

1. Agenda And Packet

Documents:

[FEBRUARY 29, 2020 STRATEGY SESSION AGENDA.PDF](#)
[FEBRUARY_29_2020_STRATEGY_SESSION_PACKET.PDF](#)

City of Excelsior
City Council Strategy Session

Agenda

Saturday, February 29, 2020

9:00 A.M. – 1:00 P.M.

- | | |
|-------------------------|---|
| 9:00 A.M.-10:30 A.M. | Vision and Goals 2020 and Beyond
Time Limits on Council Comments |
| 10:30 A.M. – 12:00 P.M. | How to Best Use the Resources of the Council and
the Commissioners (Council Goal) |
| 12:00 P.M. – 1:00 P.M. | Review Staffing Levels and Determine How to More
Effectively Reduce Employee Turnover and Increase
Recruitment (Council Goal) |

Note: The purpose of a Strategy 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 Strategy 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.

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MEMORANDUM

Re: Council Strategy Session

Date: February 29, 2020

To: City Council

From: Kristi Luger, City Manager

2020 Goals

The Mayor asked Councilmembers to rank the objectives with 1 being the highest priority and 16 being the lowest priority. The collective rankings are in the table included in the packet. The only item that ranked high with four Councilmembers is 'Consider options for City Hall'. The other item that ranked high with three Councilmember is 'Review staffing levels and determine how to more effectively reduce employee turnover and increase recruitment'. The Mayor also requested the Council have a brief discussion regarding the Minnehaha since it could tie into some of the objectives.

Considering there is approximately five available work sessions left this year, staff recommends that the Council select three objectives to focus on in 2020. The Council should discuss which items are their top priorities. The tentative work session schedule is included in the packet.

Time Limits on Council Comments

The Council requested this item be added to the strategy session for discussion.

How to Best Use the Resources of the Council and the Commissions

The Council last discussed this item on June 18th. The following are some of the ideas that were contemplated:

- Reach out and utilize volunteers more
 - Should we do some type of 'time and talent' survey among residents to develop a volunteer database?
 - How do we put a call out for help when we want to involve volunteers on specific projects?
 - Could we potentially utilize the 'Meet Up' website or something similar?
- Analyze the future of the Commissions
 - How should the Commissions evolve?
 - What Commissions should we have in the future?

- Should the Commissions continue to have seven members or should we consider five members?

The Mayor requested that the Council also have a discussion regarding the City's Lake Minnetonka Conservation representative during this portion of the agenda.

Review Staffing Levels and Determine How to More Effectively Reduce Employee Turnover and Increase Recruitment

The Council wanted to include the City's consultants in this discussion. The Council should also discuss whether to proceed with the staffing study that was proposed last summer and the objective of the study.

2020 City of Excelsior Objectives - Draft

Goal #1: Promote Excelsior as a Destination by Enhancing Public Assets

	Goal	Action	Rankings					
			TC	JC	LD	DK	GM	Total
CC	Review Additional Single-Family Standards, a Residential Overlay District, and Zoning Changes		Actively working on this goal, no need to prioritize					
CC	Determine How to Expedite the Pavement Management Program while Maintaining Manageable Levy Increases	Explore solutions to temporarily repair streets that will not be addressed in the near future	No need to prioritize, place on an agenda					
		Complete Area 2 (George Street, Lafayette Avenue, and West Lake Street)	Actively working on this item, no need to prioritize					
		Determine scope and timing of Area 3 (currently defined as Maple Street, Smith Street, and Third Street)	No need to prioritize, budget discussion					
CC	Improve the College Lake Neighborhood	Evaluate potential pedestrian facility and roadway options on Water Street and College Avenue	Actively working on these items, no need to prioritize					
		Review TIF balance and decide how to utilize the remaining funds						
		Assess the drainage and water quality at College Avenue						
		Finalize scope and timing of the Met Council Cooperative Project (portions of College Avenue, Water Street, and William Street)						
		Evaluate potential usage of Mitten Pond						
CC	Improve the Safety at all Pedestrian Crossings	Construct Water Street trail crossing	No need to prioritize					
		Complete the Mill Street trail feasibility study and evaluate pedestrian facility options for the adjacent neighborhood (Division Street, Second Avenue, and Third Avenue)	1	4		6	10	21
		Research potential grant options to fund additional projects	12			4	4	20
		Research options for creating a City-wide pedestrian safety initiative (such as Vision Zero)	15			12	11	38
PR	Enhance the Gateways into Excelsior	Research options to replace the gazebo by TCF bank and to enhance the gateways on Excelsior Boulevard, Mill Street, and Oak Street	4			14	12	30
CC	Address Public Improvements that Enrich the Downtown	Determine the scope and timing of Water Street improvements	6			10	3	19
		Evaluate maintenance options for the east and/or west parking lots	3			11	5	19

