

AGENDA
CHAMPLIN CITY COUNCIL
MONDAY, JANUARY 25, 2010
CITY COUNCIL CHAMBERS
7:00 P.M.

THIS CITY COUNCIL MEETING WILL BE CABLECAST LIVE ON CABLE CHANNEL 16

IF DUE TO A DISABILITY YOU NEED AUXILIARY AIDS OR SERVICES DURING A CITY COUNCIL MEETING, PLEASE PROVIDE THE CITY WITH 24 HOURS NOTICE BY CALLING 421-8100 OR FAX 421-5256

CALL TO ORDER

PLEDGE OF ALLEGIANCE

INTRODUCTIONS/ROLL CALL

AGENDA

MINUTES:	DECEMBER 14, 2009	COMMITTEE-OF-THE-WHOLE
	DECEMBER 14, 2009	EXECUTIVE SESSION
	DECEMBER 14, 2009	WORK SESSION
	JANUARY 4, 2010	COMMITTEE-OF-THE-WHOLE
	JANUARY 4, 2010	REGULAR SESSION

BILLS: JANUARY 25, 2010

ANNOUNCEMENTS:

CITY COUNCIL WORKSESSION – MONDAY, FEBRUARY 8TH AT 5:45 P.M. IN THE COUNCIL CONFERENCE ROOM

CITY COUNCIL MEETING – MONDAY, FEBRUARY 8TH AT 7:00 P.M. IN THE COUNCIL CHAMBERS

THE CITY'S MILL POND GABLES PROJECT HAS APARTMENT OPENINGS FOR INDEPENDENT SENIORS INTERESTED IN A HIGH AMENITY, AFFORDABLE HOUSING COMMUNITY. IF YOU OR SOMEONE YOU KNOW HAS AN INTEREST, YOU ARE ENCOURAGED TO CALL SHELLY BAKKEN AT (763) 576-8696.

IN MID-MARCH, EVERY HOUSEHOLD IN CHAMPLIN WILL RECEIVE A CENSUS FORM TO BE COMPLETED BY APRIL 1ST. THE CENSUS COUNT IS THE BASIS FOR DETERMINING THE NUMBER OF EACH STATE'S CONGRESSIONAL REPRESENTATIVES. FOR EVERY 100 MINNESOTANS WHO FAIL TO ANSWER THE CENSUS, THE STATE WILL LOSE \$1 MILLION IN FEDERAL FUNDS OVER THE NEXT 10 YEARS. BUSINESSES, GOVERNMENTS, SCHOOLS AND NON-PROFIT AGENCIES USE CENSUS DATA FOR PLANNING PROGRAMS, LAND USE, BUSINESSES AND SERVICES. CONTACT CITY HALL AT 763-923-7102 FOR MORE INFORMATION.

CONSENT AGENDA

The Consent Agenda contains action items considered routine or non-controversial in nature, that need little or no additional deliberation based on the level of review, analysis or discussion that has been previously conducted by the City Council

1. RESOLUTION NO. 2010-13 AUTHORIZING THE CITY CLERK TO ENTER INTO A WASTE DELIVERY AGREEMENT WITH HENNEPIN COUNTY
2. APPROVE 2010 PAY EQUITY REPORT
3. APPOINTMENT OF CHAIRPERSON AND VICE-CHAIRPERSON FOR PARK AND RECREATION COMMISSION
4. ITEM DELETED
5. RESOLUTION NO. 2010-14 APPROVING PLANS & SPECIFICATIONS AND ORDERING BIDS FOR THE 2010 STREET CRACK SEAL PROGRAM (IMPROVEMENT PROJECT NO. 21003)
6. RESOLUTION NO. 2010-15 APPROVING PLANS & SPECIFICATIONS AND ORDERING BIDS FOR THE 2010 SEALCOAT PROJECT (IMPROVEMENT PROJECT NO. 21001)

CONSENT AGENDA (CONTINUED)

