



CITY COUNCIL MEETING
February 20, 2018
4100 Lakeview Avenue North
Robbinsdale, Minnesota
7:00 p.m.

A G E N D A

CITIZEN PARTICIPATION

The City Council is meeting as a legislative body to conduct the business of the City according to the

RULES OF PROCEDURE AND DECORUM OF THE CITY COUNCIL. Unless so ordered by the Mayor, citizen participation is limited to the following times and always within the prescribed rules of conduct for public input at meetings.

- A) **PUBLIC HEARINGS:** Public hearings are conducted so that the public affected by a proposal may have input into the decision. During hearings, all affected residents will be given an opportunity to speak pursuant to the **RULES OF PROCEDURE AND DECORUM OF THE CITY COUNCIL.**
- B) **OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE CITY COUNCIL ON MATTERS NOT ON THE AGENDA**

Any member of the public may speak at this time on any item NOT on the agenda. In consideration for the public attending the meeting for specific items on the agenda, this portion of the meeting will be limited to fifteen (15) minutes. Individuals are requested to limit their comments to four (4) minutes or less. If the majority of the Council determines that additional time on a specific issue is warranted, then discussion on that issue shall be continued under Other Business at the end of the agenda. Before addressing the City Council, members of the public are asked to step up to the microphone, give their name, address and state the subject to be discussed. All remarks shall be addressed to the Council as a whole and not to any member thereof. No person other than members of the Council and the person having the floor shall be permitted to enter into any discussion without permission of the presiding officer.

Your participation, as prescribed by the Council's RULES, is welcomed and your cooperation is greatly appreciated.

- 1. CITY COUNCIL MEETING CALLED TO ORDER
- 2. ROLL CALL: Backen, Blonigan, Rogan, Selman, Mayor Murphy
- 3. **MICROPHONE CHECK:** Blonigan, Rogan, Selman, Backen, Mayor Murphy
- 4. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE CITY COUNCIL ON MATTERS NOT ON THE AGENDA
- 5. APPROVAL OF THE FEBRUARY 20th, 2018 MEETING AGENDA

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6. CONSENT AGENDA: Pursuant to Council rules, one motion, non-debatable, will approve the recommendation noted. Any member of the Council may ask for an item to be taken from the Consent Agenda for discussion and separate action. Such items removed from the Consent Agenda shall be considered immediately following approval of the balance of the Consent Agenda:
- | | | |
|----|--|-------------------|
| A. | Motion to approve and order placed on file minutes of the City Council meeting on 02/07/18 and Work Session minutes of 02/07/18 and 02/10/18. | 1-7 |
| B. | Motion to acknowledge the receipt and placing on file minutes of the following Commissions and Boards: <ul style="list-style-type: none">• January 8, 2018 Senior Commission Meeting | 8 |
| C. | Motion to approve issuance of licenses from list dated 02/20/18 | 9-10 |
| D. | Motion to authorize the Mayor and City Manager to execute a two-year contract renewal from January 1, 2018 through December 31, 2019 with the Golden Valley Police Department for animal impound services. | 11 |
| E. | Approve the Northwest Metro Drug Task Force Joint Powers Agreement. | 12 |
| F. | Motion to approve the street spanning banner proposed by The Birdtown LLC which may be installed May 14-21, 2018. | 13-14 |
| G. | Motion to authorize the Mayor and City Manager to execute the private hydrant maintenance agreements with Regent Place Homeowners Association for their townhome area and North Memorial for the North Memorial Health Specialty Care Center. | 15 |
| H. | Motion to authorize use of the City logo by the Robbinsdale Fire Relief Association on their open house t-shirt. | 16-17 |
| I. | Motion to approve the January 2018 payment for City credit card charges. | 18-22 |
| J. | Motion to approve the January 1, 2018 to December 31, 2019 contract with Law Enforcement Labor Services Local #8 by adoption Resolution No. XXXX,"A RESOLUTION APPROVING THE LABOR AGREEMENT LOCAL ISSUES BETWEEN THE CITY OF ROBBINSDALE AND LAW ENFORCEMENT LABOR SERVICES, SERGEANTS LOCAL #8." | 23-24
(RES 24) |

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- K. Motion to approve the January 1, 2018 to December 31, 2019 contract with Law Enforcement Labor Services Local #179 by adoption Resolution No. XXXX, "A RESOLUTION APPROVING THE LABOR AGREEMENT LOCAL ISSUES BETWEEN THE CITY OF ROBBINSDALE AND LAW ENFORCEMENT LABOR SERVICES, POLICE PATROL LOCAL #179." 25-26 (RES 26)
- L. Accept Quote for Replacement of Public Works Vehicle – City Project 8074 27-28
- Motion to authorize the City Manager and Finance Director to issue a Purchase Order to Midway Ford Commercial of Roseville, Minnesota for the purchase of a 2018 Ford F-350 4x4 Super Cab and Chassis for a net amount of \$ 20,166.00 + tax and license; and
 - Authorize the City Manager and Finance Director be authorized to issue a Purchase Order to Aspen Equipment of Bloomington, Minnesota for body and equipment for an amount of \$16,830.00.
- M. Accept Quote for Replacement of Pick Up Trucks – City Project 8082 29--30
- Motion to authorize the City Manager and Finance Director to issue the following purchase orders:
 - o Purchase Order to Mike Motors of Ely, Minnesota for the purchase of a 2018 Dodge RAM 1500 4x4 Crew Cab Pick Up Truck with a 5'7" box for an amount of \$ 30,557.00 + tax and license.
 - o Purchase Order to Ranger Chevrolet of Hibbing, Minnesota for the purchase of a 2018 GMC Sierra 2500HD Double Cab 4WD Pick Up Truck with a 6'6" box for an amount of \$ \$29,507.46 + tax and license.
 - o Purchase Order to Aspen Equipment of Bloomington, Minnesota for Western Snow Plows for the abovementioned vehicles for a total amount of \$11,170.00.
- N. Accept Quote for Replacement of Vehicle Lift – City Project 19418 31
- Motion to authorize the City Manager and Finance Director to issue a Purchase Order to Lubetech for the purchase of a Rotary MCH FLEX 414, 4-column portable lift with 56,000 LB capacity with capacity with truck framing kit and cart, and removal of the existing in-ground lift for an amount of \$37,159.05.

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- O. Accept Quote for GPS Unit 32-33
- Motion to authorize the City Manager and Finance Director to issue a Purchase Order to Frontier Precision Inc of Maple Grove, MN for the purchase of a new Trimble R10 GPS and associated equipment in accordance with quote number 20526 for the amount of \$ 29,942.60.
- P. Accept Quote for Replacement of Mower – City Project 8030 34
- Motion to authorize the City Manager and Finance Director to issue a Purchase Order to MTI Distributing of Brooklyn Center, Minnesota for the purchase of a Toro Groundmaster 4000-D for the amount of \$ 61,949.26.
- Q. Conditional Use Permit Request – 2nd Accessory Structure at 3420 43rd Ave N 35-45
- Motion to waive the reading and concur with the Planning Commission by adopting the resolution shown in Exhibit 3 “A RESOLUTION APPROVING CONDITIONAL USE PERMIT C18-1 FOR A SECOND ACCESSORY STRUCTURE EXCEEDING 240 SQUARE FEET FOR 3420 43RD AVENUE NORTH.” (RES 45)
- R. Letter of support For PRISM 46-47
- Motion to support Mayor Murphy sending a letter of support for PRISM's funding request to Hennepin County for CDBG funding.
7. PRESENTATION
- A. Presentation by Waste Management 48
8. PUBLIC HEARING
- A. There are no Public Hearings scheduled.
9. OLD BUSINESS
- A. There are no Old Business items scheduled.

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10. NEW BUSINESS

- A. Award Bid for 2018 Bituminous Mill and Paving Project – City Project 39818 49-54
- Motion to waive the reading and order the adoption of the attached resolution awarding a contract for the 2018 Bituminous Mill and Paving Project – City Project 39818, to GMH Asphalt Corporation of Chaska, MN. (RES 53)
- B. Consideration of Variance Request V18-1Related to Height Limitation for Detached Garage at 4375 Ewing Ave N. 55-86
- Motion to waive the reading and concur with the Planning Commission by adopting Resolution No. XXXX “ A RESOLUTION APPROVING VARIANCE REQUEST V18-1 TO ACCESSORY STRUCTURE HEIGHT STANDARDS FOR 4375 EWING AVENUE NORTH.” (RES 85)
- C. First Reading: Bookkeeping Ordinance Related to Adopting The Fee Schedule By Ordinance 87-92
- Motion hold the first reading of Ordinance 18-XX “AN ORDINANCE AMENDING VARIOUS SECTIONS OF CITY CODE REMOVING REFERENCES TO FEES BEING SET BY RESOLUTION.” (ORD 88)

11. OTHER BUSINESS

- A. Voucher Request Pending Approval for Disbursement 93
- Motion to approve disbursement requests for period ending 02/20/18.
- B. Schedule Three Upcoming Work Sessions 94
- By motion, schedule three work sessions:
- 6:30 p.m. on March 6th to provide background on station area zoning and community connection concepts.
 - 6:30 p.m. on April 3rd for a meeting with the County Assessor regarding 2018 Assessment.
 - Immediately following April 17th Council meeting – joint work session with the Planning Commission on Downtown Zoning Recommendations.

12. ADMINISTRATIVE REPORTS

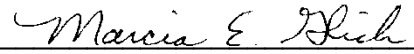
13. COUNCIL GENERAL COMMUNICATIONS

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14. ADJOURNMENT



Marcia Glick, City Manager

ITEMS PENDING OR UNDER STUDY FOR COUNCIL CONSIDERATION

ITEM	DEPARTMENT RESPONSIBILITY	ANTICIPATED AGENDA DATE
First Reading – Council Salary Update	Admin	3/6/18
First Reading – West Broadway Zoning Text Amendment	Community Development	3/6/18
Public Hearing – 2018 Street project and assessment	Public Works	3/6/18

**City of Robbinsdale
CITY COUNCIL MINUTES
February 7, 2018
Meeting No. 3**

CALL TO ORDER

1. Mayor Murphy called the meeting to order at 7:00 p.m.

ROLL CALL

2. Present: Rogan, Selman, Backen, Mayor Murphy
Absent: Blonigan
Staff: Marcia Glick, City Manager; Rick Pearson, Community Development Coordinator; Richard McCoy, City Engineer

OPPORTUNITY FOR THE PUBLIC

3. Mayor Murphy opened the floor to anyone wishing to speak on any items not on the agenda. No one chose to speak.

APPROVAL OF AGENDA

4. Member Selman **MOVED**, seconded by Member Backen to approve the agenda with the additions as noted above. **Ayes: Selman, Backen, Rogan, Mayor Murphy. Nays: None. Blonigan absent. The motion carried.**

CONSENT AGENDA

5. Member Rogan **MOVED**, seconded by Member Backen to approve the balance of the Consent Agenda. **Ayes: Selman, Backen, Rogan, Mayor Murphy. Nays: None. Blonigan absent. The motion carried.**
6. Items approved are as follows:
- A. Motion to approve and order placed on file minutes of the City Council meeting on 01/16/18 and Work Session minutes of 01/16/18.
 - B. Motion to acknowledge the receipt and placing on file minutes of the following Commissions and Boards:
 - December 7, 2017 Human Rights Commission meeting minutes;
 - November 28, 2017 Parks Recreation and Forestry Commission meeting minutes;
 - December 21, 2017 Planning Commission meeting minutes.
 - C. Motion to approve appointment of Stephan Papiz as Robbinsdale Assistant Weed Inspector for 2018.
 - D. Motion to approve issuance of licenses from list dated 02/07/18

- E. Motion to hold the second reading of Ordinance No. 18-01 "AN ORDINANCE UPDATING SECTION 1000 AND APPENDIX B OF CITY CODE."
- F. Motion to approve Resolution No. 7626,"A RESOLUTION ACCEPTING CONTAMINATION CLEANUP GRANT AWARD FROM THE MINNESOTA DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT FOR TERRACE MALL PHASE II PROJECT."
- G. Motion to authorize the Mayor and City Manager to execute the Master Construction Agreement for Metro Blue Line Extension Light Rail Project subject to approval of the City Attorney.
- H. Motion to approve submission of the Pay Equity Report to the State
- I. Motion to appoint Shelonda Marie-Alves to the Human Rights Commission for a term to commence February 7, 2018.
- J. Motion to waive the reading and order the adoption of Resolution No. 7627," A RESOLUTION RECOMMENDING TO THE CHIEF JUDGE OF THE HENNEPIN COUNTY DISTRICT COURT APPOINTMENT OF QUALIFIED VOTERS OF THE CITY OF ROBBINSDALE TO THE ROBBINSDALE CHARTER COMMISSION."
- K. Motion to approve the requested signs including Hy-Vee wall signs larger than 100 sq. ft. based on the finding that the scale of the building, the site and the significant setbacks from exterior boundary lines cause the signs as proposed to be proportionately appropriate.
- L. Motion to approve the even application from the Multiple Sclerosis Society to use an area within Hollingsworth Park.
- M. Motion to acknowledge the Robbinsdale Wine & Spirits financial reports for the month of December 2017.
- N. Motion to acknowledge the Deputy Registrar's financial reports for the month of December 2017.

PRESENTATION A: 2040 Comprehensive Plan Overview

7. Rick Pearson presented an overview of the 2040 Comprehensive Plan for Robbinsdale noting that the Planning Commission will be holding a public hearing on the plan on February 15th. A draft of the comprehensive plan is available on the city's website as well as a hard copy at the City Hall information desk.
8. Member Rogan asked about the attendance of the comprehensive plan open houses with the planning commission.
9. Pearson stated that the first open house had 16 people in attendance, 10 at the second and none at the third.
10. Mayor Murphy asked about comments from the open houses and what they were focused on.
11. Pearson stated that many of the comments from the open house were focused on construction and development projects and historical preservation.
12. Member Backen inquired more about the additional affordable housing requirement of 76 additional units by 2040 and how the metropolitan council calculates that figure.

NEW BUSINESS A: 2018 Street Improvement Program Feasibility Report

13. McCoy reviewed the staff report and feasibility report noting the need for the project and plan for project funding. A public hearing is anticipated to take place March 6th for street improvement and assessment hearings.
14. Member Selman inquired about past use of porous asphalt in the past and wondered about that technology.
15. McCoy said those test sections are still in place. The University of Minnesota is continuing to use those sections for testing. One of the test sections in the south part of the City is starting to show some wear.
16. Member Rogan asked about the timeline for construction on this project and how it may affect Robbinsdale Middle School.
17. McCoy stated that the portion of construction work adjacent to Robbinsdale Middle School would wait until school is out. Portions of work not adjacent to the school will start possibly as soon as load limits come off of roads. The section adjacent to the school is less complicated and should move quickly.
18. Mayor Murphy asked about the schedule for completing Noble Avenue this year.

19. McCoy noted that the contractor is waiting for the weather to cooperate. Once the city is aware of when the contractor is planning to start finishing up the work, the city will alert residents.

20. Member Selman **MOVED**, seconded by Member Backen to adopt Resolution No. 7628, "A RESOLUTION ACCEPTING THE CITY ENGINEER'S FEASIBILITY REPORT ON THE 2018 STREET IMPROVEMENT PROGRAM AND SCHEDULING PUBLIC HEARINGS ON THE SAME." **Ayes: Selman, Backen, Rogan, Mayor Murphy. Nays: None. Blonigan absent. The motion carries.**

NEW BUSINESS B: North Memorial Request for Mobile Food Units in Excess of 10 days/year

21. Glick reviewed the staff report. If a business wants to have a food truck more than 10 days a year, they are required to receive Council approval.

22. Council inquired whether a location closer to County Road 81 may draw customers off of 81 which would violate the spirit of the ordinance.

23. Member Rogan **MOVED**, seconded Member Selman to approve request with option to select either location with the condition to bring back to location closest to the front door if used in way contrary to being an accessory structure. **Ayes: Selman, Backen, Rogan, Mayor Murphy. Nays: None. Blonigan absent. The motion carries.**

OTHER BUSINESS A: Motion to approve disbursement requests for period ending 02/07/18.

24. Member Backen **MOVED**, seconded by Member Selman to approve disbursement requests for period ending 02/07/18. **Ayes: Selman, Backen, Rogan, Mayor Murphy. Nays: None, Blonigan absent. The motion carries.**

ADMINISTRATIVE REPORTS

25. Glick noted that Quasquicentennial Buttons are now on sale at numerous locations throughout the city. The Robbinsdale Historical Society has an exhibit in Robbin Gallery during the month of February celebrating Robbinsdale's 125 years of incorporation. An open house is scheduled for February 9th. The cost of a button is \$5 and helps go towards the cost of putting on the Quasquicentennial.

COUNCIL COMMUNICATIONS

26. No Council Communications reported.

ADJOURNMENT

27. Member Rogan **MOVED** seconded by Member Backen to adjourn the meeting at 7:58p.m. **Ayes: Selman, Backen, Rogan, Mayor Murphy Nays: None, Blonigan absent. The motion carries.**

John Tingley, Recorder

Regan L. Murphy, Mayor

ROBBINSDALE CITY COUNCIL
SPECIAL WORK SESSION MINUTES
TUESDAY, FEBRUARY 7, 2018
COMMUNITY MEETING ROOM
CITY HALL

1. The work session was called to order by Mayor Pro Tem Rogan at 8:02 p.m.
2. Councilmembers Present: Rogan, Selman, Backen, Mayor Murphy
Absent: Blonigan
Staff Present: Marcia Glick, City Manager;

DISCUSSION: Preparation for February 10th Goal Session

3. Glick distributed the previously distributed 2017 Recap of the Strategic Direction and the final report for the community survey for the group to review in preparation for the Goal Session. She reviewed the general plan for the day and reminded the group that the meeting will be held at The Steinhauser Group office at 4181 W Broadway. She also distributed and reviewed the status of the Strategic Direction document noting that staff are now transitioning to electronic self-entry timecards.

MONTHLY UPDATE: Problem Properties

4. Glick distributed the problem properties update noting that staff has been in touch with Town Center Property manager related to the mountain of snow pouring down the steps.
5. Glick will follow up with Town Center on the lack of exterior trash cans.

OTHER BUSINESS

6. It was reported that 3900 36th has a for-sale sign.
7. Murphy shared information on the recent Connect BlueLine Now! Meeting.
8. Selman reported on the recent Beyond the Yellow Ribbon group and effort towards a Gold Star Family Memorial.

ADJOURNMENT

9. Mayor pro-tem Rogan adjourned the work session at 8:25 p.m.

John Tingley, Recorder

Dan Rogan, Mayor Pro Tem

CITY COUNCIL GOALS SESSION MINUTES
SATURDAY, FEBRUARY 10th, 2018 9am – 1pm

Present: Mayor Murphy, Council Members Blonigan, Rogan, Selman, Backen
Staff Present: Richard McCoy, Tom Marshall, Jim Franzen, Rick Pearson, Larry Jacobson, John Tingley, Marcia Glick

1. After introductions, the group discussed takeaways and next steps from last fall's community survey including the perception of crime, the feasibility of building a community center, starting a Fall Park Night Out and stormwater issues in certain areas of the city.
2. City Council and staff then discussed upcoming potential redevelopment projects in 2018 and beyond, affordable housing and the relocation of Robbinsdale Wine & Spirits from Robin Center to the Hy-Vee building.
3. After lunch, the group discussed the current snow emergency policy, looked into starting an anti-litter campaign and other priorities for 2018.

ADJOURNMENT

4. Mayor Pro-Tem Rogan adjourned the work session at 1:00 p.m.

John Tingley, Recorder

Dan Rogan, Mayor Pro Tem



Consent Agenda B

ROBBINSDALE SENIOR COMMISSION MINUTES
6:00 pm, Monday, January 8, 2018

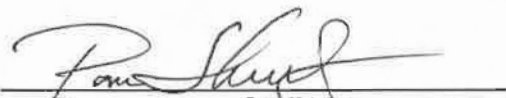
The Senior Commission is an advisory commission to the City Council on matters relating to the status and needs of seniors, age 55 and over, in the city and ways in which the needs of seniors may be met.

- 1) Commission Meeting Called to Order at 6:00 pm by Chairperson Bjorkquist
- 2) Commissioners Present: David Bjorkquist, Terri Cleveland, Duane Bengtson and Gene Montanez.
Commissioners Excused Absent: Carmen Berrios
Staff Liaison: Pam Schmitz, Recreation Programs Manager
- 3) Cleveland motioned approval of the minutes of the regular meeting of December 4, 2017, second by Bengtson, passed.
- 4) Oath of Office: Bjorkquist, Bengtson and Montanez, completed and signed oaths.
- 5) Election of Officers: Motion by Bengtson, second by Montanez to keep current officers with Bjorkquist serving as Chairperson and Cleveland serving as Vice-Chairperson. Motion carried.
- 6) Old Business
 - a. Heart Safe Community: Members discussed program with general consensus that they can help gather the data on locations of AEDs within the city. Included in the collection would be data on how accessible AED is to general public, what the maintenance schedule is, number of individuals with training on the use of AED and if the organization is interested in learning more about the Heart Safe Community and how they could be involved or if they are interested in having an AED, if they don't currently have one and if staff is interested in becoming trained.
 - b. Pedestrian Safety updates:
 - i) Additional backpacks were given to members to distribute as they see a need.
 - ii) Safety presentation updates: none are currently scheduled.
 - iii) Discussed what to do if there are areas not being shoveled by owners: Call Code Enforcement.
 - c. Programming updates:

Discussion on possible "drop-in" programs, with Commission members helping with "hosting." Program ideas included Board Game Nights, Running/Walking/Biking groups, Trivial Nights or other special interest activities. These would occur this summer at different park locations and all ages would be encouraged to attend. Discussion on conducting some informal, small scale surveys on interests either online or door to door within neighborhoods and senior housing complexes within the city. Also discussed working with Activity staff at senior housing complexes.
 - c. Volunteer Opportunities: no new opportunities to discuss.
 - e. Funds for Commission projects: Request was included as part of Senior Programming and approved.
- 7) New Business:
 - a. Membership: Since a Senior Club no longer exists as part of the Recreation programs and City Code indicates that Commission membership includes a representative from the Senior Club, members discussed thoughts on what membership should include.

Motion by Bengtson, second by Montanez recommending the City Council adjust the current City Code #20.05, Subd. 4 & Subd. 5. to eliminate references to Robbinsdale Seniors Club and have the at large membership to seven, with four members terms expiring on even years and three members expiring on odd years.
 - b. Recruitment for members was discussed. Members will approach various organizations within the City, such as the Chamber, Lion's Club, American Legion, Whiz Bang Days, etc. to see if they have any interested members who meet the membership requirements of residency and age to serve.
- 8) Motion to adjourn at 7:16 pm by Cleveland, second by Montanez, passed.

Next Meeting is scheduled for **Monday, February 4, 6 pm at City Hall.**


Pam Schmitz, Staff Liaison and Recorder



MEMORANDUM

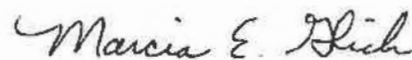
TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: February 20, 2018
RE: Approval of Licenses

Background:

As required by City Code, contractor and business licenses issued in the City of Robbinsdale must be approved by the City Council. Attached is a list of applicants requesting a license or license renewal to operate within the City. All appropriate fees have been paid and certificates of insurance and bonds, if required, have been filed with the City Clerk.

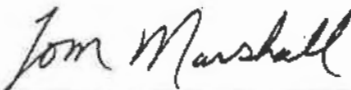
Recommendation:

By motion approve issuance of licenses dated February 20, 2018.



