



# WAYZATA HERITAGE PRESERVATION BOARD

## Meeting Agenda

Wayzata City Hall Community Room, 600 Rice Street

Thursday, September 25, 2025

11:30 AM

Heritage Preservation Board

1. **Call to Order**
2. **Roll Call**
3. **Approval of Minutes**
  - a. Approve July 24, 2025 Meeting Minutes
  - b. Review Unofficial Minutes from August 28, 2025
4. **Old Business**
  - a. Review 2025 Work Plan Updates
  - b. History of Trolley Service in Wayzata
  - c. Replacement of City Plaques
5. **New Business**
  - a. Request for Local Designation as Heritage Preservation Site - Blue Water Theatre Company
  - b. Opportunity for HPB to Sponsor an Eagle Scout Project
  - c. New Business from Members
6. **Adjournment**
  - a. City Calendar and Minutes Rotation Schedule

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



**City of Wayzata  
Heritage Preservation Board  
Agenda Report**

<b>MEETING DATE:</b> September 25, 2025	<b>AGENDA ITEM:</b> 3.a
<b>TITLE:</b> Approve July 24, 2025 Meeting Minutes	
<b>PROPOSED MOTION:</b> To approve the Draft Meeting Minutes from July 24, 2025.	
<b>PREPARED BY:</b> Haily Hedblom, Planner	
<b>REVIEWED BY:</b> Haily Hedblom, Planner	

**ACTION REQUESTED:**

Staff recommends approval of the attached minutes.

**FINANCIAL OR BUDGET CONSIDERATION:**

N/A

**2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:**

N/A

**BACKGROUND:**

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

**ATTACHMENTS:**

1. HPB Minutes notes Draft July 24, 2025

## HPB Meeting 7-24-25 Meeting Minutes

Heritage Preservation Board Meeting Minutes of July 24, 2025

11:30am-1pm, Wayzata City Hall Conference Room

### **Call to Order**

The meeting was called to order at 11:47 a.m.

### **Roll Call**

Board members Sue Ankeny, Kelly Gratton, Kim Gharrity, and Judy Starkey were present, along with Planner Haily Hedblom and Community Development Director, Alex Sharpe.

### **Approval of Minutes**

Board member Gratton motioned to approve the minutes, second by Board member Ankeny. Approved 4-0

Minutes Kim motion: send sue 4-0

### **Old Business:**

#### **Centennial Awards**

The Board noted that the Centennial Awards were not well attended by the awardees and they would like to consider distributing an invitation to all homes turning 75 years or older to attend those homes celebrating their centennial year. The Board also discussed sending out the invitations earlier to allow property owners to plan for the event. Also discussed was the potential for providing snacks, treats, and other items to celebrate the awardees.

### **New Business:**

#### **2025 Work Plan Items**

The Board sought to remove the following items from the work plan:

- Historic homes event
- Removed burial mounds
- Racial covenants research

QR codes potential work item with collaboration with LMHS in the future/late this year. Joanie Holst has been a contact for the HPB in the past and they would like staff to reach out to connect with the LMHS to create QR codes for historical information as a future work item. The Board noted that the Wayzata Chamber could also be a potential partner and sought to include this in their work plan.

Plaques project discussion:

## HPB Meeting 7-24-25 Meeting Minutes

The Board discussed the replacement of several historical plaques throughout the community. In the past, the City has contacted Kim Anderson from Franklin Bronze to produce several, if not all of the City's plaques. The Board discussed the list of historical plaques throughout the community and sought to focus on replacement of five specific plaques, listed below:

- First cemetery
- Congregational church – Bluewater Theater
- Bell courts
- Klapprich park
- Wayzata State Bank

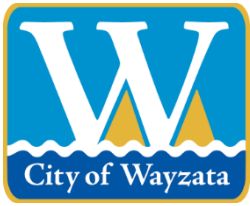
The Board directed staff to use the Post Office as a sample size for future plaques, specifically the exterior plaque. Board member Starkey volunteered to measure the plaque at the post office and provide this to staff. The Board is seeking to replace 1-2 plaques per year and is seeking pricing and directed staff to solicit bids from Franklin Bronze.

### **New Business from Members**

Discussion occurred on participation with and the role of the HPB for the Conservancy. The Board noted that meeting with the conservancy may be a future intuitive once the Section Foreman House is constructed.

### **Adjournment**

The meeting was adjourned at 1:00 p.m. Commissioner Ankeny noted that they would not be present for the August 28<sup>th</sup> meeting.



**City of Wayzata  
Heritage Preservation Board  
Agenda Report**

<b>MEETING DATE:</b> September 25, 2025	<b>AGENDA ITEM:</b> 3.b
<b>TITLE:</b> Review Unofficial Minutes from August 28, 2025	
<b>PROPOSED MOTION:</b> To review the Draft Meeting Minutes from August 28, 2025.	
<b>PREPARED BY:</b> Haily Hedblom, Planner	
<b>REVIEWED BY:</b> Haily Hedblom, Planner	

**ACTION REQUESTED:**

Staff recommends review of the attached minutes. The meeting held on August 28, 2025 did not have a quorum. Therefore, the minutes are unofficial record.

**FINANCIAL OR BUDGET CONSIDERATION:**

N/A

**2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:**

N/A

**BACKGROUND:**

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

**ATTACHMENTS:**

1. HPB Minutes Draft Aug 28, 2025

## Unofficial HPB Meeting 8-28-25 Meeting Minutes

Heritage Preservation Board Meeting Minutes of August 28, 2025

11:30am-1pm, Wayzata City Hall Conference Room

Minutes taken by Haily Hedblom

\*This meeting did not have quorum

### **Call to Order**

The meeting began at 11:28 a.m.

### **Roll Call**

Board members Judy Starkey and Sonya Travanty were present, along with Planner Haily Hedblom and Community Development Director, Alex Sharpe.

Eli Aronson, Treasurer and Board Member of Blue Water Theatre Company, joined as a guest for the first half hour of the meeting.

### ***\*Agenda Item Moved to Accommodate Guest:***

### **New Business: Request for Local Designation as Heritage Preservation Site – Blue Water Theatre Company**

Eli provided an introduction to Blue Water Theatre Company and background to the request from Blue Water to work toward local designation as a Heritage Preservation Site. Blue Water's board of directors has met regarding the designation process and will be submitting a formal, written request to the HPB and City Council for support in designating the Wayzata Congregational Church as a heritage site in Wayzata with the ultimate goal of national designation in order to apply for grant funding to help repair and maintain the building for years to come.

Eli provided some details on the present challenges they are facing maintaining the building which include water damage, roof and foundation damage, mold mitigation and general upkeep/restoration.

Blue Water is hoping to partner with the HPB both during the designation process as well as build a relationship to promote and protect their historic building. They are hoping to collaborate on some type of capital campaign to increase awareness and request donations. They are hoping HPB could help connect them to other outside groups/organizations who may be interested in supporting them as well.

Eli brought forward the invitation to host the HPB for a tour of the property. He also said that Blue Water's board is interested in a member of HPB joining their board in a

## Unofficial HPB Meeting 8-28-25 Meeting Minutes

partnership or stewardship capacity related to the preservation of the building, especially during efforts toward designation. Blue water's board meets once per month on a flexible basis, either in person or remotely. There would not be an obligation to meeting every month, Eli said the role could function more as bimonthly or quarterly reporting.

Judy offered a historical report of the property that she has documentation of. She will also share with staff.

Haily provided an overview of the process for local designation. Staff will update the application and review the Preservation Easement with the City Attorney. The HPB should review these updates documents in September so they can be provided to Blue Water and available for the public.

### **Approval of Minutes**

The minutes from July could not be approved without quorum. A few minor edits to the minutes were suggested by Judy. These minutes will be included in the next agenda packet.

### **Old Business:**

#### **Review of 2025 Work Plan Updates**

Updates to the work plan were made after July's meeting. HPB members reviewed these updates and briefly discussed what would be the main focus for the remainder of the year. This included assisting Blue Water in the designation process, continuing the work on City Plaques, and recruitment/retention for members in 2026.

Haily noted that she will be out on maternity leave beginning in November and returning sometime in the spring of 2026. The board may have limited staff availability/resources during this time and should plan accordingly. This will be discussed again during the September and October meetings.

A note on recruitment/retention: 3 terms end on Dec. 31, 2025. These are Kim Gharrity, Kelly Gratton, and Chair Sonya Travanty. Judy Starkey has also shared her plans to resign from her position on HPB at the end of 2025.

#### **History of Trolley Service in Wayzata**

Staff shared information related to the trolley program costs from 2016-17. Haily has also reached out to Renee's Limousine company for one-time event costs for 2hr, 4hr, and 8hr service. Price estimates will be shared in the September meeting agenda packet.

## Unofficial HPB Meeting 8-28-25 Meeting Minutes

### **Replacement of City Plaques**

Staff shared cost estimates from Franklin Bronze Plaques, the company that the City has historically used for bronze plaques. Discussion over additional costs for installation and maintenance was brought up by Chair Travanty. Staff will discuss further with Public Works on the City owned plaques. Should HPB decide to move forward with replacing all five plaques identified, staff will reach out to the private properties that hold two of the plaques. The property owners of Congregational Church (Blue Water Theatre Company) has already agreed to allowing the HPB to replace their plaque. Staff suggested that this could be done at the time of local designation and turned into an event for HPB/City Council.

Additional discussion over language/formatting changes should be discussed in September with the board. Chair Travanty brought up a potential language change for the First Cemetery plaque.

### **New Business:**

#### **Opportunity for HPB to Sponsor an Eagle Scout Project**

Chair Travanty shared additional information about being approached by community members for a potential Eagle Scout project related to history in Wayzata and working with the HPB. The Eagle Scout(s) will prepare a project proposal for HPB to discuss and respond to at an upcoming meeting.

#### **New Business from Members**

No additional new business items were discussed.

### **Adjournment**

The meeting ended at 12:55pm.



## City of Wayzata Heritage Preservation Board Agenda Report

<b>MEETING DATE:</b> September 25, 2025	<b>AGENDA ITEM:</b> 4.a
<b>TITLE:</b> Review 2025 Work Plan Updates	
<b>PROPOSED MOTION:</b> N/A	
<b>PREPARED BY:</b> Haily Hedblom, Planner	
<b>REVIEWED BY:</b> Alex Sharpe, Community Development Director	

### **ACTION REQUESTED:**

Review and discuss the updated Draft 2025 Work Plan. Determine focus for the remainder of the year.