7. APPROVE COOPERATIVE AGREEMENT WITH HENNEPIN COUNTY TO SHARE COST IN THE ACQUISITION OF REAL PROPERTY LOCATED AT 11824 WINNETKA AVENUE FOR STORM WATER TREATMENT
8. APPROVAL OF WATERSHED REPRESENTATIVES FOR 2010
9. RESOLUTION NO. 2010-16 CALLING FOR A PUBLIC HEARING TO CONSIDER THE ISSUANCE OF REVENUE BONDS FOR THE ACQUISITION AND REHABILITATION OF THE ELM CREEK APARTMENTS
10. APPROVE PERSONNEL POLICY AMENDMENTS REGARDING NEPOTISM/PERSONAL RELATIONSHIPS AND FRATERNIZATION

OPEN FORUM

UNFINISHED BUSINESS

11. RESOLUTION NO. 2010-17 APPROVING THE FEASIBILITY STUDY AND PILOT STUDY AND ORDERING THE PREPARATION OF PLANS AND SPECIFICATIONS FOR WELL NO.1, WATER TREATMENT FACILITY (IMPROVEMENT PROJECT NO. 20908)

ADJOURNMENT

**CITY OF CHAMPLIN
REQUEST FOR COUNCIL ACTION**

AGENDA SECTION	ORIGINATING DEPARTMENT	MEETING DATE
CONSENT	GOVERNMENT SERVICES	JANUARY 25, 2010
ITEM #	ITEM DESCRIPTION	PREPARED BY
1	RESOLUTION AUTHORIZING THE CITY CLERK TO ENTER INTO A WASTE DELIVERY AGREEMENT WITH HENNEPIN COUNTY	ROBERTA COLOTTI, CMC, CITY CLERK

BACKGROUND

The City currently pays the disposal costs for refuse collected by Champlin Refuse Inc., in addition to occasional small loads brought in directly by the City's Parks & Public Works Department. Hennepin County has notified the City that our contract for waste delivery is set to expire on March 31, 2010. They have presented the City with a contract that expires on December 31, 2011. The County requires a resolution by the City authorizing the City Clerk to sign the contract.

REVIEW OF ISSUES

The current contract rate is \$40 per ton.

The proposed rate is \$43.00 per ton from April 1, 2010 through December 31, 2010. The tipping fee price will be \$45.00 per ton from January 1, 2011 through December 31, 2011.

The non-contract rate is \$60 per ton.

The Finance Director considered this proposed rate increase in our 2010 rates. Because these costs, along with other costs for transportation and administration, must be covered through the refuse rates, the 2010 rates are scheduled to increase by 4.59% for a 90-gallon container and 4.69% for a 32-gallon container.

90-Gallon Container 2009 Rate	\$21.52 per month
90-Gallon Container 2010 Rate	\$22.51 per month
32-Gallon Container 2009 Rate	\$14.33 per month
32-Gallon Container 2010 Rate	\$15.00 per month

ALTERNATIVES/ IMPACTS (UPSIDE/DOWNSIDE)

Upside: The proposed contract provides a stable cost increase for a required service over the next two years.

Downside: None

RECOMMENDATIONS

Adopt the attached Resolution Authorizing the City Clerk to Enter into a Waste Delivery Agreement with Hennepin County.

Councilmember introduced the following resolution and moved its adoption:

**CITY OF CHAMPLIN
HENNEPIN COUNTY, MINNESOTA
RESOLUTION 2010-**

**RESOLUTION AUTHORIZING THE CITY CLERK TO ENTER INTO A WASTE DELIVERY
AGREEMENT WITH HENNEPIN COUNTY**

WHEREAS, the City of Champlin has a waste delivery agreement with Hennepin County that is set to expire on March 31, 2010; and

WHEREAS, Hennepin County has presented the City with a renewal contract for waste delivery listed as Contract No. A091948; and

WHEREAS, the term of the contract is April 1, 2010 through December 31, 2011.

