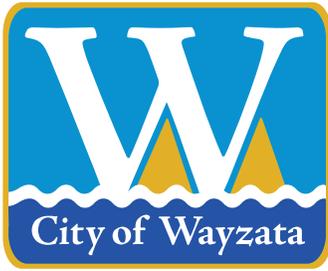


Wayzata City Council Workshop Meeting Agenda  
Wayzata City Hall Community Room, 600 Rice Street  
Tuesday, May 3, 2016

WORKSHOP TOPIC FOR DISCUSSION:

1. Assessing Services Considerations (5:30 PM) Page 2
2. Camp Cambria Classic Concert Special Event Permit Review (6:00 PM or immediately following) Page 21



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

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**Mayor:**  
Ken Willcox

**City Council:**  
Bridget Anderson  
Johanna McCarthy  
Andrew Mullin  
Steven Tyacke

**Interim City  
Manager:**  
Doug Reeder

DATE: May 3, 2016  
TO: Mayor Willcox and Councilmembers  
FROM: Doug Reeder, Interim City Manager  
SUBJECT: City Assessor

The resignation of City Assessor Dan Distel is effective on May 31, 2015 and the City Council needs select a new City Assessor to serve Wayzata for the 2016 property valuations. The City currently has the assessment duties split between Dan Distel who does the residential assessments and Hennepin County which does the commercial assessments.

After extensive inquiries into who might be interested in performing the duties of City Assessor for the City of Wayzata staff has determined that there are five possible choices for City Assessor. I have asked the cities of Minnetonka and Maple Grove who have in house City Assessors if they are interested in contracting with Wayzata and both have declined. The City of Plymouth has recently gone with the County instead of their in house staff. I have listed these below along with the requested cost.

Dan Distel (current 2015 including County cost for commercial)	\$56,796
Erik Skogquist (proposal not yet submitted)	
Dan Witman (requested small increase over 2015 cost)	\$60,000
Rolf Erickson	\$59,900
Hennepin County	\$73,000

The position of City Assessor is a very important position and the individual holding this position will have direct contact with many Wayzata residents and commercial property owners. It is important that these duties be handled in a very professional and friendly manner.

Dan Distel has been City Assessor for 21 years and he has basically continued to keep the records in the same manner which does not utilize modern techniques of record keeping. Therefore in order to meet the County standards and to provide better information to the city staff for other purposes, it is important that whoever takes over the assessing duties be prepared to convert the residential files to a more computerized system. Hennepin County is probably in the best position to do that. In addition it would be good if the new assessor were in

a position to continue serving Wayzata. While the County will probably change personnel from time to time, they would have a consistency of record keeping and assessing methods.

I have included the information given to me from each of the interested parties including a proposed contract from the County. I have invited Hennepin County Assessor James Atchison to attend the meeting.

The City Council is requested to give staff direction on which option they would like to pursue and staff will bring that option back on the next agenda.

Southwest Assessing

P.O. Box 47841

Plymouth, MN 55447

Assessor84@comcast.net

763-473-3978

April 4, 2016

Doug Reeder  
Wayzata City Manager  
600 Rice St. E.  
Wayzata, MN 55391

RE: Assessing Contract

Dear Mr. Reeder:

Thank you for allowing me to submit my bid for the assessing contract for the City of Wayzata. I have been contracting with Minnesota cities to do assessing work since 1979. I currently am the City Assessor for five cities and have five people who work with me. I think that it is beneficial to a city to have a local assessor. Smaller local government is better than larger units of government.

As you know, all property tax assessing activities are prescribed in Minnesota State Statutes. I have attached a document, Expectations of Assessors, which is published by the Hennepin County Assessor and spells out what all local assessors and Hennepin County assessors are expected to do throughout the assessment year. I have also enclosed a memo that explains what is covered by our services and a copy of a sample contract that I use with my other cities. I have included my proposed price for the Wayzata assessing contract in the sample contract.

Please note that I separate my fee into two sections. The first is for labor and transportation and the second is for supplies and materials. The requested amount for labor and transportation is \$57,900. I cap the amount of supplies and materials at \$2,000 annually. The amount billed is not usually that much.

If you have further questions on the supplied information, please contact me.

Sincerely,



Rolf Erickson

TO: Doug Reeder, Wayzata City Manager

FROM: Rolf Erickson, Southwest Assessing 763-473-3978

DATE: April 4, 2016

RE: Wayzata Assessing Price

Yearly Assessing Fee	\$57,900
Total Expenses (maximum)	\$2,000
Yearly Total	\$59,900

This memo has been prepared in response to your request for our price to provide assessing services to the City of Wayzata. We ask for a one year contract and we split the services provided into two categories: monthly fee for labor and transportation and prorated items to be billed separately.