### **FINANCIAL OR BUDGET CONSIDERATION:**

Certain items in the Work Plan will carry costs.

### **2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:**

N/A

### **BACKGROUND:**

The draft work plan has been adjusted to reflect changes in work items discussed during the June and July 2025 meetings. Staff is seeking input on the work plan to determine staff and board priorities for the remainder of the calendar year.

### **Items Removed from the 2025 Work Plan:**

- Historic Homes Event
- Burial Mounds Education

### **New Items Added to the 2025 Work Plan:**

- Local Designation of Congregational Church (Blue Water Theater) as a Heritage Site in Wayzata, future national designation in 2026
- Historic Sites in Wayzata Walking Tour with QR codes located at historic sites within the city
- Rehabilitation Info Session/Event for homeowners to share rehab projects, stories, advice and successes in working on older homes in Wayzata

### **Upcoming Activities/Focus for Remainder of 2025:**

- City Plaques
- Continue exploring general programming partnership opportunities
- Update HPB Mission Statement
- **Recruitment and Retention of HPB Members (3 terms end this winter)**
- Draft 2026 Work Plan

The work plan further adjusts timelines of other proposed items for summer and fall to better accommodate staff capacity. The HPB may adjust these timelines to be more aggressive or relaxed as desired, with the understanding that the level of support for the board's activities may be affected by staff transition and leaves.

### **ATTACHMENTS:**

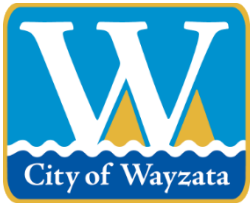
1. HPB Work Plan\_September



**Work Plan Progress & Updates – September 2025**

Activity	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2025 Work Plan - COMPLETE	X											
City Plaques	X	X						X	X	X	X	X
General Programming Partnership Opportunities							X	X	X	X		
Mayor’s Award (annual) - COMPLETE		X	X	X	X							
Centennial Homes (annual) - COMPLETE		X	X	X	X	X						
Heritage Site Designation									X	X	X	X
Update HPB Mission Statement												X
Recruitment and Retention (3 terms end)									X	X	X	
2026 Work Plan												X

Current/Preparation
City Plaques – review list of desired city plaques for updating, consider budget
LMHS Programming – converted to general partnership programming
<b>NEW:</b> Designation of Heritage Site – Congregational Church (Blue Water Theatre) seeking local and national designation
Slot In
Racial covenants banned at home sale (tracking Mounds View ordinance)
Bicycle tour (LMHS)
Outdoor media at the Depot (LMHS)
<b>NEW:</b> Historic Sites in Wayzata Walking Tour, QR codes at historic sites
<a href="https://pocketsights.com/tours/tour/Wayzata-Historic-Downtown-Wayzata-Walking-Tour-3951">https://pocketsights.com/tours/tour/Wayzata-Historic-Downtown-Wayzata-Walking-Tour-3951</a>
<b>NEW:</b> Rehabilitation Info Session for older homes (homeowners share rehab projects, stories, advice, successes)
Ongoing Efforts/As Needed
Proactive engagement with historic property owners (as needed)
Support Section Foreman House funding (as needed)
Grant seeking for project capacity (ongoing)
Specific building celebrations on-site (look for upcoming anniversaries)
Unfunded
QR codes (Ely, Saint Paul)
Historic markers along Luce Line and/or Dakota rail trails (former Three Rivers Park District project with LMHS)
Grants Tracker
N/A



## City of Wayzata Heritage Preservation Board Agenda Report

<b>MEETING DATE:</b> September 25, 2025	<b>AGENDA ITEM:</b> 4.b
<b>TITLE:</b> History of Trolley Service in Wayzata	
<b>PROPOSED MOTION:</b> N/A	
<b>PREPARED BY:</b> Haily Hedblom, Planner	
<b>REVIEWED BY:</b> Haily Hedblom, Planner	

**ACTION REQUESTED:**

Continue the discussion of the HPB's interest in reviving the trolley car service for the community in some capacity.

**FINANCIAL OR BUDGET CONSIDERATION:**

Budget implications will need to be considered should the Board propose exploring the idea of a trolley-related service or event.

**2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:**

***Sustain Community Character and Safety***

*Preservation of Wayzata's historic character and charm through events that invite community members and visitors to learn about Wayzata history.*

**BACKGROUND:**

The history of the Wayzata Towne Trolley and its previously attempted revival were discussed during the July 24, 2025 Heritage Preservation Board meeting. Board members directed staff to research budget implications for reviving this service or hosting a one-time event related to the trolley service history in the city. Staff was able to find limited documents related to the 2016-17 Lake Minnetonka Trolley service upheld by a local nonprofit called Lake 360, Inc.

The Lake Minnetonka Trolley ran a one-hour loop on Tuesdays and Thursdays in Wayzata from 10am-6pm June through August. This trolley also operated a limited service on Wednesday evenings in July related to the Music By The Lake concerts held those years. This service was upheld by a local nonprofit called Lake 360, Inc. which formed in response to the original trolley service in Wayzata ceasing operations. A group of local residents banded together to raise funds to re-establish a trolley service in the city. Lake 360, Inc. worked with the City of Wayzata and contracted with Renee's Royal Valet limousine company to operate services. The Lake 360 board was comprised of volunteers, so the only overhead cost they had was to rent the trolley through Renee's, who carried the insurance, paid the drivers and handled maintenance on the vehicle. Ultimately, the efforts of Lake 360 were not sustained and the trolley service ended after two seasons. 2016 Season Program Costs are outlined below and included in the attached LMT Shuttle Pilot Program Description. Lake 360's proposal from this time conceptualized a 'Mobility & Management District Cost Allocation', splitting the total program cost between the commercial businesses within the district as determined by an annual cost per square foot. Based on the limited documentation staff was able to find, it is unclear if this proposal was ultimately how the pilot program took shape in 2016-17.

**2016 Lake Minnetonka Trolley Program Costs**

- Trolley Vendor = \$29,640
- Marketing/Promotions/Signage = \$1500
- Program Total = \$31,140

Staff has reached out to Renee's Royal Valet (now Renee's Limousines) for an updated cost estimate for similar services for the HPB to consider. General cost estimates for one-time event rentals are highlighted

below and included in the packet.

**Minimum Charge (as quoted 8/26/2025) = \$442 all in\* for 2 hours of service\*\***

**\$780 all in\* for 4 hours of service\*\***

**\$1,352 all in\* for 8 hours of service\*\***

\*All in costs include gratuity, fuel, admin fees, unlimited stops and miles within the timeframe booked.

\*\*These estimates do not apply to Saturday rentals

**ATTACHMENTS:**

1. LMT Shuttle Pilot Program Description
2. Additional Quote from Renee's Limousines

# LAKE MINNETONKA

# T R O L L E Y



## *Roll with Us!*

### **PILOT PROGRAM DESCRIPTION**

The Lake Minnetonka Trolley will run a 15 minute route loop shuttle along Lake Street from the Wayzata Depot to Village Shops with stops along the way. The shuttle service will operate on Friday & Saturday evenings between the hours of 3:00 – 9:00 PM, as well as the July Wednesday Concert series. The LMT Shuttle Service Pilot Program is to run for a summer seasons during the months of June through the beginning of September.

### **PILOT PROGRAM PURPOSE**

Provide a means to mobilize patrons from the East End to the West End of Wayzata utilizing a trolley as a shuttle service from various locations once parked or if they come into town by foot or pedal.

### **SCOPE OF PROGRAM**

1. Lake 360, Inc. will provide trolley service as described above in the Description to the City of Wayzata. Service covers all aspects of trolley service (gas, driver, insurance, etc.)
2. Lake 360, Inc. will manage trolley vendor relations.
3. Lake 360 will partner with City related to marketing materials (schedules, promotions, etc.)
4. City of Wayzata will manage cost allocation to businesses within Mobility & Management District for shuttle services to be paid to vendor.
5. Lake 360 will gather ridership data for analysis each season.
6. Pilot Program is recognized that a 2 season run will along for the awareness of program needed to be able to gather sufficient data.

### **PROGRAM COSTS**

Season 2016 Cost Totals:

- Trolley Vendor = \$29,640
- Marketing/Promotions/Signage = \$1500
- Program Total = \$31,140

## MOBILITY & MANAGEMENT DISTRICT COST ALLOCATION

Based from the numbers from the Wayzata Downtown Parking Project Report dated December 2015, with 400,000 total commercial SF in the District:

Total Program Costs per season = \$31,140

Total Commercial SF in District = 400,000

Annual Cost per SF per year = \$.077

4000 SF Office = \$308/year

1000 SF Retail = \$77/year

As stated in the recommendations of the Wayzata Downtown Parking Report, adopted by the Wayzata City Council December 2015, expanding the Trolley Service is a component to the entire picture involving moving people throughout the community. The Shuttle Pilot Program is one of the facets to assisting with mobility within the community.

Lake 360, Inc. looks forward to working with the City of Wayzata to incorporate successful means to parking alternatives with the Lake Minnetonka Trolley in the community.

### The Lake 360, Inc. Board of Directors & Steering Committee

Bridget Anderson  
Jack Amdal  
Russ Crowder  
Joanie Cunningham  
Lynn Gruber  
Janel Lillevold  
Lynn McCarthy



Lake 360, Inc. is a tax exempt 501c3 organization

## Haily Hedblom

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**From:** Renee's Limousines <info@reeneelimousines.com>  
**Sent:** Thursday, August 28, 2025 12:08 PM  
**To:** Haily Hedblom  
**Subject:** RE: Renee's Limousines - New submission from Contact Us Form

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hi Haily –

Chad was in a meeting this morning so I wasn't able to get ahold of him until now.

4 hours would be \$780 and 8 hours would be \$1,352.

Our all in cost includes gratuity, fuel, admin fees & unlimited stops and miles within the timeframe booked. The only restriction on day would be Saturday's.

Thanks!

