

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

NOTICE IS HEREBY GIVEN that the City Council of the City of Excelsior will hold its Work Session on June 1, 2020 at 5:30 p.m. via a telephonic and/or electronic meeting. The agenda for the meeting is attached hereto.

In accordance with the requirements of Minn. Stat. Section 13D.021, the Mayor, the city manager, and the city attorney have determined that an in-person meeting is not practical or prudent because of the "COVID-19 Health Pandemic" emergency declared under Chapter 12 of the Minnesota Statutes. Due to the measures necessary to contain and mitigate the impacts of the Pandemic Emergency, it has been determined that attendance at the regular meeting location by members of the public is not feasible and that the physical presence at the regular meeting location by at least one member of the body, chief legal counsel or chief administrative officer is not feasible. Therefore, all staff and City Council members will be participating by telephone or other electronic means.

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

Join Zoom Meeting

<https://us02web.zoom.us/j/84092785299>

Meeting ID: 840 9278 5299

Dial by your location

+1 301 715 8592 US

+1 312 626 6799 US (Chicago)

Meeting ID: 840 9278 5299

City of Excelsior  
City Council Work Session

Agenda

June 1, 2020

5:30 p.m.

(Please Note: Times Listed Are Approximate)

1. Call to Order/Roll Call
2. Agenda Approval
3. Potential East Parking Lot Improvements
4. Adjournment

Note: The purpose of a Work Session is for the Council to discuss matters informally and in greater detail than is allowed at formal Council meetings. All meetings of the Council including Work Sessions will be open to the public. While the privilege of participating in these discussions is generally limited to the Council, staff, and consultants, the Mayor may open a discussion from the floor.



# MEMORANDUM

**Re:** Potential East Parking Lot Improvements

**Date:** June 1, 2020

**To:** City Council

**From:** Kristi Luger, City Manager

One of the goals that the Council collectively ranked high for 2020 was:

Address Public Improvements that Enrich the Downtown

- Evaluate maintenance options for the east and/or west parking lots
- Determine the scope and timing of Water Street improvements

During the February 29<sup>th</sup> Strategy Session, the Council expressed a strong desire to make improvements to the east parking lot next year and asked staff to evaluate the cost and impact to parking spaces with various options. The following are some options for the Council to consider:

Potential Improvement	Description	Impact on Stalls	Estimated Cost
Add Handicap Stalls	There are currently 2 stalls – adding 3 or 4 stalls would meet the Zoning Code ratio of 1 per 25 spaces	Lose 4 stalls	\$0
Stripe a Pedestrian Safe Zone	The ‘safe zone’ would be located along the east side of East Drive from Third Street to Second Street	Lose 11 stalls	\$0
Install a Concrete Pedestrian Zone	The concrete could be flush with the pavement or raised – the purpose is to clearly define the zone	Lose 11 stalls	\$10,000 - \$15,000
Install Raised End Islands	The islands would have landscaping and/or trees in them and serve as a buffer	Lose 11 stalls	\$50,000 - \$60,000
Install Depressed Islands	The islands would have landscaping and/or trees in them with a stormwater filtration feature	Lose 11 stalls	\$20,000 - \$25,000
Add Irrigation for Islands	The irrigation would keep the plantings looking beautiful even when it’s not raining	n/a	\$10,000 - \$15,000
Add Lighting	Lighting could be installed at the end of the isles with or without islands	n/a	\$50,000 - \$75,000
Add Pavement Thickness	This would be added to the East Drive portion only to better accommodate truck traffic	n/a	\$25,000+

The estimated cost for each of the improvements is an incredibly preliminary estimate. They are only intended to give the Council an idea of the cost and to help determine whether it's an improvement worth exploring. The Pavement Management Plan preliminarily estimates the total cost for pavement reclamation, storm sewer, and sanitary sewer lining for the east parking lot at \$513,000.

The City has \$340,000 dedicated for parking lot improvements (\$200,000 from Parking Lot Maintenance Fund and \$140,000 from Capital Improvement Fund), which leaves a balance of \$173,000, not including any additional improvements. The City could fund the balance by using Capital Improvement Funds or bonding. If the Council wanted to pursue bonding, staff would recommend lumping this project with a broader project like improving Water Street or the City's portion of the Met Council project.

