

1. Agenda And Packet

Documents:

[OCTOBER 2, 2023 WORK SESSION AGENDA.PDF](#)
[OCTOBER 2, 2023 WORK SESSION PACKET.PDF](#)

City of Excelsior
Notice of Work Session
of the Excelsior City Council

NOTICE IS HEREBY GIVEN that the City Council of the City of Excelsior will hold its regular work session on Monday, October 2, 2023 at 5:30 P.M. in-person at Trinity Episcopal Church - 322 Second Street, Excelsior, MN 55331 – Entrance is located on Second Street – Meeting Room is in Chamberlain Hall. The agenda for the meeting is attached hereto.

Members of the public may attend the work session either in person or by joining via Zoom either online or by telephone at:

Join Zoom Meeting

<https://us02web.zoom.us/j/84868055267>

Meeting ID: 848 6805 5267

Dial by your location

+1 312 626 6799 US

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Meeting ID: 848 6805 5267

City of Excelsior
City Council Work Session

Agenda

Monday, October 2, 2023

Trinity Episcopal Church - 322 Second Street, Excelsior, MN 55331

5:30 - 6:30 P.M.

1. Call to Order/Roll Call
2. Agenda Approval
3. Code Enforcement
4. Adjournment

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MEMORANDUM

Re: Work Session: Code Enforcement

Date: October 2, 2023

To: City Council

From: Julia Mullin, Community Development Director

Staff and the South Lake Minnetonka Police Department (SLMPD) have partnered on code enforcement in 2023 with an emphasis on enforcement activity during the summer season (May – September). At tonight’s Work Session, staff is providing an update on code enforcement activity and is looking for direction from Council about code enforcement issues that need additional attention. In addition, staff requests direction on code enforcement for 2024.

Code enforcement is an ongoing activity. The goal is to have fewer code violations in the community and to quickly address new violations that arise. To accomplish this, the City takes a two-pronged approach: we investigate and resolve complaints that we receive via phone and email and we proactively see violations in the community and work to resolve them. Resolution of a code violation can range from one interaction with the responsible person and it’s resolved, to an ongoing process with the responsible person that can take weeks, sometimes longer, to resolve.

In 2023, \$46,000 was budgeted for code enforcement activity to be provided by SLMPD. SLMPD assigned a Community Service Officer (CSO) who looked into complaints received by the City and also proactively identified code violations and followed up with the appropriate individuals. Additionally, there was ongoing parking and dock enforcement. At the beginning of the summer parking and dock violations were more frequent. Once the enforcement activity was noticed in the community, there was less enforcement required. While there were times when as many as 60 tickets per shift were issued for parking violations, there were other times when issues with the parking meter and app technology were a hindrance to enforcing parking regulations: meters were not consistently working, payments sometimes did not register in the app, and there were delays in the upload of payment information from when a person paid for parking and when the payment registered to the system. City staff has begun conversation with Walker Consultants about these meter and app concerns, and the issue of parking technology in general will be addressed as part of the parking study. Dependable parking enforcement is and will be critical to the success of Excelsior’s parking system.

Attached is a log of activity by the Community Service Office as well as a list of issues/complaints received by city staff that the CSO pursued and worked with city staff to resolve.

Chief Tholen has indicated that the amount of budget allocated for their code enforcement activity is adequate and should, if possible, remain the same in 2024. Staff found the working relationship with SLMPD to be positive and productive, and issues brought to the city’s attention by members of the public, as well as issues the CSOs found during their shifts, were addressed.

RECOMMENDED ACTION

The following questions are for discussion:

1. How do Council Members feel code enforcement has gone this summer?
2. What code-related issues consistently appear in the community?
3. What are the Council’s priorities for code enforcement activity?
4. Should investment in code enforcement activities be the same, greater, or less in 2024?