NOW, THEREFORE, BE IT RESOLVED by the Champlin City Council that the City Clerk is authorized to enter into the presented waste delivery agreement with Hennepin County on behalf of the City of Champlin.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember , and upon vote being taken thereon, the following voted in favor thereof , and the following voted against the same: , whereupon said resolution was this 25th day of January, 2010.

Mark W. Uglem, Mayor

ATTEST:

Roberta Colotti, CMC, City Clerk

CITY OF CHAMPLIN

REQUEST FOR COUNCIL ACTION

AGENDA SECTION	ORIGINATING DEPT.	MEETING DATE
CONSENT AGENDA	ADMINISTRATION	JANUARY 25, 2010

ITEM NO.	ITEM DESCRIPTION	PREPARED BY
2	2010 PAY EQUITY REPORT	BRET HEITKAMP

BACKGROUND

In 1984, the Minnesota Legislature passed the Local Government Pay Equity Act (LGPEA). Local governments were given until December 31, 1991 to comply with the law and were required to file reports with the Department of Employee Relations (DOER) by January 31, 1992.

Champlin implemented a pay equity compliance report in 1991 and adjusted pay grades accordingly in order to be in compliance with the law at that time. Each city is required to resubmit reports on a three-year cycle. When Champlin submitted its report in 1994, it was found to be out of compliance. In other words, the salaries for female employees in the City were consistently below the salaries for male employees of comparable value. The City then worked with a pay equity specialist at the League of Minnesota Cities to arrive at the most cost-effective alternative to comply with the law. As a result, the City achieved full compliance with Pay Equity, and has been found in compliance each time we have submitted a report since 1994.

REVIEW OF ISSUES

Our next Pay Equity Implementation Report is due January 31, 2010. There are three tests that are part of the Compliance Report that the City must pass in order to be in compliance. The first test is the Underpayment Ratio which is the percentage of male classes below predicted pay divided by the percentage of female classes below predicted pay. This percentage must be at least 80% to be in compliance; our percentage is 84.8%. The second test is the Salary Range Test, which is the average number of years to maximum salary for male jobs divided by the average number of years to maximum salary for female jobs. This percentage must be at least 80% to be in compliance; our percentage is 100%. The third test is the Exceptional Service Pay (Longevity) Test, which compares the percentage of male classes that receive Exceptional Service (Longevity) Pay to the percentage of female classes that receive ESP. This percentage must be 0% or 80% or more to be in compliance; our percentage is 0% because we do not have any female-dominated classes that receive longevity pay. The only two employee groups that receive longevity pay are Police Officers and Police Sergeants, both of which are male dominated classes. In summary, the City is in compliance with the Pay Equity Law. Once approved by the Council, it will be submitted to DOER for review and final approval.

RECOMMENDATIONS

It is recommended that the City Council approve the 2010 Pay Equity Report, as submitted by staff.

CITY OF CHAMPLIN

REQUEST FOR COUNCIL ACTION

AGENDA SECTION	ORIGINATING DEPARTMENT	MEETING DATE
CONSENT	GOVERNMENT SERVICES	JANUARY 25, 2010
ITEM #	ITEM DESCRIPTION	PREPARED BY
3	APPOINTMENT OF CHAIRPERSON AND VICE-CHAIRPERSON FOR THE PARKS AND RECREATION COMMISSION	ROBERTA COLOTTI, CMC, CITY CLERK

BACKGROUND - Each year the City Council appoints a Chairperson and Vice-Chairperson for City Commissions based on a recommendation from the Mayor. The Parks and Recreation Commission meeting was held after the first meeting of the year of the City Council and as a result their recommendation for a Chair and Vice-Chair was not available until this the second meeting of the year of the City Council.

REVIEW OF ISSUES

Parks and Recreation Commission

It is the recommendation of the Mayor that Commissioner Jon Sevald be appointed as Chairperson and Commissioner Gina Magnuson as Vice Chairperson for 2010.

