

MINUTES
CITY OF DELANO
City Council/Economic Development Authority
Tuesday, May 2, 2017
5:30 PM

1. Call to Order

Mayor Graunke called the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, May 2, 2017, to order at 5:30pm.

2. Roll Call and Approval of Agenda

Members Present: Dale Graunke, Mayor; Councilmembers Betsy Stolfa, Jason Franzen, Holly Schrupp and Jon Sutherland

Also Present: Phil Kern, City Administrator; Shawn Louwagie, City Engineer; Paula Bauman, Recorder

Motion by Jason Franzen, seconded by Holly Schrupp to approve the agenda of the regular City Council/ Economic Development Authority meeting of Tuesday, May 2, 2017, as submitted. Motion carried.

3. Minutes

Motion by Betsy Stolfa, seconded by Jason Franzen to approve the minutes as submitted. Motion carried.

- A. Minutes of the special workshop of Tuesday, December 13, 2016. Summary Minutes
- B. Minutes of the special workshop of Tuesday, December 20, 2016. Summary Minutes
- C. Minutes of the regular City Council/Economic Development Authority meeting of Tuesday, December 20, 2016.
- D. Minutes of the regular City Council/Economic Development Authority meeting of Tuesday, January 17, 2017.
- E. Minutes of the regular City Council/Economic Development Authority meeting of Tuesday, March 21, 2017.
- F. Minutes of the City Council special workshop of Tuesday, March 28, 2017. Summary Minutes
- G. Minutes of the regular City Council/Economic Development Authority meeting of Tuesday, April 4, 2017.
- H. Minutes of the regular City Council/Economic Development Authority meeting of Tuesday, April 18, 2017.

4. Speakers, Presentations & Awards

5. Consent Applications

Motion by Holly Schrupp, seconded by Jon Sutherland to approve the consent items as submitted.

A. City:

1. Approve and adopt RESOLUTION authorizing various licenses and permits for the annual 4th of July Celebration.
2. Consider purchase of electronic timecard and direct deposit module from Banyon Data Systems.
3. Motion approving development agreement for Wright Neighborhoods 4th Addition (Willowbrook). *Attachment: Development Agreement*

B. EDA:

1. Motion by the Delano EDA/City Council to adopt RESOLUTION and approve the Civil Rights Certification Form HUD-50077-CR.

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

- ### A. Consider approving the "Ascension" art application. *Attachments: Art Application | Park and Recreation Commission Comments | Delano Area Council for Arts and Culture | Public Comment*

The review process for the Ascension art application has been completed, Staff has heard from the Park and Recreation Commission and the Delano Area Council for Arts and Culture; who spoke highly of the project. There was a public comment received from a community member who also spoke in favor of the proposed project. Staff did not receive comment from the Delano Area Historical Society; it is assumed because they did not meet to discuss.

This project will be funded through donations from private citizens, civic organizations and fundraising efforts. In addition, the group has applied for grant funding.

Jill Woodward, Delano Area Council for Arts and Culture, briefly discussed the project and the artist's work. Ms. Woodward stated they are currently waiting on a grant to provide funding, if the grant is not funded they will need more time to raise funds for the project.

Motion by Jon Sutherland, seconded by Betsy Stolfa to approve the art application named "Ascension". Motion carried.

- ### B. Motion authorizing development of plans and specifications and obtain bids for Splashpad and related improvements at Central Park.

Phil Kern reviewed his presentation regarding the proposed Splashpad and related

improvements at Central Park. In January, 2017, Landscape Structure and members of the General Federated Womens Club (GFWC) approached the City to install a splashpad within the community. The City, shortly after, begins to explore the request. In March, 2017, the City considers possible sites, authorizes staff to put together concept plan and preliminary budget and fundraising. The total project costs (including the splashpad list price and adjacent site costs) are \$893,486. LSI is planning to use this splashpad, like other parks within town, as a display for the company and has given the City of Delano a price reduction on the list price. Kern discussed Community contributions stating with projected contributions and LSI price reduction totals \$547,093. Staff is recommending, if the project continues forward to use \$280,000 from the City Liquor Fund to pay for some of the difference. With that, there is a remaining funding gap of \$66,393.

