

WAYZATA CITY COUNCIL

Meeting Agenda

Wayzata City Hall Community Room, 600 Rice Street

Tuesday, May 5, 2026

7:00 PM

TEAMS INFORMATION

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Meeting ID: 246 212 953 413 682 Passcode: es6RN2R9

Members of the public may watch and listen remotely by viewing the meeting on Channel 8, WCTV, and at the City's website at www.wayzata.org/WCTV.



Public comment during the Public Forum and/or Public Hearing portions of the meeting may be provided in person at the meeting, in advance, or by logging into the teams call and raising your hand during the public hearing. **When your name is called in the meeting, you will be seen and heard in our Council Chambers and the cable channel.** You will be asked to unmute and then you may begin your comment. All public comments must include your full name and address.

The City encourages comments or questions about items on the agenda and, when possible, requests that you submit them in advance by emailing PublicComment@wayzata.org, calling City staff at 952-404-5323, or mailing Wayzata City Hall at 600 Rice St E, Wayzata, MN 55391 (Attn: Public Comment).

5:00 p.m. Dinner Available for Wayzata City Council - Community Room

WORKSHOP TOPICS FOR DISCUSSION:

- **Closed Session Meeting (5:00-6:00 p.m.)** — A closed special meeting of the Wayzata City Council will be held pursuant to Minnesota Statute Section 13D.05, subdivision 3(b)—the attorney/client privilege exception to the Open Meeting Law. This meeting will be closed to permit the Council to meet with its attorneys to review, and candidly and openly discuss, absolutely confidential and privileged matters related the following litigation: Adlon C. Adams, 225 Manitoba Ave LLC, Olivia A. Adams, Wayzata Cottage, LLC, and Robert C. Fisher, as Trustee of the Robert C. Fisher Trust dated July 8, 2016, Plaintiffs/Petitioners, vs. City of Wayzata, Defendant; and Jeffrey Lee Holmers, 306 Barry Ave N LLC, Scott Tripps, 1020 Lake Street E LLC, Anna Ovsyannikova, and Yevgeniy Ogranovich, Plaintiffs/Petitioners, vs. City of Wayzata, Defendant
- **Presentation of Draft Landscape Design for Panoway (6:00-6:30 p.m.)**
- **Discussion of Future Agenda Topics (6:30-6:40 p.m.)**

7:00 PM - CITY COUNCIL MEETING

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approve Agenda**
5. **Public Forum (3min/person)**
 - a. Update from the Heritage Preservation Board on the Historical Trolley Tours Event Scheduled May 17th
 - b. Introduction of Wayzata School District Superintendent Dr. Robb Virgin
6. **New Agenda Items**
7. **Consent Agenda**
 - a. Approval of Local Board of Appeal and Equalization and Regular City Council Meeting Minutes of April 7, 2026
 - b. Approval of Check Register
 - c. Approval of Municipal Licenses
 - d. Approval of Professional Services Agreement with Steen Engineering for HVAC Construction Documents
 - e. Adoption of Resolution 21-2026 Accepting Donation from the Wayzata Crime Prevention Coalition
 - f. Adoption of Resolution 22-2026 Accepting Donation from Tom Shaver, Kurt Klapprich, and Ed Turnquist
 - g. Approval of 2026 Sidewalk Cafe Permit Renewals

- h. Adoption of Resolution 23-2026 Amending Planning Commission Bylaws
- i. Approval of Professional Service Agreement with GTEL Advisors, LLC for Records Management System Procurement and Implementation Support for the Wayzata Police Department
- j. Approval of the Second Reading and Adoption of Ordinances 857 and 858 amending Chapter 805 - Park Dedication and the Fee Schedule
- k. Approval of Second Reading and Adoption of Ordinance 860 Amending the Official Zoning Map of the City of Wayzata at 1022/1042 Wayzata Blvd East.
- l. Approval of Amendment to Seasonal Lease Agreement for Wayzata Beach Recreational Equipment Rentals

8. Public Hearing

9. New Business

- a. Consider Award of Contract to Creekside Lawn & Landscape for the Library Path and Garden Project

10. City Manager's Report and Discussion Items

11. Public Forum (as necessary)

12. 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 - May 19 & June 2, 2026
Planning Commission - May 4 & May 18, 2026

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.



City of Wayzata City Council Agenda Report

MEETING DATE: May 5, 2026	AGENDA ITEM: 7.a
TITLE: Approval of Local Board of Appeal and Equalization and Regular City Council Meeting Minutes of April 7, 2026	
PROPOSED MOTION: To Approve the Local Board of Appeal and Equalization and Regular City Council Meeting Minutes of April 7, 2026	
PREPARED BY: Kathy Leervig, City Clerk	
REVIEWED BY: Aurora Yager, City Manager	

ACTION REQUESTED:

Staff recommends approval of the Local Board of Appeal and Equalization and Regular City Council Meeting Minutes of April 7, 2026.

FINANCIAL OR BUDGET CONSIDERATION:

Not Applicable.

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

Not Applicable.

BACKGROUND:

Not Applicable.

ATTACHMENTS:

1. April 7, 2026 Local Board of Appeal and Equalization Minutes (draft)
2. April 7, 2026 CC Minutes (draft)

WAYZATA LOCAL BOARD OF APPEAL AND EQUALIZATION HEARING
DRAFT - MEETING MINUTES
APRIL 7, 2026

AGENDA ITEM 1. Call to Order.

Mayor Mullin called the meeting to order at 5:30 p.m. Mayor Mullin shared the multiple options for joining remotely and submitting comments, questions, or an appeal.

AGENDA ITEM 2. Pledge of Allegiance.

AGENDA ITEM 3. Roll Call.

Board Members present: Mullin, Plechash, Sorensen, MacDonald, and Koch. Also present: City Manager Yager, City Clerk Leervig, City Attorney Schelzel, Josh Whitney, Michael Smerdon, and Melody Devine, Hennepin County Assessor's Office.

AGENDA ITEM 4. Conduct Annual Local Board of Appeal and Equalization Hearing.

City Manager Yager gave an overview of the Local Board of Appeal and Equalization (LBAE) hearing process and explained the goals of the meeting.

Melody Devine, Hennepin County Assessor's Office, explained that she handled the commercial and industrial assessment for the City. She stated that the commercial properties had remained relatively flat over the past year. She noted that the net growth for the 130 commercial properties in the City was .7% over 2025. She noted that the City's one industrial parcel was also flat over the last year. She explained that there were 31 apartment parcels in the City, and the net growth of new construction was -8.7% because the Myers property was transitioning to condos and was removed from the total count.

Mr. Koch asked if they had used sales comparables to value the commercial properties or if they included income value and capitalization rates.

Ms. Devine confirmed that they do go deeper and use income value and capitalization rates, and explained that it was typically based on income, and noted that they use market rates.

Josh Whitney, Hennepin County Assessor's Office, stated that he is on the residential appraisal side and noted that the single-family growth numbers for the City did not go up as much as last year and were at 1.5%. He stated most of this was due to condos going up 9% due to the transition property Ms. Devine had mentioned, townhomes 1.8%, duplexes/triplexes .5%, and noted that twin homes went down -.1%. He explained that so far they had received 29 appeals, and 27 of those had already been settled. He stated that two properties needed to be discussed tonight at:

- 433 Bushaway Road
- 353 Ferndale Road S

Mr. Whitney explained that both homeowners had concurred with his recommendations. He stated that he got one additional call just before the meeting from the property owner at:

- 670 Hillside

Mr. Whitney stated that he had explained the options to the homeowner and had scheduled an appointment to discuss this on April 8, 2026, at noon.

Ms. Yager explained that valuation notices were mailed out on February 27, 2026, and appeals that come in before 10 days before the LBAE hearing can be agreed upon by the assessor and the property owner and do not need action by the LBAE. She noted that if an appeal came in after that time, then it did require LBAE action, which meant that they only needed to take action on the 3 properties mentioned by Mr. Whitney.

Mayor Mullin opened the Local Board of Appeal and Equalization hearing and began discussion around PID #0811722220007, 430 Bushaway Road, and asked Mr. Whitney to share his recommendation.

Mr. Whitney stated that he made a full inspection of the property and found a change in the affected frontage, which had not been measured correctly, resulting in the reduction. He explained that he was proposing a reduction in the initial proposed value of \$11,432,900 to \$10,996,300, and the owner had concurred with his recommendation.

Mayor Mullin stated that the property owner was not present and was not online. He asked for a motion. Mr. Plechash made a motion, seconded by Ms. MacDonald, to Approve the Assessor's recommendation for a reduction in value for 430 Bushaway Road from \$11,432,900 to \$10,996,300, as outlined. Motion carried 5/0.

Mayor Mullin stated that the next property was PID #0111723410034 353 Ferndale Road S and asked Mr. Whitney to share his recommendation for this property.

Mr. Whitney stated that this property was fully inspected and reviewed the interior quality and finishes, and determined that there was not enough depreciation applied to the property. He noted that the property was also located near the entrance of the Highcroft neighborhood and had determined that there was a need for additional adjustment due to the additional traffic. He stated that the homeowner had agreed to his recommendation to reduce the property value from \$3,032,500 to \$2,855,500.

Mr. Sorensen stated that he felt the new building valuation of \$703,000 was a bit low.

Mr. Whitney explained that the building values were modeled, and when they apply additional depreciation as homes age, they get to functional depreciation, for things like the market acceptance of the floor plan and finishes.

Mayor Mullin stated that the property owner was not present and was not online. He asked for a motion. Mr. Sorensen made a motion, seconded by Mr. Plechash, to Approve the Assessor's Recommendation for a reduction in value for property located at 353 Ferndale Road S from \$3,032,500 to \$2,855,500, as outlined. Motion carried 5/0.

Ms. Devine reminded the LBAE that there was one additional property that needed to be entered into the record.

Mr. Whitney reiterated that he had received a phone call about 30 minutes before the meeting from Thomas Hanlon at 670 Hillside, PID #0111723330024, who wanted to

1 appeal the value of his property. He explained that they had not made a full inspection of
2 the property and needed to do so to consider an amendment to the proposed valuation of
3 the property. He stated that there is an appointment scheduled for him to inspect the
4 property on April 8, 2026, at noon. He clarified that the actions the Board was taking
5 tonight preserve the right for residents to undertake the appeals process with the County
6 and also to continue to work with the Assessor's Office.

7
8 **AGENDA ITEM 12. Reconvene or Adjourn.**

9 Following discussion regarding whether the Board should reconvene or adjourn, Mayor
10 Mullin asked for a motion. Mr. Koch made a motion, seconded by Mr. Plechash, to adjourn
11 the Local Board of Appeals and Equalization. Mayor Mullin recessed the meeting at 5:51
12 p.m.

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14 Respectfully submitted,

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18 Kathy Leervig
19 City Clerk

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21 Drafted by Kayla Rokosz
22 *TimeSaver Off Site Secretarial, Inc.*

WAYZATA CITY COUNCIL
DRAFT - MEETING MINUTES
APRIL 7, 2026

AGENDA ITEM 1. Call to Order.

Mayor Mullin called the meeting to order at 7:00 p.m. Mayor Mullin shared the multiple options for joining remotely and submitting comments or questions.

AGENDA ITEM 2. Pledge of Allegiance.

AGENDA ITEM 3. Roll Call.

Council Members present: Mullin, Sorensen, MacDonald, Plechash, and Koch. Also present: City Manager Yager, Community Development Director Sharpe, and City Attorney Schelzel.

Mayor Mullin noted earlier this evening, the City Council participated in the Local Board of Appeals and Equalization meeting.

AGENDA ITEM 4. Approve Agenda.

Mr. Koch made a motion, seconded by Ms. MacDonald, to approve the agenda, as presented. The motion carried 5/0.

AGENDA ITEM 5. Public Forum.

Marilyn Richter, Benton Avenue, explained that she was here to emphasize the need for rules and regulations surrounding short-term rentals in the City. She stated that she felt that the lack of rules and regulations had been reflected in the issues happening on Benton Avenue over the last few years.

Henry Miles, Widsten Circle, stated that he was here to voice his opinion about the TCF building at 200 Lake Street and noted that it is an eyesore, and now, what was once a landmark of the City has become a slum building. He stated that the disputes between the City and the building owners do not matter to him and felt the building had become a lose/lose scenario for all parties. He suggested that both parties come up with a compromise so the slum building can be removed from the City.

a. Proclaiming the Month of May as Arbor Month

Mayor Mullin read aloud the Proclamation declaring the month of May 2026 as Arbor Month in the City of Wayzata.

b. Introduce May Jagodzinski, Planning Intern

Community Development Director Sharpe introduced Planning Intern May Jagodzinski, who started with the City about a month ago. He explained that she had been a delight to work with and had been helping fill in some gaps during the busy spring. He gave a brief overview of her background, education, and experience.

Planning Intern Jagodzinski explained that she was a first-year graduate student at the University of Minnesota and shared details of her experience as an analyst in municipal

government, and noted that she had been able to learn a lot over the last month about the planning side of municipal government.

Mr. Koch stated that he felt having this intern position was a great idea and would love the City to explore other internship opportunities because he felt they were a win/win for the intern and the City.

AGENDA ITEM 6. New Agenda Items.

AGENDA ITEM 7. Consent Agenda.

Mayor Mullin read the items on the consent agenda and asked if any Council member wished to pull an item for further discussion.

Ms. MacDonald noted that she just wanted to comment on the event permits for the Wayzata West Metro Chamber of Commerce. She had noticed that some great strides had been made and wanted to call that out to show the Council's appreciation for those efforts. She stated that she would like to encourage the City to do its due diligence as well, so both the City and the Chamber can be on the same page moving into the next season, and outlined topics she felt should be discussed at a future Work Session.

Hearing no additional requests, Mayor Mullin asked for a motion to approve the Consent Agenda as presented. Mr. Sorensen made a motion, seconded by Mr. Plechash, to approve the consent agenda:

- a. Approval of Check Register
- b. Approval of Municipal Licenses
- c. Adoption of Resolution 19-2026 Appointing Cameron Bentrott to the Energy & Environment Committee
- d. Adoption of Resolution 18-2026 Approving Draft DEED Grant Application for 200 Lake Street E.
- e. Approval of Seasonal Lease Agreement with Bjorn Cycling
- f. Approval of Contract with MN Conservation Corps for a Woodland Restoration Project at 998 Lake Street E
- g. Approval of Special Event Permit for 2026 Wayzata Art Experience Event by the Wayzata West Metro Chamber of Commerce
- h. Approval of Special Event Permit for 2026 James J. Jill Days Event by the Wayzata West Metro Chamber of Commerce
- i. Approval of Special Event Permit for 2026 Boo Bash Dash Event by the Wayzata West Metro Chamber of Commerce
- j. Adoption of Resolution 17-2026 Amending the 2026 Liquor Fund Budget

The motion carried 5/0.

AGENDA ITEM 8. Public Hearings.

AGENDA ITEM 9. New Business.

- a. **Consider Need of Emergency Moratorium and First Reading of Ordinance 859 Declaring a Temporary Moratorium on New Short-Term Rentals**

1 Mr. Sharpe gave a brief overview of the background of actions and decisions made
2 regarding short-term rentals and the staff recommendation that the City consider a possible
3 need for an emergency moratorium to not allow any new short-term rental licenses. He
4 briefly outlined the proposed provisions within the moratorium.

5 Mr. Plechash asked if the Council did not approve the moratorium, and someone
6 applied for a new short-term rental license, if the City would be obligated to approve, or if
7 they would have the choice to deny it.

8 Mr. Sharpe stated that as long as an applicant met the City's provisions, such as
9 passing inspections and paying fees, the City would move along just like any other
10 application, which meant the City may have to issue the license.

11 Mr. Schelzel clarified that if the moratorium was not adopted, the City would go
12 back to where they were before the Short-Term Rental Ordinance that prohibited them, and
13 if an applicant met all the criteria for issuing a license, it would be issued, and if not, the
14 City would not issue the license.

15 Mr. Plechash asked how long the license term was for Short-Term rentals.

16 Mr. Sharpe explained that it was a one-year term and would go through May 31,
17 2027.

18 Mr. Plechash stated that if they chose not to approve the moratorium and someone
19 applied and met the criteria, they would only be doing this for the next year.

20 Mr. Sharpe clarified that with a zoning ordinance, once a use has begun and there
21 is a zoning ordinance passed after this permitted use, it would become a legal non-
22 conforming use and would be able to continue in perpetuity as long as they meet certain
23 provisions.

24 Mr. Plechash asked if City staff were aware of anyone who was queued up to apply
25 for this license.

26 Mr. Sharpe explained that there were 2 new ones that had been submitted since the
27 notification regarding the court case, but noted that the rental inspections have not yet
28 occurred.

29 Mr. Koch asked if he understood correctly that any short-term rentals that were in
30 place were allowed to continue to be short-term rentals in perpetuity, even if the City
31 changes the ordinance.

32 Mr. Sharpe stated that under a zoning ordinance, that would be correct.

33 Mr. Schelzel stated that it was worth understanding that all rental dwellings need
34 to have a license in the City and noted that this would change if the zoning ordinance were
35 updated to essentially not make short-term rentals a permitted use; those uses could only
36 continue if they predated the change, and the use would have to continue.

37 Ms. MacDonald stated that she was in favor of approving the moratorium and the
38 emergency moratorium.

39 Mr. Sorensen stated that he was also in favor of this moratorium and believed it
40 should be enacted as soon as possible.

41 Mayor Mullin asked if the moratorium term had to just be 1 year.

42 Mr. Schelzel explained that the State Statute authorizes cities to adopt moratoriums
43 for a period of 'up to a year'.

44 Mr. Plechash stated that he had hoped they would be able to find a more nuanced
45 approach, but because it was the Council's intent not to allow short-term rentals in the City,
46 he also supported the emergency moratorium.

1 Mr. Koch stated that he was not on the Council when the decision regarding short-
2 term rentals was made, but he appreciated their work. He explained that he also supported
3 this proposed moratorium and stated that he would also like it if the City could find a more
4 nuanced approach to a solution.

5 Mayor Mullin stated that he has always hoped for the City to be able to find some
6 kind of responsible regulation so short-term rentals could be allowed in some form rather
7 than an absolute ban. He noted that the City has not had a full legal briefing on the status
8 of the existing case, which they lost. He stated that he wanted to send the message to the
9 community that they were looking at all options and would take the path that makes the
10 most sense. He explained that he would have liked the Council to have gotten the full
11 briefing on the case because they were asked to impose a moratorium. He stated that he
12 felt this action was premature and would not support this item. He clarified that this did
13 not mean that he wasn't in support of where the Council landed, but in how the information
14 is coming to the Council and not having a full understanding of the implications of the
15 court ruling.

16 Mr. Schelzel explained that if approved, this emergency ordinance would have an
17 immediate effect.

18 Mayor Mullin read aloud a comment submitted to the City by an existing short-
19 term rental licensee, Theresa and Bob Fisher.

20
21 Mayor Mullin asked for a motion. Mr. Plechash made a motion, seconded by Ms.
22 MacDonald, to Declare that there is an Emergency Need to place a Moratorium on New
23 Short-Term Rentals in the City. Upon a roll call vote, the motion carried 4/1 (Mullin
24 opposed)

25
26 Mayor Mullin asked for a motion. Ms. MacDonald made a motion, seconded by Mr.
27 Plechash, to Adopt Ordinance 859, an Emergency Interim Ordinance Imposing an
28 Immediate Twelve-Month Moratorium on New Short-Term Rentals Pending Completion
29 of Study and Consideration of Amendments to the City's Regulations and Official
30 Controls. The motion carried 4/1 (Mullin opposed).

31
32 Mr. Schelzel reminded the Council that this action meant that Ordinance 859 would go into
33 effect immediately.

34 Mr. Sorensen asked how this moratorium would affect the two parties who had
35 applied for a Short-Term Rental license.

36 Mr. Schelzel stated that this needed to be discussed by staff and noted that his initial
37 thought is that the City applies the law that is in effect at the time the City takes action,
38 which means that if those licenses had not been issued, they would not be.

39 Mayor Mullin noted that the Council would be holding a Closed Session meeting
40 following the meeting to discuss the court ruling. He asked when the City would bring
41 commentary forward to the public regarding this issue.

42 Mr. Schelzel stated that the moratorium gives the City up to a year to adopt new
43 regulations and will direct staff to engage in studying this. He explained that he felt this
44 was related to litigation strategy, which they would discuss at the Closed Session meeting,
45 and that would drive the timing of potential new regulations.

a. Consider Approval of the Special Event Permit for 2026 WAAM Fest by RBA

Ms. Yager gave an overview of the Special Event application submitted by Mr. Born to hold two concerts during James J. Hill Days in September. She reviewed the staff recommendations for conditions of approval and noted that one of the things Council should discuss is the end time for the music. She explained that the applicant had asked for the end time to be 11:00 p.m., but based on numerous past complaints, staff was recommending that the Council place a condition of approval that the music has to end by 10:30 p.m.

Rick Born, applicant, stated that he has been part of 21 events in the City, which had all been permitted until 11:00 p.m. He noted that only 1 of those events went until 11:00 p.m. when Toby Keith was in concert. He explained that the average end time has probably been around 10:35 p.m., which was their intent again this year.

Mr. Plechash asked if Mr. Born was considering having EDM artists again.

Mr. Born stated that they were considering EDM again, but explained that things were getting late within the overall process. He stated that he had not sent offers out to artists yet because he wanted to make sure he got approval from the City first. He stated that it will end up coming down to whatever talent they were able to get, which may be one night of EDM and another of country or rock music. He stated that he believed another concern raised in the past was about the longevity of the music, so they were planning to start the music later in the evening, for example, at 7:00 p.m. instead of 6:00 p.m.

Mr. Plechash asked why they couldn't start the concert at 6:00 p.m. and just end the concert earlier.

Mr. Born stated that one of the reasons was the light show aspects of the concerts.

Mayor Mullin asked if Mr. Born would be willing to put a guardrail in place and only have EDM for one of the concerts.

Mr. Born stated that his preference would be to have different genres of music each night, but because they are late to the game, it may be hard, and he did not want to box himself in like that. He noted that it is also possible that they may end up getting two nights of country concerts and not EDM.

Ms. MacDonald commented on the number of past feedback and complaints the City had received regarding the EDM music and stated that two nights in a row would just make people blow a gasket again. She stated that she felt the thing people were opposed to was that it would be two nights back-to-back rather than two different weekends.

Mr. Born asked if Ms. MacDonald would object if it were two nights of country artists.

Ms. MacDonald noted that it didn't really matter what she thought, but noted that she thinks the issue was specifically with EDM music. She stated that she was fine with an end time of 11:00 p.m., but the thought of getting more feedback like she had received in the past about having two nights in a row was nerve-wracking. She asked if Mr. Born was unable to find a second artist and whether they could change this to just be a one-night-only concert.

Mr. Born stated that anything can happen and shared some history around the Beach Bash in 2013 and the expenses that are involved in only having a one-night event. He stated that it can be done, but it would be a lot harder to do.

Mr. Koch stated that he supported the later start time and did not want to limit the genre.

1 Ms. MacDonald stated that she would like to see this move forward and would put
2 her faith in Mr. Born and was willing to give it another try.

3 Mr. Plechash stated that he had no problem with this request and that it was
4 something that the City was beginning to be known for. He stated that he believed lessons
5 had been learned along the way from the Council and the promoters.

6 Mr. Sorensen stated that he also supported this application and was generally
7 compliant with the Ordinance. He stated that he felt it was good for the community and
8 was part of the James J. Hill Days, but asked Mr. Born to keep in mind the comments that
9 have been made related to EDM.

10 Mayor Mullin stated that he trusted that Mr. Born had heard the concerns shared by
11 the Council and would support moving this forward.

12
13 Mayor Mullin asked for a motion on the draft resolution. Ms. MacDonald made a motion,
14 seconded by Mr. Plechash, to Approve the Special Event Permit for 2026 WAAM Fest and
15 allow the flexibility of the start and stop times, as discussed. The motion carried 5/0.

16
17 **AGENDA ITEM 10. City Manager's Report and Discussion Items.**

18 **a. Upcoming Events/Announcements**

- 19 • The City will be giving away free potted Hackberry trees for Arbor Day and
20 encouraged residents to sign up on the website.
21 • Spring Book Sale will take place on April 11-12, 2026, in the Council Chambers
22

23 **b. Council Member Updates/Announcements**
24

25 **AGENDA ITEM 11. Public Forum Continued (if necessary).**

26 There were no comments.
27

28 **AGENDA ITEM 12. Adjournment.**

29 There being no further business, Mayor Mullin asked for a motion to adjourn. Mr. Plechash
30 made a motion, seconded by Mr. Sorensen, to adjourn. Mayor Mullin adjourned the
31 meeting at 8:13 p.m.

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33 Respectfully submitted,
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37 Kathy Leervig
38 City Clerk
39

40 Drafted by Kayla Rokosz
41 *TimeSaver Off Site Secretarial, Inc.*



City of Wayzata City Council Agenda Report

MEETING DATE: May 5, 2026	AGENDA ITEM: 7.b
TITLE: Approval of Check Register	
PROPOSED MOTION: To Approve the Payment of Checks and Electronic Fund Transfers (EFT's) for April 2026	
PREPARED BY: Erin St. Cyr, Accountant	
REVIEWED BY: Aurora Yager, City Manager, Peter Zimmerman, Finance Manager	

ACTION REQUESTED:

Staff recommends the approval of checks and EFT's.

FINANCIAL OR BUDGET CONSIDERATION:

Not Applicable.

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

Not Applicable.

BACKGROUND:

Not Applicable.

ATTACHMENTS:

1. Paper Checks
2. EFT

INVOICE DISTRIBUTION REPORT FOR CITY OF WAYZATA

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 101 GENERAL FUND							
Department: 00000 ALL DEPARTMENTS							
101-00000-21724	MN PAID FAMILY LEAVE	METLIFE	MN PAID FAMILY LEAVE	4/2026	04/29/2026	4,900.11	140331
Total Department 00000 ALL DEPARTMENTS						4,900.11	
Department: 41100 Mayor and Council							
101-41100-00302	MTG.MINUTES	TIME SAVER OFF SITE SEC	MTG MINUTES - CITY C	32185	04/22/2026	219.50	140277
101-41100-00302	MTG.MINUTES	TIME SAVER OFF SITE SEC	MTG MINUTES - BOARD	32188	04/22/2026	178.00	140277
Total Department 41100 Mayor and Council						397.50	
Department: 41500 Administration & Finance							
101-41500-00200	OFFICE SUPPLIES (GENERAL)	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	1LJ1-FX6R-HXK7	04/29/2026	34.76	140285
101-41500-00200	OFFICE SUPPLIES (GENERAL)	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	177F-LNH3-DL4C	04/22/2026	53.21	140230
101-41500-00200	OFFICE SUPPLIES (GENERAL)	CINTAS - OHIO	CITY HALL FIRST AID	84089253248	04/22/2026	7.53	140237
101-41500-00200	OFFICE SUPPLIES (GENERAL)	INNOVATIVE OFFICE SOLUT	CITY HALL SUPPLIES	5106606	04/29/2026	33.02	140318
101-41500-00200	OFFICE SUPPLIES (GENERAL)	INNOVATIVE OFFICE SOLUT	CITY HALL SUPPLIES	5110366	04/29/2026	266.33	140318
101-41500-00200	OFFICE SUPPLIES (GENERAL)	PURCHASE POWER	POSTAGE SUPPLIES	1029177987	04/22/2026	601.69	140270
101-41500-00304	LEGAL FEES	LEAGUE OF MN CITIES INS	DRAY TRUSTEE LLC V.	GL 435142	04/29/2026	8,416.63	140323
101-41500-00350	PRINTING & PUBLISHING	ECM PUBLISHERS, INC.	ORD 859 - 12 MO. MOR	1095396	04/22/2026	57.37	140245
101-41500-00350	PRINTING & PUBLISHING	HENNEPIN COUNTY PROPERT	2026 TNT PREP	1000267219	04/22/2026	848.11	140252
101-41500-00350	PRINTING & PUBLISHING	HENNEPIN COUNTY TAX SER	ANNUAL BILLING-SPEC	99-2026	04/22/2026	127.50	140253
Total Department 41500 Administration & Finance						10,446.15	
Department: 41940 Building Operations & Maint.							
101-41940-00210	OPERATING SUPPLIES (GENERAL)	AMAZON CAPITAL SERVICES	TOILET PARTS	1GFH-MPPR-LW96	04/22/2026	103.47	140230
101-41940-00210	OPERATING SUPPLIES (GENERAL)	GOPHER ACE TRU VALUE	SUPPLIES - BLDG	28748/1	04/22/2026	33.98	140248
101-41940-00321	SERVICE	MEDIACOM	CHAMBER HALL SERVICE	04192026	04/22/2026	50.93	140261
101-41940-00321	SERVICE	POPP TELECOM	LIFEGUARD/WARMING H	992914650	04/22/2026	322.06	140269
101-41940-00401	REPAIRS/MAINT BUILDINGS	CERTAPRO PAINTERS	PAINT CITY MGR OFFIC	04242026	04/29/2026	637.00	140296
101-41940-00401	REPAIRS/MAINT BUILDINGS	HENRICKSEN PSG	CITY MANAGER OFFICE	798195	04/29/2026	998.02	140314
101-41940-00409	MONTHLY CLEANING	CMT JANITORIAL SERVICES	MONTHLY CLEANING	7752	04/22/2026	3,189.00	140239
101-41940-00409	MAINT SERVICES & IMPROV	SUMMIT FIRE PROTECTION	MARINA SEMI ANNUAL I	4023157	04/22/2026	631.50	140274
Total Department 41940 Building Operations & Maint.						5,965.96	
Department: 42100 Police							
101-42100-00200	OFFICE SUPPLIES (GENERAL)	AMAZON CAPITAL SERVICES	NAME PLATES	1NT6-YQ9G-77F1	04/29/2026	10.49	140285
101-42100-00210	OPERATING SUPPLIES (GENERAL)	GOPHER ACE TRU VALUE	SUPPLIES	28824/1	04/29/2026	5.99	140309
101-42100-00217	UNIFORMS	DATZMAN, TYLER	REIMBURSEMENT SWAT G	04202026	04/22/2026	279.45	140242
101-42100-00217	PD UNIFORM	STREICHER'S	PD UNIFORM - C. AMBR	11822925	04/29/2026	2,026.00	140350
101-42100-00217	PD UNIFORM	STREICHER'S	PD UNIFORM - L MCNEE	11821158	04/22/2026	156.98	140273
101-42100-00311	DATA PROCESSING	LOFFLER COMPANIES, INC.	PD RPLC BATTERY CART	*377503Q	04/29/2026	(479.87)	43
101-42100-00315	K-9 SERVICES	OAK RIDGE PET BOARDING	PD K9 BOARDING 3/28-	B017256	04/22/2026	500.00	140264
101-42100-00323	PD RADIO SERVICE	HENN.CNTY.INFO.TECH.DEP	PD RADIO LEASE & SER	1000266714	04/22/2026	2,248.94	140251
101-42100-00404	REPAIRS/MAINT - MACHIN/EQUIP	WAYZATA BAY CAR WASH	PD SQUAD MAINTENANCE	1871	04/22/2026	376.20	140283
101-42100-00433	Dues, Licensing & Seminars	TRI-COUNTY LAW ENFORCEM	ANNUAL DUES	2026	04/22/2026	90.00	140278
101-42100-00434	Training and schools	BCA TRAINING AND AUDITI	TRAINING-CARL MARTIN	46299	04/29/2026	75.00	140289
Total Department 42100 Police						5,289.18	
Department: 42200 Fire							
101-42200-00210	Operating supplies (GENERAL)	SIGNS NOW	WFD E-11 REFLECTIVE	41556	04/29/2026	200.00	140345
101-42200-00404	Repairs/Maint - Machin/Equip	KIRVIDA FIRE, INC.	ENGINE #12 USB POWER	14104	04/29/2026	221.47	140322
101-42200-00404	Repairs/Maint - Machin/Equip	KIRVIDA FIRE, INC.	RESCUE #11 - REPLACE	14103	04/29/2026	122.96	140322
Total Department 42200 Fire						544.43	
Department: 43100 Streets							
101-43100-00210	OPERATING SUPPLIES (GENERAL)	GOPHER ACE TRU VALUE	SUPPLIES	28796/1	04/22/2026	12.58	140248

