

**City of Wayzata Housing and Redevelopment Authority
Meeting Agenda**

Thursday, October 13, 2016

7:30 am – 8:30 am

Wayzata City Hall Community Room
600 Rice Street East
Wayzata, MN 55391

1. Call to Order – Chairman Shaver
2. Approval of Agenda
3. Approval of Minutes of September 20, 2016
4. Public Hearing to Consider the Transfer of Land Owned by the HRA at 725 Mill Street East in the City of Wayzata to the City of Wayzata for the Purposes of Constructing, Owning and Operating a Municipal Parking Ramp on the Property
5. Old Business
 - a. None
6. New Business
 - a. None
7. Next Meeting Date: Friday, February 3, 2017
8. Adjournment

1 HRA members present: T. Shaver, R. Wothe, B. Petit, B. Ambrose
2 HRA members absent and excused: None.
3 City Staff present: Becky Malone, Jeff Thomson, Jeff Dahl
4 Others present: City Attorney David Schelzel, Attorney Allen Barnard
5

6 Chairman Shaver called the meeting of the HRA to order at 7:33 am.
7

8
9 **APPROVAL OF AGENDA**

10
11 Ambrose motioned to approve the September 20, 2016 meeting agenda as presented,
12 seconded by Petit. The motion passed 4/0 by voice vote.
13

14
15 **APPROVAL OF HRA MINUTES OF August 2, 2016**

16
17 Wothe stated on page 2 change line 2 and 3 to read: "...as a green roof, photovoltaic
18 cells, or a ballasted single..."
19

20 Ambrose stated on page 3 on line 13 strike "explained".
21

22 Wothe motioned to approve the workshop minutes of August 2, 2016 as amended,
23 seconded by Ambrose. The motion passed 4/0 by voice vote.
24

25
26 **OLD BUSINESS**

27
28 a. **Discuss ownership options of Mill Street Parking Ramp**

29
30 Dahl stated the HRA had briefly discussed ownership of the Mill Street Parking Ramp at
31 their August 2 meeting. Staff did discuss ownership options with the City Attorney. The
32 Ramp can be owned by either the HRA or the City. It was the opinion of staff that
33 transfer of the property to the City would be in the best interest of the HRA given the
34 fact that the City is better able to operate and maintain the ramp. The transfer process
35 would include a public hearing. Because the City is seeking G.O. TIF funds the HRA will
36 need to pledge these funds for the Ramp.
37

38 Shaver asked what the schedule was for the project at this time.
39

40 Dahl stated HGA is in the design development process and nearly completed the
41 construction documents. Staff will review these documents when complete and they will
42 go out for bid. Bids will be solicited at the end of September to early October and the
43 Council will award the bid at the end of October. Construction is expected to begin in
44 November. Concurrently the City is moving forward with financing options, starting with
45 a public hearing on November 1. The roof is an alternate design and there has not
46 been a final decision on if there would be a roof or not. The City is also continuing to
47 explore finance options.
48

1 Shaver clarified construction would begin prior to financing being established.

2
3 Dahl stated this was correct. The City did have the ability to begin funding the project
4 with the cash on hand. The call for a public hearing on November 1 is for financing.
5 There will be another public hearing for the bond sale or to consider the bond sale in
6 December.

7
8 Schelzel stated the HRA has a current plan in place to redevelop Mill Street with a
9 parking ramp. Allowing the City to proceed with the construction of the Ramp would be
10 within these plans and it would be appropriate to transfer the property to the City. The
11 best and most efficient arrangement would be for the City to own the property and
12 finance, construct, operate, and maintain the property. The HRA would have to call for
13 a public hearing and publish a notice a minimum of 10 days in advance and no more
14 than 30 days. They would recommend a special meeting of the HRA to meet the City's
15 timeline for the project. They would prepare the necessary documents to make the
16 transfer and would reference the HRA plan that is in place for the redevelopment of Mill
17 Street with findings that support the transfer of the property to the City.

18
19 Barnard stated if the HRA transfers the property to the City to the City and they
20 construct the Ramp then the City would be carrying out the HRA plan to have a parking
21 ramp.

22
23 Wothe stated the HRA originally purchased the property from the City. He asked if the
24 HRA would be giving this property to the City with no remuneration to the HRA.

25
26 Schelzel stated if the HRA holds, builds and maintains a ramp it would a considerable
27 expense to the HRA. If the property is transferred to the City it would net out because
28 the HRA would not have to construct, maintain, or fund the parking ramp.