STAFF RECOMMENDATION

Approve the appointment of Parks and Recreation Commissioner Jon Sevald as Chairperson and Commissioner Gina Magnuson as Vice Chairperson of the Parks and Recreation Commission for the year 2010.

CITY OF CHAMPLIN
REQUEST FOR COUNCIL ACTION

AGENDA SECTION	ORIGINATING DEPT.	MEETING DATE
CONSENT AGENDA	GOVERNMENT SERVICES	JANUARY 25, 2010
ITEM NO.	ITEM DESCRIPTION	PREPARED BY
4	MASSAGE THERAPIST LICENSE FOR YINGCHUN ZHAO AT HAN SPA & BODY CARE	Roberta Colotti, CMC, City Clerk

BACKGROUND

Han Spa & Body Care received a massage therapy business license for their business located at 500 Jefferson Highway North. They have now selected a massage therapist for their new business, Yingchun Zhao. It is requested that the application for a massage therapist license for Ms. Zhao to work at Han Spa & Body Care be approved.

REVIEW OF ISSUES

All necessary fees have been paid. A successful background investigation was completed. The required proof of training was submitted with the application.

ALTERNATIVES/IMPACTS (UPSIDE/DOWNSIDE)

N/A

RECOMMENDATIONS

It is recommended that the City Council approve the massage therapist license for Yingchun Zhao to work at Han Spa & Body Care located at 500 Jefferson Highway North. The license shall be valid from January 25, 2010 to December 31, 2010.

CITY OF CHAMPLIN

REQUEST FOR COUNCIL ACTION

AGENDA SECTION		ORIGINATING DEPT.	MEETING DATE
CONSENT		ENGINEERING	JANUARY 25, 2010
ITEM NO.	ITEM DESCRIPTION	PREPARED BY	
5	RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING BIDS FOR THE 2010 STREET CRACK SEAL PROJECT, IMPROVEMENT PROJECT NO. 21003	TIM HANSON, P.E. CITY ENGINEER	

BACKGROUND

The 2010 Capital Improvement Plan includes a \$50,000 budget for crack sealing of local streets.

Crack sealing is completed on bituminous streets as a maintenance measure that extends the life of the street. Crack sealing is typically done on newer streets as cracking develops and on streets prior to seal coat maintenance.

The 2010 Crack Sealing project is proposed to be completed on the following local streets:

- Streets identified to be seal coated in 2011.
- Streets identified to be seal coated in 2010.
- Recently overlaid streets.
- Newer streets that have not been crack sealed.

REVIEW OF ISSUES

The plans and specifications for the 2010 Street Crack Seal project, Improvement Project 21003 have been completed. The plans identify 15 miles of street for crack sealing. The construction plans and specifications identify payment for crack sealing by the pound of material placed. The yield can vary greatly depending on the number of cracks per mile, width and length of the cracks. The length of street completed may or may not be all of the streets identified in the project, as the extent of the project will be restricted by the budgeted amount in the City’s CIP. The local streets will be crack sealed in the order indicated above. The estimated cost for the crack seal work is \$45,000.

Bids are scheduled to be opened on March 2, 2010, for an anticipated award date of March 8, 2010.

RECOMMENDATIONS

It is recommended the City Council approve the Plans and Specifications for the 2010 Street Crack Seal Project, Improvement Project 21003, for local streets, and that the bid opening be scheduled for March 2, 2010 at 10:00 a.m., in the Council Chambers of City Hall. The bids would be tabulated and presented for your approval at the March 8, 2010 City Council meeting.

Attached for your approval is a Resolution Approving the Plans and Specifications and Ordering the Bids for this project.

The Plans and Specifications will be available at the City Council meeting.

