

**MINUTES
CITY OF DELANO
City Council/Economic Development Authority
Tuesday, June 21, 2011
7:00 PM**

1. CALL TO ORDER

Mayor Graunke called the regular meeting of the Delano City Council/Economic Development Authority meeting of Tuesday, June 21, 2011 to order at 7:05 PM.

PLEDGE OF ALLEGIANCE

2. ROLL CALL AND APPROVAL OF AGENDA

Members Present: Dale Graunke, Mayor
Holly Schrupp, Council Member
Betsy Stolfa, Council Member
Dan Vick, Council Member
Derek Schansberg, Council Member

Members Absent: None

Also Present: Phil Kern, City Administrator
Alan Brixius, City Planner
Ernie Eden, Public Works Director
Wendy Biel, Recorder
Marlene E Kittock, City Clerk

Phil Kern requested the addition of Other Business (15A) to discuss a 2011 Performance Measurement Program opportunity and (15B) to approve Resolution (R-11-17) for a Gambling Application to conduct off-site gambling for the Delano Knights of Columbus at Delano's Central Park.

Motion Number (M-11-155) Motion by Holly Schrupp, seconded by Derek Schansberg to approve the addition of Other Business (15A) and agenda as presented for the Delano City Council/Economic Development Authority of Tuesday, June 21, 2011. Motion Carried.

3. MINUTES

There was none.

4. SPEAKERS, PRESENTATIONS AND AWARDS

A. 2011 Tour de Tonka Presentation by Tim Liftin.

Tim Liftin announced the 2011 Tour de Tonka, an annual Minnetonka Community Education multi-distanced bicycle ride through Lake Minnetonka communities for cyclists of all ages; this event promotes

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and celebrates healthy lifestyles, friendship, teamwork, and recreation through the collaboration of cities, sponsors, local charities and hundreds of volunteers.

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

CITY

A. Motion to approve hiring part-time staff at Delano Wine & Spirits.

B. Motion to approve a lease agreement with the Delano Athletic Club for Central Park.

Motion by Dan Vick, seconded by Holly Schrupp to approve Consent Items 5A and 5B as submitted. Motion Carried.

C. Motion to approve amending Ordinance, Fee Resolution and Application Form.

Dan Vick discussed the fees of impounded dogs and the different rates between licensed and unlicensed dogs. Phil Kern informed Council that residents would be able to apply for a dog license through the website at no cost, and Staff would send the resident their license(s). The goal of the amendment is to encourage residents to license their dog(s) free of charge, minimizing additional non-registered fees in the event your dog is picked up and also ensures that the dog has been vaccinated against rabies. Council discussed various tiered options and agreed to:

Non-Registered Dog(s) would be fined on a per house offense:

- 1st Offense - \$35.00 City Impound Fee
- 2nd Offense - \$70.00 City Impound Fee
- 3rd Offense - \$140.00 City Impound Fee

Plus they will need to pay the Non-registration fee of

- 1st Household Offense of \$40.00
- 2nd Household Offense of \$80.00
- 3rd Household Offense of \$160.00

**Offense shall be based on address of the dog(s) owner.* All fees shall be for the life of the dog(s) and their owner(s), the offenses shall not be related to calendar year. In the event that the dog owner(s) changes residency within the City of Delano, the aforementioned schedule is also applicable

Registered Dog(s) would be fined on a per dog offense:

- 1st Offense - \$35.00 City Fee
- 2nd Offense - \$70.00 City Fee

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3rd Offense - \$140.00 City Fee

1. **ORDINANCE (O-11-02) amending City Code Chapter 4 (Public Protection and General Licensing), Section 401.01 (Animal Regulations and Licenses), Subdivision 2 (License required).**

Motion Number (M-11-158) Motion by Betsy Stolfa, seconded by Derek Schansberg to approve Ordinance (O-11-02) amending City Code Chapter 4 (Public Protection and General Licensing), Section 401.01 (Animal Regulations and Licenses), and Subdivision 2 (License Required). Motion Carried by Roll Call Vote 5-0.

