WAYZATA CITY COUNCIL MEETING AGENDA

Wayzata City Hall Community Room, 600 Rice Street
Tuesday, May 16, 2017

WORKSHOP TOPICS FOR DISCUSSION:

1. **Update on Access to Lake Street from Steele Fitness (6:00 PM)**
2. **Update on Complaint Regarding Speeding on Wayzata Blvd. (6:30 PM or immediately following)**

7:00 PM - CITY COUNCIL MEETING

ITEM	DESCRIPTION	PRESENTER	DK	ST	KW	JM	AP	VOTE	PAGE #
1	**Call to Order**								
2	**Pledge of Allegiance**								
3	**Roll Call**								
4	**Approve Agenda**								
5	**Public Forum - 15 Minutes (3 min/person)**								
a.	Heritage Preservation Board Presentation of the Mayor's Best Historic Restoration Award 2017	HPB							
b.	Recognition of Retiring Police Officer Bob Vanderheiden	Risvold							
6	**New Agenda Items (3 min/councilmember) - 1. Councilmember suggest item to add; 2. Must be seconded by another Councilmember; 3. Determine staff resources, scheduling & timeframe; 4. Discuss & vote to add to future agenda**								
a.									
7	**Consent Agenda**								3
a.	Approval of City Council Workshop Meeting Minutes of May 2, 2017 and City Council Regular Meeting Minutes of May 2, 2017, and Special City Council Meeting Minutes of April 24, 2017								
b.	Approval of Check Register								
c.	Approval of Municipal Licenses								
d.	Police Activity Report								
e.	Building Activity Report								
f.	Approval of Change Order Request for Mill Street Parking Ramp								
8	**New Business**								
a.	2016 Audit Report Presented by Bill Lauer, MMKR	Lauer							56
b.	Consider Resolution No.17-2017 Approving Excess Revenue Transfers	Dahl							95
c.	Update on Fishing Restriction in Marina	Dudinsky							102
d.	Award Bid for 2017 Street Improvement Project	Kelly							106
e.	Consider Ordinance No. 772 Amending Chapter 710 and Section 801.36 of the City Code Pertaining to Tree Regulations	Thomson							111
9	**City Manager's Report and Discussion Items**								
10	**Public Forum (as necessary)**								
11	**Adjournment**								

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

Upcoming Meetings:
City Council - June 6 & June 20, 2017
Planning Commission - June 5 & 19, 2017

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

City of Wayzata
City Council
Agenda Report

MEETING DATE: May 16, 2017	**AGENDA ITEM:** 7a
TITLE: Approval of City Council Workshop Meeting Minutes of May 2, 2017, City Council Regular Meeting Minutes of May 2, 2017, and City Council Special Meeting Minutes of April 24, 2017	
PROPOSED MOTION: To approve the City Council Workshop Meeting Minutes of May 2, 2017, City Council Regular Meeting Minutes of May 2, 2017, and City Council Special Meeting Minutes of April 24, 2017	
PREPARED BY: Becky Malone, Deputy City Clerk	
REVIEWED BY: Jeffrey Dahl, City Manager	

ACTION REQUESTED:
Staff recommends approval of the attached draft minutes.

FINANCIAL OR BUDGET CONSIDERATION:
N/A

BACKGROUND:
N/A

ATTACHMENTS:
1. Draft City Council Workshop Meeting Minutes of May 2, 2017
2. Draft City Council Meeting Minutes of May 2, 2017
3. Draft City Council Special Meeting Minutes of April 24, 2017

WAYZATA CITY COUNCIL
WORKSHOP MEETING MINUTES
May 2, 2017

5:30 PM CIP Discussion and Excess Fund Transfers

Mayor Willcox called the meeting to order at 5:35 pm in the Community Room at Wayzata City Hall. Council Members present: Koch, McCarthy, Plechash, and Tyacke. Also present: City Manager Dahl, Senior Accountant Ovshak, and Director of Public Service Dudinsky.

Mr. Dudinsky provided a history of the Capital Improvement Plan (CIP) model. He explained that we look at the CIP at this time of the year, after the audit has been completed, and the excess revenue numbers for allocation have been determined. Mr. Dudinsky reviewed and explained each CIP and the projects for the years 2017 and 2018.

The Council requested that a future workshop meeting be scheduled to discuss wayfinding signage, a paddleball/platform tennis court, and cemetery expansion.

The Council noted that the Muni delivery vehicle is scheduled for replacement in 2018. They requested verification of delivery sales to justify the need for this capital purchase.

Mr. Dahl reviewed the cash balances of the CIP funds for the next five years and highlighted the funds having a deficit in 2021. He stated that of the $1,365,000 in excess funds for 2016, $499,000 was previously allocated to the parking ramp and $130,000 to Bushaway Road landscaping. This leaves $736,000 currently unallocated. Mr. Dahl recommended allocating $75,000 to the Parks CIP for consulting, planning and design of a master park plan as discussed in the April 2017 Strategic Planning session, and splitting the remainder between Lakefront CIP and General CIP. Mr. Dahl asked the Mayor and Council for their thoughts and recommendations.

Mrs. McCarthy requested that $50,000 be allocated for the JW Anderson Police Memorial. The Council agreed with her suggestion.

There was consensus on the Council to have staff bring back a resolution for approval of the following excess fund transfers: $75,000 to Parks CIP, $305,500 to Lakefront CIP, $305,500 to General CIP, and $50,000 to General CIP for the JW Anderson Police Memorial.

The workshop meeting was adjourned at 6:58 pm.

Respectfully submitted,

Becky Malone
Deputy City Clerk

WAYZATA CITY COUNCIL
<u>DRAFT</u> - MEETING MINUTES
May 2, 2017

<u>AGENDA ITEM 1. Call to Order.</u>
Mayor Willcox called the meeting to order at 7:00 p.m.

<u>AGENDA ITEM 2. Pledge of Allegiance.</u>

<u>AGENDA ITEM 3. Roll Call.</u>
Council Members present: Koch, McCarthy, Plechash and Tyacke. Also present: City Manager Dahl, Director of Planning and Building Thomson, and City Attorney Schelzel.

<u>AGENDA ITEM 4. Approve Agenda.</u>
Mr. Plechash made a motion, seconded by Mrs. McCarthy, to approve the agenda. The motion carried 5/0.

<u>AGENDA ITEM 5. Public Forum – 16 Minutes (3 minutes per person).</u>
a. Heritage Preservation Board Presentation of Centennial House Award
Elissa Madson, Vice Chair of the Heritage Preservation Board (HPB), reported on the history of 110 Minnetonka Avenue South, the 2017 Centennial House Award recipient. She presented an award, a sketch of home, and a cake to Haley Stone, current owner of the property. She noted the sketch was done by Merrily Babcock and the cake was donated by Lund's and Byerlys. Mayor Willcox thanked the HPB for their work in highlighting the property.

b. Mill Street Parking Ramp Update
Nate Pearson, TEGRA Group, reported they had the last elevated deck pour last week and the ramp project is still on schedule. The top ramp will be opened on July 1, and the remainder of the ramp will be opened in August. The utilities are being installed on Mill Street and a crane will be installed to hang the precast panels. Mill Street will be closed now until mid-June for the crane to move around. They are working with the businesses to let them know of the closures and where parking is available.

Mr. Tyacke inquired about the Mill Street Ramp budget. Mr. Pearson reported there is about $285,000 remaining of the $630,000 contingency. The biggest expense dealt with contaminated soils. There are still a couple of things that may dip into the remaining amount, but they hope to have about one third remaining at the end of the project.

Mrs. McCarthy stated she noticed some contractors parked along Broadway and inquired how the closing of Mill Street will be coordinated with the businesses and residents. Mr. Pearson commented the contractors are parking off site and there is some room on the site in the gated area. When the contractor anticipates disruption on Mill Street, they have received a disruption avoidance plan that is then delivered to the businesses.

City Manager Dahl commented that the contractors park on Broadway if they need to do a quick drop off or in rainy weather. The Mill Street closure has been addressed in email blasts and will be closed in segments.

c. Presentation of Wayzata Chamber of Commerce Exceptional Service Award to Schuler Shoes
Becky Pierson, President of the Wayzata Chamber of Commerce, reported Schuler Shoes was nominated because of their great customer service and support to other businesses. She presented

the Exceptional Service Award to the managers Kasana Davies and Andy Schulz, of Schuler Shoes. Mayor Willcox thanked them for their work in the community.

d. Summer Kick Off Picnic

Sarah Showalter, 635 Wayzata Boulevard, member of the Wayzata Parks and Trails Board, invited everyone to a Summer Kick Off Picnic for the summer recreation program on Thursday, May 11, from 5 to 7 p.m. at Bell Courts, across from Klapprich Park. Summer recreation programs offer a variety of programs for all ages along with a Bocce Ball league that was started last year. The programs offered can be found in their catalog as well as on the City website. Mayor Willcox thanked McCormick's for catering the picnic event.

d. Mediacom

Bob Dachelet, 263 Bushaway Road, requested the City provide additional information regarding Mediacom and consumer privacy laws in light of recent legislative changes. City Manager Dahl stated they will follow up on this request.

<u>AGENDA ITEM 6. New Agenda Items.</u>

None.

<u>AGENDA ITEM 7. Consent Agenda.</u>

City Attorney Schelzel requested some changes to the April 18 City Council Regular Meeting Minutes. On page six of the meeting packet, lines six and seven, he requested the words "open" and "opened" be replaced with "resume" and "resumed". On page ten of the meeting packet, line 33, he requested the word "adjourn" be replaced with the word "recess". The Council agreed.

Mr. Plechash referred to item 7(e), and inquired why the contract is not made evergreen instead of year to year, which is automatically renewed. City Manager Dahl stated the annual renewal was requested from the City of Long Lake because of potential changes in Council and it also provides the opportunity to make any necessary changes. It provides an out if there were issues.

Mr. Schelzel pointed out the language in the contract states it is automatically renewed each year and also has a short 30-day termination notice. They can approve the agreement subject to feedback from the Council and changes requested by the City Manager and City Attorney.

Mr. Tyacke made a motion, seconded by Mr. Koch, to approve the consent agenda:

a. Approval of City Council Workshop Minutes of April 18, 2017, and City Council Regular Meeting Minutes of April 18, 2017, and Strategic Planning Retreat Meeting Minutes of April 20 and 21, 2017
b. Approval of Check Register
c. Approval of Municipal Licenses
d. Acceptance of Mediacom Quarterly Customer Service Report
e. Approval of Shared Services and Equipment Agreement with the City of Long Lake

The motion carried 5/0.

<u>AGENDA ITEM 8. Public Hearing.</u>

a. Public Hearing and Consider Approval of an On-Sale Intoxicating Liquor License and Sunday On-Sale Intoxicating Liquor License for Bohland Hotel Group LLC DBA "Hotel Landing" and "ninetwentyfive" Restaurant at 925 Lake Street East

City Manager Dahl reported Bohland Hotel Group, LLC has applied for an on-sale intoxicating liquor license and Sunday on-sale intoxicating liquor license for Hotel Landing, a hotel, and ninetwentyfive, a restaurant, both of which are located at 925 Lake Street East. The licensed premises will include areas on the lower level, street level, mezzanine level, second level, third level and fourth level of the Hotel Landing, and the ninetwentyfive restaurant on the street level and mezzanine level. The outdoor patios must have approved control measures in place prior to opening. Consumption of alcoholic beverages will not be permitted in the great lawn area without additional licensure or additional City approval. A background investigation has been conducted and was found to be in satisfactory order. The Council recently amended an ordinance to allow a hotel to have a liquor license, and this allows them to move forward with the liquor license process.

Mrs. McCarthy inquired if the liquor license allows the sale of liquor via a minibar within the hotel rooms. She expressed concern that there would be no one to verify that the person consuming the alcohol would be of legal drinking age. Mr. Dahl responded minibars are considered on-sale liquor and they would be allowed; however, the applicant has not indicated there will be any minibars for sale. They have talked about having wine room-service, but the bottle must be opened so it is considered on-sale. As part of this application, minibars can be addressed as a condition of approval.

Mr. Schelzel advised State law does authorize hotels to have minibars and the hotel owners would not need to come back to the Council to request a new license to allow minibars unless it was a condition made during the approval.

Mrs. McCarthy inquired if they are working with the applicant to ensure that there is minimal disruption to the surrounding businesses and residents with the opening and ongoing operations at the hotel. Mr. Dahl responded they are working with the applicant on this issue and with the layout of the hotel, there are several staging areas that are on private streets within the Promenade development.

Mr. Tyacke inquired if staff has reviewed the application for completeness. Mr. Dahl commented it has been completed and everything is in order.

Steve Bohl, owner of Hotel Landing, introduced Owner's Representative Terry Schneider, General Manager Katie Neufeld, Food and Beverage Director Dawnette Meadows, and Chef Ryan Lund. Mr. Bohl stated they are respectful of how the City of Wayzata operates. There will not be stocked minibars in rooms, but they will offer wine bottle service in rooms upon request. When a bottle of wine is delivered to a guest room, they will check the guest's identification and make sure the room is not filled with minors. Mr. Bohl stated they have reviewed the overall master association and addressed issues with parking and drop-off areas. The details are still being worked out, there may be some details to iron out, but they will make sure it runs smoothly.

Mr. Bohl announced they will have their soft opening June 8 through June 10. He invited the Council to a ribbon cutting ceremony on June 16 at 10:30 a.m.

At the requested of the Council, Mr. Bohl gave an overview of the restaurant and hotel. He stated the management and hospitality are topnotch. The restaurant has outdoor seating during the summer months with radiant heating to allow the season to extend outdoors longer. There will be a small music venue available, and the restaurant will have an emphasis on wine. The banquet facilities can seat up to 220 people.

Chef Ryan Lund provided sample menus to the Council. He commented the type of food they serve is New American and he utilizes local farmers.

Mr. Bohl explained the first floor of the restaurant will be vibrant and a little noisier. The hallway along Lake Street will be quieter and the upstairs will offer additional quiet, intimate seating. They spent a lot of time and money on acoustical paneling to allow for all these different types of seating.

Mr. Tyacke inquired if a condominium owner has to go outside to get to the bar. Mr. Bohl commented there is internal access. Hotel services such as housekeeping, room service, and valet service are available to condominium owners, but not liquor service.

Mayor Willcox opened the public hearing at 8:03 p.m.

Dan Gustafson, 1040 East Circle Drive, on behalf of the surrounding neighborhood, commented he is looking for a commitment from the City to ensure that Hotel Landing will be a good neighbor today and in years to come.

There being no further input, Mayor Willcox closed the public hearing at 8:05 p.m.

Mr. Plechash made a motion, seconded by Mr. Tyacke to approve On-Sale Intoxicating Liquor License and Sunday On-Sale Intoxicating Liquor License for Bohland Hotel Group LLC DBA "Hotel Landing" and "ninetwentyfive" Restaurant at 925 Lake Street East. The motion carried 5/0.

<u>AGENDA ITEM 9. New Business.</u>

a. Consider Resolution No. 16-2017 Approving an Impervious Surface Coverage Variance at 128 Broadway Avenue North

Director of Planning and Building Thomson presented the development application for property owners, Scott Cooper and Jeff Jaglo located at 128 Broadway Avenue North. They are proposing to demolish an existing home on the property and construct a new single-family home with a detached garage.

Mr. Thomson reported the proposal requires an impervious surface variance from 35 percent to 38 percent. This request is mainly due to the new location of the garage and a longer driveway. To help mitigate runoff, a proposed rain garden will be on the back of the lot and drain tile will be located along the side of the property to direct drainage to the rain garden.

Mr. Thomson reported the Planning Commission reviewed the application and had two residents speak at the public hearing. They expressed support for the house design and discussed the stormwater management plan. They Planning Commission recommended approval for the impervious surface variance and noted the following: 1) Practical difficulties are due to the size and width of the lot; 2) Design is consistent with nearby properties; and, 3) Stormwater management would address additional runoff.

Mrs. Plechash commented he is in favor of this application and inquired what the current hard surface percentage is on the home. Mr. Thomson reported it is 19.7 percent.

Mr. Tyacke inquired if pervious pavers will be used for the apron area. Mr. Thomson responded they have been considered for the driveway. In this case, the property is not in the Shoreland District and does not receive credit for pervious pavers. The Watershed District is currently updating their rules regarding allowing credit for pervious pavers. Mr. Tyacke agreed it would make sense to allow credit for pervious pavers.

Mr. Koch inquired about the requirements for the rain garden. Mr. Thomson explained the stormwater management is a condition of the variance approval and it could not be removed in the future without complying with the impervious surface requirement.

Mrs. McCarthy inquired if the installation of the drain tile is part of the official application, if there is any proposed drainage for the garage pad, and if the downspouts will be buried. Mr. Thomson stated the drain tile is officially proposed as part of the plan. There was no plan for buried downspouts, but they could be connected to the drain tile on the south side of the house and garage. Mrs. McCarthy requested the downspouts be addressed.

Mr. Willcox inquired about the total square footage of living space. Mr. Thomson reported the first floor is 1,200 square feet, the second floor is 1,400 square feet, and the basement is 1,200 square feet.

Mr. Willcox pointed out on page 76, it states this application is a setback variance, and it should state it is an impervious surface variance.

Mr. Plechash commented he likes that a rain garden was made part of the plan.

Mrs. McCarthy commented it is a tough lot and the applicant has been thoughtful in keeping with the character of the neighborhood. They have found a way to put a home and garage within the confines of the setbacks and she is pleased with the design. She supports this application with the condition that the downspouts on the garage and house be tied in with the drain tile.

Jeff Jaglo, 16890 80th Place North, Maple Grove, owner, commented there is a collector at the ground level, six inches below each downspout that would then tie into the drain tile system and run to the rain garden. The driveway will be fairly flat, but the parking area in front of the garage can be sloped to the east to prevent runoff onto the neighboring property. A swale can also be created to assist in directing runoff, as approved by the City.

Mrs. McCarthy commented the applicant has given the runoff great consideration and there is no need to add additional stipulations to the motion regarding the downspouts.

Mr. Tyacke commented he supports this application based on the recommendations of the Planning Commission. Mr. Koch agreed with Mr. Tyacke and commented Planning Commission did a good job with applying realistic standards with the uniqueness of this lot.

Mr. Willcox commented this is a non-conforming lot with a reasonable amount of living space, the neighbors are pleased with the plan, and the garage is in the back of the home. He supports the application.

Mr. Tyacke made a motion, seconded by Mr. Koch, to approve Resolution No. 16-2017 Approving an Impervious Surface Coverage Variance at 128 Broadway Avenue North. The motion carried 5/0.

<u>AGENDA ITEM 10. City Manager's Report and Discussion Items.</u>

a. Update on Prescription Drop-Off Event update

City Manager Dahl reported the Fire Department held a successful prescription drug drop off day. Prescription drugs can also be dropped off at Ridgedale Hennepin County District Court during business hours.

b. Upcoming Dates

- Spring Clean-up will be held Saturday, May 6. Items need to be on the curb in the morning and a list of allowable items is on the City website.
- Council Walk-Through/Tour of the Mill Street Ramp will be on June 6.

c. Council Updates

Mayor Willcox reported the Bushaway planting event was successful. There were 330 volunteers in attendance from Cargill and BNSF, as well as Wayzata residents.

Mayor Willcox announced Dig It will be held on May 20 at 8:15 a.m., and information can be found on the City's website.

<u>AGENDA ITEM 10. Public Forum Continued (as necessary).</u>

There were no comments.

<u>AGENDA ITEM 11. Adjournment.</u>

Mrs. McCarthy made a motion, seconded by Mr. Plechash to adjourn. There being no further business, Mr. Willcox adjourned the meeting at 8:32 p.m.

Respectfully submitted,

Becky Malone
Deputy City Clerk

Drafted by Shannon Schmidt
TimeSaver Off Site Secretarial, Inc.

WAYZATA CITY COUNCIL
BOARD OF APPEAL AND EQUALIZATION
<u>DRAFT</u> –MINUTES OF CONTINUED MEETING
April 24, 2017

<u>AGENDA ITEM 1. Public Meeting.</u>

a. Resume Local Board of Appeal and Equalization Meeting

Mayor Willcox reconvened the meeting of the Local Board of Appeal and Equalization at 7:30 a.m. Members present: Willcox, McCarthy, Plechash, and Tyacke. Councilmember Koch was absent and excused.

b. Hear Appeals

The Council considered the appeal of the valuation of 739 Lake Street (PID #06-117-22-42-0014).

David Weigman, 3834 Lindon Road East, Medina, and representative of the property owner and the lessee of the property, Gavin Kaysen and Bellecour Restaurant, reported his concern related to the downtown parking situation and who should pay for it. He noted that in 1966, an assessment was levied against certain businesses, and it ended with a compromise where businesses were allocated parking spaces in exchange for agreeing to pay an assessment. Additionally, in 2015 the City did a parking study and showed the central business district as being one large parking area that was going to benefit from this parking facility, not allocating specific benefits to businesses that happen to be adjacent to the new parking ramp. Historically, the parking facility is meant to be used City wide and not as a benefit to one business. He argued that it is unfair to allocate the value only to the businesses that are adjacent to it.

Mr. Weigman provided some additional comparables, which he stated contradict sale amounts outlined in the materials in the meeting packet. The Gold Mine facility sold for $925,000, the Regatta sold for $96.38 a square foot, and the Garrison sold for $74.77. Based on these and all the other comparables on Lake Street he provided for the last five years, the average price was $82.60 per square foot, which is a $120.00 difference than what is being proposed.

Gavin Kaysen, Bellecour Restaurant, commented when he first considered expanding his restaurant to Wayzata, he looked at the Goldmine property on the corner. The price per square foot plus the asking for percentage rent was so wrong mathematically, they did not even consider it as an option. The property he is on now is feasible because the of the occupancy costs he can create for the space. His restaurant is bringing people out to Wayzata.

Mr. Tyacke inquired about the Bellecour lease and if the value of the outdoor dining area is impacted by the ramp construction. Mr. Weigman responded it is a full triple net lease where Mr. Kaysen pays the rent and all the costs associated with owning the building. Mr. Kaysen commented they are putting a lot of money into the back patio to cover the sight of the ramp, which includes a $10,000 awning. The cost to maintain the back patio will take six to eight years to get back.

Mayor Willcox inquired what a fair valuation would be. Mr. Weigman stated using the current established land value, which already increased $104,000 in 2016, they are proposing their increase be at $1,048,000.

Mayor Willcox inquired about the discrepancies between the land values that were listed in the memo from the County Assessor's office and the values Mr. Weigman provided. Mr. Weigman stated the land value amount calculated by the assessor is wrapped up in the adjacent parking ramp.

Mr. Tyacke inquired when the Bellecour improvements will be included in the tax base. Mr. Weigman stated he assumes they will be included next year. Mr. Kaysen commented he has put $1,600,000 into the building.

Mr. Plechash inquired what the assessed value of the property was when they decided to develop it, and the anticipated value after development. Mr. Weigman responded in 2015, it had a land value of $834,000 and a building value of $209,000. In 2016, it had a land value of $947,000 and a building value of $1,000. This year, the land value is $1,535,000 with a building value of $1,000.

Chris Bennett, Hennepin County Assessor's Office and Assessor for the City, reported there are eight properties on Lake Street that have no onsite parking. This is a benefit to the property owner because it allows for a higher density of building on the site. It is not that the property has a higher land value, it is just divided into two separate pieces. With the Beltz property, the owner has 12,379 square feet of land and offsite parking benefits of 27,900 square feet, which is a total land size of 40,279 square feet. The value is then only $70.00 a square foot. With the Bellecour property, when land and offsite parking are added together, the value comes out to $48.45 a square foot. It looks like a smaller value because the parcels are small, but it is not because it includes the offsite parking.

Mr. Plechash inquired if it is fair that a property on the cusp of development have its assessed value go up by 50 percent in one year. Mr. Bennett commented he is supposed to equalize the properties in the area and it is fair because he is following the State statute.

Mr. Plechash inquired what the value would be if they were to take out the arbitrary use of parking lot value. The parking lot should not be assessed for the properties because it is a community amenity. Mr. Bennett commented they would not be able to have that business on that site if they did not have public parking.

Mayor Willcox commented new developments are required to have adequate parking, which can be public, street, or ramp parking. If there is not sufficient parking nearby, the property is required to provide it. In this case, there is ample public parking available and it should not be part of the valuation.

City Manager Dahl added the Beltz property is different. It was developed in 2004 and there is an agreement that included improvements for parking. Mr. Plechash pointed out it should not be used as a comparable if it is not the same type of valuation.

Mr. Bennett stated all the properties are valued based on them having adequate parking. The eight properties on Lake Street have a small component on site and a larger component off site. Both components divided back into the land value come to about $200 a square foot. It is not valued higher, there is just less square footage on sight.

Mr. Plechash requested to know the property's value if the parking valuation was removed from the overall property valuation. He inquired if parking is included in Caribou's valuation. Mr. Bennett stated Caribou has some parking onsite.

Mayor Willcox commented a majority of the Council does not think parking should be included in the valuation calculation. They need to take parking out of it and look at the percentages other properties in the area increased and determine why this property went up so much more. Mr. Bennett stated the property is valued appropriately and whoever buys it is going pay based on it having adequate parking. Mayor Willcox pointed out all the buildings in that area have adequate parking because it is public parking.

Brett Hall, Hennepin County Assessor's Office, offered another perspective as to why the parking is relevant. Hypothetically, if the building was not on the site, and public parking was not available, he inquired if that property could be developed. Mayor Willcox responded they would work around it and require proof of parking. Mr. Hall commented they could not put that use on that parcel because there would not be enough parking.

Mr. Plechash commented it is a benefit to the entire community to provide parking for both visitors and residents, not any specific business. The public parking available adjacent to this property should not be considered. Mr. Hall commented if they adjust the numbers without the parking as part of the site, it would not reflect market value.

Mrs. McCarthy stated the highest and best use was determined a long time ago as a restaurant. It has not changed and the parking demands have not changed. The ramp is not yet completed, but the City is providing it as a benefit to everyone. When looking at the properties on the 700 block of Lake Street, there is just over a 10 percent increase in their valuation. This would put the Bellecour Property at $1,048,140.

Mrs. McCarthy made a motion, seconded by Mr. Plechash, to reduce the valuation of 739 Lake Street East (PID #06-117-22-42-0014) to $1,048,000.

Mr. Dahl requested clarification if the amount in the motion included the land and the property. Mrs. McCarthy confirmed it was for both.

City Attorney Schelzel inquired if the valuation of the land and of the building needed to be separately specified in the motion. Mr. Bennett stated it did not need to be specified.

Mr. Tyacke commented from the City's perspective, the construction of the ramp used TIF money from another development to spur new development around town. The businesses were not assessed for the ramp and that shows the ramp is for everyone, not just specific businesses. He referenced three similar properties which included the Carisch property, Bellecour, CōV. There was no increase with the land value at the Carisch property, but a 14 percent overall increase due to improvements. With Cōv, there was a 30 percent increase that was split between land and building. The proposed 62 percent increase for Bellecour seems unreasonable based on these other two properties. It is important for businesses coming into Wayzata to have some predictability on the taxes.

Mr. Hall suggested that the idea that the public parking has no contributory value to a parcel that lacks its own parking is not correct. He stated that an investor could come in and purchase parking from the City for $10,000 per stall, or provide parking on their own site which would cost them between $100 and $200 a square foot.

Mr. Tyacke stated there was public parking back there, but it is just being increased in size with the building of the new ramp. There is a special services district that will assess certain businesses for parking, but that is separate charge from the City.

Mr. Hall stated he wanted to leave the board with the idea that public parking can be purchased very cheaply from the City as compared to providing parking on their own site.

Mayor Willcox stated he agrees with the Council and a property should not have to look at a 60 percent increase in one year.

The motion carried 4/0.

c. Adjourn Local Board of Appeal and Equalization Meeting

There being no further appeals to consider, upon motion, Mayor Willcox adjourned the Local Board of Appeal and Equalization Meeting at 8:23 a.m.

Respectfully submitted,

Becky Malone
Deputy City Clerk

Drafted by Shannon Schmidt
TimeSaver Off Site Secretarial, Inc.

City of Wayzata
City Council
Agenda Report

MEETING DATE: May 16, 2017	**AGENDA ITEM:** 7b
TITLE: Approval of Check Register	
PROPOSED MOTION: To Approve the Payment of Checks for April & May 2017	
PREPARED BY: Kathy Ovshak, Senior Accountant	
REVIEWED BY: Jeffrey Dahl, City Manager	

ACTION REQUESTED:
Staff recommends approval of the attached check register for April & May of 2017.

FINANCIAL OR BUDGET CONSIDERATION:
N/A

BACKGROUND:
N/A

ATTACHMENTS:
1. Check Detail Register— April & May 2017

*Check Detail Register©

April 2017 to May 2017

		Check Amt	Invoice	Comment
10100 Anchor Bank				
Paid Chk# 105847 5/2/2017	**ALPINE**			
E 640-48500-404	Repairs/Maint - Machin/Equip	$992.29	19540	EXHAUST FAN CLEANED
	Total ALPINE	$992.29		
Paid Chk# 105848 5/2/2017	**ARTISAN BEER COMPANY**			
E 640-47000-253	Beer For Resale	$824.50	3174506	BEER
E 640-48000-253	Beer For Resale	($90.00)	372061	BEER
	Total ARTISAN BEER COMPANY	$734.50		
Paid Chk# 105849 5/2/2017	**BELLBOY BAR SUPPLY CORP.**			
E 640-47000-254	Soft Drinks/Mix For Resale	($4.42)	9559250	MISC.MDSE.
E 640-47000-210	Operating Supplies (GENERAL)	$57.95	95692800	SUPPLIES
	Total BELLBOY BAR SUPPLY CORP.	$53.53		
Paid Chk# 105850 5/2/2017	**BREAKTHRU BEVERAGE**			
E 640-48000-252	Wine For Resale	$404.50	1080623173	WINE
E 640-47000-251	Liquor For Resale	$432.00	1080626540	LIQUOR
E 640-47000-252	Wine For Resale	$234.00	1080626540	WINE
E 640-47000-259	Freight	$11.84	1080626540	FREIGHT
	Total BREAKTHRU BEVERAGE	$1,082.34		
Paid Chk# 105851 5/2/2017	**BREAKTHRY BEVERAGE BEER**			
E 640-48000-253	Beer For Resale	$99.00	1090698475	BEER
E 640-48000-253	Beer For Resale	$780.00	1090701409	BEER
E 640-47000-253	Beer For Resale	$1,199.90	1090701509	BEER
	Total BREAKTHRY BEVERAGE BEER	$2,078.90		
Paid Chk# 105852 5/2/2017	**CAPITOL BEVERAGE SALES**			
E 640-48000-253	Beer For Resale	$716.00	1837839	BEER
E 640-47000-253	Beer For Resale	$2,014.42	1837842	BEER
E 640-48000-253	Beer For Resale	$1,116.00	1839388	BEER
E 640-47000-253	Beer For Resale	$1,737.42	1846476	BEER
	Total CAPITOL BEVERAGE SALES	$5,583.84		
Paid Chk# 105853 5/2/2017	**CASH - ANCHOR BANK**			
G 640-10150	ATM	$9,000.00	ATM FILL	ATM FILL
	Total CASH - ANCHOR BANK	$9,000.00		
Paid Chk# 105854 5/2/2017	**CINTAS CORPORATION**			
E 640-48500-210	Operating Supplies (GENERAL)	$42.53	5007726433	FIRST AID SUPPLIES
	Total CINTAS CORPORATION	$42.53		
Paid Chk# 105855 5/2/2017	**COCA-COLA**			
E 640-47000-254	Soft Drinks/Mix For Resale	$259.54	3601203409	MISC.MIX
E 640-47000-254	Soft Drinks/Mix For Resale	($16.58)	3601203410	MISC.MIX
E 640-47000-254	Soft Drinks/Mix For Resale	$139.19	3601203534	MISC.MIX
E 640-47000-254	Soft Drinks/Mix For Resale	($15.52)	3601203535	MISC.MIX
	Total COCA-COLA	$366.63		
Paid Chk# 105856 5/2/2017	**COZZINI BROS., INC.**			
E 640-48500-415	Other Equipment Rentals	$55.78	C3735367	KNIFE EXCHANGE
	Total COZZINI BROS., INC.	$55.78		
Paid Chk# 105857 5/2/2017	**CULLIGAN-METRO**			
E 640-48500-210	Operating Supplies (GENERAL)	$87.11	1168319	SUPPLIES
	Total CULLIGAN-METRO	$87.11		
Paid Chk# 105858 5/2/2017	**DAHLHEIMER DISTRIBUTING CO.**			

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E 640-47000-253	Beer For Resale	$31.50	1275845	BEER
E 640-48000-253	Beer For Resale	$453.00	1275846	BEER
E 640-48000-253	Beer For Resale	$62.00	1275903	BEER
E 640-47000-253	Beer For Resale	$66.00	146419	BEER
	Total DAHLHEIMER DISTRIBUTING CO.	$612.50		
Paid Chk# 105859	5/2/2017 **DENNYS 5TH AVENUE BAKERY**			
E 640-48500-255	FOODIngredients For Resale	$76.28	656038	FOOD
E 640-48500-255	FOODIngredients For Resale	$74.93	656446	FOOD
E 640-48500-255	FOODIngredients For Resale	$68.78	656827	FOOD
E 640-48500-255	FOODIngredients For Resale	$82.03	657438	FOOD
E 640-48500-255	FOODIngredients For Resale	$33.10	657629	FOOD
	Total DENNYS 5TH AVENUE BAKERY	$335.12		
Paid Chk# 105860	5/2/2017 **DIRECTV**			
E 640-48000-415	Other Equipment Rentals	$331.81	31231669245	SERVICE
	Total DIRECTV	$331.81		
Paid Chk# 105861	5/2/2017 **G & K SERVICES**			
E 640-48500-217	Uniforms	$158.54	1013440767	KITCHEN UNIFORMS & SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)	$90.37	1013440767	KITCHEN UNIFORMS & SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)	$17.60	1013440767	KITCHEN UNIFORMS & SUPPLIES
E 640-48500-217	Uniforms	$158.10	6013451938	KITCHEN UNIFORMS & SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)	$87.91	6013451938	KITCHEN UNIFORMS & SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)	$17.60	6013451938	KITCHEN UNIFORMS & SUPPLIES
	Total G & K SERVICES	$530.12		
Paid Chk# 105862	5/2/2017 **JACQUES, SIMON**			
E 640-48000-341	General Promotions	$300.00	5/4/17	BAR MUSIC 5/4/17
	Total JACQUES, SIMON	$300.00		
Paid Chk# 105863	5/2/2017 **JJ TAYLOR DISTRIBUTING OF MN**			
E 640-47000-253	Beer For Resale	$974.69	2645285	BEER
E 640-47000-253	Beer For Resale	$653.26	2669913	BEER
E 640-48000-253	Beer For Resale	$1,063.40	2689231	BEER
E 640-48000-253	Beer For Resale	$990.60	2689299	BEER
	Total JJ TAYLOR DISTRIBUTING OF MN	$3,681.95		
Paid Chk# 105864	5/2/2017 **JOHNSON BROS.-ST.PAUL**			
E 640-47000-252	Wine For Resale	$206.80	5702238	WINE
E 640-47000-259	Freight	$1.22	5702238	FREIGHT
E 640-47000-251	Liquor For Resale	($163.52)	623302	LIQUOR
	Total JOHNSON BROS.-ST.PAUL	$44.50		
Paid Chk# 105865	5/2/2017 **KARLSBURGER FOODS, INC.**			
E 640-48500-255	FOODIngredients For Resale	$300.95	000435978	FOOD
	Total KARLSBURGER FOODS, INC.	$300.95		
Paid Chk# 105866	5/2/2017 **LAKE 360 INC.**			
E 640-48000-340	Advertising	$1,500.00	2017 DONATI	2017 DONATION FOR TROLLEY
	Total LAKE 360 INC.	$1,500.00		
Paid Chk# 105867	5/2/2017 **LIBATION PROJECT**			
E 640-47000-252	Wine For Resale	$1,448.00	8188	WINE RESALE
E 640-47000-259	Freight	$19.50	8188	FREIGHT
	Total LIBATION PROJECT	$1,467.50		
Paid Chk# 105868	5/2/2017 **LMCD**			
E 233-40000-499	Miscellaneous	$500.00	2017DOCK PE	2017 DOCK PERMIT

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		Total LMCD	$500.00		
Paid Chk# 105869	5/2/2017	**LTD BREWING, LLC**			
E 640-48000-253	Beer For Resale		$140.00	1173	BEER
		Total LTD BREWING, LLC	$140.00		
Paid Chk# 105870	5/2/2017	**M.AMUNDSON LLP**			
E 640-47000-256	MISC.MDSE.RESALE		$844.42	236424	CIGARETTES
E 640-47000-256	MISC.MDSE.RESALE		$347.71	ON ACCOUNT	CIGARETTES
		Total M.AMUNDSON LLP	$1,192.13		
Paid Chk# 105871	5/2/2017	**MN DEPT.OF PUBLIC SAFETY**			
E 640-48000-433	Dues, Licensing & Seminars		$300.00	2017CATERIN	2017 CATERING LICENSE-BAR
		Total MN DEPT.OF PUBLIC SAFETY	$300.00		
Paid Chk# 105872	5/2/2017	**MOOD MEDIA**			
E 640-48000-415	Other Equipment Rentals		$108.86	53195234	SERVICE
		Total MOOD MEDIA	$108.86		
Paid Chk# 105873	5/2/2017	**NORTHWESTERN FRUIT COMPANY**			
E 640-48500-255	FOODIngredients For Resale		$433.80	860086	FOOD
E 640-48500-255	FOODIngredients For Resale		$476.20	860236	FOOD
E 640-48500-255	FOODIngredients For Resale		$335.10	860354	FOOD
E 640-48500-255	FOODIngredients For Resale		$535.30	860521	FOOD
E 640-48500-255	FOODIngredients For Resale		$379.70	860680	FOOD
E 640-48500-255	FOODIngredients For Resale		$345.70	860818	FOOD
		Total NORTHWESTERN FRUIT COMPANY	$2,505.80		
Paid Chk# 105874	5/2/2017	**OPG-3, INC.**			
E 409-40000-499	Miscellaneous		$2,734.00	1698	LASERFICHE SOFTWARE
		Total OPG-3, INC.	$2,734.00		
Paid Chk# 105875	5/2/2017	**PEPSI -COLA**			
E 640-47000-254	Soft Drinks/Mix For Resale		$175.90	99372755	MISC.BEV.
		Total PEPSI -COLA	$175.90		
Paid Chk# 105876	5/2/2017	**PHILLIPS WINES & SPIRITS**			
E 640-48000-251	Liquor For Resale		$486.48	2152764	LIQUOR
E 640-47000-254	Soft Drinks/Mix For Resale		$162.75	2155562	MISC.MDSE.
E 640-47000-251	Liquor For Resale		($26.00)	262242	LIQUOR
E 640-47000-251	Liquor For Resale		($169.97)	262754	LIQUOR
E 640-48000-251	Liquor For Resale		($116.22)	262971	LIQUOR
		Total PHILLIPS WINES & SPIRITS	$337.04		
Paid Chk# 105877	5/2/2017	**QUALITY SERVICE, INC.**			
E 640-48500-404	Repairs/Maint - Machin/Equip		$886.45	32463	COOLER REPAIR
E 640-48500-404	Repairs/Maint - Machin/Equip		$315.00	32467	FRYER REPAIR
E 640-48000-404	Repairs/Maint - Machin/Equip		$275.00	32468	GLASS CHILLER REPAIR
		Total QUALITY SERVICE, INC.	$1,476.45		
Paid Chk# 105878	5/2/2017	**REYCRAFT, TOM**			
E 640-48000-341	General Promotions		$300.00	5/11/17	BAR MUSIC 5/11/17
		Total REYCRAFT, TOM	$300.00		
Paid Chk# 105879	5/2/2017	**RUDY LUTHER**			
G 630-20300	Deposits Payable		$19,349.98	CVR REFUND	CVR REFUND
		Total RUDY LUTHER	$19,349.98		
Paid Chk# 105880	5/2/2017	**SAVEON**			

