

City of Excelsior  
Hennepin County, Minnesota

MINUTES  
EXCELSIOR CITY COUNCIL WORK SESSION

MARCH 16, 2015

1. CALL TO ORDER/ROLL CALL

Mayor Gaylord called the meeting to order at 6:02 p.m.

Present: Councilmembers Beattie, Caron, Fulkerson, Miller, and Mayor Gaylord

Absent: None

Also Present: City Manager Luger, Pat Smith, City Planner, Public Works Superintendent Wisdorf and City Clerk Johnson

2. AGENDA APPROVAL

Beattie moved, Caron seconded, to approve the agenda. Motion carried 5/0.

3. RYDER CUP PROPOSAL

Luger presented that the Excelsior-Lake Minnetonka Chamber of Commerce is requesting to reserve The Commons in 2016 for events in conjunction with the Ryder Cup.

Laura Hotvet, Director, Excelsior-Lake Minnetonka Chamber of Commerce, addressed the Council. Ms. Hotvet said that the Ryder Cup is the international superbowl of golf, where the European team plays the American team. She said the Ryder Cup will be at Hazeltine in 2016 and added that it's a big deal that this event is coming to a local jurisdiction. She compared the Ryder Cup concept to an Olympic Village. Ms. Hotvet said that over 55,000 international travelers follow this event and they will go wherever the event is. She said that the Chamber is trying to create a fan-zone concept for those people who are interested in watching and being a part of the fun surrounding the Ryder Cup. Ms. Hotvet said The Commons is the perfect location to do that. She said this event will be near the end of September or beginning of October in 2016.

Alissa Super, Wasserman Group, addressed the Council. Ms. Super said that she has been working in the golf industry for over 20 years. She said that people come from all over the United States and overseas for the Ryder Cup. Ms. Super said the Ryder Cup would be a great way to showcase Excelsior and also as a destination. She feels strongly that this would be a great addition to Excelsior and would give the city the exposure it deserves.

Ms. Hotvet said that the Chamber is requesting to reserve The Commons for the week of September 26 to October 3, 2016, for the Ryder Cup. She said this event will take a lot of preparation and set-up that the city has never seen before in The Commons.

3. RYDER CUP PROPOSAL - *Continued*

Fulkerson asked what kind of activities will be involved in this event. Ms. Hotvet mentioned that there will be a family-friendly, pep fest on Thursday. Ms. Super said that Minnesota has the highest number of golfers per capita. She added that the Minnesota Board of Tourism is trying to showcase Minnesota as a golf destination, as well. Ms. Super said this exposure will be bigger than just local television stations. She said it will also be on the golf channel. She said she hopes to have a charitable component to it, as well. Ms. Super said she has talked with Mr. Pollad, owner of the Twins, and he is interested in having an event at Target Field but, with Excelsior closer to Hazeltine, Ms. Super and Ms. Hotvet both feel that having an event closer to Excelsior would help the Excelsior community.

Mayor Gaylord asked how the City will benefit from this event. Ms. Super said Excelsior can be the place where visitors from around the world call and seek housing and that the City may receive a fee for this type of service. She said this is similar to what is done in Ireland and England.

Beattie asked if the Professional Golf Association (PGA) will designate an official site. Ms. Super said no, the Ryder Cup is unique compared to any other PGA tour events. She said that only a select number of spectators will be allowed at Hazeltine. She said they are looking for a place where people may gather, promote the sport of golf, and showcase our state.

Fulkerson asked if Hazeltine would want to corner the market. Ms. Super said they are selling chalets for \$600,000 for corporations around town that want to entertain their customers. She said she is trying to create a venue for everyone to experience. Ms. Super said they would like to have some jumbo trons in The Commons. She said this event is meant for juniors, kids, and everyone to celebrate America, to promote golf, and to promote Excelsior. Ms. Super said this event is really about the Ryder Cup and promoting the game of golf.

Miller asked how many people they may expect. Ms. Hotvet said she's not sure at this time. Miller said this sounds like a great event. Ms. Super said they will need to coordinate with the PGA and the Ryder Cup to shuttle people to the event. She said, from a budgeting standpoint, that they are going to keep the numbers low. Ms. Super said they started looking at around 3,000 people, with the idea that they could still manage up to 5,000 people. Miller questioned if that would be the number of people per day; Ms. Super said yes.

Caron said she would agree to reserve the week requested in 2016. She said the City would need to work out the numbers and details. Caron said she is willing to work with them on this and would like to see the City gain some revenue from this event.

Ms. Super said that, if Excelsior decides not to do the event, Lord Fletcher's is planning to do something. She said that people have heard of the idea, so someone is going to do it. Mayor Gaylord said the only difference is the amount of people that can be accommodated.

3. RYDER CUP PROPOSAL - *Continued*

Ms. Hotvet said they are here to ask for the reservation so that they may proceed with plans for the event.

