

WAYZATA CITY COUNCIL MEETING AGENDA
Wayzata City Hall Community Room, 600 Rice Street
Tuesday, September 5, 2017

4:30 PM Dinner Available for Wayzata City Council - Conference Room

WORKSHOP TOPICS FOR DISCUSSION:

1. Discuss Redevelopment Plans along Lake Street West of Manitoba
- Workshop Meeting with the Housing and Redevelopment Authority (HRA) and Planning Commission (5:00 PM)
2. Honors Plaza Committee Update (6:30 PM or immediately following)

7:00 PM - CITY COUNCIL MEETING

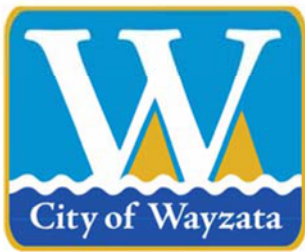
ITEM	DESCRIPTION	PRESENTER	DK	ST	KW	JM	AP	VOTE	PAGE #
1	Call to Order								
2	Pledge of Allegiance								
3	Roll Call								
4	Approve Agenda								
5	Public Forum - 15 Minutes (3 min/person)								
a.	JJ Hill Days Update	Becky Pierson							
6	New Agenda Items (3 min/councilmember) - 1. Councilmember 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 August 14, 2017 & August 15, 2017; and City Council Regular Meeting Minutes of August 15, 2017								
b.	Approval of Check Register								
c.	Approval of Municipal Licenses								
d.	Approval of Resolution No. 35-2017 Approving an Extension of Zoning Approvals at 630 Bushaway Rd								
e.	Approval of Resolution No. 34-2017 Approving an Extension of the Zoning Approvals, and Re-approving the Final Plat for Broadway Place at 326 & 332 Broadway Ave S								
f.	Approval of a Utility Rate Study Proposal from AEM Financial Solutions, LLC								
8	Public Hearing								
a.	PUBLIC HEARING AND CONSIDER APPROVAL of Resolution No. 36-2017 Adopting the Modification to TIF District No. 3 (Widsten)	Dahl							115
9	New Business								
a.	Consider Approval of JW Anderson Memorial Concept Design and Authorization of Staff to Solicit Bids	Dahl							204
b.	Consider Approval of Resolution No. 32-2017 Certifying to the County Auditor the Preliminary Property Tax Levy for 2018	McDonald							208
c.	Consider Approval of Resolution No. 33-2017 Adopting Municipal Fees for 2018	Dahl							238
d.	Consider Approval of Proposal for Design Services for Superior/Wayzata Blvd. Intersection	Kelly							254
10	City Manager's Report and Discussion Items								
11	Public Forum (as necessary)								
12	Adjournment								

Meeting Rules of Conduct:

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

Upcoming Meetings:

City Council - September 19 & October 3, 2017
Planning Commission - September 6 & September 18, 2017



City of Wayzata City Council Agenda Report

MEETING DATE: September 5, 2017	AGENDA ITEM: 7a
TITLE: Approval of City Council Workshop Meeting Minutes of August 14, 2017 and August 15, 2017; and City Council Regular Meeting Minutes of August 15, 2017	
PROPOSED MOTION: To Approve the City Council Workshop Meeting Minutes of August 14, 2017 and August 15, 2017; and City Council Regular Meeting Minutes of August 15, 2017	
PREPARED BY: Becky Malone, 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 August 14, 2017 and August 15, 2017
2. Draft City Council Meeting Minutes of August 15, 2017

WAYZATA CITY COUNCIL
DRAFT – SPECIAL WORKSHOP MEETING MINUTES
August 14, 2017

4:00 PM Discussion of 2018 Enterprise Funds Budgets

Mayor Willcox called the meeting to order at 4:00 pm in the Community Room at Wayzata City Hall. Council Members present: Koch, McCarthy, Tyacke and Plechash. Also present: City Manager Dahl, Senior Accountant Ovshak, Director of Public Service Dudinsky, Motor Vehicle Manager Heider, Bar & Grill General Manager Pietrini, Liquor Store General Manager Castellano, and Financial Consultant Steve McDonald with AEM.

Mr. McDonald outlined the draft enterprise budgets for 2018.

Mr. McDonald reviewed the WCTV budget and the need for updated equipment despite a decrease in the cable franchise fees.

Mr. McDonald asked each department head to review their individual budgets with the group.

Mr. Heider reviewed the Motor Vehicle Department budget which reflects an anticipated loss in commissions for 2018. He stated the new State of MN software which was installed earlier this month has caused a dramatic increase to the processing time required for transactions, resulting in decreased productivity. He indicated a need for additional staffing due to this increase in processing time workload. The group discussed the possibility of expanding their office space to accommodate passport processing, allowing more counter space for their licensing operations.

Mr. Dudinsky discussed the water, sewer and stormwater budgets. The water and sewer budgets presented show a deficit. This proposed budget reflects a 5 percent rate increase for all three funds. Mr. Dudinsky indicated that as directed by the Council at a previous workshop meeting, AEM will conduct a water, sewer and stormwater rate study later this year.

Ms. Ovshak discussed the solid waste budget and indicated that this budget reflects a 5 percent rate increase. The City has experienced an increase in spring cleanup costs due to an increase in participation by residents. The group discussed how the solid waste budget could be reduced, including a discussion about more cost effective spring cleanup options. The Council was in favor of the rate increase in order to keep the current communitywide services.

Mr. Pietrini explained how he arrived at the 2018 restaurant budget, which reflects a 3 percent increase over 2017. He indicated that with the completion of the parking ramp, the restaurant has seen an increase in customer volume. Pricing strategies were discussed, and the council supported a menu with affordable pricing options for families. Mr. Pietrini stated that in an effort to reduce kitchen staff turnover, and maintain consistent food quality, he has increased the hours for part-time kitchen staff. Due to the affordable care act, this strategy has resulted in an increase in employee health insurance costs. In an effort to increase the seating capacity of the restaurant, patio expansion plans were also discussed. The Council was in favor of this suggestion.

Mr. Castellano stated the liquor store budget for 2018 reflects no increase in revenues over 2017 due to anticipated competition slated to open in an adjacent community. Strategies for increased sales were discussed.

The Council indicated support for the draft budgets as presented.

The workshop meeting was adjourned at 5:55 pm.

1 Respectfully submitted,
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5 Becky Malone
6 City Clerk

DRAFT

WAYZATA CITY COUNCIL
DRAFT - WORKSHOP MEETING MINUTES
August 15, 2017

5:45 PM Update on Telecom Negotiations

Mayor Willcox called the meetings to order at 5:45 pm in the Community Room at Wayzata City Hall. Council Members present: Koch, McCarthy, Plechash and Tyacke. Also present: City Manager Dahl, Director of Planning & Building Thomson, Director of Public Service Dudinsky, City Attorney Schelzel, and City Attorney Kaminski.

Mr. Dudinsky updated the group on the contract negotiations with the four existing telecom tenants for relocation of their facilities from the water tower to the new mono pole tower. He stated that verbal agreements have been successfully negotiated, but not finalized, with Verizon, AT&T and Sprint. Discussions continue with T-Mobile.

6:15 PM (or immediately following) Tree Ordinance Amendment

Mayor Willcox introduced this item at 6:15 pm.

Mr. Thomson stated that during the Council's review of the tree ordinance amendment, the Council asked staff to review alternatives to a tree removal permit requirement. During the ordinance review, the Council indicated that they support the "clean-up" amendments to the tree ordinance. There was also general consensus that mass tree removal or clear cutting of properties is not a wide spread issue in the City, but the City should consider tools to prevent tree removal in advance of a development application or the mass clearing of property in the worst-case scenarios. However, the Council indicated that the solutions should not overly burden property owners, or create unnecessary regulatory and permit requirements.

Mr. Thomson stated that based on the feedback and direction of the Council, City staff has outlined the following options for the Council's consideration regarding tree removal permits and enforcement.

Tree Removal Permit Options:

- Option A: No permit required for any tree removal
- Option B: Permit required for construction or development projects (A permit would not be needed to remove trees if no construction or development is proposed)
- Option C: Permit required for tree removal beyond an established threshold
- Option D: Permit required for any tree removal

Mr. Thomson reviewed other benefits of having a tree removal permit including:

- Enforcing tree contractor license requirement
- Preventing tree removal on City property or City right of way
- Ensuring tree removal is occurring on owner's property
- Enforcing other tree preservation requirements in the ordinance, e.g. Shoreland District

Mr. Thomson reviewed the following enforcement considerations:

Maximum Tree Removal Threshold

The City's prior tree ordinance (before the 2016 amendment) included a maximum tree removal threshold for all properties. The prior ordinance allowed tree removal up to 32 inches of trees per acre of property in any 12 month period. This threshold was removed in the 2016 amendment, so the current tree ordinance does not prohibit mass tree removal or clear cutting trees on a property if no development or construction

1 is proposed. Even if the City required a permit for tree removal beyond a certain threshold, it would not
2 prohibit the removal since it is not prohibited in the current ordinance. Therefore, if a property owner clear
3 cut a property, the City could take enforcement action for not obtaining a tree removal permit, but not for
4 the tree removal itself.

5
6 Trees Removed Prior to Development Application

7 The current tree ordinance also does not prohibit a property owner from removing trees in advance of a
8 development application. To address this issue, City staff had recommended adding a look-back clause for
9 development applications. The look-back clause could be administered two ways. First, a tree removal
10 permit requirement for any tree removal would allow the City to track tree removal over time. Therefore,
11 when a development application is submitted to the City, the City would be aware of any tree removal that
12 occurred within the look-back period. The second option is include the look-back clause, but not require a
13 tree removal permit. In this case, the look-back clause would be a deterrent to a property owner removing
14 trees prior to development, and the City could still enforce the look-back clause during review of the
15 development application if we obtained documentation of the tree removal when it occurred.

16
17 The Council indicated support for a look-back clause being added to the ordinance, and updating the
18 ordinance so that a tree removal permit is not required for tree removal that is not being done as part of a
19 construction project that requires a grading or building permit.

20
21 The workshop meetings were adjourned at 6:55 pm.

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23 Respectfully submitted,

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27 Becky Malone
28 City Clerk

WAYZATA CITY COUNCIL
DRAFT - MEETING MINUTES
August 15, 2017

AGENDA ITEM 1. Call to Order.

Mayor Willcox called the meeting to order at 7:00 p.m.

AGENDA ITEM 2. Pledge of Allegiance.

AGENDA ITEM 3. Roll Call.

Council Members present: Koch, McCarthy, Plechash and Tyacke. Also present: City Manager Dahl, Director of Planning and Building Thomson, and City Attorney Schelzel.

Mayor Willcox stated the Council met in Workshop prior to the meeting and discussed the telecom negotiations and the tree ordinance amendment.

AGENDA ITEM 4. Approve Agenda.

Mrs. McCarthy made a motion, seconded by Mr. Plechash, to approve the agenda. There was no further discussion. The motion carried 5/0.

AGENDA ITEM 5. Public Forum.

a. Swearing in Ceremony for Police Officer Brandon Haapoja

City Manager Dahl administered the oath of office to Police Officer Brandon Haapoja.

Chief of Police Risvold introduced Officer Haapoja.

Officer Haapoja thanked the Council, Chief Risvold, coworkers, and others for their support.

Mayor Willcox welcomed Officer Haapoja to the Wayzata community and thanked the Police Department and Fire Department for keeping the citizens safe.

Laurie Clark, 215 Barry Avenue, commented she lives in the Wayzata Villa Complex where there are 140 homeowners. She moved to this neighborhood because she wanted to be in the woods. A resident there has taken out 50 trees, some of which were not diseased, and he plans to take out 50 more. They are part of the Watershed District, and have started a petition.

AGENDA ITEM 6. New Agenda Items.

Mr. Tyacke commented he has heard a lot of complaints about the bird droppings on the outer dock at the Wayzata beach. He commented that it looks terrible and is hazardous. He requested an update on dock clean up and how often it is done.

City Manager Dahl responded that he will relay to staff that the docks need to be cleaned, and will also update the council via email regarding how often the dock is cleaned.

Mayor Willcox thanked Mayor Pro Tem Tyacke for leading the last Council meeting.

AGENDA ITEM 7. Consent Agenda.

Mr. Tyacke referred to item 7(f), and expressed appreciation for all the volunteer work that has gone into that project.

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

- a. Approval of City Council Workshop Meeting Minutes of August 2, 2017 and City Council Regular Meeting Minutes of August 2, 2017
- b. Approval of Check Register

- c. Approval of Municipal Licenses
 - d. Police Activity Report
 - e. Building Activity Report
 - f. Approval Resolution No. 31-2017, Authorizing Application and Primary Contact for Landscaping along the West Bend Loop from TH 12 to Wayzata Boulevard
 - g. Approval of Contract with LHB for Blight Study of Properties on Lake Street between Manitoba Avenue and Ferndale Road
- There was no further discussion. The motion carried 5/0.

AGENDA ITEM 8. Public Hearing.

a. Public Hearing and Consider Approval of an On-Sale Intoxicating Liquor License and Sunday On-Sale Liquor License for Shake and Bake LLC DBA “Benedict’s” at 845 Lake Street

City Manager Dahl reported on this item and stated staff recommends approval of both liquor licenses.

Michael Rakun, owner, introduced Scott Gardiner, owner, and Karen Ingram, General Manager. He commented they are excited to be in Wayzata. They will serve breakfast and lunch on weekdays and brunch on the weekends. They plan to open in September, and will be open from 6:30 a.m. to 3:00 p.m. daily. The menu will have eggs, pancakes, sandwiches and salads. The space is broken up into sections and will seat 139 people. He retains some ownership at Mill Valley Kitchen in St. Louis Park, and they have a restaurant in downtown Minneapolis called Mercy.

Mr. Plechash inquired if there will be eggs benedict on the menu. Mr. Rakun responded it will be part of the menu.

Mayor Willcox commented people have been wanting a good breakfast spot since Sunsets closed.

City Manager Dahl inquired if they will have any outdoor seating.

Mr. Rakun responded they will look further into it next spring and will contact Director of Planning and Building Thomson at that time.

Mayor Willcox opened the public hearing at 7:21 p.m. There being no input, Mayor Willcox closed the public hearing at 7:22 p.m.

Mr. Tyacke made a motion, seconded by Mr. Koch, to approve an On-Sale Intoxicating Liquor License and Sunday On-Sale Liquor License for Shake and Bake LLC DBA “Benedict’s” at 845 Lake Street. There was no further discussion. The motion carried 5/0.

AGENDA ITEM 9. New Business.

None.

AGENDA ITEM 10. City Manager’s Report and Discussion Items.

a. Upcoming Events/Announcements

- The University of Minnesota football team event that was supposed to take place tomorrow on Wayzata Beach has been postponed due to weather.
- The Cambria Concert on Ferndale Road will take place on Thursday and will feature the Zac Brown Band and fireworks. The boarding and loading of busses will take place offsite and times have been restricted. The party planners began working through a lot of details six months ago with Chief Risvold, Director of Public Service Dudinsky, and Fire Chief Klapprich.
- The Comprehensive Plan 2040 engagement process is underway. He reminded residents to fill out the survey found on the City website or at www.wayzata.org/wayzata2040. The survey takes about 15 minutes, and is for all community members to fill out. Mayor Willcox advised this survey focuses on the

entire City, and is different than the survey for Lake Effect, which only focused on the waterfront area.

- Mr. Dahl advised he and Future iQ staff will be at the Farmer's Market on Thursday and at James J. Hill days to get the word out about the survey and Think Tank engagement sessions.
- Mr. Dahl requested the Council let him know if they will ride on the fire truck during the James J. Hill Days parade.

b. Councilmember Updates/Announcements

Mayor Willcox referred to the tree ordinance, and the issue brought up by Ms. Clark. He inquired if anything would trigger in the current ordinance or the amendments they are considering if someone were to remove 50 trees.

Director of Planning and Building Thomson stated he does not know all the details. However, based on what he has heard, nothing would be triggered because they are not removing the trees in relation to a construction project and no permits are required. With the amendments discussed at the Workshop, the amendment relating to thresholds would apply.

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

There were no comments.

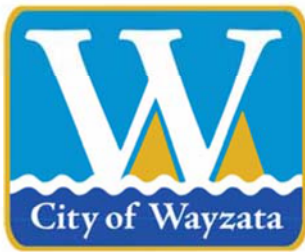
AGENDA ITEM 12. Adjournment.

Mrs. McCarthy made a motion, seconded by Mr. Tyacke to adjourn. There being no further business, Mr. Willcox adjourned the meeting at 7:31 p.m.

Respectfully submitted,

Becky Malone
City Clerk

Drafted by Shannon Schmidt
TimeSaver Off Site Secretarial, Inc.



City of Wayzata City Council Agenda Report

MEETING DATE: September 5, 2017	AGENDA ITEM: 7b
TITLE: Approval of Check Register	
PROPOSED MOTION: To Approve the Payment of Checks for August 2017	
PREPARED BY: Kathy Ovshak, Senior Accountant	
REVIEWED BY: Jeffrey Dahl, City Manager	

ACTION REQUESTED:

Staff recommends approval of the attached check register for August of 2017.

FINANCIAL OR BUDGET CONSIDERATION:

N/A

BACKGROUND:

N/A

ATTACHMENTS:

1. Check Detail Register—August 2017

***Check Detail Register©**

August 2017

			Check Amt	Invoice	Comment
10100 Anchor Bank					
Paid Chk#	106836	8/15/2017	ANDERSON HROMADA PAINTING &		
E 640-48000-401	Repairs/Maint Buildings		\$795.00	6/14/17	PATCH & PAINT WALLS
Total	ANDERSON HROMADA PAINTING &		\$795.00		
Paid Chk#	106837	8/15/2017	ARTISAN BEER COMPANY		
E 640-47000-253	Beer For Resale		\$443.05	3197747	BEER
E 640-47000-253	Beer For Resale		\$180.00	372061	BEER RESALE
Total	ARTISAN BEER COMPANY		\$623.05		
Paid Chk#	106838	8/15/2017	BAGY JO, INC.		
E 640-48500-217	Uniforms		\$168.75	17091	UNIFORM SHIRTS
E 640-48000-217	Uniforms		\$168.75	17091	UNIFORM SHIRTS
Total	BAGY JO, INC.		\$337.50		
Paid Chk#	106839	8/15/2017	BELLBOY BAR SUPPLY CORP.		
E 640-47000-251	Liquor For Resale		\$20.00	59496000	LIQUOR
E 640-47000-251	Liquor For Resale		\$601.58	60034900	LIQUOR
E 640-47000-259	Freight		\$14.65	60034900	FREIGHT
E 640-47000-251	Liquor For Resale		\$862.00	60143200	LIQUOR
E 640-47000-259	Freight		\$12.47	60143200	FREIGHT
E 640-47000-251	Liquor For Resale		\$10.00	95922600	LIQUOR
E 640-47000-210	Operating Supplies (GENERAL)		\$18.24	96231800	SUPPLIES
E 640-47000-254	Soft Drinks/Mix For Resale		\$36.00	96231800	MISC.MIX
Total	BELLBOY BAR SUPPLY CORP.		\$1,574.94		
Paid Chk#	106840	8/15/2017	BERNICK'S WINE		
E 640-47000-254	Soft Drinks/Mix For Resale		\$120.80	373549	MISC.MIX
E 640-47000-253	Beer For Resale		\$469.15	373550	BEER
Total	BERNICK'S WINE		\$589.95		
Paid Chk#	106841	8/15/2017	BOURGET IMPORTS		
E 640-47000-252	Wine For Resale		\$448.00	143718	WINE
E 640-47000-259	Freight		\$6.00	143718	FREIGHT
E 640-47000-252	Wine For Resale		\$232.00	143921	WINE
E 640-47000-259	Freight		\$3.00	143921	FREIGHT
Total	BOURGET IMPORTS		\$689.00		
Paid Chk#	106842	8/15/2017	BREAKTHRU BEVERAGE		
E 640-47000-251	Liquor For Resale		\$8,559.46	1080670098	LIQUOR
E 640-47000-259	Freight		\$100.28	1080670098	FREIGHT
E 640-47000-252	Wine For Resale		\$1,356.00	1080670099	WINE
E 640-47000-259	Freight		\$18.85	1080670099	FREIGHT
E 640-48000-251	Liquor For Resale		\$216.00	1080670252	LIQUOR
E 640-48000-252	Wine For Resale		\$325.17	1080670252	WINE
E 640-47000-251	Liquor For Resale		\$827.24	1080673471	LIQUOR
E 640-47000-252	Wine For Resale		\$72.00	1080673471	WINE
E 640-47000-259	Freight		\$13.65	1080673471	FREIGHT
E 640-47000-252	Wine For Resale		\$719.33	1080673472	WINE
E 640-47000-259	Freight		\$7.25	1080673472	FREIGHT
E 640-48000-252	Wine For Resale		\$195.00	1080673593	WINE
E 640-48000-251	Liquor For Resale		\$224.82	1080673593	LIQUOR
E 640-47000-252	Wine For Resale		\$1,560.00	1080673804	WINE
E 640-47000-259	Freight		\$7.25	1080673804	FREIGHT
Total	BREAKTHRU BEVERAGE		\$14,202.30		
Paid Chk#	106843	8/15/2017	BREAKTHRY BEVERAGE BEER		
E 640-48000-253	Beer For Resale		\$472.00	1090742953	BEER

***Check Detail Register©**

August 2017

			Check Amt	Invoice	Comment
E 640-47000-253	Beer For Resale		\$5,321.73	1090743061	BEER
E 640-47000-253	Beer For Resale		\$166.00	1090743062	BEER
E 640-48000-253	Beer For Resale		\$1,091.00	1090745955	BEER
Total	BREAKTHRY BEVERAGE BEER		\$7,050.73		
Paid Chk# 106844	8/15/2017	CAPITOL BEVERAGE SALES			
E 640-48000-253	Beer For Resale		\$862.00	1961312	BEER
E 640-47000-253	Beer For Resale		\$5,322.02	1965546	BEER
E 640-48000-253	Beer For Resale		\$544.00	1966322	BEER
Total	CAPITOL BEVERAGE SALES		\$6,728.02		
Paid Chk# 106845	8/15/2017	CASH - ANCHOR BANK			
G 640-10150	ATM		\$5,000.00	ATM FILL	ATM FILL
Total	CASH - ANCHOR BANK		\$5,000.00		
Paid Chk# 106846	8/15/2017	COCA-COLA			
E 640-47000-254	Soft Drinks/Mix For Resale		\$333.64	3601204270	MISC MIX
Total	COCA-COLA		\$333.64		
Paid Chk# 106847	8/15/2017	DAHLHEIMER DISTRIBUTING CO.			
E 640-47000-253	Beer For Resale		\$2,333.00	1294357	BEER
E 640-48000-253	Beer For Resale		\$353.00	1294358	BEER
E 640-48000-253	Beer For Resale		\$551.00	1298219	BEER
Total	DAHLHEIMER DISTRIBUTING CO.		\$3,237.00		
Paid Chk# 106848	8/15/2017	DENNYS 5TH AVENUE BAKERY			
E 640-48500-255	FOODIngredients For Resale		\$86.10	670993	FOOD
E 640-48500-255	FOODIngredients For Resale		\$89.90	671337	FOOD
E 640-48500-255	FOODIngredients For Resale		\$60.50	671709	FOOD
Total	DENNYS 5TH AVENUE BAKERY		\$236.50		
Paid Chk# 106849	8/15/2017	G & K SERVICES			
E 640-48500-217	Uniforms		\$263.02	6013607170	UNIFORMS & SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$81.63	6013607170	UNIFORMS & SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)		\$17.60	6013607170	UNIFORMS & SUPPLIES
E 640-48500-217	Uniforms		\$211.09	6013618201	UNIFORMS & SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$100.04	6013618201	UNIFORMS & SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)		\$17.60	6013618201	UNIFORMS & SUPPLIES
Total	G & K SERVICES		\$690.98		
Paid Chk# 106850	8/15/2017	GRAPE BEGINNINGS, INC.			
E 640-47000-252	Wine For Resale		\$1,253.80	MN00025041	WINE RESALE
E 640-47000-259	Freight		\$24.75	MN00025041	FREIGHT
E 640-47000-252	Wine For Resale		\$515.42	MN00025510	WINE RESALE
E 640-47000-259	Freight		\$4.50	MN00025510	FREIGHT
Total	GRAPE BEGINNINGS, INC.		\$1,798.47		
Paid Chk# 106851	8/15/2017	HOHENSTEINS INC.			
E 640-47000-253	Beer For Resale		\$255.00	909995	BEER RESALE
Total	HOHENSTEINS INC.		\$255.00		
Paid Chk# 106852	8/15/2017	JJ TAYLOR DISTRIBUTING OF MN			
E 640-48000-253	Beer For Resale		\$2,859.00	2671585	BEER
E 640-48000-253	Beer For Resale		(\$2,215.00)	2676439	BEER
E 640-47000-253	Beer For Resale		\$2,375.14	2723637	BEER
E 640-48000-253	Beer For Resale		\$502.40	2730155	BEER
E 640-47000-253	Beer For Resale		(\$242.90)	CK106363	BEER
Total	JJ TAYLOR DISTRIBUTING OF MN		\$3,278.64		

***Check Detail Register©**

August 2017

			Check Amt	Invoice	Comment
Paid Chk#	106853	8/15/2017	JOHNSON BROS.-ST.PAUL		
E 640-47000-252	Wine For Resale		\$4,560.00	5787205	WINE
E 640-47000-259	Freight		\$62.22	5787205	FREIGHT
E 640-47000-251	Liquor For Resale		\$847.50	5788383	LIQUOR
E 640-47000-259	Freight		\$9.76	5788383	LIQUOR
E 640-47000-252	Wine For Resale		\$3,523.70	5788384	WINE
E 640-47000-254	Soft Drinks/Mix For Resale		\$40.00	5788384	MISC.MIX
E 640-47000-259	Freight		\$64.66	5788384	FREIGHT
E 640-47000-251	Liquor For Resale		\$2,753.60	5789690	LIQUOR
E 640-47000-259	Freight		\$16.54	5789690	FREIGHT
E 640-47000-252	Wine For Resale		\$354.95	5789691	WINE
E 640-47000-259	Freight		\$8.54	5789691	FREIGHT
E 640-47000-251	Liquor For Resale		\$2,448.00	5789859	LIQUOR
E 640-47000-259	Freight		\$31.72	5789859	FREIGHT
E 640-47000-252	Wine For Resale		\$8,323.56	5789860	WINE
E 640-47000-259	Freight		\$96.38	5789860	FREIGHT
E 640-47000-251	Liquor For Resale		\$401.70	5790955	LIQUOR
E 640-47000-259	Freight		\$6.10	5790955	FREIGHT
E 640-47000-251	Liquor For Resale		\$122.00	5793767	LIQUOR
E 640-47000-259	Freight		\$1.26	5793767	FREIGHT
E 640-47000-252	Wine For Resale		\$4,960.30	5793768	WINE
E 640-47000-259	Freight		\$54.18	5793768	FREIGHT
E 640-47000-251	Liquor For Resale		\$1,693.32	5795114	LIQUOR
E 640-47000-259	Freight		\$14.81	5795114	FREIGHT
E 640-47000-252	Wine For Resale		\$145.45	5795115	WINE
E 640-47000-259	Freight		\$3.78	5795115	FREIGHT
Total JOHNSON BROS.-ST.PAUL			\$30,544.03		
Paid Chk#	106854	8/15/2017	KARLSBURGER FOODS, INC.		
E 640-48500-255	FOODIngredients For Resale		\$186.15	000443947	FOOD
Total KARLSBURGER FOODS, INC.			\$186.15		
Paid Chk#	106855	8/15/2017	LIBATION PROJECT		
E 640-47000-252	Wine For Resale		\$224.00	9786	WINE RESALE
E 640-47000-259	Freight		\$3.00	9786	FREIGHT
E 640-47000-252	Wine For Resale		\$96.00	9917	WINE RESALE
E 640-47000-259	Freight		\$1.50	9917	FREIGHT
Total LIBATION PROJECT			\$324.50		
Paid Chk#	106856	8/15/2017	M.AMUNDSON LLP		
E 640-47000-256	MISC.MDSE.RESALE		\$918.09	242191	CIGARETTES
Total M.AMUNDSON LLP			\$918.09		
Paid Chk#	106857	8/15/2017	MARGRON SKOGLUND WINE IMPORTS		
E 640-47000-252	Wine For Resale		\$88.00	20021566	WINE
E 640-47000-259	Freight		\$5.00	20021566	FREIGHT
tal MARGRON SKOGLUND WINE IMPORTS			\$93.00		
Paid Chk#	106858	8/15/2017	NETWORK BUSINESS SUPPLIES		
E 640-48000-210	Operating Supplies (GENERAL)		\$290.17	00107172	SUPPLIES
Total NETWORK BUSINESS SUPPLIES			\$290.17		
Paid Chk#	106859	8/15/2017	NEW FRANCE WINE COMPANY		
E 640-47000-252	Wine For Resale		\$468.00	15813	WINE RESALE
E 640-47000-259	Freight		\$9.00	15813	FREIGHT
Total NEW FRANCE WINE COMPANY			\$477.00		
Paid Chk#	106860	8/15/2017	NORTHWESTERN FRUIT COMPANY		

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E 640-48500-255	FOOD	Ingredients For Resale	\$11.60	08/01/17????	FOOD
E 640-48500-255	FOOD	Ingredients For Resale	\$182.85	867175	FOOD
E 640-48500-255	FOOD	Ingredients For Resale	\$548.55	867335	FOOD
E 640-48500-255	FOOD	Ingredients For Resale	\$425.10	867481	FOOD
Total NORTHWESTERN FRUIT COMPANY			\$1,168.10		
Paid Chk#	106861	8/15/2017	PAUSTIS & SONS		
E 640-47000-252	Wine For Resale		\$837.00	8598943	WINE RESALE
E 640-47000-259	Freight		\$10.00	8598943	FREIGHT
E 640-47000-252	Wine For Resale		\$770.00	8599799	WINE RESALE
E 640-47000-259	Freight		\$10.50	8599799	FREIGHT
Total PAUSTIS & SONS			\$1,627.50		
Paid Chk#	106862	8/15/2017	PHILLIPS WINES & SPIRITS		
E 640-47000-252	Wine For Resale		\$1,192.25	2207971	WINE RESALE
E 640-47000-259	Freight		\$12.20	2207971	FREIGHT
E 640-47000-252	Wine For Resale		\$978.75	2207972	WINE
E 640-47000-259	Freight		\$10.98	2207972	FREIGHT
E 640-48000-251	Liquor For Resale		\$632.74	2209630	LIQUOR
E 640-47000-251	Liquor For Resale		\$519.89	2211666	LIQUOR
E 640-47000-259	Freight		\$5.25	2211666	FREIGHT
E 640-47000-252	Wine For Resale		\$819.75	2211667	WINE
E 640-47000-259	Freight		\$8.82	2211667	FREIGHT
E 640-47000-252	Wine For Resale		(\$121.22)	271119	WINE
Total PHILLIPS WINES & SPIRITS			\$4,059.41		
Paid Chk#	106863	8/15/2017	PLUNKETT S PEST CONTROL		
E 640-48000-409	Maint services & Improv		\$120.41	5736606	SERVICE
Total PLUNKETT S PEST CONTROL			\$120.41		
Paid Chk#	106864	8/15/2017	QUALITY SERVICE, INC.		
E 640-48500-404	Repairs/Maint - Machin/Equip		\$318.83	32738	SANDWICH COOLER REPAIRS
E 640-48500-404	Repairs/Maint - Machin/Equip		\$120.00	32739	SOUP THERMOSTAT REPAIRS
Total QUALITY SERVICE, INC.			\$438.83		
Paid Chk#	106865	8/15/2017	SHAMROCK GROUP		
E 640-47000-254	Soft Drinks/Mix For Resale		\$188.88	2145648	ICE
E 640-47000-254	Soft Drinks/Mix For Resale		\$93.54	2146567	ICE
Total SHAMROCK GROUP			\$282.42		
Paid Chk#	106866	8/15/2017	SOUTHERN GLAZER'S OF MN		
E 640-47000-251	Liquor For Resale		\$1,187.40	1573282	LIQUOR
E 640-47000-251	Liquor For Resale		\$5,659.80	1574638	LIQUOR
E 640-47000-259	Freight		\$46.54	1574638	FREIGHT
E 640-47000-251	Liquor For Resale		\$22.53	1574639	LIQUOR
E 640-47000-259	Freight		\$0.21	1574639	FREIGHT
E 640-47000-254	Soft Drinks/Mix For Resale		\$135.00	1574640	MISC.BEV
E 640-47000-259	Freight		\$6.40	1574640	FREIGHT
E 640-47000-252	Wine For Resale		\$1,588.00	1574641	WINE
E 640-47000-259	Freight		\$29.44	1574641	FREIGHT
E 640-47000-252	Wine For Resale		\$3,608.00	1574642	WINE
E 640-47000-259	Freight		\$28.16	1574642	FREIGHT
E 640-47000-251	Liquor For Resale		\$1,752.91	1577248	LIQUOR
E 640-47000-259	Freight		\$13.33	1577248	FREIGHT
E 640-47000-252	Wine For Resale		\$1,652.00	1577249	WINE
E 640-47000-259	Freight		\$11.52	1577249	FREIGHT
E 640-47000-252	Wine For Resale		\$1,214.00	1577251	WINE
E 640-47000-259	Freight		\$24.32	1577251	FREIGHT

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Total SOUTHERN GLAZER'S OF MN			\$16,979.56		
Paid Chk# 106867	8/15/2017	SPENCER JANITORIAL			
E 640-48000-409	Maint services & Improv		\$2,261.51	10639	MONTHLY CLEANING
Total SPENCER JANITORIAL			\$2,261.51		
Paid Chk# 106868	8/15/2017	STRATEGIC EQUIPMENT AND			
E 640-48500-210	Operating Supplies (GENERAL)		(\$198.36)	162132	KITCHEN SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$2.63	2917320	KITCHEN SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$469.28	2917322	KITCHEN SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)		\$284.16	2917322	BAR SUPPLIES
E 640-48000-342	Promotions - Food/Drinks		\$55.66	2917322	PROMO FOOD
Total STRATEGIC EQUIPMENT AND			\$613.37		
Paid Chk# 106869	8/15/2017	SUNBURST CHEMICALS, INC.			
E 640-48000-409	Maint services & Improv		\$84.47	0391236	SUPPLIES
Total SUNBURST CHEMICALS, INC.			\$84.47		
Paid Chk# 106870	8/15/2017	T.D. ANDERSON INC.			
E 640-48000-409	Maint services & Improv		\$100.00	842154	BEER LINE SERVICE
Total T.D. ANDERSON INC.			\$100.00		
Paid Chk# 106871	8/15/2017	TOLL GAS & WELDING SUPPLY			
E 610-40000-210	Operating Supplies (GENERAL)		\$32.14	10201342	SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)		\$71.22	10202270	SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)		\$56.28	40068000	SUPPLIES
Total TOLL GAS & WELDING SUPPLY			\$159.64		
Paid Chk# 106872	8/15/2017	TRUE BRANDS			
E 640-47000-254	Soft Drinks/Mix For Resale		\$26.88	247587	MISC MDSE
E 640-47000-254	Soft Drinks/Mix For Resale		\$171.31	247861	MISC MDSE
E 640-47000-210	Operating Supplies (GENERAL)		\$47.65	247861	SUPPLIES
Total TRUE BRANDS			\$245.84		
Paid Chk# 106873	8/15/2017	US FOODS			
E 640-48500-255	FOODIngredients For Resale		(\$18.06)	3444514	FOOD
E 640-48500-255	FOODIngredients For Resale		\$3,106.72	3652745	FOOD
E 640-48000-254	Soft Drinks/Mix For Resale		\$194.58	3652745	MISC.BEV
E 640-48500-210	Operating Supplies (GENERAL)		\$59.13	3652745	SUPPLIES
E 640-48000-342	Promotions - Food/Drinks		\$39.38	3652745	PROMO FOOD
E 640-48000-210	Operating Supplies (GENERAL)		\$107.28	3652745	SUPPLIES
E 640-48500-255	FOODIngredients For Resale		(\$221.09)	3706219	FOOD
E 640-48500-255	FOODIngredients For Resale		\$5,678.51	3706219	FOOD
E 640-48000-254	Soft Drinks/Mix For Resale		\$480.90	3706219	MISC.BEV
E 640-48500-210	Operating Supplies (GENERAL)		\$170.70	3706219	SUPPLIES
E 640-48000-251	Liquor For Resale		\$106.97	3706219	LIQUOR
E 640-48000-342	Promotions - Food/Drinks		\$80.96	3706219	PROMO FOOD
E 640-48500-255	FOODIngredients For Resale		(\$331.63)	3729780	FOOD
E 640-48500-255	FOODIngredients For Resale		\$331.63	3729780	FOOD
E 640-48500-255	FOODIngredients For Resale		\$3,985.84	3745193	FOOD
E 640-48000-342	Promotions - Food/Drinks		\$60.17	3745193	PROMO FOOD
E 640-48000-210	Operating Supplies (GENERAL)		\$54.13	3745193	SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$209.63	3745193	SUPPLIES
E 640-48000-254	Soft Drinks/Mix For Resale		\$224.79	3745193	MISC.BEV
E 640-48500-255	FOODIngredients For Resale		\$3,695.29	3785906	FOOD
E 640-48000-210	Operating Supplies (GENERAL)		\$92.74	3785906	SUPPLIES
E 640-48000-251	Liquor For Resale		\$160.99	3785906	LIQUOR
E 640-48500-210	Operating Supplies (GENERAL)		\$75.65	3785906	SUPPLIES

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E 640-48000-254	Soft Drinks/Mix For Resale		\$105.14	3785906	MISC.BEV
	Total US FOODS		\$18,450.35		
Paid Chk# 106874	8/15/2017	VINOCOPIA			
E 640-47000-251	Liquor For Resale		\$114.20	0185788	LIQUOR
E 640-47000-259	Freight		\$14.00	0185788	FREIGHT
E 640-47000-254	Soft Drinks/Mix For Resale		\$120.00	0185788	MISC.BEV
E 640-47000-252	Wine For Resale		\$368.00	0186254	WINE RESALE
E 640-47000-259	Freight		\$10.00	0186254	FREIGHT
E 640-47000-251	Liquor For Resale		\$49.58	0186254	LIQUOR
	Total VINOCOPIA		\$675.78		
Paid Chk# 106875	8/15/2017	WINE COMPANY			
E 640-47000-252	Wine For Resale		\$1,848.00	44204	WINE RESALE
E 640-47000-259	Freight		\$16.50	44204	FREIGHT
E 640-47000-252	Wine For Resale		\$176.67	44510	WINE RESALE
E 640-47000-259	Freight		\$6.30	44510	FREIGHT
E 640-47000-252	Wine For Resale		\$1,187.99	44895	WINE RESALE
E 640-47000-259	Freight		\$11.55	44895	FREIGHT
	Total WINE COMPANY		\$3,247.01		
Paid Chk# 106876	8/15/2017	WINE MERCHANT			
E 640-47000-252	Wine For Resale		\$1,782.00	7143316	WINE
E 640-47000-259	Freight		\$9.76	7143316	FREIGHT
E 640-47000-252	Wine For Resale		\$180.00	7143486	WINE
E 640-47000-259	Freight		\$1.22	7143486	FREIGHT
E 640-48000-252	Wine For Resale		\$434.10	7144455	WINE
E 640-47000-252	Wine For Resale		\$180.00	7144456	WINE
E 640-47000-259	Freight		\$1.22	7144456	FREIGHT
E 640-47000-252	Wine For Resale		\$324.00	7144676	WINE
E 640-47000-259	Freight		\$3.78	7144676	FREIGHT
E 640-47000-252	Wine For Resale		(\$60.00)	714993	WINE
	Total WINE MERCHANT		\$2,856.08		
Paid Chk# 106877	8/15/2017	WRS IMPORTS LLC			
E 640-47000-251	Liquor For Resale		\$164.00	1408	LIQUOR
	Total WRS IMPORTS LLC		\$164.00		
Paid Chk# 106878	8/15/2017	Z WINES USA LLC			
E 640-47000-252	Wine For Resale		\$160.00	18298	WINE RESALE
E 640-47000-259	Freight		\$5.00	18298	FREIGHT
E 640-47000-252	Wine For Resale		\$160.00	18324	WINE RESALE
E 640-47000-259	Freight		\$5.00	18324	FREIGHT
	Total Z WINES USA LLC		\$330.00		
Paid Chk# 106879	8/17/2017	ADOLFSON & PETERSON MIDWEST			
E 401-40000-309	Contractual Services		\$431,225.60	9	PARKING RAMP
	Total ADOLFSON & PETERSON MIDWEST		\$431,225.60		
Paid Chk# 106880	8/17/2017	AEM FINANCIAL SOLUTIONS			
E 101-41500-302	Consultants		\$2,500.00	387732	COMPENSATION ANALYSIS
	Total AEM FINANCIAL SOLUTIONS		\$2,500.00		
Paid Chk# 106881	8/17/2017	ANCHOR BANK-CARDMEMBER SERV.			
E 101-42100-433	Dues, Licensing & Seminars		\$92.24		PD DUES
E 101-42100-210	Operating Supplies (GENERAL)		\$51.13		PD SUPPLIES
E 630-40000-433	Dues, Licensing & Seminars		\$29.95		MV DUES
E 640-47000-497	Credit Card Fees		\$59.28		STORE PROCESSING FEES

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E 101-41500-200	Office Supplies (GENERAL)		\$6.92		SUPPLIES
E 101-41500-331	Mileage & Expense Account		\$345.78		MTG.MEALS
E 670-40000-409	Maint services & Improv		\$827.93		STORMWATER MAINT.SUPPLIES
E 235-40000-540	Equipment		\$2,028.00		WCTV EQUIPMENT
E 101-45200-404	Repairs/Maint - Machin/Equip		\$15.02		VEHICLE MAINT.
E 101-41940-321	Telephone		\$138.38		DAVE CELL PHONE REPAIRS
E 101-41100-331	Mileage & Expense Account		\$100.00		COUNCIL LUNCHEON
E 101-42100-331	Mileage & Expense Account		\$50.00		PD LUNCHEON
E 101-42200-331	Mileage & Expense Account		\$25.00		FD LUNCHEON
E 640-48000-331	Mileage & Expense Account		\$25.00		BAR LUNCHEON
E 101-41500-331	Mileage & Expense Account		\$75.00		ADMIN.LUNCHEON
E 101-41910-331	Mileage & Expense Account		\$25.00		PLANNING LUNCHEON
E 101-43300-331	Mileage & Expense Account		\$25.00		ENG.LUNCHEON
E 101-43100-331	Mileage & Expense Account		\$25.00		PW LUNCHEON
Total ANCHOR BANK-CARDMEMBER SERV.			\$3,944.63		
Paid Chk#	106882	8/17/2017	ANCOM TECHNICAL CENTER		
E 101-42200-323	Radio Units		\$120.00	71857	FD PAGER
Total ANCOM TECHNICAL CENTER			\$120.00		
Paid Chk#	106883	8/17/2017	ANDERSON, KIM		
E 101-41910-492	HPB		\$26.07	HPB	HPB EXPENSES
Total ANDERSON, KIM			\$26.07		
Paid Chk#	106884	8/17/2017	ARS NOVA BRASS QUINTET		
E 401-40000-499	Miscellaneous		\$500.00	8/13/17	MUSIC IN THE PARK
Total ARS NOVA BRASS QUINTET			\$500.00		
Paid Chk#	106885	8/17/2017	BANK OF AMERICA		
E 101-42200-210	Operating Supplies (GENERAL)		\$186.06		FD SUPPLIES
E 101-42200-217	Uniforms		\$194.00		FD UNIFORMS
E 101-42200-499	Miscellaneous		\$64.46		FD MTG.MEALS
Total BANK OF AMERICA			\$444.52		
Paid Chk#	106886	8/17/2017	BERRY COFFEE COMPANY		
E 101-42200-499	Miscellaneous		\$90.11	468302	FD SUPPLIES
Total BERRY COFFEE COMPANY			\$90.11		
Paid Chk#	106887	8/17/2017	BEST & FLANAGAN		
E 101-41500-304	Legal Fees		\$536.25	466265	PLANNING COMM.MTGS.
E 101-41500-304	Legal Fees		\$660.00	466266	CITY COUNCIL MTGS.
E 101-41500-304	Legal Fees		\$82.50	466267	ORDINANCES
E 101-41500-304	Legal Fees		\$536.25	466268	LIQUOR LICENSES
E 407-40000-304	Legal Fees		\$2,488.50	466269	CELL TOWER
E 101-41500-304	Legal Fees		\$371.25	466270	CITY CONTRACTS
E 101-41500-304	Legal Fees		\$453.75	466271	GENERAL
G 802-20332	MEYER BROS DEV.		\$907.50	466272	MEYER BROS.ESCROW PROJECT
E 101-41500-304	Legal Fees		\$1,237.50	466273	DATA PRACTICES
E 407-40000-304	Legal Fees		\$82.50	466274	SCHOOL-CELL TOWER
E 101-41500-304	Legal Fees		\$82.50	466275	TITLE REVIEW
G 802-20352	1330 WAYZATA BLVD.		\$41.25	466276	1330 WAYZ.BLVD.ESCROW PROJECT
G 802-20356	1411 WAYZATA BLVD.EAST		\$8.00	466277	1411 WAYZ.BLVD.ESCROW PROJECT
E 101-41500-304	Legal Fees		\$1,196.25	466278	150 LAKE
G 802-20354	1325 WAYZATA BLVD.EAST		\$825.00	466279	1325 WAYZ.BLVD.ESCROW PROJECT
G 802-20355	800 WAYZATA BLVD.EAST		\$1,196.25	466280	800 WAYZ.BLVD.ESCROW PROJECT
E 314-40000-304	Legal Fees		\$123.75	466281	TIF
E 101-41500-304	Legal Fees		\$618.75	466282	PUNCH PIZZA TREE INCIDENT
E 101-41500-304	Legal Fees		\$610.50	466309	CRAIG RAPP CONTRACT

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Total BEST & FLANAGAN			\$12,058.25		
Paid Chk# 106888	8/17/2017	BRAUN INTERTEC			
E 401-40000-309	Contractual Services		\$34,328.25	B092056	PARKING RAMP
Total BRAUN INTERTEC			\$34,328.25		
Paid Chk# 106889	8/17/2017	CLASSIC CLEANING COMPANY			
E 101-41940-409	Maint services & Improv		\$1,660.00	25507	MONTHLY CLEANING
E 101-41940-409	Maint services & Improv		\$603.00	25508	MONTHLY CLEANING
Total CLASSIC CLEANING COMPANY			\$2,263.00		
Paid Chk# 106890	8/17/2017	CLEAR RIVER BEVERAGE CO.			
E 640-47000-253	Beer For Resale		\$167.00	69-1306	BEER
Total CLEAR RIVER BEVERAGE CO.			\$167.00		
Paid Chk# 106891	8/17/2017	DORSEY & WHITNEY LLP			
E 314-40000-304	Legal Fees		\$363.00	3367562	TIF #3
Total DORSEY & WHITNEY LLP			\$363.00		
Paid Chk# 106892	8/17/2017	EHLERS			
E 314-40000-302	Consultants		\$411.25	74490	TIF#3
E 314-40000-302	Consultants		\$870.00	74491	GENERAL TIF
E 316-40000-302	Consultants		\$225.00	74492	TIF#5
Total EHLERS			\$1,506.25		
Paid Chk# 106893	8/17/2017	ESS BROTHERS & SONS INC.			
E 670-40000-409	Maint services & Improv		\$528.00	XX5413	STORM GRATE
Total ESS BROTHERS & SONS INC.			\$528.00		
Paid Chk# 106894	8/17/2017	EULL S MANUFACTURING CO.,INC.			
E 620-40000-225	Repair & Maint - System		\$411.90	034159	PARTS
Total EULL S MANUFACTURING CO.,INC.			\$411.90		
Paid Chk# 106895	8/17/2017	FASTENAL			
E 101-43100-210	Operating Supplies (GENERAL)		\$5.43	MNPLY95390	SUPPLIES
Total FASTENAL			\$5.43		
Paid Chk# 106896	8/17/2017	FORMS & SYSTEMS OF MINNESOTA			
E 101-42100-350	Printing & Publishing		\$116.75	155492	PD SUPPLIES
Total FORMS & SYSTEMS OF MINNESOTA			\$116.75		
Paid Chk# 106897	8/17/2017	GALLS			
E 101-42100-217	Uniforms		\$7.98	007936372	PD UNIFORMS
Total GALLS			\$7.98		
Paid Chk# 106898	8/17/2017	GOPHER STATE ONE CALL			
E 610-40000-313	Permit Fees/Gopher State		\$120.15	7070801	MONTHLY LOCATES
E 620-40000-313	Permit Fees/Gopher State		\$120.15	7070801	MONTHLY LOCATES
Total GOPHER STATE ONE CALL			\$240.30		
Paid Chk# 106899	8/17/2017	GRAINGER, INC.			
E 620-40000-225	Repair & Maint - System		\$98.04	9519069117	SUPPLIES
Total GRAINGER, INC.			\$98.04		
Paid Chk# 106900	8/17/2017	GSD2 LLC			
E 620-40000-405	Maint/Replac - System		\$175.00	275	SEWER SERVICE LOCATE
Total GSD2 LLC			\$175.00		
Paid Chk# 106901	8/17/2017	HAWKINS, INC			

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E 610-40000-216	Chemicals and Chem Products	\$2,142.46	4122993	CHEMICALS
Total HAWKINS, INC		\$2,142.46		
Paid Chk# 106902	8/17/2017	HD SUPPLY WATERWORKS, LTD		
E 610-40000-225	Repair & Maint - System	\$368.18	H545461	PARTS
E 620-40000-210	Operating Supplies (GENERAL)	\$20.43	H555818	PARTS
E 610-40000-225	Repair & Maint - System	\$454.13	H561329	PARTS
Total HD SUPPLY WATERWORKS, LTD		\$842.74		
Paid Chk# 106903	8/17/2017	HENN.CNTY.ACCTG.SERVICES		
E 101-42120-308	Prisoner Care	\$570.34	1000096769	PRISONER PROCESSING
G 101-20300	Deposits Payable	\$97.28	1000096769	PRISONER PROCESSING
Total HENN.CNTY.ACCTG.SERVICES		\$667.62		
Paid Chk# 106904	8/17/2017	HENN.CNTY.INFO.TECH.DEPT.		
E 101-42200-323	Radio Units	\$1,147.64	1000096843	RADIO CONNECTION
E 101-42100-323	Radio Units	\$985.71	1000096844	RADIO CONNECTION
E 101-43100-323	Radio Units	\$300.00	1000096900	RADIO CONNECTION
E 101-45200-323	Radio Units	\$252.74	1000096900	RADIO CONNECTION
Total HENN.CNTY.INFO.TECH.DEPT.		\$2,686.09		
Paid Chk# 106905	8/17/2017	HERC-U-LIFT		
E 640-47000-404	Repairs/Maint - Machin/Equip	\$145.36	W336469	FORKLIFT INSPECTION
Total HERC-U-LIFT		\$145.36		
Paid Chk# 106906	8/17/2017	HOLIDAY		
E 101-42100-212	Motor Fuels	\$16.16		PD FUEL
Total HOLIDAY		\$16.16		
Paid Chk# 106907	8/17/2017	INTEGRATED FIRE & SECURITY		
E 610-40000-242	Well & F.P. Equipment	\$200.00	70070	WTP#3 FIRE ALARM INSPECTION
Total INTEGRATED FIRE & SECURITY		\$200.00		
Paid Chk# 106908	8/17/2017	INVENTORY TRADING COMPANY		
E 101-42100-217	Uniforms	\$204.00	31233	PD UNIFORMS
Total INVENTORY TRADING COMPANY		\$204.00		
Paid Chk# 106909	8/17/2017	ISC COMPANIES INC.		
E 620-40000-210	Operating Supplies (GENERAL)	\$194.74	1421177	SUPPLIES
E 620-40000-210	Operating Supplies (GENERAL)	(\$192.40)	1865191	SUPPLIES
Total ISC COMPANIES INC.		\$2.34		
Paid Chk# 106910	8/17/2017	JIMMY'S JOHNNYS		
E 101-45200-415	Other Equipment Rentals	\$420.00	119379	SERVICE
Total JIMMY'S JOHNNYS		\$420.00		
Paid Chk# 106911	8/17/2017	JOHN KRAEMER SONS INC.		
G 101-20300	Deposits Payable	\$1,019.00	REFUND	ROW DEPOSIT REFUND
Total JOHN KRAEMER SONS INC.		\$1,019.00		
Paid Chk# 106912	8/17/2017	JS STEWART COMPANIES INC		
G 101-20300	Deposits Payable	\$1,019.00	ST.CUT REFU	STREET CUT DEPOSIT REFUND
Total JS STEWART COMPANIES INC		\$1,019.00		
Paid Chk# 106913	8/17/2017	KD & COMPANY		
E 101-43100-229	Dirt, Sand and gravel	\$125.00	11200	CONCRETE DISPOSAL
Total KD & COMPANY		\$125.00		
Paid Chk# 106914	8/17/2017	KELLINGTON CONSTRUCTION INC		

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G 101-20300	Deposits Payable		\$1,020.00	REFUND	DUMPSTER ON STREET DEPOSIT REFUND
Total	KELLINGTON CONSTRUCTION INC		\$1,020.00		
Paid Chk# 106915	8/17/2017	KIRVIDA FIRE, INC.			
E 101-42200-404	Repairs/Maint - Machin/Equip		\$299.93	6457	FD REPAIRS
Total	KIRVIDA FIRE, INC.		\$299.93		
Paid Chk# 106916	8/17/2017	KONEN HOMES INC.			
R 610-00000-37110	W/S/Storm Sales		\$148.39	REFUND	REFUND - OVERPAYMENT ON FINAL UTILITY BILL
Total	KONEN HOMES INC.		\$148.39		
Paid Chk# 106917	8/17/2017	LMCD			
E 233-40000-437	Payments to Organizations		\$9,894.25	3RD QTR.2017	3RD QTR.2017 LEVY
Total	LMCD		\$9,894.25		
Paid Chk# 106918	8/17/2017	LOFFLER COMPANIES, INC.			
E 101-42100-409	Maint services & Improv		\$273.00	2578445	PD REPAIRS
Total	LOFFLER COMPANIES, INC.		\$273.00		
Paid Chk# 106919	8/17/2017	LONG LAKE VETERINARY CLINIC			
E 101-42120-309	Contractual Services		\$300.00	257003	ANIMAL CONTROL
Total	LONG LAKE VETERINARY CLINIC		\$300.00		
Paid Chk# 106920	8/17/2017	M.M.K.R. & COMPANY			
E 101-41500-301	Auditing and Acct g Services		\$8,500.00	42637	FINAL 2016 AUDIT FEE
Total	M.M.K.R. & COMPANY		\$8,500.00		
Paid Chk# 106921	8/17/2017	MANSFIELD OIL COMPANY			
E 101-49200-212	Motor Fuels		\$1,675.52	20386777	FUEL
Total	MANSFIELD OIL COMPANY		\$1,675.52		
Paid Chk# 106922	8/17/2017	MARINE DOCK & LIFT			
E 233-40000-220	Repair/Maint Supply (GENERAL)		\$325.00	1298	DOCK BUMPERS
Total	MARINE DOCK & LIFT		\$325.00		
Paid Chk# 106923	8/17/2017	MED COMPASS			
E 101-42200-241	Safety equip/testings		\$135.00	31831	FD EXAMS
Total	MED COMPASS		\$135.00		
Paid Chk# 106924	8/17/2017	MEDIACOM			
E 101-41940-321	Telephone		\$309.95		SERVICE
Total	MEDIACOM		\$309.95		
Paid Chk# 106925	8/17/2017	METRO WEST INSPECTION SERVICES			
E 101-42400-309	Contractual Services		\$5,481.50	1117	BUILDING INSPECTION SERVICES
E 101-42400-309	Contractual Services		\$3,087.50	1153	BUILDING INSPECTION SERVICES
otal	METRO WEST INSPECTION SERVICES		\$8,569.00		
Paid Chk# 106926	8/17/2017	MINNESOTA WANNER COMPANY			
E 101-45200-222	Repair & Maint - Equip		\$237.85	0120954	PARTS
Total	MINNESOTA WANNER COMPANY		\$237.85		
Paid Chk# 106927	8/17/2017	MINT ROOFING			
E 437-40000-401	Repairs/Maint Buildings		\$756.00	543036	LIBRARY REPAIRS
Total	MINT ROOFING		\$756.00		
Paid Chk# 106928	8/17/2017	MN BATTERY LLC			
E 101-42200-404	Repairs/Maint - Machin/Equip		\$249.50	18287	PARTS
Total	MN BATTERY LLC		\$249.50		

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Paid Chk# 106929	8/17/2017	MN SHERIFF'S ASSOCIATION			
E 101-42100-434	Training and schools		\$120.00	145370	PD TRAINING
Total	MN SHERIFF'S ASSOCIATION		\$120.00		
Paid Chk# 106930	8/17/2017	MNFIAM BOOK SALES			
E 101-42200-434	Training and schools		\$9,113.00	2456	FD TRAINING
E 101-42200-434	Training and schools		\$1,200.00	2477	FD TRAINING
Total	MNFIAM BOOK SALES		\$10,313.00		
Paid Chk# 106931	8/17/2017	NAPA AUTO PARTS-LONG LAKE			
E 101-42200-404	Repairs/Maint - Machin/Equip		\$11.25	3270-371454	PARTS
E 101-42100-404	Repairs/Maint - Machin/Equip		\$17.15	3270-371491	PARTS
Total	NAPA AUTO PARTS-LONG LAKE		\$28.40		
Paid Chk# 106932	8/17/2017	NAPA AUTO PARTS-WATERTOWN			
E 101-45200-222	Repair & Maint - Equip		\$77.01	483792	PARTS
E 101-43100-220	Repair/Maint Supply (GENERAL)		\$34.76	483795	PARTS
Total	NAPA AUTO PARTS-WATERTOWN		\$111.77		
Paid Chk# 106933	8/17/2017	NEWMAN TRAFFIC SIGNS			
E 101-43100-226	Sign Repair Materials		\$122.03	0312616	STREET SIGNS
Total	NEWMAN TRAFFIC SIGNS		\$122.03		
Paid Chk# 106934	8/17/2017	NORTHERN TOOL & EQUIPMENT			
E 101-45200-210	Operating Supplies (GENERAL)		\$41.76	38462552	SUPPLIES
Total	NORTHERN TOOL & EQUIPMENT		\$41.76		
Paid Chk# 106935	8/17/2017	OFFICE DEPOT			
E 101-41500-200	Office Supplies (GENERAL)		\$114.04	949751149001	SUPPLIES
E 640-47000-200	Office Supplies (GENERAL)		\$36.69	949759770001	SUPPLIES
E 101-41500-200	Office Supplies (GENERAL)		\$26.35	949759770001	SUPPLIES
Total	OFFICE DEPOT		\$177.08		
Paid Chk# 106936	8/17/2017	PAPER ROLLPRODUCTS			
E 101-42100-350	Printing & Publishing		\$99.00	11722	PD SUPPLIES
Total	PAPER ROLLPRODUCTS		\$99.00		
Paid Chk# 106937	8/17/2017	PIRTEK			
E 101-45200-222	Repair & Maint - Equip		\$24.35	S2509813.001	PARTS
Total	PIRTEK		\$24.35		
Paid Chk# 106938	8/17/2017	POLLARDWATER			
E 620-40000-240	Small Tools and Minor Equip		\$379.75	0082922	TOOLS
Total	POLLARDWATER		\$379.75		
Paid Chk# 106939	8/17/2017	RISVOLD, MICHAEL			
E 101-42100-331	Mileage & Expense Account		\$10.00	REIMB.	PARKING
E 101-42100-331	Mileage & Expense Account		\$253.47	REIMB.	IACP CONF.
E 101-42100-240	Small Tools and Minor Equip		\$402.00	REIMB.	CO MONITORS FOR SQUADS
Total	RISVOLD, MICHAEL		\$665.47		
Paid Chk# 106940	8/17/2017	SCHERBER CO. LLC			
G 101-20300	Deposits Payable		\$1,019.00	REFUND	STREET CUT DEPOSIT REFUND
R 101-00000-34190	Charges for Services/Gen Gov		(\$495.00)	REFUND	DEGRADATION FEE
Total	SCHERBER CO. LLC		\$524.00		
Paid Chk# 106941	8/17/2017	SHORT ELLIOTT HENDRICKSON INC.			
E 407-40000-303	Engineering Fees		\$11,758.50	336581	CELL TOWER

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Total SHORT ELLIOTT HENDRICKSON INC.		\$11,758.50			
Paid Chk#	106942	8/17/2017	SITEONE LANDSCAPE SUPPLY		
E 101-45203-220	Repair/Maint Supply (GENERAL)		(\$106.42)	81803885	SUPPLIES
E 101-45203-220	Repair/Maint Supply (GENERAL)		\$101.85	81927669	SUPPLIES
E 101-45200-216	Chemicals and Chem Products		\$105.52	81927669	SUPPLIES
E 101-45203-220	Repair/Maint Supply (GENERAL)		\$59.91	81942460	SUPPLIES
Total SITEONE LANDSCAPE SUPPLY			\$160.86		
Paid Chk#	106943	8/17/2017	SPOK, INC.		
E 101-43100-499	Miscellaneous		\$14.72	A0318102T	PAGER SERVICE
Total SPOK, INC.			\$14.72		
Paid Chk#	106944	8/17/2017	STREICHER S		
E 101-42100-217	Uniforms		\$162.97	I1272778	PD UNIFORMS
E 101-42100-217	Uniforms		\$109.98	I1273223	PD UNIFORMS
E 101-42100-217	Uniforms		\$7.99	I1273225	PD UNIFORMS
E 101-42100-217	Uniforms		\$98.96	I1273325	PD UNIFORMS
E 101-42100-210	Operating Supplies (GENERAL)		\$14.67	I1273341	PD SUPPLIES
E 101-42100-217	Uniforms		\$24.99	I1274068	PD UNIFORMS
E 101-42100-217	Uniforms		\$54.99	I1274069	PD UNIFORMS
E 101-42100-217	Uniforms		\$247.98	I1274406	PD UNIFORMS
E 101-42100-217	Uniforms		\$11.98	I1274964	PD UNIFORMS
Total STREICHER S			\$734.51		
Paid Chk#	106945	8/17/2017	SW NEWS MEDIA		
G 802-20332	MEYER BROS DEV.		\$38.00	1954349	ESCROW PROJECTS LEGAL NOTICES
G 802-20360	236 CENTRAL/1101 LASALLE		\$38.00	1957781	ESCROW PROJECTS LEGAL NOTICES
G 802-20353	190 GLEASON LAKE RD		\$38.00	1957782	ESCROW PROJECTS LEGAL NOTICES
Total SW NEWS MEDIA			\$114.00		
Paid Chk#	106946	8/17/2017	UPS STORE		
E 239-40000-350	Printing & Publishing		\$157.32	9153	COMP PLAN POSTERS
Total UPS STORE			\$157.32		
Paid Chk#	106947	8/17/2017	VALLEY PAVING, INC		
E 430-40000-309	Contractual Services		\$110,876.63	01204-53-1	2017 STREETS
Total VALLEY PAVING, INC			\$110,876.63		
Paid Chk#	106948	8/17/2017	VERIZON WIRELESS		
E 101-42200-323	Radio Units		\$25.43	9789574394	FD SERVICE
Total VERIZON WIRELESS			\$25.43		
Paid Chk#	106949	8/17/2017	VILLAGE CHEVROLET		
E 101-42100-404	Repairs/Maint - Machin/Equip		\$228.76	758109	SQUAD REPAIRS
Total VILLAGE CHEVROLET			\$228.76		
Paid Chk#	106950	8/17/2017	VISUAL COMMUNICATIONS		
E 401-40000-309	Contractual Services		\$3,312.31	11517	PARKING RAMP
E 401-40000-309	Contractual Services		\$3,000.00	11539	PARKING RAMP
Total VISUAL COMMUNICATIONS			\$6,312.31		
Paid Chk#	106951	8/17/2017	WAYZATA BAY CAR WASH		
E 101-42100-404	Repairs/Maint - Machin/Equip		\$44.89	7/1/17	PD SQUAD MAINT.
Total WAYZATA BAY CAR WASH			\$44.89		
Paid Chk#	106952	8/17/2017	WAYZATA CHAMBER OF COMMERCE		
E 101-42200-331	Mileage & Expense Account		\$100.00	8191	LUNCHEON EVENT - FD

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Total WAYZATA CHAMBER OF COMMERCE			\$100.00		
Paid Chk#	106953	8/17/2017	WAYZATA ROTARY CLUB		
E 101-41500-433	Dues, Licensing & Seminars		\$365.00	J.DAHL	MTG.DUES & MEALS
Total WAYZATA ROTARY CLUB			\$365.00		
Paid Chk#	106954	8/17/2017	WSB & ASSOCIATES		
E 430-40000-309	Contractual Services		\$5,361.50	0-001204-530-	2017 STREETS
Total WSB & ASSOCIATES			\$5,361.50		
Paid Chk#	106955	8/17/2017	XCEL ENERGY		
E 101-45203-381	Electric Utilities		\$4,101.93		SERVICE
Total XCEL ENERGY			\$4,101.93		
Paid Chk#	106956	8/17/2017	ZONE DEFENSE LLC		
E 101-43100-220	Repair/Maint Supply (GENERAL)		\$367.46	29744	BACKUP CAMERA FOR SWEEPER
Total ZONE DEFENSE LLC			\$367.46		
Paid Chk#	106957	8/28/2017	ABSOLUTE MECHANICAL		
E 101-41940-404	Repairs/Maint - Machin/Equip		\$722.00	8361	HVAC REPAIRS
E 101-41940-404	Repairs/Maint - Machin/Equip		\$640.00	8470	HVAC REPAIRS
Total ABSOLUTE MECHANICAL			\$1,362.00		
Paid Chk#	106958	8/28/2017	ACME TOOLS		
E 101-43100-210	Operating Supplies (GENERAL)		\$12.48	5158755	SUPPLIES
Total ACME TOOLS			\$12.48		
Paid Chk#	106959	8/28/2017	ANCOM TECHNICAL CENTER		
E 101-42200-404	Repairs/Maint - Machin/Equip		\$146.10	72026	FD REPAIRS
Total ANCOM TECHNICAL CENTER			\$146.10		
Paid Chk#	106960	8/28/2017	ASPEN LANDSCAPE, INC.		
G 101-20300	Deposits Payable		\$1,019.00	REFUND	ROW PERMIT#64-17 REFUND
Total ASPEN LANDSCAPE, INC.			\$1,019.00		
Paid Chk#	106961	8/28/2017	BACHMAN S		
E 101-45200-240	Small Tools and Minor Equip		\$175.50	898753/50	TOOLS
E 101-45200-240	Small Tools and Minor Equip		(\$64.00)	898755/50	TOOLS
Total BACHMAN S			\$111.50		
Paid Chk#	106962	8/28/2017	BARTON SAND & GRAVEL CO.		
E 610-40000-405	Maint/Replac - System		\$790.53	170815	ROCK
Total BARTON SAND & GRAVEL CO.			\$790.53		
Paid Chk#	106963	8/28/2017	BRIAN STEPHENSON CONSTRUCTION		
E 233-40000-401	Repairs/Maint Buildings		\$2,600.00	7/13/17	BEACH BATH HOUSE REPAIRS
E 640-49100-401	Repairs/Maint Buildings		\$700.00	7/13/17	MUNI REPAIRS
otal BRIAN STEPHENSON CONSTRUCTION			\$3,300.00		
Paid Chk#	106964	8/28/2017	CINTAS CORPORATION		
E 640-48500-210	Operating Supplies (GENERAL)		\$86.71	5008572360	FIRST AID SUPPLIES
E 101-41940-499	Miscellaneous		\$27.34	8403297362	FIRST AID SUPPLIES
Total CINTAS CORPORATION			\$114.05		
Paid Chk#	106965	8/28/2017	COMMERCIAL ASPHALT CO.		
E 430-40000-309	Contractual Services		\$123.37	170815	ASPHALT
Total COMMERCIAL ASPHALT CO.			\$123.37		
Paid Chk#	106966	8/28/2017	CORPORATE CONNECTION, INC		

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E 101-45200-241	Safety equip/testings		\$175.00	45907	SAFETY EQUIPMENT
E 101-43100-241	Safety equip/testings		\$92.60	45907	SAFETY EQUIPMENT
E 610-40000-241	Safety equip/testings		\$92.60	45907	SAFETY EQUIPMENT
E 620-40000-241	Safety equip/testings		\$92.62	45907	SAFETY EQUIPMENT
Total	CORPORATE CONNECTION, INC		\$452.82		
Paid Chk#	106967	8/28/2017	DELTA DENTAL OF MINNESOTA		
G 101-21717	Dental Insurance		\$1,592.90	7007194	DENTAL INS.-SEPT.2017
Total	DELTA DENTAL OF MINNESOTA		\$1,592.90		
Paid Chk#	106968	8/28/2017	ECM PUBLISHERS, INC.		
E 314-40000-499	Miscellaneous		\$129.25	520665	LEGAL NOTICE - TIF
Total	ECM PUBLISHERS, INC.		\$129.25		
Paid Chk#	106969	8/28/2017	EXCEL DOCUMENT MGMT.		
E 101-41500-200	Office Supplies (GENERAL)		\$70.35	43497	BUS.CARDS - MALONE
Total	EXCEL DOCUMENT MGMT.		\$70.35		
Paid Chk#	106970	8/28/2017	FASTENAL		
E 610-40000-240	Small Tools and Minor Equip		\$35.89	95585	SUPPLIES
E 620-40000-240	Small Tools and Minor Equip		\$35.89	95585	SUPPLIES
E 101-43100-210	Operating Supplies (GENERAL)		\$139.45	MNPLY95499	SUPPLIES
E 101-43100-240	Small Tools and Minor Equip		\$35.89	MNPLY95585	SUPPLIES
Total	FASTENAL		\$247.12		
Paid Chk#	106971	8/28/2017	FOSTER WILLEY SCULPTOR LLC		
E 404-40000-309	Contractual Services		\$12,000.00	04	ROUNABOUT ART
Total	FOSTER WILLEY SCULPTOR LLC		\$12,000.00		
Paid Chk#	106972	8/28/2017	GRAINGER, INC.		
E 101-41940-210	Operating Supplies (GENERAL)		\$121.80	9526937512	SUPPLIES
E 640-48000-404	Repairs/Maint - Machin/Equip		\$85.32	9527839170	SUPPLIES
E 101-41940-210	Operating Supplies (GENERAL)		\$51.34	9531501758	SUPPLIES
Total	GRAINGER, INC.		\$258.46		
Paid Chk#	106973	8/28/2017	HENN.CNTY.ATTORNEY S OFFICE		
G 101-20300	Deposits Payable		\$369.00	C#17-002734	DRUG FORFEITURE ALLOCATION
Total	HENN.CNTY.ATTORNEY S OFFICE		\$369.00		
Paid Chk#	106974	8/28/2017	HGA		
E 404-40000-309	Contractual Services		\$16,780.62	180359	PARKING RAMP
Total	HGA		\$16,780.62		
Paid Chk#	106975	8/28/2017	HOFFMAN & MCNAMARA		
G 101-20300	Deposits Payable		\$1,182.00	REFUND	WATER USAGE PERMIT DEPOSIT REFUND
R 610-00000-37120	Water Usage Permits-Other		(\$27.30)	REFUND	WATER USAGE PERMIT DEPOSIT REFUND
Total	HOFFMAN & MCNAMARA		\$1,154.70		
Paid Chk#	106976	8/28/2017	JIMMY'S JOHNNYS		
E 101-45200-415	Other Equipment Rentals		\$420.00	120869	PARKS RENTAL
Total	JIMMY'S JOHNNYS		\$420.00		
Paid Chk#	106977	8/28/2017	KD & COMPANY		
E 101-43100-229	Dirt, Sand and gravel		\$140.40	11304	PARTS
Total	KD & COMPANY		\$140.40		
Paid Chk#	106978	8/28/2017	KEEPRS		
E 101-42100-217	Uniforms		\$109.99	351589-01	PD UNIFORMS
E 101-42100-217	Uniforms		\$47.98	354903	PD UNIFORMS

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Total KEEPRS			\$157.97		
Paid Chk#	106979	8/28/2017	KENNEDY & GRAVEN, CHARTERED		
E 101-41500-304	Legal Fees		\$192.50	WA455-00001	SMALL CELL ORDINANCE AMENDMENT
Total KENNEDY & GRAVEN, CHARTERED			\$192.50		
Paid Chk#	106980	8/28/2017	LAKE RESTORATION INC.		
E 233-40000-309	Contractual Services		\$746.74	167762	WEED CONTROL
E 233-40000-309	Contractual Services		\$585.50	167763	WEED CONTROL
Total LAKE RESTORATION INC.			\$1,332.24		
Paid Chk#	106981	8/28/2017	LAMBERT, JEFFREY W.		
E 101-42120-304	Legal Fees		\$3,259.25	8/24/17	PROSECUTING LEGAL SERVICES
Total LAMBERT, JEFFREY W.			\$3,259.25		
Paid Chk#	106982	8/28/2017	LAMETTI & SONS, INC		
E 620-49100-309	Contractual Services		\$11,343.00	2	SEWER REHAB
Total LAMETTI & SONS, INC			\$11,343.00		
Paid Chk#	106983	8/28/2017	LANO EQUIPMENT, INC.		
E 101-45200-415	Other Equipment Rentals		\$250.00	03-456531	EQUIPMENT RENTAL
E 610-40000-415	Other Equipment Rentals		\$250.00	03-470890	EQUIPMENT RENTAL
Total LANO EQUIPMENT, INC.			\$500.00		
Paid Chk#	106984	8/28/2017	LAW ENFORCEMENT LABOR SERVICES		
G 101-21707	Police union dues		\$490.00	AUG.2017	PD UNION DUES - AUG.2017
Total LAW ENFORCEMENT LABOR SERVICES			\$490.00		
Paid Chk#	106985	8/28/2017	LOU'S GLOVES		
E 101-43100-241	Safety equip/testings		\$87.00	019282	SUPPLIES
Total LOU'S GLOVES			\$87.00		
Paid Chk#	106986	8/28/2017	MACQUEEN EQUIPMENT, INC.		
E 101-43100-220	Repair/Maint Supply (GENERAL)		\$2,277.19	P08120	SNOW BLOWER PARTS
Total MACQUEEN EQUIPMENT, INC.			\$2,277.19		
Paid Chk#	106987	8/28/2017	MARCO		
E 610-40000-200	Office Supplies (GENERAL)		\$281.49	INV4512075	PW COPIER MAINT.
E 620-40000-200	Office Supplies (GENERAL)		\$281.49	INV4512075	PW COPIER MAINT.
Total MARCO			\$562.98		
Paid Chk#	106988	8/28/2017	MILLER, FRED		
E 101-42200-434	Training and schools		\$750.00	0170166	FD VIDEO
E 235-40000-302	Consultants		\$1,600.00	0170167	WCTV
Total MILLER, FRED			\$2,350.00		
Paid Chk#	106989	8/28/2017	MINNESOTA EQUIPMENT		
E 101-43100-210	Operating Supplies (GENERAL)		\$4.80	P60245	SUPPLIES
Total MINNESOTA EQUIPMENT			\$4.80		
Paid Chk#	106990	8/28/2017	MINNESOTA PIPE & EQUIPMENT		
E 610-40000-225	Repair & Maint - System		\$495.00	0384092	HYDRANT PARTS
E 610-40000-225	Repair & Maint - System		\$495.00	0384414	HYDRANT PARTS
Total MINNESOTA PIPE & EQUIPMENT			\$990.00		
Paid Chk#	106991	8/28/2017	MN DEPARTMENT OF HEALTH		
E 610-40000-309	Contractual Services		\$2,254.00		WATER CONNECTION FEE
Total MN DEPARTMENT OF HEALTH			\$2,254.00		

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Paid Chk#	106992	8/28/2017	OFFICE DEPOT		
E 101-41500-200	Office Supplies (GENERAL)		\$40.10	952112909001	SUPPLIES
E 630-40000-200	Office Supplies (GENERAL)		\$8.22	952113902001	SUPPLIES
	Total OFFICE DEPOT		\$48.32		
Paid Chk#	106993	8/28/2017	PITNEY BOWES		
E 101-49200-322	Postage		\$235.96		POSTAGE METER LEASE
	Total PITNEY BOWES		\$235.96		
Paid Chk#	106994	8/28/2017	POPP TELECOM		
E 640-47000-321	Telephone		\$100.00		SERVICE
E 640-48000-321	Telephone		\$100.00		SERVICE
E 101-41940-321	Telephone		\$308.54		SERVICE
E 610-40000-323	Radio Units		\$91.08		SERVICE
E 620-40000-323	Radio Units		\$33.20		SERVICE
E 101-42100-323	Radio Units		\$33.88		SERVICE
	Total POPP TELECOM		\$666.70		
Paid Chk#	106995	8/28/2017	RANDY S SANITATION		
E 650-47500-384	Refuse/Garbage Disposal		\$8,911.43		LABOR
E 650-47500-384	Refuse/Garbage Disposal		\$63.05		STICKERS
E 650-47500-384	Refuse/Garbage Disposal		\$1,560.00		KARTS
E 650-47500-384	Refuse/Garbage Disposal		\$1,046.38		DRIVE UP
E 650-47500-386	Other Utilities		\$5,288.80		DISPOSAL
E 101-41940-386	Other Utilities		\$745.59		PW & CH SERVICE
E 650-47600-309	Contractual Services		\$3,944.34		RECYCLING
E 650-47800-384	Refuse/Garbage Disposal		\$6,586.79		ORGANICS PROGRAM
E 650-47800-386	Other Utilities		\$53.55		ORGANICS DISPOSAL
E 640-47000-384	Refuse/Garbage Disposal		\$150.00		STORE
E 640-48000-384	Refuse/Garbage Disposal		\$483.26		BAR
	Total RANDY S SANITATION		\$28,833.19		
Paid Chk#	106996	8/28/2017	RISVOLD, MICHAEL		
E 101-42100-433	Dues, Licensing & Seminars		\$350.00	REIMB.	IACP CONFERENCE REGISTRATION
	Total RISVOLD, MICHAEL		\$350.00		
Paid Chk#	106997	8/28/2017	SITEONE LANDSCAPE SUPPLY		
E 101-45203-220	Repair/Maint Supply (GENERAL)		\$23.57	81968316	PARTS
	Total SITEONE LANDSCAPE SUPPLY		\$23.57		
Paid Chk#	106998	8/28/2017	SPRINT		
E 101-42200-323	Radio Units		\$348.57	523093316-18	FD SERVICE
	Total SPRINT		\$348.57		
Paid Chk#	106999	8/28/2017	SPRINT		
E 101-42100-323	Radio Units		\$351.57	134573312-18	PD SERVICE
	Total SPRINT		\$351.57		
Paid Chk#	107000	8/28/2017	SRF CONSULTING GROUP, INC.		
E 408-40000-302	Consultants		\$443.12	08758.00-19	PEAVEY BRIDGE
E 101-43100-303	Engineering Fees		\$449.29	09331.00-5	SPEED HUMP STUDY
E 404-40000-309	Contractual Services		\$569.21	09397.00-8	BUSHAWAY LANDSCAPING
E 430-40000-302	Consultants		\$289.68	10716.00-2	WAYZ.BLVD.SPEED STUDY
	Total SRF CONSULTING GROUP, INC.		\$1,751.30		
Paid Chk#	107001	8/28/2017	STATE OF MINNESOTA		
G 101-20300	Deposits Payable		\$184.50	C#17-002734	DRUG FORFEITURE FUNDS ALLOCATION
	Total STATE OF MINNESOTA		\$184.50		

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Paid Chk# 107002	8/28/2017	STERICYCLE, INC.			
E 101-42100-309	Contractual Services		\$1,314.84	4007271674	PD SERVICE
	Total STERICYCLE, INC.		\$1,314.84		
Paid Chk# 107003	8/28/2017	STREICHER S			
E 101-42100-217	Uniforms		\$29.99	11271959	PD UNIFORMS
	Total STREICHER S		\$29.99		
Paid Chk# 107004	8/28/2017	STRUCTURAL TOWER SERVICES			
E 407-40000-309	Contractual Services		\$76,111.62	2	CELL TOWER
	Total STRUCTURAL TOWER SERVICES		\$76,111.62		
Paid Chk# 107005	8/28/2017	T. STEELE CONSTRUCTION			
G 101-20300	Deposits Payable		\$1,030.00	REFUND	WATER USAGE PERMIT#07-2017 DEPOSIT REFUND
R 610-00000-37120	Water Usage Permits-Other		(\$32.10)	REFUND	WATER USAGE PERMIT#07-2017 DEPOSIT REFUND
	Total T. STEELE CONSTRUCTION		\$997.90		
Paid Chk# 107006	8/28/2017	TIME SAVER			
E 101-41100-302	Consultants		\$275.00	M23141	MTG.MINUTES
	Total TIME SAVER		\$275.00		
Paid Chk# 107007	8/28/2017	UPS STORE			
E 401-40000-499	Miscellaneous		\$131.92	2685	PARKING RAMP SIGNS
	Total UPS STORE		\$131.92		
Paid Chk# 107009	8/28/2017	WBC HOLDINGS, INC.			
E 101-42100-404	Repairs/Maint - Machin/Equip		\$64.13	15102	SQUAD MAINT.
	Total WBC HOLDINGS, INC.		\$64.13		
Paid Chk# 107010	8/28/2017	WSB & ASSOCIATES			
E 101-42400-309	Contractual Services		\$875.00	R-010343-000-	2017 CODE INFORCEMENT SERVICES
	Total WSB & ASSOCIATES		\$875.00		
Paid Chk# 107011	8/29/2017	ACME TOOLS			
E 610-40000-240	Small Tools and Minor Equip		\$66.00	5165415	TOOLS
E 620-40000-240	Small Tools and Minor Equip		\$66.00	5165415	TOOLS
E 101-43100-240	Small Tools and Minor Equip		\$66.00	5165415	TOOLS
	Total ACME TOOLS		\$198.00		
Paid Chk# 107012	8/29/2017	ARTISAN BEER COMPANY			
E 640-47000-253	Beer For Resale		\$494.30	3199461	BEER RESALE
	Total ARTISAN BEER COMPANY		\$494.30		
Paid Chk# 107013	8/29/2017	AT&T MOBILITY			
E 101-41940-321	Telephone		\$119.03	287250008232	SERVICE
	Total AT&T MOBILITY		\$119.03		
Paid Chk# 107014	8/29/2017	AT&T MOBILITY			
E 101-41940-321	Telephone		\$288.85	287250190047	SERVICE
	Total AT&T MOBILITY		\$288.85		
Paid Chk# 107015	8/29/2017	BELLBOY BAR SUPPLY CORP.			
E 640-47000-251	Liquor For Resale		\$3,420.77	60257000	LIQUOR
E 640-47000-259	Freight		\$33.73	60257000	FREIGHT
E 640-47000-210	Operating Supplies (GENERAL)		\$137.63	96261900	SUPPLIES
E 640-47000-210	Operating Supplies (GENERAL)		\$68.31	96267200	SUPPLIES
	Total BELLBOY BAR SUPPLY CORP.		\$3,660.44		
Paid Chk# 107016	8/29/2017	BERNICK'S WINE			

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E 640-47000-254	Soft Drinks/Mix For Resale		\$128.76	374889	MISC.MIX
E 640-47000-253	Beer For Resale		\$368.80	374890	BEER
Total BERNICK'S WINE			\$497.56		
Paid Chk# 107017	8/29/2017	BIFFS, INC.			
E 101-45200-415	Other Equipment Rentals		\$62.50	W647769	SERVICE
Total BIFFS, INC.			\$62.50		
Paid Chk# 107018	8/29/2017	BREAKTHRU BEVERAGE			
E 640-47000-251	Liquor For Resale		\$3,280.47	1080676530	LIQUOR
E 640-47000-259	Freight		\$25.85	1080676530	FREIGHT
E 640-47000-252	Wine For Resale		\$648.00	1080676531	WINE
E 640-47000-259	Freight		\$7.25	1080676531	FREIGHT
E 640-47000-254	Soft Drinks/Mix For Resale		\$178.54	1080676532	MISC.MIX
E 640-47000-259	Freight		\$7.25	1080676532	FREIGHT
E 640-48000-252	Wine For Resale		\$242.70	1080676722	WINE
E 640-48000-251	Liquor For Resale		\$216.00	1080679401	LIQUOR
E 640-48000-252	Wine For Resale		\$284.72	1080679401	WINE
Total BREAKTHRU BEVERAGE			\$4,890.78		
Paid Chk# 107019	8/29/2017	BREAKTHRY BEVERAGE BEER			
E 640-47000-253	Beer For Resale		\$1,778.50	1090745724	BEER
E 640-47000-253	Beer For Resale		\$166.00	1090745725	BEER
E 640-47000-253	Beer For Resale		\$402.80	1090745726	BEER
E 640-47000-253	Beer For Resale		\$131.90	1090745727	BEER
E 640-48000-253	Beer For Resale		\$472.00	1090748816	BEER
E 640-48000-253	Beer For Resale		\$963.00	1090751740	BEER
Total BREAKTHRY BEVERAGE BEER			\$3,914.20		
Paid Chk# 107020	8/29/2017	CAPITOL BEVERAGE SALES			
E 640-47000-253	Beer For Resale		\$2,455.65	1970596	BEER
E 640-48000-253	Beer For Resale		\$725.00	1971472	BEER
E 640-47000-253	Beer For Resale		\$2,491.65	1971474	BEER
E 640-48000-253	Beer For Resale		\$945.00	1976631	BEER
Total CAPITOL BEVERAGE SALES			\$6,617.30		
Paid Chk# 107021	8/29/2017	CASH - ANCHOR BANK			
G 640-10150	ATM		\$9,000.00	ATM FILL	ATM FILL
Total CASH - ANCHOR BANK			\$9,000.00		
Paid Chk# 107022	8/29/2017	CLEAR RIVER BEVERAGE CO.			
E 640-47000-253	Beer For Resale		\$185.00	404652	BEER
Total CLEAR RIVER BEVERAGE CO.			\$185.00		
Paid Chk# 107023	8/29/2017	COCA-COLA			
E 640-47000-254	Soft Drinks/Mix For Resale		\$174.48	3601204343	MISC MIX
Total COCA-COLA			\$174.48		
Paid Chk# 107024	8/29/2017	COZZINI BROS., INC.			
E 640-48500-415	Other Equipment Rentals		\$55.78	C4090805	KNIFE EXCHANGE
Total COZZINI BROS., INC.			\$55.78		
Paid Chk# 107025	8/29/2017	CULLIGAN-METRO			
E 640-48500-210	Operating Supplies (GENERAL)		\$144.93	101X30422607	SUPPLIES
Total CULLIGAN-METRO			\$144.93		
Paid Chk# 107026	8/29/2017	DAHLHEIMER DISTRIBUTING CO.			
E 640-48000-253	Beer For Resale		\$453.00	1298276	BEER
E 640-48000-253	Beer For Resale		\$461.00	1298335	BEER

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E 640-47000-253	Beer For Resale		\$507.00	156251	BEER
Total DAHLHEIMER DISTRIBUTING CO.			\$1,421.00		
Paid Chk# 107027	8/29/2017	DENNYS 5TH AVENUE BAKERY			
E 640-48500-255	FOODIngredients For Resale		\$16.02	671750	FOOD
E 640-48500-255	FOODIngredients For Resale		\$89.90	672183	FOOD
E 640-48500-255	FOODIngredients For Resale		\$89.90	672842	FOOD
Total DENNYS 5TH AVENUE BAKERY			\$195.82		
Paid Chk# 107028	8/29/2017	DIRECTV			
E 640-48000-415	Other Equipment Rentals		\$311.53	32196612535	BAR SERVICE
Total DIRECTV			\$311.53		
Paid Chk# 107029	8/29/2017	EMERYS TREE SERVICE, INC.			
E 404-40000-309	Contractual Services		\$445.00	21529	TREE REMOVAL
Total EMERYS TREE SERVICE, INC.			\$445.00		
Paid Chk# 107030	8/29/2017	ENKI BREWING COMPANY			
E 640-48000-253	Beer For Resale		\$155.00	7651	BEER
E 640-47000-253	Beer For Resale		\$89.91	7651	BEER
Total ENKI BREWING COMPANY			\$244.91		
Paid Chk# 107031	8/29/2017	G & K SERVICES			
E 640-48500-217	Uniforms		\$418.85	6013629240	KITCHEN UNIFORMS & SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$87.91	6013629240	KITCHEN SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)		\$17.60	6013629240	KITCHEN UNIFORMS & SUPPLIES
E 640-48500-217	Uniforms		\$146.18	6013640248	KITCHEN UNIFORMS & SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$90.37	6013640248	KITCHEN UNIFORMS & SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)		\$17.60	6013640248	KITCHEN UNIFORMS & SUPPLIES
Total G & K SERVICES			\$778.51		
Paid Chk# 107032	8/29/2017	GRAPE BEGINNINGS, INC.			
E 640-47000-252	Wine For Resale		\$227.90	MN00025856	WINE RESALE
E 640-47000-259	Freight		\$3.50	MN00025856	FREIGHT
Total GRAPE BEGINNINGS, INC.			\$231.40		
Paid Chk# 107033	8/29/2017	HOHENSTEINS INC.			
E 640-47000-253	Beer For Resale		\$853.00	911269	BEER RESALE
Total HOHENSTEINS INC.			\$853.00		
Paid Chk# 107034	8/29/2017	HOME DEPOT			
E 101-45200-210	Operating Supplies (GENERAL)		\$79.40		SUPPLIES
E 620-40000-225	Repair & Maint - System		\$8.55		SUPPLIES
Total HOME DEPOT			\$87.95		
Paid Chk# 107035	8/29/2017	JJ TAYLOR DISTRIBUTING OF MN			
E 640-47000-253	Beer For Resale		\$3,870.45	2723685	BEER
E 640-47000-254	Soft Drinks/Mix For Resale		\$84.55	2723685	MISC.MIX
E 640-48000-253	Beer For Resale		\$880.40	2736023	BEER
E 640-48000-253	Beer For Resale		\$595.60	2736090	BEER
E 640-48000-253	Beer For Resale		\$697.20	2736174	BEER
Total JJ TAYLOR DISTRIBUTING OF MN			\$6,128.20		
Paid Chk# 107036	8/29/2017	JOHNSON BROS.-ST.PAUL			
E 640-47000-251	Liquor For Resale		\$2,704.00	5799196	LIQUOR
E 640-47000-259	Freight		\$39.06	5799196	FREIGHT
E 640-47000-252	Wine For Resale		\$4,043.50	5799197	WINE
E 640-47000-259	Freight		\$69.30	5799197	FREIGHT

