Wayzata City Council Workshop Meeting Agenda
Wayzata City Hall Community Room, 600 Rice Street
WEDNESDAY, August 3, 2016

WORKSHOP TOPICS FOR DISCUSSION:

1. Council & Staff Budget Workshop **(4:30 PM)** Page 2
2. Meeting with Mill Street Parking Ramp Steering Committee **(6:00 PM or immediately following)** Page 28

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

Date: August 3, 2016

To: Mayor Willcox and Councilmembers

From: Jeff Dahl, City Manager
Steve McDonald, Contracted Finance Director

Subject: 2017 General Fund Budget

Introduction

Enclosed is the 2017 preliminary general fund budget as prepared by City Staff with data received from the July 27, 2016 City Departmental Work Session. Key highlights from that meeting are: -

- Addition of Office Assistant to assist Administration & Finance as well as support the operations of Planning & Zoning, Water, Sewer, and Refuse.
- Reduction of $15,000 for general liability insurance expense to reflect historical trend.
- Increase of $23,000 to fire contract revenue to reflect proposed 2017 contracts with Woodland and Orono.

A preliminary budget and tax levy must be approved and certified with the County by September 30, 2017. The development of the annual budget, to which the general fund is foundational, is a comprehensive process that includes the Mayor and Council, Staff input, budget work sessions, and ultimately the preparation of a final budget document to be approved by City Council in December. A goal of the General Fund is to continue the implementation of Council goals identified in the strategic plan while minimizing the tax levy increase. The General Fund budget, as presented, assumes a 2.67 percent general fund tax levy increase.

Changes for 2017

The biggest change to the 2017 general fund budget is the addition of a support staff person to better distribute the current administrative workload and improve turnaround time on important tasks. Other changes are reduced election wages due to an off-year election cycle, additional hours for the Police Records Management position and a $20,000 reduction in the TIF admin transfer to match current activity.

Tax Levy Summary

Overall, the tax levy includes levies for general operations, City infrastructure, and debt service. The levy includes an overall 2.46 percent increase from 2016. The 2016 budgeted and 2017 proposed tax levies are listed below:

	2016	2017 Prelim	Increase (Decrease)	% change
General	$ 4,056,795	$ 4,164,995	$ 108,200	2.67%
City infrastructure	210,000	210,000	-	0.00%
Bonds				
G.O. Street Reconstruction Bonds, Series 2009B (Ferndale)	34,030	33,240	(790)	-2.32%
Big Woods	213,520	217,193	3,673	1.72%
Total City tax levy	$ 4,514,345	$ 4,625,428	$ 111,083	2.46%

Summary of the City's Tax Capacity

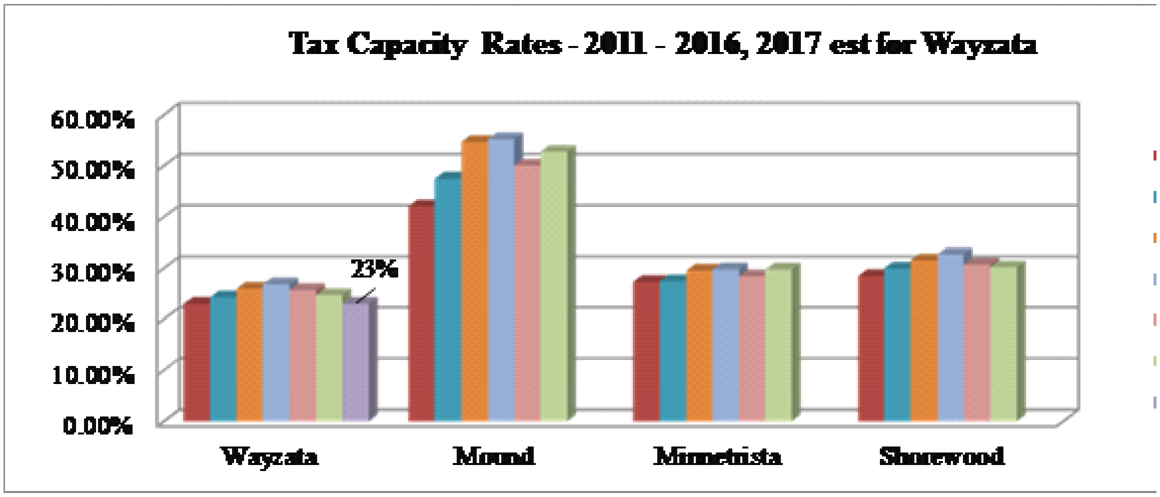
The past two years with comparison to the average percentage change for Hennepin County is listed below:

	2015 Pay 2016	2016 Pay 2017	% Change (Wayzata)	% Change (Suburban Hennepin)
Commercial	$ 6,092,540	$ 6,453,496	5.92%	19.47%
Industrial	300,096	83,160	-72.29%	8.86%
Apartment	1,712,649	1,856,416	8.39%	44.50%
Residential	13,368,907	14,714,679	10.07%	12.52%
Other	25,200	26,160	3.81%	-3.10%
Total	$ 21,499,392	$ 23,133,911	7.60%	16.43%

The current tax capacity and historical tax capacity rates are summarized below for Wayzata and three relatively comparable Lake Minnetonka Cities. The major difference between Wayzata and the three comparable cites is the large commercial tax base.

	Wayzata	Mound	Minnetrista	Shorewood
Commercial	$ 6,453,496	$ 681,030	$ 95,432	$ 736,666
Industrial	83,160	150,190	46,370	184,260
Apartment	1,856,416	242,285	-	26,113
Residential	14,714,679	10,889,012	14,921,491	16,481,743
Other	26,160	11,340	489,288	23,921
Total	$ 23,133,911	$ 11,973,857	$ 15,552,581	$ 17,452,703

Following is a summary of Wayzata's tax rate history compared to these communities.



Tax Capacity Rates - 2011 - 2016, 2017 est for Wayzata
60.00%
50.00%
40.00%
30.00%
20.00%
10.00%
0.00%
23%
Wayzata
Mound
Minnetrista
Shorewood

General Fund Budget Summary

	Actual		Budget			Perc
	2014	2015	2016	2017	Increase / Decrease From PY	Chan
REVENUES						
Taxes	4,025,293	3,858,556	4,056,795	4,164,995	108,200	
Franchise fees	79,619	81,215	82,000	82,000	0	
Licenses and permits	793,420	657,955	405,225	438,375	33,150	
Intergovernmental	201,188	193,931	183,400	189,600	6,200	
Charges for services	832,032	857,988	698,084	732,213	34,129	
Fines and forfeitures	78,985	89,360	73,500	73,500	0	
Interest	36,506	24,559	35,000	25,000	-10,000	-
Miscellaneous	5,636	10,266	5,000	5,000	0	
Transfers in	145,000	125,000	190,000	170,000	-20,000	-
TOTAL REVENUES	6,197,679	5,898,830	5,729,004	5,880,683	151,679	

	Actual		Budget			Perc
	2014	2015	2016	2017	Increase / Decrease From PY	Chan
EXPENDITURES						
Mayor and council	$ 36,730	$ 46,946	$ 46,236	$ 47,336	1,100	
Administrative and finance	1,826,966	1,487,664	681,262	702,796	21,534	
Assessing	51,607	56,442	53,500	62,900	9,400	
Planning and zoning	108,840	148,662	123,038	142,073	19,035	
General government buildings	200,575	183,279	219,300	238,100	18,800	
Police protection	1,531,925	1,571,060	1,649,689	1,647,883	(1,806)	
Fire protection	500,705	476,609	344,305	346,885	2,580	
Building inspections	224,792	249,733	255,127	236,729	(18,398)	
Emergency management	2,599	5,186	5,350	5,350	-	
Health inspections	28,394	30,877	32,000	32,000	-	
Streets	714,968	711,220	549,125	550,912	1,787	
Street lighting	68,545	70,086	72,750	78,000	5,250	
Engineering	125,415	175,771	195,626	200,762	5,136	
Parks, recreation and forestry	450,786	481,357	543,922	597,483	53,561	
Unallocated	177,391	170,215	957,774	991,474	33,700	
TOTAL EXPENDITURES	6,050,238	5,865,107	5,729,004	5,880,683	151,679	
Excess (Deficient) Revenue	$147,441	$33,723	$0	$0	$ -	

Revenue changes:

- Interest income adjusted to reflect market
- Transfers in adjusted to reflect the reduced TIF admin transfer.

Expenditure changes:

- Assessing increase to reflect the current contract.
- Building operations and maintenance increased for building contractual services.
- A city wellness program is proposed at a cost of $5,000.
- Planning and zoning increased to reflect new staff position.
- Building inspections decrease reflects the retirement of the current department head
- Parks increased due to the council approved hire mid-year 2016 that will continue through the 2017 budget.

Other potential expenditures for discussion

- Tablets for Council and related software - $20,000

CITY OF WAYZATA
2017 General Fund Budget Summary

Dept Descr	2015 Amount	2016 Budget	2017 Budget
Act Type R Revenue			
All Departments	$5,413,963.79	$5,093,954.00	$5,111,220.00
Police	$595,905.67	$515,650.00	$533,550.00
Fire	$112,956.64	$119,400.00	$127,713.00
Act Type R Revenue	$6,122,826.10	$5,729,004.00	$5,772,483.00
Act Type E Expenditure			
Mayor and Council	-$46,945.55	-$46,236.00	-$47,336.00
Administration & Finance	-$1,711,667.25	-$681,262.00	-$702,796.00
Assessing	-$56,442.00	-$53,500.00	-$62,900.00
Planning and Zoning	-$148,660.74	-$123,038.00	-$142,073.00
Building Operations & Maint.	-$183,278.84	-$219,300.00	-$238,100.00
Police	-$1,525,905.39	-$1,595,689.00	-$1,595,883.00
Crime Control and Investigate	-$45,154.31	-$54,000.00	-$52,000.00
Fire	-$476,608.66	-$344,305.00	-$346,885.00
Building Inspection	-$249,731.41	-$255,127.00	-$236,729.00
Emergency Management	-$5,185.81	-$5,350.00	-$5,350.00
Streets	-$711,218.41	-$549,125.00	-$550,912.00
Health Inspections	-$30,877.00	-$32,000.00	-$32,000.00
Engineering	-$175,771.38	-$195,626.00	-$200,762.00
Parks	-$481,356.11	-$543,922.00	-$597,483.00
Boulevard Maint. And lighting	-$70,085.62	-$72,750.00	-$78,000.00
Unallocated Expenditures	-$170,215.27	-$957,774.00	-$991,474.00
Act Type E Expenditure	-$6,089,103.75	-$5,729,004.00	-$5,880,683.00
	$33,722.35	$0.00	-$108,200.00

