

WAYZATA CITY COUNCIL MEETING AGENDA
Wayzata City Hall Community Room, 600 Rice Street
Tuesday, November 17, 2015

WORKSHOP TOPIC FOR DISCUSSION:

1. Interviews for Boards and Commissions (5:30 PM)

7:00 PM - CITY COUNCIL MEETING

ITEM	DESCRIPTION	PRESENTER	JM	AM	KW	BA	ST	VOTE	PAGE #
1	Roll Call								
2	Approve Agenda								
3	Public Forum - 15 Minutes (3 min/person)								
a.	MCES Update on 2016 Project - Shoreline Dr.								
4	New Agenda Items (3 min/councilmember) - 1. Councilmember suggest item to add; 2. Must be seconded by another Councilmember; 3. Determine staff resources, scheduling & timeframe; 4. Discuss & vote to add to future agenda								
a.									
5	Consent Agenda								2
a.	Approval of City Council Workshop Meeting Minutes of November 4, 2015 & November 9, 2015, and City Council Regular Meeting Minutes of October 20, 2015 & November 4, 2015								
b.	Approval of Check Register								
c.	Municipal Licenses Which Received Administrative Approval (Informational Only)								
d.	Approval of Municipal Licenses								
e.	Police Activity Report								
f.	Building Activity Report								
g.	Consider Adoption of Citywide Public Art Policy								
h.	Approval of Resolution No. 45-2015 Adopting the Updated Lake Minnetonka Emergency Operations Plan								
6	Public Hearing								
a.	PUBLIC HEARING AND CONSIDER APPROVAL for an On-Sale Wine License and an On-Sale 3.2% Malt Liquor License for Ametrine, Inc. DBA "People's Organic Coffee & Wine Café"	Nelson							64
7	New Business								
a.	Finalize Programming and Pre-Design for Mill Street Ramp	Nelson							67
b.	Consider Approval of 2016 Revised Special Event Permit Application Form	Dudinsky							97
c.	Review Water Treatment Plant #2 Feasibility Study & Authorize to Complete Final Plans and Specifications, and Advertise for Bids	Dudinsky							114
d.	Consider Interim City Manager Appointment and Selection of Executive Search Firm	Willcox							126
e.	Consider Resolution No. 42-2015 Approving HRA Appointment	Nelson							127
f.	Consider Resolution No. 43-2015 Approving Planning Commission Appointments	Nelson							129
g.	Consider Resolution No. 44-2015 Approving Parks & Trails Board Appointments	Nelson							131
8	City Manager's Report and Discussion Items								
a.	Update on Telecom Site Feasibility Study								
9	Public Forum (as necessary)								
10	Adjournment								

Meeting Rules of Conduct:

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

Upcoming Meetings:

City Council - December 1 & 15, 2015
Planning Commission - December 7 & 21, 2015

WAYZATA CITY COUNCIL
DRAFT-WORKSHOP MEETING MINUTES
November 4, 2015

**4:00 PM INTERVIEW INTERIM CITY MANAGER CANDIDATES AND DISCUSS
RECRUITMENT PROCESS**

Mayor Willcox called the workshop meeting to order at 4:05 pm in the Community Room at Wayzata City Hall. Council Members present: Anderson, McCarthy, and Tyacke. Absent and Excused: Mullin. Also present: City Attorney Schelzel.

The Council conducted interviews with each of the following interim City Manager candidates: Jim Brimeyer, Chris Enger and Doug Reeder.

After interviewing each of the candidates, the Council discussed the next steps in the recruitment and hiring process for an interim City Manager.

The Council adjourned the meeting at 5:00 pm.

5:30 PM REVIEW OF PROCUREMENT OPTIONS FOR MILL STREET RAMP

Mayor Willcox called the workshop meeting to order at 5:30 pm in the Community Room at Wayzata City Hall. Council Members present: Anderson, McCarthy, Mullin, and Tyacke. Also present: City Manager Nelson, Director of Public Services Dudinsky, Director of Planning & Building Thomson, Interim City Planner Zweber, City Attorney Schelzel, Management/Planning Intern Peters, Attorney Lindgren, City real estate counsel on the project, and Consultant Kvilvang, City financing consultant.

City Manager Nelson stated that as a part of the October 20th regular meeting agenda item regarding the Draft Term Sheet for the Public/Private Partnership (P3) with Beltz for the Mill Street Ramp/Commercial Corner, there was significant discussion of the method of procurement for the ramp project. In response to that discussion, staff has arranged for workshop time to review the various forms of procurement that the City could utilize for the ramp project with the goal of further quantifying the potential benefits/drawbacks of the P3/Construction Manager at Risk form of procurement.

Mr. Kent Carlson with Anderson Companies provided his insight and experience regarding how the project may work, where there may be cost savings, and how to mitigate the costs and risks to the City for the project.

Ms. Kvilvang and Mr. Lindgren answered questions and offered their insights into the different financing and procurement methods.

The Council discussed the pros and cons of each approach, and expressed a desire to make a final decision at the next Council meeting on the ramp levels and commercial component variables.

The workshop meeting was adjourned at 6:55 pm.

Respectfully submitted,

Becky Malone
Deputy City Clerk

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WAYZATA CITY COUNCIL
DRAFT-WORKSHOP MEETING MINUTES
November 9, 2015

11:30 AM INTERVIEW EXECUTIVE SEARCH FIRMS

Mayor Willcox called the workshop meeting to order at 11:35 am in the Community Room at Wayzata City Hall. Council Members present: Anderson, McCarthy, Mullin and Tyacke.

The Council conducted interviews with the following Executive Search Firms:

Sharon Klumpp – Waters & Company, a Springsted Company
Richard Fursman – Brimeyer Fursman

After completing the interviews with the Executive Search Firms, the council adjourned their workshop meeting at 12:40 pm.

Respectfully submitted,

Becky Malone
Deputy City Clerk

**WAYZATA CITY COUNCIL
DRAFT - MEETING MINUTES
October 20, 2015**

AGENDA ITEM 1. Call to Order and Roll Call.

Mayor Willcox called the meeting to order at 7 p.m. Council Members present: Anderson, McCarthy, Mullin and Tyacke. Also present: City Manager Nelson, City Engineer/Assistant Director of Public Works Kelly, Interim Planner Zweber, and City Attorney Schelzel.

AGENDA ITEM 2. Approve Agenda.

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

Mr. Willcox reported Council met in Workshop prior to the City Council meeting and reviewed a redevelopment concept for the Meyer Brothers Dairy Site.

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

a. Commissioner Jan Callison's Annual Hennepin County Update

Ms. Jan Callison, Hennepin County Commissioner, gave a brief update on the Bushaway Project and the youth sports grant process. Ms. Callison also gave an update on service demands, stating that caseloads are up 42% for Hennepin County, cash assistance is down 26%, SNAP clients are down 19%, and health care clients are up 38%. She reported the proposed property tax levy increase is 4.5% for 2016 with a median valued home in Wayzata receiving a 4.5% property tax increase.

b. Bushaway Road Update

Ms. Trudy Richter, representative for Shafer Consulting Company, reported the status of the Bushaway Road project. She gave an update on the railroad bridge, curbing on the causeway, and the Indian burial site.

The Council suggested asking Hamline University to give a report on what was found at the Indian burial site and how it was managed.

c. Introduction of Jeff Thomson, Director of Planning and Building

City Manager Nelson introduced Jeff Thomson, the City's new Director of Planning and Building.

d. Boy Scout Troop 283 Presentation

Mr. Scott McCullough, Senior Patrol Leader, announced that Troop 283 is celebrating their 100 year anniversary. He requested that November 15 be designated by the City as Troop 283 Day, and announced they will have a 100 year anniversary celebration on that day from 5:00 p.m. to 8:00 p.m. at Wayzata Community Church.

The Council thanked Mr. McCullough and Troop 283 for their work in the community.

e. The Gold Mine Antiques

Ms. Kim Anderson, Chair of the Heritage Preservation Board (HPB), gave a brief history of The Gold Mine Antiques building located at 332 Broadway Avenue South, stating it is the oldest building left standing in Wayzata.

AGENDA ITEM 4. New Agenda Items.

None.

AGENDA ITEM 5. Consent Agenda.

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

- a. Approval of Joint Wayzata Planning Commission and City Council Workshop Meeting Minutes of August 17, 2015, and City Council Regular Meeting Minutes of October 5, 2015 and October 6, 2015
- b. Approval of Check Register
- c. Municipal licenses which received administrative approval (informational only)
- d. Police Activity Report
- e. Building Activity Report
- f. Resolution No. 35-2015 Adopting Municipal Fees for 2016

The motion carried 5/0.

AGENDA ITEM 6. Public Hearing.

a. Public Hearing on Special Assessment Roll for Unpaid Delinquent Utility Bills and Approval of Resolution No. 38-2015 approving Special Assessment Roll

City Manager Nelson reported the total unpaid utility bills thus far for 2015 is \$21,000.

The Council asked for clarification on the process for collecting. Ms. Nelson stated the amount owed is assessed to the property and collected from the owner with taxes owed in 2016.

The Council asked if there could be a process for rental property owners to confirm they have paid their utility bills on time before rental licenses are issued. City Attorney Schelzel stated he would look into that option.

Mayor Willcox opened the public hearing at 7:51 p.m. There being no comment, Mayor Willcox closed the public hearing at 7:52 p.m.

Mr. Mullin made a motion, seconded by Mr. Tyacke, to Adopt Resolution No. 38-2015 Certifying to the County Auditor Assessments for Unpaid Delinquent Utility Bill Charges. The motion carried 5/0.

AGENDA ITEM 7. New Business.

a. 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

City Manager Nelson reported the Beltz group is interested in pursuing an agreement with the City, but nothing formal has taken place yet. Staff is proposing to proceed with the entitlement process for the land in and around Mill Street by initiating the review and approval process for re-platting, re-zoning and Comp Plan amendment for the area north of Mill Street and east of Broadway as needed to allow for the construction of the Mill Street ramp.

Ms. Stacie Kvilvang, Ehlers & Associates, reported on the draft terms and conditions for the possible public/private partnership with Beltz for the Mill Street ramp and commercial corner. The proposal is for the Beltz group to construct a parking ramp with Mill Street improvements on behalf of the City.

The Council asked what the cost savings are by doing this project with a public/private partnership. Ms. Kvilvang stated because a significant portion of this project is a public project, there may not be a significant amount saved.

The Council asked questions about the specifics of the ramp. Ms. Nelson stated if there is going to be a commercial corner, it requires the larger ramp. If the Council does not want the larger ramp, staff recommends not having the commercial corner.

The Council asked about a cost benefit analysis for a roof on the ramp with a wall or security fencing because of the neighborhoods adjacent to the parking ramp. The Council also asked about solar alternative energy for the ramp, a traffic study for one-way traffic on Mill Street, and the Wayzata Parking and Mobility Management District Ordinance. In reference to the District Ordinance, Ms. Kvilvang clarified the Beltz group would need to negotiate what the

1 lease is going to be for any leased parking stalls in the ramp, as well as any operations and
 2 management costs they would be responsible for, whether or not the City has a Parking District
 3 Ordinance.

4 The Council asked if staff explored a public/private partnership model that required the
 5 Beltz group to be responsible to operate and maintain of the ramp. Ms. Nelson stated it had not
 6 been explored.

7 The Council asked if this was a TIF eligible expense. Ms. Kvilvang stated they had not
 8 explored that option, but it could be possible.

9 Ms. Nelson stated she sees the benefit of efficiencies in utilizing one construction
 10 manager for all of these projects and could get the percentages for the Council's consideration.

11 Mr. Mullin stated he understands why the adjacent residents are having difficulty
 12 understanding why the Council would even explore a public/private partnership and has heard
 13 some feedback that it was about the commercial edge. One reason he was more open to it is
 14 because it screened the potential concrete albatross from view. He also thought the project could
 15 be delivered more efficiently, with more of the cost being pushed on to the commercial district
 16 and off the residents. Just because there is money available from Presbyterian Homes does not
 17 mean it should all go into a parking ramp, and Council should be fiscally responsible and explore
 18 all cost saving measures. He is more confused now more than ever, because the facts presented by
 19 the City's consultant are inconsistent with the statements he just made.

20 By request of the Council, Ms. Nelson clarified the difference between a construction
 21 manager and a construction manager at risk project.

22 Ms. Nelson stated she will continue in conversation with the Beltz group and discuss the
 23 concerns and questions that were brought forth by the Council.

24 Mr. Schelzel stated to prepare for a variety of possibilities for the Mill Street Ramp, the
 25 best scenario for the entitlement process would be to combine the parcels through the platting
 26 process, approve any necessary Comp Plan and zoning amendments for the contemplated use.

27 Mr. Tyacke made a motion, seconded by Mr. Mullin, to direct staff to proceed with the
 28 entitlement process for the land in and around Mill Street by initiating the re-platting, re-zoning
 29 and Comp Plan amendment process for the area north of Mill Street and east of Broadway to
 30 allow for the construction of the Mill Street Ramp. Upon roll call vote, with Messrs. Mullin,
 31 Willcox, and Tyacke voting yes, and Mrs. McCarthy and Mrs. Anderson voting no, the motion
 32 carried 3/2.

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 34 The Council recessed at 8:49 p.m.

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 36 The Council reconvened at 9:02 p.m.

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 38 **b. Establish Committee and Board Structure, and Membership for Lake Effect Next**
 39 **Steps**

40 Ms. Mary deLaittre, Lake Effect Project Coordinator, reported on the proposed Technical
 41 Committee members and Steering Committee members for the Lake Effect: Signature Project and
 42 the schedule of the meetings to take place from November through April. The first community
 43 meeting is scheduled to be held on November 9, tentatively at the Depot.

44 The proposed Technical Committee members are: Renae Clark, Minnehaha Creek
 45 Watershed District; Andrew Gillett, Hennepin County; Greg Nybeck, Lake Minnetonka
 46 Conservation District; Jonathan Vlaming, Three Rivers Park District; pending for the DNR; and,
 47 pending for the Met Council.

48 The proposed Steering Committee Members are: Dan Baasen, Board Chair, Lake
 49 Minnetonka Conservation District and Senior VP Northland Securities; Janis Callison, Chair,
 50 Hennepin County Board of Commissioners; Sherry Davis White (pending), President, Board of
 51 Managers, Minnehaha Creek Watershed District; Holly Evans, Board Member, Wayzata Park and

Trails Board and Owner, Wai Nani; Tom Fisher, Director, Metropolitan Design Center College of Design, University of Minnesota; Lynn Gruber, Planning Commissioner, Wayzata Planning Commission and President, Summit Solutions; Susan Johnson, Community Leader; Jennifer Munt, Council Member Metropolitan Council; John Nolan, Principal Nolan Properties Group; David Osmek, State Representative; Keith Parker (or appointee) Regional Director, DNR; Sue Sorrentino, Board Member, Wayzata Heritage Preservation Board and Wayzata Historical Society; Boe Carlson, Superintendent, or Penny Steele, Commissioner Three Rivers Park District; Kenneth Willcox, Mayor, City of Wayzata; BNSF and two citizen representatives, pending.

Mr. Mullin made a motion, seconded by Mr. Tyacke, to approve the Technical Committee members and Steering Committee members for the Lake Effect: Signature Project and the tentative meeting dates.

Mrs. Anderson requested her following statement be made a part of the record verbatim: "I am going to vote against this because I do not feel that this is necessarily open enough or contains enough members of the actual community within our Steering Committee. I think it could have been structured in a little bit different way. All due respect to Mary and all the work she has put in to it, but this Committee has been working hard to be open and transparent about this process and the Lake Effect is supposedly the biggest thing that we are going to undertake with the biggest price tags. I don't see enough representation for our community to actually speak and be part of the actual input and process, and so I have concerns and reservations around that. I am not against the individuals that will be working on this, but for the structure and the openness of representation of the actual community that lives here."

The motion carried 4/1. (Anderson)

c. Heritage Preservation Board Update on Request for Burial Mounds Plaque at City Hall

Ms. Sue Sorrentino, Heritage Preservation Board representative, reported that on August 18, 2015 the Heritage Preservation Board (HPB) received Council approval for the placement of a plaque for the former burial mounds located at the City Hall campus site. Since that time, she has consulted with various individuals regarding the plaque text, including several with the Native American Community, and is requesting approval for the proposed revised text for the plaque.

The Council noted there are three different titles that referred to Native Americans. Ms. Sorrentino said she will look into possibly only using one of those titles. The Council thanked Ms. Sorrentino and the HPB for all of their research.

Mrs. Anderson made a motion, seconded by Mr. Tyacke, to approve the text on the Burial Mound Plaque to be located at City Hall. The motion carried 5/0.

d. Consider Approval of Transaction with MnDOT for Acquisition of Outlot and the Subsequent Sale to Unitarian Universalist Church of Minnetonka – per Settlement Agreement

City Attorney Schelzel reported Minnesota Department of Transportation (MnDOT) has offered to sell one of the two properties that the City is obligated to negotiate for under the City's settlement agreement with the Unitarian Universalist Church of Minnetonka (UUCM). UUCM has indicated it will purchase the property that is being offered to the City by MnDOT for \$211,279.20. Staff recommends approving the purchased agreement, subject to City Attorney final approval, and directing staff to proceed with the purchase of the property from MnDOT upon UUCM's execution of the purchase agreement.

Mr. Schelzel noted they are still waiting for feedback from UUCM's attorneys on the purchase agreement and do not have the final form of the deeds from MnDOT.

The Council asked if this sale would completely satisfy all the obligations under the previous settlement agreement. Mr. Schelzel stated it will satisfy the City's obligations with

1 respect to this particular piece of property, but the settlement agreement also obligates the City to
 2 negotiate for a parcel that is on the other side of the UUCM property.

3 The Council asked if it would be prudent to ask the Church to put the money in escrow.
 4 Mr. Schelzel stated the purchase agreement was not structured that way because of the quick
 5 timing of the sale and the unique context of the transactions and the terms of the settlement
 6 agreement, which make the risks to the City of default by UUCM under the purchase agreement
 7 very low.

8 Mrs. Anderson made a motion, seconded by Mr. Tyacke, to Adopt Resolution No. 40-
 9 2015 Approving Purchase and Sale of Property Pursuant to Settlement Agreement with Unitarian
 10 Universalist Church of Minnetonka, with the inclusion that the purchase agreement attached to
 11 the resolution is subject to final revisions that are acceptable to the City Attorney that do not
 12 make any material changes to the terms of the purchase agreement. The motion carried 5/0.

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 14 **e. Ferndale Road Construction Project Update**

15 City Engineer/Assistant Director of Public Works Kelly reported on the pace and staging of
 16 construction for the Ferndale Road and Bovey Road reconstruction project. After the project had
 17 started, CenterPoint Energy told the City of some facilities that had to be replaced, and this
 18 delayed the scheduled work. CenterPoint Energy's work is now done and the road construction
 19 project should be completed by October 30.

20 Mr. Kelly reported on the measures in place to ensure projects get done on time. Placing
 21 penalties on the contractor is the best way to get a project completed on time.

22 The Council stated the timing of the project was not the issue. It was the long amounts of
 23 time with no work being done and equipment parked where it should not have been. Mr. Kelly
 24 stated it may have appeared at times that no work was being done, but City staff was working
 25 behind the scenes trying to push the contractor to get on site to perform some type of work.

26 The Council stated there was a lack of information to the residents and suggested sending
 27 an email updating them on the project. Mr. Kelly said an email is sent weekly to the surrounding
 28 neighborhood, but only about 30 of the residents had requested to be on the email list.

29 The Council suggested a written form of the report that Mr. Kelly just gave be sent to the
 30 residents. It was also suggested that in the future the Council be made aware of email updates on
 31 projects so they can direct residents to participate in receiving the updates.

32
 33 **f. Consider Grant Applications for the 2016 Hennepin County Youth Sports Program**

34 City Engineer/Assistant Director of Public Works Kelly reported on two proposed applications:
 35 one is for a sailboat for the Community Sailing School; and, one is for skating equipment at
 36 Klapprich Park. The applications have been reviewed by the Chair of the Parks and Trails Board
 37 and are consistent with the Lake Effect Design Framework. Staff is requesting that Council
 38 review the applications and provide direction to execute the agreement and submit the
 39 applications.

40 Mrs. Anderson requested the Parks and Trails Board review the applications to gain an
 41 understanding of what the process is for future requests. She also asked who the equipment was
 42 for and who was going to coordinate the use of it, since it is not the responsibility of the Parks
 43 and Trails Board.

44 Mr. Tyacke supported approval as this is benefitting a lot of kids.

45 Mr. Mullin summarized the process that took place for this request.

46 Mr. Kelly stated due to the approval process of grant applications, this equipment will not
 47 be available for this winter season.

48 Mr. Tyacke made a motion, seconded by Mr. Mullin, to approve the Grant Applications
 49 for the 2016 Hennepin County Youth Sports Program with the guidance of the Parks and Trails
 50 Board. The motion carried 5/0. The Council requested a verbatim transcript of this discussion:

1 Nelson: Mayor, members of the Council, included in your packet was some information
 2 about the 2016 Grant Solicitation for Hennepin County's Youth Sports Program. This is a
 3 program that the City has participated in the past. If you recall, the City made application and
 4 received some funding for some improvements on Klapprich Field for some lights and some
 5 equipment around the ice skating/hockey program. So, it's a program that City is familiar with.
 6 The timeline for this grant application is...they are due in early November, November 2nd. So,
 7 the timeline is coming here quickly so this did come on to the agenda kind of because of that
 8 timeline for getting the applications submitted. I know Councilmember Mullin did do some work
 9 on this item with our Parks and Trails Board Chair. I did send out an email earlier today from the
 10 Chair of the Board, and I did have some further conversations with him as well. In brief, the two
 11 applications that are included are one that would be sort of a collaborative effort with the
 12 Wayzata Sailing School and then two for some additional ice hockey related equipment, skating
 13 related equipment for the little beach area, which is next to the Sailing School area down there on
 14 the lake.

15 Mullin: Actually it's at the Klapprich Park and the Wayzata Beach for the skating side of
 16 it.

17 Anderson: So, is the little beach involved at all?

18 Mullin: No.

19 Willcox: It is a sailboat for the Sailing School and hockey equipment for Klapprich.

20 Nelson: Sorry about that. I misstated that little beach versus regular beach. So, those two
 21 applications are included. In my discussions with Chair Baasen with the Parks and Trails Board,
 22 he noted that if the Council is open to considering these applications, that these could be
 23 forwarded on to the Parks and Trails Board. Their meeting has been scheduled for this month. It's
 24 on October 28. It was moved a week because of some folks being out of town and so they would
 25 be willing to take a look at that there. One of the requirements is that we do have to sign off on
 26 these applications as the LGU, the Local Government Unit. So we have to say that yes we've
 27 reviewed it and we are committed to providing the match and supporting the program and so
 28 that's why they need to come in front of the Council body for approval. I think with that, I can
 29 stand for any questions or I know Councilmember Mullin is more familiar with the applications
 30 themselves and might be able to provide any comment.

31 Mullin: The only thing I would add is I started this process back in August I believe, late
 32 August, early September, trying to work with Chair Baasen. Unfortunately, I don't believe it ever
 33 reached the agenda of that particular group. But I was also approached by the President and
 34 another Board member of the Sailing School because they were made aware of that grant
 35 application, and helped them just facilitate through the process. In addition to that, I worked with
 36 Dave Dudinsky and I went through the prioritized project list that the Parks and Trails Board had
 37 already approved. And we went through a process based on the ranking criteria from the
 38 Minnesota Amateur Sports Commission, which is the grant administrator on behalf of the
 39 County, and we just did a ranking on what would be eligible for fall. And the only thing that was
 40 on the Parks and Trails' prioritized list that was provided to all of Council some time ago was a
 41 concept that they had to add skating to Wayzata Beach which is in front of the...where the H
 42 dock is and whatnot.

43 So to further provide you some more context and information, Commissioner Callison,
 44 today I asked her to make some comments on this. Since we last applied for this program there
 45 are two grant cycles, a fall grant cycle and a spring grant cycle. In both cases, a local government
 46 unit alone or a local government unit in partnership with a non-profit, can apply for either
 47 facilities or equipment, or both. And if you had time to go to their website, it explains it in a lot of
 48 detail. To further educate you, Commissioner Callison is correct, that there is another grant cycle
 49 that begins in the spring. What they've done is they've parsed out playground equipment and
 50 water into the spring and kind of gave it a standalone review process. So, there are other projects
 51 on the Park and Trails Board list that meets that criteria for spring.

1 My last comment would be the last time I walked through this exercise with Mr. Kelly
 2 back in '09 or '08 or whenever it was, we actually had two applicants at the time. We had one for
 3 the City who was acting alone and then we had one from a non-profit organization that wanted to
 4 build a skate park, like you know for skateboarding or whatever. And the Council went through
 5 that review process and ultimately decided that they didn't favor the skate park application and
 6 they shelved it. They did like the Klapprich Field and they actually built was lights, boards,
 7 equipment and a pedestrian access way for a safer way for kids to go use the warming house.

8 So with all of that said, I think it is at this body's discretion to decide if we would like to
 9 support these applications, would be one step, or we can choose to send it to the Parks and Trails
 10 Board. The only thing that is confusing for me about that, is that I didn't know it was in their
 11 purview to review non-profit applications. I mean we get non-profit applications for all kinds of
 12 things from Blake School to Hammer to the Trolley group, etc., and that typically has been dealt
 13 with on the Council level. I defer to your guys' judgement on how you'd like to handle it. The
 14 last piece of information...the Sailing Center is requesting no funds from the City of Wayzata.
 15 They are pledging their own grant dollars. The City is just acting as a pass through to administer
 16 the grant on behalf of the Minnesota Sports Commission and Hennepin County. So we can
 17 choose to do that or we can choose to say we choose not to do that. It's up to you guys.

18 Willcox: A question I have related to that...if we were to, as a point of courtesy, pass this
 19 through the Parks Board, would we have enough time to do that and get back as a body to
 20 approve this? We wouldn't, would we?

21 Nelson: No. So passing that along would have to come with some sort of direction that
 22 with Parks and Trails Board review, that what you see here wouldn't increase, but maybe they
 23 could adjust it a bit, but maybe you were fine with submitting the applications. I would need that
 24 authority to do that because you are sort of committing yourselves. But, if you wanted to send it
 25 to them to say yes this seems to be in alignment and we support it, but it couldn't be greater than
 26 what you see here, but it could be less than what you see here I guess. I think that those would be
 27 some good parameters to consider.

28 Willcox: The Parks and Trails Board is an advisory board. They give us their opinions,
 29 but we actually make the decisions here. I mean generally if we were doing this according to the
 30 way I would prefer, I would draw this thing up, and I send it to the Parks and Trails and say what
 31 do you think and they would say what they thought. And, we would then make a decision based
 32 partly on that. In this case I don't think we have the luxury of doing that. This was a little bit
 33 opportunistic. At the last minute, we had to scramble to pull this together, and we did. Or,
 34 Andrew did with Dave and Mike's help. So here we are and I think we can certainly pass this by
 35 the Parks and Trails Board, but at this stage it is more a courtesy than anything. And I think we
 36 just need to deal with it here tonight. That's my sense.

37 Mullin: Yeah, and just one other thing that popped into my head. Like I said, I was trying
 38 to work through the Board Chair, but I also consulted Parks Board member Jim McWethy as well
 39 as Randolph as well as Holly Evans just to get their perspective and they were all generally
 40 favorable. I think it's unclear about what their role is in this type of process. So again, completely
 41 up to this Council on how they'd like to handle it.

42 Anderson: I do have a little bit of an issue with this simply because it's not so much
 43 whether they would approve a grant. No one's questioning that. Obviously, that's coming to the
 44 Council, we give final approval. Their role is to basically make recommendations and advise and
 45 focus on our parks and trails and programming for those areas. They have started looking at
 46 programming. They've requested from this body, dollars to have a shared program director.
 47 They've started down that path. They were working on items like this and this feels like stepping
 48 on toes because we don't know what they are working on, what they are trying to do, priorities,
 49 and what recommendations they are making back to us. So, I can see where they would a little bit
 50 taken aback by how this process went forward. I don't know if I feel comfortable either that Parks
 51 Board members were talked to individually to get a consensus so to speak without it being

presented to them as an agenda item. I understand the timetable crunch. But, stuff happens sometimes and you miss deadlines. So, I understand we are acting basically as an agent for the Sailing School, so be it. But, the issue around the equipment and programming...what happens if this does get approved? Is the Parks and Trails Board supposed to roll this into their recommendations and how they are going to program things? That's still up in the air on what they are doing. I feel comfortable in putting the language in that says if the Parks and Trails Board feels comfortable with this, they know what to do with it, they can move forward with it. I'll give my sign of approval in advance. But, let them review it and see what they are working on. The Sailing School one, they are probably not going to have a problem with. But, the other one, how can they incorporate it into what they are working on and putting hours into? They are volunteering their time and it kind of makes them feel like they are spinning their wheels for nothing if this comes at them. And, give them the opportunity to review it. And then we come up with a better process maybe in the future. But that's where I stand on it. I want them to have the opportunity to review it, let them know how we feel about it, whether we are blessing it or not blessing it, whatever, and then understand what the process is going forward with something like this.

Tyacke: The fact that they've delayed their meeting from the 21st to the 28th of October does not help us. That is beyond our control. As I look at this, it seems to me that it is benefitting an awful lot of kids. I see a thousand kids annually for the hockey and there is three or four school districts that benefit from the sailing program. So, I see it as a very broad benefit for the Lake communities and I am comfortable with approving it but asking them to review it within the time constraints that they have. I think it needs to get in so that's why I think we should approve it.

Anderson: How is the hockey stuff going to be utilized? Has that been flushed out?

Mullin: I clarify this and I appreciate your concern but we need to work back from a factual representation of exactly what occurred. Please allow me to clarify. The recommendation for hockey and for skating aids was directly of the Parks and Trails prioritized list. One of their projects that they wanted to move forward that we all saw and reviewed, they even had a budget for it, was to open skating at the beach. The other projects on the list that they reviewed and that we have already reviewed, was the rehabilitation of playground equipment at Klapprich Field. And, it was to create, Mike you are going to have to help me out, some sort of water feature at the beach like a splash fountain or something. I forget what the terminology is, it's on their list. We reviewed it from Commissioner Baasen. I don't know what it's called.

Kelly: I'm not aware of that one, I'm sorry.

Mullin: I'm sorry I don't know the terminology, but as Commissioner Callison stated earlier today, those two projects are only eligible for spring applications. So, what Dave and I just brainstormed, and it's just simply an idea, that if you are going to put skating at Wayzata Beach, it would be helpful to have the skate trainers, some pond hockey nets and some hockey nets to facilitate some youth participation in skating and hockey. That's how we arrived at that conclusion. If this body doesn't support that, I completely understand and respect that. In no way was I intending, nor Dave, to usurp anyone's authority. In fact, I've been attempting to communicate through Commissioner Baasen since late August and into early September. And, when we were running out of air speed and altitude, for lack of a better term, I took it upon myself to work with Dave to just surface this for your review. And, if you choose to support it, great, and if you don't, I completely understand.

