

City of Rockford, Minnesota Council Workshop Minutes
5:00 p.m., Tuesday, July 26th, 2016

The workshop was called to Order by Mayor Renee Hafften at approximately 5:00 p.m. Council members Debbie Buoy, Ted Hill, Jeannette Graner and Rick Martinson were also present.

City Administrator / Special Counsel, Dan Madsen; Finance Clerk, Jennifer Swendsen; City Engineer Jared Ward, Wenck and Associates; Public Works Director, Trevor Brummer; Deputy Clerk, Audra Etzel, Sherry and Jason Tollette of Tavern on the Crow; and Brian Reiner of Allen Max Companies were also in attendance.

The representatives of Tavern on the Crow and Allen Max Commercial made a presentation of their proposed restaurant and event center. Members of the City Council welcomed them to our community and both groups discussed the Rockford Area and need for the restaurant and event center.

No formal action was taken, as this meeting was set for meet-and-greet purposes.

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

City Administrator / Special Counsel, Dan Madsen; Finance Clerk, Jennifer Swendsen; City Engineer Jared Ward, Wenck and Associates; Public Works Director, Trevor Brummer; and Jan Kittok were also in attendance.

Open Forum

Jan Kittok, candidate for Minnesota Senate, addressed the Council and explained her platform and experience that would support her successful service in the Minnesota Senate. No action was taken, as this was an Open Forum appearance.

Approve Consent Agenda/Set Agenda

MOTION was made by Buoy, and seconded by Hill, to set the Council Meeting Agenda and approve all items on the Consent Agenda, 3.A. to 3.E as listed:

3A: Minutes from the July 12th, 2016 Regular Council Meeting

3B: Payment of Claims from Check #026236 through #026271 totaling \$295,318.02

3C: RESOLUTION #16-33/ Approve Gambling License Request – Rockford Area
Historical Society

3D: RESOLUTION #16-34/3.2 Off-Sale Liquor License – Tower Street

3E: Approve Riverside Park Building Rental National Night Out/RAHS Marching Band

MOTION CARRIED-VOTING IN FAVOR: Hafften, Buoy, Graner, Hill and Martinson.

New Business: Second Quarter Financial Report

Jennifer Swendsen, Finance Clerk, presented the City Second Quarter Financial Reports, discussing all department budget and fund performances year to date. After discussion and review, Motion was made by Martinson, and seconded by Graner, to approve the reports.

MOTION CARRIED-VOTING IN FAVOR: Hafften, Buoy, Graner, Hill and Martinson.

New Business: Downtown Project Update

Staff provided updates on the Main Street project, including final estimated costs and the announcement that the project had come to completion absent a few small touch-up projects. It was explained that the project was completed approximately one week ahead of schedule, and is projected to come in between \$30,000 and \$40,000 under budget.

Members of the Council asked questions related to the specific parts of the project, and discussion and review of the project was held. No action was taken, as this matter was set on only for discussion and informational purposes.

New Business: Rocktoberfest

Administrator / Counsel Madsen explained that the City of Rockford would be celebrating its 135th anniversary this year, which provided an opportunity for a long talked about Oktoberfest to be named Rocktoberfest. It was discussed that the City would spend approximately \$10,000 on music, stages, and a tent to support the joint efforts of the Chamber of Commerce and Rockford Area Historical Society in hosting a public event. The current plan was to hold the event October 8th, from 5 p.m. until 10 or 11 p.m. No action was taken, as this matter was set on only for discussion and informational purposes.

Members of the City Council thanked staff for their hard and diligent work on the Downtown project, stating what a huge benefit the project is to the community. Members of the Council also thanked Jennifer Swendsen for her financial report, stating that it is of great benefit and use to the Council.

MOTION was then made by Hill, and seconded by Graner, to adjourn the Council Meeting at approximately 7:19 p.m.

MOTION CARRIED-VOTING IN FAVOR: Hafften, Buoy, Graner, Hill and Martinson.

Typed this 27th day of July, 2016.

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, or by contacting City Hall at 6031 Main Street, Rockford, Minnesota 55373. 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