

WAYZATA CITY COUNCIL MEETING AGENDA
 Wayzata City Hall Community Room, 600 Rice Street
 Tuesday, February 16, 2016

WORKSHOP TOPICS FOR DISCUSSION:

1. Discuss Lake Minnetonka Trolley Options (6:00 PM)
2. Discuss Parking Requirements for 301 Broadway Ave. S. (6:30 PM or immediately following)
3. New Fire Department 1500 Gallon Tanker Truck on Display in City Hall Parking Lot (6:45 PM)

7:00 PM - CITY COUNCIL MEETING

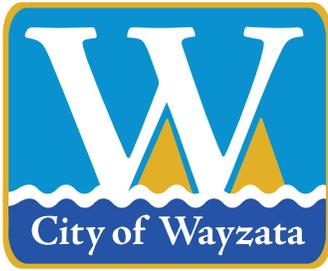
ITEM	DESCRIPTION	PRESENTER	JM	AM	KW	BA	ST	VOTE	PAGE #
1	Roll Call								
2	Approve Agenda								
3	Public Forum - 15 Minutes (3 min/person)								
a.	Planning Commission, Heritage Preservation Board and Charter Commission Service Awards	Willcox							
b.	Swearing in of New Police Officer Andrew Sharratt	Willcox							
c.	Presentation of Wayzata Police Department Lifesaving Awards	Risvold							
4	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.									
5	Consent Agenda								2
a.	Approval of City Council Workshop Meeting Minutes of February 2, 2016 and City Council Regular Meeting Minutes of January 19 & February 2, 2016								
b.	Approval of Check Register								
c.	Municipal Licenses Which Received Administrative Approval (Informational Only)								
d.	Approval of Municipal Licenses								
e.	Police Activity Report								
f.	Building Activity Report								
g.	Accept Steve Fox's Resignation from the Communications Board								
6	New Business								
a.	Presentation of 4th Quarter 2015 Financial Report	McDonald							40
b.	Mediacom Progress Report	Mediacom							52
c.	Review Wayzata Yacht Club Dock License Application to LMCD	Thomson							76
d.	Discuss Public Art Process for East Lake Street Roundabout	Thomson							87
e.	Approve Extended Service Agreement with Groundworks	Thomson							95
7	City Manager's Report and Discussion Items								
8	Public Forum (as necessary)								
9	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 - **WEDNESDAY** March 2, & Tuesday, March 15, 2016
- Planning Commission - February 22 & March 7, 2016



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

Mayor:
Ken Willcox

City Council:
Bridget Anderson
Johanna McCarthy
Andrew Mullin
Steven Tyacke

**Interim City
Manager:**
Doug Reeder

MEMORANDUM

DATE: February 10, 2016

TO: The Honorable Mayor and Members of the City Council

FROM: Becky Malone, Deputy City Clerk

RE: Planning Commission, Heritage Preservation Board and Charter
Commission Service Awards

The following Service Awards will be presented at the February 16, 2016 City Council Meeting:

<u>Name</u>	<u>Board/Commission</u>	<u>Years of Service</u>
Michael Ramy Jr	Planning Commission	2013-2015
Tom Vanderheyden	Planning Commission	Chair 2015; Planning Commission 2013-2015
Sue Sorrentino	Heritage Preservation Board	2012-2015
Todd Pearson	Charter Commission	2012-2015

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WAYZATA CITY COUNCIL
DRAFT-WORKSHOP MEETING MINUTES
February 2, 2016

5:45 PM UPDATE EON ACCOUNTING SYSTEMS AND INVENTORY CONTROLS FOR PURCHASES AT WAYZATA WINE & SPIRITS, AND BAR & GRILL

Mayor Willcox called the workshop meeting to order at 5:45 pm in the Community Room at Wayzata City Hall. Council Members present: Anderson, McCarthy, Mullin and Tyacke. Also present: Interim City Manager Reeder, Director of Planning & Building Thomson, Liquor Store General Manager Castellano, and Bar & Grill General Manager Pietrini.

Mr. Castellano described the inventory controls and loss prevention methods for the Wayzata Wine & Spirits Liquor Store. These include quarterly inventory cycle counts, limiting salesperson cashier functions, limiting inventory purchases and receipt of orders to key holders, blind closeout procedures, automated reporting of price changes, credits/adjustments, and coupons, as well as building surveillance/security methods.

Mr. Pietrini described the inventory control methods for the Wayzata Bar & Grill restaurant. He described ordering accuracy and accountability, organization of inventory, not allowing employees in the building by themselves, loss prevention methods, monthly inventory counts, as well as building surveillance/security methods.

The Council thanked Mr. Castellano and Mr. Pietrini for their presentations.

6:15 PM UPDATE FROM LAKE MINNETONKA TROLLEY PROGRAM

Mayor Willcox called the workshop meeting to order at 6:15 pm in the Community Room at Wayzata City Hall. Council Members present: Anderson, McCarthy, Mullin and Tyacke. Also present: Interim City Manager Reeder, and Director of Planning & Building Thomson.

Jack Amdal and Russ Crowder, representatives with Lake 360, Inc., stated that in 2015, the trolley program operated during the months of June through the beginning of September. Trolley service was provided from 10am-4pm on Thursdays & Sundays, as well as Wednesday evenings in July for the concert series. It was noted that the City contributed \$10,000 and the Wayzata Bar & Grill provided \$3,000 in funding last year for the 2015 season. They stated that in addition to the same programming as last year, they hope to expand the trolley service to include Friday and Saturday evenings in 2016. The group asked for a City contribution of \$31,140 in 2016 for the additional Friday and Saturday evening service. The group indicated that the City could fund the program as part of the Downtown mobility and management district.

The Council indicated that the special district has not been established and funding is therefore unavailable. The council indicated their support for the continuation of the program and support for one additional day of trolley service, not two. The Council asked that Lake 360, Inc. provide the Council with detail regarding the actual program costs for 2015, and the total cost for the 2016 programs when they return with their request for 2016 funding.

The workshop meetings were adjourned at 6:45 pm.

Respectfully submitted,

Becky Malone, Deputy City Clerk

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WAYZATA CITY COUNCIL
DRAFT - MEETING MINUTES
January 19, 2016

AGENDA ITEM 1. Call to Order and Roll Call.

Mayor Willcox called the meeting to order at 7 p.m. Council Members present: Anderson, McCarthy, Mullin and Tyacke. Also present: Interim City Manager Reeder, Director of Planning and Building Thomson, City Engineer Kelly, and City Attorney Schelzel.

Mayor Willcox reported that Council met in Workshop prior to the meeting and discussed the Mill Street Parking Ramp and the Lake Effect Project timeline.

AGENDA ITEM 2. Approve Agenda.

Mrs. McCarthy made a motion, seconded by Mr. Tyacke, to approve the agenda, as presented. The motion carried 5/0.

AGENDA ITEM 3. Public Forum – 15 Minutes (3 minutes per person).

a. Minnesota State Representative Jerry Hertaus – Update on Legislative Issues

This item was taken up following Item 6a.

b. Annual Report from Charter Commission

Dr. David McGill, 355 Lake Street West, Charter Commission Chair, and Brian Botham, 387 Margaret Circle, Charter Commission Vice-Chair, presented the Annual Report. They reported the Charter Commission met in May 2015 for their Annual Meeting and took the following actions: 1) Approved the policy for communication between Boards, Commissions, and Committees as requested by the City Council; 2) Reviewed and determined there was no need to change the Charter language and process for the election of the Mayor Pro Tem and the Council could continue the practice of establishing a succession plan during the same meeting the Mayor Pro Tem is elected; and 3) Determined there were no additional changes, recommendations or concerns with the Charter that should be discussed.

Mayor Willcox asked how many Council actions in the Charter require a four-fifths affirmative vote of Council. He suggested reviewing the actions that require a four-fifths vote to see if it is still appropriate to require it since recent actions of the State Legislature have suggested more majority votes and less super majority votes. Mr. Schelzel stated that under State law, some issues still require a super majority and others are left to the discretion of cities.

Dr. McGill reported that under the Charter, a four-fifths affirmative vote is required for a special election, preamble for emergency ordinances, approval of contingency expenses, adjustment of salaries or appropriations, transfer of funds among purposes, issue of bonds, certificates of indebtedness, granting of franchises, and amending comprehensive ordinances. Mr. Schelzel stated he was not sure that all these issues are mandated by state statute to require a super majority, but that it could be reviewed.

Mrs. Anderson asked if a unanimous vote was needed to change the Charter. Mr. Schelzel stated it depends on the manner in which the amendments are made, and state statute provided several ways to amend a city's charter. Dr. McGill stated a unanimous vote is required for an amendment to the Charter made by an ordinance proposed by the Charter Commission, which is one of several methods to amend the Charter.

Dr. McGill stated the Commission could look at the actions requiring a four-fifths vote in the Charter to see if that threshold is still required or advisable with those actions, and then make a recommendation to the Council in the form of a proposed ordinance. Mr. Schelzel confirmed that the adoption of an ordinance to amend the Charter in this manner would need to be by a unanimous affirmative vote of the entire Council.

1 Mrs. McCarthy stated she would like to understand the legislative history behind why
2 certain actions originally required a four-fifths vote.

3 The Council asked that the Charter Commission look into the Council actions that require
4 a four-fifths affirmative vote of the Council and try to determine the 1) origin/historical basis for
5 each, to try and determine why do we have the ones we have, such as which are mandated by State
6 law or were based on a phenomenon in Wayzata history, if they can determine that; 2) Present
7 recommendations on which actions only need a majority vote versus a four-fifths vote. The
8 Council stated that the Commission may report back on their findings when convenient.

9 Mr. Tyacke asked about the required number of members on the Charter Commission.
10 Dr. McGill stated they currently have eight members, with one member pending. The State
11 Statute requires between 7 and 15 members.

12 Mr. Tyacke made a motion, seconded by Mrs. McCarthy, directing the Charter
13 Commission to examine the four-fifths vote requirements within the Charter, as discussed, and
14 report back to Council with their recommendations. The motion carried 5/0.

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16 **AGENDA ITEM 4. New Agenda Items.**

17 None.

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19 **AGENDA ITEM 5. Consent Agenda.**

20 **a. City Council Workshop Meeting Minutes of December 15, 2015 and City Council**
21 **Regular Meeting Minutes of January 5, 2015**

22 Mrs. Anderson referred to the January 5 regular meeting minutes with regard to Item No. 6b,
23 stating there is a part missing where she thanked the Parks and Trails Board and requested that be
24 added. She also referred to Item No. 6e, stating the minutes do not include the details of
25 background summary that she requested as to why the Council is pursuing additional design
26 options with HGA, and requested this be added to the minutes.

27 Mr. Willcox stated there is a difference between minutes that outline the proceedings and
28 verbatim minutes, and it was discussed that it was better to have minutes that contain the required
29 record of discussion and actions taken, rather than verbatim minutes. Mr. Schelzel stated that is
30 true and the recommended approach to the minutes, and that minutes should not be a transcript of
31 the meeting. If a significant item is missed, like a Council action or a point made by a
32 Councilmember, those should be incorporated into the minutes prior to Council approval, and
33 could also be transcribed verbatim at the Council's request.

34 Mr. Willcox referred to the Workshop minutes of December 15 and stated it was his
35 understanding the Council direction was for the neighborhood to meet with the Country Club to
36 try to reach a compromise on the gun range issue. If a compromise could be reached, the City
37 would not be involved any further. If that failed, the issue would come back to the Council for
38 consideration of a permitting process to evaluate the situation annually. However, the Workshop
39 minutes state when a compromise is reached, staff should use the information as a basis for a
40 permit. Mr. Schelzel referred to page 9 of the January 5 Regular Meeting Minutes and asked
41 Council if staff should use the language under item No. 7a, third paragraph, to amend the
42 Workshop minutes to reflect this understanding.

43 Mrs. Anderson made a motion, seconded by Mrs. McCarthy, to amend and bring back for
44 Council approval, the City Council Workshop Meeting Minutes of December 15, 2015 as noted,
45 as well as the City Council Regular Meeting Minutes of January 5, 2015 to reflect the
46 acknowledgement of the Parks and Trails Board and include more detail on the background
47 summary as to why additional design options are being pursued with HGA. The motion carried
48 5/0.

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

- 1 a. ~~City Council Workshop Meeting Minutes of December 15, 2015 and City Council~~
 2 ~~Regular Meeting Minutes of January 5, 2015~~
 3 b. Approval of Check Register
 4 c. Municipal Licenses Which Received Administrative Approval (Informational Only)
 5 d. Police Activity Report
 6 e. Building Activity Report
 7 f. Approval of Resolution No. 05-2016 Approving Appointment of Fire Department
 8 Officers for 2016
 9 The motion carried 5/0.

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 11 **AGENDA ITEM 6. New Business.**

12 **a. City Council Project Progress Reports**

13 Mrs. McCarthy updated the Council on the cell tower transition project. A timeline has been
 14 drafted for the project that includes pushing the refurbishment of the existing site on the City
 15 water tower from 2018 to 2020. A Letter of Intent was signed by the School District for a ground
 16 lease for a new tower at the Middle School. The regulatory approvals are not in process and were
 17 put on hold due to the additional time needed to evaluate the implications of the soil conditions at
 18 the Middle School. Staff and consultants are currently putting together a financial analysis based
 19 on the second report of the soil borings. The cost is anticipated to be higher, the total cost of the
 20 project around \$800,000, and the estimate will be before the Council by early March.
 21 Construction could take place in summer 2016.

22 Mr. Tyacke updated the Council on the Mill Street Parking Ramp. The City has received
 23 some additional designs from HGA/Walker to screen the view from above the ramp. A Steering
 24 Committee was formed to help communicate the design needs with HGA/Walker. The Steering
 25 Committee includes two Council members, Mrs. McCarthy and Mr. Tyacke; two staff members,
 26 Mr. Reeder and Mr. Thomson; and two citizen advisors, Jack Amdal and Chris Morrison/Steve
 27 Fox. After several upcoming meetings in February and March, a predesign concept will come
 28 before the Council at the first meeting in April.

29 Mrs. Anderson reported on the Bushaway Road landscaping. The Bushaway Landscape
 30 Committee consists of people from the previous Bushaway Task Force, representatives from both
 31 North and South Bushaway, Jack Amdal, and others that were active in the preservation of the
 32 trees along the roadway. The group is working on the existing concept plan from SRF and
 33 making sure it is in line with the group's mission. This includes working toward reforestation as
 34 well as preservation of native habitat, and selecting low maintenance plants. The Task Force also
 35 makes sure the corridor transitions are done well and have identified the hard costs involved.
 36 They will present to Council at a future date the hard costs of the North Gateway, South Gateway,
 37 and The Crossroads. The group is working to identify other sources for funding. The planting
 38 will take place in 2017.

39 Mrs. McCarthy asked what the budget was for this landscaping project. Mrs. Anderson
 40 replied about \$272,000 and that the City authorized additional funds for the use of real stone,
 41 upgraded rails, and the burying of utility lines. The Minnehaha Creek Watershed District has
 42 stated it will help with some funding for work with the storm water basins.

43 Mr. Tyacke asked if this project also included the roundabout and Lake Street. Mrs.
 44 Anderson stated it goes to the eastern entrance of the Wayzata Yacht Club parking lot. It includes
 45 the entire corridor, the southern part just past the turn into Grey's Bay, and all the way up to
 46 Wayzata Boulevard.

47 Mr. Mullin reported on the Lake Effect Project. He noted that the Lake Effect
 48 Conservancy board designees include Dan Koch, Tyler Purdy, Rick Born, and Mick Johnson, and
 49 a possible additional candidate is Sharon Lim. The goal is to have 8-9 board members.

50 Mr. Tyacke and Mrs. McCarthy stated Sharon Lim sounds like she would be an excellent
 51 and well-qualified candidate.

1 Mr. Mullin stated so far the designees have been educated on the project by staff and the
 2 project team, debriefed with HRA on funding strategies, attended Steering Committee and public
 3 meetings, and are building towards a recommendation on organizational structure and City
 4 partnership. They will be working on organizational development and public/private funding
 5 options through March. If a project is launched in April, they will work on fundraising options
 6 and advocating regional public partners in the second half of 2016.

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 8 **AGENDA ITEM 3. Public Forum – 15 Minutes (3 minutes per person). (Continued)**

9 **a. Minnesota State Representative Jerry Hertaus – Update on Legislative Issues**

10 Representative Jerry Hertaus updated the Council on his work at the state legislature. He stated
 11 the new legislative session will begin on March 8 and will be a short session due to the
 12 reconstruction at the Capital building. The Special Session is looking at a \$1.2 billion projected
 13 surplus with \$500 million of that likely to be spent on education. The final surplus number will
 14 not be known until the end of the fiscal year. The Transportation and Tax bills did not get done
 15 because the Governor insisted on raising the gas tax to increase revenue, but that is now dead.
 16 The alternate plan to increasing revenue includes a combination of dedicated funding, general
 17 fund spending, and some bonding. The House proposal is about \$7 billion, and the Senate, House,
 18 and Governor agree it should be invested in roads, bridges and infrastructure over the next ten
 19 years.

20 Rep. Hertaus stated he authored legislation in 2015 to extend Wayzata’s Widsten TIF
 21 District. In preparation to keep the TIF District alive to help with the parking ramp, Wayzata legal
 22 counsel has introduced wording to be added to the bill as an amendment to promote the prospect
 23 that the City could use TIF for the ramp. He requested several representatives from the City
 24 attend the legislative hearing to testify when it comes before the Committee.

25 Mr. Tyacke asked about the federal mandate for driver’s licenses that has been deferred
 26 for two years. Rep. Hertaus stated it is not a partisan issue and only 23 States are fully compliant.

27 Mr. Willcox stated they learned the Governor is in favor of allocating funds for rail safety
 28 and asked Rep. Hertaus whom they should contact about that. Rep. Hertaus stated it is a new
 29 announcement and he is not yet sure who to contact.

30 Mr. Willcox thanked Rep. Hertaus for his work and for representing the City of Wayzata.

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 32 **AGENDA ITEM 6. New Business. (Continued)**

33 **b. Update on Process for Use of City Property for Valet Parking**

34 Director of Planning and Building Thomson reported on the process for use of City right of way
 35 for valet parking, as requested by the Council at the January 5, 2016 City Council meeting. He
 36 explained that the City requires a Special Event Permit, which the City processes to make sure
 37 there are no safety and traffic issues associated with the proposed valet service.

38 Mrs. McCarthy asked why is a Special Event Permit used, and how the City determines
 39 the fee associated with it. Mr. Thomson stated the special event permit is for events on City
 40 property and the most applicable permit within the City Code that addresses a use like this
 41 occurring on City property. It has been the City’s practice for the past year to not charge a fee.

42 Mrs. McCarthy stated she wants to make sure all applicants and businesses applying for
 43 the permit have the same level of availability and are paying the same fee. She stated there is a
 44 disconnect when the City is hoping to build a parking ramp and there is no fee for a Special Event
 45 Permit relating to valet parking. She suggested the Council look at having a different permit
 46 process in place for valet parking and developing a different fee structure.

47 Mrs. Anderson stated she does not understand why one applicant was charged and others
 48 were not, and has concern with inconsistencies and enforcement issues. She requested
 49 recommendations and feedback from staff on how to become consistent in administering the
 50 permit process, how to determine fees, and to let the businesses know how it works and that it is
 51 available to them.

1 The Council suggested staff look at other cities to see if they have ordinances addressing
2 valet parking.

3 Mr. Willcox stated he wants to be careful about charging too much of a fee for valet
4 parking, as it does not make sense to penalize a business for something that will potentially help
5 with the parking issues in the City. Mrs. Anderson stated the parking spaces that are being
6 reserved for valet parking are then only used by one business and other businesses need to be
7 respected. There needs to be a balance.

8 Mr. Mullin stated there may also be a valet service provided to the parking district as part
9 of the parking ramp structure. There could be a centrally controlled valet that benefits the district
10 and those costs flow through the cost allocation model that is defined in the mobility district.

11 Mrs. McCarthy suggested the Council make a decision regarding valet parking so that it
12 does not adversely impact the negotiations the businesses might be looking at for next year.

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14 **c. Award Bid for Rehabilitation of Water Treatment Plant #2**

15 City Engineer Kelly reported six bids have been received for the Rehabilitation of Water
16 Treatment Plant #2. The project is proposed to be funded using the Water Capital Improvement
17 Program (CIP) and currently has a budget of \$1,065,000. The Public Works Department
18 recommends approval of the low bid of \$1,039,000 from Magney Construction, Inc.

19 Mr. Tyacke made a motion, seconded by Mrs. McCarthy to Award the bid of \$1,039,000
20 to Magney Construction, Inc., for Rehabilitation of Water Treatment Plant #2. The motion
21 carried 5/0.

22
23 **AGENDA ITEM 7. City Manager's Report and Discussion Items.**

24 **a. Charter Commission Appointment**

25 Interim City Manager Reeder reported Charter Commission Chair Dr. McGill requested the
26 Council allow the Charter Commission to take steps to appoint Dan Day to that Commission to
27 replace David Hill for the length of his unexpired term, which ends in December 2017.

28 The Council directed the Charter Commission to look at a procedure for appointing
29 members as needed for unfulfilled terms.

30 Mrs. Anderson made a motion, seconded by Mr. Mullin to allow the Charter Commission
31 to take the appropriate steps for the appointment of Dan Day to the Charter Commission to
32 replace David Hill for the length of his unexpired term. The motion carried 5/0.

33
34 **b. Met Council Shoreline Drive Project**

35 City Engineer Kelly reported Met Council has begun their work on Shoreline Drive. They had
36 planned to be in Wayzata in late May 2016 and closing the road for 10-12 weeks to install a
37 gravity line from Ferndale Road to the west end of the ramps to Highway 12. They are now
38 looking at pushing the Wayzata portion of the project to 2017 to allow for the completion of the
39 Bushaway Road Project, but the traffic impacts of the Shoreline Drive project would remain the
40 same. There could still be some discussion on having the project occur at different stages and
41 times. He suggested the Council and Met Council meet together in a Workshop session to gain a
42 better understanding of the issues involved.

43 Mrs. McCarthy requested all the projects going on in the City be mapped out on a
44 timeline.

45 Mrs. Anderson asked about the additional costs involved with delaying the project. Mr.
46 Kelly stated these would impact Met Council, not the City.

47 Mr. Tyacke stated there was a meeting where business owners expressed concern with
48 having this project begin with Bushaway Road not yet completed and suggested creating a bypass
49 instead of having a road closure. Mr. Kelly stated now that the project will not begin until after
50 Bushaway is completed, they plan to have a road closure. The bypass option would allow for one

1 lane, but the project would still require road closures, and the bypass option could possibly extend
2 the time needed to complete the Wayzata portion of the project.

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4 **c. Other**

5 Mr. Tyacke stated there was another Highway 12 traffic death.

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7 The Chamber’s Chili Open will be on February 6.

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9 **AGENDA ITEM 8. Public Forum Continued (if necessary).**

10 There were no comments.

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12 **AGENDA ITEM 9. Adjournment.**

13 Mr. Tyacke made a motion, seconded by Mrs. McCarthy to adjourn. There being no further
14 business, Mr. Willcox adjourned the meeting at 8:40 p.m.

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16 Respectfully submitted,

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19 Becky Malone
20 Deputy City Clerk

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22 Drafted by Shannon Schmidt
23 *TimeSaver Off Site Secretarial, Inc.*
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DRAFT

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WAYZATA CITY COUNCIL
DRAFT - MEETING MINUTES
February 2, 2016

AGENDA ITEM 1. Call to Order and Roll Call.

Mayor Willcox called the meeting to order at 7 p.m. Council Members present: Anderson, McCarthy, Mullin and Tyacke. Also present: Interim City Manager Reeder, and City Planner Thomson.

AGENDA ITEM 2. Approve Agenda.

Mr. Tyacke made a motion, seconded by Mrs. McCarthy, to approve the agenda, as presented. The motion carried 5/0.

Mayor Willcox reported that Council met in Workshop prior to the meeting and discussed the accounting and inventory control procedures at Wayzata Bar and Grill and Lake Minnetonka Trolley Program.

AGENDA ITEM 3. Public Forum – 15 Minutes (3 minutes per person).

a. Planning Commission, Heritage Preservation Board, and Charter Commission Service Awards

This item was postponed to February 16, 2016.

b. Lake Effect – Jane Cole

Ms. Jane Cole, 181 Ridgeview Drive East, commented on Lake Effect, stating her concern over the growth of the project and the funding. She noted there are talented people in the City with good ideas and hopes the end result keeps with the spirit of Wayzata.

Mayor Willcox commented Wayzata has the best location on Lake Minnetonka and because of that, the rent is high.

The Council thanked Ms. Cole for her comments and stated Excelsior is trying to redevelop their parkland along the Lake as Wayzata is and has sent a group to meet with Wayzata staff to see how it is getting funding and keeping the burden off the taxpayers. It was noted the majority of the funding has been from commercial development through TIF money and excess fees from development and did not come out of the general fund. In addition to Ms. Cole, other people have stated the feel and culture of Wayzata is changing and there is a challenge in trying to preserve that. One of the objectives is to make the residents of Wayzata beneficiaries of the project and include amenities they want on the lakefront.

AGENDA ITEM 4. New Agenda Items.

Mrs. Anderson requested staff provide an update on the newly built hockey boards at Klapprich Park to see if the intended standards have been met. Mr. Tyacke seconded. The Council approved.

AGENDA ITEM 5. Consent Agenda.

Mrs. McCarthy referred to the Pay Equity Report on page 29 of the meeting packet and asked why the average max monthly pay was so different between male and female employees.

Interim City Manager Reeder stated the key is not that males and females are paid the same, but whether males and females in the same class job are paid the same. This number reflects more females in jobs that are lower ranking and thus lowers the average. He explained a lot of these jobs are with the Muni in food service and it skews the numbers.

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

- 1 a. City Council Workshop Meeting Minutes of December 15, 2015 and January 19, 2016 and
- 2 City Council Regular Meeting Minutes of January 5, 2016
- 3 b. Approval of Check Register
- 4 c. Municipal Licenses Which Received Administrative Approval (Informational Only)
- 5 d. Approval of Sharon Lim as a Lake Effect Conservancy Founding Board Designees
- 6 e. Approval of Mandatory State of MN Pay Equity Submission Report
- 7 The motion carried 5/0.

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9 **AGENDA ITEM 6. New Business.**

10 **a. Review of House Plans for New Home at 152 Circle A Drive**

11 Director of Planning and Building Thomson reported that in 2008, City Council approved the
12 Maple Crest Subdivision on Circle A Drive. The developer provided preliminary house designs
13 with the application submittal documents that stated the homes would be one to one-and-a-half
14 stories high, designed in a “lake cottage” style. Prior to purchasing Lot 3 of Maple Crest
15 Subdivision on Circle A, Chris and Delphine Kahler inquired with the City regarding requirements
16 for constructing a home on the property. Due to there not being any specific conditions of approval
17 related to house size or design in the City Council resolution approving the subdivision, City staff
18 did not communicate the design requirements to the Kahlers. The Kahler’s building permit
19 application to the City proposed a full two-story design, not consistent with the one to one-and-a-
20 half story concept designs that were included in the application submittal documents by the
21 developer. Staff recommends approval of the house plans.

22 Mr. Tyacke asked if any variances are required for the submitted plans and if the
23 characteristics of the existing development have changed. Mr. Thomson stated it meets
24 requirements, except the house is six inches too high. New plans were submitted late in the day
25 today that addressed that issue. He indicated there are new homes in the area that may show the
26 existing development has changed, and there are two-story homes in the area as well.

27 Mr. Mullin stated there are two other homes under construction that are different than the
28 designs originally presented in 2008.

29 Mr. Willcox asked if the height difference between the proposed home and the homes next
30 to it would be a problem for a neighbor. Mr. Thomson stated the homes are a little shorter, but have
31 a similar mass to the proposed home.

32 Chris and Delphine Kahler, 152 Circle A Drive, stated they are excited to move to Wayzata
33 and feel their proposed home falls within the requirements given them by the prior City Planner.
34 They would not have purchased the lot if they were told they could not build a two-story home. In
35 the alley they share with other homes, there are currently three homes that are two stories and have
36 all been built in the last one to two years. With the design of their home, they are intentional in
37 keeping with the character of the neighborhood.

38 Mrs. McCarthy asked if the modifications made to the other homes in the subdivision came
39 before Council. Mr. Thomson stated they did not, but were reviewed and approved based on what
40 was originally approved by the Council.

41 Mrs. Anderson asked about the dimension of the right side wall. Mrs. Kahler commented
42 the house on the lot next to theirs has a larger sidewall so the Kahlers adjusted their plans to
43 accommodate that. Mrs. Anderson asked staff to make sure the length and height of the wall is
44 conforming to code.

45 Mr. Kahler stated they submitted a request before they bought the lot to see if they could
46 build a two-story home. The response was they needed to meet the requirements.

47 After discussion, the Council stated support for the application and that the conditions in
48 the resolution were not clearly stated.

49 Mr. Tyacke made a motion, seconded by Mr. Mullin to approve the House Plans for New
50 Home at 152 Circle A Drive.

1 Mrs. McCarthy clarified the motion needs to include the revised house plans that reflect
2 the six inches in height difference. Mr. Willcox polled the Council and everyone agreed on this
3 change to the motion.

4 Mr. Tyacke made a motion, seconded by Mr. Mullin to approve the revised house plans
5 that reflect a reduction of six inches in height for a new home at 152 Circle A Drive. The motion
6 carried 5/0.

7
8 **b. 2015 City of Wayzata Annual Report**

9 Interim City Manager Reeder provided a 2015 Annual Report on Lake Effect milestones,
10 downtown parking, and areas of Administration, Communications, Fire, Building and Inspections,
11 Planning, Police, Public Works, Finance, Motor Vehicle, Wayzata Wine and Spirits, and Wayzata
12 Bar and Grill.

13 Mrs. Anderson referred to motor vehicles, and asked where the difference goes if the net
14 income is \$176,000 and the City is contributing \$50,000 to the general fund. Mr. Reeder stated
15 more than \$50,000 will be transferred in to the general fund or CIP.

16 Mrs. McCarthy referred to Wayzata Wine and Spirits and asked for clarification as to why,
17 with sales up almost \$200,000, the gross profit is only up \$2,000 and the net income is down \$9,000.
18 Mr. Reeder stated Wayzata Wine and Sprits is trying to reduce the inventory that had been sitting
19 there so items were sold, but no profit was made. Mr. Mullin stated previously there was also a
20 higher labor cost due to employee health care costs and money was spent on marketing. Mrs.
21 McCarthy requested this be looked at more closely.

22 The Council indicated they are impressed with what staff does and thanked them for their
23 work.

24
25 **AGENDA ITEM 7. City Manager’s Report and Discussion Items.**

26 **a. Hiring City Manager**

27 Interim City Manager Reeder reported they have received 19 applications so far. They have sent
28 out over 600 letters to City Managers and Assistant City Managers and advertised in many different
29 states.

30
31 **b. Hiring Administrative Assistant/Payroll Clerk**

32 Mr. Reeder reported they have received 49 applications that have been narrowed down to five and
33 will be conducting interviews this week.

34
35 **c. Lake Street Closure**

36 Mr. Reeder announced Lake Street will be closed from the roundabout to the Village Shoppes
37 driveway from February 15-25 due to construction at the hotel. A letter will go out to residents and
38 detour signs will be posted this week.

39
40 **d. Other**

41 Mr. Reeder announced the ice rink is closed today so the ice can be fixed.

42 Mr. Reeder requested residents make sure cars are off the road tonight so the streets can be
43 cleared of the snow.

44 Mr. Willcox announced the Chili Open on Saturday, February 6th. The tent will be in the
45 parking lot, not on the ice where it usually is located. Skating Under the Stars on Friday night is
46 going to be in the Marina, not out on the Lake.