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Total JOHNSON BROS.-ST.PAUL			\$6,855.86		
Paid Chk# 107037	8/29/2017	KARLSBURGER FOODS, INC.			
E 640-48500-255	FOODIngredients For Resale		\$482.05	000445021	FOOD
Total KARLSBURGER FOODS, INC.			\$482.05		
Paid Chk# 107038	8/29/2017	LIBATION PROJECT			
E 640-47000-252	Wine For Resale		\$257.33	10021	WINE RESALE
E 640-47000-259	Freight		\$4.50	10021	FREIGHT
Total LIBATION PROJECT			\$261.83		
Paid Chk# 107039	8/29/2017	M.AMUNDSON LLP			
E 640-47000-256	MISC.MDSE.RESALE		\$1,166.92	242723	CIGARETTES
E 640-47000-256	MISC.MDSE.RESALE		\$836.58	243119	CIGARETTES
Total M.AMUNDSON LLP			\$2,003.50		
Paid Chk# 107040	8/29/2017	MANSFIELD OIL COMPANY			
E 101-49200-212	Motor Fuels		\$1,340.42	20403880	FUEL
Total MANSFIELD OIL COMPANY			\$1,340.42		
Paid Chk# 107041	8/29/2017	MARCO			
E 101-41500-404	Repairs/Maint - Machin/Equip		\$128.99	INV4535499	CH COPIER
Total MARCO			\$128.99		
Paid Chk# 107042	8/29/2017	MARGRON SKOGLUND WINE IMPORTS			
E 640-47000-252	Wine For Resale		\$487.00	20021621	WINE
E 640-47000-259	Freight		\$9.00	20021621	FREIGHT
Total MARGRON SKOGLUND WINE IMPORTS			\$496.00		
Paid Chk# 107043	8/29/2017	MEDIACOM			
E 101-41940-321	Telephone		\$305.90		SERVICE
Total MEDIACOM			\$305.90		
Paid Chk# 107044	8/29/2017	MINNETONKA, CITY OF			
E 101-43100-226	Sign Repair Materials		\$89.74	678	SIGNS
Total MINNETONKA, CITY OF			\$89.74		
Paid Chk# 107045	8/29/2017	MN BATTERY LLC			
E 101-43100-210	Operating Supplies (GENERAL)		\$49.98	18388	BATTERY
Total MN BATTERY LLC			\$49.98		
Paid Chk# 107046	8/29/2017	MN NCPERS LIFE INSURANCE			
G 101-21715	PERA Term Life		\$48.00	9/2017	LIFE INS.
Total MN NCPERS LIFE INSURANCE			\$48.00		
Paid Chk# 107047	8/29/2017	MOOD MEDIA			
E 640-48000-415	Other Equipment Rentals		\$108.86	53449203	BAR MUSIC
Total MOOD MEDIA			\$108.86		
Paid Chk# 107048	8/29/2017	NAPA AUTO PARTS-WATERTOWN			
E 101-45200-222	Repair & Maint - Equip		\$35.86	483987	PARTS
E 101-43100-220	Repair/Maint Supply (GENERAL)		\$35.86	483988	PARTS
E 101-45200-222	Repair & Maint - Equip		\$49.79	484179	PARTS
Total NAPA AUTO PARTS-WATERTOWN			\$121.51		
Paid Chk# 107049	8/29/2017	NEW FRANCE WINE COMPANY			
E 640-47000-252	Wine For Resale		\$1,074.68	123152	WINE RESALE
E 640-47000-259	Freight		\$12.00	123152	FREIGHT
Total NEW FRANCE WINE COMPANY			\$1,086.68		

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Paid Chk#	107050	8/29/2017	NORTHERN TOOL & EQUIPMENT		
E 620-40000-225	Repair & Maint - System		\$228.44	38513171	PARTS
Total	NORTHERN TOOL & EQUIPMENT		\$228.44		
Paid Chk#	107051	8/29/2017	NORTHWESTERN FRUIT COMPANY		
E 640-48500-255	FOODIngredients For Resale		\$419.80	867639	FOOD
E 640-48500-255	FOODIngredients For Resale		\$309.15	867809	FOOD
E 640-48500-255	FOODIngredients For Resale		\$161.90	867952	FOOD
E 640-48500-255	FOODIngredients For Resale		\$223.90	868104	FOOD
E 640-48500-255	FOODIngredients For Resale		\$287.60	868258	FOOD
E 640-48500-255	FOODIngredients For Resale		\$133.25	868396	FOOD
Total	NORTHWESTERN FRUIT COMPANY		\$1,535.60		
Paid Chk#	107052	8/29/2017	OFFICE DEPOT		
E 101-41500-200	Office Supplies (GENERAL)		\$29.42	954340086001	SUPPLIES
E 640-48000-200	Office Supplies (GENERAL)		\$115.16	954340086001	SUPPLIES
E 101-42100-200	Office Supplies (GENERAL)		\$15.00	954340086001	SUPPLIES
E 101-41500-200	Office Supplies (GENERAL)		\$9.94	954340711001	SUPPLIES
Total	OFFICE DEPOT		\$169.52		
Paid Chk#	107053	8/29/2017	PEPSI -COLA		
E 640-47000-254	Soft Drinks/Mix For Resale		\$423.21	31804304	MISC.BEV
E 640-47000-254	Soft Drinks/Mix For Resale		\$161.50	35840907	MISC.BEV
Total	PEPSI -COLA		\$584.71		
Paid Chk#	107054	8/29/2017	PHILLIPS WINES & SPIRITS		
E 640-47000-251	Liquor For Resale		\$607.65	2215294	LIQUOR
E 640-47000-259	Freight		\$7.56	2215294	FREIGHT
E 640-47000-252	Wine For Resale		\$1,221.72	2215295	WINE
E 640-47000-259	Freight		\$15.22	2215295	FREIGHT
Total	PHILLIPS WINES & SPIRITS		\$1,852.15		
Paid Chk#	107055	8/29/2017	PRAIRIE RESTORATIONS, INC.		
E 404-40000-309	Contractual Services		\$402.50	8354	PRAIRIE MAINT.- CITY HALL & ROADMASTER COTTAGE
Total	PRAIRIE RESTORATIONS, INC.		\$402.50		
Paid Chk#	107056	8/29/2017	SHAMROCK GROUP		
E 640-47000-254	Soft Drinks/Mix For Resale		\$144.22	2147819	ICE
E 640-47000-254	Soft Drinks/Mix For Resale		\$34.23	2148956	ICE
E 640-47000-254	Soft Drinks/Mix For Resale		\$104.39	2151058	ICE
Total	SHAMROCK GROUP		\$282.84		
Paid Chk#	107057	8/29/2017	SIGNS NOW		
E 640-47000-340	Advertising		\$33.05	30521	STORE SIGN
Total	SIGNS NOW		\$33.05		
Paid Chk#	107058	8/29/2017	SITEONE LANDSCAPE SUPPLY		
E 101-45200-210	Operating Supplies (GENERAL)		(\$14.90)	81043324	SUPPLIES
E 101-45200-210	Operating Supplies (GENERAL)		\$106.42	81927669	SUPPLIES
Total	SITEONE LANDSCAPE SUPPLY		\$91.52		
Paid Chk#	107059	8/29/2017	SOUTHERN GLAZER'S OF MN		
E 640-47000-259	Freight		\$3.84		FREIGHT
E 640-47000-254	Soft Drinks/Mix For Resale		\$54.00	1577250	MISC.BEV
Total	SOUTHERN GLAZER'S OF MN		\$57.84		
Paid Chk#	107060	8/29/2017	SOUTHWEST ASSESSING		
E 101-41550-302	Consultants		\$4,033.33	SEPT.2017	MONTHLY ASSESSING

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			Check Amt	Invoice	Comment
E 101-41550-210	Operating Supplies (GENERAL)		\$8.83	SEPT.2017	SUPPLIES
	Total SOUTHWEST ASSESSING		\$4,042.16		
Paid Chk# 107061	8/29/2017	STRATEGIC EQUIPMENT AND			
E 640-48000-210	Operating Supplies (GENERAL)		(\$46.65)	162442	SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		(\$99.74)	162510	SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		(\$36.80)	162682	SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		(\$44.83)	162683	SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$831.58	2922264	SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)		\$410.21	2922264	SUPPLIES
E 640-48000-342	Promotions - Food/Drinks		\$55.66	2922264	PROMO FOOD
E 640-48500-210	Operating Supplies (GENERAL)		\$606.26	2928351	SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)		\$122.72	2928351	SUPPLIES
E 640-48000-342	Promotions - Food/Drinks		\$52.26	2928351	PROMO FOOD
E 640-48500-210	Operating Supplies (GENERAL)		\$99.74	2928363	SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$114.69	2928367	SUPPLIES
	Total STRATEGIC EQUIPMENT AND		\$2,065.10		
Paid Chk# 107062	8/29/2017	SUNBURST CHEMICALS, INC.			
E 640-48500-415	Other Equipment Rentals		\$92.37	0009788	DISHWASHER LEASE
	Total SUNBURST CHEMICALS, INC.		\$92.37		
Paid Chk# 107063	8/29/2017	T.D. ANDERSON INC.			
E 640-48000-409	Maint services & Improv		\$100.00	842188	BEER LINE SERVICE
	Total T.D. ANDERSON INC.		\$100.00		
Paid Chk# 107064	8/29/2017	TRUE BRANDS			
E 640-47000-210	Operating Supplies (GENERAL)		\$71.19	250122	SUPPLIES
E 640-47000-254	Soft Drinks/Mix For Resale		\$70.55	250122	MISC.MDSE
E 640-47000-254	Soft Drinks/Mix For Resale		\$19.94	251325	MISC.MDSE
	Total TRUE BRANDS		\$161.68		
Paid Chk# 107065	8/29/2017	UNITED RENTALS			
E 101-43100-220	Repair/Maint Supply (GENERAL)		\$85.62	149505169-00	PARTS
	Total UNITED RENTALS		\$85.62		
Paid Chk# 107066	8/29/2017	US FOODS			
E 640-48500-255	FOODIngredients For Resale		\$73.24	3711079	FOOD
E 640-48500-255	FOODIngredients For Resale		(\$25.68)	3785906	FOOD
E 640-48500-255	FOODIngredients For Resale		\$5,077.80	3836150	FOOD
E 640-48000-210	Operating Supplies (GENERAL)		\$28.08	3836150	SUPPLIES
E 640-48000-254	Soft Drinks/Mix For Resale		\$81.40	3836150	MISC.BEV
E 640-48000-342	Promotions - Food/Drinks		\$60.58	3836150	PROMO FOOD
E 640-48500-210	Operating Supplies (GENERAL)		\$163.26	3836150	SUPPLIES
E 640-48500-255	FOODIngredients For Resale		\$143.83	3862276	FOOD
E 640-48500-255	FOODIngredients For Resale		\$3,460.90	3876784	FOOD
E 640-48000-254	Soft Drinks/Mix For Resale		\$379.86	3876784	MISC.BEV
E 640-48000-251	Liquor For Resale		\$106.03	3876784	LIQUOR
E 640-48000-342	Promotions - Food/Drinks		\$21.20	3876784	PROMO FOOD
E 640-48500-255	FOODIngredients For Resale		\$3,710.31	3914906	FOOD
E 640-48500-210	Operating Supplies (GENERAL)		\$79.62	3914906	SUPPLIES
E 640-48000-254	Soft Drinks/Mix For Resale		\$234.76	3914906	MISC.BEV
E 640-48000-342	Promotions - Food/Drinks		\$39.38	3914906	PROMO FOOD
E 640-48500-255	FOODIngredients For Resale		\$4,189.68	3968818	FOOD
E 640-48000-251	Liquor For Resale		\$226.51	3968818	LIQUOR
E 640-48000-342	Promotions - Food/Drinks		\$42.40	3968818	PROMO FOOD
E 640-48500-210	Operating Supplies (GENERAL)		\$70.53	3968818	SUPPLIES
E 640-48000-254	Soft Drinks/Mix For Resale		\$79.43	3968818	MISC.BEV

***Check Detail Register©**

August 2017

			Check Amt	Invoice	Comment
E 640-48000-210	Operating Supplies (GENERAL)		\$107.77	3968818	SUPPLIES
E 640-48500-255	FOODIngredients For Resale		\$218.29	3994841	FOOD
E 640-48500-255	FOODIngredients For Resale		\$3,396.95	4051379	FOOD
E 640-48000-342	Promotions - Food/Drinks		\$39.38	4051379	PROMO FOOD
E 640-48500-210	Operating Supplies (GENERAL)		\$149.80	4051379	SUPPLIES
E 640-48000-254	Soft Drinks/Mix For Resale		\$328.74	4051379	MISC.BEV
Total US FOODS			\$22,484.05		
Paid Chk# 107067	8/29/2017	USA SAFETY SUPPLY CORP			
E 101-45200-241	Safety equip/testings		\$296.33	117054	SAFETY GLOVES
Total USA SAFETY SUPPLY CORP			\$296.33		
Paid Chk# 107068	8/29/2017	WAYZATA BREW WORKS LLC			
E 640-48000-253	Beer For Resale		\$139.00	MU014	BEER
Total WAYZATA BREW WORKS LLC			\$139.00		
Paid Chk# 107069	8/29/2017	WINE COMPANY			
E 640-47000-252	Wine For Resale		\$216.00	45233	WINE RESALE
E 640-47000-259	Freight		\$6.30	45233	FREIGHT
E 640-47000-252	Wine For Resale		\$1,125.32	45577	WINE RESALE
E 640-47000-259	Freight		\$11.53	45577	FREIGHT
Total WINE COMPANY			\$1,359.15		
Paid Chk# 107070	8/29/2017	WINE MERCHANT			
E 640-47000-252	Wine For Resale		\$4,200.00	7145479	WINE
E 640-47000-259	Freight		\$32.76	7145479	FREIGHT
E 640-47000-252	Wine For Resale		(\$551.22)	714994	WINE
Total WINE MERCHANT			\$3,681.54		
Paid Chk# 107071	8/29/2017	XCEL ENERGY			
E 640-47000-381	Electric Utilities		\$1,502.66		SERVICE
E 640-48000-381	Electric Utilities		\$3,506.20		SERVICE
Total XCEL ENERGY			\$5,008.86		
10100 Anchor Bank			\$1,098,875.09		

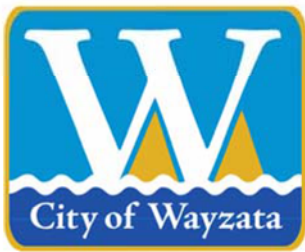
***Check Detail Register©**

August 2017

Check Amt Invoice Comment

Fund Summary**10100 Anchor Bank**

101 GENERAL FUND	\$87,462.88
233 LAKFRONT IMPROVE	\$14,151.49
235 CABLE TV	\$3,628.00
239 COMP PLAN - LAND USE	\$157.32
314 WIDSTEN	\$1,897.25
316 BAY CENTER	\$225.00
401 PERM IMPROVEMENT	\$472,498.08
404 PARK AND TRAIL CIP	\$30,197.33
407 CELL TOWER	\$90,441.12
408 GENERAL CIP	\$443.12
430 STREET CIP	\$116,651.18
437 LIBRARY/COMM.ROOM CIP	\$756.00
610 WATER FUND	\$8,257.64
620 SEWER FUND	\$13,296.80
630 MOTOR VEHICLE	\$38.17
640 LIQUOR	\$226,871.44
650 SOLID WASTE	\$27,454.34
670 STORMWATER	\$1,355.93
802 ESCROW PROJECTS	\$3,092.00
	\$1,098,875.09



City of Wayzata City Council Agenda Report

MEETING DATE: September 5, 2017	AGENDA ITEM: 7c
TITLE: Approval of Municipal Licenses	
PROPOSED MOTION: To approve the Municipal Licenses as attached	
PREPARED BY: Lori Krismer, Office Assistant	
REVIEWED BY: Becky Malone, City Clerk	

ACTION REQUESTED:

Staff recommends approval of the Municipal Licenses.

FINANCIAL OR BUDGET CONSIDERATION:

N/A

BACKGROUND:

N/A

ATTACHMENTS:

1. One (1) day Temporary Consumption and Display Permit for the Performing Arts Concert: Joyce Lyons in Concert at the Unitarian Universalist Church of Minnetonka on 10/13/2017
2. One (1) day Temporary On-Sale Liquor License for Oktoberfest Celebration at Wayzata Brewworks on 9/30/2017
3. List of Municipal Licenses for City Council Approval and Municipal Licenses Which Received Administrative Approval (informational only)



#191

APPLICATION FOR A 1 DAY TEMPORARY CONSUMPTION AND DISPLAY PERMIT

NAME OF ORGANIZATION: Unitarian Universalist Church of Minnetonka
DATE(S) OF EVENT: Fri, Oct 13th 2014 START TIME: 7:30 PM STOP TIME: 10:30 PM
NAME OF EVENT: Performing Arts Concert: Joyce Lyons in Concert
DESCRIPTION OF EVENT: vocal performance concert
NAME OF LOCATION WHERE EVENT WILL BE HELD: Unitarian Universalist Church
ADDRESS WHERE EVENT WILL BE HELD: 2030 Wayzata Blvd E, Wayzata MN
NAME OF PERSON IN CHARGE AT EVENT: William Tregaskis
TELEPHONE NUMBER OF PERSON IN CHARGE AT EVENT: 612-220-2867 / 763-477-7431
WHAT DO YOU PLAN TO CONSUME: Beer & Wine
(BEER, WINE, OR INTOXICATING LIQUOR)

DO YOU PLAN TO PROVIDE THE LIQUOR? ☒ NO, GUESTS WILL PROVIDE THEIR OWN LIQUOR
☐ YES

A CERTIFICATE OF LIQUOR LIABILITY INSURANCE COVERAGE MUST BE ATTACHED. COVERAGE FOR THE ACTUAL EVENT LOCATION AND EXACT DATES OF THE EVENT MUST BE SHOWN. IS IT ATTACHED? ☒ YES
OK

LOCATION LICENSE/PERMIT WILL BE USED. IF AN OUTDOOR AREA, DESCRIBE:
inside building @ 2030 Wayzata Blvd E, Wayzata

PLEASE ATTACH A MAP AND/OR DRAWINGS WHICH ILLUSTRATE YOUR LOCATION AT THE EVENT INCLUDING LOCATION OF TABLES, LOCATION OF BAR, ILLUSTRATION OF CONTROL MEASURES, ETC.

ARE MAP/DRAWINGS ATTACHED? ☐ YES Not needed - on church property

I, the undersigned, agree to indemnify and hold the City of Wayzata harmless from all losses, liabilities, damages, legal liabilities, costs or expenses (including but not limited to reasonable attorneys' fees and other litigation costs and expenses) that may arise in association with the above event.

SIGNATURE OF LICENSEE: Michael D. Elliott DATE: 8/6/17

PRINT NAME: MICHAEL D. ELLIOTT

BOARD OF TRUSTEES PRESIDENT

CITY FEE AMOUNT: \$25.00 DATE FEE PAID: 8/25/17 RECEIPT # 37775

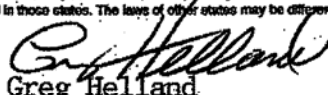
POLICE CHIEF SIGNATURE: [Signature] DATE SIGNED: 8/25/17

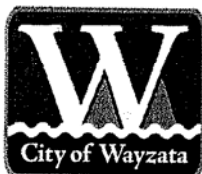
APPROVED BY WAYZATA CITY COUNCIL ON: _____

DEPUTY CITY CLERK SIGNATURE: _____ DATE SIGNED: _____

COMMERCIAL LIABILITY CERTIFICATE OF INSURANCE

**THIS CERTIFICATE IS USED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER.
THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES LISTED BELOW.**

NAME AND ADDRESS OF AGENCY Helland Agency, Inc. 18202 Minnetonka Blvd. Deephaven, MN. 55391											
NAME AND ADDRESS OF FIRST NAMED INSURED Unitarian Universalist Church 2030 Wayzata Blvd. East Wayzata, MN. 55391		This Certificate of Insurance neither affirmatively nor negatively amends, extends or alters the coverage or any provision of Policy No. <u>1296-430</u> issued by <u>GuideOne Specialty Ins. Co.</u>									
This is to certify that policies of insurance listed below have been issued to the insured named above and are in force at this time.											
TYPE OF INSURANCE	COMPANY AFFORDING COVERAGE AND POLICY NUMBER	POLICY EXPIRATION DATE	Limits of Liability								
☒ COMMERCIAL GENERAL LIABILITY (OCCURRENCE FORM) ☐ _____ ☐ _____	☐ GuideOne Mutual ☐ GuideOne Elite ☒ GuideOne Specialty Mutual ☐ GuideOne America ☐ GuideOne Lloyds Policy # _____	4/1/2018	<table border="0" style="width:100%;"> <tr> <td style="width:50%;"> ☐ \$ 300,000/\$ 600,000 ☐ 500,000/ 1,000,000 ☐ 1,000,000/ 2,000,000 ☐ _____ / _____ </td> <td style="width:50%;"> ☐ \$ 300,000/\$1,000,000 ☐ 500,000/ 1,500,000 ☒ 1,000,000/ 3,000,000 </td> </tr> </table>	☐ \$ 300,000/\$ 600,000 ☐ 500,000/ 1,000,000 ☐ 1,000,000/ 2,000,000 ☐ _____ / _____	☐ \$ 300,000/\$1,000,000 ☐ 500,000/ 1,500,000 ☒ 1,000,000/ 3,000,000						
☐ \$ 300,000/\$ 600,000 ☐ 500,000/ 1,000,000 ☐ 1,000,000/ 2,000,000 ☐ _____ / _____	☐ \$ 300,000/\$1,000,000 ☐ 500,000/ 1,500,000 ☒ 1,000,000/ 3,000,000										
AUTOMOBILE LIABILITY SYMBOL ☐ ANY AUTO 1 ☐ ALL OWNED AUTOS 2 ☐ SCHEDULED AUTOS 7 ☒ HIRED AUTOS 8 ☒ NON-OWNED AUTOS 9	☒ GuideOne Mutual ☒ GuideOne Specialty Mutual Policy # <u>Same</u>		<table border="0" style="width:100%;"> <tr> <td style="width:40%;">BODILY INJURY AND PROPERTY DAMAGE COMBINED</td> <td style="width:60%; text-align: center;">\$1,000,000</td> </tr> </table>	BODILY INJURY AND PROPERTY DAMAGE COMBINED	\$1,000,000						
BODILY INJURY AND PROPERTY DAMAGE COMBINED	\$1,000,000										
EXCESS LIABILITY ☒ UMBRELLA FORM	☒ GuideOne Mutual ☐ GuideOne Elite ☐ GuideOne Specialty Mutual ☐ GuideOne America ☐ GuideOne Lloyds Policy # _____	4/1/2018	<table border="0" style="width:100%;"> <tr> <td style="width:40%;">OCCURRENCE/ AGGREGATE</td> <td style="width:60%; text-align: center;">\$1,000,000 \$1,000,000</td> </tr> </table>	OCCURRENCE/ AGGREGATE	\$1,000,000 \$1,000,000						
OCCURRENCE/ AGGREGATE	\$1,000,000 \$1,000,000										
WORKERS' COMPENSATION and EMPLOYERS' LIABILITY	☒ GuideOne Mutual ☐ GuideOne Elite ☐ GuideOne Specialty Mutual ☐ GuideOne America ☐ GuideOne Lloyds Policy # _____	4/1/2018	<table border="0" style="width:100%;"> <tr> <td style="width:40%;">STATUTORY</td> <td style="width:60%; text-align: center;">Included</td> </tr> <tr> <td>EACH ACCIDENT DISEASE —</td> <td style="text-align: center;">\$100,000</td> </tr> <tr> <td>POLICY LIMITS DISEASE —</td> <td style="text-align: center;">\$500,000</td> </tr> <tr> <td>EACH EMPLOYEE</td> <td style="text-align: center;">\$100,000</td> </tr> </table>	STATUTORY	Included	EACH ACCIDENT DISEASE —	\$100,000	POLICY LIMITS DISEASE —	\$500,000	EACH EMPLOYEE	\$100,000
STATUTORY	Included										
EACH ACCIDENT DISEASE —	\$100,000										
POLICY LIMITS DISEASE —	\$500,000										
EACH EMPLOYEE	\$100,000										
Property Insurance OTHER	GuideOne Spec.	4/1/2018	<table border="0" style="width:100%;"> <tr> <td style="width:40%;">Special Replacement</td> <td style="width:60%; text-align: center;">Per Schedule On File</td> </tr> </table>	Special Replacement	Per Schedule On File						
Special Replacement	Per Schedule On File										
DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES Church And Related Activities, Including Musical Concerts In The City Of Wayzata.											
CANCELLATION: Should any of the above described policies be cancelled before the expiration date thereof, the issuing company will endeavor to mail 30 days* (unless otherwise indicated below) written notice to the below-named certificate holder, but failure to mail such notice shall impose no obligation or liability of any kind upon the company. *Optional number of days written notice applicable in lieu of above only if indicated: <u>N/A</u>											
NAME AND ADDRESS OF CERTIFICATE HOLDER: City Of Wayzata 600 Rice Street Wayzata, MN. 55391		DATE ISSUED: <u>8/4/2017</u> Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance containing any materially false information, or conceals for the purpose of obtaining insurance, information concerning any material fact thereto, commits a fraudulent insurance act which is a crime. (This statement is required by the laws of New York and Ohio when this application is used in those states. The laws of other states may be different.)  Greg Helland AUTHORIZED REPRESENTATIVE									
(FIRM AND ADDRESS) THIS CERTIFICATE IS FOR INFORMATION ONLY; IT IS NOT A CONTRACT OF INSURANCE BUT ATTESTS THAT A POLICY AS NUMBERED HEREIN, AND AS IT STANDS AT THE DATE OF THIS CERTIFICATE, HAS BEEN ISSUED BY THE INSURER.											



APPLICATION FOR A 1 DAY TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE

#193

RECEIVED

AUG 25 2017

NAME OF ORGANIZATION: Wayzata Brewworks CITY OF WAYZATADATE(S) OF EVENT: Sept. 30 2017 START TIME: 12pm STOP TIME: 12amNAME OF EVENT: OktoberfestDESCRIPTION OF EVENT: Oktoberfest CelebrationNAME OF LOCATION WHERE EVENT WILL BE HELD: Wayzata BrewworksADDRESS WHERE EVENT WILL BE HELD: 294 Groveland E.NAME OF PERSON IN CHARGE AT EVENT: Rich AndersonTELEPHONE NUMBER OF PERSON IN CHARGE AT EVENT: 952-737-1023WHAT DO YOU PLAN TO CONSUME: Beer produced by Brewworks
(BEER, WINE, OR INTOXICATING LIQUOR)DO YOU PLAN TO PROVIDE THE LIQUOR? ☐ NO, GUESTS WILL PROVIDE THEIR OWN LIQUOR
☒ YESA CERTIFICATE OF LIQUOR LIABILITY INSURANCE COVERAGE MUST BE ATTACHED. COVERAGE FOR THE ACTUAL EVENT LOCATION AND EXACT DATES OF THE EVENT MUST BE SHOWN. IS IT ATTACHED? ☐ YESLOCATION LICENSE/PERMIT WILL BE USED. IF AN OUTDOOR AREA, DESCRIBE:
In Boatworks parking Lot Train Depot side. See map.PLEASE ATTACH A MAP AND/OR DRAWINGS WHICH ILLUSTRATE YOUR LOCATION AT THE EVENT INCLUDING LOCATION OF TABLES, LOCATION OR BAR, ILLUSTRATION OF CONTROL MEASURES, ETC.
ARE MAP/DRAWINGS ATTACHED? ☒ YESNotice Regarding Proposed City Ordinances: The City of Wayzata distributes general city information and notices electronically through an electronic notification system. As an applicant for a new business license or for a renewal of an existing business license, you can sign up to receive notices through the city's electronic notification system at the city's website at www.wayzata.org, and click on the Notify Me link. This would include getting notifications of any proposed ordinances at least ten days before the city council of Wayzata conducts a final vote on the proposed ordinance.

I, the undersigned, agree to indemnify and hold the City of Wayzata harmless from all losses, liabilities, damages, legal liabilities, costs or expenses (including but not limited to reasonable attorneys' fees and other litigation costs and expenses) that may arise in association with the above event.

SIGNATURE OF LICENSEE: [Signature] DATE: 8/17/17PRINT NAME: Robert KlickCITY FEE AMOUNT: \$25.00 DATE FEE PAID: 8/25/17 RECEIPT # 37781POLICE CHIEF SIGNATURE: [Signature] DATE SIGNED: 08-28-2017

APPROVED BY WAYZATA CITY COUNCIL ON: _____

CITY CLERK SIGNATURE: _____ DATE SIGNED: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/25/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Christensen Group Insurance 11100 Bren Road West Minnetonka MN 55343		CONTACT NAME: Kristin Chase PHONE (A/C, No, Ext): (952) 653-1000 FAX (A/C, No): (952) 653-1100 E-MAIL ADDRESS: kchase@christensengroup.com	
INSURED WAYZATA BREW WORKS LLC 294 Grove Lane E. Suite 150 Wayzata MN 55391		INSURER(S) AFFORDING COVERAGE INSURER A: General Casualty Co. of WI INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 12378	

COVERAGES **CERTIFICATE NUMBER:** 16-17 Liab w/Liquor **REVISION NUMBER:**

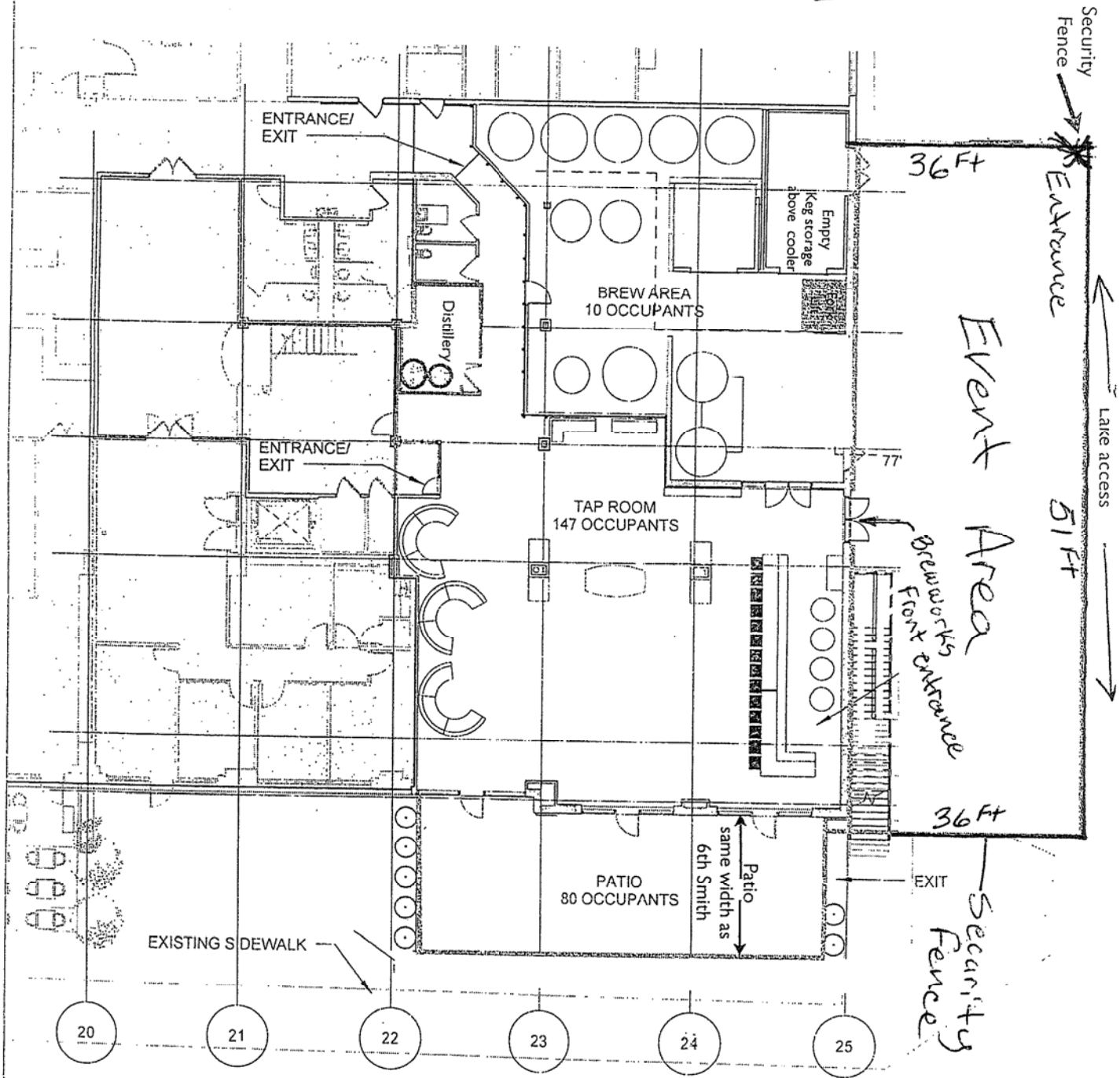
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC OTHER:			CCI1231407	12/12/2016	12/12/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ HIRED AUTOS ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N ☐ N/A						PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Liquor Liability			CCI1231407	12/12/2016	12/12/2017	Limit Per Occurrence 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: Octoberfest- September 30, 2017.
City of Wayzata is included as an Additional Insured under the Commercial General Liability when required by written contract.

CERTIFICATE HOLDER City of Wayzata 600 Rice Street E. Wayzata, MN 55391	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Cliff Lake/KAC
---	---

Wayzata Brew Works



09/05/2017

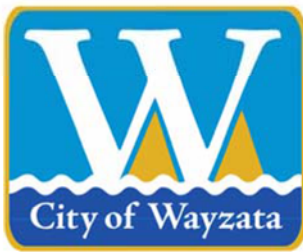
**THE FOLLOWING MUNICIPAL LICENSES
WERE APPROVED ADMINISTRATIVELY**

2017 Gas Fitter's License	
Schoening Mechanical, LLC	Watertown, MN
2017 Itinerant Food Licenses for the Feast of St Bartholomew Church on 8/27/17	
McCormick's Pub & Restaurant	Wayzata, MN
2017 Itinerant Food License for James J. Hill Days on 9/9/2017	
Red River Kitchen Food Truck	Minneapolis, MN
2017 Itinerant Food License for James J. Hill Days on 9/10/2017	
The House of Brigadeiros	Excelsior, MN
2017 Itinerant Food License for James J. Hill Days on 9/9 & 9/10/2017	
Bobby's Baby Back Ribs	Mounds View, MN
2017 Itinerant Food License for James J. Hill Days on 9/8, 9/9 & 9/10/2017	
Brooks Concessions (Corn dogs, hot dogs, burgers, etc)	Slidell, LA
Brooks Concessions (Funnel cakes, mini donuts, etc)	Slidell, LA
Brooks Concessions (Cotton candy, candy apples, etc)	Slidell, LA
Brooks Concessions (Lemonade)	Slidell, LA

LIST OF MUNICIPAL LICENSES FOR CITY COUNCIL APPROVAL

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

2017 1 Day Temporary Consumption and Display Permit for Performing Arts Concert: Joyce Lyons in Concert at the Unitarian Universalist Church of Minnetonka on 10/13/2017	
Unitarian Universalist Church of Minnetonka	2030 Wayzata Blvd East, Wayzata, MN
2017 1 Day Temporary On-Sale Liquor License for Oktoberfest Celebration at Wayzata Brewworks on 9/30/2017	
Wayzata Brewworks	294 Grove Lane Ave. East, Suite 150, Wayzata, MN



City of Wayzata City Council Agenda Report

MEETING DATE: September 5, 2017	AGENDA ITEM: 7d
TITLE: Adopt Resolution No. 35-2017 approving an extension of zoning approvals at 630 Bushaway Rd	
PROPOSED MOTION: Adopt Resolution No. 35-2017	
PREPARED BY: Jeff Thomson, Director of Planning and Building	
REVIEWED BY: Jeffrey Dahl, City Manager	

ACTION REQUESTED:

Staff recommends approval of a one year extension of the variances and conditional use permits.

FINANCIAL OR BUDGET CONSIDERATION:

The extension of the zoning approvals does not have any impact on the City budget.

BACKGROUND:

On October 18, 2016, the City Council approved variances and conditional use permits for 630 Bushaway Rd. The development application includes removal of the existing house and construction of a new home on the lot. The Council approval included the following:

- front yard setback variance from 45 feet to 11.8 feet;
- rear yard setback variance from 50 feet to 14.7 feet;
- lot coverage variance from 10% to 18.3%;
- impervious surface variance from 20% to 29.6%;
- shoreland setback variance from 75 feet to 14.7 feet;
- conditional use permit for a 6-foot fence with 7-foot columns in the front yard; and
- conditional use permit for non-conforming lot

The City's zoning ordinance states that substantial construction of a project for which a variance or conditional use permit is approved must begin within 12 months of the City Council approval. The City Council may approve an extension prior to the expiration of the 12 month period. An applicant must state the facts of the request, showing a good faith attempt to utilize the permit, and the additional time being requested to begin the proposed construction.

The variances and conditional use permit will expire on October 18, 2017. Peter Pflaum has submitted an application requesting that the City Council approve an extension of the variances and conditional use permits for one year, until October 18, 2018. The application notes that the applicant is not able to begin construction because of title issue on the property, necessary changes in the driveway configuration, and additional time needed to sell their current house.

In reviewing the extension request, staff has reviewed whether or not there have been any changes to the City Code that would impact the original project approval. Since the 2016 approval, there have not been any amendments to the City's zoning ordinance that impact the project, and there are no ordinance amendments in the Planning Commission's work plan or the City Council's

strategic plan that could impact the variances and conditional use permit granted to the project. Therefore, staff recommends approval of the one year extension.

ATTACHMENTS:

1. Letter from Applicant
2. Draft Resolution No. 35-2017
3. Resolution No. 41-2016

Peter Pflaum 18070 Breezy Point Road, Wayzata, MN, 55391

July 25, 2017

Mr. Jeff Thomson
Director of Planning and Building
City of Wayzata
600 Rice Street E.
Wayzata, MN. 55391

Dear Jeff,

I am requesting an extension of the variances and conditional use permits for our new home at 630 Bushaway Road in Wayzata. These were approved by the Council in October of 2016. Since the time of our approvals we had our architect complete the final working drawings of this home. Then we had the plans sent to two contractors for preliminary bids.

Before we can start construction of our new home we need additional time for three reasons. First, When we recently examined the title of the property, we found a title issue that needed to be resolved. This involves a driveway easement placed on my parents property in 1939. When my parents subdivided their property in the 1970's into two parcels this easement should have been removed from the 630 Bushaway Road property because it didn't benefit from the driveway easement. In order to remove this easement there will be a Proceedings Subsequent hearing required by the Torrens Office. We are in the middle of this process right now. The second reason is that when we staked the new house on the property, we discovered that the driveway off of Bushaway Road needed to be changed because it was too difficult to get into the proposed garage. We need time to figure out whether it is necessary to redesign the house to make it smaller or find another solution. The final reason is that we need time to sell our existing property. We will not put it on the market until we know that we can build our new home at 630 Bushaway Road.

We have already spent a significant amount of money and time with our architect and attorney in creating a home for us on this property. We are requesting the extension to complete our work and sell our existing house.

Sincerely,



CITY OF WAYZATA

DRAFT RESOLUTION NO. 35-2017

RESOLUTION APPROVING AN EXTENSION OF ZONING APPROVALS AT 630 BUSHAWAY RD

WHEREAS, the City Council adopted Resolution No. 41-2016 on October 18, 2016, which included the following zoning approvals at 630 Bushaway Rd:

- front yard setback variance from 45 feet to 11.8 feet;
- rear yard setback variance from 50 feet to 14.7 feet;
- lot coverage variance from 10% to 18.3%;
- impervious surface variance from 20% to 29.6%;
- shoreland setback variance from 75 feet to 14.7 feet;
- conditional use permit for a 6-foot fence with 7-foot columns in the front yard; and
- conditional use permit for non-conforming lot

WHEREAS, City Code Section 801.05 Subd. 3.A states that a variance shall become null and void twelve (12) months after the date of approval, unless the property owner or applicant has substantially started the construction of any building, structure, addition or alteration, or use requested as part of the variance; and

WHEREAS, City Code Section 801.05 Subd. 3.A states that the property owner or applicant shall have the right to submit an application for time extension; and

WHEREAS, City Code Section 801.05 Subd. 3.B states that an application to extend the approval of a variance shall state the facts of the request, showing a good faith attempt to utilize the permit, and it shall state the additional time being requested to begin the proposed construction; and

WHEREAS, City Code Section 801.05 Subd. 3.C states that in making its determination on whether an applicant has made a good faith attempt to utilize the variance, the City Council shall consider such factors as the type, design and size of the proposed construction, any applicable restrictions on financing, or special and/or unique circumstances beyond the control of the applicant which have caused the delay; and

WHEREAS, City Code Section 801.04 Subd. 6.A states that the conditional use permit shall become null and void twelve (12) months after the date of approval, unless the property owner or applicant has substantially started the construction of any building, structure, addition or alteration, or use requested as part of the conditional use; and

WHEREAS, City Code Section 801.04 Subd. 6.A states that the property owner or applicant shall have the right to submit an application for time extension; and

WHEREAS, City Code Section 801.04 Subd. 6.B states that an application to extend the approval of a conditional use permit shall state the facts of the request, showing a good faith attempt to utilize the permit, and it shall state the additional time being requested to begin the proposed construction; and

WHEREAS, City Code Section 801.04 Subd. 6.C states that in making its determination on whether an applicant has made a good faith attempt to utilize the conditional use permit, the City Council shall consider such factors as the type, design, and size of the proposed construction, any applicable restrictions on financing, or special and/or unique circumstances beyond the control of the applicant which have caused the delay; and

WHEREAS, Peter Pflaum has submitted an application stating that they are not able to begin construction because of title issue on the property, necessary changes in the driveway configuration, and additional time needed to sell their current house, and therefore is requesting a one year extension of the zoning approvals;

THEREFORE, BE IT RESOLVED, that the Wayzata City Council finds that the applicant has made a good faith attempt to utilize the variances and conditional use permits, and approves a one year extension of the variances and conditional use permits approved by City Council Resolution 41-2016, attached as Exhibit A, until October 18, 2018

Adopted by the Wayzata City Council this 5th day of September, 2017.

Mayor Kenneth Willcox

ATTEST:

City Manager Jeffrey Dahl

ACTION ON THIS RESOLUTION:

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

I hereby certify that the foregoing is a true and correct copy of Resolution No. 35-2017 adopted by the City Council of the City of Wayzata, Minnesota, at a duly authorized meeting held on September 5, 2017.

Becky Malone, Deputy City Clerk

SEAL

EXHIBIT A

City Council Resolution 41-2016

DRAFT

RESOLUTION NO. 41-2016

RESOLUTION APPROVING VARIANCES AND CONDITIONAL USE PERMITS FOR A NEW RESIDENCE AT 630 BUSHAWAY ROAD

BE IT RESOLVED by the City Council of Wayzata, Minnesota as follows:

Section 1. BACKGROUND

- 1.1 Project. Peter Pflaum (the "Applicant") has submitted a development application (the "Application") requesting zoning approvals to remove an existing non-conforming house and construct a new house (the "Project") on the property at 630 Bushaway Road (the "Property").
- 1.2 Application Requests. As part of the Application, the Applicant is requesting approval of the following:
 - A. Variances from the R-1A zoning District Standards: The Project requires the following variances from the standards of the R-1A Zoning District (the "R-1A Variances"):
 1. Front yard setback variance from 45 feet to 11.8 feet
 2. Rear yard setback variance from 50 feet to 14.7 feet
 3. Lot coverage variance from 10% to 18.3%
 4. Impervious surface variance from 20% to 29.6%
 - B. Variances from the Shoreland Overlay District Setback Standard: The Project requires a setback variance to 14.7 feet from the 75 feet setback required in the Shoreland Overlay District. (the "Shoreland Variance").
 - C. Conditional Use Permit for Fence: The Project would include the construction of a six-foot tall stone wall with seven foot tall columns along the front of the Property. Fences located in the front yard that are greater than 50 percent solid matter and exceed 42 inches in height require a conditional use permit. (the "Fence CUP").
 - D. Conditional Use Permit for Non-conforming Lot: The R-1A Zoning District includes a minimum lot size of 80,000 square feet and a minimum lot width of 200 feet. The existing lot on the Property has a non-conforming lot size of 10,144 square feet, and a non-conforming lot width of 158 feet. Approval of the construction of a single-family dwelling on a lot that does not meet the minimum lot area and width requirements may be permitted as a conditional use. (the "Non-conforming Lot CUP").

- 1.3 Property. The street address, property identification number and owner of the Property are:

630 Bushaway Rd	08-117-22-23-0008	Peter Pflaum
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- 1.4 Land Use. The Property is located on the shore of Lake Minnetonka, between the Lake and Bushaway Road. The Property and adjacent properties are zoned R-1A/Low Density Single Family Estate District and guided Estate Single Family under the Wayzata Comprehensive Plan.
- 1.5 Public Hearing and Planning Commission Action. Notice of a public hearing on the Application was published in the *Wayzata Sun Sailor* on September 8, 2016. A copy of the notice was mailed to all property owners located within 350 feet of the Property on September 9, 2016. The public hearing on the Application was held at the September 19, 2016 Planning Commission meeting. At its October 3, 2016 meeting, the Planning Commission adopted a Planning Commission Report and Recommendation recommending approval of the Design as requested, with certain conditions, on a vote of six (6) in favor and zero (0) opposed.

Section 2. STANDARDS

- 2.1 Variance Standards (Sec. 801.05.1.C). The criteria for granting a variance from the standards of the Zoning Ordinance are:
- A. Variances shall only be permitted when they are:
 - (i) in harmony with the general purposes and intent of the Zoning Ordinance; and
 - (ii) consistent with the Comprehensive Plan.
 - B. Variances may be granted when the Applicant for the variance establishes that there are practical difficulties in complying with the Zoning Ordinance.
 - C. "Practical difficulties," as used in connection with the granting of a variance, means that:
 - (i) the property owner's proposal for the property is reasonable but not permitted by the Zoning Ordinance;
 - (ii) the plight of the landowner is due to circumstances unique to the property, and not created by the landowner; and
 - (iii) the variance, if granted, will not alter the essential character of the locality.
 - D. Economic considerations alone do not constitute practical difficulties. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems.

- E. Variances shall be granted for earth sheltered construction as defined in Minnesota Statutes, section 216C.06, subdivision 14, when in harmony with the Zoning Ordinance.
 - F. The City Council shall not permit as a variance any use that is not allowed under the Zoning Ordinance for property in the zoning district where the affected person's land is located, except the City Council may permit as a variance the temporary use of a one family dwelling as a two family dwelling.
 - G. The City Council may impose conditions in the granting of variances. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance.
 - H. An application for a variance shall set forth reasons that the variance is justified under the criteria of this section in order to make reasonable use of the land, structure or building.
- 2.2 Shoreland Setback Variance (Sec. 801.91.20). Variances from the standards of the Shoreland Overlay District may be granted by the City Council in accordance with Section 801.05 of the Zoning Ordinance in extraordinary cases, but only when the proposed use is determined to be in the public interest. The following additional criteria shall apply within shoreland areas (some of which are superseded by applicable provisions of state law and City Code):
- A. Result in the placement of an artificial obstruction which shall restrict the passage of storm and flood water in such a manner as to increase the height of flooding, except obstructions approved by the U.S. Army Corps of Engineers in conjunction with sound floodplain management.
 - B. Result in incompatible land uses or which shall be detrimental to the protection of surface and ground water supplies.
 - C. Be not in keeping with land use plans and planning objectives for the City of Wayzata or which shall increase or cause danger to life or property.
 - D. Be inconsistent with the objectives of encouraging land uses compatible with the preservation of the natural land forms, vegetation and the marshes and wetlands within the City of Wayzata.
 - E. Shall constitute a hardship as defined in Section 801.05 of the Zoning Ordinance.
 - F. No permit or variance shall be issued unless the applicant has submitted a Shoreland Impact Plan as required and set forth in the Zoning Ordinance. In granting any variance, the City Council may attach such conditions as they

deem necessary to insure compliance with the purpose and intent of this Section.

- 2.3 Fences Allowed by Conditional Use Permit (Sec. 801.18.F). Special fencing arrangements for fences that do not meet the basic criteria of the Zoning Ordinance may be approved in some cases as a conditional use permit. Fences allowed by conditional use permit include fences consisting of greater than fifty (50) percent solid matter in front of the rear building line up to the front property line and not exceeding a height of eight (8) feet. Standards for evaluating fence conditional use permits are as follows:
- A. The fence placement, height or design does not create a safety hazard with regard to, from or on a public street or roadway.
 - B. The fence placement, height or design does not create a safety problem or negatively affect adjoining properties or use.
 - C. The provisions of Section 801.04.2.F of the Zoning Ordinance are considered and satisfactorily met, which requires City Council to consider possible adverse effects of the proposed conditional use. Their 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 compatibility with present and future 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 values in the area in which it is developed.
 - 6. Traffic generated by the proposed use is 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.
- 2.4 Non-conforming Lot CUP (Sec. 801.15.B.6.a). Legal non-conforming residential lots that are being redeveloped, where the measurements of such lot's area and width do not comply with subsection (B) (6) (a) (i) of Sec. 801.15 of the Zoning

Ordinance, may be approved for the construction of a single family dwelling pursuant to a conditional use permit, subject to and regulated by Section 801.04 of the Zoning Ordinance for CUPs.

Section 3. FINDINGS

The City Council of the City of Wayzata finds that the Applicant's requests for the approvals outlined in Section 1.2 of this Resolution meets the applicable requirements of Wayzata's Zoning Ordinance, based upon the following findings of fact made on the record (as well as all Application materials, staff reports, public comment presented at the hearing, and the Report and Recommendation of the Planning Commission):

- 3.1 **R-1A Variances.** The R-1A Variances do not change the current single family residential use. The R-1A Variances requested are in harmony with the general purposes and intent of the Ordinance and are consistent with the Comprehensive Plan.
- A. The Property's legal nonconforming lot area and lot depth are substandard for the R-1A District, and narrowly positioned between a busy roadway and Lake Minnetonka, which create practical difficulties in complying with the R-1A zoning district requirements.
 - B. The R-1A Variances requested are reasonable, due to circumstances driven by the existing lot layout and a desire to preserve and significantly enhance the existing character of the Property, and if granted would not alter the essential character of the locality.
 - C. The practical difficulties necessitating the R-1A Variances are not economic in nature. The existing layout of the Property and a desire to preserve the character of the property are significant factors in the practical difficulty with meeting the ordinance requirements.
 - C. The proposed uses for the Property are permitted within the R-1A District.
 - E. The Applicant has provided the reasons that the R-1A Variances are justified under applicable criteria in order to make reasonable use of the land, structures and buildings on the Property.
- 3.2 **Shoreland Setback Variance** (Sec. 801.91.9.D.3). The following conditions are met for the setback requested in the Shoreland Variance (the "Setback"):
- A. The conditions of Section 801.05 of the Zoning Ordinance have been met as noted in Sec. 3.1 of this Resolution. The conditions of Section 801.91.20 of the Zoning Ordinance are also satisfactorily met:

1. This is an extraordinary case and in the public interest, given the legal non-conforming lot on the edge of Lake Minnetonka at the entrance to the City of Wayzata from the South.
2. The Setback will not adversely impact views of the shoreline or lake for adjacent neighboring principal structures.
3. The Setback is based upon a specific need or circumstance which is unique to the Property in question and will not set a precedent which is contrary to the intent of the Zoning Ordinance.
4. A shoreland impact plan has been submitted and approved as required and set forth in Section 801.91.19 of the Zoning Ordinance.

3.3 Fence CUP. The proposed fence (the "Fence") is of the type allowed by conditional use permit, and it meets the following standards:

- A. The Fence placement, height and design does not create a safety hazard with regard to, from or on a public street or roadway, including Bushaway Road.
- B. The Fence placement, height and design does not create a safety problem or negatively affect adjoining properties or use, including the adjacent trail and residential properties.
- C. The provisions of Section 801.04.2.F of the Zoning Ordinance are met, and the possible adverse effects of the proposed conditional use have been considered. The Fence CUP should be issued based on the following factors:
 1. The Fence does not contravene any specific policies or provisions of the official City Comprehensive Plan.
 2. The Fence is compatible with present and future uses of the area, in which there are similar fences.
 3. The Fence conforms with all performance standards contained herein (i.e., parking, loading, noise, etc.).
 4. The Fence will not have a negative effect on the area in which it is proposed.
 5. The Fence will not have a negative impact upon property values in the area in which it is installed.
 6. The Fence will not generate any traffic.

7. The Fence will not have an impact upon existing public services and facilities including parks, schools, streets and utilities, and the City's service capacity.

3.4 Non-conforming Lot CUP. The proposed construction and use of a single family dwelling on the Property (the "Proposed Use"), which is non-conforming in terms of lot size and width, would meet the criteria for a conditional use permit, subject to and regulated by Section 801.04 of the Zoning Ordinance for CUPs.

1. The Proposed Use complies with the specific policies or provisions of the official City Comprehensive Plan.
2. The Proposed Use is compatible with present and future uses of the area, in which there are similar residential uses.
3. The Proposed Use conforms with all performance standards contained herein (i.e., parking, loading, noise, etc.) except those for which a variance or CUP is being requested.
4. The Proposed Use will not have a negative effect on the area in which it is proposed, as the residential use will remain unchanged.
5. The Proposed Use will not have a negative impact upon property values in the area and may have a positive impact given the significant investment on redevelopment and improvements to the Property.
6. The Proposed Use will not generate any traffic above the current residential use.
7. The Proposed Use will not have an impact upon existing public services and facilities including parks, schools, streets and utilities, and the City's service capacity.

Section 4. CITY COUNCIL ACTION

Based on the findings referenced and set forth in this Resolution, all requests of the Application listed in Section 1.2 of this Resolution, are hereby **APPROVED**, subject to the following conditions:

- A. The Applicant must submit a proposed landscaping plan for review by City staff. The landscaping plan must meet the tree replacement requirements in City Code Section 801.36.8.

- B. The Applicant must enter into a Stormwater Maintenance Agreement with the City that covers design, installation, maintenance, and inspection of all stormwater management systems approved as part of this Application, which must be recorded against the Property.
- C. The City Engineer's approval must be secured for a grading plan, prior to any construction work on the Property so that land disruption is minimized.
- D. The Applicant must secure all necessary building permits for construction, and all laws and regulations applicable to the Project.
- E. All expenses of the City of Wayzata, including consultant, expert, legal, and planning incurred must be fully reimbursed by the Applicant.

Adopted by the Wayzata City Council this 18th day of October 2016.



Mayor Ken Willcox

ATTEST:



City Manager Jeffrey Dahl

ACTION ON THIS RESOLUTION:

Motion for adoption: Anderson

Seconded by: McCarthy

Voted in favor of: Anderson, McCarthy, Tyacke, Willcox

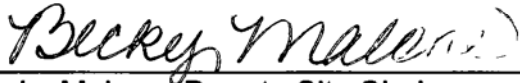
Voted against: None

Abstained: None

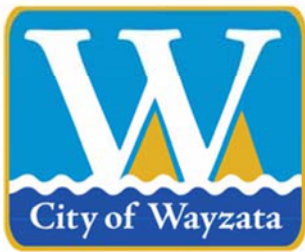
Absent: Mullin

Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Wayzata, Minnesota, at a duly authorized meeting held on October 18, 2016, .

A handwritten signature in cursive script, reading "Becky Malone", written over a horizontal line.

Becky Malone, Deputy City Clerk
SEAL



City of Wayzata City Council Agenda Report

MEETING DATE: September 5, 2017	AGENDA ITEM: 7e
TITLE: Adopt Resolution No. 34-2017 approving an extension of zoning approvals, and re-approving the final plat for Broadway Place at 326 and 332 Broadway Ave S	
PROPOSED MOTION: Adopt Resolution No. 34-2017	
PREPARED BY: Jeff Thomson, Director of Planning and Building	
REVIEWED BY: Jeffrey Dahl, City Manager	

ACTION REQUESTED:

Staff recommends approval of a one year extension of the zoning approvals, and re-approval of the final plat for Broadway Place.

FINANCIAL OR BUDGET CONSIDERATION:

The extension of the zoning approval and re-approval of the final plat do not have any impact on the City budget.

BACKGROUND:

On September 6, 2016, the City Council approved the development application for Broadway Place at 326 and 332 Broadway Ave S. The development application includes demolition of the two existing commercial buildings, and construction of a new three story mixed use building consisting of retail uses on the ground level and office uses on the upper two levels. The Council approval included the following:

- Rezoning to PUD and PUD concept and general plans of development
- Project design
- Variance from the maximum building height from 35 feet to 38 feet
- Shoreland impact plan/conditional use permit for building height
- Shoreland impact plan/conditional use permit for impervious surface coverage
- Preliminary and final plat subdivision to combine the lots into one lot

The City's zoning ordinance states that construction of a PUD project must begin within 12 months of City Council approval, and substantial construction of a project for which a variance or conditional use permit is approved must also begin within 12 months. The City Council may approve an extension to the PUD, variance, and conditional use permit prior to the expiration of the 12 month period. An applicant must state the facts of the request, showing a good faith attempt to utilize the permit, and the additional time being requested to begin the proposed construction.

The PUD, variance, and conditional use permits will expire on September 6, 2017. James Beltz has submitted an application requesting that the City Council approve an extension of the zoning approvals, until September 6, 2018. The application notes that the applicant is not able to begin construction because of complexities with relocating power/utilities serving other Lake Street properties, and additional time needed to negotiate leases with retail tenants.

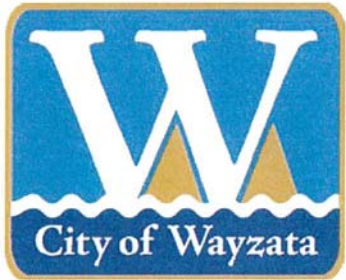
In addition to the extension of the zoning approvals, the applicant is also requesting that the City Council reapprove the final plat. The City's subdivision ordinance states that a final plat must be recorded with Hennepin County within 120 days of Council approval, which has lapsed.

In reviewing the extension request, staff has reviewed whether or not there have been any changes to the City Code that would impact the original project approval. Since the 2016 approval, there have not been any amendments to the City's zoning ordinance that impact the project, and there are no ordinance amendments in the Planning Commission's work plan or the City Council's strategic plan that could impact the variances and conditional use permit granted to the project. Therefore, staff recommends approval of the one year extension.

In addition, the final plat is identical to the original final plat approval, and is consistent with the preliminary plat. Staff also recommends re-approval of the final plat.

ATTACHMENTS:

1. Application
2. Draft Final Plat
3. Draft Resolution No. 34-2017
4. Resolution No. 32-2016



RECEIVED

JUL 24 2017

CITY OF WAYZATA

[Handwritten signature]

Development Application

Project Information:

Project Name: Broadway Place Date Filed: July 24, 2017

Property Owner: MJ Mail Center, LLC

Address: 447 Peavey Road, Wayzata, MN 55391

Applicant (if different than owner): James A. Beltz, Chief Manager ¹

Prior Applications to Wayzata under different names: Beltz Enterprises, LLC

Address (if different than owner): _____

Responsible contact person: James A. Beltz

Telephone: 612-803-0908 Fax: _____ E-Mail: jbeltz2@yahoo.com

Address of Property Involved: 326 and 332 Broadway Ave. So. Wayzata

Legal Description: Block 001 addition - Lots 13914 - Stephen's 2nd Addition to Wayzata

Property Identification Number: 06-117-22-42-0016 / 06-117-22-42-0017

Tax and assessment status: Current X / Delinquent _____
Amount Delinquent \$ _____

Type of Request:

- ☐ Design Review
- ☐ Conditional Use Permit
- ☐ Variance
- ☒ Subdivision
- ☐ Rezoning
- ☐ Zoning Amendment
- ☐ Comprehensive Plan Amendment
- ☒ Planned Unit Development
- ☐ Other

¹ The Applicant disclosed is the real principal in interest and is not acting for another party.

Description of Request:

Applicant is requesting a 1 year extension on original PUD approved in Resolution No. 32-2016 by City Council on September 16, 2016. Complexities with relocating power/utilities that serve other properties on Lake Street as well as extra time needed to negotiate leases with retail tenants will not allow construction of Broadway Place to commence before September 6, 2017.

Applicant may attach other letter sized materials.

Additional Information:**Payment of Fees**

The undersigned acknowledges that before this request can be considered, all required information and fees (including all up front escrow deposits) must be paid to the City. If additional fees are required to cover costs incurred by the City, the City Manager has the right to require additional payment from one or more of the undersigned, who shall be jointly liable for such fees. Such expenses may include (but are not limited to) personnel costs, fees for consultants, legal assistance and other professionals, recording fees, along with other overhead costs. The amount of escrow is determined by the City of Wayzata fee schedule in effect at the time of the application submittal. A current fee schedule is attached to this application form.

The undersigned also acknowledges that it may be required to file, at his or her expense, appropriate resolutions, agreements or other documents evidencing approval of the application.

The undersigned agrees that the City may withhold the issuance of a building permit until all financial matters are resolved. If need be, the City reserves the right to pass outstanding balances from this application to Hennepin County to be assessed with next year's property taxes for the property involved as indicated on page one of this application and the Property Owner agrees to such assessment.

Complete / Incomplete Applications

Placement of any Application on City agendas is at the discretion of the City, including the time of consideration. An application will not be placed on any agenda until City staff has received the appropriate materials and financial matters are in order. The application approval time commences and an application is considered officially filed when City staff has received and examined the application and determined that the application is complete. The application shall be determined by City staff to be complete or incomplete within fifteen (15) business days following submittal of the application.

BELTZ MILL STREET ADDITION

C.R. DOC. NO. _____

KNOW ALL PERSONS BY THESE PRESENTS, That MJ Mat Center, L.L.C., a Minnesota limited liability company, for and on behalf of the following described property situated in the State of Minnesota, County of Hennepin, to-wit:

Lot 12, 13, 14, Block 1, "Stephens Second Addition to Wayzata".

Has caused the same to be surveyed and platted as BELTZ MILL STREET ADDITION.

In witness whereof said MJ Mat Center, L.L.C., a Minnesota limited liability company, has caused these presents to be signed by its proper officer this _____ day of _____, 2017.

_____, President

_____, Secretary

_____, Treasurer

_____, Attorney-in-Fact

_____, Notary Public

_____, My Commission Expires _____

_____, Notary Printed Name _____

_____, My Commission Expires _____

_____, Notary Printed Name _____

_____, My Commission Expires _____

_____, Notary Printed Name _____

_____, My Commission Expires _____

_____, Notary Printed Name _____

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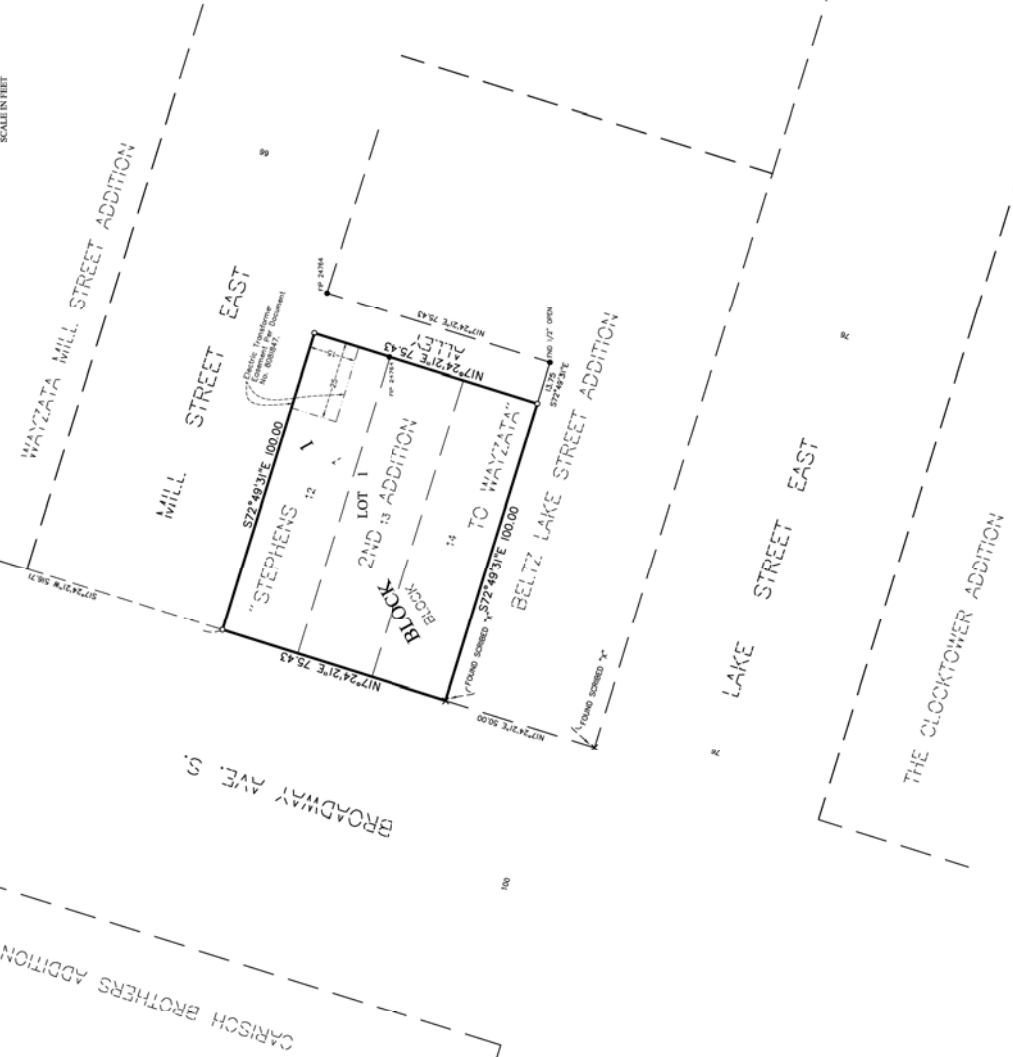
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The basis for the bearing system is the East-West Quarter line of Section 6, Township 117, Range 22, which is assumed to bear South 88 degrees 36 minutes 12 seconds West.

○ Denotes a 12 inch by 14 inch iron pipe set in the ground and marked by License No. 40144

● Denotes a Found Iron Monument

⊙ Denotes a Found Cast-Iron Monument

SATHRE-BERGQUIST, INC.



CITY OF WAYZATA

DRAFT RESOLUTION NO. 34-2017

**RESOLUTION APPROVING AN EXTENSION OF ZONING APPROVALS AND
RE-APPROVING THE FINAL PLAT FOR BROADWAY PLACE AT 326 AND 332
BROADWAY AVE S**

WHEREAS, the City Council adopted Resolution No. 32-2016 on September 6, 2016, which included the following zoning and subdivision approvals at 326 and 332 Broadway Ave S:

- Rezoning from C-4B to PUD/Planned Unit Development;
- Concurrent PUD concept and general plan of development;
- Design;
- Variance from the maximum building height limit;
- Shoreland impact plan/conditional use permit for the building height;
- Shoreland impact plan/conditional use permit for impervious surface coverage; and
- Preliminary and final plat subdivision to combine the lots

WHEREAS, City Code Section 801.33 Subd. 10.D states that physical implementation of any approved PUD project must begin within twelve (12) months following City Council approval of the PUD permit for that project; and

WHEREAS, City Code Section 801.33 Subd. 10.D states that failure to initiate project implementation within the appropriate time period automatically shall cancel the PUD permit for a project unless an extension of said permit is approved by the Council prior to the date of cancellation; and

WHEREAS, City Code Section 801.33 Subd. 10.D states that an application for extension of a PUD permit shall be administered in the same manner as outlined in Section 801.04.6.B of the City Code; and

WHEREAS, City Code Section 801.05 Subd. 3.A states that a variance shall become null and void twelve (12) months after the date of approval, unless the property owner or applicant has substantially started the construction of any building, structure, addition or alteration, or use requested as part of the variance; and

WHEREAS, City Code Section 801.05 Subd. 3.A states that the property owner or applicant shall have the right to submit an application for time extension; and

WHEREAS, City Code Section 801.05 Subd. 3.B states that an application to extend the approval of a variance shall state the facts of the request, showing a

good faith attempt to utilize the permit, and it shall state the additional time being requested to begin the proposed construction; and

WHEREAS, City Code Section 801.05 Subd. 3.C states that in making its determination on whether an applicant has made a good faith attempt to utilize the variance, the City Council shall consider such factors as the type, design and size of the proposed construction, any applicable restrictions on financing, or special and/or unique circumstances beyond the control of the applicant which have caused the delay; and

WHEREAS, City Code Section 801.04 Subd. 6.A states that the conditional use permit shall become null and void twelve (12) months after the date of approval, unless the property owner or applicant has substantially started the construction of any building, structure, addition or alteration, or use requested as part of the conditional use; and

WHEREAS, City Code Section 801.04 Subd. 6.A states that the property owner or applicant shall have the right to submit an application for time extension; and

WHEREAS, City Code Section 801.04 Subd. 6.B states that an application to extend the approval of a conditional use permit shall state the facts of the request, showing a good faith attempt to utilize the permit, and it shall state the additional time being requested to begin the proposed construction; and

WHEREAS, City Code Section 801.04 Subd. 6.C states that in making its determination on whether an applicant has made a good faith attempt to utilize the conditional use permit, the City Council shall consider such factors as the type, design, and size of the proposed construction, any applicable restrictions on financing, or special and/or unique circumstances beyond the control of the applicant which have caused the delay; and

WHEREAS, City Code Section 805.15 Subd. E.7 states that upon receiving an approved final plat, the applicant shall record the final plat with the County Registrar of Titles within one hundred twenty (120) days, or the approved final plat shall be considered void; and

WHEREAS, City Code Section 805.15 outlines the final plat subdivision requirements; and

WHEREAS, James Beltz has submitted an application stating that they are not able to begin construction because of complexities with relocating power/utilities serving other Lake Street properties, and additional time needed to negotiate leases with retail tenants, and therefore is requesting a one year extension of the zoning approvals; and

WHEREAS, James Beltz has submitted an application for re-approval of the final plat;

THEREFORE, BE IT RESOLVED, that the Wayzata City Council finds that the applicant has made a good faith attempt to utilize the PUD permit, variances, and conditional use permits, and approves a one year extension of the PUD permit, variances, and conditional use permits approved by City Council Resolution 32-2016, attached as Exhibit A, until September 6, 2018; and

BE IT FURTHER RESOLVED, that the Wayzata City Council finds that the final plat of BELTZ MILL STREET ADDITION complies with City Code Section 805.15 and is consistent with the preliminary plat subdivision approved by the City Council in Resolution 32-2016, and the City Council approves the final plat of BELTZ MILL STREET ADDITION, subject to the condition that the applicant must record the final plat with the appropriate Hennepin County officials within one hundred twenty (120) days of this approval.

Adopted by the Wayzata City Council this 5th day of September, 2017.

Mayor Kenneth Willcox

ATTEST:

City Manager Jeffrey Dahl

ACTION ON THIS RESOLUTION:

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution:

I hereby certify that the foregoing is a true and correct copy of Resolution No. 34-2017 adopted by the City Council of the City of Wayzata, Minnesota, at a duly authorized meeting held on September 5, 2017.

Becky Malone, Deputy City Clerk

SEAL

DRAFT

EXHIBIT A

City Council Resolution 32-2016

DRAFT

RESOLUTION NO. 32-2016

RESOLUTION APPROVING PUD CONCEPT AND GENERAL PLANS, PUD REZONING, PROJECT DESIGN, HEIGHT VARIANCE, SHORELAND HEIGHT AND IMPERVIOUS SURFACE CUPs, AND PRELIMINARY AND FINAL PLAT AT 326 AND 332 BROADWAY AVE S

BE IT RESOLVED by the City Council of Wayzata, Minnesota as follows:

Section 1. BACKGROUND

- 1.1 Project. Beltz Enterprises, LLC, and the property owner, MJ Mail Center, LLC (collectively, the "Applicant") have submitted a development application to redevelop the Gold Mine and Mail Center properties at 326 and 332 Broadway Ave S (the "Property"). The proposed redevelopment involves the demolition of the two existing commercial buildings on the property, and construction of a new three story mixed use building consisting of retail uses on the ground level and office uses on the upper two levels (the "Project").
- 1.2 Application Requests. The Application includes requests for approval of:
 - A. Concurrent PUD Concept and General Plan of Development (the "PUD" or "PUD Concept and General Plans"): The Project would be built according to an approved PUD for the proposed new building on the Property with ground level retail and upper level office use. The Applicant is requesting concurrent concept and general plan review and approval.
 - B. Rezoning from C-4B to PUD/Planned Unit Development (the "Rezoning" or "Zoning Amendment"): In connection with approval of the PUD, the Property would be rezoned from the current C-4B District to the PUD District.
 - C. Design (the "Design"): The newly constructed building of the Project is subject to the Design Standards. The Applicant is requesting approval of the design elements of the building as well as deviations from the Design Standards, further detailed in the Design Critique, that pertain to (i) building recession; (ii) exterior building materials; (iii) sidewalks and streetscape; and (iv) roof-top mechanical equipment (the "Deviations").
 - D. Variance from the Maximum Building Height Limit (the "Height Variance"): The Project requires a variance from the maximum building height limit in the PUD Zoning District of 35 feet and 3 stories, whichever is less. The proposed building for the Project would be 3 stories in height, but would be 38 feet in height.

- E. Shoreland Impact Plan/Conditional Use Permit for the Building Height (the "Shoreland Height CUP"): The Project requires a shoreland impact plan/conditional use permit for a building in excess of 35 feet. The proposed building for the Project would be 3 stories in height, but would be 38 feet in height.
- F. Shoreland Impact Plan/Conditional Use Permit for Impervious Surface (the "Shoreland Impervious Surface CUP"): The Project requires a shoreland impact plan/conditional use permit for having impervious surface coverage that exceeds 75% of the lot area. The proposed Project would have an impervious surface coverage of approximately 96%.
- G. Preliminary and Final Plat Subdivision to combine the Lots (the "Subdivision", "Preliminary and Final Plats" or "Lot Combination"): The Project would combine the two existing lots comprising the Property into a new single lot.

- 1.3 Property. The address, property identification numbers and owners of the Property involved in the Project are:

326 Broadway Ave S	06-117-22-42-0016	MJ Mail Center, LLC
332 Broadway Ave S	06-117-22-42-0017	MJ Mail Center, LLC

- 1.4 Land Use. The Property is falls within the C-4B Central Business District, the Shoreland Overlay District, and the Lake Street Design District, under the Zoning Ordinance, and is guided Central Business District in the Comprehensive Plan. The following table outlines the uses, zoning, and Comprehensive Plan land use designations for adjacent properties:

Direction	Adjacent Use	Zoning	Comp Plan Land Use Designation
North	Mill Street Parking Lot	Institutional	Institutional/Public
East	701 Lake St E mixed use building	PUD/Planned Unit Development	Central Business District
South	COV restaurant mixed use building	C-4B/Central Business District	Central Business District
West	Marquee Place mixed use building	C-4B/Central Business District	Central Business District

- 1.5 Notice and Public Hearing. Notice of the public hearing on the Application was published in the *Wayzata Sun Sailor* on July 7, 2016. The public hearing notice was also mailed to all property owners located within 350 feet of the subject property on July 8, 2016.
- 1.6 Planning Commission Action. The Planning Commission held a public hearing and reviewed the Application on July 18, 2016. At its August 1, 2016 meeting, the Planning Commission adopted a Report and Recommendation recommending approval of all the requests in the Application based on the findings in the Report.

Section 2. STANDARDS

2.1 Planned Unit Developments (PUDs).

- A. Intent and Purpose of PUDs. Section 801.33 of the Zoning Ordinance provides for the establishment of Planned Unit Developments to allow greater flexibility in the development of neighborhoods and/or non residential areas by incorporating design modifications as part of a PUD conditional use permit or a mixture of uses when applied to a PUD District. The PUD process, by allowing deviation from the strict provisions of the Zoning Ordinance related to setbacks, lot area, width and depth, yards, etc., is intended to encourage:
 1. Innovations in development to the end that the growing demands for all styles of economic expansion may be met by greater variety in type, design, and placement of structures and by the conservation and more efficient use of land in such developments.
 2. Higher standards of site and building design through the use of trained and experienced land planners, architects, landscape architects, and engineers.
 3. More convenience in location and design of development and service facilities.
 4. The preservation and enhancement of desirable site characteristics such as natural topography and geologic features and the prevention of soil erosion.
 5. A creative use of land and related physical development which allows a phased and orderly development and use pattern.
 6. An efficient use of land resulting in smaller networks of utilities and streets thereby lower development costs and public investments.

7. A development pattern in harmony with the objectives of the Wayzata Comprehensive Plan. (PUD is not intended as a means to vary applicable planning and zoning principles.)
 8. A more desirable and creative environment than might be possible through the strict application on zoning and subdivision regulations of the City.
- B. General Standards. Section 801.33.2.A of the Zoning Ordinance sets forth the general standards for review of a PUD application. These include:
1. Health Safety and Welfare; Council Discretion. In reviewing the PUD application, the Council shall consider comments on the application of those persons appearing before the Council, the report and recommendations of the Planning Commission, the recommendations on design and any staff report on the application. The Council also shall evaluate the effects of the proposed project upon the health, safety and welfare of residents of the community and the surrounding area and shall evaluate the project's conformance with the overall intent and purpose of Section 33 of the PUD Ordinance. If the Council determines that the proposed project will not be detrimental to the health, safety and welfare of residents of the community and the surrounding area and that the project does conform with the overall intent and purpose of Section 33 of the PUD Ordinance, it may approve the PUD, although it shall not be required to do so.
 2. Ownership. Applicant/s must own all of the property to be included in the PUD.
 3. Comprehensive Plan Consistency. The PUD project must be consistent with the City's Comprehensive Plan.
 4. Sanitary Sewer Plan Consistency. The PUD project must be consistent with the City's Sanitary Sewer Plan.
 5. Common Open Space. The PUD project must provide common private or public open space and facilities at least sufficient enough to meet the minimum requirements established in the Comprehensive Plan, and contain provisions to assure the continued operation and maintenance of such.
 6. Operating and Maintenance Requirements. Whenever common private or public open space or service facilities are provided within a PUD, the PUD plan must contain provisions to assure the

continued operation and maintenance of such open space and service facilities to a predetermined reasonable standard. Common private or public open space and service facilities within a PUD must be placed under the ownership of one of the following, as approved by the City Council: (i) dedicated to the public, where a community-wide use is anticipated, (ii) Landlord control, where only tenant use is anticipated, or (iii) Property Owners Association, provided the conditions of 801.33.2.A.6.c are met.

7. Staging of Public and Common Open Space. When a PUD provides for common private or public open space, and is planned as a staged development over a period of time, the total area of common or public open space or land escrow security in any stage of development shall, at a minimum, bear the same relationship to the total open space to be provided in the entire PUD as the stages or units completed or under development bear to the entire PUD.
8. Density. The PUD project must meet the density standards agreed upon by the applicant and City, which must be consistent with the Comprehensive Plan.
9. Utilities. All utilities associated with the PUD must be installed underground and meet the utility connection requirements of Section 801.33.2.A.10.
10. Utility Connections. All utilities associated with proposed PUD must meet the utility connection requirements of Section 801.33.2.A.10.
11. Roadways. All roadways associated with the PUD must conform to the Design Standards and Wayzata Subdivision Regulations, unless otherwise approved by City Council.
12. Landscaping. All landscaping associated with the PUD must be according to a detailed plan approved by the City Council. In assessing the plan, the City Council shall consider the natural features of the particular site, the architectural characteristics of the proposed structure and the overall scheme of the PUD plan.
13. Setbacks. The front, rear and side yard restrictions on the periphery of the Planned Unit Development site at a minimum shall be the same as imposed in the underlying districts, if a PUD conditional use permit, or the previous zoning district, if a PUD District. No building shall be located less than fifteen (15) feet from the back of the curb line along those roadways which are part of the internal street pattern. No building within the PUD project shall be nearer to another building than one-half (1/2) the sum of the

building heights of the two (2) buildings. In PUD Districts for parcels that were zoned commercial prior to PUD and which exceed 13 acres, the allowable setbacks shall be as negotiated and agreed upon between the applicant and the City.

14. Height. The maximum building height to be considered within a PUD District shall be thirty five (35) feet and three (3) stories, whichever is lesser. There shall be no deviation from the height standards applied within the applicable zoning districts for PUD conditional use permits. In PUD Districts for parcels that were zoned commercial prior to PUD and which exceed 13 acres, the maximum allowable height and number of floors shall be as negotiated and agreed upon between the applicant and the City.

2.2 Zoning Ordinance Amendments / Rezoning.

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 the following factors:

- A. The proposed action in relation to the specific policies and provisions of the official City Comprehensive Plan.
- B. The proposed use's conformity with present and future land uses of the area.
- C. The proposed use's conformity with all performance standards contained in the Zoning Ordinance (i.e., parking, loading, noise, etc.).
- D. The proposed use's effect on the area in which it is proposed.
- E. The proposed use's impact upon property value in the area in which it is proposed.
- F. Traffic generation by the proposed use in relation to capabilities of streets serving the property.
- G. The proposed use's impact upon existing public services and facilities including parks, schools, streets, and utilities, and the City's service capacity.

2.3 Design Standards. All new nonresidential building construction in the City must comply with the Design Standards found in Section 9 of the Zoning Ordinance. The Project falls within the Lake Street Design District, and the relevant design standards applicable to the Project are outlined in the attached "Design Critique" (Attachment A). Deviations from the Design Standards may be permitted under Sec. 801.09.21 (with the exception of Section 7 of the Design Standards) if City

Council (after considering the Planning Commission's recommendation) makes a finding that the negative impact of such deviation is outweighed by one or more of the following factors:

1. The extent to which the project advances specific policies and provisions of the City's Comprehensive Plan.
2. The extent to which the deviation permits greater conformity with other Standards, policies behind the Standards, or with other Zoning Ordinance standards.
3. The positive effect of the project on the area in which the project is proposed.
4. The alleviation of an undue burden, taking into account current leasing, housing and commercial conditions.
5. The accommodation of future possible uses contemplated by the Design Standards, the Zoning Ordinance or the Comprehensive Plan.
6. A national, state or local historic designation.
7. The project is the remodeling of an existing building which largely otherwise conforms to the Design Standards.

2.4 Building Height; Variances. Under Section 801.33.2.14, the maximum building height in the PUD Zoning District is thirty-five (35) feet and three (3) stories, whichever is less. Section 801.05.1.C provides the criteria for reviewing variances from the standards of the Zoning Ordinance. The variance review criteria are as follows:

- A. Variances shall only be permitted when they are:
 - (i) in harmony with the general purposes and intent of the Zoning Ordinance; and
 - (ii) consistent with the Comprehensive Plan.
- B. Variances may be granted when the Applicant for the variance establishes that there are practical difficulties in complying with this Ordinance.
- C. "Practical difficulties," as used in connection with the granting of a variance, means that:
 - (i) the property owner's proposal for the property is reasonable but not permitted by Zoning Ordinance;
 - (ii) the plight of the landowner is due to circumstances unique to the property, and not created by the landowner; and

- (iii) the variance, if granted, will not alter the essential character of the locality.
 - D. Economic considerations alone do not constitute practical difficulties. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems.
 - E. Variances shall be granted for earth sheltered construction as defined in Minnesota Statutes, section 216C.06, subdivision 14, when in harmony with this Ordinance.
 - F. The City Council shall not permit as a variance any use that is not allowed under this Ordinance for property in the zoning district where the affected person's land is located, except the City Council may permit as a variance the temporary use of a one family dwelling as a two family dwelling.
 - G. The City Council may impose conditions in the granting of variances. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance.
 - H. An application for a variance shall set forth reasons that the variance is justified under the criteria of this section in order to make reasonable use of the land, structure or building.
- 2.5 Shoreland Impact Plan/Conditional Use Permit for Building Height. The maximum height of buildings in the Shoreland Overlay District is 35 feet. Building heights over 35 feet may be allowed through approval of a shoreland impact plan/conditional use permit. Section 801.91.10. Section 801.91.19 states that landowners or developers desiring to develop land or construct any dwelling or any other artificial obstruction on land located within any Shoreland District within the City of Wayzata shall first submit a conditional use permit application as regulated by Section 801.04 of this Ordinance and a plan of development, referred to as "Shoreland Impact Plan", which shall set forth proposed provisions for sediment control, water management, maintenance of landscaped features, and any additional matters intended to set forth proposed changes requested by the applicant and affirmatively disclose what, if any, change will be made in the natural condition of the earth, including loss of change of earth ground cover, destruction of trees, grade courses and marshes. The plan shall minimize tree removal, ground cover change, loss of natural vegetation, and grade changes as much as possible, and shall affirmatively provide for the relocation or replanting of as many trees as possible which are proposed to be removed. The purpose of the shoreland impact plan shall be to eliminate and minimize as much as possible potential pollution, erosion and siltation.

Conditional Use Permits. City Code Section 801.04.2.F. states that the Planning Commission and City Council shall consider possible adverse effects of the

proposed conditional use. Their judgment shall be based upon (but not limited to) the following factors:

- A. The proposed action in relation to the specific policies and provisions of the official City Comprehensive Plan.
- B. The proposed use's compatibility with present and future uses of the area.
- C. The proposed use's conformity with all performance standards contained herein (i.e., parking, loading, noise, etc.).
- D. The proposed use's effect on the area in which it is proposed.
- E. The proposed use's impact upon property values in the area in which it is developed.
- F. Traffic generated by the proposed use is in relation to capabilities of streets serving the property.
- G. The proposed use's impact upon existing public services and facilities including parks, schools, streets and utilities, and the City's service capacity.

2.6 Shoreland CUP for Impervious Surface Coverage. The Shoreland Overlay District establishes a maximum impervious surface of 25% of the lot area, except impervious surface coverage may be allowed to exceed 75% of the lot area with a shoreland impact plan/conditional use permit.

2.7 Subdivision / Preliminary and Final Plat. Review and approval of subdivisions of property, combinations of two or more lots, and preliminary/final plats are governed by the City's Subdivision Ordinance, Ch. 805 of City Code. The City may agree to review the preliminary and final plat simultaneously. Sec. 805.15.A.

In reviewing such requests, the Planning Commission shall consider possible adverse effects of the preliminary plat. Its judgment shall be based upon, but not limited to, the following factors found in Section 805.14.E:

- 1. The proposed subdivision or lot combination shall be consistent with the Wayzata Comprehensive Plan.
- 2. Building pads that result from a subdivision or lot combination shall preserve sensitive areas such as lakes, streams, wetlands, wildlife habitat, trees and vegetation, scenic points, historical locations, or similar community assets.
- 3. Building pads that result from subdivision or lot combination shall be selected and located with respect to natural topography to

minimize filing or grading.

4. Existing stands of significant trees shall be retained where possible. Building pads that result from a subdivision or lot combination shall be sensitively integrated into existing trees.
5. The creation of a lot or lots shall not adversely impact the scale, pattern or character of the City, its neighborhoods, or its commercial areas.
6. The design of a lot, the building pad, and the site layout shall respond to and be reflective of the surrounding lots and neighborhood character.
7. The lot size that results from a subdivision or lot combination shall not be dissimilar from adjacent lots or lots found in the surrounding neighborhood or commercial area.
8. The architectural appearance, scale, mass, construction materials, proportion and scale of roof line and functional plan of a building proposed on a lot to be divided or combined shall be similar to the characteristics and quality of existing development in the City, a neighborhood or commercial area.
9. The design, scale and massing of buildings proposed on a subdivided or combined lot shall be subject to the architectural guidelines and criteria for the Downtown Architectural District, Commercial and Institutional Architectural Districts, and Residential Architectural Districts and the Design Review Board/City Council review process outline in Section 9 of the Wayzata Zoning Ordinance.
10. The proposed lot layout and building pads shall conform with all performance standards contained herein.
11. The proposed subdivision or lot combination shall not tend to or actually depreciate the values of neighboring properties in the area in which the subdivision or lot combination is proposed.
12. The proposed subdivision or lot combination shall be accommodated with existing public services, primarily related to transportation and utility systems, and will not overburden the City's service capacity.

Section 3. FINDINGS OF FACT

The City Council of the City of Wayzata hereby confirms and memorializes that the (i) Concurrent PUD Concept and General Plan of Development for New Retail and Office Development; (ii) Rezoning from C-4B to PUD/Planned Unit Development; (iii) Design of Project; (iv) Building Height Variance; (v) Shoreland Height CUP; (vi) Shoreland Impervious Surface CUP; and (vii) Preliminary and Final Plat Subdivision that are requested as part of the Application meet all of the applicable requirements of Wayzata's Zoning and Subdivision Ordinances, based upon the following findings of fact made on the record (as well as all Application materials, Applicant's additional submittals, staff reports, public comment presented at the hearing, and the Report and Recommendation of the Planning Commission):

3.1 PUD. The PUD Concept Plan meets the purpose and intent of the PUD Ordinance.

- A. The PUD reflects higher standards of site and building design through the use of trained and experienced land planners, architects, landscape architects, and engineers.
- B. The PUD includes a mixed use building consisting of appropriate retail and unique office use. The mixed use building meets the land use designation for the Property, and is consistent with the goals and objectives of the comprehensive plan.
- C. The PUD creates a more desirable and creative environment than would be possible under the existing C-4B Central Business District. The ground floor retail spaces and upper stories of small office spaces creates a more desirable and creative environment.

In addition, the PUD meets all of the PUD general standards listed in Section 801.33.2.A of the Zoning Ordinance, except for the height requirement for which the Applicant has requested the Height Variance.

3.2 Zoning Ordinance Amendments / Rezoning. The Rezoning for the proposed use (the "Proposed Use") would not have an adverse effect on surrounding properties or the community, and meets the standards for a zoning ordinance amendment:

- A. The Proposed Use is consistent with the Comprehensive Plan land use designation of the Property, and meets the policies of the Comp Plan.
- B. The Proposed Use is consistent with current and future land uses in the area.
- C. The Proposed Use would meet the performance standards outlined in the Zoning Ordinance, except those for which the Variance and CUPs have been requested.

- D. The Proposed Use would not adversely impact surrounding properties.
- E. The Proposed Use would not impact property values in the area.
- F. The existing transportation facilities can meet the traffic demand of the Proposed Use.
- G. The Proposed Use would not exceed service capacity of public services and facilities including parks, schools, streets, and utilities, and the City's service capacity.

3.3 Project Design. The Project meets the applicable provisions of the Design Standards except for the Deviations. Any negative impacts of the Deviations are outweighed by one or more of the following factors:

- 1. The extent to which the Project advances specific policies and provisions of the City's Comprehensive Plan, as noted in the record.
- 2. The extent to which the deviation permits greater conformity with other Standards, policies behind the Standards, or with other Zoning Ordinance standards, as noted in the record.
- 3. The positive effect of the Project on the area in which the Project is proposed.

3.4 Height Variance. The Height Variance meets the standards for granting a variance:

- A. The Height Variance is in harmony with the purpose and intent of the zoning ordinance, and is consistent with the comprehensive plan.
- B. The Applicant has demonstrated that there are practical difficulties in complying with the applicable building height requirement.
- C. There are practical difficulties in complying with the maximum building height requirement in that the need for the increased building height for the Project is a result of the terrain and slope of the Property.
- D. The Height Variance is requested based on the topography and elevation of the property and adjacent public streets, not based on economic factors.
- F. The Applicant is not proposing earth sheltered construction.

- E. The Height Variance is from the building height, not from the use requirements of the zoning district.

3.5 Shoreland CUP for Building Height. The provisions of Section 801.91.19 and 801.04.2(F) of the Zoning Ordinance have been considered and are satisfactorily met.

1. All structures and practices are or will be in place for the treatment of storm water runoff for the Project as reviewed and approved by the City Engineer.
2. A Shoreland Impact Plan has been submitted for review and approval by the City Engineer.

Section 801.04.2(F) Findings

1. The proposed action is compatible with the specific policies and provisions of the official City Comprehensive Plan.
2. The proposed use is compatible with present and future uses of the area.
3. The proposed use conforms with all performance standards contained in the Zoning Ordinance, except those for which a variance and CUPs are requested.
4. The proposed structure and associated uses will not have a negative effect upon the surrounding area.
5. The proposed structure and associated use will not have a negative impact upon surrounding property values.
6. The proposed structure and associated use will not increase traffic.
7. The proposed structure and associated use will not negatively impact existing public services and facilities including parks, schools, streets and utilities, and the City's service capacity.

3.6 Shoreland CUP for Impervious Surface Coverage. The provisions of Section 801.91.19 and 801.04.2(F) of the Zoning Ordinance have been considered and are satisfactorily met.

1. All structures and practices are or will be in place for the treatment of storm water runoff for the Project as reviewed and approved by the City Engineer.

2. A Shoreland Impact Plan has been submitted for review and approval by the City Engineer.

Section 801.04.2(F) Findings

1. The proposed action is compatible with the specific policies and provisions of the official City Comprehensive Plan.
2. The proposed use is compatible with present and future uses of the area.
3. The proposed use conforms with all performance standards contained in the Zoning Ordinance, except those for which a variance and CUPs are requested.
4. The proposed structure and associated uses will not have a negative effect upon the surrounding area.
5. The proposed structure and associated use will not have a negative impact upon surrounding property values.
6. The proposed structure and associated use will not increase traffic.
7. The proposed structure and associated use will not negatively impact existing public services and facilities including parks, schools, streets and utilities, and the City's service capacity.

3.7 Preliminary / Final Plat Subdivision for Lot Combination.

1. The Subdivision is consistent with the Wayzata Comprehensive Plan.
2. The building pad that results from the Subdivision not impact sensitive areas on the Property.
3. The building pad that results from the Subdivision have been selected and located with respect to natural topography to minimize filing or grading.
4. Existing stands of significant trees will be retained where possible.
5. The building pad that results from the Subdivision is sensitively integrated into existing trees on the right of way.
5. The Subdivision does not adversely impact the scale, pattern or character of the City, its neighborhoods, or its commercial areas.