Attachment Resolution
 Location Map

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CITY OF CHAMPLIN

REQUEST FOR COUNCIL ACTION

AGENDA SECTION	ORIGINATING DEPARTMENT	MEETING DATE
CONSENT	ENGINEERING	JANUARY 25, 2010
ITEM #	ITEM DESCRIPTION	PREPARED BY
6	RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING BIDS FOR THE 2010 STREET SEAL COAT PROJECT, IMPROVEMENT PROJECT 21001	T. HANSON

BACKGROUND

The City has implemented a street maintenance program that involves street seal coating on an annual basis. Specific areas of the City are being completed in a rotating basis with the intent of completing the entire City in a 10-year cycle. Following is the proposed 2010 Seal Coat Project.

REVIEW OF ISSUES

The 2010 Seal Coating Project consists of 46,842 linear feet (8.87 miles) of local City streets at an estimated construction cost of \$236,100 or \$26,670/mile. Most of the streets proposed for seal coating are either first-time seal coats or they have not been seal coated in at least 10 years. Streets that are currently on the City’s 10-year CIP for mill and overlay or reconstruction have been excluded from the seal coat program. Attached is a map showing the streets to be seal coated.

Staff uses a Pavement Management Program to rate the quality of the City’s streets. The streets are rated on a three-year cycle with an individual rating placed on block long segments of the paved streets. The individual rating is called a pavement condition index (PCI). The PCI is then used to determine streets requiring maintenance by seal coat, mill and overlay or total reconstruction. Streets are then grouped according to the seal coat needs and the area of the City. Upon determining the general area to be seal coated, the identified streets are driven by staff for a field review of their condition. Streets that have deteriorated beyond minor repairs would be removed from the seal coat program.

The total project cost is estimated as follows:

Street Seal Coat – Construction	\$236,100
Plans and Specifications thru Bidding	5,500
City Engineering Administrative Cost	9,440
Material Testing	2,000
Construction Observation	<u>8,000</u>
Total Estimated Project Cost	\$261,040

The 2010 Capital Improvement Plan Budget for Street Seal Coating is \$260,000.

RECOMMENDATION

It is recommended that the City Council approve the plans and specifications for the 2010 Street Seal Coat Project, Improvement Project 21001, for local streets and that the bid opening be scheduled for March 2, 2010 at 10:10 am, in the Council Chambers of City Hall. The bids will be tabulated and presented for your approval at the March 8, 2010 City Council Meeting.

Attached for your approval is a Resolution Approving Plans and Specifications and Ordering Bids for this project.

The Plans and Specifications will be available at the City Council meeting.

Attachment Resolution

Location Map

Project Schedule

The Future of Our Streets

PROJECT SCHEDULE

The proposed schedule for the 2010 Seal Coating project is as follows:

Accept 2010 Seal Coating Project	January 25, 2010
Bid notice to papers	February 2, 2010
Published in Champlin/Dayton Press	February 11, 18 & 25, 2010
Published in Construction Bulletin	February 5, 12 & 19, 2010
Bid Opening	March 2, 2010
Approval of Bids and Award Contract	March 8, 2010
Seal Coating to Begin	July 2010

CITY OF CHAMPLIN

REQUEST FOR COUNCIL ACTION

AGENDA SECTION	ORIGINATING DEPARTMENT	MEETING DATE
CONSENT	ENGINEERING	JANUARY 25, 2010
ITEM #	ITEM DESCRIPTION	PREPARED BY
7	COOPERATIVE AGREEMENT WITH HENNEPIN COUNTY TO SHARE COST IN THE ACQUISITION OF REAL PROPERTY LOCATED AT 11824 WINNETKA AVENUE FOR STORM WATER TREATMENT	T.TUOMINEN

REVIEW OF ISSUES

The City Council approved the acquisition of the property at 11824 Winnetka Avenue for storm water purposes at the November 23, 2009 City Council Meeting. The City has acquired the property and Hennepin County has agreed to fund 50% of the estimated cost for acquisition and overhead. Attached is the Cooperative Agreement with Hennepin County that outlines our agreement.

