

**City of Wayzata Housing and Redevelopment Authority
Meeting Agenda**

Thursday, October 29, 2015

7:30 am – 8:30 am

Wayzata City Hall Community Room
600 Rice Street East
Wayzata, MN 55391

1. Call to Order – Chairman Shaver
2. Approval of Agenda
3. Approval of Minutes of July 30, 2015
4. Annual Meeting 2015/2016
 - a. Election of officers and Executive Director (to be held at the first HRA meeting in 2016)
 - b. Consider future meetings at 7:30 am on the last Thursday in the months of January, April, July and October as follows:
 - January 28, 2016
 - April 28, 2016
 - July 28, 2016
 - October 27, 2016
 - c. Discussion of bylaws and any suggested amendments (to be discussed at the first HRA meeting in 2016)
 - d. Receipt of Financial Report (to be presented to the HRA at their April meeting)
5. New Business
 - a. Review Term Sheet for Public/Private Parking Ramp Partnership (P3) with Beltz for Mill Street Ramp/Commercial Corner and Consider Proceeding with the Entitlement Process for Mill Street Area
6. Next Meeting Date: _____
7. Adjournment

HRA members present: T. Shaver, B. Ambrose, D. McGill, R. Wothe, B. Petit
City Staff/HRA Executive Director present: Heidi Nelson
City Staff present: Becky Malone, Bryan Gadow, Don Uram, Jason Peters
Others present: Jason Aarsvold with Ehlers and Associates, John Mehrkens with Presbyterian Homes

Chairman Shaver called the meeting of the HRA to order at 7:34 am.

APPROVAL OF AGENDA

Wothe motioned to approve the July 30, 2015, meeting agenda as presented, seconded by McGill. The motion passed 5/0 by voice vote.

APPROVAL OF MINUTES – MINUTES OF JUNE 30, 2015

Ambrose requested on page 2, line 1, the word “requests” be replaced with “actions” and line 5, after “The City would not decertify the District and...” he suggested adding the word “would”.

McGill motioned to approve the June 30, 2015 minutes as amended, seconded by Wothe. The motion passed 5/0 by voice vote.

OLD BUSINESS

a. Downtown Parking Update

Nelson stated the Council continues to work through the issues of programming and pre-design for the Mill Street Ramp. Downtown parking will be on the August 5th regular City Council meeting agenda to solicit direction from the Council regarding the programming and sizing of the ramp, potential redevelopment in and around the ramp, the design options for the roof, bike center services, centralized trash, bathrooms, and the treatment of Mill Street. The Council will also be discussing policy issues and addressing cost concerns. The next step would be to define the procurement process for the ramp. The City is working toward an October 2016 construction start date with parking available by April 2017. The pilot projects will continue through Labor Day and the City will be posting a survey on the City’s website to get feedback on these programs. The survey would be available until mid-September and the results would be used to help make future parking management decisions.

Wothe stated the purpose for building a ramp is to provide parking that is not currently available. He asked why the City would want to hide the parking ramp behind a commercial structure and make it difficult to find.

Nelson explained the Council and Staff are exploring opportunities to make the structure blend in with the downtown area and engage the corner of Broadway and Mill Street.

1 The City Council has debated if they would want to pursue a commercial corner. They
2 are considering a small commercial structure that would corner the ramp rather than
3 wrap the structure in commercial. She suggested Mr. Wothe let the Council know his
4 view on including a commercial piece with the parking structure.

5
6 Shaver clarified there were no actions for the HRA to take regarding the parking ramp at
7 this time but they could attend the August 5 Council meeting to provide input. He stated
8 there had been some parking demand changes and he asked why the number of
9 parking stalls proposed and the required number of stalls for new facilities/uses had
10 been reduced in number.

11
12 Gadow stated as part of the Downtown Parking Study they are analyzing the City's
13 current Parking Ordinance to see if there are modifications that need to be made.
14 Wayzata requires more parking than neighboring communities. The proposed changes
15 reflect what is actually occurring in the City and surrounding communities.

16
17 Nelson clarified Agenda Item 1 on slide 1 of the Wayzata City Council – Work Session
18 Downtown Parking Project Update should read “Completed Since June 16, 2015”. The
19 City has done survey work on the site, title work on all of the parcels associated with the
20 site and soil borings.

21
22 Petit expressed concerns that the City was still not sure that a parking ramp is the way
23 they want to proceed.

24
25 Nelson stated some people have been focused on the parking equation and what the
26 numbers are while others are focused on what outcome the City is trying to achieve in
27 addressing downtown parking. On July 21, Staff provided a summary of the data to
28 show where the City was with current parking and what the demand is. The City would
29 like to see flexibility built into the plans to allow for changes in use over time. The City's
30 goal for August is to come to a decision on the pre-design issues so they can move
31 forward with a tight design so it is clear what the City wants and what the size and
32 function of the ramp would be.

33
34 Petit asked if the proposed surplus parking of 116 stalls was accurate based on low
35 development estimates.

36
37 Nelson stated this was an accurate estimate based on the shared calculation under the
38 new Parking Ordinance. The one thing that has not been quantified is the Lake Effect
39 and what the demand would be for these public spaces. The Council is focused on
40 flexibility so when these improvements occur there is flexibility to accommodate parking.

41
42 Ambrose asked if the Council was considering the development occurring on the west
43 end of Lake Street, the Lake Effect, and what would be needed for parking in this area.

44
45 Nelson stated the City has been aware of the potential for redevelopment on the west
46 end of Lake Street, that additional public parking was contemplated in the Lake Effect
47 Design Framework, and they are looking at augmenting parking with this
48 redevelopment.

