

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  
February 10, 2014  
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, Community Development Director John Cox, City Engineer Tim Hanson, Assistant City Engineer Todd Tuominen, City Planner Scott Schulte, City Attorney Darrell Jensen, Parks and Facilities Manager Charlie Lehn and City Clerk Roberta Colotti.
- Approval of Agenda  
(February 10, 2014)  
Motion                        The City Administrator requested to add Item #9, "Planning Commission Appointments" to the agenda.
- Motion by Councilmember Johnson and seconded by Councilmember Karasek to approve the agenda for the February 10, 2014 Regular Meeting as amended. 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 January 27, 2014 Worksession and January 27, 2014 Regular Meeting as presented. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek and Miller. Voting against: none. Motion carried.
- Approval of Bills  
(February 10, 2014)  
Motion                        Motion by Councilmember Miller and seconded by Councilmember Karasek to approve the bills as submitted for payment on February 10, 2014. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek and Miller. Voting against: none. Motion carried.
- Announcements             Mayor Nelson made the following announcements:
- City Hall closed – Monday, February 17<sup>th</sup> for the Presidents Day holiday.
  - Legislative Worksession – Wednesday, February 19<sup>th</sup> at 6:00 p.m. in the Council Chambers.
  - 5AA Quarterfinal Sectional Hockey Tournament – Saturday, February 22<sup>nd</sup> at 12:00 p.m., 2:30 p.m., and 5:00 p.m. at the Ice Forum.
  - Council Worksession – Monday, February 24<sup>th</sup> at 5:45 p.m. in the Council Conference Room.
  - City Council Meeting – Monday, February 24<sup>th</sup> at 7:00 p.m. in the Council Chambers.
  - Council Worksession tonight immediately following the City Council meeting to discuss the Northwest Area Development.
  - The City would like to ask residents with hydrants near their home to please dig a path to the hydrant so that the Fire Department can easily find the hydrant in cases of fire.
- Overview of Worksession  
Discussion                    Special Presentations  
The City Administrator provided an overview of the discussion that took place prior to tonight's Council meeting at the Council Worksession. He stated that a funding program for the street light system was included on both the 2013 and 2014 Work Plans, noting that the City has amended their street light policy in the past year. He stated that the Council provided direction from staff to continue to move forward on the funding program, including the public hearing process for the street light utility fee, as presented.
- Presentation of Hennepin   The Parks Facilities Manager presented a check from the Hennepin County Youth Sports Program in

County Grant for Phase II of the Andrews Park Improvement

the amount of \$220,000 towards the Andrews Park project. Mayor Nelson accepted the grant funds on behalf of the City and thanked Hennepin County for the funding assistance to be used towards Andrews Park.

Consent Agenda

Resolution No. 2014-16 Amending Bylaws for the City of Champlin, City Council  
Resolution 2014-16

Councilmember Johnson introduced the following resolution and moved its adoption:

A Resolution Amending Bylaws for the City of Champlin, City Council

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 10<sup>th</sup> day of February 2014.

Amend Personnel Policy Manual Regarding Legislative Protocol Guidelines  
Motion

Motion by Councilmember Johnson and seconded by Councilmember Miller to adopt proposed changes to the City Personnel Policies and Procedures manual as presented. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek and Miller. Voting against: none. Motion carried.

Waive First Reading and Adopt Ordinance No. 735 Amending Chapter 106, Article II, Section 106-28, Bonding Requirement Ordinance 735

Councilmember Johnson waived the first reading of an ordinance, conducted the second reading and moved its adoption:

An Ordinance Amending Chapter 106, Article II, Section 106-28, Bonding Requirement

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 10<sup>th</sup> day of February 2014.

Resolution No. 2014-17 Calling for a Public Hearing by the City Council on the Proposed Adoption of a Modification to the Development Program for Municipal Development District No. 1 and the Proposed Establishment of the Mississippi Crossings Tax Increment Financing District Therein and the Adoption of the Tax Increment Financing Plan Therefore  
Resolution 2014-17

Councilmember Johnson introduced the following resolution and moved its adoption:

A Resolution Calling for a Public Hearing by the City Council on the Proposed Adoption of a Modification to the Development Program for Municipal Development District No.1 and the Proposed Establishment of the Mississippi Crossings Tax Increment Financing District Therein and the Adoption of the Tax Increment Financing Plan Therefore

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 10<sup>th</sup> day of February 2014.

Open Forum

No comments made.

New Business

Resolution No. 2014-18 Approving a Conditional Use Permit to Construct a 1,557 Square Foot Attached Garage at 10974 West River Road; Parent Custom Homes (Project 2014-01)

The City Planner reported that Parent Custom Homes is requesting a conditional use permit, on behalf of the property owner, to construct a 1,557 square foot attached garage at 10974 West River Road. He advised that the property would support an accessory structure up to 1,600 square feet under a conditional use permit. He advised that Parent Custom Homes has raised the home that was previously on the lot in preparation for the home that is being constructed, which has already been approved by the City. He advised that the Planning Commission held a public hearing at their January meeting to discuss the request and the Commission recommended unanimous approval of the request subject to the four conditions recommended by staff.

Resolution 2014-18

Councilmember Johnson introduced the following resolution and moved its adoption:

A Resolution Approving a Conditional Use Permit to Construct a 1,557 Square Foot Attached Garage at 10974 West River Road; Parent Custom Homes (Project 2014-01)

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 10<sup>th</sup> day of February 2014.

Final Report on 2013 Work Plan Priorities

Administrative Presentations

The City Administrator noted that each year staff provides a final report on the Work Plan priorities and also outlines the goals for the next two-year period. He reviewed the strategic goals and highlights from 2013 in the areas of budget/financial management, economic development and redevelopment and, transportation and capital improvement projects. He also provided an update on the different ongoing transportation projects within the City and projects planned for neighboring cities that would have an impact on Champlin. He reviewed the strategic goals and 2013 highlights in regard to the provision of City services including housing, municipal solar energy management, code enforcement and the redevelopment of Reynolds Park ball field.

Councilmember Johnson requested that the City Administrator describe the solar energy funding for the public's information.

The City Administrator reported that the City participated in a grant through Xcel Energy and there was no community funding used. He described the cost savings that the City would receive on energy bills into the future.

Planning Commission Appointments

Mayor Nelson recommended that Mr. Brad Thiel (Ward 1) and Mr. Tim LaCroix (Ward 4) be appointed to the Planning Commission.

Motion

Motion by Mayor Nelson and seconded by Councilmember Karasek to approve the appointment of the following candidates to the Planning Commission:

- Brad Thiel (Ward 1) – Term ending 12-31-15
- Tim LaCroix (Ward 4) – Term ending 12-31-14

Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek and Miller. Voting against: none. Motion carried.

Adjournment

The Champlin City Council adjourned the regular meeting at 7:27 p.m.

Attest:

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ArMand Nelson, Mayor

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Roberta Colotti, CMC, City Clerk