1. CALL TO ORDER

PLEDGE OF ALLEGIANCE

Mayor Graunke called the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, March 6, 2012 to order at 7:00 PM.

2. ROLL CALL & 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; Ernie Eden, Public Works Director; Mark Johnson, City Attorney; Paula Bauman, Recorder

Motion Number (M-12-43) Motion by Betsy Stolfa, seconded by Dan Vick to approve the agenda of the regular Delano City Council/Economic Development Authority meeting of Tuesday, March 20, 2012 as submitted. Motion Carried.

3. MINUTES

A. Minutes of the regular City Council/Economic Development Authority of Tuesday, March 6, 2012.

Motion Number (M-12-44) Motion by Holly Schrupp, seconded by Derek Schansberg to approve the Minutes of the regular City Council/Economic Development Authority of Tuesday, March 6, 2012 as submitted. Motion Carried.

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

5. CONSENT ITEMS

Motion Number (M-12-45) Motion by Derek Schansberg, seconded by Betsy Stolfa to approve items 5A, 5C and 5F as submitted. Motion Carried 5-0 by Roll Call Vote.

A. Motion to approve Fun in the Sun program for 2012.

B. Motion to approve the purchase of a 2012 "zero radius" mower for the Public Works Department.

Dan Vick questioned the difference in the in numbers. Council stated it was a typo on the RFA.
C. Motion to approve hiring seasonal help for the Public Works Department.

D. Motion to solicit bids for televising and pipe lining.
   
   Dan Vick stated he appreciates the progressive thinking and handling issues before they become a problem. Ernie Eden stated this will be done for structural integrity and discussed where the project is located.

E. Motion to approve inclusion of City of Buffalo Wild Marsh proposal in the City’s wellness and benefits plan.
   
   Dan Vick questioned if there will be any costs to the tax payers. Phil Kern stated there will not and explained the City of Delano’s wellness committee.

F. Adopt **RESOLUTION** re-establishing Precincts and Polling Places.

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

   A. Consider grant application submission for Central Park Improvements.
   
   Phil Kern, City Administrator, stated last summer, a task force was created to work on an updated Central Park Master Plan. The plan includes improvements that the City of Delano, community members and groups have requested. These changes will enhance the use of Central Park creating a more welcoming atmosphere within the park. City of Delano staff has continued to work with the Delano Athletic Association, who has recently begun the Municipal Stadium improvements. Those improvements started in the fall of 2011, and are expected to be completed in 2013. These improvements have been done by volunteer fundraising, donations and hours worked.

   In January, Staff met with three committees, Delano Lions Club, Fourth of July Committee, and the Delano Athletic Association to further discuss the current facilities within Central Park. As a result of those discussions, the committee has requested the City of Delano submit an application, on their behalf, for additional funding for new restroom facilities within Central Park. Staff has looked into grants available to receive funding on the restroom improvements.

   The Outdoor Recreation Grant is administered through the Department of Natural Resources and its purpose is to increase and enhance outdoor recreation facilities in local and community parks throughout the state. The program provides matching grants to local units of government for up to 50% of the cost acquisition, development and/or redevelopment of local parks and recreation areas.

   As stated within the Outdoor Recreation Grant program, support facilities (such as restrooms) can only be funded as part of a larger project that includes a primary recreation facility. As such, looking within the Central Park Master Plan, staff has included construction of a new picnic shelter along with a newly constructed ADA accessible men’s and women’s restroom facility within the application. This restroom facility would replace the current facility adjacent to the newly constructed picnic shelter and Grandstand.
Phil Kern reviewed both structures locations within the Central Park Master Plan. The picnic shelter will be centrally located within Central Park adjacent to the newly constructed restrooms. The picnic shelter is identified within the new master plan and would support all functions and events within Central Park. The facility will be slab on grade and is pre-manufactured. The shelter will be assembled by volunteer groups. The cost for the newly constructed shelter will be $70,000.

The bathroom structure would be adjacent to the grandstand and support all functions and events within Central Park. The bathroom facility is ADA accessible and will have access into the building on both sides. The new building will be larger, allowing more stalls. The cost for the reconstruction of the facility will be $120,000.

The Outdoor Recreation Grant will fund 50% of costs. The remainder of the costs will be a community match. This match can consist of volunteer labor, materials and/or donations. Half of the City’s costs involved are covered by volunteer labor and volunteer hours.

Staff is looking for Council’s, and the community’s, support in submitting the grant application. The City’s match would come from donations, fundraisers, volunteer labor and project work. Mayor Graunke stated volunteers built the current structures within Central Park and this is how it will continue in the reconstructions and updates.

Council Member Vick questioned if the picnic shelter will intrude on the current hamburger stand. Phil Kern stated within the master plan the hamburger stand has been relocated to another area of Central Park. That being said, construction of the new shelter will be done before the hamburger stand is torn down. Construction of the new structure will not affect the current hamburger stand.

Council Member Vick inquired as to the $95,000 in volunteer work. Kern stated the discussions with the committees, Delano Lions Club, Fourth of July Committee, and the Delano Athletic Association, each group has committed to fundraising to raise the funds. These events would have money dedicated towards this project.

Council Member Stolfa questioned the construction timeline. Kern stated project would start in the fall of 2012 and the grant states the work must be completed by December 31, 2014.

1. Conduct Public Hearing regarding picnic shelter and restroom improvements.

Motion Number (M-12-47) Motion by Derek Schansberg, seconded by Betsy Stolfa to open the public hearing to discuss the picnic shelter and restroom improvements. Motion Carried.

Mayor Graunke called for public comment three times. None was heard.

