

MINUTES
CITY OF DELANO
City Council/Economic Development Authority
Tuesday, June 18, 2019
7:00 PM

1. Call to Order

Mayor Graunke called the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, June 18, 2019, to order at 7:00pm.

2. Roll Call and Approval of Agenda

Members Present: Mayor Dale Graunke; Councilmembers Betsy Moran, Jason Franzen, and Jon Sutherland

Members Absent: Councilmembers Holly Schrupp

Also Present: Phil Kern, City Administrator; Shawn Louwagie, City Engineer; Brian Bloch, Finance Director; Paula Bauman, Administrative Services Coordinator; Ada Moreno, Management Assistant

Motion by Betsy Moran, seconded by Jason Franzen to approve the agenda; motion carried.

3. Minutes

4. Speaker, Presentations and Awards

A. Tour de Tonka

B. City Services Highlight: Splashpad

5. Consent Items

Motion by Holly Schrupp, seconded by Jason Franzen to approve consent items as submitted.

A. CSAH 30 Reconstruct Project Feasibility Report

B. Motion approving installation and engraving of boulder sign at Central Park

6. City Strategy No. 1: Provide comprehensive services to meet community needs

7. City Strategy No. 2: Maintain financial sustainability and fiscal stewardship

A. Consider approving a resolution accepting the grant disbursement of funds verifying the Finance Director as the person authorized to sign the grant agreement *Attachments:* Resolution | Grant Agreement | Liability Release

Brian Bloch stated in the State's last legislative session, the legislature and the governor have

appropriated \$13million of deputy registrar reimbursement grants related to the development and deployment of the Minnesota License and Registration System (MNLARS). The City of Delano’s reimbursement grant amount has been determined to be \$57,676.90.

Staff is requesting approval of the submission of the grant agreement; Council must also adopt the resolution accepting the grant disbursement of funds verifying and designating Brian Bloch as the person authorized to sign the grant agreement.

Motion by Jason Franzen, seconded by Betsy Moran to adopt Resolution R-19-13A accepting the grant disbursement of funds verifying the Finance Director as the person authorized to sign the grant agreement; motion carried 3-0 by roll call vote.

- B. Review request from Delano Community Group, LLC (d/b/a The 221 Common House) to waive annual liquor permit fees

Council stated they would like to discuss this request with all Councilmembers in attendance.

Motion by Jason Franzen, seconded by Betsy Moran to table; motion carried.

8. City Strategy No. 3: Conscientious asset/infrastructure management

9. City Strategy No. 4: Manage sustainable and planned growth

- A. Authorize staff to advertise for bids for the Delano West Metro Business Park Phase II Project

Shawn Louwagie stated with the upcoming development of Lot 1, Block 1 (KLN lot) and Lot 1, Block 2 (LSI lot) in the Delano West Metro Business Park, the extension of a sewer, water, and a street between the lots is necessary to accommodate the properties.

Following the signed purchase agreements for KLN and LSI lots, Staff began designing the street and utility extension. The design has been coordinating with the developing parties to ensure that the proposed improvements are able to serve the end user’s needs. Both developing parties would like to begin construction work on their sites in the coming weeks.

Additional storm sewer infrastructure needs to be included outside of the street and utility extension to serve the properties. This need is due to an error in design of the Delano Business Park project in 2014. The costs of these improvement will be borne entirely by Wenck.

The proposed schedule for the bidding and construction process is as follows:

June 18:	Authorize advertisement for Bid
June 19:	Advertise for bids to Delano Herald Journal
June 21:	Publish in the Delano Herald
July 12:	Bid opening
July 16:	Presentation of received bids, recommend project award
Late July:	Notice to proceed – begin construction

October 31: Substantial completion date

Motion by Betsy Moran, seconded by Jon Sutherland to authorize staff to advertise for bids for the Delano West Metro Business Park Phase II Project; motion carried.

