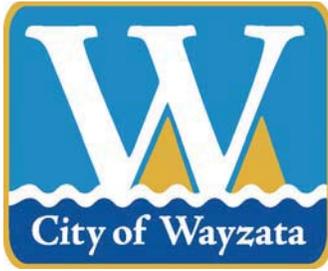


**Wayzata City Council Workshop Meeting Agenda
Wayzata City Hall Community Room, 600 Rice Street
Tuesday, January 17, 2017**

WORKSHOP TOPICS FOR DISCUSSION:

1. Telecom Update (5:30 PM) Page 3
2. Honors Plaza Discussion (6:00 PM or immediately following) Page 32



City of Wayzata Public Works
299 Wayzata Blvd. W
Wayzata, MN 55391

Director Of Public Service
David Dudinsky
City Engineer/Assist. Public Works Director
Mike Kelly
Public Works Superintendent
Jim Eibensteiner
Public Works Secretary/Utility Billing Clerk
Rebecca Jones

Memorandum

To: City Council and City Manager
From: Dave Dudinsky, Director of Public Service
Date: January 11, 2017

TELECOMMUNICATION RELOCATION TOWER PROJECT UPDATE

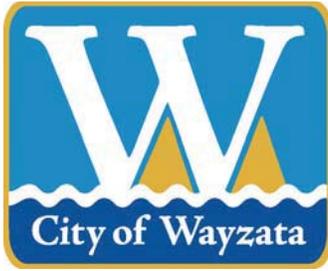
Below is an updated project schedule for discussion at the workshop:

- 01/17/2017 Compete review of Plans and Specifications
- 01/26/2017 Publish Advertisement for Bids
- 02/06/2017 Telecom CUP Presented to Planning Commission
- 02/23/2017 Construction of Telecommunications Tower Bid Opening
- 02/27/2017 Telecom CUP Recommendation Considered by Planning Commission
- 03/07/2017 City Council Considers approval of Telecom CUP
- 03/07/2017 City Council Considers Award of Bid for Construction of Telecommunications Tower

For reference the following documents are attached:

- October 13, 2016 Memo; WAYZATA WEST MIDDLE SCHOOL COMMUNICATION TOWER FEASIBILITY STUDY FINAL REPORT
- October 26, 2016 memo; CONSIDER AUTHORIZING FINAL PLANS/SPECIFICATIONS & AD FOR BID THE CONSTRUCTION OF A MONO POLE TELECOMMUNICATION TOWER

Staff will update the City Council on our ongoing relocation lease negotiations with our four current telecom tenants at the workshop.



City of Wayzata Public Works
299 Wayzata Blvd. W
Wayzata, MN 55391

Director Of Public Service
David Dudinsky
City Engineer/Assist. Public Works Director
Mike Kelly
Public Works Superintendent
Jim Eibensteiner
Public Works Secretary/Utility Billing Clerk
Rebecca Jones

Memorandum

To: City Council and City Manager
From: Dave Dudinsky, Director of Public Service
Date: October 13, 2016

WAYZATA WEST MIDDLE SCHOOL COMMUNICATION TOWER FEASIBILITY STUDY FINAL REPORT

Included is the completed SEH Wayzata West Middle School Communication Tower Feasibility Study Report printed in two volumes. Volume 1 is 26 total pages and Volume 2 is 688 total pages.

Volume 1 will be reviewed with the City Council at the workshop which includes the following:

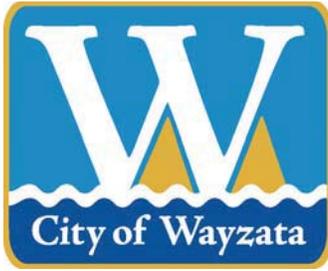
1. Introduction
2. Tower Selection
3. Campus Safety Concerns
4. Regulatory Due Diligence
5. Financial Cost Assessment
6. Project Schedule (Proposed)
7. Feasibility and Recommendation

Volume 2 consists of all the Appendixes to the report which include the following:

- A. Appendix A Telecommunications Site Improvements
- B. Appendix B Aerial Shoot Memo
- C. Appendix C Geotechnical Subsurface Investigation for Wayzata Tower Site Selection
- D. Appendix D 149 Barry Avenue North Easement Descriptions
- E. Appendix E Land Mark Report Package
- F. Appendix F Tower Certification 1-A; FAA Determination; Antenna Structure Registration; (ASR) Airspace Analysis
- G. Appendix G Phase 1 Environmental Site Assessment; NEPA Package
- H. Appendix H Contractor Construction Estimates

Staff will also update the City Council on our ongoing relocation lease negotiations with our four current telecom tenants:

- AT&T Lease Termination Date is: 04/21/2021
- Sprint Lease Termination Date is: 12/31/2017
- T-Mobile Lease Termination Date is: 12/31/2017
- Verizon Lease Termination Date is: 12/31/2020



City of Wayzata Public Works
299 Wayzata Blvd. W
Wayzata, MN 55391

Director Of Public Service
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Public Works Superintendent
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Public Works Secretary/Utility Billing Clerk
Rebecca Jones

As stated in my July 13, 2016 memo to the City Council, our success in having a complete revenue financial picture in October of this year depends on the cooperation of our four tenants. Our tenants have been cooperating during the negotiation process but the process is moving at a slower pace than anticipated.

So if the council wishes to have a solid financial picture of the relocation lease revenues and signed relocation leases by all four tenants before ordering the construction of the new telecommunications tower at the Wayzata West Middle School Site, the tower construction schedule looks like it will have to be pushed back one year to the summer of 2018.

However, another option for council consideration is to move forward with ordering of final plans and specifications, advertising for bids and opening bids at the upcoming November 1st Council Meeting. The bid opening would be scheduled for February of 2017. This will give us the time to complete our required Conditional Use Permit (CUP) process and give us the additional time to secure new relocation lease agreements with our existing tenants.

The Council can decide during the award of bid agenda item in February to approve the Tower Project if the council feels comfortable with the relocation lease status of our four tenants to award the project or the Council can use their right to reject all bids and not award the Mono Pole Tower Construction Project for the summer of 2017.

The Council can then consider rebidding the project in the fall of 2017 for construction in the summer of 2018.

See the proposed Project Schedule (Table 6) on page 15 of the Feasibility Report for the proposed detailed project schedule.

Finally, staff will ask the Council for direction following review of the Communication Tower Feasibility Study Report.