Anderson: I'm not saying we wouldn't support it. My question is what do we have set up to actually utilize this equipment. This involves organizing, somebody being there offering up the equipment, recruiting children, plowing the beach area so there is actually a rink. That is what I'm talking about. Just because you supply the equipment doesn't mean that it is going to happen automatically. So, that's just not something that I heard anyone discuss that's in the scope of anything taking place. So, we could have this equipment and that would be great for the season,

1 but there may not be recruitment. How do we get the kids there. Who is going to organize the
 2 kids. I mean, it's that sort of stuff. I'm just talking about the nuts and bolts. That's why I am
 3 trying to understand because I don't think that falls into the Parks and Trails Board responsibility
 4 either, and they are trying to get someone in place as a shared part-time program coordinator. I
 5 just don't know what the timing is of that either. So I'm not against it or saying I don't support it.
 6 I'm simply saying we don't have things in place to make it happen. And, that's my concern is we
 7 may be rushing it and I think it's a great idea. I'm not against kids playing hockey or having free
 8 equipment, for the love of Pete. I'm simply saying we don't have the things in place to make it
 9 happen.

10 Kelly: At least from my past experience from the grant program that we had back in
 11 2009, the application deadline is here in November. They have a process of reviewing those
 12 applications and selecting projects at the County Board level. I would highly doubt that these
 13 pieces of equipment would be available for this winter season. What it does is it gives us the
 14 opportunity to get that equipment and replace some equipment at the Klapprich Park facility that
 15 could definitely be used next season. I just wanted to let you know that that review process and
 16 approval process of these grant applications will likely happen into late winter into early spring
 17 before we find out a determination. So if that helps you at all. We are not forcing programs on
 18 anyone or any board or Public Works staff to do maintenance this season.

19 Anderson: Okay. Thank you. That's helpful.

20 Willcox: Other comments?

21 Tyacke: The application, it is just acknowledging that the City, the local government unit,
 22 is prepared to be the fiscal agent for the award to disperse funds and ensure the funds are used for
 23 the programming indicated. I think we can involve the Parks and Trails Board in the disbursement
 24 of the funds also and approve that. We are just taking that step to apply for the grant. We haven't
 25 actually disbursed the funds. I think they would have the opportunity to approve it but they
 26 wouldn't have to slow up this process if they could look at it during the period that the grant is
 27 under review.

28 Willcox: Well, I think it is opportunistic and as Councilmember Tyacke said, it benefits a
 29 lot of kids and it's worth pursuing. I think, unfortunately, we don't have the luxury of having it go
 30 through the Parks and Trails the way we might otherwise prefer, but I think we send it to them for
 31 them to review on the 28th. And, if they have a showstopper, I'd like to know about that, but
 32 otherwise I think that they could probably accommodate it. And in any event, Klapprich for sure
 33 needs it and the sailboat, I'm sure can use it as well. Would someone like to make a motion to
 34 approve these applications with the guidance that we will pass it through the Parks and Trails
 35 Board for their comment? And, unless we hear something of a showstopper, we will proceed to
 36 submit these to the County.

37 Tyacke: So moved.

38 Mullin: Second.

39 Willcox: Further discussion? All in favor say aye.

40 Council: Aye.

41 Willcox: Opposed? Okay. Thank you very much.

42 43 **AGENDA ITEM 8. City Manager's Report and Discussion Items.**

44 **a. City of Wayzata 2015 System Statement**

45 Interim Planner Zweber reported on the City of Wayzata 2015 System Statement. This statement
 46 included an overview of each of the system plan updates and specific system changes that affect
 47 the community. The systems included are: 1) Transportation, including highways, aviation and
 48 transit; 2) Water Resources, including wastewater, surface water and water supply planning; and
 49 3) Regional parks and trails. Mr. Zweber stated he has not identified any item that needs to be
 50 appealed.

By request of the Council, Mr. Zweber defined affordable housing. He explained it is based on the area median income, so it will be different between cities.

b. Highway 12 Corridor Safety Coalition

City Manager Nelson stated there will be meeting November 2 at 10:00 a.m. at the West Hennepin Public Safety Department.

c. Update on Board and Commission Vacancies

City Manager Nelson reported there is one position open for the Housing and Redevelopment Authority, two for Planning Commission, two for Heritage Preservation Board, five for Charter Commission, one for Communications Board, and two for the Parks and Trails Board.

d. Update on MCS Project

City Engineer/Assistant Director of Public Works Kelly reported on the details of the MCS project that will begin in January 2016 and be completed in December of 2016. It extends from Orchard Road in Orono to the west side of Ferndale Road in Wayzata. This information will be available on the website. There will be a meeting at Orono City Hall on November 5 at 6:30 p.m.

e. Update on East Block of Presbyterian Homes Project

City Engineer/Assistant Director of Public Works Kelly reported on the proposed tree removal for this project.

The Council stated it does not recall that this many trees were to be removed. Mr. Kelly stated it is consistent with the East Block plan approved by the Council.

Mrs. Anderson, Mr. Mullin, and Mrs. McCarthy agree that out of respect for the neighborhood, it is important to save the buffer through the winter.

Mr. Tyacke suggested only removing the trees needed for construction and then removing the wetland trees at a later date.

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

There were no comments.

AGENDA ITEM 9. Adjournment.

Mr. Tyacke made a motion, seconded by Mrs. McCarthy to adjourn. There being no further business, Mr. Willcox adjourned the meeting at 11:04 p.m.

Respectfully submitted,

Becky Malone
Deputy City Clerk

Drafted by Shannon Schmidt
TimeSaver Off Site Secretarial, Inc.

WAYZATA CITY COUNCIL
DRAFT - MEETING MINUTES
November 4, 2015

AGENDA ITEM 1. Call to Order and Roll Call.

Mayor Willcox called the meeting to order at 7 p.m. Council Members present: Anderson, McCarthy, Mullin and Tyacke. Also present: City Manager Nelson, Director of Planning & Building Thomson, Interim Planner Zweber, Management/Planning Intern Peters, and City Attorney Schelzel.

AGENDA ITEM 2. Approve Agenda.

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

Mr. Willcox reported Council met in Workshop prior to the City Council meeting and interviewed Interim City Manager candidates and reviewed options for funding of a City parking ramp.

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

Terri Huml, 293 Grace Point Court, expressed her and other business owners' support of a grade plus two level City parking ramp.

Mayor Willcox reported he received a letter from Karen Walker that expressed concern about moving the cellular equipment on the City water tower to a new cell tower on the school property.

AGENDA ITEM 4. New Agenda Items.

Councilmember Anderson requested City Manager Nelson provide a report to Council on her tenure here in order to have a smooth transition to the new Interim City Manager.

AGENDA ITEM 5. Consent Agenda.

Mrs. Anderson stated she had concern with the October 20 regular meeting minutes with regard to item No. 7f Consider Grant Applications for the 2016 Hennepin County Youth Sports Program. Mr. Mullin requested this be transcribed verbatim.

Mr. Tyacke reference page 7, line 7 of the meeting packet stating TIFF should be TIF. He also reported lines 11 through 13 were misstated. Ms. Nelson suggested staff review the meeting minutes and have them on the Consent Agenda at the next Council meeting.

Mr. Mullin made a motion, seconded by Mrs. Anderson, to approve the amended consent agenda, removing the October 20, 2015 Regular Meeting Minutes:

- a. City Council Workshop Meeting Minutes of October 6, 2015 and October 20, 2105 ~~and City Council Regular Meeting Minutes of October 20, 2015~~
- b. Approval of Check Register
- c. Approval of 2016 Liability Insurance Coverage Waiver Form

The motion carried 5/0.

AGENDA ITEM 6. New Business.

a. Consider First Reading of Ordinance No. 756 - Telecommunications

Interim Planner Zweber reported on the proposed Ordinance to repeal a section of the City's existing Telecommunications Ordinance and replace it with a new Telecommunications Ordinance that would address the new federal regulations and technology that is now available. He reported on the changes made by staff with input from the Planning Commission, and stated the proposed new Ordinance would allow the antennas to extend fifteen feet above a structure on

1 which they are mounted if certain conditions were met. Mr. Zweber summarized the October 19
2 Planning Commission meeting discussion and the revisions proposed by the City's
3 telecommunications vendors.

4 The Council asked questions about zoning areas in relation to stealth technology, and the
5 proposed Ordinance's feasibility standard for underground equipment. Mr. Paul Kaminski, Best
6 & Flanagan, stated telecom providers are concerned about having underground facilities and will
7 most likely not find it feasible.

8 The Council asked for clarification with antennas on existing buildings and the C-1, C-3,
9 and PUD zoning within 300 feet of Wayzata Boulevard. There are areas along Wayzata
10 Boulevard that could be redeveloped in the future and become PUD. The Council expressed
11 concern with being able to put antennas there given the proximity to residential areas and would
12 like this to be discussed further. City Attorney Schelzel stated a PUD gives the City a lot of
13 control, and any proposed PUD site would still need to go through a process of approval for the
14 installation of a new tower.

15 The Council expressed concern about traffic in residential areas and asked if lift stations
16 and utility boxes are included in the definition of a utility structure within a public right-of-way.
17 Mr. Zweber stated they are included, but because they are not very tall, they would likely not be
18 used.

19 The Council referred to page 50, line 20 and stated some multi-family residences are
20 PUDs. Mr. Zweber clarified that with a PUD, an approval process would still be needed for the
21 installation of a tower.

22 The Council stated it seemed that the storage of underground equipment by the vendors
23 was very unlikely and should not be included in this Ordinance.

24 The Council asked why 300 feet from Wayzata Boulevard was used as the standard. Mr.
25 Zweber stated Wayzata Boulevard is a higher elevation in relation to the rest of the City. It was
26 intended to allow the block on both sides of Wayzata Boulevard as the only location where
27 antennas on buildings were allowed.

28 The Council stated a goal of the Ordinance is to provide quality cell service to the
29 residents of Wayzata and this may not be delivered when antennas are restricted to 300 feet from
30 Wayzata Boulevard. It referred to page 50, line 26, and asked why these areas in the Downtown
31 Commercial district would be prohibited if there is a problem with coverage, and suggested the
32 language should state it would be preferred if antennas were located within the designated area
33 along Wayzata Boulevard, but that the Downtown Commercial district could be considered if
34 needed.

35 Mr. Schelzel stated the Ordinance could include language that would allow for a CUP
36 within a prohibited area if it was demonstrated by the vendor that coverage would not be
37 available otherwise. The Ordinance could also be amended in the future, if needed, to address
38 coverage issues.

39 The Council suggested language be added that the intent is everyone be provided with
40 equal cell coverage. If after going through the criteria of the Ordinance there are still issues with
41 equal coverage, then something else could be looked at. Mr. Kaminski cautioned against
42 requiring vendors to provide equal coverage and recommended stating the goal of the Ordinance
43 is quality coverage for everyone.

44 Mr. Zweber summarized the concerns raised by the Council and changes that had been
45 requested to the proposed Ordinance.

46 Mrs. Anderson made a motion, seconded by Mr. Tyacke, to direct staff to prepare a
47 revised Telecommunications Ordinance that would: 1) remove the language about underground
48 equipment; 2) add language that would allow antennas in an otherwise prohibited area if a vendor
49 can demonstrate there is a coverage need that cannot be solved any other way; and, 3) add
50 language under Purpose and Intent section stating the goal is to have quality service throughout
51 the City. The motion carried 5/0.

1
2 The Council recessed at 8:20 p.m. and reconvened at 8:26 p.m.
3

4 **c. Consider Resolution No. 39-2015 240 Manitoba Avenue South Variance**

5 Interim Planner Zweber reported on a variance request by applicant, David Frey, 240 Manitoba
6 Avenue South, to install a second stall on his garage. This proposed second stall would require
7 two variances: 1) a 20-foot rear yard setback requirement decreased to 10.2 feet; and, 2) a 30
8 percent lot coverage requirement increased to 31.4 percent for a residential structure in the C-1
9 Office and Limited Commercial District. The Planning Commission recommends approval of the
10 proposed Resolution.

11 Mr. David Frey, 240 Manitoba Avenue, stated the reason for his request is to have a place
12 to park in the winter.

13 The Council stated they support this variance request.

14 Mr. Tyacke made a motion, seconded by Mrs. McCarthy, to adopt Resolution 39-2015
15 approving a rear yard setback variance and a lot coverage variance at 240 Manitoba Avenue
16 South. The motion carried 5/0.
17

18 **b. Consider First Reading of Ordinance No. 757 – Tree Preservation**

19 Interim Planner Zweber reported the purpose of this proposed Ordinance is to update the City's
20 existing regulations on abatement of diseased trees and to create a new section of the zoning
21 ordinance that would protect and preserve the most valued trees in Wayzata, and provide a
22 framework for replacing such trees removed by developers and property owners.

23 Mr. Zweber reported on the differences between diseased tree abatement and healthy tree
24 preservation, when the proposed Tree Preservation Ordinance would go into effect and how the
25 Ordinance works. The Planning Commission recommended the following additions to the
26 Ordinance as drafted by staff: 1) To require the City Forester be a Certified Arborist by the
27 International Society of Arboriculture; 2) The removal of trees due to the Emerald Ash Borer
28 must be based on the Department of Agriculture guidance; 3) Under Protections for Utilities, the
29 phrase Critical Root Zone would replace Drip Line throughout the Ordinance; and, 4) Require the
30 Zoning Administrator review the financial securities at least once during the growing season and
31 perform inspections and release the securities when warranted.

32 The Council asked if there are guidelines about what the tree replacement formula should
33 be, and what would happen if a tree that is not slated to be removed is damaged during
34 construction. Mr. Zweber stated the Ordinance allows the City to negotiate with the developer
35 when trees are damaged and the City could also use Code enforcement, if needed. The tree
36 replacement formula is included in the Ordinance.

37 The Council asked what happens if homeowners want to replace trees that are damaged
38 during a storm with the same kind of tree but they are not on the list. Mr. Zweber stated because
39 they are dead or damaged due to a storm, the Ordinance does not require replacement. If the
40 homeowner damaged the trees during construction, they would then need to meet the criteria in
41 the Ordinance.

42 The Council asked about homeowners who are re-landscaping their property. Mr. Zweber
43 stated if the landscaping requires a grading permit, then the homeowner would have to meet the
44 criteria in the Ordinance. There are conditions in the Ordinance that would allow the City
45 Forester to approve a different type of tree that is not listed within the Ordinance.

46 A majority of the Council indicated they are not comfortable limiting the type of trees
47 homeowners are allowed to put on their property.

48 The Council noted that the City's Forester, Manuel Jordan, is working with other lake
49 communities to draft standards that contractors cannot exceed when trimming trees within the
50 community. Mr. Zweber stated that utility companies are not exempt from this Ordinance. Mr.
51 Schelzel stated anyone using land in Wayzata has to follow this Ordinance but that pruning and

1 maintenance of the tree canopy is different, and this Ordinance would not apply unless an entire
2 tree was removed.

3 Mrs. Anderson stated she does not see a formula for tree replacement that would be
4 applicable to County and State construction projects and suggested it be looked at more closely.
5 She also asked about the critical root zone and if it applies only to private property. Mr. Zweber
6 stated this Ordinance applies to any critical root zone, including public parks and adjacent
7 properties.

8 The Council asked how this Ordinance would apply to a commercial landowner that
9 wanted to remove trees for a lift station that benefitted the commercial property. Mr. Zweber
10 stated if that lift station was in the City's sewer plan as a piece of trunk infrastructure, it would be
11 exempt from replacement. If the lift station was not part of the City's sewer plan, it would not be
12 exempt.

13 The Council asked how this Ordinance would apply if the Lake Effect requests the
14 removal of trees for the purpose of view scape. Mr. Zweber stated it would require tree
15 replacement somewhere in the City, not necessarily on that site. It is up to the City Manager
16 where there is a need for trees.

17 Mr. Mullin stated he cannot support the Ordinance as drafted. It has many unintended
18 consequences for home and commercial construction and redevelopment. He does favor
19 landowners providing trees when they are removed.

20 Mrs. McCarthy stated the definitions of developer versus property owner seem to be
21 interchangeable. Mr. Zweber stated using the term developer assumes they are creating a new lot.
22 Mrs. McCarthy requested more clarity with these definitions within the Ordinance.

23 Mrs. McCarthy asked if a person is allowed to cut down all their trees under this
24 Ordinance. Mr. Zweber stated some removal is allowed and it is outlined in the Ordinance.

25 Mr. Willcox stated he does not agree with requiring the Forester qualifications in the
26 Ordinance, and would like it to state the qualifications are preferred. He also stated the potential
27 cost of removing large trees is expensive and he does not agree with the tree replacement formula
28 as it would impose a huge financial burden to a homeowner. Mr. Zweber replied there could be
29 two standards for replacement, one for homeowners and one for developers.

30 Ms. Nelson stated staff will need to address the definition of homeowner versus
31 developer.

32 Mr. Zweber summarized the concerns raised by the Council and the changes that Council
33 would like to see made to the proposed Ordinance.

34 Mrs. McCarthy made a motion, seconded by Mr. Tyacke, to direct staff to prepare a
35 revised Ordinance addressing the following four items: 1) the possibility of a formula for tree
36 replacement with County and State Construction projects; 2) Change list of trees allowed to trees
37 that are not allowed; 3) Provide more information on replacement ratios in other cities; and, 4)
38 Qualifications for Arborist possibly be preferred, but not required. The motion carried 5/0.

39
40 **d. Consider Proposal from Forecast for Public Art located in Circle A/Lake Street**
41 **Roundabout and Review Draft Citywide Public Art Policy**

42 Management/Planning Intern Peters reported Forecast Public Arts submitted a proposal to assist
43 the City in developing strategies, formulating the call for artists, contracting with selected artists,
44 overseeing design/construction projects, and preparing documentation in regard to the Circle
45 A/Lake Street Roundabout public art project. Staff is requesting approval to enter into a
46 consulting contract with Forecast Art, based on the Consulting Services Scope.

47 Management/Planning Intern Peters reported on a draft of the Public Art Policy for the
48 City of Wayzata. The intent of this policy is to guide the City in the Circle A/Lake Street
49 Roundabout project as well as future projects as needed.

50 The Council requested clarification on some of the language under list of tasks provided
51 by Forecast Public Art. Ms. Nelson reported there is about \$75,000 available for the project.

1 The \$6,000 fee for Forecast Public Art will come out of that amount. The remaining money
2 would be used for the remainder of the project facilitated by a Public Art Selection Committee.

3 The Council suggested more clarity with the role of the Project Committee, stating it is
4 not a standing board, but an advisory to the Council, who then has the final decision. It was also
5 suggested there not be a City Council member as part of the Public Art Selection Committee.

6 Mrs. Anderson stated she would like to keep a City Council member as part of the Public
7 Art Selection Committee. She suggested staff look at page 172 of the Council packet, item Nos.
8 5 and 6 and make sure they are not contradictory as well as include clarity when the public will
9 be able to give ideas on the art to be included.

10 Mr. Mullin made a motion, seconded by Mrs. McCarthy, to approve the proposal for
11 Forecast Public Art for Public Art to be located in Circle A/Lake Street Roundabout. The motion
12 carried 5/0.

13
14 **e. Consider Resolution No. 41-2015 Revoking the Rental Dwelling License of David**
15 **Supplee**

16 City Planner Thompson summarized the proposed resolution to revoke a rental dwelling license
17 held by David Supplee for property at 503-505 Broadway Ave. N. Mr. Thompson noted the
18 revocation of the rental license is due to unpaid State taxes of the license holder. Mr. Schelzel
19 advised that State Statute requires the City to revoke the rental license when the Dept. of Revenue
20 so directs.

21 Mr. Tyacke made a motion, seconded by Mr. Mullin, to approve Resolution No. 41-2015
22 revoking the rental dwelling license of David Supplee. The motion carried 5/0.

23
24 **AGENDA ITEM 7. City Manager's Report and Discussion Items.**

25 **a. Update on City Manager Nelson**

26 City Manager Nelson stated her last meeting with Wayzata as City Manager will be December
27 15. She will begin her new position shortly thereafter as Maple Grove City Administrator.

28
29 **b. Update on Lake Effect: Signature Project**

30 Ms. Nelson stated there will be a Lake Effect Signature Project meeting November 9 at 7:00-8:30
31 p.m. in the Boatworks building. Civitas will give a brief update at 7:30 p.m. and the public will be
32 able to meet the designers and give feedback on the project.

33 The Technical Committee will meet November 9 from 3:00-4:30 p.m. in the Conference
34 Room and the Steering Committee will meet from 5:00-6:30 p.m. at the Boatworks building prior
35 to the open house.

36
37 **c. Acknowledgement of Eric Zweber, Interim Planner**

38 Ms. Nelson and the Council thanked Mr. Zweber for his work as Interim Planner, and
39 complimented him on his ability to get caught up on a lot of different projects.

40
41 **d. Other**

42 The Council acknowledged the volunteers for the work that was completed in the gardens on
43 Pull-It Day.

44 Mr. Willcox announced there will be an event on November 11 from 11:00-1:00 p.m. at
45 Veterans Memorial Park.

46
47 **AGENDA ITEM 8. Public Forum Continued (if necessary).**

48 There were no comments.

1 **AGENDA ITEM 9. Adjournment.**

2 Mr. Tyacke made a motion, seconded by Mrs. McCarthy to adjourn. There being no further
3 business, Mr. Willcox adjourned the meeting at 10:20 p.m.

4
5 Respectfully submitted,

6
7
8 Becky Malone
9 Deputy City Clerk

10
11 Drafted by Shannon Schmidt
12 *TimeSaver Off Site Secretarial, Inc.*
13

DRAFT

***Check Detail Register©**

October 2015 to November 2015

			Check Amt	Invoice	Comment
10100 Anchor Bank					
Paid Chk#	100510	11/4/2015	AMERICAN SOCIETY OF COMPOSERS		
E 640-48000-433	Dues, Licensing & Seminars		\$12.50	500724620	BAR MUSIC CONTRACT
otal	AMERICAN SOCIETY OF COMPOSERS		\$12.50		
Paid Chk#	100511	11/4/2015	ARCTIC GLACIER INC.		
E 640-47000-254	Soft Drinks/Mix For Resale		\$82.77	79529906	ICE
Total	ARCTIC GLACIER INC.		\$82.77		
Paid Chk#	100512	11/4/2015	BAGY JO, INC.		
E 640-47000-306	Personnel Expense		\$220.00	56460	STORE UNIFORM SHIRTS
Total	BAGY JO, INC.		\$220.00		
Paid Chk#	100513	11/4/2015	BELLBOY BAR SUPPLY CORP.		
E 640-47000-251	Liquor For Resale		\$287.00	50687300	LIQUOR
E 640-47000-251	Liquor For Resale		\$932.42	50727900	LIQUOR
E 640-47000-259	Freight		\$13.38	50727900	FREIGHT
E 640-47000-254	Soft Drinks/Mix For Resale		\$58.00	92921300	MISC.RESALE
E 640-47000-210	Operating Supplies (GENERAL)		\$247.49	92921300	SUPPLIES
E 640-47000-259	Freight		\$5.43	92921300	FREIGHT
Total	BELLBOY BAR SUPPLY CORP.		\$1,543.72		
Paid Chk#	100514	11/4/2015	BERNICK'S WINE		
E 640-47000-254	Soft Drinks/Mix For Resale		\$48.35	254489	MISC.BEV.
E 640-47000-253	Beer For Resale		\$29.50	254490	BEER
Total	BERNICK'S WINE		\$77.85		
Paid Chk#	100515	11/4/2015	BOURGET IMPORTS		
E 640-47000-252	Wine For Resale		\$320.00	129797	WINE
E 640-47000-259	Freight		\$4.50	129797	FREIGHT
Total	BOURGET IMPORTS		\$324.50		
Paid Chk#	100516	11/4/2015	COCA-COLA		
E 640-48000-254	Soft Drinks/Mix For Resale		\$799.84	0108051010	MISC.BEV.
Total	COCA-COLA		\$799.84		
Paid Chk#	100517	11/4/2015	COZZINI BROS., INC.		
E 640-48500-415	Other Equipment Rentals		\$73.48	C2116513	KNIFE EXCHANGE
Total	COZZINI BROS., INC.		\$73.48		
Paid Chk#	100518	11/4/2015	DAHLHEIMER DISTRIBUTING CO.		
E 640-47000-253	Beer For Resale		(\$27.00)	116715	BEER
E 640-47000-253	Beer For Resale		\$662.83	1177808	BEER
E 640-48000-253	Beer For Resale		\$270.00	1177810	BEER
E 640-47000-253	Beer For Resale		\$772.60	1177879	BEER
E 640-48000-253	Beer For Resale		\$382.00	1177880	BEER
Total	DAHLHEIMER DISTRIBUTING CO.		\$2,060.43		
Paid Chk#	100519	11/4/2015	DAY DISTRIBUTING		
E 640-48000-253	Beer For Resale		\$501.00	825183	BEER
E 640-47000-253	Beer For Resale		\$1,542.40	825184	BEER
E 640-48000-253	Beer For Resale		\$321.00	826224	BEER
E 640-47000-253	Beer For Resale		\$954.10	826226	BEER
Total	DAY DISTRIBUTING		\$3,318.50		
Paid Chk#	100520	11/4/2015	DENNYS 5TH AVENUE BAKERY		
E 640-48500-255	FOODIngredients For Resale		\$199.00	578732	FOOD
E 640-48500-255	FOODIngredients For Resale		\$126.45	579160	FOOD

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E 640-48500-255	FOOD	Ingredients For Resale	\$53.74	579199	FOOD
E 640-48500-255	FOOD	Ingredients For Resale	\$64.57	579476	FOOD
E 640-48500-255	FOOD	Ingredients For Resale	\$148.55	579762	FOOD
E 640-48500-255	FOOD	Ingredients For Resale	\$143.44	580136	FOOD
E 640-48500-255	FOOD	Ingredients For Resale	\$54.59	580209	FOOD
E 640-48500-255	FOOD	Ingredients For Resale	(\$3.35)	580260	FOOD
E 640-48500-255	FOOD	Ingredients For Resale	\$52.35	580368	FOOD
E 640-48500-255	FOOD	Ingredients For Resale	\$134.80	580648	FOOD
E 640-48500-255	FOOD	Ingredients For Resale	\$69.96	580830	FOOD
E 640-48500-255	FOOD	Ingredients For Resale	\$136.20	581199	FOOD
Total	DENNYS 5TH AVENUE BAKERY		\$1,180.30		
Paid Chk# 100521	11/4/2015	DIRECTV			
E 640-48000-415	Other Equipment Rentals		\$355.87	26996624405	SERVICE
Total	DIRECTV		\$355.87		
Paid Chk# 100522	11/4/2015	DMX MUSIC - MINNEAPOLIS			
E 640-48000-415	Other Equipment Rentals		\$98.72	52006693	BAR MUSIC
Total	DMX MUSIC - MINNEAPOLIS		\$98.72		
Paid Chk# 100523	11/4/2015	ENKI BREWING COMPANY			
E 640-48000-253	Beer For Resale		\$225.00	4705	BEER
Total	ENKI BREWING COMPANY		\$225.00		
Paid Chk# 100524	11/4/2015	EXTREME BEVERAGE, LLC			
E 640-47000-254	Soft Drinks/Mix For Resale		\$69.80	W-1295019	MISC.BEV
Total	EXTREME BEVERAGE, LLC		\$69.80		
Paid Chk# 100525	11/4/2015	G & K SERVICES			
E 640-48500-210	Operating Supplies (GENERAL)		\$100.00	1013356004	KITCHEN UNIFORMS & SUPPLIES
E 640-48500-217	Uniforms		\$99.77	1013356004	KITCHEN UNIFORMS & SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)		\$70.40	1013367413	KITCHEN UNIFORMS & SUPPLIES
E 640-48500-217	Uniforms		\$86.92	1013367413	KITCHEN UNIFORMS & SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$58.70	1013367413	KITCHEN UNIFORMS & SUPPLIES
Total	G & K SERVICES		\$415.79		
Paid Chk# 100526	11/4/2015	HOHENSTEINS INC.			
E 640-47000-253	Beer For Resale		\$252.75	792335	BEER
Total	HOHENSTEINS INC.		\$252.75		
Paid Chk# 100527	11/4/2015	JJ TAYLOR DISTRIBUTING OF MN			
E 640-47000-253	Beer For Resale		\$1,887.15	2412385	BEER
E 640-47000-253	Beer For Resale		\$589.54	2427745	BEER
E 640-48000-253	Beer For Resale		\$458.95	2437661	BEER
E 640-48000-253	Beer For Resale		\$375.20	2437705	BEER
Total	JJ TAYLOR DISTRIBUTING OF MN		\$3,310.84		
Paid Chk# 100528	11/4/2015	JOHNSON BROS.-ST.PAUL			
E 640-47000-259	Freight		\$7.32	5270544	FREIGHT
E 640-47000-259	Freight		\$16.26	5271858	FREIGHT
E 640-47000-251	Liquor For Resale		\$126.45	5285427	LIQUOR
E 640-47000-259	Freight		\$1.22	5285427	FREIGHT
E 640-47000-252	Wine For Resale		\$329.55	5285428	WINE
E 640-47000-259	Freight		\$4.88	5285428	FREIGHT
E 640-47000-251	Liquor For Resale		\$92.25	5286747	LIQUOR
E 640-47000-259	Freight		\$1.22	5286747	FREIGHT
E 640-47000-259	Freight		\$1.22	5286748	FREIGHT
E 640-47000-252	Wine For Resale		\$48.00	5286748	WINE

