IN CHARGE AT EVENT:

Brooke Beyer / Jon Reyerson

TELEPHONE NUMBER OF PERSON IN CHARGE AT EVENT:

WHAT DO YOU PLAN TO CONSUME:

craft Beer, greater than 3.2 acv

(BEER, WINE, OR INTOXICATING LIQUOR)

DO YOU PLAN TO PROVIDE THE LIQUOR?

☒ YES

NO, GUESTS WILL PROVIDE THEIR OWN LIQUOR

A CERTIFICATE OF LIQUOR LIABILITY INSURANCE COVERAGE MUST BE ATTACHED. COVERAGE FOR THE ACTUAL EVENT LOCATION AND EXACT DATES OF THE EVENT MUST BE SHOWN. IS IT ATTACHED? ☒ YES

LOCATION LICENSE/PERMIT WILL BE USED. IF AN OUTDOOR AREA, DESCRIBE:

400 block of Lake Street. Sealed with designated entrance and exit.

PLEASE ATTACH A MAP AND/OR DRAWINGS WHICH ILLUSTRATE YOUR LOCATION AT THE EVENT INCLUDING LOCATION OF TABLES, LOCATION OR BAR, ILLUSTRATION OF CONTROL MEASURES, ETC.

ARE MAP/DRAWINGS ATTACHED? ☒ YES

SIGNATURE OF APPLICANT:

DATE:

7.29.15

CITY FEE AMOUNT:

\$25.00

DATE FEE PAID:

8-13-15

RECEIPT #

POLICE CHIEF SIGNATURE:

DATE SIGNED:

8/26/15

APPROVED BY WAYZATA CITY COUNCIL ON:

DEPUTY CITY CLERK SIGNATURE:

DATE SIGNED:

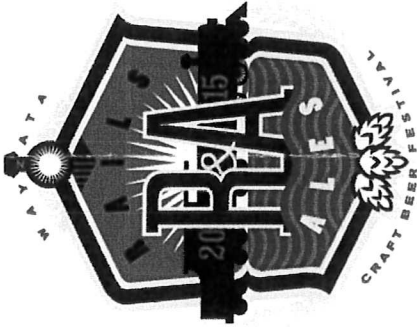
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CITY OF WAYZATA

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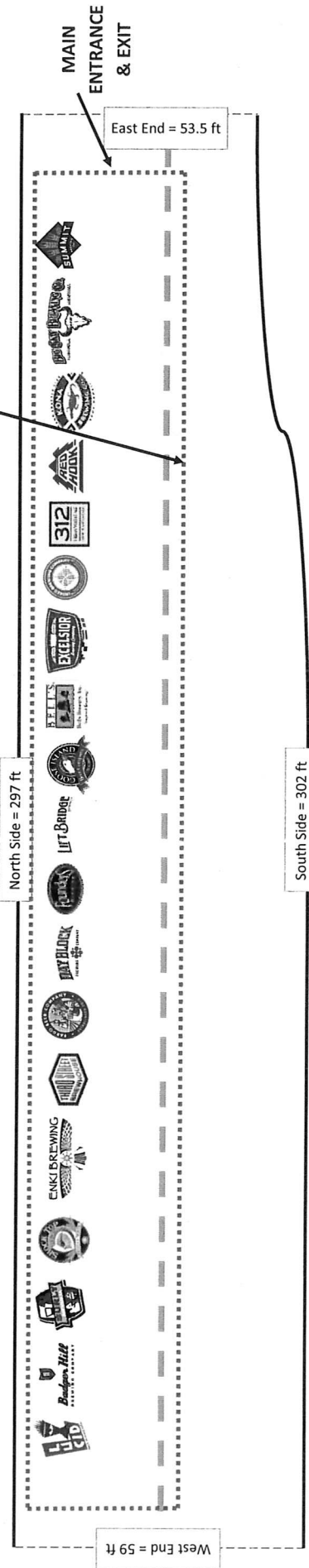


When: Saturday, September 12th, 2015 from 12 pm – 5 pm
Where: 400 Block of Lake Street [Minnetonka Ave. – Manitoba Ave.]
Details: Each vendor = 12 x 12 space (20 – 25 vendors total)

MANITOBA

MINNETONKA

Orange dotted line
indicates bike barricades to
secure the premise.





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/26/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ahmann & Martin Company 7555 Market Place Drive Eden Prairie MN 55344		CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS:	
INSURED Greater Wayzata Area Chamber of Commerce 402 E Lake Street Wayzata MN 55391		INSURER(S) AFFORDING COVERAGE INSURER A: Scottsdale Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 41297	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY ☐ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ HIRED AUTOS ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS			THIS INSURANCE IS ISSUED PURSUANT TO THE MINNESOTA SURPLUS LINES INSURANCE ACT. THE INSURER IS AN ELIGIBLE SURPLUS LINES INSURER BUT IS NOT OTHERWISE LICENSED BY THE STATE OF MINNESOTA. IN CASE OF INSOLVENCY, PAYMENT OF CLAIMS IS NOT GUARANTEED.			COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB EXCESS LIAB ☐ OCCUR ☐ CLAIMS-MADE ☐ DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N ☒ N N/A						WC STATU-TORY LIMITS ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	LIQUOR LIABILITY	Y		CPS2312551	09/12/2015	09/13/2015	\$1,000,000 OCCURRENCE \$2,000,000 AGGREGATE

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Certificate holder is listed as an additional insured.
Event Date: 9/12/15 to 9/13/15

CERTIFICATE HOLDER**CANCELLATION**

The City of Wayzata 600 Rice Street Wayzata MN 55391	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	---

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Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 222, St. Paul, MN 55101
651-201-7500 Fax 651-297-5259 TTY 651-282-6555

**APPLICATION AND PERMIT FOR A 1 DAY
TEMPORARY CONSUMPTION AND DISPLAY PERMIT**

(City or county may not issue more than 10 permits in any one year)

Name of organization

Unitarian Universalist Church of Minnetonka

Date organized

1960

Tax exempt number

23688

Address

605 Rice Street

City

Wayzata

State

Minnesota

Zip Code

55391

Name of person making application

William Tregaskis / Judy Regan

Business phone

952-473-5900

Home phone

Date(s) of event

Saturday, Oct 3 2015 7:00 PM

Type of organization

☐ Club

☐ Charitable

☒ Religious

☐ Other non-profit

Organization officer's name

X Rev. Kent Hemmen Saleska

City

Wayzata

State

Minnesota

Zip

55391

Add New Officer

Location where permit will be used. If an outdoor area, describe.

605 Rice Street, Wayzata

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

CITY OF WAYZATA

City or County approving the license

\$25.00 # 31845

Fee Amount

08-25-2015

Date Fee Paid

Date Approved

Permit Date

City or County Email Address

City or County phone number

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US



APPLICATION FOR A 1 DAY TEMPORARY CONSUMPTION AND DISPLAY PERMIT

NAME OF ORGANIZATION: Unitarian Universalist Church of Minnetonka
DATE(S) OF EVENT: Saturday, Oct 3rd START TIME: 7:00pm STOP TIME: 10:30pm
NAME OF EVENT: Performing Arts Concert series - West Metro Big Band
DESCRIPTION OF EVENT: musical band
NAME OF LOCATION WHERE EVENT WILL BE HELD: Unitarian Universalist Church
ADDRESS WHERE EVENT WILL BE HELD: 605 Rice Street, Wayzata
NAME OF PERSON IN CHARGE AT EVENT: William Tregaskis
TELEPHONE NUMBER OF PERSON IN CHARGE AT EVENT: _____
WHAT DO YOU PLAN TO CONSUME: Wine and Beer
(BEER, WINE, OR INTOXICATING LIQUOR)

DO YOU PLAN TO PROVIDE THE LIQUOR? ☒ NO, GUESTS WILL PROVIDE THEIR OWN LIQUOR
☐ YES

A CERTIFICATE OF LIQUOR LIABILITY INSURANCE COVERAGE MUST BE ATTACHED. COVERAGE FOR THE ACTUAL EVENT LOCATION AND EXACT DATES OF THE EVENT MUST BE SHOWN. IS IT ATTACHED? ☒ YES

LOCATION LICENSE/PERMIT WILL BE USED. IF AN OUTDOOR AREA, DESCRIBE:
IN THE INDOOR AREA OF THE CHURCH, ON THE UPPER LEVEL.

PLEASE ATTACH A MAP AND/OR DRAWINGS WHICH ILLUSTRATE YOUR LOCATION AT THE EVENT INCLUDING LOCATION OF TABLES, LOCATION OR BAR, ILLUSTRATION OF CONTROL MEASURES, ETC.
ARE MAP/DRAWINGS ATTACHED? ☐ YES

SIGNATURE OF APPLICANT: Judy Regan DATE: 8/25/2015
PRINT NAME: JUDY REGAN, ADMINISTRATOR

CITY FEE AMOUNT: \$25.00 DATE FEE PAID: 8/25/2015 RECEIPT # 31845

POLICE CHIEF SIGNATURE: [Signature] DATE SIGNED: 8/26/15

APPROVED BY WAYZATA CITY COUNCIL ON: _____

DEPUTY CITY CLERK SIGNATURE: _____ DATE SIGNED: _____

**COMMERCIAL LIABILITY
CERTIFICATE OF INSURANCE**

**THIS CERTIFICATE IS USED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER.
THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES LISTED BELOW.**

NAME AND ADDRESS OF AGENCY Helland Agency, Inc. 18202 Minnetonka Blvd. Deephaven, MN. 55391	 GuideOne Insurance
NAME AND ADDRESS OF FIRST NAMED INSURED Unitarian Universalist Church 605 Rice Street East Wayzata, MN. 55391	This Certificate of Insurance neither affirmatively nor negatively amends, extends or alters the coverage or any provision of Policy No. <u>1298-430</u> Issued by <u>GuideOne Specialty Ins. Co.</u>

This is to certify that policies of insurance listed below have been issued to the insured named above and are in force at this time.

TYPE OF INSURANCE	COMPANY AFFORDING COVERAGE AND POLICY NUMBER	POLICY EXPIRATION DATE	Limits of Liability	
			OCCURRENCE/AGGREGATE	OCCURRENCE/AGGREGATE
☒ COMMERCIAL GENERAL LIABILITY (OCCURRENCE FORM) ☐ _____ ☐ _____	☐ GuideOne Mutual ☐ GuideOne Elite ☒ GuideOne Specialty Mutual ☐ GuideOne America ☐ GuideOne Lloyds Policy # _____	4/1/16	☐ \$ 300,000/\$ 600,000 ☐ 500,000/ 1,000,000 ☐ 1,000,000/ 2,000,000 ☐ _____/_____	☐ \$ 300,000/\$1,000,000 ☐ 500,000/ 1,500,000 ☒ 1,000,000/ 3,000,000
AUTOMOBILE LIABILITY SYMBOL ☐ ANY AUTO 1 ☐ ALL OWNED AUTOS 2 ☐ SCHEDULED AUTOS 7 ☒ HIRED AUTOS 8 ☒ NON-OWNED AUTOS 9	☐ GuideOne Mutual ☐ GuideOne Specialty Mutual Policy # <u>Same</u>		BODILY INJURY AND PROPERTY DAMAGE COMBINED \$1,000,000	
EXCESS LIABILITY ☒ UMBRELLA FORM	☒ GuideOne Mutual ☐ GuideOne Elite ☐ GuideOne Specialty Mutual ☐ GuideOne America ☐ GuideOne Lloyds Policy # _____	4/1/16	OCCURRENCE/AGGREGATE	\$1,000,000 \$1,000,000
WORKERS' COMPENSATION and EMPLOYERS' LIABILITY	☒ GuideOne Mutual ☐ GuideOne Elite ☐ GuideOne Specialty Mutual ☐ GuideOne America ☐ GuideOne Lloyds Policy # _____	4/1/16	STATUTORY EACH ACCIDENT DISEASE — POLICY LIMITS DISEASE — EACH EMPLOYEE	Included \$100,000 \$500,000 \$100,000
Property Ins. OTHER	GuideOne Spec.	4/1/16	Per Schedule	

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES

Church And Related Activities, City of Wayzata Is A Certificate Holder.

CANCELLATION: Should any of the above described policies be cancelled before the expiration date thereof, the issuing company will endeavor to mail 30 days* (unless otherwise indicated below) written notice to the below-named certificate holder, but failure to mail such notice shall impose no obligation or liability of any kind upon the company.
 *Optional number of days written notice applicable in lieu of above only if indicated: N/A

NAME AND ADDRESS OF CERTIFICATE HOLDER:

City of Wayzata
 Wayzata, MN. 55391

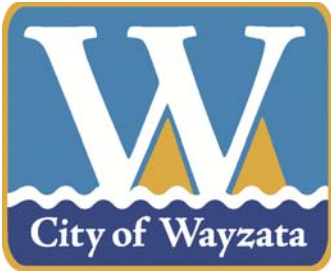
DATE ISSUED: 1/27/2015

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance containing any materially false information, or conceals for the purpose of misleading, information concerning any material fact therein, commits a fraudulent insurance act which is a crime. (This statement is required by the laws of New York and Ohio when this application is used in those states. The laws of other states may be different.)

Greg Helland
Greg Helland

AUTHORIZED REPRESENTATIVE

(FIRM AND ADDRESS)
 THIS CERTIFICATE IS FOR INFORMATION ONLY; IT IS NOT A CONTRACT OF INSURANCE BUT ATTESTS THAT A POLICY AS NUMBERED HEREIN, AND AS IT STANDS AT THE DATE OF THIS CERTIFICATE, HAS BEEN ISSUED BY THE INSURER.



