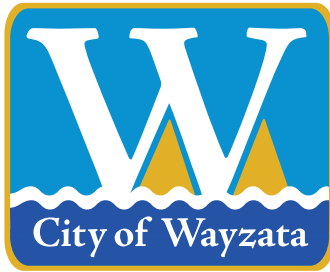


Wayzata City Council Workshop Meeting Agenda
Wayzata City Hall Community Room, 600 Rice Street
Tuesday, October 18, 2016

WORKSHOP TOPICS FOR DISCUSSION:

- | | |
|---|---------|
| 1. Parking Policy Discussion (4:45 PM) | Page 2 |
| 2. Wayzata Community Sailing Center Improvements (5:15 PM or immediately following) | Page 7 |
| 3. Telecom Relocation Update (5:45 PM or immediately following) | Page 17 |
| 4. CIP Discussion (6:15 PM or immediately following) | Page 45 |



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

Mayor:
Ken Willcox

City Council:
Bridget Anderson
Johanna McCarthy
Andrew Mullin
Steven Tyacke

City Manager:
Jeffrey Dahl

DATE: October 13, 2016

TO: The Honorable Mayor and Members of City Council

FROM: Jeffrey Dahl, City Manager

SUBJECT: Draft Payment-in-lieu-of-Parking Policy Discussion

Background

The City continues to move forward with three significant initiatives to create a downtown parking district:

1. Building the Mill Street Parking Ramp;
2. Facilitating the creation of Special Services District (Mobility District) in order to, at a minimum, pay for maintenance and operations costs of the Mill Street Parking Ramp, and also provide other services such as wayfinding signs, valet parking, etc.; and
3. Developing a Payment-in-Lieu-of-Parking (PILOP) Policy that would provide another option for developers to maximize the use of their property by utilizing public parking stalls.

In addition to these initiatives, the City has also amended its parking ordinance and reduced the required amount of parking stalls for commercial uses in the downtown district. The overarching goal of these initiatives is to add more spaces downtown and maximize the efficiency of these spaces.

Update

The City is in the bidding process of building the ramp and has just hired a consultant to help facilitate the Mobility District. The pending initiative that still needs work is the PILOP Policy.

The City discussed a draft PILOP Policy its September 20 Work Shop. The Council had provided feedback regarding different changes in land use that would trigger using the policy as a development option. Ultimately, the discussion was cut short given time constraints.

Staff has continued to research the issue and has prepared another draft of the PILOP Policy and will go over changes at the meeting (See Attached).

Fee

A critical component of the policy is what the per stall fee would be and would the fee be allowed to be paid over a defined period of time. In short, staff recommends that the fee (which would be identified in the City's annual fee schedule) is \$10,000 per stall and could be financed through the City over a term of not to exceed 20 years with a market-based interest rate plus 1.5% to cover City financing and administrative costs.

Why \$10,000 per stall?

- Industry standard is approximately \$25,000 per stall for structured parking and \$5,000 for surface parking (not including land costs). The City's inventory of parking stalls will be a combination of both structured and surface parking.
- Looking at other cities' PILOP policies, the average of comparable cities is around \$15,000. For example: Excelsior, MN is \$24,000 (their annual rate per stall over 20 years), Laguna Beach is \$20,000, Lake Forest, IL is \$22,000, Santa Monica, CA is \$20,000, Kirkland, WA is \$6,000, Coconut Grove, FL is \$10,000, and Jackson, WY is \$8,500 to \$17,000.
- Parking stalls would still be "public stalls" that are tracked as a pool. These stalls are not exclusive to the developer. It is the City's duty to ensure it has not "over promised" stalls and therefore must utilize the funds to fund maintenance and capital costs of the existing and future additional stalls if needed.
- \$10,000 amortized over 20 years with a 6% interest rate, for example, is \$832 payment per year, similar to the two options articulated in the December 2015 SRF Report which provided two per stall examples of \$660 per stall and \$783 per stall but assumed NO interest.
- The only previous City agreement that identified a cost per stall was \$7,500 in 1988. This amount was based not the equivalent cost per stall rather the projected benefit to the property.
- Staff believes that a \$10,000 per stall would be an adequate amount to assist in funding future downtown parking improvements such as improvements to existing City-owned parking lots as well as future additional facilities. As a result, a Downtown Parking District Fund has been created will be discussed as a part of the CIP discussion.

Why allow assessment of up to 20 years?

- To give the property owner the opportunity to add it as a lease charge +in order to reduce upfront capital costs.
- A market-based interest rate as well as an administrative fee is added on to ensure that the City does not lose money as a result of financing.
- Must be paid off if property is sold.
- Anything more than 20 years could outlast the length or value of the parking stall.
- Similar to the term of for the financing of the parking ramp.

As a reminder, the PILOP Policy would be completely optional to a developer. Property owners always have the option of providing parking on their own property or working out agreement with adjacent property owners. This Policy would help streamline future development processes to avoid the ad-hoc parking agreements of the past.

Timeline

After discussion at the workshop, staff is hopeful to have the policy on the November 1st meeting. The owner of the Broadway Place development is waiting for this policy to be adopted prior to determining whether their project can move forward.

CITY OF WAYZATA

_____, 2016

FEE-IN-LIEU OF PARKING POLICY

Background and Purpose

To address the need for additional parking and parking-related services, and make both on and off street parking improvements in the downtown area, the City is pursuing the construction of a municipal parking ramp at Mill Street (the "Mill Street Ramp"), the establishment of a new designated capital improvement plan for future downtown parking improvements ("Downtown District CIP"), and the establishment of a downtown parking and mobility district (the "Mobility District"), a special services district under Minn. Stat. Ch. 428A. The purpose of this policy is to provide greater flexibility to developers and property owners proposing higher density projects in the downtown area that would not fully meet the City's minimum parking requirements, and thereby reduce the number of variance applications, encourage consolidated and shared parking, and promote a well-designed and efficient parking system downtown. Paying a fee in lieu of parking under this policy would not sell spaces or grant exclusive rights to parking spaces in the Mill Street Ramp or other parking facility in the Mobility District, but would allow uses on property in the Mobility District that would otherwise fail to meet the City's parking requirements.

Criteria for Considering a Fee in Lieu of Parking

If warranted by the standards outlined in this policy, the City Council may, but shall not be required to, grant approval of a reduction in the number of parking spaces actually constructed at the time of site development or occupancy of a building under the following criteria:

A. Eligible Properties and Projects. Any new use on a property (a "Project") that cannot meet the applicable on-site minimum parking requirements of City Code may be permitted if: (1) a fee-in-lieu of parking is paid as specified in Section B of this policy; and (2) a conditional use permit is approved based upon the requirements of Section 801.4 of the City Code and the following additional criteria:

1. The Project is located within the "Mobility District" as established by City Council.
2. The City Council finds that the Project would enhance the accessibility, functionality, density and vitality of the Downtown Business District.
3. The parking impact of the Project does not exceed the available capacity of the City's parking facilities.

For purposes of this policy, "available capacity" shall be the number of parking spaces available for use by applicants for new fee-in-lieu of parking conditional use permits. This number shall be determined by the City Council based on an analysis of the use of the City's parking facilities. The City's "parking facilities" shall be the Mill Street Ramp and any other public parking facility in the Mobility District.

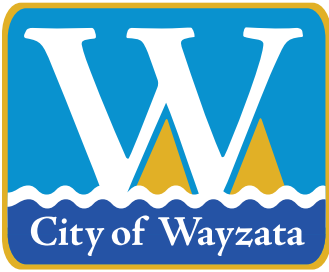
B. Fee. The amount of the fee-in-lieu of parking paid under this policy shall be established by a resolution of the City Council, based on its projection and/or calculation of the costs of constructing the parking facilities, improvements identified in the Downtown District CIP, and the value to applicants of satisfying the City's minimum parking requirements. The fee may be paid in full as a one-time payment or over a period of time in the manner of an assessment for a term not to exceed 20 years with an interest rate no less than the applicable captured market rate plus a 1.5% administrative fee.

C. Development Agreement. As a condition of approval of a conditional use permit issued pursuant to this policy, the applicant must enter into a development agreement with the City that includes an agreement to fully participate in and not contest the Mobility District and obligations thereof, and to pay the fee-in-lieu of parking. The development agreement shall be executed no later than the date on which a building permit for the Project is issued (or if no building permit is required, the date on which a certificate of occupancy is issued) and also include an agreement by the owner of the property for which the conditional use permit is issued authorizing the City to assess any unpaid fee-in-lieu of parking against the property as a special assessment and include a waiver of any right to object or appeal said assessment. The obligation to pay the fee-in-lieu of parking shall run with the property, and the development agreement shall be recorded against the property.

D. Expiration. A conditional use permit issued pursuant to this policy shall expire 12 months after being granted unless a development agreement (or amendment thereto) containing a fee-in-lieu of parking provision as described in subsection (C) above is executed by the permit holder.

E. Previous Obligations to Pay for Future Parking. Obligations in development agreements with the City, and conditions in previously granted land use approvals, that were agreed to or imposed prior to the adoption of this policy, that require a financial contribution to future City parking facilities to make up for parking shortfalls in Projects, may be satisfied upon (i) payment of the fee specified in Section B of this policy, and (ii) an amendment to the applicable development agreement as required by this policy.

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City of Wayzata

600 Rice Street

Wayzata, MN 55391-1734

Mayor:

Ken Willcox

City Council:

Bridget Anderson

Johanna McCarthy

Andrew Mullin

Steven Tyacke

City Manager:

Jeffrey Dahl

Date: October 14, 2016

To: Mayor Willcox and City Councilmembers

From: Jeff Thomson, Director of Planning and Building

Subject: Wayzata Community Sailing Center Workshop

Introduction

The Wayzata Community Sailing Center has requested a workshop with the City Council to discuss potential changes to the PUD plans for its site at 456 Arlington Circle South. The City Council approved a combined PUD application for the Wayzata Yacht Club and Wayzata Community Sailing Center in 2014. The sailing center is working with Barry Petit, who has submitted a narrative and plans which outline the proposed changes.

Wayzata Community Sailing Center Workshop

October 18, 2016

The WCSC was granted a PUD in March 2014.

The joint WYC and WCSC effort during the PUD process was beneficial respect to shared application costs, civil work, landscape design and the city input.

However, WCSC lost momentum as some key “players” changed.

Two months ago energized by a replenished board and a new director their mission was rekindled.