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E 640-47000-340	Advertising	$3,533.46	2017-126257	STORE ADVERTISING
E 640-47000-340	Advertising	$50.00	2017-126261	STORE ADVERTISING
	Total SAVEON	$3,583.46		
Paid Chk# 105881	5/2/2017 **SOUTHERN GLAZER`S OF MN**			
E 640-47000-254	Soft Drinks/Mix For Resale	$54.00	1533336	MISC.MIX
E 640-47000-259	Freight	$2.56	1533336	FREIGHT
E 640-47000-254	Soft Drinks/Mix For Resale	$54.00	1536082	MISC.MIX
E 640-47000-259	Freight	$2.56	1536082	FREIGHT
E 640-47000-252	Wine For Resale	$128.00	1536083	WINE
E 640-47000-259	Freight	$1.28	1536083	FREIGHT
	Total SOUTHERN GLAZER`S OF MN	$242.40		
Paid Chk# 105882	5/2/2017 **STRATEGIC EQUIPMENT AND**			
E 640-48500-210	Operating Supplies (GENERAL)	$209.63	2844010	KITCHEN SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)	$77.42	2844010	BAR SUPPLIES
E 640-48000-342	Promotions - Food/Drinks	$65.44	2844010	PROMO FOOD
E 640-48500-210	Operating Supplies (GENERAL)	$354.11	2848924	KITCHEN SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)	$880.71	2848924	BAR SUPPLIES
E 640-48000-342	Promotions - Food/Drinks	$32.72	2848924	PROMO FOOD
	Total STRATEGIC EQUIPMENT AND	$1,620.03		
Paid Chk# 105883	5/2/2017 **SUNBURST CHEMICALS, INC.**			
E 640-48500-210	Operating Supplies (GENERAL)	$380.57	0385049	SUPPLIES
	Total SUNBURST CHEMICALS, INC.	$380.57		
Paid Chk# 105884	5/2/2017 **T.D. ANDERSON INC.**			
E 640-48000-409	Maint services & Improv	$100.00	551793	BEER LINE SERVICE
	Total T.D. ANDERSON INC.	$100.00		
Paid Chk# 105885	5/2/2017 **THE MINNESOTA SCORE**			
E 640-48000-340	Advertising	$100.00	2555	BAR ADVERTISEMENT
	Total THE MINNESOTA SCORE	$100.00		
Paid Chk# 105886	5/2/2017 **TOLL GAS & WELDING SUPPLY**			
E 640-48000-210	Operating Supplies (GENERAL)	$70.75	10170434	SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)	$189.49	10186758	SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)	$48.39	40057574	SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)	$48.92	40059082	SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)	$48.92	40062072	SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)	$47.08	40063557	SUPPLIES
	Total TOLL GAS & WELDING SUPPLY	$453.55		
Paid Chk# 105887	5/2/2017 **TRUE BRANDS**			
E 640-47000-254	Soft Drinks/Mix For Resale	$71.76	216251	MISC MDSE
E 640-47000-259	Freight	$3.59	216251	FREIGHT
	Total TRUE BRANDS	$75.35		
Paid Chk# 105888	5/2/2017 **TRUSTED EMPLOYEES**			
E 101-45200-306	Personnel Expense	$120.00	04201712035S	BACKGROUND CHECK SERVICE
E 640-47000-306	Personnel Expense	$20.00	04201712035S	BACKGROUND CHECK SERVICE
E 640-48000-306	Personnel Expense	$60.00	04201712035S	BACKGROUND CHECK SERVICE
	Total TRUSTED EMPLOYEES	$200.00		
Paid Chk# 105889	5/2/2017 **US FOODS**			
E 640-48500-255	FOODIngredients For Resale	$1,907.80	4592966	FOOD
E 640-48000-342	Promotions - Food/Drinks	$20.79	4592966	PROMO FOOD
E 640-48000-251	Liquor For Resale	$35.64	4592966	LIQUOR
E 640-48500-210	Operating Supplies (GENERAL)	$27.29	4592966	KITCHEN SUPPLIES

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E 640-48000-210	Operating Supplies (GENERAL)	$236.66	4607546	BAR MENU COVERS
E 640-48500-255	FOODIngredients For Resale	$37.17	4615596	FOOD
E 640-48500-255	FOODIngredients For Resale	$5,118.04	4638888	FOOD
E 640-48000-210	Operating Supplies (GENERAL)	$154.16	4638888	SUPPLIES
E 640-48000-254	Soft Drinks/Mix For Resale	$70.20	4638888	MISC.BEV.
E 640-48500-210	Operating Supplies (GENERAL)	$20.05	4638888	KITCHEN SUPPLIES
E 640-48000-342	Promotions - Food/Drinks	$59.38	4638888	PROMO FOOD
E 640-48000-251	Liquor For Resale	$219.44	4638888	LIQUOR
E 640-48500-255	FOODIngredients For Resale	$1,817.93	4689164	FOOD
E 640-48500-210	Operating Supplies (GENERAL)	$105.93	4689164	KITCHEN SUPPLIES
E 640-48000-342	Promotions - Food/Drinks	$59.38	4689164	PROMO FOOD
E 640-48000-254	Soft Drinks/Mix For Resale	$149.86	4689164	MISC.BEV.
E 640-48500-255	FOODIngredients For Resale	$2,410.83	4726252	FOOD
E 640-48000-254	Soft Drinks/Mix For Resale	$44.68	4726252	MISC.BEV.
E 640-48500-210	Operating Supplies (GENERAL)	$75.54	4726252	KITCHEN SUPPLIES
E 640-48000-342	Promotions - Food/Drinks	$59.38	4726252	PROMO FOOD
E 640-48000-210	Operating Supplies (GENERAL)	$59.76	4726252	BAR SUPPLIES
E 640-48500-255	FOODIngredients For Resale	$12.57	4739560	FOOD
E 640-48500-255	FOODIngredients For Resale	$6,027.69	4772894	FOOD
E 640-48000-254	Soft Drinks/Mix For Resale	$466.95	4772894	MISC.BEV.
E 640-48000-342	Promotions - Food/Drinks	$20.79	4772894	PROMO FOOD
E 640-48500-210	Operating Supplies (GENERAL)	$85.86	4772894	KITCHEN SUPPLIES
E 640-48000-251	Liquor For Resale	$78.29	4772894	LIQUOR
E 640-48500-255	FOODIngredients For Resale	$1,280.95	4820373	FOOD
E 640-48000-210	Operating Supplies (GENERAL)	$57.06	4820373	BAR SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)	$100.60	4820373	KITCHEN SUPPLIES
E 640-48000-251	Liquor For Resale	$66.28	4820373	LIQUOR
E 640-48000-342	Promotions - Food/Drinks	$20.79	4820373	PROMO FOOD
	Total US FOODS	$20,907.74		
Paid Chk# 105890	5/2/2017 **WAYZATA BREW WORKS LLC**			
E 640-48000-253	Beer For Resale	$139.00	007	BEER
	Total WAYZATA BREW WORKS LLC	$139.00		
Paid Chk# 105891	5/2/2017 **WINE MERCHANT**			
E 640-48000-252	Wine For Resale	$344.00	7120008	WINE
E 640-48000-252	Wine For Resale	$446.88	7129364	WINE
	Total WINE MERCHANT	$790.88		
Paid Chk# 105892	5/10/2017 **ACCURATE RADAR SPECIALTIES**			
E 101-42100-309	Contractual Services	$330.00	2739	RADAR CALIBRATION
	Total ACCURATE RADAR SPECIALTIES	$330.00		
Paid Chk# 105893	5/10/2017 **ADOLFSON & PETERSON MIDWEST**			
E 401-40000-309	Contractual Services	$1,545,513.93	6	PARKING RAMP
	Total ADOLFSON & PETERSON MIDWEST	$1,545,513.93		
Paid Chk# 105894	5/10/2017 **AEM FINANCIAL SOLUTIONS**			
E 101-41500-301	Auditing and Acct g Services	$4,679.00	384504	FINANCE DIR.SERVICES
	Total AEM FINANCIAL SOLUTIONS	$4,679.00		
Paid Chk# 105895	5/10/2017 **AIRTECH**			
E 437-40000-404	Repairs/Maint - Machin/Equip	$690.00	29258	LIBRARY REPAIRS
E 437-40000-404	Repairs/Maint - Machin/Equip	$1,442.75	59989	LIBRARY MAINT.
	Total AIRTECH	$2,132.75		
Paid Chk# 105896	5/10/2017 **ASPEN MILLS**			
E 101-42200-217	Uniforms	$131.60	193015	FD UNIFORMS

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	Total ASPEN MILLS	$131.60		
Paid Chk# 105897 5/10/2017	**BEST & FLANAGAN**			
E 407-40000-304	Legal Fees	$4,537.50	463802	CELL TOWER
E 101-41500-304	Legal Fees	$1,650.00	464385	COUNCIL WORKSHOPS
E 101-41500-304	Legal Fees	$1,113.75	464387	CITY COUNCIL
E 101-41500-304	Legal Fees	$453.75	464389	LIQUOR LICENSES
E 101-41500-304	Legal Fees	$330.00	464390	WAYZ.CC GUN RANGE
E 407-40000-304	Legal Fees	$3,176.25	464391	CELL TOWER
E 101-41500-304	Legal Fees	$866.25	464392	CONTRACT REVIEW
E 101-41500-304	Legal Fees	$247.50	464393	HOYT PROPERTY TAX APPEAL
E 101-41500-304	Legal Fees	$330.00	464394	GENERAL LEGAL
E 407-40000-304	Legal Fees	$701.25	464395	SCHOOL DISTRICT CELL TOWER LEASE
E 101-41500-304	Legal Fees	$1,196.25	464398	LOCAL BOARD OF APPEAL
E 101-41500-304	Legal Fees	$330.00	464399	HRA
	Total BEST & FLANAGAN	$14,932.50		
Paid Chk# 105898 5/10/2017	**BRAUN INTERTEC**			
E 401-40000-309	Contractual Services	$38,330.13	B085604	PARKING RAMP
E 401-40000-309	Contractual Services	$30,320.35	B088077	PARKING RAMP
	Total BRAUN INTERTEC	$68,650.48		
Paid Chk# 105899 5/10/2017	**BREITUNG, JEAN**			
E 101-42100-331	Mileage & Expense Account	$74.56	REIMB.	MILEAGE & MEAL FOR CONFERENCE
	Total BREITUNG, JEAN	$74.56		
Paid Chk# 105900 5/10/2017	**CEMSTONE PRODUCTS CO.**			
E 101-45203-220	Repair/Maint Supply (GENERAL)	$432.75	C1750771	CONCRETE
	Total CEMSTONE PRODUCTS CO.	$432.75		
Paid Chk# 105901 5/10/2017	**CENTER FOR ENERGY**			
E 101-41940-383	Fuel, oil and natural gas	$1,259.03		SERVICE
E 610-40000-383	Fuel, oil and natural gas	$87.72		SERVICE
E 640-47000-383	Fuel, oil and natural gas	$194.48		SERVICE
E 640-48000-383	Fuel, oil and natural gas	$777.94		SERVICE
E 101-41940-383	Fuel, oil and natural gas	$10.80		SERVICE
E 101-42200-383	Fuel, oil and natural gas	$197.69		SERVICE
	Total CENTER FOR ENERGY	$2,527.66		
Paid Chk# 105902 5/10/2017	**CIVICPLUS**			
E 235-40000-433	Dues, Licensing & Seminars	$5,254.31	164878	WCTV SOFTWARE/HOST/SUPPORT
E 235-40000-433	Dues, Licensing & Seminars	($497.50)	89660	WCTV SOFTWARE/HOST/SUPPORT
	Total CIVICPLUS	$4,756.81		
Paid Chk# 105903 5/10/2017	**CIVITAS INC.**			
E 233-40000-302	Consultants	$675.00	23451	LAKE EFFECT
E 233-40000-302	Consultants	$5,308.75	23465	LAKE EFFECT
E 233-40000-302	Consultants	$675.00	23502	LAKE EFFECT
E 233-40000-302	Consultants	$850.00	23503	LAKE EFFECT
	Total CIVITAS INC.	$7,508.75		
Paid Chk# 105904 5/10/2017	**CLASSEY, KRISTIN**			
E 235-40000-331	Mileage & Expense Account	$31.56	MILEAGE	MARCH & APRIL MILEAGE
	Total CLASSEY, KRISTIN	$31.56		
Paid Chk# 105905 5/10/2017	**CULLIGAN-BOTTLED WATER**			
E 101-41940-499	Miscellaneous	$98.18	2105550	SUPPLIES
	Total CULLIGAN-BOTTLED WATER	$98.18		

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Paid Chk# 105906 5/10/2017	**DAKOTA SUPPLY GROUP**			
E 610-40000-211	Meter supplies	$18.72	C979493	WATER METER PARTS
E 620-40000-211	Meter supplies	$18.72	C979493	WATER METER PARTS
	Total DAKOTA SUPPLY GROUP	$37.44		
Paid Chk# 105907 5/10/2017	**DIAMOND VOGEL PAINTS**			
E 101-43100-226	Sign Repair Materials	$2,915.55	101567774	STREET MARKING PAINT
	Total DIAMOND VOGEL PAINTS	$2,915.55		
Paid Chk# 105908 5/10/2017	**EAST SIDE OIL COMPANIES, INC.**			
E 101-41940-210	Operating Supplies (GENERAL)	$167.50	R67614	SUPPLIES
	Total EAST SIDE OIL COMPANIES, INC.	$167.50		
Paid Chk# 105909 5/10/2017	**ELECTRONIC & APPLIANCE RECYCLI**			
E 101-45200-499	Miscellaneous	$51.50	526	OFFICE EQUIP.DISPOSAL
	Total ELECTRONIC & APPLIANCE RECYCLI	$51.50		
Paid Chk# 105910 5/10/2017	**EMERGENCY AUTOMOTIVE**			
E 409-42100-550	Vehicles	$1,664.76	13039	SQUAD SET-UP
	Total EMERGENCY AUTOMOTIVE	$1,664.76		
Paid Chk# 105911 5/10/2017	**EMERYS TREE SERVICE, INC.**			
E 404-40000-309	Contractual Services	$250.00	21379	TREE STUMP REMOVAL
	Total EMERYS TREE SERVICE, INC.	$250.00		
Paid Chk# 105912 5/10/2017	**EXCEL DOCUMENT MGMT.**			
E 101-41910-210	Operating Supplies (GENERAL)	$90.30	43331	BUS.CARDS - J. THOMSON
	Total EXCEL DOCUMENT MGMT.	$90.30		
Paid Chk# 105913 5/10/2017	**FASTENAL**			
E 101-43100-210	Operating Supplies (GENERAL)	$25.92	MNPLY92931	SUPPLIES
E 101-45200-210	Operating Supplies (GENERAL)	$25.50	MNPLY92931	SUPPLIES
E 610-40000-210	Operating Supplies (GENERAL)	$25.50	MNPLY92931	SUPPLIES
E 620-40000-210	Operating Supplies (GENERAL)	$25.50	MNPLY92931	SUPPLIES
	Total FASTENAL	$102.42		
Paid Chk# 105914 5/10/2017	**FERGUSON ENTERPRISES, INC.**			
E 101-45203-220	Repair/Maint Supply (GENERAL)	$70.36	4786275	IRRIGATION REPAIRS
	Total FERGUSON ENTERPRISES, INC.	$70.36		
Paid Chk# 105915 5/10/2017	**FLAGSHIP RECREATION LLC**			
E 233-40000-409	Maint services & Improv	$290.54	F6815	BEACH EQUIPMENT REPAIRS
	Total FLAGSHIP RECREATION LLC	$290.54		
Paid Chk# 105916 5/10/2017	**GOPHER STATE ONE CALL**			
E 610-40000-313	Permit Fees/Gopher State	$117.45	7040798	UTILITY LOCATES
E 620-40000-313	Permit Fees/Gopher State	$117.45	7040798	UTILITY LOCATES
	Total GOPHER STATE ONE CALL	$234.90		
Paid Chk# 105917 5/10/2017	**GRAINGER, INC.**			
E 610-40000-242	Well & F.P. Equipment	$114.88	9429406367	PARTS
	Total GRAINGER, INC.	$114.88		
Paid Chk# 105918 5/10/2017	**GROTH SEWER & WATER**			
G 101-20300	Deposits Payable	$1,019.00	REFUND	REFUNDS ON 637 & 641 HARMONEY CIRCLE ROW PERMITS
R 101-00000-34190	Charges for Services/Gen Gov	($140.00)	REFUND	DEGRADATION FEE ON 637 HARMONY CIRCLE
G 101-20300	Deposits Payable	$1,019.00	REFUND	REFUNDS ON 637 & 641 HARMONEY CIRCLE ROW PERMITS

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R 101-00000-34190	Charges for Services/Gen Gov	($332.50)	REFUND	DEGRADATION FEE FOR 641 HARMONY CIRCKE
	Total GROTH SEWER & WATER	$1,565.50		
Paid Chk# 105919 5/10/2017	**HD SUPPLY WATERWORKS, LTD**			
E 610-40000-225	Repair & Maint - System	$146.34	H109597	PARTS
	Total HD SUPPLY WATERWORKS, LTD	$146.34		
Paid Chk# 105920 5/10/2017	**HENN. CNTY. FIRE CHIEFS ASSN.**			
E 101-42200-433	Dues, Licensing & Seminars	$100.00	2017 FD DUES	2017 FD DUES
	Total HENN. CNTY. FIRE CHIEFS ASSN.	$100.00		
Paid Chk# 105921 5/10/2017	**HENN.CNTY.ACCTG.SERVICES**			
E 101-42120-308	Prisoner Care	$108.42	10000091200	PRISONER PROCESSING
E 101-42120-308	Prisoner Care	$351.52	10000093331	PRISONER PROCESSING
G 101-20300	Deposits Payable	$71.41	10000093331	PRISONER PROCESSING
	Total HENN.CNTY.ACCTG.SERVICES	$531.35		
Paid Chk# 105922 5/10/2017	**HENN.CNTY.INFO.TECH.DEPT.**			
E 101-42200-323	Radio Units	$1,112.00	10000093413	RADIO CONNECTION
E 101-42100-323	Radio Units	$1,233.71	10000093414	RADIO CONNECTION
E 101-43100-323	Radio Units	$170.74	10000093637	RADIO CONNECTION
E 101-45200-323	Radio Units	$170.00	10000093637	RADIO CONNECTION
E 610-40000-323	Radio Units	$106.00	10000093637	RADIO CONNECTION
E 620-40000-323	Radio Units	$106.00	10000093637	RADIO CONNECTION
	Total HENN.CNTY.INFO.TECH.DEPT.	$2,898.45		
Paid Chk# 105923 5/10/2017	**HENNEPIN COUNTY TREASURER**			
G 650-20818	Garbage Sales Tax	$1,404.64	APRIL9% REF	9% REFUSE TAX -APRIL 2017
	Total HENNEPIN COUNTY TREASURER	$1,404.64		
Paid Chk# 105924 5/10/2017	**HGA**			
E 401-40000-309	Contractual Services	$11,423.82	177519	PARKING RAMP
E 401-40000-309	Contractual Services	$2,950.00	177520	PARKING RAMP
E 401-40000-309	Contractual Services	$8,842.07	177521	PARKING RAMP
	Total HGA	$23,215.89		
Paid Chk# 105925 5/10/2017	**HIGHWAY 55 RENTAL**			
E 101-43100-415	Other Equipment Rentals	$52.80	508263	EQUIPMENT RENTAL
	Total HIGHWAY 55 RENTAL	$52.80		
Paid Chk# 105926 5/10/2017	**HOLIDAY**			
E 101-42100-212	Motor Fuels	$28.16		FUEL
	Total HOLIDAY	$28.16		
Paid Chk# 105927 5/10/2017	**HOME DEPOT**			
E 101-45203-220	Repair/Maint Supply (GENERAL)	$221.65		SUPPLIES
E 101-45200-210	Operating Supplies (GENERAL)	$106.63		SUPPLIES
E 101-43100-210	Operating Supplies (GENERAL)	$130.36		SUPPLIES
E 101-45200-216	Chemicals and Chem Products	$42.82		SUPPLIES
	Total HOME DEPOT	$501.46		
Paid Chk# 105928 5/10/2017	**INTEGRATED FIRE & SECURITY**			
E 101-41940-401	Repairs/Maint Buildings	$263.40	69240	PW ANNUAL MONITORING
	Total INTEGRATED FIRE & SECURITY	$263.40		
Paid Chk# 105929 5/10/2017	**KEYS WELL DRILLING CO.**			
E 610-49100-540	Equipment	$24,340.53	2017036	WELL#4 SUB MOTOR
	Total KEYS WELL DRILLING CO.	$24,340.53		

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Paid Chk# 105930	5/10/2017	**KIRVIDA FIRE, INC.**			
E 101-42200-404	Repairs/Maint - Machin/Equip		$345.98	6224	FD TRUCK REPAIRS
		Total KIRVIDA FIRE, INC.	$345.98		
Paid Chk# 105931	5/10/2017	**LANO EQUIPMENT, INC.**			
E 101-43100-415	Other Equipment Rentals		$125.00	03-427106	EQUIPMENT RENTAL
E 232-40000-210	Operating Supplies (GENERAL)		$125.00	03-427106	EQUIPMENT RENTAL
		Total LANO EQUIPMENT, INC.	$250.00		
Paid Chk# 105932	5/10/2017	**LEAGUE OF MN CITIES INS.TRUST**			
E 101-49200-365	Workers Comp Ins		$9,862.00	33969	2016 W/C AUDIT ADJUSTMENT
		Total LEAGUE OF MN CITIES INS.TRUST	$9,862.00		
Paid Chk# 105933	5/10/2017	**LEE, ROSE**			
E 101-42100-331	Mileage & Expense Account		$40.13		TUITION REIMB. & MILEAGE
E 101-42100-434	Training and schools		$1,022.18		TUITION REIMB. & MILEAGE
		Total LEE, ROSE	$1,062.31		
Paid Chk# 105934	5/10/2017	**LEXISNEXIS RISK DATA**			
E 101-42100-309	Contractual Services		$33.00	121455020170	PD SERVICE
		Total LEXISNEXIS RISK DATA	$33.00		
Paid Chk# 105935	5/10/2017	**LMCD**			
E 233-40000-437	Payments to Organizations		$9,894.25	2NDQTR.2017	2ND QTR.2017 LEVY
		Total LMCD	$9,894.25		
Paid Chk# 105936	5/10/2017	**LOFFLER COMPANIES, INC.**			
E 101-41500-311	Data Processing		$3,000.00	2512633	NETWORK SUPPORT
E 101-41500-540	Equipment		$132.00	2514842	REMOTE DESKTOP
		Total LOFFLER COMPANIES, INC.	$3,132.00		
Paid Chk# 105937	5/10/2017	**LONG LAKE TRU VALUE**			
E 101-42200-210	Operating Supplies (GENERAL)		$37.97		SUPPLIES
E 101-45200-210	Operating Supplies (GENERAL)		$63.06		SUPPLIES
E 101-45203-220	Repair/Maint Supply (GENERAL)		$33.23		SUPPLIES
E 610-40000-210	Operating Supplies (GENERAL)		$52.21		SUPPLIES
E 620-40000-210	Operating Supplies (GENERAL)		$15.06		SUPPLIES
		Total LONG LAKE TRU VALUE	$201.53		
Paid Chk# 105938	5/10/2017	**MAC AIRPORT FIRE DEPARTMENT**			
E 101-42200-210	Operating Supplies (GENERAL)		$144.30	CORN COBS	FD SUPPLIES
		Total MAC AIRPORT FIRE DEPARTMENT	$144.30		
Paid Chk# 105939	5/10/2017	**MADSON, ELISSA**			
E 101-41910-492	HPB		$23.04	HPB EXP.REI	HPB EXPENSES
		Total MADSON, ELISSA	$23.04		
Paid Chk# 105940	5/10/2017	**MANSFIELD OIL COMPANY**			
E 101-49200-212	Motor Fuels		$640.14	20268829	FUEL
E 101-49200-212	Motor Fuels		$853.11	20268874	FUEL
		Total MANSFIELD OIL COMPANY	$1,493.25		
Paid Chk# 105941	5/10/2017	**MAPLE GROVE, CITY OF**			
E 101-42100-434	Training and schools		$1,290.00	2017-04	RANGE RENTAL
		Total MAPLE GROVE, CITY OF	$1,290.00		
Paid Chk# 105942	5/10/2017	**MARCO**			
E 101-41500-200	Office Supplies (GENERAL)		$145.74	INV4259634	SUPPLIES

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	Total MARCO	$145.74		
Paid Chk# 105943 5/10/2017	**MARINE DOCK & LIFT**			
E 233-40000-309	Contractual Services	$15,690.00	BROADWAY	BROADWAY DOCK LEASE
E 233-40000-309	Contractual Services	$16,230.00	DEPOT	DEPOT DOCK LEASE
	Total MARINE DOCK & LIFT	$31,920.00		
Paid Chk# 105944 5/10/2017	**MARY DELAITTRE**			
E 233-40000-302	Consultants	$6,524.97	MAY 1, 2017	LAKE EFFECT
	Total MARY DELAITTRE	$6,524.97		
Paid Chk# 105945 5/10/2017	**MEDIACOM**			
E 610-49100-309	Contractual Services	$1,620.00		SERVICE
	Total MEDIACOM	$1,620.00		
Paid Chk# 105946 5/10/2017	**METRO CONCRETE RAISING, INC.**			
E 408-40000-402	Sidewalk Replacement	$792.00	108187	SIDEWALK REPLACEMENT
	Total METRO CONCRETE RAISING, INC.	$792.00		
Paid Chk# 105947 5/10/2017	**METROPOLITAN COUNCIL**			
E 620-40000-386	Other Utilities	$42,807.38	0001068155	SEWER SERVICE
	Total METROPOLITAN COUNCIL	$42,807.38		
Paid Chk# 105948 5/10/2017	**MINNETONKA COMMUNITY EDUCATION**			
E 101-45200-312	Rec Program Fee/Sr. Serv	$12,000.00	501-001	SUMMER 2017 REC PROGRAM
	al MINNETONKA COMMUNITY EDUCATION	$12,000.00		
Paid Chk# 105949 5/10/2017	**MN BATTERY LLC**			
E 101-42100-404	Repairs/Maint - Machin/Equip	$89.75	17834	PD PARTS/REPAIRS
E 304-40000-499	Miscellaneous	$87.50	17888	PD PARTS/REPAIRS
	Total MN BATTERY LLC	$177.25		
Paid Chk# 105950 5/10/2017	**MN NCPERS LIFE INSURANCE**			
G 101-21715	PERA Term Life	$48.00	5/2017	LIFE INS.
	Total MN NCPERS LIFE INSURANCE	$48.00		
Paid Chk# 105951 5/10/2017	**MORRIE S MINNETONKA FORD**			
E 101-42100-404	Repairs/Maint - Machin/Equip	$25.02	548788	PD REPAIRS
E 101-42100-404	Repairs/Maint - Machin/Equip	$239.95	F6CS538240	PD REPAIRS
	Total MORRIE S MINNETONKA FORD	$264.97		
Paid Chk# 105952 5/10/2017	**MOSS & BARNETT**			
E 235-40000-304	Legal Fees	$384.00	665460	MEDIACOM
	Total MOSS & BARNETT	$384.00		
Paid Chk# 105953 5/10/2017	**MYHRAN, BENNETT**			
E 101-45200-227	Plantings	$68.57	REIMB.	GARDEN BULBS
	Total MYHRAN, BENNETT	$68.57		
Paid Chk# 105954 5/10/2017	**NAPA AUTO PARTS-LONG LAKE**			
E 101-45200-210	Operating Supplies (GENERAL)	$10.88	359657	PARTS
E 101-42100-404	Repairs/Maint - Machin/Equip	$11.79	361102	PARTS
	Total NAPA AUTO PARTS-LONG LAKE	$22.67		
Paid Chk# 105955 5/10/2017	**NAPA AUTO PARTS-WATERTOWN**			
E 101-43100-210	Operating Supplies (GENERAL)	$98.75	477709	PARTS
E 101-43100-220	Repair/Maint Supply (GENERAL)	$25.00	478053	PARTS
E 101-43100-210	Operating Supplies (GENERAL)	$22.94	478124	PARTS
E 101-43100-210	Operating Supplies (GENERAL)	$11.12	478139	PARTS

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	Total NAPA AUTO PARTS-WATERTOWN	$157.81		
Paid Chk# 105956 5/10/2017	**NATIONAL JOINT POWERS ALLIANCE**			
E 101-42100-434	Training and schools	$20.00	0000024783	PD TRAINING
	Total NATIONAL JOINT POWERS ALLIANCE	$20.00		
Paid Chk# 105957 5/10/2017	**NEWMAN TRAFFIC SIGNS**			
E 101-43100-226	Sign Repair Materials	$121.82	0308867	SIGNS
E 101-43100-226	Sign Repair Materials	$130.32	0309036	SIGNS
	Total NEWMAN TRAFFIC SIGNS	$252.14		
Paid Chk# 105958 5/10/2017	**NORTH MEMORIAL OCCUPATIONAL**			
E 101-45200-306	Personnel Expense	$49.00	00027788-00	DRUG TESTING
	Total NORTH MEMORIAL OCCUPATIONAL	$49.00		
Paid Chk# 105959 5/10/2017	**OFFICE DEPOT**			
E 101-41500-200	Office Supplies (GENERAL)	$146.75	921991037001	SUPPLIES
E 101-41500-200	Office Supplies (GENERAL)	$39.99	921991604001	SUPPLIES
E 101-45200-200	Office Supplies (GENERAL)	$40.46	923564754001	SUPPLIES
E 101-43100-200	Office Supplies (GENERAL)	$40.46	923564754001	SUPPLIES
E 610-40000-200	Office Supplies (GENERAL)	$20.23	923564754001	SUPPLIES
E 620-40000-200	Office Supplies (GENERAL)	$20.24	923564754001	SUPPLIES
E 101-41500-200	Office Supplies (GENERAL)	$107.18	923871880001	SUPPLIES
E 101-42100-200	Office Supplies (GENERAL)	$93.18	924759826001	SUPPLIES
	Total OFFICE DEPOT	$508.49		
Paid Chk# 105960 5/10/2017	**OTTEN BROTHERS**			
E 101-45200-216	Chemicals and Chem Products	$29.98	1-1477311	FERTILIZER
	Total OTTEN BROTHERS	$29.98		
Paid Chk# 105961 5/10/2017	**OUTREACH DEVELOPMENT CORP.**			
E 101-41500-499	Miscellaneous	$1,673.20	2017 TAX ABA	2017 TAX ABATEMENT
	Total OUTREACH DEVELOPMENT CORP.	$1,673.20		
Paid Chk# 105962 5/10/2017	**PRAIRIE RESTORATIONS, INC.**			
E 404-40000-309	Contractual Services	$425.00	5809	PRAIRIE MAINT.
	Total PRAIRIE RESTORATIONS, INC.	$425.00		
Paid Chk# 105963 5/10/2017	**RADIO 1033, LLC**			
E 101-42100-309	Contractual Services	$280.00	1263	PD SERVICE
	Total RADIO 1033, LLC	$280.00		
Paid Chk# 105964 5/10/2017	**RIGID HITCH INC.**			
E 101-43100-240	Small Tools and Minor Equip	$41.72	1927863807	TOOLS
	Total RIGID HITCH INC.	$41.72		
Paid Chk# 105965 5/10/2017	**RISVOLD, MICHAEL**			
E 101-42100-331	Mileage & Expense Account	$357.00	REIMB.	MN CHIEFS CONF. EXP.
	Total RISVOLD, MICHAEL	$357.00		
Paid Chk# 105966 5/10/2017	**RUEHL + ASSOCIATES, LLC**			
E 101-41500-302	Consultants	$2,751.18	17-10-1	STRATIEGIC PLANNING CONSULTANT
	Total RUEHL + ASSOCIATES, LLC	$2,751.18		
Paid Chk# 105967 5/10/2017	**SAFEASSURE CONSULTANTS INC.**			
E 101-43100-241	Safety equip/testings	$1,056.00	1189	PW SAFETY TRAINING
E 101-45200-241	Safety equip/testings	$1,056.00	1189	PW SAFETY TRAINING
E 610-40000-241	Safety equip/testings	$528.01	1189	PW SAFETY TRAINING
E 620-40000-241	Safety equip/testings	$528.01	1189	PW SAFETY TRAINING

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		Total SAFEASSURE CONSULTANTS INC.	$3,168.02		
Paid Chk# 105968	5/10/2017	**SCHANKE, SUZIE**			
E 101-42200-409	Maint services & Improv		$145.00	APRIL 2017	FD CLEANING
		Total SCHANKE, SUZIE	$145.00		
Paid Chk# 105969	5/10/2017	**SHORT ELLIOTT HENDRICKSON INC.**			
E 407-40000-302	Consultants		$5,651.25	330523	CELL TOWER
		Total SHORT ELLIOTT HENDRICKSON INC.	$5,651.25		
Paid Chk# 105970	5/10/2017	**SPIKE`S**			
E 101-43100-229	Dirt, Sand and gravel		$169.00	197/A	GRASS SEED
		Total SPIKE`S	$169.00		
Paid Chk# 105971	5/10/2017	**SPRINT**			
E 101-42100-323	Radio Units		$701.25	134573312-18	PD SERVICE
		Total SPRINT	$701.25		
Paid Chk# 105972	5/10/2017	**SPRINT**			
E 101-42200-323	Radio Units		$198.40	523093316-18	FD SERVICE
		Total SPRINT	$198.40		
Paid Chk# 105973	5/10/2017	**SPS COMPANIES, INC.**			
E 101-41940-210	Operating Supplies (GENERAL)		$213.14	S3412484.002	PW REPAIRS
		Total SPS COMPANIES, INC.	$213.14		
Paid Chk# 105974	5/10/2017	**STANTEC CONSULTING SERVICES**			
E 610-49100-303	Engineering Fees		$5,644.59	1190301	WELL #3
		Total STANTEC CONSULTING SERVICES	$5,644.59		
Paid Chk# 105975	5/10/2017	**STEINER, LARRY**			
R 610-00000-37110	W/S/Storm Sales		$49.70	REFUND	OVERPAYMENT ON FINAL BILL
		Total STEINER, LARRY	$49.70		
Paid Chk# 105976	5/10/2017	**STEPHENSON, BRIAN**			
G 101-20300	Deposits Payable		$1,020.00	REFUND	DUMPSTER DEPOSIT
		Total STEPHENSON, BRIAN	$1,020.00		
Paid Chk# 105977	5/10/2017	**STREICHER S**			
E 101-42100-217	Uniforms		$14.99	I1258916	PD UNIFORMS
E 101-42100-217	Uniforms		$56.97	I1259104	PD UNIFORMS
E 101-42100-217	Uniforms		$109.98	I1261031	PD UNIFORMS
		Total STREICHER S	$181.94		
Paid Chk# 105978	5/10/2017	**SW NEWS MEDIA**			
E 101-41500-350	Printing & Publishing		$351.50	0417379326	LEGAL NOTICES
E 101-41500-350	Printing & Publishing		$175.75	1941785	BLDG.CODE
		Total SW NEWS MEDIA	$527.25		
Paid Chk# 105979	5/10/2017	**TEGRA GROUP, INC.**			
E 401-40000-309	Contractual Services		$3,029.00	368.0517	PARKING RAMP
		Total TEGRA GROUP, INC.	$3,029.00		
Paid Chk# 105980	5/10/2017	**TERMINAL SUPPLY CO.**			
E 101-43100-210	Operating Supplies (GENERAL)		$57.77	18133-00	SUPPLIES
		Total TERMINAL SUPPLY CO.	$57.77		
Paid Chk# 105981	5/10/2017	**TIME SAVER**			
E 101-41100-302	Consultants		$553.00	M22890	MEETING MINUTES

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	Total TIME SAVER	$553.00		
Paid Chk# 105982 5/10/2017	**TOLL GAS & WELDING SUPPLY**			
E 101-43100-210	Operating Supplies (GENERAL)	$63.75	70004575	SUPPLIES
E 101-45200-210	Operating Supplies (GENERAL)	$63.75	70004575	SUPPLIES
E 610-40000-210	Operating Supplies (GENERAL)	$63.75	70004575	SUPPLIES
E 620-40000-210	Operating Supplies (GENERAL)	$63.75	70004575	SUPPLIES
	Total TOLL GAS & WELDING SUPPLY	$255.00		
Paid Chk# 105983 5/10/2017	**TRI-CITY**			
E 610-40000-309	Contractual Services	$63.00	4/1-4/30/17	WATER ANALYSIS
	Total TRI-CITY	$63.00		
Paid Chk# 105984 5/10/2017	**TRI-K SERVICES**			
E 101-45200-229	Dirt, Sand and gravel	$141.60	4/28/17	SOIL
E 101-45200-229	Dirt, Sand and gravel	$264.00	7303	SOIL
	Total TRI-K SERVICES	$405.60		
Paid Chk# 105985 5/10/2017	**ULINE**			
E 404-40000-499	Miscellaneous	$2,395.04	86476027	TRASH CANS
	Total ULINE	$2,395.04		
Paid Chk# 105986 5/10/2017	**UNPARALLELED PARKING**			
E 401-40000-309	Contractual Services	$545.49	1937	VALET PARKING
E 401-40000-309	Contractual Services	$526.18	1953	VALET PARKING
	Total UNPARALLELED PARKING	$1,071.67		
Paid Chk# 105987 5/10/2017	**US BANK**			
E 315-40000-611	Bond Interest	$19,275.00		BOND INTEREST PAYMENTS
E 310-40000-611	Bond Interest	$35,925.00		BOND INTEREST PAYMENTS
E 640-49100-611	Bond Interest	$60,490.00		BOND INTEREST PAYMENTS
E 610-49100-611	Bond Interest	$16,637.50		BOND INTEREST PAYMENTS
E 620-49100-611	Bond Interest	$5,875.00		BOND INTEREST PAYMENTS
E 610-49100-611	Bond Interest	$60,534.38		BOND INTEREST PAYMENTS
E 311-40000-611	Bond Interest	$3,328.75		BOND INTEREST PAYMENTS
	Total US BANK	$202,065.63		
Paid Chk# 105988 5/10/2017	**VALLEY-RICH CO., INC.**			
E 610-40000-405	Maint/Replac - System	$2,762.00	23977	WATERMAIN BREAK REPAIRS
	Total VALLEY-RICH CO., INC.	$2,762.00		
Paid Chk# 105989 5/10/2017	**VERIZON WIRELESS**			
E 101-42200-323	Radio Units	$12.71	9784279346	FD SERVICE
	Total VERIZON WIRELESS	$12.71		
Paid Chk# 105990 5/10/2017	**WAYZATA TIRE & AUTO**			
E 101-43100-210	Operating Supplies (GENERAL)	$2.95	137685	TIRES RECYCLED
	Total WAYZATA TIRE & AUTO	$2.95		
Paid Chk# 105991 5/10/2017	**XCEL ENERGY**			
E 101-45203-381	Electric Utilities	$3,515.72		SERVICE
E 101-41940-381	Electric Utilities	$3,598.01		SERVICE
E 101-42200-381	Electric Utilities	$400.00		SERVICE
E 610-40000-381	Electric Utilities	$4,575.35		SERVICE
E 640-47000-381	Electric Utilities	$1,376.41		SERVICE
E 640-48000-381	Electric Utilities	$3,211.62		SERVICE
E 620-40000-381	Electric Utilities	$539.97		SERVICE
E 101-41940-381	Electric Utilities	$11.65		SERVICE

*Check Detail Register©

April 2017 to May 2017

			Check Amt	Invoice	Comment
		Total XCEL ENERGY	$17,228.73		
Paid Chk# 105992	5/10/2017	**YOUNG, MAUREEN**			
E 101-43100-499	Miscellaneous		$118.62	BIRDBATH	REPLACEMENT OF BIRDBATH FROM SNOWPLOW
		Total YOUNG, MAUREEN	$118.62		
		10100 Anchor Bank	$2,178,477.23		

Fund Summary

10100 Anchor Bank

101 GENERAL FUND	$73,363.26
232 CEMETARY	$125.00
233 LAKFRONT IMPROVE	$56,638.51
235 CABLE TV	$5,172.37
304 CENTRAL AREA REDEV	$87.50
310 SUPERIOR/LAKE REALIGNMENT	$35,925.00
311 STREET BONDS	$3,328.75
315 BIG WOODS	$19,275.00
401 PERM IMPROVEMENT	$1,641,480.97
404 PARK AND TRAIL CIP	$3,070.04
407 CELL TOWER	$14,066.25
408 GENERAL CIP	$792.00
409 EQUIP REVOLVING	$4,398.76
437 LIBRARY/COMM.ROOM CIP	$2,132.75
610 WATER FUND	$117,507.86
620 SEWER FUND	$50,117.08
630 MOTOR VEHICLE	$19,349.98
640 LIQUOR	$130,241.51
650 SOLID WASTE	$1,404.64
	$2,178,477.23

City of Wayzata
City Council
Agenda Report

MEETING DATE: May 16, 2017	**AGENDA ITEM:** 7c
TITLE: Approval of Municipal Licenses	
PROPOSED MOTION: To approve the Municipal Licenses as attached	
PREPARED BY: Julie Kaufman, Payroll Clerk/HR Specialist and Lori Krismer, Office Assistant	
REVIEWED BY: Becky Malone, Deputy City Clerk	

ACTION REQUESTED:
Staff recommends approval of the Municipal Licenses.