29
30 Wothe stated the HRA was contributing the majority of the funding.

31
32 Shaver asked staff to find out what details on the original transfer of the property so the
33 HRA can make an informed decision.

34
35 Petit stated it would streamline the process if the City owned the property.

36
37 Ambrose stated there would be a benefit in the City having ownership of the property.

38
39 Shaver stated the question the HRA needs to consider is if they want to be an active
40 owner and operator of assets in the City.

41
42 Wothe stated the did not believe the HRA should take an active role in operating and
43 maintaining the parking ramp.

44
45 Ambrose stated the HRA role is to facilitate the City getting business done efficiently
46 and cost effectively. The HRA has had and will continue to have a role in financing but
47 it should not be operating and maintaining a parking ramp.

48

1 Shaver stated he would agree that the HRA is a finance vehicle for the City and should
2 not assume responsibility for operating a ramp.

3
4 Dahl clarified the next step would be to move forward with the transfer process and
5 schedule a public hearing.

6
7 Schelzel stated after the public hearing the HRA could take action and transfer the
8 property to the City via a resolution prepared by staff prior to the meeting.

9
10 Dahl stated staff would also provide information on the original transfer of the property.

11
12 Shaver suggested having staff provide a memo to the HRA members regarding the
13 original transfer of the property.

14
15 Ambrose motioned to direct staff to prepare documents and a resolution for the legal
16 transfer of the Mill Street property to the City as staff continues with the discovery of
17 information on the original transfer, seconded by Ambrose. The motion passed 4/0 by
18 voice vote.

19
20 Wothe asked if the HRA should consider transferring the portion of the Muni parking
21 owned by the HRA to the City with this transaction.

22
23 Dahl stated this would be a separate transaction and could be discussed at a future
24 date.

25
26 Dahl stated they could publish a public hearing notice for the week of October 10 at the
27 earliest.

28
29 Shaver asked for an update on all of the approvals for the parking ramp.

30
31 Dahl stated the expected completion date is Memorial Day 2017. He would provide a
32 timeline for approvals to the HRA. Staff is also working on a parking mitigation plan for
33 construction.

34
35 Petit asked if there was a way to credit people who took alternate transportation such as
36 Uber to restaurants in the area.

37
38 Dahl stated this was something that could be looked into.

39
40 Petit asked if the HRA would be part of the decision to include a roof.

41
42 Dahl stated the option for the roof would be decided by the City Council.

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44 Wothe stated he would be opposed to an increase in the levy to support the parking
45 ramp.

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48 **NEW BUSINESS**

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a. Vacant/Expiring HRA Seats

Shaver stated the vacant seat is Dr. McGill's seat and Commissioner Ambrose's position is expiring.

Ambrose stated he would like to continue.

Dahl stated the City would be sending out the marketing materials and applications for the open seats this week. Applications are due October 31 and the Council is expected to make appointments for open positions by January.

Shaver requested staff let the Commission know when this has been posted so they can inform those interested.

b. Consider future meetings at 7:30 am on the last Thursday in the months of January, April, July and October as follows:

- i. January 26, 2017
- ii. April 27, 2017
- iii. July 27, 2017
- iv. October 26, 2017

Wothe stated he would be unavailable in January.

Shaver suggested moving the January meeting to February 3 instead of January 26. He asked if the April meeting would be the annual meeting. He requested the annual meeting be put in brackets on the schedule so they were aware of it.

Dahl stated this would be an appropriate date for the annual meeting and election of officers would be February 3.

Shaver stated there was an open Secretary seat on the Commission.

NEXT MEETING DATE: October 13, 2016

Shaver stated the next scheduled meeting was February 3, 2017. There will be a special meeting the week of October 10.

Dahl stated he would post notice of a special HRA meeting on October 13.

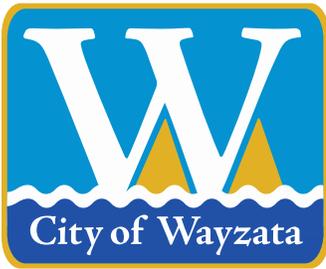
ADJOURNMENT

There being no further business; Wothe motioned to adjourn at 8:25 a.m., Ambrose seconded the motion and the motion passed 4/0 by voice vote.