Motion Number (M-12-48) Motion by Betsy Stolfa, seconded by Dan Vick to close the public hearing.
2. Consider RESOLUTION supporting the City of Delano's application for the MN DNR Outdoor Recreation Grant program.

Motion Number (M-12-49) Motion by Dan Vick, seconded by Betsy Stolfa to adopt Resolution R-12-06 supporting the City of Delano's application for the Minnesota Department of Natural Resources Outdoor Recreation Grant Program. Motion Carried 5-0 by Roll Call Vote.

B. Discuss Sustainability Initiative Task Force.

The City of Delano became a GreenStep City in 2011. The purpose of this Task Force is to examine, research, and provide recommendation to the City Council regarding sustainability and environmental opportunities for the City. The workplan for the Sustainability Task force would be to review GreenStep City criteria, Study/investigate other opportunities, Search sustainability studies, long term cost savings and/or environmental improvements, capital purchases and operations, consider community outreach efforts.

The Committee would consist of eight members including the following: City Council Representative, DMU Commissioner, School Board member, two Business/Chamber representatives, and three resident at-large and/or commissioners. Staff participants would depend on the topic but would consist of PW Director, DMU staff, City Administrator and office staff.

Staff is recommending solicitation of members, with the meetings beginning in May, 2012. There would be six meetings being held every other month. The Task Force would sunset March, 2013 where the Council can continue the group, expire or modify.

If Council approves, Staff will have a resolution establishing the group in April/early May.

Dan Vick stated Phil Kern did a good job explaining the conservation end of GreenStep Cities.

Motion Number (M-12-50) Motion by Dan Vick, seconded by Betsy Stolfa to authorize publication and seek interested parties for the Sustainability Task Force. Motion Carried.

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

8. CITY STRATEGY No. 4: To manage the City's growth so that it be high quality and consistent with the City's Comprehensive Plan while maintaining the City's historical culture, characteristics and features.

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

A. Dream Team to present a report on the group's goals, progress and accomplishments.
Chris Brazelton presented a report on the Dream Team II’s accomplishments within the past three years. Ms. Brazelton reviewed members of the group and discussed visioning sessions. During this visioning sessions goals were set which include: develop and revitalize the historic downtown Delano as a cultural destination, develop the Crow River frontage as a recreation destination, engage in economic development with a goal of creating 300 living wage jobs in the Delano community within the next five years, develop a business park on the west side of Delano, and develop a tool kit for promoting Delano’s potential new businesses. Ms. Brazelton stated the recommendations for the future include continued collaborations, keep dreaming, grant writing and applications, economic development authority.

Council thanked Ms. Brazelton and the Delano Dream Team II for all their hard work and dedication. Council Member Stolfa stated all the volunteers did a great job and sent a special thank you to Ms. Brazelton for her dedication to the group.

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


   C. Minutes from Historic Preservation February 27, 2012.

   D. Minutes from Delano Fire Department Relief Association March 6, 2012.

   E. Minutes from Delano Fire Department Relief Association March 8, 2012.

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

12. CITY STRATEGY No. 8: To ensure the publics safety from crime and man-made or natural disasters.

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

14. OTHER BUSINESS

   A. Discuss Kings Pointe development Agreement (possible Attorney/Client privilege session)

      Council discussed in January, the status of the Kings Pointe Development Agreement and zoning uses that have arisen due to violations of the age restriction. Phil Kern and Mark Johnson discussed the Kings Pointe Development as to the design of the project as it relates to senior housing.

      Mr. Johnson reviewed the letters sent to the parties involving the zoning issues. The Kings
Pointe Development is generally restricted to residents 55 year or older. However, up to 20% of the initial sales may be to persons between the ages of 48 and 55 years of age. The Developer feels this is not compliant with Fair Housing Act; whereas, Mr. Johnson explained the statute stating the Kings Pointe Development age restriction is following the law.

Mr. Johnson stated there are several options to proceed and discussed ceasing to issue building permits for the development. Phil Kern stated there are two buildings with ten units that have not been applied for. Mr. Kern was unaware of how many units that still need final inspections. Mr. Johnson stated another option would discuss litigation of the matter and recommended if Council would like to discuss the pros and cons to further discuss in closed session.

John McCashin, Present of the Homeowners Association, spoke of the situation. Mr. McCashin stated the two lots where the proposed two building were to be built have gone back to the bank and the Developer no longer owns. If the City would cease to issue building permits it wouldn’t hold anything against Cottage Homesteads.

Council agreed to further discuss the issue within closed session.

B. Attorney/Client Privilege: Discuss Railroad Avenue matter.

15. COMMUNICATIONS & ANNOUNCEMENTS

16. CLAIMS

A. City Claims

Motion Number (M-12-51) Motion by Betsy Stolfa, seconded by Dan Vick to approve the City Claims in the amount of $352,345.10 as submitted. Motion Carried.

B. EDA Claims

Motion Number (M-12-52) Motion by Holly Schrupp, seconded by Derek Schansberg to approve the EDA Claims in the amount of $49,612.50 as submitted. Motion Carried.

Motion Number (M-12-53) Motion by Betsy Stolfa, seconded by Holly Schrupp to enter into Executive Session for the purpose of discussing the anticipated litigation for Kings Pointe Development and current litigation for Railroad Avenue. Motion Carried.

Motion Number (M-12-54) Motion by Betsy Stolfa, seconded by Dan Vick to exit out of Executive Session. Motion Carried.

17. ADJOURNMENT

Motion Number (M-12-55) Motion by Betsy Stolfa, seconded by Holly Schrupp to adjourn the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, March 20, 2012. Motion Carried.
There being no further business to discuss the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, March 20, 2012 was adjourned at 8:30 PM.