Marcia Glick, City Manager

CONCURRENCE:



Tom Marshall, City Clerk

CONTRACTORS' LICENSES FOR COUNCIL APPROVAL 02/20/2018

<u>Applicant</u>	<u>Type</u>	<u>License Fee</u>
ARNEY PLUMBING LLC	Plumbing Contractor	50.00
CENTRAL MN TREE SERVICE LLC	Tree Contractor	50.00
CRYSTAL TREE SERVICE	Tree Contractor	50.00
CUSTOM CHIMNEY CARE LLC	Mechanical Contractor	50.00
DESCHENE ENTERPRISES INC	Mechanical Contractor	50.00
LARSON PLUMBING INC (PL)	Plumbing Contractor	50.00
MATT'S TREE SERVICE INC	Tree Contractor	50.00
MINNESOTA TREE SURGEONS LLC	Tree Contractor	50.00
RAINBOW TREE COMPANY (LF)	Lawn Fertilizer Applicators	100.00
THE TARBEK COMPANY LLC	Plumbing Contractor	50.00
TMS COMPANIES	Demolition Contractor	50.00
TOTAL SANITATION SERVICE INC	Solid Waste Hauler	50.00
UNITED HEATING AND AIR CONDITIONING	Mechanical Contractor	50.00

Number of Contractor Licenses Requesting Council Approval: 13



City of Robbinsdale

Consent Agenda D

MEMORANDUM

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: February 20, 2018
RE: Renewal of Animal Impound Services Contract with Golden Valley

Background:

Since 2013, the City of Robbinsdale has contracted with the City of Golden Valley to provide Animal Impound Services. The previous agreement expired on December 31, 2017 after being extended twice.

Analysis/Conclusion:

The police department has been satisfied with the impound services and would like to renew the agreement for another two years.

Recommendation:

By motion, authorize the Mayor and City Manager to execute a two-year contract renewal from January 1, 2018 through December 31, 2019 with the Golden Valley Police Department for animal impound services. A copy will be available upon request.

Marcia Glick, City Manager



City of Robbinsdale

Consent Agenda E
MEMORANDUM

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: February 20, 2018
RE: Council Ratification of the Northwest Metro Drug Task Force Joint Powers

Background:

The Police Department has been a member of the Northwest Metro Drug Task Force Agreement (NWMDTF) for over 25 years. It has been operating under a joint powers agreement during that time. The member cities, in addition to Robbinsdale, of Crystal, New Hope, Plymouth, Brooklyn Park, Brooklyn Center and Hennepin County are required to enter into a joint powers agreement to be eligible for future funding.

Analysis/Conclusion:

The NWMDTF Joint Powers Agreement (JPA) renews automatically every three years. The JPA has received no changes since the last agreement other than the addition of new participating cities and the deletion of cities no longer participating.

Recommendation:

Approve the NWMDTF Joint Powers Agreement. A copy will be available upon request.

Marcia Glick, City Manager



City of Robbinsdale

Consent Agenda F
MEMORANDUM

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: February 20, 2018
RE: Application from The Birdtown LLC – West Broadway Banner

Background:

The City Council is required to review/approve all proposed banners prior to the applicant proceeding to produce the banner.

City Code specifies the following conditions for banners:

- Promoting noncommercial, community-wide event open to the general public.
- Message to advertise a City special event, City partnership event, or event by a non-for-profit organization which has substantial community-wide interest.

Other items required to be reviewed:

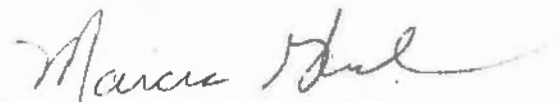
- Banner may be displayed for up to 2 weeks.
- Banner application is due 30 days prior to the date the banner is to be displayed.
- Commercial would be limited to 15% of the banner area with a name or logo.
- Details of banner materials will be discussed administratively after design approval by City Council.

Analysis/Conclusion:

The Birdtown LLC has applied for a banner to advertise The Birdtown Half Marathon and other races for May 19th, 2018. They have requested that the banner be installed on May 14-21. The banner itself complies with the requirements and The Birdtown LLC has submitted the \$100 installation fee.

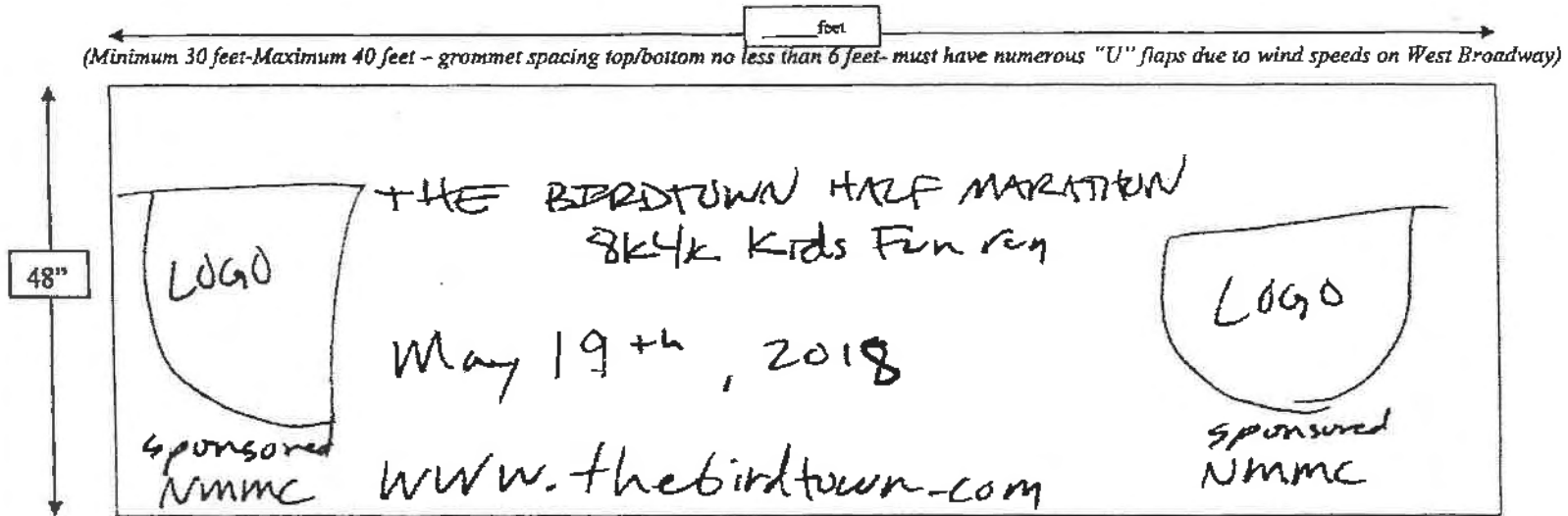
Recommendation:

By motion, approve the street spanning banner proposed by The Birdtown LLC which may be installed May 14-21, 2018.



Marcia Glick, City Manager

15



Banner Material: Vinyl (same banner as last year)



MEMORANDUM

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: February 20, 2018
RE: Private Hydrant Flushing Agreements – Regent Place & North Specialty Care

BACKGROUND:

In 2007 the City had entered into a 10-year agreement for semi-annual inspection and flushing of private hydrants for the Parker Village townhomes which is expiring. The agreement was in response to discovery of a valve being shut off to a hydrant which delayed fire response.

It is time to renew the agreements. The Regent Place Homeowners Association and North Memorial have indicated that they would like to continue the agreements.

ANALYSIS/CONCLUSION:

The agreement to be executed is nearly identical to the original agreement, only updated to remove procedures needed for an initial agreement that are not necessary for a renewal.

RECOMMENDATION:

By motion, authorize the Mayor and City Manager to execute the private hydrant maintenance agreements with Regent Place Homeowners Association for their townhome area and North Memorial for the North Memorial Health Specialty Care Center.

Marcia Glick, City Manager



City of Robbinsdale

Consent Agenda H

MEMORANDUM

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: February 20, 2018
RE: Robbinsdale Fire Relief Association Use of City Logo

BACKGROUND

The Robbinsdale Fire Relief Association is seeking permission to use the City's logo on its open house t-shirt. The layout of the t-shirt is shown as Attachment 1. The t-shirt is a new item for them and is planned to be sold at the fire department open house in August, Whiz Bang Days and be available at the fire station. The Robbinsdale Fire Relief Association is a 501c4 organization which provides numerous services such as furnishing fire prevention materials to the public, organizing the open house every year, and refurbishing antique fire apparatus. Sales of the open house t-shirts will go to the Relief Association General Fund to support these services.

ANALYSIS/CONCLUSION

The City's logo is the cornerstone of its visual branding and its identity as a dynamic and forward thinking community. Therefore use of this logo by another organization needs to be approved by the City Council.

The Fire Relief Association has maintained a maltese cross, using common fire department items, but has maintained its own logo.

Staff supports the use of the City logo on the open house t-shirt. The recommendation is that a member of the public wearing this t-shirt does not look like a fire fighter. One way to ensure this is that the Robbinsdale Fire Department wears blue and staff recommends that a different color be used on these t-shirts such as grey.

RECOMMENDATION

By motion, authorize use of the City logo by the Robbinsdale Fire Relief Association on their open house t-shirt.

Marcia Glick, City Manager

Tom Marshall, Director of Administrative Services





City of Robbinsdale

Consent Agenda I
MEMORANDUM

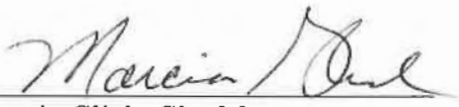
TO: City Council
FROM: Marcia Glick, City Manager
DATE: February 20, 2018
RE: Approval of Credit Card Charges and Payment

The City has issued credit cards to certain employees as designated by the City Manager. Credit card payments are made using the ACH payment method directly to the bank, no check is issued, and payment is required by a certain date to avoid finance charges.

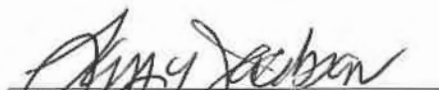
The attached listings are the credit card payments made in the month of January 2018 representing charges for the period December 10, 2017 through January 10, 2018, for expenses for City operations.

Recommendation

By motion approve the January 2018 payment for City credit card charges.


Marcia Glick, City Manager

CONCURRENCE:


Larry Jacobson, Finance Director

City of Robbinsdale
Council Check Register by GL
Council Check Register and Summary

1/24/2018 -- 1/24/2018

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
2018027	1/24/2018		100292 U. S. BANCORP							
		354.83	FRIENDLY ROBINS		128748		1335.6214		Operating Supplies	Senior Programs
		58.86	FRIENDLY ROBINS		128749		1335.6214		Operating Supplies	Senior Programs
		25.87-	OVERCHARGED SALES TAX		128750		1335.6214		Operating Supplies	Senior Programs
		25.87	OVERCHARGED SALES TAX		128751		1000.2405		Due to State - Sales Tax	General Fund
			Supplier 116577 HYVEE							
		50.00	FRIENDLY ROBINS		128752		1335.6214		Operating Supplies	Senior Programs
			Supplier 114248 CUB FOODS							
		100.00	GIFT CERTIFICATE		128753		1318.6214		Operating Supplies	Adult Taxable
			Supplier 114626 NONNA ROSA'S							
		17.46	MOVIE DISCUSSION GROUP		128754		1335.6214		Operating Supplies	Senior Programs
			Supplier 114248 CUB FOODS							
		50.00	GIFT CARD		128755		1318.6214		Operating Supplies	Adult Taxable
			Supplier 114449 BROADWAY PIZZA							
		15.28	COMMUNITY GYMS		128756		1305.6214		Operating Supplies	Community Center Operations
			Supplier 114310 TARGET							
		50.00	MEMBERSHIP FBI LEEDA		128757		1205.6514		Dues & Memberships	Patrol Services
			Supplier 115141 FBI - LEEDA							
		37.43	LOCKBOX		128758		1205.6214		Operating Supplies	Patrol Services
			Supplier 114295 AMAZON							
		433.00	PROPERTY ROOM SAFE		128759		1205.6214		Operating Supplies	Patrol Services
			Supplier 118098 MAPLE GROVE LOCK & SAFE							
		210.09	TASER BATTERIES		128760		1205.6214		Operating Supplies	Patrol Services
			Supplier 116980 TASER INTERNATIONAL							
		314.91	SUSPENDERS		128761		1260.6216		Clothing & Personal Equipment	Fire Prevention / Suppression
		621.17	HELMETS		128762		1260.6216		Clothing & Personal Equipment	Fire Prevention / Suppression
			Supplier 114264 THE FIRE STORE							
		13.08	DEWALT DUST ASSEMBLY		128763		7010.6234		Equipment Parts & Supplies	CG Vehicle Maintenance
		51.09	LED BULBS/WALL THERMOMETER		128764		1260.6214		Operating Supplies	Fire Prevention / Suppression
			Supplier 114295 AMAZON							
		138.33	ELBOWS/PVC/PIPE		128765		7005.6234		Equipment Parts & Supplies	CG Building Operations
			Supplier 114258 MENARDS							
		98.68	STORE SUPPLIES		128766		6405.6214		Operating Supplies	Liquor Operations
			Supplier 114310 TARGET							
		105.37	STORE SUPPLIES		128767		6405.6214		Operating Supplies	Liquor Operations
			Supplier 114258 MENARDS							
		10.95	BOWS FOR CANDY CANES		128768		6405.6214		Operating Supplies	Liquor Operations
			Supplier 115535 MICHAELS							
		29.85	LIMES & LEMONS		128769		6405.6214		Operating Supplies	Liquor Operations
		15.00	LIMES		128770		6405.6214		Operating Supplies	Liquor Operations
			Supplier							

Council Check Register by GL
Council Check Register and Summary

1/24/2018 -- 1/24/2018

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
2018027	1/24/2018		100292 U. S. BANCORP	--					Continued...	
			114248 CUB FOODS							
		1,159.80	LED		128771		6025.6830	00053317	Other Improvements	Water Utility Capital Improve
			Supplier 114258 MENARDS							
		59.99	BIBS - NICK NYSTROM		128772		6105.6216		Clothing & Personal Equipment	Sanitary Sewer Administration
		60.00	BIBS - NICK NYSTROM		128773		6005.6216		Clothing & Personal Equipment	Water Utility Administration
			Supplier 114269 MILLS FLEET FARM							
		272.94-	LED		128774		6025.6930	00053317	Other Improvements	Water Utility Capital Improve
		58.45-	CREDIT LED		128775		6025.6930	00053317	Other Improvements	Water Utility Capital Improve
		91.42	LED		128776		6025.6930	00053317	Other Improvements	Water Utility Capital Improve
		84.99	LED		128777		7005.6915	00016217	Building & Structures (include	CG Building Operations
		11.52	LED		128778		1610.6214		Operating Supplies	Street & Boulevard Maintenance
			Supplier 114258 MENARDS							
		10.00	PARKING SCHOOL		128779		6105.6512		Conference & Schools	Sanitary Sewer Administration
			Supplier 118099 MPLS PARKING							
		99.99-	CREDIT UNIFORM		128780		6105.6216		Clothing & Personal Equipment	Sanitary Sewer Administration
			Supplier 114308 CABELAS							
		38.60	BATTERIES/ADHESIVE		128781		6010.6234		Equipment Parts & Supplies	Water Utility Distribution Sys
			Supplier 114257 ACE HARDWARE							
		148.76	UNIFORMS - FLEECE KONKOL		128782		6105.6216		Clothing & Personal Equipment	Sanitary Sewer Administration
			Supplier 114308 CABELAS							
		113.94	UNIFORMS - JACKET KONKOL		128783		6105.6216		Clothing & Personal Equipment	Sanitary Sewer Administration
			Supplier 118100 COLUMBIA SPORTSWEAR							
		730.00	RIFLE PARTS		128784		1205.6216		Clothing & Personal Equipment	Patrol Services
			Supplier 118101 DANIEL DEFENSE							
		90.29	FIREARM PARTS		128785		1205.6216		Clothing & Personal Equipment	Patrol Services
			Supplier 114624 BROWNELLS, INC.							
		15.00	REC WEB CREDIT CARD		128786		1300.6720		Service Charges	Recreation Administration
		15.00	REC REG CREDIT CARD		128787		1300.6720		Service Charges	Recreation Administration
			Supplier 115203 PLUG N PLAY							
		4.00	GOVT CENTER PARKING		128788		1200.6514		Dues & Memberships	Police Support Services
			Supplier 116751 GOVERNMENT CENTER							
		150.00	IACP MEMBERSHIP - FRANZEN		128789		1200.6514		Dues & Memberships	Police Support Services
			Supplier 115525 INTLASSN OF CHIEFS OF POLICE (IACP)							
		66.70	DINNER MANDATORY 2018 LINE OFF		128790		1260.6510		Meeting / Travel Expense	Fire Prevention / Suppression
			Supplier 114448 EL TORO							
		349.35	TRAINING DVD'S		128791		1260.6516		Subscriptions & Books	Fire Prevention / Suppression
			Supplier 118102 PENNWELL ECOMMERCE							
		54.76	PLYWOOD 1X4		128792		7115.6214		Operating Supplies	CS Government Buildings
			Supplier 114262 THE HOME DEPOT							

City of Robbinsdale
Council Check Register by GL
Council Check Register and Summary
1/24/2018 -- 1/24/2018

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
2018027	1/24/2018		100292 U. S. BANCORP						Continued...	
		85.26	CEMENT/PLUG		128793		7115.6214		Operating Supplies	CS Government Buildings
			Supplier 114258 MENARDS							
		70.43	HANDLE/ROLLER		128794		7115.6234		Equipment Parts & Supplies	CS Government Buildings
			Supplier 114512 LOWE'S							
		118.60	HITCH/PINS/HAMMER		128795		1567.6214		Operating Supplies	Parks Equipment Maintenance
			Supplier 114258 MENARDS							
		30.70	LINEAR DT4		128796		1567.6214		Operating Supplies	Parks Equipment Maintenance
			Supplier 114265 GATE HOUSE SUPPLIES							
		573.58	LEDS		128797		6025.6930	00053317	Other Improvements	Water Utility Capital Improve
		104.96	LEDS		128798		7005.6915	00016217	Building & Structures (include	CG Building Operations
			Supplier 114258 MENARDS							
		44.25	MEMORY CARDS		128799		1500.6214		Operating Supplies	Parks Administration
			Supplier 114295 AMAZON							
		148.00	BATTERIES		128800		7115.6234		Equipment Parts & Supplies	CS Government Buildings
		18.97	FLOODLIGHT		128801		7115.6214		Operating Supplies	CS Government Buildings
			Supplier 114282 THE HOME DEPOT							
		135.00	FIRST AID TRAINING		128802		1400.6512		Conference & Schools	Engineering Services
		27.00	FIRST AID TRAINING		128803		1370.6512		Conference & Schools	Forestry
		108.00	FIRST AID TRAINING		128804		1600.6512		Conference & Schools	Streets Administration
		108.00	FIRST AID TRAINING		128805		1500.6512		Conference & Schools	Parks Administration
		27.00	FIRST AID TRAINING		128806		6005.6512		Conference & Schools	Water Utility Administration
		54.00	FIRST AID TRAINING		128807		7010.6512		Conference & Schools	CG Vehicle Maintenance
			Supplier 114312 AMERICAN RED CROSS SERVICES							
		10.60	COOPERATIVE SUPPLIES		128808		1340.6214		Operating Supplies	Cooperative Programming
			Supplier 114248 CUB FOODS							
		16.71	COOPERATIVE SUPPLIES		128809		1340.6214		Operating Supplies	Cooperative Programming
			Supplier 116850 COSTCO							
		200.00	BITUMINOUS STREET RECERT ROBIN		128810		1400.6512		Conference & Schools	Engineering Services
		200.00	CONCRETE FIELD LEVEL 1 RECERT		128811		1400.6512		Conference & Schools	Engineering Services
			Supplier 117035 MINNESOTA STATE COLLEGES							
		73.94	LED LIGHTS CREDIT		128812		7005.6915	00016217	Building & Structures (include	CG Building Operations
		239.88	LED TROFFER CREDIT		128813		7005.6915	00016217	Building & Structures (include	CG Building Operations
		205.93	PVC TEE/ELBOWS		128814		7005.6234		Equipment Parts & Supplies	CG Building Operations
		64.90	PVC PIPE		128815		7005.6234		Equipment Parts & Supplies	CG Building Operations
		198.95	LED LIGHTS		128816		6025.6930	00053317	Other Improvements	Water Utility Capital Improve
		84.89	LED LIGHTS		128817		7005.6915	00016217	Building & Structures (include	CG Building Operations
			Supplier 114258 MENARDS							
		49.91	GIFT BOWS		128818		6405.6214		Operating Supplies	Liquor Operations
			Supplier 118103 NASHVILLE WRAPS							

Council Check Register by GL
Council Check Register and Summary

1/24/2018 -- 1/24/2018

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
2018027	1/24/2018		100292 U. S. BANCORP						Continued...	
		11.60	FACEBOOK AD		128819		6405.6382		Advertising / Promotions	Liquor Operations
			Supplier 114283 FACEBOOK							
		11.12	CREDIT SALES TAX		128820		7010.6214		Operating Supplies	CG Vehicle Maintenance
		304.07	ALTERNATOR/BELT		128821		7010.6234		Equipment Parts & Supplies	CG Vehicle Maintenance
		88.76	V BELT		128822		7010.6234		Equipment Parts & Supplies	CG Vehicle Maintenance
			Supplier 118051 CUMMINS INC							
		20.50	PESTICIDE LICENSE		128823		7115.6718		Licenses Taxes & Fees	CS Government Buildings
			Supplier 114461 MN DEPT OF AGRICULTURE							
		164.21	PERMIT WELL #6		128824		6005.6718		Licenses Taxes & Fees	Water Utility Administration
			Supplier 115234 MN DEPT OF NATURAL RESOURCES (DNR)							
		702.00	TOUCHSCREEN MONITORS - MOTOR V		128825		7110.6234		Equipment Parts & Supplies	CS Information Technology
			Supplier 114280 NEWEGG							
		108.71	TV FOR COUNCIL CHAMBERS		128826		5005.6234		Equipment Parts & Supplies	Cable Grant
			Supplier 114295 AMAZON							
		240.00	YEARLY SUBSCRIP - APPLICATION		128827		7110.6332		Maintenance Contracts	CS Information Technology
			Supplier 115235 NINITE.COM							
		28.75	CELL PHONE CLIPS PD		128828		7105.6234		Equipment Parts & Supplies	CS General Office
			Supplier 114295 AMAZON							
		27.98	CAMERA BATTERIES		128829		7110.6214		Operating Supplies	CS Information Technology
		42.57	POWER ADAPTER FOR HP PC		128830		7110.6234		Equipment Parts & Supplies	CS Information Technology
		29.95	PATCH CABLES NETWORK		128831		7110.6214		Operating Supplies	CS Information Technology
		17.98	USB CABLES		128832		7110.6214		Operating Supplies	CS Information Technology
			Supplier 114280 NEWEGG							
		9,745.90								
		9,745.90	Grand Total							

Payment Instrument Totals

Checks

EFT Payments 9,745.90

Total Payments 9,745.90



Consent Agenda J

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: February 20, 2018
RE: Contract Agreement – Law Enforcement Labor Services, Sergeants, Local #8

BACKGROUND:

Management and union representatives representing each collective bargaining unit are working towards 2-year contract agreements for 2018-2019. Discussions include the results of the 2017 market study conducted by Springsted and additional market information.

This unit is the police sergeant employees, which includes 5 full-time employees.

ANALYSIS/CONCLUSION:

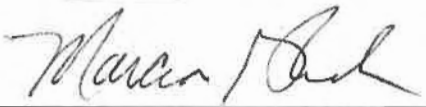
As discussed in November, some of the city's wages have fallen behind market comparisons, particularly starting wages. 2018 wage settlements for Sergeant's groups range from 2.5 to 3%. Robbinsdale's sergeants are required to obtain a bachelor's degree within 2 years of their appointment and, when the negotiated settlement along with the education incentive is applied for 2018-19 settlement, the wages fall within the market study recommendation.