2. **RESOLUTION (R-11-13) amending fees for Dog Licensing.**

Motion Number (M-11-159) Motion by Dan Vick, seconded by Holly Schrupp to approve Resolution (R-11-13) amending fees for Dog Licensing with the tiered fee schedule as discussed. Motion Carried by Roll Call Vote 5-0.

6. **CITY STRATEGY No. 1: To provide and proactively facilitate the delivery of quality public and community services in a planned, fiscally responsible manner.**

A. Motion approving locations for trail kiosks.

Phil Kern reminded Council of their previous approval of the trail kiosk designs and is now presenting the final location for each (10) kiosk. Council discussed different post options; Staff will inquire with Herald Journal Publishing regarding construction options.

Motion Number (M-11-160) Motion by Betsy Stolfa, seconded by Holly Schrupp approving the locations for trail kiosks; also requesting Staff to research post material options. Motion Carried.

B. Motion to approve Resolution regarding participation in Green Step Cities program

Phil Kern reminded Council of their previous discussion of the Green Step Cities program during the May 31st work session. Derek Schansberg stated that the Delano Public Schools and Delano Municipal Utilities will be working cooperatively with the City to reach the mandated energy savings; DMU will also be offering rebates for energy conservation equipment.

1. **RESOLUTION (R-11-14) authorizing the City of Delano to participate in the Minnesota Greenstep Cities Program.**

Motion Number (M-11-161) Motion by Dan Vick, seconded by Holly Schrupp to approve Resolution (R-11-14) authorizing the City of Delano to participate in the Minnesota Greenstep Cities Program. Motion Carried by Roll Call Vote 5-0.

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7. **CITY STRATEGY No. 2: To ensure the City's continued sustainability and financial stability.**

There was none.

8. **CITY STRATEGY No. 3: To plan for the maintenance, replacement and efficiency of the City's equipment, buildings, infrastructure, energy and utility systems.**

There was none.

9. **CITY STRATEGY No. 4: To manage the City's growth so that it is high quality and consistent with the City's comprehensive plan while maintaining the City's historical culture, characteristics and features.**

- A. Consider a request for a Site and Building Plan Review, Conditional Use Permit for Open and Outdoor Service, Sale and Rental as an accessory use from S-Gang LLC for the property located at 405 Babcock Blvd and legally described as: PID # 107020-000020, 107020-000030, 107020-000040, 107020-000050, 107020-000060, 107020-000070 and 107020-000100.**

Alan Brixius reviewed the request by Dr. Donald Sealock to convert the former "Delano Dodge" building in to a multi-tenant, retail/office building. The proposed conversion is considered a positive re-use of the subject site which is consistent with the City's land use objectives. Brixius continued outlining the conditions necessary for approval of the Site and Building Plan and Conditional Use Permit.

- 1. RESOLUTION (R-11-15) approving a request for Site and Building Plan review, an Administrative Permit for a drive-through service lane and a Conditional Use Permit for outdoor dining (sales) for S-Gang LLC for property located at 405 Babcock Boulevard, within the City of Delano.**

Motion Number (M-11-162) Motion by Dan Vick, seconded by Betsy Stolfa to approve the Resolution (R-11-15) request for Site and Building Plan review, an Administrative Permit for a drive-through service lane and a Conditional Use Permit for outdoor dining (sales) for S-Gang LLC for property located at 405 Babcock Boulevard, within the City of Delano pending Staff's recommendations outlined in Planners Report dated June 8, 2011. Motion Carried by Roll Call Vote 5-0.

- B. Consider a request for an amendment to the City of Delano's Comprehensive Plan Parks and Trails.**

Alan Brixius briefly explained that the City of Delano Parks and Trails Plan is intended to set forth a vision of a fully developed park, trail and open space system. This vision is based on the natural and historic characteristic of the community, existing park and trail facilities, and the City's projected needs for the

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future. The plan is being funded through a grant received from LiveWright, a program of Wright County Human Services, distributing the proceeds of a grant from the Statewide Health Improvement Plan (SHIP), a program of the State of Minnesota. For Delano, the grant funds are helping the community enhance its park and trail system in Delano.

Council requested an inquiry of the trail leading from the Delano High School down through Marsh Ridge and into Central Park; Staff will include this potential walking path into the Master Plan.