47
48 **AGENDA ITEM 8. Public Forum Continued (if necessary).**

49 There were no comments.

50

1 **AGENDA ITEM 9. Adjournment.**

2 Mrs. Anderson made a motion, seconded by Mrs. McCarthy to adjourn. There being no further
3 business, Mr. Willcox adjourned the meeting at 8:42 p.m.

4

5 Respectfully submitted,

6

7

8

9 Becky Malone

10 Deputy City Clerk

11

12 Drafted by Shannon Schmidt

13 *TimeSaver Off Site Secretarial, Inc.*

14

DRAFT

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Closing 2015

		Check Amt	Invoice	Comment
20100 Accounts Payable				
Paid Chk#	101384	1/29/2016	ARCTIC GLACIER INC.	
E 640-47000-254	Soft Drinks/Mix For Resale	\$224.52	385525400	ICE RESALE
Total ARCTIC GLACIER INC.		\$224.52		
Paid Chk#	101385	1/29/2016	AVI SYSTEMS, INC.	
E 409-40000-540	Equipment	\$50,375.70	915732	CABLECAST SYSTEM
Total AVI SYSTEMS, INC.		\$50,375.70		
Paid Chk#	101386	1/29/2016	BERRY COFFEE COMPANY	
E 640-48000-254	Soft Drinks/Mix For Resale	\$148.95	M32444	COFFEE
E 640-48000-254	Soft Drinks/Mix For Resale	\$124.95	M33900	COFFEE
Total BERRY COFFEE COMPANY		\$273.90		
Paid Chk#	101387	1/29/2016	BEST & FLANAGAN	
E 101-41500-304	Legal Fees	\$150.00	456260	DATA PRACTICES
E 101-41500-304	Legal Fees	\$2,437.50	456262	CITY COUNCIL
E 101-41500-304	Legal Fees	\$1,162.50	456264	PD PERSONNEL
E 101-41500-304	Legal Fees	\$262.50	456265	LIQUOR LICENSES
E 101-41500-304	Legal Fees	\$112.50	456266	CHARTER
E 101-41500-304	Legal Fees	\$255.00	456267	BURLINGTON NORTHERN
E 101-41500-304	Legal Fees	\$37.50	456269	412 RICE STREET
E 407-40000-304	Legal Fees	\$225.00	456270	CELL TOWER
E 101-41500-304	Legal Fees	\$367.50	456271	DOWNTOWN PARKING
G 101-20310	Escrow	\$300.00	456276	1607 & 1613 HOLD.TER.
G 101-20310	Escrow	\$262.50	456277	1120 WAYZ.BLVD.
E 101-41500-304	Legal Fees	\$900.00	456278	WAYZ.CC TRAP SHOOTING RANGE
E 101-42400-304	Legal Fees	\$200.60	456287	CODE ENFORCEMENT
E 101-41500-304	Legal Fees	\$787.50	456288	CONTRACT REVIEW
E 101-41500-304	Legal Fees	\$1,237.50	456289	UNITARIAN CHURCH
Total BEST & FLANAGAN		\$8,698.10		
Paid Chk#	101388	1/29/2016	CITY VIEW PLUMBING & HEATING	
E 101-41940-404	Repairs/Maint - Machin/Equip	\$339.10	43997	PW FURNACE REPAIRS
Total CITY VIEW PLUMBING & HEATING		\$339.10		
Paid Chk#	101389	1/29/2016	DAHLHEIMER DISTRIBUTING CO.	
E 640-48000-253	Beer For Resale	(\$154.75)	117851	BEER
E 640-48000-253	Beer For Resale	\$197.00	1183766	BEER
E 640-48000-253	Beer For Resale	\$5.50	119444	BEER
Total DAHLHEIMER DISTRIBUTING CO.		\$47.75		
Paid Chk#	101390	1/29/2016	DISTRICT FRESH KITCHEN	
R 101-00000-32290	Misc Permits	\$200.00	REFUND	SPECIAL EVENT PERMIT (VALET PARKING) REFUND
Total DISTRICT FRESH KITCHEN		\$200.00		
Paid Chk#	101391	1/29/2016	EHLERS	
E 314-40000-302	Consultants	\$4,252.50	69562	DOWNTOWN PARKING
E 314-40000-302	Consultants	\$525.00	69563	TIF CONSULTING
Total EHLERS		\$4,777.50		
Paid Chk#	101392	1/29/2016	FAIR'S NURSERY	
E 404-40000-227	Plantings	\$3,289.35	FALL PLANTI	FALL 2015 PLANTING
Total FAIR'S NURSERY		\$3,289.35		
Paid Chk#	101393	1/29/2016	FIRSTLAB	
E 101-41500-306	Personnel Expense	\$42.95	FL00139131	NEW EMPLOYEE DRUG TESTING
Total FIRSTLAB		\$42.95		02162016CC PACKET

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Closing 2015

			Check Amt	Invoice	Comment
Paid Chk#	101394	1/29/2016	HENN.CNTY.ACCTG.SERVICES		
E	101-42120-308	Prisoner Care	\$132.50	1000069397	PRISONER PROCESSING
	Total	HENN.CNTY.ACCTG.SERVICES	\$132.50		
Paid Chk#	101395	1/29/2016	HERITAGE SHADE TREE CONSULTANT		
E	404-40000-302	Consultants	\$2,242.50	5519	URBAN FORESTRY CONSULTING
	Total	HERITAGE SHADE TREE CONSULTANT	\$2,242.50		
Paid Chk#	101396	1/29/2016	MINNESOTA LAND TRUST		
E	101-45200-499	Miscellaneous	\$10.00	SIGNS	BIG WOODS SIGNS
	Total	MINNESOTA LAND TRUST	\$10.00		
Paid Chk#	101397	1/29/2016	MN DNR WATERS		
E	610-40000-310	Plan Review	\$3,089.37	1965-0433	YEARLY DNR PERMIT FOR WATER PUMPED
	Total	MN DNR WATERS	\$3,089.37		
Paid Chk#	101398	1/29/2016	NAPA AUTO PARTS-LONG LAKE		
E	101-45200-404	Repairs/Maint - Machin/Equip	\$4.91	297831	PARTS
E	101-42100-404	Repairs/Maint - Machin/Equip	\$2.02	301511	PARTS
	Total	NAPA AUTO PARTS-LONG LAKE	\$6.93		
Paid Chk#	101399	1/29/2016	NORTHERN SAFETY TECHNOLOGY		
E	610-40000-224	Repair & Maint - Motor Equip	\$350.87	40185	SEWER JET PARTS
E	620-40000-224	Repair & Maint - Motor Equip	\$350.87	40185	SEWER JET PARTS
	Total	NORTHERN SAFETY TECHNOLOGY	\$701.74		
Paid Chk#	101400	1/29/2016	PHANTOM PRODUCTS, INC		
E	101-42100-540	Equipment	\$696.07	115122410	PD EQUIPMENT
	Total	PHANTOM PRODUCTS, INC	\$696.07		
Paid Chk#	101401	1/29/2016	QUALITY SERVICE, INC.		
E	640-48500-404	Repairs/Maint - Machin/Equip	\$78.00	31233	KITCHEN EQUIPMENT REPAIRS
E	640-48500-404	Repairs/Maint - Machin/Equip	\$345.44	31236	KITCHEN EQUIPMENT REPAIRS
E	640-48500-404	Repairs/Maint - Machin/Equip	\$58.50	31244	KITCHEN EQUIPMENT REPAIRS
E	640-48500-404	Repairs/Maint - Machin/Equip	\$428.26	31272	KITCHEN EQUIPMENT REPAIRS
	Total	QUALITY SERVICE, INC.	\$910.20		
Paid Chk#	101402	1/29/2016	SECURITY PRODUCTS COMPANY		
E	640-47000-401	Repairs/Maint Buildings	\$1,101.00	1118779	BAR/STORE ALARM SYSTEM REPAIRS
E	640-48000-401	Repairs/Maint Buildings	\$1,101.00	1118779	BAR/STORE ALARM SYSTEM REPAIRS
	Total	SECURITY PRODUCTS COMPANY	\$2,202.00		
Paid Chk#	101403	1/29/2016	SHORT ELLIOTT HENDRICKSON INC.		
G	101-20310	Escrow	\$2,108.54	309778	AT&T CELL TOWER ESCROW PROJECT
	Total	SHORT ELLIOTT HENDRICKSON INC.	\$2,108.54		
Paid Chk#	101404	1/29/2016	SPENCER JANITORIAL		
E	640-48000-409	Maint services & Improv	\$2,541.24	10370	BAR CLEANING
	Total	SPENCER JANITORIAL	\$2,541.24		
Paid Chk#	101405	1/29/2016	SRF CONSULTING GROUP, INC.		
E	408-40000-302	Consultants	\$26,416.85	08758.00-9	PEAVEY BRIDGE
E	314-40000-302	Consultants	\$1,797.90	08866.00-8	DOWNTOWN PARKING
	Total	SRF CONSULTING GROUP, INC.	\$28,214.75		
Paid Chk#	101406	1/29/2016	TEE JAY NORTH, INC.		
E	640-47000-401	Repairs/Maint Buildings	\$233.10	25182	FRONT DOOR BAR/STORE REPAIRS
E	640-48000-401	Repairs/Maint Buildings	\$233.11	25182	FRONT DOOR BAR/STORE REPAIRS

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Closing 2015

		Check Amt	Invoice	Comment
Total TEE JAY NORTH, INC.		\$466.21		
Paid Chk#	101407	1/29/2016	US FOODS	
E 640-48500-255	FOOD	Ingredients For Resale	\$279.56	4147830 FOOD
E 640-48500-255	FOOD	Ingredients For Resale	\$1,134.91	4408985 FOOD
E 640-48500-255	FOOD	Ingredients For Resale	\$4,710.66	4580940 FOOD
E 640-48500-255	FOOD	Ingredients For Resale	\$82.83	4597054 FOOD
E 640-48500-255	FOOD	Ingredients For Resale	(\$19.89)	5969115 FOOD
E 640-48500-255	FOOD	Ingredients For Resale	(\$39.78)	5969116 FOOD
E 640-48500-255	FOOD	Ingredients For Resale	(\$219.56)	5993253 FOOD
E 640-48500-255	FOOD	Ingredients For Resale	\$7.46	8974528 FOOD
E 640-48500-255	FOOD	Ingredients For Resale	\$2.34	8998778 FOOD
Total US FOODS		\$5,938.53		
Paid Chk#	101408	1/29/2016	WATERS & COMPANY	
E 101-41500-302	Consultants		\$11,400.00	0052050.104-1 EXECUTIVE RECRUITMENT - CITY MGR.
Total WATERS & COMPANY		\$11,400.00		
Paid Chk#	101409	1/29/2016	WINE MERCHANT	
E 640-48000-341	General Promotions		\$91.00	7063077 BAR PROMOTIONS
E 640-48000-252	Wine For Resale		\$164.00	7063078 WINE
Total WINE MERCHANT		\$255.00		
Paid Chk#	101410	1/29/2016	WSB & ASSOCIATES	
E 430-40000-302	Consultants		\$957.50	01204-391-9 2015 STREETS
E 101-41910-302	Consultants		\$85.50	01204-450-4 TELECOM ORDINANCE
Total WSB & ASSOCIATES		\$1,043.00		
Paid Chk#	101513	2/9/2016	BEST & FLANAGAN	
E 101-41500-304	Legal Fees		\$1,237.50	456261 PLANNING COMM.MTGS.
E 101-41500-304	Legal Fees		\$930.00	456263 ORDINANCES
E 101-41500-304	Legal Fees		\$487.50	456273 RENTAL HOUSING PROGRAM
E 101-41500-304	Legal Fees		\$1,150.56	456286 HOYT PROPERTY TAX APPEAL
Total BEST & FLANAGAN		\$3,805.56		
Paid Chk#	101514	2/9/2016	MN DEPT.OF PUBLIC SAFETY	
E 610-40000-310	Plan Review		\$100.00	272350012201 MATERIALS HANDLING REPORTING FEE
E 610-40000-310	Plan Review		\$100.00	272350013201 MATERIALS HANDLING REPORTING FEE
Total MN DEPT.OF PUBLIC SAFETY		\$200.00		
Paid Chk#	101515	2/9/2016	SPENCER JANITORIAL	
E 640-48000-409	Maint services & Improv		\$2,373.89	10378 MONTHLY BAR CLEANING
Total SPENCER JANITORIAL		\$2,373.89		
Paid Chk#	101516	2/9/2016	STANTEC CONSULTING SERVICES	
E 610-49100-302	Consultants		\$1,958.50	1003482 WTP#2 REHAB
E 610-49100-302	Consultants		\$14,889.72	1003483 WTP#2 REHAB
G 101-20310	Escrow		\$304.00	1004482 WETLAND DELINEATION REVIEW 2030 WAYZ.BLVD
Total STANTEC CONSULTING SERVICES		\$17,152.22		
Paid Chk#	101517	2/9/2016	WAYZATA BAY SENIOR HOUSING,INC	
G 316-20200	Note Payable		\$431,815.60	TIF#5 PAYME TIF#5 PAYMENT
Total WAYZATA BAY SENIOR HOUSING,INC		\$431,815.60		
20100 Accounts Payable		\$585,574.72		

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Fund Summary

20100 Accounts Payable

101 GENERAL FUND	\$27,604.25		
314 WIDSTEN	\$6,575.40		
316 BAY CENTER	\$431,815.60		
404 PARK AND TRAIL CIP	\$5,531.85		
407 CELL TOWER	\$225.00		
408 GENERAL CIP	\$26,416.85		
409 EQUIP REVOLVING	\$50,375.70		
430 STREET CIP	\$957.50		
610 WATER FUND	\$20,488.46		
620 SEWER FUND	\$350.87		
640 LIQUOR	\$15,233.24		
	\$585,574.72		

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January 2016 to February 2016

			Check Amt	Invoice	Comment
10100 Anchor Bank					
Paid Chk#	101411	2/2/2016	ARTISAN BEER COMPANY		
E 640-48000-253	Beer For Resale		\$180.00	3077769	BEER
E 640-47000-253	Beer For Resale		\$284.00	3078559	BEER
E 640-47000-253	Beer For Resale		\$94.75	3079709	BEER
E 640-47000-253	Beer For Resale		(\$7.98)	335103	BEER
E 640-47000-253	Beer For Resale		(\$120.12)	335104	BEER
	Total ARTISAN BEER COMPANY		\$430.65		
Paid Chk# 101412 2/2/2016 BELLBOY BAR SUPPLY CORP.					
E 640-47000-259	Freight		\$15.36	51948300	FREIGHT
E 640-47000-251	Liquor For Resale		\$1,124.03	51948300	LIQUOR
E 640-47000-259	Freight		\$21.11	52056700	FREIGHT
E 640-47000-251	Liquor For Resale		\$1,457.04	52056700	LIQUOR
E 640-47000-210	Operating Supplies (GENERAL)		\$155.31	93356000	SUPPLIES
E 640-47000-254	Soft Drinks/Mix For Resale		\$33.00	93391100	MISC.MIX
E 640-47000-210	Operating Supplies (GENERAL)		\$18.23	93391100	SUPPLIES
	Total BELLBOY BAR SUPPLY CORP.		\$2,824.08		
Paid Chk# 101413 2/2/2016 BERNICK'S WINE					
E 640-47000-254	Soft Drinks/Mix For Resale		\$78.40	274382	MISC.BEV./MIX
E 640-47000-253	Beer For Resale		\$661.20	274383	BEER
E 640-47000-254	Soft Drinks/Mix For Resale		\$42.00	275783	MISC.BEV./MIX
E 640-47000-253	Beer For Resale		\$88.80	275784	BEER
	Total BERNICK'S WINE		\$870.40		
Paid Chk# 101414 2/2/2016 BETH, GERALD O					
E 640-48000-341	General Promotions		\$175.00	2/1/16	BAR MUSIC 2/2/16
	Total BETH, GERALD O		\$175.00		
Paid Chk# 101415 2/2/2016 BREAKTHRU BEVERAGE					
E 640-47000-252	Wine For Resale		\$353.65	1080425095	WINE
E 640-47000-259	Freight		\$4.83	1080425095	FREIGHT
E 640-47000-251	Liquor For Resale		\$1,599.74	1080425096	LIQUOR
E 640-47000-259	Freight		\$16.22	1080425096	FREIGHT
E 640-47000-259	Freight		\$2.90	1080425097	FREIGHT
E 640-47000-251	Liquor For Resale		\$152.00	1080425097	LIQUOR
E 640-47000-252	Wine For Resale		\$72.00	1080427451	WINE
E 640-47000-259	Freight		\$1.45	1080427451	FREIGHT
E 640-47000-252	Wine For Resale		\$472.00	1080427452	WINE
E 640-47000-259	Freight		\$7.97	1080427452	FREIGHT
E 640-47000-251	Liquor For Resale		\$1,528.81	1080427453	LIQUOR
E 640-47000-259	Freight		\$14.74	1080427453	FREIGHT
E 640-47000-252	Wine For Resale		(\$224.00)	2080120049	WINE
E 640-47000-252	Wine For Resale		(\$90.00)	2080124381	WINE
	Total BREAKTHRU BEVERAGE		\$3,912.31		
Paid Chk# 101416 2/2/2016 BREAKTHRY BEVERAGE BEER					
E 640-47000-253	Beer For Resale		\$103.00	1090515943	BEER
E 640-47000-253	Beer For Resale		\$1,932.85	1090515944	BEER
E 640-48000-253	Beer For Resale		\$302.00	1090516328	BEER
E 640-47000-253	Beer For Resale		\$2,012.30	1090518414	BEER
E 640-48000-253	Beer For Resale		\$470.00	1090518889	BEER
	Total BREAKTHRY BEVERAGE BEER		\$4,820.15		
Paid Chk# 101417 2/2/2016 CINTAS CORPORATION					
E 640-48500-210	Operating Supplies (GENERAL)		\$60.04	5004421128	FIRST AID SUPPLIES

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January 2016 to February 2016

			Check Amt	Invoice	Comment
Total CINTAS CORPORATION			\$60.04		
Paid Chk#	101418	2/2/2016	CLEAR RIVER BEVERAGE CO.		
E 640-47000-253	Beer For Resale		\$842.70	240609	BEER
Total CLEAR RIVER BEVERAGE CO.			\$842.70		
Paid Chk#	101419	2/2/2016	COCA-COLA		
E 640-47000-254	Soft Drinks/Mix For Resale		\$155.12	0168080819	MISC.BEV.
Total COCA-COLA			\$155.12		
Paid Chk#	101420	2/2/2016	COOKS BAY MARKETING		
E 640-47000-254	Soft Drinks/Mix For Resale		\$592.80	1343	MISC.MDSE
Total COOKS BAY MARKETING			\$592.80		
Paid Chk#	101421	2/2/2016	COZZINI BROS., INC.		
E 640-48500-415	Other Equipment Rentals		\$52.03	C2382106	KNIFE EXCHANGE
Total COZZINI BROS., INC.			\$52.03		
Paid Chk#	101422	2/2/2016	DAHLHEIMER DISTRIBUTING CO.		
E 640-47000-253	Beer For Resale		\$787.85	1186931	BEER
E 640-48000-253	Beer For Resale		\$576.00	1186983	BEER
E 640-47000-253	Beer For Resale		\$537.20	1186984	BEER
Total DAHLHEIMER DISTRIBUTING CO.			\$1,901.05		
Paid Chk#	101423	2/2/2016	DENNYS 5TH AVENUE BAKERY		
E 640-48500-255	FOODIngredients For Resale		\$64.33	592220	FOOD
E 640-48500-255	FOODIngredients For Resale		\$82.02	592542	FOOD
E 640-48500-255	FOODIngredients For Resale		\$65.59	592869	FOOD
E 640-48500-255	FOODIngredients For Resale		\$138.19	593073	FOOD
E 640-48500-255	FOODIngredients For Resale		\$75.54	593115	FOOD
E 640-48500-255	FOODIngredients For Resale		\$133.08	593406	FOOD
E 640-48500-255	FOODIngredients For Resale		\$62.74	593506	FOOD
E 640-48500-255	FOODIngredients For Resale		\$54.68	593669	FOOD
Total DENNYS 5TH AVENUE BAKERY			\$676.17		
Paid Chk#	101424	2/2/2016	DIRECTV		
E 640-48000-415	Other Equipment Rentals		\$355.87	27675134945	SERVICE
Total DIRECTV			\$355.87		
Paid Chk#	101425	2/2/2016	DMX MUSIC - MINNEAPOLIS		
E 640-48000-415	Other Equipment Rentals		\$98.72	52208569	BAR MUSIC
Total DMX MUSIC - MINNEAPOLIS			\$98.72		
Paid Chk#	101426	2/2/2016	DOMACE VINO		
E 640-47000-252	Wine For Resale		\$408.00	10894	WINE
E 640-47000-259	Freight		\$4.00	10894	FREIGHT
Total DOMACE VINO			\$412.00		
Paid Chk#	101427	2/2/2016	ECM PUBLISHERS, INC.		
E 640-48000-340	Advertising		\$325.00	299279	BAR - BEST LUNCH AD
Total ECM PUBLISHERS, INC.			\$325.00		
Paid Chk#	101428	2/2/2016	ENKI BREWING COMPANY		
E 640-48000-253	Beer For Resale		\$215.00	5082	BEER
Total ENKI BREWING COMPANY			\$215.00		
Paid Chk#	101429	2/2/2016	EXTREME BEVERAGE, LLC		
E 640-47000-254	Soft Drinks/Mix For Resale		\$139.60	398-434	MISC.BEV.
Total EXTREME BEVERAGE, LLC			\$139.60		

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January 2016 to February 2016

		Check Amt	Invoice	Comment
Paid Chk#	101430	2/2/2016	FUN2RAISE MARKETING AND EVENTS	
E 640-48000-340	Advertising	\$799.00	3124	BAR ADVERTISEMENT
Total FUN2RAISE MARKETING AND EVENTS		\$799.00		
Paid Chk#	101431	2/2/2016	G & K SERVICES	
E 640-48500-217	Uniforms	\$110.37	1013505021	KITCHEN UNIFORMS & SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)	\$53.96	1013505021	KITCHEN UNIFORMS & SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)	\$64.78	1013505021	KITCHEN UNIFORMS & SUPPLIES
E 640-48500-217	Uniforms	\$75.30	1013516590	KITCHEN UNIFORMS & SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)	\$51.74	1013516590	KITCHEN UNIFORMS & SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)	\$68.11	1013516590	KITCHEN UNIFORMS & SUPPLIES
Total G & K SERVICES		\$424.26		
Paid Chk#	101432	2/2/2016	HOHENSTEINS INC.	
E 640-47000-253	Beer For Resale	\$574.00	806302	BEER
Total HOHENSTEINS INC.		\$574.00		
Paid Chk#	101433	2/2/2016	HOLIDAY	
E 640-47000-212	Motor Fuels	\$34.45		FUEL
Total HOLIDAY		\$34.45		
Paid Chk#	101434	2/2/2016	JJ TAYLOR DISTRIBUTING OF MN	
E 640-48000-253	Beer For Resale	\$231.00	2471421	BEER
E 640-47000-253	Beer For Resale	\$1,929.90	2473819	BEER
E 640-47000-253	Beer For Resale	\$88.00	2473833	BEER
E 640-47000-253	Beer For Resale	\$2,195.76	2473859	BEER
E 640-48000-253	Beer For Resale	\$195.85	2481228	BEER
E 640-48000-253	Beer For Resale	\$996.00	2481297	BEER
E 640-48000-253	Beer For Resale	\$128.20	2481298	BEER
Total JJ TAYLOR DISTRIBUTING OF MN		\$5,764.71		
Paid Chk#	101435	2/2/2016	JOHNSON BROS.-ST.PAUL	
E 640-47000-251	Liquor For Resale	\$371.00	5353310	LIQUOR
E 640-47000-259	Freight	\$4.88	5353310	FREIGHT
E 640-47000-252	Wine For Resale	\$3,147.25	5353311	WINE
E 640-47000-259	Freight	\$46.97	5353311	FREIGHT
E 640-47000-259	Freight	\$12.20	5354542	FREIGHT
E 640-47000-251	Liquor For Resale	\$1,957.85	5354542	LIQUOR
E 640-47000-259	Freight	\$7.32	5358248	FREIGHT
E 640-47000-251	Liquor For Resale	\$751.48	5358248	LIQUOR
E 640-47000-252	Wine For Resale	\$301.75	5358249	WINE
E 640-47000-259	Freight	\$9.76	5358249	FREIGHT
E 640-47000-252	Wine For Resale	\$248.25	5358250	WINE
E 640-47000-259	Freight	\$3.66	5358250	FREIGHT
E 640-47000-259	Freight	\$2.44	5358251	FREIGHT
E 640-47000-251	Liquor For Resale	\$240.00	5358251	LIQUOR
E 640-47000-252	Wine For Resale	\$480.00	5358252	WINE
E 640-47000-259	Freight	\$7.32	5358252	FREIGHT
E 640-47000-259	Freight	\$1.22	5359563	FREIGHT
E 640-47000-251	Liquor For Resale	\$225.00	5359563	LIQUOR
E 640-47000-252	Wine For Resale	\$413.75	5359564	WINE
E 640-47000-259	Freight	\$12.20	5359564	FREIGHT
E 640-47000-251	Liquor For Resale	\$1,526.19	5359565	LIQUOR
E 640-47000-259	Freight	\$9.15	5359565	FREIGHT
E 640-47000-251	Liquor For Resale	(\$23.04)	560227	LIQUOR
E 640-47000-252	Wine For Resale	(\$145.22)	561485	WINE
Total JOHNSON BROS.-ST.PAUL		\$9,611.38		

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January 2016 to February 2016

		Check Amt	Invoice	Comment
Paid Chk#	101436	2/2/2016	JORGENSEN, KURT	
E 640-48000-341	General Promotions	\$250.00	2/3/16	BAR MUSIC 2/3/16
Total JORGENSEN, KURT		\$250.00		
Paid Chk#	101437	2/2/2016	KARLSBURGER FOODS, INC.	
E 640-48500-255	FOODIngredients For Resale	\$249.95	000399903	FOOD
Total KARLSBURGER FOODS, INC.		\$249.95		
Paid Chk#	101438	2/2/2016	KUUSISTO, SAM	
E 640-48000-341	General Promotions	\$300.00	2/4/16	BAR MUSIC 2/4/16
Total KUUSISTO, SAM		\$300.00		
Paid Chk#	101439	2/2/2016	LIBATION PROJECT	
E 640-47000-259	Freight	\$6.00	3016	FREIGHT
E 640-47000-252	Wine For Resale	\$400.00	3016	WINE
Total LIBATION PROJECT		\$406.00		
Paid Chk#	101440	2/2/2016	LOCHER BROS., INC.	
E 640-48000-253	Beer For Resale	\$165.00	1199	BEER
Total LOCHER BROS., INC.		\$165.00		
Paid Chk#	101441	2/2/2016	MIDWEST GREASE	
E 640-48000-409	Maint services & Improv	\$180.00	156919	SERVICE
Total MIDWEST GREASE		\$180.00		
Paid Chk#	101442	2/2/2016	NEW FRANCE WINE COMPANY	
E 640-47000-252	Wine For Resale	\$352.00	106879	WINE
E 640-47000-259	Freight	\$3.00	106879	FREIGHT
Total NEW FRANCE WINE COMPANY		\$355.00		
Paid Chk#	101443	2/2/2016	NORTHWESTERN FRUIT COMPANY	
E 640-48500-255	FOODIngredients For Resale	\$344.35	831169	FOOD
E 640-48500-255	FOODIngredients For Resale	\$622.75	831294	FOOD
E 640-48000-253	Beer For Resale	\$22.60	831294	BEER
E 640-48500-255	FOODIngredients For Resale	\$324.10	831414	FOOD
E 640-48000-251	Liquor For Resale	\$57.60	831414	LIQUOR
E 640-48000-251	Liquor For Resale	\$15.00	831581	LIQUOR
E 640-48000-253	Beer For Resale	\$20.70	831581	BEER
E 640-48500-255	FOODIngredients For Resale	\$361.40	831581	FOOD
E 640-48500-255	FOODIngredients For Resale	\$35.25	831625	FOOD
E 640-48500-255	FOODIngredients For Resale	(\$35.25)	831722	FOOD
E 640-48000-251	Liquor For Resale	\$14.00	831724	LIQUOR
E 640-48500-255	FOODIngredients For Resale	\$615.45	831724	FOOD
E 640-48000-253	Beer For Resale	\$15.00	831724	BEER
Total NORTHWESTERN FRUIT COMPANY		\$2,412.95		
Paid Chk#	101444	2/2/2016	OENO DISTRIBUTION, LLC	
E 640-47000-259	Freight	\$4.50	4332	FREIGHT
E 640-47000-252	Wine For Resale	\$399.00	4332	WINE
Total OENO DISTRIBUTION, LLC		\$403.50		
Paid Chk#	101445	2/2/2016	PARLEY LAKE WINERY	
E 640-47000-252	Wine For Resale	\$147.00	16012	WINE
Total PARLEY LAKE WINERY		\$147.00		
Paid Chk#	101446	2/2/2016	PAUSTIS & SONS	
E 640-48000-252	Wine For Resale	\$76.50	8532862	WINE
E 640-48000-252	Wine For Resale	\$409.75	8533716	WINE
E 640-47000-252	Wine For Resale	\$1,766.00	8533718	WINE

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January 2016 to February 2016

			Check Amt	Invoice	Comment
E 640-47000-259	Freight		\$21.25	8533718	FREIGHT
Total PAUSTIS & SONS			\$2,273.50		
Paid Chk# 101447	2/2/2016	PEPSI -COLA			
E 640-47000-254	Soft Drinks/Mix For Resale		\$233.50	51105085	MISC.BEV.
Total PEPSI -COLA			\$233.50		
Paid Chk# 101448	2/2/2016	PHILLIPS WINES & SPIRITS			
E 640-47000-252	Wine For Resale		(\$24.00)	229598	WINE
E 640-48000-251	Liquor For Resale		\$421.36	2916588	LIQUOR
E 640-47000-259	Freight		\$19.73	2916730	FREIGHT
E 640-47000-252	Wine For Resale		\$1,077.90	2916730	WINE
E 640-47000-251	Liquor For Resale		\$85.30	2920089	LIQUOR
E 640-47000-259	Freight		\$1.22	2920089	FREIGHT
E 640-47000-252	Wine For Resale		\$1,054.94	2920090	WINE
E 640-47000-259	Freight		\$15.86	2920090	FREIGHT
Total PHILLIPS WINES & SPIRITS			\$2,652.31		
Paid Chk# 101449	2/2/2016	ROOTSTOCK WINE COMPANY			
E 640-47000-252	Wine For Resale		\$800.20	15-3583	WINE
E 640-47000-259	Freight		\$5.25	15-3583	FREIGHT
Total ROOTSTOCK WINE COMPANY			\$805.45		
Paid Chk# 101450	2/2/2016	SMALL LOT MN			
E 640-47000-259	Freight		\$8.20	5502	FREIGHT
E 640-47000-252	Wine For Resale		\$439.92	5502	WINE
Total SMALL LOT MN			\$448.12		
Paid Chk# 101451	2/2/2016	SOUTHERN WINE & SPIRITS OF MN			
E 640-47000-259	Freight		\$10.24	1369772	FREIGHT
E 640-47000-251	Liquor For Resale		\$1,774.86	1369772	LIQUOR
E 640-47000-252	Wine For Resale		\$452.00	1369773	WINE
E 640-47000-259	Freight		\$3.84	1369773	FREIGHT
E 640-47000-252	Wine For Resale		\$2,197.00	1369774	WINE
E 640-47000-259	Freight		\$32.00	1369774	FREIGHT
E 640-47000-251	Liquor For Resale		\$80.85	1372019	LIQUOR
E 640-47000-259	Freight		\$1.28	1372019	FREIGHT
E 640-47000-259	Freight		\$5.33	1372020	FREIGHT
E 640-47000-251	Liquor For Resale		\$824.64	1372020	LIQUOR
E 640-47000-251	Liquor For Resale		\$173.12	1372021	LIQUOR
E 640-47000-259	Freight		\$2.56	1372021	FREIGHT
E 640-47000-251	Liquor For Resale		\$557.85	1372022	LIQUOR
E 640-47000-259	Freight		\$2.88	1372022	FREIGHT
E 640-47000-252	Wine For Resale		\$1,134.00	1372023	WINE
E 640-47000-259	Freight		\$14.08	1372023	FREIGHT
E 640-47000-252	Wine For Resale		\$156.00	1372024	WINE
E 640-47000-259	Freight		\$1.28	1372024	FREIGHT
Total SOUTHERN WINE & SPIRITS OF MN			\$7,423.81		
Paid Chk# 101452	2/2/2016	STAR TRIBUNE			
E 640-48000-433	Dues, Licensing & Seminars		\$171.86	2519144	SUBSCRIPTION RENEWAL
Total STAR TRIBUNE			\$171.86		
Paid Chk# 101453	2/2/2016	STRATEGIC EQUIPMENT AND			
E 640-48500-210	Operating Supplies (GENERAL)		(\$46.18)	149620	SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		(\$49.28)	149623	SUPPLIES
E 640-48000-210	Operating Supplies (GENERAL)		\$129.52	2569264	SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$53.83	2569265	SUPPLIES

