MINUTES
CITY OF DELANO
City Council/Economic Development Authority
Tuesday, June 2, 2009
7:00 PM

1. CALL TO ORDER

Mayor Pro-Tem Holly Schrupp called the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, June 2, 2009 to order at 7:05 PM.

PLEDGE OF ALLEGIANCE

2. ROLL CALL AND APPROVAL OF AGENDA

Members Present: Joe McDonald, Mayor (7:15 PM)
Holly Schrupp, Council Member
Brad Hotchkiss, Council Member
Larry Bartels, Council Member
Betsy Stolfa, Council Member

Members Absent: None

Also Present: Phil Kern, City Administrator
Vince Vander Top, City Engineer
Dan Sjordal, Outworks Design
Marlene Kittock, City Clerk / AV Technician
Wendy Biel, Recorder

Motion Number (M-09-157) Motion by Holly Schrupp, seconded by Brad Hotchkiss to approve the Agenda of the regular City Council/Economic Development Authority meeting of Tuesday, June 2, 2009. Motion carried.

3. MINUTES

A. Minutes of the Joint Special Workshop of City Council/Economic Development Authority and Delano Water, Light and Power Commission from Tuesday, March 2, 2009.

B. Summary minutes of the Joint Special Workshop of City Council/Economic Development Authority and Delano Water, Light and Power Commission from Tuesday, March 2, 2009 for publication in the Delano Herald Journal.

C. Minutes of the regular City Council/Economic Development Authority from Tuesday, May 19, 2009.
D. Minutes of the Special Workshop of City Council/Economic Development Authority from Tuesday, May 26, 2009.

E. Summary minutes of the Special Workshop of City Council/Economic Development Authority from Tuesday, May 26, 2009 for publication in the Delano Herald Journal.

Motion Number (M-09-158) Motion by Betsy Stolfa, seconded by Larry Bartels to approve the Minutes A, B, C, D and E as submitted. Motion Carried 4-0-1 with Brad Hotchkiss abstaining from Minutes C.

4. SPEAKERS, PRESENTATIONS AND AWARDS

5. CONSENT ITEMS

The items listed for consideration will be enacted by one motion unless the Mayor, a member of the Council, City Staff or a person in attendance requests an item be removed from the Agenda.

EDA


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B. Authorize Pay Request # 1 for construction of the East Side Stormwater Lift Station.

C. Approve the Public Facilities Lease of the use of the Central Park for the annual Pair-A-Dice Cruisers Inc. event on August 8, 2009.

Motion Number (M-09-159) Motion by Brad Hotchkiss, seconded by Betsy Stolfa to approve the Consent Items A, B, and C as submitted. Motion Carried with Betsy Stolfa request to pull Item D for discussion.

D. Authorize new contract for voice and data services.

Betsy Stolfa requested more information regarding the Wi-Fi Hotspot. Phil Kern explained the positive attributes for a Wi-Fi Hotspot which will allow residents access to the internet from Central Park; this service goes beyond Frontier’s current scope of service. A specific Wi-Fi Hotspot location can be addressed at a later time and will be determined by Frontier’s line availability.

Motion Number (M-09-160) Motion by Betsy Stolfa, seconded by Larry Bartels to approve the contract with Frontier Communications for Voice and Data services. Motion carried.
6. CITY STRATEGY No. 1: Provide high quality infrastructure and services in a planned fiscally responsible manner.

A. Authorize the preparation of plans and specifications for the Bridge Avenue Landscape Improvements.

Phil Kern introduced Dan Sjordal, Outworks Design, who had presented plans and specifications to Council at the Special Workshop Tuesday, May 26, 2009. Kern reminded Council that the original budget forecast was $300,000.00 for the Bridge Avenue project; although recently discussed that the costs could rise significantly; Kern is pleased to announce that the Bridge Avenue project is being proposed back to within its original budget forecast.

Dan Sjordal presented plans and specifications for the Bridge Avenue project. As discussed with Council last week, Mr. Sjordal reviewed the symmetry of materials used at City Hall and the Bridge Avenue project. Specific attention was drawn to create an entry to Historic Downtown Delano by proposing a granite welcoming monument, columns of brick and black bridge trusses similar to the Historic Bridge of Delano which will be highlighted by planters filled with seasonal plantings.

Mayor McDonald opened discussion questioning if hanging planters could be attached behind the cut-out signage on the bridge trusses. Mr. Sjordal believes structurally it can be designed; he will follow up with additional options.

Council questioned Public Works on time spent maintaining planters. Ernie Eden, Public Works Director, stated that it is minimal, approximately thirty (30) minutes a day. Mayor McDonald was encouraged by the volunteer support, highlighting the Garden Club and their willingness to assist. Vince Vander Top noted that further discussion can be made regarding irrigation options.

Vince Vander Top responded to Council’s question of what next steps were necessary; he responded that it is necessary to make a motion to approve plans and specifications for the Bridge Avenue Landscape Improvements with the ability to bid out the monument separately. Given the architectural design requirements for these monuments, quotes will be sought from contractors capable of constructing monuments.