1
2
3 NEW BUSINESS
4

- 5 a. Potential Redevelopment Proposal at 239-235-253 & 259 Lake Street E
6 (TIF & public easement for shared parking)
7

8 Gadow reviewed the Staff memo and stated the property owners were requesting City
9 public financing assistance on the project in the form of Tax Increment Financing (TIF)
10 for the purpose of building structured parking in the rear portion of the properties. This
11 parking would be utilized for the business tenants during the work day, but have a public
12 easement over it to allow public usage of the parking in the evening and on weekends.
13 Given the proximity of these parcels to the Dakota Rail Trail and the City Beach and
14 Marina, potential public parking in this area could provide a benefit as the City continues
15 the implementation of its Lake Effect Design Framework, which includes additional
16 parking on the west end of Lake Street. The City is also engaging the Three Rivers
17 Park District to examine potential for capital partnership on a parking ramp component
18 of the project, given the proximity of the site to the Dakota Rail trailhead. He reviewed
19 the site concept and noted that discussions between the three property owners are still
20 on-going and at this time, there is not a joint application for development.
21

22 Wothe asked if there had been a change in ownership at 259 Lake Street E.
23

24 Gadow explained there are two financial institutions involved in this property and there
25 may be a change in ownership in the next few weeks. The City Council would have a
26 workshop meeting with the property owners August 18.
27

28 Shaver asked if all three property owners would be redeveloping their properties and
29 how a potential redevelopment would be staged with three separate property owners.
30

31 Gadow stated he does not have each individual timeline. The proposed site design
32 concept is designed with the first phase would be 253 and 259, then stage part of the
33 parking ramp and Phase 3 could be done at a later time. The current proposed site
34 plan has all three building set up for office use but this could change based on the
35 individual property owners. The parking needs at this time are based on office use and
36 if there are any changes in use then the parking requirements would need to be
37 reviewed.
38

39 Mr. Jason Aarsvold, Ehlers and Associates, reviewed the TIF runs. He clarified the
40 Staff Report does reflect an updated TIF run based on the current proposed site plan.
41

42 Shaver asked what the additional increment would be with the proposed concept plans.
43

44 Aarsvold explained the assumptions they had used including what the potential build out
45 would be for these parcels. He stated if they assumed a redevelopment district could
46 be created and they used the maximum number of years at 26-years, then they could
47 expect a present value of approximately \$3,281,136.
48

1 Shaver asked if the estimated costs for a parking garage would be approximately \$10
2 million.

3
4 Aarsvold stated the valuations they had used were a result of conversation with the
5 assessor and the structures taxation value versus estimated construction costs.

6
7 Ambrose stated the sketch showing the Lake Effect shows parking extending behind the
8 real estate building. He asked if there had been discussions with this property owner.

9
10 Gadow stated there have not been discussions with this property owner related to the
11 proposed site plan.

12
13 Mr. Neil Weber, Weber Architects and Planners, stated the concept plan provides for all
14 the parking spaces required by the proposed new Parking Ordinance plus 85 stalls for
15 the Marina. He stated there should be further analysis because the parking from the
16 Marina was intended to allow for a restaurant. He reviewed potential parking scenarios
17 and ramp options. He clarified that this was a concept that would allow the property
18 owners to develop independently, provide parking and not force partnerships. Mr. Hoyt
19 and Mr. Hughes are proposing office uses.

20
21 Petit stated this concept was good because each parcel can develop independently and
22 it also addresses the parking needs in this area. The scale of the project makes sense
23 for the area. The public would need to know where the parking is located if it is behind
24 the building. The number of spaces required for the Lake Effect would also need to be
25 looked at to determine if the legal commitment can be changed.

26
27 b. Oversettlement of Tax Increment from TIF District 2 (CARD)

28
29 Uram stated on July 2, the City received a \$76,754.40 invoice from the Hennepin
30 County Property Tax Division for the over settlement in TIF District 2 (CARD). This was
31 due to a tax court settlement on the Boatworks building. Since tax increment was
32 received from the County initially, it is appropriate that tax increment be used to pay the
33 invoice. TIF District 2 was officially decertified at the end of 2012.

34
35
36 NEXT MEETING DATE: October 29, 2015

37
38 Shaver stated the next meeting would be October 29.

39
40 Nelson provided staff updates to the HRA. Mr. Gadow would be leaving the City of
41 Wayzata at the end of August and Mr. Peters was brought in as an intern to assist the
42 City on an interim basis, as well as a consultant Planner until the position is filled. Mr.
43 Uram is moving to a position in Prior Lake. The City would be transitioning back to
44 Steve McDonald with Abdo, Eick & Meyers for the City's financial management.

45
46 Shaver thanked Mr. Gadow and Mr. Uram for their service to the City of Wayzata.

ADJOURNMENT

There being no further business; Wothe motioned to adjourn at 8:32 a.m., McGill seconded the motion and the motion passed 5/0 by voice vote.

Respectfully submitted,

Becky Malone
Deputy City Clerk
City of Wayzata

Drafted by Tina Borg, *TimeSaver Off Site Secretarial, Inc.*

DRAFT



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

Mayor:
Ken Willcox

City Council:
Bridget Anderson
Johanna McCarthy
Andrew Mullin
Steven Tyacke

City Manager:
Heidi Nelson

DATE: October 21, 2015
TO: HRA Chair and Commissioners
FROM: Heidi Nelson, HRA Executive Director
RE: Annual HRA Meeting

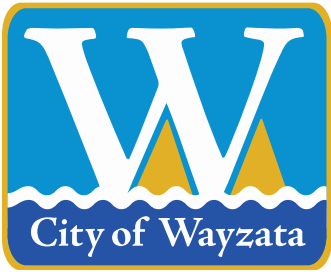
The Bylaws of the Housing and Redevelopment Authority (HRA) state that our annual meeting shall be held on the third Monday in September of each year at 6:00 P.M. or as scheduled by mutual consent. The following, among other appropriate matters, may be considered at the annual meeting:

1. Election of officers;
2. Determination of need for regular meetings to be held until the next annual meeting and if necessary determination of dates for regular meetings;
3. Discussion of bylaws and any suggested amendments;
4. Receipt of Financial Report; and
5. Appointment of Executive Director

In 2015, the HRA conducted its annual meeting on January 29, 2015, which was the first HRA meeting held in 2015 and the 2014 Financial Reports were presented to the HRA at their meeting held on May 29, 2015. Staff recommends postponing conducting the annual meeting until the first HRA meeting of 2016, as we did last year and presenting the 2015 Financial Report in April of 2016, after the audit has been completed.

