WAYZATA CITY COUNCIL
MEETING MINUTES
January 6, 2015

AGENDA ITEM 1. Call to Order and Roll Call.

a. Oath of Office – Johanna McCarthy

Ms. Nelson administered the oath of office to Council Member Johanna McCarthy and presented her with a certificate of election.

Mayor Willcox called the meeting to order at 7 p.m. Council Members present: Anderson, McCarthy, and Mullin. Council Member absent and excused: Tyacke. Also present: City Manager Nelson, City Attorney Schelzel, and Administrative Services Director Uram.

AGENDA ITEM 2. Approve Agenda.

Mrs. Anderson made a motion, seconded by Mrs. McCarthy, to approve the agenda, as presented. The motion carried 4/0.

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

a. Introduction of New General Manager for Wayzata Wines and Spirits

Mr. Uram shared that Steve Maeger had been the interim General Manager since August of 2013 and thanked him for his work. The position of General Manager had opened in October and there had been over 25 applicants and a rigorous hiring process. Mr. Uram introduced Kevin Castellano as the new General Manager.

Mr. Castellano shared his employment history and certifications. The Council welcomed Mr. Castellano and asked how he felt about the possibility of liquor operations on Sunday. Mr. Castellano responded that he believed it was inevitable.

b. Minnehaha Creek Watershed District Appointment

Jeff Casale, 4955 Devonshire Circle, Shorewood, shared that he had been appointed to the Minnehaha Creek Watershed District for the last three terms and was looking to be reappointed. Because of a blocking technique used by another City at the last minute, Mr. Casale needed a City Council's nomination and requested the Wayzata City Council nominate him based on previous interaction concerning Bushaway Road. The nomination would only put Mr. Casale in the pool of nominees and the appointment would still be up to the Commissioner.

AGENDA ITEM 4. Consent Agenda.

Mr. Mullin requested to pull Item 4.b., Approval of Check Register, from the consent agenda for discussion.

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

a. Approval of Workshop Minutes of December 16, 2014 and Minutes of December 16, 2014
~~b. Approval of Check Register~~
c. Approval of Resolution No. 02-2015 Approving Appointment of Fire Department Officers for 2015
d. Consider 5:30 p.m. on April 7, 2015 Date for Local Board of Appeal and Equalization Meeting
e. Municipal licenses which received administrative approval (informational only)
f. Memorandum of Understanding AFSCME 2014-2016 Union Contract
g. Approval of Lake Minnetonka Conservation District Community Room Use Agreement and Cable Television Video Production Studio License Agreement

The motion carried 4/0.

AGENDA ITEM 5. New Business.

a. Consider Scope of Work for Downtown Parking Improvements

Ms. Nelson introduced Jim Lasher, a consultant for LSA Design. Mr. Lasher presented the revised scope of work based on feedback from the December 16, 2014 Council Workshop. Mr. Lasher reported that Stage One Services were completed. Stage Two Services consisted of six projects including: 1) Plan of Finance; 2) Pilot Projects for Near Term Parking/Mobility Management; 3) Parking District, Ordinance, and Management Tools; 4) Carisch Ramp Renovation; 5) Mill Street Parking Ramp; and, 6) Wayfinding Signage. Work would begin on the first four projects with the goal to bring preliminary information to the City Council at a February, 2015 Work Session. The information and options would allow the Council to make decisions on programming and financing of the last two projects. Mr. Lasher discussed the plan of finance and shared that LSA Designs would work with City staff and the City's financial planner (Ehlers).

The Council asked about deliverables and fees from Ehlers. Mr. Lasher answered that a plan of finance document was the deliverable. The Council asked about the role of Mr. Uram. Ms. Nelson further clarified how Ehlers, Mr. Uram, and other staff would be involved in the plan of finance.

The Council asked questions concerning shared parking, data collection analysis and application on pilot projects, and including action steps in the scope of work.

Ms. Nelson answered a question from Council, indicating that the funds for the project would come from the General CIP Fund and that the City had spent approximately $20,000 on the project to date. Ms. Nelson also explained that surplus in 2014 could be designated for this project.

Mr. Mullin made a motion, seconded by Mr. Willcox, to authorize staff to negotiate a Not-to-Exceed Contract with LSA Design based upon the scope of work presented. The motion carried 4/0.

b. Consider Resolution No. 01-2015 Designating Appointments and Assignments for 2015

Ms. Nelson presented the resolution, which included Mayor Pro Tem appointment; liaison appointments for the Communications Board, Park and Trails Board, and Volunteer Committee; Suburban Rate Authority Representative; and, City Attorney

The Council discussed the choice of Mayor Pro Tem, noting that it had previously been based on seniority and decided to continue that method. The Council agreed to request the Charter Commission to draft specific language on appointments in the future.

Mrs. McCarthy made a motion, seconded by Mrs. Anderson, to elect Council Member Mullin as Mayor Pro Tem. The motion carried 4/0.

The Council noted that Mrs. Anderson would be second Mayor Pro Tem. Mrs. McCarthy suggested Council Member Tyacke be third Mayor Pro Tem based on his place before her in the election and that she be fourth Mayor Pro Tem.

The Council discussed liaison appointments for the Communications Board, Park and Trails Board, and Volunteer Committee; and, committed to tackling it at a following meeting when the entire Council could be present.

The Council named Council Member McCarthy as the Suburban Rate Authority Representative.

