



WAYZATA HERITAGE PRESERVATION BOARD

Meeting Agenda

Wayzata City Hall Community Room, 600 Rice Street

Thursday, October 23, 2025

11:30 AM

1. **Call to Order**
2. **Roll Call**
3. **Approval of Minutes**
 - a. Approve September 25, 2025 Meeting Minutes
4. **Old Business**
 - a. Review of 2025 Work Plan - Recruitment and Retention of Board Members
 - b. Replacement of First Cemetery Plaque
 - c. Discussion of Possible HPB Trolley Event
 - d. Update on Possible Eagle Scout Project from Chair Travanty
 - e. Update on Blue Water Theatre Company - 605 Rice St.
5. **New Business**
 - a. New Business from Members
6. **Adjournment**
 - a. Board Recruitment and Retention Updates
 - b. City Calendar and Minutes Rotation Schedule

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



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: October 23, 2025	AGENDA ITEM: 3.a
TITLE: Approve September 25, 2025 Meeting Minutes	
PROPOSED MOTION: To approve the Draft Meeting Minutes from September 25, 2025.	
PREPARED BY: Haily Hedblom, Planner	
REVIEWED BY: 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 Draft September 25, 2025

DRAFT HPB Meeting 9-25-25 Meeting Minutes

Heritage Preservation Board Meeting Minutes of September 25, 2025

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

Minutes taken by Alex Sharpe

Call to Order

The meeting began at 11:50 a.m.

Roll Call

Board members Sonya Travanty, Judy Starkey, Kim Gharrity, and Sue Ankeny were present. Staff present was Community Development Director, Alex Sharpe.

Approval of Minutes

Chair Sonja motioned to approve the minutes of July 24, 2025 and the unofficial meeting minutes of August 28, 2025. Board member Gharrity seconded the motion . Approved 4-0.

Old Business:

Review 2025 Work Plan Updates

Staff presented the current work plan and the status for the remainder of the year. Several items on the agenda are new work items for the Board that have additional details to follow. One of the primary items for the Board to consider in the coming months is attraction and retention of members. The Board will have three terms expire on 12/31/2025 and another member has expressed their intent to step down. The Board encouraged the City to post openings in the Muni and via social media. Staff will work with the City Clerk to ensure advertisement of the positions is available.

History of Trolley Service in Wayzata

Staff presented the current bids for an hourly trolley service to the Board. The Board discussed having a Trolley event in 2025, potentially tied to a Holiday theme. The Board was tasked with determining a route, date, and outreach to other parties to determine whether they would have interest in partnership with the Board to host the event. The Board will bring this work back at the next meeting to present.

Replacement of City Plaques

The Board discussed replacement of a single plaque, the First Cemetery to enlarge the plaque and remove questionable text but otherwise maintain its charm. Staff was directed to obtain an additional quote from Franklin Bronze for a single plaque and to work with the Public Works Department to determine how the Plaque could be installed on the fence.

DRAFT HPB Meeting 9-25-25 Meeting Minutes

Motion by Board member Starkey and seconded by member Gharrity to direct staff to begin the process.

New Business:

Request for Local Designation as Heritage Preservation Site – Blue Water Theatre Company

Director Sharpe presented that the City Council had approved the authorization for the City to assist with Blue Water Theater's designation to the National Register of Historic Places. He also noted that the application and designation to the National Register would be the easiest and most expedited path for Blue Water to take with the local designation.

The Board discussed what the City's role would be in Blue Water's pursuit of the designation application and found consensus that the City would be available to provide general guidance, assistance, and support but would not lead the effort. The HPB specifically would provide historical knowledge, direction to historic resources, and review of any historic documentation for Blue Water. The board also provided Blue Water with significant background research conducted by Board member Starkey.

New Business from Members

No additional new business items were discussed.

Adjournment

The meeting ended at 12:58 pm.



City of Wayzata Heritage Preservation Board Agenda Report

MEETING DATE: October 23, 2025	AGENDA ITEM: 4.a
TITLE: Review of 2025 Work Plan - Recruitment and Retention of Board Members	
PROPOSED MOTION: N/A	
PREPARED BY: Haily Hedblom, Planner	
REVIEWED BY: Alex Sharpe, Community Development Director	

ACTION REQUESTED:

Review and discuss the updated Draft 2025 Work Plan.

FINANCIAL OR BUDGET CONSIDERATION:

Certain items in the Work Plan will carry costs.

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

BACKGROUND:

Upcoming Activities/Focus for Remainder of 2025:

- Replacement of First Cemetery Plaque
- Continue exploring general programming partnership opportunities
- Possible HPB Trolley Event
- Continued support for local/national heritage site designation for 605 Rice St (Blue Water Theatre Company)
- 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 Fall/Winter 2025 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. Haily's maternity leave will begin in November and Alex will be taking over the staff liaison role for HPB while she is out.