Attachment



SLMPD Code Enforcement To-Do List:

ICR	Problem	Address	Tasks
22005333	Light and Sound Pollution	Mount Calvary Lutheran Church	-Speak with Beckel reference long-term plans for lights/what ideas have arisen for sound pollution control -Update Schott - Assigned to 663
22009269	Landscaping and Parking	200 First Street	None
22009756	Parking	500-blk of Division Street	Final Close
22010146	Business Operations and Vehicles	696 Glencoe Road	Closed
22010147	Tree Damage	Commons Beach	Closed
22010318	Parking	500-blk of Division Street	Final Close
22010322	Canoe Storage	415 Lafayette Avenue	Final Close
22010502	Boat Lift Storage	165 Maple Street	Re-check for boat lift on 06/15/2023
22010865	Parking – Expired Registration	200 blk of Lake Street	None
22010866	Parking – Expired Registration	200-blk of Lake Street	None
22010867	Parking – Citation	100-blk of Lake Street	None
22010868	Parking – Written Warning	200-blk of 1st Street	None
22010869	Parking Complaint – Signage Issue	1 st Street/Courtland Street	None
22011069	Parking – Expired Meter	300-blk of Second Street	None
22011071	Parking – Expired Meter	300-blk of Second Street	None

22011073	Parking – Expired Meter	300-blk of Second Street	None
22011074	Parking – Expired Meter	300-blk of Second Street	None
22011076	Parking – Expired Meter	300-blk of Second Street	None
22011077	Parking – Expired Meter	300-blk of Second Street	None
22011078	Parking – Expired Meter	300-blk of Second Street	None
220110880	Parking – Expired Meter	300-blk of Second Street	None
22011087	Parking – Expired Meter	400-blk of Second Street	None
22011089	Parking – Expired Meter	400-blk of Second Street	None
22011090	Parking – Expired Meter	300-blk of Second Street	None
22011091	Parking – Expired Meter	300-blk of Third Street	None
22011266	Parking – Written Warning	300-blk of Third Street	None
22011267	Parking – Expired Tabs	300-blk of Third Street	None
22011269	Parking – Expired Meter	300-blk of Third Street	None
22011270	Parking – Expired Tabs	300-blk of Water Street	None
22011271	Parking - Expired Meter	300-blk of Third Street	None
22011272	Parking – Written Warning	400-blk of Third Street	None
22011273	Parking - Expired Meter	400-blk of Third Street	None
22011274	Parking - Expired Meter	400-blk of Second Street	None
22011275	Parking - Expired Meter	400-blk of Second Street	None
22011276	Parking - Expired Meter	400-blk of Second Street	None
22011277	Parking - Expired Meter	400-blk of Second Street	None
22011278	Parking – Expired Tabs	West Municipal Lot	None
22011279	Parking – Expired Tabs	West Municipal Lot	None

22011280	Parking - Expired Meter	300-blk of Second Street	None
22011401	Parking – Expired Meter	300-blk of Third Street	<ul style="list-style-type: none"> - No action at this time - Citee called to dispute the citation. I completed a supplemental report.
22011402	Parking – Expired Meter	400-blk of Lake Street	None
22011403	Parking Permit Issue	Beehive Salon: 434 Lake Street Suite 100	None
22011404	Parking – Expired Meter	400-blk of Second Street	None
22011435	Parking – Expired Meter and Tabs	400-blk of Lake Street	None
22011436	Parking – Expired Tabs	100-blk of Water Street	None
22011437	Parking – Expired Meter	300-blk of Second Street	None
22011438	Parking – Expired Meter	300-blk of Second Street	None
22011439	Parking – Expired Meter	400-blk of Second Street	None
22011440	Parking – Expired Meter	400-blk of Second Street	None
22011441	Parking – Expired Meter	400-blk of Second Street	None
22011604	Parking – Expired Meter	300-blk of Third Street	None
22011605	Parking – Expired Tabs	300-blk of Second Street	None
22011606	Parking – Expired Meter	400-blk of Lake Street	None
22011726	RV Trailer Parking	441 Oak Street	None
22011742	Parking	Division Street/Third Avenue	None
23000086	Parking	826 Pleasant Street	None
23000142	Parking – Expired Tabs	200-blk of Water Street	None
23000143	Parking – Expired Tabs	200-blk of Water Street	None
23000145	Parking – Expired Tabs	200-blk of Water Street	None
23000147	Parking - Expired Meter: Written Warning	100-blk of Lake Street	None

