

City of Rockford, Minnesota Council Workshop Minutes  
5:00 p.m., Tuesday, August 8th, 2017

The meeting was called to Order by Mayor Renee Hafften at 5:00 p.m. Council members Debbie Buoy, Rick Martinson and Ted Hill were present. Also in attendance were City Administrator, Special Counsel, Dan Madsen; Finance Clerk, Jennifer Swendsen; and, Trevor Brummer, Public Works Director. Scott Seymour, Dale Willenbring, Marty Campion, and Paul Tabone were also in attendance.

Jennifer Swendsen presented a detailed review of the City of Rockford 2<sup>nd</sup> Quarter financial statements and budget projections. Members of the Council and staff discussed the half-year performance of the various funds in the City's budget and asked questions regarding projections for the remainder of 2017 and in preparation of the 2018 Rockford City Budget.

Paul Tabone of Lennar provided updates and discussed the proposed Parkwood Third Development. Members of the Council asked questions regarding the type and style of homes to be built and discussed the proposed Development Agreement and Final Plat.

Dale Willenbring and Marty Campion representing Laketown Homes also provided updates and discussed their proposed Hurst Woods Fourth Development. Members of the Council asked questions regarding the type and style of homes to be built and discussed the proposed Development Agreement and Final Plat.

No action was taken, as this matter was set on for discussion purposes only.

City of Rockford, Minnesota Council Meeting Minutes  
6:00 p.m., Tuesday, August 8th, 2017

The meeting was called to Order by Mayor Renee Hafften at 6:00 p.m. Council members Debbie Buoy, Rick Martinson and Ted Hill were present.

City Administrator / Special Counsel, Dan Madsen; Alissa Rooker, Crow River News; Trevor Brummer, Public Works Director; Jared Ward, City Engineer; Scott Seymour, Dale Willenbring, Marty Campion, and Paul Tabone were also in attendance.

A **MOTION** was made by Martinson, and seconded by Buoy, to approve the Consent Agenda Items 3A through 3E, and set the agenda for the Council Meeting as listed:

3A. Approve Minutes from the July 25<sup>th</sup>, 2017 Council Workshop and Regular Council Meeting

3B. Approve Minutes from the August 1<sup>st</sup>, 2017 Special Council Meeting

3C. Approve Payment of Claims, Check Number 27610 through Check Number 27654 totaling \$80,771.07

3D. Approve July 2017 Permits

3E. Approve RESOLUTION #17-27/Schedule Truth in Taxation Hearing

Motion Carried: voting in favor; Hafften, Hill, Martinson and Buoy.

**New Business: RESOLUTION #17-28/ Appoint Council Member**

Madsen highlighted the process followed and timing parameters of interviewing and recommending for appointment Scott Seymour to the City Council. **MOTION** was made by Hill, and seconded by Martinson, to approve the Resolution #17-28 and appoint Scott Seymour to the Rockford City Council.

Motion Carried: voting in favor; Hafften, Hill, Martinson and Buoy.

Seymour then read the Oath of Office and was sworn in as a sitting member of the Rockford City Council.

**New Business: Parkwood 3<sup>rd</sup> Final Plat and Development Agreement**

Madsen explained that Lennar had proposed a Final Plat for Parkwood 3<sup>rd</sup> Addition, and staff had drafted a Development Agreement for the Council's review. Paul Tabone of Lennar was present and answered questions as provided by the Council. Madsen walked through various provisions of the Development Agreement and noted minor changes that had been made to the Agreement based upon feedback by Lennar.

After discussion and review, **MOTION** was made by Martinson, and seconded by Buoy, to approve the Final Plat and Development Agreement contingent upon satisfaction of comments by the City Planner, City Engineer and Staff.

Motion Carried: voting in favor; Hafften, Hill, Martinson, Seymour and Buoy.

**New Business: Hurst Wood 4<sup>th</sup> Addition**

Madsen explained that Laketown Homes had proposed a Final Plat for Hurst Woods 4<sup>th</sup> Addition, and staff had drafted a Development Agreement for the Council's review. Dale Willenbring and Marty Campion were present and answered questions as

provided by the Council. Madsen explained that there had been no updates or changes to the proposed Agreement and Plat since first reviewed by the Council.

After discussion and review, **MOTION** was made by Hill, and seconded by Seymour, to approve the Final Plat and Development Agreement contingent upon satisfaction of comments by the City Planner, City Engineer and Staff. Motion Carried: voting in favor; Hafften, Hill, Martinson, Seymour and Buoy.

### **New Business: Disposition of 8905 State Highway 55**

Madsen provided updates on the vacant rental property at 8905 State Highway 55 and discussed what measures, if any, should be taken between now and when Sand Development learns the fate of their funding application for the workforce housing project that also affects this property. After discussion and review, it was noted that the property should likely remain vacant until November when Sand Development learns of the potential for their project.

No formal action was taken, as this matter was set on for discussion purposes only.

Members of Staff and the Council then discussed various items of city interest including Rocktoberfest II, MPCA proposed phosphorous limits, and River Days along with other updates involving the city.

A **MOTION** was then made by Hill to adjourn the meeting. This motion was seconded by Buoy.

Motion Carried: voting in favor; Hafften, Hill, Martinson, Seymour and Buoy and the meeting was adjourned at approximately 6:54 p.m.

Typed this 10<sup>th</sup> day of August, 2017.

Dan Madsen  
City Administrator, Special Counsel  
City of Rockford Minnesota

All meetings of the Rockford City Council are video recorded and available for viewing on-line at [www.cityofrockford.org](http://www.cityofrockford.org). Meeting minutes are intended to be a general synopsis of the meetings of the City Council, and more detail regarding discussions and policy considerations is provided by watching the recording of the meeting.

Approved:

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Renee Hafften  
Mayor

Attest:

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Dan Madsen  
City Administrator, Special Counsel