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January 2016 to February 2016

			Check Amt	Invoice	Comment
E 640-48000-210	Operating Supplies (GENERAL)		\$256.36	2569266	SUPPLIES
E 640-48000-341	General Promotions		\$75.95	2569266	SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$629.78	2569266	SUPPLIES
E 640-48000-341	General Promotions		\$72.68	2573040	SUPPLIES
E 640-48500-210	Operating Supplies (GENERAL)		\$654.59	2573040	SUPPLIES
Total STRATEGIC EQUIPMENT AND			\$1,777.25		
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Paid Chk#	101454	2/2/2016	SUNBURST CHEMICALS, INC.		
E 640-48500-415	Other Equipment Rentals		\$92.37	0007952	SUPPLIES
Total SUNBURST CHEMICALS, INC.			\$92.37		
<hr/>					
Paid Chk#	101455	2/2/2016	T.D. ANDERSON INC.		
E 640-48000-409	Maint services & Improv		\$115.00	458542	BEER LINES CLEANED
Total T.D. ANDERSON INC.			\$115.00		
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Paid Chk#	101456	2/2/2016	THORPE DISTRIBUTING CO.		
E 640-48000-253	Beer For Resale		\$1,222.00	1017527	BEER
E 640-47000-253	Beer For Resale		\$2,350.92	1024139	BEER
E 640-48000-253	Beer For Resale		\$570.00	1024584	BEER
E 640-47000-253	Beer For Resale		\$154.80	1027501	BEER
E 640-47000-253	Beer For Resale		\$39.00	1027502	BEER
E 640-47000-253	Beer For Resale		\$638.30	1027637	BEER
E 640-48000-253	Beer For Resale		\$935.00	1028081	BEER
E 640-47000-253	Beer For Resale		\$81.50	1028227	BEER
E 640-47000-253	Beer For Resale		\$19.50	1030943	BEER
E 640-47000-253	Beer For Resale		\$33.00	1030944	BEER
E 640-48000-253	Beer For Resale		\$113.00	150218	BEER
Total THORPE DISTRIBUTING CO.			\$6,157.02		
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Paid Chk#	101457	2/2/2016	TOLL GAS & WELDING SUPPLY		
E 640-48000-210	Operating Supplies (GENERAL)		\$69.75	40038920	SUPPLIES
Total TOLL GAS & WELDING SUPPLY			\$69.75		
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Paid Chk#	101458	2/2/2016	TRUE		
E 640-47000-254	Soft Drinks/Mix For Resale		\$222.30	172610	MISC.MDSE.
Total TRUE			\$222.30		
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Paid Chk#	101459	2/2/2016	TRUSTED EMPLOYEES		
E 640-47000-499	Miscellaneous		\$130.00	01201612035S	BACKGROUND CHECKS
E 640-48000-499	Miscellaneous		\$41.05	01201612035S	BACKGROUND CHECKS
Total TRUSTED EMPLOYEES			\$171.05		
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Paid Chk#	101460	2/2/2016	US FOODS		
E 640-48500-255	FOODIngredients For Resale		\$1,600.01	4607029	FOOD
E 640-48000-342	Promotions - Food/Drinks		\$59.90	4607029	PROMO FOOD
E 640-48000-251	Liquor For Resale		\$24.70	4607029	LIQUOR
E 640-48500-255	FOODIngredients For Resale		(\$182.84)	4876446	FOOD
E 640-48500-255	FOODIngredients For Resale		\$630.15	4876446	FOOD
E 640-48000-253	Beer For Resale		\$7.84	4876446	BEER
E 640-48000-251	Liquor For Resale		\$12.87	4876446	LIQUOR
E 640-48000-254	Soft Drinks/Mix For Resale		\$40.64	4892840	MISC.BEV.
E 640-48000-251	Liquor For Resale		\$14.64	4892840	LIQUOR
E 640-48500-255	FOODIngredients For Resale		\$1,589.76	4892840	FOOD
E 640-48500-210	Operating Supplies (GENERAL)		\$28.72	4892840	SUPPLIES
E 640-48500-255	FOODIngredients For Resale		\$1,629.52	4937252	FOOD
E 640-48000-251	Liquor For Resale		\$39.98	4937252	BEER
E 640-48000-254	Soft Drinks/Mix For Resale		\$150.51	4937252	MISC.BEV.
E 640-48000-342	Promotions - Food/Drinks		\$60.40	4937252	PROMO FOOD

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January 2016 to February 2016

		Check Amt	Invoice	Comment
E 640-48000-253	Beer For Resale	\$11.29	4984747	BEER
E 640-48500-255	FOODIngredients For Resale	\$3,628.44	4984747	FOOD
E 640-48000-254	Soft Drinks/Mix For Resale	\$212.86	4984747	MISC.BEV
E 640-48000-251	Liquor For Resale	\$62.89	4984747	LIQUOR
E 640-48500-210	Operating Supplies (GENERAL)	\$135.59	4984747	SUPPLIES
E 640-48500-255	FOODIngredients For Resale	\$434.28	4989523	FOOD
E 640-48500-255	FOODIngredients For Resale	\$2,436.33	5021173	FOOD
E 640-48500-255	FOODIngredients For Resale	\$1,460.57	5066175	FOOD
E 640-48500-255	FOODIngredients For Resale	(\$2,195.20)	5942909	REBATE
E 640-48500-255	FOODIngredients For Resale	(\$95.37)	5950763	FOOD
Total US FOODS		\$11,798.48		
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Paid Chk#	101461	2/2/2016	VINOCOPIA	
E 640-47000-251	Liquor For Resale	\$831.67	0143434	LIQUOR
E 640-47000-259	Freight	\$12.00	0143434	FREIGHT
E 640-47000-252	Wine For Resale	\$224.00	0143904	WINE
E 640-47000-259	Freight	\$5.00	0143904	FREIGHT
Total VINOCOPIA		\$1,072.67		
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Paid Chk#	101462	2/2/2016	WINE COMPANY	
E 640-47000-259	Freight	\$8.25	415423	FREIGHT
E 640-47000-252	Wine For Resale	\$608.00	415423	WINE
E 640-47000-252	Wine For Resale	\$656.00	416057	WINE
E 640-47000-259	Freight	\$9.90	416057	FREIGHT
Total WINE COMPANY		\$1,282.15		
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Paid Chk#	101463	2/2/2016	WINE MERCHANT	
E 640-48000-252	Wine For Resale	\$386.88	7065659	WINE
E 640-47000-259	Freight	\$3.66	7065691	FREIGHT
E 640-47000-252	Wine For Resale	\$507.00	7065691	WINE
E 640-47000-259	Freight	\$1.22	7066141	FREIGHT
E 640-47000-252	Wine For Resale	\$177.50	7066141	WINE
E 640-48000-252	Wine For Resale	\$230.44	7066533	WINE
E 640-47000-252	Wine For Resale	\$1,290.00	7066572	WINE
E 640-47000-259	Freight	\$6.10	7066572	FREIGHT
Total WINE MERCHANT		\$2,602.80		
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Paid Chk#	101464	2/3/2016	AIRTECH	
E 437-40000-404	Repairs/Maint - Machin/Equip	\$1,336.50	00057276	LIBRARY MAINT.
Total AIRTECH		\$1,336.50		
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Paid Chk#	101465	2/3/2016	BARCO MUNICIPAL PRODUCTS	
E 620-40000-210	Operating Supplies (GENERAL)	\$56.07	218769	UTILITY MARKING FLAGS
E 610-40000-210	Operating Supplies (GENERAL)	\$56.07	218769	UTILITY MARKING FLAGS
Total BARCO MUNICIPAL PRODUCTS		\$112.14		
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Paid Chk#	101466	2/3/2016	BETH, GERALD O	
E 640-48000-341	General Promotions	\$175.00	2/9/16	BAR MUSIC 2/9/16
Total BETH, GERALD O		\$175.00		
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Paid Chk#	101467	2/3/2016	CENTERPOINT ENERGY	
E 640-48000-383	Fuel, oil and natural gas	\$280.45		SERVICE
E 640-47000-383	Fuel, oil and natural gas	\$70.11		SERVICE
E 101-41940-383	Fuel, oil and natural gas	\$1,874.64		SERVICE
E 610-40000-383	Fuel, oil and natural gas	\$80.50		SERVICE
Total CENTERPOINT ENERGY		\$2,305.70		
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Paid Chk#	101468	2/3/2016	COURIER SOURCE, INC.	

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January 2016 to February 2016

			Check Amt	Invoice	Comment
E 101-41500-499	Miscellaneous		\$40.21	139307	SERVICE
	Total COURIER SOURCE, INC.		\$40.21		
Paid Chk# 101469	2/3/2016	DEHMER FIRE PROTECTION			
E 101-42200-241	Safety equip/testings		\$248.50	3924	ANNUAL INSPECTIONS
E 101-41940-401	Repairs/Maint Buildings		\$323.00	3925	ANNUAL INSPECTIONS
E 101-41940-401	Repairs/Maint Buildings		\$261.00	3926	ANNUAL INSPECTIONS
E 101-41940-401	Repairs/Maint Buildings		\$152.00	3927	ANNUAL INSPECTIONS
E 101-41940-401	Repairs/Maint Buildings		\$21.00	3928	ANNUAL INSPECTIONS
	Total DEHMER FIRE PROTECTION		\$1,005.50		
Paid Chk# 101470	2/3/2016	DEPUTY REGISTRAR 126			
E 101-42200-404	Repairs/Maint - Machin/Equip		\$16.00		VEHICLE TABS
E 101-42200-404	Repairs/Maint - Machin/Equip		\$20.75		VEHICLE TABS
E 101-42100-404	Repairs/Maint - Machin/Equip		\$16.00		VEHICLE TABS
E 620-40000-404	Repairs/Maint - Machin/Equip		\$72.00		VEHICLE TABS
E 610-40000-404	Repairs/Maint - Machin/Equip		\$72.00		VEHICLE TABS
E 101-43100-404	Repairs/Maint - Machin/Equip		\$160.00		VEHICLE TABS
E 101-45200-404	Repairs/Maint - Machin/Equip		\$112.00		VEHICLE TABS
E 101-42400-404	Repairs/Maint - Machin/Equip		\$32.00		VEHICLE TABS
E 101-43300-404	Repairs/Maint - Machin/Equip		\$32.00		VEHICLE TABS
	Total DEPUTY REGISTRAR 126		\$532.75		
Paid Chk# 101471	2/3/2016	DISTEL, DANIEL			
E 101-41550-302	Consultants		\$3,566.00		MONTHLY ASSESSING
	Total DISTEL, DANIEL		\$3,566.00		
Paid Chk# 101472	2/3/2016	FERGUSON ENTERPRISES, INC.			
E 610-40000-242	Well & F.P. Equipment		\$19.94	3806344	PARTS
E 610-40000-242	Well & F.P. Equipment		\$31.53	38096295	PARTS
	Total FERGUSON ENTERPRISES, INC.		\$51.47		
Paid Chk# 101473	2/3/2016	GARY L. FISCHLER & ASSOCIATES			
E 101-42100-306	Personnel Expense		\$545.00	7194	OFFICER PRE-EMPLOYMENT SCREENING
	Total GARY L. FISCHLER & ASSOCIATES		\$545.00		
Paid Chk# 101474	2/3/2016	GRAINGER, INC.			
E 101-42200-210	Operating Supplies (GENERAL)		\$86.84	9005373635	SUPPLIES
	Total GRAINGER, INC.		\$86.84		
Paid Chk# 101475	2/3/2016	HACH COMPANY			
E 610-40000-210	Operating Supplies (GENERAL)		\$86.88	9763891	SUPPLIES
	Total HACH COMPANY		\$86.88		
Paid Chk# 101476	2/3/2016	HAMLIN UNIVERSITY			
E 670-40000-499	Miscellaneous		\$350.00	MEMBERSHIP	MEMBERSHIP
	Total HAMLIN UNIVERSITY		\$350.00		
Paid Chk# 101477	2/3/2016	HD SUPPLY WATERWORKS, LTD			
E 610-40000-225	Repair & Maint - System		\$187.00	E957451	PARTS
E 610-40000-225	Repair & Maint - System		\$115.22	F041499	PARTS
E 610-40000-225	Repair & Maint - System		\$163.11	F041543	PARTS
	Total HD SUPPLY WATERWORKS, LTD		\$465.33		
Paid Chk# 101478	2/3/2016	HENN.CNTY.ATTORNEY S OFFICE			
G 101-20300	Deposits Payable		\$151.00	C#15-007328	FORFEITED FUNDS
	Total HENN.CNTY.ATTORNEY S OFFICE		\$151.00		
Paid Chk# 101479	2/3/2016	HENNEPIN COUNTY TREASURER			

***Check Detail Register©**

January 2016 to February 2016

			Check Amt	Invoice	Comment
G 650-20818	Garbage Sales Tax		\$1,353.77	9%REFUSE T	9%REFUSE TAX - JAN.2016
Total HENNEPIN COUNTY TREASURER			\$1,353.77		
Paid Chk#	101480	2/3/2016	HOME DEPOT		
E 610-40000-240	Small Tools and Minor Equip		\$47.92		SUPPLIES
E 620-40000-240	Small Tools and Minor Equip		\$47.92		SUPPLIES
E 620-40000-225	Repair & Maint - System		\$39.16		SUPPLIES
Total HOME DEPOT			\$135.00		
Paid Chk#	101481	2/3/2016	IDEAL SERVICE, INC.		
E 610-40000-242	Well & F.P. Equipment		\$387.50	7761	WTP#3 PARTS
Total IDEAL SERVICE, INC.			\$387.50		
Paid Chk#	101482	2/3/2016	J.H. LARSON COMPANY		
E 101-45203-220	Repair/Maint Supply (GENERAL)		\$69.87	S101115287.0	SUPPLIES
Total J.H. LARSON COMPANY			\$69.87		
Paid Chk#	101483	2/3/2016	JOHNSON, GORDY		
R 610-00000-37110	W/S/Storm Sales		\$483.74	REFUND	OVERPAYMENT ON UTILITY BILL
Total JOHNSON, GORDY			\$483.74		
Paid Chk#	101484	2/3/2016	JOHNSON, WILLIAM		
E 640-48000-341	General Promotions		\$200.00	2/11/16	BAR MUSIC 2/11/16
Total JOHNSON, WILLIAM			\$200.00		
Paid Chk#	101485	2/3/2016	JORGENSEN, KURT		
E 640-48000-341	General Promotions		\$250.00	2/10/16	BAR MUSIC 2/10/16
Total JORGENSEN, KURT			\$250.00		
Paid Chk#	101486	2/3/2016	KEEPRS		
E 101-42100-217	Uniforms		\$497.93	298111	PD UNIFORMS
Total KEEPRS			\$497.93		
Paid Chk#	101487	2/3/2016	KIRVIDA FIRE, INC.		
E 101-42200-404	Repairs/Maint - Machin/Equip		\$297.96	5278	FD REPAIRS
E 101-42200-404	Repairs/Maint - Machin/Equip		\$892.87	5279	FD REPAIRS
Total KIRVIDA FIRE, INC.			\$1,190.83		
Paid Chk#	101488	2/3/2016	LONG LAKE TRU VALUE		
E 101-42200-240	Small Tools and Minor Equip		\$7.99		SUPPLIES
E 101-41940-210	Operating Supplies (GENERAL)		\$14.78		SUPPLIES
E 101-43100-210	Operating Supplies (GENERAL)		\$34.98		SUPPLIES
E 101-45200-210	Operating Supplies (GENERAL)		\$23.26		SUPPLIES
E 610-40000-210	Operating Supplies (GENERAL)		\$24.35		SUPPLIES
E 620-40000-210	Operating Supplies (GENERAL)		\$12.97		SUPPLIES
Total LONG LAKE TRU VALUE			\$118.33		
Paid Chk#	101489	2/3/2016	MACQUEEN EQUIPMENT, INC.		
E 101-43100-220	Repair/Maint Supply (GENERAL)		\$303.60	2160775	PARTS
E 101-43100-220	Repair/Maint Supply (GENERAL)		\$96.94	2161077	PARTS
Total MACQUEEN EQUIPMENT, INC.			\$400.54		
Paid Chk#	101490	2/3/2016	MANSFIELD OIL COMPANY		
E 101-49200-212	Motor Fuels		\$841.45	143644	FUEL
E 101-49200-212	Motor Fuels		\$272.27	143658	FUEL
Total MANSFIELD OIL COMPANY			\$1,113.72		
Paid Chk#	101491	2/3/2016	MARY DELAITTRE		
E 233-40000-302	Consultants		\$14,625.00	2/2/16	LAKE EFFECT

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January 2016 to February 2016

		Check Amt	Invoice	Comment
Total MARY DELAITTRE		\$14,625.00		
Paid Chk# 101492	2/3/2016	MEDIACOM		
E 101-41940-321	Telephone	\$592.00		SERVICE
Total MEDIACOM		\$592.00		
Paid Chk# 101493	2/3/2016	METROPOLITAN COUNCIL		
E 620-40000-386	Other Utilities	\$37,744.23	0001051875	SEWER SERVICE
Total METROPOLITAN COUNCIL		\$37,744.23		
Paid Chk# 101494	2/3/2016	MICRO CENTER		
E 101-41940-210	Operating Supplies (GENERAL)	\$62.98	5953435	PARTS
Total MICRO CENTER		\$62.98		
Paid Chk# 101495	2/3/2016	MINNESOTA EQUIPMENT		
E 101-45200-210	Operating Supplies (GENERAL)	\$31.09	P40186	SUPPLIES
Total MINNESOTA EQUIPMENT		\$31.09		
Paid Chk# 101496	2/3/2016	MN NCPERS LIFE INSURANCE		
G 101-21715	PERA Term Life	\$48.00	2/2016	LIFE INS.
Total MN NCPERS LIFE INSURANCE		\$48.00		
Paid Chk# 101497	2/3/2016	MORRIE S MINNETONKA FORD		
E 101-43100-220	Repair/Maint Supply (GENERAL)	\$122.04	538940	PARTS
E 101-45200-222	Repair & Maint - Equip	\$122.03	538940	PARTS
Total MORRIE S MINNETONKA FORD		\$244.07		
Paid Chk# 101498	2/3/2016	NEWMAN TRAFFIC SIGNS		
E 101-43100-226	Sign Repair Materials	\$211.75	0294490	SIGNS
Total NEWMAN TRAFFIC SIGNS		\$211.75		
Paid Chk# 101499	2/3/2016	NORTHERN TOOL & EQUIPMENT		
E 620-40000-225	Repair & Maint - System	\$198.44	34730035	PARTS
Total NORTHERN TOOL & EQUIPMENT		\$198.44		
Paid Chk# 101500	2/3/2016	OFFICE DEPOT		
E 101-41500-200	Office Supplies (GENERAL)	\$168.50	819270428001	SUPPLIES
E 101-42100-200	Office Supplies (GENERAL)	\$80.92	820104759001	SUPPLIES
Total OFFICE DEPOT		\$249.42		
Paid Chk# 101501	2/3/2016	REEDER, DOUGLAS		
E 101-41500-302	Consultants	\$10,105.00	JAN.2016	INTERIM CITY MGR. - JAN.2016
Total REEDER, DOUGLAS		\$10,105.00		
Paid Chk# 101502	2/3/2016	SEARS		
E 610-40000-240	Small Tools and Minor Equip	\$107.50		TOOLS
E 101-43100-240	Small Tools and Minor Equip	\$107.51		TOOLS
E 620-40000-240	Small Tools and Minor Equip	\$107.50		TOOLS
Total SEARS		\$322.51		
Paid Chk# 101503	2/3/2016	SPRINT		
E 101-42200-323	Radio Units	\$296.82	523093316-17	FD SERVICE
Total SPRINT		\$296.82		
Paid Chk# 101504	2/3/2016	STATE OF MINNESOTA		
G 101-20300	Deposits Payable	\$75.50	C#15-007328	FORFEITED FUNDS
Total STATE OF MINNESOTA		\$75.50		
Paid Chk# 101505	2/3/2016	STREICHER S		

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January 2016 to February 2016

			Check Amt	Invoice	Comment
E 101-42100-217	Uniforms		\$249.99	I1191700	PD UNIFORMS
Total STREICHER S			\$249.99		
Paid Chk# 101506	2/3/2016	TIME SAVER			
E 101-41100-302	Consultants		\$245.30	M21907	MTG.MINUTES
Total TIME SAVER			\$245.30		
Paid Chk# 101507	2/3/2016	TRI-CITY			
E 610-40000-309	Contractual Services		\$52.50	1/1-1/31/16	WATER ANALYSIS
Total TRI-CITY			\$52.50		
Paid Chk# 101508	2/3/2016	US HEALTH WORKS MEDICAL GROUP			
E 101-42100-306	Personnel Expense		\$285.00	0051828-MN	PRE-EMPLOYMENT TESTING
Total US HEALTH WORKS MEDICAL GROUP			\$285.00		
Paid Chk# 101509	2/3/2016	VICKERS CONSULTING SERVICES			
E 101-42200-499	Miscellaneous		\$50.00	024002	FD SERVICE
Total VICKERS CONSULTING SERVICES			\$50.00		
Paid Chk# 101510	2/3/2016	WAYZATA TIRE & AUTO			
E 101-42200-404	Repairs/Maint - Machin/Equip		\$68.70	126252	FD REPAIRS
Total WAYZATA TIRE & AUTO			\$68.70		
Paid Chk# 101511	2/3/2016	XCEL ENERGY			
E 101-45203-381	Electric Utilities		\$600.27		SERVICE
E 101-41940-381	Electric Utilities		\$6.84		SERVICE
E 620-40000-381	Electric Utilities		\$462.95		SERVICE
E 640-48000-381	Electric Utilities		\$2,852.03		SERVICE
E 640-47000-381	Electric Utilities		\$1,222.30		SERVICE
E 610-40000-381	Electric Utilities		\$4,036.93		SERVICE
E 101-41940-381	Electric Utilities		\$3,679.93		SERVICE
E 101-42200-381	Electric Utilities		\$371.73		SERVICE
Total XCEL ENERGY			\$13,232.98		
Paid Chk# 101512	2/5/2016	CASH - ANCHOR BANK			
G 640-10150	ATM		\$5,000.00	ATM FILL	ATM FILL
Total CASH - ANCHOR BANK			\$5,000.00		
10100 Anchor Bank			\$181,308.11		

Fund Summary

10100 Anchor Bank	
101 GENERAL FUND	\$28,593.74
233 LAKFRONT IMPROVE	\$14,625.00
437 LIBRARY/COMM.ROOM CIP	\$1,336.50
610 WATER FUND	\$5,952.69
620 SEWER FUND	\$38,741.24
640 LIQUOR	\$90,355.17
650 SOLID WASTE	\$1,353.77
670 STORMWATER	\$350.00
	<hr/>
	\$181,308.11

2/16/2016

THE FOLLOWING 2016 MUNICIPAL LICENSES
WERE APPROVED ADMINISTRATIVELY

2016 Public Swimming Pool License	
Wayzata Villa Homeowners Association, Inc.	Wayzata, MN
2016 Gas Fitters License	
Heating & Cooling Design, Inc.	Blaine, MN 55434

**2016 MUNICIPAL LICENSES
FOR CITY COUNCIL APPROVAL ON 02/16/2016**

(Recommended for approval, pending staff review for completeness of application materials.)

2016 Massage License	
Whitney Kavanaugh - Juut Salon Spa	1125 Wayzata Blvd E

**WAYZATA POLICE DEPARTMENT
ACTIVITY REPORT – JANUARY, 2016**

Suspicious

Reported: 01-31-2016 1957

Officers observed a garage door and back door of garage door open. Spoke with homeowner who was unaware that doors were open. Homeowner secured doors.

Addresses Involved

300 block of Russell Lane, Long Lake, MN 55356

Theft from Vehicle

Reported: 01-30-2016 1844

Report of a theft from vehicle. Ice fishing equipment stolen. Loss approximately \$500.

Addresses Involved

1800 block of Symes Street, Long Lake, MN 55356

Medical

Reported: 01-30-2016 1427

Report of a male who fell through the ice. Male was able to get himself out of the water. Refused medical transport. Released to the care of a family member.

Addresses Involved

400 block of Ferndale Rd W, Wayzata, MN

Controlled Substance

Reported: 01-29-2016 2357

23 year old male from Columbia Heights arrested for possession of a controlled substance.

Addresses Involved

Bushaway Rd & Wayzata E, Wayzata, MN

Names Involved

(Arrested) Bury, Steven Clifford (Age:23)

Theft of Vehicle

Reported: 01-29-2016 1021

Report of a theft of a vehicle. Loss approximately \$4900.

Addresses Involved

1800 block of Wayzata Blvd E, Wayzata, MN 55391

Damage to Property - Criminal

Reported: 01-29-2016 0801

Report of graffiti on building. Loss approximately \$1000.

Addresses Involved

300 block of Harrington Dr, Long Lake, MN 55356

Trespassing

Reported: 01-28-2016 1414

Charges pending for trespassing.

Addresses Involved

100 block of Central Ave S, Wayzata, MN 55391

Unwanted Person

Reported: 01-26-2016 1558

Report of an unwanted person. Male agreed to leave.

Addresses Involved

300 block of Margaret Cir, Wayzata, MN 55391

Forgery

Reported: 01-26-2016 0833

Report of a forged prescription.

Addresses Involved

1000 block of Wayzata Blvd E, Wayzata, MN 55391

Suspicious **Reported:** 01-26-2016 0042
Report of a loud buzzing noise in the area. Male was using a leaf blower to clear snow off sidewalk. Advised.

Addresses Involved
100 block of Lake St W, Wayzata, MN 55391

Theft **Reported:** 01-25-2016 1152
Report of an identity theft. Unknown loss.

Addresses Involved
300 block of Brown Rd N, Long Lake, MN 55356

Missing Person **Reported:** 01-25-2016 0957
Report of a missing person. Male was located and returned home.

Addresses Involved
300 block of Brown Rd N, Long Lake, MN 55356

Theft **Reported:** 01-24-2016 0813
Report of a theft of jewelry. Loss \$20,000.

Addresses Involved
1200 block of Wayzata Blvd E, Wayzata, MN 55391

Suspicious **Reported:** 01-22-2016 1242
Officer observed a suspicious vehicle parked in street. Driver was delivering appliances.

Addresses Involved
200 block of Wolf Pointe Tr, Long Lake, MN 55356

Suspicious **Reported:** 01-22-2016 1101
Report of an attempted phone scam. No loss.

Addresses Involved
1900 block of Wayzata Blvd W, Long Lake, MN 55356

Suspicious **Reported:** 01-21-2016 1033
Report of an attempted phone scam. No loss.

Addresses Involved
400 block of Willow Dr, Long Lake, MN 55356 USA

Theft **Reported:** 01-20-2016 1947
Report of an identity theft. Loss \$630.

Addresses Involved
1500 block of Wayzata Blvd W, Long Lake, MN 55356

Order Violation **Reported:** 01-20-2016 0816
Report of a violation of court order. Charges pending.

Addresses Involved
500 block of Maple Square, Wayzata, MN 55391

Domestic Assault **Reported:** 01-19-2016 2016
Report of a mother/daughter domestic. Charges pending against both parties.

Addresses Involved
600 block of Wayzata Blvd E, Wayzata, MN 55391

Theft **Reported:** 01-19-2016 1450

Report of a theft of jewelry. Loss \$15,600.

Addresses Involved

800 block of Lake St E, Wayzata, MN 55391

Theft **Reported:** 01-19-2016 1339

Report of identity theft. No known loss at this time.

Addresses Involved

500 block of Wayzata Blvd E, Wayzata, MN 55391 USA

Unwanted Person **Reported:** 01-19-2016 0848

Report of an unwanted person. Issue regarding court order. All parties were advised.

Addresses Involved

200 block of Bushaway Rd, Wayzata, MN 55391

Theft **Reported:** 01-18-2016 1335

Report of a theft of six beers. Loss \$11.

Addresses Involved

1300 block of Wayzata Blvd, Wayzata, MN 55391

Theft of Vehicle **Reported:** 01-17-2016 1049

Report of a theft of vehicle. Unfounded. Family member borrowed the vehicle.

Addresses Involved

100 block of Chicago Ave S, Wayzata, MN 55391

Domestic **Reported:** 01-17-2016 0838

Report of a verbal dispute. Situation was mediated. Male half agreed to leave for the night.

Addresses Involved

200 block of Harrington Dr, Long Lake, MN 55356

Theft of Vehicle **Reported:** 01-14-2016 2124

Report of a theft of vehicle. Unfounded. Vehicle was taken by mistake and returned.

Addresses Involved

700 block of Lake Street E, Wayzata, MN 55391 USA

Suspicious **Reported:** 01-14-2016 1122

Report of an attempted phone scam. No loss at this time.

Addresses Involved

500 block of Harrington Rd, Wayzata, MN 55391

Trespass **Reported:** 01-12-2016 1702

Male and female were issued a trespass notice and asked to leave the premises.

Addresses Involved

100 block of Central Ave S, Wayzata, MN 55391

Theft **Reported:** 01-12-2016 1207

Charges pending on an attempted theft.

Addresses Involved

1300 block of Wayzata Blvd E, Wayzata, MN 55391

Damage to Property - Criminal **Reported:** 01-12-2016 0847

Report of damage to a mailbox. Loss approximately \$50.

Addresses Involved

0 block of Creekside Dr, Long Lake, MN 55356

Domestic **Reported:** 01-11-2016 1410

Report of a domestic dispute. Situation was mediated and male half agreed to leave for the night.

Addresses Involved

400 block of Wayzata Blvd E, Wayzata, MN 55391

Suspicious **Reported:** 01-11-2016 0856

Report of fireworks being set off in the mailbox. Unknown damage/loss.

Addresses Involved

100 block of Lakeview Ave, Long Lake, MN 55356 USA

Fire **Reported:** 01-09-2016 2132

Report of smoke in the building. Juveniles set off a smoke bomb. Long Lake Fire ventilated the building.

