

**MINUTES
CITY OF DELANO
SPECIAL WORKSHOP
City Council/Economic Development Authority
Tuesday, March 30, 2010
6:00 pm**

1. CALL TO ORDER

Mayor McDonald called the Special Workshop of the Delano City Council/Economic Development Authority of Tuesday, March 30, 2010 to order at 6:08 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
Scott Dornfeld, Building Official
Randy Szarzynski, Szardesign
Paula Bauman, Recorder

3. SPECIAL ORDER OF BUSINESS

A. Discuss Bridge Avenue Monuments.

Mr. Szarzynski, Szardesign, presented Council with options for types of lettering on the granite monuments on Bridge Avenue. Option one has the words "Delano" engraved vertical on the tall middle stones; with a smaller "Established 1868" on a smaller stone. Option two has wording on all three stones with Established and Incorporated dates on the smaller stones and "Delano" engraved vertically on the taller middle stone. Option three included the words "Welcome to Delano" on a smaller stone, "Delano" typed vertically on the taller middle stone and "Est 1868" on the remaining smaller stone. Phil Kern questioned what Mr. Szarzynski's timeline will be for sandblasting the lettering onto the stone. Mr. Szarzynski stated it will be two weeks.

Kern discussed Council's previous concerns regarding the stones shifting. Mr. Szarzynski stated the way the monuments are designed they will not tip over.

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Council discussed where the monuments sat in comparison to the footings. Council then discussed the landscaping around the stones.

Council discussed the options for wording on the stones. Joe McDonald stated he likes the "Welcome to" on the stones; stating it shows Delano as a warm, friendly and welcoming community. Mayor McDonald also stated he likes that all three stones have wording on them and that it's a simple design. Council discussed the design and additional wording; a suggestion was replacing "Welcome to" with "Historic".

Motion Number (M-10-074) Motion by Joe McDonald, seconded by Larry Bartels to accept the final lettering design from Randy Szarzynski to incorporate the words "Historic" on the smaller stone, "Delano" vertically on the middle stone, and "EST. 1868" on the remaining smaller stone. Motion Failed 2-3.

Brad Hotchkiss questioned why the aesthetics committee is not making these decisions stating the aesthetics committee should bring recommendations to Council. Joe McDonald stated because of the concerns heard from residents this item has been brought to the attention of Council.

Motion Number (M-10-075) Motion by Joe McDonald, seconded by Larry Bartels to accept the final lettering design from Randy Szarzynski to incorporate the words "Welcome to" on the smaller stone, "Delano" vertically on the middle stone, and "EST. 1868" on the remaining smaller stone. Motion Carried.

Holly Schrupp stated in previous discussions and plans there was a floating stone that was attached to the monuments and asked what had happened to that stone. Mr. Szarzynski stated a decision was never made on that floating stone stating he'd be willing to get Council a quote if requested.

Betsy Stolfa asked Council to reconsider the "Welcome to" motion while discussing in the future there could be monuments at the edge of the City that has a sign "Welcome to Delano". Stolfa stated it could be awkward to have signage with the same wording at the edge of town and in the middle. Betsy Stolfa asked to reconsider the "Historic" wording in place of the "Welcome to".

Motion Number (M-10-076) Motion by Larry Bartels, seconded by Brad Hotchkiss to reconsider Motion Number M-10-075. Motion Carried.

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Motion Number (M-10-077) Motion by Brad Hotchkiss, seconded by Betsy Stolfa to accept the final lettering design from Randy Szarzynski to incorporate the words “Historic” on the smaller stone, “Delano” vertically on the middle stone, and “EST. 1868” on the remaining smaller stone. Motion Carried.

B. Discuss 120 – 2nd Street North.

Marlene Kittock and Scott Dornfeld gave a brief background of the property located at 120 2nd Street North. The property has been zoned B-4 - Central Business District. The property owner was informed of the zoning at the time of purchase. Sometime around or before the summer of 2006, the business was moved and the building rented out for residential use. At that time, action was taken to enforce the zoning code as the property was zoned B-4. In August of 2009, staff noticed the building is being used for residential purposes once again. A letter was mailed to the property owners reminding them of the zoning and requested them to get their property into compliance; another letter was sent out in October. The property owners stated no one was living on the property and a sign was placed in the yard advertising “Acrylic Specialist”. Staff has tried to contact the business and the number states its out of service.

Larry Bartels asked if the property can be rezoned. Joe McDonald stated people do live downtown in the business district. Marlene Kittock explained this can be done by a Conditional Use Permit and residents need to live strictly on the second floor with the first floor being strictly business use.

Phil Kern stated this issue has been brought to council as there have been complaints on the property. Staff is looking for direction.

Larry Bartels stated the property owners clearly knew the use of the property and haven’t petitioned for new rezoning. Council discussed and consensus of council was to follow-up with enforcement of the City’s Zoning Ordinance and informing the property owners of their obligations to meet the ordinance. No motion taken.