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E 640-47000-259	Freight		\$6.92	5287947	FREIGHT
E 640-47000-252	Wine For Resale		\$301.50	5290654	WINE
E 640-47000-259	Freight		\$8.54	5290654	FREIGHT
E 640-47000-259	Freight		\$9.76	5290655	FREIGHT
E 640-47000-252	Wine For Resale		\$924.15	5290655	WINE
Total JOHNSON BROS.-ST.PAUL			\$1,879.24		
Paid Chk#	100529	11/4/2015	KARLSBURGER FOODS, INC.		
E 640-48500-255	FOODIngredients For Resale		\$308.85	000391870	FOOD
Total KARLSBURGER FOODS, INC.			\$308.85		
Paid Chk#	100530	11/4/2015	LUPINE BREWING COMPANY		
E 640-48000-253	Beer For Resale		\$190.00	394	BEER
Total LUPINE BREWING COMPANY			\$190.00		
Paid Chk#	100531	11/4/2015	MIDWEST GREASE		
E 640-48000-401	Repairs/Maint Buildings		\$180.00	152289	SERVICE
Total MIDWEST GREASE			\$180.00		
Paid Chk#	100532	11/4/2015	NEW FRANCE WINE COMPANY		
E 640-47000-259	Freight		\$3.00	104187	FREIGHT
E 640-47000-252	Wine For Resale		\$292.00	104187	WINE
Total NEW FRANCE WINE COMPANY			\$295.00		
Paid Chk#	100533	11/4/2015	NORTHWESTERN FRUIT COMPANY		
E 640-48500-255	FOODIngredients For Resale		(\$44.05)	824040	FOOD
E 640-48500-255	FOODIngredients For Resale		(\$45.15)	824145	FOOD
E 640-48500-255	FOODIngredients For Resale		(\$4.65)	824309	FOOD
E 640-48500-255	FOODIngredients For Resale		(\$21.40)	824830	FOOD
E 640-48500-255	FOODIngredients For Resale		\$390.40	824916	FOOD
E 640-48500-255	FOODIngredients For Resale		\$223.30	825094	FOOD
E 640-48500-255	FOODIngredients For Resale		\$309.90	825277	FOOD
E 640-48500-255	FOODIngredients For Resale		\$500.00	825460	FOOD
E 640-48000-251	Liquor For Resale		\$100.00	825460	LIQUOR
E 640-48000-253	Beer For Resale		\$29.60	825460	BEER
E 640-48500-255	FOODIngredients For Resale		\$318.95	825604	FOOD
E 640-48500-255	FOODIngredients For Resale		\$260.35	825804	FOOD
E 640-48000-253	Beer For Resale		\$23.30	825956	BEER
E 640-48000-251	Liquor For Resale		\$100.00	825956	LIQUOR
E 640-48500-255	FOODIngredients For Resale		\$460.00	825956	FOOD
Total NORTHWESTERN FRUIT COMPANY			\$2,600.55		
Paid Chk#	100534	11/4/2015	PAUSTIS & SONS		
E 640-48000-252	Wine For Resale		\$223.75	8520407	WINE
E 640-47000-252	Wine For Resale		\$1,268.00	8520408	WINE
E 640-47000-259	Freight		\$12.50	8520408	FREIGHT
E 640-48000-252	Wine For Resale		\$188.75	8521419	WINE
E 640-47000-259	Freight		\$12.50	8521420	FREIGHT
E 640-47000-252	Wine For Resale		\$1,318.98	8521420	WINE
Total PAUSTIS & SONS			\$3,024.48		
Paid Chk#	100535	11/4/2015	PHILLIPS WINES & SPIRITS		
E 640-48000-251	Liquor For Resale		\$421.36	2869901	LIQUOR
E 640-47000-259	Freight		\$1.22	2870086	FREIGHT
E 640-47000-251	Liquor For Resale		\$186.60	2870086	LIQUOR
E 640-47000-252	Wine For Resale		\$320.00	2870087	WINE
E 640-47000-259	Freight		\$3.66	2870087	FREIGHT
E 640-47000-252	Wine For Resale		\$368.08	2873602	WINE

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E 640-47000-259	Freight		\$2.65	2873602	FREIGHT
Total PHILLIPS WINES & SPIRITS			\$1,303.57		
Paid Chk# 100536	11/4/2015	QUALITY SERVICE, INC.			
E 640-48500-404	Repairs/Maint - Machin/Equip		\$719.46	31147	KITCHEN GRIDDLE REPAIRS
Total QUALITY SERVICE, INC.			\$719.46		
Paid Chk# 100537	11/4/2015	RITE			
E 640-47000-433	Dues, Licensing & Seminars		\$228.93	4087	POS MAINT.
Total RITE			\$228.93		
Paid Chk# 100538	11/4/2015	SECURITY PRODUCTS COMPANY			
E 640-48000-401	Repairs/Maint Buildings		\$219.75	1116372	ALARM REPAIRS
E 640-47000-401	Repairs/Maint Buildings		\$219.75	1116372	ALARM REPAIRS
Total SECURITY PRODUCTS COMPANY			\$439.50		
Paid Chk# 100539	11/4/2015	SMALL LOT MN			
E 640-47000-259	Freight		\$10.25	4315	FREIGHT
E 640-47000-252	Wine For Resale		\$480.00	4315	WINE
Total SMALL LOT MN			\$490.25		
Paid Chk# 100540	11/4/2015	SOCIABLE CIDER WERKS			
E 640-47000-253	Beer For Resale		\$150.00	1939	BEER
Total SOCIABLE CIDER WERKS			\$150.00		
Paid Chk# 100541	11/4/2015	SOUTHERN WINE & SPIRITS OF MN			
E 640-47000-252	Wine For Resale		\$96.00	1339505	WINE
E 640-47000-259	Freight		\$2.56	1339505	FREIGHT
E 640-47000-259	Freight		\$1.28	1339506	FREIGHT
E 640-47000-251	Liquor For Resale		\$338.05	1339506	LIQUOR
E 640-47000-252	Wine For Resale		\$200.00	1339507	WINE
E 640-47000-259	Freight		\$1.28	1339507	FREIGHT
E 640-47000-259	Freight		\$11.94	1341881	FREIGHT
E 640-47000-251	Liquor For Resale		\$1,091.95	1341881	LIQUOR
E 640-47000-259	Freight		\$6.40	1341882	FREIGHT
E 640-47000-252	Wine For Resale		\$418.00	1341882	WINE
E 640-47000-252	Wine For Resale		(\$952.00)	9067003	WINE
Total SOUTHERN WINE & SPIRITS OF MN			\$1,215.46		
Paid Chk# 100542	11/4/2015	SPENCER JANITORIAL			
E 640-48000-409	Maint services & Improv		\$2,194.74	10355	MONTHLY CLEANING - OCT 2015
Total SPENCER JANITORIAL			\$2,194.74		
Paid Chk# 100543	11/4/2015	STRATEGIC EQUIPMENT AND			
E 640-48500-210	Operating Supplies (GENERAL)		\$89.46	2515800	SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)		\$129.52	2520836	SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)		\$187.10	2520838	SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$411.16	2520838	SUPPLIES
E 640-48000-342	Promotions - Food/Drinks		\$80.27	2520838	SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$124.07	2524910	SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)		\$338.68	2524912	SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$574.21	2524912	SUPPLIES
E 640-48000-342	Promotions - Food/Drinks		\$52.47	2524912	SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$14.48	2525771	SUPPLIES
Total STRATEGIC EQUIPMENT AND			\$2,001.42		
Paid Chk# 100544	11/4/2015	T.D. ANDERSON INC.			
E 640-48000-409	Maint services & Improv		\$115.00	755867	BEER LINES CLEANED11-17-2015 CC PACKET

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Total T.D. ANDERSON INC.			\$115.00		
Paid Chk# 100545	11/4/2015	THORPE DISTRIBUTING CO.			
E 640-47000-253	Beer For Resale		\$216.50	926559	BEER
E 640-48000-253	Beer For Resale		\$145.30	926560	BEER
E 640-48000-253	Beer For Resale		\$239.00	926561	BEER
E 640-47000-253	Beer For Resale		\$626.90	926662	BEER
E 640-47000-253	Beer For Resale		\$39.00	926663	BEER
E 640-48000-253	Beer For Resale		\$200.10	927902	BEER
E 640-48000-253	Beer For Resale		\$512.00	927903	BEER
E 640-47000-253	Beer For Resale		\$37.50	927944	BEER
E 640-47000-253	Beer For Resale		\$665.80	927945	BEER
E 640-47000-253	Beer For Resale		\$122.00	928556	BEER
Total THORPE DISTRIBUTING CO.			\$2,804.10		
Paid Chk# 100546	11/4/2015	TRADITION WINE & SPIRITS			
E 640-47000-252	Wine For Resale		\$240.00	7482	WINE
E 640-47000-259	Freight		\$2.00	7482	FREIGHT
Total TRADITION WINE & SPIRITS			\$242.00		
Paid Chk# 100547	11/4/2015	TRUSTED EMPLOYEES			
E 640-48000-306	Personnel Expense		\$122.00	10201512035S	BACKGROUND SEARCH SERVICE
E 640-47000-306	Personnel Expense		\$70.00	10201512035S	BACKGROUND SEARCH SERVICE
Total TRUSTED EMPLOYEES			\$192.00		
Paid Chk# 100548	11/4/2015	US FOODS			
E 640-48500-255	FOODIngredients For Resale		\$2,973.73	3210390	FOOD
E 640-48500-255	FOODIngredients For Resale		\$4,364.73	3255823	FOOD
E 640-48000-251	Liquor For Resale		\$92.34	3255823	LIQUOR
E 640-48500-210	Operating Supplies (GENERAL)		\$83.88	3255823	SUPPLIES
E 640-48000-342	Promotions - Food/Drinks		\$61.32	3255823	PROMO FOOD
E 640-48500-255	FOODIngredients For Resale		\$32.28	3261675	FOOD
E 640-48500-255	FOODIngredients For Resale		\$2,100.93	3293897	FOOD
E 640-48500-210	Operating Supplies (GENERAL)		\$127.18	3293897	SUPPLIES
E 640-48000-342	Promotions - Food/Drinks		\$27.43	3293897	PROMO FOOD
E 640-48500-255	FOODIngredients For Resale		\$3,351.68	3339050	FOOD
E 640-48500-210	Operating Supplies (GENERAL)		\$20.52	3339050	SUPPLIES
E 640-48000-251	Liquor For Resale		\$40.54	3339050	LIQUOR
E 640-48500-255	FOODIngredients For Resale		(\$213.30)	3339050	FOOD
E 640-48500-210	Operating Supplies (GENERAL)		\$76.80	3386912	SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)		\$56.63	3386912	SUPPLIES
E 640-48000-342	Promotions - Food/Drinks		\$24.37	3386912	PROMO FOOD
E 640-48500-255	FOODIngredients For Resale		\$4,667.89	3386912	FOOD
E 640-48500-255	FOODIngredients For Resale		\$179.50	3390919	FOOD
E 640-48500-210	Operating Supplies (GENERAL)		\$42.43	3421512	SUPPLIES
E 640-48000-342	Promotions - Food/Drinks		\$60.70	3421512	PROMO FOOD
E 640-48000-251	Liquor For Resale		\$100.72	3421512	LIQUOR
E 640-48500-255	FOODIngredients For Resale		\$1,536.46	3421512	FOOD
E 640-48000-251	Liquor For Resale		\$56.49	3469291	LIQUOR
E 640-48000-342	Promotions - Food/Drinks		\$38.43	3469291	PROMO FOOD
E 640-48500-255	FOODIngredients For Resale		\$2,859.64	3469291	FOOD
E 640-48000-342	Promotions - Food/Drinks		\$81.27	3514653	PROMO FOOD
E 640-48000-251	Liquor For Resale		\$14.52	3514653	LIQUOR
E 640-48500-210	Operating Supplies (GENERAL)		\$119.37	3514653	SUPPLIES
E 640-48500-255	FOODIngredients For Resale		\$3,113.33	3514653	FOOD
Total US FOODS			\$26,091.81		
Paid Chk# 100549	11/4/2015	VINOCOPIA			

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E 640-47000-259	Freight		\$2.50	0135628	FREIGHT
E 640-47000-251	Liquor For Resale		\$112.71	0135628	LIQUOR
E 640-47000-251	Liquor For Resale		\$74.00	0135629	LIQUOR
E 640-47000-251	Liquor For Resale		\$101.46	0136491	LIQUOR
E 640-47000-259	Freight		\$2.50	0136491	FREIGHT
E 640-47000-259	Freight		\$2.50	0136492	FREIGHT
E 640-47000-252	Wine For Resale		\$120.00	0136492	WINE
Total VINOCOPIA			\$415.67		
Paid Chk# 100550	11/4/2015	WINE COMPANY			
E 640-47000-252	Wine For Resale		\$240.00	407298	WINE
E 640-47000-259	Freight		\$4.20	407298	FREIGHT
E 640-47000-259	Freight		\$14.85	408090	FREIGHT
E 640-47000-252	Wine For Resale		\$1,468.00	408090	WINE
Total WINE COMPANY			\$1,727.05		
Paid Chk# 100551	11/4/2015	WINE MERCHANT			
E 640-47000-259	Freight		\$1.22	7052063	FREIGHT
E 640-47000-252	Wine For Resale		\$240.00	7052063	WINE
E 640-48000-252	Wine For Resale		\$416.88	7052258	WINE
E 640-47000-259	Freight		\$12.20	7052287	FREIGHT
E 640-47000-252	Wine For Resale		\$2,676.00	7052287	WINE
E 640-47000-252	Wine For Resale		\$1,620.00	7052797	WINE
E 640-47000-259	Freight		\$2.44	7052797	FREIGHT
E 640-48000-252	Wine For Resale		\$376.88	7052989	WINE
E 640-47000-259	Freight		\$1.22	7053053	FREIGHT
E 640-47000-252	Wine For Resale		\$128.00	7053053	WINE
E 640-47000-252	Wine For Resale		\$22.32	7053274	WINE
E 640-47000-259	Freight		\$6.10	7053274	FREIGHT
Total WINE MERCHANT			\$5,503.26		
Paid Chk# 100552	11/4/2015	WIRTZ BEVERAGE MN BEER			
E 640-47000-253	Beer For Resale		\$138.60	1090481083	BEER
E 640-47000-253	Beer For Resale		\$1,141.10	1090481084	BEER
E 640-48000-253	Beer For Resale		\$386.00	1090481489	BEER
E 640-48000-253	Beer For Resale		\$391.00	1090484394	BEER
E 640-47000-253	Beer For Resale		\$307.00	1090484522	BEER
E 640-47000-253	Beer For Resale		\$47.60	1090484523	BEER
E 640-47000-253	Beer For Resale		\$1,119.25	1090484524	BEER
Total WIRTZ BEVERAGE MN BEER			\$3,530.55		
Paid Chk# 100553	11/4/2015	WIRTZ BEVERAGE MN WINE & SPIRI			
E 640-47000-259	Freight		\$1.45	1080387638	FREIGHT
E 640-47000-254	Soft Drinks/Mix For Resale		\$130.00	1080387638	MISC.MDSE
E 640-47000-259	Freight		\$2.90	1080387639	FREIGHT
E 640-47000-252	Wine For Resale		\$244.00	1080387639	WINE
E 640-47000-252	Wine For Resale		\$256.00	1080390700	WINE
E 640-47000-259	Freight		\$2.90	1080390700	FREIGHT
E 640-47000-251	Liquor For Resale		(\$161.04)	R08019723	WINE
Total WIRTZ BEVERAGE MN WINE & SPIRI			\$476.21		
Paid Chk# 100554	11/6/2015	AEM FINANCIAL SOLUTIONS			
E 101-41500-301	Auditing and Acct g Services		\$5,200.00	355047	FINANCE DIRECTOR SERVICES
Total AEM FINANCIAL SOLUTIONS			\$5,200.00		
Paid Chk# 100555	11/6/2015	AIRTECH			
E 437-40000-404	Repairs/Maint - Machin/Equip		\$1,336.50	56716	LIBRARY HVAC MAINT.
Total AIRTECH			\$1,336.50		

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Paid Chk# 100556	11/6/2015	ANDERSON, KIM			
E 101-41910-492	HPB		\$160.90	REIMB.	HPB EXPENSES
Total ANDERSON, KIM			\$160.90		
Paid Chk# 100557	11/6/2015	BARCO MUNICIPAL PRODUCTS			
E 610-40000-210	Operating Supplies (GENERAL)		\$125.30	217766	UTILITY MARKING PAINT
E 620-40000-210	Operating Supplies (GENERAL)		\$125.30	217766	UTILITY MARKING PAINT
Total BARCO MUNICIPAL PRODUCTS			\$250.60		
Paid Chk# 100558	11/6/2015	BETH, GERALD O			
E 640-48000-341	General Promotions		\$175.00	11/10/15	BAR MUSIC 11/10/15
Total BETH, GERALD O			\$175.00		
Paid Chk# 100559	11/6/2015	BETH, GERALD O			
E 640-48000-341	General Promotions		\$175.00	11/17/15	BAR MUSIC 11/17/15
Total BETH, GERALD O			\$175.00		
Paid Chk# 100560	11/6/2015	BETH, GERALD O			
E 640-48000-341	General Promotions		\$175.00	11/24/15	BAR MUSIC 11/24/15
Total BETH, GERALD O			\$175.00		
Paid Chk# 100561	11/6/2015	CANDLELIGHT FLORAL			
E 101-41500-499	Miscellaneous		\$75.09	012697	DAVE HILL FUNERAL FLOWERS
Total CANDLELIGHT FLORAL			\$75.09		
Paid Chk# 100562	11/6/2015	CEMENT RAISING INC			
E 408-40000-402	Sidewalk Replacement		\$3,700.00	11/1/15	MISC.SIDEWALK REPAIRS
Total CEMENT RAISING INC			\$3,700.00		
Paid Chk# 100563	11/6/2015	CEMSTONE PRODUCTS CO.			
E 101-41940-401	Repairs/Maint Buildings		\$852.25	C1575703	CONCRETE FOR GENERATOR PAD
Total CEMSTONE PRODUCTS CO.			\$852.25		
Paid Chk# 100564	11/6/2015	CLASSIC CLEANING COMPANY			
E 101-41940-409	Maint services & Improv		\$220.00	22905	MONTHLY CLEANING
Total CLASSIC CLEANING COMPANY			\$220.00		
Paid Chk# 100565	11/6/2015	DECORATORS SERVICE CO.,INC.			
E 437-40000-401	Repairs/Maint Buildings		\$5,590.00	17965	LIBRARY WINDOWS REFINISHED
Total DECORATORS SERVICE CO.,INC.			\$5,590.00		
Paid Chk# 100566	11/6/2015	DISTEL, DANIEL			
E 101-41550-302	Consultants		\$3,566.00		MONTHLY ASSESSING
Total DISTEL, DANIEL			\$3,566.00		
Paid Chk# 100567	11/6/2015	DRIVER & VEHICLE SERVICES DIV.			
E 101-42100-404	Repairs/Maint - Machin/Equip		\$66.00	SQUAD PLAT	SQUAD PLATES
Total DRIVER & VEHICLE SERVICES DIV.			\$66.00		
Paid Chk# 100568	11/6/2015	ECM PUBLISHERS, INC.			
E 101-45200-499	Miscellaneous		\$50.00	270989	PARKS EMPLOYMENT AD
E 101-45200-499	Miscellaneous		\$183.00	272782	PARKS EMPLOYMENT AD
Total ECM PUBLISHERS, INC.			\$233.00		
Paid Chk# 100569	11/6/2015	HENNEPIN COUNTY TREASURER			
G 650-20818	Garbage Sales Tax		\$1,371.41	9% REFUSE T	9% REFUSE TAX - OCT.2015
Total HENNEPIN COUNTY TREASURER			\$1,371.41		
Paid Chk# 100570	11/6/2015	HOME DEPOT			

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				Check Amt	Invoice	Comment
E 101-45200-210	Operating Supplies (GENERAL)			(\$75.06)		SUPPLIES
E 101-45200-227	Plantings			\$35.34		PLANTINGS
E 101-43100-210	Operating Supplies (GENERAL)			\$306.31		SUPPLIES
Total HOME DEPOT				\$266.59		
Paid Chk# 100571	11/6/2015	HOWELL, RICHARD				
E 430-40000-309	Contractual Services			\$114.18	REIMB.	REPAIR TO INVISIBLE FENCE FROM FERNDAL RD STREET RECON.
Total HOWELL, RICHARD				\$114.18		
Paid Chk# 100572	11/6/2015	INSITUFORM				
E 620-49100-309	Contractual Services			\$172,618.32	349717	2015 SEWER LINING
Total INSITUFORM				\$172,618.32		
Paid Chk# 100573	11/6/2015	ISRAEL, DAN				
E 640-48000-341	General Promotions			\$200.00	11/19/15	BAR MUSIC 11/19/15
Total ISRAEL, DAN				\$200.00		
Paid Chk# 100574	11/6/2015	JOHNSON, WILLIAM				
E 640-48000-341	General Promotions			\$200.00	11/25/15	BAR MUSIC 11/25/15
Total JOHNSON, WILLIAM				\$200.00		
Paid Chk# 100575	11/6/2015	JORGENSEN, KURT				
E 640-48000-341	General Promotions			\$250.00	11/11/15	BAR MUSIC 11/11/15
Total JORGENSEN, KURT				\$250.00		
Paid Chk# 100576	11/6/2015	KAMIDA				
E 430-40000-309	Contractual Services			\$1,530.00	001536	LAKE/SUPERIOR CONCRETE ISLAND
Total KAMIDA				\$1,530.00		
Paid Chk# 100577	11/6/2015	KENNETH N. POTTS, PA				
E 101-42120-304	Legal Fees			\$603.25	10/29/15	LEGAL SERVICES
Total KENNETH N. POTTS, PA				\$603.25		
Paid Chk# 100578	11/6/2015	KLAPPRICH, KURT				
E 101-45203-220	Repair/Maint Supply (GENERAL)			\$143.90	REIMB.	HOLIDAY LITES
E 101-45200-331	Mileage & Expense Account			\$22.44	REIMB.	MTG.MEALS
Total KLAPPRICH, KURT				\$166.34		
Paid Chk# 100579	11/6/2015	KRAUTH, MAX				
E 640-48000-341	General Promotions			\$300.00	11/12/15	BAR MUSIC 11/12/15
Total KRAUTH, MAX				\$300.00		
Paid Chk# 100580	11/6/2015	KREATZ, DAVID				
E 640-48500-130	Employer Paid Ins			\$275.32	NOV.2015	NOV.2015
Total KREATZ, DAVID				\$275.32		
Paid Chk# 100581	11/6/2015	LAMBERT, JEFFREY W.				
E 101-42120-304	Legal Fees			\$2,690.75	10/30/15	LEGAL SERVICES
Total LAMBERT, JEFFREY W.				\$2,690.75		
Paid Chk# 100582	11/6/2015	LHB, INC.				
E 430-40000-302	Consultants			\$698.00	130445.00-16	EASTMAN LANE ROUNDABOUT
Total LHB, INC.				\$698.00		
Paid Chk# 100583	11/6/2015	LONG LAKE TRU VALUE				
E 101-43100-210	Operating Supplies (GENERAL)			\$18.52	5318	SUPPLIES
E 101-42200-210	Operating Supplies (GENERAL)			\$43.98	5318	SUPPLIES
E 101-45200-210	Operating Supplies (GENERAL)			\$55.51	5318	SUPPLIES

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E 640-48000-404	Repairs/Maint - Machin/Equip		\$25.98	5318	SUPPLIES
	Total LONG LAKE TRU VALUE		\$143.99		
Paid Chk# 100584	11/6/2015	MANSFIELD OIL COMPANY			
E 101-49200-212	Motor Fuels		\$173.81	920218	FUEL
E 101-49200-212	Motor Fuels		\$1,256.24	920220	FUEL
	Total MANSFIELD OIL COMPANY		\$1,430.05		
Paid Chk# 100585	11/6/2015	MARY DELAITTRE			
E 233-40000-302	Consultants		\$8,287.50	OCT.2015	LAKE EFFECT
	Total MARY DELAITTRE		\$8,287.50		
Paid Chk# 100586	11/6/2015	METROPOLITAN COUNCIL			
R 101-00000-34190	Charges for Services/Gen Gov		(\$49.70)	OCT.2015 SA	SAC FEES - OCT.2015
G 101-20831	MWCC (SAC)		\$4,970.00	OCT.2015 SA	SAC FEES - OCT.2015
	Total METROPOLITAN COUNCIL		\$4,920.30		
Paid Chk# 100587	11/6/2015	MN NCPERS LIFE INSURANCE			
G 101-21715	PERA Term Life		\$48.00	11/2015	LIFE INS.
	Total MN NCPERS LIFE INSURANCE		\$48.00		
Paid Chk# 100588	11/6/2015	OFFICE DEPOT			
E 101-41500-200	Office Supplies (GENERAL)		\$24.46	801502731001	SUPPLIES
E 101-42200-200	Office Supplies (GENERAL)		\$87.85	801502731001	SUPPLIES
E 101-41500-200	Office Supplies (GENERAL)		\$12.99	801502998001	SUPPLIES
	Total OFFICE DEPOT		\$125.30		
Paid Chk# 100589	11/6/2015	PITNEY BOWES			
E 101-49200-322	Postage		\$180.72	662605	POSTAGE MACHINE RENT
	Total PITNEY BOWES		\$180.72		
Paid Chk# 100590	11/6/2015	TIME SAVER			
E 101-41100-302	Consultants		\$864.00	M21717	MTG.MINUTES
	Total TIME SAVER		\$864.00		
Paid Chk# 100591	11/6/2015	USA BLUE BOOK			
E 620-40000-210	Operating Supplies (GENERAL)		\$69.34	782458	UTILITY MARKING STICKS
E 610-40000-210	Operating Supplies (GENERAL)		\$69.35	782458	UTILITY MARKING STICKS
	Total USA BLUE BOOK		\$138.69		
Paid Chk# 100592	11/6/2015	VAN PAPER COMPANY			
E 101-41500-200	Office Supplies (GENERAL)		\$237.35	366589	SUPPLIES
	Total VAN PAPER COMPANY		\$237.35		
Paid Chk# 100593	11/6/2015	W.W. GOETSCH ASSOCIATES			
E 620-49100-405	Maint/Replac - System		\$10,117.00	95229	SEWER LIFT #1 REHAB
	Total W.W. GOETSCH ASSOCIATES		\$10,117.00		
Paid Chk# 100594	11/12/2015	BARTON SAND & GRAVEL CO.			
E 404-40000-227	Plantings		\$731.62	151015	WASHED SAND
E 101-43100-229	Dirt, Sand and gravel		\$1,341.85	151015	WASHED SAND
E 101-43100-229	Dirt, Sand and gravel		\$1,382.32	151031	WASHED SAND
	Total BARTON SAND & GRAVEL CO.		\$3,455.79		
Paid Chk# 100595	11/12/2015	BIERMA, JIM			
E 101-41100-493	Volunteer program		\$300.00	VOL.PARTY M	VOLUNTEER APPRECIATION DINNER MUSIC
	Total BIERMA, JIM		\$300.00		
Paid Chk# 100596	11/12/2015	BLUE CROSS AND BLUE SHIELD			

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G 101-21706	Health Insurance	\$41,483.52		HEALTH INS. DEC.2015
Total	BLUE CROSS AND BLUE SHIELD	\$41,483.52		
Paid Chk#	100597	11/12/2015	CARGILL, INC.	
E 101-43100-216	Chemicals and Chem Products	\$3,359.66	2902517379	DEICER SALT
E 101-43100-216	Chemicals and Chem Products	\$5,090.40	2902519585	DEICER SALT
E 101-43100-216	Chemicals and Chem Products	\$1,716.60	2902521909	DEICER SALT
Total	CARGILL, INC.	\$10,166.66		
Paid Chk#	100598	11/12/2015	CENTERPOINT ENERGY	
E 101-42200-383	Fuel, oil and natural gas	\$101.11		SERVICE
E 101-41940-383	Fuel, oil and natural gas	\$514.98		SERVICE
E 610-40000-383	Fuel, oil and natural gas	\$98.47		SERVICE
E 640-47000-383	Fuel, oil and natural gas	\$160.35		SERVICE
E 640-48000-383	Fuel, oil and natural gas	\$641.39		SERVICE
E 101-41940-383	Fuel, oil and natural gas	\$10.73		SERVICE
Total	CENTERPOINT ENERGY	\$1,527.03		
Paid Chk#	100599	11/12/2015	CLASSIC CLEANING COMPANY	
E 101-41940-409	Maint services & Improv	\$1,345.00	22952	MONTHLY CLEANING
E 101-41940-409	Maint services & Improv	\$360.00	22953	PW MONTHLY CLEANING
Total	CLASSIC CLEANING COMPANY	\$1,705.00		
Paid Chk#	100600	11/12/2015	CLIA LABORATORY PROGRAM	
E 101-42200-210	Operating Supplies (GENERAL)	\$150.00	ID#24D207675	CERT.ID# 24D2076754
Total	CLIA LABORATORY PROGRAM	\$150.00		
Paid Chk#	100601	11/12/2015	DISPLAY SALES	
E 101-45203-220	Repair/Maint Supply (GENERAL)	\$526.75	003861	HOLIDAY LITES
Total	DISPLAY SALES	\$526.75		
Paid Chk#	100602	11/12/2015	ECM PUBLISHERS, INC.	
E 101-42100-499	Miscellaneous	\$42.00	460636	PD PSA - TRICK OR TREAT
Total	ECM PUBLISHERS, INC.	\$42.00		
Paid Chk#	100603	11/12/2015	ELECTRIC PUMP, INC.	
E 620-40000-404	Repairs/Maint - Machin/Equip	\$300.00	0056596	LIFTSTATION #24 INPSECTION
E 620-49100-405	Maint/Replac - System	\$40,050.37	0056600	REHAB LIFTSTATION #9
Total	ELECTRIC PUMP, INC.	\$40,350.37		
Paid Chk#	100604	11/12/2015	EMERGENCY RESPONSE SOLUTIONS	
E 101-42200-217	Uniforms	\$1,238.11	5045	FD UNIFORMS
otal	EMERGENCY RESPONSE SOLUTIONS	\$1,238.11		
Paid Chk#	100605	11/12/2015	HENN.CNTY.ACCTG.SERVICES	
E 101-42120-308	Prisoner Care	\$375.00	10000066327	PRISONER PROCESSING
Total	HENN.CNTY.ACCTG.SERVICES	\$375.00		
Paid Chk#	100606	11/12/2015	HENN.CNTY.INFO.TECH.DEPT.	
E 620-40000-323	Radio Units	\$80.69	10000066639	PW RADIO CONNECTION
E 101-43100-323	Radio Units	\$150.00	10000066639	PW RADIO CONNECTION
E 101-45200-323	Radio Units	\$150.00	10000066639	PW RADIO CONNECTION
E 610-40000-323	Radio Units	\$80.70	10000066639	PW RADIO CONNECTION
Total	HENN.CNTY.INFO.TECH.DEPT.	\$461.39		
Paid Chk#	100607	11/12/2015	HOLIDAY	
E 101-42100-212	Motor Fuels	\$50.21		PD FUEL
Total	HOLIDAY	\$50.21		

