

MINUTES
CITY OF DELANO
City Council/Economic Development Authority
Tuesday, August 4, 2020
7:00 PM

1. *Due to COVID-19, the meeting was conducted via Zoom webinar as allowed under Minnesota Statutes, Section 130.021. All motions were approved by roll call vote.*

2. Call to Order

Mayor Graunke called the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, August 4, 2020, at 7:00pm

3. Roll Call and Approval of Agenda

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

Also Present: Phil Kern, City Administrator; Alan Brixius, City Planner; Paula Bauman, Administrative Services Coordinator; Rebecca Gaida, Administrative Intern

Motion by Jason Franzen, seconded by Betsy Moran to approve the agenda with the recommended changes; motion carried.

4. Minutes

5. Speakers, Presentations and Awards

6. Consent Items

Motion by Jason Franzen, seconded by Jon Sutherland to approve the consent items as submitted; motion carried 5-0 by roll call vote.

- A. Consider a reduction of the amount held in escrow for Neisen Ridge 2nd Addition
- B. Consider authorizing creation of Administrative Specialist and Administrative Assistant positions and eliminating Customer Service Representative and one intern position
- C. Consider approval of purchase and installation of ionizer air filtration system at City Hall and Delano Library
- D. Consider resolution appointing additional Election Judges

7. City Strategy No. 1: Provide comprehensive services to meet community needs

- A. Resolution approving fire suppression program and approve agreements for award to Jeff Vanderlinde/Kevin Jaunich for project at 615 Babcock Boulevard. *Attachment:* Resolution Establishing Fire Suppression Loan Program | Agreement between City and EDA | Sample agreement between the City and property owner

In the fall of 2018, Council discussed the creation of a program to provide grants to small businesses that are expanding and growing in town that were not otherwise eligible for other incentive programs when it came to the requirement to add a fire suppression system as part of the project. Smaller retail and office businesses for example, do not have programs available to assist with expansions.

Phil Kern presented a resolution that creates a program where the City would reimburse a project for external costs associated with constructing watermain necessary to provide service to an indoor fire suppression system. The program does not cover internal costs or the cost of the system itself, rather it assists with extra, oversized waterlines needed to provide water to the fire suppression system. The program reimburses the property owner up to \$25,000 for this improvement. In return, the property owner agrees to complete the project. If the property owner closes the business and/or fails to pay property taxes, the entire amount of the award will be specially assessed against the property. Essentially, the City will be made whole over time by the increased revenue from the business growth through tax revenue, as long as the property owner continues operating and paying taxes. If that does not happen, the City levees the special assessment and recovers the amount from the property owner.

Motion by Holly Schrupp, seconded by Betsy Moran to adopt resolution R-20-33 establishing fire suppression system loan program; motion carried 5-0 by roll call vote.

- 8. City Strategy No. 2: Maintain financial sustainability and fiscal stewardship**
- 9. City Strategy No. 3: Conscientious asset/infrastructure management**
- 10. City Strategy No. 4: Manage sustainable and planned growth**

A. Consider final plat approval for Liberty Landing Second Addition *Attachments:* Exhibits

In 2018, the Delano City Council approved a zoning map amendment and a preliminary plat entitled Liberty Landing. This plat contained ninety-six (96) single family lots; a neighborhood part and a large outlot encompassing the 100 year flood plain of the crow river.

On March 13, 2019, the Delano City Council approved a final plat application of Delano Land Development, LLC for 49 out of the proposed 96-lot single family residential subdivision entitled "Liberty Landing". At this time, Delano Land Development LLC has requested final plat approval for the Liberty Landing Second Addition. This will be the final phase of the plat consisting of 47 single family lots.

The applicant has requested an amendment to the 100 year flood fringe boundary along that portion of the Crow River which borders the subject site line.

