

City of Excelsior  
Hennepin County, Minnesota

MINUTES  
EXCELSIOR CITY COUNCIL WORK SESSION

August 3, 2015

1. CALL TO ORDER/ROLL CALL

Mayor Gaylord called the meeting to order at 6:06 p.m.

Present: Councilmembers Beattie, Caron, and Mayor Gaylord  
Miller joined at 6:10 p.m.

Absent: None

Also Present: City Manager Luger, Finance Director Tumberg, Public Works  
Superintendent Wisdorf and City Clerk Orlofsky

2. AGENDA APPROVAL

Beattie moved, Caron seconded, to approve the agenda. Motion carried 3/0.

3. 2016 Preliminary General Fund Budget and Levy

Tumberg presented a couple of options for the preliminary budget and levy.

Tumberg stated that Minnesota Statute 275.065 states on or before September 30, each taxing authority shall adopt a proposed budget and shall certify to the county auditor the proposed property tax levy for taxes payable the following year.

The preliminary budget may change however the Council sees fit up until the final budget is adopted. However, once the preliminary levy is set, it cannot be increased, but may decrease.

Councilperson Miller arrived to the meeting at 6:10 p.m.

Council reviewed the three options proposed by staff.

City Manager Luger clarified that the salary for the new event/communications coordinator would be \$46,793, as listed under option three.

Caron said that she would like to see the Council support option two as she felt it was better to set a higher number, knowing the City can always come down. Caron added that she would put the additional levy increase toward capital funding.

Luger stated that the City will share that position in some way, shape or form. The intent is to not have to enter into a contract for this position.

3. 2016 Preliminary General Fund Budget and Levy - Continued

Caron moved, Beattie seconded, to increase funding for future capital projects. The levy would be increased by an additional \$6,793 from what was presented at the July 20th Work Session. That would bring the funding for future capital projects up to \$91,793 for 2016, which is an increase of \$26,733 from 2015. The levy increase in this scenario would be 2.9%. Motion carried 4/0.

4. Capital Improvement Funding and Capital Planning

Tumberg provided a report on the Capital Improvement Fund and asked Council to review the projects and discuss the impact those projects will have on the City's Capital Improvement Fund, if they were all done over the next few years.

The City Hall/Library Remodel

With that Tumberg went into the details of the City Hall/Library Remodel. Tumberg explained that the construction costs were what were originally planned not including the soft costs and the soft costs have significantly increased the overall cost of the project. This also does not include the Audiovisual needs for the Council Chambers. Audio/visual would add about 75,000 to the project.

City Manager Luger explained that Jim Lundberg from the Lake Minnetonka Communications Commission is preparing a memo for the Council addressing the Audio/visual needs. Luger added that there will also be some ADA requirements that will change when the City switches spaces as well.

Luger reported that staff recently sat down with the architects from the BKV Group to go over the cost and try to decipher why they were so high. The architect quickly explained that this is the Concept Stage, and that the City would need to hire on the architect to draw actual construction plans. Those construction plans will help determine the actual costs of the project.

Luger stated that the Council really needs to complete the City Council Chambers first, as the City needs to address the liability of the chambers not meeting the ADA requirements.

Beattie asked if the City should have a second set of eyes on the design of the building.

Caron commented that she thought the Council's direction from the beginning was to look into a low cost remodel.

Miller shared that six or seven years ago the City Council went through the process to look at remodeling the entire building, and they had an estimate for two to three million dollars. He felt that a million dollar estimate to remodel half of the building probably was not too far off. Miller added that the Council may need to approach this a different way; perhaps the Council should tell the architect what the budget for the project is in order to help the architect prioritize the project.

Gaylord stated that he does not feel that the architect makes a difference on the project costs. He feels the City should stay with BKV Group.

The City Hall/Library Remodel-continued

Caron stated that the City needs actual construction plans, so that the Council can get a feel for what the actual cost is going to look like.

Gaylord stated that if the City commits to BKV, then we are committing to their soft costs.

Miller stated that he felt the Council should at least take the project to the next level, so that City can have the plans and move forward from there.

Caron agreed and added that once the City has those construction plans, the City may be able to change the design of the plan to help eliminate costs.

Beattie added that it sounds as though the architects estimated the project costs pretty high to help alleviate any surprises.

PARKING METERS

Miller asked Tumberg if the City moved forward with updating the parking meters would the City have enough money to move forward with all the projects. Tumberg answered no the City would not.

moved forward with updating the parking meters if the Council would have the funds to do all the Capital Improvement Projects on the list.

Tumberg explained that the Planning Commission and Council have been discussing upgrading the City's parking meters to a more sophisticated system that would allow credit and debit card payments, as well as make enforcement of the parking meters easier. Staff has received information about different meter options and has calculated costs and potential revenues associated with upgrading the City's parking meters. The Capital Improvement Fund has been updated to include the costs and revenues associated with replacing the City's existing parking meters.

Tumberg put together figures for adding parking meters by The Gables and Maynard's area, on the downtown streets, and in the east and west parking lots. Caron added that we need to account for employee parking in these lots. Gaylord suggested that the City should offer employees a parking voucher.

Gaylord is in favor of upgrading the meters. He believes the City is losing a lot of revenue under the current system.

Miller stated he feels this is a great idea, the payback looks good.

Beattie suggested that we look into the terms if we can lease the parking meters.

Luger added that the companies the City has been speaking to, will bring a meter in and show the Council what it looks like and how it works at a future meeting.

6. ADJOURNMENT  
Beattie moved Caron seconded to adjourn the work session meeting at 6:59p.m.  
Motion carried 4/0.

Respectfully submitted,

Ann Orlofsky  
City Clerk