

- Call to Order The Champlin City Council met in Worksession and was called to order by Mayor Nelson at 6:30 p.m.
- Roll Call Present were Mayor ArMand Nelson, Councilmembers Ryan Karasek, Eric Johnson and Bruce Miller.
- Excused Absent: Councilmember Kara Terry.
- Staff Present: City Administrator Bret Heitkamp, City Engineer Tim Hanson, Assistant City Engineer Todd Tuominen, City Clerk Roberta Colotti and City Attorney Scott Lepak.
- Approval of Agenda Motion by Councilmember Miller and seconded by Councilmember Johnson to approve the agenda for
(January 25, 2016) the January 25, 2016 Worksession as presented. Voting in favor were Mayor Nelson, Councilmembers
Motion Karasek, Johnson and Miller. Voting against: none. Motion carried.
- S. Diamond Lake The City Engineer stated that the development of plans and specifications is being completed as
Rd./Depue Dr./Mississippi identified in the feasibility report. Street grades have been established for the project and earth work
View Estates computations completed. The earth work balance appears to have a slight overage. This includes the
Improvement Project grading of the five proposed lots. Four lots are proposed to be walkout lots and one is identified as a
 lookout lot. The anticipated reclaimed aggregate material that is identified to be salvaged is slightly less
 than the amount of aggregate material required to reconstruct the streets.
- The City Engineer reported that easement needs have been identified and appraisals are in the process
 of being completed. Upon completion of the appraisals, offers will be made to the property owners in
 which easements are necessary. Concurrently, while discussions with the property owners are being
 completed, the Condemnation Proceedings will be initiated on all parcels. Acquisition through
 negotiation is the intent; however, initiating condemnation assures access to the property 90 days after
 the proceedings.
- The City Engineer presented the following Project Schedule (Easement acquisition is the critical task in
 the project timeline).
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| Appraisals Completed | February 1, 2016 |
| Offers Extended | February 15, 2016 |
| Approve Plans & Specification & Advertise | February 22, 2016 |
| Condemnation | March 15, 2016 |
| Open Bids | March 22, 2016 |
| Award Contract | March 28, 2016 |
| Construction Begins | April 18, 2016 |
| Access to all Easements | June 15, 2016 |
- The City Council accepted the report as presented noting that the next step is the February 22nd meeting
 date identified to approve the plans and specifications and advertise the project.
- Adjournment The Champlin City Council adjourned the Worksession at 6:50 p.m.

ArMand Nelson, Mayor

Attest:

Roberta Colotti, CMC, City Clerk