Alan Brixius reviewed the request stating the design of the final pat is consistent with the previously considered preliminary plat, retaining the same lot and street configurations. Based on the proceeding review, Planning staff recommends approval of the Liberty Landing final plat second addition subject to the following conditions:

1. All front yard trees shall be located outside the street right-of-way.
2. The applicant shall pay the adjusted per lot park dedication fee for the 47 lots of the second addition
3. Street names shall be determined to be consistent with City Policy
4. Street signs shall be installed consistent with City standards
5. The applicant shall be responsible for the demarcation of the boundaries of Outlot E. The design and location of demarcations posts shall be provided by the applicant and approved by the City.
6. A trail shall be constructed to the eastern boundary of Outlot A to provide access to Outlot E. Said trail shall be constructed prior to the development of the adjoining single family lots.
7. The applicants shall enter into a development agreement with the City and post all the necessary securities required by the city. This issue shall be subject to further comment by the City Attorney.
8. Applicant shall address the City Engineer's review comments as outlined in their June 30 Technical Memo

1. Adopt resolution approving the final plat for Liberty Landing 2nd Addition located along County Road 16, between the Fox Meadow subdivision and the Crow River within the City of Delano, Minnesota

Motion by Jason Franzen, seconded by Betsy Moran, adopting resolution R-20-34 approving the final plat for Liberty Landing Second Addition, located along County Road 16, between the Fox Meadow Subdivision and the Crow River, within the City of Delano, Minnesota; motion carried 5-0 by roll call vote.

11. City Strategy No. 5: Foster engaged and informed community

12. City Strategy No. 6: Ensure a high-performing team of public servants

13. City Strategy No. 7: Manage a safe and healthy community

14. City Strategy No. 8: Maintain and protect community strengths

- A. Motion awarding bids for tennis and basketball courts at Highland Ridge and Parkview Hills and pickleball courts and a parking area at Riverside/Art Walk Park.

The Park and Recreation Commission planned in its 2020 Park Dedication Capital Improvement Fund for the construction of tennis and basketball courts in two neighborhood parks, along with the construction of a pickleball facility in the community.

The recommendation as previously presented is to construct a tennis and basketball court in each Parkview Hills and Highland Ridge parks. These parks are both west of Highway 12 and the river in areas of residential growth. The City presently has tennis facilities at the Delano High School and a sport court at Woods Creek, but has no tennis courts west of the Crow

River. The Park and Recreation Commission believes this improvement will supplement existing park amenities and add multi-modal access to tennis and basketball facilities in all parts of the town

The addition of four pickleball courts is also recommended, along with a parking area, across from the Peppermint Twist at Riverside/Art Walk Park. The Park and Recreation Commission scoured the City for open park space for this facility, and wanted to be respectful of both adjacent residential and pickleball players themselves. After several meetings, this location was selected.

Phil Kern stated the bids received are slightly higher than the original estimates, the Park and Recreation Commission has reviewed and is recommending using additional Park Dedication funds to meet the higher bid prices.

Council discussed the locations and the number of the pickle courts and residential and public interest.

Motion by Jon Sutherland, seconded by Betsy Moran to award bids for tennis and basketball courts at Highland Ridge and Parkview Hills and pickleball courts and a parking area at Riverside/Art Walk Park; motion carried.

15. Updates from Commission Liaisons

- A. Fire Relief Association
- B. Park and Recreation Commission
- C. Planning Commission
- D. Public Safety Commission
- E. Spirit of Community Commission
- F. Water Light and Power

16. Other Business

17. Communications and Announcements

18. Claims

- A. City Claims

Motion by Holly Schrupp, seconded by Jon Sutherland to approve the city claims as submitted; motion carried.

19. Other Business

- A. Discuss the potential purchase agreement for property adjacent to the West Metro Business Park

Motion by Holly Schrupp, seconded by Jon Sutherland to enter into a closed to discuss purchase agreement for property located west of the West Metro Business Park; motion carried.

Motion by Holly Schrupp, seconded by Jon Sutherland to exit out of closed session; motion carried.

20. Adjournment

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

Signed:

Dale Graunke, Mayor

Attest: Paula Bauman, Administrative Services Coordinator