

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  
March 10, 2025  
Municipal Center

Call to Order	The Champlin City Council met in Regular Session and was called to order by Mayor Ryan Sabas at 7:00 p.m.
Pledge of Allegiance	The Pledge of Allegiance was recited.
Roll Call	<p>Present: Mayor Ryan Sabas and Councilmembers Tom Moe (Ward 2), Nate Truesdell (Ward 3), and Tim LaCroix (Ward 4).</p> <p>Absent: Councilmember Jessica Tesdall (Ward 1).</p> <p>Also present were City Administrator Bret Heitkamp, Community Development Director Scott Schulte, and City Attorney Dave Schaps.</p>
Approval of Agenda (March 10, 2025) Motion	Motion by Councilmember Truesdell and seconded by Councilmember Moe to approve the agenda for the March 10, 2025, Regular Meeting as presented. Voting in favor were Mayor Sabas, Councilmembers Moe, Truesdell and LaCroix. Voting against: none. Motion carried.
Approval of Minutes Motion	Motion by Councilmember Moe and seconded by Councilmember LaCroix to approve the minutes of the February 24, 2025, Worksession and February 24, 2025, Regular Session Meeting as presented. Voting in favor were Mayor Sabas, Councilmembers Moe, Truesdell and LaCroix. Voting against: none. Motion carried.
Ratification of Payments (March 10, 2025) Motion	Motion by Councilmember LaCroix and seconded by Councilmember Truesdell to approve ratification of payments as submitted on March 10, 2025. Voting in favor were Mayor Sabas, Councilmembers Moe, Truesdell and LaCroix. Voting against: none. Motion carried.
Announcements	<p>Mayor Sabas made the following announcements:</p> <ul style="list-style-type: none"><li>• Council Worksession – Monday, March 24<sup>th</sup> at 6:00 p.m. in the Council Conference Room</li><li>• City Council Meeting – Monday, March 24<sup>th</sup> at 7:00 p.m. in the Council Chambers</li><li>• Host an event at Mississippi Crossings! Tour the Event Center this Wednesday, March 12<sup>th</sup> between 5 p.m. and 7 p.m. to experience the venue. Rooms can be reserved by the hour, or the entire facility can be reserved all day. Residents get 10% off.</li><li>• We seek to find vendors who want to be a part of the 2025 Farmers Market and 2025 Spring Craft Market. Interested in a booth at one or both events? Visit our website to learn more.</li><li>• We have several open seats on our advisory commissions and we're looking for passionate community members to join! Volunteering on a commission is an amazing way to make a positive impact. Visit our website to learn more about the Environmental Resources Commission, Planning Commission, and Parks and Recreation Commission.</li><li>• Avoid the hassle of towing and launching your boat by purchasing a watercraft slip at Mississippi Crossings. Four slips are open for the 2025 boating season. We will have a lottery drawing on April 7<sup>th</sup> at 1 p.m. to select winners. It's free to enter.</li></ul>
Presentation by Hennepin County Commissioner Kevin Anderson	<p><u>Special Presentations</u></p> <p>Hennepin County Commissioner Kevin Anderson introduced himself and provided an update regarding specific County projects that are impacting Champlin. He commented that things on the state and federal level will have more impacts closer to home.</p> <p>Councilmember Truesdell referenced the traffic signal upgrades for Winnetka in 2025 and asked for details.</p>

Commissioner Anderson replied that it is his understanding that the signal upgrades are being made for ADA improvements at the intersections over the next few years.

Councilmember LaCroix commented on the importance of a trail along West River Road to increase safety for pedestrians. He recognized the different stakeholders involved in the project and asked how this project could be moved along.

Commissioner Anderson commented that Three Rivers Park District has taken the lead, noting the upcoming engagement planned in the City of Dayton. He stated that he would be happy to join the conversation to ensure all voices are heard, noting that their contribution will come into play further into the project once the planning is completed.

Mayor Sabas echoed the comments about pedestrian safety along West River Road, noting the amount of kids who bike or walk to school. He recognized that there are many stakeholders involved, but this is a priority for Champlin. He wanted to ensure that the County would be a partner in the project if the City is able to secure funding from other sources. He recognized that this would be a large section of trail and it could be phased.

Commissioner Anderson agreed that he would continue to be a part of it.

Councilmember Moe asked if the tree grants are available for residents or cities.

