

AGENDA
CHAMPLIN CITY COUNCIL
MONDAY, JULY 12, 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: JUNE 28, 2010 WORKSESSION
 JUNE 28, 2010 REGULAR SESSION

BILLS: JULY 12, 2010

ANNOUNCEMENTS:

COUNCIL WORKSESSION – MONDAY, JULY 26TH AT 5:45 P.M. IN THE COUNCIL CHAMBERS

CITY COUNCIL MEETING – MONDAY, JULY 26TH AT 7:00 P.M. IN THE COUNCIL CHAMBERS

ECONOMIC DEVELOPMENT AUTHORITY MEETING – MONDAY, JULY 26TH, IMMEDIATELY FOLLOWING THE COUNCIL MEETING, IN THE COUNCIL CHAMBERS

THE CHAMPLIN FARMERS MARKET WILL BE HELD EVERY WEDNESDAY THROUGH OCTOBER 13TH FROM 9:00 A.M. TO 1:00 P.M. AT THE ICE FORUM PARKING LOT. PLENTY OF GREAT VEGETABLES, BERRIES, BREADS AND OTHER CLASSIC MARKET ITEMS ARE AVAILABLE.

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 @ (763) 576-8696.

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. APPOINTMENT OF ELECTION JUDGES
2. APPROVE CHANGE ORDER NOS. 1, 2, AND 3 TO GOOSE LAKE ROAD RECONSTRUCTION (IMPROVEMENT PROJECT NO. 20207)
3. APPROVE JOINT POWERS AGREEMENT WITH HENNEPIN COUNTY FOR THE DESIGN, RECONSTRUCTION AND PROJECT MANAGEMENT OF COUNTY STATE AID HIGHWAY NO. 14 (DOUGLAS DRIVE) - DOUGLAS COURT TO WEST RIVER ROAD (IMPROVEMENT PROJECT NO. 20701)
4. ADOPT ORDINANCE AMENDING FEE SCHEDULE

OPEN FORUM

UNFINISHED BUSINESS

5. ADOPT ORDINANCE NO. 699 AMENDING SECTION 118-7 OF THE SIGN ORDINANCE REGARDING SETBACKS FOR MONUMENT SIGNS AND PENALTIES FOR SIGN VIOLATIONS (PROJECT 2010-08)

ADJOURNMENT

**CITY OF CHAMPLIN
REQUEST FOR COUNCIL ACTION**

AGENDA SECTION	ORIGINATING DEPARTMENT	MEETING DATE
CONSENT	GOVERNMENT SERVICES	JULY 12, 2010
ITEM #	ITEM DESCRIPTION	PREPARED BY
1	APPOINTMENT OF ELECTION JUDGES	ROBERTA COLOTTI, CMC, CITY CLERK

BACKGROUND

The City Council made the original set of Election Judge appointments on June 14th. We are allowed to appoint additional Judges up to 25 days prior to any Election. So, this Council meeting will be our last opportunity to appoint Judges for the Primary. We will appoint additional Judges on September 27th for the General Election.

The Primary Election will be held on Tuesday, August 10th and the General Election will be held on Tuesday, November 2nd. The attached list of potential Election Judges was developed from the responses received as a result of a solicitation of past Election Judges and new Election Judges identified by either the individual or a major political party.

REVIEW OF ISSUES

The City will benefit from having a strong roster of Election Judges to serve at the 2010 Election.

ALTERNATIVES/ IMPACTS (UPSIDE/DOWNSIDE)

Not Applicable

RECOMMENDATIONS

It is recommended that the attached list of Election Judge and Student Election Judge Candidates be appointed to serve at the Primary Election on August 10th and the General Election on November 2nd.

2010 Primary and General Election Judge Candidate List
Appointment Date: July 12, 2010

Carol Cummins
Holly Daggs
Georgie Kiffmeyer
Cynthia (Cindy) Kravik
LeAnn McPherson

CITY OF CHAMPLIN
REQUEST FOR COUNCIL ACTION

AGENDA SECTION	ORIGINATING DEPARTMENT	MEETING DATE
CONSENT	ENGINEERING	JULY 12, 2010
ITEM #	ITEM DESCRIPTION	PREPARED BY
2	APPROVE CHANGE ORDERS NO. 1, 2, & 3 TO GOOSE LAKE ROAD RECONSTRUCTION, IMPROVEMENT PROJECT NO. 20207	TIM HANSON, P. E. CITY ENGINEER

BACKGROUND

Hennepin County Transportation Department is responsible for project administration for the Goose Lake Road reconstruction project. They are completing final paper work on the project and have issued three change orders.