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Paid Chk#	100608	11/12/2015	INTEGRATED FIRE & SECURITY		
E 101-41940-404	Repairs/Maint - Machin/Equip		\$1,215.75	63883	PW REPAIRS
Total	INTEGRATED FIRE & SECURITY		\$1,215.75		
Paid Chk#	100609	11/12/2015	INTEREUM		
E 409-40000-499	Miscellaneous		\$768.26	109656	CHAIR
Total	INTEREUM		\$768.26		
Paid Chk#	100610	11/12/2015	J.H. LARSON COMPANY		
E 101-45203-220	Repair/Maint Supply (GENERAL)		\$76.15	S101059704.0	BLVD.LIGHTING
Total	J.H. LARSON COMPANY		\$76.15		
Paid Chk#	100611	11/12/2015	KIRVIDA FIRE, INC.		
E 101-42200-404	Repairs/Maint - Machin/Equip		\$276.98	5128	FIRE TRUCK REPAIRS
E 101-42200-404	Repairs/Maint - Machin/Equip		\$177.90	5147	FIRE TRUCK REPAIRS
E 101-42200-404	Repairs/Maint - Machin/Equip		\$44.50	5148	FIRE TRUCK REPAIRS
Total	KIRVIDA FIRE, INC.		\$499.38		
Paid Chk#	100612	11/12/2015	LAW ENFORCEMENT TECHNOLOGY		
E 101-42100-540	Equipment		\$307.34	14992	PD EQUIPMENT
Total	LAW ENFORCEMENT TECHNOLOGY		\$307.34		
Paid Chk#	100613	11/12/2015	LEXISNEXIS RISK DATA		
E 101-42100-309	Contractual Services		\$66.00	121455020151	PD SERVICE
Total	LEXISNEXIS RISK DATA		\$66.00		
Paid Chk#	100614	11/12/2015	LOFFLER COMPANIES, INC.		
E 101-41500-311	Data Processing		\$2,870.00	2101506	NETWORK SUPPORT
E 101-41500-311	Data Processing		\$201.25	CW43765	NETWORK SUPPORT
E 101-41500-311	Data Processing		\$632.50	CW43798	NETWORK SUPPORT
Total	LOFFLER COMPANIES, INC.		\$3,703.75		
Paid Chk#	100615	11/12/2015	MACQUEEN EQUIPMENT, INC.		
E 101-43100-220	Repair/Maint Supply (GENERAL)		\$1,134.25	2155698	PARTS FOR SWEEPER
Total	MACQUEEN EQUIPMENT, INC.		\$1,134.25		
Paid Chk#	100616	11/12/2015	MANSFIELD OIL COMPANY		
E 101-49200-212	Motor Fuels		\$909.49	942140	FUEL
Total	MANSFIELD OIL COMPANY		\$909.49		
Paid Chk#	100617	11/12/2015	MARINE DOCK & LIFT		
E 233-40000-309	Contractual Services		\$3,800.00	FALL 2015	DOCK REMOVAL
Total	MARINE DOCK & LIFT		\$3,800.00		
Paid Chk#	100618	11/12/2015	MCCARTHY, TIMOTHY		
E 101-42100-499	Miscellaneous		\$26.90	REIMB.	WATCHBAND REPLACEMENT
Total	MCCARTHY, TIMOTHY		\$26.90		
Paid Chk#	100619	11/12/2015	MENARD S		
E 430-40000-309	Contractual Services		\$28.28	328229315056	SUPPLIES
Total	MENARD S		\$28.28		
Paid Chk#	100620	11/12/2015	METROPOLITAN COUNCIL		
E 620-40000-386	Other Utilities		\$36,867.42	0001049529	SEWER SERVICE
Total	METROPOLITAN COUNCIL		\$36,867.42		
Paid Chk#	100621	11/12/2015	MINNESOTA EQUIPMENT		
E 101-45200-210	Operating Supplies (GENERAL)		\$3.36	P38026	SUPPLIES
E 101-43100-210	Operating Supplies (GENERAL)		\$12.34	P38384	SUPPLIES

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		Check Amt		Invoice	Comment
Total MINNESOTA EQUIPMENT		\$15.70			
Paid Chk#	100622	11/12/2015	MN BATTERY LLC		
E 610-40000-224	Repair & Maint - Motor Equip	\$43.75	14970		BATTERY
E 620-40000-224	Repair & Maint - Motor Equip	\$43.75	14970		BATTERY
E 101-43100-220	Repair/Maint Supply (GENERAL)	\$99.75	14971		BATTERY
Total MN BATTERY LLC		\$187.25			
Paid Chk#	100623	11/12/2015	MN CHILD SUPPORT PAYMENT CENTE		
G 101-21710	County WH	\$264.00	0014613507		WITHHOLDING ORDERS
G 101-21710	County WH	\$235.00	0015104841		WITHHOLDING ORDERS
Total MN CHILD SUPPORT PAYMENT CENTE		\$499.00			
Paid Chk#	100624	11/12/2015	MN DEPT.OF LABOR & INDUSTRY		
E 101-41940-404	Repairs/Maint - Machin/Equip	\$20.00	ABR01285671		BOILER PERMITS
E 610-40000-242	Well & F.P. Equipment	\$10.00	ABR01293771		BOILER PERMITS
Total MN DEPT.OF LABOR & INDUSTRY		\$30.00			
Paid Chk#	100625	11/12/2015	NORTH EMS EDUCATION		
E 101-42100-434	Training and schools	\$100.00	PSA799		PD TRAINING
Total NORTH EMS EDUCATION		\$100.00			
Paid Chk#	100626	11/12/2015	NORTH MEMORIAL HEALTH CARE		
E 640-48000-306	Personnel Expense	\$310.00	46790106		EMPLOYEE URGENT CARE VISIT
Total NORTH MEMORIAL HEALTH CARE		\$310.00			
Paid Chk#	100627	11/12/2015	NORTH MEMORIAL OCCUPATIONAL		
E 101-41500-306	Personnel Expense	\$44.00	00005146-00		EMPLOYEE DOT DRUG TESTING
Total NORTH MEMORIAL OCCUPATIONAL		\$44.00			
Paid Chk#	100628	11/12/2015	OFFICE DEPOT		
E 101-41500-200	Office Supplies (GENERAL)	\$106.71	802746245001		SUPPLIES
E 101-41500-200	Office Supplies (GENERAL)	\$12.99	802746512001		SUPPLIES
E 101-41500-200	Office Supplies (GENERAL)	\$67.04	802746513001		SUPPLIES
Total OFFICE DEPOT		\$186.74			
Paid Chk#	100629	11/12/2015	PETERSON, TODD		
E 101-42100-331	Mileage & Expense Account	\$37.07	REIMB		MILEAGE & PARKING
Total PETERSON, TODD		\$37.07			
Paid Chk#	100630	11/12/2015	SRF CONSULTING GROUP, INC.		
E 408-40000-302	Consultants	\$15,937.97	08758.00-6		PEAVEY BRIDGE
E 430-40000-302	Consultants	\$298.51	09015.00-1		TRAFFIC COUNTS
Total SRF CONSULTING GROUP, INC.		\$16,236.48			
Paid Chk#	100631	11/12/2015	STREICHER S		
E 101-42100-217	Uniforms	\$54.99	11178122		PD UNIFORMS
Total STREICHER S		\$54.99			
Paid Chk#	100632	11/12/2015	TOLL GAS & WELDING SUPPLY		
E 101-43100-210	Operating Supplies (GENERAL)	\$61.80	10106769		SUPPLIES
Total TOLL GAS & WELDING SUPPLY		\$61.80			
Paid Chk#	100633	11/12/2015	UPS STORE		
E 233-40000-499	Miscellaneous	\$108.00	0422		LAKE EFFECT SUPPLIES
Total UPS STORE		\$108.00			
Paid Chk#	100634	11/12/2015	US BANK		
E 315-40000-601	Debt Srv Bond Principal	\$155,000.00	0000324NS		PRINCIPAL & INTEREST BOND PAYMENTS

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E 315-40000-611	Bond Interest		\$24,000.00	0000324NS	PRINCIPAL & INTEREST BOND PAYMENTS
E 610-49100-611	Bond Interest		\$17,937.50	0000364NS	PRINCIPAL & INTEREST BOND PAYMENTS
E 610-49100-601	Debt Srv Bond Principal		\$65,000.00	0000364NS	PRINCIPAL & INTEREST BOND PAYMENTS
E 620-49100-611	Bond Interest		\$6,575.00	0000371NS	PRINCIPAL & INTEREST BOND PAYMENTS
E 620-49100-601	Debt Srv Bond Principal		\$35,000.00	0000371NS	PRINCIPAL & INTEREST BOND PAYMENTS
E 310-40000-611	Bond Interest		\$39,825.00	802894900	PRINCIPAL & INTEREST BOND PAYMENTS
E 310-40000-601	Debt Srv Bond Principal		\$130,000.00	802894900	PRINCIPAL & INTEREST BOND PAYMENTS
E 314-40000-601	Debt Srv Bond Principal		\$270,000.00	802895000	PRINCIPAL & INTEREST BOND PAYMENTS
E 314-40000-611	Bond Interest		\$2,700.00	802895000	PRINCIPAL & INTEREST BOND PAYMENTS
E 640-49100-611	Bond Interest		\$63,565.00	803003900	PRINCIPAL & INTEREST BOND PAYMENTS
E 640-49100-601	Debt Srv Bond Principal		\$100,000.00	803003900	PRINCIPAL & INTEREST BOND PAYMENTS
E 610-49100-611	Bond Interest		\$64,546.88	803004500	PRINCIPAL & INTEREST BOND PAYMENTS
E 610-49100-601	Debt Srv Bond Principal		\$150,000.00	803004500	PRINCIPAL & INTEREST BOND PAYMENTS
E 311-40000-601	Debt Srv Bond Principal		\$25,000.00	803004600	PRINCIPAL & INTEREST BOND PAYMENTS
E 311-40000-611	Bond Interest		\$4,078.75	803004600	PRINCIPAL & INTEREST BOND PAYMENTS
Total US BANK			\$1,153,228.13		
Paid Chk# 100635	11/12/2015	W L CONSTRUCTION SUPPLY LLC			
E 101-42200-240	Small Tools and Minor Equip		\$419.99	8458	FD TOOLS
Total W L CONSTRUCTION SUPPLY LLC			\$419.99		
Paid Chk# 100636	11/12/2015	WILLIAMS, CRAIG			
E 640-48500-130	Employer Paid Ins		\$300.00	OCT.2015	OCT.2015
Total WILLIAMS, CRAIG			\$300.00		
Paid Chk# 100637	11/12/2015	WILSON, DAVID			
E 101-42100-331	Mileage & Expense Account		\$376.83	REIMB	PD CONFERENCE EXP.
Total WILSON, DAVID			\$376.83		
Paid Chk# 100638	11/12/2015	XCEL ENERGY			
E 640-48000-381	Electric Utilities		\$3,016.22		SERVICE
E 101-45203-381	Electric Utilities		\$4,338.59		SERVICE
E 101-41940-381	Electric Utilities		\$4,246.73		SERVICE
E 101-42200-381	Electric Utilities		\$500.00		SERVICE
E 640-47000-381	Electric Utilities		\$1,292.66		SERVICE
E 620-40000-381	Electric Utilities		\$1,464.67		SERVICE
E 101-41940-381	Electric Utilities		\$11.30		SERVICE
E 610-40000-381	Electric Utilities		\$6,075.00		SERVICE
Total XCEL ENERGY			\$20,945.17		
Paid Chk# 100639	11/12/2015	ZERO WASTE USA			
E 101-45200-210	Operating Supplies (GENERAL)		\$99.00	91240	DOG WASTE BAGS
Total ZERO WASTE USA			\$99.00		
10100 Anchor Bank			\$1,646,769.11		

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Fund Summary**10100 Anchor Bank**

101 GENERAL FUND	\$100,762.64
233 LAKFRONT IMPROVE	\$12,195.50
310 SUPERIOR/LAKE REALIGNMENT	\$169,825.00
311 STREET BONDS	\$29,078.75
314 WIDSTEN	\$272,700.00
315 BIG WOODS	\$179,000.00
404 PARK AND TRAIL CIP	\$731.62
408 GENERAL CIP	\$19,637.97
409 EQUIP REVOLVING	\$768.26
430 STREET CIP	\$2,668.97
437 LIBRARY/COMM.ROOM CIP	\$6,926.50
610 WATER FUND	\$303,986.95
620 SEWER FUND	\$303,311.86
640 LIQUOR	\$243,803.68
650 SOLID WASTE	\$1,371.41
	\$1,646,769.11

11/17/2015

THE FOLLOWING 2015 and 2016 MUNICIPAL LICENSES
WERE APPROVED ADMINISTRATIVELY

2015 Gas Fitters License	
Twin City Fireplace & Stone	Edina, MN
2015 Tree Removal and Treatment License	
Hugo's Tree Care	Hugo, MN
2016 Car Wash License	
Wayzata BP	1490 Wayzata Boulevard East
2016 Gas Fitters License	
Centraire Heating & A/C	Eden Prairie, MN
Corval Constructors	St Paul, MN
Linn Star Transfer	Eden Prairie, MN
Sabre Plumbing, Heating & A/C	Plymouth, MN
Select Mechanical Services	St Louis Park, MN
Spring Plumbing	Blaine, MN
Standard Heating & A/C	Minneapolis, MN
2016 Food License	
American Legion Post 118	949 Wayzata Boulevard East
Big Bowl Chinese Express	1151 Wayzata Boulevard
Blake School	301 Peavey Lane
Bruegger's	1179A Wayzata Boulevard
Chipotle Mexican Grill	1313 Wayzata Boulevard
Jade Fountain Chinese Restaurant	838 Lake Street East
Jimmy Johns Gourmet Sandwiches	1140 Wayzata Boulevard East
Maggie's Restaurant	844 Lake Street East
Punch Pizza	1313 Wayzata Boulevard
Starbucks Coffee	740 Lake Street East
Woodhill Country Club	200 Woodhill Road
2016 Food Vehicle License	

Bruegger's	1179A Wayzata Boulevard
Maggie's Restaurant	844 Lake Street East
2016 Gasoline Filling Station License	
Eurosport of Wayzata	1022 Wayzata Boulevard East
Holiday Stationstore	1325 Wayzata Boulevard East
Wayzata BP	1490 Wayzata Boulevard East
2016 Seasonal Permanent Food Stand License	
Wayzata Yacht Club	110 Eastman Lane
2016 Seasonal Sidewalk Café License	
Ben & Jerry's	539 Lake Street East
Caribou Coffee	609 Lake Street East
Gianni's	635 Lake Street East
McCormick's	331 Broadway Avenue
Starbucks Coffee	740 Lake Street East
Yogurt Lab	701 Lake Street East
2016 Tobacco License	
Holiday Stationstore	1325 Wayzata Boulevard East
North Shore Vape	1310 Wayzata Boulevard East
Walgreens	1055 Wayzata Boulevard East
Wayzata BP	1490 Wayzata Boulevard East
Wayzata Wine & Spirits	747 Mill Street
2016 Tree Removal and Treatment License	
Neiberger's Superior Tree Care	Wayzata, MN

2015 and 2016 MUNICIPAL LICENSES FOR CITY COUNCIL APPROVAL ON 11/17/2015

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

NEW Food License - 2015	
Peoples Organic Coffee & Wine Café	765 Lake Street East
2016 3.2% On Sale Liquor License	
Chipotle Mexican Grill	1313 Wayzata Blvd, Suite 300
D'Amico & Sons	810 Lake Street East
Jade Fountain Chinese Restaurant	838 Lake Street East
Maggie's Restaurant	844 Lake Street East
Noodles & Company	1179 Wayzata Blvd East
Punch Pizza	1313 Wayzata Blvd
2016 3.2% Off Sale Liquor License	
Holiday Stationstore	1325 Wayzata Blvd East

**WAYZATA POLICE DEPARTMENT
ACTIVITY REPORT - OCTOBER, 2015**

Disturbance **Reported:** 10-30-2015 2215

Report of a loud party. Resident was advised.

Addresses Involved

100 block of Babcock La W, Wayzata, MN

Juvenile **Reported:** 10-30-2015 1627

Report of juveniles climbing trees and playing on the railroad tracks. Juveniles were advised and left the area.

Addresses Involved

600 block of Lake St E, Wayzata, MN

Utility/Public Works Issue **Reported:** 10-30-2015 1118

Report of a smell of gas in the building. Building tested, no gas found. Staff declined medical treatment.

Addresses Involved

2400 block of Industrial Blvd W, Long Lake, MN

Disturbance **Reported:** 10-29-2015 2153

Report of loud music. Officer heard a loud television upon arrival. Resident advised.

Addresses Involved

600 block of Wayzata Blvd E, Wayzata, MN 55391

Suspicious **Reported:** 10-29-2015 1749

Report of an attempted phone scam. No personal information was obtained.

Addresses Involved

100 block of Inglewood St, Long Lake, MN 55391

Theft **Reported:** 10-29-2015 1441

Report of a theft. Loss \$966.

Addresses Involved

700 block of Lake St E, Wayzata, MN 55391

DWI **Reported:** 10-28-2015 1828

44 year old female from Wayzata arrested for driving while under the influence of alcohol. Tested .09

Addresses Involved

100 block of Central Ave N, Wayzata, MN 55391

Names Involved

(Arrested) Schewe, Noel Katherine (Age:44)

Utility/Public Works Issue **Reported:** 10-27-2015 0221

Report of water leaking in several apartments. Pipe burst. Water was shut off and maintenance was notified.

Addresses Involved

100 block of Promenade Ave, Wayzata, MN 55391

Controlled Substance **Reported:** 10-26-2015 2042

21 year old male from New Hope arrested for possession of a controlled substance.

Addresses Involved

16000 block of Hwy 12 E, Wayzata, MN 55391 USA

Names Involved

(Arrested) Mccarthy, Ryan Edward (Age:21)

Fire **Reported:** 10-25-2015 1412

Dumpster fire. Fire was extinguished. No damage.

Addresses Involved

1900 block of Central Ave, Long Lake, MN

Traffic Offense **Reported:** 10-24-2015 2249

Charges pending against a 45 year old male from Wayzata for driving after cancellation IPS.

Addresses Involved

Highway 12 & Central Ave, Wayzata, MN 55391 USA

Warrant **Reported:** 10-24-2015 1521

19 year old male from Wayzata arrested on a warrant.

Addresses Involved

600 Rice St E, Wayzata, MN 55391

Names Involved

(Arrested) Duopu, Mansfield G M Elkanah (Age:19)

Theft of Vehicle **Reported:** 10-24-2015 1246

Report of a theft of a vehicle. Loss \$18,000.

Addresses Involved

1800 block of Wayzata Blvd, Wayzata, MN 55391

Fraud **Reported:** 10-23-2015 1036

Report of an attempted phone scam. No personal information was obtained.

Addresses Involved

100 block of Peavey Lane, Wayzata, MN 55391

Animal **Reported:** 10-22-2015 1214

Report of a dog bite.

Addresses Involved

100 block of Glenbrook Road N, Wayzata, MN 55391

Burglary-Residential **Reported:** 10-22-2015 0957

Report of a burglary of a garage. Loss approximately \$380.

Addresses Involved

300 block of Ferndale Rd S, Wayzata, MN

DWI **Reported:** 10-21-2015 2153

27 year old male from Mound arrested for driving while under the influence. Tested .15

Addresses Involved

County Road 15 West & Woodhill Rd, Orono, MN 55356

Names Involved

(Arrested) Cirspinski, Nicholas Patrick (Age:27)

Disturbance **Reported:** 10-19-2015 2243

Report of a female causing a disturbance on the property.

Addresses Involved

400 block of Dexter Dr, Long Lake, MN 55391

Utility/Public Works Issue**Reported:** 10-19-2015 0957

Report of a natural gas odor in a business. Fire Department and gas company were unable to detect any gas.

Addresses Involved

1400 block of Wayzata Blvd E, Wayzata, MN 55391

Damage to Property - Criminal**Reported:** 10-19-2015 0942

Report of a vehicle being "keyed" in the parking lot. Loss approximately \$1000.

Addresses Involved

600 block of Lake St E, Wayzata, MN 55391

Fire**Reported:** 10-18-2015 1834

Report of a recreational fire producing a large amount of smoke. Advised to extinguish the fire.

Addresses Involved

1900 block of Wayzata Blvd W, Long Lake, MN 55356

Damage to Property - Criminal**Reported:** 10-17-2015 1348

Report of a broken windshield. Loss approximately \$600.

Addresses Involved

1400 block of Wayzata Blvd W, Long Lake, MN 55356

Damage to Property - Criminal**Reported:** 10-16-2015 2010

Report of a vehicle being "keyed" in the parking lot. Unknown loss at this time.

Addresses Involved

100 block of Circle A Dr S, Wayzata, MN 55391

Fraud**Reported:** 10-16-2015 1005

Report of an attempted phone scam. Ongoing issue. No loss at this time.

Addresses Involved

200 block of Glenmoor Lane, Long Lake, MN 55356

Unwanted Person**Reported:** 10-15-2015 1838

Report of an unwanted male. Male retrieved some personal belongings and left.

Addresses Involved

100 block of Walker Ave N, Wayzata, MN 55391

Fraud**Reported:** 10-15-2015 1406

Report of a scam attempt via internet and mail. No loss.

Addresses Involved

200 block of Central Ave N, Wayzata, MN 55391

Disturbance**Reported:** 10-14-2015 1837

Report of a car alarm sounding. Sound was coming from a construction vehicle.

Advised of city ordinance and to stop construction for the night.

Addresses Involved

Rice St E & Superior, Wayzata, MN

Trespass**Reported:** 10-14-2015 1406

Male was cited for possession of marijuana and trespassed from the property.

Addresses Involved

1300 block of Wayzata Blvd E, Wayzata, MN

Theft**Reported:** 10-14-2015 1337

Report of theft. Loss \$100.

Addresses Involved1300 block of Wayzata Blvd E , Wayzata, MN 55391

Disturbance**Reported:** 10-13-2015 2110

Report of an intoxicated female causing a disturbance. Female locked herself out of the residence. Advised.

Addresses Involved100 block of Circle A Dr S, Wayzata, MN 55391

Ordinance**Reported:** 10-13-2015 1910

Charges pending for tree removal company operating in the city without a permit.

Addresses Involved600 block of Bushaway Road, Wayzata, MN 55391 USA

Harassment**Reported:** 10-13-2015 0956

Report of harassing communications. Male advised to cease and desist all communications.

Addresses Involved300 block of Park St E, Wayzata, MN 55391

Disturbance**Reported:** 10-12-2015 2335

Report of a car alarm sounding intermittently. Attempted contact with vehicle owner.

Addresses Involved200 block of Central Ave N, Wayzata, MN 55391

Assist**Reported:** 10-11-2015 1656

Assist to Water Patrol on a medical emergency.

Addresses Involved700 block of Lake Street E, Wayzata, MN 55391

Railroad Issue**Reported:** 10-09-2015 1627

Report of 15 juveniles on the railroad tracks. Juveniles were advised.

Addresses Involved700 block of Lake St E, Wayzata, MN 55391

Disturbance**Reported:** 10-08-2015 2042

Male refused to leave business. While officers were present, male was advised by employees to leave and not to return.

Addresses Involved700 block of Mill St, Wayzata, MN 55391

Warrant**Reported:** 10-07-2015 1636

37 year old male from Columbia Heights arrested on an outstanding warrant.

Male paid cash bail and was released with a court date.

Addresses Involved

2100 block of Grand Ave, Long Lake, MN

Names Involved(Arrested) Velin, Carl James (Age:37)

Warrant **Reported:** 10-07-2015 1438

45 year old male from Wayzata arrested on a warrant.

Addresses Involved

1100 block of Lasalle St , Wayzata, MN

Names Involved

(Arrested) Dixon, Matt (Age:45)

Warrant **Reported:** 10-07-2015 0222

29 year old male from Plymouth arrested on an outstanding warrant.

Addresses Involved

Rosswood La & Harmony Circle , Wayzata, MN

Names Involved

(Arrested) Flickinger, Jeremy Chris (Age:29)

Disturbance **Reported:** 10-06-2015 2002

Noise complaint. Construction crew working after hours. Construction supervisor was advised.

Addresses Involved

Indian Mound & Minnetonka Ave S, Wayzata, MN 55391

Fire **Reported:** 10-05-2015 1633

Report of a pole on the docks smoldering. Wayzata Fire responded.

Addresses Involved

700 block of Lake St E, Wayzata, MN 55391

Burglary-Residential **Reported:** 10-04-2015 1156

Report of several theft from vehicles in the garage area. Unknown loss at this time.

Addresses Involved

400 block of Wayzata Blvd E, Wayzata, MN 55391

DWI **Reported:** 10-04-2015 0939

47 year old male from New Hope arrested for driving while under the influence. Tested .25

Addresses Involved

Bushaway Rd & Hwy 12, Wayzata, MN

Names Involved

(Arrested) Ryan, John Patrick (Age:47)

Burglary-Residential **Reported:** 10-04-2015 0816

Report of several theft from vehicles in the garage area. Loss approximately \$7000 in property and damages.

Addresses Involved

100 block of Gleason Lake Rd, Wayzata, MN 55391

Theft **Reported:** 10-03-2015 1720

Report of a theft of a metal art piece. Loss \$800.

Addresses Involved

700 block of Lake St E, Wayzata, MN

Suspicious **Reported:** 10-03-2015 1208

Report of an attempted phone scam. No personal information was obtained.

Addresses Involved

100 block of Wayzata Blvd W, Wayzata, MN

Fraud **Reported:** 10-02-2015 0931

Report of an attempted scam. No loss at this time.

Addresses Involved

1900 block of Wayzata Blvd E, Wayzata, MN

Recovered Property **Reported:** 10-01-2015 1256

Stolen vehicle located unoccupied with ignition punched, flat tires, and damage from an accident.

Vehicle was stolen from Minneapolis.

Addresses Involved

1400 block of Wayzata Blvd E, Wayzata, MN

TRAFFIC – OCTOBER, 2015

CITATIONS	142
WRITTEN WARNINGS	23
VERBAL WARNINGS	41

Description	Oct 2015
MISSING ANIMAL	2
MISSING/LOST PROPERTY	3
FOUND ANIMAL	1
FOUND PROPERTY	4
ABANDONED VEHICLE	1
RECOVERED STOLEN PROPERTY	1
PIMV	3
PDMV	14
H & R PDMV	2
PDMV & DEER	1
FALL/CUT	2
ANIMAL BITE	1
Other Fire/Smoke	1
Structure/Object Fire	1
FIRE ALARM	5
GAS LEAK/SMELL	3
HAZ ROAD CONDITION	11
RR Crossing Hazard	2
SUICIDE ATTEMPT	1
SUICIDE THREAT	1
SUDDEN DEATH	1
OTHER MEDICAL	32

Medical Alarm	1
72 Hour Hold/Emergency Admission	1
WELFARE CHECK - ADULT	7
WELFARE CHECK - JUV	1
INFO REC'D	8
CIVIL MATTER	4
Trespass Warn/Order	1
DISTURBANCE/FIGHT/LOUD PARTY/HARASSMENT	16
RECEIVE COURT ORDER/OFP	1
SUSPICION	23
SCAM/FRAUD ATTEMPT	6
BURNING COMPL	1
MISC. JUVENILE PROBLEM	3
DRIVING/TRAFFIC COMPLAINT	29
PARKING COMPL	2
RECORD CHECKS	11
FIREARM PERMIT	4
HC SHERIFFS PERMIT TO CARRY	6
LIQUOR LICENSE CHECKS/PERMIT	2
PARKING PERMIT	1
OTHER ORD VIOL (JUNK CARS, ETC)	1
ANIMAL VIOLATION - Verbal Warning	1
ANIMAL COMPLAINT/CHECK	7
DISPATCH ANIMAL	1
DOG LICENSE ISSUED	2
PATROL REQUEST	1
FUNERAL ESCORT	2
ADULT PROTECTION ASSIST	2
FINGERPRINTS	6
ASSIST CHILD PROTECTION	4
MOTORIST ASSIST/STALL	9
UTILITY PROBLEM	3
PUBLIC ASSIST	12
LOCKOUT	9
BUSINESS ALARM	21
CO2 ALARM	2
HOME ALARM	9
911 HANG-UP	13
ASSIST OTHER DEPT	13
WARRANT/ATTEMPT/ARREST	6
TRAFFIC CONTROL / DIRECT ENFORCEMENT	10
ADMINISTRATIVE DUTIES	1
CASE FOLLOW UP	1
TERR THREATS-INFLT BH-UNK WEAP-ADULT-STR	1
BURG 2-UNOCC RES NO FRC-N-UNK WEAP-COM THEFT	1

BURG 2-UNOCC RES NO FRC-U-UNK WEAP-COM THEFT	1
BURG 3-UNOCC RES NO FRC-N-UNK WEAP-COM THEFT	1
DRUGS-SMALL AMOUNT MARIJUANA-POSESSION	1
CON SUB 5-POSSESS-METHAM-UNK	1
CRM AGNST FAM-FE-SEX ABUSE-VULN ADLT	1
TRAFFIC-GM-OTHER-MV	1
TRAF-AC-GM-2ND DEG DWI-UI ALCOHOL-MV	1
TRAF-AC-GM-3RD DEG DWI-UI ALCOHOL-MV	2
CSC 3-NO FRC-OTH FAM-UNDER 13-M	1
JUVENILE-RUNAWAY	1
PROP DAMAGE-GM-PRIVATE-OTHER INTENT	2
PROP DAMAGE-MS-PRIVATE-OTHER INTENT	2
THEFT-501-1000 DLRS GM-BLDG-SERVICES	1
THEFT-501-1000 DLRS GM-BLDG-OTHER	2
THEFT-500 OR LESS MS-BLDG-OTH PROP	1
VEH-MORE THAN 2500-FE-THEFT-TRUCK-BUS	1
WEAPONS-MS-CARRY-PISTOL-LIC VIOLATION	1
CRIM AGNST ADM JUST-GM-GIVE FLSE NAM-POL	1

2014	2015 June	2015 July	2015 August	2015 Sept	2015 Oct	2015
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BUILDING CONSTRUCTION

NUMBER OF BLDG. PERMITS	197	24	30	20	20	19	228
PROJECT VALUE	\$71,316,194.31	\$1,407,629.00	\$2,838,652.00	\$1,640,069.00	\$3,263,880.00	\$10,214,351.75	\$41,186,609.75
BUILDING PERMIT FEE	\$398,821.84	\$12,648.25	\$23,077.50	\$12,557.60	\$23,910.50	\$51,251.50	\$275,623.95
PLAN CHECK FEE	\$239,736.80	\$5,742.63	\$9,252.75	\$4,360.14	\$14,558.85	\$32,470.24	\$148,107.24

EXTERIOR REPAIR

NUMBER OF PERMITS	69	6	8	24	21	9	87
PROJECT VALUE	\$868,852.35	\$59,785.00	\$137,313.00	\$525,114.43	\$199,151.13	\$338,797.00	\$1,545,914.11
PERMIT FEE	\$15,457.53	\$ 1,165.25	\$ 2,294.75	\$ 7,257.00	\$ 3,927.25	\$ 3,944.25	\$23,128.75

MECHANICAL

NUMBER OF PERMITS	213	19	50	11	12	18	207
PROJECT VALUE	\$6,434,508.61	144,609.00	789,171.00	502,559.00	268,920.00	216,305.60	\$3,175,270.11
PERMIT FEE	\$108,666.50	2,950.90	13,994.36	8,080.68	5,094.00	4,306.12	\$58,542.01

PLUMBING

NUMBER OF PERMITS	193	26	27	11	19	23	219
PROJECT VALUE	\$4,316,761.00	\$127,994.50	\$249,817.00	\$47,623.00	\$102,990.05	\$185,764.00	\$1,757,153.34
PERMIT FEE	\$75,280.16	\$2,766.62	\$4,879.26	\$1,030.48	\$2,181.50	\$3,851.28	\$35,122.16

TOTAL # OF PERMITS	672	75	115	66	72	69	741
TOTAL INCOME	\$837,962.83	\$25,273.65	\$53,498.62	\$33,285.90	\$49,672.10	\$95,823.39	\$540,524.11

NUMBER OF INSPECTIONS

BUILDING	1061	96	99	70	78	91	956
EXTERIOR	86	6	11	22	49	11	120
HVAC	471	33	30	39	23	32	382
PLUMBING	401	41	43	24	44	43	460
OTHER	6	0	0	0	0	1	2
TOTAL # OF INSPECTIONS	2027	176	183	155	194	178	1920

RENTAL HOUSING INSPECTIONS

INSPECTIONS	119	4	2	3	1	2	96
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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

MEMORANDUM

DATE: November 12th, 2015

TO: Mayor Willcox and Councilmembers

FROM: Jason J. Peters, Management/Planning Intern

RE: Public Art Policy

On November 4th, 2015, the City Council reviewed and made comments regarding a draft of a city-wide Public Art Policy. This policy was developed to help guide the city during the Circle A/Lake Street Roundabout project, as well as future public art projects.