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 101 GENERAL FUND							
Department: 43100 Streets							
101-43100-00220	Repair/Maint Supply (GENERAL)	GRAINGER, INC.	PART	9882336903	04/22/2026	92.37	140249
101-43100-00220	REPAIR/MAINT SUPPLY (GENERAL)	MACQUEEN EQUIPMENT	PARTS	P71831	04/22/2026	380.21	140259
101-43100-00220	REPAIR/MAINT SUPPLY (GENERAL)	MN BATTERY LLC	BATTERY - STREET ROL	30787	04/29/2026	95.00	140333
101-43100-00241	SAFETY EQUIP/TESTINGS	CINTAS - OHIO	PW FIRST AID	5330864001	04/22/2026	55.46	140237
101-43100-00306	EMPLOYEE DRUG TESTING	VAULT HEALTH	DRUG/ALCOHOL TESTING	00702307	04/22/2026	16.51	140282
Total Department 43100 Streets						652.13	
Department: 45200 Parks							
101-45200-00210	OPERATING SUPPLIES (GENERAL)	GOPHER ACE TRU VALUE	SUPPLIES	28819/1	04/29/2026	23.55	140309
101-45200-00210	OPERATING SUPPLIES (GENERAL)	GOPHER ACE TRU VALUE	SUPPLIES	28820/1	04/29/2026	4.78	140309
101-45200-00210	OPERATING SUPPLIES (GENERAL)	GOPHER ACE TRU VALUE	SUPPLIES	28811/1	04/22/2026	36.32	140248
101-45200-00210	OPERATING SUPPLIES (GENERAL)	GOPHER ACE TRU VALUE	SUPPLIES	28765/1	04/22/2026	4.99	140248
101-45200-00229	DIRT, SAND AND GRAVEL	GOPHER ACE TRU VALUE	POTTING SOIL	28868/1	04/29/2026	150.00	140309
101-45200-00229	DIRT, SAND AND GRAVEL	SITEONE LANDSCAPE SUPPL	PVC PIPE	165052649-001	04/29/2026	48.20	140346
101-45200-00240	SMALL TOOLS AND MINOR EQUIP	GOPHER ACE TRU VALUE	TOOLS	28890/1	04/29/2026	1,115.00	140309
101-45200-00241	SAFETY EQUIP/TESTINGS	HOME DEPOT	PARK GLOVES/SEWER SU	APRIL 2026	04/29/2026	59.64	140316
101-45200-00241	SAFETY EQUIP/TESTINGS	SCHWARZ, JORDAN	REIMBURSE SAFETY EQU	04062026	04/22/2026	43.34	140272
101-45200-00306	PERSONNEL EXPENSE	VAULT HEALTH	DRUG/ALCOHOL TESTING	00702307	04/22/2026	28.75	140282
Total Department 45200 Parks						1,514.57	
Department: 49200 Miscellaneous Allocations							
101-49200-00212	MOTOR FUELS	HIGHWAY 55 RENTAL	PW SUPPLIES	607639	04/22/2026	62.66	140254
101-49200-00212	FUEL	MANSFIELD OIL COMPANY	FUEL	27827370	04/29/2026	1,430.98	140327
101-49200-00212	FUEL	MANSFIELD OIL COMPANY	FUEL	27827295	04/29/2026	1,272.34	140327
101-49200-00365	WORKERS COMP INS	ACCIDENT FUND INSURANCE	WISCONSIN W/C INSUR	1002609186	04/22/2026	252.00	140229
Total Department 49200 Miscellaneous Allocations						3,017.98	
Total Fund 101 GENERAL FUND						32,728.01	
Fund: 233 LAKEFRONT IMPROVE							
Department: 40000 General Department							
233-40000-00309-2022-4	PANOWAY DOCK BUMPERS	J.F. BRENNAN COMPANY, I	DOCK BUMPERS	492502-002	04/29/2026	57,000.00	140320
Total Department 40000 General Department						57,000.00	
Total Fund 233 LAKEFRONT IMPROVE						57,000.00	
Fund: 235 CABLE TV							
Department: 40000 General Department							
235-40000-00302	CONSULTANTS	CCX MEDIA	Q1 2026 CITY MEETIN	00076	04/29/2026	5,231.25	140295
Total Department 40000 General Department						5,231.25	
Total Fund 235 CABLE TV						5,231.25	
Fund: 401 DOWNTOWN PARKING							
Department: 40000 General Department							
401-40000-00309	CHARGING STATION RENEWAL - THRU 2	CHARGEPOINT	CHARGING STATION RAM	409585	04/22/2026	8,630.00	140236
401-40000-00309	MILL STREET ACCESS PROJECT	HUB PARKING TECHNOLOGY	MILL STREET RAMP PAR	4826001795	04/29/2026	14,236.83	140317
Total Department 40000 General Department						22,866.83	
Total Fund 401 DOWNTOWN PARKING						22,866.83	
Fund: 404 PARK AND TRAIL CIP							
Department: 40000 General Department							
404-40000-00309	KLAPPRICH PARK WARMING HOUSE	EBERT COMPANIES	KLAPPRICH PARK WARMI	PAY APP 6	04/22/2026	38,353.06	140244
404-40000-00309	Contractual Services	GRIZZLY TREE CARE	TREE REMOVAL - REGUL	02639	04/29/2026	4,264.00	140311

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Fund: 404 PARK AND TRAIL CIP							
Department: 40000 General Department							
404-40000-00309	TREE REPLACEMENT	HENNEPIN COUNTY PUBLIC	2026 SEEDLING SALE	04282026	04/29/2026	585.00	140313
404-40000-00309	Contractual Services	HENNEPIN COUNTY PUBLIC	2026 CITY TREE SALE	2374	04/29/2026	1,653.45	140313
Total Department 40000 General Department						44,855.51	
Total Fund 404 PARK AND TRAIL CIP						44,855.51	
Fund: 409 EQUIP REVOLVING							
Department: 40000 General Department							
409-40000-00540	NEW COMPUTER WARRANTY	LOFFLER COMPANIES, INC.	HP CARE PACK	5334944	04/29/2026	164.00	43
409-40000-00540	CITY HALL COPIER SETUP	LOFFLER COMPANIES, INC.	NEW CITY HALL COPIER	5330984	04/22/2026	292.50	140258
Total Department 40000 General Department						456.50	
Department: 42100 Police							
409-42100-00540	PD RADIO LEASE	HENN.CNTY.INFO.TECH.DEP	PD RADIO LEASE & SER	1000266714	04/22/2026	896.13	140251
Total Department 42100 Police						896.13	
Total Fund 409 EQUIP REVOLVING						1,352.63	
Fund: 430 STREET CIP							
Department: 40000 General Department							
430-40000-00499	Miscellaneous	MARTIN MARIETTA MATERIA	ROAD MATERIALS	49058937	04/29/2026	309.93	140328
430-40000-00499	MISC PATCHING (PD + GLEASON TRAIL	MARTIN MARIETTA MATERIA	ROAD MATERIALS	49069601	04/29/2026	468.03	140328
Total Department 40000 General Department						777.96	
Total Fund 430 STREET CIP						777.96	
Fund: 610 WATER FUND							
Department: 40000 General Department							
610-40000-00210	OPERATING SUPPLIES (GENERAL)	GOPHER ACE TRU VALUE	SUPPLIES	28866/1	04/29/2026	1.79	140309
610-40000-00210	OPERATING SUPPLIES (GENERAL)	SITEONE LANDSCAPE SUPPL	SUPPLIES - CREDIT	164010419-001	04/29/2026	(1.00)	140346
610-40000-00216	CHEMICALS	HAWKINS, INC	CHEMICALS	7393069	04/29/2026	4,580.91	140312
610-40000-00216	CHEMICALS	HAWKINS, INC	CHEMICALS	7390800	04/22/2026	30.00	140250
610-40000-00216	CHEMICALS	HAWKINS, INC	CHEMICALS	7390350	04/22/2026	60.00	140250
610-40000-00225	REPAIR & MAINT - SYSTEM	GRAINGER, INC.	SUPPLIES	9883602683	04/22/2026	197.99	140249
610-40000-00225	WTP SERVICE	MEDIACOM	WTP SERVICE	04212026	04/29/2026	1,525.00	140330
610-40000-00306	PERSONNEL EXPENSE	VAULT HEALTH	DRUG/ALCOHOL TESTING	00702307	04/22/2026	7.95	140282
610-40000-00310	MCES PERMIT FEE	METROPOLITAN COUNCIL	PERMIT FEE - WTP W01	0001204867	04/22/2026	550.00	140262
610-40000-00310	MCES PERMIT FEE	METROPOLITAN COUNCIL	PERMIT FEE - WTP W01	0001204866	04/22/2026	550.00	140263
610-40000-00322	POSTAGE	IMPACT MAILING & FULFIL	UTILITY BILLING POST	223173	04/22/2026	5,000.00	140256
610-40000-00323	SERVICE	POPP TELECOM	WTP SERVICE	992914722	04/22/2026	211.89	140268
610-40000-00401	REPAIRS/MAINT BUILDINGS	GRAINGER, INC.	PARTS	9892793564	04/29/2026	230.19	140310
Total Department 40000 General Department						12,944.72	
Total Fund 610 WATER FUND						12,944.72	
Fund: 620 SEWER FUND							
Department: 40000 General Department							
620-40000-00210	OPERATING SUPPLIES (GENERAL)	HOME DEPOT	PARK GLOVES/SEWER SU	APRIL 2026	04/29/2026	43.92	140316
620-40000-00306	PERSONNEL EXPENSE	VAULT HEALTH	DRUG/ALCOHOL TESTING	00702307	04/22/2026	7.95	140282
620-40000-00322	POSTAGE	IMPACT MAILING & FULFIL	UTILITY BILLING POST	223173	04/22/2026	5,000.00	140256
620-40000-00405	Maint/Replac - System	QUALITY FLOW SYSTEMS, I	SERVICE CALL TO PUMP	50853	04/22/2026	594.00	140271
Total Department 40000 General Department						5,645.87	
Total Fund 620 SEWER FUND						5,645.87	

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 630 MOTOR VEHICLE							
Department: 00000 ALL DEPARTMENTS							
630-00000-34111	MOTOR VEHICLE COMMISSIONS	SEARSON, JEFFREY	DMV OVERPAYMENT	0234228	04/29/2026	58.50	140343
Total Department 00000 ALL DEPARTMENTS						58.50	
Department: 40000 General Department							
630-40000-00404	MV COPIER MAINT.	MARCO TECHNOLOGIES LLC	MV COPIER MAINTENAN	579918731	04/22/2026	346.17	140260
Total Department 40000 General Department						346.17	
Total Fund 630 MOTOR VEHICLE						404.67	
Fund: 640 LIQUOR							
Department: 00000 ALL DEPARTMENTS							
640-00000-10150	ATM	CASH - OLD NATIONAL	ATM \$	04222026	04/22/2026	20,000.00	140228
Total Department 00000 ALL DEPARTMENTS						20,000.00	
Department: 47000 Off-Sale							
640-47000-00210	MATS	CINTAS CORPORATION	KITCHEN SUPPLIES	4265849570	04/22/2026	38.17	140238
640-47000-00210	MATS	CINTAS CORPORATION	KITCHEN SUPPLIES	4266614075	04/29/2026	38.17	140297
640-47000-00251	LIQ RESALE	BELLBOY BAR SUPPLY CORP	LIQUOR, WINE & CHERR	0211009700	04/29/2026	149.60	140290
640-47000-00251	LIQ RESALE	BELLBOY BAR SUPPLY CORP	LIQUOR & MIX	0211135700	04/29/2026	1,303.67	140290
640-47000-00251	LIQUOR	BREAKTHRU BEVERAGE MN	LIQUOR & WINE	126651873	04/29/2026	573.04	140293
640-47000-00251	LIQUOR	BREAKTHRU BEVERAGE MN	LIQUOR & WINE	126436761	04/29/2026	688.50	140293
640-47000-00251	LIQUOR	JOHNSON BROS.-ST.PAUL	LIQUOR & WINE	1009955	04/29/2026	359.88	140321
640-47000-00251	LIQUOR	JOHNSON BROS.-ST.PAUL	LIQUOR & WINE	1026365	04/29/2026	3,361.54	140321
640-47000-00251	LIQUOR	JOHNSON BROS.-ST.PAUL	LIQUOR & WINE	1036012	04/29/2026	3,057.13	140321
640-47000-00251	LIQUOR FOR RESALE	LIBATION PROJECT	WINE & LIQUOR	114148	04/29/2026	116.04	140324
640-47000-00251	LIQUOR FOR RESALE	MAVERICK WINE CO.	LIQUOR & WINE	1729813	04/29/2026	230.00	140329
640-47000-00251	LIQUOR	PHILLIPS WINES & SPIRIT	LIQUOR & WINE	5161200	04/29/2026	406.02	140342
640-47000-00251	LIQUOR	PHILLIPS WINES & SPIRIT	LIQUOR & WINE	5153707	04/29/2026	244.35	140342
640-47000-00251	LIQUOR	SOUTHERN GLAZER`S	LIQUOR & WINE	2749825	04/29/2026	2,430.68	140348
640-47000-00251	LIQUOR	SOUTHERN GLAZER`S	LIQUOR & WINE	2749828	04/29/2026	314.98	140348
640-47000-00251	LIQUOR	SOUTHERN GLAZER`S	LIQUOR & WINE	2744556	04/29/2026	52.50	140348
640-47000-00251	LIQUOR	SOUTHERN GLAZER`S	LIQUOR & WINE	2744551	04/29/2026	3,300.45	140348
640-47000-00251	LIQUOR	SOUTHERN GLAZER`S	LIQUOR & WINE	2744555	04/29/2026	1,343.96	140348
640-47000-00251	LIQUOR	SOUTHERN GLAZER`S	LIQUOR & WINE	2744554	04/29/2026	314.98	140348
640-47000-00251	LIQUOR	SOUTHERN GLAZER`S	LIQUOR & WINE	2744550	04/29/2026	269.96	140348
640-47000-00251	LIQUOR FOR RESALE	WINE COMPANY	WINE, LIQUOR & NA WI	439266	04/29/2026	54.00	140357
640-47000-00252	WINE FOR RESALE	BELLBOY BAR SUPPLY CORP	LIQUOR, WINE & CHERR	0211009700	04/29/2026	88.00	140290
640-47000-00252	WINE	BREAKTHRU BEVERAGE MN	LIQUOR & WINE	126651871	04/29/2026	1,408.00	140293
640-47000-00252	WINE	BREAKTHRU BEVERAGE MN	LIQUOR & WINE	126651872	04/29/2026	55.94	140293
640-47000-00252	WINE	BREAKTHRU BEVERAGE MN	LIQUOR & WINE	126436760	04/29/2026	25.21	140293
640-47000-00252	WINE	BREAKTHRU BEVERAGE MN	LIQUOR & WINE	126436759	04/29/2026	2,862.60	140293
640-47000-00252	WINE	DOMACE VINO	WINE	31288	04/29/2026	210.00	140306
640-47000-00252	WINE	JOHNSON BROS.-ST.PAUL	LIQUOR & WINE	1036013	04/29/2026	660.12	140321
640-47000-00252	WINE	JOHNSON BROS.-ST.PAUL	LIQUOR & WINE	1009955	04/29/2026	1.48	140321
640-47000-00252	WINE	JOHNSON BROS.-ST.PAUL	LIQUOR & WINE	1026366	04/29/2026	1,171.80	140321
640-47000-00252	WINE	JOHNSON BROS.-ST.PAUL	LIQUOR & WINE	1033959	04/29/2026	2,548.80	140321
640-47000-00252	WINE RESALE	LIBATION PROJECT	WINE & LIQUOR	114148	04/29/2026	528.00	140324
640-47000-00252	WINE	MAVERICK WINE CO.	LIQUOR & WINE	1729813	04/29/2026	649.94	140329
640-47000-00252	WINE RESALE	NEW FRANCE WINE COMPANY	WINE	268972	04/29/2026	400.00	140336
640-47000-00252	WINE RESALE	NEW FRANCE WINE COMPANY	WINE	270144	04/29/2026	192.00	140336
640-47000-00252	WINE RESALE	PAUSTIS WINE COMPANY	WINE	291793	04/29/2026	402.00	140339
640-47000-00252	WINE RESALE	PAUSTIS WINE COMPANY	WINE & THC PRODUCTS	292912	04/29/2026	288.00	140339
640-47000-00252	WINE RESALE	PHILLIPS WINES & SPIRIT	LIQUOR & WINE	5161201	04/29/2026	426.75	140342

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Fund: 640 LIQUOR							
Department: 47000 Off-Sale							
640-47000-00252	WINE RESALE	PHILLIPS WINES & SPIRIT	NA WINE, MIX & WINE	5153708	04/29/2026	165.50	140342
640-47000-00252	WINE	SOUTHERN GLAZER`S	LIQUOR & WINE	2749827	04/29/2026	2,433.16	140348
640-47000-00252	WINE	SOUTHERN GLAZER`S	WINE - CREDIT 274199	9693190	04/29/2026	(144.00)	140348
640-47000-00252	WINE	SOUTHERN GLAZER`S	LIQUOR & WINE	2744553	04/29/2026	3,716.63	140348
640-47000-00252	WINE	VINOCOPIA	WINE	0393683	04/29/2026	272.00	44
640-47000-00252	WINE	VINOCOPIA	OVERPAYMENT - CREDIT	*CK140145	04/29/2026	(680.96)	44
640-47000-00252	WINE RESALE	WINE COMPANY	WINE, LIQUOR & NA WI	439266	04/29/2026	219.00	140357
640-47000-00252	WINE RESALE	WINE COMPANY	WINE	438071	04/29/2026	224.00	140357
640-47000-00252	WINE	WINE MERCHANT	WINE	7561707	04/29/2026	160.00	140358
640-47000-00252	WINE	WINE MERCHANT	WINE	7560040	04/29/2026	2,324.00	140358
640-47000-00252	WINE	WINE MERCHANT	WINE	7561706	04/29/2026	360.00	140358
640-47000-00252	WINE RESALE	WINEBOW	WINE & NA SPIRITS	00182552	04/29/2026	624.00	140359
640-47000-00253	BEER RESALE	ARTISAN BEER COMPANY	BEER	3845945	04/29/2026	140.90	140286
640-47000-00253	BEER RESALE	ARTISAN BEER COMPANY	BEER	3847877	04/29/2026	131.30	140286
640-47000-00253	BEER RESALE	ARTISAN BEER COMPANY	BEER/THC PRODUCT - C	448481	04/29/2026	(12.84)	140286
640-47000-00253	BEER RESALE	ARTISAN BEER COMPANY	BEER	3849824	04/29/2026	92.30	140286
640-47000-00253	BEER RESALE	ARTISAN BEER COMPANY	BEER	3849823	04/29/2026	274.35	140286
640-47000-00253	BEER FOR RESALE	BACK CHANNEL BREWING CO	BEER & THC PRODUCTS	3568	04/29/2026	104.00	140288
640-47000-00253	BEER	BREAKTHRU BEVERAGE	BEER - CREDIT	RMA367005288	04/29/2026	(20.80)	140292
640-47000-00253	BEER	BREAKTHRU BEVERAGE	BEER - CREDIT	RMA367033714	04/29/2026	(16.15)	140292
640-47000-00253	BEER	BREAKTHRU BEVERAGE	BEER - CREDIT	RMA367033713	04/29/2026	(32.30)	140292
640-47000-00253	BEER	BREAKTHRU BEVERAGE	BEER	126543516	04/29/2026	3,405.50	140292
640-47000-00253	BEER	BREAKTHRU BEVERAGE	BEER	126435191	04/29/2026	4,484.87	140292
640-47000-00253	BEER	BREAKTHRU BEVERAGE	BEER	126650208	04/29/2026	2,665.95	140292
640-47000-00253	BEER	CAPITOL BEVERAGE SALES	BEER	3275265	04/29/2026	1,119.00	140294
640-47000-00253	BEER FOR RESALE	CAPITOL BEVERAGE SALES	BEER - CREDIT	3278427	04/29/2026	(6.69)	140294
640-47000-00253	BEER	CAPITOL BEVERAGE SALES	BEER - CREDIT	3275261	04/29/2026	(153.65)	140294
640-47000-00253	BEER	CAPITOL BEVERAGE SALES	BEER	3281273	04/29/2026	475.65	140294
640-47000-00253	BEER	CAPITOL BEVERAGE SALES	BEER	3278430	04/29/2026	317.60	140294
640-47000-00253	BEER	CAPITOL BEVERAGE SALES	BEER	3281739	04/29/2026	2,668.25	140294
640-47000-00253	BEER	CLEAR RIVER BEVERAGE CO	BEER & THC PRODUCTS	857694	04/29/2026	178.00	140298
640-47000-00253	BEER	DAHLHEIMER DISTRIBUTING	BEER & NA BEER	2749411	04/29/2026	513.00	140301
640-47000-00253	BEER	DAHLHEIMER DISTRIBUTING	BEER	2754808	04/29/2026	559.40	140301
640-47000-00253	BEER FOR RESALE	DANGEROUS MAN BREWING C	BEER	8663	04/29/2026	166.00	140303
640-47000-00253	BEER RESALE	HOHENSTEINS INC.	BEER	918819	04/29/2026	88.80	140315
640-47000-00253	BEER RESALE	HOHENSTEINS INC.	BEER	921069	04/29/2026	153.00	140315
640-47000-00253	BEER RESALE	HOHENSTEINS INC.	BEER	923419	04/29/2026	143.10	140315
640-47000-00253	BEER FOR RESALE	INSIGHT BREWING COMPANY	BEER	30984	04/29/2026	110.70	140319
640-47000-00253	BEER	LUCE LINE BREWING CO.	BEER	5353	04/29/2026	195.00	140325
640-47000-00253	BEER FOR RESALE	VENN BREWING COMPANY	BEER	12364	04/29/2026	142.50	140355
640-47000-00254	MISC.MIX	BELLBOY BAR SUPPLY CORP	LIQUOR, WINE & CHERR	0211009700	04/29/2026	169.95	140290
640-47000-00254	MISC.MIX	BELLBOY BAR SUPPLY CORP	LIQUOR & MIX	0111023800	04/29/2026	516.00	140290
640-47000-00254	SOFT DRINKS/MIX FOR RESALE/NA BEE	BREAKTHRU BEVERAGE	NA BEER	126543517	04/29/2026	195.25	140292
640-47000-00254	SOFT DRINKS/MIX FOR RESALE/NA BEE	BREAKTHRU BEVERAGE	MIX	RMA367005106	04/29/2026	(7.67)	140292
640-47000-00254	SOFT DRINKS/MIX FOR RESALE/NA BEE	BREAKTHRU BEVERAGE	NA BEER - CREDIT	RMA367005093	04/29/2026	(8.06)	140292
640-47000-00254	SOFT DRINKS/MIX FOR RESALE/NA BEE	BREAKTHRU BEVERAGE	SELTZER WATER - CRED	RMA367005279	04/29/2026	(29.20)	140292
640-47000-00254	SOFT DRINKS/MIX FOR RESALE/NA BEE	BREAKTHRU BEVERAGE	NA BEER	126435192	04/29/2026	73.05	140292
640-47000-00254	SOFT DRINKS/MIX FOR RESALE/NA BEE	BREAKTHRU BEVERAGE	NA BEER	126650207	04/29/2026	135.20	140292
640-47000-00254	SOFT DRINKS/MIX FOR RESALE	BREAKTHRU BEVERAGE MN	MIX	126651874	04/29/2026	20.00	140293
640-47000-00254	SOFT DRINKS/MIX FOR RESALE	CAPITOL BEVERAGE SALES	NA BEER	3275263	04/29/2026	51.90	140294
640-47000-00254	SOFT DRINKS/MIX FOR RESALE	CAPITOL BEVERAGE SALES	SODA	3281741	04/29/2026	36.84	140294
640-47000-00254	SOFT DRINKS/MIX FOR RESALE	CAPITOL BEVERAGE SALES	MIX	3278429	04/29/2026	60.84	140294

INVOICE DISTRIBUTION REPORT FOR CITY OF WAYZATA

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 640 LIQUOR							
Department: 47000 Off-Sale							
640-47000-00254	MISC MIX	COCA-COLA	MIX	52051409033	04/29/2026	703.18	140299
640-47000-00254	SOFT DRINKS/MIX FOR RESALE	DAHLHEIMER DISTRIBUTING	BEER & NA BEER	2749411	04/29/2026	90.75	140301
640-47000-00254	SOFT DRINKS/MIX FOR RESALE	HOHENSTEINS INC.	NA BEER	918818	04/29/2026	36.00	140315
640-47000-00254	MISC.BEV	PEPSI COLA	MISC BEV	75981107	04/29/2026	466.90	140340
640-47000-00254	SOFT DRINKS/MIX FOR RESALE	PHILLIPS WINES & SPIRIT	NA WINE, MIX & WINE	5153708	04/29/2026	376.10	140342
640-47000-00254	SOFT DRINKS/MIX FOR RESALE	PHILLIPS WINES & SPIRIT	SODA	5155695	04/22/2026	362.61	140267
640-47000-00254	ICE	SHAMROCK GROUP	ICE	72-02874	04/29/2026	91.82	140344
640-47000-00254	ICE	SHAMROCK GROUP	ICE	774808	04/29/2026	275.24	140344
640-47000-00254	SOFT DRINKS/MIX FOR RESALE	SMALL LOT MN	NA SPIRITS	56456	04/29/2026	136.00	140347
640-47000-00254	SOFT DRINKS/MIX FOR RESALE	SOUTHERN GLAZER`S	NA SPIRITS	2749826	04/29/2026	148.02	140348
640-47000-00254	SOFT DRINKS/MIX FOR RESALE	SOUTHERN GLAZER`S	NA SPIRITS	2744552	04/29/2026	403.04	140348
640-47000-00254	MISC.BEV	SUMMER LAKES BEVERAGE L	MIX	12136	04/29/2026	1,035.00	140351
640-47000-00254	SOFT DRINKS/MIX FOR RESALE	WINE COMPANY	WINE, LIQUOR & NA WI	439266	04/29/2026	112.00	140357
640-47000-00254	SOFT DRINKS/MIX FOR RESALE	WINEBOW	WINE & NA SPIRITS	00182552	04/29/2026	107.00	140359
640-47000-00256	CIGARETTES	M.AMUNDSON LLP	CIGARETTES & CIGARS	42247	04/29/2026	1,839.05	140326
640-47000-00257	THC PRODUCTS	ARTISAN BEER COMPANY	THC PRODUCTS	3845946	04/29/2026	427.60	140286
640-47000-00257	THC PRODUCTS	ARTISAN BEER COMPANY	BEER/THC PRODUCT - C	448481	04/29/2026	(10.00)	140286
640-47000-00257	THC PRODUCTS	BACK CHANNEL BREWING CO	BEER & THC PRODUCTS	3568	04/29/2026	136.00	140288
640-47000-00257	THC PRODUCTS	BELLBOY BAR SUPPLY CORP	THC PRODUCTS	0300862100	04/29/2026	803.00	140290
640-47000-00257	THC PRODUCTS	BELLBOY BAR SUPPLY CORP	THC PRODUCTS	0300900100	04/29/2026	120.00	140290
640-47000-00257	THC PRODUCTS	CAPITOL BEVERAGE SALES	THC PRODUCTS	3275264	04/29/2026	239.48	140294
640-47000-00257	THC PRODUCTS	CAPITOL BEVERAGE SALES	THC PRODUCTS	3281740	04/29/2026	70.00	140294
640-47000-00257	THC PRODUCTS	CAPITOL BEVERAGE SALES	THC PRODUCTS	3278428	04/29/2026	232.96	140294
640-47000-00257	THC PRODUCTS	CLEAR RIVER BEVERAGE CO	BEER & THC PRODUCTS	857694	04/29/2026	62.00	140298
640-47000-00257	THC PRODUCTS	DAHLHEIMER DISTRIBUTING	THC PRODUCTS	2714226	04/29/2026	513.00	140301
640-47000-00257	THC PRODUCTS	DAHLHEIMER DISTRIBUTING	THC PRODUCTS	2749273	04/29/2026	560.00	140301
640-47000-00257	THC PRODUCTS	DAHLHEIMER DISTRIBUTING	THC PRODUCTS	2754848	04/29/2026	551.00	140301
640-47000-00257	THC PRODUCTS	DAHLHEIMER DISTRIBUTING	THC PRODUCTS	2743545	04/29/2026	813.00	140301
640-47000-00257	THC PRODUCTS	GLOBAL RESERVE DISTRIBU	THC PRODUCT	25085	04/29/2026	572.00	140308
640-47000-00257	THC PRODUCTS	HOHENSTEINS INC.	THC PRODUCTS	918820	04/29/2026	175.20	140315
640-47000-00257	THC PRODUCTS	HOHENSTEINS INC.	THC PRODUCTS	921068	04/29/2026	205.60	140315
640-47000-00257	THC PRODUCTS	HOHENSTEINS INC.	THC PRODUCTS	923418	04/29/2026	266.40	140315
640-47000-00257	THC PRODUCTS	MODIST BREWING CO. LLC	THC PRODUCTS	66591	04/29/2026	120.35	140334
640-47000-00257	THC PRODUCTS	NOTHING BUT HEMP	THC PRODUCTS	5603	04/29/2026	500.00	140337
640-47000-00257	THC PRODUCTS	ON POINT FORAGING LLC	THC PRODUCTS	2311	04/29/2026	150.00	140338
640-47000-00257	THC PRODUCTS	PAUSTIS WINE COMPANY	WINE & THC PRODUCTS	292912	04/29/2026	100.00	140339
640-47000-00259	FREIGHT	BELLBOY BAR SUPPLY CORP	LIQUOR, WINE & CHERR	0211009700	04/29/2026	4.82	140290
640-47000-00259	FREIGHT	BELLBOY BAR SUPPLY CORP	LIQUOR & MIX	0111023800	04/29/2026	8.40	140290
640-47000-00259	FREIGHT	BELLBOY BAR SUPPLY CORP	THC PRODUCTS	0300862100	04/29/2026	11.55	140290
640-47000-00259	FREIGHT	BELLBOY BAR SUPPLY CORP	THC PRODUCTS	0300900100	04/29/2026	3.30	140290
640-47000-00259	FREIGHT	BELLBOY BAR SUPPLY CORP	LIQUOR & MIX	0211135700	04/29/2026	18.13	140290
640-47000-00259	FREIGHT	BREAKTHRU BEVERAGE MN	MIX	126651874	04/29/2026	1.45	140293
640-47000-00259	FREIGHT	BREAKTHRU BEVERAGE MN	LIQUOR & WINE	126651873	04/29/2026	4.59	140293
640-47000-00259	FREIGHT	BREAKTHRU BEVERAGE MN	LIQUOR & WINE	126651871	04/29/2026	11.60	140293
640-47000-00259	FREIGHT	BREAKTHRU BEVERAGE MN	LIQUOR & WINE	126651872	04/29/2026	0.24	140293
640-47000-00259	FREIGHT	BREAKTHRU BEVERAGE MN	LIQUOR & WINE	126436760	04/29/2026	0.24	140293
640-47000-00259	FREIGHT	BREAKTHRU BEVERAGE MN	LIQUOR & WINE	126436759	04/29/2026	17.52	140293
640-47000-00259	FREIGHT	BREAKTHRU BEVERAGE MN	LIQUOR & WINE	126436761	04/29/2026	5.80	140293
640-47000-00259	FREIGHT	DOMACE VINO	WINE	31288	04/29/2026	3.00	140306
640-47000-00259	FREIGHT	JOHNSON BROS.-ST. PAUL	LIQUOR & WINE	1036013	04/29/2026	12.50	140321
640-47000-00259	FREIGHT	JOHNSON BROS.-ST. PAUL	LIQUOR & WINE	1026366	04/29/2026	20.72	140321
640-47000-00259	FREIGHT	JOHNSON BROS.-ST. PAUL	LIQUOR & WINE	1026365	04/29/2026	25.90	140321

INVOICE DISTRIBUTION REPORT FOR CITY OF WAYZATA

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 640 LIQUOR							
Department: 47000 Off-Sale							
640-47000-00259	FREIGHT	JOHNSON BROS.-ST.PAUL	LIQUOR & WINE	1036012	04/29/2026	24.99	140321
640-47000-00259	FREIGHT	JOHNSON BROS.-ST.PAUL	LIQUOR & WINE	1033959	04/29/2026	45.90	140321
640-47000-00259	FREIGHT	LIBATION PROJECT	WINE & LIQUOR	114148	04/29/2026	15.00	140324
640-47000-00259	FREIGHT	MAVERICK WINE CO.	LIQUOR & WINE	1729813	04/29/2026	6.00	140329
640-47000-00259	FREIGHT	NEW FRANCE WINE COMPANY	WINE	268972	04/29/2026	5.00	140336
640-47000-00259	FREIGHT	NEW FRANCE WINE COMPANY	WINE	270144	04/29/2026	5.00	140336
640-47000-00259	FREIGHT	PAUSTIS WINE COMPANY	WINE	291793	04/29/2026	12.50	140339
640-47000-00259	FREIGHT	PAUSTIS WINE COMPANY	WINE & THC PRODUCTS	292912	04/29/2026	12.50	140339
640-47000-00259	FREIGHT	PHILLIPS WINES & SPIRIT	LIQUOR & WINE	5161200	04/29/2026	3.57	140342
640-47000-00259	FREIGHT	PHILLIPS WINES & SPIRIT	LIQUOR & WINE	5161201	04/29/2026	6.12	140342
640-47000-00259	FREIGHT	PHILLIPS WINES & SPIRIT	NA WINE, MIX & WINE	5153708	04/29/2026	5.92	140342
640-47000-00259	FREIGHT	PHILLIPS WINES & SPIRIT	LIQUOR & WINE	5153707	04/29/2026	2.96	140342
640-47000-00259	FREIGHT	SHAMROCK GROUP	ICE	72-02874	04/29/2026	4.00	140344
640-47000-00259	FREIGHT	SHAMROCK GROUP	ICE	774808	04/29/2026	4.00	140344
640-47000-00259	FREIGHT	SMALL LOT MN	NA SPIRITS	56456	04/29/2026	6.00	140347
640-47000-00259	FREIGHT	SOUTHERN GLAZER`S	LIQUOR & WINE	2749827	04/29/2026	19.84	140348
640-47000-00259	FREIGHT	SOUTHERN GLAZER`S	LIQUOR & WINE	2749825	04/29/2026	15.36	140348
640-47000-00259	FREIGHT	SOUTHERN GLAZER`S	NA SPIRITS	2749826	04/29/2026	1.48	140348
640-47000-00259	FREIGHT	SOUTHERN GLAZER`S	LIQUOR & WINE	2749828	04/29/2026	1.28	140348
640-47000-00259	FREIGHT	SOUTHERN GLAZER`S	LIQUOR & WINE	2744556	04/29/2026	0.32	140348
640-47000-00259	FREIGHT	SOUTHERN GLAZER`S	LIQUOR & WINE	2744551	04/29/2026	19.01	140348
640-47000-00259	FREIGHT	SOUTHERN GLAZER`S	LIQUOR & WINE	2744555	04/29/2026	2.56	140348
640-47000-00259	FREIGHT	SOUTHERN GLAZER`S	LIQUOR & WINE	2744554	04/29/2026	1.28	140348
640-47000-00259	FREIGHT	SOUTHERN GLAZER`S	LIQUOR & WINE	2744550	04/29/2026	1.28	140348
640-47000-00259	FREIGHT	SOUTHERN GLAZER`S	LIQUOR & WINE	2744553	04/29/2026	34.76	140348
640-47000-00259	FREIGHT	VINOPIA	WINE	0393683	04/29/2026	5.00	44
640-47000-00259	FREIGHT	WINE COMPANY	WINE, LIQUOR & NA WI	439266	04/29/2026	13.05	140357
640-47000-00259	FREIGHT	WINE COMPANY	WINE	438071	04/29/2026	6.10	140357
640-47000-00259	FREIGHT	WINE MERCHANT	WINE	7561707	04/29/2026	1.53	140358
640-47000-00259	FREIGHT	WINE MERCHANT	WINE	7560040	04/29/2026	13.32	140358
640-47000-00259	FREIGHT	WINE MERCHANT	WINE	7561706	04/29/2026	4.59	140358
640-47000-00259	FREIGHT	WINEBOW	WINE & NA SPIRITS	00182552	04/29/2026	9.00	140359
640-47000-00404	REPAIRS/MAINT - MACHIN/EQUIP	CONVERGINT TECHNOLOGIES	SECURITY CAMERAS DOW	00466447	04/22/2026	660.00	140240
640-47000-00409	MAINT SERVICES & IMPROV	DETAILED SERVICES	LOST CHECK(#139736)	3468	04/29/2026	992.96	140305
640-47000-00409	BLDG.MAINT.	MINNEHAHA BLDG.MAINT.IN	WINDOWS CLEANED	180314156	04/29/2026	55.35	140332
640-47000-00433	DUES, LICENSING & SEMINARS	DAILEY DATA & ASSOCIATE	STORE ANNUAL CONTRAC	700373	04/29/2026	2,400.00	140302
640-47000-00433	OVERHEAD MUSIC	MOOD MEDIA	OVERHEAD MUSIC	59495736	04/29/2026	88.10	140335
640-47000-00433	DUES, LICENSING & SEMINARS	WAYZATA WEST METRO CHAM	MEMBERSHIP DUES - WI	1719	04/29/2026	440.00	140356
Total Department 47000 off-Sale						77,226.12	
Department: 48000 On-Sale							
640-48000-00210	BAR SUPPLIES	PERFORMANCE FOOD GROUP, FOOD		943390	04/22/2026	40.22	140266
640-48000-00210	SUPPLIES	TOLL GAS & WELDING SUPP	BAR SUPPLIES	0010662850	04/29/2026	229.51	140352
640-48000-00210	BAR SUPPLIES	TRIMARK	SUPPLIES - CREDIT	3625540	04/22/2026	(81.61)	140279
640-48000-00210	BAR SUPPLIES	TRIMARK	SUPPLIES	4005208	04/22/2026	258.74	140279
640-48000-00210	BAR SUPPLIES	TRIO SUPPLY COMPANY	KITCHEN & BAR SUPPLI	1092333	04/22/2026	298.32	140280
640-48000-00210	BAR SUPPLIES	TRIO SUPPLY COMPANY	KITCHEN & BAR SUPPLI	1090713	04/22/2026	97.98	140280
640-48000-00210	BAR SUPPLIES	TRIO SUPPLY COMPANY	KITCHEN & BAR SUPPLI	1093945	04/29/2026	329.03	140353
640-48000-00251	LIQUOR FOR RESALE	BREAKTHRU BEVERAGE MN	LIQUOR & WINE	126651833	04/29/2026	363.00	140293
640-48000-00251	LIQUOR FOR RESALE	BREAKTHRU BEVERAGE MN	LIQUOR & WINE	126572783	04/22/2026	456.00	140234
640-48000-00251	LIQUOR	PERFORMANCE FOOD GROUP, FOOD		946955	04/29/2026	42.01	140341
640-48000-00251	LIQUOR	PERFORMANCE FOOD GROUP, FOOD		952589	04/29/2026	116.59	140341