FINANCIAL OR BUDGET CONSIDERATION:
N/A

BACKGROUND:
N/A

ATTACHMENTS:
1. List of Municipal Licenses for City Council Approval and Municipal Licenses Which Received Administrative Approval (Informational Only)

05/16/2017

LIST OF MUNICIPAL LICENSES FOR CITY COUNCIL APPROVAL

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

2017 PEDDLERS, SOLICITORS, TRANSIENT LICENSE	
Jian Yang - Edward Jones	Wayzata, MN

LIST OF MUNICIPAL LICENSES THAT WERE APPROVED ADMINISTRATIVELY

2017 TREE REMOVAL AND TREATMENT LICENSES	
Treecare Inc.	Shorewood, MN
2017 ITINERANT FOOD LICENSE FOR TCF EMPLOYEE PICNIC AT KLAPPRICH PARK ON 5/18/2017	
Taco Taxi	Minneapolis, MN
2017 ITINERANT FOOD LICENSE FOR THE SUMMER PROGRAMS KICK-OFF BBQ AT THE BELL COURTS ON 5/11/2017	
McCormick's	Wayzata, MN

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

M E M O R A N D U M

TO: City Council Members

FROM: Julie Kaufman, Payroll Clerk/HR Specialist

DATE: May 10, 2017

RE: Application for Solicitors License

Jian Yang, from Edward Jones Investments submitted an application for door-to-door Solicitors License within the city limits of Wayzata for the purpose of investment advice.

The Wayzata Police Department conducted a background check and have recommended issuance of the Solicitors License. Wayzata City Code Section 520.03(b) stipulates that all such applications require City Council approval.

Where the applicant has submitted all requested and required information; and whereas the background check has been found to be satisfactory; therefore, staff recommends approval of Jian Yang from Edwards Jones Investments.

Respectfully submitted,

Julie Kaufman

City of Wayzata
City Council
Agenda Report

MEETING DATE: May 16, 2017	AGENDA ITEM: 7d
TITLE: Police Activity Report	
PROPOSED MOTION: N/A	
PREPARED BY: Nicci Fernandez, Administrative Records Specialist	
REVIEWED BY: Jeffrey Dahl, City Manager	

ACTION REQUESTED:
The attached April 2017 Police Activity Report is for informational purposes only.

FINANCIAL OR BUDGET CONSIDERATION:
N/A

BACKGROUND:
N/A

ATTACHMENTS:
1. April 2017 Police Activity Report

Controlled Substance **Reported:** 04-29-2017 2227
Male cited for small amount of marijuana in a motor vehicle.
Addresses Involved
Co Rd 101 & 8th Ave, Plymouth, MN

Unwanted Person **Reported:** 04-29-2017 1801
Reported solicitors in the area. Officer spoke to two solicitors.
Addresses Involved
100 block of Ridgeview Dr E, Wayzata, MN 55391

Customer Trouble **Reported:** 04-29-2017 0120
Report of two males refusing to leave a business. Males left prior to officers being dispatched.
Addresses Involved
1800 block of Wayzata Blvd W, Long Lake, MN 55356

Order Violation **Reported**: 04-28-2017 1527
Report of a violation of a court order. Charges pending.
Addresses Involved
1800 block of Wayzata Blvd W, Long Lake, MN 55356

Suspicious **Reported:** 04-27-2017 1416
Report of a possible phone scam at a business. Caller advised.
Addresses Involved
2400 block of Industrial Blvd W, Long Lake, MN 55356

Theft from Vehicle **Reported:** 04-27-2017 1340
Report of a theft of a wallet. Unknown loss at this time.
Addresses Involved
400 block of Wayzata Blvd E, Wayzata, MN 55391

Controlled Substance **Reported:** 04-27-2017 0149
Male cited for possession of a small amount of marijuana and drug paraphernalia.
Addresses Involved
1800 block of Symes St, Long Lake, MN 55356

Suspicious **Reported:** 04-25-2017 1802
Report of a suspicious truck in the neighborhood; occupants in the truck were there to work on a house.
Addresses Involved
200 block of Walker Ave N, Wayzata, MN 55391

Death **Reported:** 04-25-2017 0901
Report of an unresponsive party. Life saving measures were unsuccessful.
Addresses Involved
300 block of Waycliffe North, Wayzata, MN 55391

Disturbance **Reported:** 04-24-2017 2239
Report of a vehicle alarm sounding. Vehicle owner resolved the issue.
Addresses Involved
100 block of Gleason Lake Rd, Wayzata, MN 55391

Missing Person **Reported:** 04-24-2017 1650
Report of a missing juvenile. Juvenile was located.
Addresses Involved
100 block of Circle A Dr S, Wayzata, MN 55391

Suspicious **Reported:** 04-23-2017 0445
Report of a suspicious occupied vehicle. Driver lives on the street and was talking with a friend in the vehicle. Unfounded.
Addresses Involved
400 block of Highcroft Rd, Wayzata, MN 55391

Trespass **Reported:** 04-23-2017 0104
Report of three juveniles trespassing on the roof of a building. Parent of one of the juveniles was notified.
Addresses Involved
300 block of Lake St E, Wayzata, MN 55391

Ordinance **Reported:** 04-22-2017 2316
Report of an unattended recreational fire. No response at the home. Officer put out the fire.
Addresses Involved
400 block of Virginia Ave, Long Lake, MN 55356

Missing Person **Reported:** 04-21-2017 2057
Report of a missing person. Female found safe at her home.
Addresses Involved
600 block of Harmony Circle, Wayzata, MN 55391

Disturbance **Reported:** 04-20-2017 1948
Report of a noise disturbance. Officer advised construction crew of the city ordinance.
Addresses Involved
200 block of Central Ave N, Wayzata, MN 55391

Suspicious **Reported:** 04-19-2017 1049
Report of a suspicious male in the area. Male worked for CenturyLink and was working in the area. Unfounded.
Addresses Involved
600 block of Park St E, Wayzata, MN 55391

Financial Transaction Card Fraud **Reported:** 04-19-2017 0826
Fraudulent use of a credit card. Loss $700.
Addresses Involved
100 block of Gleason Lake Rd, Wayzata, MN 55391

Trespass **Reported:** 04-18-2017 2349
51 year old female from Plymouth arrested for trespassing.
Addresses Involved
400 block of Rice St E, Wayzata, MN 55391
Names Involved
(Arrested) Danielson, Annette Marie (Age:51)

Disturbance **Reported:** 04-18-2017 2326
Report of an intoxicated female causing a disturbance. Situation was mediated.
Addresses Involved
400 block of Rice St E, Wayzata, MN 55391

Domestic **Reported:** 04-18-2017 1952
Report of a verbal domestic. Parties agreed to remain separated in the residence for the night.
Addresses Involved
200 block of Glenmoor Lane, Long Lake, MN 55356

Theft **Reported:** 04-18-2017 0911
Report of a theft. Loss approximately $25.
Addresses Involved
1300 block of Wayzata Blvd E, Wayzata, MN 55391

Tampering with MV **Reported:** 04-18-2017 0423
Report of a male tampering with a vehicle. Area checked, unable to locate suspect.
Addresses Involved
1500 block of Wayzata Blvd W, Long Lake, MN 55356

Disturbance **Reported:** 04-17-2017 2335
Noise complaint. No violations found. Resident advised of complaint.
Addresses Involved
200 block of Barry Ave S, Wayzata, MN 55391

DWI **Reported:** 04-16-2017 2320
23 year old male from Blaine arrested for driving while under the influence.
Addresses Involved
Hwy 12 & Co Rd 15, Wayzata, MN 55391
Names Involved
(Arrested) On, Jim (Age:23)

Disturbance **Reported:** 04-15-2017 2257
Noise complaint. Officer advised party of city ordinance.
Addresses Involved
Wayzata Blvd E & Superior Blvd, Wayzata, MN 55391

Disturbance **Reported:** 04-15-2017 1619
Report of an intoxicated male causing a disturbance. Officer transported male to his residence and left him in the care of his roommate.
Addresses Involved
200 block of Grove Lane E, Wayzata, MN 55391

Fraud **Reported:** 04-15-2017 0715
Report of two fraudulent checks being cashed from a personal bank account. Loss $1840.
Addresses Involved
1800 block of May St, Long Lake, MN 55356

Damage to Property - Criminal **Reported:** 04-13-2017 2030
Report of damage to a vehicle. Loss $700.
Addresses Involved
100 block of Inglewood St, Long Lake, MN 55356

Damage to Property - Criminal **Reported:** 04-12-2017 1205
Report of damage to a vehicle. Unknown loss at this time.
Addresses Involved
100 block of Central Ave S, Wayzata, MN 55391

Disturbance **Reported:** 04-11-2017 1923
Report of a disturbance. Officer mediated the situation.
Addresses Involved
1400 block of Wayzata Blvd E, Wayzata, MN 55391

Damage to Property - Criminal **Reported:** 04-11-2017 1639
Report of damage to a vehicle. Loss approximately $500.
Addresses Involved
300 block of Lake St E, Wayzata, MN 55391

Theft from Vehicle **Reported:** 04-11-2017 0815
Report of a theft from vehicle. Loss $2000.
Addresses Involved
700 block of Lake St E , Wayzata, MN 55391

Theft **Reported:** 04-10-2017 1320
Identity theft. No monetary loss at this time.
Addresses Involved
300 block of Barry Ave S, Wayzata, MN 55391

DWI **Reported:** 04-09-2017 0007
49 year old male from Crystal arrested for driving while under the influence of alcohol. Tested .15
Addresses Involved
Hwy 12 & Broadway Ave N, Wayzata, MN 55391
Names Involved
(Arrested) Maas, Michael Thomas (Age:49)

Fraud **Reported:** 04-08-2017 1835
Report of an attempted scam. No monetary loss.
Addresses Involved
15800 block of Holdridge Rd E, Wayzata, MN 55391

Suspicious **Reported:** 04-08-2017 1043
Report of three male solicitors without permits. Advised they needed to obtain a solicitor permit. Driver was cited for driving after suspension.
Addresses Involved
Highcroft Rd & Peavey Rd, Wayzata, MN 55391

Alcohol **Reported:** 04-07-2017 2258
Officer observed individuals in park after hours. One male cited for underage consumption of alcohol.
Addresses Involved
200 block of Grove Lane E, Wayzata, MN 55391

Disorderly Conduct **Reported:** 04-07-2017 0916
Report of a customer being harassed and threatened by an employee.
Addresses Involved
600 block of Lake St E, Wayzata, MN 55391

Unwanted Person **Reported:** 04-06-2017 1926
Report of unwanted solicitor in the area. Officer advised solicitor that a permit was required.
Addresses Involved
1600 block of Holdridge Lane, Wayzata, MN 55391

Disturbance **Reported:** 04-06-2017 1859
Noise complaint. Officer spoke with resident and advised them of complaint.
Addresses Involved
200 block of Central Ave N, Wayzata, MN 55391

Damage to Property - Criminal **Reported:** 04-06-2017 1613
Report of spray paint on the side of the building. Unknown loss at this time.
Addresses Involved
1500 block of Wayzata Blvd W, Long Lake, MN 55356

Disturbance **Reported:** 04-04-2017 2221
Report of an intoxicated male causing a disturbance. Area checked, unable to locate.
Addresses Involved
600 block of Lake St E, Wayzata, MN 55391

Theft from Vehicle **Reported:** 04-04-2017 0809
Report of a theft from a vehicle. Loss $439.
Addresses Involved
400 block of Wayzata Blvd E, Wayzata, MN 55391

Theft from Vehicle **Reported:** 04-03-2017 2330
Report of a theft from a vehicle. Unknown loss.
Addresses Involved
100 block of Central Ave S, Wayzata, MN 55391

Domestic **Reported:** 04-02-2017 2155
Verbal domestic. Party left prior to officer arrival.
Addresses Involved
100 block of Circle A Dr S, Wayzata, MN 55391

Domestic **Reported:** 04-02-2017 1816
Report of a verbal domestic. All parties left the area prior to officer arrival.
Addresses Involved
1800 block of Wayzata Blvd W, Long Lake, MN 55356

Tampering with Motor Vehicle **Reported:** 04-02-2017 0141
37 year old male from Long Lake arrested for tampering with motor vehicles.
Addresses Involved
300 block of Brown Rd N, Long Lake, MN 55356
Names Involved
(Arrested) Szymkowiak, James Michael (Age:37)

Ordinance **Reported:** 04-01-2017 1348
Report of possible tree ordinance violation. No violation found upon officer arrival.
Addresses Involved
Ferndale Rd W & Harrington Rd, Wayzata, MN 55391

Controlled Substance **Reported:** 04-01-2017 0240
28 year old male from Shakopee arrested for possession of a controlled substance.
Addresses Involved
Central Ave N & Hwy 12, Wayzata, MN 55391
Names Involved
(Arrested) Bursheim, Julian John (Age:28)

TRAFFIC – APRIL, 2017

CITATIONS	153
WRITTEN WARNINGS	16
VERBAL WARNINGS	88

Description	Apr 2017
MISSING PERSON	3
MISSING ANIMAL	3
FOUND ANIMAL	1
FOUND PROPERTY	1
ABANDONED VEHICLE	1
SAFEKEEPING & DISPOSAL	1
PIMV	1
PI INVOLVING BICYCLE/PED	1
PDMV	10
H & R PDMV	2
ANIMAL BITE	1
FALL	1
Other Fire/Smoke	1
FIRE ALARM	11
GAS LEAK/SMELL	2
GENERAL HAZARD	1
HAZ ROAD CONDITION	10
RR Crossing Hazard	2
SUICIDE THREAT	1
SUDDEN DEATH	1
OTHER MEDICAL	40
72 Hour Hold/Emergency Admission	5
WELFARE CHECK - ADULT	13
WELFARE CHECK - JUV	3
MENTAL HEALTH ISSUE	1
INFO REC'D	10
VERBAL DOMESTIC	3
CIVIL MATTER	8
Trespass Warn/Order	1
DISTURBANCE/FIGHT/LOUD PARTY/HARASSMENT	17
SUSPICION	20
OPEN DOOR/WINDOW	3
SCAM/FRAUD ATTEMPT	3
OVERWEIGHT VEH COMPL	1
DRIVING/TRAFFIC COMPLAINT	23
PARKING COMPL	4
HOUSE/BUSINESS CHECKS	14
RECORD CHECKS	17
OTHER PERMITS	1
FIREARM PERMIT	2
HC SHERIFFS PERMIT TO CARRY	3
LIQUOR LICENSE CHECKS/PERMIT	1
Solicitor Permit	1
PARKING PERMIT	3
OTHER ORD VIOL (JUNK CARS, ETC)	1
SOLICITATION	3
BURNING VIOLATION	1
ANIMAL VIOLATION	1
ANIMAL COMPLAINT/CHECK	4
Potential Dangerous Dog Notices	1
DISPATCH ANIMAL	1

DOG LICENSE ISSUED	2
PATROL REQUEST	3
POLICE ESCORT/STAND-BY	2
ADULT PROTECTION ASSIST	4
FINGERPRINTS	4
ASSIST CHILD PROTECTION	9
MOTORIST ASSIST/STALL	13
UTILITY PROBLEM	3
PUBLIC ASSIST	21
LOCKOUT	11
BUSINESS ALARM	20
HOME ALARM	18
911 HANG-UP	9
Park Violation - Verbal Warning	2
ASSIST OTHER DEPT	15
TRAFFIC CONTROL / DIRECT ENFORCEMENT	8
CASE FOLLOW UP	3
Sex Offender/POR Info/Checks	1
FORG-FE-UTT-POSS-PLACE-CHK-251-2500-PERSON	1
DRUGS-SMALL AMOUNT MARIJUANA-POSESSION	1
DRUGS-SM AMT IN MOT VEH-POSS-MARIJ-UNK	4
DRUGS-DRUG PARAPH-POSSESS-UNK-UNK	4
CON SUB 5-POSSESS-HEROIN-UNK	1
TRAF-AC-GM-3RD DEG DWI-UI ALCOHOL-MV	1
TRAF-ACC-M-4TH DEG DWI-SCH I OR II CON SUB-MV	1
CSC 3-UNK ACT-ACQUAINT-13-15-F	1
LIQUOR-UNDERAGE CONSUMPTION 18-21	3
DISTURB PEACE-GM-VIOLATION DOM ABUSE NO CONTAC	1
DISTURB PEACE-MS-DISORDERLY CONDUCT	1
PROP DAMAGE-GM-PRIVATE-OTHER INTENT	1
PROP DAMAGE-MS-PRIVATE-UNK INTENT	1
PROP DAMAGE-MS-PRIVATE-OTHER INTENT	3
THEFT-UNK LVL VAL-FRM MOTOR VEHICLE-OTH PROP	1
THEFT-OTHER-FE-MOTOR VEH-FIREARMS	1
THEFT-1001-5000 DLRS FE-MTR VEHICLE-OTH PROP	1
THEFT-500 OR LESS MS-BLDG-OTH PROP	1
THEFT-500 OR LESS MS-MTR VEHICLE-OTH PROP	1
THEFT-UNK LVL-IDENTITY THEFT-UNK LOSS	1
THEFT-FE-THFT BY SWINDLE TRICK-20000 OR MORE	1
FRAUD-FE-FIN-TRAN-CARD-NO CONSENT 501-2500	1
VEH-UNKNOWN-MS-TAMPER WITH-ENTER-AUTO	2

City of Wayzata
City Council
Agenda Report

MEETING DATE: May 16, 2017	**AGENDA ITEM:** 7e
TITLE: Building Activity Report	
PROPOSED MOTION: N/A	
PREPARED BY: Jason Wagner, Building Inspector	
REVIEWED BY: Jeffrey Dahl, City Manager	

ACTION REQUESTED:
The attached May 2017 Building Activity Report is for informational purposes only.

FINANCIAL OR BUDGET CONSIDERATION:
N/A

BACKGROUND:
N/A

ATTACHMENTS:
1. April 2017 Building Activity Report

	2016	2017 Jan	2017 Feb	2017 March	2017 April	2017
BUILDING CONSTRUCTION						
NUMBER OF BLDG. PERMITS	192	9	13	14	28	64
PROJECT VALUE	$75,533,798.11	$55,814.50	$1,501,806.83	$672,798.00	$1,800,890.00	$4,031,309.33
BUILDING PERMIT FEE	**$395,100.25**	**$5,834.50**	**$13,737.50**	**$6,993.50**	**$19,834.00**	**$46,399.50**
PLAN CHECK FEE	**$235,706.39**	**$3,028.78**	**$6,327.99**	**$4,416.60**	**$5,812.93**	**$19,586.30**
EXTERIOR REPAIR						
NUMBER OF PERMITS	110	5	2	6	4	17
PROJECT VALUE	$2,835,501.49	$169,288.00	$26,000.00	$25,804.00	$86,274.00	$307,366.00
PERMIT FEE	**$42,251.50**	**$ 2,048.75**	**$472.00**	**$1,135.75**	**$1,423.00**	**$5,079.50**
MECHANICAL						
NUMBER OF PERMITS	183	18	15	10	10	53
PROJECT VALUE	$4,370,422.74	$91,088.00	$186,270.00	$78,336.00	$149,902.00	$505,596.00
PERMIT FEE	**$74,964.87**	**$1,846.76**	**$3,503.40**	**$1,632.22**	**$2,918.04**	**$9,900.42**
PLUMBING						
NUMBER OF PERMITS	159	27	11	12	6	56
PROJECT VALUE	$2,880,924.19	$214,625.00	$78,406.00	$24,850.00	$65,749.00	$383,630.00
PERMIT FEE	**$50,633.18**	**$4,399.00**	**$1,598.12**	**$607.80**	**$1,314.98**	**$7,919.90**
TOTAL # OF PERMITS	644	59	41	42	48	190
TOTAL INCOME	**$798,656.19**	**$17,157.79**	**$25,639.01**	**$14,785.87**	**$31,302.95**	**$88,885.62**

NUMBER OF INSPECTIONS

BUILDING	776	66	76	71	42	255
EXTERIOR	180	4	7	4	7	22
HVAC	380	67	53	42	37	199
PLUMBING	332	36	37	27	34	134
OTHER	3	4	3	5		12
TOTAL # OF INSPECTIONS	1671	177	176	149	120	622

RENTAL HOUSING INSPECTIONS

INSPECTIONS	101	5	19	30	15	69

EROSION CONTROL INSPECTIONS

INSPECTIONS	124					

City of Wayzata
City Council
Agenda Report

MEETING DATE: May 16, 2017	**AGENDA ITEM:** 7f
TITLE: Approval of Change Order Request for Mill Street Parking Ramp	
PROPOSED MOTION: To approve the Change Order Request for $22,998 for Electrical Car Charging Stations	
PREPARED BY: Jeffrey Dahl, City Manager	
REVIEWED BY: N/A	

ACTION REQUESTED:
Staff recommends approval of the Change Order Request from Adolfson and Peterson Construction.

FINANCIAL OR BUDGET CONSIDERATION:
As of the end of the April, the Mill Street Parking project has over $300,000 left in its contingency fund. This Change Order Request is for $22,998 and would be funded out of contingency.

BACKGROUND:
One of the goals of the Mill Street Parking Ramp Steering Committee was to have several stalls available as charging stations for electric cars. While conduit for the stations was included in the project plans, staff held off on plans to move forward with the actual charging stations until there was comfort in the amount of contingency left to fund the stations.

Staff is now comfortable with buying and installing the stations and directed Adolfson and Peterson to draft the attached Change Order Request.

As proposed, there would be two stations that would allow charging for four stalls. The stations will have the ability for the user to pay for the charge through a Credit Card. Staff is still working on what the cost will be to utilize the charging stations. Approving the attached request will allow the stations to be up and running, hopefully, by the time the entire ramp is open in August.

ATTACHMENTS:
1. Electric Car Charging Stations Change Order Request, Dated May 10, 2017

Adolfson & Peterson Construction

Change Order Request

Change Order Request: 016 **Date: 5/10/2017**

To:	Jeff Dahl CITY OF WAYZATA 600 Rice Street Wayzata, MN 55391	**From:**	Mike Wiese ADOLFSON & PETERSON, INC. 6701 W 23RD ST MINNEAPOLIS, MN 55440

Change Order Request Description	Proposed Amount	Days Req
RFI# 055 - Electrical Car Charging Stations	$22,998	0

COR Reference	Required By	Status
	5/17/2017	BIC - Architect/Engineer

COR Notes

Approved By:

Signature ______________________ ____________

Name ______________________ **Date**

Date:	5/10/2017
Prime/General Contractor:	Adolfson & Peterson
Project:	Mill Street Parking Structure
Project Location:	Wayzata, MN
Change Order Description:	Add Electric Car Charging Stations
Document Reference:	RFI# 055 (A&P's PCO# 040)
Funding Source:	Owner
Additional Notes:	Mayer has confirmed that the shorter cords suggested are indeed included in this pricing. Please also confirm the BSE quote details for accuracy of the desired end product when reviewing this pricing.

Cost Summary:

GC's Totals	$	-			
Subcontractor Totals	$	21,381.00			
GC's 5% Subcontractor OH&P	$	1,069.05			
0.5% BR Insurance Prem. Increase	$	106.91			
1.15% GL Insurance Prem. Increase	$	259.40			
0.8% P&P Bond Prem. Increase	$	182.53			
	$	22,998.89			
Total Change Amount	**$**	**22,998.00**	**Time Extension**	**0**	**day(s)**

Cost Breakdown**

GC: Adolfson & Peterson								
PCO# 040-		1	LS	x			=	$ -
	5% OH & P - MATERIAL / EQUIP.						=	$ -
	10% OH & P - LABOR						=	$ -
						Total:		**$ -**
Subcontractor 1: Mayer Electric								
PCO# 040- Added work per RFI# 055 response & attached quote		1	LS	x	$ 21,381.00		=	$ 21,381.00
						Total:		**$ 21,381.00**

MAYER ELECTRIC	Proposal

May 9, 2017

Mike Wiese
Adolfson & Peterson
6701 W 23rd St
St. Louis Park, MN 55426

Site: RFI 055

We propose to provide and install electrical material and labor as follows:

Electric Car Charging Station:

2	40a 2 pole breaker
Lot	Feeder 50' 75'
Lot	Connect cable to electric box
2	Wall mount charger

Material: $18,536 (BSE quote for chargers attached + other material noted above)
Labor: $2,845 (30 HRS @ $85/HR + 10% L-OH&P)

PROPOSAL AMOUNT — $21,381.00 sales tax included

This proposal may be withdrawn by us if not accepted within 30 days after the bid date.

Please note the following items in our proposal:

- Premium labor costs for the owner's convenience (not included)
- Lawn or asphalt repairs (not included)
- Xcel Energy rebates to be paid directly to contractor and have offset the proposal amount
- Painting and/or patching (not included)

Our proposal is based upon Mayer Electric completing 100% of the project scope as detailed above. Any work beyond the expressly stated project scope will be performed only with the direction and approval.

Thank you for the opportunity to present this proposal and hope we will be able to work together on this project. If you have any questions, comments, or concerns please contact me at (763) 537-9357.

OWNER ACCEPTANCE OF PROPOSAL

Proposal Accepted:	Proposal Submitted:
Mayer Electric Corporation is authorized to Proceed with the work as proposed.	Mayer Electric Corporation *152916
Signature: ______________________	Signature: Allan Holm
Name (print): ______________________	By: Allan Holm
Date: ______________________	Title: Project Manager

BSE BORDER STATES
Supply Chain Solutions™

Border States Electric Supply
Electrical Wholesale Supply of Utah | Western Extralite
Shealy Electrical Wholesalers

Quote

BSE Quote: 24334980
Sold-To Acct #: 17192
Valid From: 05/09/2017 **To:** 05/16/2017
PO No: 7298 - MSPS - RFI# 055

Border States Electric - MPL
9100 Wyoming Ave N Suite 550
Brooklyn Park MN 55445-1862
Phone: 763-425-5500

Created By: Charles Anderson
Tel No: 763-315-9533
Fax No: 763-315-9550

Mayer Electric
8340 89th Ave N
Brooklyn Park MN 55445-1802

Inco Terms:
FOB ORIGIN

Payment Terms:
1.0 % 10th prox net 25th (25)

Taxes, if applicable, are not included.

Cust Item	BSE Item	Material MFG - Description	Quantity	Price	Per	UoM	Value
	000010	- CT4023-GW1 Dual Output Gateway Option USA, Wall Mount Unit - 208/240V @30A with Cord Management	**1** EA	6,535.55 / 1		EA	6,535.55
	000020	- CT4023 Dual Output, Wall Mount Unit - 208/240V @30A with Cord Management	**1** EA	6,034.40 / 1		EA	6,034.40
	000021	- CT4000-PMGMT CT4000 Power Management Kit. Allows both ports on a dual port station to share a single 40A circuit (Power Share). Also allows a CT4000 to be set up to operate at a lower current (Power Select).	**2** EA	49.31 / 1		EA	98.62
	000030	- CTSW-SAS-COMM-1 1 Year Pre-Paid Commercial Network Service Plan. Designed for employers, businesses and the government, this plan includes 24x7x365 driver support, access control, general reporting, OTA upgrades, payment processing, flexible pricing policies, reservations and more.	**4** EA	272.94 / 1		EA	1,091.76
	000040	- CPSUPPORT-ACTIVE Initial Station Activation & Configuration Service includes activation of cloud services and configuration of radio groups, custom groups, connections, access control, visibility control, pricing, reports and alerts. One time initial service per station.	**2** EA	340.60 / 1		EA	681.20

Border States Electric - MPL
9100 Wyoming Ave N Suite 550
Brooklyn Park MN 55445-1862
Phone: 763-425-5500

Quote

BSE Quote: 24334980
Sold-to Acct #: 17192
Valid From: 05/09/2017 **To:** 05/16/2017

Cust Item	BSE Item	Material MFG - Description	**Quantity**	Price	Per	UoM	Value
	000050	- CPSUPPORT-SITEVALID Customer works with their own contractor to perform the construction and station installation. CPSUPPORTSITEVALID is used to validate that a customer installation has been performed per ChargePoint published requirements. The on-site validation of electrical capacity, transformers, panels, breakers, wiring, cellular coverage and that the station installation meets all ChargePoint published requirements and local codes. A site is defined as a group of stations all connected to the same gateway station. CPSUPPORTSITEVALID is priced per gateway station and used when the customer is not using an O&M Partner or self-validating Channel Partner to install their stations. Upon successful Site Validation, your standard first year warranty will be upgraded to Assure. Note that a failed Site Validation will incur a second validation fee to repeat the validation after the site deficiencies are corrected.	**1** EA	583.72 / 1		EA	583.72
	000060	- CT4000-ASSURE Initial 1 year of ChargePoint Assure for the CT4000. Parts and On-Site Labor to repair or replace any manufacturing defect. Includes remote monitoring of station and proactive repair dispatch. A successful Site Validation is required to activate the initial ChargePoint Assure coverage if site prep and station install are not performed by a ChargePoint National O&M Partner.	**2** EA			EA	

Total Value **15,025.25**

To access BSE's Terms and Conditions of Sale, please go to
https://www.borderstateselectric.com

This quote has not been reviewed for compliance with the Buy American Act or the American Recovery and Reinvestment Act requirements. BSE reserves the right to amend both our bill of material and our proposal accordingly if BAA/ARRA compliance is required.

Adolfson & Peterson Construction

Request for Information 055

MILL ST PARKING STRUCTURE	**Project # 7298.00**
725 MILL ST, WAYZATA, MN 55391	Tel: Fax:

RFI #: 055 **Date Created: 5/1/2017**

Answer Company	Answered By	Author Company	Authored By
HGA ARCHITECTS 420 5th Street North, Suite 100 Minneapolis, MN 55401	RFIs HGA	ADOLFSON & PETERSON, INC. 6701 W 23RD ST MINNEAPOLIS, MN 55440	Peter Clark

Co-Respondent	Reference

Subject	Discipline	Category
Electric Car Charging Stations	Electrical	Clarification

Cc: Company Name	Contact Name	Copies	Notes

Question **Date Required: 5/8/2017**

Refer to sheet E301 and the attached correspondence- Near grid intersection PA and P17 there are two rough-in's for electric car charging stations. It's understood that the City desires to have these priced by the project electrician / AP for completion under the construction contract. Please advise on any necessary specifics to guide pricing of this work and if pricing is deemed acceptable, confirm the incorporation of this work into the Contract Documents with appropriate response to this RFI.

Suggestion	Comments

Answer **Date Answered:**

As discussed with Mike Kelly and Nate Pearson on 2 May 2017, the following electric vehicle charging stations are desired. Please provide total installed cost for owner review. Confirm incorporation of this work with owner.

(1) ChargePoint CT4027-GW1 (w/ 23' cord)
(1) ChargePoint CT4027 (w/ 23' cord)

Michael Anderson - HGA
4 May 2017

CT4000 Level 2 Commercial Charging Stations

Specifications and Ordering Information

Ordering Information

Specify model number followed by the applicable code(s). The order code sequence is: **Model-Options**. **Software**, **Services** and **Misc** are ordered as separate line items.

Hardware

Description		Order Code
Model	1830 mm (6') Single Port Bollard Mount	CT4011
	1830 mm (6') Dual Port Bollard Mount	CT4021
	1830 mm (6') Single Port Wall Mount	CT4013
	1830 mm (6') Dual Port Wall Mount	CT4023
	2440 mm (8') Dual Port Bollard Mount	CT4025
	2440 mm (8') Dual Port Wall Mount	CT4027
Options	Integral Gateway Modem - USA	-GW1
	Integral Gateway Modem - Canada	-GW2
Misc	Power Management Kit	CT4000-PMGMT
	Bollard Concrete Mounting Kit	CT4001-CCM

Software & Services

Description	Order Code
ChargePoint Commercial Service Plan	CTSW-SAS-COMM-*n*[1]
ChargePoint Service Provider Plan	CTSW-SAS-SP-*n*[1]
ChargePoint Assure	CT4000-ASSURE*n*[2]
Station Activation and Configuration	CPSUPPORT-ACTIVE
ChargePoint Station Installation and Validation	CT4000-INSTALLVALID

Note: All CT4000 stations come with 1 year of ChargePoint Assure coverage at no charge for qualified installations. Other conditions apply. All CT4000 stations require a network service plan.

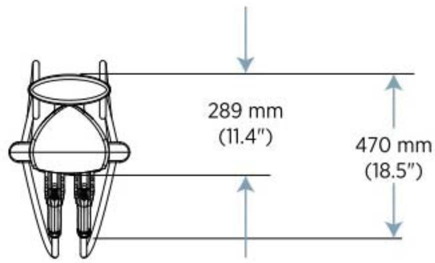
[1] Substitute *n* for desired years of service (1, 2, 3, 4, or 5 years).
[2] Substitute *n* for the duration of the additional coverage (1, 2, 3, or 4 years).

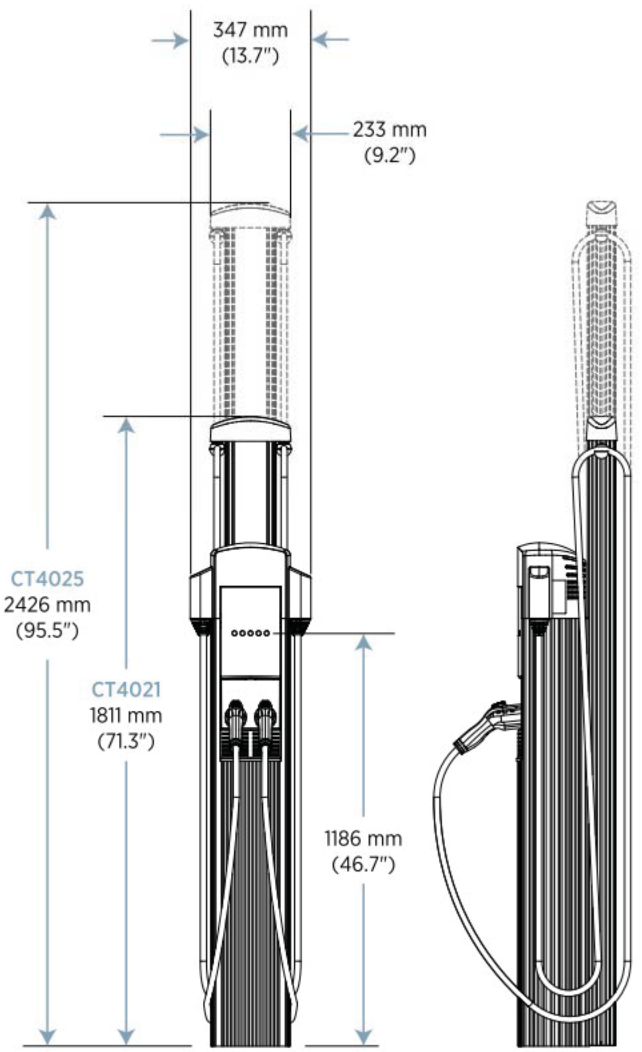
Order Code Examples

If ordering this	the order code is
1830 mm (6') Dual Port Bollard USA Gateway Station with Concrete Mounting Kit	CT4021-GW1 CT4001-CCM
ChargePoint Commercial Service Plan, 3 Year Subscription	CTSW-SAS-COMM-3
ChargePoint Station Installation and Validation	CT4000-INSTALLVALID
2 Additional Years of Assure Coverage	CT4000-ASSURE2
1830 mm (6') Single Port Wall Mount Station	CT4013
ChargePoint Commercial Service Plan, 5 Year Subscription	CTSW-SAS-COMM-5
4 Additional Years of Assure Coverage	CT4000-ASSURE4
Station Activation and Configuration	CPSUPPORT-ACTIVE

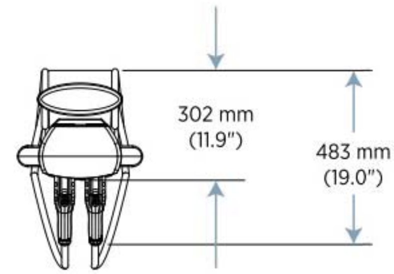
CT4021

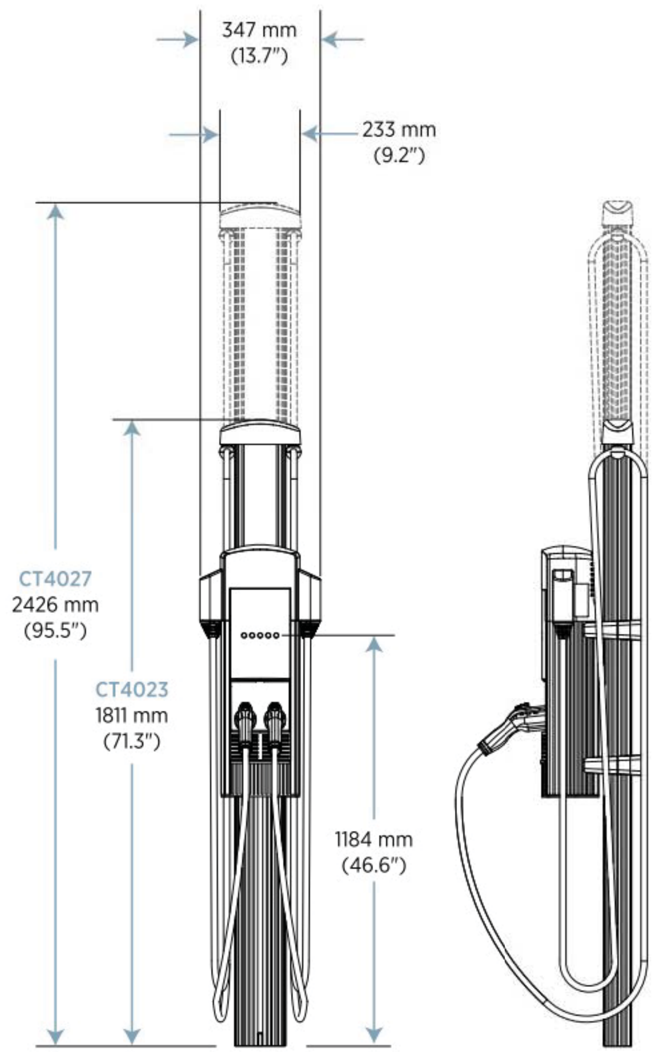
CT4021 1830 mm (6′)
CT4025 2440 mm (8′)
Bollard





CT4023 1830 mm (6′)
CT4027 2440 mm (8′)
Wall Mount





CT4000 Family Specifications

Electrical Input

Electrical Input	Single Port (AC Voltage 208/240V AC)			Dual Port (AC Voltage 208/240V AC)		
	Input Current	Input Power Connection	Required Service Panel Breaker	input Current	Input Power Connection	Required Service Panel Breaker
Standard	30A	One 40A branch circuit	40A dual pole (non-GFCI type)	30A x 2	Two independent 40A branch circuits	40A dual pole (non-GFCI type) x 2
Standard Power Share	n/a	n/a	n/a	32A	One 40A branch circuit	40A dual pole (non-GFCI type)
Power Select 24A	24A	One 30A branch circuit	30A dual pole (non-GFCI type)	24A x 2	Two independent 30A branch circuits	30A dual pole (non-GFCI type) x 2
Power Select 24A Power Share	n/a	n/a	n/a	24A	One 30A branch circuit	30A dual pole (non-GFCI type)
Power Select 16A	16A	One 20A branch circuit	20A dual pole (non-GFCI type)	16A x 2	Two independent 20A branch circuits	20A dual pole (non-GFCI type) x 2
Power Select 16A Power Share	n/a	n/a	n/a	16A	One 20A branch circuit	20A dual pole (non-GFCI type)
Service Panel GFCI	Do not provide external GFCI as it may conflict with internal GFCI (CCID)					
Wiring - Standard	3-wire (L1, L2, Earth)			5-wire (L1, L1, L2, L2, Earth)		
Wiring - Power Share	n/a			3-wire (L1, L2, Earth)		
Station Power	8W typical (standby), 15W maximum (operation)					

Electrical Output

Standard	7.2kW (240V AC @ 30A)	7.2kW (240V AC@30A) x 2
Standard Power Share	n/a	7.2kW (240V AC@30A) x 1 **or** 3.8kW (240V AC@16A) x 2
Power Select 24A	5.8kW (240V AC@24A)	5.8kW (240V AC@24A) x 2
Power Select 24A Power Share	n/a	5.8kW (240V AC@24A) x 1 **or** 2.9kW (240V AC@12A) x 2
Power Select 16A	3.8kW (240V AC@16A)	3.8kW (240V AC@16A) x 2
Power Select 24A Power Share	n/a	3.8kW (240V AC@16A) x 1 **or** 1.9kW (240V AC@8A) x 2

Functional Interfaces

Connector(s) Type	SAE J1772™	SAE J1772™ x 2
Cable Length - 1830 mm (6') Cable Management	5.5 m (18')	5.5 m (18') x 2
Cable Length - 2440 mm (8') Cable Management	n/a	7 m (23')
Overhead Cable Management System	Yes	
LCD Display	145 mm (5.7") full color, 640x480, 30fps full motion video, active matrix, UV protected	
Card Reader	ISO 15693, ISO 14443, NFC	
Locking Holster	Yes	Yes x 2

Safety and Connectivity Features

Ground Fault Detection	20mA CCID with auto retry
Open Safety Ground Detection	Continuously monitors presence of safety (green wire) ground connection
Plug-Out Detection	Power terminated per SAE J1772™ specifications
Power Measurement Accuracy	+/- 2% from 2% to full scale (30A)
Power Report/Store Interval	15 minute, aligned to hour
Local Area Network	2.4 GHz Wi-Fi (802.11 b/g/n)
Wide Area Network	3G GSM, 3G CDMA

Safety and Operational Ratings

Enclosure Rating	Type 3R per UL 50E
Safety Compliance	UL listed for USA and cUL certified for Canada; complies with UL 2594, UL 2231-1, UL 2231-2, and NEC Article 625
Surge Protection	6kV @ 3000A. In geographic areas subject to frequent thunder storms, supplemental surge protection at the service panel is recommended.
EMC Compliance	FCC Part 15 Class A
Operating Temperature	-30°C to +50°C (-22°F to 122°F)
Storage Temperature	-30°C to +60°C (-22°F to 140°F)
Non-Operating Temperature	-40°C to +60°C (-40°F to 140°F)
Operating Humidity	Up to 85% @ +50°C (122°F) non-condensing
Non-Operating Humidity	Up to 95% @ +50°C (122°F) non-condensing
Terminal Block Temperature Rating	105°C (221°F)
Charging Stations per 802.11 Radio Group	Maximum of 10. Each station must be located within 45m (150') "line of sight" of a gateway station.

