

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 work session on Monday, June 20, 2022 at 5:30 P.M. at the Excelsior City Council Chambers, 339 Third Street, Excelsior, MN 55331.

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

Join Zoom Meeting

<https://us02web.zoom.us/j/82258190206>

Meeting ID: 822 5819 0206

Dial by your location

+1 312 626 6799 US

+1 301 715 8592 US (Germantown)

Meeting ID: 822 5819 0206

City of Excelsior
City Council Work Session

Agenda

Monday, June 20, 2022

5:30 P.M.

1. Call to Order/Roll Call
2. Agenda Approval
3. City Hall Options
4. Community Input on 339 Third Street
5. 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

Work Session Item 3

Re: City Hall Options

Date: June 20, 2022

To: City Council

From: Kristi Luger, City Manager

At the April 18th work session, the Council reviewed the following options for city hall:

Address	Option	Cost Estimate
339 Third Street	Remodel the former Excelsior Library space	\$750,000 - \$1M*
339 Third Street	Construct a new building	\$1.4M - \$2.0M**
261 School Avenue	Relocate to the former Excelsior Public School building	\$4.0M***

* Cost estimate does not include securing the existing building foundations, additional investigative work would need to be done to obtain a more refined cost estimate.

** Cost estimate is preliminary and based on concepts versus actual design.

*** Cost estimate is based on initial sale price.

The Council agreed that constructing a new building at 339 Third Street was the preferred option but also wanted to continue exploring 261 School Avenue as an option if the price was reduced. The Mayor will be providing an update on the discussions with the owner of 261 School Avenue at either the work session or closed session.

In the meantime, Red Leaf Partners is planning to present two sketch plan options for the redevelopment of 339 Third Street at the June 27th planning commission meeting. The first option includes a new city hall building as part of the development on the corner of Third Street and West Drive and the second option shows the building being replaced with a park. Councilmembers Caron and Hersman, who serve on the subcommittee for the redevelopment of 339 Third Street, will give an update at the work session.

The Council should discuss how to proceed with city hall.



MEMORANDUM

Work Session Item 4 – Community Input

Re: on 339 Third Street

Date: June 20, 2022

To: City Council

From: Kristi Luger, City Manager

As part of the redevelopment of the 339 Third Street site, the Council hosted an open house on May 3rd to engage the community. One of the questions that was raised during the open house was whether there would be additional opportunities to provide feedback on the project.

The Council should discuss whether to host another open house and/or utilize one of the upcoming meetings to obtain feedback and share information with the community. The project will be presented at the following meetings:

- June 27th – Planning Commission Sketch Plan Application Review
- July 18th – City Council Sketch Plan Application Review

The sketch plan is one of the most critical points in this development process. After the sketch plan, Red Leaf Partners will start investing significant funds into the drawings. Any substantial items that the Council wants feedback on (such as whether to include city hall in the development or site configuration) or any information they want to share with the public about the project, should be done during the sketch plan process or shortly thereafter before the plans become more firm. If the Council wanted to solicit public input during the sketch plan review, staff could send out postcards making the community aware of the July 18th City Council meeting.

The Council should discuss whether to schedule an open house, notify the public of the July 18th City Council meeting, or continue with the normal development process without any special meetings or notifications.