

MINUTES
CITY OF DELANO
City Council/Economic Development Authority
Tuesday, January 15, 2019
7:00 PM

1. Call to Order

Mayor Graunke called the regular meeting of the Delano City Council/Economic Development Authority meeting of Tuesday, January 15, 2019, at 7pm.

2. Oath of Office

- A. Mayor - Dale Graunke
- B. Councilmember - Jason Franzen
- C. Councilmember - Holly Schrupp

3. Roll Call & Approval of Agenda

4. Election of Officers - City Council and Economic Development Authority

Motion by Betsy Moran, seconded by Jon Sutherland to appoint the following: City: 1. Mayor Pro-Tem: Betsy Moran Economic Development Authority: 1. President: Mayor Dale Graunke 2. Vice-President: Councilmember Jason Franzen 3. Treasurer: Councilmember Holly Schrupp 4. Assistant Treasurer: Finance Director Brian Bloch 5. Secretary: City Administrator Phil Kern; motion carried.

- A. City Council
 - 1. Mayor Pro-Tem (Previously Betsy Moran)
- B. Economic Development Authority
 - 1. President (Previously Mayor Dale Graunke)
 - 2. Vice-President (Previously Councilmember Jason Franzen)
 - 3. Treasurer (Previously Holly Schrupp)
 - 4. Assistant Treasurer (Previously Finance Director Brian Bloch)
 - 5. Secretary (Previously City Administrator Phil Kern)

5. Minutes

6. Speaker, Presentations and Awards

A. Delano United Diversity Task Force - "Confronting Racism: Minnesota Style"

7. Consent Items

Motion by Betsy Moran, seconded by Jon Sutherland to approve consent items as submitted; motion carried.

A. City

1. Motion establishing a goal-setting session on February 8-9, 2019
2. Authorize pay increase for Delano Fire Fighters for on-scene pay.
3. Adopt ordinances and a summary resolution authorizing the renewal of the cable franchise to CC VIII Operating LLC (Charter Communications) for the operation of a cable system and delivery of cable services within the city. *Attachments:* Proposed Ordinance establishing regulations | Proposed Ordinance granting 15-year franchise | Summary Resolution | Renewal Memo
4. Authorize temporary intoxicating liquor license (strong beer) and gambling exemption permit (bingo) to St. Maximilian Kolbe Church/School for an upcoming event scheduled for Saturday, March 2, 2019

B. EDA

1. Quarterly Financial Report of the Delano EDA/Crow River Villa Apartments for the 3rd Quarter of the fiscal year 2018-2019

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

- A. Discuss Wright County CSAH 30 Reconstruct Project and enter into a Cooperative Agreement with Wright County for said project

Shawn Louwagie recapped the proposed Wright County CSAH 30 Reconstruction Project stating the next step is to enter into a Cooperative Agreement with Wright county.

Motion by Jason Franzen, seconded by Jon Sutherland to enter into a Cooperative Agreement with Wright County for CSAH 30 Reconstruction Project; motion carried.

9. CITY STRATEGY No. 2: Ensure the City's continued sustainability and financial stability.

10. CITY STRATEGY No. 3: Plan for the maintenance, replacement and efficient operations of the City's equipment, buildings, and infrastructure, energy and utility systems.

11. 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.

- A. Consider request from Lennar Homes for a preliminary plat entitled Highland Ridge 7th Addition along with a proposed zoning map amendment from R-2 Single Family Residential to R-5 Single and Two Family Residential. *Attachments:* Exhibits

U.S. Home Corp DBA Lennar has submitted application requesting a change of zoning from R-2 Single Family Residential district to R-5 Single and Two-Family Residential district within a preliminary plat entitled Highland Ridge 7th Addition. Highland Ridge original preliminary plat was approved in 2006 with an R-2 zoning district requiring a minimum lot width of 80 feet and lot area of 12,500 square feet. Through the change in zoning and new preliminary plat, the applicant wishes to introduce a more affordable single family housing option into the Highland Hills neighborhood. The change in zoning to R-5 Single and Two-Family Residential zoning district will allow a lot width of 65 feet and a minimum lot area of 9,000 square feet. The lot count in the original plat was 38. The new lot count if the zoning is changed to R-5 will be 49, a net gain of 11 lots.

Alan Brixius stated based on the staff review and findings staff offer the following recommendations for the requested rezoning and Preliminary plat for the Highland Ridge 7th Addition.

Rezoning: Based on the findings of this report, we find that the requested change in zoning for Highland Ridge 7th Addition from R-2 to R-5 satisfies the City's criteria for a zoning change. Staff recommends approval of the change in zoning.