ChargePoint, Inc. reserves the right to alter product offerings and specifications at any time without notice, and is not responsible for typographical or graphical errors that may appear in this document.

Contact Us

To order your CT4000 charging station:

Visit chargepoint.com/sales

Call +1.408.705.1992

Email sales@chargepoint.com

ChargePoint, Inc.
254 East Hacienda Avenue | Campbell, CA | 95008-6617 USA
+1.408.841.4500 or toll free +1.877.370.3802
chargepoint.com

Printed on paper made with 100% post-consumer fiber and 100% certified renewable energy, and processed chlorine free.

100% Recycled Fiber PCF

Listed by Underwriters Laboratories Inc. c UL us LISTED

CT4000 Family

ChargePoint® Level 2 Commercial Charging Stations

The CT4000 family is the latest generation of ChargePoint commercial charging stations. Refined yet rugged, these stations set the industry standard for functionality and aesthetics.

The CT4000 full motion color LCD display instructs drivers and supports dynamic updates of custom branded videos and advertisements.

Intelligent power management options double the number of parking spaces served by allowing two charging ports to share a single circuit. Sites with single port EV stations can upgrade to dual port stations without requiring additional electrical services.

All CT4000 models offer one or two standard SAE J1772™ Level 2 charging ports with locking holsters, each port supplying up to 7.2kW. With this standard connector, ChargePoint level 2 stations can charge any EV.

Stations are available in bollard and wall mount configurations for easy installation anywhere. All stations are fully software upgradeable remotely over the air.

Stations come in both 6' and 8' tall models with 18' and 23' cords, respectively. With multiple options for size and cord reach, your station can service up to four parking spaces, reach all car models regardless of parking style or car sizes and increase the usability of your EV spots.

Driver Friendly User Interface

+ Instructional video shows how to use the station
+ Multi-language: English, French, Spanish
+ Touch button interface; works in rain, ice and with gloves
+ Backed by ChargePoint's world class 24/7 driver phone support

Easily Communicate with Your Drivers

Whether you're a retail establishment wanting to advertise your latest product, a workplace looking to communicate with employees or a municipality wanting to welcome visitors, ChargePoint's prominent LCD screen makes it easy to reach EV drivers:

+ Daylight readable, with auto brightness control
+ 640 X 480 resolution active matrix
+ Full motion 30fps video support
+ Upload up to 60 seconds of high quality video on a color LCD screen to individual stations as often as desired
+ Brand your charging stations to communicate with drivers
+ Instructional video in English, Spanish or French

Service Products and Support

ChargePoint offers world-class service products and support that help ensure quality of work, save time and money, protect your investment and enhance the productivity of your charging stations. From site planning to installation and setup, to ongoing care and management, when you choose ChargePoint, you're covered.

- ChargePoint Configuration and Activation: customized setup and activation of your stations
- ChargePoint Station Manager: ongoing and unlimited software tools to meet your changing needs
- ChargePoint Assure: extended parts and labor warranty coverage for up to five additional years

Energy Measurement and Management

- Real-time energy measurement
- 15 minute interval recording
- Time of Day (TOD) pricing
- Load shed by percentage of running average or to fixed power output

Minimize Costs with Flexible Power Management Options

In the vast majority of applications, a full power configuration is the best choice for both station owners and drivers. However, when drivers are parked for a longer time, an intelligent, lower power output can save station owners considerable installation cost while still providing drivers a great charging experience. With flexible power options, station owners can meet the needs of drivers while lowering costs:

Power Select (Patent Pending)

- Allows for a lower capacity (less than 40A) circuit to power each port
- Cuts installation costs by reducing the cost or even avoiding the need to upgrade panels or transformers

Power Sharing

- Dynamically share one 40A, 30A or 20A circuit between two parking spaces
- Doubles the number of parking spots served while reducing installation and operating costs
- Allows station owners to upgrade a single port station to dual port to serve more drivers with no electrical upgrade

Clean Cord Technology

- Keep charging cords off the ground
- Standard on all models
- Ultra-reliable second-generation gravity operated mechanism
- Flexible over entire -40°F to +122°F product temperature range

CT4000 stations come with 18' or 23' cords to increase the usability of your charging spots, on 6' and 8' tall models respectively.

Ultra-reliable second-generation gravity operated mechanism.

18' and 23' cords to reach all car models and serve more parking spaces.

World-class 24/7 driver phone support.

Instructional video shows how to use the station. Multi-language charging instructions, giving drivers the choice of English, French or Spanish.

Driver interaction is supported in any weather by five rugged, back-lit buttons with audio feedback.

Strong and rugged design materials built to withstand the elements.

CT4021

Dual-port bollard charging station with 18' charging cables. Standard *EV Charging Only* sign without optional custom branding.

Promote Your Brand and Business

Having your stations installed in a visible location makes a bold statement about your business' commitment to sustainability and shows that you care about your customers. ChargePoint CT4000 stations are built for customization so you can conveniently promote your brand as well. With custom signage and video you can:

+ Increase brand recognition
+ Attract EV drivers by making sure your stations are highly visible
+ Ensure EV charging installations are consistent with the look and feel of your brand
+ Differentiate your stations from standard ChargePoint stations to make them easily identifiable by your driver base

Easily customizable branding area.

All stations come with *EV Charging Only* sign, which can be replaced with your custom signage.

5.7" color LCD display for customizable video content.

Upload up to 60 seconds of high quality video to individual stations as often as desired.

Daylight readable with auto brightness control.

OPTIONAL:
Additional customizable branding areas.

All stations have standard extrusions to hold your custom signage.

Artwork templates and material specifications are conveniently downloadable from chargepoint.com

Branded CT4021
Shown with optional branding on bollard.
18' cords on 6' model.

Branded CT4025
Shown with optional branding on back.
23' cords on 8' model.

Bollard Charging Stations

CT4011

CT4021

CT4025

Wall Mount Charging Stations

CT4013

CT4023

CT4027

Learn More

To learn more about ChargePoint's CT4000 Family:

- Visit chargepoint.com/ct4000
- Call +1.408.705.1992
- Email sales@chargepoint.com

chargepoint

ChargePoint, Inc.
254 East Hacienda Avenue
Campbell, CA | 95008-6617 USA
+1.408.370.3802 or toll free +1.877.370.3802
chargepoint.com

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City of Wayzata
City Council
Agenda Report

MEETING DATE: May 16, 2017	**AGENDA ITEM:** 8a
TITLE: 2016 Audit Report Presented by Bill Lauer, MMKR	
PROPOSED MOTION: To accept the 2016 Audit Report from MMKR	
PREPARED BY: Kathy Ovshak, Senior Accountant	
REVIEWED BY: Jeffrey Dahl, City Manager	

ACTION REQUESTED:
Staff recommends acceptance of the attached audit reports for 2016.

FINANCIAL OR BUDGET CONSIDERATION:
The City spends approximately $26,000 on auditing services per year.

BACKGROUND:
State Statutes require that the City's financials are audited annually by June 30 of the following year. In addition to the attached 2016 Audit Reports, Bill Lauer of MMKR will be presenting highlights of the report's findings at the meeting.

In addition, the overall 2016 Financial Report, as prepared by AEM, is included as a separate booklet for the Council. However, due to its length, it is not in the electronic packet. This booklet will be available to the public at City Hall, May 16 Council Meeting, and will be on the City's website as well.

ATTACHMENTS:
1. City of Wayzata Management Report from MMKR, May 4, 2017
2. Special Purpose Audit Reports from MMKR, May 4, 2017

Management Report

for

City of Wayzata, Minnesota

December 31, 2016

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MMKR
CERTIFIED PUBLIC
ACCOUNTANTS

PRINCIPALS
Thomas A. Karnowski, CPA
Paul A. Radosevich, CPA
William J. Lauer, CPA
James H. Eichten, CPA
Aaron J. Nielsen, CPA
Victoria L. Holinka, CPA/CMA

To the City Council and Management
City of Wayzata, Minnesota

We have prepared this management report in conjunction with our audit of the City of Wayzata, Minnesota's (the City) financial statements for the year ended December 31, 2016. We have organized this report into the following sections:

- Audit Summary
- Governmental Funds Overview
- Enterprise Funds Overview
- Government-Wide Financial Statements
- Legislative Updates
- Accounting and Auditing Updates

We would be pleased to further discuss any of the information contained in this report or any other concerns that you would like us to address. We would also like to express our thanks for the courtesy and assistance extended to us during the course of our audit.

The purpose of this report is solely to provide those charged with governance of the City, management, and those who have responsibility for oversight of the financial reporting process comments resulting from our audit process and information relevant to city finances in Minnesota. Accordingly, this report is not suitable for any other purpose.

Malloy, Montague, Karnowski, Radosevich & Co., P.A.

Minneapolis, Minnesota
May 4, 2017

Malloy, Montague, Karnowski, Radosevich & Co., P.A.
5353 Wayzata Boulevard • Suite 410 • Minneapolis, MN 55416 • Phone: 952-545-0424 • Fax: 952-545-0569 • www.mmkr.com

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AUDIT SUMMARY

The following is a summary of our audit work, key conclusions, and other information that we consider important or that is required to be communicated to the City Council, administration, or those charged with governance of the City.

OUR RESPONSIBILITY UNDER AUDITING STANDARDS GENERALLY ACCEPTED IN THE UNITED STATES OF AMERICA AND *GOVERNMENT AUDITING STANDARDS*

We have audited the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City as of and for the year ended December 31, 2016, and the related notes to the financial statements. Professional standards require that we provide you with information about our responsibilities under auditing standards generally accepted in the United States of America and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information to you verbally and in our audit engagement letter. Professional standards also require that we communicate the following information related to our audit.

PLANNED SCOPE AND TIMING OF THE AUDIT

We performed the audit according to the planned scope and timing previously discussed and coordinated in order to obtain sufficient audit evidence and complete an effective audit.

AUDIT OPINION AND FINDINGS

Based on our audit of the City's financial statements for the year ended December 31, 2016:

- We have issued an unmodified opinion on the City's basic financial statements.

- We reported one matter involving the City's internal control over financial reporting that we consider to be a material weakness. Due to the limited size of the City's finance department staff, the City has limited segregation of duties in certain areas.

- The results of our testing disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards.*

- We reported no findings based on our testing of the City's compliance with Minnesota laws and regulations.

OTHER COMMENTS AND RECOMMENDATIONS

As discussed above, due to the small number of employees in the City's finance department, segregation of duties is limited in several areas of its internal controls over financial reporting. While this situation is not unusual, it does expose the City to a higher risk that errors or fraud could occur and not be detected in a timely manner in the normal course of business. One way to help mitigate this risk, without incurring significant additional expense, is for the City Council to remain active in its oversight of the City's financial records throughout the year by performing periodic reviews of key interim financial information. The effectiveness of this type of control procedure is somewhat dependent upon the frequency and timeliness with which it is performed. It is our understanding that the City Council currently reviews in depth year-to-date financial information quarterly with the City's contracted financial service provider. We also understand that in the past, the City Council had received more limited year-to-date financial information from city staff on a monthly basis in between these quarterly reviews, but that process was discontinued when the City's previous finance director left. We recommend the City Council consider reestablishing the practice of reviewing year-to-date financial information on a monthly basis, and that the reviews take place as soon after each month end as is practical.

FOLLOW-UP ON PRIOR YEAR FINDINGS AND RECOMMENDATIONS

As a part of our audit for the year ended December 31, 2016, we performed procedures to follow-up on findings and recommendations that resulted from our prior year audit. We reported the following Minnesota legal compliance findings in 2015:

- For one contract tested in 2015, the City did not obtain the required documentation assuring the contractor complied with statutory withholding requirements before making final settlement with the contractor under a contract requiring wages to be paid to employees.

- For one disbursement tested in 2015, the City did not pay the obligation within the required 35-day time period required by Minnesota Statutes.

We are pleased to report that these Minnesota legal compliance requirements were complied with for all transactions selected for testing in 2016.

SIGNIFICANT ACCOUNTING POLICIES

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note 1 of the notes to basic financial statements.

No new accounting policies were adopted and the application of existing policies was not changed during the year ended December 31, 2016. We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

ACCOUNTING ESTIMATES AND MANAGEMENT JUDGMENTS

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

- The City has recorded liabilities and activity for other post-employment benefits (OPEB) and pension benefits. These obligations are calculated using actuarial methodologies described in Governmental Accounting Standards Board (GASB) Statement Nos. 45 and 68. These actuarial calculations include significant assumptions, including projected changes, healthcare insurance costs, investment returns, retirement ages, proportionate share, and employee turnover.

- The depreciation of capital assets involves estimates pertaining to useful lives.

We evaluated the key factors and assumptions used by management to develop these estimates in determining that they are reasonable in relation to the basic financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

CORRECTED AND UNCORRECTED MISSTATEMENTS

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Where applicable, management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management, when applicable, were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

DIFFICULTIES ENCOUNTERED IN PERFORMING THE AUDIT

We encountered no significant difficulties in dealing with management in performing and completing our audit.

DISAGREEMENTS WITH MANAGEMENT

For purposes of this report, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

MANAGEMENT REPRESENTATIONS

We have requested certain representations from management that are included in the management representation letter dated May 4, 2017.

MANAGEMENT CONSULTATIONS WITH OTHER INDEPENDENT ACCOUNTANTS

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

OTHER AUDIT FINDINGS OR ISSUES

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

OTHER MATTERS

We applied certain limited procedures to the management's discussion and analysis and the pension and OPEB-related required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the combining and individual fund financial statements and schedules accompanying the financial statements, which are not RSI. With respect to the combining and individual fund financial statements and schedules, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the introductory section and supplementary information which accompany the financial statements but are not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

GOVERNMENTAL FUNDS OVERVIEW

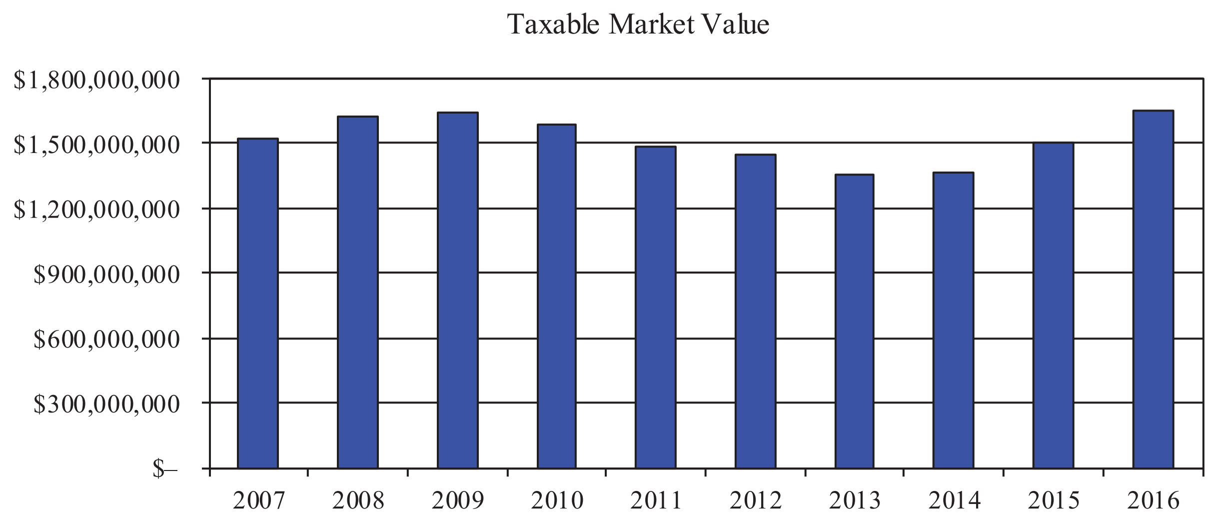
This section of the report provides you with an overview of the financial trends and activities of the City's governmental funds, which includes the General, special revenue, debt service, and capital project funds. These funds are used to account for the basic services the City provides to all of its citizens, which are financed primarily with property taxes. The governmental fund information in the City's financial statements focuses on budgetary compliance and the sufficiency of each governmental fund's current assets to finance its current liabilities.

PROPERTY TAXES

Minnesota cities rely heavily on local property tax levies to support their governmental fund activities. For the 2015 fiscal year, local ad valorem property tax levies provided 39.8 percent of the total governmental fund revenues for cities over 2,500 in population, and 35.6 percent for cities under 2,500 in population. Property tax levies certified by Minnesota cities for 2016 increased about 4.8 percent over 2015, compared to an increase of 4.0 percent the prior year.

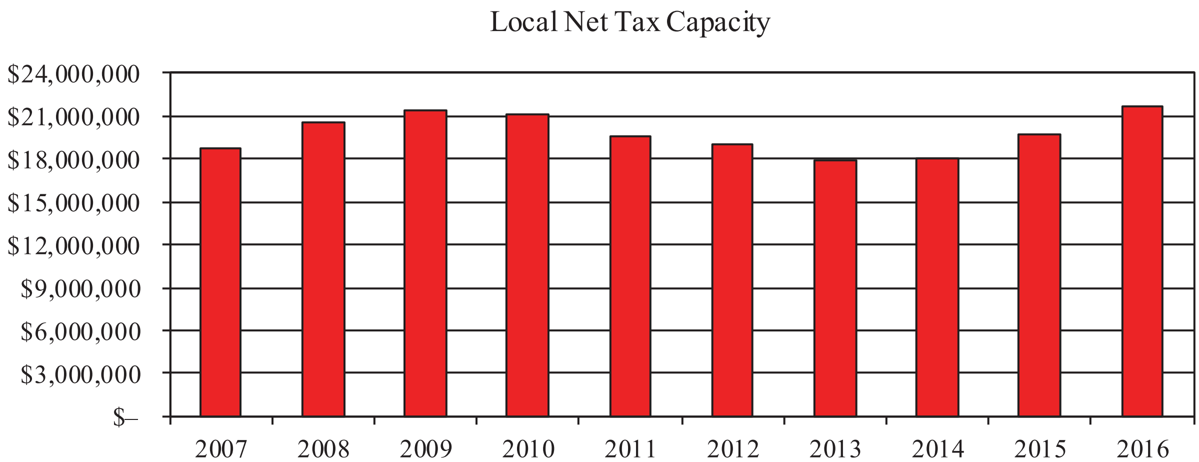
The total market value of property in Minnesota cities increased about 5.7 percent for the 2016 levy year. While the percentage of market value growth was less than the 8.5 percent increase for levy year 2015, it was considerably larger than the 1.1 percent growth experienced in levy year 2014. Market values increased across all property categories for 2016, with gains in the market values of non-homestead residential properties (9.1 percent) and other properties (7.3 percent) outpacing the market value gain of residential homestead properties (5.0 percent), commercial/industrial properties (4.9 percent), and farms (0.1 percent). The market values used for levying property taxes are based on the previous fiscal year (e.g., market values for taxes levied in 2016 were based on assessed values as of January 1, 2015), so the trend of change in these market values lags somewhat behind the housing market and economy in general.

The City's taxable market value increased 10.1 percent for taxes payable in 2015 and 9.1 percent for taxes payable in 2016. The following graph shows the City's changes in taxable market value over the past 10 years:



Tax capacity is considered the actual base available for taxation. It is calculated by applying the state's property classification system to each property's market value. Each property classification, such as commercial or residential, has a different calculation and uses different rates. Consequently, a city's total tax capacity will change at a different rate than its total market value, as tax capacity is affected by the proportion of the City's tax base that is in each property classification from year-to-year, as well as legislative changes to tax rates. The City's tax capacity increased 9.1 percent and 9.6 percent for taxes payable in 2015 and 2016, respectively.

The following graph shows the City's change in tax capacities over the past 10 years:



The improvement in property tax capacities has contributed to decreases to the overall state-wide and metro area tax rates for the last two years. The following table presents the average tax rates applied to city residents for each of the last two levy years, along with comparative state-wide and metro area rates:

Rates expressed as a percentage of net tax capacity

	All Cities State-Wide		Seven-County Metro Area		City of Wayzata	
	2015	2016	2015	2016	2015	2016
Average tax rate						
City	46.9	46.5	43.4	43.0	25.7	24.7
County	44.7	44.1	42.9	42.3	46.4	45.4
School	27.1	27.5	28.3	28.6	26.2	26.1
Special taxing	6.9	6.9	8.8	8.7	11.5	11.3
Total	125.6	125.0	123.4	122.6	109.8	107.4

The City's portion of the tax capacity rates for Wayzata residents has historically been well below the average for Minnesota cities state-wide and for cities in the seven-county metro area. This is due to the City's relatively low annual tax levies, coupled with its high property values and strong commercial tax base.

GOVERNMENTAL FUND BALANCES

The following table summarizes the changes in the fund balances of the City's governmental funds during the year ended December 31, 2016, presented both by fund balance classification and by fund:

Governmental Funds Change in Fund Balance

	Fund Balance as of December 31, 2016	Fund Balance as of December 31, 2015	Increase (Decrease)
Fund balances of governmental funds			
Total by classification			
Restricted	$ 8,576,098	$ 1,469,424	$ 7,106,674
Committed	240,981	230,671	10,310
Assigned	6,593,308	7,185,481	(592,173)
Unassigned	2,559,399	2,261,470	297,929
Total – governmental funds	$ 17,969,786	$ 11,147,046	$ 6,822,740
Total by fund			
General	$ 2,835,183	$ 2,529,396	$ 305,787
Debt Service	555,341	398,223	157,118
Internally Financed Capital Project	7,956,204	732,192	7,224,012
Nonmajor funds	6,623,058	7,487,235	(864,177)
Total – governmental funds	$ 17,969,786	$ 11,147,046	$ 6,822,740

In total, the fund balances of the City's governmental funds increased $6,822,740 during the year ended December 31, 2016. The main reason for the increase is due to the issuance of the City's $7,725,000 General Obligation Tax Increment Bonds of 2016, the unspent proceeds from which are restricted for the construction of the downtown parking ramp in the City's Internally Financed Capital Project Fund.

GOVERNMENTAL FUNDS REVENUE AND EXPENDITURES

The following table presents the per capita revenue of the City's governmental funds for the past three years, along with state-wide averages for cities with comparable populations.

We have included the most recent comparative state-wide averages available from the Office of the State Auditor to provide a benchmark for interpreting the City's data. The amounts received from the typical major sources of governmental fund revenue will naturally vary between cities based on factors such as a city's stage of development, location, size and density of its population, property values, services it provides, and other attributes. It will also differ from year-to-year due to the effect of inflation and changes in the City's operation. Also, certain data on these tables may be classified differently than how they appear on the City's financial statements in order to be more comparable to the state-wide information, particularly in separating capital expenditures from current expenditures.

We have designed this section of our management report using per capita data in order to better identify unique or unusual trends and activities of your city. We intend for this type of comparative and trend information to complement, rather than duplicate, information in the management's discussion and analysis. An inherent difficulty in presenting per capita information is the accuracy of the population count, which for most years is based on estimates.

The per capita information presented in this report excludes the Wayzata Housing and Redevelopment Authority (HRA), the City's discretely presented component unit.

Governmental Funds Revenue per Capita
With State-Wide Averages for Population Class

	State-Wide		City of Wayzata		
Year	2014	2015	2014	2015	2016
Population	2,500–10,000	2,500–10,000	4,476	4,564	4,564
Property taxes	$ 427	$ 443	$ 954	$ 946	$ 1,005
Tax increments	26	26	–	–	–
Franchise and other taxes	32	33	36	32	33
Special assessments	59	59	58	57	56
Licenses and permits	28	31	215	182	208
Intergovernmental revenues	298	285	54	54	163
Charges for services	105	110	260	284	263
Other	66	69	110	332	89
Total revenue	$ 1,041	$ 1,056	$ 1,687	$ 1,887	$ 1,817

The City's total governmental funds revenue for 2016 was $8,291,589, a decrease of $323,267 (3.8 percent) from the previous year. On a per capita basis, revenue for 2016 decreased $70 from the prior year. Other revenue was $243 per capita lower than the prior year due to reimbursements of costs received in 2015 related to wetland mitigation and street improvement projects. This decrease was partially offset by a $59 per capita increase in property taxes due mainly to a higher adopted levy, and a $109 per capita increase in intergovernmental revenue primarily attributable to contributions received from the Wayzata HRA to support various capital improvement projects.

The expenditures of governmental funds will also vary from state-wide averages and from year-to-year, based on the City's circumstances. Expenditures are classified into three types as follows:

- **Current** – These are typically the general operating-type expenditures occurring on an annual basis, and are primarily funded by general sources such as taxes and intergovernmental revenues.

- **Capital Outlay and Construction** – These expenditures do not occur on a consistent basis, more typically fluctuating significantly from year-to-year. Many of these expenditures are project-oriented, which are often funded by specific sources that have benefited from the expenditure, such as special assessment improvement projects.

- **Debt Service** – Although the expenditures for debt service may be relatively consistent over the term of the respective debt, the funding source is the important factor. Some debt may be repaid through specific sources, such as special assessments or redevelopment funding, while other debt may be repaid with general property taxes.

The City's expenditures per capita of its governmental funds for the past three years, together with state-wide averages for cities with comparable populations, are presented in the following table:

Governmental Funds Expenditures per Capita
With State-Wide Averages for Population Class

	State-Wide		City of Wayzata		
Year	2014	2015	2014	2015	2016
Population	2,500–10,000	2,500–10,000	4,476	4,564	4,564
Current					
General government	$ 131	$ 134	$ 246	$ 286	$ 284
Public safety	248	255	458	467	483
Public works	121	119	168	155	171
Culture and recreation	86	88	86	152	211
All other	69	64	40	37	33
	655	660	998	1,097	1,182
Capital outlay and construction	357	372	395	909	891
Debt service					
Principal	180	181	66	68	69
Interest and fiscal	54	51	32	31	42
	234	232	98	99	111
Total expenditures	$ 1,246	$ 1,264	$ 1,491	$ 2,105	$ 2,184

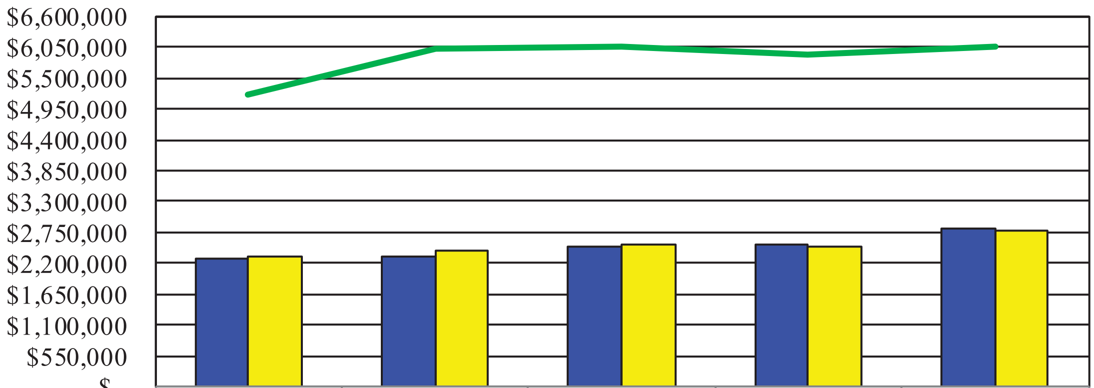
The City's total governmental fund expenditures for 2016 were $9,964,822, an increase of $357,470 (3.7 percent) from the prior year, or $79 per capita. Current expenditures for 2016 were $85 per capita higher than the previous year. Culture and recreation expenditures increased $59 per capita, mainly due to costs related to the parks portion of the Lake Effect Design Initiative.

Governmental fund capital expenditures were $18 per capita lower than last year, but remained at a significantly higher level than is typical for the City.

General Fund

The City's General Fund accounts for the financial activity of the basic services provided to the community. The primary services included within this fund are the administration of the municipal operation, police and fire protection, building inspection, streets and highway maintenance, and culture and recreation. The graph below illustrates the change in the General Fund financial position over the last five years. We have also included a line representing annual expenditures and transfers out to reflect the change in the size of the General Fund operation over the same period.

General Fund Financial Position
Year Ended December 31,



	2012	2013	2014	2015	2016
Fund Balance	$2,274,206	$2,339,484	$2,498,884	$2,529,396	$2,835,183
Cash Balance	$2,306,246	$2,431,675	$2,549,327	$2,511,386	$2,792,940
Exp & Trans Out	$5,211,755	$6,032,007	$6,055,836	$5,897,406	$6,056,578

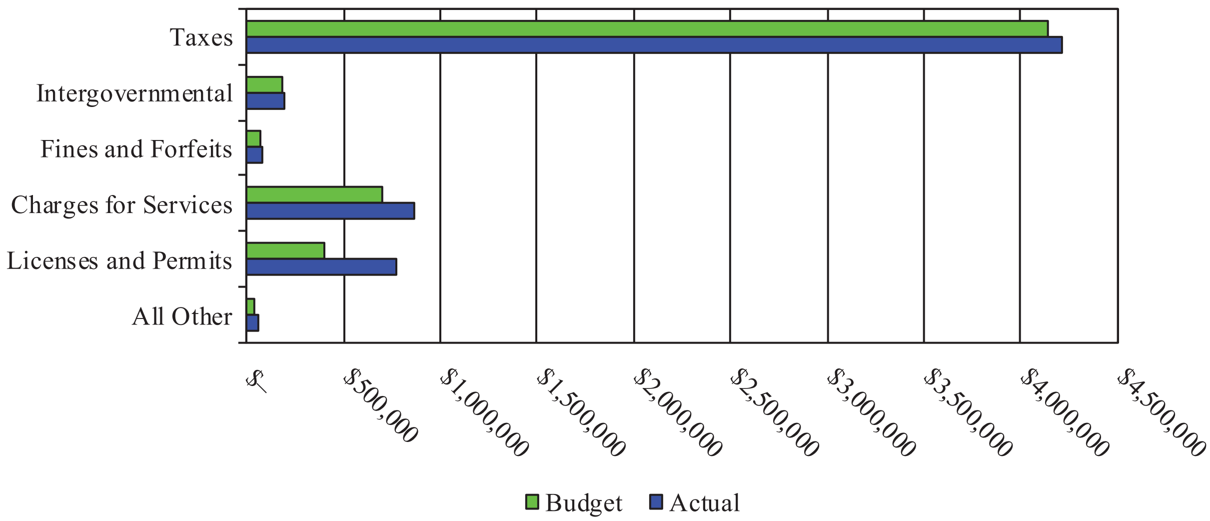
The City's General Fund cash and investments balance at December 31, 2016 was $2,792,940, an increase of $281,554 from the previous year. Total fund balance at year-end was $2,835,183, which was an increase of $305,787 from the prior year, as compared to a break-even budget. The unassigned portion of fund balance was $2,559,399 at year-end, which represents 42.3 percent of the City's annual General Fund expenditures and operating transfers out based on 2016 levels, up from 38.3 percent at the end of the previous year.

The City has generally been able to maintain healthy cash and fund balance levels as the volume of financial activity has grown. This is an important factor because a government, like any organization, requires a certain amount of equity to operate. A healthy financial position allows the City to avoid volatility in tax rates; helps minimize the impact of state funding changes; allows for the adequate and consistent funding of services, repairs, and unexpected costs; and is a factor in determining the City's bond rating and resulting interest costs. Maintaining an adequate fund balance has become increasingly important given the fluctuations in state funding for cities in recent years.

A trend that is typical to Minnesota local governments, especially the General Fund of cities, is the unusual cash flow experienced throughout the year. The City's General Fund cash disbursements are made fairly evenly during the year other than the impact of seasonal services such as snowplowing, street maintenance, and park activities. Cash receipts of the General Fund are quite a different story. Property taxes comprise about 67 percent of the fund's total annual revenue. Approximately half of these revenues are received by the City at mid-year and the rest at year-end. Consequently, the City needs to have adequate cash reserves to finance its everyday operations between these payments.

The following chart reflects the City's General Fund revenue sources for 2016 compared to budget:

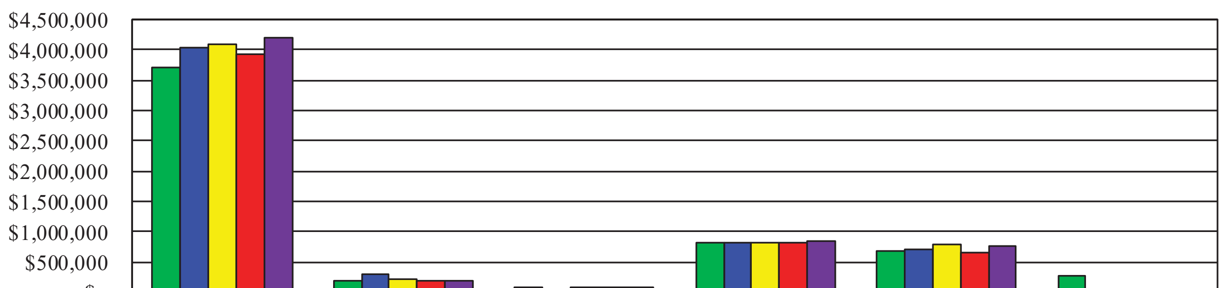
General Fund Revenue
Budget to Actual



General Fund revenue for 2016 totaled $6,183,946, which was $644,942 (11.6 percent) higher than budget. Licenses and permits revenue was $364,416 higher than projected, as building, heating, and plumbing permits were much higher than the City's conservative budget. Charges for services exceeded budget by $164,146, as fees for plan checks and project inspections were also higher than projected.

The following graph presents the City's General Fund revenues by source for the last five years. The graph reflects the City's reliance on property taxes and other local sources of revenue, and shows the lack of general state-aid revenue in recent years.

General Fund Revenue by Source
Year Ended December 31,

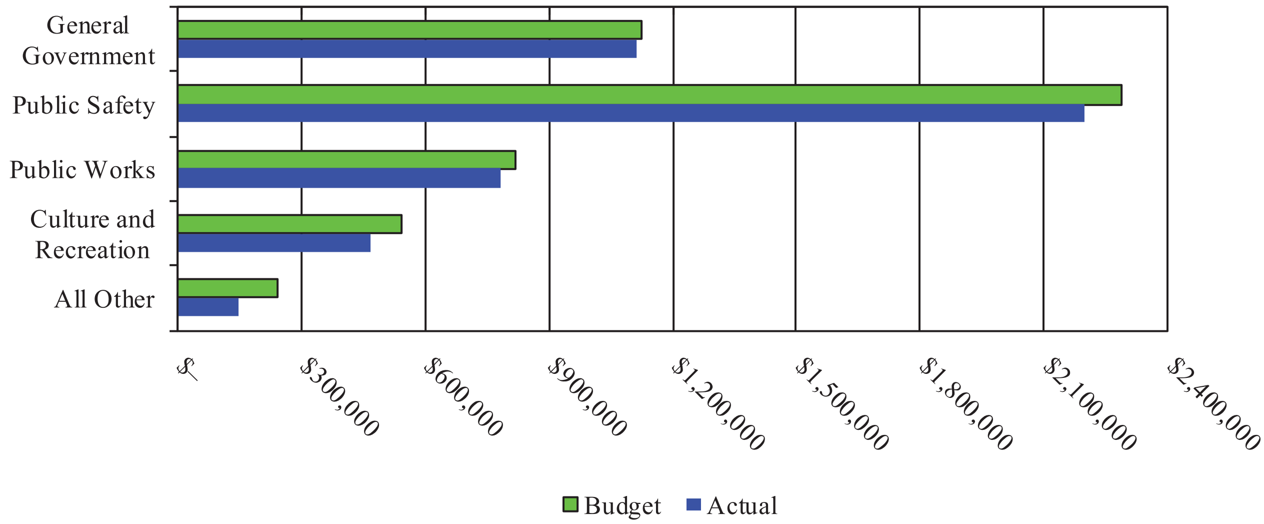


	Taxes	Intergovernmental	Fines and Forfeits	Charges for Services	Licenses and Permits	All Other
2012	$3,712,582	$190,513	$72,433	$817,972	$692,656	$274,633
2013	$4,028,134	$294,665	$71,154	$830,093	$708,478	$38,011
2014	$4,104,912	$224,836	$78,985	$832,032	$793,420	$56,051
2015	$3,939,771	$193,931	$89,360	$827,582	$657,955	$37,141
2016	$4,211,953	$200,025	$77,268	$862,230	$769,641	$62,829

Total General Fund revenues increased $438,206 (7.6 percent) from the previous year. Revenue from taxes increased $272,182 from the prior year due to an increase in the levy and revenue from the distribution of excess tax increments. Licenses and permits revenue was $111,686 higher than last year because of increased non-business-related permit revenues.

The following graphs illustrate the components of General Fund spending for 2016 compared to budget:

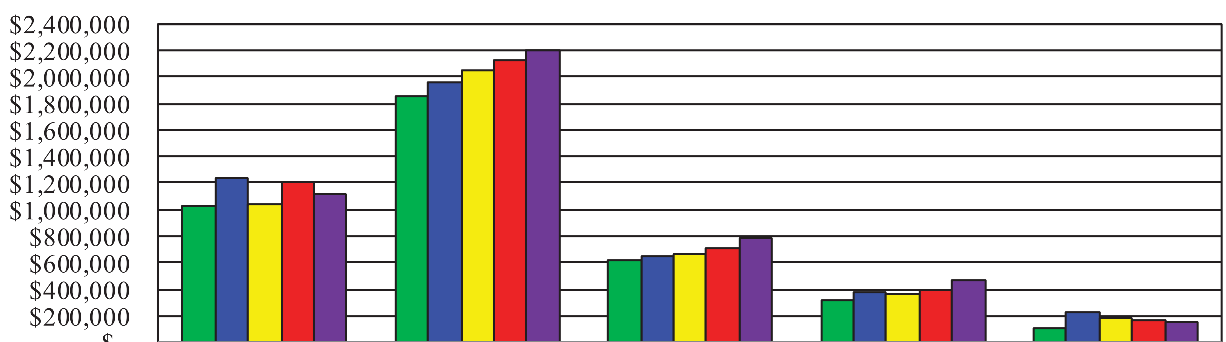
General Fund Expenditures
Budget to Actual



Total General Fund expenditures for 2016 were $4,711,804, which was $301,426 (6.0 percent) under budget. This variance was spread over all the categories shown above, with the largest savings in public safety ($88,359), culture and recreation ($74,406), and "all other" ($91,367).

