

**CITY OF EXCELSIOR
Hennepin County, Minnesota**

MINUTES

**City Council Work Session
Monday, October 18, 2010**

6:00 p.m.

1. Call to Order/Roll Call

Mayor Ruehl called the meeting to order at 6:20 p.m. Council members present: Berghorst (arrived at 6:30 p.m.), Caron (arrived at 6:30 p.m.), Fulkerson, Miller, and Mayor Ruehl. Also present: City Manager Luger, Finance Director Carlson, and City Clerk Johnson.

2. Agenda Approval

Fulkerson moved, Miller seconded, to approve the meeting agenda as presented. Motion carried 3/0.

3. Request for Reduction in Park Use/Special Event Fees

a. Our Savior Lutheran Church

Luger said that in April, Our Savior Lutheran Church requested a fee reduction since the cost of their special event permit doubled due to the number of participants. In 2009 their permit fee was \$550.00 and in 2010 their permit fee was \$1,100.00. The Council denied the request to reduce the fee for 2010, but agreed to look into an off-season rate to accommodate events such as the Community Easter Egg Hunt.

The Council discussed how the fees are tied to costs, whether to have resident versus non-resident fees, or set the fee schedule closer together between residents versus non-resident. The Council discussed how they had looked closely at the fees in 2007 and found that the City was not close to covering their costs for special event and park use permits.

Fulkerson asked if the City should develop a rate structure for non-profits. Miller suggested having a 10% discount on the fees in the off-season. Fulkerson suggested maybe having a different fee for a public event.

Caron said she wasn't in favor of making a big change to the fee schedule. There is no way to determine what the actual cost is. She's had residents ask her what steps have been taken to cut costs. She said if the City starts losing the events then they are overpriced.

The Council said that Our Savior Lutheran Church could partner with a church within the City, which would help cut their costs.

The Council decided not to make any changes to the fee schedule at this time.

3. Request for Reduction in Park Use/Special Event Fees

b. Bayside Grille

Because of time constraints, the Council decided to discuss the 2011 Fee Schedule next.

4. 2011 Fee Schedule

Carlson said that in 2007, the Council contracted with the City's Auditors to conduct a study of the City's license and permit fees. The intent was to have the study updated by the auditors every three years. The update was scheduled to be completed in 2010, but it was removed from the budget due to budget constraints.

Over the past several years, there have been changes in personnel and job descriptions, so the data from the fee study is outdated and it is difficult to update with the changes in personnel and costs.

Staff did update the costs to account for three years of inflation to see which fees were still not covering their costs. Until the fee study can be revised the only fee that staff would recommend increasing for 2011 is the multiple dwelling licenses, because this is an area where the City is not close to covering their costs.

The Council agreed with the staff's recommendation. Staff will place a resolution adopting the new Multiple Dwelling Fee on the November 1, 2010 agenda for approval. The Council directed staff to request a proposal from the City's Auditor's to update the fee study.

5. 2011 Pond Hockey Event

Johnson said that the organizers for the Pond Hockey Event have inquired about the possibility of adding another weekend to the Pond Hockey Tournament for 2011. They are requesting permission to break the tournament into a Women's/Kids tournament for the weekend of January 22-23rd and add a Men's tournament the following weekend of January 28-30th.

Staff has contacted police, fire, and water patrol to see if they had any objections. So far no one has objected to the two weekend event. It has been noted that additional services would be required, so the organization would incur additional expenses for services.

The Council had no objections to holding the event two weekends and thought it was a great idea.

6. Other

a. Taping of Charter Commission Meetings

Luger said that staff would recommend taping the Charter Commission meetings. She said she spoke with the Lake Minnetonka Communications Commission and they will tape the meetings for a cost of \$75.00 per meeting.

The Council stated that taping the meetings would give the Commission more transparency and directed staff to move ahead with taping the Charter Commission's meetings.

3. Request for Reduction in Park Use/Special Event Fees

a. Bayside Grille

Luger said that in June, Bob Ziton from Bayside Grille announced that Bayside Grille was going to start offering outdoor music multiple nights of the week which would require a special event permit for each performance. Mr. Ziton requested a fee reduction since he believed the City would not incur additional expenses to review special event permits for music performances that are reoccurring and similar in nature.

Staff has reviewed the costs incurred for reviewing one special event permit versus multiple permits that are similar in nature and agrees with Mr. Ziton's assumption. Staff recommends the Council create a different fee for twelve occurrences of outdoor music performances that are similar in nature but are not included with another event. To determine whether the outdoor music performances qualify for the twelve occurrences fee, staff would recommend applying the following criteria:

- The performances occur Sunday-Wednesday. Performances that occur Thursday-Saturday would have to apply for a special event permit and be reviewed individually due to the increasing popularity of these nights.
- The performances occur during the same times of the day.
- The performances do not occur on a holiday and are not in conjunction with another event.
- The performances have a similar genre of music or use similar instruments.

3. Request for Reduction in Park Use/Special Event Fees

b. Bayside Grille – (Continued)

The Council agreed with the staff's recommendation to create a fee for twelve occurrences of outdoor music performances at a reduced rate of 25% when the music performances meet the criteria outlined above.

7. Adjournment

Caron moved, Miller seconded, to adjourn the meeting at 6:58 p.m. Motion carried 5/0.

Respectfully submitted,

Cheri Johnson
City Clerk