

Minutes of the Proceedings of the City Council of the City of Champlin in the County of Hennepin and the State of Minnesota
Pursuant to Due Call and Notice Thereof

Regular Session
May 11, 2015
Municipal Center

- Call to Order The Champlin City Council met in Regular Session and was called to order by Mayor ArMand Nelson at 7:00 p.m.
- Pledge of Allegiance The Pledge of Allegiance was recited.
- Roll Call Present were Mayor ArMand Nelson and Councilmembers Eric Johnson, Ryan Karasek and Bruce Miller.
- Excused Absent: Councilmember Kara Terry.
- Also present were City Administrator Bret Heitkamp, City Engineer Tim Hanson, Park Facilities Manager Charlie Lehn, City Planner Scott Schulte, Assistant City Engineer Todd Tuominen, City Attorney Scott Lepak, Fire Chief Charles Thompson and City Clerk Roberta Colotti.
- Approval of Agenda
(May 11, 2015)
Motion Motion by Councilmember Johnson and seconded by Councilmember Karasek to approve the agenda for the May 11, 2015 Regular Meeting as presented. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek and Miller. Voting against: none. Motion carried.
- Approval of Minutes
Motion Motion by Councilmember Johnson and seconded by Councilmember Karasek to approve the minutes of the April 16, 2015 Worksession meeting as presented. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek and Miller. Voting against: none. Motion carried.
- Motion by Councilmember Karasek and seconded by Councilmember Miller to approve the minutes of the April 27, 2015 Worksession and April 27, 2015 Regular Meeting as presented. Voting in favor were Mayor Nelson, Councilmembers Karasek and Miller. Voting against: none. Abstained: Councilmember Johnson. Motion carried.
- Approval of Bills
(May 11, 2015)
Motion Motion by Councilmember Miller and seconded by Councilmember Karasek to approve the bills as submitted for payment on May 11, 2015. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek and Miller. Voting against: none. Motion carried.
- Announcements Mayor Nelson made the following announcements:
- Committee-of-the-Whole Meeting – Tuesday, May 26th at 6:30 p.m. in the Council Chambers.
 - City Council Meeting – Tuesday, May 26th at 7:00 p.m. in the Council Chambers.
 - 2015/2016 Work Plan Priority Worksession – Wednesday, May 27th at 5:30 p.m. in the Emergency Operations Center (EOC) of the Public Safety Building.
- Special Presentations
- Presentation of
Environmental Resources
Grant Award
Motion The City Clerk introduced the Environmental Resources Commission (ERC) members present this evening. She stated that there are two grant programs, Native Planting Grant and Mini-Grant that are administered by the ERC. She stated that a grant award recommendation has been prepared by the Commission for consideration by the City Council.

The following Native Planting Grant awards are recommended:

- Dick Brown, 701 & 519 East Hayden Lake Road - \$200
- Kristina Thomson, 11132 Idaho Court North - \$400
- Randy Wahlstrom and Sharon Ramler, 10904 Xylon Avenue North - \$500
- Girl Scouts Troop 14136 Dunning School, 10980 W. River Road - \$400
- Brenda Turok, 11621 Oregon Avenue North - \$500

The following Mini-Grant awards are recommended:

- Champlin Garden Club – Native Planting Project at Doris Kemp Park - \$500
- Jackson Middle School, Environmental Science Class - \$1,000
- Julie & Don Zdrzil, 13048 Revere Lane North - \$500

Motion by Councilmember Johnson and seconded by Councilmember Karasek to confirm the grant awards recommended by the Champlin Environmental Resources Commission (ERC). Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek and Miller. Voting against: none. Motion carried.

Mayor Nelson presented the grant awards for the Native Planting Grant and Mini-Grant to the applicants present this evening.