Feasibility Study Report

Wayzata Middle School Communication Tower

City of Wayzata, Minnesota

SEH No. WAYZA 134285 4.00

October 4, 2016



Building a Better World
for All of Us®

Engineers | Architects | Planners | Scientists



Building a Better World
for All of Us®

October 4, 2016

RE: Wayzata Middle School Communication Tower
Feasibility Study Report
City of Wayzata, Minnesota
SEH No. WAYZA 134285

Mr. David Dudinsky
Director of Public Service
City of Wayzata
299 Wayzata Blvd. West
Wayzata, MN 55391

Dear Dave:

We are pleased to present to you the Wayzata Middle School Feasibility Study for the City of Wayzata. This report is intended to provide a detailed summation of investigation and preliminary activities in support of the development of this location for the construction of a new communication tower. The purpose of which is to provide a continuance of wireless communication services to the City of Wayzata.

Its origins are based on the longstanding desire of the City, and more specifically, area residence of Bell Courts with unobstructed use of the facilities. As indicated by the City, concerned over time has risen over Tenant access, noise and general aesthetics with both the site and the Gardner Street water tower. However, communication services provided at this site are necessary for the betterment and continued growth of the community at large.

This report is in part a culmination of investigative work as directed by the City of Wayzata following extensive staff and Tenant input regarding telecommunications infrastructure to meet the future needs of the City and the present tower occupants. This work included assessment of the present facility, followed by engagement with City staff, Wayzata School District, and commercial Tenants to assess present and future needs. This resulted in the investigation into the recommended site at the Wayzata Middle School.

As a result of the work completed, we have developed a recommendation for City consideration of the above site for construction of the new monopole facility. This recommendation serves to improve and update existing telecommunications system operations and efficiency. Cost estimates to aid in the consideration of the presented recommendation are also presented in this report.

We appreciate the assistance we received from Wayzata City staff in sharing their perspectives related to the further development of the proposed project. We further appreciate the assistance provided by the present facility Tenants. The input, knowledge, and experience with respect to the study was invaluable toward the development of its construction parameters.

It is our pleasure to assist the City of Wayzata with this project, and we look forward to discussing the contents of this report with you and or presenting it to Council. If you have any questions regarding this report, please contact me at 612.325.9995.

Sincerely,

A handwritten signature in black ink, appearing to read "David Dudinsky", written over a white background.

Principal | Project Manager

dmk

s:\uz\w\wayza\134285\1-gen\14-corr\draft_final report 092316\wayzata middle school communication tower feasibility study dr 100616.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-5196

SEH is 100% employee-owned | sehinc.com | 651.490.2000 | 800.325.2055 | 888.908.8166 fax

01-17-2017CC WORKSHOP PACKET

Page 7 of 33

Wayzata Middle School Communication Tower
Feasibility Study Report
City of Wayzata, Minnesota

SEH No. WAYZA 134285

October 4, 2016

I hereby certify that this report was prepared by me or under my direct supervision,
and that I am a duly Licensed Professional Engineer under the laws of the State of
Minnesota.



Miles B. Jensen, PE
Regional Practice Center Leader

Date: October 4, 2016 Lic. No.: 19869

Reviewed By: Dale Romsos Date: October 4, 2016

Short Elliott Hendrickson Inc.
3535 Vadnais Center Drive
St. Paul, MN 55110-5196
651.490.2000

Executive Summary

Wayzata Middle School Communications Tower

The City of Wayzata currently provides wireless communications service coverage for the downtown area via the Gardner Street Water Tower located at 403 Gardner Street. Supporting Tenant ground equipment is housed within the confines of the Telecommunications compound located in Gardner Park. In recent years this site has been at issue with residents concerned with its location in a general use park, continuous access by the tenants for equipment maintenance and upgrades, and aesthetics. These concerns have led to previous studies by Short Elliott Hendrickson Inc. (SEH®), centering on both equipment site upgraders and complete facility relocation, with initial discussions beginning during the design of the new Water Treatment plant in 2008.

Since then the City with SEH has worked with the residing Tenants in re-designing their installations to the water tower during recent technology upgrades. This has included the removal of the AT&T lattice towers at the catwalk, installing attachment brackets for cable routing along the inside face of the support columns and requiring the use of manufactured white coaxial cables, and installing a new roof handrail system to better distribute the placement of mounted equipment. All for the purpose of providing better aesthetics. However, the above improvements did nothing to address resident concerns regarding Tenant site access, aesthetic regarding the equipment compound, or noise related to compressor operation (equipment cooling). At this time many of the Tenant leases are up for renewal which presented an opportunity for a more serious discussion regarding Tenant relocation.

As stated above, the Gardner Street Water Tower serves the City of Wayzata, in part, as a communication transmission tower for commercial Tenants, as well as the City of Wayzata Public Works specific to its SCADA system. Current revenues generated by the City of Wayzata from commercial Tenants are over \$300,000 annually, based on current lease information provided by the City, thus representing a relevant revenue stream.

On March 31, 2015, the City of Wayzata authorized SEH to provide an aerial assessment of multiple City sites for their consideration as future sites for telecommunications. Consideration for the tower site selection was based on a set criteria provided by the City with an emphasis on aesthetics. Other determining criteria was the need to maintain an equivalency in customer service that would equate equally to the coverage presently provided at the existing Gardner Street site. Further, the new facility would need to allow for future expansion and upgrades in Tenant technology. Sites under initial consideration were:

- Public Works Facility (299 Wayzata Blvd. West)
- Wayzata Middle School (149 Barry Avenue N)
- South Frontage Road (Lift Station #21)

These sites were assessed by an Unmanned Aerial Vehicle (UAV), or drone, with the purpose of simulating actual conditions in real-time as it relates to Tenant line-of-site as associated with radio frequency (RF) propagation used to determine signal coverage. The resulting information was then presented in a meeting to the Tenants by the City (April 24, 2015) for their input in determining the final location. Based on the review of information provided by the City of Wayzata and follow up responses from the represented Tenants, those being: AT&T, Sprint, T-Mobile, and Verizon, the Wayzata Middle School was selected. As directed by the City, SEH proceeded with the investigation into the feasibility of constructing a new communication tower.

Executive Summary (Continued)

As there are a number of design variations for tower construction; which include Lattice, guyed, monopoles, and specialty (Architecturally design), based on cost and aesthetics the City requested that the direction of the study center on a monopole. In addition to aforementioned criteria, this design has a smaller footprint and would accommodate the existing carriers as well as expansion and or consideration of technology upgrades. Initial costs for construction are estimated at \$827,000.

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Certification Page
Executive Summary
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Appendix E	Land Mark Report Package
Appendix F	Tower Certification 1-A; FAA Determination; Antenna Structure Registration; (ASR) Airspace Analysis
Appendix G	Phase I Environmental Site Assessment; NEPA Package
Appendix H	Contractor Construction Estimates

Feasibility Study Report

Wayzata Middle School Communication Tower

Prepared for City of Wayzata

1.0 Introduction

1.1 Project Background

Since the beginning of pager and cellular service, water storage facilities have been sought out by the communications industry as a choice location for siting its equipment. This is due in part to their elevation, and in many cases, proximity to user density. They can reduce the overall site construction costs for the tenant. In turn this has benefited cities with good service and a new source of revenue. Over time City Telecommunication ordinances were developed to prioritize the location of Tenants onto City properties for the purpose of developing a basis for additional revenue, but just as important, reduce/control what was being seen as a blight of self-supporting towers. This too would create facility issues as water storage towers, already questionable aesthetically with neighborhood residents, were becoming more obtrusive with the addition of attached Tenant equipment and associated ground equipment.