The City purchased the parcel from Mike and Joe Galante for a total of \$142,000, with the understanding that Joe Galante will re-purchase the southerly portion of Parcel B for an amount totaling \$69,000 within two years of the initial closing. Parcel A will be retained for public storm sewer purposes. The City of Champlin is responsible for the following: closing costs relating to the initial sale; all costs related to the demolition of the existing home and structures; carrying cost over a two year term and closing costs on the resale of Parcel B to Joe Galante.

Hennepin County has agreed to pay for 50% of the net cost after purchase and resale of the southerly portion of the property. The County has agreed to cover an equal share of overhead and demolition costs. The estimated City/ County participation is identified below:

Galante Property Purchase/ Estimated Acquisition Cost

0.87 acre parcel w /structure	(\$142,000)	
Estimated closing costs (initial)	(\$ 2,000)	
Subdivision Recording fees	(\$ 200)	
Estimated demolition cost	(\$ <u>15,000</u>)	
Subtotal	(\$ 159,200)	
2009 Assessment of taxes payable in 2010	(\$ 2,094)	
Lot carrying cost @ 4% (2 yrs)	(\$ 5,520)	
Second closing cost	(\$ <u>2,000</u>)	
Subtotal	(\$ 9,614)	
Total	(\$ 168,814)	(\$168,814)

Revenue Sale of Lot	\$ 69,000
Net cost	(\$ 99,814)

Estimated City share of cost (50%)	(\$ 49,907)
Estimated County share of cost (50%)	(\$ 49,907)

RECOMMENDATIONS

It is recommended that the City Council approve the attached Cooperative Agreement with Hennepin County regarding the sharing of costs to acquire Lot 1, Block 1, Champlin River Park Fourth Addition.

Attachments: Cooperative Agreement

CITY OF CHAMPLIN

REQUEST FOR COUNCIL ACTION

AGENDA SECTION	ORIGINATING DEPARTMENT	MEETING DATE
CONSENT	ENGINEERING	JANUARY 25, 2010
ITEM #	ITEM DESCRIPTION	PREPARED BY
8	APPROVAL OF WATERSHED REPRESENTATIVES FOR 2010	T. TUOMINEN

REVIEW OF ISSUES

The current designate and alternate on the West Mississippi and Elm Creek Watershed Districts have expressed interest in remaining in their respective positions. In September of 2009, the City Council appointed Mr. Jon Knutson of 7800 113 1/2 Avenue N for the position of Designate for the West Mississippi Watershed District which replaced Mark Gustafson in this position. Although the Watershed appointments are required every four years, the City has elected to review these appointments on an annual basis.

<u>PERSON</u>	<u>WATERSHED POSITION</u>
Jon Knutson	West Mississippi Watershed Commission – Designate Elm Creek Watershed Commission- Alternate
Bill Walraven	Elm Creek Watershed Commission – Designate West Mississippi Watershed Commission - Alternate

RECOMMENDATIONS

It is recommended that Jon Knutson be reappointed as the West Mississippi Watershed Commission Designate and as the Elm Creek Watershed Commission Alternate as identified above. It is further recommended that Bill Walraven be reappointed as the Designate for the Elm Creek Watershed Commission and the Alternate for the West Mississippi Watershed District. The Assistant City Engineer will continue to serve on the Technical Advisory Committees and as a Stake Holder representative for both watersheds.

cc: Jon Knutson, Bill Walraven, & Judie Anderson

**CITY OF CHAMPLIN
REQUEST FOR COUNCIL ACTION**

AGENDA SECTION	ORIGINATING DEPT	MEETING DATE
CONSENT	COMMUNITY DEVELOPMENT	JANUARY 25, 2010
ITEM NO:	ITEM DESCRIPTION	PREPARED BY
9	<p>RESOLUTION RELATING TO ISSUANCE OF REVENUE BONDS FOR THE FINANCING OF THE ACQUISITION AND REHABILITATION OF A MULTIFAMILY HOUSING DEVELOPMENT UNDER MINNESOTA STATUTES, CHAPTER 462C, AS AMENDED; CALLING FOR A PUBLIC HEARING WITH RESPECT TO SUCH REVENUE BONDS; GRANTING PRELIMINARY APPROVAL TO THE ISSUANCE OF SUCH REVENUE BONDS; ESTABLISHING COMPLIANCE WITH CERTAIN REIMBURSEMENT REGULATIONS UNDER THE INTERNAL REVENUE CODE OF 1986, AS AMENDED; AND TAKING CERTAIN OTHER ACTIONS WITH RESPECT THERETO</p>	JOHN W. COX