Respectfully submitted,

- 1
- 2
- 3 Becky Malone
- 4 Deputy City Clerk
- 5 City of Wayzata
- 6 Drafted by Tina Borg, *TimeSaver Off Site Secretarial, Inc.*

DRAFT



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

Chair:
Tom Shaver

Commissioners:
Dr. David McGill
Barry Petit
Roger Wothe
Bob Ambrose

Executive Director:
Jeffrey Dahl

DATE: October 13, 2016

TO: Chairman Shaver and Commission Members

FROM: Jeffrey Dahl, Executive Director

SUBJECT: Consider Public Hearing and Transfer of Mill Street Parking Lot Property to City

Update

At its September Meeting, the HRA directed staff to publish notice for a Public Hearing on Oct 13 to consider transfer of the Mill Street Parking Lot Property to the City. Please see the attached memorandum from the City Attorney regarding the transfer process and history of the property between the City and the HRA.

History

In 2001, the HRA purchased the Mill Street Parking Lot from the City at a price of \$1,955,000 for the purposes of providing more public parking spaces for downtown businesses. The property was previously utilized for parking, and before that even, served as the home for Public Works.

Timeline

While a lot has been done for the design and planning of the ramp, the following critical steps are either underway or need to be completed over the next several months:

- Early October---City solicits bids to construct parking ramp
- October 13---HRA transfers property to City
- October 18---City accepts property from HRA and approves planning application for parking ramp
- Late October---City reviews bids and awards contract to build parking ramp
- Early November---Contractor commences construction of ramp
- Mid November---City calls for public hearing for bond sale
- Late November/Early December---HRA pledges tax increment for G.O. TIF Bonds
- Late December/Early January---City holds bond sale and awards bond
- Late May---Construction of ramp is completed

Recommendation

Because the City is coordinating efforts to build, operate, and maintain a parking structure that would add more than 200 additional spaces, staff recommends adopting the attached resolution. The use that the City is proposing is consistent with the HRA's vision and previously approved planning documents.

Action Steps

1. Make a motion to open the public hearing, hear all comments, and close the public hearing.

2. Make a motion to approve the attached Resolution that would authorize the transfer of the property to the City, at no cost, for the purposes of building a public parking ramp and fulfilling the objective of the HRA redevelopment plan for the property.

Memorandum

DATE: October 6, 2016
TO: Wayzata Housing and Redevelopment Authority (HRA)
FROM: Wayzata City Attorney
REGARDING: Transfer of Mill Street Property to City for New Public Parking Ramp

Summary of Action Items:

- Review and discuss summary from staff, including this memo and accompanying documents
- Hold public hearing on transfer of Mill Street Property to the City for a new public parking ramp
- Take action on the proposed Mill Street Property transfer via the attached HRA Resolution

Background

At the last meeting of the HRA, the HRA received an update from the Executive Director on the City's plans to move forward with a new City owned and operated public parking ramp (the "Ramp") on the HRA's Mill Street property. As noted then, the City has put together a financing plan for the costs of constructing, operating and maintaining the Ramp, and City Council has approved a design for the Ramp, and plans to solicit bids for its construction this month.

The HRA also discussed the transfer of ownership of the Mill Street property (the "Property") from the HRA to the City. The basis and rationale for the transfer included (1) the transfer would fulfill the long standing objective of the HRA plan for Property (in the Central Area Redevelopment Plan for downtown, the "CARD"), which call for a public parking ramp at Mill and Broadway streets; and (2) a recognition that the City, rather than the HRA, is in the best position, long term, to finance, own, operate and maintain the Ramp, in connection with the City's larger mobility district and other parking and mobility related policies and initiatives. A no cost (gift) transfer by deed is permitted by Minnesota statutes when a property will be "devoted to public uses" and, practically speaking, a no cost transfer is necessary for the City to be able to finance the Ramp project.

Memorandum

Page 2

BEST & FLANAGAN

After discussion in which the HRA again expressed general support for the City's plans, the HRA directed staff to publish the notice and schedule the public hearing required by law, and prepare the necessary legal documents for the transfer ownership of the Mill Street property from the HRA to the City. It also asked staff to provide more background information on the HRA's original acquisition of the Property.

Accompanying this memo is (1) a copy of City Council Resolution No. 2739 pursuant to which the HRA acquired the Property for "public parking purposes"; (2) a copy of the minutes from the December 4, 2001 City Council meeting in which the resolution was adopted, and (3) a draft resolution of the HRA that would approve and authorize the transfer of the Property to the City, at no cost to the City, for the purposes of building the public parking ramp and fulfilling the objective of the HRA redevelopment plan for the Property.