6. The design of the lot, the building pad, and the site layout responds to and is reflective of the surrounding lots and neighborhood character.
7. The lot size resulting from the Subdivision is not dissimilar from adjacent lots or lots found in the surrounding neighborhood.
8. The architectural appearance, scale, mass, construction materials, proportion and scale of roof line and functional plan of the building proposed is similar to the characteristics and quality of existing development in the City and surrounding neighborhood.
9. The building proposed for the Subdivision meets the applicable Design District and the Design Review Board/City Council review criteria and process outlined in Section 9 of the Wayzata Zoning Ordinance.
10. The proposed lot layout and building pad conforms with all performance standards contained in the Subdivision Ordinance with the exception of those for which a variance and CUPs are being requested.
11. The Subdivision will not tend to or actually depreciate the values of neighboring properties in the area in which it is proposed.
12. The Subdivision will be accommodated with existing public services, including those related to transportation and utility systems, and will not overburden the City's service capacity.

Section 4. CITY COUNCIL ACTION

- 4.1 Based on the findings in section 3 of this Resolution, the (i) Concurrent PUD Concept and General Plan of Development for New Retail and Office Development; (ii) Rezoning from C-4B to PUD/Planned Unit Development; (iii) Design of Project; (iv) Building Height Variance; (v) Shoreland Height CUP; (vi) Shoreland Impervious Surface CUP; and (vii) Preliminary and Final Plat Subdivision to combine the existing two lots into a single lot, as set forth in the Application, as revised and presented on the date hereof is hereby approved, subject to the following conditions and restrictions:
- A. The Property Owner must comply with all current and future parking requirements for the uses associated with the Project.
 - B. The City will not issue a building permit for construction of the building

on the Property as proposed until the Property Owner provides 52 parking stalls for the Project, either through a Downtown Mobility District, City parking policy, and/or a separate agreement between the Property Owner and the City of Wayzata for use of parking stalls within the Mill Street parking lot (or future parking ramp) located on the north side of the site.

- C. Final Utility, Stormwater Management, Grading, Drainage, and Erosion Plans must be approved by the City Engineer prior to the submission of building permits and submitted to the City for review.
- D. A stormwater facility maintenance agreement for maintenance of the stormwater management facilities on the Property must be executed for the Property in a form acceptable to the City Engineer.
- E. The Property Owner must enter into an encroachment agreement with the City for the grease trap and stormwater treatment structure located within the City's right of way.
- F. The final design of the sidewalks with the City's right of way must be reviewed and approved by the Director of Planning and Building, City Engineer, and Building Official for compliance with the City's engineering and design standards, State building code, and City's design for the sidewalk along the south side of Mill Street.
- G. Prior to the City issuing a building permit for the Project, the Applicant must submit evidence of a private easement or other agreement acceptable to the City Attorney for use of the trash and recycling facilities by the Project located with the existing building at 701 Lake St E.
- H. Prior to the City issuing a building permit for the Project, the Applicant must submit a construction management plan to City staff for review and approval. The construction management plan must outline locations of construction staging, construction-related parking, and employee parking. All construction-related and employee parking must be located off-site and may not be located within the Mill Street parking lot, Broadway Avenue, Lake Street, or the municipal parking lot located at Broadway Avenue and Lake Street.
- I. The Applicant must record the Final Plat with the appropriate Hennepin County officials within one hundred twenty (120) days in conformance with Section 805.15.E.7 of the Subdivision Ordinance, and provide a recorded copy to the City.
- J. All expenses of the City of Wayzata, including consultant, expert, legal,

and planning fees incurred must be fully reimbursed by the Applicant.

Adopted by the Wayzata City Council this 6th day of September, 2016.



Mayor Ken Willcox

ATTEST:



City Manager Jeffrey Dahl

ACTION ON THIS RESOLUTION:

Motion for adoption: Tyacke

Seconded by: Anderson

Voted in favor of: Anderson, McCarthy, Mullin, Tyacke, Willcox

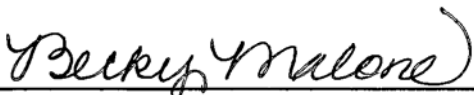
Voted against: None

Abstained: None

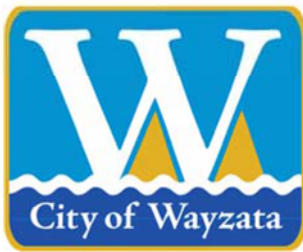
Absent: None

Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Wayzata, Minnesota, at a duly authorized meeting held on September 6, 2016.



Becky Malone, Deputy City Clerk
SEAL



City of Wayzata City Council Agenda Report

MEETING DATE: September 5, 2017	AGENDA ITEM: 7f
TITLE: Approval of a Utility Rate Study Proposal from AEM Financial Solutions, LLC	
PROPOSED MOTION: To Approve the Utility Rate Study Proposal from AEM Financial Solutions, LLC	
PREPARED BY: Jeffrey Dahl, City Manager	
REVIEWED BY: N/A	

ACTION REQUESTED:

Staff recommends approval of the attached draft proposal.

FINANCIAL OR BUDGET CONSIDERATION:

The cost is a not to exceed up to \$13,000 and will be paid equally by the three utilities that will be studied---water, sewer, and storm water. There are adequate balances in each of the funds to pay for this study.

BACKGROUND:

Back in 2012, the City contracted with Progressive Consulting Engineers to perform a rate study for the City's three main utilities. Staff is requesting an update to the rate study, by AEM who is more familiar with our operations, due to a growing trend of operational deficits over the past few years despite the full implementation of the previous study. While the fund balances of each utility are healthy enough to withstand several additional years of operational deficits, staff believes that the current trend is not sustainable with the existing rate structure.

Reasons for downward trend in utility consumption is due to: better/more reliable infrastructure; development projections; rainy growing seasons; and better/more awareness of water conservation practices.

When the study is complete, the Council would be presented a report for consideration with implementation steps involving future rate adjustments starting in 2018.

ATTACHMENTS:

1. Draft Proposal from AEM Financial Solutions to conduct a Utility Rate Study.

Proposal

City of Wayzata

Wayzata, Minnesota

Submitted
August 4, 2017

AEM Financial Solutions, LLC

Grandview Square
5201 Eden Avenue, Suite 250
Edina, Minnesota 55436
952.835.9090

Contact Person
Steven R. McDonald, CPA
952.715.3002
steven.mcdonald@aemcpas.com



People
+ Process.
Going
Beyond the
Numbers

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August 4, 2017

LETTER OF TRANSMITTAL

We are pleased to submit our proposal to the City of Wayzata (the City) and are confident the City will find AEM Financial Solutions, LLC (AEMFS) to have the experience and expertise to exceed your expectations.

The primary contact for this engagement will be Steve McDonald, CPA. Steve McDonald's contact information is listed below.

Steve McDonald, CPA
5201 Eden Ave
Suite 250
Edina, MN 55436
steven.mcdonald@aemcaps.com
952-715-3002

In the event the City selects AEMFS proposal, AEMFS is prepared to enter into an agreement with the City to provide services outlined in the proposal.



August 4, 2017

AEM Financial Solutions™

EXECUTIVE SUMMARY

Mr. Jeff Dahl
City of Wayzata
600 Rice St
Wayzata, Minnesota 55391

Dear Jeff,

AEM Financial Solutions LLC, (AEMFS) is pleased to offer this proposal to the City of Wayzata (the City) for a Utility Rate Study.

The Scope of Services to be provided for the Utility Rate Study includes the evaluation of Wastewater, Water and Storm Sewer operational and infrastructure expenditures - both current and projected to determine the impact of future bond issues on the users of the system. As part of this rate study we will differentiate fixed and variable charges and provide rate options for Council review and input.

The goal of this evaluation will be to evaluate the current rate structure based on existing debt and future projects that are outlined in the City's Capital Improvement Plan. These services are outlined in detail in the remainder of this document. Services will be conducted by an on-site visit and interviews, phone conversations and information provided by the City to AEMFS.

The Utility Rate Study will begin within 2 weeks of execution of this document. It is estimated we would have draft documents for review within 45 days.

The investment by the City for the Utility Rate Study as outlined in the financial section is \$13,000.

AEMFS would like to thank the City for the opportunity to partner with you on this project. We look forward to exceeding your expectations and continuing our long-term, mutually beneficial relationship.

Sincerely,

AEM Financial Solutions, LLC
an Abdo, Eick & Meyers LLP Company

Steven R. McDonald, CPA
Managing Partner

Welcome to ABDO, EICK & MEYERS, LLP

"The investments into our People and Process make a difference for you, our valued client. We focus on the challenges and needs that are relevant to your business or government agency. This allows us to be thoughtful in our approach in providing you with the best solutions, and leaves you assured in the value of our deliverable."

Steve McDonald - Managing Partner



**People
+ Process®**
Going
Beyond the
Numbers

People

Hire

We focus recruiting efforts on Minnesota state colleges and universities. Innovative recruiting strategies, including a strong social media presence, allow us to attract top talent.

Train

We've invested in a state-of-the-art, on-site training facility and a full-time Learning Director to ensure our team is prepared to exceed your expectations.

Reward

We focus on client results and reward our team based on specific goals, not hours billed.



Process

Listen

Our process begins with listening. We invest time to better understand your goals and challenges.

Engage

Active engagement with DFK International and domestic industry associations allows us to provide maximum value to your organization.

Deliver

Combining our internal expertise and technological resources with what we've learned about you allows us to deliver a solution that exceeds your expectations.



Going Beyond the Numbers

FIRM QUALIFICATIONS AND EXPERIENCE

For over 50 years, we've helped local governments throughout Minnesota serve their communities more efficiently. As the leading governmental auditing firm in the state, we provide accounting, financial, and audit services to over 200 governmental entities. In 2009, we established AEM Financial Solutions, LLC (AEMFS) a company dedicated to providing day-to-day accounting and financial management services for local governments. The success of AEMFS stems from having over 17 years of government finance and audit experience, six years of Big Four accounting Firm, and over 50 years of providing governmental services in Minnesota.

As an integral part of your team, we work with you to deliver one-of-a-kind solutions for improving best practices in your entire organization. You can expect to work with our partners and managers to resolve issues ranging from operational effectiveness to long term planning and workflow.

AEMFS is a division of Abdo, Eick & Meyers, LLP (the Firm). Overall the Firm has a professional staff of more than 160 in its Edina and Mankato offices. AEMFS specializes in the governmental industry. The following summarizes the type of services we provide.

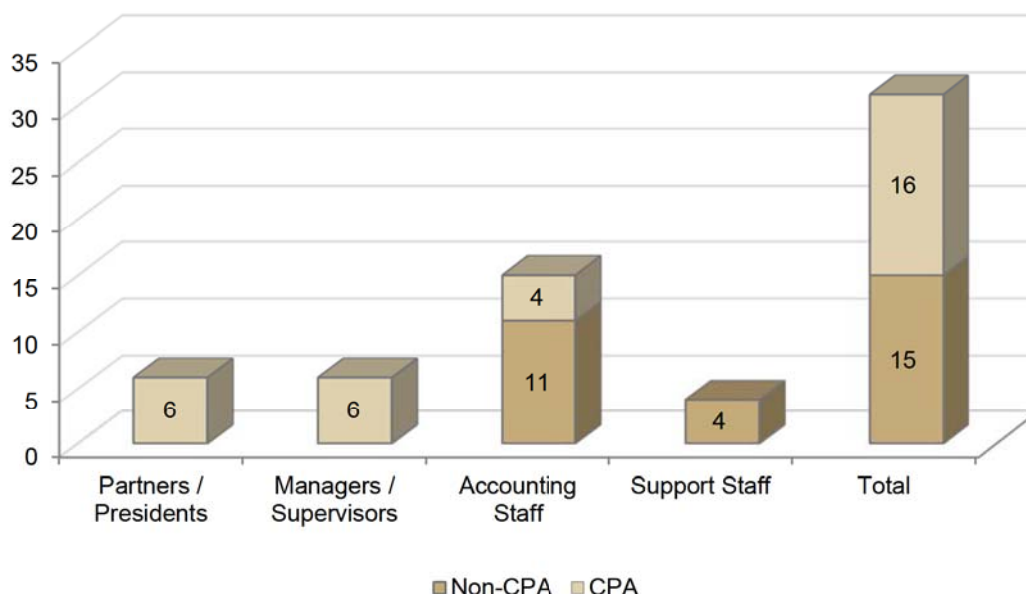
Governmental Client Services

Our governmental client base is composed of cities, municipalities and other public entities. They are as follows:

- Process evaluation studies and recommendations
- Operational effectiveness
- Work flow implementation
- Request for Proposal development
- Project feasibility analysis
- Rate studies, long term strategic planning and capital improvement planning
- Budget development and analysis
- Finance director services for approximately 17 cities.
 - 2 municipal clients receive the GFOA's certificate of achievement for excellence in financial reporting

Personnel

AEMFS has a tremendous level of expertise and experience in providing Governmental services. Our substantial governmental client base and commitment of staff to governmental services has provided our firm with the competence to serve your professionally and efficiently.



APPROACH

Utility Rate Study Process

- Gather input from City Management
- Review and analyze current operational expenses
- Review and analyze current and potential future debt obligations
- Review and analyze future infrastructure improvements
- Develop projection of future operational and infrastructure costs
- Provide rate structure analysis to fund operations, debt and infrastructure needs
- Provide alternative rate structures for review
- Review and discuss outcomes with City Management and City Council

City Expectations

As part of the Utility Rate Study and Long-term Plan, the City agrees to:

- Devote uninterrupted time to working with us as needed
- Make candid representations about your plans and expectations
- Make all management decisions and perform all management functions
- Provide the 2017 budget
- Provide information on future capital improvements
- Provide an individual responsible to review and accept our work

Unanticipated Services

While the fixed price entitles the City to unlimited consultation with us, if your question or issue requires additional research and analysis beyond the consultation, the work will be subject to an additional price, payment terms, and scope to be agreed upon before the service is performed and a change order will be issued to document this understanding.

Furthermore the parties agree that if an unanticipated need arises (training to different groups, researching a new issue, etc.) we hereby agree to perform this additional work at a mutually agreed upon price. This service will be priced separately to the City, using a change order.

Service Guarantee

Our work is guaranteed to the complete satisfaction of the customer. If you are not completely satisfied with the services performed by AEMFS, we will, at the option of the City, either refund the price or accept a portion of said price that reflects the City's level of value received. Upon payment of each of your scheduled payments, we will judge you have been satisfied.

Price Guarantee

Furthermore, if you ever receive an invoice without first authorizing the service, payment terms, and price, you are not obligated to pay for that service.

APPROACH - CONTINUED

City Financial Investment

Total investment by the City for the Utility Rate Study

\$13,000

Payment Schedule

Contract execution

50% of contract price

Project completion

Remaining 50% of contract price

Quality Assurance

Quality is critical the success and integrity of this project. Our internal processes ensure that all work is reviewed and approved prior to moving to the next phase of a project. Our processes require that work is reviewed by a staff member at a higher level than the person that completed it and ultimately the work is signed off on by the AEMFS President and the CEO.

Conclusion

Throughout this process we will be in constant communication with the City team to ensure their needs are being met. By utilizing our operational experience as well as our knowledge of governmental accounting, our 50 plus years of experience providing services to Minnesota municipalities and our knowledge of regulations in the State of Minnesota we will provide the City information and recommendations for financial processes. We are excited about this opportunity and the benefits the City will recognize as this process evaluation is finalized.

SIMILAR ENGAGEMENTS WITH OTHER GOVERNMENTAL ENTITIES

We have long-term relationships with many cities in Minnesota and have provided a sample of references of those we have completed a process evaluation, mapping services, strategic planning, capital planning and other large projects. Additional references are available upon request.

City of New Hope

Kirk McDonald | 763.531.5112
Engagement Partner - Steve McDonald

City of Clearwater

Kevin Kress | 320.558.2428
Engagement President - Jean McGann

City of Dayton

Tina Goodroad | 763.427.4589
Engagement Partner - Steve McDonald

City of Oak Grove

Loren Wickham | 763.404.7075
Engagement Partner - Steve McDonald

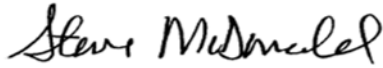
Appendix A

PROPOSER WARRANTIES

Proposer Warranties

1. Proposer warrants that it is willing and able to comply with State of Minnesota laws with respect to foreign (non-State of Minnesota) corporations.
2. Proposer warrants that it is willing and able to obtain an "errors and omissions" insurance policy providing a prudent amount of coverage for the willful or negligent acts, or omissions of any officers, employees or agents thereof.
3. Proposer warrants that it will not delegate or subcontract its responsibilities under an agreement without the prior written permission of the City of Wayzata located in Wayzata, Minnesota.
4. Proposer warrants that all information provided in this proposal is true and accurate.

Signature of
Official:



Name (typed):

Steven R. McDonald, CPA

Title:

CEO

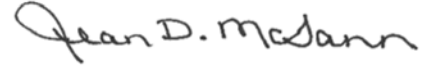
Firm:

AEM Financial Solutions, LLC

Date:

August 4, 2017

Signature of
Official:



Name (typed):

Jean D. McGann, CPA

Title:

President

Firm:

AEM Financial Solutions, LLC

Date:

August 4, 2017

Appendix B

AGREEMENT FOR THE PROVISION OF PROFESSIONAL SERVICES

CITY OF WAYZATA, MINNESOTA

WHEREFORE, this Agreement was entered into on the date set forth below and the undersigned, by execution hereof, represent that they are authorized to enter into this Agreement on behalf of the respective parties and state that this Agreement has been read by them and that the undersigned understand and fully agree to each, all and every provision hereof, and hereby, acknowledge receipt of a copy hereof.

City of Wayzata
600 Rice St
Wayzata, Minnesota 55391

Name _____

Title _____

Name _____

Title _____

Date _____

AEM Financial Solutions, LLC
5201 Eden Ave. Suite 250
Edina, Minnesota 55436

Name Steve McDonald

Title CEO

Date August 4, 2017

Appendix C

Sewer and Water Rate Study

City of Sample
City, Minnesota

Date

Sample

CITY OF SAMPLE, MINNESOTA
SEWER AND WATER RATE STUDY
TABLE OF CONTENTS
Date

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Sample

INTRODUCTORY SECTION

CITY OF SAMPLE
CITY, MINNESOTA

Sample

CITY OF SAMPLE, MINNESOTA
SEWER AND WATER RATE STUDY

Date

I. INTRODUCTION

The City of Sample, Minnesota (the City) owns and operates Sewer and Water and Water utilities. These services are provided to roughly 728 residential and commercial customers. The City estimates new connections as outlined on the assumptions page. Since the annual increased connections are already allocated to existing debt, the City will need to rely primarily on rate increases in order to fund increased operating costs and future capital needs.

This rate study analyzes the cash flows of the Sewer and Water utilities and Sewer and Water access charge funds of the City. Sources and uses of cash are projected for the years ending December 31, 2016 to December 31, 2025. The study uses the current number and type of accounts to project future revenue at a suggested rate for each of the utility funds, each year.

Annual capital costs are projected separately for each of the funds for the projection period. The City has an updated capital improvement plan that goes from 2016 to 2025.

The financial projection is based on billings at the current rate inflated (current state) and billings increased over a 10 year period sufficient to generate positive cash flow. Expense assumptions are outlined in the assumptions section on the following page and present, to the best of management's knowledge and belief, the City's expected results of cash flows for the projection period if such uses of cash occur. Accordingly, the projection reflects management's judgment, as of the date of this projection, of the expected conditions and the City's expected course of action if such usage and expense totals were attained. The presentation is designed to provide information to the City Council concerning recovery of expenses that might be achieved if rates were adjusted and should not be considered to be a presentation of expected future results. Accordingly, this projection may not be useful for other purposes. The assumptions disclosed herein are those that management believes are significant to the projection. Furthermore, there will usually be differences between projected and actual results, because events and circumstances frequently do not occur as expected and those differences may be material.

Sample

CITY OF SAMPLE, MINNESOTA
SEWER AND WATER RATE STUDY

Date

II. ASSUMPTIONS

Water Fund

- Water fees assume a base fee of \$6.50 and \$2.83 per thousand gallons inflated 3 percent annually.
- The City assumes the rate structure will be modified to no longer have first 4,000 gallons unbilled.
- Charges for services includes an assumed \$6.50/month flat fee on 260 availability properties; annual revenue starting at approximately \$20,280. This fee will increase at the same rate as the system fee increases.
- Assumed a \$200,000 surplus transfer from the general fund for the 2016 results.
- Operating expense inflation is assumed to be 5%
- Certain expenditures are expected to increase at greater rates due to the expected increase in users.
- New connections are estimated at 100 per year based on projections. All connection revenue transferred to other funds for existing debt service.
- Planned acquisition of capital assets is taken from the City CIP plan. Major purchases are offset with bond proceeds and future debt payments. The South water tower was assumed to happen in 2023.
- Inter-fund loan payments received from other funds set on City schedule over 7 years.
- **Target cash reserve will be set at 100% of following year's debt service and 50% of following years operating expenses. Based on the assumptions above, the cash balance will be about \$50,000 less than target and operating cash will not generate enough surplus to cover debt by about \$300,000 annually.**

Sewer Fund

- Sewer fees assume a base fee of \$9.50 and \$4.15 per thousand gallons inflated 3 percent annually.
- Charges for services includes an assumed \$9.50/month flat fee on 260 availability properties; annual revenue starting at approximately \$29,640. This fee will increase at the same rate as the system fee increases.
- Operating expense inflation is assumed to be 5% and MCES charges are assumed to also increase due to new connections.
- New connections are estimated at 100 per year based on projections. All connection revenue transferred to other funds for existing debt service.
- Planned acquisition of capital assets is taken from the City CIP plan. Major purchases are offset with bond proceeds and future debt payments. It should be noted that the bond amount will need to be \$750,000 in 2017 or 2018.
- Inter-fund loan payments received from other funds set on City schedule over 7 years.
- **Target cash reserve will be set at 100% of following year's debt service and 50% of following years operating expenses. Based on the assumptions above, the cash balance will be about \$60,000 less than target and several years result in cash deficits at year end.**

CITY OF SAMPLE, MINNESOTA
SEWER AND WATER RATE STUDY
March 22, 2017

II. ASSUMPTIONS - CONTINUED

A schedule of the current customer base and projected new connections through 2026 is listed below:

	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Annual increase in users		100	100	100	100	100	100	100	100	100
Total customers										
Commercial and industrial	738	838	938	1,038	1,138	1,238	1,338	1,438	1,538	1,638
Availability	260	260	260	260	260	260	260	260	260	260
Area and access charges										
Rate										
Water area fee per unit	\$ 1,504	\$ 1,504	\$ 1,504	\$ 1,504	\$ 1,504	\$ 1,504	\$ 1,504	\$ 1,504	\$ 1,504	\$ 1,504
Water access charge per unit	1,943	1,943	1,943	1,943	1,943	1,943	1,943	1,943	1,943	1,943
Sewer area fee per unit	1,625	1,625	1,625	1,625	1,625	1,625	1,625	1,625	1,625	1,625
Sewer access charge per unit	665	665	665	665	665	665	665	665	665	665
Revenue - Access and area										
Water	344,000	344,000	344,000	344,000	344,000	344,000	344,000	344,000	344,000	344,000
Sewer	229,000	229,000	229,000	229,000	229,000	229,000	229,000	229,000	229,000	229,000

A schedule of the planned capital projects are listed below.

The assumption is that the City will be doing these projects at some point during the projection period. So whether they are deferred to later years or occur as scheduled the projection assumes that we will be matching rate increases to total CIP costs amortized over 20 years. There are no projects scheduled for 2024-2026 so those columns are not presented.

	2017	2018	2019	2020	2021	2022	2023
Water							
1 Ton with hoist and plow package	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
South Dayton Water System- Construction	-	-	-	-	-	-	5,500,000
Water Connection to Otsego	500,000	-	-	-	-	-	-
GIS Software	-	17,500	-	-	-	-	-
Northwest Well	-	-	-	-	1,250,000	-	-
Northeast Well	-	-	-	-	-	-	1,250,000
Northwest Tower	-	-	-	-	2,500,000	-	-
Total Water Fund Capital	\$ 535,000	\$ 17,500	\$ -	\$ -	\$ 3,750,000	\$ -	\$ 6,750,000
Average annual cost over a 15 year period	\$ 552,625						
Sewer							
Trunk Sanitary Sewer - Rush Creek Parkway to Sundance Golf Course	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
*Trunk Sanitary Sewer - Sundance Golf Course to 117th Ave W French	-	-	-	-	-	-	-
Lake Road - Brockton to south limit of Liberty site	-	-	-	-	-	-	-
1 Ton with Hoist and plow package	35,000	-	-	-	-	-	-
GIS Software	-	17,500	-	-	-	-	-
Jec Vac Truck	-	-	300,000	-	-	-	-
Total Water Fund Capital	\$ 335,000	\$ 17,500	\$ 300,000	\$ -	\$ -	\$ -	\$ -
Average annual cost over a 15 year period	\$ 32,625						

CITY OF SAMPLE, MINNESOTA
SEWER AND WATER RATE STUDY
Date

III. SEWER AND WATER RATE STUDY

Water utilities operating fund

Goal

- Water Operating fund to maintain a targeted cash balance. Targeted cash balance for the fund refers to the following years' debt service obligations well as 50 percent of estimated operating costs. Since bonding is intended to fund projects, there isn't an amount built in for depreciation recovery.

Rates

A summary of the current rates and proposed rates are listed below. As mentioned above, by limiting the increase in the first year and allowing minor inflationary amounts in subsequent years, the cash flow will not achieve the target by the end of the projection. Council will need to review rates annually and will need to make larger increases if the capital plan is implemented.

		Proposed Rates										
		Current state	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Water	Proposed increase on rates		3%	3%	3%	3%	3%	3%	3%	3%	3%	3%
	Increase due to fee structure change		15%	0%	0%	0%	0%	0%	0%	0%	0%	0%
	Monthly bill based on 4,000 gallons	\$ 14.20	\$ 17.82	\$ 18.35	\$ 18.91	\$ 19.47	\$ 20.06	\$ 20.66	\$ 21.28	\$ 21.92	\$ 22.57	\$ 23.25
	Monthly \$ increase for a 4,000 gallon user	\$ 3.62	\$ 0.53	\$ 0.55	\$ 0.57	\$ 0.58	\$ 0.60	\$ 0.62	\$ 0.64	\$ 0.66	\$ 0.68	
	Annual \$ increase for an average 4,000 gallon user	\$ 43.44	\$ 6.42	\$ 6.61	\$ 6.81	\$ 7.01	\$ 7.22	\$ 7.44	\$ 7.66	\$ 7.89	\$ 8.13	
	Residential and commercial											
	Base fee	14.20	6.50	6.70	6.90	7.10	7.32	7.54	7.76	7.99	8.23	8.48
	Per 1,000 - 0 to 4,999 gallons	-	2.83	2.91	3.00	3.09	3.19	3.28	3.38	3.48	3.58	3.69
	Per 1,000 - 5,000 gallons and above	2.44	3.13	3.22	3.32	3.42	3.52	3.63	3.74	3.85	3.96	4.08
	Availability		6.50	6.70	6.90	7.10	7.32	7.54	7.76	7.99	8.23	8.48

The table below summarizes comparable communities. Currently Sample has water rates reasonably close to the comparable communities but the rate increase needed to fund planned operations will result in Sample's rate being higher than the cities below. To gain perspective, it may be helpful in future studies to look at more cities in the metro area with similar growth patterns as Sample. As mentioned above, this rate is necessary to start funding planned capital needs over the next ten years since connection fees have been earmarked for pre-existing debt but this increase will not result in cash flow to cover assumed bond principal and interest at the end of the projection.

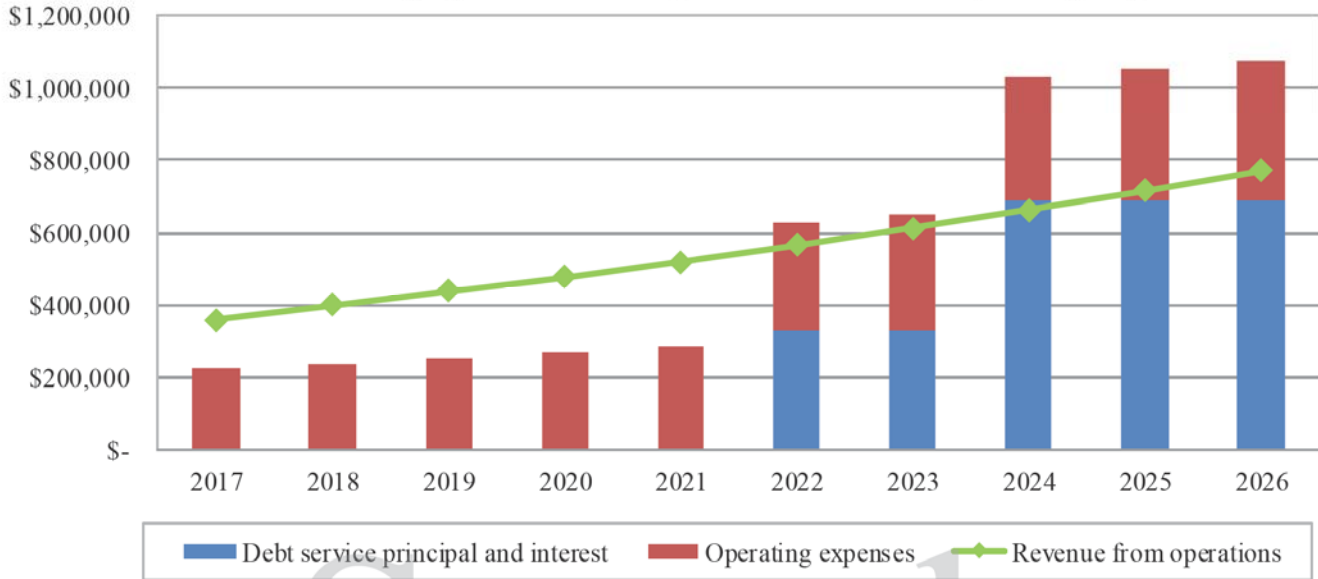
City	Monthly Bill
Otsego	\$ 11.86
Rogers	\$ 7.16
Champlin	\$ 10.95
Ramsey	\$ 12.85
City - Current	\$ 14.20
City - Proposed	\$ 17.82

CITY OF SAMPLE, MINNESOTA
SEWER AND WATER RATE STUDY
Date

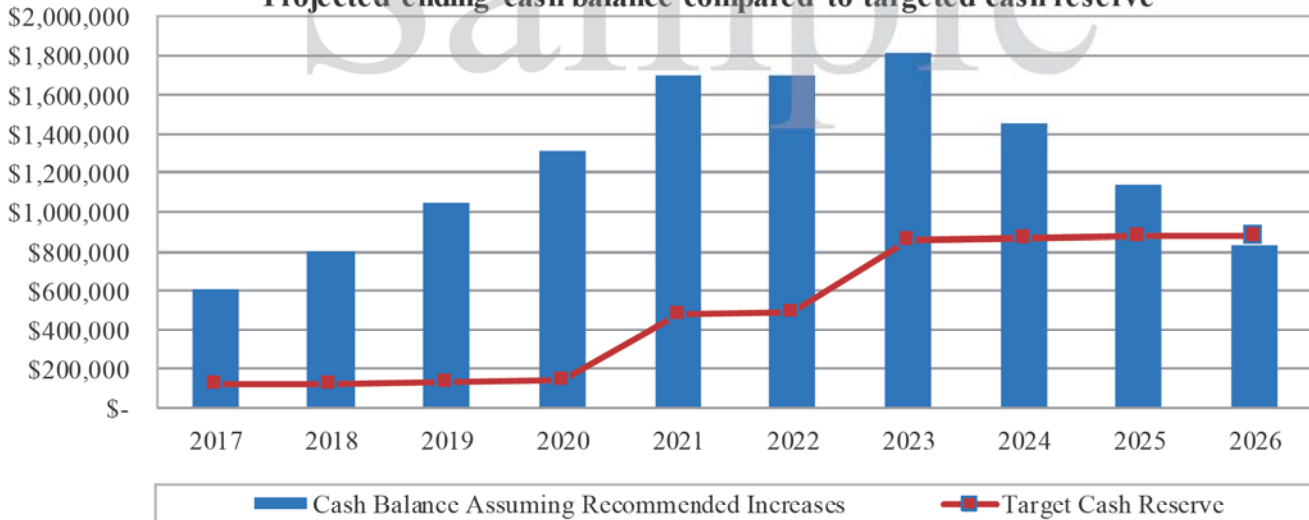
III. SEWER AND WATER RATE STUDY - CONTINUED

Water utilities operating fund - Continued

Revenue from proposed rates compared with debt and operating expense



Projected ending cash balance compared to targeted cash reserve



CITY OF SAMPLE, MINNESOTA
SEWER AND WATER RATE STUDY

Date

III. SEWER AND WATER RATE STUDY - CONTINUED

Sewer utilities operating fund

Goal

- The Sewer Operating fund to maintain a targeted cash balance. Targeted cash balance for the fund refers to the following years' debt service obligations well as 50 percent of estimated operating costs. Since bonding is intended to fund projects, there isn't an amount built in for depreciation recovery.

Rates

A summary of the current rates and proposed rates are listed below. The proposed change includes starting the usage charge at initial usage. The usage charge was maintained at the current rate. The proposed fee structure also includes a basic inflationary increase through the life of the projection period for both the base fee and usage fee. There is a period from 2019 to 2023 where the cash has a deficit and is below the targeted cash reserve by about \$400,000 but the City could defer the annual payment on the inter-fund loan owed to the Water and General funds that total about \$85,000 annually during that period. Another option would be to increase the rate increase after the first year.

		Current state	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Sewer	Proposed increase		3%	3%	3%	3%	3%	3%	3%	3%	3%	3%
	Increase due to fee structure change		80%	0%	0%	0%	0%	0%	0%	0%	0%	0%
	Monthly bill based on 4,000 gallons	\$ 14.20	\$ 26.10	\$ 26.88	\$ 27.69	\$ 28.52	\$ 29.38	\$ 30.26	\$ 31.16	\$ 32.10	\$ 33.06	\$ 34.05
	Monthly \$ increase for a 4,000 gallon user	\$	11.90	\$ 0.78	\$ 0.81	\$ 0.83	\$ 0.86	\$ 0.88	\$ 0.91	\$ 0.93	\$ 0.96	\$ 0.99
	Annual \$ increase for an average 4,000 gallon user	\$	142.80	\$ 9.40	\$ 9.68	\$ 9.97	\$ 10.27	\$ 10.58	\$ 10.89	\$ 11.22	\$ 11.56	\$ 11.90
Residential and commercial												
	Base fee	14.20	9.50	9.79	10.08	10.38	10.69	11.01	11.34	11.68	12.03	12.40
	Per 1,000 - 0 to 4,999 gallons	-	4.15	4.27	4.40	4.53	4.67	4.81	4.96	5.10	5.26	5.41
	Per 1,000 - 5,000 gallons and above	4.01	4.15	4.27	4.40	4.53	4.67	4.81	4.96	5.10	5.26	5.41
	Availability		9.50	9.79	10.08	10.38	10.69	11.01	11.34	11.68	12.03	12.40

The table below summarizes comparable communities. Currently Sample has water rates less than most comparable communities. The rate increase needed to fund planned operations will result in Sample's rate being above most comparable cities but still reasonably close to the highest. As mentioned above, this rate is necessary to fund current debt commitments over the next ten years since connection fees have been earmarked for pre-existing debt.

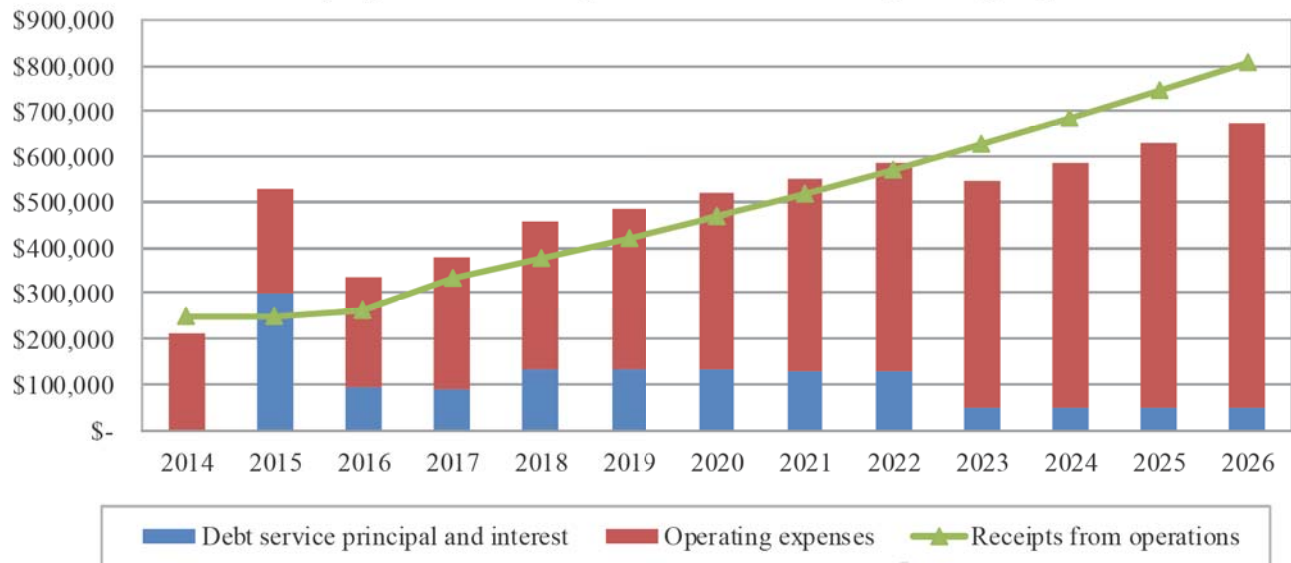
City	Monthly Bill
Otsego	\$ 19.83
Rogers	\$ 14.95
Champlin	\$ 25.23
Ramsey	\$ 24.10
City - Current	\$ 14.20
City - Proposed	\$ 26.10

CITY OF SAMPLE, MINNESOTA
SEWER AND WATER RATE STUDY
Date

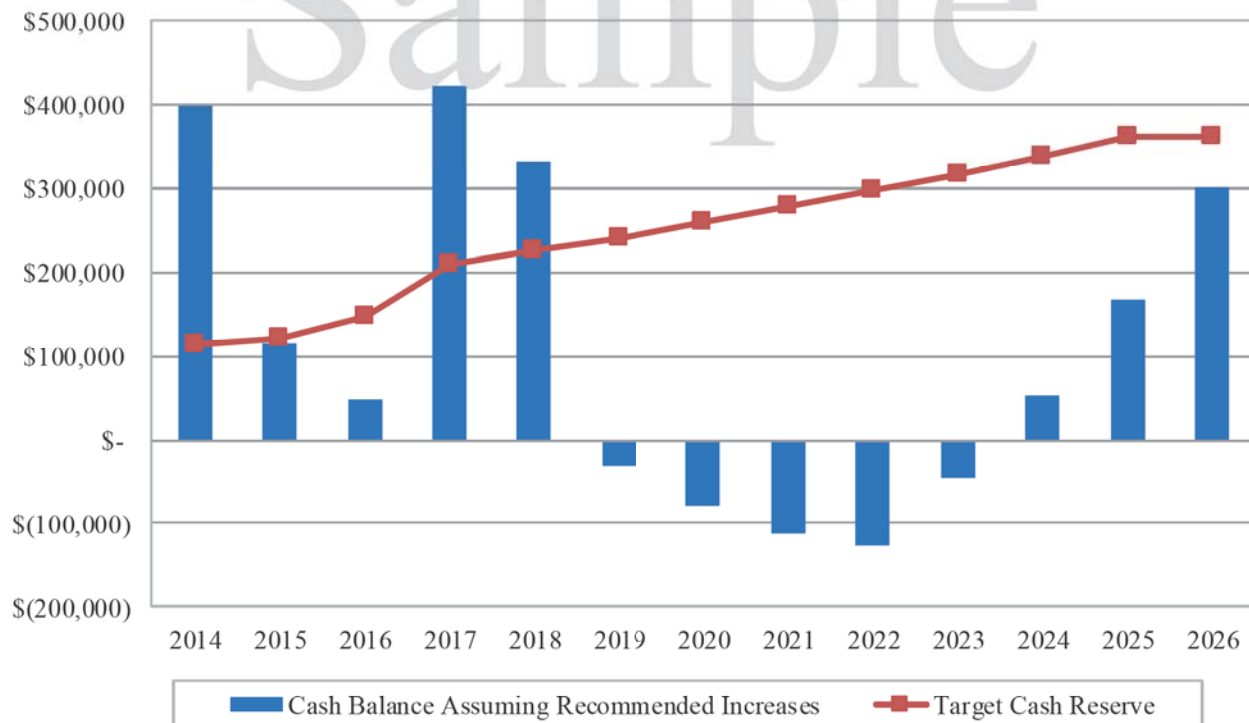
III. SEWER AND WATER RATE STUDY - CONTINUED

Sewer utilities operating fund

Revenue from proposed rates compared with debt and operating expense



Projected ending cash balance compared to targeted cash reserve

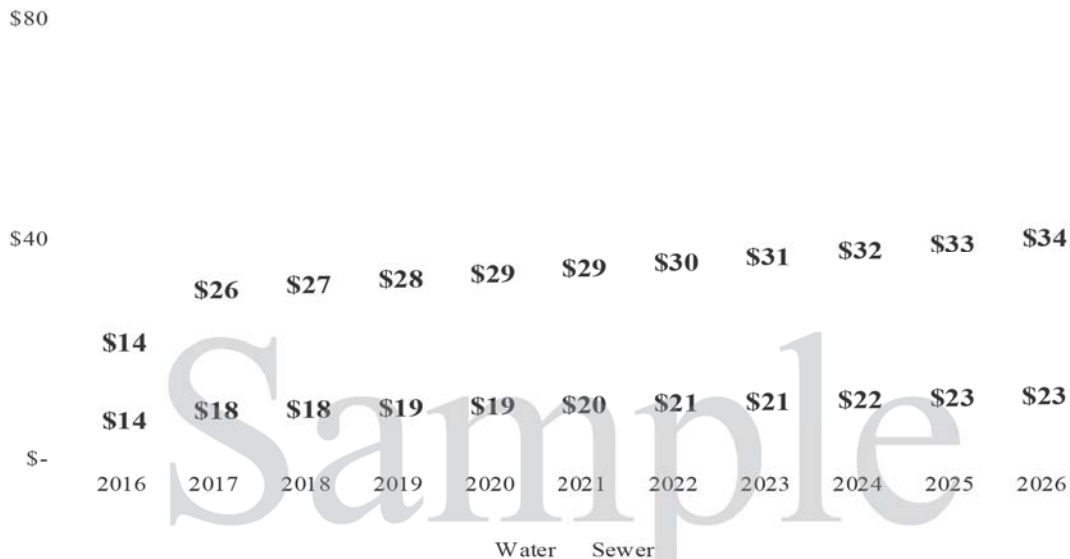


CITY OF SAMPLE, MINNESOTA
SEWER AND WATER RATE STUDY
Date

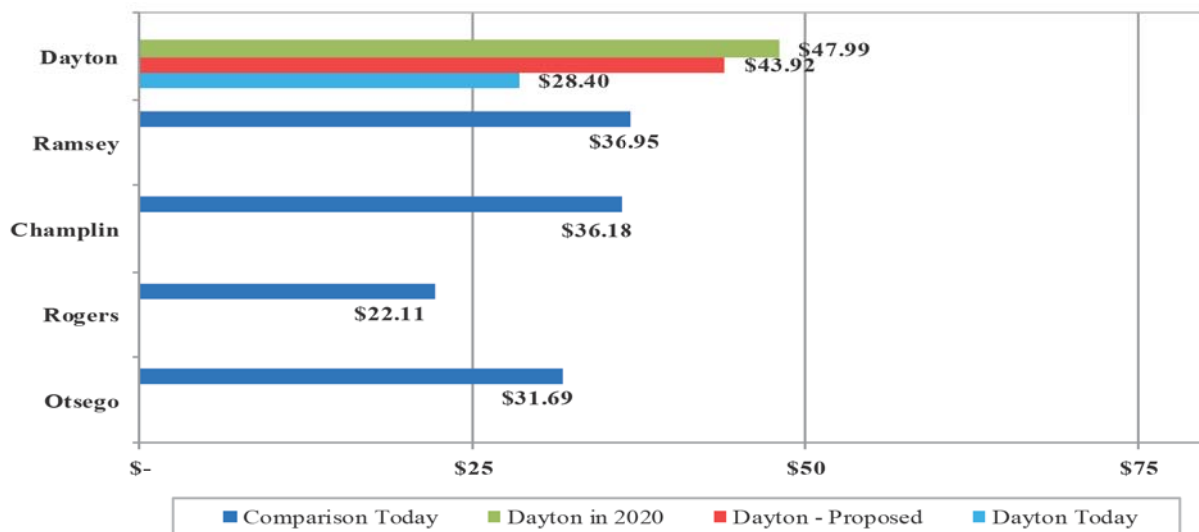
Summary

As evidenced in the discussion above, maintaining the current structure, even if inflationary increases are done, is not an option. Based on current total rates for water and sewer, it appears the City is very competitive with similar communities but in order to build sufficient working capital, the City will need to increase rates beyond the comparison group. We do recommend the City implement the change in billing structure where the usage fee applies for the initial usage and also implement the first scenario for the water fund and the one scenario for the sewer fund. Additionally, the rate increases implemented in the first year do help get the City started improving the cash position but the City will need to consider more significant increases in future years in order to hit an adequate working capital target.

Projected Total Residential Monthly Utility Bill Under Recommendations (Average 4,000 gallons)



Monthly Utility Bill Using Current Rates at 4,000 gallons



SUPPLEMENTARY INFORMATION

CITY OF SAMPLE
CITY, MINNESOTA

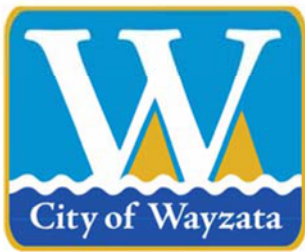
Sample

CITY OF SAMPLE, MINNESOTA
WATER FUND
CASH FLOW PROJECTIONS
FOR THE YEARS ENDING DECEMBER 31, 2016 THROUGH 2026

	RATE STUDY PROJECTIONS										
	Estimated 2016	Estimated 2017	Estimated 2018	Estimated 2019	Estimated 2020	Estimated 2021	Estimated 2022	Estimated 2023	Estimated 2024	Estimated 2025	Estimated 2026
PROJECTED RATE INCREASE											
USAGE RATES											
FIXED											
CASH FLOWS FROM OPERATING ACTIVITIES											
Receipts from customers and users	\$ 311,708	\$ 359,577	\$ 399,773	\$ 437,591	\$ 477,529	\$ 519,696	\$ 566,555	\$ 613,548	\$ 663,152	\$ 715,506	\$ 770,763
Payments to suppliers/service providers	(125,060)	(124,655)	(133,522)	(143,098)	(153,441)	(164,621)	(176,711)	(189,790)	(203,949)	(219,282)	(235,897)
Payments to employees	(54,780)	(98,300)	(103,215)	(108,376)	(113,794)	(119,484)	(125,458)	(131,731)	(138,318)	(145,234)	(152,496)
Net cash from operating activities	131,868	136,622	163,036	186,117	210,294	235,591	264,386	292,027	320,885	350,990	382,370
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES											
Transfers out	(344,400)	(344,000)	(344,000)	(344,000)	(344,000)	(344,000)	(344,000)	(344,000)	(344,000)	(344,000)	(344,000)
Transfers in	-	200,000	-	-	-	-	-	-	-	-	-
Advance to other funds	50,757	48,000	47,143	46,286	45,429	44,571	43,714	-	-	-	-
Net cash from noncapital financing activities	(293,643)	(96,000)	(296,857)	(297,714)	(298,571)	(299,429)	(300,286)	(344,000)	(344,000)	(344,000)	(344,000)
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES											
Acquisition of capital assets	-	(535,000)	(17,500)	-	-	(3,750,000)	-	(6,750,000)	-	-	-
Connection fees received	344,400	344,000	344,000	344,000	344,000	344,000	344,000	344,000	344,000	344,000	344,000
Proceeds of bonds issued	-	-	-	-	-	3,850,000	-	6,875,000	-	-	-
Principal paid on long-term debt	-	-	-	-	-	-	(109,650)	(204,642)	(429,960)	(440,709)	(451,727)
Interest paid on long-term debt	-	-	-	-	-	-	(127,500)	(122,509)	(258,018)	(247,269)	(236,251)
Net cash from capital and related financing activities	344,400	(191,000)	326,500	344,000	344,000	444,000	16,850	141,849	(343,978)	(343,978)	(343,978)
CASH FLOWS FROM INVESTING ACTIVITIES											
Investment earnings and other activity	7,360	7,500	6,043	8,030	10,435	13,096	17,029	17,009	18,078	14,587	-
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	189,985	(142,878)	198,722	240,433	266,158	393,258	(2,021)	106,885	(349,015)	(322,401)	(305,608)
CASH AND CASH EQUIVALENTS, JANUARY 1	557,211	747,196	604,318	803,040	1,043,473	1,309,632	1,702,890	1,700,869	1,807,753	1,458,738	1,136,337
CASH AND CASH EQUIVALENTS, DECEMBER 31	\$ 747,196	\$ 604,318	\$ 803,040	\$ 1,043,473	\$ 1,309,632	\$ 1,702,890	\$ 1,700,869	\$ 1,807,753	\$ 1,458,738	\$ 1,136,337	\$ 830,730
TARGET CASH RESERVE	\$ 111,478	\$ 118,369	\$ 125,737	\$ 133,618	\$ 142,053	\$ 147,823	\$ 148,912	\$ 859,112	\$ 870,236	\$ 882,175	\$ 882,175
CASH IN EXCESS OF RESERVE	\$ 635,719	\$ 485,950	\$ 677,303	\$ 909,856	\$ 1,167,579	\$ 1,224,655	\$ 1,212,957	\$ 948,642	\$ 588,502	\$ 254,163	\$ -
increase monthly bill (4,000 gallons)	\$ 14.20	\$ 17.82	\$ 18.35	\$ 18.91	\$ 19.47	\$ 20.06	\$ 20.66	\$ 21.28	\$ 21.92	\$ 22.57	\$ 23.25

CITY OF SAMPLE, MINNESOTA
SEWER FUND
CASH FLOW PROJECTIONS
FOR THE YEARS ENDING DECEMBER 31, 2016 THROUGH 2026

	RATE STUDY PROJECTIONS										
	Estimated 2016	Estimated 2017	Estimated 2018	Estimated 2019	Estimated 2020	Estimated 2021	Estimated 2022	Estimated 2023	Estimated 2024	Estimated 2025	Estimated 2026
PROJECTED RATE INCREASE											
USAGE RATES											
FIXED											
CASH FLOWS FROM OPERATING ACTIVITIES											
Receipts from customers and users	\$ 263,305	\$ 334,764	\$ 377,062	\$ 421,600	\$ 468,475	\$ 517,787	\$ 571,981	\$ 626,482	\$ 683,745	\$ 743,887	\$ 807,027
Payments to suppliers/service providers	(185,746)	(209,601)	(235,122)	(262,105)	(290,617)	(320,742)	(352,563)	(386,170)	(421,654)	(459,118)	(498,666)
Payments to employees	(54,780)	(82,600)	(86,730)	(91,067)	(95,621)	(100,401)	(105,421)	(110,692)	(116,226)	(122,038)	(128,140)
Net cash from operating activities	22,779	42,563	55,210	68,428	82,237	96,644	113,997	129,620	145,865	162,731	180,221
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES											
Transfers out	(229,000)	(229,000)	(229,000)	(229,000)	(229,000)	(229,000)	(229,000)	(229,000)	(229,000)	(229,000)	(229,000)
Transfers in	-	-	-	-	-	-	-	-	-	-	-
Advance to other funds	(93,055)	(88,000)	(86,429)	(84,857)	(83,286)	(81,714)	(80,143)	-	-	-	-
Decrease in advance to other funds	-	-	-	-	-	-	-	-	-	-	-
Net cash from noncapital financing activities	(322,055)	(317,000)	(315,429)	(313,857)	(312,286)	(310,714)	(309,143)	(229,000)	(229,000)	(229,000)	(229,000)
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES											
Acquisition of capital assets	-	(335,000)	(17,500)	(300,000)	-	-	-	-	-	-	-
Connection fees received	229,000	229,000	229,000	229,000	229,000	229,000	229,000	229,000	229,000	229,000	229,000
Proceeds of bonds issued	-	750,000	-	-	-	-	-	-	-	-	-
Principal paid on long-term debt	-	-	(29,360)	(30,094)	(30,847)	(31,618)	(32,408)	(33,219)	(34,049)	(34,900)	(35,773)
Interest paid on long-term debt	-	-	(18,750)	(18,016)	(17,264)	(16,492)	(15,702)	(14,892)	(14,061)	(13,210)	(12,338)
Net cash from capital and related financing activities	229,000	644,000	163,390	(119,110)	180,889	180,890	180,890	180,889	180,890	180,890	180,889
CASH FLOWS FROM INVESTING ACTIVITIES											
Investment earnings and other activity	3,600	5,700	4,238	3,312	-	-	-	-	-	526	-
NET INCREASE (DECREASE)											
IN CASH AND CASH EQUIVALENTS	(66,676)	375,263	(92,591)	(361,227)	(49,160)	(33,180)	(14,256)	81,509	97,755	115,147	132,110
CASH AND CASH EQUIVALENTS, JANUARY 1	115,185	48,509	423,772	331,181	(30,046)	(79,206)	(112,386)	(126,642)	(45,133)	52,622	167,769
CASH AND CASH EQUIVALENTS, DECEMBER 31	\$ 48,509	\$ 423,772	\$ 331,181	\$ (30,046)	\$ (79,206)	\$ (112,386)	\$ (126,642)	\$ (45,133)	\$ 52,622	\$ 167,769	\$ 299,879
TARGET CASH RESERVE	\$ 146,100	\$ 209,036	\$ 224,696	\$ 241,230	\$ 258,681	\$ 277,102	\$ 296,542	\$ 317,050	\$ 338,688	\$ 361,514	\$ 361,514
CASH IN EXCESS OF RESERVE	\$ -	\$ 214,736	\$ 106,485	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Average monthly bill (4,000 gallons)	\$ 14.20	\$ 26.10	\$ 26.88	\$ 27.69	\$ 28.52	\$ 29.38	\$ 30.26	\$ 31.16	\$ 32.10	\$ 33.06	\$ 34.05
Average percentage increase		46%	3%	3%	3%	3%	3%	3%	3%	3%	3%
Average monthly dollar increase	\$ 11.90	\$ 11.90	\$ 0.78	\$ 0.81	\$ 0.83	\$ 0.86	\$ 0.88	\$ 0.91	\$ 0.93	\$ 0.96	\$ 0.99
Average annual dollar increase	\$ 142.80	\$ 142.80	\$ 9.40	\$ 9.68	\$ 9.97	\$ 10.27	\$ 10.58	\$ 10.89	\$ 11.22	\$ 11.56	\$ 11.90



City of Wayzata City Council Agenda Report

MEETING DATE: September 5, 2017	AGENDA ITEM: 8a
TITLE: Public Hearing and Consider Approval of the Modification of TIF District No. 3	
PROPOSED MOTION: To Approve Resolution No. 36-2017, Adopting the Modification to the Tax Increment Financing Plan for the Tax Increment Financing District No. 3 within the Central Area Redevelopment District	
PREPARED BY: Jeffrey Dahl, City Manager	
REVIEWED BY: N/A	

ACTION REQUESTED:

Once the Public Hearing has been opened and closed, staff recommends approval of the attached Resolution No. 36-2017, to modify TIF Plan for TIF District No. 3—Widsten.

FINANCIAL OR BUDGET CONSIDERATION:

Approving the modification to the TIF Plan will allow the City to utilize previously captured increment and future increment generated within TIF District No. 3---Widsten to help pay off expenses and debt related to the Mill Street Parking Ramp. The district, which will be decertified at the end of 2022, generates over \$400,000 per year.

BACKGROUND:

Please see the attached memo from Stacie Kvilvang of Ehlers and Associates. As a result of the legislative amendment, the City has taken the following actions to date:

- June 22, 2017---HRA requests that the City Council call for a public hearing;
- July 5, 2017---City Council calls for a public hearing;
- July 18, 2017---Letter received by County Commissioner giving notice of a potential modification to a redevelopment tax increment financing district;
- August 3, 2017---HRA adopts a resolution approving the TIF Plan Modification;
- August 4, 2017---Fiscal/economic implications received by School Board Clerk and County Auditor;
- August 17, 2017---Date of publication of hearing notice and map; and
- September 5, 2017---City Council holds a public hearing at 7:00 P.M. on the Modification to the TIF Plan for TIF District No. 3.

ATTACHMENTS:

1. Resolution No. 36-2017 Adopting the Modification to the Tax Increment Financing Plan for the Tax Increment Financing District No. 3 within the Central Area Redevelopment District
2. Memo from Stacie Kvilvang, Ehlers and Associates, dated September 5, 2017
3. Draft TIF Plan Modification for TIF District #3, August 18, 2017

CITY OF WAYZATA
HENNEPIN COUNTY
STATE OF MINNESOTA

Council member _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. 36-2017

**RESOLUTION ADOPTING A MODIFICATION TO THE TAX INCREMENT
FINANCING PLAN FOR TAX INCREMENT FINANCING DISTRICT NO. 3
WITHIN THE CENTRAL AREA REDEVELOPMENT DISTRICT.**

BE IT RESOLVED by the City Council (the "Council") of the City of Wayzata, Minnesota (the "City"), as follows:

Section 1. Recitals.

1.01. The Board of Commissioners (the "Board") of the Wayzata Housing and Redevelopment Authority (the "HRA") has heretofore established Tax Increment Financing District No. 3 and adopted the Tax Increment Financing Plan therefor. It has been proposed that the City adopt a Modification to the Tax Increment Financing Plan (the "Modification") for Tax Increment Financing District No. 3 (the "District"), all pursuant to and in conformity with applicable law, including Minnesota Statutes, Sections 469.001 to 469.047, and Sections 469.174 to 469.1794, inclusive as amended (the "Act"), all as reflected in the Modification, and presented for the Council's consideration.

1.02. The Council has investigated the facts related to the Modification and has caused the Modification to be prepared.

1.03. The City has performed all actions required by law to be performed prior to the adoption and approval of the proposed Modification, including, but not limited to, notification of Hennepin County and Independent School District No. 284 having taxing jurisdiction over the property included in the District, and the holding of a public hearing upon published notice as required by law.

1.04. The City is not modifying the boundaries of Central Area Redevelopment District.

1.05. The City is not modifying the boundaries of the District.

Section 2. Findings for the Tax Increment Plan Modification

2.01. The Council hereby reaffirms the original findings for the District, namely that the when the District was established, it was established as a "redevelopment district" under Minnesota Statutes, Section 469.174, Subd. 10(a)(1).

In addition, the City makes the following findings:

- I. The Modification conforms to the general plan for development or redevelopment of the City as a whole. This finding is based, in primary part, on the conclusion that the Modification reaffirms the original finding that the District will generally complement and serve to implement policies adopted in the City's comprehensive plan.
- II. The Modification will afford maximum opportunity, consistent with the sound needs of the City as a whole, for the development or redevelopment of the Central Area Redevelopment District by private enterprise. This finding is based, in primary part, on the conclusion that the development activities are necessary so that redevelopment by private enterprise can occur within the Central Area Redevelopment District. In addition, the construction of a public parking ramp within the Central Area Redevelopment District will allow for future redevelopment of other property while addressing current parking needs that are currently not being met.
- III. The development and redevelopment efforts, in the opinion of the City, would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future and therefor the use of tax increment financing is deemed necessary.

Section 3. Public Purpose

3.01. The adoption of the Modification conforms in all respects to the requirements of the Act and will help fulfill a need to develop an area of the State which is already built up and thereby serves a public purpose.

Section 4. Approval and Adoption of the Modification; Filing.

4.01. The Modification is hereby approved, and shall be placed on file in the office of the City Manager. Approval of the Modification does not constitute approval of any project or a development agreement with any developer.

4.02. The staff of the City are authorized to file the Modification with the Commissioner of Revenue, the Office of the State Auditor and the Hennepin County Resident and Real Estate Services Director.

4.03. The staff of the City, the City's advisors and legal counsel are authorized and directed to proceed with the implementation of the Modification and for this purpose to negotiate, draft, prepare and present to this Council for its consideration all further modifications, resolutions, documents and contracts necessary for this purpose.

The motion for the adoption of the foregoing resolution was duly seconded by Council member _____, and upon a vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Dated: September 5, 2017

ATTEST:

Ken Willcox, Mayor

Jeffrey Dahl, City Manager



Memo

To: Jeffrey Dahl, City Manager
From: Stacie Kvilvang
Date: September 5, 2017
Subject: Widsten TIF District #3 Plan Modification

Widsten TIF District is a redevelopment district that was certified on March 1, 1996 and was amended in 2001 and 2008 to update budgets and provide pooling authority. The TIF plan was originally created to allow the City to construct a 300-stall publicly owned parking ramp and to complete public improvements to Mill Street. In 2001 the City sold \$3,195,000 in bonds to assist with acquiring the land and developing the former, on-grade parking lot and to complete some public improvements along Mill Street (these bonds were refinanced in 2010 and paid off in December 2015).

In 2017, the City received special legislation for the District that allows the City to use both the existing TIF balance and future TIF receipts to assist in paying for the newly constructed public parking facility that is located within the TIF district. The TIF plan is being modified to incorporate the new legislation, which effectively states:

1. The 5-year rule (must have all obligations in place or bonds sold within 5 years of certification of the district) has been met if the tax increment is spent on projects originally contemplated in the plan; and
2. The district was not required to be decertified at the end of 2015, even though the original bonds were paid off in that year

In addition to these updates, we have updated the following:

1. Updated the budget to reflect actual TIF received to date and proposed through the remainder of the District
2. Updated the budget to conform with new Office of the State Auditor (OSA) reporting requirements
3. Updated the HRA and City's bonding capacity under the TIF plan to allow for use of TIF on the existing bonds issued for the ramp
4. Updated the actual term of the District to 25 years after the receipt of the first increment, which would go through December 31, 2022 (was December 31, 2020 before); and
5. Update the plan with current statutory requirements that are in place

The HRA reviewed and approved the modified TIF plan on August 3, 2017, and recommend that the CC approve the modification after the public hearing.

Please contact me at 651-697-8506 with any questions.

Sue Iverson
TCAAP Park Improvement Costs
November 28, 2016
Page 2



*As of August 18, 2017
Draft for Public Hearing*

**Modification to the
Tax Increment Financing Plan
for
Tax Increment Financing District No. 3
(a redevelopment district)
within
the Central Area Redevelopment District**

Wayzata Housing and Redevelopment Authority
City of Wayzata
Hennepin County
State of Minnesota

Adopted:	February 21, 1995
Modification No. 1:	February 6, 2001
Modification No. 2:	August 2008
Modification No. 3 Public Hearing Date:	September 5, 2017



Prepared by: EHLERS & ASSOCIATES, INC.
3060 Centre Pointe Drive, Roseville, Minnesota 55113-1105
651-697-8500 fax: 651-697-8555 www.ehlers-inc.com

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(for reference purposes only)

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Section 1 - Modification to the Tax Increment Financing Plan for Tax Increment Financing District No. 3

Subsection 1-1. Foreword

The Wayzata Housing and Redevelopment Authority (the "HRA"), the City of Wayzata (the "City"), staff and consultants have prepared the following information to expedite the modification to the Tax Increment Financing Plan (the "TIF Plan Modification") for Tax Increment Financing District No. 3 (the "District"), a redevelopment tax increment financing district, located in the Central Area Redevelopment District.

Subsection 1-2. Statutory Authority

Within the City, there exist areas where public involvement is necessary to cause development or redevelopment to occur. To this end, the HRA and City have certain statutory powers pursuant to *Minnesota Statutes ("M.S."), Sections 469.001 to 469.047*, inclusive, as amended, and *M.S., Sections 469.174 to 469.1794*, inclusive, as amended (the "Tax Increment Financing Act" or "TIF Act"), to assist in financing public costs related to this project. In addition, the City received special legislative authority in 2017 for the District. Specifically *Minnesota Laws 2017, First Special Session, Chapter 1, Article 6, Section 24* (the "Special Legislation"). The legislation acknowledges that if the City or HRA uses TIF from the District to pay for anything that was in the original plan, including a municipal parking ramp, that the 5-year rule is considered to be met and Minnesota Statute 469.1763, subdivision 4 does not apply (use of revenues for decertification). A copy of the Special Legislation can be found in Appendix F.

This section contains the TIF Plan Modification for the District. Other relevant information is contained in the Redevelopment Plan for the Central Area Redevelopment District and in the original tax increment financing plan for the District found in Appendix G.

Subsection 1-3. Statement of Objectives

The District currently consists of thirty parcels of land and adjacent and internal rights-of-way. The TIF Plan Modification is being completed to incorporate recently approved special legislation which allows the City or HRA to utilize TIF from the District to pay for a municipal parking ramp, without regard to the 5-year rule. In addition, this modification updates the budget to reflect actual TIF collected and expected to be collected through the term of the District, bring the TIF Plan into compliance with current Office of the State Auditor reporting requirements and update to current statutory references. Please see Appendix A and Appendix G for further District information.

This TIF Plan Modification is expected to achieve many of the objectives outlined in the Redevelopment Plan for the Central Redevelopment District.

The activities contemplated in this TIF Plan Modification do not preclude the undertaking of other qualified development or redevelopment activities. These activities are anticipated to occur over the life of the Central Area Redevelopment District and the District.

Subsection 1-4. Redevelopment Plan Overview

1. Property to be Acquired - The HRA or City currently owns one parcel of property within the District. The remaining property located within the District may be acquired by the HRA or City and is further described in this TIF Plan Modification.

2. Relocation - Relocation services, to the extent required by law, are available pursuant to *M.S., Chapter 117* and other relevant state and federal laws.
3. Upon approval of a developer's plan relating to the project and completion of the necessary legal requirements, the HRA or City may sell to a developer selected properties that it may acquire within the District or may lease land or facilities to a developer.
4. The HRA or City may perform or provide for some or all necessary acquisition, construction, relocation, demolition, and required utilities and public street work within the District.

Subsection 1-5. Description of Property in the District and Property To Be Acquired

The District encompasses all property and adjacent rights-of-way and abutting roadways identified by the parcels listed in Appendix C of this TIF Plan Modification. Please also see the map in Appendix B for further information on the location of the District.

The HRA or City may acquire any parcel within the District including interior and adjacent street rights of way. Any properties identified for acquisition will be acquired by the HRA or City only in order to accomplish one or more of the following: storm sewer improvements; provide land for needed public streets, utilities and facilities; carry out land acquisition, site improvements, clearance and/or development to accomplish the uses and objectives set forth in this TIF Plan Modification. The HRA or City may acquire property by gift, dedication, condemnation or direct purchase from willing sellers in order to achieve the objectives of this TIF Plan Modification. Such acquisitions will be undertaken only when there is assurance of funding to finance the acquisition and related costs.

Subsection 1-6. Classification of the District

The HRA and City, in reaffirming the original need to create a tax increment financing district in accordance with *M.S., Sections 469.174 to 469.1794*, as amended, inclusive, find that the District, as established, is a redevelopment district pursuant to *M.S., Section 469.174, Subd. 10(a)(1)* as defined below:

(a) "Redevelopment district" means a type of tax increment financing district consisting of a project, or portions of a project, within which the authority finds by resolution that one or more of the following conditions, reasonably distributed throughout the district, exists:

- (1) parcels consisting of 70 percent of the area in the district are occupied by buildings, streets, utilities, paved or gravel parking lots or other similar structures and more than 50 percent of the buildings, not including outbuildings, are structurally substandard to a degree requiring substantial renovation or clearance;*
- (2) The property consists of vacant, unused, underused, inappropriately used, or infrequently used rail yards, rail storage facilities or excessive or vacated railroad rights-of-way;*
- (3) tank facilities, or property whose immediately previous use was for tank facilities, as defined in Section 115C, Subd. 15, if the tank facility:*
 - (i) have or had a capacity of more than one million gallons;*
 - (ii) are located adjacent to rail facilities; or*
 - (iii) have been removed, or are unused, underused, inappropriately used or infrequently used; or*

- (4) *a qualifying disaster area, as defined in Subd. 10b.*
- (b) *For purposes of this subdivision, "structurally substandard" shall mean containing defects in structural elements or a combination of deficiencies in essential utilities and facilities, light and ventilation, fire protection including adequate egress, layout and condition of interior partitions, or similar factors, which defects or deficiencies are of sufficient total significance to justify substantial renovation or clearance.*
- (c) *A building is not structurally substandard if it is in compliance with the building code applicable to new buildings or could be modified to satisfy the building code at a cost of less than 15 percent of the cost of constructing a new structure of the same square footage and type on the site. The municipality may find that a building is not disqualified as structurally substandard under the preceding sentence on the basis of reasonably available evidence, such as the size, type, and age of the building, the average cost of plumbing, electrical, or structural repairs or other similar reliable evidence. The municipality may not make such a determination without an interior inspection of the property, but need not have an independent, expert appraisal prepared of the cost of repair and rehabilitation of the building. An interior inspection of the property is not required, if the municipality finds that (1) the municipality or authority is unable to gain access to the property after using its best efforts to obtain permission from the party that owns or controls the property; and (2) the evidence otherwise supports a reasonable conclusion that the building is structurally substandard.*
- (d) *A parcel is deemed to be occupied by a structurally substandard building for purposes of the finding under paragraph (a) or by the improvement described in paragraph (e) if all of the following conditions are met:*
- (1) the parcel was occupied by a substandard building or met the requirements of paragraph (e), as the case may be, within three years of the filing of the request for certification of the parcel as part of the district with the county auditor;*
 - (2) the substandard building or the improvements described in paragraph (e) were demolished or removed by the authority or the demolition or removal was financed by the authority or was done by a developer under a development agreement with the authority;*
 - (3) the authority found by resolution before the demolition or removal that the parcel was occupied by a structurally substandard building or met the requirement of paragraph (e) and that after demolition and clearance the authority intended to include the parcel within a district; and*
 - (4) upon filing the request for certification of the tax capacity of the parcel as part of a district, the authority notifies the county auditor that the original tax capacity of the parcel must be adjusted as provided by § 469.177, subdivision 1, paragraph (f).*
- (e) *For purposes of this subdivision, a parcel is not occupied by buildings, streets, utilities, paved or gravel parking lots or other similar structures unless 15 percent of the area of the parcel contains buildings, streets, utilities, paved or gravel parking lots or other similar structures.*
- (f) *For districts consisting of two or more noncontiguous areas, each area must qualify as a redevelopment district under paragraph (a) to be included in the district, and the entire area of*

the district must satisfy paragraph (a).

In meeting the statutory criteria, the HRA and City reaffirm the original facts and findings of the District as a redevelopment tax increment financing district for the purposes of this TIF Plan Modification. No additional parcels are being added to the District. Further information can be found in Appendix G.

Pursuant to *M.S., Section 469.176, Subd. 7*, the District does not contain any parcel or part of a parcel that qualified under the provisions of *M.S., Sections 273.111, 273.112, or 273.114* or *Chapter 473H* for taxes payable in any of the five calendar years before the filing of the request for certification of the District.

Subsection 1-7. Duration and First Year of Tax Increment of the District

Pursuant to *M.S., Section 469.175, Subd. 1, and Section 469.176, Subd. 1*, the duration and first year of tax increment of the District must be indicated within the TIF Plan. Pursuant to *M.S., Section 469.176, Subd. 1b.*, the duration of the District is 25 years after receipt of the first increment by the HRA or City (a total of 26 years of tax increment). The HRA received the first tax increment in 1997. Thus, it is estimated that the District, including any modifications of the TIF Plan for subsequent phases or other changes, would terminate after 2022, or when the TIF Plan is satisfied. The HRA or City reserves the right to decertify the District prior to the legally required date.

Subsection 1-8. Original Tax Capacity, Tax Rate and Estimated Captured Net Tax Capacity Value/Increment and Notification of Prior Planned Improvements

Pursuant to *M.S., Section 469.174, Subd. 7 and M.S., Section 469.177, Subd. 1*, the Original Net Tax Capacity (ONTC) as certified for the District is based on the market values placed on the property by the assessor in 1995 for taxes payable 1996.

Pursuant to *M.S., Section 469.177, Subds. 1 and 2*, the County Auditor shall certify in each year (beginning in the payment year 1997) the amount by which the original value has increased or decreased as a result of:

1. Change in tax exempt status of property;
2. Reduction or enlargement of the geographic boundaries of the district;
3. Change due to adjustments, negotiated or court-ordered abatements;
4. Change in the use of the property and classification;
5. Change in state law governing class rates; or
6. Change in previously issued building permits.

In any year in which the current Net Tax Capacity (NTC) value of the District declines below the ONTC, no value will be captured and no tax increment will be payable to the HRA or City.

The actual original local tax rate for the District is 1.04786, which is the rate for taxes payable in 1996. The estimated rate for taxes payable in 2017 is lower, as shown in the chart below, so the lower rate is used for purposes of tax increment projections in the TIF Plan Modification.

Pursuant to *M.S., Section 469.174 Subd. 4 and M.S., Section 469.177, Subd. 1, 2, and 4*, the estimated Captured Net Tax Capacity (CTC) of the District, within the Central Area Redevelopment District, upon completion of the projects within the District as outlined in this TIF Plan Modification, will annually approximate tax increment revenues as shown in the table below. The Project Tax Capacity (PTC) listed is an estimate of values when the projects outlined in this TIF Plan Modification are completed.

Project Estimated Tax Capacity upon Completion (PTC)	\$502,795	
Original Estimated Net Tax Capacity (ONTC)	\$14,451	
Reduction for Fiscal Disparities Contribution	\$0	
Estimated Captured Tax Capacity (CTC)	\$488,344	
Current Local Tax Rate	1.04786	Pay 2017
Estimated Annual Tax Increment (CTC x Local Tax Rate)	\$511,716	
Percent Retained by the HRA	100%	

Tax capacity includes a 3% inflation factor for the duration of the District. The tax capacity included in this chart is the estimated tax capacity of the District in year 25.

Subsection 1-9. Sources of Revenue/Bonds to be Issued

The costs outlined in the Uses of Funds will be financed primarily through the annual collection of tax increments. The HRA or City reserves the right to incur bonds or other indebtedness as a result of the TIF Plan Modification. The projects within the District have been financed by bond issues, interfund loans and transfers. Any refunding amounts will be deemed a budgeted cost without a formal TIF Plan Modification.

The total estimated tax increment revenues for the District are shown in the table below:

<u>SOURCES OF FUNDS</u>	<u>TOTAL</u>
Tax Increment	\$14,402,469
<u>Interest</u>	<u>\$1,440,247</u>
TOTAL	\$15,842,716

The HRA or City may issue bonds (as defined in the TIF Act) secured in whole or in part with tax increments from the District in a maximum principal amount of \$14,842,716. Such bonds may be in the form of pay-as-you-go notes, revenue bonds or notes, general obligation bonds, or interfund loans. This estimate of total bonded indebtedness is a cumulative statement of authority under this TIF Modification as of the date of approval.

Subsection 1-10. Uses of Funds

The TIF Plan Modification is being completed to incorporate recently approved special legislation, update the budget, and bring the TIF Plan into compliance with current Office of the State Auditor reporting requirements and update to current statutory references. The HRA and City have determined that it will be necessary to provide assistance to the project(s) for certain District costs, as described. The HRA has studied the feasibility of the development or redevelopment of property in and around the District. To facilitate the development or redevelopment of the District, this TIF Plan Modification authorizes the use of tax increment financing to pay for the cost of certain eligible expenses, including a public parking facility within the District. The estimate of public costs and uses of funds associated with the District is outlined in the following table.

<u>USES OF TAX INCREMENT FUNDS</u>	<u>TOTAL</u>
Land/Building Acquisition	\$3,250,000
Site Improvements/Preparation	\$1,500,000
Utilities	\$1,200,000
Other Qualifying Improvements	\$7,452,469
<u>Administrative Costs (up to 10%)</u>	<u>\$1,440,247</u>
PROJECT COST TOTAL	\$14,842,716
<u>Interest</u>	<u>\$1,000,000</u>
PROJECT AND INTEREST COSTS TOTAL	\$15,842,716

The total project cost, including financing costs (interest) listed in the table above does not exceed the total projected tax increments for the District as shown in Subsection 1-9.

Estimated costs associated with the District are subject to change among categories without a modification to this TIF Plan. The cost of all activities to be considered for tax increment financing will not exceed, without formal modification, the budget above pursuant to the applicable statutory requirements. Pursuant to *M.S., Section 469.1763, Subd. 2*, no more than 25 percent of the tax increment paid by property within the District will be spent on activities related to development or redevelopment outside of the District but within the boundaries of the Central Area Redevelopment District, (including administrative costs, which are considered to be spent outside of the District) subject to the limitations as described in this TIF Modification.

Subsection 1-11. Fiscal Disparities Election

Pursuant to *M.S., Section 469.177, Subd. 3*, the HRA or City may elect one of two methods to calculate fiscal disparities. If the calculations pursuant to *M.S., Section 469.177, Subd. 3, clause a*, (outside the District) are followed, the following method of computation shall apply:

- (1) The original net tax capacity and the current net tax capacity shall be determined before the application of the fiscal disparity provisions of Chapter 276A or 473F. Where the original net tax capacity is equal to or greater than the current net tax capacity, there is no captured net tax capacity and no tax increment determination. Where the original net tax capacity is less than the current net tax capacity, the difference between the original net tax capacity and the current net tax capacity is the captured net tax capacity. This amount less any portion thereof which the authority has designated, in its tax increment financing plan, to share with the local taxing districts is the retained captured net tax capacity of the authority.*
- (2) The county auditor shall exclude the retained captured net tax capacity of the authority from the net tax capacity of the local taxing districts in determining local taxing district tax rates. The local tax rates so determined are to be extended against the retained captured net tax capacity of the authority as well as the net tax capacity of the local taxing districts. The tax generated by the extension of the lesser of (A) the local taxing district tax rates or (B) the original local tax rate to the retained captured net tax capacity of the authority is the tax increment of the authority.*

The HRA has chosen to calculate fiscal disparities by clause a.

According to *M.S., Section 469.177, Subd. 3*:

- (c) The method of computation of tax increment applied to a district pursuant to paragraph (a) or (b) shall remain the same for the duration of the district, except that the governing body may elect to change its election from the method of computation in paragraph (a) to the method in paragraph (b).*

Subsection 1-12. Business Subsidies

Pursuant to *M.S., Section 116J.993, Subd. 3*, the following forms of financial assistance are not considered a business subsidy:

- (1) A business subsidy of less than \$150,000;
- (2) Assistance that is generally available to all businesses or to a general class of similar businesses, such as a line of business, size, location, or similar general criteria;
- (3) Public improvements to buildings or lands owned by the state or local government that serve a public purpose and do not principally benefit a single business or defined group of businesses at the time the improvements are made;
- (4) Redevelopment property polluted by contaminants as defined in *M.S., Section 116J.552, Subd. 3*;
- (5) Assistance provided for the sole purpose of renovating old or decaying building stock or bringing it up to code and assistance provided for designated historic preservation districts, provided that the assistance is equal to or less than 50% of the total cost;
- (6) Assistance to provide job readiness and training services if the sole purpose of the assistance is to provide those services;
- (7) Assistance for housing;
- (8) Assistance for pollution control or abatement, including assistance for a tax increment financing hazardous substance subdistrict as defined under *M.S., Section 469.174, Subd. 23*;
- (9) Assistance for energy conservation;
- (10) Tax reductions resulting from conformity with federal tax law;
- (11) Workers' compensation and unemployment compensation;
- (12) Benefits derived from regulation;
- (13) Indirect benefits derived from assistance to educational institutions;
- (14) Funds from bonds allocated under chapter 474A, bonds issued to refund outstanding bonds, and bonds issued for the benefit of an organization described in section 501 (c) (3) of the Internal Revenue Code of 1986, as amended through December 31, 1999;
- (15) Assistance for a collaboration between a Minnesota higher education institution and a business;
- (16) Assistance for a tax increment financing soils condition district as defined under *M.S., Section 469.174, Subd. 19*;
- (17) Redevelopment when the recipient's investment in the purchase of the site and in site preparation is 70 percent or more of the assessor's current year's estimated market value;
- (18) General changes in tax increment financing law and other general tax law changes of a principally technical nature;
- (19) Federal assistance until the assistance has been repaid to, and reinvested by, the state or local government agency;
- (20) Funds from dock and wharf bonds issued by a seaway port authority;
- (21) Business loans and loan guarantees of \$150,000 or less;
- (22) Federal loan funds provided through the United States Department of Commerce, Economic

- Development Administration; and
- (23) Property tax abatements granted under *M.S., Section 469.1813* to property that is subject to valuation under Minnesota Rules, chapter 8100.

The HRA will comply with *M.S., Sections 116J.993 to 116J.995* to the extent the tax increment assistance under this TIF Plan Modification does not fall under any of the above exemptions.

Subsection 1-13. County Road Costs

Pursuant to *M.S., Section 469.175, Subd. 1a*, the county board may require the HRA or City to pay for all or part of the cost of county road improvements if the proposed development to be assisted by tax increment will, in the judgment of the county, substantially increase the use of county roads requiring construction of road improvements or other road costs and if the road improvements are not scheduled within the next five years under a capital improvement plan or within five years under another county plan.

If the county elects to use increments to improve county roads, it must notify the HRA or City within forty-five days of receipt of this TIF Plan Modification. In the opinion of the HRA and City and consultants, the proposed development outlined in this TIF Plan Modification will have little or no impact upon county roads, therefore the TIF Plan Modification was not forwarded to the county 45 days prior to the public hearing. The HRA and City are aware that the county could claim that tax increment should be used for county roads, even after the public hearing.

Subsection 1-14. Estimated Impact on Other Taxing Jurisdictions

The estimated impact on other taxing jurisdictions assumes that the redevelopment contemplated by the TIF Plan would occur without the creation of the District. However, the HRA or City has determined that such development or redevelopment would not occur "but for" tax increment financing and that, therefore, the fiscal impact on other taxing jurisdictions is \$0. The estimated fiscal impact of the District would be as follows if the "but for" test was not met:

IMPACT ON TAX BASE			
	2016/Pay 2017 Total Net Tax Capacity	Estimated Captured Tax Capacity (CTC) Upon Completion	Percent of CTC to Entity Total
Hennepin County	1,573,060,731	488,344	0.0310%
City of Wayzata	18,677,217	488,344	2.6147%
Wayzata ISD No. 284	131,023,960	488,344	0.3727%

IMPACT ON TAX RATES				
	Pay 2017 Est. Extension Rates	Percent of Total	CTC	Potential Taxes
Hennepin County	0.440870	42.07%	488,344	215,296
City of Wayzata	0.233520	22.29%	488,344	114,038
Wayzata ISD No. 284	0.262900	25.09%	488,344	128,386
Other	<u>0.110570</u>	<u>10.55%</u>	<u>488,344</u>	<u>53,996</u>
Total	1.047860	100.00%		511,716

The estimates listed above display the captured tax capacity when all construction is completed. The District was certified under Pay 1996 rates and figures. The actual original local tax rate for the District is 1.26796, which is the rate for taxes payable in 1996. The estimated rate of 1.04786 for taxes payable in 2017 is lower, so the lower rate is used for calculations. The total net capacity for the entities listed above are based on estimated Pay 2017 figures.

Subsection 1-15. Supporting Documentation

Pursuant to *M.S. Section 469.175, Subd. 1 (a), clause 7* the TIF Plan must contain identification and description of studies and analyses used to make the determination set forth in *M.S. Section 469.175, Subd. 3, clause (b)(2)* and the findings are required in the resolution approving the TIF Plan Modification. Following is a list of reports and studies on file at the City that support the HRA and City's findings:

- Wayzata Downtown Parking Project

Subsection 1-16. Definition of Tax Increment Revenues

Pursuant to *M.S., Section 469.174, Subd. 25*, tax increment revenues derived from a tax increment financing district include all of the following potential revenue sources:

1. Taxes paid by the captured net tax capacity, but excluding any excess taxes, as computed under *M.S., Section 469.177*;
2. The proceeds from the sale or lease of property, tangible or intangible, to the extent the property was purchased by the authority with tax increments;
3. Principal and interest received on loans or other advances made by the authority with tax increments;
4. Interest or other investment earnings on or from tax increments;
5. Repayments or return of tax increments made to the Authority under agreements for districts for which the request for certification was made after August 1, 1993; and
6. The market value homestead credit paid to the Authority under *M.S., Section 273.1384*.

Subsection 1-17. Modifications to the District

In accordance with *M.S., Section 469.175, Subd. 4*, any:

1. Reduction or enlargement of the geographic area of the District, if the reduction does not meet the requirements of *M.S., Section 469.175, Subd. 4(e)*;
2. Increase in amount of bonded indebtedness to be incurred;
3. A determination to capitalize interest on debt if that determination was not a part of the original TIF Plan;
4. Increase in the portion of the captured net tax capacity to be retained by the HRA or City;
5. Increase in the estimate of the cost of the District, including administrative expenses, that will be paid or financed with tax increment from the District; or
6. Designation of additional property to be acquired by the HRA or City,

shall be approved upon the notice and after the discussion, public hearing and findings required for approval of the original TIF Plan.

Pursuant to *M.S. Section 469.175 Subd. 4(f)*, the geographic area of the District may be reduced, but shall not be enlarged after five years following the date of certification of the original net tax capacity by the county auditor. If a redevelopment district is enlarged, the reasons and supporting facts for the determination that the addition to the district meets the criteria of *M.S., Section 469.174, Subd. 10*, must be documented in writing and retained. The requirements of this paragraph do not apply if (1) the only modification is elimination of parcel(s) from the District and (2)(A) the current net tax capacity of the parcel(s) eliminated from the District equals or exceeds the net tax capacity of those parcel(s) in the District's original net tax capacity or (B) the HRA agrees that, notwithstanding *M.S., Section 469.177, Subd. 1*, the original net tax capacity will be reduced by no more than the current net tax capacity of the parcel(s) eliminated from the District.

The HRA or City must notify the County Auditor of any modification to the District. Modifications to the District in the form of a budget modification or an expansion of the boundaries will be recorded in the TIF Plan.

Subsection 1-18. Administrative Expenses

In accordance with *M.S., Section 469.174, Subd. 14*, administrative expenses means all expenditures of the HRA or City, *other than*:

1. Amounts paid for the purchase of land;
2. Amounts paid to contractors or others providing materials and services, including architectural and engineering services, directly connected with the physical development of the real property in the

- District;
3. Relocation benefits paid to or services provided for persons residing or businesses located in the District;
 4. Amounts used to pay principal or interest on, fund a reserve for, or sell at a discount bonds issued pursuant to *M.S., Section 469.178*; or
 5. Amounts used to pay other financial obligations to the extent those obligations were used to finance costs described in clauses (1) to (3).

For districts for which the request for certification were made before August 1, 1979, or after June 30, 1982, and before August 1, 2001, administrative expenses also include amounts paid for services provided by bond counsel, fiscal consultants, and planning or economic development consultants. Pursuant to *M.S., Section 469.176, Subd. 3*, tax increment may be used to pay any **authorized and documented** administrative expenses for the District up to but not to exceed 10 percent of the total estimated tax increment expenditures authorized by the TIF Plan or the total tax increments, as defined by *M.S., Section 469.174, Subd. 25, clause (1)*, from the District, whichever is less.

For districts for which certification was requested after July 31, 2001, no tax increment may be used to pay any administrative expenses for District costs which exceed ten percent of total estimated tax increment expenditures authorized by the TIF Plan or the total tax increments, as defined in *M.S., Section 469.174, Subd. 25, clause (1)*, from the District, whichever is less.

Pursuant to *M.S., Section 469.176, Subd. 4h*, tax increments may be used to pay for the County's actual administrative expenses incurred in connection with the District and are not subject to the percentage limits of *M.S., Section 469.176, Subd. 3*. The county may require payment of those expenses by February 15 of the year following the year the expenses were incurred.

Pursuant to *M.S., Section 469.177, Subd. 11*, the County Treasurer shall deduct an amount (currently .36 percent) of any increment distributed to the HRA or City and the County Treasurer shall pay the amount deducted to the State Commissioner of Management and Budget for deposit in the state general fund to be appropriated to the State Auditor for the cost of financial reporting of tax increment financing information and the cost of examining and auditing authorities' use of tax increment financing. This amount may be adjusted annually by the Commissioner of Revenue.

Subsection 1-19. Limitation of Increment

The tax increment pledged to the payment of bonds and interest thereon may be discharged and the District may be terminated if sufficient funds have been irrevocably deposited in the debt service fund or other escrow account held in trust for all outstanding bonds to provide for the payment of the bonds at maturity or redemption date.

Pursuant to *M.S., Section 469.176, Subd. 6*:

if, after four years from the date of certification of the original net tax capacity of the tax increment financing district pursuant to M.S., Section 469.177, no demolition, rehabilitation or renovation of property or other site preparation, including qualified improvement of a street adjacent to a parcel but not installation of utility service including sewer or water systems, has been commenced on a parcel located within a tax increment financing district by the authority or by the owner of the parcel in accordance with the tax increment financing plan, no additional tax increment may be taken from that parcel, and the original net tax capacity of that parcel shall be excluded from the original net tax capacity of the tax

increment financing district. If the authority or the owner of the parcel subsequently commences demolition, rehabilitation or renovation or other site preparation on that parcel including qualified improvement of a street adjacent to that parcel, in accordance with the tax increment financing plan, the authority shall certify to the county auditor that the activity has commenced and the county auditor shall certify the net tax capacity thereof as most recently certified by the commissioner of revenue and add it to the original net tax capacity of the tax increment financing district. The county auditor must enforce the provisions of this subdivision. The authority must submit to the county auditor evidence that the required activity has taken place for each parcel in the district. The evidence for a parcel must be submitted by February 1 of the fifth year following the year in which the parcel was certified as included in the district. For purposes of this subdivision, qualified improvements of a street are limited to (1) construction or opening of a new street, (2) relocation of a street, and (3) substantial reconstruction or rebuilding of an existing street.

The HRA, City and property owner(s) improved parcels within the District by February 21, 1999 and reported such actions to the County Auditor.

Subsection 1-20. Use of Tax Increment

The HRA or City hereby determines that it will use 100 percent of the captured net tax capacity of taxable property located in the District for the following purposes:

1. To pay the principal of and interest on bonds issued to finance a project;
2. To finance, or otherwise pay public redevelopment costs of the the Central Area Redevelopment District pursuant to *M.S., Sections 469.001 to 469.047*;
3. To pay for project costs as identified in the budget set forth in the TIF Plan;
4. To finance, or otherwise pay for other purposes as provided in *M.S., Section 469.176, Subd. 4*;
5. To pay principal and interest on any loans, advances or other payments made to or on behalf of the HRA or City or for the benefit of the Central Area Redevelopment District by a developer;
6. To finance or otherwise pay premiums and other costs for insurance or other security guaranteeing the payment when due of principal of and interest on bonds pursuant to the TIF Plan or pursuant to *M.S., Chapter 462C, M.S., Sections 469.152 through 469.165, and/or M.S., Sections 469.178*; and
7. To accumulate or maintain a reserve securing the payment when due of the principal and interest on the tax increment bonds or bonds issued pursuant to *M.S., Chapter 462C, M.S., Sections 469.152 through 469.165, and/or M.S., Sections 469.178*.

These revenues shall not be used to circumvent any levy limitations applicable to the City nor for other purposes prohibited by *M.S., Section 469.176, Subd. 4*.

Tax increments generated in the District will be paid by Hennepin County to the HRA for the Tax Increment Fund of said District. The HRA or City will pay to the developer(s) annually an amount not to exceed an amount as specified in a developer's agreement to reimburse the costs of land acquisition, public improvements, demolition and relocation, site preparation, and administration. Remaining increment funds will be used for HRA or City administration (up to 10 percent) and for the costs of public improvement activities outside the District.

