

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

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

WORKSHOP TOPICS FOR DISCUSSION:

- 1. Discuss Lake Effect Trust Founding Board Structure & Membership (5:00 PM)**
- 2. Interviews for Boards and Commissions (5:45 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.	Sheriff Rich Stanek to Provide a Sheriff's Office Update	Stanek							
b.	Presentation on Twelve for Twelve - Highway 12 Safety Coalition	Risvold							
c.	Trudy Richter - Bushaway Road Update	Richter							
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 17, 2015 and City Council Regular Meeting Minutes of November 17, 2015								
b.	Approval of Check Register								
c.	Municipal Licenses Which Received Administrative Approval (Informational Only)								
d.	Approval of Municipal Licenses								
e.	Approval of Management Consultant Agreement with Interim City Manager Douglas Reeder								
f.	Approval of Memorandum of Understanding for the Law Enforcement Labor Services and AFSCME Union Contracts for 2016 Health Insurance Contribution								
g.	Approval of Lease Agreement for 2016 with Wayzata Historical Society for the Wayzata Depot at 402 Lake Street E.								
h.	Approval of Resolution No. 45-2015 Adopting the Updated Lake Minnetonka Emergency Operations Plan								
i.	Approval of Contract with Waters & Company, A Springsted Company, for Executive Recruitment Services								
6	New Business								
a.	Consider Resolution No. 46-2015 - Final 2016 Property Tax Levy and Budget, Accept Liquor Operations Business Plan	McDonald							71
b.	Consider Resolution No. 50-2015 Approving Design Review for a Two-Story Medical Office Building at 1120 Wayzata Blvd. E.	Thomson							123
c.	Consider Resolution No. 47-2015 Suggesting Charter Commission Nominees to District Court	Peters							186
d.	Consider Resolution No. 48-2015 Approving Communications Board Appointment	Peters							188
e.	Consider Resolution No. 49-2015 Approving Heritage Preservation Board Appointment	Peters							190
7	City Manager's Report and Discussion Items								
8	Public Forum (as necessary)								
9	Adjournment								

Meeting Rules of Conduct:

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

Upcoming Meetings:

City Council - December 15, 2015 and January 5, 2016
Planning Commission - December 7 & 21, 2015

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

WAYZATA CITY COUNCIL
DRAFT-WORKSHOP MEETING MINUTES
November 17, 2015

5:30 PM INTERVIEWS FOR BOARDS AND COMMISSIONS

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 Planning & Building Thomson, Director of Public Service Dudinsky, and Management/Planning Intern Peters.

The Council conducted interviews for the following finalists:

Time	Applicant	Commission/Board
5:30 PM	Joanie Cunningham	Parks & Trails
5:40 PM	Roger Wothe	HRA
5:50 PM	Gregory Flannigan	HRA/Planning Commission
6:00 PM	Patrick Murray	Planning Commission/Parks & Trails
6:10 PM	break	
6:20 PM	Dan Baasen	Parks & Trails
6:30 PM	Merrily Borg Babcock	Parks & Trails

The workshop meeting was adjourned at 6:40 pm.

Respectfully submitted,

Becky Malone
Deputy City Clerk

WAYZATA CITY COUNCIL
DRAFT - MEETING MINUTES
November 17, 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 Public Service Dudinsky, Director of Planning and Building Thomson, Management/Planning Intern Peters, City Engineer/Assistant Director of Public Works Kelly, and City Attorney Schelzel.

AGENDA ITEM 2. Approve Agenda.

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

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

a. MCES Update on 2016 Shoreline Drive Project

Mr. Tim O'Donnell, Metropolitan Council Environmental Services (MCES), reported on a sewer repair project scheduled for 2016, and the various options for repairing the sewers and the potential closure of Shoreline Drive. He reported on the purpose of MCES and the aging infrastructure of the sewer system.

Mr. Jeff Schwartz, MCES Project Manager, reported on the different phases of the proposed sewer improvement project for Wayzata and indicated they will work with City staff to decide on an option that works best.

The Council suggested MCES contact surrounding school districts to inform them of the potential work and closure of Shoreline Drive as it may affect bus routes.

The Council asked when MCES would know how long the construction disruption would be, in order to plan the project. City Engineer Kelly stated this project has a better chance on being on schedule than other recent projects in the City.

The Council expressed concerns with the project's impact on businesses in town. Mr. Schwartz stated they would prefer to close the entire road and do the project as originally designed. There are options that may allow the road to remain open, but this may delay the project. Due to the poor conditions of the existing pipe, a delay is not desirable.

The Council agreed that due to all the recent road construction in Wayzata and the impact it has had on residents and businesses, it would like to see other options explored that would not completely disrupt traffic. Mr. O'Donnell agreed and stated they look forward to working with staff to find a solution to present to the Council.

Council expressed that it is important to keep access open to Wayzata, and requested MCES look at the detours that are planned as there may be some other options to consider. MCES stated it will keep the public updated through public meetings, mailings, the website, email, and text alerts.

Terry Huml, 293 Grace Point Court, stated it would be devastating for the businesses in town if this road is closed. She suggested to either take the bike lane out and make that a temporary lane, or not start the project until 2017. She also suggested having a person in place that can oversee all these kinds of projects going forward, to make sure they do not overlap.

b. Mill Street Parking Ramp

Mayor Willcox invited people in audience wishing to speak on the proposed Mill Street Parking Ramp to speak.

Barry Petit, 420 Peavey Lane, stated the ramp should reflect the vision of Wayzata, and not just a desire to build to capacity of the available dollars. He found the design concepts

presented to date to be disappointing, and stated that they should be more simplistic. He suggested the Council find a local, talented ramp designer instead of using a construction manager.

Mary Webster, 726 Widsten Circle, stated more parking is needed and she supports the grade plus one design with a partial roof. The final ramp needs to reflect the Council's vision. She stated she does not support spending \$2.7 million on an additional level that is only needed on weekends four months out of the year.

Chris Morrison, 728 Widsten Circle, stated with the resources available, there is a unique opportunity for the City to have more development spread out over Lake Street. That opportunity may be forfeited with the proposed parking ramp.

Terri Huml, 293 Grace Pointe Court, stated there will be more visitors and businesses coming to Wayzata in the future. She stated the only viable solution is to build a parking ramp that is beautifully designed, has multiple capabilities, and is grade plus two.

Peter Hitch, 1350 Wayzata Boulevard East, Wayzata Chamber of Commerce Chair, stated the Bushaway project should be completed before the Shoreline Road project is started. The Chamber of Commerce supports a grade plus two ramp, and would like the design to reflect the City and meet the needs of Wayzata. He stated the Chamber sent out a petition and 70 people responded in favor of a grade plus two ramp.

AGENDA ITEM 4. New Agenda Items.

None.

AGENDA ITEM 5. Consent Agenda.

The Council removed item h. from the Consent Agenda to delay the vote on Resolution No. 45-2015 Adopting the Updated Lake Minnetonka Emergency Operations Plan until Council hears the full report at the regular Council meeting on December 1.

Mrs. Mullin made a motion, seconded by Mrs. Anderson, to approve the consent agenda, as amended to remove item h.:

- a. City Council Workshop Meeting Minutes of November 4, 2015 and November 9, 2105 and City Council Regular Meeting Minutes of October 20, 2015 and 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~~

The motion carried 5/0.

AGENDA ITEM 6. Public Hearing.

a. Consider Approval for an On-Sale Wine License and On-Sale 3.2% Malt Liquor License for Ametrine, Inc. DBA "People's Organic Coffee and Wine Café"

City Manager Nelson reported the new owner of Peoples Organic Coffee and Wine Café, applied for an on-sale wine license and an on-sale 3.2 percent malt liquor license for their restaurant located at 765 Lake Street East. Staff recommends approval of both licenses.

Diane Alexander, new owner of "People's Organic Coffee and Wine Café", stated she is excited to continue to offer an organic and diverse menu.

Mayor Willcox opened the public hearing at 7:58 p.m. There being no comment, Mayor Willcox closed the public hearing at 7:59 p.m.

Mr. Tyacke made a motion, seconded by Mrs. Anderson, to approve the On-sale Wine License and On-Sale 3.2 percent Malt Liquor License for Ametrine, Inc. DBA “People’s Organic Coffee and Wine Café”. The motion carried 5/0.

AGENDA ITEM 7. New Business.

a. Finalize Programming and Pre-Design for Mill Street Ramp

City Manager Nelson reported on the work that has been completed over the past year on the Downtown Parking Project. She informed the Council that the Beltz Family has withdrawn their interest in a potential commercial corner as part of the Mill Street Ramp, so the City is no longer pursuing a potential commercial corner for the ramp.

Director of Planning and Building Thomson outlined the three options for a parking ramp: (1) a grade plus one level at an approximate cost of \$7,020,000, (2) a grade plus two level at an approximate cost of \$9,720,000, and (3) a grade plus two level with a roof at a cost of \$12,300,000. He also reviewed the major pros and cons of each option, and the zoning considerations and processes involved for the project.

Ms. Nelson reported on the status of the Carisch Ramp. The easement for free public parking covers 285 stalls and is set to expire on August 17, 2017. Negotiations for extending the easement have been unsuccessful.

Ms. Nelson reviewed the capital cost estimates for the ramp options, how those estimates were reached, and some of the aesthetic details of the ramp. She outlined the potential funding sources, including TIF revenues.

Ms. Stacie Kvilvang, Ehlers and Associates, reviewed TIF funding mechanisms and the impact of TIF on school districts. Mr. Joel Sutter, Ehlers and Associates, further explained how TIF does and does not affect school finances and taxation. The Council requested that Mr. Sutter’s presentation be available to the public and made it part of the Council Meeting record.

Ms. Kvilvang reported on the plan of finance, differences in the funding sources, potential funding gap, and estimated tax impact for the various parking ramp options.

The Council asked staff what the valuation of apartment buildings are, and what the tax impact would be for the residents living there. Ms. Nelson stated they could make that information available and run a few scenarios to see what the tax impact would be.

The Council stated the numbers in used in the staff and consultant plan of finance presentations are modeling a worst-case scenario burden based on conservative assumptions of TIF performance. In a conservative scenario, over 90 percent of the burden is still being carried by commercial property.

Ms. Nelson reported that Civitas, the design firm for Lake Effect, was provided background material from the downtown parking project work, and observed the site and conditions in downtown when on the site. She noted that Civitas felt that: 1) The location for the ramp at Mill Street is appropriate given its ownership, current use, and proximity to the need for parking; 2) A grade plus two parking ramp option ensures adequate parking for valet service and any shifts in parking on Lake Street; 3) Estimated capital costs may be too low; and 4) There was a need to balance capital needs of parking with capital needs of Lake Effect with possible funding.

Ms. Nelson reviewed what was learned from the Parking Pilot Projects from summer 2015: 1) Employee Parking – should still be pursued; 2) Public Valet – there is a market for it, but requires a designated space for that use; 3) Two-hour Parking Enforcement – change from two-hour parking to three-hour parking; and, 4) Docks – will continue to track usage, Trolley – 2016 budget includes Trolley operation for two days a week.

Ms. Nelson reported on the costs associated with the Parking and Mobility District. Mrs. Anderson stated under the mobility and wayfinding allocations, dock staff and a shuttle trolley surface allocation are options that could be added based on previous conversations. The

1 administrative costs that are listed do not include any enforcement and any parking management
2 costs would be additional.

3 The Council asked why the Parking and Mobility District would not be set up if there was
4 no ramp. Ms. Nelson said a Special Service District could be set up.

5 Mr. Jay Lindgren, Dorsey & Whitney Law Firm, City consultant, reported on the variety
6 of procurement options for the ramp. These options include: 1) Design/bid/build; 2) Agent
7 Construction Manager; 3) Construction Manager at risk; and 4) Design/build or Construction
8 Manager/Design Team.

9 Ms. Nelson stated Council should direct staff whether to finalize the Downtown Parking
10 Project-Programming and Pre-Design, and proceed accordingly with Architectural and
11 Engineering (A & E) services for the options designated by Council. She noted it is also an option
12 to proceed with design on both a grade plus one ramp and a grade plus two ramp to get a better
13 idea what it will look like, but that option would be more expensive.

14 The Council asked if the existing 2002 development agreement with the Beltz family will
15 need to be amended. Mr. Lindgren stated he would need to look at the agreement again, but
16 thought the requirements under that agreement were met by building the parking ramp.

17 The Council asked about the funding sources, allocations tied to them, and what cash was
18 originally allocated in each of the funds before it was pulled to be used as cash on hand. Ms.
19 Nelson stated staff looked at the general CIP fund and projects associated with the housing fund
20 for the next five years and pulled out what could reasonably be used. The money taken from the
21 water fund and storm water fund were to cover the water infrastructure and storm sewer
22 infrastructure estimates for the project.

23 The Council recessed at 9:28 p.m. and reconvened at 9:36 p.m.

24 Mayor Willcox stated there were letters submitted by Mr. and Mrs. McWethy, the Carisch
25 Family, and two letters from the Wayzata Chamber of Commerce.

26 Ms. Becky Pierson, Greater Wayzata Area Chamber of Commerce, submitted the Mill
27 Street Parking Ramp Petitions for the Public Record.

28 Councilmember Tyacke stated this is an opportunity to create a place to park for more
29 opportunities in the future. He supports a grade plus two ramp without a roof, but would like to
30 see a design of what a roof would look like.

31 Councilmember McCarthy stated she supports a grade plus one ramp with a roof. She is
32 concerned the projected cost is too low.

33 Councilmember Anderson stated she does not feel that the experts have looked at the
34 entire City of Wayzata to see where a ramp should go or how parking should be spread out. This
35 ramp benefits the commercial property and the residents are paying for part of the bill.
36 Councilmember Anderson stated there are a lot of projects going on in the City, the cost will be a
37 strain on future communities of Wayzata and future Councils, and she would like to be more
38 conservative with spending. She found the timing of the decision of the project is off and the
39 design team of Lake Effect needs to be more involved with it. If a ramp does come in, design is
40 very important, and the estimated budget will not cover the cost. Councilmember Anderson
41 stated it is a lot of money to spend for peak hours that are 5 percent of the year. She will have a
42 hard time moving forward with TIF funding and bond obligation not knowing where the specific
43 dollars are coming from and what they were once allocated for. She would support a smaller size
44 ramp with topnotch design and a roof, and to move forward with a Parking District considering
45 the alternatives that can be done with the shuttle, enforced parking, valet parking, and employee
46 parking.

47 Councilmember Mullin stated while there is risk with this ramp, he sees the opportunity
48 and benefit it will have for everyone, not just the commercial sector. He believed that the Parking
49 District and development of the ramp are the most powerful development tools that the City has.
50 He noted there are ways to place the ramp into the hill with landscaping without putting an

1 expensive roof on it. He supports a grade plus two ramp, while staying within the budget and
2 using creative design elements to drive down costs.

3 Mayor Willcox thanked the staff and consultants for their work. He noted the City has
4 made many upgrades over the last 20 years, and he sees this ramp as part of staging Wayzata for
5 the future. The neighborhood that is affected by this is a concern, and the design of the ramp
6 needs to be as least obtrusive as possible. Mayor Willcox stated he supports a grade plus two
7 ramp, and would like to look at other options for a roof.

8 Mr. Tyacke made a motion, seconded by Mr. Mullin, to direct staff to finalize Downtown
9 Parking Project-Programming and Pre-Design for Mill Street Ramp section and proceed with
10 Architectural and Engineering Services for a grade plus two ramp, exploring design options for a
11 roof and amenities that would screen from a visual and security perspective the neighborhood to
12 the north.

13 Mr. Mullin requested the addition of two friendly amendments: 1) Include suggestions
14 made by Councilmember Anderson around the transportation elements that include trolley, valet
15 service, and the dock that can help balance out how to relieve the pressure of parking; and, 2)
16 Request staff to bring back the list of specs for the ramp, that include the amenities and optional
17 features of the ramp.

18 Ms. Nelson repeated the motion made and seconded, and summarized the friendly
19 amendments, which were accepted: to include in the district cost the operations for the trolley,
20 valet service and dock master staff, and that staff would bring back a summary in advance of
21 preparation of the RFP that would clearly outline the specifications of the ramp for amenities and
22 features to ensure alignment before the RFP would be drafted.

23 With Tyacke, Mullin and Willcox voting yes, and McCarthy and Anderson voting no, the
24 motion carried 3/2.

25 Ms. Nelson stated the financing for the Project will need to be voted on and passed by a
26 4/5 vote of Council. Mr. Willcox requested the financing plan be discussed at the next meeting.
27 Mr. Tyacke suggested a design of the ramp be made available before decisions of finance are
28 made. Mrs. Anderson stated she is hesitant to put off the discussion of finance because more
29 money will be spent rendering a design. Mrs. McCarthy stated she cannot support a grade plus
30 two ramp because of the large size of it and therefore cannot support the financing.

31 Mr. Mullin asked Mrs. McCarthy if a compromise could be made between a grade plus
32 one ramp and a grade plus two ramp. Mrs. McCarthy stated if it doesn't adversely impact the
33 community as a whole, she would consider it.

34 Mrs. Anderson stated she is not confident that a different design would solve the issues,
35 and that there have not been discussions with Lake Effect project around how much development
36 is wanted in the City.

37 Mr. Willcox stated his concern is that there are many things in the City that are contingent
38 on creating a parking structure to accommodate those future things.

39 Mr. Tyacke stated he recalled at a previous workshop meeting that the City could get two
40 to three design firms to create a design at no cost. Ms. Kvilvang confirmed Mr. Tyacke's
41 comment, but stated it is usually around a unified vision. She suggested talking with the potential
42 firms to see if something can be drawn up.

43 Mr. Mullin asked Mrs. McCarthy and Mrs. Anderson if there is anything that could be
44 done that would help achieve a compromise. Mrs. McCarthy stated she is comfortable with
45 where the funding is coming from, but the mass and design of the ramp needs to be different.

46 Mr. Willcox requested staff pursue some design firms to try and come up with designs that
47 address the concerns.
48

49 **b. Consider Approval of 2016 Revised Special Event Permit Application Form**

50 Director of Public Service Dudinsky reported the proposed 2016 fee for Annual Chamber of
51 Commerce Events is \$750, which is down from \$1,500 in 2015. Staff recommends approval of

1 the proposed 2016 Special Event Permit Application Instructions, Fee Schedule and Permit
2 Application Form.

3 Becky Pierson, Greater Wayzata Area Chamber of Commerce, requested staff look at
4 surrounding communities and their fees for Chamber events. The Wayzata fees are well above the
5 norm of other communities. She requested the fee be the same amount as in 2014, or even lower.

6 Peter Hitch, 1350 Wayzata Boulevard East, Wayzata Chamber of Commerce Chair, stated
7 out of the nine cities they researched, seven of them did not charge a fee because they viewed the
8 event as a partnership.

9 The Council asked staff what the charge was for Police and Public Works services for
10 James J. Hill Days. Mr. Dudinsky stated he does not know the exact number. The entire bill for
11 Police for the three-day event is billed to the Chamber. For Public Works, the Chamber is only
12 billed for time spent on overtime. The bill is estimated to be \$3,000-\$5,000.

13 Messrs. Tyacke and Mullin stated they would be willing to go down to \$600.

14 Mrs. McCarthy stated she supports staff recommendation at \$750.

15 Mrs. Anderson supported either reduction.

16 Mr. Willcox supported \$500 or less and to consider dropping it in future years.

17 Mrs. Anderson made a motion, seconded by Mr. Mullin, to approve a reduced event fee
18 for Chamber of Commerce designated City events to \$600. The motion carried 4/1. (Willcox)

19
20 **c. Review Treatment Plant #2 Feasibility Study and Authorize to Complete Final Plans**
21 **and Specifications, and Advertise for Bids**

22 Director of Public Service Dudinsky reported on the Water Treatment Plant 2 (WTP2) feasibility
23 study that was completed by Stantec. The rehabilitation cost is \$1,110,000 and the water capital
24 improvement fund is able to accommodate these costs. He reported it is recommended the vines
25 be taken off the building because of the damage they cause to brick and some windows need to be
26 repaired. Staff recommends the Council authorize completion of Final Plans and Specifications
27 for the Rehabilitation of WTP2 and Authorization to Advertise for bids.

28 The Council suggested, for aesthetic reasons, that staff explore using a trellis for the vines
29 instead of taking them off.

30 The Council asked why architectural costs of the rehabilitation cost estimate are not
31 considered general maintenance. Mr. Dudinsky stated one of the goals of the rehabilitation is to
32 see what can be done to increase the life of the water treatment plant and to keep the costs down
33 between rehabilitations, which occur every 20 years.

34 Mrs. Anderson made a motion, seconded by Mrs. McCarthy, to authorize completion of
35 Final Plans and Specifications for the Rehabilitation of WTP2 and Authorization to Advertise for
36 Bids and to look at the architectural rehabilitation costs to see what needs to be replaced. The
37 motion carried 5/0.

38
39 **d. Consider Interim City Manager Appointment and Selection of Executive Search**
40 **Firm for New City Manager**

41 Mayor Willcox reported the Council interviewed three Interim City Manager Candidates. Since
42 then one candidate, Jim Brimeyer, withdrew his name. The remaining Interim City Manager
43 candidates are Chris Enger and Douglas Reeder.

44 The Council voted by ballot to appoint and engage Douglas Reeder as Interim City
45 Manager during the anticipated transition to a new City Manager. (4/1)

46 Mr. Willcox reported the Council interviewed the following Executive Search Firms to
47 help the City find a new City Manager: Sharon Klumpp with Waters and Company, a Springsted
48 Company; and Richard Fursman with Brimeyer Fursman.

49 The Council voted by ballot to engage Sharon Klumpp with Waters and Company, a
50 Springsted Company as the Executive Search Firm for a new City Manager. (3/2)

e. Consider Resolution No. 42-2015 Approving HRA Appointment

Mr. Tyacke made a motion, seconded by Mrs. McCarthy, to approve Resolution 42-2015, approving Housing and Redevelopment Authority Board Appointment of Roger Wothe. The motion carried 5/0.

f. Consider Resolution No. 43-2015 Approving Planning Commission Appointments

Mrs. Anderson made a motion, seconded by Mr. Tyacke, to approve Resolution 43-2015, approving Planning Commission Appointments of Gregory Flannigan and Patrick Murray. The motion carried 5/0.

g. Consider Resolution No. 44-2015 Approving Parks and Trails Board Appointments

Mrs. Anderson made a motion, seconded by Mrs. McCarthy, to approve Resolution 44-2015, approving Parks and Trails Board Appointments of Joanie Cunningham and Merrily Borg Babcock, and Dan Baasen as the Executive Board Chair. The motion carried 5/0.

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

a. Update on Telecom Site Feasibility Study

Director of Public Service Dudinsky gave an update on the Telecom Site Feasibility Study. Some borings were done at the Wayzata School Telecom Site and in some areas, boring ground was not found. Additional boring and soil preparation will be costly. He recommended SEH put a hold on their work until more information is gathered.

Mr. Mullin stated because of the location, it would be worth spending more money to make it work. Mrs. Anderson stated she does not like where the proposed access road is located. Mr. Willcox stated it could be accessed through the existing parking lot and he would like to keep the site near the tennis courts. The Council recommended staff continue with the soil boring to find boring ground.

b. Other

Ms. Nelson announced the Tree-Lighting event is scheduled for Friday, November 27. There will be music from 5:00 p.m. to 6:00 p.m. at the Depot. The parade of fire trucks will start at City Hall at 6:00 p.m. and end with the tree lighting at 6:15 p.m. at the Depot.

Ms. Nelson stated they are working closely with the County to get Bushaway Road opened from Minnetonka up to McGinty Eastman.

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

There were no comments.

AGENDA ITEM 9. Adjournment.

Mrs. McCarthy made a motion, seconded by Mrs. Anderson to adjourn. There being no further business, Mr. Willcox adjourned the meeting at 11:22 p.m.

Respectfully submitted,

Becky Malone

Deputy City Clerk

Drafted by Shannon Schmidt

TimeSaver Off Site Secretarial, Inc.

***Check Detail Register©**

November 2015

			Check Amt	Invoice	Comment
10100 Anchor Bank					
Paid Chk#	100640	11/18/2015	ARCTIC GLACIER INC.		
E 640-47000-254	Soft Drinks/Mix For Resale		\$79.72	439531008	ICE
	Total	ARCTIC GLACIER INC.	\$79.72		
Paid Chk#	100641	11/18/2015	ARTISAN BEER COMPANY		
E 640-47000-253	Beer For Resale		\$96.00	3063803	BEER
E 640-47000-253	Beer For Resale		\$231.50	3065209	BEER
	Total	ARTISAN BEER COMPANY	\$327.50		
Paid Chk#	100642	11/18/2015	BELLBOY BAR SUPPLY CORP.		
E 640-47000-252	Wine For Resale		\$128.00	50835600	WINE
E 640-47000-259	Freight		\$2.55	50835600	FREIGHT
E 640-47000-251	Liquor For Resale		\$88.00	50835700	LIQUOR
E 640-47000-259	Freight		\$2.55	50835700	FREIGHT
	Total	BELLBOY BAR SUPPLY CORP.	\$221.10		
Paid Chk#	100643	11/18/2015	BERNICK`S WINE		
E 640-47000-254	Soft Drinks/Mix For Resale		(\$20.80)	251427	MISC.MIX
E 640-47000-254	Soft Drinks/Mix For Resale		\$90.00	257533	MISC.MIX
E 640-47000-253	Beer For Resale		(\$6.95)	257534	BEER
	Total	BERNICK`S WINE	\$62.25		
Paid Chk#	100644	11/18/2015	BERRY COFFEE COMPANY		
E 640-48000-254	Soft Drinks/Mix For Resale		\$148.95	M29527	COFFEE
E 640-48000-254	Soft Drinks/Mix For Resale		\$78.95	M30960	COFFEE
	Total	BERRY COFFEE COMPANY	\$227.90		
Paid Chk#	100645	11/18/2015	BOURGET IMPORTS		
E 640-47000-252	Wine For Resale		\$3,208.00	129932	WINE
E 640-47000-259	Freight		\$43.50	129932	FREIGHT
	Total	BOURGET IMPORTS	\$3,251.50		
Paid Chk#	100646	11/18/2015	CINTAS CORPORATION		
E 640-48500-210	Operating Supplies (GENERAL)		\$101.20	5003854679	FIRST AID SUPPLIES
	Total	CINTAS CORPORATION	\$101.20		
Paid Chk#	100647	11/18/2015	CLEAR RIVER BEVERAGE CO.		
E 640-47000-253	Beer For Resale		\$424.00	222339	BEER
	Total	CLEAR RIVER BEVERAGE CO.	\$424.00		
Paid Chk#	100648	11/18/2015	COZZINI BROS., INC.		
E 640-48500-415	Other Equipment Rentals		\$73.48	C2155995	KNIFE EXCHANGE
	Total	COZZINI BROS., INC.	\$73.48		
Paid Chk#	100649	11/18/2015	CULLIGAN-METRO		
E 640-48500-210	Operating Supplies (GENERAL)		\$118.43	101X28325309	SUPPLIES
	Total	CULLIGAN-METRO	\$118.43		
Paid Chk#	100650	11/18/2015	DAHLHEIMER DISTRIBUTING CO.		
E 640-47000-253	Beer For Resale		\$523.00	1177934	BEER
E 640-48000-253	Beer For Resale		\$715.00	1177935	BEER
E 640-48000-253	Beer For Resale		\$367.00	1177965	BEER
	Total	DAHLHEIMER DISTRIBUTING CO.	\$1,605.00		
Paid Chk#	100651	11/18/2015	DENNYS 5TH AVENUE BAKERY		
E 640-48500-255	FOODIngredients For Resale		\$61.72	581276	FOOD
E 640-48500-255	FOODIngredients For Resale		\$55.60	581520	FOOD
E 640-48500-255	FOODIngredients For Resale		\$43.36	581628	FOOD

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E 640-48500-255	FOODIngredients For Resale	\$62.96	581760	FOOD
E 640-48500-255	FOODIngredients For Resale	\$171.32	582130	FOOD
E 640-48500-255	FOODIngredients For Resale	\$47.89	582194	FOOD
E 640-48500-255	FOODIngredients For Resale	\$52.00	582493	FOOD
E 640-48500-255	FOODIngredients For Resale	\$220.90	582816	FOOD
E 640-48500-255	FOODIngredients For Resale	\$58.78	583166	FOOD
E 640-48500-255	FOODIngredients For Resale	\$102.25	583312	FOOD
Total	DENNYS 5TH AVENUE BAKERY	\$876.78		
Paid Chk#	100652	11/18/2015	DOMACE VINO	
E 640-47000-252	Wine For Resale	\$120.00	10438	WINE
E 640-47000-259	Freight	\$2.00	10438	FREIGHT
E 640-47000-259	Freight	\$2.00	10446	FREIGHT
E 640-47000-252	Wine For Resale	\$288.00	10446	WINE
Total	DOMACE VINO	\$412.00		
Paid Chk#	100653	11/18/2015	G & K SERVICES	
E 640-48500-217	Uniforms	\$156.64	1013378905	UNIFORMS & SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)	\$45.11	1013378905	UNIFORMS & SUPPLIES
E 640-48500-217	Uniforms	\$96.54	1013390343	UNIFORMS & SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)	\$55.14	1013390343	UNIFORMS & SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)	\$50.01	1013390343	UNIFORMS & SUPPLIES
E 640-48500-217	Uniforms	\$127.84	1013410814	UNIFORMS & SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)	\$78.81	1013410814	UNIFORMS & SUPPLIES
E 101-41100-493	Volunteer program	\$130.82	999490	UNIFORMS & SUPPLIES
Total	G & K SERVICES	\$740.91		
Paid Chk#	100654	11/18/2015	GIFTNETWORKS LLC-1	
E 640-47000-210	Operating Supplies (GENERAL)	\$182.40	5541	WINE GLASSES ETCHED
Total	GIFTNETWORKS LLC-1	\$182.40		
Paid Chk#	100655	11/18/2015	GRAPE BEGINNINGS, INC.	
E 640-47000-252	Wine For Resale	\$646.00	188818	WINE
E 640-47000-259	Freight	\$13.50	188818	FREIGHT
Total	GRAPE BEGINNINGS, INC.	\$659.50		
Paid Chk#	100656	11/18/2015	J.H. LARSON COMPANY	
E 640-48000-401	Repairs/Maint Buildings	\$279.94	S101046299.0	PARTS
Total	J.H. LARSON COMPANY	\$279.94		
Paid Chk#	100657	11/18/2015	JJ TAYLOR DISTRIBUTING OF MN	
E 640-47000-253	Beer For Resale	\$77.00	2427755	BEER
E 640-48000-253	Beer For Resale	\$461.00	2437759	BEER
E 640-48000-253	Beer For Resale	\$153.90	2437760	BEER
E 640-48000-253	Beer For Resale	\$714.00	2444643	BEER
E 640-48000-253	Beer For Resale	\$129.90	2444644	BEER
Total	JJ TAYLOR DISTRIBUTING OF MN	\$1,535.80		
Paid Chk#	100658	11/18/2015	JOHNSON BROS.-ST.PAUL	
E 640-47000-259	Freight	\$67.10	5286944	FREIGHT
E 640-47000-251	Liquor For Resale	\$5,561.00	5286944	LIQUOR
E 640-47000-252	Wine For Resale	\$3,584.00	5292472	WINE
E 640-47000-259	Freight	\$57.94	5296249	FREIGHT
E 640-47000-251	Liquor For Resale	\$6,348.35	5296249	LIQUOR
E 640-47000-259	Freight	\$23.18	5296250	FREIGHT
E 640-47000-252	Wine For Resale	\$1,525.30	5296250	WINE
E 640-47000-259	Freight	\$26.84	5296251	FREIGHT
E 640-47000-252	Wine For Resale	\$1,280.00	5296251	WINE

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E 640-47000-251	Liquor For Resale	\$817.00	5296252	LIQUOR
E 640-47000-259	Freight	\$9.76	5296252	FREIGHT
Total JOHNSON BROS.-ST.PAUL		\$19,300.47		
Paid Chk# 100659	11/18/2015	KARLSBURGER FOODS, INC.		
E 640-48500-255	FOODIngredients For Resale	\$334.55	000393090	FOOD
Total KARLSBURGER FOODS, INC.		\$334.55		
Paid Chk# 100660	11/18/2015	KOTTKE, DAVID		
E 640-48000-341	General Promotions	\$300.00	11/25/15	BAR MUSIC 11/25/15
Total KOTTKE, DAVID		\$300.00		
Paid Chk# 100661	11/18/2015	LIBATION PROJECT		
E 640-47000-252	Wine For Resale	\$1,440.00	2171	WINE
E 640-47000-259	Freight	\$16.50	2171	FREIGHT
Total LIBATION PROJECT		\$1,456.50		
Paid Chk# 100662	11/18/2015	LOCHER BROS., INC.		
E 640-48000-253	Beer For Resale	\$195.00	462	BEER
Total LOCHER BROS., INC.		\$195.00		
Paid Chk# 100663	11/18/2015	M.AMUNDSON LLP		
E 640-47000-256	MISC.MDSE.RESALE	\$776.29	205789	CIGARETTES
Total M.AMUNDSON LLP		\$776.29		
Paid Chk# 100664	11/18/2015	MARGRON SKOGLUND WINE IMPORTS		
E 640-47000-252	Wine For Resale	\$300.00	20019008	WINE
E 640-47000-259	Freight	\$6.00	20019008	FREIGHT
tal MARGRON SKOGLUND WINE IMPORTS		\$306.00		
Paid Chk# 100665	11/18/2015	MN DEPT.OF PUBLIC SAFETY		
E 640-47000-433	Dues, Licensing & Seminars	\$10.00	BUYERS CAR	STORE/BAR BUYERS CARD RENEWAL
E 640-48000-433	Dues, Licensing & Seminars	\$10.00	BUYERS CAR	STORE/BAR BUYERS CARD RENEWAL
Total MN DEPT.OF PUBLIC SAFETY		\$20.00		
Paid Chk# 100666	11/18/2015	NETWORK BUSINESS SUPPLIES		
E 640-48500-210	Operating Supplies (GENERAL)	\$336.23	00100645	SUPPLIES
Total NETWORK BUSINESS SUPPLIES		\$336.23		
Paid Chk# 100667	11/18/2015	NEW FRANCE WINE COMPANY		
E 640-47000-259	Freight	\$10.50	104607	FREIGHT
E 640-47000-252	Wine For Resale	\$688.00	104607	WINE
Total NEW FRANCE WINE COMPANY		\$698.50		
Paid Chk# 100668	11/18/2015	NORTHWESTERN FRUIT COMPANY		
E 640-48500-255	FOODIngredients For Resale	(\$45.15)	324145	FOOD
E 640-48500-255	FOODIngredients For Resale	(\$21.40)	324830	FOOD
E 640-48500-255	FOODIngredients For Resale	\$523.15	826098	FOOD
E 640-48000-253	Beer For Resale	\$6.40	826275	BEER
E 640-48500-255	FOODIngredients For Resale	\$233.00	826275	FOOD
E 640-48500-255	FOODIngredients For Resale	(\$12.00)	826275	FOOD
E 640-48000-251	Liquor For Resale	\$26.85	826275	LIQUOR
E 640-48000-251	Liquor For Resale	\$12.65	826421	LIQUOR
E 640-48500-255	FOODIngredients For Resale	\$614.10	826421	FOOD
E 640-48500-255	FOODIngredients For Resale	\$6.80	826499	FOOD
E 640-48000-253	Beer For Resale	\$8.00	826589	BEER
E 640-48500-255	FOODIngredients For Resale	\$288.10	826589	FOOD
E 640-48500-255	FOODIngredients For Resale	\$488.30	826756	FOOD
E 640-48500-255	FOODIngredients For Resale	\$244.35	826920	FOOD

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E 640-48000-253	Beer For Resale	\$23.20	826920	BEER
Total NORTHWESTERN FRUIT COMPANY		\$2,396.35		
Paid Chk# 100669	11/18/2015 PAUSTIS & SONS			
E 640-47000-252	Wine For Resale	\$522.00	8521881	WINE
E 640-47000-259	Freight	\$10.50	8521881	FREIGHT
E 640-47000-259	Freight	\$28.75	8522283	FREIGHT
E 640-47000-252	Wine For Resale	\$2,911.93	8522283	WINE
E 640-48000-252	Wine For Resale	\$444.75	8522366	WINE
E 640-48000-252	Wine For Resale	\$295.75	8523316	WINE
Total PAUSTIS & SONS		\$4,213.68		
Paid Chk# 100670	11/18/2015 PHILLIPS WINES & SPIRITS			
E 640-47000-251	Liquor For Resale	\$1,163.63	2877366	LIQUOR
E 640-47000-259	Freight	\$11.19	2877366	FREIGHT
E 640-47000-252	Wine For Resale	\$1,838.40	2877367	WINE
E 640-47000-259	Freight	\$27.14	2877367	FREIGHT
Total PHILLIPS WINES & SPIRITS		\$3,040.36		
Paid Chk# 100671	11/18/2015 PLUNKETT S PEST CONTROL			
E 640-48000-409	Maint services & Improv	\$82.48	4398616	SERVICE
Total PLUNKETT S PEST CONTROL		\$82.48		
Paid Chk# 100672	11/18/2015 QUALITY SERVICE, INC.			
E 640-48500-404	Repairs/Maint - Machin/Equip	\$231.07	31228	MICROWAVE REPAIRS
E 640-48500-404	Repairs/Maint - Machin/Equip	\$786.97	31229	FOOD WARMER DRAWER REPAIRS
Total QUALITY SERVICE, INC.		\$1,018.04		
Paid Chk# 100673	11/18/2015 SHAMROCK GROUP			
E 640-48000-404	Repairs/Maint - Machin/Equip	\$791.79	1942263-A	BEER TOWER TAP REPAIRS
Total SHAMROCK GROUP		\$791.79		
Paid Chk# 100674	11/18/2015 SOUTHERN WINE & SPIRITS OF MN			
E 640-47000-251	Liquor For Resale	\$815.17	1344414	LIQUOR
E 640-47000-259	Freight	\$6.40	1344414	FREIGHT
E 640-47000-259	Freight	\$3.84	1344415	FREIGHT
E 640-47000-252	Wine For Resale	\$396.00	1344415	WINE
E 640-47000-259	Freight	\$24.53	1344416	FREIGHT
E 640-47000-252	Wine For Resale	\$1,908.00	1344416	WINE
Total SOUTHERN WINE & SPIRITS OF MN		\$3,153.94		
Paid Chk# 100675	11/18/2015 SPENCER JANITORIAL			
E 640-48000-409	Maint services & Improv	\$2,265.33	10363	MONTHLY CLEANING
Total SPENCER JANITORIAL		\$2,265.33		
Paid Chk# 100676	11/18/2015 STRATEGIC EQUIPMENT AND			
E 640-48500-210	Operating Supplies (GENERAL)	\$57.11	2529276	KITCHEN SUPPLIES
E 640-48000-341	General Promotions	\$43.14	2529277	PROMO SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)	\$167.10	2529277	BAR SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)	\$424.70	2529277	KITCHEN SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)	\$725.59	2533372	KITCHEN SUPPLIES
Total STRATEGIC EQUIPMENT AND		\$1,417.64		
Paid Chk# 100677	11/18/2015 SUNBURST CHEMICALS, INC.			
E 640-48500-210	Operating Supplies (GENERAL)	\$536.24	0355059	SUPPLIES
Total SUNBURST CHEMICALS, INC.		\$536.24		
Paid Chk# 100678	11/18/2015 T.D. ANDERSON INC.			
E 640-48000-409	Maint services & Improv	\$115.00	595555	BEER LINES CLEANED

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Total T.D. ANDERSON INC.		\$115.00		
Paid Chk# 100679	11/18/2015	THORPE DISTRIBUTING CO.		
E 640-47000-253	Beer For Resale	\$9.00	925190	BEER
E 640-47000-253	Beer For Resale	\$244.50	927904	BEER
E 640-47000-253	Beer For Resale	\$694.50	929349	BEER
E 640-48000-253	Beer For Resale	(\$5.00)	929350	BEER
E 640-47000-253	Beer For Resale	\$144.60	929394	BEER
E 640-47000-253	Beer For Resale	\$823.25	929395	BEER
E 640-47000-253	Beer For Resale	\$151.35	929510	BEER
E 640-48000-253	Beer For Resale	\$1,334.40	988511	BEER
Total THORPE DISTRIBUTING CO.		\$3,396.60		
Paid Chk# 100680	11/18/2015	TOLL GAS & WELDING SUPPLY		
E 640-48000-210	Operating Supplies (GENERAL)	\$87.82	10105366	SUPPLIES
Total TOLL GAS & WELDING SUPPLY		\$87.82		
Paid Chk# 100681	11/18/2015	ULTRA-CHEM IN.C		
E 640-48500-210	Operating Supplies (GENERAL)	\$623.69	1149084	SUPPLIES
Total ULTRA-CHEM IN.C		\$623.69		
Paid Chk# 100682	11/18/2015	US FOODS		
E 640-48000-342	Promotions - Food/Drinks	\$24.54	3552744	PROMO FOOD
E 640-48000-251	Liquor For Resale	\$53.18	3552744	LIQUOR
E 640-48500-255	FOODIngredients For Resale	\$1,514.63	3552744	FOOD
E 640-48500-255	FOODIngredients For Resale	\$2,839.81	3598077	FOOD
E 640-48500-255	FOODIngredients For Resale	(\$14.35)	3643349	FOOD
E 640-48500-255	FOODIngredients For Resale	\$3,766.64	3643349	FOOD
E 640-48000-251	Liquor For Resale	\$80.70	3643349	LIQUOR
E 640-48000-342	Promotions - Food/Drinks	\$23.72	3643349	PROMO FOOD
E 640-48500-210	Operating Supplies (GENERAL)	\$46.64	3643349	KITCHEN SUPPLIES
E 640-48500-255	FOODIngredients For Resale	\$309.58	3648436	FOOD
E 640-48000-342	Promotions - Food/Drinks	\$38.43	3679479	PROMO FOOD
E 640-48500-210	Operating Supplies (GENERAL)	\$35.67	3679479	KITCHEN SUPPLIES
E 640-48500-255	FOODIngredients For Resale	\$2,727.22	3679479	FOOD
E 640-48000-251	Liquor For Resale	\$12.50	3679479	LIQUOR
E 640-48500-255	FOODIngredients For Resale	(\$105.63)	3723641	FOOD
E 640-48000-341	General Promotions	\$24.71	3723641	PROMO SUPPLIES
E 640-48000-342	Promotions - Food/Drinks	\$25.23	3723641	PROMO FOOD
E 640-48500-210	Operating Supplies (GENERAL)	\$81.82	3723641	KITCHEN SUPPLIES
E 640-48500-255	FOODIngredients For Resale	\$2,288.49	3723641	FOOD
E 640-48500-255	FOODIngredients For Resale	\$23.53	3740141	FOOD
E 640-48500-255	FOODIngredients For Resale	\$5,085.76	3772356	FOOD
E 640-48500-255	FOODIngredients For Resale	\$92.67	3778005	FOOD
E 640-48000-251	Liquor For Resale	\$64.07	3809081	LIQUOR
E 640-48500-210	Operating Supplies (GENERAL)	\$15.20	3809081	KITCHEN SUPPLIES
E 640-48000-342	Promotions - Food/Drinks	\$36.34	3809081	PROMO FOOD
E 640-48500-255	FOODIngredients For Resale	\$3,286.82	3809081	FOOD
E 101-41100-493	Volunteer program	\$709.46	3809081	VOLUNTEER DINNER
Total US FOODS		\$23,087.38		
Paid Chk# 100683	11/18/2015	VINOCOPIA		
E 640-47000-251	Liquor For Resale	\$1,361.80	0137042	LIQUOR
E 640-47000-259	Freight	\$12.00	0137042	FREIGHT
E 640-47000-259	Freight	\$7.50	0137043	FREIGHT
E 640-47000-252	Wine For Resale	\$352.00	0137043	LIQUOR
Total VINOCOPIA		\$1,733.30		

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Paid Chk# 100684	11/18/2015	WINE COMPANY			
E 640-47000-259	Freight		\$16.50	408674	FREIGHT
E 640-47000-252	Wine For Resale		\$1,404.00	408674	WINE
E 640-47000-252	Wine For Resale		\$256.00	408850	WINE
	Total WINE COMPANY		\$1,676.50		
Paid Chk# 100685	11/18/2015	WINE MERCHANT			
E 640-47000-259	Freight		\$4.88	7053807	FREIGHT
E 640-47000-252	Wine For Resale		\$192.00	7053807	WINE
E 640-48000-252	Wine For Resale		\$607.32	7054261	WINE
E 640-47000-259	Freight		\$24.40	7054296	FREIGHT
E 640-47000-252	Wine For Resale		\$6,152.00	7054296	WINE
E 640-47000-252	Wine For Resale		\$777.00	7054538	WINE
E 640-47000-259	Freight		\$7.42	7054538	FREIGHT
E 640-48000-252	Wine For Resale		\$230.44	7055039	WINE
	Total WINE MERCHANT		\$7,995.46		
Paid Chk# 100686	11/18/2015	WIRTZ BEVERAGE MN BEER			
E 640-48000-253	Beer For Resale		\$302.00	1090487217	BEER
E 640-47000-253	Beer For Resale		\$1,603.60	1090487284	BEER
E 640-48000-253	Beer For Resale		\$272.00	1090489959	BEER
	Total WIRTZ BEVERAGE MN BEER		\$2,177.60		
Paid Chk# 100687	11/18/2015	WIRTZ BEVERAGE MN WINE & SPIRI			
E 640-47000-259	Freight		\$49.30	1080392279	FREIGHT
E 640-47000-251	Liquor For Resale		\$6,734.35	1080392279	LIQUOR
E 640-47000-252	Wine For Resale		\$1,567.50	1080393334	WINE
E 640-47000-259	Freight		\$10.15	1080393334	FREIGHT
E 640-47000-259	Freight		\$26.10	1080393335	FREIGHT
E 640-47000-251	Liquor For Resale		\$3,003.05	1080393335	LIQUOR
E 640-47000-251	Liquor For Resale		(\$161.04)	2080111838	LIQUOR
	Total WIRTZ BEVERAGE MN WINE & SPIRI		\$11,229.41		
Paid Chk# 100688	11/24/2015	ALLEGRA PRINT & IMAGING			
E 233-40000-499	Miscellaneous		\$640.00	113358	BEACH PARKING STICKERS
	Total ALLEGRA PRINT & IMAGING		\$640.00		
Paid Chk# 100689	11/24/2015	ALLOY CASTINGS CO. INC.			
E 101-42200-499	Miscellaneous		\$713.18	11350	FD LIGHTS
	Total ALLOY CASTINGS CO. INC.		\$713.18		
Paid Chk# 100690	11/24/2015	ALLSTAR CONSTRUCTION INC			
R 101-00000-32210	Building Permits		\$1,320.75	PERMIT REFU	BUILDING PERMIT REFUND
G 101-20813	Surcharge Payable		\$91.12	PERMIT REFU	BUILDING PERMIT REFUND
	Total ALLSTAR CONSTRUCTION INC		\$1,411.87		
Paid Chk# 100691	11/24/2015	AMERICAN OFFICE PRODUCTS			
E 101-42100-200	Office Supplies (GENERAL)		\$32.04	2487	PD SUPPLIES
	Total AMERICAN OFFICE PRODUCTS		\$32.04		
Paid Chk# 100692	11/24/2015	ANCHOR BANK-CARDMEMBER SERV.			
E 640-47000-340	Advertising		\$1,558.13		STORE ADS
E 640-48000-499	Miscellaneous		\$89.00		BAR EMP.ADS
E 408-40000-520	Buildings and Structures		\$229.99		PW GATE REPAIRS
E 101-43100-404	Repairs/Maint - Machin/Equip		\$7.51		DAVE'S VEHICLE MAINT.
E 408-40000-520	Buildings and Structures		\$773.19		EMERG.GEN.INSULATOR
E 101-41500-331	Mileage & Expense Account		\$197.00		MTG.MEALS
E 101-45203-220	Repair/Maint Supply (GENERAL)		\$440.40		HOLIDAY LITES