23000148	Parking - Expired Meter: Written Warning	300-blk of Second Street	None
23000149	Parking - Expired Meter: Written Warning	300-blk of Second Street	None
23000150	Parking - Expired Meter: Written Warning	300-blk of Second Street	None
23000151	Parking - Expired Meter: Written Warning	400-blk of Second Street	None
23000152	Parking - Expired Meter: Written Warning	400-blk of Second Street	None
23000153	Parking - Expired Meter: Written Warning	400-blk of Second Street	None
23000154	Parking - Expired Meter: Written Warning	400-blk of Second Street	None
23000155	Parking - Expired Meter: Written Warning	400-blk of Second Street	None
23000156	Parking - Expired Meter: Written Warning	400-blk of Second Street	None
23000157	Parking - Expired Meter: Written Warning	400-blk of Second Street	None
23000545	Parking - Expired Tabs: Written Warning	600-blk of Third Avenue	None
23000546	Parking - Expired Meter: Written Warning	400-blk of Second Street	None
23000547	Parking - Expired Meter: Written Warning	400-blk of Second Street	None
23000548	Parking - Expired Meter: Written Warning	400-blk of Third Street	None
23000549	Parking - Expired Meter: Written Warning	300-blk of Third Street	None

23000550	Parking - Expired Meter: Written Warning	300-blk of Third Street	None
23000552	Parking - Expired Meter: Written Warning	300-blk of Third Street	None
23000553	Parking - Expired Meter: Written Warning	300-blk of Third Street	None
23000554	Parking - Expired Meter: Written Warning	300-blk of Third Street	None
23000555	Parking – Expired Tabs	400-blk of Second Street	None
23000556	Parking – Expired Tabs	200-blk of Water Street	None
23000557	Assist	Beehive Salon: 434 Lake Street Suite 100	None
23000745	Nuisance Property Issue	200 First Street	None
23000749	Parking – Citation	200-blk of Water Street	None
23000926	Noise Complaint	The Suburban: 342 Third Street	None
23000930	Parking – Citation	100-blk of First Street	None
23000931	Parking – Expired Tabs – Written Warning	100-blk of First Street	None
23000933	Parking – Citation	100-blk of First Street	None
23000934	Parking – Expired Tabs	200-blk of Lake Street	None
23000935	Parking - Citations (Expired Tabs and Permit Only)	100-blk of Center Street	None
23000936	Parking – Citation	100-blk of Center Street	None
23000937	Parking – Expired Tabs	100-blk of Center Street	None
23000938	Parking – Citation	100-blk of Center Street	None
23001195	Parking – Expired Tabs	600-blk of Excelsior Boulevard	None – BWC
23001197	Parking – Expired Tabs	200-blk of Water Street	None - BWC

23001198	Parking – Expired Tabs	200-blk of Morse Avenue	None – BWC
23001481	Parking – Expired Tabs	200-blk of Water Street	None – BWC
23001482	Parking – Expired Meter	400-blk of Second Street	None – BWC
23001483	Parking – Expired Meter	400-blk of Second Street	None – BWC
23001484	Parking – Expired Meter	400-blk of Second Street	None – BWC
23001486	Parking – Expired Meter	400-blk of Second Street	None – BWC
23001679	Parking – Expired Tabs	600-blk of Third Avenue	None – BWC
23001680	Parking – Expired Tabs	700-blk of Third Avenue	None – BWC
23001681	Parking – Expired Meter	400-blk of Second Street	None
23001683	Parking – Expired Tabs	500-blk of William Street	None – BWC
23001684	Parking – Expired Tabs	300-blk of Third Street	None – BWC
23001923	Parking – Expired Tabs	West Municipal Lot	None - BWC
23001925	Parking – Expired Meter	400-blk of Lake Street	None – BWC
23001926	Parking – Expired Meter	400-blk of Lake Street	None – BWC
23001928	Parking – Expired Meter	400-blk of Lake Street	None – BWC Note: Did not pay for parking, Excelsior Permit is required.
23002143	Parking – Citation	200-blk of Water Street	None – BWC
23002146	Parking – Expired Tabs	100-blk of Water Street	None – BWC
23002147	Parking – Expired Tabs	100-blk of Water Street	None – BWC
23002373	Parking – Expired Tabs	400-blk of William Street	None – BWC
23002377	Parking - Expired Meter	300-blk of Third Street	None – BWC
23002378	Parking - Expired Meter	400-blk of Third Street	None – BWC
23002379	Parking - Expired Meter	400-blk of Third Street	None – BWC
23002380	Parking - Expired Meter	400-blk of Second Street	None – BWC

