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**WAYZATA CITY COUNCIL
MEETING MINUTES
March 20, 2018**

AGENDA ITEM 1. Call to Order.

Mayor Willcox called the meeting to order at 7:00 p.m.

AGENDA ITEM 2. Pledge of Allegiance.

AGENDA ITEM 3. Roll Call.

Council Members present: Tyacke, McCarthy, and Plechash. Council Member absent and excused: Dan Koch. Also present: City Manager Dahl, Director of Planning and Building Thomson, City Engineer Kelly, and City Attorney Schelzel.

AGENDA ITEM 4. Approve Agenda.

Mr. Plechash made a motion, seconded by Mr. Tyacke to approve the agenda. There was no further discussion. The motion carried 4/0.

AGENDA ITEM 5. Public Forum.

a. Recognition of Retiring Firefighter Reb Bowman

Fire Chief Klapprich recognized Reb Bowman for his 35 years of service as a firefighter and presented him with a gift.

Mr. Bowman commented he was a teacher and coach for 35 years. He highlighted past events and thanked people in his life over the past 35 years. He thanked Chief Klapprich for saving his life by requiring that he get a physical examination, which revealed that he had a heart condition.

Mayor Willcox commented Wayzata firefighters are part of a family and he thanked Mr. Bowman for his years of service.

b. Swearing-in Ceremony for Firefighters Travis Bunch and Zev Oman

Fire Chief Klapprich explained that after successfully completing a year of probation, firefighters are sworn in. He introduced Travis Bunch and Zev Oman and City Manager Dahl administered the oath of office to both Travis and Zev.

Mr. Bunch thanked his family for their support.

Mr. Oman thanked his family and stated it is an honor to be a firefighter.

Chief Klapprich invited everyone to join them for cake at the fire station.

Dan Gustafson, 1040 East Circle Drive, referred to item 7(g) Approval of Updated Communications Policy. He directed the Council to page 66 of the meeting packet, Section i, fifth bullet point, and questioned why this paragraph was included in the Communications Policy. He also referred to a section the Strategic Plan for 2017-2020 and stated they may be getting ahead of themselves. As owner of the Wayzata.com, a geo domain and potential tourism website, he had hoped to be part of the conversation to discuss branding.

AGENDA ITEM 6. New Agenda Items.

Mr. Tyacke commented he has been contacted by residents regarding the traffic and school crossing at Barry Avenue and Wayzata Boulevard. Residents would like to see a stoplight installed at that intersection. Another area of concern has to do with pedestrian traffic on Ferndale Avenue between Lake Street and Wayzata Boulevard.

Mayor Willcox stated they have previously discussed installing a sidewalk on Ferndale Avenue and there are constraints.

1 City Manager Dahl noted it will be included in the sidewalk component of the
2 Comprehensive Plan and it is good timing to further explore what options are available.

3 The Council agreed to discuss both items at a future meeting.
4

5 **AGENDA ITEM 7. Consent Agenda.**

6 Mayor Willcox noted the Council met in Workshop prior to the meeting to discuss 2018 market
7 values from City Assessors.

8 Mr. Plechash referred to the Communications Policy and noted it would be nice to have a
9 redlined and final copy included in the meeting packet in the future.

10 Mr. Tyacke referred to item 7(f) Approval of Agreement with Hennepin County for Lease
11 of the Wayzata Library Building at 620 Rice Street. He inquired if any restrictions were included
12 in the agreement that would prohibit the use of a telecommunications site on the building in the
13 future.

14 City Manager Dahl stated they have considered this and believes the lease would allow it.
15 The City Attorney is still trying to confirm it and they should have an answer in a few days. If it is
16 a concern, he suggested they hold off on signing the lease.

17 City Attorney Schelzel suggested item 7(f) be approved, contingent upon the City
18 Attorney's office confirming the City's flexibility to have a telecommunications site on the roof.

19 Mr. Tyacke inquired about the comments made by Mr. Gustafson regarding item 7(g)
20 Approval of Updated Communications Policy.

21 Mr. Dahl explained the section of the Strategic Plan Mr. Gustafson was referring to is
22 consistent with the intent of the updated Communications Policy. The Strategic Plan indicates
23 moving forward next year with a more comprehensive branding study.