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E 101-41500-433	Dues, Licensing & Seminars		\$90.00		HEIDI CONF.REG.
E 235-40000-433	Dues, Licensing & Seminars		\$90.00		KRISTIN CONF. REG.
E 101-41500-200	Office Supplies (GENERAL)		\$18.80		SUPPLIES
E 101-41100-493	Volunteer program		\$134.96		VOLUNTEER DINNER SUPPLIES
E 233-40000-499	Miscellaneous		\$278.67		LAKE EFFECT OPEN HOUSE MATERIAL
E 101-41500-499	Miscellaneous		\$50.88		PHOTO CONTEST MATERIAL
total	ANCHOR BANK-CARDMEMBER SERV.		\$3,958.53		
Paid Chk#	100693	11/24/2015	ASSOC.OF MN BUILDING OFFICIALS		
E 101-42400-433	Dues, Licensing & Seminars		\$100.00	2016 DUES	2016 DUES
Total	ASSOC.OF MN BUILDING OFFICIALS		\$100.00		
Paid Chk#	100694	11/24/2015	BANK OF AMERICA		
E 101-42200-499	Miscellaneous		\$215.22		MISC.FD EXP.
E 101-42200-331	Mileage & Expense Account		\$1,027.62		CONF.EXP.
E 101-42200-433	Dues, Licensing & Seminars		\$259.00		CONF.REGISTRATION
E 101-42200-212	Motor Fuels		\$54.51		FUEL
Total	BANK OF AMERICA		\$1,556.35		
Paid Chk#	100695	11/24/2015	BANYON DATA SYSTEMS		
E 610-40000-433	Dues, Licensing & Seminars		\$397.50	00153551	UTILITY BILLING SUPPORT
E 620-40000-433	Dues, Licensing & Seminars		\$397.50	00153551	UTILITY BILLING SUPPORT
Total	BANYON DATA SYSTEMS		\$795.00		
Paid Chk#	100696	11/24/2015	BEST & FLANAGAN		
E 101-41500-304	Legal Fees		\$262.50	455102	DATA PRACTICE REQUESTS
E 101-41500-304	Legal Fees		\$1,875.00	455103	PLANNING COMM.MTGS.
E 101-41500-304	Legal Fees		\$487.50	455106	LIQUOR LICENSES
E 101-41500-304	Legal Fees		\$37.50	455109	315 LAKE STREET
E 101-41500-304	Legal Fees		\$262.50	455112	143 HUNTINGTON
E 407-40000-304	Legal Fees		\$75.00	455116	CELL TOWER
G 101-20310	Escrow		\$187.50	455117	BOATWORKS/BREW WORKS ESCROW PROJECT
E 101-41500-304	Legal Fees		\$150.00	455118	ANCHOR BANK
E 101-41500-304	Legal Fees		\$375.00	455119	700 LAKE STREET
E 101-41500-304	Legal Fees		\$37.50	455120	165/213 CENTRAL
E 101-41500-304	Legal Fees		\$300.00	455122	1405/1407 HOLDRIDGE TERRACE
G 101-20310	Escrow		\$112.50	455123	133 RIDGEVIEW DRIVE ESCROW PROJECT
E 101-42400-304	Legal Fees		\$187.50	455124	KADEE VS DIETRICH
E 430-40000-304	Legal Fees		\$525.00	455125	440 FERNDAL RD ISSUE
E 101-42400-304	Legal Fees		\$1,192.50	455126	BLDG.PERMITS/CODE ENFORCEMENT
G 101-20310	Escrow		\$600.00	455127	240 MANITOBA ESCROW PROJECT
G 101-20310	Escrow		\$150.00	455128	1607/1613 HOLDRIDGE TERRACE SUBDIVISION ESCROW PROJECT
E 101-41500-304	Legal Fees		\$6,573.50	455131	ORDINANCES
Total	BEST & FLANAGAN		\$13,391.00		
Paid Chk#	100697	11/24/2015	BETH, GERALD O		
E 640-48000-341	General Promotions		\$175.00	12/1/15	BAR MUSIC 12/1/15
Total	BETH, GERALD O		\$175.00		
Paid Chk#	100698	11/24/2015	BIFFS, INC.		
E 101-45200-415	Other Equipment Rentals		\$62.50	W581422	PARKS SERVICE
Total	BIFFS, INC.		\$62.50		
Paid Chk#	100699	11/24/2015	BLOOMQUIST, RICK		
E 640-48000-341	General Promotions		\$300.00	12/2/15	BAR MUSIC 12/2/15
Total	BLOOMQUIST, RICK		\$300.00		
Paid Chk#	100700	11/24/2015	BROYLES, PAT		

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			Check Amt	Invoice	Comment
E 101-41100-493	Volunteer program		\$56.19	REIMB.	PULL IT DAY EXPENSES
	Total BROYLES, PAT		\$56.19		
Paid Chk# 100701	11/24/2015	CARQUEST OF WAYZATA			
E 101-43100-220	Repair/Maint Supply (GENERAL)		(\$7.31)	2117170	PARTS
E 620-40000-210	Operating Supplies (GENERAL)		\$0.63	6973-259416	PARTS
E 101-43100-220	Repair/Maint Supply (GENERAL)		\$15.83	6973-266864	PARTS
	Total CARQUEST OF WAYZATA		\$9.15		
Paid Chk# 100702	11/24/2015	WSB & ASSOCIATES			
E 430-40000-302	Consultants		\$266.00	01204-391-7	2015 STREET IMPROVEMENTS
	Total WSB & ASSOCIATES		\$266.00		
Paid Chk# 100703	11/24/2015	WEST IRRIGATION SERVICES			
E 430-40000-309	Contractual Services		\$1,635.00	5-NOV	FERNDAL RD IRRIGATION REPAIRS
	Total WEST IRRIGATION SERVICES		\$1,635.00		
Paid Chk# 100704	11/24/2015	VAN PAPER COMPANY			
E 101-41500-499	Miscellaneous		\$128.59	368528-00	COFFEE CUPS W/LIDS
	Total VAN PAPER COMPANY		\$128.59		
Paid Chk# 100705	11/24/2015	UNIFORMS UNLIMITED			
E 101-42100-217	Uniforms		\$61.98	7327-2	PD UNIFORMS
	Total UNIFORMS UNLIMITED		\$61.98		
Paid Chk# 100706	11/24/2015	TRI-CITY			
E 610-40000-309	Contractual Services		\$52.50	10/1-10/31/15	WATER ANALYSIS
	Total TRI-CITY		\$52.50		
Paid Chk# 100707	11/24/2015	TIME SAVER			
E 101-41100-302	Consultants		\$783.00	M21746	MTG.MINUTES
	Total TIME SAVER		\$783.00		
Paid Chk# 100708	11/24/2015	SYSCO MINNESOTA			
E 101-41100-331	Mileage & Expense Account		\$147.15	511111158	MTG.BEVERAGES
	Total SYSCO MINNESOTA		\$147.15		
Paid Chk# 100709	11/24/2015	SW NEWS MEDIA			
E 101-41500-350	Printing & Publishing		\$38.00	1828905	LEGAL NOTICES
E 101-41500-350	Printing & Publishing		\$33.25	1828906	LEGAL NOTICES
	Total SW NEWS MEDIA		\$71.25		
Paid Chk# 100710	11/24/2015	STAPLES BUSINESS SUPPLIES			
E 101-41500-200	Office Supplies (GENERAL)		\$54.87	3283355683	SUPPLIES
	Total STAPLES BUSINESS SUPPLIES		\$54.87		
Paid Chk# 100711	11/24/2015	SRF CONSULTING GROUP, INC.			
E 408-40000-302	Consultants		\$14,644.74	08758.00-7	PEAVEY BRIDGE
E 401-40000-309	Contractual Services		\$1,164.31	08866.00-6	DOWNTOWN PARKING
	Total SRF CONSULTING GROUP, INC.		\$15,809.05		
Paid Chk# 100712	11/24/2015	SOUTHVIEW DESIGN			
E 430-40000-309	Contractual Services		\$1,350.00	38790	SCHMIDT DRIVEWAY REPAIRS
E 430-40000-309	Contractual Services		\$2,481.21	38791	SCHMIDT DRIVEWAY REPAIRS
	Total SOUTHVIEW DESIGN		\$3,831.21		
Paid Chk# 100713	11/24/2015	SHORT ELLIOTT HENDRICKSON INC.			
E 407-40000-303	Engineering Fees		\$14,225.00	306665	TELECOM TOWER STUDY
	Total SHORT ELLIOTT HENDRICKSON INC.		\$14,225.00		

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Paid Chk# 100714	11/24/2015	SAM S CLUB		
E 101-42200-210	Operating Supplies (GENERAL)	\$18.15		FD SUPPLIES
	Total SAM S CLUB	\$18.15		
Paid Chk# 100715	11/24/2015	RISVOLD, MICHAEL		
E 101-42100-217	Uniforms	\$43.70	REIMB.	UNIFORM
E 101-42100-331	Mileage & Expense Account	\$69.63	REIMB.	DEPT.MTG.MEALS
E 101-42100-331	Mileage & Expense Account	\$9.00	REIMB.	PARKING
	Total RISVOLD, MICHAEL	\$122.33		
Paid Chk# 100716	11/24/2015	POPP TELECOM		
E 101-41940-321	Telephone	\$304.07		SERVICE
E 640-48000-321	Telephone	\$100.00		SERVICE
E 620-40000-323	Radio Units	\$32.69		SERVICE
E 610-40000-323	Radio Units	\$89.55		SERVICE
E 640-47000-321	Telephone	\$100.00		SERVICE
	Total POPP TELECOM	\$626.31		
Paid Chk# 100717	11/24/2015	PLEHAL BLACKTOPPING INC		
E 101-42400-499	Miscellaneous	\$275.00	25246	401 FERNDAL RD ROW REPAIR
	Total PLEHAL BLACKTOPPING INC	\$275.00		
Paid Chk# 100718	11/24/2015	OFFICE DEPOT		
E 101-41500-200	Office Supplies (GENERAL)	\$16.49	804149552001	SUPPLIES
E 101-41500-200	Office Supplies (GENERAL)	\$310.92	804149665001	SUPPLIES
E 101-41100-210	Operating Supplies (GENERAL)	\$175.50	804444921001	SUPPLIES
E 101-41500-200	Office Supplies (GENERAL)	\$20.98	804444921001	SUPPLIES
E 101-42100-200	Office Supplies (GENERAL)	\$51.99	804444921001	SUPPLIES
	Total OFFICE DEPOT	\$575.88		
Paid Chk# 100719	11/24/2015	NORTHERN TOOL & EQUIPMENT		
E 408-40000-520	Buildings and Structures	\$159.98	4062021475	HEATERS FOR BATH HOUSE
	Total NORTHERN TOOL & EQUIPMENT	\$159.98		
Paid Chk# 100720	11/24/2015	NAPA AUTO PARTS-WATERTOWN		
E 101-43100-220	Repair/Maint Supply (GENERAL)	\$57.56	447574	PARTS
	Total NAPA AUTO PARTS-WATERTOWN	\$57.56		
Paid Chk# 100721	11/24/2015	MUNICIPAL CLERKS & FINANCE		
E 101-41500-433	Dues, Licensing & Seminars	\$30.00		REGISTRATIO SEMINAR REGISTRATION
	Total MUNICIPAL CLERKS & FINANCE	\$30.00		
Paid Chk# 100722	11/24/2015	MORRIE S MINNETONKA FORD		
E 101-43100-220	Repair/Maint Supply (GENERAL)	\$34.46	537025	OIL
	Total MORRIE S MINNETONKA FORD	\$34.46		
Paid Chk# 100723	11/24/2015	MNFIAM BOOK SALES		
E 101-42200-434	Training and schools	\$30.31	2152	FD TRAINING BOOKS
	Total MNFIAM BOOK SALES	\$30.31		
Paid Chk# 100724	11/24/2015	MN POLICE & PEACE OFFICERS		
E 101-42100-433	Dues, Licensing & Seminars	\$96.00	16-144	DUES
	Total MN POLICE & PEACE OFFICERS	\$96.00		
Paid Chk# 100725	11/24/2015	MN NATIVE LANDSCAPES		
E 670-40000-409	Maint services & Improv	\$1,945.00	12863	WETLAND BANK
	Total MN NATIVE LANDSCAPES	\$1,945.00		
Paid Chk# 100726	11/24/2015	MN DEPT.OF TRANSPORTATION		

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E 408-40000-499	Miscellaneous	\$211,279.20	2012-0057	CONVEYANCE #2012-0057
Total	MN DEPT.OF TRANSPORTATION	\$211,279.20		
Paid Chk#	100727	11/24/2015	MN DEPT.OF LABOR & INDUSTRY	
E 101-42200-210	Operating Supplies (GENERAL)	\$10.00	ABR0128566I	FD BOILER LICENSE
Total	MN DEPT.OF LABOR & INDUSTRY	\$10.00		
Paid Chk#	100728	11/24/2015	MN DEPT.OF AGRICULTURE	
E 101-45200-433	Dues, Licensing & Seminars	\$25.00	TREE CARE A	ANNUAL TREE CARE LICENSE RENEWAL
Total	MN DEPT.OF AGRICULTURE	\$25.00		
Paid Chk#	100729	11/24/2015	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#	100730	11/24/2015	MN CHIEFS OF POLICE ASSOC.	
E 101-42100-434	Training and schools	\$75.00	DAN LEE	PD TRAINING
Total	MN CHIEFS OF POLICE ASSOC.	\$75.00		
Paid Chk#	100731	11/24/2015	MINNETONKA AQUATICS	
E 101-45200-312	Rec Program Fee/Sr. Serv	\$19,408.34	2015	LIFEGUARD SERVICES-2015
Total	MINNETONKA AQUATICS	\$19,408.34		
Paid Chk#	100732	11/24/2015	METRO ELEVATOR, INC.	
E 101-41940-404	Repairs/Maint - Machin/Equip	\$320.00	45570	ELEVATOR MAINT.
Total	METRO ELEVATOR, INC.	\$320.00		
Paid Chk#	100733	11/24/2015	MEDIACOM	
E 101-41940-321	Telephone	\$309.95		SERVICE
Total	MEDIACOM	\$309.95		
Paid Chk#	100734	11/24/2015	MED COMPASS	
E 101-42200-306	Personnel Expense	\$80.00	28239	FD EXAMS
Total	MED COMPASS	\$80.00		
Paid Chk#	100735	11/24/2015	MARCO	
E 101-43100-499	Miscellaneous	\$268.67	INV2953385	PW COPIER CONTRACT USAGE
E 620-40000-499	Miscellaneous	\$268.68	INV2953385	PW COPIER CONTRACT USAGE
E 610-40000-499	Miscellaneous	\$268.68	INV2953385	PW COPIER CONTRACT USAGE
E 101-45200-499	Miscellaneous	\$268.68	INV2953385	PW COPIER CONTRACT USAGE
E 101-41500-200	Office Supplies (GENERAL)	\$572.54	INV2963630	TONER
Total	MARCO	\$1,647.25		
Paid Chk#	100736	11/24/2015	MANSFIELD OIL COMPANY	
E 101-49200-212	Motor Fuels	\$2,162.90	949372	FUEL
Total	MANSFIELD OIL COMPANY	\$2,162.90		
Paid Chk#	100737	11/24/2015	MAINLINE TRANSPORTATION	
E 101-42200-499	Miscellaneous	\$195.50	1533	FD REPAIRS
Total	MAINLINE TRANSPORTATION	\$195.50		
Paid Chk#	100738	11/24/2015	LOFFLER COMPANIES, INC.	
E 409-40000-540	Equipment	\$618.00	2112329	HARD DRIVES
Total	LOFFLER COMPANIES, INC.	\$618.00		
Paid Chk#	100739	11/24/2015	LMCD	
E 233-40000-437	Payments to Organizations	\$10,053.75	4TH QTR.2015	4TH QTR.2015 LEVY
Total	LMCD	\$10,053.75		

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Paid Chk# 100740	11/24/2015	LAW ENFORCEMENT LABOR SERVICES			
G 101-21707	Police union dues		\$423.00	NOV.2015	PD DUES - NOV.2015
al	LAW ENFORCEMENT LABOR SERVICES		\$423.00		
Paid Chk# 100741	11/24/2015	LANO EQUIPMENT, INC.			
E 101-45200-221	Equipment Parts		\$27.43	03-340762	PARTS
	Total LANO EQUIPMENT, INC.		\$27.43		
Paid Chk# 100742	11/24/2015	LAMBERT, JEFFREY W.			
E 101-42120-304	Legal Fees		\$2,819.00	11/23/15	LEGAL SERVICES
	Total LAMBERT, JEFFREY W.		\$2,819.00		
Paid Chk# 100743	11/24/2015	KLAPPRICH, KURT			
E 101-45200-331	Mileage & Expense Account		\$38.00	REIMB.	MEALS
E 101-41100-493	Volunteer program		\$19.95	REIMB.	BOTTLED WATER - PULL IT EVENT
	Total KLAPPRICH, KURT		\$57.95		
Paid Chk# 100744	11/24/2015	INDOOR BOAT STORAGE, INC.			
E 101-42200-404	Repairs/Maint - Machin/Equip		\$395.02	43811	FD BOAT STORAGE
	Total INDOOR BOAT STORAGE, INC.		\$395.02		
Paid Chk# 100745	11/24/2015	HERC-U-LIFT			
E 101-45200-415	Other Equipment Rentals		\$1,051.70	R033302-1	PARKS DEPT. - LIFT
	Total HERC-U-LIFT		\$1,051.70		
Paid Chk# 100746	11/24/2015	HENNEPIN COUNTY PUBLIC RECORDS			
E 101-41500-304	Legal Fees		\$48.00	562-1300987	PROPERTY SEARCH
	tal HENNEPIN COUNTY PUBLIC RECORDS		\$48.00		
Paid Chk# 100747	11/24/2015	HENN.CNTY.INFO.TECH.DEPT.			
E 101-42200-323	Radio Units		\$962.58	10000066690	FD RADIO CONNECTION
E 101-42100-323	Radio Units		\$1,597.48	10000066691	PD RADIO CONNECTION
	Total HENN.CNTY.INFO.TECH.DEPT.		\$2,560.06		
Paid Chk# 100748	11/24/2015	HARVEST HOME			
E 101-41100-493	Volunteer program		\$252.50	1133	VOLUNTEER CENTERPIECES
	Total HARVEST HOME		\$252.50		
Paid Chk# 100749	11/24/2015	FLOYD TOTAL SECURITY			
E 101-41940-401	Repairs/Maint Buildings		\$465.66	1098449	CITY HALL OFFICE DOOR LOCKS
E 408-40000-520	Buildings and Structures		\$410.00	1098782	BATH HOUSE LOCKS & HANDLES
	Total FLOYD TOTAL SECURITY		\$875.66		
Paid Chk# 100750	11/24/2015	FIRSTLAB			
E 101-41500-306	Personnel Expense		\$85.90	FL00133638	DOT DRUG TESTING
	Total FIRSTLAB		\$85.90		
Paid Chk# 100751	11/24/2015	FASTENAL			
E 101-43100-210	Operating Supplies (GENERAL)		\$132.30	MNPLY80786	PARTS
E 101-45200-221	Equipment Parts		\$51.33	MNPLY80858	PARTS
	Total FASTENAL		\$183.63		
Paid Chk# 100752	11/24/2015	EMERGENCY RESPONSE SOLUTIONS			
E 101-42200-210	Operating Supplies (GENERAL)		\$329.63	5107	FD SUPPLIES
	otal EMERGENCY RESPONSE SOLUTIONS		\$329.63		
Paid Chk# 100753	11/24/2015	ELECTRIC PUMP, INC.			
E 620-40000-225	Repair & Maint - System		\$921.37	0056557	LIFTSTATION CONTROLLERS

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Total ELECTRIC PUMP, INC.			\$921.37		
Paid Chk# 100754	11/24/2015	EHLERS			
E 401-40000-309	Contractual Services		\$2,467.50	69048	DOWNTOWN PARKING
Total EHLERS			\$2,467.50		
Paid Chk# 100755	11/24/2015	ECM PUBLISHERS, INC.			
E 101-45200-499	Miscellaneous		\$183.00	275100	PARKS EMPL.AD
Total ECM PUBLISHERS, INC.			\$183.00		
Paid Chk# 100756	11/24/2015	DORSEY & WHITNEY LLP			
E 401-40000-304	Legal Fees		\$8,333.55	3238848	DOWNTOWN PARKING
Total DORSEY & WHITNEY LLP			\$8,333.55		
Paid Chk# 100757	11/24/2015	DONAHUE MECHANICAL INC			
R 101-00000-32222	Heating Permits		\$160.00	PERMIT REFU HTG. PERMIT REFUND	
Total DONAHUE MECHANICAL INC			\$160.00		
Paid Chk# 100758	11/24/2015	DELTA DENTAL OF MINNESOTA			
G 101-21717	Dental Insurance		\$1,681.80	6262000	DENTAL INS.
Total DELTA DENTAL OF MINNESOTA			\$1,681.80		
Paid Chk# 100759	11/24/2015	CULLIGAN-BOTTLED WATER			
E 101-41500-499	Miscellaneous		\$78.87	1925286	SERVICE
Total CULLIGAN-BOTTLED WATER			\$78.87		
Paid Chk# 100760	11/24/2015	CREATE CONSTRUCTION			
E 408-40000-309	Contractual Services		\$7,564.81	7	SIDEWALK REPLACEMENT
Total CREATE CONSTRUCTION			\$7,564.81		
Paid Chk# 100761	11/24/2015	COUNTRY CUPBOARD			
E 101-41100-493	Volunteer program		\$255.00	11/19/15	VOLUNTEER DINNER
Total COUNTRY CUPBOARD			\$255.00		
Paid Chk# 100762	11/24/2015	CLASSIC CLEANING COMPANY			
E 101-41940-409	Maint services & Improv		\$125.00	23030	MONTHLY CLEANING
Total CLASSIC CLEANING COMPANY			\$125.00		
Paid Chk# 100763	11/24/2015	CLASSEY, KRISTIN			
E 235-40000-331	Mileage & Expense Account		\$103.00	MILEAGE	MILEAGE REIMB.
Total CLASSEY, KRISTIN			\$103.00		
Paid Chk# 100764	11/24/2015	CLAREY S SAFETY EQUIPMENT			
E 101-42200-241	Safety equip/testings		\$2,080.00	163754	FD EQUIPMENT
Total CLAREY S SAFETY EQUIPMENT			\$2,080.00		
Paid Chk# 100765	11/24/2015	CITY WIDE INSULATION			
E 408-40000-520	Buildings and Structures		\$3,496.00	126355	BATH HOUSE INSULATED
Total CITY WIDE INSULATION			\$3,496.00		
Paid Chk# 100766	11/24/2015	CITY VIEW PLUMBING & HEATING			
E 430-40000-499	Miscellaneous		\$153.45	43737	240 BUSHAWAY RD PLBG.REPAIRS
Total CITY VIEW PLUMBING & HEATING			\$153.45		
10100 Anchor Bank			\$453,575.67		

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Fund Summary**10100 Anchor Bank**

101 GENERAL FUND	\$58,760.81
233 LAKFRONT IMPROVE	\$10,972.42
235 CABLE TV	\$193.00
401 PERM IMPROVEMENT	\$11,965.36
407 CELL TOWER	\$14,300.00
408 GENERAL CIP	\$238,557.91
409 EQUIP REVOLVING	\$618.00
430 STREET CIP	\$6,410.66
610 WATER FUND	\$808.23
620 SEWER FUND	\$1,620.87
640 LIQUOR	\$107,423.41
670 STORMWATER	\$1,945.00
	\$453,575.67

12/1/2015

THE FOLLOWING 2016 MUNICIPAL LICENSES
WERE APPROVED ADMINISTRATIVELY

2016 Car Wash License	
Wayzata Bay Car Wash	143 Lake Street East
2016 Food License	
Ben & Jerrys	539 Lake Street East
District Fresh Kitchen & Bar	300 Superior Boulevard
Lunds & Byerlys Kitchen	250 Superior Boulevard
Meridian Manor	163 Wayzata Boulevard West
Noodles & Company	1179 Wayzata Boulevard East
Sakana Sushi	683 Lake Street East
St Bartholomew Catholic Church	630 Wayzata Boulevard East
St Bartholomew Catholic School	630 Wayzata Boulevard East
Sushi Fix	802 Lake Street East
Unitarian Universalist Church of Minnetonka	605 Rice Street East
Wayzata Bar & Grill	747 Mill Street
Wayzata Community Church	125 Wayzata Boulevard East
Wayzata School District - Culinary Express	149 Barry Avenue North
2016 Food Vehicle License	
Lunds & Byerlys Kitchen	250 Superior Boulevard
2016 Gasoline Filling Station License	
T & T Boatworks Marina	294 Grove Lane East
Wayzata Bay Car Wash	143 Lake Street East
2016 Gas Fitters License	
Air Mechanical	Ham Lake, MN
Bonfe's Plumbing, Heating & Air Service	St Paul, MN
Fireside Hearth & Home	Lakeville, MN
Glowing Hearth & Home	Jordan, MN
2016 Lodging License	

Meridian Manor	163 Wayzata Boulevard West
Special Event/Itinerant Food License Wayzata Girls Basketball Classic Tournament - 1/9 & 1/10/16	
Wayzata Girls Basketball Association	149 Barry Avenue North
2016 Tree Removal & Treatment License	
Davey Tree Expert Company	Kent, OH
S & S Tree and Horticultural Specialists	South St Paul, MN
Shorewood Tree Service	Watertown, MN

2016 MUNICIPAL LICENSES
FOR CITY COUNCIL APPROVAL ON 12/01/2015
(Recommended for approval, pending staff review for completeness of application materials.)

2016 Kennel License	
Sara Mingo Residence	535 Wayzata Boulevard East
Todd Pearson/Melinda Greer	16104 Holdridge Road West



WAYZATA POLICE DEPARTMENT

Proudly Serving Wayzata and Long Lake

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

To: Heidi Nelson

From: CSO Haapoja

Date: November 20th, 2015

Re: Dog Kennel License Renewal

The Wayzata Police Department received a Kennel License Application from Sara Mingo. This application is for a renewal of a current license.

Mingo has 5 dogs, all of which are currently licensed in the City of Wayzata. Per city ordinance an inspection of the home and yard was completed November 16th, 2015. The interior of the home was found to be clean and sanitary and food and water was accessible to the dogs. The yard was clean and free of hazards. I have no areas of concern for approving the application.

There are no previous calls regarding any animals at the residence on file.

WAYZATA RESIDENTIAL KENNEL LICENSE APPLICATION

License period January 1, 2016 to December 31, 2016

APPLICANT NAME: Sara Mingo Date of Birth 05-21-1977
APPLICANT HOME ADDRESS: 535 E. Wayzata Blvd, Wayzata MN 55391
HOME TELEPHONE: 952 253 0222 ALTERNATE PHONE: 952 257 0222

KENNEL LICENSE FEE FOR 2016 - \$66.00

Wayzata City Code requires that "No person shall own, harbor, keep or have custody of three or more dogs over six months of age on their property without first having secured a kennel license."

Please provide the following information:

Purpose for three or more dogs: pets

Will dogs primarily be kept indoors or outdoors? indoors

Will dogs have outdoor shelter and access to drinking water and food? Please describe:

Please provide the following information on each dog:

Dog #1:

Dog Name: Joey Breed Italian greyhound

Color: blue Age: 11 ☒ Male or Female (circle one)

Date of Rabies Vaccination 6-3-14 34r Wayzata Dog License # _____

Name of Veterinary Clinic and Telephone Number Wayzata Pet Hosp

Dog #2:

Dog Name: Karma Breed pit mix
Color: brindle Age: 5 Male or Female (circle one)
Date of Rabies Vaccination 5-14-15 3yr Wayzata Dog License # _____
Name of Veterinary Clinic and Telephone Number Wayzata Pet Hosp

Dog #3:

Dog Name: Grace Breed great dane mix
Color: Fawn Age: 4 Male or Female (circle one)
Date of Rabies Vaccination 11-6-14 3yr Wayzata Dog License # _____
Name of Veterinary Clinic and Telephone Number Wayzata Pet Hosp

Dog #4:

Dog Name: Grady Breed Am Staff
Color: Caramel Age: 5 Male or Female (circle one)
Date of Rabies Vaccination 11-5-15 3yr Wayzata Dog License # _____
Name of Veterinary Clinic and Telephone Number Wayzata Pet Hosp

(If there are additional dogs to be included in this application, please provide same information on a separate sheet of paper.)

X Signature of Applicant [Signature] Date 11-10-15

Dog name: Fate Breed: Am Staff 34r
Color: Caramel Age: 5 Date of Rabies: 11-5-15
name of vet wayzata Pet Hosp



WAYZATA POLICE DEPARTMENT

Proudly Serving Wayzata and Long Lake

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

To: Heidi Nelson

From: CSO Haapoja

Date: November 20th, 2015

Re: Dog Kennel License Renewal

The Wayzata Police Department received a Kennel License Application from Melinda Greer. This application is for a renewal of a current license.

Greer has 5 dogs, all of which are currently licensed in the City of Wayzata. Per city ordinance an inspection of the home and yard was completed on November 19th, 2015. The interior of the home was found to be clean and sanitary and food and water was accessible to the dogs. The yard was clean and free of hazards. I have no areas of concern for approving the application.

There are no previous calls regarding any animals at the residence on file.

jpd 11.4.15
#66 - #32431

WAYZATA RESIDENTIAL KENNEL LICENSE APPLICATION

License period January 1, 2016 to December 31, 2016

APPLICANT NAME: Melinda Greer Date of Birth 1/19/63

APPLICANT HOME ADDRESS: 16104 Holdridge Rd W

HOME TELEPHONE: 452-2072 ALTERNATE PHONE: 452-2072

KENNEL LICENSE FEE FOR 2016 - \$66.00

Wayzata City Code requires that "No person shall own, harbor, keep or have custody of three or more dogs over six months of age on their property without first having secured a kennel license."

Please provide the following information:

Purpose for three or more dogs: _____

Will dogs primarily be kept indoors or outdoors? Indoors

Will dogs have outdoor shelter and access to drinking water and food? Please describe:

Dogs not kept outside, but water accessible

Please provide the following information on each dog:

Dog #1:

Dog Name: Scarlett Breed Whippet

Color: red & white Age: 9 Male or Female (circle one)

Date of Rabies Vaccination 10/31/15 Wayzata Dog License # 379

Name of Veterinary Clinic and Telephone Number Longlake vet 952-473-2260

Dog #2:

Dog Name: Hector Breed Cavalier King Charles Spaniel
Color: red & white Age: 6 ☒ Male or Female (circle one)
Date of Rabies Vaccination 11/3/14 Wayzata Dog License # 380
Name of Veterinary Clinic and Telephone Number Long Lake Vet 952-473-2260

Dog #3:

Dog Name: Truman Breed mixed
Color: black Age: 4 ☒ Male or Female (circle one)
Date of Rabies Vaccination 12/10/12 Wayzata Dog License # 381
Name of Veterinary Clinic and Telephone Number Long Lake Vet 952-473-2260

Dog #4:

Dog Name: Koda Breed Border Collie
Color: black & white Age: 2 ☒ Male or Female (circle one)
Date of Rabies Vaccination 3/9/15 Wayzata Dog License # 382
Name of Veterinary Clinic and Telephone Number Long Lake Vet 952-473-1687

(If there are additional dogs to be included in this application, please provide same information on a separate sheet of paper.)

X Signature of Applicant Melinda K. Jones Date 10/27/15

Dog #5

CITY OF WAYZATA
600 Rice Street, Wayzata, MN 55391
DOG LICENSE APPLICATION

All dogs over the age of six months must be licensed.

Owners with more than two dogs must also obtain a Kennel Permit.

THIS APPLICATION MUST BE ACCOMPANIED BY CURRENT PROOF OF RABIES VACCINATION for each dog. If you mail in your application, rabies records will be returned to you by mail with your dog license(s).

DOG OWNER INFORMATION

Owner Full Name Melinda K. Greer Owner Date of Birth 1/19/63

Primary Telephone Alternate Telephone

Address 16154 Holdridge Rd W

VETERINARIAN or CLINIC Long Lake Vet Telephone 952-473-2060

DOG INFORMATION

Dog #1 Dog Name Willow Breed Border Collie

Color Blue Merle Age 1 Yr Male or Female (circle one)

Date of Rabies Vaccination ~~8/23/14~~ Vaccination Expiration Date ~~8/23/17~~
11/3/15 11/3/18

**Circle One: One year license for \$20 or Two year license for \$30

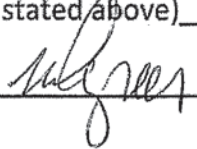
Dog #2 Dog Name Breed

Color Age Male or Female (circle one)

Date of Rabies Vaccination Vaccination Expiration Date

**Circle One: One year license for \$20 or Two year license for \$30

Vet Clinic (if different from stated above)

X Signature of Applicant  Date 11/2/15

*****FOR CITY USE ONLY*****

License # 383 Dog #1 License # Dog #2

LICENSE FEE DUE \$ 30⁰⁰ Tag issued by  Date 11-4-2015

MANAGEMENT CONSULTANT AGREEMENT

THIS AGREEMENT is made and entered into as of December 1, 2015 (“Effective Date”), by and between Douglas Reeder, an individual, (“Reeder”) and the City of Wayzata, a Minnesota municipal corporation (“City”).

Recitals

1. The City desires to engage the professional consulting services of an experienced city manager for a period of time during which the City transitions to a new City manager.
2. Based on his past experience, including three years as the city manager in Osseo, Reeder possesses the required experience and expertise to perform the required services, and to serve as interim City manager.

NOW, THEREFORE, the City and Reeder agree as follows:

Terms

1. **SCOPE OF SERVICES.** For the term of this Agreement, Reeder will perform services and carry out the duties of City manager on behalf of the City, as directed by the City Council and according to the provisions of the City Charter and other applicable law (the “Services”).
2. **TERM.** Reeder shall continue to provide the Services for the City until the City Council determines that the Services are no longer needed or April 1, 2015, whichever is sooner.
3. **COMPENSATION.** The City agrees to pay Reeder \$70 per hour for Services rendered, a monthly car allowance of \$150, and a monthly fee of \$50 for cell phone usage for City business. Such payments shall be made according to the City’s normal accounting procedures. Reeder will pay any and all other costs and taxes due to Federal, State, or Local governments associated with the Services.
4. **CITY COMPUTER.** Reeder may use a City-issued laptop computer for Services provided to the City.
5. **INDEPENDENT CONTRACTOR.** Reeder is, and at all times hereunder shall be, an independent contractor and not an employee of the City. Unless expressly provided for hereunder, the City will not provide any benefits of any type in connection with this Agreement, including but not limited to health or medical insurance, worker’s compensation insurance and unemployment insurance, nor will the City withhold any state or federal taxes, including income or payroll taxes, which may be payable by Reeder.

6. SCHEDULE. Reeder may, in coordination with the City Council, develop and carry out his own schedule, means, methods, and procedures in order to perform the Services. It is expected that Reeder will be generally available to the Council and to Staff during the City's normal business hours, and shall render thirty (30) hours of Services weekly on average during the term of this Agreement, with possible additional hours during the initial weeks of the term. The City acknowledges that Reeder has a previously scheduled vacation in February for two weeks, but Reeder shall ensure that the City functions smoothly during such time he is away.
7. INDEMNIFICATION. The City shall defend and indemnify Reeder from all torts, civil damages, penalties, and fines, and allegations of violations of statutes, laws, rules, and ordinances, arising out of Reeder's performance of his duties hereunder, provided they are in accordance with this Agreement and all applicable laws and regulations.
8. ENTIRE AGREEMENT; AMENDMENTS. This Agreement constitutes the entire agreement between the parties, and no other agreement prior to or contemporaneous with this Agreement shall be effective except as expressly set forth or incorporated herein. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same document. Any amendment to this Agreement must be in writing and signed by both parties.
9. SEVERABILITY. Should any part or portion of this Agreement be deemed illegal or non-binding by a court of law, the remainder of the Agreement shall remain in effect.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date.

CITY:

City of Wayzata, a Minnesota Municipal corporation

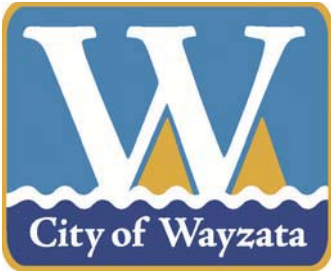
By: _____
Kenneth Willcox, Mayor

By: _____
Heidi Nelson, City Manager

CONSULTANT

By: _____
Douglas Reeder

000043/230001/2264203_1



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

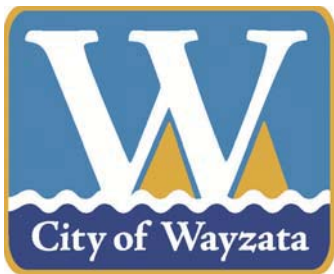
Date: November 18, 2014

To: Mayor Willcox and Councilmembers
Heidi Nelson, City Manager

From: Kathy Ovshak, Senior Accountant

Re: Memorandum of Understanding LELS 2014-2016 Union Contract

As part of the negotiated multi-year contract with LELS (2014-2016), it was agreed that the City monthly health insurance contribution could be opened up for negotiations for the years 2015 and 2016. The 2016 monthly health insurance contribution that was approved through the budget process is \$1,159. This contribution amount has been ratified by the Law Enforcement Labor Services Union #37, which is consistent with all other City employees.



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 OF UNDERSTANDING

DATE: November 18, 2015

To: Wayzata Local No. 37 – Law Enforcement Labor Services

From: Heidi Nelson, City Manger

Subject: Memorandum of Understanding Regarding City of Wayzata Health Insurance Monthly Contribution to LELS Union employees

As a part of the 2014-2016 LELS Local No. 37 contract negotiations, it was noted that for the years 2015 and 2016 the monthly health insurance contribution from the City of Wayzata to the LELS Union employees could be opened up for negotiations. The 2016 monthly health insurance contribution that the City of Wayzata has offered and has been accepted by the LELS Union is \$1,159.

For the City of Wayzata:

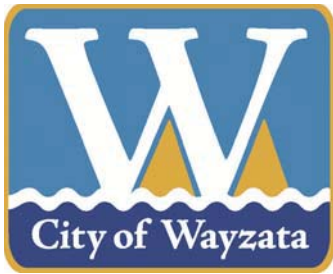
By _____
Heidi Nelson, City Manager Date

For Law Enforcement Labor Services, Local No.37

By _____
Dennis O. Kiesow, Business Agent Date

For Law Enforcement Labor Services, Local No.37

By _____
Rose Young, Union Steward Date



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

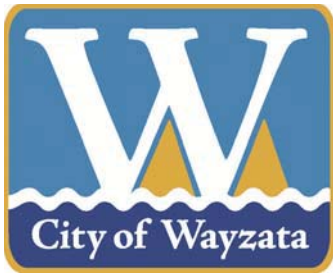
Date: November 18, 2015

To: Mayor Willcox and Councilmembers
Heidi Nelson, City Manager

From: Kathy Ovshak, Senior Accountant

Re: Memorandum of Understanding AFSCME 2014-2016 Union Contract

As part of the negotiated multi-year contract with AFSCME (2014-2016), it was agreed that the City monthly health insurance contribution could be opened up for negotiations for the years 2015 and 2016. The 2016 monthly health insurance contribution that was approved through the budget process is \$1,159. This contribution amount has been ratified by the American Federation of State, County and Municipal Employees Local #224, Council #5, which is consistent with all other City employees.



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 OF UNDERSTANDING

DATE: November 18, 2015

To: Wayzata Local No. 224 - AFSCME

From: Heidi Nelson, City Manger

Subject: Memorandum of Understanding Regarding City of Wayzata Health Insurance Monthly Contribution to AFSCME Union employees

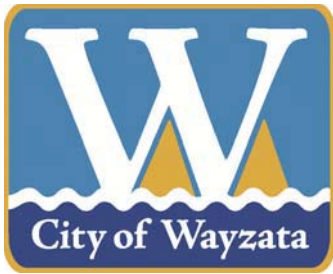
As a part of the 2014-2016 AFSCME Local No. 224 contract negotiations, it was noted that for the years 2015 and 2016 the monthly health insurance contribution from the City of Wayzata to the AFSCME Union employees could be opened up for negotiations. The 2016 monthly health insurance contribution that the City of Wayzata has offered and has been accepted by the AFSCME Union is \$1,159.

For the City of Wayzata:

By _____
Heidi Nelson, City Manager Date

For AFSCME, Local 224, Council No.5

By _____
Kurt Klapprich, Union Steward Date



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

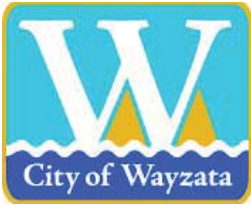
Date: November 19, 2015

To: Mayor Willcox and Councilmembers
Heidi Nelson, City Manager

From: Kathy Ovshak, Senior Accountant

Re: 2016 Lease Agreement with Wayzata Historical Society

Attached for your approval is the 2016 Lease Agreement between the City of Wayzata and Wayzata Historical Society. The 2016 Lease Agreement has a rent increase of \$23.00, which makes the annual rent \$1,251. During the 2014 lease agreement negotiations it was agreed that there would be an every other year increase and that it would be based on CPI. The Wayzata Historical Society is in full agreement with the contract.



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

LEASE

THIS LEASE, entered into this _____ day of _____, 20____, by and between the City of Wayzata, a municipal corporation (hereinafter "Lessor"), and the Wayzata Historical Society, a Minnesota non-profit corporation ("Lessee").

WITNESSETH, in consideration of the covenants and agreements of the respective parties herein contained, the parties hereto agree as follows:

1. **Premises.** Lessor does hereby demise and let unto Lessee and the Lessee leases and hires from Lessor those certain premises located in that building commonly known as the Wayzata Depot, 402 E. Lake Street, Wayzata, MN. The finished office space (800 sq. ft.), together with access to all common areas, including restrooms (200 sq. ft.), and storage space as needed in basement.
2. **Tenn.** The lease period shall commence in the year 2016 on the first day of January, and shall terminate on the 31st day of December, provided that either party may cancel this lease by giving the other party no less than ninety (90) days written notice thereof and provided further that any cancellation date shall be effective no earlier than July 1. Said term shall be automatically renewed for like periods of time unless terminated as provided above.
3. **Rent.** As rent therefore Lessee covenants to pay Lessor an annual rent of \$1,251.00 payable in quarterly installments of \$312.75 on or before the first day of each quarter.
4. **Purpose.** The leased property shall be used for the normal purposes of Lessee, together with incidental storage in conjunction therewith.
5. **Sublease.** Lessee shall not assign this lease or sublet all or any part of said premises without the written consent of Lessor.
6. **Fire.** If the premises becomes untenable or unfit for occupancy in whole or in part by the total or partial destruction of said building by fire or other casualty and Lessor shall fail or refuse within 10 days thereafter to agree in writing to restore the same within 90 days after such loss, this lease may be terminated by either Lessor or Lessee by notice in writing. If Lessor agrees in writing within 10 days after such loss, the rent to be paid hereunder pending such restoration shall be abated in proportion that the impairment of the use of said premises to Lessee bears to the total rent to be paid during the term of the lease.
7. **Utilities.** Lessor will provide for electricity, natural gas, water and sewer to the premises. Lessee will pay for telephone, cable TV, and other personal choice amenities used on the premises by the Lessee.
8. **Furnishing.** The premises are leased unfinished with the exception of the wooden depot benches. All other furnishings shall belong to and be the responsibility of Lessee.

9. Additional Interior Improvements. Lessee may make, at its own expense and with the written consent of Lessor for improvements costing more than \$500.00, such further and additional interior improvements in the leased premises as it shall deem necessary and proper.
10. Janitor. Lessee will provide its own janitorial services at its own expense for the demised premises and for the restroom facilities adjacent thereto. Lessor shall at its own expense provide maintenance, including snow removal and cleaning for the driveways, the roof, the exterior of the building, the lawns and the parking area. Lessee will keep the leased premises in a neat, clean and respectable condition. Lessor will replace glass broken on the premises during the term on the lease.
11. Insurance. Lessee hereby holds Lessor harmless from any and all liability that may arise out of Lessee's use or occupancy of said premises, and Lessee will obtain, at its own expense, policies of liability insurance with the Lessor endorsed thereon as an additional insured in an amount not less than \$1,000,000 per person injured and \$2,000,000 per accident. Lessee will furnish Lessor appropriate certificates showing such coverage and that the City be listed as additional insured.
- Lessor will, at his own expense, obtain fire and extended coverage insurance on the entire building and such contents thereof as are owned by Lessor. Lessor shall obtain waiver of subrogation clauses on such policies so as to relieve Lessee of any liability to Lessor or any other person for causes or events for which Lessor was covered under such policies.
12. Entry by Lessor. Lessor may at all reasonable times enter said premises to inspect the same and to maintain and make repairs therein.
13. Repairs. Lessor shall make all necessary structural repairs and repairs to the exterior of the building except as specifically provided above.
14. Binding Effect. This agreement shall be binding upon the successors and assigns of the parties hereto.

IN WITNESS WHEREOF, the parties hereto have caused the foregoing agreement to be executed the day and year first above written.

CITY OF WAYZATA, MINNESOTA (Lessor)

By _____
Ken Willcox, Mayor

And - - - - -
Heidi Nelson, City Manager

WAYZATA HISTORICAL SOCIETY (Lessee)

By _____
Joanie Holst, President

And - - - - -
Andy L. Bond, Treasurer



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:

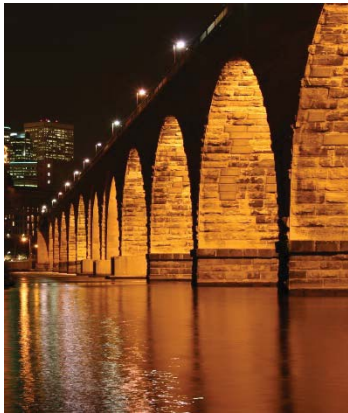
Absent:

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



Proposal

City of Wayzata, Minnesota

Proposal to Provide Executive Recruitment Services

October 30, 2015

Table of Contents

LETTER OF TRANSMITTAL

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IV	FIRM EXPERIENCE	8
V	RECRUITMENT PROJECT TEAM	12
	SAMPLE BROCHURE	APPENDIX I



Waters & Company
380 Jackson Street, Suite 300
Saint Paul, MN 55101-2887
Tel: 651.223.3000
Fax: 651.223.3002
www.waters-company.com

LETTER OF TRANSMITTAL

October 30, 2015

The Honorable Ken Willcox
City of Wayzata
600 Rice Street East
Wayzata, Minnesota 55391-1799

Re: **Request for Proposal to Provide Executive Recruitment Services**

Dear Mayor Willcox,

Waters & Company, a Springsted Company, appreciates the opportunity to submit our proposal for executive recruitment services for the City of Wayzata's next City Manager. Our extensive experience in providing executive recruitment services to cities, counties and other public sector organizations will be beneficial for this recruitment and allow us to find the ideal candidate for the City of Wayzata.

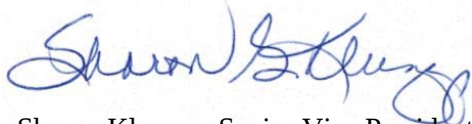
We know that you have options for using other recruitment firms. However, we believe that our approach sets us apart from our competitors in the following unique ways:

- Management/Leadership Style Assessment Analysis completed by the candidates to determine if a candidate's management style matches the approved management/leadership style profile for the ideal candidate;
- Utilization of a proprietary online application system exclusively licensed to Waters & Company, a *Springsted Company* (W&C) to facilitate talent management. The system has been designed by W&C to customize applicant flow and tracking. It allows ease of communication with applicants and the ability to conduct database inquiries for candidates based on characteristics important to the City such as geographic location and specific experience, expertise and qualifications.
- We endeavor to provide each new City Manager with the foundation to be successful and productive. To that end we will work with the new City Manager and City Council to develop an Onboarding Program that will include personal development as well as business goals and objectives. The onboarding process is initiated once an offer of employment has been accepted and continues through the first six months of employment.