CITY OF WAYZATA
2017 REVENUE BUDGET

Account Descr	2015 Amt	2016 Budget	2017 Budget	Budget Change from PY
FUND 101 GENERAL FUND				
R 101-00000-31010 Property Taxes	$3,858,555.79	$4,056,795.00	$4,056,795.00	$0.00
R 101-00000-32110 Alchoholic Beverages	$106,653.83	$90,500.00	$100,000.00	$9,500.00
R 101-00000-32120 Health	$49,498.50	$36,000.00	$36,000.00	$0.00
R 101-00000-32140 Cigarette License	$0.00	$250.00	$375.00	$125.00
R 101-00000-32160 Trade License	$6,249.00	$4,500.00	$5,000.00	$500.00
R 101-00000-32170 Amusements	$0.00	$0.00	$0.00	$0.00
R 101-00000-32180 Rental License	$17,409.00	$16,400.00	$20,000.00	$3,600.00
R 101-00000-32190 Misc License	$8,428.48	$5,000.00	$5,000.00	$0.00
R 101-00000-32210 Building Permits	$338,617.46	$178,175.00	$190,000.00	$11,825.00
R 101-00000-32222 Heating Permits	$62,949.52	$31,550.00	$33,000.00	$1,450.00
R 101-00000-32230 Plumbing Permits	$38,015.46	$20,350.00	$22,000.00	$1,650.00
R 101-00000-32250 Beach Parking Permits	$0.00	$0.00	$0.00	$0.00
R 101-00000-32290 Misc Permits	$28,317.28	$20,000.00	$25,000.00	$5,000.00
R 101-00000-33160 Other Federal Grants	$0.00	$0.00	$0.00	$0.00
R 101-00000-33422 Misc State Aid Grants	$10,286.89	$20,000.00	$12,000.00	-$8,000.00
R 101-00000-34104 Plan Check Fee	$181,917.47	$101,425.00	$105,000.00	$3,575.00
R 101-00000-34105 Copies	$96.00	$50.00	$50.00	$0.00
R 101-00000-34106 Project Inspection	$155,042.40	$147,000.00	$155,000.00	$8,000.00
R 101-00000-34107 Passport Processing	$0.00	$0.00	$0.00	$0.00
R 101-00000-34108 Admin Charges to Other Fun	$0.00	$0.00	$0.00	$0.00
R 101-00000-34110 Planning Charges	$0.00	$0.00	$12,000.00	$12,000.00
R 101-00000-34190 Charges for Services/Gen Go	$30,831.38	$27,859.00	$20,000.00	-$7,859.00
R 101-00000-34942 Grave Openings	$6,757.00	$5,000.00	$5,000.00	$0.00
R 101-00000-36210 Interest Earnings	$24,553.05	$35,000.00	$25,000.00	-$10,000.00
R 101-00000-36211 Blvd. Lights & Maint.	$81,215.14	$82,000.00	$82,000.00	$0.00
R 101-00000-36221 Library Rent	$14,598.34	$16,700.00	$16,700.00	$0.00
R 101-00000-36222 Depot Rent	$4,300.00	$4,400.00	$10,300.00	$5,900.00
R 101-00000-39101 Sales of General Fixed Asset	$30,406.25	$0.00	$0.00	$0.00
R 101-00000-39200 Interfund Operating Transfe	$349,000.00	$190,000.00	$170,000.00	-$20,000.00
R 101-00000-39400 Misc.Revenues	$10,265.55	$5,000.00	$5,000.00	$0.00
R 101-42100-32240 Animal Licenses	$1,817.00	$2,500.00	$2,000.00	-$500.00
R 101-42100-33416 Police Training Reimbursem	$11,159.29	$3,000.00	$11,000.00	$8,000.00
R 101-42100-33421 Insurance Premium Tax-Poli	$95,707.28	$90,000.00	$90,000.00	$0.00
R 101-42100-33422 Misc State Aid Grants	$8,606.40	$5,000.00	$8,600.00	$3,600.00
R 101-42100-33620 Other County Grants/Aid	$0.00	$0.00	$0.00	$0.00
R 101-42100-34108 Admin Charges to Other Fun	$54,391.00	$45,000.00	$45,000.00	$0.00
R 101-42100-34109 Police Charges for Services	$19,765.84	$8,000.00	$15,000.00	$7,000.00
R 101-42100-34211 Accidents Reports	$20.00	$150.00	$100.00	-$50.00
R 101-42100-34212 Fingerprinting	$1,020.00	$1,200.00	$1,200.00	$0.00
R 101-42100-34213 Impound Fees	$131.00	$300.00	$150.00	-$150.00
R 101-42100-34214 Alarm Charges	$2,504.00	$2,000.00	$2,000.00	$0.00
R 101-42100-34998 Police Services - Long Lake	$311,424.00	$285,000.00	$285,000.00	$0.00
R 101-42100-35101 Court Fines	$88,257.86	$73,000.00	$73,000.00	$0.00
R 101-42100-35103 Administrative PD Fines	$0.00	$0.00	$0.00	$0.00
R 101-42100-35106 Misc Fines	$1,102.00	$500.00	$500.00	$0.00
R 101-42200-33420 Insurance Premium Tax-Fire	$64,846.64	$63,000.00	$65,000.00	$2,000.00
R 101-42200-33422 Misc State Aid Grants	$3,325.00	$2,400.00	$3,000.00	$600.00
R 101-42200-34201 Fire Contracts	$44,785.00	$54,000.00	$59,713.00	$5,713.00
R 101-42200-34202 Fire Calls	$0.00	$0.00	$0.00	$0.00
R 101-42200-34203 Fire Misc.	$0.00	$0.00	$0.00	$0.00
FUND 101 GENERAL FUND	$6,122,826.10	$5,729,004.00	$5,772,483.00	$43,479.00

CITY OF WAYZATA
2017 Budget - GF Expenditures

Account Descr	2015 Amt	2016 Budget	2017 Budget	%Diff from Cur Yr 2016	Budget Change from PY
FUND 101 GENERAL FUND					
Dept 41100 Mayor and Council					
E 101-41100-103 Part-Time Employees	$24,000.00	$24,000.00	$24,000.00	0.00%	$0.00
E 101-41100-122 FICA	$1,835.96	$1,836.00	$1,836.00	0.00%	$0.00
E 101-41100-210 Operating Supplies (GENERAL)	$672.45	$200.00	$200.00	0.00%	$0.00
E 101-41100-302 Consultants	$12,273.00	$11,000.00	$12,000.00	9.09%	$1,000.00
E 101-41100-331 Mileage & Expense Account	$2,009.03	$1,800.00	$1,800.00	0.00%	$0.00
E 101-41100-433 Dues, Licensing & Seminars	-$76.00	$1,000.00	$1,000.00	0.00%	$0.00
E 101-41100-493 Volunteer program	$5,045.56	$6,000.00	$6,000.00	0.00%	$0.00
E 101-41100-499 Miscellaneous	$1,185.55	$400.00	$500.00	25.00%	$100.00
Dept 41100 Mayor and Council	$46,945.55	$46,236.00	$47,336.00	2.38%	$1,100.00

Account Descr	2015 Amt	2016 Budget	2017 Budget	%Diff from Cur Yr 2016	Budget Change from PY
Dept 41500 Administration & Finance					
E 101-41500-101 Full-Time Employees Regular	$335,189.41	$308,437.00	$314,569.00	1.99%	$6,132.00
E 101-41500-102 Overtime	$1,241.25	$0.00	$0.00	0.00%	$0.00
E 101-41500-103 Part-Time Employees	$31,542.32	$27,844.00	$20,224.00	-27.37%	-$7,620.00
E 101-41500-121 PERA	$25,292.41	$24,156.00	$24,643.00	2.02%	$487.00
E 101-41500-122 FICA	$26,554.41	$26,490.00	$26,195.00	-1.11%	-$295.00
E 101-41500-130 Employer Paid Ins	$45,939.45	$44,835.00	$45,065.00	0.51%	$230.00
E 101-41500-200 Office Supplies (GENERAL)	$12,402.35	$11,000.00	$12,400.00	12.73%	$1,400.00
E 101-41500-301 Auditing and Acct g Services	$54,617.35	$63,000.00	$63,000.00	0.00%	$0.00
E 101-41500-302 Consultants	$31,202.49	$10,000.00	$20,000.00	100.00%	$10,000.00
E 101-41500-304 Legal Fees	$151,344.66	$80,000.00	$80,000.00	0.00%	$0.00
E 101-41500-306 Personnel Expense	$3,651.39	$2,500.00	$8,000.00	220.00%	$5,500.00
E 101-41500-311 Data Processing	$35,809.08	$38,000.00	$38,000.00	0.00%	$0.00
E 101-41500-324 Internet/Web Page	$0.00	$0.00	$2,200.00	0.00%	$2,200.00
E 101-41500-331 Mileage & Expense Account	$3,056.96	$3,500.00	$3,500.00	0.00%	$0.00
E 101-41500-350 Printing & Publishing	$4,112.67	$5,000.00	$5,000.00	0.00%	$0.00
E 101-41500-404 Repairs/Maint - Machin/Equip	$1,995.06	$5,000.00	$8,000.00	60.00%	$3,000.00
E 101-41500-433 Dues, Licensing & Seminars	$24,882.99	$15,000.00	$20,000.00	33.33%	$5,000.00
E 101-41500-497 Credit Card Fees	$5,323.05	$8,000.00	$5,000.00	-37.50%	-$3,000.00
E 101-41500-499 Miscellaneous	$4,711.08	$7,500.00	$6,000.00	-20.00%	-$1,500.00
E 101-41500-540 Equipment	$1,048.87	$1,000.00	$1,000.00	0.00%	$0.00
E 101-41500-720 Operating Transfers - Equip.	$105,250.00	$0.00	$0.00	0.00%	$0.00
E 101-41500-721 Operating Transfers - Building	$806,500.00	$0.00	$0.00	0.00%	$0.00
Dept 41500 Administration & Finance	$1,711,667.25	$681,262.00	$702,796.00	3.16%	$21,534.00

Account Descr	2015 Amt	2016 Budget	2017 Budget	%Diff from Cur Yr 2016	Budget Change from PY
Dept 41550 Assessing					
E 101-41550-210 Operating Supplies (GENERAL)	$0.00	$500.00	$500.00	0.00%	$0.00
E 101-41550-302 Consultants	$56,442.00	$53,000.00	$62,400.00	17.74%	$9,400.00
Dept 41550 Assessing	$56,442.00	$53,500.00	$62,900.00	17.57%	$9,400.00

Account Descr	2015 Amt	2016 Budget	2017 Budget	%Diff from Cur Yr 2016	Budget Change from PY
Dept 41910 Planning and Zoning					
E 101-41910-101 Full-Time Employees Regular	$91,518.88	$83,909.00	$101,178.00	20.58%	$17,269.00
E 101-41910-121 PERA	$5,512.68	$6,293.00	$7,588.00	20.58%	$1,295.00
E 101-41910-122 FICA	$6,020.07	$6,419.00	$7,740.00	20.58%	$1,321.00
E 101-41910-130 Employer Paid Ins	$10,494.84	$13,917.00	$12,567.00	-9.70%	-$1,350.00
E 101-41910-210 Operating Supplies (GENERAL)	$90.23	$0.00	$0.00	0.00%	$0.00
E 101-41910-302 Consultants	$27,917.70	$5,000.00	$5,000.00	0.00%	$0.00
E 101-41910-309 Contractual Services	$144.00	$0.00	$0.00	0.00%	$0.00
E 101-41910-331 Mileage & Expense Account	$95.00	$500.00	$500.00	0.00%	$0.00
E 101-41910-433 Dues, Licensing & Seminars	$3,313.00	$3,500.00	$4,000.00	14.29%	$500.00
E 101-41910-492 HPB	$3,520.84	$3,500.00	$3,500.00	0.00%	$0.00
E 101-41910-499 Miscellaneous	$33.50	$0.00	$0.00	0.00%	$0.00
Dept 41910 Planning and Zoning	$148,660.74	$123,038.00	$142,073.00	15.47%	$19,035.00

Account Descr	2015 Amt	2016 Budget	2017 Budget	%Diff from Cur Yr 2016	Budget Change from PY
Dept 41940 Building Operations & Maint.					
E 101-41940-210 Operating Supplies (GENERAL)	$3,003.79	$4,000.00	$4,000.00	0.00%	$0.00
E 101-41940-309 Contractual Services	$0.00	$0.00	$10,000.00	0.00%	$10,000.00
E 101-41940-321 Telephone	$27,765.37	$23,000.00	$25,000.00	8.70%	$2,000.00
E 101-41940-381 Electric Utilities	$47,492.70	$50,000.00	$52,500.00	5.00%	$2,500.00
E 101-41940-383 Fuel, oil and natural gas	$17,414.32	$32,000.00	$33,600.00	5.00%	$1,600.00
E 101-41940-386 Other Utilities	$4,502.83	$5,000.00	$5,000.00	0.00%	$0.00
E 101-41940-401 Repairs/Maint Buildings	$10,761.01	$50,600.00	$50,000.00	-1.19%	-$600.00
E 101-41940-404 Repairs/Maint - Machin/Equip	$20,672.27	$22,300.00	$25,000.00	12.11%	$2,700.00
E 101-41940-409 Maint services & Improv	$28,939.03	$32,000.00	$32,000.00	0.00%	$0.00
E 101-41940-499 Miscellaneous	$227.52	$400.00	$1,000.00	150.00%	$600.00
E 101-41940-721 Operating Transfers - Building	$22,500.00	$0.00	$0.00	0.00%	$0.00
Dept 41940 Building Operations & Maint.	$183,278.84	$219,300.00	$238,100.00	8.57%	$18,800.00