The two year contract for 2018 and 2019 is a 2.5% increase for 2018 and 2019 for current employees and adds \$45 to the monthly insurance benefit for 2018 and \$50 for 2019. The contract also adjusts the wage steps in the 1st year of the contract to be more competitive in the market. In the 2nd year of the contract there are also minor adjustments to the uniform allowance and the night shift differential.

The proposed settlement is in-line with settlements reached in neighboring cities.

RECOMMENDATION:

Approve the January 1, 2018 to December 31, 2019 contract with Law Enforcement Labor Services, Sergeants Local #8 by adopting the resolution shown in Exhibit 1.



Marcia Glick, City Manager

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 20th day of February, 2018.

RESOLUTION NO.

A RESOLUTION APPROVING THE LABOR AGREEMENT LOCAL ISSUES
BETWEEN THE CITY OF ROBBINSDALE AND LAW ENFORCEMENT LABOR
SERVICES, SERGEANTS LOCAL #8

WHEREAS, the City of Robbinsdale's negotiators and Law Enforcement Labor Services, Sergeants Local #8 have agreed upon a labor agreement for local issues for calendar years 2018 and 2019;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBBINSDALE, MINNESOTA: that the labor agreement for January 1, 2018 to December 31, 2019 between the City and Law Enforcement Labor Services, Sergeants Local #8 is hereby approved.

The question was on the adoption of the resolution and upon a vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 20TH DAY OF FEBRUARY, 2018.

Regan L. Murphy, Mayor

ATTEST:

Sherry O'Donnell, Deputy City Clerk



Consent Agenda K

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: February 20, 2018

RE: Contract Agreement – Law Enforcement Labor Services, Patrol, Local #179

BACKGROUND:

Management and union representatives representing each collective bargaining unit are working towards 2-year contract agreements for 2018-2019. Discussions include the results of the 2017 market study conducted by Springsted and additional market information.

This unit is the police patrol employees, including investigators, which includes 16 full-time employees and open positions.

ANALYSIS/CONCLUSION:

As discussed in November, some of the city's wages have fallen behind market comparisons, particularly starting wages. 2018 wage settlements for Patrol groups range from 2.5 to 3%. Robbinsdale's patrol officers are encouraged to obtain a bachelor's degree and, when the negotiated settlement along with the education incentive is applied for 2018-19 settlement, the wages fall within the market study recommendation.

The two year contract for 2018 and 2019 is a 2.15 to 2.5% increase through adjustment in wage steps and a \$3/hour increase for starting wage for 2018 and 2.5% increase in 2019 wages along with a \$45 addition to the monthly insurance benefit for 2018. There will be a reopener for the insurance contribution for 2019. In the 2nd year of the contract there is also a minor adjustment in the night shift differential and additional increase in entry level steps.

The proposed settlement is in-line with settlements reached in neighboring cities.

RECOMMENDATION:

Approve the January 1, 2018 to December 31, 2019 contract with Law Enforcement Labor Services, Patrol Local #179 by adopting the resolution shown in Exhibit 1.



Marcia Glick, City Manager

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 20th day of February, 2018.

RESOLUTION NO.

A RESOLUTION APPROVING THE LABOR AGREEMENT LOCAL ISSUES BETWEEN
THE CITY OF ROBBINSDALE AND LAW ENFORCEMENT LABOR SERVICES,
PATROL LOCAL #179

WHEREAS, the City of Robbinsdale's negotiators and Law Enforcement Labor Services, Patrol Local #179 have agreed upon a labor agreement for local issues for calendar years 2018 and 2019;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBBINSDALE, MINNESOTA: that the labor agreement for January 1, 2018 to December 31, 2019 between the City and Law Enforcement Labor Services, Patrol Local #179 is hereby approved.

The question was on the adoption of the resolution and upon a vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 20TH DAY OF FEBRUARY, 2018.

Regan L. Murphy, Mayor

ATTEST:

Sherry O'Donnell, Deputy City Clerk

MEMORANDUM

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: February 20, 2018

SUBJECT: Accept Quote for Replacement of Public Works Vehicle – City Project 8074

Background:

Part of the approved 2018 Capital Equipment Budget is the replacement of a vehicle in the Public Works Department with emphasis on Utilities.

The proposed vehicle is a 2018 Ford F-350 4x4 Super Cab. The selected vehicle will have a 6.2L V8 Gasoline engine that will achieve fuel economy of between 10 and 15 mpg. This engine is equipped with the ability to use E85 fuel. This vehicle will be utilized for performing general maintenance of utility infrastructure. The proposed new vehicle will replace existing Unit #120 which is a 2008 Ford vehicle with a 6.8L V10 gasoline engine and 19,160 miles. The proposed purchase is a Government Contract item (Contract #135919).

The pre-tax base price for the vehicle cab and chassis is \$ 36,166.00 which has been obtained through Midway Ford Commercial of Roseville, Minnesota. This cost will be offset by the trade value of \$ 16,000.00 for the existing.

There is an additional cost of \$ 16,830.00 for the provision of the body and equipment. This work is also available on Government Contract (Contract #135838) with pricing obtained through Aspen Equipment of Bloomington.

In summary, the total proposed net expenditure for the vehicle and fitting out as outlined in the report is \$ 36,996.00. Taxes and licenses on the vehicle is additional (approximately \$2,000). The approved budget for this overall project is \$ 37,000.00. Staff recommends the purchase of the vehicle as outlined in the report. The vehicle will be licensed at the Robbinsdale Deputy Register.

Recommendation:

By motion, authorize the City Manager and Finance Director to issue a Purchase Order to Midway Ford Commercial of Roseville, Minnesota for the purchase of a 2018 Ford F-350 4x4 Super Cab and Chassis for a net amount of \$ 20,166.00 + tax and license. The license shall be obtained from the Robbinsdale Deputy Register.

Further, the City Manager and Finance Director be authorized to issue a Purchase Order to Aspen Equipment of Bloomington, Minnesota for body and equipment for an amount of \$ 16,830.00.



Marcia Glick, City Manager

CONCURRENCE:



Richard McCoy, P.E.
Public Works Director / City Engineer

MEMORANDUM

Consent Agenda M

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: February 20, 2018

SUBJECT: Accept Quote for Replacement of Pick Up Trucks – City Project 8082

Background:

Part of the approved 2018 Capital Equipment Budget is the replacement of Pick Up Trucks in the Public Works Department. This report addresses two vehicles that make up Project #8082.

Vehicle 1 –

This vehicle is used primarily by the Utilities Supervisor.

The proposed replacement vehicle is a 2018 Dodge RAM 1500 4x4 Crew Cab Pick Up Truck with a 5'7" box. The selected vehicle will have a 5.3 L V8 Gasoline engine that will achieve fuel economy of between 15 and 22 mpg. Alternate fuel vehicles were explored for this vehicle however the expected fuel economy and vehicle cost has been optimized using the selected option.

This vehicle will be utilized for performing general maintenance of utility infrastructure, for towing the emergency generator when needed, and for snow plowing operations as needed. The proposed new vehicle will replace existing Unit #113 which is a 2006 Ford vehicle with 39,200 miles. The proposed purchase is a Government Contract item (Contract #135739).

The pre-tax base price for the vehicle is \$ 30,557.00 which has been obtained through Mike Motors of Ely, Minnesota. Free delivery is included in the contract purchase price. There is an additional cost of \$ 4,666.00 for the purchase of a Western Snow Plow. This work is also available on Government Contract (Contracts #135838 and #73056) with pricing obtained through Aspen Equipment of Bloomington.

Vehicle 2 –

This vehicle is a general use vehicle available to all divisions within Public Works for maintenance activity.

The proposed replacement vehicle is a 2018 GMC Sierra 2500HD Double Cab 4WD Pick Up Truck with a 6'6" box. The selected vehicle will have a 6.0 L V8 Gasoline engine that will achieve fuel economy of between 15 and 22 mpg. This engine is compatible with E85 fuel.

This vehicle will be utilized for performing general maintenance within the streets, parks or utilities divisions and for snow plowing operations as needed. The proposed new vehicle will

replace existing Unit #129 which is a 2011 Ford vehicle with 20,375 miles. The proposed purchase is a Government Contract item (Contract #135740).

The pre-tax base price for the vehicle is \$ 29,507.46 which has been obtained through Ranger Chevrolet of Hibbing, Minnesota. Free delivery is included in the contract purchase price. There is an additional cost of \$ 6,504.00 for the purchase of a Western V Snow Plow used in alleys. This work is also available on Government Contract (Contracts #135838 and #73056) with pricing obtained through Aspen Equipment of Bloomington.

Summary:

In summary, the total proposed expenditures for the vehicle and fitting out as outlined in the report is as follows –

	Purchase Price	Equipment	Sub Total
Vehicle 1	\$ 30,557.00	\$ 4,666.00	\$ 35,223.00
Vehicle 2	\$ 29,507.46	\$ 6,504.00	<u>\$ 36,011.46</u>
		TOTAL	<u>\$ 71,234.46</u>

Taxes and licenses on the vehicles is additional (approximately \$2,000 each). The approved budget for this overall project is \$ 70,000.00. The proposed purchases will be offset by the sale of the existing vehicles which will be sent to auction. Staff recommends the purchase of the vehicles and equipment as outlined in the report. Both vehicles will be licensed at the Robbinsdale Deputy Register.

Recommendation:

By motion, authorize the City Manager and Finance Director to issue the following Purchase Orders –

Purchase Order to Mike Motors of Ely, Minnesota for the purchase of a 2018 Dodge RAM 1500 4x4 Crew Cab Pick Up Truck with a 5'7" box for an amount of \$ 30,557.00 + tax and license. The license shall be obtained from the Robbinsdale Deputy Register.

Purchase Order to Ranger Chevrolet of Hibbing, Minnesota for the purchase of a 2018 GMC Sierra 2500HD Double Cab 4WD Pick Up Truck with a 6'6" box for an amount of \$ 29,507.46 + tax and license. The license shall be obtained from the Robbinsdale Deputy Register.

Purchase Order to Aspen Equipment of Bloomington, Minnesota for Western Snow Plows for the abovementioned vehicles for a total amount of \$ 11,170.00.


Marcia Glick, City Manager

CONCURRENCE:



Richard McCoy, P.E.
Public Works Director / City Engineer

MEMORANDUM

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: February 20, 2018

SUBJECT: Accept Quote for Replacement of Vehicle Lift – City Project 19418

Background:

Part of the approved 2018 Capital Works Budget is the replacement of a vehicle lift in the mechanics bay. This equipment is a vital component, allowing the mechanics to lift the vehicles to service them. The existing lift is original equipment dated back to 1958 and has reached the end of its serviceable life. Staff expects that the existing unit will not pass this year's safety inspection and requires replacement.

The proposed replacement unit is a Rotary MCH FLEX 414, 4 column portable lift with 56,000lb capacity. The proposed purchase is a contract item (Contract 061015-RRL) through the co-operative purchasing group NJPA (National Joint Powers Alliance). The City is a member of this group.

The price for this equipment under this contract is \$ 34,559.05 which includes a truck framing kit and cart. The price has been obtained through Lubetech. There is an additional cost of \$ 2,600.00 for the removal of the existing in ground lift unit.

In summary, the total proposed net expenditure for the equipment and removal of existing as outlined in the report is \$ 37,159.05. The approved budget for this project is \$ 50,000.00. Staff recommends the purchase of the equipment as outlined in the report.

Recommendation:

By motion, authorize the City Manager and Finance Director to issue a Purchase Order to Lubetech for the purchase of a Rotary MCH FLEX 414, 4 column portable lift with 56,000lb capacity with truck framing kit and cart, and removal of the existing in-ground lift for an amount of \$ 37,159.05.



Marcia Glick, City Manager

CONCURRENCE:



Richard McCoy, P.E.
Public Works Director / City Engineer

MEMORANDUM

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: February 20, 2018

SUBJECT: Accept Quote for GPS Unit

Background:

Included in the approved 2018 Engineering Operational budget (1400.6950) is \$30,000 for the replacement of one of the GPS units used by staff. The GPS equipment is heavily used for survey work throughout the City, in addition to data collection at all times of the year. Keeping the equipment current ensures proper support, compatibility with survey and design software and accuracy of the data collected.

A price has been received from Frontier Precision Inc for the equipment. This item is on the State Government Contract. The price for the new unit including control tablet, battery and ancillary equipment is as follows –

Frontier Precision Inc	\$ 29,942.60
------------------------	---------------------

The quotation received will be available at the meeting for Council Members reference. Note that the price is exempt of tax. The existing equipment is reaching the end of its usable life and not worth much as a trade. It is intended to retain the existing unit and allow Public Works staff to use it for asset data collection (such as sign inventory) until it stops working.

Staff recommends the purchase of the equipment identified.

Recommendation:

By motion, authorize the City Manager and Finance Director to issue a Purchase Order to Frontier Precision Inc of Maple Grove, MN for the purchase of a new Trimble R10 GPS and associated equipment in accordance with quote number 20526 for the amount of \$ 29,942.60.



Marcia Glick, City Manager

CONCURRENCE:



Richard McCoy, P.E.
Public Works Director / City Engineer



Frontier Precision, Inc.
10900 73rd Avenue North
Maple Grove, MN 55369
763.496.1366
www.frontierprecision.com

Quote
Date: 01/25/2018 08:41 AM
Quote Number: 20526
Valid Until: 02/24/2018
Quotation by: Dustin Harr

BILL TO:

CITY OF ROBBINSDALE

Dave Dickson
4100 LAKEVIEW AVENUE NORTH
ROBBINSDALE,, MN 55422 United States
ddickson@ci.robbednsdale.mn.us 763-537-4534

SHIP TO:

CITY OF ROBBINSDALE

Dave Dickson
4100 LAKEVIEW AVENUE NORTH
ROBBINSDALE,, MN United States
ddickson@ci.robbednsdale.mn.us 763-537-4534

Product Details	Qty	Price	Total
1. R10-001-60 TRIMBLE R10 GNSS WITH UHF	1	\$25,500.00	\$22,950.00
Trimble R10 Receiver Kit with (2) batteries, Charger, Antenna and carrying case			
2.114052-10 Trimble T10 Tablet, Cirronet - No Software	1	\$4,699.00	\$4,229.10
Trimble T10 Tablet, Cirronet - No Software			
3.114121 Pole Mount, T10 Tablet, w/Quick Release	1	\$559.00	\$503.10
Pole Mount, T10 Tablet, w. quick release			
4.114116 Trimble T10 Keyboard with Trackpad	1	\$119.00	\$107.10
Trimble T10 Keyboard with Trackpad			
5.114111 Trimble T10 Battery Enhanced Capacity	1	\$299.00	\$269.10
Trimble T10 Battery Enhanced Capacity			
6.EWLS-TA-LOYAL-STOCK Loyalty Program Trimble Access Annual SW RNST lapsed > 12m	1	\$1,125.00	\$1,125.00
Loyalty Program Trimble Access Annual SW RNST lapsed > 12m (Stock expires 12m from invoice date)			
7.114119 Trimble T10 Office Dock (w/o AC Adapter)	1	\$229.00	\$206.10
Trimble T10 Office Dock (w/o AC Adapter)			
8.114112 Trimble T10 AC Adapter with Power Cord (19V/65W out)	1	\$59.00	\$53.10
Trimble T10 AC Adapter with Power Cord (19V/65W out)			
9.FPI-TRAINING-SURVEY TRAINING FEE - ONSITE INSTALLATION	1	\$500.00	\$500.00
Sub Total:			\$29,942.60
Tax:			\$0.00
Shipping:			\$0.00
Grand Total:			\$29,942.60

Special Notes:

Discounted total pricing reflects the Minnesota State Contract pricing.

Shipping, handling, and applicable sales tax will be added to invoice.

Terms and Conditions

All invoices are in U.S. Dollars.

Payment terms are net 30 days upon approved credit. We also accept VISA, MasterCard and American Express. Returns- A standard restocking fee of 20% will be charged for any returned equipment.

Shipping and handling charges are prepaid and added to invoice. Shipment will be made by UPS Ground unless otherwise specified, FOB Shipping Point.

MEMORANDUM

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: March 6, 2018

SUBJECT: Accept Quote for Replacement of Mower – City Project 8030

Background:

Part of the approved 2018 Capital Equipment Budget is the replacement of a mower in the Public Works Department.

The proposed equipment is a Toro Groundmaster 4000-D. The selected equipment has a 55hp 2.1L turbo diesel engine, 4WD and an 11 foot cutting deck. The equipment is capable of using B-20 biodiesel. This piece of equipment is used for ballfield and park maintenance and is replacing existing Unit #134 which is a 2011 John Deere 1600 vehicle with 1,716 hours. The existing unit has been problematic from a maintenance perspective for the past 2 years spending significant time away being repaired.

The proposed purchase is a National Intergovernmental Purchasing Alliance (NIPA) Contract item (Contract #2017025).

The price for the equipment is \$ 61,949.26 which has been obtained through MTI Distributing of Brooklyn Center, Minnesota. The cost will be offset by the sale of the existing equipment at auction in the spring. It is anticipated to fetch approximately \$ 10,000.00. This equipment does not require licensing.

The approved budget for this equipment is \$ 89,000.00. Staff recommends the purchase of the equipment as outlined in the report.

Recommendation:

By motion, authorize the City Manager and Finance Director to issue a Purchase Order to MTI Distributing of Brooklyn Center, Minnesota for the purchase of a Toro Groundmaster 4000-D for the amount of \$ 61,949.26.



Marcia Glick, City Manager

CONCURRENCE:



Richard McCoy, P.E.
Public Works Director / City Engineer



MEMORANDUM

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: February 20, 2018
RE: C-18-1 for a Second Accessory structure (garage) exceeding 240 sq. ft. for 3420 43rd Ave. N.

BACKGROUND:

Eric & Rebecca Foster purchased 3420 43rd Ave. N. and intend to replace the existing house with a new house that includes an attached garage. They would like to retain the existing detached garage which requires a conditional use permit. On February 15, 2018, the Planning Commission conducted a public hearing for the conditional use permit. The meeting minutes are included as **Exhibit 1**.

ANALYSIS/CONCLUSION:

The report prepared for the Planning Commission is included as **Exhibit 2**. The report provided detail concerning the existing garage and new house. In the report:

- The driveway to the existing garage will be removed along with the curb cut.
- The garage is in need of maintenance.
- The lot does not have access to the alley on this block.

Subsequently, the contractor informed staff that the Fosters do wish to retain the driveway and curb cut to the detached garage. This was explained at the public hearing and the recommended condition was modified accordingly.

At the public hearing, there were no specific objections by residents in attendance. The applicant could not attend, but the contractor was present to answer questions. After some discussion, the Planning Commission unanimously adopted a motion recommending approval of the conditional use permit.

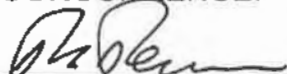
RECOMMENDATION:

Motion to waive the reading and concur with the Planning Commission by adopting the resolution shown in **Exhibit 3** APPROVING CONDITIONAL USE PERMIT C18-1 FOR A SECOND ACCESSORY STRUCTURE EXCEEDNG 240 SQUARE FEET FOR 3420 43RD AVENUE NORTH



Marcia Glick, City Manager

CONCURRENCE:



Rick Pearson, Community Development Coordinator

EXCERPT OF THE PLANNING COMMISSION MEETING MINUTES
OF FEBRUARY 15, 2018

4. **#4A PUBLIC HEARING:**
Consideration of Conditional Use Permit C18-1 for a second accessory structure exceeding 240 square feet at 3420 43rd Ave N as requested by Eric & Rebecca Foster
5. **MOTION** by Commissioner Ulbrich, seconded by Commissioner Stoneberg to **OPEN** the public hearing. **All were in favor and the motion carried.**
6. Community Development Coordinator Pearson presented the staff report. The owners of this corner lot intend to demolish the existing house and replace it with a two-story house with an attached garage. There is an existing garage in the rear yard. A conditional use permit is requested to enable them to keep the detached garage which exceeds 240 square feet.
7. Mr. Pearson presented a survey of the lot showing the existing garage. The existing driveway will remain with consideration of a rain garden or other method of stormwater management. Reviewed the findings of fact. Contractor in attendance confirmed the adjacent shed has been removed.
7. Commissioner Stack asked about the material and condition of the detached driveway. Mr. Pearson stated that the survey says asphalt driveway.
8. **Jeffrey Magnik, 1009 118th Ave NE, Blaine – Contractor:** He stated that the driveway will be matched up with the new home driveway.
9. Commissioner Ulbrich revealed that from a 2011 photo from Google the driveway is concrete.
10. Chair Harper opened the floor to anyone from the public wanting to speak to this item. No one spoke to this item.
11. **MOTION** by Commissioner Stoneberg, seconded by Commissioner Greenberg to **CLOSE** the public hearing. **All were in favor and the motion carried.**
12. **MOTION** by Commissioner Ulbrich, seconded by Commissioner Greenberg to recommend that the City Council approve CUP18-1 conditional use permit request for a second accessory building exceeding 240 sq. ft. based upon the following findings of fact:
 - a. That the use of the structure is consistent with the comprehensive plan;

- b. That the conditional use is compatible with the geographical area and character of the area and it will not cause deterioration of the surrounding area;
- c. That compliance with applicable property maintenance code and zoning ordinance standards will ensure that the conditional use will not violate nuisance standards or encourage disturbing influences in the neighborhood;

And with the following conditions:

- 1. That the accessory building be refinished to be compatible with the new house and in compliance with the property maintenance code; and
- 2. That the retained driveway and curb cut for the detached garage shall require some amelioration of the additional storm water run-off generated on the site subject to the approval of the City Engineer.

The vote was unanimous and the motion carried.

**Agenda Item #3A
February 15, 2018**

ADMINISTRATIVE STAFF REPORT

APPLICANT: Rebecca & Eric Foster
CASE NO: Conditional Use Permit C18-1
ADDRESS: 3420 43rd Ave. N.
PC DATE: February 15, 2018
APPLICATION DATE: January 12, 2018
PROCESSING DEADLINE: **March 14, 2018**

ACTION/REQUEST:

Rebecca & Eric Foster have purchased 3420 43rd Ave. N., a corner lot with out access to the alley that connects 43rd and Lake Drive. They intend to demolish the existing house and replace it with a two-story house with an attached garage that will have a driveway connection to 43rd Ave. N. There is an existing detached garage in the rear yard. A conditional use permit is requested to enable them to keep the detached garage. The location is shown in **Attachments A & B**.

BACKGROUND/ANALYSIS:

A survey of the lot with the new house and existing garage and elevations of the new house are included as **Attachment C**. The applicable zoning code standard is: Section 510.11, Subd. 1:

- (m) Any second accessory building(s) that exceeds 240 square feet in size shall require a conditional use permit.

The detached garage scales 14.5 feet wide by 22.5 ft. deep with an area of 326.25 sq. ft. In all respects, it conforms with current setbacks.

The lot is comparatively large: 63.81 x 131.61 (8,364 sq. ft.). The owner is interested in maintaining the garage for additional storage space. Staff's primary concerns are:

- The plans show that the existing driveway and street apron are to be removed. The affected area needs to be re-sod, or landscaped.
- That the detached garage cannot be converted into living space or an additional dwelling unit. Section 510.11, Subd. 1(k) prohibits the use of an accessory structure as a dwelling unit or a home occupation.