City of Wayzata
October 30, 2015
Page 2

The proposal document will provide you the details about our approach, expertise, client references and pricing for this executive recruitment. If you have any questions, please contact me at 651-223-3053 or by email at sklumpp@waters-company.com. Our Team would consider it a professional privilege to provide these services to the City of Wayzata.

Respectfully submitted,



Sharon Klumpp, Senior Vice President
Consultant

sml

**City of Wayzata, Minnesota
Proposal to Provide
Executive Recruitment Services**

I. General Information

Waters & Company (W&C) recently merged with Springsted Incorporated, establishing one of the largest public sector executive recruitment and organizational management firms in the United States. Springsted Incorporated, the parent corporation, is a certified WBE. Three employee-owners lead the firms and their 70-member staff. Our principal corporate office is located in Saint Paul, Minnesota, with regional offices located in Dallas, Texas; Milwaukee, Wisconsin; Cleveland, Ohio; Des Moines, Iowa; Kansas City, Missouri; Richmond, Virginia; Denver, Colorado and Los Angeles, California.

W&C has a team of seven primary recruitment consultants available to meet your executive recruitment needs. Each consultant assigned to this recruitment has experience working with cities and the many different disciplines that comprise the City of Wayzata organization. Our consultants bring an experienced, participatory and energetic perspective to each engagement; our unique approach and personal touch are reflected in our internal standard to provide outstanding services that exceed the City's expectations. Since 2010 our combined consultant team has conducted more than 425 executive recruitments.

The W&C Recruitment Project Team will partner with the Mayor, City Council and designated staff as your technical advisor to ensure that the recruitment process for your next City Manager is conducted in a thorough and professional manner. Our objective is to generate high-quality candidates and assist you with the screening and evaluation of these candidates.

We have structured the W&C Recruitment Project Team to draw upon W&C's and Springsted's 50-plus years of service to the public sector and to leverage W&C's experience and capacity to find the most qualified candidates.

Physical Address

Waters & Company, a Springsted Company
380 Jackson Street, Suite 300
St. Paul, MN 55101
Office: 651-223-3000
Fax: 651-223-3002

Respectfully submitted,



Rollie Waters, Executive Vice President
Consultant

II. Response to Scope of Work

Task I: Recruitment Brochure Development and Advertising

The development of a comprehensive recruitment brochure that includes a profile of the ideal candidate is an important first step in the recruitment process. This profile includes the required academic training, professional experience, leadership, management and personal characteristics related to the success of the candidate in the position of City Manager. The recruitment brochure will also have a profile that captures the essence of the City as a highly-attractive venue for the successful candidate to live and work.

To prepare the recruitment brochure, the Recruitment Project Team Leader will come on site to meet with the Mayor, City Council and designated staff to discuss the required background, professional experience and management and leadership characteristics for your City Manager position. We meet individually (or collectively depending upon your preference) with the Mayor and City Council to broaden our understanding of the position's leadership and management requirements, current issues, strategic priorities and to identify expectations for the City Manager. [See example of a recruitment brochure in Appendix I.]

The Recruitment Project Team will also work with the City of Wayzata to develop an advertising and marketing strategy to notify potential candidates about the vacancy and conduct an open recruitment that encourages applications from a talented and diverse pool of candidates. Our Team will place ads in appropriate professional publications, websites and local print media. Additionally, W&C has a highly-accessed website that has a special location attracting many potential candidates to upload their resumes. The aggressive advertising and marketing campaign for top talent will include local, state, regional and national elements as determined during our initial meetings with the City's representatives. Our customized mailing list, selected from our extensive database and contacts collected at appropriate public sector conferences, will be utilized to further promote the position.

Project Milestone	Deliverables	Proposed Date
Position profile and recruitment brochure development.	- Onsite interview with the City. - W&C will receive information regarding the City's budgets, organizational charts, images, logos, etc. - Develop draft documents (Recruitment Brochure, Advertisement, Marketing Letter and Timeline).	November 4 – 24
Approve brochure, commence advertising and distribute marketing letter.	- Brochure sent to the City for final approval. - Commence advertising and distribution of recruitment brochure.	By December 1

Task II: Execution of Recruitment Strategy and Identification of Quality Candidates

Utilizing the information developed in Task I, W&C will identify and reach out to individuals who will be outstanding candidates for the position of City Manager. Often, well-qualified candidates are not actively seeking new employment and will not necessarily respond to an advertisement. However, if a potential candidate is presented with the opportunity directly and in the proper manner, he or she may apply. We take pride in our ability to locate highly qualified candidates across the nation based on the professional contacts and relationships we have developed and maintained over many years.

These efforts will be supplemented by the creation of an appropriate database utilizing our extensive, interactive applicant database for the City Manager position. This will provide the W&C Team with the ability to customize applicant flow and tracking, communication with applicants and conduct database inquiries for candidates based on characteristics important to the City such as geographic location, particular experience, expertise and credentials.

During this part of the process the Recruitment Project Team will work with the Mayor, City Council and designated staff to reach consensus on the leadership and management style for the ideal candidate. Our research will determine the key competencies, work values and leadership/management style for the position and match the candidates to each attribute.

Each candidate submitting a resume is sent a timely acknowledgement by our Team, including an approximate schedule for the recruitment. Throughout the recruitment process, communications are maintained with each candidate regarding information about the recruitment progress and their status in the process. We take pride in the many complimentary comments made by candidates regarding the level of communication and the professional manner in which they are treated during our recruitments.

Project Milestone	Deliverables	Proposed Date
Execution of recruitment strategy and candidate outreach.	• Online data collection and profile development. • Development of interactive searchable applicant database for recruitment of the City Manager. • W&C performs direct outreach to prospective candidates identified in the recruitment strategy. • Utilization of extensive applicant database to identify applications and review applicant pool for competencies/demographics.	December 1 – January 5

Task III: Screening of Applicants and Recommendation of Semi-Finalists

In Task III the Recruitment Project Team, under the direction of Sharon Klumpp, will screen the candidates against the criteria within the position and candidate profiles and develop a list of semi-finalists for recommendation to the Mayor and City Council.

The most promising applicants will receive a candidate essay questionnaire to complete that will provide additional information about the candidates' background and experience. We will then narrow the list to a group of 10-12 semifinalists for your review and to select finalists.

Throughout the process, you will have access to our Master Applicant List (MAL), which will provide pertinent data for each applicant.

Project Milestone	Deliverables	Proposed Date
Applicant screening and recommendation of semi-finalists.	• W&C compares applications to the approved candidate profile developed in our searchable applicant database. • W&C develops customized candidate questionnaire & due diligence questionnaire to provide to applicants who most closely meet the candidate profile.	January 6 – 26

	• Top 10-12 candidates identified as semi-finalists. • Semi-Final Report is prepared, including the brochure, master applicant list, cover letter, resume, completed questionnaires and summary of a telephone interview. • Semi-finalists complete candidate management style assessment, responses are reviewed and interview questions are developed. • Recruitment Project Team Leader meets with Mayor and City Council to review recommended semi-finalists. Mayor and City Council select finalists for on-site interviews.	
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Task IV: Conducting Background Checks, Reference Checks and Academic Verifications

When the Mayor and City Council approve of a group of finalists for on-site interviews, W&C will begin the process of conducting reference checks, background checks and academic verifications. A Confidential Reference Report is prepared for each finalist to complete our understanding of his/her management and leadership characteristics and professional work performance.

For the background checks, W&C will develop information on the candidates in the following areas:

- Consumer Credit
- City/County Criminal
- City/County Civil Litigation
- Judgment/Tax Lien
- Motor Vehicle
- Bankruptcy
- State District Superior Court Criminal
- State District Superior Court Civil Litigation
- Federal District Criminal
- Federal District Civil Litigation

To ensure that our quality standards are maintained, we require a minimum of ten business days between the time that you select the finalists for on-site interviews and when we submit the candidate documentation for your final interview process.

Project Milestone	Deliverables	Proposed Date
Design final process with City Council for on-site interviews with finalists.	• W&C confirms interviews with candidates. • Travel logistics are scheduled for the candidates.	February 2
Background checks, reference checks and academic verification.	• W&C completes background checks, reference checks and academic verifications for finalists.	February 9

Task V: Final Interview Process

Upon completion of Task IV, we will work with you to develop the final interview process. We will provide documentation on each of the finalists which will provide the highlights of their professional experience and leadership/management profile (Gap Analysis) as well as a summary of the results of the reference checks, background checks and academic verifications. In addition, the Final Report will include guidelines for interviewing the candidates, suggested interview questions and a candidate assessment process for your interview panel(s).

The Recruitment Project Team Leader will be available during the final interview process to answer questions about the candidates and, if requested, assist with the final evaluation of the candidates. In addition, if the City requests the service, we will assist you with the development of a compensation package and related employment considerations and assist with the negotiation of an employment agreement.

Project Milestone	Deliverables	Proposed Date
Final Report prepared and delivered to City.	Final Report is prepared, including brochure, interview schedule, cover letter, resume, candidate questionnaire, suggested interview questions, candidate assessment form and management style probing questions.	February 11
On-site interviews with finalists.	- Interviews are scheduled. - Recruitment Project Team Leader attends client interviews and is available to participate during deliberations of candidates.	Week of February 15
Offer made / accepted.	- If requested, W&C participates in candidate employment agreement negotiations. - W&C notifies candidates of decision. - W&C confirms final process close out items with the City of Wayzata.	Week of February 22
Onboarding	W&C coordinates the onboarding process with the successful candidate and the City Council	After employment agreement is approved

Strategy for Recruitment of Diverse Candidates

Our corporate core values and work environment reflect our broader social aspirations for a diverse workforce, equal opportunity and cross-cultural respect. We have established strong and credible networks with minority and female leaders nationwide. In addition, we are corporate members of the National Forum for Black Public Administrators (NFBPA) and the Hispanic Network and are on their National Corporate Advisory Council. We participate in their membership events on a regular basis.

To that end, we take responsibility for diversity in our organization, our recruitment strategy and our candidate pools. In this recruitment, we will use our established networks to make direct and personal contacts with prospective minority and female candidates and encourage them to consider the City of Wayzata's City Manager position. Because of our performance record in presenting a diverse applicant pool, these prospective candidates know they will be fairly considered in the process.

Waters & Company, a *Springsted Company*, is committed to ensuring equitable participation in our business and employment opportunities without regard to race, color, religion, sex, national origin, age, disability, veteran status, marital status or sexual orientation. As a leader in the executive recruitment industry, we take positive actions to prevent and to remedy any discriminatory effects of business and employment practices.

Springsted Incorporated, our parent company, is a certified WBE.

Timeline

Below is an estimated Timeline for the executive recruitment process. You will be asked during the first on-site meeting to review and approve a Timeline for the recruitment project. It is our intent to conduct the recruitment expeditiously, but not at the expense of finding high-quality candidates for you.

CITY OF WAYZATA, MINNESOTA EXECUTIVE RECRUITMENT PRELIMINARY TIMELINE		
The following Timeline represents a preliminary schedule for your executive recruitment based on a commencement date of November 4, 2015. Actual target dates will be developed in consultation with and approved by the Mayor and City Council.		
Project Milestone	Deliverables	Target Date
Profile development, advertising and candidate outreach.	- W&C completes on-site interviews to develop candidate profile and recruitment brochure; the City approves ad placement schedule and timeline. - W&C sends draft recruitment brochure to the City. - The City returns draft recruitment brochure (with edits) to W&C. - W&C commences executive recruitment advertising and marketing. - Online data collection and profile development.	November 4 – January 5
Applicant screening and assessment and recommendation of semi-finalists.	- W&C commences formal review of applications and sends most promising applicants a Candidate Questionnaire to provide additional information about background and experience. Candidates complete recorded interview online. - W&C completes formal review of applications and sends selected resumes and questionnaire responses to the City for review. Also candidates' recorded interviews are presented. - Semi-finalists complete candidate management style assessment and responses are reviewed and interview questions are developed. - W&C meets with the City and recommends semi-finalists; the City selects finalists for on-site interviews.	January 6 – 26
Comprehensive background check and reference checks completed for finalists.	W&C completes reference checks/background checks/ academic verification on finalists.	February 9
On-site Interviews with finalists.	- W&C sends documentation for finalists to the City. - The City conducts on-site interviews with finalists.	Week of February 15
Employment offer made / accepted.	The City extends employment offer to selected candidate.	Week of February 22

III. Proposed Costs

The all-inclusive professional fee to conduct the recruitment is provided below and includes the cost of professional services by the Recruitment Project Team Leader, the project support staff and all project-related expenses such as advertising, preparation of the recruitment brochure, printing, candidate background, reference and academic verification checks and travel expenses for on-site visits. Travel expenses incurred by candidates for on-site interviews with the client are not the responsibility of W&C and are handled directly by the client organization.

The all-inclusive professional fee will be billed in four installments: 30% of the fee will be billed at the beginning of the recruitment; 30% at the implementation of Phase I; 30% at the implementation of Phase II; and 10% upon acceptance of an offer by the candidate. We are open to negotiate an alternative payment schedule if selected for this recruitment.

If candidates from this recruitment process are selected for another position within your organization within one year of the close of the recruitment, a fee of 50% of the following proposal amount will be due to Waters & Company, a Springsted Company.

All questions regarding the professional fees and project-related expenses should be directed to Sharon Klumpp, Senior Vice President at sklumpp@waters-company.com or via phone at 651-223-3053.

PHASE	DESCRIPTION OF PROFESSIONAL SERVICES	FEES
Phase I	Task 1 – Candidate Profile Development/Advertising/Marketing (Recruitment Project Team Leader is on-site) Task 2 – Identify Quality Candidates	
Phase II	Task 3 – Screening of Applications and Submission of Recommended Semi-Finalists to Client ((Recruitment Project Team Leader is on-site)) Task 4 – Reference Checks, Background Checks and Academic Verifications	
Phase III	Task 5 – Final Process/On-Site Interviews with Finalists (Recruitment Project Team Leader is on-site)	
Conclusion	Acceptance of offer by candidate	
	TOTAL ALL-INCLUSIVE PROFESSIONAL FEE	\$19,000

OPTIONAL SERVICES FOR CONSIDERATION	FEES
On rare occasions, W&C is asked to provide additional search services that are not included in this scope of service or to provide more than three on-site visits to the City. Additional work specifically requested by the City which is outside of the scope of this project will be invoiced at the hourly rate of \$220 plus expenses. W&C will submit a written explanation of the additional services to be provided and the estimated hours that will be required prior to commencing any additional services.	\$220 per hour plus expenses

Triple Guarantee

Our Triple Guarantee is defined as: (1) A commitment to remain with the recruitment assignment until you have made an appointment for the fees and tasks quoted in this proposal. If you are unable to make a selection from the initial group of finalists, W&C will work to identify a supplemental group until you find a candidate to hire. (2) Your executive recruitment is guaranteed for 24 months against termination or resignation for any reason. The replacement recruitment will be repeated with no additional professional fee, but only for project-related expenses. Candidates appointed from within your organization do not qualify for this guarantee. This guarantee is subject to further limitations and restrictions of your state laws. (3) W&C will not directly solicit any candidates selected under this contract for any other position while the candidate is employed with your organization.

IV. Firm Experience

References

City of Hutchinson, Minnesota

Mr. Marc Sebora, City Attorney

320-587-5151

msebora@ci.hutchinson.mn.us

Project: Selection of City Administrator

City of Brooklyn Park, Minnesota

Honorable Jeffrey Lunde, Mayor

763-242-1555

Jeffrey.Lunde@brooklynpark.org

Project: Selection of City Manager

City of Cottage Grove, Minnesota

Ms. Korine Land, City Attorney

651-451-1831

KLand@levander.com

Project: Selection of City Manager

City of Golden Valley, Minnesota

Ms. Chantell Knauss, Assistant City Manager

763-593-8096

cknauss@goldenvalleymn.gov

Project: Selection of City Manager

City of Shakopee, Minnesota

Mayor Brad Tabke

952-380-6328

btanke@ci.shakopee.mn.us

Project: Selection of City Administrator

Experience

The following is a partial list of previous Executive Recruitments:

List of Relevant Executive Recruitments: 2010 to Present				
Year	Client	State	Recruitment	Population
2010	Charlottesville	VA	City Manager	43,956
2010	Fluvanna County	VA	County Administrator	20,047
2010	Granbury	TX	City Manager	8,779
2010	James City County	VA	County Administrator	48,102
2010	Jefferson County	AL	County Manager	659,479
2010	Kingsville	TX	City Manager	26,312
2010	Lunenburg County	VA	County Administrator	13,146
2010	Marana	AZ	Assistant Town Manager	38,290
2010	Maricopa	AZ	City Manager	45,508
2010	Marshfield	WI	City Administrator	18,800
2010	McKinney	TX	City Manager	148,559
2010	Prince George County	VA	County Administrator	37,253
2010	Russell County	VA	County Administrator	30,308
2010	Sanford	FL	City Manager	56,002
2010	Shenandoah County	VA	County Administrator	42,684
2010	Vestavia Hills	AL	City Manager	34,018
2010	Warren	MN	City Administrator	1,563
2010	Watauga	TX	City Manager	24,187
2010	Watertown	MN	City Administrator	4,239
2010	Winnetka	IL	Village Manager	12,187
2011	Altus	OK	City Administrator	19,591
2011	Ashland	OR	Assistant City Administrator	20,713
2011	Carrboro	NC	Town Manager	20,433
2011	Chesterfield County	VA	Deputy County Administrator	259,903
2011	Chesterfield County	VA	Deputy County Administrator	259,903
2011	Christiansburg	VA	Town Manager	21,041
2011	Decorah	IA	City Administrator	8,172
2011	Dumfries	VA	Town Manager	4,937
2011	Dunedin	FL	City Clerk	35,690
2011	Elk River	MN	City Administrator	23,447
2011	Fredericksburg	TX	City Mgr	10,829
2011	Gardner	KS	City Administrator	20,473
2011	Grain Valley	MO	City Administrator	13,125
2011	Jackson County	MI	County Administrator/Controller	160,248
2011	Lunenburg County	VA	County Administrator	13,146
2011	Madison County	VA	County Administrator	13,200
2011	Manassas	VA	City Manager	41,705
2011	Mesa	AZ	Deputy City Manager	457,587
2011	Osceola	WI	Village Administrator	2,421
2011	Petersburg	VA	City Manager	33,740
2011	Pierce County	WI	Administrative Coordinator	36,804
2011	Sachse	TX	City Manager	22,026
2011	Salisbury	NC	City Manager	26,462
2011	Socorro	TX	City Manager	32,517
2011	St. Anthony	MN	City Administrator	8,583

List of Relevant Executive Recruitments: 2010 to Present

Year	Client	State	Recruitment	Population
2011	Steele County	MN	County Administrator	36,576
2011	Virginia Beach	VA	Deputy City Manager	448,479
2011	Washington County	MN	County Administrator	246,603
2011	Willmar	MN	City Administrator	19,680
2012	Albertville	MN	City Administrator	7,044
2012	Becker County	MN	County Administrator	32,504
2012	Bedford County	VA	County Administrator	67,154
2012	Beltrami County	MN	County Administrator	44,442
2012	Botetourt County	VA	County Administrator	30,495
2012	Brainerd	MN	City Administrator	13,487
2012	Charlotte	NC	City Manager	792,862
2012	Eau Claire	WI	City Manager	61,704
2012	Exmore	VA	Town Manager	1,458
2012	Fairview	TX	Town Manager	8,148
2012	Guilford County	NC	County Manager	495,279
2012	Hennepin County	MN	County Administrator	1,199,000
2012	Kittson County	MN	County Administrator	4,552
2012	Martinsville	VA	City Manager	15,416
2012	Morehead City	NC	City Manager	9,203
2012	Nobles County	MN	County Administrator	21,397
2012	Ocean City	MD	Town Manager	7,092
2012	Polk County	MN	County Administrator	31,569
2012	Powhatan County	VA	County Administrator	27,964
2012	Rockbridge County	VA	County Administrator	22,307
2012	Rockville	MD	City Manager	47,388
2012	Scandia	MN	City Administrator	3,936
2012	Sibley County	MN	County Administrator	15,072
2012	Sun Prairie	WI	City Administrator	29,364
2012	Swift County	MN	County Administrator	9,594
2012	Thief River Falls	MN	City Administrator	8,661
2012	Winchester	VA	City Manager	27,216
2012	Windsor Heights	IA	City Administrator	4,860
2013	Alexandria	MN	City Administrator	11,580
2013	Bath County	VA	County Administrator	4,652
2013	Bayport	MN	City Administrator	3,496
2013	Belle Plaine	MN	City Administrator	6,804
2013	Bellevue	WI	Village Administrator	14,570
2013	Burnsville	MN	City Manager	60,828
2013	Clinton	NC	City Manager	8,676
2013	Cook County	MN	County Administrator	5,200
2013	East Grand Forks	MN	City Administrator	8,602
2013	Escambia County	FL	County Manager	305,817
2013	International Falls	MN	City Administrator	6,357
2013	Irving	TX	City Manager	228,653
2013	Jefferson County	WI	County Administrator	83,943
2013	Justin	TX	City Manager	3,333
2013	Manassas	VA	Director of Finance and Admin	41,705
2013	Montgomery	MN	City Administrator	2,933
2013	Moose Lake	MN	City Administrator	2,753

List of Relevant Executive Recruitments: 2010 to Present

Year	Client	State	Recruitment	Population
2013	Muskegon	MI	City Manager	37,213
2013	Newport News	VA	City Manager	179,611
2013	Norwood Young America	MN	City Administrator	3,583
2013	Orange County	VA	County Administrator	34,246
2013	Raleigh	NC	City Manager	423,179
2013	Shenandoah County	VA	County Administrator	42,684
2013	Sherburn	MN	City Administrator	1,128
2013	Washington County	VA	County Administrator	54,827
2013	Watertown	MN	City Administrator	4,239
2013	West Saint Paul	MN	City Manager	19,708
2013	Yellow Medicine County	MN	County Administrator	10,158
2013	York County	SC	County Manager	239,363
2014	Aitkin County	MN	County Administrator	15,927
2014	Atlantic Beach	FL	City Manager	12,864
2014	Belle Plaine	MN	City Administrator	6,804
2014	Bloomington	MN	City Manager	86,319
2014	Boone	NC	Town Manager	17,774
2014	Campbell County	VA	County Administrator	55,163
2014	Cape Charles	VA	Town Manager	990
2014	Castle Rock	CO	Town Manager	53,063
2014	Eustis	FL	City Manager	19,214
2014	Frederick County	VA	County Administrator	80,317
2014	Hutchinson	MN	City Administrator	13,929
2014	Irving	TX	City Manager	225,427
2014	Lakeville	MN	City Administrator	58,562
2014	Lexington	VA	City Manager	6,998
2014	Midlothian	TX	City Manager	19,891
2014	Narberth Borough	PA	Borough Manager	4,295
2014	Novi	MI	City Manager	123,099
2014	Oakdale	MN	City Administrator	27,780
2014	Orange County	NC	County Manager	140,352
2014	Roanoke County	VA	County Administrator	93,524
2014	Spotsylvania County	VA	County Administrator	125,684
2014	Springfield	MN	City Manager	2,114
2014	Township of Lower Merion	PA	Township Manager	59,850
2015	Bemidji	MN	City Manager	14,435
2015	Big Lake	MN	City Administrator	10,298
2015	Brooklyn Park	MN	City Manager	78,373
2015	Coconino County	AZ	Deputy County Manager	136,539
2015	Cook County	MN	County Administrator	5,200
2015	Coon Rapids	MN	City Manager	62,103
2015	Cottage Grove	MN	City Manager	35,399
2015	Culpeper County	VA	County Administrator	48,506
2015	Davidson	NC	Town Manager	11,750
2015	Franklin County	VA	County Administrator	56,335
2015	Golden Valley	MN	City Manager	20,845
2015	Madison County	VA	County Administrator	13,200
2015	Manassas	VA	Deputy City Manager	41,705
2015	Mille Lacs County	MN	County Administrator	25,833

List of Relevant Executive Recruitments: 2010 to Present

Year	Client	State	Recruitment	Population
2015	Monument	CO	Town Manager	5,817
2015	Provincetown	MA	Town Manager	2,994
2015	Sachse	TX	City Manager	22,026
2015	Shakopee	MN	City Administrator	39,167
2015	Sibley County	MN	County Administrator	15,072
2015	Socorro	TX	City Manager	32,517
2015	Tazewell County	VA	County Administrator	44,103
2015	Warrenton	VA	Town Manager	9,862
2015	Waseca County	MN	County Administrator	19,097
2015	West Jordan	UT	City Manager	110,077
2015	Westminster	CO	City Manager	109,169
2015	Williamsburg	VA	City Manager	15,206
2015	Wythe County	VA	County Administrator	29,344

V. Recruitment Project Team

Mr. Rollie Waters, Executive Vice President

Direct Phone: (214) 466-2424

Email: rwaters@waters-company.com

Recruitment Project Team Leader

Ms. Sharon Klumpp, Senior Vice President

Direct Phone: (651) 223-3053

Email: sklumpp@waters-company.com

Mr. Chuck Anderson, Senior Vice President

Direct Phone: (817) 965-3911

Email: canderson@waters-company.com

Ms. Sara Haselbauer, HR Analyst

Direct Phone: (651) 223-3006

Email: shaselbauer@waters-company.com

Rollie Waters

Executive Vice President

Rollie O. Waters is an Executive Vice President of Waters & Company, a Springsted Company. Since 1976, Rollie has been a management consultant to private and public sector clients. He has consulted with national and international clients in the area of HR Management system design and strategic management. He has given various lectures and seminars for organizations in the areas of compensation as it relates to performance management. He is viewed on a national level as one of the foremost authorities in succession planning and performance management system design for the public sector. He has spoken before such organizations as the International City/County Managers Association, American Management Association, The Alliance for Innovation, Southern Methodist University, the University of Maryland, National Forum of Black Public Administrators, California Institute of Technology, the Texas Municipal League (TML), the International Personnel Management Association (IPMA-HR), several international companies in Great Britain and various other U.S. public and private sector agencies and organizations.

Rollie has been actively involved in the development of competency-based knowledge selection and development tools over the past twenty years. He has been instrumental in ensuring the proprietary profiles that he has designed attract the right candidates that fit the organization's needs. In addition, Rollie's extensive knowledge of performance management solidifies matching the management style most compatible with the organization's success. His research on succession planning has led him and his team to be able to help shape the future of organizations through their executive recruitment activities.

Rollie has been widely published in national journals and magazines focusing on human resource challenges. His publications include a research article in the Public Personnel Management Journal titled "The Impact of Behavioral Traits on Performance Appraisal." Prior to founding W&C, Rollie held an executive position with Dun & Bradstreet Co., Inc., and a management position with Owens Corning Fiberglass.

Areas of Expertise

- Executive Recruitment
- Web-based Compensation Support
- Management Development
- Organizational Strategy
- Mentoring Programs
- Performance Management
- Competency-based Systems and Development Systems
- Succession Planning

Professional Accomplishments and Education

Rollie is a member of Mensa, a Strategic Partner with the International City/County Managers Association, International Management Consultants, Alliance for Innovation, a member of the National Corporation Advisory Council of the National Forum for Black Public Administrators, and numerous other professional groups. He has also appeared in several professional directories such as Who's Who in the World, Who's Who in Finance and History, and many others. Rollie has an extensive background in the behavioral sciences and strategic planning. He received his MBA at Pepperdine University and his Bachelor of Science degree in Psychology from the University of South Carolina. In addition, he is a Certified Management Consultant (CMC); CMC is a certification mark awarded by the Institute of Management Consultants USA and represents evidence of the highest standards in consulting and adherence to the ethical canons of the profession.

Sharon G. Klumpp
Senior Vice President

Sharon Klumpp is a Senior Vice President of Waters & Company, a *Springsted Company*. Sharon has extensive experience specializing in organizational and departmental studies, human resource management and executive search for public agencies. She also assists governing bodies and senior-level managers in the development, execution and evaluation of strategic plans.

Sharon has extensive experience in serving government. She has served as Executive Director of the Metropolitan Council, a seven-county regional planning agency for the Minneapolis-Saint Paul metropolitan area, and as Associate Executive Director for the League of Minnesota Cities. Her experience also includes serving as City Administrator in Oakdale, Minnesota and as Assistant City Manager in both St. Louis Park, Minnesota and Saginaw, Michigan. Her private sector experience includes serving as the chief administrative officer for the Minneapolis office of a major global engineering and design firm.

Sharon also served as an adjunct instructor at Walden University, where she taught public administration and organizational change in the University's School of Management. She served two terms on the Ramsey County Charter Commission and was chair for two years.

Professional Accomplishments and Education

Education

University of Kansas, Lawrence, Kansas
Masters of Public Administration

Miami University, Oxford, Ohio
Bachelor of Arts in Political Science

Affiliations

International City/County Management Association
International Public Management Association for
Human Resources

Charles (Chuck) Anderson

Senior Vice President

Charles (Chuck) S. Anderson is a Senior Vice President of Waters & Company, a *Springsted Company*. Prior to joining the Waters & Co., Chuck worked for local governments and non-profit organizations, including City Manager for Dallas, Texas; Executive Director for the Dallas Area Rapid Transit (DART) and Executive Director for the Michigan Education Association.

Chuck also served as Director for Local Government Reform for the International City/County Association (ICMA), managing a U.S. government contract for the planning and delivery of technical assistance to local governments in Central and Eastern Europe. His last assignment in this role with ICMA was to recruit and supervise a team of technical consultants to assist in re-building local governments in Bosnia following agreement on the Dayton Accords.

During his service with the Michigan Education Association, Chuck also served as Senior Consultant for Urban Planning and Management for Michigan State University's Institute for Public Policy and Social Research.

Areas of Expertise

- Executive Recruitment
- Leadership/Management Development
- Organizational Design
- Organizational Development

Professional Accomplishments and Education

Chuck received a Bachelor of Arts degree in political science and human resources management and a Masters of Public Administration degree from the University of Kansas. He received the prestigious L.P. Cookingham Award for Development of Young Professionals from the International City/County Management Association (ICMA) and the Minority and Women Advancement Award from the American Public Transit Association (APTA). He was also recognized as Public Administrator of the Year by the American Society of Public Administration (ASPA) and Outstanding Management Innovator (Honorable Mention) by ICMA. Chuck was recognized in 2007 with the Lifetime Achievement Award from his Public Administration Alumni Association at the University of Kansas.

Sara Haselbauer, J.D.*HR Analyst*

Ms. Sara Haselbauer is a Human Resources Analyst with the Organizational Management and Human Resources Team. Ms. Haselbauer started as an Administrative Assistant to the Project Management team in 2007. In August 2009, Ms. Haselbauer left Springsted to attend law school before returning in November 2014 as an independent contractor.

Ms. Haselbauer has experience with analyzing data from various NRMSIRs to determine whether or not all material events had been timely filed in accordance with previous and current SEC regulations. She is fluent in legal research and drafting documents.

Education

University of North Dakota School of Law, Grand Forks, North Dakota
Juris Doctor
Certificate in Indian Law

University of St. Thomas, St. Paul, Minnesota
Bachelor of Arts in Art History and Sociology

APPENDIX I

Sample Brochure



The City of Shakopee, Minnesota, seeks a strategic fiscal manager with strong leadership and collaboration skills to support the needs of a growing city and serve as its Finance Director.

Finance Director

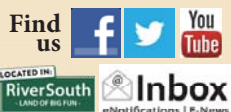
THE COMMUNITY

Steeped in rich history, the [City of Shakopee, Minnesota](http://www.ShakopeeMN.gov), is a vibrant and thriving community located in the southwest quadrant of the Minneapolis-Saint Paul metropolitan area along the lower Minnesota River Valley. First established as a trading post, today Shakopee is the county seat of [Scott County](http://www.ScottCountyMN.gov) with a population of 39,167 residents, a 90-percent increase since 2000. Highway 169 runs through the center of the city connecting Shakopee with I-494. Shakopee is located 21 miles from the Minneapolis-Saint Paul International Airport, 24 miles from downtown Minneapolis and 30 miles from downtown Saint Paul.

Shakopee and its surrounding area are home to major attractions including Valleyfair Amusement Park, the Minnesota Renaissance Festival and Canterbury Park; Mystic Lake Hotel and Casino is minutes away. Shakopee is also home to major businesses including Amazon, Shutterfly, Seagate, St. Francis RMS (health care) and Imagine Print Solutions.

With more than 900 acres reserved for parks and recreation, Shakopee offers an outstanding quality of life to those who live and work within the City. The Landing – Minnesota River Heritage Park, formerly Historic Murphy's Landing, is a renown 88-acre living history museum depicting life in the Lower Minnesota River Valley from the 1840s–1890s with authentic 19th-century buildings, demonstrations and a scenic river trail and overlook. Shakopee is also home to Scott County Historical Society's Stans Museum and the River Valley Theatre Company.

[Shakopee School District](http://www.ShakopeeSchoolDistrict.org) serves more than 7,600 students in Shakopee, Prior Lake and Savage in addition to a few neighboring townships. The district has five elementary schools, one sixth-grade center, two junior high schools and one high school, making it one of the fastest growing districts in the Twin Cities suburbs. The community is also served by the Shakopee Area Catholic Schools and other private schools.

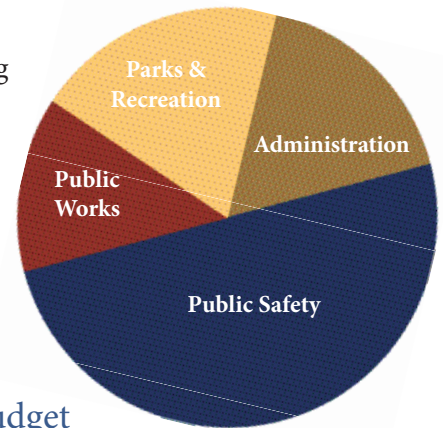




ORGANIZATION

The City of Shakopee is organized as a “Plan A” city under Minnesota statutes; it operates on a weak Mayor-Council plan with an elected Mayor and four City Council members. They serve overlapping four-year terms. Currently, City elections are held in odd-numbered years during the general election in November.

The City of Shakopee has an Aa2 credit rating from Moody’s and enjoys a strong financial position as detailed in its [2014 Comprehensive Annual Financial Report](#). It has a [2015 budget](#) of \$23 million and an authorized complement of 178 full-time equivalent employees. Approximately 45 percent of the City workforce is represented by three collective bargaining units. The municipal government is organized into seven departments: Administration, Finance, Planning & Development, Public Works, Parks and Recreation, Police and Fire. Water and electric utilities are independently operated by the Shakopee Public Utilities Commission.



2015 General Fund Budget

HIGH-PRIORITY ISSUES

Get to know the Finance Department and City organization. The Finance Director will devote time to getting to know the Finance Department staff and becoming familiar with financial policies and procedures. The Finance Director will meet with City department heads to get acquainted with their financial service needs and work closely with the City Administrator to develop financial information and analyses to support City policy-making.

Provide exemplary service to City departments. The Finance Director will ensure that City departments receive timely financial information and assistance needed to provide efficient municipal operations. The Finance Director will be receptive to opportunities to streamline fiscal processes and will seek input from department heads to improve existing procedures.

Economic development incentives. The City of Shakopee is experiencing economic growth with the

recent addition of new businesses. The Finance Director will assist in the analysis of economic development incentives, such as tax increment financing and tax abatement.

Long-range financial planning. The Finance Director will play an active role in developing and implementing long-range financial plans for the City. The Finance Director will also provide forecasting and trending information to provide elected and appointed officials with the fiscal impacts associated with policy options.

Annual budget and capital improvement planning processes. The Finance Director will review existing budget and capital improvement planning processes and identify opportunities to update procedures and provide for increased interdepartmental collaboration to address citywide needs and ensure that annual budgets and capital improvement plans align with the City’s financial long-range plan.

Leadership of the Finance Department has been stable with only two people holding the position of Finance Director since 1978. The City is a member of LOGIS, a technology consortium of local governments, and uses JD Edwards as its enterprise system. The Finance Department is responsible for developing and administering annual operating and capital budgets and financial plans; preparing financial reports and analyses; providing accounting services; ensuring adequate cash flow; managing debt issuance and administration; and overseeing a third-party investment manager. All utility billing is handled by the Shakopee Public Utilities Commission; payroll administration is processed by the City's Human Resources staff.

POSITION PROFILE

As a member of the City's management team, the Finance Director works collaboratively with departments to ensure effective and efficient delivery of municipal services. The position is responsible for prudent management of the City's financial assets and activities in accordance with state law and industry standards. The Finance Director oversees all aspects of the Department's operations and supervises department staff, which includes an accounting manager, accounting clerk and administrative assistant. The Finance Director reports to the City Administrator.

- Plans and coordinates preparation of the City's annual operating budget and long-term capital improvement plan.
- With the City Administrator and City Council, establishes policies, goals and objectives to achieve the City's short-term and long-term financial plans, goals and objectives and monitors and reports on progress in achieving financial goals.
- Develops and implements procedures to ensure strong internal controls for cash, receivables, payables and other accounting transactions, in order to reduce the risk of theft and/or fraud.
- Provides direct supervision to all Finance Department employees in accordance with City policies and applicable law, including the selection, development and training, work direction, performance appraisal and, when necessary, appropriate disciplinary action for all department personnel.
- Supervises accounting functions and provides for accurate reporting of the City's financial position.
- Works with fiscal consultants on the preparation and administration of new bond issues and economic incentive programs such as tax increment financing and tax abatements.
- Consults with financial advisors and government agencies to determine and recommend financing methods for operations and capital projects.
- Calculates and determines property tax levies and estimated impacts; submits required levy information to the county and the state.
- Maintains and updates the City's debt service position for use in budget preparation, establishing levies, and determinations on debt refinancing and refunding.
- Monitors and controls cash flow and investments for the City in accordance with established guidelines to achieve optimal utilization of cash, reduce idle funds and increase return on investment.
- Develops financial projections and recommends rates for sanitary sewer, storm drainage, internal service funds and fees for services.
- Serves as the primary liaison for the City's annual, external audit, providing information, documentation and coordination as requested by the auditor.
- Serves as a representative to the Shakopee Fire Relief Association Board.
- Keeps the City Administrator advised of developments within the Finance Department.

DESIRED CAPABILITIES

- Demonstrated proficiency in municipal finance and fund accounting with strong analytical and problem-solving capabilities.
- Approachable and responsive to the financial needs of City departments; provides ideas and serves as a sounding board.
- Understands and respects the roles of elected and appointed local government officials; provides accurate information and supports informed decision-making without becoming political.
- Department team leader who recognizes and gives credit to the efforts and accomplishment of other team members.
- Confident, well-prepared and self-assured; comfortable making presentations and responding to questions in public settings.
- Presents complex financial information and recommendations in clear terms that are understandable to others.
- Appreciates the importance of diverse cultures and acknowledges programs and expenditures that support cultural diversity.

EDUCATION & EXPERIENCE

Bachelor's degree in finance, business administration, accounting or a related field and five years of increasingly responsible local government finance experience required. Master's degree and/or completion of the Certified Public Finance Officers (CFPO) program and supervisory experience desired. Equivalent combination of education and experience will be considered. Must have a strong knowledge of municipal finance and government accounting principles. The ideal candidate will be an effective team leader who builds positive, professional working relationships within the City organization and with representatives of local, state and federal entities and private entities. Excellent communication and organizational management skills required.



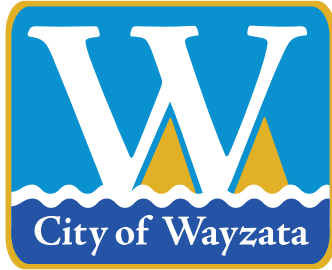
COMPENSATION & BENEFITS

Salary in the \$120,000s, depending upon experience and qualifications. Comprehensive benefits package including medical and dental insurance, paid vacation and sick leave, and pension.

APPLICATION & SELECTION PROCESS

Qualified candidates, please submit your cover letter and resume online by visiting our website at <https://waters-company.recruitmenthome.com/>. This position is open until filled; however, interested applicants are strongly encouraged to apply no later than Oct. 23, 2015. Following this date, applications will be screened against criteria outlined in this brochure. On-site interviews will be offered to those candidates named as finalists, with reference checks, background records checks, including credit history, and academic and employment verifications conducted after receiving candidates' permission. For more information please contact Sharon Klumpp at sklumpp@waters-company.com or by calling 651.223.3053 (office) or 651.270.6856 (mobile).





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 23, 2015
To: Mayor Willcox and Councilmembers
From: Heidi Nelson, City Manager
Steve McDonald, Contracted Finance Director
Subject: 2016 Budget

Introduction

Enclosed is the 2016 final budget as prepared by City staff.

A preliminary budget and tax levy was approved and certified in September that included a 2.95 percent levy increase. This increase has remained unchanged since the preliminary approval. The development of the annual budget is a comprehensive process that includes the Mayor and Council, staff input, budget work sessions, and ultimately the preparation of a final budget document to be approved by City Council in December. A goal of the General Fund was to continue the implementation of Council goals identified in the strategic plan while minimizing the tax levy increase.

Changes for 2016

The biggest change to the 2016 Budget is the consolidation of departmental transfers to various Capital Improvement Plan (CIP) funds into one line item in the unallocated account. The proposed transfer amount is \$715,774. In addition, maintenance items previously included in the CIP were transferred to the operating expenditures of specific departments within the general fund. That amount was \$63,500. The overall result of this change is minimal considering the same amount of money will be spent, the only difference is where the expenditure will be recorded.

Tax Levy Summary

Overall, the tax levy includes levies for general operations, City infrastructure and debt services. The levy includes an overall 2.95 percent increase from 2015. The 2015 budgeted and 2016 proposed tax levies are listed below:

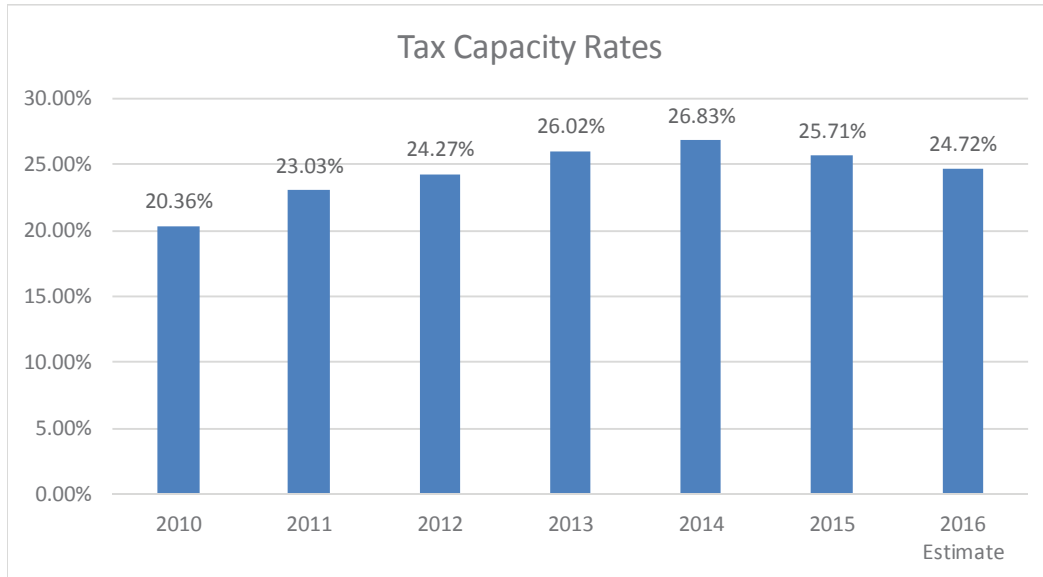
	2015	2016 Prelim	Increase (Decrease)	% change
General	\$ 3,926,983	\$ 4,056,795	\$ 129,812	3.31%
City infrastructure	210,000	210,000	-	NA
Bonds				
G.O. Street Reconstruction Bonds, Series 2009B (Ferndale)	34,815	34,030	(785)	-2.25%
2004A Big Woods	213,150	213,520	370	0.17%
Total City tax levy	<u>\$ 4,384,948</u>	<u>\$ 4,514,345</u>	<u>\$ 129,397</u>	<u>2.95%</u>

Summary of the City's Tax Capacity

The past two years with comparison to the average percentage change for Hennepin County is listed below:

	2014 Pay 2015	2015 Pay 2016	% Change (Wayzata)	% Change (Suburban Hennepin)
Commercial	\$ 5,872,020	\$ 6,092,540	3.76%	3.16%
Industrial	269,524	300,096	11.34%	-0.50%
Apartment	1,338,978	1,712,649	27.91%	16.78%
Residential	12,099,960	13,368,907	10.49%	10.14%
Other	25,200	25,200	0.00%	0.73%
Total	<u>\$ 19,605,682</u>	<u>\$ 21,499,392</u>	<u>9.66%</u>	<u>7.84%</u>

Following is a summary of Wayzata's tax rate history.



Overall, the effect of applying the 2016 tax rate to City parcels will result in the following changes to residents' City portion of their taxes.

Tax Comparison based on Payable 2015 taxes and proposed 2016 levy

		Decrease		Increase									
				.1-4.9%	% of Total	5-9.9%	% of Total	10-14.9%	% of Total	15-19.9%	% of Total	20% above	% of Total
Total	Parcels	Count	% of Total										
Residential	1089	489	44.90%	498	45.73%	80	7.35%	18	1.65%	3	0.28%	1	0.09%
Commercial/Indust	86	76	88.37%	1	1.16%	2	2.33%	5	5.81%	0	0.00%	2	2.33%
Apartments	18	10	55.56%	5	27.78%	2	11.11%	0	0.00%	0	0.00%	1	5.56%

Staffing

Data related to the number of full time equivalent positions is noted below:

Summary of FTES by Department	2012	2013	2014	2015	2016
Council	5.00	5.00	5.00	5.00	5.00
Administration	3.60	4.60	4.60	5.60	4.60
Streets	5.03	5.03	5.03	5.03	5.10
Parks	3.96	4.96	5.96	5.96	7.00
Engineering	1.00	1.00	1.00	2.00	1.85
Building inspection	1.58	2.58	2.58	2.58	2.58
Planning	1.00	1.00	1.00	1.00	1.00
Assessing	-	-	-	-	-
Police	13.00	13.00	13.60	13.60	14.35
Subtotal governmental	34.17	37.17	38.77	40.77	41.48
Water	2.86	2.86	2.86	2.86	2.95
Sewer	2.86	2.86	2.86	2.86	2.95
Storm	0.34	0.34	0.34	0.34	0.40
Motor Vehicle	2.00	2.00	4.75	4.75	5.00
Liquor operations	23.53	31.41	31.41	31.41	35.00
Recycling					
Subtotal enterprise	31.59	39.47	42.22	42.22	46.30
Total	65.76	76.64	80.99	82.99	87.78
Wage COLA	0.00%	1.50%	2.00%	2.00%	2.00%

Summary of Changes:

- Continued implementation of the Compensation and Class program with a Step system for the majority of the employees and a performance program for department heads. The 2016 budget assumes an increase of 2 percent in the cost of living plus step increases per the approved pay plan.
- Health insurance premiums are scheduled to increase 11.5 percent.
- Changes in staffing include the elimination of the Administrative Services Director position (funding for consulting services in Administration and finance budget), the addition of a police officer (hired beginning of year), and the addition of a parks maintenance employee (hired 2nd qtr.) and the dock master position.