Account Descr	2015 Amt	2016 Budget	2017 Budget	%Diff from Cur Yr 2016	Budget Change from PY
Dept 42100 Police					
E 101-42100-101 Full-Time Employees Regular	$973,420.29	$1,059,932.00	$1,070,873.00	1.03%	$10,941.00
E 101-42100-102 Overtime	$29,354.41	$21,000.00	$21,000.00	0.00%	$0.00
E 101-42100-103 Part-Time Employees	$12,562.50	$28,080.00	$44,928.00	60.00%	$16,848.00
E 101-42100-105 Temporary Employees Overtime	$9,470.40	$11,000.00	$11,000.00	0.00%	$0.00
E 101-42100-121 PERA	$158,544.09	$156,682.00	$163,521.00	4.36%	$6,839.00
E 101-42100-122 FICA	$14,567.39	$20,480.00	$22,082.00	7.82%	$1,602.00
E 101-42100-130 Employer Paid Ins	$170,035.38	$185,115.00	$156,379.00	-15.52%	-$28,736.00
E 101-42100-200 Office Supplies (GENERAL)	$1,514.70	$2,300.00	$2,200.00	-4.35%	-$100.00
E 101-42100-210 Operating Supplies (GENERAL)	$3,334.44	$3,300.00	$3,500.00	6.06%	$200.00
E 101-42100-212 Motor Fuels	$24,873.04	$30,700.00	$20,100.00	-34.53%	-$10,600.00
E 101-42100-217 Uniforms	$7,041.57	$11,000.00	$11,000.00	0.00%	$0.00
E 101-42100-240 Small Tools and Minor Equip	$655.99	$1,050.00	$1,300.00	23.81%	$250.00
E 101-42100-306 Personnel Expense	$35.99	$1,000.00	$1,000.00	0.00%	$0.00
E 101-42100-309 Contractual Services	$13,586.41	$13,000.00	$14,000.00	7.69%	$1,000.00
E 101-42100-323 Radio Units	$15,748.71	$15,800.00	$16,000.00	1.27%	$200.00
E 101-42100-331 Mileage & Expense Account	$2,267.83	$2,000.00	$2,100.00	5.00%	$100.00
E 101-42100-350 Printing & Publishing	$1,710.76	$1,700.00	$1,700.00	0.00%	$0.00
E 101-42100-404 Repairs/Maint - Machin/Equip	$10,520.75	$9,200.00	$10,000.00	8.70%	$800.00
E 101-42100-409 Maint services & Improv	$676.56	$650.00	$700.00	7.69%	$50.00
E 101-42100-433 Dues, Licensing & Seminars	$2,702.00	$2,200.00	$2,500.00	13.64%	$300.00
E 101-42100-434 Training and schools	$12,970.85	$14,500.00	$15,000.00	3.45%	$500.00
E 101-42100-499 Miscellaneous	$2,507.94	$2,500.00	$2,500.00	0.00%	$0.00
E 101-42100-540 Equipment	$1,203.39	$2,500.00	$2,500.00	0.00%	$0.00
E 101-42100-720 Operating Transfers - Equip.	$46,600.00	$0.00	$0.00	0.00%	$0.00
E 101-42100-721 Operating Transfers - Building	$10,000.00	$0.00	$0.00	0.00%	$0.00
Dept 42100 Police	$1,525,905.39	$1,595,689.00	$1,595,883.00	0.01%	$194.00

Account Descr	2015 Amt	2016 Budget	2017 Budget	%Diff from Cur Yr 2016	Budget Change from PY
Dept 42120 Crime Control and Investigate					
E 101-42120-304 Legal Fees	$39,714.50	$47,000.00	$45,000.00	-4.26%	-$2,000.00
E 101-42120-308 Prisoner Care	$5,439.81	$6,000.00	$6,000.00	0.00%	$0.00
E 101-42120-309 Contractual Services	$0.00	$1,000.00	$1,000.00	0.00%	$0.00
Dept 42120 Crime Control and Investigate	$45,154.31	$54,000.00	$52,000.00	-3.70%	-$2,000.00

Account Descr	2015 Amt	2016 Budget	2017 Budget	%Diff from Cur Yr 2016	Budget Change from PY
Dept 42200 Fire					
E 101-42200-103 Part-Time Employees	$85,022.69	$103,000.00	$107,000.00	3.88%	$4,000.00
E 101-42200-122 FICA	$6,504.25	$7,880.00	$8,185.00	3.87%	$305.00
E 101-42200-200 Office Supplies (GENERAL)	$155.19	$200.00	$200.00	0.00%	$0.00
E 101-42200-210 Operating Supplies (GENERAL)	$7,008.87	$7,500.00	$7,500.00	0.00%	$0.00
E 101-42200-212 Motor Fuels	$4,387.73	$4,050.00	$4,500.00	11.11%	$450.00
E 101-42200-217 Uniforms	$11,852.63	$12,000.00	$12,000.00	0.00%	$0.00
E 101-42200-240 Small Tools and Minor Equip	$8,953.87	$9,000.00	$9,000.00	0.00%	$0.00
E 101-42200-241 Safety equip/testings	$8,220.45	$8,000.00	$9,000.00	12.50%	$1,000.00
E 101-42200-306 Personnel Expense	$5,864.06	$10,000.00	$8,000.00	-20.00%	-$2,000.00
E 101-42200-323 Radio Units	$16,731.74	$20,000.00	$20,000.00	0.00%	$0.00
E 101-42200-331 Mileage & Expense Account	$1,255.88	$2,500.00	$2,500.00	0.00%	$0.00
E 101-42200-381 Electric Utilities	$5,112.63	$5,000.00	$5,000.00	0.00%	$0.00
E 101-42200-383 Fuel, oil and natural gas	$5,502.36	$10,000.00	$10,000.00	0.00%	$0.00
E 101-42200-404 Repairs/Maint - Machin/Equip	$8,937.96	$17,000.00	$15,000.00	-11.76%	-$2,000.00
E 101-42200-409 Maint services & Improv	$713.39	$3,500.00	$3,500.00	0.00%	$0.00
E 101-42200-433 Dues, Licensing & Seminars	$1,628.00	$3,000.00	$2,500.00	-16.67%	-$500.00
E 101-42200-434 Training and schools	$8,811.83	$10,000.00	$10,000.00	0.00%	$0.00
E 101-42200-437 Payments to Organizations	$45,675.00	$45,675.00	$47,000.00	2.90%	$1,325.00
E 101-42200-438 Payment to Fire Relief 2% Aid	$64,846.64	$63,000.00	$63,000.00	0.00%	$0.00
E 101-42200-499 Miscellaneous	$3,423.49	$3,000.00	$3,000.00	0.00%	$0.00
E 101-42200-720 Operating Transfers - Equip.	$153,000.00	$0.00	$0.00	0.00%	$0.00
E 101-42200-721 Operating Transfers - Building	$23,000.00	$0.00	$0.00	0.00%	$0.00
Dept 42200 Fire	$476,608.66	$344,305.00	$346,885.00	0.75%	$2,580.00

Account Descr	2015 Amt	2016 Budget	2017 Budget	%Diff from Cur Yr 2016	Budget Change from PY
Dept 42400 Building Inspection					
E 101-42400-101 Full-Time Employees Regular	$147,685.78	$152,451.00	$140,906.00	-7.57%	-$11,545.00
E 101-42400-103 Part-Time Employees	$31,865.76	$30,345.00	$31,246.00	2.97%	$901.00
E 101-42400-121 PERA	$13,005.56	$13,285.00	$12,649.00	-4.79%	-$636.00
E 101-42400-122 FICA	$13,087.44	$13,716.00	$12,902.00	-5.93%	-$814.00
E 101-42400-130 Employer Paid Ins	$21,075.50	$24,330.00	$23,226.00	-4.54%	-$1,104.00
E 101-42400-200 Office Supplies (GENERAL)	$0.00	$300.00	$300.00	0.00%	$0.00
E 101-42400-212 Motor Fuels	$743.48	$500.00	$800.00	60.00%	$300.00
E 101-42400-303 Engineering Fees	$6,442.50	$0.00	$0.00	0.00%	$0.00
E 101-42400-304 Legal Fees	$1,955.60	$2,500.00	$0.00	-100.00%	-$2,500.00
E 101-42400-309 Contractual Services	$5,212.50	$7,000.00	$7,000.00	0.00%	$0.00
E 101-42400-331 Mileage & Expense Account	$0.00	$500.00	$500.00	0.00%	$0.00
E 101-42400-404 Repairs/Maint - Machin/Equip	$0.00	$200.00	$200.00	0.00%	$0.00
E 101-42400-433 Dues, Licensing & Seminars	$8,382.29	$7,000.00	$7,000.00	0.00%	$0.00
E 101-42400-499 Miscellaneous	$275.00	$500.00	$0.00	-100.00%	-$500.00
E 101-42400-540 Equipment	$0.00	$2,500.00	$0.00	-100.00%	-$2,500.00
Dept 42400 Building Inspection	$249,731.41	$255,127.00	$236,729.00	-7.21%	-$18,398.00

Account Descr	2015 Amt	2016 Budget	2017 Budget	%Diff from Cur Yr 2016	Budget Change from PY
Dept 42500 Emergency Management					
E 101-42500-409 Maint services & Improv	$3,826.81	$2,700.00	$2,700.00	0.00%	$0.00
E 101-42500-433 Dues, Licensing & Seminars	$1,359.00	$2,650.00	$2,650.00	0.00%	$0.00
Dept 42500 Emergency Management	$5,185.81	$5,350.00	$5,350.00	0.00%	$0.00

Account Descr	2015 Amt	2016 Budget	2017 Budget	%Diff from Cur Yr 2016	Budget Change from PY
Dept 43100 Streets					
E 101-43100-101 Full-Time Employees Regular	$266,744.74	$291,814.00	$302,216.00	3.56%	$10,402.00
E 101-43100-102 Overtime	$16,049.65	$20,000.00	$20,000.00	0.00%	$0.00
E 101-43100-103 Part-Time Employees	$4,105.27	$5,500.00	$5,500.00	0.00%	$0.00
E 101-43100-121 PERA	$21,936.73	$23,131.00	$23,911.00	3.37%	$780.00
E 101-43100-122 FICA	$19,267.22	$24,014.00	$24,810.00	3.31%	$796.00
E 101-43100-130 Employer Paid Ins	$59,432.76	$63,566.00	$66,875.00	5.21%	$3,309.00
E 101-43100-200 Office Supplies (GENERAL)	$1,597.61	$1,000.00	$1,300.00	30.00%	$300.00
E 101-43100-210 Operating Supplies (GENERAL)	$5,284.05	$4,300.00	$4,800.00	11.63%	$500.00
E 101-43100-212 Motor Fuels	$17,752.55	$21,500.00	$15,300.00	-28.84%	-$6,200.00
E 101-43100-216 Chemicals and Chem Products	$10,166.66	$14,800.00	$14,100.00	-4.73%	-$700.00
E 101-43100-217 Uniforms	$1,351.33	$1,600.00	$1,700.00	6.25%	$100.00
E 101-43100-220 Repair/Maint Supply (GENERAL)	$11,075.90	$21,300.00	$13,300.00	-37.56%	-$8,000.00
E 101-43100-226 Sign Repair Materials	$16,083.46	$14,100.00	$15,100.00	7.09%	$1,000.00
E 101-43100-229 Dirt, Sand and gravel	$6,361.59	$10,700.00	$10,600.00	-0.93%	-$100.00
E 101-43100-240 Small Tools and Minor Equip	$1,251.73	$2,400.00	$2,900.00	20.83%	$500.00
E 101-43100-241 Safety equip/testings	$1,011.35	$1,600.00	$1,700.00	6.25%	$100.00
E 101-43100-303 Engineering Fees	$294.42	$700.00	$700.00	0.00%	$0.00
E 101-43100-323 Radio Units	$2,032.20	$3,000.00	$3,100.00	3.33%	$100.00
E 101-43100-331 Mileage & Expense Account	$657.90	$1,200.00	$1,300.00	8.33%	$100.00
E 101-43100-404 Repairs/Maint - Machin/Equip	$467.44	$6,200.00	$6,300.00	1.61%	$100.00
E 101-43100-409 Maint services & Improv	$5,533.68	$11,200.00	$9,700.00	-13.39%	-$1,500.00
E 101-43100-415 Other Equipment Rentals	$1,071.70	$2,200.00	$2,300.00	4.55%	$100.00
E 101-43100-433 Dues, Licensing & Seminars	$3,254.63	$2,700.00	$2,800.00	3.70%	$100.00
E 101-43100-499 Miscellaneous	$1,233.84	$600.00	$600.00	0.00%	$0.00
E 101-43100-720 Operating Transfers - Equip.	$108,200.00	$0.00	$0.00	0.00%	$0.00
E 101-43100-721 Operating Transfers - Building	$34,000.00	$0.00	$0.00	0.00%	$0.00
E 101-43100-722 Operating Transfers - Streets	$95,000.00	$0.00	$0.00	0.00%	$0.00
Dept 43100 Streets	$711,218.41	$549,125.00	$550,912.00	0.33%	$1,787.00