REVIEW OF ISSUES

- Change Order No. 1 - Deleted reinforced soil slope in an area that was included in the contaminated soils restoration area and an area not requiring reinforced soil slope. City of Champlin construction cost decrease of (\$2,304).
- Change Order No. 2 - Added temporary traffic control items necessary as construction extended into the 2010 construction season. City of Champlin construction cost increase of \$282.
- Change Order No. 3 - Delete safety fence due to change in existing conditions; the fence is no longer required. City of Champlin construction cost decrease of (\$421.60).

Net cost of Change Orders No. 1, 2, and 3 is a decrease in contract amount of (\$2,443.60).

RECOMMENDATIONS

Engineering recommends approval of Change Order No. 1, Change Order No. 2, and Change Order No. 3 for the Goose Lake Road reconstruction project, Improvement Project No. 20207.

Attachment: Change Order No. 1
Change Order No. 2
Change Order No. 3

CITY OF CHAMPLIN

REQUEST FOR COUNCIL ACTION

AGENDA SECTION	ORIGINATING DEPARTMENT	MEETING DATE
CONSENT AGENDA	ENGINEERING	JULY 12, 2010
ITEM #	ITEM DESCRIPTION	PREPARED BY
3	RESOLUTION APPROVING THE JOINT POWERS AGREEMENT WITH HENNEPIN COUNTY FOR THE DESIGN, RECONSTRUCTION, AND PROJECT MANAGEMENT OF COUNTY STATE AID HIGHWAY NO. 14; DOUGLAS DRIVE, DOUGLAS COURT TO WEST RIVER ROAD, CITY IMPROVEMENT PROJECT NO. 20701	TIM HANSON, P E CITY ENGINEER

BACKGROUND

Douglas Drive improvements have been identified in both the City's and County's Capital Improvement Program for several years. On August 11, 2008, the City Council approved Preliminary Design Layout No. 3 which consists of reconstructing Douglas Drive from Douglas Court North to West River Road and West River Road from Edgewood Avenue to Colorado Avenue. Since then, Hennepin County Transportation Department has completed plans and specifications for Douglas Drive street reconstruction consisting of one southbound lane, one northbound lane, and a continuous left turn lane with a second southbound lane extending south from 114th Avenue, bituminous trails, watermain reconstruction, storm sewer improvements and ponding, traffic signals, a roundabout, and street lighting. Plans and specifications for these improvements were approved by City Council at the June 14, 2010 City Council meeting.

The project is proposed to be completed under a Joint Powers Agreement between the City of Champlin and Hennepin County. Hennepin County is the lead agency and will perform the project management and construction observation for the improvements.

REVIEW OF ISSUES

The attached Joint Powers Agreement identifies:

- Project Administration and Observation Responsibilities
- Landscaping Design Requirements
- Easement Acquisition Cost Responsibilities
- Environmental Contamination Responsibilities
- Traffic Signal Ownership, Operation, and Maintenance
- Project Cost Responsibilities and Timing
- Project Maintenance Responsibilities
- "No Parking" Enforcement Provisions
- Street Light Maintenance Responsibilities

The Joint Powers Agreement is in accordance with the County's Cost Participation Policy, Maintenance Policies, and previous County Joint Powers Agreements. An engineer's estimate for the proposed improvement is identified as Exhibit A of the Joint Powers Agreement. The project cost split is summarized on Table 1 (attached). This Table includes Design Engineering and Construction Observation Costs at 18% for Hennepin County to equate the City's costs with the County's. The project costs identified are based on the engineers estimate and an estimated cost for right-of-way acquisition.

Table 2 (attached) identifies project cost recovery for Champlin's portion of the Douglas Drive improvements. The current cost estimate is similar to previous cost estimates with the exception of right-of-way acquisition which was increased with this latest estimate.

Staff continues to work with Hennepin County regarding the design issues that were addressed by the residents at the public hearing.

RECOMMENDATIONS

Engineering recommends approval of the Joint Powers Agreement with Hennepin County for the reconstruction of Douglas Drive, Douglas Court to West River Road, Improvement Project No. 20701, as identified in the Feasibility Study adopted by the City Council for the improvements.

Attachment	Resolution
	Table 1, Preliminary Opinion of Cost Summary
	Table 2, City Funding Summary
	Joint Powers Agreement

CITY OF CHAMPLIN

REQUEST FOR COUNCIL ACTION

AGENDA SECTION	ORIGINATING DEPT.	MEETING DATE
CONSENT AGENDA	GOVERNMENT SERVICES	JULY 12, 2010

ITEM NO.	ITEM DESCRIPTION	PREPARED BY
4	ADOPT ORDINANCE AMENDING FEE SCHEDULE	Jerry Hart, Building Inspector/ Roberta Colotti, City Clerk

BACKGROUND

The State recently amended their building permit surcharge from \$0.50 to \$5.00 for all flat fee building, plumbing and mechanical permits. They did not amend the surcharge for valuation based permits. This change was effective July 1, 2010 and is set to revert back on June 30, 2011. The City Code references the state surcharge and must be amended to reflect the current fees.