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HOUSING AND REDEVELOPMENT AUTHORITY FOR THE CITY OF WAYZATA

RESOLUTION APPROVING TRANSFER OF MILL STREET PROPERTY
FOR A NEW CITY-OWNED AND OPERATED PUBLIC PARKING RAMP

WHEREAS, the Housing and Redevelopment Authority in and for the City of Wayzata (hereinafter "HRA") and the City Council for the City of Wayzata (hereinafter "City") have approved the Central Area Redevelopment District (CARD) Redevelopment Plan as adopted in 1977 and subsequently amended from time to time, most recently 2001; and,

WHEREAS, the CARD Redevelopment Plan has long called for the construction and operation of a public parking ramp on certain property on Mill Street, between Broadway Avenue and Superior Boulevard, as described on the attached Exhibit A (the "Property"); and,

WHEREAS, the City of Wayzata (the "City") has approved plans to construct a new public parking ramp on the Mill Street Property, as depicted in the attached Exhibit B (the "Plans"); and,

WHEREAS, the HRA has reviewed the Plans and they appear to be reasonable and within the overall guidelines for redevelopment of the CARD, and would fulfill the objective of the CARD Redevelopment Plan for a parking facility on the Mill Street Property; and,

WHEREAS, pursuant to Minnesota Statutes §469.029, the HRA has duly given notice in the form attached as Exhibit C of a public hearing on the proposed transfer of the Property and has duly held said public hearing.

NOW, THEREFORE, BE IT RESOLVED, that the HRA does hereby make the following findings and determinations:

1. Proper published notice of the proposed transfer of the Property has been given and a public hearing has been held thereon, all in accordance with the provisions of Minnesota Statutes §469.029; and,

2. The use of the Property proposed by the City is reasonably within the overall guidelines of the CARD Redevelopment Plan, and would fulfill the longstanding goal and objective of the CARD Redevelopment Plan for a parking facility on Mill Street at Broadway Avenue; and,

3. Pursuant to the City's Plans for the Ramp, and in accordance with the CARD Redevelopment Plan, the Property would be devoted to "public uses", and under Minnesota Statutes §469.029, the Property may be transferred by deed as a gift to the City; and,

4. The Plans for the Ramp will allow the long standing goal and objective of the CARD Redevelopment Plan for a parking ramp at Mill Street and Broadway Avenue to be realized at no additional cost to the HRA, which is not in a position to construct, own and/or operate the ramp, and, further, could not be carried out by the City without the transfer of the Property at no cost to the City; and,

5. In consideration of the restrictions on the transfer and use of the Property imposed by Minnesota Statute §469.029, and the restrictions imposed by the CARD Redevelopment Plan, transfer of the Property to the City at no cost for the express and exclusive purposes of constructing and operating the Ramp is appropriate.

BE IT FURTHER RESOLVED that:

1. The transfer by deed of the Property to the City at no cost, with the terms and conditions set forth in the CARD Redevelopment Plan and the Plans, is hereby approved; and,

2. The acting Chair and the Director of the HRA are hereby authorized to execute the necessary documents and effectuate the transfer of the Property to the City pursuant to the terms and restrictions provided hereby; and,

3. The CARD Redevelopment Plan is hereby amended to the extent that the Plans so modify it.

Roger Wothe, Acting Chair

ATTEST:

Jeffrey Dahl, Executive Director

Exhibits:

A Legal Description of Mill Street Property

B Plans for Mill Street Parking Ramp

C Notice of Public Hearing

Exhibit A
Legal Description of Mill Street Property

Outlot A, Wayzata Mill Street Addition

Exhibit B
Mill Street Parking Ramp Plans

Exhibit C
Notice of Public Hearing



City of Wayzata Housing and Redevelopment Authority
Notice of Public Hearing and Special Meeting
On Transfer of HRA Property

NOTICE IS HEREBY GIVEN pursuant to Minn. Stat. Sec. 469.029 that a public hearing will be held at a special meeting of the Housing and Redevelopment Authority in and for the City of Wayzata (HRA) on Thursday, **October 13, 2010 at 7:30 AM** in the Wayzata City Hall Community Room, 600 Rice Street East, Wayzata, Minnesota. As part of said special meeting, the HRA will hold a public hearing on and will consider the transfer of land owned by the HRA at 725 Mill Street East in the City of Wayzata (the "Property") to the City of Wayzata for the purposes of constructing, owning and operating a municipal parking ramp on the Property in accordance with the HRA's redevelopment plan for the Property.