Remi Sonsalla | Sales & Events Manager  
Renee's Limousines  
E: [info@reeneelimousines.com](mailto:info@reeneelimousines.com)  
P: [763-551-1919](tel:763-551-1919)  
[www.reeneelimousines.com](http://www.reeneelimousines.com)

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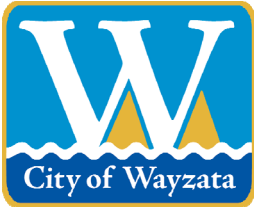
**From:** Haily Hedblom <hhedblom@wayzata.org>  
**Sent:** Thursday, August 28, 2025 8:04 AM  
**To:** Renee's Limousines <info@reeneelimousines.com>  
**Subject:** RE: Renee's Limousines - New submission from Contact Us Form

Hi Renee,

Would you have time for a quick phone call before 11am today?

I want to confirm what all would be included in the 'all-in' 2hr service quote you provided, and if that is dependent on time of day. I would also be curious for similar all-in estimates for services that are 4hr and 8hr.

Thank you!  
Haily



**Haily Hedblom**

*She/Her/Hers*

Planner

[hhedblom@wayzata.org](mailto:hhedblom@wayzata.org) 952-404-5323

600 Rice St E | Wayzata, MN

[www.wayzata.org](http://www.wayzata.org)

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**From:** Haily Hedblom  
**Sent:** Tuesday, August 26, 2025 1:41 PM  
**To:** Renee's Limousines <[info@reeneelimousines.com](mailto:info@reeneelimousines.com)>  
**Subject:** RE: Renee's Limousines - New submission from Contact Us Form

Perfect. This is helpful! I will be in touch.

Thanks,  
Haily



**Haily Hedblom**

*She/Her/Hers*

Planner

[hhedblom@wayzata.org](mailto:hhedblom@wayzata.org) 952-404-5323

600 Rice St E | Wayzata, MN

[www.wayzata.org](http://www.wayzata.org)

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**From:** Renee's Limousines <[info@reeneelimousines.com](mailto:info@reeneelimousines.com)>  
**Sent:** Tuesday, August 26, 2025 12:24 PM  
**To:** Haily Hedblom <[hhedblom@wayzata.org](mailto:hhedblom@wayzata.org)>  
**Subject:** RE: Renee's Limousines - New submission from Contact Us Form

Hey Haily –

Our minimum charge would be \$442 all in for 2 hours of service. If there are multiple reservations, the price could be lowered.

Hope that helps!  
Remi

Remi Sonsalla | Sales & Events Manager  
Renee's Limousines  
E: [info@reeneelimousines.com](mailto:info@reeneelimousines.com)

P: [763-551-1919](tel:763-551-1919)  
[www.reneeslimousines.com](http://www.reneeslimousines.com)

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**From:** Haily Hedblom <[hhedblom@wayzata.org](mailto:hhedblom@wayzata.org)>  
**Sent:** Monday, August 25, 2025 7:49 AM  
**To:** Renee's Limousines <[info@reneeslimousines.com](mailto:info@reneeslimousines.com)>  
**Subject:** RE: Renee's Limousines - New submission from Contact Us Form

Hi Remi,

At this time, all the Heritage Preservation Board is looking for is a rough estimate on costs related to trolley service rentals. Could we start there? The board has limited funds and I don't want to over-excite or commit to anything yet. They are in a very preliminary research/date gathering phase.

If it is easier, we can start with the one-time event cost.

Thank you for your help!  
Haily



**Haily Hedblom**

*She/Her/Hers*  
Planner  
[hhedblom@wayzata.org](mailto:hhedblom@wayzata.org) 952-404-5323  
600 Rice St E | Wayzata, MN  
[www.wayzata.org](http://www.wayzata.org)

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**From:** Renee's Limousines <[info@reneeslimousines.com](mailto:info@reneeslimousines.com)>  
**Sent:** Friday, August 22, 2025 12:26 PM  
**To:** Haily Hedblom <[hhedblom@wayzata.org](mailto:hhedblom@wayzata.org)>  
**Subject:** RE: Renee's Limousines - New submission from Contact Us Form

Hi Haily –

Great to meet you! Chad, our owner, and myself would love to schedule a meeting with you to discuss more!

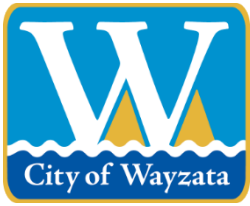
Are you available next Monday after noon or next Thursday after 1pm. We can come to your office or meet for coffee.

Thanks!  
Remi

Remi Sonsalla | Sales & Events Manager  
Renee's Limousines  
E: [info@reneeslimousines.com](mailto:info@reneeslimousines.com)  
P: [763-551-1919](tel:763-551-1919)  
[www.reneeslimousines.com](http://www.reneeslimousines.com)

**From:** Haily Hedblom <[info@skolmarketing.com](mailto:info@skolmarketing.com)>  
**Sent:** Wednesday, August 20, 2025 4:33 PM  
**To:** Renee's Limousines <[info@reneeslimousines.com](mailto:info@reneeslimousines.com)>  
**Subject:** Renee's Limousines - New submission from Contact Us Form

<b>Name</b>
Haily Hedblom
<b>Email</b>
<a href="mailto:hhedblom@wayzata.org">hhedblom@wayzata.org</a>
<b>Phone</b>
(952) 404-5323
<b>Occasion</b>
City Tour
<b>Occasion date</b>
10/01/2025
<b>Pick-up Time</b>
12:00 PM
<b>Number of hours</b>
1
<b>How did you hear about us? Check all that apply.</b>
<ul style="list-style-type: none"><li>• Other</li></ul>
<b>Questions or Comments:</b>
Hello,  My name is Haily, I work for the City of Wayzata. Our Heritage Preservation Board (HPB) is interested in a potential revival of trolley service in the community. I was able to find evidence of a contract in 2016-17 between a nonprofit organization in our community called Lake 360, Inc. and Renee's Limousines related to seasonal trolley services.  Our HPB would like to know a rough budget estimate for operating a weekly 1hr tour through the area during the summer months (June-August) and a rough budget for operating a one-time City Tour event.  Any information you could provide would be helpful. You may also call me 952-404-5323.  Thank you in advance, Haily Hedblom City of Wayzata - Planner



## City of Wayzata Heritage Preservation Board Agenda Report

<b>MEETING DATE:</b> September 25, 2025	<b>AGENDA ITEM:</b> 4.c
<b>TITLE:</b> Replacement of City Plaques	
<b>PROPOSED MOTION:</b> Propose a prioritized plan for the replacement of City Historical Plaques.	
<b>PREPARED BY:</b> Haily Hedblom, Planner	
<b>REVIEWED BY:</b> Alex Sharpe, Community Development Director	

### **ACTION REQUESTED:**

Review the list of plaques identified for replacement during the July 2025 HPB meeting. Consider estimated replacement costs and determine a plan for order of replacement.

### **FINANCIAL OR BUDGET CONSIDERATION:**

There will be budget considerations for the design, fabrication and physical replacement of the plaques. Costs will need to be finalized prior to HPB presenting this initiative for City Council approval.

### **2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:**

### **BACKGROUND:**

The ongoing discussion of Wayzata's plaques began in 2023, when language on the First Cemetery Plaque (located at the corner of Walker Avenue and Wayzata Boulevard) was raised for consideration. The discussion was put on hold for most of 2024 as other issues took priority. The Board's work plan called for the discussion to begin again in 2025.

The topic was resumed during the January 23, 2025, meeting where the Board reviewed an inventory of existing plaques within the city (public and private). The HPB had some records of the plaques it had produced in the past; however, the record was not comprehensive. A draft of the current inventory was presented at this meeting.

Discussion surrounding the plaques resumed during the July 24, 2025, meeting where the HPB further reviewed the inventory of plaques and determined a short list of plaques to be replaced. The following plaques were identified for replacement due to size and/or general condition:

1. First Cemetery
2. Congregational Church (Blue Water Theatre)
3. Bell Courts
4. Klapprich Field
5. Wayzata State Bank

Photos of each plaque identified during the July 2025 meeting are attached. Staff were directed to research manufacturers and approximate costs for the replacement of these five plaques in the City. Bronze plaques in Wayzata have historically been ordered and manufactured by Franklin Bronze Plaques in Franklin, PA. Cost estimates and proofs of each plaque have been provided for consideration and are included in the packet.

Staff is proposing the HPB create a plaque-specific work plan. The proposed work plan below is a draft intended to provide context.

1. Inventory and Photo Collection (partially complete)

- An incomplete inventory and map have been discussed previously. Board members have noted that a more comprehensive inventory exists. Staff would like to work with the board to complete a full inventory and map.

## 2. Categorization of Plaques

- Plaques will be of 3+ types: Within a park or trail, Within the Conservancy purview, or general City Plaques.

## 3. Create a Work Plan/Timeline for each Plaque Type.

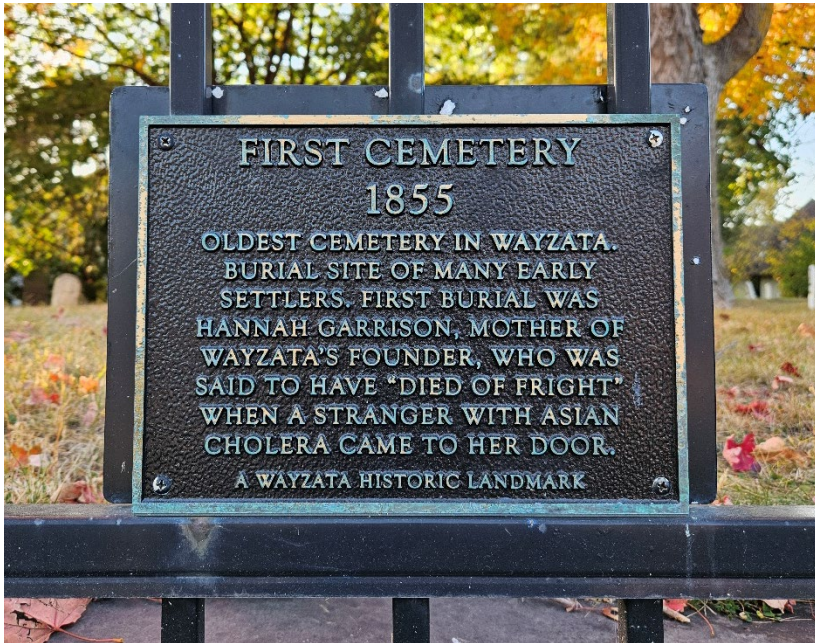
- Design Plaques (where applicable)
- Installation timeline/priority

### **ATTACHMENTS:**

1. Plaques Identified for Replacement
2. Franklin Bronze Plaque Quote
3. Plaque Proofs 16x12 - Wayzata
4. Franklin Bronze Email Correspondence

1. First Cemetery

Location: Wayzata Blvd and Walker Ave



FIRST CEMETERY  
1855

OLDEST CEMETERY IN WAYZATA.  
BURIAL SITE OF MANY EARLY  
SETTLERS. FIRST BURIAL WAS  
HANNAH GARRISON, MOTHER OF  
WAYZATA'S FOUNDER, WHO WAS  
SAID TO HAVE "DIED OF FRIGHT"  
WHEN A STRANGER WITH ASIAN  
CHOLERA CAME TO HER DOOR.