INVOICE DISTRIBUTION REPORT FOR CITY OF WAYZATA

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 640 LIQUOR							
Department: 48000 On-Sale							
640-48000-00251	LIQUOR	US FOODS	FOOD	3736639	04/29/2026	213.82	140354
640-48000-00251	LIQUOR	US FOODS	FOOD	3538922	04/22/2026	169.21	140281
640-48000-00251	LIQUOR	US FOODS	FOOD	3658502	04/22/2026	193.57	140281
640-48000-00252	WINE FOR RESALE	BREAKTHRU BEVERAGE MN	LIQUOR & WINE	126651833	04/29/2026	226.15	140293
640-48000-00252	WINE FOR RESALE	BREAKTHRU BEVERAGE MN	LIQUOR & WINE	126572783	04/22/2026	411.95	140234
640-48000-00252	WINE FOR RESALE	WINE MERCHANT	WINE	7561251	04/22/2026	755.76	140284
640-48000-00252	WINE FOR RESALE	WINE MERCHANT	WINE	7560478	04/22/2026	425.68	140284
640-48000-00252	WINE FOR RESALE	WINE MERCHANT	WINE	7562023	04/29/2026	454.50	140358
640-48000-00253	BEER FOR RESALE	ARTISAN BEER COMPANY	BEER	3845894	04/22/2026	444.00	140231
640-48000-00253	BEER FOR RESALE	ARTISAN BEER COMPANY	BEER	3847821	04/29/2026	468.00	140286
640-48000-00253	BEER FOR RESALE	BREAKTHRU BEVERAGE	BEER	126544799	04/22/2026	225.40	140233
640-48000-00253	BEER FOR RESALE	BREAKTHRU BEVERAGE	BEER	126544180	04/22/2026	1,208.00	140233
640-48000-00253	BEER FOR RESALE	BREAKTHRU BEVERAGE	BEER	126651416	04/29/2026	520.00	140292
640-48000-00253	BEER FOR RESALE	CAPITOL BEVERAGE SALES	BEER	3278709	04/22/2026	793.00	140235
640-48000-00253	BEER FOR RESALE	DAHLHEIMER DISTRIBUTING	BEER	2754923	04/29/2026	504.00	140301
640-48000-00253	BEER FOR RESALE	DAHLHEIMER DISTRIBUTING	BEER	2748753	04/22/2026	364.00	140241
640-48000-00253	BEER FOR RESALE	HOHENSTEINS INC.	BEER	919103	04/22/2026	102.00	140255
640-48000-00254	MISC.BEV.	PERFORMANCE FOOD GROUP,	FOOD	943390	04/22/2026	277.54	140266
640-48000-00254	MISC.BEV.	PERFORMANCE FOOD GROUP,	FOOD	952589	04/29/2026	115.76	140341
640-48000-00254	MISC.BEV.	US FOODS	FOOD	3736639	04/29/2026	66.81	140354
640-48000-00254	MISC.BEV.	US FOODS	FOOD	3538922	04/22/2026	256.02	140281
640-48000-00254	MISC.BEV.	US FOODS	FOOD	3658502	04/22/2026	256.02	140281
640-48000-00404	REPAIRS/MAINT - MACHIN/EQUIP	SPECTRUM MECHANICAL	REPAIR HEATING ELEME	3396	04/29/2026	502.77	140349
640-48000-00409	REPAIRS/MAINT BUILDINGS	ENVIRO-MASTER SERVICES	DRAIN MAINTENANCE	MIN-233211	04/22/2026	52.69	140247
640-48000-00409	REPAIRS/MAINT BUILDINGS	ENVIRO-MASTER SERVICES	DRAIN MAINTENANCE	MIN-228452	04/22/2026	52.69	140247
640-48000-00409	REPAIRS/MAINT BUILDINGS	ENVIRO-MASTER SERVICES	DRAIN MAINTENANCE	MIN-236474	04/22/2026	52.69	140247
640-48000-00409	REPAIRS/MAINT BUILDINGS	ENVIRO-MASTER SERVICES	DRAIN MAINTENANCE	MIN-236991	04/29/2026	52.69	140307
640-48000-00409	BLDG.MAINT.	MINNEHAHA BLDG.MAINT.IN	WINDOWS CLEANED	180314155	04/29/2026	81.39	140332
640-48000-00409	SERVICE	ORKIN	PEST CONTROL	296162727	04/22/2026	102.62	140265
640-48000-00409	BEER LINE SERVICE	T.D. ANDERSON INC.	BEER LINES CLEANED	610579	04/22/2026	160.00	140276
640-48000-00433	OVERHEAD MUSIC	MOOD MEDIA	OVERHEAD MUSIC	59495736	04/29/2026	88.09	140335
Total Department 48000 On-Sale						11,746.61	
Department: 48500 Kitchen							
640-48500-00210	KITCHEN SUPPLIES	CINTAS CORPORATION	KITCHEN SUPPLIES	4265849570	04/22/2026	673.17	140238
640-48500-00210	KITCHEN SUPPLIES	CINTAS CORPORATION	KITCHEN SUPPLIES	4266614075	04/29/2026	673.17	140297
640-48500-00210	KITCHEN SUPPLIES	PERFORMANCE FOOD GROUP,	FOOD	943390	04/22/2026	46.66	140266
640-48500-00210	KITCHEN SUPPLIES	PERFORMANCE FOOD GROUP,	FOOD	952589	04/29/2026	382.76	140341
640-48500-00210	KITCHEN SUPPLIES	TRIMARK	SUPPLIES	4005208	04/22/2026	110.95	140279
640-48500-00210	KITCHEN SUPPLIES	TRIO SUPPLY COMPANY	KITCHEN & BAR SUPPLI	1092333	04/22/2026	789.60	140280
640-48500-00210	KITCHEN SUPPLIES	TRIO SUPPLY COMPANY	KITCHEN & BAR SUPPLI	1089273	04/22/2026	58.98	140280
640-48500-00210	KITCHEN SUPPLIES	TRIO SUPPLY COMPANY	KITCHEN & BAR SUPPLI	1093945	04/29/2026	899.09	140353
640-48500-00210	KITCHEN SUPPLIES	US FOODS	FOOD	3736639	04/29/2026	40.71	140354
640-48500-00210	KITCHEN SUPPLIES	US FOODS	FOOD	3538922	04/22/2026	106.68	140281
640-48500-00210	KITCHEN SUPPLIES	US FOODS	FOOD	3658502	04/22/2026	71.67	140281
640-48500-00217	KITCHEN UNIFORMS	CINTAS CORPORATION	KITCHEN SUPPLIES	4265849570	04/22/2026	102.11	140238
640-48500-00217	KITCHEN UNIFORMS	CINTAS CORPORATION	KITCHEN SUPPLIES	4266614075	04/29/2026	102.11	140297
640-48500-00255	FOODINGREDIENTS FOR RESALE	BILL'S IMPORTED FOODS	FOOD	141652	04/29/2026	685.65	140291
640-48500-00255	FOODINGREDIENTS FOR RESALE	BILL'S IMPORTED FOODS	FOOD	141497	04/22/2026	484.78	140232
640-48500-00255	FOODINGREDIENTS FOR RESALE	BILL'S IMPORTED FOODS	FOOD	141601	04/22/2026	420.96	140232
640-48500-00255	FOODINGREDIENTS FOR RESALE	DENNY'S 5TH AVENUE BAKE	FOOD	65873	04/22/2026	116.07	140243
640-48500-00255	FOODINGREDIENTS FOR RESALE	DENNY'S 5TH AVENUE BAKE	FOOD	66202	04/29/2026	151.89	140304

INVOICE DISTRIBUTION REPORT FOR CITY OF WAYZATA

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
Fund: 640 LIQUOR							
Department: 48500 Kitchen							
640-48500-00255	FOODINGREDIENTS FOR RESALE	DENNY'S 5TH AVENUE BAKE	FOOD	66258	04/29/2026	116.07	140304
640-48500-00255	FOODINGREDIENTS FOR RESALE	EDDIE M'S LLC	FOOD	364128	04/22/2026	525.90	140246
640-48500-00255	FOOD	KARLSBURGER FOODS, INC.	FOOD	009106318	04/22/2026	122.90	140257
640-48500-00255	FOOD	PERFORMANCE FOOD GROUP,	FOOD	943390	04/22/2026	3,386.73	140266
640-48500-00255	FOOD	PERFORMANCE FOOD GROUP,	FOOD	937981	04/22/2026	1,662.99	140266
640-48500-00255	FOOD	PERFORMANCE FOOD GROUP,	FOOD	946955	04/29/2026	2,159.29	140341
640-48500-00255	FOOD	PERFORMANCE FOOD GROUP,	FOOD	952589	04/29/2026	3,873.69	140341
640-48500-00255	FOOD	US FOODS	FOOD	3751109	04/29/2026	74.77	140354
640-48500-00255	FOOD	US FOODS	FOOD	3736639	04/29/2026	5,371.73	140354
640-48500-00255	FOOD	US FOODS	FOOD	3548338	04/22/2026	22.40	140281
640-48500-00255	FOOD	US FOODS	FOOD	3662949	04/22/2026	35.78	140281
640-48500-00255	FOOD	US FOODS	FOOD	3662811	04/22/2026	34.82	140281
640-48500-00255	FOOD	US FOODS	FOOD	3538922	04/22/2026	6,068.56	140281
640-48500-00255	FOOD	US FOODS	FOOD	3658502	04/22/2026	3,137.37	140281
640-48500-00255	FOOD	US FOODS	FOOD - REBATE	5904403	04/22/2026	(4,706.48)	140281
640-48500-00255	FOOD	US FOODS	FOOD	3548623	04/22/2026	153.32	140281
640-48500-00415	KNIFE EXCHANGE	COZZINI BROS., INC.	KNIFE EXCHANGE	C20875957	04/29/2026	77.31	140300
640-48500-00415	OTHER EQUIPMENT RENTALS	PERFORMANCE FOOD GROUP,	FOOD	944491	04/22/2026	227.32	140266
640-48500-00415	DISHWASHER LEASE	SUNBURST CHEMICALS, INC	DISHWASHER LEASE	0072039	04/22/2026	107.45	140275
Total Department 48500 Kitchen						28,368.93	
Department: 49100 Capital							
640-49100-00404	Repairs/Maint - Machin/Equip	ASSOCIATED MECHANICAL	REPAIR TO HVAC SYSTE	70675	04/29/2026	15,473.10	140287
640-49100-00404	REPAIRS/MAINT - MACHIN/EQUIP	ASSOCIATED MECHANICAL	REPAIR TO HVAC MUNI	70676	04/29/2026	2,941.00	140287
Total Department 49100 Capital						18,414.10	
Total Fund 640 LIQUOR						155,755.76	
Fund: 660 MARINA							
Department: 46000 MARINA							
660-46000-00324	INTERNET	MEDIACOM	BEACH HOUSE SERVICE	04202026	04/22/2026	329.95	140261
Total Department 46000 MARINA						329.95	
Total Fund 660 MARINA						329.95	
Fund: 802 ESCROW PROJECTS							
Department: 00000 ALL DEPARTMENTS							
802-00000-20957-100-14	200 WOODHILL RD CUP	ECM PUBLISHERS, INC.	200 WOODHILL ROAD CU	1094548	04/22/2026	82.87	140245
802-00000-20957-200-6	1022 WAYZATA BLVD LAMBORGHINI	ECM PUBLISHERS, INC.	1022 WAYZATA BLVD -	1094549	04/22/2026	89.25	140245
Total Department 00000 ALL DEPARTMENTS						172.12	
Total Fund 802 ESCROW PROJECTS						172.12	

INVOICE DISTRIBUTION REPORT FOR CITY OF WAYZATA

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Invoice Number	Check Date	Amount	Check Number
--- TOTALS BY FUND ---							
		101	GENERAL FUND			32,728.01	
		233	LAKEFRONT IMPROVE			57,000.00	
		235	CABLE TV			5,231.25	
		401	DOWNTOWN PARKING			22,866.83	
		404	PARK AND TRAIL CIP			44,855.51	
		409	EQUIP REVOLVING			1,352.63	
		430	STREET CIP			777.96	
		610	WATER FUND			12,944.72	
		620	SEWER FUND			5,645.87	
		630	MOTOR VEHICLE			404.67	
		640	LIQUOR			155,755.76	
		660	MARINA			329.95	
		802	ESCROW PROJECTS			172.12	
		Total For All Funds:				340,065.28	

INVOICE DISTRIBUTION REPORT FOR CITY OF WAYZATA

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Invoice Number	Due Date	Amount	Check Number
Fund: 101 GENERAL FUND							
Department: 00000 ALL DEPARTMENTS							
101-00000-20100	ACCOUNTS PAYABLE	OLD NATIONAL BANK	PAYROLL - 04/5-04/18	04242026		190,840.32	4760
101-00000-20100	ACCOUNTS PAYABLE	OLD NATIONAL BANK	PAYROLL TAXES - 04/5	04/24/2026		66,436.67	4761
101-00000-20100	ACCOUNTS PAYABLE	OLD NATIONAL BANK	PAYROLL HSA DEPOSITS	04-24-2026		10,328.33	4762
101-00000-20100	ACCOUNTS PAYABLE	OLD NATIONAL BANK	PAYROLL CHILD SUPPOR	04.24.2026		227.50	4763
101-00000-20813	SURCHARGE PAYABLE	MN DEPT.OF LABOR & INDU	BUILDING SURCHARGE P	1ST QTR 2026		1,528.08	4747
101-00000-20814	SALES TAX - 7.275%	MN DEPT. OF REVENUE	SALES TAX	MARCH 2026		129.87	4750
101-00000-21704	PERA	PERA	PERA - PAYROLL - 04	04242026		49,336.39	4770
101-00000-21704	PERA	PERA	PERA - PAYROLL - 03/	04102026DCP		240.00	4745
101-00000-21705	NATIONWIDE RETIREMENT - ROTH	NATIONWIDE RETIREMENT	EMPLOYEE PR DEPOSITS	04242026ROTH		2,891.66	4768
101-00000-21705	NATIONWIDE RETIREMENT	NATIONWIDE RETIREMENT	EMPLOYEE PR DEPOSITS	04242026		3,322.83	4769
101-00000-21719	MISSION SQUARE DEFFERED COMP	MISSION SQUARE RETIREME	EMPLOYEE DEFFERED CO	04242026		165.00	4765
101-00000-39400	MISC.REVENUES	MN DEPT.OF LABOR & INDU	BUILDING SURCHARGE P	1ST QTR 2026		(61.12)	4747
Total Department 00000 ALL DEPARTMENTS						325,385.53	
Department: 41100 Mayor and Council							
101-41100-00494	LUNDS/BYERLYS LEERVIG STATE OF CI	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		35.96	4771
Total Department 41100 Mayor and Council						35.96	
Department: 41500 Administration & Finance							
101-41500-00304	RECORDING FEE - ENCROACHMENT AGRE	SIMPLIFILE	150 BROADWAY AVE S -	2026-00148		51.25	4774
101-41500-00306	LUNDS/BYERLYS HEIDER CARD	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		4.33	4771
101-41500-00306	COV YAGER ERIN E. LUNCH	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		100.00	4771
101-41500-00331	BENEDICT'S LEERVIG ADMIN TEAM LUN	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		91.00	4771
101-41500-00331	RUSTICA YAGER MEETING MEAL	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		22.12	4771
101-41500-00331	RED ROOSTER YAGER MEETING MEAL	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		41.73	4771
101-41500-00433	MNGFOA YAGER DUES	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		80.00	4771
101-41500-00433	PAYROLL PROCESSING	PAYLOCITY	PAYROLL PROCESSING	3665301		810.44	4754
Total Department 41500 Administration & Finance						1,200.87	
Department: 41910 Community Development							
101-41910-00331	WAY BAR&GRILL SHARPE COMM DEV. LU	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		45.71	4771
101-41910-00331	WAY BAR&GRILL SHARPE WORKING LUNC	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		54.11	4771
Total Department 41910 Community Development						99.82	
Department: 41940 Building Operations & Maint.							
101-41940-00381	SERVICE	XCEL ENERGY	SERVICE	04232026		25.83	4764
101-41940-00381	SERVICE	XCEL ENERGY	SERVICE	04272026		2,753.84	4776
101-41940-00383	SERVICE	CENTERPOINT ENERGY	SERVICE	04232026		2,965.53	4759
Total Department 41940 Building Operations & Maint.						5,745.20	
Department: 42100 Police							
101-42100-00210	AMAZON SCHOENHERR TABLET CASE	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		30.98	4771
101-42100-00409	HOME DEPOT SCHOENHERR CABINET INS	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		160.31	4771
101-42100-00409	HOME DEPOT SCHOENHERR CABINET INS	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		65.39	4771
101-42100-00433	IACP BAKER SEMINAR	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		445.00	4771
101-42100-00433	IACP BAKER SEMINAR	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		220.00	4771
101-42100-00433	MNCPA BAKER DUES	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		50.00	4771
101-42100-00433	MNCPA BAKER MEMBERSHIP	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		300.00	4771
101-42100-00433	POST BAKER LICENSE RENEWAL	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		360.00	4771
101-42100-00433	POST BAKER LICENSE	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		91.94	4771
Total Department 42100 Police						1,723.62	
Department: 42200 Fire							
101-42200-00240	V.P. GABRIEL KLAPPRICH TOOL	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		305.35	4771

INVOICE DISTRIBUTION REPORT FOR CITY OF WAYZATA

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Invoice Number	Due Date	Amount	Check Number
Fund: 101 GENERAL FUND							
Department: 42200 Fire							
101-42200-00381	SERVICE	XCEL ENERGY	SERVICE	04222026		17.59	4758
101-42200-00381	SERVICE	XCEL ENERGY	SERVICE	04272026		503.38	4776
101-42200-00404	CREW CARWASH KLAPPRICH CAR WASH	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		43.40	4771
Total Department 42200 Fire						869.72	
Department: 43100 Streets							
101-43100-00226	LOWES KELLY MAILBOX	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		75.95	4771
101-43100-00331	BRUEGGERS BAGELS KELLY PW FOOD	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		40.73	4771
Total Department 43100 Streets						116.68	
Department: 43300 Engineering							
101-43300-00433	DLT SOLUTIONS KELLY AUTOCAD SUBSC	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		1,335.93	4771
Total Department 43300 Engineering						1,335.93	
Department: 45203 Boulevard Maint. And lighting							
101-45203-00381	SERVICE	XCEL ENERGY	SERVICE	04272026		2,284.88	4776
Total Department 45203 Boulevard Maint. And lighting						2,284.88	
Total Fund 101 GENERAL FUND						338,798.21	
Fund: 610 WATER FUND							
Department: 00000 ALL DEPARTMENTS							
610-00000-20814	SALES TAX - 7.275%	MN DEPT. OF REVENUE	SALES TAX	MARCH 2026		654.72	4750
Total Department 00000 ALL DEPARTMENTS						654.72	
Department: 40000 General Department							
610-40000-00381	SERVICE	XCEL ENERGY	SERVICE	04162026		3,083.74	4748
610-40000-00383	SERVICE	CENTERPOINT ENERGY	SERVICE	04232026		115.83	4759
610-40000-00433	PAYROLL PROCESSING	PAYLOCITY	PAYROLL PROCESSING	3665301		36.02	4754
Total Department 40000 General Department						3,235.59	
Total Fund 610 WATER FUND						3,890.31	
Fund: 620 SEWER FUND							
Department: 40000 General Department							
620-40000-00381	SERVICE	XCEL ENERGY	SERVICE	04272026		730.98	4776
620-40000-00433	PAYROLL PROCESSING	PAYLOCITY	PAYROLL PROCESSING	3665301		36.02	4754
Total Department 40000 General Department						767.00	
Total Fund 620 SEWER FUND						767.00	
Fund: 630 MOTOR VEHICLE							
Department: 00000 ALL DEPARTMENTS							
630-00000-20300	DEPOSITS PAYABLE	STATE OF MINNESOTA	STATE DMV EFT	04272026		424,512.43	4775
630-00000-20300	DEPOSITS PAYABLE	STATE OF MINNESOTA	STATE DMV EFT	04242026		35,357.21	4773
630-00000-20300	DEPOSITS PAYABLE	STATE OF MINNESOTA	STATE DMV EFT	04232026		220,737.83	4772
630-00000-20300	DEPOSITS PAYABLE	STATE OF MINNESOTA	STATE DMV EFT	04152026		270,798.34	4746
630-00000-20300	DEPOSITS PAYABLE	STATE OF MINNESOTA	STATE DMV EFT	04142026		223,971.71	4744
630-00000-20300	DEPOSITS PAYABLE	STATE OF MINNESOTA	STATE DMV EFT	04162026		98,984.81	4749
630-00000-20300	DEPOSITS PAYABLE	STATE OF MINNESOTA	STATE DMV EFT	04202026		455,323.49	4755
630-00000-20300	DEPOSITS PAYABLE	STATE OF MINNESOTA	STATE DMV EFT	04212026		149,140.33	4756
630-00000-20300	DEPOSITS PAYABLE	STATE OF MINNESOTA	STATE DMV EFT	04172026		29,259.10	4753
630-00000-20300	DEPOSITS PAYABLE	STATE OF MINNESOTA	STATE DMV EFT	04222026		277,479.30	4757
630-00000-20812	DNR REG	MN DNR	MV DNR EFT	04172026		6,427.76	4751
630-00000-20812	DNR REG	MN DNR	MV DNR EFT	04/17/2026		185.75	4752

INVOICE DISTRIBUTION REPORT FOR CITY OF WAYZATA

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Invoice Number	Due Date	Amount	Check Number
Fund: 630 MOTOR VEHICLE							
Department: 00000 ALL DEPARTMENTS							
630-00000-20812	DNR REG	MN DNR	MV DNR EFT	04242026		7,653.07	4766
630-00000-20812	DNR REG	MN DNR	MV DNR EFT	04/24/2026		238.00	4767
630-00000-37190	OTHER CHARGE/REVENUE	MN DEPT. OF REVENUE	SALES TAX	MARCH 2026		468.63	4750
Total Department 00000 ALL DEPARTMENTS						2,200,537.76	
Department: 40000 General Department							
630-40000-00331	WAY BAR&GRILL HEIDER MV MEAL	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		50.00	4771
630-40000-00433	FULL SLATE HEIDER MV DUES	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		29.95	4771
630-40000-00433	PAYROLL PROCESSING	PAYLOCITY	PAYROLL PROCESSING	3665301		72.04	4754
Total Department 40000 General Department						151.99	
Total Fund 630 MOTOR VEHICLE						2,200,689.75	
Fund: 640 LIQUOR							
Department: 00000 ALL DEPARTMENTS							
640-00000-20811	SALES TAX - STORE THC	MN DEPT. OF REVENUE	SALES TAX	MARCH 2026		3,717.95	4750
640-00000-20814	SALES TAX - 7.275%	MN DEPT. OF REVENUE	SALES TAX	MARCH 2026		779.72	4750
640-00000-20815	SALES TAX - 9.775%	MN DEPT. OF REVENUE	SALES TAX	MARCH 2026		18,389.45	4750
640-00000-20816	SALES TAX BAR - 7.275%	MN DEPT. OF REVENUE	SALES TAX	MARCH 2026		17,423.43	4750
640-00000-20817	SALES TAX BAR - 9.775%	MN DEPT. OF REVENUE	SALES TAX	MARCH 2026		10,718.32	4750
Total Department 00000 ALL DEPARTMENTS						51,028.87	
Department: 47000 Off-Sale							
640-47000-00340	AMAZON CASTELLANO LED OPEN SIGN	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		149.16	4771
640-47000-00383	SERVICE	CENTERPOINT ENERGY	SERVICE	04232026		568.39	4759
640-47000-00401	HOME DEPOT CASTELLANO LED PICTURE	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		40.29	4771
640-47000-00401	NAVARRE ACE CASTELLANO WALLPLATE	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		3.24	4771
640-47000-00433	PAYROLL PROCESSING	PAYLOCITY	PAYROLL PROCESSING	3665301		162.09	4754
640-47000-00540	AMAZON CASTELLANO BENCH	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		211.86	4771
Total Department 47000 Off-Sale						1,135.03	
Department: 48000 On-Sale							
640-48000-00200	AMAZON PIETRINI SMALL SCREWDRIVER	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		6.83	4771
640-48000-00383	SERVICE	CENTERPOINT ENERGY	SERVICE	04232026		2,273.55	4759
640-48000-00401	HOME DEPOT CASTELLANO LED PICTURE	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		40.00	4771
640-48000-00404	RBA PIETRINI BATHROOM DOOR LATCH	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		59.46	4771
640-48000-00433	PAYROLL PROCESSING	PAYLOCITY	PAYROLL PROCESSING	3665301		684.36	4754
640-48000-00499	MISCELLANEOUS - TAX BALANCE OWED	MN DEPT. OF REVENUE	SALES TAX	MARCH 2026		(0.25)	4750
640-48000-00540	AMAZON CASTELLANO BENCH	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		211.86	4771
Total Department 48000 On-Sale						3,275.81	
Department: 48500 Kitchen							
640-48500-00255	LUNDS/BYERLYS FRIAS FOOD FOR RESA	OLD NATIONAL BANK	CC STATEMENT	MARCH 2026		9.98	4771
Total Department 48500 Kitchen						9.98	
Total Fund 640 LIQUOR						55,449.69	
Fund: 650 SOLID WASTE							
Department: 00000 ALL DEPARTMENTS							
650-00000-20819	GARBAGE TAX - STATE 9%	MN DEPT. OF REVENUE	SALES TAX	MARCH 2026		1,917.16	4750
Total Department 00000 ALL DEPARTMENTS						1,917.16	
Total Fund 650 SOLID WASTE						1,917.16	

Fund: 660 MARINA

INVOICE DISTRIBUTION REPORT FOR CITY OF WAYZATA

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Invoice Number	Due Date	Amount	Check Number
Fund: 660 MARINA							
Department: 46000 MARINA							
660-46000-00381	ELECTRIC UTILITIES	XCEL ENERGY	SERVICE	04272026		351.32	4776
Total Department 46000 MARINA						351.32	
Total Fund 660 MARINA						351.32	

INVOICE DISTRIBUTION REPORT FOR CITY OF WAYZATA

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Invoice Number	Due Date	Amount	Check Number
--- TOTALS BY FUND ---							
		101	GENERAL FUND			338,798.21	
		610	WATER FUND			3,890.31	
		620	SEWER FUND			767.00	
		630	MOTOR VEHICLE			2,200,689.75	
		640	LIQUOR			55,449.69	
		650	SOLID WASTE			1,917.16	
		660	MARINA			351.32	
		Total For All Funds:				2,601,863.44	



City of Wayzata City Council Agenda Report

MEETING DATE: May 5, 2026	AGENDA ITEM: 7.c
TITLE: Approval of Municipal Licenses	
PROPOSED MOTION: To Approve the Municipal Licenses as Attached	
PREPARED BY: Jenny Myhran, PT Administrative Assistant/Records Specialist	
REVIEWED BY: Kathy Leervig, City Clerk, Aurora Yager, City Manager	

ACTION REQUESTED:

Staff recommends the approval of the Municipal Licenses.

FINANCIAL OR BUDGET CONSIDERATION:

Not Applicable.

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

Not Applicable.

BACKGROUND:

Not Applicable.

ATTACHMENTS:

1. List of Municipal Licenses for City Council Approval

05/05/2026

LIST OF MUNICIPAL LICENSES FOR CITY COUNCIL APPROVAL

Recommended for approval, pending staff review for completeness of application materials

LIST OF MUNICIPAL LICENSES THAT HAVE BEEN APPROVED ADMINISTRATIVELY

2026 Gas Fitters Licenses

Easco Plumbing & Heating, Inc.	Loretto, MN
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Air Express, Inc	Blaine, MN
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2026 Tree Removal & Treatment Licenses

Hawkins Tree & Landscaping, Inc.	Shakopee, MN
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City of Wayzata City Council Agenda Report

MEETING DATE: May 5, 2026	AGENDA ITEM: 7.d
TITLE: Approval of Professional Services Agreement with Steen Engineering for HVAC Construction Documents	
PROPOSED MOTION: To Approve the Professional Services Agreement with Steen Engineering for HVAC Construction Documents	
PREPARED BY: Aurora Yager, City Manager	
REVIEWED BY:	

ACTION REQUESTED:

Staff recommend approval of the Professional Services Agreement with Steen Engineering as presented.

FINANCIAL OR BUDGET CONSIDERATION:

The cost of this engagement is \$9,700 and will be paid for out of the Liquor Enterprise Fund.

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

Achieve & Sustain Operational Excellence

Updating the HVAC System at the Wayzata Bar and Grill and Wine and Spirits will reduce equipment failures and improve the customer experience while dining or shopping.

BACKGROUND:

A strategic initiative of the City's 2024-2026 Strategic Plan is implementing the Muni Operations Assessment. One of its primary recommendations is to update the interior of the Wayzata Bar and Grill to improve aesthetics, attract new customers, and maximize profits.

In September 2024, the City approved a professional services contract with Mohagen Hansen to begin the design process.

On October 7, 2025, the City Council reviewed the design and construction documents with the goal of starting the public bidding process with the goal to complete the project in the first quarter of 2026. However, the project was delayed to 2027 due to the need to coordinate the complete replacement of the HVAC at the same time and there were no construction documents for that portion.

Since then, staff have solicited quotes from multiple engineering firms. Steen Engineering had the lowest bid and was also recommended by the HVAC repair company familiar with the building's equipment.

Next Steps

If approved, Steen Engineering will conduct an onsite assessment to determine equipment needs and prepare construction documents. This is estimated to take about one month. Once complete, staff will return to the Council with a comprehensive package of construction documents for approval and authorization to bid for the full Bar and Grill refresh project.

ATTACHMENTS:

1. City of Wayzata Professional Services Contract - HVAC Construction Documents
2. Steen Engineering Proposal

**CITY OF WAYZATA
PROFESSIONAL SERVICES AGREEMENT FOR HVAC CONSTRUCTION
DOCUMENTS**

THIS PROFESSIONAL SERVICES AGREEMENT (the “Agreement”) is made effective March 30, 2026 (“Effective Date”) by and between the City of Wayzata, Minnesota (the “City”) and Steen Engineering (“Contractor”) for the professional services and related deliverables described herein, and contains the terms and conditions applicable to all of Contractor’s services and associated deliverables for the City.

In consideration of the mutual promises and covenants contained in this Agreement, and for other good and valuable consideration, the receipt and sufficiency of which is acknowledged, the parties agree as follows:

I. SCOPE OF SERVICES AND DELIVERABLES

Contractor will provide the professional services and deliverables (collectively, the “Services”) that are described in the Proposal attached hereto as **Attachment A** (the “Statement of Work”), according to the project team, project scope, services descriptions, deliverables, timeline, and other terms therein, and in accordance with best practices and industry standards.

II. PROJECT REPRESENTATIVES

- A. City’s main point of contact shall be the City Manager.
- B. Contractor’s main point of contact for the Services shall be Kurt Smith.

III. COMPENSATION AND BILLING

As consideration for the provision of the Services and all costs associated therewith, the City agrees to pay the Contractor \$9,700, which shall constitute full compensation for all Services to be provided by the Contractor under this Agreement. The fee shall be paid as described on page 3 of the Statement of Work after the completion of all of the Services associated with each installment in accordance with the terms hereof.

Contractor will invoice the City upon completion of the phases for the Services provided in accordance with Agreement, and include with such invoices detailed descriptions of the Services provided by the Contractor to the City. City shall pay Contractor for all undisputed invoices within thirty (30) days of receipt of such invoices.

IV. CHANGE OF SCOPE OF SERVICES

City may request, and Contractor may suggest, changes or additions to the Services. In such event, City and Contractor will work together on the details of such changes (including any adjustments to Contractor’s compensation and the specifications, timeline and deliverables described in **Attachment A**), and if agreed upon in writing by both City and Contractor, such changes shall be an amendment to this Agreement.