The following graph presents the City's General Fund expenditures by function for the last five years:

General Fund Expenditures by Function
Year Ended December 31,



	General Government	Public Safety	Public Works	Culture and Recreation	All Other
2012	$1,020,156	$1,847,633	$615,820	$325,719	$115,136
2013	$1,240,945	$1,961,127	$649,247	$381,580	$230,117
2014	$1,047,201	$2,047,168	$660,028	$365,736	$179,077
2015	$1,211,694	$2,131,961	$707,177	$396,102	$172,467
2016	$1,110,852	$2,198,112	$782,691	$469,516	$150,633

Total General Fund expenditures were $92,403 (2.0 percent) higher than the previous year. This increase was spread across various functions, and was primarily due to increased personnel costs. General government expenditures were $100,842 lower than the previous year, primarily as the result of lower personnel costs for administration and finance.

ENTERPRISE FUNDS OVERVIEW

The City maintains a number of enterprise funds to account for services the City provides that are financed primarily through fees charged to those utilizing the service. This section of the report provides you with an overview of the financial trends and activities of the City's enterprise funds, which include the Water, Sewer, Licensing, Liquor, Solid Waste, and Stormwater Funds.

ENTERPRISE FUNDS FINANCIAL POSITION

The following table summarizes the changes in the financial position of the City's enterprise funds during the year ended December 31, 2016, presented both by classification and by fund:

Enterprise Funds Change in Financial Position

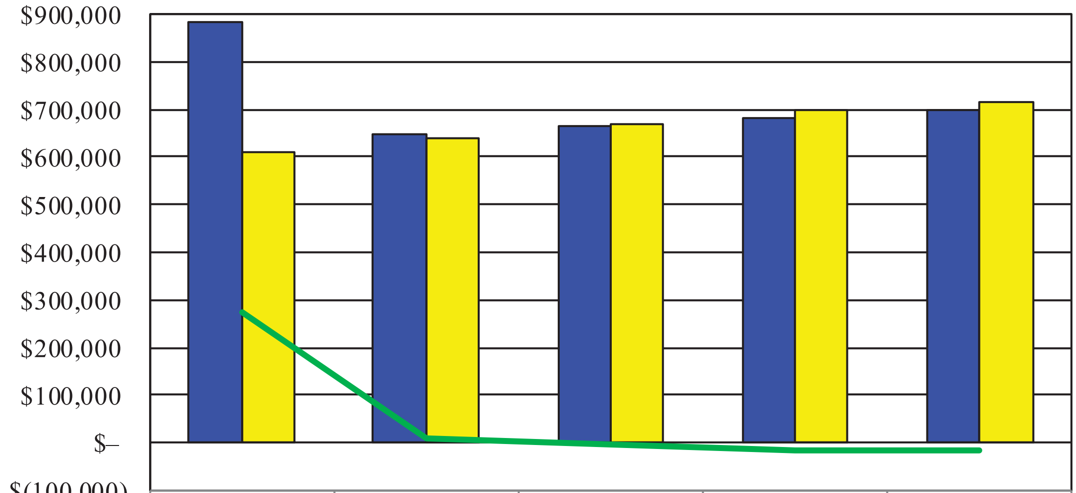
	Net Position as of December 31,		
	2016	2015	Increase (Decrease)
Net position of enterprise funds			
Total by classification			
Net investment in capital assets	$ 13,229,599	$ 11,674,924	$ 1,554,675
Restricted	1,726,709	1,819,081	(92,372)
Unrestricted	3,241,811	4,283,663	(1,041,852)
Total – enterprise funds	$ 18,198,119	$ 17,777,668	$ 420,451
Total by fund			
Water	$ 7,893,011	$ 8,060,522	$ (167,511)
Sewer	3,974,928	3,974,246	682
Licensing	(42,802)	(175,075)	132,273
Liquor	1,537,269	1,200,654	336,615
Solid Waste	220,846	231,905	(11,059)
Stormwater	4,614,867	4,485,416	129,451
Total – enterprise funds	$ 18,198,119	$ 17,777,668	$ 420,451

In total, the net position of the City's enterprise funds increased by $420,401 during the year ended December 31, 2016. Net investment in capital assets increased $1,554,675 and unrestricted net position decreased $1,041,852 during the year, both mainly due to water capital infrastructure improvements, portions of which were paid for by the fund and portions of which were contributed by outside parties.

WATER FUND

The following graph presents five years of operating results for the Water Fund:

Water Fund
Year Ended December 31,



	2012	2013	2014	2015	2016
Oper Rev	$885,181	$648,312	$666,615	$680,803	$700,700
Oper Exp	$610,161	$638,385	$671,215	$697,742	$717,299
Oper Inc (Loss)	$275,020	$9,927	$(4,600)	$(16,939)	$(16,599)

The Water Fund ended 2016 with a total net position of $7,893,011, which was a decrease of $167,511 from the prior year. The Water Fund had a net investment in capital assets of $5,095,514, net position restricted for debt service of $1,259,097, and unrestricted net position of $1,538,400 at year-end.

Water Fund operating revenues for fiscal 2016 were $700,700, an increase of $19,897 (2.9 percent) from the prior year due to an increase in city water rates for 2016 of approximately 3.0 percent.

Operating expenses for 2016 were $717,299, an increase of $19,557 (2.8 percent), mainly due to higher depreciation expense.

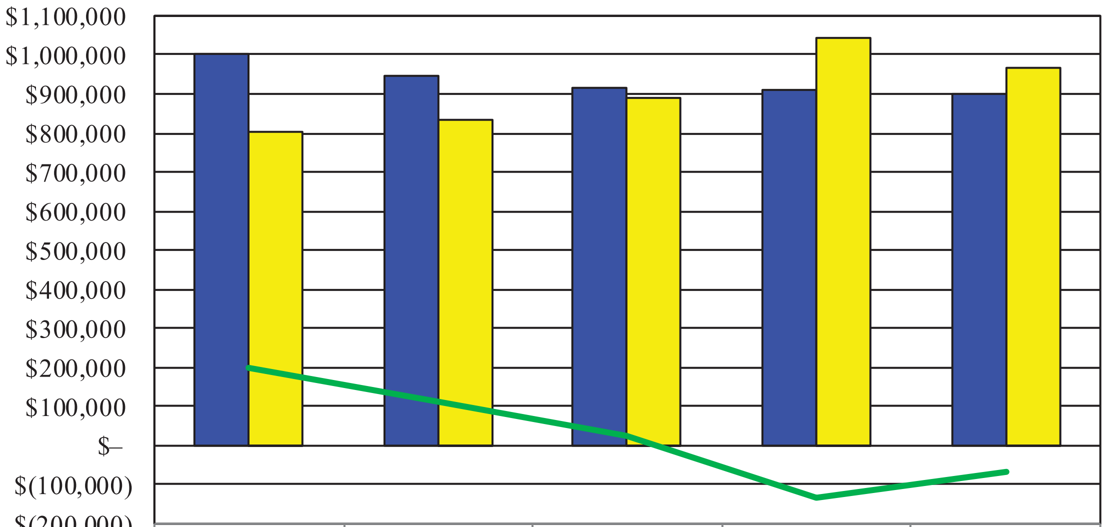
After nonoperating revenues and expenses (such as interest revenue, tower rental revenue, and interest expense), the Water Fund had a loss before contributions and transfers of $68,246.

The Water Fund received capital contributions of $258,635 from special assessments and access charges to finance the water portion of street improvement projects. The Water Fund also transferred out $332,900 to finance capital improvement projects and $25,000 to support the General Fund.

SEWER FUND

The following graph presents five years of operating results for the Sewer Fund:

Sewer Fund
Year Ended December 31,



	2012	2013	2014	2015	2016
Oper Rev	$1,001,590	$943,819	$915,824	$909,799	$897,443
Oper Exp	$802,551	$833,778	$888,690	$1,041,186	$964,112
Oper Inc (Loss)	$199,039	$110,041	$27,134	$(131,387)	$(66,669)

The Sewer Fund ended 2016 with a total net position of $3,974,928, an increase of $682 from the prior year. The Sewer Fund had a net investment in capital assets of $2,883,487, net position restricted for debt service of $467,612, and unrestricted net position of $623,829 at year-end.

Sewer Fund operating revenue for fiscal 2016 was $897,443, a decrease of $12,356 (1.4 percent) from the prior year.

Operating expenses for 2016 were $964,112, a decrease of $77,074 (7.4 percent). Repairs and maintenance costs were $123,995 less than the previous year due to a 2015 sewer lining project.

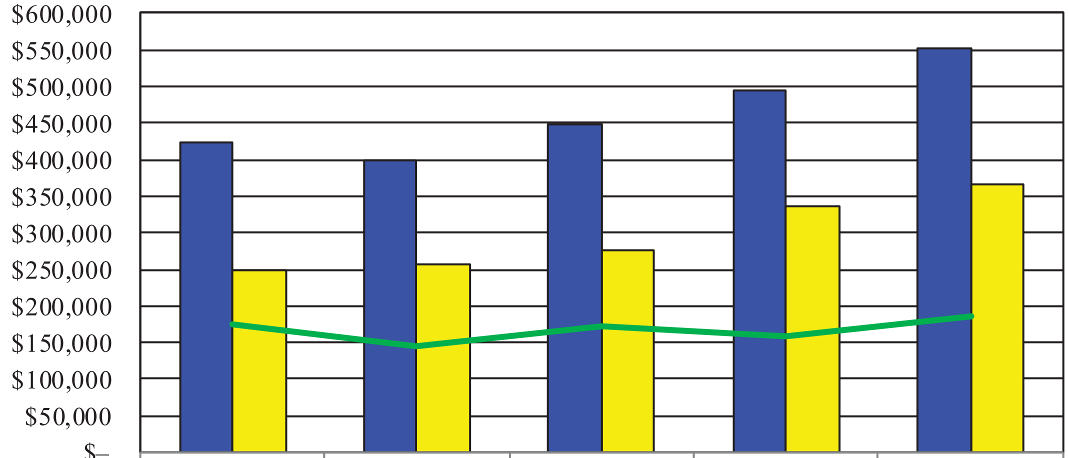
After nonoperating revenues and expenses, the Sewer Fund had a loss before contributions and transfers of $73,967.

The Sewer Fund received $143,749 of contributed capital from special assessments and access charges to finance the sewer portion of street improvement projects.

LICENSING FUND

The following graph presents five years of operating results for the Licensing Fund:

Licensing Fund
Year Ended December 31,



	2012	2013	2014	2015	2016
Oper Rev	$424,512	$399,257	$447,885	$494,537	$552,514
Oper Exp	$249,476	$255,563	$275,010	$335,021	$366,121
Oper Inc (Loss)	$175,036	$143,694	$172,875	$159,516	$186,393

The Licensing Fund ended 2016 with an unrestricted deficit net position of ($42,802), an improvement of $132,273 from the prior year.

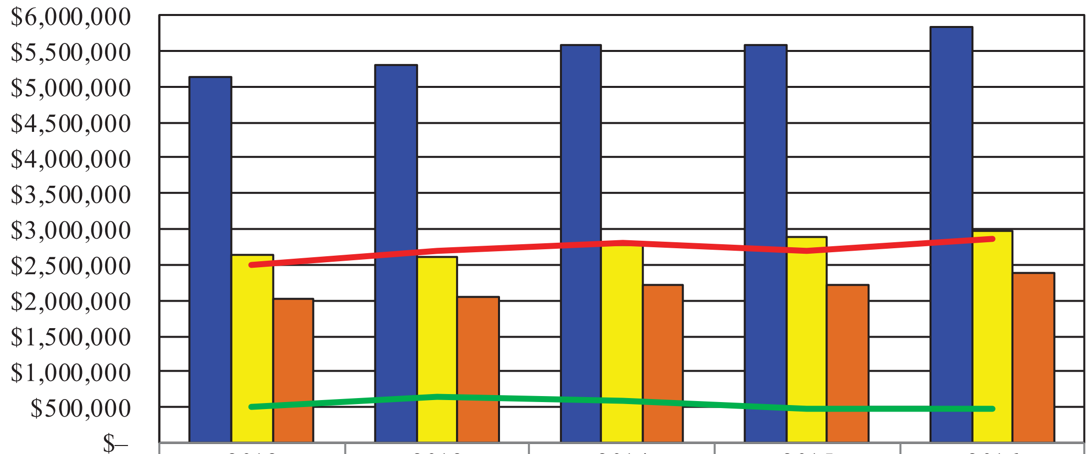
Licensing Fund operating revenues for 2016 were $552,514, an increase of $57,977 (11.7 percent) from the prior year, mainly due to increases in car dealer processing and passport application revenue.

Operating expenses for 2016 were $366,121, an increase of $31,100 (9.3 percent) from last year, mainly due to an increase in personnel costs.

LIQUOR FUND

The following graph presents five years of operating results for the Liquor Fund:

Liquor Fund
Year Ended December 31,



	2012	2013	2014	2015	2016
Sales	$5,150,007	$5,313,196	$5,581,912	$5,579,188	$5,841,519
Cost of Sales	$2,649,859	$2,619,208	$2,784,167	$2,889,826	$2,987,361
OperExp	$2,006,861	$2,055,247	$2,222,430	$2,223,107	$2,383,344
Gross Profit	$2,500,148	$2,693,988	$2,797,745	$2,689,362	$2,854,158
Oper Inc (Loss)	$493,287	$638,741	$575,315	$466,255	$470,814

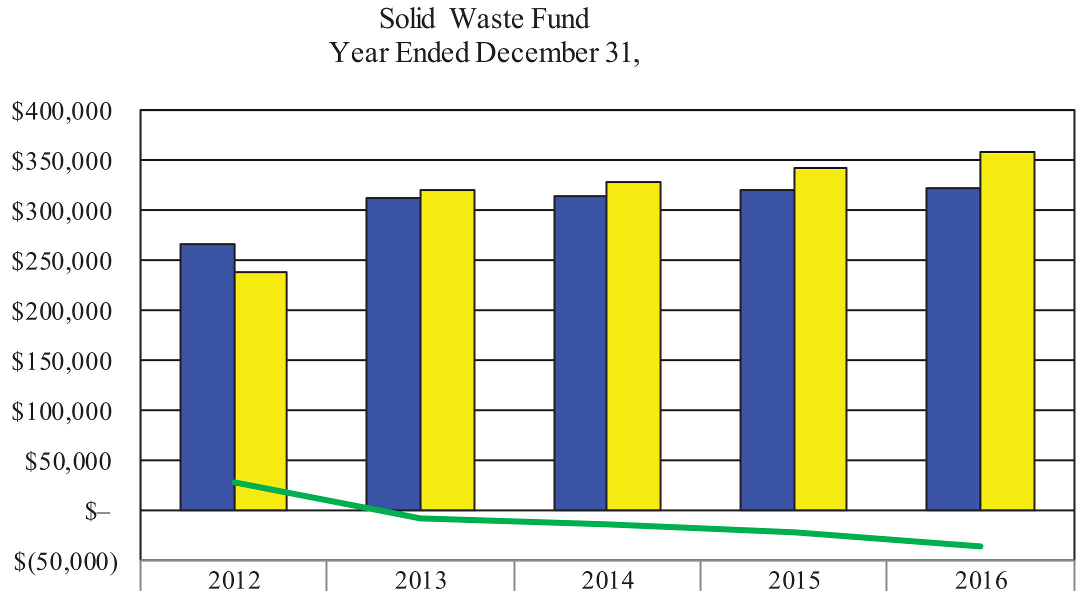
The Liquor Fund ended 2016 with a total net position of $1,537,269, an increase of $336,615 from the prior year. The Liquor Fund's net investment in capital assets was $1,205,018 at year-end, leaving unrestricted net position of $332,251 at year-end.

Liquor Fund gross sales for 2016 were $5,841,519, an increase of $262,331 from the prior year. Gross sales for the liquor store increased by $279,384 (10.6 percent), while gross sales for the bar and restaurant side of the operation decreased $17,053 (0.6 percent). Gross profits for 2016 increased $164,796 (6.1 percent) overall.

Operating expenses of $2,383,334 represented an increase of $160,237 (7.2 percent) from the prior year, mainly due to an increase of $159,749 in salaries and benefits.

SOLID WASTE FUND

The following graph presents five years of operating results for the Solid Waste Fund:



	2012	2013	2014	2015	2016
Oper Rev	$265,301	$311,433	$313,876	$319,208	$321,208
Oper Exp	$237,448	$319,274	$327,848	$341,994	$357,902
Oper Inc (Loss)	$27,853	$(7,841)	$(13,972)	$(22,786)	$(36,694)

The Solid Waste Fund ended 2016 with an unrestricted net position of $220,846, a decrease of $11,059 from the prior year.

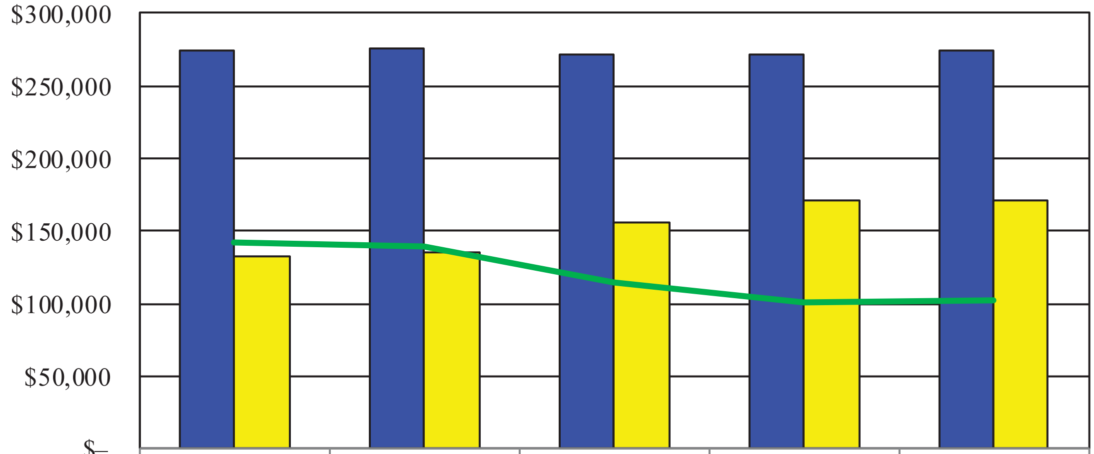
Operating revenues for 2016 were $321,208, an increase of $2,000 (0.6 percent) from last year.

Operating expenses for 2016 were $357,902, an increase of $15,908 (4.7 percent) from the previous year.

STORMWATER FUND

The following graph presents five years of operating results for the Stormwater Fund:

Stormwater Fund
Year Ended December 31,



	2012	2013	2014	2015	2016
Oper Rev	$274,417	$276,006	$271,440	$272,355	$273,816
Oper Exp	$132,473	$135,916	$156,548	$171,579	$171,774
Oper Inc (Loss)	$141,944	$140,090	$114,892	$100,776	$102,042

The Stormwater Fund ended 2016 with a total net position of $4,614,867, an increase of $129,541 from the prior year. The Stormwater Fund's net investment in capital assets was $4,045,580 at year-end, leaving an unrestricted net position of $569,287.

Stormwater Fund operating revenue for 2016 was $273,816, an increase of $1,461 (0.5 percent) from last year.

Operating expenses for 2016 were $171,774, an increase of $195 (0.1 percent) from last year.

GOVERNMENT-WIDE FINANCIAL STATEMENTS

In addition to fund-based information, the current reporting model for governmental entities also requires the inclusion of two government-wide financial statements designed to present a clear picture of the City as a single, unified entity. These government-wide financial statements provide information on the total cost of delivering services, including capital assets and long-term liabilities.

STATEMENT OF NET POSITION

The Statement of Net Position essentially tells you what your city owns and owes at a given point in time, the last day of the fiscal year. Theoretically, net position represents the resources the City has leftover to use for providing services after its debts are settled. However, those resources are not always in spendable form, or there may be restrictions on how some of those resources can be used. Therefore, net position is divided into three components: net investment in capital assets, restricted, and unrestricted.

The following table presents the components of the City's net position as of December 31, 2016 and 2015, for governmental activities and business-type activities:

	As of December 31,		Increase
	2016	2015	(Decrease)
Net position			
Governmental activities			
Net investment in capital assets	$ 32,550,256	$ 28,962,215	$ 3,588,041
Restricted	3,085,974	3,888,882	(802,908)
Unrestricted	5,813,827	6,829,877	(1,016,050)
Total governmental activities	$ 41,450,057	$ 39,680,974	$ 1,769,083
Business-type activities			
Net investment in capital assets	$ 13,229,599	$ 11,674,924	$ 1,554,675
Restricted	1,726,709	1,819,081	(92,372)
Unrestricted	3,241,811	4,283,663	(1,041,852)
Total business-type activities	$ 18,198,119	$ 17,777,668	$ 420,451
Total net position	$ 59,648,176	$ 57,458,642	$ 2,189,534

The City (excluding the HRA) ended 2016 with a combined total net position of $59,648,176, an increase of $2,189,534 from the prior year. About 80.8 percent of the increase was from governmental activities and 19.2 percent was from business-type activities. The City's net investment in capital assets increased $5,142,716 between the governmental and business-type activities, mainly due to improvement projects financed in part through contributions and internal funding sources.

At the end of the current fiscal year, the City is able to present positive balances in all categories of net position, both for the government as a whole, as well as for its separate governmental and business-type activities. The same situation held true for the prior fiscal year.

STATEMENT OF ACTIVITIES

The Statement of Activities tracks the City's yearly revenues and expenses, as well as any other transactions that increase or reduce total net positions. These amounts represent the full cost of providing services. The Statement of Activities provides a more comprehensive measure than just the amount of cash that changed hands, as reflected in the fund-based financial statements. This statement includes the cost of supplies used, depreciation of long-lived capital assets, and other accrual-based expenses.

The following table presents the change in the net position of the City (excluding the HRA) for the years ended December 31, 2016 and 2015:

	2016			2015
	Expenses	Program Revenues	Net Change	Net Change
Net (expense) revenue				
Governmental activities				
General government	$ 1,684,626	$ 813,284	$ (871,342)	$ (860,710)
Public safety	2,899,134	1,307,671	(1,591,463)	(1,198,999)
Public works	1,793,518	1,936,605	143,087	(708,877)
Culture and recreation	1,426,073	265,059	(1,161,014)	(553,285)
Interest on long-term debt	165,555	–	(165,555)	(120,935)
Business-type activities				
Water	877,646	1,039,198	161,552	3,675
Sewer	976,953	1,041,192	64,239	27,246
Licensing	366,121	552,514	186,393	159,516
Liquor	5,495,023	5,859,012	363,989	344,052
Solid waste	357,902	345,221	(12,681)	(10,940)
Stormwater	171,774	310,408	138,634	230,367
Total net (expense) revenue	$ 16,214,325	$ 13,470,164	(2,744,161)	(2,688,890)
General revenues				
Property taxes			4,584,544	4,309,095
Franchise taxes			149,268	146,602
Unrestricted grants and contributions			55,992	20,553
Investment earnings			124,938	166,525
Other revenues			18,953	17,699
Total general revenues			4,933,695	4,660,474
Change in net position			$ 2,189,534	$ 1,971,584

One of the goals of this statement is to provide a side-by-side comparison to illustrate the difference in the way the City's governmental and business-type operations are financed. The table clearly illustrates the dependence of the City's governmental operations on general revenues, such as property taxes and unrestricted grants. It also shows that, for the most part, the City's business-type activities are generating sufficient program revenues (service charges and program-specific grants) to cover expenses. This is critical given the current downward pressures on the general revenue sources.

LEGISLATIVE UPDATES

The 2016 legislative session, falling in the second half of the state's fiscal biennium, was scheduled to be a short session lasting only 11 weeks. Since biennial budgets are adopted in odd-year legislative sessions, less time is usually needed for the even-year sessions. However, because the 2015 Legislature adjourned without passing funding bills in several significant areas, it was anticipated that the 2016 legislative session would be considerably more active than the typical short session. In spite of this, only a few funding bills were brought forth to the Governor by the end of the 2016 regular legislative session, including a supplemental budget bill and an omnibus tax bill. The Governor chose not to sign the tax bill due to a drafting error that would have resulted in an unintended reduction of state revenues. When the framework for a special session could not be agreed upon, the fiscal year ended without the adoption of a new tax bill, capital bonding bill, or transportation funding package.

The following is a summary of recent legislation affecting Minnesota cities:

Border-to-Border Broadband Grants – The 2016 supplemental budget act appropriated $35 million in fiscal 2017 for a Border-to-Border Broadband Grant Program. The grants, available through the Office of Broadband Development in the Department of Employment and Economic Development (DEED), provide funding to help communities meet state goals for the development of state-wide high-speed broadband access, focusing on areas currently considered to be underserved or with a high concentration of low-income households.

Equity-Related Programs and Grants – The 2016 supplemental budget act also appropriated $35 million in fiscal 2017 for the financing of equity-related programs through DEED, the majority of which was allocated for programs and grants for communities of color, people with disabilities, seniors, and youth.

Sales Tax Exemption – Effective January 1, 2017, the sales tax exemption on the purchase of goods or services enacted for cities in 2014 is expanded to include all special districts; city, county, or township instrumentalities; economic development authorities; housing and redevelopment authorities; and all joint power boards or organizations.

Taxes Covered Under Debt Management Services – Amendments were made to the statutes governing debt management and debt settlement services to clarify the status of delinquent taxes owed to Minnesota local governments and political subdivisions as debt with regard to those services, and include those entities as creditors for the purpose of debt management services.

Elections – An omnibus elections law was passed making several changes to elections administration requirements. In addition to establishing a presidential primary to take the place of the current caucus system beginning in 2020, the law modified election procedures in a number of areas, including: absentee balloting, voting station dimensions, election canvassing, candidate filing, the extension of polling hours to accommodate voters in line at closing, and emergency election plans.

Police-Worn Body Cameras – A number of new laws were enacted related to portable recording systems (police-worn body cameras) and the data derived from their use, addressing: data retention and destruction, permitted uses of the systems, audits of the data, and vendor practices. Among the changes are a requirement for gathering public input before purchasing or implementing the use of portable recording systems, and requirements for the adoption and dissemination of written policies over the use of portable recording systems.

Veteran Preference Act – New language was added to state statutes clarifying that Minnesota cities and towns may require a veteran to complete an initial probationary period when hired.

Charitable Gambling – Cities that require charitable gambling organizations to contribute 10 percent of their net profits to the city for charitable purposes are now required to acknowledge the source of the funds, either in communications about the receipt or distribution of the funds.

Donation of Surplus Equipment – Local governments are now permitted to donate surplus public works equipment, cell phones, or emergency medical and firefighting equipment to nonprofit organizations. The donation of surplus equipment was added to the list of exceptions to municipal tort liability. Prior to making any such donations, a city must adopt a policy on how it will determine what equipment is considered surplus and eligible for donation and how it will determine which nonprofit organizations will receive such donations. The policy must address the city's obligation to disclose that the donated equipment may be defective and cannot be relied upon for safety.

Temporary Family Health Care Housing Permits – A new special land use permit system was established for a specific type of mobile health care-related mobile housing, intended to provide transitional housing for seniors. Cities will be required to implement the new permit system unless they officially act to opt out of the program. The program sets forth requirements for structure and placement, the permit process and duration, applicants, inspections, and the process for opting out.

Partition Fence Viewing Exemption – Cities now have the authority to pass a resolution to exempt adjoining owners or occupants from the partition fence law when their land is considered to be less than 20 acres combined, thereby relieving the city of the responsibility of participating in a potentially costly "fence-viewing" process to mediate disputes between adjoining landowners required to share the costs of constructing fences.

ACCOUNTING AND AUDITING UPDATES

GASB STATEMENT NO. 73, *ACCOUNTING AND FINANCIAL REPORTING FOR PENSIONS AND RELATED ASSETS THAT ARE NOT WITHIN THE SCOPE OF GASB STATEMENT 68, AND AMENDMENTS TO CERTAIN PROVISIONS OF GASB STATEMENTS 67 AND 68*

This statement extends the approach to accounting and financial reporting established in GASB Statement No. 68 to all pensions, including those not administered through a trust. Governmental employers participating in such plans will be required to report the total of any unfunded pension liability related to the plan in their accrual basis financial statements, rather than the net pension liability. The requirements of this statement that address accounting and financial reporting by employers and governmental nonemployer contributing entities for pensions not within the scope of GASB Statement No. 68, are effective for financial statements for fiscal years beginning after June 15, 2016.

This statement also clarified the application of certain provisions of GASB Statement Nos. 67 and 68 regarding 10-year schedules of required supplementary information (RSI) and other recognition issues pertaining to employers and nonemployer contributing entities effective for financial statements for fiscal years beginning after June 15, 2015.

GASB STATEMENT NO. 74, *FINANCIAL REPORTING FOR POSTEMPLOYMENT BENEFIT PLANS OTHER THAN PENSION PLANS*

This statement establishes new accounting and financial reporting requirements for other post-employment benefits (OPEB) plans, replacing GASB Statement Nos. 43 and 57. It also includes requirements for defined contribution OPEB plans that replace the requirements for those OPEB plans in GASB Statement Nos. 25, 43, and 50.

This statement will improve financial reporting primarily through enhanced note disclosures and schedules of RSI that will be presented by OPEB plans administered through trusts meeting the specified criteria. The new information will enhance the decision-usefulness of the financial reports of those OPEB plans, their value for assessing accountability, and their transparency by providing information about measures of net OPEB liabilities and explanations of how and why those liabilities changed from year-to-year. The net OPEB liability information, including ratios, will offer an up-to-date indication of the extent to which the total OPEB liability is covered by the fiduciary net position of the OPEB plan. The comparability of the reported information for similar types of OPEB plans will be improved by the changes related to the attribution method used to determine the total OPEB liability. The contribution schedule will provide measures to evaluate decisions related to the assessment of contribution rates in comparison with actuarially determined rates, if such rates are determined. In addition, new information about rates of return on OPEB plan investments will inform financial report users about the effects of market conditions on the OPEB plan's assets over time and provide information for users to assess the relative success of the OPEB plan's investment strategy and the relative contribution that investment earnings provide to the OPEB plan's ability to pay benefits to plan members when they come due.

This statement is effective for financial statements for fiscal years beginning after June 15, 2016. Earlier application is encouraged.

GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*

GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*, establishes new accounting and financial reporting requirements for governments whose employees are provided with OPEB, as well as for certain nonemployer governments that have a legal obligation to provide financial support for OPEB provided to the employees of other entities. This statement replaces the requirements of GASB Statement Nos. 45 and 57.

This statement establishes standards for recognizing and measuring liabilities, deferred outflows of resources, deferred inflows of resources, and expense/expenditures. Similar to changes implemented for pensions, this statement requires the liability of employers and nonemployer contributing entities to employees for defined benefit OPEB (net OPEB liability) to be measured as the portion of the present value of projected benefit payments to be provided to current active and inactive employees that is attributed to those employees' past periods of service (total OPEB liability), less the amount of the OPEB plan's fiduciary net position. Note disclosure and RSI requirements about defined benefit OPEB also are addressed.

This statement is effective for fiscal years beginning after June 15, 2017. Earlier application is encouraged.

GASB Statement No. 80, *Blending Requirements for Certain Component Units—an Amendment of GASB Statement No. 14*

The objective of this statement is to clarify the financial statement presentation requirements for certain component units. This statement amends the blending requirements for the financial statement presentation of component units of all state and local governments. The additional criterion requires blending of a component unit incorporated as a not-for-profit corporation in which the primary government is the sole corporate member. The additional criterion does not apply to component units included in the financial reporting entity pursuant to the provisions of GASB Statement No. 39, *Determining Whether Certain Organizations Are Component Units—an amendment of GASB Statement No. 14.*

The requirements of this statement are effective for reporting periods beginning after June 15, 2016. Earlier application is encouraged.

GASB Statement No. 81, *Irrevocable Split-Interest Agreements*

This statement provides recognition and measurement guidance for the accounting and financial reporting of irrevocable split-interest agreements by governments that are the beneficiary of such an agreement. Split-interest agreements are a type of giving agreement used by donors to provide resources to two or more beneficiaries, including governments.

This statement requires that a government that receives resources pursuant to an irrevocable split-interest agreement (1) recognize assets, liabilities, and deferred inflows of resources at the inception of the agreement, (2) recognize assets representing its beneficial interests in irrevocable split-interest agreements that are administered by a third party if the government controls the present service capacity of the beneficial interests, and (3) recognize revenue when the resources become applicable to the reporting period.

The requirements of this statement are effective for financial statements for periods beginning after December 15, 2016, and should be applied retroactively. Earlier application is encouraged.

GASB STATEMENT **N**O. **82,** ***P**ENSION **I**SSUES—AN **A**MENDMENT OF **GASB S**TATEMENTS **N**O. **67, N**O. **68,** AND **N**O. **73***

The intent of this statement is to address certain issues raised with respect to GASB Statement Nos. 67, 68, and 73.

This statement amends GASB Statement Nos. 67 and 68, changing the definition of "covered payroll" utilized in schedules of RSI from the payroll of employees that are provided with pensions through the pension plan, to the payroll on which contributions to a pension plan are based. It clarifies that a deviation, as the term is used in Actuarial Standards of Practice, is not considered to be in conformity with the requirements of GASB Statement Nos. 67, 68, or 73 for the selection of assumptions used in determining the total pension liability and related measures. It also clarifies that payments made by an employer to satisfy contribution requirements that are identified by the pension plan terms as plan member contribution requirements should be classified as plan member contributions for purposes of Statement No. 67 and as employee contributions for purposes of Statement No. 68, and requires that an employer's expense and expenditures for those amounts be recognized in the period for which the contribution is assessed and classified in the same manner as the employer classifies similar compensation other than pensions.

The requirements of this statement are effective for reporting periods beginning after June 15, 2016, except for the requirements of this statement for the selection of assumptions in a circumstance in which an employer's pension liability is measured as of a date other than the employer's most recent fiscal year-end. In that circumstance, the requirements for the selection of assumptions are effective for that employer in the first reporting period in which the measurement date of the pension liability is on or after June 15, 2017. Earlier application is encouraged.

GASB STATEMENT **N**O. **83,** ***C**ERTAIN **A**SSET **R**ETIREMENT **O**BLIGATIONS*

This statement addresses accounting and financial reporting for certain asset retirement obligations (ARO), which are legally enforceable liabilities associated with the retirement of a tangible capital asset.

This statement establishes criteria for determining the timing and pattern of recognition of a liability and a corresponding deferred outflow of resources for ARO. A government that has legal obligations to perform future asset retirement activities related to its tangible capital assets should recognize a liability when it is both incurred and reasonably estimable. The measurement of an ARO is required to be based on the best estimate of the current value of outlays expected to be incurred, and a deferred outflow of resources associated with an ARO is required to be measured at the amount of the corresponding liability upon initial measurement.

This statement requires the current value of a government's AROs to be adjusted for the effects of general inflation or deflation at least annually, and a government to evaluate all relevant factors at least annually to determine whether the effects of one or more of the factors are expected to significantly change the estimated asset retirement outlays. A government should remeasure an ARO only when the result of the evaluation indicates there is a significant change in the estimated outlays. Deferred outflows of resources should be reduced and recognized as outflows of resources in a systematic and rational manner over the estimated useful life of the tangible capital asset.

If a government owns a minority interest in a jointly owned tangible asset where a nongovernmental entity is the majority owner or has operational responsibility for the jointly owned asset, the government's minority share of an ARO should be reported using the measurement produced by the nongovernmental majority owner or the nongovernmental minority owner that has operational responsibility, without adjustment to conform to the liability measurement and recognition requirements of this statement.

The statement also requires disclosures of any funding or financial assurance requirements a government has related to the performance of asset retirement activities, along with any assets restricted for the payment of the government's AROs. This statement also requires disclosure of information about the nature of a government's AROs, the methods and assumptions used for the estimates of the liabilities, and the estimated remaining useful life of the associated tangible capital assets. If an ARO (or portions thereof) has been incurred by a government but is not yet recognized because it is not reasonably estimable, the government is required to disclose that fact and the reasons therefor. This statement requires similar disclosures for a government's minority shares of AROs.

The requirements of this statement are effective for reporting periods beginning after June 15, 2018. Earlier application is encouraged.

GASB STATEMENT NO. 84, *FIDUCIARY ACTIVITIES*

This statement establishes criteria for identifying fiduciary activities of all state and local governments. The focus of the criteria generally is on (1) whether a government is controlling the assets of the fiduciary activity and (2) the beneficiaries with whom a fiduciary relationship exists. Separate criteria are included to identify fiduciary component units and postemployment benefit arrangements that are fiduciary activities.

An activity meeting the criteria should be reported in a fiduciary fund in the basic financial statements, which should present a statement of fiduciary net position and a statement of changes in fiduciary net position. This statement describes four fiduciary funds that should be reported, if applicable: (1) pension (and other employee benefit) trust funds, (2) investment trust funds, (3) private-purpose trust funds, and (4) custodial funds. Custodial funds generally should report fiduciary activities that are not held in a trust or equivalent arrangement that meets specific criteria.

A fiduciary component unit, when reported in the fiduciary fund financial statements of a primary government, should combine its information with its component units that are fiduciary component units and aggregate that combined information with the primary government's fiduciary funds.

This statement also provides for recognition of a liability to the beneficiaries in a fiduciary fund when an event has occurred that compels the government to disburse fiduciary resources, defined as when a demand for the resources has been made or when no further action, approval, or condition is required to be taken or met by the beneficiary to release the assets.

The requirements of this statement are effective for reporting periods beginning after December 15, 2018. Earlier application is encouraged.

CITY OF WAYZATA
HENNEPIN COUNTY, MINNESOTA

Special Purpose Audit Reports

Year Ended
December 31, 2016

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CITY OF WAYZATA

Special Purpose Audit Reports
Year Ended December 31, 2016

Table of Contents

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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the City Council and Management
City of Wayzata, Minnesota

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Wayzata, Minnesota (the City) as of and for the year ended December 31, 2016, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated May 4, 2017.

INTERNAL CONTROL OVER FINANCIAL REPORTING

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the City's financial statements will not be prevented, or detected and corrected, on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified. We did identify one deficiency in internal control, described in the accompanying Schedule of Findings as item 2016-001, that we consider to be a material weakness.

(continued)

Malloy, Montague, Karnowski, Radosevich & Co., P.A.
5353 Wayzata Boulevard • Suite 410 • Minneapolis, MN 55416 • Phone: 952-545-0424 • Fax: 952-545-0569 • www.mmkr.com

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards.*

City's Response to Finding

The City's response to the finding identified in our audit is described in the accompanying Schedule of Findings. The City's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this report is not suitable for any other purpose.

Malloy, Montague, Karnowski, Radosevich & Co., P.A.

Minneapolis, Minnesota
May 4, 2017

MMKR
CERTIFIED PUBLIC ACCOUNTANTS

PRINCIPALS
Thomas A. Karnowski, CPA
Paul A. Radosevich, CPA
William J. Lauer, CPA
James H. Eichten, CPA
Aaron J. Nielsen, CPA
Victoria L. Holinka, CPA/CMA

INDEPENDENT AUDITOR'S REPORT ON

MINNESOTA LEGAL COMPLIANCE

To the City Council and Management
City of Wayzata, Minnesota

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Wayzata, Minnesota (the City) as of and for the year ended December 31, 2016, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated May 4, 2017.

MINNESOTA LEGAL COMPLIANCE

The *Minnesota Legal Compliance Audit Guide for Cities*, promulgated by the State Auditor pursuant to Minnesota Statute § 6.65, contains seven categories of compliance to be tested: contracting and bidding, deposits and investments, conflicts of interest, public indebtedness, claims and disbursements, miscellaneous provisions, and tax increment financing. Our audit considered all of the listed categories.

In connection with our audit, nothing came to our attention that caused us to believe that the City failed to comply with the provisions of the *Minnesota Legal Compliance Audit Guide for Cities*. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding the City's noncompliance with the above referenced provisions.