A WAYZATA HISTORIC LANDMARK

2. Congregational Church

Location: Walker Ave



WAYZATA  
CONGREGATIONAL CHURCH  
1881

ORIGINAL SITE OF FIRST CHURCH  
WHICH WAS THE CORNERSTONE  
OF RELIGIOUS LIFE IN EARLY  
WAYZATA. DESIGNED BY  
HARRY WILD JONES IN 1911,  
BURNED IN 1916 AND  
REBUILT THE SAME YEAR.

A WAYZATA HISTORIC LANDMARK

3. Bell Courts

Location: Park St



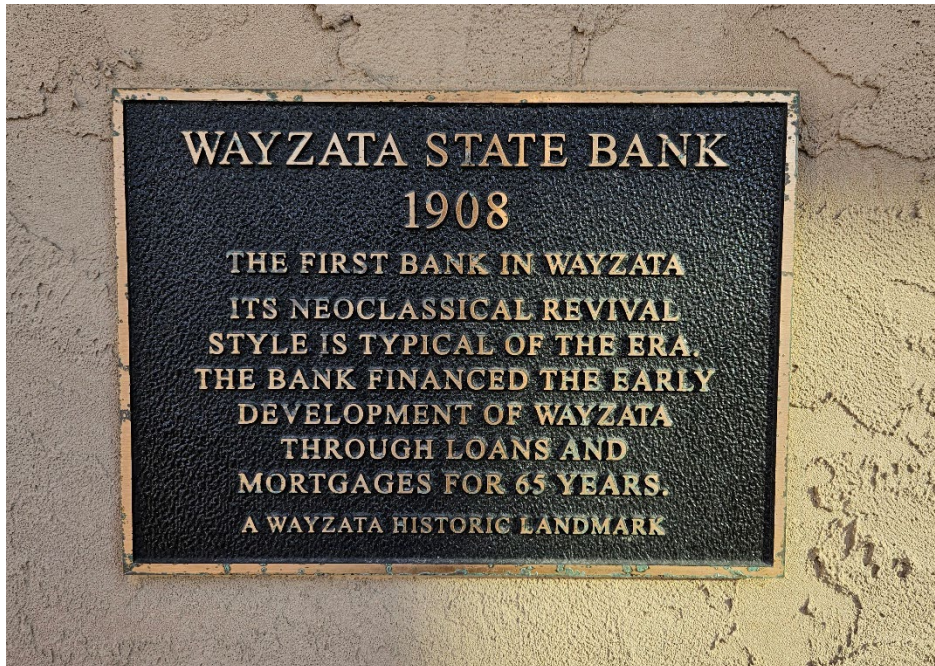
4. Klapprich Field

Location: Wayzata Blvd (inside fieldhouse)



5. Wayzata State Bank

Location: Lake St





**Franklin Bronze Plaques**

4201 US 322 West  
Franklin PA 16323

**Quote/Order Acknowledgement**

Date	Job No.
8/27/2025	37395

Vendor No.

Billing Address

City of Wayzata  
600 Rice Street  
Wayzata, MN 55391

Ship To

City of Wayzata  
Wayzata Heritage Preservation Board  
600 Rice Street  
Wayzata MN 55391

Contact Person Haily Hedblom	E-mail Address hhedblom@wayzata.org	Phone No. 952-404-5323
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P.O. No.	Prev. Job # 14893 / 17052	Terms Pre-Pay	Must Have	Ship Date
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Description	Qty	Background	Mount	Amount	Total
16" x 12" Bronze Plaque including 288 Letters	5	Black	Woodscrews	505.00	2,525.00
10% Materials Surcharge				10.00%	252.50
Subtotal					2,777.50
Shipping and Handling				175.00	175.00
*First Cemetery					
*Wayzata Congregational Church					
*The Public Park					
*Klapprich Field***					
*Wayzata State Bank					
***Klapprich Field existing plaque was not made by FBP, please provide full text for duplication					

**Please review details carefully and advise of any necessary corrections. Full text will be shown in the layout file when sent for review / revision / approval. Customer is responsible for any errors that are approved.**

**Due to the volatility of the copper market and continuously changing tariffs put in place, estimates are subject to change without notice. We apologize for any inconvenience this may cause.**

**Subtotal**

**Sales Tax (0.0%)**

**Total**

Phone # 814-346-7205	Fax # 814-346-7047	E-mail audrey@franklinbronzeplaques.com	Web Site www.franklinbronzeplaques.com
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**Franklin Bronze Plaques**

4201 US 322 West  
Franklin PA 16323

**Quote/Order Acknowledgement**

Date	Job No.
8/27/2025	37395

Vendor No.

Billing Address

City of Wayzata  
600 Rice Street  
Wayzata, MN 55391

Ship To

City of Wayzata  
Wayzata Heritage Preservation Board  
600 Rice Street  
Wayzata MN 55391

Contact Person Haily Hedblom	E-mail Address hhedblom@wayzata.org	Phone No. 952-404-5323
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P.O. No.	Prev. Job # 14893 / 17052	Terms Pre-Pay	Must Have	Ship Date
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Description	Qty	Background	Mount	Amount	Total
Standard production is approximately 7 - 9 weeks after final layout approval and receipt of payment, plus time in transit for UPS, depending on the size and complexity of the plaque; larger pieces require longer lead times					

**Please review details carefully and advise of any necessary corrections. Full text will be shown in the layout file when sent for review / revision / approval. Customer is responsible for any errors that are approved.**

**Due to the volatility of the copper market and continuously changing tariffs put in place, estimates are subject to change without notice. We apologize for any inconvenience this may cause.**

<b>Subtotal</b>	\$2,952.50
<b>Sales Tax (0.0%)</b>	\$0.00
<b>Total</b>	\$2,952.50

Phone # 814-346-7205	Fax # 814-346-7047	E-mail audrey@franklinbronzeplaques.com	Web Site www.franklinbronzeplaques.com
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# FIRST CEMETERY

1855

OLDEST CEMETERY IN WAYZATA.  
BURIAL SITE OF MANY EARLY  
SETTLERS. FIRST BURIAL WAS  
HANNAH GARRISON, MOTHER OF  
WAYZATA'S FOUNDER, WHO WAS  
SAID TO HAVE "DIED OF FRIGHT"  
WHEN A STRANGER WITH ASIAN  
CHOLERA CAME TO HER DOOR.

A WAYZATA HISTORIC LANDMARK

# WAYZATA CONGREGATION

1888

ORIGINAL SITE OF  
WHICH WAS THE  
OF RELIGIOUS  
WAYZATA. DR.  
HARRY WILD J  
BURNED IN  
REBUILT THE

A WAYZATA HISTO

# THE PUBLIC PARK

1854

THE FIRST PARK IN WAYZATA  
DESIGNATED BY OSCAR GARRISON ON  
THE ORIGINAL PLAT OF WAYZATA.  
WATER TOWER ERECTED IN 1929.  
FIRST TENNIS COURTS IN 1935,  
REPLACED BY LOUISE H. BELL  
TENNIS COURTS IN 1964.  
NEW WATER TREATMENT PLANT IN 2010.

A WAYZATA HISTORIC LANDMARK

# WAYZATA STATE BANK

1900

THE FIRST BANK  
ITS NEOCLASSIC  
STYLE IS TYPICAL  
THE BANK FINANCIAL  
DEVELOPMENT  
THROUGH L  
MORTGAGES F

A WAYZATA HISTO

## Haily Hedblom

---

**From:** Lori Knight <lori@franklinbronzeplaques.com>  
**Sent:** Thursday, September 4, 2025 2:15 PM  
**To:** Haily Hedblom  
**Cc:** Audrey Sherlock  
**Subject:** Re: Bronze Plaque Order 37395 (5 Piece Package)  
**Attachments:** 37395 - 16x12 - Wayzata.jpg

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hi there Haily,

Attached are proofs of four of the plaques you're interested in. The colors are computer generated and will not match the plaque exactly, but are a close representation. Once approved, production time runs approximately 5-7 weeks for most plaques. If you have a dedication / event, (*no matter how far off it may be*), please share that information with us **ASAP** so we can keep the job on track for the required date. We will not begin production until we have your firm art approval and payment arrangements.

Please feel free to call or write with any changes, questions or comments you might have.

Thank you,

*Ryan Johnson,*  
*in for Lori Knight*  
*Franklin Bronze Plaques*  
*4201 US 322 West*  
*Franklin, PA 16323*  
*(P) 814-346-7205 x109*  
*(F) 814-346-7047*  
[www.franklinbronzeplaques.com](http://www.franklinbronzeplaques.com)



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**From:** Audrey Sherlock <audrey@franklinbronzeplaques.com>  
**Sent:** Friday, August 29, 2025 1:07 PM  
**To:** Haily Hedblom <hhedblom@wayzata.org>  
**Cc:** Lori Knight <lori@franklinbronzeplaques.com>  
**Subject:** RE: Bronze Plaque Order 37395 (5 Piece Package)



Sounds good!!! Enjoy the weekend...

Audrey Sherlock

Franklin Bronze Plaques

4201 US 322 West

Franklin PA 16323

(PH) 814-346-7205 x103

(TF) 866-405-6623 x103

(FX) 814-346-7047

[Audrey@FranklinBronzePlaques.com](mailto:Audrey@FranklinBronzePlaques.com)



---

**From:** Haily Hedblom <[hhedblom@wayzata.org](mailto:hhedblom@wayzata.org)>

**Sent:** Friday, August 29, 2025 8:58 AM

**To:** Audrey Sherlock <[audrey@franklinbronzeplaques.com](mailto:audrey@franklinbronzeplaques.com)>

**Cc:** Lori Knight <[lori@franklinbronzeplaques.com](mailto:lori@franklinbronzeplaques.com)>

**Subject:** RE: Bronze Plaque Order 37395 (5 Piece Package)

Audrey,

Thanks so much! Our Heritage Preservation Board meets again in September and will make a final decision on ordering the new plaques.