Account Descr	2015 Amt	2016 Budget	2017 Budget	%Diff from Cur Yr 2016	Budget Change from PY
Dept 43200 Health Inspections					
E 101-43200-210 Operating Supplies (GENERAL)	$0.00	$0.00	$0.00	0.00%	$0.00
E 101-43200-309 Contractual Services	$30,877.00	$32,000.00	$32,000.00	0.00%	$0.00
Dept 43200 Health Inspections	$30,877.00	$32,000.00	$32,000.00	0.00%	$0.00

Account Descr	2015 Amt	2016 Budget	2017 Budget	%Diff from Cur Yr 2016	Budget Change from PY
Dept 43300 Engineering					
E 101-43300-101 Full-Time Employees Regular	$125,219.32	$144,083.00	$152,983.00	6.18%	$8,900.00
E 101-43300-121 PERA	$8,995.42	$10,348.00	$10,993.00	6.23%	$645.00
E 101-43300-122 FICA	$9,264.17	$10,701.00	$11,359.00	6.15%	$658.00
E 101-43300-130 Employer Paid Ins	$15,222.36	$22,244.00	$17,223.00	-22.57%	-$5,021.00
E 101-43300-210 Operating Supplies (GENERAL)	$157.35	$1,000.00	$1,020.00	2.00%	$20.00
E 101-43300-212 Motor Fuels	$1,064.10	$1,000.00	$400.00	-60.00%	-$600.00
E 101-43300-323 Radio Units	$0.00	$250.00	$500.00	100.00%	$250.00
E 101-43300-331 Mileage & Expense Account	$677.66	$900.00	$1,000.00	11.11%	$100.00
E 101-43300-404 Repairs/Maint - Machin/Equip	$7.51	$300.00	$400.00	33.33%	$100.00
E 101-43300-433 Dues, Licensing & Seminars	$2,082.50	$4,200.00	$4,284.00	2.00%	$84.00
E 101-43300-499 Miscellaneous	$380.99	$600.00	$600.00	0.00%	$0.00
E 101-43300-720 Operating Transfers - Equip.	$2,700.00	$0.00	$0.00	0.00%	$0.00
E 101-43300-721 Operating Transfers - Building	$10,000.00	$0.00	$0.00	0.00%	$0.00
Dept 43300 Engineering	$175,771.38	$195,626.00	$200,762.00	2.63%	$5,136.00

Account Descr	2015 Amt	2016 Budget	2017 Budget	%Diff from Cur Yr 2016	Budget Change from PY
Dept 45200 Parks					
E 101-45200-101 Full-Time Employees Regular	$182,134.61	$241,819.00	$276,877.00	14.50%	$35,058.00
E 101-45200-102 Overtime	$16,211.96	$15,300.00	$15,600.00	1.96%	$300.00
E 101-45200-103 Part-Time Employees	$50,485.89	$67,000.00	$67,600.00	0.90%	$600.00
E 101-45200-121 PERA	$14,479.74	$19,029.00	$21,681.00	13.94%	$2,652.00
E 101-45200-122 FICA	$17,828.13	$24,535.00	$27,286.00	11.21%	$2,751.00
E 101-45200-130 Employer Paid Ins	$37,229.60	$53,939.00	$55,039.00	2.04%	$1,100.00
E 101-45200-140 Unemployment Comp (GENERAL)	$0.00	$0.00	$0.00	0.00%	$0.00
E 101-45200-200 Office Supplies (GENERAL)	$1,845.37	$1,000.00	$1,000.00	0.00%	$0.00
E 101-45200-210 Operating Supplies (GENERAL)	$5,857.99	$5,400.00	$5,700.00	5.56%	$300.00
E 101-45200-212 Motor Fuels	$9,414.96	$11,800.00	$7,100.00	-39.83%	-$4,700.00
E 101-45200-216 Chemicals and Chem Products	$3,104.84	$4,400.00	$4,500.00	2.27%	$100.00
E 101-45200-217 Uniforms	$1,849.77	$1,800.00	$1,800.00	0.00%	$0.00
E 101-45200-221 Equipment Parts	$773.91	$600.00	$600.00	0.00%	$0.00
E 101-45200-222 Repair & Maint - Equip	$4,191.57	$7,700.00	$7,900.00	2.60%	$200.00
E 101-45200-226 Sign Repair Materials	$0.00	$2,200.00	$2,300.00	4.55%	$100.00
E 101-45200-227 Plantings	$6,011.46	$9,000.00	$9,100.00	1.11%	$100.00
E 101-45200-229 Dirt, Sand and gravel	$5,366.23	$4,900.00	$5,200.00	6.12%	$300.00
E 101-45200-240 Small Tools and Minor Equip	$2,224.23	$2,600.00	$2,400.00	-7.69%	-$200.00
E 101-45200-241 Safety equip/testings	$1,599.42	$2,000.00	$2,000.00	0.00%	$0.00
E 101-45200-306 Personnel Expense	$0.00	$0.00	$0.00	0.00%	$0.00
E 101-45200-309 Contractual Services	$0.00	$10,500.00	$0.00	-100.00%	-$10,500.00
E 101-45200-312 Rec Program Fee/Sr. Serv	$19,408.34	$21,300.00	$41,900.00	96.71%	$20,600.00
E 101-45200-316 Weed Control	$6,395.94	$7,900.00	$8,100.00	2.53%	$200.00
E 101-45200-323 Radio Units	$1,970.00	$2,500.00	$2,600.00	4.00%	$100.00
E 101-45200-324 Internet/Web Page	$0.00	$2,200.00	$2,200.00	0.00%	$0.00
E 101-45200-331 Mileage & Expense Account	$226.17	$2,500.00	$3,100.00	24.00%	$600.00
E 101-45200-350 Printing & Publishing	$0.00	$4,300.00	$4,400.00	2.33%	$100.00
E 101-45200-404 Repairs/Maint - Machin/Equip	$579.56	$4,000.00	$5,900.00	47.50%	$1,900.00
E 101-45200-409 Maint services & Improv	$0.00	$6,400.00	$6,600.00	3.13%	$200.00
E 101-45200-415 Other Equipment Rentals	$2,347.84	$1,100.00	$1,700.00	54.55%	$600.00
E 101-45200-433 Dues, Licensing & Seminars	$2,712.75	$5,600.00	$6,700.00	19.64%	$1,100.00
E 101-45200-499 Miscellaneous	$1,850.83	$600.00	$600.00	0.00%	$0.00
E 101-45200-720 Operating Transfers - Equip.	$43,755.00	$0.00	$0.00	0.00%	$0.00
E 101-45200-721 Operating Transfers - Building	$34,000.00	$0.00	$0.00	0.00%	$0.00
E 101-45200-723 Operating Transfers - Parks	$7,500.00	$0.00	$0.00	0.00%	$0.00
Dept 45200 Parks	$481,356.11	$543,922.00	$597,483.00	9.85%	$53,561.00

Account Descr	2015 Amt	2016 Budget	2017 Budget	%Diff from Cur Yr 2016	Budget Change from PY
Dept 45203 Boulevard Maint. And lighting					
E 101-45203-220 Repair/Maint Supply (GENERAL)	$14,617.26	$10,000.00	$10,000.00	0.00%	$0.00
E 101-45203-381 Electric Utilities	$53,532.78	$57,750.00	$63,000.00	9.09%	$5,250.00
E 101-45203-406 Street lights and Signal Maint	$1,935.58	$5,000.00	$5,000.00	0.00%	$0.00
Dept 45203 Boulevard Maint. And lighting	$70,085.62	$72,750.00	$78,000.00	7.22%	$5,250.00

Account Descr	2015 Amt	2016 Budget	2017 Budget	%Diff from Cur Yr 2016	Budget Change from PY
Dept 49200 Unallocated Expenditures					
E 101-49200-212 Motor Fuels	$0.00	$0.00	$0.00	0.00%	$0.00
E 101-49200-322 Postage	$9,067.55	$12,000.00	$12,000.00	0.00%	$0.00
E 101-49200-361 General Liability Ins	$86,769.13	$115,000.00	$100,000.00	-13.04%	-$15,000.00
E 101-49200-365 Workers Comp Ins	$54,830.32	$55,000.00	$60,000.00	9.09%	$5,000.00
E 101-49200-437 Payments to Organizations	$0.00	$10,000.00	$10,000.00	0.00%	$0.00
E 101-49200-496 Contigencies	$19,548.27	$50,000.00	$50,000.00	0.00%	$0.00
E 101-49200-720 Operating Transfers - Equip.	$0.00	$715,774.00	$759,474.00	6.11%	$43,700.00
Dept 49200 Unallocated Expenditures	$170,215.27	$957,774.00	$991,474.00	3.52%	$33,700.00

Account Descr	2015 Amt	2016 Budget	2017 Budget	%Diff from Cur Yr 2016	Budget Change from PY
FUND 101 GENERAL FUND	$6,089,103.75	$5,729,004.00	$5,880,683.00	2.65%	$151,679.00

HGA Architects and Engineers

Transmittal

PROJECT:	City of Wayzata-Mill Street Parking Stru 3874-002-00	DATE:	7/28/2016
SUBJECT:	Mill Street Ramp - Materials for August 3 Joint City Council Workshop / Steering Committee Packet	TRANSMITTAL ID:	00014
PURPOSE:	For your use	VIA:	Info Exchange

FROM

NAME	COMPANY	EMAIL	PHONE
Johanna Harris	HGA, Inc	JHarris@hga.com	612-758-4364

TO

NAME	COMPANY	EMAIL	PHONE
Jeff Thomson 600 Rice Street East Wayzata MN 55391 United States	City of Wayzata, MN	jthomson@wayzata.org	952-404-5300
Jeffrey Dahl	City of Wayzata, MN	jdahl@wayzata.org	952-404-5309

COPIES:

Michael Anderson	HGA, Inc	MAnderson@hga.com
Victor Pechaty	HGA, Inc	VPechaty@hga.com

REMARKS:

Jeff and Jeff,

Available for download are the presentation materials for the Joint meeting scheduled for August 3, 2016. We are planning for a 6:00 pm start.

Johanna Harris
HGA
612-758-4364

DESCRIPTION OF CONTENTS

No.	QTY	TITLE	DATED	NOTES
	1	20160728 Mill Street Ramp - 3 August 2016 Joint Meeting.pdf	7/28/2016	

HGA.