Addresses Involved

2400 block of Industrial Blvd W, Long Lake, MN 55356

Damage to Property - Criminal **Reported:** 01-09-2016 2120

Report of damage to a mailbox. Loss approximately \$30.

Addresses Involved

1700 block of Watertown Rd, Long Lake, MN 55356

Disturbance **Reported:** 01-08-2016 2039

Report of several loud booms in the area. Juveniles were setting off fireworks and left the area prior to officer arrival.

Addresses Involved

600 block of Harmony Cir, Wayzata, MN

Theft **Reported:** 01-08-2016 1431

Report of identity theft. No loss at this time.

Addresses Involved

200 block of Manitoba Ave S, Wayzata, MN

Fire **Reported:** 01-08-2016 1313

Report of a smell of natural gas in the building. Building was checked and no gas was detected.

Addresses Involved

800 block of Lake St N, Wayzata, MN

Suspicious **Reported:** 01-08-2016 0957

Report of mailboxes found open and mail scattered on ground.

Addresses Involved

16000 block of Holdridge Road W , Wayzata, MN 55391 USA

Suspicious **Reported:** 01-07-2016 1644

Attempted scam via Craig's List and mail. No loss at this time.

Addresses Involved

600 block of Ridgeview Drive E, Wayzata, MN 55391 USA

Medical

Reported: 01-07-2016 0552

Report of one unconscious. Life saving measures were attempted but were unsuccessful.

Addresses Involved

300 block of Brown Rd, Long Lake, MN 55356

Warrant

Reported: 01-05-2016 1919

44 year old male from St. Louis Park arrested on two outstanding warrants. Male paid bail and was released with a court date.

Addresses Involved

400 block of Virginia Ave , Long Lake, MN

Names Involved

(Arrested) Englund, Derek Ray (Age:44)

Unwanted Person

Reported: 01-05-2016 1707

Report of solicitors in the area. Construction employees were dropping off letters informing neighbors of possible construction noise.

Addresses Involved

1000 block of Circle Dr E, Wayzata, MN 55391

Medical

Reported: 01-05-2016 1300

A 64 year-old Loretto man collapsed and went into full cardiac arrest. Bystanders performed CPR until police arrived. Officers continued CPR and attached an AED, shocking the man one time. The man was transported to a local hospital and is reportedly doing well.

Addresses Involved

600 block of Lake St E , Wayzata, MN 55391

Disturbance

Reported: 01-03-2016 1439

Report of a verbal dispute in the street. Both males left prior to officer arrival.

Addresses Involved

400 block of Pondridge Cir, Wayzata, MN

Missing Person

Reported: 01-02-2016 1941

Report of a missing person. Female was later located in St. Paul.

Addresses Involved

100 block of Central Ave S, Wayzata, MN 55391

Theft

Reported: 01-02-2016 1004

Report of a theft of jewelry and purses. Loss approximately \$27950.

Addresses Involved

1500 block of Stoneridge Cir, Long Lake, MN 55356

Domestic Assault

Reported: 01-01-2016 0130

Report of a domestic assault. Charges pending.

Addresses Involved

500 block of Willow Dr, Long Lake, MN 55356

TRAFFIC – JANUARY, 2016

CITATIONS	143
WRITTEN WARNINGS	14
VERBAL WARNINGS	57

Description	Jan 2016
MISSING PERSON	2
MISSING ANIMAL	1
MISSING/LOST PROPERTY	1
FOUND ANIMAL	1
FOUND PROPERTY	5
PIMV	4
PDMV	11
H & R PDMV	1
FALL/CUT	3
ANIMAL BITE	1
Other Fire/Smoke	1
FIRE ALARM	9
GAS LEAK/SMELL	1
HAZ ROAD CONDITION	3
SUICIDE ATTEMPT	1
SUICIDE THREAT	1
SUDDEN DEATH	1
OTHER MEDICAL	54
Medical Alarm	3
72 Hour Hold/Emergency Admission	1
WELFARE CHECK - ADULT	8
WELFARE CHECK - JUV	1
INFO REC'D	7
VERBAL DOMESTIC	2
CIVIL MATTER	6
Trespass Warn/Order	1
DISTURBANCE/FIGHT/LOUD PARTY/HARASSMENT	10
RECEIVE COURT ORDER/OFP	3
SUSPICION	12
OPEN DOOR/WINDOW	2
SCAM/FRAUD ATTEMPT	4
BURNING COMPL	1
MISC. JUVENILE PROBLEM	1
DRIVING/TRAFFIC COMPLAINT	25
PARKING COMPL	9
RECORD CHECKS	8

OTHER PERMITS	1
FIREARM PERMIT	5
HC SHERIFFS PERMIT TO CARRY	8
PARKING PERMIT	1
OTHER ORD VIOL (JUNK CARS, ETC)	1
SOLICITATION	1
ANIMAL COMPLAINT/CHECK	5
DOG LICENSE ISSUED	15
POLICE ESCORT/STAND-BY	1
ADULT PROTECTION ASSIST	3
FINGERPRINTS	6
ASSIST CHILD PROTECTION	3
MOTORIST ASSIST/STALL	17
PUBLIC ASSIST	15
LOCKOUT	9
BUSINESS ALARM	17
CO2 ALARM	1
HOME ALARM	13
911 HANG-UP	16
ASSIST OTHER DEPT	10
WARRANT/ATTEMPT/ARREST	2
TRAFFIC CONTROL / DIRECT ENFORCEMENT	9
CASE FOLLOW UP	2
Sex Offender/POR Info/Checks	1
DOM ASLT-MS-INFLT BODILY HARM-HANDS-AD-FAM	3
DOM ASLT-MS-INFLT BODILY HARM-HANDS-CH-FAM	1
DRUGS-UNK CAT-FG PRSCR-AMPHET-UNK CHARACTER	1
CON SUB 5-POSSESS-COCAINE-UNK	1
MS-VIOL ORDER FOR PROTECTION	1
PROP DAMAGE-GM-PUBLIC-UNK INTENT	1
PROP DAMAGE-MS-PRIVATE-OTHER INTENT	3
TRESPASS-MS-PRIVATE-UNK INTENT	1
STLN PROP-MS-CONCEAL-OTH PROP-500 OR LESS	1
THEFT-OVER 5000DLRS FE-BLDG-OTHER PROPERTY	3
THEFT-500 OR LESS MS-BLDG-OTH PROP	1
THEFT-500 OR LESS MS-MTR VEHICLE-OTH PROP	1
THEFT-UNK LVL-IDENTITY THEFT-UNK LOSS	3
THEFT-GM-IDENTITY THEFT-501-2500	1
VEH-MORE THAN 2500-FE-THEFT-TRUCK-BUS	1

2013	2014	2015	2016 Jan
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BUILDING CONSTRUCTION

NUMBER OF BLDG. PERMITS	180	197	259	17
PROJECT VALUE	\$86,541,995.07	\$71,316,194.31	\$50,380,054.75	\$2,332,855.17
BUILDING PERMIT FEE	\$450,148.65	\$398,821.84	\$329,932.64	\$17,071.25
PLAN CHECK FEE	\$263,643.54	\$239,736.80	\$181,911.71	\$10,845.70

EXTERIOR REPAIR

NUMBER OF PERMITS	54	69	98	0
PROJECT VALUE	\$803,851.01	\$868,852.35	\$1,566,840.36	\$0.00
PERMIT FEE	\$12,737.00	\$15,457.53	\$24,942.50	\$ -

MECHANICAL

NUMBER OF PERMITS	154	213	228	10
PROJECT VALUE	\$4,245,740.00	\$6,434,508.61	\$3,391,980.96	70,920.70
PERMIT FEE	\$70,487.99	\$108,666.50	\$62,881.44	1,418.42

PLUMBING

NUMBER OF PERMITS	166	193	240	15
PROJECT VALUE	\$1,041,197.50	\$4,316,761.00	\$1,895,967.76	\$81,130.00
PERMIT FEE	\$21,005.93	\$75,280.16	\$38,015.46	\$1,687.60

TOTAL # OF PERMITS	554	672	825	42
TOTAL INCOME	\$818,023.11	\$837,962.83	\$637,683.75	\$31,022.97

NUMBER OF INSPECTIONS

BUILDING	657	1081	1087	50
EXTERIOR	75	88	150	1
HVAC	330	491	466	30
PLUMBING	299	414	508	25
OTHER	33	4	5	0
TOTAL # OF INSPECTIONS	1394	2078	2216	106

February 4, 2016

Becky Malone
Deputy City Clerk
City of Wayzata
600 Rice St. East
Wayzata, MN 55391

Dear Becky:

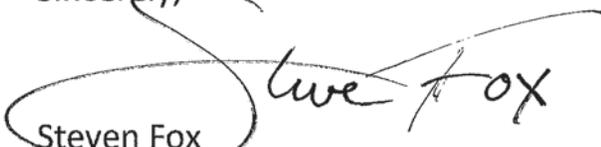
With regrets, I submit my resignation from the Communications Advisory Board for the City of Wayzata.

It has been a very rewarding and instructive experience participating on this board for the last eight years and serving with fellow citizens who share a common desire to see our city prosper and evolve as one of the premier communities in the Twin Cities area.

Whenever a new chair is appointed, I will be eager to share my notes and files to help he/she get quickly up to speed.

Again, it has been a pleasure to serve the City of Wayzata.

Sincerely,

A handwritten signature in black ink that reads "Steven Fox". The signature is written in a cursive style with a large, looping initial "S".
Steven Fox

702 Widsten Circle
Wayzata, MN 55391

4th Quarter Report

City of Wayzata
Wayzata, Minnesota

As of December 31, 2015



AEM Financial Solutions™

People
+ Process®
Going
Beyond the
Numbers



February 9, 2016

ACCOUNTANT'S COMPILATION REPORT

Honorable Mayor and City Council
City of Wayzata
Wayzata, Minnesota

We have compiled the accompanying statement of revenues and expenditures for the General Fund of the City of Wayzata as of December 31, 2015, for the quarter then ended. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with accounting principles generally accepted in the United States of America.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

Management has elected to omit substantially all of the disclosures and the statement of cash flows required by accounting principles generally accepted in the United States of America. If the omitted disclosures and the statement of cash flows were included in the financial statements, they might influence the user's conclusions about the City's financial position, results of operations, and cash flows. Accordingly, the financial statements are not designed for those who are not informed about such matters.

Sincerely,

AEM FINANCIAL SOLUTIONS, LLC



AEM Financial Solutions™

February 9, 2016

Honorable Mayor and City Council
City of Wayzata
Wayzata, Minnesota

Dear Honorable Mayor and City Council:

We have reviewed all bank account reconciliations through December 31, 2015 and reviewed activity in all funds. A summary of our observations are listed below. All information presented is unaudited.

- General fund budget performance - Attachment A is a summary of the budget and actual for the fourth quarter. These results do not indicate any items of surprise and most variances are either expected based on timing or favorable.
- Cash balances for all funds are summarized on Attachment B. The City has \$19.3 million in cash. All funds have a positive cash balance and the City has sufficient liquidity, based on demand deposit balances and expected investment maturities, to fund operations in the near term.
- Attachment C is a summary of the cash and investment balances. As indicated, about one-third of the City's funds have current maturities and the weighted average rate of return is approximately 1.15 percent and this is slightly below the three-year treasury yield.
- Attachment D is a summary of the operations of the Liquor fund with a presentation of key operating results in a scorecard format.

Other items

Excess fund balance transfer

The City fund balance policy authorizes transferring amounts deemed excess reserves in the General and Licensing Funds to certain capital funds. This fund balance policy identified the intended funds and process to transfer the excess reserves. Additionally, cash has been evaluated within the Municipal Liquor fund and had been determined to have cash available. The 2015 proposed transfers are as follows:

	2015 Transfer Calculation	2014 Transfer Calculation	2013 Transfer Calculation
General fund			
2016 General fund budget	\$ 5,729,004	\$ 5,500,610	\$ 5,221,920
40% Reserve Target based on 2016 budgeted expenditures	2,291,602	2,227,747	2,088,768
Determine fund balance net of fund 238 (insurance reserve).	2,845,630	3,222,823	2,910,059
Transfer available	\$ 554,028	\$ 995,076	\$ 821,291
Licensing			
Operating expense	\$ 315,002	\$ 272,212	\$ 255,563
Transfers out	50,000	-	50,000
	365,002	272,212	305,563
Working capital target percentage	25%	8%	25%
Working capital needed	91,251	22,684	76,391
Current working capital (current assets less current liabilities)	134,349	218,748	206,648
Transfer available	43,098	196,064	130,257
Liquor			
Operating disbursements (suppliers & employees)	4,873,245	4,916,643	
1 month operating expense reserve target percentage	8%	8%	
	406,104	409,720	
Transfers out	30,000		
Current debt (including interfund loan)			
Next year's bonds (p&i)	229,130	227,130	
Next year's interfund (p&i)	46,605		
Current identified capital improvements	78,800	53,815	
Working capital target	790,639	690,665	
Cash available	1,107,072	965,665	
Transfer available	316,433	275,000	
Total excess transfer available	913,559	1,466,140	951,548

The scenario modeled below assumes the excess reserves are allocated based on the projected average CIP expenditures over the next five years. This is consistent with the prior year practice.

Fund	2015 total excess transfer to allocate	2014 total excess transfer approved	2013 total excess transfer approved
233 Lakefront		\$ 327,000.00	\$ 200,000.00
404 Parks and Trails		240,000.00	200,000.00
407 Cell Tower		129,140.00	-
408 General CIP		385,000.00	475,505.00
409 Equipment		-	36,000.00
430 Streets		312,000.00	40,000.00
Total	\$ 913,559.00	\$ 1,393,140.00	\$ 951,505.00
	Portion paid down interfund loan	Portion paid down interfund loan	Portion paid down interfund loan
233 Lakefront	\$ -	\$ 73,000.00	\$ -
630 Licensing	-	73,000.00	-
	\$ -	\$ 146,000.00	\$ -

The 2015 excess should be allocated by City Council. Previous year amounts were determined based on council priorities. One of the factors used previously was the amount of planned future CIP. The table below shows the projected cash balances without any excess transfer in the four CIP funds previously considered.

Fund	Cash Balance 12/31/15	Next 5 Year Projected Cash Receipts	Next 5 Year Projected Disbursements	Projected Cash 12/31/2020
Lakefront	\$ 836,983	\$ 1,050,036	\$ 1,014,436	\$ 872,583
Parks and Trails	949,469	454,066	1,035,106	368,429
General CIP	1,675,900	1,315,931	2,170,360	821,471
Streets	1,669,680	2,802,716	4,216,472	255,924
	\$ 5,132,032	\$ 5,622,749	\$ 8,436,374	\$ 2,318,407

There is \$253,000 remaining to be paid on the inter-fund loan originally set up to finance the Liquor building project. We recommend that Council discuss and then approve the amount of excess fund balance transfer and the specific funds.

Cell Tower Relocation

On January 11, AEM participated in a conference call to discuss the cell tower relocation project. After this meeting were asked to review the financing options. Upon subsequent discussion with Ehler's, the City's bond counsel, and their discussion with their bond attorney, it was determined this project cannot be bonded under state statues as currently planned. The costs are legal and acceptable but the project can't be debt financed. As a result the City would need to internally finance the project. At December 31, 2015 the Cell Tower Fund has approximately \$250,000 in cash. It is possible that other funds could be used to temporarily finance the costs over the next 3-5 years. The City is also in the process of negotiating leases with the lessees and expects the costs to move the tower to be a component of the new rents.

Ramp Financing

Throughout 2015, the Council considered the financing of the Ramp project. During that time the City was presented with analysis that identified how and where the City contribution of \$1,680,000 would be determined. We have reviewed that analysis and updated it as shown below:

Fund	Original Amounts Communicated to Council	Cash Balance 12/31/2015	Notes
Existing TIF	\$ 800,000	783,943	Cash balance will be adequate in 2016
Housing	350,000	285,201	Shortfall due to TIF payback to county on value adjustment. Make up difference with excess transfer
Water	300,000	3,864,558	Cash balance in 2020 would be \$1 Million
Bay Center Admin	50,000	389,636	Will be adequate in 2016
Stormwater	100,000	444,333	Original amount did not consider CIP projects added. Recommend allocating part of excess transfer.
General CIP	<u>80,000</u>	1,675,900	Cash balance in 2020 would be approx \$800k
Total	<u>\$ 1,680,000</u>		

As described in the notes, the original analysis holds true except for a portion in the Housing fund and the Stormwater fund amount. These changes resulted from information obtained after the original analysis was prepared. In total, additional funds totaling about \$170,000 would be needed to arrive at the required City share of \$1,680,000. The best place to obtain the \$170,000 would be from the planned excess transfer described above.

* * * * *

This information is unaudited and is intended solely for the information and use of management and City Council and is not intended and should not be used by anyone other than these specified parties.

If you have any questions or wish to discuss any of the items contained in this letter, please feel free to contact us at your convenience. We wish to thank you for the continued opportunity to be of service and for the courtesy and cooperation extended to us by your staff.

Sincerely,

AEM FINANCIAL SOLUTIONS, LLC

CITY OF WAYZATA, MINNESOTA
STATEMENT OF REVENUES AND EXPENDITURES -
BUDGET AND ACTUAL - GENERAL FUND (UNAUDITED)
FOR THE YEAR ENDED DECEMBER 31, 2015

ATTACHMENT A

	Annual Budget	Actual Through December	Variance - Favorable (Unfavorable)	Percent Received or Expended Based on Budget Through December	* Indicator - Revenue > 98% positive Expense < 102% positive
REVENUES					
Taxes	\$ 4,008,983	\$ 3,919,715	\$ (89,268) (1)	97.77 %	↓
Licenses and permits	382,800	658,156	275,356 (2)	171.93	↑
Intergovernmental	143,000	193,932	50,932 (3)	135.62	↑
Charges for services	710,327	827,083	116,756 (4)	116.44	↑
Fines and forfeitures	65,500	89,360	23,860	136.43	↑
Interest	22,000	22,307	307	101.40	↑
Miscellaneous	3,000	67,444	64,444 (5)	2,248.13	↑
TOTAL REVENUES	5,335,610	5,777,997	442,387	108.29	
EXPENDITURES					
Mayor and City Council	45,036	46,946	(1,910)	104.24	→
Administrative and finance	706,734	806,709	(99,975) (6)	114.15	↓
Assessing	52,500	56,442	(3,942)	107.51	↓
Planning and zoning	114,485	148,575	(34,090) (7)	129.78	↓
General government buildings	182,515	160,440	22,075	87.91	↑
Police protection	1,501,989	1,510,101	(8,112)	100.54	↑
Fire protection	323,249	300,609	22,640	93.00	↑
Building inspections	231,429	249,531	(18,102)	107.82	↓
Emergency management	5,350	5,186	164	96.93	↑
Health inspections	32,000	30,877	1,123	-	↑
Streets	508,532	471,686	36,846 (8)	92.75	↑
Street lighting	69,000	70,086	(1,086)	101.57	↑
Engineering	172,328	163,071	9,257	94.63	↑
Parks, recreation and forestry	424,458	396,086	28,372 (9)	93.32	↑
Unallocated	354,500	170,215	184,285 (10)	48.02	↑
Capital outlay	6,000	1,556	4,444	25.93	↑
TOTAL EXPENDITURES	4,730,105	4,588,116	141,989	97.00	
EXCESS (DEFICIENCY)					
OF REVENUES OVER (UNDER) EXPENDITURES	605,505	1,189,881	584,376	196.51 %	
OTHER FINANCING SOURCES					
Transfers in	165,000	165,000	-	100.00	
Operating transfers out	(770,505)	(770,505)	-	100.00	
TOTAL OTHER FINANCING SOURCES (USES)	(605,505)	(605,505)	-	-	
EXCESS (DEFICIENCY)					
OF REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES	\$ -	\$ 584,376	\$ 584,376	N/A %	

Item Scope for explanation: \$25,000 variance and percentage variance of greater than 10%.

- (1) Hennepin Co. adjustment to delinquent tax revenue (approx. \$72,000) as part of December tax settlement.
- (2) Positive variance due to Baycenter development activity; approx. \$245,000 favorable variance for building-related permits.
- (3) Positive variance due to the City receiving approx. \$45,000 more in Police and Fire state aid than budgeted; revenues budgeted conservatively.
- (4) Positive variance due to increase in plan check fees. Percentage variance to budget for account is consistent with that for building-related permits.
- (5) Positive variance due to the City selling the fire department 1989 Ford F350 pickup as well as insurance reimbursement received from LMCIT.
- (6) Negative variance due to legal fees (approx. \$60,000 more than budgeted) and dues, licensing, & seminars.
- (7) Negative variance due to increased development activity as noted above.
- (8) Small positive variances in numerous small accounts including motor fuels, repairs & maintenance, sand & gravel, etc.
- (9) Positive variance in FT employee salaries & benefits of approx. \$25,000.
- (10) Positive variance in LMCIT insurance expense (approx. \$55,000) and \$135,000 in unexpended "contingency" expense.

* For revenues, arrow indicators compare budget to actual as follows: Green - >100%; Yellow - between 98% & 100%; Red - <98%.
For expenses, arrow indicators compare budget to actual as follows: Green - <102%; Yellow - between 102% & 105%; Red - >105%.

CITY OF WAYZATA, MINNESOTA
 UNAUDITED CASH BALANCES BY FUND
 DECEMBER 31, 2014 AND DECEMBER 31, 2015

ATTACHMENT B

Fund		Balance 12/31/14	Balance 12/31/15	YTD Change from 12/31/14	Reserve level
General					
101	General	\$ 2,277,860	\$ 3,125,294	\$ 847,434 (1)	●
Special Revenue					
232	Cemetery	45,509	47,468	1,959	●
235	Cable TV	51,294	45,890	(5,404)	●
236	Drug/DWI Forfeiture	3,354	19,522	16,168	●
237	Fire Relief / Pulltabs	91,117	53,928	(37,189)	●
239	Comp Plan - Land Use	103,310	120,614	17,304	●
Debt Service					
310	Superior/Lake Realignment (2010A)	151,828	200,245	48,417	●
311	Street Reconstruction 2009A	15,505	17,169	1,664	●
315	Big Woods	173,016	180,939	7,923	●
Capital Projects					
233	Lakefront Improvements	999,287	836,983	(162,304) (2)	●
401	Permanent Improvement	284,321	62,433	(221,888) (3)	●
404	Park and Trail CIP	1,097,009	949,462	(147,547) (2)	●
407	Cell Tower	129,140	275,166	146,026 (4)	●
408	General Fund CIF	1,632,433	1,675,900	43,467	●
409	Equipment Revolving	1,464,071	1,613,481	149,410 (5)	●
430	Street CIP	2,334,327	1,669,680	(664,647) (6)	●
437	Library/Community Room CIP	423,134	431,426	8,292	●
Enterprise					
610	Water	4,158,092	3,864,558	(293,534) (7)	●
620	Sewer	1,196,867	751,187	(445,680) (7)	●
630	Motor Vehicle	22,184	159,263	137,079 (8)	●
640	Liquor	680,607	1,107,072	426,465 (9)	●
650	Solid Waste	240,155	229,189	(10,966)	●
670	Stormwater	659,011	444,333	(214,678) (10)	●
HRA					
314	Widsten Tax Increment	680,318	783,943	103,625 (11)	●
316	Baycenter	-	389,636	389,636 (12)	●
440	Housing	347,823	285,201	(62,622)	●
Total		<u>\$ 19,261,572</u>	<u>\$ 19,339,982</u>	<u>\$ 78,410</u>	

Item Explanation of changes greater than \$50,000.

- (1) See Attachment A for detail of fund activity.
- (2) Decrease due to expenditures in excess of revenues; no significant unexpected expenditures noted.
- (3) Decrease due to expenditures for the downtown parking project in excess of revenues.
- (4) Increase due to water tower rental fees received in excess of expenditures.
- (5) Increase due to revenues and operating transfers received in excess of expenditures for equipment.
- (6) Decrease due to expenditures for street project expenditures in excess of revenues and operating transfers in.
- (7) Decrease due to expenses in excess of utility sales and connections fees received.
- (8) Increase due to motor vehicle and passport processing fees received in excess of expenses.
- (9) Increase due to liquor store and bar and grill revenues in excess of expenses.
- (10) Decrease due to expenditures and operating transfers received in excess of revenues.
- (11) Increase due to first half of tax increment received but annual debt payment is not made until November.
- (12) Increase due to increment being received on this TIF district for the first time.

* Green (red) indicates favorable (unfavorable) YTD change from 12/31/14 balance in excess of 10%.
 Yellow indicates anything between the green and red ranges.

CITY OF WAYZATA
INVESTMENT SCHEDULE
FOR THE MONTH ENDED DECEMBER 31, 2015

Institution	Description	Rate	Maturity Date	11/30/2015	Deposits	Expenditures	Transfers	Interest	Market Value Adjustment	12/31/2015
Anchor	General	0.03%	Current	\$ 101,650.74	\$ 7,521,543.02	\$ (7,522,288.41)		\$ 2.54	\$	\$ 100,907.89
Anchor	Payroll	0.03%	Current	-	511,623.08	(511,623.08)		-		-
Anchor	Motor Vehicle	0.03%	Current	388,911.01	2,423,134.49	(2,566,528.86)		6.99		245,523.63
Anchor	City Hall Credit Card	0.03%	Current	704.95	20,963.38	(15,255.16)		0.18		6,413.35
Anchor	Bar and Grill	0.03%	Current	33,667.53	178,938.97	(204,105.96)		0.73		8,501.27
Anchor	Wine and Spirits	0.03%	Current	15,057.04	200,844.40	(208,665.36)		0.71		7,236.79
Wells Fargo	Liquor Credit Card Account	0.00%	Current	133,743.53	112,202.73	(177,185.88)		-		68,760.38
Anchor	Sweep	0.50%	Current	3,004,091.65	4,751,536.59	(2,772,796.10)		1,232.51		4,984,064.65
Petty Cash/ATM	Liquor ATM	N/A	Current	4,078.00			(300.00)			3,778.00
Petty Cash/ATM	Petty Cash	N/A	Current	830.00						830.00
Petty Cash/ATM	Change Fund	N/A	Current	4,700.00			(600.00)			4,100.00
4 M	4MP General Account	0.05%	Current	3,262.38						3,262.38
4 M	4M General Account	0.02%	Current	1,502.29						1,502.29
Morgan Stanley	Capital Bank - Miami FL	0.50%	04/28/16	248,230.64				(243.04)		247,987.60
Morgan Stanley	bmw, Salt Lake City, UT	1.00%	05/16/17	248,835.76				(885.36)		247,950.40
Morgan Stanley	Ally BK - Midvale, UT	1.10%	06/19/17	248,637.36				(922.56)		247,714.80
Morgan Stanley	First Business - Madison WI	0.95%	07/20/17	249,031.68				1,367.74		248,032.24
Morgan Stanley	State Bank of India - IL	1.55%	07/25/17	251,474.48				(1,150.72)		250,323.76
Morgan Stanley	American Express Centurion	1.70%	07/26/17	249,845.44				(1,109.03)		248,736.41
Morgan Stanley	Sallie Mae Bank - UT	1.15%	11/06/17	248,133.92				(1,118.48)		247,015.44
Morgan Stanley	BMO Harris - Chicago IL	1.27%	11/20/17	248,027.28				(1,135.84)		246,891.44
Morgan Stanley	Capital One Bank - VA	1.25%	01/22/18	247,878.48				(1,242.48)		246,636.00
Morgan Stanley	GE Capital Bank - SLC UT	2.00%	07/20/18	250,137.37				(1,433.07)		248,704.30
Morgan Stanley	GE Capital Bank - Draper UT	2.00%	07/20/18	249,183.48				(1,395.55)		247,787.93
Morgan Stanley	Third Federal - Cleveland OH	1.45%	11/28/18	246,571.52				(1,455.76)		245,115.76
Morgan Stanley	BankUnited - Miami Lakes FL	1.30%	11/30/18	247,997.52				(1,507.84)		246,489.68
Morgan Stanley	DiscoverBK, Greenwood DE	1.80%	06/17/19	245,041.29				2,229.09		243,672.91
Morgan Stanley	Carroll Cnty - MO	1.80%	12/24/19	247,533.39				368.38		245,914.89
Morgan Stanley	Wells Fargo - Sioux Falls SD	1.35%	05/26/21	244,039.60						242,721.50
Morgan Stanley	FHLMC Bond Step-Up	1.00%	05/13/20	499,980.00						499,770.00
Morgan Stanley	FHLB Bond Step-Up	1.50%	06/16/21	500,145.00				3,750.00		500,580.00
Morgan Stanley	Western Asset Institutional Gov	0.10%	Current	25,820.10			7,715.46	0.25		33,535.56
UBS	UBS Select Prime Institutional Fund	0.04%	Current	804,005.16			212,884.63	35.52		1,016,889.79
UBS	Bank of China	0.50%	01/22/16	240,100.80					(100.80)	240,000.00
UBS	Comenity Bank	0.55%	01/28/16	199,560.00				90.41		199,560.00
UBS	S&T Bank Ind - PA	0.50%	06/17/16	240,228.00				(326.40)		239,901.60
UBS	EverBank - FL	0.55%	06/17/16	240,228.00				(328.80)		239,899.20
UBS	Pacific Premier - CA	0.50%	08/17/16	240,120.00				98.63		239,666.40
UBS	People's United Bank - CT	0.85%	09/19/16	240,693.60				(580.80)		240,112.80
UBS	Investor's Bank - NJ	0.80%	09/29/16	240,456.00				(564.00)		239,892.00
UBS	CIT Bank Salt Lake City - UT	1.45%	07/31/17	240,225.60				(91.20)		240,134.40
UBS	Medallion Bank - UT	1.10%	08/03/17	240,019.20				216.99		239,088.00
UBS	BMW Bank of NA - UT	1.40%	08/09/17	242,179.20				(1,063.20)		241,116.00
UBS	FirstBank PR	1.30%	09/11/17	230,485.30				245.75		229,510.10
UBS	Key Bank PR - OH	1.10%	11/13/17	245,127.40				(1,117.20)		244,010.20
UBS	American Express - UT	1.70%	07/16/18	244,933.85				(1,293.60)		243,640.25
UBS	Compass Bank Birmingham - AL	1.75%	08/14/18	242,520.00				(1,411.20)		241,108.80
UBS	Luana Savings Bank - IA	1.25%	05/06/19	245,553.70				(1,457.75)		244,095.95
UBS	HSCB Bank - DE	1.25%	03/30/20	239,080.80				(1,008.00)		238,072.80
UBS	Capital One NA - VA	2.15%	11/04/20	245,196.00				(1,526.35)		243,669.65
UBS	Goldman Sachs Bank - NY	2.35%	06/17/21	238,156.80				(1,298.40)		236,858.40
UBS	Straford Ct	3.42%	08/15/19	316,068.00			780,000.00	(2,550.00)		315,813.00
UBS	Sacramento - CA	2.65%	12/01/19	-				12,246.00		792,246.00
UBS	Montgomery, AL	2.15%	04/01/20	393,144.00				(980.00)		392,164.00
UBS	FHLB Bond Step-Up	1.25%	05/18/18	1,000,610.00				5,625.00		1,000,130.00
UBS	FHLB Bond Step-Up	1.25%	12/11/20	900,207.00				(480.00)		901,215.00
UBS	ENMA Bond Step-Up	2.25%	10/17/22	489,620.00				4,790.00		494,410.00
Total cash and investments										
				\$ 17,887,441.84	\$ 15,720,786.66	\$ (15,978,448.81)	\$ (299.91)	\$ 22,474.15	\$ (17,087.85)	\$ 19,613,665.59