BACKGROUND

Dominium is requesting the City issue up to \$9.5 million in multi-family housing bonds to finance the acquisition and rehabilitation of 72-apartment units at the Elm Creek Apartments. Dominion had previously planned to finance the project with low income housing tax credits, but there is no current market for the credits.

REVIEW

In 2005, the City issued \$4 million in housing revenue bonds to finance the acquisition and renovation of the southerly 72 apartment units at Elm Creek. Dominion is requesting similar financing to acquire and rehabilitate the northerly 72 apartment units. The bonds, known as private activity bonds, are not a general obligation of the City and are not backed by the full faith and credit of the City but are supported by the project's revenues. The financing is contingent upon Dominion securing state authorization for the tax-exemption.

Terms of the financing including bond amount, renovation costs, rent caps, and financing fees will be finalized prior to the public hearing. Approval will be conditioned upon approval of a renovation budget and a 30-year deed restriction requiring rents be affordable to those making 60% of median income. The public hearing date is tentatively set for February 22, 2010.

The Elm Creek Apartments had a history of higher than normal police calls; most tenant behavior related. With the 2005 bond financing, the City agreed to refund a portion of Dominion's financing fee if it worked with the City and their tenant population to reduce police calls by 10%. Dominion's management team met that goal and continues to be an active participant in the City's living housing program. Last year, the 144 apartment units at Elm Creek had 84 police calls, a 60% reduction from 2005. Only 13 of those police calls were behavior/crime related. Attached is a summary of past police calls.

RECOMMENDATION

It is recommended that the City Council approve the resolution establishing a public hearing to consider the issuance of revenue bonds and direct staff to negotiate the terms of the financing agreement.

Attachments

11715-11725 and 11817-11827 Champlin Drive

Police Calls By Year

Year	Police Calls
2004	180
2005	213
2008	102
2009	84

CITY OF CHAMPLIN

REQUEST FOR COUNCIL ACTION

AGENDA SECTION	ORIGINATING DEPARTMENT	MEETING DATE
Consent	Administration	January 24, 2010
ITEM #	ITEM DESCRIPTION	PREPARED BY
10	Approve Personnel Policy Amendments Regarding Nepotism/Personal Relationships and Fraternalization	Bret Heitkamp

BACKGROUND:

Per the direction provided by the City Council at the December 14th worksession, the attached personnel policy amendments are proposed for your consideration.

REVIEW OF ISSUES:

Attached is a copy of the language being recommended as an amendment to our current Personnel Policies and Procedures Manual (PPPM). It is fairly straight forward language that is designed to prohibit the hiring or “direct” supervision of subordinate employees who are relatives or employees with whom they have a personal relationship.

Also attached is much more detailed policy language that is proposed to be implemented in the Police Department Policies and Procedures Manual. *Please note the one minor amendment on page three (Duty to Notify) that was not discussed by the City Council at the December 14th worksession.*

RECOMMENDATIONS:

It is recommended that the policies be adopted by the City Council as proposed.