V. INSURANCE

Contractor, at its expense, shall procure and maintain in force for the duration of this Agreement the following minimum insurance coverages:

A. General Liability. Contractor agrees to maintain commercial general liability insurance in a minimum amount of \$1,000,000 per occurrence; \$2,000,000 annual aggregate. The policy shall cover liability arising from premises, operations, products completed operations, personal injury, advertising injury, and contractually assumed liability. City shall be endorsed as additional insured.

B. Automobile Liability. If Contractor operates a motor vehicle in performing the Services under this Agreement, Contractor shall maintain commercial automobile liability insurance, including owned, hired, and non-owned automobiles, with a minimum liability limit of \$1,000,000 combined single limit.

C. Professional (Errors and Omissions) Liability Insurance. Contractor will maintain professional liability insurance for all claims Contractor may become legally obligated to pay resulting from any actual or alleged negligent act, error, or omission related to Contractor's professional services required under this Agreement. Contractor is required to carry the following minimum limits: \$1,000,000 per occurrence; \$2,000,000 annual aggregate. The retroactive or prior acts date of such coverage shall not be after the Effective Date, and Contractor shall maintain such insurance for a period of at least three (3) years following completion of the Services. If such insurance is discontinued, extended reporting period coverage must be obtained by Contractor to fulfill this requirement.

D. Workers' Compensation. Contractor agrees to provide workers' compensation insurance for all its employees in accordance with the statutory requirements of the State of Minnesota. Contractor shall also carry employers' liability coverage with minimum limits as follows: (i) \$500,000 – Bodily Injury by Disease per employee; (ii) \$500,000 – Bodily Injury by Disease aggregate; and (iii) \$500,000 – Bodily Injury by Accident.

Contractor shall, prior to commencing the Services, deliver to the City a Certificate of Insurance as evidence that the above coverages are in full force and effect. The insurance requirements may be met through any combination of primary and umbrella/excess insurance. Contractor's policies shall be the primary insurance to any other valid and collectible insurance available to City with respect to any claim arising out of Contractor's performance under this Agreement. Contractor's policies and Certificate of Insurance shall contain a provision that coverage afforded under the policies shall not be cancelled without at least thirty (30) days advanced written notice to the City.

VI. INDEPENDENT CONTRACTOR RELATIONSHIP

City and Contractor agree that Contractor is an "independent contractor" and not an employee of City. Contractor shall be solely and entirely responsible for its acts and for the acts of its employees, agents, and subcontractors in connection with the Services. Contractor shall be responsible for the compensation and benefits of Contractor's employees and for payment of all federal, state and local taxes payable with respect to any amounts paid to Contractor under this Agreement. No payroll or employment taxes of any kind shall be withheld or paid by City with respect to payments to Contractor, including but not limited to, FICA, FUTA, federal and state personal income tax, state disability insurance tax and state unemployment tax. Contractor shall not be entitled to any benefits from City, including, without limitation, insurance benefits, sick and

vacation leave, workers' compensation benefits, unemployment compensation, disability, severance pay, or retirement benefits.

VII. TERMINATION

This Agreement shall continue in effect until terminated by either party upon such party giving the other no less than 30 days prior written notice of termination. Termination of this Agreement for any reason shall not affect any provision of this Agreement that by its nature is intended to survive termination.

VIII. OTHER TERMS

A. Entire Agreement; Amendments. This Agreement and the attachments referenced herein represent the entire agreement between Contractor and City. Any terms in attachments which conflict with the main body of this Agreement shall be limited, controlled and superseded by the terms in the main body of this Agreement. This Agreement supersedes any prior or contemporaneous representations or agreements, either written or oral. No amendment or modification of the terms of this Agreement, except as may be expressly authorized herein, may be made and will not be effective unless agreed upon in writing by City and Contractor.

B. Assignability. The rights and obligations of Contractor under this Agreement shall not be assignable or transferable without the prior written approval of the City.

C. Compliance of all Laws; Ability to Perform; Representations. Contractor shall comply with all applicable federal, state, and local laws, rules, regulations, codes, ordinances and orders. Contractor has in effect and will maintain in effect all permits, licenses, and other authorizations necessary for the performance of the Services. Contractor is not aware of any fact or circumstance which would prevent Contractor from performing in accordance with this Agreement. Contractor represents and warrants that Contractor has the requisite training, skills, and experience necessary to provide the Services contemplated by this Agreement, and that the Services will be performed using personnel, equipment, and material qualified and suitable to perform the Services requested. Contractor shall be solely responsible for its negligent acts, errors and omissions while performing Services under this Agreement. Contractor will perform the Services with reasonable care and skill, in a diligent and professional manner and in accordance with accepted professional practices and industry standards.

D. Assurances and Indemnification. Contractor assures the City, and represents and warrants, that the information it has provided in its Statement of Work is accurate and not misleading in any material respect. Contractor shall indemnify City, its employees, officials, and agents, against all claims, demands and actions, and all related costs and expenses (including reasonable attorneys' fees) for injury, death, disability or illness of any person, or damage to property, arising out of the Services or any breach of any representation or term of this Agreement by Contractor.

E. Payment of Others. Contractor shall pay all of Contractor's employees, agents, and subcontractors furnishing services, labor, equipment, or materials incidental to the performance of Contractor's obligations under this Agreement.

F. Rights in Deliverables. All deliverables associated with the Services, and all data, information, ideas, designs, plans and creative works associated therewith, shall be the exclusive property of City, including all intellectual property rights therein. City and Contractor agree that such are works made for hire for City, and to the extent they do not qualify as such, Contractor hereby assigns all rights therein to City.

G. Contractor's Obligations Upon Termination. Upon the expiration or termination of this Agreement, Contractor shall furnish City with all deliverables and work in progress associated with the Services as of the effective date of termination. City shall have the unfettered right and freedom to use all such deliverables and work in progress as it sees fit, and to hire third parties to complete all outstanding Services as of the effective date of termination.

H. Headings. The headings in this Agreement are intended solely for convenience of reference and shall be given no effect in the construction or interpretation of this Agreement.

I. Notices. All notices or communications relating to this Agreement shall be in writing and shall be deemed given upon hand delivery or deposit in the United States mail, return receipt requested, and addressed as follows:

To the City:
Wayzata City Hall
600 East Rice Street
Wayzata, MN 55391
Attention: City Manager

To Contractor:
5430 Douglas Drive North
Minneapolis, MN 55429
Attention: Kurt Smith

J. Governing Law; Jurisdiction; Data Practices Act. This Agreement shall be construed in accordance with governed by the laws of the State of Minnesota. The parties agree to submit to the jurisdiction of the courts of the State of Minnesota, and that any litigation regarding this Agreement will be brought in the state or federal courts that lie in Hennepin County, Minnesota. Contractor agrees to abide by the applicable provisions of the Minnesota Government Data Practice Act, Minnesota Statutes, Chapter 13. Contractor understands that all of the data created, collected, received, stored, used, maintained, or disseminated by Contractor in performing those functions that the City would perform is subject to the requirements of Chapter 13, and Contractor must comply with those requirements as if it were a government entity. This does not create a duty on the part of Contractor to provide the public with access to public data if the public data is available from the City, except as required by the terms of this Agreement.

K. Waiver. The waiver by either party of any breach or failure to comply with any provision of this Agreement by the other party shall not be construed as or constitute a continuing waiver of such provision or a waiver of any other breach of or failure to comply with any other provision of this Agreement.

L. Savings Clause. If any court finds any portion of this Agreement to be contrary to law, invalid, or unenforceable, the remainder of this Agreement will remain in full force and effect.

M. Counterparts. 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.

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

CITY:

City of Wayzata, a Minnesota Municipal corporation

By: _____
Andrew Mullin, Mayor

By: _____
Aurora Yager, City Manager

CONTRACTOR:

Steen Engineering, Inc.,

By: _____
Kurt Smith, Vice President & Principal

**ATTACHMENT A
STATEMENT OF WORK**

See attached February 6, 2026 Proposal

February 6, 2026

Aurora Yager
City of Wayzata
600 Rice St E
Wayzata, Minnesota 55391

Re: Wayzata Bar & Grill
Wayzata, MN

Dear Aurora:

Steen Engineering, Inc. is pleased to submit this proposal to provide engineering services on the above-mentioned project. This project consists of an existing 7,900 square foot restaurant and bar. Steen proposes to provide the following in developing Construction Documents.

I. SCOPE OF SERVICES

Mechanical:

- The HVAC scope will include the removal of the existing, undersized VRF system and replacement with a new VRF system with the capacity to handle the heating and cooling loads. This new system shall include, but not be limited to, fan coils within the dining and kitchen areas, new condensing units within the existing mechanical mezzanine.
- Ventilation of the mechanical mezzanine will be evaluated and redesigned if necessary.
- Calculate loads and specify required HVAC and exhaust equipment.
- Space plan for major equipment and coordinate routing of main trunk lines.
- Provide equipment schedules and specifications.

Electrical:

- Provide power and system plans relating to the replacement of the HVAC equipment as required.

Plumbing:

- Provide plumbing plans relating to the replacement of the HVAC equipment as required.

Construction Document Phase Services:

- Conduct initial site visit during design to field verify existing conditions.
- Design meetings are included as required at Architect's office or through video conferencing.
- Demolition drawings will consist of general notes indicating removal of VRF system. Specific system components requiring removal will need to be verified by the mechanical contractor.
- Provide periodic check sets through design in the form of 30/60/90% milestones.
- Provide signed construction documents for permit.

Construction Administration Phase Services:

- Provide shop drawing review of submitted HVAC, plumbing and electrical equipment per specifications. Review shall be only for the limited purpose of ascertaining general compliance with the design concept for the project and the information given in the Construction Documents.

- Provide two site observation trip(s) during construction with corresponding report.

II. FEE

The scope of services outlined above will be provided for a lump sum fee as follows:

• Construction Documents (CD)	\$8,500.00
• Construction Administration (CA)	<u>\$1,200.00</u>
Total	\$9,700.00

Fees are based on 2026 dollars. Fees will be subject to an annual increase of 5%, effective from the anniversary of this proposal's acceptance for a period of three (3) years. Fees will not be applicable for work occurring in 2030.

Fee is valid for three months from date of proposal.

Standard reimbursables will be billed at cost. These items will include:

- Reproduction, Postage & Delivery.
- Travel.

Request for additional services outside of scope listed above can be provided through a Small Project Agreement or at the following hourly rates:

• Principal	\$260.00
• Mechanical/Electrical Engineer	\$220.00
• Sr. Mechanical/Electrical Designer	\$205.00
• Mechanical/Electrical Designer	\$180.00
• BIM Technician	\$160.00
• Clerical/Support	\$120.00

All additional services require written authorization before services can be provided.

III. ASSUMPTIONS

- Energy modeling and commissioning, required either by Code or included within Regional requirements, is not included. Energy modeling can be provided if required upon request for an additional fee.
- MEP related design to support and assist compliance with Green Communities, Energy Star, SB2030, B3, or any other energy compliance program is excluded.
- Existing kitchen ventilation system to remain and is not included in this scope of work.
- Scope of work is limited to the bar/restaurant only and will not extend into the adjacent attached liquor store.
- Hold and Restart Fee: Because of substantial cost incurred to stop and restart a project once it is underway, should the project's progress be halted at any time for 30 or more days by the client, for any reason, the project fee agreement may be subject to an additional restart fee.
- Existing building electrical service has sufficient capacity for equipment replacement.
- Cost estimating is excluded.
- Construction management software subscription platforms required to support the project (such as PlanGrid or Procore) is not included. Written authorization must be provided and approved by the client as a reimbursable expense per workstation if required.

IV. CLIENT'S RESPONSIBILITIES

Client shall provide a copy of the Primary/Owner Agreement, full information on Client's requirements for the Project, including design objective and constraints, space, capacity and performance requirements and final backgrounds design two weeks prior to final documents being issued. Significant changes received after this date may result in additional services and a delay of documents being issued. Client shall pay Engineer in full for services rendered.

V. PAYMENT

Client shall deliver payment to Engineer within 30 days of receipt of invoice. Invoices will arrive upon the Engineer's delivery of the Construction Documents and monthly during Engineer's performance of Construction Administration services. Client acknowledges any balance shall be based on the amount of services rendered through each invoice date.

Client's failure to render timely payment shall be a material breach of this contract and entitle the Engineer, at its option, to suspend performance immediately after written notice to Client. In the event Client has not made payment within forty-five (45) days after receipt of the invoice, Engineer shall stop work, and may terminate the contract. Client acknowledges that its failure to make timely progress payments will impact the progress of the Engineer's design work, which may affect the schedule for construction and the date of Substantial Completion. In the event of the Client's failure to make prompt payment, through no fault of the Engineer, Client waives any claims against Engineer for breach, delay, negligence, or impact to the Project schedule and completion, and acknowledges that Engineer may proceed in accordance with applicable law to comply with mechanic's lien notice and filing deadlines. Client shall be responsible to pay the Engineer's costs and attorney fees for collection of any unpaid contract balance.

Client acknowledges its independent obligation under this contract to pay Engineer in full for Engineer's services, regardless of any terms negotiated between Client and the Owner.

VI. LIMITS ON LIABILITY

Betterment: If, due to the Engineer's error, any required item or component of the Project is omitted from the Engineer's construction documents, the Engineer shall not be responsible for paying the cost to add such item or component to the Project, to the extent that such item or component would have been otherwise necessary to the Project or otherwise adds value or betterment to the project. In no event will the Engineer be responsible for any cost or expense that provided betterment, upgrade or enhancement of the Project.

To the fullest extent permitted by law, and only if a claim is properly raised with the applicable statutes of limitations and repose:

- For any damage arising from a finding of Engineer's negligence, Engineer's total liability shall not exceed \$2M/\$4M, the limit of Engineer's professional liability policy.
- For any damages arising in part from a finding of negligence by the Engineer and in part the negligence of the Client or any other negligent entity of individual, Engineer's total liability (a) shall not exceed \$2M/\$4M, the limit of Engineer's professional liability policy, and (b) shall not exceed the percentage share that Engineer's negligence bears to the total negligence of the Client, Engineer and all other negligent party.
- In no event will individual engineers be personally liable in contract or in tort for work under this Agreement.

VII. MINNESOTA MECHANIC'S PRE-LIEN NOTICE

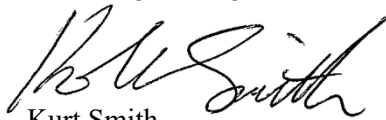
Minnesota Statute 514.011 governs pre-lien notice and requires that every person who enters into a contract with an Owner for the improvement of real property who has contracted or will contract with any subcontractors or suppliers to provide labor, skill or material for an improvement must include a statutory pre-lien notice in the contract. Failure to give the pre-lien notice when it is required results in a loss of lien rights.

To maintain our rights under this Statute, Steen Engineering shall send a pre-lien notice to the Owner no later than 45 days after formal approval to start work. Client shall provide Owner's name and address along with notification to begin work.

If the conditions of this proposal meet your approval, please return an executed copy for our records. Should you have any questions, or require additional information, feel free to call me.

Thank you for your consideration of Steen Engineering, Inc. in your future project negotiations.

Sincerely,
Steen Engineering, Inc.



Kurt Smith
Vice President & Principal

Accepted By: _____ Date: _____



City of Wayzata City Council Agenda Report

MEETING DATE: May 5, 2026	AGENDA ITEM: 7.e
TITLE: Adoption of Resolution 21-2026 Accepting Donation from the Wayzata Crime Prevention Coalition	
PROPOSED MOTION: To Adopt Resolution 21-2026 Accepting Donation from the Wayzata Crime Prevention Coalition	
PREPARED BY: Peter Zimmerman, Finance Manager	
REVIEWED BY: Aurora Yager, City Manager, Jamie Baker, Chief of Police	

ACTION REQUESTED:

Staff recommends adoption of the resolution and accepting the donation.

FINANCIAL OR BUDGET CONSIDERATION:

The donation from the Wayzata Crime Prevention Coalition is \$1,993.

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

Diversify Revenue

Donations from the Wayzata Crime Prevention Coalition help fund various needs in the Police Department. Receiving donations like this help diversify the City's revenue stream.

BACKGROUND:

The Wayzata Crime Prevention Coalition periodically makes donations to cover specific needs as identified by the Police Department. This donation will be applied to the expense of the recent purchase of protective gear for the Police Community Service Officer. The City is grateful for the Coalition's continued support of the Wayzata Police Department.

ATTACHMENTS:

1. Resolution 21-2026

CITY OF WAYZATA

RESOLUTION NO. 21-2026

RESOLUTION ACCEPTING DONATION FROM WAYZATA CRIME PREVENTION COALITION

WHEREAS, Minnesota Statute §465.03 requires that all gifts and donations of real or personal property be accepted only with the adoption of a resolution; and

WHEREAS, said donations must be accepted by a resolution adopted by the City Council.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Wayzata to accept the following donation:

<u>Donor</u>	<u>Purpose</u>	<u>Amount</u>
Wayzata Crime Prevention Coalition	Community Service Officer Vest/Jackets	\$1,993

BE IT FURTHER RESOLVED that the Wayzata City Council sincerely thanks the above-named for their generous donation and commitment to the community.

Adopted by the Wayzata City Council this 5th day of May, 2026.

Andrew Mullin, Mayor

Attest: _____
Aurora Yager, City Manager

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 Resolution No. 21-2026 adopted by the City Council of the City of Wayzata, Minnesota, at a duly authorized meeting held on May 5th, 2026.

Kathy Leervig, City Clerk

SEAL



City of Wayzata City Council Agenda Report

MEETING DATE: May 5, 2026	AGENDA ITEM: 7.f
TITLE: Adoption of Resolution 22-2026 Accepting Donation from Tom Shaver, Kurt Klapprich, and Ed Turnquist	
PROPOSED MOTION: To Adopt Resolution 22-2026 Accepting Donation from Tom Shaver	
PREPARED BY: Nick Kieser, Parks and Environment Planner	
REVIEWED BY: Aurora Yager, City Manager	

ACTION REQUESTED:

The Public Art Committee and staff recommend adoption of the Resolution and accepting the donation.

FINANCIAL OR BUDGET CONSIDERATION:

The estimated value of the donated statue is between \$75,000 and \$100,000. The donation group has requested that the City contribute by funding the installation of the concrete base and any potential uplighting improvements. These costs would be funded through the Public Art Fund.

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

Sustain Community Character and Safety

The donation of a statue to serve as a tribute to Paul Klapprich and his longstanding contributions to youth hockey and Klapprich Park.

BACKGROUND:

At the September 9, 2025, City Council Workshop, the proposed art installation honoring Paul Klapprich and to be located in Klapprich Park was discussed. During this workshop, the City Council indicated that the appropriate review process for such a request would be through the Public Art Committee. Since that time, the newly established Public Art Committee has reviewed the proposal at its January 12, February 9, and March 9 meetings.

The proposed donation consists of a life-size, bronze-coated statue of Paul Klapprich. The interior of the statue would be stainless steel. The only concern noted by the Public Art Committee was that the interior of the statue is stainless steel rather than bronze. A conceptual rendering of the statue is attached for reference. The proposed location for the installation is northeast of the existing warming house and southwest of the new playground area, as illustrated in the rendering. The precise placement of the statue will be finalized following completion of utility locates to minimize potential impacts to existing infrastructure.

The statue is proposed to be installed on a concrete pad and accompanied by a plaque describing its significance. The donation group intends to commission the statue from artist Bret Overturf; the artist's biography is included with the attached proposal materials. The anticipated timeline for completion of the statue is approximately one year.

Under the proposed arrangement, the donation group would fund and donate the statue, while the City would be responsible for the cost and installation of the concrete base. In response to discussions with the Public Art Committee, staff will also evaluate options for incorporating uplighting into the installation. The costs associated with the concrete base and any potential lighting improvements would be funded through the Public Art Fund.

The Public Art Committee recommended approval of the donation unanimously, noting that this is a unique donation that would honor Paul Klapprich and show the significance of the Klapprich family in Klapprich Park. If the Resolution is approved, staff will collaborate with the donation group to develop a formal agreement outlining key provisions, including maintenance responsibilities, cost allocation, procedures for potential

relocation, etc. This agreement will be presented to the City Council for review and approval prior to installation of the statue.

ATTACHMENTS:

1. Draft Resolution 22-2026
2. Klapprich Park Statue Proposal
3. Statue Rendering

CITY OF WAYZATA

RESOLUTION NO. 22-2026

RESOLUTION ACCEPTING IN-KIND DONATIONS

WHEREAS, Minnesota Statute §465.03 requires that all gifts and donations of real or personal property be accepted only with the adoption of a resolution; and

WHEREAS, said donations must be accepted by a resolution adopted by the City Council.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Wayzata to accept the following donations:

<u>Donor</u>	<u>Purpose</u>	<u>In-Kind Donation</u>
Tom Shaver, Kurt Klapprich, and Ed Turnquist	Paul Klapprich Statue	\$100,000

BE IT FURTHER RESOLVED that the Wayzata City Council sincerely thanks the above-named for their generous donation and commitment to the community.

Adopted by the Wayzata City Council this 5th day of May, 2026.

Andrew Mullin, Mayor

Attest: _____
Aurora Yager, City Manager

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 Resolution No. 22-2026 adopted by the City Council of the City of Wayzata, Minnesota, at a duly authorized meeting held on May 5, 2026.

Kathy Leervig, City Clerk

SEAL

TRIBUTE TO PAUL KLAPPRICH

Proposal for a Public Sculpture at Klapprich Field

Submitted to the City of Wayzata
Per City Resolution No. 07-2021

Prepared by:
Tom Shaver | Kurt Klapprich | Ed Turnquist

July 2025

Table of Contents

1. Letter of Request – Tribute to Paul Klapprich
2. Artist Biography – Bret Overturf
3. Sample Works by Bret Overturf
4. Site Sketch Plan – Proposed Sculpture Location

TRIBUTE TO PAUL KLAPPRICH

To Whom It May Concern,

We write to formally express our desire and commitment to honor Paul Klapprich with a life-sized statue to be placed at Klapprich Field. This tribute would recognize Paul's decades-long dedication to enriching the lives of countless Wayzata youth—particularly the hundreds of hockey players who learned under his leadership, compassion, and love of the game.

Many in our community know the unique magic of Klapprich Field. Whether it's a pick-up game where everyone is welcome, or families skating under the lights on a snowy winter evening, it is a place that reflects the best of Wayzata: open, joyful, safe, and inclusive.

Fewer, however, know the magic of Coach Paul. Paul didn't just teach hockey—he taught life. He cried each year at Squirt tryouts, knowing some kids would be heartbroken not to make the team. He didn't just say, "We all need to backcheck"—he explained why, meeting kids at their level: "I know it feels like the rink is tilted to the offensive zone, but we need to hustle back the other direction too." Those words, and that moment, have stayed with us for over 50 years.

Even more importantly, Paul modeled something bigger than hockey—he taught us how to give. His generosity, humility, and joy were contagious, and many of us are who we are today because of his example. We count ourselves incredibly lucky to have been among the hundreds shaped by his presence.

Our goal is to install a statue of Paul Klapprich at the southwest entrance to Klapprich Field (along Wayzata Boulevard / Highway 12) so that, symbolically, Paul can continue to welcome thousands more for years to come.

We estimate the total cost of the sculpture to be \$75,000 to \$100,000, which we—Paul's former players—plan to raise privately through donations.

We are pleased to share that we have commissioned an artist for the sculpture. A biography of the selected artist, Bret Overturf, is included in this packet. We chose Bret for his skill in creating expressive, community-centered bronze sculptures that reflect the values and warmth of individuals like Paul.

In accordance with City of Wayzata Resolution No. 07-2021, we respectfully request:

- Approval from the City of Wayzata for the sculpture and its proposed location;
- Support from the City for the site preparation and pedestal installation;
- Guidance on next steps related to design review, permitting, and community input.

We appreciate your consideration and the opportunity to honor one of Wayzata's most beloved community members.

For questions or comments, please contact any of us directly:

- Tom Shaver (Wayzata) – 952-240-4514
- Kurt Klapprich (Wayzata) – 612-490-7749
- Ed Turnquist (Portland) – 503-547-9212

Artist Biography – Bret Overturf

Bret Overturf was born in Great Falls, Montana 52 years ago with a unique gift. After graduating high school from Cheyenne, Wyoming in 1991, he attended Rocky Mountain College of Art and Design in Denver, Colorado, earning a Bachelor of Fine Arts in Drawing and Painting in 1994.

After opening an art studio in Wyoming, Bret's work began to gain national attention. His sculptures have been publicly displayed at Pena Studio Gallery in Santa Fe, NM and Spirit In The Wind Gallery in Golden, CO. In 2003, he was honored as Artist of the Year by both the American Custom Gunmakers Guild and the Firearms Engravers Guild of America. He has exhibited regularly at the Safari Club International Convention, and his collectors span North America and Europe.

Bret specializes in life-sized bronze sculptures and one-of-a-kind portraiture and pet memorials. He is passionate about originality and provides these unique pieces at standard edition pricing.

Inspired by time in the outdoors—hunting, fishing, and studying animals—Bret now resides and creates in Cody, Wyoming, where his bronze sculptures come to life in his studio.





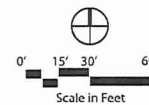




Klapprich Park | Final Concept Plan

Wayzata, MN

March 28, 2024 | WSB Project number: 022538-000



wsb







City of Wayzata City Council Agenda Report

MEETING DATE: May 5, 2026	AGENDA ITEM: 7.g
TITLE: Approval of 2026 Sidewalk Cafe Permit Renewals	
PROPOSED MOTION: To Approve Annual Renewals for 2026 Sidewalk Cafe Permits	
PREPARED BY: Haily Hedblom, Planner	
REVIEWED BY: Alex Sharpe, Community Development Director, Aurora Yager, City Manager	

ACTION REQUESTED:

Staff recommends approval of the renewals for the 2026 Outdoor Sidewalk Cafe Permits for Ben & Jerry's, CoV Wayzata, Gianni's Steakhouse, The Grocer's Table (Eloise), and McCormick's Pub.

FINANCIAL OR BUDGET CONSIDERATION:

The City amended its fee schedule in 2024 and now bases its fee on square footage of the patio space within public right-of-way. The fee is collected with each application and applied to the City's General Fund.

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

Sustain Community Character & Safety

Outdoor sidewalk cafes improve downtown vitality and support a thriving commercial core. Regulating them through the Sidewalk Cafe Permit program ensures they continue to promote walkability through effective management of the right-of-way.

BACKGROUND:

Ben & Jerry's, COV Wayzata, Gianni's Steakhouse, The Grocer's Table (Eloise), and McCormick's Pub have all applied for an annual renewal of their Outdoor Sidewalk Cafe Permits.

The plans meet all the ordinance requirements pertaining to sidewalk cafes. All of the site plans for the sidewalk cafes are substantially unchanged from prior approvals. CoV Wayzata, The Grocer's Table (Eloise), and McCormick's Pub all have existing encroachment agreements. All application documents must be completed before issuance of a permit.

The approvals do not preclude additional approvals/amendments to these and other patios allowed through the Outdoor Sidewalk Cafe Permit. Staff revised the sidewalk café permit application in 2025 to coordinate with the liquor license process.

ATTACHMENTS:

1. 2026 Fee and Site Plans

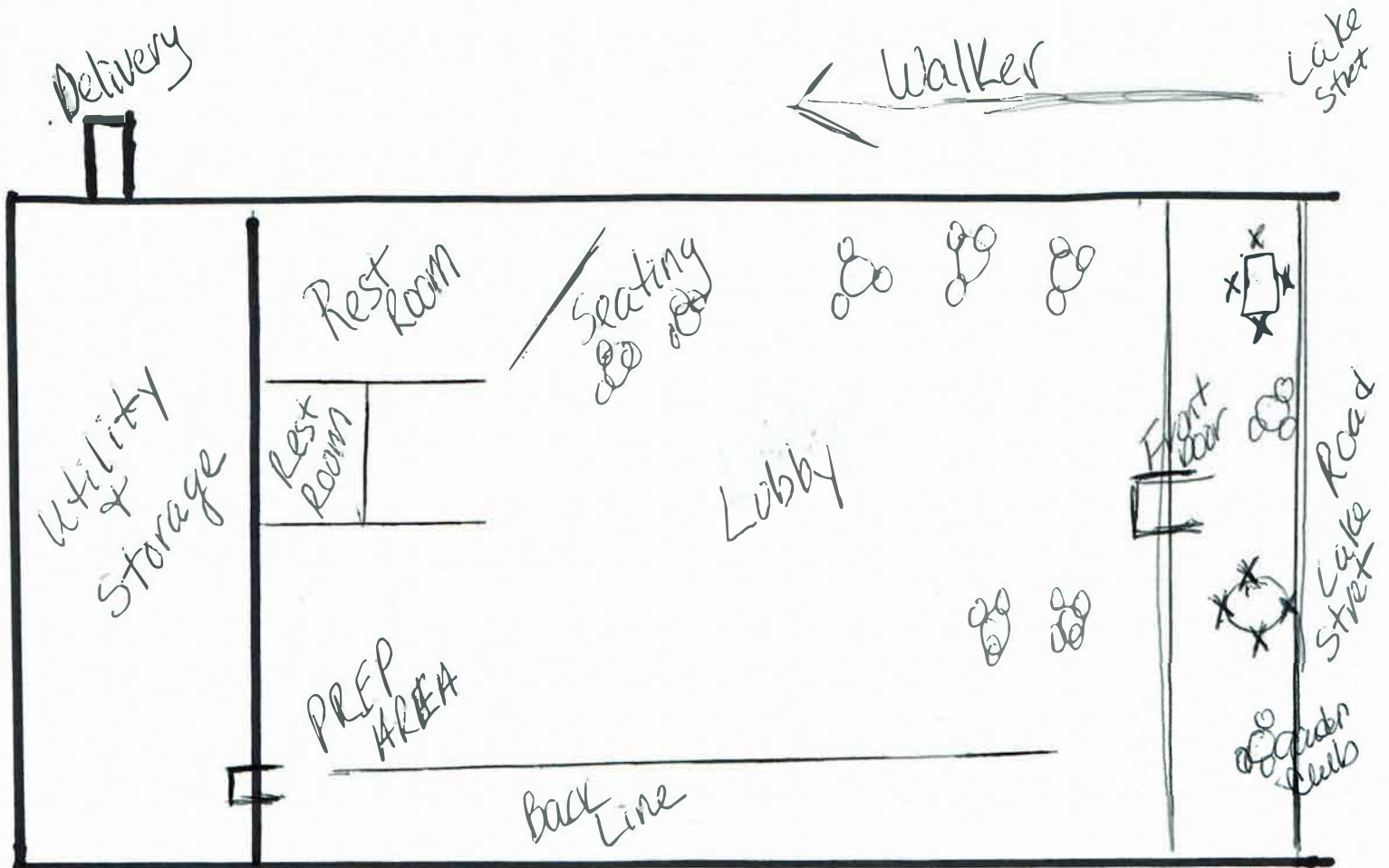
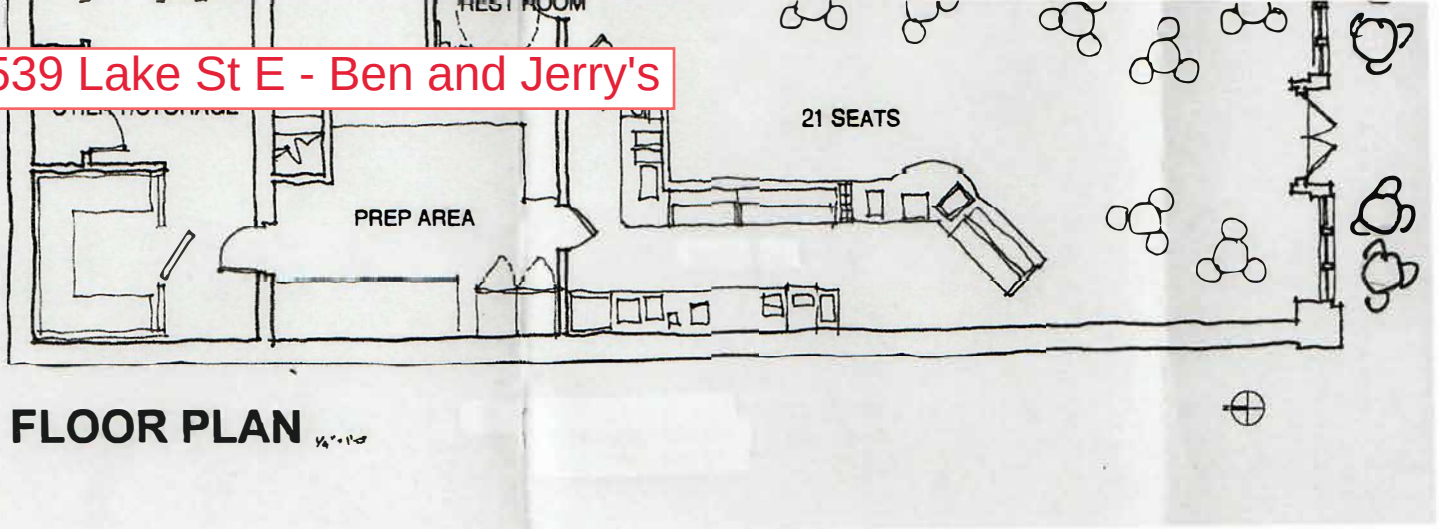
Total 2026 Sidewalk Café Permit Fee Change Compared to 2025

Business Location	Sidewalk Café Area (Sq. Ft.)	2025 Total Fee	2026 Base Fee	+ Fee Per Sq. Ft.	Total 2026 Fee	Fee Increase from 2025
Ben & Jerry's	241.50	\$234.50	\$156	\$84.53	\$240.50	\$6.00
COV Wayzata	984.98	\$494.74	\$156	\$344.74	\$500.74	\$6.00
Gianni's	1024	\$508.40	\$156	\$358.40	\$514.40	\$6.00
The Grocer's Table+ (Eloise)	1117.95 + 170	\$600.78	\$156	\$450.80	\$606.80	\$6.00
McCormick's	1547	\$691.45	\$156	\$541.45	\$697.42	\$6.00
Total	5,085.43 sq. ft.	\$2,529.87			\$2,559.90	\$30.00

Following Attachments Include:

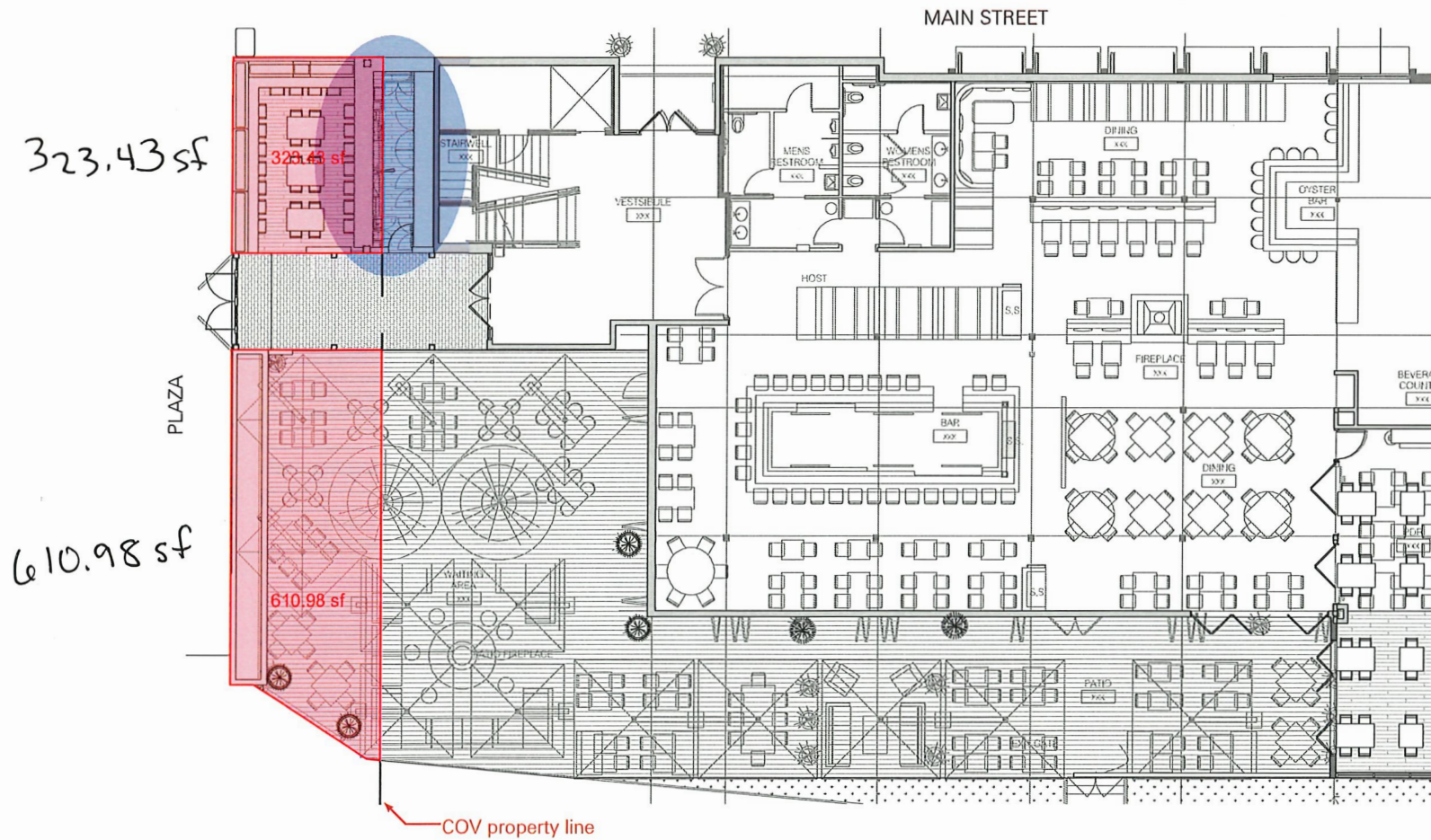
- Individual Sidewalk Café Permit application plans noting total area (sq. ft.) within public right-of-way

539 Lake St E - Ben and Jerry's

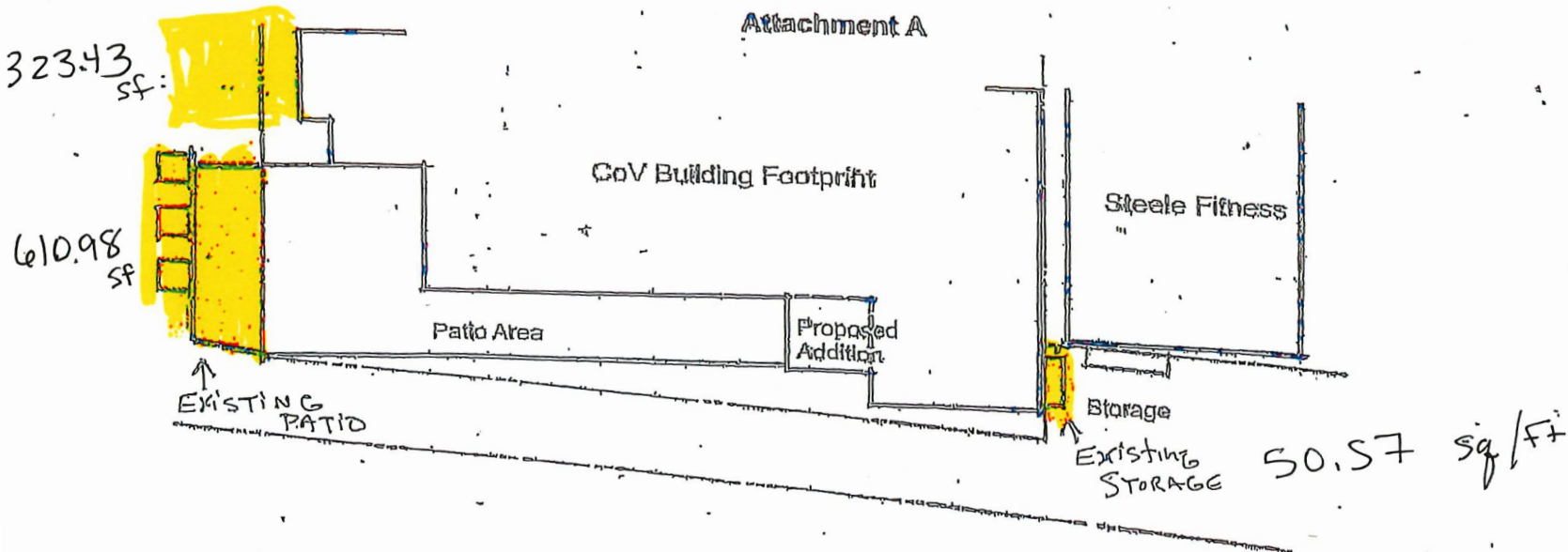


Patio Size:
10' 6" X 23' 2"
241.5 square feet

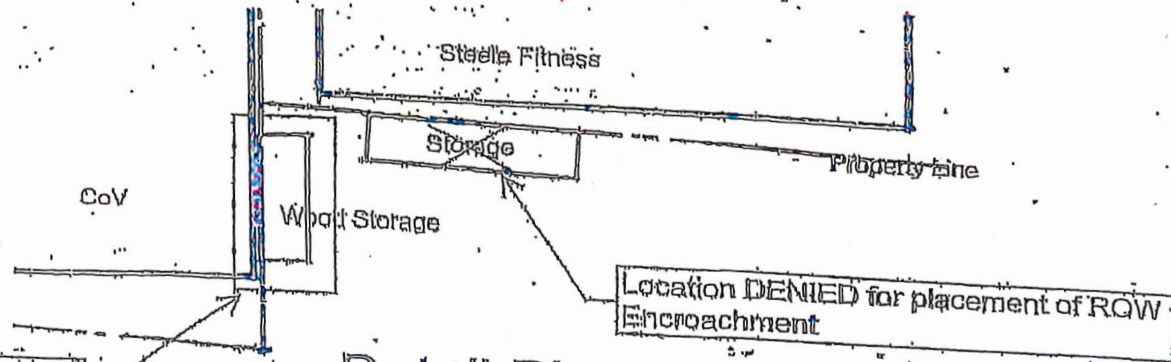
COV | Patio Bar Plan



Attachment A



Concept Plan



Detail Plan

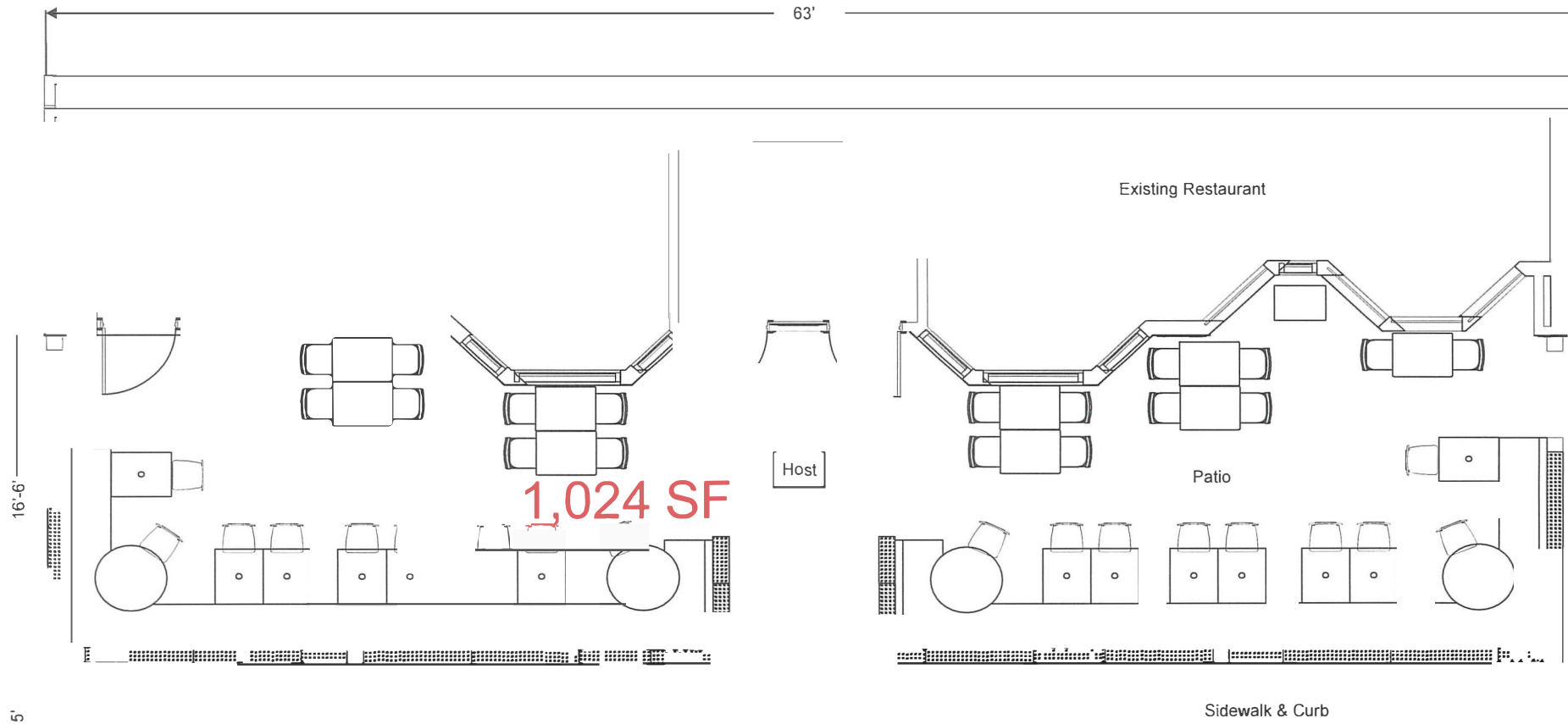
I HEREBY CERTIFY THAT THIS PLAN SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

NEIL WEBER, AIA

DATE



[635 Lake St E - Gianni's]



Gianni's Patio 60 seats

SCALE: 1/4"=1'-0"

Studio M Architects, Inc.

530 N 3rd Street, Suite 230, Minneapolis MN 55401

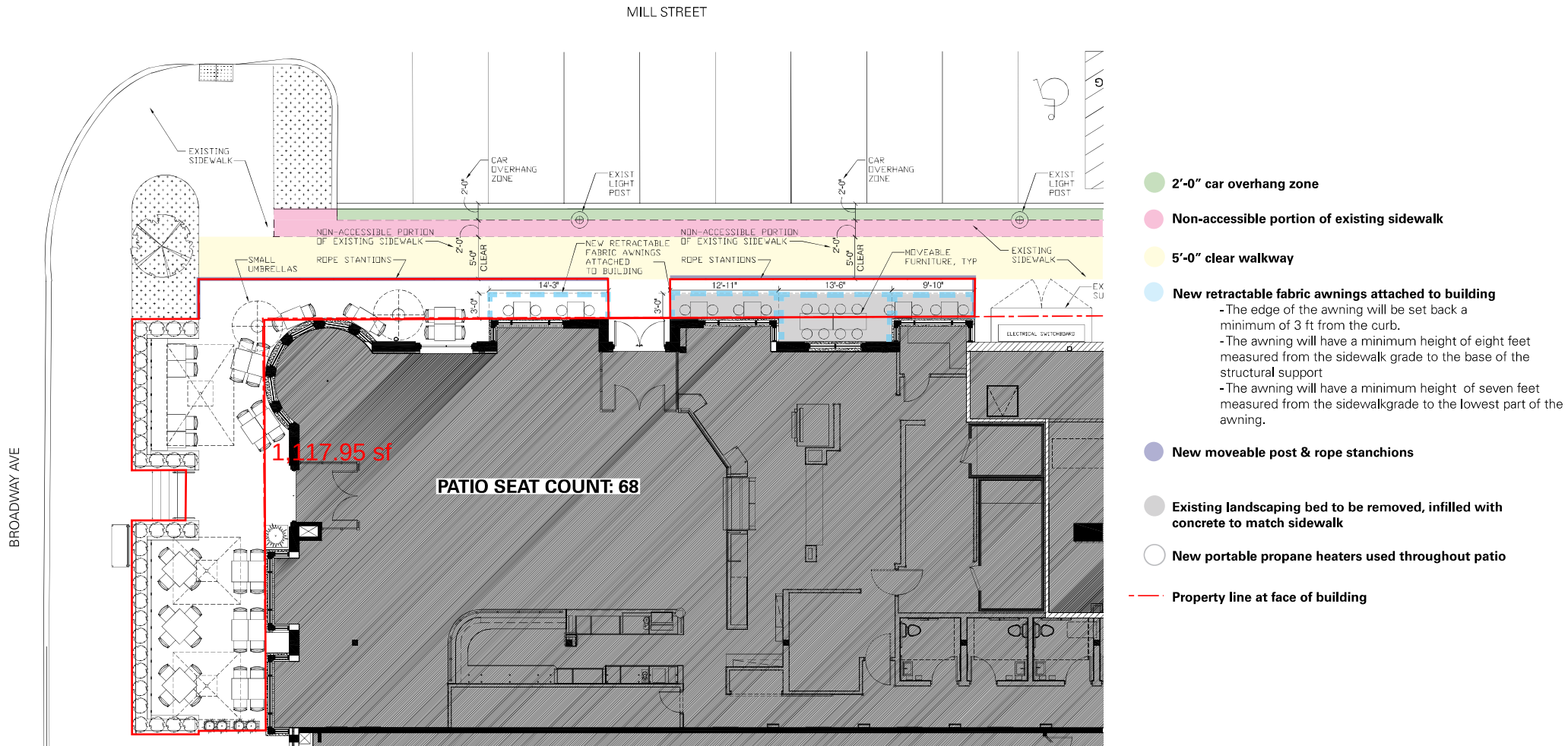
O. 612.524.5375

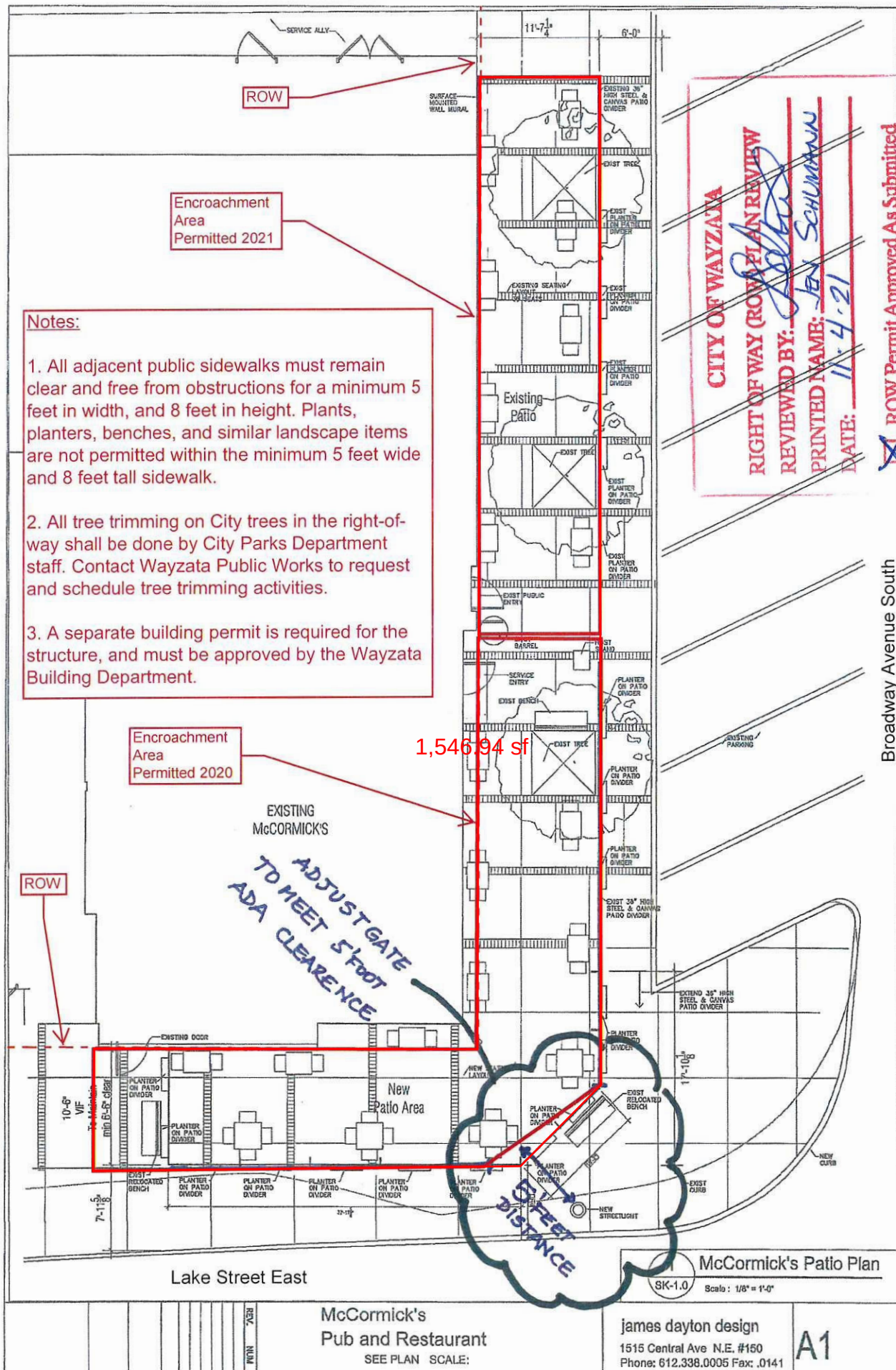
www.studiomarchitects.net

Plan
North ↑



PATIO PLAN





CITY OF WAYZATA
RIGHT OF WAY (ROW) PLAN REVIEW
REVIEWED BY: [Signature]
PRINTED NAME: JEN SCHUMANN
DATE: 11-4-21

☒ ROW Permit Approved As Submitted
☐ ROW Permit Approved With Corrections
☐ ROW Permit Not Approved

All work performed related to Approved Project shall comply to all City Ordinances.

Broadway Avenue South

Lake Street East



City of Wayzata City Council Agenda Report

MEETING DATE: May 5, 2026	AGENDA ITEM: 7.h
TITLE: Adoption of Resolution 23-2026 Amending Planning Commission Bylaws	
PROPOSED MOTION: To Adopt Resolution 23-2026 Amending the Planning Commission Bylaws.	
PREPARED BY: Haily Hedblom, Planner	
REVIEWED BY: Alex Sharpe, Community Development Director	

ACTION REQUESTED:

Staff and the Planning Commission recommend the adoption of Resolution 23-2026 approving the draft amendments to the Planning Commission Bylaws.

FINANCIAL OR BUDGET CONSIDERATION:

Not Applicable.

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

Not Applicable.

BACKGROUND:

At the April 21, 2026, Planning Commission meeting, the Commission voted unanimously to recommend amendments to the Planning Commission Bylaws to City Council. The draft amendments propose to change Section 3.6 of the current bylaws, which requires the physical attendance of Planning Commissioners at City Council meetings in person. Additional amendments include minor changes to update and clarify the bylaws to reflect present day City processes and policy. These additional changes do not substantively affect the Commission's role or responsibilities.

The draft amended bylaws are attached for review (~~struck~~ text deleted, underlined text added, aside from underlined section titles remain as-is).

ATTACHMENTS:

1. Resolution 23-2026 Amending Planning Commission Bylaws
2. Draft Amended Planning Commission Bylaws

RESOLUTION NO. 23 - 2026

RESOLUTION AMENDING PLANNING COMMISSION BYLAWS

WHEREAS, the Wayzata Planning Commission is appointed by the Wayzata City Council to assist and advise the City Council in the administration of the Zoning Ordinance, Comprehensive Plan, Design Standards, Subdivision Ordinance and any other matters referred to the Planning Commission by the City Council;

WHEREAS, the bylaws of the Planning Commission are adopted and amended from time to time by the City Council, and constitute the guidelines for the meetings, internal management and organization of the Wayzata Planning Commission;

WHEREAS, under such bylaws, the Planning Commission is charged with reviewing the bylaws periodically, and recommending amendments or alterations to the City Council, which may approve any recommended amendments or alterations by an affirmative majority vote;

WHEREAS, the Planning Commission has reviewed its bylaws and presented certain amendments to City Council that are reflected in Exhibit A attached to this Resolution; these amendments would update certain provisions related to attendance at Council Meetings and meeting minutes and recordings; and

WHEREAS, the City Council has reviewed such amendments and concurs with the recommendation of the Planning Commission.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Wayzata, Minnesota, that the bylaws of the Wayzata Planning Commission are hereby amended and restated in their entirety as reflected in Exhibit A attached to this Resolution (~~struck text deleted~~, underlined text added).

Adopted by the Wayzata City Council this _____ day of _____ 2026.

Andrew Mullin, Mayor

ATTEST:

Aurora Yager, City Manager

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 _____, 2026.

Kathy Leervig, City Clerk

ATTACHMENT:

EXHIBIT A

Amended and Restated Bylaws of the Planning Commission

CITY OF WAYZATA PLANNING COMMISSION BYLAWS

Mission Statement:

The Planning Commission is an advisory board of the City that reviews and studies land use issues and makes recommendations to the City Council. The Planning Commission also holds public hearings on applications for zoning amendments, comprehensive plan amendments, subdivisions, variances and conditional use permits.

ARTICLE I – GENERAL

- 1.1 The City is authorized and empowered to establish a Planning Commission pursuant to the provisions set forth in Minnesota Statutes Section 462.354.
- 1.2 The Wayzata Planning Commission was created as an advisory board by action of the Wayzata City Council on January 19, 1965, Ordinance No. _____, and takes the form of Planning Commission set forth in Minnesota Statutes Section 462.354, subdivision 1(1).
- 1.3 These Bylaws constitute the guidelines for the meetings, internal management and organization of the Wayzata Planning Commission. ~~These Bylaws supersede in their entirety the “Bylaws of the Planning Commission” dated November 7, 1984.~~

ARTICLE II – PURPOSE, DUTIES AND OBJECTIVES

- 2.1 The Planning Commission is appointed by the City Council to assist and advise the City Council in the administration of the Zoning Ordinance, Comprehensive Plan, Design Standards, Subdivision Ordinance and any other matters referred to the Planning Commission by the City Council.
- 2.2 The Planning Commission will hold public hearings for variances, conditional use permits, subdivisions, PUD permits and other land use applications to the City in accordance with the Subdivision and Zoning Ordinances, Comprehensive Plan, and will make appropriate findings and recommendations to the City Council.
- 2.3 The Planning Commission may hold public hearings and public informational meetings on matters as directed by the City Council and may make recommendations to the Council on such matters.

- 2.4 The Planning Commission may conduct such studies as directed by the City Council in connection with carrying out the purpose, duties and objectives of the Planning Commission.

ARTICLE III – MEETINGS

- 3.1 Regular Meetings. Regular meetings of the Planning Commission will be held in the Council Chambers of Wayzata City Hall located at 600 East Rice Street at 7:00 P.M on the first Monday of each month or such other time and place as duly noticed. Meetings shall be scheduled to end no later than 11:00 P.M. All meetings will be open to the public unless otherwise provided by law.
- 3.2 Special Meetings. Special meetings may be called at the discretion of the Chair of the Planning Commission after consultation with City staff, members of the Planning Commission, or at the direction of City Council.
- 3.3 Notice of Meetings. Written notice of all regular and special Planning Commission meetings, setting forth the time, place and agenda of such meeting will be provided in advance to members of the Planning Commission and the general public in accordance with the applicable requirements set forth in Minnesota state law.
- 3.4 Site Investigation. Prior to each Planning Commission meeting, all Planning Commission members will endeavor to visit the property or properties to be discussed at the meeting.
- 3.5 Agendas. An agenda for each meeting will be prepared by City staff and will be delivered to all members of the Planning Commission along with supporting information, including the application and a Staff Planning Report, as soon as possible.
- ~~3.6 Planning Commission Representative at City Council Meetings. Each Planning Commission member will in turn represent the Planning Commission at regular City Council meetings. A rotating schedule for such will be prepared and distributed to members of the Planning Commission by City staff.~~
- 3.6 City Council Meetings. Planning Commissioners are expected to follow and be informed about City Council's review of and action on all land use applications as they are considered by Council, and are expected to maintain a general awareness of City Council agendas and actions as they relate to matters within the purview of the Planning Commission.
- 3.7 Workshops. Workshops for the purpose of project updates will be scheduled when necessary or as directed by City Council or the City Planner. The workshops will be held at 6:00 P.M. or other notified time preceding the regular monthly meeting of the Planning Commission, or at some other reasonable time as may be noticed. An optional regular meeting or workshop may also be held, as necessary, on the third Monday of the month at 7:00 P.M. The scheduling or rescheduling of workshops will be at the discretion of the

Planning Commission Chair after consultation with City staff. Workshops will be open to the public unless otherwise provided by law, and shall be properly noticed one week prior to the scheduled meeting date.

ARTICLE IV – MEMBERSHIP

- 4.1 Membership. Planning Commission members shall be appointed by the City Council. The Planning Commission will consist of seven (7) citizen members who must be eligible voters residing within the corporate limits of the City of Wayzata.
- 4.2 Terms. A new Planning Commission member shall be appointed for a term of three (3) years. Any vacancy on the Commission will be filled as soon as practical by an appointment of the City Council, and such appointment will be for the unexpired term of the vacating member.
- 4.3 Absenteeism. If any Planning Commission member fails to attend four (4) regular meetings during a calendar year, City staff will so advise the City Council with a recommendation for action, which may include the removal of the Planning Commission member by the City Council. Planning Commission members will notify the Chair and City Planner when an absence is anticipated.
- 4.4 Expenses. Planning Commission members will serve without compensation except that direct expenses for training will be paid for by the City.
- 4.5 Training. The Chair, Mayor and/or City staff will meet with each new Commission member as soon as possible following appointment to explain Commission procedures and to answer questions. The City staff will supply the following documents to new Commission members as soon as possible following their appointment:
- A. Zoning Ordinance
 - B. Subdivision Ordinance
 - C. Bylaws of the Planning Commission
 - D. Design Standards
 - E. Comprehensive Plan
 - F. Revised City Charter
 - G. City Code
- 4.6 Resignation. A Commission member who wishes to resign must submit a written resignation to the Chair and/or City Clerk who in turn will forward it to the City Council. Such resignation shall be effective upon acceptance by the City Council or such other date as specified in the resignation.

ARTICLE V – OFFICERS

- 5.1 Officers. The officers of the Planning Commission must be members of the Planning Commission and shall consist of a Chair and Vice Chair.
- 5.2 Duties of the Chair: The Chair will preside at all meetings, appoint Planning Commission members to committees, appoint Planning Commission representatives, rule on procedural questions (subject to reversal by a two-thirds vote of those Planning Commission members in attendance), meet with all newly appointed Planning Commission members, exercise the same voting rights as other Commission members and carry out such other duties as are assigned by the Planning Commission or by the City Council.
- 5.3 Duties of the Vice Chair. The Vice Chair will act in the absence or inability to act of the Chair and in such instances the Vice Chair will have the powers and functions of the Chair.
- 5.4 Terms. The Planning Commission's officers will be elected by Planning Commission members by open ballot at the first regular meeting in January or as soon as practical after that date. The terms of office for the Chair and Vice Chair will be for one (1) year and no member will hold an office for more than three (3) consecutive years. The Commission's officers will serve until replaced by duly elected officers or until they are no longer members of the Planning Commission.
- 5.5 Vote. Candidates for office receiving a majority vote of the entire membership of the Planning Commission (four) will be declared duly elected.
- 5.6 Date of Office: Newly elected officers will take office at the first regular meeting after being elected.
- 5.7 Vacancies. Vacancies occurring in the offices of the Planning Commission will be filled as soon as practical by the election procedure specified in these bylaws.

ARTICLE VI – MEETING PROCEDURES

- 6.1 Quorum. A quorum shall be required to conduct a meeting of the Planning Commission. A majority (4) or greater of the members of the Planning Commission will constitute a quorum for the purpose of conducting a meeting.
- 6.2 Conflict of Interest. Whenever a Planning Commission member has a direct and/or financial interest in an application or matter before the Planning Commission, that member must declare the nature of such interest, abstain from all discussion related to the application or matter, and not vote on the application or matter, as provided in Article IX.
- 6.3 Agenda. The order of business at regular meetings generally shall be as follows:

- A. Call to Order
- B. Roll Call of Members
- C. Approval of the Minutes of the Previous Meeting
- D. Public Informational Meetings
- E. Public Hearings
- F. Old / New Business
- G. Projects Update
- H. Announcement of Upcoming Meeting Date(s)
- I. Adjournment

ARTICLE VII – PUBLIC HEARING PROCEDURES

- 7.1 Time. The time of each public hearing on an application reviewed or matter considered by the Planning Commission will be stated on the agenda and the hearing will begin as soon as possible to the stated time.
- 7.2 Staff Presentation. City staff will prepare a written report regarding any project proposal being considered by the Planning Commission and will provide a brief oral overview of a project proposal prior to the opening of the public hearing on a proposal.
- 7.3 Applicant Presentation. The petitioner or appointed representative will state the request and explain the proposal and answer questions of the Planning Commission and members of the audience. The applicants' presentations will not be limited by time.
- 7.4 Public Hearings. At a public hearing, the meeting will be open for public discussion until the Chair determines that all information and statements have been heard. At that time, the Chair may terminate public discussion and limit discussion to members of the Planning Commission. Testimony from the public will be limited to five (5) minutes per person, except that the Planning Commission may waive the time limit. The Chair may impose reasonable restraint to limit the number of times one (1) individual may speak. Prior to making public comment, all persons must state their name and complete address for the record.
- 7.5 Closing of Public Hearing. Any member of the Planning Commission may move to continue the public hearing until a specified date and such continuation may be adopted by majority vote of those Planning Commission members present. Once a petitioner's request is heard and public input received, the Planning Commission will make a recommendation to the City Council as soon as reasonably possible.

ARTICLE VIII- AMENDMENTS

- 8.1 Amendments. The Planning Commission will review these Bylaws and any adopted policies of the Planning Commission periodically, and will recommend amendments or

alterations to the City Council. The City Council may approve any recommended amendments or alterations by an affirmative majority vote.

ARTICLE IX – CODE OF ETHICS AND STANDARDS OF CONDUCT

- 9.1 Purpose. The Planning Commission hereby affirms its determination that its members will adhere to the highest ethical standards. The standards of conduct set forth below are the standards members of the Planning Commission must adhere to in carrying out their duties. By eliminating conflicts of interest and providing a guide for conduct in City of Wayzata matters, the Planning Commission hopes to promote the faith and confidence of the citizens of Wayzata in their government, and to encourage Wayzata citizens to serve on its council and commissions.
- 9.2 Standards of Conduct.
- A. A Planning Commission member must not use the official position to secure special privileges or exemptions for that person or others.
 - B. Except as permitted by law, a Planning Commission member must disclose a known potential conflict of interest for the public record and refrain from participating in the discussion and vote, when a matter comes before that person that: 1) affects the person's financial interests or those of a business with which the person is associated, unless the effect on the person or business is no greater than on other members of the same business classification, profession or occupation, or 2) affects the financial interests of an organization in which the person participates as a member of the governing body, unless the person serves in that capacity as the city's representative.
 - C. A Planning Commission member must not act as an agent or attorney for another before the Wayzata City Council or a Wayzata board or commission in a matter where a conflict of interest exists or may exist.
 - D. A Planning Commission member must not knowingly accept or solicit, directly or indirectly, a gift or loan for himself, herself or another if state law prohibits this.
 - E. A Planning Commission member may accept expense reimbursement from the City for any training-related sessions.

ARTICLE X – COMMITTEES

- 10.1 Standing Committees. There will be no standing committees of the Planning Commission.

- 10.2 Ad Hoc Committees. The Planning Commission may request that the City Council appoint other members of the community to ad hoc Planning Commission committees which may be created by the Planning Commission for a specific purpose and duration. At least one (1) member of the Planning Commission will also be appointed to each committee.

ARTICLE XI – RECORDS AND OPEN MEETINGS

~~11.1 Minutes. The City will supply a secretary at all regular meetings of the Planning Commission who will be responsible for taking full and complete minutes of these meetings. The City will audio record all special or workshop meetings. The City Clerk will be responsible for keeping a copy of said minutes and audiotapes in a safe place with the records of the City.~~

11.1 Minutes and Recording. The City will make recordings and take full and complete minutes of all regular meetings of the Planning Commission. The Planning Commission will review and approve minutes of all of its meetings in accordance with these Bylaws. The City Clerk will be responsible for keeping a copy of said minutes in accordance with City policy.

11.2 Open Meetings. All meetings of the Planning Commission shall be open to the public and a matter of public record, except such meetings that must or may be closed under State law. The City will broadcast or stream all regular meetings in accordance with City policy.