The City of Wayzata has 1742 taxable parcels. The assessing fee listed here is dependent on the following:

The Hennepin County Assessor's Office does not require more work than is statutorily required.

The assessor physically inspects and revalues 20% of all property each year. If property owners are not home at the time of inspection and we believe we do not have adequate interior information, a tag is left on the door requesting that the owner call to schedule an appointment.

The assessor physically inspects and values all new construction, additions and renovations each year.

All taxable parcels in the City are valued each year after analyzing sales that have occurred in the time period specified by the state. Values are posted electronically to the assessment roll and the file is transmitted in prescribed format to Hennepin County.

The assessor maintains and updates the property characteristics of all property types and submits them to Hennepin County's mainframe database.

The assessor attends monthly meetings of all Hennepin County assessors, and additional "residential assessment" meetings, "commercial and industrial" meetings, the annual "Assessment Information and Communication" meeting and other information sessions or training sessions offered by the Hennepin County Assessor's Office.

The assessor administers the homestead classification database including the maintenance of the Social Security Number file.

The assessor maintains a subscription in the Assessor Commercial Exchange (ACE) and completes all data exchanges in the ACE format for submission to the Hennepin County Assessor's Office.

The assessor completes all divisions and combinations of property values.

The assessor conducts valuation reviews prior to the Local Board of Appeal and Equalization and at other times as requested by property owners.

The assessor attends the Local Board of Appeal and Equalization and performs all necessary review appraisals.

The assessor responds by phone or in-person meetings to requests by property owners, general public, government officials, county assessor staff and others regarding assessment or appraisal issues and inquiries.

Requests for tax abatements are initially processed by the assessor and then forwarded with the necessary information to the Hennepin County Assessor's Office for further action.

Hennepin County is responsible for Open Space values on Golf Courses with the local assessor valuing the club house, misc. buildings and the deferred land values.

Hennepin County is responsible for representing the City in all property tax court cases. The local assessor cooperates with the County by providing necessary data.

Additional Expenses that Wayzata would be billed for separately include:

- Prorated Annual Hennepin County Commercial Data Exchange Fee
- Prorated Monthly County Data Fee
- Prorated Marshall Valuation Service
- Prorated Apex Drawing Support
- Office Supplies
- Copying and Printing Costs
- Photos-older photos are being replaced by electronic photos as each quintile is done. This is a requirement of Hennepin County.
- Postage

Prorated Expenses are shared among the cities that we assess and are based on the parcel count in each city.

Total expenses and prorated expenses- Will be no more than \$2,000 per year.

Please let us know if you have additional questions.

Respectfully,  
Rolf Erickson

SAMPLE CONTRACT FOR ASSESSING SERVICES

This contract is made this first day of May, XXX, by and between the City of Wayzata, Hennepin County, Minnesota (hereinafter called the "Municipality") and Rolf Erickson, P.O. Box 47841, Plymouth, Minnesota, 55447 DBA Southwest Assessing, a Minnesota Corporation (hereinafter called the "Contractor")

The Contractor represents that he is a Licensed Minnesota Assessors as required in Chapter 273 of Minnesota Statutes and that he is a qualified real estate appraiser.

**ASSESSING SERVICES:** The Municipality hereby contracts for and the Contractor hereby agrees to cooperate with officials of the Municipality and the County of Hennepin in performing 2017 assessment services as defined in Minnesota Statutes. The Municipality agrees and acknowledges that the manner and the method used in the performance of the assessment duties will be under the control and direction of said Contractor.

**CONTRACT PRICE:** In consideration of the services rendered by the Contractor, the Municipality shall pay to the Contractor at the above stated address, the sum of \$57,900.00 payable in twelve (12) installments of \$4,825.00 beginning June 2106 and ending May 2017.

**TERM OF CONTRACT:** June1, 2016 through May 31, 2017.

The following services are to be billed separately on an as needed basis, not to exceed a total of \$2000.00. Supplies, postage, Hennepin Data Services, software support for commercial valuation software and drawing software.

**FURNISHING OF EQUIPMENT:** The contractor shall provide all transportation necessary for the performance of the services contracted for. The Municipality shall furnish all supplies necessary for the performance of the services contracted for, including the Hennepin County Data fee (total supplies limitation of \$2000 annually-see above).

**ATTENDANCE AT COUNCIL MEETINGS:** The Contractor shall attend the local board of review meeting on the date selected by the Municipality and the Contractor and not to exceed three other Municipality council meetings during the term of the contract.

**LEGAL STATUS:** The parties agree that the Contractor is not required to maintain office hours, shall not receive retirement benefits, health insurance benefits, or any other fringe benefits offered to employees of the Municipality and shall, in all respects, be deemed independent an contractor.

