

City of Excelsior  
Regular Council Meeting

MINUTES

Monday, January 6, 2025

106 Center Street, Excelsior, MN 55331 – Entrance located on Center Street  
6:30 P.M.

1. CALL TO ORDER

Mayor Ringate called the regular January 6, 2025, council meeting to order at 6:42 P.M.

2. ROLL CALL

Present: Mayor Ringate and Councilmembers Bildsoe, Caron, O’Hanlon, and Tyler.

Absent: None.

Also Present: City Manager Luger, Planning Director Mullin, Finance Director Palmer, Public Works Director Amundsen, Senior Planner Cameron, City Clerk Bajda, City Attorney Tietjen, and City Engineer Dawley

3. APPROVAL OF MINUTES

(a) December 16, 2024, City Council Meeting Minutes

Bildsoe moved, O’Hanlon seconded to approve the December 16, 2024 City Council Meeting Minutes with noted corrections to 106 Center Street agenda item to replace PUD with CUP. Motion carried 5/0.

4. OPEN FORUM

This is the time for the public to speak on non-agenda items. Open Forum will be limited to one-half hour. No person may speak more than five (5) minutes or more than once. Each subject will have a limit of ten (10) minutes. Council members may ask questions of the speaker. With the agreement of the Council, such matters taken up during the “Open Forum” may be scheduled on the current or a future Agenda. Members of the public interested in speaking on an agenda item may direct a request to be recognized to the Mayor.

5. CITY COUNCIL COMMUNICATIONS, QUESTIONS, and REPORTS

(a) Parks and Recreation Commission Update

Public Works Director Amundsen provided an update of recent Parks and Recreation Commission meetings and work.

6. MEET EXCELSIOR

(a) Commissioner Heather Edelson, Hennepin County District 6

Commissioner Edelson introduced herself and provided a summary of her experience. Expressed excitement in continuing to work with community members and Councilmembers.

7. AGENDA APPROVAL

(a) Meeting Agenda

Tyler moved, Bildsoe seconded to approve the January 6, 2025, regular meeting agenda with addition of two agenda items under section 8 to appoint councilmembers for a parking ramp operations, parking financials work group, and a charter leases and port improvements working group and item under 14 new business to schedule meeting time for the Council Work Session on January 21, 2025. Motion carried 5/0.

(b) Consent Agenda

1. Review Verified Claims under \$20,000 and Approve Verified Claims over \$20,000
2. November Financials
3. Designate Official Newspaper, Resolution 2025-01
4. Approve Official Depositories and Securities Pledge as Collateral, Resolution 2025-02
5. Appointment of Assistant Weed Inspector, Resolution 2025-03
6. Designate Compliance Officer and Responsible Authority for Data Privacy Requests, Resolution 2025-04
7. Approve 2025 Meeting Calendar
8. Short Term Rental Licensing Update, 2nd Reading Ordinance 675 Amending Chapter 10, Sect. 10-1302
9. 217 First Street HPC Site Alteration Permit Appeal, Rev. Resolution 2025-05
10. Approve Prosecution Legal Services Agreement, Resolution 2025-06
11. Support of 2025 Bonding Bill, Resolution 2025-08

Councilmember Tyler requested items 7(b)7 and 7(b)8 be pulled for discussion.

Councilmember Caron requested item 7(b)9 be pulled for discussion.

Council discussion of item 7(b)7 meeting calendar and noted three requested changes: schedule February 3<sup>rd</sup> Council meeting for February 10, schedule July HPC meeting for July 29, and remove the July 7<sup>th</sup> Council meeting. Bildsoe moved, Tyler seconded to approve meeting calendar with three revisions discussed. Motion carried 5/0.

Tyler requested information on item 7(b)8 and requested clarification of required forms and removal of liability insurance as a requirement for applicants.

Clerk Bajda confirmed insurance no longer part of application process and options for tax forms if private individual versus business.

Caron moved, Tyler seconded to approve consent items 7(b)1 through 7(b)8 and 7(b)10 through 7(b)11 Motion carried 5/0.

Planning Director Mullin addressed agenda item 7(b)9 and provided two updates to resolution 2025-05 that were made after the agenda packet was sent.

Caron moved, O'Hanlon seconded to approve consent item 7(b)9 and resolution 2025-05 with corrections noted from Director Mullin. Motion carried 4/0. Tyler recused.

8. ANNUAL ACTIVITIES

(a) Choose Acting Mayor

Bildsoe nominated Councilmember Tyler.

Tyler extended gratitude for nomination and recommended Councilmember Caron.

O'Hanlon moved, Tyler seconded to appoint Councilmember Caron to serve as acting Mayor for calendar year 2025. Motion carried 4/0. Caron abstained.

(b) Review City Council By-laws

Caron moved, Tyler seconded to continue review of by-laws to the January 21<sup>st</sup> meeting. Motion carried 5/0.