PURPOSE OF THIS REPORT

The purpose of this report is solely to describe the scope of our testing of compliance and the results of that testing, and not to provide an opinion on compliance. Accordingly, this report is not suitable for any other purpose.

Malloy, Montague, Karnowski, Radosevich & Co., P.A.

Minneapolis, Minnesota
May 4, 2017

Malloy, Montague, Karnowski, Radosevich & Co., P.A.
5353 Wayzata Boulevard • Suite 410 • Minneapolis, MN 55416 • Phone: 952-545-0424 • Fax: 952-545-0569 • www.mmkr.com

Schedule of Findings
Year Ended December 31, 2016

FINDINGS – MATERIAL WEAKNESS IN INTERNAL CONTROL OVER FINANCIAL REPORTING

2016-001 SEGREGATION OF DUTIES

Criteria – Internal control over financial reporting.

Condition – The City of Wayzata, Minnesota (the City) has limited segregation of duties in a number of areas, including controls over cash disbursements, investments, and payroll.

Context – This is a current year and prior year finding.

Cause – The limited segregation of duties is primarily caused by the limited size of the City's business office staff.

Effect – One important element of internal accounting controls is an adequate segregation of duties such that no one individual has responsibility to execute a transaction, have physical access to the related assets, and have responsibility or authority to record the transaction. A lack of segregation of duties subjects the City to a higher risk that errors or fraud could occur and not be detected in a timely manner in the normal course of business.

Recommendation – We recommend that the City continue to segregate duties as best it can within the limits of what the City considers to be cost beneficial.

Management Response – There is no disagreement with the audit finding. The City reviews and makes improvements to its internal control structure on an ongoing basis and attempts to maximize the segregation of duties in all areas within the limits of the staff available. However, the City does not consider it cost beneficial at this time to increase the size of its staff in order to further segregate accounting functions.

City of Wayzata
City Council
Agenda Report

MEETING DATE: May 16, 2017	**AGENDA ITEM:** 8b
TITLE: Consider Resolution No. 17-2017, Approving Excess Revenue Transfers	
PROPOSED MOTION: To adopt Resolution 17-2017, Approving Excess Revenue Transfers from 2016 Operations	
PREPARED BY: Kathy Ovshak, Senior Accountant	
REVIEWED BY: Jeffrey Dahl, City Manager	

ACTION REQUESTED:
Staff recommends adoption of the attached resolution.

FINANCIAL OR BUDGET CONSIDERATION:
Approving transfers of excess funds allows the City to take advantage of a very solid financial year by building up its capital funds and funding future projects internally, rather than having to increase its debt obligation.

BACKGROUND:
Please see the attached memo from AEM summarizing the City's cash position at the end of 2016. Essentially, given the robust development projects in town along with the thriving and well-run enterprise operations, the City has $1,365,000 in excess funds to transfer into its capital improvement funds.

As a result of previous Council action, $130,000 of that amount has been allocated for Bushaway Road Landscaping and $499,000 has been allocated for the Mill Street Parking Ramp, leaving a balance of approximately $736,000 available to transfer.

At the workshop held on May 2, 2017, the Council discussed priorities for the excess funds, including: General CIP, JW Anderson Memorial Project, Parks Master Plan Project, and the Lake Effect. The attached resolution will allow for those specific transfers.

ATTACHMENTS:
1. Draft Resolution No. 17-2017, Approving Excess Fund Transfers
2. Preliminary Excess Fund Balance Memo, from Steve McDonald, AEM, April 25, 2017

CITY OF WAYZATA

RESOLUTION NO. 17-2017

RESOLUTION APPROVING EXCESS REVENUE TRANSFERS

WHEREAS, The City of Wayzata transfers excess revenues after end of the year to balance or close out fund accounts, reimburse funds from another fund, and to make operating transfers;

NOW, THEREFORE, BE IT RESOLVED that the Wayzata City Council hereby approves the following transfers:

Transfer Funds To	Amount
233 Lakefront (Lake Effect)	$ 305,500
408 General CIP	$ 305,500
404 Parks and Trails CIP	$ 75,000
408 General CIP (Police Memorial)	$ 50,000
Total	$ 736,000

Adopted by the Wayzata City Council this 16th day of May, 2017.

ATTEST:

Mayor Ken Willcox

City Manager Jeff Dahl

CERTIFICATION:
Motion for adoption:
Seconded by:
Voted in favor of:
Voted against:
Abstained:
Absent:
Resolution:

I hereby certify that the attached and foregoing is a true and correct copy of Resolution No. 17-2017 adopted by the City Council of the City of Wayzata, Minnesota, at a duly authorized meeting held on May 16, 2017.

____

Deputy City Clerk Becky Malone

SEAL

April 25, 2017

MEMORANDUM

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

Re: Preliminary excess fund balance

Background

The City fund balance policy authorizes transferring amounts deemed excess reserves in the General and Licensing Funds to certain capital funds. This fund balance policy identified the intended funds and process to transfer the excess reserves. Additionally, cash has been evaluated within the Municipal Liquor fund and had been determined to have cash available. The 2016 proposed transfers are as follows:

	2016 Transfer Calculation	2015 Transfer Calculation	2014 Transfer Calculation
General fund			
Subsequent Year General fund budget	$ 5,877,904	$ 5,729,004	$ 5,500,610
40%	2,351,162	2,291,602	2,227,747
Determine fund balance net of fund 238 (insurance reserve).	3,188,399	2,799,263	3,222,823
Transfer available	**$ 837,237**	**$ 507,661**	**$ 995,076**
Licensing			
Operating expense	$ 335,242	$ 315,002	$ 272,212
Transfers out	55,000	50,000	-
	390,242	365,002	272,212
1 month operations in reserve	8%	8%	8%
working capital needed	32,520	29,200	22,684
Current working capital (current assets less current liabilities)	212,323	134,349	218,748
Transfer available	**$ 179,803**	**$ 105,149**	**$ 196,064**
Liquor			
Operating disbursements (suppliers & employees)	$ 5,193,804	$ 4,873,245	$ 4,916,643
1 month operations in reserve	8%	8%	8%
	432,817	406,104	409,720
Transfers out to general fund	32,850	30,000	
Current debt (including interfund loan)			
Next year's bonds (p&i)	230,980	229,130	227,130
Next year's interfund (p&i)	17,415	46,605	
Current identified capital improvements	100,000	116,400	53,815
Cash needed	814,062	828,239	690,665
Cash available in Liquor	1,162,061	1,107,072	965,665
Transfer available	**$ 347,999**	**$ 278,833**	**$ 275,000**
Total preliminary excess transfer available	**$ 1,365,039**	**$ 891,643**	**$ 1,466,140**

5201 Eden Avenue, Suite 250
Edina, MN 55436
952.835.9090 | Fax 952.835.3261

A summary of the current City contributions to the Ramp Project are as follows:

Calculation of City Contribution to Ramp	
	(#401) Ramp CIP Fund
Beginning fund balance in fund 401	$ 459,443
2015 Transfers	511,500
Contributions as of 12/31/2015	970,943
2016 Transfers previously approved	
General CIP (#408)	300,000
TIF Districts (#314 & #316)	242,000
Library/Comm Fund (#437)	150,000
CARD TIF (#440)	285,000
Water (#610)	300,000
2016 Transfers prior to year end	1,035,000
Excess General fund transfer preliminary allocated to the Ramp	499,000
Total City contribution to Ramp	$ 2,504,943
Planned Issuer Equity Contribution	$ 2,370,000
Contribution in excess of planned (represents existing fund balance prior to establishing ramp activity)	$ 134,943

As noted above, the City has contributed amounts in excess of the initial planned contribution and that excess represents the original fund balance when the fund was identified as Internally Financed Capital Projects.

A summary of the prior 2 years transfers are listed below.

Fund	2016 total excess transfer	2015 total excess transfer approved	2014 total excess transfer approved
Lakefront	$ -	$ -	$ 327,000
Parks and Trails	130,000	20,000	240,000
Cell Tower	-	200,000	129,140
General CIP	-	-	385,000
Equipment	-	-	-
Streets	-	-	312,000
Ramp	499,000	511,500	
Total	1,365,039	$ 731,500	$ 1,393,140
	Portion paid down interfund loan	Portion paid down interfund loan	Portion paid down interfund loan
Lakefront	$ -	$ -	$ 73,000
Internally financed CIP	-	158,500	
Licensing	-	-	73,000
	$ -	$ 158,500	$ 146,000

Council has considered current priorities in order to make the transfer decisions. The transfers in 2014 were based mainly on future costs projected in the CIP. The transfers in 2015 were based on the existing priorities around the Monopole and the Ramp projects. The 2016 column identifies a potential transfer of $736,039 but it isn't allocated to any particular fund since that will be council decision. Further data around the CIP funds are shown below.

	Fund	Fund Balance 12/31/16	Next 5 Year Projected Cash Receipts	Next 5 Year Projected Disbursements	Projected Cash 12/31/2021
Funds identified in fund balance policy					
233	Lakefront	$ 360,547	$ 1,019,608	1,242,600	$ 137,555
404	Parks and Trails	1,078,333	201,011	953,765	325,579
408	General CIP	1,000,306	992,916	2,272,602	(279,380)
409	Equipment	1,545,549	3,246,006	3,665,014	1,126,541
430	Streets	1,453,390	3,501,770	3,679,600	1,275,559
		5,438,124	8,961,310	11,813,581	2,585,853
Other identified city costs or projects without identified funding					
407	Cell Tower	421,113	215,180	567,200	69,093
610	Water total activity	2,498,864	4,697,503	6,633,387	562,980
620	Sewer total activity	701,153	5,373,262	6,006,264	68,151
4xx	Mill Street Roof	150,000	-	1,180,000	(1,030,000)
	Total	$ 9,209,254	$ 19,247,255	$ 26,200,432	$ 2,256,077

The table above groups funds by those identified in the existing fund balance policy and other identified funds that have a potential cash need. Many of these funds show projected expenditures greater than projected receipt. The following highlights some background for selected funds:

- The Parks and Trails fund has limited revenue sources outside of the occasional excess funds transfer.
- The General CIP is projected to have a large deficit and should warrant strong consideration in the allocation of the excess transfer.
- The Cell Tower fund is programed to adequately cover project costs so no further funding is necessary.
- The Water and Sewer funds are shown because they have large decreases over the 5 year period but typically haven't been funded with excess transfer funds since they are funded with user charges.
- The Mill Street Roof fund only identifies the anticipated cost of the roof. Since it hasn't been approved by council, no funds have been allocated to it.

Council could consider the CIP needs as a first step to determine priority for transferring the excess but could consider other options; for example, there may be other projects anticipated that do not meet the criteria to be reflected in the CIP. We recommend that Council discuss and then approve the amount of excess fund balance transfer and the specific funds.

City of Wayzata
City Council
Agenda Report

MEETING DATE: May 16, 2017	**AGENDA ITEM:** 8c
TITLE: Update on Fishing Restriction in Marina	
PROPOSED MOTION: To Consider Fishing Restrictions within the Wayzata Marina	
PREPARED BY: Mike Kelly, City Engineer/Asst. Director of Public Works	
REVIEWED BY: Jeffrey Dahl, City Manager	

ACTION REQUESTED:
To consider fishing restrictions within the Wayzata marina.

FINANCIAL OR BUDGET CONSIDERATION:
Not Applicable

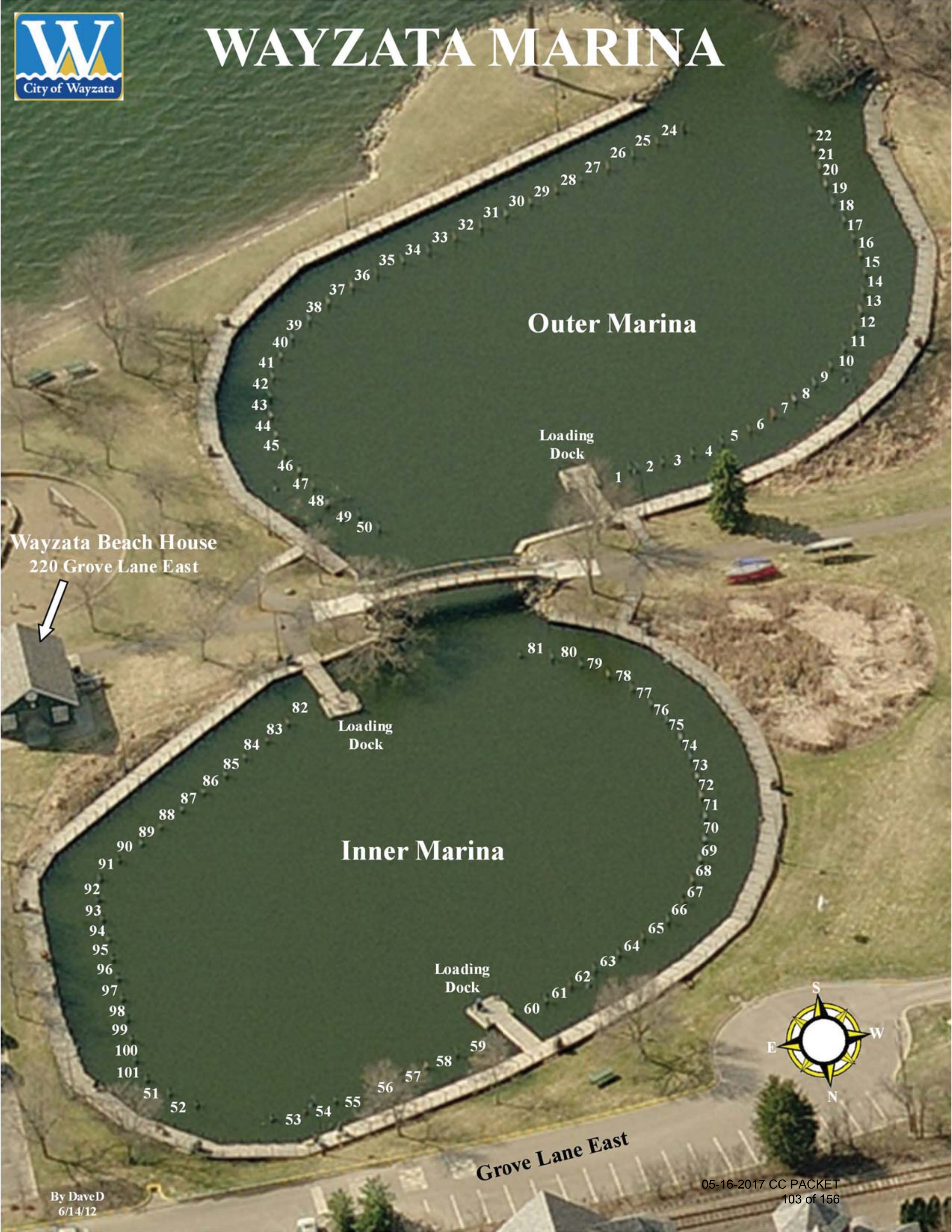
BACKGROUND:
At the April 18 City Council meeting a resident voiced a concern about local fishermen fishing between the boats at the Wayzata marina. The concern is related to hooks being found in boat covers and the possibility of lines getting tangled in propellers.

Staff has reviewed the resident's concern and suggests that the Council consider restricting fishing to the three (3) loading docks within the marina. Two of these loading docks are located within the inner marina and one dock is located in the outer marina. An aerial photo, depicting the location of the loading docks in the marina, is attached for your review.

Note: Chapter 309 of the City Code may require amendment to appropriately define any suggested changes to fishing allowances/prohibitions.

Based upon Council discussion, an appropriate next step would be to direct staff to make draft ordinance amendments for the June 6 meeting.

ATTACHMENTS:
1. Aerial Photo of Marina
2. City Code Chapter 309
3. Photos


City of Wayzata
WAYZATA MARINA
Outer Marina
Inner Marina
Loading Dock
Loading Dock
Loading Dock
Wayzata Beach House
220 Grove Lane East
Grove Lane East
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By DaveD
6/14/12

CHAPTER 309

USE OF PUBLIC PARKS

309.01. **Hours of Closing**. All public parks shall be closed between the hours of 10:30 P.M. and 5:00 A.M. of the following day. During said hours no person shall frequent, congregate, enter or remain within any public park.

309.02. **Liquor Prohibited**. No person shall consume or have in his or her possession within any public park any intoxicating liquor or any beer, as such terms are defined in Section 205.01 hereof.

309.03. **Location of Public Parks**. The following locations within the City of Wayzata are hereby designated public parks and subject to the provisions of this Chapter:

a. Wayzata Municipal Beach and Marina.

b. Bell Courts.

c. Klapprich Field.

d. Wayzata Depot and adjacent land and docks.

(Ord. 410 [4-20-1982]; Ord. 422 [8-16-1983])

309.04. **Motorized Vehicles**. No motorized vehicles shall be driven or parked in any public park except upon the designated roadways or parking areas within such parks.

(Ord. 422 [8-16-1983])

309.05. **Municipal Boat Dock, Charter Boats**. (*Repealed by Ord. 592 [5-29-1997]*)

309.06. **Fishing From Docks**. Fishing from public docks shall be regulated as follows:

a. Fishing shall be allowed on the Wayzata Depot docks from 5:00 A.M. to 10:30 P.M. daily, with the exception hat fishing shall be prohibited on the easterly extension (new dock) from 10 A.M. to 8 P.M., on Saturdays, Sundays and holidays.

b. Fishing shall be allowed on the Broadway Dock (Sunsets) from 5:00 A.M. to 10 A.M. daily.

(*Ord. 583 [07-17-1996]*)

City of Wayzata
City Council
Agenda Report

MEETING DATE: May 16, 2017	**AGENDA ITEM:** 8d
TITLE: Award Bid for 2017 Street Improvement Project	
PROPOSED MOTION: To Award Bid, including Alternate 1, to Low Bidder, Valley Paving, Inc., in the amount of $377,978.42.	
PREPARED BY: Mike Kelly, City Engineer/Asst. Director of Public Works	
REVIEWED BY: Jeffrey Dahl, City Manager	

ACTION REQUESTED:
To award the low bid, including Alternate 1, to Valley Paving, Inc. for the 2017 Street Improvement project.

FINANCIAL OR BUDGET CONSIDERATION:
This project is proposed to be funded through the use of the Street Capital Improvement Program (CIP). The CIP currently has $835,000 programmed for 2017 street projects (note that this project does not yet include Circle Drive E). Additionally, Edina Realty has verbally agreed to cover the costs of the alternate work. A formal cost participation agreement will be drafted to formalize this agreement.

BACKGROUND:
On Thursday, May 4, 2017, the Public Works Department received seven (7) bids for the 2017 Street Improvement project. A summary of the base bids can be found below.

	BASE BID	ALTERNATE	TOTAL
Valley Paving, Inc.	$ 364,220.07	$ 13,758.35	$ 377,978.42
Northwest Asphalt	$ 361,694.25	$ 16,451.00	$ 378,145.25
GMH Asphalt Corp.	$ 370,488.70	$ 13,733.00	$ 384,261.70
Park Construction Company	$ 384,748.90	$ 12,886.50	$ 397,635.40
Hardrives, Inc.	$ 391,567.56	$ 16,094.90	$ 407,662.46
Omann Contracting Companies, Inc.	$ 409,919.62	$ 17,671.50	$ 427,591.12
Bituminous Roadways, Inc.	$ 418,544.80	$ 15,066.00	$ 433,610.80
Engineer's Estimate	*$ 472,650.00*	*$ 11,690.00*	*$ 484,340.00*

The project includes following streets for rehabilitation as part of City street project STR-2017-01:

Full Reconstruction

- Glenbrook Road (with concrete curb and gutter)

Mill & Overlay

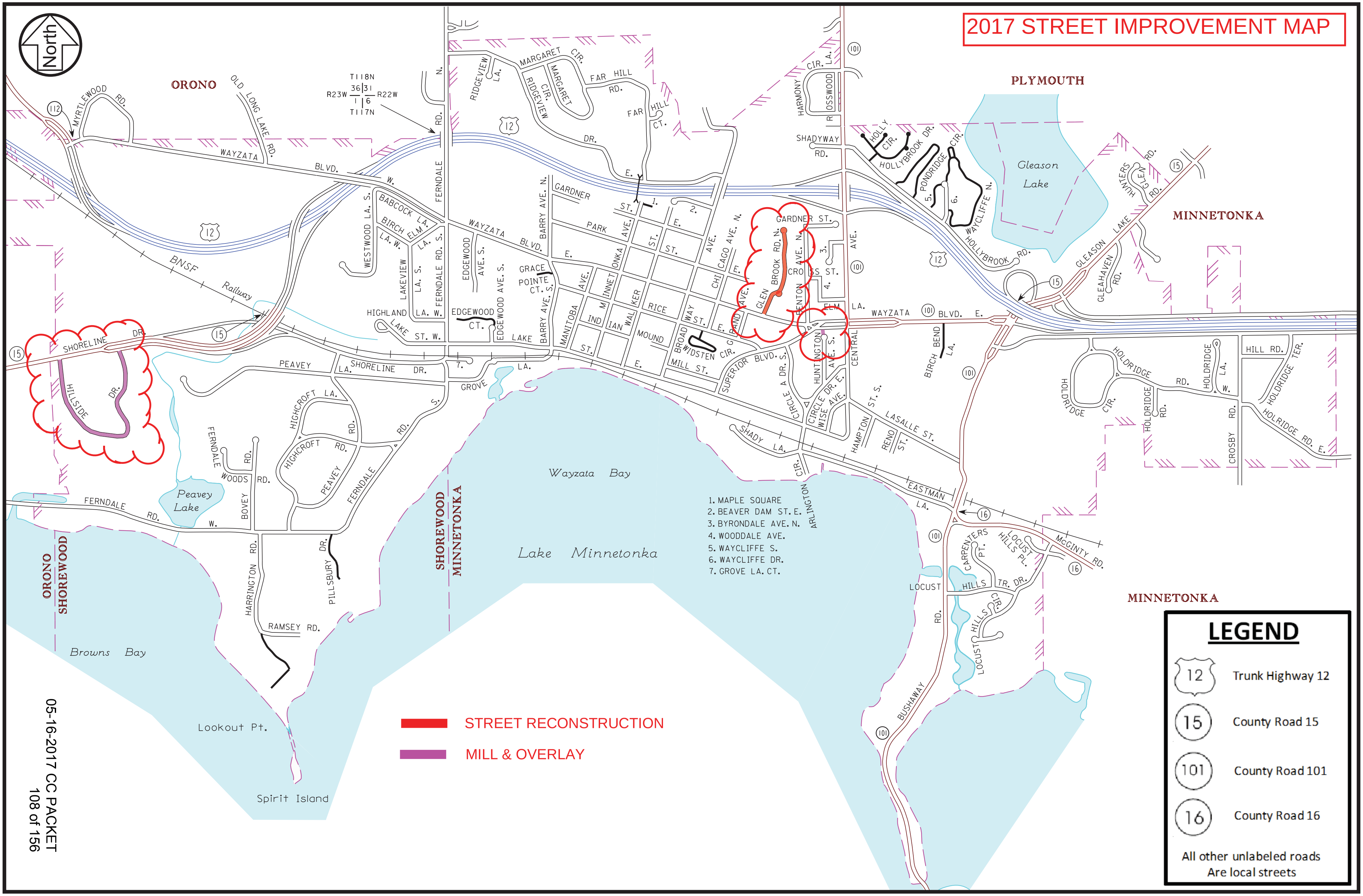
- Hillside Drive
- Huntington Ave. S. (Next to Edina Realty and Eurosport)

The project is proposed to start the week of July 10, 2017, with a completion date of September 29, 2017.

ATTACHMENTS:

1. Location Map
2. Bid Tabulation

2017 STREET IMPROVEMENT MAP



City Project Number: STR-2017-01
WSB Project Number: 01204-530
City of Wayzata - 2017 STREET IMPROVEMENT PROJECT

LINE NO.	ITEM NO.	ITEM DESCRIPTION	UNIT	TOTAL QUANTITY	ENGINEER'S ESTIMATE UNIT COST	ENGINEER'S ESTIMATE ESTIMATED COST	VALLEY PAVING, INC. UNIT PRICE	VALLEY PAVING, INC. TOTAL PRICE	NORTHWEST ASPHALT, INC. UNIT PRICE	NORTHWEST ASPHALT, INC. TOTAL PRICE	GMH ASPHALT CORP. UNIT PRICE	GMH ASPHALT CORP. TOTAL PRICE
SCHEDULE A - STREET & GENERAL												
1	2021.501	MOBILIZATION	LUMP SUM	1.0	$20,800.00	$20,800.00	$14,000.00	$14,000.00	$30,750.00	$30,750.00	$17,800.00	$17,800.00
2	2104.501	REMOVE CURB AND GUTTER	LIN FT	20	$5.00	$100.00	$19.14	$382.80	$9.00	$180.00	$12.00	$240.00
3	2104.501	REMOVE & REPLACE CURB AND GUTTER	LIN FT	50	$35.00	$1,750.00	$56.88	$2,844.00	$37.55	$1,877.50	$42.12	$2,106.00
4	2104.503	REMOVE CONCRETE WALK	SF	900	$8.00	$7,200.00	$0.94	$846.00	$1.75	$1,575.00	$1.00	$900.00
5	2104.505	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ YD	95	$16.00	$1,520.00	$11.56	$1,098.20	$4.00	$380.00	$15.00	$1,425.00
6	2104.505	REMOVE BITUMINOUS PAVEMENT	SQ YD	5700	$4.00	$22,800.00	$3.00	$17,100.00	$2.00	$11,400.00	$2.00	$11,400.00
7	2104.511	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	145	$6.00	$870.00	$5.05	$732.25	$4.50	$652.50	$5.50	$797.50
8	2104.513	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	820	$3.50	$2,870.00	$3.37	$2,763.40	$2.00	$1,640.00	$2.50	$2,050.00
9	2104.521	SALVAGE WOODEN FENCE	LIN FT	30	$16.00	$480.00	$26.00	$780.00	$6.00	$180.00	$5.80	$174.00
10	2104.523	SALVAGE HYDRANT	EACH	1	$500.00	$500.00	$1,000.00	$1,000.00	$500.00	$500.00	$1,583.00	$1,583.00
11	2104.523	SALVAGE AND REINSTALL SIGN	EACH	7	$200.00	$1,400.00	$104.00	$728.00	$100.00	$700.00	$106.00	$742.00
12	2104.602	SALVAGE AND REINSTALL MAIL BOX	EACH	2	$75.00	$150.00	$130.00	$260.00	$50.00	$100.00	$158.00	$316.00
13	2104.618	SALVAGE AND REINSTALL BRICK PAVERS	SQ FT	575	$50.00	$28,750.00	$15.28	$8,786.00	$15.00	$8,625.00	$19.00	$10,925.00
14	2105.507	SUBGRADE EXCAVATION (EV)	CU YD	20	$25.00	$500.00	$76.42	$1,528.40	$28.00	$560.00	$50.00	$1,000.00
15	2105.522	SELECT GRANULAR BORROW (CV)	CU YD	150	$25.00	$3,750.00	$0.01	$1.50	$16.30	$2,445.00	$10.00	$1,500.00
16	2105.604	GEOTEXTILE FABRIC TYPE V	SQ YD	100	$2.00	$200.00	$4.64	$464.00	$2.50	$250.00	$3.00	$300.00
17	2112.501	SUBGRADE PREPARATION	ROAD STA	42	$250.00	$10,500.00	$176.60	$7,417.20	$350.00	$14,700.00	$350.00	$14,700.00
18	2211.501	AGGREGATE BASE CLASS 5	TON	225	$25.00	$5,625.00	$16.97	$3,818.25	$16.00	$3,600.00	$0.01	$2.25
19	2232.501	MILL BITUMINOUS SURFACE	SQ YD	6800	$3.00	$20,400.00	$1.24	$8,432.00	$0.95	$6,460.00	$2.00	$13,600.00
20	2232.603	JOINT ADHESIVE	LIN FT	2560	$0.75	$1,920.00	$0.62	$1,587.20	$0.60	$1,536.00	$0.63	$1,612.80
21	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	875	$4.00	$3,500.00	$1.29	$1,128.75	$2.60	$2,275.00	$3.00	$2,625.00
22	2360.501	TYPE SP 12.5 WEARING COURSE MIXTURE (2,C)	TON	1200	$65.00	$78,000.00	$69.31	$83,172.00	$65.22	$78,264.00	$64.90	$77,880.00
23	2360.502	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,C)	TON	1400	$65.00	$91,000.00	$64.06	$89,684.00	$60.37	$84,518.00	$60.30	$84,420.00
24	2360.502	TYPE SP 12.5 \WEARING COURSE MIXTURE (2,C) (3")	SQ YD	280	$75.00	$21,000.00	$20.08	$5,622.40	$16.25	$4,550.00	$29.10	$8,148.00
25	2503.602	CHIMNEY SEALS	EACH	7	$300.00	$2,100.00	$164.37	$1,150.59	$250.00	$1,750.00	$153.00	$1,071.00
26	2504.602	ADJUST VALVE BOX-WATER	EACH	2	$250.00	$500.00	$312.83	$625.66	$385.00	$770.00	$250.00	$500.00
27	2504.602	REPAIR VALVE BOX-WATER	EACH	1	$350.00	$350.00	$460.79	$460.79	$950.00	$950.00	$250.00	$250.00
28	2506.516	CASTING ASSEMBLY (SANITARY)	EACH	7	$500.00	$3,500.00	$334.62	$2,342.34	$450.00	$3,150.00	$300.00	$2,100.00
29	2506.522	ADJUST FRAME & RING CASTING (SANITARY)	EACH	7	$600.00	$4,200.00	$556.09	$3,892.63	$400.00	$2,800.00	$495.00	$3,465.00
30	2521.501	4" CONCRETE WALK	SF	900	$5.00	$4,500.00	$6.83	$6,147.00	$4.65	$4,185.00	$4.90	$4,410.00
31	2535.501	CONCRETE CURB &GUTTER DESIGN B412	LIN FT	2560	$12.00	$30,720.00	$11.06	$28,313.60	$10.65	$27,264.00	$11.25	$28,800.00
32	2531.507	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	95	$50.00	$4,750.00	$61.14	$5,808.30	$67.65	$6,426.75	$65.05	$6,179.75
33	2535.501	6" BITUMINOUS CURB	LIN FT	200	$8.00	$1,600.00	$10.03	$2,006.00	$8.50	$1,700.00	$12.00	$2,400.00
34	2557.603	INSTALL SALVAGED WOODEN FENCE	LIN FT	30	$35.00	$1,050.00	$46.08	$1,382.40	$8.00	$240.00	$8.45	$253.50
35	2563.601	TRAFFIC CONTROL	LUMP SUM	1	$20,000.00	$20,000.00	$1,872.00	$1,872.00	$1,800.00	$1,800.00	$1,925.00	$1,925.00
36	2564.531	SIGN PANELS TYPE C	SQ FT	13	$75.00	$975.00	$26.00	$338.00	$25.00	$325.00	$26.40	$343.20
37	2564.602	SIGN POST SUPPORT	EACH	3	$150.00	$450.00	$45.24	$135.72	$43.50	$130.50	$45.90	$137.70
38	2573.502	SILT FENCE, MACHINE SLICED	LIN FT	1250	$7.50	$9,375.00	$2.08	$2,600.00	$2.00	$2,500.00	$2.11	$2,637.50
39	2573.530	STORM DRAIN INLET PROTECTION	EACH	15	$250.00	$3,750.00	$75.76	$1,136.40	$125.00	$1,875.00	$111.00	$1,665.00
40	2573.540	FILTER LOG TYPE STRAW BIOROLL	LIN FT	1820	$5.00	$9,100.00	$2.96	$5,387.20	$3.00	$5,460.00	$3.00	$5,460.00
41	2573.602	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	1	$750.00	$750.00	$1,008.36	$1,008.36	$1,200.00	$1,200.00	$500.00	$500.00
42	2575.505	SODDING, TYPE LAWN (Incl topsoil & fert.)	SQ YD	2000	$10.00	$20,000.00	$9.33	$18,660.00	$9.00	$18,000.00	$9.47	$18,940.00
43	2582.901	PERMANENT PAVEMENT MARKINGS	LUMP SUM	1	$500.00	$500.00	$3,036.80	$3,036.80	$3,000.00	$3,000.00	$5,240.00	$5,240.00
44	2700	STRUCTURE MARKER SIGNS	EACH	5	$85.00	$425.00	$104.00	$520.00	$50.00	$250.00	$37.00	$185.00
	SUBTOTAL SCHEDULE A STREET & GENERAL					**$444,180.00**		**$341,000.14**		**$341,494.25**		**$342,709.20**
SCHEDULE B - STORM SEWER												
45	2021.501	MOBILIZATION	LUMP SUM	1.0	$1,470.00	$1,470.00	$0.01	$0.01	$2,000.00	$2,000.00	$7,913.00	$7,913.00
46	2104.501	REMOVE SEWER PIPE (STORM)	LIN FT	50	$10.00	$500.00	$14.19	$709.50	$15.00	$750.00	$21.10	$1,055.00
47	2104.509	REMOVE DRAINAGE STRUCTURE	EACH	3	$500.00	$1,500.00	$446.39	$1,339.17	$500.00	$1,500.00	$370.00	$1,110.00
48	2506.502	INSTALL STRUCTURE	EACH	1	$1,000.00	$1,000.00	$2,768.64	$2,768.64	$1,000.00	$1,000.00	$1,055.00	$1,055.00
49	2451.609	GRANULAR FOUNDATION AND/OR BEDDING	TON	50	$50.00	$2,500.00	$50.00	$2,500.00	$25.00	$1,250.00	$15.85	$792.50
50	2503.541	15" RC PIPE SEWER DESIGN 3006 CLASS V	LIN FT	20	$60.00	$1,200.00	$75.69	$1,513.80	$75.00	$1,500.00	$52.75	$1,055.00
51	2503.602	CONNECT TO EXISTING STORM SEWER	EACH	5	$1,000.00	$5,000.00	$572.83	$2,864.15	$1,000.00	$5,000.00	$1,609.00	$8,045.00
52	2506.501	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	LIN FT	13	$900.00	$11,700.00	$603.14	$7,840.82	$400.00	$5,200.00	$258.00	$3,354.00
53	2506.516	CASTING ASSEMBLY (CATCH BASIN)	EACH	4	$900.00	$3,600.00	$920.96	$3,683.84	$500.00	$2,000.00	$850.00	$3,400.00
	SUBTOTAL SCHEDULE B STORM SEWER					**$28,470.00**		**$23,219.93**		**$20,200.00**		**$27,779.50**
	GRAND TOTAL SCHEDULE A + B					**$472,650.00**		**$364,220.07**		**$361,694.25**		**$370,488.70**
ALTERNATE 1												
1	2573.540	FILTER LOG TYPE STRAW BIOROLL	LIN FT	500	$5.00	$2,500.00	$3.02	$1,510.00	$3.00	$1,500.00	$3.06	$1,530.00
2	2232.501	MILL BITUMINOUS SURFACE	SQ YD	700	$3.00	$2,100.00	$2.64	$1,848.00	$6.00	$4,200.00	$3.50	$2,450.00
3	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	35	$4.00	$140.00	$1.29	$45.15	$2.60	$91.00	$5.00	$175.00
4	2360.501	TYPE SP 12.5 WEARING COURSE MIXTURE (2,C)	TON	80	$65.00	$5,200.00	$93.89	$7,511.20	$108.25	$8,660.00	$93.90	$7,512.00
5	2104.501	REMOVE & REPLACE CONCRETE CURB AND GUTTER	LIN FT	50	$35.00	$1,750.00	$56.88	$2,844.00	$40.00	$2,000.00	$42.12	$2,106.00
	SUBTOTAL ALTERNATE 1					**$11,690.00**		**$13,758.35**		**$16,451.00**		**$13,773.00**
					GRAND TOTAL BID	**$484,340.00**		**$377,978.42**		**$378,145.25**		**$384,261.70**

					PARK CONSTRUCTION COMPANY		HARDRIVES, INC		OMANN CONTRACTING COMPANIES,INC		BITUMINOUS ROADWAYS	
LINE NO.	ITEM NO.	ITEM DESCRIPTION	UNIT	TOTAL QUANTITY	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
SCHEDULE A - STREET & GENERAL												
1	2021.501	MOBILIZATION	LUMP SUM	1.0	$23,400.00	$23,400.00	$21,299.03	$21,299.03	$15,825.00	$15,825.00	$13,000.00	$13,000.00
2	2104.501	REMOVE CURB AND GUTTER	LIN FT	20	$13.10	$262.00	$6.03	$120.60	$13.32	$266.40	$19.20	$384.00
3	2104.501	REMOVE & REPLACE CURB AND GUTTER	LIN FT	50	$43.00	$2,150.00	$42.30	$2,115.00	$63.89	$3,194.50	$55.50	$2,775.00
4	2104.503	REMOVE CONCRETE WALK	SF	900	$1.00	$900.00	$1.40	$1,260.00	$1.00	$900.00	$1.40	$1,260.00
5	2104.505	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ YD	95	$11.50	$1,092.50	$2.32	$220.40	$10.00	$950.00	$10.20	$969.00
6	2104.505	REMOVE BITUMINOUS PAVEMENT	SQ YD	5700	$2.25	$12,825.00	$2.59	$14,763.00	$4.30	$24,510.00	$4.50	$25,650.00
7	2104.511	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	145	$4.30	$623.50	$4.36	$632.20	$3.50	$507.50	$5.60	$812.00
8	2104.513	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	820	$1.80	$1,476.00	$1.79	$1,467.80	$2.50	$2,050.00	$2.30	$1,886.00
9	2104.521	SALVAGE WOODEN FENCE	LIN FT	30	$5.60	$168.00	$13.10	$393.00	$10.32	$309.60	$10.40	$312.00
10	2104.523	SALVAGE HYDRANT	EACH	1	$863.00	$863.00	$871.78	$871.78	$877.20	$877.20	$895.00	$895.00
11	2104.523	SALVAGE AND REINSTALL SIGN	EACH	7	$102.00	$714.00	$102.56	$717.92	$129.00	$903.00	$105.00	$735.00
12	2104.602	SALVAGE AND REINSTALL MAIL BOX	EACH	2	$203.00	$406.00	$128.20	$256.40	$108.00	$216.00	$208.00	$416.00
13	2104.618	SALVAGE AND REINSTALL BRICK PAVERS	SQ FT	575	$14.90	$8,567.50	$1.82	$1,046.50	$12.38	$7,118.50	$7.20	$4,140.00
14	2105.507	SUBGRADE EXCAVATION (EV)	CU YD	20	$28.60	$572.00	$22.76	$455.20	$54.25	$1,085.00	$59.20	$1,184.00
15	2105.522	SELECT GRANULAR BORROW (CV)	CU YD	150	$38.40	$5,760.00	$32.44	$4,866.00	$32.33	$4,849.50	$44.90	$6,735.00
16	2105.604	GEOTEXTILE FABRIC TYPE V	SQ YD	100	$1.40	$140.00	$5.77	$577.00	$2.00	$200.00	$3.50	$350.00
17	2112.501	SUBGRADE PREPARATION	ROAD STA	42	$158.00	$6,636.00	$245.19	$10,297.98	$275.00	$11,550.00	$221.00	$9,282.00
18	2211.501	AGGREGATE BASE CLASS 5	TON	225	$24.00	$5,400.00	$23.61	$5,312.25	$21.00	$4,725.00	$20.50	$4,612.50
19	2232.501	MILL BITUMINOUS SURFACE	SQ YD	6800	$1.95	$13,260.00	$1.84	$12,512.00	$1.90	$12,920.00	$2.30	$15,640.00
20	2232.603	JOINT ADHESIVE	LIN FT	2560	$0.61	$1,561.60	$0.62	$1,587.20	$0.62	$1,587.20	$0.80	$2,048.00
21	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	875	$1.70	$1,487.50	$1.92	$1,680.00	$2.50	$2,187.50	$3.00	$2,625.00
22	2360.501	TYPE SP 12.5 WEARING COURSE MIXTURE (2,C)	TON	1200	$67.00	$80,400.00	$69.77	$83,724.00	$67.50	$81,000.00	$70.00	$84,000.00
23	2360.502	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,C)	TON	1400	$62.00	$86,800.00	$63.62	$89,068.00	$64.60	$90,440.00	$63.00	$88,200.00
24	2360.502	TYPE SP 12.5 \WEARING COURSE MIXTURE (2,C) (3")	SQ YD	280	$22.80	$6,384.00	$35.69	$9,993.20	$38.90	$10,892.00	$23.00	$6,440.00
25	2503.602	CHIMNEY SEALS	EACH	7	$236.00	$1,652.00	$160.22	$1,121.54	$260.00	$1,820.00	$245.00	$1,715.00
26	2504.602	ADJUST VALVE BOX-WATER	EACH	2	$360.00	$720.00	$125.97	$251.94	$350.00	$700.00	$250.00	$500.00
27	2504.602	REPAIR VALVE BOX-WATER	EACH	1	$878.00	$878.00	$221.65	$221.65	$800.00	$800.00	$625.00	$625.00
28	2506.516	CASTING ASSEMBLY (SANITARY)	EACH	7	$843.00	$5,901.00	$296.94	$2,078.58	$750.00	$5,250.00	$850.00	$5,950.00
29	2506.522	ADJUST FRAME & RING CASTING (SANITARY)	EACH	7	$685.00	$4,795.00	$331.12	$2,317.84	$418.00	$2,926.00	$475.00	$3,325.00
30	2521.501	4" CONCRETE WALK	SF	900	$5.30	$4,770.00	$4.97	$4,473.00	$6.71	$6,039.00	$5.80	$5,220.00
31	2535.501	CONCRETE CURB &GUTTER DESIGN B412	LIN FT	2560	$13.80	$35,328.00	$13.96	$35,737.60	$11.87	$30,387.20	$15.40	$39,424.00
32	2531.507	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	95	$70.80	$6,726.00	$63.08	$5,992.60	$61.06	$5,800.70	$61.40	$5,833.00
33	2535.501	6" BITUMINOUS CURB	LIN FT	200	$9.85	$1,970.00	$14.26	$2,852.00	$9.90	$1,980.00	$13.70	$2,740.00
34	2557.603	INSTALL SALVAGED WOODEN FENCE	LIN FT	30	$8.10	$243.00	$22.08	$662.40	$20.64	$619.20	$20.80	$624.00
35	2563.601	TRAFFIC CONTROL	LUMP SUM	1	$1,830.00	$1,830.00	$1,743.57	$1,743.57	$4,150.00	$4,150.00	$2,000.00	$2,000.00
36	2564.531	SIGN PANELS TYPE C	SQ FT	13	$25.40	$330.20	$25.64	$333.32	$41.28	$536.64	$26.30	$341.90
37	2564.602	SIGN POST SUPPORT	EACH	3	$44.20	$132.60	$44.61	$133.83	$82.56	$247.68	$45.80	$137.40
38	2573.502	SILT FENCE, MACHINE SLICED	LIN FT	1250	$2.05	$2,562.50	$2.72	$3,400.00	$1.81	$2,262.50	$2.80	$3,500.00
39	2573.530	STORM DRAIN INLET PROTECTION	EACH	15	$107.00	$1,605.00	$102.56	$1,538.40	$125.00	$1,875.00	$180.00	$2,700.00
40	2573.540	FILTER LOG TYPE STRAW BIOROLL	LIN FT	1820	$2.90	$5,278.00	$3.33	$6,060.60	$2.84	$5,168.80	$3.40	$6,188.00
41	2573.602	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	1	$529.00	$529.00	$1,421.69	$1,421.69	$750.00	$750.00	$2,000.00	$2,000.00
42	2575.505	SODDING, TYPE LAWN (Incl topsoil & fert.)	SQ YD	2000	$9.10	$18,200.00	$13.38	$26,760.00	$15.48	$30,960.00	$15.00	$30,000.00
43	2582.901	PERMANENT PAVEMENT MARKINGS	LUMP SUM	1	$2,960.00	$2,960.00	$2,994.84	$2,994.84	$550.00	$550.00	$3,000.00	$3,000.00
44	2700	STRUCTURE MARKER SIGNS	EACH	5	$40.60	$203.00	$51.28	$256.40	$250.00	$1,250.00	$100.00	$500.00
	SUBTOTAL SCHEDULE A STREET & GENERAL					**$358,461.90**		**$365,588.26**		**$383,136.62**		**$390,673.80**