23002381	Parking – Expired Tabs	East Drive/ East Municipal Lot	None – BWC
23002382	Parking – Expired Tabs	East Drive/ East Municipal Lot	None - BWC
23002383	Parking – Expired Tabs	400-blk of Third Street	None – BWC
23002384	Parking – Expired Meter	300-blk of Second Street	None – BWC
23002385	Parking – Expired Meter	300-blk of Second Street	None – BWC
23002386	Parking – Expired Meter and Tabs	300-blk of Second Street	None – BWC
23002389	Parking – Expired Meter	300-blk of Second Street	None – BWC
23002390	Parking – Expired Meter	300-blk of Second Street	None – BWC
23002391	Parking – Expired Meter	300-blk of Second Street	None – BWC
23002392	Parking – Expired Meter	300-blk of Second Street	None – BWC
23002398	Parking – Expired Meter	300-blk of Second Street	None – BWC
23002404	Parking Complaint	300-blk of George Street	Follow-Up with Schiferli, Speak with Bennett – Case Closed
23002884	Parking – Expired Tabs	200-blk of Water Street	None – BWC
23002885	Parking – Expired Tabs	200-blk of Water Street	None – BWC
23003094	Parking – Expired Tabs	East Drive/East Municipal Lot	None – BWC
23003095	Parking – Expired Tabs	East Drive/East Municipal Lot	None – BWC
23003096	Parking – Expired Meter	400-blk of Third Street	None – BWC
23003097	Parking – Expired Meter	400-blk of Third Street	None – BWC
23003098	Parking – Expired Meter	400-blk of Second Street	None – BWC
23003100	Parking – Expired Tabs	West Drive/West Municipal Lot	None – BWC
23003101	Parking – Expired Meter	400-blk of Lake Street	None – BWC
23003409	Parking – Written Warning	200-blk of First Street	None
23003410	Sidewalk Cafes	City of Excelsior	None
23003411	Sidewalk Café Violation	Bull and Wren: 200 Water Street	None

23003412	Parking – Expired Tabs – Written Warning	100-blk of George Street	None
23003413	Parking – Citation	200-blk of Water Street	None – BWC
23003414	Parking – Citation	200-blk of Water Street	None – BWC
23004161	Trailer Parking	472 Third Street	None
23004168	Parking – Expired Tabs	200-blk of Water Street	None – BWC
23004169	Parking – Expired Tabs	200-blk of Water Street	None – BWC
23004170	Parking – Expired Tabs	East Municipal Lot	None – BWC
23004174	Parking – Expired Tabs	East Municipal Lot	None – BWC
23004175	Parking – Citation	200-blk of Water Street	None – BWC
23004468	Parking – Expired Meter	500-blk of Third Street	None – BWC
23004469	Parking – Expired Meter	600-blk of Third Street	None – BWC
23004470	Parking – Expired Tabs – Written Warning	600-blk of Third Street	None
23004471	Parking – Expired Meter	200-blk of Lake Street	None – BWC
23004472	Parking – Expired Meter	200-blk of Lake Street	None - BWC
23004473	Parking – Expired Meter	400-blk of Lake Street	None - BWC
23004474	Parking – Expired Tabs – Written Warning	400-blk of Lake Street	None - BWC
23004476	Parking – Expired Meter	500-blk of Lake Street	None – BWC
23004477	Parking – Expired Tabs – Written Warning	500-blk of Division Street	None – BWC
23004478	Parking – Expired Tabs	600-blk of Second Avenue	None – BWC
23004480	Parking – Expired Meter	200-blk of Lake Street	None – BWC
23004482	Parking – Expired Meter	100-blk of Lake Street	None – BWC
23004483	Parking – Expired Meter	100-blk of Lake Street	None - BWC