Goal #2: Align and Simplify City Processes

	Goal	Action	Rankings					
			TC	JC	LD	DK	GM	Total
CC PC	Enhance the Comprehensive Plan	Update and add the East Side Small Area Plan	No need to prioritize, item is done					
		Create a work plan to make the Comprehensive Plan a 25-year vision for Excelsior	13			1	13	27
CC PC	Implement the Comprehensive Plan	Consider implementing a formula business ordinance to protect Excelsior's character	9			5	14	28
		Consider incentives for preserving 'cottage commercial' properties	8			9	15	32
CC	Evaluate and Complete Policy Revisions	Work with Community for The Commons on completing the revisions on the special event policy and ordinance	Actively working on this item, no need to prioritize					
		Clarify the Commissions' role with the review process for The Commons Master Park Plan	11	2		2	8	23
CC	Improve the Quality of Life for Residents in Parking Meter Zones	Create an ordinance that allows residents to receive temporary parking permits for private event administratively	16			8	9	33

Goal #3: Increase Revenue/Decrease Costs

	Goal	Action	Rankings					
			TC	JC	LD	DK	GM	Total
CC	Evaluate the City's Personnel Resources	Review staffing levels and determine how to more effectively reduce employee turnover and increase recruitment	5			7	7	19
		Consider how to best use the resources of the Council and the Commissions	10	2		2	16	30
CC	Assess Options for City-Owned Property	Evaluate best uses for the 810 Excelsior Boulevard building and the adjacent cemetery property	Actively working on this item, no need to prioritize					
		Consider options for City Hall	2	1		3	1	7
		Assess development opportunities for the east and/or west parking lot(s)	14			3	2	19
CC	Develop New Sources of Revenue	Explore installing parking meters in new areas	7	3		13	6	29
CC	Create Policies for Managing Existing Infrastructure	Study and consider Inflow and Infiltration (I&I) initiatives	No need to prioritize, place on an agenda					
		Look at modifying the spring road restrictions ordinance						
PR	Explore Installing a Trail in Excelsior-Studer Park		No need to prioritize, Park and Rec item					

2020 City Council Tentative Work Session Schedule

January 6th

- 2020 City of Excelsior Objectives

January 21st

- College Lake Update

February 3rd

- Parking Meter Review
- Establish Long Term Financial Plan Priority List (publish by 02-28-20)

February 18th

- Joint Meeting with the Residential Review Board Research Committee

March 2nd

- Joint Meeting with the Heritage Preservation Commission - Landmark Ordinance and Incentives

March 16th

- Joint Meeting with C4C and the Rotary - Naming Rights Agreement

April 6th

- Joint Meeting with a Commission

April 20th

- Joint Meeting with a Commission

May 4th

- Joint Meeting with a Commission

May 18th

- Establish Annual Budget Prioritized Goal List

June 1st

- Tour Public Works

June 15th

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July 6th

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July 20th - The Commons

- Ice Cream Social with Dean Phillips

August 3rd

- Review 2021 Preliminary General Fund Budget

August 17th

- Review 2021 Preliminary General Fund Budget

September 8th

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September 21st

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October 5th

- Joint Meeting with the Excelsior-Lake Minnetonka Chamber of Commerce

October 19th

- Review 2021 General Fund, Special Revenue, Debt Service, Capital Project and Enterprise Fund Budgets

November 2nd

- Review 2021 General Fund, Special Revenue, Debt Service, Capital Project and Enterprise Fund Budgets
- Review City Fees

November 16th

- Review 2021 General Fund, Special Revenue, Debt Service, Capital Project and Enterprise Fund Budgets
- Dock Fund Goals

December 7th

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December 21st

- City Manager Performance Review

Other Potential Off-Site Meeting Locations (Todd needs to talk to the LMCC)

- Brewery
- College Lake Neighborhood/Block Party