WALKER
PARKING CONSULTANTS

CITY OF WAYZATA
MILL STREET PARKING STRUCTURE

Joint City Council / Steering Committee Workshop

August 3, 2016

Design Presentation

Contents

- **Ramp Overview & Floor Plans**
- **North Retaining Wall Update**
- **Entry Portal Update**
- **Exterior Materials**
- **Landscape and Site Lighting**
- **Design Schedule**
- **Owner’s Representative Update**

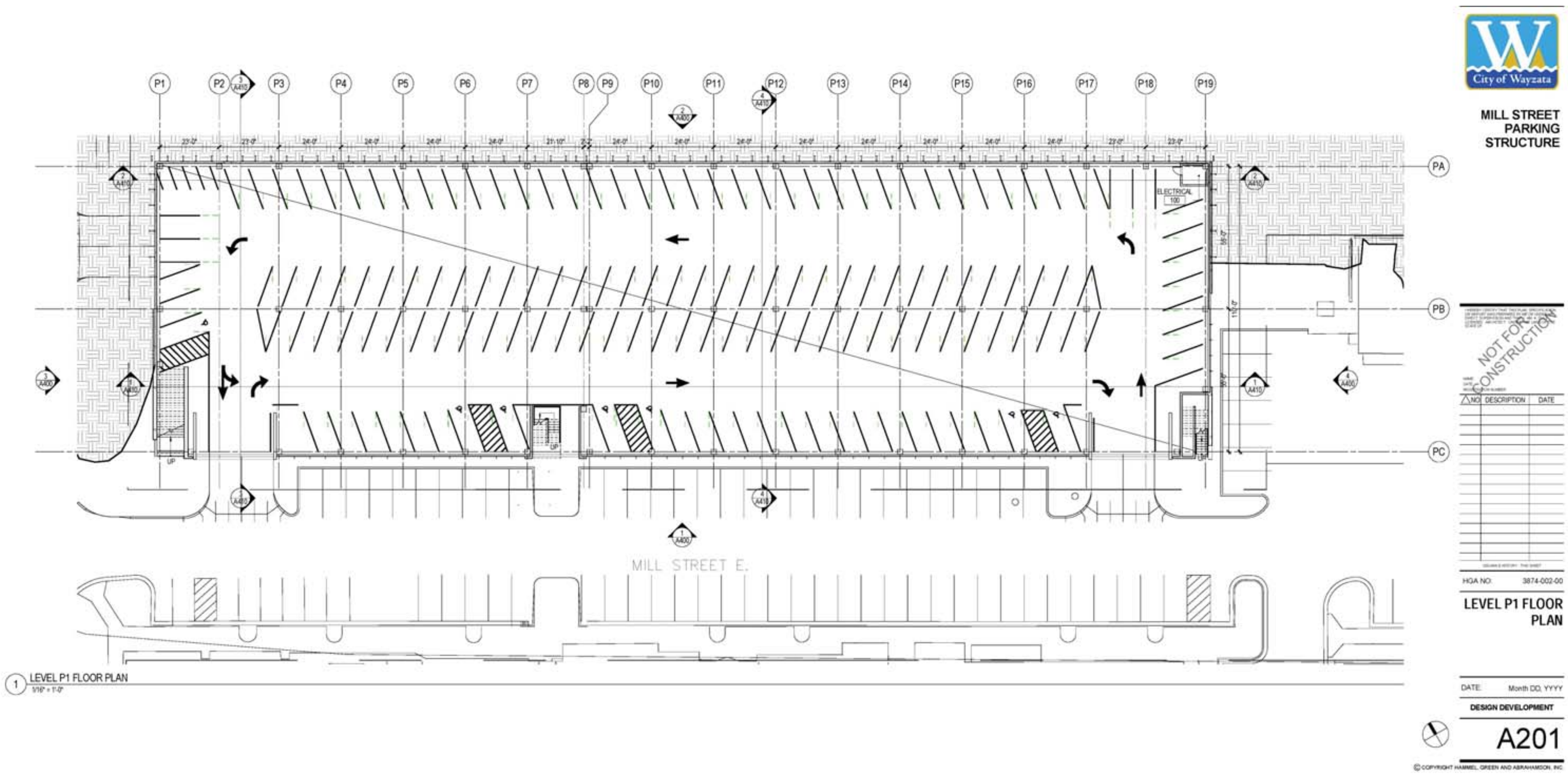
Ramp Overview & Floor Plans

Ramp Overview

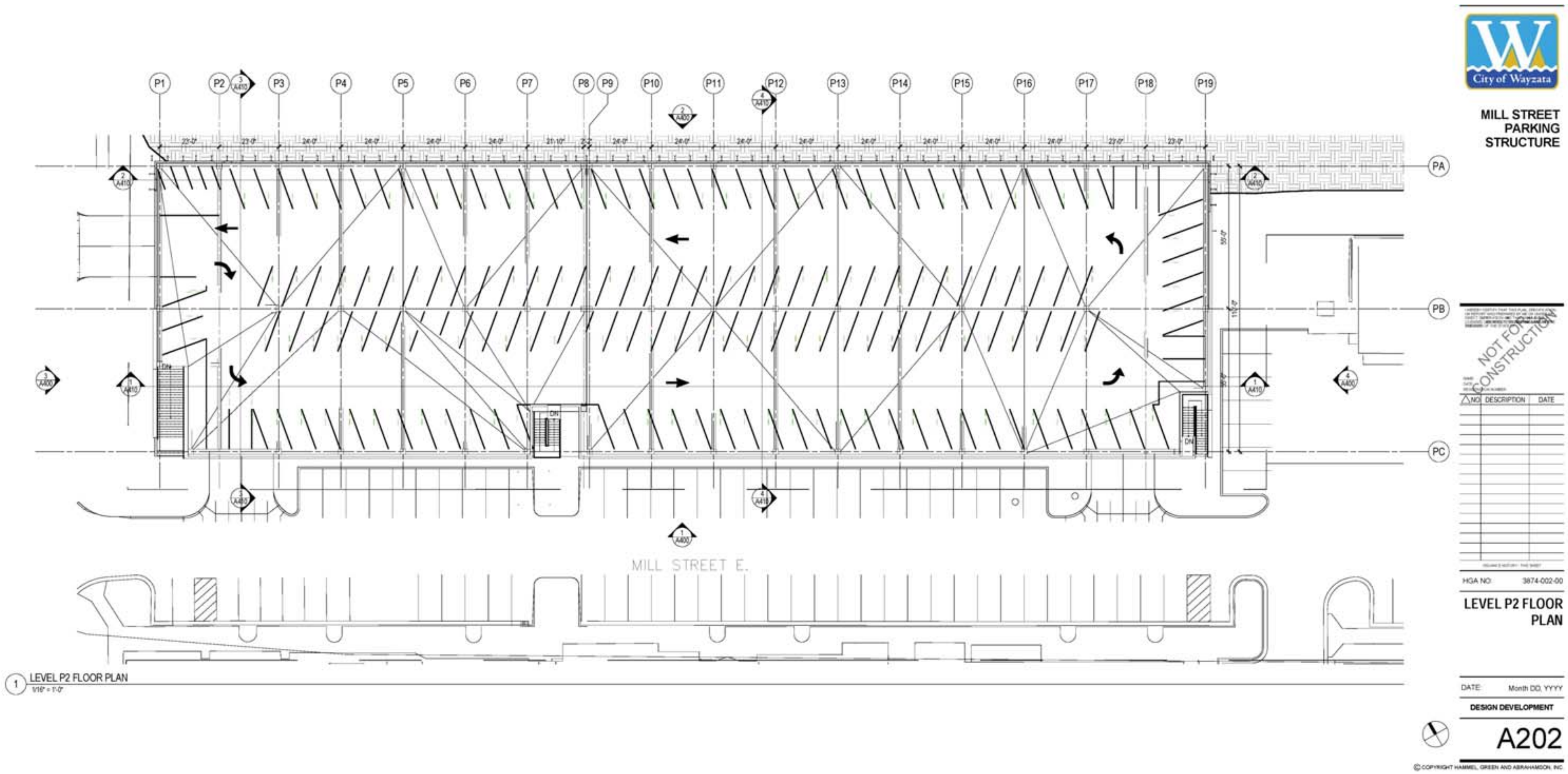
Base Ramp


Ramp Overview
Base Ramp + Roof

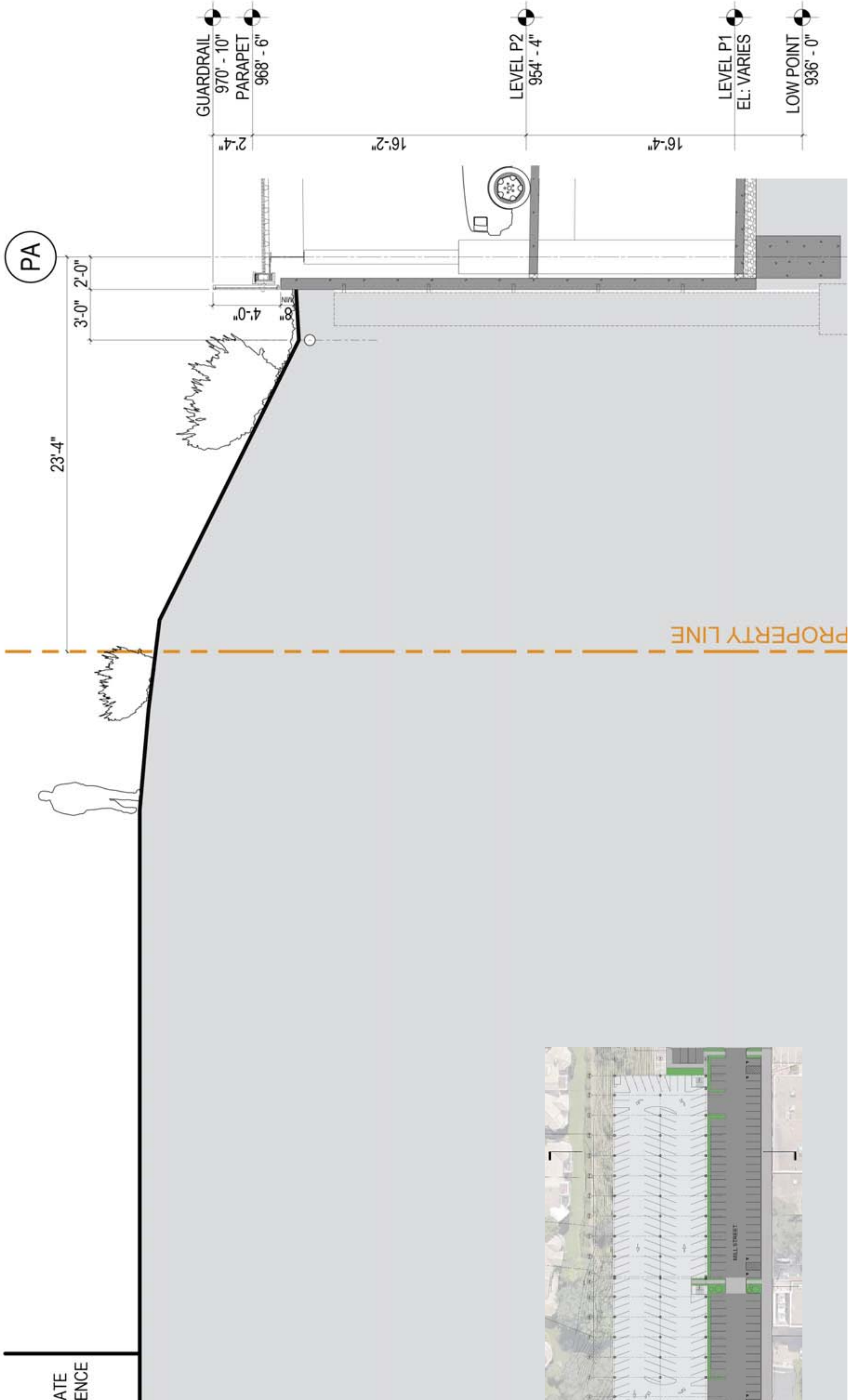
Floor Plan
Level P1



Floor Plan
Level P2



North Retaining Wall Update



GUARDRAIL
970' - 10"
PARAPET
968' - 6"
LEVEL P2
954' - 4"
LEVEL P1
EL: VARIES
LOW POINT
936' - 0"
2'-4"
16'-2"
16'-4"
PA
2'-0"
3'-0"
4'-0"
8"
MIN
23'-4"
PROPERTY LINE
PRIVATE RESIDENCE
MILL STREET