ATTACHMENTS:

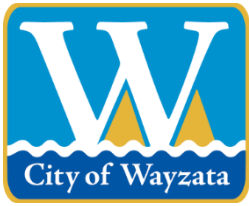
1. HPB Work Plan_October



Work Plan Progress & Updates – October 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		
NEW: HPB Trolley Event										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
NEW: 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)
NEW: Historic Sites in Wayzata Walking Tour, QR codes at historic sites
https://pocketsights.com/tours/tour/Wayzata-Historic-Downtown-Wayzata-Walking-Tour-3951
NEW: 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**

MEETING DATE: October 23, 2025	AGENDA ITEM: 4.b
TITLE: Replacement of First Cemetery Plaque	
PROPOSED MOTION: Propose a motion to direct staff to finalize the order of a new 16x12" First Cemetery Plaque with Franklin Bronze Plaques.	
PREPARED BY: Haily Hedblom, Planner	
REVIEWED BY: Alex Sharpe, Community Development Director	

ACTION REQUESTED:

Review the updated quote and proof for replacing the single plaque at First Cemetery. Direct staff to finalize and place the order with Franklin Bronze Plaques.

FINANCIAL OR BUDGET CONSIDERATION:

The attached quote reflects pricing as of 8/27/2025. The total cost for fabrication, shipping and handling, along with a fence mounting plate set is \$730.00.

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

BACKGROUND:

At the September 25, 2025 meeting, the Board discussed replacement of a single plaque, located at the First Cemetery. The Board plans to enlarge the plaque and remove questionable text but otherwise maintain its charm. Staff was directed to obtain an additional quote from Franklin Bronze for a single plaque and to work with the Public Works Department to determine how the Plaque could be installed on the fence.

ATTACHMENTS:

1. Revised Quote from Franklin Bronze Plaques 10-02-25
2. Proposed Plaque Proof 16x12"



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
REVISED 10-02-25 (quantity; mounting; adjusted pricing structure):					
16" x 12" Bronze Plaque including 288 Letters	1	Black	Fence Mount	505.00	505.00
Fence Mounting Plate Set	2			90.00	180.00
Subtotal					685.00
Shipping and Handling				45.00	45.00
*First Cemetery					
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.

Subtotal	\$730.00
Sales Tax (0.0%)	\$0.00
Total	\$730.00

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
SAID TO HAVE "DIED OF FRI
WHEN A STRANGER WITH CHILD
CAME TO HER DOOR.

A WAYZATA HISTORIC LANDMARK

37395 16x12 Bronze Single Line

Mounting: Fence Mount 9/2



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

MEETING DATE: October 23, 2025	AGENDA ITEM: 4.c
TITLE: Discussion of Possible HPB Trolley Event	
PROPOSED MOTION: N/A	
PREPARED BY: Haily Hedblom, Planner	
REVIEWED BY: Alex Sharpe, Community Development Director	

ACTION REQUESTED:

Discuss the possibility of a trolley related event in 2025 or 2026.

FINANCIAL OR BUDGET CONSIDERATION:

Specific costs and budget implication can be determined once a more solidified plan is in place.

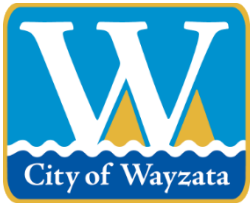
2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

BACKGROUND:

At the September 25, 2025 meeting, staff presented the current bids for an hourly trolley service to the Board. The Board discussed having a trolley event in 2025, potentially tied to a Holiday theme. The Board was tasked with determining a route, date, and outreach to other parties to determine whether they would have interest in partnership with the Board to host the event.

ATTACHMENTS:

None



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

MEETING DATE: October 23, 2025	AGENDA ITEM: 4.d
TITLE: Update on Possible Eagle Scout Project from Chair Travanty	
PROPOSED MOTION: N/A	
PREPARED BY: Haily Hedblom, Planner	
REVIEWED BY: Alex Sharpe, Community Development Director	

ACTION REQUESTED:

N/A

FINANCIAL OR BUDGET CONSIDERATION:

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

BACKGROUND:

Chair Travanty will provide an update on the potential Eagle Scout project related to history in Wayzata and sponsored by the Board.

ATTACHMENTS:

None



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

MEETING DATE: October 23, 2025	AGENDA ITEM: 4.e
TITLE: Update on Blue Water Theatre Company - 605 Rice St.	
PROPOSED MOTION: N/A	
PREPARED BY: Haily Hedblom, Planner	
REVIEWED BY: Alex Sharpe, Community Development Director	

ACTION REQUESTED:

N/A

FINANCIAL OR BUDGET CONSIDERATION:

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

BACKGROUND:

Staff will provide a verbal update on the status of Blue Water Theatre Company's progress toward heritage site designation.

ATTACHMENTS:

None



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

MEETING DATE: October 23, 2025	AGENDA ITEM: 5.a
TITLE: New Business from Members	
PROPOSED MOTION: N/A	
PREPARED BY: Haily Hedblom, Planner	
REVIEWED BY: Haily Hedblom, Planner	

ACTION REQUESTED:

N/A

FINANCIAL OR BUDGET CONSIDERATION:

N/A

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

N/A

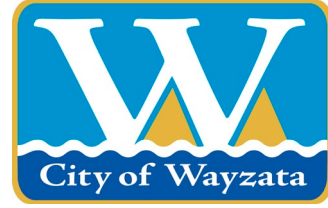
BACKGROUND:

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
26	27	28	29	30	31	

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

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

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

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

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

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

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

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

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

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

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

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

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

Revised
5/27/2025

Wayzata Heritage Preservation Board

2025 Meeting Minutes Schedule

Updated 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	Alex Sharpe	Yes
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	Present	Present	Absent	Present	Present
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