Last Amended _____, 2026 via City Council Resolution No. ____-2026



City of Wayzata City Council Agenda Report

MEETING DATE: May 5, 2026	AGENDA ITEM: 7.i
TITLE: Approval of Professional Service Agreement with GTEL Advisors, LLC for Records Management System Procurement and Implementation Support for the Wayzata Police Department	
PROPOSED MOTION: To Approve Professional Service Agreement for Market Research with GTEL Advisors, LLC for Records Management System Procurement and Implementation Support for the Wayzata Police Department	
PREPARED BY: Jamie Baker, Chief of Police	
REVIEWED BY: Aurora Yager, City Manager	

ACTION REQUESTED:

Staff recommends approval of the Professional Service Agreement for Market Research between the Wayzata Police Department and GTEL.

FINANCIAL OR BUDGET CONSIDERATION:

The Equipment Capital Improvement Plan has \$159,100 allocated for an RMS system replacement. The total cost of this engagement is estimated not to exceed \$15,000. Actual costs will be split amongst the participating LMAC members who are also working with GTEL on this project.

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

Sustain Community Character & Safety

Sharing data between law enforcement agencies enhances collaboration and the effectiveness of each agency's response.

BACKGROUND:

Since 2007, the Wayzata Police Department has been one of the four founding agencies of the Lake Minnetonka Area Consortium (LMAC). The consortium was established to support the shared use of LETG software as a Records Management System (RMS) for the creation, storage, and management of police reports. Over time, the consortium has expanded to include at least eight additional agencies, strengthening collaboration and enhancing operational efficiencies.

Membership in LMAC provides significant benefits, including cost sharing and interagency data sharing, allowing participating agencies to reduce expenses while improving critical information sharing across jurisdictions.

Central Square, the current owner of the existing RMS system LETG platform, notified clients in 2023 of its intent to implement an "end of life" plan for this system. This announcement raised concerns among LMAC members and other Minnesota law enforcement agencies utilizing the system regarding long-term access to and preservation of their historical report data.

In response, LMAC members along with similarly impacted agencies (collectively referred to as "Members") have begun exploring options to secure and retain their existing data. This effort is critical to maintain compliance with public data requests and records retention requirements, particularly in the event that Central Square ceases support or access to LETG data.

To support this transition, several LMAC members have identified a collective need for assistance in the following areas:

- **Procurement Assistance** - Conduct formal market research to identify viable RMS alternatives that meet operational needs while maintaining the consortium's established priorities of data sharing and cost efficiency.
- **Data Conversion** - Assist with conversion and migration of data from the current RMS system to a new one.
- **System Implementation** - Provide project management, installation, and training support for successful deployment of a new RMS system.

Although this agreement is between the City of Wayzata and GTEL Advisors, many other LMAC members are entering into similar agreements with this same vendor. GTEL will perform a consistent scope of work across participating agencies and distribute costs among them. This approach allows each city to proceed through its own approval process more efficiently while maintaining a coordinated, consortium-wide effort.

Engaging GTEL Advisors will help the Wayzata Police Department and LMAC partners make informed, strategic decisions regarding future RMS solutions while preserving the collaborative benefits of the consortium.

ATTACHMENTS:

1. Professional Services Contract - GTEL Advisors

Professional Services Agreement

This Agreement is entered into as of this ____ day of _____ by and between the City of Wayzata, Minnesota ("Client") with offices at 600 East Rice Street Wayzata, MN 55391 and GTEL Advisors, LLC 6120 Berkshire Lane N, Plymouth, MN 55446 ("Contractor"), collectively, the "Parties".

Terms and Conditions

1. Term of Agreement

- 1.1. Effective Date: The Effective Date of this is _____.

The Contractor must not begin work under this Agreement until it is fully executed and the Contractor has been notified by the Client's authorized representative in writing.

- 1.2. Expiration Date: The Expiration Date of this Agreement will be one year from the Effective Date unless otherwise terminated or renewed. This Agreement will auto-renew for additional one-year terms unless either party notifies the other in writing of the intent to terminate the Agreement prior to the end of the current Term. The Agreement may be terminated with 30 days prior written notice at any time by either party for any reasons. All fees due to the Contractor must be paid for all work completed in accordance with this Agreement.

2. Scope of Services

The Contractor shall provide the Client with project management support, business analysis services, quality assurance, and subject matter expertise for procurement and implementation of new information system(s) (collectively, the "Services"). Specific tasks and activities related to the Services will be assigned by and at the direction of the Client's authorized representative and may include, but are not limited to, the following typical needs of evaluating, managing, procuring, or implementing information systems for the Client:

- 2.1 Business Process Reviews - Conduct business process analysis activities, and then make recommendations relating to existing and future operational purchasing and implementation practices for the Client to link those processes to existing and future information systems. Assist with the development of all relevant documentation of current state and future state.
- 2.2 Technical Needs Assessments - Identify technical need requirements of existing and future information systems to ensure all operational, security, and compliance requirements.
- 2.3 Security Assessments – Perform security assessments on existing and future information systems by a Certified Information Systems Security Professional (CISSP). These security assessments shall include cyber security risk assessment and penetration testing. Testing to be performed by a qualified independent 3rd party possessing the knowledge, skills, experience and certifications to conduct such testing. Qualified independent 3rd party shall be mutually agreed upon by all Parties.

- 2.4 Risk Assessments – Conduct legal, functional and financial risk assessments on potential existing or future information systems related technological issues.
- 2.5 Procurement Assistance – Provide procurement assistance through all phases of a procurement and/or contract renewal process from pre-advertisement functions such as market research and data analysis through advertisement, evaluation, negotiation, award, implementation, administration, and project closeout.
- a) Pre-advertisement – conduct market research of the RMS market and identify potential vendors, systems, solutions along with various needed features of the system; completion of a timeline with milestones of key dates from pre-advertisement through system acceptance; assist with the determination of the optimal procurement vehicle, required budget, selection of a vendor, RFP preparation, RFP evaluation and scoring, contract preparation / negotiations, product/provider demonstration facilitation, reference checks, technology architecture review, and selection method assistance.
 - b) RFP Response – create assessment tools and evaluation processes as well as guidance for use in a future RFP. Anticipate necessary future modifications, upgrades or overhauls, as well as provide supplier proposal review tools and supplier product demonstration review tools, frameworks and metrics.
 - c) Evaluation and Scoring – Coordinate and recommend evaluation and scoring process for supplier proposals
 - d) Scenario Demonstration – Create operational scenarios that demonstrate real-life situations and functions in relation to the requirements developed in the RFP. Create scenarios that will focus on integrated solutions and workflows that illustrate the initiation of an activity, how the system manages data, and how the data is turned into information in the form of reports and data-rich information.
 - e) Contract Negotiations – Assist the Project Manager by establishing a strategic negotiation plan, evaluation and scoring process, identify and send clarification questions and identify items of Agreement.
 - f) Implementation – Collaborate with the selected proposer of the information system(s) to build a project plan and schedule based on input from all parties and obtain the department's approval. The project schedule must reflect those activities needed to successfully implement new information system(s) RMNS and manage the project.
 - g) Modifications Support – Assist with developing and organizing any potential technical contract modifications required as necessary.
- 2.6 Current/Future Supplier Vetting – Assist with the evaluation of existing or future information system vendors, which would include vendor profile analysis, vendor system functionality validation, and the vendor security posture.
- 2.7 Data Conversion – Assist with and / or perform data conversion activities for existing or future information systems.
- 2.8 System Implementation – Assist with system implementations, which would include project

planning, monitoring and control of the project, managing organizational change relating to information systems, managing contract deliverables and payment milestones, managing of configuration and any custom development of systems, managing the process and completion of the installation of hardware / software, managing vendor integration activities, managing User Acceptance Testing (UAT), managing system training plans, managing system acceptance testing, managing go-live processes, managing go-live activities, managing a lessons learned process, and managing the project closeout.

- 2.9 Policy, Procedures, and Accreditation – Assist with the evaluations of policies, procedures, and accreditation standards against existing and future information systems.
- 2.10 System Decommissioning – Assist with the decommissioning of legacy information systems.
- 2.11 Custom Development Services – Assist with software development needs, which would include application development, interface development, and database management to meet the needs of existing and future information systems.
- 2.12 Additional Duties – Perform additional duties as directed by the Project Manager relating to information systems and/or technology including but not limited to, development of training plans, assisting in obtaining a complete Bill of Materials (BOM) for technology procurements (to include but not be limited to hardware, software, embedded systems to include manufacturer, version and End of Support/End of Life dates. A list must also be provided of any and all third-party components installed as part of the solution deployment (e.g. JAVA)).

3. Pricing

Prices listed below are inclusive of all services required for, or incidental to, completing the Services required under this Agreement, and there shall be no payment of per diem, out of pocket expenses, travel costs, mark-up or administrative or service or processing fee of any kind by the Client to the Contractor.

Prices shall remain fixed and firm for a term no less than one year from the Agreement's initial effective date. The Parties may consider an upward or downward adjustment after the first year period, to be effective thereafter until the termination date of the Agreement.

It is the Contractor's responsibility to request any price adjustment under this provision. For any adjustment to be effective, it must be submitted ninety (90) days prior to the expiration of the then current anniversary date/year of the Term of this Agreement. Any adjustment received after ninety (90) days from the expiration of the then current Agreement year may not be considered. The Client reserves the right to reject any price adjustments submitted by the Contractor. If no adjustment request is received, the Client will assume that the Contractor has agreed that next year's term will be without any price adjustment.

Client shall pay Contractor based upon the not-to-exceed hourly rates below for Services provided :

Position Number	Staff Position	Hourly Rate
1	Senior Consultant	\$175.00
2	Security Consultant – CISSP	\$175.00
3	Data Conversion Developer	\$175.00
4	Process Consultant	\$175.00
5	Policy / Accreditation Expert	\$175.00
6	Technical Architect	\$175.00
7	Senior Developer	\$175.00
8	Developer	\$175.00
9	Project Manager	\$175.00
10	Analyst	\$175.00
11	Financial Analyst	\$175.00

1. The Contractor shall provide good faith not-to-exceed cost statements to Client prior to engaging in an assignment of tasks and deliverables associated with the Services. The Contractor shall not exceed the not-to-exceed cost statement required for each assignment.
2. The positions identified in the table above shall be the key positions providing all of the Services to Client. The key personnel who have been identified to Client for those positions will perform the Services as indicated unless otherwise approved by Client.

Staff Position Descriptions:

Senior Consultant

- Assist with business development activities as needed including marketing of MIS and valuation services
- Leading custom professional services projects and liaising with the local team and Client as needed to deliver projects to time, cost, and quality expectations
- Building credible partnerships with business development teams to provide support, advice, and guidance
- Providing technical guidance to internal and external stakeholders, and executing research-based consulting projects relating to the development, implementation, and evaluation of pre-employment screening and selection programs
- Custom design competencies-based assessment services
- Designing and facilitating workshops and assessment related training
- Developing data analytic reports

- Project managing complex assessment projects, coordinate internal and external resources
- Contributing to the methodology section of Client proposals including recommendations around appropriate design solutions and accurate costings that reflect actual delivery time
- Contributing to the development of Statement of Work

Senior Consultant – CISSP

Security and risk Management

- Confidentiality, integrity, and availability of information.
- Security governance principles and alignment with business strategy.
- Regulatory compliance requirements, including privacy and licensing.
- Professional and organizational code of ethics.
- Development, implementation, and enforcement of security policies and guidelines.
- Business continuity (BC) planning.
- Threat modeling concepts and methodologies.
- Risk management for supply chains.
- Establishment of security awareness training programs.

Asset Security

- Classification of data and data-bearing assets.
- Ownership of systems and data for defining roles and accountability.
- Protecting privacy per the demands of regulatory compliance.
- Asset retention and secure IT asset disposal (SITAD).
- Data security controls and protection methods.
- Establishment of asset-handling rules and regulations.

Security Architecture and Engineering

- Implementation of secure design principles in computer engineering.
- Selection of controls based upon information security requirements.
- Understanding the security capabilities of different information systems.
- Assessing and mitigating vulnerabilities across different architectures and systems.
- Application of cryptographic controls.
- Incorporation of security principles and controls in facility and site design.

Communication and Network Security

- Implementation of secure design principles in networking architectures.
- Security of network components, such as NAC devices, and CDNs.
- Security of wireless networks and systems.
- Security of communication channels, such as remote access and virtual networks.
- Application and management of communication and authentication protocols.

Identity and Access Management

- Physical and logical access to information, systems, devices, and facilities.
- Identity management and authentication for people, services, and devices.
- Integration of access controls in third-party cloud, federated, and on-premises services.
- Implementation of access controls, such rule- and role-based access.
- Management of the identity and access provisioning lifecycle.

Security Assessment and Training

- Design and validation of internal, external, and third-party auditing strategies and tests.
- Security control testing, such as penetration testing and vulnerability assessments.
- Collection of technical and administrative security process information.
- Analysis of test results and report generation.

Security Operations

- Incident investigation procedures and techniques.
- Investigation types and requirements according to industry standards and regulations.
- Application of logging and monitoring activities and intrusion detection and prevention.
- Secure provisioning and inventorying of resources.
- Application of detective and preventive security measures.
- Backup and disaster recovery strategies and business continuity planning.

Software Development Security

- Integration of security controls throughout the software development lifecycle (SDLC).
- Identification and application of security controls in development environments.
- Assessment of software development security controls.
- Definition and application of secure coding standards and guidelines.

Data Conversion Developer

- Conversion execution metrics (volume, target complete, duration)
- Data-related defect tracking
- Intermediate tables ready for conversion
- Extract and aggregate data from multiple sources and well as clean, crosswalk and analyze data
- Manage relationships with stakeholders and SMEs
- Understands the benefits of using state of the art methods and tools in their application on a particular engagement
- Creates data maps and transaction workflow documents showing exactly how every field of information will be converted
- Acts as a resource during conversion and answers questions, troubleshoots problems as they occur, supports implementation of new procedures, conducts last minute training if necessary and provides support during conversion week
- Communicates strategic goals
- Supervise a team of data consultants/associates to complete new business data transition activities

Process Consultant

- Identify technical problems and develop solutions to support business objectives and plan for seamlessly integrating new process with existing business processes
- Identify opportunities for business process optimization and develop business modeling standards and guidelines
- Liaise with business partners to analyze complex processes, with clear understanding of business goals and objectives
- Ensures process redesigns and improvements are effectively used to constantly improve business performance
- Responsible for the overall quality of end to end process and workflow in support of analyzing and re-engineering business processes at the Segment and Corporate level
- Leads Executive level Business Intelligence and Data Mining efforts leading Data mining initiatives in order to report the overall health and wellness of the organization across 19 functional areas on a quarterly basis
- Meet with decision makers, systems owners, and end users to define business, financial, and operations requirements and systems goals
- Support and lead engagement teams performing business process reengineering, process transformation, process documentation support services under the supervision of a manager
- Collaborate with business partners to assess processes and identify opportunities for process automation to increase efficiencies and reduce operational risk
- Engage with Application Owners and Delivery Managers to obtain alignment and ensure adherence to defined processes and standards

Policy / Accreditation Expert

- Collaborates with manager on budget preparation and management
- Provide leadership on accreditation programs to ensure successful survey process from initiation to timely submissions, appropriate responses to requests for additional information and identify proactively opportunities to improve on future re-accreditation efforts
- Provide Subject Matter Expert (SME) recommendation(s) on accreditation standards and skills to recognize the appropriate information is compliant
- Acts as a key contributor for accreditation readiness committee(s)
- Monitors mock audits activity to proactively identify opportunities for improvement for projects related to annual operating plan and/or regulatory related topics using PDSA (Plan, Do, Study, Act) process
- Maintains liaison relationship with peers in functional departments by coordinating periodic (quarterly) joint sessions / meetings of key accreditation and quality and safety leaders

- Maintains timelines continuously for all accreditation activities that can be communicated effectively to Senior Leadership to identify priorities and updates
- Solves problems independently with the ability to prioritize in a fast-paced environment
- Collaborates with the Contracts and Finance Specialist if the activity is funded by commercial support to ensure that the appropriate information is communicated to the learners prior to the CME activity

Technical Architect

- Creates control system designs, and works with the engineering teams to implement and test those designs to meet established requirements
- Maintains and archives design documents, models, source code, and other work products necessary for the project
- As required, leads local team of contract resources to accomplish development objectives
- Review federal, state, and company policies to determine applicability to systems functionality, design, and operation
- Provide expertise in other technologies as part of the overall solution Relational Databases
- Assist Client Infrastructure Team to provide appropriate (and secure) server/application access instructions for all staff and consultants
- Leading the Development team to ensure quality solutions
- Communicating Client requirements to the team
- Architect solutions for on-premises applications and cloud-based applications
- Focus on opportunities for code reuse

Senior Developer

- Work with Business Analysts, Project Leaders and Clients to review the business requirements, prepare technical design documents and non-functional and functional prototypes as needed
- Perform software construction, unit testing and debugging
- Contribute to the design and development in all tiers of web application including front end design, back-end design, database design and unit testing
- Work with large datasets in a real-time environment
- Continually improve availability, scalability, performance and automation of our services
- Be a major contributor to our backend architecture
- Design for supportability in operations and customer service
- Proactively drive the continues improvement to reduce delivery costs and refine estimation
- Large amounts of data will be processed daily, hence experience with large data processing systems and/or distributed computation is desired

- As a team manager, experience in development management styles expected (eg Scrum, Kanban or other forms), accompanied by good communication and interpersonal skills
- 10+ Years of Experience

Developer

- Work with Business Analysts, Project Leaders and Clients to review the business requirements, prepare technical design documents and non-functional and functional prototypes as needed
- Perform software construction, unit testing and debugging
- Contribute to the design and development in all tiers of web application including front end design, back-end design, database design and unit testing
- Work with large datasets in a real-time environment
- Continually improve availability, scalability, performance and automation of our services
- Be a major contributor to our backend architecture
- Design for supportability in operations and customer service
- Proactively drive the continues improvement to reduce delivery costs and refine estimation
- Large amounts of data will be processed daily, hence experience with large data processing systems and/or distributed computation is desired
- As a team manager, experience in development management styles expected (eg Scrum, Kanban or other forms), accompanied by good communication and interpersonal skills

Project Manager

- Work with product / project leaders to prioritize development and implementation based on scope, timing and backlog
- Work with engineering to solve technical problems related to development / implementation
- Work with QA to build test cases and schedule releases
- Build deployment timelines and communication plans with stakeholders
- Management of sprint planning, story greening and story grooming sessions
- Initiate, plan, execute and deliver projects
- Drives internal process and is committed to executing jobs to the highest quality standards
- Develops project timelines based on resource availability and helps to scope jobs for Client's longer-term needs
- Develops project timeliness based on resource availability and helps to scope jobs for Client's longer-term needs
- Establish team priorities and drive functional and technical solutions and issues to closure

Analyst

- Providing ad hoc assistance to various team members
- Identifying system data quality issues and providing optional solutions
- Analyzes the forecasts, reports, financials and other data sources for Operations
- Performs complex analyses of business groups and objectives and needs of the operations environment
- Researches and analyzes the proposals and business operations projects
- Assist the Data Management function within the team
- Use systems to ensure data is accurate, correcting and backfilling information
- Use internal systems to analyze metadata deliverables
- Provides high-level expertise in information modeling, requirement analysis and facilitation using methodologies such as Integrated DEfinition (IDEF) or related techniques
- Gathers requirements using facilitation techniques in order to collect and define data
- Processes requirements necessary to support complex large scale and/or decision support systems
- Uses information gathered to develop database specifications
- Designs relational database schemas to support large-scale, mid-tier Clients/server, or web-based applications
- Provides technical guidance in software engineering techniques and automated support tools
- Extract, Transform and Load (ETL) processes

Financial Analyst

- Communicate with business area Clients and/or partners to obtain necessary supporting information /documentation
- Acts as liaison between finance and business lines to develop and maintain accurate and efficient budget methodology for assigned categories
- Acts as liaison between finance and business units providing guidance involving financial issues
- Assist sector finance leads, making sure all parties (business and finance) have full visibility over the status and outlook of their projects
- Understand key business events which drive changes to the P&L
- Gain an understanding of key financial contract terms and conditions and ensure appropriate judgement applied to financials including revenue recognition review of new business and ensure correct accounting treatment
- Where required provide business partnering to support bid activity including preparing, checking and approving models
- Decision support to the business project owners
- Effective and efficient management of the accounting close process - Meet accounting close deadlines, ability to communicate and resolve issues with business partners

- Participate in Third Party Reviews

3. Invoices and Payment

The Contractor shall invoice the Client and all invoices shall contain the following information:

I. Contractor's Information:

- Name of the Contractor as specified on the executed Agreement.
- Date of invoice
- Unique Invoice number

II. Client Information:

- Applicable Client Purchase Order

III. Pricing Information:

- Unit price as stated above
- Total price as stated above

IV. Goods or Services Provided:

- Description
- Quantity

4. Authorized Representative

The Client's authorized representative for this Agreement is:

__Police Chief Jamie Baker_____

5. Other Terms

- 5.1 Entire Agreement; Amendments.** This Agreement and the attachments referenced herein represent the entire agreement between Contractor and Client. Any terms in attachments which conflict with the main body of this Agreement shall be limited, controlled and superseded by the terms in the main body of this Agreement. This Agreement supersedes any prior or

contemporaneous representations or agreements, either written or oral. No amendment or modification of the terms of this Agreement, except as may be expressly authorized herein, may be made and will not be effective unless agreed upon in writing by Client and Contractor.

5.2 Assignability. The rights and obligations of Contractor under this Agreement shall not be assignable or transferable without the prior written approval of the Client.

5.3 Compliance of all Laws; Ability to Perform; Representations. Contractor shall comply with all applicable federal, state, and local laws, rules, regulations, codes, ordinances and orders. Contractor has in effect and will maintain in effect all permits, licenses, and other authorizations necessary for the performance of the Services. Contractor is not aware of any fact or circumstance which would prevent Contractor from performing in accordance with this Agreement. Contractor represents and warrants that Contractor has the requisite training, skills, and experience necessary to provide the Services contemplated by this Agreement, and that the Services will be performed using personnel, equipment, and material qualified and suitable to perform the Services requested. To the extent allowed under Minnesota law, Contractor shall be solely responsible for its negligent acts, errors and omissions while performing Services under this Agreement. Contractor will perform the Services with reasonable care and skill, in a diligent and professional manner and in accordance with accepted professional practices and industry standards.

5.4 Assurances and Indemnification. Contractor assures the Client, and represents and warrants, that the information it has provided in its Statement of Work is accurate and not misleading in any material respect. To the extent allowed under Minnesota law, Contractor shall indemnify Client, its employees, officials, and agents, against all claims, demands and actions, and all related costs and expenses (including reasonable attorneys' fees) for injury, death, disability or illness of any person, or damage to property, arising out of the negligent performance of the Services or any breach of any representation or term of this Agreement by Contractor. Contractor, at its expense, shall procure and maintain in force for the duration of this Agreement the following minimum insurance coverages:

- A. General Liability. Contractor agrees to maintain commercial general liability insurance in a minimum amount of \$1,000,000 per occurrence; \$2,000,000 annual aggregate. The policy shall cover liability arising from premises, operations, products, completed operations, personal injury, advertising injury, and contractually assumed liability.
- B. Automobile Liability. If Contractor operates a motor vehicle in performing the Services under this Agreement, Contractor shall maintain commercial automobile liability insurance, including owned, hired, and non-owned automobiles, with a minimum liability limit of \$1,000,000 combined single limit.
- C. Professional (Errors and Omissions) Liability Insurance. Contractor will maintain professional liability insurance for all claims Contractor may become legally obligated to pay resulting from any actual or alleged negligent act, error, or omission related to Contractor's professional services required under this Agreement. Contractor is required to carry the following minimum limits: \$1,000,000 per claim; \$2,000,000 annual aggregate. The retroactive or prior acts date of such coverage shall not be after the Effective Date, and Contractor shall maintain such insurance for a period of at least three (3) years following completion of the Services. If such insurance is discontinued, extended reporting period coverage must be obtained by Contractor to fulfill this requirement.

- D. **Workers' Compensation.** Contractor agrees to provide workers' compensation insurance for all its employees in accordance with the statutory requirements of the State of Minnesota. Contractor shall also carry employers' liability coverage with minimum limits as follows: (i) \$500,000 – Bodily Injury by Disease per employee; (ii) \$500,000 – Bodily Injury by Disease aggregate; and (iii) \$500,000 – Bodily Injury by Accident.

Contractor shall, prior to commencing the Services, deliver to the City a Certificate of Insurance as evidence that the above coverages are in full force and effect. The insurance requirements may be met through any combination of primary and umbrella/excess insurance. Contractor's policies shall be the primary insurance to any other valid and collectible insurance available to City with respect to any claim arising out of Contractor's performance under this Agreement. Contractor's policies and Certificate of Insurance shall contain a provision that coverage afforded under the policies shall not be cancelled without at least thirty (30) days advanced written notice to the City.

- 5.5 Independent Contractor Relationship.** Client and Contractor agree that Contractor is an "independent contractor" and not an employee of Client. Contractor shall be solely and entirely responsible for its acts and for the acts of its employees, agents, and subcontractors in connection with the Services. Contractor shall be responsible for the compensation and benefits of Contractor's employees and for payment of all federal, state and local taxes payable with respect to any amounts paid to Contractor under this Agreement. No payroll or employment taxes of any kind shall be withheld or paid by Client with respect to payments to Contractor, including but not limited to, FICA, FUTA, federal and state personal income tax, state disability insurance tax and state unemployment tax. Contractor shall not be entitled to any benefits from Client, including, without limitation, insurance benefits, sick and vacation leave, workers' compensation benefits, unemployment compensation, disability, severance pay, or retirement benefits.
- 5.6 Rights in Deliverables.** All deliverables associated with the Services, and all data, information, ideas, designs, plans and creative works associated therewith, shall be the exclusive property of the Contractor, including all intellectual property rights therein.
- 5.7 Contractor's Obligations Upon Termination.** Upon the expiration or termination of this Agreement, Contractor shall furnish Client with all deliverables and work in progress associated with the Services as of the effective date of termination. Client shall have the unfettered right and freedom to use all such deliverables and work in progress as it sees fit, and to hire third parties to complete all outstanding Services as of the effective date of termination.
- 5.8 Headings.** The headings in this Agreement are intended solely for convenience of reference and shall be given no effect in the construction or interpretation of this Agreement.
- 5.9 Notices.** All notices or communications relating to this Agreement shall be in writing and shall be deemed given upon hand delivery or deposit in the United States mail, return receipt requested, and addressed as follows:

To the Client:
Wayzata City Hall
600 East Rice Street
Wayzata, MN 55391
Attention: City Manager

To Contractor:

Attention: _____

- 5.10 Governing Law; Jurisdiction; Data Practices Act.** This Agreement shall be construed in accordance with and governed by the laws of the State of Minnesota. The parties agree to submit to the jurisdiction of the courts of the State of Minnesota, and that any litigation regarding this Agreement will be brought in the state or federal courts that lie in Hennepin County, Minnesota. Contractor agrees to abide by the applicable provisions of the Minnesota Government Data Practice Act, Minnesota Statutes, Chapter 13. Contractor understands that all of the data created, collected, received, stored, used, maintained, or disseminated by Contractor in performing those functions that the Client would perform is subject to the requirements of Chapter 13, and Contractor must comply with those requirements as if it were a government entity. This does not create a duty on the part of Contractor to provide the public with access to public data if the public data is available from the Client, except as required by the terms of this Agreement.
- 5.11 Waiver.** The waiver by either party of any breach or failure to comply with any provision of this Agreement by the other party shall not be construed as or constitute a continuing waiver of such provision or a waiver of any other breach of or failure to comply with any other provision of this Agreement.
- 5.12 Savings Clause.** If any court finds any portion of this Agreement to be contrary to law, invalid, or unenforceable, the remainder of this Agreement will remain in full force and effect.
- 5.13 Counterparts.** 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.

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

Contractor

Client
City of Wayzata

By: _____

By: _____

Name: Jeff Gottstein

Name: Andrew Mullin

Title: President

Title: Mayor

Date: _____

Date: _____

By: _____

Name: Aurora Yager

Title: City Manager

Date: _____



City of Wayzata City Council Agenda Report

MEETING DATE: May 5, 2026	AGENDA ITEM: 7.j
TITLE: Approval of the Second Reading and Adoption of Ordinances 857 and 858 amending Chapter 805 - Park Dedication and the Fee Schedule	
PROPOSED MOTION: To Approve the Second Reading and Adopt Ordinances 857 and 858 amending Chapter 805 - Park Dedication and the Fee Schedule	
PREPARED BY: Haily Hedblom, Planner	
REVIEWED BY: Alex Sharpe, Community Development Director, Aurora Yager, City Manager	

ACTION REQUESTED:

Staff recommends approval of the second reading and adoption of Ordinances 857 and 858 amending Chapter 805 - Park Dedication and the Fee Schedule.

FINANCIAL OR BUDGET CONSIDERATION:

New subdivisions would generate fee-in-lieu parkland dedication when land dedication is not possible or appropriate for the site development.

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

Sustain Community Character & Safety

The City is committed to maintaining community character through thoughtful development regulations and collection of parkland dedication fees when applicable for subdivisions.

BACKGROUND:

On March 24, 2026, the City Council discussed potential ordinance revisions to Section 1006.15 of the City's Subdivision Ordinance (Public Sites and Open Spaces – Parkland Dedication), with a focus on fee-in-lieu provisions where land dedication is not feasible or appropriate. Staff presented applicable State Statute requirements, relevant case law, the City's current ordinance provisions, and a proposed fee methodology developed in coordination with WSB.

The Council discussion highlighted Wayzata's high land values relative to surrounding communities and the resulting challenge this presents in maintaining the City's parkland-to-resident ratio. The Council expressed support for the proposed fee-in-lieu methodology and noted that additional differentiation between single-family, townhome, and multi-family residential uses may be appropriate. The current draft ordinance applies a uniform residential fee and anticipates that further refinements may be considered in future amendments.

Research of other communities found that many park dedication ordinances include provisions for allowing credits to the park dedication fee when a Planned Unit Development (PUD) is proposed. This approach has become a best practice as it encourages developers, particularly for larger projects, to incorporate on-site amenities for residents such as pools, dog parks, and other community features. This benefits the community by reducing demand on the overall park system while creating more desirable townhome and multi-family developments.

During preparation of the final draft ordinance, staff and the City Attorney confirmed that amendments to park dedication requirements must be adopted by ordinance in accordance with State Statute. Additionally, when fees exceed \$5,000, State Statute requires a public hearing prior to adoption. Staff therefore recommends that the proposed fee amounts be incorporated into the City's fee schedule, consistent with other City-imposed fees.

The City Council considered the first reading of the Ordinance at the April 21 meeting and approved the amendments with a 5-0 vote.

ATTACHMENTS:

1. Draft Ordinance 857 Amending Subdivision Parkland Fees
2. Draft Ordinance 858 Fee Schedule for Parkland Fees

CITY OF WAYZATA
HENNEPIN COUNTY, MINNESOTA
ORDINANCE NO. 857

**AN ORDINANCE AMENDING PART X (SUBDIVISIONS)
OF THE WAYZATA CITY CODE ON FEES IN LIEU OF PARKLAND DEDICATION**

WHEREAS, City Council and staff have held workshops to discuss potential amendments to Chapter 1006 of the City's Subdivision Ordinance that would change the calculation of cash fees in lieu of parkland dedication when a subdivision is too small for practical dedication of public land, or if no land in the subdivision is suitable for such use;

WHEREAS, City staff and consultants have analyzed the City's current park needs and plans, the fair market value of real estate in the City, the impacts of new development and related demands on the City's park system, the standards of state law, and have recommended to Council certain amendments to the Subdivision Ordinance that are set forth in this Ordinance; and

WHEREAS, City Council concurs with the findings and recommendations of City staff, and that such amendments will better balance the standards of state law and the City's continuing need for healthy and vibrant parks as set forth in the City's Comprehensive Plan and plans adopted by the City for its parks.

NOW THEREFORE, THE CITY OF WAYZATA ORDAINS:

Section 1. Amendments to Subsection 1006.15.I of the Subdivision Ordinance - Public Sites and Open Spaces (Parkland Dedication). Subsection 1006.15.I of City Code is hereby amended to read in its entirety as follows:

- I. When a subdivision is too small for practical dedication of public land, or if no land in the subdivision is suitable for such use, the applicant may be required to pay as follows, an equivalent cash fee for all or part of the portion to be dedicated.
 1. Each single-family lot is required to pay a cash fee as established by ordinance.
 2. Each two-family lot is required to pay a cash fee as established by ordinance.
 3. All other residential construction is required to pay a cash fee as established by ordinance. The City Council may, at its discretion, grant a credit towards this fee if the proposed development is part of a PUD that provides, when completed, recreation facilities for its residents' use. Such recreational facilities may include, but are not limited to, swimming pools, tennis courts and open spaces suitable for active pastimes. The amount of any such credit shall be based on recommendations of City staff.
 4. Commercial and industrial land is required to pay a cash fee as established by ordinance.

Section 2. Amendment to Subsection 1006.15.O of the Subdivision Ordinance.
Subsection 1006.15.O of City Code is hereby deleted in its entirety and subsequent sections of Chapter 1006 recodified accordingly.

~~O. If an applicant is unable to make a commitment to the City as to the type of building that well be constructed on lots in the proposed plat, then the land and cash contribution requirement will be a reasonable amount as determined by the City Council.~~

Section 2. Effective Date. This Ordinance will become effective upon passage and publication.

Adopted by the City Council this ____ day of _____, 2026.

Andrew Mullin
Mayor

ATTEST:

Aurora Yager
City Manager

First Reading:
Second Reading:
Publication:

CITY OF WAYZATA
HENNEPIN COUNTY, MINNESOTA
ORDINANCE NO. 858

AN ORDINANCE AMENDING FEE SCHEDULE

WHEREAS, the City has adopted Ordinance 858 providing for equivalent cash fees in lieu of parkland dedication required under the Subdivision Ordinance to be established by ordinance.

NOW THEREFORE, THE CITY OF WAYZATA ORDAINS:

The City's current fee schedule is hereby amended to include the following fees in lieu of parkland dedication required under Section 1006.15 of the Subdivision Ordinance:

Single Family Residential Lots	\$12,500 per unit
Townhome Residential Lots	\$12,500 per unit
Multifamily Residential Lots	\$12,500 per unit
Commercial Lots	\$7,000 per 1,000 sq. ft. of commercial space

Section 2. Effective Date. This Ordinance will become effective upon passage and publication.