RECOMMENDATIONS

It is recommended that the City Council take the following actions:

- Waive first reading and adopt the attached Ordinance Amending the Fee Schedule and authorize the use of the attached publication summary.

**City of Champlin, MN
Ordinance No.**

AN ORDINANCE AMENDING CHAPTER 22 FEES

Chapter 22 FEES
Sec. 22-1. Fees.

TABLE INSET:

	CHAPTER 106 BUILDINGS AND BUILDING REGULATIONS	
Article II	State building code:	
	Building permits:	
	The City of Champlin bases its building permit fees off of the State Chart "B" Cost Per Square Foot Data Sheet as applied to Schedule "A" Permit Calculation Valuation Table, with limited exception as noted under Miscellaneous Permit Fees.	
	The following building valuation data is provided for use in computing the building permit fee. The unit costs are intended to include architectural, structural, electrical, plumbing and mechanical work. The unit cost also includes contractor's profit, which shall not be omitted:	
	Plan review fee:	
	New permit	65% of established permit fee
	Repeats (residential only) per calendar year	25% of established permit fee
	Note: The plan review fee is in addition to the building permit fee.	
	Schedule "A"	
	Total Valuation:	Fee
	\$1.00 to \$500.00	\$33.00
	\$500.00 to \$2,000.00	\$33.00 for the first 500.00

		\$4.50 per additional 100.00
	\$2,001.00 to \$25,000.00	\$84.50 for the first 2,000.00
		\$17.00 per additional 1,000.00
	\$25,001.00 to \$50,000.00	\$480.00 for the first 25,000.00
		\$12.75 per additional 1,000.00
	\$50,001.00 to \$100,000.00	\$788.70 for the first 50,000.00
		\$8.75 per additional 1,000.00
	\$100,001.00 to \$500,000.00	\$1,216.50 for the first 100,00.00
		\$7.00 per additional 1,000.00
	\$500,001.00 to \$1,000,000.00	\$4,400.00 for the first 500,000.00
		\$5.75 per additional 1,000.00
	\$1,000,001.00 and up	\$6,866.50 for the

			first 1,000,000.00
			\$4.50 per additional 1,000.00
	Other inspections and fees:		
	1.	Inspections outside of normal business hours	\$49.00 per hour*
	2.	Re-inspection fees assessed under provisions of section 305.8 of the state building code.	\$49.00 per hour*
	3.	Inspection for which no fee is specifically indicated (minimum charge -- one half hour)	\$49.00 per hour*
	4.	Additional plan review required by changes, additions or revisions to plan (minimum charge -- one half hour)	\$49.00 per hour*
	5.	For use of outside consultants for plan checking and inspections, or both	Actual costs**
	* Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.		
	** Actual costs include administrative and overhead costs.		
	Permit refunds:		
		Permits applied for, processed and not picked up:	50% of the calculated permit fee
		Building permits issued and not acted on within 180 days:	50% of the calculated permit fee

	* Add 0.5 percent to total cost for each story over three	
	** Deduct 20 percent for shell only buildings	
	*** Deduct 11 percent for mini-storage	
	Note: A state surcharge is applied to all permits in addition to the city fees listed here. Currently set at .0005% of established value.	

Misc. Building Permits

	Miscellaneous permit fees (all permits are subject to a \$0.50 \$5.00 state surcharge):	
	Agricultural buildings	16.50
	Demolition (per structure)	38.50
	Residential reroof	60.00
	Residential reside	60.00
	Swimming pools:	
	In-ground	Based on Valuation
	Aboveground	30.00 + \$5.00 State Surcharge
	Underground tank removal (each)	33.00
	Windows:	
	Replacement of windows	Contract bid amount applied to schedule "A"
	Adding egress windows (each)	30.00 + \$5.00 State Surcharge
	Relocated structures	135.00 preliminary review in existing location, if approved then charged as new construction using schedule "A" and schedule "B"

	Masonry fireplace	Contract bid amount applied to schedule "A"
	Footing and foundation only	15% of total established value applied to schedule "A"
	Framing only	85% of total established value applied to schedule "A"
	Commercial reroof	Contract bid amount applied to schedule "A"
	Eight-foot solid privacy fences	27.50 + \$5.00 <u>State Surcharge</u>
	Commercial reside	Contract bid amount applied to schedule "A"
106-30	Safety inspection of antennas constructed in the city over 35 feet from ground level, permit charge	33.00 + \$5.00 <u>State Surcharge</u>
106-55(a)(1)	Securities to guarantee sodding, per lot	1,000.00