The legal description of the Property is as follows:

Outlot A, Wayzata Mill Street Addition

All pertinent information will be located on the City's website at www.wayzata.org and made available for public viewing at Wayzata City Hall during regular business hours on the Friday prior to the scheduled public hearing. All interested persons are invited to attend the public hearing and be heard on the matter, or to submit written materials prior to the meeting.



City of Wayzata

600 Rice Street East
Wayzata, MN 55391-1799

Mayor:

Barry Petit

Council Members:

Robert Ambrose
Robyn Cook
Andrew Humphrey
Joseph McCarthy

City Manager:

Allan Orsen

RESOLUTION NO. 2739

RESOLUTION APPROVING SALE OF REAL PROPERTY TO WAYZATA HOUSING AND REDEVELOPMENT AUTHORITY

WHEREAS, the City of Wayzata owns certain vacant property within the City legally described on Exhibit A ("Subject Property"), which property is unused;

WHEREAS, the Housing and Redevelopment Authority in and for the City of Wayzata ("HRA") has indicated an interest in purchasing the Subject Property for public parking purposes in accordance with the Central Area Redevelopment Plan;

WHEREAS, an independent appraisal of the value of the Subject Property has been obtained from C. E. LaSalle & Associates;

WHEREAS, the City desires to sell the subject property to the HRA:

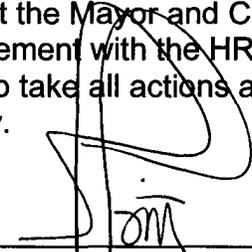
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Wayzata that it approves the sale of the Subject Property to the HRA at the price established by independent appraisal, namely \$1,955,000; and

BE IT FURTHER RESOLVED that the Mayor and City Manager are authorized to enter into a purchase agreement with the HRA providing for the sale of such property at such price and to take all actions as are necessary to complete the sale of the subject property.

ATTEST:



City Manager Allan Orsen



Mayor Barry Petit

EXHIBIT A

Outlot A, The Widsten of Wayzata

The Southeasterly 130 feet of the Northwesterly 250 feet of the Southwesterly 90 feet of That Part of Lot 1 Lying Southeasterly of Lot 2, Longs Rearrangement in Wayzata

Commencing at a Point in the Southwesterly Line of Lot 2, 25 feet Southeasterly from the most Westerly corner thereof; thence Northeasterly parallel with the Northwesterly line of said Lot 2, 50 feet; thence Southeasterly parallel with the Southwesterly line of said Lot 2, 175 feet; thence Southwesterly parallel with the Northwesterly line of said Lot 2, to the Southwesterly line of said Lot 1, thence Northwesterly along the Southwesterly line of said Lots 1 and 2, to the beginning.

**WAYZATA CITY COUNCIL
MEETING MINUTES
DECEMBER 4, 2001**

Amended 12/18/01

Mayor Petit called the meeting to order at 7:30 p.m. Council Members present: Ambrose, Cook, Humphrey and McCarthy. Also present: City Manager Orsen, Finance Director Frischmon, and Public Works Director Dudinsky.

AGENDA ITEM 1. Approve Minutes of November 20, 2001.

Council Member Humphrey stated on page 4 of the packet, paragraph 1, the second sentence should be revised to state: He added that he would want to see an agreed upon nonbinding term sheet before another extension is granted.

Council Member Ambrose made a motion, seconded by Council Member Cook, to approve the November 20, 2001 meeting minutes as amended. The motion passed 5/0.

AGENDA ITEM 2. New Business.

a. Tree Board Recognition.

Mayor Petit thanked all the members of the Tree Board that were present for all of their beautification efforts for the City of Wayzata, the updating and installation of the Municipal Tree Ordinance, and the Highway 12 corridor tree planting program. He commended their hard work and dedication for the past 8 years. Mayor Petit read a Resolution Commending the Service of the Wayzata Tree Board into the record.

Council Member Cook made a motion, seconded by Council Member Ambrose, to approve the Resolution Commending the Service of the Wayzata Tree Board. The motion passed 5/0.

b. Public Works Recognition.