CITY OF CHAMPLIN

REQUEST FOR COUNCIL ACTION

AGENDA SECTION	ORIGINATING DEPARTMENT	MEETING DATE
UNFINISHED BUSINESS	ENGINEERING	JANUARY 25, 2010
ITEM #	ITEM DESCRIPTION	PREPARED BY
11	RESOLUTION APPROVING THE FEASIBILITY STUDY AND PILOT STUDY AND ORDERING THE PREPARATION OF PLANS AND SPECIFICATIONS FOR WELL NO. 1, WATER TREATMENT FACILITY, IMPROVEMENT PROJECT NO. 20908	TIM HANSON, P. E. CITY ENGINEER

BACKGROUND

The City's Water Supply Plan, dated October 10, 2008, identifies a lack of well production capacity to meet the maximum day demand should the City's highest producing well be out of service. Production capacity with the highest producing well out of service is defined as the City's "firm capacity".

Options to achieve firm pumping capacity are:

- Develop a new well and connect it to the City's raw water supply system.
- Extend a raw water line from Well No. 1 to the City's water treatment facility.
- Construct a water treatment facility at Well No. 1.

The first option is not viable because:

- Permitting of a new well is very difficult, particularly when an existing well is available for water production.
- There are many unknowns when developing a well including: quantity of water, quality of water, cost of obtaining land for a well site and finding an appropriate location.
- Developing a well in the proximity of other production wells can impact the production of the existing wells.

The Second option is not viable because:

- It would cost more.
- The additional raw water from Well No. 1 to the water treatment plant would exceed the plants capacity.
- The water system would not have the benefit of a secondary means of treating water.

Construction of a water treatment facility at Well No. 1:

- Utilizes an existing well.
- Provides a secondary water treatment facility should the main treatment plant have to be taken out of service.
- Provides additional capacity to the City's water production capabilities.

Well No. 1 is located in the northwestern area of the City and over 2 miles in distance from the City's water treatment plant. It is not connected to the raw water collection system that supplies raw water to the City's water treatment plant.

Well No. 1 currently is not in active service due to high radium, iron, and manganese levels. To utilize Well No. 1 as a production well, the raw water will require treatment.

On May 11, 2009, the City Council authorized a Pilot Study for Well No. 1. A pilot study evaluates water quality, identifies the preferred water treatment process, and evaluates its efficiency and reliability. After review of the pilot study, a Feasibility Study was completed which evaluates the physical condition of the well, well house, and well site. The Feasibility Study recommends how to supply potable water meeting current drinking water standards.

REVIEW OF ISSUES

The Pilot Study completed for Well No. 1 identifies the ability to treat the raw water utilizing a chemical feed and pressure filtration system. The installation of this equipment within the existing well house requires the removal of two walls and extension of the other two walls. This renders the existing structure unusable. The proposed new structure will also provide for garage storage of a portable generator, park equipment storage area, and a picnic shelter extending from the south side of the building.

The estimated project construction costs are:

○ Construction Cost	\$1,523,500
○ Indirect Cost	<u>\$ 426,500</u>
Total Estimated Project Cost	\$1,950,000

The City's Water Capital Improvement Plan identifies \$1,000,000 expenditure in 2010 and \$1,000,000 expenditure in 2011 for this project. Existing funds are available from the City's Trunk Source and Storage Fund.

Engineering Value:

The project will be completed on an hourly not to exceed design fee of \$262,010 based on the attached proposal. The 2010 billing rates for WSB are the same as in 2008 and 2009. Engineering value is achieved due to WSB's familiarity with the City's water supply system; familiarity with City staff; familiarity with water treatment for radium, iron, and manganese; familiarity with water treatment at a single source; experience in well and well house construction and rehabilitation; good working relationship with regulatory agencies and track record for providing quality and value projects. Development of a quality set of plans and specifications results in competitive bidding and reduced construction cost for the water treatment facility.

RECOMMENDATIONS

Well No. 1 Water Treatment Facility, Improvement Project 20908 is feasible and will benefit the City. WSB and Associates, Inc. and City Staff recommend that the City Council authorize preparation of Plans and Specifications in accordance with improvements identified in the report.

Attachment Resolution
Feasibility Report with Pilot Study
Engineering Proposal

cc Nancy Zeigler, WSB and Associates, Inc.