IN WITNESS WHEREOF, the Contractor and the Municipality have executed this Contract this            day of            2015.

City of Medina(Municipality)  
by

Southwest Assessing (Contractor)  
by



## At a Glance

Learn why the Hennepin County Assessor's Office should be your choice for your assessing needs.

***Our mission is to value and classify property, uniformly and accurately.***

## Why Hennepin County?

- Customer Service
- Uniformity & Accuracy
- Trust & Transparency
- Resources & Tools
- Experience & Expertise
- Professional Staff

## Customer Service

Customer service is an important core value of Hennepin County and is an integral part of the Hennepin County Assessor's practical vision and office values.

- We are committed to having professional employees that are equipped with the training and skills needed to effectively educate and serve our stakeholders
- We strive for open communication with stakeholders for an effective partnership
- We engage and respond to customers with care in all situations
- We achieve excellence in valuation and classification at a reasonable cost.

## Assessment Uniformity and Accuracy

Informed staff that are knowledgeable of regional and local markets, rather than just one city

## Trust and Transparency

We are committed to establishing a culture of trust and transparency by enforcing:

- Clear expectations for measurable success
- High level of assessment standards and professional conduct
- Required IT security training
- A commitment by staff to the function of valuing and classifying property for Hennepin County

## Resources and Tools

- Our staff has access to tools such as Pictometry, Marshall & Swift, RecordEase, GIS and licensed valuation publications
- Open Book resources and options including a 'regional' Open Book with multiple locations and times
- Digitized and secure data
- Direct access to legal counsel



# HENNEPIN COUNTY

## ASSESSOR'S OFFICE

### Experience & Expertise

Our team consists of 50 plus staff that collectively has hundreds of years of service and experience in the assessing profession. This does not include additional years of fee appraisal, construction, property management and other real estate experience. In addition, all of our staff receives professional education and continuing assessment training. We have 38 team members with assessment designations through the Minnesota State Board of Assessors, 19 of which are Senior Accredited Minnesota Assessors, the highest level of accreditation given by the State Board of Assessors.

Our staff:

- Includes experts specializing in homesteads, exemptions, Veteran's Exclusions, Open Space, Green Acres, Local Board of Appeal and Equalization and tax court appeals
- Is qualified to appraise all property in Hennepin County
- Is specialized in dealing with executive homes, lakeshore and agricultural properties
- Has valuation modeling & statistical analysis experts
- Has direct access to IT/technical experts, legal experts, real estate tax experts, project managers, trainers and business analysts
- Ensures stability and continuity of staff through mentoring and knowledge transfer

### Professional Staff

Our team consists of well-networked, well educated staff who have connections and resources with colleagues not only in the profession of assessing, but also with other various county resources such as IT, project management, training and education. In addition:

- Many of our staff members are active in professional organizations, giving them better access to education and training resources, networking and a larger influence in guiding related state wide policies
- You can have confidence and trust in staff that undergo background checks, driver's license validations and data security training
- We do not use sub-contractors for appraisal staff.
- We engage our staff by offering fair compensation, good benefits, opportunities for growth and an inviting culture

**AGREEMENT**

THIS AGREEMENT, Made and entered into by and between the COUNTY OF HENNEPIN, a political subdivision of the State of Minnesota, hereinafter referred to as the "COUNTY", and the CITY OF WAYZATA, a political subdivision of the State of Minnesota, hereinafter referred to as "CITY";

WHEREAS, said CITY lies wholly within the COUNTY OF HENNEPIN and constitutes a separate assessment district; and

WHEREAS, under such circumstances, the provisions of Minnesota Statutes, Section 273.072 and Minnesota Statutes, Section 471.59 permit the County Assessor to provide for the assessment of property; and

WHEREAS, said CITY desires the COUNTY to perform certain assessments on behalf of said CITY; and

WHEREAS, the COUNTY is willing to cooperate with said CITY by completing the assessment in a proper manner;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, it is agreed as follows:

1. The COUNTY shall perform the 2017, 2018, 2019, and 2020 property assessment for the CITY OF WAYZATA in accordance with property assessment procedures and practices established and observed by the COUNTY, the validity and reasonableness of which are hereby acknowledged and approved by the CITY. Any such practices and procedures may be changed from time to time, by the COUNTY in its sole judgment, when good and efficient assessment procedures so require. The property assessment by the COUNTY shall be composed of those assessment services

which are set forth in Exhibit A, attached hereto and made a part hereof by this reference, provided that the time frames set forth therein shall be considered to be approximate only.

2. All information, records, data, reports, etc. necessary to allow the COUNTY to carry out its herein responsibilities shall be furnished to the COUNTY without charge by the CITY, and the CITY agrees to cooperate in good faith with the COUNTY in carrying out the work under this Agreement.