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

Mayor:
Ken Willcox

City Council:
Bridget Anderson
Johanna McCarthy
Andrew Mullin
Steven Tyacke

City Manager:
Heidi Nelson

TO: Mayor Willcox and Councilmembers
Heidi Nelson, City Manager

FROM: Kathy Ovshak, Sr. Accountant

DATE: August 27, 2015

RE: Abdo Eick & Meyers (AEM) Financial Services agreement

Attached for your review and approval is an agreement between the City of Wayzata and AEM Financial Services. This agreement was renegotiated to include services that were needed after the departure of the Administrative Services Director July 31, 2015. The scope of professional services provided in this agreement is for a contracted Finance Director; which includes overseeing the budget process, audit preparation and reporting, investment guidance and the updating and management of the business plan for the Liquor Operations. The term of this agreement is August 1, 2015 through December 31, 2016.



AEM Financial Solutions™

August 19, 2015

Ms. Heidi Nelson
City of Wayzata
600 Rice Street
Wayzata, Minnesota 55391

Dear Heidi,

Thank you for the opportunity to submit this proposal to the City of Wayzata, Minnesota (the City) for financial management services. Based on our past experience with the City, we believe our structured contract with defined outcomes offered through AEM Financial Solutions, LLC (AEMFS) would provide the City with excellent financial management services.

We believe our solution will continue to result in the City receiving high level information, continual improvement of processes and allow the City to keep overall costs stable. Our proposal is based on the past work we have done, the needs of the City, and the experiences we have had working with other cities. The proposal outlines the scope of services we believe will address the needs of the City.

The term of this contract shall be from August 1, 2015 through December 31, 2016 with a performance review at six months.

An AEMFS representative will be in the City offices as necessary to perform responsibilities as noted in the Scope of Services page. Services will also be performed remotely as necessary.

Investment by the City for services is indicated in the financial page.

AEMFS would like to thank the City for the opportunity. We look forward to exceeding your expectations and continuing our long-term, mutually beneficial relationship.

Sincerely,

AEM Financial Solutions, LLC
an Abdo, Eick & Meyers, LLP Company

Steven R. McDonald, CPA
CEO

Jean D. McGann, CPA
President

AGREEMENT FOR FINANCIAL SERVICES

THIS AGREEMENT, is made and entered into on September 1, 2015 by and between the City of Wayzata, Minnesota (hereinafter referred to as the "City"), and AEM Financial Solutions LLC (hereinafter referred to as the "Contractor").

Articles of Agreement & Recitals

WHEREAS, the City is authorized and empowered to secure from time to time certain professional services through contracts with qualified consultants; and

WHEREAS, the Contractor understands and agrees that:

1. The Contractor will act as an Independent Contractor in the performance of all duties under this Agreement. Accordingly, the Contractor shall be responsible for payment of all taxes, including federal, state and local taxes and professional/business license fees arising out of the Contractor's activities;
2. The Contractor shall have no authority to bind the City for the performance of any services or to obligate the City. The Contractor is not an agent, servant, or employee of the City and shall not make any such representations or hold himself/herself out as such;
3. The Contractor shall be the exclusive outsourced accounting service provider for the City during the term of this Agreement;
4. The Contractor shall perform all professional services in a competent and professional manner, acting in the best interests of the City at all times.
5. The Contractor shall not accrue any continuing contract rights for the services performed under this contract.

NOW THEREFORE, in consideration of the mutual covenants and promises contained herein, it is agreed as follows:

ARTICLE I

INCORPORATION OF RECITALS

The recitals and agreement set forth above are hereby incorporated into this Agreement.

ARTICLE II

LIABILITY INSURANCE

Section 1 Liability Insurance: The Contractor shall obtain professional liability insurance, at their expense with liability insurance coverage minimums in the amount of \$2,000,000, which Contractor must secure and maintain during the term of this Agreement. Contractor will provide City with proof of liability insurance coverage under this Agreement in writing upon request by the City.

ARTICLE III

DURATION OF THE AGREEMENT

Section 1 Duration: This Agreement shall commence upon date of execution by all parties and will remain in effect until December 31, 2016 unless earlier terminated as provided in Sections 2 and 3.

Section 2 City's Termination Rights: City may terminate this Agreement upon sixty (60) days written notice in the event the City determines in its sole discretion that it is not in the City's best interest to continue using Contractor's services. The City may terminate on ten (10) days written notice of the Contractor fails to perform its obligations under this Agreement.

Section 3 Contractor's Termination Rights: Contractor may terminate this Agreement upon thirty (30) days written notice to City in the event City does not pay Contractor compensation as required under Article 5, Section 9 within fifteen (15) days after invoice is received by City. In the event of non-payment within thirty (30) days, Contractor shall give City an opportunity to cure the default by giving a notice of such non-payment and an additional five (5) days after the City's receipt of the notice to remit such payment, prior to giving a notice of termination. Contractor can also terminate the Agreement with one hundred twenty (120) days written notice if the Contractor believes it is in its best interests to terminate the Agreement.

ARTICLE IV

RENEWAL OF THE AGREEMENT

Section 1 Renewal Period: Not less than ninety (90) days prior to the expiration of this Agreement, the City may provide written notice of intent to renew this Agreement for an additional term of up to three years upon terms and conditions agreed upon by both parties to the Agreement. If no such renewal agreement is executed by the parties, the Agreement terminates without further action of either party on December 31, 2016.

ARTICLE V

GENERAL

Section 1 Authorized City Agent: The City's authorized agent for the purpose of administration of this Agreement is the City Administrator. Said agent shall have final authority for approval and acceptance of the Contractor's services performed under this Agreement and shall further have responsibility for administration of the terms and conditions of this Agreement. All notices under this Agreement shall be sent to the person and address indicated below on the signature lines.

Section 2 Amendments: No amendments or variations of the terms and conditions of this Agreement shall be valid unless in writing and signed by the parties.

Section 3 Assignability: The Contractor's rights and obligations under this Agreement are not assignable or transferable.

Section 4 Data: Any data or materials, including, but not limited to, reports, studies, photographs, negatives, or any and all other documents prepared by the Contractor or its outside consultants in the performance of the Contractor's obligations under this Agreement shall be the exclusive property of the City, and any such data and materials shall be remitted to the City by the Contractor upon completion, expiration, or termination of this Agreement. Further, any such data and materials shall be treated and maintained by the Contractor and its outside consultants in accordance with applicable federal, state and local. Further, Contractor will have access to data collected or maintained by the City to the extent necessary to perform Contractor's obligations under this Agreement. Contractor agrees to maintain all data obtained from the City in the same manner as the City is required under the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 or other applicable law (hereinafter referred to as the "Act"). Contractor will not release or disclose the contents of data classified as not public to any person except at the written direction of the City. Upon receipt of a request to obtain and/or review data as defined in the Act, Contractor will immediately notify the City. The City shall provide written direction to Contractor regarding the request within a reasonable time, not to exceed fifteen (15) days. The City agrees to indemnify, hold harmless and defend Contractor for any liability, expense, cost, damages, claim, and action, including attorneys' fees, arising out of or related to Contractor's complying with the City's direction. Subject to the aforementioned, Contractor agrees to defend and indemnify the City from any claim, liability, damage or loss asserted against the City as a result of Contractor's failure to comply with the requirements of the Act. Upon termination and/or completion of this Agreement, Contractor agrees to return all data to the City, as requested by the City.

ARTICLE V - CONTINUED

GENERAL - CONTINUED

Section 5 Entire Agreement: This Agreement is the entire agreement between the City and the Contractor and it supersedes all prior written or oral agreements. There are no other covenants, promises, undertakings, or understandings outside of this Agreement other than those specifically set forth. Any term, condition, prior course of dealing, course of performance, usage of trade, understanding, or agreement purporting to modify, vary, supplement, or explain any provision of this Agreement is null and void and of no effect unless in writing and signed by representatives of both parties authorized to amend this Agreement.

Section 6 Severability: All terms and covenants contained in this Agreement are severable. In the event any provision of this Agreement shall be held invalid by any court of competent jurisdiction, this Agreement shall be interpreted as if such invalid terms or covenants were not contained herein and such holding shall not invalidate or render unenforceable any other provision hereof.

Section 7 Contractor Fiscal Decision Waiver: Contractor is responsible for providing the City with timely and accurate financial recommendations and information that allows City Council the ability to make final financial decisions. Contractor will provide final financial recommendations, but is not responsible for the final decisions made regarding financial matters.

Section 8 City Employment of Contractors Employees; Should the City desire to employ the Contractors employee that is assigned to the City during the term of this Agreement, it must have the written consent of the Contractor to enter into a City employee contract with the Contractors employee. Should the Contractor agree to such arrangement, the agreement will include a payment equal to 50% of the annual contracted cost, in addition to the annual contracted cost already paid to the Contractor. This restriction on employment applies only during the term of this agreement.

Section 9 Compensation: The parties agree that the Contractor shall be paid compensation for the services provided hereunder, payable for work performed in accordance with this Agreement, based on the fees indicated in Table 1 and under the attached scope of services. Additional fees will not be incurred without prior approval of the City.

Table 1

Project	Deliverable by December 31, 2015	Deliverable 2016
Audit preparation	Begin completion of year end schedules for debt, taxes, capital projects and coordinate plan with staff and auditors	Finish audit preparation and coordinate completion with auditors
Budget	Staff meetings, council meetings and presentations and review for the preliminary budget and final budget adoption	Oversee the financial component of the 2017 budget from initial meetings until final budget adoption
Build business plan for Muni	Meet with staff, develop business plan to include 2016 goals and 5 year projection of financials	Update the business plan in July with management
Manage Muni business plan through monthly meetings	Lead monthly level 10 meetings with liquor store managers that include solving issues and achieving annual business plan	Lead level 10 meetings with liquor store managers that include solving issues and achieving annual business plan
Draft reports - OSA, TIF, Annual report	none	complete all required reports to the State by their due dates
Long term plan	schedule full long term financial plan with 5 year projection and key performance indicators. Meet with finance task force	Update the long term financial plan
Monthly meetings	Participate in monthly meetings as directed by City Manager	Participate in monthly meetings as directed by City Manager
Quarterly reporting	Prepare quarterly financial reports with review of Muni operations dashboard.	Prepare quarterly financial reports with review of Muni operations dashboard.

	2015	2016
Total Fee	\$ 26,000	\$ 55,000

Initial invoice will be sent within 10 days of the execution of this agreement. Monthly installment fees will be invoiced throughout the remainder of this contract.

Section 10 Additional Services: Should the City request additional services in addition to the Contracted Services, the Contractor will provide the City with proposed fees for the services to be provided. The City shall provide a written or electronic confirmation prior to the proposed services implementation.

Section 11 Outside Contractors: It shall be the responsibility of Contractor to compensate any other outside consultants retained or hired by Contractor to fulfill their obligations under this Agreement and shall be responsible for their work and Contractor, by using outside contractors, shall not be relieved of its obligations under this Agreement.

AGREEMENT FOR THE PROVISION OF PROFESSIONAL SERVICES
CITY OF WAYZATA, MINNESOTA

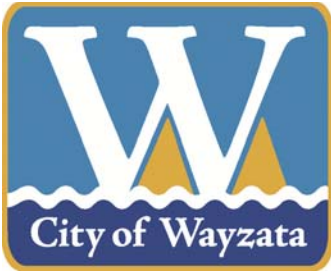
WHEREFORE, this Agreement was entered into on the date set forth below and the undersigned, by execution hereof, represent that they are authorized to enter into this Agreement on behalf of the respective parties and state that this Agreement has been read by them and that the undersigned understand and fully agree to each, all and every provision hereof, and hereby, acknowledge receipt of a copy hereof.

City of Wayzata
600 Rice Street
Wayzata, Minnesota 55391

Name _____
Title _____ City Manager _____
Date _____

AEM Financial Solutions, LLC
5201 Eden Ave. Suite 250
Edina, Minnesota 55436

Name _____  _____
Title _____ CEO _____
Date _____ August 19, 2015 _____



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

Mayor:
Ken Willcox

City Council:
Bridget Anderson
Johanna McCarthy
Andrew Mullin
Steven Tyacke

City Manager:
Heidi Nelson

TO: Mayor Willcox and Councilmembers
Heidi Nelson, City Manager

FROM: Kathy Ovshak, Sr. Accountant

DATE: August 24, 2015

RE: Resolution No. 31-2015: Cancelling scheduled General Obligation Improvement Bonds, Series 2010A Levy with Hennepin County

Attached for your review and approval is Resolution No. 31-2015 cancelling the General Obligation Improvement Bonds that was inadvertently recorded with Hennepin County as a debt levy obligation. This bond issuance was for the Superior Boulevard street realignment project which is paid by special assessment. In previous years when I submitted the Proposed Levy Certification, I included a letter to Hennepin County indicating this specific bond issuance was to be removed from the levy amount. Hennepin County is requiring a resolution be submitted to permanently cancel any scheduled bonded debt.

RESOLUTION NO. 31-2015

**RESOLUTION CANCELLING SCHEDULED GENERAL OBLIGATION
IMPROVEMENT BONDS, SERIES 2010A LEVY WITH HENNEPIN COUNTY**

WHEREAS, the City issued General Obligation Improvement Bonds, Series 2010A, on September 1, 2010, pursuant to the City Charter and in accordance with Minnesota Statutes, Chapters 429 and 475; and

WHEREAS, The Series 2010A Bonds are general obligations of the City for which its full faith, credit and unlimited taxing powers are pledged but will be payable primarily from special assessments upon benefited property; and

WHEREAS, a schedule had inadvertently been filed with Hennepin County indicating that property taxes were the primary method for repayment; and

WHEREAS, in order to remove the levy from county records, notice needs to be given to the County; and

WHEREAS, the City wishes to remove the scheduled property taxes from the County records for the General Obligation Improvement Bonds, Series 2010A.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Wayzata, Minnesota, that the City Council agrees the schedule debt levy should be removed for the General Obligation Improvement Bonds, Series 2010A by Hennepin County.

Adopted by the City Council of the City of Wayzata this 1st day of September, 2015.