The board began with a thorough review of their programs and needs. The design submitted in the 2014 PUD needed to be reconsidered. This prompted a fresh start with the plan based on evolving objectives and support. The function-based reorganization reduced the plan to two floors because the day-to-day operations required the lion's share of the space to be at grade. This reduced the height of the building by six but enlarged the footprint. The original plan also featured a circuitous exterior HC ramp that was not ideal.

The redesign also prompted a deeper conversation about Arlington Circle; it's history and ongoing use. Discussions with the Kevin Klapprich and Billy Myers yielded no purpose from a life-safety lake access need. There are no motor boats launched from Arlington. Canoe launching—actually an ideal use—seems to be its most common function. In essence Arlington was an orphan ROW plotted long before contemporary zoning.

How this plan differs from the approved 2014 PUD

- Eliminating the Eastman Lane screening. The best marketing for the Center is its visibility on this well traveled road. We believe the new design is an assets not an eyesore. The character of the building and the 40 laser sail boats want to be featured. Currently few people who pass by know the Center exists.
- The Sailing Center needs a monument sign on Eastman to announce their programs, classes and events.

- WCSC would like the city to donate ten feet of Arlington's 60 foot ROW to the WCSC and allow a five foot “front yard” setback from the Arlington. This places the new design approx 73 feet away from the Basset's home to the west—or 12.5 feet closer than the existing Center (Average distances between homes on Shady Lane is 45' - 10”).
- The west elevation of the new design is meant to be a nearly opaque façade to minimize noise and light impacting the Basset's.
- The Sailing Center wants to create a simple and well maintained front lake-side lawn by raising the site approximately 12 inches.
- The new design has a 48 person capacity, second floor, lounge space that might be available no more than twice a month for small gatherings, retreat functions, local non-profit organizations and community groups. All food is catered from off site. Parking would be off-site as well.
- Five perpendicular assigned staff parking stalls on Arlington.
- The temporary tented outdoor classroom deck will be replaced with a permanent “open” structure.
- The Sailing Center would like to see a vigorous effort to clean, landscape and resurface Arlington Circle.... or officially abandon the ROW, but preserve the access for passive lake activities.
- WCSC would offer the opportunity to store personal canoes and/or paddle boards along the west façade of the building. This could take the form of structured storage or secured racks.
- In light of the effort and dollars invested in the lagoon beach coupled with the Lake Effect design, the WCSC believes the conceptual discussion about a neighborhood beach or a structured doc facility make little sense with respect to noise, safety, isolated location, scale, maintenance and public dollars benefiting so few users.
- The Sailing Center and we assume the Basset's would want to be part of the conversation about the future of the Arlington access.



First Level 3,922 SF

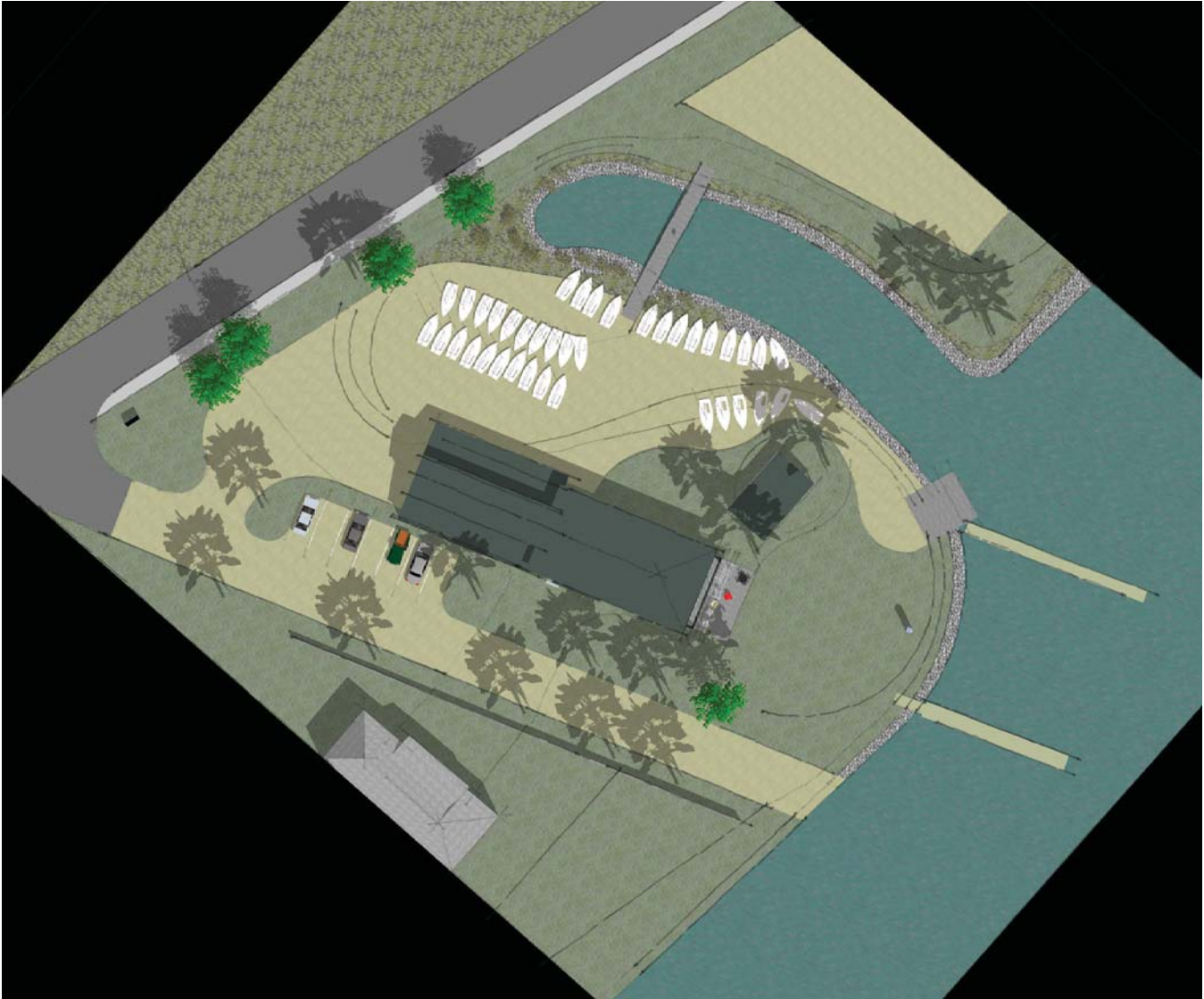


First Level 2,397 SF

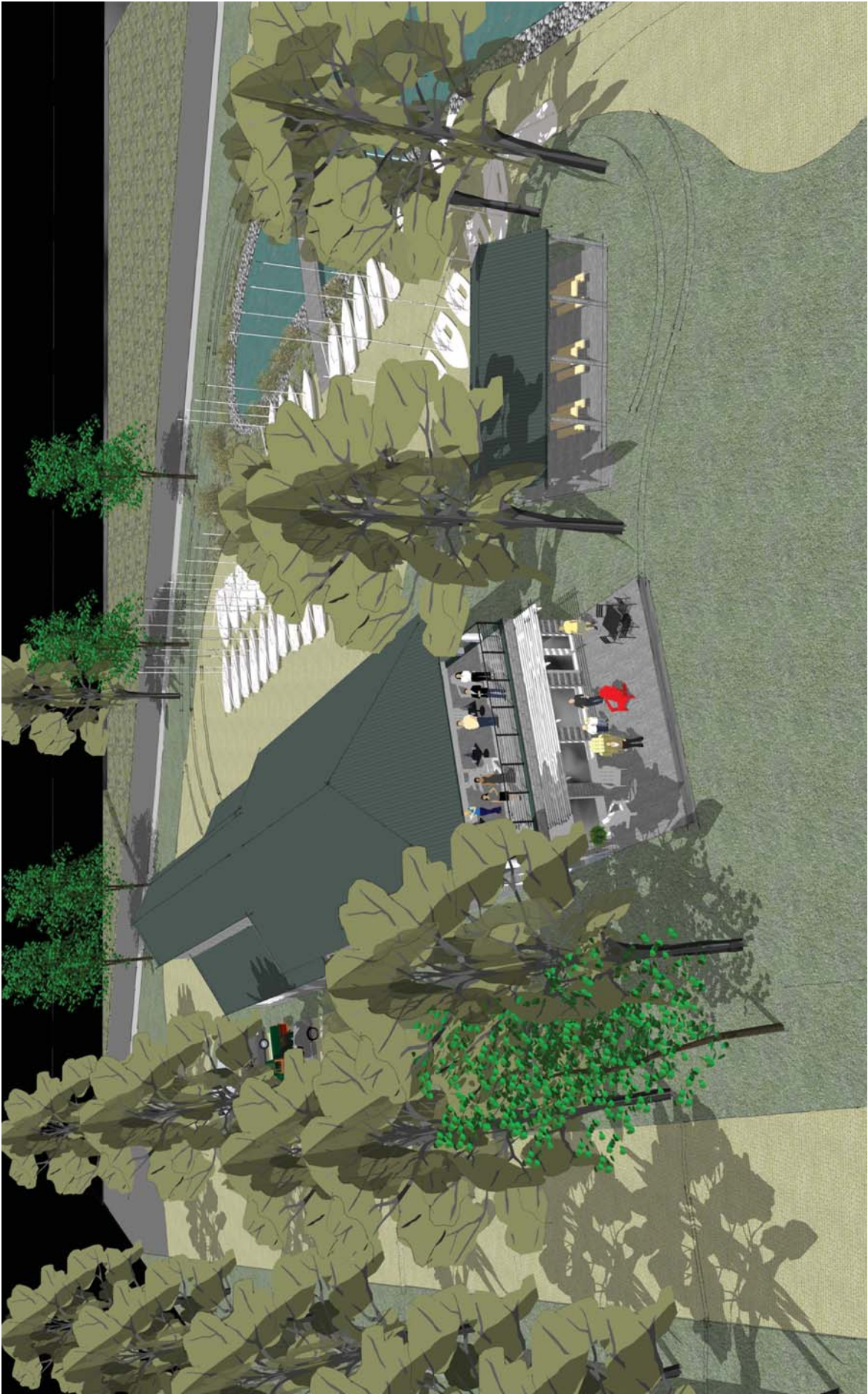
Total area = 6,319 SF 1,879 is equipment storage