The Planning Commission shall make findings of fact regarding any adverse effects of the proposed conditional use and what additional requirements may be necessary to reduce such adverse effects. Its judgment shall be based upon, but not limited to, the following factors:

1. Consistency with the City Comprehensive Plan.
The property is in the Low Density Residential land use area which allows residential and accessory uses.
2. The geographical area involved.
The immediate area has a combination of attached and detached garages.

3. Whether such use will cause deterioration of the area in which it is proposed.
The detached garage is showing signs of deterioration. Staff would expect it be repainted and repaired as needed to ensure its compliance with the property maintenance ordinance.
4. The character of the surrounding area.
As noted above, the surrounding area includes a mix of attached and detached garages. Three other properties along Beard Ave. N. between 43rd and Lake Drive have driveways connecting to Beard Ave. N.
5. The demonstrated need for such use.
The existing garage presents an opportunity for enclosed storage space.
6. Whether the proposed use would cause odors, dust, flies, vermin, smoke, gas, noise or vibration, or would impose hazards to life or property in the neighborhood.
None of the above should be applicable if the accessory structure is maintained according to the property maintenance code and used in compliance with the zoning standards.
7. Whether such use would inherently lead to or encourage disturbing influences in the neighborhood.
The detached garage if used and maintained in compliance with city standards would not inherently lead to or encourage disturbing influences in the neighborhood.
8. Whether stored equipment or materials would be screened and whether there would be continuous operation within the visible range of surrounding residences.
Not applicable.

Staff has no objection to the continued use of the detached garage. The new house is substantially larger than the existing house and the visual impact of the new attached garage will be on 43rd Ave. N.

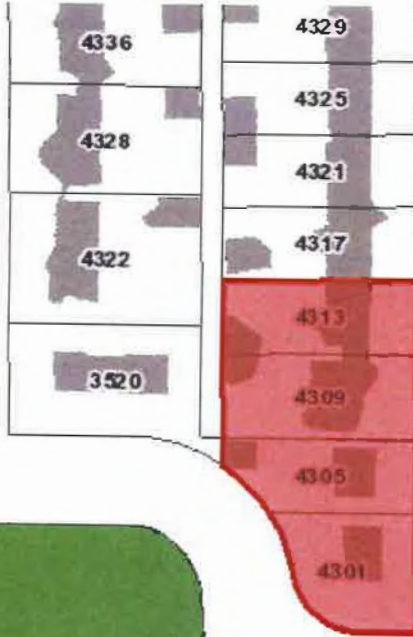
RECOMMENDATION:

1. Hold the public hearing.
2. Motion to recommend that the City Council approve CUP18-1 conditional use permit request for a second accessory building exceeding 240 sq. ft. based upon the following findings of fact:
 - a. That the use of the structure is consistent with the comprehensive plan;
 - b. That the conditional use is compatible with the geographical area and character of the area and it will not cause deterioration of the surrounding area;
 - c. That compliance with applicable property maintenance code and zoning ordinance standards will ensure that the conditional use will not violate nuisance standards or encourage disturbing influences in the neighborhood;

And with the following conditions:

1. That the accessory building be refinished to be compatible with the new house and in compliance with the property maintenance code; and
2. That the areas where the driveway and apron have been removed be re-sod or landscaped.

Chowen Avenue North



43rd Avenue North

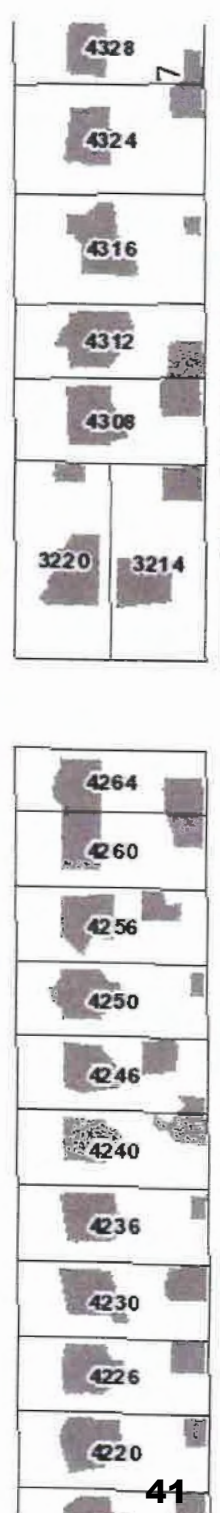
Beard Avenue North



Abbott Avenue North



Zenith Avenue North



IT FOUND AS LABELED
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ER MANHOLE
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OURS
E

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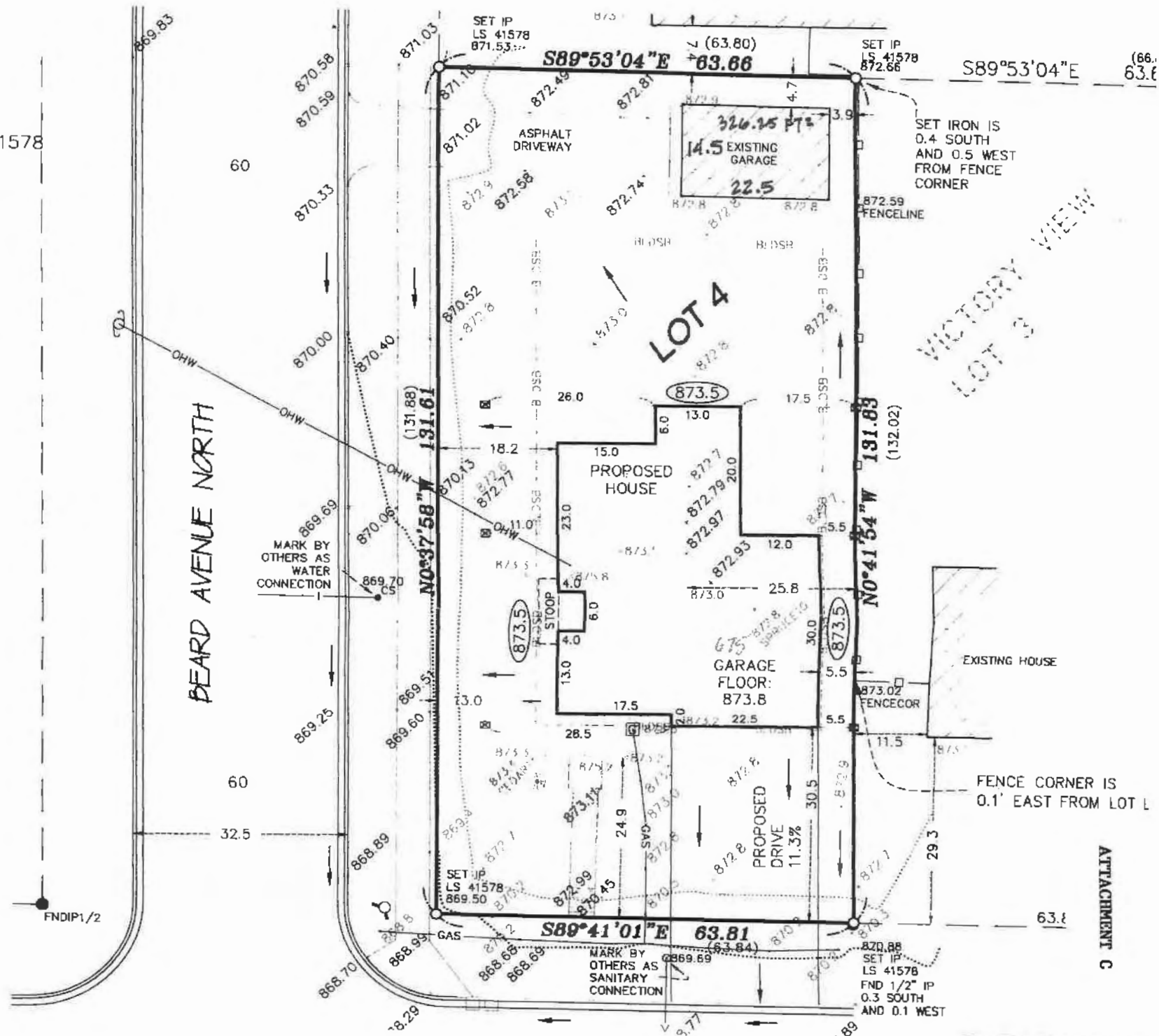
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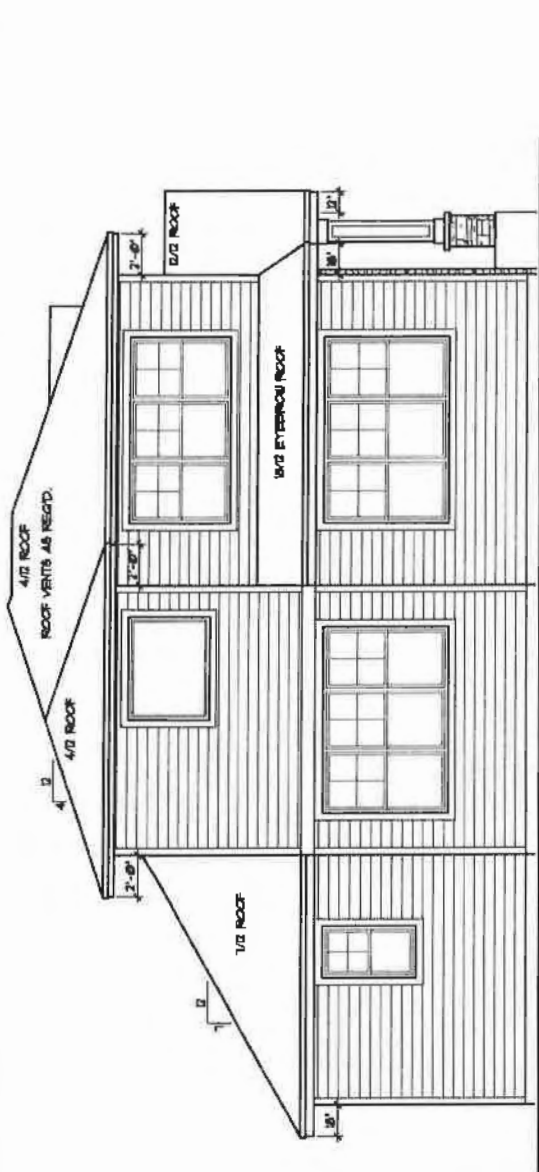
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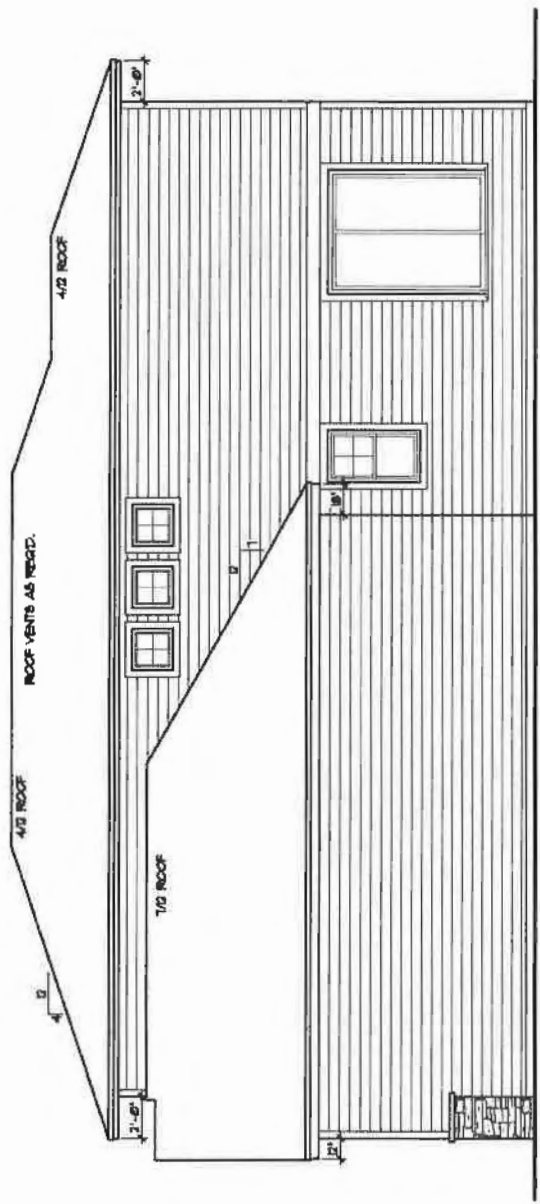
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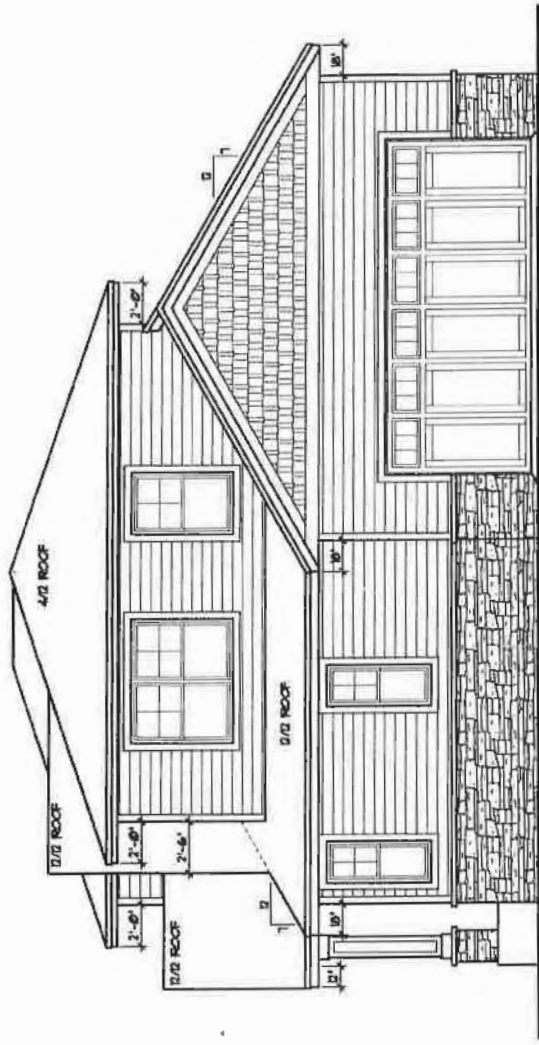


LEFT ELEVATION 1/4" = 1'-0"

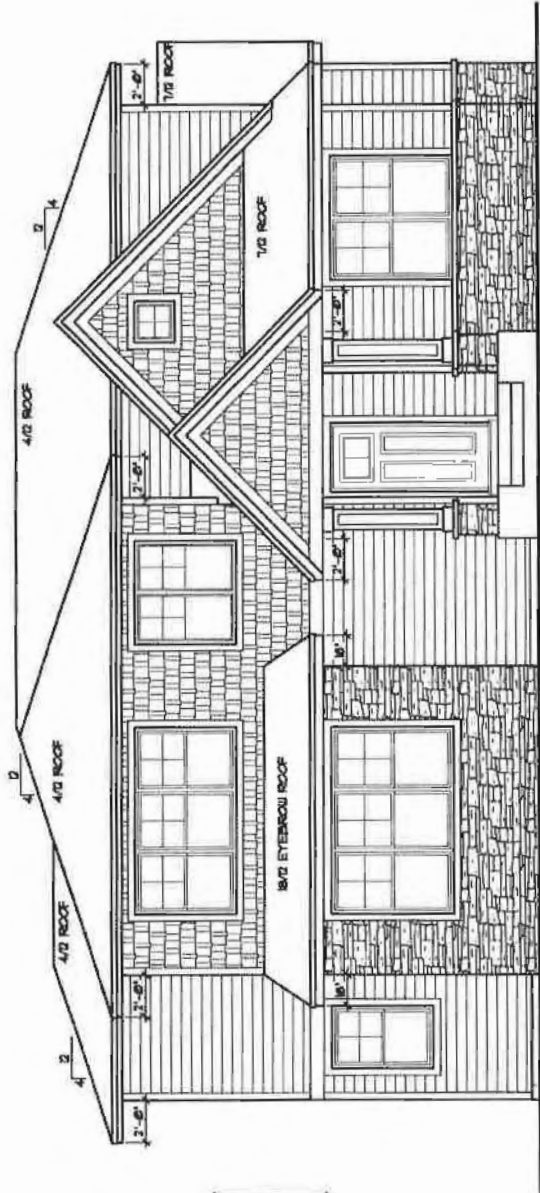


REAR ELEVATION 1/4" = 1'-0"

- * VENT. SIZES SHOWN AS SHOWN
- * TRIM AS SHOWN
- * ALUMINUM BOARDS & FASCIA
- * GENERIC WINDOW CALL-OUTS EFFECT.



RIGHT ELEVATION 1/4"=1'-0"



FRONT ELEVATION 1/4"=1'-0"

154 SQFT. FIRST FLOOR
178 SQFT. SECOND FLOOR
3324 SQFT. TOTAL

3420 43 RD AVE N.

HOME DETAIL, INC.

FOSTER RESIDENCE

BIRCH HOME DESIGN, L.L.C.
ARCHITECTURAL DESIGN & DRAFTING
BIRCHHOMEDESIGN.COM



DATE: 11/15/2011
DRAWN BY: J. L. LEE
CHECKED BY: J. L. LEE
SHEET: 1 OF 1

REVISIONS:
XX-XXX

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 20th day of February 2018.

RESOLUTION NO.

**A RESOLUTION APPROVING CONDITIONAL USE PERMIT C18-1 FOR A SECOND
ACCESSORY STRUCTURE EXCEEDING 240 SQUARE FEET FOR
3420 43RD AVENUE NORTH
(Foster)**

WHEREAS, the applicant intends to construct a new house at 3420 43rd Ave. N. including an attached garage and retain the existing detached garage which requires a conditional use permit; and

WHEREAS, the Planning Commission conducted a public hearing as required on February 15, 2018; and

WHEREAS, the Planning Commission adopted a motion recommending approval of the conditional use based upon the following findings of fact:

- a. That the use of the structure is consistent with the comprehensive plan;
- b. That the conditional use is compatible with the geographical area and character of the area and it will not cause deterioration of the surrounding area;
- c. That compliance with applicable property maintenance code and zoning ordinance standards will ensure that the conditional use will not violate nuisance standards or encourage disturbing influences in the neighborhood; and

WHEREAS, the Council accepts these findings;

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Robbinsdale that conditional use permit C18-1 for 3420 43rd Avenue North legally described in the plan included as "**Attachment A**" is hereby approved pursuant to Section 510.11, Subd. 1(m) and Section 535.01 with the following condition(s):

1. That the accessory building be refinished to be compatible with the new house and in compliance with the property maintenance code; and
2. That the retention of the driveway and curb cut for the detached garage shall require some amelioration of the additional stormwater runoff generated on the site subject to the approval of the City Engineer.

The question was on the adoption of the resolution and upon a vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

**WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND
ADOPTED THIS _____ DAY OF _____ 2018.**

ATTEST:

Regan L. Murphy, Mayor

Tom Marshall, City Clerk
(Seal)



MEMORANDUM

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: February 20, 2018
RE: Authorize letter of support for PRISM

BACKGROUND:

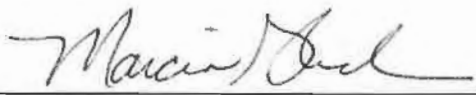
Megan Taylor of PRISM has requested a letter of support from the City of Robbinsdale for PRISM's application for Hennepin County CDBG funding to support their Homelessness Prevention Program for residents of Robbinsdale.

ANALYSIS/CONCLUSION:

PRISM applied last year and received funds for the 2017-18 contract year. This new funding has allowed PRISM to nearly double the amount of emergency housing assistance they have been able to provide to Robbinsdale residents of the last year to help them remain in their homes. Robbinsdale's letter of support last year aided PRISM's efforts to receive this funding and they would greatly appreciate Robbinsdale's help again.

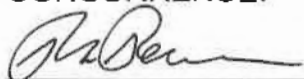
RECOMMENDATION:

By motion, authorize the Mayor to sign the letter of support for PRISM's application to Hennepin County for CDBG funding in support of the Homelessness Prevention Program



Marcia Glick, City Manager

CONCURRENCE:



Rick Pearson, Community Development Coordinator

City of Robbinsdale

4100 Lakeview Avenue North
Robbinsdale, Minnesota 55422-2280
Phone: (763) 537-4534
Fax: (763) 537-7344
www.robbinsdalemn.com



February 15, 2018

Hennepin County Community Works
Attn: Hennepin County CDBG Selection Committee
701 Fourth Avenue South, Suite 400
Minneapolis, MN 55415-1843

Dear Selection Committee Members,

The City of Robbinsdale is a member of PRISM's core five-city service area, and a proud community partner. Each year more 1,000 Robbinsdale residents access PRISM's critical basic needs services: the Marketplace Food Shelf, Housing Programs, Shop for Change Thrift Shop, and Children's Programs. Through these services, PRISM helps low-income Robbinsdale families build healthy, stable lives, thereby strengthening the entire Robbinsdale community.

We understand that Robbinsdale residents represent one of the largest groups of users of PRISM's Marketplace Food Shelf, and receive approximately 20% or more of the emergency financial assistance they provide each year.

The City of Robbinsdale supports PRISM's 2018 application to Hennepin County CDBG, which specifically requests funding for the support services, tenant advocacy, and emergency financial assistance provided through its Homelessness Prevention program. Such funds will directly benefit low-income Robbinsdale residents by helping them maintain stable housing during difficult circumstances.

PRISM's ability to provide this important service for Robbinsdale residents has become increasingly vital as suburban housing costs continue to increase, and families face the challenge of stretching their limited resources to meet the rising costs of living.

PRISM is a valued provider in our community, and we are hopeful that Hennepin County will choose PRISM as a recipient of CDBG funds this year.

Sincerely,

Regan L. Murphy, Mayor
City of Robbinsdale



City of Robbinsdale

Presentation A
MEMORANDUM

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: February 20, 2018
RE: Presentation by Waste Management

Background

The city has a contract with Waste Management for refuse, yard waste and recycling services. The contract states a company representative will provide an annual presentation to city council about their services.

Analysis/Conclusion

Jason Hartman from Waste Management is here to present information on their current collection services and answer any related questions.

Recommendation

Listen to the presentation from Waste Management followed by questions and discussion.

Marcia Glick, City Manager

CONCURRENCE:

Tom Marshall, Director of Administrative Services

MEMORANDUM

TO: Mayor and City Council

FROM: Marcia Glick, City Manager

DATE: February 20, 2018

SUBJECT: Award Bid for 2018 Bituminous Mill and Paving Project – City Project 39818

Background:

As part of the 2018 Capital Improvement Program, funding has been allocated for the treatment of streets in order to prolong the lives of the pavement. Such programs are very necessary and operate hand-in-hand with the street reconstruction program in order to maintain proper road surfaces throughout the City.

This is the third year of a wider mill and paving program that aims to resurface all streets within the City that have not already been reconstructed or that are not on the reconstruction program in the next few years. Based on resident feedback, the program continues to be very popular.

The work proposed consists of a number of different treatments, ranging from repair of localized failures, surface milling and overlaying, and reclaiming full depth pavement. The specific type of treatment has been tailored to suit the specific conditions of the selected road segments including consideration of the existing pavement thickness, in order to prolong the life of those surfaces. Included in this year's bid package is the replacement of curb sections within the selected street segments.

A plan showing the location of the proposed street segments has been included as *Attachment 1* for Council Members information.

Specifications for this work were prepared and put out for public bid.

On February 15th, 2018, bids were received and publicly opened for this project (City Project 39818). A total of 10 bids were received with bid prices ranging from \$ 916,176.42 to \$ 1,111,982.75. The Engineer's estimate for the project as bid is \$ 963,263.50. The bid summary has been included as *Attachment 2* for Council Members information.