Staff has made several grammatical and formatting edits to the draft policy, as well as edits to address the City Council's comments and concerns as stated on November 4th. These edits include:

- Public Art #3, #4, and #5
 - Additional language to clarify under what conditions the city should consider accepting donations of Public Art and to clarify that the costs for the on-going maintenance and repair shall be considered in all cases.
- Process for Selection #3
 - New language to clarify that the Public Art Selection Committee is to be selected on a project by project basis.
- Public Review and Comment Period
 - Changed language regarding the public comment and review period from “before the proposal is submitted to the City Council” to “after the Public Art Selection Committee’s recommendation has been submitted to the City Council” in an effort to give the public a better opportunity to weigh in on the recommendation.
- Composition of the Public Art Selection Committee
 - Additional language to indicate that the Public Art Selection Committee is not a standing committee of the city and the committee will be selected on a project by project basis.



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

Mayor:

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City Manager:

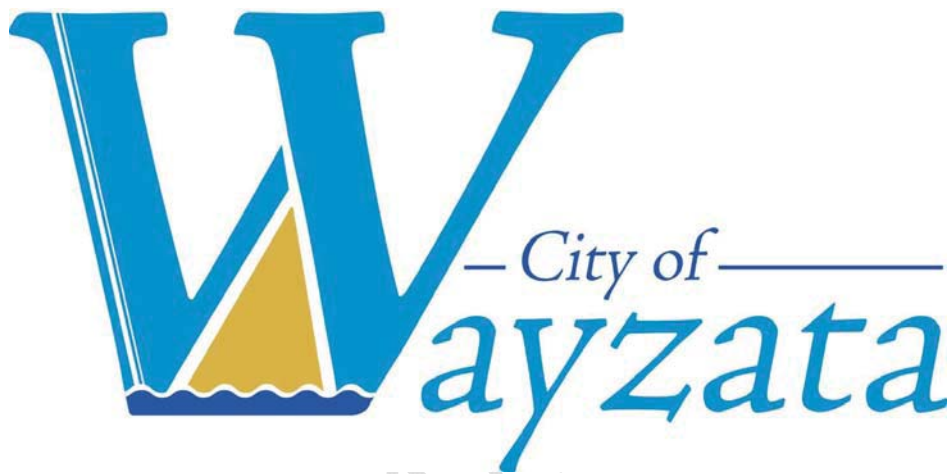
Heidi Nelson

- Composition of the Public Art Selection Committee #7
 - o Changed the selection of a “second arts professional” to an “interested member of the community”, in the event there is not an architect, design team member, or non-public site owner involved in the project.
- Duties and Responsibility of the Public Art Selection Committee
 - o Moved and added language to clarify that the role of the Public Art Selection Committee is strictly to make an advisory recommendation to the City Council.

A redlined version of the draft Public Art Policy presented on November 4th has been attached to highlight the above mentioned edits. Staff has also attached a revised draft and is requesting approval of the Public Art Policy for 2015 – 2016.

Attachments:

Redline Public Art Policy for 2015 – 2016
Public Art Policy for 2015 – 2016



Public Art Policy 2015 -2016

Created/updated: 2015

Revised:

**City of Wayzata
Public Art Policy 2015-2016**

Purpose and Intent.

The purpose of this Public Art Policy is to foster the city's Comprehensive Plan goal of addressing the community's desire to increase the city's public arts programs and policies. The intent of the Public Art Policy is to develop processes, policies and procedures that will:

1. Guide the city's approach to Public Art in new development or redevelopment;
2. Provide a mechanism for the inclusion of Public Art throughout the city;
3. Encourage the creation and enhancement of public spaces;
4. Enrich the city's public environment for its residents, business community, and visitors by providing a world class guest experience;
5. Insure that stakeholders in the community are given a forum share their perspectives, input, experience, and knowledge; and
6. Provide Public Art with the highest quality of aesthetic experience that has a "Home Town" feel and celebrates the proud history of the lake.

Public Art

Public Art is defined as works of craft or art in any medium that have been reviewed against adopted and standardized criteria, approved, and formally accepted for ownership by the city for installation in public locations, in or on publicly owned buildings, on publicly owned land, or in or on other locations leased or provided to the city through donation, easement or other means for a period of not less than five years duration. Public Art includes sculpture, murals, fountains, statues and any other form of two or three dimensional work in any medium appropriate for the location otherwise meeting the approval criteria. All art, sculpture or other works owned by the city acquired through any means or process and located in or on publicly owned or controlled buildings or land at the adoption of this policy are, by definition, Public Art as herein defined.

All proposed Public Art must comply with applicable statutes such as the Uniform Municipal Contracting Law, environmental laws, and disability/accessibility laws. In addition, all proposed Public Art must meet the following guidelines before being considered:

1. The selected artist shall enter into a Personal Services contract with the city for the creation of the Public Art that shall include but not be limited to the following:
 - a. The Public Art is made of quality materials.
 - b. The Public Art is free of defects.
 - c. The Public Art is an original product of the artist's own creative efforts and do not infringe on any third party's copyrights or other intellectual property rights.
 - d. The complete work for the Public Art will be done in a timely and professional manner.

- e. Public Art that is purchased, commissioned or accepted as a donation Public Art shall be the property of the cCity.
 - f. The Public Art shall remain accessible to public viewing for as long as the city owns the Public Art.
 - g. The City retains the right to transfer Public Art from one city-owned site to another, as it deems necessary, to place the Public Art in storage, in another facility, or to make a temporary loan to another agency or organization.
 - h. Absolute ownership and control of the Public Art must pass to the cCity, including all drawings, proposals, sketches, and other conceptualizations of the Public Art. All intellectual property rights, including patents, copyrights and moral rights, must be assigned to the city. The applicant artist or donor shall waive all intellectual property rights, including moral rights, to the Public Art.
2. The city retains the right to deaccession of Public Art if it no longer desires to retain it as a component of the public art program.
 3. Donations will not be accepted where a condition of donations requires permanent exhibition.
 3. The city is discouraged from accepting donations of Public Art when funds for the on-going maintenance and repair of the gift are not included and when as a condition of the gift the city is required to pay for the installation, framing, and restoration.
In the judgment of the majority of the Public Art Selection Committee and the city Council, the Public Art must be appropriate for display to the general public.
 - 4.
 5. In any city initiated Public Art project, the city shall take into account the on-going maintenance and repair anticipated throughout the lifespan of the project in its operating and maintenance budgets.
 4. Cost of on-going maintenance and repair anticipated throughout the lifespan of the Public Art must fall within normal city operation and maintenance budget allocations.
 5. Donations that require the city to pay installation, framing, restoration, maintenance or repair are not encouraged.
 6. Artist or provider may request a specific site. However, each placement will be evaluated based upon suitability of the Public Art for the site. The Public Art Selection Committee will make a recommendation to the City Council concerning an appropriate site the Public Art.
 - 6.7. In the judgment of the majority of the Public Art Selection Committee and the City Council, the Public Art must be appropriate for display to the general public.
 - 7.8. If the proposal accepted by the city is a concept design for Public Art then the final product must match the approved concept design.

Process for Selection

Public Art may be acquired through limited competition, open competition, artist invitation, or direct purchase. The process for evaluating proposals is as follows:

1. Proposals for placement of Public Art must be made in writing to the city.
2. Public comment period announced whereby the city can obtain feedback from the community.

3. Evaluation by an advisory Public Art Selection Committee selected by the Ceity Council on project by project basis.
4. Public Art Selection Committee shall make an advisory recommendation regarding the proposed Public Art to the City Council based upon the public comment and the Public Art Selection Committees' perspectives, input, experience, and knowledge.
5. Action by the City Council.

Public Review and Comment Period

Each Public Art proposal will be announced to the public at a regular City Council meeting and then made available for public review and comment for a minimum of thirty (30) days before after the Public Art Selection Committee's recommendation has been proposal is submitted to thea City Council.

Required Information for Public Art Proposal

The written Public Art proposal submitted to the city must include the following:

1. A photo or drawing of the Public Art.
2. Appraised value of the Public Art.
3. Description of materials used to create Public Art, including materials needed to display/secure the Public Art.
4. Dimensions of Public Art including appropriate base materials needed at the public site.
5. Description, including materials, dimensions, wording and location, of interpretive signage for the Public Art.
6. Statement regarding relationship to proposed site including aesthetic, cultural, or historic ties.
7. Statement of probable lifespan of the Public Art and annual maintenance needed to maintain Public Art integrity.
8. Statement as to whether the Public Art is unique or duplicates other work by the same artist.

Composition of the Public Art Selection Committee

The Public Art Selection Committee is not a standing committee of the city and each Public Art Selection Committee will be appointed on a project by project basis by the City Council. Each Public Art Selection Committee will ~~Public Art Selection Committee will~~ consist of a minimum of seven (7) members. The seven (7) members shall be, as follows:

1. One (1) interested members of the community-at-large.
2. One (1) City Council member.
3. One (1) representative of the City's Parks and Trails Board.
4. One (1) representative of the City's Heritage Preservation Board.
5. One (1) representative of the City's Public Works Department.

6. One (1) member of the architect or design team, or of the non-public site owner, if applicable. If no architect, design team member, or non-public site owner is involved, an interested member of the community-at-large second arts professional will be appointed.
7. One (1) arts professional, if available. A qualified member and/or staff member of the Minnesota State Arts Board or Metropolitan Regional Arts Council, or Minnetonka Center for the Arts may serve in this capacity. Appointments will specifically exclude dealers, agents or representatives of artists applying or working before or with the panel.
8. Wayzata Historical Society Liaison: When the site under consideration is located within or near a locally or nationally designated historic property (or upon any individually designated city of listed property, the City Council will request the appointment of one (1) liaison from the Wayzata Historical Society to serve on the Public Art Selection Committee. The liaison shall be appointed by the Wayzata Historical Society Board.

Duties and Responsibility of the Public Art Selection Committee

In all cases, a Public Art Selection Committee decision is an advisory recommendation, with final authority remaining with the City Council. The Public Art Selection Committee shall work within parameters established by the City Council including overall budget, site constraints, and program goals. The Public Art Selection Committee's duties may include the following:

1. Based on the established budget, develop a realistic project scope, and determine if the budget is sufficient to warrant advertising for artists locally, regionally or nationally.
2. Drafting, printing and distributing a Request for Proposal (RFP) plus any specific instructions relative to the chosen site. The RFP will provide a clear statement of project goals, a copy of the site plan, if applicable, and any other materials or considerations related to the project review.
3. Advertise for RFP using normal distribution methods, providing adequate time for artist response.
4. Review, evaluate, and discuss credentials, proposals and/or materials submitted by the artists.
5. Via majority vote, recommend the award of the commission or decide to further investigate any chosen finalists.
6. If further investigation of finalists is decided, draft a list of information and/or additional materials required. Conclude investigation as rapidly as possible, convene for further discussion and, via majority vote, recommend the award of the commission.
7. Inform the City Council in writing of the Public Art Selection Committee's advisory recommendation and citeing reasons for their decision. If the Public Art Selection Committee cannot reach an agreement on an advisory recommendation, the matter will be referred to the City Council.
8. The Public Art Selection Committee retains the right to make no advisory recommendation if, in its opinion, there is insufficient merit among the submissions. If this occurs, the City Council will determine whether to recommend that the Public Art project be abandoned, begin a new selection process, or take some other course of

action. ~~In all cases the Public Art Selection Committee decision is an advisory recommendation, with final authority remaining with the City Council.~~

Criteria for Review

The Public Art Selection Committee will make a recommendation based upon the following criteria:

1. The proposed Public Art should be compared with the artists' best work and the best works in the city's collection. The acquisition should strengthen, rather than dilute the city's collection.
2. If the Public Art is to be erected outdoors, the physical condition of the Public Art should be considered in terms of durability in an outdoor setting. Any requirements for immediate or future conservation should be noted.
3. The Public Art must add interest and meaning to the public location in which it is placed.
4. The Public Art must be compatible in scale, material, form and content with its surrounding and form an overall relationship with the public location. Public Art must conform to any existing Master Plan for the site.
5. The Public Art must have social, cultural, historical and physical context to both the public location, both existing and planned.
6. The Public Art must have a "Home Town" feel and celebrate the proud history of the lake.
7. The city's overall collection shall strive for diversity in style, scale, media, and artists.
8. Public Art whose message is exclusively religious in nature will not be accepted.
9. Public Art whose message is exclusively political in nature will only be considered if the political message is of a historical context.

Deaccessioning Public Art

Deaccession is a procedure for the removal and disposal of Public Art from ~~c~~City ownership. The city shall remove and dispose of Public Art in its collection when it finds such action to be in the best interest of the public based upon the following:

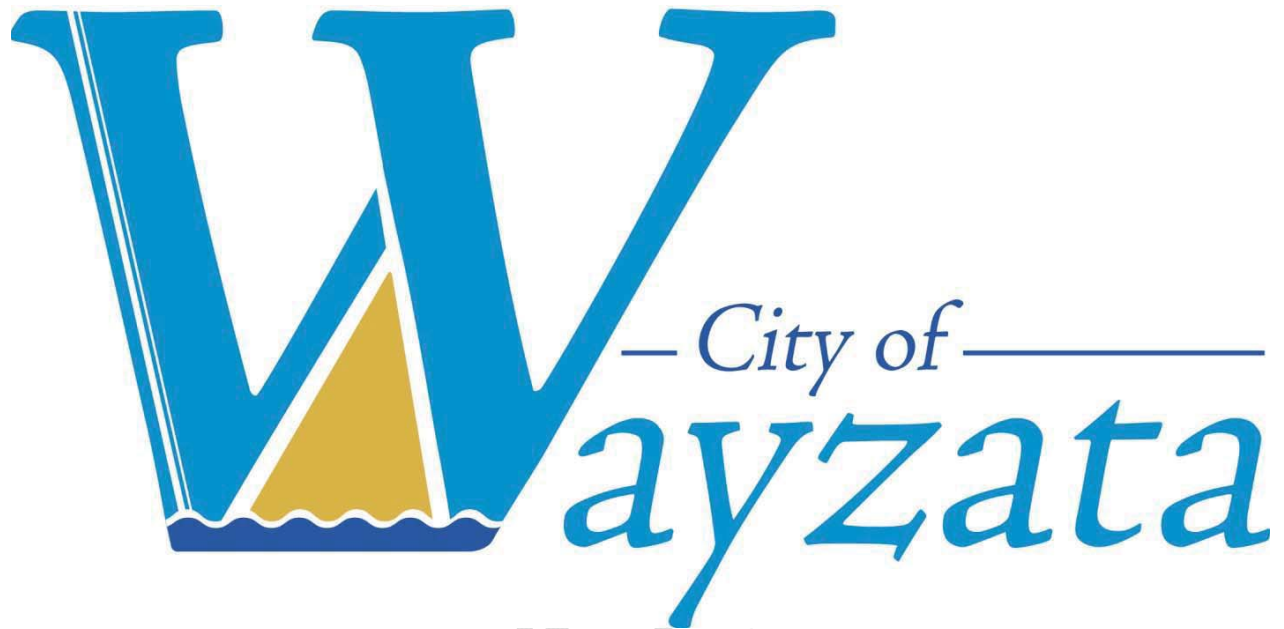
1. As a means of improving the quality of the city's Public Art collection
 - a. The Public Art has no relevance to the collection or serves no exhibition function.
 - b. The Public Art has a duplicate in the collection.
 - c. The Public Art no longer meets the current standards for Public Arts.
2. Due to concerns for public safety when a Public Art becomes a hazard or a public liability.
3. The Public Art is in a seriously deteriorated condition.
4. Removal should not be based on current fashion or taste. Attention should be paid to maintaining a Public Art collection which forms a continuum of the city's "Home Town" feel.

Recommendations for removal shall be made to the City Council who will then make a recommendation based upon the public benefit of the action to the City Council for final approval.

Each request for removal will be announced to the public a regular City Council meeting and then made available for public review and comment for a minimum of thirty (30) days before action is taken by the City Council.

Once approval for removal is granted, the Public shall be disposed of in accordance with Minnesota Statutes Chapter 471.

DRAFT 11/12/2015



Public Art Policy 2015 -2016

Created/updated: 2015

Revised:

City of Wayzata Public Art Policy 2015-2016

Purpose and Intent.

The purpose of this Public Art Policy is to foster the city's Comprehensive Plan goal of addressing the community's desire to increase the city's public arts programs and policies. The intent of the Public Art Policy is to develop processes, policies and procedures that will:

1. Guide the city's approach to Public Art in new development or redevelopment;
2. Provide a mechanism for the inclusion of Public Art throughout the city;
3. Encourage the creation and enhancement of public spaces;
4. Enrich the city's public environment for its residents, business community, and visitors by providing a world class guest experience;
5. Insure that stakeholders in the community are given a forum share their perspectives, input, experience, and knowledge; and
6. Provide Public Art with the highest quality of aesthetic experience that has a "Home Town" feel and celebrates the proud history of the lake.

Public Art

Public Art is defined as works of craft or art in any medium that have been reviewed against adopted and standardized criteria, approved, and formally accepted for ownership by the city for installation in public locations, in or on publicly owned buildings, on publicly owned land, or in or on other locations leased or provided to the city through donation, easement or other means for a period of not less than five years duration. Public Art includes sculpture, murals, fountains, statues and any other form of two or three dimensional work in any medium appropriate for the location otherwise meeting the approval criteria. All art, sculpture or other works owned by the city acquired through any means or process and located in or on publicly owned or controlled buildings or land at the adoption of this policy are, by definition, Public Art as herein defined.

All proposed Public Art must comply with applicable statutes such as the Uniform Municipal Contracting Law, environmental laws, and disability/accessibility laws. In addition, all proposed Public Art must meet the following guidelines before being considered:

1. The selected artist shall enter into a Personal Services contract with the city for the creation of the Public Art that shall include but not be limited to the following:
 - a. The Public Art is made of quality materials.
 - b. The Public Art is free of defects.
 - c. The Public Art is an original product of the artist's own creative efforts and do not infringe on any third party's copyrights or other intellectual property rights.
 - d. The complete work for the Public Art will be done in a timely and professional manner.

- e. Public Art that is purchased, commissioned or accepted as a donation Public Art shall be the property of the city.
 - f. The Public Art shall remain accessible to public viewing for as long as the city owns the Public Art.
 - g. The City retains the right to transfer Public Art from one city-owned site to another, as it deems necessary, to place the Public Art in storage, in another facility, or to make a temporary loan to another agency or organization.
 - h. Absolute ownership and control of the Public Art must pass to the city, including all drawings, proposals, sketches, and other conceptualizations of the Public Art. All intellectual property rights, including patents, copyrights and moral rights, must be assigned to the city. The applicant artist or donor shall waive all intellectual property rights, including moral rights, to the Public Art.
2. The city retains the right to deaccession of Public Art if it no longer desires to retain it as a component of the public art program.
 3. Donations will not be accepted where a condition of donations requires permanent exhibition.
 4. The city is discouraged from accepting donations of Public Art when funds for the on-going maintenance and repair of the gift are not included and when as a condition of the gift the city is required to pay for the installation, framing, and restoration.
 5. In any city initiated Public Art project, the city shall take into account the on-going maintenance and repair anticipated throughout the lifespan of the project in its operating and maintenance budgets.
 6. Artist or provider may request a specific site. However, each placement will be evaluated based upon suitability of the Public Art for the site. The Public Art Selection Committee will make a recommendation to the City Council concerning an appropriate site the Public Art.
 7. In the judgment of the majority of the Public Art Selection Committee and the City Council, the Public Art must be appropriate for display to the general public.
 8. If the proposal accepted by the city is a concept design for Public Art then the final product must match the approved concept design.

Process for Selection

Public Art may be acquired through limited competition, open competition, artist invitation, or direct purchase. The process for evaluating proposals is as follows:

1. Proposals for placement of Public Art must be made in writing to the city.
2. Public comment period announced whereby the city can obtain feedback from the community.
3. Evaluation by an advisory Public Art Selection Committee selected by the City Council on project by project basis.
4. Public Art Selection Committee shall make an advisory recommendation regarding the proposed Public Art to the City Council based upon the public comment and the Public Art Selection Committees' perspectives, input, experience, and knowledge.
5. Action by the City Council.

Public Review and Comment Period

Each Public Art proposal will be announced to the public at a regular City Council meeting and then made available for public review and comment for a minimum of thirty (30) days after the Public Art Selection Committee's recommendation has been submitted to the City Council.

Required Information for Public Art Proposal

The written Public Art proposal submitted to the city must include the following:

1. A photo or drawing of the Public Art.
2. Appraised value of the Public Art.
3. Description of materials used to create Public Art, including materials needed to display/secure the Public Art.
4. Dimensions of Public Art including appropriate base materials needed at the public site.
5. Description, including materials, dimensions, wording and location, of interpretive signage for the Public Art.
6. Statement regarding relationship to proposed site including aesthetic, cultural, or historic ties.
7. Statement of probable lifespan of the Public Art and annual maintenance needed to maintain Public Art integrity.
8. Statement as to whether the Public Art is unique or duplicates other work by the same artist.

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WAYZATA POLICE DEPARTMENT

Proudly Serving Wayzata and Long Lake

600 Rice Street
Wayzata, MN 55391-1734
(952) 404-5340
Fax: (952) 404-5359

MEMORANDUM

To: Heidi Nelson
From: Michael Risvold
Date: November 10, 2015
Re: Emergency Plan

Over the past nine months, the Lake Minnetonka Emergency Management Group has been working on updating our emergency operations plan. We have completed the final revisions and it has been distributed to all of the jurisdictions involved in our emergency management group. A copy in digital format as well as a hard copy will be supplied to you at the December 1, 2015 City Council meeting.

Attached to this memo is a resolution asking for your acceptance of the Lake Minnetonka Emergency Management Operations Plan. We would ask the City Council to approve the resolution accepting the changes to the plan.

Feel free to contact me if you have any questions.

CITY OF WAYZATA

RESOLUTION NO. 45-2015

**RESOLUTION ADOPTING THE UPDATED LAKE
MINNETONKA EMERGENCY OPERATIONS PLAN (LMEO)**

WHEREAS, the City of Wayzata is a member of the Lake Minnetonka Emergency Management Group; and

WHEREAS, the City of Wayzata holds a common ordinance describing the responsibilities of the Lake Minnetonka Emergency Management Group with the other jurisdictions; and

WHEREAS, the Emergency Managers for each jurisdiction, who are appointed by their elected boards, are responsible for the Lake Minnetonka Emergency Operations Plan; and

WHEREAS, the Lake Minnetonka Emergency Operations Plan must be updated and reviewed to ensure compliance with the latest laws and requirements; and

WHEREAS, the Lake Minnetonka Emergency Operations Plan has been updated and approved by the Lake Minnetonka Emergency Managers.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Wayzata approves the updates to the Lake Minnetonka Emergency Operations Plan as of December 1, 2015.

Adopted by the Wayzata City Council this 17th day of November, 2015.

Mayor Ken Willcox

ATTEST:

City Manager Heidi Nelson

ACTION ON THIS RESOLUTION:

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

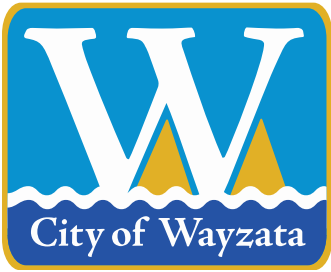
Absent:

Resolution:

I hereby certify that the foregoing is a true and correct copy of Resolution No. 45-2015 adopted by the City Council of the City of Wayzata, Minnesota, at a duly authorized meeting held on November 17, 2015.

Deputy City Clerk Becky Malone

SEAL



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

MEMORANDUM

DATE: November 12, 2015

TO: The Honorable Mayor and Members of the City Council

FROM: Becky Malone, Deputy City Clerk

RE: Public hearing for an On-Sale Wine License and an On-Sale 3.2% Malt Liquor License at Peoples Organic Coffee & Wine Café

Ametrine, Inc., the new owner of Peoples Organic Coffee & Wine Café, has applied for an on-sale wine license and an on-sale 3.2% malt liquor license for their restaurant located at 765 Lake Street E. The licensed premises will include the first floor indoor restaurant and outdoor patio on the east side of the restaurant.

The applicant applied for an on-sale wine license for the license period of November 17, 2015 through April 30, 2016, and an on-sale 3.2% malt liquor license for the license period of November 17, 2015 through December 31, 2015. The applicant paid pro-rated license fees of \$902.50 for both licenses.

A background investigation as it pertains to liquor licensing was conducted on the owners and manager and was found to be in satisfactory order. The applicant paid a background investigation fee of \$500.

The licenses must be reviewed by Alcohol and Gambling Enforcement following approval by the Wayzata City Council.

Staff recommends approval of both licenses.

Owner Diane Alexander will be present at the meeting to answer questions.

From: [Heidi Nelson](#)
To: [Sarah Dietrich](#)
Cc: [Becky Malone](#)
Subject: Re: People Organic
Date: Thursday, November 05, 2015 6:32:30 AM

Thank you Sarah!

Best,

Heidi

Sent from my iPhone

> On Nov 5, 2015, at 5:40 AM, Sarah Dietrich <sarahldietrich@icloud.com> wrote:

>

> Hi Heidi,

>

> I support Peoples Organic in getting their Wine & Malt Liquor Licenses.

> Thank You-

> Sarah

>

> Sarah Dietrich

> Dietrich Family LLC

> Crosscreek

> 744-810 E Lake St

> Wayzata, MN 55391

> 612-267-6452

>

>

>

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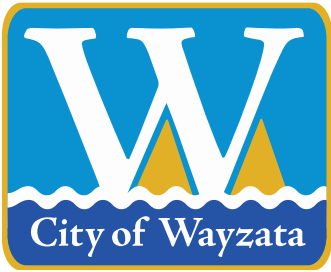
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>

2015 MUNICIPAL LICENSES FOR CITY COUNCIL APPROVAL ON 11/17/2015

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

NEW On-Sale Wine License 11/17/2015 - 04/30/2016	
Ametrine, Inc. DBA "Peoples Organic Coffee & Wine Café"	765 Lake St E
NEW On-Sale 3.2% Malt Liquor License 11/17/2015 - 12/31/2015	
Ametrine, Inc. DBA "Peoples Organic Coffee & Wine Café"	765 Lake St E



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: November 12, 2015

To: Mayor Willcox and Councilmembers

From: Heidi Nelson, City Manager

Subject: Finalize Programming and Pre-Design for Mill Street Ramp

Attached to this memo is a powerpoint presentation that summarizes the work that has been completed over the past year relative to the Downtown Parking Project, including Programming and Pre-Design for the Mill Street Ramp project. Several supporting documents are also attached that address specific information summarized in the slides. Staff will present the information, along with the consultants who have assisted with the various components of this work, then seek direction from the Council to finalize the Programming and Pre-Design for the Mill Street Ramp and proceed with Architectural/Engineering services for design of the ramp project.

Attachments include:

Civitas Memo dated 11/12/15

Letter from Beltz Enterprises, LLC dated 11/12/15

Ehlers Mill Street Ramp Funding Analysis dated 11/9/15

Ehlers memo re TIF Impacts on School Districts dated 11/12/15

Programming and Pre-Design Mill Street Parking Ramp

November 17, 2015

Commercial Corner for the Mill Street Ramp

- Letter received from Beltz Family regarding Commercial Corner of the Ramp (full letter attached to presentation):
 - Letter withdraws their interest in Public/Private Partnership (P3) and Commercial Corner of the Ramp
 - Supports construction of the Mill Street Ramp
 - Indicates their intention to submit an application for redevelopment of the Gold Mine/Mail Center properties.
 - Does not alter or relinquish Beltz' development rights north of Mill Street (2002 Development Agreement for 701 East Lake Street)
- Staff has prepared the information for this agenda item based on the withdrawal of interest in the P3 and Commercial Corner and no change to the terms of the 2002 development agreement.

Grade + 1 and Grade + 2

	Grade + 1 Level (No Commercial)	Grade + 2 Levels (No Commercial)	Grade + 2 Levels (With Roof/No Commercial)
Estimated Project Cost	\$7,020,000	\$9,720,000	\$12,300,000 (+500-600K for Green Roof)
Project Information			
Total Parking Stalls	328	447	447
Existing Surface Stalls	182	182	182
Net New Parking Stalls	146	265	265
Usage			
Beltz Redevelopment (South of Mill St.)	70	70	70
Estimated Lake Effect Impact & Demand	50	50	50
Surplus Parking	26	145	145

Examples of change in use/redevelopment

	Grade + 1 Level (No Commercial)	Grade + 2 Levels (No Commercial)	Grade + 2 Levels (With Roof/No Commercial)
Estimated Project Cost	\$7,020,000	\$9,720,000	\$12,300,000 (+500-600K for Green Roof)
Surplus Parking	26	145	145
Development Scenario	2,000 – 3,000 SF change to restaurant, OR 10,000 SF new commercial	10,000 SF restaurant (new or change of use), OR 40,000 SF commercial	10,000 SF restaurant (new or change of use), OR 40,000 SF commercial

RESTAURANT EXAMPLES

- **Sakana – 3,000 SF**
- **People's Organic – 3,700 SF**
- **District – 5,000 SF**
- **6 Smith – 7,000 SF**
- **COV – 8,000 SF**

COMMERCIAL EXAMPLES

- **COV Building – 15,000 SF**
(8,000 SF restaurant, 7,000 SF office)
- **People's Organic/Woollet's Building – 15,000 SF**
(3,700 SF restaurant, 11,300 retail)
- **Beltz Building, 701 Lake St E – 30,000 SF**
(9,000 SF retail, 19,000 SF office)
- **Burnet Building, 201 Lake St E – 32,000 SF office**
- **315 Lake St E – 63,000 SF**
(28,000 SF parking, 6,000 SF retail, 28,000 office)

Status of Carisch Ramp Easement for Public Parking

- Easement covers 285 stalls
- Easement expires August 17, 2017
- Negotiations to extend easement were not successful

Mill Street Ramp Project

Zoning Considerations

- Entitlement Requirements:
 - Current Comp Plan Land Use Designation – Institutional/Public
 - No changes needed to land use designation
 - Current Zoning – INS/Institutional
 - Zoning would remain INS/Institutional
 - City initiates zoning ordinance amendment for INS/Institutional District to add municipal parking ramp as a conditional use and provide standards for lot area, setbacks, and lot coverage
 - Subdivision
 - Preliminary and final plat to combine two lots into one and adjust Mill Street right of way
 - Design Review
 - Design review would be subject to Bluff District standards
- Entitlement Process
 1. Ordinance amendment for INS/Institutional district
 - Public Hearing at Planning Commission
 - City Council Approval (3/5 vote requirement)
 2. CUP, Subdivision, and Design Review
 - Public Hearing at Planning Commission
 - City Council Approval (3/5 vote requirement)

Capital Cost of Mill Street Ramp

Grade + 1 Estimated Capital Cost

\$7,020,00 (\$21,400 per stall)

Grade + 2 Estimated Capital Cost

\$9,720,000 (\$21,700 per stall)

How did we get to this capital cost estimate?