24 Mayor Willcox noted that at the time of the branding study the City could have a discussion
25 with Mr. Gustafson about Wayzata.com. City Manager Dahl agreed.

26 Mr. Tyacke made a motion, seconded by Mr. Plechash, to approve the consent agenda,
27 with approval of item 7(f) contingent on the City Attorney reviewing the lease agreement to allow
28 telecommunications facilities on the roof:

- 29 a. Approval of City Council Workshop Meeting Minutes of March 6, 2018, and City Council
- 30 Regular Meeting Minutes of March 6, 2018
- 31 b. Approval of Check Register
- 32 c. Approval of Municipal Licenses
- 33 d. Police Activity Report
- 34 e. Building Activity Report
- 35 f. Approval of Agreement with Hennepin County for Lease of the Wayzata Library Building
- 36 at 620 Rice Street East
- 37 g. Approval of Updated Communications Policy
- 38 h. Approval of SEH Contract for the Reconditioning of Water Tower
- 39 Motion carried.
- 40

41 **AGENDA ITEM 8. New Business.**

42 **a. Consider Approval of Resolution No. 11-2018 Approving a Conditional Use Permit**
43 **for a Verizon Wireless at 1000 Superior Boulevard**

44 Director of Planning and Building Thomson reported this item was previously tabled by the Council
45 at the February 20, 2018 City Council meeting with further direction to City staff and Verizon
46 Wireless. The applicant and City staff have been working on completing the items requested by
47 the Council and are requesting the application be tabled until the April 3 City Council meeting.
48 Verizon granted an extension to the 120-day rule through April 3, 2018.

49 Mrs. McCarthy made a motion, seconded by Mr. Tyacke to table review of the
50 development application for Verizon Wireless until the April 3, 2018 City Council meeting. There
51 was no further discussion. The motion carried 4/0.

1
2 **b. Consider Approval of Plans and Authorization to Solicit Bids for the Reconstruction**
3 **of Wayzata Boulevard/Superior Boulevard Intersection**

4 City Engineer Kelly provided a brief history on this project. He reported in June 2017, the City
5 Council directed staff to pursue the construction of Option 2. In September 2017, the City Council
6 awarded the contract for design and construction services to WSB. Since then, there have been two
7 meetings with the Benton Avenue neighborhood and other property owners adjacent to the
8 proposed project. Construction is proposed to start in late-May or early-June and take
9 approximately 10 to 12 weeks. Staff is requesting approval of the plans and authorization to finalize
10 construction plans and solicit bids through a formal, public bidding process.

11 Mr. Tyacke inquired if the traffic study analyzed the impact to businesses on the east end
12 of town.

13 Mr. Kelly responded it studied traffic volumes and traffic flow through town, particularly
14 through the intersections and surrounding off streets.

15 Mayor Willcox commented they have gotten a lot of feedback on this item and it seems the
16 impression is that the City has not communicated very well regarding this item. He asked City
17 Manager Dahl to go through how communication was handled.

18 Mr. Dahl summarized the public engagement process that was conducted. The City's
19 approach was to provide individual notice to every property owner that is directly impacted or on
20 a street directly impacted by the project and to utilize the variety of City-wide media to get the
21 word out to the rest of the community. They sent individual notices to 45 properties and this topic
22 was part of three neighborhood meetings, four City Council meetings and one block party
23 gathering. It was in 16 Wayzata Weekly's, one portal newsletter and part of four Ask the Mayor's.
24 All these events and communications also had social media notifications, except for the block party
25 gathering. It is impossible to reach everyone, but this shows they did try.

26 Mayor Willcox commented the decision to go with Option 2 has already been made. The
27 action before the Council is whether to authorize staff to open it up for contractor bids. This is new
28 information to businesses and there was not a great consensus by the neighborhood for either
29 option.

30 Polly Anderson, 230 Chicago Avenue North, commented this process has not been clear
31 and transparent. Option 2 was not posted clearly on the website until March 5, 2018 and this seems
32 negligent. Councilmember Plechash's voicemail box was full when she tried to call last week and
33 Mayor Willcox's phone number on the City's website leads to a business. This intersection is
34 important, and she requested they delay proceeding with the project.