Subsection 1-21. Excess Increments

Excess increments, as defined in *M.S., Section 469.176, Subd. 2*, shall be used only to do one or more of the following:

1. Prepay any outstanding bonds;
2. Discharge the pledge of tax increment for any outstanding bonds;
3. Pay into an escrow account dedicated to the payment of any outstanding bonds; or
4. Return the excess to the County Auditor for redistribution to the respective taxing jurisdictions in proportion to their local tax rates.

The HRA or City must spend or return the excess increments under paragraph (c) within nine months after the end of the year. In addition, the HRA or City may, subject to the limitations set forth herein, choose to modify the TIF Plan in order to finance additional public costs in the Central Area Redevelopment District or the District.

Subsection 1-22. Requirements for Agreements with the Developer

The HRA or City will review any proposal for private development to determine its conformance with the Redevelopment Plan and with applicable municipal ordinances and codes. To facilitate this effort, the following documents may be requested for review and approval: site plan, construction, mechanical, and electrical system drawings, landscaping plan, grading and storm drainage plan, signage system plan, and any other drawings or narrative deemed necessary by the HRA or City to demonstrate the conformance of the development with City plans and ordinances. The HRA or City may also use the Agreements to address other issues related to the development. The HRA or City did not enter into any agreement with a developer and completed necessary public improvements within the District on their own.

Pursuant to *M.S., Section 469.176, Subd. 5*, no more than 25 percent, by acreage, of the property to be acquired in the District as set forth in the TIF Plan shall at any time be owned by the HRA or City as a result of acquisition with the proceeds of bonds issued pursuant to *M.S., Section 469.178* to which tax increments from property acquired is pledged, unless prior to acquisition in excess of 25 percent of the acreage, the HRA or City concluded an agreement for the development or redevelopment of the property acquired and which provides recourse for the HRA or City should the development or redevelopment not be completed.

Subsection 1-23. Assessment Agreements

Pursuant to *M.S., Section 469.177, Subd. 8*, the HRA or City may enter into a written assessment agreement in recordable form with the developer of property within the District which establishes a minimum market value of the land and completed improvements for the duration of the District. The assessment agreement shall be presented to the County Assessor who shall review the plans and specifications for the improvements to be constructed, review the market value previously assigned to the land upon which the improvements are to be constructed and, so long as the minimum market value contained in the assessment agreement appears, in the judgment of the assessor, to be a reasonable estimate, the County Assessor shall also certify the minimum market value agreement.

Subsection 1-24. Administration of the District

Administration of the District is handled by the City Manager.

Subsection 1-25. Annual Disclosure Requirements

Pursuant to *M.S., Section 469.175, Subds. 5, 6, and 6b* the HRA or City must undertake financial reporting for all tax increment financing districts to the Office of the State Auditor, County Board and County Auditor on or before August 1 of each year. *M.S., Section 469.175, Subd. 5* also provides that an annual statement shall be published in a newspaper of general circulation in the City on or before August 15.

If the City fails to make a disclosure or submit a report containing the information required by *M.S., Section 469.175 Subd. 5 and Subd. 6*, the Office of the State Auditor will direct the County Auditor to withhold the distribution of tax increment from the District.

Subsection 1-26. Reasonable Expectations

As required by the TIF Act, when the District was established, the determination was made that the anticipated development would not reasonably be expected to have occurred solely through private investment within the reasonably foreseeable future and that the increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the District permitted by the TIF Plan. Further information can be found in the TIF Plan in Appendix G.

Subsection 1-27. Other Limitations on the Use of Tax Increment

1. General Limitations. All revenue derived from tax increment shall be used in accordance with the TIF Plan. The revenues shall be used to finance, or otherwise pay public redevelopment costs of the Central Area Redevelopment District pursuant to *M.S., Sections 469.001 to 469.047*. Tax increments may not be used to circumvent existing levy limit law. No tax increment may be used for the acquisition, construction, renovation, operation, or maintenance of a building to be used primarily and regularly for conducting the business of a municipality, county, school district, or any other local unit of government or the state or federal government. This provision does not prohibit the use of revenues derived from tax increments for the construction or renovation of a parking structure.
2. Pooling Limitations. At least 75 percent of tax increments from the District must be expended on activities in the District or to pay bonds, to the extent that the proceeds of the bonds were used to finance activities within said district or to pay, or secure payment of, debt service on credit enhanced bonds. Not more than 25 percent of said tax increments may be expended, through a development fund or otherwise, on activities outside of the District except to pay, or secure payment of, debt service on credit enhanced bonds. For purposes of applying this restriction, all administrative expenses must be treated as if they were solely for activities outside of the District.
3. Five Year Limitation on Commitment of Tax Increments. Tax increments derived from the District shall be deemed to have satisfied the 75 percent test set forth in paragraph (2) above only if the five year rule set forth in *M.S., Section 469.1763, Subd. 3*, has been satisfied; and beginning with the sixth year following certification of the District, 75 percent of said tax increments that remain after expenditures permitted under said five year rule must be used only to pay previously committed expenditures or credit enhanced bonds as more fully set forth in *M.S., Section 469.1763, Subd. 5*. **This requirement is not effective for this District pursuant to Minnesota Laws 2017, First Special Session, Chapter 1, Article 6, Section 24**
4. Redevelopment District. At least 90 percent of the revenues derived from tax increment from a redevelopment district must be used to finance the cost of correcting conditions that allow designation of redevelopment and renewal and renovation districts under *M.S., Section 469.176 Subd. 4j*. These costs include, but are not limited to, acquiring properties containing structurally substandard buildings or improvements or hazardous substances, pollution, or contaminants, acquiring adjacent parcels necessary to provide a site of sufficient size to permit development, demolition and rehabilitation of structures, clearing of the land, the removal of hazardous substances or remediation necessary for development of the land, and installation of utilities, roads, sidewalks, and parking facilities for the site. The allocated

administrative expenses of the HRA or City, including the cost of preparation of the development action response plan, may be included in the qualifying costs.

Subsection 1-28. Summary

The Wayzata Housing and Redevelopment Authority is adopting the TIF Plan Modification to incorporate recently approved special legislation, update the budget, and bring the TIF Plan into compliance with current Office of the State Auditor reporting requirements and update to current statutory references. The TIF Plan Modification for the District was prepared by Ehlers & Associates, Inc., 3060 Centre Pointe Drive, Roseville, Minnesota 55113, telephone (651) 697-8500.

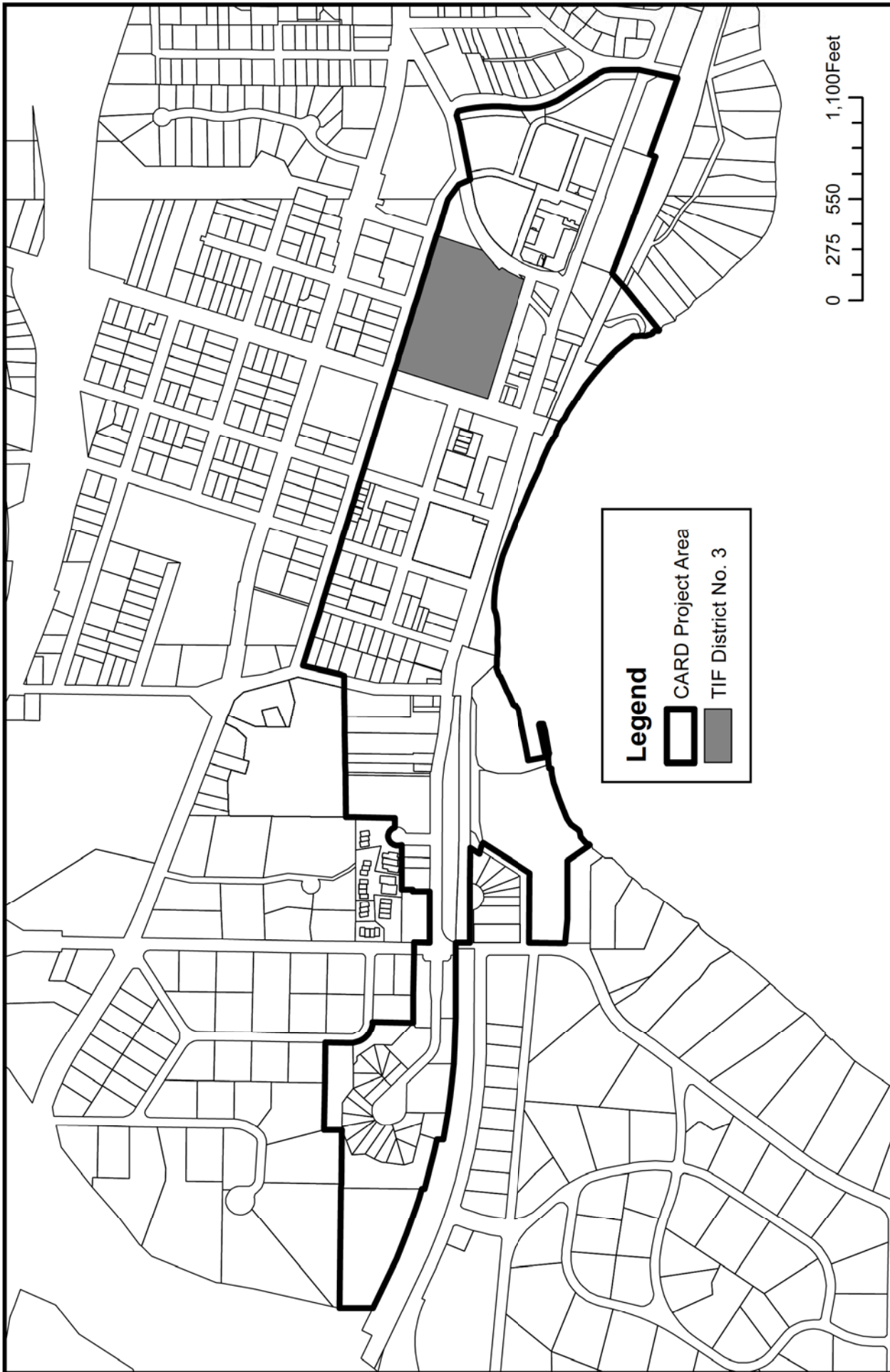
Appendix A

Project Description

The District is being modified to incorporate *Minnesota Laws 2017, First Special Session, Chapter 1, Article 6, Section 24* to allow tax increments from the District to be used to pay for a newly constructed parking ramp within the District as originally outlined in the TIF Plan (See appendix G).

Appendix B

Map of the Central Area Redevelopment District and the District



Source:
City of Wayzata

Prepared By:
City of Wayzata



CARD Project Area / District No. 3

This map is for planning purposes ONLY. This is NOT a legally recorded map. It represents a compilation of information from various sources.

Appendix C

Description of Property to be Included in the District

As of the time of this TIF Plan Modification, the District currently encompasses all property and adjacent rights-of-way and abutting roadways identified by the parcels listed below.

06-117-22-42-0051	06-117-22-42-0052	06-117-22-42-0053	06-117-22-42-0054
06-117-22-42-0055	06-117-22-42-0056	06-117-22-42-0057	06-117-22-42-0058
06-117-22-42-0059	06-117-22-42-0060	06-117-22-42-0061	06-117-22-42-0062
06-117-22-42-0063	06-117-22-42-0064	06-117-22-42-0065	06-117-22-42-0066
06-117-22-42-0067	06-117-22-42-0068	06-117-22-42-0069	06-117-22-42-0070
06-117-22-42-0071	06-117-22-42-0072	06-117-22-42-0073	06-117-22-42-0074
06-117-22-42-0075	06-117-22-42-0076	06-117-22-42-0077	06-117-22-42-0078
06-117-22-42-0079	06-117-22-42-0084		

Appendix D

Redevelopment Qualifications for the District

Please see the original tax increment financing plan in Appendix G for further information.

Appendix E

Findings Including But/For Qualifications

The Council hereby reaffirms the original findings for the District, namely that the when the District was established, it was established as a "redevelopment district" under Minnesota Statutes, Section 469.174, Subd. 10(a)(1).

In addition, the City makes the following findings:

- I. The Modification conforms to the general plan for development or redevelopment of the City as a whole. This finding is based, in primary part, on the conclusion that the Modification reaffirms the original finding that the District will generally complement and serve to implement policies adopted in the City's comprehensive plan.
- II. The Modification will afford maximum opportunity, consistent with the sound needs of the City as a whole, for the development or redevelopment of the Central Area Redevelopment District by private enterprise. This finding is based, in primary part, on the conclusion that the development activities are necessary so that redevelopment by private enterprise can occur within the Central Area Redevelopment District. In addition, the construction of a public parking ramp within the Central Area Redevelopment District will allow for future redevelopment of other property while addressing current parking needs that are currently not being met.
- III. The development and redevelopment efforts, in the opinion of the City, would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future and therefor the use of tax increment financing is deemed necessary.

Please see the original tax increment financing plan in Appendix G for further information.

Appendix F
Special Legislation

Minnesota Laws 2017, First Special Session, Chapter 1, Article 6, Section 24

Sec. 24. CITY OF WAYZATA; TIF DISTRICT 3; WIDSTEN.

(a) The requirements of Minnesota Statutes, section 469.1763, subdivision 3, that activities must be undertaken within a five-year period from the date of certification of a tax increment financing district, are considered to be met for Tax Increment Financing District 3 (Widsten) in the city of Wayzata if the revenues derived from tax increments from the district are expended for any project contemplated by the original tax increment financing plan for the district, including, without limitation, a municipal parking ramp within the district.

(b) The requirements of Minnesota Statutes, section 469.1763, subdivision 4, do not apply to the district if the revenues derived from tax increment from the district are expended for any project contemplated by the original tax increment financing plan for the district, including, without limitation, a municipal parking ramp within the district.

EFFECTIVE DATE. This section is effective upon compliance by the chief clerical officer of the governing body of the city of Wayzata with the requirements of Minnesota Statutes, section 645.021, subdivisions 2 and 3.

Appendix G
Original Tax Increment Financing Plan

CITY OF WAYZATA, MINNESOTA

Tax Increment Financing Plan For Tax Increment Financing District No. 3 (Widsten)

Plan Adopted February 21, 1995
Certification Request February 22, 1995
Certified March 1, 1996 as No. 1406

TIF Plan Amendment No. 1 Adopted February 06, 2001
TIF Plan Amendment No. 2 Adopted August __, 2008

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TAX INCREMENT FINANCING PLAN FOR TAX INCREMENT FINANCING DISTRICT 3

I. Introduction

The City Council of the City of Wayzata (the “City”) and the Housing and Redevelopment Authority in and for the City of Wayzata (the “HRA”) have determined that it is necessary to and in the best interests of the City to amend the Tax Increment Financing Plan for the Tax Increment Financing Redevelopment District No. 3 (“TIF District No. 3”) as authorized in Minnesota Statutes, Sections 469.174 to 469.179 (the TIF Act). TIF District No. 3 lies within the Central Area Redevelopment District (the “CARD”) and was created to facilitate the redevelopment objectives for the CARD as identified in the CARD Project Plan originally adopted July 1979 and as subsequently amended.

TIF District No. 3 was submitted for certification on February 22, 1995 and was certified March 1, 1996. TIF District No. 3 must be decertified no later than March 1, 2020. Current projections anticipate that TIF District No. 3 will be decertified in 2015, following the expenditure of qualified pooled TIF expenditures and the repayment of outstanding debt. TIF District No. 3 was amended February 20, 2001. The purpose of the 2001 amendment was to authorize the acquisition of parcels for redevelopment and to increase the amount of authorized expenditures to finance property acquisition and costs related to the construction of public parking, streetscape and other utility improvements.

A. Background & History of TIF District No. 3

TIF District No. 3 is comprised of contiguous parcels located just north of the Central Business District on the city block where the Widsten School was located. The Widsten School city block is bounded by Rice Street on the north, Superior Blvd. on the east, Mill Street along the south and Broadway on the west. TIF District No. 3 is depicted on the map included as Exhibit 1. The redevelopment of Wayzata Central Business District, focused around the ten-block Lake Street vicinity, has been a long and sustained effort by the community. The City and HRA have implemented a phased approach to the area’s redevelopment that has reflected the area’s public improvement needs matched with redevelopment opportunities put forth by the private sector.

TIF District No. 3 was originally established in 1995 to facilitate the redevelopment of the Widsten Elementary School which had been vacated by I.S.D. No. 284 (Wayzata). Pursuant to the 1995 TIF Plan the City and HRA acquired certain parcels and completed public redevelopment activities including various utility and streetscape improvements. The 1995 TIF Plan also included authorization to build a municipal parking ramp on Mill Street which was not completed. Acquired land on the Widsten block was resold for private redevelopment. An amendment to the TIF Plan for TIF District No. 3 was adopted February 21, 2001 authorizing increased expenditures for a municipal parking facility on Mill Street and addition storm sewer improvements. The parking facility was not constructed.

The City and HRA’s efforts, as authorized in the 1995 TIF Plan and 2001 TIF Plan Amendment, have resulted in substantial private reinvestment within the City’s Central

Business District with several commercial and residential projects having been completed to date.

B. Description of Current Plan Amendment

Pursuant to Section 469.1763 of the TIF Act, no new expenditures may be made in TIF District No. 3, except for authorized pooled expenditures and for payment of debt service. The City and HRA may utilize up to 25% of collected TIF revenues (“Pooled TIF Revenues”), adjusted for administrative expenses, for authorized qualified expenditures outside TIF District No. 3. This Plan Amendment undertakes the following:

1. Calculates through 2008, and projects through 2015, the amount of TIF revenues that may be expended for pooled purposes; and
2. Identifies qualified projects for expenditure of the pooled TIF Revenues.

II. District Eligibility As a Redevelopment District (From 1995 Adopted Plan)

A. Eligibility Tests

TIF District No. 3 was certified as a Redevelopment District under Minnesota Statutes, Section 469.174, Subdivision 10 pursuant to a study prepared by Northwest Consultants and dated November 10, 1993 with required findings as follows:

Parcel	Improved Area (Acres)	Percent Improved	Total Area (Acres)
06-117-22-42-0045	2.33	44.0%	5.2967*
06-117-22-42-0046	0.0459	14.5%	.3168
06-117-22-42-0002	0.20	100.0%	.2000*
06-117-22-42-0003	0.268	100.0%	.2680*
06-117-22-42-0047	0	0	1.7300
Total Improved Acres*			5.76
Total Acres			7.6792
Percent Improved			75%

The proposed district included one building that was determined to be structurally substandard to a degree requiring substantial renovation or clearance.

Upon resale of the acquired parcels, the land was replatted and currently includes 29 parcels.

B. Objectives for Improvement of District

The actions set forth in this Tax Increment Financing Plan seek to achieve the beneficial program objectives identified in the Central Area Redevelopment Plan, as amended.

Specific objectives sought to be accomplished by this Tax Increment Financing Plan, as amended are:

1. Assist the private redevelopment of the old Widsten School site and Mill Street area.
2. Facilitate and support activities that will promote the long-term economic viability of the Wayzata Central Business District.
3. To provide streetscape and pedestrian amenities on public right-of-way consistent with those provided along Lake Street throughout the CARD.
4. Complete qualified public improvements, including streets and bridges, storm sewer, sanitary sewer and water system projects within the CARD to improve vehicular and pedestrian traffic, facilitate commercial and residential development and enhance the quality of life for Wayzata citizens.
5. Increase the tax base of the state
6. Increase the employment base of the state.

C. Parcels Included in the District

The list of Property Identification Numbers (PINs) for parcels are replatted in TIF District No. 3 are as follows:

Parcel PIN	Parcel PIN
06-117-22-42-0051	06-117-22-42-0065
06-117-22-42-0052	06-117-22-42-0066
06-117-22-42-0053	06-117-22-42-0067
06-117-22-42-0054	06-117-22-42-0068
06-117-22-42-0055	06-117-22-42-0069
06-117-22-42-0056	06-117-22-42-0070
06-117-22-42-0057	06-117-22-42-0071
06-117-22-42-0058	06-117-22-42-0072
06-117-22-42-0059	06-117-22-42-0073
06-117-22-42-0060	06-117-22-42-0074
06-117-22-42-0061	06-117-22-42-0075
06-117-22-42-0062	06-117-22-42-0076
06-117-22-42-0063	06-117-22-42-0077
06-117-22-42-0064	06-117-22-42-0078
	06-117-22-42-0079

III. Development Program and Financing Plan

A. Public and Private Development Activities

Public Activities --2001 TIF Plan Amendment

Land Acquisition. The HRA acquired a 5,227 square foot parcel (PID # 06-117-22-42-0012 the portion which lies north of Mill Street) owned by Vodegel and an 85,706 square foot parcel (PID's 06-117-22-42-0003, 06-117-22-42-0002 & 06-117-22-42-0047) owned by the City of Wayzata. The cost of the land acquisition is within the public expenditure budget.

Public Parking. The 2001 TIF Plan Amendment increased the expenditure authorization for a Mill Street public ramp to \$3,000,000 and also authorized additional storm sewer projects. The public ramp was not constructed but surface public parking was developed. G.O. TIF Bonds totaling \$3,195,000 were issued to facilitate the funding of the public improvements.

Public Activities—Current 2008 Plan Amendment

This 2008 Plan Amendment authorizes expenditures of Pooled TIF revenues from TIF District No. 3 on qualified expenditures outside TIF District No. 3 but within the CARD, as amended. Calculation of Pooled TIF revenues currently available and projected is provided in the following table and as presented on Exhibit 2. "Projection of Widsten Tax Increment Cashflow."

Computation	Value	Source
Total TIF Revenues (1997-2008)	\$2,685,155	City Audited Financial Statements through 2007, projected for 2008.
Pooled Authorization Percentage	<u>.25</u>	TIF Act
Gross Pooled Dollars	\$671,289	
Less: Administrative Fees	<u>134,779</u>	City Audited Financial Statements through 2007, projected for 2008.
Net Eligible Pooled TIF Revenue thru 2008	\$536,510	
Projected TIF Revenue (2009-2015)	\$2,999,247	See Exhibit 2 Cash flow projection
Pooled Authorization Percentage	<u>.25</u>	TIF Act
Gross Pooled Dollars	\$749,812	
Less: Administrative Fees	<u>140,000</u>	See Exhibit 2 Cash flow projection.
Net Projected Pooled TIF post-2008	\$609,812	See Exhibit 2 Cash flow projection.
Total Current and Projected Pooled TIF Revenues	\$1,146,321	See Exhibit 2 Cash flow projection.

The planned expenditure budget for Pooled TIF Revenue from TIF District No. 3 is as follows:

Public Development	Projected Expenditure from Pooled TIF
Public Parking	
Street, storm sewer & bridge improvements	
Sanitary sewer and water system improvements	
Street projects include Superior Blvd, Lake Street, Holdridge, related signage, Peavey Bridge design	
Administration Expense through 2009-2015	140,000
Total Projects with Administration	\$1,146,321*
* To be spent on one or more projects within categories identified consistent with TIF Act requirements.	

Private Activities—2001 TIF Plan Amendment

Commercial & Residential Development. A planned unit development of owner-occupied townhouse condominiums and rental properties was privately developed on the Widsten block.

Private Activities—2005 TIF Plan Amendment

The City and the HRA are not aware of any planned additional private development in TIF District No. 3.

B. Original Tax Capacity Valuation

The Hennepin County Auditor certifies the original adjusted tax capacity of all parcels within TIF District No. 3. The original adjusted tax capacity is \$14,451 for taxes payable in 2008.

C. Captured Tax Capacity Value and Increment

For taxes payable in 2008, the “captured tax capacity value” of TIF District No. 3 is \$468,623. Based on the City’s tax capacity rate of 86.02% for taxes payable in 2008, \$365,316 in TIF Revenue is projected in 2008. See Exhibit 1. “Projection of Widsten Tax Increment Cashflow.”

D. Excess Tax Increments

The HRA and City shall use excess tax increments, if any, in the following manner:

1. Prepay any outstanding tax increment note or bond.
2. Discharge the pledge of tax increments.
3. Return the excess amount to the County Auditor who shall distribute the excess amount to the municipality, county and school district in which the tax increment financing district is located, in direct proportion to their respective tax capacity rates
4. Amend TIF District No. 3 consistent with the TIF Act.

E. Duration of the District

While the mandatory decertification is March 1, 2020, it is anticipated that TIF District No. 3 will be terminated and decertified by the end of 2105.

F. Election as to Increment

The City and HRA elected to receive 100 percent of the captured tax capacity value to produce sufficient tax increments to fund project expenses in least amount of time.

G. Fiscal Disparities

The HRA elected the method of tax increment computation set forth in Section 469.177, Subdivision 3a. The contribution ratio of the municipality is not applied to commercial-industrial property inside the tax increment district, but the contribution these properties

would otherwise make would be spread on commercial-industrial properties outside the district. Therefore, the total amount of captured tax capacity is available for tax increment debt retired.

H. Estimated Impact on Other Tax Jurisdictions

The TIF Act requires that the TIF Plan Amendment estimate the impact of the proposed district or amendment to a TIF Plan on the affected taxing jurisdictions. There will be no adverse impact of the other taxing jurisdictions during the duration of the tax increment financing district since the development and redevelopment in the CARD would not have occurred without the creation of tax increment financing districts and the provision of public assistance. A positive impact on the taxing jurisdictions will occur when the tax increment financing districts are decertified and the development in the tax increment financing districts become part of the tax base of all affected taxing jurisdictions. When this occurs, the tax capacity rates of the taxing jurisdictions will be lower than if the tax increment financing districts had not been established.

The affected taxing jurisdictions will continue to receive property taxes from the base valuation, as adjusted, but will not receive any property taxes from new development in TIF District No. 3. Based on a composite tax rate in 1994-1995 of 127.309%, the original tax impact analysis projected a total tax increment of \$392,718. Due to property taxation adjustments authorized the Minnesota legislature in 2001 and lower tax capacity rates, the tax increment projected for taxes payable in 2008 is \$365,318. This current tax increment amount is used to compute the impact on taxing jurisdictions in Table I and II below.

Table I
Percent of Tax Increment Attributable
To Various Taxing Jurisdictions
2007/08 Values

	2007/2008 Total Tax Capacity Rate	Percent of Total Rate	Estimated Tax Loss
Hennepin County	38.571%	44.84%	\$163,809
City of Wayzata	20.308%	23.61%	86,251
I.S.D. No. 284	19.668%	22.86%	83,512
Special Districts ¹	<u>7.474%</u>	<u>8.69%</u>	<u>31,746</u>
Total	86.021%	100.00%	\$365,318

¹Includes the Metropolitan Council, Metropolitan Transit District, Park Museum, Metropolitan Mosquito, HCRRA and Three River Parks District.

Table II represents the increase in tax capacity rates which would have to be levied to compensate each taxing jurisdiction for “lost” dollars. Although the increase in tax capacity due to the captured portion of the development will not be available for application to the tax capacity rate for the duration of the TIF District, the increased tax capacity will eventually permit a tax capacity rate decrease. Table II shows the estimate of how much the tax capacity for property outside the TIF District No.3 would have to be increased to raise the same number of tax dollars.

Table II
Increment in Tax Capacity Rates
By Various Taxing Jurisdictions
Taxes Payable 2008

	<u>2007/08 Taxable Net Tax Capacity</u>	<u>Estimated Loss</u>	<u>Tax Capacity Increase Required</u>
Hennepin County	\$1,602,797,286	\$163,809	0.010%
City of Wayzata	15,390,772	86,251	0.560%
I.S.D. No. 284	121,496,934	83,512	0.068%
Special Districts ¹	5,919,318,212	<u>31,746</u>	0.006%
		\$365,318	

¹Includes the Metropolitan Council, Metropolitan Transit District, Park Museum, Metropolitan Mosquito, HCRRA and Three River Parks District

IV. Tax Increment Financing Limitations

A. Limitations on Administrative Expenses

In accordance with Minnesota Statutes, Section 469.174, Subd. 14 and Minnesota Statutes, Section 469.174, Subd. 3, administrative expenses, means all expenditures of an authority other than amounts paid for the purchase of land or amounts paid to contractors and engineering services, directly connected with the physical development of the real property in the district, relocation benefits paid to or services provided for persons residing or business located in the district bonds issued pursuant to Section 469.178. Administrative expenses include amounts paid for services provided by bond counsel, fiscal consultants, and planning for economic development consultants. No tax increment shall be used to pay any administrative expenses for a project which exceeds ten percent of the total tax increment expenditures authorized by the tax increment financing plan or the total tax increment expenditures for the project, whatever is less. The City and HRA is in compliance with this limitation.

B. Project Administration and Maintenance of Tax Increment Account

The Office of the City Manager will administer the tax increment redevelopment district.

The tax increment received as a result of increases in the tax capacity value of the tax increment financing district will be maintained in a special account separate from all other municipal accounts and expended only upon sanctioned municipal activities identified in the financing plan.

C. Limitation on Duration of Tax Increment Financing Districts

Pursuant to Minnesota Statutes, Section 469.176, Subd. 1, within three years from the date of certification of the original net tax capacity of the taxable real property in the district the authority has constructed or caused to be constructed public improvements within the district.

D. Limitations on Qualification of Property Tax Increment District Not Subject to Improvement

Pursuant to Minnesota Statutes, Section 469.176, Subd. 6, within four years from the date of certification of the original net tax capacity of the tax increment financing district, demolition, rehabilitation or renovation of property or other site preparation including qualified improvement of a street adjacent to a parcel has been commenced on parcels located within the tax increment financing district by the authority.

E. Limitation on the Use of Tax Increment

All revenue derived from tax increment shall be used in accordance with the tax increment-financing plan. The revenues shall be used to finance or otherwise pay public redevelopment costs pursuant to Minnesota Statutes, Sections 469.124 to 469.134. No revenues derived from tax increment shall be used for the acquisition, construction, renovation, operation, or maintenance of a building to be used primarily and regularly for conducting the business of a municipality, county, school district, or any other local unit of government or the State or Federal government. This provision shall not prohibit the use of revenues derived from tax increments for the construction or renovation of a parking structure, a common area used as a public or a facility used for social, recreational or conference purposes and not primarily for conducting the business of the municipality.

F. County Costs

Tax increments may be used to pay for the county's actual administrative expenses under Sections 469.174 to Sections 469.179. The County may require payment of those expenses by February 15 of the year after the year in which the expenses are incurred. The amount of these payments is not required to be set forth in the tax increment financing plan for the project. To obtain payment for actual administrative costs, the County Auditor must submit to the authority a record of costs incurred by the County Auditor related to administration of the authority's tax increment financing districts.

Tax increments may be used to pay county road costs as provided in Section 469.175, Subdivision 1(a).

G. Restrictions on Pooling: Five-Year Limit

Expenditures Outside District. (a) For each tax increment financing district, an amount equal to at least 75 percent of the revenue derived from tax increments paid by properties in the district must be expended on activities in the district or to pay bonds, to the extent that the process of the bonds were used to finance activities in the district or to pay, or secure payment of, debt service on credit enhanced bonds. Not more than 25 percent of the revenue derived from tax increments paid by properties in the district may be expended, through development fund or otherwise, on activities outside of the district but within the defined geographic area of the project except to pay or secure payment of, debt service on credit enhanced bonds. The revenue derived from the tax increments for the district that are expended on costs under Section 469.176, Subdivision 4.h., paragraph (b), may be deducted first before calculating the percentages that must be expended within and without the district.

Five-Year Rule. (a) Revenues derived from tax increments are considered to have expended on an activity within the district under Subdivision 2 only if one of the following occurs:

1. Before or within five years after certification of the district, the revenues are actually paid to a third party with respect to the activity.
2. Bonds, the proceeds of which must be used to finance the activity, are issued and sold to a third party before or within five years after certification, the revenues are spent to repay the bonds, and the proceeds of the bonds either are, on the date of issuance, reasonably expected to be spent before the end of the later of (i) the five year period, or (ii) a reasonably temporary period within the meaning of the use of that term under Section 148(c)(1) of the Internal Revenue Code, or are deposited in a reasonably required reserve or replacement fund.
3. Binding contracts with a third party are entered into for performance of the activity before or within five years after certification of the district and the revenues are spent under the contractual obligations.
4. Costs with respect to the activity are paid before or within five years after certification of the district and the revenues are spent to reimburse a party for payment of the costs, including interest on unreimbursed costs.

Use of Revenues for Decertification. Beginning with the sixth year following certification of the district, 75 percent of the revenues derived from the tax increments paid by properties in the district that remain after the expenditures permitted under Subdivision 3, paragraphs (a), clause (2) and (b) cost contracts, as defined in Subdivision 3, paragraph (a), clauses (3) and (4). When the outstanding bonds have been repaid and when sufficient money has been set aside to pay contractual obligations as defined in Subdivision 3, paragraph (a), clauses (3) and (4), the district must be decertified and the pledge of tax increment discharged.

H. Annual Disclosure Requirements

Pursuant to Minnesota Statutes, Section 469.175, Subd. 6, an authority must file an annual disclosure report for all tax increment-financing districts. The City and HRA are in compliance with this requirement.

I. Modifications of the Tax Increment Financing District

In accordance with Minnesota Statutes, Section 469.175, Subd. 4, any reduction or enlargement of the geographic area of the Project or tax increment financing district, increase in amount of bonded indebtedness to be incurred, including a determination or capitalized interest on debt of that determination as not part of the original plan, or to increase or decrease the amount of interest on the debt to be capitalized, increase in the portion of the captured tax capacity value to be retained by the HRA, increase in total estimated tax increment expenditures or designation of additional property to be acquired by the HRA shall be approved upon the notice and after the discussion, public hearing and findings required for approval of the original plan. The geographic area of a tax increment financing district may be reduced, but shall not be enlarged after five years following the date of certification of the original gross tax capacity value by the County Auditor.

J. Consultations

Prior to the actual formation of the Tax Increment District, and prior to the adoption of plan amendments, the City and HRA provided an opportunity for members of the Hennepin County Board of Commissioners and the School Board of Independent School District No. 284 (Wayzata) to meet with the City Council.

K. Public Hearing

Prior to approval of this amended plan by the City Council, a public hearing was held in accordance with Minnesota Statutes, Section 469.175, notice of such hearing being published in a newspaper of general circulation in the city at least once, not less than 10 days and not more than 30 days prior to the hearing date. At this hearing County Board Members and the School Board were given an opportunity to present comments.

This plan was prepared with the assistance of Public Financial Management, Inc. and approved by the Board of Directors of the HRA on June 24, 2008 and by the City Council of Wayzata on August __, 2008.

CITY OF WAYZATA, MINNESOTA

Projection of Widsten Tax Increment Cashflow

Redevelopment District: 1406
 Project: Widsten
 First Year Increment: 1996/1997
 Last Year Increment: 2019/2020
 Certification Date: 30-Jun-95

Exhibit 2

4.00% Assumed Tax Capacity Growth Rate after 2008

Tax Year Assess	Pay	Current Tax Capacity	Base Tax Capacity	Captured Tax Capacity	Tax Cap. Rate	Project Revenues			Project Expenses			Net Surplus/ (Deficit)	(1) Transfers	Beginning Balance	Ending Balance
						TIF \$\$\$\$	Interest & Transfers Misc.	In	Total Revenues	Debt Service	Transfer to CIP Fund	Admin Expenses	Total Expenses		
1995 / 1996		\$27,934	\$27,934	\$0	126.796	\$0			\$0	\$0	\$0	\$0	\$0	\$0	\$0
1996 / 1997		30,644	27,934	16,609	115.365	2,983	0	0	2,983	0	29,996	4,607	34,603	(132,157)	(132,157)
1997 / 1998		123,801	27,676	145,756	118.313	116,986	0	0	116,986	0	0	6,359	6,359	(163,777)	(163,777)
1998 / 1999		191,105	20,425	238,163	125.104	213,007	1,126	0	214,133	0	0	3,603	3,603	(53,150)	(53,150)
1999 / 2000		232,882	19,858	294,872	118.769	252,374	14,413	0	266,787	0	25,553	1,795	27,348	210,530	157,380
2000 / 2001		250,689	19,858	408,040	112.939	260,047	11,885	751,819	1,023,751	308,870	0	0	308,870	239,439	396,819
2001 / 2002		182,290	16,812	271,940	117.547	193,813	13,025	0	206,838	278,028	0	10,708	288,736	714,881	714,881
2002 / 2003		203,238	14,451	290,106	111.097	209,016	6,091	0	215,107	282,602	0	15,596	298,198	632,983	632,983
2003 / 2004		231,963	14,451	326,352	103.253	220,793	5,808	0	226,601	281,828	0	16,838	298,666	549,892	549,892
2004 / 2005		272,195	14,451	356,436	97.776	254,056	9,664	0	263,720	285,791	0	17,712	303,503	477,827	477,827
2005 / 2006		318,396	14,451	413,631	93.203	281,989	17,031	0	299,020	284,132	0	16,763	300,895	438,044	438,044
2006 / 2007		372,511	14,451	438,988	88.151	314,773	18,112	0	332,885	287,103	0	15,798	302,901	436,169	436,169
2007 / 2008		436,784	14,451	468,623	86.020	365,318	20,000	0	385,318	289,798	0	25,000	314,798	466,153	466,153
2008 / 2009		454,255	14,451	439,804	86.020	378,320	7,500	0	385,820	291,298	0	20,000	311,298	36,673	36,673
2009 / 2010		472,426	14,451	457,975	86.020	393,950	7,500	0	401,450	292,783	0	20,000	312,783	111,195	111,195
2010 / 2011		491,323	14,451	476,872	86.020	410,205	7,500	0	417,705	293,033	0	20,000	313,033	99,861	99,861
2011 / 2012		510,976	14,451	496,525	86.020	427,110	7,500	0	434,610	292,928	0	20,000	312,928	104,533	104,533
2012 / 2013		531,415	14,451	516,964	86.020	444,692	7,500	0	452,192	292,148	0	20,000	312,148	126,216	126,216
2013 / 2014		552,671	14,451	538,220	86.020	462,977	7,500	0	470,477	295,673	0	20,000	315,673	166,260	166,260
2014 / 2015		574,778	14,451	560,327	86.020	481,993	7,500	0	489,493	298,253	0	20,000	318,253	221,064	221,064
2015 / 2016		0	0	0	0.000	0	0	0	0	0	0	0	0	0	0

Total Transfers of Pooled TIF 1,146,321

TIF thru 2008	2,685,155	Projected TIF after 2008	2,999,247
	0.25		0.25
Gross Pooled TIF	\$ 671,289	Gross Pooled TIF	\$ 749,812
Less Admin.	\$ 134,779	Less Admin.	140,000
Net Pooled thru 2008	536,510	Net Pooled after 2008	609,812
		Total thru 2015	1,146,321

TAX INCREMENT FINANCING PLAN
FOR
TAX INCREMENT FINANCING DISTRICT NO. 3

WIDSTEN SCHOOL PROJECT

APPROVED FEBRUARY 21, 1995 BY THE

Project #
1406

HOUSING AND REDEVELOPMENT AUTHORITY

IN AND FOR THE CITY OF WAYZATA, MINNESOTA

AND CITY OF WAYZATA

TAX INCREMENT FINANCING PLAN FOR TAX INCREMENT FINANCING DISTRICT 3

I. INTRODUCTION

The Housing and Redevelopment Authority in and for the City of Wayzata (the "HRA") proposes to capture the increase in tax capacity valuation and the resulting increase in real property taxes on improvements within the following described Tax Increment District No. 3 as authorized in Minnesota Statutes, Sections 469.174 to 469.179 (the TIF Act).

A. Project Background

The redevelopment of Wayzata Central Business District, focused around the ten block Lake Street vicinity has been a long and sustained effort by the community. The City and HRA have implemented a phased approach to the area's redevelopment that have reflected the area's public improvement needs matched with redevelopment opportunities put forth by the private sector.

In 1970, the City conducted its first Renewal Feasibility Study that established a planning basis for all subsequent redevelopment efforts. In 1977, the Central Area Redevelopment Plan (CARD), pursuant to Minnesota Statutes 462, was adopted and the first Tax Increment Financing District was established by the HRA. The CARD plan has been amended from time to time and an additional TIF District was established by the HRA in 1986 (the "1986 TIF District"), as part of an orderly and systematic plan of the HRA and the City of Wayzata (the "City") to bring about the redevelopment of the Central Business District.

The City and HRA's efforts have resulted in substantial private reinvestment in the Wayzata Central Business District with several commercial and residential projects having been completed to date.

B. Project Description

The City through its HRA proposes to undertake several additional public improvement projects designed to support and enhance economic vitality of the Wayzata Central Business District.

The largest proposed project is the construction of an approximate 300 car municipal parking ramp at the intersection of Broadway and Mill Street, which is one block off Lake Street. The parking ramp would be built at a cost of approximately \$2,150,000 on land already owned by the City of Wayzata.

The City will make street, sewer and water improvements to Broadway Street from Mill Street to Rice Street, then east on Rice to Superior Boulevard, at a proposed cost of approximately \$200,000.

Mill Street between Broadway and Superior will be reconstructed with new storm sewer. The Mill Street area will also receive considerable streetscape improvements to complement streetscape activities already completed along Lake Street. The project will cost approximately \$300,000. The HRA has prior budget authority for \$200,000 from the TIF Plan for the 1986 TIF District. Therefore, an additional \$100,000 in TIF budget is now sought.

The HRA may also assist a private developer to construct a commercial building or buildings on the existing City garage site located within the TIF District No. 3 area.

The street and utility public improvements described above will facilitate a 96 unit rental apartment project. No direct developer subsidies would be provided to the rental housing project, other than the provision for public infrastructure improvements adjacent to the project.

C. Development Program

1. Public Activities.

- a. Land Acquisition. The HRA proposes to acquire one undeveloped 5,227 square foot parcel owned by Vodegel. The cost of the land acquisition is within the municipal parking ramp budget.
- b. Relocation. Implementation of the plan will not require the displacement of any privately owned businesses or residential units.

The City maintenance garage will be relocated to a new site. TIF funds will not be used to build a new City garage.

- c. Municipal Parking Ramp. To answer the growing need for off-street parking, the City will construct an approximate 300 car parking ramp located at Mill Street and Broadway Street (see Exhibit C, Public Improvement Map). The anticipated development cost is approximately \$2,150,000. Construction could begin in early 1997.
- d. Municipal Surface Parking Lot. The City proposes to construct an approximate 35 car surface parking lot located at the intersection

of Rice Street and Superior Boulevard. The parking lot is necessary to alleviate parking shortages by existing area apartment buildings. The City is already in ownership of the site. Parking lot development costs are approximately \$35,000. Construction could begin in 1996.

- e. Infrastructure Public Improvements. Street, curb and gutter, sanitary sewer, storm sewer, and water lines needs to be upgraded and/or replaced in Broadway Street from Mill Street to Rice Street, then east on Rice to Superior Boulevard. The estimated construction cost is \$200,000.

Mill Street, between Broadway to Superior, would be reconstructed with a new storm sewer. Mill Street would receive streetscape improvements comparable with the City's streetscape program already partially completed. The estimated construction cost is \$300,000 with new TIF budget authority sought in this TIF Plan for \$100,000.

See Exhibit C, Public Improvement Map for the location of the improvements. The public improvement projects would be started in 1996 and completed in 1997.

2. Private Activities.

- a. Rental Housing. Stuart Companies has proposed to build a 96 unit rental apartment project on the site of the old Widsten School. The project has an estimated development cost of approximately \$11,000,000. The project would start construction the Spring of 1995 and be completed by early 1996. Stuart Companies, as developer, has entered into an agreement with the City of Wayzata which defines the responsibilities of the developer and City for the redevelopment of the Widsten School site.
- b. Commercial Project. The HRA has entered preliminary discussions with commercial developers to discuss the feasibility of a commercial building anchoring the redevelopment of the existing City garage site on Mill Street. The estimated 1.5 million dollar project could start construction in late 1995 or early 1996. The preliminary site investigation has revealed soil contamination requiring corrective action. The HRA may participate in the demolition, soil correction, environmental clean up, and site improvement costs.

II. STATEMENT OF OBJECTIVE

The actions set forth in this Tax Increment Financing Plan seek to achieve the beneficial program objectives identified in the Central Area Redevelopment Plan, amended.

Specific objectives sought to be accomplished by this Tax Increment Financing Plan are:

- A. Assist the private redevelopment of the old Widsten School site and Mill Street area.
- B. Facilitate and support activities that will promote the long term economic viability of the Wayzata Central Business District.
- C. Increase the tax base of the state.
- D. Increase the employment base of the state.

III. TAX INCREMENT FINANCING DISTRICT NO. 3

The Tax Increment Financing District No. 3 (TIF District) is comprised of five parcels. See Exhibit E, TIF District No. 3 Property List for identification of the district parcels.

The TIF District No. 3 is within the area subject to the Central Area Redevelopment Plan, as amended, of the HRA. Exhibit A, Central Area Redevelopment District Boundary Map identifies the TIF District No. 3 within the Central Area Redevelopment District No. 2, amended.

IV. STATUTORY AUTHORITY AND DISTRICT ELIGIBILITY AS A REDEVELOPMENT DISTRICT

A. Redevelopment District

TIF District No. 3 is certified as a Redevelopment District Under Minnesota Statutes, Section 469.174, Subd. 10.

1. Required Findings. On November 10, 1993, a written report was prepared by Northwest Associated Consultants that surveyed the area to be included in TIF District No. 3 in order to make a determination of compliance with the requirements of Minnesota Statutes, Section 469.174, Subd. 10(a)(1).

The results of that survey are summarized as follows:

<u>Parcel</u>	<u>Improved Area</u>	<u>Percent Improved</u>	<u>Total Area</u>
06-117-22-42-0045	2.33	44.0	5.2967*
06-117-22-42-0046	0.0459	14.5	.3168
06-117-22-42-0002	0.20	100.0	.2000*
06-117-22-42-0003	0.268	100.0	.2680*
06-117-22-42-0047	0	0	1.7300

TOTAL IMPROVED ACREAGE*			5.76
TOTAL ACREAGE			7.6792
PERCENT IMPROVED			75 percent

2. Fifty percent of the buildings are structurally substandard to a degree requiring substantial renovation or clearance. The proposed district contains one building, which has been determined to be substandard.

Substandard Definition

"Structurally substandard" shall mean containing defects in structural elements or a combination of deficiencies in essential utilities and facilities, light and ventilation, fire protection including adequate egress, layout and condition of interior partitions, or similar factors, which defects or deficiencies are of sufficient total significance to justify substantial renovation or clearance.

A building is not structurally substandard if it is in compliance with the building code applicable to new buildings or could be modified to satisfy the building code at a cost of less than 15 percent of the cost of constructing a new structure of the same square footage and type on the site. The municipality may find that a building is not disqualified as structurally substandard under the preceding sentence on the basis of reasonably available evidence, such as the size, type, and age of the building, the average cost of plumbing, electrical, or structural repairs, or other similar reliable evidence. If the evidence supports a reasonable conclusion that the building is not disqualified as structurally substandard, the municipality may make such a determination without an interior inspection or an independent, expert appraisal of the cost of repair and rehabilitation of the building.

The City Building Inspector has inspected the City garage and determined that the structure is substandard. A copy of his report is on file at City Hall.

B. Economic Necessity

The proposed development would not be economically feasible without participation of the City and HRA through the use of tax increment financing. The HRA and developer explored other funding sources, none of which were of sufficient magnitude to support the public costs. The developer has notified the HRA that it would not be economically feasible for the developer to pay market value for the public improvements. Therefore, in the opinion of the City and HRA, the proposed development would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future and therefore, the City and HRA elects to use tax increment financing pursuant to the TIF Act to finance part of the project cost.

C. Conformance with General Plan

The Wayzata City Planning Commission at their February 6, 1995 meeting found that the proposed redevelopment conforms to the Comprehensive Plan for the City.

V. FINANCING PLAN

A. Estimated Public Redevelopment Cost

The estimated public redevelopment costs of the improvements to be made within TIF District No. 3 and financed by tax increments are as follows:

Public Parking Ramp	\$2,175,000
Surface Parking Lot	35,000
Infrastructure	300,000
Commercial Project	175,000
Administration	25,000
Capitalized Interest	500,000

	\$3,210,000

Costs will only be incurred to the extent that anticipated tax increment revenues to cover the anticipated expense.

The items of cost and the costs thereof shown above are estimated to be necessary based upon the qualified appraisers, consultants, legal and cost information now available. It is anticipated that the items of cost and the costs thereof shown in each category above may decrease or increase, but that the total project cost will not exceed the amount shown above.

The total administrative expense is defined in Minnesota Statutes, Section 469.176, Subd. 3 of the TIF Act and is estimated to be \$75,000, which amount does not exceed 10 percent of the total tax increment expenditures.

The proposed project is in compliance with Minnesota Statutes 469.174, Subd. 4.J. that requires at least 90 percent of the revenues derived from tax increments from a redevelopment district be used to finance the cost of correcting conditions that allow designation of redevelopment and renewal and renovation districts under Minnesota Statutes 469.174. These costs include acquiring properties containing structurally substandard buildings or improvements, acquiring adjacent parcels necessary to provide a site of sufficient size to permit development, demolition of structures, clearing of the land, and installation of utilities, roads, sidewalks and parking facilities for the site. The allocated administrative expenses of the City may be included in the qualifying costs.

B. Source of Revenue - Tax Increment Bonds

The HRA proposes to capture the tax increments generated by the proposed development to pay obligated project expenses. No ad valorem tax levy is necessary to finance the HRA or City obligations.

The public redevelopment costs of the project will be financed by the issuance of general obligation tax increment bonds or a limited tax increment revenue note. Any debt will be issued by the City. The maximum amount of indebtedness is presently estimated to be \$3,210,000.

The principal of and interest on the bonds to be issued by the City to finance the public development cost of the project will be payable primarily from the tax increments to be received by the City with respect to the district. In addition, such principal and interest will be paid from certain proceeds of the bonds (capitalized interest) and interest earnings thereon.

C. Original Tax Capacity Valuation

The most recent tax capacity of all the property in the TIF District No. 3, which amount is expected to be certified by the Hennepin County Auditor as the original tax capacity value, is \$20,815.

See Exhibit E, TIF District No. 3 Property List for tax capacity values on an individual parcel basis.

D. Captured Tax Capacity Value

It is estimated that the "captured tax capacity value" of all taxable property in the project, upon completion of the development of the TIF District No. 3 in accordance with this plan, will be \$330,965. The captured tax capacity value represents over a \$12,500,000 investment in the project area.

E. Excess Tax Increments

The HRA and City shall use excess tax increments, if any, in the following manner:

1. Prepay any outstanding tax increment note or bond.
2. Discharge the pledge of tax increments.
3. Return the excess amount to the County Auditor who shall distribute the excess amount to the municipality, county and school district in which the tax increment financing district is located, in direct proportion to their respective tax capacity rates.
4. Amend the TIF District.

F. Duration of the District

It is estimated that the district will remain in existence until March 1, 2020, or until the City and HRA's obligation to pay the project expenses has been discharged in accordance with the resolution authorizing the issuance of the debt.

G. Election as to Increment

The City and HRA finds it necessary to receive 100 percent of the captured tax capacity value to produce sufficient tax increments to fund project expenses in least amount of time.

H. Prior Planned Improvements

Pursuant to Minnesota Statutes, Section 469.177, Subdivision 4, the HRA has reviewed and searched the properties to be included in the tax increment financing redevelopment district. No permits have been issued for any of the projects under consideration.

I. Fiscal Disparities

The HRA elects the method of tax increment computation set forth in Section 469.177, Subd. 3, clause a. The contribution ratio of the municipality is not applied to commercial-industrial property inside a tax increment district, but the contribution these properties would otherwise make would be spread on commercial-industrial properties outside the district. Therefore, the total amount of captured tax capacity is available for tax increment debt retirement.

J. Estimated Impact on Other Tax Jurisdictions

The taxing jurisdictions within which the District is located will continue to receive taxes as if no new development were to occur with the current tax capacity valuation neither increasing nor decreasing. The HRA will receive all taxes derived from the increased tax capacity valuation above the adjusted base. This precludes the jurisdictions from receiving tax increases due to the Project, inflation, other than base inflation, or other development of the taxable property in the District. As Exhibit D indicates, this property comprises a very small portion of the tax capacity value of these jurisdictions.

The tax capacity value of the taxable property within the District will be frozen at its original tax capacity value through 2020, or whenever the TIF District is terminated. At that point, the taxing jurisdictions will begin to receive taxes on the full tax capacity value of the property. The amount each jurisdiction will receive annually during the duration of the District will vary with changes in the tax capacity rate. Exhibit D further describes the impact the proposed project will have on the taxing jurisdictions.

VI. TAX INCREMENT FINANCING REQUIREMENTS

A. Limitation on Administrative Expenses

In accordance with Minnesota Statutes, Section 469.174, Subd. 14 and Minnesota Statutes, Section 469.176, Subd. 3, administrative expenses means all expenditures of an Authority other than amounts paid for the purchase of land or amounts paid to contractors and engineering services, directly connected with the physical development of the real property in the district, relocation benefits paid to or services provided for persons residing or business located in the district or amounts used to pay interest on, fund a reserve for, or sell at a discount bonds issued pursuant to Section 469.178. Administrative expenses include amounts paid for services provided by bond counsel, fiscal consultants, and planning for economic development consultants. No tax increment shall be used to pay any administrative expenses for a project which exceeds ten percent of the total tax

increment expenditures authorized by the tax increment financing plan or the total tax increment expenditures for the project, whichever is less.

B. Project Administration and Maintenance of Tax Increment Account

Administration of the tax increment economic development district will be handled by the Office of the City Manager.

The tax increment received as a result of increases in the tax capacity value of the tax increment financing district will be maintained in a special account separate from all other municipal accounts and expended only upon sanctioned municipal activities identified in the financing plan.

C. Limitation on Duration of Tax Increment Financing Districts

Pursuant to Minnesota Statutes, Section 469.176, Subd. 1, no tax increment shall be paid to an authority for a tax increment financing district after three years from the date of certification of the original net tax capacity of the taxable real property in the district by the County Auditor, unless within the three year period: (1) bonds have been issued in aid of the project containing the district pursuant to Section 469.178, or any other law, except revenue bonds issued pursuant to Sections 469.152 to 469.165, or (2) the authority has acquired property within the district, or (3) the authority has constructed or caused to be constructed public improvements within the district. The HRA may therefore issue bonds or acquire property, or construct or cause public improvements to be constructed by 1998 or the office of the County Auditor may dissolve the tax increment financing district.

D. Limitation on Qualification of Property Tax Increment District Not Subject to Improvement

Pursuant to Minnesota Statutes, Section 469.176, Subd. 6, "if, after four years from the date of certification of the original net tax capacity of the tax increment financing district..., no demolition, rehabilitation or renovation of property or other site preparation including qualified improvement of a street adjacent to a parcel but not installation of utility service including sewer or water systems, has been commenced on a parcel located within the tax increment financing district by the Authority or by the owner of the parcel in accordance with the tax increment financing plan, no additional tax increment may be taken from the parcel and the original net tax capacity value of that parcel shall be excluded from the original net tax capacity value of the tax increment financing district. If the Authority or the owner of the parcel subsequently commences demolition, rehabilitation or renovation or other site preparation on that parcel including qualified improvement of a street adjacent to that parcel, in accordance with the

tax increment financing plan, the Authority shall certify to the County Auditor that the activity has commenced, and the County Auditor shall certify the tax capacity value thereof as most recently certified by the Commissioner of Revenue and add it to the original net tax capacity of the tax increment financing district.

E. Limitation on the Use of Tax Increment

All revenues derived from tax increment shall be used in accordance with the tax increment financing plan. The revenues shall be used to finance or otherwise pay public redevelopment costs pursuant to Minnesota Statutes, Sections 469.124 to 469.134. No revenues derived from tax increment shall be used for the acquisition, construction, renovation, operation, or maintenance of a building to be used primarily and regularly for conducting the business of a municipality, county, school district, or any other local unit of government or the State or Federal government. This provision shall not prohibit the use of revenues derived from tax increments for the construction or renovation of a parking structure, a common area used as a public park or a facility used for social, recreational or conference purposes and not primarily for conducting the business of the municipality.

F. County Costs

1. Tax increments may be used to pay for the county's actual administrative expenses under Sections 469.174 to 469.179. The County may require payment of those expenses by February 15 of the year after the year in which the expenses are incurred. The amount of these payments is not required to be set forth in the tax increment financing plan for the project. To obtain payment for actual administrative costs, the County Auditor must submit to the authority a record of costs incurred by the County Auditor related to administration of the authority's tax increment financing districts.
2. Tax increments may be used to pay County road costs as provided in Section 469.175, Subdivision 1(a).

G. Restrictions on Pooling; Five-Year Limit

Expenditures Outside District. (a) For each tax increment financing district, an amount equal to at least 75 percent of the revenue derived from tax increments paid by properties in the district must be expended on activities in the district or to pay bonds, to the extent that the proceeds of the bonds were used to finance activities in the district or to pay, or secure payment of, debt service on credit enhanced bonds. Not more than 25 percent of the revenue derived from tax increments paid by properties in the district may be expended, through

development fund or otherwise, on activities outside of the district but within the defined geographic area of the project except to pay or secure payment of, debt service on credit enhanced bonds. The revenue derived from tax increments for the district that are expended on costs under Section 469.176, Subdivision 4.h, paragraph (b), may be deducted first before calculating the percentages that must be expended within and without the district.

Five Year Rule. (a) Revenues derived from tax increments are considered to have been expended on an activity within the district under Subdivision 2 only if one of the following occurs:

1. Before or within five years after certification of the district, the revenues are actually paid to a third party with respect to the activity.
2. Bonds, the proceeds of which must be used to finance the activity, are issued and sold to a third party before or within five years after certification, the revenues are spent to repay the bonds, and the proceeds of the bonds either are, on the date of issuance, reasonably expected to be spent before the end of the later of (i) the five year period, or (ii) a reasonable temporary period within the meaning of the use of that term under Section 148(c)(1) of the Internal Revenue Code, or are deposited in a reasonably required reserve or replacement fund.
3. Binding contracts with a third party are entered into for performance of the activity before or within five years after certification of the district and the revenues are spent under the contractual obligations.
4. Costs with respect to the activity are paid before or within five years after certification of the district and the revenues are spent to reimburse a party for payment of the costs, including interest on unreimbursed costs.

Use of Revenues for Decertification. Beginning with the sixth year following certification of the district, 75 percent of the revenues derived from tax increments paid by properties in the district that remain after the expenditures permitted under Subdivision 3 must be used only to pay outstanding bonds, as defined in Subdivision 3, paragraphs (a), clause (2) and (b) cost contracts, as defined in Subdivision 3, paragraph (a), clauses (3) and (4). When the outstanding bonds have been defended and when sufficient money has been set aside to pay contractual obligations as defined in Subdivision 3, paragraph (a), clauses (3) and (4), the district must be decertified and the pledge of tax increment discharged.

H. Annual Disclosure Requirements

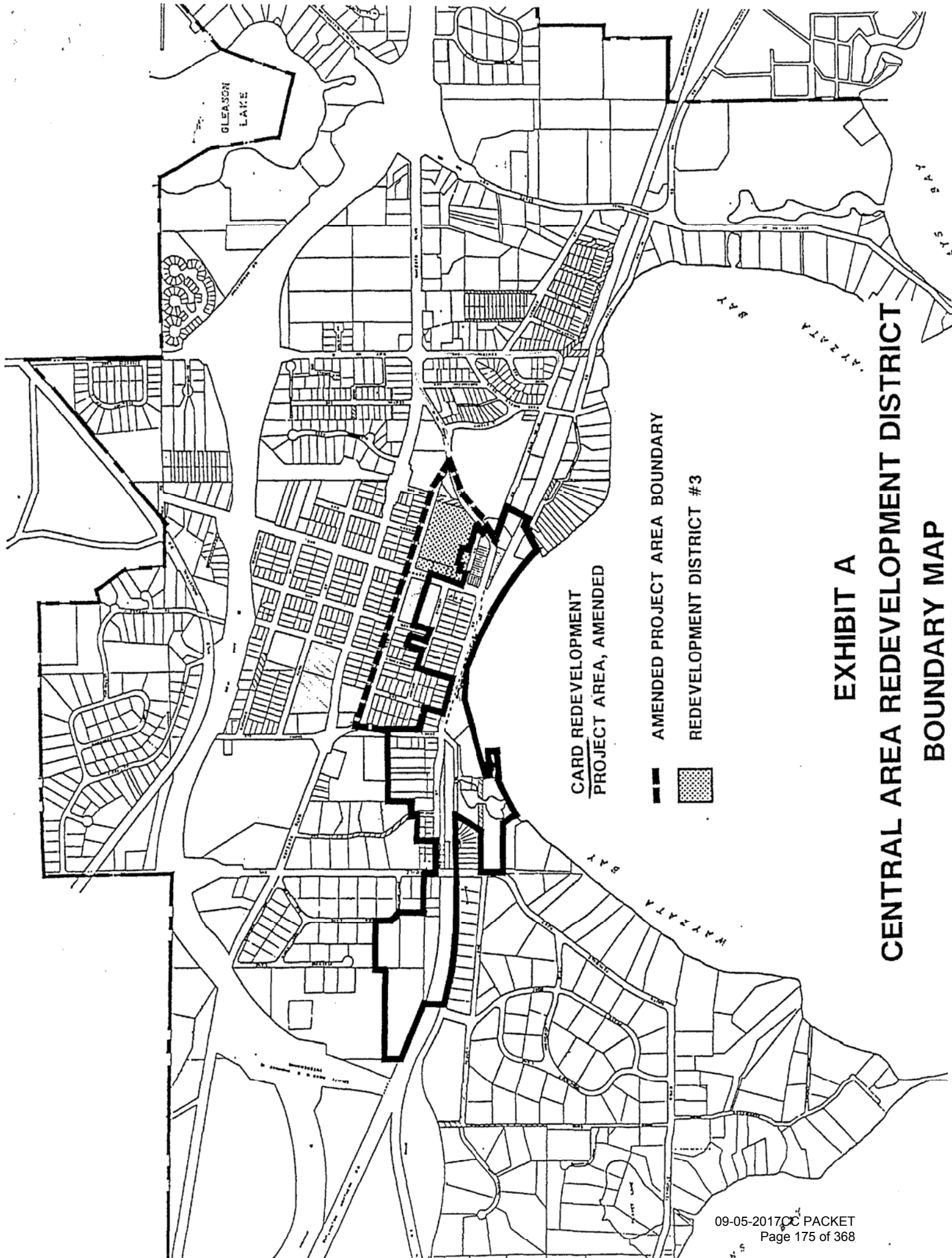
Pursuant to Minnesota Statutes, Section 469.175, Subd. 6, an Authority must file an annual disclosure report for all tax increment financing districts. The report shall be filed with the School Board, County Board and the State Auditor's Office. The report shall include the following information:

1. The original tax capacity value of the district;
2. The captured tax capacity value of the district, including the amount of any captured tax capacity value shared with other taxing districts;
3. The outstanding principal amount of bonds issued or other loans incurred to finance project costs in the district;
4. For the reporting period and for the duration of the district, the amount budgeted under the tax increment financing plan, and the actual amount expended for, at least, the following categories:
 - a. Acquisition of land and buildings through condemnation or purchase;
 - b. Site improvements or preparation costs;
 - c. Installation of public utilities or other public improvements;
 - d. Administrative costs, including the allocated cost of the authority;
5. For properties sold to developers, the total cost of the property to the Authority and the price paid by the Developer;
6. The amount of tax exempt obligations, other than those reported under clause (3), that were issued on behalf of private entities for facilities located in the district.

The annual disclosure report is designed to be a two-way medium of information dissemination for both the office of the County Auditor and the City. Should the Auditor want additional activities, such information should be requested prior to submission of the annual disclosure report by the City. Similarly, the City Council may utilize the annual disclosure report as a means for requesting information from the office of the County Auditor. The City must also file the annual report to the Minnesota Commissioner of Revenue as required under Minnesota Statutes, Section 469.175, Subd. 6.(a).

I. Modifications of the Tax Increment Financing District

In accordance with Minnesota Statutes, Section 469.175, Subd. 4, any reduction or enlargement of the geographic area of the Project or tax increment financing district, increase in amount of bonded indebtedness to be incurred, including a determination or capitalized interest on debt of that determination as not part of the original plan, or to increase or decrease the amount of interest on the debt to be capitalized, increase in the portion of the captured tax capacity value to be retained by the HRA, increase in total estimated tax increment expenditures or designation of additional property to be acquired by the HRA shall be approved upon the notice and after the discussion, public hearing and findings required for approval of the original plan. The geographic area of a tax increment financing district may be reduced, but shall not be enlarged after five years following the date of certification of the original gross tax capacity value by the County Auditor. The tax increment financing development district may therefore be expanded until approximately February 2000.



CARD REDEVELOPMENT
PROJECT AREA, AMENDED

AMENDED PROJECT AREA BOUNDARY

REDEVELOPMENT DISTRICT #3

EXHIBIT A

CENTRAL AREA REDEVELOPMENT DISTRICT BOUNDARY MAP

Legal Description
Amended Central Area Redevelopment District

Beginning at the point of the northeast corner of the Central Area Redevelopment District which lies on the easterly right-of-way line of Superior Boulevard, thence northeasterly along the easterly right-of-way line of Superior Boulevard to a point where said line intersects the extended northerly right-of-way line of Rice Street, thence westerly along the northerly right-of-way line of Rice Street to a point where said line extended intersects the westerly right-of-way line of Barry Avenue, thence southerly along the westerly right-of-way line of Barry Avenue to the point where said line intersects with the northerly line of the Central Area Redevelopment District, and bounded on the south by the existing Central Area Redevelopment District.

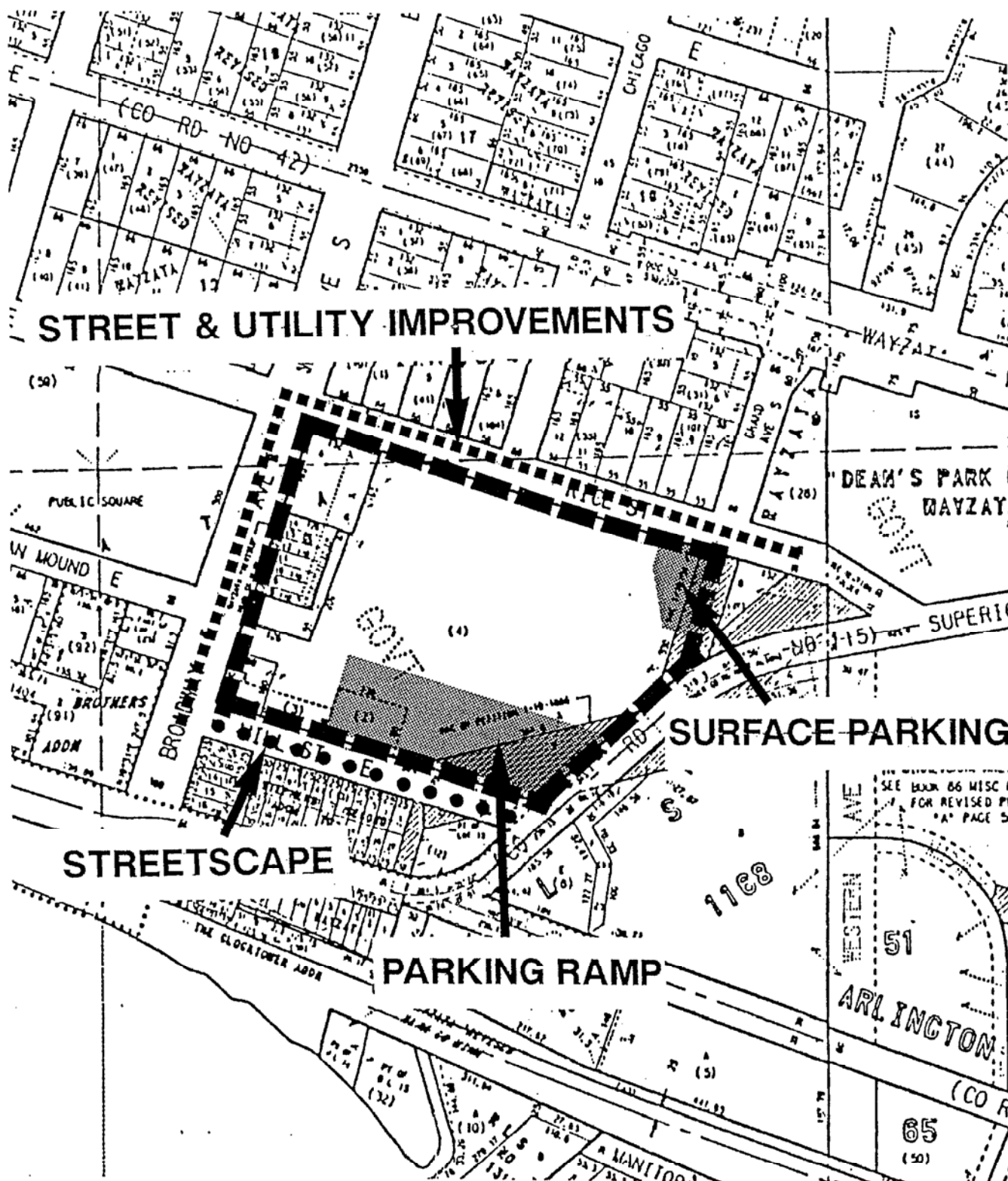


EXHIBIT D

IMPACT ON TAXING JURISDICTION IN THE WIDSTEN SCHOOL TAX INCREMENT FINANCING DISTRICT WAYZATA, MINNESOTA

<u>Jurisdiction</u>	<u>1994-95 Total Tax Capacity Valuation</u>	<u>Increased * Tax Capacity</u>	<u>% Of Total</u>	<u>% of Total Tax Capacity Available For Normal Growth</u>
City of Wayzata	7,320,896	330,965	4.32	95.68
School District 284	65,884,159	330,965	.50	99.5
Hennepin County	966,907,816	330,965	.034	99.96

*Frozen tax capacity \$20,815

ESTIMATED TAX CAPACITY RATE IMPACT \$415,000 ANNUAL TAX INCREMENT

<u>Jurisdiction</u>	<u>1993-94 xx Capacity Rate</u>	<u>Percent of Total Capacity</u>	<u>Distribution of Tax Increment</u>	<u>Potential Tax Capacity Impact of TIF</u>
City of Wayzata	20.256	16.14	66,981	0.915
School District 284	59.667	47.54	197,291	0.300
Hennepin County	37.441	29.83	123,794	0.012
Intermediate School Dist # 287 xxx	.809	0.006	2,490	
Special District	<u>7.31</u>	<u>0.582</u>	<u>24,153</u>	
	125.485	100.00	415,000	1.227

xx 1995 Rate Not Available
xxx No Levy in 1995

City of Wayzata, MN

Projection of Widsten (Carlson Project) Tax Increment

Property Classification	# of S.F. Units	Development Cost per Unit	Contruction Complete Jan 2, 1997		Contruction Complete Jan 2, 1998		# of S.F. Units	Development Cost per Unit	Contruction Complete Jan 2, 1998		EMV at 90%	Total Tax Capacity	# of S.F. Units	Development Cost per Unit	Contruction Complete Jan 2, 1999		EMV at 90%	Total Tax Capacity	Tax Capacity
			1997 Pay 1998	1997 Pay 1998	1997 Pay 1998	1997 Pay 1998			1998 Pay 1999	1998 Pay 1999					1998 Pay 1999	1998 Pay 1999			
Residential -- Homesteaded																			
Townhouses	8	\$525,000	\$472,500	\$69,840															
Townhouses	6	\$350,000	\$315,000	\$33,480															
Townhouses	6	\$300,000	\$270,000	\$28,080															
Townhouses																			
Townhouses	4	\$525,000	\$472,500	\$34,920															
Townhouses	4	\$350,000	\$315,000	\$22,320															
Townhouses	3	\$300,000	\$270,000	\$14,040															

Total Residential Tax Capacity

\$131,400

\$71,280

Total Tax Capacity Accumulated TC Capacity

\$131,400

\$71,280

1997 Pay 1998

\$131,400

Tax Capacity Base

\$0

Current Tax Capacity

\$131,400

Tax Capacity Base

\$0

Captured TC

\$131,400

TC Rate

127%

TIF \$\$\$

\$166,878

15
Tax-exempts - parking ramps
\$2,000,000 - nil street
127% - pay water/sewer
\$257,404

1995 AMENDMENT TO CENTRAL AREA
REDEVELOPMENT PLAN

WIDSTEN SCHOOL PROJECT

District
#3

APPROVED FEBRUARY 21, 1995 BY THE

Project #
1406

HOUSING AND REDEVELOPMENT AUTHORITY

IN AND FOR THE CITY OF WAYZATA, MINNESOTA

AND CITY OF WAYZATA

1995 AMENDMENT TO CENTRAL AREA REDEVELOPMENT DISTRICT PLAN

I. INTRODUCTION

A. Purpose of Amended Redevelopment Plan

It is the City of Wayzata's (the "City") and the Housing and Redevelopment Authority's (the "HRA") intent to amend the Central Area Redevelopment District Plan (the Redevelopment Plan) to enlarge the Central Area Redevelopment District in order to permit the establishment of Tax Increment Financing District No. 3 and to permit the use of tax increment financing proceeds in an expanded area. The amendments are necessary to allow for the redevelopment activities in the Central Area Business District of the City.

B. Statement of Authority

The City and HRA seek to amend the Redevelopment Plan by the authority granted in Minnesota Statutes 469.001 through 469.047, commonly referred to as the HRA Act.

C. Previous Actions

1. Original Redevelopment Plan. The City and HRA in 1977 adopted the original redevelopment plan and the first tax increment financing plan. Those plans created a redevelopment project pursuant to Minnesota Statutes, Chapter 462 (the project area) and a tax increment financing district (the TIF District).
2. 1979 Amendment to Redevelopment Plan. The Redevelopment Plan was amended in July 1979 to enlarge the project area and authorize additional redevelopment activities.
3. 1986 Amendment to Redevelopment Plan. The Redevelopment Plan was amended in June 1986 to enlarge the project area and authorize additional redevelopment activities.

D. Incorporation of Prior Plans

The Redevelopment Plan, amended, is incorporated by reference to this plan amendment.

E. Statement of Public Purpose

The HRA has determined that there exists conditions within the set forth amended project area which have prevented normal development of the land by private enterprise and have resulted in a stagnant and unproductive condition of land potentially useful and valuable for contributing to the public health, safety, and welfare. Specific conditions include:

1. The area is in need of streetscape improvements that will complement existing and planned and future project area development.
2. There exists within the amended project area substandard and blighted property.
3. The amended project area is in need of upgraded public utilities.

The HRA has prepared the 1995 Amendment to the Central Area Redevelopment Plan and Tax Increment Financing Plan No. 3, which provides for the elimination of these conditions, thereby making the land useful and valuable for contributing to the public health, safety, and welfare.

It has been further determined that there is a need for new development within the project area to provide employment opportunities, to improve the tax base, and to improve the general economy of the City and the State. It has been found that the project area is potentially more useful and valuable than has been realized under existing development; is less productive because of the lack of public utilities, lack of proper utilization and lack of investment; and is not contributing to the tax base to its full potential. Therefore, the HRA and City find that there is a need to provide public utilities and provide impetus for private development, maintain and increase employment, and to increase the tax based for the taxing jurisdiction within the City's corporate limits. These public purpose goals are not attainable in the foreseeable future without the intervention of the HRA and City in the normal development process.

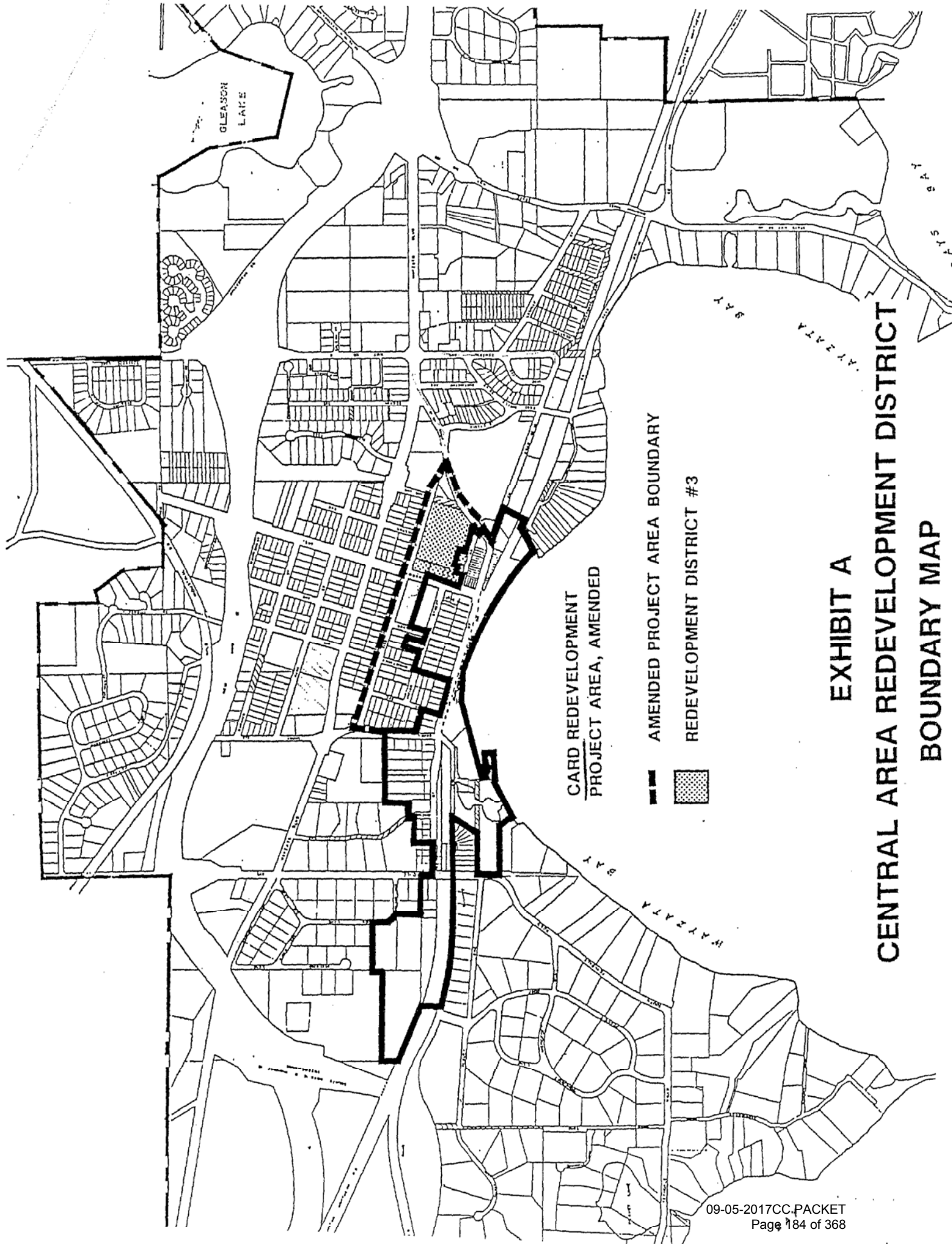
F. Project Area Boundary, Amended

The HRA finds it necessary to expand the project area boundaries. Exhibit A is the Amended Project Area Boundary Map, which illustrates the original and amended project area boundaries.

The attached Exhibit B, Legal Description is the description of the Amended Central Area Redevelopment District.

G. Project Area Activities

Additional project area activities are detailed in the attached Tax Increment Financing Plan.



CARD REDEVELOPMENT
PROJECT AREA, AMENDED

AMENDED PROJECT AREA BOUNDARY

REDEVELOPMENT DISTRICT #3

EXHIBIT A CENTRAL AREA REDEVELOPMENT DISTRICT BOUNDARY MAP

Legal Description
Amended Central Area Redevelopment District

Beginning at the point of the northeast corner of the Central Area Redevelopment District which lies on the easterly right-of-way line of Superior Boulevard, thence northeasterly along the easterly right-of-way line of Superior Boulevard to a point where said line intersects the extended northerly right-of-way line of Rice Street, thence westerly along the northerly right-of-way line of Rice Street to a point where said line extended intersects the westerly right-of-way line of Barry Avenue, thence southerly along the westerly right-of-way line of Barry Avenue to the point where said line intersects with the northerly line of the Central Area Redevelopment District, and bounded on the south by the existing Central Area Redevelopment District.

CITY OF WAYZATA, MINNESOTA

Tax Increment Financing Plan For Tax Increment Financing District No. 3

**Certified March 1, 1996
Amended
February 6, 2001**

TAX INCREMENT FINANCING PLAN FOR TAX INCREMENT FINANCING DISTRICT 3

I. INTRODUCTION

The City Council of the City of Wayzata (the "City") and the Housing and Redevelopment Authority in and for the City of Wayzata (the "HRA") have determined that it is necessary to and in the best interests of the City to amend the Tax Increment Financing Plan for the Tax Increment Financing District No. 3 (the "Widsten District") as authorized in Minnesota Statutes, Sections 469.174 to 469.179 (the TIF Act). The purpose of this amendment to the Widsten District TIF Plan is to authorize the acquisition of parcels for redevelopment and to increase the amount of authorized expenditures to finance property acquisition and costs related to the construction of public parking, streetscape and other utility improvements.

A. Project Background

The redevelopment of Wayzata Central Business District, focused around the ten-block Lake Street vicinity, has been a long and sustained effort by the community. The City and HRA have implemented a phased approach to the area's redevelopment that has reflected the area's public improvement needs matched with redevelopment opportunities put forth by the private sector.

In 1970, the City conducted its first Renewal Feasibility Study that established a planning basis for all subsequent redevelopment efforts. In 1977, the Central Area Redevelopment Plan (CARD), pursuant to Minnesota Statutes 462, was adopted and the first tax increment financing district was established by the HRA. The CARD plan has been amended from time to time and an additional TIF district was established by the HRA in 1986 (the "1986 TIF District #2"), as part of an orderly and systematic plan of the City and HRA to bring about the redevelopment of the central business district.

The City and HRA's efforts have resulted in substantial private reinvestment within the City's Central Business District with several commercial and residential projects having been completed to date.

B. Project Description

The City through its HRA proposes to undertake several additional public improvement projects designed to support and enhance economic vitality of the Wayzata Central Business District.

The largest proposed project is the construction of public parking at the intersection of Broadway and Mill Street, which is one block off Lake Street. A 250 car-parking ramp would cost approximately \$3,000,000. Additional costs for a parking ramp could come from the Central Area Redevelopment District (CARD) TIF financing plan and/or private developers.

Mill Street between Broadway and Superior will be reconstructed with new storm sewer. The Mill Street area will also receive considerable streetscape improvements to complement streetscape activities already completed along Lake Street. The project will cost approximately \$300,000. The HRA has prior budget authority for \$200,000 from the CARD TIF Financing Plan and \$100,000 from the 1986 Widsten TIF Financing Plan.

The HRA may also consider assisting a private developer to construct a commercial building or buildings on Mill Street.

C. Development Program

1. Public Activities

- a. **Land Acquisition.** The HRA proposes to acquire a 5,227 square foot parcel (PID # 06-117-22-42-0012 the portion which lies north of Mill Street) owned by Vodegel and a 85,706 square foot parcel (PID's 06-117-22-42-0003, 06-117-22-42-0002 & 06-117-22-42-0047) owned by the City of Wayzata (see Exhibit A, Public Improvement Map). The cost of the land acquisition is within the public parking budget.
- b. **Public Parking.** To address the growing need for off-street parking, the City will construct either a surface parking lot or a parking ramp located at Mill Street and Broadway Street (see Exhibit A, Public Improvement Map). The anticipated development cost of a 250 car-parking garage is approximately \$3,000,000. It is anticipated that construction will begin in early 2001.

- c. Mill Street, between Broadway to Superior, would be reconstructed with a new storm sewer. Mill Street would receive streetscape improvements comparable with the City's streetscape program already partially completed. The estimated construction cost is \$300,000 with no new TIF budget authority sought in this TIF Plan amendment. See Exhibit A, Public Improvement Map for the location of the improvements. It is anticipated that construction will begin in 2001.

2. Private Activities

- a. Commercial Project. The HRA may consider the feasibility of a commercial building anchoring the redevelopment on Mill Street. The preliminary site investigation has revealed soil contamination requiring corrective action. The HRA may participate in the demolition, soil correction, environmental clean up, and site improvement costs.
- b. Developer Contributions for Parking. (Re)developers of property within the same parking zone as Mill Street who require additional parking shall be required to contribute to the repair and maintenance and may be required to contribute to the construction of a parking facility.

II. STATEMENT OF OBJECTIVE

The actions set forth in this Tax Increment Financing Plan seek to achieve the beneficial program objectives identified in the Central Area Redevelopment Plan, as amended.

Specific objectives sought to be accomplished by this Tax Increment Financing Plan, as amended are:

- A. Assist the private redevelopment of the old Widsten School site and Mill Street area.
- B. Facilitate and support activities that will promote the long-term economic viability of the Wayzata Central Business District.
- C. Increase the tax base of the state.
- D. Increase the employment base of the state.

III. TAX INCREMENT DISTRICT NO. 3

The Tax Increment Financing District No. 3 (the "Widsten District") is comprised of twenty-nine parcels. Exhibit B - Parcels Included in Widsten District contains a list of the property identification numbers (PID), market values, tax capacity and tax increment for each of the parcels included in the Widsten District for taxes payable in 2000.

The Widsten District is located within the area subject to the Central Area Redevelopment Plan, as amended, of the HRA. Exhibit C, Central Area Redevelopment District Boundary Map identifies the Widsten District within the Central Area Redevelopment District No. 2, as amended.

IV. FINANCING PLAN

A. Estimated Public Redevelopment Cost

The estimated public redevelopment costs of the improvements to be made within the Widsten District and financed by tax increments are as follows:

Public Parking/Land Acquisition	\$3,000,000
Infrastructure	300,000
Miscellaneous	20,000
Administration/Costs of Issuance	<u>75,000</u>
	\$3,395,000

The estimated sources of revenue to finance the public redevelopment cost are as follows:

General Obligation Tax Increment Bonds	\$3,195,000
CARD TIF contribution	<u>200,000</u>
	\$3,395,000

The items of cost and the costs thereof shown above are estimated to be necessary based upon the qualified appraisers, consultants, legal and cost information now available. It is anticipated that the items of cost and the costs thereof shown in each category above may decrease or increase, but that the total project cost will not exceed the amount shown above.

The total administrative expense is defined in Minnesota Statutes, Section 469.176, Subd. 3 of the TIF Act and is estimated to be \$75,000, which amount does not exceed ten percent of the total tax increment expenditures.

The proposed project is in compliance with Minnesota Statutes 469.174, Subd. 4.J. that requires at least 90 percent of the revenues derived from tax increments from a redevelopment district be used to finance the cost of correcting conditions that allow designation of redevelopment and renewal and renovations districts under Minnesota Statutes 469.174. These costs include acquiring properties containing structurally substandard buildings or improvements, acquiring adjacent parcels necessary to provide a site of sufficient size to permit development, demolition of structures, clearing of the land, and installation of utilities, roads, sidewalks and parking facilities for the site. The allocated administrative expenses of the City may be included in the qualifying costs.

B. Source of Revenue – Tax Increment Bonds

The HRA proposes to capture the increase in tax capacity valuation and the resulting increases in real property taxes on the improvement within the Widsten District. Thus, the City and the HRA proposes to use the tax increments to pay for the obligated project expenses. No ad valorem tax levy is necessary to finance the City or HRA obligations.

The public redevelopment costs of the project will be financed by the issuance of general obligation tax increment bonds or a limited tax increment revenue note. Any debt will be issued by the City. The maximum amount of indebtedness is presently estimated to be \$3,195,000.

The principal of and interest on the bonds to be issued by the City to finance the public development cost of the project will be payable primarily from the tax increments to be received by the City with respect to the district. In addition, such principal and interest will be paid from tax increments already on hand and interest earnings thereon.

C. Original Tax Capacity Valuation

The Hennepin County Auditor certifies the original adjusted tax capacity of all parcels within the Widsten District. The original adjusted tax capacity is \$19,858 for taxes payable in 2000.

Exhibit B - Parcels Included in Widsten District contains a list of the property identification numbers (PID), market values, tax capacity and tax increment for each of the parcels included in the Widsten District for taxes payable in 2000.

D. Captured Tax Capacity Value and Increment

For taxes payable in 2000, the “captured tax capacity value” of Widsten District was \$213,024. Based on the City’s tax capacity rate of 118.769% for taxes payable in 2000, the Widsten District generated \$253,006 of tax increment.

See Exhibit B – Parcels included in Widsten District for more details. Exhibit D shows the projected tax increment from the Widsten District.

E. Excess Tax Increments

The HRA and City shall use excess tax increments, if any, in the following manner:

1. Prepay any outstanding tax increment note or bond.
2. Discharge the pledge of tax increments.
3. Return the excess amount to the County Auditor who shall distribute the excess amount to the municipality, county and school district in which the tax increment financing district is located, in direct proportion to their respective tax capacity rates
4. Amend the Widsten District.

F. Duration of the District

It is estimated that the Widsten District will remain in existence until March 1, 2020, or until the City and HRA’s obligation to pay the project expenses has been discharged in accordance with the resolution authorizing the issuance of the debt.

G. Election as to Increment

The City and HRA finds it necessary to receive 100 percent of the captured tax capacity value to produce sufficient tax increments to fund project expenses in least amount of time.

H. Fiscal Disparities

The HRA elects the method of tax increment computation set forth in Section 469.177, Subd. 3, clause a. The contribution ratio of the municipality is not applied to commercial-industrial property inside the tax increment district, but the contribution these properties would otherwise make would be spread on commercial-industrial properties outside the district. Therefore, the total amount of captured tax capacity is available for tax increment debt retired.

I. Estimated Impact on Other Tax Jurisdictions

The taxing jurisdictions, within which the Widsten District is located, will continue to receive taxes as if no new development were to occur with the original tax capacity valuation neither increasing nor decreasing. The HRA will receive all taxes derived from the increased tax capacity valuation above the adjusted base. This precludes the jurisdiction from receiving tax increases due to the project, inflation, other than base inflation, or other development of the taxable property in the Widsten District. As shown in Exhibit E, the property located within Widsten District is a very small percentage of the tax capacity values of these jurisdictions.

The tax capacity value of the taxable property within the Widsten District will be frozen at its original tax capacity value through 2020, or whenever the Widsten District is terminated. At that point, the taxing jurisdictions will begin to receive taxes on the full tax capacity value of the property. The amount each jurisdiction will receive annually during the duration of the Widsten District will vary with changes in the tax capacity rate. Exhibit E quantifies the impact the Widsten District will have on the taxing jurisdictions.

V. TAX INCREMENT FINANCING REQUIREMENTS

A. Limitations on Administrative Expenses

In accordance with Minnesota Statutes, Section 469.174, Subd. 14 and Minnesota Statutes, Section 469.174, Subd. 3, administrative expenses, means all expenditures of an authority other than amounts paid for the purchase of land or amounts paid to contractors and engineering services, directly connected with the physical development of the real property in the district, relocation benefits paid to or services provided for persons residing or business located in the district bonds issued pursuant to Section 469.178. Administrative expenses include amounts paid for services provided by bond counsel, fiscal consultants, and planning for economic development consultants. No tax increment shall be used to pay any administrative expenses for a project which exceeds ten percent of the total tax increment expenditures authorized by the tax increment financing plan or the total tax increment expenditures for the project, whatever is less.

B. Project Administration and Maintenance of Tax Increment Account

The Office of the City Manager will administer the tax increment redevelopment district.

The tax increment received as a result of increases in the tax capacity value of the tax increment financing district will be maintained in a special account separate from all other municipal accounts and expended only upon sanctioned municipal activities identified in the financing plan.

C. Limitation on Duration of Tax Increment Financing Districts

Pursuant to Minnesota Statutes, Section 469.176, Subd. 1, within three years from the date of certification of the original net tax capacity of the taxable real property in the district the authority has constructed or caused to be constructed public improvements within the district.

D. Limitations on Qualification of Property Tax Increment District Not Subject to Improvement

Pursuant to Minnesota Statutes, Section 469.176, Subd. 6, within four years from the date of certification of the original net tax capacity of the tax increment financing district, demolition, rehabilitation or renovation of property or other site preparation including qualified improvement of a street adjacent to a parcel has been commenced on parcels located within the tax increment financing district by the authority.

