

**MINUTES**  
**CITY OF DELANO**  
**City Council/Economic Development Authority**  
**Tuesday, August 29, 2017**  
**7:00 PM**

**1. Call to Order**

Mayor Graunke called the Delano City Council special workshop of Tuesday, August 29, 2017, to order at 7:00pm.

**2. Roll Call**

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

**Also Present: Phil Kern, City Administrator; Brian Bloch, Finance Director; Justin Markon, Administrative Intern; Paula Bauman, Recorder**

**3. Special Order of Business**

A. Discuss splashpad rules of operation.

Phil Kern stated the splashpad is nearing completion, with the above ground features due to be set early September. Staff is not expecting the park to be operational this fall, but will be set to open Spring, 2018. Because of the impending opening, Staff is working on rules of operation. Lead points from the Park Board objective was to make sure admission fees offset expenses of the construction of the area. Not to create revenue, but to cover costs. The Park Board has been discussing fees and operations of the splashpad this spring and summer and held an open house in May for community input.

Staff has researched other splashpads in the area, the City of Princeton's splashpad is similar to ours. Princeton is 6000 square feet whereas Delano's is 5800 square feet. Kern discussed Princeton's current fee schedule and operations.

Council reviewed the Park Commission's recommendations for fees while discussing the definition of resident; should it only be people who live within the corporate city limits or those who are in the school district. A suggestion was brought up to include employees of Delano at a reduced rate.

Councilmember Sutherland suggested babies and seniors don't pay to enter the park and students should have a reduced rate. Jon discussed using punch passes and once its full it would equal a season pass then stated he didn't feel the park should make a profit. Betsy Stolfa agreed the park doesn't need to make a profit. Councilmember Franzen stated he felt people with a Delano address should receive the City rate. Jason suggested hiring a teacher to work the summer months. Franzen stated he wants the park to be a success and would like to see it well attended and felt a concession stand would help the park. Councilmember Stolfa stated she felt this is a great park, the City of Delano doesn't have anything like this in close proximity and felt having to pay a minimal charge in user fees is OK. Holly Schrupp

questioned attendees who have disabilities and how they will enjoy the park. Phil Kern stated Lynn Bartels is working to purchase wheel chairs. Mayor Graunke stated he supports the Park and Recreation and Planning Commissions decisions and feels a flat fee is simple and felt the suggested pricing wasn't out of line. Stolfa agreed, but felt there should be a reduced rate for Delano residents.

Phil Kern stated the Staff will put on a future agenda for formal approval based on Council feedback; no motion taken.

B. Consider Technical Memo addressing identified sump pump and drainage issues.

In the spring of 2017, City staff identified areas throughout the City experiencing ice buildup in the streets resulting from sump pump discharge and other drainage issues. At a special workshop in February, 2017, Council directed staff to develop solutions for identified issues. Shawn Louwagie recapped the areas of discussion including: 733 Rucks Farm Road, 1152 Woods Creek Drive, 808 Maplewood Drive, 710 10th Street South, 802 10th Street South, 1319 Woods Creek Drive to 1483 Woods Creek Drive, 429 4th Street North, 05 Shady Oak Circle to 117 Shady Oak Circle. Council reviewed the project and discussed funding. Councilmember Sutherland asked if Engineering can go thru the list and rate them. Kern reviewed the RFA from the August 15<sup>th</sup> meeting, stating they're currently ranked in order of importance. Council directed Staff to further review Rucks Farm Road and 1152-1483 Woods Creek Drive; further discussion and formal approval will be done at a future meeting.

C. Discuss 2018 Budget, Levy and Capital Plan.

Brian Bloch gave an overview of the tax levy and expected tax rate, with further discussion revolving around the General, Fire, Senior and Debt Service Funds. These funds have a direct effect on the tax levy. First draft of the capital improvement plan and fund budgets indicate a need for a tax levy of \$3,320,923. This equates to a 7.9 percent increases in the total levy. The City's five-year forecast predicted an increase of 7.6%.

Bloch further discussed the proposed tax levy for 2018, with a comparison to the actual 2017 levy. The budgets assume a collection rate of 97.5%, which is the same as last year. Levies for debt usually recommend levying 105% of what is needed to safely collect enough revenue to pay the required expenditures.

The General Fund Levy, net of Local Government Aid is expected to increase 5.63%.

The debt levies increase by 18.01% from 2017 to 2018, due to the increases in the 2013A and 2016A bonds for street improvements. These monies need to be collected next year so they are available to make the payment in 2019. The City is using \$100,000 from the Street Improvement Fund to reduce the levy for the 2016A bonds in 2018.

D. Discuss the Wright County Sheriff's Department hours of service as it relates to the Wright County Sheriff's Contract.

The Council discussed the Wright County Sheriff's Department request for additional hours, the Department would like the City to have 24 hours of service. The Council reviewed surrounding communities and their service hours and the possibility of using a CSO position within the community.

E. Discuss concession building at Central Park.

Council reviewed the plans for the proposed concession building at Central Park. Councilmember Sutherland stated the building needed to be reviewed and approved by an architect. Kern stated this can be done through Wenck with an additional fee of \$15,000. Building Official, Scott Dornfeld, discussed the project and its structural requirements. After reviewing the layout, Sutherland requesting making the building a storm structure. Dornfeld explained those requirements and stated if that is done, there would be additional costs and the building would lose its windows.

Council agreement to proceed with the draftsman who works with the architect and not move forward as a storm shelter, but ask for simple fixes to "beef it up". Council further discussed the project and brainstormed ideas to maximize the space for storage and facility use.

F. Discuss Railroad Avenue property acquisition. (This portion of the meeting may contain discussions of real estate negotiations and portions or all of the discussion may be closed and audio recorded).

Kern gave a brief update stating the property at 510 Railroad Avenue was closed on earlier this week.

#### **4. Adjournment**

There being no further business to discuss, the special workshop of the Delano City Council/Economic Development Authority of Tuesday, August 29, 2017, was adjourned at 9:30pm.

Signed:

Dale Graunke, Mayor

Brian Bloch, Finance Director/Clerk

Attest: Paula Bauman, Administrative Services Coordinator