23004485	Parking – Expired Meter	100-blk of Lake Street	None - BWC
23004486	Parking – Expired Meter	10-blk of First Street	None – BWC
23004630	Boat Trailer Parking	400-blk of West Lake Street	None
23004847	Parking – Expired Meter – Written Warning	600-blk of Excelsior Boulevard	I issued a written warning instead of a citation due to the vehicle displaying a 2022 City of Excelsior Parking Permit that was missing a piece, and appeared to have been tampered with. Due to this, I suspected that the person may have had a 2023 City of Excelsior Permit at one point that was no longer on their vehicle.
23004848	Parking – Expired Meter	300-blk of Third Street	None – BWC
23004849	Parking – Expired meter	300-blk of Second Street	None – BWC
23004850	Parking – Expired Meter	300-blk of Lake Street	None
23004851	Parking – Expired Meter	100-blk of Lake Street	None
23004852	Parking – Expired Meter	100-blk of Lake Street	None
23004853	Parking – Expired Meter	100-blk of Lake Street	None
23004854	Parking – Expired Meter	100-blk of Lake Street	None
23004856	Parking – Expired Meter	100-blk of Lake Street	None
23005394	Dock Patrol	Excelsior Docks	None
23005396	Parking – Expired Tabs	100-blk of Water Street	None – BWC
23005396	Parking – Expired Tabs	300-blk of Lake Street	None – BWC
23005398	Parking – Expired Meter	300-blk of Lake Street	None – BWC
23005399	Parking – Expired Meter	200-blk of Lake Street	None – BWC
23005509	Sidewalk Cafes	Lago Taco and Coalition Restaurant	None
23005511	Parking – Citation	100-blk of Water Street	None
23005789	Parking – Expired Meter	300-blk of Lake Street	None – BWC

23005790	Parking – Citation	200-blk of Lake Street	None – BWC
23005791	Parking – Expired Meter	200-blk of Lake Street	None – BWC
23005792	Parking – Expired Meter	200-blk of Lake Street	None – BWC
23005793	Parking – Expired Meter	200-blk of Lake Street	None – BWC
23005794	Parking – Expired Tabs – Written Warning	200-blk of Lake Street	None – BWC
23005795	Parking – Expired Tabs	200-blk of Lake Street	None – BWC
23005797	Parking – Expired Meter and Tabs	200-blk of Lake Street	None – BWC
23005798	Parking – Expired Meter	200-blk of Lake Street	None – BWC
23005799	Parking – Expired Meter	100-blk of Lake Street	None – BWC
23005800	Parking – Expired Meter	100-blk of Lake Street	None – BWC
23005803	Parking – Expired Tabs	100-blk of First Street	None – BWC
23005804	Parking – Expired Tabs	100-blk of West Lake Street	None – BWC
23005805	Parking – Expired Meter	300-blk of Second Street	None – BWC
23005806	Parking – Expired Meter	300-blk of Second Street	None - BWC
23005807	Parking – Expired Meter	300-blk of Second Street	None - BWC
23005808	Parking – Expired Meter	300-blk of Second Street	None - BWC
23005809	Parking – Expired Meter	300-blk of Second Street	None - BWC
23005810	Parking – Expired Meter	300-blk of Second Street	None – BWC
23005814	Sign Issue	342 Third Street	None
23006143	Boat Trailer Parking	200-blk of School Avenue	Confirm the boat and trailer are removed by 06/16/2023. Call Robert Letendre (RO) to follow-up on 06/16/2023
23006145	Parking – Expired Tabs	300-blk of Water Street	None
23006146	Parking – Expired Meter	500-blk of Third Street	None

23006147	Parking – Expired Meter	600-blk of Excelsior Boulevard	None
23006148	Parking – Expired Meter	600-blk of Excelsior Boulevard	None
23006149	Parking – Expired Meter	600-blk of Excelsior Boulevard	None
23006150	Parking – Expired Meter	600-blk of Excelsior Boulevard	None
23006152	Parking – Expired Meter	500-blk of Lake Street	None
23006153	Parking - Expired Meter and Tabs	500-blk of Lake Street	None
23006154	Parking – Expired Meter	400-blk of Lake Street	None
23006155	Parking - Expired Meter	400-blk of Lake Street	None
23006156	Parking - Expired Meter	400-blk of Lake Street	None
23006157	Parking - Expired Meter	300-blk of Lake Street	None
23006159	Parking - Expired Meter	300-blk of Lake Street	None
23006160	Parking - Expired Meter	200-blk of Lake Street	None
23006161	Parking – Expired Meter	200-blk of Lake Street	None
23006165	Parking - Expired Meter and Tabs	200-blk of Lake Street	None
23006166	Parking - Expired Meter	200-blk of Lake Street	None
23006176	Forged Flyers	City of Excelsior	Investigate
23006177	Parking – Citation	East Municipal Lot	None
23006215	Parking – Citation	300-blk of Water Street	None
23006216	Parking – Citation	East Municipal Lot	None
23006217	Parking – Citation	East Municipal Lot	None
23006219	Parking – Citation	East Municipal Lot	None
23006220	Parking – Citation	East Municipal Lot	None
23006221	Parking – Citation	East Municipal Lot	None
23006222	Parking – Citation	East Municipal Lot	None
23006223	Parking – Citation	East Municipal Lot	None
23006224	Parking – Citation	East Municipal Lot	None
23006225	Parking – Citation	East Municipal Lot	None
23006226	Parking – Citation	East Municipal Lot	None
23006229	Parking – Citation	East Municipal Lot	None
23006230	Parking – Citation	East Municipal Lot	None
23006231	Parking – Citation	East Municipal Lot	None

