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**WAYZATA CITY COUNCIL
MEETING MINUTES
August 18, 2020**

AGENDA ITEM 1. Call to Order.

Mayor Willcox called the meeting to order at 7:00 p.m. Pursuant to Minnesota Statute Sec. 13D.015 and because of the COVID-19 pandemic, the City Council Meeting was being held remotely by electronic means using the audio and video conferencing platform, Zoom. Mayor Willcox shared the multiple options for members of the public to submit comments or questions.

AGENDA ITEM 2. Pledge of Allegiance.

AGENDA ITEM 3. Roll Call.

Council Members present: Buchanan, Koch, McCarthy, and Plechash. Also present: City Manager Dahl, Community Development Director Goellner, Administrative Services Director Yager, and City Attorney Schelzel.

AGENDA ITEM 4. Approve Agenda.

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

AGENDA ITEM 5. Public Forum.

a. Public Restroom on Lake Street

Mr. Plechash said he was the Council representative at the Planning Commission meeting the previous night, August 17, 2020. He said at the end of the agenda there was a big discussion about the public restroom being constructed on Lake Street. He talked about some of the comments and thought the Council should address the restroom.

Mayor Willcox asked the City Manager to walk through the history. Mr. Dahl provided some background to help clarify context. He said the City would also be providing more information via all of its communication avenues. Mr. Dahl said a public restroom was considered as part of the plaza in the 2016 schematics. The City considered removing the restroom as part of budget cuts, but businesses strongly encouraged the City to keep it. He talked about the public engagement process.

Mrs. McCarthy noted the location of the bike path was another reason for the location of the public restroom.

Mr. Dahl continued talking about the public engagement the City had completed. He discussed the location, views, and design. Last, he presented renderings of the final facility.

Mayor Willcox said he had also heard complaints that the entire downtown area had been paved. He said the landscaping had not been started and asked people to give the project time. He said the restroom was unfortunately necessary and this was the best location for it.

Mr. Plechash thanked Mr. Dahl for providing the history and context.

AGENDA ITEM 6. New Agenda Items.

1 None.

2
3 **AGENDA ITEM 7. Consent Agenda.**

4 Mayor Willcox read the items on the consent agenda and asked if any Council member
5 wished to pull an item for further discussion.

6 Mr. Dahl asked the Council to pull Item 7.f. He said since the packet had gone out
7 there had been additional interest from the community. He said staff recommended tabling
8 the item in order to come up with a vetting process and limit the community member
9 amount to a manageable number.

10 Ms. Goellner said too many volunteers was a great problem to have. She suggested
11 asking applicants to provide more information on background and also availability for
12 meetings. Then a small selection committee could recommend a smaller group to the
13 Council at the next meeting.

14 Mayor Willcox asked about the time commitment. Ms. Goellner said the group
15 would meet monthly until June. The meetings would probably be around 90 minutes plus
16 a couple of hours to prepare for the meetings.

17 Mrs. McCarthy, referencing Item 7.e. asked about staff's confidence in the liquidity
18 of the financial institution that was holding the funds. Mr. Schelzel explained that any time
19 the City received a letter of credit it was trusting in the bank's liquidity. He said this was
20 similar to a letter of credit. A level of comfort was provided because the bank was issuing
21 the loan.

22 Mrs. McCarthy asked if administrative costs were covered. Mr. Schelzel said they
23 were which was a benefit to this agreement.

24 Mayor Willcox asked for a motion to approve the Consent Agenda. Mr. Buchanan
25 made a motion, seconded by Mr. Plechash, to approve the consent agenda as amended to
26 table Item 7.f. Approval of Appointments of the Zoning Study Task Force Members to the
27 September 1, 2020 City Council meeting.

- 28 a. Approval of City Council Workshop and Regular Meeting Minutes of August 4,
29 2020
- 30 b. Approval of Check Register
- 31 c. Receipt of Police Activity Report
- 32 d. Receipt of Building Activity Report
- 33 e. Approval of Site Improvement Disbursement Agreement for North Lake
34 Townhomes at 215 Walker Avenue South
- 35 ~~f. Approval of Appointments of the Zoning Study Task Force Members~~

36 Upon roll call vote, the motion carried 5/0.

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

- 39 **a. Consider Approval of Professional Services Agreement with the Greater**
40 **Wayzata Chamber for Communication Services**

41 Ms. Yager explained that the City's Communications Coordinator position was currently
42 vacant. The intention is to fill the position by the end of the year. In the interim consultant
43 help was needed to deliver the level of communications that was expected by the
44 community. The Chamber excelled in digital communication and it had the temporary
45 capacity to assist the City.

1 Mrs. McCarthy asked about the different responsibilities between this position and
2 the work that was contracted for Navigate Wayzata. Ms. Yager talked about the scope of
3 work identified in Attachment A of the draft agreement.

4 Mr. Plechash asked how the idea was generated. Ms. Yager said it was generated
5 by the City.

6 Mayor Willcox asked if there was any concern about prioritizing the person's time.
7 Ms. Yager said a more developed scope of work was created with the Chamber including
8 expectations.

9 Mr. Koch clarified that this did not add a budget item and probably saved the City
10 money temporarily because of benefits, etc.

11 Mayor Willcox asked for a motion on the agreement. Mrs. McCarthy made a
12 motion, seconded by Mr. Koch, to approve the City of Wayzata Temporary
13 Communications Services Agreement. Upon roll call vote, the motion carried 5/0.

14
15 **AGENDA ITEM 9. City Manager's Report and Discussion Items.**

16 **a. Upcoming Events/Announcements**

17 Mr. Dahl provided a Panoway update. He said staff was still hopeful to meet the ultimate
18 goal of being finished by James J. Hill Days. Staff was working on a grand opening plan.
19 It would be a scaled down approach given COVID-19. The overall goals were to celebrate
20 the completion, encourage the community to visit the businesses on Lake Street, and
21 engage the broader community on the next phase.

22 Mr. Dahl said the election filings had closed and there were four candidates for the
23 soon to be vacant Council positions. Mrs. McCarthy was running unopposed for Mayor
24 which would leave her seat open. It would be up to the Council to appoint and fill the seat
25 until the next election.

26 Mr. Dahl showed photographs by Fred Miller who coordinated the City's cable and
27 helped operate all of the public meetings. Mayor Willcox said the City was very fortunate
28 to have Mr. Miller.

29
30 **b. Council Member Updates/Announcements**

31 Mrs. McCarthy asked when the City would solicit for applications for appointment to
32 commissions and committees. Mr. Dahl said the process started in October with
33 appointments being made in December.

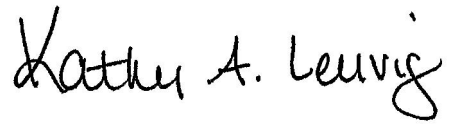
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35 **AGENDA ITEM 10. Public Forum Continued (if necessary).**

36 There were no comments.

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38 **AGENDA ITEM 11. Adjournment.**

39 There being no further business, Mayor Willcox asked for a motion to adjourn. Mrs.
40 McCarthy made a motion, seconded by Mr. Plechash to adjourn. Upon roll call vote,
41 Mayor Willcox adjourned the meeting at 7:55 p.m.

1 Respectfully submitted,
2

A handwritten signature in black ink that reads "Kathy A. Leervig". The signature is written in a cursive style with a distinct dot over the letter 'i' in "Leervig".

3
4 Kathy Leervig
5 City Clerk
6

7 Drafted by Sarah Peterson
8 *TimeSaver Off Site Secretarial, Inc.*