Over the years each of these issues has been accentuated for the City of Wayzata, and most specifically residents directly adjacent to Bell Courts. The addition of further Tenants and Tenant upgrades, due to changes in both technology and use, had translated into a greater and more frequent need for site access. The need for access and the visual changes to the tower would have the greatest effect on residences along Gardner Street East and Minnetonka Avenue North. Of additional concern to area residents was the noise generated from the cycling of the air conditioning compressor units used to reduce heat generation from equipment operation.

Initial discussions between area residents and the City centered on modifications to the ground equipment compound, beginning during design of the new water treatment plant in 2008. A study was requested by the City and completed by SEH, but was not moved forward due to estimated project costs on the options presented and construction of the treatment plant. Options presented were as follows:

Table 1
Telecommunications Site Improvements

Option	Description	Estimated Cost	Time Line to Completion	Final Compound Removal Date
1	Removal of the existing fence, adding a berm and vegetation	\$61,500	Spring of 2015	
2A	Create inset compound and make temporary improvements to the existing compound	\$176,400	Summer of 2017	2021
2B	2B – Construct a walled compound and make temporary improvements to the existing compound	\$242,600	Summer of 2017	2021
2C	Construct an underground compound and temporarily improve the existing compound	\$478,800	Summer of 2017	2021

Please see Appendix A.

The issue was brought forward again in 2012, and a Telecommunications Rehabilitation Options Report was presented to Council by SEH. This time consideration focus was on site relocation and estimated associated costs.

Since then the City and SEH have worked collectively to confront, as best as possible, issues directly related to Tenant installations on the tower. As upgrades were brought forward, SEH worked with their engineers to address equipment clutter by creating a roof handrail system and relocating AT&T from their lattice towers. Coaxial cables were replaced by fiber hybrid cables and routed onto new bracketing attached to the inside face of the support columns. Cables were installed with manufactured white jacketing (as required by the City), or white tape. Though this may have helped aesthetically, it was not enough, and could not alleviate continuing issues such as site access, compressor noise, and overall compound visibility.

In 2015, siting the renewal period for a number of its leases, the City determined that the timing was right to entertain discussions with its Tenants the question of relocation. The discussions were preempted by the completion of a siting study, the purpose of which was to provide an aerial assessment of multiple City sites for their consideration as future sites. These sites included:

- Public Works Facility (299 Wayzata Blvd. West)
- Wayzata Middle School (149 Barry Avenue North)
- South Frontage Road (Lift Station #21)

These sites were assessed to simulate actual conditions as related to Tenant requirements for line-of-site as associated with radio frequency (RF) propagation used to determine signal coverage. The results of the assessment were presented to the Tenants at a meeting held April 24, 2015. At the conclusion of the meeting, Tenants, including AT&T, Sprint, T-Mobile, and Verizon, were requested to independently review the report and provide their own assessment of the proposed sites to determine which would provide coverage similar to the existing Gardner Street water tower. The consensus of the Tenants was the Wayzata Middle

School. The results of the survey and input from City staff were supported by City Council. At their direction SEH was contracted to proceed with the investigation into the feasibility of constructing a new communication tower at the site.

2.0 Tower Selection

Consideration for the tower selection was based on a set criteria with an emphasis on aesthetics as a driving factor for the project. Other determining criteria related to the towers need to maintain an equivalency in customer service that would equate to equal coverage by the current carriers as compared to the existing Gardner Street site. Furthermore, the new facility would need to consider expansion or upgrades in technology that may be required by each carrier from time to time.

It was determined early in the project through meetings with City staff that the design criteria should be reduced to consideration of a monopole in lieu of a lattice, or guyed style tower. A monopole would provide the least obtrusive design, require the smallest footprint, and could be the most cost-effective option for construction.

In a previous phase of the project, SEH investigated three sites as identified by the City for consideration. These sites included the following:

- Public Works Facility (299 Wayzata Blvd. West)
- Wayzata Middle School (149 Barry Avenue N)
- South Frontage Road (Lift Station #21)

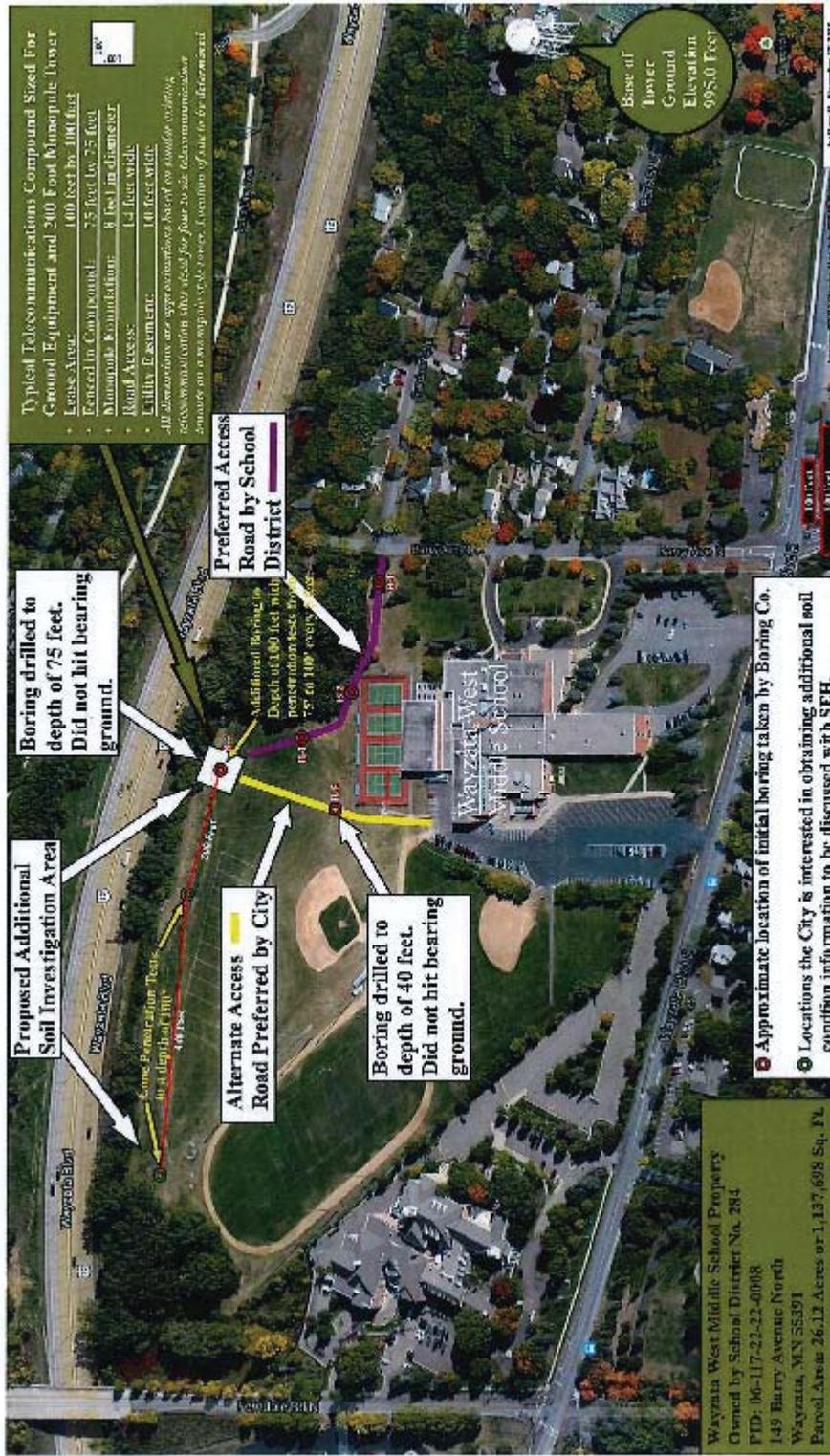
On March 31, 2015, SEH was contracted for performance of a video fly-over using an Unmanned Aerial Vehicle (UAV), or drone, at each of the sites. The purpose of which was to simulate actual conditions in real-time of vertical elevations at 10 ft. intervals to identify line-of-site issues associated with radio frequency (RF) propagation. RF propagation studies would be used by the carriers in determining signal coverage. It further simulated the current radiation or RAD centers of the carriers. The findings from this report were shared at a joint meeting commenced on April 24, 2015, attended by the City, SEH representatives, and current Tenant representatives. As identified in the SEH memorandum presented to the City of Wayzata dated June 17, 2015, based on review of the information provided inclusive of the City of Wayzata, the Tenant (carrier) meeting and follow up responses, it was the opinion of SEH that the Middle School site be considered as the site for construction of a new tower and future relocation of carrier equipment. (Please see Appendix B)