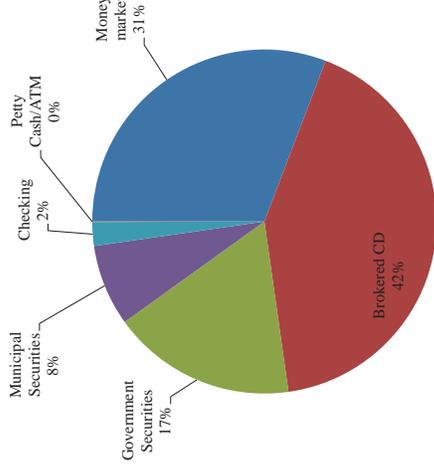
CITY OF WAYZATA
SUMMARY OF KEY INVESTMENT METRICS
FOR THE MONTH ENDED DECEMBER 31, 2015

Checking	\$ 5,421,407.96
DIT	145,172.21
Outstanding	(414,191.20)
AP	-
Total Reconciled	\$ 5,152,388.97
Per BDS	\$ 5,152,848.97
Collateral Cover	
Anchor Bank	\$ 10,437,245.00
Sufficient	yes
Collateral Cover	
Wells Fargo	\$ -
Sufficient	yes
CL Difference	\$ (460.00)

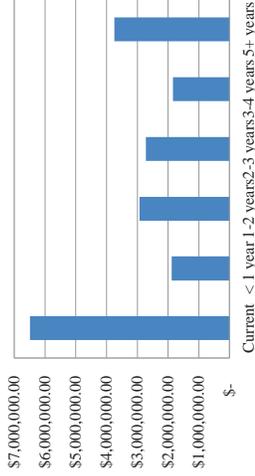
Investments	\$ 14,183,549.63
Per BDS	\$ 14,184,740.02
Difference	(1,190.39)
Per cash/ATM	\$ 8,708.00
Per BDS	\$ 8,708.00
Difference	-

Maturity	Amount
Current	\$ 6,485,305.98
< 1 year	1,887,019.60
1-2 years	2,930,523.19
2-3 years	2,719,612.72
3-4 years	1,841,742.75
5+ years	3,749,461.35
	\$ 19,613,665.59

Investments



Scheduled Maturities



	Weighted average rate of return	12/31/2015	11/30/2015
Money market	3,838,681.58	4,751,536.59	(2,772,796.10)
Brokered CD	8,265,463.46	-	-
Government Securi	4,390,742.00	-	(1,000,000.00)
Municipal Securitie	709,212.00	-	780,000.00
Checking	673,734.80	10,969,250.07	(11,205,652.71)
Petty Cash/ATM	9,608.00	-	(900.00)
		17,887,441.84	15,720,786.66
		(13,978,448.81)	(299.91)
		22,474.15	19,613,665.59

City of Wayzata - WBG Scorecard - Thru 12/31/15		Total Thru 12/31/15													
Measurable	Year	Budget Goal	January	February	March	April	May	June	July	August	September	October	November	December	Total Thru 12/31/15
Sales	2015	\$ 3,119,200	\$ 236,664	\$ 210,699	\$ 246,211	\$ 242,227	\$ 272,103	\$ 262,171	\$ 272,931	\$ 271,430	\$ 283,329	\$ 233,117	\$ 213,365	\$ 234,404	\$ 2,978,651
Sales	2014		215,116	214,609	270,255	263,671	305,812	299,253	300,542	278,640	276,376	256,229	231,299	250,949	3,162,750
Gross profit	2015	2,096,075	156,449	140,288	166,029	160,696	185,809	180,576	181,654	185,586	205,605	152,307	147,221	164,570	2,026,789
Gross profit %	2015	67%	67.3%	67.4%	68.2%	67.1%	69.0%	69.7%	67.2%	69.1%	73.3%	66.1%	69.8%	70.9%	68.0%
Gross profit %	2014		67.1%	68.2%	68.7%	68.3%	69.3%	68.5%	68.2%	68.1%	68.5%	67.1%	67.6%	68.8%	67.5%
Personnel costs	2015	1,282,366	95,464	91,313	92,845	100,389	101,841	117,342	108,121	100,231	104,080	87,762	86,728	93,596	1,179,712
Personnel costs	2014		87,637	87,172	89,152	97,813	88,463	94,789	103,018	95,092	95,004	99,158	90,146	102,890	1,130,334
Personnel as % of sales	2015	41%	40.34%	43.34%	37.71%	41.44%	37.43%	44.76%	39.61%	36.93%	36.73%	37.65%	40.65%	39.93%	39.61%
Personnel as % of sales	2014		40.74%	40.62%	32.99%	37.10%	28.93%	31.68%	34.28%	34.13%	34.37%	38.70%	38.97%	41.00%	35.74%
Operating exp	2015	479,772	29,623	44,946	30,965	42,652	29,934	34,412	39,804	31,088	42,422	42,958	29,862	32,217	430,881
Operating exp	2014		34,954	27,376	37,754	35,958	34,221	33,892	41,719	41,156	33,545	38,414	32,839	46,869	438,698
Operating as % of sales	2015	15%	12.52%	21.35%	12.58%	17.61%	11.00%	13.13%	14.58%	11.45%	14.97%	18.43%	14.00%	13.74%	14.47%
Operating as % of sales	2014		16.25%	12.76%	13.97%	13.64%	11.19%	11.33%	13.88%	14.77%	12.14%	14.20%	14.20%	18.68%	13.87%
Net income before transfers	2015	346,972	32,396	5,470	43,116	18,889	54,899	29,868	34,798	56,228	60,078	22,478	31,520	39,640	429,380
Net income before transfers	2014		19,597	31,324	56,056	43,923	86,477	74,029	57,311	50,681	57,055	31,814	30,914	19,758	558,938
Net income %	2015	11.12%	13.69%	2.60%	17.51%	7.80%	20.18%	11.39%	12.75%	20.72%	21.20%	9.64%	14.77%	16.91%	14.42%
Net income %	2014		9.11%	14.60%	20.74%	16.66%	28.28%	24.74%	19.07%	18.19%	20.64%	12.42%	13.37%	7.87%	17.67%
Guest check ave.	2015														
Guest check ave.	2014														

4th Quarter Notes

- 1) Operating costs have stabilized in the high 13% region. This should be where we finish most months moving forward.
- 2) Net income was down in Oct., but bounced back strong in Nov. and Dec. We are looking for consistent 15% moving forward.
- 3) New menu was pushed back due to recipe and execution concerns. They have been addressed and the new menu is back on track.
- 4) Personnel costs are high, but have fallen in line with acceptable parameters in spite of minimum raise increase.
- 5) Gross sales continue to drag, but have rebounded to a small degree from earlier in the year.
- 6) The main key focus areas are execution of the new business plan, new menu and new training program.

Measurable	Year	Budget Goal	City of Wayzata - WWS Scorecard - Thru 12/31/15												Total thru 12/31/15
			January	February	March	April	May	June	July	August	September	October	November	December	
Sales	2015	2,559,400	\$ 155,877	\$ 168,320	\$ 152,052	\$ 176,675	\$ 227,533	\$ 235,580	\$ 278,318	\$ 251,953	\$ 223,065	\$ 229,345	\$ 226,636	\$ 308,769	\$ 2,634,124
Sales	2014		158,414	157,707	159,925	173,086	226,613	227,013	246,584	234,362	192,477	194,400	207,898	274,002	2,452,482
Gross profit	2015	707,900	41,220	45,374	24,862	46,314	56,359	59,658	77,752	62,370	49,076	57,562	55,825	73,333	649,704
Gross profit %	2015	28%	26.44%	26.90%	16.35%	26.21%	24.77%	25.32%	27.94%	24.75%	22.00%	25.10%	24.63%	23.75%	24.66%
Gross profit %	2014		26.3%	26.6%	24.5%	26.5%	25.8%	27.3%	27.8%	28.3%	29.0%	29.4%	27.7%	28.8%	27.46%
Personnel costs	2015	313,067	27,434	27,379	25,616	25,856	25,798	27,612	26,649	22,189	22,915	37,107	17,333	19,141	305,029
Personnel costs	2014		21,606	20,860	19,204	23,306	21,800	22,278	22,265	28,741	18,434	20,576	21,319	20,887	261,275
Personnel as % of sales	2015	12.23%	17.60%	16.27%	14.63%	11.34%	11.72%	11.72%	9.58%	8.81%	10.27%	16.18%	7.65%	6.20%	11.58%
Personnel as % of sales	2014		13.64%	13.23%	12.01%	13.46%	9.62%	9.81%	9.03%	12.26%	9.58%	10.58%	10.25%	9.58%	10.65%
Operating exp as % of sales	2015	8.48%	14.08%	5.97%	8.96%	7.47%	4.38%	5.53%	6.97%	4.38%	6.22%	5.24%	4.64%	5.58%	1.73%
Operating exp as % of sales	2014		7.77%	6.39%	11.48%	8.52%	6.78%	8.29%	9.85%	7.85%	6.19%	5.22%	7.22%	9.01%	1.67%
Liquor turnover	2015		3.75	3.79	3.80	3.22	3.50	3.69	3.98	4.08	4.17	4.11	4.13	4.37	3.88
Wine turnover	2015		3.73	3.72	3.67	2.91	3.19	3.35	3.61	3.73	3.86	4.00	4.09	4.24	3.68
Beer turnover	2015		11.43	11.32	11.38	8.33	8.94	9.46	9.96	10.44	10.63	10.86	11.14	11.42	10.44
Misc	2015		5.41	5.51	5.59	3.81	4.30	4.55	4.84	4.87	5.06	5.56	5.47	5.44	5.04
Total Inventory Turn	2015	6.3	4.5	4.5	4.5	3.5	3.9	4.1	4.4	4.5	4.7	4.7	4.8	5.0	4.4
Total Inventory Turn	2014		3.6	3.6	3.8	3.8	4.0	4.1	4.3	4.5	4.5	4.9	5.6	6.3	4.3
Net income b4 transfers	2015	180,262	(9,207)	6,907	(15,417)	6,211	19,552	17,965	30,652	28,095	11,243	7,386	26,946	35,923	166,258
Net income b4 transfers	2014		6,690	9,764	474	10,238	20,252	19,741	20,932	18,051	24,227	25,251	20,257	32,152	208,029
Net income %	2015	7.04%	-5.91%	4.10%	-10.14%	3.52%	8.59%	7.63%	11.01%	11.15%	5.04%	3.22%	11.89%	11.63%	6.31%
Net income %	2014		4.22%	6.19%	0.30%	5.91%	8.94%	8.70%	8.49%	7.70%	12.99%	12.99%	9.74%	11.73%	8.48%
Average ticket amount	2015		\$29.76	\$32.88	\$28.67	\$30.70	\$33.61	\$33.01	\$34.49	\$33.44	\$33.78	\$33.15	\$35.44	\$38.88	\$33.15
Average ticket amount	2014		\$30.39	\$30.79	\$29.36	\$29.59	\$31.07	\$32.07	\$31.00	\$31.27	\$29.88	\$31.39	\$34.85	\$39.86	\$31.79
Customer counts	2015		5421	5263	5512	5925	6938	7251	8181	7673	6746	7006	6513	8004	6703
Customer counts	2014		5434	5295	5686	6064	7495	7272	8094	7693	6641	6387	6132	7168	6615

All goals are based on budget except Inventory turn which is based on municipal industry target.

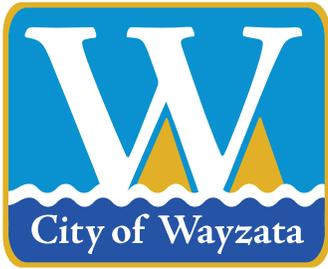
2015

Q4 Notes:

1. First direct mailer/coupon mailed to 18,000 homes, trackable detailed reporting with good customer traffic results.
2. Gross profit figures continue down as a result of closing out aged inventory, wine and spirits, a continuing project.
3. Personnel costs are higher due to store manager resigning, and hiring of a new GM.
4. Change of store structure, high turnover, and new shift managers is in place
5. Transaction counts are showing monthly improvement with an increase of over 800 in December alone. New metric added 2015
6. Average transaction is showing improvement, with bulk of sales increase from wine sales. New metric added 2015
7. Inventory turns target, and profit % target are being evaluated by reevaluating industry standards.

YTD Notes:

1. Implementation of staff education program for wine and spirits conducted online and reviewed by GM
2. New/Updated store employee handbook is underway with outlined education, quality of customer service standards
3. Average transaction up 4.5% (or +\$1.52 per transaction) over 2014
4. Gross profit % down due to focusing on aggressive wine features, closing out old inventory
5. Net income down due to high personnel costs, resignation of assistant manager. Position not currently being filled
6. Now open until 9pm Monday - Thursday, no change to Friday and Saturday hours, based on customer traffic results. Staying open an hour later Monday - Wednesday, but closing earlier on Thursday (was 10pm, which was too late) Transaction count reports support this change.
7. Continued focus on wine selection, craft beer, for expansion, and tightening up the spirits skus only focusing on growing category of scotch, bourbon.



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

Mayor:
Ken Willcox

City Council:
Bridget Anderson
Johanna McCarthy
Andrew Mullin
Steven Tyacke

**Interim City
Manager:**
Doug Reeder

DATE: February 16, 2016
TO: Mayor Willcox and Councilmembers
FROM: Doug Reeder, Interim City Manager
SUBJECT: Mediacom Cable Update

When the Cable franchise was discussed and entered into in July of 2015 Mediacom had agreed that they would return to the City Council to report on the progress they had made on improving customer service.

The standards included in the franchise for service are the following.

1. Standard installations will be performed within 7 days
2. Mediacom will begin working on service interruptions promptly and in no event later than 24 hours.
3. The appointment window will be specific or at a maximum, a four hour time block.
4. Appointments may not be cancelled after business hours on the day before the appointment.
5. If Mediacom is running late for an appointment the customer will be contacted and the appointment rescheduled.

Attached is their report, a copy of the Unresolved Mediacom Technical and Service Issue complaint web form available on wayzata.org and a spreadsheet report from city staff on the 43 problem reports were from email, calls and submission of the web form complaints. Our numbers do not match precisely with theirs.

Mediacom representatives will be present to discuss their service levels.

Mediacom Follow Up to 2015

Adam Schmidt- Director of Engineering
Theresa Sunde- Government Relations Manager
Zach Raskovich- Director of Area Operations

February 16, 2016
City Council Meeting
Wayzata, Minnesota

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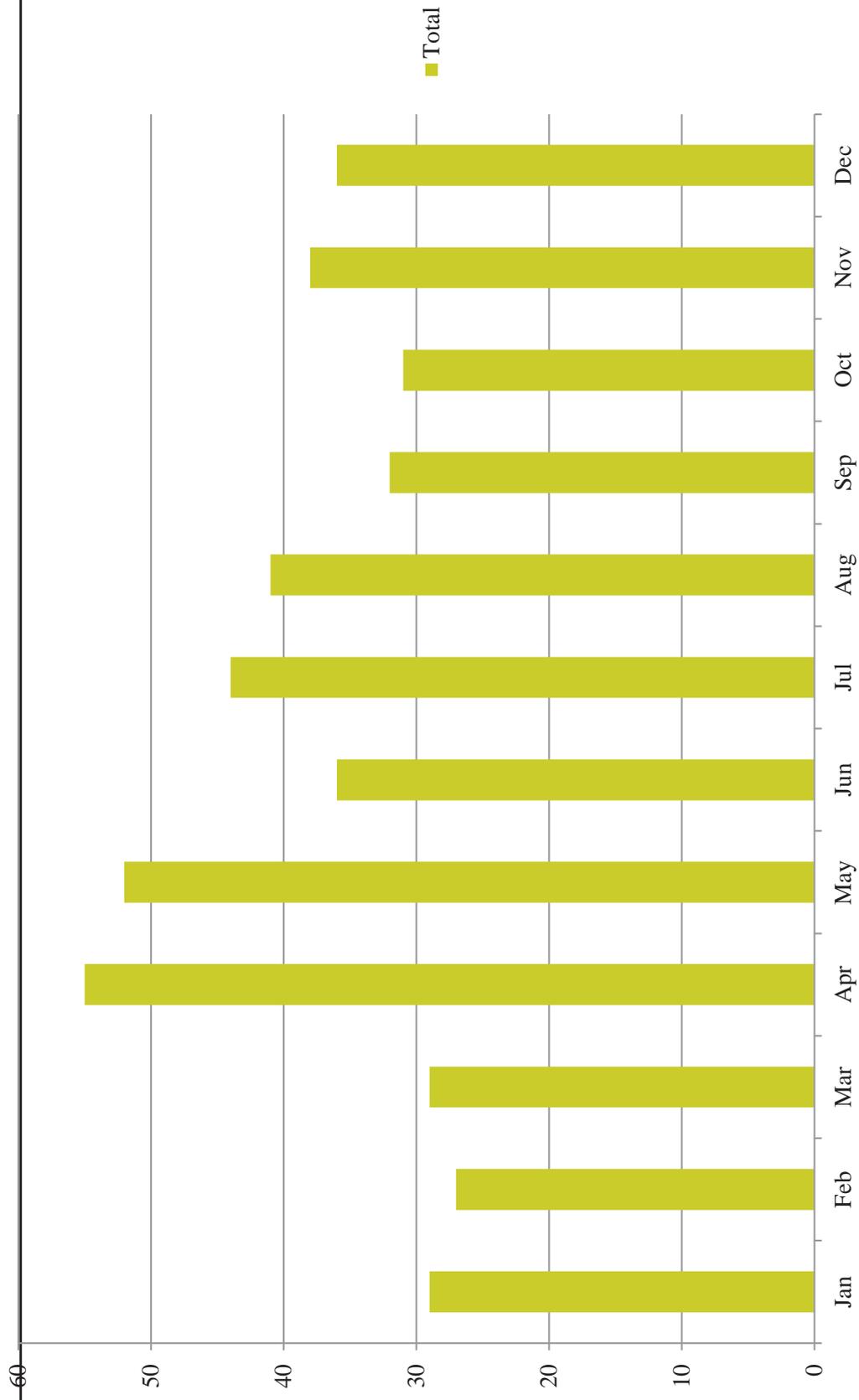


ISSUES AFFECTING OUR PAST PERFORMANCE

- Technical Staffing
- Quota Management
- Fiber Cuts
- TiVo Launch
- Road Construction

VIDEO (TV) TROUBLE CALLS FOR 2015

SPIKES IN DIGITAL TRANSITION MONTHS



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MEDIACOM HAS MADE STRIDES TO IMPROVE OUR TECHNICAL STANDARDS

- **Engineering and Operations involvement**
- **Added staff to reduce backlogs**
- **Increased Fulltime Technical staff**
- **Hired a Plant Supervisor**
- **Added Stand-by Power Supplies**
- **Replaced defective spans of cable**



Additional Assistance

- Mediacom Mobile Care App
- <https://support.mediacomcable.com>

Thank You



XTREAM
POWERED BY **Mediacom**

Mediacom Proprietary and Confidential

**Wayzata TC Report By Reason
August 2015 - February 2016 (MTD)**

Count of RESOLUTION			
CSG Month	TC REASON	RESOLUTION	Total
Aug-15	A/O PROBLEM	REPAIR INT DRP	1
		REPAIR EXT DRP	2
	DVR PROBLEM	RE-AUTH DVR	1
	DWN OR LOW DROP	CUST EDUCATION\$	1
		REF TO MAINT	2
	HGH CHANNEL PBL	RE-AUTH DIG/HD	1
		REFR TIVO Q	1
		RPL CBL ANA/DIG	1
	NO PICTURE	CUST EDUCATION\$	1
		REPAIR INT DRP	1
	TILING	REPLACE EXT DRP	1
		NO PROB FOUND\$	1
	UNIDENTIFIED CDE	REF TO INSTALL	1
		REPAIR EXT DRP	1
		REPLACE DIG/HD	1
		RPL GROUND BLCK	1
		NO PROB FOUND\$	1
		PLANT OUTAGE	1
		RE-AUTH DIG/HD	2
		RE-AUTH DTA	2
		REFR TIVO MINI	1
		REPAIR EXT DRP	3
		REPAIR INT DRP	4
		REPL TIVO MINI	2
		REPL TIVO Q	1
		REPLACE DTA	2
		REPLACE DVR	3
		REPLACE EXT DRP	1
	RPL EXT F CONN	2	
	RPL EXT PASSIVE	1	
	RPL INT AMP	1	
	RPL INT F CONN	1	
	SPLICE UG DROP	1	
TIVO SVC ACCT	1		
VOD NOT WORKING	REPLACE DIG/HD	1	
Aug-15 Total			49
Sept-15	A/O PROBLEM	REPLACE DIG/HD	1
		REPLACE DVR	1
		RPL CBL PERIPH	1
		RPL INT F CONN	1
	CNV/DCT PROBLEM	REPLACE DIG/HD	1
		REPLACE DVR	1
	CUSTOMER EDUC	RPL REMOTE CTRL	1

Wayzata TC Report By Reason

August 2015 - February 2016 (MTD)

Sept-15	DVR PROBLEM	RE-AUTH DVR	1
	HGH CHANNEL PBL	REPAIR EXT DRP	1
		REPAIR INT DRP	1
	NO PICTURE	RE-AUTH DTA	2
		REPAIR EXT DRP	1
		RPL WLL PL/F81	1
	TILING	NO PROB FOUND\$	1
		RE-AUTH ANA/DIG	1
		REPAIR EXT DRP	1
		REPAIR INT DRP	1
		RPL EXT PASSIVE	1
		RPL INT F CONN	1
		UNIDENTIFIED CDE	CANCEL AT DOOR\$
	CUST EDUCATION\$		3
	DISCO IN ERROR		1
	RE-AUTH DIG/HD		1
	RE-AUTH DTA		2
	REF TO MAINT		2
	REFR TIVO Q		1
	REPAIR EXT DRP		2
	REPLACE DIG/HD		2
	REPLACE EXT DRP		3
	RP CORD DTA		1
	RPL EXT F CONN		2
	RPL EXT PASSIVE		1
	RPL GROUND BLCK		1
	RPL INT AMP	2	
RPL INT F CONN	3		
Sept-15 Total		49	
Oct-15	CNV/DCT PROBLEM	REPLACE ANA/DIG	1
	DVR PROBLEM	NO THME/DOORHNG\$	1
	DWN OR LOW DROP	REPAIR EXT DRP	1
		REPLACE EXT DRP	1
	HGH CHANNEL PBL	ADD/REM TRAP	1
	TILING	REPAIR INT DRP	2
		RPL INT AMP	1
	UNIDENTIFIED CDE	CUST EDUCATION\$	1
		NO PROB FOUND\$	1
		RE-AUTH DIG/HD	1
		REPAIR INT DRP	2
		REPL TIVO Q	1
		RPL CBL ANA/DIG	1
		RPL INT F CONN	1
RPL INT PASSIVE		1	
RPL WLL PL/F81	1		
Oct-15 Total		18	
Nov-15	1 TV	NO PROB FOUND\$	1

Wayzata TC Report By Reason

August 2015 - February 2016 (MTD)

Nov-15

A/O PROBLEM	NO PROB FOUND\$	1
	REPAIR INT DRP	2
	REPLACE EXT DRP	1
	RPL INT F CONN	1
CNV/DCT PROBLEM	CUST EDUCATION\$	3
	NO PROB FOUND\$	2
	OK ON TEST SET\$	1
	RE-AUTH DIG/HD	1
	REPL TIVO MINI	1
	REPLACE DIG/HD	4
	RPL INT AMP	1
	RPL INT F CONN	1
DVR PROBLEM	REPLACE DIG/HD	1
	REPLACE DVR	4
DWN OR LOW DROP	NO PROB FOUND\$	1
	REPAIR EXT DRP	1
	RPL INT F CONN	1
HGH CHANNEL PBL	CUST EDUCATION\$	1
	NO PROB FOUND\$	1
NO PICTURE	CUST EDUCATION\$	1
	NO PROB FOUND\$	1
	REF TO MAINT	1
	REPAIR EXT DRP	1
REMOTE PROBLEM	CUST EDUCATION\$	1
TILING	REPLACE DVR	1
	RPL EXT F CONN	1
	RPL INT F CONN	1
UNIDENTIFIED CDE	ADD/REM TRAP	2
	CANCEL AT DOOR\$	1
	CUST EDUCATION\$	5
	NO ADULT\$	1
	NO PROB FOUND\$	5
	REF TO INSTALL	2
	REF TO MAINT	6
	REFR TIVO Q	1
	REPAIR INT DRP	2
	REPLACE DTA	1
	RPL CBL ANA/DIG	1
	RPL INT CORD	1
	RPL INT F CONN	3
	SPLICE UG DROP	1
TIVO SVC ACCT	1	
VOD NOT WORKING	LEVEL ADJST-FIB	1
	LEVEL ADJST-HFC	1
	NO PROB FOUND\$	1
	REPLACE DIG/HD	1
	RPL INT PASSIVE	1

Wayzata TC Report By Reason
August 2015 - February 2016 (MTD)

Nov-15 Total		76	
Dec-15	A/O PROBLEM	RE-AUTH DVR	1
		RPL INT F CONN	1
	CNV/DCT PROBLEM	RE-AUTH DVR	1
		REP REMOTE CTRL	1
		REPL TIVO Q	1
		REPLACE DIG/HD	3
		REPLACE DVR	2
	DVR PROBLEM	RE-AUTH DVR	1
		RPL REMOTE CTRL	1
	NO PICTURE	DISCO IN ERROR	1
		REP REMOTE CTRL	1
		REPAIR INT DRP	1
		REPLACE DIG/HD	1
	TILING	REPAIR INT DRP	1
		REPLACE DIG/HD	1
	UNIDENTIFIED CDE	ADD/REM TRAP	1
		CUST INSTAL EQ\$	1
		RE-AUTH DIG/HD	1
		RE-AUTH DTA	1
		REF TO INSTALL	1
		REF TO MAINT	2
		REFR TIVO Q	2
		REP REMOTE CTRL	1
		REPAIR EXT DRP	4
		REPAIR INT DRP	2
		REPL TIVO MINI	2
		REPL TIVO Q	2
		REPLACE DTA	1
		REPLACE DVR	1
		REPLACE INT DRP	1
		RPL EXT F CONN	1
		RPL INT F CONN	4
		RPL INT PASSIVE	2
TIVO SVC ACCT		1	
VOD NOT WORKING	RE-AUTH ANA/DIG	1	
	REPLACE DIG/HD	1	
	RPL INT F CONN	1	
Dec-15 Total		52	
Jan-16	A/O PROBLEM	DISCO IN ERROR	1
		REPLACE DVR	1
		REPLACE WLL PL/F81	1
		RPL REMOTE CTRL	3
	CNV/DCT PROBLEM	NO PROB FOUND\$	1
		RE-AUTH DTA	3
		RPL REMOTE CTRL	2
	DAMAGED CABLE	CUST EDUCATION\$	1

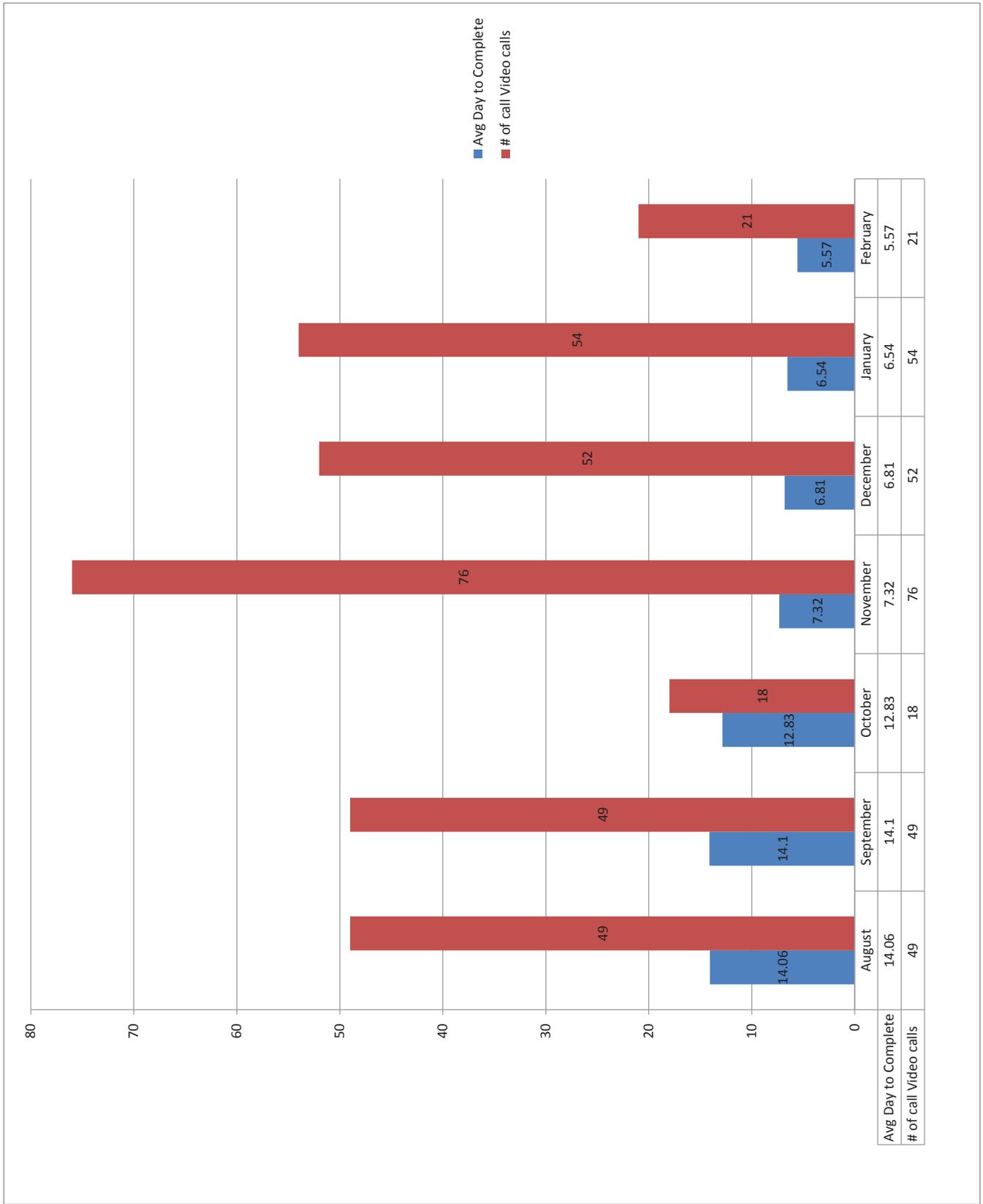
Wayzata TC Report By Reason

August 2015 - February 2016 (MTD)

Jan-16	DROP PROBLEM	CUST EDUCATION\$	1	
		REPLACE DTA	1	
		REPLACE DVR	1	
		RPL EXT F CONN	1	
		RPL INT F CONN	2	
		DTA ISSUE	CUST EDUCATION\$	1
		RE-AUTH DTA	2	
		REPLACE WLL PL/F81	1	
	DVR PROBLEM	REPLACE DVR	3	
	FLASHING PICTUR	REPLACE DIG/HD	1	
	HGH CHANNEL PBL	REPL TIVO Q	1	
		REPLACE DIG/HD	1	
	INSTALLFOLLOWUP	REPAIR EXT DRP	1	
	LOW CHAN PROB	RPL EXT F CONN	2	
	NO PICTURE	NO PROB FOUND\$	1	
		RE-AUTH ANA/DIG	1	
		RE-AUTH DTA	1	
		REPLACE EXT DRP	1	
		ONE MOMENT PLS	REPLACE DVR	1
		RPL EXT F CONN	1	
	TIVO	REFR TIVO Q	1	
		REPL TIVO MINI	1	
		REPL TIVO Q	1	
		RPL EXT F CONN	1	
		RPL INT F CONN	1	
		RPL TIVO WIFI	1	
	UNIDENTIFIED CDE	REPAIR INT DRP	2	
		REPLACE EXT DRP	2	
		RPL INT PASSIVE	2	
		#N/A	4	
	<hr/> Jan-16 Total		54	
	Feb-16	1 TV	REF TO INSTALL	1
		A/O PROBLEM	NOTHME/DOORHNG\$	1
			REPAIR EXT DRP	1
			RPL EXT F CONN	1
		BUS VIDEO	RE-AUTH DIG/HD	1
			REPLACE DTA	1
			RPL EXT F CONN	1
		CNV/DCT PROBLEM	CUST EDUCATION\$	1
			RE-AUTH DTA	1
			REPAIR INT DRP	1
		DTA ISSUE	RE-AUTH DTA	1
		NO PICTURE	REPL TIVO MINI	1
			REPLACE DIG/HD	1
		ONE MOMENT PLS	NO PROB FOUND\$	1
			REPAIR INT DRP	1
	REPLACE EXT DRP		1	

Wayzata TC Report By Reason
August 2015 - February 2016 (MTD)

Feb-16	TIVO	REFR TIVO Q	2
		REPAIR INT DRP	1
		RPL EXT F CONN	1
		RPL TIVO STREAM	1
<hr/>			
Feb-16 Total			21
<hr/>			
Grand Total			319





Form Center

Reporting Unresolved Mediacom Technical and Service Issues in Wayzata

Today's Date

First Name*

Last Name*

Email Address*

Phone Number*

Address*

City*

Zip*

When was the first time you contacted Mediacom?*

What is your technical/customer service issue that you are experiencing?*

State what is the technical/customer service issue you are experiencing. Include any dates of a timeline of when you noticed the issue, when you first contacted Mediacom and any follow up calls you have made to request service.