Entry Portal Update

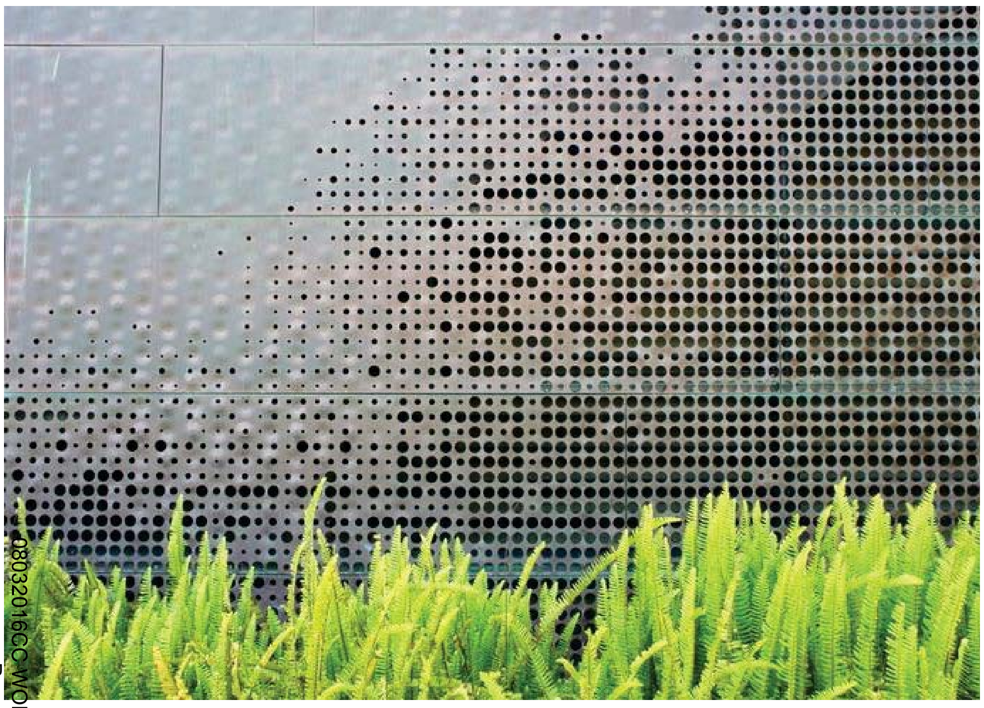
Entry Portal Update

Schematic Design


Entry Portal Update
Design Development
P

Entry Portal Update

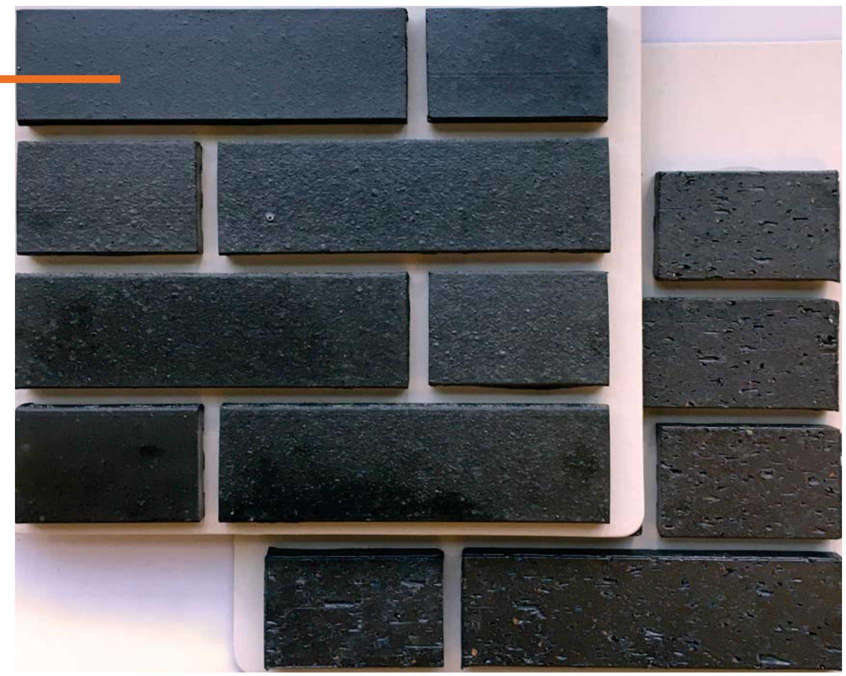
Perforated Metal Examples



Exterior Materials

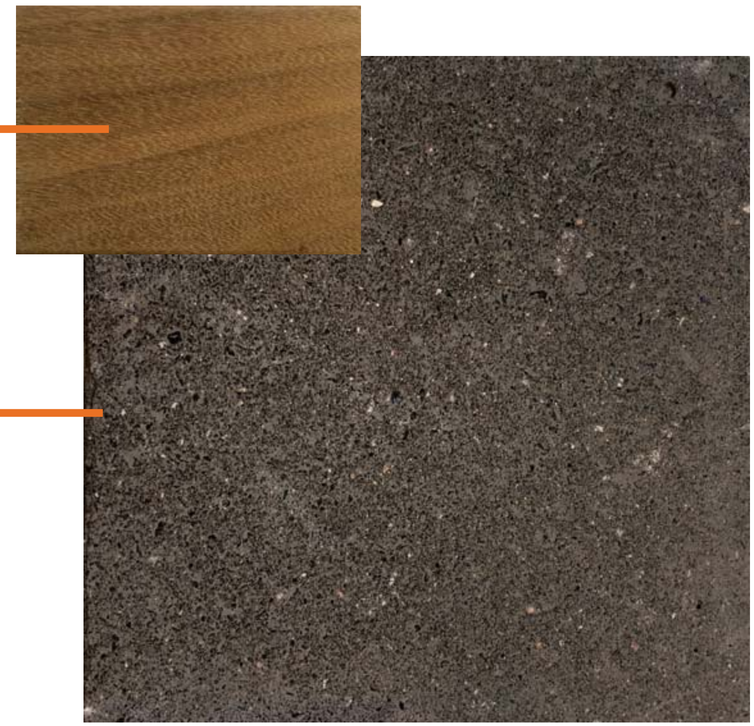
Exterior Materials

Brick Option – Manganese Ironspot



Exterior Materials

Dark Concrete & Ipe Wood



Exterior Materials
Light Concrete Option - Smooth

Landscape and Site Lighting

Site Design

Site Elements
Trees

Freeman Maple

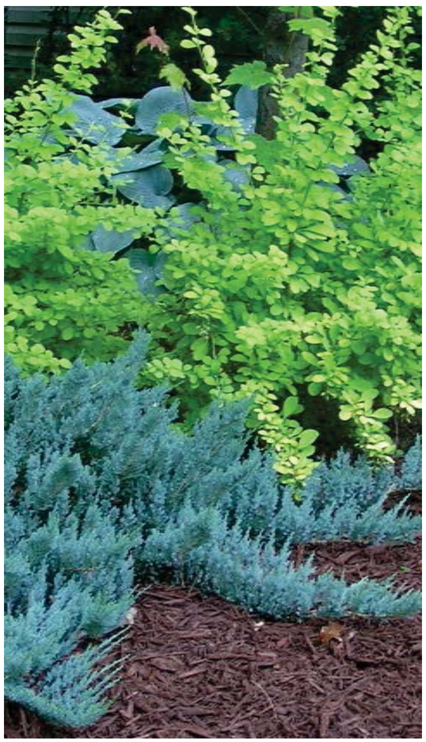
Eastern Redbud

Site Elements
Trees

Site Elements
Plantings

Calgary Carpet Juniper

Blue Chip Juniper +
Golden Carousel Barberry



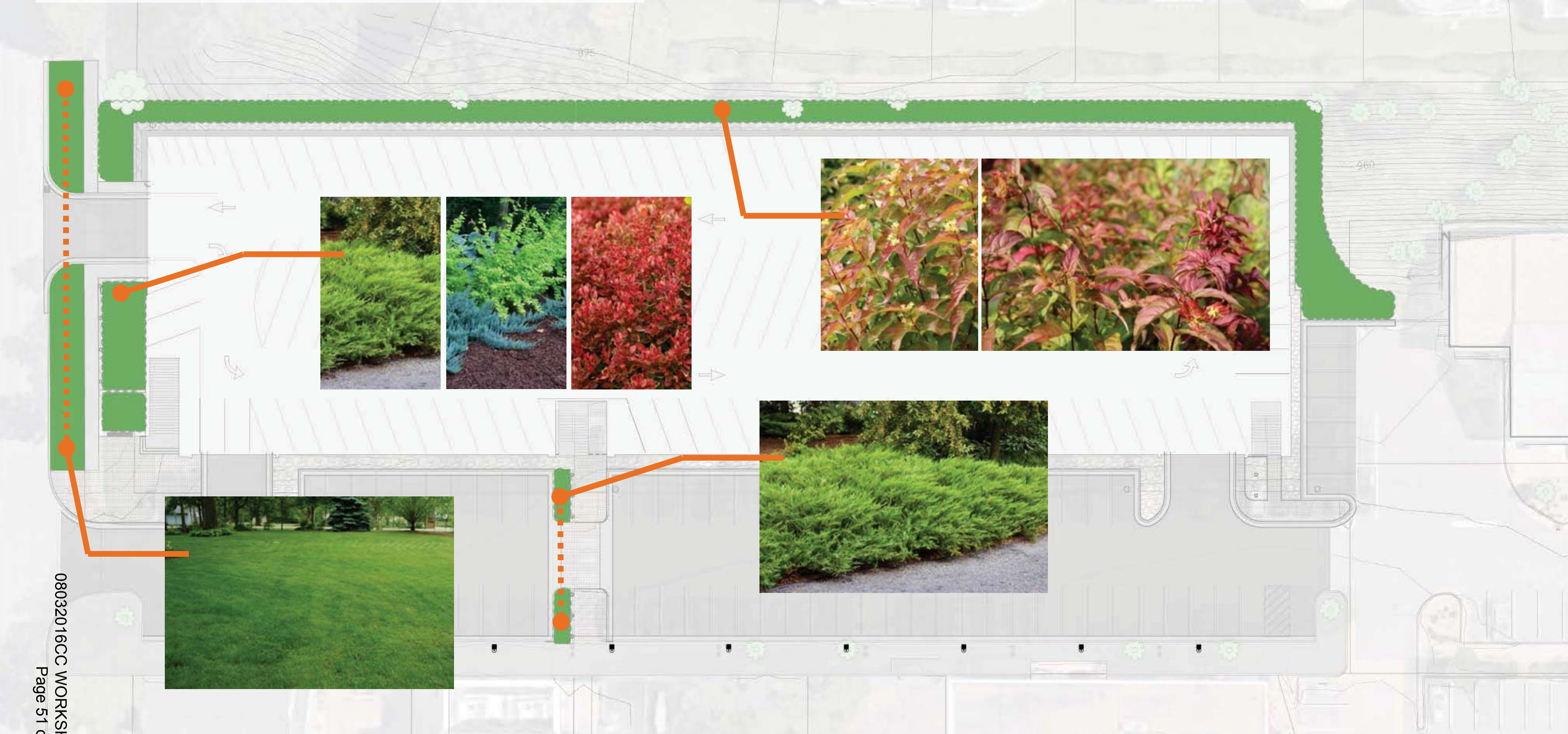
Crimson Pygmy Barberry

Dwarf Bush Honeysuckle

Turf

Site Elements

Plantings



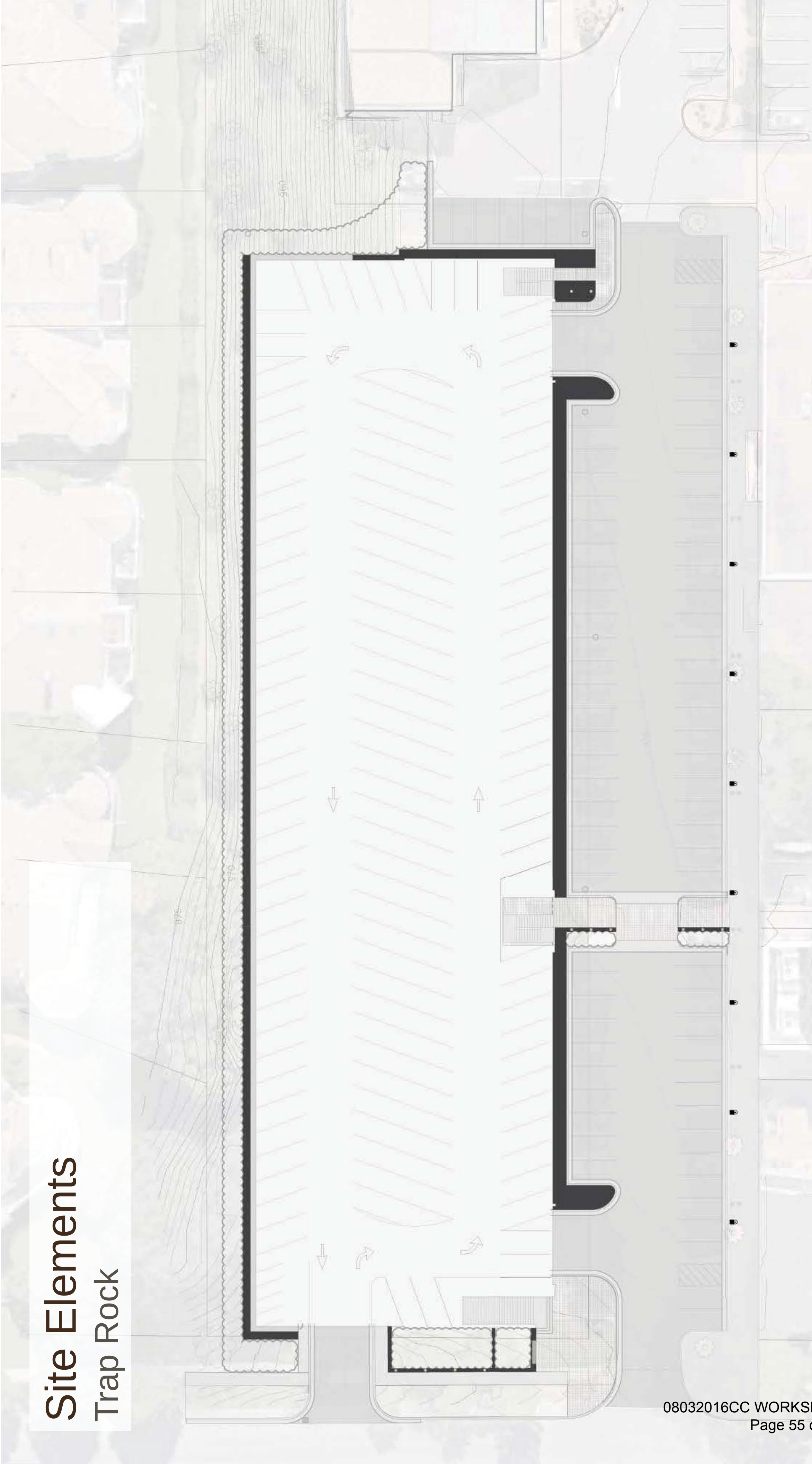
Site Elements

Plantings

Site Elements