The overall low bidder is GMH Asphalt Corporation of Chaska, MN. This company has not performed work for Robbinsdale before. References in the Cities of Plymouth and Eden Prairie indicated satisfaction with the company's performance.

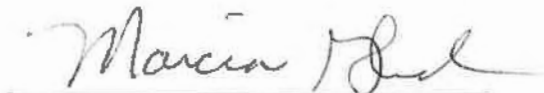
The approved 2018 Capital Works Program budget has \$ 1,000,000.00 allocated for this project. Note that it is the intent to use some of the budgeted funds to perform the 5 yearly inspections and testing of pavements which provides vital analysis of the current condition and trends of pavement degradation throughout the City.

The contract has been written to have the work performed generally between mid-July and the start of September.

Shown as *Attachment 3* is a resolution awarding a contract for the 2018 Bituminous Mill and Paving Project – City Project 39818, to GMH Asphalt Corporation of Chaska, MN.

Recommendation:

Waive the reading and order the adoption of the attached resolution awarding a contract for the 2018 Bituminous Mill and Paving Project – City Project 39818, to GMH Asphalt Corporation of Chaska, MN.

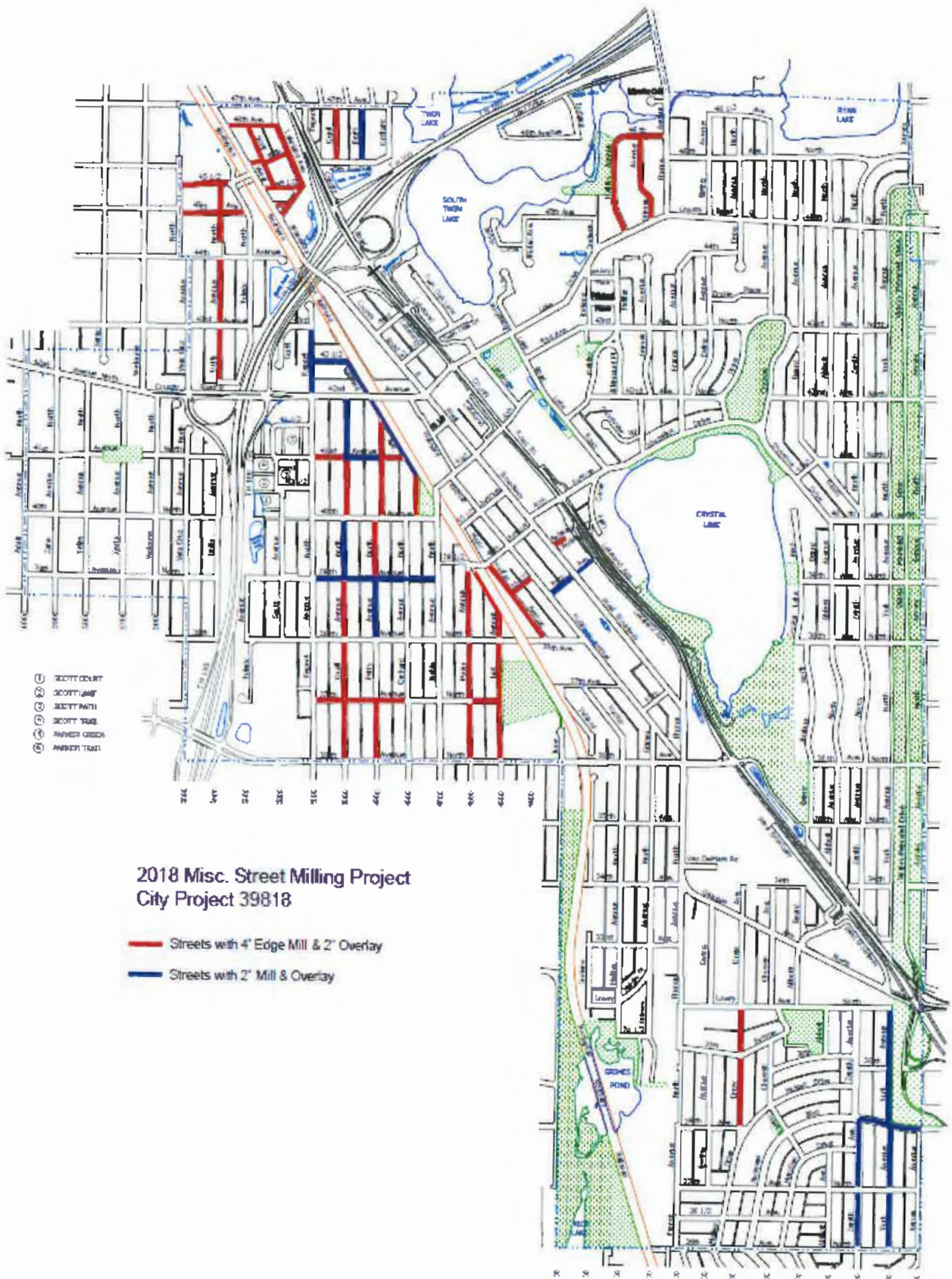


Marcia Glick, City Manager

CONCURRENCE:



Richard McCoy, P.E.
Public Works Director / City Engineer



2/15/2018



City of Robbinsdale
Project Bid Summary

Project Name: 2018 Bituminous Mill & Paving Project Contract No.:
 Client: City of Robbinsdale Project No.: 39818
 Bid Opening: 02/15/2018 1:00 PM Owner: City of Robbinsdale Public Works

Vendor Number	Business Name	Total Bid Amount	Percent Over/Under Estimate
	Engineers Estimate	\$963,263.50	
N/A	GMH ASPHALT CORPORATION	\$916,176.42	4.89% UNDER ESTIMATE
N/A	Valley Paving Inc	\$923,554.00	4.12% UNDER ESTIMATE
N/A	North Valley Inc	\$961,336.36	0.20% UNDER ESTIMATE
110650	Northwest Asphalt, Inc.	\$977,596.34	1.49% OVER ESTIMATE
1000	Omann Brother's Paving, Inc.	\$989,793.03	2.75% OVER ESTIMATE
N/A	Asphalt Surface Technologies Corp.	\$993,761.50	3.17% OVER ESTIMATE
N/A	Park Construction Company	\$999,424.90	3.75% OVER ESTIMATE
N/A	C.S. McCrossan Construction, Inc.	\$1,044,361.75	8.42% OVER ESTIMATE
N/A	Hardrives Inc.	\$1,088,693.25	13.02% OVER ESTIMATE
N/A	Bituminous Roadways, Inc.	\$1,111,982.75	15.44% OVER ESTIMATE

Member _____ moved and Member _____ seconded a motion that the following resolution be read and adopted this 20th day of February, 2018.

RESOLUTION NO.

A RESOLUTION ACCEPTING BIDS AND AWARDING
CONTRACT FOR 2018 BITUMINOUS MILL AND PAVING PROJECT –
CITY PROJECT 39818

WHEREAS, pursuant to an advertisement for bids for the milling and overlay of selected City street segments, bids were received, opened and tabulated according to State Law, and the following bids were received complying with the advertisement:

Contractor	Bid Price
GMH Asphalt Corporation	\$ 916,176.42
Valley Paving Inc.	\$ 923,554.00
North Valley Inc.	\$ 961,336.36
Northwest Asphalt Inc.	\$ 977,596.34
Omann Brother's Paving Inc.	\$ 989,793.03
Asphalt Surface Technologies Corp.	\$ 993,761.50
Park Construction Company	\$ 999,424.90
C.S. McCrossan Construction, Inc.	\$ 1,044,361.75
Hardrives Inc.	\$ 1,088,693.25
Bituminous Roadways Inc.	\$ 1,111,982.75
Engineer's Estimate	\$ 963,263.50

WHEREAS, it appears that GMH Asphalt Corporation of Chaska, Minnesota, is the lowest responsible bidder;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBBINSDALE, MINNESOTA:

1. The Mayor and City Manager are hereby authorized and directed to enter into an agreement with GMH Asphalt Corporation in the name of the City of Robbinsdale for City Project 39818 according to plans and specifications therefore approved by the City Council and on file in the office of the City Engineer.
2. The City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

The question was on the adoption of the resolution and upon a vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 20TH DAY OF FEBRUARY, 2018.

Regan L. Murphy, Mayor

ATTEST:

Tom Marshall, City Clerk

(SEAL)



MEMORANDUM

TO: Mayor and City Council
FROM: Marcia Glick, City Manager
DATE: February 20, 2018
RE: V18-1 Variance request to height limitations for a detached garage at 4375 Ewing Ave. N.

BACKGROUND:

John Muldowney & Susanne Chesin have requested a variance to the height standards for accessory buildings. They intend to build a detached garage in their rear yard that will have a room above the garage. The second story will exceed the 16 ft. building height maximum standard as well as being higher than the principal structure (the house). On February 15, the Planning Commission conducted a public hearing for the variance request. The meeting minutes are included as **Exhibit 1**.

ANALYSIS/CONCLUSION:

The report prepared for the Planning Commission is included as **Exhibit 2**. The report provided detail concerning the requested two-story accessory structure. Alternative findings for both approval and denial were offered to the Planning Commission because there were pros and cons to consider whether to grant or deny the variance.

The neighbor across the alley who resides at 4368 France Ave. N. visited staff and provided a letter objecting to the variance which is attached as **Exhibit 3**. The letter raises a number of objections ranging from their interpretation of the code language and findings in support of the variance to procedural issues and the level of detail provided by the applicant.

Another neighbor who resides at 4373 France Ave. N. left a lengthy voice mail in support of the variance. She could not attend the public hearing.

At the public hearing, there was no one in attendance other than the applicant, Ms. Chesin. The Planning Commission accepted the letter of objection for the record and discussed the variance at length after the applicant provided additional information. Ms. Chesin was aware that the code would accommodate a much larger garage of 920 sq. ft., the equivalent of four garage spaces (Staff's estimation). She objected to a building with that amount of site coverage and the amount of paving needed to provide access to such a structure. Her additional narrative is provided as **Exhibit 4**.

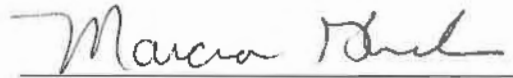
Ms. Chesin explained that the storage space was needed for her and her husband's hobbies which include: camping, canoeing, hiking, biking, skiing and snow shoeing. All have a lot of equipment that need storage. She also includes pottery and fabric printing as hobbies. Both need good light which renders their basement unacceptable for the purpose. She went on to say how much she wants to garden and considers the green space possibilities made possible by the tall garage rather than a broad garage to be extremely valuable.

Lastly, Ms. Chesin showed examples of “ribbon driveways” that have paved paths for the car wheels and landscaping or pervious materials between the paths. She was committed to installing a ribbon driveway in-lieu of standard pavement. The examples are shown in **Exhibit 5**.

After considerable discussion, the Planning Commission adopted a motion recommending approval of the variance with additional conditions including a restriction on any additional accessory structures and installing a ribbon driveway subject to the approval of the City Engineer. The dissenting commissioner felt that the applicant did not present evidence of practical difficulty and that the previous variances that had been granted did not result in accessory structures higher than the principal structures.

RECOMMENDATION:

Motion to waive the reading and concur with the Planning Commission by adopting the resolution shown in **Exhibit 6 APPROVING VARIANCE REQUEST V18-1 TO ACCESSORY STRUCTURE HEIGHT STANDARDS FOR 4375 EWING AVENUE NORTH**.



Marcia Glick, City Manager

CONCURRENCE:



Rick Pearson, Community Development Coordinator

EXCERPT FROM PLANNING COMMISSION MEETING MINUTES
OF FEBRUARY 15, 2018

#4B PUBLIC HEARING:

Consideration of Variance Request V18-1 to allow accessory structure building height increase at 4375 Ewing Ave N as requested by John Muldowney and Susanne Chesin:

13. **MOTION** by Commissioner Greenberg, seconded by Commissioner Stoneberg to **OPEN** the public hearing. **All were in favor and the motion carried.**
14. Pearson presented the staff report for this variance requesting an increase in building height for an accessory structure. Reviewed the letter from the neighbor across the alley with concerns. Received a call this evening from another neighbor, Jennifer Abbott of 4373 France Ave. N., in support of the variance – a large lot for storm water infiltration. Reviewed the history of variance requests that were approved for increased height of garages. There were conditions attached to the variances upon approval.
15. Commissioner Greenberg asked if a two-story house were built they would be able to do it following the rules? Pearson stated yes they could build it.
16. Commissioner Stoneberg asked about the amount of paving limitations? Pearson stated that there is no maximum impervious standard or setback for parking.
17. Discussion continued on garage size, orientation of garage.
18. Commissioner Greenberg inquired as to what "plight" really is defined as. Pearson stated that it should be limitations caused by the land or site.
19. **MOTION** by Commissioner Ulbrich, seconded by Chair Harper to accept the letter from Amelia Hummel into the public record.
The vote was unanimous and the motion carried.
20. **Susanne Chesin and John Muldowney, 4375 Ewing Ave N.:**
Her husband was unable to attend the meeting tonight. The comments about possible future use of the garage are a Red Herring, no predicting what will be done with any property in the future. They do not plan to use additional space as living space. Would prefer to see something smaller built with lots of green space. Would like the additional space for storage and hobby space; enjoy hiking, biking, camping, skiing that requires a lot of equipment. She also does pottery using a pottery wheel and fabric printing as hobbies, both requiring good lighting. Husband performs maintenance on cars but is not a hobby just makes it safer. He also does woodworking and metal work as a hobby. Does not use

the property in an unauthorized fashion now and receiving a variance for garage height is not going to change that.

Will be raising the value of their property and improving the value of everyone's property in the neighborhood. Will be incorporating a ribbon driveway to prevent storm water runoff. Would not place garage in northwest corner because it is prime vegetable growing location for sunlight. Will be landscaping whole yard this year. Plans to convert attached garage to dining room.

Addressed practical difficulties (plight)...would force them to build something ugly, soulless, behemoth of a structure. Plans to build a 2-plus car garage with a service door, no windows on the south side according to [building] code.

21. Pearson addressed the impact of shade...in the morning over the alley, afternoon shade would be on applicants lot.
22. **MOTION** by Commissioner Ulbrich, seconded by Commissioner Stack to **CLOSE** the public hearing. **The vote was unanimous and the motion carried.**
23. Commissioner Stack supports the variance request likes the trade-off for more green space. Does feel practical difficulties are important consideration but are not mandatory.
24. Commissioner Ulbrich supports the variance. Height is not that big of an issue.
25. Commissioner Stoneberg likes residents fighting for green space. A four stall garage would not look good, the 5 feet additional height would not be a problem...no shed is good.
26. Commissioners Ulbrich and Stack would like to see the curb cut removed.
27. Chair Harper does not see the practical difficulties. Larger garage would impact the light of neighbors. Precedent set by previous variances granted not really the same.
28. **MOTION by Commissioner Greenberg, seconded by Commissioner Ulbrich to recommend that the City Council:**
 - a. Approve Variance request V18-1 to accessory structure height standards for 4375 Ewing Avenue North based upon the following findings of fact:
 - i. That the variance supports an accessory use which is consistent with the policies of the comprehensive plan;
 - ii. That the Variance supports efficient expansion of living and accessory storage space with a minimal increase in the amount of impervious surface which is consistent with policies in the comprehensive plan.

- iii. That the Variance allows for the efficient expansion of a house built in 1955 with an attached garage.

And with the following conditions:

1. That sewer and water will not be extended to the accessory structure;
2. That the structure cannot be used as a dwelling unit or for a home occupation;
3. That the driveway serving the attached garage converted to living space be removed.
4. That there will be no additional accessory structures.
5. That some combination of pervious materials on driveways should be installed.

The vote was 4-1 and the motion carried. (nay: Chair Harper)

**Agenda Item #3B
February 15, 2018**

ADMINISTRATIVE STAFF REPORT

APPLICANT: John Muldowney & Susanne Chesin
CASE NO: Variance Request V18-1
ADDRESS: 4375 Ewing Ave. N.
PC DATE: February 15, 2018
APPLICATION DATE: January 18, 2018
PROCESSING DEADLINE: **March 16, 2018**

ACTION/REQUEST:

John Muldowney & Susanne Chesin have requested a variance to the height standards for accessory buildings. They intend to build a detached garage in their rear yard that will have a room above the garage. The second story will exceed the 16 ft. building maximum height standard as well as being higher than the principal structure (the house). The location is shown in **Attachments A & B**.

BACKGROUND/ANALYSIS:

A survey and concept garage building elevations are included as **Attachment C**. Two alternatives are shown for the garage roof design. The subject property is a corner lot and the house currently has an attached garage that will be converted into living space. The variance is requested from the following relevant City Code sections:

Section 510.11, Subd. 1, Accessory structures.

- (i) In no case shall an accessory building exceed the height of the principal building.
- (j) Accessory buildings shall not exceed 16 feet in height.

The applicant has told staff that the intended use of the space above the garage is for storage and hobbies. Ms. Chesin is into gardening and has previously told staff that the driveway to Ewing will be removed making space for a garden.

The lot is large, 75 ft. wide by 127 deep (9,558 sq. ft. in area). During a site visit, staff observed that the block between France and Ewing is mostly rambler style single level houses, although there are several two-story homes across France Avenue where it curves and transitions into 44th Ave. N. The elevation of the building site appears to be about two feet lower than that of the house.

The concept for the garage shows that it is not a full 2-story structure. The two roof designs show it is a 1 ¾ story structure. The peak of the gable is 22 ft. 9 in. and the lowest part of the eave is about 17.5 feet in height.

Staff's primary concern is to ensure that the room above the garage does not become a separate dwelling unit, or living space in addition to blending in with the neighborhood. Sewer or water service should not be allowed to be extended to the garage. The neighboring property owner from across the alley (4368 France) expressed concern over the possibility of the upper level becoming a rental unit or even AIRB&B. She did not feel strongly about the height of the garage if it were simply storage space.

It should also be noted that there is no prohibition of the remodeling of the single story rambler houses in the neighborhood into two-story houses.

Variances

The City Council, acting as the board of appeals and adjustments, upon receipt of the recommendation from the Planning Commission, shall have the authority to consider and grant variances to the provisions of this code, including the expansion of nonconformities subject to the following:

1. Variances shall only be granted;
 - a. When the variance is in harmony with the purposes and intent of the code;
The variance would intensify the use of the rear yard by allowing accessory storage space, but minimizing the amount of additional impervious surface; and
 - b. When the variance is consistent with the comprehensive plan.
The expansion of living space within the existing footprint of the principal structure and development of the garage and storage space in the rear yard are consistent with the low density residential land use designation in the comprehensive plan;
2. As part of the determination of whether to grant a variance, the applicant may also be required to establish that there are practical difficulties in complying with this code. "Practical difficulties," as used in connection with the granting of a variance means that:
 - a. the property owner proposes to use the property in a reasonable manner not permitted by the code;
The variance would facilitate the creation of an efficient means of creating garage storage space; without the variance, the property owner could build a larger single story garage that has additional storage space on the ground level;
 - b. the plight of the landowner is due to circumstances unique to the property and not created by the landowner
The house was constructed with an attached single car garage in 1955. The conversion of that space to living space and constructing a detached 2-car garage in the rear yard is the most efficient means of expanding the use of the property; and
 - c. the variance, if granted, will not alter the essential character of the locality.
The 1 ¾ story garage would be the only building on the block higher than a rambler with two exceptions along 43rd Ave. N. There are several two-story single and two-family homes on the west side of France Ave. N

as it transitions to 44th Ave. N. There is no prohibition for homes to be expanded to 2 stories.

Staff does not feel strongly in support or denial of the variance. The garage could be built with a larger foot-print for more storage space without the need for a variance. Another consideration is that the garage will not be visible from Ewing or France Avenue North. Building a larger foot print garage with storage space on the ground would then have a higher percentage of impervious surface generating additional storm water run-off. Generally, a variance allowing an accessory structure to exceed the height of the principal structure would be supported if the topography of the property placed the accessory building at a higher elevation than the principal structure.

The property at 4364 France also converted an attached single-car garage into living space. Then, in the late 1970s, a two-car detached garage was built in the rear yard with access to the alley. The driveway in the front yard was not removed.

Therefore, alternative motions are offered.

RECOMMENDATION:

1. Hold the public hearing.
2. Motion to recommend that the City Council:
 - a. Approve Variance request 18-1 to accessory structure height standards for 4375 Ewing Avenue North based upon the following findings of fact:
 - i. That the variance supports an accessory use which is consistent with the policies of the comprehensive plan;
 - ii. That the Variance supports efficient expansion of living and accessory storage space with a minimal increase in the amount of impervious surface which is consistent with policies in the comprehensive plan.
 - iii. That the Variance allows for the efficient expansion of a house built in 1955 with an attached garage.

And with the following conditions:

1. That sewer and water will not be extended to the accessory structure;
2. That the structure cannot be used as a dwelling unit or for a home occupation;
3. That the driveway serving the attached garage converted to living space be removed.