General Fund Budget Summary

	Actual		Budget			Percent
	2013	2014	2015	2016	Increase / Decrease From PY	Change
REVENUES						
Taxes	3,947,401	4,025,293	3,926,983	4,056,795	129,812	3.00%
Franchise fees	80,732	79,619	82,000	82,000	0	0.00%
Licenses and permits	708,478	793,420	382,800	405,225	22,425	6.00%
Intergovernmental	294,665	224,836	143,000	183,400	40,400	28.00%
Charges for services	830,093	832,032	710,327	698,084	-12,243	-2.00%
Fines and forfeitures	71,154	78,985	65,500	73,500	8,000	12.00%
Interest	535	40,734	22,000	35,000	13,000	59.00%
Miscellaneous	39,182	15,317	3,000	5,000	2,000	67.00%
Transfers in	125,000	125,000	165,000	190,000	25,000	15.00%
TOTAL REVENUES	6,097,240	6,215,236	5,500,610	5,729,004	228,394	3.57%
	Actual		Budget			Percent
	2013	2014	2015	2016	Increase / Decrease From PY	Change
EXPENDITURES						
Mayor and council	\$36,179	\$36,730	\$45,036	46,236	1,200	3.00%
Administrative and finance	886,363	666,398	706,734	681,262	(25,472)	-4.00%
Assessing	46,230	51,607	52,500	53,500	1,000	2.00%
Planning and zoning	105,294	108,840	114,485	123,038	8,553	7.00%
General government buildings	166,877	178,075	182,515	219,300	36,785	20.00%
Water resource contract	-	-	-	-		
Police protection	1,392,537	1,473,630	1,501,989	1,649,689	147,700	10.00%
Fire protection	294,466	317,706	323,249	344,305	21,056	7.00%
Building inspections	223,935	224,793	231,429	255,127	23,698	10.00%
Emergency management	4,626	2,599	5,350	5,350	-	0.00%
Health inspections	31,416	28,433	32,000	32,000	-	0.00%
Streets	467,651	478,769	508,532	549,125	40,593	8.00%
Street lighting	72,726	68,545	69,000	72,750	3,750	5.00%
Engineering	108,870	112,714	172,328	195,626	23,298	14.00%
Parks, recreation and forestry	381,580	365,734	424,458	543,922	119,464	28.00%
Unallocated	225,138	177,391	354,500	957,774	603,274	170.00%
Capital outlay	4,979	1,686	6,000	-	(6,000)	
Capital outlay - public safety	-	-	-	-		
Operating transfers out	1,568,991	1,756,636	770,505	-	(770,505)	-100.00%
TOTAL EXPENDITURES	6,017,857	6,050,286	5,500,610	5,729,004	228,394	3.57%
Excess (Deficient) Revenue	\$79,383	\$164,950	-	\$ -	\$ -	

Revenue changes:

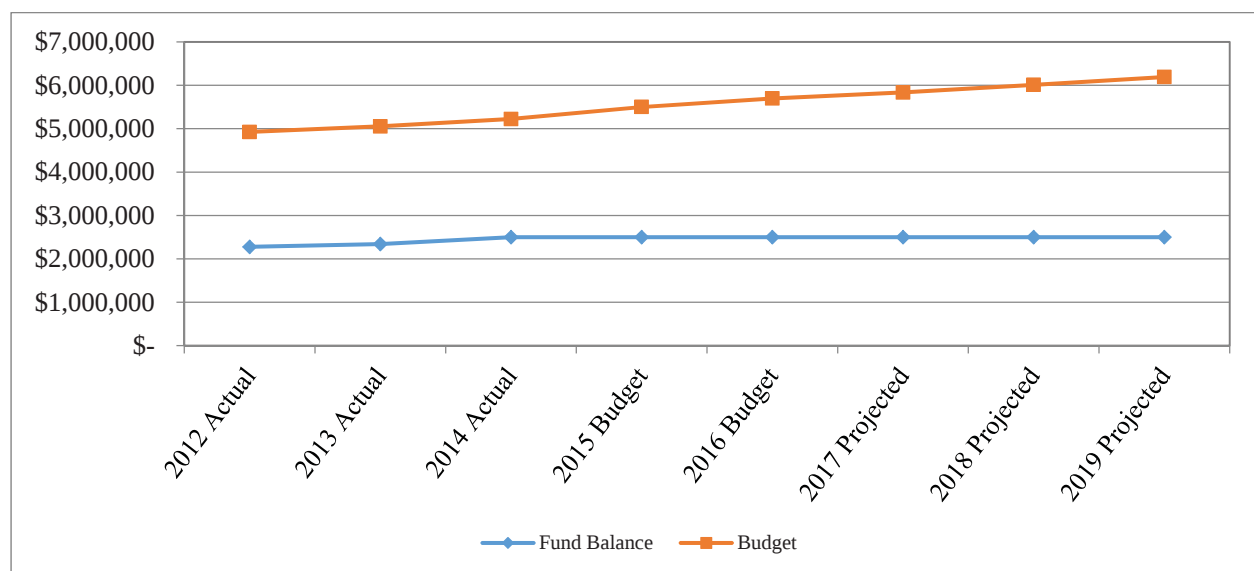
- Decrease in Charges for Services to reflect a reduction in the amount of the proposed police contract with Long Lake.
- Intergovernmental increased to reflect actual receipts of police and fire aid.
- Minimal increase in License and permits due to continued building activity.

Expenditure changes:

- Administrative costs decreased to reflect charge of consultant cost to affected enterprise funds.
- Maintenance items previously budgeted in the CIP have been added to Building
- Police increased mainly due to hiring CSO and an additional officer.
- Operations and Maintenance and Parks departments. Total added is \$63,500. Examples of projects include:
 - Prairie maintenance of City Hall and Mill Street.
 - Update Parks and Recreation Brochure
 - Initiate Parks programs through City web site.
 - Replace garage aprons at Public Works.
- Funding (\$10,000) to support the operation of the trolley is included.
- Parks programming position (\$20,000) to be funded as a pilot project for 2016 with 2015 year end revenue; potentially offset by fundraising.

General Fund Balance

Wayzata's fund balance policy states that the City will maintain an unassigned fund balance of 40% of the next year's budgeted expenditures of the General Fund. A summary of the general fund balance history and 2016 budget is as follows:



CITY OF WAYZATA

2016 BUDGET

Heidi Nelson
City Manager

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**CITY OF WAYZATA
2016 CITY OFFICIALS**

Mayor:

Ken Willcox

Term Expires

December 31, 2016

Council Members:

Johanna McCarthy

December 31, 2018

Steven Tyacke

December 31, 2018

Andrew Mullin

December 31, 2016

Bridget Anderson

December 31, 2016

City Manager:

Heidi Nelson

Appointed

Police Chief:

Mike Risvold

Fire Chief:

Kevin Klapprich

Director of Public Service:

David Dudinsky

RESOLUTION NO. 46-2015
RESOLUTION CERTIFYING TO THE COUNTY AUDITOR
THE FINAL PROPERTY TAX LEVY PAYABLE FOR 2016 AND THE FINAL BUDGET
FOR THE TAXES PAYABLE YEAR 2016

WHEREAS, State Statutes require that the preliminary tax levy requirements to meet the annual budget be certified to the County Auditor by December 20, 2015;

NOW, THEREFORE, BE IT RESOLVED by the City Council of Wayzata, Minnesota, that the following preliminary tax levy requirements be and they hereby are adopted for the year payable 2016.

BE IT FURTHER RESOLVED that the Auditor of Hennepin County is hereby authorized to cancel all other levies previously scheduled to be collected in 2016 due to an accumulation of sufficient reserves in each fund:

Description		2015	2016
General Fund Levy		\$ 3,926,983	\$ 4,056,795
	City Infrastructure	210,000	210,000
Total Levy		\$ 4,136,983	\$ 4,266,795
Debt Levy	Levy for Street bonding (Ferndale)	\$ 34,815	\$ 34,030
MV Levy	Big Woods bonding debt service	\$ 213,150	\$ 213,520

BE IT FURTHER RESOLVED that the City Manager is hereby directed to forward a certified copy of this Resolution to the Auditor of Hennepin County.

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

ATTEST:

Mayor Ken Willcox

City Manager Heidi Nelson

CITY OF WAYZATA
2016 General Fund Budget Summary

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Dept Descr	2014 Amount	2015 Budget	2016 Budget
Act Type R Revenue			
All Departments	\$5,532,481.89	\$4,887,333.00	\$5,093,954.00
Police	\$547,863.61	\$513,777.00	\$515,650.00
Fire	\$120,982.13	\$99,500.00	\$119,400.00
Act Type R Revenue	\$6,201,327.63	\$5,500,610.00	\$5,729,004.00
Act Type E Expenditure			
Mayor and Council	-\$36,730.32	-\$45,036.00	-\$46,236.00
Administration & Finance	-\$1,826,963.79	-\$887,984.00	-\$681,262.00
Assessing	-\$51,607.00	-\$52,500.00	-\$53,500.00
Planning and Zoning	-\$108,839.62	-\$114,485.00	-\$123,038.00
Building Operations & Maint.	-\$200,574.81	-\$205,015.00	-\$219,300.00
Police	-\$1,493,085.00	-\$1,500,589.00	-\$1,595,689.00
Crime Control and Investigate	-\$38,840.96	-\$60,500.00	-\$54,000.00
Fire	-\$500,706.28	-\$499,249.00	-\$344,305.00
Building Inspection	-\$224,793.03	-\$233,929.00	-\$255,127.00
Emergency Management	-\$2,598.95	-\$5,350.00	-\$5,350.00
Streets	-\$714,969.25	-\$745,732.00	-\$549,125.00
Health Inspections	-\$28,443.00	-\$32,000.00	-\$32,000.00
Engineering	-\$125,414.20	-\$185,028.00	-\$195,626.00
Parks	-\$450,784.47	-\$509,713.00	-\$543,922.00
Boulevard Maint. And lighting	-\$68,545.41	-\$69,000.00	-\$72,750.00
Unallocated Expenditures	-\$177,390.65	-\$354,500.00	-\$957,774.00
Act Type E Expenditure	-\$6,050,286.74	-\$5,500,610.00	-\$5,729,004.00
	\$151,040.89	\$0.00	\$0.00

CITY OF WAYZATA
Revenue Summary - 2016 Budget

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Source	Source Descr	2014 Amt	2015 Budget	2016 Budget
GASB Source Descr				
34107	Passport Processing	\$10,340.00	\$0.00	\$0.00
GASB Source Descr		\$10,340.00	\$0.00	\$0.00
GASB Source Descr Charges for Services				
34104	Plan Check Fee	\$239,768.80	\$95,000.00	\$101,425.00
34105	Copies	\$151.56	\$50.00	\$50.00
34106	Project Inspection	\$102,774.80	\$147,000.00	\$147,000.00
34108	Admin Charges to Other Funds	\$0.00	\$0.00	\$0.00
34108	Admin Charges to Other Funds	\$23,416.80	\$45,200.00	\$45,000.00
34109	Police Charges for Services	\$24,312.18	\$8,000.00	\$8,000.00
34110	Planning Charges	\$0.00	\$0.00	\$0.00
34190	Charges for Services/Gen Gov t	\$39,098.10	\$20,000.00	\$27,859.00
34201	Fire Contracts	\$54,151.00	\$54,000.00	\$54,000.00
34203	Fire Misc.	\$25.00	\$500.00	\$0.00
34211	Accidents Reports	\$168.00	\$150.00	\$150.00
34212	Fingerprinting	\$1,366.00	\$1,000.00	\$1,200.00
34213	Impound Fees	\$280.00	\$300.00	\$300.00
34214	Alarm Charges	\$6,313.65	\$2,000.00	\$2,000.00
34942	Grave Openings	\$8,834.51	\$5,000.00	\$5,000.00
34998	Police Services - Long Lake	\$302,352.00	\$311,427.00	\$285,000.00
36211	Blvd. Lights & Maint.	\$79,619.19	\$82,000.00	\$82,000.00
36221	Library Rent	\$14,378.05	\$16,400.00	\$16,700.00
36222	Depot Rent	\$4,300.00	\$4,300.00	\$4,400.00
GASB Source Descr Charges for Services		\$901,309.64	\$792,327.00	\$780,084.00
GASB Source Descr Fines & Forfeitures				
35101	Court Fines	\$77,847.35	\$65,000.00	\$73,000.00
35103	Administrative PD Fines	\$150.00	\$0.00	\$0.00
35106	Misc Fines	\$988.25	\$500.00	\$500.00
GASB Source Descr Fines & Forfeitures		\$78,985.60	\$65,500.00	\$73,500.00
GASB Source Descr General Property Tax				
31010	Property Taxes	\$4,025,292.57	\$3,926,983.00	\$4,056,795.00
GASB Source Descr General Property Tax		\$4,025,292.57	\$3,926,983.00	\$4,056,795.00
GASB Source Descr Interest				
36210	Interest Earnings	\$36,507.79	\$22,000.00	\$35,000.00
GASB Source Descr Interest		\$36,507.79	\$22,000.00	\$35,000.00
GASB Source Descr Intergovernmental				
33160	Other Federal Grants	\$0.00	\$0.00	\$0.00
33416	Police Training Reimbursement	\$3,861.72	\$3,000.00	\$3,000.00
33420	Insurance Premium Tax-Fire	\$62,956.13	\$45,000.00	\$63,000.00
33421	Insurance Premium Tax-Police	\$91,391.82	\$70,000.00	\$90,000.00
33422	Misc State Aid Grants	\$3,850.00	\$0.00	\$2,400.00
33422	Misc State Aid Grants	\$9,145.36	\$5,000.00	\$5,000.00
33422	Misc State Aid Grants	\$29,982.55	\$20,000.00	\$20,000.00
33620	Other County Grants/Aid	\$3,648.48	\$0.00	\$0.00
GASB Source Descr Intergovernmental		\$204,836.06	\$143,000.00	\$183,400.00
GASB Source Descr Licenses & permits				
32110	Alcoholic Beverages	\$97,429.67	\$90,500.00	\$90,500.00
32120	Health	\$52,234.49	\$36,000.00	\$36,000.00
32140	Cigarette License	\$250.00	\$400.00	\$250.00

Source	Source Descr	2014 Amt	2015 Budget	2016 Budget
32160	Trade License	\$6,256.00	\$4,500.00	\$4,500.00
32180	Rental License	\$16,681.00	\$15,000.00	\$16,400.00
32190	Misc License	\$9,389.00	\$7,400.00	\$5,000.00
32210	Building Permits	\$394,338.63	\$162,900.00	\$178,175.00
32222	Heating Permits	\$108,524.50	\$27,600.00	\$31,550.00
32230	Plumbing Permits	\$75,422.16	\$15,000.00	\$20,350.00
32240	Animal Licenses	\$2,622.00	\$2,200.00	\$2,500.00
32250	Beach Parking Permits	\$2,775.84	\$1,300.00	\$0.00
32290	Misc Permits	\$27,496.35	\$20,000.00	\$20,000.00
GASB Source Descr Licenses & permits		\$793,419.64	\$382,800.00	\$405,225.00
GASB Source Descr Other				
39101	Sales of General Fixed Assets	\$0.00	\$0.00	\$0.00
39200	Interfund Operating Transfers	\$145,000.00	\$165,000.00	\$190,000.00
39400	Misc.Revenues	\$5,636.33	\$3,000.00	\$5,000.00
GASB Source Descr Other		\$150,636.33	\$168,000.00	\$195,000.00
		\$6,201,327.63	\$5,500,610.00	\$5,729,004.00

CITY OF WAYZATA
General Fund Expenditure Summary - Budget

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Dept	Dept Descr	2013 Amount	2015 Budget	2016 Budget
GASB Function Descr Community Services				
Dept Descr Parks				
Dept Descr Parks		\$450,784.47	\$509,713.00	\$543,922.00
GASB Function Descr Community Servic		\$450,784.47	\$509,713.00	\$543,922.00
GASB Function Descr General Government				
Dept Descr Administration & Finance				
Dept Descr Administration & Financ		\$1,826,963.79	\$887,984.00	\$681,262.00
Dept Descr Assessing				
Dept Descr Assessing		\$51,607.00	\$52,500.00	\$53,500.00
Dept Descr Building Operations & Maint.				
Dept Descr Building Operations & M		\$200,574.81	\$205,015.00	\$219,300.00
Dept Descr Mayor and Council				
Dept Descr Mayor and Council		\$36,730.32	\$45,036.00	\$46,236.00
Dept Descr Planning and Zoning				
Dept Descr Planning and Zoning		\$108,839.62	\$114,485.00	\$123,038.00
GASB Function Descr General Governm		\$2,224,715.54	\$1,305,020.00	\$1,123,336.00
GASB Function Descr Other				
Dept Descr Unallocated Expenditures				
Dept Descr Unallocated Expenditure		\$177,390.65	\$299,500.00	\$957,774.00
GASB Function Descr Other		\$177,390.65	\$299,500.00	\$957,774.00
GASB Function Descr Public Safety				
Dept Descr Building Inspection				
Dept Descr Building Inspection		\$224,793.03	\$233,929.00	\$255,127.00
Dept Descr Crime Control and Investigate				
Dept Descr Crime Control and Inves		\$38,840.96	\$60,500.00	\$54,000.00
Dept Descr Emergency Management				
Dept Descr Emergency Managemen		\$2,598.95	\$5,350.00	\$5,350.00
Dept Descr Fire				
Dept Descr Fire		\$500,706.28	\$499,249.00	\$344,305.00
Dept Descr Health Inspections				
Dept Descr Health Inspections		\$28,443.00	\$32,000.00	\$32,000.00
Dept Descr Police				
Dept Descr Police		\$1,493,085.00	\$1,500,589.00	\$1,595,689.00
GASB Function Descr Public Safety		\$2,288,467.22	\$2,331,617.00	\$2,286,471.00
GASB Function Descr Public Works				
Dept Descr Boulevard Maint. And lighting				
Dept Descr Boulevard Maint. And lig		\$68,545.41	\$69,000.00	\$72,750.00
Dept Descr Engineering				
Dept Descr Engineering		\$125,414.20	\$185,028.00	\$195,626.00
Dept Descr Streets				
Dept Descr Streets		\$714,969.25	\$745,732.00	\$549,125.00
GASB Function Descr Public Works		\$908,928.86	\$999,760.00	\$817,501.00

Dept	Dept Descr	2013 Amount	2015 Budget	2016 Budget
		\$6,050,286.74	\$5,445,610.00	\$5,729,004.00

CITY OF WAYZATA
2016 Budget

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Account Descr	2014 Amt	2015 Budget	2016 Budget	%Diff from Cur Yr 2015
FUND 101 GENERAL FUND				
Dept 41100 Mayor and Council				
E 101-41100-103 Part-Time Employees	\$16,500.00	\$24,000.00	\$24,000.00	0.00%
E 101-41100-122 FICA	\$1,262.32	\$1,836.00	\$1,836.00	0.00%
E 101-41100-210 Operating Supplies (GENERAL)	\$543.89	\$200.00	\$200.00	0.00%
E 101-41100-302 Consultants	\$10,884.87	\$10,000.00	\$11,000.00	10.00%
E 101-41100-331 Mileage & Expense Account	\$2,155.45	\$1,800.00	\$1,800.00	0.00%
E 101-41100-433 Dues, Licensing & Seminars	\$1,035.00	\$1,000.00	\$1,000.00	0.00%
E 101-41100-493 Volunteer program	\$3,910.88	\$6,000.00	\$6,000.00	0.00%
E 101-41100-499 Miscellaneous	\$437.91	\$200.00	\$400.00	100.00%
Dept 41100 Mayor and Council	\$36,730.32	\$45,036.00	\$46,236.00	2.66%

Account Descr	2014 Amt	2015 Budget	2016 Budget	%Diff from Cur Yr 2015
Dept 41500 Administration & Finance				
E 101-41500-101 Full-Time Employees Regular	\$309,382.11	\$344,995.00	\$308,437.00	-10.60%
E 101-41500-103 Part-Time Employees	\$17,863.67	\$26,891.00	\$27,844.00	3.54%
E 101-41500-121 PERA	\$23,405.80	\$26,826.00	\$24,156.00	-9.95%
E 101-41500-122 FICA	\$24,182.96	\$27,363.00	\$26,490.00	-3.19%
E 101-41500-130 Employer Paid Ins	\$40,813.93	\$48,899.00	\$44,835.00	-8.31%
E 101-41500-200 Office Supplies (GENERAL)	\$13,380.79	\$11,000.00	\$11,000.00	0.00%
E 101-41500-301 Auditing and Acct g Services	\$49,213.75	\$39,000.00	\$63,000.00	61.54%
E 101-41500-302 Consultants	\$21,631.75	\$15,000.00	\$10,000.00	-33.33%
E 101-41500-304 Legal Fees	\$83,244.98	\$78,000.00	\$80,000.00	2.56%
E 101-41500-306 Personnel Expense	\$6,053.68	\$2,500.00	\$2,500.00	0.00%
E 101-41500-311 Data Processing	\$32,912.20	\$43,260.00	\$38,000.00	-12.16%
E 101-41500-331 Mileage & Expense Account	\$4,159.20	\$3,500.00	\$3,500.00	0.00%
E 101-41500-350 Printing & Publishing	\$4,751.82	\$5,000.00	\$5,000.00	0.00%
E 101-41500-404 Repairs/Maint - Machin/Equip	\$3,016.45	\$5,000.00	\$5,000.00	0.00%
E 101-41500-433 Dues, Licensing & Seminars	\$18,731.52	\$12,000.00	\$15,000.00	25.00%
E 101-41500-497 Credit Card Fees	\$7,031.53	\$10,000.00	\$8,000.00	-20.00%
E 101-41500-499 Miscellaneous	\$6,621.66	\$7,500.00	\$7,500.00	0.00%
E 101-41500-540 Equipment	\$189.99	\$1,000.00	\$1,000.00	0.00%
E 101-41500-720 Operating Transfers - Equip.	\$90,300.00	\$105,250.00	\$0.00	-100.00%
E 101-41500-721 Operating Transfers - Building	\$1,070,076.00	\$75,000.00	\$0.00	-100.00%
Dept 41500 Administration & Finance	\$1,826,963.79	\$887,984.00	\$681,262.00	-23.28%

Account Descr	2014 Amt	2015 Budget	2016 Budget	%Diff from Cur Yr 2015
Dept 41550 Assessing				
E 101-41550-210 Operating Supplies (GENERAL)	\$0.00	\$500.00	\$500.00	0.00%
E 101-41550-302 Consultants	\$51,607.00	\$52,000.00	\$53,000.00	1.92%
Dept 41550 Assessing	\$51,607.00	\$52,500.00	\$53,500.00	1.90%

Account Descr	2014 Amt	2015 Budget	2016 Budget	%Diff from Cur Yr 2015
Dept 41910 Planning and Zoning				
E 101-41910-101 Full-Time Employees Regular	\$79,094.88	\$80,677.00	\$83,909.00	4.01%
E 101-41910-121 PERA	\$5,734.56	\$6,051.00	\$6,293.00	4.00%
E 101-41910-122 FICA	\$6,027.84	\$6,172.00	\$6,419.00	4.00%
E 101-41910-130 Employer Paid Ins	\$9,530.40	\$10,085.00	\$13,917.00	38.00%
E 101-41910-210 Operating Supplies (GENERAL)	\$41.30	\$0.00	\$0.00	0.00%
E 101-41910-302 Consultants	\$3,740.70	\$5,500.00	\$5,000.00	-9.09%
E 101-41910-331 Mileage & Expense Account	\$148.21	\$500.00	\$500.00	0.00%
E 101-41910-433 Dues, Licensing & Seminars	\$3,498.82	\$3,000.00	\$3,500.00	16.67%
E 101-41910-492 HPB	\$1,000.00	\$2,500.00	\$3,500.00	40.00%
E 101-41910-499 Miscellaneous	\$22.91	\$0.00	\$0.00	0.00%
Dept 41910 Planning and Zoning	\$108,839.62	\$114,485.00	\$123,038.00	7.47%

Account Descr	2014 Amt	2015 Budget	2016 Budget	%Diff from Cur Yr 2015
Dept 41940 Building Operations & Maint.				
E 101-41940-210 Operating Supplies (GENERAL)	\$4,944.03	\$4,000.00	\$4,000.00	0.00%
E 101-41940-321 Telephone	\$20,647.12	\$20,000.00	\$23,000.00	15.00%
E 101-41940-324 Internet/Web Page	\$0.00	\$4,115.00	\$0.00	-100.00%
E 101-41940-381 Electric Utilities	\$47,877.04	\$50,000.00	\$50,000.00	0.00%
E 101-41940-383 Fuel, oil and natural gas	\$30,945.71	\$32,000.00	\$32,000.00	0.00%
E 101-41940-386 Other Utilities	\$5,594.07	\$5,000.00	\$5,000.00	0.00%
E 101-41940-401 Repairs/Maint Buildings	\$23,236.20	\$15,000.00	\$50,600.00	237.33%
E 101-41940-404 Repairs/Maint - Machin/Equip	\$14,734.88	\$20,000.00	\$22,300.00	11.50%
E 101-41940-409 Maint services & Improv	\$29,187.85	\$32,000.00	\$32,000.00	0.00%
E 101-41940-499 Miscellaneous	\$907.91	\$400.00	\$400.00	0.00%
E 101-41940-721 Operating Transfers - Building	\$22,500.00	\$22,500.00	\$0.00	-100.00%
Dept 41940 Building Operations & Maint.	\$200,574.81	\$205,015.00	\$219,300.00	6.97%

Account Descr	2014 Amt	2015 Budget	2016 Budget	%Diff from Cur Yr 2015
Dept 42100 Police				
E 101-42100-101 Full-Time Employees Regular	\$959,075.84	\$964,621.00	\$1,059,932.00	9.88%
E 101-42100-102 Overtime	\$23,924.20	\$20,400.00	\$21,000.00	2.94%
E 101-42100-103 Part-Time Employees	\$15,573.75	\$22,600.00	\$28,080.00	24.25%
E 101-42100-105 Temporary Employees Overtime	\$10,878.97	\$8,000.00	\$11,000.00	37.50%
E 101-42100-121 PERA	\$145,804.85	\$146,054.00	\$156,682.00	7.28%
E 101-42100-122 FICA	\$14,759.91	\$19,174.00	\$20,480.00	6.81%
E 101-42100-130 Employer Paid Ins	\$158,733.79	\$150,126.00	\$185,115.00	23.31%
E 101-42100-200 Office Supplies (GENERAL)	\$2,302.04	\$2,200.00	\$2,300.00	4.55%
E 101-42100-210 Operating Supplies (GENERAL)	\$3,173.11	\$3,200.00	\$3,300.00	3.13%
E 101-42100-212 Motor Fuels	\$27,496.49	\$33,214.00	\$30,700.00	-7.57%
E 101-42100-217 Uniforms	\$10,738.20	\$11,000.00	\$11,000.00	0.00%
E 101-42100-240 Small Tools and Minor Equip	\$767.70	\$1,000.00	\$1,050.00	5.00%
E 101-42100-306 Personnel Expense	\$0.00	\$1,000.00	\$1,000.00	0.00%
E 101-42100-309 Contractual Services	\$12,119.20	\$12,500.00	\$13,000.00	4.00%
E 101-42100-323 Radio Units	\$14,855.09	\$15,500.00	\$15,800.00	1.94%
E 101-42100-331 Mileage & Expense Account	\$2,205.78	\$2,000.00	\$2,000.00	0.00%
E 101-42100-350 Printing & Publishing	\$1,412.05	\$1,700.00	\$1,700.00	0.00%
E 101-42100-404 Repairs/Maint - Machin/Equip	\$12,552.29	\$9,000.00	\$9,200.00	2.22%
E 101-42100-409 Maint services & Improv	\$1,069.98	\$600.00	\$650.00	8.33%
E 101-42100-433 Dues, Licensing & Seminars	\$2,111.00	\$2,100.00	\$2,200.00	4.76%
E 101-42100-434 Training and schools	\$13,352.31	\$13,000.00	\$14,500.00	11.54%
E 101-42100-499 Miscellaneous	\$1,882.19	\$2,500.00	\$2,500.00	0.00%
E 101-42100-540 Equipment	\$1,496.26	\$2,500.00	\$2,500.00	0.00%
E 101-42100-720 Operating Transfers - Equip.	\$46,800.00	\$46,600.00	\$0.00	-100.00%
E 101-42100-721 Operating Transfers - Building	\$10,000.00	\$10,000.00	\$0.00	-100.00%
Dept 42100 Police	\$1,493,085.00	\$1,500,589.00	\$1,595,689.00	6.34%

Account Descr	2014 Amt	2015 Budget	2016 Budget	%Diff from Cur Yr 2015
Dept 42120 Crime Control and Investigate				
E 101-42120-304 Legal Fees	\$35,747.10	\$50,000.00	\$47,000.00	-6.00%
E 101-42120-308 Prisoner Care	\$3,018.17	\$9,000.00	\$6,000.00	-33.33%
E 101-42120-309 Contractual Services	\$75.69	\$1,500.00	\$1,000.00	-33.33%
Dept 42120 Crime Control and Investigate	\$38,840.96	\$60,500.00	\$54,000.00	-10.74%

Account Descr	2014 Amt	2015 Budget	2016 Budget	%Diff from Cur Yr 2015
Dept 42200 Fire				
E 101-42200-103 Part-Time Employees	\$96,151.26	\$103,000.00	\$103,000.00	0.00%
E 101-42200-122 FICA	\$7,355.55	\$7,880.00	\$7,880.00	0.00%
E 101-42200-200 Office Supplies (GENERAL)	\$35.28	\$200.00	\$200.00	0.00%
E 101-42200-210 Operating Supplies (GENERAL)	\$7,835.42	\$7,500.00	\$7,500.00	0.00%
E 101-42200-212 Motor Fuels	\$5,650.20	\$4,194.00	\$4,050.00	-3.43%
E 101-42200-217 Uniforms	\$8,888.46	\$11,000.00	\$12,000.00	9.09%
E 101-42200-240 Small Tools and Minor Equip	\$8,317.75	\$9,000.00	\$9,000.00	0.00%
E 101-42200-241 Safety equip/testings	\$8,218.15	\$8,000.00	\$8,000.00	0.00%
E 101-42200-306 Personnel Expense	\$9,557.22	\$10,000.00	\$10,000.00	0.00%
E 101-42200-323 Radio Units	\$16,984.63	\$20,000.00	\$20,000.00	0.00%
E 101-42200-331 Mileage & Expense Account	\$956.84	\$2,500.00	\$2,500.00	0.00%
E 101-42200-381 Electric Utilities	\$4,922.49	\$4,500.00	\$5,000.00	11.11%
E 101-42200-383 Fuel, oil and natural gas	\$4,073.85	\$10,000.00	\$10,000.00	0.00%
E 101-42200-404 Repairs/Maint - Machin/Equip	\$17,430.18	\$17,000.00	\$17,000.00	0.00%
E 101-42200-409 Maint services & Improv	\$2,480.00	\$2,300.00	\$3,500.00	52.17%
E 101-42200-433 Dues, Licensing & Seminars	\$1,873.00	\$3,000.00	\$3,000.00	0.00%
E 101-42200-434 Training and schools	\$4,600.00	\$9,000.00	\$10,000.00	11.11%
E 101-42200-437 Payments to Organizations	\$45,675.00	\$45,675.00	\$45,675.00	0.00%
E 101-42200-438 Payment to Fire Relief 2% Aid	\$62,956.13	\$45,000.00	\$63,000.00	40.00%
E 101-42200-499 Miscellaneous	\$3,744.87	\$3,500.00	\$3,000.00	-14.29%
E 101-42200-720 Operating Transfers - Equip.	\$158,000.00	\$153,000.00	\$0.00	-100.00%
E 101-42200-721 Operating Transfers - Building	\$25,000.00	\$23,000.00	\$0.00	-100.00%
Dept 42200 Fire	\$500,706.28	\$499,249.00	\$344,305.00	-31.04%

Account Descr	2014 Amt	2015 Budget	2016 Budget	%Diff from Cur Yr 2015
Dept 42400 Building Inspection				
E 101-42400-101 Full-Time Employees Regular	\$141,914.48	\$141,915.00	\$152,451.00	7.42%
E 101-42400-103 Part-Time Employees	\$29,748.46	\$26,000.00	\$30,345.00	16.71%
E 101-42400-121 PERA	\$12,068.81	\$12,169.00	\$13,285.00	9.17%
E 101-42400-122 FICA	\$12,588.65	\$12,575.00	\$13,716.00	9.07%
E 101-42400-130 Employer Paid Ins	\$21,575.28	\$20,170.00	\$24,330.00	20.62%
E 101-42400-200 Office Supplies (GENERAL)	\$142.29	\$300.00	\$300.00	0.00%
E 101-42400-212 Motor Fuels	\$802.03	\$600.00	\$500.00	-16.67%
E 101-42400-304 Legal Fees	\$0.00	\$2,500.00	\$2,500.00	0.00%
E 101-42400-309 Contractual Services	\$0.00	\$7,000.00	\$7,000.00	0.00%
E 101-42400-331 Mileage & Expense Account	\$0.00	\$500.00	\$500.00	0.00%
E 101-42400-404 Repairs/Maint - Machin/Equip	\$783.39	\$200.00	\$200.00	0.00%
E 101-42400-433 Dues, Licensing & Seminars	\$5,070.00	\$7,000.00	\$7,000.00	0.00%
E 101-42400-499 Miscellaneous	\$99.64	\$500.00	\$500.00	0.00%
E 101-42400-540 Equipment	\$0.00	\$2,500.00	\$2,500.00	0.00%
Dept 42400 Building Inspection	\$224,793.03	\$233,929.00	\$255,127.00	9.06%

Account Descr	2014 Amt	2015 Budget	2016 Budget	%Diff from Cur Yr 2015
Dept 43200 Health Inspections				
E 101-43200-210 Operating Supplies (GENERAL)	\$49.25	\$0.00	\$0.00	0.00%
E 101-43200-309 Contractual Services	\$28,393.75	\$32,000.00	\$32,000.00	0.00%
Dept 43200 Health Inspections	\$28,443.00	\$32,000.00	\$32,000.00	0.00%

Account Descr	2014 Amt	2015 Budget	2016 Budget	%Diff from Cur Yr 2015
Dept 42500 Emergency Management				
E 101-42500-409 Maint services & Improv	\$1,151.31	\$3,700.00	\$2,700.00	-27.03%
E 101-42500-433 Dues, Licensing & Seminars	\$1,447.64	\$1,650.00	\$2,650.00	60.61%
Dept 42500 Emergency Management	\$2,598.95	\$5,350.00	\$5,350.00	0.00%

Account Descr	2014 Amt	2015 Budget	2016 Budget	%Diff from Cur Yr 2015
Dept 43100 Streets				
E 101-43100-101 Full-Time Employees Regular	\$259,553.29	\$272,206.00	\$291,814.00	7.20%
E 101-43100-102 Overtime	\$22,712.06	\$15,000.00	\$20,000.00	33.33%
E 101-43100-103 Part-Time Employees	\$1,809.02	\$5,400.00	\$5,500.00	1.85%
E 101-43100-121 PERA	\$19,628.37	\$21,285.00	\$23,131.00	8.67%
E 101-43100-122 FICA	\$19,510.06	\$22,124.00	\$24,014.00	8.54%
E 101-43100-130 Employer Paid Ins	\$53,054.14	\$58,317.00	\$63,566.00	9.00%
E 101-43100-200 Office Supplies (GENERAL)	\$1,558.78	\$1,000.00	\$1,000.00	0.00%
E 101-43100-210 Operating Supplies (GENERAL)	\$4,413.46	\$4,200.00	\$4,300.00	2.38%
E 101-43100-212 Motor Fuels	\$20,255.96	\$22,200.00	\$21,500.00	-3.15%
E 101-43100-216 Chemicals and Chem Products	\$13,295.64	\$14,400.00	\$14,800.00	2.78%
E 101-43100-217 Uniforms	\$1,591.38	\$1,600.00	\$1,600.00	0.00%
E 101-43100-220 Repair/Maint Supply (GENERAL)	\$16,527.17	\$16,400.00	\$21,300.00	29.88%
E 101-43100-226 Sign Repair Materials	\$16,727.56	\$13,800.00	\$14,100.00	2.17%
E 101-43100-229 Dirt, Sand and gravel	\$7,905.53	\$10,400.00	\$10,700.00	2.88%
E 101-43100-240 Small Tools and Minor Equip	\$1,033.26	\$1,800.00	\$2,400.00	33.33%
E 101-43100-241 Safety equip/testings	\$1,512.32	\$1,600.00	\$1,600.00	0.00%
E 101-43100-303 Engineering Fees	\$209.48	\$700.00	\$700.00	0.00%
E 101-43100-323 Radio Units	\$1,941.29	\$2,900.00	\$3,000.00	3.45%
E 101-43100-331 Mileage & Expense Account	\$704.20	\$1,200.00	\$1,200.00	0.00%
E 101-43100-404 Repairs/Maint - Machin/Equip	\$2,531.52	\$6,100.00	\$6,200.00	1.64%
E 101-43100-409 Maint services & Improv	\$5,976.40	\$10,700.00	\$11,200.00	4.67%
E 101-43100-415 Other Equipment Rentals	\$3,842.00	\$2,000.00	\$2,200.00	10.00%
E 101-43100-433 Dues, Licensing & Seminars	\$1,722.59	\$2,600.00	\$2,700.00	3.85%
E 101-43100-499 Miscellaneous	\$753.77	\$600.00	\$600.00	0.00%
E 101-43100-720 Operating Transfers - Equip.	\$107,200.00	\$108,200.00	\$0.00	-100.00%
E 101-43100-721 Operating Transfers - Building	\$34,000.00	\$34,000.00	\$0.00	-100.00%
E 101-43100-722 Operating Transfers - Streets	\$95,000.00	\$95,000.00	\$0.00	-100.00%
Dept 43100 Streets	\$714,969.25	\$745,732.00	\$549,125.00	-26.36%

Account Descr	2014 Amt	2015 Budget	2016 Budget	%Diff from Cur Yr 2015
Dept 43300 Engineering				
E 101-43300-101 Full-Time Employees Regular	\$87,829.20	\$127,990.00	\$144,083.00	12.57%
E 101-43300-121 PERA	\$5,994.00	\$9,194.00	\$10,348.00	12.55%
E 101-43300-122 FICA	\$6,470.88	\$9,466.00	\$10,701.00	13.05%
E 101-43300-130 Employer Paid Ins	\$8,795.28	\$21,078.00	\$22,244.00	5.53%
E 101-43300-210 Operating Supplies (GENERAL)	\$67.96	\$400.00	\$1,000.00	150.00%
E 101-43300-212 Motor Fuels	\$426.51	\$500.00	\$1,000.00	100.00%
E 101-43300-323 Radio Units	\$0.00	\$0.00	\$250.00	0.00%
E 101-43300-331 Mileage & Expense Account	\$536.52	\$700.00	\$900.00	28.57%
E 101-43300-404 Repairs/Maint - Machin/Equip	\$32.76	\$0.00	\$300.00	0.00%
E 101-43300-433 Dues, Licensing & Seminars	\$2,318.29	\$2,600.00	\$4,200.00	61.54%
E 101-43300-499 Miscellaneous	\$242.80	\$400.00	\$600.00	50.00%
E 101-43300-720 Operating Transfers - Equip.	\$2,700.00	\$2,700.00	\$0.00	-100.00%
E 101-43300-721 Operating Transfers - Building	\$10,000.00	\$10,000.00	\$0.00	-100.00%
Dept 43300 Engineering	\$125,414.20	\$185,028.00	\$195,626.00	5.73%

Account Descr	2014 Amt	2015 Budget	2016 Budget	%Diff from Cur Yr 2015
Dept 45200 Parks				
E 101-45200-101 Full-Time Employees Regular	\$164,962.18	\$200,830.00	\$241,819.00	20.41%
E 101-45200-102 Overtime	\$20,581.23	\$11,300.00	\$15,300.00	35.40%
E 101-45200-103 Part-Time Employees	\$42,839.53	\$51,800.00	\$67,000.00	29.34%
E 101-45200-121 PERA	\$12,902.83	\$15,655.00	\$19,029.00	21.55%
E 101-45200-122 FICA	\$16,056.57	\$19,930.00	\$24,535.00	23.11%
E 101-45200-130 Employer Paid Ins	\$31,444.50	\$39,343.00	\$53,939.00	37.10%
E 101-45200-140 Unemployment Comp (GENERAL)	\$929.72	\$0.00	\$0.00	0.00%
E 101-45200-200 Office Supplies (GENERAL)	\$1,480.20	\$700.00	\$1,000.00	42.86%
E 101-45200-210 Operating Supplies (GENERAL)	\$4,718.73	\$5,100.00	\$5,400.00	5.88%
E 101-45200-212 Motor Fuels	\$10,978.75	\$12,700.00	\$11,800.00	-7.09%
E 101-45200-216 Chemicals and Chem Products	\$1,924.85	\$4,300.00	\$4,400.00	2.33%
E 101-45200-217 Uniforms	\$985.53	\$1,400.00	\$1,800.00	28.57%
E 101-45200-221 Equipment Parts	\$727.04	\$600.00	\$600.00	0.00%
E 101-45200-222 Repair & Maint - Equip	\$7,843.03	\$7,600.00	\$7,700.00	1.32%
E 101-45200-226 Sign Repair Materials	\$0.00	\$0.00	\$2,200.00	0.00%
E 101-45200-227 Plantings	\$6,456.29	\$6,900.00	\$9,000.00	30.43%
E 101-45200-229 Dirt, Sand and gravel	\$1,928.30	\$4,800.00	\$4,900.00	2.08%
E 101-45200-240 Small Tools and Minor Equip	\$2,574.50	\$2,400.00	\$2,600.00	8.33%
E 101-45200-241 Safety equip/testings	\$1,492.84	\$1,600.00	\$2,000.00	25.00%
E 101-45200-306 Personnel Expense	\$355.90	\$0.00	\$0.00	0.00%
E 101-45200-309 Contractual Services	\$0.00	\$0.00	\$10,500.00	0.00%
E 101-45200-312 Rec Program Fee/Sr. Serv	\$14,820.00	\$15,300.00	\$21,300.00	39.22%
E 101-45200-316 Weed Control	\$6,280.44	\$7,800.00	\$7,900.00	1.28%
E 101-45200-323 Radio Units	\$1,835.00	\$2,400.00	\$2,500.00	4.17%
E 101-45200-324 Internet/Web Page	\$0.00	\$0.00	\$2,200.00	0.00%
E 101-45200-331 Mileage & Expense Account	\$694.85	\$2,000.00	\$2,500.00	25.00%
E 101-45200-350 Printing & Publishing	\$0.00	\$0.00	\$4,300.00	0.00%
E 101-45200-404 Repairs/Maint - Machin/Equip	\$2,627.42	\$3,900.00	\$4,000.00	2.56%
E 101-45200-409 Maint services & Improv	\$0.00	\$0.00	\$6,400.00	0.00%
E 101-45200-415 Other Equipment Rentals	\$1,113.92	\$1,100.00	\$1,100.00	0.00%
E 101-45200-433 Dues, Licensing & Seminars	\$2,966.30	\$4,400.00	\$5,600.00	27.27%
E 101-45200-499 Miscellaneous	\$4,214.02	\$600.00	\$600.00	0.00%
E 101-45200-720 Operating Transfers - Equip.	\$43,550.00	\$43,755.00	\$0.00	-100.00%
E 101-45200-721 Operating Transfers - Building	\$34,000.00	\$34,000.00	\$0.00	-100.00%
E 101-45200-723 Operating Transfers - Parks	\$7,500.00	\$7,500.00	\$0.00	-100.00%
Dept 45200 Parks	\$450,784.47	\$509,713.00	\$543,922.00	6.71%

Account Descr	2014 Amt	2015 Budget	2016 Budget	%Diff from Cur Yr 2015
Dept 45203 Boulevard Maint. And lighting				
E 101-45203-220 Repair/Maint Supply (GENERAL)	\$13,777.19	\$10,000.00	\$10,000.00	0.00%
E 101-45203-381 Electric Utilities	\$54,138.22	\$55,000.00	\$57,750.00	5.00%
E 101-45203-406 Street lights and Signal Maint	\$630.00	\$4,000.00	\$5,000.00	25.00%
Dept 45203 Boulevard Maint. And lighting	\$68,545.41	\$69,000.00	\$72,750.00	5.43%

Account Descr	2014 Amt	2015 Budget	2016 Budget	%Diff from Cur Yr 2015
Dept 49200 Unallocated Expenditures				
E 101-49200-212 Motor Fuels	\$0.00	\$0.00	\$0.00	0.00%
E 101-49200-309 Contractual Services	\$0.00	\$0.00	\$0.00	0.00%
E 101-49200-322 Postage	\$11,405.52	\$12,000.00	\$12,000.00	0.00%
E 101-49200-361 General Liability Ins	\$111,318.13	\$140,800.00	\$115,000.00	-18.32%
E 101-49200-365 Workers Comp Ins	\$46,667.00	\$46,700.00	\$55,000.00	17.77%
E 101-49200-437 Payments to Organizations	\$0.00	\$0.00	\$10,000.00	0.00%
E 101-49200-494 Contingency - Long Lake servic	\$0.00	\$55,000.00	\$0.00	-100.00%
E 101-49200-496 Contigencies	\$8,000.00	\$100,000.00	\$50,000.00	-50.00%
E 101-49200-720 Operating Transfers - Equip.	\$0.00	\$0.00	\$715,774.00	0.00%
Dept 49200 Unallocated Expenditures	\$177,390.65	\$354,500.00	\$957,774.00	170.18%

Account Descr	2014 Amt	2015 Budget	2016 Budget	%Diff from Cur Yr 2015
FUND 101 GENERAL FUND	\$6,050,286.74	\$5,500,610.00	\$5,729,004.00	4.15%

CITY OF WAYZATA
Cable TV Fund Rev/Exp Budget Report

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Account Descr	2014 PL Amt	2015 Budget	2016 Budget
Act Type R Revenue			
R 235-00000-36210 Interest Earnings	\$732.00	\$500.00	\$600.00
R 235-00000-38050 franchise Fees	\$80,809.91	\$68,000.00	\$70,000.00
Act Type R Revenue	\$81,541.91	\$68,500.00	\$70,600.00
Act Type E Expenditure			
E 235-40000-101 Full-Time Employees Regular	-\$21,371.17	-\$22,950.00	-\$24,390.00
E 235-40000-121 PERA	-\$1,473.75	-\$1,721.00	-\$1,829.00
E 235-40000-122 FICA	-\$1,571.19	-\$1,756.00	-\$1,866.00
E 235-40000-130 Employer Paid Ins	-\$3,600.96	-\$5,043.00	-\$5,207.00
E 235-40000-200 Office Supplies (GENERAL)	-\$188.30	-\$200.00	-\$200.00
E 235-40000-210 Operating Supplies (GENERAL)	-\$43.42	-\$500.00	-\$500.00
E 235-40000-302 Consultants	-\$19,179.11	-\$19,000.00	-\$19,000.00
E 235-40000-304 Legal Fees	\$0.00	\$0.00	\$0.00
E 235-40000-331 Mileage & Expense Account	-\$123.16	-\$200.00	-\$200.00
E 235-40000-350 Printing & Publishing	-\$1,416.25	-\$1,500.00	\$0.00
E 235-40000-404 Repairs/Maint - Machin/Equip	-\$521.25	-\$1,000.00	-\$1,000.00
E 235-40000-433 Dues, Licensing & Seminars	-\$210.51	-\$600.00	-\$3,800.00
E 235-40000-499 Miscellaneous	-\$999.80	-\$500.00	-\$500.00
E 235-40000-720 Operating Transfers - Equip.	-\$15,000.00	-\$15,000.00	-\$12,000.00
Act Type E Expenditure	-\$65,698.87	-\$69,970.00	-\$70,492.00
	\$15,843.04	-\$1,470.00	\$108.00