I will be in touch. Have a great weekend!

Haily



**Haily Hedblom**

*She/Her/Hers*

Planner

[hhedblom@wayzata.org](mailto:hhedblom@wayzata.org) 952-404-5323

600 Rice St E | Wayzata, MN

[www.wayzata.org](http://www.wayzata.org)

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**From:** Audrey Sherlock <[audrey@franklinbronzeplaques.com](mailto:audrey@franklinbronzeplaques.com)>  
**Sent:** Thursday, August 28, 2025 4:10 PM  
**To:** Haily Hedblom <[hhedblom@wayzata.org](mailto:hhedblom@wayzata.org)>  
**Cc:** Lori Knight <[lori@franklinbronzeplaques.com](mailto:lori@franklinbronzeplaques.com)>  
**Subject:** RE: Bronze Plaque Order 37395 (5 Piece Package)

I'm so sorry I wasn't able to get back to you earlier today. Here's that list you requested, plus add the five pieces just requested at the larger size.

**First Cemetery** (11x8)  
**The Public Park** (11x8)  
**2006** (9x5 oval)  
**Wayzata State Bank** (11x8)  
**Wayzata Congressional Church** (11x8)  
**Wayzata Post Office** (15x12)  
**The Trapper's Cabin** (18x24)  
**Native American Burial Grounds** (18x24)  
**Greenlawn Cemetery** (20x24)  
**Section Foreman House** (18x24)  
**Wayzata American Legion Post 118** (11x8)

Let me know if you need anything further.

Thanks!!!!

Audrey Sherlock  
Franklin Bronze Plaques  
4201 US 322 West  
Franklin PA 16323  
(PH) 814-346-7205 x103  
(TF) 866-405-6623 x103  
(FX) 814-346-7047

[Audrey@FranklinBronzePlaques.com](mailto:Audrey@FranklinBronzePlaques.com)



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**From:** Haily Hedblom <[hhedblom@wayzata.org](mailto:hhedblom@wayzata.org)>  
**Sent:** Thursday, August 28, 2025 8:29 AM  
**To:** Audrey Sherlock <[audrey@franklinbronzeplaques.com](mailto:audrey@franklinbronzeplaques.com)>  
**Cc:** Lori Knight <[lori@franklinbronzeplaques.com](mailto:lori@franklinbronzeplaques.com)>  
**Subject:** RE: Bronze Plaque Order 37395 (5 Piece Package)

Hi Audrey,

Thank you so much for sending this along! Our Heritage Preservation Board meets later this morning and will review the estimate.

Would you be able to send us a full list of plaques that FBP has created for the City of Wayzata, according to your records? That would be incredibly helpful.

Thanks again,  
Haily



**Haily Hedblom**

She/Her/Hers

Planner

[hhedblom@wayzata.org](mailto:hhedblom@wayzata.org) 952-404-5323

600 Rice St E | Wayzata, MN

[www.wayzata.org](http://www.wayzata.org)

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**From:** Audrey Sherlock <[audrey@franklinbronzeplaques.com](mailto:audrey@franklinbronzeplaques.com)>

**Sent:** Wednesday, August 27, 2025 5:41 PM

**To:** Haily Hedblom <[hhedblom@wayzata.org](mailto:hhedblom@wayzata.org)>

**Cc:** Lori Knight <[lori@franklinbronzeplaques.com](mailto:lori@franklinbronzeplaques.com)>

**Subject:** Bronze Plaque Order 37395 (5 Piece Package)

***I APOLOGIZE FOR THE DELAY AND APPRECIATE YOUR PATIENCE...***

Good Afternoon Haily,

Please review the attached estimate/order acknowledgement. **Your proof will be sent in a separate e-mail within approximately five business days.** We WILL NOT put your order into production until we receive final approval of the proof through the art department. Due to the volatility of the copper market, all quotes are valid for 30 days. Orders are subject to review after that time period.

We accept Visa, MasterCard, American Express or your check sent in advance as forms of payment, unless you have an established account with us. If paying by check, we require full payment before moving your order into production. If paying by credit card, we require full payment at time of art approval for orders less than \$1500. Orders over \$1500 require a 50% deposit; the balance will be processed when your order is shipped.

Please feel free to contact us with any questions or concerns you may have. We look forward to working with you.

Sincerely,

Audrey Sherlock  
Franklin Bronze Plaques  
4201 US 322 West  
Franklin PA 16323

(PH) 814-346-7205 x103

(TF) 866-405-6623 x103

(FX) 814-346-7047

[Audrey@FranklinBronzePlaques.com](mailto:Audrey@FranklinBronzePlaques.com)



Name

Haily Hedblom

Today's Date

2025-08-21

Company name

City of Wayzata

Time Submitted

9:00 AM

Address

600 Rice St

Address 2

City

Wayzata

State

MN

Zip code

55391

Phone

9524045323

Fax

Email address

[hhedblom@wayzata.org](mailto:hhedblom@wayzata.org)

Size dimensions (width x height)

16"x12"

Material

Bronze

Border style

Single Line

Texture

Leatherette

Color

Black

Mounting

Front Mount: Concrete, Brick, Granite, Masonry

Font

Helvetica

Desired wording

Match Existing Plaques (see attachment).

Request type

Request Quote

Proof needed

Yes

Comments

The City's Heritage Preservation Board is exploring the idea of replacing 5 bronze plaques within the city with a larger size. They would like the text on each to match existing. The proposed new size they would like an approximate quote for each individual plaque is 16"x12".

Upload files

<https://franklinbronzeplaques.com/wp-content/uploads/fusion-forms/68a72ae86e568.pdf>

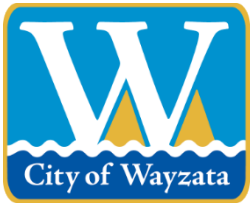
**Additional Information**

Submission Id

411

Time

2025-08-21 14:19:20



## City of Wayzata Heritage Preservation Board Agenda Report

<b>MEETING DATE:</b> September 25, 2025	<b>AGENDA ITEM:</b> 5.a
<b>TITLE:</b> Request for Local Designation as Heritage Preservation Site - Blue Water Theatre Company	
<b>PROPOSED MOTION:</b> Propose a motion to declare the Heritage Preservation Board's intent to support Blue Water Theatre's Board of Directors in pursuing local designation as a Heritage Preservation Site and direct staff to update the City's application materials for review at the October 23, 2025 meeting.	
<b>PREPARED BY:</b> Haily Hedblom, Planner	
<b>REVIEWED BY:</b> Alex Sharpe, Community Development Director	

**ACTION REQUESTED:**

Review the processes for both Local Heritage Preservation Site designation and supporting a local site pursuing national designation on the National Register of Historic Places. Staff will need to update the City's application materials and possibly revise the Heritage Preservation Easement draft with the City Attorney prior to an application form being provided to an interested party. The HPB should direct staff to work on these items and provide updated materials for review at the next meeting.

**FINANCIAL OR BUDGET CONSIDERATION:**

The HPB has utilized its allocated annual funds in the past to support applications pursuing designation. This is not a requirement or common practice in other communities and would be something to discuss further related to a specific application or request from an applicant, should the Board receive one.

**2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:**

***Sustain Community Character and Safety***

*Preservation of Wayzata's historic character and charm through the designation of heritage sites.*

**BACKGROUND:**

City staff were contacted in July regarding a request for support in maintaining the historic building that is currently occupied by Blue Water Theatre Company, 605 Rice Street. The following is a brief summary of the property's history and local significance to Wayzata history.

Wayzata Congregational Church, built in 1916, was one of, if not the first churches located within Wayzata on what would be known as 'Piety Hill' or the name of the block that was home to the original churches in the city.

- 1881 - vacant lot was sold to the Congregational Church
- 1882 - original frame structure erected
- 1911 - original building was renovated and substantially expanded by renowned Minnesota architect, Harry Wild Jones
- February 26, 1916 - renovated church was burned down in a fire
- September 10, 1916 - church was rebuilt to original 1911 plan and rededicated

The building has served other congregations throughout its 100+ year history. Most recently, it has become the home of the youth performing arts and theater education nonprofit, Blue Water Theatre Company, in 2017.

Due in large part to the challenges that arise with the age of a structure like this, Blue Water Theatre's Board of Directors is seeking support in saving and maintaining the historic building. They contacted city staff by way of the Wayzata West Metro Chamber to see what support may be available to them. Staff met with members of Blue Water's board in July to discuss an opportunity for local designation as a Wayzata Heritage Preservation Site as well as what the process might look like for pursuing national designation. A formal

request letter has been submitted to begin the process toward local designation with the Heritage Preservation Board and will be reviewed by the City Council on September 23rd, 2025.

**In preparation of the request, staff would like the HPB to take the opportunity to review the process for local designation along with the attached application materials. The HPB should provide direction to staff for updating the application materials to reflect the current City Ordinance and process. The following materials are provided in the agenda packet:**

- 1. Excerpts of City Code Chapter 911 (911.04 - Designation of Heritage Preservation Sites; 911.05 - Effect of Designation; 911.06 - Removal of Designation and Extinguishment of Preservation Easement; and 911.07 - Limitations)**
- 2. Copy of Application for Designation as Heritage Preservation Site (outdated)**

**Please Note: The following limitation is included in Wayzata City Code. *"The (Heritage Preservation) Board shall have no communication or make application to the National Register or to the State of Minnesota, or encourage others to do so, for the designation of a historic site or district without the consent of the City Council."* This means that the HPB may discuss the process for designation at the local level related to a specific property and/or application, however they may not discuss specifics or pursue an application to the National Register without formal consent from City Council.**

**ATTACHMENTS:**

1. Request Letter to City Council from Blue Water Theatre Company
2. Wayzata, MN Code of Ordinances - Designation of Heritage Preservation Sites
3. Application for designation as heritage preservation site (easement)



*Elevating youth through theatre arts education.*

Dear Wayzata City Council,

We are writing to ask for your support with a matter that is deeply important to our youth, families, and community. This summer, our building sustained significant water damage during the unusually heavy rains. Unfortunately, the cost of repairs is likely beyond what we can cover through our own resources or fundraising efforts. As a result, we have been forced to consider all options—including the heartbreaking possibility of selling the building.