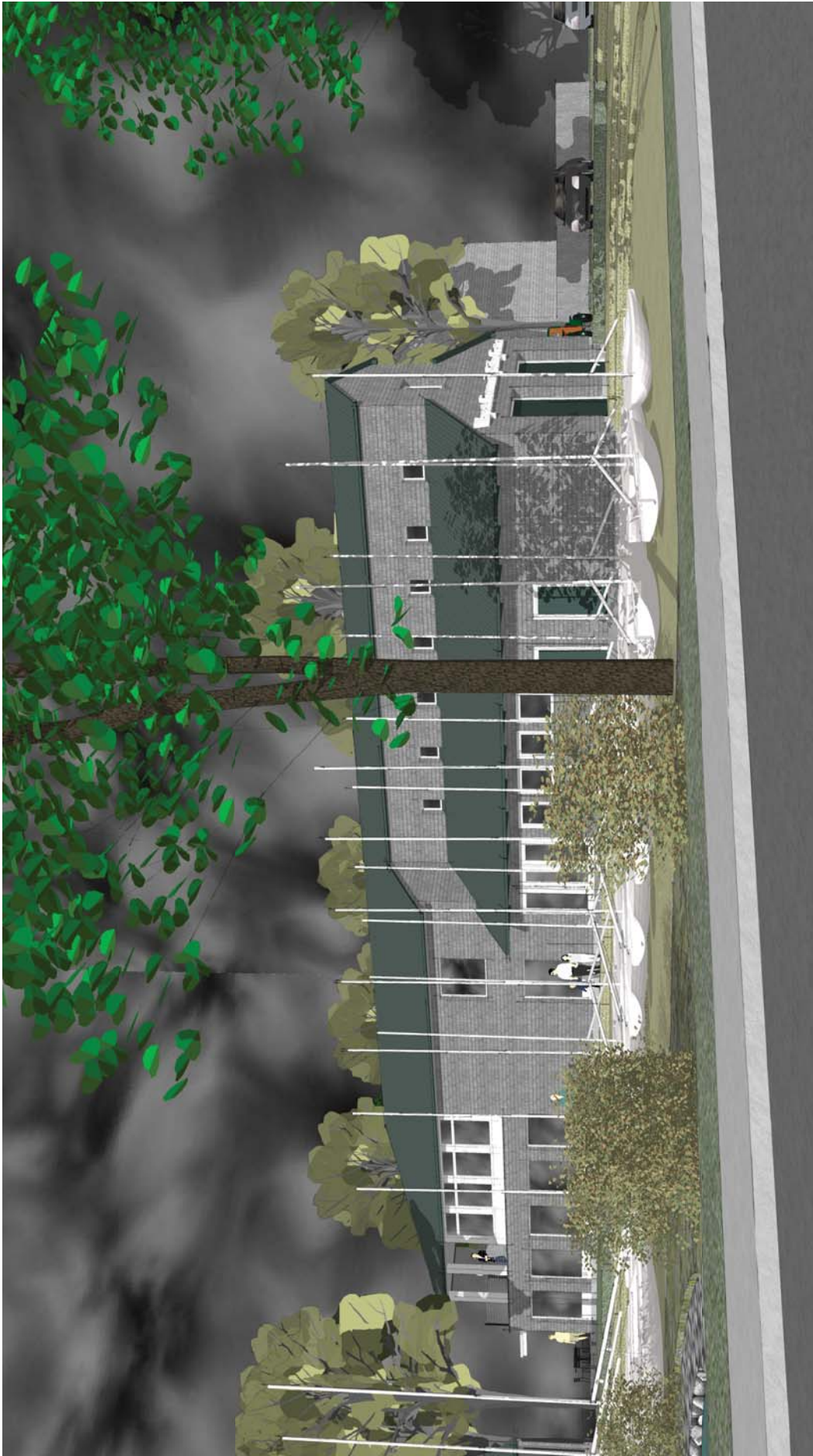
Wayzata Community Sailing Center

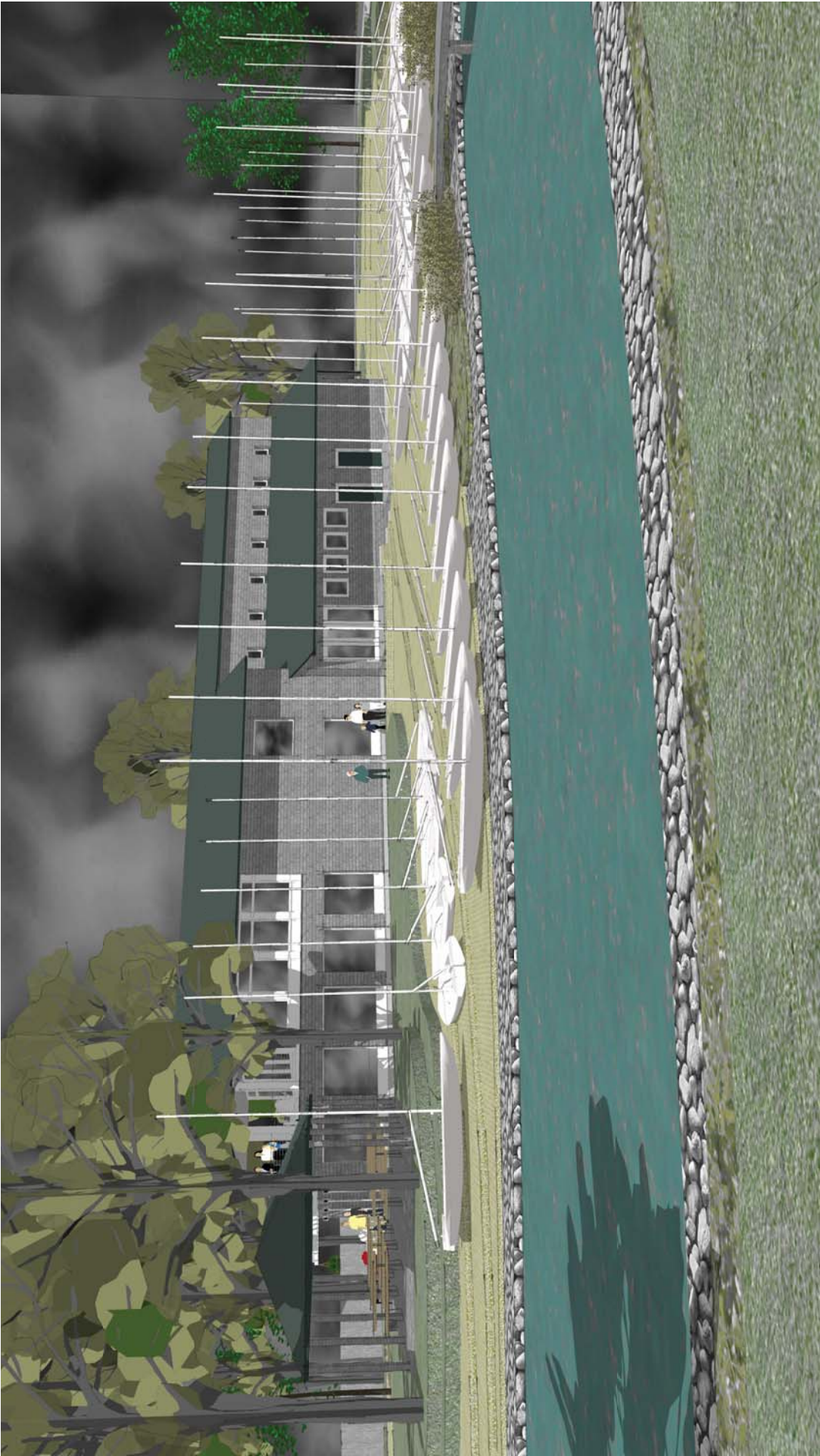
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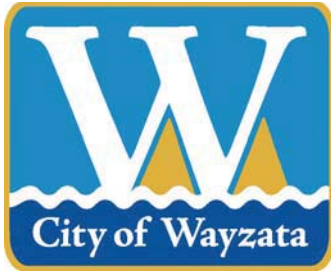












City of Wayzata Public Works
299 Wayzata Blvd. W
Wayzata, MN 55391

Director Of Public Service
David Dudinsky

City Engineer/Assist. Public Works Director
Mike Kelly

Public Works Superintendent
Jim Eibensteiner

Public Works Secretary/Utility Billing Clerk
Rebecca Jones

Memorandum

To: City Council and City Manager
From: Dave Dudinsky, Director of Public Service
Date: October 13, 2016

WAYZATA WEST MIDDLE SCHOOL COMMUNICATION TOWER FEASIBILITY STUDY FINAL REPORT

Included is the completed SEH Wayzata West Middle School Communication Tower Feasibility Study Report printed in two volumes. Volume 1 is 26 total pages and Volume 2 is 688 total pages.

Volume 1 will be reviewed with the City Council at the workshop which includes the following:

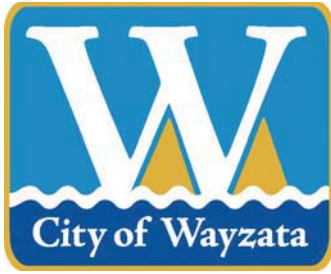
1. Introduction
2. Tower Selection
3. Campus Safety Concerns
4. Regulatory Due Diligence
5. Financial Cost Assessment
6. Project Schedule (Proposed)
7. Feasibility and Recommendation

Volume 2 consists of all the Appendixes to the report which include the following:

- A. Appendix A Telecommunications Site Improvements
- B. Appendix B Aerial Shoot Memo
- C. Appendix C Geotechnical Subsurface Investigation for Wayzata Tower Site Selection
- D. Appendix D 149 Barry Avenue North Easement Descriptions
- E. Appendix E Land Mark Report Package
- F. Appendix F Tower Certification 1-A; FAA Determination; Antenna Structure Registration; (ASR) Airspace Analysis
- G. Appendix G Phase 1 Environmental Site Assessment; NEPA Package
- H. Appendix H Contractor Construction Estimates

Staff will also update the City Council on our ongoing relocation lease negotiations with our four current telecom tenants:

- AT&T Lease Termination Date is: 04/21/2021
- Sprint Lease Termination Date is: 12/31/2017
- T-Mobile Lease Termination Date is: 12/31/2017
- Verizon Lease Termination Date is: 12/31/2020



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

Director Of Public Service
David Dudinsky
City Engineer/Assist. Public Works Director
Mike Kelly
Public Works Superintendent
Jim Eibensteiner
Public Works Secretary/Utility Billing Clerk
Rebecca Jones

As stated in my July 13, 2016 memo to the City Council, our success in having a complete revenue financial picture in October of this year depends on the cooperation of our four tenants. Our tenants have been cooperating during the negotiation process but the process is moving at a slower pace than anticipated.