With regards to the meeting schedule, the HRA meetings were scheduled on the last Thursday in the months of January, April, July and October for 2015. Staff recommends that we continue to hold the HRA meetings on the last Thursday of these same months. In 2016, those dates will be: January 28, April 28, July 28, and October 27, 2016. Staff is seeking feedback regarding the meeting schedule.

Also of note, the term of HRA Commissioner Wothe shall expire on December 31, 2015. The City Council will interview and make the appointments/reappointments to the various boards and commissions in November and December of this year. Applications for re-appointment and new applications can be submitted until October 30, 2015.



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

Mayor:
Ken Willcox

City Council:
Bridget Anderson
Johanna McCarthy
Andrew Mullin
Steven Tyacke

City Manager:
Heidi Nelson

Date: October 19, 2015

To: HRA Chair Shaver and HRA Members

From: Heidi Nelson, City Manager

Subject: Review DRAFT Term Sheet for Public/Private Partnership (P3) with Beltz for Mill Street Ramp/Commercial Corner and Consider Proceeding with the Entitlement Process for Mill Street Area

Attached to this memo is a DRAFT term sheet that was prepared by city staff and legal counsel; the draft term sheet was provided to Beltz for their review/consideration earlier this month and reviewed by the City Council at their October 20th meeting. Staff is pending formal response from Beltz in the upcoming week. A summary of that discussion will be provided at the October 29th meeting of the HRA. The purpose of today's discussion with the HRA is to review the terms/conditions as drafted by staff and receive any feedback from the HRA as we proceed with negotiations. Minutes from past City Council workshop discussions of the Beltz P3 are also attached for HRA reference. Stacie Kvilvang with Ehlers & Associates will be present at the meeting to review the terms as drafted with HRA.

In addition, staff is proposing to proceed with the entitlement process for the land in and around Mill Street by initiating the re-platting, re-zoning and comp plan amendment for the area north of Mill Street and east of Broadway to allow for the construction of the Mill Street Ramp. The land is owned by the HRA. Staff requested Council direction regarding proceeding with this next step at their October 20th meeting and staff was directed to move forward on a 3/2 vote. Staff will move forward to solicit a proposal from SRF to complete the new plat and proceed with the re-zoning for Planning Commission/City Council consideration.

Staff would also like to update the HRA on the progress of defining the terms and conditions of the Parking & Mobility District with regard to the operational costs of the district and how capital contributions would be formulated on a per stall basis. Jim Lasher will be present at the HRA meeting to outline the fee structure associated with the District.

Attachments:

DRAFT Term Sheet for Beltz P3 for Mill Street Ramp/Commercial Corner
Beltz Redevelopment Concept as presented at City Council Workshop of September 1, 2015
Excerpts from 9/15/15 Mill Street Ramp Programming/Pre-Design Presentation
City Council Meeting Minutes of November 18, 2014 and September 1, 2015

Draft Term Sheet
Wayzata Parking Ramp & Street Improvements
Joint Development Project

October 5, 2015

This document contains DRAFT Terms and Conditions for a joint development project through a Public Private Partnership (PPP) between the Beltz Development Group (Beltz) and the City of Wayzata or its Housing and Redevelopment Authority (City) to begin negotiations to implement various parking ramp and street improvements. In addition, the City would also like to include the private development, ownership and operations of an 8,000 SF (approx.) commercial building as an end-cap along the southern and west sides of the parking ramp as part of the PPP negotiations. The combination of the parking ramp, Mill Street Improvements and the Commercial Building represent the entire project (Project).

1. City owns property or right of way (see Exhibit A) that is sufficient for building a parking ramp, a “Flexible Mill Street” that will be suitable for both parking and pedestrian uses evenings and weekends, and a 8,000 SF (approximate size) commercial building integrated into the parking ramp. (See Attached Exhibit B)
 - a. Public Parking Ramp – includes approximately 450 cars on grade plus two supported levels. See exhibit C for program definition. Options for the parking ramp include a full roof cover and/or solar panels on top level.
 - b. Mill Street Improvements – includes work necessary to modify Mill Street to a one-way “Flexible Street” with pedestrian path, one-way drive lane and angled parking along one side of the one-way drive, landscaping, lighting and various pedestrian and bike improvements.
 - c. 8,000 SF Commercial Building – includes the creation and development of a two-story commercial building of approximately 4,000 SF on each floor.
2. The City intends to create the Wayzata Parking & Mobility Management District to provide, in part, funding for certain ongoing management, operations and maintenance costs regarding the Public Parking Ramp, in addition to other city owned parking, in the Wayzata CBD. The Wayzata Parking & Mobility Management District Ordinance, necessary to create this parking district, will define the term and conditions for use of parking within the limits of the proposed District.
3. As part of the PPP, Beltz will:
 - a. Enter into a Redevelopment Agreement with the City consistent with this term sheet and that defines the terms and conditions for the successful implementation of the Project.
 - b. Enter into a 99 year Ground Lease with the City for the land associated with the Commercial Building at a rate, terms and conditions that are acceptable to Beltz and the City. The Lease Area shall be comprised of approximately 4,000 SF of land area along with a commensurate amount of common area that would have been necessary to develop the building according to City of Wayzata Zoning Ordinance.
 - c. Provide a Construction Manager acceptable to the the City, in its sole discretion, who will enter into a Construction Management Agreement with the City that (1) defines the terms and conditions for the oversight and management of the Project, (2) which includes all engineering and design services, and construction