Presentation of 2014
Anoka-Champlin Fire
Department Annual
Report

The Fire Chief presented the 2014 Annual Report for the Anoka-Champlin Fire Department beginning with information on incident response, noting that the year had a lower number of calls. He highlighted the activity of the inspection program, the training program, the Anoka County Fire Investigation Team, the Anoka County SRT Team, public education and fire prevention, and the Fire Department annual awards event. He provided per capita costs for 2014 of this department and other metro departments for comparison purposes. He provided the average response times from the past five years and more specifically per district. He reviewed the type of calls received and the duties of firefighters.

Councilmember Johnson questioned if the department is having any issues with staffing.

The Fire Chief stated that the department has been very lucky to maintain their staff and continue to receive interest from new candidates.

Councilmember Johnson asked for additional information on the response times and the emergency calls.

The Fire Chief provided examples of the calls that were classified as emergency calls. He stated that perhaps if the calls were tracked differently, specifically routine responses and emergency responses, that a more accurate picture would be given.

Councilmember Karasek stated that there is nearly double the amount of calls in Anoka compared to Champlin, even though Champlin has approximately 5,000 more residents.

The City Administrator stated that factors into the cost paid by each City. He added that there is a cost savings to the City received by being part of the Joint Fire Board. He reviewed all of the factors used to determine each City's cost. He stated that the relationship has been very successful throughout the years between the two cities and has been beneficial to both cities.

Mayor Nelson questioned if there is a reason the numbers of calls have decreased.

The Fire Chief stated that they have made an effort to inspect commercial and industrial buildings in each city and have also had a strong public education program.

The Fire Chief stated that he is not sure of the specific reasons for the difference in the number of calls between Champlin and Anoka but stated that the cities are very different, including the layouts and demographics and age of buildings and homes.

Mayor Nelson noted that there were 14 times during 2014 when multiple incidents occurred and questioned if there was sufficient staff or whether mutual aid was used.

The Fire Chief explained that there is a good mechanism in place for those times when the department cannot cover the calls internally and in those instances mutual aid can be used. He noted that in most instances the department is able to provide coverage internally.

Mayor Nelson asked for additional information regarding insurance rates, specifically whether response rates play a factor.

The Fire Chief explained that the dispatch system, staffing level, training, and water supply systems are factors in insurance rates. He noted that response times are not provided to the State.

The City Administrator recognized that the districts within Champlin have a longer response time and explained that the reality is that the City is split by T.H. 169, which carries a large volume of traffic and therefore delays firefighters crossing to the station.

Councilmember Miller stated he and Councilmember Karasek attended the Fire Department Awards Ceremony and he was pleased to see the comradery of the department.

Overview of Worksession Discussion

The City Administrator stated that the Worksession held prior to the Council meeting was recessed and is scheduled to reconvene following the Council meeting. He stated that discussion focused on the South Diamond Lake Road, Depue Drive and Mississippi View Estates Improvement Project. He stated that the Council is considering options for a potential project in 2016.

Consent Agenda

Councilmember Miller requested to pull Item #8, "Approve Participation in First Annual Mighty Mississippi River Race", from the Consent Agenda for formal presentation by the promoter.

Champlin Towing Contract Amendment Motion

Motion by Councilmember Miller and seconded by Councilmember Karasek to approve the consent to assignment and amendment of towing agreement. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek and Miller. Voting against: none. Motion carried.

License Application for the Indoor Sale of Consumer Fireworks for SuperValu, Inc. (DBA Cub Foods) Motion

Motion by Councilmember Miller and seconded by Councilmember Karasek to approve the license for the indoor sale of consumer fireworks submitted by SuperValu Inc., (d.b.a. Cub foods) for their business located at 8600 114th Avenue North, contingent on a successful fire department site inspection, for the period of June 16, 2015 to June 16, 2016. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek and Miller. Voting against: none. Motion carried.

Resolution No. 2015-38 Approving the Acquisition of a Tax Forfeited Land Resolution 2015-38

Councilmember Miller introduced the following resolution and moved its adoption:

Approving the Acquisition of a Tax Forfeited Land

The motion for the adoption of the resolution was duly seconded by Councilmember Karasek, and upon vote being taken thereon, the following voted in favor thereof: Mayor Nelson, Councilmembers, Johnson, Karasek and Miller, and the following voted against the same: none, whereupon said resolution was passed this 11th day of May 2015.