The Council discussed legal services and whether to appoint City Attorney Schelzel as the official City Attorney and have City Attorney Meller perform more of an advisory role. The Council all agreed to appoint City Attorney Schelzel as the official City Attorney, but expressed an interest in putting legal services out to bid at some point in the year to check the market. The Council discussed instituting a timeline for bidding all services to ensure cost effectiveness.

Mrs. Anderson made a motion, seconded by Mr. Mullin, to Adopt Resolution No. 01-2015, Designating the City Appointments and Assignments for 2015, as amended to allow staff to correct the term expiration of the LMCD Board of Directors. The motion carried 4/0.

c. Wayzata Yacht Club Dock Modification

Ms. Nelson presented the request from the Wayzata Yacht Club that would be considered by the Lake Minnetonka Conservation District to rebuild Dock D, replacing the existing 32 slips with 32 slips with a consistent dock finger length of 28 feet. The total number of Boat Storage Units for the properties would not be affected by this request. The Council was requested to review the request and draft a letter to the Lake Minnetonka Conservation District with its approval and/or concerns

Jonathan McDonagh, Wayzata Yacht Club Rear Commodore, answered a question from the Council, indicating that the same size boats would be using the slips as had in the past.

Mr. Mullin made a motion, seconded by Mrs. Anderson, to direct staff to draft a formal letter to the Lake Minnetonka Conservation District stating the Council's approval. The motion carried 4/0.

AGENDA ITEM 6. City Manager's Report and Discussion Items.

a. Consider ULI MN Workshop – Navigating Your Competitive Future

Ms. Nelson reported that the Urban Land Institute – Minnesota Chapter contacted staff regarding a free workshop session that it was offering to local City Councils and Planning Commissions called "Navigating Your Competitive Future." The session would be a two-hour workshop including a short presentation, moderated panel discussion, and an interactive dialogue with the City policymakers. Ms. Nelson noted that the tentative workshop date would be February 17, 2014 at 4:30 p.m. and asked if the Council would like to participate.

The Council was in favor of the workshop and asked to include the Heritage Preservation Board along with the Planning Commission and the Housing and Redevelopment Authority.

b. Consider Resolution Nominating Managers for the Minnehaha Creek Watershed District

The Council reviewed the requested nomination and explained that another City Council had put forth a nomination essentially blocking anyone else from that city from applying. The statute that applied stated that if a Council put forth a nomination, no other applicant could apply. This had never been done before. Mr. Casale needed a nomination from a city council, but a nomination required three names. Sherry White of Orono and Ron Anderson of Wayzata had agreed to participate as the other two names.

Mr. Mullin wanted the City of Wayzata to remain silent and neutral and saw it as a bigger policy issue. Mrs. McCarthy was not professionally familiar with Mr. Casale or Ms. White and felt uncomfortable nominating them as a City Official. Mrs. Anderson supported the nomination and encouraged the other Council Members to do the same. She pointed out that the nomination only allowed Mr. Casale to be in the pool of nominees. Mayor Willcox stated that he did not condone the tactics being used by other city councils and supported the nomination.

Mr. Casale noted that a letter of recommendation was in the Council's packet.

Mr. Schelzel answered a question from the Council, indicating that if there was a split vote, the motion would fail and that staff had drafted an approval resolution if that was the direction of the Council.

Mrs. Anderson made a motion, seconded by Mr. Willcox, to approve a resolution nominating Ron Anderson, Jeff Casale, and Sherry White as managers for the Minnehaha Creek Watershed District. The motion failed 2/2 (Voting nay-McCarthy, Mullin).

c. Wayzata Chamber of Commerce Renovations

Ms. Nelson reported that the drop ceiling was being removed from the Wayzata Chamber of Commerce and the cost was being shared between the City and the Chamber.

d. Consent Agenda Item 4.b. Approval of Check Register

Ms. Nelson noted that Consent Agenda Item 4.b. had not been discussed. Mr. Mullin asked about the charge labeled Unitarian Church under Best and Flanagan on page 1 of the Check Register. Ms. Nelson explained that it was a City obligation as part of a settlement agreement.

Mrs. McCarthy noted the new phone systems on Page 4 of the Check Register and asked about the City's policy for disposing of old equipment. Ms. Nelson answered that it was on a case by case basis.

Mrs. Anderson suggested staff look into cost savings methods such as leasing of equipment and buying refurbished equipment instead of purchasing new equipment.

e. Council Comments

Mr. Mullin congratulated Commissioner Jan Callison as the Chair of the Hennepin County Board and asked for a staff presentation on gaming licenses.

Mrs. Anderson shared that Wayzata long time volunteers Irene Stemmer and Judy Starkey were "retiring" and wanted to recognize them at a small banquet. The Council agreed as long as there was a budget.

Mrs. McCarthy shared that she was excited to begin her term as a Council Member and looking forward to the year ahead.

<u>AGENDA ITEM 7. Public Forum Continued (if necessary).</u>

There were no comments.

<u>AGENDA ITEM 8. Adjournment.</u>

Mrs. McCarthy made a motion, seconded by Mrs. Anderson to adjourn. There being no further business, Mr. Willcox adjourned the meeting at 9:33 p.m.

Respectfully submitted,

Becky Malone

Becky Malone
Deputy City Clerk

Drafted by Sarah Peterson
TimeSaver Off Site Secretarial, Inc.