There are some potential complications with this project that could significantly impact the estimated cost that the Council should be made aware of. Those complications include:

- If the Council wants to improve the east parking lot in its entirety (including private parking areas), the City will need to obtain right of entry agreements with the seven properties on the west side of East Drive and Marty Chiropractic. These agreements should have minimal cost but may be time-consuming to obtain.
- Pre-condition surveys and vibration monitoring may be needed for all the properties adjacent to the east parking lot. If the City removes the existing pavement which is located right next to the buildings, it could potentially damage the foundation. The pre-condition survey and vibration monitoring would minimize the risk of false damage claims.
- The City could encounter the same contaminated soils that were uncovered during the 2017 project, which would substantially add to the cost.

It should be noted that during the Safer at Home order when traffic was minimal, public works took advantage and completed robust patching and striping of the municipal parking lots. This work is expected to last about one to two years and cost approximately \$10,000.

Staff is requesting Council direction on the following items:

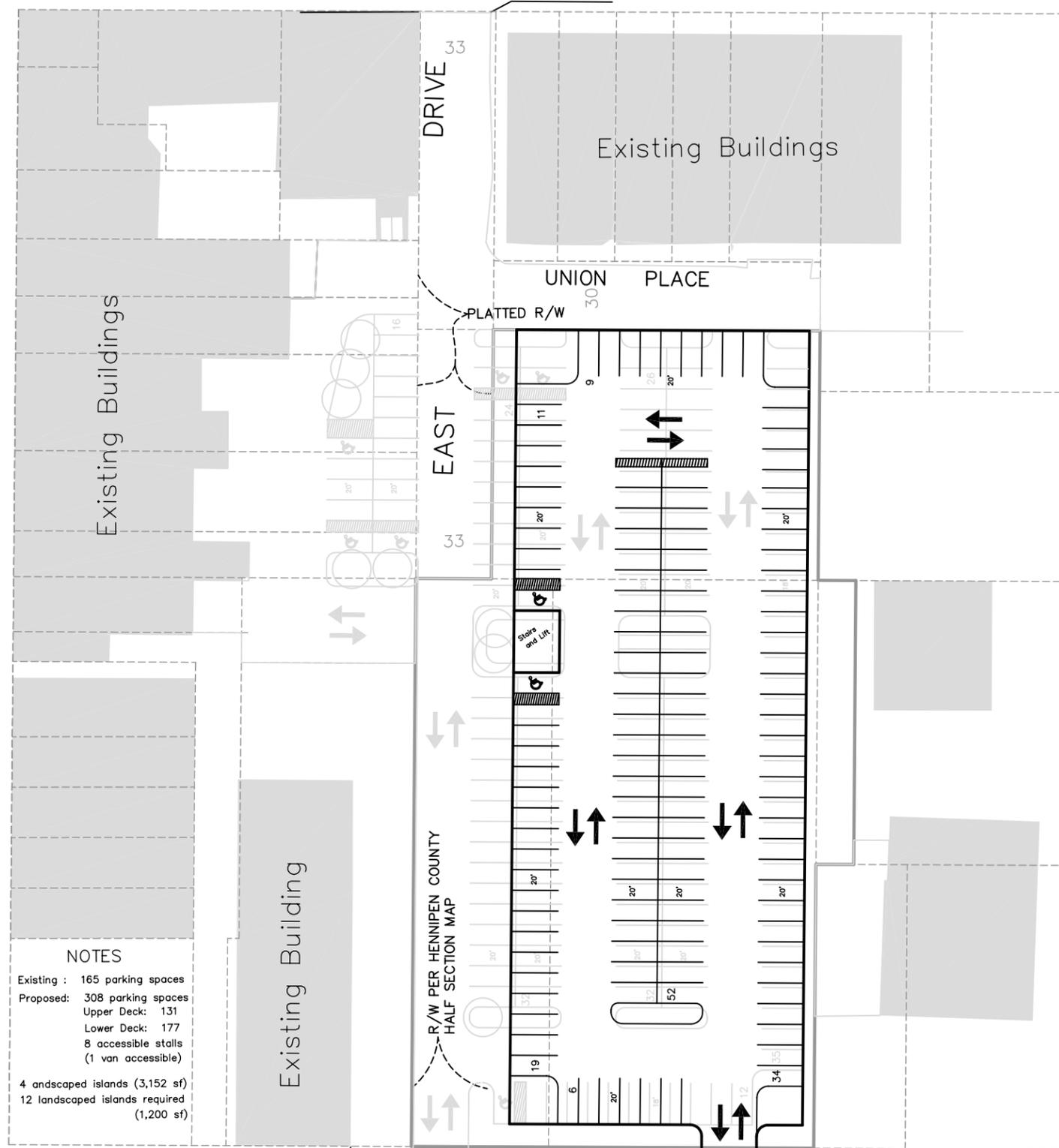
- Does the Council still want to proceed with improving the east parking lot next year?
- If so, what additional improvements (if any) is the Council interested in exploring?