- management services and (3) which includes terms acceptable to the City, including but not limited to warranty provisions. The City will require a Construction Manager at-risk contract, with a guaranteed maximum price and Construction Manager will have risk of cost overruns following City approval of designs (unless City issues change orders). Beltz (or a Construction Manager as Beltz' agent) will be required to obtain competitive bids consistent with the Minnesota Uniform Municipal Contracting Law for all construction work associated with the parking ramp and Mill Street Improvements. Beltz will not be required to secure public bids for work on the Commercial Building or other improvements Beltz elects to make on property he currently owns including the Gold Mine property and the Postage Center property.
- d. Engage a qualified design team acceptable to the City in its sole discretion, to complete engineering and architectural design services for the Project. City will have full design approval prior to Construction Manager issuing guaranteed maximum price.
 - e. Secure any and all necessary entitlements, environmental review and permits from the City and any other impacted regulatory agency for the Project.
 - f. Manage any environmental remediation required to complete the Project.
 - g. Enter into a Parking Lease Agreement with the City to lease the non-exclusive rights to parking stalls within the Wayzata Parking & Mobility District that are required to meet the Zoning requirements for the 8,000 SF Commercial Building. In the event that Beltz also elects to redevelop the Gold Mine and Postal Center properties that will require additional parking per City of Wayzata Zoning Ordinance, Beltz will also agree to enter into a Lease Agreement with the City to lease the non-exclusive rights to those stalls within the Wayzata Parking & Mobility District from the City. The rates, terms and conditions for leasing parking will be defined within the Wayzata Parking & Mobility District Ordinance.
 - h. Accept the annual obligation of paying operations and maintenance for those parking stalls allocated to the 8,000 SF Commercial Building and any other parking stalls required by Beltz for redevelopment of the Gold Mine and Postage center properties, subject to the terms and conditions contained in the Wayzata Downtown Parking & Mobility District Ordinance.
 - i. Prepare final design and construction documents and technical specifications suitable for bidding and construction of the Project, subject to City approval.
 - j. Secure all necessary permits and build the Commercial Building and the Public Parking Ramp and associated improvements to Mill Street.
 - k. Complete construction of the Project and turn over all record drawings, construction-stage documentation, warranty documentation, final consent of surety.
 - l. Assume responsibility for payment of any portion of the Project that becomes subject to real property taxation.
4. As part of the PPP, the City will:

- a. Review and approve Beltz's selection of the engineering and design team for the Project.
 - b. Review and approve preliminary design of the Project.
 - c. Finance the total cost of the Public Parking Ramp and Mill Street Improvements, including but not limited to finance charges, administrative/design costs, construction manager fee, construction work and change orders during construction. Any City Change Orders during construction will require prior approval by the City or payment will not be made for the added work. The City will not provide any financing for the Commercial Building.
 - d. Review and approve the preliminary and final plans of the Public Parking Ramp and associated improvements to Mill St.
 - e. Complete DRAFT and final agreements including but not limited to (1) Construction Management Agreement, (2) Development Agreement, (3) 99 Year Ground Lease Agreement, and (4) Parking Lease Agreement
 - f. Complete inspections of the construction activity of the Public Parking Ramp and associated improvements to Mill St. to certify that public funds are being utilized exclusively for public improvements.
 - g. Make timely payments to the Developer for construction activities associated with the Public Parking Ramp and associated improvements to Mill Street through a mutually agreed upon disbursing agreement.
 - h. Make a Final Inspection of all work and require remedial action prior to final acceptance.
 - i. The City will retain ownership of the Public Parking Ramp and would annually assess the Operations & Maintenance costs according to the provisions within the Wayzata Parking & Mobility District Ordinance.
5. The cost issues that will need negotiation between Beltz and City are as follows:
- a. Fee for Construction Management Services (inc. A/E services)
 - b. Value of 99 Year Ground Lease
 - c. Value of annual Parking Lease per stall based on non-exclusive rights
 - d. Value of annual O & M payment per parking stall based on non-exclusive rights