E. Limitation on the Use of Tax Increment

All revenue derived from tax increment shall be used in accordance with the tax increment-financing plan. The revenues shall be used to finance or otherwise pay public redevelopment costs pursuant to Minnesota Statutes, Sections 469.124 to 469.134. No revenues derived from tax increment shall be used for the acquisition, construction, renovation, operation, or maintenance of a building to be used primarily and regularly for conducting the business of a municipality, county, school district, or any other local unit of government or the State or Federal government. This provision shall not prohibit the use of revenues derived from tax increments for the construction or renovation of a parking structure, a common area used as a public or a facility used for social, recreational or conference purposes and not primarily for conducting the business of the municipality.

F. County Costs

1. Tax increments may be used to pay for the county's actual administrative expenses under Sections 469.174 to Sections 469.179. The County may require payment of those expenses by February 15 of the year after the year in which the expenses are incurred. The amount of these payments is not required to be set forth in the tax increment financing plan for the project. To obtain payment for actual administrative costs, the County Auditor must submit to the authority a record of costs incurred by the County Auditor related to administration of the authority's tax increment financing districts.
2. Tax increments may be used to pay county road costs as provided in Section 469.175, Subdivision 1(a).

G. Restrictions on Pooling: Five-Year Limit

Expenditures Outside District: (a) For each tax increment financing district, an amount equal to at least 75 percent of the revenue derived from tax increments paid by properties in the district must be expended on activities in the district or to pay bonds, to the extent that the proceeds of the bonds were used to finance activities in the district or to pay, or secure payment of, debt service on credit enhanced bonds. Not more than 25 percent of the revenue derived from tax increments paid by properties in the district may be expended, through development fund or otherwise, on activities outside of the district but within the defined geographic area of the project except to pay or secure payment of, debt service on credit enhanced bonds. The revenue derived from the tax increments for the district that are expended on costs under Section 469.176, Subdivision 4.h., paragraph (b), may be deducted first before calculating the percentages that must be expended within and without the district.

Five-Year Rule: (a) Revenues derived from tax increments are considered to have been expended on an activity within the district under Subdivision 2 only if one of the following occurs:

1. Before or within five years after certification of the district, the revenues are actually paid to a third party with respect to the activity.
2. Bonds, the proceeds of which must be used to finance the activity, are issued and sold to a third party before or within five years after certification, the revenues are spent to repay the bonds, and the proceeds of the bonds either are, on the date of issuance, reasonably expected to be spent before the end of the later of (i) the five year period, or (ii) a reasonably temporary period within the meaning of the use of that term under Section 148(c)(1) of the Internal Revenue Code, or are deposited in a reasonably required reserve or replacement fund.
3. Binding contracts with a third party are entered into for performance of the activity before or within five years after certification of the district and the revenues are spent under the contractual obligations.
4. Costs with respect to the activity are paid before or within five years after certification of the district and the revenues are spent to reimburse a party for payment of the costs, including interest on unreimbursed costs.

Use of Revenues for Decertification: Beginning with the sixth year following certification of the district, 75 percent of the revenues derived from the tax increments paid by properties in the district that remain after the expenditures permitted under Subdivision 3, paragraphs (a), clause (2) and (b) cost contracts, as defined in Subdivision 3, paragraph (a), clauses (3) and (4). When the outstanding bonds have been defeased and when sufficient money has been set aside to pay contractual obligations as defined in Subdivision 3, paragraph (a), clauses (3) and (4), the district must be decertified and the pledge of tax increment discharged.

H. Annual Disclosure Requirements

Pursuant to Minnesota Statutes, Section 469.175, Subd. 6, an authority must file an annual disclosure report for all tax increment-financing districts. The report shall be filed with the School Board, County Board and the State Auditor's Office. The report shall include the following information:

1. The original tax capacity value of the district;
2. The captured tax capacity value of the district, including the amount of any captured tax capacity value shared with other taxing districts;
3. The outstanding principal amount of bonds issued or other loans incurred to finance project costs in the district;
4. For the reporting period and for the duration of the district, the amount budgeted under that tax increment financing plan, and the actual amount expended for, at least, the following categories:
 - a. Acquisition of land and buildings through condemnation or purchase;
 - b. Site improvements or preparation costs;
 - c. Installation of public utilities or other public improvements
 - d. Administrative costs, including the allocated cost of the authority;

5. For properties sold to developers, the total cost of the property to the authority
6. The amount of tax exempt obligations, other than those reported under clause (3), that were issued on behalf of private entities for facilities located in the district.

The annual disclosure report is designed to be a two-way medium of information disseminated for both the office of the County Auditor and the City. Should the Auditor want additional activities; such information should be requested prior to submission of the annual disclosure report by the City. Similarly, the City Council may utilize the annual disclosure report as a means for requesting information from the office of the County Auditor. The City must also file the annual report to the Minnesota Commissioner of Revenue as required under Minnesota Statutes, Section 469.175, Subd. 6 (a).

I. Modifications of the Tax Increment Financing District

In accordance with Minnesota Statutes, Section 469.175, Subd. 4, any reduction or enlargement of the geographic area of the Project or tax increment financing district, increase in amount of bonded indebtedness to be incurred, including a determination of capitalized interest on debt of that determination as not part of the original plan, or to increase or decrease the amount of interest on the debt to be capitalized, increase in the portion of the captured tax capacity value to be retained by the HRA, increase in total estimated tax increment expenditures or designation of additional property to be acquired by the HRA shall be approved upon the notice and after the discussion, public hearing and findings required for approval of the original plan. The geographic area of a tax increment financing district may be reduced, but shall not be enlarged after five years following the date of certification of the original gross tax capacity value by the County Auditor. The tax increment financing development district may therefore be expanded until March 1, 2001.

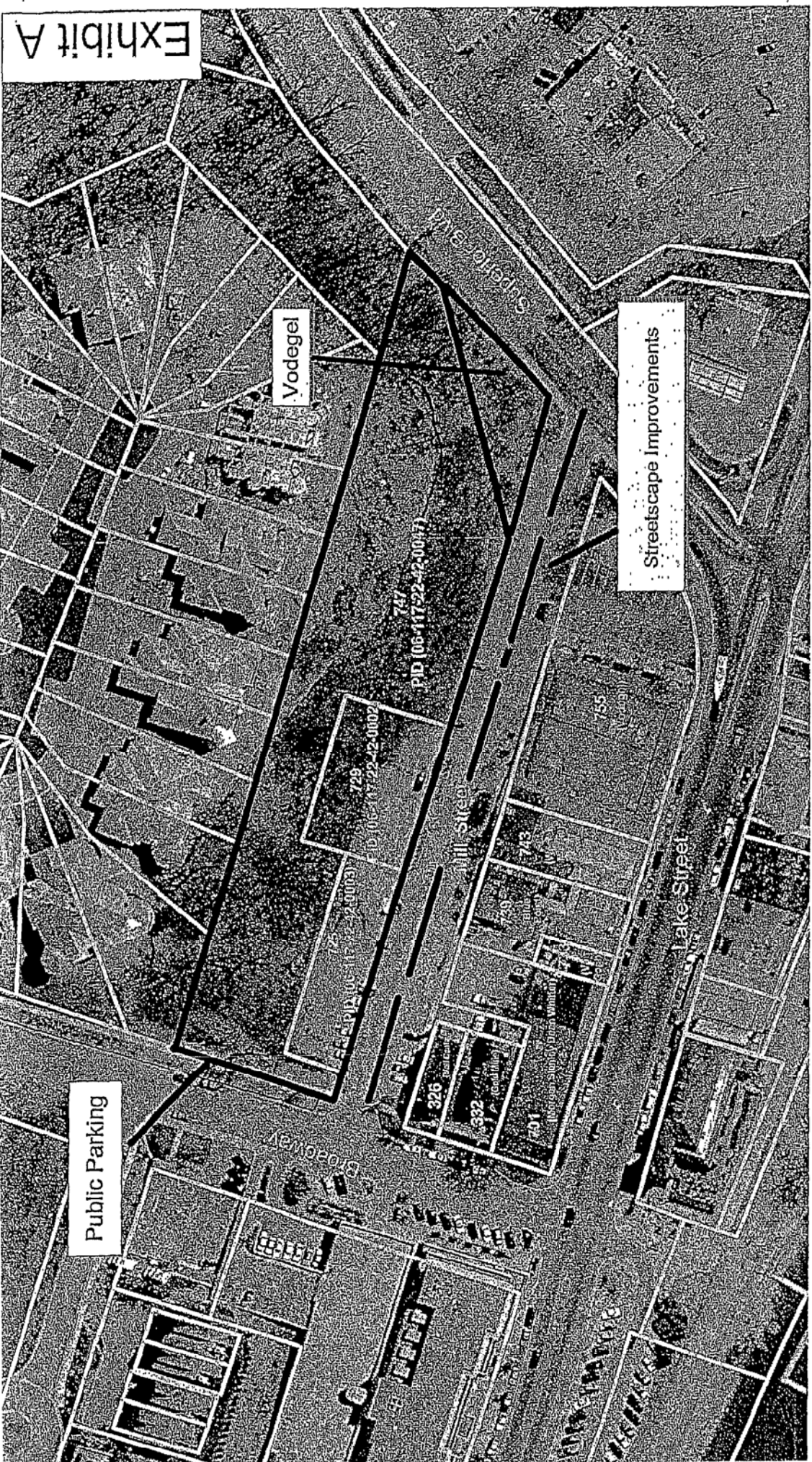
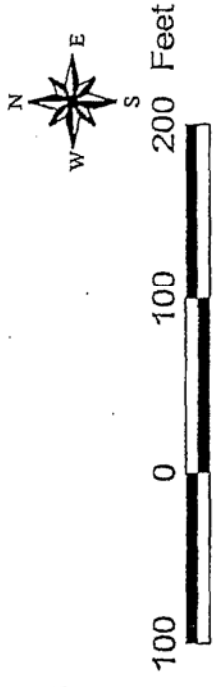


Exhibit A

Public Parking

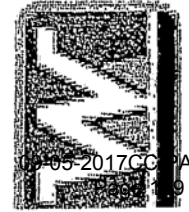
Vodegel

Streetscape Improvements



This is not a legally recorded map. It represents a compilation of information and data from City, County and State Authorities and other sources.

Source:
City of Wayzata
Prepared By:
City of Wayzata



8/Dec/'00

Public Improvements

December 2000

EXHIBIT B

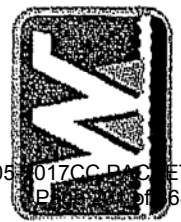
**Parcels Included in Widsten District
Taxes Payable 2000
Tax Increment Financing Plan
Redevelopment TIF District No. 3
City of Wayzata**

<u>Property ID No.</u>	<u>2000 Market Value</u>	<u>2000 Tax Capacity</u>	<u>Base Tax Capacity</u>	<u>Captured Capacity</u>	<u>TIF Increment 118.769</u>
06-117-22-42-0051	\$495,700	\$7,510	\$1,000	\$6,510	\$7,732
06-117-22-42-0052	607,600	9,683	1,000	8,683	10,313
06-117-22-42-0053	655,000	10,314	680	9,634	11,442
06-117-22-42-0054	560,900	8,761	680	8,081	9,598
06-117-22-42-0055	568,500	8,887	1,042	7,845	9,317
06-117-22-42-0056	644,000	10,284	386	9,898	11,756
06-117-22-42-0057	638,500	10,042	386	9,656	11,468
06-117-22-42-0058	681,000	10,743	386	10,357	12,301
06-117-22-42-0059	707,000	11,324	1,564	9,760	11,592
06-117-22-42-0060	777,900	12,493	746	11,747	13,952
06-117-22-42-0061	680,000	10,727	1,064	9,663	11,477
06-117-22-42-0062	748,000	11,849	1,064	10,785	12,809
06-117-22-42-0063	475,900	7,359	874	6,485	7,702
06-117-22-42-0064	400,700	6,118	690	5,428	6,447
06-117-22-42-0065	422,000	6,470	782	5,688	6,756
06-117-22-42-0066	399,000	6,090	782	5,308	6,304
06-117-22-42-0067	424,000	6,503	782	5,721	6,795
06-117-22-42-0068	423,000	6,486	340	6,146	7,300
06-117-22-42-0069	401,200	6,126	690	5,436	6,456
06-117-22-42-0070	377,900	5,742	736	5,006	5,946
06-117-22-42-0071	381,000	5,793	500	5,293	6,286
06-117-22-42-0072	409,000	6,255	500	5,755	6,835
06-117-22-42-0073	455,700	7,026	240	6,786	8,060
06-117-22-42-0074	362,600	5,489	460	5,029	5,973
06-117-22-42-0075	423,200	6,489	552	5,937	7,051
06-117-22-42-0076	468,300	7,385	552	6,833	8,115
06-117-22-42-0077	369,500	5,755	460	5,295	6,289
06-117-22-42-0078	438,500	6,893	460	6,433	7,640
06-117-22-42-0079	<u>532,100</u>	<u>8,286</u>	<u>460</u>	<u>7,826</u>	<u>9,295</u>
	\$14,927,700	\$232,882	\$19,858	\$213,024	\$253,006



Legend

1406 Widsten - District # 3
CARD Project Area



Source:
City of Wayzata
Prepared By:
City of Wayzata

CARD Project Area / District # 3

This is not a legally recorded map. It represents a compilation of information and data from City, County and State Authorities and other sources.

December 2000

City of Wayzata, MN

Projection of Widsten Tax Increment Cashflow

Redevelopment District: 1406

Project: Widsten

First Year Increment: 1995/1996

Last Year Increment: 2018/2019

Certification Date: 18-Dec-95

2.00% Projected Tax Valuation Growth after 2002

G.O. Debt
\$3,195,000

Tax Year Assess Pay	Tax Capacity		Tax Cap.			Project Revenues			Project Expenses				Net Surplus/ (Deficit)	(1) Transfers	Beginning Balance	Ending Balance
	Current	Base	Captured	Rate	TIF \$\$\$\$	Resvd.	TIF \$\$\$	Net TIF \$\$\$	Debt Service	Administ Expense	Other Expense	Total Expenses				
1995 / 1996	\$27,934	\$27,934	\$0	126.796	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0
1996 / 1997	\$30,644	\$27,934	\$2,710	115.365	\$3,126	(\$143)	\$2,983	\$2,983	\$0	\$0	\$16,760	\$16,760	(\$13,777)		\$0	(\$13,777)
1997 / 1998	\$123,801	\$24,676	\$99,125	118.313	\$117,278	(\$292)	\$116,986	\$116,986	\$0	\$0	\$110,652	\$110,652	\$6,334		(\$13,777)	(\$7,443)
1998 / 1999	\$191,105	\$20,425	\$170,680	125.104	\$213,528	\$605	\$214,133	\$214,133	\$3,603	\$3,603	\$52,750	\$56,353	\$157,780		(\$7,443)	\$150,337
1999 / 2000	\$232,882	\$19,858	\$213,024	118.769	\$253,006		\$253,006	\$253,006	\$10,000	\$10,000	\$0	\$10,000	\$243,006		\$150,337	\$393,343
2000 / 2001	\$250,689	\$19,858	\$230,831	118.769	\$274,156		\$274,156	\$274,156	\$375,333	\$10,000	\$0	\$385,333	(\$111,177)		\$393,343	\$282,166
2001 / 2002	\$250,678	\$19,858	\$230,820	118.769	\$274,143		\$274,143	\$274,143	\$305,673	\$10,000	\$0	\$315,673	(\$41,530)		\$282,166	\$240,636
2002 / 2003	\$255,692	\$19,858	\$235,834	118.769	\$280,097		\$280,097	\$280,097	\$308,623	\$10,000	\$0	\$318,623	(\$38,525)		\$240,636	\$202,111
2003 / 2004	\$260,805	\$19,858	\$240,947	118.769	\$286,171		\$286,171	\$286,171	\$305,943	\$10,000	\$0	\$315,943	(\$29,772)		\$202,111	\$172,339
2004 / 2005	\$266,021	\$19,858	\$246,163	118.769	\$292,366		\$292,366	\$292,366	\$307,940	\$10,000	\$0	\$317,940	(\$25,574)		\$172,339	\$146,765
2005 / 2006	\$271,342	\$19,858	\$251,484	118.769	\$298,685		\$298,685	\$298,685	\$309,365	\$10,000	\$0	\$319,365	(\$20,680)		\$146,765	\$126,085
2006 / 2007	\$276,769	\$19,858	\$256,911	118.769	\$305,130		\$305,130	\$305,130	\$310,115	\$10,000	\$0	\$320,115	(\$14,985)		\$126,085	\$111,100
2007 / 2008	\$282,304	\$19,858	\$262,446	118.769	\$311,705		\$311,705	\$311,705	\$310,268	\$10,000	\$0	\$320,268	(\$8,563)		\$111,100	\$102,538
2008 / 2009	\$287,950	\$19,858	\$268,092	118.769	\$318,410		\$318,410	\$318,410	\$309,813	\$10,000	\$0	\$319,813	(\$1,402)		\$102,538	\$101,136
2009 / 2010	\$293,709	\$19,858	\$273,851	118.769	\$325,250		\$325,250	\$325,250	\$308,740	\$10,000	\$0	\$318,740	\$6,510		\$101,136	\$107,646
2010 / 2011	\$299,583	\$19,858	\$279,725	118.769	\$332,227		\$332,227	\$332,227	\$307,040	\$10,000	\$0	\$317,040	\$15,187		\$107,646	\$122,833
2011 / 2012	\$305,575	\$19,858	\$285,717	118.769	\$339,343		\$339,343	\$339,343	\$309,585	\$10,000	\$0	\$319,585	\$19,758		\$122,833	\$142,591
2012 / 2013	\$311,687	\$19,858	\$291,829	118.769	\$346,602		\$346,602	\$346,602	\$306,085	\$10,000	\$0	\$316,085	\$30,517		\$142,591	\$173,108
2013 / 2014	\$317,920	\$19,858	\$298,062	118.769	\$354,006		\$354,006	\$354,006	\$306,785	\$10,000	\$0	\$316,785	\$37,221		\$173,108	\$210,329
2014 / 2015	\$324,279	\$19,858	\$304,421	118.769	\$361,557		\$361,557	\$361,557	\$306,385	\$10,000	\$0	\$316,385	\$45,172		\$210,329	\$255,501
2015 / 2016	\$330,764	\$19,858	\$310,906	118.769	\$369,260		\$369,260	\$369,260	\$0	\$10,000	\$0	\$10,000	\$359,260		\$255,501	\$614,762
2016 / 2017	\$337,380	\$19,858	\$317,522	118.769	\$377,117		\$377,117	\$377,117	\$0	\$10,000	\$0	\$10,000	\$367,117		\$614,762	\$981,879
2017 / 2018	\$344,127	\$19,858	\$324,269	118.769	\$385,131		\$385,131	\$385,131	\$0	\$10,000	\$0	\$10,000	\$375,131		\$981,879	\$1,357,010
2018 / 2019	\$351,010	\$19,858	\$331,152	118.769	\$393,306		\$393,306	\$393,306	\$0	\$10,000	\$0	\$10,000	\$383,306		\$1,357,010	\$1,740,316
2019 / 2020																

12/20/2000

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TIF Plan Attachments

Page 1 of 1

Prepared by Public Financial Management, Inc.

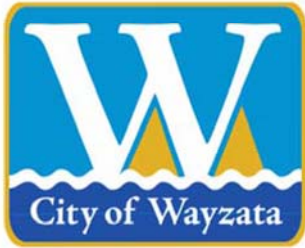
EXHIBIT E

Impact on Taxing Jurisdictions Tax Increment Financing Plan Redevelopment TIF District No. 3 City of Wayzata

<u>Jurisdiction</u>	<u>1999-2000 Total Tax Capacity Valuation</u>	<u>2000 Increased * Tax Capacity</u>	<u>% of Total</u>	<u>% of Total Tax Capacity Available for Normal Growth</u>
City of Wayzata	8,734,826	213,024	2.44%	97.56%
School District #284	80,469,906	213,024	0.26%	99.74%
Hennepin County	975,464,453	213,024	0.02%	99.98%
* Frozen tax capacity		19,858		

ESTIMATED TAX CAPACITY RATE IMPACT \$253,006 ANNUAL TAX INCREMENT

<u>Jurisdiction</u>	<u>1999-2000 Total Tax Capacity Rates</u>	<u>% of Total</u>	<u>Distribution of Tax Increment</u>	<u>Tax Capacity Impact of TIF</u>
City of Wayzata	20.973	17.65%	44,656	0.0051
School District #284	49.190	41.42%	104,795	0.0013
Hennepin County	39.655	33.39%	84,479	0.0001
Special Districts	<u>8.951</u> 118.769	<u>7.54%</u> 100.00%	<u>19,077</u> 253,006	



City of Wayzata City Council Agenda Report

MEETING DATE: September 5, 2017	AGENDA ITEM: 9a
TITLE: Consider Approval of JW Anderson Memorial Concept Design and Authorization of Staff to Solicit Bids	
PROPOSED MOTION: To Approve the JW Anderson Memorial Concept Design and Authorize Staff to Solicit Bids	
PREPARED BY: Jeffrey Dahl, City Manager	
REVIEWED BY: N/A	

ACTION REQUESTED:

Staff and the Sgt. JW Anderson Memorial Committee recommend approving the attached conceptual memorial design and authorizing staff to solicit bids for the construction of the project.

FINANCIAL OR BUDGET CONSIDERATION:

This May, the City Council allocated \$50,000 of the 2016 excess fund transfers to be allocated for the cost of the memorial. It is expected that the approximate cost of the memorial as conceptualized in the attachment should be around \$50,000 (\$45,000 for memorial pieces and \$5,000 for landscaping and electric).

BACKGROUND:

Last summer, the City Council discussed the current state of the Sgt. JW Anderson Memorial at the lower entrance to City Hall/main entrance to the Police Department. There was consensus that the location should be changed in order to be more visible and accessible to the broader community within the City Hall campus.

At its August 16, 2016 meeting, the City appointed the following members to the JW Anderson Memorial Committee.

- Johanna McCarthy, Council Member
- Jeffrey Dahl, City Manager
- Dave Dudinsky, Public Works Director
- Michael Risvold, Police Chief
- Tim McCarthy, Police Officer
- Gayle Wilson, Resident
- Sarah Showalter, Parks and Trails Board/Lake Effect Conservancy Board Member

The City's Prosecuting Attorney Jeff Lambert has provided insight on the committee as well.

Over the past six months, committee members have met on several occasions to discuss scale and location of a new memorial. A meeting was also arranged with noted memorial designer, Jim Cota.

Ultimately, the committee agreed that the attached concept is scaled appropriately and the prospective location, about 10 feet to the east of the Community Room at City Hall, would meet the objectives of the City Council. In addition, the expected cost of the new memorial should be within the City's \$50,000 budget.

Upon soliciting bids for the construction of the memorial, staff will make a recommendation to award the bid and move forward with construction at a subsequent meeting with the goal of an ultimate completion date in 2018---either in May for National Peace Officers Day or August 31, 2018, the anniversary of Sgt. JW Anderson's death.

ATTACHMENTS:

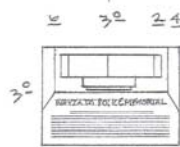
1. JW Anderson Memorial Concept #4, by Jim Cota Design
2. JW Anderson Memorial Concept #4 Narrative, by Jim Cota Design



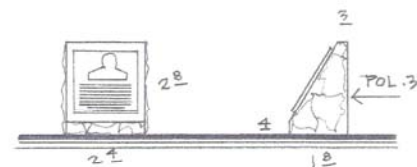
WAYZATA POLICE MEMORIAL

Wayzata, MN

FEATURE W/ WAYZATA POLICE BADGE, TITLE, DEDICATION VERSE & "THIN BLUE LINE". HISTORY TEXT OR DONOR NAMES AT REAR (OPTIONAL).

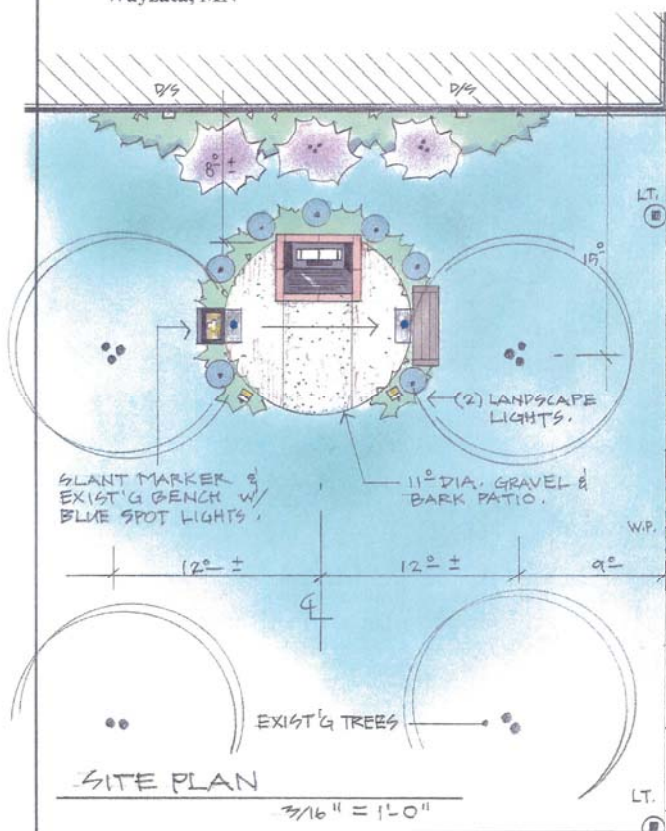


PLAN



SLANT MARKER W/ 22" X 21" & 12" X 17" (WPD) BRONZE PLAQUES.

CONCEPT # 4



SITE PLAN

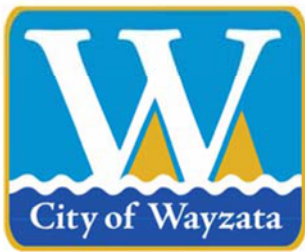
3/16" = 1'-0"

James M. Cota
James M. Cota Design

PROPOSED Wayzata Police Memorial DESIGN:

CONCEPT #4

- Feature, Marker and Bench are located at the end of the tree boulevard, nearest building
- Feature and patio can be highlighted with landscape, spot or LED lights
- 7'0" high Feature has white and black (polish, sanded, rock pitch) granites
- 11'0" Patio has a gravel, bark or a combination of the two, surface
- "Thin Blue Line" carved and blue Lithco paint added
- "Wayzata Police Memorial" title and dedication verse added to the black granite (polish, rock pitch) front slant base
- "Wayzata Police Department" history or donor names (optional) at the rear white (polish) granite tablet
- Wood bench additions to the area, same as existing
- Slant marker with black (polish, rock pitch) granite and bronze Memorial plaque
- Bronze "Wayzata Police Department" badge at front
- Slant marker with black (thermal) front paver and (optional) "blue" spot light
- A large "wreath" can be added below the bronze WPD badge for special occasions



City of Wayzata City Council Agenda Report

MEETING DATE: September 5, 2017	AGENDA ITEM: 9b
TITLE: Approval of Preliminary 2018 General Fund Budget and Tax Levy	
PROPOSED MOTION: To Approve Resolution 32-2017; Certifying to the County Auditor the Preliminary Property Tax Levy for Taxes Payable 2018	
PREPARED BY: Kathy Ovshak, Senior Accountant	
REVIEWED BY: Jeffrey Dahl, City Manager	

ACTION REQUESTED:

Staff recommends approval of the attached Preliminary 2018 Budget and Tax Levy.

FINANCIAL OR BUDGET CONSIDERATION:

The 2018 General Fund Budget as presented assumes a 5.66 percent increase in expenditures with a 1.74 percent General Fund Tax Levy increase. Overall, the levy will increase by 1.55 percent when debt levy requirements are considered. Please see the attached memo from Steve McDonald, Contracted Finance Director, for both a summary of the budget as well as the line item details. At the meeting, Mr. McDonald will be going over a power point presentation that summarizes the attached information.

BACKGROUND:

Staff presented a Preliminary 2018 General Fund Budget to Council during a work session on August 2, 2017. With direction from the Council, adjustments were made to achieve a Preliminary General Fund levy that was under 2 percent.

ATTACHMENTS:

1. Memo from Steve McDonald, Contracted Finance Director from AEM Financial Solutions
2. Resolution 32-2017 Certifying to the County Auditor the Preliminary Property Tax Levy Payable for 2018
3. 2018 General Fund Budget



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

Mayor:
Ken Willcox
City Council:
Dan Koch
Johanna McCarthy
Alex Plechash
Steven Tyacke
City Manager:
Jeff Dahl

Date: August 22, 2017
To: Mayor Willcox and Councilmembers
From: Jeff Dahl, City Manager
Steve McDonald, Contracted Finance Director
Subject: 2018 General Fund Budget

Introduction

Enclosed is the 2018 preliminary general fund budget as revised by City Staff following the August 2, 2017 Council Budget Work Session. Adjustments made to the proposed budget from that meeting are:

Revenue	1st workshop		Current		Change
Taxes	\$	4,253,695	\$	4,227,429	\$ (26,266)
Expenditure	1st workshop		Current		Change
Mayor and council	\$	46,836	\$	47,336	\$ 500
Administrative and finance		755,217		748,331	(6,886)
Planning and zoning		157,838		158,462	624
General government buildings		294,830		283,315	(11,515)
Police protection		1,761,820		1,755,172	(6,648)
Building inspections		236,016		234,906	(1,110)
Streets		554,670		553,358	(1,312)
Engineering		211,254		212,105	851
Parks, recreation and forestry		622,521		621,694	(827)

A preliminary budget and tax levy must be approved and certified with the County by September 30, 2017. The development of the annual budget, to which the general fund is foundational, is a comprehensive process that includes the Mayor and Council, Staff input, budget work sessions, and ultimately the preparation of a final budget document to be approved by City Council in December. A goal of the General Fund is to continue the implementation of Council goals identified in the strategic plan while minimizing the tax levy increase. The General Fund budget, as presented, assumes a 5.66% increase in expenditures but a 1.74% general fund tax levy increase and an overall 1.55% levy increase. The major factors related to the expenditure increase are described later in the memo.

Levy Limits

At this time there are no levy limits for 2018.

Tax Levy Summary

Overall, the tax levy includes levies for general operations, City infrastructure, and debt service. The levy includes an overall 1.55 percent increase from 2017. The 2017 budgeted and 2018 proposed tax levies are listed below:

	2017	2018 Prelim	Increase (Decrease)	% change
General	\$ 4,155,216	\$ 4,227,429	\$ 72,213	1.74%
City infrastructure	210,000	210,000	-	0.00%
Bonds				
G.O. Street Reconstruction Bonds, Series 2009B (Ferndale)	33,240	32,453	(787)	-2.37%
2012 Refunding (2004A Big Woods)	213,728	213,780	52	0.02%
Total City tax levy	<u>\$ 4,612,184</u>	<u>\$ 4,683,662</u>	<u>\$ 71,478</u>	<u>1.55%</u>

Summary of the City's Tax Capacity

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

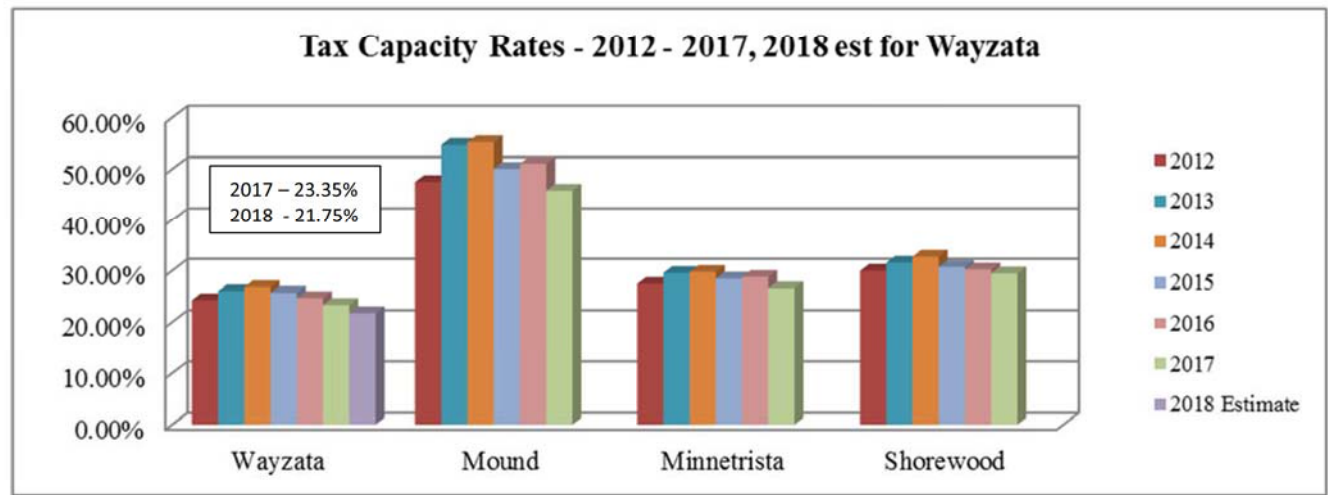
	2016 Pay	2017	2017 Pay	2018	% Change (Wayzata)	% Change (Suburban Hennepin)
Commercial	\$	6,453,496	\$	7,042,390	9.13%	4.68%
Industrial		346,346		35,630	-89.71%	4.01%
Apartment		1,856,416		1,998,832	7.67%	12.94%
Residential		14,709,462		16,405,383	11.53%	7.19%
Other		26,160		26,400	0.92%	0.87%
Total	\$	23,391,880	\$	25,508,635	9.05%	6.71%

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

Tax Capacity by Type

	Wayzata	Mound	Minnetrista	Shorewood
Commercial	\$ 7,042,390	\$ 692,495	\$ 98,229	\$ 747,693
Industrial	35,630	164,410	48,525	202,120
Apartment	1,998,832	306,566	-	43,801
Residential	16,405,383	11,374,619	16,082,163	17,596,970
Other	26,400	11,685	507,555	22,350
Total	\$ 25,508,635	\$ 12,549,775	\$ 16,736,472	\$ 18,612,934

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

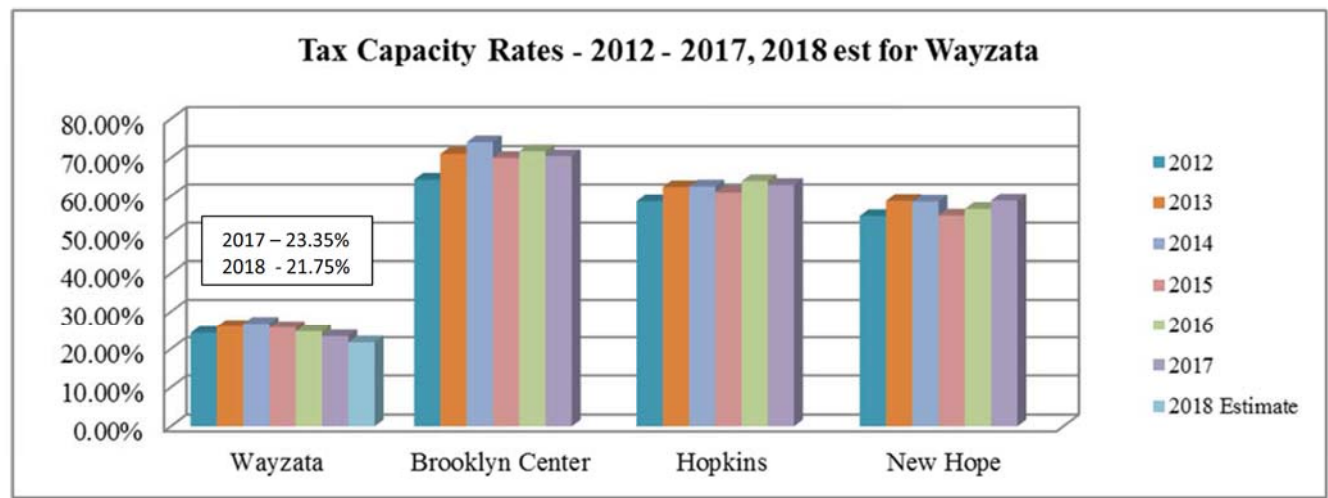


If we focus outside the immediate area, the composition of tax capacity is comparable to Brooklyn Center, Hopkins, and New Hope. Those cities have populations at least three times Wayzata's.

Tax Capacity by Type

	Wayzata	Brooklyn Center	Hopkins	New Hope
Commercial	\$ 7,042,390	\$ 6,325,202	\$ 6,125,546	\$ 1,847,973
Industrial	35,630	2,570,020	3,802,918	5,743,620
Apartment	1,998,832	2,831,228	4,889,908	3,384,049
Residential	16,405,383	11,899,031	9,494,411	10,160,982
Other	26,400	7,035	24,645	-
Total	\$ 25,508,635	\$ 23,632,516	\$ 24,337,428	\$ 21,136,624

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



Staffing

Data related to the number of full time equivalent positions is noted below:

Summary of FTES by Department	2013	2014	2015	2016	2017	2018
Council	5.00	5.00	5.00	5.00	5.00	5.00
Administration	4.60	4.60	5.60	4.60	5.10	5.60
Streets	5.03	5.03	5.03	5.10	4.90	4.90
Parks	4.96	5.96	5.96	7.00	6.60	6.60
Engineering	1.00	1.00	2.00	1.85	1.85	1.85
Building inspection	2.58	2.58	2.58	2.58	2.50	2.50
Planning	1.00	1.00	1.00	1.00	1.35	1.50
Assessing	-	-	-	-	-	-
Police	13.00	13.60	13.60	14.35	15.00	16.00
Subtotal governmental	37.17	38.77	40.77	41.48	42.30	43.95
Water	2.86	2.86	2.86	2.95	2.95	2.95
Sewer	2.86	2.86	2.86	2.95	2.95	2.95
Storm	0.34	0.34	0.34	0.40	0.40	0.40
Motor Vehicle	2.00	4.75	4.75	5.00	5.00	6.00
Liquor operations	31.41	31.41	31.41	35.00	35.00	35.00
Recycling	-	-	-	-	-	-
Subtotal enterprise	39.47	42.22	42.22	46.30	46.30	47.30
Total	76.64	80.99	82.99	87.78	88.60	91.25
Wage COLA	1.50%	2.00%	2.00%	2.00%	2.50%	2.75%

Summary of Changes

- Administration and Planning added a full time administrative assistant
- Governmental buildings increased due to a part time maintenance person
- Police increased due to a records clerk position and an additional ½ time CSO

General Fund Budget Summary

Below are the actual revenues and expenditures for 2015 and 2016, 2017 budget, and 2018 as proposed with comparative figures for 2017 and 2018 budget amounts.

	Actual		Budget			Percent
	2015	2016	2017	2018	Increase / Decrease From PY	Change
REVENUES						
Taxes	3,858,556	4,128,510	4,155,216	4,227,429	72,213	1.74%
Franchise fees	81,215	83,443	82,000	82,000	-	0.00%
Licenses and permits	657,955	769,641	438,375	506,250	67,875	15.48%
Intergovernmental	193,931	200,025	189,600	198,700	9,100	4.80%
Charges for services	857,988	881,184	737,213	708,750	(28,463)	-3.86%
Fines and forfeitures	89,360	77,268	75,500	80,500	5,000	6.62%
Interest	24,559	14,701	25,000	20,000	(5,000)	-20.00%
Miscellaneous	10,266	46,191	5,000	2,000	(3,000)	-60.00%
Transfers in	125,000	150,000	170,000	385,000	215,000	126.47%
TOTAL REVENUES	5,898,830	6,350,962	5,877,904	6,210,629	332,725	5.66%
	Actual		Budget			Percent
	2015	2016	2017	2018	Increase / Decrease From PY	Change
EXPENDITURES						
Mayor and council	\$ 46,946	\$ 50,382	\$ 47,336	\$ 47,336	-	0.00%
Administrative and finance	1,487,664	695,479	708,442	748,331	39,889	5.63%
Assessing	56,442	61,053	62,900	66,000	3,100	4.93%
Planning and zoning	148,662	123,957	142,073	158,462	16,389	11.54%
General government buildings	183,279	176,433	235,100	283,315	48,215	20.51%
Police protection	1,571,060	1,617,896	1,647,883	1,755,172	107,289	6.51%
Fire protection	476,609	299,145	345,560	349,575	4,015	1.16%
Building inspections	249,733	247,126	236,729	234,906	(1,823)	-0.77%
Emergency management	5,186	527	5,350	5,350	-	0.00%
Health inspections	30,877	33,418	32,000	33,000	1,000	3.13%
Streets	711,220	520,616	546,512	553,358	6,846	1.25%
Street lighting	70,086	74,273	78,000	87,500	9,500	12.18%
Engineering	175,771	187,803	200,762	212,105	11,343	5.65%
Parks, recreation and forestry	481,357	469,518	597,783	621,694	23,911	4.00%
Unallocated	170,215	866,407	991,474	1,054,525	63,051	6.36%
TOTAL EXPENDITURES	5,865,107	5,424,033	5,877,904	6,210,629	332,725	5.66%
Excess (Deficient) Revenue	\$33,723	\$926,929	\$ -	\$ -	\$ -	

Revenue changes:

- Licenses and permits increased due to 2 new liquor licenses totaling \$20,000, and other building permit charges adjusted to reflect anticipated activity.
- Charges for services decreased due to project inspection revenue adjustments related to less engineer staffing. This open position limits the opportunity to generate revenue for project inspections.
- Transfers were increased to reflect capturing the projected profit in enterprise funds. This is based on historical trends and anticipated 2018 budget results.

Expenditure changes:

- Administrative and finance increased due to the hire of a full time administrative assistant in 2016 that was not anticipated in the 2017 budget. Other increases were for expanding the wellness program to \$8,000 and \$3,500 for the purchase of a postage machine.
- Planning and zoning increase is due to its allocation of the administrative assistant noted above.
- General government buildings increased due to the addition of a part time building maintenance person.
- Police increased due to the hire of a full time records clerk. This hire does reduce the budget for part time salaries but results in an overall increase. Additionally, a ½ time CSO was added.
- Street lighting increased due to signal maintenance.
- Unallocated increased mainly due to the capital transfers.
- Wage adjustments include a pay grade market adjustment to 11 positions as well as a 2.75% COLA

Fee schedule

The Council will also be considering increases in the fee schedule. Each year the Staff considers amounts charged in other cities for similar services. The results of operations in the water and sewer enterprise funds have generated negative cash flow over the past few years. Staff will be working on a rate study over the next few months to assess if more significant changes are needed in structure or in rate changes but staff is recommending 5% increases across the board in the interim.

RESOLUTION NO. 32-2017
RESOLUTION CERTIFYING TO THE COUNTY AUDITOR
THE PRELIMINARY PROPERTY TAX LEVY PAYABLE FOR 2018

WHEREAS, State Statutes require that the preliminary tax levy requirements to meet the annual budget be certified to the County Auditor by September 30, 2017;

NOW, THEREFORE, BE IT RESOLVED by the City Council of Wayzata, Minnesota, that the following preliminary tax levy requirements be and they hereby are adopted for the year payable 2018.

BE IT FURTHER RESOLVED that the Auditor of Hennepin County is hereby authorized to cancel all other levies previously scheduled to be collected in 2018 due to an accumulation of sufficient reserves in each fund:

Description		2017	2018
General Fund Levy		\$ 4,155,216	\$ 4,227,429
	City Infrastructure	210,000	210,000
Total Levy		\$ 4,365,216	\$ 4,437,429
Debt Levy	Levy for Street bonding (Ferndale)	\$ 33,240	\$ 32,453
MV Levy	Big Woods bonding debt service	\$ 213,728	\$ 213,780

BE IT FURTHER RESOLVED that the City Manager is hereby directed to forward a certified copy of this Resolution to the Auditor of Hennepin County.

Adopted by the Wayzata City Council this 5th day of September, 2017.

ATTEST:

Mayor Ken Willcox

City Manager Jeffrey Dahl

CERTIFICATION:

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution:

I, hereby certify that the attached and foregoing Resolution is a true and correct copy of the Resolution duly adopted by the City Council of the City of Wayzata, Minnesota, at a duly authorized meeting held on September 5, 2017.

City Clerk Becky Malone

SEAL

CITY OF WAYZATA
2018 General Fund Budget Summary

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Dept Descr	2016 Amount	2017 Budget	2018 Budget
Act Type R Revenue			
All Departments	\$5,679,796.02	\$5,209,641.00	\$5,540,679.00
Police	\$545,536.52	\$540,550.00	\$557,700.00
Fire	\$125,629.04	\$127,713.00	\$112,250.00
Act Type R Revenue	\$6,350,961.58	\$5,877,904.00	\$6,210,629.00
Act Type E Expenditure			
Mayor and Council	-\$50,382.08	-\$47,336.00	-\$47,336.00
Administration & Finance	-\$695,479.45	-\$708,442.00	-\$748,331.00
Assessing	-\$61,052.57	-\$62,900.00	-\$66,000.00
Planning and Zoning	-\$123,956.95	-\$142,073.00	-\$158,462.00
Building Operations & Maint.	-\$176,433.36	-\$235,100.00	-\$283,315.00
Police	-\$1,570,637.47	-\$1,595,883.00	-\$1,704,172.00
Crime Control and Investigate	-\$47,258.75	-\$52,000.00	-\$51,000.00
Fire	-\$299,144.62	-\$345,560.00	-\$349,575.00
Building Inspection	-\$247,126.21	-\$236,729.00	-\$234,906.00
Emergency Management	-\$527.16	-\$5,350.00	-\$5,350.00
Streets	-\$520,615.92	-\$546,512.00	-\$553,358.00
Health Inspections	-\$33,418.00	-\$32,000.00	-\$33,000.00
Engineering	-\$187,803.12	-\$200,762.00	-\$212,105.00
Parks	-\$469,517.67	-\$597,783.00	-\$621,694.00
Boulevard Maint. And lighting	-\$74,272.57	-\$78,000.00	-\$87,500.00
Unallocated Expenditures	-\$1,495,406.90	-\$991,474.00	-\$1,054,525.00
Act Type E Expenditure	-\$6,053,032.80	-\$5,877,904.00	-\$6,210,629.00
	\$297,928.78	\$0.00	\$0.00

CITY OF WAYZATA 2018 REVENUE BUDGET

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Account Descr	2016 Amt	2017 Budget	2018 Budget	Budget Change from PY
FUND 101 GENERAL FUND				
R 101-00000-31010 Property Taxes	\$4,128,509.87	\$4,155,216.00	\$4,227,429.00	\$72,213.00
R 101-00000-32110 Alcoholic Beverages	\$96,588.00	\$100,000.00	\$120,000.00	\$20,000.00
R 101-00000-32120 Health	\$58,530.50	\$36,000.00	\$39,000.00	\$3,000.00
R 101-00000-32140 Cigarette License	\$378.00	\$375.00	\$500.00	\$125.00
R 101-00000-32160 Trade License	\$6,059.00	\$5,000.00	\$5,500.00	\$500.00
R 101-00000-32180 Rental License	\$20,111.00	\$20,000.00	\$25,000.00	\$5,000.00
R 101-00000-32190 Misc License	\$9,767.00	\$5,000.00	\$9,250.00	\$4,250.00
R 101-00000-32210 Building Permits	\$416,970.04	\$190,000.00	\$200,000.00	\$10,000.00
R 101-00000-32222 Heating Permits	\$74,994.87	\$33,000.00	\$40,000.00	\$7,000.00
R 101-00000-32230 Plumbing Permits	\$50,633.18	\$22,000.00	\$35,000.00	\$13,000.00
R 101-00000-32290 Misc Permits	\$32,919.00	\$25,000.00	\$30,000.00	\$5,000.00
R 101-00000-33422 Misc State Aid Grants	\$9,801.00	\$12,000.00	\$10,000.00	-\$2,000.00
R 101-00000-34104 Plan Check Fee	\$235,264.51	\$105,000.00	\$90,000.00	-\$15,000.00
R 101-00000-34105 Copies	\$109.41	\$50.00	\$0.00	-\$50.00
R 101-00000-34106 Project Inspection	\$156,129.00	\$155,000.00	\$140,000.00	-\$15,000.00
R 101-00000-34110 Planning Charges	\$11,558.00	\$12,000.00	\$25,000.00	\$13,000.00
R 101-00000-34190 Charges for Services/Gen Go	\$21,059.75	\$20,000.00	\$25,000.00	\$5,000.00
R 101-00000-34942 Grave Openings	\$11,896.00	\$5,000.00	\$2,000.00	-\$3,000.00
R 101-00000-36210 Interest Earnings	\$14,700.89	\$25,000.00	\$20,000.00	-\$5,000.00
R 101-00000-36211 Blvd. Lights & Maint.	\$83,442.91	\$82,000.00	\$82,000.00	\$0.00
R 101-00000-36221 Library Rent	\$14,812.45	\$16,700.00	\$17,500.00	\$800.00
R 101-00000-36222 Depot Rent	\$10,417.56	\$10,300.00	\$10,500.00	\$200.00
R 101-00000-39101 Sales of General Fixed Asset	\$18,953.45	\$0.00	\$0.00	\$0.00
R 101-00000-39200 Interfund Operating Transfer	\$150,000.00	\$170,000.00	\$385,000.00	\$215,000.00
R 101-00000-39400 Misc.Revenues	\$46,190.63	\$5,000.00	\$2,000.00	-\$3,000.00
R 101-42100-32240 Animal Licenses	\$2,690.00	\$2,000.00	\$2,000.00	\$0.00
R 101-42100-33416 Police Training Reimburseme	\$7,090.19	\$11,000.00	\$7,100.00	-\$3,900.00
R 101-42100-33421 Insurance Premium Tax-Poli	\$99,225.68	\$90,000.00	\$95,000.00	\$5,000.00
R 101-42100-33422 Misc State Aid Grants	\$8,831.88	\$8,600.00	\$8,600.00	\$0.00
R 101-42100-33620 Other County Grants/Aid	\$0.00	\$0.00	\$0.00	\$0.00
R 101-42100-34108 Admin Charges to Other Fun	\$39,858.00	\$50,000.00	\$52,000.00	\$2,000.00
R 101-42100-34109 Police Charges for Services	\$22,884.40	\$15,000.00	\$18,000.00	\$3,000.00
R 101-42100-34211 Accidents Reports	\$88.25	\$100.00	\$100.00	\$0.00
R 101-42100-34212 Fingerprinting	\$1,110.00	\$1,200.00	\$1,200.00	\$0.00
R 101-42100-34213 Impound Fees	\$452.00	\$150.00	\$500.00	\$350.00
R 101-42100-34214 Alarm Charges	\$1,038.00	\$2,000.00	\$2,000.00	\$0.00
R 101-42100-34998 Police Services - Long Lake	\$285,000.00	\$285,000.00	\$290,700.00	\$5,700.00
R 101-42100-35101 Court Fines	\$76,768.12	\$75,000.00	\$80,000.00	\$5,000.00
R 101-42100-35106 Misc Fines	\$500.00	\$500.00	\$500.00	\$0.00
R 101-42200-33420 Insurance Premium Tax-Fire	\$70,435.84	\$65,000.00	\$68,000.00	\$3,000.00
R 101-42200-33422 Misc State Aid Grants	\$4,640.20	\$3,000.00	\$10,000.00	\$7,000.00
R 101-42200-34201 Fire Contracts	\$50,553.00	\$59,713.00	\$34,250.00	-\$25,463.00
R 101-42200-34203 Fire Misc.	\$0.00	\$0.00	\$0.00	\$0.00
FUND 101 GENERAL FUND	\$6,350,961.58	\$5,877,904.00	\$6,210,629.00	\$332,725.00
	\$6,350,961.58	\$5,877,904.00	\$6,210,629.00	\$332,725.00

CITY OF WAYZATA
2018 Budget

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Account Descr	2016 Amt	2017 Budget	2018 Budget	%Diff from Cur Yr 2017
FUND 101 GENERAL FUND				
Dept 41100 Mayor and Council				
E 101-41100-103 Part-Time Employees	\$24,000.00	\$24,000.00	\$24,000.00	0.00%
E 101-41100-122 FICA	\$1,835.96	\$1,836.00	\$1,836.00	0.00%
E 101-41100-210 Operating Supplies (GENERAL)	\$212.40	\$200.00	\$200.00	0.00%
E 101-41100-302 Consultants	\$11,923.61	\$12,000.00	\$11,000.00	-8.33%
E 101-41100-331 Mileage & Expense Account	\$2,604.06	\$1,800.00	\$1,800.00	0.00%
E 101-41100-433 Dues, Licensing & Seminars	\$590.00	\$1,000.00	\$1,000.00	0.00%
E 101-41100-493 Volunteer program	\$5,110.30	\$6,000.00	\$7,000.00	16.67%
E 101-41100-499 Miscellaneous	\$4,105.75	\$500.00	\$500.00	0.00%
Dept 41100 Mayor and Council	\$50,382.08	\$47,336.00	\$47,336.00	0.00%

Account Descr	2016 Amt	2017 Budget	2018 Budget	%Diff from Cur Yr 2017
Dept 41500 Administration & Finance				
E 101-41500-101 Full-Time Employees Regular	\$254,448.94	\$318,347.00	\$342,118.00	7.47%
E 101-41500-102 Overtime	\$3,067.82	\$0.00	\$0.00	0.00%
E 101-41500-103 Part-Time Employees	\$19,629.90	\$21,438.00	\$20,100.00	-6.24%
E 101-41500-121 PERA	\$20,584.57	\$25,008.00	\$26,100.00	4.37%
E 101-41500-122 FICA	\$20,639.38	\$26,484.00	\$27,326.00	3.18%
E 101-41500-130 Employer Paid Ins	\$36,470.85	\$45,065.00	\$48,487.00	7.59%
E 101-41500-200 Office Supplies (GENERAL)	\$16,134.67	\$12,400.00	\$12,000.00	-3.23%
E 101-41500-301 Auditing and Acct g Services	\$60,867.51	\$63,000.00	\$65,000.00	3.17%
E 101-41500-302 Consultants	\$48,864.88	\$20,000.00	\$20,000.00	0.00%
E 101-41500-304 Legal Fees	\$123,418.88	\$80,000.00	\$85,000.00	6.25%
E 101-41500-306 Personnel Expense	\$3,867.97	\$8,000.00	\$10,000.00	25.00%
E 101-41500-311 Data Processing	\$34,440.00	\$38,000.00	\$40,000.00	5.26%
E 101-41500-324 Internet/Web Page	\$995.00	\$2,200.00	\$2,200.00	0.00%
E 101-41500-331 Mileage & Expense Account	\$5,180.48	\$3,500.00	\$3,500.00	0.00%
E 101-41500-350 Printing & Publishing	\$5,455.03	\$5,000.00	\$5,000.00	0.00%
E 101-41500-404 Repairs/Maint - Machin/Equip	\$5,003.34	\$8,000.00	\$6,000.00	-25.00%
E 101-41500-433 Dues, Licensing & Seminars	\$27,195.26	\$20,000.00	\$20,000.00	0.00%
E 101-41500-497 Credit Card Fees	\$5,420.06	\$5,000.00	\$5,000.00	0.00%
E 101-41500-499 Miscellaneous	\$3,794.91	\$6,000.00	\$6,000.00	0.00%
E 101-41500-540 Equipment	\$0.00	\$1,000.00	\$4,500.00	350.00%
E 101-41500-720 Operating Transfers - Equip.	\$0.00	\$0.00	\$0.00	0.00%
E 101-41500-721 Operating Transfers - Building	\$0.00	\$0.00	\$0.00	0.00%
Dept 41500 Administration & Finance	\$695,479.45	\$708,442.00	\$748,331.00	5.63%

Account Descr	2016 Amt	2017 Budget	2018 Budget	%Diff from Cur Yr 2017
Dept 41550 Assessing				
E 101-41550-210 Operating Supplies (GENERAL)	\$339.26	\$500.00	\$1,000.00	100.00%
E 101-41550-302 Consultants	\$60,713.31	\$62,400.00	\$65,000.00	4.17%
Dept 41550 Assessing	\$61,052.57	\$62,900.00	\$66,000.00	4.93%

Account Descr	2016 Amt	2017 Budget	2018 Budget	%Diff from Cur Yr 2017
Dept 41910 Planning and Zoning				
E 101-41910-101 Full-Time Employees Regular	\$89,771.09	\$101,178.00	\$111,834.00	10.53%
E 101-41910-121 PERA	\$6,732.82	\$7,588.00	\$8,388.00	10.54%
E 101-41910-122 FICA	\$6,764.66	\$7,740.00	\$8,555.00	10.53%
E 101-41910-130 Employer Paid Ins	\$10,413.90	\$12,567.00	\$13,685.00	8.90%
E 101-41910-210 Operating Supplies (GENERAL)	\$110.61	\$0.00	\$0.00	0.00%
E 101-41910-302 Consultants	\$4,024.50	\$5,000.00	\$8,000.00	60.00%
E 101-41910-309 Contractual Services	\$0.00	\$0.00	\$0.00	0.00%
E 101-41910-331 Mileage & Expense Account	\$157.22	\$500.00	\$500.00	0.00%
E 101-41910-433 Dues, Licensing & Seminars	\$3,157.85	\$4,000.00	\$4,000.00	0.00%
E 101-41910-492 HPB	\$2,824.30	\$3,500.00	\$3,500.00	0.00%
E 101-41910-499 Miscellaneous	\$0.00	\$0.00	\$0.00	0.00%
Dept 41910 Planning and Zoning	\$123,956.95	\$142,073.00	\$158,462.00	11.54%

Account Descr	2016 Amt	2017 Budget	2018 Budget	%Diff from Cur Yr 2017
Dept 41940 Building Operations & Maint.				
E 101-41940-101 Full-Time Employees Regular	\$0.00	\$0.00	\$30,000.00	0.00%
E 101-41940-121 PERA	\$0.00	\$0.00	\$2,250.00	0.00%
E 101-41940-122 FICA	\$0.00	\$0.00	\$2,295.00	0.00%
E 101-41940-130 Employer Paid Ins	\$0.00	\$0.00	\$5,070.00	0.00%
E 101-41940-210 Operating Supplies (GENERAL)	\$5,563.98	\$4,000.00	\$5,300.00	32.50%
E 101-41940-309 Contractual Services	\$4,731.40	\$7,000.00	\$7,000.00	0.00%
E 101-41940-321 Telephone	\$22,157.66	\$25,000.00	\$29,000.00	16.00%
E 101-41940-381 Electric Utilities	\$51,605.81	\$52,500.00	\$54,000.00	2.86%
E 101-41940-383 Fuel, oil and natural gas	\$14,111.58	\$33,600.00	\$25,000.00	-25.60%
E 101-41940-386 Other Utilities	\$803.52	\$5,000.00	\$5,000.00	0.00%
E 101-41940-401 Repairs/Maint Buildings	\$27,749.08	\$50,000.00	\$58,400.00	16.80%
E 101-41940-404 Repairs/Maint - Machin/Equip	\$12,029.52	\$25,000.00	\$25,000.00	0.00%
E 101-41940-409 Maint services & Improv	\$29,384.09	\$32,000.00	\$32,000.00	0.00%
E 101-41940-499 Miscellaneous	\$8,296.72	\$1,000.00	\$3,000.00	200.00%
E 101-41940-721 Operating Transfers - Building	\$0.00	\$0.00	\$0.00	0.00%
Dept 41940 Building Operations & Maint.	\$176,433.36	\$235,100.00	\$283,315.00	20.51%

Account Descr	2016 Amt	2017 Budget	2018 Budget	%Diff from Cur Yr 2017
Dept 42100 Police				
E 101-42100-101 Full-Time Employees Regular	\$1,047,914.77	\$1,070,873.00	\$1,166,522.00	8.93%
E 101-42100-102 Overtime	\$25,259.10	\$21,000.00	\$22,000.00	4.76%
E 101-42100-103 Part-Time Employees	\$23,860.64	\$44,928.00	\$31,200.00	-30.56%
E 101-42100-105 Temporary Employees Overtime	\$6,957.16	\$11,000.00	\$7,000.00	-36.36%
E 101-42100-121 PERA	\$170,208.65	\$163,521.00	\$168,822.00	3.24%
E 101-42100-122 FICA	\$16,300.09	\$22,082.00	\$24,964.00	13.05%
E 101-42100-130 Employer Paid Ins	\$173,324.49	\$156,379.00	\$177,434.00	13.46%
E 101-42100-200 Office Supplies (GENERAL)	\$2,061.84	\$2,200.00	\$2,200.00	0.00%
E 101-42100-210 Operating Supplies (GENERAL)	\$4,014.91	\$3,500.00	\$3,500.00	0.00%
E 101-42100-212 Motor Fuels	\$18,534.38	\$20,100.00	\$18,630.00	-7.31%
E 101-42100-217 Uniforms	\$11,570.47	\$11,000.00	\$11,000.00	0.00%
E 101-42100-240 Small Tools and Minor Equip	\$980.63	\$1,300.00	\$1,300.00	0.00%
E 101-42100-306 Personnel Expense	\$1,882.00	\$1,000.00	\$1,000.00	0.00%
E 101-42100-309 Contractual Services	\$13,751.64	\$14,000.00	\$14,300.00	2.14%
E 101-42100-323 Radio Units	\$17,088.25	\$16,000.00	\$17,200.00	7.50%
E 101-42100-331 Mileage & Expense Account	\$1,554.30	\$2,100.00	\$2,100.00	0.00%
E 101-42100-350 Printing & Publishing	\$1,757.21	\$1,700.00	\$1,800.00	5.88%
E 101-42100-404 Repairs/Maint - Machin/Equip	\$7,669.75	\$10,000.00	\$10,000.00	0.00%
E 101-42100-409 Maint services & Improv	\$0.00	\$700.00	\$700.00	0.00%
E 101-42100-433 Dues, Licensing & Seminars	\$4,061.67	\$2,500.00	\$2,500.00	0.00%
E 101-42100-434 Training and schools	\$17,139.94	\$15,000.00	\$15,000.00	0.00%
E 101-42100-499 Miscellaneous	\$2,496.65	\$2,500.00	\$2,500.00	0.00%
E 101-42100-540 Equipment	\$2,248.93	\$2,500.00	\$2,500.00	0.00%
E 101-42100-720 Operating Transfers - Equip.	\$0.00	\$0.00	\$0.00	0.00%
E 101-42100-721 Operating Transfers - Building	\$0.00	\$0.00	\$0.00	0.00%
Dept 42100 Police	\$1,570,637.47	\$1,595,883.00	\$1,704,172.00	6.79%

Account Descr	2016 Amt	2017 Budget	2018 Budget	%Diff from Cur Yr 2017
Dept 42120 Crime Control and Investigate				
E 101-42120-304 Legal Fees	\$39,999.50	\$45,000.00	\$43,000.00	-4.44%
E 101-42120-308 Prisoner Care	\$6,762.18	\$6,000.00	\$7,000.00	16.67%
E 101-42120-309 Contractual Services	\$497.07	\$1,000.00	\$1,000.00	0.00%
Dept 42120 Crime Control and Investigate	\$47,258.75	\$52,000.00	\$51,000.00	-1.92%

Account Descr	2016 Amt	2017 Budget	2018 Budget	%Diff from Cur Yr 2017
Dept 42200 Fire				
E 101-42200-103 Part-Time Employees	\$86,943.28	\$107,000.00	\$109,800.00	2.62%
E 101-42200-122 FICA	\$6,651.15	\$8,185.00	\$8,400.00	2.63%
E 101-42200-200 Office Supplies (GENERAL)	\$6.82	\$200.00	\$200.00	0.00%
E 101-42200-210 Operating Supplies (GENERAL)	\$6,651.79	\$7,500.00	\$7,500.00	0.00%
E 101-42200-212 Motor Fuels	\$3,007.14	\$4,500.00	\$3,000.00	-33.33%
E 101-42200-217 Uniforms	\$9,804.25	\$12,000.00	\$12,000.00	0.00%
E 101-42200-240 Small Tools and Minor Equip	\$9,644.34	\$9,000.00	\$9,000.00	0.00%
E 101-42200-241 Safety equip/testings	\$8,539.00	\$9,000.00	\$9,000.00	0.00%
E 101-42200-306 Personnel Expense	\$2,556.96	\$8,000.00	\$4,000.00	-50.00%
E 101-42200-323 Radio Units	\$18,065.04	\$20,000.00	\$26,000.00	30.00%
E 101-42200-331 Mileage & Expense Account	\$249.71	\$2,500.00	\$1,000.00	-60.00%
E 101-42200-381 Electric Utilities	\$4,897.48	\$5,000.00	\$5,000.00	0.00%
E 101-42200-383 Fuel, oil and natural gas	\$3,774.11	\$10,000.00	\$8,000.00	-20.00%
E 101-42200-404 Repairs/Maint - Machin/Equip	\$8,285.21	\$15,000.00	\$15,000.00	0.00%
E 101-42200-409 Maint services & Improv	\$1,460.00	\$3,500.00	\$3,000.00	-14.29%
E 101-42200-433 Dues, Licensing & Seminars	\$2,346.00	\$2,500.00	\$2,000.00	-20.00%
E 101-42200-434 Training and schools	\$7,442.04	\$10,000.00	\$10,000.00	0.00%
E 101-42200-437 Payments to Organizations	\$45,675.00	\$45,675.00	\$45,675.00	0.00%
E 101-42200-438 Payment to Fire Relief 2% Aid	\$70,435.84	\$63,000.00	\$68,000.00	7.94%
E 101-42200-499 Miscellaneous	\$2,709.46	\$3,000.00	\$3,000.00	0.00%
E 101-42200-720 Operating Transfers - Equip.	\$0.00	\$0.00	\$0.00	0.00%
E 101-42200-721 Operating Transfers - Building	\$0.00	\$0.00	\$0.00	0.00%
Dept 42200 Fire	\$299,144.62	\$345,560.00	\$349,575.00	1.16%

Account Descr	2016 Amt	2017 Budget	2018 Budget	%Diff from Cur Yr 2017
Dept 42400 Building Inspection				
E 101-42400-101 Full-Time Employees Regular	\$156,471.36	\$140,906.00	\$141,380.00	0.34%
E 101-42400-103 Part-Time Employees	\$32,564.10	\$31,246.00	\$0.00	-100.00%
E 101-42400-121 PERA	\$12,290.55	\$12,649.00	\$10,603.00	-16.18%
E 101-42400-122 FICA	\$12,843.50	\$12,902.00	\$10,815.00	-16.18%
E 101-42400-130 Employer Paid Ins	\$20,560.96	\$23,226.00	\$29,658.00	27.69%
E 101-42400-200 Office Supplies (GENERAL)	\$90.00	\$300.00	\$300.00	0.00%
E 101-42400-212 Motor Fuels	\$474.44	\$800.00	\$450.00	-43.75%
E 101-42400-303 Engineering Fees	\$0.00	\$0.00	\$0.00	0.00%
E 101-42400-304 Legal Fees	\$0.00	\$0.00	\$0.00	0.00%
E 101-42400-309 Contractual Services	\$5,612.50	\$7,000.00	\$34,000.00	385.71%
E 101-42400-331 Mileage & Expense Account	\$0.00	\$500.00	\$500.00	0.00%
E 101-42400-404 Repairs/Maint - Machin/Equip	\$715.74	\$200.00	\$200.00	0.00%
E 101-42400-433 Dues, Licensing & Seminars	\$4,509.41	\$7,000.00	\$7,000.00	0.00%
E 101-42400-499 Miscellaneous	\$993.65	\$0.00	\$0.00	0.00%
Dept 42400 Building Inspection	\$247,126.21	\$236,729.00	\$234,906.00	-0.77%

Account Descr	2016 Amt	2017 Budget	2018 Budget	%Diff from Cur Yr 2017
Dept 42500 Emergency Management				
E 101-42500-409 Maint services & Improv	\$527.16	\$2,700.00	\$2,700.00	0.00%
E 101-42500-433 Dues, Licensing & Seminars	\$0.00	\$2,650.00	\$2,650.00	0.00%
Dept 42500 Emergency Management	\$527.16	\$5,350.00	\$5,350.00	0.00%

Account Descr	2016 Amt	2017 Budget	2018 Budget	%Diff from Cur Yr 2017
Dept 43100 Streets				
E 101-43100-101 Full-Time Employees Regular	\$283,917.81	\$302,216.00	\$307,557.00	1.77%
E 101-43100-102 Overtime	\$21,532.42	\$20,000.00	\$20,500.00	2.50%
E 101-43100-103 Part-Time Employees	\$10,107.60	\$5,500.00	\$5,700.00	3.64%
E 101-43100-121 PERA	\$22,846.61	\$23,911.00	\$23,704.00	-0.87%
E 101-43100-122 FICA	\$20,751.09	\$24,810.00	\$25,103.00	1.18%
E 101-43100-130 Employer Paid Ins	\$62,096.82	\$66,875.00	\$71,354.00	6.70%
E 101-43100-200 Office Supplies (GENERAL)	\$1,328.25	\$1,300.00	\$1,340.00	3.08%
E 101-43100-210 Operating Supplies (GENERAL)	\$4,216.30	\$4,800.00	\$4,900.00	2.08%
E 101-43100-212 Motor Fuels	\$10,283.45	\$15,300.00	\$11,300.00	-26.14%
E 101-43100-216 Chemicals and Chem Products	\$9,908.91	\$10,600.00	\$10,100.00	-4.72%
E 101-43100-217 Uniforms	\$1,378.83	\$1,700.00	\$1,700.00	0.00%
E 101-43100-220 Repair/Maint Supply (GENERAL)	\$21,603.25	\$13,300.00	\$15,200.00	14.29%
E 101-43100-226 Sign Repair Materials	\$15,833.90	\$15,100.00	\$16,200.00	7.28%
E 101-43100-229 Dirt, Sand and gravel	\$5,519.73	\$8,800.00	\$9,500.00	7.95%
E 101-43100-240 Small Tools and Minor Equip	\$1,957.31	\$2,900.00	\$3,000.00	3.45%
E 101-43100-241 Safety equip/testings	\$901.08	\$1,700.00	\$1,700.00	0.00%
E 101-43100-303 Engineering Fees	\$1,350.11	\$700.00	\$700.00	0.00%
E 101-43100-323 Radio Units	\$2,665.99	\$3,100.00	\$3,100.00	0.00%
F 101-43100-331 Mileage & Expense Account	\$1,238.90	\$1,300.00	\$1,300.00	0.00%
E 101-43100-404 Repairs/Maint - Machin/Equip	\$2,547.60	\$6,300.00	\$5,300.00	-15.87%
E 101-43100-409 Maint services & Improv	\$6,253.87	\$10,600.00	\$8,200.00	-22.64%
E 101-43100-415 Other Equipment Rentals	\$6,679.10	\$2,300.00	\$2,400.00	4.35%
E 101-43100-433 Dues, Licensing & Seminars	\$3,438.21	\$2,800.00	\$2,900.00	3.57%
E 101-43100-499 Miscellaneous	\$2,258.78	\$600.00	\$600.00	0.00%
E 101-43100-720 Operating Transfers - Equip.	\$0.00	\$0.00	\$0.00	0.00%
E 101-43100-721 Operating Transfers - Building	\$0.00	\$0.00	\$0.00	0.00%
E 101-43100-722 Operating Transfers - Streets	\$0.00	\$0.00	\$0.00	0.00%
Dept 43100 Streets	\$520,615.92	\$546,512.00	\$553,358.00	1.25%

Account Descr	2016 Amt	2017 Budget	2018 Budget	%Diff from Cur Yr 2017
Dept 43200 Health Inspections				
E 101-43200-309 Contractual Services	\$33,418.00	\$32,000.00	\$33,000.00	3.13%
Dept 43200 Health Inspections	\$33,418.00	\$32,000.00	\$33,000.00	3.13%

Account Descr	2016 Amt	2017 Budget	2018 Budget	%Diff from Cur Yr 2017
Dept 43300 Engineering				
E 101-43300-101 Full-Time Employees Regular	\$143,186.12	\$152,983.00	\$161,329.00	5.46%
E 101-43300-121 PERA	\$10,470.74	\$10,993.00	\$11,619.00	5.69%
E 101-43300-122 FICA	\$10,630.47	\$11,359.00	\$11,997.00	5.62%
E 101-43300-130 Employer Paid Ins	\$18,988.32	\$17,223.00	\$18,755.00	8.90%
E 101-43300-210 Operating Supplies (GENERAL)	\$0.00	\$1,020.00	\$1,020.00	0.00%
E 101-43300-212 Motor Fuels	\$685.55	\$400.00	\$600.00	50.00%
E 101-43300-323 Radio Units	\$0.00	\$500.00	\$500.00	0.00%
E 101-43300-331 Mileage & Expense Account	\$528.96	\$1,000.00	\$1,000.00	0.00%
E 101-43300-404 Repairs/Maint - Machin/Equip	\$32.00	\$400.00	\$400.00	0.00%
E 101-43300-433 Dues, Licensing & Seminars	\$3,255.53	\$4,284.00	\$4,285.00	0.02%
E 101-43300-499 Miscellaneous	\$25.43	\$600.00	\$600.00	0.00%
E 101-43300-720 Operating Transfers - Equip.	\$0.00	\$0.00	\$0.00	0.00%
E 101-43300-721 Operating Transfers - Building	\$0.00	\$0.00	\$0.00	0.00%
Dept 43300 Engineering	\$187,803.12	\$200,762.00	\$212,105.00	5.65%

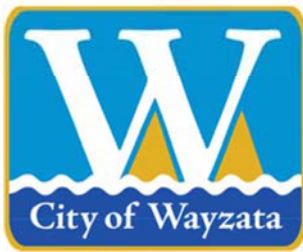
Account Descr	2016 Amt	2017 Budget	2018 Budget	%Diff from Cur Yr 2017
Dept 45200 Parks				
E 101-45200-101 Full-Time Employees Regular	\$221,930.18	\$276,877.00	\$286,834.00	3.60%
E 101-45200-102 Overtime	\$15,663.04	\$15,600.00	\$15,900.00	1.92%
E 101-45200-103 Part-Time Employees	\$52,095.36	\$67,600.00	\$70,300.00	3.99%
E 101-45200-121 PERA	\$17,443.26	\$21,681.00	\$21,805.00	0.57%
E 101-45200-122 FICA	\$20,839.43	\$27,286.00	\$28,155.00	3.18%
E 101-45200-130 Employer Paid Ins	\$48,454.60	\$55,039.00	\$64,300.00	16.83%
E 101-45200-140 Unemployment Comp (GENERAL)	\$546.90	\$0.00	\$0.00	0.00%
E 101-45200-200 Office Supplies (GENERAL)	\$1,082.53	\$1,000.00	\$1,100.00	10.00%
E 101-45200-210 Operating Supplies (GENERAL)	\$5,000.47	\$5,700.00	\$5,700.00	0.00%
E 101-45200-212 Motor Fuels	\$7,843.92	\$7,100.00	\$7,600.00	7.04%
E 101-45200-216 Chemicals and Chem Products	\$1,162.81	\$4,500.00	\$3,500.00	-22.22%
E 101-45200-217 Uniforms	\$1,992.84	\$1,800.00	\$1,800.00	0.00%
E 101-45200-221 Equipment Parts	\$516.72	\$600.00	\$600.00	0.00%
E 101-45200-222 Repair & Maint - Equip	\$7,583.43	\$7,900.00	\$8,100.00	2.53%
E 101-45200-226 Sign Repair Materials	\$0.00	\$2,300.00	\$2,300.00	0.00%
E 101-45200-227 Plantings	\$9,088.84	\$7,100.00	\$7,400.00	4.23%
E 101-45200-229 Dirt, Sand and gravel	\$2,526.00	\$5,200.00	\$4,800.00	-7.69%
E 101-45200-240 Small Tools and Minor Equip	\$3,062.57	\$2,400.00	\$4,600.00	91.67%
E 101-45200-241 Safety equip/testings	\$1,151.18	\$2,000.00	\$1,700.00	-15.00%
E 101-45200-306 Personnel Expense	\$200.00	\$0.00	\$0.00	0.00%
E 101-45200-309 Contractual Services	\$1,950.00	\$0.00	\$0.00	0.00%
E 101-45200-312 Rec Program Fee/Sr. Serv	\$29,363.02	\$44,200.00	\$43,000.00	-2.71%
E 101-45200-316 Weed Control	\$6,399.30	\$8,100.00	\$7,100.00	-12.35%
E 101-45200-323 Radio Units	\$2,250.46	\$2,600.00	\$2,600.00	0.00%
E 101-45200-324 Internet/Web Page	\$0.00	\$2,200.00	\$2,200.00	0.00%
E 101-45200-331 Mileage & Expense Account	\$281.00	\$3,100.00	\$3,100.00	0.00%
E 101-45200-350 Printing & Publishing	\$0.00	\$4,400.00	\$4,400.00	0.00%
E 101-45200-404 Repairs/Maint - Machin/Equip	\$3,225.77	\$5,900.00	\$5,600.00	-5.08%
E 101-45200-409 Maint services & Improv	\$0.00	\$6,600.00	\$6,600.00	0.00%
E 101-45200-415 Other Equipment Rentals	\$1,051.35	\$1,700.00	\$3,300.00	94.12%
E 101-45200-433 Dues, Licensing & Seminars	\$2,939.22	\$6,700.00	\$6,700.00	0.00%
E 101-45200-499 Miscellaneous	\$3,873.47	\$600.00	\$600.00	0.00%
E 101-45200-720 Operating Transfers - Equip.	\$0.00	\$0.00	\$0.00	0.00%
E 101-45200-721 Operating Transfers - Building	\$0.00	\$0.00	\$0.00	0.00%
E 101-45200-723 Operating Transfers - Parks	\$0.00	\$0.00	\$0.00	0.00%
Dept 45200 Parks	\$469,517.67	\$597,783.00	\$621,694.00	4.00%

Account Descr	2016 Amt	2017 Budget	2018 Budget	%Diff from Cur Yr 2017
Dept 45203 Boulevard Maint. And lighting				
E 101-45203-220 Repair/Maint Supply (GENERAL)	\$13,947.08	\$10,000.00	\$14,700.00	47.00%
E 101-45203-381 Electric Utilities	\$50,917.42	\$63,000.00	\$63,800.00	1.27%
E 101-45203-406 Street lights and Signal Maint	\$9,408.07	\$5,000.00	\$9,000.00	80.00%
Dept 45203 Boulevard Maint. And lighting	\$74,272.57	\$78,000.00	\$87,500.00	12.18%

Account Descr	2016 Amt	2017 Budget	2018 Budget	%Diff from Cur Yr 2017
Dept 49200 Unallocated Expenditures				
E 101-49200-212 Motor Fuels	\$0.00	\$0.00	\$0.00	0.00%
E 101-49200-322 Postage	\$14,630.73	\$12,000.00	\$15,000.00	25.00%
E 101-49200-361 General Liability Ins	\$59,809.05	\$100,000.00	\$105,000.00	5.00%
E 101-49200-365 Workers Comp Ins	\$66,193.12	\$60,000.00	\$70,000.00	16.67%
E 101-49200-437 Payments to Organizations	\$10,000.00	\$10,000.00	\$10,000.00	0.00%
E 101-49200-496 Contigencies	\$0.00	\$50,000.00	\$50,000.00	0.00%
E 101-49200-720 Operating Transfers - Equip.	\$715,774.00	\$759,474.00	\$523,950.00	-31.01%
E 101-49200-721 Operating Transfers - Building	\$499,000.00	\$0.00	\$175,000.00	0.00%
E 101-49200-722 Operating Transfers - Streets	\$0.00	\$0.00	\$97,850.00	0.00%
E 101-49200-723 Operating Transfers - Parks	\$130,000.00	\$0.00	\$7,725.00	0.00%
Dept 49200 Unallocated Expenditures	\$1,495,406.90	\$991,474.00	\$1,054,525.00	6.36%

Account Descr	2016 Amt	2017 Budget	2018 Budget	%Diff from Cur Yr 2017
FUND 101 GENERAL FUND	\$6,053,032.80	\$5,877,904.00	\$6,210,629.00	5.66%

2018 TRANSFERS				25% Profit transfer																	
		General Operating (#101)		General Operating (#101)		Equipment Revolving (#409)		General CIP (#408)		Street CIP (#430)		Parkland CIP (#404)		Water CIP (#610)		Sewer CIP (#620)		Stormwater CIP (#670)		Liquor CIP (#640)	
Fund To:																					
Fund From:																					
General																					
Finance (101-41500-720)						123,400		20,000												\$ 143,400	
Police (101-42100-720)						59,450		20,000												\$ 79,450	
Streets (101-43100-720)						117,450		35,000		97,850										\$ 250,300	
Engineering (101-43300-720)						7,200		10,000												\$ 17,200	
Parks & Rec (101-45200-720)						55,350		35,000				7,725								\$ 98,075	
Fire (101-42200-720)						161,100		30,000												\$ 191,100	
Building Maint. (101-41940-720)								25,000												\$ 25,000	
Total From General Fund						\$ 523,950		\$ 175,000		\$ 97,850		\$ 7,725								\$ 804,525	
Enterprise																					
Cable TV (#235)						5,000														\$ 5,000	
General CIP (#408)																					
Lakefront (Marina) (#233)						50,000												50,000		\$ 100,000	
TIF Districts (#314 & #316)						20,000														\$ 20,000	
Water (#610)						30,000				35,800										\$ 65,800	
Sewer (#620)						30,000				47,900										\$ 77,900	
MV License (#630)						25,000						25,000								\$ 80,000	
Liquor Operations																					
WWS (640-47000-720)						20,000														\$ 95,000	
WBG (640-48000-720)						20,000														\$ 95,000	
Stormwater (#670)						10,000						53,000								\$ 63,000	
Total From Enterprise Funds						175,000		210,000		88,700		25,000		53,000				50,000		\$ 601,700	
TOTAL TRANSFERS						\$ 175,000		\$ 210,000		\$ 612,650		\$ 200,000		\$ 150,850		\$ 7,725		\$ -		\$ -	
																				\$ 1,406,225	



City of Wayzata City Council Agenda Report

MEETING DATE: September 5, 2017	AGENDA ITEM: 9c
TITLE: Approval of 2018 Fee Schedule	
PROPOSED MOTION: To Approve Resolution 33-2017; Adopting Municipal Fees for 2018	
PREPARED BY: Kathy Ovshak, Senior Accountant	
REVIEWED BY: Jeffrey Dahl, City Manager	

ACTION REQUESTED:

Staff recommends approval of the attached Resolution 33-2017; 2018 Fee Schedule.

FINANCIAL OR BUDGET CONSIDERATION:

The 2018 Fee Schedule represents an overall 5 percent increase with the exception of the boat slip fees that were increased a flat dollar amount and the Planning Department – Development Application Fees. The Planning Department created a new fee structure for the various development applications.

BACKGROUND:

Staff presented Council with a proposed 2018 Fee Schedule during a work session on August 2, 2017. With no changes from Council, we are presenting the same 2018 Fee Schedule for approval. Council did recommend a Water, Sewer and Storm water utility rate study be conducted, which is planned to be done Fall of 2017.

ATTACHMENTS:

1. Resolution 33-2017 Adopting Municipal Fees for 2018
2. 2018 Fee Schedule

RESOLUTION NO. 33-2017

RESOLUTION ADOPTING MUNICIPAL FEES FOR 2018

WHEREAS, the City Council of Wayzata, Minnesota has adopted a Code of Ordinances, and

WHEREAS, the Code of Ordinance provides that fees are adopted by reference and are as established by City Council Resolution; and

WHEREAS, it is the desire of the City Council of Wayzata, Minnesota to establish such municipal fees.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Wayzata, Minnesota that the attached fee schedule is approved.

Adopted by the City Council of the City of Wayzata this 5th day of September, 2017.

Mayor Kenneth Willcox

ATTEST:

City Manager Jeffrey Dahl

ACTION ON THIS RESOLUTION:

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution:

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Wayzata, Minnesota, at a duly authorized meeting held on September 5, 2017.