Mayor Ken Willcox

ATTEST:

City Manager Heidi Nelson

ACTION ON THIS RESOLUTION:

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution:

I hereby certify that the foregoing is a true and correct copy of Resolution No. 31-2015 adopted by the City Council of the City of Wayzata, Minnesota, at a duly authorized meeting held on September 1, 2015.

Deputy City Clerk Becky Malone

SEAL

ATTACHMENT A

Debt Levy Requirements

For taxes payable in 2016

99	Wayzata	
B2350	GO Street Reconstruct bonds, 2009B	34,027.88
B2656	GO Improvement Bonds, Series 2010A	216,038.00
B2834	GO Refunding Bonds, Series 2012A	213,518.00
Total		463,583.88

BEST & FLANAGAN

Memorandum

DATE: September 1, 2015
TO: Wayzata City Council
FROM: Wayzata City Attorney
REGARDING: Review and Action on 133 Ridgeview Drive E Variance Application

At its last meeting, City Council considered a development application submitted by Graham and Nancy Gnos for a sideyard setback variance to expand their existing garage. After discussing the application and being unable to assemble an affirmative majority of members to approve or deny the application (Council Member Anderson has recused herself from this item), Council voted to table this item until its next meeting.

As Council resumes the discussion and takes action on the application, and in light of Council Member Anderson's recusal, I would advise the following procedure:

- Take time for any discussion among the Council, and with staff and the Applicant, and take any public comment, as desired by Council. The materials on this application from the last meeting are again included with your packet.
- Entertain a motion to adopt the draft approval resolution included with your packet (based on the PC Report & Recommendation). Importantly, those voting against the approval motion should state that they are voting against approval (i) for the reasons they have stated on the record, and (ii) based on the findings referenced at the end of this memo (or a variation thereof), which are based on the record from the PC meeting and the last Council meeting.
- If the motion to adopt the approval resolution obtains 3 or more affirmative votes, the motion will pass and the variance will be granted. If the motion fails to receive 3 or more affirmative votes, and those voting against the motion make the statements noted above, the variance will be denied.

The basic rule for Council action is that an affirmative vote of the majority of Council members is needed to adopt a resolution approving a variance. If there is no affirmative majority (3 yes votes), then the applicant does not get the variance. Another rule at play is the "60 Day Rule", a state law under which the Council must vote to approve or deny a request related to zoning within 60 days (or any permitted extension of time). Denials must state in writing the

reasons for the denial at the time the denials are made. Failure to deny a request within the required time frame is deemed approval of the request as a matter of law. However, if an approval motion fails, that failure constitutes a denial for the purpose of the 60 Day Rule provided those voting against the approval motion state on the record the reasons why they oppose the request.

POSSIBLE FINDINGS FOR DENIAL

1. The Applicant has not established that there are “practical difficulties” in complying with the Zoning Ordinance in that the plight driving the need for the variance is not due to circumstances unique to the property, such as topography or lot size, but was created by a previous landowner who expanded the kitchen into the garage, reducing the garage from a 2 car garage to a 1 car garage. The Applicant was aware of this condition when purchasing the property.
2. Economic considerations appear to be the sole reason for the variance, as the Applicant is selling the home, and has stated that the need of the variance for the 2 car garage is to sell the home more quickly and at a higher price.

000043/315010/2199261_1

Bryan Gadow

From: Craig & Kelly Heide <airkeaton@yahoo.com>
Sent: Monday, August 24, 2015 11:29 AM
To: Bryan Gadow; Bridget Anderson; Johanna McCarthy; Andrew Mullin; Steven Tyacke; Ken Willcox; dschelzel@bestlaw.com
Cc: graham.gnos@accenture.com
Subject: Gnos 133 Ridgeview Drive- Side Setback Variance Request

Mr. Gadow,

We spoke a few weeks ago regarding our own property and now I am reaching out to you in reference to our neighbors, Graham & Nancy Gnos. My husband Craig and I are writing you in regards to the proposed side setback variance request at 133 Ridgeview submitted by the Gnos'. We live directly next store to the East, at 141 Ridgeview Drive and our home would be directly impacted by this request. After multiple conversations with the Gnos' and upon reviewing the proposed garage expansion we support their request and would urge the City Council to approve. Please note the following reasons for our support:

1. Our home along with the Gnos' have a unique shared driveway configuration (only one in neighborhood). In addition, the lot line between the two homes is at an angle to the North. These combined make it extremely difficult for any type of garage expansion without removing significant trees throughout the lot. The shared driveway and angled lot line have been in place for at least the last 65+ years based on our lot survey research.
2. Every home in the neighborhood today has a two car garage and what the Gnos' are proposing would keep the look and feel of the home intact with the rest of the neighborhood.
3. Today, the Gnos' have to park one of their cars in the driveway. We feel by allowing them to have a two car garage and being able to park two cars in the garage....it will actually improve the value of homes in the area and look much better for everyone instead of having to always have a car in the driveway.
4. A two car garage for this house versus the current one car configuration will help maintain and improve home values in the neighborhood. This is good for the entire City.

In closing, today's families want and need at least a two car garage. It's no secret that any family can find plenty of 2+ car garages with all of the new developments in Plymouth. Wayzata is not Plymouth, nor do we want it to be...however we do want to continue to attract new families to the area that will continue to make Wayzata a great place to live. This, along with the points above is why we support the Gnos' request.

Regards,

Kelly & Craig Heide
141 Ridgeview Drive



Planning Report
August 18, 2015
Wayzata City Council Meeting

File Case No: PR 2015-10
Owner: Graham and Nancy Gnos
Address of request: 133 Ridgeview Drive E
PID number: 31-118-22-33-0023
Prepared By: Bryan Gadow, Director of Planning and Building
Project Summary: The Application is for a Variance from the Ten (10) ft Sideyard Setback requirement in the R-2 District.

Section 1: Background.

Graham and Nancy Gnos (collectively, the “Owner” or “Applicant”) have submitted a development application (the “Application”) requesting approval to construct a four (4) ft wide by twenty five (25) ft long, one hundred square foot (100 SF) expansion to an existing attached garage (the “Project”) at 133 Ridgeview Drive E (the “Property”). The Application requests approval to encroach into the ten (10) ft sideyard setback to a distance of 5.6 ft to allow for the location of a driveway to a side loading garage (the “Project”). The proposed site plan and building plans for the garage expansion are included as Attachment A to this Report.

The zoning request included in the Application is:

- A Variance from the Ten (10) ft Sideyard Setback in the R-2 District (Section 801.54.6.B.1.b) to a distance of 5.6 ft (the “Setback Variance”)

1.1 Approval Requests.

The Project includes one (1) approval requests associated with the Application:

A. *Variance for Sideyard Setback*

The southeast corner of the existing garage attached to the residence on the Property is pre-existing at 9.6 ft. The Applicant proposes a four (4) ft wide, 100 SF garage addition on the east side of the garage to a distance of 5.6 ft from the side property line. The request required approval of a

Setback Variance from the ten (10) ft side yard setback requirement in the R-2 Medium Density Single Family District.

1.2 Applicant's Narrative.

The Applicant provided the following narrative describing their request:

Prior to buying our house at 133 Ridgeview Drive in 2003, the previous owner expanded the kitchen, which sits directly next to the garage's West interior wall. The previous owner expanded the kitchen out into the garage approximately 4'. While from the street the garage still looks like a two car garage, you are unable to park more than one car in the garage at any time. Our objective of bumping the garage out by 4' is to bring the garage back as well as the house to rhythm of the neighborhood, where every house has a two car garage. This would allow us to park both of our cars in the garage together. In addition to seeking a garage that fits with the rest of the neighborhood that allows two cars to be parked in it, our home at 133 Ridgeview Drive is also on the market for sale. We have bought a house/lot a block down the road on Margaret Circle and will begin building in the coming weeks. Having a two car garage at 133 Ridgeview will also put us in a better competitive position with all of the other homes currently on the market in Wayzata and at our price point. We have been told by many buyers that they would buy our home, but will not, given the current garage footprint. That said, we would still seek the variance regardless of moving or not.

1.2 Relevant Property Information.

Zoning:	R-2 Medium Density Single Family District
Comp Plan:	Low Density Single Family
Total lot size:	14,987 square feet (SF) or 0.34 acres

Map 1: Existing Property Aerial



1.3 Legal Description.

A copy of the legal description for the subject properties are on file and available for viewing at City Hall. The following properties are included in the project area of the Application:

133 Ridgeview Drive E	31-118-22-33-0023	Graham and Nancy Gnos
-----------------------	-------------------	-----------------------

1.4 Public Noticing Requirements.

Zoning Ordinance Section 801.05 requires the Planning Commission to hold a public hearing on the Application. The Notice of Public Hearing was published in the Lakeshore Weekly on July 21, 2015. A copy of the Notice of Public Hearing was also mailed to all property owners located within 350 feet of the subject property on July 23, 2015.

1.5 Planning Commission Meeting Summary.

The Planning Commission reviewed the Application and held a Public Hearing on August 3, 2015. Two individuals provided written public comment on the Application, which is attached as Attachment C. The Planning Commission voted four (4) in favor, one (1) opposed, with one (1) abstention, and one (1) absence to direct Staff to prepare a draft *Planning Commission Report and Recommendation* for approval of the Application at the August 17, 2015 Planning Commission meeting. A copy of the draft Planning Commission meeting minutes of August 3, 2015 is included as Attachment D.

The Planning Commission reviewed and adopted the draft *Planning Commission Report and Recommendation* on a vote of ____ to _____. A copy of the draft *Planning Commission Report and Recommendation* is included as Attachment E. A draft Resolution of approval based upon the draft *Planning Commission Report and Recommendation* is included as Attachment F.

Section 2. Summary of Issues.

2.1 Zoning Analysis.

Adjacent property uses are:

Adjacent Property	Zoning	Uses
North	R-2	Single Family Residences
West	R-2	Single Family Residences
East	R-2	Single Family Residences
South	R-2	Single Family Residences

A comparison of the R-2 Standards and the proposed Project is as follows:

R-2 District	Code Standard	Proposed
Minimum Lot Area	15,000 square feet (SF)	14,987 SF
Minimum Lot Width	100 ft	100 ft
Minimum Lot Depth	100 ft	150 ft
Front Yard Setback (min.)	25 ft	48 ft
Side Yard Setback (West)	10 ft	17.2 ft
Side Yard Setback (East)	10 ft	9.6 ft (Existing) 5.6 ft (Proposed)
Rear Yard Setback (min.)	20 ft	48 ft
Lot Coverage	20%	17.6% (2,643 SF)
Impervious Surface	30%	25.7% (3,847 SF)

Section 3. Applicable Review Criteria:

3.1 Zoning Ordinance Variance Standards. Section 801.05.1.C provides the criteria for reviewing variances from the Zoning Ordinance. The Variance requested in the Application is a Setback Variance. The variance review criteria are as follows (with Staff's comments included in *italics*):

A. Variances shall only be permitted when they are:

- (i) in harmony with the general purposes and intent of this Ordinance; and
- (ii) consistent with the Comprehensive Plan.

The Property is guided for Low Density Single Family residential use. The Application proposes to construct an expansion to an existing attached garage on the Property, and encroach 4.6 ft into the required ten (10) ft side yard setback. The Planning Commission and City Council should make a finding of fact on whether or not the variance requests are in harmony with the general purpose and intent of the ordinance and consistent with the Comprehensive Plan.

- B. Variances may be granted when the Applicant for the variance establishes that there are practical difficulties in complying with this Ordinance.

The Planning Commission and City Council should make a finding of fact on whether or not the Applicant has established that there are practical difficulties in complying with the Ordinance.

- C. "Practical difficulties," as used in connection with the granting of a variance, means that:
 - (i) the property owner's proposal for the property is reasonable but not permitted by this Ordinance;
 - (ii) the plight of the landowner is due to circumstances unique to the property, and not created by the landowner; and
 - (iii) the variance, if granted, will not alter the essential character of the locality.

The Property is currently guided for single family use, and the Applicant desires to continue that use and construct an expansion to an existing attached garage on the Property. The Planning Commission and City Council should make a finding of fact on whether or not the Project meets the practical difficulties and reasonableness standard.

- D. Economic considerations alone do not constitute practical difficulties. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems.

The Planning Commission and City Council should make a finding of fact on whether or not economic considerations are the sole reason for the practical difficulties.

- E. Variances shall be granted for earth sheltered construction as defined in Minnesota Statutes, section 216C.06, subdivision 14, when in harmony with this Ordinance.

Not applicable in this case, as the Applicant is not proposing earth sheltered construction.

- F. The City Council shall not permit as a variance any use that is not allowed under this Ordinance for property in the zoning district where the affected person's land is located, except the City Council may permit as a variance the temporary use of a one family dwelling as a two family dwelling.

The proposed addition to the existing garage of the existing single family detached house is a permitted use in the R-2 District.

- G. The City Council may impose conditions in the granting of variances. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance.

The Planning Commission and City Council should determine if there are any applicable conditions that apply, if the Project is recommended for approval.

- H. An application for a variance shall set forth reasons that the variance is justified under the criteria of this section in order to make reasonable use of the land, structure or building.

The Applicant has provided a narrative, included in Section 1.2 of this Report, to describe their reasons for requesting the Variance.

Section 4. Action Steps.

After considering the items outlined in this Report, the City Council should pursue one of the following options as an action step:

1. Adopt the draft approval Resolution No. 29-2015 included as Attachment E of this Report.
2. If the Council wishes to significantly modify the Resolution for approval, the Council should direct staff to prepare a revised Resolution for review and adoption at the next Council meeting.
3. If the Council wishes to pursue a denial motion, the Council should direct staff to prepare a revised Resolution reflecting the denial motion for review and adoption at the next Council meeting.