Plantings

Site Elements
Plantings

Site Elements
Trap Rock

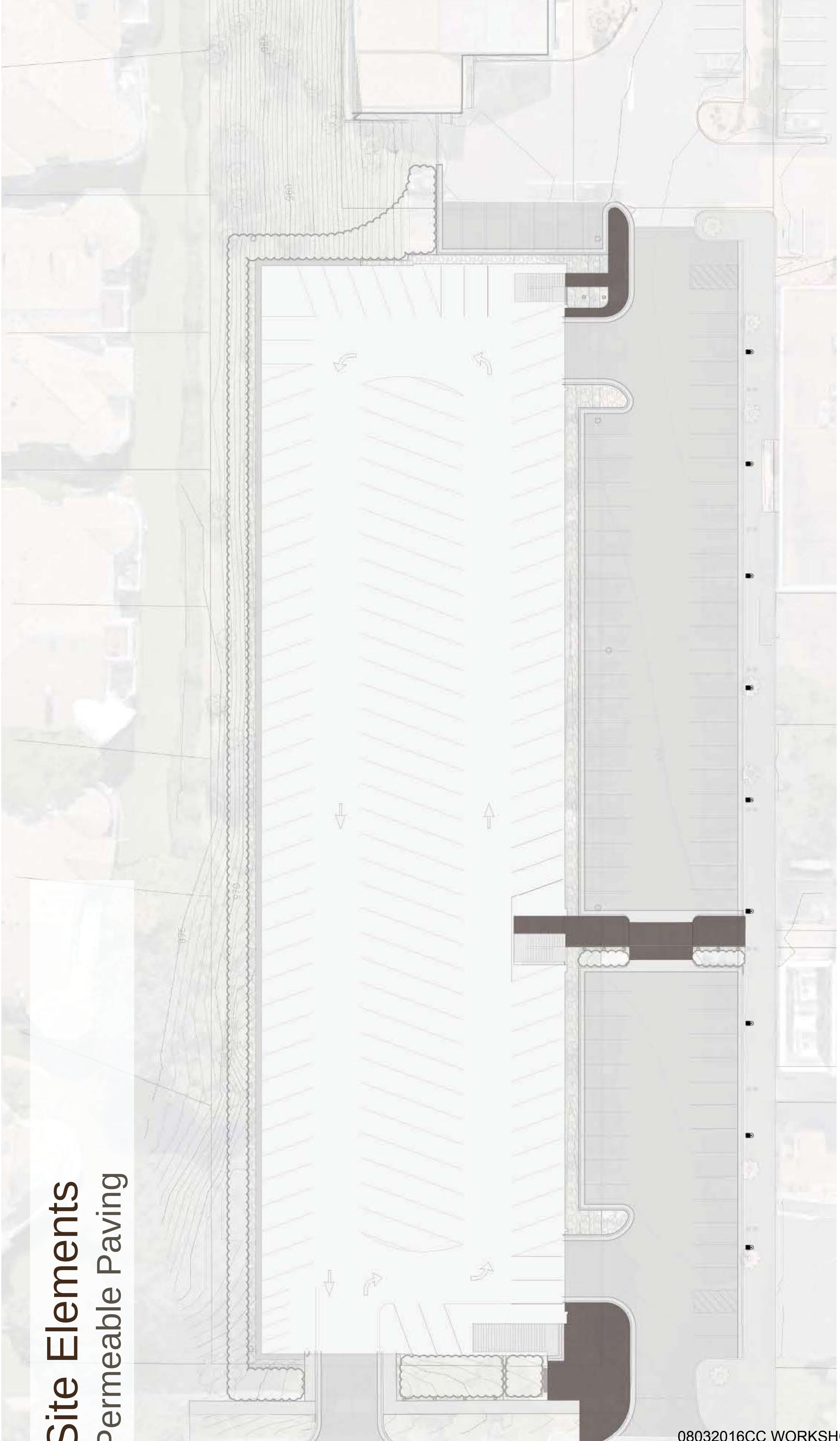


Site Elements

Dresser Trap Rock

Site Elements

Permeable Paving



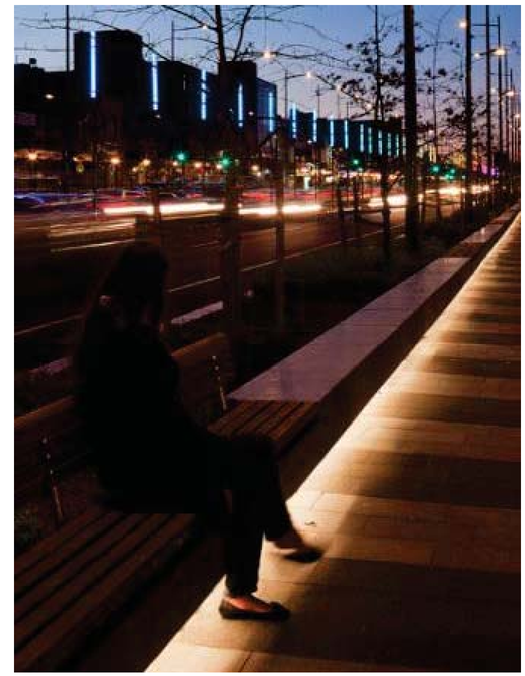
Site Elements
Permeable Pavers

Dark Ironspot

Ironspot Manganese

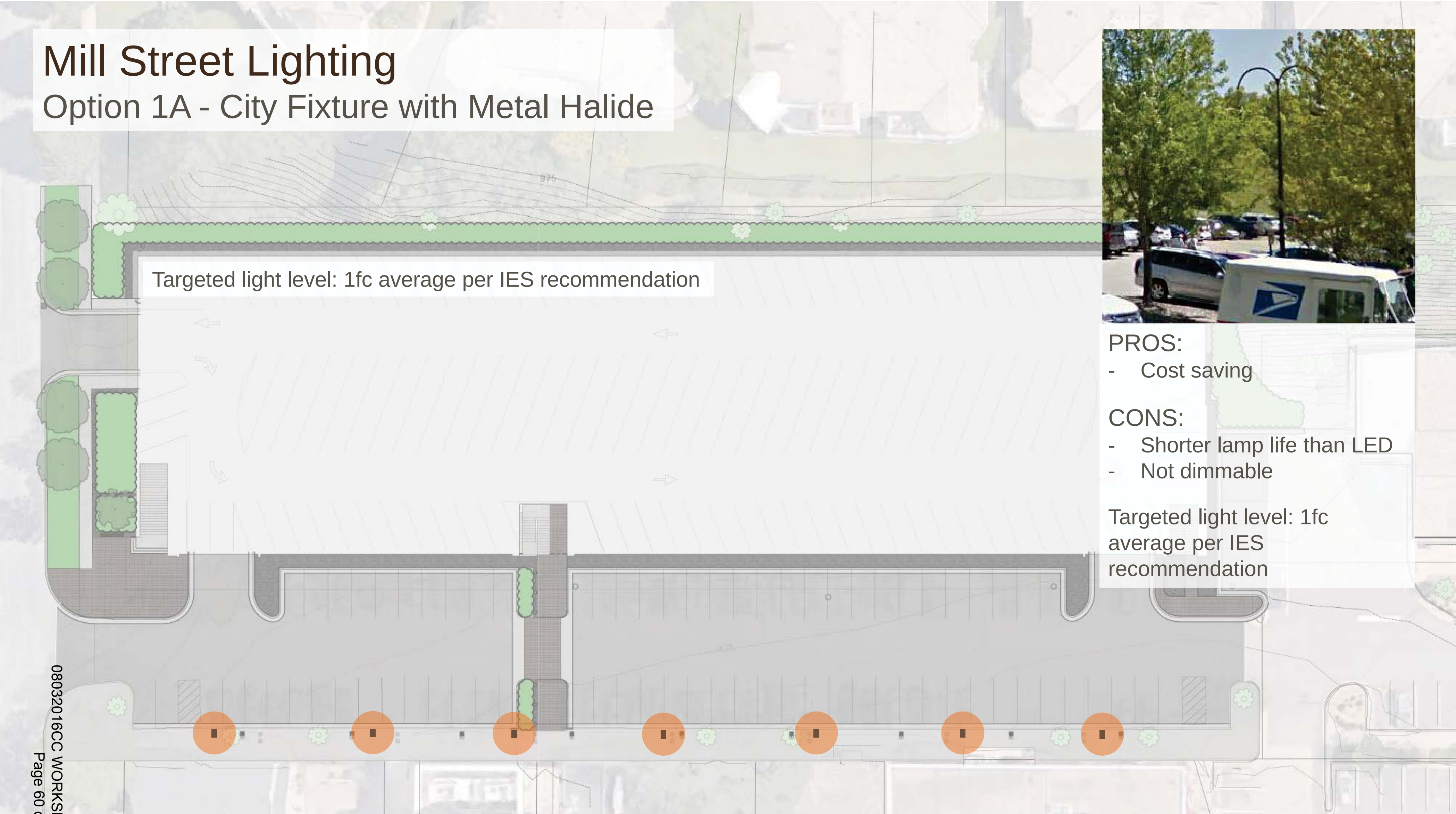
Site Elements

Wood Top Seating with Integrated Lighting Element



Mill Street Lighting

Option 1A - City Fixture with Metal Halide



Targeted light level: 1fc average per IES recommendation

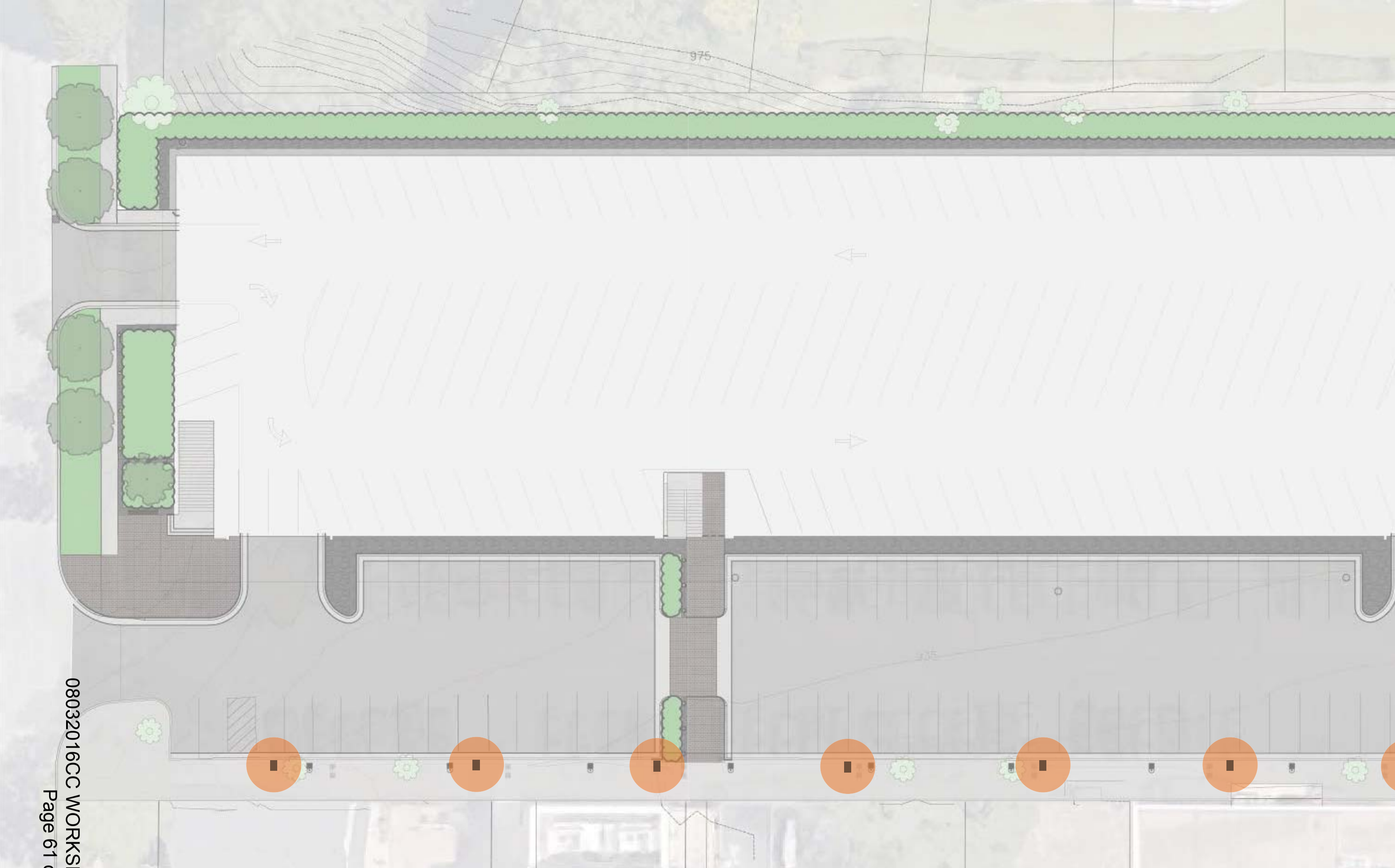
PROS:
- Cost saving

CONS:
- Shorter lamp life than LED
- Not dimmable

Targeted light level: 1fc average per IES recommendation

Mill Street Lighting

Option 1B - City Fixture with LED



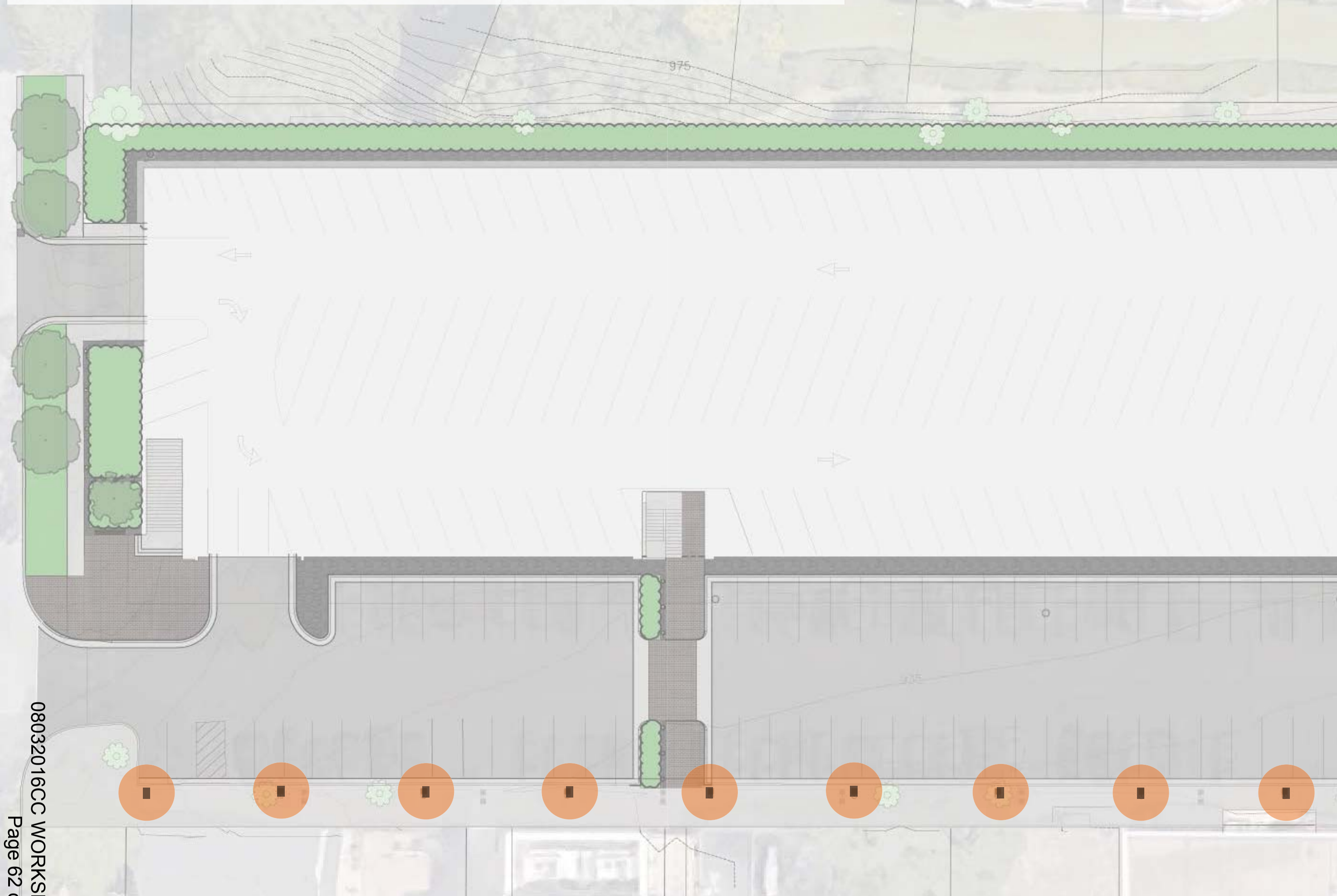
PROS:
- Longer lamp life than HID source
- Dimmable

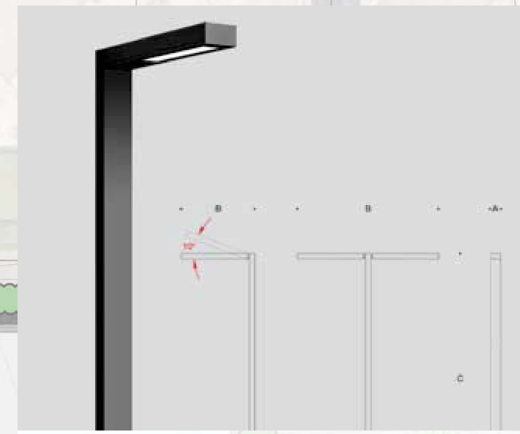
CONS:
- Costs more than option 1A