City Clerk Becky Malone

SEAL

**Adopted 09-05-2017
Resolution # 33-2017**

09-05-2017 CC PACKET
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**Adopted 09-05-2017
Resolution # 33-2017**

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**Adopted 09-05-2017
Resolution # 33-2017**

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CITY OF WAYZATA - 2018

FEE SCHEDULE

Adopted 09-05-2017
Resolution # 33-2017

Water usage increase: 3% structure change 3% structure change + 3% 5%
Sewer usage increase: 0% 0% 3% 5%
Storm water usage increase: 0% 0% 0% 5%
Garbage/Recy/Organic increase: 0% 0% 0% 0%
all others approx 2% +rounded 0.00% 2016 2017 2018

DESCRIPTION	2015	2016	2017	2018
Heavy-duty asphalt/SF	\$ 28.00	\$ 28.00	\$ 28.00	\$ 28.00
Minimum deposit	\$ 1,019.00	\$ 1,019.00	\$ 1,019.00	\$ 1,019.00
Street degradation fee per SF	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00
Driveway right-of-way permit	\$ 47.00	\$ 47.00	\$ 47.00	\$ 47.00
Right-of-way encroachment permit/agreement (fee to cover legal fees, recording fees & staff time)	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
PUBLIC WORKS MISC.				
Application to Co-locate Telecommunications Equip. On City Property				
Permit Fee	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,050.00
Escrow	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
Dumpster Placement on City Right-Of-Way				
Application Fee	\$ 51.00	\$ 51.00	\$ 51.00	\$ 53.50
Damage Deposit	\$ 1,020.00	\$ 1,020.00	\$ 1,020.00	\$ 1,070.00
Right-of-Way Telecommunications Agreement				
Annual Registration	\$ 408.00	\$ 408.00	\$ 408.00	\$ 428.00
Application Fee (for original application)	\$ 388.00	\$ 388.00	\$ 388.00	\$ 407.00
Wetland Delineation Review				
Permit Fee	\$ 163.00	\$ 163.00	\$ 163.00	\$ 171.00
Escrow (based on consultant fee)	\$ 545.00	\$ 545.00	\$ 545.00	\$ 575.00
Each Temporary no parking "Police Order" sign, including Lath	\$ 8.00	\$ 2.00	\$ 2.00	\$ 2.50
Public Works Contractual Services, per hour	\$ 61.00	\$ 61.00	\$ 61.00	\$ 64.00
Special Event Permit Fee - Local applicant				
Events on City Property - Level 1 (other than City Parks) 20-50 participants	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00
Events on City Property - Level 2 50-500 participants	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00
Events on City Property - Level 3 over 500 participants	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
Wayzata Chamber of Commerce Annual Community Events - Level 3a over 500 participants	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00
Event on Private & City Property under 500 participants	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
Event on Private Property (meets any Step 1 requirements)	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
Event in City Parks	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00
Athletic Event that Use City Streets & Public Parking Lots Under 200 participants	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00
Athletic Event that Use City Streets & Public Parking Lots Over 200 participants	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Street and/or Sidewalk Closures	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00
Parades	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Special Event Permit Fee - Non-Local applicant				
Events on City Property - Level 1 (other than City Parks) 20-50 participants	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
Events on City Property - Level 2 50-500 participants	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Events on City Property - Level 3 over 500 participants	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
Event on Private & City Property under 500 participants	n/a	n/a	n/a	n/a
Event on Private Property (meets any Step 1 requirements)	n/a	n/a	n/a	n/a
Event in City Parks	n/a	n/a	n/a	n/a
Athletic Event that Use City Streets & Public Parking Lots Under 200 participants	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Athletic Event that Use City Streets & Public Parking Lots Over 200 participants	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Street and/or Sidewalk Closures	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Parades	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00

**Adopted 09-05-2017
Resolution # 33-2017**

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**Adopted 09-05-2017
Resolution # 33-2017**

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CITY OF WAYZATA - 2018

FEE SCHEDULE

Adopted 09-05-2017

Resolution # 33-2017

Water usage increase:
Sewer usage increase:
Storm water usage increase:
Garbage/Recy/Organic increase:

3%
3%
3%
3%

3%
3%
3%
3%

3%
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3%
3%
3%
3%

3%
3%
3%
3%

all others approx 2% +rounded

DESCRIPTION

	2015	2016	2017	2018
Annual Micro-Brewery Taproom Liquor License (on-sale)	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Annual Sunday Micro-Brewery Taproom Liquor License (on-sale)	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
Annual Micro-Brewery Off-Sale Malt Liquor License (off-sale Growler sales set by Statute)	\$ 240.00	\$ 240.00	\$ 240.00	\$ 240.00
Annual Sunday Micro-Brewery Off-Sale Malt Liquor License (off-sale Growler sales)	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
Annual Brewpub	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Annual Micro-Winery (samples only)	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Annual Micro-Distillery Liquor License (samples only)	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Background check/investigation fee for all Liquor license types (set by statute)	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Temporary consumption and display permit, one-day permit (fee set by statute)	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00
Temporary on-sale liquor license (all types) one-day license	\$ 25.00	\$ 25.00	\$ 25.00	\$ 100.00
Temporary on-sale liquor license (all types) one-day license application received 14 days or less prior to event				\$ 500.00
Liquor license violations, all types:				
Fine: 1st Offense within 24 months	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00
Fine: 2nd Offense within 24 months	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
Fine: 3rd Offense within 24 months-fine and one additional check within 90 days	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Fine: 4th Offense within 24 mo. -fine & 7-day suspension & addtl check within 90 days (\$2,000 max per statute 340A.415)	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Fine: 5th Offense within 24 mo. -fine and license revocation (\$2,000 max per statute 340A.415)	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Shaded areas: Rates set by statute and we therefore cannot change fee.				
ADMINISTRATION-MISCELLANEOUS LICENSES				
Amusement and Recreation Establishments (pool hall, billiard hall, bowling alley, shooting gallery)	\$ 102.00	\$ 102.00	\$ 102.00	\$ 107.00
Car Wash	\$ 73.00	\$ 73.00	\$ 73.00	\$ 77.00
Christmas Tree Sales Lots	\$ 63.00	\$ 63.00	\$ 63.00	\$ 66.00
Games of Skill and Juke Boxes (each.)	\$ 61.00	\$ 61.00	\$ 61.00	\$ 64.00
Gas Fitter's License	\$ 63.00	\$ 63.00	\$ 63.00	\$ 66.00
Gasoline Filling Station or Wholesale Oil or Gasoline Storage Facility	\$ 73.00	\$ 73.00	\$ 73.00	\$ 77.00
plus per pumping station	\$ 8.00	\$ 8.00	\$ 8.00	\$ 9.00
Peddlers, Solicitors and Transient Merchant License application	\$ 173.00	\$ 173.00	\$ 173.00	\$ 182.00
Seasonal Outdoor Sidewalk Café License (as part of CUP)	\$ 147.00	\$ 147.00	\$ 147.00	\$ 155.00
Temporary Right of Way Encroachment	\$ 147.00	\$ 147.00	\$ 147.00	\$ 155.00
Shows, Exhibits and Races (public show, caravan, carnival, circus, motion picture, theatrical or other performance, or exhibition; bicycle, foot or other similar race)	\$102 (N/C if Special Event Permit fees paid)	\$102 (N/C if Special Event Permit fees paid)	\$102 (N/C if Special Event Permit fees paid)	\$107 (N/C if Special Event Permit fees paid)
Sound Cars and Equipment (sound car, loud speaker, or other sound equipment)	\$ 61.00	\$ 61.00	\$ 61.00	\$ 64.00
Tobacco products	\$ 126.00	\$ 126.00	\$ 126.00	\$ 132.00
Cigar only tobacco products	\$ 68.00	\$ 68.00	\$ 68.00	\$ 71.00
Tobacco products/cigar only tobacco products penalties:	\$ -	\$ -	\$ -	\$ -
Fine for 1st Offense within 2 yrs (Fee set by Ord)-fine and/or 1 day suspension	\$ 102.00	\$ 102.00	\$ 102.00	\$ 107.00
Fine for 2nd Offense within 2 yrs (fee set by Ord)-fine and/or 2 days suspension	\$ 255.00	\$ 255.00	\$ 255.00	\$ 268.00
Fine for 3rd Offense within 2 yrs (fee set by Ord)-fine and/or 3 days suspension	\$ 510.00	\$ 510.00	\$ 510.00	\$ 536.00
Fine for 4 or More Offenses (fee set by Ord)-fine and/or license revocation	\$ 1,020.00	\$ 1,020.00	\$ 1,020.00	\$ 1,071.00
Tree Removal and Treatment Contractor License	\$ 68.00	\$ 68.00	\$ 68.00	\$ 71.00
Tree Removal Permit & Inspection	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00
Vehicles for Hire Ordinance	\$ -	\$ -	\$ -	\$ -

CITY OF WAYZATA - 2018

FEE SCHEDULE

Adopted 09-05-2017
Resolution # 33-2017

Water usage increase:
Sewer usage increase:
Storm water usage increase:
Garbage/Recy/Organic increase:

all others approx 2% +rounded

3% structure change
0% structure change
0% structure change
0% structure change
0% structure change
0.00% structure change
2015 2016 2017 2018

DESCRIPTION

Vehicles for Hire Company License	\$ 90.00	\$ 90.00	\$ 90.00	\$ 95.00
Vehicles for Hire Per Vehicle Fee	\$ 37.00	\$ 37.00	\$ 37.00	\$ 38.00
Vehicles for Hire Background Check Fee Each Owner	\$ 42.00	\$ 42.00	\$ 42.00	\$ 44.00
Vehicles for Hire Background Check Fee Each Driver	\$ 42.00	\$ 42.00	\$ 42.00	\$ 44.00
COMMUNITY ROOM RENTAL				
Class A: Any event directly related to the operation or administration of City government	no charge	no charge	no charge	no charge
such as City Council, City Commissions, City Boards, City Departments, etc.				
Class B: Events conducted by the following <u>Wayzata</u> based groups:	\$50.00 + \$10 per hr after the 1st hour	\$50.00 + \$10 per hr after the 1st hour	\$50.00 + \$10 per hr after the 1st hour	\$50.00 + \$10 per hr after the 1st hour
Public agencies, civic groups, non-profit organizations or resident groups	\$250 fee + \$250 deposit	\$250 fee + \$250 deposit	\$250 fee + \$250 deposit	\$250 fee + \$250 deposit
Class C: City resident rentals for private parties or meetings	\$250 fee + \$250 deposit	\$250 fee + \$250 deposit	\$250 fee + \$250 deposit	\$250 fee + \$250 deposit
Class D: Wayzata based business use	\$250 fee + \$250 deposit	\$250 fee + \$250 deposit	\$250 fee + \$250 deposit	\$250 fee + \$250 deposit
Set up and take down options for Classes B, C & D	\$25 per person/per hour (PW Dept.)	\$61 per person/per hour (PW Dept.) based on page 6 "contractual services"	\$61 per person/per hour (PW Dept.) based on page 6 "contractual services"	\$61 per person/per hour (PW Dept.) based on page 6 "contractual services"
Additional fees/rates will be charged for after hours, holidays & weekends				
Security: 3 hour Police Department minimum	\$80.00 per hour	\$82.00 per hour based on page 16 "contractual services"	\$82.00 per hour based on page 16 "contractual services"	\$82.00 per hour based on page 16 "contractual services"
Equipment Rental Fees: Must be pre-approved by City Manager - call for current rates				
ADMINISTRATION-MUNICIPAL BOAT SLIPS/BEACH				
Outer lagoon	\$ 1,788.00	\$ 1,788.00	\$ 1,788.00	\$ 2,000.00
Inner lagoon	\$ 1,430.00	\$ 1,430.00	\$ 1,430.00	\$ 1,750.00
Rowboats	\$ 402.00	\$ 402.00	\$ 402.00	\$ 402.00
Canoe rack (non-resident fees are double)	\$ 72.00	\$ 72.00	\$ 72.00	\$ 75.00
Charter boats annual permit	\$ 1,936.00	\$ 1,936.00	\$ 1,936.00	\$ 2,035.00
Charter boats temporary one day permit (1 pickup, 1 drop off)	\$ 330.00	\$ 330.00	\$ 330.00	\$ 350.00
"Museum of Lake Minnetonka" charter boat "Minnehaha" (50% of annual permit)	\$ 968.00	\$ 968.00	\$ 968.00	\$ 1,015.00
Beach parking permit (non-resident)	n/a - residents only	n/a - residents only	n/a - residents only	n/a - residents only
BUILDING DEPARTMENT				
Rental Dwelling Licenses				
1 unit (single family home, condominium or owner occupied duplex)	\$ 66.00	\$ 66.00	\$ 66.00	\$ 70.00
2 units	\$ 97.00	\$ 97.00	\$ 97.00	\$ 102.00
3 units	\$ 122.00	\$ 122.00	\$ 122.00	\$ 128.00
4 units	\$ 155.00	\$ 155.00	\$ 155.00	\$ 163.00
5 units or more	\$117 + \$15 per unit	\$117 + \$15 per unit	\$117 + \$15 per unit	\$123 + \$16 per unit
Re-inspection Fee (2nd re-inspection and subsequent follow-up)	\$ 92.00	\$ 92.00	\$ 92.00	\$ 97.00

CITY OF WAYZATA - 2018

FEE SCHEDULE

Adopted 09-05-2017
Resolution # 33-2017

Water usage increase:
Sewer usage increase:
Storm water usage increase:
Garbage/Recy/Organic increase:

all others approx 2% +rounded

3% structure change
0%
0%
0%
0%
0.00%

3% structure change
0%
0%
0%
0%
0.00%

3% structure change + 3%
3%
0%
0%
0.00%

5%
5%
5%
5%
0%
5%

DESCRIPTION

	2015	2016	2017	2018
	Shall be equal to the underlying charge	Shall be equal to the underlying charge	Shall be equal to the underlying charge	Shall be equal to the underlying charge
Late Application Fee	\$ 92.00	\$ 92.00	\$ 92.00	\$ 97.00
Each failure to appear for a reinspection	\$ 65.00	\$ 65.00	\$ 65.00	\$ (0.25)
Failure to give notice of property transfer	\$ 237 per unit	\$ 237 per unit	\$ 237 per unit	\$ 250 per unit
Investigation fee for each occupied, unlicensed rental unit	\$ 176.00	\$ 176.00	\$ 176.00	\$ 185.00
Required re-inspection after license suspended or revoked	\$ 583.00	\$ 583.00	\$ 583.00	\$ 612.00
Reinstating an expired, revoked, or suspended license	\$ 15.00	\$ 15.00	\$ 15.00	\$ 16.00
Additional copy of rental license	\$ 15.00	\$ 15.00	\$ 15.00	\$ 16.00
Additional copy of correction orders				
Building, plumbing and HVAC permit fees - see attached schedule				
ENGINEERING DEPARTMENT				
Land Disturbance Permit Fees				
50 cubic yards or less	\$ 31.00	\$ 31.00	\$ 31.00	\$ 40.00
51 - 100 cubic yards	\$ 46.00	\$ 46.00	\$ 46.00	\$ 50.00
101 to 1,000 cubic yards				
fee for the first 100 cubic yards	\$ 46.00	\$ 46.00	\$ 46.00	\$ 50.00
+ this fee for each additional 100 cubic yards or fraction thereof	\$ 20.00	\$ 20.00	\$ 20.00	\$ 23.00
1,001 to 10,000 cubic yards				
fee for the first 1,000 cubic yards	\$ 227.00	\$ 227.00	\$ 227.00	\$ 257.00
+ this fee for each additional 1,000 cubic yards or fraction thereof	\$ 17.00	\$ 17.00	\$ 17.00	\$ 19.00
10,001 to 100,000 cubic yards or more				
fee for the first 10,000 cubic yards or fraction thereof	\$ 380.00	\$ 380.00	\$ 380.00	\$ 428.00
+ this fee for each additional 10,000 cubic yards or fraction thereof	\$ 76.00	\$ 76.00	\$ 76.00	\$ 76.00
100,001 cubic yards or more				
fee for the first 100,000 cubic yards	\$ 1,061.00	\$ 1,061.00	\$ 1,061.00	\$ 1,112.00
+ this fee for each additional 10,000 cubic yards or fraction thereof	\$ 42.00	\$ 42.00	\$ 42.00	\$ 45.00
Plan Review Fee (when required)				
50 cubic yards or less (no fee)	40 % of permit fee	40 % of permit fee	40 % of permit fee	40 % of permit fee
51 cubic yards or more	\$ 10.00	\$ 10.00		
Topo copies per file				
FIRE DEPARTMENT				
Fire Personnel hourly services				
Aerial Ladder - per hour	\$ 61.00	\$ 61.00	\$ 61.00	\$ 64.00
Engine/Pumper - per hour	\$ 300.00	\$ 300.00	\$ 300.00	\$ 315.00
Heavy Rescue - per hour	\$ 300.00	\$ 300.00	\$ 300.00	\$ 315.00
Tanker - per hour	\$ 150.00	\$ 150.00	\$ 150.00	\$ 158.00
Utility Vehicle - per hour	\$ 175.00	\$ 175.00	\$ 175.00	\$ 184.00
Boat - per hour	\$ 100.00	\$ 100.00	\$ 100.00	\$ 105.00
Fireworks Inspection	\$ 150.00	\$ 150.00	\$ 150.00	\$ 158.00
	\$61 (N/C if Special Event Permit fees paid)	\$	\$	\$

CITY OF WAYZATA - 2018

FEE SCHEDULE

Adopted 09-05-2017
Resolution # 33-2017

Water usage increase:
Sewer usage increase:
Storm water usage increase:
Garbage/Recy/Organic increase:

3%	3%	3%	3%	5%
structure change	structure change	structure change + 3%	structure change	5%
0%	0%	3%	0%	5%
0%	0%	0%	0%	5%
0%	0%	0%	0%	0%
approx 2% +rounded	0.00%	0.00%	0.00%	5%
all others	2015	2016	2017	2018

DESCRIPTION

Temporary Membrane Structure (Tent)				
Underground Tank Removal	\$ 105.00	\$ 105.00	\$ 105.00	\$ 110.00
PLANNING DEPARTMENT				
Fence Permit Application Fee	\$ 73.00	\$ 73.00	\$ 73.00	\$ 77.00
Sign Permit Fee - permanent	\$1 per sq.ft. / minimum of \$50.00	\$1 per sq.ft. / minimum of \$50.00	\$1 per sq.ft. / minimum of \$50.00	\$ 100.00
Sign Permit Fee - temporary	\$ 58.00	\$ 58.00	\$ 58.00	\$ 50.00
Zoning Letter				\$ 100.00
Tree Replacement - fee-in-lieu of tree replacement			\$150/ciaiper inch, or the City's actual cost to implement a tree replacement plan that has been approved by the City Forester	\$150/ciaiper inch, or the City's actual cost to implement a tree replacement plan that has been approved by the City Forester
PLANNING DEPARTMENT-DEVELOPMENT APPLICATION FEES & ESCROW				
Subdivision				
Minor Subdivision or Lot Combination application fee (escrow also due)	\$ 289.00	\$ 289.00	\$ 289.00	\$ 600.00
+ Escrow (application fee also due)	\$ 2,040.00	\$ 2,040.00	\$ 2,040.00	\$ 1,500.00
Preliminary Plat application fee (escrow also due)	\$ 289.00	\$ 289.00	\$ 289.00	\$ 1,800.00
+ Escrow (application fee also due)	\$ 3,060.00	\$ 3,060.00	\$ 3,060.00	\$ 3,000.00
Final Plat application fee (escrow also due)	same as prelim plat	same as prelim plat	same as prelim plat	\$ 600.00
+ Escrow (application fee also due)	\$ 2,040.00	\$ 2,040.00	\$ 2,040.00	\$ 1,500.00
Planned Unit Development				
Concept Plan application fee (escrow also due)	\$ 289.00	\$ 289.00	\$ 289.00	\$ 1,800.00
+ Escrow (application fee also due)	project specific	project specific	project specific	\$ 3,000.00
General Plan application fee (escrow also due)	\$ 289.00	\$ 289.00	\$ 289.00	\$ 1,800.00
+ Escrow (application fee also due)	project specific	project specific	project specific	\$ 3,000.00
Amendments - Minor (no structure change) application fee (escrow also due)	\$ 289.00	\$ 289.00	\$ 289.00	\$ 600.00
+ Escrow (application fee also due)	\$ 5,100.00	\$ 5,100.00	\$ 5,100.00	\$ 1,500.00
Amendments - Major (structure change) application fee (escrow also due)	\$ 289.00	\$ 289.00	\$ 289.00	\$ 1,200.00
+ Escrow (application fee also due)	\$ 7,140 and up	\$ 7,140 and up	\$ 7,140 and up	\$ 3,000.00
Conditional Use Permit				
Single or Two Family Residential Uses application fee (escrow also due)	\$ 342.00	\$ 342.00	\$ 342.00	\$ 600.00
+ Escrow (application fee also due)	\$ 4,080.00	\$ 4,080.00	\$ 4,080.00	\$ 1,500.00
All Other Uses application fee (escrow also due)	\$ 342.00	\$ 342.00	\$ 342.00	\$ 1,200.00
+ Escrow (application fee also due)	\$ 5,100.00	\$ 5,100.00	\$ 5,100.00	\$ 3,000.00
Variance				

CITY OF WAYZATA - 2018

FEE SCHEDULE

Adopted 09-05-2017
Resolution # 33-2017

Water usage increase: 3% structure change 3% structure change + 3% 5%
Sewer usage increase: 0% 0% 3% 5%
Storm water usage increase: 0% 0% 0% 5%
Garbage/Recy/Organic increase: 0% 0% 0% 0%
all others approx 2% +rounded 0.00% 0.00% 5%

DESCRIPTION	2015	2016	2017	2018
Single or Two Family Residential Uses application fee (escrow also due)	\$ 342.00	\$ 342.00	\$ 342.00	\$ 600.00
+ Escrow (application fee also due)	\$ 4,080.00	\$ 4,080.00	\$ 4,080.00	\$ 1,500.00
All Other Uses application fee (escrow also due)	\$ 342.00	\$ 342.00	\$ 342.00	\$ 1,200.00
+ Escrow (application fee also due)	\$ 5,100.00	\$ 5,100.00	\$ 5,100.00	\$ 3,000.00
Vacation				
Easement Vacation application fee (escrow also due)				\$ 600.00
+ Escrow (application fee also due)				\$ 3,000.00
Street Vacation application fee (escrow also due)	\$ 289.00	\$ 289.00	\$ 289.00	\$ 600.00
+ Escrow (application fee also due)	\$ 3,060.00	\$ 3,060.00	\$ 3,060.00	\$ 3,000.00
Zoning Ordinance Amendment				
Text Amendment application fee (escrow also due)	\$ 342.00	\$ 342.00	\$ 342.00	\$ 1,800.00
+ Escrow (application fee also due)	\$ 3,060.00	\$ 3,060.00	\$ 3,060.00	\$ 3,000.00
Map Amendment (Rezoning) application fee (escrow also due)	\$ 342.00	\$ 342.00	\$ 342.00	\$ 1,800.00
+ Escrow (application fee also due)	\$ 3,060.00	\$ 3,060.00	\$ 3,060.00	\$ 3,000.00
Comprehensive Plan Amendment application fee (escrow also due)	\$ 342.00	\$ 342.00	\$ 342.00	\$ 1,800.00
+ Escrow (application fee also due)	\$ 3,060.00	\$ 3,060.00	\$ 3,060.00	\$ 3,000.00
Design Review				
Façade Changes Only application fee (escrow also due)	\$ 289.00	\$ 289.00	\$ 289.00	\$ 600.00
+ Escrow (application fee also due)	\$ 2,040.00	\$ 2,040.00	\$ 2,040.00	\$ 1,500.00
New Structure or addition application fee (escrow also due)	\$ 289.00	\$ 289.00	\$ 289.00	\$ 1,800.00
+ Escrow (application fee also due)	\$ 3,570.00	\$ 3,570.00	\$ 3,570.00	\$ 3,000.00
Application for Extension of Development Approvals	\$ 169.00	\$ 169.00	\$ 169.00	\$ 300.00
COMBINED DEVELOPMENT APPLICATION (consolidated review of more than one application under the zoning and/or subdivision ordinance)				
Single and Two Family Residential Variances and Conditional Use Permits				
Two Applications (escrow also due)				\$ 750.00
+ Escrow (application fee also due)				\$ 1,875.00
Three Applications (escrow also due)				\$ 900.00
+ Escrow (application fee also due)				\$ 2,250.00
Four Applications (escrow also due)				\$ 1,050.00
+ Escrow (application fee also due)				\$ 2,625.00
Five or more Applications (escrow also due)				\$ 1,200.00
+ Escrow (application fee also due)				\$ 3,000.00
All Other Uses and Types of Applications				
Two Applications (escrow also due)				\$ 2,250.00
+ Escrow (application fee also due)				\$ 3,750.00
Three Applications (escrow also due)				\$ 2,700.00
+ Escrow (application fee also due)				\$ 4,500.00
Four Applications (escrow also due)				\$ 3,150.00
+ Escrow (application fee also due)				\$ 5,250.00
Five or more Applications (escrow also due)				\$ 3,600.00
+ Escrow (application fee also due)				\$ 6,000.00

CITY OF WAYZATA - 2018

FEE SCHEDULE

Adopted 09-05-2017
Resolution # 33-2017

Water usage increase: 3% structure change 3% structure change + 3% 5%
Sewer usage increase: 0% 0% 3% 5%
Storm water usage increase: 0% 0% 0% 5%
Garbage/Recy/Organic increase: 0% 0% 0% 0%
all others approx 2% +rounded 0.00% 2017 2018

DESCRIPTION

All application fees and escrow payments are due at the time the development application is submitted to the City. The escrow will be used to pay for any external expenses that the City incurs in reviewing the development application, including but not limited to legal, third party, and City consultant expenses. If at any time during the review of the development application the escrow balance for the development application is less than \$500, the City may require an additional escrow payment for an amount up to the original escrow payment.						
POLICE DEPARTMENT-ADMINISTRATIVE OFFENSES						
Offense Description (Code/Statute Section)						
Administrative Citation						
Failure to respond (105.05)						
Animal Administrative - Violations/Administrative Offenses						
Dog at large (impound)						
Dog at large 2nd violation or wknd						
Rental Dwelling Licenses - Violations/Administrative Offenses						
Operating without a license (150.78)						
Zoning Violations						
All violations of the Zoning Ordinance unless specifically referenced elsewhere in this Administrative Offenses Fee Schedule or the City Code (Chapter 801)						
POLICE DEPARTMENT-MISC.						
Animal Control -						
Dangerous Dog Registration						
Impound release fee, first time						
Impound release fee, each additional time and weekends						

CITY OF WAYZATA - 2018

FEE SCHEDULE

Adopted 09-05-2017
Resolution # 33-2017

Water usage increase: 3% 3% 3% 5%
Sewer usage increase: 0% 0% 0% 5%
Storm water usage increase: 0% 0% 0% 5%
Garbage/Recy/Organic increase: 0% 0% 0% 0%
all others approx 2% +rounded 0.00% 0.00% 5%

DESCRIPTION	2015	2016	2017	2018
Dog License Fee, each \$20 or with 2 year renewal period \$30	\$ 31.00	\$ 31.00	\$ 31.00	\$ 20.00 / 30.00
Kennel License Fee (3 or more dogs over 6 months of age)	\$ 66.00	\$ 66.00	\$ 66.00	\$ 70.00
False Alarms				
First 3 per calendar year	No charge	No charge	No charge	No charge
Fourth per calendar year	128.00	128.00	128.00	135.00
Next 5th through 10th / per incident	270.00	270.00	270.00	284.00
Over 10 per calendar year / per incident	530.00	530.00	530.00	557.00
Fingerprinting services per card	15.00	15.00	15.00	15.00
Police Contractual Services, per hour	82.00	82.00	82.00	86.00
Police reports per page (set by statute)	0.25	0.25	0.25	0.25
CD of photos or audio recording				10.00
CD or DVD of video				25.00
OTHER FEES				
Certified Copies (+ copying or related charges)	8.00	8.00	8.00	8.00
Copies-black & white per 8 1/2" x 11" per page (100 or fewer)	0.25	0.25	0.25	0.25
Copies-black & white per 11"x17"per page (100 or fewer)	0.25	0.25	0.25	0.25
Copies-color per 8 1/2" x 11"per page	0.75	0.75	0.75	0.75
Copies-color per 11"x17" per page	1.25	1.25	1.25	1.25
Notarization Fee (set by statute)	1.00	5.00	5.00	5.00
Special assessment searches	20.00	20.00	20.00	20.00
Tape duplication-Audio and Video (DVD) program aired >1.5 yrs ago	36.00	36.00	36.00	36.00
Tape duplication-Audio and Video (DVD) program aired 1.5 yrs ago or less	20.00	20.00	20.00	20.00

For all sections, please note: If additional fees are required to cover costs incurred by the City, the City Manager has the right to require payment for additional expenses. Such expenses may include (but are not limited to) personnel costs, fees for consultants, legal assistance and other professionals, along with other overhead costs.

FEE SCHEDULE

Adopted 09-05-2017
Resolution # 33-2017

DESCRIPTION

PERMIT FEE SCHEDULE - 2018

Building / Demolition / Fire Suppression / Fire Alarm Permits

(Based on Valuation)

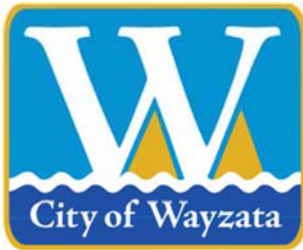
TOTAL VALUATION	FEES	Water usage increase: Sewer usage increase: Storm water usage increase: Garbage/Recy/Organic increase:	3% structure change	3% structure change	3% structure change + 3%	5% 5% 5% 5% 0% 5% 2018
\$1.00 to \$500.00	\$25.00		0%	0%	0%	
\$501 to \$2,000.00	\$25.00 for the first \$500.00 plus \$3.25 for each additional \$100.00 or fraction thereof, to and including \$2000.00		0%	0%	0%	
\$2,001.00 to \$25,000.00	\$73.75 for the first \$2,000.00 plus \$14.75 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00	all others	0%	0.00%	0.00%	
\$25,001.00 to \$50,000.00	\$413.00 for the first \$25,000.00 plus \$10.75 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00		approx 2% +rounded	2015	2016	2017
\$50,001.00 to \$100,000.00	\$681.75 for the first \$50,000.00 plus \$7.50 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00					
\$100,001.00 to \$500,000.00	\$1,056.75 for the first \$100,000.00 plus \$6.00 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00					
\$500,001.00 to \$1,000,000.00	\$3,456.75 for the first \$500,000.00 plus \$5.00 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00					
\$1,000,001.00 and up	\$5,956.75 for the first \$1,000,000.00 plus \$4.00 for each additional \$1,000.00 or fraction thereof					

Additional fees when applicable:

Plan review = 65 % of permit fee
Plan review of residential interior remodel = 35% of permit fee
Plan review of similar plans = 25% of permit fee
State surcharge = .0005 of valuation (50 cent minimum fee)
City SAC fee \$602.00
MCES SAC fee \$2485.00
City WAC fee \$2014.00

Valuation:

Building permit fees are based on value of the improvement when the project is completed. Our fee tables are based on the total cost of all construction activity for the project including material and labor; and should reflect electrical, gas, mechanical and plumbing costs. Labor estimates must be included even if you are doing the work yourself. Valuations can be compared to approximate square footage costs and will be adjusted if the valuation provided appears to be in error.



City of Wayzata City Council Agenda Report

MEETING DATE: September 5, 2017	AGENDA ITEM: 9d
TITLE: Approve Proposal for Design Services for the Reconstruction of the Wayzata Blvd/Superior Blvd Intersection and Superior Blvd, from Rice Street to Wayzata Blvd	
PROPOSED MOTION: To Approve and Authorize Staff and the City Manager to Enter into a Contract with WSB & Associates for Design and Construction Services for the Reconstruction of Wayzata Blvd/Superior Blvd Intersection	
PREPARED BY: Mike Kelly, City Engineer/Asst. Director of Public Works	
REVIEWED BY: Jeffrey Dahl, City Manager	

ACTION REQUESTED:

After review of the proposals and consultation with John Mehrkens, from Presbyterian Homes, the evaluation panel of Mike Kelly, Jeffrey Dahl, and John Mehrkens recommend approval of the proposal submitted by WSB & Associates, Inc. for design services not to exceed \$67,819.00 and construction inspection and administration services not to exceed \$92,627.00 for the reconstruction of the Wayzata Blvd/Superior Blvd intersection. The motion to approve should also include authorization of staff to enter into a contract with WSB & Associates for said services.

FINANCIAL OR BUDGET CONSIDERATION:

This project is proposed to be funded by the Presbyterian Homes Promenade development through special assessment or cash payment, per the terms of the original development agreement.

BACKGROUND:

At the June 6, 2017 City Council meeting, staff was directed to pursue construction of Option 2 for the reconstruction of the Wayzata Blvd/Superior Blvd intersection and Superior Blvd, from Rice Street to Wayzata Blvd. This option will realign Superior Blvd at a 90-degree angle to Wayzata Blvd, across from Benton Avenue. A copy of the approved intersection concept is attached for reference.

Staff has had communication with Presbyterian Homes about the delivery of the project and it was determined by both parties that a Request for Proposal (RFP) for design and construction services should be solicited.

On August 10, 2017, an RFP was sent to six (6) local engineering firms. The firms included Bolton & Menk, Inc., SRF Consulting Group, Inc., Stantec Consulting Services, Inc., Sunde Engineering, PLLC, Westwood Professional Services, and WSB & Associates, Inc. A copy of the RFP is attached for reference.

Four (4) firms replied to the solicitation by the August 25, 2017 deadline. A summary of the estimated costs for proposed design services can be found below:

	<u>WSB & Assoc.</u>	<u>SRF Consulting</u>	<u>Bolton & Menk</u>	<u>Stantec</u>
DESIGN FEES	\$67,819.00	\$195,417.00	\$169,592.00	\$186,490.00
INSPECTION FEES	\$92,627.00	\$45,646.00	\$137,871.00	\$140,968.00
OVERALL TOTAL	\$160,446.00	\$241,063.00	\$307,463.00	\$327,458.00

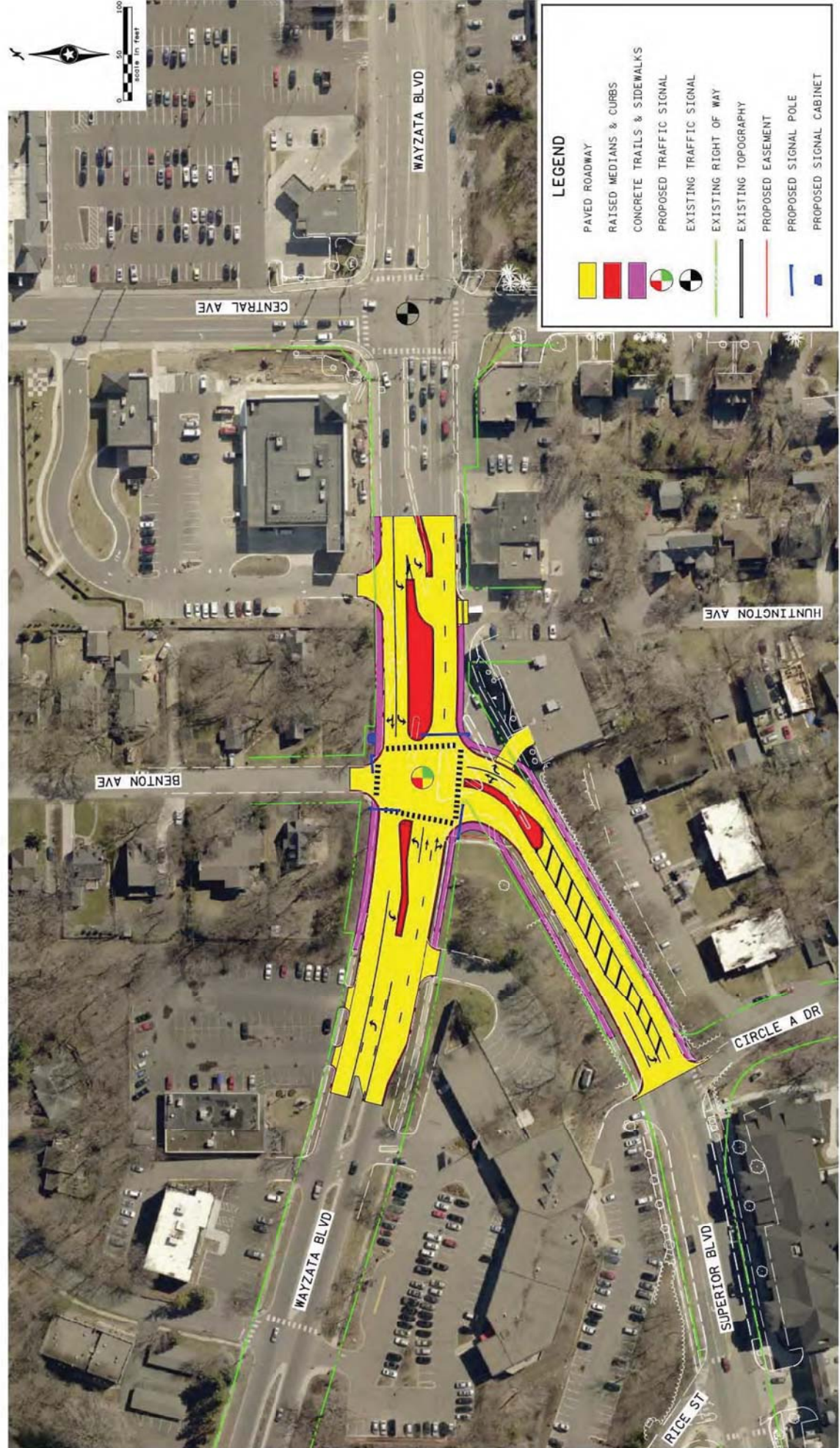
Key components of the services include the following:

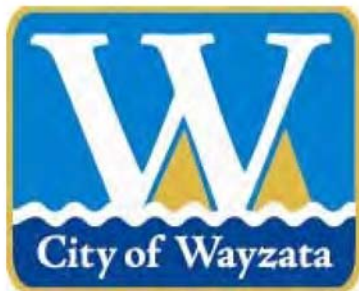
- Additional topographic survey information
- Up to four (4) meetings with neighborhood and adjacent commercial properties
- Coordination of plans with Minnehaha Creek Watershed District
- Signal design and coordination with Hennepin County
- Streetscape design to complement Wayzata Blvd and Superior Blvd
- Plan and Specification preparation
- Bidding Assistance
- Construction Staking
- Construction Observation
- As-built Documentation

ATTACHMENTS:

1. Proposal – WSB & Associates
2. Proposal – SRF Consulting Group
3. Proposal – Bolton & Menk
4. Proposal – Stantec

Option 2 – Wayzata Alignment





City of Wayzata
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City Council:
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Johanna McCarthy
Alex Plechash
Steven Tyacke

City Manager:
Jeffrey Dahl

REQUEST FOR ENGINEERING DESIGN SERVICES PROPOSAL

Reconstruction of Wayzata Blvd/Superior Blvd intersection and Superior Blvd from Rice Street to Wayzata Blvd

August 11, 2017

The City of Wayzata, Minnesota is considering the reconstruction of the intersection at Wayzata Boulevard and Superior Boulevard, as well as Superior Boulevard between Rice Street and Wayzata Boulevard. The project will complete the public improvements required for the adjacent Presbyterian Homes development. The City of Wayzata invites you to submit a proposal for Consultant/Engineering Services for design and inspection of the project.

Proposals will be received by the City of Wayzata on or before **3:30 PM on Friday, August 25, 2017** in the Engineering Department at 299 Wayzata Boulevard West, Wayzata, MN, 55391.

1.0 GENERAL INSTRUCTIONS

Contact

Any questions or comments regarding the proposal should be submitted via email to City Engineer, Mike Kelly at mike@wayzata.org.

Submittal

Proposals shall be submitted to:

City of Wayzata
Attn: Mike Kelly, City Engineer/Asst. Director of Public Works
299 Wayzata Boulevard West
Wayzata, MN 55391

Proposals may be submitted via email to mike@wayzata.org however, please note that email submissions may include large file sizes so firms should take caution to ensure receipt prior to time and date specified above. Additionally, if mail delivery services are used for the submission of proposals. Mailing should be made in sufficient time for proposals to arrive prior to the time and date specified above.

Submittal requirements

1. Submit one (1) electronic copy of your proposal, in PDF format, on or before the date and time established for receiving proposals.
2. Proposals received after the deadline will be rejected.
3. All fees submitted as part of your proposal may be further negotiated during the negotiation process.



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Selection Committee

The Selection Committee will review the technical proposals and make a selection. The Selection Committee will include the following representatives:

City Manager
City Engineer
Presbyterian Homes representative

Respondents' Qualifications

Respondents must submit evidence that they have relevant past experience and have previously delivered services similar to the ones required.

Conflicts of Interest

No official or employee of the City, who is authorized in his/her official capacity to negotiate, make, accept, or approve, or to take part in negotiating, making, accepting, or approving any contract or subcontract in connection with a project shall have, directly or indirectly, any financial or personal interest in any such contract or subcontract.

Preliminary Project Schedule

Project design should be completed by January 31, 2018, to allow for late-winter bidding. The City of Wayzata desires this project to be constructed in 2018.

EVALUATION CRITERIA

The Selection Committee will evaluate and validate all qualifying proposals. The proposal evaluation process will permit the Selection Committee to identify the proposal that best meets the needs of the City. Selection will rely on the Selection Committee's assessment of the proposals' compliance with the requirements and intent of this Request for Proposals.

After review of the Consultant proposals, the Committee will determine which firm would best provide the services needed by the City.

The City of Wayzata is an Equal Opportunity Employer.

TERMS AND CONDITIONS

- A. The City reserves the right to reject any and all proposals or to award the contract to the next most qualified firm if the successful firm does not execute a contract within fifteen (15) days after the award of the proposal.
- B. The City reserves the right to request clarification of information submitted and to request additional information of one or more applicants.
- C. Any proposal may be withdrawn up until 3:30 PM on August 25, 2017. Any proposals not so withdrawn shall constitute an irrevocable offer, for a period of ninety (90) days, to provide the City the services set forth in the attached specifications, or until one or more of the proposals



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have been approved by the City Council of the City of Wayzata.

- D. Any agreement or contract resulting from acceptance of a proposal shall be on forms either supplied or approved by the City and shall contain, as a minimum, applicable provisions of the Request for Proposal. The City reserves the right to reject any agreement that does not conform to the Request for Proposal and any City requirements for agreements and contracts. Respondents should specify in their proposal any proposed changes to the City's Conditions for Consulting Services document as attached.

2.0 PROJECT BACKGROUND

The City of Wayzata has been working with Presbyterian Homes to coordinate public improvements around their new development in downtown Wayzata. The public improvements, to date, have included the realignment of Superior Blvd at Lake Street, sanitary sewer improvements on Circle A Drive, and the construction of a roundabout on Lake Street East. This final improvement project includes the segment of Superior Boulevard, from Rice Street to Wayzata Blvd, including the realignment of the Wayzata Blvd/Superior Blvd intersection. A schematic of the overall Presbyterian Home development plan is attached for reference (Figure 1).

The City has been working on the concept development for the realignment of the Wayzata Boulevard and Superior Boulevard intersection for several years. In July of 2017, the Wayzata City Council considered two (2) intersection realignment options and selected a relocated intersection that better aligns with an adjacent neighborhood street, Benton Avenue. A copy of the approved intersection realignment option is attached for reference (Figure 2).

Preliminary topographic survey work has been done on Superior Blvd, Wayzata Blvd, and as-built information is available for the areas directly adjacent to the new Presbyterian Homes development. Existing topography should be verified and additional topography will likely be needed to design the project.

3.0 PROJECT DESCRIPTION

The project includes the design and preparation of plans and specifications for a street and intersection reconstruction project. Wayzata Boulevard is located in the center of Wayzata and runs from Central Avenue west to the intersection with Highway 12. Superior Blvd runs diagonally between Wayzata Blvd and Lake Street. A proposed, segmented public improvements site map is attached for your reference. A portion of segment 3 and all of segment 6 make up the current proposed project (Figure 3).

The City of Wayzata intends for the Consultant to provide design services through the bidding of the project, construction staking, and general construction assistance (shop drawing review, etc.). The City is also requesting an estimate for construction inspection services, as an alternate. The project shall also consider that existing signage in the project area be updated to meet upcoming retro-reflectivity requirements and City wayfinding goals.

In 2008, a construction estimate (Figure 4) was prepared for all segments shown in Figure 3. Consultant shall make their best effort to provide an updated preliminary construction estimate as part of the submittal.

Note: Current project includes approximately two-thirds (2/3) of segment 3 and all of segment 6.



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4.0 SCOPE OF SERVICES

The City of Wayzata is requesting services of a consultant to provide full design and construction administration services for the development of a street reconstruction project. The scope of services includes:

1. Topographic Survey and Mapping
 - a. City of Wayzata and Presbyterian Homes will provide any available topographic information.
 - b. Consultant shall verify information provided and perform any supplemental topographic survey work needed.
 - c. Prepare necessary easement descriptions and exhibits. Assume four (4) parcels.
2. Prepare for, attend, and facilitate four (4) regularly scheduled design coordination meetings with City
 - a. Meetings may need to include Hennepin County, Presbyterian Homes, and Minnehaha Creek Watershed District (MCWD), as necessary, to review design alternatives and receive comments.
 - b. Prepare for and attend up to four (4) "neighborhood" meetings to receive initial comments and concerns and share design with adjacent property owners and general public. One (1) of these meeting will be an open house format.
 - c. City of Wayzata will provide meeting space for each of the above-described meetings.
3. Traffic Signal Design
 - a. Preparation of a signal justification letter
 - b. Design should assume temporary signal plans for two major stages of construction.
 - i. Current intersection
 - ii. New intersection
 - c. Design of temporary and permanent signal operations will need to be interconnected with adjacent Central Ave/Wayzata Blvd intersection (Hennepin County jurisdiction)
 - d. Design deliverables will require review by both City of Wayzata and Hennepin County.
 - e. Turning movement data is available and will be provided to consultant.
 - f. Intersection should be evaluated for appropriateness of flashing yellow arrow.
 - g. Intersection should be designed to be APS ready. If required, fully APS.
4. Streetscape Design
 - a. Streetscape design shall complement previous work on Wayzata Blvd and Superior Blvd, including street lighting on Superior Blvd.
 - b. Streetscape plans shall include, but not be limited to, landscaping, median treatments, sidewalk, and irrigation.
5. Storm Sewer Design and Permitting
 - a. It is anticipated that less than 10,000 ft² of new impervious will be created but, BMP's should be evaluated.
 - b. BMP evaluation should be considered for possible grant funding through MCWD.
 - c. City of Wayzata is permitting authority (LGU) for storm water management.
6. Prepare plans and specifications.
 - a. Submittals shall be made to the City at the 50% and 95% stages of design.
 - b. Recommend project phasing, budgets, and schedule.
7. Coordinate bidding of the project via QwestCDN, or equal.



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- a. Bid administration, addendum preparation.
8. Construction services
 - a. Construction surveying/staking.
 - b. Coordination of signal timing for temporary and permanent conditions with Hennepin County.
 - c. Maintain a log of all submittals (shop drawings, materials, etc.).
 - d. Collect Certificates of Compliance and verify products are on approved project list.
9. As-built documentation
10. Alternate: Construction Observation
 - a. Provide on-site construction verification inspection during all pertinent construction activities.
 - b. Complete daily inspection reports, material certification and project correspondence.
 - c. Conduct and document field reviews of traffic operations.
 - d. Conduct and document Contractor field reviews and SWPPP compliance.
 - e. Verify quantity calculations, field measure for payment purposes, and write communications.
 - f. Document changes in plans and specifications for as-built preparations.
 - g. Schedule material testing.
11. Alternate: Contract Administration
 - a. Preconstruction meeting
 - b. Weekly progress meetings with contractor and City
 - c. Prepare Pay Applications

5.0 NATURE OF THE PROPOSED RELATIONSHIP

The successful Consultant will be hired by the City on a contractual basis and will perform the services required as an Independent Contractor and shall not be deemed as an employee of the City. The Consultant will be responsible for payment of all his or her own payroll taxes and payment of all withholding amounts including, but not limited to, State and Federal income tax, FICA, and other types of payroll taxes.

Services will be performed by the Consultant and neither the services nor the contract will be delegable without the express written consent of the City.

6.0 GENERAL STATEMENT OF QUALIFICATIONS

1. Firm name, address and telephone number
2. Years established
3. Types of services particularly qualified to perform design of project
4. Names of principals
5. Names of key personnel, experience of each, and length of service with the firm
6. Number of staff usually employed
7. Outside consultants proposed to be used on this project
8. List of five (5) completed projects of similar scale and scope for which the individual/firm was the principal professional, including client contact.
9. At least three references that can be contacted by local staff; include names and telephone numbers.



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7.0 SPECIFIC PROJECT INFORMATION

Description of the project approach you would typically take in designing, organizing and completing a project of this type

1. Identification of work to be completed by your firm as it relates to this Request for Proposal.
2. Identification of any and all additional consultants who may be used by your firm to complete this project.
3. Identification of the key personnel who would be assigned to work on this project.
4. Listing of the types of services or assistance you would require from the City.
5. Project schedule.

8.0 ESTIMATED FEES

1. Submit your firm's estimate of the proposed fees for the services outlined in this Request for Proposal.
2. Depending upon clarity and precise scope of services, the fee can be negotiated.

9.0 EVALUATION CRITERIA AND CONTRACT AWARD

1. Understanding of the requirements of this project.
2. Responsiveness of proposal to submittal requirements identified in this Request for Proposal.
3. Relevance and suitability of the project approach and schedule to meet the needs of the City.
4. Qualifications and expertise of the key personnel to be assigned to this project.
5. Background experience of the firm and the project team as it directly relates to this project.
6. Record of past performances on similar projects.
7. Comments and opinions provided by references.
8. Quality and cost control procedures to be used on this project.
9. Firm's ability and willingness to commit the key personnel to this project.
10. Clarity, conciseness, and organization of the proposal.
11. The award of contract will be made to the most qualified firm utilizing the above criteria and as a result of negotiations. The determination of most qualified firms rests solely with the City of Wayzata.

FIGURE 1



FIGURE 2

Option 2 – Wayzata Alignment

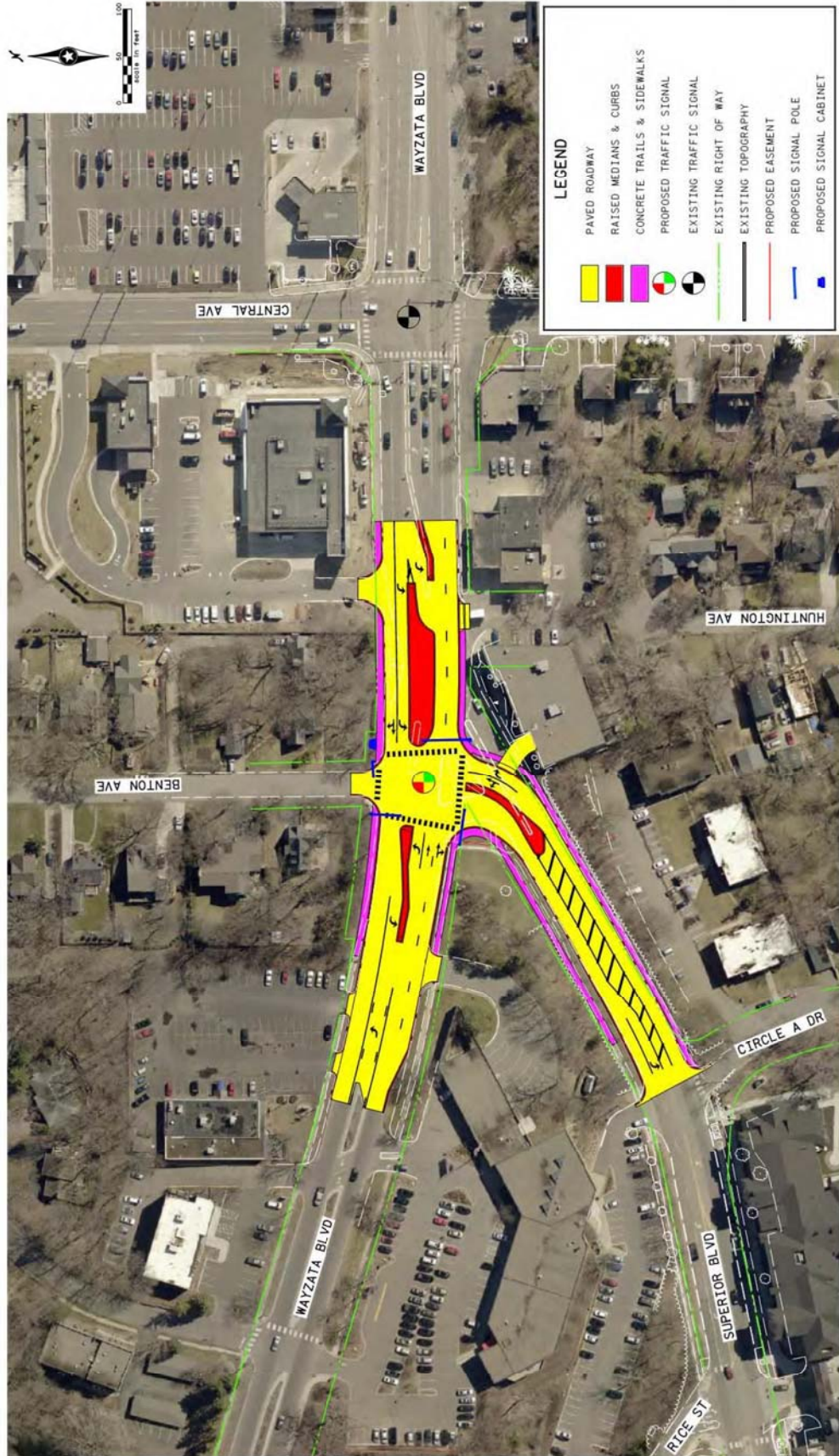
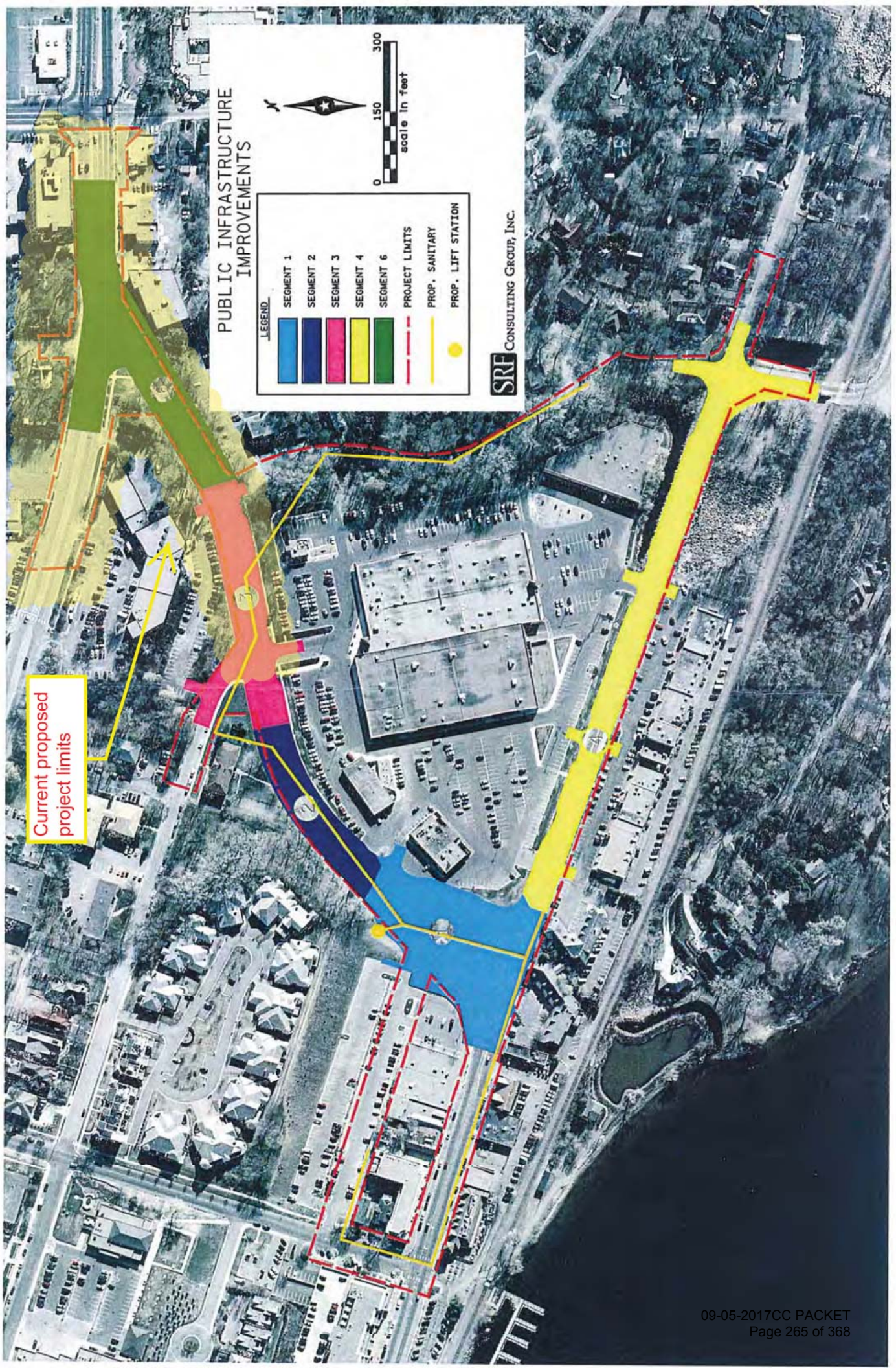


FIGURE 3



**CONCEPT LEVEL CONSTRUCTION COST ESTIMATE
CITY OF WAYZATA
FEB. 2008
(DRAFT FOR REVIEW)**

FIGURE 4

NOTES	ITEM NUMBER	ITEM DESCRIPTION	UNIT	SEGMENT 3			SEGMENT 6		
				UNIT PRICE	ESTIMATED QUANTITY	TOTAL AMOUNT	UNIT PRICE	ESTIMATED QUANTITY	TOTAL AMOUNT
ROADWAY QUANTITIES									
	2021.501	MOBILIZATION	LUMP SUM	\$16,000	1	\$16,000	\$25,000	1	\$25,000
	2101.511	CLEARING AND GRUBBING	TREE	\$200	25	\$5,000	---	---	---
	2104.500	REMOVALS	LUMP SUM	\$40,000	1	\$40,000	\$55,000	1	\$55,000
	2104.501	REMOVE SANITARY SEWER	LIN FT	---	---	---			
	2104.501	REMOVE WATERMAIN	LIN FT	---	---	---			
	2104.509	REMOVE SANITARY MANHOLE	EACH	---	---	---			
	2104.509	REMOVE HYDRANT	EACH	---	---	---			
	2105.501	COMMON EXCAVATION	CU YD	\$5	4,500	\$22,500	\$5	10,000	\$50,000
	2105.522	SELECT GRANULAR BORROW (CV)	CU YD	\$10	2,700	\$27,000	\$10	4,000	\$40,000
	2105.604	GEOTEXTILE FABRIC TYPE V	SQ YD	---	---	---	---	---	---
	2211.503	AGGREGATE BASE (CV) CL 5	CU YD	\$25	1,600	\$40,000	\$25	2,300	\$57,500
	2301.501	CONCRETE PAVEMENT	SQ YD	---	---	---	---	---	---
	2357.500	BITUMINOUS PAVEMENT	TON	\$55	1,000	\$55,000	\$55	1,300	\$71,500
	2501.500	DRAINAGE SYSTEM	LUMP SUM	\$50,000	1	\$50,000	\$80,000	1	\$80,000
	2503.602	PVC WYE	EACH	---	---	---	---	---	---
	2503.603	8" SANITARY SEWER SYSTEM	LIN FT	---	---	---	---	---	---
	2503.603	4" SANITARY SEWER SERVICE	LIN FT	---	---	---	---	---	---
	2504.602	1" CORPORATION STOP	EACH	---	---	---	---	---	---
	2504.602	1" CURB STOP AND BOX	EACH	---	---	---	---	---	---
	2504.602	HYDRANT	EACH	---	---	---	---	---	---
	2504.603	8" WATERMAIN SYSTEM	LIN FT	---	---	---	---	---	---
	2504.603	1" TYPE K COPPER PIPE	LIN FT	---	---	---	---	---	---
	2531.501	CONCRETE CURB AND GUTTER DESIGN	LIN FT	\$12	2,600	\$31,200	\$12	3,100	\$37,200
	2563.601	TRAFFIC CONTROL	LUMP SUM	\$15,000	1	\$15,000	\$50,000	1	\$50,000
	2564.600	SIGNING AND STRIPING	LUMP SUM	\$5,000	1	\$5,000	\$10,000	1	\$10,000
	2565.511	TRAFFIC CONTROL SIGNAL SYSTEM AT SUPERIOR BLVD. AND WAYZATA BLVD. E.	LUMP SUM	---	---	---	\$200,000	1	\$200,000
	2565.511	TRAFFIC CONTROL SIGNAL SYSTEM AT LAKE ST. E. AND BROADWAY AVE. S.	LUMP SUM	---	---	---	---	---	---
	2565.511	TRAFFIC CONTROL SIGNAL SYSTEM AT LAKE ST. E. AND SUPERIOR BLVD.	LUMP SUM	---	---	---	---	---	---
	2575.555	TURF ESTABLISHMENT AND EROSION CONTROL	LUMP SUM	\$5,000	1	\$5,000	\$10,000	1	\$10,000
ROADWAY SEGMENT SUBTOTALS						\$311,700			\$686,200
ROADWAY CONTINGENCIES (20%)						\$62,340			\$137,240
ROADWAY SEGMENT SUBTOTALS + CONTINGENCIES						\$374,040			\$823,440
STREETSCAPE QUANTITIES									
	2105.607	STRUCTURAL SOIL BORROW PLANTING MEDIUM (CV)	CU YD	\$110	---	---	\$110	---	---
	2521.501	EXPOSED AGGREGATE WALK	SQ FT	\$8	3,780	\$30,240	\$8	14,985	\$119,880
	2521.501	4" EXPOSED AGGREGATE MEDIAN MAINTENANCE STRIP (1.5' WIDTH)	SQ FT	\$8	1,267	\$10,136	\$8	1,083	\$8,664
	2540.602	BENCH	EACH	\$1,600	1	\$1,600	\$1,600	---	---
	2540.618	CLAY PAVERS	SQ FT	\$10	420	\$4,200	\$10	1,665	\$16,650
	2540.602	TRASH RECEPTACLE	EACH	\$1,200	2	\$2,400	\$1,200	2	\$2,400
	2540.602	BIKE RACK	EACH	\$600	1	\$600	\$600	2	\$1,200
	2545.602	STREET LIGHTING	EACH	\$7,000	12	\$84,000	\$7,000	8	\$56,000
	2564.602	BANNERS	EACH	\$200	12	\$2,400	\$200	8	\$1,600
	2571.502	DECIDUOUS TREE 3" CAL B&B	TREE	\$500	33	\$16,500	\$500	42	\$21,000
	2571.502	LOW MAINTENANCE SHRUB/PERENNIAL MEDIAN PLANTINGS	SQ FT	\$9	4,763	\$42,867	\$9	4,872	\$43,848
	2571.502	IRRIGATION FOR MEDIAN PLANTINGS	SQ FT	\$2	4,763	\$9,526	\$2	4,872	\$9,744
	2571.602	TREE GRATE & FRAME	EACH	\$950	---	---	\$950	---	---
STREETSCAPE SEGMENT SUBTOTALS						\$204,469			\$280,986
STREETSCAPE CONTINGENCIES (20%)						\$40,894			\$56,197
STREETSCAPE SEGMENT SUBTOTALS + CONTINGENCIES						\$245,363			\$337,183
ROADWAY AND STREETSCAPE SEGMENTS (SUBTOTALS + CONTINGENCIES)						\$619,403			\$1,160,623
PROFESSIONAL STAFF FEES FOR DESIGN, ADMINISTRATION, AND LEGAL SERVICES (20%)						\$123,881			\$232,125
SEGMENT TOTALS						\$743,283			\$1,392,748



August 25, 2017

Mike Kelly, City Engineer/Asst. Director of Public Works
City of Wayzata
299 Wayzata Boulevard West
Wayzata, MN 55391

**Re: Reconstruction of Wayzata Blvd/Superior Blvd Intersection and Superior Blvd
from Rice Street to Wayzata Blvd**

Dear Mr. Kelly:

WSB & Associates, Inc. (WSB) is pleased to submit this proposal to provide engineering design services for the above referenced project. And offer these keys to a successful project:

1. Collaboration with Stakeholders: Brad and the WSB team understand the importance of working collaboratively with the Presbyterian Homes team and other stakeholders. In addition to the technical collaboration related to roadway design, signals and storm water elements, being responsive to any requests for information or other items will be a strong priority for this team.
2. Cooperative approach to preparing plans & Specifications: WSB has strong familiarity with the site and roadways in the project area. We understand the project will begin with the City's approved layout and will require the selected consultant to provide the necessary details, such as, construction phasing, roadway design, signals, and streetscape elements to bid a successful project.
3. Proven Project Team: WSB's Project Manager, Brad Reifsteck, has successfully delivered projects for the City of Wayzata. Brad's understanding of City Standards and Regulatory requirements will make certain that the project maintains budget and schedule parameters.

We appreciate the opportunity to assist the City of Wayzata in delivering a successful project. If you have any questions or require additional information, please do not hesitate to contact us.

Sincerely,

WSB & Associates, Inc.

Brad Reifsteck
Project Manager
(763) 512-5243



Firm Profile

WSB & Associates, Inc. is a Minnesota owned consulting firm providing services in the civil engineering, planning, environmental, and construction fields. Founded in 1995, WSB has grown to 150 staff members, driven by a passion to meet challenges with new and innovative approaches. *We have developed a corporate culture that values creativity, long-lasting relationships, and high technical standards.* This culture allows us to offer our clients expertise that delivers cost effective, thoughtful, and successful projects. WSB meets our clients' needs with service offerings in these primary areas:

- Municipal engineering
- Community planning
- Transportation/traffic engineering
- Water resources engineering
- Environmental planning
- Environmental compliance
- Structural engineering
- Water/wastewater engineering
- Energy services
- Right of way services
- Information systems services
- Construction administration
- Survey and construction staking

As our clients' needs have changed and expanded, WSB has extended itself to meet those new requirements. We are committed to offering our clients the technical excellence needed to face the challenges presented by today's infrastructure and environment. Through selective hiring and ongoing training, we continually develop our staff's capabilities, both in technical skills and in softer skills such as careful listening, flexibility, and leadership.

WSB & Associates, Inc.

701 Xenia Avenue South, Suite 300
Minneapolis, MN 55416
(763) 541-4800

Established in 1995 (22 years of service)

Firm Principals

Andi Moffatt, Andy Brotzler, Bob Barth, Bret Weiss, Brian Bourassa, Chuck Rickart, DeAnna Leseman, Derek Schmidt, Don Sterna, Greg Johnson, Jack Corkle, Jason Amberg, Jay Kennedy, Jeff Michniewicz, John Mackiewicz, Jon Chiglo, Justin Messner, Kevin Wold, Kian Sabeti, Kyle Klasen, Mark Erichson, Mike Nielson, Mike Rief, Morgan Dawley, Sean Delmore, Todd Hubmer

Key Personnel / Length of Service

Brad Reifsteck – Project Manager
Experience with WSB: 3 years

Erik Seiberlich – Transportation (Lighting/Signal)
Experience with WSB: 4 years

Bailey Krause – Landscape Architectural Design
Experience with WSB: 2 years

Mark Anderson – Inspector
Experience with WSB: 12 years

Pete Bade – Survey
Experience with WSB: 15 years

Katy Thompson – Water Resources
Experience with WSB: 3 years

James Soltis – Civil Engineer
Experience with WSB: 4 years

Number of Employed Staff

430 employees

Proposed Subconsultants

Our project team possesses the necessary expertise and experience to perform the outlined deliverables, per the RFP; WSB will not require the use of subconsultants on the proposed project.

Similar Project Experience



CSAH 101 Traffic Study

Hennepin County and the City of Minnetonka

Hennepin County and the City of Minnetonka selected WSB to complete preliminary design, final design and environmental documentation for the reconstruction of CSAH 101 between CSAH 62 (crosstown) and Hutchins Drive in the City of Minnetonka. The project also included public and agency engagement.

CSAH 101 was a former trunk highway that received turnback funds from MnDOT to bring the roadway up to standards. As part of the project, WSB was charged with developing several different alternatives for the corridor. WSB evaluated a two-lane facility (what it was), a three-lane and a four-lane divided option. Concepts were developed for new intersection control at key locations and sidewalk and trail alternatives were also developed. A citizen's advisory committee was used during the process to develop and evaluate the various concepts. In the end, the agencies and the public agreed that a three-lane facility was appropriate with multiuse trails and upgraded intersections, including a new traffic signal at an elementary school and an off-set intersection.

As part of this project WSB completed the following:

- Multiple public meetings including the involvement of a citizen's advisory committee
- Section 6f conversion approved by the DNR
- Discretionary EAW
- 60%, 90% and final plans sets, specifications (Division S, SS, ST and SL) and cost estimate
- Three Signal Justification Reports (SJRs)
- Phase 1 Environmental Review and Phase 2 Environmental Investigations
- State Aid Approval
- Hennepin County Approval
- Constructability Review
- Utility Coordination
- Bid Preparation
- Construction Administration Support
- Community Engagement Support

Reference

Contact: Will Manchester, City Engineer, Minnetonka
Phone: 952-938-8200



2030 Inver Grove Heights Transportation Plan

City of Inver Grove Heights, MN

WSB led the development of the City of Inver Grove Heights' 2030 Transportation Plan, which was an element of the overall City of Inver Grove Heights 2030 Comprehensive Plan. This transportation plan identified many key multimodal transportation needs related to roadway, bicycle/pedestrian and transit facilities in the City of Inver Grove Heights. The plan was completed according to Metropolitan Council requirements.

Reference

Contact: Thomas J. Kaldunski, City Engineer, Inver Grove Heights

Phone: (651) 450-2572

Minneapolis – 42nd Street

City of Minneapolis, MN

WSB was selected to help Minneapolis lead the final design for 42nd Avenue between Xerxes and Lyndale Avenue in Northwest Minneapolis. The 2-mile long project was accelerated with the project taking 11 weeks to go from a Kick-off meeting to full 90% plan sets. The design was completed in 3D and the 118 pedestrian ramps were all designed to be ADA compliant. The project included the design of 3 traffic signals, 88 lighting units in 3 systems, signing & striping and staging & traffic control.

As part of this project WSB completed the following:

- 60%, 90% and final plans sets, specifications (Division S, SS, ST and SL) and cost estimates
- Three Signal Justification Reports (SJRs)
- Phase 1 Environmental Review and Phase 2 Environmental Investigations
- State Aid Approval
- Constructability Review
- Utility Coordination
- Bid Preparation
- Construction Administration Support
- Community Engagement Support

Reference

Contact: Bill Prince, Traffic Engineer, City of Minneapolis

Phone: (612) 673-3901

Wayzata Boulevard from TH12 to Central Avenue

City of Wayzata, MN

WSB proposed the following work tasks for the Wayzata reconstruction project:

- Resurface the existing pavement from TH 12 to Ferndale Road
- Pavement resurfacing, including minor lane configuration changes, and the addition of curb and gutter to facilitate sidewalk installation near Wayzata West Middle School will occur from Ferndale Road to just east of Barry Avenue.
- Significant configuration changes will occur from Barry Avenue to Benton Avenue. These changes include narrowing the overall roadway width, the addition of fourteen-foot-wide landscaped medians, bump outs at key pedestrian crossings, and boulevard trees on both the north and south sides of the street.



The proposed design for Wayzata Boulevard, between Minnetonka Avenue and Superior Boulevard, has been significantly modified based on resident input from the July 12, 2011 neighborhood meeting.



37th Street Bridge Replacement

Saint Louis Park, MN

WSB was retained by the City of St. Louis Park to replace the aging West 37th Street Bridge spanning Minnehaha Creek. The intent of the project was to raise the 37th Street Bridge to eliminate flooding and erosion at the bridge when the water elevation rises in the late spring due to spring thaw and the opening of the Lake Minnetonka Dam. With the raised profile of the bridge, West 37th Street and a section of Boone Avenue roadway needed to be reconstructed to match the new bridge profile. As part of this project WSB completed the following:

- Visualizations showing the proposed bridge from both 37th Street and Minnehaha Creek perspectives
- Hydrologic and bridge hydraulics analyses for permitting agency approvals from the MnDOT State Aid and Bridge offices, as well as from Minnehaha Creek Watershed District
- Review of the floodplain fill required to elevate the roadway and bridge out of the floodplain, wetland delineations, and design of compensatory floodplain storage and wetland basin
- 60%, 90% and final plans sets, specifications (Division S, SS, ST and SL) and cost estimates
- Roadway lighting improvements and color changing LED lighting integral to the new bridge
- Signing & striping and staging & traffic control
- Coordination with local businesses to mitigate impacts



Project Understanding

The City of Wayzata is seeking a consultant to design, and coordinate the reconstruction of the intersection at Wayzata Boulevard and Superior Boulevard between Rice Street and Wayzata Boulevard. The project consists of the reconstruction of the roadway, a new signal and intersection layout aligned with Benton Ave, Lighting and includes associated streetscape element to be consistent with previously completed nearby improvements. We have thoroughly reviewed and researched the items identified in the Request for Engineering Design Services Proposal and propose to complete all the services identified in house without the need for outside consultants. We understand that the project includes the following general construction activities.

1. Roadway Reconstruction

- Curb removals and replacement
- Full depth pavement replacement with added center medians
- Review of existing signage and City wayfinding goals
- Landscaping, irrigation and turf restoration
- Storm sewer improvements as identified during preliminary design

2. Stormwater quality improvements identified during the preliminary design where the potential to make improvements exists.

3. New Signal and Lighting Improvements

4. Streetscape elements to enhance the corridor similar to previous segments constructed.

Consultant services sought for this project include:

- Verify existing topographic survey of project area
- Preliminary and final design of street reconstruction
- Preparation of plans and specifications
- Project cost estimates
- Recommendations on phasing and schedule
- Construction Staking and general construction assistance
- Estimated construction administration and inspection services as an alternate

WSB has completed numerous projects similar to this and have the staff and expertise to complete all of the tasks requested while providing the City with unparalleled creativity and innovation. The WSB staff proposed for this project are experts in their fields and are listed in the Key Personnel section of this proposal.

Project Approach and Work Plan

We recognize that the City has been working with Presbyterian Homes to coordinate public improvements around their new development in downtown Wayzata since 2008. The final improvement project includes the segment of Superior Boulevard, from Rice Street to Wayzata Boulevard, including the realignment of the Wayzata Boulevard / Superior Boulevard Intersection as approved by the City Council in July 2017.

Preliminary Project Review

The first step that WSB will take to make certain this project is successfully developed is to perform a Preliminary Project Review on our own prior to the project kickoff meeting noting specific issues for the project area. This will allow us to gain an understanding of many key issues prior to meeting with the City staff, and develop discussion topics for the kickoff meeting. This review has already commenced during the preparation of this proposal. We have provided an updated construction cost estimate as requested per the RFP. The items and estimated pricing is based upon similar project experience with the City of Wayzata and other Hennepin County communities as shown in Appendix B of this proposal.

Potential issues uncovered during this step include:

- Potential options for median design including storm water BMP's
- Opportunities for stormwater quality improvements
- Constructability
- Traffic signal and pedestrian crossing improvements
- Retaining wall and sidewalk improvements along Wayzata Boulevard.

Project Kickoff Meeting

Following our preliminary review of the project area, we will meet with City staff to review the project and discuss:

- Goals for the project
- The scope of the project and project schedule
- Agency coordination, including watershed districts, the School District, private utilities.
- Issues noted during our preliminary review, and others as identified by City staff
- Specific information we need from the City to proceed

Project Site Visit

This aspect of the process is critical. We will schedule a site visit with City staff to gain a greater understanding of the project area and to make certain our effort remains focuses on the key project components. The site visit will be scheduled so that we will have completed a review of the as-builts and the existing pavement information prepared by the City public works crews. The goal of the site visit is to identify and discuss specific project issues with City staff members in the field so that our subsequent efforts can remain focused on the key project components.

Project Communication/Public Involvement

High level and open communication throughout the project with property owners, regulatory agencies and local businesses is valuable to us so that we can use the discussion to shape our final recommendations and the end product. High-level communication will result in informed property owners and, ultimately, overall project acceptance.

We recognize the value of information meetings and open houses, and have included these as part of our project scope.

Plan and Specification Preparation

Within the first 30 days of work, we will set the horizontal and vertical alignments for each segment and use these to develop construction limits to gain a better understanding of the property impacts and any easements required. We will develop easement sketches and descriptions and will work towards completing a fifty (50) percent set of plans for presenting at a neighborhood open house. Once an accepted preliminary layout is approved, the final design and details of the plans will begin and include Traffic Control, Phasing, Signals, Lighting, Drainage and Streetscape Elements. The details will be coordinated with the regulatory agencies and all stakeholders throughout the entire design process so no surprises are faced during the final review of the ninety-five-complete set of plans and specifications. Our goal is to create a set of documents that are clear, concise, and easy for contractors to price.

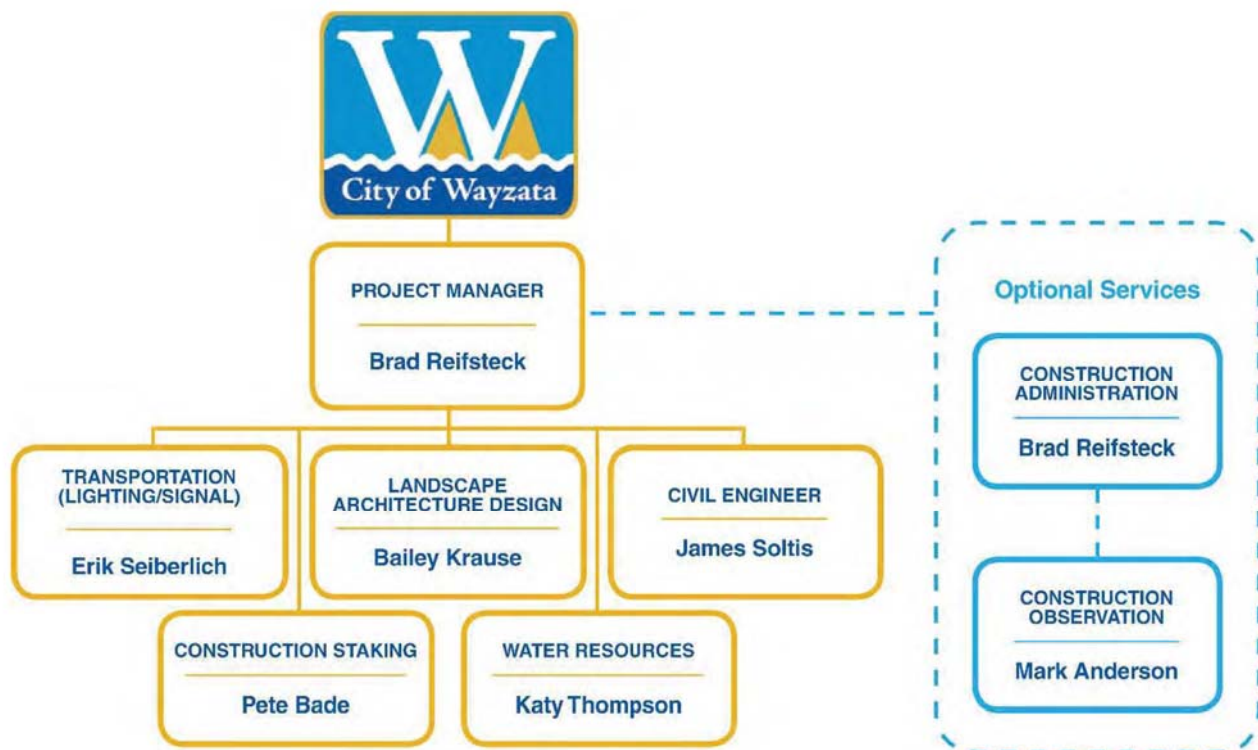
City Assisted Services

WSB has a proven working relationship with the City of Wayzata as evident by the many successful roadway reconstruction projects completed over the past several years. In the past, the services the City has been responsible for include the following:

- Hosting and attending the bid opening,
- Tabulation of the bids,
- Recommending award to the selected contractor,
- Compiling and issuing the contracts for construction

It is our understanding that the City will continue to provide these services, therefore, we have not included these tasks as part of our scope of work for this project.

Key Personnel



Brad Reifsteck, PE

Project Manager/Municipal/Civil Lead

Role/Responsibility: Brad will manage the final design and construction phase and assist throughout the design development stage.

Brad is a Senior Project Manager with more than 25 years of civil engineering experience. He has a wide range of municipal project experience ranging from small local communities to highly urbanized environments. Brad's has extensive experience in urban roadway design including bikeway, staging and traffic control, geometric design, drainage and signals and lighting. He also has a wide range of municipal project experience, including street reconstruction, trails, parking lots, stormwater management, site development, sanitary sewer collection, and water distribution systems for many Minnesota municipalities and agencies. His experience as project manager includes supervising the design and construction teams for all municipal type projects and collaborating with all stakeholders to deliver successful projects on schedule and within budget. Brad has extensive project experience managing Roadway and Bike trail projects. Some of these include:

- 2017 Street Reconstruction Project, Wayzata, MN
- 2017 Pavement Management Program, North St Paul, MN
- Connections at Shingle Creek Bikeway Trail, Brooklyn Park, MN

Erik Seiberlich

Transportation (Lighting/Signal)

Erik is a Senior Project Manager at WSB with more than 16 years of experience delivering and managing traffic engineering projects. He is an expert in the areas of traffic signal and intersection design, signing, striping, roadway lighting, and traffic operations, including traffic impact analysis and traffic simulation models. Some examples of Erik's similar experience include leading the traffic effort for two City of Minneapolis projects, the 42nd Avenue Reconstruction Project and Hennepin Avenue Reconstruction from Lake Street to 36th Avenue Project; leading the design of traffic elements of the CSAH 12 Corridor Improvements project in Stillwater, and managing the traffic work for the 37th Street Reconstruction Project; Erik also recently completed the Blake Road Corridor Study in Hopkins, and the West Meadows Traffic Impact Study in Rochester.

Bailey Krause

Landscape Architectural Design

Bailey is a landscape architectural designer who has contributed her graphical skills to a range of projects such as streetscape design, comprehensive planning, and a variety of park and trail designs. Her graphics will be used to help visualize the project's vision and give a sense of what the space will look like after construction.

Bailey's skillset includes both hand and computer generated renderings, and range from conceptual schematic graphics to more detailed and illustrative designs approaches. Her visuals will be assisted by the use of Adobe Design Suite CS6, SketchUp, AutoCad, and artistic hand renderings.

Mark Anderson

Inspector

Mark will be responsible for the construction observation. He has more than 20 years of experience in the construction field. Many of those years he worked for utility contractors in positions ranging from laborer to foreman and knows firsthand how to deal with construction issues. Mark is MnDOT certified and specializes in reconstruction projects. He excels at resident relations and develops firm, fair relationships with contractors. Mark recently served as the construction observer on the City of Woodbury's Bailey Lake Trunk Sanitary Sewer, Eagle Brook Church, and Ashton Ridge Subdivision projects.

Pete Bade

Survey

Pete is a National Society of Professional Surveyors Level III Certified Survey Technician and Survey Crew Chief with over 20 years of experience. He manages a survey crew performing preliminary design surveys, right of way surveys, and construction staking on large, complex transportation projects. Pete has provided construction staking services for private, municipal, county, and state entities and assures quality work flow between the owner and contractor.

Pete is experienced in utilizing Trimble GPS equipment and Trimble Robotic Total Stations to ensure accurate and efficient staking procedures. He utilizes the full capabilities of his equipment and the use of detailed proposed surfaces for construction staking, allowing him to effectively respond to all project needs. Pete's experience and knowledge in construction plan interpretation is a critical component on all construction projects for quality control and plan verification. He is also an efficient MicroStation and AutoCad user and is equipped with a laptop to utilize project design files in the field as additional support through the construction staking process.

Katy Thompson

Water Resources

Katy is a water resources engineer with over ten years of experience in water resources design on the west coast and in Minnesota. She applies her engineering background to hydrologic and hydraulic modeling of natural and developed watersheds to support work in drainage system design, construction, and water rights projects. She has worked on and managed projects ranging from large-scale federal flood control projects to small-scale creek restorations for private property owners. Katy's role for the project will be to provide water resource subject matter expertise.

James Soltis

Civil Engineer

James is a graduate engineer with experience with municipal roadway and utility projects. His work includes the preparation of feasibility reports, completing detailed street and utility designs, and providing construction administration/observation services. James also is proficient with AutoCAD Civil 3D.

Project Schedule

Below is a list of the major work tasks and proposed dates for achievement. Assuming a Notice to Proceed is issued on September 6, 2017, we propose the following schedule:

- Consultant Notice to Proceed.....September 6, 2017
- Data Collection / Topo Survey / GeotechnicalWeek of September 11, 2017
- Kickoff Meeting with Stakeholders.....Week of September 18, 2017
- 50% Design Complete.....Week of October 9, 2017
- Neighborhood Open House.....Week of October 23, 2017
- Stakeholder meeting.....Week of October 30, 2017
- 95% Design Complete.....Week of December 4, 2017
- Stakeholder Meeting.....Week of December 11, 2017
- 100% Design Complete.....Week of January 8, 2017
- Council Authorize ad for bid.....January 16, 2018
- Bid Opening.....February 8, 2018
- Council Awards Contract.....February 20, 2018
- Begin Construction.....May 2018
- Substantial Completion.....August 2018
- Final Completion..... September 2018
- As-built Drawings complete.....October 2018

Estimated Fees

This project is more complicated than a simple street reconstruction project because of the added complexities of traffic control, signals, lighting and streetscape elements. As such, we have included the tasks and associated costs we believe are needed to complete this project at a level that will meet or exceed the expectations of the City Council and the affected stakeholders. Ultimately, if we are selected for this project we will review the complete task list with City staff and will modify our scope of work at the City's direction. This could include adding or deleting tasks based on the City's needs. Our detailed work plans and fees are designed to meet the scope of work needed to complete the project in a timely manner and we are committed to our plan and fees as outlined regardless of the cost of construction.

WSB & Associates will complete the scope of work and deliverables described in the RFP and our proposal, on an hourly basis for a total fee summarized as follows:

Tasks 1- 4 Design & Bidding:	\$49,831.00
Task 5 Construction Services:	\$17,988.00
Total:	\$67,819.00

WSB & Associates has also provided the complete scope of work for the alternate services described in the RFP, on an hourly basis for a total fee summarized as follows:

Task 6 Contract Administration:	\$16,082.00
Task 7 Construction Observation:	\$76,545.00
Total:	\$92,627.00

We will bill for our services on a monthly basis in accordance with our Client-Engineer Professional Services Agreement with the City. The project will occur during 2017 and 2018, and we will review our hourly rates for potential modification at the end of 2017. In the event that the hourly rates change for the staff associated with the project, we propose to maintain the same not-to-exceed cost outlined in the proposal.

A detail, spreadsheetformat, of the consultant fees is included in Appendix A.

Appendix A



Exhibit A - WSB & Assoc. Inc.
ESTIMATE OF COST
PROJECT NAME
For Project Controls
CLIENT NAME

CONSTRUCTION SERVICES										MUNICIPAL										STRUCTURES										SURVEY										TOTAL																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																										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Staff Name/Resource Name	703	75	27	40	35	48	322	64	18	56	79	61	30	Total =
Mark Anderson														
Brad Rebeck														
Eric Krause														
Bailey Krause														
James Solis														
Eric Seifertich														
Joe Budney														
Pete Bude														
Mary Shwartz														
Generic														

Hourly Rate	\$140.00	\$140.00	\$140.00	\$140.00	\$140.00	\$140.00	\$140.00	\$140.00	\$140.00	\$140.00	\$140.00	\$140.00	\$140.00	\$140.00
Total Salary Costs	\$74,200.00	\$10,500.00	\$3,780.00	\$5,600.00	\$4,900.00	\$10,500.00	\$14,000.00	\$14,000.00	\$14,000.00	\$14,000.00	\$14,000.00	\$14,000.00	\$14,000.00	\$14,000.00
Subtotal	\$74,200.00	\$10,500.00	\$3,780.00	\$5,600.00	\$4,900.00	\$10,500.00	\$14,000.00	\$14,000.00	\$14,000.00	\$14,000.00	\$14,000.00	\$14,000.00	\$14,000.00	\$14,000.00
Other Costs														
Total Estimate	\$74,200.00	\$10,500.00	\$3,780.00	\$5,600.00	\$4,900.00	\$10,500.00	\$14,000.00	\$14,000.00	\$14,000.00	\$14,000.00	\$14,000.00	\$14,000.00	\$14,000.00	\$14,000.00

Appendix B



Concept Level Construction Cost Estimate
 WSB Project Number: 01204-530
 City of Wayzata - Reconstruction of Wayzata Blvd / Superior Blvd
 Date: 08/25/2017
 Engineer's Opinion of Probable Cos

LINE NO.	ITEM NO.	ITEM DESCRIPTION	UNIT	TOTAL QUANTITY	UNIT COST	ESTIMATED COST	Segment 3		Segment 6	
							ESTIMATED		ESTIMATED	
							QUANTITY	COST	QUANTITY	COST
SCHEDULE A - ROADWAY QUANTITIES										
1	2021.501	MOBILIZATION	LUMP SUM	1.0	\$20,800	\$20,800	0.20	\$4,160	0.80	\$16,640
2	2101.511	CLEARING & GRUBBING	TREE	20	\$750	\$15,000	8.00	\$6,000	12.00	\$9,000
3	2104.501	REMOVE CURB & GUTTER	LIN FT	4150	\$5	\$20,750	350.00	\$1,750	3800.00	\$19,000
4	2104.503	REMOVE CONCRETE WALK	SQ FT	2600	\$8	\$20,800	100	\$800	2500	\$20,000
5	2104.505	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ YD	550	\$10	\$5,500	100	\$1,000	450	\$4,500
6	2104.505	REMOVE CONCRETE PAVEMENT	SQ YD	6000	\$16	\$96,000	1500	\$24,000	4500	\$72,000
7	2104.505	REMOVE BITUMINOUS PAVEMENT	SQ YD	5000	\$4	\$20,000	500	\$2,000	4500	\$18,000
7	2104.509	REMOVE FOUNDATION	EACH	5	\$1,000	\$5,000	0	\$0	5	\$5,000
8	2104.511	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	400	\$6	\$2,400	300	\$1,800	100	\$600
9	2104.513	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	400	\$4	\$1,400	100	\$350	300	\$1,050
10	2104.523	SALVAGE & REINSTALL HYDRANT	EACH	1	\$3,500	\$3,500	0	\$0	1	\$3,500
11	2105.501	COMMON EXCAVATION	CU YD	7000	\$9	\$63,000	1000	\$9,000	6000	\$54,000
12	2105.522	SELECT GRANULAR BORROW (CV)	CU YD	7000	\$17	\$119,000	1000	\$17,000	6000	\$102,000
13	2105.604	GEOTEXTILE FABRIC TYPE V	SQ YD	15100	\$2	\$30,200	1500	\$3,000	13600	\$27,200
14	2112.501	SUBGRADE PREPARATION	ROAD STA	16	\$250	\$4,000	3.5	\$875	12	\$3,000
15	2211.501	AGGREGATE BASE CLASS 5	TON	4550	\$17	\$77,350	750	\$12,750	3800	\$64,600
16	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	585	\$4	\$2,340	85	\$340	500	\$2,000
17	2360.501	TYPE SP 12.5 WEARING COURSE MIXTURE (3,C)	TON	1650	\$70	\$115,500	400	\$28,000	1250	\$87,500
18	2360.502	TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,C)	TON	1500	\$70	\$105,000	250	\$17,500	1250	\$87,500
19	2411.618	MODULAR BLOCK RETAINING WALL	SQ FT	1000	\$30	\$30,000	0	\$0	1000	\$30,000
20	2503.602	CHIMNEY SEALS	EACH	6	\$300	\$1,800	2	\$600	4	\$1,200
21	2504.602	ADJUST VALVE BOX-WATER	EACH	6	\$250	\$1,500	2	\$500	4	\$1,000
22	2506.516	CASTING ASSEMBLY (SANITARY)	EACH	6	\$500	\$3,000	2	\$1,000	4	\$2,000
23	2506.522	ADJUST FRAME & RING CASTING (SANITARY)	EACH	6	\$600	\$3,600	2	\$1,200	4	\$2,400
24	2521.501	4" CONCRETE WALK	SQ FT	3050	\$5	\$15,250	350	\$1,750	2700	\$13,500
25	2531.507	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	550	\$50	\$27,500	100	\$5,000	450	\$22,500
26	2535.501	CONCRETE CURB & GUTTER DESIGN B6	LIN FT	3550	\$12	\$42,600	350	\$4,200	3200	\$38,400
27	2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$60,000	\$60,000	0.20	\$12,000	0.8	\$48,000
28	2565.511	TRAFFIC CONTROL SIGNAL SYSTEM	SIG SYS	1	\$200,000	\$200,000	0.0	\$0	1.0	\$200,000
29	2575.555	TURF ESTABLISHMENT AND EROSION CONTROL	LUMP SUM	1	\$15,000	\$15,000	0.2	\$3,000	0.8	\$12,000
30	2564.600	SIGNING & PERMANENT PAVEMENT MARKINGS	LUMP SUM	1	\$15,000	\$15,000	0.2	\$3,000	0.8	\$12,000
SUBTOTAL SCHEDULE A ROADWAY QUANTITIES						\$1,142,790		\$162,575		\$980,090
10% CONTINGENCY						\$114,279		\$16,258		\$98,009
TOTAL SCHEDULE A ROADWAY QUANTITIES						\$1,257,069		\$178,833		\$1,078,099
SCHEDULE B - STREETScape QUANTITIES										
31	2021.501	MOBILIZATION	LUMP SUM	1.0	\$13,878	\$13,878	0.10	\$1,388	0.9	\$12,490
32	2521.501	EXPOSED AGGREGATE WALK	SQ FT	0	\$10	\$0		\$0		\$0
33	2521.501	4" EXPOSED AGGREGATE MEDIAN MAINTENANCE STRIP (1.5' WIDTH)	SQ FT	2350	\$10	\$23,500	1267	\$12,670	1083	\$10,830
34	2540.602	BENCH	EACH	0	\$1,600	\$0		\$0		\$0
35	2540.618	CLAY PAVERS	SQ FT	0	\$10	\$0		\$0		\$0
36	2540.602	TRASH RECEPTACLE	EACH	4	\$1,200	\$4,800	2	\$2,400	2	\$2,400
37	2540.602	BIKE RACK	EACH	3	\$1,000	\$3,000	1	\$1,000	2	\$2,000
38	2545.602	STREET LIGHTING	EACH	18	\$7,000	\$126,000	6	\$42,000	12	\$84,000
39	2564.602	BANNERS	EACH	18	\$200	\$3,600	6	\$1,200	12	\$2,400
20	2571.502	DECIDUOUS TREE 3" CAL B & B	TREE	57	\$350	\$19,950	15	\$5,250	42	\$14,700
21	2571.502	LOW MAINTENANCE SHRUB/PERENNIAL MEDIAN PLANTINGS	SQ FT	9635	\$9	\$86,715	4763	\$42,867	4872	\$43,848
22	2504.601	IRRIGATION SYSTEM	LUMPSUM	2	\$5,000	\$10,000	1	\$5,000	1	\$5,000
						0		\$900		\$0
SUBTOTAL SCHEDULE B STREETScape QUANTITIES						\$291,443		\$113,775		\$177,668
10% CONTINGENCY						\$29,144		\$11,377		\$17,767
TOTAL SCHEDULE B STREETScape QUANTITIES						\$320,588		\$125,152		\$195,435
GRAND TOTAL SCHEDULE A + B + CONTINGENCY						\$1,577,657		\$303,985		\$1,273,534

CITY OF WAYZATA

Wayzata Boulevard/Superior Boulevard Reconstruction



August 25, 2017

Mr. Mike Kelly, PE
City Engineer/Assistant Director of Public Works
City of Wayzata
299 Wayzata Boulevard West
Wayzata, MN 55391

Subject: Professional Engineering Services for the Reconstruction of Wayzata Boulevard/Superior Boulevard Intersection and Superior Boulevard from Rice Street to Wayzata Boulevard

Dear Mr. Kelly and Members of the Selection Committee:

The City of Wayzata has requested design assistance for one of the last significant segments of public infrastructure around the Presbyterian Homes development in downtown Wayzata. The proposed improvements to Superior Boulevard and Wayzata Boulevard will complete the vision that SRF helped shape 10 years ago. Our team will bring unmatched value to the City of Wayzata.

Project Understanding

The City of Wayzata is requesting assistance from an experienced consultant to complete the final design for the reconstruction of the Superior Boulevard/Wayzata Boulevard intersection and the segment of Superior Boulevard that extends to Rice Street. The project includes a significant revision to the current intersection geometrics and a new traffic signal. As one of the busiest areas in Wayzata, the project location will require a carefully thought out construction phasing plan to ensure vehicle and pedestrian safety. Many of the existing streetscape and lighting themes along Superior Boulevard and Wayzata Boulevard can be continued into the project area.

Project Approach

SRF has a thorough understanding of the project area based on 10 years of planning, design, and careful coordination with City of Wayzata staff. We have reviewed the RFP and discussed the project with City staff to get a clear view of your goals and objectives. We have developed our approach to the project to deliver a quality design by establishing a collaborative effort involving the City of Wayzata and other project stakeholders, including Presbyterian Homes and adjacent property owners.

Identified below are the key tasks in our project approach. We've also laid out a project schedule (page 3) that meets the City's goal of completing 100% final design by January 31, 2018. It is important that SRF and Wayzata have an early discussion to review our proposed scope of work, confirm assumptions, verify the design parameters, and be on the same page as the project begins.

www.srfconsulting.com

One Carlson Parkway North, Suite 150 | Minneapolis, MN 55447-4443 | 763.475.0010 Fax: 763.475.2429

An Equal Opportunity Employer

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Project Management

Effective project management, including coordination of major project activities, is the cornerstone of a successful project process. A strong, experienced project manager is key to the success of this project. The ideal project manager should have extensive experience on all aspects of the project to successfully guide the team and coordinate the design process. Our Project Manager, **Steve Miller**, is highly qualified to manage all aspects of the Superior Boulevard/Wayzata Boulevard project and deliver a quality design at the best value. Steve will be supported by **Matt Hansen**, Project Principal; both Steve and Matt will maintain regular contact with City staff to coordinate the work and maintain the project schedule.

Public Involvement

Neighborhood meetings and a project open house will be led by SRF. Matt Hansen and Emily Gross will present project information and facilitate discussion. Both Matt and Emily have extensive experience with the project and have presented materials to adjacent neighborhoods and the City Council.

Preliminary & Final Design

Our approach will include review of the concept geometric layout previously prepared by SRF and approved by the City. Due to our team's extensive background with the conceptual development of this project and previous projects in the area, our designers will be able to efficiently begin work immediately upon authorization. Our preliminary design work will include:

- » Finalizing the roadway geometrics
- » Storm sewer design
- » Preliminary streetscape and lighting design
- » Temporary traffic signal design and construction staging layout

Our design team will work with City staff and project stakeholders to refine specific project elements during the preliminary design. Final design will include:

- » Preparation of final construction plans
- » Project specifications and bid documents
- » Final construction cost estimates



The design team will use SRF's Quality Control (QA/QC) process to ensure accuracy. An internal quality check will be performed on every deliverable – from meeting minutes to storm water computations to final roadway plans – to ensure accuracy and completeness.