Mayor Gaylord said he thinks they should proceed. He said the City should benefit from this in a big way. Ms. Super asked what type of compensation is considered as in a big way. Mayor Gaylord said he's not sure at this time but it would be something more than a dollar per ticket. Miller said it could be similar to the 10,000 Lakes Concours d'Elegance event and the City shares in the admission.

Mayor Gaylord said the City has never reserved The Commons for that long of a period. He said it's unprecedented and would never happen again. Caron added that we also need to consider the amount of wear and tear on The Commons.

Beattie said the City will need to see an event plan and ensure that it all comes together. He said it makes sense to do this event.

Luger said that improvements to The Commons could be mutually beneficial. She said there are things that could be worked out.

4. CITY HALL

Mayor Gaylord opened the floor to BKV Group (BKV). Bruce Schwartzman, Partner, Scott Elofson, Sr. Project Designer, and DuWayne Jones, Sr. Project Architect, were in attendance.

Mr. Schwartzman provided a handout of 'Analysis of Building Space Needs' for the Council. He said that BKV had a kick-off meeting to understand some of the City's expectations. From that meeting, he said BKV developed some programming documents, based on their experience and what spaces would be appropriate, operationally, for the City.

Mr. Jones said the building is actually considered as two buildings. He said a team from BVK visited City Hall in February to do an assessment of the facility and the conditions of the building. Mr. Jones said that some of the major things they found are listed as bullet points in the Council handout. He said for handicap accessibility, there is only one entrance that is currently accessible and that is at the library entrance. He said it would take some work to accommodate the rest of the building for handicap accessibility. Mr. Jones stated that in 1989 there was a study done for hazardous materials and that a lot of those hazardous materials still exist in the building. He said those items would need to be identified and abated. Mr. Jones said the exterior envelope refers to the exterior walls, windows, doors, and roof. He said the interior is in very good shape but there are some cosmetic needs. For the exterior, Mr. Jones said there are a lot of cracks in the masonry. He also said there is no insulation in the City Hall portion of the building but they believe there may be insulation in the library side. Mr. Jones said the energy efficiency is believed to be very under-performed and not in line with current Minnesota energy codes. He recommends strongly that some of the exterior be remodeled. Mr. Jones said the roof is approximately 17 years old. He also said the parking at the north side slopes

4. CITY HALL - *Continued*

toward the building, contributing towards some potential infiltration of water into the building. He said the floor of City Hall was sopping wet when they visited in June but that there is no evidence of damage. Mr. Jones said the interior of the building also has some corroded plumbing and that ventilation and cooling has been an ongoing issue. Mr. Jones stated that the upper level and lower level have a serious lack of ventilation. He said the cooling in the summer months is lacking. He added that there is no addressable fire alarm system. For new remodeling, Mr. Jones said the City would be required to have a fire alarm system that meets code. He added that there is also no emergency lighting in the building.

Mr. Schwartzman said that BKV drew up some conditions of how the building is currently set up. He said one of their interns came out to City Hall to verify locations and dimensions in the drawings.

Mr. Schwartzman said he has worked with City Manager Luger, City Planner Smith, and Public Works Superintendent Wisdorf on how to utilize the library space for City Hall it he believes it will work out well. Mr. Schwartzman said, in the drawing provided by BKV in the Council's packet, that the library side of the building includes a large access point with a large lobby, a conference room, offices, work room, kitchenette, and additional bathrooms to support code regulations. He said the Council Chambers would be located along the south wall, with a podium and seating for 33. He said that seating capacity on the second drawing is 34. Mr. Schwartzman said the goal is then to change the current City offices into available lease space. Mr. Schwartzman said he spoke with Bill Wolfson who feels this is a very desirable space and would not be difficult to lease. He said it could possibly be about \$20 per square foot and that the City could expect to receive roughly \$20,000 per year; however, the City may need to spend \$20,000 in improvements first. Mr. Schwartzman said that Mr. Wolfson thought the upper level would also be a good space to lease. He said that Mr. Wolfson told him that retail and restaurant spaces lease for approximately \$23 per square foot. Mr. Schwartzman said some local restaurants are approximately 3,000 square feet. He said the leasable space on the upper level of City Hall is about 5,600 square feet.

Mr. Schwartzman asked the Council if they have any questions on the two concept plans.

Beattie asked about pricing for construction. Mr. Schwartzman said that BKV put together a rough estimate but not a final cost.

Mr. Elofson said that the exterior of the old fire station is where repair is needed but that the library portion is in good condition. He said there has been some water coming down between the two buildings, so the roof will need to be redone and the wall will need to be built up on that side. Mr. Elofson thinks the library portion is completely salvageable.

Mr. Schwartzman presented the exterior plans and said that he thinks Mr. Elofson kept the identity of Excelsior very well in the drawings. He said they widened the

4. CITY HALL - *Continued*

sidewalk by three feet, included some plantings, and added a trellis. Mr. Schwartzman said that the trellis, with the City of Excelsior lettering, brings the eye down to the entrance of the building. Along with the planting boxes, he said they could add benches and picnic tables to invite people outside before or after a meeting or for staff to enjoy lunch. Mr. Elofson described the different drawings and said that the brick on the library portion is in great shape. He said the old fire station portion may just need insulation and new stucco to clean it up and make it fresh, while respecting the simplicity of it. He said that windows would need to be replaced.

