

**SUMMARY MINUTES
CITY OF DELANO
SPECIAL WORKSHOP
City Council/Economic Development Authority
Tuesday, January 26, 2010
6:00 PM**

1. CALL TO ORDER

Mayor McDonald called the special workshop of the Delano City Council/Economic Development Authority of Tuesday, January 26, 2010 to order at 6:02 PM.

2. ROLL CALL

Members Present: Joe McDonald, Mayor
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
Marlene E. Kittock, City Clerk
Vince Vander Top, City Engineer
Carol Plocher, Librarian
Jeff Vanderlinde, Remax Realtor
Paula Bauman, Recorder

3. SPECIAL ORDER OF BUSINESS

A. Discuss Rivertown Rowhomes.

Jeff Vanderlinde discussed the Rivertown Rowhomes and the real estate market in Delano. Discussion included current listings of townhomes within Delano, new listings and closed listings, average sales price and internet search results for Vanderlinde's internet site showing homes listed. Council discussed the Rowhomes listed for sale and discussed current list price.

B. Discuss Delano Library.

Motion Number (M-10-025) Motion by Holly Schrupp, seconded by Betsy Stolfa to approve the expansion of the Delano Public Library without funding from the City of Delano. Motion Carried.

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The following items were discussed out of order as posted on the original Agenda. Items are listed in order of discussion.

E. Discuss 2011 Street Improvement Plan.

Vince Vander Top discussed the proposed street improvement plan; stating a street reconstruction project will be completed every three years with the first project starting in 2011. Staff is recommending doing a draft feasibility study for the 2011 project area this spring.

D. Discuss Street Improvement Assessment Policy.

Kern stated the purpose of the Assessment Policy is to establish a fair and equitable manner of assessing the increased in market value (special benefit) associated with public improvements. The procedures used by the City for levying special assessments are those specified by Minnesota Statutes which provides that all or a part of the costs of improvements may be assessed against benefit properties. Three criteria must be satisfied before a particular parcel can be assessed and are as follows: 1) The land must have received special benefit from the improvement. 2) The amount of the assessment must not exceed the special benefit. 3) The assessment must be uniform in relation to the same class of property within the assessment area. Kern gave a sample breakdown of assessable properties.

C. Discuss Northwest Industrial Park project.

Kern stated in recent weeks several entities interested in land for industrial development has contacted the City of Delano. Coinciding with the Council's goal to create additional jobs and develop a new industrial park, staff has outlined a work plan for the Northwest Industrial Park project. The goal would be to coordinate improvements to the available land, with the land carrying the related costs, and providing land opportunities to private developers at marketable costs. Kern discussed the steps the City needed to make to accomplish this goal which included the implementation of a feasibility study. This feasibility study would include an engineering assessment, planning assessment, financing plan and marketing.

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4. ADJOURNMENT

Motion Number (M-10-026) Motion by Betsy Stolfa, seconded by Holly Schrupp to adjourn the special workshop of the Delano City Council/Economic Development Authority of Tuesday, January 26, 2010. Motion Carried.

There being no further business to discuss the special workshop of the Delano City Council/Economic Development Authority of Tuesday, January 26, 2010 was adjourned at 7:30 PM.

Joe McDonald, Mayor

Marlene E. Kittock, City Clerk

ATTEST:

Paula Bauman, Recorder