23006233	Parking – Citation	East Municipal Lot	None
23006234	Parking – Citation	East Municipal Lot	None
23006235	Parking Complaint	Center Street/First Street	Responded to Call, Issued Citations
23006624	Boat Parking Issue	Hidden Lane Dock 2	Speak with dock renter
23006628	Long Grass	250 3 rd Street	Re-Check for violation(s) after 06/24/2023
23006629	Parking Complaint – Citation	600-blk of Excelsior Boulevard	None
23006630	Parking – Citation	600-blk of Excelsior Boulevard	Same as ICR 23006629
23006631	Parking – Expired Tabs	300-blk of Water Street	None
23006633	Parking – Expired Meter	400-blk of Third Street	None
23006634	Parking – Expired Meter	400-blk of Third Street	None
23006635	Parking – Expired Meter	500-blk of Third Street	None
23006636	Parking – Expired Meter	500-blk of Third Street	None
23006637	Parking – Expired Meter	600-blk of Third Street	None
23006638	Parking – Expired Meter	600-blk of Third Street	None
23006639	Parking Complaint – Citation	600-blk of Excelsior Boulevard	None
23006643	Parking – Citation	300-blk of Lake Street	None
23006649	Dock Patrol	Excelsior Docks	None
23006671	Found Property – Gift Bag, Sweater, and Card	Commons Park	Turned into me when I was working Code Enforcement

Updated: 06/16/2023 @ ____ hours

Additional Enforcement Focuses:		
Date Requested:	Topic:	Notes/Ordinance:
06/13/2023	Long Grass	16-39(C)1

Upcoming Meeting Topics:

- 200 1st Street – Nuisance Property: Case Closed
- The Suburban/Montego Blu - Noise Complaint: Case Closed
- Hidden Lane Dock 2 – Boat Parking Issue: Awaiting response from dock renter
 - o Registration Provided: Minnesota 3163MK, which is registered to another person
 - o Registration on boat: Illinois 1941RC
 - o I believe that the boats at Docks Two and Three are in opposite slips.
- 250 3rd Street – Long Grass: Will re-check property on or after 06/24/2023
- City of Excelsior Docks - Dock Patrol:
 - o 3-9: There is no visible registration, even without a boat cover. This boat was recently added to the Dock Check List.
 - o 4-16: Boat in slip has Wisconsin Registration 2958GS, but the registration on file is Minnesota 3144MJ. I believe that these are for the same boat.

Additional Enforcement Issues SLMPD and City Staff worked on, summer, 2023:

1. Cars on trucks parked at Grant and Academy
2. Parking lot enforcement at 106 Center St
3. Dumpsters in the East Lot – trash and debris around them; some not regularly emptied
4. Installed no parking signs on both sides of East Drive off of Second St.
5. Installed no parking sign on Excelsior Blvd for use by SLMPD
5. Construction trailer in yard at Center St.
6. Sandwich board signs not 5’ from business entrance, Third Street
7. Sandwich board signs no 5’ from business entrance, Water Street
8. Boat and trailer parked on street, School Ave.
9. Complaints about neighbor’s antenna in front yard and orientation of house, Lafayette Ave.
10. Sidewalk café permits needed at Lago Tacos and Coalition
11. building condition, parking lot condition complaints, First Street
12. trailer parked at Third Street

13. boat lift in front yard Maple Street
14. confusing parking signs on First Street
15. boat in front yard at Glencoe Avenue
16. vandalism to tree at the point
17. expired Street Use Permit, Third Street