So if the council wishes to have a solid financial picture of the relocation lease revenues and signed relocation leases by all four tenants before ordering the construction of the new telecommunications tower at the Wayzata West Middle School Site, the tower construction schedule looks like it will have to be pushed back one year to the summer of 2018.

However, another option for council consideration is to move forward with ordering of final plans and specifications, advertising for bids and opening bids at the upcoming November 1st Council Meeting. The bid opening would be scheduled for February of 2017. This will give us the time to complete our required Conditional Use Permit (CUP) process and give us the additional time to secure new relocation lease agreements with our existing tenants.

The Council can decide during the award of bid agenda item in February to approve the Tower Project if the council feels comfortable with the relocation lease status of our four tenants to award the project or the Council can use their right to reject all bids and not award the Mono Pole Tower Construction Project for the summer of 2017.

The Council can then consider rebidding the project in the fall of 2017 for construction in the summer of 2018.

See the proposed Project Schedule (Table 6) on page 15 of the Feasibility Report for the proposed detailed project schedule.

Finally, staff will ask the Council for direction following review of the Communication Tower Feasibility Study Report.

Feasibility Study Report

Wayzata Middle School Communication Tower

City of Wayzata, Minnesota

SEH No. WAYZA 134285 4.00

October 4, 2016



Building a Better World
for All of Us®

Engineers | Architects | Planners | Scientists



October 4, 2016

RE: Wayzata Middle School Communication Tower
Feasibility Study Report
City of Wayzata, Minnesota
SEH No. WAYZA 134285

Mr. David Dudinsky
Director of Public Service
City of Wayzata
299 Wayzata Blvd. West
Wayzata, MN 55391

Dear Dave:

We are pleased to present to you the Wayzata Middle School Feasibility Study for the City of Wayzata. This report is intended to provide a detailed summation of investigation and preliminary activities in support of the development of this location for the construction of a new communication tower. The purpose of which is to provide a continuance of wireless communication services to the City of Wayzata.

Its origins are based on the longstanding desire of the City, and more specifically, area residence of Bell Courts with unobstructed use of the facilities. As indicated by the City, concerned over time has risen over Tenant access, noise and general aesthetics with both the site and the Gardner Street water tower. However, communication services provided at this site are necessary for the betterment and continued growth of the community at large.

This report is in part a culmination of investigative work as directed by the City of Wayzata following extensive staff and Tenant input regarding telecommunications infrastructure to meet the future needs of the City and the present tower occupants. This work included assessment of the present facility, followed by engagement with City staff, Wayzata School District, and commercial Tenants to assess present and future needs. This resulted in the investigation into the recommended site at the Wayzata Middle School.

As a result of the work completed, we have developed a recommendation for City consideration of the above site for construction of the new monopole facility. This recommendation serves to improve and update existing telecommunications system operations and efficiency. Cost estimates to aid in the consideration of the presented recommendation are also presented in this report.

We appreciate the assistance we received from Wayzata City staff in sharing their perspectives related to the further development of the proposed project. We further appreciate the assistance provided by the present facility Tenants. The input, knowledge, and experience with respect to the study was invaluable toward the development of its construction parameters.

It is our pleasure to assist the City of Wayzata with this project, and we look forward to discussing the contents of this report with you and or presenting it to Council. If you have any questions regarding this report, please contact me at 612.325.9995.

Sincerely,

Principal | Project Manager

dmk

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Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-5196

SEH is 100% employee-owned | sehinc.com | 651.490.2000 | 800.325.2055 | 888.908.8166 fax

10-18-2016 CC WORKSHOP PACKET

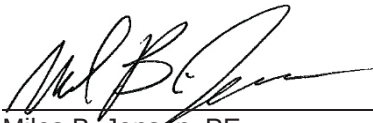
Page 21 of 47

Wayzata Middle School Communication Tower
Feasibility Study Report
City of Wayzata, Minnesota

SEH No. WAYZA 134285

October 4, 2016

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



Miles B. Jensen, PE
Regional Practice Center Leader

Date: October 4, 2016

Lic. No.: 19869

Reviewed By: Dale Romsos

Date: October 4, 2016

Short Elliott Hendrickson Inc.
3535 Vadnais Center Drive
St. Paul, MN 55110-5196
651.490.2000



Executive Summary

Wayzata Middle School Communications Tower

The City of Wayzata currently provides wireless communications service coverage for the downtown area via the Gardner Street Water Tower located at 403 Gardner Street. Supporting Tenant ground equipment is housed within the confines of the Telecommunications compound located in Gardner Park. In recent years this site has been at issue with residents concerned with its location in a general use park, continuous access by the tenants for equipment maintenance and upgrades, and aesthetics. These concerns have led to previous studies by Short Elliott Hendrickson Inc. (SEH®), centering on both equipment site upgraders and complete facility relocation, with initial discussions beginning during the design of the new Water Treatment plant in 2008.

Since then the City with SEH has worked with the residing Tenants in re-designing their installations to the water tower during recent technology upgrades. This has included the removal of the AT&T lattice towers at the catwalk, installing attachment brackets for cable routing along the inside face of the support columns and requiring the use of manufactured white coaxial cables, and installing a new roof handrail system to better distribute the placement of mounted equipment. All for the purpose of providing better aesthetics. However, the above improvements did nothing to address resident concerns regarding Tenant site access, aesthetic regarding the equipment compound, or noise related to compressor operation (equipment cooling). At this time many of the Tenant leases are up for renewal which presented an opportunity for a more serious discussion regarding Tenant relocation.

As stated above, the Gardner Street Water Tower serves the City of Wayzata, in part, as a communication transmission tower for commercial Tenants, as well as the City of Wayzata Public Works specific to its SCADA system. Current revenues generated by the City of Wayzata from commercial Tenants are over \$300,000 annually, based on current lease information provided by the City, thus representing a relevant revenue stream.

On March 31, 2015, the City of Wayzata authorized SEH to provide an aerial assessment of multiple City sites for their consideration as future sites for telecommunications. Consideration for the tower site selection was based on a set criteria provided by the City with an emphasis on aesthetics. Other determining criteria was the need to maintain an equivalency in customer service that would equate equally to the coverage presently provided at the existing Gardner Street site. Further, the new facility would need to allow for future expansion and upgrades in Tenant technology. Sites under initial consideration were:

- Public Works Facility (299 Wayzata Blvd. West)
- Wayzata Middle School (149 Barry Avenue N)
- South Frontage Road (Lift Station #21)

These sites were assessed by an Unmanned Aerial Vehicle (UAV), or drone, with the purpose of simulating actual conditions in real-time as it relates to Tenant line-of-site as associated with radio frequency (RF) propagation used to determine signal coverage. The resulting information was then presented in a meeting to the Tenants by the City (April 24, 2015) for their input in determining the final location. Based on the review of information provided by the City of Wayzata and follow up responses from the represented Tenants, those being: AT&T, Sprint, T-Mobile, and Verizon, the Wayzata Middle School was selected. As directed by the City, SEH proceeded with the investigation into the feasibility of constructing a new communication tower.

Executive Summary (Continued)

As there are a number of design variations for tower construction; which include Lattice, guyed, monopoles, and specialty (Architecturally design), based on cost and aesthetics the City requested that the direction of the study center on a monopole. In addition to aforementioned criteria, this design has a smaller footprint and would accommodate the existing carriers as well as expansion and or consideration of technology upgrades. Initial costs for construction are estimated at \$827,000.

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Appendix F	Tower Certification 1-A; FAA Determination; Antenna Structure Registration; (ASR) Airspace Analysis
Appendix G	Phase I Environmental Site Assessment; NEPA Package
Appendix H	Contractor Construction Estimates

Feasibility Study Report

Wayzata Middle School Communication Tower

Prepared for City of Wayzata

1.0 Introduction

1.1 Project Background

Since the beginning of pager and cellular service, water storage facilities have been sought out by the communications industry as a choice location for siting its equipment. This is due in part to their elevation, and in many cases, proximity to user density. They can reduce the overall site construction costs for the tenant. In turn this has benefited cities with good service and a new source of revenue. Over time City Telecommunication ordinances were developed to prioritize the location of Tenants onto City properties for the purpose of developing a basis for additional revenue, but just as important, reduce/control what was being seen as a blight of self-supporting towers. This too would create facility issues as water storage towers, already questionable aesthetically with neighborhood residents, were becoming more obtrusive with the addition of attached Tenant equipment and associated ground equipment.

Over the years each of these issues has been accentuated for the City of Wayzata, and most specifically residents directly adjacent to Bell Courts. The addition of further Tenants and Tenant upgrades, due to changes in both technology and use, had translated into a greater and more frequent need for site access. The need for access and the visual changes to the tower would have the greatest effect on residences along Gardner Street East and Minnetonka Avenue North. Of additional concern to area residents was the noise generated from the cycling of the air conditioning compressor units used to reduce heat generation from equipment operation.

Initial discussions between area residents and the City centered on modifications to the ground equipment compound, beginning during design of the new water treatment plant in 2008. A study was requested by the City and completed by SEH, but was not moved forward due to estimated project costs on the options presented and construction of the treatment plant. Options presented were as follows:

Table 1
Telecommunications Site Improvements

Option	Description	Estimated Cost	Time Line to Completion	Final Compound Removal Date
1	Removal of the existing fence, adding a berm and vegetation	\$61,500	Spring of 2015	
2A	Create inset compound and make temporary improvements to the existing compound	\$176,400	Summer of 2017	2021
2B	2B – Construct a walled compound and make temporary improvements to the existing compound	\$242,600	Summer of 2017	2021
2C	Construct an underground compound and temporarily improve the existing compound	\$478,800	Summer of 2017	2021

Please see Appendix A.

The issue was brought forward again in 2012, and a Telecommunications Rehabilitation Options Report was presented to Council by SEH. This time consideration focus was on site relocation and estimated associated costs.