City Manager Orsen showed a power point presentation of the Public Works Department. He noted the presentation included the phenomenal "behind the scenes" work the department does undertake and noted there have been occasions the department has saved the City money and time. Public Works Director Dudinsky recognized with an introduction those Public Works Department individuals who were present. Also, Public Works Director Dudinsky acknowledged Butch Johnson of Diversified Electric who is almost like an employee and saves the City money regularly with his efforts in the electrical design and build area.

City Manager Orsen stated some of the items the Public Works Department does get involved with include banners for Christmas decorations, Christmas lights, de-icing of docks, as well as street and sidewalk snow removal, and sewer and water related matters.

City Manager Orsen explained when the new City Hall/Library project moves forward, the Police Department will be located at the Public Works Building and the City Hall and Motor Vehicle Departments will be located in the basement of the Fire Station. An example of outstanding

service and performance is the fact that an emergency generator being installed in the basement of the Fire Station was procured from the DNR surplus depot for \$1.00, thus saving thousands of dollars. This is just one example of many “behind the scenes” activities in which Public Works gets involved.

Mayor Petit thanked the Public Works Department for all of their past work and current efforts to make the City of Wayzata a great place to live.

The meeting recessed at 7:55 p.m. to invite the public to cake and coffee in appreciation of the Tree Board and Public Works Department and their positive efforts for the good of the City.

The meeting reconvened at 8:05 p.m.

c. Resolution Authorizing Sale of Mill Street Property to HRA.

Mayor Petit asked City staff if the HRA would be reviewing the Mill Street property and the process tomorrow at their meeting. City Manager Orsen stated the HRA would be discussing Mill Street and working on the appropriate documentation for the noted property. He stated the proposed Resolution is a formality for the City Council.

Council Member Humphrey made a motion, seconded by Council Member Cook, to adopt the Resolution Approving Sale of Real Property to Wayzata Housing and Redevelopment Authority. The motion passed 5/0.

d. Approve 2002 Wayzata Community TV Budget.

Council Member McCarthy asked City staff if the monies set aside for the program are being depleted. Finance Director Frischmon stated the City has funding for the program and there is no need for concern at this point.

Council Member Cook asked City staff what the duties of the Advisory Board are for the proposed program. Finance Director Frischmon stated the goal for the Board is to find programming out in the community and to assist the consultants and kids in this process. He added the Board is like the eyes and ears of the programming schedule and they are hoping to expand the program and get more people involved.

Council Member McCarthy commented on the initiation of collection of PEG access fees because he presumed this had been dropped 2-3 years ago. Finance Director Frischmon stated the concept did not get dropped but rather the City chose not to collect the fees at that time. He stated the City is now deciding to collect the PEG access fees and move forward with the project. Council Member McCarthy added many communities would consider this an unpopular decision because it increases cable TV costs to residents.

Deleted: questioned

Council Member Humphrey stated the suggested use of the \$100,000 to build out the new Council Chambers for televising City meetings is good, but he is concerned about the \$40,000 balance and whether it should be designated for future cable related equipment and whether the cable equipment is really necessary. He stated with a tight budget being proposed, maybe such monies could be used more efficiently elsewhere. He recommended to City staff to not just block

off a specified amount only for cable purposes if the reasons for this money to be spent for cable equipment has not been justified.

Council Member Ambrose asked City staff for a clarification in how this project is going to fit in the time table of the construction of the City Hall/Library project. City Manager Orsen stated all base bids include conduit and the computer side of the project is going forward with everything being wired properly, but the finishing off with cameras, etc. would be later.

Council Member McCarthy questioned the franchise fee listed under revenues on the report. Frischmon stated the City is still collecting a percentage of the cable advertising fee.

Council Member Humphrey made a motion, seconded by Council Member Ambrose, to approve the 2002 Wayzata Community TV Budget as proposed. The motion passed 5/0.

e. Approve 2002 Capital Improvement Budgets.

City Manager Orsen explained the General Fund Plan is in good shape. He added the Street Reconstruction Plan would have a deficit in the year 2002 and after the holiday season a separate Council workshop will be set up to further discuss the shortfall.

Council Member Humphrey commented the Park & Trail Capital Improvement Fund does not address the path going all the way to Holdridge Road. City Manager Orsen stated the path is part of the existing project and will be completed in the spring.