Initiation of the feasibility study began with a meeting between the City, SEH and representatives of the Wayzata School District No.284. The purpose of the meeting was to provide the school with a proposed project overview. This included discussion of the Following:

- Tower structure and compound
- Proposed location and footprint on its property
- Proposed points of access
- School site safety concerns
- Lines of communication and means of access (study related)

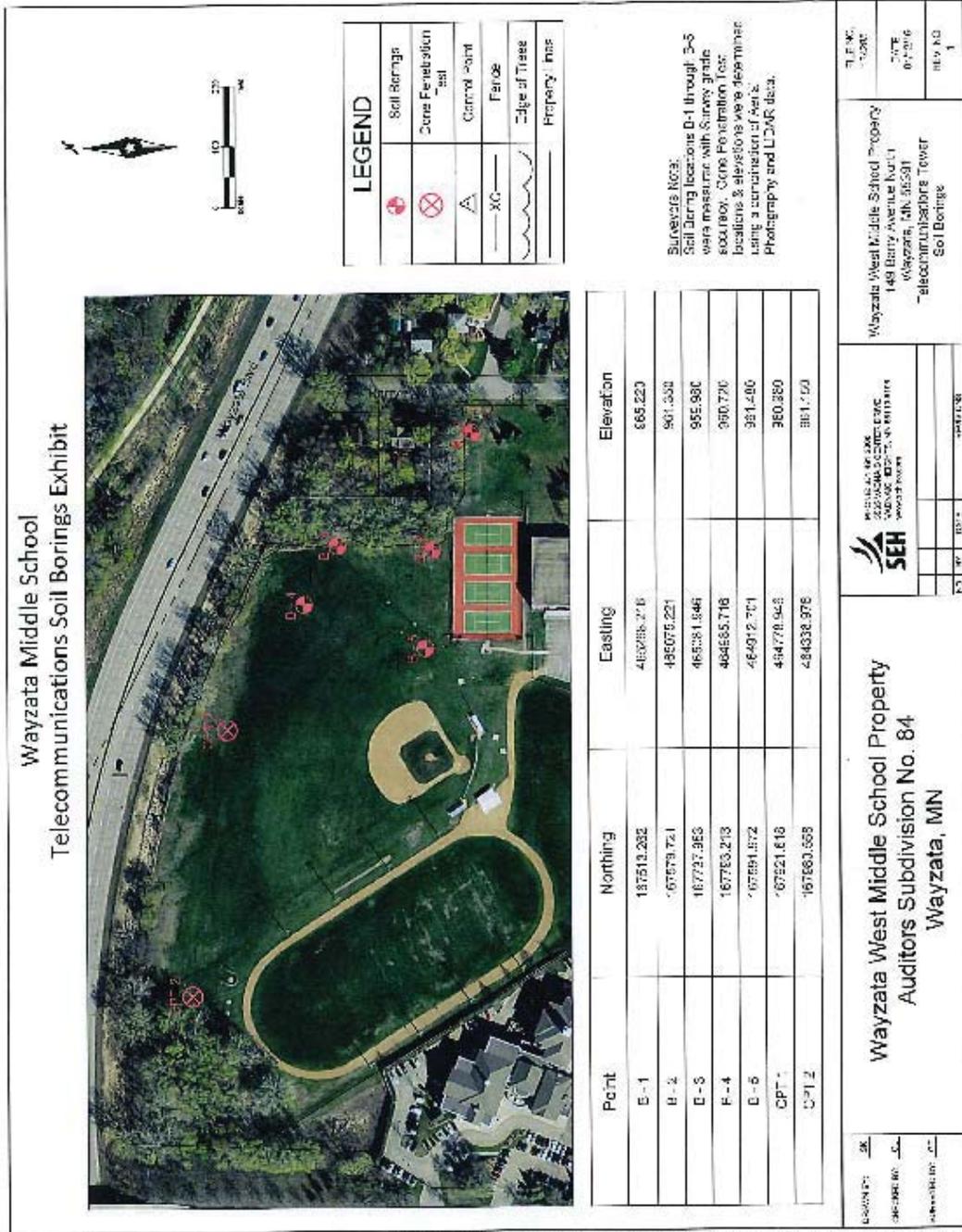
Specific to the tower, discussion focused on the approximate height, lease area requirements, fenced in compound and points of access. Identified were locations off Wayzata Blvd. E, through the schools parking lot, and Barry Avenue N.