3. The CITY agrees to furnish, without charge, office space needed by the COUNTY at appropriate places in the CITY's offices. Such office space shall be sufficient in size to accommodate reasonably one (1) appraiser and any furniture placed therein. The office space shall be available for the COUNTY's use at any and all times during typical business hours, and during all such hours the COUNTY shall be provided with levels of heat, air conditioning and ventilation as are appropriate for the seasons.

4. The CITY also agrees to provide appropriate desk and office furniture as necessary, clerical and secretarial support necessary and reasonable for the carrying out of the work herein, necessary office supplies and equipment, copying machines and fax machines and their respective supplies, and telephone and internet service to the COUNTY, all without charge to the COUNTY.

5. It shall be the responsibility of the CITY to have available at the CITY's offices a person who has the knowledge and skill to be able to answer routine questions pertaining to homesteads and property assessment matters and to receive, evaluate and organize homestead applications. The CITY shall store all homestead applications and homestead data in secure storage meeting the requirements set by the COUNTY. It shall also be the responsibility of the CITY to promptly refer any homestead

application which needs investigation to the COUNTY.

6. In accordance with Hennepin County Affirmative Action Policy and the County Commissioners' policies against discrimination, no person shall be excluded from full employment rights or participation in or the benefits of any program, service or activity on the grounds of race, color, creed, religion, age, sex, disability, marital status, sexual orientation, public assistance status, ex-offender status or national origin; and no person who is protected by applicable Federal or State laws, rules and regulations against discrimination shall be otherwise subjected to discrimination.

7. It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of joint venturers or co-partners between the parties hereto or as constituting the CITY as the agent, representative or employee of the COUNTY for any purpose or in any manner whatsoever. Any and all personnel of CITY or other persons, while engaged in the performance of any activity under this Agreement, shall have no contractual relationship with the COUNTY and shall not be considered employees of the COUNTY and any and all claims that may or might arise under the Workers' Compensation Act of the State of Minnesota on behalf of said personnel or other persons while so engaged, and any and all claims whatsoever on behalf of any such person or personnel arising out of employment or alleged employment including, without limitation, claims of discrimination against the CITY, its officers, agents, CITY or employees shall in no way be the responsibility of the COUNTY, and CITY shall defend, indemnify and hold the COUNTY, its officials, officers, agents, employees and duly authorized volunteers harmless from any and all such claims regardless of any determination of any pertinent tribunal, agency, board, commission or court. Such personnel or other persons shall not require

nor be entitled to any compensation, rights or benefits of any kind whatsoever from the COUNTY, including, without limitation, tenure rights, medical and hospital care, sick and vacation leave, Workers' Compensation, Re-employment Compensation, disability, severance pay and retirement benefits.

8. CITY agrees that it will defend, indemnify and hold the COUNTY, its elected officials, officers, agents, employees and duly authorized volunteers harmless from any and all liability (statutory or otherwise) claims, suits, damages, judgments, interest, costs or expenses (including reasonable attorney's fees, witness fees and disbursements incurred in the defense thereof) resulting from or caused by the negligent or intentional acts or omissions of the CITY, its officers, agents, contractors, employees or duly authorized volunteers in the performance of the responsibilities provided by this Agreement. The CITY's liability shall be governed by Minn. Stat. Chapter 466 and other applicable law, rule and regulation, including common law.

9. COUNTY agrees that it will defend, indemnify and hold the CITY, its elected officials, officers, agents, employees and duly authorized volunteers harmless from any and all liability (statutory or otherwise) claims, suits, damages, judgments, interest, costs or expenses (including reasonable attorney's fees, witness fees and disbursements incurred in the defense thereof) resulting from or caused by the negligent or intentional acts or omissions of the COUNTY, its officers, agents, contractors, employees or duly authorized volunteers in the performance of the responsibilities provided by this Agreement. The COUNTY's liability shall be governed by Minn. Stat. Chapter 466 and other applicable law, rule and regulation, including common law.

10. The COUNTY shall endeavor to perform all services called for herein in an efficient manner. The sole and exclusive remedy for any breach of this Agreement by the COUNTY and for COUNTY's liability of any kind whatsoever, including but not limited to liability arising out of, resulting from or in any manner related to contract, tort, warranty, statute or otherwise, shall be limited to correcting diligently any deficiency in said services as is reasonably possible under the pertinent circumstances.

11. Neither party hereto shall be deemed to be in default of any provision of this Agreement, or for delay or failure in performance, resulting from causes beyond the reasonable control of such party, which causes shall include, but are not limited to, acts of God, labor disputes, acts of civil or military authority, fire, civil disturbance, changes in laws, ordinances or regulations which materially affect the provisions hereof, or any other causes beyond the parties' reasonable control.