What is your requested resolution? (if any)

Click submit when finished. This will be sent to Mediacom to resolve and to the City of Wayzata to monitor. Thank you.

Receive email copy

Email address

This field is not part of the form submission.

* indicates a required field

Mediacom Issues

ID	Submission Date	Address	What is your technical/customer service issue that you are experiencing?	When was the first time you contacted Mediacom?	What is your requested resolution? (if any)	#
call	7/16/2015	335 Broadway Ave N	Internet service issues; 3 weeks until Mediacom can come out to service	11-Jul		1
phone call	7/17/2015	358 Lake Street S	Cable TV issues; 3 weeks until Mediacom can come out to service	July 17?		2
email	7/20/2015	170 Hunters Glen	no phone, cable TV, internet, security; 3 weeks until Mediacom can come out to service (Aug. 12); her neighbors in her cul de sac are also without Mediacom services (estimated 4-5 of her neighbors she spoke with)	July 19?		3
email	7/22/2015	316 Walker Ave N	drop bury cable service call	7/22/2015		4
<p>02162016CC PA first 9 of 10 Page 67 of 100 Mediacom Issue Form</p>	7/23/2015 20:47	343 Waycliffe N	<p>I am writing to express dissatisfaction with Mediacom cable service to our community. Since the wind storm one and a half weeks ago, our cable TV service has been disrupted. Mediacom has responded to our repeated phone calls, saying that the problem would be resolved shortly or that some one would call us back. None of that happened. Instead they set an appointment for a technician to come out on Aug 16th (a Sunday morning) That means that a reduction in the quality of service would be addressed in approximately one month. As a resident of Wayzata, I have no choice in the provider of my cable service. Mediacom has a monopoly.</p> <p>Why can't service be repaired sooner? They say it is because they don't have a technician available. In other words they have our business, contracted by the city, and they save their profit margins by not supplying technical support for three to four weeks.</p> <p>I don't think that their customer service is satisfactory and the lack of cable service is not what I would expect from a vendor to our city.</p> <p>Thank you.</p>			5

Mediacom Issues

email	7/28/2015	150 Lakeview LN	no internet since 7.28 called and appointment scheduled 8/11/15 and wants earlier appointment	7/28/2015	6
84	8/6/2015 19:59	1350 La Salle Street	My TiVo box is giving an error message with blue screen. Called media company and was working thru the issue with an agent for 30 minutes and then got disconnected. She never called us back. We then called media company back and had a 15+ minute wait to connect with a new agent. After working with the new agent, she determined there was no fix for the issue and we would need a new box. I asked her if someone could come out tomorrow and they said the next repair appointment was August 27th! That is 3 weeks away. We have absolutely no way to watch to in our house as all of the TV's connect to the main TiVo box thru mini TiVo receivers. 3 weeks is an UNACCEPTABLE amount of time. I also asked if we could drive to the office to obtain a new box and they said they don't have them there. Any help in getting my issue resolved would be very much appreciated. thank you	8/6/2015 18:30	7
email	8/10/2015	address not given	no cable TV reception--outage in the area	8/10/2015	8
email	8/18/2015	600 Rice Street	cable TV outage-- two techs came in for work on "617 rice street at city hall" but we reported an outage last week for 8/10 and was told they could fix off site. Technicians didn't know that it was fixed before the school board meeting.	8/18/2015	9
call	8/18/2015	unknown	service issues and appointment would be 3 weeks out--person decided to cancel service	8/18/2015	10
	8/18/2015 9:50	263 Bushaway Road	No internet/cable/phone service since Saturday 1p.m. Called Mediacom twice and first time they scheduled a technician for Sept 9 called again and they moved it up to Aug. 27. A technician supervisor said they would look into this issue and get back but hasn't. They did say there is a broken cable and they were going to install a temporary cable this morning.	8/22/2015 14:00	11

Mediacom Issues

99	8/24/2015 13:08	650 Locust Hills Dr.	internet outage; called several times and very inconsistent to none at all service in June, July and now into August. Troubleshooting over the phone calls never resulted in better service. They have service come out several times and never resulted in better service. A service appointment was given for September 14. Currently does not want any service--wants credit for outages and consistency and no service they have been experiencing--about 75% of the summer not working.	6/15/2015 8:00	service immediately and credit for account	12
email	8/31/2015	600 Rice Street	cable TV outage-- two techs came in for work on "617 rice street at city hall" but we reported an outage last week for 8/10 and was told they could fix off site. Technicians didn't know that it was fixed before the school board meeting.	8/31/2015		13
110	8/31/2015 12:04	215 Barry Rd S Apt 209	no picture	8/31/2015 12:00	get credit on my account	14
email	9/1/2015	locust hills	internet and phone outage for over two weeks; appointment scheduled 9-15	9/1/2015		15
	9/9/2015 20:44	1435 La Salle St	We moved into our property on the July 30th and had Mediacom come for set up of Internet, phone and TV on the 31st. Tech came out and set up Internet. Said he did not have the right ladder for TV. 2nd appointment 1 week later. Tech over an hour late - no call. Set up phone said TV pole release was never scheduled. Truck came out for pole. Still did not work. Called and they talked to a manager and the rep said someone would be out the next day 1-5. No one came. Called. Said it was never scheduled. Tried for over two weeks to get TV set up before getting so frustrated I cancelled all services except for internet. Got my first bill. They billed me for TV, phone and internet for the 2 months. Still not sure if it is figured out. Would have loved to have TV if they could have figured out what the problem was in a timely manner. Worst company I have ever had to deal with. So frustrating.	8/31/2015 13:00	I don't think there is anything that can be done at this point. I will just live without cable TV	16

Mediacom Issues

167	9/17/2015 11:18	1525 Hollybrook Rd	<p>Notes from call to the city: Poor reception of cable service and sometimes there are outages that it goes out now and then and what is happening right now is no connection or a crackly connection with the cable channels. A technician has come out and said that inside her townhouse is fine, it is the cable outside that is bad—a bad cable line. They have been reassuring that they will replace it but haven't and have even sent letter in the springtime and it still hasn't been done. A technician (TJ) came out July 12 after Eric Bronson said that he had been out and was told that the wrong unit was cable ready3ed for the replacement of that cable line. They have told her repeatedly that the cable line has been replace and it is not true. Two technicians that came out last month and checked out the inside and everything was working and checked outside and the reception was fine in their opinion.</p>	10/1/2014 7:00	<p>Martha is requesting compensation for her cable service outage and a resolution to replace the bad cable line outside her townhome unit. Also, a neighbor had Mediacom working on the box near her place and a lid was left off the cable boxes€"she hopes that when they install the cable for her neighbor that they can work replacing the bad cable line to the townhomes.</p>	17
02162016C8	9/18/2015 8:51	520 Locust Hills Dr	<p>Internet has been out for a week and called yesterday and the first appointment that she was given was Oct 11 and then they called back and rescheduled for Sept. 29.</p>	9/17/2015 7:00	<p>Service appointment asap and credit for outage</p>	18

Mediacom Issues

169	9/18/2015 12:09	585 Locust Hills Drive	Loss of Service - frequent and over extended periods Customer called in says this is an ongoing issue with poor internet service. Called Mediacom several times to fix the issue, they have come out several times or troubleshoot problems. This last time is that they talked to Mediacom, the customer said they have a poor quality line issue and Mediacom needs to come in and replace the line and the earliest service date is Oct 9.	9/1/2015 18:00	Service was resumed late in the evening...intermittent reoccurring issues with connectivity on cable to as well as internet service over the course of several weeks	19
170	9/24/2015 12:19	40 Smith--ORONO		1/5/2015 5:45	Wants internet to work and credit to your account.	20
paper form	10/5/2015	1556 Hollybrook Rd	cable, internet, phone outage; three week out appointment	9/29/2015		21
172	10/5/2015 10:39	150 Lakeview Lane S.	Internet is not working and the appointment they were given is three weeks out, Oct 28.	10/4/2015 18:00	Earlier service appointment	22
	10/10/2015 9:32	18065 Breezy Point Rd	Request for service: Comcast. Kare11 pulls dish programming. I emailed Ken Wilcox as well. Please, negotiate for Wayzata residents to have Comcast available. I understand you've negotiated contracts with our existing providers. I want to Choose for myself. Please bring Comcast Xfinity to Wayzata (Woodland).			23

Mediacom Issues

174	10/12/2015 6:49	215 Chicago Ave N	<p>the TiVo service lost connection rendering all my toss down. I called customer service spoke to technical support, the representative was very rude and stated that there are issues with telephone service in our area and they could not request a service tech to come out until Sunday October 18. since the main TiVo box cannot connect to the internet it has rendered all toss useless. my phone service with Mediacom does work and my internet connection on all other devices does work.</p>	10/12/2015 6:30	expedite the service call	24
176	10/13/2015 12:20	145 Wooddale Avenue	<p>We have a new house and need new service and are having a hard time getting Mediacom to put in the service. They had committed to a date last week of Oct 6 to have the cable dropped in and buried but have not met that deadline. Until the cable is I stalled I cannot order the new service installation.</p>	9/29/2015 2:30	Need Mediacom to get the cable installed up to the house so that I can order the service. Without the cable dropping installed and I tried to the house I cannot even order the service from Mediacom.	25
175	10/15/2015 15:51	440 Peavey Lane	<p>In the past several months we have had at least 7 tech visits to our home. Each was cancelled shortly before it was due. Yesterday (10/14) yet the latest visit was re-scheduled to 12-31, over 6 weeks. Good I luck getting a component and sober tech. Simple problem: Saved program list doesn't come</p>	7/15/2015 17:00	Short-term: fix the list problem. Long-term: Dump this incompetent company. I thought Comcast was bad.	26

Mediacom Issues

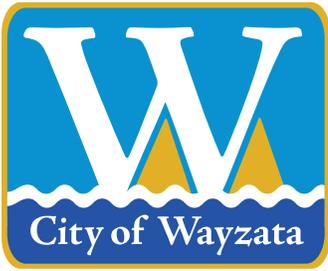
179	10/19/2015 11:31	1506 Holdridge Lane	The phone went out. The response was negligible. After 10 days of phone calls, (it took 9 plus phone calls to Try to resolve the issue.) they decided to cancel Mediacom. This couple is over 90 years old and they need their phone for emergencies. They were out of phone service for over 10 days.	10/19/2015 0:00	They just wanted this complaint documented.	27
180	10/22/2015 16:24	205 Barry Ave. S. Unit 321	Contacted Mediacom because her cable HDTV adapter box is not working on one of her toss and is only giving her 5 or six channels that aren't pixelated, the rest are pixelated and a notice says their is a break in service. She was given an appointment November 13.	10/13/2015 9:00	She wants her cable hdtv adapter box fixed.	28
email	10/26/2015	600 Rice Street	city hall TV not working 8am -2p.m	10/26/2015		29
181	10/28/2015 14:15	453 Highcroft Road	notes from phone call: They have had many issues and have contacted Mediacom numerous times and yet phone/TV/internet (rotating going out at different times) not working. Every time they have someone out then a day later then it isn't working. The next appointment is later this week and need their services working because they work from home. Every time they have someone come out it works for a day then isn't working. Technicians have told them every time that the work of the previous technician was done incorrectly.	6/1/2015 0:00	They want consistent phone/internet /to service and it to be fixed for good. Please send an experienced technician to work on this.	30

Mediacom Issues

182	11/8/2015 9:13	902 east shady lane	For the past month I have been trying to resolve our cable service problems with no success. The lower channels are either out or have a very poor quality picture. I have called numerous times and lately almost on a daily basis with no resolution. They have sent out a tech who could not find an issue in our home. I called again this morning and was told only after a tech comes out twice will they send out someone to look at outside issues. That is a bit of information would have been nice to know a month ago so I not have cancelled several appointments when the issue was temporarily resolved Their service calls are usually at least a week or two out - which is a whole different issue. Over the years I have dealt with Mediacom and I have to say their customer service is the worst I have ever encountered. I usually do not take the time to do this sort of thing (I have better things to do) because I just use a different vendor if this happens. And I guess that will have to be my recourse if this does not get resolved. I believe many of my neighbors have already done so.			31
email	11/9/2015	655 Bushaway Road	service issues; drop bury cable needed		8/21/2015	32
185	11/19/2015 17:20	350 Superior Blvd. Apt 365	He doesn't have an account and pass code and doesn't know how to get it. He just moved into his place and keeps calling Mediacom to find out the information and no one can help him. Internet is working but basic cable isn't working--it should be turned on but he doesn't have a pass code.	wants his basic cable to turned on.	11/19/2015 7:00	33
email	11/27/2015	3115 County Road 101	3 duplexes with service outages; appointment scheduled far out on 11/27		11/23/2015	34
email	11/27/2015	324 Bushaway Road	customer service issues(rude service from Mediacom)--drop bury cable needed			35
paper form	12/3/2015	215 Barry Rd S apt 209	wants credit for TV signal that wasn't working		12/2/2015	36
PACKET	12/7/2015	1100 Hollybrook Drive	issues getting digital TV adaptors for HDTV; customer service issues; activation issues			37
PACKET	12/10/2015 21:41	208 Wycliffe Drive North	Is there a specific reason for the city of Wayzata to use Mediacom as the cable provider? It is currently rated as the worst cable provider in America. It is constantly a problem.			38

Mediacom Issues

187	12/13/2015 13:26	137 Huntington Ave S	Months of consistent issues with slow and intermittent Internet service. I pay for 50MPS service and get zero to 10 MPS. Evenings and weekends are the worst. Just when I use it most. The Mediacom bill of rights is worthless and requires us to waste our valuable time because they can't get it together. The service is poor and substandard. None of us have time to waste calling them to complain every week. They are a poorly run company that should be replaced as our provider.	9/1/2015 12:00	Replace Mediacom with another provider. Or give us another good high speed internet option so we can walk away from Mediacom.	39
188	12/21/2015 16:15	168 Benton Ave.	Could our city consider a different cable provider than Mediacom. My internet/cable service went out last Thursday, Dec. 17, and the appointment topic it is this Thursday, Dec. 24. You would think citizens could have better service than waiting for an entire week to get help.			40
form	42390	543 Harrington Road	no TV services; wants earlier appointment before the weekend	42384		41
form	42395	550 Waycliffe Drive N	new customer and needs service. Had an appointment but no one showed.	42387		42
paper form		425 waycliff dr s	digital ready TV that is not showing ch 2 and 11			43



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

Mayor:
Ken Willcox

City Council:
Bridget Anderson
Johanna McCarthy
Andrew Mullin
Steven Tyacke

**Interim City
Manager:**
Doug Reeder

Date: February 10, 2016
To: Mayor and City Councilmembers
From: Jeff Thomson, Director of Planning and Building
Subject: Wayzata Yacht Club Dock Modification Request

The Wayzata Yacht Club (WYC) is scheduled to appear before the Lake Minnetonka Conservation District in March to request approval to replace the existing docks on Site #1. The proposed work is scheduled to take place in 2016, 2017 and 2018. In 2016, the existing B Docks would be replaced, consisting of 10 Boat Storage Units (BSUs). In 2017, the existing C Docks would be replaced, consisting of 27 BSUs, one less than currently exists. In 2018, the existing A Docks would be replaced, consisting of 37 BSUs, one more than currently exists. There would be no net changes in the number of Boat Storage Units. The project consists of reconstructing the wood docks, and extending the docks to a length of 28 feet to match the existing "pelican poles". The scope of work is similar to what was completed in 2015 at the existing D Docks on Site #1. The WYC has included a narrative further describing the requests, and maps depicting the proposed plans. Staff has also included a copy of the approved PUD site plan.

The LMCD has review and approval authority over the Wayzata Yacht Club request. However, under the City's approval of the Wayzata Yacht Club and Wayzata Community Sailing Club UD plan in 2012, the City and the WYC and WCSC agreed to the following process for proposed modifications to length and width of boat slips:

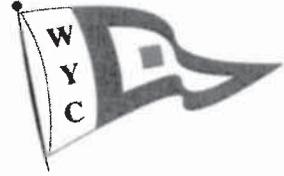
The length and width of slips within the PUD District shall not exceed the size authorized by the Lake Minnetonka Conservation District (LMCD) (presently the August 2009 approval). The Applicant may request approval from the LMCD for modifications in boat slip length and configuration under the following process:

- The Applicant shall inform the City in writing and the City Council at a regular City Council meeting of their intent to request a modification to existing slip length or configuration from the LMCD.
- The City Council shall review the request and provide their comments on the request, which shall be documented in a formal letter from the City.
- The Applicant shall include the City's comment letter as part of their application materials to the LMCD.

The Wayzata Yacht Club is complying with this process by providing a written letter and plans outlining their request to the LMCD. Representatives from the Wayzata Yacht Club will be at the City Council to outline their request and answer any questions. If the City Council has any

comments on the request, staff will forward them to the LMCD. As an example of previous comments provided by the City Council, a letter to the LMCD regarding a previous proposal from the Wayzata Yacht Club is attached.

WAYZATA YACHT CLUB
P.O. Box 585
Wayzata, MN 55391-0585



L.M.C.D.
5341 Maywood Road, Suite 200
Mound, MN 55364-1687

October 12, 2015

Judd Harper,

Please be advised that Wayzata Yacht Club will be building the rest of Site# 1 as follows:

This spring we will build the 10 southern docks on the drawing known as B dock, consisting of 10 slips facing south.

The following spring in 2017, we are intending to rebuild the rest of the 28 slips that are attached to the same dock that we are rebuilding this spring, known as C dock.

The last dock we will rebuild in 2018, which is the 36-slip dock to the North of B dock that runs along County Road #16 known as A dock.

When we rebuild C dock we will eliminate a slip, (#48). When we rebuild A dock the following year it is our intention to add it back onto the south end of A dock.

All other slips will remain in the same location, and the same layout as we currently have.

Site# 1 will have the same number of BSUs as currently licensed for after construction is completed.

Sincerely,

Stephen C. Bren, Manager
WAYZATA YACHT CLUB

RECEIVED
OCT 12 2015

BY:_____



NEW MULTIPLE DOCK, LAUNCHING RAMP, AND/OR MOORING LICENSE APPLICATION

Lake Minnetonka Conservation District
5341 Maywood Road, Suite 200
Mound, MN 55364
Phone (952) 745-0789

LMCD Receipt # 2015-358

Because this form is to be copied, please use black ink or type. This form may be filled out online

Pursuant to LMCD Code Section 2.03, a new multiple dock license is requested, in accordance with all data and other information submitted herewith and made a part hereof.

The person completing this form is the [X] authorized agent or [] property owner (select one).

Applicant: Jonathan Mc Donagh

Address: 2205 California St NE Ste 101

City, State, Zip: mpls Mn. 55418 - 3353

Phone: 612 435-2001 Fax: Email: jonathan@mcDonagh.com

Property owner (if different from applicant): wayzata yacht club

Address: 1100 Eastman Lane wayzata Mn 55391

City, State, Zip: wayzata 55391

Phone: 612 701 3230 Fax: Email: steve_bren@yahoo.com

PROPERTY LOCATION:

The property is located in the city of: wayzata

The property is riparian to LMCD bay/area(s): wayzata Bay

1. Classification of user per Section 2.11, Subd. 2 (please select one):

- a) commercial marina [] d) transient [] g) private residence []
b) private club [X] e) outlot association [] h) other (explain) []
c) municipal [] f) multiple dwelling []

2. Type of dock construction, describe and attach to-scale drawing:

permanent wood

3. Please submit names and mailing addresses of owners within a 350-foot radius of the property.

Such owners must be verified by checking with the Hennepin County Auditors Office, (612) 348-5910, (or a private abstract company) which can provide actual mailing labels at a cost of \$1.25 per tax parcel (minimum of \$25.00). This service usually takes two days, and you must have your tax parcel identification number (PIN) ready when calling for this assistance.

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New Multiple Dock License Application

4. Documents listed below are required; check that they are attached:
- | | |
|---|--|
| <input type="checkbox"/> Locator Map | <input checked="" type="checkbox"/> Scaled drawing of docks on abutting properties |
| <input type="checkbox"/> County Plat Map | <input checked="" type="checkbox"/> Proposed facility site plan |
| <input type="checkbox"/> Certified Land Survey, Legal Description | <input checked="" type="checkbox"/> Existing facility site plan |

Absence of significant data requested above could result in a processing delay.

5. All required permits, licenses, and approvals have been obtained from the MN DNR and from the city in which the multiple dock, ramp, and/or mooring is located, copies attached?

Yes No if no explain: existing dock being rebuilt

6. Check the parking requirements of the City if you provide the following services:

Boat Storage	<u>No</u>
Launching ramps	<u>2</u>
Sales	<u>0</u>
Service	<u>0</u>
Boat Rentals	<u>0</u>
Restaurant	<u>0</u>
Other (explain)	<u>yacht club</u>
TOTAL	<u>0</u>

7. Restroom facilities provided: Yes No Indoor 1 Outdoor portable (number) 1

8. Boat toilet pumping service provided? Yes No

9. Total square footage of dock area including maneuvering space = 78,605 sq. ft.
If 20,000-sq. ft. or over, an Environmental Assessment Worksheet (EAW) is required.

10. Boat Storage Units (BSU) computation: Lakeshore Frontage 540 feet divided by 50 = 0 BSU's allowable under the one-boat per fifty-foot rule. **If this number is less than the total BSU's applied for in No. 12 below, an application for a Special Density License is required per Code Section 2.05.**

11. Number of BSU's applied for:

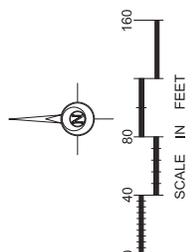
LOCATION	
Slips	<u>108</u>
Slides	<u>19</u>
Lifts	
Tie-ons	
Moorings	
Off Lake Rack Storage	
Other	
TOTAL BSU's	<u>127</u>

USE	
Rent, lease, etc.	<u>105</u>
Service work	<u>3</u>
Company use	
Private use	
Transient use	
Other <u>slides to</u>	
<u>get out to buoys</u>	<u>19</u>
TOTAL BSU's	<u>127</u>

RECEIVED
OCT 12 2015



Allowed and Prohibited Land Uses:
 • Community sailing center, and a semi-public/private community sailing center, and including all of the following land uses and accessory uses related to a semi-public/private sailing center:
 • Sailing center operations, education, security, activities, and functions.
 • Land uses that are related to a semi-public/private sailing center:
 • Semi-public/private community sailing center uses.
 • Social functions related to the operations of a semi-public/private sailing center and semi-public/private community sailing center.
 • Other uses that are owned and operated by the Woyzala Yacht Club or its members, as promoted in its bylaws, and other documents.
 • Sailing center teaching boats, trailers, and equipment, and similar devices.
 • Boat storage, boat launching and recover operations as allowed and controlled by City Code 801.20.A.A, and
 • Short term emergency boat storage.
Prohibited Land Uses:
 • Event center use, where space or facilities are leased to third party for payment.
 • Commercial uses or related uses as defined by the Lake Minnetonka Conservation District (LMCD).
 • The sale of off-shore fuel.
 • The sale or distribution of petroleum products, and
 • Boat storage in the East Parking Lot.



On Site Parking Spaces

Full Size	230	81%
Compact	54	19%
Total	284	

99 Spaces
 185 Spaces
 284 Spaces

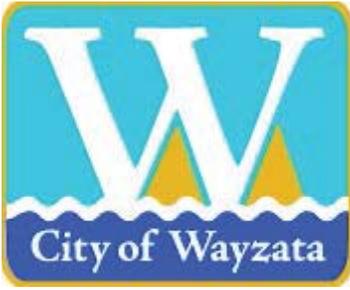
West Parking Lot, WCSC, Club Trunaround
 East Parking Lot
Total

Multiple Dock Plan, Illustrative Only
 Subject to LMCD Rules Only

Zoning Standards of the PUD Zoning District shall apply. The PUD Zoning District was adopted March 2012 including: 1) Site Plan, Details Sheet 1; Site Plan, Details Sheet 2; Site Plan, Details Sheet 3; Site Plan, Building Elevations/Perspectives Sheet 4 and Site Plan; Sign Plan and Operating Standards Sheet 5; Preliminary Grading Plan Sheet 1 and Sheet 2; Preliminary Landscape Plan Sheet 1 and Sheet 2.

WYC WCSC MASTER PLAN

SITE PLAN: Details
 CHARRETTE JUNE 18-19, 2010
 with Planning Commission & City Council Changes



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

Mayor:
Ken Willcox
City Council:
Bridget Anderson
Johanna McCarthy
Andrew Mullin
Steven Tyacke
City Manager:
Heidi Nelson

Mr. Greg Nybeck
Executive Director
Lake Minnetonka Conservation District
5341 Maywood Road, Suite 200
Mound, MN 55364

Re: Wayzata Yacht Club Application for Modification of Docks on Site #1

Dear Mr. Nybeck:

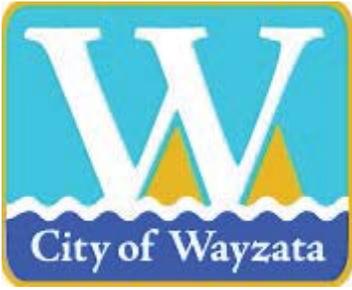
It is our understanding that the Wayzata Yacht Club (WYC) has submitted application to the LMCD for approval to replace and rebuild the existing Dock D (Slips #77-108) on Site #1. The proposed new dock would replace an existing dock of varying slip lengths with a new dock with consistent dock and slip lengths of twenty eight (28) ft (the "Dock Modification"). The total number of Boat Storage Units (BSUs) for the properties would not be affected or modified by this request.

As part of the City's approval of the WYC's 2012 Planned Unit Development (PUD) Application for their proposed site improvements, the City Council established a process by which the City Council could provide formal written comments to the LMCD Board prior to any action on dock modification requests from the WYC. The City Council reviewed the WYC's application for Site 1, and provides the following comments for the LMCD Board's consideration:

1. It is the City Council's understanding that if the LMCD Board were to approve the proposed Dock Modification for Dock D on Site #1, it would not result in the ability to accommodate larger boats than currently exist.
2. The main concern of the City Council has always been that with larger boats stored in the BSUs, it would lead to the need for larger crews, which would create parking impacts on the WYC sites and the adjacent residential area.
3. At the City Council meeting on January 6, 2015, WYC Rear Commodore Jonathan McDonagh assured the City Council that LMCD approval of the request for Dock Modification would not result in the placement of larger boats within the new Dock D, and the Council looks to the WYC leadership to ensure that no such boat size expansion occurs within the new Dock D.

The City Council appreciates the opportunity to provide the LMCD Board with our formal comments on this and any future applications.

If you have any questions, please do not hesitate to contact me.



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

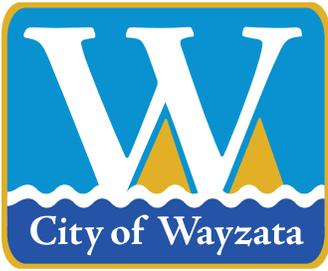
Mayor:
Ken Willcox

City Council:
Bridget Anderson
Johanna McCarthy
Andrew Mullin
Steven Tyacke

City Manager:
Heidi Nelson

Sincerely,

Bryan Gadow
City Planner



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

Mayor:
Ken Willcox

City Council:
Bridget Anderson
Johanna McCarthy
Andrew Mullin
Steven Tyacke

**Interim City
Manager:**
Doug Reeder

Date: February 10, 2016
To: Mayor Willcox and Councilmembers
From: Jeff Thomson, Director of Planning and Building
Subject: Lake St/Circle A Roundabout Public Art Project

Background Information

The City Council has discussed including public art within the newly constructed roundabout at Lake Street and Circle A Drive. The public art project will be funded with \$50,000 allocated from the landscaping for the East Block of The Promenade of Wayzata project (The Landing), and \$15,000 in funding provided by the Wayzata Rotary Club. The total amount allocated for the project is \$65,000.

In November 2015, the City Council adopted a Public Art Policy which provides guidelines for public art in the community, and establishes a process for reviewing and selecting community-based public art projects. The Public Art Policy outlines the following process for new public art projects:

1. City Council requests a public art piece.
2. The City Council appoints a Public Art Selection Committee for the project.
3. The Public Art Selection Committee will conduct a search for artist, review proposals, and make a recommendation to the City Council.
4. The City Council will review the Public Art Selection Committee recommendation and initiate a 30 day public review and comment period.
5. The City Council approves the public art project.

The City Council also approved a contract with Forecast for Public Art in November 2015. Jack Becker with Forecast for Public Art will serve as a consultant during the Lake Street/Circle A Drive roundabout public art project to guide the work of the Public Art Steering Committee

Project Timeline

City Staff has establishing the following preliminary project timeline:

- February 16, 2016: City Council formally requests public art piece for the Lake Street/Circle A Drive roundabout project.
- March 2016: City Council appoints the Public Art Selection Committee for the project.
- March – June: Public Art Selection Committee conducts search for artist and reviews proposals.

- July: Public Art Selection Committee makes recommendation to City Council, and City Council initiates 30 day public review and comment period.
- August: City Council review of the Lake Street/Circle A Drive roundabout project.