Larry Bartels wanted to review previous questions by Council and Residents from the Special Workshop May 26, 2009. He questioned the base material necessary for the monuments. Mr. Sjordal noted that this would be considered and submitted within the bid process. Bartels requested that the type and height of trees be considered when planted along the intersection of Bridge Avenue and Highway 12 for visibility both from pedestrians and drivers. Bartels questioned when the budget process began determining the amount necessary for this project and from which fund it was being drawn. Staff responded that discussion and decisions were made approximately three (3) years ago and that money was allocated within the Capital Improvement Fund.

**Motion Number (M-09-161)** Motion by Betsy Stolfa, seconded by Brad Hotchkiss to approve the preparation of plans and specifications for the Bridge Avenue Landscape Improvements. Motion carried.
B. **Floodplain Park Feasibility Study – University of Minnesota Student Capstone project presentation.**

Vince Vander Top introduced Laura Ohman and Nathan Braman, two Seniors from the University of Minnesota, who had conducted a study of the flood plain area on the west side of the City Park area.

Laura Ohman began the review describing areas of focus: trail system, lighting, bank stabilization, canoe launch area and additional parking area. Ms. Ohman suggested replacing the current trail base material with class 5 aggregate due to its weather durability and longevity. Mr. Braman mentioned using this same material on the parking lot. They described the option of solar lighting both along highly wooded trail areas and parking lots. The bank stabilization was necessary due to the flooding issues that are prevalent in this area. Mr. Braman described using willow stakes, which would eventually root into the ground and maintain the bank area. He also suggested a granite stairway from the trail down to the canoe launch area. Total cost of improvements presented would be approximately $137,900.00.

Vander Top thanked both for their presentation, noting this was a summary and their full report was available on the City website. Mayor McDonald questioned the time spent on this study; Ms. Ohman stated that she, Mr. Braman and two other individuals spent approximately 500 + hours. Brad Hotchkiss questioned whether the solar lighting described has been used elsewhere. Mr. Braman knew that the City of Bloomington is currently using this option. Council expressed their gratitude for their time and the detail study provided by Ms. Ohman and Mr. Braman.

**Motion Number (M-09-162) Motion by Betsy Stolfa, seconded by Brad Hotchkiss to accept the Floodplain Park Feasibility Study. Motion carried.**

C. **Consider Dog Park and Dog Licensing fees.**

Mayor McDonald referred to Luke Fischer for continued discussion regarding the Dog Park and Dog Licensing fees. Luke Fischer reminded Council that the Dog Park location coincided with the presentation made by Ms. Ohman and Mr. Braman. Due to recommendation by Council, Staff has reduced the fenced area by over one acre and lowered the height of the fence to a 4 foot fence; making these adjustments will reduce the overall cost of the Dog Park by $4,000.00 from initial projections. Fischer informed Council that the construction costs could be recouped by the dog licensing fees; he predicts by licensing 100 + dogs per year the Dog Park could pay for itself within 4 to 7 seasons.

Betsy Stolfa questioned the new size of the Dog Park, whether it was comparable to other cities. Through research and interviews, Fischer noted that dog parks do vary drastically in size depending on location availability; Larry Bartels noted this park proposal is approximately the length of three football fields. Mayor McDonald questioned the safety of lowering the fence height to four feet. Fischer used the comparison of a dog park by Lake of the Isles, Minneapolis MN, which also has a four foot fence and is extremely popular with dogs of all sizes. Holly Schrupp questioned when dog parks started becoming so popular. Fischer stated the dog parks he researched were constructed within the past five years.
Council thanked Fischer for his extensive research and the apprehension is not due to the information, but due to economics. Hotchkiss noted that he received quite a bit of opposition to the original Dog Park proposal; now with the revisions he would like to hear from the residents and is requesting their opinions. Mayor McDonald appealed to viewers for their reaction; Staff updated Council on the additional option of contacting City Hall by: [www.twitter.com/cityofdelano](http://www.twitter.com/cityofdelano)

Motion Number (M-09-163) Motion by Betsy Stolfa, seconded by Larry Bartels to table the Dog Park and Dog Licensing fees for further discussion. Motion carried.

7. CITY STRATEGY No. 2: Ensure the City’s financial stability.

There was none.

8. CITY STRATEGY No. 3: Manage high quality growth consistent with the City’s Comprehensive Plan.

There was none.

9. CITY STRATEGY No. 4: Ensure a well-trained and productive workforce to meet the changes of the City.

There was none.

10. CITY STRATEGY No. 5: Increase accountability by measuring and evaluating service delivery.

There was none.

11. CITY STRATEGY No. 6: Continue to improve the City’s downtown.

There was none.

12. CITY STRATEGY No. 7: Encourage communication and ideas with residents and business owners.


No discussion or motion made.

13. OTHER BUSINESS

14. COMMUNICATIONS AND ANNOUNCEMENTS

15. CLAIMS
A. City Claims.

Motion Number (M-09-164) Motion by Holly Schrupp, seconded by Betsy Stolfa to approve the City Claims in the amount of $287,305.66. Motion Carried.

16. ADJOURNMENT

Motion Number (M-09-165) Motion by Betsy Stolfa, seconded by Holly Schrupp to adjourn the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, June 2, 2009. Motion Carried.

There being no further business to discuss the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, June 2, 2009 was adjourned at 8:15 PM.

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Joe McDonald, Mayor

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Marlene Kittock, City Clerk

ATTEST:

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Wendy Biel, Recorder