Approve Participation in First Annual Mighty Mississippi River Race Motion

Councilmember Miller stated that he believes this will be a great event for the City.

The Park Facilities Manager stated that staff is asking the Council to consider the first annual Mighty Mississippi River Race which would take place on Saturday, August 1st. He introduced the promoter of the event.

Promoter, Roland Ring-Jarvi stated that he is a resident that lives along the river and paddles the river each night, noting that he does not often see other people paddling the river. He stated that he is working on this race to increase paddling activity and hoped that the event could become an annual event. He thanked City staff for their assistance.

Councilmember Johnson asked how many participants were expected this first year.

Mr. Ring-Jarvi stated that he hopes to have 50 to 100 entries.

Mayor Nelson asked for clarification on the estimated finish times.

Mr. Ring-Jarvi estimated that an experienced paddler could make the full trip in seven to eight hours while the average paddler would take 10 to 15 hours. He added there will be experienced paddlers on the water working the race and there are checkpoints, noting that if a paddler does not make the checkpoint by a specific time they will be taken off the water.

Councilmember Karasek thanked Mr. Ring-Jarvi for selecting Champlin as the finishing point and hoped that this could become an annual event that could help local businesses as well. He questioned if there is anything the City can do to help promote the event.

The Park Facilities Manager confirmed that the City could utilize social media and QCTV to promote the event.

Councilmember Miller believed that this event ties in with the intent of the redevelopment of the Mississippi Crossings area.

Motion by Councilmember Miller and seconded by Councilmember Karasek to approve the first annual Mighty Mississippi River Race to be held on August 1, 2015. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek and Miller. Voting against: none. Motion carried.

Resolution No. 2015-39
Accepting the Bid and
Awarding the Contract for
storm Sewer Headwall
Improvements
(Improvement Project No.
21504)
Resolution 2015-39

Councilmember Miller introduced the following resolution and moved its adoption:

A Resolution Accepting the Bid and Awarding the Contract for storm Sewer Headwall Improvements,
(Improvement Project No. 21504)

The motion for the adoption of the resolution was duly seconded by Councilmember Karasek, and upon vote being taken thereon, the following voted in favor thereof: Mayor Nelson, Councilmembers, Johnson, Karasek and Miller, and the following voted against the same: none, whereupon said resolution was passed this 11th day of May 2015.

Response Regarding Park
Volunteer Staffing at
Galloway Park/Mill Pond
Shoreline Debris
Maintenance

Open Forum

The Park Facilities Manager stated that a resident spoke at the last meeting regarding vandalism at Galloway Park. He stated that the City has a partnership with a resident to lock the gate at the park each night. He stated that the parks cannot be staffed at all times and asked residents to be respectful. He stated that with the new fiber line that will be installed later this year as part of the Supervisory Control and Data Acquisition (SCADA) Improvement Project, the necessary infrastructure will be in place for the City Council to consider the installation of a security camera at Galloway Park in 2016.

The Park Facilities Manager stated that regarding the issue of debris maintenance, the City works with Sentence to Serve (STS). STS has been notified that the City would like the shoreline in the list of clean-up areas for this year.

Councilmember Miller questioned if the police could open and close the gate when the resident volunteer is not available.

The City Administrator explained that the Police Department had been opening and closing the park but they were overburdened. He stated that after that time, the park remained open and this is the first year that the gate has been closed at night. He stated that the efforts of the resident volunteer have been very successful.

Councilmember Karasek asked residents to be aware and report any vandalism that they may see.