Additional Consultants

SRF has discussed the project parameters with two subconsultants:

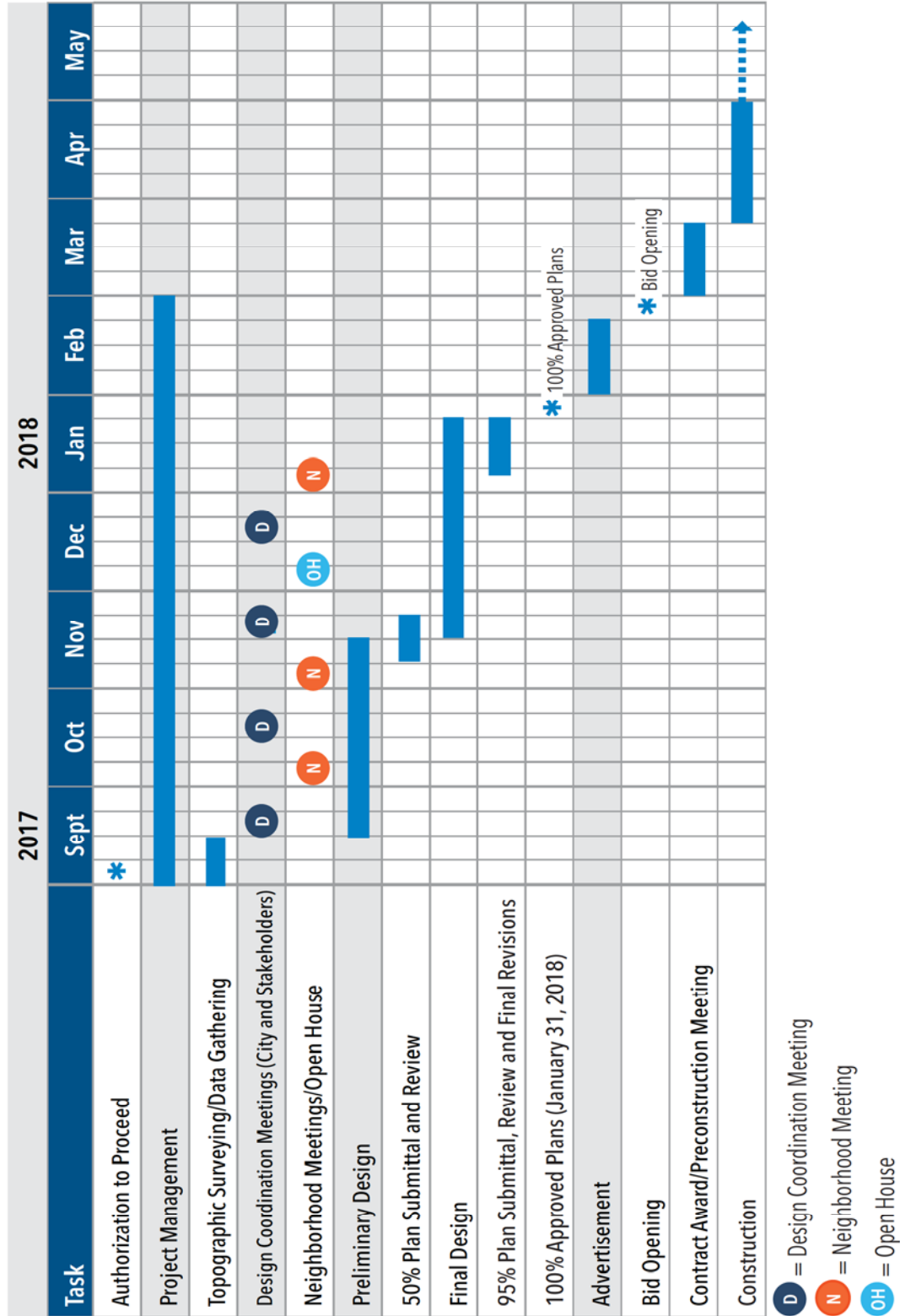
- » **American Engineering and Testing** is familiar with the project area and is available to provide soil borings, pavement cores, and geotechnical design recommendations. They can also provide construction materials testing during construction.
- » **Main Line Consultants** is also prepared to assist with the project by providing irrigation design services.

If SRF is selected, we propose to review the qualifications and costs of both firms with City staff prior to subcontracting with them.



Through respectful conversations with agencies and the public, we can better understand the needs of the community and respond with creative and cost-effective solutions.

Project Schedule



Firm Information

SRF Consulting Group, Inc.

One Carlson Parkway North, Suite 150
Plymouth, MN 55447-4443

Phone: 763-475-0010

Website: www.srfconsulting.com

Established: 1961

Number of Employees: 350

For more than 55 years, SRF has helped to strengthen communities across the Midwest. As a full-service consulting firm, SRF's multidisciplinary staff routinely collaborate to complete complex infrastructure projects. SRF's long-term client relationships truly reflect our ability to provide quality and award-winning services.

SRF's services include:

- » Highway, municipal, traffic, water resources, and structural engineering
- » Transportation, transit, environmental, community, and land use planning
- » Landscape architecture and urban design
- » Project controls: cost estimating and scheduling
- » Site development
- » Intelligent transportation systems
- » Real estate: acquisition, relocation and appraisal
- » Visualization
- » Surveying
- » Construction administration and observation

SRF is a 100% employee-owned company headquartered in Plymouth with an office in Saint Paul. We also have offices in Wisconsin, North Dakota and Nebraska. Our engineers, planners, and designers are committed to finding creative and innovative solutions for projects and performing work that is accurate, complete, and on schedule.

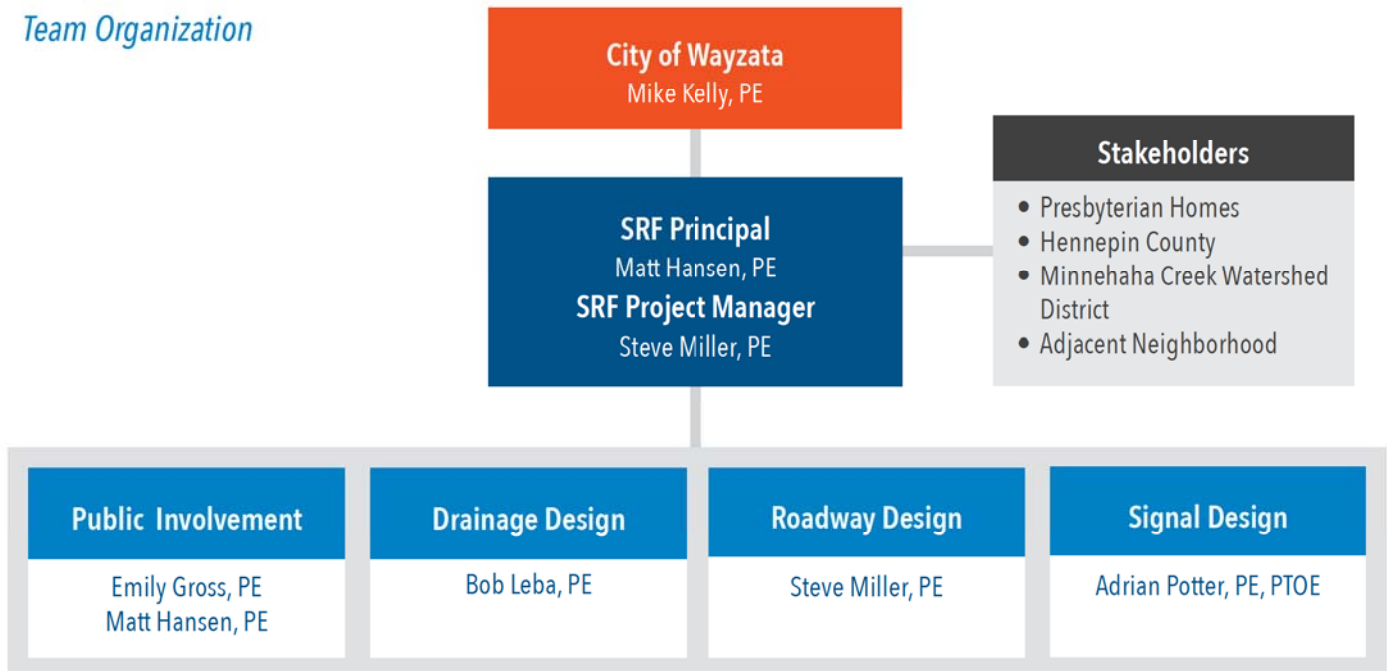
SRF's active principals lead knowledgeable, skilled professionals who are driven by the desire to be the best in their field and to help clients create vibrant, livable communities and sustainable transportation systems.



Principal & Key Personnel

SRF has substantial and in-depth experience in the planning, design and construction supervision of municipal streets, utilities and related facilities. We are skilled at addressing a variety of roadway issues and have developed the tools and techniques that allow us to be extremely efficient in our work. Additionally, we understand the importance of early coordination with private utility owners, railroads, watershed districts, and other agencies. SRF has assembled a qualified team of professionals to deliver this project for the City of Wayzata. Our team members have completed several comparable projects throughout Twin Cities metro area and have established relationships with all agencies expected to be involved with this project. The organizational chart below illustrates our team structure.

Team Organization



Project Management

Project Principal Matt Hansen, PE, and Project Manager Steve Miller, PE, are long time members of SRF's Municipal Engineering group. Matt and Steve each have more than 20 years of experience providing engineering expertise on a variety of municipal roadway and utility improvement projects. They will work closely to oversee the SRF team and manage the project schedule, budget, and deliverables, and ensure the Wayzata Boulevard/Superior Boulevard project meets the City of Wayzata's expectations.

The qualifications and experience of Matt, Steve, and our project team members are presented on the following pages. Staff resumes are followed by relevant project examples and client references.



Matthew Hansen, PE, LS | Project Principal & Public Involvement

Serving as the Project Principal, Matt will oversee the SRF team and provide guidance as needed. Matt will also participate in public engagement activities.

Years with SRF: 23

Matt has 28 years of experience providing surveying and engineering skills in a variety of roadway and utility improvement projects, including municipal streets and utilities, and County State Aid and Trunk Highway design projects. He is experienced in preparing feasibility studies and preliminary roadway layouts, construction plans and specifications, cost estimates, permit applications, right of way and easement descriptions, and contract documents. He frequently manages complex municipal improvement projects and coordinates them through multiple agency reviews and approvals.

Areas of Expertise

- » Project Management
- » Preliminary and Final Design
- » Municipal Street and Utility Improvements
- » Agency Coordination
- » Contract Administration
- » Right of Way Descriptions

Education

Bachelor of Science in Survey Engineering, Iowa State University, 1987

Registrations

Professional Engineer: Minnesota #21364 and Idaho #11541

Land Surveyor: Minnesota #21364 and Iowa #12355

Professional Affiliations

American Public Works Association

City Engineers Association of Minnesota

Minnesota Society of Professional Surveyors

American Society of Civil Engineers

Continuing Education

SRF Quality Management Training

Relevant Project Experience

City of Eden Prairie Shady Oak Road Street and Utility Improvements, Minnesota. SRF provided preliminary and final design, wetland delineation, permitting, and right of way acquisitions services for Phase I and Phase II of the CSAH 61 (Shady Oak Road) Improvement project. Shady Oak Road was converted to a four-lane divided roadway with right and left turn lanes provided at intersections. The project also included a new interchange bridge at CSAH 61/TH 212, the addition of off-road trails, reconstruction of traffic signals, stormwater conveyance and treatment. Matt served as Project Principal, participated in the public engagement, and was also responsible for preparing and reviewing legal descriptions and exhibits for street and utility improvements and coordinating with appraisal reviews.

City of Wayzata Superior Boulevard and Lake Street Realignment, Minnesota.

In 2008, the City of Wayzata undertook a 10-year program to reconstruct the public roadways and utilities in the downtown Wayzata area. Matt served as project manager to oversee more than \$12 million of street, storm sewer, sanitary sewer, water main, and traffic signal improvements. Each project was constructed under traffic requiring detailed construction staging plans and construction sequencing layouts to maintain pedestrian access to downtown businesses and restaurants.

City of Eden Prairie TH 212/Prairie Center Drive Preliminary and Final Design, Minnesota. Project Manager for intersection reconstruction that included a new traffic signal and additional turn lanes.

City of Eden Prairie Charlson Road/TH 212 Preliminary and Final Design, Minnesota. Project Manager for this roadway reconstruction project that included widening TH 212, new traffic signals, pedestrian box culvert, reconstruction staging and traffic control.

Mille Lacs CSAH 26 Preliminary Design for Roadway and Trail Improvements, Mille Lacs County, Minnesota. Developed preliminary layouts to assess impacts to culturally sensitive areas adjacent to the corridor.

Isanti County Road 70 Preliminary and Final Design, Isanti County, Minnesota. Currently developing preliminary design for one mile of new roadway that includes coordination with the adjacent community college campus.



Steve Miller, PE | Project Manager & Roadway Design Lead

Serving as the Project Manager, Steve will lead the day-to-day activities of the SRF team and also manage the project schedule, budget, and deliverables. Steve will also lead the roadway design and preparation of plans and specifications for the project.

Years with SRF: 21

Steve has 21 years of civil engineering experience involving a variety of private, municipal and highway projects. His engineering background includes project management, site design, roadway design, drainage, construction document preparation, and construction observation. Clients include a variety of public agencies throughout the metro area with an emphasis on municipal infrastructure. Steve has extensive experience in preparing contract documents for federally funded projects. Steve also has 13 years of municipal and highway construction experience and applies that experience to practical design.

Areas of Expertise

- » Project Management
- » Preliminary and Final Design
- » Streets and Highways
- » Trails
- » Utilities
- » Storm Sewer
- » Construction Documents
- » Federally Funded Projects
- » Construction Administration

Education

B.S.C.E., University of Minnesota Institute of Technology

Registration

Professional Engineer: Minnesota #41327

Continuing Education

SRF Quality Management Training

Relevant Project Experience

Minnesota Ballpark Authority 7th Avenue North Reconstruction Design and Construction Services, Minneapolis, Minnesota. Project Manager and Design Engineer on this federally funded bikeway, street reconstruction, and streetscape project. This project administered by the Minnesota Ballpark Authority was in complete compliance of the American Recovery and Reinvestment Act and reconstructed two city blocks of concrete roadway in less than eight weeks.

Scott County CSAH 17/42 Interchange, Minnesota. SRF Project Manager on this federally funded interchange reconstruction project. This interchange project converted a two-lane rural roadway to a four-lane divided, separated grade interchange. Rehabilitation of the existing roadway through leveling and profiling improved this deficient facility to modern arterial standards.

City of Maple Grove Bass Lake Road (CSAH 10)(CSAH 101), Minnesota. Served as Project Engineer on this federally funded four-lane urban reconstruction project from concept development to construction administration. Complex staging of this project involved extensive leveling, milling, overlay and traffic control.

City of Brooklyn Park Zane Avenue Reconstruction, Minnesota. Full engineering services for reconstructing a major collector street in a high-profile redevelopment area.

City of Minneapolis Nicollet Mall Redesign, Minnesota. SRF is part of the consultant team developing a vision and concept for the Nicollet Mall redesign, from Grant Street to Washington Avenue in downtown Minneapolis. Steve managed the engineering design team to replace the very old sanitary sewer beneath the Nicollet Mall roadway surface in advance of this high-profile project. Understanding the complex underground utility infrastructure and historical tunnels was critical to the design. Steve also worked closely with SRF's staff engineers to apply statutory roadway design rules to various cross streets.

City of Minneapolis 3rd Avenue South, Minnesota. SRF performed engineering services for the complete reconstruction of this busy downtown Minneapolis corridor from Grant Avenue to Washington Avenue. Steve's role as lead design engineer included performing comprehensive utility mapping, utility repairs, new storm sewer, and wall-to-wall resurfacing of the roadway and sidewalks.



Years with SRF: 8

Emily Gross, PE | Public Involvement

Emily will lead the public involvement activities.

Emily has been with SRF's traffic engineering group since 2009. She currently manages a wide range of traffic and multimodal studies. Emily is well versed in all aspects of transportation planning and engineering throughout the Midwest, including data collection techniques, traffic forecasting, traffic simulations, transit, multimodal facilities, concept development, and public engagement. She is also a member of the NCITE Pedestrian and Traffic Safety Committee.

Areas of Expertise

- » Traffic Impact and Corridor Studies
- » Parking Studies
- » Simulation Modeling
- » Trail Crossing Studies
- » Public Engagement
- » Cost Allocation

Education

Bachelor of Civil Engineering, University of Minnesota, 2011

Registration

Professional Engineer: Minnesota #53187

Professional Affiliations

Institute of Transportation Engineers

Tau Beta Pi – Engineering Honor Society

Chi Epsilon – Civil Engineering Honor Society

Continuing Education

SRF Quality Management Training

Relevant Project Experience

Wayzata Boulevard/Superior Boulevard Intersection Evaluation Study, Wayzata, Minnesota. Emily worked closely with City staff to develop and evaluate two intersection configurations. This intersection is the gateway to the downtown area. The goals of project were to identify a concept that would provide safe and efficient operations for both vehicles and pedestrians. For this project, Emily presented at a City Council workshops.

Robert Street Improvement Project, West St. Paul, Minnesota. The objective of this study was to identify/evaluate safety and operational issues (access, crash and traffic operations) along the corridor. Additional analysis was completed to determine how off-corridor intersections would be impacted when Robert Street is under construction, including analysis of construction staging and temporary improvements throughout the study area. Emily participating in open houses for the project to receive neighborhood feedback.

University of Minnesota Ambulatory Care Center (ACC) Traffic and Parking Services, Minneapolis, Minnesota. Responsible for technical analysis of the parking and traffic review for the Ambulatory Care Center (renamed as the University of Minnesota Health Clinics and Surgery Center). This study included creating a custom parking model to estimate the demand at the facility, performing a trip generation analysis, evaluating traffic operations at the study intersection and internal drop-off/pick-up area, reviewing pedestrian/bicyclist connections to the site, and developing travel demand management strategies. Emily participating in open houses for the project to receive neighborhood feedback.

CSAH 75 Pedestrian Crossing Study, Saint Joseph, Minnesota. Emily is the project manager for this study. CSAH 75 is a four-lane divided, high speed arterial roadway that runs through the heart of the city. The goal of this project is to recommend improvements at the key intersections along the corridor to create a safe pedestrian crossing environment through this section of the corridor. Emily coordinated the public engagement meetings including open houses and City Council workshops.



Years with SRF: 19

Bob Leba, PE | Drainage Design Lead

Bob will lead the drainage design for the project.

Bob has 19 years of experience in highway engineering, with expertise in drainage design for complex highway and interchange projects. His experience includes working with regulatory agencies to successfully obtain wetland, water quality, and erosion control related permits. He has also designed storm sewer systems, retention ponds, and open channels; performed hydraulic/hydrologic modeling; and implemented best management practices for rural and urban highway projects.

Areas of Expertise

- » Preliminary and Final Drainage Design
- » Highway and Site Drainage Design
- » Storm Sewer and Utility Design
- » Hydraulic and Hydrologic Modeling
- » Stormwater Best Management Practices Design
- » Wetland, Water Quality, and Erosion Control Permitting
- » Construction Document and Plan Preparation

Education

Bachelor of Science in Civil Engineering,
Iowa State University, 1997

Registration

Professional Engineer: Minnesota #41951

Certification

MnDOT Design of Stormwater Pollution
Prevention Plans

Continuing Education

SRF Quality Management Training

Relevant Project Experience

City of Lakeville CSAH 9 (Dodd Boulevard), Minnesota. Bob managed the final drainage design for this four-lane expansion project in Dakota County. On behalf of the City of Lakeville, Bob designed 1.3 miles of storm sewer system to meet State Aid requirements and implemented two ponds to provide water quality and rate control for the project improvements. Bob also coordinated the design with Dakota County staff, who performed the final roadway design efforts.

City of St. Cloud 33rd Street South, Minnesota. Bob managed the drainage design for this road improvement project, which involved geometric improvements and the addition of a roundabout at the existing intersection. More than 3,500 feet of storm sewer was designed to meet State Aid standards. The existing drainage infrastructure was integrated into the proposed stormwater management system, which provided treatment and attenuation of the project runoff and adjacent commercial areas.

Hennepin County CSAH 81 Reconstruction, Crystal and Brooklyn Park, Minnesota. Bob managed the design of the drainage system for this one-mile-long urban reconstruction project. He also coordinated the drainage design with the comprehensive plans of surrounding municipalities and the existing infrastructure. He worked with the watershed district to obtain the required stormwater permits and secure funding for enhanced stormwater treatment ponds.

Olmsted County TH 63/CSAH 16 Interchange, Minnesota. Bob served as the project manager for this county road and trunk highway interchange, which serves as the primary access to Rochester International Airport. Bob coordinated the design of a new bridge and two roundabouts to improve the capacity and safety of the interchange. He worked with Olmsted County, MnDOT, City of Rochester, Rochester International Airport, and the FAA to deliver this fast-paced, high profile project. Bob also led the public involvement and utility coordination as well as provided construction support to the County.

Anoka County 21st Avenue (CSAH 14) Reconstruction. Bob performed the detailed drainage design for this intersection modification project. The project involved the addition of a left turn lane to the existing county road. In addition, a local access road to the CSAH 14/I-35E interchange was removed to improve safety. The existing storm sewer was modified to accommodate the median removal and turn lane addition. Bob coordinated with the Watershed District to secure the required stormwater permits.



Years with SRF: 19

Adrian Potter, PE, PTOE | Signal Design Lead

Adrian will lead the temporary and permanent traffic signal design on the project, including coordination with Hennepin County signal staff. He will also provide input on SRF's work for the signing, pavement markings, and work zone traffic control.

Adrian has 18 years of experience in traffic and transportation engineering. His responsibilities include pavement marking and signing plan design, signal timing, traffic forecasting, signal justification reports, work zone traffic control design, benefit-cost analysis studies, Intelligent Transportation Systems design, and preparation of plans and estimates for traffic signal systems.

Areas of Expertise

- » Traffic Signal Design
- » Signal Timing
- » Traffic Forecasting and Modeling
- » Traffic Studies
- » Benefit-Cost Analysis
- » Traffic Signing Design
- » Pavement Markings
- » Work Zone Traffic Control

Education

M.B.A., University of Minnesota, 2001

B.S.C.E., University of Iowa, 1997

Registration

Professional Engineer: Minnesota #42785
and Wisconsin #41294

Certification

Professional Traffic Operations Engineer
(PTOE) #2371

Professional Affiliations

Institute of Transportation
Engineers (Associate Member)

Toastmasters International

Continuing Education

SRF Quality Management Training

Relevant Project Experience

City of Bloomington Lindau Lane Grade Separation, Minnesota. As part of a large project to deliver the preliminary and final design for the lowering of Lindau Lane on the north side of the Mall of America, SRF designed three new permanent traffic signals and one construction temporary signal to City of Bloomington standards. All three signals were interconnected using fiber optic cable, used video detection, and had the capability of employing flashing yellow arrow left turn operations. In addition, SRF provided temporary and permanent signal timing plans for the project.

I-94 at 7th Street Ramp Project, Minneapolis, Minnesota. Performed the design of a traffic signal, signing, and striping on both I-94 and city street, and worked on establishing necessary detour routes and detour signing plans. Coordination efforts and meetings with MnDOT and city staff were key to develop well-thought-out traffic design solutions on this project. Also developed the Transportation Management Plan, which documented the development of the staging and traffic control philosophies of the project so they could be consulted during construction activities.

City of West St. Paul Robert Street Improvements Traffic Signals, Minnesota. Managed the design of 11 permanent traffic signals spanning the length of the city. The design included fiber-optic interconnect, APS push buttons, and pedestrian countdown timers. All signals were designed to employ flashing yellow arrow left turn operations and point/tilt/zoom cameras for traffic monitoring were installed on every signal. The project also included 15 temporary traffic signals for use during construction. Also involved in the design of signing and pavement markings and the development of the Transportation Management Plan for the project.

City of Maple Grove, Grove Area Signal Design and Timing, Minnesota. Design engineer for traffic engineering design. Signal design for four intersections and development of coordinated timing plans for 10 signals along Maple Grove Parkway and Dunkirk Lane, near their interchange with I-94. Implemented and fine-tuned signal plans and addressed any issues with the City.

City of Maple Grove, Maple Grove Parkway Traffic Signal Design and Timing, Minnesota. Adrian designed four signals (Upland Lane, Hospital Drive, 99th Avenue, CSAH 81) to employ video detection technology and fiber-optic interconnect, guiding the entire project from conception through construction. In addition, timely adaptations to approved project designs were made during construction to accommodate a need for a surveillance camera by the city. Also worked on developing signal timing along the Maple Grove Parkway corridor.

Completed Projects

The matrix below highlights projects completed by SRF that had comparable design, coordination, and construction tasks as the Wayzata Boulevard/Superior Boulevard project. Descriptions of these five projects are included on the following pages.

Experience Matrix

Project Client Contact	Traffic Signals	Streetscaping/ Lighting	Construction Staging	County Coordination	Construction Observation & Support
Lake Street/Superior Boulevard Reconstruction City of Wayzata Mike Kelly, City Engineer/Assistant Public Works Director	✓	✓	✓		✓
Singletree Lane/Flying Cloud Drive Reconstruction City of Eden Prairie Randy Newton, Assistant City Engineer	✓	✓	✓	✓	✓
Duckwood Drive Overpass City of Eagan Russ Matthys, Public Works Director	✓	✓		✓	✓
CSAH 30: County Road 101 to Dunkirk Lane City of Maple Grove Ken Ashfeld, Public Works Director	✓	✓	✓	✓	✓
CSAH 61 (Shady Oak Road) Preliminary & Final Design City of Eden Prairie Robert Ellis, Public Works Director	✓	✓	✓	✓	✓

Client References

City of Eden Prairie

Randy Newton

Assistant City Engineer/Traffic Engineer

8080 Mitchell Road

City Center

Eden Prairie, MN 55344-4485

(952) 949-8339 | rnewton@ci.eden-prairie.mn.us

City of Eagan

Russ Matthys

Director of Public Works

3830 Pilot Knob Road

Eagan, MN 55122-1897

(651) 675-5646 | rmatthys@cityofeagan.com

City of Maple Grove

Kenneth G. Ashfeld

Director of Public Works/City Engineer

12800 Arbor Lakes Parkway North

PO Box 1180

Maple Grove, MN 55311-6180

(763) 494-6351 | kashfeld@maplegrovern.gov



Lake Street and Superior Boulevard Reconstruction | City of Wayzata

The City of Wayzata has seen significant redevelopment of the Wayzata Bay Shopping Center Area. This 14.5 acre site, when complete, will include:

- » 130,000 square feet of new retail space
- » 250 senior housing units
- » 225 condos or rental apartments
- » Hotel with 80 to 100 rooms

SRF was retained by the City to design the roadway improvements and sanitary sewer system that will be needed to accommodate the increased vehicular and pedestrian traffic and wastewater produced by the redevelopment.

SRF prepared the final roadway and utility plans for Lake Street and Superior Boulevard, and the realignment of the Lake Street/ Superior Boulevard intersection. The street and utility design included a sophisticated construction sequencing plan that maintained access, as well as sewer and water service, to the existing businesses in the project area during construction. Additional design components included:

- » Sanitary sewer lift station
- » Streetscaping/landscaping
- » Lighting
- » Traffic signals
- » Watermain



SRF also provided construction staking and assisted the City with construction administration and inspection.



Singletree Lane and Flying Cloud Drive Reconstruction | City of Eden Prairie

Singletree Lane provides direct access to the City of Eden Prairie's Major Center Area (MCA). This important roadway links the circulatory regional traffic on Prairie Center Drive to Eden Prairie's retail district and the Eden Prairie Center regional mall. SRF was retained by the City to:

- » Analyze traffic volumes and patterns
- » Develop a streetscape amenity template
- » Design street and utility improvements

SRF's design provided an enhanced pedestrian environment that included wide sidewalks, benches, landscaping, decorative lighting, and ADA compliant pedestrian crossings at minor street crossings and signalized intersections. Our professional services included:

- » Traffic engineering
- » Landscape architecture
- » Traffic signal modifications
- » Municipal street and utility design
- » Construction inspection and surveying

SRF worked with City staff and the contractor during construction to maintain full access to adjacent businesses.





Duckwood Drive Overpass | City of Eagan

Duckwood Drive is the final piece in the City of Eagan's Central Area Ring Road concept, connecting the roadway to Denmark Avenue, Northwood Parkway and Central Avenue. The new overpass provides an alternative route for drivers who wish to avoid the Yankee Doodle Road/Pilot Knob Road intersection. The City used federal funds to complete the plan development and construction. Agency coordination was required to facilitate construction on MnDOT's right-of-way, and also with Dakota County who required upgrades to the signal and turn lanes on Pilot Knob Road.

After completion of a preliminary layout, SRF worked with the City to develop an approved set of plans, specifications, and estimate for the Duckwood Drive overpass. Our work included preparing a Project Memorandum and detailed construction plans.

The design of the roadway and bridge accommodated a 35 mph design speed and included a 44-foot wide, three-lane urban roadway with trail and pedestrian walk facilities. The plans included grading, aggregate base, bituminous base and wearing course, concrete curb and gutter, storm sewer, trail, sidewalk, lighting, bridge, utility relocations, erosion control and final restoration. Utility conflicts included the City's 30-inch watermain and MnDOT's fiber-optic line, which was in the vicinity of the east

abutment of the bridge. Subsurface Utility Engineers (SUE) was utilized to locate those utilities.

SRF performed construction administration and inspection services for the City following the Delegated Contract Process. In addition, SRF was identified as the Business Liaison for the City to address issues affecting businesses during construction. Construction was completed in November 2011, which was noteworthy since the project was delayed due to the state government shutdown in July 2011.





CSAH 30: County Road 101 to Dunkirk Lane | City of Maple Grove

The City of Maple Grove and Hennepin County applied for and received Federal Aid to reconstruct CSAH 30 between County Road 101 and Dunkirk Lane. SRF provided preliminary design, environmental documentation, and final design services for the 1.7-mile long project in 2007.

The roadway reconstruction included revising the current roadway footprint from a two-lane rural roadway to a four-lane urban roadway with storm sewer, a new stormwater culvert crossing for Rush Creek, trails, and three new signal systems.

SRF developed a detailed preliminary design and layout for use in identifying project issues and social, economic and environmental impacts as part of an Environmental Assessment / Environmental Assessment Worksheet, and final design and construction documentation preparation for the project.

SRF also performed traffic forecasting and analysis, noise monitoring and analysis, wetland delineation, mitigation planning and permitting.





TH 62/CSAH 61 (Shady Oak Road) Preliminary & Final Design – Phase I | City of Eden Prairie

The City of Eden Prairie selected SRF to provide preliminary and final design, wetland delineation, permitting, and right of way acquisitions services for Phase I of the CSAH 61 (Shady Oak Road) Improvement project.

The project was in the Capital Improvement Plan for both Eden Prairie and Hennepin counties; however, the timeline was accelerated by United Health Group's (UHG) development in the southeast quadrant of TH 62 and CSAH 61. Project approval included coordination with the City of Eden Prairie, the City of Minnetonka, Hennepin County, MnDOT and UHG.

The upgrades focused on the TH 62/CSAH 61 interchange, with CSAH 61 being converted from a four-lane roadway to a four-lane divided roadway, and right and left turn lanes provided at the intersections. Off-road trails were also added to both sides of CSAH 61 to improve pedestrian and bicycle traffic connectivity. The entire corridor will be upgraded to become ADA and PROWAG compliant.

The project included reconstruction of three traffic signals as well as signal timing adjustments to optimize increased traffic flows. In addition to the capacity and safety improvements along CSAH 61, a roundabout was constructed on City West Parkway at the intersection of the new UHG entrance. SRF also coordinated with the Nine Mile Creek watershed district to improve the stormwater conveyance and treatment within the project area.

SRF provided construction administration and construction staking for Phase I.



After the City of Eden Prairie secured Transportation Economic Development (TED) funding, SRF completed final design for Phase II, which continues the improvements south to the interchange at TH 212.

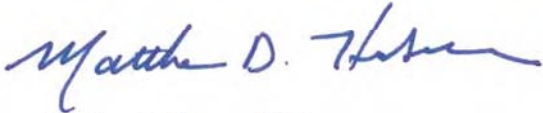
Basis of Payment/Budget

The attached work plan includes a spread sheet with a detailed cost breakdown for each task as listed in the RFP. We developed our fee based on the requirements in the RFP, our knowledge of the project area, and an estimated project construction cost of \$1.8 million. We have made every attempt to include a sufficient number of hours based on our experience with similar projects, while providing the City of Wayzata with a reasonable value.

We propose to be reimbursed for our services on an hourly basis for the actual time expended. Other direct project expenses, such as printing, supplies, reproduction, etc., will be billed at cost, and mileage will be billed at the current allowable IRS rate for business miles. Invoices are submitted on a monthly basis for work performed during the previous month. Payment is due within 30 days. Based on our understanding of the project and our scope of services, we estimate the cost of our services to be \$195,417, which includes both time and expenses.

We thank you for the opportunity to present this proposal. If you have questions, please contact Project Principal Matt Hansen at 763-475-0010 or mhansen@srfconsulting.com.

Sincerely,



Matthew D. Hansen, PE, LS
Principal – Municipal Engineering



James R. Dvorak, PE
Vice President



TASK NO.	SUMMARY OF TASKS
1.0	Topographic Survey and Mapping
2.0	Meetings
3.0	Traffic Signal Design
4.0	Streetscape Design
5.0	Storm Sewer Design and Permitting
6.0	Prepare Plans and Specifications
7.0	Coordinate bidding of the project via QwestCDN, or Equal
8.0	Construction Services
9.0	As-Built Documentation

Standard text below is from the RFP.

Red text in blue shading has been added to clarify our tasks.

Project Overview:

The project includes the design and preparation of plans and specifications for a street and intersection reconstruction project. Wayzata Boulevard is located in the center of Wayzata and runs from Central Avenue west to the intersection with Highway 12. Superior Blvd runs diagonally between Wayzata Blvd and Lake Street. Figure 3 in the RFP shows the proposed, segmented public improvements site map. A portion of segment 3 and all of segment 6 as shown in Figure 3 make up the current proposed project.

The City of Wayzata intends for the Consultant to provide design services through the bidding of the project, construction staking, and general construction assistance (shop drawing review, etc.). The City is also requesting an estimate for construction inspection services, as an alternate. The project shall also consider that existing signage in the project area be updated to meet upcoming retro-reflectivity requirements and City wayfinding goals.

Figure 4 in the RFP is a construction estimate from 2008 that was prepared for all segments shown in Figure 3.

Consultant shall make their best effort to provide an updated preliminary construction estimate as part of the submittal.

Note: Current project includes approximately two-thirds (2/3) of segment 3 and all of segment 6.

SRF Consulting Group, Inc.

Client: City of Wayzata

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Work Tasks and Person-Hour Estimates



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TASK NO.	TASK DESCRIPTION	PRINCIPAL	SR_ASSOC.	ASSOCIATE	SR_PROF	PROF.	SR_TECHNICAL	TECHNICAL	TOTALS	EST. FEE
1.0	Topographic Survey and Mapping Assumptions: - City of Wayzata and Presbyterian Homes will provide any available topographic information.									
1.1	Consultant shall verify information provided and perform any supplemental topographic survey work needed. Conduct horizontal and vertical control field surveys. Base mapping shall be on Hennepin County coordinate system. Perform topographic field surveys to supplement existing project planimetric base map including visible utilities and drainage structures (including storm and sanitary sewer inverts), in place roadways and driveways, sidewalks, buildings, doorways, steps, trees, and other features as necessary. Assume one-person survey crew for 3 days of field surveying. Process field survey data and amend base map and DTM. Use previously developed existing right of way file and supplement/add parcel lines as needed.	0	0	0	0	0	0	0	44	\$5,052
		0	0	0	0	0	0	0	4	
		0	2	0	0	0	0	24	26	
		0	5	0	0	0	0	0	5	
		0	9	0	0	0	0	0	9	
	SUBTOTAL - TASK 1	0	16	0	0	0	0	28	44	\$5,052
2.0	Meetings Assumptions: - Prepare for, attend, and facilitate four (4) regularly scheduled design coordination meetings with City - City of Wayzata will provide meeting space for each of the described meetings.									
2.1	Meetings may need to include Hennepin County, Presbyterian Homes, and Minnehaha Creek Watershed District (MCWD), as necessary, to review design alternatives and receive comments. Prepare for, attend, and facilitate four regularly scheduled design coordination meetings with City as well as staff from Hennepin County and Presbyterian Homes. Intent of meetings will be to present project status/schedule, and review design alternatives and receive comments. Assumes 4 meetings, 2 SRF staff per meeting at 2 hours per meeting including travel times.	0	8	0	0	0	8	0	16	\$2,120
		0	8	0	0	0	0	0	16	
2.2	Prepare for and attend up to four (4) "neighborhood" meetings to receive initial comments and concerns and share design with adjacent property owners and general public. One (1) of these meetings will be an open house format. Prepare for and attend four (4) neighborhood meetings with adjacent property owners and general public, one of these meetings will be a public open house format. Assume 2 SRF staff attend. Assumes 2 SRF staff per meeting at 2 hours per meeting including travel times. Includes 2 display board easels at the open house.	8	0	0	0	8	0	0	18	\$2,626
		8	0	0	0	8	0	0	18	
	SUBTOTAL - TASK 2	8	8	0	0	8	8	2	34	\$4,746

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TASK NO. **TASK DESCRIPTION** **PRINCIPAL** **SR. ASSOC.** **ASSOCIATE** **SR. PROF** **PROF.** **SR. TECHNICAL** **TECHNICAL** **TOTALS** **EST. FEE**

3.0

Traffic Signal Design

Assumptions:

- All new signs and signs to be replaced within the project area will meet upcoming retro-reflectivity requirements.
 - Signal justification letter is a one-page letter with warrants analysis documenting the reasons for continued signalization at the Wayzata Blvd/Superior Blvd intersection. It will provide a summary of existing conditions, speed limits, a discussion of the warrants analysis, and proposed signal improvements.
 - Construction of temporary signal design assumes temporary signal plans for two major stages of construction: one showing a temporary signal at the location of the current intersection, and one showing a temporary signal at the new intersection location.
 - Construction temporary signals will need to be hardwire interconnected to Central Ave/Wayzata Blvd signal (per 7/6/17 conversation with Hennepin County).
 - Includes one meeting with City and Hennepin County to discuss traffic signal design/operations issues.
 - Does not include construction services - can be added if desired.
 - Implementation/field fine-tuning of signal timing plans included in Task 9.6.
 - Traffic signal-related deliverables will be reviewed by both the City of Wayzata and Hennepin County.
 - Temporary and permanent signal timing will be developed by Hennepin County. SRF will coordinate with Hennepin County on the proposed timing and assume this is coordinated with signal construction.
 - Permanent signal will be designed to be APS ready, or will employ APS if desired by the City or County.
 - Intersection will be evaluated for appropriateness of flashing yellow arrow (FYA) left turn treatment as part of the design. At a minimum, design will allow for expedited retrofit to accommodate FYA and APS. However, signal timing scope assumes no FYA left turn treatment. If desired and deemed appropriate, this can be added to the signal timing scope.
- Client Deliverables:**
- Most current traffic count/turning movement count data at the Wayzata Blvd/Superior Blvd and Central Ave/Wayzata Blvd intersections.
 - Existing signal timing settings for Wayzata Blvd/Superior Blvd and Central Ave/Wayzata Blvd intersections.
 - Review comments from interim plan and specification submittals.

SRF Consulting Group, Inc.

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Work Tasks and Person-Hour Estimates



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TASK NO.	TASK DESCRIPTION	PRINCIPAL	SR. ASSOC.	ASSOCIATE	SR. PROF.	PROF.	SR. TECHNICAL	TECHNICAL	TOTALS	EST. FEE
3.1	Preparation of a signal justification letter. Prepare Signal Justification Letter.	0	1	0	0	0	5	0	6	\$657
3.2	Traffic Signal Design - Design should assume temporary signal plans for two major stages of construction: current intersection and new intersection.	4	48	0	0	230	0	0	282	\$31,352

- Design of temporary and permanent signal operations will need to be interconnected with adjacent Central Ave/Wayzata Blvd intersection (Hennepin County jurisdiction)
- Design deliverables will require review by both City of Wayzata and Hennepin County.
- Turning movement data is available and will be provided to consultant.
- Intersection should be evaluated for appropriateness of flashing yellow arrow.
- Intersection should be designed to be APS ready. If required, fully APS.

	Design and prepare plans for two major stages of construction temporary signals, including temporary hardware interconnect to the Central Ave/Wayzata Blvd signal.	2	25	0	0	120	0	0	147	
	Design and prepare plans for permanent signal at the new Wayzata Blvd/Superior Blvd intersection and hardware interconnect to the Central Ave/Wayzata Blvd signal.	1	20	0	0	95	0	0	116	
	Prepare Division SS special provisions for temporary and permanent signals and interconnect.	1	2	0	0	10	0	0	13	
	Prepare engineer's estimate of probable construction cost for temporary and permanent signals and interconnect	0	1	0	0	5	0	0	6	
SUBTOTAL - TASK 3		4	49	0	0	235	0	0	288	\$32,009

4.0

Streetscape Design

Assumptions:

- Proposed streetscape elements will match previous phases of work within the corridor.
- Lighting along Superior Blvd from Rice St to Wayzata Blvd, only on West side of Superior Blvd from Circle A Drive to Wayzata Blvd due to ROW limits. No lighting analysis, placement spacing based on previous phases.
- Proposed lighting will match previous phases of work within the corridor including festoon lighting receptacles
- Signal luminaires installed at Superior/Wayzata intersection
- Coordinate removal of existing utility pole mounted luminaires

4.1	Streetscape design shall complement previous work on Wayzata Blvd and Superior Blvd, including street lighting on Superior Blvd.	0	24	0	0	0	0	0	62	106	\$11,438
	Preliminary Design (50%) - Preliminary lighting layout including conduit routing, utility coordination and service cabinet requirements. Prepare preliminary cost estimate.	0	6	0	6	0	0	10	22		
	Final Design (95%) - Incorporate City review comments and input from 50% design and incorporate additional details: lighting unit, foundations and wiring diagram. Prepare draft special provisions and updated cost estimate.	0	12	0	10	0	0	40	62		
	Final Design (100%) - Incorporate City review comments and input from 95% design and finalize plan set including special provisions and complete lighting SEQ.	0	6	0	4	0	0	12	22		

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TASK NO.	TASK DESCRIPTION	PRINCIPAL	SR. ASSOC.	ASSOCIATE	SR. PROF	PROF.	SR. TECHNICAL	TECHNICAL	TOTALS	EST. FEE
4.2	Streetscape plans shall include, but not be limited to, landscaping, median treatments, sidewalk, and irrigation.	4	52	0	0	104	0	0	160	\$19,672
	Preliminary Design (50%): Incorporate the concept layout design elements into a draft plan set. One revision assumed. Plan set to include:	0	12	0	0	32	0	0	44	
	- Streetscape plans with sidewalk and median treatments, and site furnishings.									
	- Landscape plans									
	- Irrigation plans									
	Preliminary streetscape cost estimate									
	Final Design (95%): Incorporate City review comments and input and subsequent design work of the 50% plans into the 95% construction plans. The plans will include all elements of the 50% plans plus further developed items. 95% plans to include all the plan sheets of the plan set and updated streetscape cost estimate.	2	20	0	0	56	0	0	78	
	Prepare draft project special provisions. Submit at the 95% submittal stage for comments.	0	12	0	0	0	0	0	12	
	Final Design (100%): Obtain any comments and perform revisions as necessary. Perform internal QA/QC review. Re-submit final plans for approval.	2	4	0	0	8	0	0	14	
	Prepare final technical specifications for streetscape improvements.	0	2	0	0	4	0	0	6	
	Prepare final streetscape cost estimate.	0	2	0	0	4	0	0	6	
	SUBTOTAL - TASK 4	4	76	0	20	104	0	62	266	\$31,110

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TASK NO.	TASK DESCRIPTION	PRINCIPAL	SR. ASSOC.	ASSOCIATE	SR. PROF.	PROF.	SR. TECHNICAL	TECHNICAL	TOTALS	EST. FEE	
5.0	Storm Sewer Design and Permitting Assumptions: - State Aid calculations are not required but storm sewer will be designed to meet State Aid Standards. - Less than 10,000 ft2 of new impervious will be created. Therefore, no stormwater BMP's are required. Informal treatment will be provided such as depressed medians. - No temporary drainage design required. - No permit is needed from the MCWD. The City of Wayzata is the stormwater permitting LGU. Client Deliverables:										
5.1	Preliminary Design (50%) - It is anticipated that less than 10,000 ft2 of new impervious will be created but, BMP's should be evaluated. - BMP evaluation should be considered for possible grant funding through MCWD. - City of Wayzata is permitting authority (LGU) for storm water management. Collect and review available data for the corridor including management plans, design standards, as-builts, etc. Prepare design criteria document and submit to Client for review. Includes one field walk by WR staff. Review available cross sections and construction limits for impacts to drainage features. Place catch basins at roadway low points, median ends, crosswalks, etc. No spread calculations are required. Perform storm sewer sizing using full flow pipe design Prepare plans to consist of the following sheets: Drainage plan sheets Storm sewer trunkline profiles Drainage Standard Details Blank drainage tabulation sheet showing tab layout for future submittals.	0	0	5	10	0	30	0	10	55	\$6,105
5.2	Final Design (95%) Complete storm sewer sizing. Identify existing storm sewer and culverts to be removed and coordinate inclusion on removal plans. Provide SWPPP note sheets, review of turf establishment/erosion control plans. Preparation of SWPPP include in permit task. Complete drainage plans, profiles, and details, including: Numbered drainage structures Casting assembly tabulation Special details (pond, skimmers, manholes) Pipe size, length, type and gradient for all storm sewer and culverts Prepare drainage tabulation separate from profiles including: Numbered drainage structures with station and offsets, one per structure Pipe size, length, type and class for storm sewer and culverts Pipe bedding requirements per City standard construction specifications Prepare storm water-related SEQ and cost estimate. 95% Cost estimate Prepare drainage related special provisions (Division S)	0	0	5	15	0	40	0	40	100	\$10,375

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Work Tasks and Person-Hour Estimates



10139.PP

TASK NO.	TASK DESCRIPTION	PRINCIPAL	SR. ASSOC.	ASSOCIATE	SR. PROF	PROF.	SR. TECHNICAL	TECHNICAL	TOTALS	EST. FEE
5.3	Final Design (100%) Obtain any comments and perform revisions as necessary. Resubmit final plans for approval.	0	0	2	0	10	0	4	16	\$1,616
5.4	Stormwater Treatment Evaluate BMP options such as median treatment or underground treatment. Does not include modeling. Coordinate with MCWD on possible grant funding opportunities. Includes 1 meeting with MCWD. Develop concept level cost estimates for up to 3 options.	0	10	10	0	15	0	10	45	\$5,470
SUBTOTAL - TASK 5		0	20	37	0	95	0	64	216	\$23,566

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Work Tasks and Person-Hour Estimates



10139.PP

TASK NO.	TASK DESCRIPTION	PRINCIPAL	SR_ASSOC.	ASSOCIATE	SR_PROF	PROF.	SR_TECHNICAL	TECHNICAL	TOTALS	EST. FEE
6.0	Prepare Plans and Specifications Assumptions: - Project will be designed using MnDOT State Aid and Wayzata Standards. - Project design will be completed by January 31, 2018. - Project will be constructed during year 2018. - Project will be funded by local funding mechanisms and project plan approvals involve only the City of Wayzata. - Plan development submittals to the City of Wayzata will be made at the 50% and 95% stages of design. - Utility information and mapping will correspond to Utility Quality Level C as defined in C/ASCE 38.02 "Standard Guidelines for the Collection and Depiction of Existing Subsurface Utility Data" - Assume 2 meetings with private utility company representatives prior to bidding. - Any relocation of private utilities will be coordinated by the utility owners. - No other permitting is anticipated beyond the needs of stormwater management. - Specifications are prepared at the 95% design level. - No water main or sanitary sewer relocation will be necessary on the project.									

SRF Consulting Group, Inc.

Client: City of Wayzata

Project: Reconstruction of Wayzata Blvd / Superior Blvd Intersection and Superior Blvd from Rice Street to Wayzata Blvd

Work Tasks and Person-Hour Estimates



10139.PP

TASK NO.	TASK DESCRIPTION	PRINCIPAL	SR. ASSOC.	ASSOCIATE	SR. PROF	PROF.	SR. TECHNICAL	TECHNICAL	TOTALS	EST. FEE
6.1	Submittals shall be made to the City at the 50% and 95% stages of design.	0	3	6	0	178	0	24	387	\$48,745
	Utility Coordination: Coordinate with Gopher State One Call to locate all utilities in the project area. Prepare final utility plans and tabulations showing identified in-place public and private utilities located within the proposed construction limits. 2-1 hour meetings with private utility owners to discuss the project and identify potential conflicts. Meetings at SRF with 2 SRF staff attending. Provide design information to facilitate utility company design needs.					8	0	0	17	
	Preliminary Design (50%): Incorporate the concept layout design elements into a draft plan set. Plan set to include:	0	10	36	0	60	0	0	106	
	- Title sheet and general layout									
	- Statement of Estimated Quantities (95% and 100% only).									
	- Typical sections. Includes pavement design recommendation based on traffic forecasts.									
	- Horizontal and vertical alignments and geometrics									
	- Existing Utility plan and tabulations									
	- Construction limits (shown on both the in-place topography and construction plans)									
	- Removal plans									
	- Preliminary construction staging to include maintenance of traffic during construction. (Temp signal addressed separately.)									
	- Preliminary Drainage plans. (Drainage scope addressed separately.)									
	- Striping plan (Signing included in final design.)									
	- Cross sections (with in-place right of way shown)									
	- Preliminary Engineers Opinion of Probable Cost.									
	Final Design (95%): Incorporate City review comments and input and subsequent design work of the 50% plans into the 95% construction plans. The plans will include all elements of the 50% plans plus further developed items. 95% plans to include all the plan sheets of the plan set. Update the Engineers Opinion of Probable Cost.	0	30	36	0	70	0	0	136	
	Prepare draft project special provisions. Submit at the 95% submittal stage for comments.	0	20	0	0	0	0	8	28	
	Final Design (100%): Obtain any comments and perform revisions as necessary. Re-submit final plans for approval.	0	10	8	0	20	0	8	46	
	Upon approval of the final plan, submit one draft set of signed original 100% complete plans on 11" x 17" bond paper, with the cover sheet on vellum or mylar if preferred. Also submit one complete set of design and quantity computations, draft final special provisions and final cost estimate, and final drainage area map and hydraulics report, and advertisement for bid.	0	0	0	0	10	0	0	10	
	Final Project Manual: Prepare the final project manual to include all required City of Wayzata administrative sections, bid forms, sections required by law and all special provisions. Provide Final Engineers Opinion of Probable Cost.	0	26	0	0	10	0	8	44	
6.2	Recommend project phasing, budgets, and schedule.	6	39	0	0	0	0	0	45	\$7,707
	General day-to-day project management and administration and work planning schedule and coordination of tasks	6	35	0	0	0	0	0	41	
	Administer project QA/QC plan. Assumes basic over the shoulder review.	0	4	0	0	0	0	0	4	
	SUBTOTAL - TASK 6	6	138	86	0	178	0	24	432	\$56,452

SRF Consulting Group, Inc.

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Work Tasks and Person-Hour Estimates



10139.PP

TASK NO.	TASK DESCRIPTION	PRINCIPAL	SR. ASSOC.	ASSOCIATE	SR. PROF	PROF.	SR. TECHNICAL	TECHNICAL	TOTALS	EST. FEE
7.0	Coordinate bidding of the project via QwestCDN, or Equal Assumptions:									
7.1	Bid administration, addendum preparation.	0	1	0	0	14	0	0	15	\$1,539
	SUBTOTAL - TASK 7	0	1	0	0	14	0	0	15	\$1,539
8.0	Construction Services Assumptions:									
8.1	Construction surveying/staking.	0	16	0	0	0	160	160	336	\$35,312
8.2	Coordination of signal timing for temporary and permanent conditions with Hennepin County.	0	6	0	0	4	0	0	10	\$1,394
8.3	Maintain a log of all submittals (shop drawings, materials, etc.).	0	0	0	0	8	0	0	8	\$784
8.4	Collect Certificates of Compliance and verify products are on approved project list.	0	0	0	0	8	0	0	8	\$784
	SUBTOTAL - TASK 8	0	22	0	0	20	160	160	362	\$38,274
9.0	As-Built Documentation Assumptions:									
9.1	Coordinate changes in plan with project inspector for as-built preparation. Prepare and submit draft as-built plans to City for review. Revise as-built plans as needed and submit final.	0	2	0	0	12	8	0	22	\$2,462
	SUBTOTAL - TASK 9	0	2	0	0	12	8	0	22	\$2,462

SRF Consulting Group, Inc.

Client: City of Wayzata
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Work Tasks and Person-Hour Estimates



10139.PP

TASK NO.	TASK DESCRIPTION	PRINCIPAL	SR. ASSOC.	ASSOCIATE	SR. PROF	PROF.	SR. TECHNICAL	TECHNICAL	TOTALS	EST. FEE
	TOTAL ESTIMATED PERSON-HOURS	22	332	123	28	666	168	340	1679	
	AVERAGE HOURLY BILLING RATES	\$199	\$167	\$148	\$108	\$98	\$119	\$85		
	ESTIMATED LABOR AND OVERHEAD	\$4,378	\$55,444	\$18,204	\$3,024	\$65,268	\$19,992	\$28,900		\$195,210
	ESTIMATED DIRECT NON-SALARY EXPENSES									\$207

ALTERNATE TASKS

SEE BELOW

TOTAL ESTIMATED FEE	\$195,417
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ESTIMATE OF DIRECT NON-SALARY EXPENSES:

MILEAGE:	200	Miles @	\$0.535	\$107
REPRODUCTION:	500	Copies @	\$0.10	\$50
SUPPLIES:				\$50
SUBCONSULTANTS:				\$0
ESTIMATED DIRECT NON-SALARY EXPENSES				\$207

SUMMARY OF COSTS:

	PRINCIPAL	SR. ASSOC.	ASSOCIATE	SR. PROF	PROF.	SR. TECHNICAL	TECHNICAL	CLERICAL	TOTALS
1.0 Topographic Survey and Mapping	\$ -	\$ 2,672	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,380	\$ 5,052
2.0 Meetings	\$ 1,592	\$ 1,336	\$ -	\$ 864	\$ 784	\$ -	\$ -	\$ 170	\$ 4,746
3.0 Traffic Signal Design	\$ 796	\$ 8,183	\$ -	\$ -	\$ 23,030	\$ -	\$ -	\$ -	\$ 32,009
4.0 Streetscape Design	\$ 796	\$ 12,692	\$ -	\$ 2,160	\$ 10,192	\$ -	\$ -	\$ 5,270	\$ 31,110
5.0 Storm Sewer Design and Permitting	\$ -	\$ 3,340	\$ 5,476	\$ -	\$ 9,310	\$ -	\$ -	\$ 5,440	\$ 23,566
6.0 Prepare Plans and Specifications	\$ 1,194	\$ 23,046	\$ 12,728	\$ -	\$ 17,444	\$ -	\$ -	\$ 2,040	\$ 56,452
7.0 Coordinate bidding of the project via QwestCDN, or Equal	\$ -	\$ 167	\$ -	\$ -	\$ 1,372	\$ -	\$ -	\$ -	\$ 1,539
8.0 Construction Services	\$ -	\$ 3,674	\$ -	\$ -	\$ 1,960	\$ 19,040	\$ -	\$ 13,600	\$ 38,274
9.0 As-Built Documentation	\$ -	\$ 334	\$ -	\$ -	\$ 1,176	\$ 952	\$ -	\$ -	\$ 2,462
									\$195,210

SRF Consulting Group, Inc.

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Work Tasks and Person-Hour Estimates



10139.PP

TASK NO.	TASK DESCRIPTION	PRINCIPAL	SR. ASSOC.	ASSOCIATE	SR. PROF	PROF.	SR. TECHNICAL	TECHNICAL	TOTALS	EST. FEE
10.0	Alternate - Construction Observation <u>Assumptions:</u> Inspector: 10 weeks of construction (5 days per week @ 8 hour days), 40 hours final quantities and final documentation. = 11 weeks x 40 hours/week Testing performed by others. The City will provide a project manager <u>Client Deliverables:</u>									
10.1	Construction Observation - Provide on-site construction verification inspection during all pertinent construction activities. - Complete daily inspection reports, material certification and project correspondence. - Conduct and document field reviews of traffic operations. - Conduct and document Contractor field reviews and SWPPP compliance. - Verify quantity calculations, field measure for payment purposes, and write communications. - Document changes in plans and specifications for as-built preparations. - Schedule material testing.	0	0	0	0	0	0	0	440	\$37,400
SRF Deliverables:										
ESTIMATE OF DIRECT NON-SALARY EXPENSES:										
MILEAGE:		Personal Vehicles	1800							\$972
REPRODUCTION:		Copy Duplication	500							\$50
ESTIMATED DIRECT NON-SALARY EXPENSES										<u>\$1,022</u>
SUBTOTAL - ALTERNATE TASK 10		0	0	0	0	0	0	440	440	\$38,422

SRF Consulting Group, Inc.

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TASK NO.	TASK DESCRIPTION	PRINCIPAL	SR. ASSOC.	ASSOCIATE	SR. PROF	PROF.	SR. TECHNICAL	TECHNICAL	TOTALS	EST. FEE
11.0	Alternate - Contract Administration Assumptions: 10 weeks (from above) x 2 hours/week = 20 hours Client Deliverables:									
11.1	Contract Administration - Preconstruction meeting (assume 4 hours) - Weekly progress meetings with contractor and City (assume 10 meetings x 1.5 hrs per meeting = 15 hours) - Prepare Pay Applications (assume 10 weeks x 2hr per week = 20 hours)	5	0	39	0	0	0	5	49	\$7,192
ESTIMATE OF DIRECT NON-SALARY EXPENSES:										
	MILEAGE:	Personal Vehicles		50	Miles @	\$0.540				\$27
	REPRODUCTION:	Copy Duplication		50	Copies @	\$0.10				\$5
	ESTIMATED DIRECT NON-SALARY EXPENSES									\$32
	SUBTOTAL - ALTERNATE TASK 11	5	0	39	0	0	0	5	49	\$7,224

SRF Consulting Group, Inc.

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10139.PP

TASK NO. **TASK DESCRIPTION** **PRINCIPAL** **SR. ASSOC.** **ASSOCIATE** **SR. PROF** **PROF.** **SR. TECHNICAL** **TECHNICAL** **TOTALS** **EST. FEE**

12.0 Alternate - Additional Services

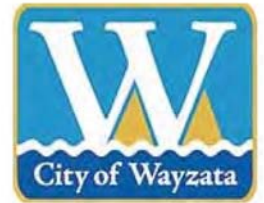
The following services are not included in the detailed scope above. They are presented here for your consideration. Based on our previous project experience and SRF's 10-year history of working with the City on the public infrastructure improvements adjacent to the Presbyterian Homes development, the addition of any or all of these additional services will provide the City with value to complete the project successfully.

- 12.1 Geotechnical exploration and recommendations. SRF can subconsult and coordinate with AET for soil borings and pavement cores within the project area.
- 12.2 Construction materials testing. SRF can subconsult and coordinate with AET for materials testing during construction to assure the city that construction is being completed according to project specifications.
- 12.3 Preparation of assessment descriptions and exhibits
- 12.4 NPDES Permit - Prepare on-line permit application to share with Contractor upon award.
- 12.5 Weekly conference call check-in meetings with City and stakeholders to review design issues and discuss project progress.
- 12.6 Prepare monthly progress reports.



**BOLTON
& MENK**

Real People. Real Solutions.



Proposal for City of Wayzata

Reconstruction of Wayzata Boulevard/Superior Boulevard Intersection and
Superior Boulevard from Rice Street to Wayzata Boulevard

August 25, 2017

Submitted by:
Bolton & Menk, Inc.
12224 Nicollet Avenue
Burnsville, MN 55337
P: 952-890-0509
F: 952-890-8065

Contact:
Aaron Warford, P.E.
C: 651-503-5700
aaronwa@bolton-menk.com





Real People. Real Solutions.

12224 Nicollet Avenue
Burnsville, MN 55337-1649

Ph: (952) 890-0509
Fax: (952) 890-8065
Bolton-Menk.com

August 25, 2017

Mike Kelly, City Engineer/Assistant Director of Public Works
City of Wayzata
299 Wayzata Boulevard West
Wayzata, MN 55391
mike@wayzata.org

RE: Proposal for Reconstruction of Wayzata Boulevard/Superior Boulevard Intersection and Superior Boulevard
from Rice Street to Wayzata Boulevard

Dear Mr. Kelly:

The Wayzata Boulevard and Superior Boulevard intersection and Superior Boulevard reconstruction project will provide stakeholder engagement and final design of improvements for the intersection and adjacent Presbyterian Homes' development for the City of Wayzata. Bolton & Menk, Inc. has the experience and qualifications to develop this project and produce final design plans within budget and on time for the City of Wayzata. We believe you will find outstanding value in our approach for the following reasons:

Proven Experience and Team – Bolton & Menk prides itself on being Real People who provide Real Solutions for our clients. We have assembled a team of professionals with demonstrated expertise delivering transportation design solutions on urban roadways. I will serve as project manager, leading a team that has successfully completed dozens of similar projects. We will apply our experience and innovations learned on other projects for the benefit of Wayzata.

Relationship with Hennepin County – Our team's design manager, Pete Lemke, worked for the Hennepin County Transportation Department from 2005 to 2014. He has many strong relationships with department staff and understands the county's approach and perspective. Pete will be a familiar face to the county at the Medina facility and will represent the City of Wayzata in developing the best project for all stakeholders.

The Right Approach – Our uniquely integrated and transparent approach has proven successful on similar projects. We believe the greatest opportunity to build consensus is to engage the public and key stakeholders, understand their needs and desires, and incorporate that understanding into design concepts. We know a flexible approach will be key to project success. This project has diverse and sometimes competing issues that require creative design solutions. We believe the City of Wayzata needs a consultant with superior stakeholder involvement skills, a proven approach, a flexible scope, exceptional communication techniques, and innovative design approaches that works tirelessly to develop design plans in the best interest of all stakeholders. Bolton & Menk is that consultant team.

We are excited at the opportunity to complete the Wayzata Boulevard and Superior Boulevard intersection and Superior Boulevard reconstruction project for you. I will personally serve as your project manager and lead client contact on this project. Please contact me at 651-503-5700 or aaronwa@bolton-menk.com if you have any questions regarding our proposal.

Respectfully submitted,

Bolton & Menk, Inc.

Aaron J. Warford, P.E.
Principal Transportation Engineer

Table of Contents

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Bolton & Menk, Inc.

12224 Nicollet Avenue

Burnsville, MN 55337

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F: 952-890-8065

Engineering News-Record Top 500

Ranked #161 among the Top 500 Engineering and Surveying Firms in the United States.

Services Provided:

Civil/Municipal Engineering & Planning

Water & Wastewater Engineering

Transportation Planning & Engineering

Structural Engineering

Aviation Services

Water Resources Engineering

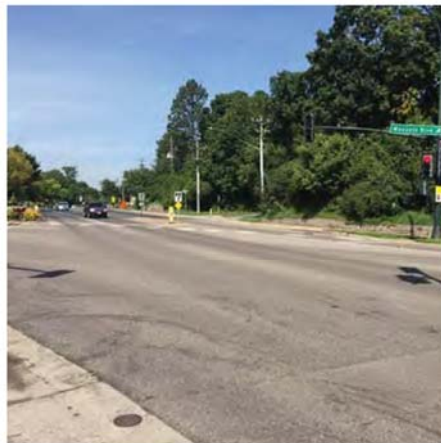
Landscape Architecture

Land Surveying

Geographic Information System Services

Project Funding & Financing







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- Water Resources Engineering
- Landscape Architecture
- Land Surveying
- Geographic Information Systems
- Project Funding & Financing

Firm Overview



Firm Overview

In 1949, two hard working Midwesterners—John Bolton and Martin Menk—saw people in their surrounding communities with dreams of a bright future, a desire to grow, and a common challenge of aging infrastructure. Their goal: to help communities make progress by listening to what people want, finding the best solutions for their needs, and treating them right. The legacy of John and Martin lives on. We still want to help, we work hard every day, and we always remember what got us here—we're people helping people. Today, Bolton & Menk, Inc. has more than 450 employees including a professional staff of over 150 engineers, planners, landscape architects, and surveyors.

Bolton & Menk specializes in providing public infrastructure solutions. We want to take care of our clients by providing the best services and solutions for them. From advocating for our communities, to designing their dreams, to finding funding; we take pride in our work throughout the upper Midwest. Because we live here too. We believe in the power of face-to-face meetings, friendly conversations, and a collaborative decision-making process to keep your projects on schedule, within budget, and focused on real, workable solutions.

Beyond our technical experience and skills, our service is also based on management and product delivery strategies we have developed over time:

- Listen to the client's needs and wants
- Learn the characteristics and personality of each client
- Communicate proactively with staff, stakeholders, and the public
- Develop effective solutions through consensus building
- Achieve the client's vision
- Foster long-term relationships

We promise every client two things: we'll work hard for you and we'll do a good job. We take a personal interest in the work being done around us. And at the end of the day, we're Real People offering Real Solutions.

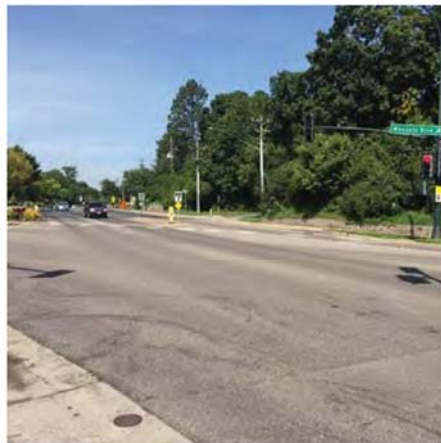
We realize our clients can choose from a number of consultants. Consequently, we continually strive to not only be a reliable technical resource, but also a responsive partner who understands the unique needs of each city, resulting in a truly collaborative and successful relationship.

Bolton & Menk is wholly owned by its employees, consisting of professional, technical, and administrative personnel. The firm has 54 principal owners. That list can be made available upon request. Our management team consists of President/CEO Bradley DeWolf, Vice President/COO Kreg Schmidt, Vice President Robert Brown, and CFO Gregory Sindt.

The following provides a summary of Bolton & Menk personnel by expertise:

Location	Civil Engineers	Transportation/Structural/ Aviation Engineers	Environmental Engineers	Water Resources Engineers	Archaeologists	Land Surveyors	Survey Technicians	CADD Technicians	Construction Inspectors	GIS Specialists	Urban/Regional Planner	Landscape Architects	Corporate/ Administrative	Total
Metro Staff	65	37	12	11	3	5	18	11	22	5	7	3	12	211
Firm Total	143	49	21	22	3	18	42	18	58	12	10	10	68	474

We believe in the power of face-to-face meetings, friendly conversations, and a collaborative decision-making process to keep your projects on schedule, within budget, and focused on real, workable solutions.



Key Personnel

The Bolton & Menk project team includes individuals with the appropriate technical and managerial experience and training to complete the reconstruction of the Wayzata Boulevard/Superior Boulevard intersection and Superior Boulevard between Rice Street and Wayzata Boulevard to the satisfaction of the City of Wayzata. Bolton & Menk is committed to maintaining the availability of the proposed project team. Should additional staff be required, we can draw upon more than 450 other team members throughout our firm, as needed, to meet your needs. Based on these assignments, resources, and strategies, we are confident you will be fully satisfied with our project staffing and availability.

Our team will be led by our project manager, Aaron Warford, and supported by key individuals and support staff. Project team member bios are included below. Full resumes are available upon request.



Aaron Warford, P.E. **Project Manager**

Bolton & Menk understands one key to delivering a successful project is an exceptional project manager. Aaron has the qualifications, experience,

motivation, and work ethic to effectively manage each phase of this project.

Aaron will provide close coordination between the city and the Presbyterian Homes project partners. He will be responsible for overall management of the project team and all schedule, cost, public outreach, and scope management processes. Aaron has 17 years of transportation experience and began his career with Bolton & Menk in 2009. He manages projects requiring extensive federal, state, local, and multiagency coordination efforts. This experience includes project management in both design and construction of complex intersections, roundabouts, county and MnDOT highways, and ADA compliant facilities.

Aaron holds a Master of Business Administration and Bachelor of Science in Civil Engineering, both from the University of Minnesota. His similar project experience includes serving as project manager on the TH 61

Downtown Improvements project in Red Wing, Highway 61 Streetscape Improvements in White Bear Lake, and TH 61/Spring Creek Road Reconstruction in Red Wing.

Aaron will excel as project manager for this project. This success, in part, will be due to the priority he places on maintaining effective communication with clients and project team members, delivering similar projects, and the integration of the principles of Systematic Development of Informed Consent (SDIC) strategies in day-to-day project management.

Aaron has received formal training in SDIC and the strategies learned have been essential to delivering several highly visible projects. He is adept at understanding the interdependent relationships between the functional areas of a project, without losing sight of specific details important to the success of the project.

Aaron's success has been, and will continue to be, rooted in effective stakeholder involvement. He understands and appreciates that acceptance and approval for a project begins with those most affected and intimately connected. Aaron is able to relate well to a broad spectrum of people and establish a trusting relationship through genuine and honest discussion. He approaches each stakeholder with an open mind. He is humble enough to recognize he doesn't know everything, yet experienced enough to steer conversations in a constructive manner. Aaron is accommodating to an individual's needs, yet strikes an acceptable balance with the responsibility of the agencies he represents.

The City of Wayzata can expect Aaron to immerse himself in communication with project partners and stakeholders. He will always represent the interests of project partners in a positive and professional manner, and keep his client informed to the content and tone of stakeholder discussions. You can count on Aaron to deliver the difficult messages when necessary and accept responsibility for public criticism a project like this may generate.



Pete Lemke, P.E.
Design Manager

Pete will work closely with Aaron on project management and will be responsible for overseeing project design, specifically focusing on quality

control and assurance, design coordination meetings, and neighborhood meetings. Pete will leverage his relationships with Hennepin County staff and lead the coordination with the county and the Minnehaha Creek Watershed District on project issues. Pete will also work closely with Joel, Ross, and Tim to coordinate the streetscape, traffic, and geometric design and plan submittal components of this project respectively.

Similarly, Pete will work closely with Nick Powers during construction to ensure project design intent is fully addressed. Pete will also collaborate with Nick on continuing valuable relationships with Hennepin County, adjacent property owners, and other project stakeholders throughout the construction phase.

Pete began his career as a civil engineer in 1995, joining Bolton & Menk in 2014. He is currently a senior transportation project manager. He has experience on a variety of transportation-related projects including roadways, trails, sidewalks, and bridges. His professional experience includes planning, project development, and detailed design of transportation infrastructure. Pete also has experience in capital improvement program development, ADA transition plan compliance, state and federal grant applications, development and implementation of roadway safety plans, public involvement, and developing informed consent.

From 2001 to 2015, Pete served Hennepin County as a senior transportation engineer and Anoka County as a design engineer. This diverse county government experience, and his experience and relationships with Hennepin County, gives Pete special insight into a public entity's point of view and project needs. Pete holds a Bachelor of Science in Civil Engineering from the University of Minnesota. His similar project experience includes the TH 10 Pedestrian Improvements project in Anoka and TAP Sidewalk project in Le Sueur.



Ross Tillman, P.E.
Lead Traffic Engineer

Ross will lead all traffic analysis and final design services associated with traffic signal justification and design, accessible pedestrian signals, flashing yellow arrows, signing, striping, and temporary traffic control.

Ross began his career in 2010, joining Bolton & Menk in 2012. He has a broad range of transportation engineering experience including planning, preliminary and final design of roadways, traffic impact analyses, intersection control evaluations, funding applications, signal coordination and timing, intelligent transportation systems, and advanced traffic management system deployments. He currently is a transportation engineer serving Bolton & Menk's diverse client base using his design and traffic analysis expertise to lead and provide valuable insight on an array of projects.

Ross has experience and is proficient with MicroStation, Synchro and SimTraffic, Vistro, VISSIM, and SignCAD. He holds a Bachelor of Science in Civil Engineering from the University of Wisconsin – Madison. His similar project experience includes serving as lead traffic engineer on the TH 61 Downtown Improvements in Red Wing, TH 25 Downtown Corridor Improvements in Buffalo, and TH 41 Expansion in Chaska for Carver County.



Tim Lamkin, P.E.
Lead Roadway Engineer

Tim will lead all roadway design tasks including geometrics, ADA and accessibility design, pavement design, storm sewer design and permitting, and erosion prevention

and sediment control. Tim will also lead the preparation of final design plans, specifications, and cost estimates at the 50%, 95%, and final design milestone submittals.

Tim began the practice of engineering in 2004, joining Bolton & Menk in 2013. He has worked on a variety of municipal, traffic, and transportation projects including intersection, roundabouts, ADA compliance, pedestrian, biking, and trail projects. Tim's project responsibilities include design, preparation of plans and specifications, construction administration, and observation. His contributions to final highway designs have involved alignments, profiles, cross sections, earthwork, storm

sewers, quantity calculations, plan sheet production, special provisions, and project management including expertise preparing MnDOT, state, and federal aid preliminary and final design construction documents. Tim holds a Bachelor of Science in Civil Engineering from the University of Minnesota. He served in a similar role on the TH 61 Downtown Improvements project in Red Wing and TH 25 Downtown Corridor Improvements project in Buffalo, and TH 61/Spring Creek Road Reconstruction in Red Wing.



**Joel Odens, PLA, ASLA,
LEED AP
Landscape Architect**

Joel will lead the streetscape design for all aspects of the project including landscaping, median treatments, sidewalk, and

irrigation elements. Joel will develop an understanding of the Wayzata community and Presbyterian Homes development and incorporate that context into his design for streetscaping on this project.

Joel has been in the landscape architecture industry since 1996, joining Bolton & Menk in 2013. His experience includes streetscape enhancements, park planning and trail design, mobility studies, highway landscape design, monumentation, commercial and mixed-use development, transit oriented development, and public memorials. Joel's skills include client relations, marketing, presentation and facilitation, cost estimation, master planning, conceptual design, preparation of construction documents, and construction management. He enjoys working in multi-disciplinary atmospheres, focusing on serving the needs of clients while creating responsible, sustainable, and successful spaces. Joel holds a Bachelor of Landscape Architecture from Iowa State University. His similar project experience includes Downtown Improvements in Jordan, the Artery in Hopkins, and Downtown Commons in Buffalo.



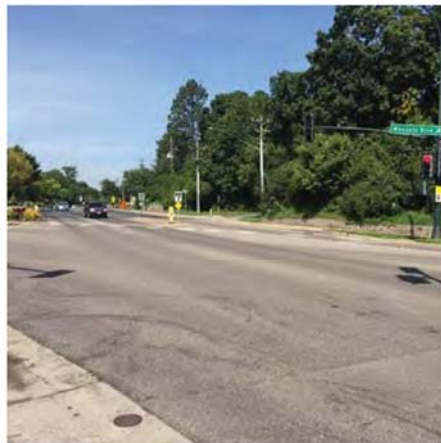
**Nick Powers, EIT
Construction Observer/
Administration**

Nick will be responsible for carrying out all aspects of construction related activities. He will work with our survey

staff to ensure construction surveying and staking is completed according to project needs and schedule. He will also obtain approval of shop drawings, develop as-built documentation, and complete construction administration and observation. In addition, Nick will participate in the design process at key times to ensure we are preparing a constructable design. This coordination will help Nick understand the design intent and make sure he has opportunities for input. This constructability review also helps to minimize change orders and supplemental agreements during construction.

Nick is a design engineer who joined Bolton & Menk in 2015. He has experience in civil engineering through his involvement in municipal projects. His responsibilities on municipal projects include inspection of bituminous pavements, concrete curb and gutter, sanitary sewer systems, storm sewer systems, watermain systems, resident communications, quantity collection, and data entry. He has additional experience with construction observation on street improvement and development projects. Nick holds a Bachelor of Science in Civil Engineering from North Dakota State University. His similar project experience includes 157th Street and Johnny Cake Ridge Road in Apple Valley, Green Haven Parkway in Anoka, and Headwaters and Fenway in Forest Lake.

We approach every client, location, and project as unique and let collaboration lead us to the right solution.



Project Experience

A sampling of recent projects with similar tasks and challenges to the Wayzata Boulevard and Superior Boulevard intersection and Superior Boulevard reconstruction project follows. Client satisfaction through quality deliverables, cost-effective rates, and timely project delivery are top priorities for Bolton & Menk on all projects. Please contact the following references to evaluate our performance on similar projects. Additional references are available upon request.

TH 61 Downtown Improvements, City of Red Wing, Minnesota

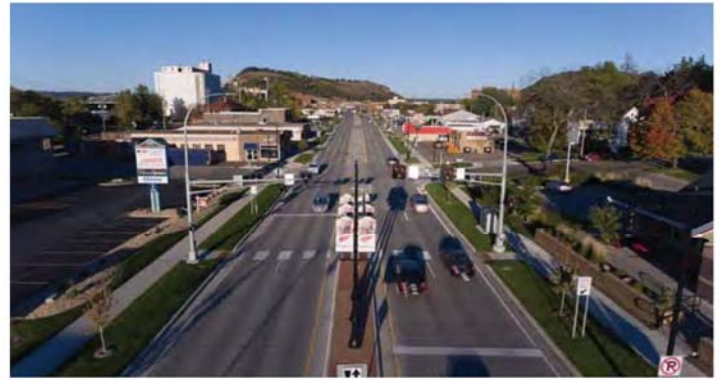
Contact: Jay Owens, City Engineer, 651-385-3623

TH 61, locally known as Main Street, is the primary roadway running through the heart of Red Wing. MnDOT was planning a pavement preservation project through the community. Bolton & Menk provided funding assistance for the city in hopes of completing a full reconstruction to achieve their goals for this important corridor. Through an extensive application process, funding was obtained through the MnDOT Corridor Investment Management Strategy.

The project included reconstruction of the roadway corridor, enhanced multimodal travel, new signal systems, various streetscaping elements, and complete replacement of utilities. An ongoing stakeholder involvement process was implemented to initiate communication early in the project, engage business owners in critical decisions, and include innovative services throughout construction.



While the primary objective was infrastructure replacement, the final outcome provided much broader benefits. The reconstructed corridor addresses future transportation needs, enhances the business environment, and offers a safe and aesthetically pleasing alternative to what was once a dated and exhausted travel route.



Similarities to Wayzata

- Reconstruction of project corridor through a busy commercial area
- Focused stakeholder outreach
- Aesthetic streetscape improvements

Central Avenue Reconstruction, City of Osseo, Minnesota

Contact: Jeffrey Dahl, Former Osseo City Administrator (Current Wayzata City Manager), 952-404-5300

Central Avenue serves as the gateway to downtown Osseo businesses and as a regional transportation corridor



providing relief to TH 169. The city wanted to attract commuters and give them a reason to stop rather than just pass through. The design included a long lasting concrete road to support heavy traffic and focused on enhancing safety and the pedestrian experience.

A strong sense of place was established through a variety of high quality streetscape elements, which also introduced environmental enhancements. Classic light fixtures maintain the historic feel of Osseo while LEDs provide clean, white light throughout the pedestrian area. Pervious pavers were used within the amenity zone to capture both building and sidewalk runoff, thereby reducing the demand on the corridor's storm sewer system. Plant selections were made to minimize the need for irrigation.



The streetscape portion could have been accomplished with a smaller price tag, but it was important to the city to balance long-term community vitality with overall costs and incorporate elements of sustainability.

Similarities to Wayzata

- Reconstruction of an important and busy gateway to a downtown area
- Innovative stormwater management
- Balancing long-term community vitality with addressing today's needs



Through the use of innovative public outreach and a collaborative design process, a successful vision was developed for the Artery. The success of this project lies in the flexible design approach to develop a multimodal, pedestrian-friendly corridor that also serves as an art-centric, urban linear park.

Similarities to Wayzata

- Innovative public engagement to achieve project goals
- Aesthetic streetscape improvements
- Solutions sensitive to project context while achieving project goals

The Artery, City of Hopkins, Minnesota

Contact: Nate Stanley, City Engineer, 952-935-8474

The City of Hopkins desired a plan and design for a vibrant and interactive, "pedestrian seductive," 8th Avenue between the proposed Downtown Hopkins Light Rail Transit (LRT) station and historic Mainstreet. The process for achieving this goal was a visioning plan for a corridor sensitive to the rich history of downtown coupled with the progressive multimodal connection opportunities of the LRT station.



Bolton & Menk designed and facilitated engagement between the community, artists, city staff, and technical experts to create an optimal plan using art.

Downtown Commons, City of Buffalo, Minnesota

Contact: Merton Auger, City Administrator, 763-682-1181

Maintaining a vibrant and economically viable downtown area has been the City of Buffalo's goal for decades. After private commercial development stalled for economic reasons, the city was left with several problem areas.

When an opportunity for the city to purchase these areas arose, the city collaborated with Bolton & Menk to develop a plan to improve traffic flow and access to downtown businesses, creating a valuable Downtown Commons area. A collector



roadway extension helped eliminate dangerous traffic situations and created better traffic flow and access to downtown businesses.



The Downtown Commons created a destination space where both residents and visitors can gather, relax, and enjoy the downtown area.

Similarities to Wayzata

- Reconstruction of a collector roadway connection through a busy commercial area
- Balancing of business and property impacts with project needs
- Pedestrian place-making and aesthetic streetscape improvements

Downtown Improvements, City of Jordan, Minnesota

Contact: Tom Nikunen, City Administrator, 612-269-8518

Historic Jordan was faced with crumbling utilities beneath its downtown core. The need for infrastructure replacement created an

opportunity to revitalize the business district. Working closely with local business owners and community members, Bolton & Menk created a safe, walkable downtown compliant with modern ADA



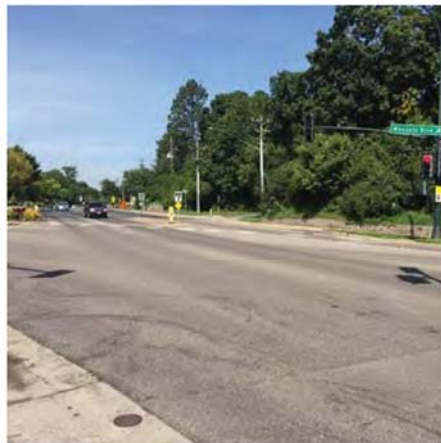
standards and with improved sightlines at intersections. Bump-out planting areas, wayfinding signage, and informational kiosks completed the downtown renovation.



To keep disruption to businesses at a minimum, a plan was developed to close three city blocks at once, rather than stage construction over a longer time frame. The project was completed within an astonishing eight-week construction window.

Similarities to Wayzata

- Innovative construction staging to minimize construction impacts and expedite project schedule
- Pedestrian accommodations including ADA compliance and wayfinding
- Focused stakeholder outreach
- Contextual streetscape improvements



Project Understanding

Background

Presbyterian Homes' senior housing community in Wayzata is a complex that offers much more than senior housing. **Folkestone** is a progressive environmentally-friendly community featuring homes for older adults. Pedestrian walkways connect the community to shopping, dining, parks and open spaces, downtown Wayzata, and Lake Minnetonka. In addition to senior housing, the community features on-site and close proximity shopping and medical facilities, and with its convenient location in downtown Wayzata, US Highway 12, Wayzata Boulevard, CSAH 101, and other regional roadways provide regional access to the greater Twin Cities metropolitan area.

As part of this development, Presbyterian Homes has become a partner with the City of Wayzata in the reconstruction and upgrading of nearby city streets to ensure the local street network continues to provide safe and convenient access to residents and businesses, while also serving the increased traffic demands from the Folkestone community.

Project Considerations

The City of Wayzata is undertaking the Wayzata Boulevard and Superior Boulevard Intersection and Superior Boulevard Reconstruction project to complete the public improvements required with the adjacent Presbyterian Homes development. The goal is improved safety, pedestrian, intersection alignment, and street network improvements for all users. There are many existing issues along the project area and challenges with the improvements. Bolton & Menk is excited for the opportunity to deliver this project and provide the neighborhood engagement, streetscaping, pedestrian, street, traffic signal, and water quality solutions needed.

There are many challenges and opportunities along Wayzata Boulevard and Superior Boulevard for our team to understand and consider. We have included a **Project Considerations Map** on the following page illustrating our understanding of the project area.

Project Challenges and Opportunities

Neighborhood Engagement - Early engagement of adjacent property owners, the project neighborhood, and the public to share project design and listen to public

comments and concerns will be critical for project success. This project requires open and honest conversations about the public's concerns and the project design to build the trust and develop the best project solutions. At neighborhood meetings, we will discuss construction and traffic noise, access management, street lighting, pedestrian and traffic safety, traffic levels, solutions to minimize air and stormwater pollution, and more.

Access During Construction - Maintaining convenient and available access to adjacent commercial properties during construction will be critical to the economic viability for local businesses. During preliminary design, Bolton & Menk will provide a focused outreach to local businesses—seeking input on construction phasing solutions to maintain access and minimize disruptions. We will include information in our public engagement to explain the staging plans as they are developed.

Stakeholder Engagement - Bolton & Menk understands how the project development process and identified outcomes can cause concerns for neighbors and stakeholders. We will work hard to engage project stakeholders on issues and build trust through honesty and sincerity. We are committed to taking the time to work through issues and find feasible solutions. We may spend extra time developing acceptable solutions for all stakeholders, but once we've achieved success, the project can move forward quickly. Experience has proven time invested early saves time and money later.

Streetscaping - Streetscaping elements for this project fit with the context of the project area and complement the existing streetscaping on Wayzata Boulevard and Superior Boulevard. Street lighting will match the in-place lighting on Superior Boulevard for aesthetics and consistency in light level and color and for long-term maintenance.





Wayzata Blvd and Superior Blvd Intersection and Superior Blvd Reconstruction

City of Wayzata, Minnesota

Project Considerations Map

August 25, 2017



Real People. Real Solutions.



South project limit at Rice St.



Presbyterian Homes development and streetscapes



Limited available right-of-way north of Circle A Dr.



Existing free right to Superior Blvd.



Proposed 3/4 intersection restricting access to Walgreens



Existing diagonal crosswalks limit pedestrian mobility



Existing timber retaining wall to be replaced



Existing driveway access to gas/service station



Traffic Safety

CRASHiD™ is an interactive application developed by Bolton &

Menk to understand and target traffic safety issues. Access to crash trends and analysis is essential to understanding traffic issues. CRASHiD™ will help to quickly identify and prioritize safety improvements based on the type, location, and severity of crashes prior to collecting and processing detailed crash information.

For our proposal, we have consulted Bolton & Menk's CRASHiD™ safety analysis tool for an understanding of the intersection crash experience for 2013-2015 on Wayzata Boulevard at Benton Avenue and at Superior Boulevard.

- Wayzata Boulevard at Benton Avenue intersection experienced 11 crashes (8 rear end, 3 sideswipe) over the 3-year study period
- Wayzata Boulevard at Superior Boulevard intersection experienced 10 crashes (7 rear end, 2 sideswipe, one left turn) over the 3-year study period



Minnehaha Creek Watershed District - Bolton & Menk will engage the Minnehaha Creek Watershed District (MCWD) early in the design process to fully understand their requirements for this project and engage them on possible opportunities for grant funding. The goal is to bring the district in as a partner to address/incorporate any potential requirements from the beginning and enhance potential project opportunities from their perspective.

Coordination with Hennepin County - With the close proximity to CSAH 101 just east of this project and the need to provide interconnected signal operations with the adjacent Central Avenue/Wayzata Boulevard intersection, close coordination with Hennepin County staff on construction and traffic signal issues will be important for project success. Bolton & Menk will engage Hennepin County early in the process and leverage Pete Lemke's strong relationships with the county's transportation department to engage them on issues and develop solutions.

Project Approach

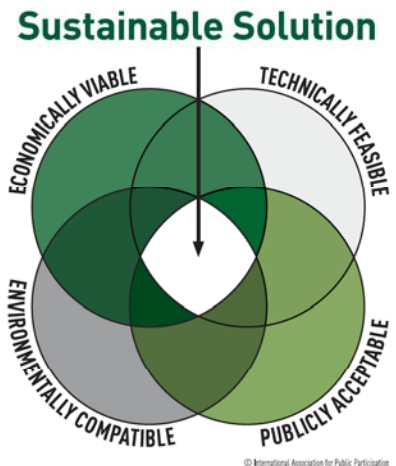
Aaron Warford and the Bolton & Menk team will lead project partners through a detailed design process to develop a sustainable solution fully supported by the City of Wayzata, Presbyterian Homes, other project partners, and the public. Our balanced, focused, and flexible approach to developing sustainable project solutions has proven successful in the delivery of many similar projects, including TH 61 in downtown Red Wing, Central Avenue Reconstruction in Osseo, and the Artery in Hopkins.

We have tailored our approach to the Wayzata Boulevard and Superior Boulevard Intersection and Superior Boulevard Reconstruction project based on our conversations with City of Wayzata staff, our knowledge of the project area, and our experience with similar urban reconstruction projects. We understand the schedule to complete pre-letting activities is tight. We are prepared to complete the neighborhood engagement, Hennepin County and MCWD coordination, preliminary engineering, final engineering and plans, and all project approvals by January 2018 to allow for a late winter bidding and construction during summer 2018.

Sustainable Solution

A sustainable solution that is technically feasible, environmentally compatible, economically viable, and publicly acceptable is the only way to deliver the proposed Wayzata Boulevard and Superior Boulevard Intersection and Superior Boulevard

Reconstruction project. This common-sense and transparent approach will provide a design solution that is accepted by the public, can be approved by project partners, and constructed within the 2018 time frame identified in the RFP. Our general approach for the project will focus on design flexibility and efficiency, with the goal of minimizing impacts to adjacent land uses, protecting environmentally sensitive areas, and reducing project construction and long-term maintenance cost.



A **Technically Feasible** plan includes one that builds upon work already completed, establishes technical objectives based on sound planning and engineering principles, and applies extensive design experience to finding flexibility and feasible solutions. For the Wayzata Boulevard and Superior Boulevard Intersection and Superior Boulevard Reconstruction project, this will mean identifying and evaluating all project needs and making informed decisions in the development of the final plans and as we engage the public on design direction and project outcomes.

Our number one priority is developing technically feasible solutions in the design of roadway, ADA compliance and pedestrian route, traffic signal, stormwater, and streetscaping improvements. We will lead project partners in evaluating and selecting the proper context-sensitive solution. The following actions will aid the process:

- We will identify technical objectives based on sound planning and engineering principles and apply our extensive design experience to find flexible and feasible solutions.
- Our team will consider how to best design and construct the roadway, ADA compliance and pedestrian route, intersection, traffic signal, and streetscape improvements while keeping a close eye on temporary and permanent signal operations, construction staging, streetscaping needs, and design standards.
- We will develop construction plans and specifications that are technically feasible and have been checked by our QA/QC processes. This includes developing plans, specifications, and details with city standards.

An **Economically Viable** plan will be sensitive to initial capital costs and lifecycle costs and will focus on individual design details such as construction materials, construction phasing, long-term streetscaping maintenance, and site planning details. For the Wayzata Boulevard and Superior Boulevard Intersection and Superior Boulevard Reconstruction project, this means understanding and evaluating the geometry on all four legs and impacts to the surrounding area. We will evaluate grading and retaining wall alternatives with the highest benefit/cost ratio to the project partners and users. We will implement principles of design flexibility and right-sizing to stay within budget.

- We understand the importance of knowing the cost implications prior to decisions being made. We will have costs at the forefront when project detail alternatives are being developed and evaluated.

- It is our job to manage the project and budget. We understand that having a realistic budget and managing expenses is crucial for the success and continued support of the project from start to finish. This includes our professional fee, construction estimate, project changes, etc. This also includes being aware of expenses beyond the basic construction elements, such as costs dictated by staged construction or utility companies.
- We have demonstrated success leading project partners through design while having fair and active discussions on cost responsibility. There will be no surprises with the Bolton & Menk team.

An **Environmentally Compatible** plan identifies sensitive features of the site, determines what levels of permit review may be necessary, and balances design alternatives to ensure water quality requirements are met and protected. We accentuate the environmental, historic, and cultural resources context of the project while accommodating the fundamental purpose of the project improvements.

- Bolton & Menk has a demonstrated understanding of MCWD's regulations related to stormwater treatment on linear projects. We have successfully implemented volume control BMPs and innovative stormwater treatment designs on similar projects in communities throughout the metro area.
- We will develop project construction plans and specifications that are consistent with City of Wayzata standards and compatible with the city's previous work on Wayzata Boulevard and Superior Boulevard.
- We will develop a streetscape design that will complement the city's previous work on Wayzata Boulevard and Superior Boulevard.

A **Publicly and Politically Acceptable** plan identifies and involves stakeholders early in the decision-making process, listens and understands issues, and informs and maintains communication. Our neighborhood participation approach is fully integrated into our design process and based on the principles of informed consent.