Council Member Humphrey asked about the possibility of the warming house being built at Klapprich Park. City Manager Orsen explained that money has been put aside for this project in 2002, but the project does need to have more City Council direction and a possible concept plan. Council Member Humphrey made a motion, seconded by Council Member Cook, to approve the 2002 Capital Improvement Plans as submitted. The motion passed 5/0.

f. Approve 2002 Utility Fund Budgets.

City Manager Orsen stated the proposed 2002 Utility Fund Budget recommends a 2.5 percent increase in the water rates, sewer rates and stormwater rates to offset the impact of inflation and a .50 increase per month for all solid waste service levels to offset the effects of inflation.

Council Member Cook made a motion, seconded by Council Member Humphrey, to approve the 2002 Utility Fund Budgets as submitted. The motion passed 5/0.

g. Appoint Planning Commission Members – 2 two-year and 2 three-year terms.

Mayor Petit informed each City Council Member to vote for four Planning Commission candidates that were interviewed prior to the meeting. The votes were tallied and the new Planning Commission appointees for 2002 include Julie Ann Schmidt, Russ Crowder, Ken Wilcox, and Graciela Gonzalez. The City Council agreed that Ms. Schmidt and Mr. Crowder would serve the three-year terms and Mr. Wilcox and Ms. Gonzalez would serve the two-year terms. Mayor Petit stated the appointed members were perfect for the City of Wayzata.

h. Appoint Heritage Preservation Board Members – 3 two-year terms.

Mayor Petit informed each City Council Member to vote for three candidates to serve on the Heritage Preservation Board that were interviewed prior to the meeting. The votes were tallied and the new Heritage Preservation Board Members include Judy Mahoney, Jeanne Osterby, and Julie Ann Schmidt. Mayor Petit stated all of the new appointments would serve two-year terms.

i. Reschedule January 1 meeting to January 2, 2002.

City Manager Orsen suggested rescheduling both meetings in January due to a five-week calendar for the month of January. He suggested the City Council meetings be scheduled on the 2nd and 4th Tuesdays of the month of January and Council Members agreed.

AGENDA ITEM 3. Miscellaneous Business.

a. Public Comments (2 minutes per person).

Council Member Cook stated a citizen from Hollybrook Road is quite pleased with the work performed by the City, but she is concerned the fresh sod at this location is being lifted by the snowplows and snow trucks. She is also concerned about realtor signs that are hanging on the fence and would encourage the City staff to have these removed. Public Works Dudinsky stated he would investigate the signage problem. City Manager Orsen stated with the warm weather conditions, the snowplow and snow trucks cannot help but cause some damage to grassy areas.

Barb Gorski, Sun-Sailor paper representative. Ms. Gorski asked what would be occurring at the December 13, 2001 open house meeting concerning the Library/City Hall project. City Manager Orsen stated there would be a showing of final design, elevations and display of the materials being used for the project, along with a timetable showing estimated deadlines for the project.

Judy Starkey, 16201 West Holdridge Road, stated during a recent storm, on the opposite side of her street in Holdridge, homeowners were out of electricity for many hours. She expressed concern and would like to know if the City has any influence with Excel in hopes of them doing more preventive work so such a long power outage does not happen again. City Manager Orsen stated he is writing a letter to Excel and the Attorney General because the neighborhood Ms. Starkey is referring to has had 11 power outages in the year 2001, which is a huge problem.

Finance Director Frischmon advised that the Housing Coalition has asked if the City Council would consider a request at the next meeting to consider a moratorium on residential multi-units. The City Council agreed the item should be put on an agenda for an upcoming meeting.

Council Member Ambrose stated he had met with Jan Callister concerning the community land trust and he suggested having Ms. Callister meet with the HRA before issues come before the City Council. Finance Director Frischmon suggested Interfaith should also meet with the HRA as they were interested in this process as well. Council Member Ambrose stated Ms. Callister would be available for such a meeting the first part of January, 2002. City staff was directed to pass this information on to the HRA.

Deleted: would be meeting

It was noted the December 18, 2001 meeting would involve discussions concerning Mill Street and the meeting would begin at 6:00 p.m.

AGENDA ITEM 4. Bills.

Council Member Cook made a motion, seconded by Council Member Humphrey, to approve the list of bills as submitted. The motion passed 5/0.

AGENDA ITEM 5. Adjourn. The meeting was adjourned at 8:55 p.m.

Respectfully submitted

Sue McCulloch
Timesaver Off Site Secretarial, Inc.