12. This Agreement shall commence on August 1, 2016, and shall terminate on July 31, 2020. Either party may initiate an extension of this Agreement for a term of four (4) years by giving the other written notice of its intent to so extend prior to March 1, 2020. If the party who receives said notice of intent to extend gives written notice to the other party of its desire not to extend prior to, April 15, 2020 this Agreement shall terminate on July 31, 2020.

Nothing herein shall preclude the parties, prior to the end of this Agreement, from agreeing to extend this contract for a term of four (4) years. Any extended term hereof shall be on the same terms and conditions set forth herein and shall commence on August 1, 2020. Either party may terminate this Agreement for "just cause" as determined by the Commissioner of Revenue after hearing for such a determination is held by the Commissioner of Revenue and which has been attended by representatives of COUNTY and CITY or which said

representatives had a reasonable opportunity to attend, provided that after such determination, any party desiring to cancel this Agreement may do so by giving the other party no less than 120 days' written notice. If the CITY should cancel this Agreement, as above provided, before the completion of the then current property assessment by the COUNTY, the CITY agrees to defend and hold the COUNTY, its officials, officers, agents, employees and duly authorized volunteers harmless from any liability that might ensue as a result of the non-completion of a property tax assessment.

For the purpose of this Agreement, the term "just cause" shall mean the failure of any party hereto reasonably to perform a material responsibility arising hereunder.

13.A. In consideration of said assessment services, the CITY agrees to pay the COUNTY the sum of Seventy Three Thousand Dollars (\$73,000) for each assessment, provided that any payment for the current year's assessment may be increased or decreased by that amount which exceeds or is less than the COUNTY's estimated cost of appraising new construction and new parcels for the current year's assessment. The amount of any increase or decrease shall be specified in the billing for the current year's assessment.

13.B. Regarding each assessment, in addition to being subject to adjustment in the above manner, said assessment cost of \$73,000 may also be increased by the COUNTY if:

- (1) The COUNTY determines that any cost to the COUNTY in carrying out any aspect of this Agreement has increased, including but not limited to the following types of costs: **new construction and new parcel appraisals, mileage, postage, supplies, labor (including fringe benefits) and other types of costs, whether similar or dissimilar;** and/or
- 2) The COUNTY reasonably determines that other costs should be included in the costs of assessment work.

If the COUNTY desires to increase the assessment cost pursuant to this paragraph 13(B), it shall give written notice thereof by June 15 of any year and such increase shall apply to the assessment for the calendar year next following the current calendar year. Any such notification shall specifically set forth the amount of any new construction and new parcel appraisal charges. Notwithstanding any provisions herein to the contrary, if any such increase, exclusive of any charge for the estimated costs of new construction and new parcel appraisals, exceeds seven and one half percent (7.5%) of the amount charged for the assessment for the then current calendar year, exclusive of any charge for the estimated costs of new construction and new parcel appraisals, the CITY may cancel this Agreement by giving to the COUNTY written notice thereof, provided that said cancellation notice must be received by the COUNTY not later than July 24 of the then current calendar year and said cancellation shall be effective no earlier than five (5) days after the receipt of said notice by the COUNTY and not later than July 31 of said next calendar year. Supportive records of the cost increase will be open to inspection by the CITY at such times as are mutually agreed upon by the COUNTY and CITY.

Failure of the COUNTY to give the CITY a price-change notice by June 15 shall not preclude the COUNTY from giving CITY such notice after said date but prior to September 1 of any year, provided that if such price increase exceeds said ten (10%) - all as above set forth - the CITY may cancel this Agreement if the COUNTY receives notice thereof not later than thirty-nine (39) days from the date of receipt by the CITY of any said late price-change notice, provided further that any such cancellation shall be effective not earlier than five (5) days after COUNTY's receipt of said cancellation notice and not later than forty-six (46) days after the CITY's receipt of any said price-increase notice.

Payment for each assessment shall be made in the following manner:

Approximately one-half (1/2) of the cost of an assessment (the amount payable being set forth in a bill sent by the COUNTY to the CITY) shall be paid by the CITY no later than the fifteenth (15<sup>th</sup>) day of the December which precedes the pertinent assessment year; and the remaining portion of said cost (the amount payable being set forth in a bill sent by the COUNTY to the CITY) shall be paid by the CITY no later than July 15 of the pertinent year.

The COUNTY may bill the CITY after the aforesaid dates and in each such case, the CITY shall pay such bill within thirty (30) days after receipt thereof.