SCHEDULE B - STORM SEWER

45	2021.501	MOBILIZATION	LUMP SUM	1.0	$1,830.00	$1,830.00	$1,846.13	$1,846.13	$2,500.00	$2,500.00	$3,200.00	$3,200.00
46	2104.501	REMOVE SEWER PIPE (STORM)	LIN FT	50	$10.20	$510.00	$10.26	$513.00	$10.32	$516.00	$10.50	$525.00
47	2104.509	REMOVE DRAINAGE STRUCTURE	EACH	3	$599.00	$1,797.00	$605.12	$1,815.36	$608.88	$1,826.64	$621.00	$1,863.00
48	2506.502	INSTALL STRUCTURE	EACH	1	$1,980.00	$1,980.00	$1,999.97	$1,999.97	$2,012.40	$2,012.40	$2,000.00	$2,000.00
49	2451.609	GRANULAR FOUNDATION AND/OR BEDDING	TON	50	$25.40	$1,270.00	$25.64	$1,282.00	$25.80	$1,290.00	$26.30	$1,315.00
50	2503.541	15" RC PIPE SEWER DESIGN 3006 CLASS V	LIN FT	20	$54.80	$1,096.00	$55.38	$1,107.60	$55.73	$1,114.60	$56.90	$1,138.00
51	2503.602	CONNECT TO EXISTING STORM SEWER	EACH	5	$812.00	$4,060.00	$820.50	$4,102.50	$825.60	$4,128.00	$850.00	$4,250.00
52	2506.501	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	LIN FT	13	$832.00	$10,816.00	$841.02	$10,933.26	$846.24	$11,001.12	$860.00	$11,180.00
53	2506.516	CASTING ASSEMBLY (CATCH BASIN)	EACH	4	$732.00	$2,928.00	$594.87	$2,379.48	$598.56	$2,394.24	$600.00	$2,400.00
	SUBTOTAL SCHEDULE B STORM SEWER					**$26,287.00**		**$25,979.30**		**$26,783.00**		**$27,871.00**
	GRAND TOTAL SCHEDULE A + B					**$384,748.90**		**$391,567.56**		**$409,919.62**		**$418,544.80**

ALTERNATE 1

1	2573.540	FILTER LOG TYPE STRAW BIOROLL	LIN FT	500	$2.95	$1,475.00	$3.33	$1,665.00	$2.75	$1,375.00	$3.40	$1,700.00
2	2232.501	MILL BITUMINOUS SURFACE	SQ YD	700	$2.70	$1,890.00	$5.00	$3,500.00	$6.40	$4,480.00	$4.70	$3,290.00
3	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	35	$1.70	$59.50	$1.50	$52.50	$5.00	$175.00	$3.60	$126.00
4	2360.501	TYPE SP 12.5 WEARING COURSE MIXTURE (2,C)	TON	80	$91.40	$7,312.00	$109.53	$8,762.40	$99.95	$7,996.00	$90.00	$7,200.00
5	2104.501	REMOVE & REPLACE CONCRETE CURB AND GUTTER	LIN FT	50	$43.00	$2,150.00	$42.30	$2,115.00	$72.91	$3,645.50	$55.00	$2,750.00
	SUBTOTAL ALTERNATE 1					**$12,886.50**		**$16,094.90**		**$17,671.50**		**$15,066.00**
						$397,635.40		**$407,662.46**		**$427,591.12**		**$433,610.80**

Certified By: Mike Kelly
License No. 40952
Date: 05/04/2017

City of Wayzata
City Council
Agenda Report

MEETING DATE: May 16, 2017	**AGENDA ITEM:** 8e
TITLE: Consider Ordinance No. 772 amending Chapter 710 and Section 801.36 of the City Code pertaining to tree regulations	
PROPOSED MOTION: Adopt the first reading of Ordinance No. 772	
PREPARED BY: Jeff Thomson, Director of Planning and Building	
REVIEWED BY: Jeffrey Dahl, City Manager	

ACTION REQUESTED:
City staff recommends approval of Ordinance No. 772

FINANCIAL OR BUDGET CONSIDERATION:
The ordinance does not have any impact on the City budget.

BACKGROUND:
In 2016, the City Council amended two City Code chapters related to the City's tree regulations. The ordinances included (1) a new section of the zoning ordinance pertaining to tree preservation, and (2) an amendment to the existing City Code as it relates to the City Forester and safety of trees on public and private property. After the City Council adopted the new ordinances, the Planning Commission expressed concerns about how the ordinance would apply to existing properties. The current ordinance would not restrict property owners from removing trees on their property if they are not proposing any type of development, construction, or grading. The Planning Commission was concerned that a developer could purchase a property, remove trees prior to submitting a development application, and subsequently apply for a development application when the tree removal had already been completed. In this case, the trees already removed would not be subject to the tree preservation requirements.

The Planning Commission passed a motion to ask the City Council to revisit the permit requirements for removal of trees by property owners even if they are not proposing any type of development or construction. The Planning Commission motion asked the Council to consider alternatives for triggering tree removal requirement, including setting thresholds (e.g., removal of more than 25% of the trees on a property requires a permit), establishing a "look back" clause, or applying the ordinance to everyone, not just developers.

The City Council held a workshop in 2016 to discuss the Planning Commission comments, and directed staff to prepare an amendment to the ordinance which would add a look-back clause to the tree preservation ordinance so that any trees removed within a certain time period prior to a development application would be included as trees removed as part of the development application. City staff has drafted revisions to the two sections of City Code that comprise the City's tree regulations.

<u>Draft Ordinance Amendment</u>

City staff drafted amendments to Chapter 710 and Section 801.36 that made the following categories of changes:

- **"Clean-Up" Items:** As City staff has administered and applied the new tree ordinance, we have identified several sections where the regulations and standards could be stated more clearly. Most of the changes in the draft ordinance are intended to clean-up these sections of the ordinance to make it easier for the City to administer. These amendments do not change the intent, purpose, or policies of the regulations contained in the existing ordinance.

- **Adds a look-back clause:** To address the concerns about tree removal occurring prior to development or construction, the draft ordinance amendment includes a two-year look back clause for subdivision applications, construction or maintenance of public infrastructure, and construction of single-family homes. If trees were removed from a property within two years of submitting an application to the City for these projects, the removed trees would be included as trees being removed as a result of the project.

  For expansions to single-family homes, land disturbance permits, and applications for design review, the draft ordinance amendment includes a one year look-back clause. If trees were removed from a property within one year of submitting an application to the City for these projects, the removed trees would be included as trees being removed as a result of the project.

- **Adds a tree removal permit requirement:** The original tree ordinance (prior to the 2016 amendment) included a tree removal permit requirement in which a property owner was required to obtain a permit from the City prior to removing trees from a property. However, the permit requirement was removed from the ordinance in 2016 based on direction from the Council that they did not want to require a permit for property owners to remove trees on their property if they are not proposing any type of construction. In adding a look-back clause to the ordinance, City staff thinks the clause would be easier to enforce if there is an administrative means of tracking tree removal. The permit requirement would not preclude a property owner from removing trees if there is no construction of the property. It would allow the City to (1) ensure that the contractor is licensed by the City, and (2) track the size and type of trees that are removed from a property.

Planning Commission Review

The Planning Commission reviewed the draft ordinance amendments and held a public hearing at its meeting on May 1st. In general, the Planning Commission expressed unanimous support for the clean-up items. The Planning Commission discussion related to the look-back clause and tree removal permit requirement was split. A motion to recommend approval of the draft ordinance amendment, including the clean-up items, look-back clause, and tree permit requirements, failed on a vote of 3 in favor and 3 opposed. Ultimately, the Planning Commission adopted a recommendation of approval for the ordinance amendments for only the clean-up items, which passed with a vote of 4 in favor and 2 opposed.

Draft Ordinance Amendment

Attached for the Council's consideration is a draft ordinance which amends Chapter 710 of City Code (Planting, Maintenance, and Removal of Trees) and Section 801.36 of City Code (Tree Preservation.) The draft ordinance reflects the ordinance amendments as recommended for approval by the Planning Commission. The draft ordinance includes only the clean-up amendments, and the look-back clauses and tree removal permit requirements have been struck from the ordinance.

ATTACHMENTS:

1. Draft Ordinance No. 772
2. Draft Ordinance Amendment to Chapter 710
   - red-lined copy
   - clean copy
3. Draft Ordinance Amendment to Section 801.36
   - red-lined copy
   - clean copy
4. Planning Commission Report and Recommendation

CITY OF WAYZATA

HENNEPIN COUNTY, MINNESOTA

ORDINANCE NO. 772

AN ORDINANCE AMENDING SECTION 36 OF THE WAYZATA ZONING ORDINANCE (TREE PRESERVATION) AND AMENDING WAYZATA CITY CODE CHAPTER 710 (PLANTING, MAINTENANCE AND REMOVAL OF TREES)

THE CITY OF WAYZATA ORDAINS:

Section 1. Amendment to Ch. 710 of City Code. Chapter 710 of the Wayzata City Code (Planting, Maintenance and Removal of Trees) is hereby amended to read in its entirety as set forth in Exhibit A attached hereto (~~struck~~ text deleted; underlined text added).

Section 2. Amendment to Sec. 801.36 of City Code. Section 801.36 of the Wayzata Zoning Ordinance is hereby amended to read in its entirety as set forth in Exhibit B attached hereto (~~struck~~ text deleted; underlined text added).

Section 3. Findings. The amendments made hereby are based upon the findings set forth in the Report and Recommendation of the Wayzata Planning Commission, dated May 1, 2017.

Section 4. Effective Date. This Ordinance will become effective upon passage and publication.

Adopted by the City Council this ___ day of ___________, 2017.

____
Ken Willcox
Mayor

ATTEST:

____
Jeffrey Dahl
City Manager

First Reading:
Second Reading:
Publication:

EXHBIT A

Amendment of Ch. 710 of City Code

EXHIBIT B

Amendment of Sec. 801.36 of City Code

CHAPTER 710

~~MAINTENANCE AND REMOVAL OF TREES~~CITY FORESTER AND SAFETY OF TREES ON PUBLIC AND PRIVATE PROPERTY

710.01. **Purpose.** ~~The Wayzata City Council has determined the preservation of trees growing on public and private property are~~ is ~~necessary to maintain the general welfare of the public~~City ~~and is set forth more fully in Section 710.13 of this Chapter, and Section 801.36 of the Zoning Ordinance. In order to maintain and enhance the quantity and quality of trees growing within the City, this Chapter is adopted to regulate the maintenance and removal of trees within the City of Wayzata by~~This Chapter: (1) Defines~~ing~~ the duties and responsibilities of the City Forester as the agent enforcing regulations relating to the planning, -maintenance, and removal of trees within the City of Wayzata; (2) Establishes~~ing~~ a Pathogen Control Program; (3) Defines~~ing~~ nuisance conditions related to trees on private property and a process for abating the nuisances; (4) Provides~~ing~~ for the issuing of~~ permits and/or~~ licenses for businesses that conduct any maintenance and/or removal of trees within the City of Wayzata; and ~~(3) Providing for the pruning and removal of trees on private property that endanger public safety; ~~(~~4~~5) Provides~~ing~~ ~~for ~~standards and specifications of all policy concerning trees on public property.

~~; and (5) Providing for standards and specifications for care protection policy concerning trees within project construction limits.~~

(Ord. xxxx)

710.02. **Duties and Qualifications of the City Forester.**

~~a~~A. *Duties*. The City Forester, as appointed by the City Manager, for the purposes of this Chapter shall identify diseased and hazardous trees that threaten the health and safety of the public and coordinate all activities of the City relating to the control and prevention of tree pathogens. It shall further be the duty of the City Forester and the City Manager and/or his/her designee to ~~identify and describe Significant Trees in any proposed subdivision or development project and to assist planners, developers, and architects in the development of a tree preservation plan for each construction development project.~~ perform the duties outlined in Section 801.36.

B~~b~~. *Qualifications of the City Forester*. The qualifications of the City Forester shall be, as a minimum, those qualifications prescribed for certified arborists by the International Society of Arboriculture, or such other appropriate qualifications as determined by the City Manager.

~~c~~C. *Limitations and Disclaimer*. The City Forester and other City Staff shall not make any definitive claims or guarantees related to the structural integrity of any tree, and any assessments made by the City Forester or other City representative

insertions moved to
~~deletions~~ ~~moved from~~

related to a tree may not be relied upon by the property owner or a third party.

(Ord. xxxx)

710.03. **Pathogen Control Program.** It is the intent of the City to conduct a program of plant pest control pursuant to the authority granted by Minn. Stat. §18.022. This Chapter provides full power and authority over all trees, plants, and shrubs located within the street rights-of-way, parks, ~~-~~and public places of the City, ~~;~~ and to trees located on private property that constitute a hazard or threat as described herein.~~;~~ ~~and trees that fall under the tree protection policy as described in Section 710.17 of this Chapter.~~

(Ord. xxxx)

710.04~~.~~ **Nuisances.** It shall be unlawful for any person to permit any public nuisance as defined in this Section to remain on any property owned or controlled by him within the City. Such a nuisance shall be abated in the manner prescribed by this Chapter. Abatement shall be at the discretion of the City Forester in accordance with all State Law and City Code.

A. *Nuisances Declared*. The following are ~~things~~ hereby ~~are~~ declared to be public nuisances whenever they may be found within the City:

~~a~~1. Any living or standing elm tree or part thereof infected to any degree with the Dutch Elm disease fungus (as defined by the Minnesota Department of Agriculture) or which harbors any of the elm bark beetles known by the Minnesota Department of Agriculture to transmit the disease.

~~b~~2. Any dead elm tree or part thereof, including logs, branches, stumps, firewood or other elm material from which the bark has not been removed or sprayed with an effective Dutch Elm insecticide, or disposed of in a manner prescribed by the Commissioner of Agriculture.

3~~c~~. Any living or standing oak tree or part thereof infected to any degree with the Oak Wilt disease fungus, as defined by the Minnesota Department of Agriculture.

~~d~~4. Any infected oak tree or part thereof, including logs, branches, stumps, firewood or other oak material unless all bark material is removed and disposed of in a manner prescribed by the Commissioner of Agriculture.

5~~e~~. Any ash tree at risk of infestation of the Emerald Ash Borer (EAB) as determined by the City Forester after considering Minnesota Department of Agriculture guidance.

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6.~~f.~~ Any living or standing tree or shrub or part thereof infected to any degree by any organism to be controlled as set forth and described by the Commissioner of Agriculture.

7.~~g.~~ Any dead, dying, decaying or living tree, shrub or parts thereof that interferes with the public use of any public thoroughfare or right-of-way.

~~It shall be unlawful for any person to permit any public nuisance as defined in this Section to remain on any property owned or controlled by him within the City. Such a nuisance shall be abated in the manner prescribed by this Chapter. Abatement shall be at the discretion of the City Forester in accordance with all State Law and City Code.~~

(Ord. xxxx)

B. ~~*710.05.*~~ *Inspection and Investigation*. The City Forester shall inspect all premises and places within the City as often as practicable to determine whether any nuisances as described in this Chapter exist thereon. The City Forester shall investigate all reported incidents of diseased trees within the City. The City Forester or duly authorized representative(s) may enter upon private premises at any reasonable time for the purpose of carrying out any of the duties assigned under this Chapter. Except for cases of emergencies or the imminent threat of personal or property damage, the City shall notify the property owner at least five (5) days prior to the inspection through certified mail to the address listed on the Hennepin County tax records. The inspection may occur after five (5) days even if the certified letter is undeliverable or returned. The City Forester may, upon finding conditions indicating disease infestation is suspected and unconfirmed by a field diagnosis, immediately send appropriate specimens or samples to the Commissioner of Agriculture for analysis or take such other steps for diagnosis as may be recommended by the Commissioner. Except as provided in Section 710.0~~8~~4.D~~7~~, or in the case of a positive field diagnosis, no action to remove infected trees or wood shall be taken until positive diagnosis of the disease has been made.

(Ord. xxxx)

~~710.06~~C. *Abatement of Nuisances*. In abating the nuisances defined in Section 710.0~~5~~4.A, the City Forester shall cause the infected tree or wood to be sprayed, removed, burned or otherwise effectively treated so as to destroy and prevent as fully as possible spread of the disease. Such abatement shall be carried out in accordance with current technical and expert opinions and plans as may be designated by the Commissioner of Agriculture.

(Ord. 614 [5-27-1999])

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~~710.07~~D. *Abatement Procedure*. Whenever the City Forester finds with reasonable certainty that an infestation defined in this Chapter exists in any tree or wood on any public or private property within the City, he shall proceed to abate said nuisance as follows:

~~a~~1. If the City Forester finds that the danger of infestation of other trees is not imminent the City Forester shall notify in writing the person(s) owning or controlling the property upon which the nuisance is located that the nuisance must be abated within twenty one (21) days from the date of the mailing. If no action to abate the nuisance is taken within this period the City Forester then shall make a written report of findings to the City Council. The Council shall take action to abate the nuisance, and it may proceed to recover the costs of such abatement as provided in Section 710.0~~9~~4.E~~8~~.

~~b~~2. If the City Forester finds that the danger of infestation of other trees is imminent the City Forester shall notify in writing the person(s) owning or controlling the property upon which the nuisance is located that the nuisance must be abated within seven (7) days from the date of the mailing, and shall report findings to the City Manager. If no action to abate the nuisance is taken within this period the City Forester then shall make a written report of actions to the City Council, which may proceed to recover the costs of such abatement as provided in Section 710.0~~9~~4.E~~8~~.

~~c~~3. If the City Forester finds that the danger of infestation of other trees is imminent the City Forester shall notify in writing all persons owning or controlling property upon which is located trees in danger of becoming infested. Within this notice the City Forester shall state that action, if any, which should be taken to protect the trees in danger of becoming infested and the period within which such action must be taken. If no such action is taken within this period the City Forester then shall take appropriate action to protect these trees as an emergency measure and shall make a written report of this action to the City Council, which may proceed to recover the costs of such action as provided in Section 710.0~~9~~4.E~~8~~.

(Ord. xxxx)

~~710.08~~E. *Special Assessment Procedure*. Upon receipt of a report from the City Forester required by Section 710.04.D~~78~~, ~~subsections a. through c.,~~ the City Council may pass a resolution to provide for recovering the costs of abatement of a nuisance and/or for recovering the costs of protecting threatened trees by a special assessment procedure. Before such a resolution may be approved, the City Manager shall notify all affected property owners by mail that such a procedure is under consideration prior to the meeting thereon. This notice shall state the time and place of the meeting, the abatement action proposed to be taken or already taken, the estimated or actual cost of such abatement and the proposed basis of

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assessing such cost. At this meeting all affected property owners shall have the right to be heard with reference to the proposed assessments and assessment procedure. The Council thereafter by resolution may approve such special assessments for the purposes specified herein.

The City Forester shall keep a record of all abatement activities and all abatement costs for which special assessments are to be made or may be made, stating the description of the properties involved and the amounts chargeable to each property. On or before October 10th of each year the City Manager shall list the total unpaid charges for such abatement activities against each separate property to which they are attributable under this Chapter. The City Council then may spread the charges or any portion thereof against the property involved as a special assessment for certification to the Hennepin County Auditor and for collection the following year along with current taxes.

(Ord. 614 [5-27-1999])

710.~~9.~~05 **Transporting Diseased Wood.** It shall be unlawful for any person to transport within the City any diseased wood without first having obtained a permit therefore from the City Forester. The City Forester may grant such a permit only when the purposes of this Chapter will be served thereby. The transporting of diseased wood out of the City shall be governed by current State Statutes related to transportation of infected material.

(Ord. xxxx)

710.~~10.~~06 **Interference Prohibited.** It shall be unlawful for any person to prevent, delay or interfere with the City Forester or duly authorized representative(s) while they are engaged in the performance of duties imposed by this Chapter.

(Ord. 614 [5-27-1999])

710.~~11.~~07 **Tree Business License Required.** No person shall conduct as a business, the cutting, trimming, pruning, removal, spraying or other treatment of trees within the City without first having been issued a license therefore. Refer to Chapter 519, Section .01 of the City Code.

(Ord. 614 [5-27-1999])

710.~~12.~~ 08 **Intentional or Deliberate Damage.** It shall be unlawful for any person(s) to intentionally damage, destroy or adversely alter any living tree, deciduous or coniferous, on ~~private~~ public land within the limits of the City of Wayzata in violation of this Section. Minn. Stat. §561.04 strictly prohibits intentional damage to trees on public property in any form and provides that whoever willfully and without lawful authority injures any tree, timber or shrub

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on City property is liable for treble the amount of damages which may be assessed therefore. ~~The City Forester and other City Staff shall not make any claims related to the structural integrity of any tree, and any assessments made related to a tree may not be relied upon by the property owner.~~

~~**710.13.** **Violation.** Unless expressly provided otherwise, it shall be a misdemeanor for any person to violate any provision of the City Code including this Section, any rule or regulation adopted in pursuance of any such provision, or any order lawfully enforcing the City Code or this Section. The term "misdemeanor" shall be as defined in Minn. Stat. §609.02, Subd. 3.~~

~~It shall also be a misdemeanor for any person to attempt to commit a misdemeanor or to cause, aid, assist, counsel or advise another to commit misdemeanor. Any person who commits a misdemeanor, upon conviction, shall be subject to the penalties therefore established by State Statute. Unless expressly provided otherwise, each act in violation of the City Code, including this Chapter, shall constitute a separate offense, and each and every day that such a violation occurs or continues shall constitute a separate offense.~~

~~**710.14.** **Severability.** It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses and phrases of the City Code, including this Chapter are severable, and if any phrase, clause, sentence, paragraph, or section of the City Code, including this Chapter, shall be declared unconstitutional, invalid or unenforceable, such unconstitutionality, invalidity, or unenforceability shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of the City Code, including this Chapter.~~

(Ord. xxxx)

(7-21-81 Code; Chapter repealed and replaced by Ord. 574 [2-21-1995]; Ord. 588 [2-27-1997]; Chapter repealed and replaced by Ord. 614 [5-27-1999]; Ord. xxxx [xx-xx-2016])

CHAPTER 710

CITY FORESTER AND SAFETY OF TREES ON PUBLIC AND PRIVATE PROPERTY

710.01. **Purpose.** This Chapter: (1) Defines the duties and responsibilities of the City Forester as the agent enforcing regulations relating to the planning, maintenance, and removal of trees within the City of Wayzata; (2) Establishes a Pathogen Control Program; (3) Defines nuisance conditions related to trees on private property and a process for abating the nuisances; (4) Provides for the issuing of licenses for businesses that conduct any maintenance and/or removal of trees within the City of Wayzata; and (5) Provides standards and specifications of all policy concerning trees on public property.

(Ord. xxxx)

710.02. **Duties and Qualifications of the City Forester.**

A. *Duties*. The City Forester, as appointed by the City Manager, for the purposes of this Chapter shall identify diseased and hazardous trees that threaten the health and safety of the public and coordinate all activities of the City relating to the control and prevention of tree pathogens. It shall further be the duty of the City Forester and the City Manager and/or his/her designee to perform the duties outlined in Section 801.36.

B. *Qualifications of the City Forester*. The qualifications of the City Forester shall be, as a minimum, those qualifications prescribed for certified arborists by the International Society of Arboriculture, or such other appropriate qualifications as determined by the City Manager.

C. *Limitations and Disclaimer*. The City Forester and other City Staff shall not make any definitive claims or guarantees related to the structural integrity of any tree, and any assessments made by the City Forester or other City representative related to a tree may not be relied upon by the property owner or a third party.

(Ord. xxxx)

710.03. **Pathogen Control Program.** It is the intent of the City to conduct a program of plant pest control pursuant to the authority granted by Minn. Stat. §18.022. This Chapter provides full power and authority over all trees, plants, and shrubs located within the street rights-of-way, parks, and public places of the City, and to trees located on private property that constitute a hazard or threat as described herein.

(Ord. xxxx)

710.04 **<u>Nuisances.</u>** It shall be unlawful for any person to permit any public nuisance as defined in this Section to remain on any property owned or controlled by him within the City. Such a nuisance shall be abated in the manner prescribed by this Chapter. Abatement shall be at the discretion of the City Forester in accordance with all State Law and City Code.

A. *Nuisances Declared*. The following are hereby declared to be public nuisances whenever they may be found within the City:

1. Any living or standing elm tree or part thereof infected to any degree with the Dutch Elm disease fungus (as defined by the Minnesota Department of Agriculture) or which harbors any of the elm bark beetles known by the Minnesota Department of Agriculture to transmit the disease.

2. Any dead elm tree or part thereof, including logs, branches, stumps, firewood or other elm material from which the bark has not been removed or sprayed with an effective Dutch Elm insecticide, or disposed of in a manner prescribed by the Commissioner of Agriculture.

3. Any living or standing oak tree or part thereof infected to any degree with the Oak Wilt disease fungus, as defined by the Minnesota Department of Agriculture.

4. Any infected oak tree or part thereof, including logs, branches, stumps, firewood or other oak material unless all bark material is removed and disposed of in a manner prescribed by the Commissioner of Agriculture.

5. Any ash tree at risk of infestation of the Emerald Ash Borer (EAB) as determined by the City Forester after considering Minnesota Department of Agriculture guidance.

6. Any living or standing tree or shrub or part thereof infected to any degree by any organism to be controlled as set forth and described by the Commissioner of Agriculture.

7. Any dead, dying, decaying or living tree, shrub or parts thereof that interferes with the public use of any public thoroughfare or right-of-way.

(Ord. xxxx)

B. *Inspection and Investigation*. The City Forester shall inspect all premises and places within the City as often as practicable to determine whether any nuisances as described in this Chapter exist thereon. The City Forester shall investigate all reported incidents of diseased trees within the City. The City Forester or duly authorized representative(s) may enter upon private premises at any reasonable time for the purpose of carrying out any of the duties assigned under this Chapter.

Except for cases of emergencies or the imminent threat of personal or property damage, the City shall notify the property owner at least five (5) days prior to the inspection through certified mail to the address listed on the Hennepin County tax records. The inspection may occur after five (5) days even if the certified letter is undeliverable or returned. The City Forester may, upon finding conditions indicating disease infestation is suspected and unconfirmed by a field diagnosis, immediately send appropriate specimens or samples to the Commissioner of Agriculture for analysis or take such other steps for diagnosis as may be recommended by the Commissioner. Except as provided in Section 710.04.D, or in the case of a positive field diagnosis, no action to remove infected trees or wood shall be taken until positive diagnosis of the disease has been made.

(Ord. xxxx)

C. *Abatement of Nuisances*. In abating the nuisances defined in Section 710.04.A, the City Forester shall cause the infected tree or wood to be sprayed, removed, burned or otherwise effectively treated so as to destroy and prevent as fully as possible spread of the disease. Such abatement shall be carried out in accordance with current technical and expert opinions and plans as may be designated by the Commissioner of Agriculture.

(Ord. 614 [5-27-1999])

D. *Abatement Procedure*. Whenever the City Forester finds with reasonable certainty that an infestation defined in this Chapter exists in any tree or wood on any public or private property within the City, he shall proceed to abate said nuisance as follows:

1. If the City Forester finds that the danger of infestation of other trees is not imminent the City Forester shall notify in writing the person(s) owning or controlling the property upon which the nuisance is located that the nuisance must be abated within twenty one (21) days from the date of the mailing. If no action to abate the nuisance is taken within this period the City Forester then shall make a written report of findings to the City Council. The Council shall take action to abate the nuisance, and it may proceed to recover the costs of such abatement as provided in Section 710.04.E.

2. If the City Forester finds that the danger of infestation of other trees is imminent the City Forester shall notify in writing the person(s) owning or controlling the property upon which the nuisance is located that the nuisance must be abated within seven (7) days from the date of the mailing, and shall report findings to the City Manager. If no action to abate the nuisance is taken within this period the City Forester then shall make a written report of actions to the City Council, which may proceed to recover the costs of such abatement as provided in Section 710.04.E.

3. If the City Forester finds that the danger of infestation of other trees is imminent the City Forester shall notify in writing all persons owning or controlling property upon which is located trees in danger of becoming infested. Within this notice the City Forester shall state that action, if any, which should be taken to protect the trees in danger of becoming infested and the period within which such action must be taken. If no such action is taken within this period the City Forester then shall take appropriate action to protect these trees as an emergency measure and shall make a written report of this action to the City Council, which may proceed to recover the costs of such action as provided in Section 710.04.E.

(Ord. xxxx)

E. *Special Assessment Procedure*. Upon receipt of a report from the City Forester required by Section 710.04.D, the City Council may pass a resolution to provide for recovering the costs of abatement of a nuisance and/or for recovering the costs of protecting threatened trees by a special assessment procedure. Before such a resolution may be approved, the City Manager shall notify all affected property owners by mail that such a procedure is under consideration prior to the meeting thereon. This notice shall state the time and place of the meeting, the abatement action proposed to be taken or already taken, the estimated or actual cost of such abatement and the proposed basis of assessing such cost. At this meeting all affected property owners shall have the right to be heard with reference to the proposed assessments and assessment procedure. The Council thereafter by resolution may approve such special assessments for the purposes specified herein.

The City Forester shall keep a record of all abatement activities and all abatement costs for which special assessments are to be made or may be made, stating the description of the properties involved and the amounts chargeable to each property. On or before October 10th of each year the City Manager shall list the total unpaid charges for such abatement activities against each separate property to which they are attributable under this Chapter. The City Council then may spread the charges or any portion thereof against the property involved as a special assessment for certification to the Hennepin County Auditor and for collection the following year along with current taxes.

(Ord. 614 [5-27-1999])

710.05 **Transporting Diseased Wood.** It shall be unlawful for any person to transport within the City any diseased wood without first having obtained a permit therefore from the City Forester. The City Forester may grant such a permit only when the purposes of this Chapter will be served thereby. The transporting of diseased wood out of the City shall be governed by current State Statutes related to transportation of infected material.

(Ord. xxxx)

710.06 **Interference Prohibited.** It shall be unlawful for any person to prevent, delay or interfere with the City Forester or duly authorized representative(s) while they are engaged in the performance of duties imposed by this Chapter.

(Ord. 614 [5-27-1999])

710.07 **Tree Business License Required.** No person shall conduct as a business, the cutting, trimming, pruning, removal, spraying or other treatment of trees within the City without first having been issued a license therefore. Refer to Chapter 519, Section .01 of the City Code.

(Ord. 614 [5-27-1999])

710.08 **Intentional or Deliberate Damage.** It shall be unlawful for any person(s) to intentionally damage, destroy or adversely alter any living tree, deciduous or coniferous, on public land within the limits of the City of Wayzata in violation of this Section. Minn. Stat. §561.04 strictly prohibits intentional damage to trees on public property in any form and provides that whoever willfully and without lawful authority injures any tree, timber or shrub on City property is liable for treble the amount of damages which may be assessed therefore.

(Ord. xxxx)

(7-21-81 Code; Chapter repealed and replaced by Ord. 574 [2-21-1995]; Ord. 588 [2-27-1997]; Chapter repealed and replaced by Ord. 614 [5-27-1999]; Ord. xxxx [xx-xx-2016])

SECTION 36

TREE PRESERVATION

Section 801.36:

801.36.1: Purpose and Intent
801.36.2: Definitions
~~**801.36.3:** Establishment of Tree Preservation Zone~~
801.36.~~4~~3: Applicability
801.36.~~5~~4: Process
801.36.~~6~~5: Tree Preservation Plan
801.36.~~7~~6: Tree Protection Measures
801.36.~~8~~7: Tree Replacement Standards
801.36.~~9~~8: Financial Guarantee
~~**801.36.10:** Penalties~~

1. Purpose and Intent

The Wayzata City Council finds it is in the best interest of the City, and critical to its health and welfare, to protect, preserve, and enhance tree coverage~~the natural environment of~~ in the City~~community,~~ and to encourage a resourceful and prudent approach to the development and alteration of wooded areas. ~~In the interest of achieving these~~To further these objectives, the City has established the comprehensive tree preservation regulations ~~herein~~ of this section, which are intended to~~ promote the furtherance of the following~~:

A. Protect~~ion~~ and preserve~~ation of~~ the natural environment and ~~natural~~ beauty of the City~~;~~

B. ~~A Tree Preservation Zone is hereby established in the City in order to a~~Aid in the stabilization of soil by the prevention of erosion and sedimentation; reduce storm water runoff and the costs associated therewith and replenish ground water supplies; aid in the removal of carbon dioxide and generation of oxygen in the atmosphere; provide a buffer and screen against noise pollution; provide shade and the significant environmental benefit of counteracting the so-called “heat-island” effect; provide protection against severe weather; aid in the control of drainage and restoration of denuded soil subsequent to construction or grading; protect and increase property values; conserve and enhance the City’s physical and aesthetic environment; provide a haven for birds, animals and flora to thrive; and generally protect and enhance the quality of life and the general welfare of the City.

~~B~~C. Minimize tree and habitat loss ~~Assurance of~~ and promote orderly development within wooded areas~~ to minimize tree and habitat loss;~~

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~~C~~D. ~~Evaluation~~ Evaluate ~~of~~ the impacts of development ~~to~~ on trees and wooded areas ~~resulting from development;~~

~~D~~E. Establish~~ment of~~ minimal standards for tree preservation and the mitigation of environmental impacts resulting from tree removal

F. Recognize that Heritage Trees are valued and special trees for the City of Wayzata due to their size and age and encourage that all possible measures be taken to preserve Heritage Trees.~~.~~

~~;~~

G. Encourage the preservation of the maximum amount of trees possible and recognize that a certain amount of Significant Trees removal is sometimes necessary when construction, maintenance, redevelopment and similar activity occurs on a property, and ~~.~~
that additional tree removal may occur after the construction of new houses or commercial developments, or the expansion of existing homes or commercial developments, but to a lesser degree than the original development.

~~EF~~H. Provide~~sion of~~ incentives for creative land use and environmentally compatible site design to ~~which~~ preserve~~s~~ trees and minimize~~s~~ tree removal ~~and clear cutting~~ during development~~; and~~

~~F. Enforcement of tree preservation standards to promote and protect the public health, safety and welfare of the community.~~

2. Definitions

For purposes of this section, the following definitions shall apply:

A. **"City Forester"** means that person appointed by the City Manager as the City Forester with the duties and qualifications listed in Section 710.02~~(b)~~.

B. **"Coniferous Tree"** means a woody plant bearing seeds and cones oftentimes, but not always, retaining foliage throughout the year.

C. **"Construction Area"** means any area in which movement of earth, alteration in topography, soil compaction, disruption of vegetation, change in soil chemistry, or any other change in the natural character of the land occurs as a result of site preparation, grading, building construction or any other construction activity.

D. **"Critical Root Zone"** means the area around a tree measured from the trunk of the tree with a radius that is equal to 1.5 feet (1.5') for each one inch (1") of DBH

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of the tree. For example, if a tree's DBH is 10 inches, then its critical root zone radius is 15 feet (10 x 1.5 = 15).

E. **"Deciduous Tree"** means a woody plant which has a defined crown, and which loses leaves annually.

F. **"Diameter of Tree at Breast Height" or "DBH"** means the diameter of a tree as measured 4½ feet (54 inches) above the ground. Trees that branch near or below 4 ½ feet from the ground will be measured at the narrowest point below 4 ½ feet. Trunks that originate from the ground shall be considered separate trees. The City Forester shall have the final determination in the DBH calculation if there is a question of how it is to be measured.

G. **"Hardwood Deciduous Tree"** means a Deciduous Tree recognized as hardwoods by the City Forester, including ironwood, catalpa, oak, maple (hard), walnut, ash, hickory, birch, black cherry, hackberry, locust and basswood.

H. **"Healthy Tree"** means the average or better condition and vitality for the area as determined by the City Forester.

I. **"Heritage Tree"** means a Healthy Softwood Deciduous Tree that is thirty inches (30") or greater in DBH , a Healthy Hardwood Deciduous Tree that is twenty five inches (25") or greater in DBH, or a Healthy Coniferous Tree that is twenty five inches (25") or greater in DBH.

J. **"Landscape Architect"** means a person licensed by the State of Minnesota as a landscape architect.

K. **"Nursery Stock Dealer" or "Nursery Stock Grower"** means a person licensed by the State of Minnesota as a nursery stock dealer or a nursery stock grower.

L. **"Public Infrastructure"** means ~~the construction or maintenance of~~:

1. Collector or arterial roads as defined by the City Transportation Plan;

2. Public recreational trails;

3. Stormwater infrastructure;

4. ~~Installation or maintenance of t~~Trunk utility infrastructure as described in the Comprehensive Sewer or Water Plans; or

5. Any ~~other physical infrastructure that provides an e~~Essential ~~s~~Service Structure or ~~constitutes a~~ public improvement.