Since then the City and SEH have worked collectively to confront, as best as possible, issues directly related to Tenant installations on the tower. As upgrades were brought forward, SEH worked with their engineers to address equipment clutter by creating a roof handrail system and relocating AT&T from their lattice towers. Coaxial cables were replaced by fiber hybrid cables and routed onto new bracketing attached to the inside face of the support columns. Cables were installed with manufactured white jacketing (as required by the City), or white tape. Though this may have helped aesthetically, it was not enough, and could not alleviate continuing issues such as site access, compressor noise, and overall compound visibility.

In 2015, siting the renewal period for a number of its leases, the City determined that the timing was right to entertain discussions with its Tenants the question of relocation. The discussions were preempted by the completion of a siting study, the purpose of which was to provide an aerial assessment of multiple City sites for their consideration as future sites. These sites included:

- Public Works Facility (299 Wayzata Blvd. West)
- Wayzata Middle School (149 Barry Avenue North)
- South Frontage Road (Lift Station #21)

These sites were assessed to simulate actual conditions as related to Tenant requirements for line-of-site as associated with radio frequency (RF) propagation used to determine signal coverage. The results of the assessment were presented to the Tenants at a meeting held April 24, 2015. At the conclusion of the meeting, Tenants, including AT&T, Sprint, T-Mobile, and Verizon, were requested to independently review the report and provide their own assessment of the proposed sites to determine which would provide coverage similar to the existing Gardner Street water tower. The consensus of the Tenants was the Wayzata Middle

School. The results of the survey and input from City staff were supported by City Council. At their direction SEH was contracted to proceed with the investigation into the feasibility of constructing a new communication tower at the site.

2.0 Tower Selection

Consideration for the tower selection was based on a set criteria with an emphasis on aesthetics as a driving factor for the project. Other determining criteria related to the towers need to maintain an equivalency in customer service that would equate to equal coverage by the current carriers as compared to the existing Gardner Street site. Furthermore, the new facility would need to consider expansion or upgrades in technology that may be required by each carrier from time to time.

It was determined early in the project through meetings with City staff that the design criteria should be reduced to consideration of a monopole in lieu of a lattice, or guyed style tower. A monopole would provide the least obtrusive design, require the smallest footprint, and could be the most cost-effective option for construction.

In a previous phase of the project, SEH investigated three sites as identified by the City for consideration. These sites included the following:

- Public Works Facility (299 Wayzata Blvd. West)
- Wayzata Middle School (149 Barry Avenue N)
- South Frontage Road (Lift Station #21)

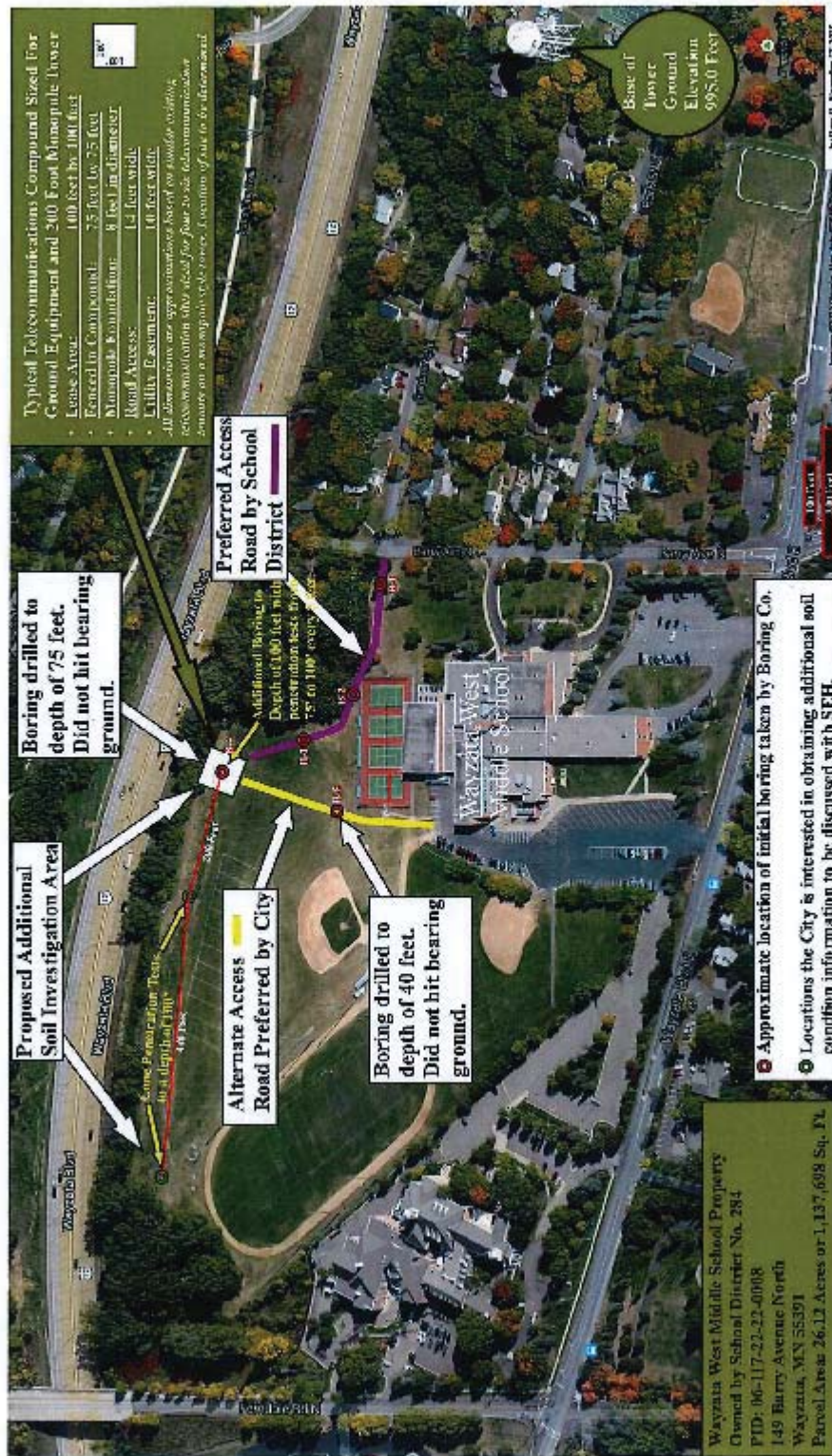
On March 31, 2015, SEH was contracted for performance of a video fly-over using an Unmanned Aerial Vehicle (UAV), or drone, at each of the sites. The purpose of which was to simulate actual conditions in real-time of vertical elevations at 10 ft. intervals to identify line-of-site issues associated with radio frequency (RF) propagation. RF propagation studies would be used by the carriers in determining signal coverage. It further simulated the current radiation or RAD centers of the carriers. The findings from this report were shared at a joint meeting commenced on April 24, 2015, attended by the City, SEH representatives, and current Tenant representatives. As identified in the SEH memorandum presented to the City of Wayzata dated June 17, 2015, based on review of the information provided inclusive of the City of Wayzata, the Tenant (carrier) meeting and follow up responses, it was the opinion of SEH that the Middle School site be considered as the site for construction of a new tower and future relocation of carrier equipment. (Please see Appendix B)

Initiation of the feasibility study began with a meeting between the City, SEH and representatives of the Wayzata School District No.284. The purpose of the meeting was to provide the school with a proposed project overview. This included discussion of the Following:

- Tower structure and compound
- Proposed location and footprint on its property
- Proposed points of access
- School site safety concerns
- Lines of communication and means of access (study related)

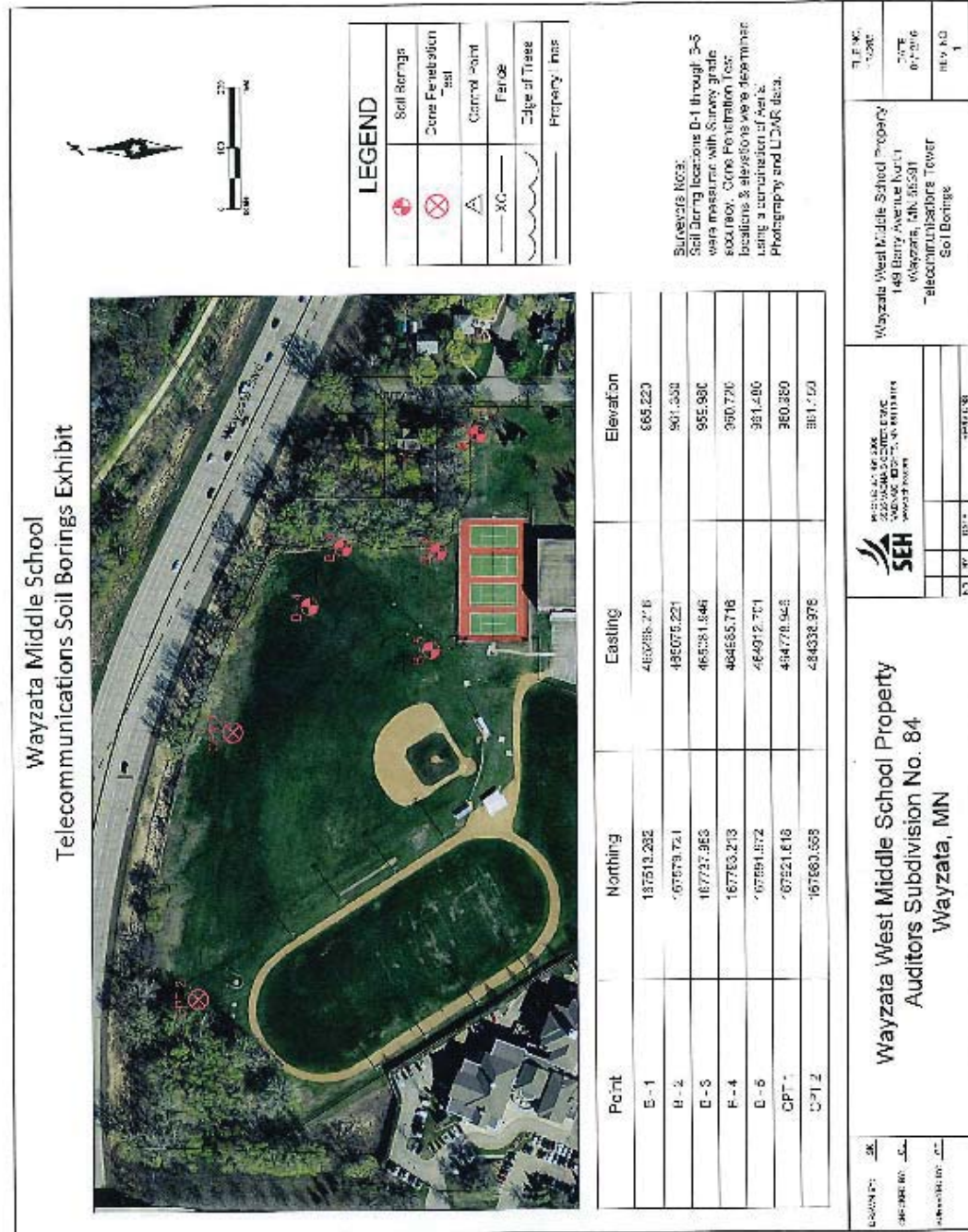
Specific to the tower, discussion focused on the approximate height, lease area requirements, fenced in compound and points of access. Identified were locations off Wayzata Blvd. E, through the schools parking lot, and Barry Avenue N.