14. Any notice or demand, which may or must be given or made by a party hereto, under the terms of this Agreement or any statute or ordinance, shall be in writing and shall be sent registered or certified mail to the other party addressed as follows:

TO CITY: Mayor, City of Wayzata  
600 Rice Street East  
Wayzata, MN 55391

TO COUNTY: Hennepin County Administrator  
2300A Government Center  
Minneapolis, MN 55487

copies to: County Assessor  
Hennepin County  
2103A Government Center  
Minneapolis, MN 55487

copies to: Assistant County Assessor  
Hennepin County  
2103A Government Center  
Minneapolis, MN 55487

Any party may designate a different addressee or address at any time by giving written notice thereof as above provided. Any notice, if mailed, properly addressed, postage prepaid, registered or certified mail, shall be deemed dispatched on the registered date or that stamped on the certified mail receipt and shall be deemed received within the second business day thereafter or when it is actually received, whichever is sooner. Any notice delivered by hand shall be deemed received upon actual delivery.

15. It is expressly understood that the obligations of the CITY under Paragraphs 7, 8, 11, and 12 hereof and the obligations of the CITY which, by their sense and context, are intended to survive the performance thereof by the CITY, shall so survive the completion of performance, termination or cancellation of this Agreement.

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IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by its duly authorized officers and delivered on its behalf, this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

COUNTY OF HENNEPIN  
STATE OF MINNESOTA

Reviewed by County  
Attorney's Office:

By: \_\_\_\_\_  
Chair of the County Board

Date: \_\_\_\_\_

And: \_\_\_\_\_  
Assistant/Deputy/County Administrator

ATTEST: \_\_\_\_\_  
Deputy/Clerk of the County Board

CITY OF WAYZATA

By: \_\_\_\_\_

Its \_\_\_\_\_

And: \_\_\_\_\_

Its \_\_\_\_\_

City organized under:

\_\_\_\_\_ Statutory \_\_\_\_\_ Option A \_\_\_\_\_ Option B \_\_\_\_\_ Charter

**EXHIBIT A**  
**CITY OF WAYZATA**

During the contract term, the County shall:

1. Physically inspect and revalue 20% of the real property, as required by law.
2. Physically inspect and value all new construction, additions and renovation.
3. Adjust estimated market values on those properties not physically inspected as deemed necessary per sales ratio analysis.
4. Prepare the initial assessment roll.
5. Print and mail valuation notices.
6. Respond to taxpayers regarding assessment or appraisal problems or inquiries.
7. Conduct valuation reviews prior to Board of Review or Open Book Meetings, as determined by the City – approximate dates: March through May 15.
8. Attend Board of Review or conduct Open Book Meeting. Prepare all necessary review appraisals. Approximate dates: April 1 – May 31.
9. Maintain an updated property file – current values, classification data and characteristic data.
10. Prepare divisions and combinations as required.
11. Process all homestead and special program applications.
12. Administer the abatement process pursuant to Minn. Stat. §375.192.
13. Prepare appraisals; defend and/or negotiate all Tax Court cases.



# 2016 Camp Cambria Classic

*Presentation for the Wayzata City Council*

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May 3, 2016

# Agenda

- Camp Cambria and Juvenile Arthritis
- Camp Cambria Video
- 2015 Event Summary
- 2016 Event Summary
- Questions / Discussion



# Camp Cambria Foundation

## OUR MISSION

At the Camp Cambria Foundation, our mission is to raise awareness and funds to benefit the 324,000 children across North America living with juvenile arthritis. Donations received help expand the foundation's continuing efforts to provide comfort and assistance where it is most needed.