For the front view of the old fire station portion of the building, Mr. Elofson said BKV's idea was to keep the bays there and turn the opaque doors into see-through doors. He said it could easily be a restaurant with roll-up doors. Mr. Elofson said the other side could be part of the restaurant or a separate office or it could also be retail or another small coffee shop tied to the larger restaurant or even an event center. Mr. Schwartzman said if it's all leased by one tenant, it would work out well. However, if they are separate leased spaces, he said that elevators or separate access would need to be configured. Mr. Elofson added that the idea to make the current Chambers into a better leasable space may be to cut down the windows and make them larger.

Mr. Schwartzman said the next step is to find out which drawing the Council prefers. He said that, once the City approves the project and moves forward with it, BKV will put together a cost analysis and a quick overview. Mr. Schwartzman said it would take about three months for the bidding project. He said Phase 1 is remodeling the library, with about a three month construction period, and Phase 2 is the exterior improvements of the old fire station, with about a two month construction period. Mr. Schwartzman said, once the City offices move to the new space, carpet could be cleaned in the previous office space. However, he said the City may not want to fit it out until a tenant is identified.

Mr. Schwartzman said a rough preliminary estimate would be about \$450,650 that includes remodeling of the exterior library space and the trellis on that side for Phase 1. Mayor Gaylord asked if that cost includes architectural fees; Mr. Schwartzman said no, this would be for construction costs only. Mr. Schwartzman said that they can identify the soft costs (i.e., architectural fees, environmental fees, and anything that is outside the actual construction costs) for the Council, as well. Mayor Gaylord asked for an estimate on those costs. Mr. Schwartzman said the soft costs would be approximately 15 to 20 percent of the total project but may be closer to 20 to 25 percent. He said this would probably be another \$100,000 – 150,000.

Fulkerson asked if BKV has put together any estimates for demolishing the entire structure and rebuilding. Mr. Schwartzman said the cost to do this would be a lot higher. Fulkerson asked about just the library section. Mr. Schwartzman said new construction costs are roughly between \$225 to \$260 per square foot. He added that, to demolish and keep the other portion of the building intact, the City would spend approximately \$50,000 to \$60,000 just for the demolition. Mr. Schwartzman

4. CITY HALL - *Continued*

said, based on studies, by the time a building is demolished, the costs are typically higher, but BKV could look into that.

Beattie asked about an estimate for Phase 2; Mr. Schwartzman said they haven't done that yet.

Miller asked about where the vault would be located. Mr. Schwartzman said they are proposing that the vault and mechanical room continue to function in their current location, with an exterior access.

Mr. Schwartzman asked the Council for their preference on the Chambers set-up. Miller said he prefers the rectangular style, as compared to the diagonal drawing.

Fulkerson asked if customers would be able to use the side door; Mr. Schwartzman said this door would not be available for outside access. He added that the hallway entrance to City Hall could be a nice spacious area.

Caron said she really likes the exterior look. Miller agreed, but Fulkerson said she doesn't like it. Caron said BKV took a building that was plain and made it interesting and gave it enough detail and interest that fits the time period, while still looking like a government building. Caron said she thinks the lettering they added is great. She said the planter and extension look terrific but would like to see some texture on the plantings to keep it softer. She asked if some color could be added - Excelsior blue, preferably. Caron said the City had a library proposal that was very modern and the community did not support it. She said this design for City Hall is not odd and fits the building. Caron said this design accomplishes all of the Council's goals, so she doesn't feel the City will get the same reaction from the community on this building.

Fulkerson said the design is too modern for Excelsior. She also said she doesn't think the sidewalk can be widened or it will make the traffic issue worse.

Beattie asked Luger what staff thought about the different layouts. Luger said there was a lot of discussion about increasing security while still maintaining the small town feel and customer-friendly atmosphere.

Miller said he likes the first concept drawing. He said he thought the lobby was too small in the other drawing. Miller said he would like to bring in more heritage with brickwork. In regards to the storage or vault area, Miller questioned the practicality of staff walking outside the building. Miller also asked if another level could be added above the library and whether the space is structurally sound for another level. Mr. Schwartzman said they will need to study the existing structure. Miller commented that a third party may want to lease that space. Mr. Schwartzman said they could have their structural engineers do an analysis on it.

Mayor Gaylord said BKV did a great job and prefers Concept A. Beattie said he likes the exterior design, also.

Mr. Schwartzman said that BKV can come back again to discuss the design further.

Mayor Gaylord thanked BKV for their time.

5. ADJOURNMENT

Beattie moved, Fulkerson seconded, to adjourn at 7:02 p.m. Motion carried 5/0.

Respectfully submitted,

Shirley Johnson  
City Clerk