Figure 1 – Wayzata Middle School Site Map



Initiation of the field investigation commenced with staking to identify the proposed locations for soil borings to be used to confirm the feasibility of the middle school location for both the tower and the access road. Utility locates were coordinated by SEH. This information would be further used to determine the availability/proximity with respect to the proposed compound location.

Figure 2 – Wayzata Middle School Boring Log



Soil boring locations, as identified in the SEH survey discussion above, were completed by Braun Intertec on October 16, 2015. The results included in that report dated February 4, 2016, identified near surface existence of peat and silty sand, and groundwater at depths between 5 ft. and 12.5 ft. Hard, sandy-lean clay was encountered at approximately 70 feet, with poorly graded sand identified at the bottom of the boring.

On December 4, 2016, additional testing was performed due to poorer than expected soil conditions. This included the investigation of two more sites using SPT borings and cone penetrometer testing (CPT). The results, inclusive of the additional testing as outlined in the report, and stated in the SEH memorandum dated December 15, 2015, state that competent soils were located at boring B-4, and appear to be most favorable for foundation construction. The summation of the report confirms the feasibility of the proposed tower at the selected Wayzata Middle School location. (Please see Appendix C)

Next was consideration of site access. Two routes were initially considered to the tower, the first along the tree line in the northeast corner of the school property and accessible from Barry Street. The second proposed access was from the school parking lot and cutting through the school grounds. Though soils were identified per the soils report as questionable, area residents had expressed that the City consider the second proposed access point through the school to minimize any additional traffic on Barry Street; which is the recommendation of this report.

A complete site survey and legal description was completed by SEH following confirmation of recommendations for the site, as provided in the soils report, site regulatory clearance, and completion of a property agreement between the Wayzata School District and the City of Wayzata. (Please see Appendix D) Additionally, a property report was requested by SEH on behalf of the City of Wayzata from Land Title. The applicant being Independent School District No.284 for the property identified as 149 Barry Avenue North, Wayzata, Minnesota 55391. (Please see Appendix E)

3.0 Campus Safety Concerns

Safety issues relating to the proposed selected site evolved around access and radio frequency (RF).

Based on the request for proposed access through the school parking lot, school concerns focused on timing as related to both daily project work and work in general. Limitation to driveway access includes 45 minutes prior to the start of school and 30 minutes after dismissal to allow for busses dropping off and picking up students. Additionally, the school expressed a preference for major work to take place while school is in session, while staff is available to better monitor site access and work progress. Specific to notification, the school had requested the following:

- 48 hour notification – General work
- 24 hour notification – Emergency access

During the meeting between school officials, the City, and SEH, the question was brought up about maintaining safety while activities are occurring at the adjacent fields. The consensus was that field activities were far enough away from the proposed site. Site safety would be maintained by incorporating permanent fencing around the perimeter of carrier equipment in the project design. Temporary fencing would be required and installed to segregate the work zone during periods of construction and or upgrading.

Specific to concerns regarding RF, the following recommendations were made at the above referenced meeting:

- A radio frequency meter would be purchased by the City as part of the project, and kept at the Middle school to be made available to parents/residents upon request
- As an enhancement for the purpose of providing basic information regarding RF safety to the general public, educational materials incorporating FCC regulatory requirements could be developed and provided for the school and distributed on a per requested basis.

4.0 Regulatory Due Diligence

With consideration by the City in constructing a new communications tower, it was the responsibility of the City to complete regulatory due diligence associated with the property under consideration. Should the City move forward with the project; the information obtained will be required by each carrier as part of their documentation package as they proceed in the relocation of their equipment to the new facility. As per the project scope, SEH has completed the following:

The 1A Certification was completed directly by SEH and included a survey identifying the proposed horizontal coordinates for the center of the tower, both Latitude (NAD 83) 44 degrees 58 minutes 37.06 seconds North, and Longitude (NAD 83) 93 degrees 31 minutes

07.06 seconds West. Vertical data was based on an assumed tower height of 199 ft. above ground level (AGL). (Please see Appendix F)

Based on an air space analysis performed on 10/5/16, the coordinates for the proposed tower as outlined in the 1A Survey proved to be out of tolerance in the FAA Notice Criteria Tool. The FAA requested that this structure be filed. SEH initiated the FAA filing on 10/04/16, and forecast completion within ninety (90) days. (Please see Appendix F)

Both the Phase 1 Environmental Site Assessment (ESA) and National Environmental Policy Act (NEPA) were completed by Impact 7G, Inc. of Johnston, Iowa.

We have provided a spreadsheet (See Table 2 below) identifying the results on each of these regulatory segments. As stated in the attachment specific to the Environmental Site Assessment and within their Executive Summary, based on the data gathered, there is no further investigation warranted for the property at this time. Though two non-scope ASTM considerations were included, due to the absence of structures on the property, the risk of Asbestos Containing Materials (ACM) and Lead-Based Paint (LBP) exposure is minimal. (Please see Appendix G)

Table 2
Project Summary

Report Component	Sec.	REC ¹	CREC ²	HREC ³	De Min ⁴	Non-ASTM	Further Action	Comments
Current Property Use	1.0						NO	
Adjacent Properties	3.3						NO	
Historical Review	5.3						NO	
Previous Reports	4.7						NO	
User Provided Information	4.0						NO	
Regulatory Database Review	5.0						NO	
Site Reconnaissance:	6.0						NO	
• Hazardous Materials							NO	
• Petroleum Materials							NO	
Vapor Encroachment Screen	7.0						NO	
Interviews	8.0						NO	
ASTM Non-Scope:	13.0						NO	
• Lead Based Paint						X	NO	
• Asbestos						X	NO	

¹ Recognized Environmental Condition – See Definition in Executive Summary

² Controlled Recognized Environmental Condition – See Definition in Executive Summary

³ Historical Recognized Environmental Condition – See Definition in Executive Summary

⁴ De Minimis Condition – See Definition in Executive Summary

The NEPA investigation was finalized upon the completion of the Tower Construction Notification System (TCNS), as provided with the aforementioned spreadsheet. To date one (1) tribe (Crow Creek Sioux) has granted conditional approval based on the requirement of having their own monitor on the site during construction at the City's expense. Upon project approval by the City and confirmation of an approved construction schedule, SEH will

communicate with the tribe to coordinate site monitoring and determine estimated fees, which are anticipated to be a few thousand dollars.

Table 3
NEPA Checklist

Site #: N/A	Site Name: Wayzata Middle School	Site Address: Wayzata, MN 55391		
FCC Category	Fed/State Agencies	Summary of Negative Impacts	Check Box	
			Yes	No
1. Will the facility be located in an officially designated wilderness area?	National Park Service, Bureau of Land Management, National Wilderness Preservation System			X
2. Will the facility be located in an officially designated wildlife preserve?	U.S. Dept of Interior – Fish & Wildlife (USFWS)			X
3. Will the facility affect listed or proposed threatened or endangered species or designated critical habitat?	USFWS			X
4. Will the facility affect districts, sites, buildings, structures or objects listed, or eligible for listing on the National Register of Historic Places?	State Historic Preservation Office			X
5. Will the facility affect Indian Religious sites:	U.S. Dept of Interior – National Park Service	See Tribal Summary Table in Appendix D		X*
6. Will the facility be located in a Flood Plain?	Federal Emergency Management Agency			X
7. Will the facility construction involve significant change in surface features?	National Wetlands Inventory – US Fish and Wildlife Services			X
8. Will the antenna towers and/or supporting structure be equipped with High Intensity White Lights	Federal Aviation Administration	Client responsibility		X
9. Will the facility result in human exposure to radiation in excess of the applicable safety standards?	Federal Communications Commission	Client responsibility		X

**The Crow Creek Sioux Tribe requests a Tribal Monitor to be present during construction at this site.*

4.1 Conclusion

In conclusion, the proposed project facility does not appear to significantly affect any of the FCC Special Interest items; therefore, no further investigation is warranted at this time.

Figure 4 – TCNS Log

Tribal Name	1st Notification Completion	2nd Notification Completion	3rd Notification Completion	4th Notification Forecast	Tribal Survey Completion	Ethnographic Report Completion	Tribal Response/ Approval Forecast	Tribal Response/ Approval Received	Tribal Comments
Crow Creek Sioux	3/18/2016				6/15/2016			7/6/2016	Approved, but Tribal Monitor required to be onsite during construction at City's expense. Fees Assessed
Fort Peck	3/18/2016					6/2/2016		7/6/2016	Fees Assessed
Northern Arapaho	3/18/2016					6/2/2016		7/5/2016	Fees Assessed
Omaha	3/18/2016	5/22/2016	6/22/2016					6/29/2016	Fees Assessed
Wyandotte	3/18/2016	5/22/2016	6/22/2016	7/22/2016			8/5/2016		
Yankton	3/18/2016				6/15/2016		8/5/2016		
Chippewa Cree	3/18/2016							5/27/2016	Fees Assessed
Crow Tribe	3/18/2016							5/27/2016	Fees Assessed
Fort Belknap Indian Community	3/18/2016							5/27/2016	Fees Assessed
Keweenaw Bay Indian Community	3/18/2016							5/27/2016	Fees Assessed
Lac du Flambeau	3/18/2016							5/27/2016	Fees Assessed
Lac Vieux Desert Band of Lk Superior Chippewa	3/18/2016							5/27/2016	Fees Assessed
Lower Sioux Community of Minnesota	3/18/2016							5/27/2016	Fees Assessed
Menominee	3/18/2016							5/27/2016	Fees Assessed
Northern Cheyenne	3/18/2016							5/27/2016	Fees Assessed
Ottawa	3/18/2016							5/27/2016	Fees Assessed
Ponka	3/18/2016							5/27/2016	Fees Assessed
Red Cliff	3/18/2016							5/27/2016	Fees Assessed
Santee Sioux	3/18/2016							5/27/2016	Fees Assessed
Sisseton- Wahpeton Oyate	3/18/2016							5/27/2016	Fees Assessed
Spirit Lake Nation	3/18/2016							5/27/2016	Fees Assessed
Turtle Mountain Band	3/18/2016							5/27/2016	Fees Assessed
Upper Sioux Community of Minnesota	3/18/2016							5/27/2016	Fees Assessed