Attachments

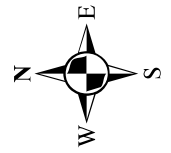
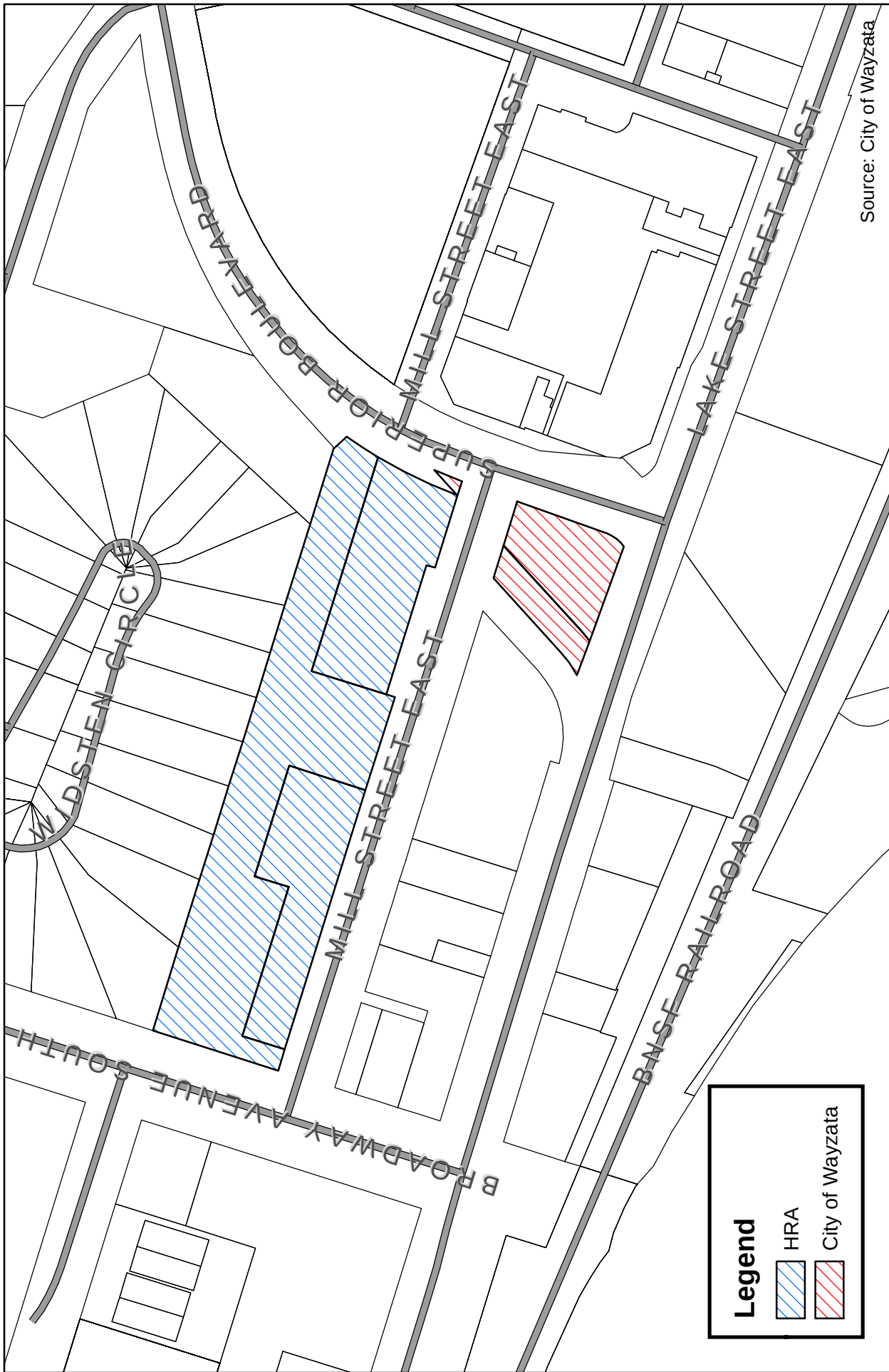
Exhibit A – City/HRA Land Holdings

Exhibit B – Project Pre-Design Plan

Exhibit C – Program of Uses for Parking Ramp and Mill Street

Exhibit A

City Land Holdings



Property Ownership

10/20/2015



Exhibit B
Programming & Pre-Design Plan



Exhibit C

Program of Uses for Project

- Grade Plus Two Supported Levels and 8,000 SF of Commercial Development: 447 (265 net) cars
- Enclosed Stair Tower on East Side
- Broadway Car Access to 2nd Level
- Bicycle Center in West Stair Tower
- Rest Rooms in West Stair Tower
- Valet Center in West Stair Tower
- Consolidated Trash & Recycle Center at mid-ramp location
- Enlarged footings & Foundations for future expansion (Option 1 only)
- Exterior Finishes to “Storefront Façade” image on South, East and optional West sides (exclude West side with Option Two above)
- Mill Street as “Flexible Street” includes 53’ Wide Pedestrian Pavement Area
 - o Dedicated 15’ pedestrian walkway
 - o Pedestrian Lighting, Benches, Bike Racks, and Landscaping
 - o Single One-Way Drive Lane (westbound) – 18’ Wide
 - o 60-Degree Angled Parking for 35 Parking Spaces (inc. 2 handicap stalls)
 - o Pedestrian Access to Ramp at Two Locations
 - o Access to Dedicated Waste/Recycling Center in Ramp
 - o Curb Return Protection for Easy Close-off for Activities