SRF (Jim Lasher, formerly LSA Design) has prepared this cost estimate. This estimate was based on Council feedback with regard to the quality desired for the structure and includes the following:

- budget to create a “commercial building for parking” with three-sided architecture
- expanded stair/elevator tower with restrooms and bike center, common refuse area
- post-tension concrete ramp and brick/stone/glass exterior (pre-cast would be less expensive but would change interior of ramp to feel smaller)
- interior finishes include wall/ceiling painting for added reflectivity and LED lighting
- parking stall electronics for accurate vacancy reporting, real-time signage
- Includes 33% soft cost/contingency
- Additional allowance of \$125K-\$150K for geopiers/soil correction for foundations
- Assumes 2016/2017 construction
- Many of the items above could be value-engineered to reduce the capital costs of the project

Plan of Finance

City of Wayzata

Funding Sources For Parking Ramp

Source	Action Steps Needed to Secure
Cash	None
TIF 5 (Pres Homes)	None
Widsten TIF	Need to obtain special legislation in 2016 Session. Funds would be available after the session (July 2016).
New TIF (Gold Mine/Adjacent Property)	Full process to complete creation of TIF district takes approximately 60 days. Would need a TIF agreement with Belts to provide them assistance to redevelop their 2 parcels since an in-district obligation is required if you want to pool dollars outside the TIF district.
TOTAL	N/A

Timing of Source	Cash Available in 2016	Cash Available Annually	# of Years of Annual Cash	Total
Available today - One time cash infusion to reduce bonding requirement	\$ 1,500,000	\$ -	N/A	\$ 1,500,000
Available today - 2015 Admin Available in future years - 2016 admin, 2017 admin and partial value on Block E and 2018 100% of Block E	\$ 130,000	\$ 520,000	24	\$ 12,609,993
Available in Mid 2016 - If special legislation approved	\$ 840,000	\$ 420,000	6	\$ 3,360,000
Available in 2018 - 20% of the TIF generated	\$ -	\$ 8,265	26	\$ 214,894
N/A	\$ 2,470,000	\$ 948,265	N/A	\$ 17,684,887

Source	Action Steps Needed to Secure
Cash	None
TIF 5 (Pres Homes)	None
Widsten TIF	Available today if special TIF legislation is not received
New TIF (Gold Mine/Adjacent Property)	Full process to complete creation of TIF district takes approximately 60 days. Would need a TIF agreement with Belts to provide them assistance to redevelop their 2 parcels since an in-district obligation is required if you want to pool dollars outside the TIF district.
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Available at end of 2015	\$ 240,000	\$ -	N/A	\$ 240,000
Available in 2018 - 20% of the TIF generated	\$ -	\$ 8,265	26	\$ 214,894
N/A	\$ 1,870,000	\$ 528,265	N/A	\$ 14,564,887

The full Plan of Finance document is attached as addendum to the presentation. Stacie Kvilvang with Ehlers will be present for the meeting to review the Plan of Finance.

TIF Impacts to School Districts

- Memo included in the packet re TIF impact to school districts
- Stacie Kvilvang will provide an overview of the information at the meeting

Civitas Review of Downtown Parking and Mill Street Ramp

- Civitas was provided background material from Downtown Parking Project work over past year as well as observed the site and conditions in downtown when on site
- Memo provided by Mark Johnson of Civitas is included in packet, in summary the memo stated:
 - Location for the ramp at Mill Street is appropriate given its ownership, current use and proximity to the need for parking
 - Support for grade +2 option to ensure adequate parking for valet service and any shifts in parking on Lake Street
 - Concern that estimated capital costs may be low
 - Identifies need to balance capital needs of parking with capital needs of Lake Effect with available funding

SRF Parking Study Findings

- Update Minimum Parking Requirements
- Update Shared Parking Standards
- Implement Management Tools:
 - Encourage turnover at prime customer spaces along Lake Street
 - Improve signage, mapping, wayfinding, and branding
 - Explore valet strategies
 - Designate employee parking
 - Expand trolley service
 - Encourage other modes

Use	Current Requirement	New Requirement
Office	4.0 / 1,000 SF	3.7 / 1,000 SF
Retail	4.0 / 1,000 SF	3.9 / 1,000 SF
Restaurant	25 / 1,000 SF	15.2 / 1,000 SF

Parking Pilot Projects

Learnings and Observations

Summer 2015

- Employee Parking
 - Should continue to pursue, low participation this summer. Some struggle without having a field of parking to direct employees to or a frequent transit system to connect to further parking lots.
- Public Valet
 - There is a market for public valet in downtown Wayzata. Until we have a field of parking to direct valet to, we will continue to have difficulties executing on downtown valet. The Mill Street Ramp should include a valet program and space allocated for that use.
- 2-Hour Parking Enforcement
 - Feedback was 2 hours was too brief, 3 hours was recommended time limit on short-term parking on Lake Street. Change out of 2 hour to 3 hour on signs will be complete by Dec 1.
- Other pilot projects:
 - Docks – Usage tracked, will continue to be tracked for next 2 seasons w/ existing vs new tracked. Information provided to Civitas for Signature Project input.
 - Trolley – Report provided with Pilot Project report in October 2015. 2016 budget includes allocation for continued Trolley operations.

Parking & Mobility District

Preliminary Uses & Sources for Parking District				
MOBILITY/WAYFINDING COST ALLOCATIONS				
USES				
Service		Annual Cost		
Bike Center/Rest Rooms		\$ 8,000.00		
Wayfinding Signage		\$ 5,000.00		
Valet		\$ 8,000.00		
Administration		\$ 5,000.00		
Annual Total		\$ 26,000.00		
SOURCES				
	Total Commercial SF in District	400,000 SF		
	Annual Cost per SF	\$ 0.07	Per SF per year	
PARKING STALL COST ALLOCATION				
USES		Option #1		
Service		Annual Cost		
Parking Stalls (450)		\$ 90,000.00		
Capital Fund		\$ 22,500.00		
Annual Total		\$ 112,500.00		
SOURCES				
	Allocate to Businesses that need Parking	\$ 250.00	per stall/year	
PER STALL CAPITAL				
		\$20,000-\$22,000	per stall/one time	

The Parking & Mobility District would be established concurrently with the construction of the Mill Street Ramp. The two key functions of a parking district are to allocate parking for uses within the district and pay for associated costs within the district. The district would be established under the Special Service District statute in State Law. (MN State Statute 428A.01-428A.101)

Parking District – Capital Costs

Concept #1 - Ammortize over the life of the Ramp at 0% Interest (assume 50 years)					
Per Stall Cost	\$	21,744	per stall		
Depreciated Years		50	years		
Annual Capital Cost	\$	435	annual lease per stall or \$36.25/month		
Annual Operating Cost	\$	225	annual O & M per year		
Annual Total Costs	\$	660			
Example					
4000 SF Office Needs 14 Parking Stalls					
14 Stalls x \$660 = \$9,240 per year or					
\$2.31/SF for Parking Cost over and Above NNN Lease					
Concept #2 - Ammortize over Commercial Depreciation Term of 39 Years at 0% Interest					
Per Stall Cost	\$	21,744	per stall		
Depreciated Years		39	years		
Annual Capital Cost	\$	558	annual lease per stall or \$46.50/month		
Annual Operating Cost	\$	225	annual O & M per year		
Annual Total Costs	\$	783			
Example					
4000 SF Office Needs 14 Parking Stalls					
14 Stalls x \$783 = \$10,962 per year or					
\$2.74/SF for Parking Cost over and Above NNN Lease					

Capital costs and O & M costs for a stall of parking would be paid by those properties/uses that require additional parking due to redevelopment or use change. Staff believes these two options are both relevant in the market as well as satisfy commercial finance underwriting for proof of parking.

Procurement Options

- **Design/Bid/Build**
 - City 100% in charge of all aspects of the project (like road reconstruction projects)
- **Agent Construction Manager**
 - Works for city on fixed fee for services
 - Prepares RFP/Q for A/E services which frees up city staff time
 - Bids project based upon final design
 - City at risk for unforeseen costs
- **Construction Manager at Risk**
 - City selects A/E services and provides guidance on budget
 - Works for city on fixed bid amount to construct ramp
 - No risk to City for unforeseen costs
- **Design/Build or Construction Manager/Design Team**
 - City completes portion of design then issues RFP/Q for contractor
 - Finalizes design and bids to build the project based upon design
 - City at risk for unforeseen costs

Council Direction

Direct staff to finalize Downtown Parking Project Report - Programming and Pre-Design for Mill Street Ramp section and proceed with Architectural & Engineering (A&E) Services for one of the following options:

Grade + 1

OR

Grade + 2
(Both options – no commercial corner)

Roof/No Roof (could be further explored/refined through design process, value engineered)

Alternative to selecting G+1 OR G+2: Proceed with A & E for Mill Street Ramp with G+1/G+2 options, determine size through design process

Future Decision Items

- Complete Entitlements
 - Institutional Zoning District amendment
 - CUP, Subdivision, Design Review
- Finalize Plan of Finance
 - Sources are known and identified
 - Plan of Finance to be finalized as design is furthered and better cost estimates are known
- Amend Parking Ordinance to reduce ratios
- Establish Wayzata Parking & Mobility District via Ordinance
 - Outlines areas included
 - Determines Value of annual parking leases for non-exclusive rights
 - Determines fees associated with O & M for non-exclusive rights to stalls
 - Determines fees for general operations of district

November 12, 2015

Memo

CIVITAS

To: Mary deLaittre
Heidi Nelson
From: Mark Johnson

>Urban Designers
>Landscape Architects
>Planners

re: Downtown Wayzata Parking at Mill Street

1. This memo summarizes a discussion with Mary deLaittre and Heidi Nelson regarding the potential parking garage as outlined in the city's presentation entitled Downtown Parking Project Update, September 15, 2015; and subsequently a review with Candace Damon of HRA Advisors.
2. All conversations that we have had in Wayzata regarding parking, including stakeholder meetings and comments from the public, indicate that parking is a widely shared concern.
3. Some observations are possible however:
 - a. People are accustomed to parking very near their destinations. That is a common characteristic of a small town, especially where people are coming to patronize locally owned and operated shops and restaurants -- parking far away and walking; parking in a garage; or parking out of sight of your destination seem impersonal and urban. It violates your expectation that Wayzata is small, friendly and intimate.
 - b. The only sites that appear to be available for downtown parking are the existing West Lot and the Mill Street site. Any other sites are not visible to the central businesses on Lake Street.
 - c. Valet parking in the recent trial run by the city and at COV has been well-utilized at the \$6 rate.
 - d. The West Lot can be developed as a joint use lot as proposed in the Lake Effect; however there is a built-in problem -- events that would close the lot to parking in favor of public use almost certainly coincide with weekends and evenings -- when parking demand for local businesses is highest. Closing the West Lot for event use is likely to hurt business if adequate additional parking or valet opportunities are not provided.

1200 Bannock Street
Denver, CO 80204
T: 303.571.0053
F: 303.825.0438
www.civitasinc.com

4. These factors suggest that there is value in providing additional parking in the form of a garage at Mill Street. However:
 - a. We have no specific information on demand for parking so cannot judge the possible utilization of the garage.
 - b. We understand that potentially 70 spaces might be allocated to a third party development; that puts pressure on the net available for valet and public use.
 - c. Multiple users of the garage (valet, public, third party) will increase management costs -- however parking management can play an important role in increasing utilization and benefits.
 - d. We understand that the parking garage associated with the building that houses McCormick's is subject to an agreement that expires soon, and that after expiration that parking may no longer be available to the general public.
5. We cannot evaluate the economics of the garage because we don't know enough about other city financial issues. However we are seeing an increase in the use of valet across the country; we are seeing an increase in public funding for parking as a public benefit in parks, cultural venues and public spaces that attract a large population; and even large cities are struggling with the cost of garages in a market where the public feels that charging for parking is a violation of free access to facilities (in Wayzata this would be the public lakefront).

There is a natural conflict in parking for business versus parking for public spaces and amenities. People rightfully expect that going to an open public park, lakefront or similar, should be free. Charging for parking at these amenities is seen as discriminatory.

Where business and public amenities exist in the same place and basically serve the same people, it is not possible to differentially charge people to park for one use and not the other. Paid valet parking is a middle ground that allows people to opt into more proximate or more convenient parking by paying, while non-paying people walk farther or look longer for a space. There is still discrimination in this policy but at least there are options for both customers and people who don't pay are not specifically excluded.

- 6 The presentation suggests that parking can be built at Mill Street for 21-22,000 per space. This is lower than we are seeing elsewhere (my current rule of thumb is 24K per space above ground, 30K per space below ground). Further, HRA has recent experience evaluating parking costs in the Twin Cities and that experience suggests that the garage estimates proposed at roughly \$9 million may actually be as high as \$11 million. If that were true, then debt service would raise from roughly \$680K to \$950 K.

If you look at the estimated net parking costs, Option One has 146 net spaces at a whopping cost of 48,000 per net space and Option Two has 265 net spaces at 36,679 per net space. Bear in mind these comparisons are not strictly apples to apples, but they do highlight the problem of Option One - the gross size of the facility has to carry a large portion of fixed costs (foundations etc.) that lead to high per space costs. The larger garage is more economically efficient, if it is reasonable to carry the higher debt service.

7. Our reflection suggests that the larger garage is the better option - better efficiency; more flexibility (thus needs less management); and more options (if, for example, you decide to have a modest parking charge that is less than the valet). In our years of work on this issue in Balboa Park, San Diego, our data indicates that a valet charge of \$10 attracts roughly 300 cars daily; a close-in garage charge of \$5 (unlimited time) attracts another 500 cars; while another 1500 cars park for free in more remote lots - a tiered pricing policy works in this location.
8. Option 2 offers more opportunity - to improve the streetscape and appearance of the facility and to potentially generate revenue from leased space, assuming that there is demand for the type of space that is built.
9. The Lake Effect Signature Project may have a significant impact on parking demand. Our preliminary conversations at the public meeting suggest that there are two views of the project. Some favor emphasizing low impact features designed primarily for local residents, while others are enthusiastic about ideas that would attract visitors and enhance downtown business. In the latter case, destination activities and programmed events could increase parking demand on evenings and weekends, putting further pressure on parking demand and needs for active parking management. Further, while paid parking would probably be

seen as very negative in Wayzata, it is a common consequence of high visitor use that parking charges are introduced as part of a parking management strategy (even more than as a revenue generation strategy).

10. Lastly, it is prudent to consider how the capital and O+M cost of a garage fit into the larger fiscal picture. Building the garage by assigning TIF revenues has to be balanced against the other capital and operational funds that might be needed to support all issues in downtown. Assigning the full TIF stream to the garage will put pressure on other needs.

This is especially important regarding other capital expenditures to improve Lake Street or the Lakefront. Our experience is very clear on this - if we seek private support for Lake Street or Lakefront improvements most donors will look to the city to make the core infrastructure improvements, so that private funds provide added benefits, not the core infrastructure. This is not only an issue of "fairness" it is an issue of public commitment. Whenever we have been involved in jointly funded public/private efforts, it is the demonstration of public commitment, long-term, to the physical improvements that convinces the private sector that donations are leveraging public investment. Few private donors want to step in and pay for improvements that most people would think of as the responsibility of government - "that's what our taxes are for".

Beltz Enterprises, LLC

October 12, 2015

Mrs. Heidi Nelson
City Manager
City of Wayzata
600 Rice Street E
Wayzata, MN 55391

RE: Public Private Partnership

Dear Heidi:

The Beltz family would like to thank the City for considering us as an option in the Public Private Partnership you have been exploring.

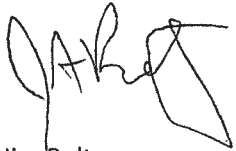
After careful consideration of the Terms & Conditions the City presented, our follow-up discussions and the overall Ramp and 8,000 square foot Commercial Development model, we would like to inform the City that we are not currently interested in pursuing either option at this time. If the Terms or the presented site plans change in regard to those two items, please let us know as we would be happy to continue to explore the conversation.

We remain committed to redeveloping the Goldmine and Mail Center properties. Based on our understanding of the Council's position on the Ramp it is our intent to submit a PUD application, consistent with the materials that were presented in our Council workshop, within the next 60 days.

Regarding Wayzata's future, the Beltz family respectfully encourages the City to responsibly address the parking shortages that currently exist as well as properly plan for the additional parking demand that will come with more redevelopment and the Lake Effect.

We look forward to working in a spirit of cooperation with City Staff and the Council as our respective development plans mature. Please feel free to call me at any time, 612-803-0908.

Best regards,



Jim Beltz

CC: Jimmy Beltz
Peter Coyle, Larkin & Hoffman
Dave Link, SourceGroup

City of Wayzata

Funding Sources For Parking Ramp

Source	Action Steps Needed to Secure	Timing of Source	Cash Available in 2016	Cash Available Annually	# of Years of Annual Cash	Total
Cash	None	Available today - One time cash infusion to reduce bonding requirement	\$ 1,500,000	\$ -	N/A	\$ 1,500,000
TIF 5 (Pres Homes)	None	Available today - 2015 Admin Available in future years - 2016 admin, 2017 admin and partial value on Block E and 2018 100% of Block E	\$ 130,000	\$ 520,000	24	\$ 12,609,993
Widsten TIF	Need to obtain special legislation in 2016 Session. Funds would be available after the session (July 2016).	Available in Mid 2016 - If special legislation approved	\$ 840,000	\$ 420,000	6	\$ 3,360,000
New TIF (Gold Mine/Adjacent Property)	Full process to complete creation of TIF district takes approximately 60 days. Would need a TIF agreement with Belts to provide them assistance to redevelop their 2 parcels since an in-district obligation is required if you want to pool dollars outside the TIF district.	Available in 2018 - 20% of the TIF generated	\$ -	\$ 8,265	26	\$ 214,894
TOTAL	N/A	N/A	\$ 2,470,000	\$ 948,265	N/A	\$ 17,684,887

Source	Action Steps Needed to Secure	Timing of Source	Cash Available in 2016	Cash Available Annually	# of Years of Annual Cash	Total
Cash	None	Available today - One time cash infusion to reduce bonding requirement	\$ 1,500,000	\$ -	N/A	\$ 1,500,000
TIF 5 (Pres Homes)	None	Available today - 2015 Admin Available in future years - 2016 admin, 2017 admin and partial value on Block E and 2018 100% of Block E	\$ 130,000	\$ 520,000	24	\$ 12,609,993
Widsten TIF	Available today if special TIF legislation is not received	Available at end of 2015	\$ 240,000	\$ -	N/A	\$ 240,000
New TIF (Gold Mine/Adjacent Property)	Full process to complete creation of TIF district takes approximately 60 days. Would need a TIF agreement with Belts to provide them assistance to redevelop their 2 parcels since an in-district obligation is required if you want to pool dollars outside the TIF district.	Available in 2018 - 20% of the TIF generated	\$ -	\$ 8,265	26	\$ 214,894
TOTAL	N/A	N/A	\$ 1,870,000	\$ 528,265	N/A	\$ 14,564,887

City Provides \$2.470 Million in Up Front Funding

Option	Project Costs	Cash on Hand	Withdrew Cash On Hand (With Special Legislation)	2015 & 2016 TIF Admin From Wazayata Bay Center Redevelopment (5%)	TOTAL	Bond Amount	Bond Term	Annual P & I (105%)	2018 Annual TIF Admin From Wazayata Bay Center	Net Annual Funds Over/(Under)
1	\$ 7,020,000	\$ 1,500,000	\$ 840,000	\$ 130,000	\$ 2,470,000	\$ 4,665,000	15	\$ 417,613	\$ 520,000	\$ 102,387
							20	\$ 339,940		\$ 180,059
2	\$ 9,720,000	\$ 1,500,000	\$ 840,000	\$ 130,000	\$ 2,470,000	\$ 7,405,000	15	\$ 668,529		\$ (148,530)
							20	\$ 541,150		\$ (21,150)

Bond Amount	Bond Term	Annual P & I (100%)	2018 Annual TIF Admin From Wazayata Bay Center	Net Annual Funds Over/(Under)
\$ 4,665,000	15	\$ 397,726	\$ 520,000	\$ 122,273
	20	\$ 323,753		\$ 196,247
\$ 7,405,000	15	\$ 636,694		\$ (116,695)
	20	\$ 515,381		\$ 4,619

City Provides \$1.870 Million in Up Front Funding

Option	Project Costs	Cash on Hand	Withdrew Cash On Hand (Without Special Legislation)	2015 & 2016 TIF Admin From Wazayata Bay Center Redevelopment (5%)	TOTAL	Bond Amount	Bond Term	Annual P & I (105%)	2018 Annual TIF Admin From Wazayata Bay Center	Net Annual Funds Over/(Under)
1	\$ 7,020,000	\$ 1,500,000	\$ 240,000	\$ 130,000	\$ 1,870,000	\$ 5,270,000	15	\$ 471,629	\$ 520,000	\$ 48,370
							20	\$ 384,101		\$ 135,898
2	\$ 9,720,000	\$ 1,500,000	\$ 240,000	\$ 130,000	\$ 1,870,000	\$ 8,015,000	15	\$ 723,746		\$ (203,747)
							20	\$ 585,943		\$ (65,943)

Bond Amount	Bond Term	Annual P & I (100%)	2018 Annual TIF Admin From Wazayata Bay Center	Net Annual Funds Over/(Under)
\$ 5,270,000	15	\$ 449,171	\$ 520,000	\$ 70,829
	20	\$ 365,811		\$ 154,189
\$ 8,015,000	15	\$ 689,282		\$ (169,283)
	20	\$ 558,041		\$ (38,041)

City of Wayzata, Minnesota**Estimated Tax Impact****November 11, 2015****\$9.720M Project - 20 Years****\$2,470,000 in Cash Up Front**

BOND ISSUANCE INFORMATION	
Bond Issue Amount	\$7,405,000
Number of Years	20
Average Interest Rate	3.06%
Estimated Bond Rating	Moody's Aa1
PROPERTY TAX INFORMATION	
Actual Net Tax Capacity - Payable 2015	19,609,250
Debt Levy @ 105% - Average	21,150
Estimated Tax Capacity Rate:	
Payable - 2015 Without Proposed Bonds	25.705%
Payable - 2015 With Proposed Bonds	25.813%
Estimated Tax Rate Increase	0.108%

TAX IMPACT ANALYSIS						
Type of Property	Estimated Market Value	Market Value Exclusion	Taxable Market Value	Net Tax Capacity	Current City Tax	Proposed Tax Increase*
Residential Homestead	200,000	\$ 19,240	\$ 180,760	\$ 1,808	\$ 464.64	\$ 1.95
	300,000	10,240	289,760	2,898	744.83	3.13
	400,000	1,240	398,760	3,988	1,025.01	4.30
	475,000	-	475,000	4,750	1,220.99	5.12
	600,000	-	600,000	6,250	1,606.56	6.74
	700,000	-	700,000	7,500	1,927.88	8.09
	800,000	-	800,000	8,750	2,249.19	9.44
	1,000,000	-	1,000,000	11,250	2,891.81	12.13
Commercial/Industrial	\$ 500,000	\$ -	\$ 500,000	\$ 6,298	\$ 1,619.01	\$ 6.79
	1,000,000	-	1,000,000	13,108	3,369.29	14.14
	1,500,000	-	1,500,000	19,917	5,119.57	21.48
	2,000,000	-	2,000,000	26,726	6,869.85	28.83
	3,000,000	-	3,000,000	40,344	10,370.40	43.51
	4,000,000	-	4,000,000	53,962	13,870.96	58.20
Apartments (4 or more units)	\$ 10,000,000	\$ -	\$ 10,000,000	\$ 125,000	\$ 32,131.25	\$ 134.82
	20,000,000	-	20,000,000	250,000	64,262.50	269.64
	30,000,000	-	30,000,000	375,000	96,393.75	404.47

* The figures in the table are based on taxes for new bonded debt only, and do not include tax levies for other purposes. Tax increases shown above are gross increases, not including the impact of the state Property Tax Refund ("Circuit Breaker") program. Many owners of homestead property will qualify for a refund, based on their income and total property taxes. This will decrease the net tax effect of the bond issue for many property owners.

City of Wayzata, Minnesota**Estimated Tax Impact****November 11, 2015****\$9.720M Project - 15 Years****\$2,470,000 in Cash Up Front**

BOND ISSUANCE INFORMATION	
Bond Issue Amount	\$7,405,000
Number of Years	15
Average Interest Rate	2.70%
Estimated Bond Rating	Moody's Aa1
PROPERTY TAX INFORMATION	
Actual Net Tax Capacity - Payable 2015	19,609,250
Debt Levy @ 105% - Average	148,529
Estimated Tax Capacity Rate:	
Payable - 2015 Without Proposed Bonds	25.705%
Payable - 2015 With Proposed Bonds	26.462%
Estimated Tax Rate Increase	0.757%

TAX IMPACT ANALYSIS						
Type of Property	Estimated Market Value	Market Value Exclusion	Taxable Market Value	Net Tax Capacity	Current City Tax	Proposed Tax Increase*
Residential Homestead	200,000	\$ 19,240	\$ 180,760	\$ 1,808	\$ 464.64	\$ 13.69
	300,000	10,240	289,760	2,898	744.83	21.95
	400,000	1,240	398,760	3,988	1,025.01	30.20
	475,000	-	475,000	4,750	1,220.99	35.98
	600,000	-	600,000	6,250	1,606.56	47.34
	700,000	-	700,000	7,500	1,927.88	56.81
	800,000	-	800,000	8,750	2,249.19	66.28
	1,000,000	-	1,000,000	11,250	2,891.81	85.21
Commercial/Industrial	\$ 500,000	\$ -	\$ 500,000	\$ 6,298	\$ 1,619.01	\$ 47.71
	1,000,000	-	1,000,000	13,108	3,369.29	99.28
	1,500,000	-	1,500,000	19,917	5,119.57	150.86
	2,000,000	-	2,000,000	26,726	6,869.85	202.43
	3,000,000	-	3,000,000	40,344	10,370.40	305.58
	4,000,000	-	4,000,000	53,962	13,870.96	408.73
Apartments (4 or more units)	\$ 10,000,000	\$ -	\$ 10,000,000	\$ 125,000	\$ 32,131.25	\$ 946.81
	20,000,000	-	20,000,000	250,000	64,262.50	1,893.61
	30,000,000	-	30,000,000	375,000	96,393.75	2,840.42

* The figures in the table are based on taxes for new bonded debt only, and do not include tax levies for other purposes. Tax increases shown above are gross increases, not including the impact of the state Property Tax Refund ("Circuit Breaker") program. Many owners of homestead property will qualify for a refund, based on their income and total property taxes. This will decrease the net tax effect of the bond issue for many property owners.

City of Wayzata, Minnesota**Estimated Tax Impact****November 11, 2015****\$9.720M Project - 15 Years****\$1,870,000 in Cash Up Front**

BOND ISSUANCE INFORMATION	
Bond Issue Amount	\$8,015,000
Number of Years	15
Average Interest Rate	2.70%
Estimated Bond Rating	Moody's Aa1
PROPERTY TAX INFORMATION	
Actual Net Tax Capacity - Payable 2015	19,609,250
Debt Levy @ 105% - Average	203,746
Estimated Tax Capacity Rate:	
Payable - 2015 Without Proposed Bonds	25.705%
Payable - 2015 With Proposed Bonds	26.744%
Estimated Tax Rate Increase	1.039%

TAX IMPACT ANALYSIS						
Type of Property	Estimated Market Value	Market Value Exclusion	Taxable Market Value	Net Tax Capacity	Current City Tax	Proposed Tax Increase*
Residential Homestead	200,000	\$ 19,240	\$ 180,760	\$ 1,808	\$ 464.64	\$ 18.78
	300,000	10,240	289,760	2,898	744.83	30.11
	400,000	1,240	398,760	3,988	1,025.01	41.43
	475,000	-	475,000	4,750	1,220.99	49.35
	600,000	-	600,000	6,250	1,606.56	64.94
	700,000	-	700,000	7,500	1,927.88	77.93
	800,000	-	800,000	8,750	2,249.19	90.92
	1,000,000	-	1,000,000	11,250	2,891.81	116.89
Commercial/Industrial	\$ 500,000	\$ -	\$ 500,000	\$ 6,298	\$ 1,619.01	\$ 65.44
	1,000,000	-	1,000,000	13,108	3,369.29	136.19
	1,500,000	-	1,500,000	19,917	5,119.57	206.94
	2,000,000	-	2,000,000	26,726	6,869.85	277.69
	3,000,000	-	3,000,000	40,344	10,370.40	419.19
	4,000,000	-	4,000,000	53,962	13,870.96	560.68
Apartments (4 or more units)	\$ 10,000,000	\$ -	\$ 10,000,000	\$ 125,000	\$ 32,131.25	\$ 1,298.79
	20,000,000	-	20,000,000	250,000	64,262.50	2,597.58
	30,000,000	-	30,000,000	375,000	96,393.75	3,896.37

* The figures in the table are based on taxes for new bonded debt only, and do not include tax levies for other purposes. Tax increases shown above are gross increases, not including the impact of the state Property Tax Refund ("Circuit Breaker") program. Many owners of homestead property will qualify for a refund, based on their income and total property taxes. This will decrease the net tax effect of the bond issue for many property owners.