CITY OF WAYZATA

Water Fund Rev/Exp Budget Report

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Account Descr	2014 PL Amt	2015 Budget	2016 Budget
Act Type R Revenue			
R 610-46127-36101 Spec Assess Principal	\$38,187.54	\$0.00	\$0.00
R 610-00000-36101 Spec Assess Principal	\$2,770.51	\$0.00	\$38,000.00
R 610-00000-36102 Spec Assess Penalties & Inte	\$218.41	\$0.00	\$3,000.00
R 610-46127-36102 Spec Assess Penalties & Inte	\$1,733.95	\$0.00	\$0.00
R 610-00000-36210 Interest Earnings	\$72,393.00	\$20,000.00	\$70,000.00
R 610-00000-36220 Water Tower Rental	\$75,462.09	\$75,000.00	\$83,200.00
R 610-00000-37110 W/S/Storm Sales	\$456,137.43	\$600,000.00	\$510,000.00
R 610-00000-37111 Sprinkling	\$118,035.73	\$140,000.00	\$120,000.00
R 610-00000-37120 Water Usage Permits-Other	\$0.00	\$0.00	\$0.00
R 610-00000-37130 Service to Other Cities	\$56,335.55	\$56,650.00	\$56,650.00
R 610-00000-37140 Meter Sales	-\$8,864.69	\$10,000.00	\$10,000.00
R 610-00000-37150 WS Connect/Reconnect Fee	\$2,040.00	\$600.00	\$600.00
R 610-00000-37155 City s W/S Access Charge	\$245,198.00	\$0.00	\$50,000.00
R 610-00000-37160 W/S Penalty	\$2,334.49	\$1,000.00	\$1,000.00
R 610-00000-37190 Other Charge/Revenue	\$2,361.57	\$850.00	\$850.00
R 610-00000-39101 Sales of General Fixed Assets	\$0.00	\$0.00	\$0.00
R 610-00000-39400 Misc.Revenues	\$0.00	\$0.00	\$0.00
R 610-00000-39701 Capital contribution	\$405,000.00	\$0.00	\$0.00
Act Type R Revenue	\$1,469,343.58	\$904,100.00	\$943,300.00
Act Type E Expenditure			
E 610-40000-101 Full-Time Employees Regular	-\$167,304.52	-\$176,159.00	-\$185,708.00
E 610-40000-102 Overtime	-\$9,189.39	-\$7,000.00	-\$7,500.00
E 610-40000-103 Part-Time Employees	-\$2,801.46	-\$2,900.00	-\$2,700.00
E 610-40000-121 PERA	-\$12,620.21	-\$13,381.00	-\$14,172.00
E 610-40000-122 FICA	-\$12,887.72	-\$13,867.00	-\$14,658.00
E 610-40000-130 Employer Paid Ins	-\$31,965.96	-\$34,389.00	-\$36,013.00
E 610-40000-139 OPEB	-\$2,059.00	\$0.00	\$0.00
E 610-40000-200 Office Supplies (GENERAL)	-\$736.26	-\$1,000.00	-\$800.00
E 610-40000-210 Operating Supplies (GENERAL)	-\$2,329.48	-\$3,000.00	-\$3,100.00
E 610-40000-211 Meter supplies	-\$482.96	-\$2,500.00	-\$2,600.00
E 610-40000-212 Motor Fuels	-\$7,525.16	-\$8,400.00	-\$7,800.00
E 610-40000-216 Chemicals and Chem Products	-\$15,965.33	-\$22,400.00	-\$21,900.00
E 610-40000-217 Uniforms	-\$798.17	-\$1,200.00	-\$1,300.00
E 610-40000-220 Repair/Maint Supply (GENERAL)	-\$35.75	\$0.00	\$0.00
E 610-40000-224 Repair & Maint - Motor Equip	-\$766.27	-\$1,500.00	-\$1,600.00
E 610-40000-225 Repair & Maint - System	-\$10,004.91	-\$8,700.00	-\$8,900.00
E 610-40000-240 Small Tools and Minor Equip	-\$5,599.13	-\$4,600.00	-\$3,900.00
E 610-40000-241 Safety equip/testings	-\$1,073.63	-\$1,000.00	-\$1,000.00
E 610-40000-242 Well & F.P. Equipment	-\$13,633.93	-\$13,500.00	-\$13,800.00
E 610-40000-301 Auditing and Acct g Services	-\$2,000.00	-\$2,000.00	-\$4,500.00
E 610-49100-302 Consultants	-\$6,999.08	\$0.00	\$0.00
E 610-40000-303 Engineering Fees	\$0.00	-\$1,000.00	-\$1,000.00
E 610-49100-303 Engineering Fees	-\$4,158.75	\$0.00	\$0.00
E 610-49100-307 Project Coordinator	\$0.00	\$0.00	\$0.00
E 610-40000-309 Contractual Services	-\$10,125.65	-\$11,100.00	-\$12,000.00
E 610-49100-309 Contractual Services	\$0.00	\$0.00	\$0.00
E 610-40000-310 Plan Review	-\$4,552.29	-\$5,600.00	-\$5,300.00
E 610-40000-313 Permit Fees/Gopher State	-\$1,808.97	-\$1,200.00	-\$1,300.00
E 610-40000-322 Postage	-\$3,444.40	-\$5,000.00	-\$5,200.00
E 610-40000-323 Radio Units	-\$2,184.49	-\$800.00	-\$800.00
E 610-40000-331 Mileage & Expense Account	-\$751.99	-\$800.00	-\$800.00
E 610-40000-350 Printing & Publishing	-\$42.56	\$0.00	\$0.00
E 610-40000-361 General Liability Ins	-\$8,200.00	-\$8,200.00	-\$8,200.00
E 610-40000-365 Workers Comp Ins	-\$5,600.00	-\$5,600.00	-\$7,000.00

Account Descr	2014 PL Amt	2015 Budget	2016 Budget
E 610-40000-381 Electric Utilities	-\$67,976.35	-\$80,500.00	-\$82,900.00
E 610-40000-383 Fuel, oil and natural gas	-\$1,067.27	-\$4,100.00	-\$4,100.00
E 610-40000-401 Repairs/Maint Buildings	-\$76.38	-\$400.00	-\$500.00
E 610-40000-404 Repairs/Maint - Machin/Equip	-\$4,197.56	-\$3,200.00	-\$3,400.00
E 610-40000-405 Maint/Replac - System	-\$39,475.87	-\$25,800.00	-\$67,900.00
E 610-49100-405 Maint/Replac - System	-\$14,547.75	\$0.00	\$0.00
E 610-40000-415 Other Equipment Rentals	-\$1,009.39	-\$800.00	-\$900.00
E 610-40000-420 Depreciation	-\$153,565.00	\$0.00	\$0.00
E 610-40000-433 Dues, Licensing & Seminars	-\$2,220.34	-\$3,600.00	-\$3,600.00
E 610-46113-499 Miscellaneous	\$0.00	\$0.00	\$0.00
E 610-40000-499 Miscellaneous	-\$476.55	-\$600.00	-\$600.00
E 610-49100-499 Miscellaneous	-\$722.00	\$0.00	\$0.00
E 610-49100-540 Equipment	\$0.00	\$0.00	\$0.00
E 610-49100-601 Debt Srv Bond Principal	\$0.00	-\$190,000.00	-\$220,000.00
E 610-40000-611 Bond Interest	\$0.00	\$0.00	\$0.00
E 610-49100-611 Bond Interest	-\$167,159.09	-\$170,000.00	-\$160,320.00
E 610-40000-621 Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00
E 610-49100-621 Fiscal Agent s Fees	-\$550.00	-\$625.00	-\$550.00
E 610-40000-720 Operating Transfers - Equip.	-\$32,300.00	-\$32,400.00	-\$32,900.00
E 610-40000-728 Operating Transfers - General	-\$15,000.00	-\$15,000.00	-\$25,000.00
Act Type E Expenditure	-\$847,990.97	-\$883,821.00	-\$976,221.00
	\$621,352.61	\$20,279.00	-\$32,921.00

CITY OF WAYZATA

Sewer Fund Rev/Exp Budget Report

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Account Descr	2014 PL Amt	2015 Budget	2016 Budget
Act Type R Revenue			
R 620-00000-36101 Spec Assess Principal	\$25,779.00	\$0.00	\$25,000.00
R 620-00000-36210 Interest Earnings	\$18,479.00	\$10,000.00	\$13,000.00
R 620-00000-37110 W/S/Storm Sales	\$848,704.08	\$950,000.00	\$900,000.00
R 620-00000-37130 Service to Other Cities	\$47,681.91	\$25,750.00	\$30,000.00
R 620-00000-37150 WS Connect/Reconnect Fee	\$13,692.60	\$4,000.00	\$4,000.00
R 620-00000-37155 City s W/S Access Charge	\$74,566.00	\$0.00	\$0.00
R 620-00000-37160 W/S Penalty	\$4,704.36	\$2,500.00	\$2,500.00
R 620-00000-37190 Other Charge/Revenue	\$1,040.71	\$0.00	\$0.00
R 620-00000-39101 Sales of General Fixed Assets	\$0.00	\$0.00	\$0.00
R 620-00000-39400 Misc.Revenues	\$3,755.53	\$0.00	\$0.00
R 620-00000-39701 Capital contribution	\$690,100.00	\$0.00	\$0.00
Act Type R Revenue	\$1,728,503.19	\$992,250.00	\$974,500.00
Act Type E Expenditure			
E 620-40000-101 Full-Time Employees Regular	-\$167,340.21	-\$176,159.00	-\$185,708.00
E 620-40000-102 Overtime	-\$9,153.52	-\$7,000.00	-\$7,500.00
E 620-40000-103 Part-Time Employees	-\$2,806.89	-\$2,900.00	-\$2,700.00
E 620-40000-121 PERA	-\$12,617.84	-\$13,381.00	-\$14,172.00
E 620-40000-122 FICA	-\$12,887.62	-\$13,867.00	-\$14,658.00
E 620-40000-130 Employer Paid Ins	-\$31,900.38	-\$34,389.00	-\$36,013.00
E 620-40000-139 OPEB	-\$2,055.00	\$0.00	\$0.00
E 620-40000-200 Office Supplies (GENERAL)	-\$806.29	-\$1,000.00	-\$800.00
E 620-40000-210 Operating Supplies (GENERAL)	-\$3,236.70	-\$3,000.00	-\$3,100.00
E 620-40000-211 Meter supplies	-\$487.53	-\$2,500.00	-\$2,600.00
E 620-40000-212 Motor Fuels	-\$7,525.15	-\$8,400.00	-\$7,800.00
E 620-40000-217 Uniforms	-\$799.10	-\$1,200.00	-\$1,300.00
E 620-40000-220 Repair/Maint Supply (GENERAL)	-\$35.75	\$0.00	\$0.00
E 620-40000-224 Repair & Maint - Motor Equip	-\$5,476.62	-\$1,500.00	-\$2,000.00
E 620-40000-225 Repair & Maint - System	-\$5,436.66	-\$9,600.00	-\$10,000.00
E 620-40000-240 Small Tools and Minor Equip	-\$5,603.10	-\$4,300.00	-\$3,600.00
E 620-40000-241 Safety equip/testings	-\$945.21	-\$1,000.00	-\$1,000.00
E 620-40000-301 Auditing and Acct g Services	-\$2,000.00	-\$2,000.00	-\$4,500.00
E 620-49100-302 Consultants	-\$1,050.52	\$0.00	\$0.00
E 620-46122-302 Consultants	\$0.00	\$0.00	\$0.00
E 620-40000-303 Engineering Fees	-\$4,393.86	-\$1,000.00	-\$1,000.00
E 620-49100-307 Project Coordinator	-\$17,360.00	\$0.00	\$0.00
E 620-46122-309 Contractual Services	\$0.00	\$0.00	\$0.00
E 620-49100-309 Contractual Services	-\$1,486.73	\$0.00	\$0.00
E 620-40000-313 Permit Fees/Gopher State	-\$1,592.68	-\$1,200.00	-\$1,300.00
E 620-40000-322 Postage	-\$6,057.24	-\$5,000.00	-\$5,200.00
E 620-40000-323 Radio Units	-\$1,503.25	-\$1,000.00	-\$1,000.00
E 620-40000-331 Mileage & Expense Account	-\$723.80	-\$800.00	-\$800.00
E 620-40000-361 General Liability Ins	-\$8,200.00	-\$8,200.00	-\$8,200.00
E 620-40000-365 Workers Comp Ins	-\$5,600.00	-\$5,600.00	-\$7,000.00
E 620-40000-381 Electric Utilities	-\$20,084.26	-\$22,000.00	-\$23,100.00
E 620-40000-386 Other Utilities	-\$407,772.57	-\$446,000.00	-\$472,800.00
E 620-40000-404 Repairs/Maint - Machin/Equip	-\$3,158.98	-\$3,800.00	-\$3,000.00
E 620-49100-405 Maint/Replac - System	-\$18,688.28	\$0.00	\$0.00
E 620-40000-405 Maint/Replac - System	-\$13,005.14	-\$15,500.00	-\$15,900.00
E 620-40000-409 Maint services & Improv	-\$11,991.76	-\$8,300.00	-\$11,400.00
E 620-40000-415 Other Equipment Rentals	\$0.00	-\$400.00	-\$400.00
E 620-40000-420 Depreciation	-\$91,757.00	\$0.00	\$0.00
E 620-40000-433 Dues, Licensing & Seminars	-\$2,272.34	-\$1,700.00	-\$2,800.00
E 620-49100-499 Miscellaneous	-\$722.00	\$0.00	\$0.00
E 620-40000-499 Miscellaneous	-\$154.04	-\$600.00	-\$600.00

Account Descr	2014 PL Amt	2015 Budget	2016 Budget
E 620-49100-601 Debt Srv Bond Principal	\$0.00	-\$35,000.00	-\$35,000.00
E 620-40000-611 Bond Interest	\$0.00	\$0.00	\$0.00
E 620-49100-611 Bond Interest	-\$12,879.67	-\$14,000.00	-\$12,800.00
E 620-49100-621 Fiscal Agent s Fees	-\$450.00	\$0.00	-\$550.00
E 620-40000-720 Operating Transfers - Equip.	-\$43,200.00	-\$43,300.00	-\$44,100.00
E 620-40000-728 Operating Transfers - General	-\$15,000.00	-\$15,000.00	-\$25,000.00
Act Type E Expenditure	-\$960,217.69	-\$910,596.00	-\$969,401.00
	\$768,285.50	\$81,654.00	\$5,099.00

CITY OF WAYZATA
Solid Waste Fund Rev/Exp Budget Report

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Account Descr	2014 PL Amt	2015 Budget	2016 Budget
Act Type R Revenue			
R 650-00000-33700 HC Recycling Reimb	\$10,039.68	\$10,300.00	\$10,500.00
R 650-00000-36210 Interest Earnings	\$3,674.00	\$1,500.00	\$1,500.00
R 650-00000-37160 W/S Penalty	\$2,013.71	\$2,000.00	\$1,000.00
R 650-00000-37510 GARB (TAXABLE)	\$188,243.94	\$194,000.00	\$190,000.00
R 650-00000-37520 RECYC (NONTAX)	\$121,041.36	\$121,000.00	\$121,000.00
R 650-00000-37530 Additional Can	\$2,576.91	\$1,500.00	\$2,000.00
Act Type R Revenue	\$327,589.60	\$330,300.00	\$326,000.00
Act Type E Expenditure			
E 650-47600-101 Full-Time Employees Regular	-\$15,332.49	-\$15,715.00	-\$17,090.00
E 650-47600-121 PERA	-\$1,103.77	-\$1,179.00	-\$1,282.00
E 650-47600-122 FICA	-\$1,104.60	-\$1,202.00	-\$1,307.00
E 650-47600-130 Employer Paid Ins	-\$2,473.18	-\$2,806.00	-\$2,954.00
E 650-47600-139 OPEB	-\$159.00	\$0.00	\$0.00
E 650-47700-309 Contractual Services	-\$3,688.00	\$0.00	\$0.00
E 650-47600-309 Contractual Services	-\$45,648.00	-\$45,650.00	-\$45,650.00
E 650-47600-350 Printing & Publishing	-\$474.41	\$0.00	\$0.00
E 650-47800-384 Refuse/Garbage Disposal	-\$76,080.00	-\$76,100.00	-\$76,100.00
E 650-47500-384 Refuse/Garbage Disposal	-\$128,687.56	-\$130,000.00	-\$128,000.00
E 650-47800-386 Other Utilities	-\$553.95	-\$1,000.00	-\$1,000.00
E 650-47500-386 Other Utilities	-\$41,948.11	-\$40,000.00	-\$40,000.00
E 650-47800-499 Miscellaneous	-\$3,500.00	-\$3,500.00	\$0.00
E 650-47500-499 Miscellaneous	-\$7,095.02	-\$10,000.00	-\$10,000.00
Act Type E Expenditure	-\$327,848.09	-\$327,152.00	-\$323,383.00
	-\$258.49	\$3,148.00	\$2,617.00

CITY OF WAYZATA
Stormwater Fund Rev/Exp Budget Report

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Account Descr	2014 PL Amt	2015 Budget	2016 Budget
Act Type R Revenue			
R 670-00000-36101 Spec Assess Principal	\$971.40	\$0.00	\$0.00
R 670-00000-36210 Interest Earnings	\$7,999.00	\$2,800.00	\$4,000.00
R 670-00000-37110 W/S/Storm Sales	\$271,439.64	\$275,000.00	\$275,000.00
R 670-00000-39200 Interfund Operating Transfer	\$50,000.00	\$0.00	\$0.00
R 670-00000-39400 Misc.Revenues	\$4,375.00	\$0.00	\$0.00
R 670-00000-39701 Capital contribution	\$275,000.00	\$0.00	\$0.00
Act Type R Revenue	\$609,785.04	\$277,800.00	\$279,000.00
Act Type E Expenditure			
E 670-40000-101 Full-Time Employees Regular	-\$17,759.26	-\$20,592.00	-\$21,644.00
E 670-40000-121 PERA	-\$1,287.63	-\$1,544.00	-\$1,623.00
E 670-40000-122 FICA	-\$1,358.58	-\$1,575.00	-\$1,656.00
E 670-40000-130 Employer Paid Ins	-\$2,948.82	-\$4,075.00	-\$4,236.00
E 670-40000-139 OPEB	-\$190.00	\$0.00	\$0.00
E 670-40000-210 Operating Supplies (GENERAL)	-\$1,300.00	-\$500.00	-\$600.00
E 670-40000-302 Consultants	-\$13,245.32	\$0.00	-\$3,000.00
E 670-49100-302 Consultants	-\$1,901.00	-\$2,000.00	\$0.00
E 670-40000-307 Project Coordinator	\$0.00	\$0.00	\$0.00
E 670-49100-307 Project Coordinator	-\$9,520.00	-\$10,000.00	\$0.00
E 670-49100-309 Contractual Services	\$0.00	-\$5,000.00	\$0.00
E 670-40000-409 Maint services & Improv	-\$9,348.57	-\$2,000.00	-\$4,000.00
E 670-40000-420 Depreciation	-\$96,923.00	\$0.00	\$0.00
E 670-49100-499 Miscellaneous	-\$722.00	\$0.00	\$0.00
E 670-40000-499 Miscellaneous	-\$42.56	\$0.00	-\$600.00
E 670-40000-722 Operating Transfers - Streets	-\$53,000.00	-\$53,000.00	-\$53,000.00
E 670-40000-728 Operating Transfers - General	-\$10,000.00	-\$10,000.00	-\$10,000.00
Act Type E Expenditure	-\$219,546.74	-\$110,286.00	-\$100,359.00
	\$390,238.30	\$167,514.00	\$178,641.00

CITY OF WAYZATA
Motor Vehicle Fund Rev/Exp Budget Report

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Account Descr	2014 PL Amt	2015 Budget	2016 Budget
Act Type R Revenue			
R 630-00000-34111 Motor Vehicle Commissions	\$417,236.50	\$420,000.00	\$425,000.00
R 630-00000-34190 Charges for Services/Gen Go	\$1,974.69	\$37,500.00	\$5,000.00
R 630-00000-36210 Interest Earnings	\$2,257.00	\$1,000.00	\$500.00
R 630-00000-36212 Interest revenue from loans	\$2,475.00	\$0.00	\$0.00
R 630-00000-37190 Other Charge/Revenue	\$28,673.00	\$0.00	\$65,500.00
R 630-40000-39400 Misc.Revenues	\$21.00	\$0.00	\$0.00
Act Type R Revenue	\$452,637.19	\$458,500.00	\$496,000.00
Act Type E Expenditure			
E 630-40000-101 Full-Time Employees Regular	-\$165,428.35	-\$170,873.00	-\$191,506.00
E 630-40000-102 Overtime	-\$790.39	-\$1,000.00	\$0.00
E 630-40000-103 Part-Time Employees	-\$24,204.35	-\$40,460.00	-\$42,746.00
E 630-40000-121 PERA	-\$13,604.59	-\$15,850.00	-\$17,569.00
E 630-40000-122 FICA	-\$13,981.96	-\$16,167.00	-\$17,920.00
E 630-40000-130 Employer Paid Ins	-\$38,396.58	-\$43,185.00	-\$48,660.00
E 630-40000-139 OPEB	-\$2,473.00	\$0.00	\$0.00
E 630-40000-200 Office Supplies (GENERAL)	-\$1,942.57	-\$1,500.00	-\$1,500.00
E 630-40000-210 Operating Supplies (GENERAL)	-\$957.75	-\$1,000.00	-\$1,000.00
E 630-40000-301 Auditing and Acct g Services	-\$1,000.00	-\$1,000.00	-\$1,000.00
E 630-40000-331 Mileage & Expense Account	-\$98.27	-\$200.00	-\$125.00
E 630-40000-361 General Liability Ins	-\$1,000.00	-\$1,000.00	-\$1,000.00
E 630-40000-365 Workers Comp Ins	-\$500.00	-\$500.00	-\$500.00
E 630-40000-404 Repairs/Maint - Machin/Equip	-\$175.00	-\$1,000.00	-\$250.00
E 630-40000-431 Cash Over/Short	-\$308.90	-\$200.00	-\$250.00
E 630-40000-433 Dues, Licensing & Seminars	-\$414.00	-\$450.00	-\$575.00
E 630-40000-498 Payment on Bad Cks	\$958.00	\$0.00	-\$200.00
E 630-40000-499 Miscellaneous	-\$10,691.93	-\$3,000.00	-\$2,500.00
E 630-40000-540 Equipment	\$0.00	\$0.00	-\$500.00
E 630-40000-721 Operating Transfers - Building	-\$294,064.00	-\$25,000.00	-\$25,000.00
E 630-40000-728 Operating Transfers - General	-\$25,000.00	-\$25,000.00	-\$30,000.00
Act Type E Expenditure	-\$594,073.64	-\$347,385.00	-\$382,801.00
	-\$141,436.45	\$111,115.00	\$113,199.00

Liquor Store Fund Rev/Exp Budget Report

Account Descr	2014 PL Amt	2015 Budget	2016 Budget
Act Type R Revenue			
R 640-00000-37301 Store Liquor Sales	\$685,729.88	\$734,400.00	\$734,400.00
R 640-00000-37302 Store Wine Sales	\$1,159,389.73	\$1,200,000.00	\$1,200,000.00
R 640-00000-37303 Store Beer Sales	\$537,179.50	\$550,000.00	\$550,000.00
R 640-00000-37304 Store Misc. Sales	\$69,322.18	\$75,000.00	\$75,000.00
Act Type R Revenue	\$2,451,621.29	\$2,559,400.00	\$2,559,400.00
Act Type E Expenditure			
E 640-47000-101 Full-Time Employees Regular	-\$110,545.75	-\$137,588.00	-\$129,680.00
E 640-47000-102 Overtime	\$0.00	-\$1,500.00	-\$1,000.00
E 640-47000-103 Part-Time Employees	-\$96,365.69	-\$103,584.00	-\$101,920.00
E 640-47000-121 PERA	-\$13,363.09	-\$17,865.00	-\$16,969.00
E 640-47000-122 FICA	-\$15,738.19	-\$18,223.00	-\$17,309.00
E 640-47000-130 Employer Paid Ins	-\$23,514.92	-\$34,313.00	-\$29,396.00
E 640-47000-200 Office Supplies (GENERAL)	-\$460.33	-\$2,000.00	-\$2,000.00
E 640-47000-210 Operating Supplies (GENERAL)	-\$7,688.70	-\$5,865.00	-\$5,000.00
E 640-47000-212 Motor Fuels	\$0.00	\$0.00	-\$400.00
E 640-47000-251 Liquor For Resale	-\$518,821.54	-\$525,000.00	-\$525,000.00
E 640-47000-252 Wine For Resale	-\$807,338.56	-\$840,000.00	-\$840,000.00
E 640-47000-253 Beer For Resale	-\$419,835.42	-\$407,000.00	-\$407,000.00
E 640-47000-254 Soft Drinks/Mix For Resale	-\$25,798.17	-\$36,000.00	-\$30,000.00
E 640-47000-256 MISC.MDSE.RESALE	-\$16,618.43	-\$25,000.00	-\$21,000.00
E 640-47000-259 Freight	-\$17,409.19	-\$18,500.00	-\$18,500.00
E 640-47000-301 Auditing and Acct g Services	-\$4,000.00	-\$4,000.00	-\$9,500.00
E 640-47000-306 Personnel Expense	-\$2,185.75	-\$2,000.00	-\$2,000.00
E 640-47000-321 Telephone	-\$820.00	-\$1,200.00	-\$1,200.00
E 640-47000-331 Mileage & Expense Account	-\$290.80	-\$2,000.00	-\$1,000.00
E 640-47000-340 Advertising	-\$42,280.54	-\$25,000.00	-\$25,000.00
E 640-47000-341 General Promotions	-\$33,231.97	-\$35,000.00	-\$35,000.00
E 640-47000-361 General Liability Ins	-\$4,800.00	-\$4,800.00	-\$6,800.00
E 640-47000-365 Workers Comp Ins	-\$6,900.00	-\$6,900.00	-\$6,900.00
E 640-47000-381 Electric Utilities	-\$16,965.37	-\$18,000.00	-\$18,000.00
E 640-47000-383 Fuel, oil and natural gas	-\$3,733.64	-\$5,500.00	-\$5,500.00
E 640-47000-384 Refuse/Garbage Disposal	-\$1,767.58	-\$1,700.00	-\$1,700.00
E 640-47000-401 Repairs/Maint Buildings	-\$659.75	-\$7,000.00	-\$7,000.00
E 640-47000-404 Repairs/Maint - Machin/Equip	-\$2,427.98	-\$7,000.00	-\$7,000.00
E 640-47000-409 Maint services & Improv	-\$4,476.99	-\$11,000.00	-\$11,000.00
E 640-47000-433 Dues, Licensing & Seminars	-\$3,947.35	-\$4,500.00	-\$4,000.00
E 640-47000-497 Credit Card Fees	-\$49,850.48	-\$56,600.00	-\$56,600.00
E 640-47000-499 Miscellaneous	-\$3,304.95	-\$2,000.00	-\$2,000.00
E 640-47000-601 Debt Srv Bond Principal	\$0.00	-\$50,000.00	-\$52,500.00
E 640-47000-611 Bond Interest	\$0.00	-\$63,565.00	-\$62,065.00
E 640-47000-621 Fiscal Agent s Fees	\$0.00	\$0.00	-\$400.00
E 640-47000-710 Interfund Loan Transfers	\$0.00	-\$35,320.00	-\$35,320.00
E 640-47000-728 Operating Transfers - General	-\$15,000.00	-\$15,000.00	-\$15,000.00
Act Type E Expenditure	-\$2,270,141.13	-\$2,530,523.00	-\$2,510,659.00
	\$181,480.16	\$28,877.00	\$48,741.00

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Liquor Bar Fund Rev/Exp Budget Report

Account Descr	2014 PL Amt	2015 Budget	2016 Budget
Act Type R Revenue			
R 640-00000-36210 Interest Earnings	\$11,692.00	\$0.00	\$0.00
R 640-00000-37399 Store Misc. Revenues	\$860.84	\$0.00	\$0.00
R 640-00000-38301 Bar Liquor Sales	\$373,150.57	\$375,000.00	\$350,000.00
R 640-00000-38302 Bar Wine Sales	\$181,313.97	\$190,000.00	\$185,000.00
R 640-00000-38303 Bar Beer Sales	\$739,916.92	\$725,000.00	\$700,000.00
R 640-00000-38304 Bar Beverages	\$124,438.09	\$128,000.00	\$125,000.00
R 640-00000-38305 Bar Food Sales	\$1,741,081.57	\$1,700,000.00	\$1,650,000.00
R 640-00000-38306 Bar Merchandise Sales	\$2,849.24	\$1,200.00	\$1,500.00
R 640-00000-38310 2FOR1 Food Coupons	-\$35,038.15	-\$35,000.00	-\$25,000.00
R 640-00000-38320 Rent Income	\$6,000.00	\$6,000.00	\$6,000.00
R 640-00000-38362 ATM Fees	\$4,822.09	\$6,000.00	\$6,000.00
R 640-00000-38370 Vendor Rebates - BAR	\$1,716.49	\$1,500.00	\$1,500.00
R 640-00000-39101 Sales of General Fixed Assets	\$0.00	\$0.00	\$0.00
R 640-00000-39400 Misc.Revenues	\$2,511.56	\$0.00	\$0.00
Act Type R Revenue	\$3,155,315.19	\$3,097,700.00	\$3,000,000.00
Act Type E Expenditure			
E 640-48000-101 Full-Time Employees Regular	-\$179,424.43	-\$189,046.00	-\$192,046.00
E 640-48500-101 Full-Time Employees Regular	-\$45,109.68	-\$44,553.60	\$0.00
E 640-48500-102 Overtime	-\$17,183.49	-\$15,000.00	-\$25,000.00
E 640-48000-102 Overtime	-\$944.19	\$0.00	\$0.00
E 640-48000-103 Part-Time Employees	-\$330,287.85	-\$418,080.00	-\$397,837.00
E 640-48500-103 Part-Time Employees	-\$344,267.81	-\$375,830.00	-\$375,550.00
E 640-48500-121 PERA	-\$25,674.79	-\$31,529.00	-\$30,041.00
E 640-48000-121 PERA	-\$32,749.75	-\$41,911.00	-\$44,241.00
E 640-48500-122 FICA	-\$31,118.57	-\$28,777.00	-\$30,642.00
E 640-48000-122 FICA	-\$76,959.29	-\$80,000.00	-\$84,130.00
E 640-48500-130 Employer Paid Ins	-\$12,117.28	-\$13,685.00	-\$55,632.00
E 640-48000-130 Employer Paid Ins	-\$31,745.73	-\$43,954.00	-\$79,881.00
E 640-48000-139 OPEB	-\$2,825.00	\$0.00	\$0.00
E 640-48000-140 Unemployment Comp (GENERAL)	-\$591.44	\$0.00	\$0.00
E 640-48000-200 Office Supplies (GENERAL)	-\$3,399.95	-\$4,650.00	-\$4,500.00
E 640-48000-210 Operating Supplies (GENERAL)	-\$20,412.82	-\$20,000.00	-\$25,000.00
E 640-48500-210 Operating Supplies (GENERAL)	-\$58,871.43	-\$55,000.00	-\$50,000.00
E 640-48000-217 Uniforms	-\$1,019.04	-\$4,000.00	-\$4,000.00
E 640-48500-217 Uniforms	-\$2,803.69	-\$4,000.00	-\$4,000.00
E 640-48000-251 Liquor For Resale	-\$67,259.48	-\$75,000.00	-\$70,000.00
E 640-48000-252 Wine For Resale	-\$35,223.73	-\$38,000.00	-\$37,000.00
E 640-48000-253 Beer For Resale	-\$162,954.57	-\$163,125.00	-\$161,000.00
E 640-48000-254 Soft Drinks/Mix For Resale	-\$34,575.69	-\$32,000.00	-\$31,250.00
E 640-48500-255 FOODIngredients For Resale	-\$693,144.03	-\$680,000.00	-\$610,500.00
E 640-48000-255 FOODIngredients For Resale	-\$402.90	\$0.00	\$0.00
E 640-48000-256 MISC.MDSE.RESALE	-\$2,193.60	\$0.00	\$0.00
E 640-48000-259 Freight	\$0.00	\$0.00	\$0.00
E 640-48000-301 Auditing and Acct g Services	-\$4,000.00	-\$4,000.00	-\$9,500.00
E 640-48000-302 Consultants	-\$3,333.00	\$0.00	\$0.00
E 640-48000-306 Personnel Expense	-\$5,785.22	-\$4,000.00	-\$4,000.00
E 640-48000-321 Telephone	-\$820.00	-\$1,200.00	-\$1,200.00
E 640-48000-331 Mileage & Expense Account	-\$103.63	-\$1,000.00	\$0.00
E 640-48000-340 Advertising	-\$12,606.64	-\$25,000.00	-\$40,000.00
E 640-48000-341 General Promotions	-\$58,465.23	-\$55,000.00	-\$40,000.00
E 640-48000-342 Promotions - Food/Drinks	-\$6,333.79	-\$6,700.00	-\$10,000.00

Account Descr	2014 PL Amt	2015 Budget	2016 Budget
E 640-48000-361 General Liability Ins	-\$22,207.60	-\$22,200.00	-\$23,300.00
E 640-48000-365 Workers Comp Ins	-\$26,000.00	-\$26,000.00	-\$34,000.00
E 640-48000-381 Electric Utilities	-\$39,585.84	-\$40,000.00	-\$40,000.00
E 640-48000-383 Fuel, oil and natural gas	-\$14,934.48	-\$20,000.00	-\$20,000.00
E 640-48000-384 Refuse/Garbage Disposal	-\$3,650.00	-\$5,150.00	-\$5,150.00
E 640-48000-401 Repairs/Maint Buildings	-\$3,880.21	-\$8,000.00	-\$8,000.00
E 640-48000-404 Repairs/Maint - Machin/Equip	-\$20,753.91	-\$23,000.00	-\$23,000.00
E 640-48500-404 Repairs/Maint - Machin/Equip	-\$3,547.80	-\$5,500.00	-\$5,500.00
E 640-49100-404 Repairs/Maint - Machin/Equip	\$0.00	\$0.00	\$0.00
E 640-48000-409 Maint services & Improv	-\$44,562.66	-\$34,000.00	-\$34,000.00
E 640-48500-415 Other Equipment Rentals	-\$1,922.31	-\$2,575.00	-\$2,575.00
E 640-48000-415 Other Equipment Rentals	-\$5,588.30	-\$5,700.00	-\$5,700.00
E 640-49100-420 Depreciation	-\$145,486.00	\$0.00	\$0.00
E 640-48000-431 Cash Over/Short	\$236.50	\$0.00	\$0.00
E 640-48000-433 Dues, Licensing & Seminars	-\$5,235.37	-\$6,500.00	-\$6,500.00
E 640-48000-497 Credit Card Fees	-\$77,744.04	-\$80,000.00	-\$68,000.00
E 640-48000-499 Miscellaneous	-\$3,887.13	-\$1,600.00	-\$1,600.00
E 640-49100-499 Miscellaneous	-\$724.00	\$0.00	\$0.00
E 640-49100-540 Equipment	-\$18,661.15	\$0.00	\$0.00
E 640-48500-540 Equipment	-\$176.00	\$0.00	\$0.00
E 640-48000-540 Equipment	-\$683.97	\$0.00	\$0.00
E 640-49100-560 Furniture and Fixtures	-\$1,485.76	\$0.00	\$0.00
E 640-48000-601 Debt Srv Bond Principal	\$0.00	-\$50,000.00	-\$52,500.00
E 640-49100-611 Bond Interest	-\$141,950.33	\$0.00	\$0.00
E 640-48000-611 Bond Interest	\$0.00	-\$63,565.00	-\$62,065.00
E 640-48000-621 Fiscal Agent s Fees	\$0.00	\$0.00	-\$400.00
E 640-49100-621 Fiscal Agent s Fees	-\$450.00	\$0.00	\$0.00
E 640-48000-710 Interfund Loan Transfers	\$0.00	-\$35,320.00	-\$35,000.00
E 640-49100-722 Operating Transfers - Streets	-\$129,000.00	\$0.00	\$0.00
E 640-48000-728 Operating Transfers - General	-\$15,000.00	-\$15,000.00	-\$15,000.00
Act Type E Expenditure	-\$3,031,588.10	-\$2,899,150.60	-\$2,859,240.00
	\$123,727.09	\$198,549.40	\$140,760.00

Fund To:

Total From General Fund	\$	469,600	\$	145,000	\$	93,674	\$	7,500	\$	715,774
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Enterprise

Total From Enterprise Funds	190,000	89,000	25,000	53,000	\$ 407,000
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TOTAL TRANSFERS

\$	190,000	\$	558,600	\$	170,000	\$	146,674	\$	7,500	\$	-	\$	-	\$	50,000	\$	-	\$	1,122,774
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Proposed CIP Projects for 2016

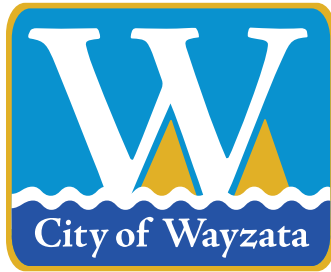
Fund	Project Description	CIP Estimate		Financing Sources				
		Comment	General Fund	State	County	Bonds	Development	Misc.
General Fund	2016: Maintenance-All Buildings-Misc 2016 Sidewalk Repairs/Replacement - 2016 Wrought iron fence sandblasting and painting -2016 UK ST SIDEWALK REPLACEMENT; FERDALE TO BROADWAY (600 Block Not Done)		\$ 24,600.00		-	-	-	-
			\$ 53,100.00		-	-	-	-
			\$ 27,800.00		-	-	-	-
			\$ 185,900.00		-	-	-	-
		Subtotal:	\$ 291,400 \$	105,500 \$	- \$	- \$	- \$	- \$
Streets Fund	2016: Miscellaneous streets & sealcoats Grove Ln (Street Improvements; two way & parking)-2016 Lake Street - Barry Ave to Ferndale N (Mill & Overlay)-2016 Lake Street-600 Block Replace Street Signs Throughout City		\$ 734,300.00		-	-	-	-
		ect to be reviewed & approved b	\$ 143,400.00		-	-	-	-
			\$ 178,600.00		-	-	-	-
			\$ 327,100.00		-	-	-	-
			\$ 36,100.00		-	-	-	-
Parks and Trails Improvement Fund	Resurface Ball Tennis Court (about every 5 years) Planting, Removal, & Management of City Trees (including Est. EAB Management) 2016 Wayfinding Signs-Phase 4 Adirondack Seating for City Parks		\$ 1,419,500 \$	1,419,500 \$	- \$	- \$	- \$	- \$
			\$ 20,600.00		-	-	-	-
			\$ 55,000.00		-	-	-	-
			\$ 38,900.00		-	-	-	-
			\$ 4,000.00		-	-	-	-
Lakefront Improvement Fund	Lake Front Ice Skating-Just West of Lake Entrance from Beach During Winter Season Improved Depot Bathroom Facilities		\$ 118,500 \$	118,500 \$	- \$	- \$	- \$	- \$
			\$ 1,100.00		-	-	-	-
			\$ 10,300.00		-	-	-	-
			\$ 11,400 \$	11,400 \$	- \$	- \$	- \$	- \$
		Subtotal:	\$ 118,500 \$	118,500 \$	- \$	- \$	- \$	- \$
Stormwater Improvement Fund	Circle Drive E Stormwater Improvements Replace Storm Sewer at Klappich Park Wet Land Enhancement Project (N. Broadway) - Pond Site (West Side of Broad.) Wetland Bank Site (N. Broadway Site) Phase 2 (from 2011-2016)	if Storm Sewer Study Report-20	\$ 195,700.00		-	-	-	-
			\$ 81,200.00		-	-	-	-
			\$ 288,500.00		-	-	-	-
		Moved from 2015 to 2016	\$ 30,700.00		-	-	-	-
		Subtotal:	\$ 596,100 \$	596,100 \$	- \$	- \$	- \$	- \$
Water Improvement Fund	Ground Monitoring Well Required by DNR UPDATE OF 2003 WATER SYSTEM PLAN & WCIP		\$ 29,000.00		-	-	-	-
			\$ 34,500.00		-	-	-	-
			\$ 63,500 \$	63,500 \$	- \$	- \$	- \$	- \$
		Subtotal:	\$ 63,500 \$	63,500 \$	- \$	- \$	- \$	- \$
Sewer Improvement Fund	INFLOW & INFILTRATION INVESTIGATION - PHASE 1 (East Side of City) REPAIR/UPGRADE OF SEWER LINES-2016 (including yearly Root Treatment) UPGRADE #19 LIFTSTATION-LAKE ST W Sewer Lining: Bovey Rd-Highcroft-Heavey La (Phase B) (2,352 Ft)		\$ 33,700.00		-	-	-	-
			\$ 40,600.00		-	-	-	-
			\$ 39,900.00		-	-	-	-
			\$ 158,900.00		-	-	-	-
		Subtotal:	\$ 273,100 \$	273,100 \$	- \$	- \$	- \$	- \$
Liquor Store Enterprise Fund	Bar Software Muni Network POS System		\$ 29,000.00		-	-	-	-
			\$ 23,000.00		-	-	-	-
			\$ 26,800.00		-	-	-	-
			\$ 78,800 \$	78,800 \$	- \$	- \$	- \$	- \$
		Subtotal:	\$ 78,800 \$	78,800 \$	- \$	- \$	- \$	- \$
Library Fund			\$ - \$	- \$	- \$	- \$	- \$	- \$
		Subtotal:	\$ - \$	- \$	- \$	- \$	- \$	- \$
Cemetery Fund Fund			\$ - \$	- \$	- \$	- \$	- \$	- \$
		Subtotal:	\$ - \$	- \$	- \$	- \$	- \$	- \$
Maintenance Fund Fund	PW Facility, Building Equipment Maintenance - 2016 Replace Garage Aprons including screw piles-2016 Repainting of Exterior of Building Reroof of Building, (1,400 SQ FT @ 00 Per sq ft.) Prairie Maint. of City Hall, Mill St. & Road Masters Areas-2016 Dakota & Luce Line Trails- Directional Signage Between Trails along Path Post Office Park-Repair Boardwalk Walkway Initiate Park Programs through City Web Site Programming Coordinator Update Parks & Trails Brochure Dredging Channel Marina Maintenance / Minor Repairs / Landscaping-2016 Install Valves in Distribution System-2016 RENOVATE (WPHS) HIGH SERVICE PUMP #1 Replace or Add Hydrants to System-2016 Water Leak Study (Every 3 years)-2016 Implementation of Wellhead Objectives-2016 Games Ice Machine Outdoor Heaters (3)		\$ 2,300.00		-	-	-	-
			\$ 13,600.00		-	-	-	-
			\$ 8,800.00		-	-	-	-
			\$ 13,200.00		-	-	-	-
			\$ 10,500.00		-	-	-	-
12-01-2015CC PACKET Page 116 of 191			\$ 2,200.00		-	-	-	-
			\$ 6,400.00		-	-	-	-
			\$ 2,200.00		-	-	-	-
			\$ 4,300.00		-	-	-	-
			\$ 4,300.00		-	-	-	-
			\$ 11,300.00		-	-	-	-
			\$ 7,600.00		-	-	-	-
			\$ 9,800.00		-	-	-	-
			\$ 7,600.00		-	-	-	-
			\$ 5,500.00		-	-	-	-
			\$ 2,400.00		-	-	-	-
			\$ 9,900.00		-	-	-	-
			\$ 6,600.00		-	-	-	-
			\$ 9,100.00		-	-	-	-
			\$ 20,600.00		-	-	-	-
			\$ 161,500 \$	140,900 \$	- \$	- \$	- \$	20,600 \$
		Subtotal:	\$ 161,500 \$	140,900 \$	- \$	- \$	- \$	20,600 \$
		TOTAL:	\$ 3,013,800 \$	2,807,300 \$	- \$	- \$	- \$	488,400 \$
			\$ 97					
			\$ 488,400					

2016 EQUIPMENT REPLACEMENT SCHEDULE						
DEPT.	EQUIPMENT DESCRIPTION	COMMENTS	YEAR PURCH.	USEFUL LIFE	REPLACE- MENT YEAR	CURRENT COST TO REPLACE
Street	Skid Steer Pickup Broom	NEW		1	2016	\$3,991
Utilities	1/2 TON PICKUP TRUCK (Chev 1500)	Bernie's Pickup	2008	7	2016	\$19,140
Parks	1/2 TON PICKUP TRUCK (Chev 1500)	Kurt R's Truck	2008	7	2016	\$19,140
Parks	POWER GENERATOR-SMALL		2006	10	2016	\$3,149
Parks	1/2 TON PICKUP TRUCK (Chev 1500 Heavy Duty)	Mowing Trailer	2004	7	2016	\$21,910
Parks	Holder C9.78 Tractor (with trade-in \$77,068.73)		2004	12	2016	\$117,298
Parks	JD 2910A (54" Deck) Mower		2010	6	2016	\$7,720
Parks	KUBOTA L-4200 w/broom-(broom ice rink with)	Replace with skid loader?	1995	15	2016	\$53,560
Parks	MB MCD-WB Broom Mach.	Walk Behind Type	2004	10	2016	\$3,856
Eng.	SURVEY EQUIPMENT		2004	10	2016	2,575
Police	132 INVESTIGATOR'S CAR	Grey Ford Taurus-Motor	2006	5	2016	\$25,000
Police	142 4WD Chev. Tahoe		2011	4	2016	\$30,000
Police	COPIER		2003	6	2016	\$5,853
Police	Police Rifles (1 of 11 Per Year)	Replace 1 Rife per Year		11	2016	\$1,061
Police	Replace Tasers (1 of 6 per Year)	Replace 1 Taser Per Year		6	2016	\$2,122
Police	SQUAD CAR COMPUTERS X 4 Vehicles		2006	5	2016	\$18,008
Admin	COMPUTER REPLACEMENT Est. 60 (Replace 12 per Yr.)			5	2016	\$15,136
Admin	PRINTERS, PLOTTER, & MISC. HARDWARE			5	2016	\$3,617
Admin	Server-1 Including Server Software		2011	5	2016	\$27,992
Admin	SOFTWARE-CERTIFICATE UPGRADES-& RENEWALS			5	2016	\$17,000
Fire	#18 1996 Freightliner Pumper		1996	20	2016	\$443,210

\$841,339

By Department

Street	\$3,991
Utilites	\$19,140
Parks	\$226,634
Eng.	\$2,575
Police	\$82,043
Admin	\$63,745
Fire	\$443,210
Total	\$841,339



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 24, 2015
To: Mayor Willcox and Councilmembers
From: Heidi Nelson, City Manager
Steve McDonald, Contracted Finance Director
Subject: WWS and WBG business plan

As a part of the city's Strategic Plan, an initiative was identified to build an updated business plan specific to the operations of Wayzata Wine and Spirits and Bar and Grill. Attached is the plan created in the fall of 2015. This plan was built with significant involvement from GM's Kevin Castellano and Jeff Petrieni and utilized the 2016 budget as a starting point for five year financial projections. This plan is reviewed at each months' manager meeting.



Wayzata Municipal Liquor Operations
Strategic Game Plan
9/1/15 to 8/31/16

Strategic Objective	Measurement	Strategy/Initiative	Due Date	Assigned To
1. Develop Offerings and Pricing & Marketing Strategy	- Gross profit metrics (e.g., food cost as % of revenue) # of new menu items - Rating current menu items	1.1 Match offerings to demand – both 1.2 Build pricing strategy – both 1.3 Build promo and marketing plan – WWS	1/1/16 WBG 3/31/16 WWS 11/1/15 WBG 11/30/15 WWS 1/31/16 WWS	Jeff Kevin Jeff Kevin Kevin
2. Develop Service and Quality	- Documented service standards % of all hires completing annual service standard test	2.1 Consistent service standards established and trained on – both 2.2 Build food plan with suppliers – WBG	1/31/16 1/31/16	Jeff (WBG)/Kevin (WWS) Jeff
3. Differentiate in the Community	# of events \$'s invested in City assets	3.1 Community event/sponsor plan – both	1/31/15	Jeff (WBG)/Kevin (WWS)
4. Attract, Retain, and Develop the Best Talent	% of new hires completing service and product knowledge orientation test - Employees evaluated on core values - Turnover rate	4.1 Recruit and build orientation program based on core values – both 4.2 Document evaluation process - both	2/28/16 2/28/16	Jeff (WBG)/Kevin (WWS) Jeff (WBG)/Kevin (WWS)



Wayzata Municipal Liquor Operations
Strategic Game Plan
9/1/15 to 8/31/16

Vision

To be the premier hometown gathering place and go-to liquor store that returns a good profit to the City to invest in community assets.

