



MUTUAL EXPECTATIONS AGREEMENT

Between the Champlin Environmental Resources Commission and City Staff

Adopted: 10-6-14

Updated: 4-7-25

Environmental Resources Commission Expectations of City Staff:

1. Staff will provide the Environmental Resources Commission (ERC) with the most accurate information available to allow the ERC to make an informed decision, and not necessarily the information exclusive to supporting the staff recommendation.
2. Staff will update the ERC on current or upcoming issues.
3. Staff will support and uphold these principles that were established to guide the interaction between ERC and staff in their role as public policy makers.
4. Staff will proactively seek opportunities to research issues designed to protect the best interests of the City and explore joint partnership opportunities with other agencies to preserve the long-term financial interests of our residents.

Staff's Expectations of the Environmental Resources Commissioners:

1. If the ERC has questions, concerns, or a need for additional information regarding a staff report or recommendation, they will make every attempt to contact staff prior to the ERC meeting to address the question or concern.
2. Once the City Council takes action on an item, the ERC will respect the decision as a policy making body in the future, regardless of the recommendation forwarded by the ERC.
3. The ERC will support and uphold the Pledge to Residents that were established to guide the interaction between City Council, the ERC, and staff in our role as public policymakers.

4. The ERC will provide feedback (both positive and negative) to City staff regarding their ongoing job performance and address concerns in a timely manner.
5. The ERC will make a commitment to have read the packet information and come to work sessions and meetings prepared to make an informed decision.
6. ERC members will not use their position on the Commission to publicly express their personal opinions regarding items not included on the ERC agenda, or issues not pertaining to the ERC directive.