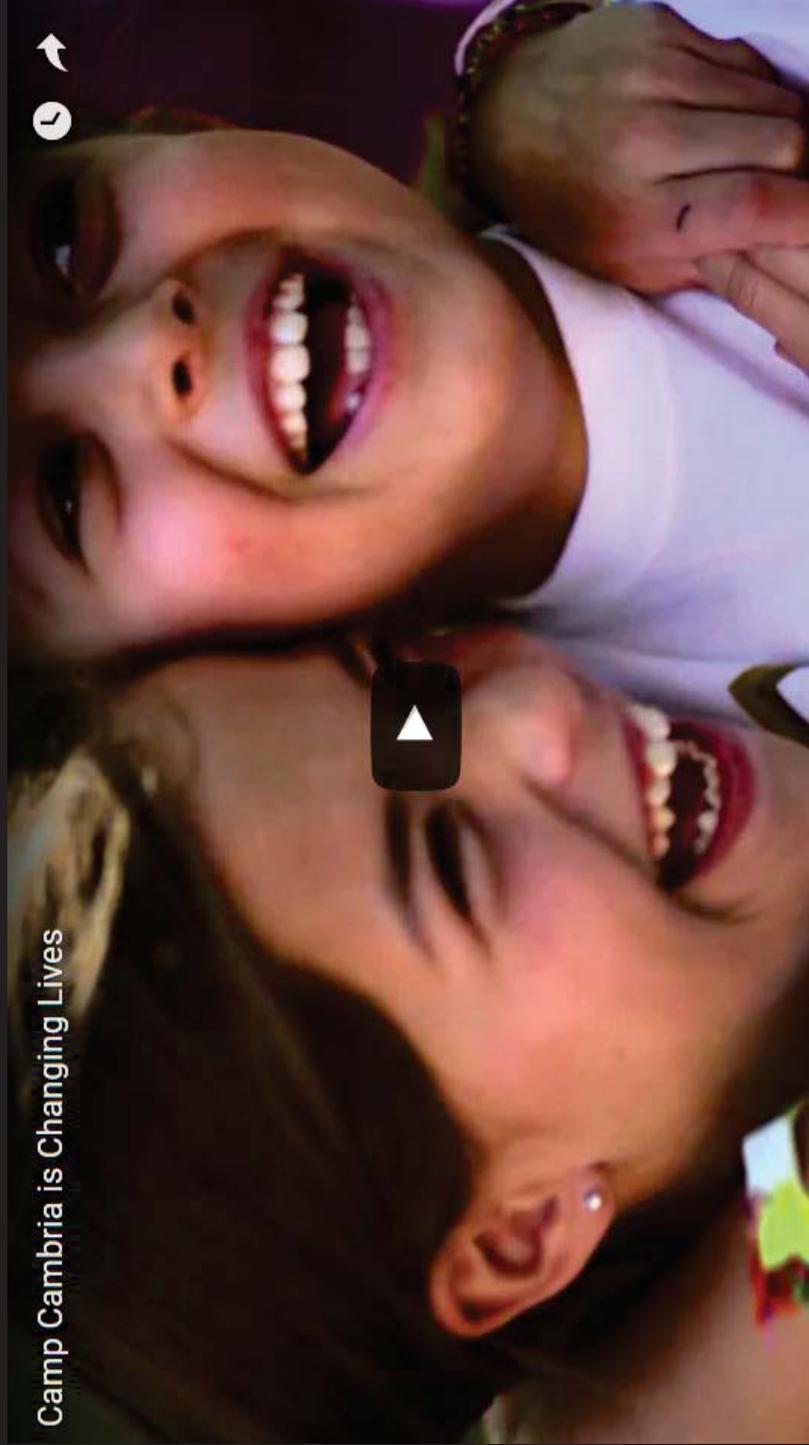


# About Juvenile Arthritis

- Lifelong disease affecting more than 300,000 children across the US
- Destroys joints, bones and muscles making everyday movements and activities difficult and painful



# Camp Cambria Video



[www.CampCambria.org](http://www.CampCambria.org)



# Camp Cambria History

- 2016 will mark the 3<sup>rd</sup> annual Camp Cambria in MN
  - August 7 - 12*
    - 2014: 60 Campers
    - 2015: 75 Campers
    - 2016: 125 Campers
  - 2016 will be the 1<sup>st</sup> expansion of Camp Cambria outside of MN in Ontario, Canada
    - August 21 - 26*
      - 100 Campers
- Future plans include:
  - Additional camps in new markets throughout the U.S.
  - Increasing # of campers in current markets



# 2015 Camp Cambria Classic

- August 10, 2015
- Daytime golf tournament @ Hazeltine
- Evening concert @ Wayzata property
  - 500 attendees
  - Performers: Big & Rich, Gear Daddies, fireworks
  - Security: overnight security by Asia, dozens of internal staff assigned to security watch
  - Additional support from Wayzata Police Dept (3 officers)
  - Parking at neighboring businesses only (not on site), with shuttles to event site
  - Letter sent to neighbors prior to the event, inviting them to event



# 2015 Camp Cambria Classic

- With the generous support of donors in 2015, millions of people became aware of juvenile arthritis and over \$620,000 was raised through our fundraising efforts.
- 100% of proceeds benefit kids with juvenile arthritis through Camp Cambria initiatives. All expenses, including golf and entertainment, are donated and funded separately.



# 2016 Camp Cambria Classic

- Monday, July 18, 2016
- Daytime golf tournament @ Hazeltine
- Evening concert @ Wayzata property, pending approval
  - 500 attendees
  - Entertainment will be a surprise – artist will not be promoted in any fashion
  - Security: same as 2015 – overnight hired security + 3 Wayzata Police Officers
- No outside promotion. This event is for sponsors only.