Mission Statement

Our mission is to earn the trust of our residents, customers and guests. We value our employees and give them opportunities to grow and be challenged. We will invest by returning our profits in the community

Core Values

- Attentive and personal service
- Team-oriented work ethic
- Clean, quality environment
- Quality product that meets customer desires

Strategic Objectives

- Develop Offerings
- Develop Service and Quality
- Differentiate
- Attract, Retain, and Develop the Best Talent



Wayzata Municipal Liquor Operations
Financial Projections and Metrics - WBG
Actual 2012-2014 and Budgeted 2015-2020

	Actual 2012	Actual 2013	2014	Budget 2015	Budget 2016	Projected 2017	Projected 2018	Projected 2019	Projected 2020
Liquor - Bar and Grill									
Revenue	\$2,753,507	\$2,920,439	\$3,142,763	\$3,106,581	\$3,000,000	\$3,119,925	\$3,244,644	\$3,374,351	\$3,509,242
Cost of goods sold	(883,547)	(881,753)	(995,755)	(988,125)	(909,750)	(936,190)	(955,804)	(975,234)	(995,247)
Operating expenses	(1,399,439)	(1,439,499)	(1,582,663)	(1,747,141)	(1,784,525)	(1,766,999)	(1,784,890)	(1,803,316)	(1,822,294)
Depreciation	(3,873)	(73,342)	(72,743)	(73,000)	(73,000)	(73,000)	(73,000)	(73,000)	(73,000)
Debt interest	-	(213)	-	(63,565)	(62,465)	(60,902)	(59,264)	(57,077)	(54,790)
Other financing sources	(155,565)	(15,000)	(15,000)	(50,320)	(50,000)	(51,500)	(53,046)	(54,637)	(56,276)
Net revenue/(expense)	311,083	510,633	476,602	184,430	120,260	231,334	318,640	411,087	507,635
Other cash use:									
Add back depreciation	3,873	73,342	72,743	73,000	73,000	73,000	73,000	73,000	73,000
Capital purchases	-	(5,024)	(20,147)	-	-	-	(45,700)	(18,100)	-
Bond principal	-	-	-	(50,000)	(52,500)	(55,000)	(55,000)	(57,500)	(60,000)
Net cash effect	\$ 314,956	\$ 583,975	\$ 549,345	\$ 207,430	\$ 140,760	\$ 249,334	\$ 336,640	\$ 426,587	\$ 520,635
Cost of goods sold	32%	30%	32%	32%	30%	30%	29%	29%	28%
Gross profit	68%	70%	68%	68%	70%	70%	71%	71%	72%
Operating expenses	51%	49%	50%	56%	59%	57%	55%	53%	52%
Net income before transfers	17%	18%	16%	8%	6%	9%	11%	14%	16%



Wayzata Municipal Liquor Operations
Financial Projections and Metrics - WWS
Actual 2012-2014 and Budgeted 2015-2020

	Actual		Budget		Projected		Projected		Projected	
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2020
Liquor - Off Sale										
Revenue	\$2,411,676	\$2,397,472	\$2,464,176	\$2,559,400	\$2,559,400	\$2,661,776	\$2,768,247	\$2,878,977	\$2,994,136	
Cost of goods sold	(1,783,340)	(1,754,637)	(1,805,821)	(1,851,500)	(1,712,000)	(1,763,360)	(1,816,262)	(1,870,749)	(1,926,871)	
Operating expenses	(432,388)	(446,862)	(452,077)	(515,138)	(503,874)	(518,990)	(534,561)	(550,599)	(567,116)	
Depreciation	(708)	(73,342)	(72,743)	(73,000)	(73,000)	(73,000)	(73,000)	(73,000)	(73,000)	
Debt interest	-	(213)	-	(63,565)	(62,465)	(60,490)	(58,840)	(56,640)	(54,340)	
Transfer out	(155,565)	(15,000)	(15,000)	(50,320)	(50,320)	(50,320)	(50,320)	(50,320)	(50,320)	
Net revenue/(expense)	39,675	107,420	118,535	5,877	157,741	195,616	235,264	277,669	322,489	
Other cash use:										
Add back depreciation	708	73,342	72,743	73,000	73,000	73,000	73,000	73,000	73,000	
Capital purchases										
Bond principal	-	-	-	(50,000)	(52,500)	(55,000)	(55,000)	(57,500)	(60,000)	
Net cash effect	\$ 40,383	\$ 180,761	\$ 191,278	\$ 28,877	\$ 178,241	\$ 213,616	\$ 253,264	\$ 293,169	\$ 335,489	
Cost of goods sold	74%	73%	73%	72%	67%	66%	66%	65%	64%	
Gross profit	26%	27%	27%	28%	33%	34%	34%	35%	36%	
Operating expenses	18%	19%	18%	20%	20%	19%	19%	19%	19%	
Net income before transfers	8%	5%	5%	2%	8%	9%	10%	11%	12%	



Planning Report
Wayzata City Council
December 1, 2015

File Case No. PR 2015-12
Applicant: The Davis Group
Address of request: 1120 Wayzata Blvd East
PID number: 05-117-22-32-0076
Prepared By: Jeff Thomson, Director of Planning and Building
Project Summary: Development Application requests Design Review to construct a new two-story 16,000 square foot building.

PROJECT SUMMARY

Section 1. Development Application

- 1.1. General. The Davis Group (the “Applicant”) is proposing to construct a 16,000 square foot, two story medical specialty building at 1120 Wayzata Blvd East (the “Property”). The site is currently occupied by a two story medical office building located roughly in the middle of the site with parking provided between the building and Wayzata Blvd. The Davis Group building would be located along the Wayzata Blvd frontage, with a shared access with the property to the east running along the east side of the site. This access would provide connection to the 57 parking stalls that would be located to the south and east of the building. There are two entries to the building proposed, one in the northeast corner of the building leading to the Wayzata Blvd sidewalk, and one in the southeast corner of the building leading to parking area (the “Project”).

The site is adjacent to Heritage Park and an apartment building to the west, a multiple tenant retail building (Jimmy John’s) to the east, and Colonial Square shopping is located to the north across Wayzata Blvd. This property and the property to the east (Jimmy John’s) are both owned by the same company, Alshouse Company LLC. The two properties are proposed to share features such as the access drive, trash enclosure, and parking. If this project is approved, an easement would be required to ensure that these shared features are available in the future if one of the properties were to be sold.

A narrative describing the Project is included as Attachment A. Existing Conditions and Proposed Site plans of the proposed expansion are included as Attachment B.

1.2 Relevant Property Information.

Zoning:	C-3 Service District
Comp Plan:	Mixed Use Commercial
Tenant Space:	16,000 sq ft medical clinic/office

1.3 Legal Description.

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

Address	PID	Property Owner
1120 Wayzata Blvd East	05-117-22-32-0076	Alshouse Company LLC

Image 1.1: Context Aerial



1.4 Public Notice Requirements.

The Zoning Ordinance does not require a public hearing for Design Review. As a courtesy, the City provided a Notice of Public Hearing that was published in the Lakeshore Weekly on September 22, 2015. A copy of the Notice of Public Hearing was also mailed to all property owners located within 350 feet of the

subject property on September 21, 2015. The Planning Commission held a public hearing meeting on the Application on October 5, 2015.

1.5 October 5, 2015 Planning Commission Meeting Summary.

The Planning Commission reviewed the Application at its October 5th meeting. At the meeting, the Planning Commission requested additional information from the applicant regarding the site and building design. The Planning Commission requested the following information:

- Number of trucks expected to deliver fill to the site.
- The rights allowed by the existing easements and the easements that would be needed to be created for the joint parking and trash enclosure.
- Screening of the west elevation.
- Shared parking analysis with 1200 Wayzata Blvd.
- Fencing and vegetative screening of the parking lot.
- Additional explanation of the stormwater design
- Traffic study.
- Annual planter and/or window box plantings.
- Consideration of adjusting parking lot light fixtures to lessen the glare towards the west.
- Building materials samples.
- Additional information on the retaining wall design and the stormwater's designs impact on the retaining wall.
- Compliance with the setback to the apartment building property line.
- How snow storage will be handled.

The applicant submitted a letter and revised plans which address the comments and questions that the Planning Commission had. The letter and plans are provided in Attachment A and Attachment B.

1.6 November 2, 2015 Planning Commission Meeting Summary.

The Planning Commission again reviewed the Application at its November 2nd meetings. At the November 2nd meeting, the Planning Commission asked City Staff for follow-up on several projects details, and voted five (5) in favor and one (1) opposed to direct Staff to prepare a Planning Commission Report and Recommendation, with appropriate findings, reflecting a recommendation of approval on the Application, for review and adoption at the next Planning Commission meeting. The draft Planning Commission meeting minutes are provided on Attachment C.

1.7 November 16, 2015 Planning Commission Meeting Summary.

At its meeting on November 16, 2015, the Planning Commission voted five (5) in favor and zero (0) opposed to adopt the Planning Commission Report and

Recommendation for approval of Design Review. The Planning Commission Report and Recommendation is provided on Attachment D.

Section 2: Summary of Issues

2.1 Surrounding Uses

A summary of land uses and their respective zoning classifications for the immediate area:

Adjacent property uses are:

Adjacent Property	Zoning	Uses
North	C-2: Shopping Center District	Commercial Shopping Center
South	R-2A: Single Family Residential District	City Park
East	C-3: Service District	Multiple Tenant Commercial
West	C-3: Service District and R-5: Average High Density Residential District	City Park and Apartments

Heritage Park is located directly west of this site; an apartment building is located to the southwest of the site; the Wayzata nature center is located to the south; a multiple tenant retail building (including Jimmy John's) is located to the east; and the Colonial Square Center is located to the north across Wayzata Blvd.

2.2 Project Hardcover Calculations and Lot Areas

The Property has the following proposed hardcover as part of the Project:

Item	Proposed	Percentage
Impervious Surface	31,100 SF	75%
Landscaped Space	9,240 SF	22%

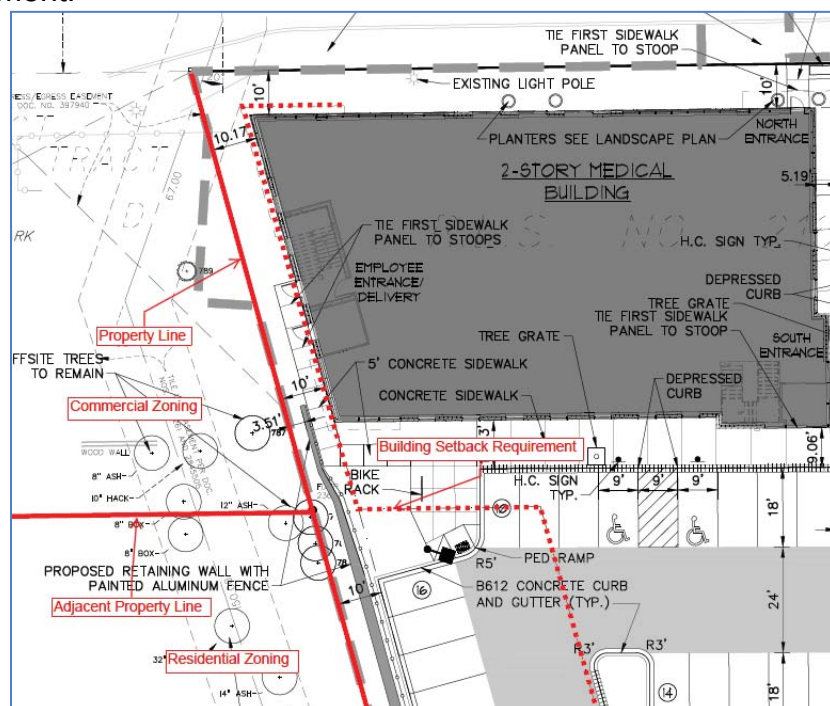
The Application would comply with the Zoning Ordinance requirements for impervious surface and landscaped surface. There is no maximum impervious surface within the C-3 zoning district, and City Code § 801.77.6 F. requires that at least 20% percent of a C-3 zoned site be landscaped and maintained.

2.3 Zoning Analysis.

A comparison of the C-3 Standards and the proposed Project is as follows:

C-3 District	Code Standard	Proposed
Minimum Lot Area	15,000 sq ft	41,425 sq ft
Minimum Lot Width	N/A	177 ft
Minimum Lot Depth	N/A	300 ft
Front Yard Setback (min.)	10 ft	10 ft
Side Yard Setback (Northwest C-3 Zoning)	10 ft	10 ft
Side Yard Setback (Southwest R-5 Zoning)	50 ft	N/A
Rear Yard Setback (R2-A Zoning)	50 ft	~240 ft
Lot Coverage	50%	19%
Floor to Area Ratio	1.0	0.38

At the Planning Commission meeting on October 5th, there was discussion about the setback requirement for the building from the west property line. The C-3 zoning district requires a minimum building setback of 10 feet, except from a property line abutting a residential district where a 50-foot setback is required. The west property line abuts two separate parcels – Heritage Park which is zoned C-3/Service District, and Boardwalk Apartment building, which is zoned R-5/Average Density Residential District. Staff has reviewed the setback requirement and determined that the building would meet the setback requirement. The issue is that the uses abutting the west property line vary given the adjacent parcel configuration. By definition, setbacks are measured perpendicular to a property line, so the following diagram outlines the setback requirement:



2.4 Building Height.

The C-3: Service District allows a building height of thirty (30) feet or two (2) stories, whichever is less. Additionally, City Code § 801.19.2 B. allow parapets to exceed the building height by no more than five (5) feet. The majority of the building is proposed to be twenty eight (28) feet, with the center Wayzata Blvd façade and the southeast corner of the building over the entrance extending up to thirty (30) feet. The rooftop parapet in the middle of the building screening the rooftop mechanicals extends up to a height of thirty five (35) feet. The proposed building elevations comply with the C-3 building height standards.

2.5 Stormwater Management.

The site is currently 57% impervious surface and is proposed to be expanded to 75% impervious surface (0.17 acre increase). The stormwater retention proposed to handle this increase would be the construction of two perforated sump catch basins within the parking lot. The remaining runoff heads to the south and eventually into the wetland within the Wayzata nature preserve.

2.6 Parking Calculations.

Parking for the Property would be provided through expanding the existing parking lot to the south and the east. This expansion is accomplished by removing existing trees and the construction of a new retaining wall. The Applicant would provide 57 on-site parking spaces, four of which would be handicapped stalls. The City's parking requirement for a medical clinic are based on the number of doctors practicing at the clinic. The requirement is a minimum of six (6) parking stalls for each doctor. Based on the proposed 57 parking stalls, the medical clinic(s) could have up to nine practicing physicians.

The applicant has submitted a shared parking plan for both properties, as requested by the Planning Commission. The retail building to the east has surplus parking that could be utilized by the proposed development under a cross parking agreement. The retail building to the east currently has 72 parking stalls, but two stalls would be removed for the construction of the shared trash enclosure. The remaining 70 parking stalls is greater than the 52 stalls the site is required to have by the zoning ordinance, based on the current occupants. The applicant's narrative states that the adjacent property owner is agreeable to a shared parking agreement, which could be included as a condition of approval. The number of physicians practicing within the clinic would depend on the number of parking stalls included in the cross parking agreement.

2.7 Site Access and Internal Circulation.

Vehicle access to the site is being maintained in its current location on Wayzata Blvd. This location is a shared access to the subject property and the multiple tenant commercial property to the east. The shared access is guaranteed through an access easement over the entry drive. No other vehicle access to the site is proposed. There is a current ingress/egress easement to the access across Heritage Park to the west. The City Engineer has requested that this easement be vacated as a part of this approval, which is included as a condition of approval in the draft Resolution.

Internal vehicle circulation would utilize the shared drive aisle on the property to the east. The shared drive aisle would provide connections to the new parking lot on the south side of the building. The shared access drive would also maintain a direct connection to the southerly drive aisle on the easterly property which provides access to the bank drive thru window. Maintaining the drive aisle connection was requested by the Planning Commission.

2.8 Landscaping.

Currently, there are 51 trees on the site. The Applicant is proposing to remove 34 trees (67% removal) for the development: five (5) for the construction of the building; three (3) for the construction of the sidewalks and pedestrian facilities and 26 for the construction of the parking lot. In caliper inches of trees, there are currently 816 inches of trees onsite and the applicant is proposing to remove 585 inches of trees (72% removal).

The Applicant would preserve the remaining 17 trees, and would plant an additional nine (9) new trees (16.5 caliper inches) on the site for a proposed total of 26 trees. Thus, there would be a net reduction of 25 trees and 568 caliper inches for the entire site. The Applicant revised the landscape plan at the request of the Planning Commission to add six (6) Techny Arborvitae along the west side of the proposed building to screen the building and site from Heritage Park and the apartments to the west. The tree removal and landscaping plan is provided in Attachment B.

2.10 Design.

The Project is subject to the Wayzata Blvd District of the Design Standards. A Design Review Critique of the proposal is included as Attachment F.

2.11 Trash Enclosure.

The current trash enclosure on the site is being demolished and a new trash enclosure is being proposed to be constructed behind the Jimmy John's on the property to the east. The property to the east is currently owned by the same entity as the proposed development site. Constructing the trash enclosure on the property to the east may be acceptable if an easement is recorded on the

eastern property to ensure that the trash services will always be provided if either property were to be sold. The trash enclosure easement is included as a condition of approval in the draft Resolution.

The trash enclosure would be constructed of the same utility brick of the proposed building, as required by the Design Review Standards.

Section 3. Applicable Code Provisions for Review

3.1 Design Standards City Code §801.09.

The City States that the purpose of the Design Standards are:

The design standards set forth in this Section 9 of the Wayzata City Zoning Ordinance are referred to collectively as the “Design Standards” or the “Standards”. The purpose of the Design Standards is to shape the City’s physical form and to promote the quality, character and compatibility of new development in the City. The Standards function to:

1. To guide the expansion and renovation of existing structures and the construction of new buildings and parking, within the commercial districts of the City;
2. To assist the City in reviewing development proposals;
3. To improve the City’s public spaces including its streets, sidewalks, walkways, streetscape, and landscape treatments.

The relevant design criteria for the “Wayzata Blvd Design District” are as reflected in the Design Critique attached to this Report as Attachment F.

The building and site design complies with Design Standards, and the Applicant is not requesting any deviations from the Standards. The Planning Commission specifically discussed the following design elements:

- Main entrance on Wayzata Boulevard E: §801.09.10.1 states that “main entries” shall face the primary street at sidewalk grade. There is an entry onto Wayzata Blvd at the northeast corner of the building and an entry at the southeast corner near the parking stalls. The overall building design treats both entries similarly, but the Wayzata Blvd entry has a single three (3) foot wide door and the parking lot entry has a set of double 4.5 foot wide doors. The Planning Commission Report and Recommendation requires that the north entrance along Wayzata Boulevard include a double door entrance, similar to the south entrance. The Applicant stated that they were agreeable to this change.
- Boulevard Trees: §801.09.14.1 D. and §801.09.14.3 requires that three (3) caliper inch trees be planted and the proposed landscape plan includes 1.5

inch Japanese tree lilacs. The Planning Commission Report and Recommendation requires that the trees be increased in size to a minimum of three (3) inches. The Applicant stated that they were agreeable to this change.

- Canopies: The building design includes awnings constructed of metal composite panels at the corners of the building. §801.09.11.1 I. state that awning may be constructed only of heavy canvas in dark solid colors; highly detailed, ornate metal in dark colors, or glass. The applicant is not requesting that the awnings to be counted as one of the three breaks required in §801.09.4.1. The Planning Commission discussed the proposed metal canopies on the building and thought that they were a desirable design element of the project. Therefore, the Planning Commission Report and Recommendation does not include any changes to the metal canopies shown on the proposed plans.

Section 4: Department Comments

City Engineer

- Will need Hennepin County permit to work in Wayzata Blvd (Page C3.0).
- Contact City Public Works for salvaging on street light impacted by Project (Page C0.0).
- The catch basin in NW corner to be abandoned (Page C0.0).
- Contractor must provide traffic control plan to City Engineer and Hennepin County for review and approval prior to construction work.
- Would need to vacate ingress/egress access easement over adjacent City Park to the west.
- How will perforated pipe system affect proposed retaining wall?
- Concern about the amount of retaining wall and grading on SW slope.
- Existing water service is four inch (4"); existing sewer service is four inch (4") Schedule 40.
- Existing utility services must be physically disconnected by contractor prior to issuance of demolition permit. City will require that the existing water service be capped at the tee, in front of the adjacent property. Pipe may be abandoned in-place, provided it is capped on each end. This water service abandonment should coincide with the new service installation (night work) to minimize water shut down.
- Erosion control measures must be in place prior to demolition.
- For the installation of the six inch (6") water connection in Wayzata Blvd, the contractor will need a permit from Hennepin County to complete work, and also may need a City approval for work at night, as the City would need to shut off water from Birch Bend, West to intersection of Wayzata Blvd and CR 101. A six inch (6") T would need to be cut into existing six inch (6") water main to complete six inch (6") water service installation. It should be noted that there is a ten inch (10") concrete section in Wayzata Blvd with

approximately four inch (4") to six inch (6") of asphalt on top of concrete section that the County would require to be saw cut, removed, work completed, and concrete reinstalled with dowels into existing concrete panels along with asphalt replacement.

- City and Minnehaha Creek Watershed District (MCWD) require minimum of six inches (6") of topsoil. See planting note #1 on Page L1.0.

City Parks

- Coordinate protection of irrigation system on NW side of property.
- Follow City Tree Ordinance
- Need to provide a Tree Survey

Fire Marshal

- Must meet requirements of Minnesota State Fire Code.

Section 5: Action Steps

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

1. Adopt the Draft Resolution No. 50-2015 approving Design Review for the Project included as Attachment E of this Report.
2. If the Council wishes to significantly modify the Resolution for approval, the Council should direct staff to prepare a revised Resolution for review and adoption at the next Council meeting.
3. If the Council wishes to pursue a denial motion, the Council should direct staff to prepare a revised Resolution reflecting the denial motion for review and adoption at the next Council meeting.

Attachments:

Attachment A: Supplemental Information from Applicant

- o Attachment A-1: Letter from BDH & Young
- o Attachment A-2: Memorandum from Alliant Engineering
- o Attachment A-3: Letter from The Davis Group
- o Attachment A-4: Building Material Samples

Attachment B: Project Plans

- o Attachment B-1: Cover Sheet (T001)
- o Attachment B-2: Removals Plan (C0.0)
- o Attachment B-3: Site Plan (C1.0)
- o Attachment B-4: Parking Calculation (C1.1)
- o Attachment B-5: Grading, Erosion and Sediment Containment Plan (C2.0)
- o Attachment B-6: Erosion and Sediment Control Notes and Details (C2.1)
- o Attachment B-7: Utility Plan (C3.0)

- o Attachment B-8: Landscape Plan (L1.0)
 - o Attachment B-9: Tree Inventory, Preservation & Removal Plan (L2.0)
 - o Attachment B-10: Preliminary Floor Plans (PZ-1)
 - o Attachment B-11: Preliminary Exterior Elevations (PZ-2)
 - o Attachment B-12: Photometric Plan
- Attachment C: Planning Commission Meeting Minutes
- o Attachment C-1: October 5, 2015 Approved Meeting Minutes
 - o Attachment C-2: November 2, 2015 Draft Meeting Minutes
- Attachment D: Planning Commission Report and Recommendation
- Attachment E: Draft Resolution No. 50-2015
- Attachment F: Design Review Critique

Description of Request:

The proposed redevelopment site includes construction of a new two story 16,000 square foot Medical/Dental specialist building on a .95 acre site. The proposed building is located at the north end of the site to enhance the urban streetscape along Wayzata Boulevard. The parking is located behind the building in order to shield the parking lot from Wayzata Boulevard. The primary building entrance is at the S.E. corner of building to provide an easy access point from the parking lot for the staff and patients. A covered canopy element runs along the entire east side of the building to create an entrance statement and promote pedestrian access from the sidewalk along Wayzata Boulevard. The exterior design incorporates a variety of building materials including brick, stone, glass and architectural metal. The building form includes varying parapet heights and architectural detailing that enhance the pedestrian experience along Wayzata Boulevard.

RECEIVED

AUG 03 2015

CITY OF WAYZATA

FILE COPY

10.22.2015

City of Wayzata
Planning Department

Regarding:
Wayzata Specialty Center
1120 Wayzata Blvd. East
Wayzata, MN

This letter is in response to the email received on October 7th, 2015 from Eric Zweber regarding the proposed Wayzata Specialty Center at 1120 Wayzata Blvd.

- *Number of trucks expect to deliver fill to the site.*
It is expected that the site will need approximately 400 - 500 cubic yards of material for both fill and site pavement/floor slab base. This equates to approximately 50 trucks of material with 10 CY per truck.
- *The rights allowed by the existing easements and the easements that will need to be created for the joint parking and trash enclosure.*
Mark Davis with the Davis Group and Craig Alshouse the current property owner of the adjacent property to the East have met and agreed to a cross easement arrangement for both parking and the trash enclosure. See the attached revised Parking Calculation Plan C1.1 that shows that the total parking requirement for the two properties will be met when combining the parking spaces from both sites.
- *Screening of the West Elevation.*
See revised landscape plan L1.0 which shows the addition of Techny Arborvitae between Heritage Park and the west elevation of the proposed new building.
- *Shared parking analysis with the 1200 Wayzata Blvd.*
See the attached revised Parking Calculation Plan C1.1 that shows that the total parking requirement for the two properties will be met when combining the parking spaces from both sites. In addition, the revised site plan provides a traffic aisle leading from the entrance off of Wayzata Boulevard to the south end of the site to facilitate bank drive through traffic and improve overall traffic circulation within the site. This is a modification that was requested by the Planning Commission and staff.
- *Fencing and vegetative screening of the parking lot.*
See revised site plan C.1 identifying the black aluminium fencing to be installed at the top of the retaining wall and the revised Landscape Plan L1.0 showing the addition of Englemann Ivy to be planted at the base of the retaining wall along the west side of the proposed property.

- *Additional Explanation of the stormwater design (particularly addressing Engineer Kelly's concerns).*
See attached Memorandum from Alliant Engineering discussing the Stormwater management System.
- *Traffic study.*
See attached memo regarding estimated traffic numbers.
- *Annual planter and/or window box plantings.*
Annual planters have been added along Wayzata Boulevard. See revised Landscape Plan L.1
- *Consideration of adjusting parking lot light fixtures to lessen the glare towards the west.*
The height of the light poles have been reduced in order to eliminate any foot-candles of light onto the adjacent residential site.
See revised photometric site lighting plan.
- *Building Materials sample.*
See materials sample board.
- *Additional information on the retaining wall design and the stormwater designs impact on the retaining wall.*
See attached Memorandum from Alliant Engineering discussing the Stormwater management System.
- *Compliance with the setback to the apartment building property line.*
In discussions with the Planning Department, the proposed site plan meets the setback requirements.
- *How snow storage will be handled.*
See revised site plan C.1 for the proposed snow storage area at the S.W. corner of the site.

Patrick J. Giordana AIA
Vice President / Architecture



Memorandum

TO: Eric Zweber c/o the City of Wayzata

FROM: Mark Rausch, PE

DATE: October 22, 2015

SUBJECT: Wayzata Specialty Center Summary of Stormwater Management System

This memo has been prepared at your request to provide a brief summary of the stormwater management system proposed for the Wayzata Specialty Center. Please also refer to the provided stormwater management study which provides the detailed calculations and supplement maps as necessary.

A stormwater management study has been conducted to analyze the stormwater treatment requirements for the proposed specialty center development within the City of Wayzata. The proposed project is 0.95 acres in size with disturbance limits of 0.92 acres. Since the project site and disturbance area is less than 1 acre in size no stormwater management permits are required from the local watershed or for NPDES. The project does propose to increase net site impervious surface by more than 0.1 acre or 10% and so is required to retain stormwater volume from the additional impervious surface in accordance with the City's Surface Water Management Plan. The study shows that the proposed stormwater management facilities are capable of mitigating the effects of the proposed small increase impervious surface. The storm water analysis includes the 0.951 acre site as well as the inclusion of 0.652 acres of offsite catchment that drains through the site from the property to the east

The stormwater management plan for the proposed conditions meets the requirements of the City of Wayzata for stormwater management. The following criterion was used in designing the stormwater management system:

- Volume control retained on site in accordance with the City Stormwater Management Plan and per direction of the City Engineer. Volume equivalent to 1" of instant runoff over the proposed additional impervious surface.
- Analyze the post-development peak runoff rate from the site for the 2, 10 and 100-year 24-hour Type II storm events using Atlas 14 rainfall amounts.

Existing Conditions

The site is currently home to an existing medical building (formally Edina Realty) and parking lot. The site currently has no onsite stormwater treatment and has 0.545 acres of impervious surface. The site also collects sheet runoff from part of the adjacent commercial development parking lot. The property drains to existing storm sewer that either discharges to the northwest to a trunk storm from East Wayzata Boulevard or to storm sewer in the south part of the site. Both storm sewer outlets drain to a wooded swale along the west property line and ultimately out of the southwest site corner to an existing wetland to the south.

Proposed Conditions

The project's stormwater management system will include the construction of perforated underground storm sewer collection and storage system. The stormwater runoff from most of the new impervious surfaces will be collected by storm sewer and piped to the proposed stormwater BMP facilities for volume control. The site's stormwater will ultimately be discharged to the south and southwest similar to the existing conditions.

The stormwater captured by the proposed storm sewer will routed into the perforated storage pipe and manholes for rate and volume control. The storm sewer system provides "retained" runoff storage below the outlet control structure weir. The stored volume is designed to exfiltrate stormwater from the system via pipe perforations and rock bedding. The proposed storage system will also be capturing runoff from the adjacent 1200 East Wayzata Boulevard development parking lot which is currently draining freely via storm sewer to the south.

The proposed stormwater management plan results in reduction in peak discharge rate to Wayzata Boulevard storm sewer in all events and a reduction in the composite peak 100 year discharge rate to the south. There is a minor increase in the composite 2 and 10 year peak discharge rates. Refer to the proposed conditions drainage map and HydroCAD report sheets for additional information.

To analyze peak discharge rates for the existing and proposed conditions, flows were analyzed at three discharge points including: NW (northwest direction to Wayzata Boulevard Storm Sewer), SW (offsite towards wetland), and Total (composite of NW and SW). Existing and Proposed runoff rates as calculated by HydroCAD are listed in the table below:

Event	Existing Totals	Proposed Totals
2 year (2.88" 24hr)	5.07 cfs	5.34 cfs
10 year (4.29" 24hr)	8.06 cfs	8.29 cfs
100 year (7.38" 24hr)	14.79 cfs	14.62 cfs

Stormwater Volume Control and Water Quality

The project is required to provide stormwater volume control in accordance with the City Wayzata criteria. The proposed plan proposes 0.712 acres of impervious surface which is 0.168 acres of additional impervious surface. Since the project proposes to increase the impervious surface by more than 0.1 acres or 10%, the City requires volume control storage equivalent to the instant runoff from a 1" storm over the additional impervious surface. The additional 0.168 acres of impervious surface requires onsite storage or retention of 608 cf of stormwater. As the site and disturbance limit area is <1 acre, no specific stormwater management controls for water quality beyond volume control storage is required, however, sumped manholes are proposed to provide runoff pre-treatment.

BMP	Volume Retained (cf)	Volume Control Credit	Controlled Volume
Underground Storage - Perf. Pipe, Rock Envelope and Perf MH's	857	100%	857



October 26, 2015

Mr. Jeffrey R. Thompson
Director of Planning and Bldg.
City of Wayzata
600 Rice Street E
Wayzata, MN 55391

Re: Parking Overview

Dear Jeff:

As requested by the Planning Commission, we have reviewed our proposed medical office building development and have attempted to evaluate the traffic impacts to the adjacent roadway network in comparison to what currently exists on the site today. Here's a quick recap of the facts:

Current Building Size: 11,000 sq. ft.
New Proposed Development: 16,000 sq. ft.
Net Additional Space: 5,000 sq. ft.
Additional Physicians/Dentists: Two (2.5)

If we assume that the two additional providers each have a staff of 3-4 (3.5) employees and see 3 patients per hour, the trip generation that would occur is as follows:

A.M. Trips	IN	Out	P.M. Trips	IN	Out
	11	5		5	11
	30	30		30	30
Total	41	35		35	41

As you can see, other than A.M. and P.M. commute by clinic staff, the additional 5,000 sq. ft. only equates to an average additional trip generation of 8.75 cars per hour, which is a very nominal impact to current traffic conditions in the area.

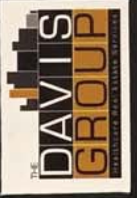
Please let me know if there's anything else we can provide at this time. Thanks.

Sincerely,

Mark A. Davis

WAYZATA

SPECIALTY CENTER



[illegible][illegible]

EXISTING SANITARY SEWER	—
EXISTING STORM SEWER	- - -
EXISTING WATERMAIN	—
EXISTING SANITARY MANHOLE	○
EXISTING CATCH BASIN	□
EXISTING HYDRANT	⊗
EXISTING WELL	⊕
EXISTING TRANSFORMER	⊞
EXISTING GAS VALVE	⊞
CONCRETE SIDEWALK REMOVAL	—
EXISTING GAS LINE	—
EXISTING UNDERGROUND ELECT	—
EXISTING LIGHT POLE	⋆
EXISTING CURB & GUTTER TO CURB & GUTTER TO BE REMOVED	—
EXISTING PROPERTY LINE	—
EXISTING EASEMENT	- - -

CO.0
1 of 8



GENERAL NOTES:

1. PRIOR TO STARTING CONSTRUCTION, THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS HAVE BEEN OBTAINED. NO CONSTRUCTION OR FABRICATION SHALL BEGIN UNTIL ALL NECESSARY PERMITS AND APPROVALS HAVE BEEN OBTAINED. PLANS AND OTHER DOCUMENTS APPROVED BY ALL OF THE PERMITTING AGENCIES.
2. ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH THESE PLANS AND SPECIFICATIONS AND THE REQUIREMENTS AND STANDARDS OF THE LOCAL GOVERNING AUTHORITY.
3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS HAVE BEEN OBTAINED. NO CONSTRUCTION OR FABRICATION SHALL BEGIN UNTIL ALL NECESSARY PERMITS AND APPROVALS HAVE BEEN OBTAINED. PLANS AND OTHER DOCUMENTS APPROVED BY ALL OF THE PERMITTING AGENCIES.
4. CONTRACTOR SHALL PROTECT EXISTING UTILITIES AND STRUCTURES FROM HAZARDS ASSOCIATED WITH THE CONSTRUCTION ACTIVITIES. A SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS HAVE BEEN OBTAINED. NO CONSTRUCTION OR FABRICATION SHALL BEGIN UNTIL ALL NECESSARY PERMITS AND APPROVALS HAVE BEEN OBTAINED. PLANS AND OTHER DOCUMENTS APPROVED BY ALL OF THE PERMITTING AGENCIES.
5. CONTRACTOR SHALL NOT PROVIDE TRAFFIC CONTROL DURING CONSTRUCTION UNLESS APPROVED BY CITY ENGINEER.
6. CONTRACTOR SHALL PROVIDE TRAFFIC CONTROL DURING CONSTRUCTION UNLESS APPROVED BY CITY ENGINEER.
7. CONTRACTOR SHALL BE HELD FULLY RESPONSIBLE TO PREVENT AND CORRECT ANY DAMAGE TO EXISTING UTILITIES AND STRUCTURES DURING CONSTRUCTION. THE PROJECT HAS BEEN COMPLETED.
8. CONTRACTOR SHALL PROVIDE TEMPORARY STREET SIGNS, LIGHTING, AND ADDRESS DURING CONSTRUCTION PERIOD.
9. ALL CONSTRUCTION AND POST CONSTRUCTION PARKING SHALL BE ON-SITE, AND CONSTRUCTION OF PARKING SHALL NOT BE OBTAINED DURING CONSTRUCTION UNLESS APPROVED BY CITY ENGINEER.
10. ALL PUBLIC TRAILS OR WALKS SHALL NOT BE OBTAINED DURING CONSTRUCTION UNLESS APPROVED BY CITY ENGINEER.
11. STORAGE OF MATERIALS OR EQUIPMENT SHALL NOT BE ALLOWED ON PUBLIC TRAILS OR WALKS.
12. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS HAVE BEEN OBTAINED. NO CONSTRUCTION OR FABRICATION SHALL BEGIN UNTIL ALL NECESSARY PERMITS AND APPROVALS HAVE BEEN OBTAINED. PLANS AND OTHER DOCUMENTS APPROVED BY ALL OF THE PERMITTING AGENCIES.
13. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS HAVE BEEN OBTAINED. NO CONSTRUCTION OR FABRICATION SHALL BEGIN UNTIL ALL NECESSARY PERMITS AND APPROVALS HAVE BEEN OBTAINED. PLANS AND OTHER DOCUMENTS APPROVED BY ALL OF THE PERMITTING AGENCIES.

SITE PLAN NOTES:

1. ALL DIMENSIONS ARE TO FACE OF BUILDING AND/OR FACE OF CURB.
2. REFER TO ARCHITECTURAL DRAWINGS FOR CONCRETE STOPS ADJACENT TO PROPOSED BUILDING.
3. ALL CONCRETE CURB AND GUTTER WHICH CHANGES TYPE SHALL HAVE A FIVE FOOT TRANSITION.
4. ALL CONCRETE CURB AND GUTTER ADJACENT TO CONCRETE WALK BE SEPARATED BY A 1/2 INCH EXPANSION JOINT.
5. STIPPLING SHALL BE 4 INCH UNLESS NOTED OTHERWISE.
6. CONTRACTOR SHALL FIELD VERIFY THE LOCATIONS AND ELEVATIONS OF EXISTING UTILITIES AND STRUCTURES PRIOR TO THE START OF SITE GRADING. DISCREPANCIES OF VARIATIONS FROM THE PLANS.
7. REFER TO PHOTOGRAPHIC PLAN FOR LIGHTING LOCATIONS, FOOTCANDLE CALCULATIONS AND SPECIFICATIONS.
8. ALL CONCRETE CURB AND GUTTER JOINTS SHALL BE 1/2 INCH EXPANSION JOINTS. ALL CONCRETE CURB AND GUTTER JOINTS SHALL BE 1/2 INCH EXPANSION JOINTS. ALL CONCRETE CURB AND GUTTER JOINTS SHALL BE 1/2 INCH EXPANSION JOINTS.
9. REFER TO PHOTOGRAPHIC PLAN FOR LIGHTING LOCATIONS, FOOTCANDLE CALCULATIONS AND SPECIFICATIONS.
10. ALL CONCRETE CURB AND GUTTER JOINTS SHALL BE 1/2 INCH EXPANSION JOINTS. ALL CONCRETE CURB AND GUTTER JOINTS SHALL BE 1/2 INCH EXPANSION JOINTS. ALL CONCRETE CURB AND GUTTER JOINTS SHALL BE 1/2 INCH EXPANSION JOINTS.
11. REFER TO SOIL ENGINEER'S REPORT FOR ALL SOIL CORRECTIONS, PAVEMENT AND SUBBASE REQUIREMENTS AND DIRECTION, AND COMPACTED REQUIREMENTS.
12. REFER TO SOIL ENGINEER'S REPORT FOR ALL SOIL CORRECTIONS, PAVEMENT AND SUBBASE REQUIREMENTS AND DIRECTION, AND COMPACTED REQUIREMENTS.
13. PAVEMENT SUBGRADE SHALL BE PROPOSED AND APPROVED BY THE INDEPENDENT GEOTECHNICAL ENGINEER PRIOR TO INSTALLING FINAL PAVEMENT SECTION.
14. ANY ATTACHED OR DETACHED CURB, BLOW PAVEMENT AND CURBING SHALL BE REMOVED WITH THE EXISTING FINAL PAVEMENT SECTION.

LEGEND:

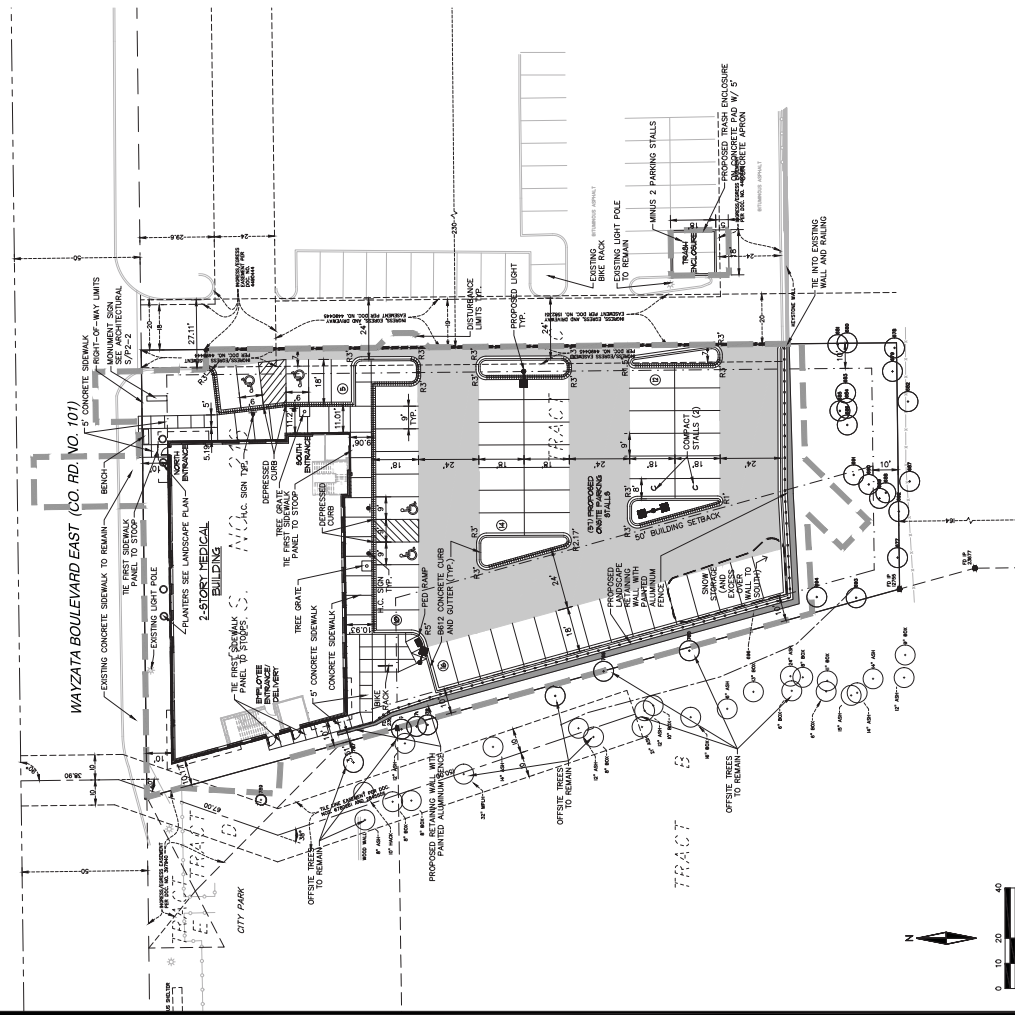
- PAVEMENT LINE
- SETBACK LINE
- RIGHT-OF-WAY LINE
- FULL DEPTH SAWCUT
- HEAVY DUTY BITUMINOUS PAVING
- LIGHT DUTY BITUMINOUS PAVING
- OUTFALL CURB
- CONSTRUCTION LIMITS
- LIGHT POLE

REMOVAL NOTES:

1. WORK COVER STATE ONE CALL 48 HOURS PRIOR TO START OF CONSTRUCTION.
2. PRIOR TO STARTING CONSTRUCTION, ALL EXISTING UTILITIES (GAS, WATER, SEWER, AND THE CITY OF WAYZATA).
3. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS HAVE BEEN OBTAINED. NO CONSTRUCTION OR FABRICATION SHALL BEGIN UNTIL ALL NECESSARY PERMITS AND APPROVALS HAVE BEEN OBTAINED. PLANS AND OTHER DOCUMENTS APPROVED BY ALL OF THE PERMITTING AGENCIES.
4. LOCATION CONTRACTOR IS RESPONSIBLE FOR DISPOSAL OF ALL REMOVED MATERIALS.
5. REMOVAL CONTRACTOR SHALL BE RESPONSIBLE FOR THE DEMOLITION AND REMOVAL OF ALL EXISTING UTILITIES AND STRUCTURES WITHIN THE CONSTRUCTION LIMITS.
6. ALL WORK WITHIN THE PUBLIC R.O.W. SHALL COMPLY WITH THE CITY OF WAYZATA.
7. CONTRACTOR SHALL PROVIDE TRAFFIC CONTROL DURING DEMOLITION OF EXISTING UTILITIES AND STRUCTURES.
8. CONTRACTOR IS RESPONSIBLE FOR THE REMOVAL AND DISPOSAL OF THE EXISTING UTILITIES AND STRUCTURES. TACK SHALL BE USED ON BITUMINOUS ROAD PRIOR TO PATCHING. MATCH EXISTING GRADE.
9. NECESSARY SUCH AS TRAFFIC SIGNALS, LIGHTS, UTILITIES, ETC.