Staff has looked into operating costs, this was done by looking at existing operations in other communities, such as Princeton, MN (which is similar in size as the proposed splashpad) and St. Louis Park. Mechanical and utility costs and attendant/staffing could total an estimated \$24,000-\$30,000. With that, staff then looked at revenue targets. After discussing this project with the City of Princeton, Staff is estimating 8,000 visitors over 120 operating days and an entrance fee of \$2.50 per person. The City of Princeton also discussed their admissions process stating they did not plan for special events/group rates. Kern discussed how Princeton has since managed those types of rates. Staff is estimating annual revenue of \$24,000 per year. Kern reiterated that this is an estimated costs and revenue targets.

Additional considerations include additional protection from balls off of Field 9, the potential use of the covered concrete slab by youth hockey. Staff will continue to look into other groups/entities for involvement and donation.

Kern reviewed the current concession stand plans and possible changes. With the proposed removal of the existing “beer stand” building to make room for the splashpad, this will need to be replaced. Staff, along with community groups, discussed the possibility of expanding the proposed concession stand to include an area to sell beer during the 4th of July Celebration. Staff will continue to look into potential changes and bring back to Council for further discussion.

Council discussed the required area for an employee to work admissions while highlighting safety issues with handling money on site. Kern stated staff has brainstormed some ideas for a pass format vs using cash. Dale Graunke discussed credit card usage or online payments.

Betsy Stolfa questioned if leasing out space on summer weekends for a food truck or ice cream vendor to make revenue. Phil Kern stated this is an opportunity; stating whether it’s the city or community groups doing this.

Jon Sutherland suggested engineering to review the crosswalk on River Street near the parking lot discussing pedestrian safety and the possible need of a flashing pedestrian light. Jason Franzen suggested Public Safety to also review.

Motion by Holly Schrupp, seconded by Betsy Stolfa to authorize development of plans and specifications and obtain bids for Splashpad and related improvements at Central

Park. Motion carried.

- 7. CITY STRATEGY No. 2: Ensure the City's continued sustainability and financial stability.**
- 8. CITY STRATEGY No. 3: Plan for the maintenance, replacement and efficient operations of the City's equipment, buildings, and infrastructure, energy and utility systems.**
- 9. CITY STRATEGY No. 4: 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.**
- 10. CITY STRATEGY No. 5 Encourage and improve the communication of information and ideas with residents and business owners.**
- 11. CITY STRATEGY No. 6: Ensure communication and positive relationships between the Council, City Staff, Employees and Commission members.**
 - A. Updates from Commission/Committee Meetings
 1. Park and Recreation Commission
 2. Planning Commission
 3. Public Safety Commission
 4. Water Light and Power Commission
 5. Delano Fire and Rescue
 6. Safe Schools
 7. School Subcommittee
 8. Senior Advisory Board
- 12. CITY STRATEGY No. 7: Ensure the City has a well-trained, productive and accountable workforce to meet the changing needs of the community.**
- 13. CITY STRATEGY No. 8: To ensure the public's safety from crime and manmade or natural disasters.**
- 14. CITY STRATEGY No. 9: To ensure the overall aesthetic appeal of the City.**
- 15. Other Business**
- 16. Communications & Announcements**

17. Claims

A. City Claims | By Account

Motion by Holly Schrupp, seconded by Jason Franzen to approve the city claims as submitted. Motion carried.

18. Adjournment

Motion by Holly Schrupp, seconded by Jason Franzen to adjourn the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, May 2, 2017. Motion carried.

There being no further business to discuss, the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, May 2, 2017, was adjourned at 6:35pm.