(c) Appointments to Lake Minnetonka Communications Commission

Tyler moved, O'Hanlon seconded to appoint Councilmember Bildsoe to represent the Lake Minnetonka Communications Commission for 2025 and direct staff to advertise for the Excelsior resident position at-large. Motion carried 5/0.

(d) Appointment of Alternate to SLMPD Coordinating Committee

Tyler moved, Bildsoe seconded to appoint Councilmember Caron to serve as the City's 2025 alternate on the South Lake Minnetonka Police Department Coordinating Committee in the absence of Mayor Ringate. Motion carried 5/0.

(e) Appointment of Representative and Alternate to Excelsior Fire District Board

Bildsoe moved, O'Hanlon seconded to appoint Councilmember Tyler to serve as the City's 2025 representative on the Excelsior Fire District Board of Directors and Councilmember Caron to serve as an alternate. Motion carried 5/0.

(f) Appointment of Representative to St. Alban's Bay Bridge Committee

Tyler moved, Caron seconded to appoint Mayor Ringate to work on the St. Alban's Bay Bridge Committee with the City of Greenwood and Councilmember O'Hanlon to serve as the alternate. Motion carried 5/0.

(g) Appointment of Liaison to Community for The Commons

Caron moved, Tyler seconded to appoint Councilmember Tyler to serve as the liaison to the Community for The Commons and Councilmember O'Hanlon to serve as the alternate. Motion carried 5/0.

(h) Appointment of Representatives to 106 Center Street Working Group

Tyler moved, O'Hanlon seconded to appoint Councilmembers Caron and O'Hanlon to serve on a new working group for 106 Center Street. Motion carried 5/0.

(i) Appointment of Representatives for Commission Interviews

Council discussion of commission interviews and whether council liaison for commissions is desired.

O'Hanlon moved, Caron seconded to appoint Mayor Ringate and Councilmember Bildsoe to assist staff with application screening for the current Planning Commission vacancies and revisit interview process at later date. Motion carried 5/0.

(j) Appointment of Representatives for Lobbying Efforts  
O’Hanlon moved, Bildsoe seconded to appoint Councilmembers Caron and Tyler to serve as the City’s representatives for State lobbying efforts. Motion carried 5/0.

(k) Appointment of Representatives for Parking Operations and Parking Financial Working Groups  
Caron moved, Tyler seconded to appoint Councilmembers Caron and Bildsoe to serve on the parking financials work group. Motion carried 5/0.

Tyler moved, Caron seconded to appoint Mayor Ringate and Councilmember Bildsoe to the parking garage operations work group. Motion carried 5/0.

(l) Appointment of Representatives for Charter Leases and Port Improvements Working Group  
Caron moved, Tyler seconded to appoint Councilmembers Bildsoe and O’Hanlon to serve on working group focused on charter leases and port improvements. Motion carried 5/0.

9. PUBLIC HEARINGS

(a) None

10. PETITIONS, REQUESTS and COMMUNICATIONS

(a) None

11. ORDINANCES and RESOLUTIONS

(a) None

12. REPORTS of OFFICERS, BOARDS, and COMMITTEES

(a) None

13. UNFINISHED BUSINESS

(a) Historic Wastewater Treatment Plant Building Bid Results

John Bradford (WSB) provided an overview of bid results and noted the substantial difference between the two bidders. Suggested that Council decide whether to reject all bids and re-bid the project or award a contract to the higher bid.

Kirk Davis with New History addressed the Council and indicated he served as the licensed engineer for the plan sets included with the bid package. Provided overview of bid documents.

O’Hanlon questioned if a report about the building’s structural needs was available and whether it could be shared with Councilmembers.

Council discussion.

Caron moved, Bildsoe seconded to reject all bids. Motion carried 5/0.

(b) Authorize Advertisement for Bids for Ballfield, Resolution 2024-07

Public Works Director Amundsen indicated that at a previous Council meeting, staff was directed to research bond capacity and confirm the city was able to continue work at the Commons ballfield.

Council discussion and request to staff to share financial analysis of existing bond payments and the potential increase for Phase II work at the commons. Additional discussion about ballfield rental fees and alternative revenue opportunities to fund and maintain projects.

Public Works Director Amundsen recommended continued discussion and collaboration with Parks and Recreation Commission on long-term funding and priorities.

Bildsoe moved, Tyler seconded to approve Resolution 2025-07 which authorizes staff to prepare an advertisement for bids for Phase II of the Excelsior Commons Ballfield improvement project. Motion carried 5/0.

14. NEW BUSINESS

(a) Early start January 21, 2025 Council Work Session Meeting

Caron moved, Bildsoe seconded to begin January 21, 2025 Council Work Session at 4:30PM to accommodate second goal setting session. Motion carried 5/0.

15. ADJOURNMENT

Bildsoe moved, O'Hanlon seconded to adjourn the January 6, 2025 meeting at 8:22 P.M. Motion carried 5/0.

Respectfully submitted,  
Theresa Bajda, City Clerk

**Notice: Some items on this agenda are important enough to Commission members that a quorum of Commission members may be present to receive information leading to their future deliberations and eventual decision.**