Adopted by the City Council this ____ day of _____, 2026.

Andrew Mullin
Mayor

ATTEST:

Aurora Yager
City Manager

First Reading:
Second Reading:
Publication:



City of Wayzata City Council Agenda Report

MEETING DATE: May 5, 2026	AGENDA ITEM: 7.k
TITLE: Approval of Second Reading and Adoption of Ordinance 860 Amending the Official Zoning Map of the City of Wayzata at 1022/1042 Wayzata Blvd East.	
PROPOSED MOTION: To Approve the Second Reading and Adopt Ordinance 860 Amending the Official Zoning Map of the City of Wayzata at 1022 and 1042 Wayzata Blvd East.	
PREPARED BY: Haily Hedblom, Planner	
REVIEWED BY: Alex Sharpe, Community Development Director, Aurora Yager, City Manager	

ACTION REQUESTED:

Staff recommends approval of the second reading and adoption of Ordinance 860 amending the Official Zoning Map of the City of Wayzata to rezone the property, 1022/1042 Wayzata Blvd East, from “C-3 Service District” to “PUD Planned Unit Development” District.

FINANCIAL OR BUDGET CONSIDERATION:

Park dedication fees, typical building permit and other permit related fees, would be collected with the development of this parcel/project.

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

Sustain Community Character and Safety

The City strives to manage thoughtful development that balances property rights with the existing character of Wayzata's unique residential neighborhoods.

BACKGROUND:

On April 21, 2026, the City Council approved the Final PUD Development Agreement for Walser Lamborghini at 1022/1042 Wayzata Blvd East. A final step in the PUD process is amendment of the City's Official Zoning Map from the existing C-3 district zoning to PUD zoning. The findings and approval for this action were a part of Resolution 12-2026. The rezoning ordinance requires two readings, the first of which was approved by City Council during the April 21, 2026 meeting.

ATTACHMENTS:

1. Draft Ordinance 860 Rezoning 1022 and 1042 Wayzata Blvd E

CITY OF WAYZATA
HENNEPIN COUNTY, MINNESOTA
DRAFT ORDINANCE NO. 860

**AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY
TO REZONE PROPERTY AT 1022 and 1042 WAYZATA BOULEVARD EAST**

THE CITY OF WAYZATA ORDAINS:

Section 1. Zoning Map Amendment

- 1.1. Rezoning. Based upon City Council Resolution 12-2026 (the “Resolution”), the Official Zoning Map of the City of Wayzata is hereby amended to change the Zoning District designation of the Property at 1022 and 1042 Wayzata Blvd E, as defined in the Resolution, from C-3 Service District to PUD Planned Unit Development District.

Section 2. Effective Date

- 2.1 This Ordinance will become effective upon passage and publication.

Adopted by the City Council this ____ day of _____ 2026.

Andrew Mullin
Mayor

ATTEST:

Aurora Yager
City Manager

First Reading:
Second Reading:
Publication:



City of Wayzata City Council Agenda Report

MEETING DATE: May 5, 2026	AGENDA ITEM: 7.I
TITLE: Approval of Amendment to Seasonal Lease Agreement for Wayzata Beach Recreational Equipment Rentals	
PROPOSED MOTION: To Approve Amendment to Seasonal Lease Agreement for Wayzata Beach Recreational Equipment Rentals	
PREPARED BY: Aurora Yager, City Manager	
REVIEWED BY:	

ACTION REQUESTED:

Staff recommends approval of the amendment to the agreement.

FINANCIAL OR BUDGET CONSIDERATION:

The proposed lease is based on the success of the business. Historically, the lease has generated approximately \$1,000 per year into the Parks and Trails Capital Fund.

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

Sustain Community Character & Safety

Supporting programming and rentals at Wayzata Beach gives recreation opportunities to residents and visitors alike.

BACKGROUND:

Wai Nani Surf and Paddle has been operating at Wayzata Beach for 15 years. The Parks and Trails Board originally recruited the business to expand water-based recreational opportunities for residents and visitors. Over the years, ownership has changed and rental offerings and programming have grown.

Wai Nani Owner Andrew Mullin, recently informed the City of his intent to sell the business and requested the City modify the existing seasonal lease agreement to assign it to the new owner, Wells Brose of ShoreShack Rentals LLC, and extend the lease term. The full request letter is attached.

Wells Brose is an established recreation equipment rental operator on Lake Minnetonka, with experience operating:

- Electric Shores (Duffy Electric Boats): Excelsior
- Paddle Tap (Pedal Boats): Spring Park and Excelsior
- Electric Trails (Bikes and E-bikes): Spring Park

The proposed agreement amendment maintains all current lease terms, with the exception of updating the owner. The amendment updates the effective date of the agreement which also resets the 5 year lease term. A red-lined version of the agreement is attached.

ATTACHMENTS:

1. Wai Nani Transfer Letter
2. Wai Nani Seasonal Lease Agreement - Track Changes
3. Wai Nani Lease Agreement Exhibits
4. MN Certificate of Organization - SHORE SHACK RENTALS LLC

Andrew Mullin
Wai Nani Surf Paddle & Pedal
315 Barry Ave N
Wayzata, MN 55391
andrew@wainanisup.com

April 30, 2026

Aurora Yager
City Manager, City of Wayzata
600 Rice Street East
Wayzata, MN 55391

RE: Update and Renewal of Recreation Equipment Rentals Seasonal Lease Agreement

Dear Aurora,

Please accept this letter as formal notification of a change in ownership for Wai Nani Surf Paddle & Pedal. I have reached an agreement to sell the business and its assets to Shore Shack Rentals, LLC, owned and operated by Wells Brose.

As we prepare for the upcoming season, I am requesting an update to the RECREATIONAL EQUIPMENT RENTALS SEASONAL LEASE AGREEMENT. Specifically, we are seeking a renewal of the lease under its current existing terms, with the primary modification being specifying the new ownership entity, Shore Shack Rentals, LLC.

Transition Details

Our goal is to ensure a seamless handoff that maintains the quality of service the Wayzata community expects.

The Buyer: Wells Brose (Shore Shack Rentals, LLC) is committed to maintaining the high standards of safety and operational excellence established by Wai Nani over the last 17 years.

Terms: We are requesting that the renewal proceed with the terms and conditions currently in place to provide continuity for the City and the public.

Timeline: We intend to finalize this transfer no later than May 29th, 2026, and we would appreciate your assistance in processing the necessary administrative updates to the lease agreement prior to that time.

I will work with Shore Shack Rentals to ensure all insurance requirements are met to the City's satisfaction and documentation of insurance coverage is recorded with the City prior to opening for the season..

It has been a privilege to operate within City of Wayzata, and I am confident that Wells Brose and Shore Shack Rentals, LLC will continue to be excellent partners for the City. Thank you for your support of local small business and for your assistance in making this a smooth handoff.

Sincerely,

A handwritten signature in black ink, appearing to read "A Mullin". The signature is fluid and cursive, with the first letter "A" being particularly prominent.

Andrew Mullin
Owner, Wai Nani Surf Paddle & Pedal

cc: Wells Brose, Shore Shack Rentals, LLC

WAYZATA BEACH RECREATIONAL EQUIPMENT RENTALS SEASONAL LEASE AGREEMENT

THIS AGREEMENT is made as of the ____ day of _____, 202~~62~~⁶² (the “Effective Date”), by and between the City of Wayzata (the “City”) and ~~Wayzata m32~~^{ShoreShack Rentals}, LLC a Minnesota Limited Liability Corporation doing business as Wai Nani Surf & Paddle with an address of 315 Barry Ave N, Wayzata

- A. The City has determined that it is in the public interest to provide recreational equipment rentals at Wayzata Beach to residents and visitors, and such rentals would be best managed and operated by a private contractor.
- B. The Lessee has submitted a Proposal to manage and operate recreational equipment rentals at Wayzata Beach, ~~commencing on or about May 23rd, 2022~~, attached hereto as Attachment B (the “Proposal”).
- C. The parties acknowledge and agree that the Lessee, in addition to operating the Business during the Operating Season, as defined herein, will be required to maintain the Leased Area in accordance with the terms of this Agreement.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained in this Agreement, and for other good and valuable consideration, the receipt and sufficiency of which is acknowledged, the parties agree as follows:

1. Definitions.
 - a. *Business* means the equipment rental business described in the Proposal.
 - b. *Leased Area* means the area depicted on Attachment A.
 - c. *Net Revenue - Sales* means the total revenue derived from the rental of equipment at the lessee’s Wayzata location, less any sales tax, booking fee, and credit cards fees thereon.
 - d. *Operating Season* means the period from the Wednesday prior to Memorial Day to one-week past Labor Day of each year, as may be extended or shortened upon notice of the City Manager based on weather and other conditions related to the health, safety and welfare of the City.
2. Term of Agreement. Unless terminated earlier pursuant to the termination provisions of this Agreement, the term of this Agreement shall be five (5) years, commencing on the Effective Date (the “Term”). The Term may be extended an additional five (5) years thereafter if agreed upon by both parties in writing.
3. Use of Leased Area. Unless specifically agreed to in writing by City, Lessee shall use the Leased Area only during the Operating Season and only for the Business. Lessee shall

not use or occupy the Leased Area or knowingly permit the Leased Area to be used or occupied: contrary to any statute, rule, order, ordinance, requirement or regulation applicable thereto; or in any manner which would cause damage to, or cause the value or usefulness of the Leased Area or any part thereof substantially to diminish (reasonable wear and tear excepted); which would adversely affect City's activities on property owned by City adjacent to the Leased Area; or which would constitute a public or private nuisance or waste. Lessee shall promptly upon discovery of any such prohibited use take all necessary steps to compel the discontinuance of such use. Lessee may store its existing City approved non-permanent portable building, furniture, fixtures, solar power and rental equipment in the Leased Area between Operating Seasons and in such case Lessee shall insure such property as required hereunder during the Operating Season. The Lessee shall have no other rights or obligations under this Lease with respect to the Leased Area except during the Operating Season, provided it meets all of its obligations during the Operating Season.

4. Operations of the Business by Lessee.

- a. *General Description of Business.* Lessee shall manage and operate recreational equipment rentals at Wayzata Beach during the Operating Season in accordance with the Proposal.
- b. *Hours of Operation.* The Business shall operate on the Leased Area daily from 3 pm – 7pm Monday – Friday & 11am – 7pm Saturday - Sunday. during the Operating Season. Lessee may extend the hours of operation for the Leased Area only upon the prior written approval of the City Manager. Lessee shall have right to close the Leased Area during inclement weather conditions.
- c. *Staffing.* Lessee shall, at its sole cost, be responsible for providing adequate staffing for the Business at the Leased Area.
- d. *Rental Equipment / Pricing.* Lessee shall offer the recreational equipment at the prices shown on Attachment C.
- e. *Inventory.* Lessee shall, at its sole cost, maintain adequate inventory for all items rented at the Leased Area.
- f. *Other Obligations Under This Agreement.* Lessee shall perform such other duties and obligations as specifically set forth herein.

5. No Discounts to City Employees. Lessee shall not provide any rental equipment or other offering of the Business to City employees at a discount or without charge.

6. Condition of Leased Area.

- a. *"As Is".* Lessee hereby agrees to accept the Leased Area "as is", in its current condition, without any representation from City as to the condition, state of repair, existence of latent or apparent defects, or safety of the Leased Area, and City shall not be obligated to make or pay for any improvements to the Leased Area prior to

the first Operating Season.

- b. *Repair and Maintenance - Obligations of City.* The City will maintain grass and landscaping around the Leased Area, and will provide appropriate lighting, an additional security camera, and lock for the lessee's non-permanent portable building at the Leased Area. City does not warrant that any of the foregoing will be free from temporary interruption for reasons beyond City's control. Such temporary interruption of service shall never be deemed an eviction or disturbance of Lessee's use and possession of the Leased Area or render City liable to Lessee for damages, or relieve Lessee from performance of Lessee's obligations under this Agreement. The parties acknowledge that the City obligations under this section shall be performed in accordance with its practices consistent with its maintenance of similar facilities within the City.
- c. *Repair and Maintenance - Obligations of Lessee.* Lessee agrees that it will undertake the following responsibilities with regard to the Leased Area and Business during the term of this Agreement:
 - i. Keep the Leased Area and surrounding area customarily used by Lessee's customers reasonably free from trash, rubbish, and surfaces cleaned on a daily basis, including tables, benches and chairs.
 - ii. Provide trash receptacles on the Leased Area and, as necessary, empty such receptacles into the City dumpsters for removal.
 - iii. Lessee shall promptly pay City, upon request, an amount equal to any cost incurred by City in repairing any part (structural or otherwise) of the Leased Area where such repairs were made necessary by the negligence of or misuse by the Lessee, its agents, customers, employees or invites, except to the extent the damage or loss resulting from such negligence is covered under any policy of insurance and the full amount of such loss is paid to or on behalf of City pursuant to such insurance coverage.
 - iv. The City shall have access to the Leased Area at all times during the Operating Season, upon prior reasonable notice to Lessee, to enable the City and its agents to examine the same and to make such repairs, additions and alternations as City reasonably may deem advisable.
 - v. Lessee shall not store, keep, dispose of, transport or generate in the Leased Area or any hazardous substances or wastes or dangerous materials.
- e. *No Alterations Without Prior Approval.* Lessee shall not make any alternations to the Leased Area without the prior written approval of the City not unreasonably conditioned, withheld or delayed. All of Lessee's alterations or improvements to the Leased Area paid for by Lessee, except for non-permanent portable building, furniture, fixtures, solar power and rental equipment, shall, upon termination of

this Agreement, become the property of the City, and shall at the option of City, either remain upon and be surrendered with the Leased Area, at the termination of this Agreement, or be removed, at Lessee's expense, in which case, Lessee shall also repair all damage done to the Leased Area resulting from such alterations or improvements, and the removal thereof, by Lessee.

7. Ownership, Maintenance, Insurance and Risk of Loss of Equipment. All furniture, fixtures, and equipment owned by the Lessee, including all solar power equipment, recreational equipment, portable kiosks, storage units and non-permanent portable buildings associated with the Business, shall remain the property of the Lessee. Lessee shall be solely responsible for maintaining and cleaning all of its property and for City property used by it. During the Operating Season, Lessee shall maintain insurance covering its property maintained by and customarily used by Lessee and its customers at the Leased Area. Lessee shall name the City as an additional insured on all insurance policies relating to its use and its customers use and possession of the Leased Area and adjacent areas.
8. Signs. Lessee shall not erect, install or maintain any additional signs, advertising media, product logo displays or other signs in the Leased Area without the prior written approval of the City Manager or that are in violation of City Code.
9. Taxes. Lessee is responsible for and shall pay any sales taxes and personal property taxes. In the event the Leased Area ever becomes subject to real estate taxes, Lessee agrees to negotiate in good faith with the City to determine payment structure of real estate taxes.
10. Utilities. Not applicable.
11. Assumption of Risks. Lessee assumes all risk of loss or damage of Lessee's business or property within or related to Business or the Leased Area, including any loss or damage caused by weather, theft, vandalism or other cause. The City shall not be liable to Lessee, or those claiming through Lessee, for injury, death or property damage occurring on, in, or about the Leased Area or in connection with the Business, except as may be caused by the willful misconduct or negligence of the City. Nothing herein shall be deemed to be a waiver of any limits of liability granted the City under statutory or common laws.
12. Consideration for Use of Leased Area. As for consideration to the City for the right of the Lessee to operate the Business from the Leased Area, Lessee shall compensate the City pursuant to the terms of this Section.
 - a. *Percentage of Revenue - Sales:* Lessee shall pay to the City five percent (5%) of annual Net Revenue derived from the Business.
 - b. *Monthly Payments.* On or before the fifteenth (15th) day after every month during which the Leased Area is open for business, Lessee shall submit payment to the City of the amounts due under subparagraph a. for the prior month. Each payment shall be accompanied by a statement showing the Gross Revenues

during the payment period itemized by total daily receipts.

- c. *Monthly Audit.* Lessee shall maintain, at its main office, complete and accurate financial books and records of its operations in the Leased Area in accordance with generally accepted accounting principles. Upon reasonable notice, the City or its representatives shall be entitled to inspect the books and records of Lessee's operations related to City property during regular business hours and at Lessee's main office, at least once per Operating Season. In the event that such audit by the City or its representatives determines that the City has been underpaid or overpaid: the amount of any such underpayment shall be remitted to the City within ten (10) days of written notice to Lessee; and any such overpayment may be subtracted from future payments by Lessee.
13. Destruction of Leased Area by Fire or Casualty. If the Leased Area, or any part thereof, shall be partially or totally destroyed by fire or other casualty, the City retains the exclusive right to determine whether it will repair or rebuild the Leased Area. The City shall have at least thirty (30) days in which to determine whether to re-build the Leased Area or terminate this Lease. In the event that the City determines that it will not repair or rebuild the Leased Area and the damage to the Leased Area materially impairs the ability of the Lessee to conduct the business contemplated hereunder, either party may terminate this agreement upon thirty (30) days advance written notice to the other party. Under any such circumstances, or in the event of any interruption in the operation of the Leased Area by Lessee resulting from any fire or casualty, City shall not be liable to Lessee for any loss or interruption of business or for any loss or damage to Lessee's fixtures, furniture, furnishings or equipment, and Lessee shall not be liable to the City during such period for any consideration specified under the preceding section.
14. Indemnification. Lessee shall defend and indemnify City, its employees, agents, Lessees and invitees against all claims, demands and actions, and all related costs and expenses (including reasonable attorneys' fees) for injury, death, disability or illness of any person, or damage to property, occurring on or about the Leased Area during the Operating Season or arising from Lessee's operations on City property during the Operating Season. Notwithstanding the foregoing, Lessee shall not be obligated to indemnify City for claims, demands and actions arising out of or caused by the negligence or willful misconduct of City's employees or agents, nor for any injury, death, disability or illness of any person, or damage to property, occurring on or about the Leased Area at any time other than during the Operating Season unless any of the foregoing is related to Lessee's operations on or about the Leased Area.
15. Payment of Others. The Lessee shall pay all of the Lessee's employees, agents, and subcontractors furnishing service, labor, equipment, or materials incidental to the performance of the Lessee's obligations under this Agreement and the Lessee will furnish the City with satisfactory evidence that all of its subcontractors have been fully paid to accordance with the Lessees payment terms.
16. Assignability. The rights and obligations of the Lessee under this Agreement shall not be assignable or transferable without the prior written approval of the City, which

approval shall not be unreasonably withheld, conditioned or delayed.

17. Compliance of all Laws; Ability to Perform. The Lessee shall comply with all applicable federal, state, regional, and local laws, ordinances and regulations applicable to the Lessee. The Lessee represents and warrants to City that if a license is required, the Lessee is duly licensed and qualified to conduct business in the State of Minnesota, and that the Lessee is not aware of fact or circumstance which would prevent the Lessee from performance in accordance with this Agreement.
18. Entire Agreement; Amendments. This Agreement, and any documents incorporated herein, represent the entire integrated agreement between the Lessee and the City and supersedes all prior negotiations, representations, or agreements, either written or oral. No amendment or modification of the terms of this Agreement, except as may be expressly authorized herein, may be made and will not be effective unless agreed upon in writing by the City and the Lessee.
19. Interest of Members of City Staff. No member of the governing body, officer, employee, or agent of the City who exercises any functions or responsibilities in the carrying out of this project to which this Agreement pertains shall have any interest, financial or otherwise direct or indirect, in this Agreement. The City may terminate this Agreement if the City has reasons to believe that gratuities in any form were offered or given by the Lessee or any representative of the Lessee to any officer or employee of the City for receiving favorable treatment with respect to the award of, or the making with respect to the performance of, this Agreement.
20. Insurance. This Agreement shall be effective only upon approval by the City of acceptable evidence of the insurance coverage in amounts not less than that referenced in Minnesota Statutes Section 466.04 issued by reputable insurers authorized to conduct insurance in the State of Minnesota. Such insurance shall be in force on the date of execution of this Agreement and shall remain continuously in force until the termination of this Agreement. The Lessee shall provide evidence of workers' compensation insurance covering its employees in accordance with statutory requirements, and evidence of general liability insurance naming the City its officers and employees as additional insured's under the policy. The Lessee shall submit to the City, prior to the beginning of each operating season, certificates of insurance verifying the insurance coverage required under this Agreement.
21. Equal Opportunity Statement. The Lessee shall comply with the provisions of all applicable federal, state, and local statutes, ordinances, and regulations pertaining to human rights and non-discrimination including, without limitation, Minnesota Statutes Section 181.53 and Chapter 363A and the Wayzata Code of Ordinances, Chapter 139, incorporated herein by reference.
22. Default. If the Lessee shall vacate or abandon the Leased Area during the Operating Season; shall allow the Leased Area to be appropriated to or used for any other purpose or use than those set forth in this Agreement; or if any term, condition or covenant of this Agreement shall be violated by Lessee; then and in any of said cases Lessee shall be in

default. If such default is not cured by Lessee within (10) days for a monetary default and thirty (30) days for all other defaults, after mailing of written notice of the conditions of default, Lessee does hereby authorize and fully empower City to cancel and terminate this Agreement, and to remove all of Lessee's property therefrom. City's failure to give immediate notice of default or agreement to allow more than the respective cure period to cure a default, shall in no way constitute a waiver of any remedy available to City upon default by Lessee.

23. Termination. The City or Lessee may terminate this Agreement for any reason by giving the other party notice no less than forty-five (45) days after the end, or ninety (90) days prior to the beginning, of any Operating Season during the Term. Notwithstanding any other provision contained herein, this Agreement shall automatically terminate upon the occurrence of any of the following events:
- a. A petition by or against Lessee under the bankruptcy laws of the United States, which petition is not dismissed within ninety (90) days from the date of such filing;
 - b. The assignment by Lessee of its assets for the benefit of creditors under any state insolvency laws;
 - c. Conduct by Lessee of its business under any trustee or other person appointed pursuant to judicial proceedings; or
 - d. The taking by a court of jurisdiction of the Lessee and its assets pursuant to proceedings brought under the provisions or any federal reorganization act;
 - e. The appointment of a receiver of Lessee's assets;
 - f. A lapse in the insurance coverage Lessee is required to maintain pursuant to this Agreement which continues for ten (10) days after written notice by City to Lessee specifying such lapse in such insurance coverage.
24. Lessee's Obligations Upon Termination. Upon the expiration or termination of this Agreement, Lessee shall remove, at its expense, all of its goods and effects and other items of personal property, furniture, fixtures and equipment, repairing any damage caused, and leave the Leased Area in as good order, condition and repair as the same were in at the commencement of this Agreement, reasonable wear and tear, fire and casualty excepted. Goods and effects not removed by Lessee at the expiration or termination of this Agreement shall be considered abandoned and City may retain or dispose of the same as it deems expedient.
25. City's Right to Perform Obligations. If Lessee fails to make any payment or perform any act required to be made or performed hereunder, City, without waiving or releasing any obligation or default, may make such payment or perform such act for the account and at the expense of Lessee, and may enter upon the Leased Area or any part thereof for such purposes and take such action thereon as, in City's opinion, may be necessary or appropriate therefore. All sums so paid by City and all costs, fees and expenses so

incurred shall, upon written request for payment by City, be immediately due and payable by Lessee. Nothing herein shall create any obligation of City to make such payments.

26. Financial Statement. Upon written request, and not more than once in an Operating Season, Lessee shall provide the City access to review their Financial Statement related to the Leased Area prepared by Lessee's Certified Public Accountant.
27. Headings. The headings in this Agreement are intended solely for convenience of reference and shall be given no effect in the interpretation of this Agreement.
28. Notices. All notices or communications relating to this Agreement shall be in writing and shall be deemed given upon hand delivery or deposit in the United States mail, return receipt requested, and addressed as follows:

To the City: Wayzata City Hall
 600 East Rice Street
 Wayzata, MN 55391
 Attention: City Manager

To Lessee: ~~ShoreShack Rentals~~Wayzata m32, LLC
 315 Barry Ave N Wayzata, MN 55391
 Attention: ~~Andrew Mullin~~Wells Brose

29. Independent Contractor. The City and the Lessee agree that the relationship created by this Agreement is that of lessee and landlord and independent contractor, and not of employer and employee, a joint venture or a partnership. The Lessee retains the sole and exclusive right to control the manner, time, place and means by which the services are performed under this Agreement. The Lessee shall be solely and entirely responsible for its acts and for the acts of its employees, agents, and subcontractors in connection with the Project. The Lessee shall be responsible for the compensation and benefits of the Lessee's employees and for payment of all federal, state and local taxes payable with respect to any amounts paid to the Lessee under this Agreement. No payroll or employment taxes of any kind shall be withheld or paid with respect to payments to the Lessee including but not limited to, FICA, FUTA, federal and state personal income tax, state disability insurance tax and state unemployment tax.
30. Governing Law; Jurisdiction. This Agreement shall be construed in accordance with and governed by the laws of the State of Minnesota. The parties agree to submit to the jurisdiction of the courts of the State of Minnesota, and that any litigation related to this Agreement will be brought in the state or federal courts in Hennepin County, Minnesota.
31. Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same document.

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

CITY:

City of Wayzata, a Minnesota Municipal corporation

By: Johanna MoutonAndrew Mullin, Mayor

By: Jeffrey DahlAurora Yager, City Manager

LESSEE:

Wayzata m32ShoreShack Rentals, LLC

By: Andrew MullinWells Brose Its Owner

ATTACHMENT A

Map depicting
“Leased Area”

DRAFT

ATTACHMENT B

Lessee's proposal to manage and operated recreational equipment rentals
at Wayzata Beach

DRAFT

ATTACHMENT C
Rental Equipment / Pricing

DRAFT

ATTACHMENT A

Map depicting
“Leased Area”

250 Grove Lane East (Wayzata Beach)



ATTACHMENT B

Lessee's proposal to manage and operated recreational equipment rentals at Wayzata Beach

Operational Roadmap

- Standup Paddleboard (SUP) & Kayak Rentals
- Bikes & Ebikes
- SUP Beginner Clinics/Lessons/Demonstration of equipment
- SUP Yoga/Fitness Classes
- Hourly rentals / classes WED, THU, FRI 3-7pm & SAT – SUN 11am – 7pm or by appointment (may shorten hours based on demand)
- Lessons/Classes (Varies by Week/Demand)
- On-Site Storage & Structure
- “Sandwich” Board directing people to Beach (only out during hours of operation)
- Tear Drop Signage (only out during hours of operation)
- Age 12+ With Waiver and Rental Agreement
 - Parent/Legal Guardian must be on water with participants ages 12-15
- All renters/participants must sign liability waiver prior to entering the water
 - <https://wainanisup.com/safety-policy/>
- Full Insured (General Liability, Professional Liability, Marine Renter Liability, Workers Compensation, Property & Casualty) with City as Named Insured
- Inspection of equipment and safety plan by Hennepin County Water Patrol (Annually)
- Wai Nani will always close operations in event of inclement Wind and or Weather



Designated Operational/ Paddle Area

- Rental equipment will be stored inside locked storage structure at rental "home base" when not actively in use and during closed business hours
- After safety instruction, renters will be directed to paddle to "recommended paddle/play area" west of the swim area and along the Ferndale shoreline.

On-Site Operational Features:

- Beach Umbrella and Beach Chair at rental "home base" - stored every night
- (1) Tear Drop Flags near "home base" raised during operational hours only (put up on occasion and stored at night.)
- (1) Board/Gear Storage Unit at rental "home base" - will house bikes, kayaks paddleboards, paddles, lifejackets, leashes, storage totes and other misc. rental needs (i.e. waivers and clip boards.)



Additional Information



Existing Temporary Structure



TearDrop Signage



Sandwich Board Signage

ATTACHMENT C

Rental Equipment / Pricing

(Price does not include sales tax, booking fee or credit card fee)

Item	Description	Price
1	SUP 1 Hour Rental	\$30
2	SUP 2 Hour Rental	\$50
3	Kayak 1 Hour Rental	\$30
4	Kayak 2 Hour Rental	\$50
5	Bike 1 Hour Rental	\$25
6	Bike 2 Hour Rental	\$40
7	Bike ½ Day Rental	\$65
8	Bike Full Day Rental	\$90
9	eBike 1 Hour Rental	\$35
10	eBike 2 Hour Rental	\$50
11	eBike ½ Day Rental	\$75
12	eBike Full Day Rental	\$100

Office of the Minnesota Secretary of State Certificate of Organization

I, Steve Simon, Secretary of State of Minnesota, do certify that: The following business entity has duly complied with the relevant provisions of Minnesota Statutes listed below, and is formed or authorized to do business in Minnesota on and after this date with all the powers, rights and privileges, and subject to the limitations, duties and restrictions, set forth in that chapter.

The business entity is now legally registered under the laws of Minnesota.

Name: SHORE SHACK RENTALS LLC

File Number: 1642668200025

Minnesota Statutes, Chapter: 322C

This certificate has been issued on: 04/09/2026



A handwritten signature in black ink that reads "Steve Simon".

Steve Simon
Secretary of State
State of Minnesota

Office of the Minnesota Secretary of State
Minnesota Limited Liability Company/Articles of Organization
Minnesota Statutes, Chapter 322C



The individual(s) listed below who is (are each) 18 years of age or older, hereby adopt(s) the following Articles of Organization:

ARTICLE 1 - LIMITED LIABILITY COMPANY NAME:

SHORE SHACK RENTALS LLC

ARTICLE 2 - REGISTERED OFFICE AND AGENT(S), IF ANY AT THAT OFFICE:

Name

Address:

Desiree Jacobson

19880 Andover Pl Deephaven MN 55331 USA

ARTICLE 3 - DURATION: PERPETUAL

ARTICLE 4 - ORGANIZERS:

Name:

Address:

Desiree Jacobson

19880 Andover Pl Deephaven MN 55331 USA

Wells Brose

**3950 SUNSET DR SPRING PARK MN 55384
5600 USA**

If you submit an attachment, it will be incorporated into this document. If the attachment conflicts with the information specifically set forth in this document, this document supersedes the data referenced in the attachment.

By typing my name, I, the undersigned, certify that I am signing this document as the person whose signature is required, or as agent of the person(s) whose signature would be required who has authorized me to sign this document on his/her behalf, or in both capacities. I further certify that I have completed all required fields, and that the information in this document is true and correct and in compliance with the applicable chapter of Minnesota Statutes. I understand that by signing this document I am subject to the penalties of perjury as set forth in Section 609.48 as if I had signed this document under oath.

SIGNED BY: Thomas Mariano

MAILING ADDRESS: None Provided

EMAIL FOR OFFICIAL NOTICES: reports@fileforms.com



Work Item 1642668200025
Original File Number 1642668200025

STATE OF MINNESOTA
OFFICE OF THE SECRETARY OF STATE
FILED
04/09/2026 11:59 PM

A handwritten signature in black ink that reads "Steve Simon". The signature is written in a cursive, flowing style.

Steve Simon
Secretary of State



City of Wayzata City Council Agenda Report

MEETING DATE: May 5, 2026	AGENDA ITEM: 9.a
TITLE: Consider Award of Contract to Creekside Lawn & Landscape for the Library Path and Garden Project	
PROPOSED MOTION: To Award Contract to Creekside Lawn & Landscape for the Library Path and Garden Project	
PREPARED BY: Nick Kieser, Parks and Environment Planner	
REVIEWED BY: Mike Kelly, Public Works Director/City Engineer, Aurora Yager, City Manager	

ACTION REQUESTED:

The Parks and Trails Board and staff recommend awarding the contract for the library path and garden project to Creekside Lawn & Landscape.

FINANCIAL OR BUDGET CONSIDERATION:

The contract with Creekside Lawn & Landscape totals \$40,200 to complete the project and is below the \$53,600 budget allocated in the Parks and Trails Capital Improvement Fund. The Parks fund has adequate fund balance to cover this request (see attached updated Parks CIP Cash Flow).

2024-2026 STRATEGIC PLAN PRIORITIES RELEVANCE:

Sustain Community Character and Safety

This project will improve the community character of the Children's Garden and City Hall Park while also adding a new walking connection.

BACKGROUND:

The Parks and Trails Master Plan identifies a proposed pedestrian path connection along the east side of the Library (see attached). Prior discussions with the Parks Department and the Parks and Trails Board highlighted an opportunity to enhance the adjacent garden beds.

The project includes the following components which are shown in the attached conceptual site and planting plans:

- Installation of a new flagstone path along the east side of the Library, connecting City Hall Park to the Children's Garden
- Improvements to the garden beds within City Hall Park
- Planting of approximately ten fruit trees along the path, including apple, cherry, and plum varieties
- Irrigation of the garden beds and fruit trees

Garden bed enhancements are proposed on both the east and west sides of the lookout area. The southern garden bed will remain planted with annuals. The remaining beds will function as an edible garden, with plantings such as strawberries, raspberries, and blueberries, subject to availability. In addition, small cedar planters are proposed along the south side of the Library and would be constructed by staff.

Separately, the Wayzata Garden Club has expressed interest in funding a trellis gate at the new entrance to the Children's Garden. The proposed trellis would match the design of the existing entrance trellis at the corner of Rice Street and Broadway Avenue. Staff will continue discussions with the Wayzata Garden Club regarding this potential contribution as installation of the trellis gate could occur independently at any stage of the project. An image of the existing trellis is attached for reference.

Staff has obtained three cost estimates for completion of the project, as summarized below:

Company	Cost
Creekside Lawn & Landscape	\$40,200
MSP Outdoor Services	\$43,555
Great Northern Landscapes, Inc.	\$59,036

Based on the submitted proposals, staff recommends approval of a contract with Creekside Lawn & Landscape, as the lowest responsible bidder. Creekside previously completed the Heritage Park improvement project in 2025. If approved, the contractor has indicated availability to begin construction in early summer.

ATTACHMENTS:

1. Estimates
2. Wayzata Parks and Trails Master Plan - Children's Garden and City Hall Park
3. Site Plan
4. Garden Bed Planting Plan
5. Planting List
6. Existing Conditions Pictures
7. Parks CIP Cash Flow



Estimate #2666
Estimate Date 3/4/2026

Thank you for considering Creekside Lawn & Landscape for your project!

Below is a detailed estimate based on your requested services. Please review and let us know if you have any questions or adjustments.

To **APPROVE the estimate** click the checkbox next to the service then **push the Red ACCEPT button** below and we will get you on the schedule!