M. **"Removal", "Removed" or "Tree Removal"** means:

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1. Manual, mechanical, chemical, or abiotic or biotic (fire, water, insects or inoculation) methods which results in the physical removal of a tree; or

2. Grading impact, compaction, or other damage ~~up to~~of more than 40% of a tree's Critical Root Zone~~,~~; ~~as~~or

3. Excessive pruning that, in the opinion of the City Forester, severely impacts the long term survivability of the tree; or

4. Any other impact to a tree that, in the opinion of the City Forester, comprises the long term health or structural stability of a tree.

N. **"Significant Tree"** means a Healthy Deciduous Hardwood Tree that is six inches (6") or greater in DBH, a Healthy Softwood Deciduous Tree that is twelve inches (12") or greater in DBH, or a Healthy Coniferous Tree that is twelve feet (12') or greater in height or twelve inches (12") or greater in DBH.

O. **"Site Plan"** means the site plan ~~established and~~ described in this ~~Chapter~~Section.

P. **"Softwood Deciduous Tree"** means a Deciduous Tree recognized as softwoods by the City Forester, including cottonwood, poplar/aspen, box elder, willow, silver maple and elm.

Q. **"Tree Preservation Plan"** means the tree preservation plan ~~established and~~ described in this ~~Chapter~~Section.

R. **"Tree Replacement Plan"** means a part of a Tree Preservation Plan as described in this Section.

~~R. **"Tree Preservation Zone"** means the tree preservation zone established and described in this ChapterSection.~~

~~**3. Establishment of Tree Preservation Zone**~~

~~A Tree Preservation Zone is hereby established in the City in order to aid in the stabilization of soil by the prevention of erosion and sedimentation; reduce storm water runoff and the costs associated therewith and replenish ground water supplies; aid in the removal of carbon dioxide and generation of oxygen in the atmosphere; provide a buffer and screen against noise pollution; provide shade and the significant environmental benefit of counteracting the so-called "heat-island" effect; provide protection against severe weather; aid in the control of drainage and restoration of denuded soil subsequent to construction or grading; protect and increase property values; conserve and enhance the City's physical and aesthetic environment; provide a haven for birds, animals and flora to thrive; and generally protect and enhance the quality of life and the general welfare of the City.~~

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~~The Tree Preservation Zone shall be applied to and superimposed upon all property within the City of Wayzata. The regulations and requirements imposed within the Tree Preservation Zone shall be in addition to the zoning districts within the existing and amended text and map of the Wayzata Zoning Ordinance, and the Floodplain, Shoreland, and Wetland regulations and requirements. In cases where there is a conflict between regulations applicable within such zones, the more restrictive requirements shall apply.~~

~~4~~3. Applicability

The provisions of this Section shall apply only to ~~the following:~~land for or on which there is (i) an application under the Subdivision Ordinance; (ii) construction or maintenance of Public Infrastructure; (iii) construction of a new single-family home; (iv) expansion of an existing single family home; (v) a use requiring a land disturbance permit; and/or (vi) an application under the Design Standards, or such is required.

A. Subdivision, Public Infrastructure, Construction of Single-Family Home: The following ~~tree removal thresholds~~specific standards shall apply to all land for or on which there is (i) an application under the Subdivision Ordinance; (ii) construction or maintenance of Public Infrastructure; (iii) construction of a new single-family home~~Subdivision applications, Public Infrastructure projects, and construction of a single-family home on a vacant lot~~:

1. Heritage Trees: ~~Heritage Trees are valued and special trees for the City of Wayzata due to their size and age.~~ All possible measures must be taken to preserve Heritage Trees. Heritage Tree removal may occur only when there is not a practical alternative. There shall be a zero percent (0%) removal threshold of Heritage Trees, meaning every DBH inch of Heritage Tree removed requires full replacement in accordance with the standards within ~~subs~~Section 801.36.~~8~~7, in addition to any other requirements hereunder.

2. Significant Tree~~ Removal by Developer~~s: ~~Although the City encourages preservation of the maximum amount of trees possible, the City recognizes that a certain amount of Significant Trees removal is sometimes necessary when construction, maintenance, redevelopment and similar activity occurs on a propertyduring development. Accordingly, t~~Twenty five percent (25%) of the existing DBH inches of Significant Trees can be removed pursuant to a Tree Preservation Plan without obligation of replacement. Any tree removal beyond twenty five percent (25%) will require replacement in accordance with the standards of ~~subs~~Section 801.36.~~8~~7.

3. Public Infrastructure: The City Council may waive the tree replacement requirements of this Section for Public Infrastructure construction and maintenance projects if the City Council makes a finding that the tree

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replacement requirements hereof would create an undue financial or other burden~~ on the project~~, and the public benefits of the Public Infrastructure project outweigh the benefits of the ~~required ~~tree replacement required in this Section~~ hereof~~.

B. Expansions to Single-Family Homes, Land Disturbance Permits, and Design Review~~, and Expansions to Single-Family Homes~~: The following specific standards shall ~~tree removal thresholds ~~apply to all land for or on which there is (i) expansion of an existing single family home; (ii) a use requiring a land disturbance permit under City Code Section 409.05; and/or (iii) an application under the Design Standards, or such is required under City Code Section 801.09.1.5.B~~projects that require a Land Disturbance Permit under City Code Section 409.05, projects that require Design Review under City Code Section 801.09.1.5.B., and expansions or additions to an existing single-family home~~:

1. Heritage Trees: ~~Heritage Trees are valued and special trees for the City of Wayzata due to their size and age. ~~All possible measures must be taken to preserve Heritage Trees. Heritage Tree removal may occur only when there is not a practical alternative. There shall be a zero percent (0%) removal threshold of Heritage Trees, meaning every DBH inch of Heritage Tree removed requires full replacement in accordance with the standards within ~~subs~~Section 801.36.~~8~~7 in addition to any other requirements hereunder.

2. Significant Tree Removal: ~~The City recognizes that additional tree removal may occur after the construction of new houses or commercial developments, or the expansion of existing homes or commercial developments, but to a lesser degree than the original development. Therefore, ~~T~~t~~en percent (10%) of the existing DBH inches of Significant ~~t~~Trees can be removed without obligation of replacement. Any removal beyond ten percent (10%) will require replacement in accordance with the standards within ~~subs~~Section 801.36.7~~8~~.

C. Types of Trees Exempt From Replacement Requirements: The following types of trees shall not ~~be included as part of the tally of tree removals for purposes of calculating replacement in accordance with the standards within ~~require any tree replacement under ~~subs~~Section 801.36.7~~8~~:

1. Dead, Diseased, Dying, or Hazard Trees as determined by the City Forester; or

2. Trees that are transplanted from the site to another appropriate location within the City, as approved by the City Forester; or

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3. Trees that were planted as part of a commercial business, such as a tree farm or nursery; or

4. Trees that are structurally unstable and pose a risk to people or permanent structures, as deemed by a certified arborist with a Tree Risk Assessment Qualification and the City Forester

~~5~~4. Process

A. Construction of or Expansion to Single-Family Homes and Land Disturbance Permits: For construction of a single-family home, expansion to an existing single-family home, or ~~a project that requires~~when a Land Disturbance Permit is required, a Site Plan must be submitted to the City prior to any ~~proposed~~ tree removal on the applicable property. The Site Plan must ~~include the following information~~:

1. Identify the Significant and Heritage Trees on the property.

2. Identify the Significant and Heritage Trees to be removed due to grading or construction.

3. Identify the ~~M~~m~~andatory~~ tree ~~P~~protection measures outlined in Section 801.36.~~6.A7~~6 and any additional measures that will be used to protect the preserved trees during grading or construction on the property.

4. Comply with the City's tree replacement procedure and requirements set forth in this S~~s~~ection.

The Site Plan must receive the approval of the City Forester prior to the removal of any trees on the property. Any denial of a Site Plan by the City Forester may be appealed to the City Council.

B. Subdivision, Public Infrastructure, and Design Review: Unless otherwise determined by the City Council, the following process ~~for preserving trees~~ shall be required for all Subdivision applications, Public Infrastructure construction and maintenance projects, and projects that require Design Standards r~~R~~eview and approval:

1. Prepare a Tree Preservation Plan that is incorporated on the grading plan, which meets the requirements of Section 801.36.5.

2. Implement the Tree Preservation Plan prior to and during site development.

3. Submit a financial guarantee for compliance with the approved Tree Preservation Plan in accordance with Section 801.36.~~9~~8.

4. Comply with the City's tree replacement procedure and requirements set forth in ~~this s~~Section 801.36.7.

5. Obtain certification of t~~T~~he Tree Preservation Plan ~~must be certified~~ by a Forester, Landscape Architect, Nursery Stock Dealer or a Nursery Stock Grower.

~~6~~5. Tree Preservation Plan

When a Tree Preservation Plan is required under this Section, an applicant is responsible for implementing the approved Tree Preservation Plan prior to and during site grading, construction, ~~and plan~~ development or other activity on the property. The Tree Preservation Plan will be reviewed by the City Forester and ~~any~~ may be reviewed by other ~~relevant~~ City planning and engineering staff to assess the best overall tree ~~design plan~~ for the project and activities involved, taking into account the preservation, renewal and health of Significant and Heritage Trees, and ways to enhance the efforts to mitigate damage to the trees on the property and the natural environment. The applicant is encouraged to meet with City staff prior to submission of a Subdivision application, application for a Public Infrastructure maintenance or construction project, or Design Standard r~~R~~eview and approval application to determine the placement of buildings, parking, driveways, streets, storage and other physical features which result in the fewest Significant and Heritage Trees being destroyed or damaged. The Tree Preservation Plan must include the following items:

A. The name(s) and address(es) of property owners and applicants

B. Delineation of the buildings, structures, impervious surfaces, utilities, and other site improvements situated ~~thereon~~ on the property or ~~contemplated to be constructed thereon~~proposed for the property

C. Delineation of all areas to be graded and limits of land disturbance on the property, including the contouring of all areas to be graded

D. Size, species, location and condition of all Significant and Heritage Trees presently located on the property, as well as on adjacent properties where the Critical Root Zones of the trees are within the proposed Construction Area. The size of Deciduous Trees must be recorded in DBH and the size of Coniferous Trees must be recorded both in DBH and approximate height.

E. Identification of all Dead, Diseased, Dying and Hazard Trees on the property

F. The Critical Root Zone of all Significant and Heritage Trees proposed to be preserved on the property and adjacent properties

G. Identification of all Significant and Heritage Trees proposed to be removed within the Construction Area

H. Identification of all Significant and Heritage Trees on all individual lots comprising the property. The Developer must submit a list of all lot and block numbers identifying those lots.

I. Measures to protect Heritage and Significant Trees as outlined in Section 801.36.~~6~~ 76.

J. Size, species, and location of all replacement trees to be planted on the property in accordance with the tree replacement ~~requirements~~standards of Section 801.36.~~8~~7

K. Signature of the person preparing the Tree Preservation ~~P~~plan and statement which includes acknowledgment of the fact the trees to be used as replacements are appropriate species with respect to survival of the replacement trees

~~7~~6. Tree Protection Measures

~~The following tree protection measures are required:~~

A. Mandatory Protection: Measures to preserve or protect Significant and Heritage Trees ~~must include~~which are required under this Section are:

1. Installation of snow fencing, silt fence, or polyethylene laminate safety netting placed at the Critical Root Zone of Significant and Heritage Trees to be preserved on or adjacent to the property ~~being developed~~.

2. Identification of any oak trees requiring pruning between April 1 and July 15; any oak trees so pruned are required to have any cut areas sealed with an appropriate, non-petroleum based tree wound sealant, such as shellac.

B. Discretionary Protection: Measures to preserve or protect Significant and Heritage Trees which may be required by the City include, but are not limited to:

1. Installation of retaining walls or tree wells to preserve trees by eliminating the filling or cutting of soil within Critical Root Zones of Significant and Heritage Trees on or adjacent to the ~~lot being developed~~property.

2. Placement of utilities in common trenches outside of the Critical Root Zone of Significant and Heritage Trees, or use of tunneled installation.

3. Prevention of change in soil chemistry due to concrete washout and leakage or spillage of toxic materials, such as fuels or paints.

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4. Use of tree root aeration, fertilization, and irrigation systems when appropriate.

5. Transplanting of Significant Trees into a protected area for later moving into permanent location within the Construction Area.

6. Safety pruning for people working within the construction limits and for the trees involved.

~~8~~7. Tree Replacement Standards

A. Tree Replacement Formula: ~~Replacement of removed or disturbed t~~Trees removal ~~in excess of the percentage allowed by this section shall be~~ replaced ~~according to the following ratios:~~

1. All Significant Trees removed ~~For any removal~~ that exceed~~s~~ the percentage of allowable removal of Significant Trees as set in ~~subs~~Section 801.36.~~7~~43, ~~all Significant Trees~~ shall be replaced at the minimum ratio of one caliper inch (1”) per one inch (1”) of DBH removed.

2. All Heritage Trees removed must be replaced at the minimum ratio of two caliper inches (2”) per one inch (1”) of DBH removed.

B. Size, Types and Diversification of Replacement Trees: Unless an approved Tree Preservation Plan sets forth a different requirement, all replacement trees must be of a similar species to those that are removed. A Tree Replacement ~~p~~Plan must include a diversity of tree species that are suitable for the property given soil conditions, hydrology, topography, and tree pathogens. Replacement trees must be no less than the following sizes:

1. Deciduous Trees shall be no less than two and a half caliper inches (2.5”); and

2. Coniferous Trees shall be no less than six feet (6') in height.

C. Recommended Tree Replacement Species: In order to encourage a diverse tree canopy in the City, the following list of tree species are recommended for planting as part of a T~~t~~ree ~~r~~Replacement ~~p~~Plan:

Arborvitae
Black cherry
Butternut
Cedar
Elm (disease resistant)
Fir

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Hackberry
Hickory
Hemlock
Kentucky Coffee
Linden/Basswood
Maple (except Silver Maples)
Oak
Pine
Spruce (except Colorado Blue)
Tamarack
Walnut

D. Prohibited Tree Replacement Species: The ~~t~~Tree R~~r~~eplacement ~~p~~Plan may not include any tree species included in the Minnesota Department of Natural Resources Terrestrial Invasive Species List.

E. Other Replacement Tree ~~Requirements~~Standards: Choice of replacement trees species and location of the trees should also take into account the following information:

1. Soil Composition: Comparisons should be made between soil conditions and the ecology of the proposed species to make sure they are compatible.

2. Spatial Requirements: The potential height and crown spread of the proposed replacement trees should be known. Generally, half of the adult tree crown diameter is the amount of distance a tree should be planted from any aboveground objects.

3. Pathogen Problems: Appropriate replacement choices shall also consider insect and disease problems that may be common with particular species in the part of the state in which the City of Wayzata is located.

E. Fee-In-Lieu Of Tree Replacement Or Replacement Trees Planted In Public Areas: The City recognizes that there may be instances where the total amount of tree replacement required under this section cannot occur on ~~site~~the property in which Tree Removal is occurring. In those instances, the City may, at its option, accept a fee-in-lieu of tree replacement or allow the planting of replacement trees in public areas. Tree replacement is encouraged to happen on site as much as possible and fee in lieu-of-tree replacement should be used only when replacement on site is not feasible. The amount of fee-in-lieu of tree replacement will be determined annually by the City Council ~~through~~ and be included in the City fee schedule.

~~9~~8. Financial Guarantee

A. Financial Guarantee: The City may, at its option, withhold a certificate of occupancy or require cash escrow or a letter of credit satisfactory to the City in

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the amount of one hundred ten percent (110%) of the value of the tree replacement, securing the full performance of Tree Preservation Plan and the ~~t~~Tree ~~r~~Replacement ~~p~~Plan. The amount of such security shall be calculated by the fee-in-lieu of tree replacement schedules. The financial security shall be sufficient to cover the costs of the replacement trees planted, including any needed replacement of the trees over a three (3) year period.

B. Use of Financial Guarantee: If the ~~property owner does not implement the~~ approved Tree Preservation Plan or Site Plan, including the ~~t~~Tree R~~r~~eplacement ~~p~~Plan, is not followed and implemented for any reason, ~~in accordance with the City Council or City Forester approval,~~ the City may use the financial guarantee to correct or complete the plan~~for~~, and may enter the property as needed to make such corrections or completions~~, to correct or complete the work~~.

C. Release of Financial Guarantee: ~~At least once annually, t~~The City Forester shall periodically review the financial securities provided under this Section, inspect the applicable trees, and release the financial securities ~~as necessary. The financial security shall be released based on~~according to the following schedule:

1. ~~Upon~~ Within 30 days of installation of ~~a~~ all~~healthy~~ replacement trees according to an approved ~~t~~Tree ~~r~~Replacement ~~p~~Plan: 50% of the financial guarantee for those~~at~~ trees shall be released.

2. After the first anniversary of such initial planting, if an~~First year~~ inspection by the City Forester determines~~ing~~ that the installed trees ~~is~~ are still healthy: 15% of the financial guarantee for ~~that~~ such healthy trees shall be released.

3. After the second anniversary of initial planting, if an~~Second year~~ inspection by the City Forester determines~~ing~~ that the installed trees are~~is~~ still healthy: 15% of the financial guarantee for such healthy~~that~~ trees shall be released.

4. After the t~~T~~hird anniversary of initial planting, if an~~year~~ inspection by the City Forester determines~~ing~~ that the installed trees are~~is~~ still healthy: 20% or the remaining amount of the financial guarantee for such healthy ~~that~~ trees shall be released.

~~**10. Penalties**~~

~~A. Intentional or Deliberate Damage: It shall be unlawful for any person(s) to intentionally damage, destroy or adversely alter any living tree, deciduous or coniferous, on private land within the limits of the City of Wayzata in violation of this Section. Minn. Stat. §561.04 strictly prohibits intentional damage to trees on public property in any form and provides that whoever willfully and without lawful authority injures any tree, timber or shrub on City property is liable for~~

~~treble the amount of damages which may be assessed therefore. The City Forester and other City Staff shall not make any claims related to the structural integrity of any tree, and any assessments made related to a tree may not be relied upon by the property owner.~~

~~B. Violation: In addition to the remedies proscribed hereunder, uUnless expressly provided otherwise, it shall be a misdemeanor for any person to violate any provision of the City Code including this Section, any rule or regulation adopted in pursuance of any such provision, or any order lawfully enforcing the City Code or this Section. The term "misdemeanor" shall be as defined in Minn. Stat. §609.02, Subd. 3.~~

~~It shall also be a misdemeanor for any person to attempt to commit a misdemeanor or to cause, aid, assist, counsel or advise another to commit misdemeanor. Any person who commits a misdemeanor, upon conviction, shall be subject to the penalties therefore established by State Statute. Unless expressly provided otherwise, each act in violation of the City Code, including this Chapter, shall constitute a separate offense, and each and every day that such a violation occurs or continues shall constitute a separate offense.~~

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SECTION 36

TREE PRESERVATION

1. Purpose and Intent

The Wayzata City Council finds it is in the best interest of the City, and critical to its health and welfare, to protect, preserve, and enhance tree coverage in the City, and to encourage a resourceful and prudent approach to the development and alteration of wooded areas. To further these objectives, the City has established the comprehensive tree preservation regulations of this section, which are intended to:

A. Protect and preserve the natural environment and beauty of the City

B. Aid in the stabilization of soil by the prevention of erosion and sedimentation; reduce storm water runoff and the costs associated therewith and replenish ground water supplies; aid in the removal of carbon dioxide and generation of oxygen in the atmosphere; provide a buffer and screen against noise pollution; provide shade and the significant environmental benefit of counteracting the so-called "heat-island" effect; provide protection against severe weather; aid in the control of drainage and restoration of denuded soil subsequent to construction or grading; protect and increase property values; conserve and enhance the City's physical and aesthetic environment; provide a haven for birds, animals and flora to thrive; and generally protect and enhance the quality of life and the general welfare of the City.

C. Minimize tree and habitat loss and promote orderly development within wooded areas

D. Evaluate the impacts of development on trees and wooded areas

E. Establish minimal standards for tree preservation and the mitigation of environmental impacts resulting from tree removal

F. Recognize that Heritage Trees are valued and special trees for the City of Wayzata due to their size and age and encourage that all possible measures be taken to preserve Heritage Trees.

G. Encourage the preservation of the maximum amount of trees possible and recognize that a certain amount of Significant Trees removal is sometimes necessary when construction, maintenance, redevelopment and similar activity occurs on a property, and that additional tree removal may occur after the construction of new houses or commercial developments, or the expansion of existing homes or commercial developments, but to a lesser degree than the original development.

H. Provide incentives for creative land use and environmentally compatible site design to preserve trees and minimize tree removal during development

2. Definitions

For purposes of this section, the following definitions shall apply:

A. **"City Forester"** means that person appointed by the City Manager as the City Forester with the duties and qualifications listed in Section 710.02.

B. **"Coniferous Tree"** means a woody plant bearing seeds and cones oftentimes, but not always, retaining foliage throughout the year.

C. **"Construction Area"** means any area in which movement of earth, alteration in topography, soil compaction, disruption of vegetation, change in soil chemistry, or any other change in the natural character of the land occurs as a result of site preparation, grading, building construction or any other construction activity.

D. **"Critical Root Zone"** means the area around a tree measured from the trunk of the tree with a radius that is equal to 1.5 feet (1.5') for each one inch (1") of DBH of the tree. For example, if a tree's DBH is 10 inches, then its critical root zone radius is 15 feet (10 x 1.5 = 15).

E. **"Deciduous Tree"** means a woody plant which has a defined crown, and which loses leaves annually.

F. **"Diameter of Tree at Breast Height" or "DBH"** means the diameter of a tree as measured 4½ feet (54 inches) above the ground. Trees that branch near or below 4 ½ feet from the ground will be measured at the narrowest point below 4 ½ feet. Trunks that originate from the ground shall be considered separate trees. The City Forester shall have the final determination in the DBH calculation if there is a question of how it is to be measured.

G. **“Hardwood Deciduous Tree”** means a Deciduous Tree recognized as hardwoods by the City Forester, including ironwood, catalpa, oak, maple (hard), walnut, ash, hickory, birch, black cherry, hackberry, locust and basswood.

H. **“Healthy Tree”** means the average or better condition and vitality for the area as determined by the City Forester.

I. **“Heritage Tree”** means a Healthy Softwood Deciduous Tree that is thirty inches (30") or greater in DBH , a Healthy Hardwood Deciduous Tree that is twenty five inches (25”) or greater in DBH, or a Healthy Coniferous Tree that is twenty five inches (25”) or greater in DBH.

J. **“Landscape Architect”** means a person licensed by the State of Minnesota as a landscape architect.

K. **“Nursery Stock Dealer” or “Nursery Stock Grower”** means a person licensed by the State of Minnesota as a nursery stock dealer or a nursery stock grower.

L. **“Public Infrastructure”** means:

1. Collector or arterial roads as defined by the City Transportation Plan;

2. Public recreational trails;

3. Stormwater infrastructure;

4. Trunk utility infrastructure as described in the Comprehensive Sewer or Water Plans; or

5. Any Essential Service Structure or public improvement.

M. **“Removal”, “Removed” or “Tree Removal”** means:

1. Manual, mechanical, chemical, or abiotic or biotic (fire, water, insects or inoculation) methods which results in the physical removal of a tree; or

2. Grading impact, compaction, or other damage of more than 40% of a tree’s Critical Root Zone; or

3. Excessive pruning that, in the opinion of the City Forester, severely impacts the long term survivability of the tree; or

4. Any other impact to a tree that, in the opinion of the City Forester, comprises the long term health or structural stability of a tree.

N. **“Significant Tree”** means a Healthy Deciduous Hardwood Tree that is six inches (6”) or greater in DBH, a Healthy Softwood Deciduous Tree that is twelve inches (12”) or greater in DBH, or a Healthy Coniferous Tree that is twelve feet (12’) or greater in height or twelve inches (12”) or greater in DBH.

O. **“Site Plan”** means the site plan described in this Section.

P. **“Softwood Deciduous Tree”** means a Deciduous Tree recognized as softwoods by the City Forester, including cottonwood, poplar/aspen, box elder, willow, silver maple and elm.

Q. **“Tree Preservation Plan”** means the tree preservation plan described in this Section.

R. **“Tree Replacement Plan”** means a part of a Tree Preservation Plan as described in this Section.

3. Applicability

The provisions of this Section shall apply only to land for or on which there is (i) an application under the Subdivision Ordinance; (ii) construction or maintenance of Public Infrastructure; (iii) construction of a new single-family home; (iv) expansion of an existing single family home; (v) a use requiring a land disturbance permit; and/or (vi) an application under the Design Standards, or such is required.

A. <u>Subdivision, Public Infrastructure, Construction of Single-Family Home:</u> The following specific standards shall apply to all land for or on which there is (i) an application under the Subdivision Ordinance; (ii) construction or maintenance of Public Infrastructure; (iii) construction of a new single-family home:

1. <u>Heritage Trees:</u> All possible measures must be taken to preserve Heritage Trees. Heritage Tree removal may occur only when there is not a practical alternative. There shall be a zero percent (0%) removal threshold of Heritage Trees, meaning every DBH inch of Heritage Tree removed requires full replacement in accordance with the standards within Section 801.36.7, in addition to any other requirements hereunder.

2. <u>Significant Trees:</u> Twenty five percent (25%) of the existing DBH inches of Significant Trees can be removed pursuant to a Tree Preservation Plan without obligation of replacement. Any tree removal beyond twenty five percent (25%) will require replacement in accordance with the standards of Section 801.36.7.

3. <u>Public Infrastructure:</u> The City Council may waive the tree replacement requirements of this Section for Public Infrastructure construction and maintenance projects if the City Council makes a finding that the tree

replacement requirements hereof would create an undue financial or other burden, and the public benefits of the Public Infrastructure project outweigh the benefits of the tree replacement required in this Section.

B. Expansions to Single-Family Homes, Land Disturbance Permits, and Design Review: The following specific standards shall apply to all land for or on which there is (i) expansion of an existing single family home; (ii) a use requiring a land disturbance permit under City Code Section 409.05; and/or (iii) an application under the Design Standards, or such is required under City Code Section 801.09.1.5.B:

1. Heritage Trees: All possible measures must be taken to preserve Heritage Trees. Heritage Tree removal may occur only when there is not a practical alternative. There shall be a zero percent (0%) removal threshold of Heritage Trees, meaning every DBH inch of Heritage Tree removed requires full replacement in accordance with the standards within Section 801.36.7 in addition to any other requirements hereunder.

2. Significant Tree Removal: Ten percent (10%) of the existing DBH inches of Significant Trees can be removed without obligation of replacement. Any removal beyond ten percent (10%) will require replacement in accordance with the standards within Section 801.36.7.

C. Types of Trees Exempt From Replacement Requirements: The following types of trees shall not require any tree replacement under Section 801.36.7:

1. Dead, Diseased, Dying, or Hazard Trees as determined by the City Forester; or

2. Trees that are transplanted from the site to another appropriate location within the City, as approved by the City Forester; or

3. Trees that were planted as part of a commercial business, such as a tree farm or nursery; or

4. Trees that are structurally unstable and pose a risk to people or permanent structures, as deemed by a certified arborist with a Tree Risk Assessment Qualification and the City Forester

4. Process

A. Construction of or Expansion to Single-Family Homes and Land Disturbance Permits: For construction of a single-family home, expansion to an existing single-family home, or when a Land Disturbance Permit is required, a Site Plan must be submitted to the City prior to any tree removal on the applicable property. The Site Plan must:

1. Identify the Significant and Heritage Trees on the property.

2. Identify the Significant and Heritage Trees to be removed due to grading or construction.

3. Identify the tree protection measures outlined in Section 801.36.6 and any additional measures that will be used to protect the preserved trees during grading or construction on the property.

4. Comply with the City's tree replacement procedure and requirements set forth in this Section.

The Site Plan must receive the approval of the City Forester prior to the removal of any trees on the property. Any denial of a Site Plan by the City Forester may be appealed to the City Council.

B. Subdivision, Public Infrastructure, and Design Review: Unless otherwise determined by the City Council, the following process shall be required for all Subdivision applications, Public Infrastructure construction and maintenance projects, and projects that require Design Standards review and approval:

1. Prepare a Tree Preservation Plan that is incorporated on the grading plan, which meets the requirements of Section 801.36.5.

2. Implement the Tree Preservation Plan prior to and during site development.

3. Submit a financial guarantee for compliance with the approved Tree Preservation Plan in accordance with Section 801.36.8.

4. Comply with the City's tree replacement procedure and requirements set forth in Section 801.36.7.

5. Obtain certification of the Tree Preservation Plan by a Forester, Landscape Architect, Nursery Stock Dealer or a Nursery Stock Grower.

5. Tree Preservation Plan

When a Tree Preservation Plan is required under this Section, an applicant is responsible for implementing the approved Tree Preservation Plan prior to and during site grading, construction, development or other activity on the property. The Tree Preservation Plan will be reviewed by the City Forester and may be reviewed by other City planning and engineering staff to assess the best overall tree plan for the project and activities involved, taking into account the preservation, renewal and health of Significant and Heritage Trees, and ways to enhance the efforts to mitigate damage to the trees on the property and the natural environment. The applicant is encouraged to meet with City staff prior to submission of a Subdivision application, application for a Public Infrastructure maintenance or construction project, or Design Standard review and approval application to determine the placement of buildings, parking, driveways, streets, storage and other physical features which result in the fewest Significant and Heritage Trees being destroyed or damaged. The Tree Preservation Plan must include the following items:

A. The name(s) and address(es) of property owners and applicants

B. Delineation of the buildings, structures, impervious surfaces, utilities, and other site improvements situated on the property or proposed for the property

C. Delineation of all areas to be graded and limits of land disturbance on the property, including the contouring of all areas to be graded

D. Size, species, location and condition of all Significant and Heritage Trees presently located on the property, as well as on adjacent properties where the Critical Root Zones of the trees are within the proposed Construction Area. The size of Deciduous Trees must be recorded in DBH and the size of Coniferous Trees must be recorded both in DBH and approximate height.

E. Identification of all Dead, Diseased, Dying and Hazard Trees on the property

F. The Critical Root Zone of all Significant and Heritage Trees proposed to be preserved on the property and adjacent properties

G. Identification of all Significant and Heritage Trees proposed to be removed within the Construction Area

H. Identification of all Significant and Heritage Trees on all individual lots comprising the property. The Developer must submit a list of all lot and block numbers identifying those lots.

I. Measures to protect Heritage and Significant Trees as outlined in Section 801.36.6.

J. Size, species, and location of all replacement trees to be planted on the property in accordance with the tree replacement standards of Section 801.36.7

K. Signature of the person preparing the Tree Preservation Plan and statement which includes acknowledgment of the fact the trees to be used as replacements are appropriate species with respect to survival of the replacement trees

6. Tree Protection Measures

A. <u>Mandatory Protection:</u> Measures to preserve or protect Significant and Heritage Trees which are required under this Section are:

1. Installation of snow fencing, silt fence, or polyethylene laminate safety netting placed at the Critical Root Zone of Significant and Heritage Trees to be preserved on or adjacent to the property.

2. Identification of any oak trees requiring pruning between April 1 and July 15; any oak trees so pruned are required to have any cut areas sealed with an appropriate, non-petroleum based tree wound sealant, such as shellac.

B. <u>Discretionary Protection:</u> Measures to preserve or protect Significant and Heritage Trees which may be required by the City include, but are not limited to:

1. Installation of retaining walls or tree wells to preserve trees by eliminating the filling or cutting of soil within Critical Root Zones of Significant and Heritage Trees on or adjacent to the property.

2. Placement of utilities in common trenches outside of the Critical Root Zone of Significant and Heritage Trees, or use of tunneled installation.

3. Prevention of change in soil chemistry due to concrete washout and leakage or spillage of toxic materials, such as fuels or paints.

4. Use of tree root aeration, fertilization, and irrigation systems when appropriate.

5. Transplanting of Significant Trees into a protected area for later moving into permanent location within the Construction Area.

6. Safety pruning for people working within the construction limits and for the trees involved.

7. Tree Replacement Standards

A. <u>Tree Replacement Formula:</u>

1. All Significant Trees removed that exceed the percentage of allowable removal of Significant Trees as set in Section 801.36.3, shall be replaced at the minimum ratio of one caliper inch (1”) per one inch (1”) of DBH removed.

2. All Heritage Trees removed must be replaced at the minimum ratio of two caliper inches (2”) per one inch (1”) of DBH removed.

B. Size, Types and Diversification of Replacement Trees: Unless an approved Tree Preservation Plan sets forth a different requirement, all replacement trees must be of a similar species to those that are removed. A Tree Replacement Plan must include a diversity of tree species that are suitable for the property given soil conditions, hydrology, topography, and tree pathogens. Replacement trees must be no less than the following sizes:

1. Deciduous Trees shall be no less than two and a half caliper inches (2.5”); and

2. Coniferous Trees shall be no less than six feet (6') in height.

C. Recommended Tree Replacement Species: In order to encourage a diverse tree canopy in the City, the following list of tree species are recommended for planting as part of a Tree Replacement Plan:

Arborvitae
Black cherry
Butternut
Cedar
Elm (disease resistant)
Fir
Hackberry
Hickory
Hemlock
Kentucky Coffee
Linden/Basswood
Maple (except Silver Maples)
Oak
Pine
Spruce (except Colorado Blue)
Tamarack
Walnut

D. Prohibited Tree Replacement Species: The Tree Replacement Plan may not include any tree species included in the Minnesota Department of Natural Resources Terrestrial Invasive Species List.

E. Other Replacement Tree Standards: Choice of replacement trees species and location of the trees should also take into account the following information:

1. Soil Composition: Comparisons should be made between soil conditions and the ecology of the proposed species to make sure they are compatible.

2. Spatial Requirements: The potential height and crown spread of the proposed replacement trees should be known. Generally, half of the adult

tree crown diameter is the amount of distance a tree should be planted from any aboveground objects.

3. Pathogen Problems: Appropriate replacement choices shall also consider insect and disease problems that may be common with particular species in the part of the state in which the City of Wayzata is located.

E. Fee-In-Lieu Of Tree Replacement Or Replacement Trees Planted In Public Areas: The City recognizes that there may be instances where the total amount of tree replacement required under this section cannot occur on the property in which Tree Removal is occurring. In those instances, the City may, at its option, accept a fee-in-lieu of tree replacement or allow the planting of replacement trees in public areas. Tree replacement is encouraged to happen on site as much as possible and fee in lieu-of-tree replacement should be used only when replacement on site is not feasible. The amount of fee-in-lieu of tree replacement will be determined annually by the City Council and be included in the City fee schedule.

8. Financial Guarantee

A. Financial Guarantee: The City may, at its option, withhold a certificate of occupancy or require cash escrow or a letter of credit satisfactory to the City in the amount of one hundred ten percent (110%) of the value of the tree replacement, securing the full performance of Tree Preservation Plan and the Tree Replacement Plan. The amount of such security shall be calculated by the fee-in-lieu of tree replacement schedules. The financial security shall be sufficient to cover the costs of the replacement trees planted, including any needed replacement of the trees over a three (3) year period.

B. Use of Financial Guarantee: If the approved Tree Preservation Plan or Site Plan, including the Tree Replacement Plan, is not followed and implemented for any reason, the City may use the financial guarantee to correct or complete the plan, and may enter the property as needed to make such corrections or completions.

C. Release of Financial Guarantee: The City Forester shall periodically review the financial securities provided under this Section, inspect the applicable trees, and release the financial securities according to the following schedule:

1. Within 30 days of installation of all replacement trees according to an approved Tree Replacement Plan: 50% of the financial guarantee for those trees shall be released.

2. After the first anniversary of such initial planting, if an inspection by the City Forester determines that the installed trees are still healthy: 15% of the financial guarantee for such healthy trees shall be released.

3. After the second anniversary of initial planting, if an inspection by the City Forester determines that the installed trees are still healthy: 15% of the financial guarantee for such healthy trees shall be released.

4. After the third anniversary of initial planting, if an inspection by the City Forester determines that the installed trees are still healthy: 20% or the remaining amount of the financial guarantee for such healthy trees shall be released.

WAYZATA PLANNING COMMISSION

May 1, 2017

REPORT AND RECOMMENDATION ON AN ORDINANCE AMENDING SECTION 36 OF THE WAYZATA ZONING ORDINANCE (TREE PRESERVATION) AND AMENDING WAYZATA CITY CODE CHAPTER 710 (PLANTING, MAINTENANCE AND REMOVAL OF TREES)

RECOMMENDATION

APPROVE amendments to clarify and update City Code related to trees

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REPORT

Section 1. BACKGROUND

1.1 General. Since the City's adoption in 2016 of a comprehensive Tree Preservation Ordinance (City Code 801.36) and related revisions to existing City Code on Planting, Maintenance and Removal of Trees (City Code, Ch. 710), the Planning Commission and City staff have identified several areas of these ordinances that could be clarified and changed to better address the policy goals behind the ordinances. Based on the foregoing, staff has prepared a draft ordinance attached to this Report as Attachment A and Attachment B which would amend parts of Section 801.36 of the Zoning Ordinance and parts of Chapter 710 of City Code (collectively, the "Proposed Amendments").

1.2 Public Hearing. The Planning Commission held a public hearing on the Proposed Amendments on May 1, 2017. Notice of Public Hearing on the Proposed Amendments was published in the *Lakeshore Weekly News* on April 20, 2017.

Section 2. LEGAL AUTHORITY AND STANDARDS

2.1 City Council has the discretion and authority under state law and City Code to amend the City's Zoning Ordinance and other parts of City Code. Minn. Stat. Sec. 462.357; Wayzata City Code Section 801.03. A zoning ordinance amendment may be initiated by the governing body, the planning agency or by a property owner. Minn. Stat. Sec. 462.357, Subd. 4; City Code Section 801.03.

2.2 Under the City's Zoning Ordinance, the City Council acts on any proposed amendment upon receiving the report and recommendation of the Planning Commission. Sec. 801.03.2. In considering a proposed amendment to the Zoning Ordinance, the Planning Commission shall consider the possible adverse effects of the proposed amendment. Its judgment shall be based upon (but not limited to) the following factors:

1. The proposed action in relation to the specific policies and provisions of the official City Comprehensive Plan.
2. The proposed use's conformity with present and future land uses of the area.
3. The proposed use's conformity with all performance standards contained herein (i.e., parking, loading, noise, etc.).
4. The proposed use's effect on the area in which it is proposed.
5. The proposed use's impact upon property value in the area in which it is proposed.
6. Traffic generation by the proposed use in relation to capabilities of streets serving the property.
7. The proposed use's impact upon existing public services and facilities including parks, schools, streets, and utilities, and the City's service capacity.

Wayzata City Code Section 801.03.2.F.

Section 3. FINDINGS

3.1 Based on the studies and reports of City Staff, comments and information presented at the public hearing on the Proposed Amendments, and information provided by the City Forester and other City staff, the Planning Commission of the City of Wayzata makes the following findings with respect to the Proposed Amendments:

1. The Proposed Amendments would not allow a use that would contravene any specific policies and provisions of the official City Comprehensive Plan.

2. The Proposed Amendments would only allow uses that conform to present and future land uses in the City's business and commercial districts.

3. The Proposed Amendments would not allow uses that do not conform with the performance standards contained in the Zoning Ordinance (parking, loading, noise, etc.).

4. The Proposed Amendments would not allow uses that would have a negative impact on the areas in which they are proposed in that the Proposed Amendments would reasonably regulate and preserve the City's vital natural resources and the urban forest.

5. The Proposed Amendments will not negatively impact upon property values in the City.

6. The Proposed Amendments will not allow any use that would have a negative impact traffic generation in the City.

7. The Proposed Amendments will not allow a use that would negatively impact existing public services and facilities and would provide a framework for needed telecommunications services in the City.

Section 4. Recommendation

4.1 Proposed Amendments. Based on the Findings of this Report, the Planning Commission recommends approval of the Proposed Amendments, as set forth in Attachment A and Attachment B.

Adopted by the Wayzata Planning Commission this 1st day of May, 2017.

Voting In Favor: Buchanan, Flannigan, Murray, Young
Voting Against: Gonzalez, Gruber
Abstaining: None
Absent: Iverson

Attachment A: Section 801.36 (~~struck~~ text deleted; underlined text added)
Attachment B: Chapter 710 (~~struck~~ text deleted; underlined text added)

Attachment A:

Section 801.36

Attachment B:

Chapter 710