5.0 Financial Cost Assessment

As discussed above, recommendations for the new tower have been narrowed to a monopole design for reasons of aesthetics, functionality, and cost. As part of the study scope, SEH has reached out to two qualified area contractors for estimated project costs based on the proposed project parameters. (Please see Appendix H) The Estimated costs are shown in Table 3 below:

Table 4
Estimated Costs

Contractor	Estimated Construction Cost
Vertical Limit Construction, LLC	\$624,177.46
Vinco Inc.	\$451,200.00

A breakdown of these costs was provided in the February 15, 2016, letter provided by SEH and is provided as an attachment to this report. (Please see Appendix H) A revised project estimate was requested to be inclusive of associated costs for the decommissioning of the Gardner Street site, information that was not part of the original contractor estimates, but is included in Table 4 below:

Table 5
Telecommunications Tower Feasibility Study Relocation Cost Estimate

Item #	Description	Wayzata Middle School Monopole
1.0	PREPARE NEW SITE	
1.1	Detailed Bid Specifications & Construction Documents	\$ 30,000
1.2	Clear and Grade Compound and Tower Locations	\$ 55,000
1.3	Access Drive	\$ 30,000
1.4	Utility Right of Way Improvements	\$ 46,000
1.5	Tower Structure w/Foundation (installed)	\$ 350,000
1.6	Ice Bridge to Compound w/Spurs to Tenants	\$ 15,000
1.7	Equipment Shelter Compound: Aggregate, Gate, Fence.	\$ 65,000
1.8	Site Grounding System	\$ 15,000
1.9	New Electrical Service	\$ 78,000
1.10	City Project Mgmt (Admin, Legal & Coordination)/Inspection	\$ 35,015
1.11	Subtotal	\$ 719,015
1.12	Contingency 15% construction cost	\$ 107,852
1.13	New Site – Estimated Project Cost:	\$ 826,867
2.0	RELOCATE / ADD TENANTS (at Tenant Expense)	
2.1	City related PM / Coordination / Legal	\$ 15,000
3.0	DECOMMISSION AND CLEAN UP @ GARDNER SITE	
3.1	Remove Chain Link Fence	\$ 2,000
3.2	Remove Cables and Ice Bridges	\$ 3,000
3.3	Remove all Brush and Aggregate	\$ 3,000

3.4	Grade and Sod site	\$ 5,000
3.5	Project PM and Construction Admin.	\$ 2,000
3.6	Subtotal	\$ 15,000
3.7	Contingency	\$ 1000
3.8	Gardner Site Clean Up – Estimated Project Cost (City Expense)	\$ 16,000

Assumptions/Qualifications

1. Tower material pricing assumptions listed below:
 - a. 195' monopole
 - b. 5 antenna platforms with handrail kit, 12'face, no antenna pipes
 - c. Loading:
 - 5 carriers each with (12) antennas and (12) 1-5/8 coax lines
 - Structure Class II, Exposure Category C, Topography Category 1
2. Tower foundation pricing based on 9' diameter by 57'-6" depth caisson.
 - a. 9' diameter, 57'-6" length
 - b. Slurry water disposed of on site
 - c. Spoils removed from site
3. Soils information from geotechnical report furnished by SEH Engineer.
4. Access road – 12' wide, 690' long, ground stabilization fabric, 6" aggregate surfacing
5. Tower compound – 75' by 75', ground stabilization fabric, 6" aggregate surfacing
6. Fencing – 6' standard chain link, driven posts (no concrete)
7. Electric – 6-gang multi-meter fed with (6) 500 MCM conductors. Utility transformer located within 10' of metering equipment.
8. Fiber/Telco – not included.
9. Grounding – standard system, #2 solid, tinned conductor and 5/8" by 10' long ground rods.
10. Pricing does not include any carrier work.
11. All work completed in "no frost" conditions.

With respect to engineering, SEH proposes a fee of \$65,015 inclusive of design and specification development, bidding, construction administration, and construction observation. Upon completion of the feasibility study, SEH will provide the City of Wayzata with a final estimate based on the City's review and any final changes to the overall project scope. Our submission will include a comprehensive breakdown of tasks associated with our scope of work and corresponding fee.

6.0 Project Schedule

The table below outlines a tentative project schedule that gives consideration to forthcoming lease renewals by the carriers and the request by Wayzata Middle Schools to complete construction prior to the start of the 2017 -2018 school year.

Table 6
Project Schedule

Activity	Date
Engineering Phase	
Engineering Awarded	November 1, 2016
Project Initiation Meeting	Week of November 1, 2016
Development – Plans/Specifications	November 2, 2016
Tenant Meeting	December 8, 2016
Review by City Staff	December 15, 2016
Final Plans/Specifications	January 9, 2017
Bid Phase	
Project Approval by Council	January 17, 2017
Ad for Bid	January 23, 2016 - Depending on Publishing Date Req.
Pre Bid Meeting	February 9, 2017
Contractor Qualification Assessment	February 16, 2017
Bid Opening	February 23, 2017
Council Award	March 7, 2017
Contracts to Contractor	March 14, 2017
Construction Phase	
Submittal Review	April 7, 2017
Preconstruction Meeting	May 30, 2017
Site Mobilization/ Foundation Development	June 6, 2017
Tower Erection/Site Utilities/Tenant Ground Equipment	July 6, 2017
Access Road Development and Final Landscaping	August 5, 2017
Begin - Tenant Monopole Installations	September 4, 2017
Substantial Completion - Tenant Monopole Installations	October 6, 2017

Note: The above represents estimated dates

It has been identified by the City that due to the project type the City will need to go through the conditional use permitting (CUP) process, taking approximately 60 days to complete. It is our understanding that it is the City's intent to proceed with this process in tandem with other activities as outlined in the above schedule, with completion prior to contractor award.

7.0 Feasibility and Recommendation

As discussed in the introduction, water storage facilities have been utilized by Tenants for their height and location from the beginning. However, over the years the sheer number of Tenants and their equipment necessary to provide needed services for voice, data and streaming would ultimately create facility issues. The City of Wayzata neighborhood residence have become increasingly disturbed by equipment noise, continuous Tenant access, and the obtrusiveness of both the equipment compound and the Gardner Street water tower itself.

The City views telecommunication services as an important asset to the existing and future growth of the City. Based on considerations for location design parameters, cost, construction

scheduling, Tenant disruptions (service) and/or site reestablishment, and overall aesthetics, SEH recommends consideration by the City for new tower construction at the Wayzata Middle School site. We believe it is the option that most completely satisfies the criteria set by the City of Wayzata and that of the Tenants for providing continued telecommunications service today and for the future to the benefit of both area businesses and its residents.

dmk



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

Mayor:
Ken Willcox

City Council:
Bridget Anderson
Johanna McCarthy
Andrew Mullin
Steven Tyacke

City Manager:
Jeffrey Dahl

DATE: October 13, 2016
TO: The Honorable Mayor and Members of the City Council
FROM: Jeffrey Dahl, City Manager
Re: Continuation of CIP Discussion

Update

At the October 4th Work Shop, the City Council received a presentation from staff regarding the 2017 enterprise fund budgets as well as desired new park-related capital projects from the Parks and Trails Board. Because time was cut short, staff was not able to go over the bulk of the updated CIP.

Since that meeting, staff has worked with Steve McDonald from AEM to add a Downtown Parking District Fund that contains parking related improvements such as the parking ramp, maintenance and operations of the ramp and other municipal parking lots, as well as future parking expansion projects.

At the meeting, staff will be going through this new fund, the Parks and Trails requests, and all the other updates.

Attached is the new Downtown Parking District Fund.

City of Wayzata
Cash Flow Summary
All Funds

Downtown Parking District CIP Fund Fund

Downtown Parking District CIP Fund Fund
Projected Balance

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
BEGINNING ENDING RESERVE BALANCE	-	435,000.00	120,606.00	74,931.06	65,870.37	56,485.07	46,955.86	36,851.65	26,686.31	16,051.02
Receipts	-	-	-	-	-	-	-	-	-	-
Investment Earnings	-	-	525.06	239.31	133.70	25.35	-	-	-	-
Disbursements	(85,000.00)	(10,676,000.00)	(136,200.00)	(102,000.00)	(105,000.00)	(107,900.00)	(111,400.00)	(114,500.00)	(118,100.00)	(121,700.00)
Other Financing Sources (Uses)	-	-	-	-	-	-	-	-	-	-
Developer Landscaping Contribution for Broadway Place	-	50,000.00	-	-	-	-	-	-	-	-
Payment in Lieu of Parking--Broadway Place	520,000.00	-	-	-	-	-	-	-	-	-
TIF Financing	-	7,761,606.00	-	-	-	-	-	-	-	-
Allocated Cash for Parking Ramps	-	1,680,000.00	-	-	-	-	-	-	-	-
Special Service District Assessments	-	-	90,000.00	92,700.00	95,481.00	98,345.43	101,295.79	104,334.67	107,464.71	110,668.65
Roof Options (Other Finance Sources Credit)	-	870,000.00	-	-	-	-	-	-	-	-
YEAR ENDING RESERVE BALANCE	435,000.00	120,606.00	74,931.06	65,870.37	56,485.07	46,955.86	36,851.65	26,686.31	16,051.02	5,039.67

Downtown Parking District CIP Fund Fund
Actual Balance

	2015	2014	2013	2012	2011
BEGINNING ENDING RESERVE BALANCE	-	-	-	-	-
Receipts	-	-	-	-	-
Investment Earnings	-	-	-	-	-
Disbursements	-	-	-	-	-
Other Financing Sources (Uses)	-	-	-	-	-
Developer Landscaping Contribution for Broadway Place	-	-	-	-	-
Payment in Lieu of Parking--Broadway Place	-	-	-	-	-
TIF Financing	-	-	-	-	-
Allocated Cash for Parking Ramps	-	-	-	-	-
Special Service District Assessments	-	-	-	-	-
Roof Options (Other Finance Sources Credit)	-	-	-	-	-
YEAR ENDING RESERVE BALANCE	-	-	-	-	-