Commissioner Anderson replied that the grants are available to cities, nonprofits, and schools. He stated that the program has been offered to housing developers as well to ensure there is a healthy tree canopy with affordable housing developments. He stated that there is a grant available for homeowners, who meet income limitations, to assist with infected ash tree removal.

Councilmember Moe suggested that the City market the County grant program for residents. He also encouraged the City to pursue funding through the program for the tree removal and replanting needed on public property.

Mayor Sabas recognized that Champlin and the surrounding communities were hit hard this last year with emerald ash borer (EAB). He recognized the high cost to some residents to remove the infected trees.

The Community Development Director provided an update on the Dayton Road reconstruction project, noting that they are excited about the project.

Commissioner Anderson commented that project is currently scheduled for 2027-2028. He stated that deep community engagement will be needed to ensure that it is done correctly.

#### Overview of Worksession Discussion

The City Administrator provided a brief overview of the discussion that occurred earlier in the evening at the Council Worksession regarding:

- It has been one year since the Council amended the ordinance to allow backyard chickens in residential areas and the Council reviewed those regulations. The Council considered whether to decrease the minimum lot size from 12,000 square feet to 10,000 square feet but decided to postpone that consideration for another year. The fee for chickens will be reduced from \$300 to \$200 and will be formalized in a future action of the Council.
- The Council discussed utility task vehicles (UTVs) and whether to allow them on City streets but there was ultimately not support from the Council for that action.

#### Consent Agenda

Councilmember Moe introduced the following resolution and moved its adoption:

A Resolution Approving Amendments to the 2024 Budget and Authorizing the Transfer of General Fund Reserves

Resolution Approving Amendments to the 2024 Budget and Authorize Transfer of General Fund Reserves  
Resolution 2025-16

The motion for the adoption of the resolution was duly seconded by Councilmember Truesdell, and upon vote being taken thereon, the following voted in favor thereof: Mayor Sabas, Councilmembers Moe, Truesdell and LaCroix, and the following voted against the same: none, whereupon said

resolution was passed this 10<sup>th</sup> day of March 2025.

Appointment of Full-Time  
Mechanic  
Motion

Motion by Councilmember Moe and seconded by Councilmember Truesdell to authorize the appointment of Brandon Barrett to the position of full-time Mechanic, subject to the successful completion of a background investigation, drug screen, physical, and license verification. Voting in favor were Mayor Sabas, Councilmembers Moe, Truesdell and LaCroix. Voting against: none. Motion carried.

Ice Cream Vendor License  
for Blaine/Anoka Ice  
Cream  
Motion

Motion by Councilmember Moe and seconded by Councilmember Truesdell to approve the Ice Cream Vendor License for Blaine/Anoka Ice Cream for the term April 1, 2025, to March 31, 2026. Voting in favor were Mayor Sabas, Councilmembers Moe, Truesdell and LaCroix. Voting against: none. Motion carried.

Resolution Approving  
Plans and Specifications  
and Order Advertisement  
for Bids for 2025 Trail  
Project, Improvement  
Project No. 22503  
Resolution 2025-17

Councilmember Moe introduced the following resolution and moved its adoption:

A Resolution Approving Plans and Specifications and Order Advertisement for Bids for 2025 Trail Project, Improvement Project No. 22503

The motion for the adoption of the resolution was duly seconded by Councilmember Truesdell, and upon vote being taken thereon, the following voted in favor thereof: Mayor Sabas, Councilmembers Moe, Truesdell and LaCroix, and the following voted against the same: none, whereupon said resolution was passed this 10<sup>th</sup> day of March 2025.

Open Forum  
No comments.

Adjournment

The Champlin City Council adjourned the regular meeting at 7:32 p.m.

  
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Ryan Sabas, Mayor

Attest:

  
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Julie Tembreull, Executive Assistant/City Clerk

Councilmember Moe introduced the following resolution and moved its adoption:

**RESOLUTION NO. 2025-16  
CITY OF CHAMPLIN  
COUNTY OF HENNEPIN  
STATE OF MINNESOTA**

**RESOLUTION APPROVING AMENDMENTS TO THE 2024 BUDGET AND  
AUTHORIZING THE TRANSFER OF GENERAL FUND RESERVES**

WHEREAS, the City Council has the authority to amend the adopted budget and authorize the transfer of reserves as appropriate,

NOW, THEREFORE, BE IT RESOLVED by the Champlin City Council that the 2024 adopted budget is amended as follows:

Section 1: General Fund

<b>Expenditures Budget</b>		<b>Proposed Budget Adjustment</b>
Non-departmental	Contingency	(50,000)
Administration	Legal services	50,000
Protective Inspections	Additional electrical inspection services	27,600
Protective Inspections	Personnel costs	10,000
		<b>\$37,600</b>

**Revenue Budget**

Protective Inspections	Electrical Permits	37,600
		<b>\$37,600</b>

Section 2: Carryforward Capital Improvement Project budgets as follows:

<b>CIP #</b>	<b>Fund</b>		<b>Proposed Budget Carryforward</b>
ANDREWS-41	PARK RESERVE	Splash pad controller	6,000
JO NUNN-03	PARK RESERVE	Jo Nunn suspended walkway	15,200
JRAC-04	PARK	Electrical box updates	9,500

MISS PT-27	RESERVE PARK RESERVE	Hard surface dock connections	15,700
MISS PT-29	PARK RESERVE	Public dock expansion	100,000
PK&REC-17	PARK RESERVE	Spray park shade shelter canopy	11,300
PK&REC-29	PARK RESERVE	Land acquisition	1,179,200
ICE-055	ICE FORUM	Access & security automation	35,000
ST&UTIL-110	STREET IMPR.	Pedestrian crossing improvements	25,000
WAT-164	WATER	Door replacement	14,000
WAT-131	WATER	Proof of flow switches	14,000
			<b>\$1,424,900</b>

Section 3: Additional budget carryforwards for non-capital expenditures:

General	Strategic plan update	17,000
		<b>\$17,000</b>

Section 4: Transfer of General Fund reserves:

<b>Fund</b>	<b>Purpose</b>	<b>Proposed Transfer</b>
Capital Equipment	Eliminate scheduled 2026 debt issuance for three large pieces of equipment in PW and the replacement of rooftop units on civic campus buildings.	1,500,000
		<b>\$1,500,000</b>

The motion for the adoption of the resolution was duly seconded by Councilmember Truesdell, and upon vote being taken thereon, the following voted in favor thereof: Mayor Sabas, Councilmembers Moe, Truesdell and LaCroix, and the following voted against the same: none, whereupon said resolution was passed this 10th day of March 2025.

*Ryan Sabas*

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Ryan Sabas, Mayor

ATTEST:

*Julie Tembreull*

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Julie Tembreull, Exec. Asst./City Clerk

Councilmember Moe introduced the following resolution and moved its adoption:

**RESOLUTION NO. 2025-17  
CITY OF CHAMPLIN  
COUNTY OF HENNEPIN  
STATE OF MINNESOTA**

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDER  
ADVERTISEMENT FOR BIDS FOR 2025 TRAIL PROJECT, IMPROVEMENT  
PROJECT NO. 22503**

WHEREAS, plans and specifications have been submitted for the 2025 Trail Project, Improvement Project No. 22503 and

WHEREAS, the project area consists of trail segments in the following areas:

Main Trail:

Kentucky Ave N to Douglas Dr N

Connector Trails:

Idaho Ave N

Georgia Ave N

Florida Ave N

119th Pl N

Edgewood LN

WHEREAS, the Trail Project will include a complete reconstruction of the existing trail sections and realignment between the trail connectors on 119th Pl N and Idaho Ave N.

NOW, THEREFORE, BE IT RESOLVED by the Champlin City Council that:

1. The plans and specifications for the above-mentioned area are hereby approved.
2. The City Clerk shall prepare and cause to be placed on the City website and in Quest Construction Bulletin, an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall specify the work to be done and shall state the bids will be received by the Clerk until 10:00 a.m on April 3, 2025, at which time they will be opened electronically. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. No bids will be considered unless sealed and filed as set forth in the instructions to bidders in compliance with requirements of electronic bidding and accompanied by a cash deposit, cashier's check, bid bond, or

certified check payable to the Clerk for 5% (five percent) of the amount of such bid.

The motion for the adoption of the resolution was duly seconded by Councilmember Truesdell, and upon vote being taken thereon, the following voted in favor thereof: Mayor Sabas, Councilmembers Moe, Truesdell and LaCroix, and the following voted against the same: none, whereupon said resolution was passed this 10th day of March 2025.

*Ryan Sabas*

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Ryan Sabas, Mayor

ATTEST:

*Julie Tembreull*

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Julie Tembreull, Exec. Asst./City Clerk