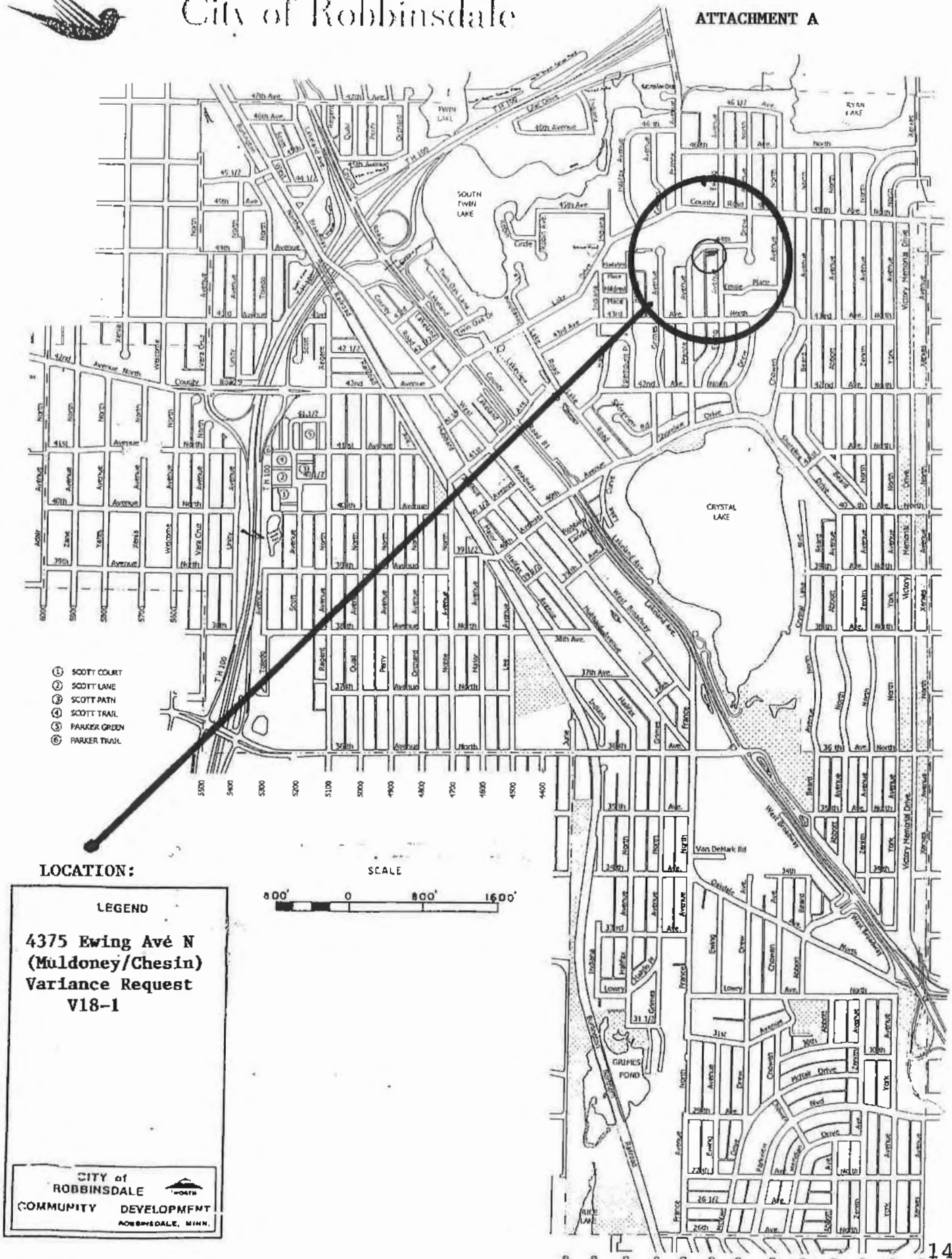
Or

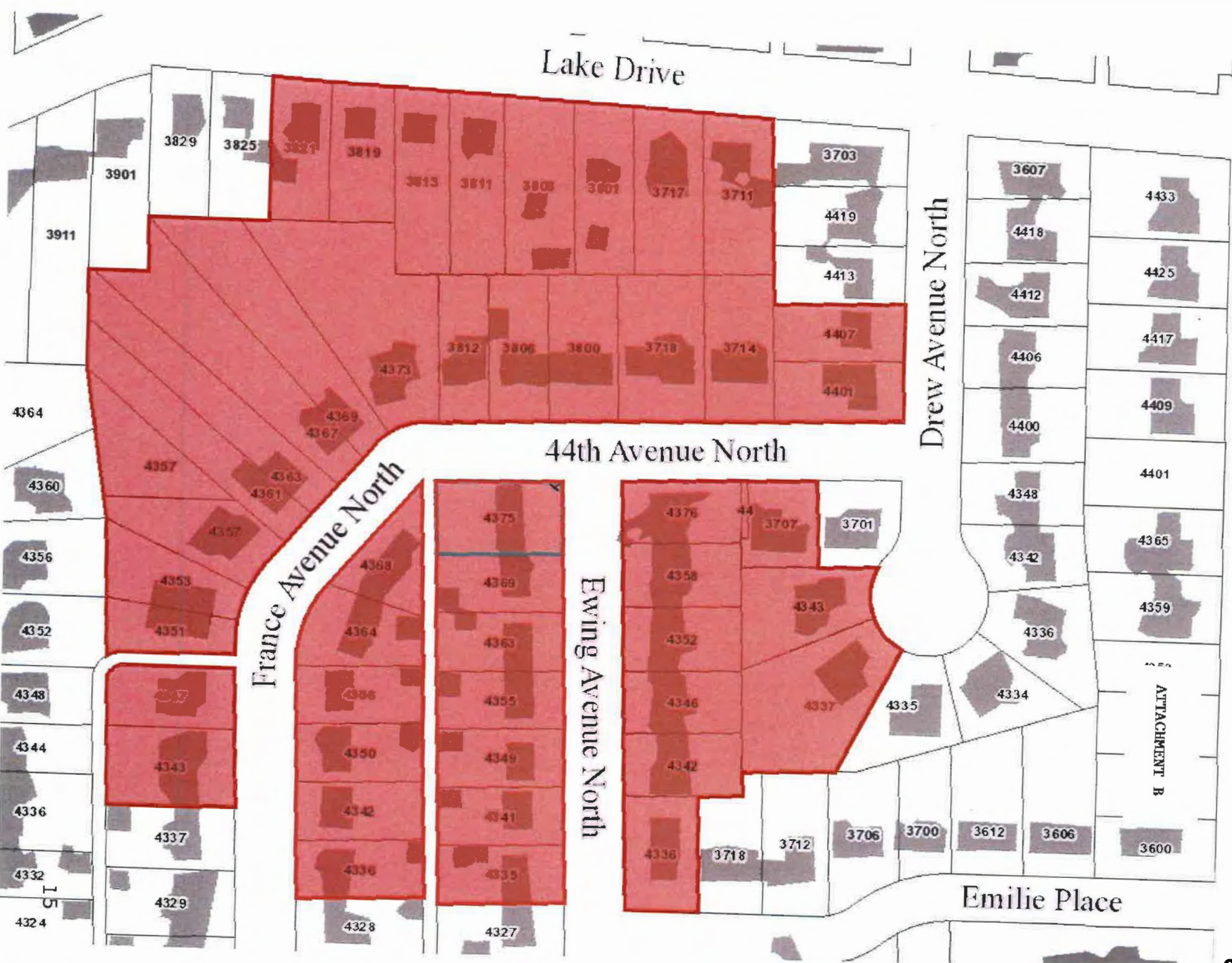
- b. Deny Variance request V18-1 to accessory structure height standards for 4375 Ewing Avenue North based upon the following finding of fact:
That the accessory structure height would exceed that of the principal structure which is prohibited in the code.



City of Robbinsdale

ATTACHMENT A

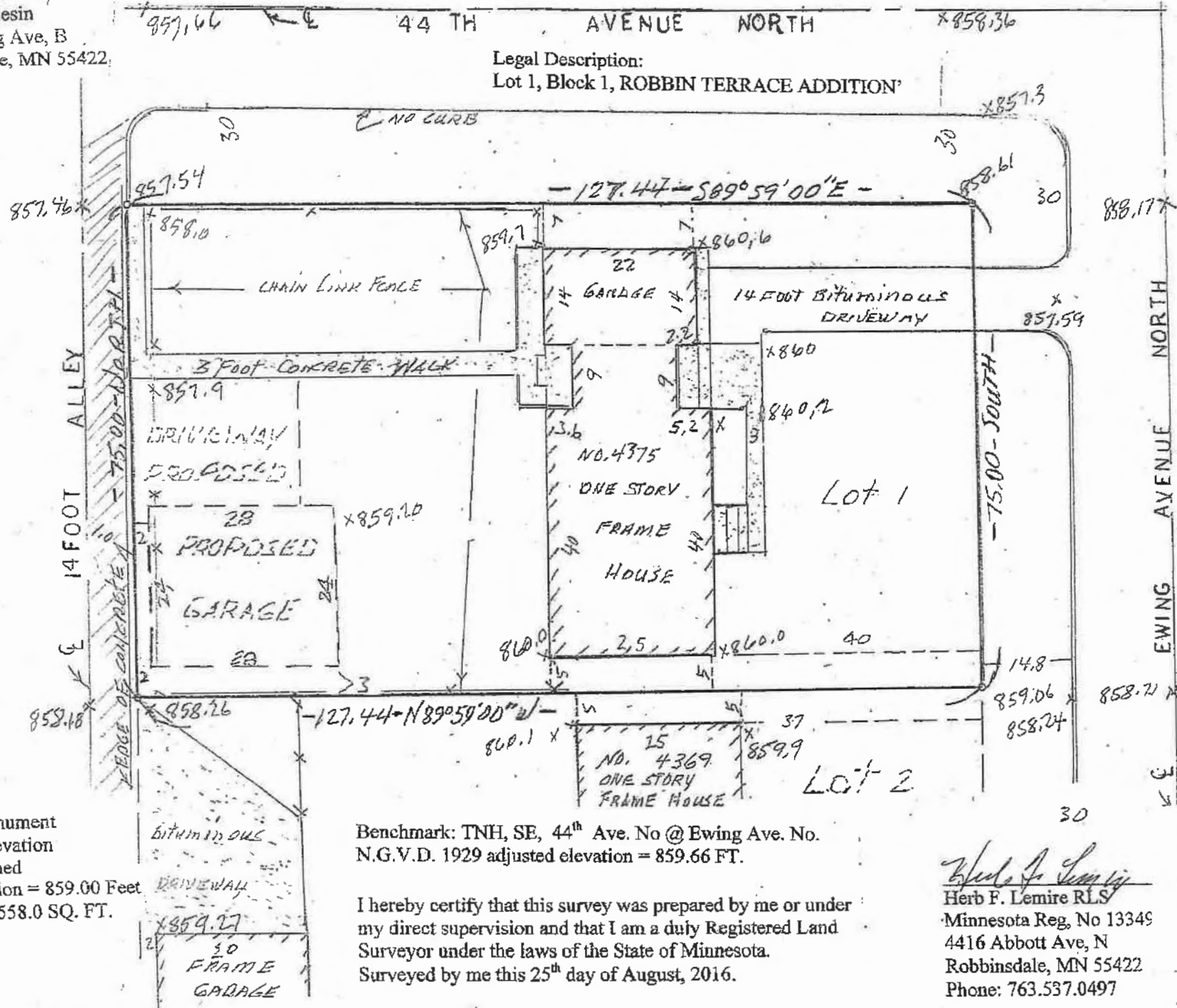




CERTIFICATE OF SURVEY

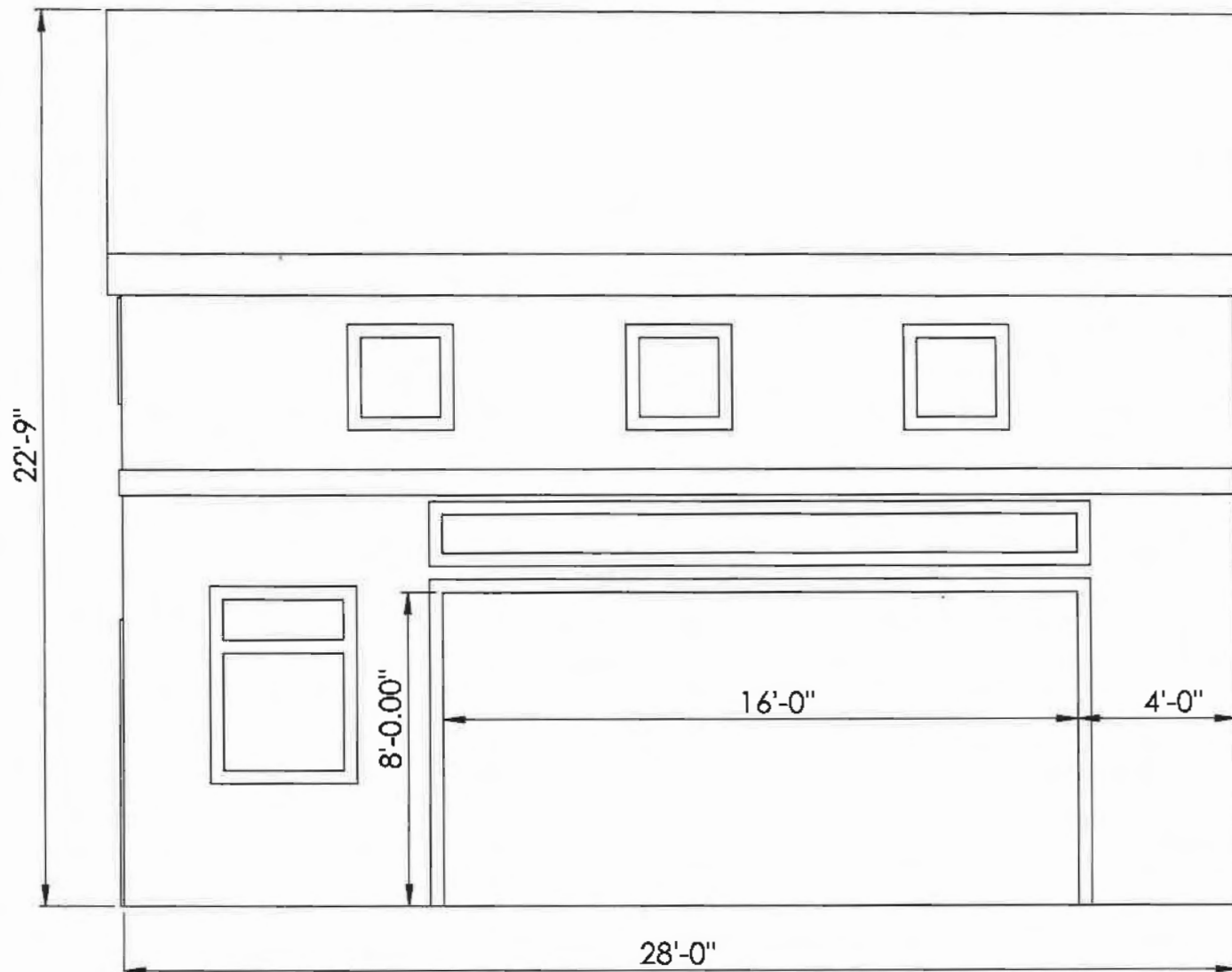
FOR: Susanne Chesin
4575 Ewing Ave, B
Robbinsdale, MN 55422

Legal Description:
Lot 1, Block 1, ROBBIN TERRACE ADDITION



B

A



Garage 1 EAST WEST RIDGE
NORTH ELEVATION
POSSIBLE VARIATION OF ROOF RIDGE

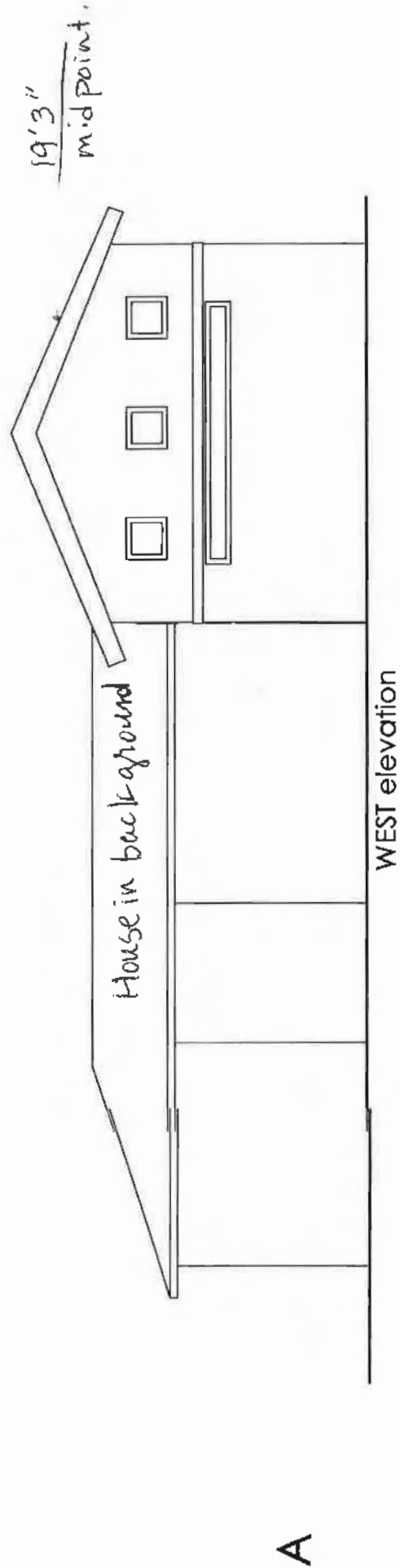
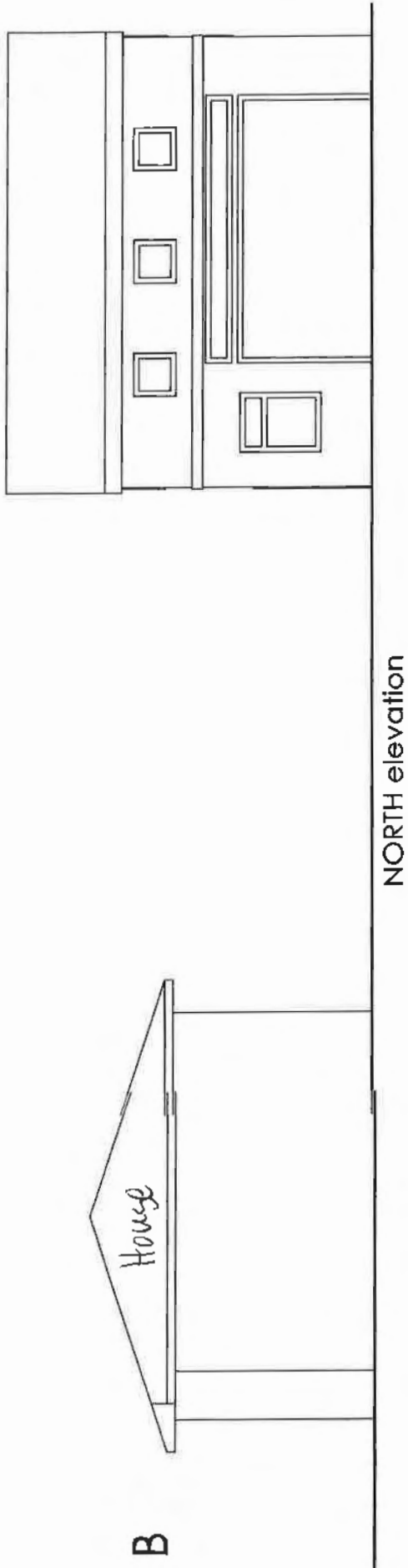
SCALE: 1:50

17

2

1

House & Garage with EAST-WEST RIDGE

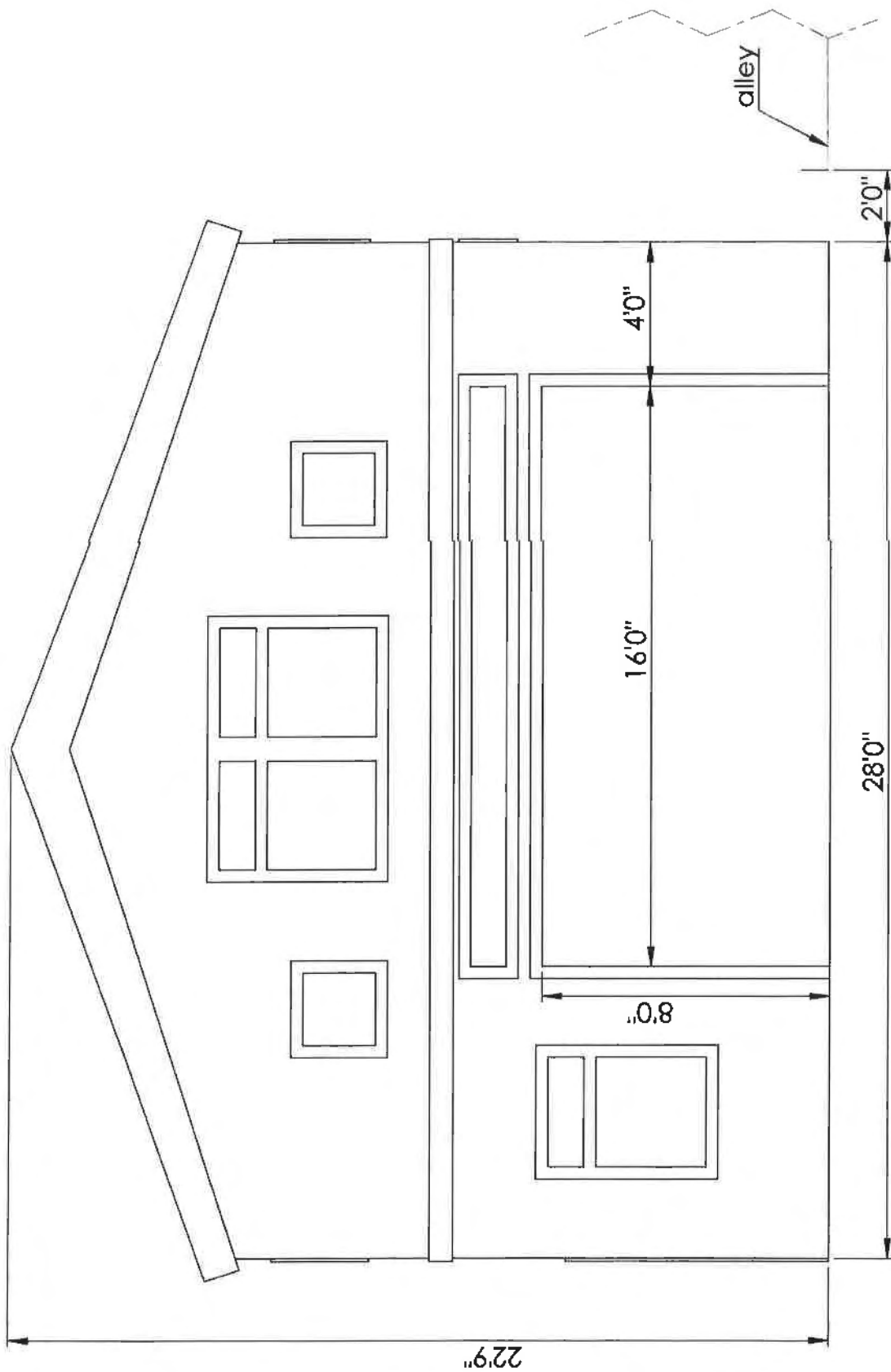


4375 Ewing Av. N.

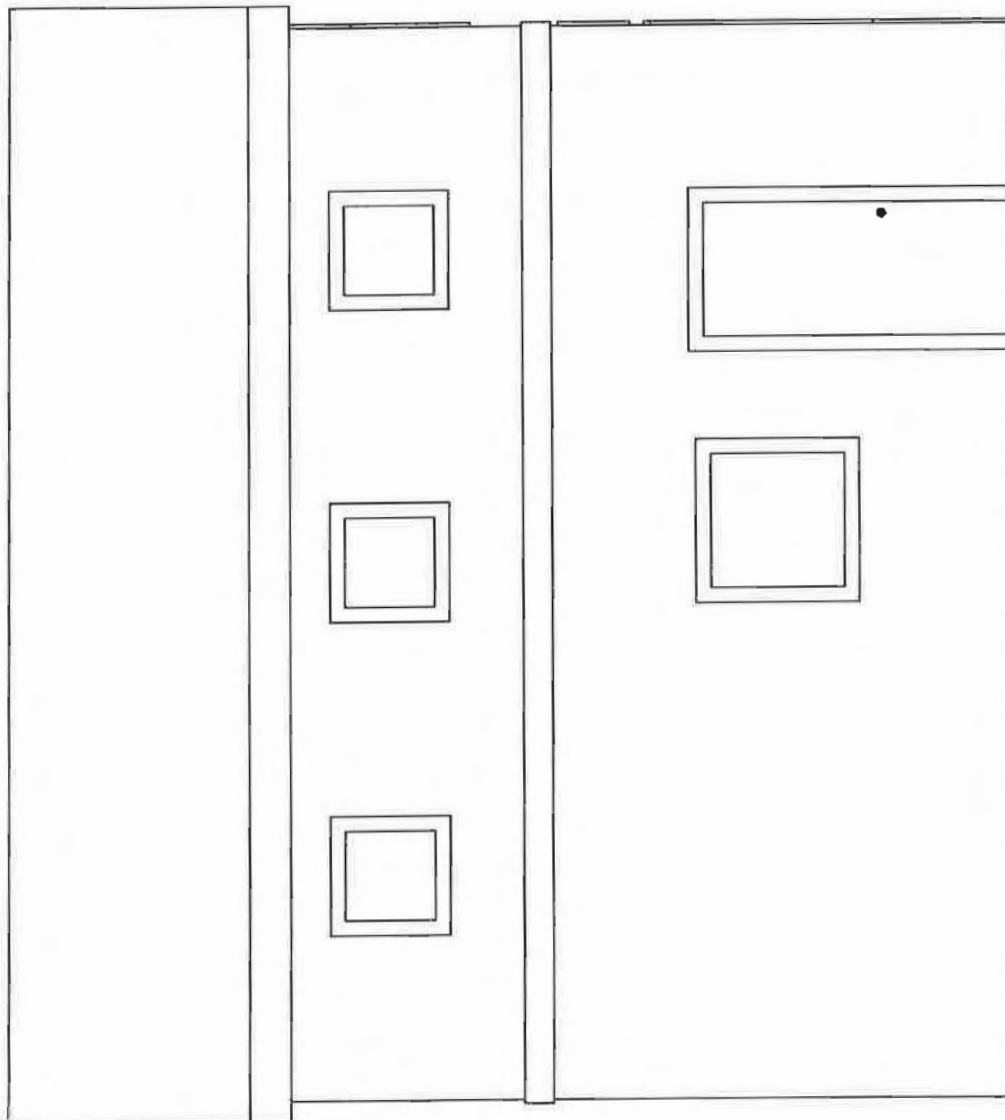
SCALE: 1/2"