Resolution No. 2015-40
Directing the Preparation
of Plans and
Specifications and
Ordering the 2015 Mill
and Overlay
(Improvement Project No.
21505)

Public Hearings

The City Engineer identified the proposed project area for the 2015 mill and overlay. He reviewed the pavement condition index, which is used to rate roadways and noted that the streets within this proposed project have ranging numbers. He provided photographs of the current road conditions and advised that the mill and overlay would be completed in addition to curb repairs where necessary. He described the citywide repairs that would also be included in the project, which would mostly occur on Business Park Boulevard. He reviewed the proposed project costs and funding and explained the assessment policy used for each portion of the project. He reviewed the project schedule and highlighted future dates, noting that if approved tonight, ideally Council would award the contract in July with completion of the work to occur in September.

Public Hearing

Mayor Nelson opened the public hearing at 8:00 p.m.

No comments made.

Motion

Motion by Councilmember Johnson and seconded by Councilmember Karasek to close the public hearing at 8:00 p.m. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek and Miller. Voting against: none. Motion carried.

Resolution 2015-40

Councilmember Miller introduced the following resolution and moved its adoption:

A Resolution Directing the Preparation of Plans and Specifications and Ordering the 2015 Mill and Overlay (Improvement Project 21505)

The motion for the adoption of the resolution was duly seconded by Councilmember Karasek, and upon vote being taken thereon, the following voted in favor thereof: Mayor Nelson, Councilmembers, Johnson, Karasek and Miller, and the following voted against the same: none, whereupon said resolution was passed this 11th day of May 2015.

New Business

Resolution No. 2015-41
Approving a Site Plan and
a Zero-Lot-Line Variance
for a 6,200 Square Foot
Multi-Tenant Retail
Building and Associated
Site Improvements at
11201 Aquila Drive
(South Half of Lot 1,
Block 1, South Pond
Center)
Project 2015-05

The City Planner referenced the project location, noting that the Council recently approved a retail building use for the northern portion of the site while this request would be for a retail building on the southerly portion of the site. He advised that the facilities currently existing on the site will be removed before construction of the new buildings occurs. He referenced the current access, which is a right-in access and will be converted to a right-in/right-out access and stated that the hope would be that the increased access would better support the development proposed.

The City Planner stated that this site would have a common lot line with shared parking and therefore would need a zero lot line variance. He stated that staff prefers to see this option to increase efficiency and cohesiveness.

The City Planner provided a sketch of the proposed building, which will use high quality materials and is similar in style to the building approved for the northern portion of the lot. He stated that these buildings are visible on all four sides and will be detailed on all four sides.

The City Planner stated that a 2,200 square foot restaurant is proposed for the south portion of the building and advised that a Conditional Use Permit (CUP) would be required for that type of use. He stated that staff does not have any concerns and does not recommend any limits of that use.

The City Planner reported that the Planning Commission held a public hearing on April 20th, noting that no testimony from the public was received and the Commission recommended approval. He stated that staff also recommends that the Council approve the two resolutions as proposed. He stated that applicant's representative is in attendance as well as a member of the Planning Commission.

Councilmember Miller referenced the outdoor dining area and asked for more information on the location of that space.

The City Planner stated that the outdoor dining would be located in the southeast corner of the building.

Councilmember Miller questioned if there would be any additional conditions for that use.

The City Planner stated that staff is not recommending any additional conditions but noted that if the user was to change, that request would need to come back to the City.

Councilmember Miller stated that he is excited about the project.

Councilmember Johnson referenced the proposed multi-tenant sign shown and asked if the tenants listed are the actual tenants.

The City Planner stated that is not a current list of the tenants.

Councilmember Johnson stated that there would be a coffee tenant and fast casual restaurant tenant and questioned if the City regulations would allow any other food type uses in that location.

The City Planner confirmed that the regulations would allow for another fast casual restaurant use on this site. He confirmed that request would need to come before the Council.

Councilmember Karasek asked for additional information on the tenants.

Trent Mayberry, TOLD Development, reported that agreements are signed with Starbucks, Pacific Dental Services, and AT&T in the north building. He stated that in the south building there is anticipated to be a Mexican food tenant with two additional tenants.