1. RESOLUTION adopting an amendment to the Delano Comprehensive Plan entitled the Delano Parks and Trails Plan.

Motion Number (M-11-163) Motion by Derek Schansberg, seconded by Betsy Stolfa to approve the Resolution adopting an amendment to the Delano Comprehensive Plan entitled the Delano Parks and Trails Plan. Motion Carried by Roll Call Vote 4-0-1 with Holly Schrupp absent from vote.

C. Consider a request from Larry Palm of Ace Properties for a twelve (12) month extension to their development plan, permit, and application for the property located at 791 Babcock Blvd E.

Alan Brixius reminded Council in 2006, a preliminary and final plat had been approved for the site and building plans of a commercial retail building located along Babcock Blvd E. However due to the downturn in economy, the commercial building has not been constructed. The applicant was granted a previous extension, which has since expired, prompting tonight's request for an additional extension.

The 2006 plans still meet City zoning standards; Staff is recommending the 2006 approval be reinstated based on the 2006 plans, planning report and conditions of approval. Council discussed approving a specific start and ending date for the extension; Council agreed that the extension would effectively be granted as of June 21, 2011 and extends through June 20, 2012.

Motion Number (M-11-164) Motion by Derek Schansberg, seconded by Betsy Stolfa to approve the request from Larry Palm of Ace Properties for a twelve (12) month extension to their development plan, permit, and application for the property located at 791 Babcock Blvd E; effective from June 21, 2011 through June 20, 2012. Motion Carried.

10. CITY STRATEGY No. 5: To encourage and improve the communication of information and ideas with residents and business owners.

There was none.

11. CITY STRATEGY No. 6: To ensure communication and positive relationships between the Council, Staff, Employees and Commission Members.

A. Minutes from Delano Fire Department Relief Association from May 12, 2011.

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B. Minutes from Public Safety Commission from May 23, 2011.

C. Minutes from Delano Fire Department Relief Association from June 9, 2011.

There was no discussion or motion made.

12. CITY STRATEGY No. 7: To ensure the City has a well trained, productive and accountable workforce to meet the changing needs of the community.

There was none.

13. CITY STRATEGY No. 8: To ensure the public's safety from crime and manmade or natural disasters.

There was none.

14. CITY STRATEGY No. 9: To ensure the overall aesthetic appeal of the City.

There was none.

15. OTHER BUSINESS

A. Discuss 2011 Performance Measurement Program opportunity.

Phil Kern briefly introduced the opportunity to participate in the 2011 Performance Measurement Program created by the Council on Local Results and Innovation, administered through the MN Office of the State Auditor. The purpose of the program is to initiate a standard set of ten performance measures for cities that will aid residents, tax payers, and state and local elected officials in determining the effectiveness of cities in providing services and measure resident's opinion on those services. Staff will continue discussion and present a Resolution at the Special Workshop scheduled June 28, 2011.

B. RESOLUTION (R-11-17) approving Gambling Application to conduct off-site gambling for the Delano Knights of Columbus at Delano's Central Park.

Motion Number (M-11-165) Motion by Betsy Stolfa, seconded by Dan Vick to approve Resolution (R-11-17) approving a Gambling Application to conduct off-site gambling for the Delano Knights of Columbus at Delano's Central Park. Motion Carried by Roll Call Vote 4-0-1 with Holly Schrupp absent from vote.

16. COMMUNICATIONS AND ANNOUNCEMENTS

There was none.

17. CLAIMS

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A. City Claims

Motion Number (M-11-166) Motion by Derek Schansberg, seconded by Dan Vick to approve the City Claims in the amount \$489,639.62.

18. ADJOURNMENT

Motion Number (M-11-167) Motion by Derek Schansberg, seconded by Dan Vick to adjourn the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, June 21, 2011. Motion Carried.

There being no further business to discuss the regular meeting of the Delano City Council/ Economic Development Authority of Tuesday, June 21, 2011 was adjourned at 9:00 PM.

Dale J. Graunke, Mayor

Marlene E. Kittock, City Clerk

ATTEST:

Wendy Biel, Recorder