For the 300+ young people and families who come through our doors each season, and for the many alumni who carry lifelong memories of this space, the building represents far more than bricks and mortar—it is a home for creativity, growth, and belonging. Our neighbors have also voiced concerns about the uncertainty of what might happen to the property if it were sold.

Recently, we learned that our building may qualify for historical designation, which could open the door to grants and other funding opportunities to help us preserve it. We are writing to formally request your guidance and support in pursuing this designation, so that we can keep this space alive for the generations of young people who need it.

Thank you for considering our request and for your continued commitment to the Wayzata community. We would be grateful for the opportunity to meet with you to explore possible next steps together.

With gratitude,

A handwritten signature in blue ink, appearing to read "Janessa Praver".

Janessa Praver, MBA  
Board of Directors & Marketing Chair  
612-208-6764



[www.bluewatertheatre.com](http://www.bluewatertheatre.com)

## 911.04 - Designation of Heritage Preservation Sites.

- A. **Documentation.** The Board shall recommend to the Planning Commission areas, places, buildings, structures, districts, or objects to be designated as Heritage Preservation Sites. Documentation for the designation should include at least one of the following:
1. National Register of Historical Places. A site application approved by the National Park Service under the National Preservation Act of 1966.
  2. Preservation Easement. Fully executed in a form acceptable to the Board and recordable in the Hennepin County land records.
  3. Historical Planning Report. Prepared by a historic preservation consultant whose professional qualifications are satisfactory to the Board.
- B. **Criteria.** In considering the designation of a Heritage Preservation Site, the Board shall apply the following criteria regarding the proposed site:
1. Its character, interest, or value as part of the development heritage or cultural characteristics of the City of Wayzata or the State of Minnesota;
  2. Its location as a site of significant historic event;
  3. Its embodiment of distinguishing characteristics of an architectural style, period, form or treatment;
  4. Its identification with a person or persons who have significantly contributed to the culture and development of the City of Wayzata or the State of Minnesota;
  5. Its identification as work of an architect or master builder whose individual work has influenced the development of the City of Wayzata or the State of Minnesota;
  6. Its embodiment of elements of architectural design, detail, materials, or craftsmanship which represent a significant architectural innovation; and
  7. Its unique location, natural attributes or singular physical characteristic representing an established and at one time or now familiar visual feature of a neighborhood, a community, the City, a region, or the State of Minnesota.
- C. **Planning Commission Review and Hearings.** The Board shall make recommendations to the Planning Commission of the proposed designation of a Heritage Preservation Site, including boundaries, and shall work jointly with the Planning Commission with respect to the relationship of the proposed Heritage Preservation Site to the Comprehensive Plan of the City of Wayzata. The Planning Commission shall express its opinions as to the effects of the proposed designation upon the surrounding neighborhood, and upon the City's Comprehensive Plan, and shall submit to the City Council its recommendation of approval, denial, or modifications to the proposed designation.

The Board's recommendation shall become part of the Planning Commission's official record and shall be submitted by the Planning Commission to the City Council, along with the Planning Commission's recommendations concerning the proposed designation.

Prior to recommending the designation of a Heritage Preservation Site, the Planning Commission shall hold a public hearing and seek the comments of all concerned citizens. Prior to such hearing the Planning Commission shall cause to be published in the City's official newspaper notice of the hearing at least ten days prior to the date of the hearing. Notice of said hearing shall be sent to all owners of the property proposed to be designated a Heritage Preservation Site and to all property owners within 50 feet of the boundary of the area proposed to be designated a Heritage Preservation Site. The notice shall contain an explanation for the proposed designation, a clear description of the property designated, and a short description of the justification for the proposed designation and a time and place for the meeting.

- D. **City Council Action.** The City Council, upon request of the Board and the Planning Commission, or at its own instigation, may by resolution designate a Heritage Preservation Site. When the City Council is reviewing a proposed designation, it shall approve, deny, or may make such modifications, changes and alterations based on the recommendations of the Board and Planning Commission or its own findings, and the standards set forth in Subsection 4.
- E. **Voluntary Nature.** No Heritage Preservation Site shall be so designated without the voluntary, written consent of the owner of the site at the time of designation. A designation is binding upon all future owners of the property unless the designation is removed as provided in Section 911.06. Notwithstanding the foregoing, nothing in this Section shall limit the rights of the City to acquire any property by gift, negotiation or eminent domain, and to thereafter designate the property as a Heritage Preservation Site in accordance with this ordinance.

#### 911.05 - Effect of Designation.

- A. **Identification Plaque.** Those sites having been designated as Heritage Preservation Sites by the City Council shall be awarded a numbered plaque to be displayed on the exterior of the site in full public view. The plaque shall remain the property of the City. The Board shall recommend removal of such plaque should the site or structure be so altered as to destroy the historic integrity of the specific criteria that was used to justify the designation of the respective site.
- B. **Filing of Document.** The office of the City Clerk shall record the designation/preservation easement of areas, places, buildings, structures, districts, or objects as Heritage Preservation Sites with the Hennepin County Recorder or the Hennepin County Registrar of Titles and shall transmit a copy of the recording document to all appropriate City departments.
- C.

**Site Alteration Permit.** Once a property has been designated as a Heritage Preservation Site, the owners of said property must apply for a Site Alteration Permit from the City Council in order to make any of the following changes to the site:

1. Remodel, alter or repair in any manner, including paint color, which will change the exterior appearance of the Heritage Preservation Site.
2. New exterior construction.
3. Signs.
4. Moving of buildings.
5. Demolition in whole or in part. This does not apply to structures required to be demolished in accordance with Minn. Stats. Ch. 463.

The application for a Site Alteration Permit must be accompanied by detailed plans including a site plan, building elevations, and design details and materials as deemed necessary by City staff to evaluate the request. Besides the Site Alteration Permit the regular City Permits shall be required.

The Secretary of Interior's Standards for Rehabilitation as set forth in 36 CFR 67 will be the basis for a Site Alteration Permit application. The Building Official will not issue a Site Alteration Permit if the City Council finds that the change(s) will materially impair the historical integrity of the specific criteria that was used to justify the designation of the respective site.

The City Planner will review the Site Alteration Permit application and provide comments to the Board who shall make recommendations to the Planning Commission. The Planning Commission shall hold a public hearing and make recommendations to the City Council. Prior to such hearing the Planning Commission shall cause to be published in the City's official newspaper notice of the hearing at least ten days prior to the date of the hearing. Notice of said hearing shall be sent to all owners of the Heritage Preservation Site, all property owners within 500 feet of the boundary of the Heritage Preservation Site and the President of the Wayzata Historical Society. The notice shall contain a description of the proposed changes to the Heritage Preservation Site.

When the City Council is reviewing a Site Alteration Permit, it shall approve, deny, or make such modifications, changes and alterations based on the recommendations of the Board and Planning Commission, and its own findings.

In emergency situations, where immediate repair or demolition is needed to protect the safety of a Heritage Preservation Site or its inhabitants, the Building Official may issue a building or demolition permit without a Site Alteration Permit. In the case of a permit issued pursuant to this Paragraph, the Building Official shall immediately notify the Board, in writing, of its action and specify the facts and conditions constituting the emergency situation. The Board will have 30 days

in which to review any emergency repairs and make its recommendations to the Planning Commission as to whether any additional repairs or modifications will be needed in order to bring the Heritage Preservation Site in to compliance with this ordinance.

Any violation of, or neglect to comply with, the provisions of this Paragraph on the part of any person, or any neglect or refusal of any owner or occupant of any premises to allow said property to be examined as herein provided, and the same to be cleaned, repaired, reconstructed, or abandoned shall be a violation of this Code, and said person shall be guilty of a misdemeanor in accordance with Chapter 104 of the City Code. In addition, the City Council or its agents reserves the right to either require the property owner to restore the property to its historic state or enter the property to make the necessary changes, and assess the costs to the property owner.

*(Ord. 807 [8-26-2021])*

#### 911.06 - Removal of Designation and Extinguishment of a Preservation Easement.

A property owner can petition to have the designation as a Heritage Preservation Site removed or a preservation easement extinguished. The property owner must state the reasons for requesting this action and provide information supporting such reasons. The City Council reserves the right to have the property inspected by the City Building Official and/or other consultants to validate these reasons. Reasons for requesting such removal/extinguishment may include, but are not limited to, that the site is no longer historically significant, or that retaining the designation/preservation easement would create an unforeseen economic hardship. In the event unforeseen economic hardship is offered as a reason, the property owner must provide data sufficient to establish such economic hardship and evidence that the site has been advertised for sale for restoration or reuse, and that sale for restoration or reuse is not economically feasible.

Prior to the removal of a site designation/extinguishment of a preservation easement, the Board shall make recommendations to the Planning Commission and the Planning Commission shall hold a public hearing and seek the comments of all concerned citizens. The public hearing and publication notice requirements shall be the same as for a Designation Hearing.

The Board's recommendation shall become part of the Planning Commission's official record along with the Planning Commission's recommendation to the City Council concerning the proposed removal of a site designation/extinguishment of a preservation easement.

The City Council can choose to approve or deny any proposed removal of a site designation/extinguishment of a preservation easement, as it deems necessary after consideration of:

- A. The recommendation of the Board and Planning Commission;

- B. Information supplied by the property owner;
- C. Other information deemed relevant by the City Council; and
- D. The public policy and purpose of this Ordinance. Approval for removal of a site designation/extinguishment of a preservation easement requires a simple majority of the City Council.

#### 911.07 - Limitations.

The guidelines for limitations of the Board are given below:

- A. The Board is an advisory committee to the Planning Commission and City Council and therefore shall have no power to bind the City by contract or otherwise.
- B. The Board shall have no communication or make application to the National Register or to the State of Minnesota, or encourage others to do so, for the designation of a historic site or district without the consent of the City Council.