# 2016 Camp Cambria Classic

- Notification
  - We will notify a larger group of neighbors in 2016, based on the recommendation of the city
  - Notification letters will be sent in a City of Wayzata envelope so residents to not confuse it with junk mail

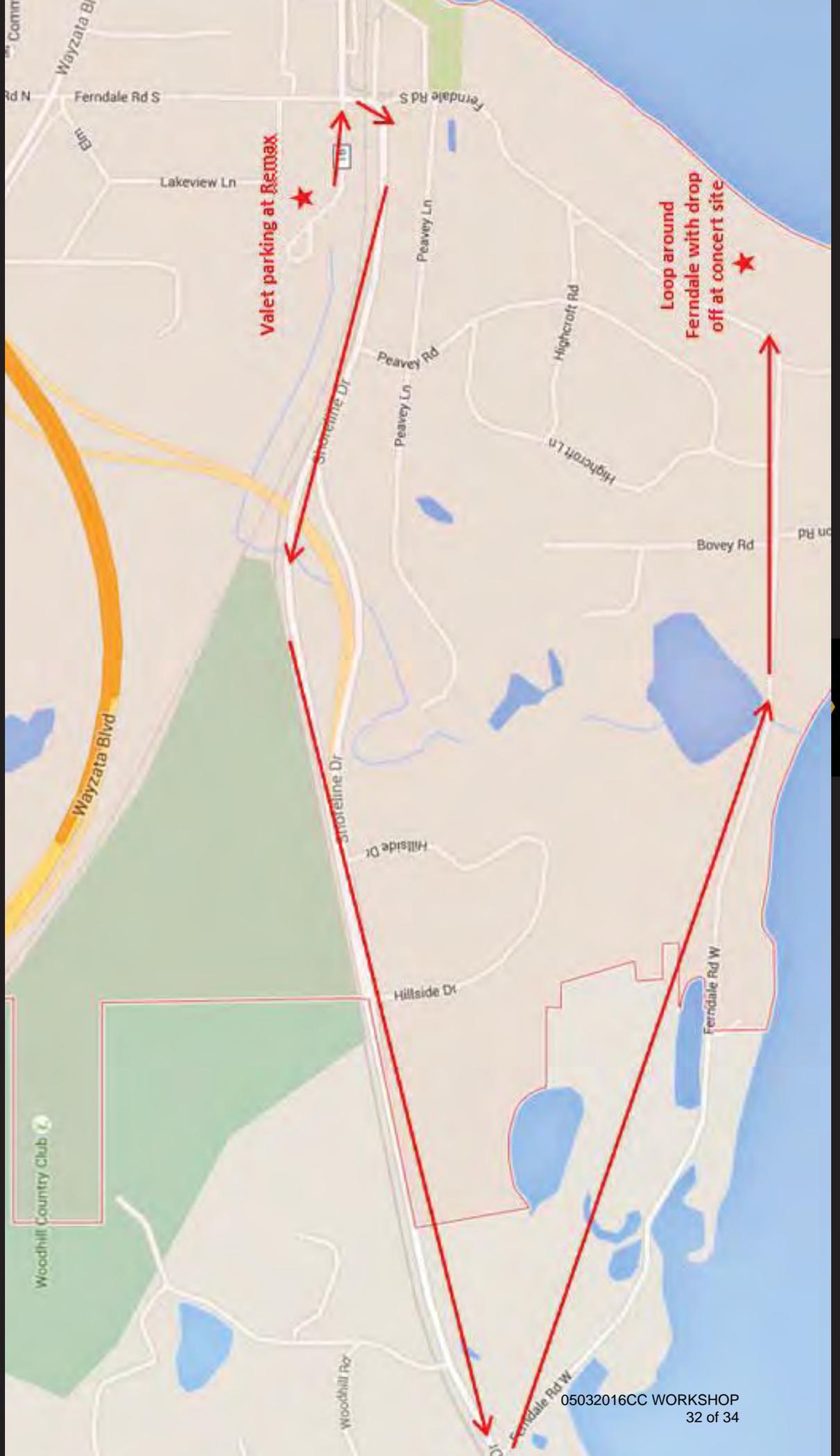


# 2016 Camp Cambria Classic

- Traffic:
  - With the construction project complete on Ferndale Road, we will be able to better access the concert site.
  - We will park guests at Remax again this year but will access the concert site via a loop on Ferndale Road, since it's now open, helping prevent congestion.



# 2016 Camp Cambria Classic



# 2016 Camp Cambria Classic

- Noise:
  - We will continue to comply with the current permit rules, having all music/amplified noise complete by 10pm.
- Tentative schedule:
  - 7pm – Opening band performs (TBD)
  - 8:30pm – Main act performs
  - 9:45pm – 5-minute fireworks show
  - 9:55pm – Lights and speakers off



# Discussion / Questions

