

**MINUTES**  
**CITY OF DELANO**  
**City Council/Economic Development Authority**  
**Tuesday, June 25, 2019**  
**7:00 PM**

**1. Call to Order**

Mayor Graunke called the special workshop of Tuesday, June 25, 2019, to order at 7:00pm.

**2. Roll Call**

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

**Also Present:** Phil Kern, City Administrator; Scott Dornfeld, Building Official; Paula Bauman, Administrative Services Coordinator

**3. Special Order of Business**

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

At the regular City Council meeting on May 7, 2019, the City Council approved a Consumption and Display (Setup) Permit for the Delano Community Group, LLC (d/b/a The 221 Common House) located at 221 North Second Street. Members of the facility have reached out to Staff to request the annual City of Delano license fee to be waived stating because they are non-profit, it will be difficult to pay both the State of Minnesota's and the City of Delano's permitting fees.

As with any liquor license and/or permit, there are fees associated with each application. For a Consumption and Display Permit, the State of Minnesota charges the permit holder an annual permit fee of \$250. State Statute allows the local issuing authority to impose up to an additional \$300 annual fee. Per City Code, the City of Delano charges an annual \$250 fee. Liquor licenses can be paid in a lump sum or paid in equal monthly or quarterly installments subject to a 15% surcharge. The City license fees cover costs associated with administrative processing and issuing licenses, enforcement of code, and police activity associated with businesses that serve liquor.

Council discussed the request and directed staff to look into costs and fees of surrounding communities. No motion taken.

- B. Discuss building department staffing

Phil Kern discussed the current staffing of the building department. Due to new commercial and residential development, Staff is requesting the ability to hire a part-time temporary position to conduct plan review and, if necessary, inspections as well. Council discussed the current turn around time for plan review which has increased due to work load. Holly Schrupp questioned if the agreement with Delano and Watertown is still working. Phil Kern stated it is

and the City is better off in the department with three people. Jon Sutherland stated he would prefer more information on staffing as a whole, number of inspections done between the both cities.

Council directed staff to move forward with posting the ad for a part-time temporary position within the Building Department. Staff will discuss further once applications are received.

C. Discuss recommendations from June 19 Park and Recreation Commission

Landscape Structures has a new prototype which is similar to the Barb King Park; only smaller. Barb King is fourteen years old and on the rehab list for Central Park. The rehab is planned for fall. Landscape Structures suggested removing the Big Rock play structure and put in the new prototype. Park Board has recommended spending \$15,000 to update the existing Big Rock play structure and put the new prototype at Parkview Hills as this park is slated for a 2020 renovation. Council discussed the Big Rock play structure and its current condition and agreed to update the current existing Big Rock play structure and install the prototype within Parkview Hills.

D. Discuss Granite Works Redevelopment Project

Phil Kern discussed the current discussions with Staff and developers on the Granite Works Redevelopment Project. There are currently two developers who are interested in the redevelopment of the area and both entities are proposing residential units. Staff will continue to work with both entities and will bring forward to Council as more information becomes available.

E. Discuss Fourth of July Celebration

Staff and Council discussed the upcoming Fourth of July Celebration and the committees schedule of events. Phil Kern stated Staff has posted notice along the parade routes items cannot be placed along the parade route prior to the 4<sup>th</sup> of July. Staff will enforce this notice and remove items as needed.

#### 4. Adjournment

There being no further business to discuss the special workshop of the Delano City Council/Economic Development Authority of Tuesday, June 25, 2019, was adjourned.

Signed:

Dale Graunke, Mayor

Attest: Paula Bauman, Administrative Services Coordinator