

**LAKE MINNETONKA CONSERVATION DISTRICT
BOARD OF DIRECTORS**

6:00 P.M., Wednesday, July 24, 2013
Wayzata City Hall

1. CALL TO ORDER

Babcock called the meeting to order at 6:00 p.m.

2. ROLL CALL

Members present: Doug Babcock, Tonka Bay; Dan Baasen, Wayzata; Andrew McDermott, Orono; Gary Hughes, Spring Park; David Gross, Deephaven; Anne Hunt, Minnetrista; Dennis Klohs, Minnetonka Beach; Fred Meyer, Woodland; Jeff Morris, Excelsior; and Sue Shuff, Minnetonka. Also present: Greg Nybeck, Executive Director; and Judd Harper, Administrative Technician.

Members absent: Jay Green, Mound; Ann Hoelscher, Victoria; Rob Roy, Greenwood; Mark Sylvester, Shorewood

3. APPROVAL OF AGENDA

Babcock stated that a request has been made by staff to amend the agenda to include the audit of vouchers for the second half of July.

MOTION: Baasen moved, McDermott seconded to approve the agenda as amended (adding an agenda item to consider the audit of vouchers from 7/16/13 through 7/31/13).

VOTE: Motion carried unanimously.

4. REVIEW AND CONSIDERATION OF DRAFT OFFICE LEASE WITH THE CITY OF MOUND

Babcock stated that a draft office lease has been prepared for review and consideration by the Board. Bill Wolfson (Coldwell Banker Burnet) is in attendance to provide clarification and answer questions on the draft lease.

A summary of the Board discussion, with input from Wolfson and/or Nybeck, was as follows:

- Whether there was a commitment in the lease from the City of Mound to vacate the garage by October 1st.
- The Mound City Council approved the draft lease (as proposed) on July 23rd.
- Leasehold improvements proposed by the LMCD and timing of when they are approved by the City of Mound (noting that this is an internal process approved by the city manager).
- Whether there was a need to add an arbitration clause to the draft office lease.
- Whether further clarification was worthy of consideration in the annual lease adjustments after the first year.

MOTION: Gross moved, Baasen seconded to approve the office lease as proposed, subject to: 1) clarifying that the garage will be vacated by October 1st and 2) approval of a leasehold improvements schedule by the City of Mound.

VOTE: Motion carried unanimously.

5. AUDIT OF VOUCHERS (7/16/13 - 7/31/13)

MOTION: Shuff moved, Meyer seconded to approve the audit of vouchers as submitted (7/16/13 - 7/31/13).

VOTE: Motion carried unanimously.

6. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:12 p.m.

Doug Babcock, Chair

Andrew McDermott, Secretary