Preliminary Plat: Based on the findings of this report we recommend approval of the preliminary plat entitled Highland Ridge 7th Addition subject to the following conditions:

1. Approval of the Change in zoning from R-2 to R-5.
2. All building pads shall be a minimum of 18 inches above top of street curbs.
3. Applicant shall dedicate the outlots to the city in fee title.
4. Applicant shall provide demarcation posts where lots abut outlot boundaries to identify property lines and prevent trespass and encroachments.
5. Street names shall follow City policy and the applicant shall be responsible for the installation of street lights, street signs and traffic control sign per city standards.
6. Applicant shall be responsible for the coordination and installation of all nonmunicipal utilities to be installed in a joint trench with shared conduits at street crossings.
7. Applicant shall abide by the street and utility recommendations of the City Engineer dated January 9, 2019.
8. The applicant shall abide by the grading, drainage, storm water management recommendation of the City Engineer dated January 9, 2019.
9. Applicant shall provide a landscape plan that addresses; wetland buffers, landscaping, turf establishment of all grading areas, ponds and easement areas.
10. Applicant shall pay a cash contribution in lieu of parkland dedication based on the city per lot cash contribution standard.
11. Applicant shall enter into a development agreement with the City at time of final plat that outlines development responsibilities and provide financial securities for site improvements and utility installation.
12. All home models shall be designed and sized to meet the Delano design standards for single family homes.

Alan Brixius stated the Planning Commission recommended approval. At the Planning Commission public hearing, there was a lot of discuss of concern from rezoning and increase of number of lots. Claims of the proposed development would result in depreciation of value. There are numerous studies on this subject; Brixius discussed his findings. Jon Sutherland stated he felt the rear yards on this project are a good depth; once these houses are established the neighborhood will start seeing porches and/or additions.

Betsy Moran questioned if a three-car garage will fit on the parcel. Brixius stated yes, there is a minimum side yard setback of five feet.

Holly Schrupp questioned taking out the holding pond, this area is known for water. With the increased of homes, Councilmember questioned the drainage. Shawn Louwagie discussed the proposed storm sewer and drainage for the neighborhood.

Betsy Moran discussed further the R-5 zoning. Alan Brixius stated the older part of town and Liberty Landing is zoned R-5.

1. Adopt resolution approving the Preliminary Plat for Highland Ridge 7th Addition, within the City of Delano

Motion by Holly Schrupp, seconded by Jason Franzen to adopt resolution R-19-01 approving the Preliminary Plat for Highland Ridge 7th Addition, within the City of Delano; motion carried 5-0 by roll call vote.

2. Adopt an ordinance amendment to the Delano City Zoning Map amendment related to a change of zoning from R-2 Single Family Residential District to R-5 Single Family Residential District for the Highland Ridge 7th Addition subdivision within the City of Delano

Motion by Holly Schrupp, seconded by Jason Franzen to adopt an ordinance amendment to the Delano City Zoning Map amendment related to a change of zoning from R-2 Single Family Residential District to R-5 Single Family Residential District for the Highland Ridge 7th Addition subdivision within the City of Delano; motion carried.

12. **CITY STRATEGY No. 5 Encourage and improve the communication of information and ideas with residents and business owners.**
13. **CITY STRATEGY No. 6: Ensure communication and positive relationships between the Council, City Staff, Employees and Commission members.**

A. Updates from Commission Liaisons

1. Fire Relief Association

a. Minutes - Thursday, December 13, 2018

2. Park and Recreation Commission
3. Planning Commission
4. Public Safety Commission

a. Minutes - Monday, September 24, 2018

5. Spirit of Community Commission
6. Water Light and Power Commission

14. CITY STRATEGY No. 7: Ensure the City has a well-trained, productive and accountable workforce to meet the changing needs of the community.

- A. Authorize request from Councilmember Franzen to attend Transportation Day and Minnesota's Transportation Conference

Jon Sutherland requested Councilmember Franzen bring a report back.

Motion by Holly Schrupp, seconded by Jon Sutherland to authorize request from Councilmember Franzen to attend Transportation Day and Minnesota's Transportation Conference; motion carried.

15. CITY STRATEGY No. 8: To ensure the public's safety from crime and manmade or natural disasters.

16. CITY STRATEGY No. 9: To ensure the overall aesthetic appeal of the City.

17. Other Business

18. Communications & Announcements

- A. Update from Student Liaisons on community project

19. Claims

- A. City Claims | By Account

Motion by Holly Schrupp, seconded by Betsy Moran to approve City Clams as submitted; motion carried.

B. EDA Claims

Motion by Betsy Moran, seconded by Holly Schrupp to approve EDA Claims as submitted; motion carried.

20. Adjournment

There being no further business to discuss, the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, January 15, 2019, was adjourned.

Signed:

Dale Graunke, Mayor

Attest: Paula Bauman, Administrative Services Coordinator