

**MINUTES**  
**CITY OF DELANO**  
**City Council/Economic Development Authority**  
**Tuesday, August 28, 2018**  
**7:00 PM**

**1. Call to Order**

Mayor Graunke called the special workshop of Tuesday, August 28, 2018, to order at 7pm.

**2. Roll Call**

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

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

**3. Special Order of Business**

A. Introduction of candidates for Youth Liaison program

Madison Hagenau introduced Samson Streachek.

B. Review draft 2019 Preliminary Budget, Tax Levy, and 2019-2024 Capital Improvement Plan

Brian Bloch reviewed his memo dated August 28 regarding the 2019 general fund, fire fund, senior fund, TIF funds and debt service funds budgets, tax levies and capital improvement plan. Block stated the funds and CIP that have an effect on our tax levy for 2019. Council looked at these items first because the preliminary tax levy needs to be approved and sent to Wright County by the end of September. The final tax levy and budget for all funds will need to be approved and submitted to Wright County and the Minnesota Department of Revenue by December 28, 2018.

C. Discuss municipal refuse contract

This item was removed from the agenda.

D. Discuss Riverside Commons lease and facility improvements

As part of the new lease agreement with Wright County Soccer, the City is responsible to replace the roof on the building and purchase new turf. The current roof leaks during wintertime freeze-thaw cycles. Staff recommend installing an R-30 roof, which will create additional insulation. The current turf was purchased used from the Delano lacrosse club and requires yearly taping of seams to ensure a uniform playing surface. New turf will have Velcro between pieces so that the seams stay together. Both projects would be mostly covered by yearly capital payments from Wright County Soccer.

Staff also anticipate an increase in activities at the Riverside Commons, as it is becoming a popular place to hold events.

#### **4. Adjournment**

There being no further business to discuss, the special workshop of Tuesday, August 28, 2018, was adjourned.

Signed:

Dale Graunke, Mayor

Attest: Paula Bauman, Administrative Services Coordinator