Attachments:

1. Attachment A: Letter of Recusal
2. Attachment B: Submitted Plan Set
 - Existing Conditions Site Plan
 - Proposed Site Plan
 - Garage Remodel Plans

3. Attachment C: Received Public Comment
4. Attachment D: Draft Planning Commission Meeting Minutes of August 3, 2015
5. Attachment E: Draft Planning Commission Report and Recommendation
6. Attachment F: Draft Resolution 29-2015

Mr. Tom Vanderheyden, Chair
Wayzata Planning Commission
Re: August 3rd Planning Meeting
July 28, 2015

Chairman Vanderheyden

I wanted to make you aware that I have submitted a side setback variance request for our home at 133 Ridgeview Drive for consideration during the August 3rd, 2015 planning commission meeting. As a result of this request, I wanted to make you aware that I am planning on recusing myself during this portion of the August 3rd meeting and any subsequent discussion on my application request.

Please let me know if you have any questions.

Regards,

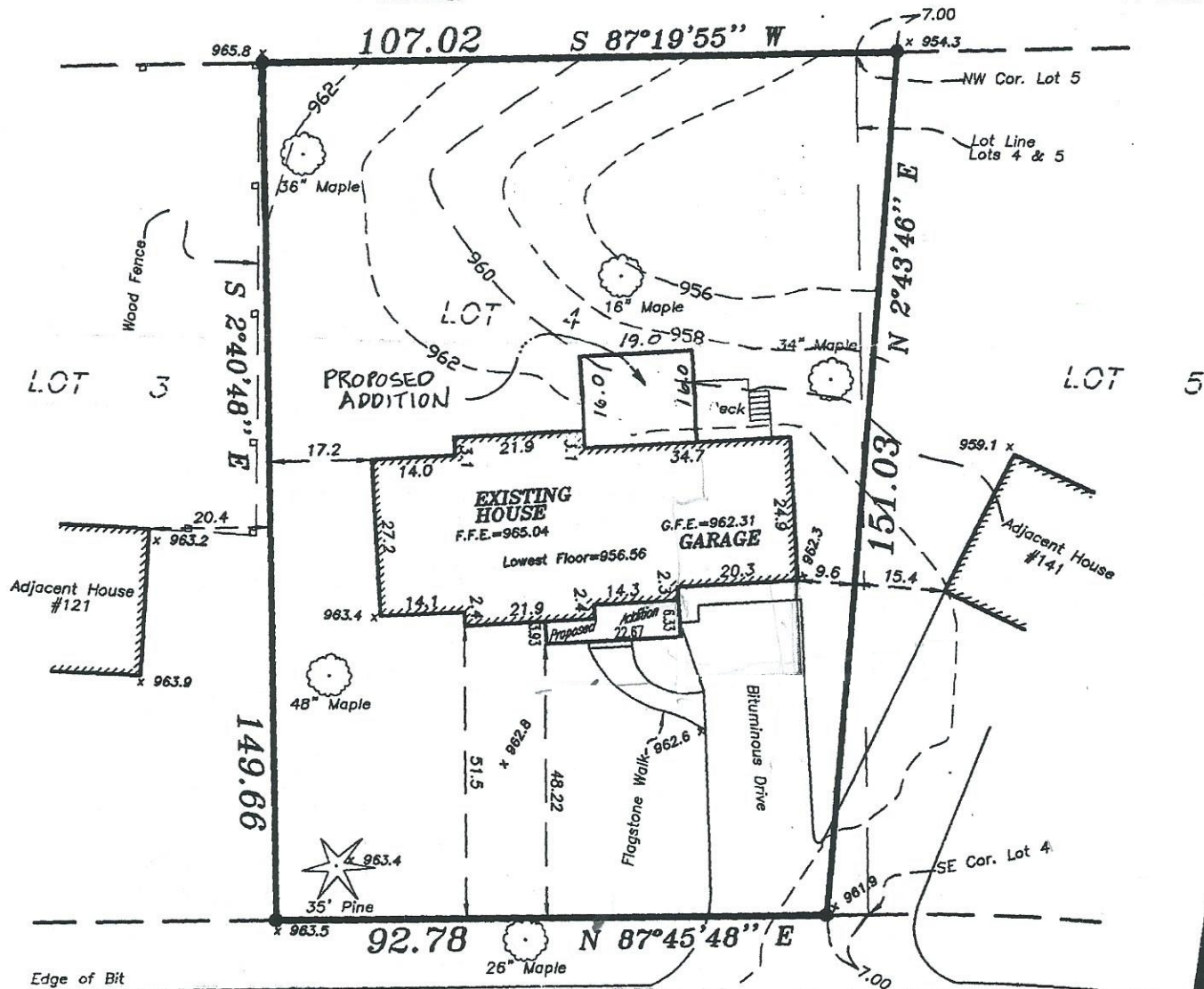
Graham L. Gnos

CERTIFICATE OF SURVEY

FOR: **GRAHAM AND NANCY GNOS**

LEGAL DESCRIPTION

That part of lots 4 and 5, Block 1, Second Addition To Ridgeview Heights, lying westerly of a line drawn from a point on the south line of said Lot 4, a distance of 7.00 feet west from the southeast corner thereof, to a point in the north line of said lot 5, a distance of 7.00 feet east from the northwest corner thereof.



These are the existing
hardcover calculations

RIDGEVIEW DRIVE EAST

Site Address
133 Ridgeview Drive E.
Wayzata, MN 55391

Existing Hardcover

House/Deck
Stoop/Walks/Drive

2,115.7 Sq. Ft.
1,247.3 Sq. Ft.

Total Hardcover

3,363.0 Sq. Ft.

Lot Area

14,987.4 Sq. Ft.

Percent of Hardcover = 22.4%

Proposed Hardcover

House/Deck

2,543.11 Sq. Ft.

Stoop/Walks/Drive

1,204.3 Sq. Ft.

Total Hardcover

3,747.41 Sq. Ft.

Lot Area

14,987.4 Sq. Ft.

Percent of Proposed Hardcover = 25.0%

-Addition to match existing grades-

○ Denotes iron monument
● Denotes found monument
x 000.0 Denotes existing elev.

C:\EP\DRAW\13284.DWG

**DEMARS-GABRIEL
AND SURVEYORS, INC.**

3030 Harbor Lane No.
Plymouth, MN 55447
Phone: (763) 559-0908

I hereby certify that this is a true and correct representation of a survey of the boundaries of the above described land and of the location of all buildings, if any, thereon, and all visible encroachments, if any, from or on said land.

As surveyed by me this 20th day of November, 2006.

David E. Crook

Minn. Reg. No. 22414

File No.
13284

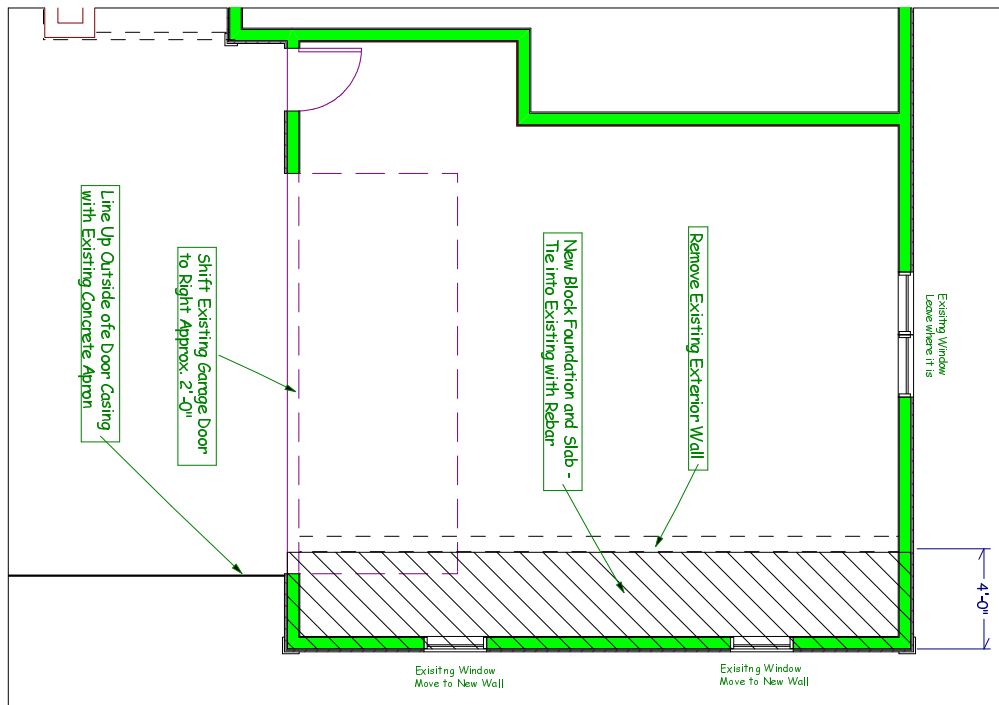
Book-Page
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Scale
1"=30'

CC_PACKET_09012015
Page 56 of 95

Floor Plan

1/8" = 1'-0"



Graham and Nancy Gnos
Ridgeview Drive E. Wayzata, MN

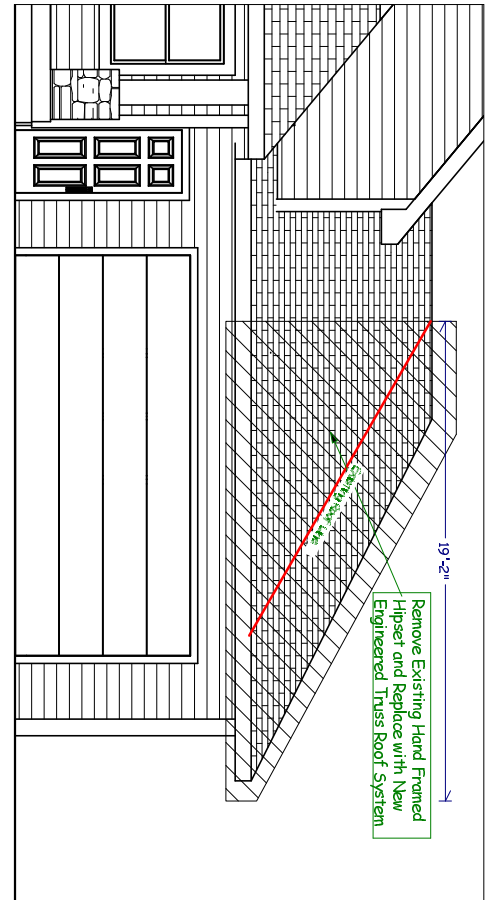
Orig. Draft:
05/20/2015

Denali
Custom Homes, Inc

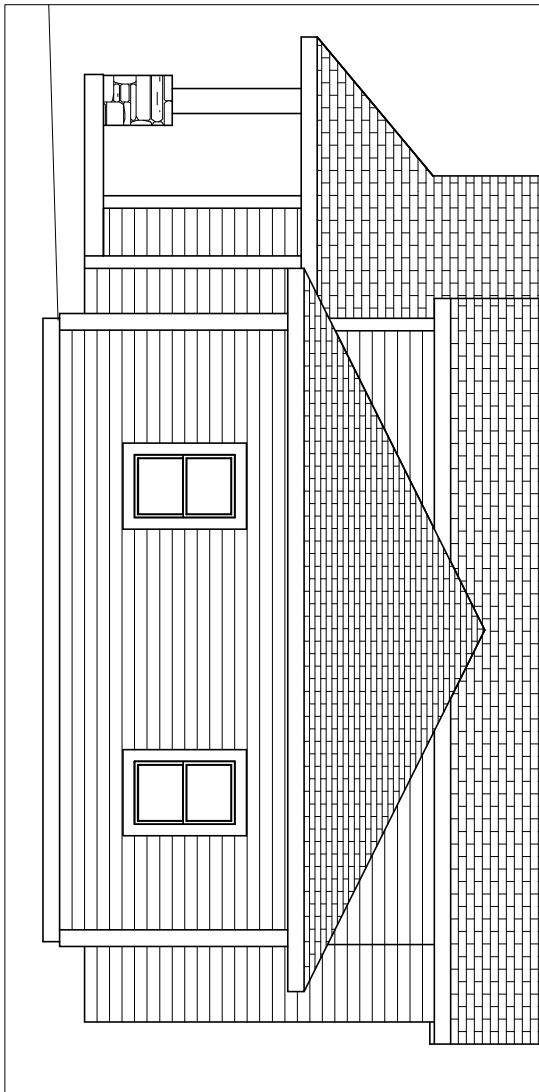
Revisions:

Page No.

1



○
Front Elevation
1/8" = 1'-0"



○
Side Elevation
1/8" = 1'-0"

Graham and Nancy Gnos
Ridgeview Drive E. Wayzata, MN

Orig. Draft:
05/20/2015

Denali
Custom Homes, Inc

Revisions:

Page No.

2

Bryan Gadow

From: SSorenson@doughertymarkets.com
Sent: Monday, August 03, 2015 9:29 AM
To: Bryan Gadow
Subject: Proposed Gnos Garage Expansion

Steve Sorenson
162 Ridgeview Drive
Wayzata, MN 55391

August 3, 2015

Mr. Gadow,

I received notice of the Gnos' requested garage expansion at 133 Ridgeview Drive and while I had hoped to attend the planning commission meeting in person this evening, my schedule does not permit. Please note that I believe the Gnos' request to bump their garage out makes complete sense and I support their request. The look and feel of the house will remain constant with the neighborhood and allowing them to be able to park two cars in the garage is the right thing to do.

Please accept this email as support of their request to the city.

Regards,

Steve Sorenson

Steven D. Sorenson

Vice President- Institutional Equity Sales

Dougherty & Company LLC

90 S 7th St, Suite 4300

Minneapolis, Minnesota

612.317.2012 (Direct) | 612.207.4113 (cell)

ssorenson@doughertymarkets.com

AOL IM: ssorensonDCO

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Jonathan Pyne and Carla Mackedanz

156 Ridgeview Lane East

Wayzata, MN 55391

August 3, 2015

Brian Gadow
Director of Planning and Building
City of Wayzata
600 Rice Street E
Wayzata, MN 55391

Dear Mr. Gadow,

We received notice of the Gnos' requested garage expansion at 133 Ridgeview Drive. My wife, Carla and I believe the Gnos' request to bump their garage out is a good idea, when our homes were built, mudrooms and larger garages were not seen as necessary. Things have changed. We remodeled our home to add a mudroom and a second garage stall. These made our home much more comfortable. We support their request, it will add to their home and to our neighborhood.