Figure 1 – Wayzata Middle School Site Map



Initiation of the field investigation commenced with staking to identify the proposed locations for soil borings to be used to confirm the feasibility of the middle school location for both the tower and the access road. Utility locates were coordinated by SEH. This information would be further used to determine the availability/proximity with respect to the proposed compound location.

Figure 2 – Wayzata Middle School Boring Log

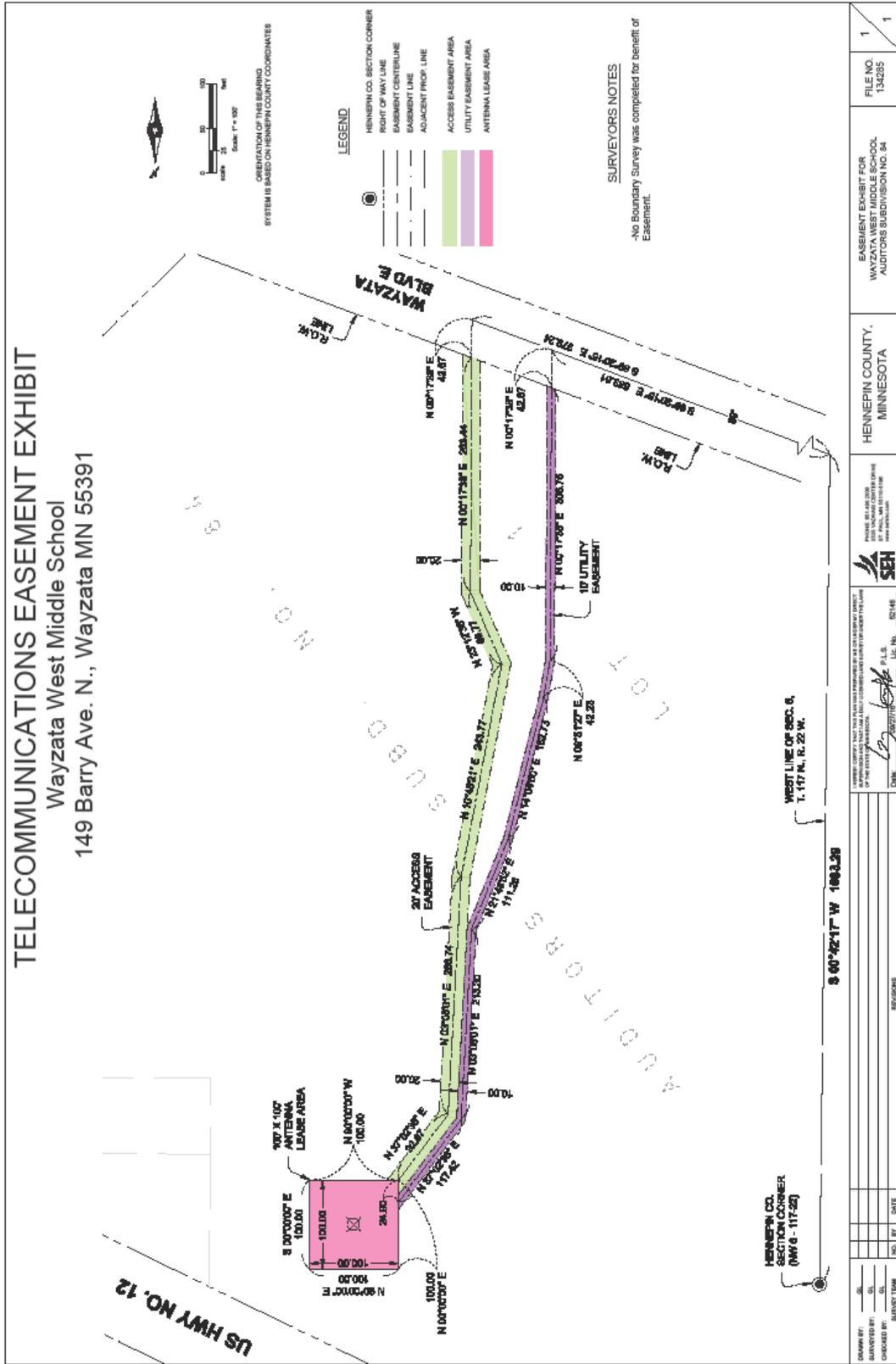


Soil boring locations, as identified in the SEH survey discussion above, were completed by Braun Intertec on October 16, 2015. The results included in that report dated February 4, 2016, identified near surface existence of peat and silty sand, and groundwater at depths between 5 ft. and 12.5 ft. Hard, sandy-lean clay was encountered at approximately 70 feet, with poorly graded sand identified at the bottom of the boring.

On December 4, 2016, additional testing was performed due to poorer than expected soil conditions. This included the investigation of two more sites using SPT borings and cone penetrometer testing (CPT). The results, inclusive of the additional testing as outlined in the report, and stated in the SEH memorandum dated December 15, 2015, state that competent soils were located at boring B-4, and appear to be most favorable for foundation construction. The summation of the report confirms the feasibility of the proposed tower at the selected Wayzata Middle School location. (Please see Appendix C)

Next was consideration of site access. Two routes were initially considered to the tower, the first along the tree line in the northeast corner of the school property and accessible from Barry Street. The second proposed access was from the school parking lot and cutting through the school grounds. Though soils were identified per the soils report as questionable, area residents had expressed that the City consider the second proposed access point through the school to minimize any additional traffic on Barry Street; which is the recommendation of this report.

Figure 3 – Barry Avenue Easement Exhibit



A complete site survey and legal description was completed by SEH following confirmation of recommendations for the site, as provided in the soils report, site regulatory clearance, and completion of a property agreement between the Wayzata School District and the City of Wayzata. (Please see Appendix D) Additionally, a property report was requested by SEH on behalf of the City of Wayzata from Land Title. The applicant being Independent School District No.284 for the property identified as 149 Barry Avenue North, Wayzata, Minnesota 55391. (Please see Appendix E)

3.0 Campus Safety Concerns

Safety issues relating to the proposed selected site evolved around access and radio frequency (RF).

Based on the request for proposed access through the school parking lot, school concerns focused on timing as related to both daily project work and work in general. Limitation to driveway access includes 45 minutes prior to the start of school and 30 minutes after dismissal to allow for busses dropping off and picking up students. Additionally, the school expressed a preference for major work to take place while school is in session, while staff is available to better monitor site access and work progress. Specific to notification, the school had requested the following:

- 48 hour notification – General work
- 24 hour notification – Emergency access

During the meeting between school officials, the City, and SEH, the question was brought up about maintaining safety while activities are occurring at the adjacent fields. The consensus was that field activities were far enough away from the proposed site. Site safety would be maintained by incorporating permanent fencing around the perimeter of carrier equipment in the project design. Temporary fencing would be required and installed to segregate the work zone during periods of construction and or upgrading.