Councilmember Miller questioned if any of the sites are drive-thru capable.

The City Planner confirmed that one of the northern building sites would be drive-thru capable and that there are conditions included to address drive-thru activities.

Resolution 2015-41

Councilmember Karasek introduced the following resolution and moved its adoption:

A Resolution Approving a Site Plan and a Zero-Lot-Line Variance for a 6,200 Square Foot Multi-Tenant Retail Building and Associated Site Improvements at 11201 Aquila Drive (South Half of Lot 1, Block 1, South Pond Center)

The motion for the adoption of the resolution was duly seconded by Councilmember Miller, and upon vote being taken thereon, the following voted in favor thereof: Mayor Nelson, Councilmembers, Johnson, Karasek and Miller, and the following voted against the same: none, whereupon said resolution was passed this 11th day of May 2015.

Resolution 2015-42
Approving a Conditional Use Permit to Operate a Restaurant in the Multi-Tenant Retail building Located at 11201 Aquila Drive (Project 2015-05)

Councilmember Karasek introduced the following resolution and moved its adoption:

A Resolution Approving a Conditional Use Permit to Operate a Restaurant in the Multi-Tenant Retail building Located at 11201 Aquila Drive (Project 2015-05)

The motion for the adoption of the resolution was duly seconded by Councilmember Miller, and upon vote being taken thereon, the following voted in favor thereof: Mayor Nelson, Councilmembers, Johnson, Karasek and Miller, and the following voted against the same: none, whereupon said resolution was passed this 11th day of May 2015.

Resolution No. 2015-43
Approving a Site Plan for an Outdoor Storage Area at 11611 Business Park Boulevard: Egan Companies (Project 2015-06)

The City Planner stated that Egan Companies has submitted plans to renovate and occupy the building located at 11611 Business Park Boulevard, which is currently vacant. He stated that the company would relocate their New Hope and Plymouth operations and would employ 180 employees at this location. He stated that the company plans to keep equipment in an outdoor storage area, which requires Site Plan approval. He described the proposed screening measures, which include fencing and landscaping, and conditions recommended by staff. He stated that the proposed landscaping would continue the existing landscaping in place along Business Park Boulevard to provide consistency and cohesiveness. He stated that this project would add impervious surface and therefore it is recommended that a study be completed to determine if additional storm water management should occur on the site.

The City Planner reported that the Planning Commission held a public hearing on April 20th and that the Planning Commission and staff recommend approval of the request.

Councilmember Karasek stated that several years ago he had a conversation with Councilmember Johnson who stated that one of the most significant things the City could do as an economic catalyst would be to fill that building. He felt that the City was fortunate to have such a great tenant for that building.

Councilmember Miller agreed that the City is fortunate to have this tenant and appreciated their outdoor storage area screening proposal. He believed that the City contributing to the fence cost would be a good incentive to secure Egan Companies as a tenant.

Councilmember Johnson stated that the City is fortunate to have this tenant, noting that he often goes by the company's Brooklyn Park location, which is well kept.

Mayor Nelson referenced the condition regarding semi-truck storage and asked for more information.

The City Planner stated the Egan owns its own set of nine tractor trailers and will be phasing that aspect out of their business plan over time.

Resolution 2015-43

Councilmember Johnson introduced the following resolution and moved its adoption:

A Resolution Approving a Site Plan for an Outdoor Storage Area at 11611 Business Park Boulevard:
Egan Companies (Project 2015-06)

The motion for the adoption of the resolution was duly seconded by Councilmember Karasek, and upon vote being taken thereon, the following voted in favor thereof: Mayor Nelson, Councilmembers, Johnson, Karasek and Miller, and the following voted against the same: none, whereupon said resolution was passed this 11th day of May 2015.

Adjournment

The Champlin City Council adjourned the regular meeting at 8:25 p.m.

ArMand Nelson, Mayor

Attest:

Roberta Colotti, CMC, City Clerk