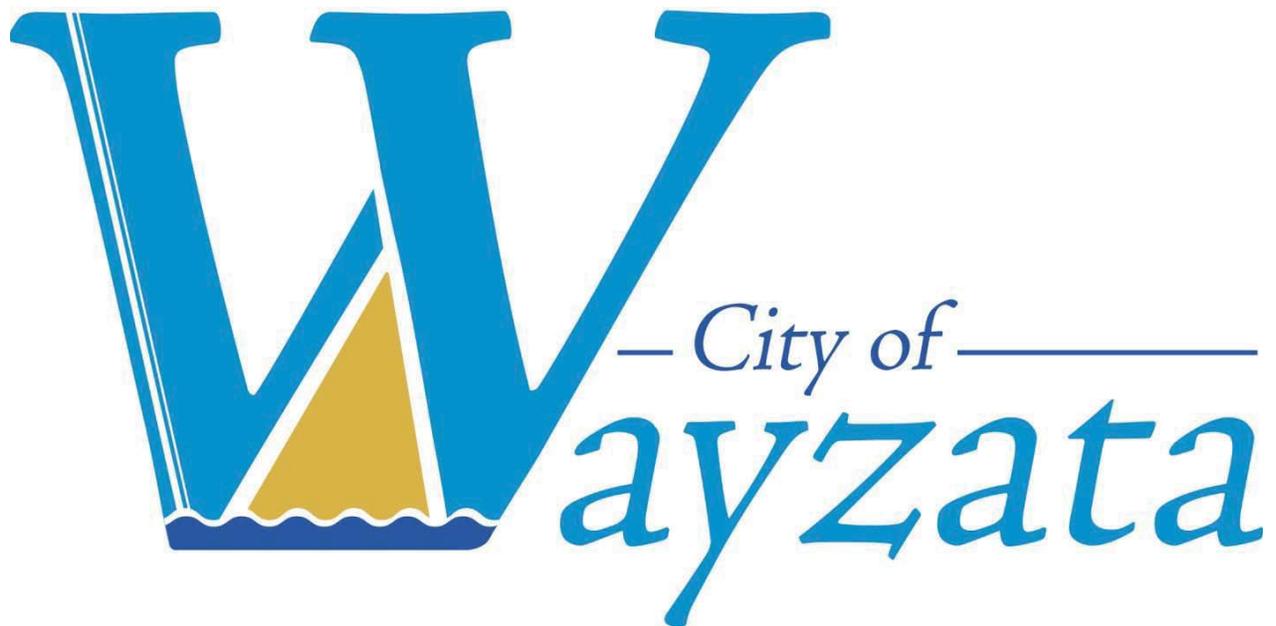
Next Steps

City staff recommends that the City Council initiate the Lake Street/Circle A Drive roundabout public art project. The next step is to establish the Public Art Selection Committee for the project. The City's Public Art Policy outlines the selection committee will consist of at least 7 members, with the following membership:

1. One interested member of the community-at-large
2. One City Council member
3. One representative from the Parks and Trails Board
4. One representative from the Heritage Preservation Board
5. One representative from the City's public works department
6. One member of the architect, design team member, or non-public site owner, if applicable. If not, an interested member of the community-at-large will be appointed.
7. One arts professional, if available. A qualified member of the Minnesota State Arts Board, Metropolitan Regional Arts Council, or Minnetonka Center for the Arts may serve in this capacity. Appointments will specifically exclude dealers, agents, or representatives of artists applying or working with the selection committee.
8. Wayzata Historical Society Liaison: When the site is located within or near a locally or nationally designated historic property, the City Council will request the appointment of one liaison from the Wayzata Historical Society.

Attachments

Public Art Policy



Public Art Policy 2015 -2016

**City of Wayzata
Public Art Policy 2015-2016**

Purpose and Intent.

The purpose of this Public Art Policy is to foster the city's Comprehensive Plan goal of addressing the community's desire to increase the city's public arts programs and policies. The intent of the Public Art Policy is to develop processes, policies and procedures that will:

1. Guide the city's approach to Public Art in new development or redevelopment;
2. Provide a mechanism for the inclusion of Public Art throughout the city;
3. Encourage the creation and enhancement of public spaces;
4. Enrich the city's public environment for its residents, business community, and visitors by providing a world class guest experience;
5. Insure that stakeholders in the community are given a forum share their perspectives, input, experience, and knowledge; and
6. Provide Public Art with the highest quality of aesthetic experience that has a "Home Town" feel and celebrates the proud history of the lake.

Public Art

Public Art is defined as works of craft or art in any medium that have been reviewed against adopted and standardized criteria, approved, and formally accepted for ownership by the city for installation in public locations, in or on publicly owned buildings, on publicly owned land, or in or on other locations leased or provided to the city through donation, easement or other means for a period of not less than five years duration. Public Art includes sculpture, murals, fountains, statues and any other form of two or three dimensional work in any medium appropriate for the location otherwise meeting the approval criteria. All art, sculpture or other works owned by the city acquired through any means or process and located in or on publicly owned or controlled buildings or land at the adoption of this policy are, by definition, Public Art as herein defined.

All proposed Public Art must comply with applicable statutes such as the Uniform Municipal Contracting Law, environmental laws, and disability/accessibility laws. In addition, all proposed Public Art must meet the following guidelines before being considered:

1. The selected artist shall enter into a Personal Services contract with the city for the creation of the Public Art that shall include but not be limited to the following:
 - a. The Public Art is made of quality materials.
 - b. The Public Art is free of defects.
 - c. The Public Art is an original product of the artist's own creative efforts and do not infringe on any third party's copyrights or other intellectual property rights.
 - d. The complete work for the Public Art will be done in a timely and professional manner.
 - e. Public Art that is purchased, commissioned or accepted as a donation Public Art shall be the property of the city.

- f. The Public Art shall remain accessible to public viewing for as long as the city owns the Public Art.
 - g. The City retains the right to transfer Public Art from one city-owned site to another, as it deems necessary, to place the Public Art in storage, in another facility, or to make a temporary loan to another agency or organization.
 - h. Absolute ownership and control of the Public Art must pass to the city, including all drawings, proposals, sketches, and other conceptualizations of the Public Art. All intellectual property rights, including patents, copyrights and moral rights, must be assigned to the city. The applicant artist or donor shall waive all intellectual property rights, including moral rights, to the Public Art.
2. The city retains the right to deaccession of Public Art if it no longer desires to retain it as a component of the public art program.
 3. Donations will not be accepted where a condition of donations requires permanent exhibition.
 4. The city is discouraged from accepting donations of Public Art when funds for the on-going maintenance and repair of the gift are not included and when as a condition of the gift the city is required to pay for the installation, framing, and restoration.
 5. In any city initiated Public Art project, the city shall take into account the on-going maintenance and repair anticipated throughout the lifespan of the project in its operating and maintenance budgets.
 6. Artist or provider may request a specific site. However, each placement will be evaluated based upon suitability of the Public Art for the site. The Public Art Selection Committee will make a recommendation to the City Council concerning an appropriate site the Public Art.
 7. In the judgment of the majority of the Public Art Selection Committee and the City Council, the Public Art must be appropriate for display to the general public.
 8. If the proposal accepted by the city is a concept design for Public Art then the final product must match the approved concept design.

Process for Selection

Public Art may be acquired through limited competition, open competition, artist invitation, or direct purchase. The process for evaluating proposals is as follows:

1. Proposals for placement of Public Art must be made in writing to the city.
2. Public comment period announced whereby the city can obtain feedback from the community.
3. Evaluation by an advisory Public Art Selection Committee selected by the City Council on project by project basis.
4. Public Art Selection Committee shall make an advisory recommendation regarding the proposed Public Art to the City Council based upon the public comment and the Public Art Selection Committees' perspectives, input, experience, and knowledge.
5. Action by the City Council.

Public Review and Comment Period

Each Public Art proposal will be announced to the public at a regular City Council meeting and then made available for public review and comment for a minimum of thirty (30) days after the Public Art Selection Committee's recommendation has been submitted to the City Council.

Required Information for Public Art Proposal

The written Public Art proposal submitted to the city must include the following:

1. A photo or drawing of the Public Art.
2. Appraised value of the Public Art.
3. Description of materials used to create Public Art, including materials needed to display/secure the Public Art.
4. Dimensions of Public Art including appropriate base materials needed at the public site.
5. Description, including materials, dimensions, wording and location, of interpretive signage for the Public Art.
6. Statement regarding relationship to proposed site including aesthetic, cultural, or historic ties.
7. Statement of probable lifespan of the Public Art and annual maintenance needed to maintain Public Art integrity.
8. Statement as to whether the Public Art is unique or duplicates other work by the same artist.

Composition of the Public Art Selection Committee

The Public Art Selection Committee is not a standing committee of the city and each Public Art Selection Committee will be appointed on a project by project basis by the City Council. Each Public Art Selection Committee will consist of a minimum of seven (7) members. The seven (7) members shall be as follows:

1. One (1) interested member of the community-at-large.
2. One (1) City Council member.
3. One (1) representative of the City's Parks and Trails Board.
4. One (1) representative of the City's Heritage Preservation Board.
5. One (1) representative of the City's Public Works Department.
6. One (1) member of the architect or design team, or of the non-public site owner, if applicable. If no architect, design team member, or non-public site owner is involved, an interested member of the community-at-large will be appointed.
7. One (1) arts professional, if available. A qualified member and/or staff member of the Minnesota State Arts Board or Metropolitan Regional Arts Council, or Minnetonka Center for the Arts may serve in this capacity. Appointments will specifically exclude dealers, agents or representatives of artists applying or working before or with the panel.
8. Wayzata Historical Society Liaison: When the site under consideration is located within or near a locally or nationally designated historic property (or upon any individually designated city of listed property, the City Council will request the appointment of one (1) liaison from the Wayzata Historical Society to serve on the Public Art Selection Committee. The liaison shall be appointed by the Wayzata Historical Society Board.

Duties and Responsibility of the Public Art Selection Committee

In all cases, a Public Art Selection Committee decision is an advisory recommendation, with final authority remaining with the City Council. The Public Art Selection Committee shall work within parameters established by the City Council including overall budget, site constraints, and program goals. The Public Art Selection Committee's duties may include the following:

1. Based on the established budget, develop a realistic project scope, and determine if the budget is sufficient to warrant advertising for artists locally, regionally or nationally.
2. Drafting, printing and distributing a Request for Proposal (RFP) plus any specific instructions relative to the chosen site. The RFP will provide a clear statement of project goals, a copy of the site plan, if applicable, and any other materials or considerations related to the project review.
3. Advertise for RFP using normal distribution methods, providing adequate time for artist response.
4. Review, evaluate, and discuss credentials, proposals and/or materials submitted by the artists.
5. Via majority vote, recommend the award of the commission or decide to further investigate any chosen finalists.
6. If further investigation of finalists is decided, draft a list of information and/or additional materials required. Conclude investigation as rapidly as possible, convene for further discussion and, via majority vote, recommend the award of the commission.
7. Inform the City Council in writing of the Public Art Selection Committee's advisory recommendation and cite reasons for their decision. If the Public Art Selection Committee cannot reach an agreement on an advisory recommendation, the matter will be referred to the City Council.
8. The Public Art Selection Committee retains the right to make no advisory recommendation if, in its opinion, there is insufficient merit among the submissions. If this occurs, the City Council will determine whether to recommend that the Public Art project be abandoned, begin a new selection process, or take some other course of action.

Criteria for Review

The Public Art Selection Committee will make a recommendation based upon the following criteria:

1. The proposed Public Art should be compared with the artists' best work and the best works in the city's collection. The acquisition should strengthen, rather than dilute the city's collection.
2. If the Public Art is to be erected outdoors, the physical condition of the Public Art should be considered in terms of durability in an outdoor setting. Any requirements for immediate or future conservation should be noted.
3. The Public Art must add interest and meaning to the public location in which it is placed.
4. The Public Art must be compatible in scale, material, form and content with its surrounding and form an overall relationship with the public location. Public Art must conform to any existing Master Plan for the site.

5. The Public Art must have social, cultural, historical and physical context to both the public location, both existing and planned.
6. The Public Art must have a “Home Town” feel and celebrate the proud history of the lake.
7. The city’s overall collection shall strive for diversity in style, scale, media, and artists.
8. Public Art whose message is exclusively religious in nature will not be accepted.
9. Public Art whose message is exclusively political in nature will only be considered if the political message is of a historical context.

Deaccessioning Public Art

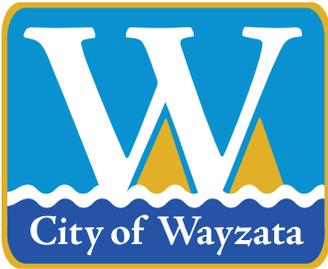
Deaccession is a procedure for the removal and disposal of Public Art from city ownership. The city shall remove and dispose of Public Art in its collection when it finds such action to be in the best interest of the public based upon the following:

1. As a means of improving the quality of the city’s Public Art collection
 - a. The Public Art has no relevance to the collection or serves no exhibition function.
 - b. The Public Art has a duplicate in the collection.
 - c. The Public Art no longer meets the current standards for Public Arts.
2. Due to concerns for public safety when a Public Art becomes a hazard or a public liability.
3. The Public Art is in a seriously deteriorated condition.
4. Removal should not be based on current fashion or taste. Attention should be paid to maintaining a Public Art collection which forms a continuum of the city’s “Home Town” feel.

Recommendations for removal shall be made to the City Council who will then make a recommendation based upon the public benefit of the action to the City Council for final approval.

Each request for removal will be announced to the public a regular City Council meeting and then made available for public review and comment for a minimum of thirty (30) days before action is taken by the City Council.

Once approval for removal is granted, the Public shall be disposed of in accordance with Minnesota Statutes Chapter 471.



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

Mayor:
Ken Willcox

City Council:
Bridget Anderson
Johanna McCarthy
Andrew Mullin
Steven Tyacke

**Interim City
Manager:**
Doug Reeder

Date: February 10, 2016
To: Mayor Willcox and Councilmembers
From: Jeff Thomson, Director of Planning and Building
Subject: Extended Service Agreement with Groundworks

On December 15, 2015, the City Council approved in concept the Lake Effect Conservancy structure, mission, role and partnership agreement philosophy. At that meeting, City Council also reviewed a contract addendum with Mary deLaittre, to extend the service agreement to include engagement and creation of the Lake Effect Conservancy. The City Council provided feedback on the extended service agreement, and asked that staff bring back a revised contract to address the questions and comments that were addressed.

To follow-up on the contract addendum, the City Council held a workshop meeting on January 19, 2016 to discuss the Lake Effect Project, and walk through the next phase of the project, including design, planning and organizational development for the Lake Effect Conservancy, fundraising, and ongoing communication. The purpose of the workshop was to provide the background information and future timeline for the items related to the contract addendum with Groundworks.

Based on the City Council discussion and workshop meeting, Mary deLaittre has provided a revised contract addendum. The contract would be from April 2016 to March 2017. City Staff recommends that the City Council approve the contract addendum as drafted.

Attachments:

Memo from Mary deLaittre
Draft Contract Addendum
Existing Consulting Services Agreement with Mary Elizabeth deLaittre
Lake Effect Timeline
Lake Effect Implementation Strategy
December 15, 2015 City Council minutes
January 19, 2016 City Council workshop minutes

Mary Elizabeth deLaittre

MEMORANDUM

TO: Mayor Willcox and Councilmembers
FROM: Mary deLaittre, Lake Effect Project Consultant
DATE: 9 February 2016
RE: Lake Effect Signature Project Next Phase

The Lake Effect will transition into the next phase with the delivery of the Signature Project schematic design package and subsequent Council approval of the package.

To date, the project is on track as outlined in the Lake Effect Strategic Plan (see attached file):

- The Signature Project DRAFT schematic design will be delivered in February 2016 with the final schematic design package delivered in April
- The Conservancy has been approved in concept and the initial Founding Board designees approved

Similarly, over the last 11 months, Mary deLaittre and the Groundwork team of consultants have fulfilled the scope of services and deliverables outlined in the March 2015 Council approved extended services agreement. As primary consultant coordinating and implementing the project, we have delivered:

- Nationally released Request for Proposal
- Designer Selection Committee selection and meetings
- Selection of design team Civitas
- Steering and Technical Committee selection and meetings
- Schematic design development process
- Community engagement events
- Approval of Conservancy and Founding Board Designees
- On-going supportive communications including all platforms and Wayzata systems, and supporting print materials.

Of the approved \$100,000 contract we have currently billed \$80,900 through January 2016 or 11 months of the 13-month contract.

Timely preparation for, and implementation of, the next phase of the Lake Effect Signature Project, contingent upon the Council approval of the schematic design package, is imperative to maintain the momentum of the project and its successful completion. The next phase includes (please see attached timeline for details):

- A series of project related strategic plans and a public/private partnership agreement
- Conservancy organizational development
- Fundraising for initial short term goals followed by capital, m/o and organizational costs
- Design development and construction documents, permits and bids
- A series of City approvals
- On-going communication

The above listed items are essential to a possible 3rd quarter 2017 construction start date.

Mary deLaittre and the Groundwork team currently provides the expertise in project coordination, organizational development and communications and can continue to shepherd the Lake Effect Project forward, fulfilling the scope of services and deliverables outlined in the addendum to the extended services agreement attached.

Mary Elizabeth deLaittre

Under the proposed addendum, the Groundwork team will continue to work hand in hand with City of Wayzata staff and their consultants. Wayzata staff and consultants will provide (or continue to provide) the following services:

- Interim City Manager – Project leadership
- Director of Planning and Building – Project oversight
- City Engineer/Assistant Director of Public Works – technical project management including oversight/approval of design and development construction documents, permitting and bidding
- Communications Specialist – Coordinate dissemination of project information through Wayzata channels and platforms
- Legal – Provide expertise in creating 501c3 and public/private partnership agreement
- Accounting – Provide services to create and maintain accounting systems and processes.

Mary Elizabeth deLaittre

9 February 2016

Doug Reeder - Interim City Manager
Jeff Thomson – Planning and Building
City of Wayzata
600 Rice Street East
Wayzata, MN 55391-1799

Ref: Addendum to Extended Service Agreement for Phase 2 Lake Effect

This letter, when signed by the City of Wayzata and Mary deLaittre, will serve as an amendment to the consulting services agreement made and entered into effective as of September 8, 2014 by and between the City and Ms. deLaittre d/b/a Groundwork: The Foundation for City Building (the "Agreement"). All of the terms of the Agreement, as amended in March 2015, shall continue to be in effect unless amended in this letter.

Upon completion of the Services described in the 4 March 2015 Addendum and amendment to the Agreement Mary deLaittre ("Consultant") and sub-consultants to Consultant will commence to provide the following general services and deliverables ("Services" and "Deliverables") for the City of Wayzata as outlined in the Strategic Implementation Plan (a copy of which is attached this letter), the attached 18 Month DRAFT Plan (attached) and as further defined and outlined below.

Strategic Project Implementation Services:

Timeframe: April 2016 – March 2017

Services and Deliverables:

On-going project coordination

Coordinate Schematic Design package delivery and Council approval

Coordinate and develop:

- Project strategic plan and Council approval

- City and Conservancy agreement and Council approval

- Conservancy strategic plan

- Conservancy organizational development

- Public/private fundraising strategy and Council approval

Coordinate with City design development and construction documents, review and approval process

Coordinate with City the permitting and bid process

Coordinate Council approval of bid package

Ongoing fundraising for design, capital, m/o, programming and conservancy.

Fee: Contract not to exceed \$72,000 @\$6000/month retainer

(hourly examples: 15 hours/week @\$100/hr or 30 hours/week @\$50/hr (original fees \$200/hr))

Communications Services:

Ongoing communications strategy and content development for all communications platforms and Wayzata systems for Signature Project, Conservancy and fundraising, and fundraising materials.

Fee: Contract not to exceed \$36,000

Graphic Design:

Ongoing visual/identity support for Signature Project, Conservancy and fundraising materials

Fee: Contract not to exceed \$8,000

Mary Elizabeth deLaittre

Website:

Create and maintain new website for Signature Project, Conservancy and fundraising.

Fee: Contract not to exceed \$12,000

Misc. Expenses:

Events, printing, copying, mailing etc

Not to exceed \$14,000.00

The City, at its option, may suspend or terminate any part of the Services, Deliverables and Misc. Expenses referenced above without any further financial or other obligation with respect to such terminated items, upon 30 days' advance written notice to Consultant.

Accepted and Agreed To:

Consultant:

City of Wayzata:

Mary deLaittre
Founder and Principal
Groundwork: The Foundation for City Building

Doug Reeder
Interim City Manager

Ken Willcox
Mayor

CONSULTING SERVICES AGREEMENT

This consulting services agreement (this "Agreement") is made and entered into effective as of September 8, 2014 (the "Effective Date"), by and between the City of Wayzata, Minnesota (the "City"), and Mary Elizabeth DeLaitre d/b/a Groundwork: The Foundation for City Building (the "Consultant"), (collectively, the "Parties").

WHEREAS, Consultant has been engaged by the City to provide professional consulting services related to implementation of the City's Lake Effect Project; and

WHEREAS, the City and Consultant wish to confirm and memorialize certain terms related to the services and deliverables Consultant will be providing to the City.

NOW THEREFORE, the City and Consultant agree as follows:

1. **Scope of Work.** Consultant shall provide the services and deliverables (collectively, the "Services") that are detailed in the letters from Consultant, dated September 8, 2014 and March 4, 2015, attached hereto as Exhibit A (the "Statements of Work"), according to the timetable and other terms therein, and in accordance with best practices and industry standards.
2. **Compensation.** The City shall pay Consultant as specified in the Statements of Work. The City shall not withhold monies for the payment of any federal or state income taxes, social security benefits, or other taxes.
3. **Term of Engagement.** Consultant is engaged as an independent contractor pursuant to this Agreement as of the Effective Date and will continue to be so engaged until all of the Services are delivered according to the terms hereof. Notwithstanding the foregoing, the City may terminate Consultant's engagement immediately, upon notice and without further obligation, if Consultant materially breaches this Agreement.
4. **Independent Contractor Relationship.** It is expressly understood that Consultant is an "independent contractor" and not an employee of the City. The Consultant shall have control over the manner in which the Services are provided under this Agreement. Unless specified otherwise in the Statements of Work, the Consultant shall supply, at Consultant's sole expense, all materials, supplies, equipment and tools required to accomplish the Services. Consultant shall not be entitled to, nor will Consultant receive, any benefits from the City, including, without limitation, insurance benefits, sick and vacation leave, workers' compensation benefits, unemployment compensation, disability, severance pay, or retirement benefits from the City.
5. **Indemnification.** The Consultant agrees to defend and indemnify the City, and its employees, officials, volunteers and agents from and against all claims, actions, damages, losses and expenses arising out of the Services.
6. **General Provisions.**

- A. Entire Agreement. This Agreement supersedes any prior or contemporaneous representations or agreements, whether written or oral, between the Parties and contains the entire agreement.
- B. Assignment. The Consultant may not assign this Agreement to any other party without the express, prior written authorization of the City.
- C. Ownership. All creative works and other intellectual property related to the deliverables that are part of the Services are works made for hire for the City, and to the extent any such intellectual property is not deemed a work made for hire, Consultant hereby assigns all right, title and interest in and to such intellectual property to the City.
- D. Amendments. Any modification or amendment to this Agreement shall require a written agreement signed by both Parties.
- E. Governing Law; Jurisdiction. This Agreement shall be construed in accordance with governed by the laws of the State of Minnesota. The parties agree to submit to the jurisdiction of the courts of the State of Minnesota, and that any litigation regarding this Agreement will be brought in the state or federal courts that lie in Hennepin County, Minnesota.
- F. Waivers. The waiver by either Party of any breach or failure to comply with any provision of this Agreement by the other Party shall not be construed as, or constitute a continuing waiver of such provision or a waiver of any other breach of or failure to comply with any other provision of this Agreement.
- G. Savings Clause. If any court finds any portion of this Agreement to be contrary to law or invalid, the remainder of the Agreement will remain in full force and effect.
- H. Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same document. Facsimile and scanned copies shall be deemed originals for all purposes.

Accepted and Agreed To:

 4/14/15
 Mary Elizabeth DeLaitre d/b/a Groundwork:
 The Foundation for City Building

City of Wayzata, MN
 By  Heidi Nelson, City Manager
 By  Ken Willcox, Mayor

Exhibit A:

Letters of Consultant dated September 8, 2014 and March 4, 2015



8 September 2014

Heidi Nelson - City Manager
Bryan Gadow – Assistant City Manager
City of Wayzata
600 Rice Street East
Wayzata, MN 55391-1799

Ref: Services Agreement

Mary deLaittre will provide the following services and deliverables for the City of Wayzata for the agreed upon budget as defined below:

Project Scope

Time frame: August – November 2014.

There are three primary components to this scope of work, each component informing the next:

- I. Gather information on Proposed Lake Effect Project Particulars
- II. Investigate Organizational Structure
- III. Develop Implementation Strategy Recommendations

Deliverables

Consultant hours will be up to approximately 40-hours for each component of scope
One or more Council workshops per component
Presentation materials
Final recommendations report

Fees

Rate: \$200/hour
Approximate total hours: 120
Contract not-to-exceed amount: \$24,000

Supplemental Communications Services

These services include:

- Build on Phase I Communications Scheme
- Develop interim communications plan
 - Provide messaging content for updates

Hours, Fee and Deliverables

50 hours includes basic communication plan and content for 4 monthly updates on various communication platforms
Contract not-to-exceed amount \$6,000 (50 hours x \$120/hr)

Any changes to this agreement will need to be mutually agreed upon. Invoices will be submitted monthly and checks will be made out to Mary deLaittre.

Mary deLaittre
Founder and Principal
Groundwork: The Foundation for City Building

Heidi Nelson
City Manager
City of Wayzata

Mary Elizabeth deLaittre

4 March 2015

Heidi Nelson - City Manager
Bryan Gadow – Assistant City Manager
City of Wayzata
600 Rice Street East
Wayzata, MN 55391-1799

Ref: Extended Service Agreement Phase 2 Lake Effect

Mary deLaittre and sub-consultants will provide the following general services and deliverables for the City of Wayzata as outlined in the Strategic Implementation Plan and defined below. Please see attached supplemental sheets for Jury and Initiative Board Selection Processes and City Council Roles and detailed 12-month work plan.

Strategic Implementation Services

Project Scope

Time frame: March 2015 – March 2016

There are three primary phases to this scope of work as defined by the Strategic Implementation Plan Action Steps and Timeline:

- I. March – July Process to select and contract design team
- II. July – January 2016 Concept development and design delivery
- III. January – March 2016 Organizational development

Deliverables

Phase 1 (March – July 2015):

Identify and cultivate project partners
Write and distribute RFP
Select Designer Jury
Manage designer selection process and contract design team
Develop and implement communications and engagement plan

Phase 2 (July – January 2016):

Manage concept design process and delivery
Coordinate community and funder engagement
Identify and cultivate Initiative Committee (transition committee from Jury to Organizational Board)
Produce design concept public unveiling

Phase 3 (January – March 2016):

Manage transition period
Evaluate project and determine organizational development strategy/implementation
Launch Lake Effect Phase III – Organizational Development, Fund-raising and Schematic Design thru Construction

* All phases include on-going client interface and regular City Council updates.

Fee:

Rate: Reduced rate of \$150/hour (originally \$200/hour)

Phase 1 – 15 hours/week x 3 months - \$27,000

Phase 2 – 10 hours/week x 6 months - \$36,000

Phase 3 – 5 hours/week x 3 months - \$9,000

Contract not-to-exceed amount: \$72,000

OR For greater flexibility monthly retainer \$6000

Mary Elizabeth deLaittre

Supplemental Communications Services

These services are implemented on both a monthly basis (based on communications platform and schedule) and by project milestone and include:

- Develop and implement communications and engagement plan
- Project positioning and on-going message management, in consultation with project manager
- Media Relations – Write news releases and pitch local/regional media
- Website Refresh – Consult on design changes and review/update content
- E-News Refresh – Consult on design changes
- Develop content for internal channels (i.e., Lake Effect website and e-news); make content available for external channels managed by partners
- Participate and/or consult for community meetings and partner meetings, as needed
- Develop content for and/or edit print pieces, including flyers and reports, as needed

Fee:

Contract not-to-exceed amount \$15,000

Supplemental Graphic Design Services:

Services include building on Phase 1 design and providing visual/identity support where needed.

Fee:

Contract not-to-exceed amount \$5000

Misc. Expenses:

Design team interview stipend, designer selection process expenses, community engagement related expenses, printing, and other expenses to be determined and reviewed by client
not to exceed \$8000

Any changes to this agreement will need to be mutually agreed upon. Invoices will be submitted monthly and checks will be made out to Mary deLaittre.

Mary deLaittre
Founder and Principal
Groundwork: The Foundation for City Building

Heidi Nelson
City Manager
City of Wayzata

Mary Elizabeth deLaittre

Extended Services Agreement Phase 2 Lake Effect
Supplemental Information
4 March 2015

Jury and Initiative Board Selection Processes and City Council Roles

Jury Selection:

The Wayzata City Council, with support from Consultant and Staff, will identify 1-2 City Council members to be on the jury as well as select the remaining 7-10 Jury members.

The process includes:

- 1-2 Council members will be selected by the full Council at regularly scheduled Council meeting
- The full Council will select the remaining 7-10 Jury members at a follow-up Council workshop
- Jury member selection, supported by Consultant and Staff, will focus on member professional expertise, institutional and community representation and funder/partner representation.
- The full Jury will be responsible for reviewing RFP responses, selecting three finalists, interviewing the finalists and selecting a winning design team.

Initiative Board Selection:

The Wayzata City Council will select the follow-up Initiative Board, which will build on the Jury and ultimately transition into a Board of Directors for the Proposed Lake Effect Development Organization.

The Process includes:

- The initial 1-2 City Council member/s appointed to Jury will remain on Initiative Board
- The full City Council will select the remaining 3-6 Initiative Board members at a Council workshop.
- Initiative Board selection, with Consultant and Staff support, will focus on member expertise and representation as it relates to the creation of a Lake Effect Development Organization
- The Initiative Board role will include meeting with the design team when in town and providing input related to concept development, project implementation and fundability.

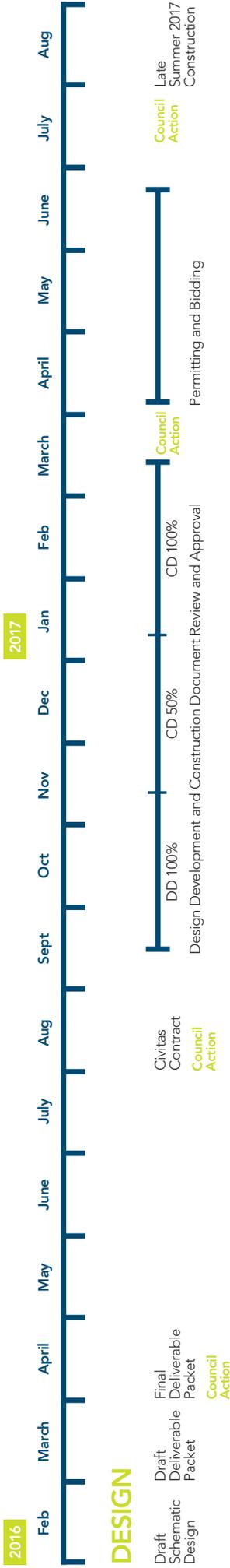
Lake Effect Development Organization Board Selection:

The Wayzata City Council and the Initiative Board will select the final Lake Effect Development Organization Board. The process has yet to be defined but the Development Organization Board will build on the Initiative Board and reflect the needs of the fledgling Development Organization, project scope and funding requirements.