# City of Wayzata

**Application for Designation as Heritage Preservation Site in accordance with Wayzata's Heritage Preservation Ordinance # 607 which is attached for your reference.**

Date Filed: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Address: \_\_\_\_\_

Applicant (if different than owner): \_\_\_\_\_

Address (if different than owner): \_\_\_\_\_

Responsible contact person: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Address of Property Involved: \_\_\_\_\_

Legal Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Property Identification Number: \_\_\_\_\_

Type of Property: \_\_\_\_\_ Building  
\_\_\_\_\_ Site  
\_\_\_\_\_ Other: (Specify) \_\_\_\_\_

Is applicant giving the City a Preservation Easement to provide the highest possible legal protection ? Yes No (If yes, please attach a signed Preservation Easement)

**Attach a map and a current picture of the property.**

**For a property to be designated as a Heritage Preservation Site it must meet at least one of the following ordinance criteria within its historic context:**

**Ordinance Criteria: (Circle one or more)**

- a) Possessing character, interest, or value as part of the development heritage or cultural characteristics of the City of Wayzata or State of Minnesota
- b) Being the location of the site of a significant historic event
- c) Embodying the distinguishing characteristics of an architectural style, period, form or treatment
- d) Being identified as a work of an architect or master builder whose individual work has influenced the development of the City of Wayzata or the State of Minnesota.
- e) Embodying elements of architectural design, detail, materials, or craftsmanship which represents a significant innovation.
- f) Possessing a unique location, natural attributes, or singular physical characteristics representing an established and at one time, or now familiar, visual feature of a neighborhood or community.

**Wayzata's Historical Contexts: (Important broad patterns of local history as described in the Historical and Architectural Resources of Wayzata, MN report prepared by Robert Vogel and Associates July 2003.)**

- \_\_\_\_\_ Prehistoric Native Americans, 10,000 BC to AD 1650
- \_\_\_\_\_ Dakota Sioux Heritage, ca. 1650 - 1854
- \_\_\_\_\_ Early Settlement and Townsite Development, 1854 -1875
- \_\_\_\_\_ The Gilded Age, 1867 - 1929
- \_\_\_\_\_ Development of Residential Neighborhoods, 1875 - 1945
- \_\_\_\_\_ The Changing Face of Lake Street, 1854 – 1955

Attach the following information in order for the property to be evaluated. For applications without a Preservation Easement, a complete discussion of the heritage preservation principles that will be used for evaluating the significance of a property can be found in the National Park Service "Secretary of the Interior's Standards for Evaluation".

Delete

- 1) Describe the present and historical physical appearance of the property.
- 2) State the historical significance of the property in relation to its historic context.
- 3) Describe the historic integrity of the physical features that convey the significance of the property\*.
- 4) Describe how the property compares with other, similar examples of the same historic property type – or is it unique ?
- 5) Major bibliographical references
- 6) Other pertinent information.

\*Please note that interesting "stories" about a property will not qualify it for designation as a heritage preservation site. The Wayzata Historical Society is developing a property database to preserve these "stories". See the City of Wayzata's Preservation Initiative #3 for more information.

### **Additional Information:**

#### **Complete / Incomplete Applications**

Placement of any Application on City agendas is at the discretion of the City, including the time of consideration. An application will not be placed on any agenda until City staff has received the appropriate materials. The application approval time commences and an application is considered officially filed when City staff has received and examined the application and determined that the application is complete. The application shall be determined by City staff to be complete or incomplete within ten (10) business days following submittal of the application. When the application is deemed to be "complete" it shall be placed on the agenda of the first possible Planning Commission business meeting subject to the agenda deadline discussed below.

#### **Agenda Deadline**

The deadline for submittal of heritage preservation site designations is the first day of the month preceding the month of Planning Commission review. For example, to be on the Planning Commission agenda for November the complete application would need to be submitted by October 1. **The application is required to be deemed complete by the deadline in order to be scheduled on the agenda.** City staff recommends that the application material be submitted two weeks prior to the application deadline to allow time for City staff to determine if any additional materials are needed before the application can be deemed complete. This also allows a few days for the applicant to gather the additional information required for the submittal. Please note applications submitted outside of regular City Hall hours will not be received until the following business day. For example, applications submitted after 11:00 a.m. on Fridays will be considered submitted on the following Monday. Regular City Offices business hours are as follows, Monday thru Thursday, 7:00 a.m. to 4:30 p.m., Friday 7:00 a.m. to 11:00 a.m. The phone number for City Hall is 952-404-5300.

**Notice of Meeting Attendance**

In order for the Planning Commission and City Council to consider any application, the applicant or a representative designated in writing before the meeting must be present at the scheduled meeting. If not, the matter will be tabled until the next available agenda.

**Accessibility to Property for Site Review**

The signature of the Property Owner on this form hereby grants City staff and City officials access on to the subject property for the purpose of conducting a site visit as part of the project review and consents to the review of such records of the Owner, Applicant or otherwise relating to the application as are necessary.

**Certified List of Property Owners**

City staff will obtain a certified list from Hennepin County of the names and addresses of the property owners located within at least 350 feet of the subject Property that will be notified for the required Planning Commission Public Hearing.

**Regular Meeting Schedule**

Planning Commission	First Monday of every month at 7:00 PM
City Council	First and Third Tuesday of every month at 7:00 PM

Applicants are advised that additional meetings and/or workshops are scheduled when necessary upon approval of the Planning Commission and are usually held on the third Monday of every month.

**Acknowledgment and Signature of Owner and Applicant**

I acknowledge that I am voluntarily consenting to have my property designated as a Heritage Preservation Site, that I have read all of the information discussed in this application, fully understand that a Site Alteration Permit from the City is required in order to make changes to a designated Site, that the designation will be recorded with Hennepin County's property files and the designation is binding on future owners of the Site in accordance with the City's Heritage Preservation Ordinance.

\_\_\_\_\_  
Property Owner as indicated on page one

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant (if different than Owner)

\_\_\_\_\_  
Date

<b>FOR CITY USE ONLY</b>	
Date accepted as complete: _____	Accepted by: _____



heritage preservation easement over the Protected Property. This heritage preservation easement consists of the rights, duties, obligations and limitations set forth within the Preservation Ordinance (the "Easement"):

1. **PURPOSE.** The purpose of this Easement is to preserve and protect in perpetuity the Historic Values of the Protected Property identified above by confining the alteration of the Protected Property and by providing for remedies in the event of any violation of this Easement, all as set forth in the Preservation Ordinance. The terms of this Easement are specifically intended to provide a significant public benefit by preserving the historic character of the City.
2. **RESTRICTIONS.** Any activity that would alter the Protected Property as described in Wayzata Zoning Ordinance Section 801.\_\_\_\_\_ (as amended or superceded) or is otherwise inconsistent with the purposes of this Easement is prohibited.
3. **RESERVED RIGHTS.** The Owner retains all rights associated with ownership of the Protected Property that are not expressly restricted or prohibited by this Easement. The Owner may not, however, exercise these rights in a manner that would adversely impact the Historic Values of the Protected Property to extent disallowed under the Preservation Ordinance.
4. **CITY'S RIGHTS AND REMEDIES.** In order to accomplish the purposes of this Easement, the City shall have all of the rights and remedies set forth in the Preservation Ordinance.
5. **PUBLIC ACCESS.** Nothing in this Easement gives the general public a right to enter upon or use the Protected Property where no such right existed prior to the conveyance of this Easement.
6. **DOCUMENTATION.** The current uses of the Protected Property, the state of any existing improvements, and the specific Historic Values of the Protected Property that are briefly described in this Easement are more fully described in an Application for Designation as Heritage Preservation Site on file at the office of the City. The Owner and the City acknowledge that this application accurately represents the condition of the Protected Property at the time of this conveyance and may be used by the City in monitoring future uses of the Protected Property, in documenting compliance with the terms of this Easement and in any enforcement proceeding. This application, however, is not intended to preclude the use of other information and evidence to establish the present condition of the Protected Property in the event of a future controversy.
7. **GENERAL PROVISIONS.**

7.1. Assignment. This Easement may be assigned or transferred by the City only to a historic preservation organization that is authorized to hold heritage/historic easements under applicable law. As a condition of any assignment or transfer, the City shall require any future holder of this Easement to continue to carry out the conservation purposes of this Easement in perpetuity.

7.2. Amendment. Any amendment, modification or extinguishment must be in writing and recorded in the same manner as this Easement and such amendment or modification must be in conformance with the Preservation Ordinance.

7.3. Warranties. The Owner represents and warrants as follows:

- a. The Owner is the sole owner of the Protected Property in fee simple and has the right and ability to convey this Easement to the City.
- b. The Protected Property is free and clear of all encumbrances other than those subordinated to this Easement.

7.8. Notice and Approval. Whenever notice or approval is required by this Easement, a notice must be given or a request for the required approval must be made in writing and as set out below:

- a. Delivery. The notice or request for approval must be delivered personally or sent by first class mail or other nationally recognized delivery service to the Owner and the City at the following addresses (or to any other address specified in writing):

To the Owner:

To City:

City Manager  
City of Wayzata  
600 Rice Street  
Wayzata, MN 55391

- 
- b. Timing. Unless otherwise specified in this Easement, any notice or request for approval must be delivered at least 30 days prior to the date proposed for initiating the activity in question and contain information required under the Preservation Ordinance.
  - c. Approval. The City may withhold its approval if it determines that the proposal is inconsistent with the terms or purposes of this Easement or the Preservation Ordinance.

- 7.9. Binding Effect. This Easement shall run with and burden the Protected Property in perpetuity and shall bind the Owner, all future owners and all other parties entitled to possess or use the property. This Easement creates a property right immediately vested in the City that cannot be terminated or extinguished except as set forth herein.
- 7.9. Recording. The City will record this Easement in a timely manner in the official records for the county in which the Protected Property is located. The City may re-record this Easement or any other documents necessary to protect its rights under this Easement or to assure the perpetual enforceability of this Easement.
- 7.10. Definitions. The term “Owner” as used in this Easement includes, jointly and severally, the current owners of the Protected Property identified above and their personal representatives, heirs, successors and assigns. The term “City” includes the City of Wayzata and its successors and assigns.
- 7.11. Controlling Law and Construction. This Easement shall be governed by the laws of the State of Minnesota and construed to resolve any ambiguities or questions of validity of specific provisions in favor of giving maximum effect to its preservation purposes.
- 7.12. Severability. A determination that any provision or specific application of this Easement is invalid shall not affect the validity of the remaining provisions or any future application.
- 7.15. Entire Agreement. This document sets forth the entire agreement of the parties with respect this Easement and supercedes all prior discussions or understandings.