Broadway Ave Wayzata Development



JIM BELTZ
August, 26 2015

7241.00

Aerial View



Floor Plan_Ground Level



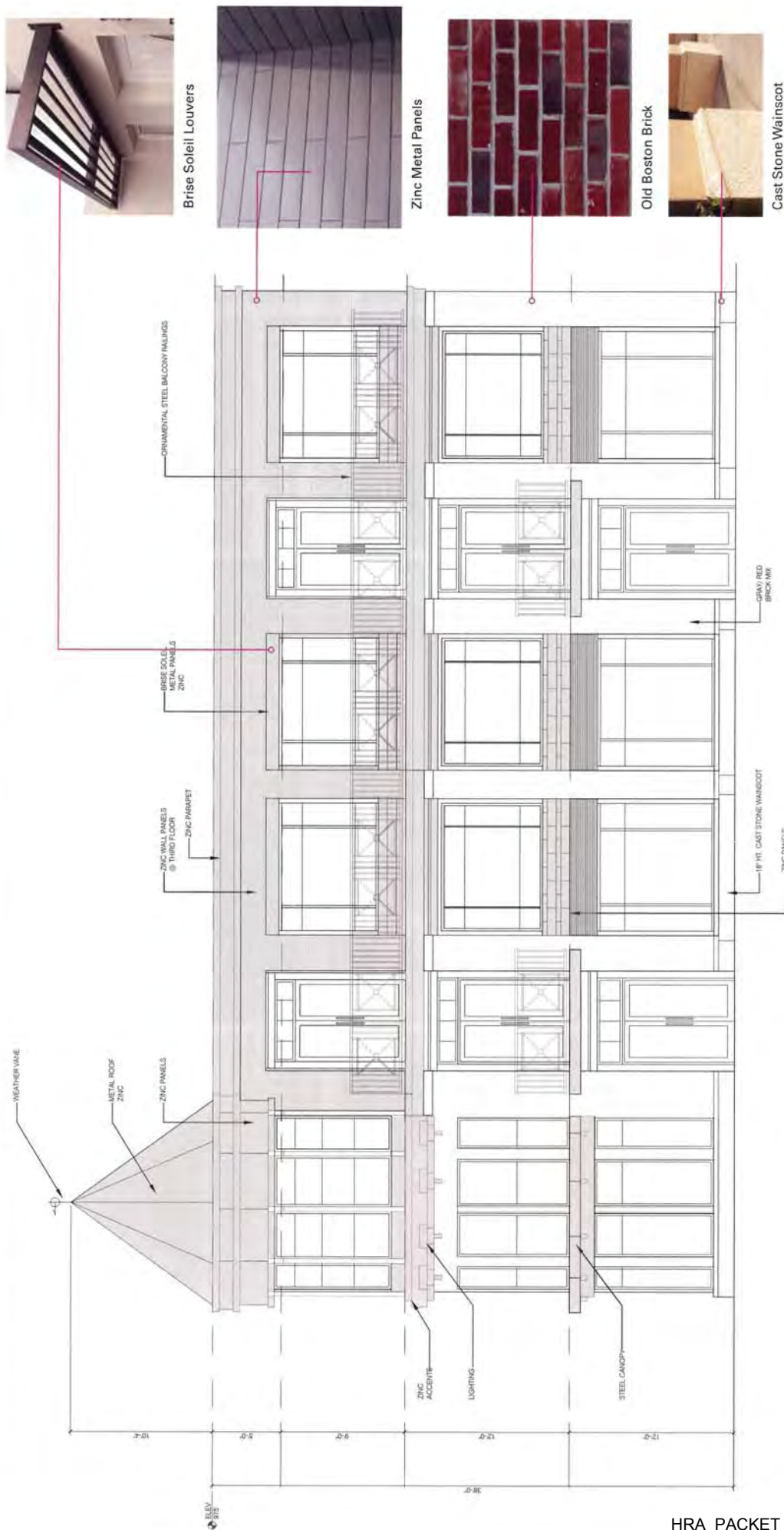
Floor Plan_Second Level



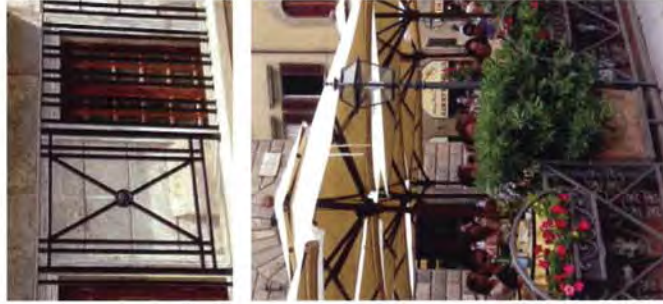
Floor Plan_Third Level



Exterior Elevation



Reference Imagery



Broadway Ave Towards Lake St.



Exterior Rendering From Broadway Ave



shea
7241.00

JIM BELTZ | WAYZATA DEVELOPMENT

AUGUST 26, 2015

page 9

Living Street View From Broadway Ave (Option A)



Living Street View From Broadway Ave (Option B)



JIM BELTZ | WAYZATA DEVELOPMENT

AUGUST 26, 2015

page 11

Shea 7241.00



Final Programming – Parking Ramp

- Grade plus One or Two Supported Levels
 - Option One : Grade Plus One Level – 328 (146 net) cars
 - Option Two: Grade Plus Two Supported Levels and 8,000 SF of Commercial Development: 447 (265 net) cars
- Enclosed Stair Tower with Elevator on West Side
- Enclosed Stair Tower on East Side
- Broadway Car Access to 2nd Level
- Bicycle Center in West Stair Tower
- Rest Rooms in West Stair Tower
- Valet Center in West Stair Tower
- Consolidated Trash & Recycle Center at mid-ramp location
- Enlarged footings & Foundations for future expansion (Option 1 only)
- Exterior Finishes to “Storefront Façade” image on South, East and optional West sides (exclude West side with Option Two above)



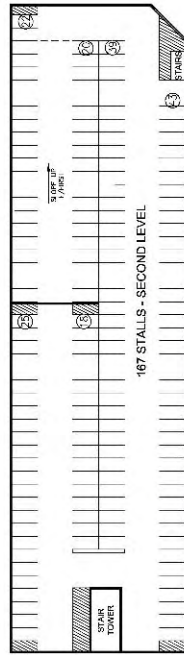
Option One – Two Level Ramp

Parking Total (Net)

328 (146)

Estimated Total Project Costs

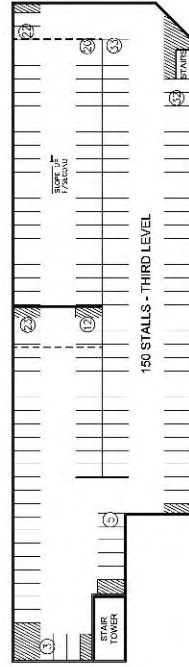
\$7,020,000





447 stalls (265)

\$9,720,000



SRE **ENGINEERS
PLANNERS
DESIGNERS**
Wayzata Parking Options
Wayzata, Minnesota
Consulting Group, Inc.