2

1



NORTH ELEVATION Garage1

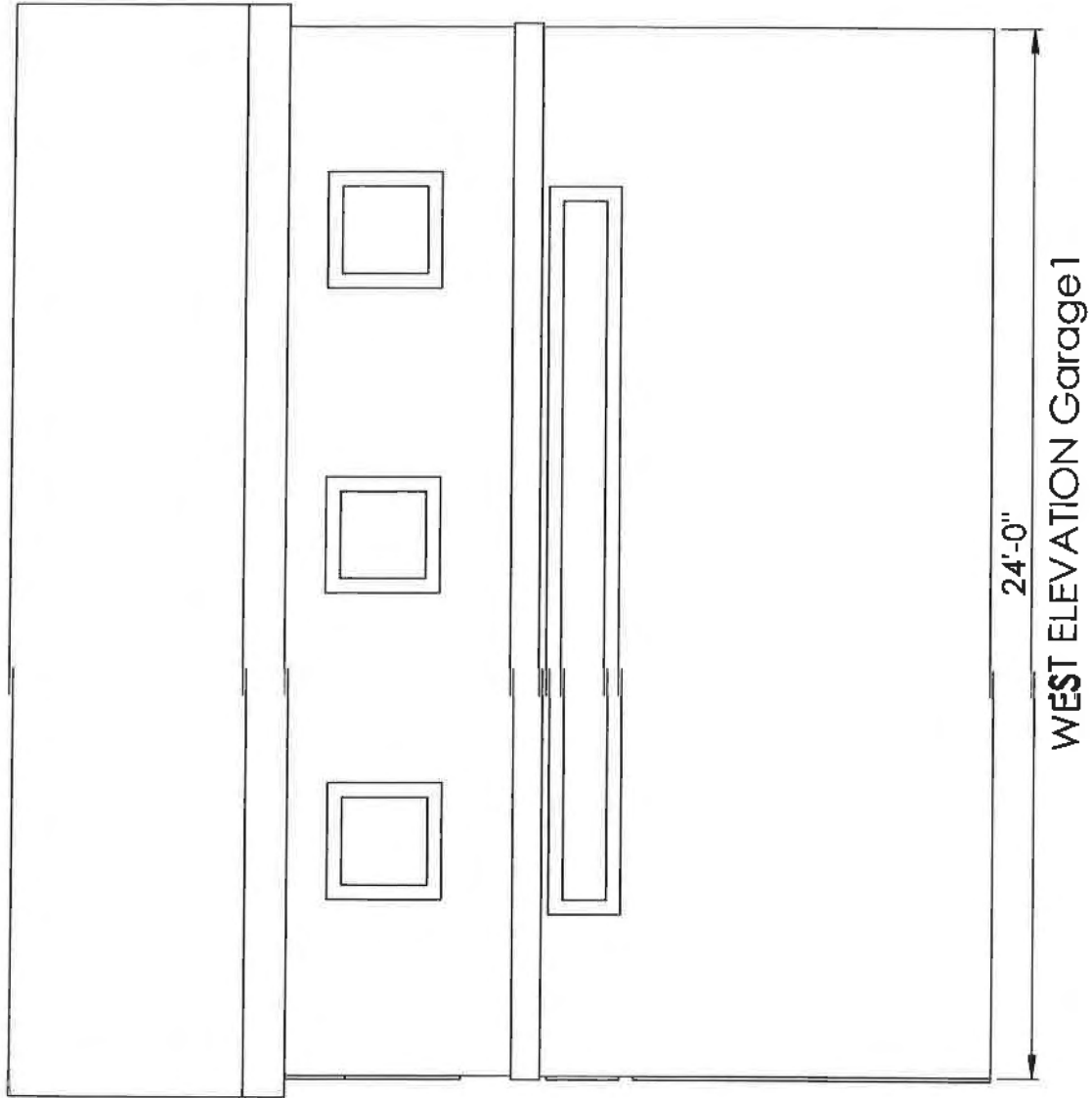


EAST ELEVATION Garage1

SCALE: 1:50

1

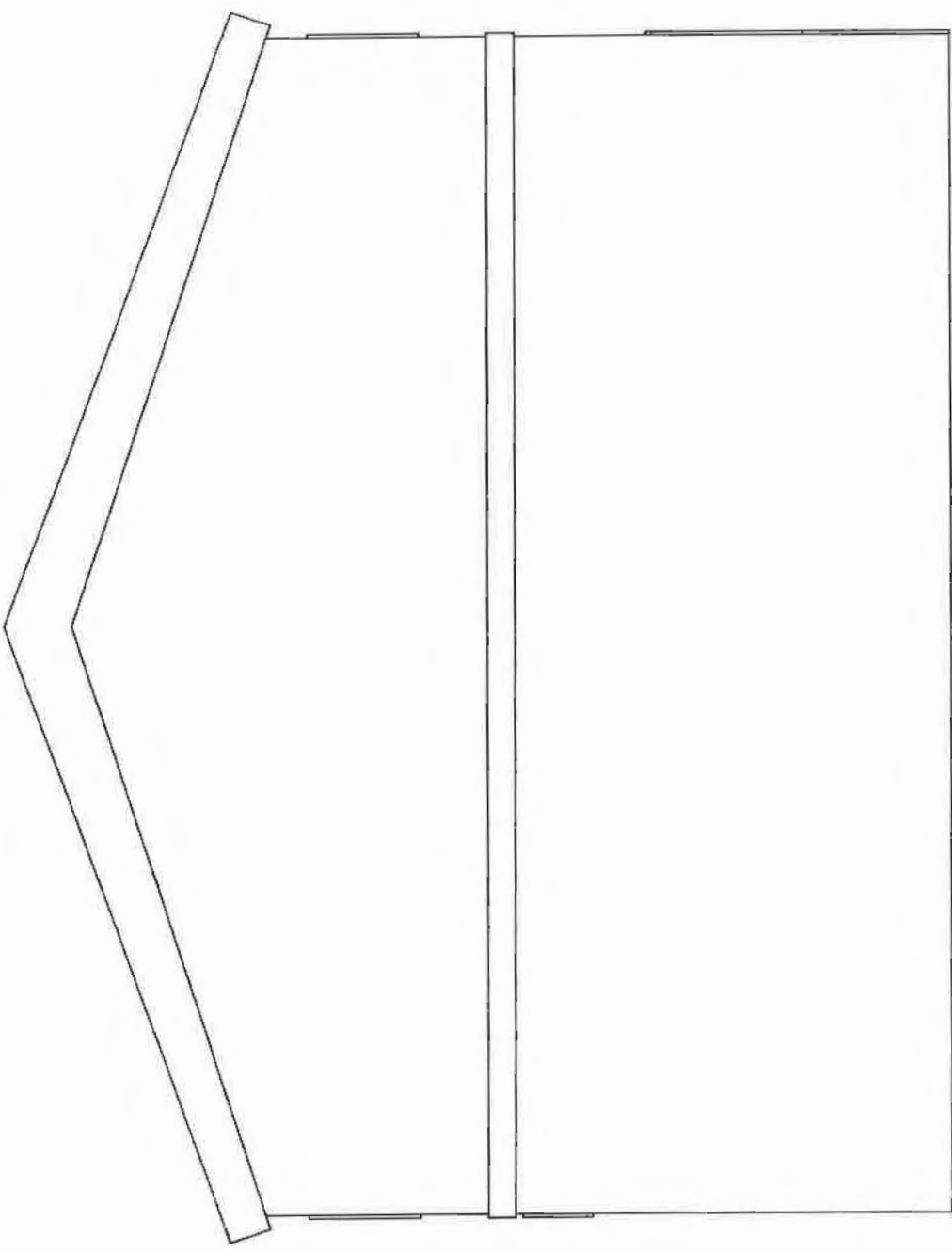
2



SCALE: 1:50

1

2



SOUTH ELEVATION Garage 1

SCALE: 1:50

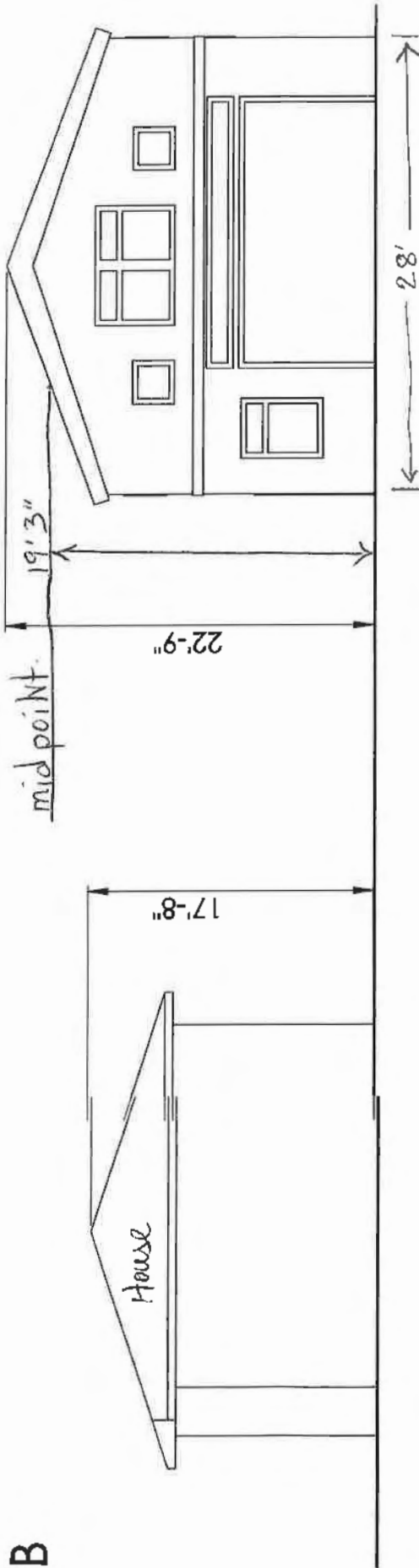
1

2

22

71

B



North Elevation House_with_Garage

A

4375 Ewing Ave N.

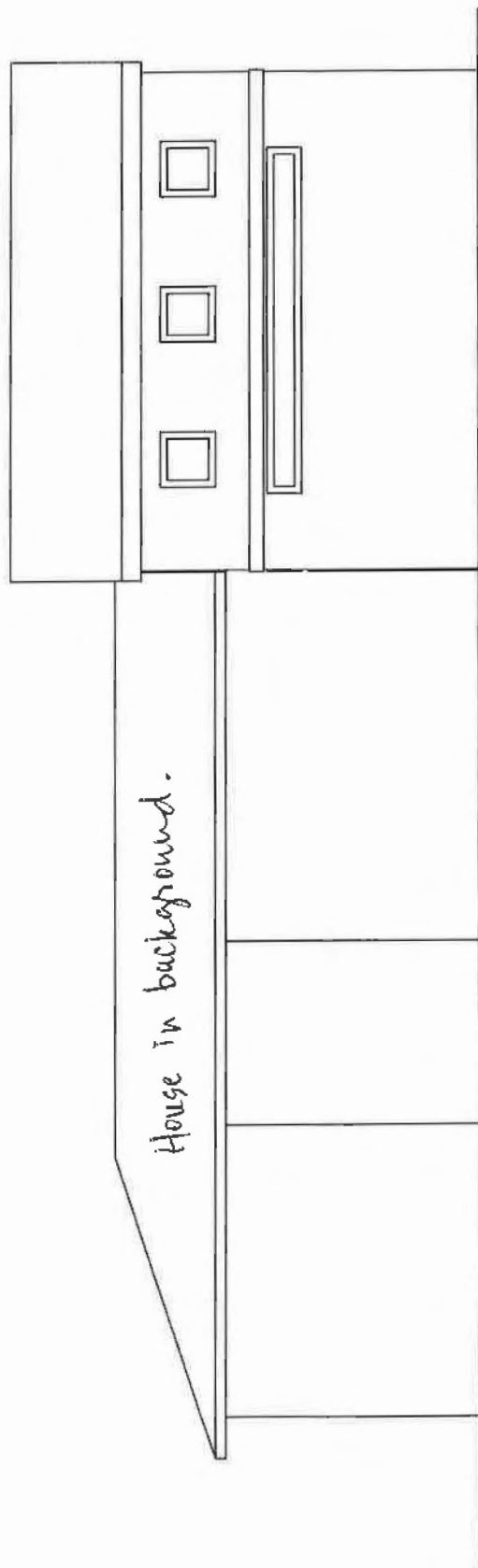
SCALE: 1/16"

2

1

23

72



West Elevation House_with_Garage

SCALE: 1:100

1

2

24

73

January, 18th, 2018

John Muldowney & Susanne Chesin
4375 Ewing Ave N, Robbinsdale, MN 55422

VARIANCE REQUEST

Height variance for garage.

We are requesting a height variance for the detached garage we are in process of building. Please see survey for placement of the detached garage (for which building permit has been applied for and received, and garaged pad has been poured and passed inspection).

Our house measures 17'8" tall. The proposed garage height is 22'9" tall. We are requesting a variance to allow the garage to be built 5'1" taller than house. The intended use of the extra space in the garage will be for storage and hobby space only.

Please note the elevation drawings submitted show the exact placement of the overhead door. As drawn, the windows and service door are representative of the fact that there will be windows and a service door, though the exact locations of those features are TBD. The point is the garage exterior will be architecturally interesting and pleasant looking; it's not going to be a big, soulless blob. All windows and doors will be placed according to city code.

The roof ridge is shown with only 2 possible variations. Until we talk to our builder more, we haven't decided which we prefer.

TO: City of Robbinsdale
 FROM: Amelia ("Amy") Hummel
 DATE: February 14, 2018
 RE: Objection to Zoning Variance Request for 2-Story Garage-4375 Ewing Ave. North - *CORRECTION*

My husband own and have lived in the home at 4368 France Avenue North since 2000. Our property is directly to the west of 4375 Ewing Ave. North, across the alley. The owners told us well in advance that they were planning to build a detached garage with a heated floor in order to work on their cars; however, they did not tell us that they intended a two-story structure, which we learned about only in the City's Notice of Public Hearing. We believe that these owners will continue to be excellent neighbors who contribute to the welfare of the neighborhood. Regretfully, however, I must object to this requested variance for several reasons.

FIRST, the requested variance would allow large and very noticeable differences with respect to two very basic and specific Code requirements:

It states in Section 510.11. Accessory structures, uses & equipment, Subd. 1. Accessory buildings permitted or conditionally permitted, that "All accessory buildings are subject to the following restrictions: (i) In no case shall an accessory building exceed the height of the principal building. [and] (j) Accessory buildings shall not exceed 16 feet in height."

The requested variance would allow the height of the garage (22'9") to exceed the height of the home by 5'1" -- and to exceed the 16' allowed height for a garage by 6'9". These are significant and very noticeable differences from the Code's very specific requirements for single-family residence neighborhoods.

SECOND, the requested variance to waive these fundamental Code Requirements does not meet the Code's standard that the waiver "will not alter the essential character of the locality."

In 535.05. Variances and appeals, Subd. 2. Authority/variances, (a) and (b), it states that a variance shall only be granted "when the variance is in harmony with the purposes and intent of the code." The Code goes on to specify that "as part of the determination of whether to grant a variance, the applicant may also be required to establish that there are practical difficulties in complying with this code. 'Practical difficulties,' as used in connection with the granting of a variance, means that:

(1) the property owner proposes to use the property in a reasonable manner not permitted by the code;

(2) the plight of the landowner is due to circumstances unique to the property and not created by the landowner; and

(3) the variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties. ..."

It must be clear that the City is clearly required to reject any variance request that does not meet these 3 Code standards.

Where the Code states, "In no case shall an accessory building exceed the height of the principal building," one must understand that the words "in no case" are meaningful and quite precise! The two Code height requirements (that a garage not ex

ceed 16' in height and that it not exceed the height of the house) together serve to establish a fundamental element of the "essential character" of our neighborhood.

It should be noted that Robbinsdale is well-known in the metro area for the "character" of its established, well-kept, "boring" and quiet neighborhoods of consisting largely of modest ranches like those found on

our block. Although there are a few two-story homes nearby, the Code's precise height limitations serve to establish the predominantly horizontal prairie/rancher "skyline" of our block and the nearby blocks.

Our corner lot and the lot where the proposed 2-story garage is located, form the northern end of a block that contains only one building that exceeds one story – a home, at the extreme southern end of the block. ****CORRECTION*** – There is one garage that exceeds 16' in height, at the southern end of France Avenue in the next block to the south. That garage is a tuck-under garage built into a steep hill (sort of like a bank barn would be), and it is part of the house on Ewing, and it is no higher than the primary structure.** Across France Avenue from our house is a 2-story duplex, with living space next to and above the ground-floor garages. But there are no detached 2-story garages anywhere in the neighborhood.

We do not have detached 2-story playhouses, music or art studios, teenage hangout rooms, or storage facilities -- and we do not have spaces for such activities above the garages on lots with (or adjacent to) single-story ranchers.

And allowing garages taller than our single-story ranchers that boast second-story activity spaces would have the effect of diminishing our homes rather than enhancing the appearance of our neighborhood.

Allowing this variance would therefore set an upsetting precedent that would change the character of the neighborhood.

By way of contrast with this variance request, one homeowner on our block (on France) who desired additional activity space has built an attractive family room onto the back of the house, and the home on the SE corner of Ewing Ave. and Emilie Place has a similar addition. These homes add to the quality of the neighborhood while conforming to its requirements and preserving its style.

THIRD, the application itself is deficient because it states that the included drawings are merely "representative of the fact that there will be windows and a service door, though the exact locations of those features are TBD." The landowners add that ***"the garage exterior will be architecturally interesting and pleasant looking; it's not going to be a big, soulless blob."*** While this verbal assurance is undoubtedly sincere, it is inadequate for the purpose of establishing that the proposed exceptional structure will not alter the character of the neighborhood. This requested variance regards not just a few inches difference in height, but 5'1" above the height of the principal structure on a lot adjacent to other modest, single-story homes, and 6'9" above the neighboring garages. Since it is up to the applicant to demonstrate that the structure will not conflict with the essential character of the neighborhood, we should at least be able to rely upon reliable drawings. Granting the variance without them would set a very irresponsible precedent.

FOURTH, with regard to items (1) and (2) above, the application is also deficient in that it gives only the most general indication of the intended use of the second floor garage space, and in that it presents no indication whatsoever of any "plight" of the applicants with respect to any "circumstances unique to the property."

With regard to these criteria, the application states only that ***"The intended use of the extra space in the garage will be for storage and hobby space only."*** Again, this requested variance regards not just a few inches difference in height, but 5'1" above the height of the principal structure on a lot adjacent to other modest, single-story homes, and 6'9" above the height of neighboring garages. This is the very sort of variance request which should include specific information about what the **"reasonable use"** of the space will be, and why the applicants need this specific variance.

Properly granting this variance would require knowing:

- *What exactly is the “plight” of the applicants?*
- *What is it about that property that makes it uniquely difficult to create additional activity and storage space anywhere other than above a detached garage?*
- *A hobby can be almost anything! What specific sorts of hobby activities (and associated materials/equipment?) require space above a detached garage? – especially since a garage is not even “living space” and cannot have plumbing or a kitchen.*
- *And what types and quantities of items are to be stored, and in what manner?*

As close neighbors, we might be particularly concerned to know this information. This garage will bring this activity closer to our home than the applicants’ home itself is.

It must be noted that some hobbies, like woodworking or cabinetry, playing certain musical instruments, playing in a band, or even listening to music, or having parties/entertaining guests, for example, may entail loud noise that might be considered undesirable within the home itself. Again, a hobby can be almost anything. Some people think of it as a hobby to be AirBnB hosts.

The Building Code does not permit venting between a garage space and its second floor, and it requires that the second-story space have a stairwell fire door that must be kept closed. So it is quite logical to assume that the unspecified windows may need to be open for ventilation during some of the unspecified activities, making noise of greater potential concern for neighbors. And ours is a quiet neighborhood. Furthermore, the staff report notes that the garage will not be visible from France Ave. or Ewing Ave.; activities and participants will not be visible from those streets either.

Some hobbies, like glassblowing or welding, or a photographic darkroom, or science experiments, may also pose a risk of serious fire or some chemical hazard. The “storage” of some kinds of items or materials in such a space above a garage may also be hazardous. We just don’t know what exact use is intended.

On the other hand, of course, the space may only be wanted for seclusion for reading or writing, quilting or painting with pastels-- or for potting plants or starting seeds or storing plants over the winter.

Actually, we are not really worried that the applicants’ own activities would disturb us, since they appear to be very quiet, careful, considerate and even helpful!

We are more concerned about:

- (1) The precedent that would be set in our neighborhood by granting a request for a very significant and noticeable variance when the applicants have not presented enough specific information to meet the requirements for granting a variance. Truly, without meaning to mock anyone, the City would be allowing a second story with an additional 6’9” of detached garage height, which violates an “**In no case**” requirement that an accessory structure not exceed the height of the primary structure -- because people say they want to do things there and store things there, and are assuring us that it will not look like a “blob.”
and
- (2) The use that possible future tenants or future owners (or their tenants) may likely make of the space. The fact that this proposed structure includes an already-complete electrically-heated floor pad (and will need significant electrical supply) makes our concerns regarding activities to be conducted on the garage’s second floor even more understandable. **The City should be mindful of the fact that, if the applicants should one day seek to rent out their property, or when the property**

is eventually sold, such a relatively large second-story space in a heated structure might attract people who intend problematic and/or non-permitted activities.

CONCLUSION:

The general principles of Codes and Variances are:

- (1) that adherence to Code is beneficial to neighborhoods;
- (2) that the purpose of granting a variance is to accommodate some known reasonable use and special situation that is unique to that property and not just to the landowner; and
- (3) that the requested variance will not change the essential character of the neighborhood.

I have demonstrated that the requested height variance is incompatible with the character of the neighborhood and must be denied for that reason.

I have demonstrated that this application for variance must be denied for lack of essential information, including:

- specific information about the nature of the intended hobbies and the items intended for storage,
- specific information regarding the site-specific burdens of adhering to Code, and
- precise architectural drawings.

I have also demonstrated that granting this requested variance would establish a detrimental precedent of permitting a very noticeable deviation from Code in the absence of circumstances unique to the property itself.

For all these reasons, we therefore request that this request for a variance be denied.

I also request that any modification of this application and/or any additional information received with respect to it, will trigger a new notification of neighbors, the preparation and submission of an amended staff report, and a new public hearing.

Thank you for your attention.

Respectfully,
Amelia ("Amy") Hummel
4368 France Ave. North
Robbinsdale, MN 55422

[REDACTED]
[REDACTED]

Rick Pearson

From: Susanne [REDACTED]
Sent: Thursday, February 15, 2018 9:35 PM
To: Rick Pearson
Cc: Susanne
Subject: 4375 Ewing Ave/ Feb 15, 2018 planning commission meeting notes

Hello Rick,

Below are the notes that I prepared for myself to address potential questions for the planning commission meeting of 2/15/2018

Please let me know if you have any questions.