35 Lee Glover, representing St. Bartholomew Catholic Faith community, expressed the
36 following concerns with the proposed rerouting of traffic from Superior Avenue to the intersection
37 of Wayzata Boulevard and Broadway: 1) The higher volume of vehicles on Broadway is the same
38 location that was previously determined to be the safest and most efficient location for their bus
39 line; 2) People will use the school and church parking lot as a cut through from City Hall and the
40 library, which is already a daily issue; and, 3) It will jeopardize the safety of the students who walk
41 to school daily, as well as those that use the playground. She requested they reconsider maintaining
42 the traffic flow to businesses on Lake Street to be accessed from Superior Avenue and not on the
43 residential area of Wayzata Boulevard.

44 Nicholas Dickel, 627 Wayzata Boulevard East, commented he was only notified through
45 the portal. This project will impact both the residential and downtown areas and he strongly
46 requested they reconsider. Option 2 counters what was discussed at previous meetings and Option
47 1 was more favorable.

48 Kristi Patterson, owner of Grace Hill at 785 East Lake Street, commented five of the seven
49 years she has had her store, the area has been under construction. The business owners are finally
50 able to enjoy the vibrant area in Wayzata. Any small thing they do to take away business traffic is
51 hard for an independent business owner. She requested they choose Option 1.

1 Karen Heinrich, 627 Wayzata Boulevard East, commented Superior Boulevard is an
2 adorable entrance to Wayzata, it brings people to the businesses and represents better branding. To
3 push people into the residential area is lunacy. The businesses need to be successful and this helps
4 Wayzata to compete with other cities as a daytime destination.

5 Joann Birkholz, 140 Benton Avenue, commented she is amazed at the amount of people
6 that have recently commented on this item. Although there were meetings and discussions, it is
7 hard to get to everyone and people want to discuss it further. She believes a majority of the
8 neighborhood supported Option 1 and requested the Council consider whether Option 2 is the right
9 thing for Wayzata.

10 Terri Huml, 293 Grace Pointe Court, requested the Council consider the following: 1) The
11 current intersection actually works; 2) They have not had full ingress and egress into Wayzata in
12 years and the traffic counts could have been flawed; and, 3) Businesses are finally doing better, and
13 it is hard to fathom the traffic issues this project will bring. Any type of road block that prevents
14 people from coming into Wayzata hampers business. Many businesses opened up in the Promenade
15 based on the fact that it would be the main ingress into some of the retail stores. She inquired where
16 the rerouting of traffic will go during construction. Studies have been done and the design meets
17 the City's desire. However, if it is the wrong decision and millions are spent, it will be devastating.

18 Sarah Showalter, 635 Wayzata Boulevard, commented she has reviewed the information
19 for this project. There is a broader meaning on who is potentially impacted than when this project
20 was first considered. The details of the plan were widely unknown by businesses impacted by the
21 project. She appreciates how the City engages the community with projects and additional direct
22 letters, signage, and emails are examples of ways the City can engage its residents in the future.
23 She suggested the Council consider the severity of the concerns voiced by the businesses, residents,
24 church and school and try to find a solution that best serves the community. She discussed the
25 results of the traffic study and questioned the accuracy of it. The Wayzata Boulevard/Superior
26 Boulevard presents a great opportunity to direct traffic to the downtown area. Option 1 that was
27 considered would meet current and future traffic needs. 218 residents have signed a petition
28 requesting the City Council halt and reconsider this decision.

29 Chuck Yancey, 740 Park Street East, commented he has lived in Wayzata for 22 years.
30 With Option 2, he is concerned with the seniors that will have to turn left at that intersection and
31 the speed attained trying to make the yellow light a Wayzata Boulevard. He inquired if they have
32 considered getting rid of the traffic that goes through the intersection by putting an intersection off
33 the highway at Ferndale.

34 Mayor Willcox noted an on and off ramp at Ferndale has been discussed for the past 20
35 years.

36 Angie Toomey, 291 Glenbrook Road, commented she feels like they are being heard by
37 being given the opportunity to talk. There is a crosswalk at the corner of Glenbrook Road and
38 Wayzata Boulevard and she does not allow her kids to use it anymore because of too many close
39 calls. Safety along Wayzata Boulevard is an issue and Option 2 is not going to resolve this.