If the Council is interested in possibly proceeding with this project, staff will need direction before July. Once staff has direction, a feasibility study can be started which will give the Council more accurate cost estimates. With more refined cost estimates, the Council can then decide whether to move forward and finalize the scope of the project.



2ND STREET

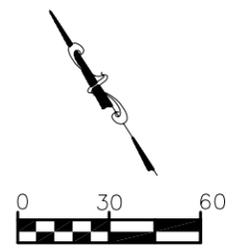
WATER STREET



**NOTES**  
 Existing : 165 parking spaces  
 Proposed: 308 parking spaces  
 Upper Deck: 131  
 Lower Deck: 177  
 8 accessible stalls  
 (1 van accessible)  
 4 landscaped islands (3,152 sf)  
 12 landscaped islands required  
 (1,200 sf)

**\*\*CONCEPT ONLY,  
 NOT ENGINEERED  
 DRAWING\*\***

CITY OWNED/CITY MAINTAINED  
 PARKING LOT AREA=45,945 SQFT  
 PRIVATELY OWNED/CITY MAINTAINED  
 PARKING LOT AREA=28,729 SQFT



*Boundary and  
 Topographic Survey  
 for: City of Excelsior  
 East Parking Lot*

*Parking Lot  
 Concept with Ramp*

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA

STEVEN V. ISCHE

DATE: 6/5/06 REG. NO. 22703  
 REVISED : 6/30/2006  
 REVISED : 7/11/2006  
 REVISED : 7/20/2006

701 Xerxes Avenue  
 Suite 300  
 Maple, MN 55416  
 763-441-4800

**WSB**  
 & Associates, Inc.  
 SURVEYING • ENGINEERING • PLANNING • CONSTRUCTION

**UTILITY STATEMENT**  
 THE INFORMATION SHOWN ON THESE DRAWINGS CONCERNING TYPE AND LOCATION OF PRIVATE UTILITIES IS NOT GUARANTEED TO BE ACCURATE OR ALL-INCLUSIVE. THE CONTRACTOR IS TO DETERMINE THE TYPE AND LOCATION OF PRIVATE UTILITIES AS MAY BE NECESSARY TO AVOID DAMAGE THERETO.

**BENCHMARK**  
 CONTROL POINT AT THE INTERSECTION OF 3RD STREET AND WATER STREET. ELEVATION = 948.86

**LEGEND**

● LIFT STATION	● PARK BENCH
■ CATCH BASIN	● STORM MANHOLE
■ BUSH/SHRUB	● TELEPHONE BOX
● CONIFEROUS TREE	▲ CONTROL POINT
● DECIDUOUS TREE	■ TRAFFIC CONTROL BOX
● STEEL/WOOD POST	○ HAND HOLE
— SIGN-TRAFFIC/OTHER	○ TRAFFIC LIGHT
■ DUMPSTER	○ GATE VALVE
■ MAIL BOX	○ HYDRANT
■ CABLE TV BOX	○ WATER WELL
■ TRANSFORMER	○ CURB STOP BOX
○ STREET LIGHT	— GAS LINE
○ GUY WIRE	— STORM SEWER
○ POWER POLE	— WATERMAIN
■ ELECTRIC BOX	— ELEC UNDERGROUND
● SOIL BORING	— FENCE LINE
● ELECTRIC MANHOLE	— CURB & GUTTER
● SANITARY MANHOLE	
■ SAND	x 849.25 SPOT ELEVATION
■ CONCRETE SURFACE	■ IRON MONUMENT TO BE SET
■ BITUMINOUS SURFACE	