

**MINUTES**  
**CITY OF DELANO**  
**City Council/Economic Development Authority**  
**Tuesday, March 6, 2018**  
**6:00 PM**

**1. Call to Order**

Mayor Pro Tem, Betsy Stolfa, called the special workshop of Tuesday, March 6, 2018, to order at 6:00pm.

**2. Roll Call**

**Members Present: Betsy Stolfa, Mayor Pro Tem; Councilmembers Jason Franzen, Holly Schrupp and Jon Sutherland**

**Members Absent: Dale Graunke, Mayor**

**Also Present: Phil Kern, City Administrator; Paula Bauman, Administrative Services Coordinator; Justin Markon, Administrative Intern**

**3. Special Order of Business**

A. Interview and appoint for Planning Commission vacancy.

**Motion by Holly Schrupp, seconded by Jon Sutherland to appoint Dan Menk to the Delano Planning Commission, with term expiration of February 28, 2021; motion carried.**

B. Discuss Splashpad operations

Staff has been working with Delano Public Schools staff on operations at the splashpad for 2018. A draft agreement has been presented with the proposed staffing scenario. Community Education will employ the staff to meet the duties and responsibilities for splashpad attendants.

As part of the agreement, the City will share access to the MaxGalazy software to manage splashpad season passes at no or little cost above what the school district pays for the software. The City will pay the one-time training fee for City staff.

Council discussed the projected operating budget and revenues for the concession stand and splashpad. Betsy Stolfa questioned the increase of the projected operating budget as it was discussed last year. Kern stated the increase is mainly due to the increase in operation dates and the increased hourly rate and school staff time.

Staff feels the increase is worth the investment as the school employees are first aide certified, and life guard training. The goal is to have a primary employee during the day and a secondary employee.

Council further discussed the software to operate the Splashpad and sell concessions.

C. Discuss agreement with Delano Schools regarding field usage

Staff presented a draft agreement stating the school uses the City's ballfields each spring and have never formalized a lease agreement. This will protect both parties from accidents. In addition, there are three users of City parks: School, Delano Athletic Club and Delano Youth Baseball Softball Association. Under current lease terms, the City of Delano maintains the fields according to City standards. Any maintenance or upgrades requested above this base level is required to be paid for by the respective groups. The Delano Athletic Club would like to get these groups to share 1/3 of the costs. Staff will continue to work the respective groups to come to an agreement. This will be discussed at a future meeting.

**4. Adjournment**

There being no further business to discuss the special workshop of Tuesday, March 6, 2018, was adjourned at 6:50pm.

Signed:

Dale Graunke, Mayor

Brian Bloch, Finance Director/Clerk

Attest: Paula Bauman, Administrative Services Coordinator