Site Concept A (Revised)
09/09/15



Mill Street as “Flexible Street”

- 53' Wide Pedestrian Pavement Area
 - Dedicated 15' pedestrian walkway
 - Pedestrian Lighting, Benches, Bike Racks, and Landscaping
 - Single One-Way Drive Lane (westbound) – 18' Wide
 - 60-Degree Angled Parking for 35 Parking Spaces (inc. 2 handicap stalls)
 - Pedestrian Access to Ramp at Two Locations
 - Access to Dedicated Waste/Recycling Center in Ramp
 - Curb Return Protection for Easy Close-off for Activities





Preliminary Plan of Finance

Option	Project Costs	2015 TIF Admin		Bond Amount		Bond Term	Annual P & I		2018 Annual TIF Admin From Wayzata Bay Center	Net Annual Funds Over/(Under)
		Cash on Hand	From Wayzata Bay Center Redevelopment (5%)							
1	\$ 7,020,000	\$ 1,500,000	\$ 50,000	\$ 1,550,000		15	\$ 456,223		\$ 71,241	
						20	\$ 378,172		\$ 149,292	
2	\$ 9,720,000	\$ 1,500,000	\$ 50,000	\$ 1,550,000		15	\$ 679,748	\$ 527,455	\$ (152,283)	
						20	\$ 563,228		\$ (35,763)	

Option 1: TIF 5 will pay 100% and the City will have funds remaining.

Option 2: Continue to pursue Widsten TIF amendment in 2016 Legislative Session to be used in the first 5 years (nearly \$500,000/year in TIF) to negate any shortfalls



Procurement Discussion

1. Review Procurement Options
 - Traditional design-bid-build (DBB)
 - Agent Construction Manager (ACM)
 - Construction Manager at Risk (CMAR)
 - Design-Build (DB)
 - Public Private Partnership (P3)
2. Basic Matrix of Values



Procurement Definitions

1. Design/Bid/Build (D/B/B)

- City issues RFQ for A/E firm to prepare 100% bid document
- City issues RFP for a General Contractor to build the project
- City manages both A/E and Construction contracts

2. Agent Construction Manager (ACM) – Works for Fixed Fee – all risk with City

- City issues RFQ or simply engages ACM
- ACM prepares and City issues RFQ for A/E Services
- ACM B ids Final Construction Packages and Builds
- City manages ACM, sub-contractor and A/E Contract

3. Construction Manager At Risk (CMAR)

- City issues RFQ for Agent CMAR or ACM
- CMAR and City issue RFQ/P for A/E Services
- CMAR bids and provides Guaranteed Maximum Price to City
- City manages separate Contracts for A/E and Construction Manager (not sub-contracts)

4. Design/Build or Construction Manager/Design Team (D/B)

- City completes 30% design plans and issues RFQ for D/B Contractor
- City selects Design-Builder Team and Approved GMP
- City manages a single D/B Contract and Inspects Work for Approval and Payment

Design/Build/Operate/Maintain (DBOM)

- same as D/B except: City negotiates an Operations and Maintenance Agreement at the time of the GMP

Public Private Partnership (PPP)

- City negotiates directly with Beltz or other Developer for complete project
- City works with PPP team during final design and construction
- City does not directly manage an A/E Contract or a Construction Contract but retains review and approval over all.



HRA_PACKET_10292015
Page 35 of 41



Schedule (A/E and CM)

CC Authorizes RFP for A/E & CM	October 2015
CC Approves A/E & CM Contract	November 2015
Coordinate Design with Lake Effect Team/ Public Open Houses	Nov. thru Jan. 2016
CC Review/Approve Schematic Design	February 2016
Site Plan Submittal to PC	February 2016
Public Hearings	April 2016
CC/PC Approves Site Plan/Order Final Plans	May 2016
Final Plans & Estimate Complete	August 2016
CC Approves Final Design, Budget & Bidding	August 2016
Start Ramp Construction	October 2016
Complete Construction	June 2017



Schedule (Public Private Partnership)

CC Authorizes Preparation of Term Sheet for PPP	October 2015
CC Reviews & Approves Term Sheet	November 2015
P3 Partner approves Term Sheet	November 2015
P3 Engages A/E Team and Coordinates with Lake Effect/ Public Engagement	Nov. thru Jan 2016
CC Review/Approve Schematic Design	February 2016
Site Plan Submittal to PC	February 2016
Public Hearings	April 2016
CC/PC Approves Site Plan & P3 Dev. Ag.	May 2016
CC Approves Final Plans for Ramp	August 2016
Start Ramp Construction	October 2016
Complete Construction	June 2017



Final Steps

**Select Preferred Parking Ramp Option
Finalize Plan of Finance based on Approved Option
Finalize Procurement Approach (DRAFT Term Sheet for PPP)
Finalize Report**

**WAYZATA CITY COUNCIL
WORKSHOP MEETING MINUTES
November 18, 2014**

5:00 PM – BELTZ REDEVELOPMENT CONCEPT

Mayor Willcox called the workshop meeting to order at 5:00 p.m. in the Community Room at Wayzata City Hall. Council members present: Amdal, Anderson, and Tanner. Absent and Excused: Mullin. Also present: City Manager Nelson and City Planner Gadow.

Ms. Nelson stated that in recent months, staff has met with representatives of the Beltz family to discuss their plans for redevelopment of the properties they own adjacent to their existing commercial buildings at 701 Lake St. E. The two properties considered for redevelopment include the Mail Center and Gold Mine Buildings (326 and 332 Broadway). Ms. Nelson indicated the Beltz family has expressed an interest in a potential partnership with the City for continued commercial north of Mill Street as part of a parking structure project on Mill Street.

Mr. Jim Beltz presented a concept plan for the potential redevelopment project and asked for feedback from the City Council.

