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**WAYZATA CITY COUNCIL
MEETING MINUTES
May 7, 2019**

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: Buchanan, Koch, McCarthy, and Plechash. Also present: City Manager Dahl and City Attorney Schelzel.

AGENDA ITEM 4. Approve Agenda.

Mrs. McCarthy made a motion, seconded by Mr. Buchanan, to approve the agenda, as presented. The motion carried 5/0.

AGENDA ITEM 5. Public Forum.

a. Recognition of Longstanding Community Member Art Mason

Mayor Willcox read the proclamation and thanked Mr. Mason for his years of dedication.

Mr. Mason said he had a good, long run at McDonald's for the past 29 years. His pin collection had grown to 1,100 from all over the world.

b. Presentation of Wayzata Chamber Exceptional Service Award to AMG Photography

Sarah Kaelberer and Becky Pierson from the Chamber invited Ann Marie Grocholski of AMG Photography forward to receive the award. She talked about how the photographer served families with special needs.

Ms. Grocholski said the award was such an honor and surprise. She discussed how the work blesses her life as much as the families she worked with.

c. Recognition of ASLA-MN Award to Civitas for the Lake Effect Project

Scott Jordan, on behalf of Civitas, received the honor award from American Society of Landscape Architects Minnesota Chapter for the Lake Effect Vision Plan created in 2015. He presented the award to Mayor Willcox. He said they were always glad to win an award, but they do it for the communities they serve.

d. Update on the Lake Effect "Spring Splash" and Science Collaborative

Kit Swanson, Ridgedale YMCA Camp and Outreach Director, and Matt Thompson, Wayzata Community Sailing Center Executive Director, talked about the Lake Effect Spring Splash event on May 18, 2019 from 10:00 a.m. – 1:00 p.m. They also talked about the summer programs including camps.

Mayor Willcox asked about the age range for the camps. Mr. Swanson answered the first two weeks were for 4th through 6th graders. The third week was 7th through 9th graders and the last week was credit recovery for high school students. He also discussed the various elements of camp.

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2 **AGENDA ITEM 6. New Agenda Items.**

3 None.

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

6 Mrs. McCarthy asked a question concerning Item 7.f. She asked if the modifications to the
7 police department included locker rooms for males and females. Mr. Dahl responded that
8 the architects had a plan to meet those objectives without major remodeling.

9 Mrs. McCarthy asked for clarification on Item 7.e. as to whether the agreement
10 would preclude the City from using a different architect. Mr. Dahl said the agreement
11 would bind the City to Kalcon, but a different architect could be used if desired. Ultimately
12 the project would go out to bid.

13 Mr. Koch asked, concerning Item 7.f., if the police department expenses were part
14 of Capital Improvement Planning. Mr. Dahl answered that it was part of the General Fund
15 Capital Improvement Fund.

16 Mr. Koch asked, regarding Item 7.g., if the City would be in violation of any of the
17 agreements. Mr. Dahl noted that all of the businesses had been contacted, but asked the
18 City Attorney to comment. Mr. Schelzel commented the permits were not a legal right that
19 entitled the businesses to be on City property and were subject to larger projects in the City.
20 He did not anticipate an issue, but said he would review the permits.

21 Mr. Buchanan made a motion, seconded by Mr. Plechash, to approve the consent
22 agenda:

- 23 a. Approval of Local Board of Appeal and Equalization Minutes City Council Regular
24 Meeting Minutes of April 16, 2019
25 b. Approval of Check Register
26 c. Approval of Municipal Licenses
27 d. Mediacom Quarterly Customer Service Report
28 e. Approval of Professional Services Agreement with Kalcon Commercial
29 Construction for Comprehensive Interior, Kitchen, and Patio Plan for the Wayzata
30 Bar and Grill
31 f. Approval of Professional Services Agreement with HTG Architects for City Hall
32 Interior Remodel
33 g. Approval of 2019 Outdoor Sidewalk Café Permits
34 h. Approval of City Policy on Usage of Technology

35 The motion carried 5/0.

36
37 **AGENDA ITEM 8. New Business.**

38 **a. Consider Resolution No. 19-2019 Awarding the Sale of \$2,110,000 General**
39 **Obligation Improvement Bonds, Series 2019A**

40 Mr. Dahl gave a brief recap and introduced Stacie Kvilvang with Ehlers. Ms. Kvilvang
41 announced that the sale took place earlier and five bids were received. She noted the
42 amount had changed from \$2,110,000 to \$1,980,000.

43 Mayor Willcox asked if there was anything of interest to the Council regarding the
44 Triple A rating. Ms. Kvilvang answered that essentially everything was looked at from a
45 market data analysis to management. The Triple A rating was upheld with a good long-
46 term outlook.