TO HAVE AND TO HOLD the above-described Easement to the use, benefit and behalf of the City, its successors and assigns forever.

[NEXT PAGE IS THE SIGNATURE PAGE]



STATE OF \_\_\_\_\_ )  
 ) ss  
COUNTY OF \_\_\_\_\_ )

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_ and \_\_\_\_\_, the \_\_\_\_\_ and \_\_\_\_\_, respectively of the City of Wayzata, a body corporate and politic under the laws of the State of Minnesota, on behalf of said City.

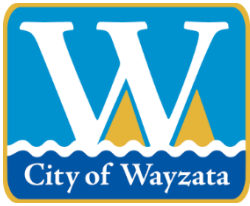
\_\_\_\_\_  
Notary Public  
My Commission Expires:

This document drafted by:

Paul E. Kaminski  
Best & Flanagan LLP  
225 South Sixth Street  
Suite 4000  
Minneapolis, MN 55402

289811 v1

**EXHIBIT A – LEGAL DESCRIPTION**



## City of Wayzata Heritage Preservation Board Agenda Report

<b>MEETING DATE:</b> September 25, 2025	<b>AGENDA ITEM:</b> 5.b
<b>TITLE:</b> Opportunity for HPB to Sponsor an Eagle Scout Project	
<b>PROPOSED MOTION:</b> N/A	
<b>PREPARED BY:</b> Haily Hedblom, Planner	
<b>REVIEWED BY:</b> Haily Hedblom, Planner	

**ACTION REQUESTED:**

Discuss the possibility of sponsoring a Wayzata resident Eagle Scout with their Eagle Scout Project.

**FINANCIAL OR BUDGET CONSIDERATION:**

There may be possible budget and/or fundraising considerations depending on the scope of a possible project.

**2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:**

N/A

**BACKGROUND:**

Heritage Preservation Board Chair, Sonya, was approached by a neighbor working toward his Eagle Scout Project. He would like to work on a history project for the City and is looking for ideas and guidance on a potential project with the HPB. Sonya will provide further context and updates during the meeting.

**ATTACHMENTS:**

1. Handout Related to Eagle Scout Service Project



# Navigating the Eagle Scout Service Project

## Information for Project Beneficiaries

---

### Thank You and Congratulations

Congratulations on your selection as an Eagle Scout service project beneficiary, and thank you for the opportunity you are making available to an Eagle Scout candidate. Support from community organizations is important to Scouting—just as important as Scouting’s contributions are to the community. Scouts provide important services, and benefiting organizations such as yours provides a vehicle for personal growth.

### The Eagle Scout Rank and the Service Project

Service to others is an important part of the Scout Oath: “... to help other people at all times.” Each year tens of thousands of Scouts strive to achieve the coveted Eagle Scout rank by applying character, citizenship, and Scouting values in their daily lives. One of the rank requirements is to *plan, develop, and give leadership to others in a service project helpful to any religious institution, school, or community*. Through this requirement, Scouts practice what they have learned and gain valuable project management and leadership experience.

### Typical Projects

There are thousands of possible Eagle Scout projects. Some involve building things, and others do not. There have been all kinds: making birdhouses for an arboretum, conducting bicycle safety rodeos, constructing park picnic tables or benches, upgrading hiking trails, planting trees, conducting well-planned blood drives, and on and on. Other than the general limitations noted below, there are no specific requirements for project scope or for how many hours are worked, and there is no requirement that a project have lasting value. What is most important is the *impact or benefit* the project will provide to your organization. In choosing a project, remember it must be something a group with perhaps limited skills can accomplish under the leadership of your Eagle Scout candidate. In order to fulfill the requirement, the *Scout* must be the one to lead the project. Therefore, it is important that you work with the Scout and not with the Scout’s parents or leaders.

### Project Restrictions and Limitations

- Fundraising is permitted only for facilitating a project. Efforts that primarily collect money, even for worthy charities, are not permitted.
- Routine labor, like a service Scouts may provide as part of their daily lives such as mowing or weeding a church lawn, is not normally appropriate. However, if project scale and impact are sufficient to require planning and leadership, then it may be considered.
- Projects are not to be of a commercial nature or for a business, though some aspects of a business operation provided as a service, such as a community park, may qualify.
- The Scout is not responsible for any maintenance of a project once it is completed.

### Approving the Project Proposal and Project Scheduling

Once a potential project is identified, you must approve your Scout’s proposal. Regular communications with the Scout can make this quick and easy, but be sure you have both discussed and considered all aspects of the project to ensure your Scout has a clear understanding of your expectations and limitations. Keep in mind the Scout’s proposal is merely an overview—not a comprehensive plan.

Some projects may take only a few weeks or months to plan and carry out, while others may take longer. Scouts working toward the Eagle rank are typically busy, so scheduling flexibility may be important. The proposal must also have several approvals, besides yours, before project planning occurs and work begins. Therefore, if a proposed project must be completed by a certain rapidly approaching date, it may be a good idea to consider something different. Remember, too, that all work must be completed before the Scout’s 18th birthday.

## Approving Project Plans

After the proposal is approved by the BSA local council, your Scout must develop a plan for implementing the project. Before work begins, you should ask to see the plan. It may come in any format you desire or are willing to accept. It could even be a detailed verbal description. That said, the BSA includes a “Project Plan” form in your *Scout’s Eagle Scout Service Project Workbook*, and we recommend that you ask your Scout to use it. If in your plan review you have any concerns the project may run into trouble or not produce the results you want, do not hesitate to require improvements *before* work begins.

## Permits, Permissions, and Authorizations

- If the project requires building permits, etc., your Scout needs to know about them for planning purposes. However, your organization must be responsible for all permitting. This is not a duty for the Scout.
- Your organization must sign any contracts.
- If digging is involved, it is your responsibility to locate, mark, and protect underground utilities as necessary.
- If you need approval from a committee, your organization’s management, or a parent organization, etc., be sure to allow additional time and let the Scout know if their help is needed.

## Funding the Project

Eagle service projects often require fundraising. Donations of any money, materials, or services must be preapproved by the BSA unless provided by your organization; by the Scout or the Scout’s parents or relatives; or by the Scout’s unit or its chartered organization. The Scout must make it clear to donors or fundraising event participants that the money is being raised on the project beneficiary’s behalf, and that the beneficiary will retain any leftover funds. If receipts are needed, your organization must provide them. If your organization is not allowed to retain leftover funds, you should designate a charity to receive them or turn them over to your Scout’s unit.

## Supervision

To meet the requirement to “give leadership to others,” your Scout must be given every opportunity to succeed independently without direct supervision. The Scout’s unit must provide adults to assist or keep an eye on things, and your organization should also have someone available. The Scout, however, *must* provide the leadership necessary for project completion without adult interference.

## Safety

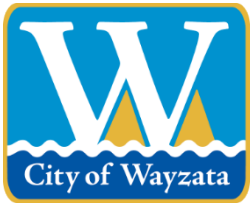
Through the proposal and planning process, the Scout will identify potential hazards and risks and outline strategies to prevent and handle injuries or emergencies. Scouts as minors, however, *cannot be held responsible for safety*. Adults must accept this responsibility. Property owners, for example, are responsible for issues and hazards related to their property or employees and any other individuals or circumstances they would normally be responsible for controlling. If during project execution you have any concerns about health and safety, please share them with the Scout and the unit leaders so action may be taken. If necessary, you may stop work on the project until concerns are resolved.

## Project Completion and Approval

After the project has been completed, your Scout will ask for your approval on their project report. The report will be used in the final review of the Scout’s qualifications for the Eagle Scout rank. If the Scout has met your reasonable expectations, you should approve the project; if not, you should ask for corrections. This is not the time, however, to request changes or additions beyond what was originally agreed.

The Eagle Scout service project is an accomplishment a Scout will always remember. Your reward will be a helpful project and, more important, the knowledge you have contributed to a young Scout’s growth.





**City of Wayzata  
Heritage Preservation Board  
Agenda Report**

<b>MEETING DATE:</b> September 25, 2025	<b>AGENDA ITEM:</b> 5.c
<b>TITLE:</b> New Business from Members	
<b>PROPOSED MOTION:</b> N/A	
<b>PREPARED BY:</b> Haily Hedblom, Planner	
<b>REVIEWED BY:</b> Haily Hedblom, Planner	

**ACTION REQUESTED:**

N/A

**FINANCIAL OR BUDGET CONSIDERATION:**

N/A

**2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:**

N/A

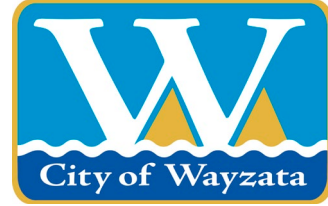
**BACKGROUND:**

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

**ATTACHMENTS:**

None

# City of Wayzata 2025 Meeting Calendar



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

April 2025						
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27	28	29	30			

May 2025						
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25	26	27	28	29	30	31

June 2025						
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29	30					

July 2025						
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27	28	29	30	31		

August 2025						
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31						

September 2025						
S	M	T	W	Th	F	S
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28	29	30				

October 2025						
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26	27	28	29	30	31	

November 2025						
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23	24	25	26	27	28	29
30						

December 2025						
S	M	T	W	Th	F	S
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

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

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

Revised  
5/27/2025

# Wayzata Heritage Preservation Board

## 2025 Meeting Minutes Schedule

Updated August 2025

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

## 2025 Attendance

Meeting	Sue	Kim	Kelly	Judy	Sonya
January 23	Absent	Present	Present	Present	Absent
March 5	Absent	Present	Absent	Absent	Present
March 26	Absent	Absent	Absent	Present	Present
April 24	Absent	Present	Absent	Present	Present
May 22	CANCELLED				
June 26	Present	Absent	Present	Present	Present
July 24	Present	Present	Present	Present	Absent
August 28	Absent	Absent	Absent	Present	Present
September 25					
October 23					
November 20					
December 18					

## 2025 Term Tracker

Board Member	Term Ends
Sue Ankeny	December 31, 2026
Kim Gharrity	December 31, 2025
Kelly Gratton	December 31, 2025
Judy Starkey	December 31, 2026 *plans to resign 12/31/2025
Sonya Travanty (Chair)	December 31, 2025