The Council and staff reviewed the concept plan and discussed design, appearance, aesthetics, size, height, scale, massing, and hardcover. Mr. Beltz and representatives from Source Group indicated they would take into account the received feedback before submitting a formal application for review.

5:30 PM – INTERVIEWS FOR BOARDS AND COMMISSIONS

Mayor Willcox called the workshop meeting to order at 5:30 p.m. in the Community Room at Wayzata City Hall. Council members present: Amdal, Anderson, and Tanner. Absent and Excused: Mullin. Also present: City Manager Nelson, and City Planner Gadow.

The Council conducted interviews for the following finalists:

Time	Applicant	Commission/Board
5:30 PM	Sue Farrell	Communications Board
5:40 PM	Tyler Purdy	Parks & Trails Board
5:50 PM	Daniel Baasen	LMCD Board of Directors & Parks and Trails Board
6:00 PM	Tom Shaver	HRA
6:10 PM	Richard Diercks	HRA & Communications Board
6:20 PM	Kim Anderson	HPB
6:30 PM	Elizabeth Blaufuss	HPB
6:40 PM	Bruce Biser	HPB & Communications Board

The workshop meeting was adjourned at 6:55 p.m.

Respectfully submitted,



Becky Malone
Deputy City Clerk

WAYZATA CITY COUNCIL
WAYZATA CITY COUNCIL WORKSHOP MEETING MINUTES
September 1, 2015

5:00 PM REVIEW TREE REMOVAL REQUESTS

Mayor Willcox called the workshop meeting to order at 5:00 pm in the Community Room at Wayzata City Hall. Council Members present: Mullin, McCarthy, and Tyacke. Council Member Absent and Excused: Anderson. Also present: City Manager Nelson, Director of Public Service Dudinsky, Parks Lead Worker Kurt Klapprich, City Consultant Eric Zweber with WSB & Associates, Inc., and Management/Planning Intern Peters.

Mr. Dudinsky provided an overview about the tree maintenance activities along Lake Street from 2011 to the present. He showed pictures of an elm tree along Lake Street that the City arborist consultant recommended be removed because it is leaning severely towards Lake Street and the trunk is causing damage to the retaining wall. The Council and staff discussed our tree trimming practices.

The Council allowed several residents, who live at the Wayzata Commons, to speak on the issue of the City trees blocking the lake views along Lake Street and the Wayzata Depot.

The Council directed staff to have the City arborist consultant work with staff to do some thinning of branches on the trees in question along Lake Street. The Council also approved the removal of the elm tree on the south side of Lake Street that is leaning over the roadway. Staff stated that the tree will be removed after JJ Hill Days.

Terry Schneider, representing RBA, provided a presentation to the Council asking for the removal of certain trees near the Wayzata beach. After discussion with the City Council and staff, the Council determined none of the trees should be allowed to be removed.

5:45 PM REVIEW BELTZ BROADWAY REDEVELOPMENT CONCEPT

Mayor Willcox called the workshop meeting to order at 6:10 pm in the Community Room at Wayzata City Hall. Council Members present: Mullin, McCarthy, and Tyacke. Council Member Absent and Excused: Anderson. Also present: City Manager Nelson, Director of Public Service Dudinsky, City Consultant Eric Zweber with WSB & Associates, Inc., and Management/Planning Intern Peters.

Ms. Nelson said that staff reached out to the Beltz family to request potential concept designs for the redevelopment of properties they own adjacent to their existing commercial buildings at 701 Lake Street E. On August 13th, staff met with Mr. Beltz to review their concept designs for the redevelopment of 326 Broadway Ave. S. ("Mail Center") and 332 Broadway Ave. S. ("Gold Mine").

Mr. Beltz and his representatives presented their redevelopment concept and asked the Council to provide comments before they determine whether or not to make a formal application with the City.

The Council reviewed the redevelopment concept sketch provided by Mr. Beltz. The Council asked questions of Mr. Beltz's representatives regarding what building materials will be used, the height of the turrets, and the upper floor building setbacks. The Council stated they liked the overall concept and stated they would like to explore a public/private partnership with regards to the development of the Mill Street area and parking ramp.

**6:15 PM REVIEW PARKS & TRAILS BOARD CIP REQUESTS AND 2016 EQUIPMENT
REPLACEMENT SCHEDULE**

Mayor Willcox called the workshop meeting to order at 6:30 pm in the Community Room at Wayzata City Hall. Council Members present: Mullin, McCarthy, and Tyacke. Council Member Absent and Excused: Anderson. Also present: City Manager Nelson, Director of Public Service Dudinsky, Senior Accountant Ovshak, City Consultant Eric Zweber with WSB & Associates, Inc., and Management/Planning Intern Peters.

Parks and Trails Chairman Dan Baasen presented some 2016 Capital Improvement Projects as recommended and proposed by the Parks & Trails Board.

The Council reviewed the information presented. There was lengthy discussion about offering Parks and Recreation programs in Wayzata for the summer of 2016, such as tennis and pickle ball lessons.

Mr. Baasen reported that he and Mr. Dudinsky had met prior to the workshop with Tim Litfin, Executive Director of Minnetonka Public Schools. Minnetonka Public Schools provides the Parks & Recreation programs for the Minnetonka School District and they are interested in possibly providing Parks & Recreation programs in Wayzata for 2016. Mr. Baasen stated the Board proposes we start with a small Parks & Recreation pilot program for 2016.

The Council generally supported the idea, and discussed funding options.

The group did not discuss the 2016 Equipment Replacement Schedule, which will be scheduled for a future workshop.

The workshop meeting was adjourned at 6:55 pm.

Respectfully submitted,

Becky Malone 09-15-2015

Becky Malone
Deputy City Clerk