Specific to concerns regarding RF, the following recommendations were made at the above referenced meeting:

- A radio frequency meter would be purchased by the City as part of the project, and kept at the Middle school to be made available to parents/residents upon request
- As an enhancement for the purpose of providing basic information regarding RF safety to the general public, educational materials incorporating FCC regulatory requirements could be developed and provided for the school and distributed on a per requested basis.

4.0 Regulatory Due Diligence

With consideration by the City in constructing a new communications tower, it was the responsibility of the City to complete regulatory due diligence associated with the property under consideration. Should the City move forward with the project; the information obtained will be required by each carrier as part of their documentation package as they proceed in the relocation of their equipment to the new facility. As per the project scope, SEH has completed the following:

The 1A Certification was completed directly by SEH and included a survey identifying the proposed horizontal coordinates for the center of the tower, both Latitude (NAD 83) 44 degrees 58 minutes 37.06 seconds North, and Longitude (NAD 83) 93 degrees 31 minutes

07.06 seconds West. Vertical data was based on an assumed tower height of 199 ft. above ground level (AGL). (Please see Appendix F)

Based on an air space analysis performed on 10/5/16, the coordinates for the proposed tower as outlined in the 1A Survey proved to be out of tolerance in the FAA Notice Criteria Tool. The FAA requested that this structure be filed. SEH initiated the FAA filing on 10/04/16, and forecast completion within ninety (90) days. (Please see Appendix F)

Both the Phase 1 Environmental Site Assessment (ESA) and National Environmental Policy Act (NEPA) were completed by Impact 7G, Inc. of Johnston, Iowa.

We have provided a spreadsheet (See Table 2 below) identifying the results on each of these regulatory segments. As stated in the attachment specific to the Environmental Site Assessment and within their Executive Summary, based on the data gathered, there is no further investigation warranted for the property at this time. Though two non-scope ASTM considerations were included, due to the absence of structures on the property, the risk of Asbestos Containing Materials (ACM) and Lead-Based Paint (LBP) exposure is minimal. (Please see Appendix G)

Table 2
Project Summary

Report Component	Sec.	REC ¹	CREC ²	HREC ³	De Min ⁴	Non-ASTM	Further Action	Comments
Current Property Use	1.0						NO	
Adjacent Properties	3.3						NO	
Historical Review	5.3						NO	
Previous Reports	4.7						NO	
User Provided Information	4.0						NO	
Regulatory Database Review	5.0						NO	
Site Reconnaissance:	6.0						NO	
• Hazardous Materials							NO	
• Petroleum Materials							NO	
Vapor Encroachment Screen	7.0						NO	
Interviews	8.0						NO	
ASTM Non-Scope:	13.0						NO	
• Lead Based Paint						X	NO	
• Asbestos						X	NO	

¹ Recognized Environmental Condition – See Definition in Executive Summary

² Controlled Recognized Environmental Condition – See Definition in Executive Summary

³ Historical Recognized Environmental Condition – See Definition in Executive Summary

⁴ De Minimis Condition – See Definition in Executive Summary

The NEPA investigation was finalized upon the completion of the Tower Construction Notification System (TCNS), as provided with the aforementioned spreadsheet. To date one (1) tribe (Crow Creek Sioux) has granted conditional approval based on the requirement of having their own monitor on the site during construction at the City's expense. Upon project approval by the City and confirmation of an approved construction schedule, SEH will

communicate with the tribe to coordinate site monitoring and determine estimated fees, which are anticipated to be a few thousand dollars.

**Table 3
NEPA Checklist**

Site #: N/A	Site Name: Wayzata Middle School	Site Address: Wayzata, MN 55391		
FCC Category	Fed/State Agencies	Summary of Negative Impacts	Check Box	
			Yes	No
1. Will the facility be located in an officially designated wilderness area?	National Park Service, Bureau of Land Management, National Wilderness Preservation System			X
2. Will the facility be located in an officially designated wildlife preserve?	U.S. Dept of Interior – Fish & Wildlife (USFWS)			X
3. Will the facility affect listed or proposed threatened or endangered species or designated critical habitat?	USFWS			X
4. Will the facility affect districts, sites, buildings, structures or objects listed, or eligible for listing on the National Register of Historic Places?	State Historic Preservation Office			X
5. Will the facility affect Indian Religious sites:	U.S. Dept of Interior – National Park Service	See Tribal Summary Table in Appendix D		X*
6. Will the facility be located in a Flood Plain?	Federal Emergency Management Agency			X
7. Will the facility construction involve significant change in surface features?	National Wetlands Inventory – US Fish and Wildlife Services			X
8. Will the antenna towers and/or supporting structure be equipped with High Intensity White Lights	Federal Aviation Administration	Client responsibility		X
9. Will the facility result in human exposure to radiation in excess of the applicable safety standards?	Federal Communications Commission	Client responsibility		X

**The Crow Creek Sioux Tribe requests a Tribal Monitor to be present during construction at this site.*

4.1 Conclusion

In conclusion, the proposed project facility does not appear to significantly affect any of the FCC Special Interest items; therefore, no further investigation is warranted at this time.

Figure 4 – TCNS Log

Tribe Name	1st Notification Completion	2nd Notification Completion	3rd Notification Completion	4th Notification Forecast	Tribal Survey Completion	Ethnographic Report Completion	Tribal Response/Approval Forecast	Tribal Response/Approval Received	Tribal Comments
Crow Creek Sioux	3/18/2016				6/15/2016			7/6/2016	Approved, but Tribal Monitor required to be onsite during construction at City's expense. Fees Assessed
Fort Peck	3/18/2016					6/2/2016		7/6/2016	Fees Assessed
Northern Arapaho	3/18/2016					6/2/2016		7/5/2016	Fees Assessed
Omaha	3/18/2016	5/22/2016	6/22/2016					6/29/2016	Fees Assessed
Wyandotte	3/18/2016	5/22/2016	6/22/2016	7/22/2016			8/5/2016		
Yankton	3/18/2016				6/15/2016		8/5/2016		
Chippewa Cree	3/18/2016							5/27/2016	Fees Assessed
Crow Tribe	3/18/2016							5/27/2016	Fees Assessed
Fort Belknap Indian Community	3/18/2016							5/27/2016	Fees Assessed
Keweenaw Bay Indian Community	3/18/2016							5/27/2016	Fees Assessed
Lac du Flambeau	3/18/2016							5/27/2016	Fees Assessed
Lac Vieux Desert Band of Lk Superior Chippewa	3/18/2016							5/27/2016	Fees Assessed
Lower Sioux Community of Minnesota	3/18/2016							5/27/2016	Fees Assessed
Menominee	3/18/2016							5/27/2016	Fees Assessed
Northern Cheyenne	3/18/2016							5/27/2016	Fees Assessed
Ottawa	3/18/2016							5/27/2016	Fees Assessed
Ponka	3/18/2016							5/27/2016	Fees Assessed
Red Cliff	3/18/2016							5/27/2016	Fees Assessed
Santee Sioux	3/18/2016							5/27/2016	Fees Assessed
Sisseton- Wahpeton Oyate	3/18/2016							5/27/2016	Fees Assessed
Spirit Lake Nation	3/18/2016							5/27/2016	Fees Assessed
Turtle Mountain Band	3/18/2016							5/27/2016	Fees Assessed
Upper Sioux Community of Minnesota	3/18/2016							5/27/2016	Fees Assessed