We had hoped to attend the planning commission meeting, but our schedules will not allow us to attend. We wanted to send this letter to ensure that the planning commission understands our support. The look and feel of the house will remain constant with the neighborhood. Please accept this email as support of their request to the city.

Sincerely,

Jonathan Pyne

Carla Mackedanz

**WAYZATA PLANNING COMMISSION
MEETING MINUTES
AUGUST 3, 2015**

AGENDA ITEM 1. Call to Order, Roll Call and Approval of Minutes.

Chair Vanderheyden called the meeting to order at 7:00 p.m.

Present at roll call were Commissioners: Vanderheyden, Gonzalez, Ramy, Young, and Gruber. Absent and excused was: Commissioner Iverson and Gnos. Director of Planning and Building Gadow, Intern Peters, and City Attorney Schelzel were also present.

Chair Vanderheyden stated there were no minutes of the previous meeting to review, and they would be reviewed at the next meeting.

AGENDA ITEM 2. Regular Agenda Public Hearing Items:

- a. **133 Ridgeview Drive E – Graham and Nancy Gnos**
 - i. **Sideyard Setback Variance for Garage Addition**

Mr. Gadow stated Graham and Nancy Gnos have submitted a development application requesting approval of a variance to construct a 4-foot wide by 25-foot long (100 square foot) expansion to an existing attached garage at 133 Ridgeview Drive E that would encroach 5.6-feet into the 10-foot sideyard setback to allow for the location of a driveway to a side-loading garage. He reviewed the site plan and building plans.

Mr. Gadow noted that Commissioner Gnos had informed the Chair of his Application, and had recused himself from discussing or voting on this item as a commissioner.

Mr. Graham Gnos, 133 Ridgeview Drive E, Wayzata, provided background on the home and reasons for requesting a variance at this time. He explained the objective of bumping the garage out by 4-feet is to bring the garage and home back into rhythm of the neighborhood where every house has a two car garage. He explained there would be no trees removed from the property.

Commissioner Gruber asked Mr. Graham to explain the reactions of potential buyers of the property with the home only having a single car garage.

Mr. Gnos stated several potential buyers had told them they would have made an offer on the home if it had a two car garage. Having only a one car garage has prevented them from selling the home.

Commissioner Gonzalez asked if the black top would need to be expanded in front of the addition.

1 Mr. Gnos stated the existing apron and black top would remain the same. The existing door is a
2 two car garage door and this would be shifted over to allow for two cars to be parked in the
3 garage.

4
5 Commissioner Gonzalez asked if the applicant had talked with the neighbors regarding the
6 expansion.

7
8 Mr. Gnos stated he had discussed the plans with neighbors and they have stated they are open to
9 the expansion. He also let them know the Planning Commission would be holding a public
10 hearing on the application today.

11
12 Commissioner Gonzalez asked if the height of the existing structure would change.

13
14 Mr. Gnos clarified the existing structure height would not change.

15
16 Chair Vanderheyden asked if there was a formal easement for how the neighbor's driveway sits
17 on Mr. Gnos' property.

18
19 Mr. Gnos stated he was not aware of a formal easement.

20
21 Chair Vanderheyden opened the public hearing at 7:12 p.m.

22
23 There being no comments from the public, Chair Vanderheyden closed the public hearing at 7:13
24 p.m.

25
26 Commissioner Ramy asked if there had been other situations in the City where the building had
27 created the hardship. He stated the situation was an economic one because the owner still had
28 reasonable use of the land and building.

29
30 Commissioner Gonzalez clarified the Planning Commission's role was to determine if there were
31 practical difficulties, not a hardship, and if the request is reasonable.

32
33 City Attorney Schelzel stated the Commissioner should focus on the standards in the Zoning
34 Ordinance. He stated the Ordinance states that a variance can be granted if the applicant
35 establishes that there are practical difficulties in complying with the Ordinance, and there are
36 three criteria outlined in the Ordinance that must be met in order to establish practical
37 difficulties. He clarified if the applicant was requesting the variance for economic
38 considerations only, then the variance should be denied; but if the applicant establishes there are
39 additional reasons for the variance request then the Commission may chose to grant the variance.

40
41 Commissioner Gonzalez recommended approval of the variance request for the following
42 reasons: there are practical difficulties because it is an existing building and the applicant has no
43 alternatives for expansion, the existing setback is currently non-conforming and the request will
44 not affect the neighboring property, the trees on the property will remain, the height of the
45 structure will not change, the difficulties are unique to the property because all of the homes in

1 this neighborhood have double garages and this property does not have alternatives for this, the
 2 variance will not alter the essential character of the neighborhood and the request is reasonable.

3
 4 Commissioner Ramy stated the house was designed with a two car garage, and the home could
 5 be a two car garage if the applicant were to put the kitchen back to the way the original design
 6 had been and moved the kitchen from the garage.

7
 8 Commissioner Gonzalez clarified that her decision is not based on knowing the applicant. The
 9 application as presented meets the standards in the Ordinance for granting a variance. The
 10 practical difficulties are established.

11
 12 Commissioner Young stated the previous owner made the change and the applicant bought the
 13 house knowing of the change. But based on the application, he would support the variance.

14
 15 Chair Vanderheyden stated he would also support the request. The current landowner did not
 16 create the practical difficulties. He understands there could be cascading effects that may occur
 17 with this over time if the Commission sets a precedent by granting the variance. But the request
 18 does not alter the character of the locality. This is a neighborhood of two car garages, and the
 19 applicant has a single stall garage. Further, being able to park two cars inside is beneficial to the
 20 neighborhood in that it keeps more cars off the street and out of sight.

21
 22 Commissioner Gruber stated she would not support the request because of the language “the
 23 plight of the landowner is due to circumstances unique to the property, and not created by the
 24 landowner”. In this case, a landowner created the circumstances, and the applicant has lived in
 25 the home for 12-years and has known about the situation and lived with a single stall garage for
 26 that time. She stated economic considerations have become paramount for the applicant, as he
 27 has been unable to sell the home with a single stall garage. This is an opportunity to negotiate on
 28 the price of the property. She expressed concerns about setting a precedent for future applicants
 29 that may have unique circumstances created by previous landowners.

30
 31 Commissioner Ramy stated this is a reasonable request and would improve the aesthetics of the
 32 neighborhood as pointed out by the Chair. He stated he would support the variance request.

33
 34 Commissioner Young made a motion, Seconded by Commissioner Gonzalez, to direct Staff
 35 prepare a Planning Commission Report and Recommendation of approval for a sideyard setback
 36 variance at 133 Ridgeview Drive E for reasons discussed by the Planning Commission. The
 37 motion carried 4 ayes; 1 nay (Gruber).

38 39 40 **AGENDA ITEM 3. Other Items:**

41 42 **a. Review of Development Activities**

43
 44 Mr. Gadow stated the August 17 meeting would start with a joint workshop with the City
 45 Council at 5:30 to discuss the proposed Telecommunications Ordinance. The regular agenda
 46 would include a variance application for a fence at 324 Bushaway Road. The City received an



WAYZATA PLANNING COMMISSION

August 17, 2015

REPORT AND RECOMMENDATION ON APPLICATION FOR SIDE YARD SETBACK VARIANCE AT 133 RIDGEVIEW DRIVE EAST

SUMMARY OF RECOMMENDATION

- Approval* of Side Yard Setback Variance

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

REPORT AND RECOMMENDATION

Section 1. BACKGROUND

- 1.1 **Project.** Graham and Nancy Gnos (collectively, the “Owner” or “Applicant”) have submitted a development application (the “Application”) requesting approval to construct a four (4) ft wide by twenty five (25) ft long, one hundred square foot (100 SF) expansion to an existing attached garage (the “Project”) at 133 Ridgeview Drive E (the “Property”). The Application requests approval of a variance to encroach 5.6 ft into the ten (10) ft sideyard setback to allow for the location of a driveway to a side loading garage.
- 1.2 **Application Request.** As part of the Application, the Applicant is requesting approval of the following item:
- A. A variance from the required ten (10) ft Sideyard Setback in the R-2 District (Section 801.54.6.B.1.b) to allow encroachment of 5.6 ft into the setback (the “Setback Variance”)
- 1.3 **Property.** The street address, property identification number and owner of the Property are:

133 Ridgeview Drive E	31-118-22-33-0023	Graham and Nancy Gnos
-----------------------	-------------------	--------------------------

- 1.4 Land Use. Uses in the general vicinity are single family detached residential. The Property and adjacent properties are zoned R-2 (5,000 SF minimum lot sizes).
- 1.5 Notice and Public Hearing. Notice of a public hearing on the Application was published in the *Lakeshore Weekly* on July 21, 2015. A copy of the notice was mailed to all property owners located with 350 feet of the Property on July 23, 2015. The required public hearing was held at the August 3, 2015 Planning Commission meeting.

Section 2. STANDARDS

- 2.1 Side Yard Setback. The front yard setback in the R-2 District is ten (10) feet. Section 801.54.6.B.1.b.
- 2.2 Zoning Ordinance Variance Standards. Section 801.05.1.C provides the criteria for reviewing variances from the standards of the Zoning Ordinance. The variance review criteria are as follows:
- A. Variances shall only be permitted when they are:
 - (i) in harmony with the general purposes and intent of the Zoning Ordinance; and
 - (ii) consistent with the Comprehensive Plan.
 - B. Variances may be granted when the Applicant for the variance establishes that there are practical difficulties in complying with this Ordinance.
 - C. "Practical difficulties," as used in connection with the granting of a variance, means that:
 - (i) the property owner's proposal for the property is reasonable but not permitted by the Zoning Ordinance;
 - (ii) the plight of the landowner is due to circumstances unique to the property, and not created by the landowner; and
 - (iii) the variance, if granted, will not alter the essential character of the locality.
 - D. Economic considerations alone do not constitute practical difficulties. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems.
 - E. Variances shall be granted for earth sheltered construction as defined in Minnesota Statutes, section 216C.06, subdivision 14, when in harmony with this Ordinance.
 - F. The City Council shall not permit as a variance any use that is not allowed under this Ordinance for property in the zoning district where the affected

person's land is located, except the City Council may permit as a variance the temporary use of a one family dwelling as a two family dwelling.

- G. The City Council may impose conditions in the granting of variances. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance.
- H. An application for a variance shall set forth reasons that the variance is justified under the criteria of this section in order to make reasonable use of the land, structure or building.

Section 3. FINDINGS

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

3.1 Variance.

- A. The Setback Variance requested in the Application does not change the current single family residential use. The Setback Variance requested is in harmony with the general purposes and intent of the Ordinance and is consistent with the Comprehensive Plan.
- B. A previous property owner remodeled the kitchen, prior to the Applicant purchasing the Property, and extended the kitchen four (4) ft into the garage area, which created a practical difficulty utilizing the existing attached garage as a two stall attached garage. The Applicant's Setback Variance request is to address the practical difficulty created by the previous property owner.
- C. The Setback Variance requested is reasonable, due to circumstances driven by the existing lot layout and the previous property owner's interior remodel project. If granted, the Setback Variance would not alter the essential character of the locality in that the height of the building would not change, no trees would be lost, the existing driveway would remain unaltered, and many residences in the neighborhood have two car garages.
- D. The practical difficulties necessitating the Setback Variance are not solely economic in nature. The existing interior layout of residence on the Property is a significant factor in the practical difficulty with meeting the ordinance requirements.
- E. The proposed uses for the Property, including the attached garage, are permitted accessory uses within the R-2 District.

- F. The conditions for granting approval of the Setback Variance listed below in Section 4 of this Report should be considered by City Council.
- G. The Applicant has provided the reasons that the Setback Variance is justified under the criteria of this section in order to make reasonable use of the land, structures and buildings on the Property.

Section 4. RECOMMENDATION

- 4.1 Planning Commission Recommendation. Based on the findings in section 3 of this Report, the Planning Commission recommends approval of Setback Variance request included the Application (Attachment A), subject to the following conditions:
- A. The Applicant must secure all necessary building permits for construction, and all laws and regulations applicable to the Project.
 - B. All expenses of the City of Wayzata, including consultant, expert, legal, and planning incurred must be fully reimbursed by the Applicant.

Adopted by the Wayzata Planning Commission this 17th day of August 2015.

Chair, Planning Commission

Attachment A

Applicant Submittals

DRAFT RESOLUTION NO. 29-2015

RESOLUTION APPROVING SIDE YARD SETBACK VARIANCE AT 133 RIDGEVIEW DRIVE EAST

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

Section 1. BACKGROUND

1.1 Project. Graham and Nancy Gnos (collectively, the “Owner” or “Applicant”) have submitted a development application (the “Application”) requesting approval to construct a four (4) ft wide by twenty five (25) ft long, one hundred square foot (100 SF) expansion to an existing attached garage (the “Project”) at 133 Ridgeview Drive E (the “Property”). The Application requests approval of a variance to encroach 5.6 ft into the ten (10) ft sideyard setback to allow for the location of a driveway to a side loading garage.

1.2 Application Request. As part of the Application, the Applicant is requesting approval of the following item:

A. A variance from the required ten (10) ft Sideyard Setback in the R-2 District (Section 801.54.6.B.1.b) to allow encroachment of 5.6 ft into the setback (the “Setback Variance”)

1.3 Property. The property identification number and owner of the affected property (the “Property”) are:

133 Ridgeview Drive E	31-118-22-33-0023	Graham and Nancy Gnos
-----------------------	-------------------	-----------------------

1.4 Land Use. Uses in the general vicinity are single family detached residential. The Property and adjacent properties are zoned R-2 (15,000 SF minimum lot sizes).