10. City Strategy No. 5: Foster engaged and informed community

- A. Consider request from Corey Vanderhoff, Brickside Grille and Tap, for an outdoor music event on Saturday, June 29, 2019

Paula Bauman stated Mr. Vanderhoff is requesting to host a grand opening and customer appreciation celebration on Saturday, June 29, 2019. As part of this event, he is requesting the ability to close Second Street North from the intersection of Bridge Avenue to the edge of his building. The intersection at Bridge Avenue and Second Street would remain open during the event. Homeowners living near the event will also have continuous access to their properties and driveways during the event.

The outdoor music/street dance will take place on Second Street – the band will be facing towards Bridge Avenue and will play between the hours of 7:30-10:30p.

Mr. Vanderhoff further discussed the performer and the event.

Motion by Betsy Moran, seconded by Jason Franzen to authorize request from Corey Vanderhoff, Brickside Grille and Tap, for an outdoor music event on Saturday, June 29, 2019; motion carried.

11. City Strategy No. 6: Ensure a high-performing team of public servants

12. City Strategy No. 7: Manage a safe and healthy community

- A. Motion accepting donation and authoring installation of shade structure and drinking fountain at Central Park

The City has received a donation from a local individual wishing to remain anonymous for improvements at Central Park.

In 2017, the City authorized construction of the Splashpad. At that time, the design included a large shade structure (20 feet by 40 feet) on the west side of the Splashpad. The image below shows the design as recommend by Landscape Structures. The shade structure was seen as an important part of the project, however the City declined from including it at the time due to its focus on the Splashpad itself and making sure other elements of the project were adequately funded.

The first season of the Splashpad in 2018 was very well received by the public and the use of the water play area exceeded expectations. For the most part, user feedback was positive and complementary. The three biggest areas for improvement based on the submitted comments

were water temperature, public open hours in the morning, and the desire for more shade on the deck. Since the 2018 season, the City has added a water heater and expanded hours three days per week to include morning hours. Both changes have been very well received.

An individual involved in the community, in recent weeks, has stepped forward and offered to cover the costs of purchasing the originally-designed shade structure in order to meet that identified need of the play area. The individual and family are not necessarily Splashpad users, but when reviewing the need and impact it could have, this person has offered to cover all of the costs of this addition as a gift to the community. Staff has relayed gratitude for this contribution on behalf of the City and would recommend the Council formally accept the donation and proceed with the project.

Additionally, staff would recommend adding a drinking fountain in the area between the Splashpad and Grandstand, generally behind the boulder sign also listed on this City Council agenda. The City has a public drinking fountain at Big Rock Park. DMU recently pulled a water line to this area to help with the 4th of July needs, and therefore a water service is readily available. Staff recommends a fountain that would meet three needs – general drinking fountain, an ADA-accessible drinking fountain, and a water bottle filling option. Users of the main baseball stadium have requested a water bottle filling option, stating that many people use refillable plastic bottles as opposed to disposable bottles.

Motion by Jason Franzen, seconded by Betsy Moran to accept donation and authorize installation of shade structure and drinking fountain at Central Park; motion carried.

13. City Strategy No. 8: Maintain and protect community strengths

14. Updates from Commission Liaisons

- A. Fire Relief Association
- B. Park and Recreation Commission
- C. Planning Commission
- D. Public Safety Commission
- E. Spirit of Community Commission
- F. Water, Light and Power Commission

15. Communications and Announcements

Phil Kern recommended cancelling the July 2, 2019 and July 6, 2019 meeting.

Motion by Jason Franzen, seconded by Betsy Moran to cancel the July 2, 2019 and August 6, 2019 meetings; motion carried.

16. Claims

A. City Claims

Motion by Betsy Moran, seconded by Jason Franzen to approve City Claims as submitted; motion carried.

17. Other Business

- A. Consider nominations for the City of Delano's annual Employee of the Year program. (This item may be discussed in closed session)

Council discussed the Employee of the Year program. This year, there were no nominations for the award. Staff will review the program and consider any changes and/or recommendations Council and Staff suggest.

18. Adjournment

There being no further business to discuss, the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, June 18, 2019, was adjourned.

Signed:

Dale Graunke, Mayor

Attest: Paula Bauman, Administrative Services Coordinator