Mechanical fees		
Commercial: Subject to a .0005 percent state surcharge		
	\$0.00 to \$1,000.00 of value	35.00
	\$1,001.00 to \$50,000.00 of value	38.50 for the first 1,000.00 +2.5% of value
	\$50,001.00 and up of value	1,100.00 for the first

		50,001.00 + 2% of 50,001.00
Residential: Subject to a .50 \$5.00 state surcharge		
	Furnace (each)	38.50
	Air conditioner (each)	26.00
	Ventilation (each)	26.00
	Furnace and air conditioner (each)	55.00
	Furnace and A/C and ventilation (each)	77.00
Fireplaces:		
	Gas fireplace w/ vent (each)	33.00
	Solid burning fireplace w/ vent (each)	33.00
	Gas or solid burning w/ existing vent (each)	27.50
	Chimney (each)	25.50
Gas piping:		
	Gas piping (1 to 3 openings)	11.00
	Gas piping (additional openings) (each)	4.50
Under floor heat:		
	Transite	25.50
	Hot water	25.50

	Radiant heat	25.50
	Duct work only	25.50
	Plumbing fees (all permits are subject to a .50 \$5.00 state surcharge):	
	Plumbing fixture (each)	11.00
	Drain tile/Sump)	11.00
	Radon	16.50
	Drinking fountain (each)	9.00
	Gas appliances (each)	16.50
	Water heater gas/electric (each)	15.00
	Water softener (each)	16.50
	Change over or repair (each)	16.50
	Irrigation/sprinkler (each)	19.00
	Water service--residential (each)	33.00
	Sewer service--residential (each)	33.00
	Water service--commercial	Value \times 2.5% + .0005 state surcharge
	Sewer service--commercial	Value \times 2.5% + .0005 state surcharge
	Fire suppression system	Value \times 2.5% + .0005 state surcharge
	Alarm/Monitoring system	Value \times 2.5% + .0005 state surcharge
	Internal storm	Value \times 2.5% + .0005 state surcharge

	Service disconnect (each)	16.50 + \$5.00 State Surcharge
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First Reading:
Second Reading:
Adopted:

Waived
July 12, 2010
July 12, 2010

Mark W. Uglem, Mayor

Attest:

Roberta Colotti, CMC, City Clerk

Published in Champlin Dayton Press on July 15, 2010.
The full ordinance shall be available at the public library and at City Hall during normal business hours,
Monday-Friday 8:00 a.m. to 4:30 p.m.

Publication Summary

**City of Champlin, MN
Publication Summary
Ordinance No.**

AN ORDINANCE AMENDING CHAPTER 22 FEES

The fee schedule for the City of Champlin was amended to require a \$5.00 state surcharge on flat fee building, plumbing and mechanical permits.

Adopted: February 22, 2010

Mark W. Uglem, Mayor

Attest:

Roberta Colotti, CMC, City Clerk

Published in Champlin Dayton Press on July 15, 2010.

The full ordinance shall be available at the public library, and at City Hall during normal business hours,
Monday-Friday 8:00 a.m. to 4:30 p.m.

CITY OF CHAMPLIN
REQUEST FOR COUNCIL ACTION

AGENDA SECTION	ORIGINATING DEPARTMENT	MEETING DATE
UNFINISHED BUSINESS	COMMUNITY DEVELOPMENT	JULY 12, 2010
ITEM #	ITEM DESCRIPTION	PREPARED BY
5	SECOND READING AND ADOPTION OF AMENDMENTS TO THE SIGN ORDINANCE REGARDING SETBACKS FOR MONUMENT SIGNS AND PENALTIES FOR SIGN VIOLATIONS	SCOTT SCHULTE

BACKGROUND

On June 28th, the City Council approved first reading of amendments to the sign ordinance providing a zero lot line monument sign setback for qualifying commercial sites along Highway 169. The Council also set fines of \$1,000 for signs built without a permit and \$3,000 for signs built without a permit that would need to be relocated, removed or reduced in size. The fine provisions have been included in the amendments for second reading and publication.

SIGN CODE AMENDMENT

The sign code amendments permit a zero lot line setback for free-standing monument signs adjacent to Highway 169 and a minimum of 70 feet from the traveled roadway under the following criteria:

- Signs located inside the 10-foot setback should be limited to eight feet in height.
- Signs located inside the 10-foot setback should not be allowed to have an electronic message component (only manual reader boards).
- Businesses with frontage road separation from the highway (public or private) should not be eligible for the setback reduction.
- The reduced setback only applies to single tenant buildings.

RECOMMENDATION

It is recommended that the City Council approve second reading and adopt the sign code amendments as attached. Staff will notify qualifying businesses of the sign code amendments.

Attachments. Ordinance for publication