City of Wayzata, Minnesota

Estimated Tax Impact

November 11, 2015

\$9.720M Project - 20 Years

\$1,870,000 in Cash Up Front

BOND ISSUANCE INFORMATION	
Bond Issue Amount	\$8,015,000
Number of Years	20
Average Interest Rate	3.06%
Estimated Bond Rating	Moody's Aa1
PROPERTY TAX INFORMATION	
Actual Net Tax Capacity - Payable 2015	19,609,250
Debt Levy @ 105% - Average	65,943
Estimated Tax Capacity Rate:	
Payable - 2015 Without Proposed Bonds	25.705%
Payable - 2015 With Proposed Bonds	26.041%
Estimated Tax Rate Increase	0.336%

TAX IMPACT ANALYSIS						
Type of Property	Estimated Market Value	Market Value Exclusion	Taxable Market Value	Net Tax Capacity	Current City Tax	Proposed Tax Increase*
Residential Homestead	200,000	\$ 19,240	\$ 180,760	\$ 1,808	\$ 464.64	\$ 6.08
	300,000	10,240	289,760	2,898	744.83	9.74
	400,000	1,240	398,760	3,988	1,025.01	13.41
	475,000	-	475,000	4,750	1,220.99	15.97
	600,000	-	600,000	6,250	1,606.56	21.02
	700,000	-	700,000	7,500	1,927.88	25.22
	800,000	-	800,000	8,750	2,249.19	29.42
	1,000,000	-	1,000,000	11,250	2,891.81	37.83
Commercial/Industrial	\$ 500,000	\$ -	\$ 500,000	\$ 6,298	\$ 1,619.01	\$ 21.18
	1,000,000	-	1,000,000	13,108	3,369.29	44.08
	1,500,000	-	1,500,000	19,917	5,119.57	66.98
	2,000,000	-	2,000,000	26,726	6,869.85	89.87
	3,000,000	-	3,000,000	40,344	10,370.40	135.67
	4,000,000	-	4,000,000	53,962	13,870.96	181.47
Apartments (4 or more units)	\$ 10,000,000	\$ -	\$ 10,000,000	\$ 125,000	\$ 32,131.25	\$ 420.36
	20,000,000	-	20,000,000	250,000	64,262.50	840.71
	30,000,000	-	30,000,000	375,000	96,393.75	1,261.07

* The figures in the table are based on taxes for new bonded debt only, and do not include tax levies for other purposes. Tax increases shown above are gross increases, not including the impact of the state Property Tax Refund ("Circuit Breaker") program. Many owners of homestead property will qualify for a refund, based on their income and total property taxes. This will decrease the net tax effect of the bond issue for many property owners.



Memo

To: Heidi Nelson – City Manager
From: Stacie Kvilvang - Ehlers
Date: November 12, 2015
Subject: TIF District Impact on Schools

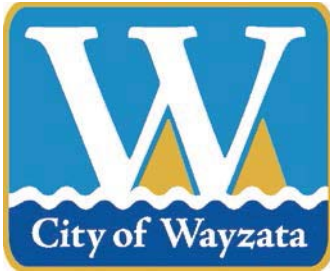
The question is often raised as to what the impact is to school districts when a TIF district is created. In short, there is typically no impact.

School districts are funded through a combination of State Equalization Aid and taxes generated from their property tax levy. The tax levy is spread on the Net Tax Capacity (NTC) of the property within the school district. So if a new project is constructed and receives TIF assistance, the increase in value is not included in the value used for the calculation of State Equalization Aid. So property taxes collected by the school district continue as though the development had not occurred. Thus, no impact to the school district because they receive the same amount of funding.

If the development occurred without TIF assistance, the additional value would be used in the State Equalization Aid calculations. In this instance, the State Equalization Aid would go down and the schools tax levy would increase. However, the project value would be added to the school district's NTC resulting in no change to the school district tax rate (more value to spread the levy against). Again, no impact since the overall funding remains the same.

To put it simply, a school district's funding requirement remains the same whether new development is in a TIF district or not. What changes is where the school district receives funding from, State Aid or property taxes.

Please contact me at 651-697-8506 with any questions.



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

Director Of Public Service
David Dudinsky

City Engineer/Assist. Public Works Director
Mike Kelly

Public Works Superintendent
Jim Eibensteiner

Public Works Secretary/Utility Billing Clerk
Rebecca Jones

Memorandum

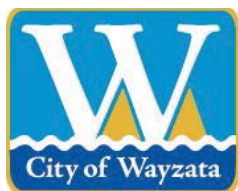
TO: City Council and City Manager
FROM: Dave Dudinsky, Director of Public Service
DATE: November 11, 2015
SUBJECT: Consider Approval of 2016 Revised Special Event Permit Application Form

At an October 6th, 2015 workshop, staff presented a draft version of the revised Special Event Permit Application Form to the City Council for discussion. As a follow up to the workshop, staff has made various revisions and additions to the application form that includes the following:

- 1) Definition of “Local” in determining special event permit fees
- 2) Within the 2015 Special Event Permit Fee Schedule, added Event Level 3a:
 - a) Wayzata Chamber of Commerce Annual Community Events
 - b) Reduced the Chamber of Commerce Event fee from \$1,500 to \$750 per event
 - c) Chamber Level 3a events include the following:
 - i) Chilly Open
 - ii) Wayzata Art Experience
 - iii) JJ Hill Days
- 3) Expanded on the Step 3 details for each event level
- 4) In Step 5, added the following:
 - a) Review Process, Policies, and Fees
 - i) Wayzata Police Contractual Services
 - ii) Public Works Contractual Services
 - iii) Fire Department Contractual Services
 - b) Review Process, Policies, and Fees (continued)
 - i) Special Event Labor and Rental Fees Provided by the City
 - (1) Labor Fees
 - (2) Rental Fees

Note that the last page of the Special Event Packet is a spreadsheet that shows examples of some past annual special events and indicates the event level they will fall under in the proposed 2016 Special Event Permit Fee Schedule for reference.

Staff recommends approval of the proposed 2016 Special Event Application Instructions, Fee Schedule, and Permit Application Form.



2016 Special Event Application

City of Wayzata

600 Rice St East
Wayzata, Minnesota 55391
952-404-5363

2016 SPECIAL EVENT PERMIT INSTRUCTIONS

The City of Wayzata encourages events and would like to help make them run smoothly. In doing so, it is important to balance the probable impacts of the event on the community with the desires of the event organizer(s) or coordinator(s). Some events may include street closures, amplified music, admission charges, service of alcohol, sale of goods or services or have a large number of people. To improve the chances of having a successful event and maintain the quality of life for the surrounding community, these activities require permits to give City departments, Commissions or the City Council the opportunity to review the plans with an eye toward the goal of balance.

There are five steps to completing the application. These steps will assist you in completing the application and obtaining your permit. Please review each step carefully.

Step 1 – Determine Whether You Need a Special Event Permit

A permit is required if your event is one of the following:

- Event has outdoor amplified sound
- The request to serve Alcohol requires an Alcohol License
- Requires street or sidewalk closures
- Organized gatherings of more than 20 people on City streets, sidewalks, parks, or City Right-Of-Ways
- Walks, runs, athletic events, bicycle races and rides
- Outdoor concert, entertainment, public or semi-public
- Circuses, carnivals, fairs and festivals
- Farmer's markets and swap meets
- Organized/sponsored vehicle and boat shows
- Fireworks display
- Business events which utilize a sidewalk, parking lot and/or enclosed tents over 400 Sq. Ft. in size
- Residential events which will likely obstruct, delay or interfere with the normal flow of pedestrian or vehicular traffic
- Any events that may significantly impact neighboring properties

Note that even if your event does not require a special event permit, posting of No Parking Signs is required if the event location is adjacent to a less than 24 foot width city street.

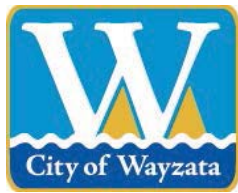
Public Works will post No Parking Signs on one side of the street(s). The number and location to be determined by Public Works. The fee per "No Parking" sign is listed within this application under rental fees.

Step 2 – Determine the Type of Event

Once you have determined that your event requires a special event permit, look at the Special Event Permit Fee Schedule on the next page to determine the permit event level that indicates application deadline and permit fee.

(City staff reserves the right to select the correct permit event level if applicant inadvertently chose the incorrect event level).

Be sure to check the availability of dates by calling (952) 404-5360 before submitting your application.



2016 Special Event Application

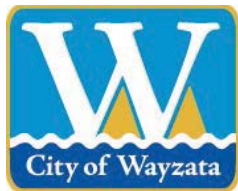
City of Wayzata
600 Rice St East
Wayzata, Minnesota 55391
952-404-5363

2016 SPECIAL EVENT PERMIT FEE SCHEDULE

Permit Level and Description <i>A Separate Application is Required for Each Event</i>	Application Deadline	Authorization Required				Local Fee Per Event	Non Local Fee Per Event
		CITY COUNCIL	PUBLIC WORKS	FIRE DEPT	POLICE DEPT		
Events on City Property - Level 1 (other than City Parks) • 20-50 participants & spectators • Minimum disruption • No road closures-May require No Parking Sign postings • Includes small events that use City Sidewalks	Ten business days	No	Yes	Yes	Yes	\$150	\$200
Events on City Property - Level 2 • 50-500 participants & spectators • One day event or events that are multiple days that do not leave anything on City property overnight • Road/Sidewalk closures/traffic control may be required • Limited City services needed • Pre-event meeting required	30 days	No	Yes	Yes	Yes	\$250	\$500
Events on City Property - Level 3 • Over 500 participants & spectators • Multiple day event that keeps apparatuses on City property overnight • Road closures/traffic control may be required • Pre-event meeting required	60 days	*Yes	Yes	Yes	Yes	\$1,500	\$3,000
Wayzata Chamber of Commerce Annual Community Events - Level 3a • Over 500 participants & spectators • Multiple day event that keeps apparatuses on City property overnight • Road closures/traffic control may be required • Pre-event meeting required	60 days	*Yes	Yes	Yes	Yes	\$750	N/A
Events on Private & City Property • Under 500 participants & spectators	15 days	No	Yes	Yes	Yes	\$200	N/A
Events on Private Property (meets any Step 1 requirements)	10 days	No	Yes	Yes	Yes	\$100	N/A
Events in City Parks	10 days	No	Yes	Yes	Yes	\$150	N/A
Athletic Event that Uses City Streets & Public Parking Lots/Under 200 participants & spectators • Pre-event meeting is required	30 days	*Yes	Yes	Yes	Yes	\$250	\$500
Athletic Event that Uses City Streets & Public Parking Lots/Over 200 participants & spectators • Pre-event meeting is required	60 days	*Yes	Yes	Yes	Yes	\$500	\$1,000
Street and/or Sidewalk Closure • Events that require the closure of Streets or hold their event on City sidewalks • Pre-event meeting required	60 days	*Yes	Yes	Yes	Yes	\$250	\$500
Parades	60 days	*Yes	Yes	Yes	Yes	\$500	\$1,000

*Special Events listed on page ten are excluded from annual authorization by the City Council.

Any application that is submitted after the application deadline will be charged a \$100 late fee.



2016 Special Event Application

City of Wayzata

600 Rice St East
Wayzata, Minnesota 55391
952-404-5363

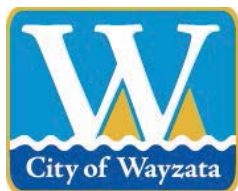
2016 SPECIAL EVENT PERMIT FEE SCHEDULE (continued)

Definition of "Local" in Determining Special Event Permit Fees

1. Resident of Wayzata
2. Owner/Employee of business in Wayzata.
 - a. *To qualify, employees must work an average of 20 hours per week/1040 hours per year. Documentation of employment status must be provided when making application.*
3. Property owner (local taxpayer) in Wayzata.
4. Public Agencies "Local"
 - a. *Public agencies directly serving the City of Wayzata*

Events that don't meet the above criteria for "Local" will be considered "Non-Local" in Determining Special Event Permit Fees.

1. The City Manager or Authorized Designated Department Head may make exception in determining if an event is Non-Local or Local on a case-by-case basis for individuals/organizations who have shown significant positive contributions to the community.
2. Rights of Appeal
 - a. *Any decision of the City Manager or Authorized Designated Department Head in determining if an event is Non-Local or Local may be appealed to the City Council.*
 - b. *Appeals must be filed with the City Clerk within five (5) calendar days following the City Manager or Authorized Designated Department Head's decision whether the event is considered Non-Local or Local.*
 - c. *Appeals will be set for hearing before the City Council on the earliest available agenda.*



2016 Special Event Application

City of Wayzata

600 Rice St East
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952-404-5363

2016 SPECIAL EVENT PERMIT INSTRUCTIONS

Step 3 – Checklist for Completing Application

After you have determined the type of event, follow the appropriate checklist for that type of event. City staff will verify your type of event.

Checklist - Events on City Property: Levels 1 & 2 and Events on Private Property

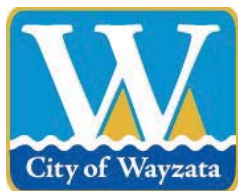
1. Submit a complete Special Event Permit Application to the City along with:
 - ☐ The application fee.
 - ☐ Proof of insurance (event organizer/organization will be liable for any damage to City property).
 - ☐ A detailed site plan and/or route map of the event.
 - ☐ A traffic plan.
 - ☐ A schedule of activities (if multiple activities are occurring during the event).
2. Application is reviewed by City staff and includes the event organizer(s).

Checklist - Events on City Property: Level 3

1. Submit a complete Special Event Permit Application to the City along with:
 - ☐ The application fee.
 - ☐ Proof of insurance (event organizer/organization will be liable for any damage to City property).
 - ☐ A detailed site plan and/or route map of the event.
 - ☐ A traffic plan.
 - ☐ A schedule of activities (if multiple activities are occurring during the event).
2. City staff will review the application for completeness.
3. City staff will arrange a pre-event meeting with the event organizer(s), Public Works, Police, and Fire to discuss the event request and any special conditions that should be placed on the event.
4. The City Council will consider comments from the pre-event meeting (if applicable) and take action on the request.
5. City staff will issue the permit upon approval by the City Council.
6. If your event requires street closures, you are required to provide notice to the impacted properties at least two weeks prior to the event.

Checklist - Wayzata Chamber of Commerce Annual Community Events: Level 3a

1. Submit a complete Special Event Permit Application to the City along with:
 - ☐ The application fee.
 - ☐ Proof of insurance (event organizer/organization will be liable for any damage to City property).
 - ☐ Event organizer will be liable for any damage to City property.
 - ☐ A detailed site plan and/or route map of the event.
 - ☐ A traffic plan.
 - ☐ A schedule of activities (if multiple activities are occurring during the event).
2. City staff will review the application for completeness.
3. City staff will arrange a pre-event meeting with the event organizer(s), Public Works, Police, and Fire to discuss the event request and any special conditions that should be placed on the event.
4. The City Council will consider comments from the pre-event meeting (if applicable) and take action on the request.



2016 Special Event Application

City of Wayzata

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2016 SPECIAL EVENT PERMIT INSTRUCTIONS

Step 3 – Checklist for Completing Application (continued)

Checklist - Wayzata Chamber of Commerce Annual Community Events: Level 3a (continued)

5. City staff will issue the permit upon approval by the City Council.
6. If your event requires street closures, you are required to provide notice to the impacted properties at least two weeks prior to the event.

Checklist - Events on Private and City Property (Under 500 participants & spectators)

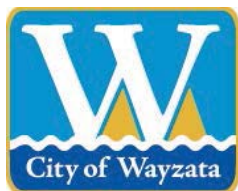
1. Submit a complete Special Event Permit Application to the City along with:
 - ☐ The application fee.
 - ☐ Proof of insurance (Event organizer/organization will be liable for any damage to City property).
 - ☐ A detailed site plan and/or route map of the event.
 - ☐ A traffic plan.
 - ☐ A schedule of activities (if multiple activities are occurring during the event).
2. City staff will review the application for completeness.
3. City staff will arrange a pre-event meeting with the event organizer(s), Public Works, Police, and Fire to discuss the event request and any special conditions that should be placed on the event.
4. If your event requires street closures, you are required to provide notice to the impacted properties at least two weeks prior to the event.

Checklist - Events on Private Property (that meets any Step 1 requirements)

1. Submit a complete Special Event Permit Application to the City along with:
 - ☐ The application fee.
 - ☐ A detailed site plan and/or route map of the event.
 - ☐ A traffic plan.
 - ☐ A schedule of activities (if multiple activities are occurring during the event).
2. City staff will review the application for completeness.
3. City staff will arrange a pre-event meeting with the event organizer(s), Public Works, Police, and Fire to discuss the event request and any special conditions that should be placed on the event.
4. If your event requires street closures, you are required to provide notice to the impacted properties at least two weeks prior to the event.

Checklist - Events in City Parks

1. Submit a complete Special Event Permit Application and the permit fee to the City.
 - ☐ The application fee.
 - ☐ Proof of insurance (Event organizer/organization will be liable for any damage to City property).
 - ☐ A detailed site plan and/or route map of the event.
 - ☐ A traffic plan.
 - ☐ A schedule of activities (if multiple activities are occurring during the event).
2. Application is reviewed by City staff and includes the event organizer(s).



2016 Special Event Application

City of Wayzata

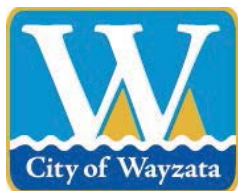
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Wayzata, Minnesota 55391
952-404-5363

2016 SPECIAL EVENT PERMIT INSTRUCTIONS

Step 3 – Checklist for Completing Application (continued)

Checklist - Athletic Events, Street and/or Sidewalk Closures and Parades

1. Submit a complete Special Event Permit Application to the City along with:
 - ☐ The application fee.
 - ☐ Proof of insurance (Event organizer/organization will be liable for any damage to City property).
 - ☐ A detailed site plan and/or route map of the event.
 - ☐ A traffic plan.
 - ☐ A schedule of activities (if multiple activities are occurring during the event).
2. City staff will review the application for completeness.
3. City staff will arrange a pre-event meeting with the event organizer(s), Public Works, Police, and Fire to discuss the event request and any special conditions that should be placed on the event.
4. The City Council will consider comments from the pre-event meeting (if applicable) and take action on the request.
5. City staff will issue the permit upon approval by the City Council if required.
6. If your event requires street closures, you are required to provide notice to the impacted properties at least two weeks prior to the event.



2016 Special Event Application

City of Wayzata

600 Rice St East
Wayzata, Minnesota 55391
952-404-5363

2016 SPECIAL EVENT PERMIT INSTRUCTIONS

Step 4 – Review Process, Policies and Fees

Special Event Approval Process

All Special Event Applications are processed thru Public Works. Applications are also reviewed by Police and Fire.

The following are some of the applicable policies for holding an event in the City of Wayzata.

Application Submittal Deadline and Fee

Any application that is submitted after the application deadline will be charged a \$100 late fee.

Alcohol Regulations

A permit is required for having alcohol at events, see below for more information.

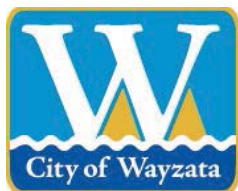
- Police Officer Requirement – A minimum of one police officer is required for all events involving alcohol on public property, more officers may be required at the discretion of the Wayzata Police Department. The event organizer will sign a contract for police services prior to issuance of the special event permit.
- Temporary Liquor License – A temporary liquor license is required at least 30 days prior to the event if the event is selling or giving away liquor in the course of the event. There are two types of Temporary Liquor Licenses:
 - o 3.2 Beer Temporary Liquor License: A club, charitable, religious or non-profit organization may be issued a temporary 3.2 beer license subject to the terms set by the City.
 - o On-Sale Spirits, Wine, and Beer Temporary Liquor License: A club, charitable, religious or non-profit organization in existence for at least three years may be issued a temporary license for the on-sale of intoxicating liquor in connection with a social event. The license may not be for more than four consecutive days.
 - o Businesses holding a Liquor Catering License must notify the Wayzata Police Department of an event they are serving liquor at least ten (10) business days before the event.

Entertainment and Related Components

It is the event organizer's responsibility to ensure all activities comply with the City of Wayzata ordinances. A police or code enforcement officer who determines that noise from your event is offensive to others may require you to lower or discontinue the noise. Also, the police may order musical entertainment to end if it incites a crowd or has the potential for unruly, rowdy, or risky behavior.

Insurance

Before the final permit can be issued, all of the required insurance documentation must be received by the City of Wayzata.



2016 Special Event Application

City of Wayzata

600 Rice St East
Wayzata, Minnesota 55391
952-404-5363

2016 SPECIAL EVENT PERMIT INSTRUCTIONS

Step 4 – Review Process, Policies and Fees (continued)

Event Site Plan and/or Route Map

Based on your event site plan and components, the City may require a walkthrough of the site before and/or after the event. Please include the following if applicable:

- An outline of the entire event venue, including the names of all streets or areas that are part of the venue. Include the direction of travel if it is a moving event.
- Location and number of all stages, tables, tents, portable toilets, booths, beer gardens, food booths, trash containers and dumpsters and other temporary structures.
- Generator locations and source of electricity.
- Location of fencing, barriers and/or barricades. Indicate any removable fencing for emergency access.
- The provision for a minimum of 15 foot emergency access lanes throughout the event.
- Location of first aid facilities and ambulances.
- Placement of vehicles and/or trailers.
- Other related components not listed above.

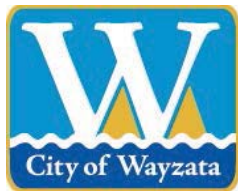
Traffic Plan

If there are any road closures, a detailed traffic plan is required. This plan shall include all routing plans for traffic and any barricades, signs or police or volunteer locations.

Step 5 – Complete Application and Other Contact Information

Complete the special event permit application and submit the completed application to City Hall. There may be other entities you need to contact depending on your event. Any fees associated with these entities are the responsibility of the applicant.

- Food License (952) 404-5301
 - o Contact for any events serving food to the public.
- Wayzata Fire Department (952) 404-5337
 - o Contact 10 days prior to the event for any event that include tents larger than 400 sf that have enclosed sides. A tent permit is required and the tent(s) inspected prior to the start of the event.
 - o A recreational burn permit must be filled out and submitted for public events with recreational fires in burn pits, portable fire appliances, and portable fire places.
- Hennepin County Water Patrol (612) 596-9880
 - o Contact for any events on Lake Minnetonka.
- Lake Minnetonka Conservation District (952) 745-0789 or lmcd@lmcd.org
 - o Contact for any events on Lake Minnetonka.
- Wayzata Police Departments
 - o Contact 30 days prior to the event for any event that serves alcohol.
- State Electrical Inspector, Dave Hucky (952) 442-2761
 - o Contact for any events with outdoor electric.



2016 Special Event Application

City of Wayzata

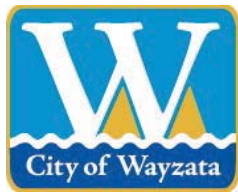
600 Rice St East
Wayzata, Minnesota 55391
952-404-5363

2016 SPECIAL EVENT PERMIT INSTRUCTIONS

Step 5 – Review Process, Policies and Fees (continued)

Other Event Service Fees Provided by the City

- Wayzata Police Contractual Services
 - o During review of the special event application, if police services are determined to be required or police services are requested, the applicant will sign a Police Contractual Services Contract prior to the event. Hourly fees for the Police Department employees are listed in the current City of Wayzata Fee Schedule. The total final cost will be invoiced and paid to the City of Wayzata post event.
- Public Works Contractual Services
 - o During review of the special event application, if Public Works services are requested, the applicant will pay the estimated cost for Public Works services prior to the event. Hourly fees for Public Works services are listed in the current City of Wayzata Fee Schedule. If the total final cost is more than the paid estimated cost for Public Works services, the applicant will be invoiced for the balance due payable to the City of Wayzata post event.
- Fire Department Contractual Services
 - o During review of the special event application, if Fire services are requested, the applicant will pay the estimated cost for Fire services prior to the event. Hourly fees for Fire services are listed in the current City of Wayzata Fee Schedule. If the total final cost is more than the paid estimated cost for Fire Department services, the applicant will be invoiced for the balance due payable to the City of Wayzata post event.



2016 Special Event Application

City of Wayzata

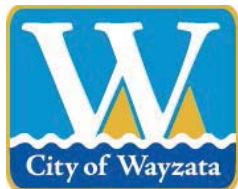
600 Rice St East
Wayzata, Minnesota 55391
952-404-5363

2016 SPECIAL EVENT PERMIT INSTRUCTIONS

Step 5 – Review Process, Policies and Fees (continued)

Special Event Labor and Rental Fees Provided by the City

- Labor Fees
 - o Police Contractual Services, per hour \$82.00
 - o Public Works Services, per hour \$61.00
 - o Fire Personnel hourly services \$61.00
- Rental Fees
 - o Public Works: Signs, Barricades, and Equipment
 - Single Tier Barricades \$1.00 /item/day
 - Reflective Cones \$1.00 /item/day
 - Reflective Drums \$1.00 /item/day
 - Temporary no parking “Police Order” sign including Lath \$2.00 /item
 - Pickup; ½ or ¾ Ton – per hour (not including operator) \$65.00
 - 1 Ton Pickup Ton – per hour (not including operator) \$90.00
 - Street Sweeper – per hour (not including operator) \$100.00
 - o Fire Department: Fire Equipment (including operators)
 - Aerial Ladder – per hour \$300.00
 - Engine/Pumper – per hour \$300.00
 - Heavy Rescue – per hour \$150.00
 - Tanker – per hour \$175.00
 - Utility Vehicle – per hour \$100.00
 - Boat – per hour \$150.00
 - o Fire Department-Other
 - Fireworks Inspection (N/C if Special Event Permit Fees Paid) \$61.00
 - Temporary Membrane Structure (Tent) \$80.00
 - \$20.00 for each additional structure)
 - o Special Event Food Stand
 - First Day \$82.00
 - Each Additional Day \$36.00
 - Each Day-existing license holder \$36.00
 - Maximum-each license \$189.00
 - o Special Event Food Stand (Pre-packaged non-potentially hazardous food)
 - First Day \$31.00
 - Each Additional Day \$31.00
 - Each Day-existing license holder \$31.00
 - Maximum-each license \$189.00



2016 Special Event Application

City of Wayzata

600 Rice St East
Wayzata, Minnesota 55391
952-404-5363

PERMIT APPLICATION FORM

(Page 1 of 5)

- Complete this Permit Application in ink. Special Event Permit Fee \$ (See Fee Schedule)
- Any application that is submitted after the application deadline will be charged a \$100 late fee.

Event Name _____ **Date of Event** _____

Area of City in Which Event Will Take Place _____

Estimated Attendance: _____

Type of Event (___ Parade) (___ Private Party) (___ Festival) (___ Run/Walk) (___ Sporting Event)

(___ Other) Explain: _____

Event will Include (check all that apply) (___ Bicycles) (___ Animals) (___ Motor Vehicles*) (___ Other Vehicles)

(___ Floats) (___ Pedestrians/Runners) (___ Liquor Service) (___ Live Music) (___ Amplified Audio)

* Number of Vehicles Expected: _____ (Motor Vehicles are vehicles powered by a motor of any kind)

Traffic Control Personnel Provided by Whom: _____

Delineation Equipment (Barricades, Signs, Traffic Cones, No Parking Signs, etc.) Provided by Whom: _____

Event Location: (check one) ___ Private Property ___ Public Property ___ Combination – Public/Private

Street(s) to Be Closed: (A map showing the specific route or area to be closed must be attached) _____

Date(s) and/or Time(s) - Give Details Below			
Day	Date	Start Time	End Time

Insurance Carrier for Event: A certificate of insurance naming the city as an additional insured must be submitted 10 days before the event. Amount of insurance required is \$1,000,000 (one million dollars).

Name of Insurance Carrier & Policy Number _____

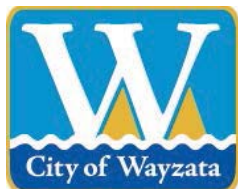
Event Organizer (Person Responsible for Duties of Permit Holder)

Full Name _____ Business Phone _____

Address _____ Cell Phone _____ Email _____

City _____ State _____ Zip _____ Home Phone _____

Title _____



2016 Special Event Application

City of Wayzata

600 Rice St East
Wayzata, Minnesota 55391
952-404-5363

PERMIT APPLICATION FORM

(Page 2 of 5)

Organization Information:

Name _____ Phone _____

Address _____ Fax _____

City _____ State _____ Zip _____

Application Deadline listed on Permit Fee Schedule

X Signature of Applicant: _____ **Date:** _____

FOR CITY USE ONLY:

Routing Approval (Department Head or Designee)		Approved By	Denied By	Cost Estimate
Public Works	(Signature / Date)			
Police Department	(Signature / Date)			
Fire Department	(Signature / Date)			

Application: SE 2016- _____ Liability Insurance Certificate Received (Date): _____

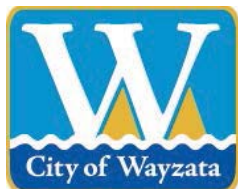
Map of Route or Area Approved By: _____

Special Events Permit Approved by: _____
City Manager or Authorized Designated Dept. Head

Date of Approval: _____

COMMENTS

CONDITIONS OF APPROVAL



2016 Special Event Application

City of Wayzata

600 Rice St East
Wayzata, Minnesota 55391
952-404-5363

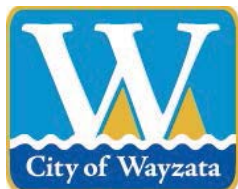
PERMIT APPLICATION FORM

(Page 3 of 5)

Permit Level and Description <i>A Separate Application is Required for Each Event</i>	Application Deadline	Authorization Required				Local Fee Per Event	Non Local Fee Per Event
		CITY COUNCIL	PUBLIC WORKS	FIRE DEPT	POLICE DEPT		
Events on City Property - Level 1 (other than City Parks) 20-50 participants & spectators - Minimum disruption - No road closures-May require No Parking Sign postings - Includes small events that use City Sidewalks	Ten business days	No	Yes	Yes	Yes	\$150	\$200
Events on City Property - Level 2 50-500 participants & spectators - One day event or events that are multiple days that do not leave anything on City property overnight - Road/Sidewalk closures/traffic control may be required - Limited City services needed - Pre-event meeting required	30 days	No	Yes	Yes	Yes	\$250	\$500
Events on City Property - Level 3 - Over 500 participants & spectators - Multiple day event that keeps apparatuses on City property overnight - Road closures/traffic control may be required - Pre-event meeting required	60 days	*Yes	Yes	Yes	Yes	\$1,500	\$3,000
Wayzata Chamber of Commerce Annual Community Events - Level 3a - Over 500 participants & spectators - Multiple day event that keeps apparatuses on City property overnight - Road closures/traffic control may be required - Pre-event meeting required	60 days	*Yes	Yes	Yes	Yes	\$750	N/A
Events on Private & City Property Under 500 participants & spectators	15 days	No	Yes	Yes	Yes	\$200	N/A
Events on Private Property (meets any Step 1 requirements)	10 days	No	Yes	Yes	Yes	\$100	N/A
Events in City Parks	10 days	No	Yes	Yes	Yes	\$150	N/A
Athletic Event that Uses City Streets & Public Parking Lots/Under 200 participants & spectators Pre-event meeting is required	30 days	*Yes	Yes	Yes	Yes	\$250	\$500
Athletic Event that Uses City Streets & Public Parking Lots/Over 200 participants & spectators Pre-event meeting is required	60 days	*Yes	Yes	Yes	Yes	\$500	\$1,000
Street and/or Sidewalk Closure - Events that require the closure of Streets or hold their event on City sidewalks - Pre-event meeting required	60 days	*Yes	Yes	Yes	Yes	\$250	\$500
Parades	60 days	*Yes	Yes	Yes	Yes	\$500	\$1,000

*Special Events listed on page ten are excluded from annual authorization by the City Council.

Any application that is submitted after the application deadline will be charged a \$100 late fee.