40 Theresa Johnson, 120 Benton Avenue, commented she has been at all the meetings. Safety
41 is a concern and getting traffic to the businesses is important. She inquired if Presbyterian Homes
42 is paying for a lot of this project and commented the City should make a decision based on what
43 affects the most people. She understands that snow plowing would make things much easier if the
44 intersection was straight.

45 Kathy Whiting, owner of homes on Crosby Road and Bushaway Road, commented she has
46 not heard anything about this until tonight. Wayzata is very interested in bringing people in from
47 outside the community. Since the medians went in on Wayzata Boulevard, it is hard for people to
48 get out of Wayzata. If access is also taken away on Superior Boulevard, people will get frustrated
49 and not even come to Wayzata.

50 Mayor Willcox noted part of the reason the medians were put in was to calm traffic.

1 Alexander Rutlin, 154 Glenbrook Road, commented his children get on the bus at
2 Glenbrook and Wayzata Boulevard, and his wife has witnessed an accident there. If they straighten
3 out the intersection, people will drive faster, and it terrifies him with a bus stop right there.

4 Jenny McCabe, Treasurer and Board member for the Greater Wayzata Chamber of
5 Commerce, commented she agrees with what the residents have said. The receptionist at her work
6 was hit near St. Bartholomew's while walking on her lunch break and was out of the office for a
7 week. The retailers have also experienced difficult years and she requested the Council reconsider
8 Option 1.

9 Taylor Stevens, 219 Chicago Avenue North, agrees with what has been said about lack of
10 communication from the City and safety concerns. However, he does not believe Option 1 is a
11 better solution for the City. With this option, he is concerned with the single left turn lane onto
12 Superior rather than the two straight lanes going eastbound. The current intersection is not that
13 bad, and is a suitable option compared to the alternatives. He supports the current intersection,
14 Option 2, and further investigating before anything is decided.

15 Mr. Plechash stated there was a history to this project and they voted on it on his second
16 day on the City Council. This was driven by people who lived in the Benton Avenue neighborhood.
17 Safety was the biggest concern and there was no intention to redirect traffic one way or the other.
18 Spending money does not seem reasonable and if the intersection works. If this was presented as
19 an option, he would have opposed both Options 1 and 2. He is impressed with the outpouring of
20 the community and it makes sense to postpone this item and look at the facts.

21 Mr. Tyacke stated the impact of this is greater than what was first anticipated. There is
22 also an impact on St. Bartholomew's church and school, residential side streets, and the business
23 owners on the east end of towns. There was a gap in communication and he supports postponing
24 this item to consider the facts again. He has also favored an intersection option at Ferndale. The
25 traffic conditions have changed since 2015 and information on this should be updated.

26 Mrs. McCarthy commented the City Council failed in a couple of different spots. They
27 have to look internally to see what can be changed for future notifications. She was always in favor
28 of Option 1 as it kept with the character of Wayzata. With the Lake Effect and visioning workshops,
29 the feedback shows the community still wants charm. This intersection has been discussed for at
30 least 10 years, things have changed since then, and she does not know how much of it needs to be
31 revisited. The community has spoken and is more inclined to support Option 1. She encouraged
32 Councilmembers to hear what the community has to say.

33 Mayor Willcox apologized for the lack of communication to those impacted by this project.
34 The reason they wanted to change this intersection was to make it clearer which direction to go and
35 to make it more pedestrian friendly. Timing is an issue because of the other road closures that will
36 take place. He suggested residents watch the meeting that took place on June 6, 2017 when the
37 Council voted on this item. Due to additional information they have received, the outpouring from
38 community, and the Council down one member for this meeting, he suggested they table this item.

39 Mr. Dahl noted they can move forward with the action tonight, further pursue Option 1, or
40 create an Option 3 to consider tweaks and subtle improvements to that area. He suggested they
41 table this item and direct staff to provide more information on all these options.

42 Mrs. McCarthy stated they tend to always use the same engineering firms and by doing so,
43 they may be limiting themselves with creativity.

44 Mr. Kelly commented SRF has been their traffic consultant because they are familiar with
45 the community, but there are pros and cons to this. With this project, they put out an RFP for the
46 design and a different engineer than SRF wanted to work on it. This is the engineer that the City
47 used, but there may be other engineers that could come up with a different alternative for this
48 intersection. They have numbers and traffic volumes as well as important public input. He would
49 be happy to bring back the traffic engineer and design engineer to talk about the potential options.