C. Discuss Band Shell Relocation.

The Park Board is recommending moving the Band Shell from its current location to the old Manor Field. Park Board is recommending moving the structure as long as it meets the necessary code requirements; Kern stated the Park Board hasn’t discussed

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funding. Council discussed the stability of the structure and the required insurance and contract for Brad Hayes and Larry Stubbs with Stubb's Movers. Joe McDonald questioned if the structure is moved to its new location; would it obstruct the view for other people. Phil Kern discussed the area where it is to be relocated and showed the Council a Photoshop rendering of its location. Council discussed code requirements for footings and concrete slab. Scott Dornfeld discussed those requirements. Staff confirmed that the City has not budgeted funds for this project and any funding would likely have to come from outside sources.

Motion Number (M-10-078) Motion by Betsy Stolfa, seconded by Holly Schrupp to authorize moving the Band Shell from its current location to the Manor Ball Field on the condition of correct insurance, signed contract, that the new location be modified to meet all building code requirements, and that outside funding sources meet any needs.. Motion Carried.

D. Discuss Met Council Transit Study.

Kern stated Met Council has approached Wright County to conduct a study of Public Transit Bus Way; fully funded by Met Council. This was presented at the Mayors Association Meeting in March where two mayors spoke out against the study; no one spoke in favor for the study. Buffalo is now trying to get this study going; Staff is recommending approval. Kern recommended Council composing a letter stating the City of Delano is in favor of this study. Consensus of Council was to authorize letter stating the City of Delano is in favor. No motion taken.

E. Discuss Electric Enterprise Valuation Study.

Kern stated Council directed Staff to solicit quotes for an electric enterprise valuation study; in doing so, Springsted was contacted and informed they do not do these types of studies. Springsted identified three firms as "recommended" for completing the work – two in Minnesota and one in Missouri. Kern reviewed the draft proposal to ask for a fair bid component stating the intent of the study is to independently assess and evaluate the City's existing electric utility including its assets and service territory and provide an opinion as to its total value in the current market. Kern discussed the tentative schedule stating he prefers a council subcommittee to have a committee format. Council discussed the study.

F. Discuss Northwest Industrial Park Feasibility Study.

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Phil Kern discussed the Northwest Industrial Park project. Kern reviewed the Land Cost Comparison memorandum submitted by Alan Brixius, Northwest Associated Consultants, Inc. the report provided a comparison of cities marketing industrial land that may be competing with Delano's Northwest Industrial Park. Communities listed included cities in Wright County and Carver County. Land Availability – most of the communities surveyed have limited industrial land available. Land Cost – the land costs range from \$1.15 to \$4.50 per square foot. The lower priced land is found in the western Wright County communities of Annandale, Waverly and Buffalo. These prices offset location disadvantages. Wright County communities closer to the Hennepin County boundary have improved land prices between \$3.50 to \$4.00 per square foot with financing incentives. Utility Fees – SAC fees in Wright County communities range from \$4,030 in Monticello to \$5,950 in Buffalo. WAC fees in Wright County communities range from \$750 in Buffalo to \$2,982 in Waverly. Delano also charges a water connection fee, sewer trunk fee and electric access fee based on calculated SAC units.

Council discussed the land owners of the proposed industrial park site. Both owners have different approaches on selling their land. One property owner would prefer to market and sell as industrial lots. The City of Delano would build the infrastructure with assessments and they sell their lots. The second property owner prefers to sell their land to the City of Delano and the City sells as industrial lots.

Kern reviewed the memo from Alan Brixius regarding site concept plan. NAC was directed to select four lots within the Northwest Industrial Park concept plan and prepare site plans that illustrated building potential, proposed use, and construction values. The calculation of SAC/WAC units utilized Delano's formula and floor area ratio. The SAC/WAC units were then applied to the City's infrastructure fee worksheet to estimate the fee costs for each site. Council discussed construction costs. Kern discussed each of the examples submitted by Mr. Brixius while discussing the benefits and drawbacks. Council discussed the location of the industrial park in comparison to the previously discussed industrial parks within surrounding cities.

G. Discuss upcoming meeting and event schedule.

Kern discussed the following dates:

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1. Delano Chamber's Expo will be on Saturday, April 10 from 9:00 AM – 1:00 PM. Staff is planning on attending with brochures showing results of the survey results also talking about the Industrial Park. Staff will post for the event.

2. Next regular meeting will have a special workshop prior to the regular meeting to view the results of the retail study.

3. Citizen of the Year Banquet on April 10, 2010.

4. The Delano Public School will be hosting a public meeting on April 13, 2010 at 5:00 PM regarding parking issues along Elm Avenue.

4. ADJOURNMENT

There being no further business to discuss the special workshop of the Delano City Council/Economic Development Authority of Tuesday, March 30, 2010 was adjourned at 8:12 PM.

Joe McDonald, Mayor

Marlene E. Kittock, City Clerk

ATTEST:

Paula Bauman, Recorder