Targeted light level: 1fc average per IES recommendation

Mill Street Lighting

Option 2 - New Fixture





PROS:
- Full cutoff fixture to reduce glare
- Style to be compatible with building
- Long life, Dimmable LEDs

CONS:
- Costs more than options 1A & 1B

Targeted light level: 1fc average per IES recommendation

Site Lighting

Bollards

Site Lighting
Wood Screen

Site Lighting
Wood Screen



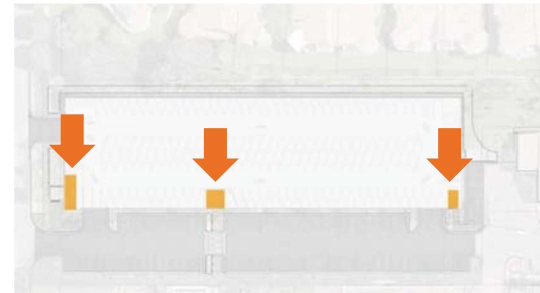
Site Lighting

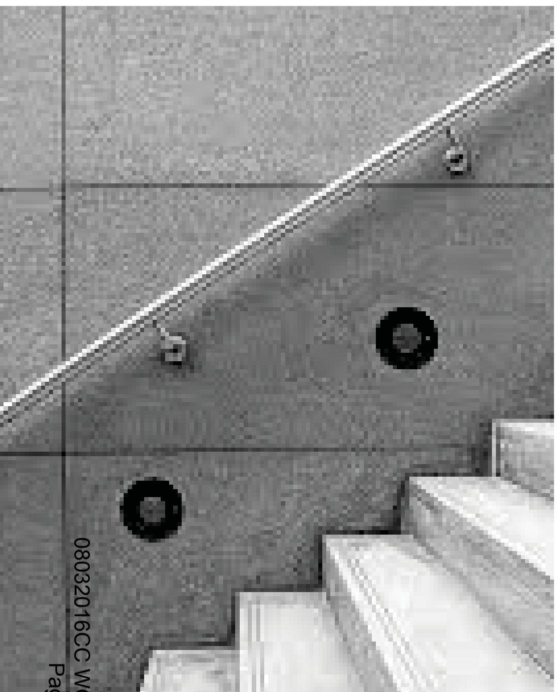
Backlit Perforated Metal

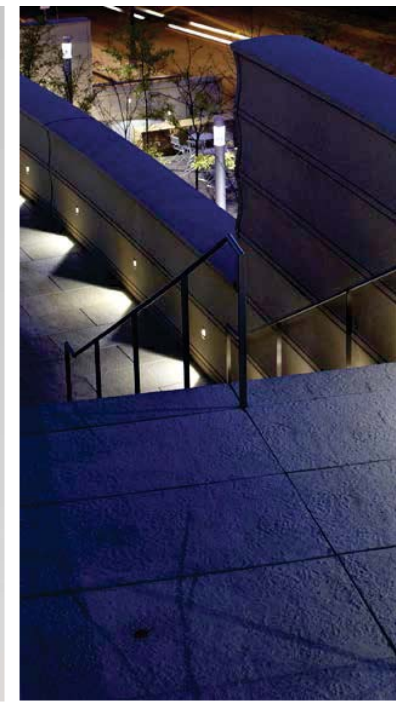
Site Lighting
Backlit Perforated Metal Examples



Site Lighting
Step Lights







Design Schedule

Design Schedule

Milestone Dates

- August 3	Council Workshop / Steering Committee Joint Meeting
- August 5	75% Design Development Preview to City Staff
- August 16	Design Development Documents
- September 30	Construction Documents