50 Mayor Willcox commented he is in favor of bringing back the engineers to present a strong
51 argument for all three options.

1 Mrs. McCarthy suggested they hold a community engagement meeting to discuss the three
2 options before it comes back to the Council for action.

3 Mr. Tyacke inquired what it would take to initiate an exit at Ferndale Avenue and Highway
4 12.

5 Mr. Kelly explained he has had informal conversations with Mn/DOT. It was originally
6 brought forward in the early 1990s by Mn/DOT, but the Council took action and voted against it.
7 The neighbors on Ferndale Road and adjacent to Highway 12 were opposed to it due to the impacts
8 of additional traffic. At this point, they would need to put together a recommendation to have
9 Mn/DOT study it. However, they probably would design it but not pay for it. It is a long process
10 and probably would not happen in the next five to 10 years.

11 Mr. Plechash stated he supports looking into the Ferndale Road option, but it does not
12 affect the decision before them. He inquired what will happen to the money earmarked to pay for
13 this if they decide to do nothing.

14 Mr. Dahl responded if less is done, but the improvements are still consistent with what is
15 in the development agreement with Presbyterian Homes, staff is confident they will be supportive.
16 Funds can only be used toward improvements to that intersection.

17 Mr. Plechash commented they previously went through an Option 1 and Option 2 scenario
18 and he would now like to see how the resident's concerns will impact the decision. He would also
19 like to see a viable Option 3.

20 Mr. Dahl noted in order to move forward this year, they would have to make a decision
21 within the next month. If they were to delay this, it would extend in to next year. Any project
22 beyond next year may be problematic with Presbyterian Homes.

23 Mr. Kelly commented if Option 1 and Option 2 were selected in a month, it still could not
24 happen this year. Option 1 has not been designed and they would need to go through the process of
25 preparing the layout and consider the impacts. As they consider an Option 3, it may be a project
26 that could be completed this year. This could include retaining walls at Benton Avenue,
27 improvements on Superior Boulevard, and a traffic signal system for the intersection.

28 Mr. Plechash commented it feels like they are trying to race through the project and they
29 do not need to do it this way.

30 Mr. Tyacke noted he would like to hear input from the hotel.

31 Mr. Dahl commented he has talked with the hotel and their primary concerns are the
32 impacts of construction versus any preferred alignment. Staff will come up with a plan for
33 community engagement to discuss the options and present it at the next City Council meeting.

34 Mr. Kelly suggested they table this item indefinitely until the community engagement
35 process is complete.

36 City Attorney Schelzel commented everyone agrees that no action will take place on this
37 item until they have gone through the process that staff will bring back to the Council at the next
38 meeting.

39 Mr. Tyacke made a motion, seconded by Mr. Plechash to table this item and direct staff to
40 bring back a recommendation on a community engagement process to further consider the options
41 available. There was no further discussion. The motion carried 4/0.

42 Mr. Dahl requested the residents in attendance sign up for the City's social media platforms
43 for further notification on this process.

44
45 **c. Consider Approval of Proposals and Authorization of Contracts with Stantec and**
46 **SRF Consulting for 2040 Comprehensive Plan Services**

47 Director of Planning and Building Thomson reported at the last meeting, the Council finalized the
48 visioning report that laid a lot of the ground work for the comprehensive plan. It helps to establish
49 the City's demographics, population characteristics, future trends, and eight guiding principles.
50 The next phase is to develop the individual components of the plan and they have received
51 proposals from SRF and Stantec to complete the land use, housing, and transportation components

1 of the comprehensive plan. They are clustered together because land use and housing drives the
 2 transportation component and they will work with the advisory committee on these topics. SRF
 3 will be the project manager and will meet with the Advisory Committee a minimum of four times.
 4 Parks and Trails will also be worked into the comprehensive plan. Natural resources and resilience
 5 and historic and cultural resource preservation will be looked at in the future.

6 Mr. Tyacke requested a summary of the qualifications of SRF and Stantec to perform this
 7 work.

8 Mr. Thomson stated SRF has done the transportation planning for the City and in previous
 9 comprehensive plans. They are a full-service planning and engineering firm and led the City's last
 10 comprehensive plan update ten years ago.