We believe we must be flexible in our design to accommodate specific needs of the public. We concurrently

build trust and manage expectations by saying “Yes” when we can and “No” when we have to. The City of Wayzata can expect our team to recognize different interests and allow opportunities for input, educate stakeholders on tradeoffs between improvement options, and ultimately create well-informed stakeholder groups that have a sense of ownership in the development of solutions and final plans for this project.

Bolton & Menk will lead a well-organized public involvement process that leads to a sustainable solution that can be clearly supported by the City of Wayzata, Presbyterian Homes, and other project partners. Our balanced, focused, and flexible approach places great emphasis on being proactive, transparent, and open-minded.

We have included several key elements in our plan that will be essential in conveying information and building informed consent. We will use high quality graphics to help explain complex situations, potential roadway enhancements, and other improvement strategies. We believe a picture is worth a thousand words, especially with helping nontechnical people understand technical issues.

The Bolton & Menk team will lead the City of Wayzata toward a sustainable solution that is technically feasible, economically viable, environmentally compatible, and publicly acceptable. We are confident you will be highly satisfied with our proven participatory process and will look back in favor on this project.

Solid Project Management

Our project manager, Aaron Warford, will lead the Bolton & Menk team in delivering the Wayzata Boulevard and Superior Boulevard Intersection and Superior Boulevard Reconstruction project. Aaron will serve as primary client contact and ensure the team has adequate resources and personnel to deliver the required services and scope. A key task of the project manager is to provide consistent project communication. Aaron will also work with the team to solve day-to-day issues that may arise.

A strong project manager uses engaging and informative communication strategies throughout the project. This establishes a pattern of clear and consistent messaging, informed decision-making, and regular budget, scope, and schedule tracking. Aaron specializes in commanding the room at meetings, digging into concerns, and

finding a sustainable solution. Our role is to lead. Our proactive approach avoids stakeholder confusion, public discontinuity, and schedule delays and results in full partnership support and successful project completion.

We pride ourselves in our management approach to integrate all specialty areas. We challenge our team to look well

beyond their areas of expertise and to question, understand, and promote innovative ideas that benefit multiple project components. Our approach for management relies on a structure of team initiative and clear communication.

Aaron will use several tracking tools to manage current project status and upcoming needs. Tools may include

- Updateable project schedule
- Deliverables tracking log
- Phone/conversation communications log
- Action items log
- Decisions log

Based on our understanding of the project, we are committed to completing the required work and providing the requested deliverables within the schedule and budget. A detailed project scope and schedule serve as a basis for expectations between the City of Wayzata, project partners, and Bolton & Menk. Key elements in controlling cost and schedule include active management of project scope by the Bolton & Menk team and diligent communication with the city on progress and schedule. Aaron will monitor progress with formal budget and progress reporting on a monthly basis to the City of Wayzata. He will use an S-curve budget tracking spreadsheet to ensure we are on track with budget and project progress. He will check in with his team to ensure project progress and budget expenditures are tracking in alignment. Aaron understands it is important to track this information and communicate with the team so they can make any necessary adjustments required for project success.



We will lead this delivery process through consistent communication, firm schedules, and established milestones, all while building consensus along the way. We will schedule all meetings, complete all agendas, maintain meeting records, and offer regular updates on next steps and upcoming project requirements.

Public Engagement and Neighborhood Meetings

Bolton & Menk considers maintaining effective client communication key to a successful project. With Bolton & Menk as your consultant, you can expect to have critical and non-critical information communicated in a timely and proactive manner, including information related to progress status, schedule, technical findings, stakeholder contacts, and costs.

Our team will educate the public about why we are implementing this project. We will give them an opportunity to comment on the project through neighborhood meetings and a public open house. It is vital we start the conversation early in the process, providing opportunities for public comment using a variety of engagement methods. We believe two-way communication of project issues and opportunities is an essential element in delivering the project on-time and within budget.

In coordination with the management of this project, the Bolton & Menk team will prepare for



and participate in up to three neighborhood meetings and one public open house meeting to share the design with adjacent property owners and the public. These meetings will also be an opportunity for the public to share initial comments and concerns and ask questions about the project design.

The presented information will include the project purpose and gathered input on issues, needs, and opportunities within the corridor. Topics will focus on the traffic and safety improvements, proposed construction staging, and potential impacts to adjacent properties and residents such

as noise, lighting, traffic impacts, and pollution. We will also keep the public informed on the proposed schedule for improvements. This will ensure we have captured public input and incorporated it into the project design when possible within the scope and context of the project.

The goal of public engagement is to build trust with stakeholders and foster open and honest dialogue on project issues. We will incorporate input when we can and say no when we have to. Having this trust ensures we keep the project moving forward with acceptance of the project direction, even when stakeholders may not entirely agree with all components of the project.

In addition to the neighborhood meetings and an open house, we will engage project stakeholders throughout the design with periodic newsletters, a project website, and an open-door policy for discussing the project as needed in coordination with city staff. We will also communicate project information in a similar manner during construction with website updates, newsletters, and notices.

Affirm Project Goals and Develop Solutions

In conjunction with the neighborhood and design coordination meetings, Bolton & Menk will work to affirm the stated project goals and begin to develop solutions. We have identified engaging the neighborhood and working through issues to develop sustainable and acceptable solutions as a major driver to the project schedule. As project issues are resolved and solutions developed, we will document desired project goals and outcomes to formalize and record desired project solutions.

As evidenced in the RFP, the City of Wayzata and Presbyterian Homes have already put a great deal of consideration into the desired project outcomes. For this step, the city can expect our team to affirm project goals and objectives and develop solutions consistent with the city council approved **Option 2 – Wayzata Alignment** layout. We will also identify project components based on technically-derived solutions resulting from our neighborhood and agency engagement. The results of this step will provide the following outcomes and lead into final design and plan development:

- Identify roadway and intersection geometric components for safety, pedestrian and traffic operations, access, and capacity improvements along Superior Boulevard and at the Wayzata Boulevard at Superior Boulevard/Benton Avenue intersection

- Engage MCWD in the identification and evaluation of innovative stormwater BMP solutions and on approval and funding opportunities for the selected BMPs
- Identify a connected, safe, and accessible pedestrian transportation network
- Develop temporary and permanent signal operations for Wayzata Boulevard at Superior Boulevard/ Benton Avenue and interconnectedness with CSAH 101 (Central Avenue) at Wayzata Boulevard
- Develop streetscape solutions that complement previous work on recommendations for public utility maintenance, rehabilitation, or replacement solutions

Final Design and Plan Submittals

As our team is engaging the neighborhood, Hennepin County, and MCWD and developing project solutions that are acceptable to the city and project partners, we will also begin working on final design, plan submittals, and completing the permits and approvals required for this project. Having city and neighborhood buy-in on project solutions prior to beginning final design will allow Bolton & Menk to quickly and efficiently complete final design, prepare the plan bid package, and achieve all project approvals by January 31, 2018, ensuring we are ready for construction in summer 2018.

Construction Administration and Observation

After engaging the project stakeholders and neighbors, developing project solutions, and completing final plans, our construction lead, Nick Powers, will perform the construction administration and observation duties, as well as be the eyes and ears of the design manager. Nick is a highly motivated, skilled, and qualified individual that will perform the necessary duties to ensure the project runs smoothly for the city, neighborhood, road users, and other project stakeholders.

Bolton & Menk will facilitate, organize, communicate, negotiate, and troubleshoot. Our well-trained staff are prepared to handle a multitude of tasks and situations on any jobsite. Nick will be pulled in at key times during final design for input on constructability. He will also familiarize himself with the final design when the plans are completed. We will schedule and lead the preconstruction meetings, finalize the construction schedule, and make sure everything is in place before construction starts. We will continue building a solid foundation for a successful project by making sure all needed components and processes are in place.

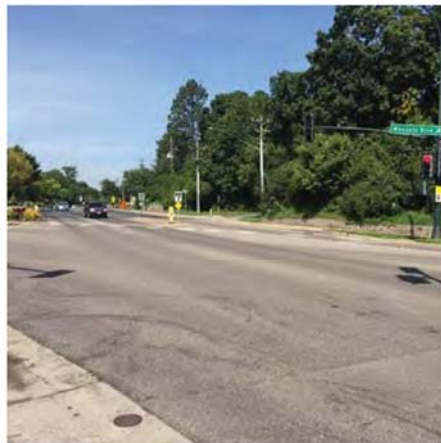
Once the project is underway, we will schedule and lead weekly construction meetings and monitor construction activities to ensure compliance with the contract. We will track project progress, keep a daily diary, and coordinate monthly pay items. We will have a complete understanding of all aspects of the project, including equipment, construction methods, and environmental conditions. At the end of the project, Nick will make sure the contractor has satisfactorily completed all project items according to the contract.

Nick will build personal relationships with the client, stakeholders, contractor, and the public. He may attend various meetings or coordinate with third party agencies. He will serve as a liaison between the city, general contractor, and project engineer for all aspects of the project.



Bolton & Menk staff have extensive experience managing and inspecting construction projects, ranging from small routine maintenance projects to large and complex transportation projects. We have the passion and ability to act as an extension of city staff, from inspection support to project management to full project administration and delivery.

We feel we have assembled a great team and developed a solid approach to make this a successful project for the City of Wayzata and all stakeholders. It is our goal to ensure we deliver a project you can look back on in favor.



Project Work Plan and Schedule

The City of Wayzata developed a well thought out scope of work as part of the Request for Proposal (RFP). Rather than restate what was listed in the RFP, we have included the following table, which details the tasks, task champion, key activities, planned deliverables, and city responsibilities. The hours in our cost estimate and schedule milestones directly correlate with this work plan, and all will be used as the basis for project scheduling, management, and invoicing.

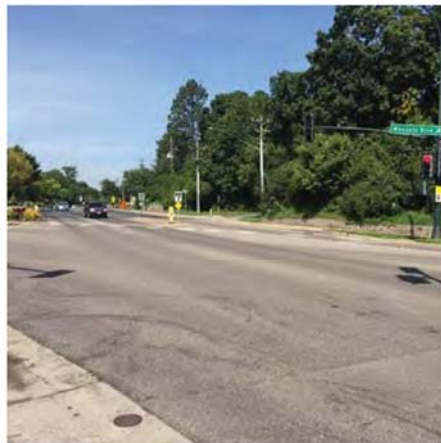
Task	Task Champion	Key Activities	Deliverable	City Responsibilities
1.0 Project Management	Aaron Warford	- Communicate/coordinate with city PM and Presbyterian Homes - Schedule, prepare for, and participate in design coordination and other meetings - Develop and implement project tracking logs (action, decision, deliverables) - Develop project S-curve for tracking schedule and cost - Develop and implement comprehensive QA/QC program - Submit monthly invoices and progress reports - Submit updated schedule and S-curve - Compile and submit complete project records	- Monthly invoices with progress reports - Schedule with ongoing updates 4-week look ahead schedules - S-curves - Project website - Design coordination meetings (including agendas and minutes) - Project newsletters - Project tracking logs	- Process monthly invoices and progress reports - Participate in project coordination - Ongoing communication
2.0 Topographic Survey and Mapping	Survey	- Verify topographic survey information from city and Presbyterian Homes - Perform supplemental topographic survey as needed - Prepare any necessary easement descriptions and exhibits	- Topographic survey - Easement descriptions and exhibits	Provide topographic survey information
3.0 Public/Agency Involvement	Pete Lemke	- Schedule, prepare for, and participate in neighborhood engagement meetings - Engage stakeholders, learn by hearing answers to others' questions - Coordinate with Hennepin County - Seek solutions to address community and individual interests - Identify issues and concerns - Solicit input from all who have a stake in the project - Engage approval and permitting agencies - Identify permit requirements, issues, and concerns - Coordinate review, input, and approval	- Public involvement plan - Neighborhood meetings - Public open house meeting (including meeting materials, agendas, minutes, presentations) - Hennepin County project approval - MCWD project approval - Stakeholder and property owner meetings 2 newsletters/brochures	- Assist with reserving meeting locations and scheduling meetings - Public engagement and meeting participation - Provide input regarding community and individual interests
4.0 Traffic Signal Design	Ross Tillman	- Prepare signal justification letter - Develop traffic signal design - Design temporary traffic signal operations to accommodate construction staging - Coordinate with Hennepin County on traffic signal design, review and approval, interconnection, and long-term maintenance - Incorporate APS and evaluate for flashing yellow arrow	- Traffic signal design, plans, special provisions, and cost estimate - Traffic signal operations and timing plan	- Timely review of signal justification letter and traffic signal plans - Participate in coordination with Hennepin County as necessary
5.0 Streetscape Design	Joel Odens	- Understand and incorporate existing streetscape context - Develop streetscape design that complements work on Superior and Wayzata Boulevards - Incorporate street lighting to match existing on Superior Boulevard - Develop streetscape plans	Streetscape and lighting plans	Input and timely review at key milestones

Project Work Plan and Schedule

Task	Task Champion	Key Activities	Deliverable	City Responsibilities
6.0 Storm Sewer Design and Permitting	Tim Lamkin	- Evaluate BMPs to effectively manage runoff from new impervious - Develop storm sewer design and plans - Engage MCWD on possible grant funding for project stormwater management features - Incorporate BMPs for stormwater management into design and plans	- BMP identification and evaluation - MCWD grant funding - Storm sewer design, plans, and permitting	- Perform LGU role - Participate in coordination with MCWD as necessary - Fulfill MCWD grant funding requirements
7.0 Prepare Plans and Specifications	Tim Lamkin	- Develop project final design - Prepare final design plans at 50%, 95%, and final design milestones - Develop project specifications and special provisions - Prepare construction cost estimates - Submit plan submittals and approvals - Recommend and update project phasing, budgets, and schedule	50%, 95%, and final design plans 95% and final project specifications and special provisions 95% and final cost estimates - Project budgets, phase, and schedule recommendations	- Timely review of 50%, 95%, and final design milestone submittals - Provide city design details and bidding document attachments as requested - Design meeting participation - Coordination as needed with public, Hennepin County, and MCWD to support project
8.0 Bidding	Tim Lamkin	- Prepare and publish advertisement for bid after authorization from city - Distribute bid documents - Provide response to contractor questions - Prepare and issue addenda as required - Attend bid opening and prepare bid tabulation	- Advertisement for bid - Bid documents - Response to contractor questions - Addenda - Bid tabulations	- Review of advertisement for bid - Host bid opening
9.0 Construction Services	Nick Powers	- Conduct construction surveying and staking - Coordinate with Hennepin County on signal timing for temporary and permanent conditions - Prepare submittal log - Collect certificates of compliance and verify products are on approved products list	- Documentation of survey points installed - Construction staking - Temporary and permanent signal timing - Submittal log - Certificates of compliance and approved products	Discussion on project issues that may arise
10.0 As-Built Documentation	Nick Powers	Identify and document as-built conditions	As-builts	Review as-built documentation as to form and conformance to city standards
11.0 ALTERNATE - Construction Observation	Nick Powers	- Conduct on-site construction verification inspection - Initiate daily inspection reports, material certification, and project correspondence - Conduct field reviews of traffic operations - Verify contractor field reviews and SWPPP compliance - Verify quantity calculations, field measure for payment purposes, and write communications - Document changes in plans and specifications for as-built preparations - Schedule material testing	- Construction observation - Inspection reports - Materials certification - Project correspondence - Field measurements and quantity calculations - Project communication - Construction documentation	Discussion of project issues that may arise
12.0 ALTERNATE - Contract Administration	Nick Powers	- Hold preconstruction meeting - Conduct weekly construction meetings with agenda and minutes - Prepare pay applications - Manage change orders and supplemental agreements for city approval	- Pay applications - Meeting agendas and minutes - Other documents to deliver professional recommendations during construction	- Attend and participate in preconstruction and weekly construction meetings - Timely review of pay applications - Input on and review and approval of change orders and supplemental agreements

Project Work Plan and Schedule



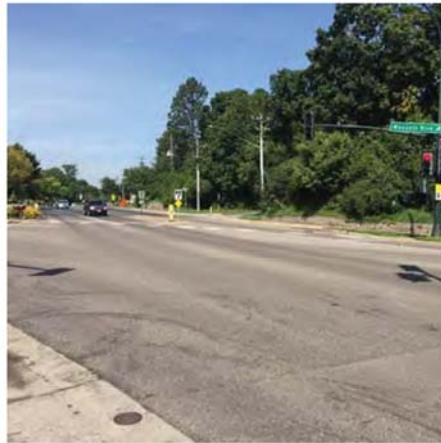


Client: City of Wayzata Project: Wayzata Blvd/Superior Blvd Intersection and Superior Blvd Reconstruction		Bolton & Menk, Inc.								
Task No.	Work Task Description	Project Manager	Design Manager	Lead Traffic Engineer	Lead Roadway Engineer	Landscape Architect	Construction Observation and Administration	Survey	Clerical	Totals
1.0	Project Management									
1.1	Project Management	22	32							54
	Subtotal Hours - Task 1	22	32	0	0	0	0	0	0	54
2.0	Topographic Survey and Mapping									
2.1	Topographic Survey Verification							8		8
2.2	Supplemental Topographic Survey							24		24
2.3	Easement Descriptions and Exhibits							32		32
	Subtotal Hours - Task 2	0	0	0	0	0	0	64	0	64
3.0	Public/Agency Involvement									
3.1	Design Coordination Meetings	6	8	4	4	6			8	36
3.2	Neighborhood Meetings	6	8	4	4	36			6	64
	Subtotal Hours - Task 3	12	16	8	8	42	0	0	14	100
4.0	Traffic Signal Design									
4.1	Signal Justification Letter	1	2	24						27
4.2	Temporary Signal Design and Operations			17						17
4.3	Traffic Signal Design		1	105						106
	Subtotal Hours - Task 4	1	3	146	0	0	0	0	0	150
5.0	Streetscape Design									
5.1	Streetscape Plans	2	6			170				178
	Subtotal Hours - Task 5	2	6	0	0	170	0	0	0	178
6.0	Storm Sewer Design and Permitting									
6.1	BMP Evaluation		6		24					30
6.2	MCWD Grant Funding Review		4		2					6
6.3	Stormwater Permitting		16		24					40
	Subtotal Hours - Task 6	0	26	0	50	0	0	0	0	76
7.0	Prepare Plans and Specifications									
7.1	Final Design, Cost Estimate, and Specifications	4	32		175	75				286
7.2	50% Design Submittal	2	24	16	63					105
7.3	95% Design Submittal	2	41	20	45					108
	Subtotal Hours - Task 7	8	97	36	283	75	0	0	0	499
8.0	Bidding									
8.1	Bid Administration	1			19					20
8.2	Addendum Preparation				14					14
	Subtotal Hours - Task 8	1	0	0	33	0	0	0	0	34
9.0	Construction Services									
9.1	Construction Surveying/Staking				4			80		84
9.2	Coordination of Signal Timing for Temporary and Permanent Conditions with Hennepin County		2	22						24
9.3	Submittal Log						10			10
9.4	Certificates of Compliance						6			6
	Subtotal Hours - Task 9	0	2	22	4	0	16	80	0	124
10.0	As-Built Documentation									
10.1	As-Built Documentation						56	40		96
	Subtotal Hours - Task 10	0	0	0	0	0	56	40	0	96
11.0	ALTERNATE - Construction Observation									
11.1	On-Site Construction Verification Inspection						620			620
11.2	Daily Inspection Reports, Material Certification, and Project Correspondence		4				200			204
11.3	Field Reviews of Traffic Operations			24			20			44
11.4	Contractor Field Reviews and SWPPP Compliance						45			45
11.5	Verify Quantity Calculations, Field Measure for Payment Purposes, and Write Communications						240			240
11.6	Document Changes in Plans and Specifications for As-Built Preparations		4				40			44
11.7	Schedule Material Testing						30			30
	Subtotal Hours - Task 11	0	8	24	0	0	1195	0	0	1227
12.0	ALTERNATE - Contract Administration									
12.1	Preconstruction Meeting	1	2		4	2	8	2		19
12.2	Weekly Progress Meetings with Contractor and City		4		4	2	80			90
12.3	Prepare Pay Applications						37		24	61
	Subtotal Hours - Task 12	1	6	0	8	4	125	2	24	170

Client: City of Wayzata Project: Wayzata Blvd/Superior Blvd Intersection and Superior Blvd Reconstruction		Bolton & Menk, Inc.									
Task No.	Work Task Description	Project Manager	Design Manager	Lead Traffic Engineer	Lead Roadway Engineer	Landscape Architect	Construction and Observation	Survey	Clerical	Total Hours	Total Cost
1.0	Project Management	22	32	0	0	0	0	0	0	54	\$7,790
2.0	Topographic Survey and Mapping	0	0	0	0	0	0	64	0	64	\$7,360
3.0	Public/Agency Involvement	12	16	8	8	42	0	0	14	100	\$12,206
4.0	Traffic Signal Design	1	3	146	0	0	0	0	0	150	\$18,075
5.0	Streetscape Design	2	6	0	0	170	0	0	0	178	\$21,510
6.0	Storm Sewer Design and Permitting	0	26	0	50	0	0	0	0	76	\$9,880
7.0	Prepare Plans and Specifications	8	97	36	283	75	0	0	0	499	\$64,040
8.0	Bidding	1	0	0	33	0	0	0	0	34	\$4,455
9.0	Construction Services	0	2	22	4	0	16	80	0	124	\$14,188
10.0	As-Built Documentation	0	0	0	0	0	56	40	0	96	\$10,088
Total Hours		46	182	212	378	287	72	184	14	2772	
Average Hourly Rate		\$165.00	\$130.00	\$120.00	\$130.00	\$120.00	\$98.00	\$115.00	\$79.00		
Subtotal		\$7,590	\$23,660	\$25,440	\$49,140	\$34,440	\$7,056	\$21,160	\$1,106		
Total Fee											\$169,592

Alternate Tasks

11.0	ALTERNATE - Construction Observation	0	8	24	0	0	1195	0	0	1227	\$121,030
12.0	ALTERNATE - Contract Administration	1	6	0	8	4	125	2	24	170	\$16,841
ALTERNATE - Total Hours		1	14	24	8	4	1320	2	24	1397	
ALTERNATE - Subtotal		\$165	\$1,820	\$2,880	\$1,040	\$480	\$129,360	\$230	\$1,896		
ALTERNATE - Total Fee		\$137,871									
Total Fee Including Alternate Tasks		\$307,463									



NOTES	ITEM NUMBER	ITEM DESCRIPTION	UNIT	SEGMENT 3			SEGMENT 6			
				UNIT PRICE	ESTIMATED QUANTITY	TOTAL AMOUNT	UNIT PRICE	ESTIMATED QUANTITY	TOTAL AMOUNT	
ROADWAY QUANTITIES										
	2021.501	MOBILIZATION	LUMP SUM	\$ 20,000	1	\$ 20,000	\$ 30,000	1	\$ 30,000	
	2101.511	CLEARING AND GRUBBING	TREE	\$ 250	26	\$ 6,500	\$ -		\$ -	
	2104.500	REMOVALS	LUMP SUM	\$ 50,000	1	\$ 50,000	\$ 65,000	1	\$ 65,000	
	2104.501	REMOVE SANITARY SEWER	LIN FT	\$ -		\$ -	\$ -		\$ -	
	2104.501	REMOVE WATERMAIN	LIN FT	\$ -		\$ -	\$ -		\$ -	
	2104.509	REMOVE SANITARY MANHOLE	EACH	\$ -		\$ -	\$ -		\$ -	
	2104.509	REMOVE HYDRANT	EACH	\$ -		\$ -	\$ -		\$ -	
	2105.501	COMMON EXCAVATION	CU YD	\$ 10	3400	\$ 34,000	\$ 10	10000	\$ 100,000	
	2105.522	SELECT GRANULAR BORROW (CV)	CU YD	\$ 15	2000	\$ 30,000	\$ 15	4000	\$ 60,000	
	2105.604	GEOTEXTILE FABRIC TYPE V	SQ YD	\$ -		\$ -	\$ -		\$ -	
	2211.503	AGGREGATE BASE (CV) CL 5	CU YD	\$ 25	1200	\$ 30,000	\$ 25	2300	\$ 57,500	
	2301.501	CONCRETE PAVEMENT	SQ YD	\$ -		\$ -	\$ -		\$ -	
	2357.500	BITUMINOUS PAVEMENT	TON	\$ 60	730	\$ 43,800	\$ 60	1300	\$ 78,000	
	2501.500	DRAINAGE SYSTEM	LUMP SUM	\$ 58,000	1	\$ 58,000	\$ 93,000	1	\$ 93,000	
	2503.602	PVC WYE	EACH	\$ -		\$ -	\$ -		\$ -	
	2503.603	8" SANITARY SEWER SYSTEM	LIN FT	\$ -		\$ -	\$ -		\$ -	
	2503.603	4" SANITARY SEWER SERVICE	LIN FT	\$ -		\$ -	\$ -		\$ -	
	2504.602	1" CORPORATION STOP	EACH	\$ -		\$ -	\$ -		\$ -	
	2504.602	1" CURB STOP AND BOX	EACH	\$ -		\$ -	\$ -		\$ -	
	2504.602	HYDRANT	EACH	\$ -		\$ -	\$ -		\$ -	
	2504.603	8" WATERMAIN SYSTEM	LIN FT	\$ -		\$ -	\$ -		\$ -	
	2504.603	1" TYPE K COPPER PIPE	LIN FT	\$ -		\$ -	\$ -		\$ -	
	2531.501	CONCRETE CURB AND GUTTER DESIGN	LIN FT	\$ 20	2000	\$ 40,000	\$ 20	3100	\$ 62,000	
	2563.601	TRAFFIC CONTROL	LUMP SUM	\$ 20,000	1	\$ 20,000	\$ 60,000	1	\$ 60,000	
	2564.600	SIGNING AND STRIPING	LUMP SUM	\$ 5,800	1	\$ 5,800	\$ 12,000	1	\$ 12,000	
	2565.511	TRAFFIC CONTROL SIGNAL SYSTEM AT SUPERIOR BLVD. AND WAYZATA BLVD. E.	LUMP SUM	\$ -		\$ -	\$ 235,000	1	\$ 235,000	
	2565.511	TRAFFIC CONTROL SIGNAL SYSTEM AT LAKE ST. E. AND BROADWAY AVE. S.	LUMP SUM	\$ -		\$ -	\$ -		\$ -	
	2565.511	TRAFFIC CONTROL SIGNAL SYSTEM AT LAKE ST. E. AND SUPERIOR BLVD.	LUMP SUM	\$ -		\$ -	\$ -		\$ -	
	2575.555	TURF ESTABLISHMENT AND EROSION CONTROL	LUMP SUM	\$ 5,800	1	\$ 5,800	\$ 11,600	\$ 1.00	\$ 11,600	
ROADWAY SEGMENT SUBTOTALS						\$ 343,900			\$ 864,100	
ROADWAY CONTINGENCIES (20%)						\$ 68,800			\$ 177,800	
ROADWAY SEGMENT SUBTOTALS + CONTINGENCIES						\$ 412,700			\$ 1,036,900	
STREETSCAPE QUANTITIES										
	2105.607	STRUCTURAL SOIL BORROW PLANTING MEDIUM (CV)	CU YD	\$ 110		\$ -	\$ 110		\$ -	
	2521.501	EXPOSED AGGREGATE WALK	SQ FT	\$ 10	2800	\$ 28,000	\$ 10	15000	\$ 150,000	
	2521.501	4" EXPOSED AGGREGATE MEDIAN MAINTENANCE STRIP (1.5' WIDTH)	SQ FT	\$ 10	940	\$ 9,400	\$ 10	1100	\$ 11,000	
	2540.602	BENCH	EACH	\$ 2,100	1	\$ 2,100	\$ 2,100		\$ -	
	2540.618	CLAY PAVERS	SQ FT	\$ 20	310	\$ 6,200	\$ 17	1700	\$ 28,900	
	2540.602	TRASH RECEPTACLE	EACH	\$ 1,500	2	\$ 3,000	\$ 1,500	2	\$ 3,000	
	2540.602	BIKE RACK	EACH	\$ 1,100	1	\$ 1,100	\$ 1,050	2	\$ 2,100	
	2545.602	STREET LIGHTING	EACH	\$ 7,000	9	\$ 63,000	\$ 7,000	8	\$ 56,000	
	2564.602	BANNERS	EACH	\$ 300	9	\$ 2,700	\$ 300	8	\$ 2,400	
	2571.502	DECIDUOUS TREE 3" CAL B&B	TREE	\$ 750	21	\$ 15,750	\$ 750	50	\$ 37,500	
	2571.502	LOW MAINTENANCE SHRUB/PERENNIAL MEDIAN PLANTINGS	SQ FT	\$ 10	3600	\$ 36,000	\$ 9	4900	\$ 44,100	
	2571.502	IRRIGATION FOR MEDIAN PLANTINGS	SQ FT	\$ 3	3600	\$ 9,000	\$ 3	5000	\$ 12,500	
	2571.602	TREE GRATE & FRAME	EACH	\$ 2,100		\$ -	\$ 2,100		\$ -	
STREETSCAPE SEGMENT SUBTOTALS						\$ 176,250			\$ 347,500	
STREETSCAPE CONTINGENCIES (20%)						\$ 35,300			\$ 69,500	
STREETSCAPE SEGMENT SUBTOTALS + CONTINGENCIES						\$ 211,550			\$ 417,000	
ROADWAY AND STREETSCAPE SEGMENTS (SUBTOTALS + CONTINGENCIES)						\$ 624,250			\$ 1,453,900	
PROFESSIONAL STAFF FEES FOR DESIGN, ADMINISTRATION, AND LEGAL SERVICES (20%)						\$ 124,900			\$ 290,800	
SEGMENT SUBTOTALS						\$ 749,150			\$ 1,744,700	
						TOTAL COST FOR SEGMENT 3 AND SEGMENT 6				\$ 2,493,850



Reconstruction of Wayzata Boulevard/Superior Boulevard

Proposal | August 25, 2017

CITY OF WAYZATA



August 25, 2017

City of Wayzata

Attn: Mike Kelly, City Engineer/Asst. Director of Public Works
299 Wayzata Boulevard West
Wayzata, MN 55391

Dear Mr. Kelly and the Selection Committee:

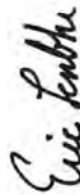
The new development abutting Lake Street and Superior Boulevard has been years in the making and is nearly complete. The City of Wayzata and the developer, Presbyterian Homes, have worked closely during this time planning, finalizing the design, and implementing the improvements. The one remaining public improvement planned with the new development is the reconstruction of the intersection of Wayzata Boulevard and Superior Boulevard. The existing intersection has been in place for many years going back to the 60's. Reconstructing the intersection provides the opportunity to realign Superior Boulevard to connect to Wayzata Boulevard opposite Benton Avenue.

This project presents challenges, however none that are beyond the experiences and resources available to our Stantec Team. The Stantec Team has experiences working in the City of Wayzata and we are committed to developing a design the City will be proud of for many years to come. We will put our expertise to work to solve the following challenges:

- Work closely through the public engagement process to gain buy in from abutting property owners and inform the public about the benefits of the project.
- Design the road elevations, cross slopes, traffic lanes, and streetscape to blend into the abutting

Sincerely,

STANTEC CONSULTING SERVICES INC.



Eric Lembke, PE
Project Manager

(651) 604-4893 | eric.lembke@stantec.com



Ken Anderson, P.E.
Principal -in-Charge

(651) 604-4826 | ken.anderson@stantec.com



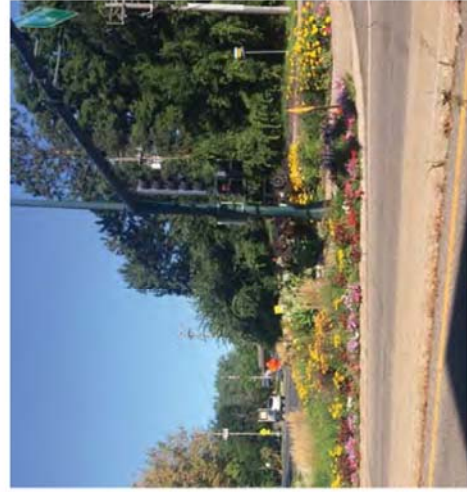
Stantec Consulting Services Inc.
2335 Highway 36 West
St. Paul MN 55113

WHAT'S INSIDE

- 1 Cover Letter
- 2 Firm Description
- 3 Project Understanding
- 4 Project Approach
- 7 Estimated Construction
- 8 Estimated Fees
- 10 Key Personnel
- 19 Firm Experience

- properties meeting the goals of the City for the project.
- Develop a construction phasing plan including temporary signals that is acceptable to the City and feasible for the contractor to efficiently construct the project.
- Continue the same landscape theme from the newly developed areas and provide insight to expand the improvements if justified.

As partners with the City, we are ready to begin immediately to develop the design for the project. We have provided an estimated construction cost based on our history with similar projects. Recognizing options do exist for the design and construction phasing, we are prepared to present all options and work quickly to finalize the preferred option. The alternate for construction services is included and we are prepared to provide these services if the City so chooses. We are excited to have this opportunity to work with the City of Wayzata on this transformative project.



Firm Description

We're active members of the communities we serve.

That's why at Stantec, we always **design with community in mind**.

The Stantec community unites approximately 22,000 employees working in over 400 locations across six continents. We collaborate across disciplines and industries to bring buildings, energy and resource, environmental, and infrastructure projects to life. Our work—engineering, architecture, interior design, landscape architecture, surveying, environmental sciences, project management, and project economics, from initial project concept and planning through design, construction, and commissioning—begins at the intersection of community, creativity, and client relationships.

We'll get you where you want to go. Wherever you're going, our roadways help get you there safely. We follow a roadmap for every project that's driven by constant communication and collaboration with our clients and communities.

Our focused expertise, diverse experience, and collaborative teamwork allow us to create solutions that enhance mobility and improve safety; at the same time, they also enhance the local area and meet the current and future needs of that community. Our leading transportation specialists are matched with our best planners, landscape architects, and scientists based on the given project's requirements. With our approach and our team, we help move people and goods within and between neighborhoods and make it easier to interact and share ideas.

Our portfolio includes thousands of highways and rural byways, toll roads, and urban streets serving every possible mode of transport, in every climate, and across every terrain in North America. Each project is customized to satisfy client needs and connect people within and outside the local community. Whether you're traveling by car, bus, or bicycle, we'll get you where you want to go.



**Your roadmap to here,
there, and everywhere**

Stantec Consulting Services Inc.

2335 Highway 36 West
St. Paul, Minnesota 55113

Contact:

Eric Lembke, PE

P. (651) 604-4893

E. eric.lembke@stantec.com

Company:

Founded: 1954

Business Profile: Publicly Owned

Number of Employees: 22,000

Office locations: 400

Local offices:

St. Paul, Minnesota

Rochester, Minnesota

St. Cloud, Minnesota



Intersection Wayzata Boulevard with
Superior Boulevard

Project Understanding

The existing intersection of Wayzata Boulevard and Superior Boulevard has been in place since the 1960s. The City of Wayzata has studied intersection improvements over the years due to the recent redevelopment in the area. The City Council has selected a layout of the intersection that realigns Superior Boulevard directly opposite Benton Avenue at their respective connections to Wayzata Boulevard.

- Design the preferred four-way intersection of Wayzata Boulevard and Superior Boulevard to meet the traffic and pedestrian needs of the area.
- Provide a gentle slope on Superior Boulevard at its connection with Wayzata Boulevard. Develop acceptable cross slope designs for both roadways with consideration given the need for retaining wall construction balanced with easement acquisition primarily in the southeast corner of the intersection.
- Design center medians that properly direct traffic flow and control storm water flow and provide treatment in accordance with engineering, watershed, and city practices.
- Implement a construction phasing plan that allows traffic movement during construction.
- Schedule, facilitate, prepare, and attend Public Meetings to properly inform the Public.
- Work closely with impacted property owners to address their concerns. Individual or neighborhood meetings will be required on the north side of Wayzata Boulevard at Benton Avenue.
- Continue the streetscape theme in the redeveloped areas for this project and offer suggestions to improve the streetscape design for the betterment of the project.
- Review all construction options in accordance with acceptable engineering standards to satisfy property

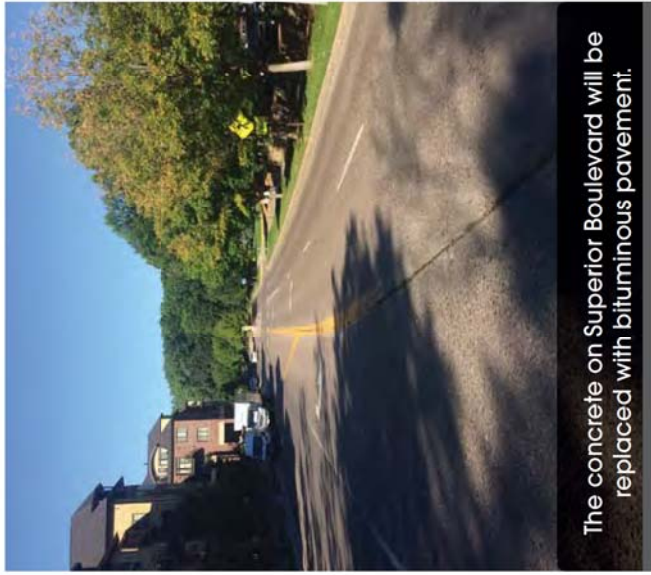


The existing Wayzata Boulevard and Superior Boulevard Intersection is proposed to be realigned to meet traffic and pedestrian needs.

owners concerns, the goals of the redevelopment/ City, and insure the project is constructed to a standard the City can be proud of for many years to come.

Presbyterian Homes and the City worked closely to develop the public infrastructure improvements constructed on Superior Boulevard and Lake Street to serve newly redeveloped areas. Stantec is familiar with the quality of work Presbyterian Homes provides. Recently, our staff worked with Presbyterian Homes on the Cobblestone Lake Gravel Pit Reclamation in Apple Valley, Minnesota.

Stantec has provided an updated construction estimate established from the estimate dated February 2008. The estimate provided herein is based on similar projects and experiences working with property owners, contractors, and city stakeholders. Although each project is different the challenges and goals for each are similar. The estimate will allow Presbyterian Homes and the city to further review the financial responsibilities to construct this project.



The concrete on Superior Boulevard will be replaced with bituminous pavement.

Project Approach

Our project plan includes the tasks to provide engineering design and construction services for the reconstruction of Wayzata Boulevard and Superior Boulevard to Rice Street. In addition we have included those items which add to a project's success but are not limited to public outreach, communication, project management, and our history of working closely with the City of Wayzata. Key tasks are identified below and included in our estimated fees.

Task 1: Topographic Survey and Mapping

Existing surveys from the City and Presbyterian Homes will be collected, reviewed and updated to develop the final design. The final design will identify all permanent and construction easements. Description of easements and exhibits will be prepared for each parcel (estimate of four).

Deliverables

- Review/update existing topo and mapping
- Prepare easement descriptions (4 parcels)



Task 2: Regularly Scheduled Design Meetings

The success of a project relies on proper communication through timely meetings and correspondence. All affected agencies must be informed which for this project includes but is not limited to Hennepin County, Presbyterian Homes, Minnehaha Creek Watershed District (MCWD). We have estimated

four design meetings with City and four neighborhood meetings to receive comments; one of these meetings will include an open house format.

Deliverables

- Design Meetings (4)
- Neighborhood Meetings (3)
- Open House (1)

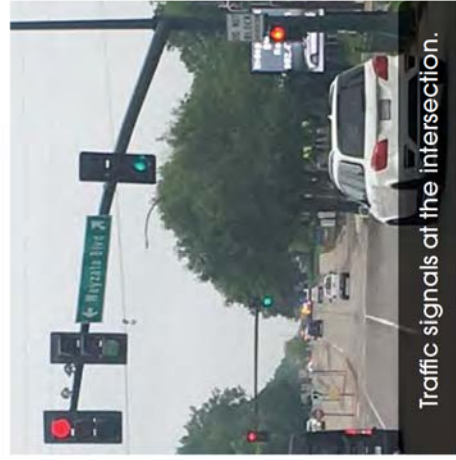
Task 3: Traffic Signal Design

A Signal Justification Letter will be prepared for the new traffic signal at Wayzata Boulevard and Superior Boulevard. All existing and projected traffic volumes including peak AM and PM, along with turning movements will be reviewed and incorporated into the new signal design. The new traffic signal design for the intersection for Wayzata Boulevard and Superior Boulevard will include an interconnect with the Central Avenue traffic signal at Wayzata Boulevard. The design will require working closely with Hennepin County and the City. A temporary traffic signal will be constructed in accordance with the approved construction phasing plan which will likely look at the advantages, disadvantages, and costs for three options, maintaining traffic in all directions at all times; maintain traffic in Wayzata Boulevard and temporarily closing traffic in Superior Boulevard, maintaining traffic in Superior Boulevard and temporarily closing traffic in Wayzata Boulevard Peak AM and PM traffic volumes will be considered in

conjunction with preferred turning movements. Evaluation of flashing yellow and APS ready or fully APS are included.

Deliverables

- Review previous traffic counts and studies
- Prepare Signal Justification Letter
- Interconnect Design (Central Avenue)
- Permanent Traffic Signal Design



Task 4: Streetscape Design

The streetscape design on Superior Boulevard, Lake Street, and the newly developed areas have been developed by the City and developers. The same design will be incorporated into this project working closely with the City and designated partners. Street lighting will be extended on Superior Boulevard from Rice Street to Wayzata Boulevard.

Deliverables

- Streetscape design
- Street lighting

Task 5: Storm Sewer Design and Permitting;

Drainage areas impacting the project will be identified along with existing storm sewers. Storm sewer modeling will be done to identify new storm sewers and BMP's in accordance with City requirements. Drainage issues and solutions will be reviewed and finalized. Grant funding will be explored with MCWD. All permitting requirements will be satisfied.

Deliverables

- Storm water modeling
- Storm sewer design
- Grant funding
- Permitting

Task 6: Prepare Plans Specifications

Plans and specifications will prepared identifying the final design for street/utilities including a construction phasing plan. Private utilities and impacts will be identified. Options for final design and construction phasing will be presented and reviewed during the 50% stage of the design. Permanent and construction easements will be identified on the plans. A proposed budget and schedule will also be presented. Following the 50% submittal and approval, 95% plans will be completed and submitted for approval.



The design of the new retaining walls will incorporate means to minimize impacts to private property.

Deliverables

- Private and public utility coordination
- Design and construction phasing options
- 50% submittal including budget and schedule
- 95% submittal including budget and schedule

Task 7: Bidding

Bidding administration includes addendum preparation and responds to contractors questions. QwestCDN will be utilized to coordinate bidding.

Deliverables

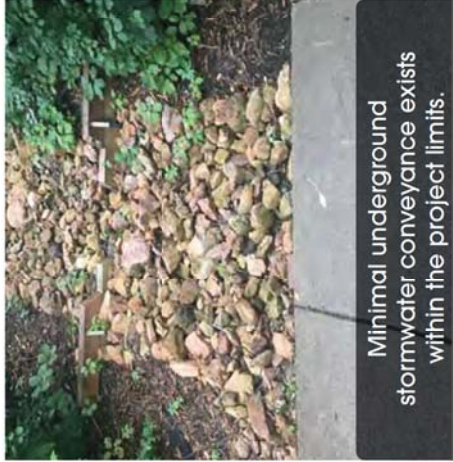
- Bidding administration

Task 8: Construction Services

Shop drawings will be identified and reviewed for compliance in accordance with the plans/specifications. Certificates of compliance and verification of products on the approved project list are included and will be tracked on a submittal log. During construction we will be available for coordination and review of temporary and permanent traffic signal operations with Hennepin County and the City. Construction staking will be provided throughout the entire project in accordance with the specifications. Construction staking budget is an estimate and will depend on the contractor's approach and schedule.

Deliverables:

- Shop drawing review/product compliance and certificates/submittal log
- Coordination temporary/permanent traffic signals
- Construction staking



Minimal underground stormwater conveyance exists within the project limits.



Maintaining access and accurate communication to local affected residents and businesses will be key to project success.

Task 9 As-built Documentation

As-builts will be verified, documented, and provided in accordance with city requirements following the construction.

Deliverables

- As-built verification/documentation

Task 10: Construction Observation – Alternate

Full time construction observation will be provided during pertinent construction activities. The observation will include preparing daily reports, material certification, product correspondence, review daily traffic operations, field review/compliance with SWPPP, quantity calculations, measurements for payment purposes, communication with affected property owners, document changes in plan/specifications, schedule material testing, and preparation of as-builts.

Deliverables

- Construction observation

Task 11: Contract Administration – Alternate

Contract administration will be provided and include preconstruction meeting, weekly progress reports, meetings, and preparing contractor pay applications.

Deliverables

- Contract administration

Why Stantec?



Thought Leaders

From data collection to maintenance outlays, our team provides easy to understand, timely, and complete answers to questions about safety, return on investment, public impact, and cumulative effects to the community. We're there every step of the way, providing solutions backed by decades of experience and a wide range of professional expertise.



Detailed Engineering & Design

Providing big picture engineering in every detail. Fusing technical excellence with cost efficiency. These are driving principles that guide the delivery of our transportation engineering and design services.



Community Focused

We care about the work because we're personally invested in the communities we serve. Our goals for our shared communities embrace a core idea of improving communities as a whole. Our approach considers economic, social, and environmental aspects and integrates these concepts to achieve a successful holistic solution.

Estimated Construction

We have estimated the construction based on our review of the previous estimate provided and our experiences working on similar projects. We can make ourselves available to review our estimate in detail and further explain our assumptions.

ITEM NO.	DESCRIPTION	UNIT	SEGMENT 3 - SUPERIOR BLVD			SEGMENT 6 - WAYZATA BLVD			TOTAL		
			UNIT PRICE	ESTIMATED QUANTITY	TOTAL AMOUNT	UNIT PRICE	ESTIMATED QUANTITY	TOTAL AMOUNT	UNIT PRICE	ESTIMATED QUANTITY	TOTAL AMOUNT
ROADWAY QUANTITIES											
2021.501	MOBILIZATION	LUMP SUM	\$30,000	1	\$30,000	\$60,000	1	\$60,000	\$90,000	1	\$90,000
2104.500	REMOVALS	LUMP SUM	\$45,000	1	\$45,000	\$60,000	1	\$60,000	\$105,000	1	\$105,000
2105.501	COMMON EXCAVATION	CU YD	\$10	5,300	\$53,000	\$10	7,000	\$70,000	\$10	12,300	\$123,000
2105.507	SUBGRADE EXCAVATION	CU YD	\$20	530	\$10,600	\$20	700	\$14,000	\$20	1,230	\$24,600
2105.522	SELECT GRANULAR BORROW (CV)	CU YD	\$25	3,000	\$75,000	\$25	2,800	\$70,000	\$25	5,800	\$145,000
2105.604	GEOTEXTILE FABRIC TYPE V	SQ YD	\$2	4,500	\$9,000	\$2	4,000	\$8,000	\$2	8,500	\$17,000
2211.503	AGGREGATE BASE CL 5 (CV)	CU YD	\$35	1,500	\$52,500	\$35	1,400	\$49,000	\$35	2,900	\$101,500
2360.501	BITUMINOUS WEARING COURSE MIXTURE	TON	\$75	1,000	\$75,000	\$75	1,100	\$82,500	\$75	2,100	\$157,500
2360.502	BITUMINOUS NON-WEARING COURSE MIXTURE	TON	\$65	700	\$45,500	\$65	700	\$45,500	\$65	1,400	\$91,000
2411.618	RETAINING WALL	SQ FT	\$50	400	\$20,000	\$50	1,200	\$60,000	\$50	1,600	\$80,000
2503.601	DRAINAGE SYSTEM	LUMP SUM	\$25,000	1	\$25,000	\$50,000	1	\$50,000	\$75,000	1	\$75,000
2531.501	CONCRETE CURB AND GUTTER	LIN FT	\$18	1,900	\$34,200	\$18	3,000	\$54,000	\$18	4,900	\$88,200
2563.601	TRAFFIC CONTROL	LUMP SUM	\$15,000	1	\$15,000	\$40,000	1	\$40,000	\$55,000	1	\$55,000
2563.601	TEMPORARY PEDESTRIAN ACCESS CONTROL	LUMP SUM	\$10,000	1	\$10,000	\$10,000	1	\$10,000	\$20,000	1	\$20,000
2564.601	SIGNING AND STRIPING	LUMP SUM	\$5,000	1	\$5,000	\$10,000	1	\$10,000	\$15,000	1	\$15,000
2565.511	TRAFFIC CONTROL SIGNAL SYSTEM	LUMP SUM	\$0	0	\$0	\$250,000	1	\$250,000	\$250,000	1	\$250,000
2565.601	TRAFFIC CONTROL INTERCONNECTION	LUMP SUM	\$0	0	\$0	\$20,000	1	\$20,000	\$20,000	1	\$20,000
2565.616	TEMPORARY SIGNAL SYSTEM	LUMP SUM	\$0	0	\$0	\$150,000	1	\$150,000	\$150,000	1	\$150,000
2575.601	TURF ESTABLISHMENT AND EROSION CONTROL	LUMP SUM	\$5,000	1	\$5,000	\$10,000	1	\$10,000	\$15,000	1	\$15,000
ROADWAY SEGMENT SUBTOTALS					\$509,800			\$1,113,000			\$1,622,800
ROADWAY CONTINGENCIES (10%)					\$50,980			\$111,300			\$162,280
ROADWAY SEGMENT SUBTOTALS + CONTINGENCIES					\$560,780			\$1,224,300			\$1,785,080
STREETSCAPE QUANTITIES											
2521.501	CONCRETE WALK	SQ FT	\$6	5,300	\$31,800	\$6	11,000	\$66,000	\$6	16,300	\$97,800
2521.501	CONCRETE MEDIAN MAINTENANCE STRIP (1.5' WIDTH)	SQ FT	\$8	1,000	\$8,000	\$8	2,000	\$16,000	\$8	3,000	\$24,000
2540.602	BENCH	EACH	\$2,000	1	\$2,000	\$2,000	0	\$0	\$2,000	1	\$2,000
2540.618	CLAY PAVERS	SQ FT	\$10	420	\$4,200	\$10	1,665	\$16,650	\$10	2,085	\$20,850
2545.602	STREET LIGHTING	EACH	\$8,000	12	\$96,000	\$8,000	8	\$64,000	\$8,000	20	\$160,000
2571.502	DECIDUOUS TREE 3" CAL B&B	EACH	\$500	15	\$7,500	\$500	25	\$12,500	\$500	40	\$20,000
2571.502	LOW MAINTENANCE SHRUB/PERENNIAL MEDIAN PLANTINGS	SQ FT	\$6	3,000	\$18,000	\$6	6,000	\$36,000	\$6	9,000	\$54,000
2571.502	IRRIGATION FOR MEDIAN PLANTINGS	SQ FT	\$3	3,000	\$9,000	\$3	6,000	\$18,000	\$3	9,000	\$27,000
STREETSCAPE SEGMENT SUBTOTALS					\$176,500			\$229,150			\$405,650
STREETSCAPE CONTINGENCIES (10%)					\$17,650			\$22,915			\$40,565
STREETSCAPE SEGMENT SUBTOTALS + CONTINGENCIES					\$194,150			\$252,065			\$446,215
SEGMENT TOTALS					\$754,930			\$1,476,365			\$2,231,295

Estimated Fees

Our estimated fee is included and we will make ourselves available to further review and negotiate as required. We have included an alternate estimate for Construction Observation and Contract Administration. We would propose to provide Construction Services in the base proposal and the Alternate on an hourly basis if the City prefers. We have not included a subconsultant for soil borings, testing, and material testing, however we would propose to use American Engineering Testing or a firm preferred by the City. A summary of our estimated fees is provided below with a detailed breakdown of the fees provided on the following page.

Estimated Fee Summary	
Topographic Survey & Mapping	\$10,026
Regularly Scheduled Design Meeting	\$12,116
Traffic Signal Design	\$34,088
Streetscape Design	\$20,696
Storm Sewer Design/Permit	\$8,352
Plans and Specifications	\$56,850
Bidding	\$2,822
Construction Services	\$30,614
TAs-Built Documentation	\$5,926
Total Project Reimbursable Expenses	\$5,000
Total Project Cost	\$186,490
Construction Observation - Alternate	\$119,200
Construction Observation Reimbursable Expenses	\$2,200
Contract Administration - Alternate	\$19,568



Estimated Fees
Reconstruction of Wayzata Blvd./Superior Blvd. Intersection
Superior Blvd. from Rice Street to Wayzata Blvd.
Engineering Services

Tasks	Principal QA/QC	Project Manager	Project Engineer	Civil Engineer	Public Engagement	Traffic Signal Design	Traffic Engineer	Streetscape Design	Landscape Architect	Streetscape Engineer	Stormwater Engineer	Land Surveyor	Survey Crew Chief	Survey Assistant	Cadd Technician	Construction Inspector	Civilical	Total Hours	Total Cost
1.0 Topographic Survey & Mapping	183	158	140	118	148	144	158	153	114	134	134	133	114	80	12	117	73		
1.1 Review/prepare existing topo and mapping		2													12			44	\$ 5,068
1.2 Prepare assessment descriptions (4 parcels)		1										32	20	10	4			37	\$ 4,258
2.0 Regularly Scheduled Design Meeting																			
2.1 Design Meeting (4)	2	8	8	8														34	\$ 4,722
2.2 Neighborhood Meetings (3)	1	6	6		8													21	\$ 3,155
2.3 Open House (1)	4	4	4		12													29	\$ 4,259
3.0 Traffic Signal Design																			
3.1 Regularly Scheduled Design Meeting - Hours	732	2,844	2,120	1,414	2,960	4	575	306										84	\$ 12,118
3.2 Regularly Scheduled Design Meeting - Total																			
3.3 Review process traffic counts and studies							4											4	\$ 620
3.4 Interconnect Design (Central Avenue)							24											24	\$ 3,722
3.5 Permanent Traffic Signal Design							70											40	\$ 5,740
3.6 Temporary Traffic Signal Design							206											96	\$ 13,824
4.0 Streetscape Design																			
4.1 Streetscape design																		70	\$ 10,080
4.2 Street lighting																		234	\$ 34,088
5.0 Storm Sewer Design/Permit																			
5.1 Storm water design & permitting																		118	\$ 15,460
5.2 Grant Funding																		159	\$ 22,458
6.0 Plans and Specifications																			
6.1 Design and construction planning																		46	\$ 6,200
6.2 Design and construction planning (roadway)																		16	\$ 2,152
6.3 10% preliminary including rough and schedule																		62	\$ 8,352
6.4 10% preliminary including rough and schedule																		24	\$ 3,312
7.0 Bidding																			
7.1 Bidding Administration, Addendum Preparation, Bid Tabulation																		24	\$ 3,312
8.0 Construction Services																			
8.1 Shop drawing review/product compliance and callouts																		42	\$ 5,922
8.2 Construction temporary/permanent traffic signs																		170	\$ 23,488
8.3 Construction Paving																		24	\$ 3,312
9.0 As-Built Documentation																			
9.1 As-Built verification/documentation																		3	\$ 414
9.2 Construction Services - Hours																		219	\$ 29,850
9.3 Construction Services - Total																		6	\$ 822
9.4 As-Built Documentation - Hours																		6	\$ 822
9.5 As-Built Documentation - Total																		6	\$ 822
10.0 Construction Observation - Alternate																			
10.1 Construction Observation (5 Months, 50 hrs/week)																		32	\$ 4,280
10.2 Construction Observation - Hours																		2	\$ 278
10.3 Construction Observation - Total																		2	\$ 278
11.0 Contract Administration - Alternate																			
11.1 Preconstruction Meeting																		2	\$ 278
11.2 Weekly Progress Meetings (14 Meetings)																		2	\$ 278
11.3 Prepare Pay Applications (7)																		2	\$ 278
Contract Administration - Hours																		2	\$ 278
Contract Administration - Total																		2	\$ 278

Note: Reimbursable expenses include: mileage, printing, publication, and equipment

Key Personnel

Our team is organized to provide creative and state of the art solutions based on our history of working on projects similar to the reconstruction of the Wayzata Boulevard and Superior Boulevard intersection.

Eric Lembke will serve as our Project Manager while **Ken Anderson** will serve as Principal-in-Charge. Together they both have over 50 years of engineering experience planning, designing, and constructing similar projects in the west metro area. They each have experience working in Wayzata and Hennepin County. Jeremy Hauser will serve as our lead Project Engineer and is presently serving as Project Engineer for the construction of the Washington Avenue Project from Hennepin Avenue to 5th Avenue South in downtown Minneapolis. Our client is Hennepin County, however close interaction with the City of Minneapolis is required. Utility reconstruction (public and private), multiple traffic lanes (thru and turn), designated pedestrian walkways/bicycle lanes, numerous traffic signals (fully APS), and significant streetscape/streetlight amenities are included.

The Wayzata Boulevard/Superior Boulevard intersection reconstruction requires multiple disciplines to plan, design, and construct the improvements. Eric, Ken, and Jeremy each excel in providing communication and management skills that will insure the City all options are reviewed, and recommendations made. Challenges will be many and our Stantec Team is ready to face each challenge head on to find the best solution.



CITY OF WAYZATA

PRINCIPAL-IN-CHARGE

KEN ANDERSON, PE

PROJECT MANAGER

ERIC LEMBKE, PE

KEY PERSONNEL

Lead Municipal/Civil

JEREMY HAUSER, PE

Surveying and Mapping

DAN ROEBER, PLS

Public Involvement

BETH ELLIOTT, AICP

Traffic Signal Design

JEFF PRESTON, PE

Streetscape Design

TODD WICHMAN, PLA

Storm Sewer Design
and Permitting

TYLER JOHNSON, PE



ERIC LEMBKE, PE Project Manager

Key Projects

Wausau Riverfront Redevelopment Design, Wausau, Wisconsin

Eric is the project manager for the redevelopment of Wausau's Riverfront. This \$9 million multi-phase project will transform the City's riverfront district. Specific design elements include an ADA publicly accessible boat and fishing wharf, nearby kayak launch, multi-use trail system, riverbank restoration, and lighting and site furnishings. A noteworthy feature was the restoration of a previously navigable stream, which had been encapsulated into a large diameter storm sewer as the City developed over the last 100+ years. This stream was daylighted and an arched bridge built over it with a lighted waterfall feature, for both visual and functional appeal, serving to recirculate fresh water from the Wisconsin River into the stream during low flow periods in the summer.

Chaska Downtown Street and Utility Reconstruction, Chaska, Minnesota

Eric designed and wrote the engineering specifications, and coordinated construction services, for the first 5 years of this 9 year - \$32,000,000 project that will fully reconstruct all the streets and utilities in the historic downtown district of Chaska. Eric worked closely with the City staff to maintain the overall project vision while still designing cost effective projects. He has incorporated project stakeholder input, including residents and businesses, into his designs leading to well received public projects that have updated the 100 year old infrastructure. Eric used innovative construction techniques and project phasing to maintain access and uninterrupted utility service during the projects construction. The \$5,500,000 - 2015 project will reconstruct 12 city blocks and over 4,650 LF of roadway and utilities.

Bavaria Road Reconstruction, Chaska, Minnesota

Eric designed and wrote the engineering specifications, supervised construction, and coordinated the work to maintain access for residents. He served as the main point of contact for resident questions and concerns. This \$2.0 M project was a full reconstruction of nearly two miles of gravel rural roadway updated to a 32' urban section with bituminous pavement, concrete curb and gutter, storm sewer and watermain. The project was challenging due to difficult soils, single access for 40 residents, and large-scale retaining walls.

Eric has more than 18 years of design, project management, construction engineering, and inspection experience. He leads engineering teams in the planning, design, and construction of major infrastructure projects, including roadways, stormwater facilities, and sanitary sewer and water systems. Eric is experienced in addressing community and resident concerns and interacting with City staff and Councils. His calm approach to problem solving and attention to detail inspires confidence among his clients, affected residents, and coworkers in all his projects.

EDUCATION

BS, Civil Engineering, North Dakota State University, Fargo, North Dakota, 1998

REGISTRATIONS

Professional Engineer #42748, State of Minnesota (and in North Dakota and Wisconsin)

Why Eric?

- Past experience with projects of similar scope and size
- Extensive knowledge of local conditions
- Success in developing creative solutions
- Strong project management and interpersonal skills
- Understanding and ability to deliver on the City of Wayzata' expectations

TH 41/ Pioneer Trail Roadway Improvements, Chaska, Minnesota

Eric was responsible for design and specifications, as well as functioning as the overall construction/field supervisor. He was the main point of contact for the City and Carver County. This \$2.1 million reconstruction of a county/city collector roadway involved widening the roadway from a two-lane street with left turn lanes, to a four-lane roadway with multi-turn lanes. Five new interconnected permanent traffic signals were installed.

CSAH 10/Engler Boulevard West Extension, Chaska, Minnesota

Eric designed and managed this \$2.8 million multi-discipline joint reconstruction project for the City of Chaska and Carver County. He served as the main point of contact for the City and Carver County. This reconstruction involved widening the roadway from a 2-lane county road, to a 4-lane divided roadway with multi-turn lanes and a traffic signal. The design involved completing all phases of the highway construction under traffic for the nearly 11,000 daily motorists using the roadway.

Barry Avenue Storm Sewer and West Lake Street Pond Improvements, Wayzata, Minnesota

Eric designed and wrote the engineering specifications for this project that made storm sewer improvements to downtown Wayzata. Eric worked closely with the City engineering staff to design a project that met regulatory requirements and maintained access to project residents and businesses.

Pioneer Trail (CR 14) Extension, Chaska, Minnesota

Eric designed and coordinated multiple disciplines to deliver this \$4.8 million reconstruction project to the City of Chaska and Carver County. Work involved the extension and connection of two existing county roads to create a major east-west arterial roadway. The existing roads were reconstructed and widened, and roundabouts were added on the east side. Three areas of wetland (more than 1.2 acres) needed evaluation for the project to proceed. Extensive coordination was needed with local government and residents as a 1400' portion of the project crossed a sensitive wetland. Innovative construction methods incorporated over 210,000 LF of wick drains and 42,000 CY of light-weight fill to construct this portion of the project.



KEN ANDERSON, PE Principal-in-Charge

Key Projects

A principal of the firm, Ken specializes in planning, design and construction management of all types of municipal public works, including sanitary sewers, roadways, stormwater management facilities, and utilities. Ken is charged with overseeing the design and construction of State Aid corridor projects, neighborhood street, and utility reconstruction projects for the firm's municipal clients.

EDUCATION

BS, Civil Engineering, University of Minnesota, Minneapolis, Minnesota, 1980

REGISTRATIONS

Professional Engineer #16759, State of Minnesota

Bavaria Road Reconstruction, Chaska, Minnesota

As Chaska's client service manager Ken oversaw the work of the design team and was responsible for cost estimating and approving specifications. This was a full reconstruction of nearly two miles of gravel rural roadway updated to a 32' urban section with bituminous pavement, concrete curb and gutter, storm sewer and water main. The project was challenging due to difficult soils, single access for 40 residents, and large scale retaining walls.

Chaska Downtown Street and Utility Reconstruction, Chaska, Minnesota

Ken was principal in charge and oversaw the project team. This \$1.3 million State Aid project reconstructed the utilities, roadway, and streetscape elements in the downtown area. The project also included a Level 2 Geometric Layout for the revised connection of Main Avenue with TH 13.

Downtown Street Reconstruction, Prior Lake, Minnesota

Ken was principal in charge and oversaw the project team. This \$1.3 million State Aid project reconstructed the utilities, roadway, and streetscape elements in the downtown area. The project also included a Level 2 Geometric Layout for the revised connection of Main Avenue with TH 13.

Clover Ridge Drive Extension, Chaska, Minnesota

Ken oversaw preparation of the traffic analysis, geometric layout, and feasibility report addressing utility infrastructure, ponding requirements, and permitting. This project proposes a new collector roadway through the proposed Chaska Creek Business Park.

195th Street (CR 64) Extension to TH3 and TH3 Roundabout, Farmington, Minnesota (City Engineer/Project Manager)

This multi-agency project provided an important county east-west transportation corridor link through Farmington to TH3. Improvements included a 650-foot bridge over a railroad and DNR protected waterway with a roundabout at the intersection of CR 64 and TH3.

Minnetonka Ave. and Rice St. Storm Sewer Improvements, Wayzata, Minnesota

As Wayzata's client service manager Ken oversaw the work of both the municipal design team preparing the street and utility plans, and Stantec's surface water and water resources specialists addressing storm water issues. The project involved reconstruction of two roadways in downtown Wayzata. A major component was construction of new storm sewer to reroute flows and improve the quality of water discharged to Lake Minnetonka.

Engler Boulevard Improvements, Carver County and City of Chaska, Minnesota

As client services manager, oversaw the design team preparing the necessary permitting, design, cost estimates and construction of Engler Boulevard (CSAH 10). The project improved the existing 2-lane highway to a divided 4-lane roadway.

Pioneer Trail Extension (CSAH 14), Carver County and City of Chaska, Minnesota

As client services manager, oversaw this upgrade and extension, which includes extension and connections of two county road to create a major arterial roadway.



JERMEY HAUSER, PE Project Engineer

Key Projects

Mr. Hauser joined Stantec in 2003. Jeremy has a strong foundation in municipal construction engineering and contract administration and is experienced in many aspects of project design and construction. His experience includes design, drafting, preparation of construction plans and specifications and preparation of cost estimates for utility and street improvement projects. He also works closely with contractors, clients, residents, business owners and local and state agencies to coordinate and observe the construction of complex municipal engineering projects. Jeremy also has extensive experience with the proper installation of pedestrian ramps in accordance with ADA regulations and PROWAG guidelines.

EDUCATION

BS, Civil Engineering, Michigan Technological University, Houghton, Michigan, 2003

REGISTRATIONS

Professional Engineer #46703, State of Minnesota

Professional Engineer #43508, State of Wisconsin

County State Aid Highway 152 Reconstruction, Minneapolis, MN

As Hennepin County's consultant Project Engineer, Jeremy provided construction management and contract administration for this \$9 million State Aid reconstruction of CSAH 152, one of the busiest streets in downtown Minneapolis. Jeremy coordinated construction activities with the field team members and the County's project manager. This project involved replacement of 44" trunk sanitary sewer, water main, storm sewer, streets, sidewalks, pedestrian ramps with APS push button stations, elevated cycle tracks, decorative pavers, traffic signals and street lighting.

2016 Northwood South Area Infrastructure Improvements, New Hope, Minnesota

Jeremy provided sanitary sewer, water main, storm sewer and street design for this multi-million dollar residential street reconstruction project. This project included reconstruction of 1.6 miles of streets also included 0.75 miles of mill and overlay for several other streets in the City.

2015 Infrastructure Improvements, New Hope, Minnesota

Jeremy provided sanitary sewer, water main, storm sewer and street design for this multi-million dollar residential street reconstruction project. This project included reconstruction of one mile of streets also included over 9 miles of mill and overlay and edge mill and overlay treatments for over 30 streets in the City.

Territorial Road and Rush Creek Road Trunk Utility Improvements, Dayton, Minnesota

Jeremy provided design, contract administration, and project management for this trunk utility and road reconstruction project. Trunk utilities were installed at depths up to 50' within a very tight corridor.

2015 Street Improvement Project, Maple Lake, Minnesota

Jeremy provided sanitary sewer, water main, storm sewer and street design for this residential street reconstruction project. This project included reconstruction of three streets in the City.

County State Aid Highway 2 Reconstruction, Forest Lake, Minnesota

Jeremy provided construction observation and coordinated construction activities with contractors, business owners, and City and County staff for the City sanitary sewer and water main replacement work on this multi-million dollar reconstruction project through a commercial business district.

Trunk Highway 56 Reconstruction, Kenyon, Minnesota

Jeremy assisted with design, plan preparation and prepared a detailed cost estimate including multiple funding splits for this federal aid project. This project design was completed in cooperation with MnDOT and Goodhue County.

Cedar Avenue Improvements, Owatonna, Minnesota

Jeremy assisted with design, plan preparation and cost estimate for this federal aid project. This project consisted of a bridge replacement with complete reconstruction of 1,000 feet of existing road leading up to the bridge.

206th Street and Fenston Avenue Improvements, Forest Lake, Minnesota

Jeremy assisted with the design, bidding, plans, specifications, and prepared the cost estimate. He also provided construction observation for the utilities and street work. This project consisted of extension of sanitary sewer, water main, storm sewer and streets for a new industrial park. Street extensions totaled approx. 2200 feet.

Carmichael Ridge Street and Utility Improvements, Hudson, Wisconsin

Jeremy provided sanitary sewer, water main, storm sewer, and street design for this 145 lot private residential subdivision. Jeremy also provided construction stakeout support for our surveyors.

DAN ROEBER, PLS SURVEYING AND MAPPING



Mr Roeber has 21 years of experience as a land surveyor; helping to complete projects in an accurate and timely manner. Dan's areas of expertise include ALTA surveys, boundary surveys, final platting, easements, and land development projects.

EDUCATION

BS, Mathematics, University of Wisconsin, Eau Claire, Wisconsin, 1995

REGISTRATIONS

Professional Land Surveyor #43133, State of Minnesota

Key Projects

Three Rivers Park District - Hyland Park Topographic Survey, Hyland Park, Minnesota

Dan coordinated field and office personnel in preparing a topographic survey of a play area located in Hyland Park.

Three Rivers Park District - Ganzer Property Parcel Split, Maple Grove, Minnesota

Dan reviewed existing legal descriptions and prepared new legal descriptions for a parcel lot split adjacent to parkland in Maple Grove, Minnesota.

Three Rivers Park District - Elm Creek Boundary and Topographic Survey, Maple Grove, Minnesota

Dan coordinated activities between office and field personnel in staking a boundary line of Elm Creek Park. He directed the field crew in gathering topographic information and prepared the final Certificate of Survey drawing showing the boundary and existing conditions.

Three Rivers Park District - Baker Park Reserve Topographic Survey, Maple Plain, Minnesota

Dan coordinated field crew and office staff in preparing an existing conditions drawing of an area of Baker Reserve Park. He prepared the final as-built topographic survey drawing.

Lebanon Hills Regional Park Trunk Storm Sewer Outlet, Eagan, Minnesota

Dan prepared and reviewed utility easements and drainage easements for affected landowners. In a joint effort involving the cities of Eagan, Apple Valley, and Rosemount; Dakota County; and the watershed, this project involved routing stormwater from extreme rain events through Lebanon Hills Regional Park trunk storm sewer outlet into Eagan's system.

MVTA - Rosemount Park and Ride Facility

Dan helped prepare the existing base map parcel information. He coordinated activities between office personnel and the field crew in preparing an existing conditions drawing. Stantec's services include preliminary and detailed design, environmental documentation, bid letting and construction administration for a 101-stall park & ride facility in Rosemount, Minnesota.

Regional Trail Safe Bridge, CR 61, Plymouth, Minnesota
Dan coordinated office and field personnel in preparing the topographic survey. He reviewed legal descriptions and easement descriptions to prepare existing conditions maps of the site. The project investigated the feasibility of constructing an overpass bridge at this location. The study included legal property identification, easements/acquisitions determination, utility location/coordination, alignment determination, preliminary bridge design, and project cost identification.

Newport Transit Station Park and Ride, Washington County Regional Railroad Authority, Newport, Minnesota

Dan served as the surveyor on this project. He led the survey crew in performing the topographic survey, prepared base drawings and other services as determined by the project manager. Stantec provided design, bidding, and construction support for this park and ride facility with 200 parking spaces that is adjacent to the future Red Rock with a potential BRT or commuter rail corridor.

Carver Park and Ride, Carver, Minnesota

Stantec provided transit planning, engineering, and construction management for this 400-stall park and ride facility in Carver, MN. Dan was the surveyor on this project and was responsible for coordinating and managing office and field crew personnel for this project.

Metro Transit - Starlite Transit Center

Dan prepared existing base map parcel information. He also prepared easement drawings and descriptions to facilitate Metro Transit's negotiations with the Starlite Shopping Center regarding easements for the reconstructed transit facility.

MCES - Lift Station Improvements

Dan coordinated the field and office work for site topography of lift stations throughout the metro area. The objective of this project is to provide planning, design, and services during construction to deliver lift station, forcemain, and related facility improvements using an approach that standardizes design and provides standardized equipment at similar facilities.



BETH ELLIOTT, AICP Public Involvement

Key Projects

Ms. Elliott is an urban planner with proven experience managing complex short- and long-term projects of regional significance related to comprehensive planning, community revitalization, zoning and other regulatory frameworks, capital and facilities planning, transportation planning, transit-oriented development, downtown in-fill redevelopment, urban design, historic preservation, contract management, and public participation methods. She also has expertise in writing, reviewing, and acquiring grants and with developing effective community engagement strategies for diverse stakeholder groups. Beth is known for her collaboration and communication skills among elected officials, community members, developers, and businesses to advance projects.

EDUCATION

MA, Urban and Regional Planning,
University of Minnesota, Minneapolis,
Minnesota, 2002

BA, University of Iowa, Iowa City, Iowa,
2000

REGISTRATIONS

Certified Planner, American Institute of
Certified Planners

Planning Experience with the City of Minneapolis*

Beth spent 13 years as a planner for the City of Minneapolis, including 11 years as the Principal Planner for Downtown Minneapolis. She co-managed the 2018 update to the city's comprehensive plan and its engagement process and coordinated and implemented Downtown planning initiatives. She has managed complex short- and long-term projects related to comprehensive planning, community revitalization, zoning and other regulatory frameworks, capital and facilities planning, transportation planning, transit-oriented development, downtown in-fill redevelopment, historic preservation, and creative engagement methods.

Comprehensive Plan Update*, Minneapolis, Minnesota

Beth's role in Minneapolis 2040 was twofold – to write a plan for creative and inclusive civic engagement and to co-manage the full update process. She led an engagement process that was transparent, empowering, and prioritized stakeholders that tend to be silent in a bureaucratic process. Managing the complete update process required managing the process and deliverables of internal technical groups from across the City enterprise, co-chairing the public health working group, staffing a high-level steering committee, writing City Council resolutions, and making persuasive presentations to the City Council.

Southwest Light Rail Transit/Green Line Extension*, Hennepin County, Minnesota

Beth was a primary staff involved in the Draft Environmental Impact Statement process and Preliminary engineering of the transit project for the City of Minneapolis. Beth played a critical role in advocating for design of the infrastructure in five Minneapolis station areas, including negotiating for better bicycle, pedestrian, and bus connections in relation to the station platform and potential development sites. She also coordinated her work with planners and engineers at Hennepin County and other cities along the transit line.

US Bank Stadium*, Minneapolis, Minnesota

As the lead planner for Downtown Minneapolis, Beth advised on the siting and design of US Bank Stadium and its surrounding environment. Her role was to evaluate revitalization efforts at other NFL stadiums in downtown environments across the country, advocate for a stadium design that was accessible by all modes of transportation, and use the siting of the stadium as an opportunity to implement redevelopment and public realm priorities in small area plans she developed previously in that part of the city.

Downtown Rezoning Study*, Minneapolis, Minnesota

Once Beth had completed small area plans throughout downtown Minneapolis, she led an effort to rezone properties throughout downtown as an implementation strategy of those plans.

Leading a team of technical experts, she conducted a site-by-site zoning analysis that led to rezoning almost 500 properties and the creation of a new downtown-specific transit-oriented development zoning district. In the process, she engaged residential and business organizations, solicited feedback from developers, facilitated community meetings, and gained political support for the adoption of the zoning recommendations.

Warehouse District Heritage Street Plan*, Minneapolis, Minnesota

Beth successfully applied for a Legacy grant through the Minnesota Historical Society to do the Warehouse District Heritage Street Plan, a street-by-street analysis of the existing infrastructure conditions. She hired Stantec to complete a conceptual cross section for each street in the Warehouse Historic District. The goal of the plan was to create a consensus between preservationists, City planners and engineers, and the community on how to improve the road infrastructure while maintaining the historic character that tells the story and establishes the unique character of the Warehouse District. Once the plan was completed and prioritized 6th Avenue North for reconstruction, Beth worked with Stantec to receive a \$1 million federal grant to cover the historic improvements above and beyond a standard City reconstruction budget and advocated for a grant match through the City's Capital Improvement Program. Beth and Stantec again worked together to reconstruct this street

JEFF PRESTON, PE Traffic Signal Design



Mr. Preston joined Stantec in 2001, as a transportation engineer providing preliminary and final design services. Jeff's 19 years of experience includes rural and urban roadway design, geometric analysis, roundabout design, trail design, and traffic signal design for Municipal, County, and State DOT projects.

EDUCATION

BS, Civil Engineering, Iowa State University, Ames, Iowa, 1997

REGISTRATIONS

Professional Engineer #41964, State of Minnesota

Key Projects

TH169 Mill and Overlay – Signal Revisions, Hibbing, Minnesota

Jeff prepared Plans and Specifications for revised Signal Systems at seven intersections along TH169 in Hibbing, MN. Each signal revision provided for ADA upgrades at the intersection. The project included adding Countdown Pedestrian Indications, relocating pedestrian pushbutton stations, revised detection, and revised pedestals as necessary.

Metro GAP Signing and Striping Project for TH 5/55, TH61, and TH 212

Jeff prepared final plans and special provisions for this MnDOT project. This safety improvement project included sign replacement and pavement marking installation along approximately 52 miles of these MnDOT Trunk Highways.

CSAH 11 and Ironwood Drive, Carver, Minnesota

Jeff prepared Plans and Specifications for the traffic signal system installation at CSAH 11 and Ironwood Drive as part of the larger Carver Park and Ride Improvement Project. The project included signal improvements, pedestrian improvements, and signing improvements.

West Circle Drive (CSAH 22) and Badger Hills Drive, Rochester, Minnesota

Jeff prepared Plans and Specifications for the traffic signal system installation at Badger Hills Drive and West Circle Drive (CSAH 22) as part of the larger Badger Hills Drive Roadway Improvement project. The project included signal improvements, pedestrian

TH12 Pedestrian Improvements (HAWK System), Maple Plain

Jeff prepared Plans and Specifications for a High-intensity Activated crosswalk (HAWK) system to address pedestrian crossing concerns on TH12 in the City of Maple Plain, MN. The project included signal improvements, pedestrian improvements, signing, and pavement markings.

Pioneer Trail and Village Road, Chaska, Minnesota
Jeff prepared Plans and Specifications for a traffic control signal system at the intersection of Pioneer Trail and Village Road in the City of Chaska. The system installation provided additional pedestrian safety and traffic control at the entrance to Jonathon Elementary School. The project included signal improvements, pedestrian improvements, and signing improvements.

MnDOT Trunk Highway 2 and Trunk Highway 6 – Widening and Rehabilitation Project, Deer River, Minnesota

Jeff prepared final plans and specifications and provided utility coordination. The project included widening a 1 mile portion of Trunk Highway 2 to provide a three lane section and channelization at a major intersection. With the addition of Federal Funds, 4 miles of pavement rehabilitation on Trunk Highway 2 and 12.5 miles of pavement rehabilitation on Trunk Highway 6 were added to the Project.

Engler Boulevard and Clover Ridge Drive, Chaska, Minnesota

Jeff prepared Plans and Specifications for temporary and permanent traffic Jeff prepared Plans and Specifications for temporary and permanent traffic control signal systems at the intersection of Engler Boulevard (CSAH10) and Clover Ridge Dr. in the City of Chaska. The project included signal improvements, pedestrian improvements, and signing improvements

6th Avenue North Utility and Street Reconstruction, Minneapolis, Minnesota

Jeff provided final design support for this street reconstruction project in the heart of the North Loop neighborhood in Minneapolis. The project adhered to federal funding and historical preservation requirements as well as the difficult nature of fitting an ADA compliant pedestrian access route through a fully developed corridor. Design entailed salvaging existing historic pavers and including them in the reconstructed street design, utility enhancements, signal revisions, and ADA improvements.

TODD WICHMAN, FASLA, PLA Streetscape Design



Mr. Wichman is a CLARB certified landscape architect and planning consultant specializing in sports facility planning and design. Todd's background includes 25 years of municipal, college and K-12 related site planning and design projects. His skills include leading design team for streetscape, site, and master planning efforts and for the park amenities. He has worked on recreation projects in Minnesota, Wisconsin and Indiana.

EDUCATION

BS, Landscape Architecture, University of Minnesota, Minneapolis, Minnesota, 1984

REGISTRATIONS

Landscape Architect #19524, State of Minnesota

Landscape Architect #382 WI, State of Wisconsin

Key Projects

Downtown Streetscape & Urban Design Update, St. Cloud, Minnesota

Todd was the project landscape architect for a streetscape and urban design update for the West St. Germain and 5th Avenue corridors through downtown St. Cloud. The project included studying existing street and sidewalk conditions then working through a steering committee and public engagement process recommending new approaches that take into account a Complete Streets approach to urban street design. The plan was adopted by City Council in January of 2017.

2nd St. SW / Mayo Clinic - St. Mary's Hospital Streetscape and Entry Development, Rochester, Minnesota

Todd was the landscape architect / urban designer for the City of Rochester's 2nd St. SW streetscape development including site furnishings and landscape treatments and new entry development and reflecting pool for the Mayo Clinic / St. Mary's Hospital. Plans included a terraced pool with fountains and seating area, sculpture, and garden plantings for a reconceived main entrance for the hospital.

Red River Avenue and Main Street Streetscapes, Cold Spring, Minnesota

Todd was the landscape architect / urban designer for the City Cold Spring Red River Avenue and Main Street streetscape projects completed in 2016 and 2017. Streetscape elements including use of granite paving and vertical monuments with signage, ornamental metal fencing and lighting as well as streetscape plantings and trees. Street trees were planted utilizing structural soil (Stockholm tree trench) to retain storm water and provide water for the trees and structural support for pavements.

Broadway Avenue and 3rd Street Streetscapes, Carver, MN

Todd was the landscape architect for the City of Carver, Broadway Avenue and 3rd Street streetscape projects completed in 2017. Streetscape elements including use of colored and textured concrete finishes, new street and pedestrian way lighting as well as streetscape plantings and trees. Street trees

were planted utilizing structural soil (Stockholm tree trench) to retain storm water and provide water for the trees and structural support for pavements.

Clover Ridge Drive Median at Engler Boulevard, Chaska, Minnesota

Todd was the landscape architect for new median plantings and trees for the City of Chaska on Engler Boulevard and Clover Ridge Drive. The project included median related landscape development. The project also included . The project included a brick and precast entry monument sign located on the drive median as well as related landscape development. Todd assisted the City in assembling the bid and construction documents as well as cost estimating.

Ravine Parkway Median and Streetscapes, Cottage Grove, Minnesota

Todd is the team landscape architect for the new median and boulevard streetscape plantings and trees for the planned Ravine Parkway project for the City of Cottage Grove. The project is proposed to include both median and boulevard related landscape development along a multi-modal trail system, a central storm water feature area with a bike trail, pedestrian bridge, interpretive signage and seating areas.

* Denotes projects completed with other firms



TYLER JOHNSON, PE Storm Sewer Design and Permitting

Mr. Johnson is an experienced Professional Engineer working primarily with stormwater issues and assisting clients with their hydraulic and hydrologic modeling, storm sewer design, site design and review, water quality analysis and design, MS4 permit, and construction needs for their projects. Tyler is knowledgeable and has working experience in multiple sectors including flood control type projects, residential and commercial land development, renewable energy, and legal drain projects. He is proficient in numerous design programs including XP-SWMM, HEC-RAS, HydroCAD, AutoCAD, and ArcGIS.

EDUCATION

BS, Civil Engineering, North Dakota State University, Fargo, North Dakota, 2007

REGISTRATIONS

Professional Engineer #51473, State of Minnesota

Professional Engineer #9374, State of North Dakota

Professional Engineer #53954, State of Arizona

Key Projects

Site Plan Reviews, Cottage Grove, Minnesota

Tyler currently assists the City with all of their site plan reviews, specifically the stormwater components for each project. Tyler works with the City to assure each development is in compliance with their Surface Water Management Plan. Reviews include stormwater management plans, hydrologic models, storm sewer system calculations, proposed ponding, and proposed BMPs. As part of this work, Tyler has become very familiar with the City's stormwater goals and design standards and has strong relationships with Engineering staff at the City.

Cooper High School XP-SWMM Analysis, New Hope, Minnesota

Tyler was the project manager and lead designer for this analysis. An XP-SWMM model was created for the Cooper High School and surrounding neighborhood to verify there would be no impacts to the surrounding neighborhoods if the high school increased its flow rate into the storm sewer line at 49th Avenue. The analysis included watershed assessment and an XP-SWMM to estimate the peak flow rates, pond high water levels, and impacts made to the surrounding neighborhoods.

Vergus Road Culvert Analysis, Spring Lake Township, Minnesota

Tyler developed and analyzed options for culvert improvements to address roadway overtopping and associated washouts on Vergus Road. The analysis included watershed assessment and HydroCAD modeling to estimate peak flow rates, pond high water levels, and impacts of various culvert improvements.

MS4 Permit Implementation, Various Locations, Minnesota

Tyler is leading our effort to assist approximately ten Minnesota communities in completing the implementation items identified in their approved SWPPP Documents. The communities have a one-year time frame in which to complete these items. The work includes development of enforcement response procedures, stormwater webpage content, potential illicit discharge identification and prioritization, facilities inventory, program tracking, and staff training.

Northwest Area Sanitary Sewer Analysis,, Cottage Grove, Minnesota

Development is occurring in the northwestern portion of Cottage Grove, including the potential location of a new middle school. Tyler analyzed the capacity of the sanitary sewer system to handle the anticipated flows from the new school. The work involved inventorying the existing sewer in the area, determining service areas, estimating average and design peak flows, laying out a proposed system to serve the school, and creating a model of the existing and proposed sewer system to evaluate system capacity.

2015 Xylon and 45th Avenue Improvements, New Hope, Minnesota

The Xylon Avenue and 45th Avenue Improvement project consisted of full street reconstruction of approximately a half mile stretch between 42nd Avenue and Winnetka Avenue in New Hope. Tyler led the stormwater efforts for this project. The stormwater analysis included determining the watershed, developing design flows, storm sewer pipe sizing, and stormwater spread calculations. An XPSWMM model using NOAA Atlas 14 precipitation data was created for the drainage area to analyze the proposed pipe sizes that outfall into an existing pond.

2015 Elgin Flood Study, Elgin, Minnesota

The City of Elgin currently has multiple homes in the floodplain along Dry Creek. The City requested Startec to perform a flood study and develop different conceptual improvements that would remove the current properties from the floodplain and protect the City from future potential flooding. Tyler was the project manager for this study and analysis of Dry Creek. Tyler was responsible for analyzing the watershed, creating the hydrologic models to develop design flows, analyzing various improvements using HEC-RAS, creating cost estimates, writing the report, and presenting the findings of the study at a City Council meeting.



CSAH 10/Engler Boulevard West Extension | Chaska, Minnesota

To improve transportation in the City of Chaska and Carver County, Stantec designed 2.1 miles of new roadway on a new alignment. This long-planned City arterial serves as a major transportation link that connects to the new TH 212. The new highway includes four-lane urban and rural roadway sections. Left- and right-turn lanes were implemented to help improve safety and traffic flow.

Crews encountered peat along the alignment adjacent to wetlands, which meant construction required muck excavation and fill to build a solid foundation for the road. Because the soils were unstable, Stantec used a specially designed geotextile fabric that effectively separates soils and provides more support by distributing load over a larger area.

The road's alignment was designed to minimize impacts to wetlands and streams. We worked closely with property owners to acquire necessary land for water quality and quantity infrastructure. Stantec completed an Environmental Assessment Worksheet for MnDOT and the Department of Natural Resources. Two water quality treatment ponds were created, and more than two acres of wetlands were mitigated.

Reference: Matthew Clark, City Engineer, Chaska | mclark@chaskamn.com | (952) 227-2522



6th Avenue North Reconstruction | Minneapolis, Minnesota

The 6th Avenue North project fully reconstructed 3-1/2 blocks of pavement within the City's historic Warehouse District. The highly visible project was guided by the Warehouse District Heritage Street Plan, previously prepared by Stantec. An important aspect of this project included reconstructing some segments of the street by salvaging and re-installing existing historic street pavers. The project received partial Federal Funding and was subject to Federal Funding requirements for all phases.

On this project, Stantec served as the City's project manager, coordinating with staff in various City departments, providing regular status reports, and managing the project budget. The Project Management role also included attending Capital Projects Task Force meetings, coordinating with the Minnesota Department of Transportation, and coordinating the public participation process.

Stantec completed the entire preliminary and final design for this project. Our work also included environmental documentation, preparation of a Certificate of Appropriateness, design survey and right-of-way plan, roadway design, drainage design, erosion control plans, utility coordination, temporary traffic management plan, and signing and striping plan.

Stantec provided construction management services during the construction phase for the project including monitoring Federal Aid requirements, ADA compliance, and coordinating street light installation by city forces. Construction on this project was substantially completed in 2016.

Reference: Stanley Lim, PE, Project Engineer | stanley.lim@hennepin.us | (612) 439-4439



Storm Sewer and Street Improvements | Wayzata, Minnesota

The water quality of Lake Minnetonka was at risk of unhealthy conditions. In an effort to protect the water quality and improve existing street conditions, the City of Wayzata selected Stantec to design storm sewer and street improvements along Minnetonka Avenue and Rice Street.

Stantec implemented a number of storm sewer improvements to increase the quality of runoff eventually entering Lake Minnetonka. Some of the existing storm pond system was re-routed to direct runoff to area ponds. Our team installed a diversion weir and swirl concentrator to improve water quality during low flow conditions, while still allowing high flows to pass through the system. The improvements resulted in approximately 60 percent of nutrient removal, which directly benefits lake quality and the residents of Wayzata.

Street improvements included a six-inch reclaim and overlay for Minnetonka Avenue and complete reconstruction with new curb and gutter for Rice Street.

Reference: Mike Kelly, City Engineer/Asst. Public Works Director | mike@wayzata.org



Washington Avenue (CSAH 12) Reconstruction Construction Management | Minneapolis, Minnesota

Washington Avenue (CSAH 152) is the highest traffic volume roadway in downtown Minneapolis and is classified as an A-Minor Arterial. The much utilized roadway needed 0.44 miles of reconstruction to accommodate for the high traffic and pedestrian volume it was experiencing. After several public involvement initiatives and a traffic analysis a new roadway design was developed and was ready to be constructed. Stantec worked with the City of Minneapolis and Hennepin County to provide strong project coordination, effective management of public and private utility reconstruction, and diligently focused on goals and objectives such as the boulevard/intersection improvements.

Our team worked closely with the contractor to deliver the project on schedule and budget. We addressed all items of construction and made sure the approach was not only feasible, but also met the needs of the surrounding businesses and property owners. Additionally, Stantec worked effectively with more than 20 private and public utility contacts to ensure work was completed in a timely manner in coordination with the contractor.

Reference: Stanley Lim, PE, Project Engineer | stanley.lim@hennepin.us | (612) 439-4439



Downtown Reconstruction | Chaska, Minnesota

The City of Chaska's 2015 Downtown Reconstruction Project included reconstructing 12 blocks in the downtown area. This project was in the fifth year of Chaska's nine-year Downtown Street Reconstruction Program that is part of the City's overall comprehensive pavement management program. This was the first reconstruction project to make improvements within the Walnut Street Historic District and the core commercial district.

The scope of work included reconstructing this core downtown business district area and implementing the vision of the Downtown Chaska Streetscape Schematic Design Plan. The landscaping features incorporated into the downtown streetscape improve pedestrian safety as well as the feel and experience in the area—thus facilitating planned business growth and neighborhood enhancement.

Pedestrian crossing improvements were also included along the County Road 61 corridor on the north edge of the project adjacent to Fireman's Park and the TH 41 corridor at Walnut Street. One of the most noticeable features of this project is the construction of brick pavers within the Third Street corridor pavement section.

This project is important to the City of Chaska because it is a major reinvestment into its historic downtown to help keep the area thriving and prospering. The project is the result of 25 years of financial planning and dedication to sticking to a vision for improving the downtown area.

This project effectively kicked off the redesign of the downtown core area streetscapes to improve the downtown environment, balancing the needs of vehicle travel, parking, businesses, pedestrians, amenities, historic character and wayfinding. The downtown reconstruct is the culmination of many years of discussions, meetings, community involvement, vision finding, and financial planning. It's the physical manifestation of how the City's vision is coming together.

Many City departments collaborated to help deliver the best project possible for residents, business owners, and visitors. It became much more than just replacing the City's 100+ year old infrastructure. The project was one the community came together on to support its completion, and will enjoy the improvements for many years to come.

Reference: Matthew Clark, City Engineer, Chaska | mclark@chaskamn.com | (952) 227-2522