1 Mr. Buchanan asked about costs. Mr. Dahl confirmed that all incurred costs would
2 be covered by Presbyterian Homes as a part of the project.

3 Mr. Koch made a motion, seconded by Mr. Buchanan, to Adopt Resolution No. 19-
4 2019, Relating to \$1,980,000 General Obligation Improvement Bonds, Series 2019A;
5 Authorizing the Issuance, Awarding the Sale, Fixing the Form and Details, Providing for
6 the Execution and Delivery thereof and the Security therefor and Levying Ad Valorem
7 Taxes for the Payment thereof. The motion carried 5/0.

8
9 **b. Review 2018 Audit Report**

10 Mr. Dahl explained that State Statutes required the City's financials be audited annually by
11 June 30th of the following year.

12 Bill Lauer, MMKR. Discussed the auditor's role, audit summary, Governmental
13 Funds change in fund balances, General Fund financial position, General Fund revenues –
14 budget to actual, General Fund expenditures – budget to actual, Enterprise Funds change
15 in net position, Water Fund, Sewer Fund, Solid Waste Fund, Stormwater Fund, Liquor
16 Fund, Licensing Fund, and government-wide net position.

17 Mayor Willcox asked about being reimbursed by the legislature in regards to
18 licensing. Mr. Lauer responded there was a bill in the previous legislative session that was
19 vetoed. Mr. Dahl noted he had received an email from the motor vehicle manager
20 concerning reimbursements that he would forward to the Council.

21 Mrs. McCarthy asked about implementing a system where invoices would be
22 submitted electronically. Mr. Lauer said he was seeing them more and more. His only
23 concern was an audit trail.

24 Mr. Plechash talked about the significant deficiency in segregation of duties and
25 asked if the City could do anything to mitigate that deficiency. Mr. Lauer said the City did
26 mitigate that issue a couple of years ago. Significant deficiency was an improvement from
27 material weakness. He said the City already outsourced some financial functions, but
28 essentially accepted a higher level of risk.

29 Mr. Plechash made a motion, seconded by Mr. Koch, to accept the 2018 Audit
30 Reports. The motion carried 5/0.

31
32 **c. Update on City's Cyber Security Practices**

33 Mr. Dahl noted that the City's Cyber Security Practices had been brought up at a previous
34 meeting. He wanted to update the Council on the City's current practices before moving
35 forward to another step. The City had data breach insurance as part of its overall annual
36 property/liability coverage through the League of Minnesota Cities. Additionally, the City
37 paid an IT consultant, Loffer Companies, annually for its services.

38 Mr. Plechash said the current level of cyber attacks were much bigger. He
39 recommended having a cyber security assessment completed.

40 Mr. Buchanan suggested looking into what other cities were doing and how
41 Wayzata compared as a first step to see if the City was deficient. A cyber security
42 assessment would be a next step.

43 Mayor Willcox was also interested in the cost of a cyber security assessment.

44 Mr. Dahl said he would gather that information and report back to the Council.

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

1 **a. Upcoming Events/Announcements**

- 2 • Parks & Trails Summer Program Kick-off on May 9, 2019 from 5:00 – 7:00 p.m.
3 • Police Memorial Dedication on May 13, 2019 at 10:00 a.m.
4 • Dig it Day at Public Works on May 18, 2019
5 • Planning Commission Public Hearing on Comprehensive Plan on May 20, 2019
6

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

8 Mayor Willcox noted the Director of Planning & Building Jeff Thomson had moved on
9 and asked Mr. Dahl to introduce the interim director.

10 Mr. Dahl introduced Eric Zweber, WSB, who had worked with the City before and
11 would help steer the ship. Mr. Zweber was excited to be back and was looking forward to
12 working with the Council for the next couple of months.
13

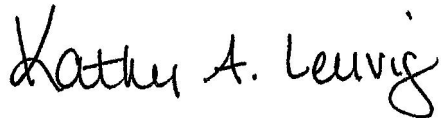
14 **AGENDA ITEM 10. Public Forum Continued (if necessary).**

15 There were no comments.
16

17 **AGENDA ITEM 11. Adjournment.**

18 Mrs. McCarthy made a motion, seconded by Mr. Koch to adjourn. There being no further
19 business, Mr. Willcox adjourned the meeting at 8:22 p.m.
20

21 Respectfully submitted,



22
23 Kathy Leervig
24 City Clerk
25

26 Drafted by Sarah Peterson
27 *TimeSaver Off Site Secretarial, Inc.*