11 Mr. Kelly commented the City has been using Stantec for their stormwater needs and they
 12 assisted the City in updating the stormwater management plan for the watershed district. Several
 13 of their engineers have worked for other consultants in preparing the City's sewer and water master
 14 plans. It is beneficial to the City to have their expertise on Wayzata's water and sewer plan. Public
 15 Works is looking to have its internal water supply and sanitary sewer plan updated as part of the
 16 overall comprehensive plan.

17 Mr. Plechash inquired how much the cost for the stormwater management plan will be with
 18 Stantec.

19 Mr. Kelly responded the input necessary for the comprehensive plan will cost about \$1,500.
 20 However, the watershed has updated their comprehensive plan which means the City has to update
 21 its stormwater management plan. The cost has yet to be determined and this portion will be
 22 considered at a later date.

23 Mayor Willcox inquired if they know who the lead SRF facilitator will be. In his
 24 experience with other comprehensive plan groups, it is key to have the right facilitator. Barry
 25 Warner with SRF worked on the last comprehensive plan and was very good.

26 Mr. Thomson responded the primary project manager is Marie Cote and they may need to
 27 pull in other planners.

28 Mayor Willcox expressed concerned with the number of meetings. Having more meetings
 29 rather than having fewer works best.

30 Mrs. McCarthy commented SRF will be working on land use, housing and transportation,
 31 and the proposed facilitator is a transportation planner. They need facilitators that have knowledge
 32 in each of these specific areas.

33 Mr. Thomson stated they have not outlined which planners within SRF will be responsible
 34 for what is outlined in the proposals. They have people who do land use and housing proposals as
 35 well, and staff understands the importance of the facilitator for each of these.

36 Mayor Willcox explained this is for the comprehensive plan that looks at the next 20 years.
 37 It is mandated by the Metropolitan Council, and all the cities in its domain must do this. In addition,
 38 they have had a parks and trails master plan that will dove tail with this, the Lake Effect plan that
 39 considers the water front, and Future iQ's visioning plan that will help with the comprehensive plan
 40 as well.

41 Mr. Tyacke made a motion, seconded by Mrs. McCarthy to approve the proposals and
 42 authorization of contracts with Stantec and SRF Consulting for 2040 Comprehensive Plan Services.
 43 There was no further discussion. The motion carried 4/0.

44
 45 **AGENDA ITEM 9. City Manager's Report and Discussion Items.**

46 **a. Upcoming events/Announcements:**

- 47 • The Police Memorial Committee met and will come up with an amended site plan and
 48 recommendation to the Council in a couple of months. They hope to have a dedication in
 49 spring 2019.
- 50 • Pothole crews are out filling, and he encouraged residents to report them to City staff. Mrs.
 51 McCarthy noted there is a large pothole coming off 394 across from the BP station. Mr.

1 Kelly stated residents can contact the City and the City can relay the information to the
2 appropriate agency.

- 3 • He acknowledged Irene Stemmer for creating and providing all the content for the
4 Trapper's Cabin book.
5 • At the next workshop, they will discuss the Muni operations, but there will not be a CIP
6 session. The Council agreed to hold the CIP session as a separate meeting during the week.
7

8 **b. Council Member Updates/Announcements**

9 Mayor Willcox reported the request to rename the highway in memory of Officer Bill Mathews is
10 progressing at the State Capitol and Officer Mathews will also be honored at the State Chiefs
11 Association Meeting in Duluth on April 24.

12 Mrs. McCarthy inquired if they honor the appointees on Boards and Commissions that
13 have left their posts.

14 Mr. Dahl stated they are honored at the Volunteer Dinner and believes they are up to date.
15

16 **AGENDA ITEM 10. Public Forum Continued (if necessary).**

17 None.
18

19 **AGENDA ITEM 11. Adjournment.**

20 Mr. Tyacke made a motion, seconded by Mr. Plechash to adjourn. There being no further business,
21 Mayor Willcox adjourned the meeting at 9:26 p.m.
22

23 Respectfully submitted,
24

25 *Becky Malone 04-03-2018*
26

27 Becky Malone
28 City Clerk
29

30 Drafted by Shannon Schmidt
31 *TimeSaver Off Site Secretarial, Inc.*