SITE DATA

LOT NUMBER: 0.932 AC
 EXISTING SURFACE: 0.932 AC
 EXISTING IMPROVEMENTS: 0.545 AC
 PROPOSED IMPROVEMENTS: 0.545 AC
 CONSTRUCTION LIMITS/DISTURBED AREA: 0.919 AC



CONCRETE WALK SECTION



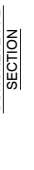
BITUMINOUS PAVEMENT SECTION



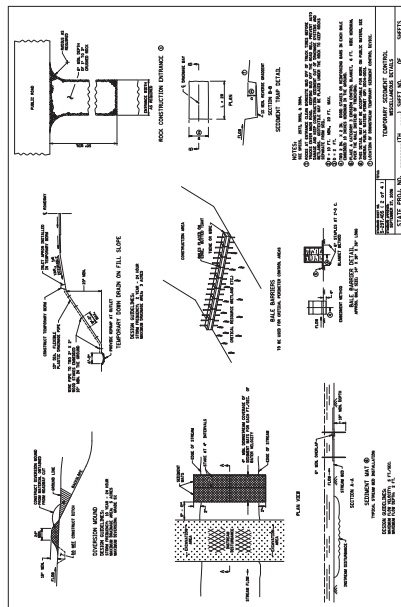
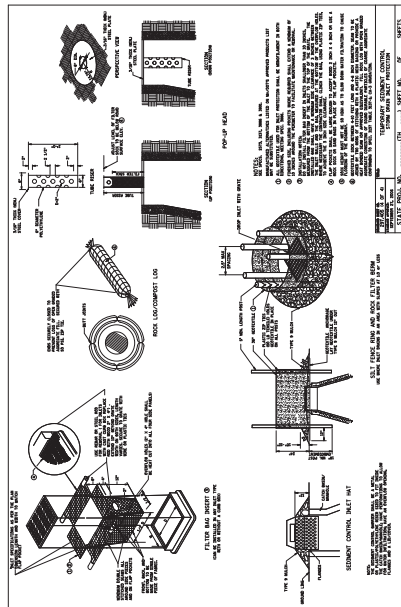
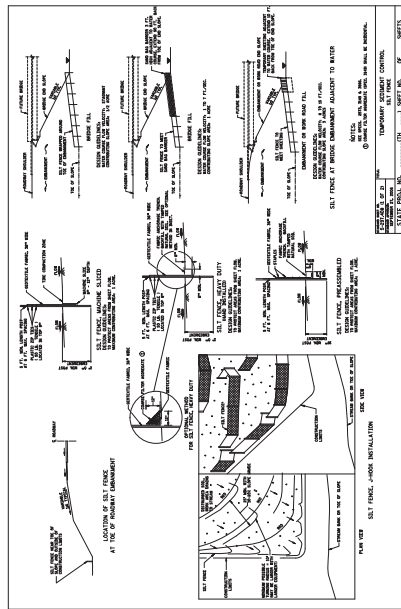
HEAVY DUTY BITUMINOUS PAVEMENT SECTION



CONCRETE PAD SECTION



Drawing name: X:\2015\150035\plan sheets\site plan review\150035grad.dwg Oct 23, 2015 - 8:31am



EROSION CONTROL GENERAL NOTES:

1. LAND DISTURBING ACTIVITY SHALL OCCUR ONLY AFTER A WORKING PERMIT HAS BEEN ISSUED FROM CORRESPONDING MUNICIPALITY.
2. BEST MANAGEMENT PRACTICES (BMP'S) REFER TO EROSION AND SEDIMENT CONTROL, AND THE MINNESOTA CONSTRUCTION SITE EROSION AND SEDIMENT CONTROL PLANNING HANDBOOK.
3. ALL EROSION CONTROL MEASURES SHALL BE APPROPRIATE FOR THE TIME OF YEAR, SITE CONDITIONS, AND THE DISTURBED PORTION OF THE SITE.
4. ALL WORK AND MATERIALS SHALL BE CONSTRUCTED ACCORDING TO THE APPROVED PLANS. ANY DEVIATION FROM THE APPROVED PLANS SHALL REQUIRE WRITTEN APPROVAL FROM THE ENGINEER.
5. A COPY OF THESE PLANS MUST BE ON THE JOB SITE WHENEVER CONSTRUCTION IS IN PROGRESS.
6. THE BOUNDARIES OF THE LAND DISTURBANCE LIMITS SHOWN ON THE PLANS SHALL BE MAINTAINED THROUGHOUT THE PROJECT. NO CONSTRUCTION SHALL BE ALLOWED OUTSIDE OF THE BOUNDARIES OF THE LAND DISTURBANCE LIMITS.
7. WHENEVER POSSIBLE, PRESERVE THE EXISTING TREES, GRASS AND OTHER VEGETATION OUTSIDE OF THE BOUNDARIES OF THE LAND DISTURBANCE LIMITS.
8. CONSIDER THE PROTECTION OF EXISTING TREES, GRASS AND OTHER VEGETATION OUTSIDE OF THE BOUNDARIES OF THE LAND DISTURBANCE LIMITS.
9. ALL TREES NOT LISTED FOR REMOVAL SHALL BE PROTECTED, DO NOT REMOVE EQUIPMENT WITHIN THE DRILLAGE, ROOT ZONES OR WITHIN TREE PROTECTION FENCE.
10. ALL EROSION AND SEDIMENT CONTROL FACILITIES (BMP'S) SHALL BE INSTALLED AND IN OPERATION PRIOR TO LAND DISTURBANCE ACTIVITIES AND THEY SHALL BE MAINTAINED THROUGHOUT THE PROJECT.
11. SILT FENCE IS REQUIRED AT DOWN GRADIENT PERIMETER OF DISTURBED AREAS AND AT THE PERIMETER OF THE DISTURBED AREAS. SILT FENCES SHALL BE MAINTAINED THROUGHOUT THE PROJECT.
12. THE BMP'S SHOWN ON THE PLANS ARE THE MINIMUM REQUIREMENTS FOR THE DISTURBED AREAS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR IDENTIFYING AND ADDRESSING ANY ADDITIONAL EROSION AND SEDIMENT CONTROL MEASURES THAT MAY BE REQUIRED DURING THE PROJECT.
13. THE BMP'S SHOWN ON THE PLANS ARE THE MINIMUM REQUIREMENTS FOR THE DISTURBED AREAS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR IDENTIFYING AND ADDRESSING ANY ADDITIONAL EROSION AND SEDIMENT CONTROL MEASURES THAT MAY BE REQUIRED DURING THE PROJECT.
14. LAND DISTURBING ACTIVITIES SHALL OCCUR IN INCREMENTS OF WORKABLE SIZE SUCH THAT THE DISTURBED AREA SHALL BE MAINTAINED THROUGHOUT THE PROJECT.
15. PASSES, LEAVING TRUCKS AND OTHER EQUIPMENT ON THE SLOPE, OR SLURPS ON FINAL GRADE, SHALL BE PROHIBITED.
16. LAYS OF SUBSTANTIAL COMPLETION OF GRADING IN THAT AREA, TEMPORARY SEEDING SHALL BE REQUIRED TO BE INSTALLED TO PREVENT EROSION.
17. SEEDING SHALL BE DONE WITHIN 15 DAYS OF COMPLETION OF FINAL GRADING.
18. SEEDING SHALL BE DONE WITHIN 15 DAYS OF COMPLETION OF FINAL GRADING.
19. REPORT ALL FOUND FLOOD TELS TO THE ENGINEER FOR EVALUATION.
20. TEMPORARY DIVERSION BEAMS SHALL BE CONSTRUCTED TO DIRECT STORM WATER TO THE EXISTING DRAINAGE SYSTEMS.

EROSION AND SEDIMENT CONTROL MAINTENANCE PROGRAM:

1. PROLONGED RAINFALL - IMMEDIATELY AFTER EACH RAINFALL, AND AT LEAST ANY DURING THE PROJECT.
2. REPLACEMENT - FABRIC SHALL BE REPLACED PROMPTLY WHEN IT DECOMPOSES OR BECOMES INEFFECTIVE BEFORE THE BARRIER IS NO LONGER NECESSARY.
3. EXISTING - EXISTING FABRIC SHALL BE MAINTAINED THROUGHOUT THE PROJECT.
4. REMOVAL OF SILT FENCE - SILT FENCES SHALL BE REMOVED WHEN THEY HAVE SERVED THEIR PURPOSE AND ARE NO LONGER REQUIRED.
5. THE CONTRACTOR MUST REGULARLY INSPECT THE CONSTRUCTION SITE ONCE EVERY SEVEN (7) DAYS DURING ACTIVE CONSTRUCTION AND WITHIN 24 HOURS AFTER A RAINFALL EVENT GREATER THAN 0.5 INCHES IN 24 HOURS.
6. RECORDS OF INSPECTIONS, INCLUDING RECOMMENDATIONS FOR CORRECTIVE ACTIONS, SHALL BE MAINTAINED THROUGHOUT THE PROJECT.
7. WHERE PARTS OF THE CONSTRUCTION SITE HAVE UNDERGONE FINAL STABILIZATION, BUT ARE NOT YET READY FOR FINAL STABILIZATION, THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING THE STABILIZATION THROUGHOUT THE PROJECT.
8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING THE STABILIZATION THROUGHOUT THE PROJECT.
9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING THE STABILIZATION THROUGHOUT THE PROJECT.
10. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING THE STABILIZATION THROUGHOUT THE PROJECT.
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20. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING THE STABILIZATION THROUGHOUT THE PROJECT.

WINTER STABILIZATION:

1. MASS GRADING ACTIVITIES SHALL BE PLANNED AND PHASED IN A MANNER TO AVOID ANY UNNECESSARY SOIL DISTURBANCE PRIOR TO WINTER SHUT DOWN.
2. CONTRACTOR WITH SEEDING, MULCHING, BLANKET, ETC. IN ACCORDANCE WITH THE MINNESOTA CONSTRUCTION SITE EROSION AND SEDIMENT CONTROL PLANNING HANDBOOK.
3. INCOMPLETE GRADING AREAS INCLUDING ALL STOCKPILES ARE STABILIZED WITH TEMPORARY SEEDING (MAY BE 100% COMPOST OR PERMANENT) SHALL BE STABILIZED WITHIN 14 DAYS OF THE END OF CONSTRUCTION.
4. ALL STOCKPILE GRASS SHALL BE COVERED WITH TEMPORARY SEEDING (MAY BE 100% COMPOST OR PERMANENT) SHALL BE STABILIZED WITHIN 14 DAYS OF THE END OF CONSTRUCTION.

CONCRETE WASHOUT :

1. CONCRETE DELIVERED BY TRUCK SHALL HAVE WASHOUTS COMPLETED ON A TRUCK TO PREVENT CONCRETE FROM SPILLING ON THE ROAD.
2. IN CASES WHERE CONCRETE IS SUPPLIED ON SITE BY A SPEC. MIX TOWER, THE CONTRACTOR SHALL HAVE A PLAN IN PLACE TO CONTROL AND CLEAN ALL SPILLS UNDER AND AROUND THE TOWER.

DEWATERING :

1. IF ANY TEMPORARY DEWATERING IS REQUIRED DURING THE CONSTRUCTION, THE CONTRACTOR SHALL DISPOSE OF THE EXCESS WATER IN A MANNER THAT DOES NOT CAUSE EROSION OR SEDIMENTATION.
2. TEMPORARY PUMP DISCHARGE HOSES SHALL BE PLACED IN LOCATIONS THAT RESULT IN THE LEAST AMOUNT OF EROSION OR SEDIMENTATION.
3. EXCESS SEDIMENT SHALL BE REMOVED FROM THE CONSTRUCTION SITE AND DISPOSED OF IN A MANNER THAT DOES NOT CAUSE EROSION OR SEDIMENTATION.
4. ANY ACCUMULATED SEDIMENT ALONG EXISTING DRAINAGE AND GUTTER THAT HAS COLLECTED AS A RESULT OF CONSTRUCTION ACTIVITIES SHALL BE REMOVED POST CONSTRUCTION.

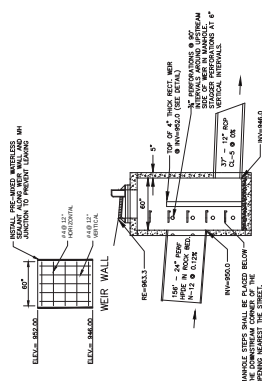
GENERAL NOTES:

- CONTRACTOR IS RESPONSIBLE FOR ALL PERMITS PRIOR TO THE START OF CONSTRUCTION. ALL CONSTRUCTION AND POST CONSTRUCTION PARKING SHALL BE ON-SITE, NO ON-STREET PARKING/LOADING/UNLOADING. ALL PUBLIC SIDEWALKS/PATHS SHALL NOT BE OBSTRUCTED. STORAGE OF MATERIALS OR EQUIPMENT SHALL NOT BE ALLOWED ON PUBLIC STREETS OR WITHIN PUBLIC RIGHT OF WAY. REFER TO EROSION CONTROL PLAN. ALL EROSION CONTROL MEASURES MUST BE IN PLACE PRIOR TO UTILITY CONSTRUCTION. ALL PROJECT RELATED UTILITIES WILL BE PRIVATELY OWNED. NOTIFY GROWERS TEMPORARY TRAFFIC CONTROL 48 HOURS IN ADVANCE OF ANY CONSTRUCTION TO VERIFY LOCATION OF ALL PRIVATE UTILITIES. PROVIDE TEMPORARY TRAFFIC CONTROL IN COMPLIANCE WITH MOST "TEMPORARY TRAFFIC CONTROL ZONE VARIATIONS-FIELD MANUAL".

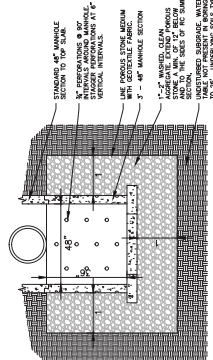
UTILITY NOTES:

- CONTRACTOR SHALL BE RESPONSIBLE FOR CONTRACTORS TO FIELD DATA TO CONSTRUCTION OF THE PROJECT.**
- PROVIDE POLYESTER (OR TRUCK) INSULATION FOR ALL WATERMAN AND STORM SEWER CROSSINGS WHERE VERTICAL OR HORIZONTAL CLEARANCES ARE LESS THAN 8 FEET FROM TOP OF ROADWAY TO BOTTOM OF PIPE.**
- MINIMUM A MIN 18" VERTICAL SEPARATION AT ALL PIPE CROSSINGS.**
- PROVIDE PROTECTIVE COORDINATION FOR TELEPHONE, GAS, AND ELECTRIC SERVICE CONNECTION WITH THE RESPECTIVE SERVICE COMPANY.**
- WATERMAIN SHALL BE INSTALLED WITH MINIMUM 7.5' OF COVER.**
- ALL SANITARY MANHOLES SHALL BE MADE WITH WATER TIGHT MATERIALS TO PREVENT INFILTRATION.**
- WATERMAIN SHALL BE 3-000 PVC AND CONTRACTOR SHALL USE 6 GAL TRACING WIRE LAD DIRECTLY UNDER ALL PIPE AND MANHOLE LOCATIONS TO ALLOW FOR ALL PIPES AND FITTINGS TO BE LOCATED BY ELECTRICAL DETECTING EQUIPMENT.**
- IF EXISTING IS REQUIRED, AN EMBEDDED SIGNAL CONNECTION SHOULD CONSULT WITH DESIGN CONTROL INSPECTOR AND NUMBER TO DETERMINE APPROPRIATE METHOD.**
- ALL UTILITY INSTALLATIONS SHALL COMPLY WITH THE CITY OF WAYZATA STANDARD DETAILS AND ENGINEERING GUIDELINES.**
- ALL UTILITY INSTALLATION BACKFILL SHALL BE PLACED AND COMPACTED IN ACCORDANCE WITH SOIL TESTING AGENCY REPORT. EXCEEDING 8 INCHES IN THICKNESS. THE UNCOMPACTED DENSITY OF THE FILL SHALL BE THE FOLLOWING PERCENTAGES OF STANDARD SPECIFICATION:**
- | | |
|---|------|
| - BELOW FOUNDATIONS = | 100% |
| - WITHIN 1 FEET OF PAVEMENT = | 100% |
| - BELOW GRADE SURFACES = | 95% |
| - BELOW LANDSCAPE SURFACES = | 95% |
| - WITHIN 3 FEEDBACK PAVED AREA AND 1 PERCENT BELOW ITS OPTIMUM MOISTURE CONTENT | |
- CONTRACTOR TO INSTALL SALT BUFFLE ON GROUND #4.**

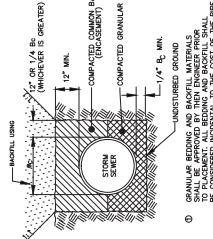
OCS/CBMH 5 DETAIL



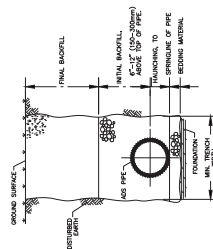
36" DEEP PERFORATED SUMP MH 2



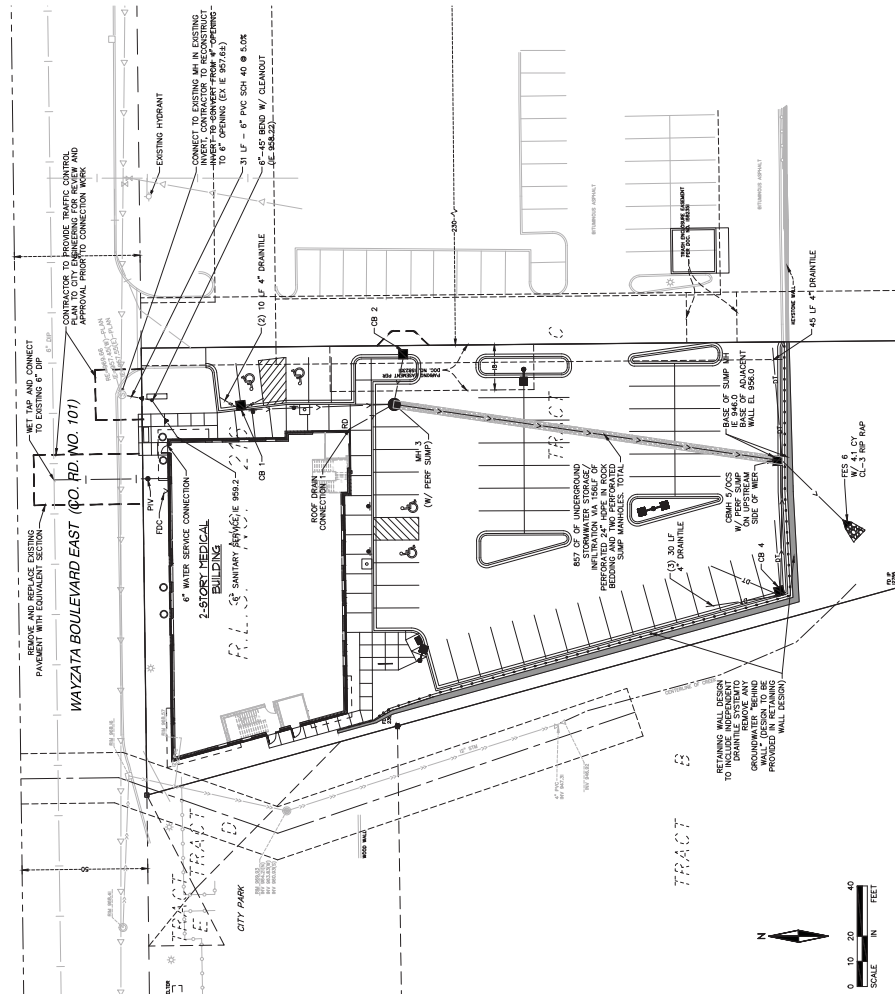
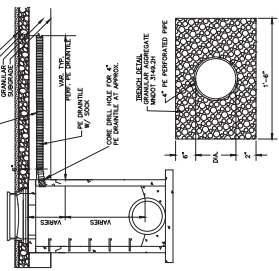
CONCRETE PIPE BEDDING



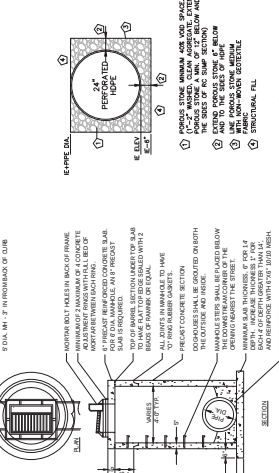
JUDGE TRENCH INSTALLATION DETAIL



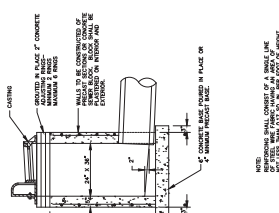
1° DEBE DRAINTII E INSTALATION



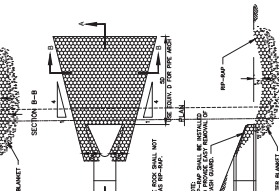
DESIGN STORM FREQUENCY = 10 YEARS																									DESIGN STORM FREQUENCY = 10 YEARS																								
MHCB					MHCB					MHCB					MHCB					MHCB					MHCB					MHCB																			
FEED	TO	TOTAL INTERVENS	AREA [AC]	IMP	RUNOFF	A/C	TIME OF CONC [MIN]	INTENSITY	INCR.	CUM.	PPE	CUM.	INCR.	CUM.	Q [CFS]	P.D.A. [CFS]	P.SURF. [CFS]	P.M. GANNING'S	P.CAP.	VELOCITY	PFE	COVER	STR. TYPE	CAST TYPE	PIPE																								
RD21	MH13	3217	0.096	100%	0.75	0.024	0.076	4.00	8.00	6.11	1.075	1.075	12	0.020	1.075	8	0.020	1.075	8	0.020	1.075	8	0.020	1.075	8	0.020	1.075																						
RD21	MH13	2011	1442	100%	0.75	0.024	0.076	4.00	8.00	6.11	0.208	1.283	12	0.020	1.283	8	0.020	1.283	8	0.020	1.283	8	0.020	1.283	8	0.020	1.283																						
RD21	MH13	7885	7173	100%	0.83	0.032	0.038	4.00	8.00	6.11	0.028	2.001	12	0.020	2.001	12	0.020	2.001	12	0.020	2.001	12	0.020	2.001	12	0.020	2.001																						
RD21	MH13	0	0	100%	0.90	0.030	0.030	4.00	8.00	6.07	0.000	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009																						
RD21	MH13	0	0	100%	0.90	0.030	0.030	4.00	8.00	6.07	0.000	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009																						
RD21	MH13	25901	25901	99%	0.90	0.030	0.030	4.00	8.00	5.98	0.000	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009																						
RD21	MH13	25901	25901	99%	0.90	0.030	0.030	4.00	8.00	5.98	0.000	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009																						
RD21	MH13	25901	25901	99%	0.90	0.030	0.030	4.00	8.00	5.98	0.000	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009																						
RD21	MH13	25901	25901	99%	0.90	0.030	0.030	4.00	8.00	5.98	0.000	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009																						
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RD21	MH13	25901	25901	99%	0.90	0.030	0.030	4.00	8.00	5.98	0.000	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009																						
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RD21	MH13	25901	25901	99%	0.90	0.030	0.030	4.00	8.00	5.98	0.000	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009																						
RD21	MH13	25901	25901	99%	0.90	0.030	0.030	4.00	8.00	5.98	0.000	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009																						
RD21	MH13	25901	25901	99%	0.90	0.030	0.030	4.00	8.00	5.98	0.000	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009																						
RD21	MH13	25901	25901	99%	0.90	0.030	0.030	4.00	8.00	5.98	0.000	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009																						
RD21	MH13	25901	25901	99%	0.90	0.030	0.030	4.00	8.00	5.98	0.000	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009																						
RD21	MH13	25901	25901	99%	0.90	0.030	0.030	4.00	8.00	5.98	0.000	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009																						
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RD21	MH13	25901	25901	99%	0.90	0.030	0.030	4.00	8.00	5.98	0.000	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009																						
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RD21	MH13	25901	25901	99%	0.90	0.030	0.030	4.00	8.00	5.98	0.000	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009																						
RD21	MH13	25901	25901	99%	0.90	0.030	0.030	4.00	8.00	5.98	0.000	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009																						
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RD21	MH13	25901	25901	99%	0.90	0.030	0.030	4.00	8.00	5.98	0.000	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009	24	0.020	1.009																						
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ROCK BEDDING DETAIL



CATCH BASIN / MANHOLE



SECTION A-A
BIB-BAB INSTALLATION

PLANTING NOTES:

- [illegible]

LANDSCAPE REQUIREMENTS

REQUIRED: 20% OF TOTAL LOT SHALL BE LANDSCAPED AND MAINTAINED.
2*41,425 SF = 8,285 SF REQUIRED

PROVIDED: 9,361 SF PROVIDED LANDSCAPE AREA

LANDSCAPE REQUIREMENTS

REQUIRED: 20% OF TOTAL LOT SHALL BE LANDSCAPED AND MAINTAINED.
2*41,425 SF = 8,285 SF REQUIRED

PROVIDED: 9,361 SF PROVIDED LANDSCAPE AREA

[illegible]

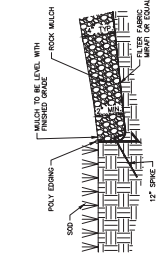
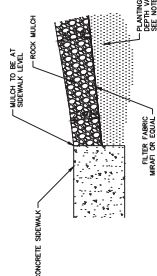
○ TREE PLANTING DETAIL

SHRUB PLANTING DETAIL

PERENNIAL PLANTING DETAIL

ROCK MULCH AT SIDEWALK DETAIL

ROCK MULCH AT SOD DETAIL



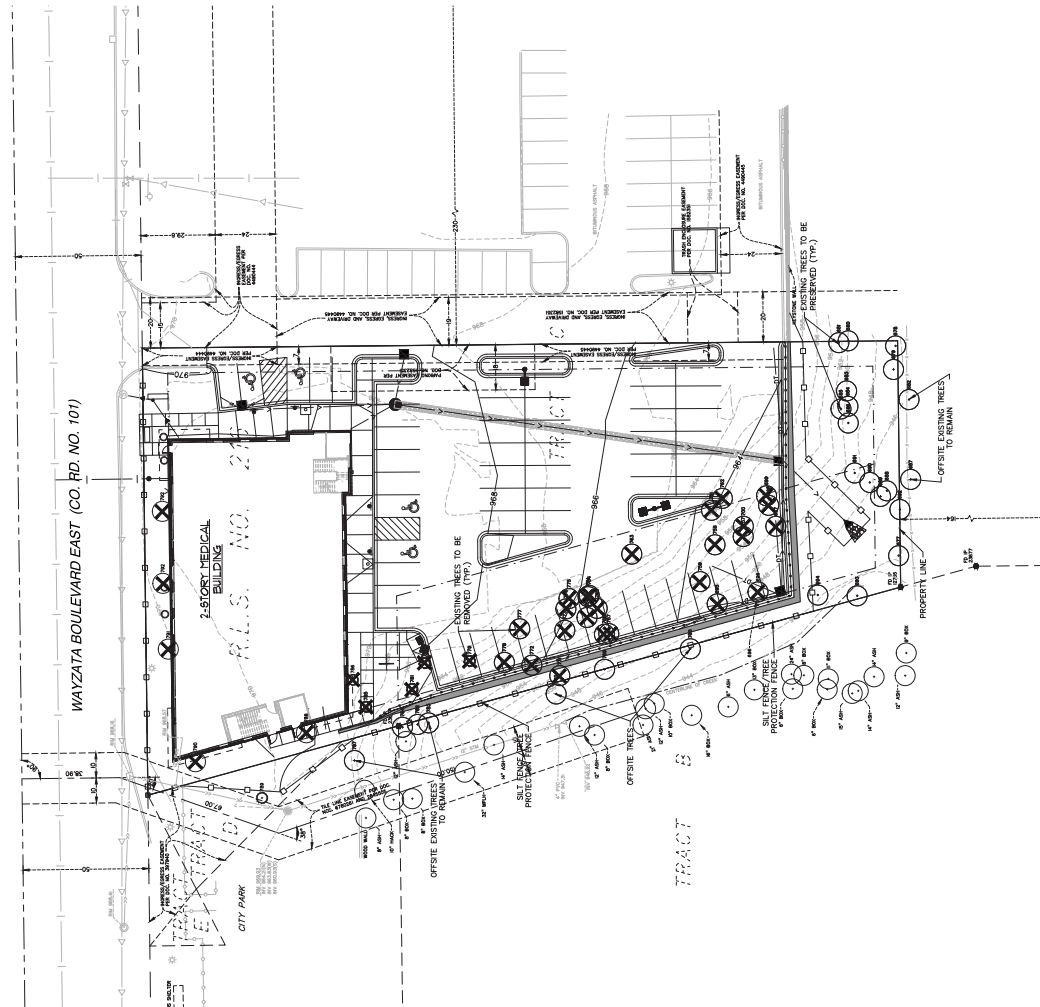
OFFSITE TREE INVENTORY

TAX ID	DIAMETER INCHES	TOTAL LENGTH INCHES	TREE SPECIES	NOTES	REMOVE	REMOVAL INCHES
827	2	2	ELM			
828	2	2	COTTONWOOD			
829	2	7	COTTONWOOD			
830	2	2	ELM			
831	7	7	BOWLER			
832	7	7	BOWLER			
833	7	7	BOWLER			
834	7	7	BOWLER			
835	11	11	BOWLER			
836	11	11	BOWLER			
837	21	21	COTTONWOOD			
838	15	15	COTTONWOOD			
839	10	10	ELM			
840	10	10	ELM			
841	12	12	COTTONWOOD			
842	12	12	COTTONWOOD			
843	14	14	ELM			
844	14	14	ELM			
845	14	14	COTTONWOOD			
846	30	30	COTTONWOOD		X	30
847	35	35	COTTONWOOD		X	35
848	35	35	COTTONWOOD		X	35
849	20	20	BOWLER		X	20
850	20	20	BOWLER		X	20
851	20	20	BOWLER		X	20
852	18	18	BOWLER		X	18
853	18	18	BOWLER		X	18
854	18	18	BOWLER		X	18
855	18	18	BOWLER		X	18
856	18	18	COTTONWOOD		X	18
857	14	14	COTTONWOOD		X	14
858	14	14	BOWLER		X	14
859	12	12	BOWLER		X	12
860	12	12	BOWLER		X	12
861	12	12	BOWLER		X	12
862	12	12	BOWLER		X	12
863	14	14	COTTONWOOD		X	14
864	14	14	COTTONWOOD		X	14
865	14	14	COTTONWOOD		X	14
866	14	14	COTTONWOOD		X	14
867	14	14	COTTONWOOD		X	14
868	14	14	COTTONWOOD		X	14
869	14	14	COTTONWOOD		X	14
870	14	14	COTTONWOOD		X	14
871	14	14	COTTONWOOD		X	14
872	14	14	COTTONWOOD		X	14
873	14	14	COTTONWOOD		X	14
874	14	14	COTTONWOOD		X	14
875	14	14	COTTONWOOD		X	14
876	14	14	COTTONWOOD		X	14
877	14	14	COTTONWOOD		X	14
878	9	9	BOWLER		X	9
879	9	9	BOWLER		X	9
880	6	6	PALE		X	6
881	6	6	PALE		X	6
882	11	11	SERVICE		X	11
883	11	11	SERVICE		X	11
884	15	15	ASH		X	15
885	15	15	ASH		X	15
886	17	17	ASH		X	17
887	17	17	ASH		X	17
888	17	17	ASH		X	17
889	8	8	ASH		X	8
890	8	8	ASH		X	8
Total Significant Trees (possible to remove)						21
Total Diameter (inches) to be Removed						546
Percentage of Diameter (inches) to be Removed						24
Percentage of Significant Trees to be Removed						67%

(No white trees will be removed)

OFFSITE TREE INVENTORY

TAG ID	DIAMETER INCHES	TOTAL INCHES	TREE SPECIES	NOTES	REMOVE INCHES	REMOVE INCHES
2000	11	11	COTTONWOOD	OFFSHOOT		
2001	12	12	BROWNELDER	OFFSHOOT		
2002	12	12	BROWNELDER	OFFSHOOT		
2003	12	12	SLU	OFFSHOOT		
2004	12	12	SLU	OFFSHOOT		
2005	12	12	BROWNELDER	OFFSHOOT		
2006	12	12	BROWNELDER	OFFSHOOT		
2007	7	7	SLU	OFFSHOOT		
2008	7	7	SLU	OFFSHOOT		
2009	7	7	SLU	OFFSHOOT		
2010	7	7	SLU	OFFSHOOT		
2011	7	7	SLU	OFFSHOOT		
2012	7	7	SLU	OFFSHOOT		
2013	7	7	SLU	OFFSHOOT		
2014	7	7	SLU	OFFSHOOT		
2015	7	7	SLU	OFFSHOOT		
2016	7	7	SLU	OFFSHOOT		
2017	7	7	SLU	OFFSHOOT		
2018	7	7	SLU	OFFSHOOT		
2019	7	7	SLU	OFFSHOOT		
2020	7	7	SLU	OFFSHOOT		
2021	7	7	SLU	OFFSHOOT		
2022	7	7	SLU	OFFSHOOT		
2023	7	7	SLU	OFFSHOOT		
2024	7	7	SLU	OFFSHOOT		
2025	7	7	SLU	OFFSHOOT		
2026	7	7	SLU	OFFSHOOT		
2027	7	7	SLU	OFFSHOOT		
2028	7	7	SLU	OFFSHOOT		
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DENOTES TREES TO BE REMOVED

TREE PRESERVATION NOTES:

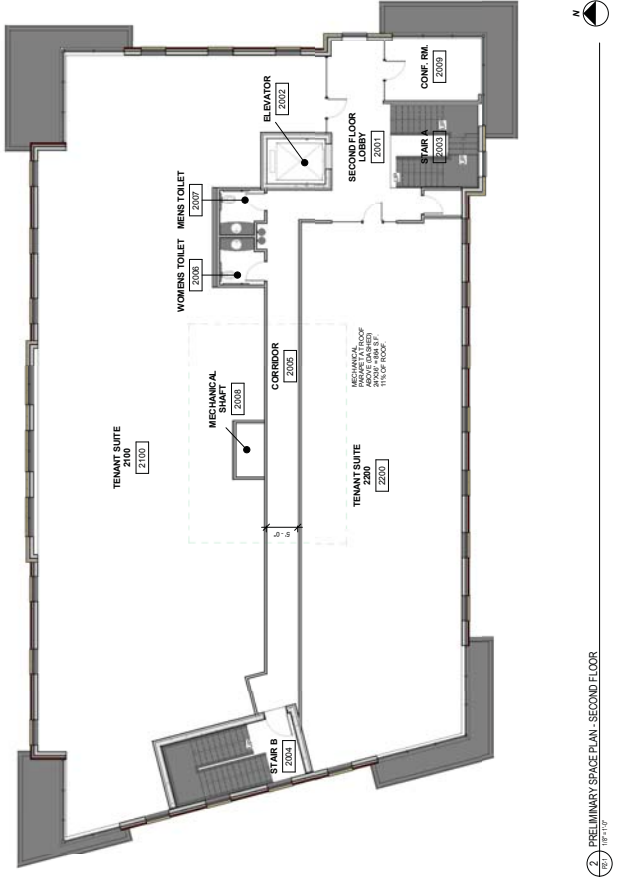
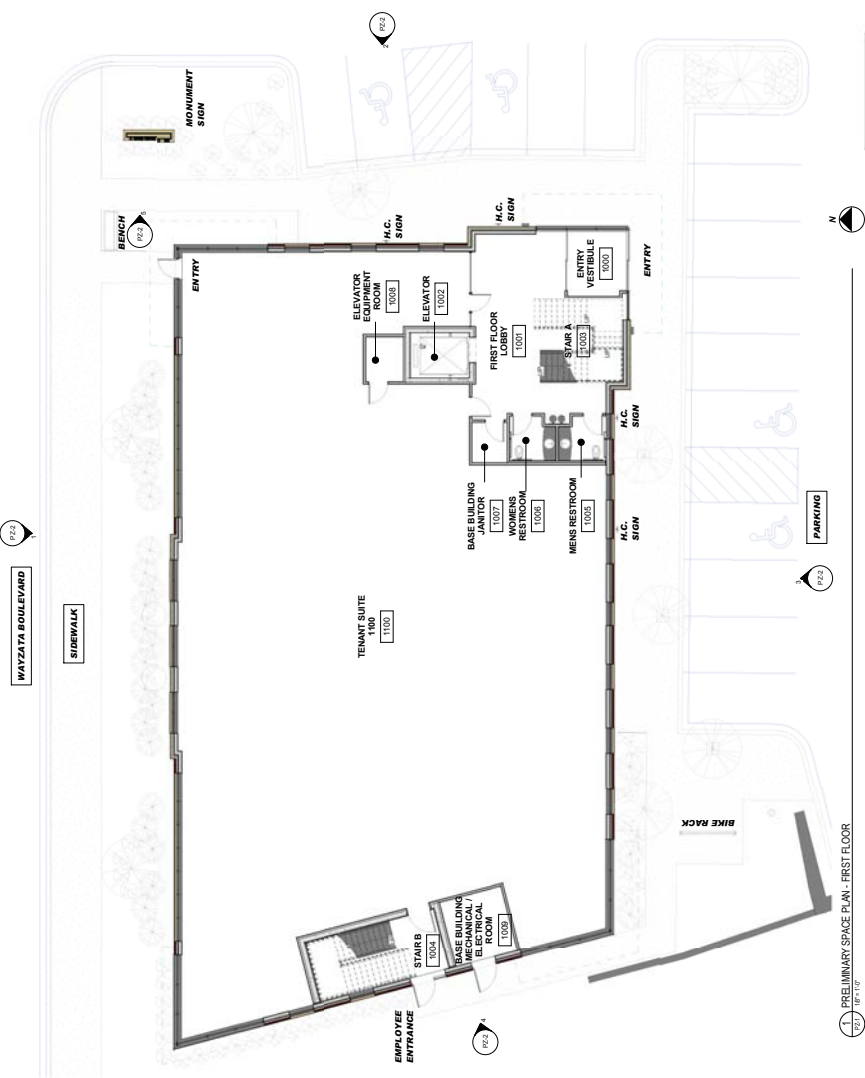
1. REVIEW ANY CONTRIBUTIONS OR SPENDING OF EMPLOYMENT MEANS TO OBTAIN A TREE WITHIN THE DESIGNATED AREA. IF THE TREE IS NOT A NATURAL TREE, THE TREE MUST BE REPLANTED IN THE SAME LOCATION. IF THE TREE IS A NATURAL TREE, THE TREE MUST BE REPLANTED IN THE SAME LOCATION. IF THE TREE IS A NATURAL TREE, THE TREE MUST BE REPLANTED IN THE SAME LOCATION.
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LEGEND

-  EXISTING TREE TO BE PRESERVED
 EXISTING TREE TO BE REMOVED
 SILT FENCE / TREE PROTECTION LIMITS



NO.	DATE	DESCRIPTION
1	03.15.2015	PRELIMINARY FLOOR PLAN



[illegible]

PRELIMINARY EXTERIOR

Sheet Information

Job Code A-DAVISWAYZATAM8

PZ-2

WAYZATA BOULEVARD:

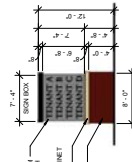
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NORTH FACADE FINISH MATERIALS:	
TOTAL S.F. NORTH FACADE	3,609 S.F.
S.F. OF FINISH	% OF FACADE
CLASS: 1 BRICK	
ACCENT BRICK (#40321)	669 S.F. / 18%
ACCENT BRICK (STONE (#74024*))	134 S.F. / 34%
COMPOSITE METAL PANELS	197 S.F. / 5%
GLASS	1,269 S.F. / 35%
PRECAST CONCRETE SLABS /	303 S.F. / 8%
PRECAST CONCRETE BLOCKS (#03387) /	303 S.F. / 8%

EAST FACADE FINISH MATERIALS:		
TOTAL SF OF EAST FACADE	2,100 S.F.	
CLASS / LENGTHS	S.F. OF FINISH	% OF FACADE
UTILITY BRICK #474, 90' (40 S.F. / 2,100 S.F.)	40 S.F.	2%
ACCENT BRICK / STONE #747, 90' (48 S.F. / 2,100 S.F.)	48 S.F.	3%
COMPOSITE METAL PANELS (173 S.F. / 2,100 S.F.)	173 S.F.	8%
GLASS (712 S.F. / 2,100 S.F.)	712 S.F.	33%
PRE-CAST CONCRETE SILL / SOLDIER COURSE (101 S.F. / 2,100 S.F.)	101 S.F.	5%

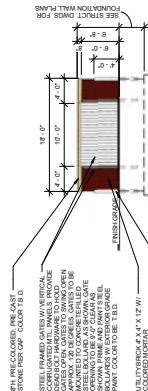
SOUTH FACADE FINISH MATERIALS:		
CLASS. FINISHES	S.F. OF FINISH	% OF FACADE
TOTAL S.F. OF SOUTH FACADE	3,352 S.F.	
UTILITY BRICK 4" x 4" x 12" (1,035 S.F. / 3,252 S.F.)	1,030 S.F.	32%
ACCENT BRICK (STONE BRICKS 4") (949 S.F. / 3,252 S.F.)	949 S.F.	29%
COMPOSITE METAL PANELS (167 S.F. / 3,252 S.F.)	167 S.F.	5%
GLASS (994 S.F. / 3,252 S.F.)	994 S.F.	29%
PRE-CAST CONCRETE SLAB (967 S.F. / 3,252 S.F.)	108 S.F.	6%

WEST FACADE FINISH MATERIALS:		
TOTAL S.F. OF WEST FACADE	S.F. OF FINISH MATERIALS	% OF FACADE
UTILITY BRICK (4" x 4" x 12") (889 S.F. / 2011 S.F.)	549 S.F.	29%
ACCENT BRICK / STONE (8" x 4 1/2" x 4") (438 S.F. / 2011 S.F.)	428 S.F.	21%
COMPOSITE METAL PANELS (10 S.F. / 2011 S.F.)	116 S.F.	6%
GLASS (881 S.F. / 2011 S.F.)	681 S.F.	34%
PRECAST CONCRETE SLAB (108 S.F. / 2011 S.F.)	108 S.F.	5%



ELEVATION & MONUMENTION

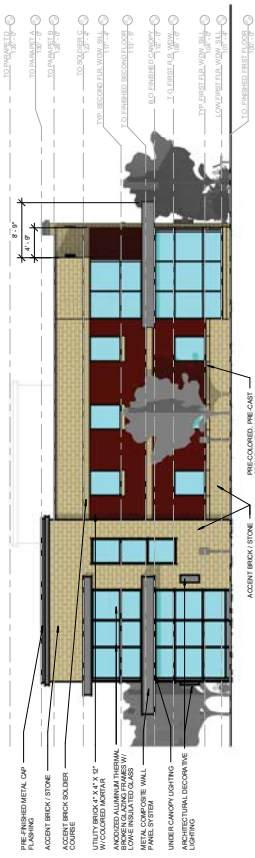
TOTAL SIGNAGE:	
MONUMENT SIGNAGE ALLOWED PER CITY OF WYZZA TOWN WALL SIGNS W/ MAX. 60 S.F.	
NORTH FACADE:	
TENANT #1	50 S.F.
TENANT #2	50 S.F.
MONUMENT SIGN:	50 S.F.
TOTAL	150 S.F.



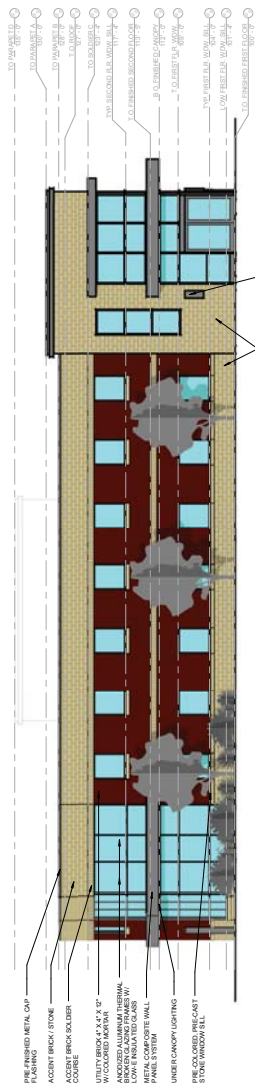
6 ELEVATION @ TRASH ENCLOSURE



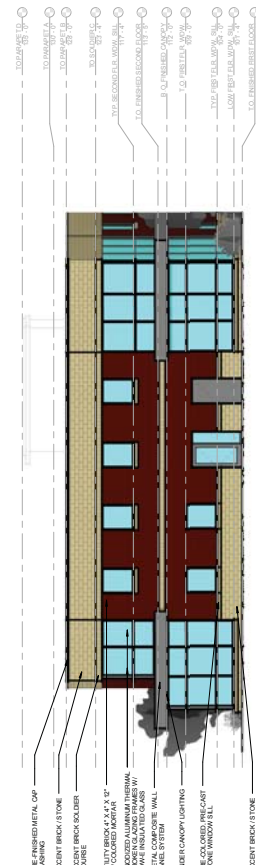
1 EXTERIOR ELEVATION NORTH (WAYZATA BOULEVARD)



2 EXTERIOR ELEVATION EAST



EXTENSION FILMATION CONTI



4 EXTERIOR ELEVATION WEST

GENERAL NOTES:

A. PULSE PRODUCTS DOES NOT ASSUME RESPONSIBILITY FOR THE INTERPRETATION OF THIS CALCULATION OR FOR THE APPLICATION OF THE ILLUMINANCE, FOOT CANDLE, OR FEDERAL LIGHTING CODES OR ORDINANCES.

B. LIGHTING LAYOUT IS NOT INTENDED FOR CONSTRUCTION DOCUMENTS BUT ONLY TO ILLUSTRATE THE PERFORMANCE OF THE PRODUCT.

C. ALL READINGS/CALCULATIONS SHOWN ARE SHOWN ON OBJECTS/SURFACES.

Luminaire Schedule				
Symbol	Qty	Label	Arrangement	Total Lamp Lumens
2	1	AA	SINGLE	0.900
1	1	BB	SINGLE	0.900
2	1	XX2	BACK-UP	0.720
1	1	XX1	SINGLE	0.720
				20500

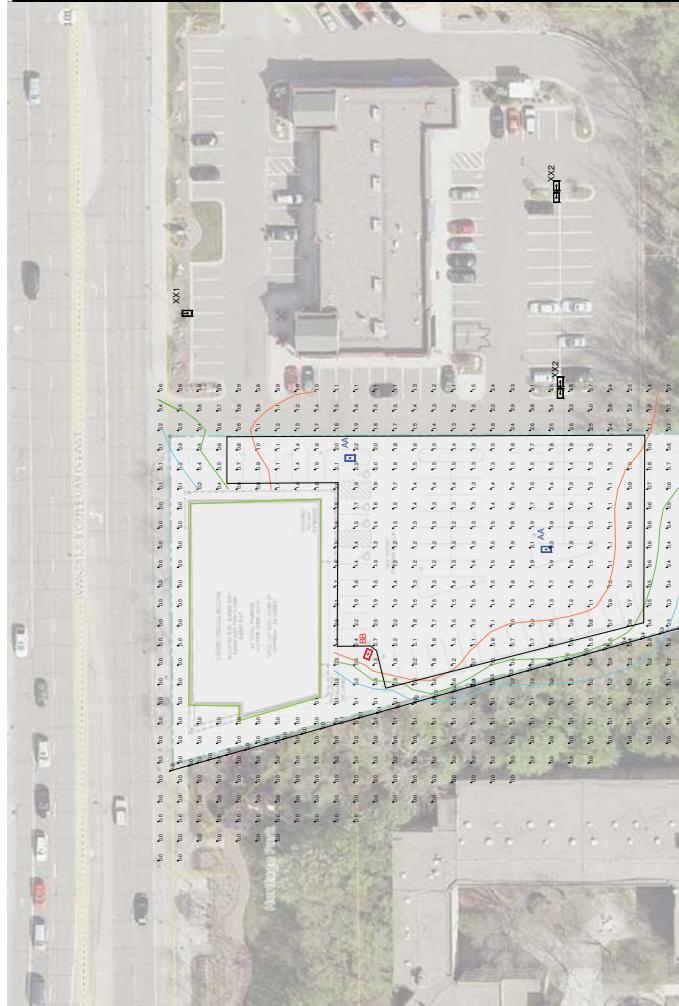
Calculation Summary				
Calc Type	Avg	Max	Min	Avg/Min
Site Ground Illuminance	0.79	5.7	0.0	N.A.
West Property Line Illuminance	0.20	0.5	0.0	N.A.
Parking Lot Illuminance	1.44	2.7	0.3	4.80

Luminaire Location Summary				
LumId	Label	X	Y	Z
24	AA	345.4	174	22
25	BB	291.8	265.1	22
27	XX2	428.1	166.8	28.5
28	XX2	328.3	166.8	28.5
29	XX1	392.1	306.5	27.0
30	AA	392.1	274.3	22

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30	AA	392.1	274.3	22



Plan View
Scale: 1 inch=30 Ft.

WAYZATA MEDICAL

PAGE 1 OF 1

Scale: AS NOTED
Date: 10/8/2015
Checked By: TRENT
Drawn By: SANDY

Revisions	
#	Date

Comments	
#	Date



AGENDA ITEM 2. Regular Agenda Public Hearing Items:

a. 1120 Wayzata Blvd E – The Davis Group

i. Design Review

Interim City Planner Zweber stated the Davis Group is proposing to construct a 16,000 square foot, 2-story, medical specialty building at 1120 Wayzata Boulevard East. The site is currently occupied by a 2-story medical office building located roughly in the middle of the site with parking provided between the building and Wayzata Blvd. The proposed building would be located along the Wayzata Blvd. frontage with a joint access with the property to the east running along the east side of the site. The site is adjacent to Heritage Park and an apartment building to the west, a multiple tenant retail building to the east and Colonial Square shopping is located to the north, across Wayzata Boulevard. This property and the property to the east are proposing to share features such as access drive, trash enclosures, and parking. If this project is approved, an easement would be required to ensure that these shared features are available in the future if one of the properties were to be sold. Mr. Zweber reviewed applicable hardcover calculations and lot areas, zoning analysis, building height, parking calculations, landscaping plan, tree inventory, preservation, and removal plan, and preliminary floor plans for the project.