City of Wayzata
Capital Improvement Plan Summary
Downtown Parking District CIP Fund Fund

City of Wayzata - Downtown Parking District CIP Fund Fund
Capital Projects Summary

Downtown Parking District CIP Fund Fund Capital Project Summary Table (Fund #299)																		
Project Description	Estimated Year Needed	Project Costs			Type of Project		Financing Sources					Notes						
		Current Project Cost	Dollars Spent to Date	Total Cost (with inflation)	New	Maintenance	Status	Downtown Parking District CIP Fund	State	County	Bonds		Development	Misc.	TIF	Special Assessment	Total Other Sources	Fully Financed?
Maintenance and Operations:																		
Marketing-2017	2017	5,000	-	5,000	5,200	-	Ongoing	5,200	-	-	-	-	-	-	-	-	-	-
Parking Services (Vale), etc.-2017	2017	20,000	-	20,000	20,600	-	Ongoing	20,600	-	-	-	-	-	-	-	-	-	-
Maintenance-2017	2017	5,000	-	5,000	5,100	-	Ongoing	5,100	-	-	-	-	-	-	-	-	-	-
Admin-2018	2018	42,000	-	42,000	44,600	-	Ongoing	44,600	-	-	-	-	-	-	-	-	-	-
Marketing-2018	2018	10,000	-	10,000	10,700	-	Ongoing	10,700	-	-	-	-	-	-	-	-	-	-
Parking Services (Vale), etc.-2018	2018	13,000	-	13,000	13,800	-	Ongoing	13,800	-	-	-	-	-	-	-	-	-	-
Maintenance-2018	2018	13,000	-	13,000	13,800	-	Ongoing	13,800	-	-	-	-	-	-	-	-	-	-
Admin-2019	2019	5,000	-	5,000	5,100	-	Ongoing	5,100	-	-	-	-	-	-	-	-	-	-
Maintenance-2019	2019	42,000	-	42,000	45,900	-	Ongoing	45,900	-	-	-	-	-	-	-	-	-	-
Marketing-2019	2019	10,000	-	10,000	11,000	-	Ongoing	11,000	-	-	-	-	-	-	-	-	-	-
Parking Services (Vale), etc.-2019	2019	13,000	-	13,000	14,300	-	Ongoing	14,300	-	-	-	-	-	-	-	-	-	-
Maintenance-2019	2019	13,000	-	13,000	14,300	-	Ongoing	14,300	-	-	-	-	-	-	-	-	-	-
Admin-2020	2020	5,000	-	5,000	5,700	-	Ongoing	5,700	-	-	-	-	-	-	-	-	-	-
Maintenance-2020	2020	42,000	-	42,000	47,300	-	Ongoing	47,300	-	-	-	-	-	-	-	-	-	-
Marketing-2020	2020	10,000	-	10,000	11,300	-	Ongoing	11,300	-	-	-	-	-	-	-	-	-	-
Parking Services (Vale), etc.-2020	2020	13,000	-	13,000	14,700	-	Ongoing	14,700	-	-	-	-	-	-	-	-	-	-
Maintenance-2020	2020	13,000	-	13,000	14,700	-	Ongoing	14,700	-	-	-	-	-	-	-	-	-	-
Admin-2021	2021	5,000	-	5,000	5,800	-	Ongoing	5,800	-	-	-	-	-	-	-	-	-	-
Maintenance-2021	2021	42,000	-	42,000	48,700	-	Ongoing	48,700	-	-	-	-	-	-	-	-	-	-
Marketing-2021	2021	10,000	-	10,000	11,600	-	Ongoing	11,600	-	-	-	-	-	-	-	-	-	-
Parking Services (Vale), etc.-2021	2021	13,000	-	13,000	15,100	-	Ongoing	15,100	-	-	-	-	-	-	-	-	-	-
Maintenance-2021	2021	13,000	-	13,000	15,100	-	Ongoing	15,100	-	-	-	-	-	-	-	-	-	-
Admin-2022	2022	5,000	-	5,000	6,000	-	Ongoing	6,000	-	-	-	-	-	-	-	-	-	-
Maintenance-2022	2022	42,000	-	42,000	50,200	-	Ongoing	50,200	-	-	-	-	-	-	-	-	-	-
Marketing-2022	2022	10,000	-	10,000	12,000	-	Ongoing	12,000	-	-	-	-	-	-	-	-	-	-
Parking Services (Vale), etc.-2022	2022	13,000	-	13,000	15,600	-	Ongoing	15,600	-	-	-	-	-	-	-	-	-	-
Maintenance-2022	2022	13,000	-	13,000	15,600	-	Ongoing	15,600	-	-	-	-	-	-	-	-	-	-
Admin-2023	2023	5,000	-	5,000	6,200	-	Ongoing	6,200	-	-	-	-	-	-	-	-	-	-
Maintenance-2023	2023	42,000	-	42,000	51,700	-	Ongoing	51,700	-	-	-	-	-	-	-	-	-	-
Marketing-2023	2023	10,000	-	10,000	12,300	-	Ongoing	12,300	-	-	-	-	-	-	-	-	-	-
Parking Services (Vale), etc.-2023	2023	13,000	-	13,000	16,000	-	Ongoing	16,000	-	-	-	-	-	-	-	-	-	-
Maintenance-2023	2023	13,000	-	13,000	16,000	-	Ongoing	16,000	-	-	-	-	-	-	-	-	-	-
Admin-2024	2024	5,000	-	5,000	6,400	-	Ongoing	6,400	-	-	-	-	-	-	-	-	-	-
Maintenance-2024	2024	42,000	-	42,000	53,300	-	Ongoing	53,300	-	-	-	-	-	-	-	-	-	-
Marketing-2024	2024	10,000	-	10,000	12,700	-	Ongoing	12,700	-	-	-	-	-	-	-	-	-	-
Parking Services (Vale), etc.-2024	2024	13,000	-	13,000	16,500	-	Ongoing	16,500	-	-	-	-	-	-	-	-	-	-
Maintenance-2024	2024	13,000	-	13,000	16,500	-	Ongoing	16,500	-	-	-	-	-	-	-	-	-	-
Admin-2025	2025	5,000	-	5,000	6,600	-	Ongoing	6,600	-	-	-	-	-	-	-	-	-	-
Maintenance-2025	2025	42,000	-	42,000	54,900	-	Ongoing	54,900	-	-	-	-	-	-	-	-	-	-
Marketing-2025	2025	10,000	-	10,000	13,100	-	Ongoing	13,100	-	-	-	-	-	-	-	-	-	-
Parking Services (Vale), etc.-2025	2025	13,000	-	13,000	17,000	-	Ongoing	17,000	-	-	-	-	-	-	-	-	-	-
Maintenance-2025	2025	13,000	-	13,000	17,000	-	Ongoing	17,000	-	-	-	-	-	-	-	-	-	-
Subtotal:		689,000.00	0.00	689,000.00	810,700.00	0.00		810,700.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Capital Improvements:																		
Parking Lot Improvements (Behind COV)																		
Marketing Lot Improvements-2016	2016	75,000	-	75,000	75,000	-	Ongoing	75,000	-	-	-	-	-	-	-	-	-	-
Maintenance-2016	2016	10,000	-	10,000	10,000	-	Ongoing	10,000	-	-	-	-	-	-	-	-	-	-
Parking Services-2016	2017	9,360,800	-	9,360,800	9,840,800	-	Ongoing	9,840,800	-	-	-	-	-	-	-	-	-	-
Mill Street Parking Ramp	2017	870,000	-	870,000	896,100	-	Ongoing	896,100	-	-	-	-	-	-	-	-	-	-
Mill Street Slopewalk & Landscaping Improvements	2017	100,000	-	100,000	103,000	-	Ongoing	103,000	-	-	-	-	-	-	-	-	-	-
Mill Street Slopewalk & Landscaping Improvements	2017	100,000	-	100,000	103,000	-	Ongoing	103,000	-	-	-	-	-	-	-	-	-	-
Mill Street Slopewalk & Landscaping Improvements	2018	18,000	-	18,000	19,100	-	Ongoing	19,100	-	-	-	-	-	-	-	-	-	-
Dispersal Parking Lot (Mill & Overlay)	2018	17,000	-	17,000	18,100	-	Ongoing	18,100	-	-	-	-	-	-	-	-	-	-
Municipal Parking Lot (Mill & Overlay)	2018	17,000	-	17,000	18,100	-	Ongoing	18,100	-	-	-	-	-	-	-	-	-	-
Parking Lots String-2018	2018	10,000	-	10,000	10,700	-	Ongoing	10,700	-	-	-	-	-	-	-	-	-	-
Parking Lots String-2018	2018	10,000	-	10,000	10,700	-	Ongoing	10,700	-	-	-	-	-	-	-	-	-	-
Parking Lots String-2019	2019	10,000	-	10,000	11,000	-	Ongoing	11,000	-	-	-	-	-	-	-	-	-	-
Parking Lots String-2019	2019	10,000	-	10,000	11,000	-	Ongoing	11,000	-	-	-	-	-	-	-	-	-	-
Parking Lots String-2020	2020	10,000	-	10,000	11,300	-	Ongoing	11,300	-	-	-	-	-	-	-	-	-	-
Parking Lots String-2021	2021	10,000	-	10,000	11,600	-	Ongoing	11,600	-	-	-	-	-	-	-	-	-	-
Parking Lots String-2022	2022	10,000	-	10,000	12,000	-	Ongoing	12,000	-	-	-	-	-	-	-	-	-	-
Parking Lots String-2023	2023	10,000	-	10,000	12,300	-	Ongoing	12,300	-	-	-	-	-	-	-	-	-	-
Parking Lots String-2024	2024	10,000	-	10,000	12,700	-	Ongoing	12,700	-	-	-	-	-	-	-	-	-	-
Parking Lots String-2025	2025	10,000	-	10,000	13,100	-	Ongoing	13,100	-	-	-	-	-	-	-	-	-	-
Subtotal:		10,540,000.00	0.00	10,540,000.00	10,867,100.00	0.00		10,867,100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL:		11,229,000.00	0.00	11,229,000.00	11,677,800.00	0.00		11,677,800.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00