The Lake Effect Implementation Strategy Plan and Timeline

Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12
Project Deliverables											
Ongoing Coordination, Staff and Council Communication	Ongoing Coordination, Staff and Council Communication	Ongoing Coordination, Staff and Council Communication	Ongoing Coordination, Staff and Council Communication	Ongoing Coordination, Staff and Council Communication	Ongoing Coordination, Staff and Council Communication	Ongoing Coordination, Staff and Council Communication	Ongoing Coordination, Staff and Council Communication	Ongoing Coordination, Staff and Council Communication	Ongoing Coordination, Staff and Council Communication	Ongoing Coordination, Staff and Council Communication	Ongoing Coordination, Staff and Council Communication
RFP	RFP	Jury	Negotiate Design Team Contract	Project Management	Evaluate Project	Develop Next Steps	Develop Next Steps				
<ul style="list-style-type: none"> • Research • Write • Staff and CC Review • Distribute 	<ul style="list-style-type: none"> • FAQ 	<ul style="list-style-type: none"> • Review Submissions • Select 3 Finalists • Interview 3 Finalists • Select Winner 	<ul style="list-style-type: none"> • Design Concept Development 	<ul style="list-style-type: none"> • Design Concept Development 	<ul style="list-style-type: none"> • Design Concept Development 	<ul style="list-style-type: none"> • Design Concept Development 	<ul style="list-style-type: none"> • Design Concept Development 	<ul style="list-style-type: none"> • Design Concept Development 	<ul style="list-style-type: none"> • Mission • Structure • Staff • Phasing • Funding • Board 	<ul style="list-style-type: none"> • Mission • Structure • Staff • Phasing • Funding • Board 	<ul style="list-style-type: none"> • Mission • Structure • Staff • Phasing • Funding • Board
Select Jury			Select Initiative Board					Unveil Final Design			
Community and Stakeholder Engagement											
Civic Luncheon			Community Meet the Designers	Stakeholder/cultivation events/meetings	Community Interim Design Presentation	Stakeholder/cultivation events/meetings	Stakeholder/cultivation events/meetings	Community Project Unveiling	Stakeholder/cultivation events/meetings		
Partners			Stakeholder/cultivation events/meetings								
<ul style="list-style-type: none"> • Identify • Introduce Project • Ask for Support 											
Communications											
Revise Website	Revise Website	Revise Website	Revise Website	Revise Website	Revise Website	Revise Website	Revise Website	Revise Website	Revise Website	Revise Website	Revise Website
Email Community Updates	Email Community Updates	Email Community Updates	Email Community Updates	Email Community Updates	Email Community Updates	Email Community Updates	Email Community Updates	Email Community Updates	Email Community Updates	Email Community Updates	Email Community Updates
Media Relations	Media Relations	Media Relations	Media Relations	Media Relations	Media Relations	Media Relations	Media Relations	Media Relations	Media Relations	Media Relations	Media Relations
Communication Materials		Press Release	Press Release	Community Meeting Communication Materials	Press Release	Community Meeting Communication Materials	Press Release				

DRAFT 18 MONTH LAKE EFFECT PROJECT TIMELINE



DESIGN

PLANNING AND ORGANIZATIONAL DEVELOPMENT



FUNDRAISING



COMMUNICATIONS





Implementation Strategy for the Lake Effect Framework

City of Wayzata
Approved
2 December 2014

By **Mary deLaittre**
Founder and Principal
Groundwork: The Foundation for City Building

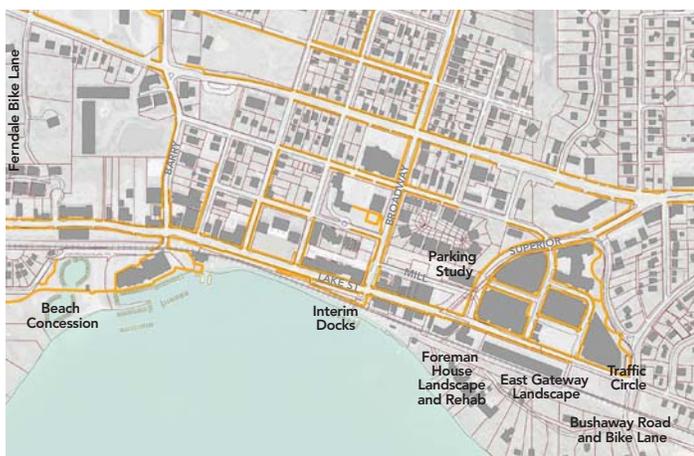
Introduction

The City of Wayzata contracted with Mary deLaittre, Founder and Principal, Groundwork: The Foundation for City Building, from September – November 2014 to develop an implementation strategy for the City sponsored Lake Effect Framework (see Appendix 1 for link to document). The Lake Effect Framework, created by the St. Paul Riverfront Corporation, encompasses both a comprehensive community engagement process and a menu of possible projects that could function as a catalyst for downtown Wayzata/ lakefront revitalization. The process, culminating with the delivery of the Framework document, is considered Phase I of a multi-phase Lakefront revitalization process. The Implementation Strategy kicks off Phase II.

deLaittre worked closely with the Mayor, Council Members and staff, both in meetings and three workshops, to develop a series of strategic approaches and action steps that build on the Framework with the goal to create a signature lake front destination for the city and region.

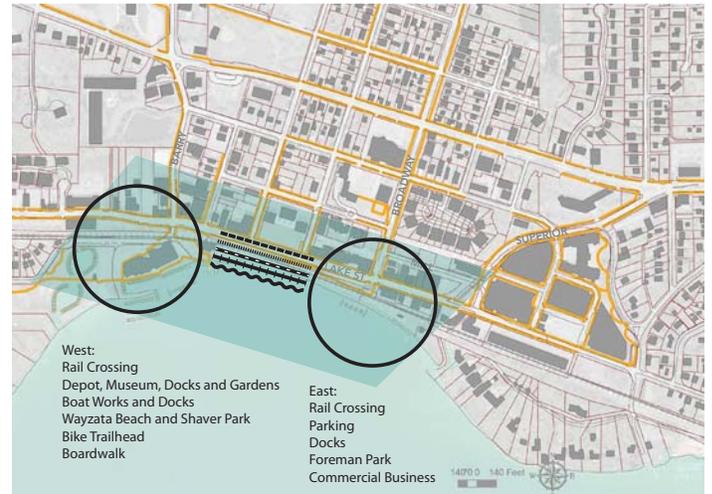
Strategy Approach

After evaluating the approximately 41 proposed Lake Effect projects, deLaittre developed a two-pronged approach to project implementation. The first approach was to identify 10 priority projects based on funding, partnerships and timelines.



Priority projects

The second approach to projects came out of an analysis of the lakefront. The Wayzata lakefront is a convergence of existing assets, challenges and opportunities. This convergence, combined with the proposed Lake Effect projects, provides an opportunity to create one umbrella project, with a comprehensive, integrated design approach, to create a well-connected, year-round civic destination.



Project area, assets and systems

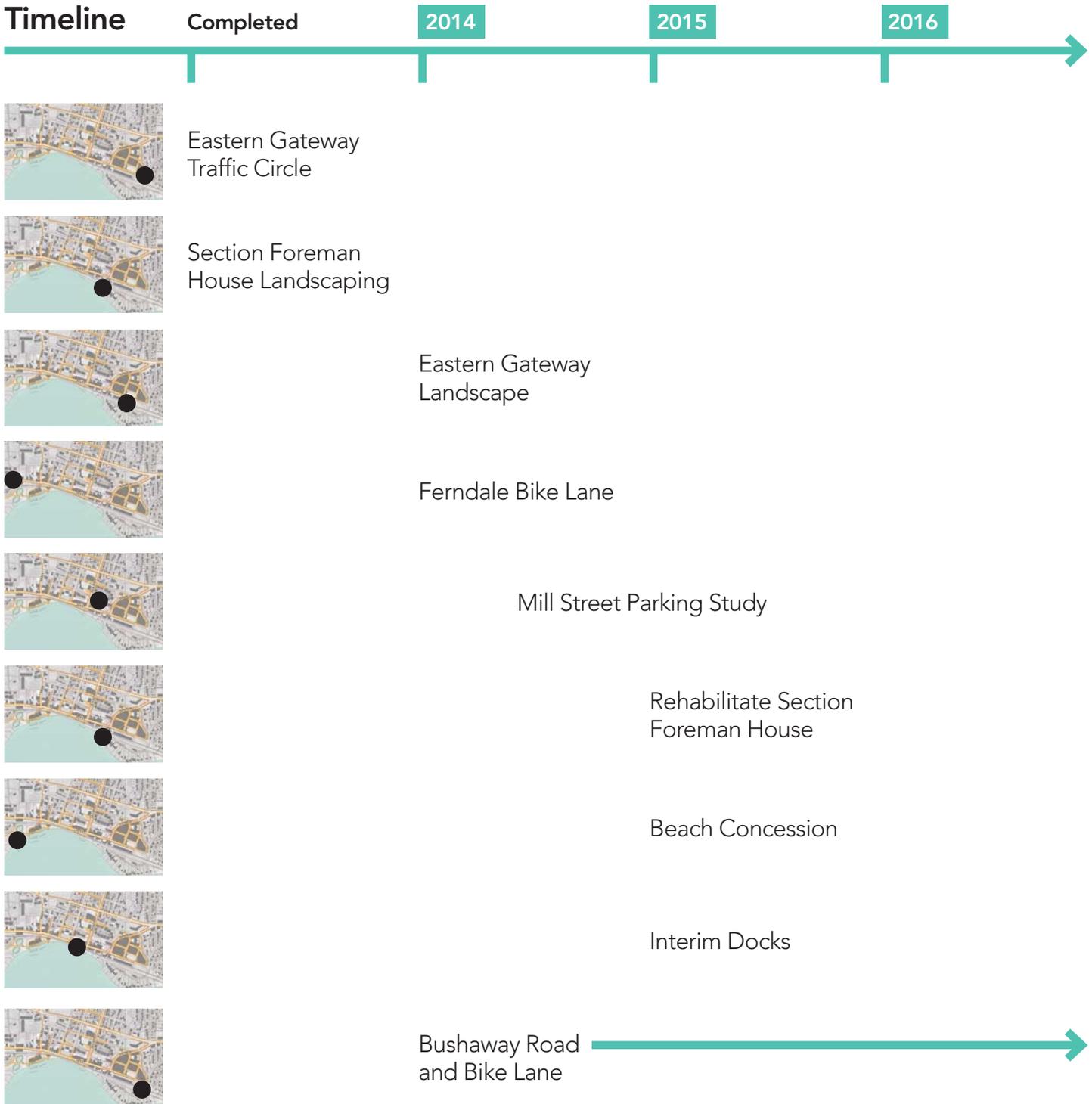
A critical component to project success is creating an independent organization focused on project implementation. The structure of an organization of this sort is dependent on the project type, scope and cost as well as Wayzata's capacity. The proposed approach to creating an organization is incremental, beginning with interim steps to fulfill immediate needs that also lay the groundwork for the formal organization.

Action Steps

The report culminates with strategic action steps and a timeline that tie together the various components outlined in the strategy approaches. If adopted, this step-by-step approach gives decision makers the tools necessary to initiate the lakefront revitalization over the next 15 months.

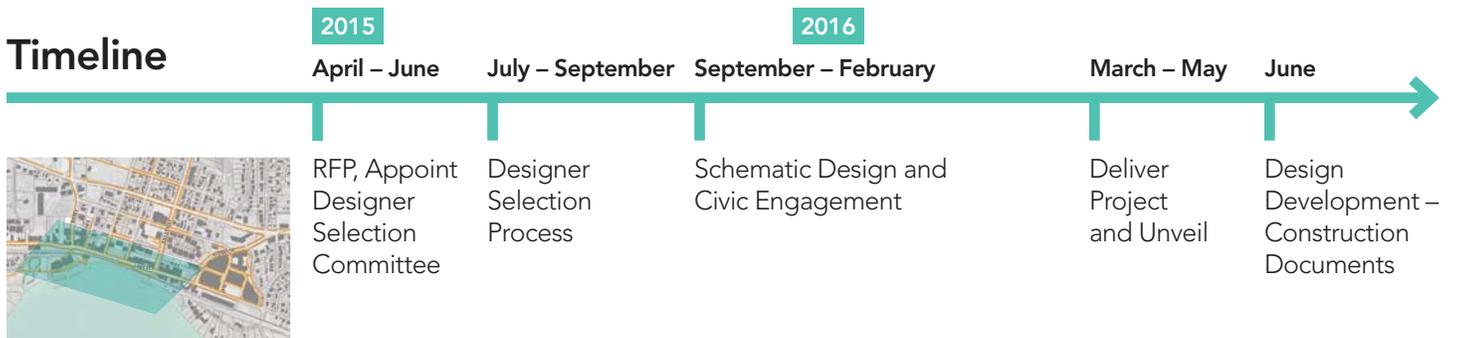
1 Identify Priority Projects

The Lake Effect Framework listed a menu of project options. The first step in creating a Lake Effect Implementation Strategy was to evaluate all of the projects and identify those that were priorities. Evaluation criteria included but were not limited to partnerships, funding and timelines in place (see *Appendix 2 matrices for greater detail*). Those priority projects completed, planned or in process are illustrated below.



2 Create a Comprehensive Signature Project

One of the goals of the Implementation Strategy is to create a signature destination for the City and region that builds on and enhances the existing amenities and connections along the lakefront as well as into the City and beyond. In order to create this destination, and avoid a piecemeal approach to revitalization, a single project with a comprehensive, integrated design approach is recommended. This approach brings the myriad of proposed projects together into one project and is a much more efficient, affordable and successful approach to place making. The modest process outlined below ensures a successfully designed project and provides for opportunities to engage the public early and often as well as sets the stage for future fundraising.



Process Components

Project Deliverables

- Design Concept
- Cost Estimate
- Phasing
- Funding Sources

Project Consultants

- Project Manager and Transition Advisor
- Communications Specialist

Jury Composition

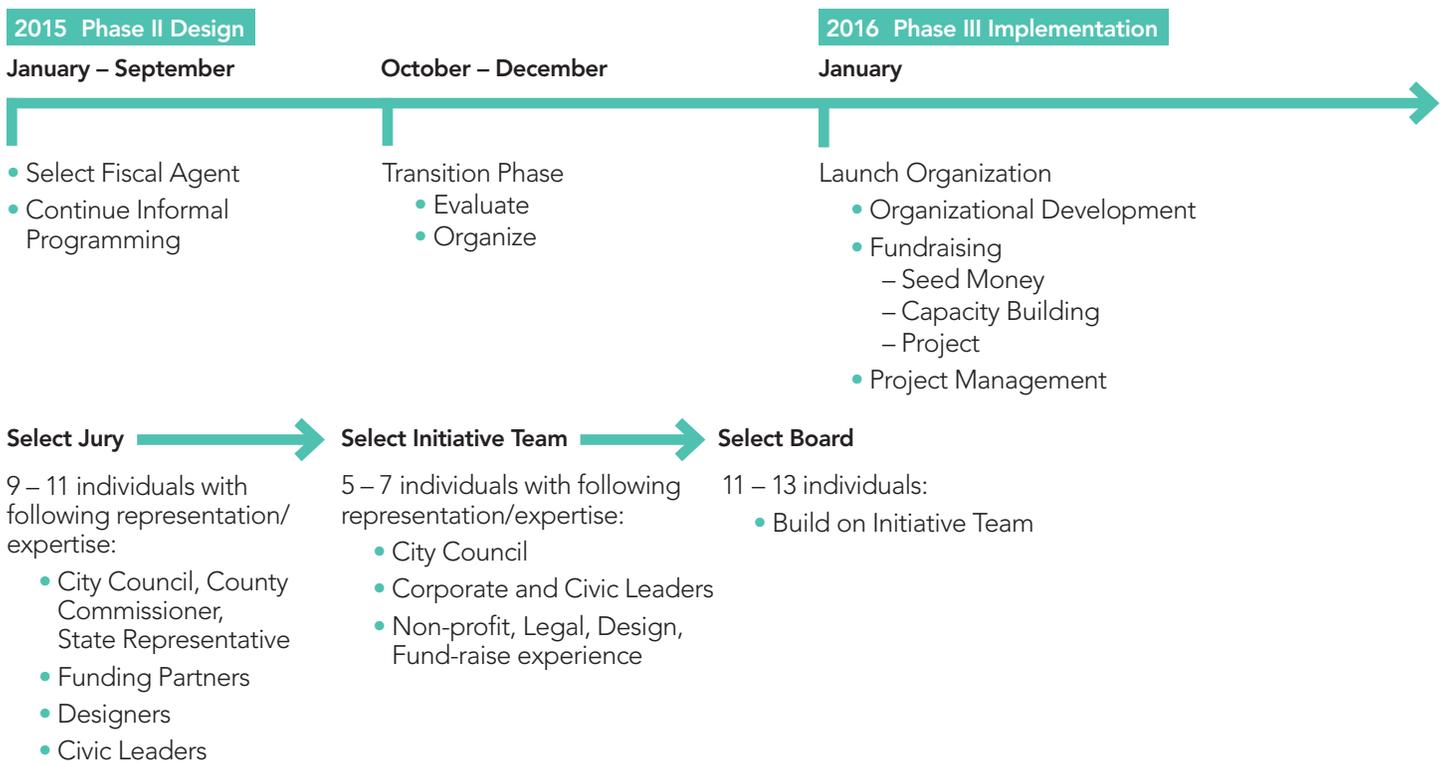
To be discussed with City Council but should include representation from the following groups:

- Funding Partners
- City, County and State Representatives
- Design Community
- Civic leaders

3 Develop A Supporting Organization

To ensure successful project delivery it is imperative to create an organization that oversees project implementation with roles that could include project management, fund raising, programming and long-term maintenance and operations. This organization would ensure continuity of decision making over the years and would be structured to reflect the type, scope, timeline and budget of the signature project as well as the capacity and comfort of City of Wayzata. The hope is to keep not only the organization itself, but also the process of creating the organization, small and incremental, beginning with an interim fiscal agent that will be selected to accept donations and continuing with informal programming for projects in process. To maintain continuity, the designer selection jury will transform into an Initiative Team who will be involved in the design process and charged with organizing the new implementation organization; the Team will then transition into a start-up organizational Board. A small staff or team of consultants will manage the day-to-day organizational responsibilities.

Timeline



Process Components

Organizational Development Criteria

- Project Type, cost, phasing
- Organizational goal, role and responsibility, timeframe

Staffing/Consultants

- Executive Director/Initiative Coordinator
- Fundraiser
- Communications Specialist

Budget Estimate

- \$300k/year 1 start-up

1+2+3 Strategy Action Steps: *Tying It All Together*

The strategy action steps are a consolidation of the approaches previously outlined and broken down into manageable pieces over a 15-month timeframe. The steps and timeframe are not fixed and absolute as ultimately they must suit the needs and timing of the City of Wayzata and often the steps may take more time to realize.

Timeline

Phase II 2014 November / December	2015 January	February / March
1 City Council adopts recommendations	8 Write and distribute RFP	11 Select and contract design team
2 Council commits to new project funding	9 Develop and implement communications and engagement plans	
3 City continues with projects planned and underway	10 Select jury	
4 Set up fiscal agent agreement		
5 Identify project partners		
6 Meet with potential partners and ask for project and funding support		
7 Identify and hire consultants		

March – September

September / October

October – December

Phase III 2016

January

12 Develop design concept

13 Engagement

14 Identify initiative team

15 Design delivered

16 Design public unveiling

17 Transition period to evaluate project and determine next steps for organizational development

18 Launch Phase III

- Organization
- Fundraising
- Project

Mary deLaitre

Marydelaittre.com

Groundworkcitybuilding.com

1 Mr. Tyacke asked if any of the parking across the street was dedicated parking for
2 Wayzata Brew Works. Mr. Thomson responded there were no dedicated spots, but the plan was
3 for Wayzata Brew Works to team up with a valet service and utilize the spots across the street
4 with that service.

5 Mayor Willcox closed the public hearing at 7:32 p.m.

6 Mrs. McCarthy made a motion, seconded by Mrs. Anderson, to approve Micro-Brewery
7 On-Sale Taproom Liquor License, Sunday Micro-Brewery On-Sale Taproom Liquor License,
8 Micro-Brewery Off-Sale Malt Liquor License, Sunday Micro-Brewery Off-Sale Malt Liquor
9 License, and a Micro-Distillery Liquor License for Wayzata Brew Works, LLC DBA "Wayzata
10 Brew Works" at 294 Grove Lane East, #150. The motion carried 5/0.

11
12 **AGENDA ITEM 7. New Business.**

13 **a. Approve Structure and Membership of Lake Effect Conservancy and Approve**
14 **Contract Addendum with Groundwork**

15 Director of Planning and Building Thomson gave a brief overview of the action steps the Council
16 should pursue pertaining to the Lake Effect Conservancy.

17 Ms. Mary deLaitre, Lake Effect Project Coordinator, reported on moving forward with
18 the Lake Effect Conservancy and gave the following recommendations: 1) Create the
19 Organization concept; 2) Appoint the Board Designees; and, 3) Fund the Start-up. The names of
20 the board designees are Rick Born, RBA Consulting, Owner Boat Works; Mick Johnson,
21 President Park Nicollet Foundation; Dan Koch, Onit, LLC, President/Founder; Andrew Mullin,
22 Wayzata City Council Representative; and, Tyler Purdy, Managing Director, Bayview Capital
23 Group.

24 By request of the Council, Ms. deLaitre commented on why an organization like the
25 proposed Conservancy is put in place. She explained that because civic projects take a long time,
26 a Conservancy provides continuity throughout the project, fosters private fundraising
27 opportunities, and is important for long-term maintenance operations and programming.

28 Mrs. Anderson asked for clarification with the language of approving board designees,
29 rather than board members. City Attorney Schelzel stated that the term designee is used because
30 there is not yet a Conservancy board to which people can be appointed. Ms. deLaitre stated these
31 members will be slated to become part of the proper founding board but can become involved in
32 the project and the establishment of the Conservancy prior to that time.

33 Mrs. Anderson asked about the process that was used to select the recommended board
34 members. Ms. deLaitre stated she drafted criteria that would be considered in a good board
35 member, noted how many times a person's name was cross-referenced or recommended, and
36 attempted to put together a diverse group that represents the City of Wayzata. She explained that
37 the remaining board seats would be filled with people on the original list that she was not yet able
38 to contact.

39 Mr. Tyacke stated he has concern under the proposed contract amendment that the City's
40 consultant is the sole source for legal advice and accounting advice, noting it is taking away the
41 decisions from the board members. Ms. deLaitre replied someone has to set up the organization
42 and there is the potential the board members may not be the same throughout the length of the
43 contract.

44 Mr. Tyacke stated he feels it is premature to have consulting before the schematic design
45 is even seen or approved by Council. Ms. deLaitre stated the schematic design will be delivered
46 in late February and the idea is to have everything in place before then. The consulting services at
47 this point are very basic and include providing expertise and shepherding the project through the
48 process, providing expertise on how to set up an organization, setting up accounting services, and
49 basic communications around the creation of the organization.

50 Mr. Tyacke asked why the City's consultant is providing the legal and accounting
51 services for the conservancy under the proposed contract. Mr. Schelzel stated there would be a

1 need for legal and accounting services at the organizational and formation stage of the
2 conservancy, which would be different from the needs of the conservancy on an ongoing basis.
3 Having the City involved in the formation stage would allow the City to make sure the
4 organization was formed with the desired structure, mission and goals. Once the organization is
5 up and running, the board could pursue different legal and accounting services as needed.

6 Ms. Nelson clarified the concept of the Conservancy is that it is a City initiative that runs
7 parallel with the Lake Effect Project. It becomes a shepherding organization that carries the
8 project forward. The work of Civitas will be done in early March. With the schematic design they
9 provide, there will be a detailed plan with phases and associated costs. There needs to be an
10 organization that keeps the fundraising going through each phase.

11 Mrs. Anderson stated she understands the costs and effort that goes into setting up a
12 501(c)(3), and it seems like the City is double paying since it has the staff and other consultants
13 that could do what is needed. It sounds like the proposed Conservancy board is basically a
14 fundraising board. Mrs. Anderson stated she would like to discuss if there is a conflict of interest
15 in having a City Council member sit as part of this board that comes to the Council to ask for
16 approval and recommendations.

17 Ms. Nelson stated if staff can help out with the process at a lower cost, it will happen.
18 The proposal outlined in the contract addendum with the Lake Effect Project Coordinator was just
19 showing up front that there will be costs associated with the start up of the Conservancy and the
20 project designed by Civitas. From a staff perspective, the business that is already handled by the
21 City Manager and Director of Planning and Building is a 'full plate' and the work required with
22 this project could become a full-time job.

23 In response to Mrs. Anderson's previous comment about conflict of interest, City
24 Attorney Schelzel stated every 501(c)(3) should have a conflict of interest policy and would
25 recommend one be adopted for the Conservancy. That policy would require a disclosure of any
26 interests and then a determination pursuant to that policy whether a board member can participate
27 in the discussion and vote on a matter, or needs instead to recuse themselves. He further stated, as
28 he understands that role of the Conservancy, there is nothing that would preclude having a
29 Council member serving on the board of this organization.

30 Mr. Tyacke stated if the City Manager is managing the contract with the Lake Effect
31 Project Coordinator, the Coordinator should instead be paid on an hourly basis for what is
32 needed, since there is no way to know how much time is going to be needed, and then let the
33 board hire who they need to get their job done going forward.

34 Mrs. McCarthy stated she would support the expansion of the Conservancy board to a
35 minimum of seven and possibly nine. There also needs to be Wayzata residents and women on
36 the board with the skill set needed to do the job.

37 Mrs. McCarthy referred to the proposed contract with the Lake Effect Project
38 Coordinator and asked for clarification on the contract fee. Ms. deLaittre stated it is set up as a
39 monthly retainer, and not payment on an hourly basis. She stated it was set up this way because it
40 is a change of role, and will become almost a full-time position at close to 40 hours per week.
41 Due to the amount of time needed, it would be more expensive to pay her on an hourly basis.

42 Mrs. McCarthy stated there is a lot of ambiguity with the "not-to-exceed" amounts
43 outlined in the proposed contract. She requested more detailed information about the scope of
44 services provided, or to have proposals that exceed a certain dollar amount be presented to
45 Council for review and approval, as opposed to getting written approval by the City Manager.

46 Mr. Mullin stated he supports the comments of other Council members about the need for
47 diversity on the Conservancy board. He further stated that the decision before Council for
48 approval needs to be broken down into separate parts: does the Council agree with the concept of
49 the Conservancy, the proposed board members, and what are the consulting services needed to
50 support the project overall.

1 Ms. Cathy Iverson, 220 Central Avenue South, stated she is not comfortable with having
2 one person designate who sits on the Conservancy board and suggested having someone on there
3 that has a design or architectural background. She is concerned with the amount of money that
4 has already been spent on the project.

5 In response to Ms. Iverson's comments, Mr. Willcox stated the criteria for selection of
6 the Conservancy board is different due to the skill set required for the role. He noted that current
7 City staff is fully employed with current projects and if this additional project were given to them
8 to handle, it would be delayed. It is important to have a person designated specifically for this
9 project. He requested more detail in the proposed contract with Lake Effect Project Coordinator.

10 Mr. Mullin made a motion, seconded by Mr. Tyacke, to approve in concept the Lake
11 Effect Conservancy structure, mission, role and partnership agreement philosophy, approve the
12 Board Designees for the future Lake Effect Conservancy Founding Board, and to direct City staff
13 work on more detail for the Contract Addendum with Mary deLaitre to be reviewed and
14 discussed by City Council at a future date.

15 Mrs. Anderson stated the Conservancy board members should go through the same
16 process as people selected for other boards with the City. She will not vote in favor of the
17 Conservancy board designees, not because of who is on the board, but because of the process in
18 how they were selected.

19 Mr. Willcox stated it is a special board that requires a specific talent in fundraising
20 capabilities and it needs to be approached differently.

21 The motion carried 4/1. (Anderson)

22 The Council recessed at 8:36 p.m. and reconvened at 8:43 p.m.

23
24 **b. Consider First Reading of Ordinance No. 756 - Telecommunications**

25 Director of Planning and Building Thomson reported on the Ordinance revisions recommended
26 by the City Council at a previous meeting and the proposed revisions that have been made to the
27 Ordinance by staff in response to Council's direction at that meeting.

28 In response to Mrs. McCarthy's questions about the tower approval process, Mr.
29 Thomson stated a telecommunications company's request to do the work on a city owned tower
30 would be reviewed by staff, but a lease or lease amendment for having equipment on the tower
31 would need approval of the City Council.

32 City Attorney Schelzel stated the final version of the Ordinance that is being considered
33 is the one that was distributed at the meeting, which did not make it into the meeting packet.

34 Mrs. Anderson asked about the authorized locations of towers under the Ordinance, and
35 possibly having a tower on the east side of town. Mr. Thomson stated some alternative locations
36 can be looked at, but the language in the Ordinance needs to remain tight so that towers are not
37 allowed everywhere.

38 Mr. Willcox stated if coverage cannot be accomplished through antennas, then towers
39 will need to be used. Mr. Schelzel stated the way the Ordinance is drafted identifies the two sites
40 the City believes will work. If another viable site is identified, the Ordinance could be amended
41 to include this site.

42 Mrs. McCarthy made a motion, seconded by Mrs. Anderson, to approve the First Reading
43 of Ordinance No. 756, Commercial Telecommunications Facilities and Residential Accessory
44 Communication Devices, as presented.

45 Mr. Schelzel clarified the attachment to Ordinance No. 756, Exhibit A, is the latest
46 version of the Ordinance presented to Council at the meeting.

47 The motion carried 5/0.

48
49 **c. Accept Downtown Parking Project Report**

50 City Manager Nelson presented the proposed final Downtown Parking Project Report. Staff is
51 requesting Council take action to accept the report for use as the project moves forward.

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**WAYZATA CITY COUNCIL
WORKSHOP MEETING MINUTES
January 19, 2016**

5:15 PM MILL STREET PARKING RAMP PRE-DESIGN WITH HGA/WALKER

Mayor Willcox called the workshop meeting to order at 5:15 pm in the Community Room at Wayzata City Hall. Council Members present: Anderson, McCarthy, Mullin and Tyacke. Also present: Interim City Manager Reeder, and Director of Planning & Building Thomson.

Also Present: Mill Street Parking Ramp Steering Committee Members Jack Amdal and Steve Fox, and Consultants Mia Blanchett, Victor Pechaty, and Jonah Ritter with HGA and Terry Hakkola with Walker Parking Consultants.

Mr. Thomson stated that at its meeting on January 5, 2016, the City Council approved the Contract with HGA for pre-design services for the Mill Street parking ramp and street improvements. The Council also approved a Steering Committee to direct and manage the pre-design work with HGA. Mr. Thomson stated that tonight's workshop meeting is the first Steering Committee workshop meeting with the full City Council.

The Council, staff, committee members, and city consultants reviewed a Steering Committee schedule for meetings to be held from January through April 2016.

The representatives from HGA and Walker Parking Consultants presented goals for the project and design options for the parking ramp. The City Council and the Steering Committee discussed the project goals and design options, and provided direction on refining the project program, concept for Mill Street Commons, scale and architectural character, project budget, and project schedule.

6:15 PM DISCUSS LAKE EFFECT PROJECT TIMELINE

Mayor Willcox called the workshop meeting to order at 6:15 pm in the Community Room at Wayzata City Hall. Council Members present: Anderson, McCarthy, Mullin and Tyacke. Also present: Interim City Manager Reeder, and Director of Planning & Building Thomson.

City Consultant Mary deLaittre updated the City Council on the next phases for the Lake Effect Signature Project. She stated that to date, the project is on track and seven of the priority projects have been completed or initiated. She stated that the Signature Project draft schematic design will be delivered in February 2016 with the final schematic design package is to be delivered in April.

Ms. deLaittre stated that timely preparation for, and implementation of, the next phase of the Lake Effect Signature Project, contingent up the Council approval of the schematic design package, is imperative to maintain the momentum of the project and its successful completion. She presented and reviewed a timeline, and explained the various components and points of Council action.

The workshop meetings were adjourned at 6:50 pm.

Respectfully submitted,

Becky Malone
Deputy City Clerk