2016 Special Event Application

City of Wayzata

600 Rice St East

Wayzata, Minnesota 55391

952-404-5363

PERMIT APPLICATION FORM

(Page 4 of 5)

PERMIT CONDITIONS—ADDITIONAL EVENT INFORMATION

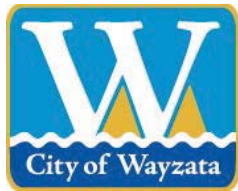
The maximum number of persons which the applicant shall permit to the event at any time is not to exceed the maximum number which can reasonably assemble at the location of the event.

Request for temporary closing of streets or partial closing of traffic lanes: (Be specific. Give location and time of closings). Show on map if possible.

Plans for fencing the location of the event, if necessary, and the location of gates contained in such fence. Show on map if possible.

Plans for parking vehicles, including size and location of lots, points of highway access and interior roads including routes between highway access and parking lots. Show on map if possible.

Plans for clean-up of litter and waste materials:



2016 Special Event Application

City of Wayzata

600 Rice St East
Wayzata, Minnesota 55391
952-404-5363

PERMIT APPLICATION FORM

(Page 5 of 5)

***Special Events listed below are excluded from annual authorization by the City Council.**

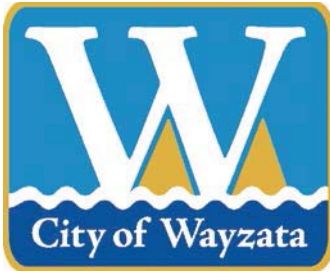
- ☐ Wayzata Chilly Open
- ☐ Wells Fargo Lake Minnetonka Half Marathon
- ☐ Wayzata Art Experience
- ☐ 4th of July Flying Pancake Breakfast
- ☐ Wayzata's Annual Kiddie Parade
- ☐ Tour de Tonka Bike Ride
- ☐ Wayzata JJ Hill Days
- ☐ RBA JJ Hill Days Concerts
- ☐ Wayzata's Homecoming Parade
- ☐ Wayzata Tree Lighting Event

Special Event Permit Fee Schedule:
(Payable to City of Wayzata)

Permit Level and Description <i>A Separate Application is Required for Each Event</i>	Application Deadline	Authorization Required			Local Fee Per Event	Non Local Fee Per Event
		CITY COUNCIL	PUBLIC WORKS	FIRE DEPT	POLICE DEPT	
Events on City Property - Level 1 (other than City Parks)						
20-50 participants & spectators - Minimum disruption - No road closures-May require No Parking Sign postings - Includes small events that use City Sidewalks	10 business days	No	Yes	Yes	Yes	\$200
Events on City Property - Level 2						
50-500 participants & spectators - One day event or events that are multiple days that do not leave anything on City property overnight - Road Sidewalk closures/traffic control may be required - Limited City services needed - Pre-event meeting required	30 days	No	Yes	Yes	Yes	\$500
Events on City Property - Level 3						
- Over 500 participants & spectators - Multiple day event that keeps apparatuses on City property overnight - Road Sidewalk closures/traffic control may be required - Pre-event meeting required	60 days	*Yes	Yes	Yes	Yes	\$3,000
Wayzata Chamber of Commerce Annual Community Events - Level 3a						
- Over 500 participants & spectators - Multiple day event that keeps apparatuses on City property overnight - Road Sidewalk closures/traffic control may be required - Pre-event meeting required	60 days	*Yes	Yes	Yes	Yes	N/A
Event on Private & City Property						
Under 500 participants & spectators	15 days	No	Yes	Yes	Yes	N/A
Event on Private Property (meets any Step 1 requirements)						
Under 500 participants & spectators	10 days	No	Yes	Yes	Yes	N/A
Event in City Parks						
- Under 200 participants & spectators - Pre-event meeting required	10 days	No	Yes	Yes	Yes	N/A
Athletic Event that Uses City Streets & Public Parking						
- Over 200 participants & spectators - Pre-event meeting required	30 days	*Yes	Yes	Yes	Yes	\$500
Athletic Event that Uses City Streets & Public Parking						
- Over 200 participants & spectators - Pre-event meeting required	60 days	*Yes	Yes	Yes	Yes	\$1,000
Street and/or Sidewalk Closures						
- Events that require the closure of Streets or hold their event on City Sidewalks - Pre-event meeting required	60 days	*Yes	Yes	Yes	Yes	\$500
Parades						
Pre-event meeting required	60 days	*Yes	Yes	Yes	Yes	\$1,000

Event Name	Event Name# of Participants/Fee	Event Name# of Participants/Fee	Event Name# of Participants/Fee
COV Valet Parking/Unknown/No Charge	Luxury Home Tours/20+/\$150	Big Woods-Film Prod./25/\$236.50	
St. Patrick's Day-McCormicks/100/\$250	Night for Hope/200/\$250	IOCP Sleep Out/-300/\$300	
Wayzata Beach Bash-RBA/4,000-5,000/\$625			
Chilly Open/1,200+/\$500	Wayzata Art Experience/1,000+/\$500	JJ Hill Days/1,000+/\$500	
Dan & Shay-GSmith/500/\$300	Oak on the Water/500/\$300		
Parade of Homes/750	Wayzata Farmer's Market/50+/\$200	Ferndale Graduation/100/\$0	Wine on Wayzata Bay/350/\$300
Folds of Honor Benefit Concert/250/\$0	Camp Cambria Classic Concert/500/\$300	50's Fever-Meridian Manor/100/\$200	WCC Rummage Sale/1,000+/\$500
Redeemer LC-Garage Sale/200+/\$250	The Gathering/-400/\$300	Wayzata Boo Bash/-3,000/\$300	
WCC Sunrise Service/200-400/\$300	W/ai Nani Surf & Paddle/-10/\$150	Mason Photography/\$5236.50	UPONOR/50/\$236.50
Wedding @ Depot/15/N/C	Flying Pancake Breakfast/-400/\$300	Wayzata Life-Move in the Park/-100/N/C	Wayzata Tree Lighting Event/-400/N/C
Molar Mile/-150/\$250	Tour de Cure/-175/\$250		
Hair to There Run/Walk/600/\$500	WF Half Marathon/3,000/\$1,375	Tour De Tonka/3,000/\$625	Open Water Half Marathon/100/\$200
Commercial Shoot on Lake St Sidewalks			
W Homecoming Parade/-500/\$500			

C:\Users\laved\Documents\Special Events in City\Special Events Permit Application Document\2016\Special Event Log 11-05-2015_0 Final.xlsx



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

Director Of Public Service
David Dudinsky

City Engineer/Assist. Public Works Director
Mike Kelly

Public Works Superintendent
Jim Eibensteiner

Public Works Secretary/Utility Billing Clerk
Rebecca Jones

Memorandum

To: City Council and City Manager
From: Dave Dudinsky, Director of Public Service
Date: November 12, 2015
Re: Water Treatment Plant No. 2 Rehabilitation (Review of Feasibility Study & Recommendation to authorize completion of Final Plans & Specifications & Authorization to Advertise for Bids)

Enclosed is the completed Water Treatment Plant 2 (WTP2) feasibility study from our consulting firm Stantec. Stantec was awarded the contract for engineering services for the rehabilitation of WTP2 at the August 5, 2015 council meeting.

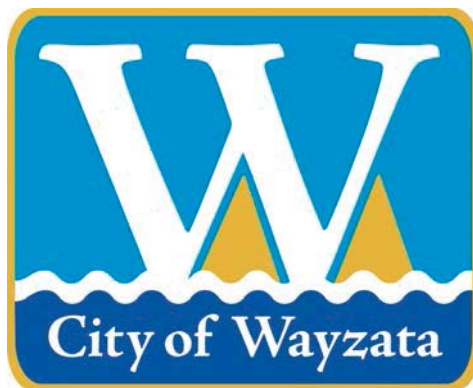
The rehabilitation cost estimate is \$1,065,000 and \$1,012,800 was budgeted in the water capital improvement plan. Staff notes that the rehabilitation of Well No. 5 and Booster Pump No. 1 (that are both inside of the WTP2 building) were originally included in the \$1,012,800 budget estimate. During the development of the feasibility study, staff made the decision to obtain bids for the rehabilitation of Well No. 5 and Booster Pump No. 1 under separate contract that should result in a cost savings. The estimated cost for the rehabilitation of Well No. 5 and Booster Pump No. 1 is about \$45,000. Adding the rehabilitation of Well No. 5 and Booster Pump No. 1 to the rehabilitation cost estimate for WTP2 of \$1,065,000 brings the overall project cost estimate to \$1,110,000 or 97,200 over the original projected project cost. The water capital improvement fund is able to accommodate the additional projected costs.

Staff has reviewed and is in agreement the findings and conclusions within the feasibility report.

Staff recommends the Council authorize completion of Final Plans and Specifications for the Rehabilitation of WTP2 and Authorization to Advertise for Bids.



**REPORT
ON
WATER TREATMENT PLANT NO. 2 REHABILITATION**



November 2015

CERTIFICATION

PROFESSIONAL CERTIFICATION

I hereby certify that this report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.



Kurt B. Johnson, P.E.

Date: November 12, 2015 Reg. No. 13860

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Economic Considerations	
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1. INTRODUCTION

Background

In early 1992 the City of Wayzata authorized staff to prepare Plans and Specifications for the design and construction of a water well (Well No. 5) and a new Water Treatment Plant. The location of the new plant was chosen to be on a lot in the redeveloping property that was formerly the site of Wayzata's wastewater treatment plant. Well No. 5 and WTP2 produce and treat 1,000 gallons per minute of water for the removal of dissolved iron. The plant also includes chemical treatment for disinfection, fluoridation and reduction of lead and copper.

Upon completion of the design, the plant was advertised for Bid in late fall of 1992, and construction ensued throughout 1993. The plant reached final completion and was commissioned and placed into operation in early 1994.

Water Treatment Plant No. 2 (WTP2) has performed well for the City since its debut; water quality consistently meets or exceeds the standards for which it was designed, and has operated without major incident or inordinate repair. Wayzata's Public Works Staff has realized that all City infrastructures will reach their practical and economic life and, therefore, have prepared a Capital Improvement Plan (CIP) item for the rehabilitation of WTP2. This project, envisioned by staff and the water operators, will provide the capital and stimulus to move forward with their planned rehabilitated of WTP2 during the winter months of 2015 and 2016.

Purpose

The ultimate goal, as desired by the City Water Utility Staff, of this rehabilitation is to retool WTP2 to a similar likeness and operability as Water Treatment Facility No. 3 (WTF3), circa 2010. The likeness should extend to the types of equipment; valves, pumps, lighting, etc., and the process functionality; hydraulic back washing, air scour, and recycle. Similarly, the technology gap of instrumentation and process control of SCADA control, radio communications, and programming should be closed. The outcome of this process will make the WTP2 more operator friendly with WTF3, simplify the inventory of consumable and repair parts, reduce operator labor and improve operator efficiencies, and ultimately save Wayzata capital.

Therefore, the purpose of this report is to determine, together with Wayzata's staff, the present condition of WTP2 and the Work needed at WTP2 to design those improvements in a cost-effective manner to meet the **goals** stated hereinbefore.

2. FINDINGS/CONCLUSIONS

Engineer/Architect Assessment

This study has conducted a physical evaluation of the condition of Water Treatment Plant No.2. This evaluation consisted of a walk-through assessment of the treatment plant building, an assessment of the iron removal filters, and an evaluation of the appurtenant piping, valves, chemical feed, and other related equipment. The purpose of this evaluation was to establish the existing physical and operational condition of the treatment plant. Based on this appraisal, a work plan was developed to design a cost-effective rehabilitation of the plant. Together with baseline recommendations provided by the Wayzata Utility staff and water operators, the walk-through assessment returned the following recommendations and conclusions:

A. Building/Architectural Assessment:

- The building structure is in very good condition and will provide for long-term use.
- The concrete sealer on the floors has worn away and it is desired to replace it with an epoxy system as used in WTF3.
- Building painting: clean, prep and repaint walls and ceilings. This item includes interior rooms.
- Door and window painting: clean, prep and epoxy paint hollow metal doors, door frames and window frames.
- Replace exterior door hinges and related hardware (lockset).
- Replace all damaged glass block windows. Remove mortar and repack with flexible caulking with backer rod.
- Clean out exterior face brick vertical control joints and install new caulking with backer rod.
- Remove vines from the south and partial north face brick walls as the vines can damage the brick mortar joints.
- Remove roofing around skylight curb, if and as found necessary, and investigate source of leakage and repair.
- Exterior prefinished metal fascia requires repair to close the gap between the fascia and the exterior wall that has allowed intrusions of insects and birds.

B. Mechanical and HVAC Assessment:

- The plumbing system is in good repair and requires no work at this time.

- Replace the Dectron dhimmification system with a second Hi-E Dry 195 dehumidifier. Recirculate air throughout the electrical, mechanical and filter rooms to maintain humidity control.
- Natural gas service was provided during installation of an electrical standby generator several years ago. With gas available as a heat source, provide a new gas-fired furnace and re-use the existing ductwork from the Dectron dehumidifier to heat the majority of the building. Discontinue use of all existing electric unit heaters in WTP2 building, with the exception of the chlorine room, and add two additional gas-fired unit heaters and new thermostats at the southwest and northwest corners of the building. Replace the existing electric unit heater and thermostat in the chlorine room.
- Replace existing plant air compressor and dryer.

C. Electrical:

- Electrically disconnect the existing Dectron dehumidifier and five electric unit heaters. Reconnect a new furnace and two gas-fired unit heaters to existing conduit runs. Replace wiring and breakers as required.
- Change control of chemical room exhaust fan. Existing control is with Hand-Off-Auto switch. In Auto position, fan is controlled from room thermostat. Remove thermostat and provide 2 pole light switch to turn fan on when lights are turned on (when the H-O-A switch is in the Auto position).
- Provide wiring for chemical room low temperature alarm thermostat.
- Replace chemical room heater thermostat with a remote bulb thermostat. Thermostat base will be in the pump room with remote bulb (capillary tube) in the chemical room.
- Provide conduit and wiring for limit switches on all pneumatically operated valves.
- Provide wiring from all new magnetic flow meters and wire output signals to plant control panel.
- Provide wiring for new well level monitor.
- Provide wiring for plant system pressure transmitter.
- Disconnect existing and connect new chlorine leak detector.
- Provide wiring for chlorine, fluoride and orthophosphate scales.
- Disconnect existing and connect new back wash tank level transducers and floats.
- Disconnect existing and connect new filter level transducers and floats.
- Disconnect existing and reconnect new bottom solids submersible pumps.
- Disconnect existing and reconnect new aerator fans and damper motors.

- Disconnect existing and reconnect new recycle pump. Provide new VFD.
- Disconnect existing and reconnect new air compressor and dryer. Also provide wiring for low air pressure alarm.
- Replace existing exterior lights with LED fixtures and lamps.
- Provide 3-way switching for attic lights.

D. Process Assessment:

- Refurbish both gravity steel filters:
 - ▶ Remove all filter media and replace in-kind.
 - ▶ Remove false-bottom underdrain system; replace with PVC header lateral underdrains embedded in concrete.
 - ▶ Inspect filter header pipe, replace PVC laterals and nozzles.
 - ▶ Replace aeration fan and housing, inspect/replace moisture separator.
 - ▶ Sandblast filter(s) interior to near white SS-SP10 and recoat with NSF epoxy paint.
 - ▶ Sandblast filter(s) exterior to commercial SS-SP6 and SS-SP10 at rust spots and recoat with NSF epoxy paint.
 - ▶ Re-caulk filter tank at concrete support pad.
 - ▶ Replace water level alarm floats and ultrasonic level transducers.
- Replace all pneumatically operated filter function valves.
- Add limit switches to new valves.
- Provide Solenoid Panel at each Filter per WTF3.
- Replace both submersible backwash bottom solids pumps.
- Convert clear water discharge to filter recycle, replace existing Clearwater pump.
- Replace backwash blower.
- Revise simultaneous air/water backwash piping and valving per WTF3.
- Replace Chemical feed pumps, tubing, and poly tanks.
- Replace chlorine cylinder scales.
- Provide scales for fluoride and orthophosphate.
- Provide instrumentation to monitor and record chemical useage.

E. Well No. 5 and Booster Pump No. 1:

- Rehabilitation of Well No. 5 vertical turbine pump and WTP2 Booster Pump No. 1.
This work will be accomplished outside of the WTP2 rehab Contract.

F. Control, Computers, SCADA Systems:

- Debug existing programming and re-program same to incorporate new process information collection and control between WTP3 and WTP2.
- Provide new control and communication hardware at WTP2 as needed to emulate WTP3.
- Update computer software at both plants.
- Provide hardware and programming as required to interface with new MediaCom fiber optic service.
- Debug / improve SCADALARM dialing to have WTP2 alarm dialing software be reliable back up to WTP3 alarm dialing software.
- Upgrade / upsize computer UPS to allow manual control of generator from SCADA system. Presently the UPS sags enough during transition from utility to generator that the SCADA system does not function properly.
- Replace the PLC at WTP2.
- Provide new filter transducers and floats to match system installed in WTF3. Provide programming changes to switch filter backup control from 6 to 2 floats. New floats will be for high and low level alarms, to match operation of WTF 3.
- Provide new backwash tank transducer and floats.
- Provide PLC input and all required programming to monitor the chemical room low temperature alarm thermostat.
- Provide PLC inputs and all required programming to monitor limit switches on all pneumatically operated valves.
- Provide PLC inputs and all required programming to display, trend and record the signals from the new magnetic flow meters.
- Provide PLC input and all required programming to display, trend and record the signals from the new well level monitor.
- Provide PLC inputs and all required programming to display, trend and record the signals from chlorine, fluoride and orthophosphate scales.
- Provide PLC inputs / outputs and all required programming to control the new recycle pump VFD.
- Provide PLC input and all required programming to incorporate a chlorine leak detector malfunction alarm in addition to the existing chlorine leak alarm input.
- Provide PLC input and all required programming to incorporate new plant system pressure transmitter.
- Provide PLC input and all required programming to incorporate new air compressor low pressure alarm.

3. Implementation

The rehabilitation of WTP2 requires an extended period of out-of-service use; actual construction time is estimated to be approximately four to five months and will be dependent upon procurement of longer lead-time equipment. The City wishes to use a conventional design-bid-build process to accomplish the work. Under this process time is allowed for review of construction documents, approval and authorization to advertise for public bids, a bid opening, and finally an award of a contract to the successful bidder. Once the Contract is consummated between the City and the successful bidder, a preconstruction meeting is conducted, followed by a notice to proceed. At this point the Contractor is encumbered to complete the work within the specified time of completion. The following schedule has been provided to approximate the time necessary to complete the rehabilitation of WTP2.

PROPOSED PROJECT IMPLEMENTATION SCHEDULE

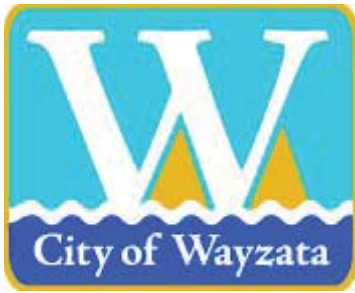
City Council Approves WTP No. 2 Feasibility Study	November 17, 2015
City Council Approves Final Documents and Authorizes Advertisement for Public Bids	December 1, 2015
Publish Advertisement for WTP2 Bids in Legal Paper	December 8, 2015
Receive and Open Bids	December 30, 2015
City Council Accepts Bids and Considers Award of a Contract	January 5, 2016
Preconstruction Conference and Notice to Proceed	January 18, 2016
Substantial Completion and WTP2 Operability	June 15, 2016
Final Completion	July 31, 2016

4. Economic Considerations

In addition to the goals enumerated at the beginning of the report, the fiscal goal of the rehabilitation of WTP2 is to impart an additional 25 years of dependable and low maintenance service back into the plant. The staff's goal is to prudently reduce these likely and costly equipment maintenance and replacement items before they fail during the next 25 year plant cycle. The attached spreadsheet itemizes the estimated rehabilitation cost to put WTP2 back into a highly reliable 25 year service life.

Well No. 5 Pump and Booster Pump No. 1 provide well water supply to WTP2 for treatment and high pressure pumping away from the plant into the water distribution system. Both of these pumps have reached their normal maintenance cycle of removal, inspection and repair. It is imperative that these two essential components be maintained in peak operating condition. Concurrent with the rehabilitation of WTP2, both of the pumps will receive their respective restoration to take advantage of WTP2's out-of-service restoration period.

WATER TREATMENT PLANT NO. 2						
FEASIBILITY REPORT						
REHABILITATION COST ESTIMATE						
DISCIPLINE	ITEM NO.	ITEM	UNITS	QUANTITY	UNIT COST	REPLACEMENT COST
CONTRACTOR GENERAL, OWNER ALLOWANCE						
Subtotal General Costs	1	Mobilization	LS	1	\$50,000	\$50,000
	2	Owner Contingency Allowance	LS	1	\$50,000	\$50,000
						\$100,000
ARCHITECTURAL						
Subtotal Architectural Costs	1	Glass Block Window Replacement	SF	36	\$250	\$9,000
	2	Soffit/Fascia Repair	LF	216	\$15	\$3,240
	3	Interior Painting - Walls/Ceiling	SF	10,000	\$1	\$10,000
	4	Door and Window Painting	SF	250	\$4	\$1,000
	5	Epoxy Floor	SF	2,240	\$12	\$26,880
	6	Paint Piping	LS	1	\$22,000	\$22,000
	7	Door Repair-Hinges & Hardware	LS	1	\$1,500	\$1,500
	8	Clean and Caulk Control Joints	LF	260	\$13	\$3,380
	9	Remove Vines from Face Brick	SF	1,000	\$3	\$2,500
	10	Repair Rook Leakage	LS	1	\$1,200	\$1,200
Subtotal Architectural Costs						\$80,700
MECHANICAL						
Subtotal Mechanical Costs	1	Replace Air Compressor & Dryer	LS	1	\$7,500	\$7,500
	2	Remove Dectron Unit, add Hi-E-Dri	LS	1	\$4,500	\$4,500
	3	Install new Gas Furnace	LS	1	\$8,000	\$8,000
	4	Remove Electric Heaters	EA	6	\$250	\$1,500
	5	Gas Heaters, flues, Piping, T'stats	EA	2	\$2,000	\$4,000
Subtotal Mechanical Costs						\$25,500
ELECTRICAL						
Subtotal Electrical Costs	1	Exterior Lighting	LS	1	\$2,500	\$2,500
	2	Instrumentation installation and wiring	LS	1	\$10,500	\$10,500
	3	Recycle pump VFD (Installed)	LS	1	\$5,500	\$5,500
	4	HVAC wiring	LS	1	\$3,000	\$3,000
	5	Process equipment wiring	LS	1	\$5,500	\$6,500
Subtotal Electrical Costs						\$28,000
WATER TREATMENT						
Subtotal Water Treatment Costs	1	Sandblast and Paint Filters	EA	2	\$50,000	\$100,000
	2	Replace Filter Media	EA	2	\$20,000	\$40,000
	3	Replace Air Wash Grids	EA	2	\$5,000	\$10,000
	4	New Filter Underdrains	EA	2	\$25,000	\$50,000
	5	Filter Refurb Labor	EA	2	\$25,000	\$50,000
	6	Replace Inlet Laterals and Nozzles	EA	2	\$7,500	\$15,000
	7	12"-Pneumatic Filter Valves	EA	2	\$4,600	\$9,200
	8	10"-Pneumatic Filter Valves	EA	8	\$4,400	\$35,200
	9	8"-Pneumatic Filter Valves	EA	10	\$3,800	\$38,000
	10	3"-Pneumatic Filter Valves	EA	10	\$3,600	\$36,000
	11	Valve Replacement Labor	LS	1	\$25,000	\$25,000
	12	F&I Solenoid Panels and Air Tubing	LS	2	\$3,000	\$6,000
	13	Replace Aerators and Housings	EA	2	\$10,000	\$20,000
	14	Replace Bottom Solids Pumps	EA	2	\$5,000	\$10,000
	15	Replace/Convert Clearwater Pump	EA	1	\$7,500	\$7,500
	16	Replace Chemical Feed Equipment	LS	1	\$35,000	\$35,000
	17	12"-Magnetic Flow Meter	EA	1	\$8,000	\$8,000
	18	10"-Magnetic Flow Meter	EA	1	\$6,500	\$6,500
	19	8"-Magnetic Flow Meter	EA	1	\$5,000	\$5,000
	20	6"-Magnetic Flow Meter	EA	1	\$4,000	\$4,000
	21	Replace Backwash Blower	EA	1	\$18,000	\$18,000
	22	Misc. Piping Accessories	LS	1	\$25,000	\$25,000
	23	Simultaneous BW Piping Modification	LS	1	\$12,000	\$12,000
Subtotal Water Treatment Costs						\$565,400
Plant Control						
Subtotal Plant Control Costs	1	Control Panel Hardware updates	LS	1	\$30,000	\$30,000
	2	Filter Control Panel	LS	1	\$15,000	\$15,000
	3	Software updates	LS	1	\$20,000	\$20,000
	4	Programming, engineering, startup	LS	1	\$60,000	\$60,000
	5	Field instrumentation	LS	1	\$10,000	\$9,500
Subtotal Plant Control Costs						\$134,500
SUBTOTAL-DISCIPLINES						\$934,100
CONTINGENCY -5%						\$46,710
SUBTOTAL						\$980,810
ENGINEERING SERVICES						\$65,000
ADMINISTRATIVE, LEGAL, ETC. 2%						\$19,616
ESTIMATED WTP2 REHAB PROJECT COST						\$1,065,000



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

MEMORANDUM

DATE: November 12, 2015

TO: The Honorable Mayor and Members of the City Council

FROM: Becky Malone, Deputy City Clerk

RE: Consider Interim City Manager Appointment and Selection of Executive Search Firm

The Council interviewed Interim City Manager Candidates Jim Brimeyer, Chris Enger and Doug Reeder at their November 4, 2015 Wayzata City Council workshop meeting. Jim Brimeyer withdrew his candidacy since being interviewed.

At the November 9, 2015 Wayzata City Council workshop meeting, the Council interviewed the following Executive Search Firms:

Sharon Klumpp with Waters & Company, a Springsted Company; and
Richard Fursman with Brimeyer Fursman.

The Council should consider appointment of an Interim City Manager and selection of an Executive Search Firm at tonight's meeting.

CITY OF WAYZATA

RESOLUTION NO. 42-2015

**RESOLUTION APPROVING HOUSING & REDEVELOPMENT AUTHORITY BOARD
APPOINTMENT**

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

Section 1. BACKGROUND

- 1.1 Vacancy. At the end of 2015, the term of one member of the Wayzata Housing & Redevelopment Authority Board (the “HRA”) will expire. This creates a total of one vacancy on the HRA.
- 1.2 Applicants. In September and October of 2015, the City Council requested applications from those who wished to be considered by the Council to fill the vacancy on the HRA. A total of two applications were received.

Section 2. STANDARDS

- 2.1 City Council Appointment. Section 18 of the Revised Charter of the City of Wayzata empowers the City Council to create and appoint a HRA.

Section 3. CITY COUNCIL ACTION

- 3.1 The City Council of Wayzata hereby finds the following person eligible to serve as a member of the Wayzata Housing & Redevelopment Authority Board and appoints them a member of the HRA as follows:
 1. _____ shall serve a full five-year term to expire on December 31, 2020.

Adopted by the Wayzata City Council this 17th day of November, 2015.

Mayor Ken Willcox

ATTEST:

City Manager Heidi Nelson

ACTION ON THIS RESOLUTION:

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution:

I hereby certify that the foregoing is a true and correct copy of Resolution No. 42-2015 adopted by the City Council of the City of Wayzata, Minnesota, at a duly authorized meeting held on November 17, 2015.

Deputy City Clerk Becky Malone

SEAL

CITY OF WAYZATA

RESOLUTION NO. 43-2015

RESOLUTION APPROVING PLANNING COMMISSION APPOINTMENTS

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

Section 1. BACKGROUND

- 1.1 Vacancy. At the end of 2015, the terms of two (2) members of the Wayzata Planning Commission (the “Commission”) will expire. This creates a total of two (2) vacancies on the Commission.
- 1.2 Applicants. In September and October of 2015, the City Council requested applications from those who wished to be considered by the Council to fill the vacancies on the Commission. A total of two (2) applications were received.

Section 2. STANDARDS

- 2.1 City Council Appointment. Section 18 of the Revised Charter of the City of Wayzata empowers the City Council to create and appoint a City Planning Commission.

Section 3. CITY COUNCIL ACTION

- 3.1 The City Council of Wayzata hereby finds the following persons eligible to serve as members of the Wayzata Planning Commission and appoints them members of the Commission as follows:
 1. _____ shall serve a full three-year term to expire on December 31, 2018.
 2. _____ shall serve a full three-year term to expire on December 31, 2018.

Adopted by the Wayzata City Council this 17th day of November, 2015.

Mayor Ken Willcox

ATTEST:

City Manager Heidi Nelson

ACTION ON THIS RESOLUTION:

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution:

I hereby certify that the foregoing is a true and correct copy of Resolution No. 43-2015 adopted by the City Council of the City of Wayzata, Minnesota, at a duly authorized meeting held on November 17, 2015.

Deputy City Clerk Becky Malone

SEAL

CITY OF WAYZATA

RESOLUTION NO. 44-2015

A RESOLUTION APPROVING PARKS AND TRAILS BOARD APPOINTMENTS

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

Section 1. BACKGROUND

- 1.1 Vacancy. At the end of 2015, the terms of two (2) members of the Parks and Trails Board will expire. In addition, the term of the Executive Board Chair will expire at the end of 2015 and the Wayzata City Council may appoint one (1) additional Board member to serve as the Executive Board Chair for a one-year term. This creates a total of three (3) vacancies on the Parks and Trails Board.
- 1.2 Applicants. In September and October of 2015, the City Council requested applications from those who wished to be considered by the Council to fill the vacancies on the Parks and Trails Board. A total of four (4) applications were received.

Section 2. STANDARDS

- 2.1 City Council Appointment. Section 18 of the Revised Charter of the City of Wayzata empowers the City Council to create and appoint a Parks and Trails Board.

Section 3. CITY COUNCIL ACTION

- 3.1 The City Council of Wayzata hereby finds the following person eligible to serve as a member of the Parks and Trails Board and appoints him/her a member of the Board as follows:
 1. _____ shall serve a full three-year term to expire on December 31, 2018.
 2. _____ shall serve a full three-year term to expire on December 31, 2018.
 3. _____ shall serve as the Executive Board Chair for a full one-year term to expire on December 31, 2016.

Adopted by the Wayzata City Council this 17th day of November, 2015.

Mayor Ken Willcox

ATTEST:

City Manager Heidi Nelson

ACTION ON THIS RESOLUTION:

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution:

I hereby certify that the foregoing is a true and correct copy of Resolution No. 44-2015 adopted by the City Council of the City of Wayzata, Minnesota, at a duly authorized meeting held on December 17, 2015.

Deputy City Clerk Becky Malone

SEAL