Service Name	Estimate Description	Amount
Irrigation Install	Irrigation to be installed per request from Proposal of the city of Wayzata at 630 rice street. Irrigation Scope – Side Overlook & Garden Areas The side overlook area shall be irrigated using 12-inch spray heads equipped with MP Rotator nozzles. Approximately 6-12 heads will be installed to provide efficient, even coverage of turf areas. The existing mainline will be located and clearly marked prior to construction to prevent damage during installation activities. Two (2) additional valves shall be installed at the east and southeast corners of the building to accommodate new irrigation zones. One zone will serve the newly planted edible garden trees using twenty (20) bubblers, installed at a rate of two (2) bubblers per tree, to provide adequate and consistent root-zone watering. Raised window planter boxes shall be supplied via a hard-piped individual shutoff with individual drip hubs to adjustable micro drip emitters installed to each planting area to ensure precise water delivery. Adjustable drip stakes will be utilized as needed to provide adequate coverage within planter boxes. If adequate field wiring is not available to connect to the existing controller, a separate controller shall be installed within a valve box at the location of the newly installed valves. All components will be installed to ensure durability, protection from environmental exposure, accessibility for maintenance, and reliable operation of the added irrigation zones. Upon completion of construction, the existing irrigation system shall be fully tested and run through all zones. Any damage identified as a result of construction activities shall be documented, marked, and repaired to restore the system to proper operating condition. A pre-construction system review will also be performed to identify and document any pre-existing issues. This system layout is designed to provide efficient water distribution while maintaining proper separation between turf and planting areas and supporting long-term system performance.	4200.00

Service Name	Estimate Description	Amount
Landscaping	All work will be completed in accordance with the landscape guidelines and proposal provided by the City of Wayzata. Plants, soil, and all installation materials will be supplied by Creekside Lawn & Landscape, unless otherwise noted. Mulch will be supplied by the City of Wayzata and installed by Creekside. Plant selections are subject to change based on availability from nurseries, including Gerten's and Knecht's Nursery, with any substitutions to be approved in writing prior to installation. All removed landscape materials, excluding viable plant material if directed otherwise by the City, will be disposed of at a designated city-approved disposal site. Work on east side behind the library with the stripping and removal of all existing sod, followed by excavation and grading to establish proper drainage away from the building and achieve final grade elevations. A flagstone pathway will be installed extending from the rear of the library into the existing Children's Garden, tying into existing edging. The pathway will consist of large-format flagstone, approximately 2-3 inches thick, installed over a non-woven geotextile fabric and a compacted Class 5 gravel base at a depth of 4 inches. A leveling course of sand or fine aggregate will be used for setting, and joints will be filled with approved infill material, either polymeric sand or fine crushed aggregate, as specified. A flare transition of approximately five feet will be incorporated at the south connection point. Planting on the east side will include the installation of ten 2-inch caliper edible fruit trees consisting of six apple, two plum, and two cherry varieties suitable for the planting zone. Each tree will be installed with approximately one-quarter yard of Plaisted Premium Garden Mix blended with existing soils. Additional edible plantings will be installed per the approved planting plan. Existing irrigation will be modified to include one bubbler per tree to ensure adequate establishment and long-term health. On the south side, 2 new planting beds approximately 50 feet by 11 feet will be constructed. Existing plant material, including selected plantings located in front of the windows, will be removed. Bed areas will be excavated to a depth of approximately 5-7 inches below adjacent grade to allow for proper soil placement and grading. All planting areas will receive soil installation consisting of Plastiseal planting soil placed at a finished depth. Beds will be rough and fine graded to promote positive drainage. Existing plastic landscape edging throughout designated bed areas will be removed and replaced with new steel edging. A total of approximately 150 linear feet of edging will be installed, consisting of 4-inch black steel edging with a thickness of 3/16 inch, forming clean and durable separation between turf, planting beds, and pathway areas. All planting beds will be finished with a 2-inch layer of mulch supplied by the City of Wayzata and installed by Creekside Lawn & Landscape. All planting, soil preparation, and installation practices will meet or exceed industry standards. This project includes a one-year warranty on all plant material and irrigation systems from the date of final completion. (2) Honey Crisp Apple Trees 2" (2) Honey Gold Apple Trees 2"	36000.00

Service Name	Estimate Description	Amount
	(2) Snow Sweet Apple Trees 2" (2) Mount Royal Plum Trees 2" (2) Cherry Trees 1.5+ " (6) Sunflowers #1 (5) Jostaberry Gooseberry #1 (4) Canada Red Rhubarb #1 (4) Patriot Blueberry #1 (4) NorthCountry Blueberry #1 (2) St Croix Grape #1 (3) Yezberry Solo Honey Berry #1 (20) Fort Laramie Strawberry #1 (25) Jumbo Albion Strawberry #1 (5) Dill #1 (3) Glossy Black Chokeberry #5 (5) Latham Raspberry #1 (5) Fallgold Raspberry #1 (5) Bristol Black Raspberry #1 (7) Jersey Knight Asparagus #1 (7) Purple Passion Asparagus #1 (15) Sparkle Strawberry #1 (25) Wendy Strawberry #1	
		Subtotal \$40,200.00
		Sales Tax \$0.00
		Total \$40,200.00

Estimate Total \$40,200.00

AREA 1 - EDIBLE GARDEN & NEW PLANTING BEDS

Phase	Scope Description	Cost
Demolition / Excavation	Remove existing plant material; excavate ~8" depth; haul and dispose of soil/debris	
Preparation	Install ~38 CY premium garden blend; rough/fine grading; install ~150 LF steel edging	
Installation	Install edible plantings; install mulch (provided by City); install flagstone access stones; install spray irrigation and tie-in	
Cleanup / Finalization	Final grading, cleanup, and restoration of adjacent surfaces	
Area 1 Subtotal		\$16,100

AREA 2 - FOUNDATION/WINDOW PLANTER BED

Phase	Scope Description	Cost
Demolition / Excavation	Remove plant material; excavate ~6" for bed rework	
Preparation	Install ~8 CY planting soil; rough and fine grading	
Installation	Install irrigation feed line, shutoffs, and drip hubs for planter boxes	
Cleanup	Final grading and surface restoration	
Area 2 Subtotal		\$2,900

AREA 3 - ORCHARD & FLAGSTONE PATH

Phase	Scope Description	Cost
Demolition / Excavation	Remove turf (~2,000 SF); excavate ~600 SF path corridor; haul/dispose spoils	
Preparation	Install ~600 SF geotextile; ~8 CY Class 5 base; leveling layer and joint material	
Installation	Install ~500 SF meandering flagstone path; install 10 fruit trees (2" cal); install bubblers (2/tree); install irrigation valve; construct flare and tie-in	
Cleanup / Restoration	Final grading, restoration of disturbed areas, and cleanup	
Area 3 Subtotal		\$15,750

AREA 4 - PERGOLA TRANSITION AREA

Phase	Scope Description	Cost
Demolition / Excavation	Remove ~4-6" soil in ~400 SF area; haul and dispose of debris	
Preparation / Installation	Rough/fine grading; tie-in to pergola and path	
Cleanup	Final cleanup and grading	
Area 4 Subtotal		\$1,900

IRRIGATION SYSTEM EXPANSION

Phase	Scope Description	Cost
System Installation	Install (3) new valves (2 drip pressure-regulating, 1 standard; battery if needed); install (10) spray heads (12" pop-ups); install drip lines with 2 bubblers per tree; install planter box shutoffs with poly feeds	
System Integration	Locate and mark mainline; tie into existing system; modify/cap existing heads as needed	
Testing & Repair	Full system test; repair any construction-related damage	
Irrigation Subtotal		\$6,905.00

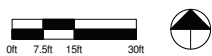
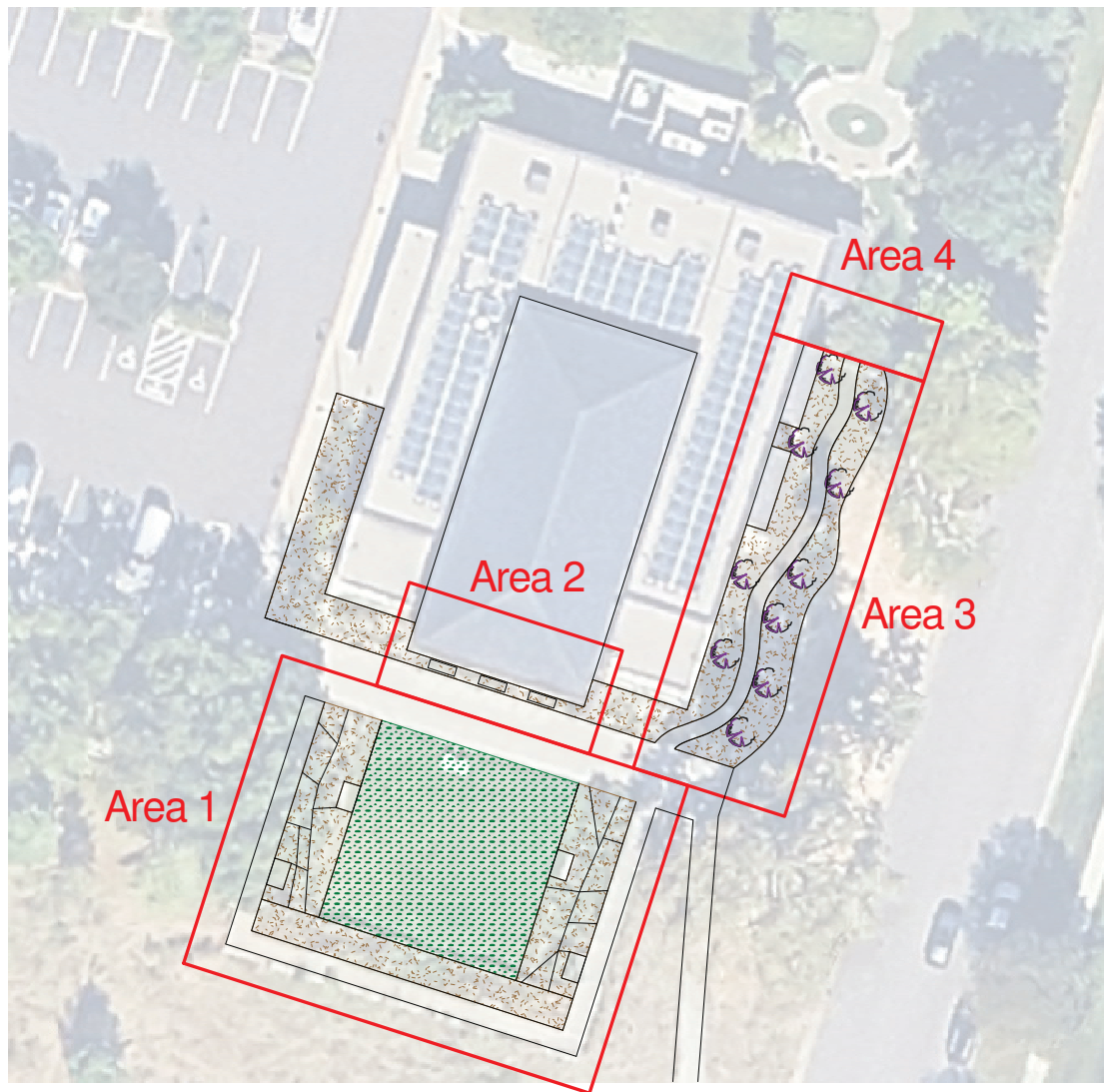
PROJECT SUMMARY

Area	Area Description	Total
Area 1 – Edible Garden	Edible Garden	\$16,100
Area 2 – Foundation Bed	Foundation Bed	\$2,900
Area 3 – Orchard & Path	Orchard & Path	\$15,750
Area 4 – Pergola Area	Pergola Area	\$1,900
Irrigation	Universal	\$6,905
Total Project		\$43,555

NOTES/INCLUSIONS/EXCLUSIONS

Notes

- This estimate is based on observed site conditions and provided scope of work. Any unforeseen conditions, including subsurface conflicts, unsuitable soils, utility conflicts, or additional scope not identified at time of bidding, may result in change orders and adjustments to the contract price.
- Irrigation scope and pricing are based on preliminary field assumptions and may be adjusted based on final layout, field conditions, or system requirements.
- Plant material includes a one (1) year warranty; warranty excludes damage due to vandalism, improper maintenance, or third-party use.
- Mulch to be provided by City of Wayzata; installation is included.
- Includes additional flagstone material for informal access stone placement within edible garden beds.



COMPANY INFO.



MSP Outdoor Services
2094 Gilbert Ave, St Paul, MN 55104
www.mspondoor.com

CLIENT INFO.



Wayzata DMV
600 Rice St E, Wayzata, MN 55391
https://www.wayzata.org

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PROJECT INFO.

Revisions

Rev. Number	Rev. Date	Revision Description
{ }	{ }	{ }
{ }	{ }	{ }
{ }	{ }	{ }
{ }	{ }	{ }
{ }	{ }	{ }
Phase:	CD	Start Date: 03.23.26
Project #:	001	Project Mgr: BP

DRAWING INFO.

Edible Landscape Design Plan

L100

Drafted By: Collin Wenberg

Design Ownership Notice:
This design is the property of MSP Outdoor Services and is provided for conceptual review only. It may not be copied, distributed, or used for construction, or implementation by another company, without written permission, or an executed contract with MSP.

Supervised By: Bryan Price



Great Northern Landscapes, Inc.

DATE: April 10, 2026
JOB: Edible Garden
FROM: Todd Kleven - GNL
RE: Request for Quote

<i>ITEM</i>	PRICE
Edible Garden / Fruit Tree Area / Raised Planter Area	\$52160.00
<i>Landscaping Notes: No Soils Included. All Excavation Done by Others.</i>	
Irrigation:	\$6876.00
<i>Irrigation Notes: No Electric. No Plumbing. No Backflow. Service to Existing System. Does NOT Include Prevailing Wage.</i>	
<i>Pricing valid through 2026 – 5-8% Increase Expected for 2027 Depending on the Market</i>	

****** *All Excavation done by Others. Bond cost is an additional 3.2% of the issued Contract Value.*

Should you have any questions and/or need any additional information provided; please do not hesitate to contact us directly.

Thank you for your consideration of our quote.

Todd Kleven
Great Northern Landscapes
toddk@gnlandscapes.com
alice@gnlandscapes.com

19720 Iguana Street NW
Elk River, MN 55330
763.441.1567 (O) 763.274.2679 (F)
www.gnlandscapes.com



CITY HALL PARK + CHILDREN'S GARDEN EXISTING CONDITIONS

CITY HALL PARK + CHILDREN'S GARDEN

EXISTING CONDITIONS

High on the hill above the downtown business district, the garden and grassy area on the south side of the library offers a spectacular all-season view of Wayzata Bay and beyond. City Hall Park is located between Wayzata City Hall at 600 Rice Street East, and the Wayzata Library. The garden, city hall, and the library are located on the original Public Square, the first park platted by Oscar Garrison in 1858. This park offers several benches for relaxing, reading a good book, or enjoying the great view of downtown Wayzata and Lake Minnetonka.

On the north side of the Wayzata Library, the Children's Garden is a special place for story time or relaxing. This this small garden can be accessed through the Wayzata Library located at 620 Rice Street East or through the gate on the northeast corner of Broadway Avenue South and Rice Street East. This facility offers a number of events geared to small children throughout the summer.

The east side of the park, adjacent to City Hall, will also feature a memorial to fallen Wayzata Police Officers. The memorial is intended to honor fallen officers, and especially the memory of Wayzata Police Sergeant James Anderson and Wayzata Police Officer

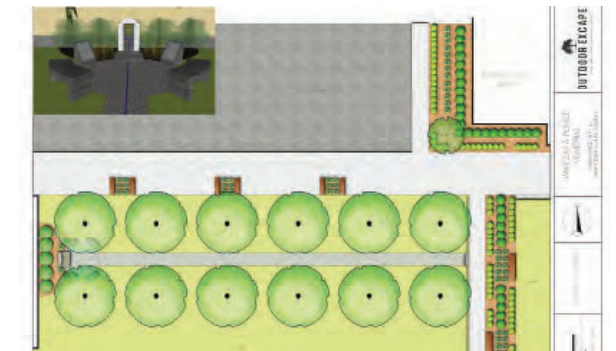
Bill Mathews who were both killed in the line of duty, while working for the City of Wayzata. The memorial will be a quiet, contemplative space featuring monuments remembering both Sgt. Anderson and Officer Mathews.



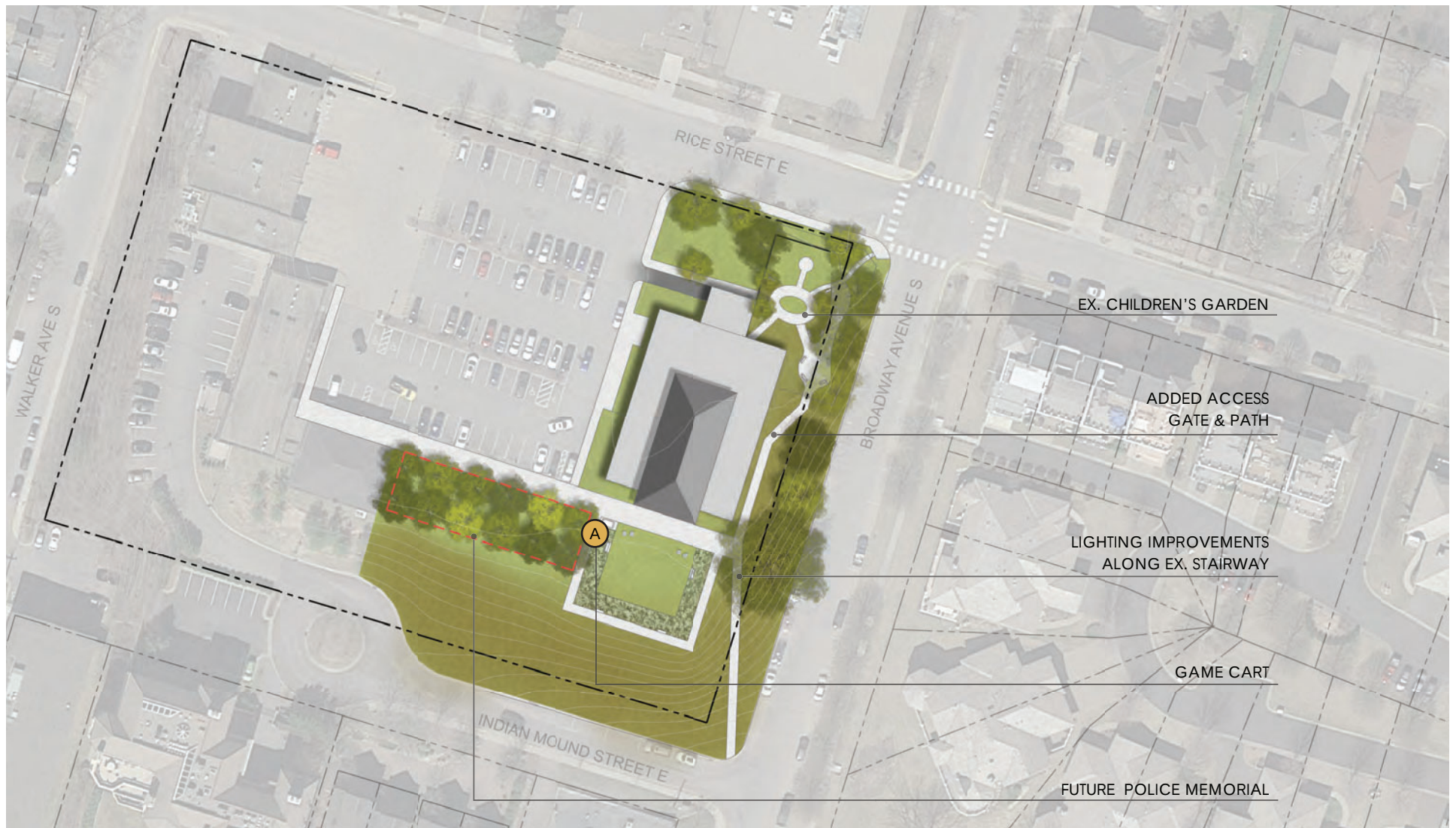
Existing lawn and library, which overlooks the Lake.



Existing Stairway leading to Lake Street



Proposed Police Memorial



CITY HALL PARK + CHILDREN'S GARDEN PROPOSED PLAN

PROPOSED DESIGN

This quiet park will remain mostly unchanged, with minor improvements including renovated path lighting along the stairs, an additional path to the children's garden for improved access, and the addition of a game cart.

IMPROVEMENT OVERVIEW

- Renovation of lighting along stairs
- Addition of gate and path
- Addition of game cart
- Misc. signs, furniture, etc



Game Cart



Existing Children's Garden



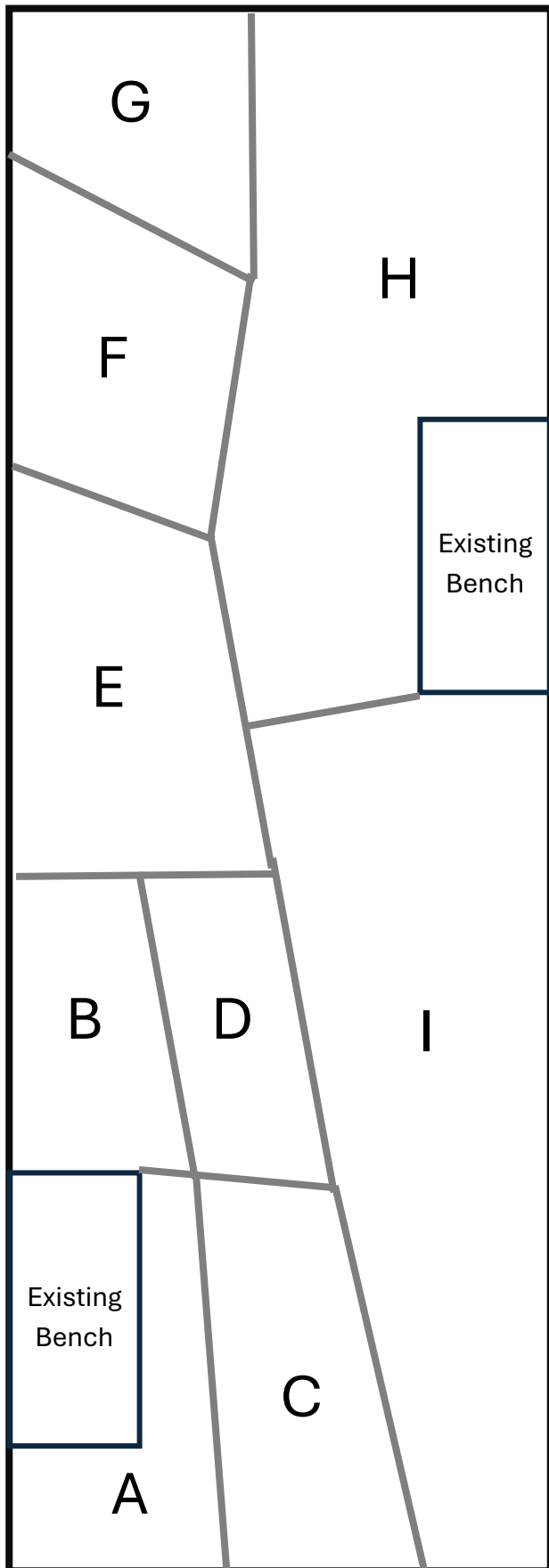
New Fence Opening w/ Entrance Arch
(to be provided by Garden Club)

Flagstone Path

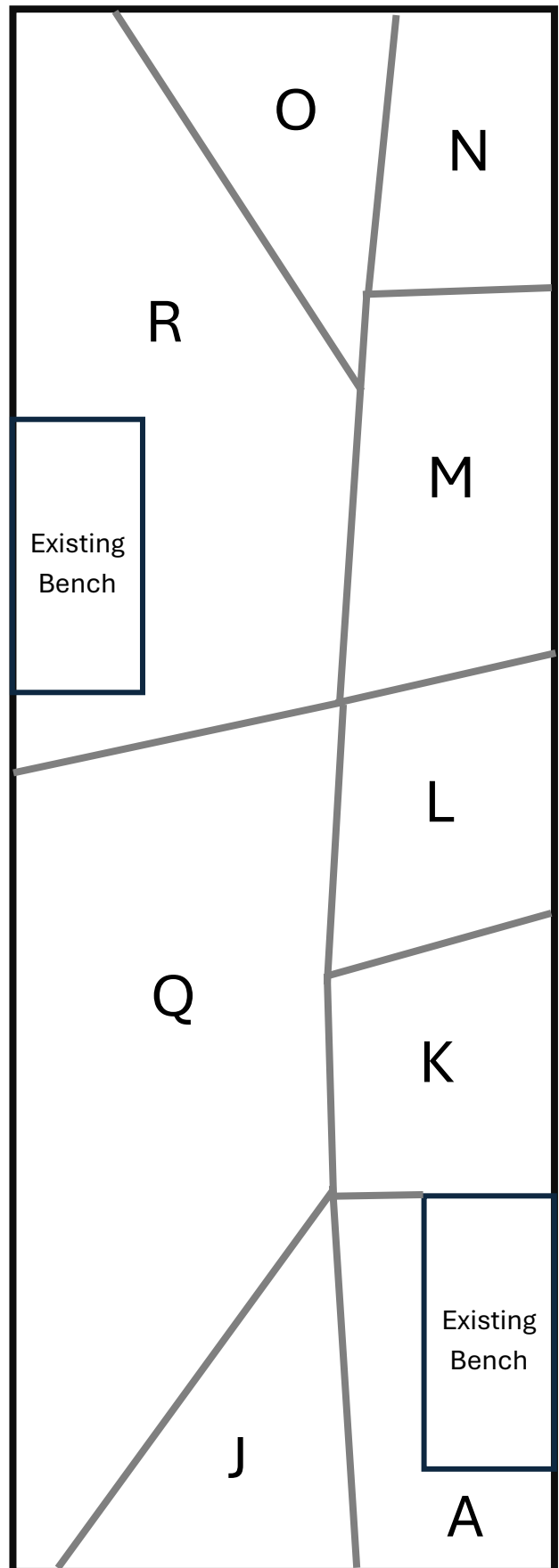
Herb Planters

Update Garden Beds
See Planting Plan

West Garden Bed Planting Plan



East Garden Bed Planting Plan



List of Garden Bed Plantings:

- A: Sunflower -Super Snack
- B: Pixwell Gooseberry (5)
- C: Rhubarb (4)
- D: Polaris Blueberry (4)
- E: North Blueberry (4)
- F: Beta Grape (2)
- G: Tundra Honey Berry (3)
- H: Fort Laramie Strawberry (20)
- I: Ozark Beauty Strawberry (25)
- J: Dill (5)
- K: Glossy Black Chokeberry (3- #5)
- L: Latham Raspberry (5)
- M: Fall Gold Raspberry (5)
- N: Bristol Black Raspberry (5)
- O: Mary Washington Asparagus (7)
- P: Purple Passion Asparagus (7)
- Q: Sparkle Strawberry (15)
- R: Wendy Strawberry (25)

*Plants based on availability

Existing Conditions (Path Area)



Existing Conditions (Path Area)



Existing Flagstone Path in Children's Garden



Existing Flagstone Path in Children's Garden



Existing Garden Bed (East)



Existing Garden Bed (West)



Existing Gate Entrance Trellis



Existing Plaque on Gate Entrance Trellis

Commemorating
the 50th Anniversary
of the Wayzata Garden Club
as it grows into the future

Parks and Trails Improvement Fund #404

Fund #404

CAPITAL PROJECT SUMMARY

Estimated Cost (with Inflation)

Project Year	Project	Current Cost	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Other Funding Source	Other Funding Source Amount
2025	Miscellaneous Plantings	20,600	20,600	-	-	-	-	-	-	-	-	-	-	-	-
2025	Planting, Removal, & Maintenance of City Trees (EAB Management)	80,000	80,000	-	-	-	-	-	-	-	-	-	-	-	-
2025	Klapprich Park Improvements	2,687,000	2,687,000	-	-	-	-	-	-	-	-	-	-	TIF	140,198
2026	Irrigation Audit	15,000	-	15,500	-	-	-	-	-	-	-	-	-	-	-
2026	Wrought iron fence maintenance - Children's Garden	16,300	-	16,800	-	-	-	-	-	-	-	-	-	-	-
2026	Wrought iron fence maintenance - Heritage Park	25,800	-	26,600	-	-	-	-	-	-	-	-	-	-	-
2026	Wrought iron fence maintenance - Post Office Park	25,800	-	26,600	-	-	-	-	-	-	-	-	-	-	-
2026	City Hall Addition of gate and path/garden update	52,000	-	53,600	-	-	-	-	-	-	-	-	-	-	-
2026	Planting, Removal, & Maintenance of City Trees (EAB Management)	77,700	-	80,000	-	-	-	-	-	-	-	-	-	-	-
2026	Lake Street Dogwood replacement (N Side 28,100, S Side 58,000)	86,100	-	88,700	-	-	-	-	-	-	-	-	-	-	-
2027	Heritage Addition of lounge seating, tables and chairs (4), picnic game area	27,400	-	-	29,100	-	-	-	-	-	-	-	-	-	-
2027	Park Signage/Park Name Signs	50,000	-	-	53,000	-	-	-	-	-	-	-	-	-	-
2027	Planting, Removal, & Maintenance of City Trees (EAB Management)	75,400	-	-	80,000	-	-	-	-	-	-	-	-	-	-
2027	Shaver Park Design Development and Construction Documents	109,300	-	-	116,000	-	-	-	-	-	-	-	-	-	-
2028	Broadway Stairway Renovation of lighting	50,000	-	-	-	54,600	-	-	-	-	-	-	-	-	-
2028	Planting, Removal, & Maintenance of City Trees (EAB Management)	73,200	-	-	-	80,000	-	-	-	-	-	-	-	-	-
2028	Beach+Shaver Park Improvements: Shade structure, hammock/art poles, picnic plaza, parking lot, volleyball courts, park building renovation, fire place	527,100	-	-	-	576,000	-	-	-	-	-	-	-	-	-
2029	Eastman Ln Addition of interpretive signage	9,300	-	-	-	-	10,500	-	-	-	-	-	-	-	-
2029	Klapp+Bell Restriping and resurfacing of (4) pickleball (includes expansion of courts)	46,400	-	-	-	-	52,200	-	-	-	-	-	-	-	-
2029	Planting, Removal, & Maintenance of City Trees (EAB Management)	71,100	-	-	-	-	80,000	-	-	-	-	-	-	-	-
2029	Eastman Ln Addition of trail and boardwalk	184,400	-	-	-	-	207,500	-	-	-	-	-	-	-	-
2030	Community Gardens Initial Install and Fencing	36,200	-	-	-	-	-	42,000	-	-	-	-	-	-	-
2030	Planting, Removal, & Maintenance of City Trees (EAB Management)	69,100	-	-	-	-	-	80,100	-	-	-	-	-	-	-
2031	Resurface Wayzata Middle School Tennis Courts (includes replacement of net posts)	45,700	-	-	-	-	-	-	54,600	-	-	-	-	-	-
2031	Planting, Removal, & Maintenance of City Trees (EAB Management)	67,100	-	-	-	-	-	-	80,100	-	-	-	-	-	-
2032	Locust Hills Park-Identify Future Needs	8,800	-	-	-	-	-	-	-	10,800	-	-	-	-	-
2032	Planting, Removal, & Maintenance of City Trees (EAB Management)	65,000	-	-	-	-	-	-	-	79,900	-	-	-	-	-
		\$ 5,347,600	\$ 2,787,600	\$ 307,800	\$ 278,100	\$ 710,600	\$ 350,200	\$ 122,100	\$ 134,700	\$ 90,700	\$ -	\$ -	\$ -	\$ -	\$ 317,298

Parks and Trails Improvement Fund #404

PROJECTED CASH FLOWS

	2025 Actual	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
REVENUES											
Investment earnings	110,500	4,089	2,206	529	-	-	-	-	-	156	3,053
Charges for services	87,785	90,419	93,131	95,925	98,803	101,767	104,820	107,964	111,203	114,540	117,976
Park Dedication	-	-	-	-	-	-	-	-	-	-	-
Rental Earnings	-	-	-	-	-	-	-	-	-	-	-
Donations	25,000	10,000	-	-	-	-	-	-	-	-	-
Misc. Revenues	-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	223,285	104,508	95,338	96,454	98,803	101,767	104,820	107,964	111,203	114,695	121,029
EXPENDITURES											
Capital Outlay	2,271,653	307,800	278,100	710,600	350,200	122,100	134,700	90,700	-	-	-
TOTAL EXPENDITURES	2,271,653	307,800	278,100	710,600	350,200	122,100	134,700	90,700	-	-	-
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	(2,048,368)	(203,292)	(182,762)	(614,146)	(251,397)	(20,333)	(29,880)	17,264	111,203	114,695	121,029
OTHER FINANCING (USES) AND SOURCES											
Prepaid Costs from Prior Year	-	-	-	-	-	-	-	-	-	-	-
Proceeds from TIF	-	-	-	-	-	-	-	-	-	-	-
Other project funding revenue	-	-	-	-	-	-	-	-	-	-	-
Transfer - 2009 Street and Big Woods Bond Issuance excess	-	-	-	-	-	-	-	-	-	-	-
Transfer In - Excess Reserves	100,000	-	-	-	-	-	-	-	-	-	-
Transfer In - Marina Fund	15,000	15,000	15,000	50,000	100,000	100,000	150,000	175,000	175,000	175,000	175,000
Transfer In - Tree and Planting Fund	-	-	-	-	-	-	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	115,000	15,000	15,000	50,000	100,000	100,000	150,000	175,000	175,000	175,000	175,000
NET CHANGE IN FUND BALANCES	(1,933,368)	(188,292)	(167,762)	(564,146)	(151,397)	79,667	120,120	192,264	286,203	289,695	296,029
FUND BALANCES, JANUARY 1	\$ 2,342,309	\$ 408,941	\$ 220,649	\$ 52,887	\$ (511,259)	\$ (662,657)	\$ (582,990)	\$ (462,870)	\$ (270,605)	\$ 15,598	\$ 305,293
FUND BALANCES, DECEMBER 31	\$ 408,941	\$ 220,649	\$ 52,887	\$ (511,259)	\$ (662,657)	\$ (582,990)	\$ (462,870)	\$ (270,605)	\$ 15,598	\$ 305,293	\$ 601,322

10k Lions donation