Commissioner Gonzalez asked why the Planning Commission was not reviewing a variance application as well since the R5 District requires a 50-foot setback.

Mr. Zweber stated Staff and the Applicant have not had specific conversations regarding that particular setback.

City Attorney Schelzel clarified if the proposed building does not meet the applicable setback requirements of the Zoning Code, then a variance application would be required.

Chair Vanderheyden asked what the setback was for the current structure.

Mr. Zweber stated this appears to be 25-30-feet.

Commissioner Gonzalez requested that applicants be reminded that the Planning Commission needs to be able to read everything submitted as part of the application. Some of the documents submitted as part of the application were difficult to read.

Mr. Mark Davis, Davis Group, 2487 Crown Hill Road, Minnetonka, stated the Minnetonka Medical Building, on Highway 7, was a recent project they had done and it has several of the same design elements they are proposing for this project. He explained they had not applied for a variance because they did not know it would be required. They had originally met with Staff and been asked to move the building closer to Wayzata Blvd, and they have moved it further from the R-5 zoning than it currently sits. He said that Staff had requested they design a streetscape in the front and put the parking lot in the back of the facility. He explained they are proposing the second entry point because as a healthcare facility, it is difficult to have the only entrance to the facility not be located near the parking. They are willing to increase the size of trees they are proposing to plant to meet the requirement. He explained, based on the size of the

1 building, they are not expecting to have more than 10 physicians or dentists in the building at
2 any one time. Based on this, they expect to meet the parking stall requirements. He clarified the
3 awnings they are proposing would be better than the canvas awnings required in the design code.
4

5 Commissioner Ramy asked what the square footage was for the existing building.
6

7 Mr. Davis stated the existing building is 11,400 square feet.
8

9 Commissioner Gruber stated Wayzata values trees. She asked if there was a way to locate more
10 of the parking in the adjacent lot in order to save more trees.
11

12 Mr. Davis stated they always try to preserve as many trees as possible. This particular site is
13 confined and does not provide an opportunity for reconfiguring the parking lot or building
14 layout. He stated the trees that are proposed to be removed have not been evaluated to determine
15 the species and if these would be considered desirable trees by the City. They would not like to
16 reduce the amount of parking planned because this would create problems for patients going
17 forward. They would fit more trees into the plan if possible.
18

19 Commissioner Iverson asked if the majority of the fill that would be brought to the site would be
20 going where the trees were being removed and if the amount of fill had been calculated.
21

22 Mr. Davis stated there would a retaining wall along the back of the parking lot and the fill would
23 be used to level the parking lot. He stated he did not know the amount of fill that would be
24 required but he would provide this information to the Planning Commission.
25

26 Commissioner Gonzalez stated the Design Standards require the second floor to be recessed 6-
27 feet but the project is proposed to have the second floor recessed only 5-feet. She asked why the
28 Planning Commission should consider a deviation from this standard.
29

30 Mr. Patrick Giordana, BDH and Young, 7001 France Avenue S., for the Applicant, clarified
31 there are two (2) step backs occurring along this façade. The first one drops back 1-foot 4-inches
32 and the next one drops back 5-feet. The canopies on the building are also projected beyond the
33 face of the building in order to make it appear the façade moves in and out.
34

35 Chair Vanderheyden clarified from the center of the front of the building to the furthest, deepest,
36 setback is 6-foot 4-inches. He asked for clarification on the four (4) new proposed parking stalls
37 that appear to be in the drive path to BMO Harris' drive thru.
38

39 Mr. Davis stated as people come off Wayzata Boulevard they could take the first or second
40 ingress into the Bank parking lot rather than going to the third ingress. There is a circulation
41 pattern that works and what they have done is combine the parking lots to make it efficient
42 parking for both buildings without impacting the circulation.
43

44 Chair Vanderheyden asked if the Applicant would consider using two (2) types of brick on the
45 trash enclosure.
46

1 Mr. Davis stated they could use two (2) types of brick on the trash enclosure but based on the
2 height of this enclosure it may not be a visual improvement. They could look at alternative
3 locations. He stated he would present the Planning Commission with renderings showing this
4 wall with a single brick style and with two (2) types of brick for consideration.

5
6 Mr. Davis explained they had not applied for a setback variance because other communities look
7 at adjacent properties when looking at setbacks and in this case the adjacent setback is the C3
8 District. He has not seen other communities use the point where the three properties adjoin and
9 use this as a setback. The neighboring property is setback 10-feet and Staff had requested this
10 building be moved forward in order to create a streetscape and preserve the natural areas of the
11 parcel.

12
13 Commissioner Iverson asked if the Applicant had an estimate of the amount of traffic this site
14 would have each day.

15
16 Mr. Davis stated they had not done this analysis. The traffic would be less than if the property
17 were retail.

18
19 Commissioner Iverson suggested the Applicant have traffic counts and a traffic study done for
20 the project.

21
22 Commissioner Gruber asked if the City's Design Code required a building to have awnings.

23
24 Mr. Zweber stated a building is not required to have awnings under the Design Standards. The
25 Applicant is not asking that the awnings be counted as one of the elements required by the
26 Design Code to break the façade of the building. The Planning Commission could classify these
27 building elements as canopies then they would not be counted as design elements.

28
29 Mr. Giordana clarified the materials they would be using, the locations and other design
30 elements that were incorporated in the canopies to create architectural interest.

31
32 Commissioner Ramy asked if additional landscaping had been considered along the side of the
33 building facing the park.

34
35 Mr. Davis stated they would look at this area of the building and see what type of landscaping
36 they may be able to add.

37
38 Chair Vanderheyden asked about the parking requirements for a medical building versus an
39 office building, and if the requirements would be less for a medical office building if there were
40 ten (10) or less doctors in this location.

41
42 Mr. Zweber explained this project is titled a medical specialty office but the site plan has the
43 parking calculations based on being an office building. If they want to submit the plan as a
44 medical office the Applicant would need to revise this table and commit to the number of doctors
45 that would be located in the building.

1 Mr. Giordana explained when they were preparing the application they were not sure about the
2 mix of doctors they would have at this location. They have completed some of the tenant
3 negotiations and would be able to recalculate the parking requirements as a medical office
4 building.

5
6 Mr. Davis stated there would not be a general office component to the project.
7

8 Mr. Zweber stated there had been discussion about including a retail component in the project,
9 and this would need to be included in the parking calculations.

10
11 Mr. Davis clarified the retail could include an eyeglass shop or the retail component of a
12 dermatology location. He asked if this would fit the retail classification.
13

14 Mr. Vanderheyden stated this would need to be clarified. He stated the Commission has been
15 looking at revising the Parking Ordinance, and he would be interested in what the impact these
16 revisions would have on the parking and on tree loss, if it were in place.
17

18 Mr. Zweber stated the existing Ordinance does include a shared parking component, and this
19 may apply. They would have to discuss this with the owners of 1200 Wayzata Boulevard.
20

21 Mr. Davis stated he would not recommend reducing the amount of parking available in the
22 project.
23

24 Chair Vanderheyden stated he would be interested in a total site view to see if there were
25 opportunities for shared parking.
26

27 Mr. Davis stated he would work with the owner of the property to see if there were any other
28 efficiencies they could do for parking and the trash enclosure.
29

30 Commissioner Iverson stated when looking at the proposed parking locations and the Boardwalk
31 housing facility, the headlights for the cars parking in the lot would shine into the apartments
32 once the trees are removed. She asked the Applicant to look at adding more year round
33 landscaping for protection and privacy.
34

35 Mr. Giordana stated they would need a fencing material along the top of the retaining wall that
36 would be constructed, and they could look at adding vines or having the fence be more opaque.
37

38 Commissioner Iverson expressed concerns about the amount of trees that would be removed with
39 the project.
40

41 Commissioner Gonzalez stated the Design Standards state the front of all building would have
42 window planters or boxes, and this would need to be a condition of approval if the project moves
43 forward.
44

45 Mr. Davis stated they would include plantings near the door on the street side.
46

1 Chair Vanderheyden opened the public hearing at 8:00 p.m.

2
3 Mr. Craig Alshouse, 5389 Linden Drive West, stated he currently owns the building at 1120 and
4 1200 Wayzata Boulevard, and the existing building at 1120 Wayzata Boulevard is close to the
5 property line. There are 50-75 feet of trees between the property line and the Boardwalk
6 apartments that would not be removed. He clarified that a majority of the trees that would be
7 removed were cottonwood and box elder trees. He would like to see as many cottonwood trees
8 removed as possible. He asked if the building at 1120 Wayzata Boulevard was closer to the
9 apartment buildings than the proposed building would be.

10
11 Chair Vanderheyden stated this is the case.

12
13 Mr. Alshouse stated the parking at 1120 Wayzata Boulevard is not typically more than half used
14 during the day so this leaves several stalls available to accommodate a shared use. He clarified
15 that the existing building is a total of 10,800 square feet and half of this is office, and half is
16 medical.

17
18 Commissioner Gonzalez clarified if the project moves forward the shared parking should be a
19 condition of approval, and this requirement would be attached to the property so future owners
20 would be aware of the shared parking requirements.

21
22 Mr. Alshouse stated there were existing easements on the east side of the existing building that
23 would need to be removed.

24
25 Ms. Sarah Rockswold, 208 Central Avenue South, Wayzata, stated removing all of the
26 cottonwood and box elder trees would completely remove all of the shelter between her home
27 and the project.

28
29 Chair Vanderheyden closed the public hearing at 8:08 p.m.

30
31 Commissioner Iverson pointed out the Commission had not discussed the noise and light
32 pollution, and how these would affect the neighborhood. She would like to see additional trees
33 added between the project and Central Avenue. She stated there is not a storm water
34 management plan included with the application, and she is concerned about the protection of the
35 wetlands.

36
37 Mr. Giordana stated the hours of operation for a medical building would be about 7:00 a.m. to
38 6:00 p.m. They would have the lighting system equipped with a shutdown that would meet the
39 City's requirement. They could also look at lowering the poles slightly to meet photometrics.
40 They worked with the City Engineer on the storm water management.

41
42 Mr. Zweber stated the City Engineer does have concerns about the catch basin on the south side
43 and how it is constructed due to the proximity of the retaining wall. He had also reviewed the
44 perforated pipe, and it does meet the 1-inch runoff requirement
45

1 Chair Vanderheyden summarized the additional information and requests that had been made by
2 Commissioners during the discussion thus far: number and size of trucks of fill would that would
3 be required; the rights with the adjacent property owners and the drive thru; additional screening
4 on the west side; potential reconfiguration of the parking lot and a parking analysis across the
5 entire site; maximizing cover on the west side of the property; planters near the entrances;
6 additional photometric light data; storm water management per the City Engineer's concern on
7 the catch basin on the south side; traffic data for medical office buildings; and shared parking
8 options.

9
10 Commissioner Gonzalez stated the Commission has typically required samples of the building
11 materials that would be used as part of design review.

12
13 Commissioner Iverson stated the City Engineer also has concerns about the amount of retaining
14 wall and grading in the southwest corner, and this should be addressed by the Applicant. She
15 requested the Applicant provide a rendering of what the retaining wall would look like, and what
16 the perforated pipe would look like.

17
18 Chair Vanderheyden requested a new landscape plan that included the suggestions for the west
19 of the parcel.

20
21 Commissioner Gonzalez stated she would like to have staff address the legal question of whether
22 a variance on the setback would be required under the zoning code for the project as presented or
23 not.

24
25 Commissioner Iverson stated she would prefer the trash enclosure be finished in one brick rather
26 than two (2) as suggested.

27
28 Commissioner Young stated the Commission should spend more time on the Storm Water
29 Management plan and the parking issues. It is important to look at the context of what is needed
30 for parking, especially for shared parking. He does not think the addition of the four (4) parking
31 stalls that disrupt the traffic flow would be considered an improvement.

32
33 Commissioner Iverson stated she would like to see more trees added to the Landscape Plan to get
34 closer to the amount of caliper inches that is being removed. There is significant tree loss with
35 the proposed project and 68% of those trees being removed are considered significant trees. She
36 acknowledged that the proposed building is being pushed forward at the City's request, but that
37 it would not be in harmony with the other buildings along the street. She asked if the Applicant
38 had considered leaving the footprint where it is in order to save the trees on the site.

39
40 Chair Vanderheyden stated the Design Standards and the Comprehensive Plan guide the
41 development of this area, and this would include moving the building forward toward the street
42 to create a streetscape and move the parking to the back of the buildings.

43
44 Commissioner Iverson asked where the snow would be pushed to on the parcel and requested
45 this information be provided to the Commission.

1 Chair Vanderheyden clarified the Commission is requesting that the Applicant come back with
2 plan revisions and the requested information prior to the Commission action on the application
3 and moving it forward to the City Council.

4
5 Commissioner Gonzalez made a motion, Seconded by Commissioner Gnos, to continue
6 consideration of the application for design approval at 1120 Wayzata Boulevard East to a future
7 meeting. The motion carried unanimously.

AGENDA ITEM 2. Regular Agenda Old Business Items:

a.) 1120 Wayzata Blvd. E – Davis Group

i) Design Review

Mr. Thomson stated the Planning Commission had reviewed the development application for 1120 Wayzata Boulevard East at its October 5, 2015 meeting. He reviewed the Planning Report from the October 5 meeting. The Planning Commission had requested additional information from the Applicant regarding the site and building design. He reviewed the Applicant's revised plans and additional information and comments from Staff on parking and traffic analysis, setback requirements for the west property line, the design and design standard deviations and tree preservation analysis. He clarified when the property to the east was approved, the Conditional Use Permit (CUP) did include shared parking with this property. He stated there had been a traffic study done in 2006 for the property to the east. At that time there had been discussions on a larger access on Wayzata Boulevard and one of the changes recommend at that time for the east parcel was to remove the access. This access would have been on the property currently being reviewed. He pointed out the proposed occupants for the east property in 2006 had a higher parking requirement and generated more trips than the current proposed use. He stated the majority of the trees that would be removed were in the west and south section of the property and this was to accommodate the increase parking lot.

Vice Chair Iverson asked where the canopies were that would be removed.

City Planner Thomson stated they had been located on the four corners.

Mr. Mark Davis, Davis Group, 2487 Crown Hill Road, Minnetonka, stated they would not want to remove the metal clad elements they have on the building. The project has met the six (6) design requirements without including the canopy. The metal awnings they are proposing would look better than a fabric canopy.

Commissioner Gonzalez joined the meeting at 7:15 p.m.

Commissioner Gruber asked why Staff was recommending removing the metal awnings.

Mr. Thomson clarified Staff's interpretation had been based on the design standards and if these are awnings there are design requirements and metal is not one of the allowed materials in these design regulations. These are not being included as one of the design elements for the façade treatment so the Commission could make the determination that these are acceptable and include this in their findings.

Commissioner Ramy asked what the dimensions were for the overhang.

Mr. Patrick Giordana, BDH and Young, 7001 France Avenue S., stated the canopy elements on the west side have a projection of 18-inches. The eastern corner projects about 4-feet. This is to protect clients as they enter the facility and also identify this as the main entry point.

1 Commissioner Gonzalez asked if there would be any danger of snow and ice falling off the metal
2 canopy in the winter months.

3
4 Mr. Giordana stated the roof is flat and the water and runoff would be taken internally then
5 dumped out appropriately. This will also prevent ice buildup on the sidewalk.

6
7 Commissioner Gonzalez stated the design standards state the door on the main street should be
8 enlarged. She asked if this would be done.

9
10 Mr. Giordana stated they would make this a double door to meet this requirement.

11
12 Vice Chair Iverson asked if the Applicant would consider heating this area of the sidewalk.

13
14 Mr. Giordana stated the roof and overhang would eliminate the condensation and potential for
15 ice buildup.

16
17 Commissioner Gonzalez asked if the City Engineer had reviewed the storm water management
18 plan. The plans show that there were no changes but when there is redevelopment this is an
19 opportunity to make improvements.

20
21 Mr. Thomson stated there had been additional remodeling with the storm water management and
22 the City Engineer had reviewed this. There are some mitigation methods in place prior to the
23 water reaching the wetlands. They have met the City's storm water management requirements.

24
25 Commissioner Ramy stated he liked the awning design element proposed by the Applicant.

26
27 Commissioner Young stated the awnings are more of a design element than an awning and the
28 building design would suffer aesthetically if it were removed. He also agreed that having a
29 second entry point on Wayzata Boulevard would be a good idea.

30
31 It was the consensus of the Planning Commission that the metal awning design element should
32 be included in the findings.

33
34 Commissioner Young stated based on the plan and the number of physicians on staff currently
35 there would be enough parking on the site. He asked how the City would ensure that the shared
36 parking would still be in effect if there were additional needs in the future.

37
38 Mr. Thomson stated if this plan moves forward it would include a recommendation for a cross
39 parking agreement between the two (2) properties and this would be filed on the property. If the
40 properties were sold in the future this agreement would be follow the property.

41
42 Commissioner Ramy asked how the bank customers would be routed.

43
44 Mr. Giordana stated they had made adjustments to the previous site plan proposal. They reduced
45 the amount of parking of the project site to make the traffic flow better and this is why a cross
46 parking agreement would be needed.

1
2 Vice Chair Iverson stated the City Engineer expressed concerns on how the proposed perforated
3 pipe affect the retaining wall and what affect the grading would have on this retaining wall. She
4 stated she would like clarification on what will happen with this retaining wall. She would also
5 like to know what the impacts would be on the apartment complex and what would be done to
6 ensure they feel safe once the trees are removed.
7

8 Mr. Thomson stated he had discussed these items with the City Engineer. The Plans do include
9 more detail, including elevations, on the location of the pipe in relation to the retaining wall and
10 there is enough distance between the base of the wall and the pipe.
11

12 Commissioner Iverson stated if the Application were to move forward she would like to have
13 more detailed information on the sewer, water, and mitigation pipe locations and what is
14 required in Schedule 40.
15

16 Mr. Thomson clarified the pipe is 10-feet below the retaining wall and is 10-inches in diameter.
17

18 Vice Chair Iverson stated she would like to have the details of Schedule 40 included with the
19 Application if it moves forward.
20

21 Commissioner Gonzalez stated if the Application moves forward, all of the City Engineer's
22 concerns should be addressed for the Council to consider.
23

24 Commissioner Gonzalez stated one of the goals of the City was to have shade trees and
25 boulevard trees planted and the trees proposed would not be considered boulevard trees. The
26 Park and Recreation Commission is also trying to have developers plant a greater diversity of
27 native trees. She asked the Applicant to consider the types of trees that would be planted on the
28 property. She recommended the City review the design standards and reconcile these with the
29 tree replacement information with the Tree Preservation Ordinance.
30

31 Vice Chair Iverson stated the City and Minnehaha Creek Watershed require a minimum of 6-
32 inches of topsoil and note 1 on the Landscaping Plan states they are using 4-inches. She stated
33 this should be changed and a minimum of 6-inches should be required. She stated she would
34 like to see more information prior to making a recommendation to the City Council.
35

36 Mr. Thomson stated the recommendation would be presented to the Planning Commission for
37 approval prior to going to the City Council and this would include the additional information
38 requested by the Commission.
39

40 Commissioner Gonzalez asked if the City had received any feedback from neighboring residents
41 on the Project.
42

43 Mr. Thomson stated the City has heard from two (2) residents. One expressed concerns about
44 the amount of trees being removed and one requested a Commission packet with the Application.
45

1 Commissioner Gnos asked if the Applicant was replacing an adequate amount of trees based on
2 the Tree Preservation Ordinance.

3
4 Commissioner Gonzalez stated the Tree Preservation Ordinance has not been approved by the
5 City Council so it is not in effect at this time.

6
7 Vice Chair Iverson stated the City may need to approve having work done at night for the
8 installation of a water connection. There is no information on the impacts this would have on the
9 residents including what the hours would be, the sound levels, and the light noise, and
10 information on exactly what work would be performed on night. She would like this information
11 included as conditions of approval.

12
13 Vice Chair opened the public hearing at 7:49 p.m.

14
15 Ms. Sarah Rockswold, 208 Central Avenue South, Wayzata, asked if some of the trees could be
16 saved if there was more shared parking between the two (2) properties. She would also like to
17 see some of the larger trees that are visible from inside the building saved because these are
18 relaxing to patients. She also expressed concerns about noise levels at night during construction.

19
20 Ms. Nancy Forstrom, expressed concerns about the number of trees that would be removed.

21
22 Mr. Davis stated there are 33 significant trees on the west side of the property that would not be
23 removed.

24
25 Vice Chair Iverson closed the public hearing at 7:54 p.m.

26
27 Mr. Thomson clarified the additional information and conditions the Planning would recommend
28 for a recommendation of approval would include: detailed resolutions to the comments and
29 concerns of the City Engineer, specifications on the water service, the top soil depth on the
30 Landscape Plan, and the work hours for the utility connections.

31
32 Vice Chair Iverson added the requirement of 3-inch trees along Wayzata Boulevard.

33
34 Mr. Thomson stated other conditions included a double door for the second main entrance and
35 approving the metal awning structure proposed.

36
37 Commissioner Gonzalez added a condition that a cross parking easement be recorded against the
38 properties.

39
40 Commissioner Gonzalez made a motion, Seconded by Commissioner Young, to direct Staff to
41 prepare a Planning Commission Report and Recommendation, with the findings and conditions
42 outlined above, reflecting a recommendation of approval on the Application for review and
43 adoption at the next Planning Commission meeting.

44
45 Commissioner Gruber asked if the Developer could consider looking at adding trees in the
46 parking lot.

1
2 Mr. Davis stated there are trees incorporated in the parking lot.
3

4 Vice Chair Iverson stated the residents are also requesting additional tree be planted toward the
5 back of the property to provide additional screening.
6

7 Mr. Ramy asked if Mr. Davis would consider adding a short wall to block headlights along the
8 back of the parking lot.
9

10 Mr. Davis stated he would look into this.
11

12 The motion was called to a vote. The motion carried 5 ayes; 1 nay (Iverson).
13
14
15



WAYZATA PLANNING COMMISSION

November 16, 2015

REPORT AND RECOMMENDATION OF APPROVAL WITH CONDITIONS FOR PROJECT DESIGN AT 1120 WAYZATA BLVD EAST

SUMMARY OF RECOMMENDATIONS

1. Approve Project Design *with conditions*
-

REPORT

Section 1. BACKGROUND

- 1.1 Davis Real Estate Services Group, LLC (the "Applicant") has submitted an application (the "Application") for approval of the design for a new development that would include a new 16,000 SF, two story medical office building (the "Project").
- 1.2 Application Requests. As part of the Application, the Applicant is requesting approval of the following items:
 - A. Project Design ("Design") approval under Section 801.09 (Design Standards) for the medical office building.
- 1.3 Legal Description. The address, property identification number and owner of the property involved for the Project (the "Property") are:

1120 Wayzata Blvd East	05-117-22-32-0076	Alshouse Company LLC
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- 1.4 Land Use. The land use designations for the Property are:

Zoning:	Service District (C-3)
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Comp Plan:	Mixed Use Commercial (MUC)
Design District:	Wayzata Blvd Design District

- 1.5 Notice. Notice of a public hearing on the Application at the October 5, 2015 Planning Commission Meeting was published in the *Lakeshore Weekly* on September 22, 2015. A copy of the notice was mailed to all property owners located within 350 feet of the Property on September 21, 2015.

Section 2. STANDARDS

- 2.1 Design Standards. Subject to the exceptions listed in 801.09.1.5.C of the Zoning Ordinance, the Design Standards apply to all development with a nonresidential and/or multifamily component within the Design Districts that involve any of the following activities:

1. Modification involving fifty percent (50%) or more of an existing building's exterior façade
2. Building demolition
3. New building construction
4. Addition which adds an additional story to an existing building
5. Addition which increases the existing building's square footage by fifty percent (50%) or more
6. Alteration of the roof type of an existing building
7. Site alteration that changes fifty percent (50%) or more of the existing site

The relevant design criteria for the "Wayzata Blvd District" applicable to the Project are included in the attached Design Critique (Attachment A).

Section 3. FINDINGS

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

- 3.1 Project Design Review: The Project Design as proposed in the Application meets the criteria of the applicable Design Standards as described in Attachment A.

Section 4. RECOMMENDATION

Based on the Findings of this Report, the Planning Commission recommends the Project Design be approved, subject to the conditions noted below:

- A. Double doors must be provided on the north entrance to the building along Wayzata Boulevard East.
- B. The Japanese Tree Lilac Trees along the Wayzata Boulevard frontage must be replaced with deciduous trees that are three (3) caliper inches in diameter.
- C. The Applicant must execute a cross parking easement with the property to the east (1200 Wayzata Blvd E, PID: 05-117-22-32-0077) for at least three (3) parking stalls. The agreement must be acceptable to, and approved by the City Attorney, and must be filed in the chain of title for both properties.
- D. The Applicant must received written approval from the City Engineer of the final landscape plan, grading, erosion and sediment control plan, and utility plan.
- E. The final architectural plans must meet the Façade Detail, Brick Joints, Stone Joints, and Parapets, Flashing, Coping requirements provided in Sections 801.09.11.1D, 801.09.11.1E, 801.09.11.1F, and 801.09.11.1H, of the Design Standards, respectively.
- F. The Applicant must secure all necessary building permits for construction, and follow all laws and regulations applicable to the Project.
- G. All expenses of the City of Wayzata, including consultant, expert, legal, and planning incurred must be fully reimbursed by the Applicant.

Adopted by the Wayzata Planning Commission this 16th day of November, 2015.

Chair, Planning Commission

DRAFT RESOLUTION NO. 50-2015

**RESOLUTION APPROVING DESIGN REVIEW FOR A TWO-STORY MEDICAL OFFICE
BUILDING AT 1120 WAYZATA BLVD EAST**

Section 1. BACKGROUND

1.1 Project. Davis Real Estate Services Group, LLC (the “Applicant”) has submitted an application (the “Application”) for approval of the design for a new development that would include a new 16,000 SF, two story medical office building (the “Project”).

1.2 Application Requests. As part of the Application, the Applicant is requesting approval of the following items:

A. Project Design (“Design”) approval under Section 801.09 (Design Standards) for the medical office building.

1.3 Property. The address, property identification number and owner of the property involved for the Project (the “Property”) are:

1120 Wayzata Blvd East	05-117-22-32-0076	Alshouse Company LLC
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1.4 Land Use. The land use designations for the Property are:

Zoning:	Service District (C-3)
Comp Plan:	Mixed Use Commercial (MUC)
Design District:	Wayzata Blvd Design District

1.5 Notice. Notice of a public hearing on the Application at the October 5, 2015 Planning Commission Meeting was published in the *Lakeshore Weekly* on September 22, 2015. A copy of the notice was mailed to all property owners located within 350 feet of the Property on September 21, 2015.

1.6 Planning Commission Action. The Planning Commission reviewed the Application and held a Public Hearing on October 5, 2015. The Planning Commission subsequently reviewed the Application on November 2, 2015. The Planning Commission voted five (5) in favor and one (1) opposed to direct staff to prepare a draft *Planning Commission Report and Recommendation* for approval of the Application.

The Planning Commission reviewed the draft *Planning Commission Report and Recommendation* on November 16, 2015, where a motion to adopt the Report was approved on a five (5) in favor and zero (0) opposed vote.

Section 2. STANDARDS

2.1 Design Standards. Subject to the exceptions listed in 801.09.1.5.C of the Zoning Ordinance, the Design Standards apply to all development with a nonresidential and/or multifamily component within the Design Districts that involve any of the following activities:

1. Modification involving fifty percent (50%) or more of an existing building's exterior façade
2. Building demolition
3. New building construction
4. Addition which adds an additional story to an existing building
5. Addition which increases the existing building's square footage by fifty percent (50%) or more
6. Alteration of the roof type of an existing building
7. Site alteration that changes fifty percent (50%) or more of the existing site

The relevant design criteria for the "Wayzata Blvd District" applicable to the Project are included in the attached Design Critique (Attachment A).

Section 3. FINDINGS

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

3.1 Project Design Review: The Project Design as proposed in the Application meets the criteria of the applicable Design Standards as described in Attachment A.

Section 4. CITY COUNCIL ACTION

4.1 Based on the Findings of this Resolution, the request for approval of the Design Review as set forth in the Application (Attachment A), is hereby **APPROVED** subject to all of the following conditions (failure to comply with any one of these conditions shall result in the revocation of this approval):

- A. Double doors must be provided on the north entrance to the building along Wayzata Boulevard East.

- B. The Japanese Tree Lilac Trees along the Wayzata Boulevard frontage must be replaced with deciduous trees that are three (3) caliper inches in diameter.
- C. The Applicant must execute a cross parking easement with the property to the east (1200 Wayzata Blvd E, PID: 05-117-22-32-0077) for at least three (3) parking stalls. The agreement must be acceptable to, and approved by the City Attorney, and must be filed in the chain of title for both properties.
- D. The Applicant must execute an easement for the shared trash enclosure with the property to the east (1200 Wayzata Blvd E, PID: 05-117-22-32-0077). The agreement must be acceptable to, and approved by the City Attorney, and must be filed in the chain of title for both properties.
- E. The access ingress/egress access easement over the City park property to the west must be vacated.
- F. The Applicant must receive written approval from the City Engineer of the final landscape plan, grading, erosion and sediment control plan, and utility plan.
- G. The final architectural plans must meet the Façade Detail, Brick Joints, Stone Joints, and Parapets, Flashing, Coping requirements provided in Sections 801.09.11.1D, 801.09.11.1E, 801.09.11.1F, and 801.09.11.1H, of the Design Standards, respectively.
- H. The Applicant must secure all necessary building permits for construction, and follow all laws and regulations applicable to the Project.
- I. All expenses of the City of Wayzata, including consultant, expert, legal, and planning incurred must be fully reimbursed by the Applicant.

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

Mayor Ken Willcox

ATTEST:

City Manager Heidi Nelson

ACTION ON THIS RESOLUTION:

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Wayzata, Minnesota, at a duly authorized meeting held on December 1, 2015.

Becky Malone, Deputy City Clerk
SEAL

**1120 Wayzata Blvd E. – David Group Medical Specialty Center
Design Critique (Revised Based on 10/23/2015 Submittals)
November 12, 2015**

Building Recesses		Comments	Compliance
801.09.3.1.A – All Districts			
Building facades shall be articulated through the use of pilasters and/or recesses that create visible shadow lines and dimensions especially on the street level		The proposed buildings utilize recesses and changes in materials to break up the façade.	Yes
801.09.3.1.B			
Street level landscaped courtyards, outdoor seating areas and gathering areas shall be incorporated into building and site plan design.		The Project proposes landscaping around the exterior of the development and in driveway islands. In addition, the Project includes a bench along the sidewalk leading to the Wayzata Blvd entrance.	Yes
Building Width			
801.09.4.1 All Districts – New Buildings			
In order to reduce the scale of longer façades and to eliminate the long horizontal expressions of buildings, divisions or breaks in materials shall be included and at least three of the following design strategies shall be incorporated into the design:		The Project incorporates the following items:	Yes
1. Window bays		1. Rhythm of elements.	
2. Special treatment at entrances		2. Articulations of the façade, between stone and brick elements	
3. Variations in roof lines or parapet detailing		3. Special treatment at the north entrances with the parapet element.	
4. Awnings			
5. Building setbacks or articulation of the facade			
6. Rhythm of elements			

Upper Story Setbacks				
801.09.5.1.A – All Districts – New Buildings				
Building height shall conform to the height of the applicable zoning district. Where three (3) story buildings are permitted, the third (3 rd) story must be recessed from all façades fronting public right of ways at least a distance equal to the vertical distance of the 3 rd story height from the second (2 nd) floor footprint, or an average of ten (10) feet across the facade, but no portion of the 3 rd story structure shall be closer than six (6) feet to the 2 nd story façade. The 3 rd story façade shall be designed with railings, pillars, dimensional windows, building recesses or other similar design techniques to break up the 3 rd story façade.		This section is not applicable as the David Group building is a two story structures.		Not Applicable.
801.09.5.1.B – All Districts – New Buildings				
The façades fronting public right-of-ways of every two and three story building, longer than sixty (60) feet, must have a recessed second story of approximately twenty-five percent (25%) of the façade's length, setting back a minimum of six (6) feet from the face of the first floor façade. The required third floor setback must follow the frontal plane of the second story setback.		The building has recesses for 25% which are 6 feet or greater in depth.		Yes
801.09.5.1.C – All Districts – New Buildings				
Wintertime sun orientation, solar access, and views of Lake Minnetonka are significant issues within the Design Districts. Building height should not negatively and significantly impact neighboring properties.		The building height of the building is 26 ft to the top of the flat roof and has a series of parapets that extend up to 35 feet in height. The proposed building would meet all setback requirements.		Yes
Roof Design				
801.09.6.1 – All Districts				
"Green" roofs, roof garden terraces, arbors and other similar structures are encouraged on roofs of building.		The project does not include a green roof structure.		Not Applicable.

801.09.6.2.A – All Districts – Roof Materials The roof material for all sloped roofs in all districts shall be slate, untreated copper, pre-finished metal, cedar shake or asphalt shingle in dark colors. 801.09.6.2.B – All Districts – Roof Materials The roof material for all flat roofs in all districts shall be treated synthetic membrane or other similar material in dark colors.		The proposed roof material for the flat roof will be a ballasted rubber membrane material. The color of the roof is not provided.	Yes
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Screening of Rooftop Equipment 801.09.7.2 – Wavzata Blvd District All mechanical equipment shall be completely screened behind a parapet wall, so as not to be visible from adjacent properties and pedestrian view vantage points from adjacent sidewalks. No enclosure shall be larger than 25% of the roof area.		The mechanical equipment will be located on the roof deck and screened behind the parapet wall.	Yes
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			Comments		Compliance
Facade Transparency					
<u>801.09.8.4 – Wayzata Blvd District</u>					
No less than fifty percent (50%) of ground level façades for buildings containing commercial or office uses fronting Wayzata Blvd shall be transparent glass.			The building has windows occupying 50% of the Wayzata Blvd ground floor and 35% of the total Wayzata Blvd façade.		Yes
Ground Level Expression					
<u>801.09.9.1 – All Districts</u>					
In multi-story buildings, the ground floor shall be distinguished from the floors above by the use of at least three of the following elements:			The Project includes the following items:		Yes
1. An intermediate cornice line 2. A difference in building materials or detailing 3. An offset in the façade 4. An awning, trellis, or loggia 5. Arcade 6. Special window lintels 7. Brick/stone corbels			1. Intermediate cornice line. 2. A difference in building materials and detailing. 3. An offset in the façade.		

Entries					
<u>801.09.10.1 – All Districts</u>					
The front facade of all buildings shall be landscaped with window boxes or planters with seasonally appropriate plantings. The main entries shall face the primary street at sidewalk grade.			The building will have a landscape islands at the front façade of the building. The landscape plan also includes planters with seasonal annual landscaping along Wayzata Boulevard.		Yes

<u>801.09.11.1.A – Primary Opaque Surfaces – All Districts</u> Other than the accent materials listed in 801.09.11.G, ninety percent (90%) of the non-glass surfaces of each elevation of the exterior building façade shall be composed of one or more of the following materials: 1. Brick 2. Stone 3. Cast stone 4. Factory finished and certified wood, including, but not limited to: a. Wood shingles (cedar shingles six (6) inch maximum exposure) b. Lap-siding (six (6) inch maximum width) 5. Stucco 6. Brick 7. Stone 8. Cast stone 9. Factory finished and certified wood, including, but not limited to: a. Wood shingles (cedar shingles six (6) inch maximum exposure) b. Lap-siding (six (6) inch maximum width) 10. Stucco	The building is primarily of brick, stone, metal, and glass with the following percentages: North Elevation: Glass: 35% Utility Brick: 34% Metal: 5% Accent Brick/Stone: 34% Cast Sills/Soldier Course: 8% East Elevation: Glass: 33% Utility Brick: 23% Metal: 8% Accent Brick/Stone: 31% Cast Sills/Soldier Course: 5% South Elevation: Glass: 28% Utility Brick: 32% Metal: 5% Accent Brick/Stone: 29% Cast Sills/Soldier Course: 6% West Elevation: Glass: 34% Utility Brick: 29% Metal: 6% Accent Brick/Stone: 21% Cast Sills/Soldier Course: 10%	Yes
<u>801.09.11.1.B – Façade Coverage – All Districts</u> The primary opaque surface materials of all free standing buildings must be the same on all facades of the building.	Brick, stone, and metal are included on all four sides of medical building.	Yes

801.09.11.1.C – Type of Brick – All Districts On all facades of a free-standing building where brick is used, full course modular, Roman, Norman or other standard size brick must be used.	The brick will be full course brick of a standard size.	Yes
801.09.11.1.D – Façade Detail – All Districts 1. Brick and/or stone façades shall be well detailed and dimensionally designed in order to avoid fractional cuts and odd pieces. All outside brick corners must be full bricks (custom if necessary), with no mitering, forming continuous vertical joints. 2. The narrow face of an exposed stone butt joint, at corners, must be a minimum dimension of two (2) inches. Mitered and quirked stone corners are also acceptable.	This is a condition of approval.	Yes
801.09.11.1.E – Brick Joints – All Districts 1. The mortar for brick must be dark grey or in the color range of the brick. All joints must be concave or 'v' joint. No mortar may be used beyond the face of the brick. 2. All brick walls must be built to avoid efflorescence	This is a condition of approval.	Yes
801.09.11.1.F – Stone Joints – All Districts Stone joints shall be no larger than one-fourth (1/4) inch.	This is a condition of approval.	Yes

801.09.11.1.G – Accent Materials – All Districts Only the following materials may be used for lintels, sills, cornices, bases, and decorative accent trims, and must be no more than 10 percent (10%) of the non-glass surfaces of each elevation of the exterior building façade: 1. Stone 2. Cast stone 3. Copper (untreated) 4. Rock faced stone 5. Aluminum or painted steel structural shapes 6. Fiber cement board 7. Premium grade wood trim with mitered outside corners. Examples of premium grade wood are cedar, redwood, and fir. 8. EIFS	Metal is utilized for less than 10% of the façade on the building.	Yes
801.09.11.1.H - Parapets, Flashing, Coping – All Districts 1. Only the following materials may be used for parapets, flashing and coping: a. copper (untreated) b. brick c. stone d. cast stone e. premium grade wood. 2. Pre-finished, painted .032 aluminum may only be used as a standard parapet coping with a maximum exposed edge of five (5) inches.	This is a condition of approval.	Yes

<u>801.09.11.1.I – Awnings – All Districts</u> 1. Only the following types of awnings may be used: a. Fabric awnings of a heavy canvas in dark solid colors or other colors that are approved as part of the design review process b. Highly detailed, ornate metal in dark colors c. Glass awnings 2. Backlit awnings are prohibited. 3. Awnings with text or graphic material may be permitted but require approval via the sign permit process of the Zoning Ordinance.	The awnings are metal composite wall panel, which is not an allowed material, but the applicant is not requesting the awnings to be counted as one of the three breaks required in 801.09.4.1.	Yes
<u>801.09.11.1.J – Balconies – All Districts</u> Balconies shall be accessible and useable by persons. Fake or unusable balconies are prohibited. All balconies shall remain within the property line. Metal railings with members painted dark, or glass panels are permitted.	This section is not applicable, as there are no balconies proposed.	Not Applicable
<u>801.09.11.1.K – Glass – All Districts</u> Glass shall not be mirrored, reflective or darkened. Slight green, bronze and grey tints are acceptable. Spandrel glass shall not be counted as transparent glass for the purposes of calculations under the transparency requirements of Section 801.09.8 of the Standards, but may be used for detailing purposes. Environmentally appropriate glass, such as Low-emissivity glass, shall be used in all projects	The glass shall meet the standards of the ordinance.	Yes
<u>801.09.11.1.L – Doors – All Districts</u> Unless there are building security concerns, main entry doors shall be primarily glass. If, for security reasons, a main entry door is not possible or practical, a main entry door must be well detailed. Appropriately designed wood doors may be utilized for retail and office buildings.	The proposed entry doors will be glass.	Yes

		Comments	Compliance
Franchise Architecture			
801.09.12.1			
A. Typical or standardized franchise architecture (including building design that is the trade dress of, or identified with a particular chain, franchise or business and is repetitive in nature) is prohibited.		The building will not be a franchise.	Not Applicable
B. Large, bold or bright signage, trade dress or logos must be altered and scaled down to meet the purpose of these standards as articulated herein, and must not be repeated on the facades of the principal structure more than once. All new, altered and/or proposed signage for buildings must be submitted for review under Section 801.09.18 by the Planning Commission at the time of Design Standards Review application			
Walkways			
801.09.13.2 – Bluff District			
A. Continuous sidewalks at least five (5) feet in width shall be provided along all public street frontages. The sidewalk street grid shall be maintained and extended wherever possible.		Sidewalks exist on Wayzata Blvd adjacent to the Project. The Applicant is proposing to install sidewalks to connect with Wayzata Blvd.	Yes
B. Where the sidewalk street grid is interrupted by steep slopes or other topographic variations, walkways or stairways shall be built to maintain pedestrian continuity.			

Landscaping			Comments	Compliance
<u>801.09.14.1 – All Districts</u> A. Seasonal landscaping shall be used in all Design Districts, including use of window boxes, hanging flowers baskets, vines and/or other similar seasonal landscaping. If feasible, garden areas and ornamental trees shall be used at the street level.			The Applicant has proposed a mixture of trees and shrub around the perimeter of both of the new buildings. A landscape plan is included with the Applicant submittal materials.	Yes
B. Window boxes, hanging baskets and planters with seasonally appropriate plantings shall be used around entries to buildings.				
C. Vines shall be used to cover walls with more than one hundred (100) square feet of uninterrupted surface area.				
D. Streetscaping shall include all of the following:				
1. Boulevard species trees, with at least three (3) caliper inches. 2. Exposed aggregate sidewalks with brick accents 3. Street lights 4. Benches (if building length is 50 feet or greater), which utilize existing city bench designs. 5. Flowers				
<u>801.09.14.3 – Bluff and Wayzata Blvd Districts</u> Trees with a minimum of three (3) caliper inches shall be planted no more than twenty-six (26) feet apart within a landscaped boulevard.			The Applicant is proposing to install 1.5-inch Japanese tree lilacs. As a condition of approval, the Japanese tree lilacs must be substituted with three (3) caliper inch deciduous trees.	Yes

		Comments	Compliance
<u>801.09.16.2 – All Districts – Bicycle Parking</u> Commercial developments requiring more than twenty (20) parking spaces shall provide at least four (4) bicycle parking spaces in a convenient, visible, preferably sheltered location.		The Applicant proposes a bicycle rack to the south of the building adjacent to the parking.	Yes
Parking Structures			
<u>801.09.17.1 – All Districts</u> Parking structures shall meet the following standards, along with all other applicable building code standards: A. The ground floor façade abutting any public street or walkway shall be architecturally compatible with surrounding commercial or office buildings. B. The parking structure shall be designed in such a way that sloped floors do not dominate the appearance of the façade. C. Windows or openings shall be similar to those of surrounding buildings. D. Vines and other significant landscaping shall be used to minimize the visual impact of the parking structure.		This section is not applicable, as there is no parking ramp associated with the request.	Not Applicable

Signs				Comments		Compliance
801.09.18.1 – All Districts A. Compatibility - Signs shall be architecturally compatible with the style, composition, materials, colors and details of the building, and with other signs on nearby buildings. Signs shall be an integral part of the building and site design. - A sign plan shall be developed for buildings which house more than one (1) business. Signs need not match, but shall be compatible with one another. Franchise or national chains must comply with these Sign Standards to create signs compatible with their context. - When illuminated signs are proposed, only the text and/or logo portion of the sign may be illuminated. Illuminated signs must be compatible with the location. Illumination of the sign to highlight architectural details is permitted. Fixtures shall be small, shielded, and directed towards the sign rather than toward the street, so as to minimize glare for pedestrians and adjacent properties. - Sign plans must be submitted for review as part of an Applicant for Design Approval. Proposed signs must also conform to the requirements of Section 801.27 of the Wayzata Zoning Ordinance.				The building proposes the following signage: North Elevation: - Two tenant signs of 50 SF each Monument Sign: - Cabinet sign: 50 SF		Yes

Parking Lot and Building Lighting		Comments	Compliance
801.09.19.1 – All Districts			
A. Parking lot lighting shall be designed in such a way as to be in scale with its surroundings, and reduce glare. B. Cutoff fixtures shall be located below the mature height of trees located in parking lot islands so as to minimize ambient glow and light pollution. C. Pedestrian-scale lighting, not exceeding thirteen (13) feet in height, shall be located on walkways and adjacent to store entrances. All sidewalk lighting must be projected downwards. City light standard shall be followed for all public streets. D. Light posts shall be of a dark color. E. Lighting fixtures shall be compatible with the architecture of the building. F. Lights attached to buildings shall be screened by the building's architectural features to eliminate glare to adjacent properties. All façade lighting must be projected downwards. G. All lighting fixtures shall comply with City Code Section 801.16.6 as it relates to glare.		All lighting fixtures attached to the building are designed to be downcast lit.	Yes

CITY OF WAYZATA

RESOLUTION NO. 47-2015

RESOLUTION SUGGESTING CHARTER COMMISSION NOMINEES TO FOURTH JUDICIAL DISTRICT COURT OF THE STATE OF MINNESOTA

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 four members of the Wayzata Charter Commission will expire. An additional vacancy exists due to the death of Charter Commissioner Hill. This creates a total of five vacancies on the Charter 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 Charter Commission. A total of four applications were received.

Section 2. STANDARDS

- 2.1 City Council Recommendation. Section 3 of the Revised Charter of the City of Wayzata empowers the City Council to make such provisions as may be necessary to maintain a complete Charter Commission.

Section 3. CITY COUNCIL ACTION

- 3.1 The City Council of Wayzata hereby suggests to the Fourth Judicial District Court of the State of Minnesota the following persons eligible to serve as members of the Wayzata Charter Commission:
 1. _____ shall serve a full four-year term to expire on December 31, 2019.
 2. _____ shall serve a full four-year term to expire on December 31, 2019.
 3. _____ shall serve a full four-year term to expire on December 31, 2019.
 4. _____ shall serve a full four-year term to expire on December 31, 2019.

Adopted by the Wayzata City Council this 1st day of December, 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. 47-2015 adopted by the City Council of the City of Wayzata, Minnesota, at a duly authorized meeting held on December 1, 2015.

Deputy City Clerk Becky Malone

SEAL

CITY OF WAYZATA

RESOLUTION NO. 48-2015

A RESOLUTION APPROVING A COMMUNICATIONS BOARD APPOINTMENT

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

Section 1. BACKGROUND

- 1.1 Vacancy. In 2015, one member of the Communications Board resigned their position. This has created one vacancy for the two years remaining on a three-year term on the Communications 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 vacancy on the Communications Board. A total of one application was 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 Communications 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 Wayzata Communications Board and appoints them a member of the Board as follows:

1. _____ shall serve for the two years remaining on a three-year term to expire on December 31, 2017.

Adopted by the Wayzata City Council this 1st day of December, 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. 48-2015 adopted by the City Council of the City of Wayzata, Minnesota, at a duly authorized meeting held on December 1, 2015.

Deputy City Clerk Becky Malone

SEAL

CITY OF WAYZATA

RESOLUTION NO. 49-2015

RESOLUTION APPROVING A HERITAGE PRESERVATION 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 terms of two members of the Wayzata Heritage Preservation Board (the “HPB”) will expire. This creates a total of two vacancies on the HPB.
- 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 HPB. A total of one application was 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 HPB.

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 Heritage Preservation Board and appoints them a member of the Board as follows:

1. _____ shall serve a full two-year term to expire on December 31, 2017.

Adopted by the Wayzata City Council this 1st day of December, 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. 49-2015 adopted by the City Council of the City of Wayzata, Minnesota, at a duly authorized meeting held on December 1, 2015.

Deputy City Clerk Becky Malone

SEAL