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**WAYZATA CITY COUNCIL  
SPECIAL WORKSHOP MEETING MINUTES  
May 24, 2016**

**5:30 PM COUNCIL INTERVIEW CITY ASSESSOR CANDIDATE ROLF ERICKSON**

Mayor Willcox called the workshop meeting to order at 5:30 pm in the Community Room at Wayzata City Hall. Council Members present: McCarthy, Mullin and Tyacke. Council Member absent: Anderson. Also present: City Manager Dahl, and Director of Planning & Building Thomson.

City Assessor candidate Rolf Erickson with Southwest Assessing presented his proposal to provide residential assessing services to the City in order to replace retiring residential Assessor Dan Distel.

The Council discussed the qualifications of Southwest Assessing and directed staff to draft a contract for residential assessment services with Southwest Assessing to be considered at the June 7<sup>th</sup> Council Meeting.

**6:15 PM COUNCIL INTERVIEW THREE (3) OWNERS REPRESENTATIVES FOR MILL STREET PARKING RAMP PROJECT**

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

Mr. Dahl stated that earlier this month, staff sent out an RFP to selected firms that could provide construction management services as the City's "Owner Representative" for the pending construction of the Mill Street Parking Ramp. After reviewing the proposals, staff has selected three (3) finalists that will be presenting proposals tonight. The following groups made presentations to the Council:

- 6:15 pm – SEH, Inc.
- 6:45 pm – TEGRA Group
- 7:15 pm – Terranova, LLC

The Council reviewed the proposals and discussed their options. Ultimately, consensus was reached that provided that if the TEGRA Group could address discussion points regarding cost and engineering expertise, that staff should draft a contract for owners representative services with TEGRA Group to be considered at the June 7<sup>th</sup> Council Meeting.

The workshop meetings were adjourned at 8:25 pm.

Respectfully submitted,

*Becky Malone 06-07-2016*  
Becky Malone  
Deputy City Clerk