

**City of Rockford, Minnesota Workshop Meeting Minutes
5:00 p.m., Tuesday, April 13th, 2021**

The City Council Workshop was called to Order by Mayor Renee Hafften at approximately 5 p.m. Council members Scott Seymour, Denise Willenbring, Debbie Buoy and Rick Martinson.

City Administrator / Attorney, Dan Madsen; Deputy Ryan of the Wright County Sheriff's Department, Public Works Employee, Trevor Ratke; and City Engineer, Steve Hegland, were also in attendance.

Members of the Council and Staff discussed the proposed Parkwood 5th Addition Development Agreement and Plan submitted by Lennar, reviewed general Market Valuations for properties in Rockford in advance of the Board of Equalization and Appeals hearing, and reviewed other general matters and happenings around the city.

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

**City of Rockford, Minnesota Council Meeting Minutes
6:00 p.m., Tuesday, April 13th, 2021**

The City Council Workshop was called to Order by Mayor Renee Hafften at approximately 6 p.m. Council members Scott Seymour, Denise Willenbring, Debbie Buoy and Rick Martinson.

City Administrator / Attorney, Dan Madsen; Public Works Employee, Trevor Ratke; Deputy Ryan of the Wright County Sheriff's Department; Terry Morrow, Jamiee Jensen and Tammy Anderson of the Wright County Assessor's Office; and Joseph Estlie and Kimberly Jensen of the Hennepin County Assessor's Office were also in attendance. .

Mayor Renee Hafften called the Public Hearing to Order at approximately 6:02 p.m. for the Local Board of Equalization and Appeal.

Hennepin County Auditors Jensen and Estlie presented information on their book of sales and reviewed comparable sale information for properties located on the Hennepin County side of Rockford. Percentages of sales with market values and general procedural targets were also reviewed and discussed with the City Council. Upon conclusion, Mayor Hafften asked those in attendance if anyone from Hennepin County had any questions, comments, statements or concerns they would like to share with the Board. Hearing none, Wright County Assessors Morrow, Jensen and Anderson began their presentation.

Wright County Auditors Morrow, Jensen and Anderson presented information on their book of sales and reviewed comparable sale information for properties located on the Wright County side of Rockford. Percentages of sales with market values and general procedural targets were also reviewed and discussed with the City Council. Upon conclusion, Mayor Hafften asked those in attendance if anyone from Wright County had any questions, comments, statements or concerns they would like to share with the Board. Hearing none, members of the Council and Staff

reviewed and discussed the overall growth in Rockford and discussed the valuation process with the Auditors.

Mayor Hafften then called for public comment from anyone in attendance. Hearing none, Mayor Hafften seconded the call for public comment. Again hearing none, a Motion was made by Martinson, and seconded by Buoy, close the Public Hearing at approximately 6:16 p.m.

Motion Carried: Voting in favor; Hafften, Buoy, Willenbring, Martinson, and Seymour.

A motion was made by Seymour, and seconded by Willenbring, to approve the Consent Agenda Items 3A through 3E as listed and set the Agenda for the Council Meeting:

- 3A. Approve Minutes from the March 23, 2021 Workshop and Regular Council Meeting
- 3B. Approve Payment of Claims, Check Number: 32377 through 32467; and Check Number 1373E through 1381E, totaling \$120,081.62
- 3C. Approve March Building Permits
- 3D. Approve 2021 Farmer's Market Permit Application
- 3E. Approve Resolution 21-08 LG 220 Gambling Permit, RFD Relief

Motion Carried: Voting in favor; Hafften, Buoy, Willenbring, Martinson, and Seymour.

New Business: Parkwood Fifth Addition Purchase Agreement

Administrator / Attorney Madsen reviewed the Draft Parkwood Fifth Development Agreement, highlighting the history of Agreements, Amendments and Addendums to the original Master Development Agreement; along with the proposed development and municipal improvements. The plan, as proposed, would provide for thirty single-family homes and municipal improvements including a connecting road extending and looping the existing Greenwood Lane back into Linnea Drive, Water and Wastewater Mains and walkways, along with other improvements. Members of the Staff and Council discussed the plan and current growth of the City, and also reviewed how the current plan may impact existing homes noting that the Preliminary Plat had been approved and on file since roughly 2006. After additional discussion and review, Motion was made by Martinson, and seconded by Willenbring, to approve the Development Agreement and allowing for administrative, non-material changes.

Motion Carried: Voting in favor; Hafften, Buoy, Willenbring, Martinson, and Seymour.

New Business: Volunteer of the Year

Administrator / Attorney Madsen explained that Staff were recommending extending the Volunteer of the Year application deadline until May 5th, 2021. This would allow for additional time for people to file their nominations. No formal action was taken, as this matter was set on for informational purposes only.

New Business: Safe Routes to Schools Update

Councilman Willenbring provided an update and overview of the kick-off meeting to the Safe Routes to Schools project. Members of the School, Hennepin County, Wright County and City Staff met to discuss the recommendations of the last Safe Routes to Schools report and discuss ways to move some of the projects identified therein forward. No formal action was taken, as this matter was set on for informational purposes only.

Motion Carried: Voting in favor; Hafften, Buoy, Willenbring, Martinson, and Seymour.

Members of the Staff and Council then presented general updates including a Park Commission Update, Memorial Day event announcements, City Clean-up Day being held May 1, the Compost Site opening April 15, and Hydrant Flushing taking place May 4th.

Motion was then made by Seymour, and seconded by Willenbring, to adjourn the meeting.

Motion Carried: Motion Carried: Voting in favor; Hafften, Buoy, Willenbring, Seymour and Martinson and the meeting was adjourned at approximately 7:14 p.m.

Typed this 15th day of April, 2021.

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. 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:

Renee Hafften
Mayor

Attest:

Dan Madsen
City Administrator, Special Counsel