5.0 Financial Cost Assessment

As discussed above, recommendations for the new tower have been narrowed to a monopole design for reasons of aesthetics, functionality, and cost. As part of the study scope, SEH has reached out to two qualified area contractors for estimated project costs based on the proposed project parameters. (Please see Appendix H) The Estimated costs are shown in Table 3 below:

Table 4
Estimated Costs

Contractor	Estimated Construction Cost
Vertical Limit Construction, LLC	\$624,177.46
Vinco Inc.	\$451,200.00

A breakdown of these costs was provided in the February 15, 2016, letter provided by SEH and is provided as an attachment to this report. (Please see Appendix H) A revised project estimate was requested to be inclusive of associated costs for the decommissioning of the Gardner Street site, information that was not part of the original contractor estimates, but is included in Table 4 below:

Table 5
Telecommunications Tower Feasibility Study Relocation Cost Estimate

Item #	Description	Wayzata Middle School Monopole
1.0	PREPARE NEW SITE	
1.1	Detailed Bid Specifications & Construction Documents	\$ 30,000
1.2	Clear and Grade Compound and Tower Locations	\$ 55,000
1.3	Access Drive	\$ 30,000
1.4	Utility Right of Way Improvements	\$ 46,000
1.5	Tower Structure w/Foundation (installed)	\$ 350,000
1.6	Ice Bridge to Compound w/Spurs to Tenants	\$ 15,000
1.7	Equipment Shelter Compound: Aggregate, Gate, Fence.	\$ 65,000
1.8	Site Grounding System	\$ 15,000
1.9	New Electrical Service	\$ 78,000
1.10	City Project Mgmt (Admin, Legal & Coordination)/Inspection	\$ 35,015
1.11	Subtotal	\$ 719,015
1.12	Contingency 15% construction cost	\$ 107,852
1.13	New Site – Estimated Project Cost:	\$ 826,867
2.0	RELOCATE / ADD TENANTS (at Tenant Expense)	
2.1	City related PM / Coordination / Legal	\$ 15,000
3.0	DECOMMISSION AND CLEAN UP @ GARDNER SITE	
3.1	Remove Chain Link Fence	\$ 2,000
3.2	Remove Cables and Ice Bridges	\$ 3,000
3.3	Remove all Brush and Aggregate	\$ 3,000

3.4	Grade and Sod site	\$ 5,000
3.5	Project PM and Construction Admin.	\$ 2,000
3.6	Subtotal	\$ 15,000
3.7	Contingency	\$ 1000
3.8	Gardner Site Clean Up – Estimated Project Cost (City Expense)	\$ 16,000

Assumptions/Qualifications

1. Tower material pricing assumptions listed below:
 - a. 195' monopole
 - b. 5 antenna platforms with handrail kit, 12'face, no antenna pipes
 - c. Loading:
 - 5 carriers each with (12) antennas and (12) 1-5/8 coax lines
 - Structure Class II, Exposure Category C, Topography Category 1
2. Tower foundation pricing based on 9' diameter by 57'-6" depth caisson.
 - a. 9' diameter, 57'-6" length
 - b. Slurry water disposed of on site
 - c. Spoils removed from site
3. Soils information from geotechnical report furnished by SEH Engineer.
4. Access road – 12' wide, 690' long, ground stabilization fabric, 6" aggregate surfacing
5. Tower compound – 75' by 75', ground stabilization fabric, 6" aggregate surfacing
6. Fencing – 6' standard chain link, driven posts (no concrete)
7. Electric – 6-gang multi-meter fed with (6) 500 MCM conductors. Utility transformer located within 10' of metering equipment.
8. Fiber/Telco – not included.
9. Grounding – standard system, #2 solid, tinned conductor and 5/8" by 10' long ground rods.
10. Pricing does not include any carrier work.
11. All work completed in "no frost" conditions.

With respect to engineering, SEH proposes a fee of \$65,015 inclusive of design and specification development, bidding, construction administration, and construction observation. Upon completion of the feasibility study, SEH will provide the City of Wayzata with a final estimate based on the City's review and any final changes to the overall project scope. Our submission will include a comprehensive breakdown of tasks associated with our scope of work and corresponding fee.

6.0 Project Schedule

The table below outlines a tentative project schedule that gives consideration to forthcoming lease renewals by the carriers and the request by Wayzata Middle Schools to complete construction prior to the start of the 2017 -2018 school year.

Table 6
Project Schedule

Activity	Date
Engineering Phase	
Engineering Awarded	November 1, 2016
Project Initiation Meeting	Week of November 1, 2016
Development – Plans/Specifications	November 2, 2016
Tenant Meeting	December 8, 2016
Review by City Staff	December 15, 2016
Final Plans/Specifications	January 9, 2017
Bid Phase	
Project Approval by Council	January 17, 2017
Ad for Bid	January 23, 2016 - Depending on Publishing Date Req.
Pre Bid Meeting	February 9, 2017
Contractor Qualification Assessment	February 16, 2017
Bid Opening	February 23, 2017
Council Award	March 7, 2017
Contracts to Contractor	March 14, 2017
Construction Phase	
Submittal Review	April 7, 2017
Preconstruction Meeting	May 30, 2017
Site Mobilization/ Foundation Development	June 6, 2017
Tower Erection/Site Utilities/Tenant Ground Equipment	July 6, 2017
Access Road Development and Final Landscaping	August 5, 2017
Begin - Tenant Monopole Installations	September 4, 2017
Substantial Completion - Tenant Monopole Installations	October 6, 2017

Note: The above represents estimated dates

It has been identified by the City that due to the project type the City will need to go through the conditional use permitting (CUP) process, taking approximately 60 days to complete. It is our understanding that it is the City's intent to proceed with this process in tandem with other activities as outlined in the above schedule, with completion prior to contractor award.

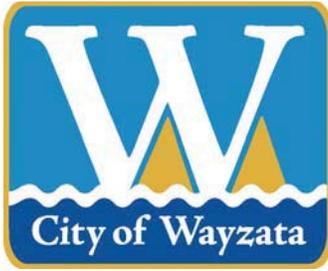
7.0 Feasibility and Recommendation

As discussed in the introduction, water storage facilities have been utilized by Tenants for their height and location from the beginning. However, over the years the sheer number of Tenants and their equipment necessary to provide needed services for voice, data and streaming would ultimately create facility issues. The City of Wayzata neighborhood residence have become increasingly disturbed by equipment noise, continuous Tenant access, and the obtrusiveness of both the equipment compound and the Gardner Street water tower itself.