Sincerely, Suzy Chesin & John Muldowney

We are applying for a variance for increased height for a detached garage we would like to build. This would allow us to have $\frac{3}{4}$ story above the cars for storage and hobby space.

We enjoy lots of outdoor activities such as camping, canoeing, hiking, biking, skiing, and snowshoeing. All of those activities account for a decent amount of equipment. It would be great to have a dry, safe storage area for all of it.

The hobbies of mine that I would like to use the space for are pottery and fabric printing. The fabric printing takes up more space than the pottery, but good light is needed for both, and this makes the basement less than ideal. Beyond having to exercise caution when using any tools/equipment, none of our hobbies require the use of dangerous chemicals or materials.

In addition to parking our cars in the garage, my husband performs most of the maintenance on our vehicles. While he appreciates doing a good job, in deference to marital harmony, I cannot claim that fixing cars is his 'hobby'. Having ample space within the garage to perform maintenance makes it safer.

~~~~~

We don't use our property in an unauthorized fashion now. Receiving a variance for garage height isn't going to change that.

For that matter, if we were intent on using the proposed structure in ways that are counter to code, **which we aren't**, we could just as easily ignore code with a 4 car garage as we could with 1  $\frac{3}{4}$  story garage.

That someone who buys our house after us, might develop ideas to use our (former) house/garage in ways that go against city code is a red herring. No one can predict the future, and potential future owners could get the wrong idea about ANYONES house.

~~~~~

Development adds to property values. We will be raising the value of our property and that in turn improves the value for everyone living in the neighborhood.

Nothing about the proposed construction would diminish or negatively impact the use of neighbors own properties, or the quality of enjoying them.

~~~~~

If the variance is approved, the foot print of the garage would be 672 square feet, and we hope to install a ribbon driveway, for a total of about 820 sq. feet of hard surface.

The other part of this project is to convert the current garage to living space and remove the driveway going to Ewing Av, freeing up even more valuable green space.

Because of the relative small size of the project, it will greatly reduce water runoff.

Also because of the small size and building orientation, we would be able to capture the majority of water runoff.

The smaller foot print will also allow for much more space for landscaping, which is another of my hobbies. We plan to have the yard graded and landscaped in 2018 and I would like to maximize the green space to be able to landscape.

It allows for a much more efficient use of space.

We will reduce storm water runoff and be able to capture the majority of it. It will allow for a much greater degree of green space to landscape, which beautifies the environment and adds to the appeal of the neighborhood.

A 1 ¾ story garage can be made very attractive with the inclusion of doors, windows, and quality siding, which is our plan.

Unfortunately, if we go with the building plan that is to-code, the additional cost will not allow for us to include any features beyond what is required by code, which will lead to a very unsightly building in our view.

A compact building will visually be much less intrusive.

~~~~~

The alternate plan is one that is ***completely to code and does not require a variance.***

It allows us to build a garage of 920 square feet, which would also be located in our back yard.

Because of its orientation and size, it needs a set back from the alley by 16 feet, so the driveway will be approximately 18 feet wide and almost as wide as the 3+ care garage, adding another 720 sq. feet of hardscape.

In this scenario, the hardscape would equal about 1640 sq. feet, and the limitations are such that we would not be able to capture storm water runoff. This would also leave significantly less space for landscaping.

The building plan that would be to-code could be a 4 car garage that will directly face the back of the neighbors' to the west house (4368 France Av N) with garage doors that open to the back of 4368 France Av, with a substantial driveway, also directly facing the back of said property. There is no way that this

potential structure will be anything but ugly. It will be objectively, exceeding ugly. There is no way I care to be responsible for creating such an utterly ugly structure. It offends my sensibilities.

Unfortunately, if we go with the to-code building plan, the additional cost will not allow for us to include any features beyond what is required by code, which will lead to a very ugly building.

~~~~~

The application for a variance doesn't require architectural rendering. We've included sketches with the variance application to show the location and orientation of the proposed garage.

At the point where we apply for the building permit, we will of course include full construction plans as is required. These will detail the location of all windows, doors, framing and all necessary construction details.

The cost of having full architectural renderings created will be a minimum of \$6,000.00 – \$8,000.00. Rather than gamble that amount of money on a variance that may not be approved, we will just proceed with the to-code plan which won't require architectural renderings and will accept the full construction plans that are required.

A ribbon driveway using concrete.

Notice attractive plant material interspersed between the tracks of the driveway.

This greatly reduces storm water runoff, in addition to beautifying the driveway scene.

The plants we would choose would be low growing and appropriate to our climate and the growing conditions specific to the site.



A ribbon driveway using paving brick.

Notice attractive plant material interspersed between the tracks of the driveway.

This greatly reduces storm water runoff, in addition to beautifying the driveway scene.

The plants we would choose would be low growing and appropriate to our climate and the growing conditions specific to the site.



This picture is used ONLY to illustrate how a ribbon driveway can have tracks that *curve* to meet the road or alley.

There will still be plant material interspersed between the tracks of the driveway.

This greatly reduces storm water runoff, in addition to beautifying the driveway scene.

The plants we would choose would be low growing and appropriate to our climate and the growing conditions specific to the site.



Member \_\_\_\_\_ moved and Member \_\_\_\_\_ seconded a motion that the following resolution be read and adopted this 20th day of February 2018.

**RESOLUTION NO.**

**A RESOLUTION APPROVING VARIANCE REQUEST V18-1 TO ACCESSORY  
STRUCTURE HEIGHT STANDARDS FOR 4375 EWING AVENUE NORTH  
(Muldowney & Chesin)**

**WHEREAS**, the property owners of 4375 Ewing Avenue North have converted their attached garage to living space and desire to construct a detached garage in the rear yard with a second level room that requires a variance to accessory building height standards; and

**WHEREAS**, the Planning Commission conducted a public hearing as required on February 15, 2018; and

**WHEREAS**, the Planning Commission adopted a motion recommending approval of Variance request 18-1 to accessory structure height standards for 4375 Ewing Avenue North based upon the following findings of fact:

- i. That the variance supports an accessory use which is consistent with the policies of the comprehensive plan;
- ii. That the Variance supports efficient expansion of living and accessory storage space with a minimal increase in the amount of impervious surface which is consistent with policies in the comprehensive plan;
- iii. That the Variance allows for the efficient expansion of a house built in 1955 with an attached garage; and

**WHEREAS**, the Council accepts these findings;

**NOW THEREFORE BE IT RESOLVED**, by the City Council of the City of Robbinsdale that Variance request V18-1 to allow an accessory structure to exceed the height of the principal structure and have an overall building height of 23 feet for the property at 4375 Ewing Ave. N. shown in the plan and legally described in "**Attachment A**" is hereby approved pursuant to Section 510.11, Subd. 1 (i) and (j) and Section 535.05 with the following condition(s):

1. That sewer and water will not be extended to the accessory structure;
2. That the structure cannot be used as a dwelling unit or for a home occupation;
3. That the driveway serving the attached garage converted to living space be removed;
4. That no other accessory structures will be allowed on the property; and
5. That the driveway consist of a combination of pervious and impervious materials subject to the approval of the City Engineer.

The question was on the adoption of the resolution and upon a vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

**WHEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND  
ADOPTED THIS 20TH DAY OF FEBRUARY 2018.**

ATTEST:

\_\_\_\_\_  
Regan L. Murphy, Mayor

\_\_\_\_\_  
Tom Marshall, City Clerk  
(Seal)



City of Robbinsdale

**New Business C**  
**MEMORANDUM**

TO: Mayor and City Council  
FROM: Marcia Glick, City Manager  
DATE: February 20, 2018  
RE: First Reading of ordinance amending sections of City code removing mention of fees being set by resolution

---

**Background**

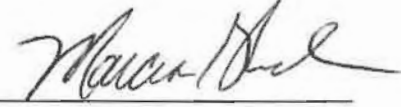
Through research, staff found that the League of Minnesota Cities recommends that cities set fees by ordinance and not resolution unless allowed specifically by State Statute. Historically, it has been the city's practice to update fees that are not currently mentioned in State Statute by resolution. On February 7<sup>th</sup>, 2018 City Council held the second reading of Ordinance 18-01 which codified the City's fee schedule Appendix B. 18-01 is set to become effective March 17<sup>th</sup>. Areas in city code that note the change of fee done by city council resolution needs to be removed to stay consistent. Those changes are included in this ordinance as well as adding Appendix B to code language.

**Analysis/Conclusion**

This ordinance change will update language in the code to conform to Ordinance 18-01 and remove any language conflict regarding fees.

**Recommendation**

By motion, hold the First Reading of Ordinance 18-XX,"AN ORDINANCE AMENDING VARIOUS SECTIONS OF CITY CODE REMOVING REFERENCES TO FEES BEING SET BY RESOLUTION" as shown in Attachment 1.

  
Marcia Glick, City Manager

CONCURRENCE:

  
John Tingley, Assistant to City Manager

Member \_\_\_\_\_ moved and Member \_\_\_\_\_ seconded a motion that the following ordinance, which was given its first reading on the 20th day of February 2018, be given its second reading on this \_\_\_\_ day of \_\_\_\_\_, 2018 and that it be adopted.

# ORDINANCE NO. 18-XX

## AN ORDINANCE AMENDING VARIOUS SECTIONS OF CITY CODE REMOVING REFERENCES TO FEES BEING SET BY RESOLUTION

THE CITY COUNCIL OF THE CITY OF ROBBINSDALE DOES ORDAIN:

Section 1) Purpose: The purpose of this ordinance is to uniformly point to Appendix B as the location for finding City fees and to remove outdated requirements.

Section 2) That City Code Section 117 Administrative Penalties is hereby amended to read as follows:

117.01 Administrative Penalties. Subdivision. 4. Administrative offenses, schedule of fines and fees.

(c) ~~The City Council must adopt by resolution a schedule of recommended~~ fines and fees for offenses subject to an administrative citation in set forth in Appendix B.

117.01 Administrative Penalties. Subdivision. 6. Requests for a hearing/appeal.

(c) A hearing request filing fee shall be paid simultaneously with the filing of the notice of appeal. ~~The hearing request fee will be in the amount adopted by resolution by the City Council is~~ set forth in Appendix B. The fee is refundable as provided in the hearing officer's decision. In cases where a violation was found to have occurred, the hearing office may apply the refund towards the citation payment as provided in the hearing officer's decision.

Section 3) That City Code Section 400 Building Code is hereby amended to read as follows:

400.05. Permit Fees. Subdivision 1. ~~Resolution Fee Schedule.~~ The fees for building, plumbing, mechanical, and other permits by this chapter are set by Appendix B. The issuance of permits and the collection of fees shall be as authorized by Minnesota Rules Chapter 1300. In addition, a surcharge fee shall be collected on all permits issued for work governed by this code in accordance with Minnesota Statutes Section 326B.148.

~~400.05. Permit Fees. Subdivision 2. Copy filed. Three copies of the fee resolution are filed in the office of the city clerk for ready reference by the city officials and the public.~~

Section 4) That City Code Section 405 Licensed Construction Activities is hereby amended to read as follows:

405.01. Plumbing. No person may engage in the business of installing, altering, extending, repairing or maintaining plumbing work or house drainage or connecting plumbing installations without a license from the city. Licenses will be issued only to individuals or contractors as provided by the applicable statutes of the state. A person not so licensed may do plumbing work which complies with the provisions of the minimum standards prescribed by this chapter on premises or that part of premises owned and actually occupied by the person as a homestead if the

person files with the building official an affidavit showing that the person performed the actual work in the homestead. Application for the license is made to the city council and such license will be granted upon proof of the applicant's qualifications and upon the filing of a certificate of insurance to the city with public liability insurance of not less than \$1,500,000 combined single limit issued by an insurance company authorized to do business in the state of Minnesota. In lieu of the insurance requirements above, insurance with the state of Minnesota will be accepted in accordance with Minnesota Statutes, section 326.40. The annual fee for a license to engage in the business of plumbing is ~~fixed by council resolution~~ set forth in in Appendix B. Plumbing licenses expire annually on December 31. Applications for licenses are considered by the city council, and, if approved by the city council, a license will be issued by the city clerk. Licenses are not transferable. The license fee is paid to the city clerk at the time of filing on the application. The license fee may not be prorated.

Section 5) That City Code Section 415 Parking Ramps is hereby amended to read as follows:

415.05. Certificates. Subdivision 1. Issuance. A person desiring a certificate must make application therefor to the clerk on a form provided for that purpose. The application must be reviewed by the director and will be approved by the director if the application complies with the provisions of this section. Upon receipt of an approved application and the fee ~~fixed by council resolution~~ set forth in Appendix B, the clerk must transmit the application to the council. If the council grants the certificate the clerk will issue to the applicant a certificate.

Section 6) That City Code Section 425 Property Maintenance Code is hereby amended to read as follows:

425.35. Appeals. Subdivision 1. Right of appeal. Any person aggrieved by a compliance order may appeal the compliance order to the City Council. Such appeals must be in writing, must specify the grounds for the appeal, must be accompanied by a filing fee in cash or cashier's check, and must be filed with the City Clerk within ten business days after service of the compliance order. The filing fee is ~~set by Council resolution~~ set forth in Appendix B. The filing of an appeal shall stay all proceedings in furtherance of the action appealed from, unless such a stay would cause imminent peril to life, health, property or public safety.

Section 7) That City Code Section 435 Point of Sale Housing Disclosure is hereby amended to read as follows:

435.06. Housing evaluation fees. The fee for the filing of point of sale disclosure reports shall be ~~as determined by the City Council from time to time in a schedule titled "Appendix B."~~ set forth in Appendix B.

Section 8) That City Code Section 800 Street Excavations is hereby amended to read as follows:

800.09. Engineer: rules. Work done pursuant to an excavation permit must be performed under the direction of the director. The engineer is directed to prepare regulations with respect to excavations and modify them with respect to particular work to protect the public from injury, to prevent damage to public or private property, and to minimize interference with the public use of streets. A copy of the regulations will be given to a permittee upon issuance of the excavation permit. Permit and street repair fees are ~~established by the council resolution~~ set forth in Appendix B. Special provisions will be made for simplifying procedures and supervision in respect to excavations by franchised utilities.

Section 9) That City Code Section 825 Tree Pruning and Chemical Treatments is hereby amended to read as follows:

825.01. Tree pruning, chemical treatments, licenses. It is unlawful to engage in the business of tree pruning, chemical treating, or removal unless a license to do such work is first obtained from the city. Application for the license is made to the clerk. The license will be granted by the clerk after approval by the city Forester and upon proof of the applicant's qualifications. The annual fee for a license is set ~~by council resolution from time to time~~ forth in Appendix B. The license expires annually on December 31. Licenses are not transferable. The license fee must be paid to the clerk at the time of filing on the application. The license fee will not be prorated.

Section 10) That City Code section 830 Vacation of Streets is hereby amended to read as follows:

830.01. Petition. The council must, upon petition of a majority of the owners of the land abutting on a street or alley, or any part thereof to be vacated, consider the same and if it appears to be in the interest of the public to vacate the street or alley or any portion thereof, the council will adopt a resolution designating a time and place for a public hearing for the consideration of the petition. The council may initiate such action without a petition. ~~The council may, from time to time by resolution, establish appropriate fees~~ set forth in Appendix B, are established to cover some or all of the city's costs of processing the petition.

Section 11) That City Code Section 845 Permits for Temporary Placement of Containers is hereby amended to read as follows:

845.15. Permit Fee. ~~The permit fee shall be in such amount as the City Council may from time to time establish by resolution and list~~ is set forth in Appendix B.

845.23. Violation of this section. The city may remove any container placed in a public right-of-way in violation of this section. The owner of the container or the person placing it in the public right-of-way shall pay to the city all costs, fees, penalties, or other expenses incurred by the city in removing the container, and storing and disposing of the container and its contents. In addition, the city shall charge daily storage fees ~~in such amount as the City Council may from time to time establish by resolution and list~~ set forth in Appendix B. If the container is not claimed within 30 days by its owner or the person responsible for placing it in the public right-of-way, it may be disposed of as abandoned property, but such disposal shall not diminish the responsibility of the owner or the person responsible for placing it in the public right-of-way to pay all amounts due under this subsection. A container shall not be released from storage by the city until all amounts due under this subsection have been paid. The provisions of this subsection are in addition to any other penalty provided for in this code.

Section 12) That City Code Section 850 Right of Way Management is hereby amended to read as follows:

850.01. Right-of-way management. Subdivision 8. Permit requirement. (c) Delay penalty. In accordance with Minnesota Rules, part 7819.1000, subpart 3 and notwithstanding subdivision 2 of this section, the city shall establish and impose a delay penalty for unreasonable delays in right-of-way excavation, obstruction, patching, or restoration. ~~The delay penalty shall be established from time to time by City Council resolution~~ is set forth in Appendix B. A delay penalty will not be imposed for delays due to force majeure, including inclement weather, civil strife, acts of God, or other circumstances beyond the control of the applicant.

Section 13) That City Code Section 915 Animals is hereby amended to read as follows:

915.03. Dogs and Cats. Subdivision 4. Duplicate Tags. If a dog or cat tag is lost, a duplicate may be issued by the city clerk upon presentation of a receipt showing the payment of the license fee for the current year. The charge for a duplicate tag is ~~established by council resolution from time to time~~ and license fee are set forth in Appendix B.

915.37. Domestic Animals. Subdivision 2. Permits. A person desiring a permit required by subdivision 1 may make application to the city council. The application must contain (i) the name and address of the applicant; (ii) the address of the premises upon which the animal or animals are to be kept; (iii) the number, species and sex of such animal or animals; and (iv) a statement regarding any property damage or physical injuries caused by such animal or animals in the past. The council may also require submission of such additional information or material as it deems necessary or convenient. The applicant must pay to the city clerk such initial permit fee and renewal permit fee as ~~shall be established from time to time by council resolution~~ set forth in Appendix B. Upon submission of the initial application, the city clerk must set a date for a hearing on the application before the city council and must notify the owners of all properties located within 200 feet of the subject premises of the date and time of the hearing.

Section 14) That City Code Section 920 Alarm Systems is hereby amended to read as follows:

920.09. False Alarms. Subdivision 3. Penalties. A penalty must be paid by the alarm user to the city for each false alarm in excess of three per calendar year. The penalty is ~~established from time to time by resolution of the city council~~ set forth in Appendix B. Payment of the penalty may be enforced by civil action.

Section 15) That City Code Section 1000 License Permits General Provisions is hereby amended to read as follows:

1001.01. Policy and purpose of chapter. By the enactment of this chapter, the city council intends to establish to the maximum degree possible a uniform system for the issuance, revocation, suspension and renewal of licenses and permits for activities for which licenses and permits are required by this code. The fees for licenses and permits are ~~set from time to time by city council resolution~~ set forth in Appendix B. ~~The fee resolution is set forth in Appendix B.~~

Section 16) That City Code Section 1120 Transient Sales; Transient Merchant is hereby amended to read as follows:

1120.01. Transient Sales. Subdivision 5. License Fees. Fees for licenses shall be ~~established by Council resolution and are~~ set forth in Appendix B. Fees shall include an application fee, which includes the cost of initial investigation. The City Council may waive fees at its discretion.

Section 17) That City Code Section 1145 Lawn Fertilizer Application Control is hereby amended to read as follows:

1145.01. Lawn fertilizer application control. Subdivision 3(b4). License Fee. The license fee ~~shall be established from time to time by resolution of the city council~~ is set forth in Appendix B. The license shall expire on the 31st day of December. The license fee shall not be prorated.

Section 18) That City Code Section 1205 Intoxicating Liquor Licenses is hereby amended to read as follows:

1205.07. Fee. Subdivision 1. Imposition. The investigation fee for an on-sale intoxicating liquor license is set ~~by the council from time to time by resolution. The amount of the fee is set forth in~~ Appendix B.

1205.07. Fee. Subdivision 2. Additional Fee. If an additional investigation is required the licensee must pay an additional investigating fee ~~established by the council by resolution. The fee is set in~~ set forth in Appendix B.

1205.15. Transferability. (a-b)

(a) Where a new application is filed as a result of incorporation by an existing licensee and the ownership and control of, and the interest in the license are unchanged, no additional license fee will be required, but at the time of any such incorporation the form requesting information required of a corporation in an initial application for a license must be properly completed, executed and verified and must be submitted to the city clerk. The contents of the application must be investigated as the city manager deems necessary. The investigation fee is ~~set by the council from time to time by resolution~~ set forth in Appendix B.

(b) Where a new application is filed for a transfer of license from place to place and it is for premises where the building was not ready for occupancy at the time of the original application and the new application is filed within 90 days after approval of the original license by the council but before a certificate of occupancy for the original location has been issued, no additional license fee is required. The investigation fee is ~~set by the council from time to time by resolution~~ set forth in Appendix B.

Section 19) **That the following summary clearly informs the public of the intent and effect of the ordinance and is approved for publication:**

The purpose of this ordinance is to uniformly point to Appendix B as the location for finding City fees and to remove outdated requirements.

First Reading: YEAS:  
NAYS:

Second Reading: YEAS:  
NAYS:

PASSED AND ADOPTED BY THE CITY COUNCIL THIS \_\_\_\_ DAY OF \_\_\_\_, 2018.

\_\_\_\_\_  
Regan L. Murphy, Mayor

ATTEST:

\_\_\_\_\_  
Tom Marshall, City Clerk



City of Robbinsdale

**Other Business A**  
**MEMORANDUM**

TO: City Council  
FROM: Marcia Glick, City Manager  
DATE: February 20, 2018  
RE: Voucher Requests Pending Approval for Disbursement

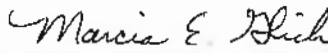
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The check register dated February 20, 2018 reflects the voucher requests pending approval for disbursement.

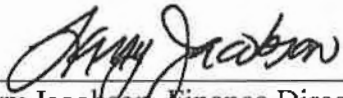
The check register dated February 8, 2018 through February 20, 2018 is a list of vouchers requiring payment for City funds, Deputy Registrar, liquor, and miscellaneous purchases. The payments are required prior to the next Council meeting.

Recommendation

By motion approve disbursement requests for period ending February 20, 2018.

  
\_\_\_\_\_  
Marcia Glick, City Manager

CONCURRENCE:

  
\_\_\_\_\_  
Larry Jacobson, Finance Director



City of Robbinsdale

## Other Business B

To: Mayor and City Manager

From: Marcia Glick, City Manager

Date: February 20, 2018

RE: Work Sessions – Update from County Assessor

- Recommendations for station area zoning updates
- Background information on station area zoning and connectivity

### Background

Annually the City Council has met with the County Assessor prior to the Open Book meeting. This provides the opportunity for the City Council to hear about market trends and concerns related to property valuation. The recommended date is April 3<sup>rd</sup> prior to regular city council meeting.

Utilizing a Federal Transit Administration grant, Hennepin County has hired the firm of Perkins & Will to work with cities on updates to zoning in the station areas. A work session will be held to discuss zoning recommendations and concepts. The recommended date is April 17<sup>th</sup> immediately following the regular city council meeting and the invitation would include the planning commissioners.

Also related to the Federal Transit Administration grant, a community workshop is planned for mid to late March including both infrastructure and transit oriented development zoning. In this context, infrastructure means pedestrian and bicycle connections as well as general mobility. A work session will be held to provide background to the city council on each of these topic areas. The recommended date is March 6<sup>th</sup> prior to regular city council meeting.

### Recommendation

- By motion, schedule three work sessions:
- 6:30 p.m. on March 6 – city council work session to provide background on station area zoning and community connection concepts.
- 6:30 p.m. on April 3<sup>rd</sup> – meeting with County Assessor regarding 2018 Assessment.
- Immediately following April 17<sup>th</sup> Council meeting – joint work session with Planning Commission on Downtown Zoning recommendations.

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Marcia Glick, City Manager