1.5 Notice and Public Hearing. Notice of a public hearing on the Application was published in the *Lakeshore Weekly* on July 21, 2015. A copy of the notice was mailed to all property owners located with 350 feet of the Property on July 23, 2015. The required public hearing was held at the August 3, 2015 Planning Commission meeting.

1.6 Planning Commission Action. The Planning Commission reviewed the Application and held a Public Hearing on August 3, 2015. No individuals spoke at the Public Hearing, but two individuals provided written comment on the Application. The Planning Commission voted four (4) in favor and one (1) opposed, with one (1) abstention, and one (1) absent to direct staff to prepare a draft *Planning Commission Report and Recommendation* for approval of the Application.

The Planning Commission reviewed the draft *Planning Commission Report and Recommendation* on August 17, 2015, where a motion to adopt the Report was approved on a ____ in favor and ____ opposed vote.

Section 2. STANDARDS

- 2.1 Side Yard Setback. The front yard setback in the R-2 District is ten (10) feet. Section 801.54.6.B.1.b.
- 2.2 Zoning Ordinance Variance Standards. Section 801.05.1.C provides the criteria for reviewing variances from the standards of the Zoning Ordinance. The variance review criteria are as follows:
 - A. Variances shall only be permitted when they are:
 - (i) in harmony with the general purposes and intent of the Zoning Ordinance; and
 - (ii) consistent with the Comprehensive Plan.
 - B. Variances may be granted when the Applicant for the variance establishes that there are practical difficulties in complying with this Ordinance.
 - C. "Practical difficulties," as used in connection with the granting of a variance, means that:
 - (i) the property owner's proposal for the property is reasonable but not permitted by the Zoning Ordinance;
 - (ii) the plight of the landowner is due to circumstances unique to the property, and not created by the landowner; and
 - (iii) the variance, if granted, will not alter the essential character of the locality.
 - D. Economic considerations alone do not constitute practical difficulties. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems.
 - E. Variances shall be granted for earth sheltered construction as defined in Minnesota Statutes, section 216C.06, subdivision 14, when in harmony with this Ordinance.
 - F. The City Council shall not permit as a variance any use that is not allowed under this Ordinance for property in the zoning district where the affected person's land is located, except the City Council may permit as a variance the temporary use of a one family dwelling as a two family dwelling.

- G. The City Council may impose conditions in the granting of variances. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance.
- H. An application for a variance shall set forth reasons that the variance is justified under the criteria of this section in order to make reasonable use of the land, structure or building.

Section 3. FINDINGS

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

3.1 Variance.

- A. The Setback Variance requested in the Application does not change the current single family residential use. The Setback Variance requested is in harmony with the general purposes and intent of the Ordinance and is consistent with the Comprehensive Plan.
- B. A previous property owner remodeled the kitchen, prior to the Applicant purchasing the Property, and extended the kitchen four (4) ft into the garage area, which created a practical difficulty utilizing the existing attached garage as a two stall attached garage. The Applicant's Setback Variance request is to address the practical difficulty created by the previous property owner.
- C. The Setback Variance requested is reasonable, due to circumstances driven by the existing lot layout and the previous property owner's interior remodel project. If granted, the Setback Variance would not alter the essential character of the locality in that the height of the building would not change, no trees would be lost, the existing driveway would remain unaltered, and many residences in the neighborhood have two car garages.
- D. The practical difficulties necessitating the Setback Variance are not solely economic in nature. The existing interior layout of residence on the Property is a significant factor in the practical difficulty with meeting the ordinance requirements.
- E. The proposed uses for the Property, including the attached garage, are permitted accessory uses within the R-2 District.

- F. The conditions for granting approval of the Setback Variance are listed below in Section 4 of this Resolution.
- G. The Applicant has provided the reasons that the Setback Variance is justified under the criteria of this section in order to make reasonable use of the land, structures and buildings on the Property.

Section 4. CITY COUNCIL ACTION

- 4.1 Based on the Findings of this Resolution, the request for approval of the Setback Variance as set forth in the Application (Attachment A), is hereby **APPROVED** subject to all of the following conditions (failure to comply with any one of these conditions shall result in the revocation of this approval):
 - A. The Applicant must secure all necessary building permits for construction, and follow all laws and regulations applicable to the Project.
 - B. All expenses of the City of Wayzata, including consultant, expert, legal, and planning incurred must be fully reimbursed by the Applicant.

Adopted by the Wayzata City Council this _____ day of August, 2015.

Mayor Ken Willcox

ATTEST:

City Manager Heidi Nelson

ACTION ON THIS RESOLUTION:

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Wayzata, Minnesota, at a duly authorized meeting held on _____, 2015.

Becky Malone, Deputy City Clerk
SEAL

Attachment A

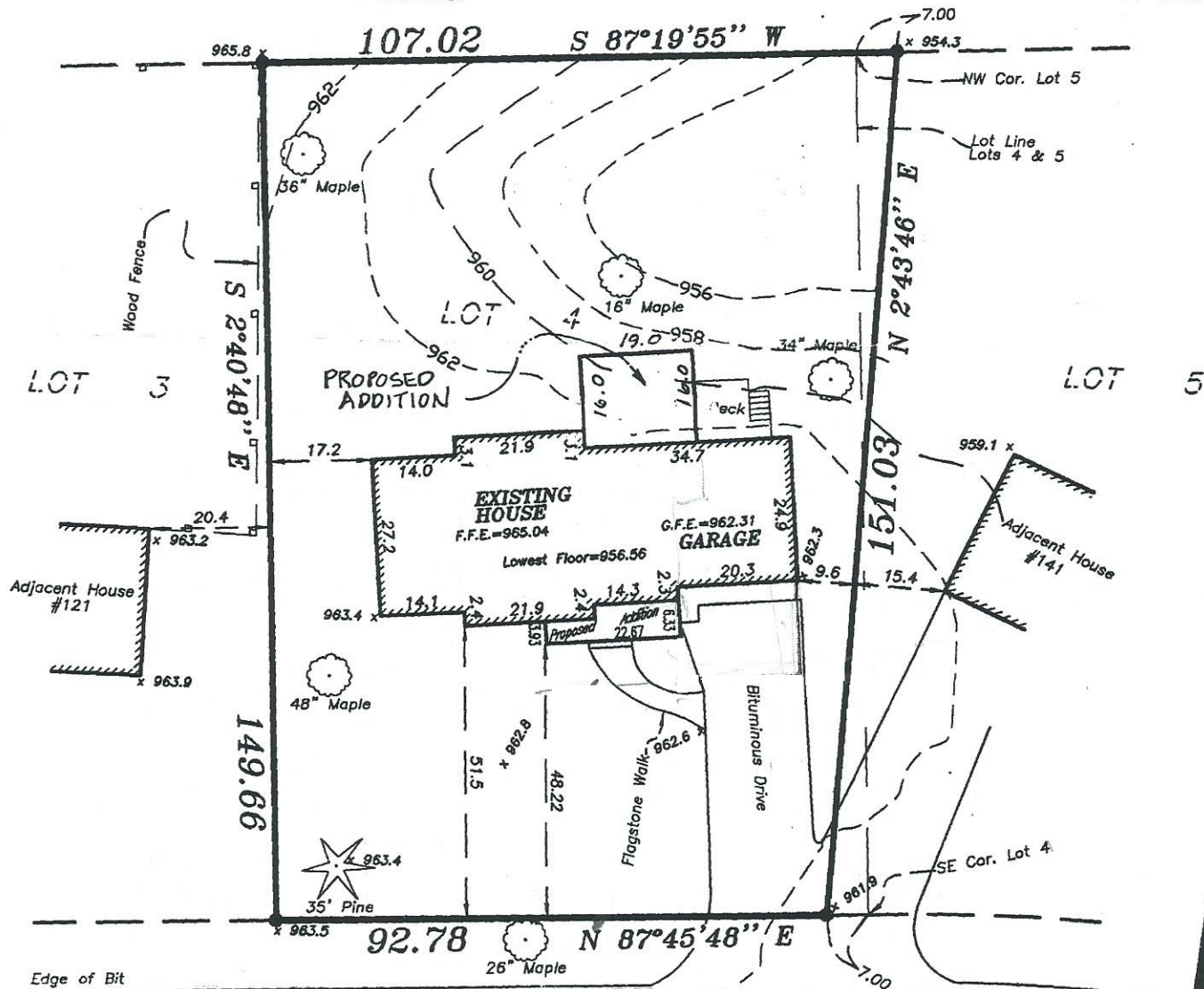
Applicant Submittals

CERTIFICATE OF SURVEY

FOR: **GRAHAM AND NANCY GNOS**

LEGAL DESCRIPTION

That part of lots 4 and 5, Block 1, Second Addition To Ridgeview Heights, lying westerly of a line drawn from a point on the south line of said Lot 4, a distance of 7.00 feet west from the southeast corner thereof, to a point in the north line of said lot 5, a distance of 7.00 feet east from the northwest corner thereof.



These are the existing
hardcover calculations

RIDGEVIEW DRIVE EAST

Site Address
133 Ridgeview Drive E.
Wayzata, MN 55391

Existing Hardcover

House/Deck
Stoop/Walks/Drive

2,115.7 Sq. Ft.
1,247.3 Sq. Ft.

Total Hardcover

3,363.0 Sq. Ft.

Lot Area

14,987.4 Sq. Ft.

Percent of Hardcover = 22.4%

Proposed Hardcover

House/Deck

2,543.11 Sq. Ft.

Stoop/Walks/Drive

1,204.3 Sq. Ft.

Total Hardcover

3,747.41 Sq. Ft.

Lot Area

14,987.4 Sq. Ft.

Percent of Proposed Hardcover = 25.0%

-Addition to match existing grades-

○ Denotes iron monument
● Denotes found monument
x 000.0 Denotes existing elev.

C:\EP\DRAW\13284.DWG

**DEMARS-GABRIEL
AND SURVEYORS, INC.**

3030 Harbor Lane No.
Plymouth, MN 55447
Phone: (763) 559-0908

I hereby certify that this is a true and correct representation of a survey of the boundaries of the above described land and of the location of all buildings, if any, thereon, and all visible encroachments, if any, from or on said land.

As surveyed by me this 20th day of November, 2006.

David E. Crook

Minn. Reg. No. 22414

File No.
13284

Book-Page
445-3

Scale
1"=30'

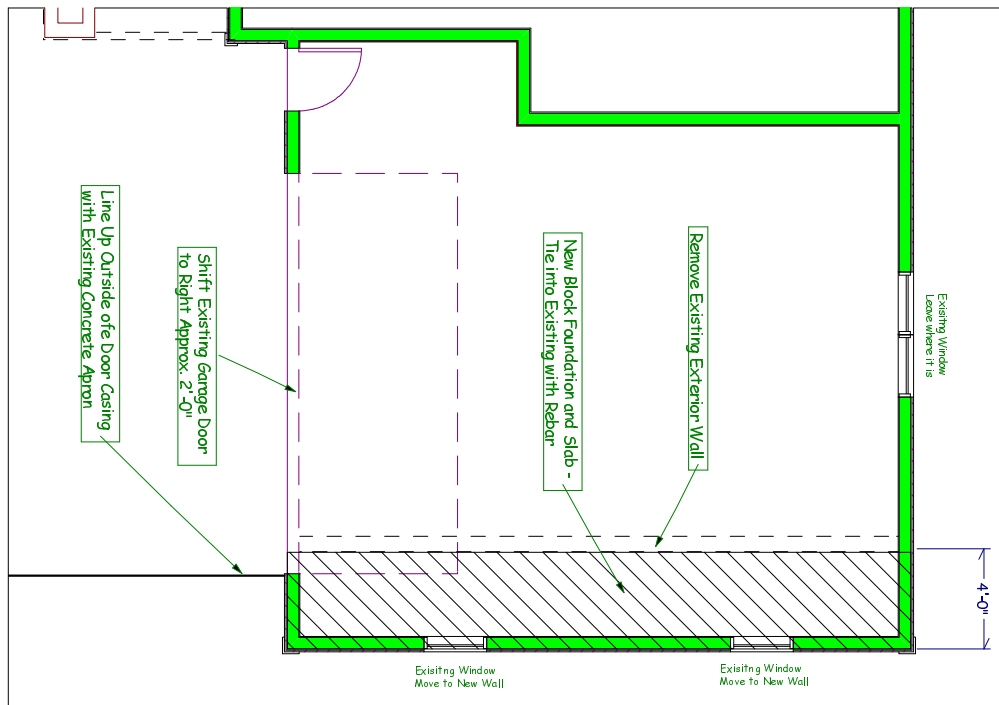
FOR:

LEGAL DESCRIPTION

CC_PACKET_09012015
Page 76 of 95

Floor Plan

1/8" = 1'-0"



Graham and Nancy Gnos
Ridgeview Drive E. Wayzata, MN

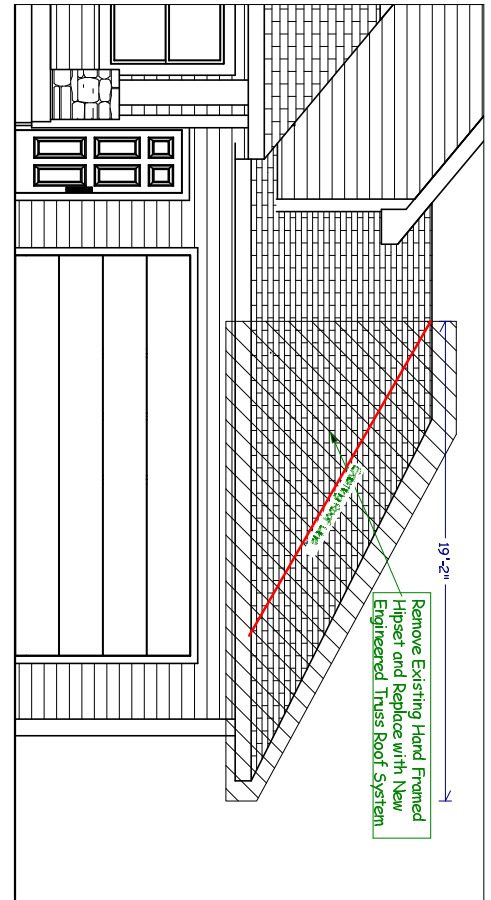
Orig. Draft:
05/20/2015

Denali
Custom Homes, Inc

Revisions:

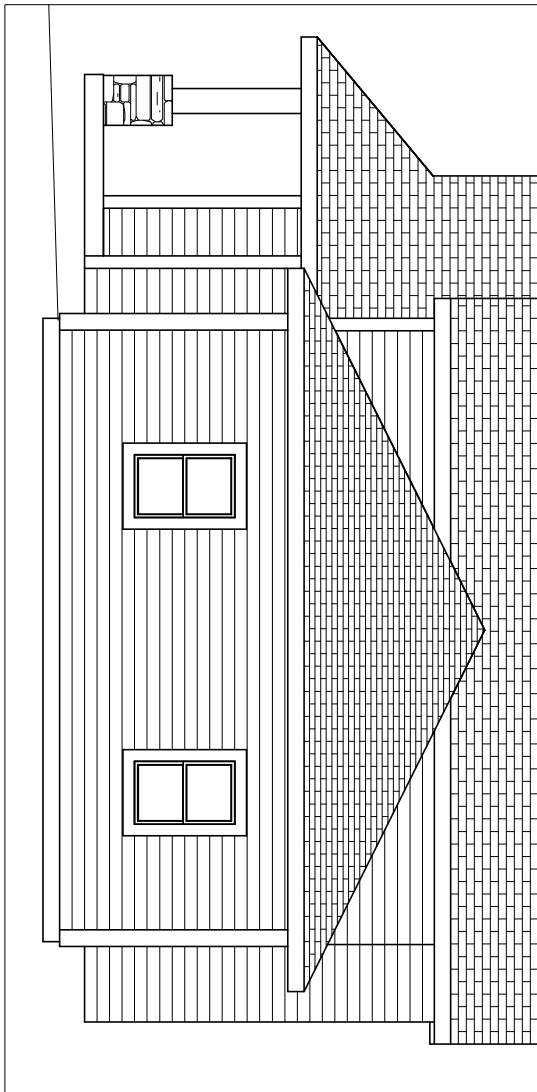
Page No.

1



Front Elevation

1/8" = 1'-0"



Side Elevation

1/8" = 1'-0"

Graham and Nancy Gnos
Ridgeview Drive E. Wayzata, MN

Orig. Draft:
05/20/2015

Denali
Custom Homes, Inc

Revisions:

Page No.

2

BEST & FLANAGAN

Memorandum

DATE: September 1, 2015
TO: Wayzata City Council
FROM: Wayzata City Attorney
REGARDING: Telecommunications Ordinance and Cell Tower Moratorium

On March 3, 2015, the City Council adopted a 6 month moratorium prohibiting any new wireless communications facilities and towers, including antennas, monopoles, towers and accessory equipment. The moratorium also authorized a study to determine whether, or to what extent, the City's policies and official controls, including the Zoning Ordinance, should be revised to address wireless facilities and related services.

Since the moratorium went into effect, studies have been undertaken and City staff has presented a draft Telecommunications Ordinance to the Planning Commission. A joint Planning Commission and City Council Workshop was also held on August 17 with the four wireless service providers in the City to listen to their feedback on the proposed ordinance and ask them questions.

The 6 month moratorium is set to expire Thursday, September 3, 2015. The ordinance enacting the moratorium could be amended to change that time period for up to 1 year. However, staff is recommending that the City let the moratorium expire given (i) the progress made on the Telecommunications Ordinance and in understanding the needs/concerns of the City's wireless service providers, (ii) the pending agreement that has been reached with the Wayzata Middle School for a new macro site, and (iii) the pressing need of Verizon to address coverage issues and relocate their former macro site at Anchor Bank. If Council agrees, no further action is needed this evening. Should Council wish to amend the ordinance to make the moratorium 1 year (March 3, 2016), a draft ordinance is included with the Packet.

000043/480049/2197228_1

ORDINANCE NO. _____
AN ORDINANCE AMENDING ORDINANCE NO. _____
ON NEW WIRELESS COMMUNICATIONS FACILITIES AND TOWERS

The City Council of the City of Wayzata hereby ordains:

Section 1. Ordinance No. 753 is hereby amended by changing the words “six (6) month” to “twelve (12) month” each time such words appear in the ordinance.

Section 2. This Ordinance shall be in full force and effect immediately upon its passage.

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

Kenneth Willcox
Mayor

ATTEST:

Heidi Nelson
City Manager

First Reading:
Second Reading:
Publication:

000043/204032/2197241_1

ORDINANCE NO. 753

AN INTERIM ORDINANCE IMPOSING A SIX MONTH MORATORIUM ON NEW WIRELESS COMMUNICATIONS FACILITIES AND TOWERS PENDING STUDY AND CONSIDERATION OF CHANGES TO THE CITY'S REGULATIONS AND OFFICAL CONTROLS

THE CITY OF WAYZATA ORDAINS:

PREAMBLE

The Wayzata City Council declares that there is an immediate, pressing, and emergency need to place a moratorium on any new wireless communications facilities and towers, including antennas, monopoles, towers and accessory equipment, but not including smaller scale private residential communications devices, such as satellite dishes, television and radio antennas, or similar communication transmission/reception devices ("Wireless Facilities").

Based on the information presented by City Staff during the City Council Meeting of March 3, 2015, and the information reviewed and discussed at previous City Council meetings on the need for updates to the City's policies and ordinances related to Wireless Facilities and related services, the Wayzata City Council finds that the relocation of existing Wireless Facilities and the siting of new Wireless Facilities in the City has the potential to negatively impact the health, safety and welfare of the City of Wayzata if not properly guided and regulated, and the City needs time to study the issue and make any necessary and appropriate changes to the City's policies, ordinances and official controls. To give the City such time, and to protect and preserve the public peace, health, morals, safety and welfare of the City and its citizens, a study of the matter should be authorized and a moratorium immediately put in place.

AUTHORIZATION OF STUDY

Authorization of Study. City staff is hereby directed to undertake a study to determine whether, or to what extent, the City's policies and official controls, including the Zoning Ordinance, should be revised to address Wireless Facilities and related services.

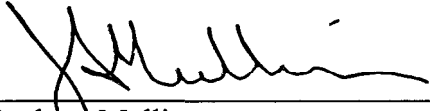
MORATORIUM

Moratorium Imposed. Pursuant to Minnesota Statue 462.355, subd. 4 and the Wayzata City Charter, the Wayzata City Council of Wayzata hereby imposes a six (6) month moratorium prohibiting any new Wireless Facilities within the city limits of Wayzata.

Scope of Moratorium. During the moratorium, the City shall not accept, issue or process any application of any kind for use of real property anywhere within the City for or related to a new Wireless Facility. Any such application received by the City is hereby denied by City Council based on the findings referenced in this Ordinance. Nothing in this Interim Ordinance shall prohibit or limit the use of any existing Wireless Facilities, including ordinary servicing and maintenance, and upgrades to existing Wireless Facilities as allowed by existing leases.

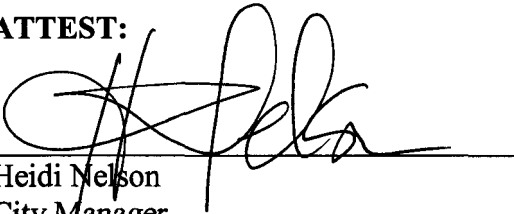
Effective Date and Duration. This Ordinance shall become effective immediately upon adoption and shall expire, without further action of the City Council, six (6) months from its effective date.

Adopted by the City Council of Wayzata, Minnesota this 3rd day of March, 2015.



Andrew Mullin
Mayor Pro Tem

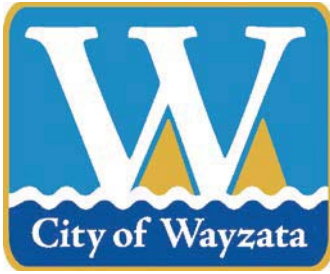
ATTEST:



Heidi Nelson
City Manager

Reading and Adoption of Emergency Ordinance: March 3, 2015
Publication: March 10, 2015

000043/204032/2075446_1



City of Wayzata Public Works
299 Wayzata Blvd. W
Wayzata, MN 55391

Director Of Public Service
David Dudinsky

City Engineer/Assist. Public Works Director
Mike Kelly

Public Works Superintendent
Jim Eibensteiner

Public Works Secretary/Utility Billing Clerk
Rebecca Jones

Memorandum

To: City Council and City Manager
From: Dave Dudinsky, Director of Public Service
Date: August 26, 2015
RE: LETTER OF INTENT WITH INDEPENDENT SCHOOL DISTRICT NO. 284

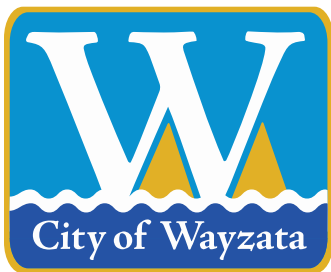
In the July 21st Telecommunications Study Presentation, the City's telecommunication consultants SEH recommended that the Wayzata West Middle School property be considered as the primary location for a future Telecommunication Macro site. All of the City's present tenants have identified this site as their first choice of all proposed locations due in large part to its ability to meet their necessary criteria for coverage, constructability and access.

Staff recommended if the City Council was interested in pursuing the Wayzata West Middle School Property to relocate the telecommunication carriers that they direct staff to have a feasibility study proposal prepared for City Council consideration.

The City's attorney prepared a Letter of Intent to be reviewed and signed by both the Wayzata School District and the City before moving forward with a feasibility study of the Wayzata West Middle School site.

The Letter of Intent has been reviewed by school district staff and it's anticipated to be on the Wayzata School Boards agenda for their September 14th school board meeting.

Staff recommends the City Council approve the attached Letter of Intent.



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

Mayor:
Ken Willcox

City Council:
Bridget Anderson
Johanna McCarthy
Andrew Mullin
Steven Tyacke

City Manager:
Heidi Nelson

September _____, 2015

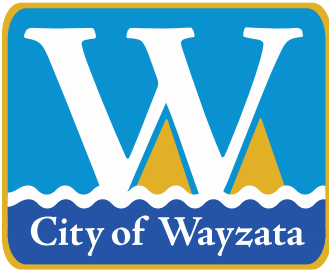
Independent School District No. 284
210 Highway No. 101 N
Wayzata, MN 55391
Attention: James R. Westrum, Executive Director Administration and Finance

**RE: Potential Cell Tower Site at Wayzata West Middle School Property /
149 Barry Avenue North, Wayzata, MN**

Dear Mr. Westrum:

This letter-of-intent ("**Letter-of-Intent**") confirms our mutual intentions with respect to the potential transactions described in this letter between the City of Wayzata (the "**City**") and Independent School District No. 284 (the "**District**").

1. **General Description of Project.** The City is studying various locations for a potential cell tower upon which to relocate cell tower equipment currently located on and at the water tower located on Gardner Street in Wayzata (the "**Project**").
2. **Subject Property.** The City is interested in potentially locating a newly constructed cell tower on property owned by the District at 149 Barry Avenue North in Wayzata, located in Auditor's Subdivision No. 184, Hennepin County, Minnesota (the "**Property**"). The cell tower would be located in the area approximately shown on Exhibit A attached to this letter, the exact location to be determined prior to the execution of the Definitive Agreement (defined below).
3. **Prices and Terms.** The City and District agree that if the technical studies being conducted by the City (at its sole cost) conclude that the Property is the best location for the Project, the City and District shall in good faith negotiate the price and terms for either the purchase or long-term leasing of a portion of the Property by the City (or its Housing and Redevelopment Authority ("**HRA**")). All of the terms and conditions of the proposed transaction would be stated in a Lease Agreement or Purchase Agreement (the "**Definitive Agreement**"), to be negotiated, agreed and executed by the City or the HRA and the District, which will contain standard representations, warranties, covenants and indemnities.
4. **Due Diligence Review.** Promptly following the execution of this Letter-Of-Intent, the District shall allow the City and its employees, consultants, contractors, agents, and other third parties working on behalf of the City (the "**Consultants**"), access to the Property in order for the City (at its sole cost) to conduct necessary due diligence studies on the Property, including, but not limited to, feasibility studies, geotechnical studies, environmental review studies and any other study deemed necessary by the City or the Consultants to determine the feasibility of the Property for the location of the Project. The City shall, subject to any applicable statutory limitations, indemnify the District from any damages resulting from the due diligence review allowed under this Section. The City shall require



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

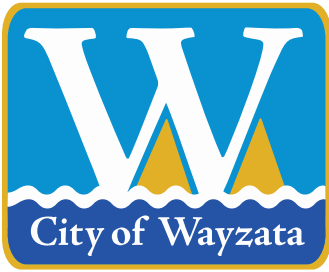
Mayor:
Ken Willcox

City Council:
Bridget Anderson
Johanna McCarthy
Andrew Mullin
Steven Tyacke

City Manager:
Heidi Nelson

the Consultants to exercise all reasonable precautions so as not to disturb the activities of the school located on the Property and to ensure the safety of students and staff.