The City views telecommunication services as an important asset to the existing and future growth of the City. Based on considerations for location design parameters, cost, construction

scheduling, Tenant disruptions (service) and/or site reestablishment, and overall aesthetics, SEH recommends consideration by the City for new tower construction at the Wayzata Middle School site. We believe it is the option that most completely satisfies the criteria set by the City of Wayzata and that of the Tenants for providing continued telecommunications service today and for the future to the benefit of both area businesses and its residents.

dmk



City of Wayzata Public Works
299 Wayzata Blvd. W
Wayzata, MN 55391

Director Of Public Service
David Dudinsky
City Engineer/Assist. Public Works Director
Mike Kelly
Public Works Superintendent
Jim Eibensteiner
Public Works Secretary/Utility Billing Clerk
Rebecca Jones

Memorandum

To: City Council and City Manager
From: Dave Dudinsky, Director of Public Service
Date: October 26, 2016

CONSIDER AUTHORIZING FINAL PLANS/SPECIFICATIONS & AD FOR BID THE CONSTRUCTION OF A MONO POLE TELECOMMUNICATION TOWER

The City Council received and discussed the completed Wayzata West Middle School Communication Tower Feasibility Study Report at a council workshop held on October 18th.

Volume 1 of the report is attached for reference. Volume 2 consisting of all the Appendixes (688 pages) to the report is available at City Hall for viewing. An electronic copy of the complete report can be obtained upon request by contacting Public Works at 952-404-5360.

At the end workshop, staff was directed to add under new business for the next council meeting an agenda item for Consideration by the Council to Order Final Plans and Specifications and Advertise for Bids the Construction of a Mono Pole Telecommunications Tower on the Wayzata West Middle School Property located at 149 Barry Ave N. (Attached is a Proposed Cell Tower Site Plan showing the location of the proposed Mono Pole Tower on the school property.

If the Council chooses to take action and Order Final Plans and Specifications and Advertise for Bids the Construction of a Mono Pole Telecommunications Tower on the Wayzata West Middle School Property, consideration of award will take place in late February of 2017. If the City Council chooses to award, actual construction would start in June of 2017 after school is out for the summer. The detailed proposed project schedule (Table 6) is on page 15 of the Feasibility Report.

Table 5 on page 13 of the Feasibility Report shows on item 1.13 the overall relocation cost estimate at \$826,867. Items 1.2 thru 1.9 totaling \$654,000 is the Engineering Estimated Construction Cost.

The City is currently in new lease negotiations with the four existing telecom tenants to relocate from the city water tower to the new Telecom Mono Pole Tower at the school site. Capital contributions from each of them toward the cost of tower project is being negotiated. The other funding source is the city's Telecom CIP Fund.

Finally, a graphic is attached that shows a similar looking constructed Mono Pole Tower for reference. It's estimated to be about 170 feet tall. The proposed Telecommunications Mono Pole Tower will be 199 feet tall.

ACTION ITEM:

Authorize Final Plans and Specifications and the Advertising for Bids the Construction of a Telecommunication Mono Pole Tower on the Wayzata West Middle School Property located at 149 Barry Ave N.



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

Mayor:
Ken Willcox

City Council:
Dan Koch
Johanna McCarthy
Alex Plechash
Steven Tyacke

City Manager:
Jeffrey Dahl

Date: January 11, 2017
To: The Honorable Mayor and Members of the City Council
From: Jeffrey Dahl, City Manager
Subject: Discussion of Honors Plaza for the City of Wayzata

Background

In 2015, Barry Petit made a presentation to the Council regarding Mill Street Parking Ramp considerations, which, among other items, included a plaza at the northwest corner of Lake and Superior.

Update

Since then, a group of several community members, led by Petit, Darrell Leines, Paul Webster, Greg Rye, Steve Langsdale, and Gen. Bob Shadley, have been in conversation about creating a plaza at that location. This past Fall, the group received 9/11 artifacts from a resident of Wayzata whose son tragically died in the 9/11 attacks. More recently, the group made a presentation to several community members late in 2016 and have since requested to discuss their plans at a Council Work Session. The group is anxious to move this project forward.

Analysis

The main objectives of the group are to provide a peaceful oasis for reflection within the community and to pay tribute to public safety officials, both locally and nationally. Staff has relayed the following to the group for their consideration:

- Staff, City Council, and the community as a whole is grateful for this group of community leaders to take on this selfless task;
- The City Council would likely be very supportive of their over-arching objectives;
- The group is following the appropriate process by presenting their concept to the Council; and
- The next step would be to work with the group on developing a more detailed action plan and timeline that would spell out the appropriate community engagement, planning, and approval process.

The location and design of such a plaza should be further vetted, aligned with current and planned construction projects, and consistent with long range planning initiatives. In addition, there will need to be more stakeholder engagement with, for example, boards and commissions, adjacent property owners, local businesses, etc.

Staff has made the following observations based on the group's preferred location of the plaza at Superior and Lake.

Economic Development

The property at Superior and Lake is owned by the City. Selling, dedicating, or foregoing future development of the property does have long term financial, land use, and parking implications that the Council would need to weigh.

Parks and Trails Review

The project should be reviewed by the Parks and Trails Commission. Best practices would be for the committee to add it to the Capital Improvement Plan for implementation in future years---just like the City will likely be doing for the JW Anderson Memorial Project.

Planning Review

Once final design is determined, the Planning Commission will need to review the design of the plaza, assuming that it is a stand-alone project not adjoined with any other project. This whole process, including Council review, typically takes around 90 days upon receiving the application.

Comprehensive Plan Update

Later this year, the City will be embarking on an initiative to update its Comprehensive Plan—a document that articulates and updates the City’s vision, mission, and then the corresponding land use and infrastructure plans. New developments, even if it is a “gathering place” or “plaza” will need to keep this in mind especially if the potential development varies from the existing Comprehensive Plan.

Lake Effect

Staff has discussed the Honors Plaza concept with members of the Lake Effect Conservancy as well as Civitas, the consultant who created the Lake Effect Schematic Design. They were both intrigued by the plaza, its objective, and were excited about the possibility of incorporating it into the Lake Effect.

Private Property Concerns

The City currently has an agreement with the neighboring property owner at Superior and Lake regarding parking in the lot in front of the Muni. Any development of that property would likely require amending the previous agreement.

Timing

Given other construction projects in the vicinity of Superior and Lake, staff will recommend no additional City-related construction in the area during the balance of 2017.

Recommendation

The objective of the work shop should be for the group to present their objectives and conceptual project plans and then receive feedback from the Council and work together on developing an appropriate engagement process that addresses the many variables associated with the project.