5. **Timing.** The City shall have two (2) years from the date of this Letter-of-Intent to complete the due diligence review allowed under Section 4 above. The City and District shall have three (3) years from the date of this Letter of Intent to complete negotiations on and enter into the Definitive Agreement contemplated under Section 3 above and to close the transaction as promptly as practicable thereafter. If at any time during the term of this Letter-Of-Intent, the City determines the Property is not appropriate for the Project it shall give written notice to the District and this Letter-Of-Intent shall terminate.
6. **Expenses.** The District and City shall each be responsible for their own costs and fees, including legal fees, that they each incur in negotiating and drafting the terms of this Letter-Of-Intent and the Definitive Agreement, and the City shall promptly pay all Consultants performing work at the Property and hold the District harmless from any claims relating thereto.
7. **Broker's Fees.** No brokers, agents or finders have been employed by either party to this Letter-Of-Intent. If any broker, agent or finder claims a fee or commission as a result of working with a party to this Letter-Of-Intent, such party shall be responsible for said fee or commission.
8. **Exclusive Negotiating Rights.** In order to induce the City to commit the resources, forego other potential opportunities, and incur the legal and consulting costs and other incidental expenses necessary properly evaluate the Property for the Project, the District agrees that for the period of time outlined in Section 5 above, the District (and the District shall not authorize its affiliates, respective officers, directors, employees and agents to) initiate, solicit, encourage, directly or indirectly, or accept any offer or proposal, regarding the possible acquisition of any part of the Property by a third party if said third party proposes to use the Property for a cell tower or communication facility similar to that contemplated for the Project. The District agrees that any sale by of all or a portion of the Property shall be subject to the terms of this Letter-Of-Intent.
9. **Authority.** By signing below, the parties warrant and certify that they have authority to bind the party to the terms of this Letter-Of-Intent. The foregoing notwithstanding, both parties acknowledge and agree that this Letter-of-Intent constitutes a binding agreement only with respect to the District's obligations under Paragraph 8, and the City's indemnity and payment obligations under Paragraphs 4 and 6, and that this Letter-of-Intent creates no binding obligation on the part of either party to sell, buy or lease any portion of the Property, such obligation to be created only by the execution of the Definitive Agreement within the time periods mentioned in this Letter-of-Intent.



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

Mayor:
Ken Willcox

City Council:
Bridget Anderson
Johanna McCarthy
Andrew Mullin
Steven Tyacke

City Manager:
Heidi Nelson

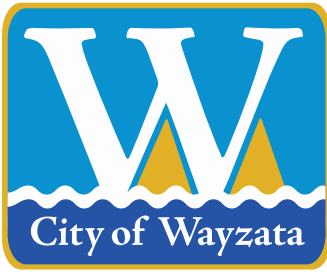
City of Wayzata, a Minnesota Municipal corporation

By: _____
Kenneth Willcox, Mayor

By: _____
Heidi Nelson, City Manager

Independent School District No. 284

By: _____
James R. Westrum
Its Executive Director Finance and Business



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

Mayor:
Ken Willcox

City Council:
Bridget Anderson
Johanna McCarthy
Andrew Mullin
Steven Tyacke

City Manager:
Heidi Nelson

EXHIBIT A

PROPOSED POTENTIAL AREA OF CELL TOWER



Memorandum

To: City Council and City Manager
From: Dave Dudinsky, Director of Public Service
Date: August 26, 2015

RE: TELECOMMUNICATIONS TOWER FEASIBILITY STUDY @ WAYZATA W. MIDDLE SCHOOL

In the July 21st Telecommunications Study Presentation, the City's telecommunication consultants SEH recommended that the Wayzata West Middle School property be considered as the primary location for a future Telecommunication Macro site. All of the City's present tenants have identified this site as their first choice of all proposed locations due in large part to its ability to meet their necessary criteria for coverage, constructability and access.

Staff recommended if the City Council is interested in pursuing the Wayzata West Middle School Property to relocate the telecommunication carriers that they direct staff to have a feasibility study proposal prepared for City Council consideration. The City Council by motion directed staff to bring back a feasibility study proposal to the City Council for consideration.

Attached is the feasibility study proposal from the city's telecommunication consultant SEH.

Staff recommends the City Council approve the feasibility study proposed by SEH in the amount of \$56,900. Assuming a permitting process for both the ASR and NEPA of approximately 120 days, it's SEH's intent to complete the study with six (6) months. This study would be funded from the Telecommunication CIP fund.



Building a Better World
for All of Us®

RE: City of Wayzata
Telecommunications Tower Feasibility Study
@ Wayzata West Middle School
SEH No. 132264

August 26, 2015

Mr. David Dudinsky
Director of Public Service
City of Wayzata
299 Wayzata Blvd. West
Wayzata, Minnesota 55391

Dear Mr. Dudinsky:

In recent months, the City of Wayzata has taken a number of important steps to determine the future of telecommunications, and telecommunications specific to location on the Gardner St. Water Tower. The site has long been an issue for the City in balancing the needs of the Tenants and residents regarding equipment and access and aesthetics respectively. However, it is understood by the City, its businesses, and its residents that though this facilities primary use is as part of the water distribution system, it plays a key role in meeting its demand for telecommunications. These steps, as referenced above, has included an internal review of current policies regarding telecommunications and engaging its existing Tenants in the process.

Most recently, a report was commissioned by the City and completed by SEH for the purpose of identifying alternative sites for consideration in the development of a new tower for the exclusive use of telecommunication Tenants. Sites were investigated using an unmanned aerial vehicle (UAV) or drone to provide a true visual interpretation of the properties. Its results were shared in a collective meeting involving City staff, SEH, the Tenants and Tenant representatives. Based on the provided information the Tenants submitted their assessment of the locations founded on overall service coverage, site accessibility, and cost; and ultimately leading to final site selection of the Wayzata West Middle School. However, prior to moving forward it is the intent, after careful deliberation on the part of City staff and the City Council to approve authorization of a Feasibility Study that would provide a final determination of this site for construction of a co-location monopole.

Delivering a solid study with thoughtful, user-based, cost-effective recommendations is critical to moving the project through future phases of selection, design, and construction. To that end, selecting a consultant team with the ability to fully assess and complete a range of technical needs and opportunities, including the potential for further lessee (Tenant) expansion of the facility is essential.

With that stated, Short Elliott Hendrickson Inc. (SEH®) is pleased to provide the City of Wayzata with this proposal for the aforementioned Telecommunications Tower Study at the Wayzata West Middle School. This new tower will be designed specifically to meet the City of Wayzata's telecommunication needs for its Tenants. Below we have provided a breakdown of our perceived level of effort along with the corresponding fees.

Project Team

To accomplish these efforts, SEH has assembled a multidisciplinary team of in-house experts in telecommunications, structural integrity and design, permitting, and site/civil engineering, to ensure the highest degree of skills and experience are allocated to the project. Our ongoing history of successfully completing projects on the City of Wayzata's behalf means you can have confidence in the process and final work products.

The team will be led by Dan Zienty, SEH Principal and leader of its Telecommunications Group, with 17 years of industry experience including with the City of Wayzata. Assisting directly in the coordination of the studies components will be Dale Romsos, Project Manager – Telecommunications, who has had previous field and management experience in monopole construction. Jess Davison, Project Administrator – Telecommunications will provide coordination and quality assurance of study tasks related to special permitting/regulatory requirements. Other team members will include Greg Lundquist and Luke Thompson who will coordinate tasks involving site survey and soil borings/ investigation respectively.

Scope of Services

Tower Selection

It is the understanding of SEH that the City's intent with the proposed tower is to maintain an equivalency in customer service which equates to equal overall coverage by the carriers as compared to the existing site. Further, that included is an opportunity for expansion by the existing carriers, and that SEH considers the opportunity for the inclusion of additional tenants. Finally, that the towers design considers needed efficiencies that are in line with the carrier's continual need for site and or technology upgrades.

The proposed services under this task will include:

- Identification of co-location capacity requirements to determine structure suitability:
 - o Review of current carrier/Tenant tower equipment based on City provided information
 - o Confirm Tenant RAD center requirements
 - o Review existing Tenant ground space requirements
 - o Facilitate Tenant meeting
- Review the merits of tower design considering both monopole and lattice styles based on the above information and area provide to the City for construction
- Conduct a site survey:
 - o Inclusive all existing pertinent utility locations
 - o Provide new legal description for Cell Tower site
 - o Provide easement description for Cell Tower access (as based on SEH recommendation for access)
 - o Provide Certificate of Survey that indicates the legal description and assess easement
- Identify and or provide recommendations, as based on Tenant meeting input, additional site utilities

- Provide recommendation for service road access through geotechnical data collection:
 - o Plan subsurface investigation
- One (1) soil boring to 60 ft. at proposed center of tower
- Three (3) soil borings to 10 ft. in proposed roadway access
- Provide laboratory testing
- Should soft soils be encountered:
- Drill one additional 25-foot boring to collect two undisturbed samples
- Perform sample testing
 - o Survey soil; boring locations
 - o Coordinate drilling assignment and provide field monitoring
 - o Observe/review soil samples at laboratory
 - o Assign laboratory tests, review final logs and lab test results
- Develop geotechnical report
- Prepare subsurface condition profiles
- Prepare a report providing recommendations related to tower foundation and potential improvements
- Facilitate milestone meetings with the City (Assumes 4 meetings)

Address Campus (Student) Safety Concerns

SEH understands the City's safety concerns over placement of a tower at this location. This concern is centered on RF exposures and the overall site use, as discussed below, during and post school hours. Aside from RF are possible issues related to access, as Tenants, similar to the present Gardner site, will have need to continually upgrade and or maintain equipment.

The proposed services under this task will include:

- Review all Tenant Site Application information specific to identified radio frequency (RF), confirming information against available as-built , as provided by the City
- Review and document current FCC standards for RF exposure specific to location type and use
- Evaluate site access usage during and post school hours relevant to student safety as it relates to proposed site development
- Present findings to school board (Assumed formal meeting)

Regulatory Due Diligence

The proposed services under this task will include:

- Wireless communication companies and tower owners are required by the Federal Aviation Administration (FAA) to submit **1A Certifications** for sites where towers or antennas are installed or are planned to be installed.
 - o SEH will provide surveying using GPS to determine the latitude and longitude of the tower or structure along with elevations of the tower, structure and installed or proposed antennas.
- *Survey accuracy must fall within the tolerance below as outlined by the FAA.

HORIZONTAL	VERTICAL
Code Tolerance	Code Tolerance
1 +20 ft. (6 m)	A +3 ft. (1 m)

- Phase 1 Environmental Site Assessment
 - o Provide site investigation
 - o Complete research applicable to the site/intended site use
 - o Complete and provide an assessment report representative of above site investigation and research
- ASR (Antenna Structure Registration)
 - o Air Space Analysis: If passing, no other action is required. If failing, FCC filing is required.
 - o FCC Filing: Owners of antenna structures that are taller than 200 feet above ground level or that may interfere with the flight path of a nearby airport to register those structures with the FCC.
- NEPA (National Environmental Policy Act):
 - o Letters- CLG (Certified Local Government), US Fish and Wildlife, Public Notice
 - o Architectural & Archeological- surveys and reporting plus SHPO (State Historic Preservation Office) consultation
 - o TCNS (Tower Construction Notification System):
 - o NEPA Package *Tower Colocation - Provide (1) professional NEPA Checklist and Summary Report addressing the below facets for a selected cell site location.
 - *NEPA (National Environmental Policy Act) includes: SHPO, THPO, Flood Plain, Endangered Species, Wilderness Area, Wildlife, and Surface Features.
 - *Provide all public notifications, as required
 - *Coordinate bio monitoring (if required).
 - *Provide NEPA report to client, including direction and pricing of approval conditions, as applicable

Financial Cost Assessment

The proposed services under this task will include:

- Preparation of cost estimate
 - o Monopole
 - o Lattice tower
 - o Immediate site preparation (including utilities)
 - o Preparation of access road
 - o Engineering (include an identification of general tasks)
- Provide cost determination for decommissioning and site restoration of Gardner Street site

Project Schedule

The City's identified goal is to begin relocation of Tenants to the proposed Wayzata West Middle School site by the end of 2019, with timing based on the Tenants lease time table/expiration, or as desired by the Tenant. It should be noted by the City that the project itself will be driven by the completion or time table of the feasibility study, which itself is governed by the permitting process.

Upon authorization from the City of Wayzata SEH will immediately proceed with tasks as identified above. Assuming a permitting process for both the ASR and NEPA of approximately 120 days it is our intent to complete the project, including submission to the City within six (6) months.

The proposed services under this task will include:

- Develop a project time-line that references the process from engineering and bidding to completion of construction
- Provide a comprehensive draft and final report inclusive of all the above information and our recommendations for the project
- Facilitate a review session with City staff to review the initial draft
- Provide a final report draft - 3 copies (Assumes formal presentation to the City)

Fees

SEH proposes to complete the above services at a Lump Sum fee of \$56,900.

Task Description	Major Subtask	Fee
Tower Selection		\$10,700
	Site Survey	\$4,000
	Geotechnical Survey	\$20,000
Subtotal		\$32,500
Address Campus Safety Concerns		\$3,700
Regulatory Due Diligence		\$1,800
	1A Certification	\$1,000
	Phase 1	\$3,500
	ASR	\$900
	NEPA	\$3,000
Subtotal		\$10,200
Financial Cost Assessment		\$3,000
Project Schedule		\$7,500
Total		\$56,900

Our overall stated goal is to continue serving as your go-to firm for all your telecommunication projects, as we truly offer you the most qualified, knowledgeable, and proven team of professionals. SEH team members have already begun to investigate potential opportunities that will be further pursued as part of the feasibility study, which will enable us to hit the ground running. These efforts have also fortified our ability to allocate the appropriate level of staff to execute a process we know well, while tailoring it to the City's needs. We are anxious to get started, and to be a part of a project we feel passionate about, and more importantly, complete another project you can be proud of.

We thank you for considering SEH. If you have any questions or requests for additional information, please contact Dan Zienty at 651.490.2160 or via e-mail at dzienty@sehinc.com. We look forward to a favorable review of our proposal and to continuing our working relationship with the City of Wayzata.

Sincerely,
SHORT ELLIOTT HENDRICKSON INC.

Daniel J. Zienty
Principal | Project Manager

copy: George Tourville – SEH Saint Paul office